

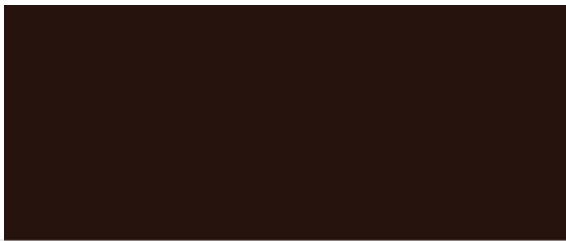
CITY OF LARAMIE
ADOPTED
SUPPLEMENTAL BUDGET

FISCAL YEAR 2024

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Budget Overview



City Manager's Message

Dear Mayor Harrington, City Council, Staff and Members of the Laramie Community,

I am pleased to present the Adopted Supplemental Budget for year two of the fiscal biennium, FY2023-24. The budget and spending plan is balanced and was prepared in accordance with Federal, State, and local requirements.

The budget provides for sizeable multi-year capital projects necessary to serve our growing community like the North Side Tank & Transmission Project and Wyoming Avenue Storm Sewer, Water and Street Improvements. Capital construction funding is by far the largest expenditure category with \$80.4 Million being re-budgeted from previous year, and a supplemental appropriation of \$26.9 Million. Funding has begun to become available from the Infrastructure Investment and Jobs Act and applications submitted for technical assistance, planning and capital construction. Future applications are likely as eligibility criteria continues to be established by federal agencies but it must be noted that many programs are not accessible to small communities of Laramie's size. Applications prepared for federal to State pass through funding have met only with moderate success as the Office of State Lands/State Land and Investments Board has determined to not allow multiple awards to cities.

The planned compensation and staffing study is underway with results expected in late-Summer; the supplemental budget includes a reserve of \$1.46 Million for implementation of market-based compensation adjustments in Fall 2023. These adjustments will be critical to the City's ability to compete for and retain work force. Another notable staffing investment, made feasible by a matching grant award for emergency medical services, will continue the civilian paramedicine program for the second year of the biennium and beyond with Council's approval.

I must acknowledge the very fine work of the team coordinating the internal budgeting process and providing financial analysis invaluable to the decision-making process. That team is led by Administrative Services Director Jennifer Wade and Chief Operating Officer Malea Brown, with key support from Lead Accountant Louise Johnson and Accountant Spencer Keturi.

Lastly, I would like to extend appreciation for public engagement during the budgeting process. I enjoyed discussing the recommended budget with Council and residents in the budget meeting series in May and June.

Respectfully,



Janine Jordan, City Manager

A Welcome to Our Readers

This budget document is a cooperative effort of the City Manager's Office and the Finance Division: a partnership that allows the City to present a budget that is focused on policy, as well as financial forecasting and reporting. While many readers may first think of this budget as a financial plan, it represents the strategic efforts of City management and City Council to provide the best possible services to our community. If you are reading this document, you care about Laramie and how its municipal government functions. Thank you for being interested in the City's financial health and the issues that face our community – whatever your primary concern! We invite you to consider the information presented in this document and contact the City Manager's Office or the Administrative Services Department for answers to your questions.

This publication contains the supplemental budget for fiscal year (FY) 2024. This document should be used alongside the FY 2023 – FY 2024 adopted budget documents, which are available online at <https://www.cityoflaramie.org/108/Budget>. This document includes less detail in comparison, given the nature of biennium budgeting. Please reference the adopted publications for additional disclosures, including expanded information about capital planning.

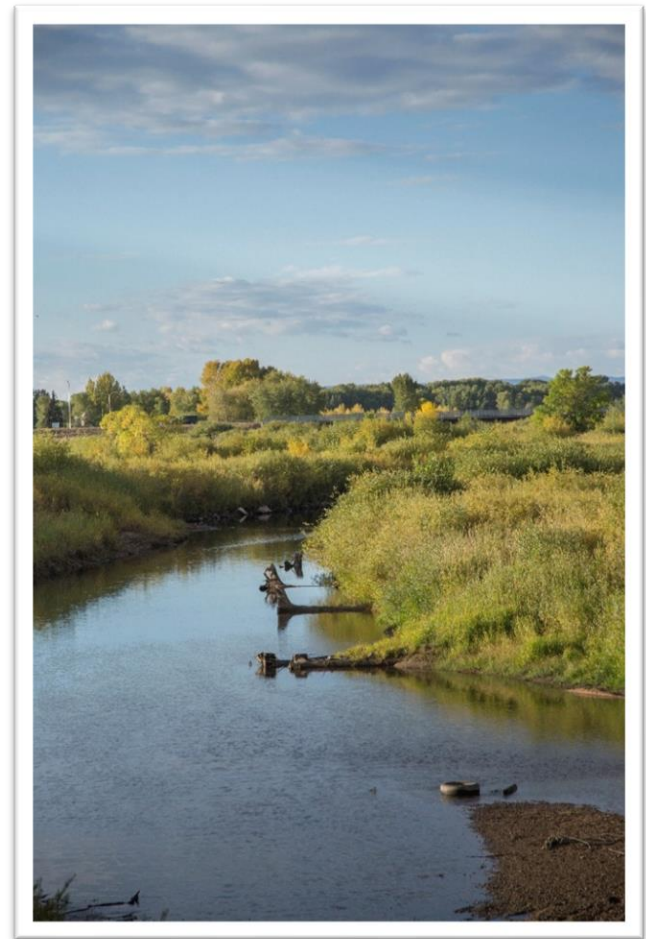
Format of the Document

There are three major sections in the City's budget: Budget Overview, Budgets by Fund, and the Appendix.

The Budget Overview section contains information that will orient the reader to the City's form of government, elected officials, budgeting process, and fund types. We consider this section key to an understanding of the City's budget, and we recommend that you read it prior to reviewing the Budgets by Fund section.

The Budgets by Fund section contains forecasted revenue and budgeted expenditures by fund, as well as goals, accomplishments, and prior financial performance for the Fund. You will also find descriptions of key revenue sources and more detailed financial information in this section.

The Appendix includes helpful references. There is a glossary of terms to increase readability, and information about the City's debt is in this section. Please use these resources to help you better understand the City's budget and financial planning processes.



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Profile of The City of Laramie

Also known as the “Gem City of the Plains,” Laramie, Wyoming, is in southeastern Wyoming about 45 miles from the state capital, Cheyenne, and 130 miles from Denver, Colorado. With an estimated population of 31,000, Laramie is the county seat of Albany County. Laramie’s elevation is 7,165 feet, and it is situated on the eastern edge of a large, nearly level plateau called the Laramie Plains. The City of Laramie is encircled by the Laramie Mountain Range to the east and north, and by the Medicine Bow Range to the south and west. Laramie is one of Wyoming’s 17 “first-class” cities with a population over 4,000. The City is home to the state’s only land grant university: the University of Wyoming.

The City was incorporated on December 12, 1873 – seventeen years before Wyoming became a state. The transcontinental railroad was essential to the City’s establishment. Laramie began as a tent city along the Overland Stage Line route, the Union Pacific portion of the transcontinental railroad. The City’s rich history includes the colorful characters of an early railroad town, traditional old-west heritage, women’s suffrage, and the establishment of the University of Wyoming in 1886.

Laramie is a high plains community characterized by a small-town feel, low crime and unemployment rates, and tremendous outdoor recreation opportunities in the form of hiking, mountain biking, rock climbing, fishing, hunting, skiing, snowshoeing, and snowmobiling. The University of Wyoming recruits a diverse student, faculty, and staff population. Cultural and sporting events are not in short supply, and Laramie sees over 250 days of sunshine each year. Residents are not alone in thinking that Laramie is truly a wonderful place to live, work, and play. Laramie was #22 on Livability’s 2019 *Top 100 Best Places to Live*. Additionally, *College Values Online* ranked Laramie #1 in its 2015 “50 Best Small College Towns in America” list; and, in 2014, Wallethub.com rated Laramie #6 in its “Best College Cities and Towns in America” list.

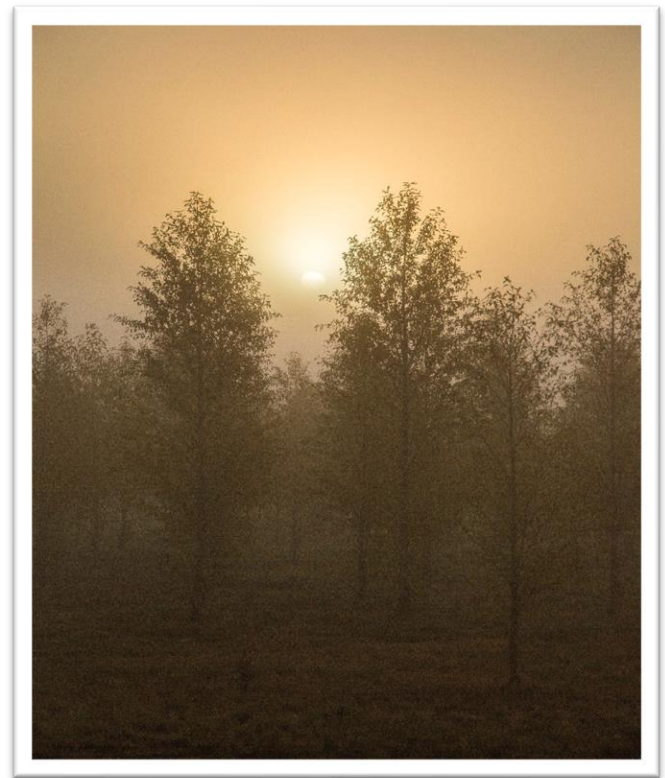
Residents love Laramie for many reasons. As the City works with its partners to implement the revised 10-year Economic Development Plan, it looks forward to making Laramie an even better place for current and future residents to live, work, and play.

For more information about the City of Laramie, please visit the City’s website at www.cityoflaramie.org, or get in touch with the Laramie Chamber Business Alliance at www.laramie.org.

Mission, Vision, and Core Values

Municipal government provides Laramie’s citizens with important and diverse services – from public safety to water utilities, to recreational facilities – that contribute to an excellent quality of life. For many City employees, a spirit of public service drives the choice to work for municipal government. No other organization in Laramie offers a comparable depth of community services. The City operates both governmental and business-type activities, and the City’s mission, vision, and core values set the tone for all services provided. City of Laramie management aims to provide excellent, professionally administered governmental services to citizens and visitors.

Mission	• Building Our Community Through Respect, Integrity, Teamwork, and Stewardship
Vision	• Community Excellence in the Gem City of the Plains
Core Values	• Respect, Integrity, Teamwork, and Stewardship

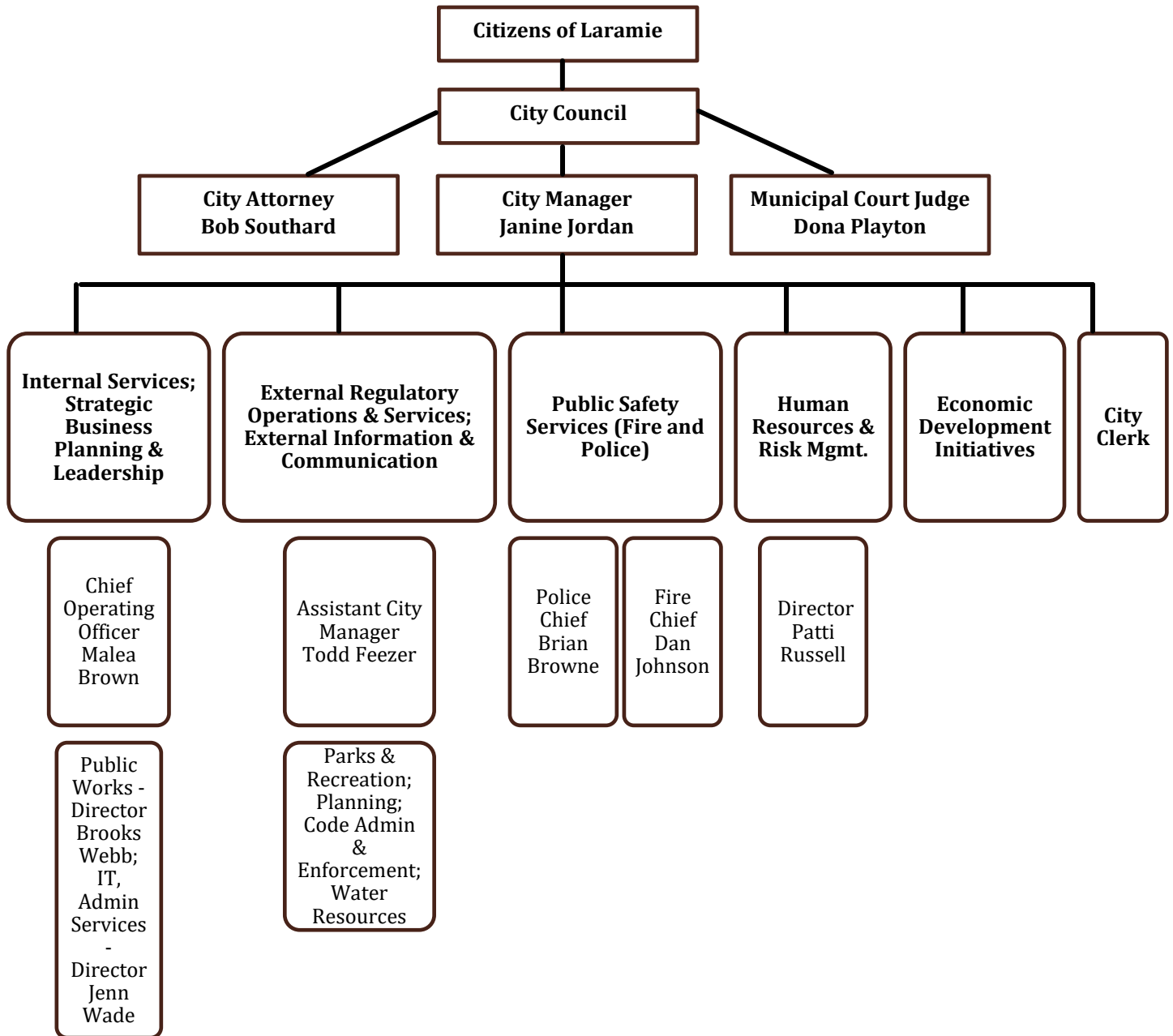


Form of Organization

The City of Laramie is organized as a Council-City Manager form of government. The citizens elect the City Council, which appoints the City Manager, the City Attorney, the Municipal Court Judge, and members to boards and commissions. The City Manager is responsible for managing City operations and supervising staff.

Organization Chart

The graphic below presents a City of Laramie organization chart, which reflects the City's Council-Manager form of government.



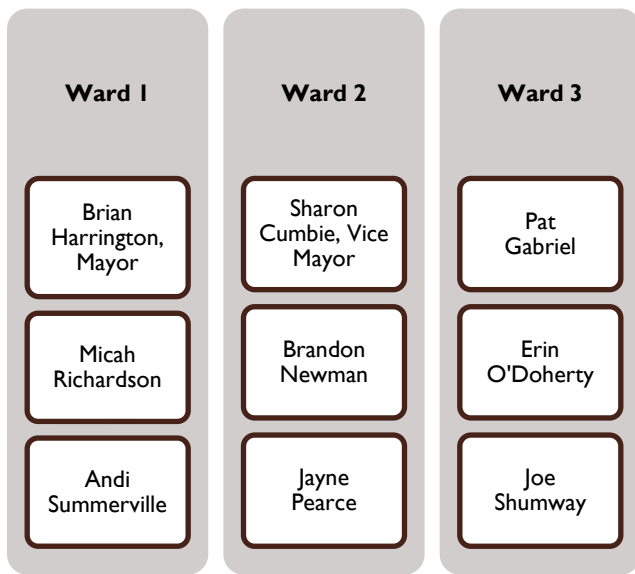
City Council

The City Council establishes public policies for the City of Laramie; appropriates funds; provides a forum for citizen input; analyzes issues of concern to residents; and adopts ordinances. As a policy-making board, the Council's duty does not include administration of the City's day-to-day operations.

Nine members make up the City Council, and these members are elected for staggered, four-year terms. The City is sectioned into three wards with each ward electing three representatives to the Council. Council members select the Mayor and Vice Mayor by vote for a two-year term. All City Council members, including those serving as Mayor and Vice Mayor, have equal votes. The next City Council election will be held in November 2024. Five seats will be elected.

Current Council Members

The graphic below presents current City Council members.



Meetings

The City Council holds regular meetings on the first and third Tuesdays of each month. The Council is authorized to take official actions (e.g., pass ordinances, adopt resolutions, issue licenses) at regular and special meetings. The Council frequently holds work sessions on the second and fourth Tuesdays of the month. While the Council conducts all official business through open, public meetings, they may adjourn to executive sessions that are closed to the public to discuss personnel matters, negotiations, and litigation. During executive sessions, the Council may take no formal action. The City televises regular Council meetings on cable channel 191, as well as on the City of

Laramie YouTube page via live feed. Work sessions are also available for viewing through both existing channels.

Ordinances

Council passes ordinances by holding three public readings. In each reading, the Council invites public comment on the proposed ordinance. This process requires at least one month to pass an ordinance under normal circumstances. Council may pass emergency ordinances with a three-fourth vote of Council.

City Council Goals

To provide a framework for public policy and program development efforts for the year, the City Council sets annual goals that guide its work. The City Manager develops the strategic plan for implementing legislative objectives and policies in partnership with the leadership team and involves the Council in work sessions for policy decisions.

2023 Goals

Goal No. 1 – Infrastructure Planning & Investment

Milestone A: Prioritize planning and construction and reconstruction of public amenities, facilities, and rights-of-way to maximize safe access for persons of all abilities and ages.

Milestone B: Increase public awareness about how property owners support accessibility for persons of all abilities. Work with the Disabilities Commission, Board of Health, and other interagency partners to improve physical access for differently abled persons of all ages.

Milestone C: Improve robustness of the storm water management system.

Milestone D: Ensure non-motorized and alternative transportation options are integrated comprehensively into municipal and regional transportation systems.

Milestone E: Continue grant seeking and aggressive investment in water, sewer, and street systems

Milestone F: Assess community connectivity options in an effort to ensure adequate broadband infrastructure to retain workforce and businesses. (re: *Thrive!* Strategy #10)

Goal No. 2 – Interagency Collaboration

Milestone A: Continue to participate with the Albany County Mental Health [Interagency] Board to explore and develop community-integrative programs to address mental health needs.

Milestone B: Expand offerings within the drug and alcohol diversion program.

Milestone C: Conclude growth strategy effort with Albany County and adopt a joint intergovernmental agreement for growth management planning.

Milestone D: Review and evaluate current boards and commissions.

Goal No. 3 – City Services and Resident Engagement

Milestone A: Implement a Police-Community relations board. Consider establishing a Human Rights Commission within an overall streamlined volunteer board and commission structure.

Milestone B: Continue migration to a new Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.

Milestone C: Implement strategies to raise community awareness about and participation in matters being considered by the city council.

Milestone D: Establish a municipal volunteer program and consider smart phone apps and other means for making volunteerism with the city easier.

Goal No. 4 – Economic Development

Milestone A: Evaluate potential to transform the Snowy Range Road corridor to better capture and allow for expansion of the tourism economy stemming from outdoor recreation and to provide essential amenities for the neighborhood/district. (re: *Thrive!* Strategy #13)

Milestone B: Initiate Urban Renewal redevelopment of City-owned property for housing and business expansion.

Milestone C: Explore housing approaches that provide smaller [affordable] housing within intentional neighborhood planning and design (ex: Senior Village, Family starter homes, low-income small homes).

Milestone D: Develop informational resources for developers about federal, state, and local building requirements, the demand for housing, and direct

partnership opportunities with the city. (re: *Thrive!* Strategy #13)

Milestone E: Improve communication with developers and contractors about changes made to municipal code and ensure Planning and Public Works/Engineering provide information to private sector partners.

Milestone F: Evaluate community needs and potential uses for the available ("7th") penny and the municipal tax options.

Goal No. 5 – Environmental Stewardship

Milestone A: Continue energy efficiency efforts and explore potential large scale solar projects on city-owned property.

Milestone B: Engage County and School District partners to explore ways to reduce further waste coming to landfill, including plastic bag reduction program and expanded composting.

Milestone C: Conclude effort with Albany County to update aquifer protection strategy and establish City Ordinances necessary to enforce the plan after it is adopted.

Milestone D: Continue to explore community uses and conservation opportunities on the City's Bath and Monolith Ranch properties.

Milestone E: Initiate consumptive-use focused long-term operational agreements for City-owned Monolith & Bath ranch properties.

2022 Goals

Goal A – Holistic Economic Development (Laramie-Centric)

Milestone #1: Continue Implementation of *Thrive! Economic Development Plan* with Partner Agencies.

Milestone #2: Consider and implement improvement program for primary retail corridors to include public-private partnership(s) and development policies.

Milestone #3: Review Initiatives for Increasing Affordable Housing Options and Providing Flexibility to the Development Community:

a) Review and consider changes to city development code to include – but not limited to – decreasing minimum lot widths, lot sizes, and setback requirements, allowing for accessory dwelling units in single family zoning districts, and eliminating the garage requirement in single family zoning districts.

b) Review Turner Tract plan and assess development of City-owned land in the Turner Tract for entry-level housing

development in conjunction with the construction of Bill Nye Avenue.

c) Consider and implement methods for accelerating and incentivizing construction of workforce and attainable housing.

Milestone #4: Implement Renewal & Redevelopment Program for the City's North 4th Street Properties and Surrounding Area.

Milestone #5: Establish Urban Renewal Authority and Consider All Available Tools for Addressing Blighted Areas and Renewing Areas Ready for Redevelopment.

Goal B – Environmental Stewardship

Milestone #1: Consider Public Policies for Recycling and Litter Reduction, including Reducing Use of Retail-Use Plastic Bags as Set Forth in Resolution 2020-07 and Exploring Value-Added Recycling Partnership Opportunities.

Milestone #2: Continue Protection of Water Resources:

a) Ground water within the Casper Aquifer and surface water in the Laramie River

b) Initiate lead & copper pipe inventory & public information in accordance with U.S. EPA's forthcoming rule

Milestone #3: Continue Efforts to Reduce Greenhouse Gas Emissions and Increase Energy Efficiency as Set Forth in Resolutions 2020-14 and 2021-12.

Goal C – Maintain and Improve City Services to Residents

Milestone #1: Continue Technology Efficiency Program, Specifically Enterprise Resource Planning Software Replacement, to Improve Customer Service and Lower Cost-of-Government.

Milestone #2: Make Sustainable Modifications to Compensation that will Strengthen City's Ability to Recruit and Retain Highly Qualified Staff Members and Complete Staffing and Compensation Analysis.

Milestone #3: Review Lease for the City's Monolith Ranch.

Goal D – Maintain and Improve Municipal Infrastructure

Milestone #1: Complete Planned Investments into Street System and Update the Pavement Condition Assessment. Seek Newly Available Funding from Federal Infrastructure Bill for Completion of Additional Street Work Throughout the City and for Paving Unpaved Roadways. Assess

Potential for Improving Sidewalk Accessibility for All Persons.

Milestone #2: Create Sustainable Surface Water Run-off Diversion & Management System to Protect Persons and Property.

Milestone #3: Continue Expansion of Green Belt, Park, and Recreation Amenities.

Milestone #4: Continue Multi-Year Major Water & Sewer Improvements to Facilitate Community Growth, Including New North-Side Tank & Sewer Outfall and Upsizing/Replacement of Reynolds Sewer & B2 Sewer Mains.

Goal E – Intergovernmental Collaboration

Milestone #1: Natural Resources Committee: Update & Adopt a Joint Aquifer Protection Plan for Municipal and County Governments. Subcommittee members: Councilors Cumbie, O'Doherty, Gabriel, City Manager & Natural Resources Manager.

Milestone #2: City and County Will Create & Adopt a Joint Agreement for Development Within the Rural/Urban Interface High-Priority Growth Area, Inclusive of Infrastructure, Wastewater Management and Economic Growth. Subcommittee Members: Councilors Schmechel, Harrington, Weaver, Assistant City Manager & Planning Manager.

Milestone #3: General Intergovernmental Cooperation and Planning Committee:

a) Evaluate Community Mental Health Services and Support System Strengths and Weaknesses,

b) Identify Appropriate Uses for Opioid Settlement Funding & Initiate Findings

c) Support LCCC Efforts to Attain Long Term Viability & Sustainability

d) Support Renewal Effort for 5th Cent General Purpose Tax in 2022 (all members welcome). Subcommittee Members: Councilors Pearce, Shuster, Summerville, City Manager and/or Designee(s)

City Leadership Team

While the City Council establishes public policies, adopts ordinances, and represents residents, managing operations is the responsibility of the City Manager, who is appointed by the Council. The City Manager oversees the leadership team, which directs and develops strategic plans for operational units within the City. Directors of core government services are presented by function in the graphic below. Summary-level information is provided for departmental activities in the budget presentations by Fund.

City Manager Janine Jordan	Public Safety	Police Chief Brian Browne
		Fire Chief Dan Johnson
	Public Works	Director Brooks Webb
	Community	Assistant City Manager Todd Feezer
	Administrative Government	Chief Operating Officer Malea Brown
		HR & Risk Management Director Patti Russell
		Assistant City Manager Todd Feezer
		Admin Services Director, Jennifer Wade

In addition to the City Manager, the Council appoints two other City Officials to lead legal and judicial operations: the City Attorney and the Municipal Judge.

City Attorney Bob Southard

Municipal Judge Dona Playton

Budget Overview

The City prepares the budget publication to inform and engage the City Council and the citizens of Laramie. The goal of this document is to communicate the adopted budget and the related goals for all City Funds.

The budget period is a supplemental appropriation for FY 2024, although some Funds are appropriated annually. The budget period is clearly identified in budget tables. FY 2024 begins July 1, 2023 and ends June 30, 2024. "Adjustments" are supplemental appropriations to the biennium budget.

Statutory Compliance

The City of Laramie has designed its budget process to comply with statutory requirements set forth in the Uniform Municipal Fiscal Procedures Act (Wyoming Statutes §16-4-101 through §16-4-125). This act applies to incorporated first-class cities and towns with populations over 4,000 and towns operating under the Council-City Manager form of government. Aside from statutory requirements, City of Laramie management views the budget as a valuable tool for enacting strategic, multi-year plans while ensuring fiscal sustainability. The City Council's goals, as well as other long-term plans and strategic objectives, provide the framework for formulating the budget.

Public Officials Training

In the 2022 budget session, the Wyoming legislature adopted statutory changes that affect duties of the Wyoming audit department director. In general, this section of statute outlines audit and annual reporting requirements for state agencies, counties, and school districts among other items. The 2022 modifications have several impacts for municipalities: increased enforcement of existing local government reporting requirements to maintain grant and loan funding eligibility; required notifications to governing bodies about statutory non-compliance, as well as mandatory withholding of grant and loan funding until resolved; and required training for public officers.

According to the revised statute, the Wyoming Department of Audit Director is responsible for determining the required topics for public official training, as well as materials to support that training. Public officers are broadly defined and include the governing body, as well as staff members with financial and record keeping responsibilities. Training exemptions are available for certain officers, based on having received specialized technical training (certified public accountants, undergraduate degrees in accounting, etc.). The Department of Audit will publish more information about covered officials and detailed exemption requirements in the coming months.

A department of audit representative recently communicated with the Administrative Services Director about upcoming training plans. The Department will deliver standardized content to meet the statutorily required training requirements. The first trainings are expected to be delivered in summer to fall 2023. Those defined as public officers will have one year from July 1, 2023 to complete the required training.

Fund Presentation

This publication contains information about City revenue and spending. The City's Fund structure provides the framework for presenting revenues and expenditures. The Finance division strongly encourages readers to become familiar with the City's Fund structure, as well as the purposes of each Fund, to facilitate a better understanding of financial reporting, fund resources, and budget information. A solid understanding of Funds allows citizens who are interested in government finances to use data in an informed manner. Detailed information about the City's Funds is provided later in this section.

Budgeting Basis

When using a financial publication, it is important to understand the basis of accounting. In this context, the term "basis" refers to the method used to measure financial events and includes assumptions about the timing of transactions and the types of revenue and expenditures recognized in financial statements.

The City prepares its budget using the modified accrual accounting basis, with certain exceptions. Management chooses to use this basis because it is easily understandable. The City also uses the modified accrual accounting basis to report Governmental Funds in the Annual Comprehensive Financial Report (ACFR), as required by generally accepted accounting principles.

The modified accrual basis quantifies when current financial resources are earned and expended by an organization. Applying this basis, the City budgets for revenue when it is considered measurable and available. Expenditures, including capital outlay, are budgeted when the related liability is incurred or, in the case of debt service principal and interest, when it is due. Exceptions to the modified accrual basis (for budgeting only) include depreciation budgets in the Enterprise Funds, for which appropriations are required by state statute, and exclusions in the budget for fair market value adjustments on investments, gains or losses on asset disposals, and current compensated absence accruals.

The City presents Proprietary Fund statements and the government-wide statements in the ACFR on the accrual basis, as required by generally accepted accounting principles. This basis is quite different because its focus is on economic resources. It varies from the modified accrual basis in the timing of recognition for revenue and expenses. For example, the accrual basis recognizes revenue when earned, regardless of when it is available. Furthermore, the accrual basis recognizes the use of economic assets, like infrastructure or equipment, over an asset's useful life through depreciation. Debt service principal payments are

recognized as a reduction of the related liability, rather than a period expenditure.

Budget Terms

There is a glossary of terms in the Appendix. Please reference this section if you are unfamiliar with the terminology used in this document and no definition is provided in the main text.

Budget Preparation & Adoption Process

The City of Laramie's budget preparation process spans several months and includes strategic planning that is in line with City Council goals, organization-wide policies and priorities, long-term capital planning, and departmental objectives.

Revenue and Cash Forecasting

Revenue and cash forecasts are cornerstones of the budgeting process. The Administrative Services Director estimates resources the City will receive from intergovernmental distributions, grants, user fees, and other sources to ensure a balanced budget. These estimates are very important. Revenue and available cash forecasts that are overly generous result in funding crises when projections are not met, whereas forecasts that are too conservative unnecessarily limit City operations. The Administrative Services Director and Chief Operating Officer review revenue performance and prepare cash forecasts each year.

Forecast methods for revenue are based on type. For general revenue, trends for the past five years of revenue performance and economic indicator analysis are used to generate estimates. Any values that are outliers due to one-time events are ignored so the forecast is not skewed. For specific intergovernmental revenue, like grants or loans related to capital projects, estimates are based on the amount of financial support requested from or awarded by the funding agency. User fee revenue in the utility operations is generated using the rate structure adopted by Council and usage assumptions based on consumption analysis.

Proposed expenditures in excess of estimated revenue must be offset with cash reserves to produce a balanced budget. Per City policy, a minimum of three to six months of prior year expenditures in each non-capital Fund must be kept in cash reserves, and these reserves are not used to balance the budget. Long-term forecasting of the City's capital plans, a cash reserve policy, and the biennial budget process help ensure fiscal sustainability. The City's biennial budget coincides with the State of Wyoming's two-year budget cycle, enhancing the revenue planning process as the state

appropriates various shared intergovernmental revenue sources for the biennium.

Financial Planning for Utility & Solid Waste Services

The City experienced a prolonged period with no rate increases for water and wastewater services, and, in 2010, it began long-term financial planning to ensure adequate utility infrastructure. The cash-basis financial plan, developed initially by Red Oak Consulting and completed by City of Laramie staff members, indicated the need for rate increases, which have been enacted by the City Council over the past decade. The results of this planning can be seen in the strong financial position of the Water and Wastewater Funds. Due to 2010 Specific Purpose Tax project funding and the related delay in capital projects, rate increases have been significantly less than anticipated.

Raftelis is currently the City's consultant for water and wastewater rate design. Each biennium, the 10-year financial plan is updated, a revenue requirement generated, and rate revisions proposed for various user classes. City staff members are active partners in this analysis. Capital projects and equipment, and operating needs, are projected in the long-term plan. Rates are set using an approach that stabilizes rate increases over this period. If this approach were not used, there would be a need for significant rate increases in heavy infrastructure years. A rate analysis was completed in the current fiscal year, and a rate increase for water and wastewater utilities was implemented in January 2023 based on the approved ordinance.

In 2011, the City began developing a financial plan for solid waste operations in consultation with Chris Bell and Associates. In FY 2016, City staff members adapted the long-range financial plan used to generate the utility revenue requirement for use in the solid waste operation. City staff presented this cash-basis forecast to Chris Bell and Associates for use in rate planning. The City Council has enacted rate increases to generate the cost of service for collection and diversion activities. Rates have been significantly adjusted for disposal activities to create adequate reserves for future landfill liners, which are required by the Department of Environmental Quality (DEQ), and landfill closure and post-closure care costs. The Solid Waste Fund's financial position is now strong and long-term infrastructure and equipment reserves have been created.

No rate increases have been recommended for several years; the fund's financial position and forecasted activities do not require a rate adjustment at this time. The solid waste liner replacement program has been successfully funded with the State Revolving Fund (SRF) loan program.

If forecasted activities and financial position change, the City will conduct a rate study and evaluate the need for rate adjustment.

Expenditure Requests

Supplemental budget requests are submitted by department directors beginning in January. These requests support changes to a department's base budget allocation for a specific division (e.g., Streets Division in the Public Works Department) and one-time allocations for specific purpose items, like capital projects. The Finance Division prepares departmental budgets for personnel expenditures based on the positions authorized by Council and the benefit and tax rates in effect.

Expenditure requests submitted by department directors are of three primary types: personnel, operating, and capital.

Personnel Requests

Directors submit personnel requests to the City Manager in support of additional funding for payroll expenditures. Budget can be requested for part-time salaries, overtime allocations, or additional benefited employee authorizations. The Council approves both the increase in full-time equivalent position and the budget increase to support that position when benefited employee requests are appropriated. Additions to part-time personnel costs or overtime expenditures do not increase the City's authorized positions. Personnel increases can be one-time or ongoing.

Operating Requests

Directors complete operating requests in support of additional budget for operating expenditures. Operating expenditures are of two types: contractual services and materials and supplies. Contractual service expenditures are amounts paid to third-party service providers for costs such as consulting fees, legal fees, and maintenance agreements. Material and supply expenditures are purchases of consumable items that are used by City staff members to accomplish routine operational objectives, such as purchasing office supplies, small tools, and department-specific operating supplies.

Supplemental operating requests represent increases to an operating expenditure line within a cost center. Line-item change requests are transfers of funding between two existing operating expenditure budget allocations and do not result in a budget increase. Obligated increases represent increases to an operating expenditure line when the department has no control over the cost increase. Obligated increases are common for contractual agreements (e.g., audit services or software maintenance agreements) under which the cost increase is contractually

obligated to the vendor. These increases can be one-time or ongoing.

Centrally prepared adjustments include expenditures that are common to many City cost centers and are subject to inflationary fluctuations or rate increases, like electric and natural gas utilities, telephone services, postage, gasoline expenditures, City-wide maintenance agreements, and payroll taxes. The Finance Division, in consultation with departments, analyzes these accounts and suggests potential increases or decreases based on inflationary trends or actual expenditure history. Inflationary increases are proposed based on economic forecasts. Debt payments are also included in centrally prepared adjustments, as the Finance Division manages City-wide debt obligations.

Capital Requests

Capital expenditures are adopted into the City’s budget as specific purpose budget authorizations. The City’s long-term capital plan spans four years for Governmental Funds and six years for Enterprise Funds. The capital budget planning and process begins in January, but evaluation happens year-round. The City Manager prioritizes capital expenditures based on Council goals, comprehensive plan goals, specific prioritization criteria, and departmental goals.

There are three types of capital budget requests: fleet vehicles and equipment, routine equipment, and capital projects. Fleet requests represent increases for a vehicle or equipment item that is part of the City’s fleet plan. Equipment requests support increases to the budget for the purchase of specific equipment items, as detailed on the department’s long-term equipment plan. Capital project requests are significant requests for funding to support either capital studies or projects, as detailed on the department’s multi-year capital plan.

City Manager’s Recommended Budget

The City Manager evaluates all departmental budget requests. This evaluation is based upon achieving Council, City-wide, and department-level goals and objectives. The City Manager meets with directors regarding their requests and recommends a budget that supports the Council’s policy goals and ensures fiscal sustainability. Budgets are recommended by the City Manager and adopted by the City Council for all City Funds for either a biennial or annual period. For biennially adopted Funds, budget adjustments are recommended prior to year two of the biennium.

The City Manager recommends appropriations for the following City Funds:

General Fund
Recreation Center Fund
E911 Fund
Economic Development Fund
Capital Construction Fund
Parks & Recreation Development Fund
Specific Purpose Tax Capital Funds
Water and Wastewater Utilities Fund
Solid Waste Fund
Health Insurance Fund
Cemetery Perpetual Care Fund

Work Sessions, Public Hearings & Budget Adoption

The City Manager distributed the FY 2024 Recommended Supplemental Budget on April 28, 2023 per W.S. §16-4-104, which requires distribution no later than May 15. Council work sessions are scheduled for May 10, and 17. The special meeting on the supplemental budget is planned for May 23. During these meetings, Council members will receive a thorough review of the recommended supplemental budget, and there will be an opportunity for public comment. Council members will have an opportunity to make budget change motions at the special meetings. Public hearing and adoption are scheduled for June 13, 2023. Statute requires adoption no later than the third Tuesday in June.

Budget Amendments

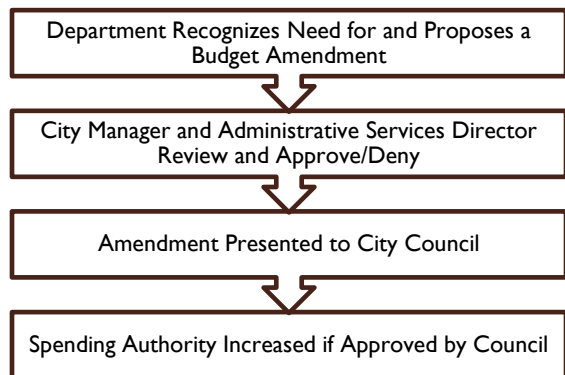
Amendment Process

Department directors can request budget amendments during the year when additional appropriations are required. The City Manager and then the City Council must approve amendments before additional expenditures are made.

The City has implemented administrative procedures to ensure budgetary compliance, and expenditures are routinely reviewed and compared to budgeted totals. The City generally controls spending at the division level; however, the budgetary control is more strictly enforced for certain items. Capital projects, routine equipment, fleet vehicles and equipment, and full-time personnel authorizations are treated as specific purpose budget allocations, and any changes must be approved by the City

Council. Operating and payroll budgets are reviewed in total by division per expenditure category.

The process for budget amendments is as follows:



Budget Preparation Schedule

The City of Laramie’s summarized budget calendar is shown below. The deadlines presented demonstrate the amount of time required for staff to compile, refine, and prepare budget information for elected officials and the public.

December 2022

16	Capital project budgets summarized and distributed for review and preparation
21	Equipment budget summarized and distributed for review and preparation

January 2023

12	Position control review performed by HR
13	Fleet amendment form distributed to departments
18	Distribute operating budget worksheets to departments
27	Review financial condition at fiscal year-end 2022 and current fund-level cash balances. Forecast available reserves.
30	Prepare draft debt and depreciation forecasts
31	Department information forms distributed

February 2023

3	Capital project and equipment requests due from departments
10	First draft revenue forecast complete; Fleet requests due from departments
14	Council work session – Biennium budget overview
17	Capital, fleet, and equipment request summaries due to budget team
24	Operating requests due from departments

24	Base personnel budget and request forms distributed to departments
27	Capital budget meetings

March 2023

3	Operating requests provided to budget team
10	Personnel requests and department information forms due from departments
10	Final revenue forecast due
24	Capital recommendation finalized
27, 30	Operating budget meetings

April 2023

3	Recommended Supplemental Budget finalized by City Manager
3	Begin drafting Recommended Budget publication; Recommended budget entry completed in City’s financial software
17	Recommended Budget presented for Executive Office review
21	Executive Office comments on Recommended Budget due to budget team
28	Recommended Supplemental Budget distributed to the Council and published for citizens

May 2023

10	Budget work session
17	Budget work session
23	Special meeting – supplemental budget
24	Budget team submits final budget to Laramie Boomerang for publication
27	Summary of proposed budget and notice of public hearing published in newspaper

June 2023

3	Summary of proposed budget and notice of public hearing published in newspaper
6	Public hearing and adoption of budget by resolution
30	Adopted budget resources published online for City staff

July 2023

15	Final adopted budget publication published online for citizens
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City of Laramie Funds

The City’s financial activity and position are presented by Fund. The operations of each Fund are managed with a separate set of accounts that comprise assets, liabilities, equity, revenues and expenditures, or expenses, as appropriate. Throughout this publication, the term “Fund(s)” is capitalized if it refers to one of these specific

and distinct accounting entities or a group of specific City Funds (like the Enterprise Funds or the Governmental Funds).

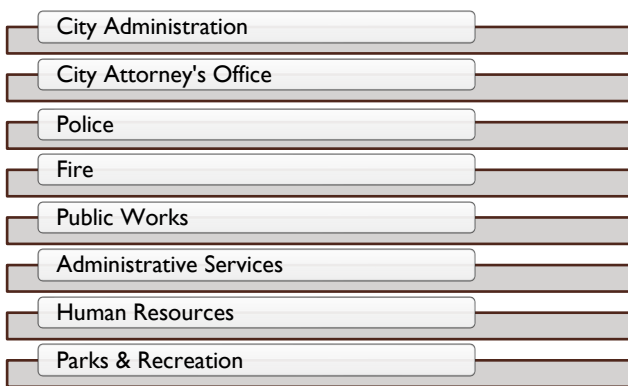
Government resources are allocated and accounted for in these individual Funds based upon the purposes of the expenditure or revenue, as well as how spending activities are controlled. The various Funds are grouped into types: Governmental Funds, Proprietary Funds, and Fiduciary Funds.

The City of Laramie records transactions and issues audited financial statements in accordance with Generally Accepted Accounting Principles (GAAP) in the United States of America. However, as previously mentioned, the basis of accounting used to prepare audited financial statements is not the same as the City's basis for budgeting. Furthermore, the Funds for which the City Council appropriates a budget are not the same as the Funds for which financial statements are issued. In the Annual Comprehensive Financial Report (ACFR), the Specific Purpose Tax Funds are reported as a single Fund, while a budget is prepared and appropriated for the 2010 and 2018 Funds.

Governmental Funds

The General Fund

The "General Fund" of the City of Laramie is used to account for financial resources that are not restricted to specific purposes. This Fund accounts for City services such as public safety, public works, community development, recreation, park services, and general government services. Eight departments receive funding through the General Fund, with a total of thirty-four cost centers or divisions. These departments are as follows:



The General Fund is normally appropriated for the biennium. Each division is individually appropriated, and budgetary controls are in place to mirror the division-level appropriation.

Special Revenue Funds

These Funds are legally restricted for expenditures for specified purposes. The City of Laramie has four special revenue Funds:

- 1) The **E-911 Fund** is used to account for the costs of operations and major construction or capital improvements that are directly related to E-911 services. Revenues for this Fund come from grants, as well as 911 surcharges on telephone bills.
- 2) The **Economic Development Fund** is used to account for revenues which are utilized to administer low-interest loans, grants, and other programs to stimulate economic development. Economic programs have expanded to include recapture agreements with the Wyoming Business Council.
- 3) The **Recreation Center Fund** is used to account for revenues and expenditures for the operation of the City of Laramie Recreation Center. Revenues come from memberships and user fees, grants, merchandise sales, interest from the recreation endowment, donations, and the recreation mill levy. If a revenue shortfall occurs, this Fund is subsidized by the General Fund.
- 4) The **Cemetery Perpetual Care Fund** is used to account for resources generated by the City for the preservation and expansion of lots for the Laramie City Cemetery.

The Recreation Center Fund is normally appropriated for the biennium. The E-911, Economic Development, and Cemetery Perpetual Care Funds are appropriated annually.

Capital Project Funds

Capital Project Funds are used to account for financial resources to be used in the acquisition or construction of major capital projects, other than those financed by Enterprise Funds or Trust Funds.

The **Capital Construction Fund** is used to account for the costs of major construction or capital improvement projects spanning multiple fiscal years. Revenues for this Fund come from grants, capital leases, and interfund support transfers. This Fund is normally appropriated for the biennium.

The **Parks & Recreation Development Fund** is used to account for the costs of capital improvements or equipment for the parks and recreation services, as well as recreation mill levy funded projects. Revenues for this Fund come from grants, the recreational mill levy, and donations. This Fund is appropriated annually.

The **2010 and 2018 Specific Purpose Tax Capital Funds** are used to account for the costs of specific capital improvements, as well as repair and maintenance projects. Revenues for these Funds come from an additional one cent sales tax (the 6th cent) for which voters approved both bonded and unbonded projects in 2010 and 2018. The SPT Funds are appropriated annually.

Proprietary Funds

Enterprise Funds

Enterprise Funds are used to account for goods and services for which user fees and charges are earned in exchange transactions. Revenues in these Funds are generated by charging either customers or other units within the City government the costs of the services provided. The City uses Enterprise Funds to account for water, wastewater, and solid waste services, which account for three City departments and seventeen cost centers.

- 1) The **Water Fund** is a Fund used to account for the operation of water services provided by the City.
- 2) The **Wastewater Fund** is a Fund used to account for the operation of wastewater services provided by the City.
- 3) The **Solid Waste Fund** is a Fund used to account for refuse collection, refuse disposal, and diversion/recycling services provided by the City.

The Enterprise Funds are normally appropriated for the biennium, and long-term cash-basis financial plans are also prepared for these Funds to forecast user rate requirements.

Internal Service Funds

Internal service Funds are used to report activities that provide goods or services to other Funds or departments on a cost-reimbursement basis. The **Health Insurance Fund** is used to account for the cost of City self-insurance, with a defined health and dental insurance plan that covers benefited employees, as well as some retirees, of the City. This Fund is appropriated annually.

Major Funds

A government's main operating Fund, the General Fund, is always considered a major Fund for financial reporting purposes, which means that it is classified and presented separately in the ACFR. Major Funds are further defined as having a proportional share of a financial statement element that is at least ten percent (10%) of the total for governmental Funds and at least five percent (5%) of the combined total for governmental and enterprise Funds. The four financial statement elements are assets and deferred outflows of resources; liabilities and deferred inflows of resources; revenues; and expenditures/expense.

The City's Major Funds

As reported in the FY 2022 Annual Comprehensive Financial Report, the City's major Governmental Funds are the General Fund, the Major Capital Construction Fund, and the Specific Purpose Tax Fund. Major Proprietary Funds include the Water, Wastewater, and Solid Waste Funds.

The chart below and on the next page illustrates the City's current Fund structure.

Fund	Dept or Fund	Division or Activities
General Fund	Administration	City Manager's Office, City Clerk's Office, Information Technology (IT), Planning, Code Administration & Enforcement
	Legal	City Attorney's Office
	Police	Administration & Operations, Laramie Albany County Records & Communications (LARC), Grants, Animal Control
	Fire	Administration, Operations, EMS, Prevention, Training, Grants, EMA
	Human Resources (HR)	HR, Risk Management, Safety
	Parks & Recreation	Administration, Parks, Cemetery, Mosquito Control, Recreation, Ice & Events Center, Facilities Management
	Public Works	Administration, Engineering, Streets, Fleet
	Judicial	Municipal Court Judge
	Administrative Services	Municipal Court Administration, Financial and Customer Operations

Fund	Dept or Fund	Division or Activities
Capital Funds	Capital Construction Fund	Infrastructure and major projects related to General Fund departments and division, as well as all City projects with support from multiple Funds
	Parks & Recreation Development Fund	Parks and recreation projects or community projects
	SPT Funds	Based on Voter Approved Ballot; currently, Streets, Parks, Paths and Trails, Recreation Facilities, Aquifer Protection, Fire, and Community Enhancements
Enterprise Funds	Utilities	Water and Wastewater activities and administration
	Solid Waste Services	Administration and activities
Special Revenue Funds	E911 Fund	Police Administration and LARC
	Economic Development Fund	City Administration
	Recreation Center Fund	Recreation Center administration and activities
	Cemetery Perpetual Care Fund	Cemetery perpetual care activities
Internal Service Fund	Health Insurance Fund	Self-funded health insurance activities



Budgets by Fund

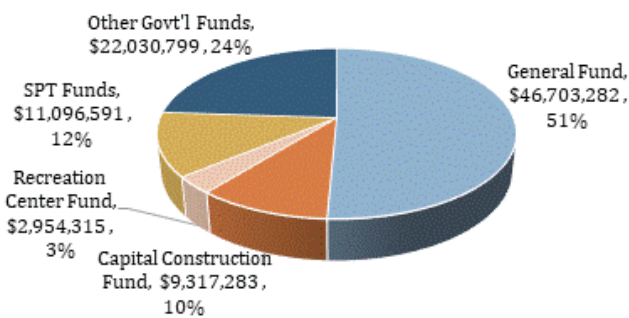
General Fund

A Description of the Fund

The General Fund is the primary Fund of a government, and this Fund is used to account for activity not specifically designated for other purposes. The General Fund is a governmental fund, which means that activities within the Fund are generally supported through taxes, intergovernmental revenues, and other non-exchange transactions, rather than direct fees for services provided. Police, fire services, parks, recreation, planning, administration, and other essential activities are paid for by resources in this Fund.

The General Fund is 51% of the adjusted budget for governmental funds. Typically, the General Fund represents between 70-75% of the governmental funds budget; the \$20.5 million Plenty facility project in the economic development fund is skewing this year's total.

FY 2024 Adjusted Budget for Governmental Funds



General Fund Financial Position

Because the General Fund is financed through collections of taxes and other non-exchange revenues over which the City has little direct control, financial position must be monitored closely to ensure long-term health and fiscal sustainability. In this context, "sustainability" refers to the ability of the General Fund's ongoing, reliable revenue sources to pay for its normal operating expenditures, including personnel, contractual services, and material and supply costs.

Sustainability Adjustments

The City made significant downward adjustments in its budget in advance of the FY 2017-18 biennium, adapting to continued, significant (40%) reductions in state shared revenue. The state strongly signaled that local governments should not continue to rely on the direct distribution to fund operating costs.

The City prepared its budget for FY 2017-18 with the goal of achieving structural balance – i.e., alignment between ongoing expenses and funding sources and non-reliance on unreliable revenue for essential ongoing costs. To achieve this balance took significant work from departments and the budget team. Reduction measures included eliminating positions, offering retirement incentives, and freezing hiring. New capital expenditures were also frozen in order to allow the City to catch up on project backlogs. Budgets were reduced to the point that operating costs no longer relied on the direct distribution for funding.

The next few years after these sustainability adjustments, the City Manager recommended only modest budget increases to maintain structural balance. Further reductions have not been necessary because of several key improvements in General Fund revenue sources, which are described in the section that follows. As part of its planning processes, the City's budget team carefully evaluates the structural composition of the budget. The City Manager ensures that her recommendations maintain a structurally balanced budget in the long term. Starting in FY 2024 and based on rising cost pressure in most operating categories, the City will need to rely on a portion of the direct distribution to fund operating costs, until other revenue sources catch up.

Stability Improvements for General Fund Revenue

Voter Approval of General-Purpose Optional Tax (5th Penny)

This optional sales and use tax was approved by voters in November 2022 for a four-year term. It provides non-restricted support for General Fund operations and is critical to the delivery of core services.

Voter Approval of Specific Purpose Tax (6th Penny)

This specific purpose tax, for which spending is limited to projects presented on the ballot, will entirely benefit governmental fund infrastructure over the next 10-12 years with an approximate investment of \$42.0 million. In comparison, around 24% of the 2010 specific purpose tax supported governmental operations. The tax, approved by voters in August 2018, will contribute much to reducing deferred maintenance needs in street, storm water, parks, trails, and facilities infrastructure.

Enrolled Act 23 - 2019

In its 2019 general session, the Wyoming legislature approved Enrolled Act 23, which expanded the taxability of online sales and was effective July 2019. The fiscal note for this act estimated the state-level financial impact at around \$7.0 million. The City continues to see much needed sales tax growth because of EA23.

The table below shows changes in major sector sales and use tax collections for Albany County through February (received in March). Collections have grown in each of the largest sectors, including a 7.59% increase in retail sales, a 5.52% increase in online sales, and a 4.69% increase in accommodation and food services. The utilities sector is up 195%, which the Department of Revenue reports to be a one-time increase due to reporting by a hydro-electric utility.

Category	FY 2022 TTD Thru Feb	FY 2023 TTD Thru Feb	% Change
Accommodation & Food Services	5,711,681	5,979,797	4.69%
Construction	604,163	553,577	-8.37%
Finance & Insurance	31,269	28,271	-9.59%
Information	487,007	432,750	-11.14%
Manufacturing	505,947	269,181	-46.80%
Retail trade, other than online/mail order	12,588,277	13,544,084	7.59%
Online & mail order sales	3,151,827	3,325,694	5.52%
Public Administration	3,814,839	3,981,823	4.38%
Utilities	970,281	2,858,598	194.62%
Wholesale trade	1,050,773	1,380,484	31.38%
Other	1,971,511	1,511,185	-23.35%
Other services	959,766	979,119	2.02%
Albany County Sales & Use Tax Collections	\$31,847,341	\$34,844,563	

House Enrolled Act 62 – 2021

In the 2021 session, the legislature passed House Enrolled Act (HEA) 62, which increases the frequency of voting dates for the 5th penny optional tax. This change helps local governments because it allows voters to consider approval at both general and primary elections. Formerly, this tax could only be voted on at general elections, which could create planning issues.

Pandemic-related Federal Aid

In fiscal year 2021, the General Fund received \$4.3 million in Coronavirus Relief Fund (CRF) grants and Coronavirus State and Local Fiscal Recovery Funds (SLFRF) for lost revenue replacement. These one-time resources have been essential for filling the gap created by reduced user charges during the pandemic and have helped mitigate the large inflationary increases impacting City service delivery.

In FY 2022, the City received the rest of its direct SLFRF funding for revenue replacement. The City received \$5.67 million in SLFRF funding between FYs 2021 and 2022, all of which it is allocated to lost revenue. About 30% (\$1.67 million) of this allocation benefited General Fund operations; the rest (\$4.0 million) was allocated to water and wastewater infrastructure projects to lower required rate increases.

More federal funding is on the way in the form of American Rescue Plan (ARP) funding passed through the State of

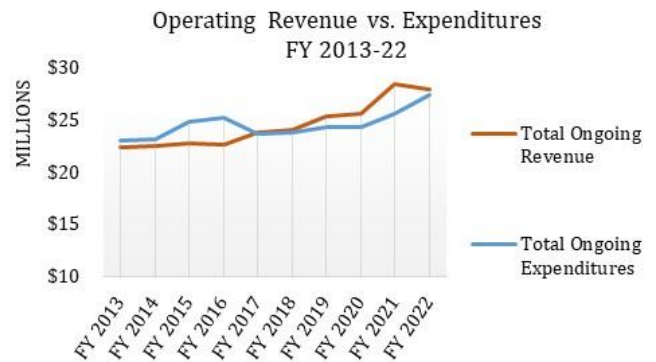
Wyoming and the Infrastructure Investment and Jobs Act. The City Manager’s Office is leading the effort to evaluate and maximize these new funding sources. Much of this funding will be used for capital investment.

Long Term Financial Analysis

Budget planning combines historical analysis, future performance projections, and organizational needs into a formal plan for resource spending and goal accomplishment. While the spending plan is necessarily current, it is developed with an eye toward long-term sustainability. Past performance is used to analyze both the current state and projected future outcomes. The City’s Budget Team reviews ten years of financial performance when evaluating overall fund health. These long-term trends are presented in the section that follows.

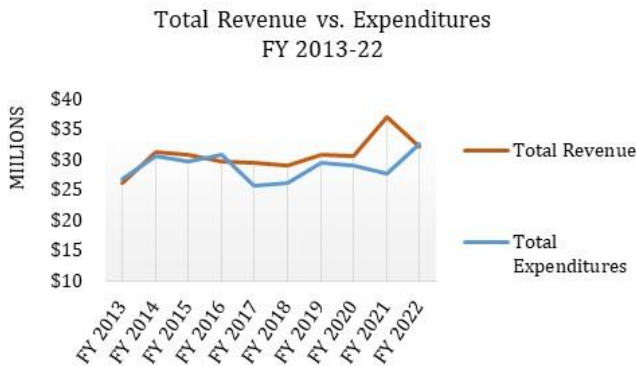
General Fund Financial Trends

Starting in FY 2017, and for the first time since FY 2009, the City’s operating revenue and expenditures were structurally balanced due to the sustainability adjustments discussed in the previous section. Two factors have helped retain this structural balance: the City Manager’s commitment to limit budget growth in light of state shared revenue reductions and increases in sales and use tax revenue due primarily to the expanded taxation of online sales.



In FY 2022, ongoing revenue exceeded ongoing expenditures by \$0.6 million. The decline from FY 2021 is due, in part, to \$1.0 million in non-recurring sales and use tax related to wind development in the prior year. Compared to FY 2021, revenue declined by \$0.5 million while expenditures grew by \$1.7 million. \$1.2 million of the growth in expenditures is attributable to personnel costs.

From a total standpoint, the City's expenditures were below annual revenue from FY 2017 to FY 2021. In FY 2022, expenditures exceeded revenue by \$0.3 million. The decline is due to interfund transfers for future capital reserves, which increased \$3.0 million in FY 2022.



FY 2022 Summary & FY 2023 Projections

FY 2022 Summary

Between fiscal years 2020-2021, revenue was highly variable in the General Fund due to pandemic-related impacts on sales and use tax sectors, growth in sales and use tax collections due to taxation of online sales, one-time collections, and pandemic-related federal aid. For Laramie, the overall impact was positive.

Fiscal year 2022 began a return to “normal” in General Fund revenue. Sales and use tax revenue declined 3.0% between FY 2021 and 2022, which was expected due to one-time collections in the prior year from wind energy development. The General Fund received no pandemic-related federal funding for the first time in two years, with the final tranche of non-entitlement State and Local Fiscal Recovery Funding (SLFRF) being allocated to utility fund projects in accordance with the Council resolution. User fees continued to rebound, particularly in parks and recreation services. There was a small decline in the direct distribution of over-the-cap severance taxes and mineral royalties due to the continued impact of previously enacted changes in the distribution formula.

Personnel expenditures experienced a \$1.2 million increase in FY 2022 due to several factors. Employees covered by the Collective Bargaining Agreement received a 2.5% step and other employees received a 2.0% merit-based compensation increase. In addition, all benefited employees received a \$1,000 net stipend, with employees receiving a prorated amount if working in less than a full-time position. Health insurance costs increased 4.0%.

Inflation and supply chain issues continued to impact City operations, with capital projects and employee recruitment experiencing the biggest impacts.

FY 2023 Projections

Sales and use tax revenue continues to experience encouraging growth, with major sectors posting gains to date. Notably, retail trade is up almost 8% and online sales is up about 6%. The City continues to see rebound in the accommodations and food services sector, which was hard hit by the pandemic. FY 2022 saw the major rebound in this sector, with the current year showing solid growth of about 5%. To date, FY 2023 sales and use tax revenue is up about 9% or \$0.9 million from FY 2022; a portion of this increase is expected to be one-time due to hydro-electric development. The City expects to end FY 2023 with about \$14.0 million in sales and use tax revenue.

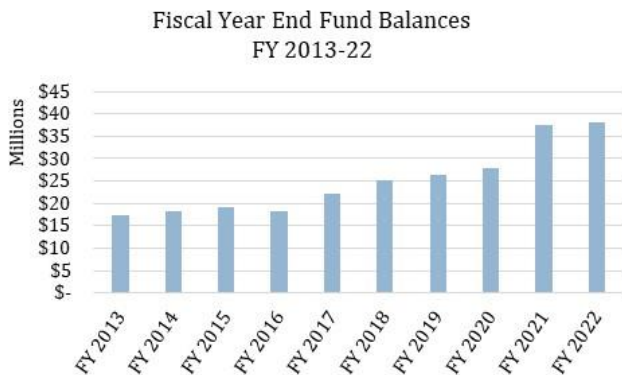
Expenditures will grow significantly again in FY 2023 due to increases in personnel costs, including health insurance. A cost-of-living adjustment (COLA) was provided to benefited employees not covered by the Collective Bargaining Agreement (CBA) in July 2022. CBA employees received either a 3.5% or 2.5% COLA depending on position, as well as a merit-based 2.5% step increase. Between FY 2022 and FY 2023, the City's cost for health insurance grew by over 13%. Even with these significant investments in compensation, the City continues to see employee attrition in high-demand positions and market pay levels below competitors for certain position bands. Information obtained from the compensation analysis and staffing study will be used to plan sustainable growth in personnel costs in increasingly difficult market conditions.

Staff project that structural balance, without relying on the direct distribution, may not be maintained, or will be maintained only by a thin margin, in FY 2023, given employment challenges and intense inflationary pressure across all expenditure types. This pressure will dictate that the City begin tapping into direct distribution funding for operating costs until growth in sales and use tax revenue offsets rising costs. Additional reserves have been assigned as a safeguard for financial position. These funding dynamics make the data obtained in the compensation and staffing analysis critical for future planning, including strategies for how to phase in recommended options and limit rising costs while investing in key service areas.

Fund Reserves

Overall reserve levels in the General Fund are measured using fund balance. Historical fund balance trends for governmental Funds can be found in the Statistical Section of the FY 2022 Annual Comprehensive Financial Report (ACFR).

The chart below illustrates fund balances for the past ten years. The increases between fiscal years 2016 and 2018 reflect the City's sustainability adjustment and freeze on capital spending. Growth after this time has been driven by the increase in revenue already discussed.



Overall reserve levels mean little without knowing what portion of that reserve is already committed to other purposes. The City has a policy of maintaining at least three to six months of a Fund's expenditures (less interfund transfers) in unassigned reserve for its non-capital Funds. Unassigned fund balance history for the General Fund is shown below.

	Unassigned Fund Balance	Restricted, Committed, or Assigned Fund Balance	Months in Unassigned Reserve
FY 2018	8,320,980	16,878,440	4.0 months
FY 2019	10,410,459	16,122,543	4.9 months
FY 2020	11,757,099	16,219,891	5.5 months
FY 2021	19,588,557	17,823,995	9.1 months
FY 2022	19,502,082	17,616,265	8.4 months

Sustainability in the FY 2024 Supplemental Appropriation

The City Manager and the Budget Team remain committed to long-term fiscal sustainability in all City Funds, and the adopted budget reflects that priority coupled with intense inflationary pressure. For the first time since FY 2017, the City will begin using a portion of the direct distribution to fund operating costs. This decision is being made intentionally to manage a lack of competitiveness in position wages and to curb continued attrition, which reduces efficiency and dampens morale during a time of critical organizational change. The Budget Team has assigned sufficient reserves to provide an additional buffer in these times of growing inflationary pressure. Trends in sales and use tax revenue continue to be positive, which will reduce the impact on reserves. The overall strategy

remains conservative and reflects the General Fund's currently available resources.

Personnel costs represent the most significant adjustment in the supplemental appropriation, and they are the largest expenditure category in the Fund. The compensation analysis and staffing study kicked off in March 2023, and recommendations from these studies will be used to plan future compensation increases. This study was a result of a 2022 Council Goal. The City Manager is recommending a reserve for FY 2024 personnel expenditure growth, as study results will not be available until fall 2023. This reserve represents the maximum annual growth that the City Manager and Budget Team view as sustainable in the long-term for all personnel costs, including insurance, in the Fund. This reserve totals just over \$1.2 million for all General Fund employees.

Moving from the City's self-funded health insurance plan to the State of Wyoming plan will reduce future financial risk across all operating Funds, while holding current health insurance costs stable for the City and reducing costs for most employees. Pressure from rising health insurance costs has impacted the operations of most Funds in the past three years. This significant change will help keep future benefit costs under control.

Budget Summary

The budget summary provides an overview of how the City will balance its budget. The gap between forecasted revenue and appropriations is covered by reserves. Fund reserves are primarily used to balance non-recurring expenditures, like capital or one-time appropriations. The Administrative Services (AS) Director and Chief Operating Officer (COO) forecast available reserves yearly, and the City Manager reduces expenditures that exceed forecasted revenue and available reserves until the budget is in balance. When forecasting reserves, the AS Director and COO ensure that minimum reserve requirements remain intact.

FY 2024 Adjusted Budget Summary

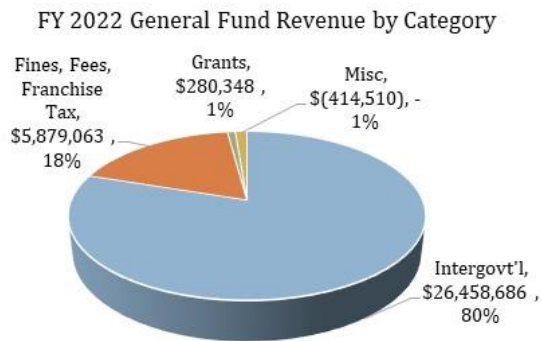
Forecasted Revenue	\$37,214,824
Restricted Reserves	200,000
Rebudget Reserves	5,128,351
Cash Reserves	<u>4,160,107</u>
Total Available Resources	46,703,282
Budgeted Expenditures	(46,703,282)
Projected Increase (Decrease) in Fund Reserves	\$-

General Fund Revenue

Revenue Composition

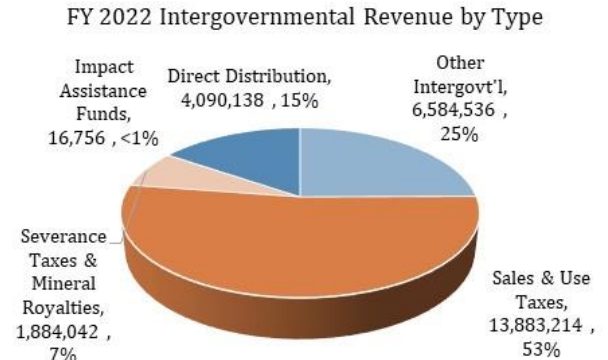
General Fund revenue is an ongoing concern because of its composition – over 75% of it is derived from intergovernmental sources governed by formulas and/or limits enacted by Wyoming statute. Furthermore, the largest source of this revenue (sale and use tax) is controlled at the County, rather than City level. While many other States provide for municipal tax elections, Wyoming does not. These traits, along with historically low tax collections in Albany County, combine to form a limited revenue base for General Fund operations.

The profile of General Fund revenue for the fiscal year ended June 30, 2022 is shown below. 80% of General Fund revenue was from taxes and intergovernmental sources, exclusive of grants. This revenue composition is comparable to prior years.



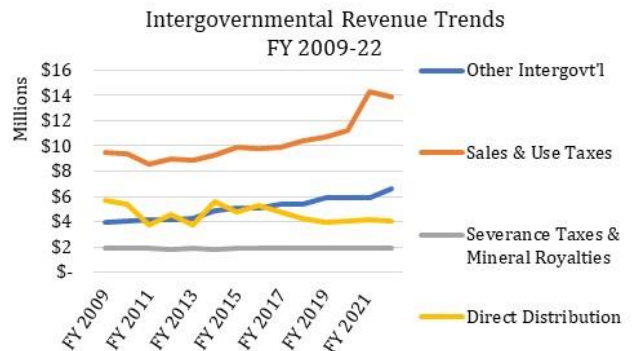
There are four major types of intergovernmental revenue sources presented in the chart above: sales and use taxes; severance taxes and mineral royalties; and the direct distribution – which is derived from over-the-cap collections of mineral royalties and severance taxes; and other intergovernmental sources. Other intergovernmental sources include shared state taxes like gasoline tax, cigarette tax, pari-mutuel wagering, lottery, and special fuels tax, as well as property tax and auto tax. Shared state taxes constitute most of the other intergovernmental total.

For FY 2022, intergovernmental revenue was comprised of sales and use tax at 53%, the direct distribution at 15%, other intergovernmental sources at 25%, and severance taxes and mineral royalties at 7%.



Not only does the City have little control over adjusting a majority of its General Fund revenue sources, but half of these sources have been stagnant or declining over the past decade. However, with the implementation of sales tax on certain online sales, the City's biggest intergovernmental revenue source is increasing, as shown on the next graph. While sales and use tax only increased around 12% between FYs 2013 and 2017, it increased 44% between FYs 2017 and 2021. Around \$1.0 million in sales and use tax revenue in FY 2021 was not ongoing, as the collections were generated by one-time wind energy development activity. The City expects this pattern to continue in the coming years with natural resource development.

Intergovernmental revenue trends are illustrated below for a fourteen-year period. Note how sales and use tax revenue stayed at about the same level from FY 2009 to FY 2017 – increasing only 4.5% in nine years. During the same time, the City experienced major changes in direct distribution receipts. These trends put into context the historical constraints on funding City's operations.



Laramie has a revenue profile characterized by low sales and use tax collection rates, relative to other Wyoming cities, which is due to a lack of energy and natural resource extraction in Albany County and a local economy dominated by tax exempt entities. In many other Wyoming municipalities, sales and use tax would make up a larger percentage of total intergovernmental revenue. Despite recent growth in sales and use tax revenue, Laramie remains sensitive to changes in shared state revenue, like the direct distribution, because its sales and use tax collections alone are not sufficient to fund basic operations. The sales tax gains due to the expanded taxability of online sales have positively impacted Laramie’s ability to maintain structural balance in its General Fund operations.

Description of Major Revenue Sources

Taxes

The 4th Cent Sales and Use Tax

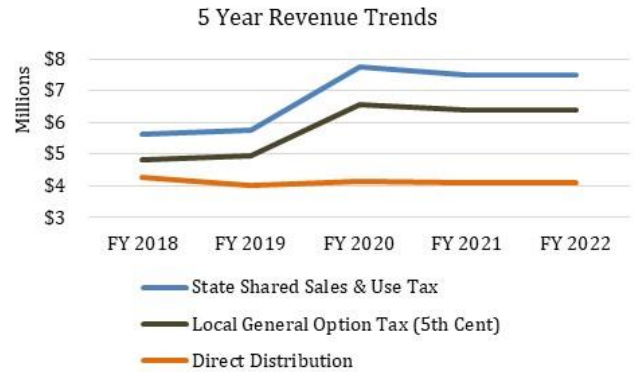
The State of Wyoming levies a 4% sales tax upon all sales, purchases, and leases of tangible property sold or leased by persons engaged in the State. A use tax of 4% is levied upon the privilege of persons to use, store, or consume tangible personal property, purchased, or leased. Since 2007, prescriptions and food have been exempted from sales tax. 69% of the State’s tax goes to the State General Fund. Of the remaining 31%, 1% is deducted for administrative expenses, 1% is distributed to counties, and the remainder going to local governments. Distribution is determined by computing the percentage that net sales and use taxes collected by the vendors in each county (including its cities and towns) bears to the total net sales collected from all vendors in the state. State distributions occur monthly.

The 5th Cent Sales and Use Tax

The 5th Cent is an important revenue source for Laramie. The City uses this tax for general operations like public safety and parks, community partnerships, and some routine capital improvements and equipment. This optional tax was renewed by voters in November 2022. Unlike the 4th Cent tax, for which the state is entitled to 69%, the City receives most of the 5th Cent tax collections. The state retains a 1% administrative fee.

The City is deeply appreciative of the community’s long-standing support of the 5th cent sales and use tax. Without renewal of this tax in 2022, the City would have been unable to continue providing its current level of services due to low sales and use tax collections in Albany County. If the tax were not renewed in future elections, the City Manager would recommend, and the City Council would evaluate and approve a major service reduction plan.

The chart below compares revenue from the 5th cent for the past five years to revenue from the 4% shared state sales tax and the state direct distribution. The stability of the 5th cent tax, as well as the sales and use tax revenue gains related to online sale taxation, has helped buffer the variability in the direct distribution.



The 6th Cent Sales and Use Tax

In addition to the General-Purpose Excise Tax (the 5th cent described in the previous paragraph); counties can levy a Specific Purpose Excise Tax (the 6th Cent Sales Tax). Both taxes are authorized in W.S. §39-15-204a (i) and (ii), but the proposition to impose each tax must be individually stated and voted upon. Unlike the General-Purpose tax, the Specific Purpose tax does not expire after four years. Instead, this tax remains in place until approved projects are fully funded. Specific purpose taxes may not fund ordinary operations of local government except those operations that are related to a specific project. No general obligation bonding can be approved if it would exceed the constitutional debt limitation of the sponsoring entity or entities.

Albany County voters approved a 6th cent tax in 2018 for projects totaling about \$60 million. The City’s portion of this tax is around \$42 million, with \$39.5 million estimated for capital construction and \$2.6 million estimated for interest costs on bonded debt. The tax will expire when fully collected, currently forecasted at a 10-12-year period.

The previous specific purpose tax was fully collected in January 2019. Remaining funds from this tax will be allocated per ballot initiative. The 2010 tax included support for street construction (~20%), Casper Aquifer Protection Program wellheads and monitoring (~4%), water line construction (~35%), wastewater line construction (~26%), and landfill improvements (~15%).

The 7th Cent Sales and Use Tax

This optional tax is available to local governments for general or specific purposes and up to \$0.25 of this tax can be used to support economic development. This tax is not currently levied in Albany County. 2023 Council Goal No. 4, Milestone F includes evaluating community needs and potential uses for this tax, in addition to other tax options.

Sales and Use Tax Revenue Forecasting

Sales and use tax revenue forecasts are estimated using trend analysis, which includes by-sector evaluation of Albany County collections. General economic trends such as the health of the national, state, and local economy are used as a basis for these estimates. Historical sales and use tax collection trends for the past five years are also used in trend analysis, and any outlying values are further evaluated to avoid skewing the forecast. Economic forecasts from the State’s Consensus Revenue Estimating Group (CREG), as well as legislative changes, are also reviewed when projecting sales and use tax revenue.

Sales Tax Collection Trends

Various components of sales and use tax revenue are subject to legislative modification. Wyoming statutes define taxation rates, distribution methods for state shared revenue, criteria for enacting local taxes, which transactions are subject to tax, both in terms of nexus and transaction type, and other components of this critical government revenue source.

A major change came in FY 2006 when food tax was removed. To ease this transition, the state provided local governments with a backfill until FY 2010. In FY 2011, the backfill for food tax was removed and sales tax collections dipped to approximately FY 2005 levels in Laramie. This change created a new, reduced baseline for collections and City services. It took about ten years for sales and use tax collections to recover from this reduction, with average tax collections, exclusive of the backfill, hovering at or below \$9.0 million between fiscal years 2006-2014.

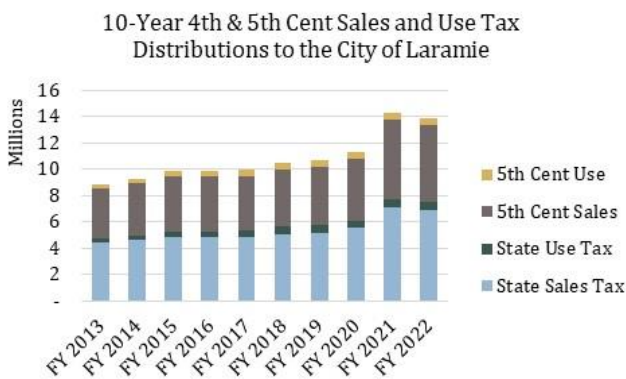
Another important legislative action came with the implementation of certain online sales and use taxes in fiscal year 2018, as well as the expansion of these taxes through Enrolled Act 23, the City of Laramie has experienced much needed growth in sales and use taxes generated by online sales.

The growth in sales and use tax revenue due to the taxation of online sales has been significant. In FYs 2018 and 2019, Laramie’s baseline revenue from the 4th and 5th cent taxes was around \$10.5 million. In fiscal years 2021 and 2022, the baseline jumped to over \$13.5 million; however, FY 2021 contained significant one-time revenue from wind energy development. Staff continue to monitor trends closely to establish the new sustainable baseline for use in financial planning.

Statewide Sales Tax Collections

As the chart in this section indicates, in FY 2022, Albany County remained in the lowest tier for per capita collection of the 4% shared sales and use tax at \$252. Albany County fared a little better than previous years due to collections on wind development activities.

The statewide median in FY 2022 was \$351 per capita. Weston County has the lowest collections at \$217 per capita. On the high end, Converse County and Teton County collected \$1,204 and \$1,033 per capita respectively. Amounts presented are exclusive of 5th and 6th penny local option collections.



County	Description	Population - 2020 Census	Per Capita
21	Weston	6,838	216.93
07	Goshen	12,498	229.94
14	Niobrara	2,467	239.96
05	Albany	37,066	251.62
10	Fremont	39,234	260.69
09	Big Horn	11,521	265.24
20	Washakie	7,685	288.33
19	Uinta	20,450	291.88
15	Hot Springs	4,621	313.69
18	Crook	7,181	318.67
03	Sheridan	30,921	323.75
01	Natrona	79,955	351.31
12	Lincoln	19,581	366.06
16	Johnson	8,447	384.71
02	Laramie	100,512	385.42
11	Park	29,624	398.32
08	Platte	8,605	426.74
06	Carbon	14,537	430.61
04	Sweetwater	42,272	452.06
23	Sublette	8,728	583.54
17	Campbell	47,026	734.18
13	Converse	13,751	1,033.64
22	Teton	23,331	1,204.44

These figures on the previous page were calculated using the State of Wyoming Department of Revenue Annual Report for 2022. The municipal distribution and County allocation of the 4% sales and use tax were added and the total was divided by the 2020 Census population for the County. This report can be accessed at <https://revenue.wyo.gov/tax-distribution-reports/aggregate-distributions>.

Property Tax

The property taxation rate is based upon mill levies. The mill levy for cities and towns may not exceed eight mills and is defined in W.S. §39-13-104. The FY 2024 budget includes the full eight mills of allocated tax. Gross products of minerals and mines are taxed at 100%, property for industrial purposes is 11.5%, and all other property, real or personal, is taxed at 9.5%.

Property owners within City limits remit the tax to the Albany County Treasurer. The County Treasurer maintains records of taxes collected for each governmental entity that has levied taxes and distributes tax collections to the Treasurer of each governmental unit. A 0.5% fee is deducted from payments to cities and towns to reimburse the county for expenses associated with tax collection.

Property tax revenue is estimated using the City of Laramie's assessed valuation to determine how much revenue should be raised with an eight-mill levy (the maximum levy the City is allowed by statute).

Franchise Fees

Utility companies pay franchise fees in exchange for using public rights of way within City limits. A franchise agreement grants utility companies the right to construct, maintain, and operate utility infrastructure. Payments are made to the treasurers of the counties, cities, and towns.

Franchise fees are estimated by analyzing trends that will affect the profits of each utility company, which may include a review of population growth or decline. The following describes the amount of tax collected per utility unit:

- Natural Gas: 2.25% of sales for gas delivered to residential and commercial customers within the City through the grantee's distribution
- Telephone: 1% of gross revenue, exclusive of revenue paid by the City to the franchise grantee and of federal and state excise taxes
- Electricity: 5% of gross operating revenue
- Cable Television: 5% of gross revenue

Intergovernmental Revenue

Intergovernmental revenues are resources exchanged between governments and can consist of grants, loans, and shared taxes. For the City of Laramie, these revenue sources

include severance tax, cigarette tax, fuel taxes, the state direct distribution, and State Loan and Investment Board (SLIB) loans and grants, among others.

Intergovernmental Revenue Forecasts

The forecasts for intergovernmental revenue sources come from the State of Wyoming Consensus Revenue Estimating Group (CREG) or projected grant and loan applications. CREG is a group of state experts representing both the executive and legislative branches who have been charged with estimating certain revenues for use by the governor and legislature.

Severance Tax

This tax is levied by the State on the extraction of oil, gas, and minerals. The distribution was capped in 2002 with de-earmarking legislation. A maximum of \$155 million in severance taxes is distributed by varying percentage to the State General Fund, water development accounts, the highway fund, capital construction funds, counties and county road construction funds, and cities. Cities receive 9.25% of the severance tax distribution. Wyoming state severance tax assumptions are based on the prices for oil, natural gas, and coal. Trona taxes are based on the average gross sales price for all Wyoming production. Production is the total volume of all commodities produced.

The distribution of severance taxes to cities and towns is based on population. Each municipality receives an amount proportional to the percentage of the population of the municipality to the state incorporated population. Taxes are distributed on a quarterly basis. The City uses the State's CREG estimate when forecasting this revenue. Estimates are made by the CREG yearly and adjusted in October for differences of estimated versus actual tax collection.

Federal Mineral Royalties

Wyoming statutes provide that 9.375% of up to \$198 million of annual Federal Mineral Royalties, excluding coal bonus funds, received by the State of Wyoming will be distributed to cities and towns. This distribution was capped in 2002 with de-earmarking legislation. The distribution formula is unique and includes both a base payment by population and a variable distribution based on the county school Average Daily Membership (ADM) to the total ADM for the state, in addition to the population relationship between each incorporated municipality with all the towns and cities in the County.

Cigarette Tax

Wyoming imposes an excise tax of \$0.006 on each cigarette, or \$0.12 cents per package of 20 cigarettes. 33.33% of the taxes collected pursuant to W.S. §39-18-104(a)(b) are distributed to incorporated cities and towns and to boards

of county commissioners in the proportion of the cigarette taxes derived from sales within each incorporated city or town or county bears to total cigarette taxes collected. The remaining collections are divided with 38.25% going to the State General Fund and 61.25% to cities, towns, and counties using the distribution method described previously.

There is also a 20% excise tax on other tobacco products. 100% of this tax is distributed to the State General Fund, and cities, town, and counties receive no collections of this tax. Cigars, snuff, and other tobacco products are also taxed at 20% of the wholesale purchase price.

Revenue from cigarette taxes is estimated by trend analysis. The trends analyzed include growth/decline of smokers, growth/decline of cigarette sales, and overall economic climate predicted for the forecast years.

Gasoline Tax

Tax is levied and collected on all gasoline used, sold, or distributed for sale or use in the state. Total gasoline tax is \$0.24 per gallon. Gasoline sold for use in aircraft is taxed at \$0.04 per gallon.

After certain deductions are made, as outlined in W.S. §39-17-111, the state allocation is as follows:

- 13.5% is distributed to counties for county road fund.
- 14% is credited to state treasurer for the counties' road construction account.
- 15% is distributed to the highway fund in the amount equal to the cost of technology transfer programs or \$31,250, whichever is less, and the rest is distributed to cities or towns for use on street improvements, 75% of which is based on taxes paid on gasoline sold in the municipality and 25% of which is based on the population of each city or town to the total population of towns and cities.
- 57.5% is distributed to the state highway account.

The City uses the State's estimate when forecasting this revenue and allocates this funding to street improvements, as directed by statute. The State is responsible for collecting and redistributing the tax monthly.

Local Government Distributions

Local government distributions are an outgrowth of the de-earmarking process that took place in the Wyoming Legislature from 1999 to 2001. De-earmarking legislation instituted a cap on local distributions of severance taxes and mineral royalties received by the State of Wyoming. When

this cap was implemented, local governmental distributions were enacted by the legislature, the source of which is over-the-cap collections of these taxes. Per W.S. §9-2-1014.1(d), the governor proposes the amount of the local government distribution in the recommended budget to the legislature. The legislature then decides whether to maintain, reduce, or increase the initial recommendation in the final budget. These distributions are important, material sources of revenue for Laramie, due to its low sales and use tax collection rates.

Types of Local Government Distributions

Local government distributions are currently disbursed only as direct distributions. While local government distributions are a matter of state statute, the funding formula for these distributions is codified only as a footnote and can be easily changed by the legislature.

The Direct Distribution

The local government direct distribution is shared 67% to cities and towns and 33% to counties. The distribution to each entity is decided by a formula, which can change with legislative action. The current formula contains a base distribution, a distribution based on weighted collections of county property and sales and use taxes per capita, and an economic hardship distribution equal to 5% of the total distribution.

The formula has changed several times during the past five years, and each modification has reduced Laramie's funding. A major change was the reduction of the hardship component from 10% to 5%. Other changes allocated an increased share of the direct distribution to communities with more volatile sales and use tax collection rates, regardless of overall per-capita tax collections. The effect is that more resources are funneled into Wyoming's wealthiest communities, which creates greater disparities in the cost of government. The most recent distribution change (2020 legislative session) increased the fixed distribution for all towns and cities, resulting in less remaining distribution for other formula components.

Both population factors and variability in local revenue are incorporated into the direct distribution formula. Growth in sales and use tax in FY 2021 coupled and low 2020 Census count results reduced Laramie's distribution, even with the legislature appropriating \$120 million instead of \$105 million for the biennium. The \$15.0 million increase was subject to a 10%, rather than 5%, hardship distribution, which benefited Laramie.

The table below summarizes the biennium direct distribution change between FY 22 - FY 23 for some Wyoming cities and towns.

City or Town	FY 21 4th Cent Per Capita for County	FY 22 Direct Dist. - \$105M Biennium	FY 23 Direct Dist. - \$120 M Biennium	Change
Torrington	\$ 209.28	1,020,486	1,010,345	-1%
Riverton	250.16	1,412,848	1,372,813	-3%
Laramie	258.33	4,152,951	3,677,527	-11%
Cheyenne	348.49	3,989,421	4,551,634	14%
Casper	325.76	3,772,526	4,658,159	23%
Gillette	538.38	1,310,396	1,929,364	47%
Jackson	933.08	270,849	332,861	23%

With one of the lowest sales and use tax collection rates in the state, Laramie historically received additional direct distribution funding for economic hardship (approximately \$1.5 million annually). However, between FY 2017 and FY 2019, this additional hardship funding was reduced by about \$700,000 by a legislative formula change. While well intended, formula changes have continued to negatively impact Laramie. The original recommendation for the biennium direct distribution was \$105 million. In the fiscal note for this bill, Laramie was forecasted to receive only \$3.4 million in FY 2023. Had this bill passed unamended, Laramie’s reduction would have been around \$700,000 or 17% per year.

The passing of HB 185 in the FY 2023 legislative session included an additional \$34.0 million in local government distributions. The impact for Laramie is significant; the City is expected to receive around \$6.2 million compared to the original distribution of \$3.7 million. The additional funding will be held in reserve to offset inflationary pressure across all cost categories.

The City Council and management remain concerned about future changes to the direct distribution formula, as well as the uncertainty of future distributions. Staff monitor this revenue source closely each legislative session.

Countywide Consensus Funds

This type of funding was removed from local government distributions effective FY 2017. There was an amendment in the 2022 legislative session to allocate \$15 million in consensus funding, but this amount was ultimately added to the direct distribution bill. Countywide Consensus Grants were block allocations that required a priority ranking of County-wide capital improvement projects. The percentage of the local government distribution allocated to Consensus funding varied based on the governor’s recommendation and legislative action. When this funding was in place, the remaining part of the local government distribution was allocated as direct funding.

Local Government Distribution Trends

Cities are informed of distribution total by the State, and this figure is used to forecast revenue. Since the FY 2017- FY 2018 biennium, the state has elected to distribute the direct distribution in two payments per fiscal year, rather than one payment. The State is using this approach, so it can adjust the distribution if economic factors necessitate it.

Local government received \$175 million during the FY 2015 – FY2016 biennium in state distributions, with an additional \$8 million in supplemental appropriation. Of the \$183 million distribution, \$113 million was distributed as direct funding and \$70 million was distributed as Countywide Consensus funding.

From FY 2017 to FY 2022, the legislature approved \$105 million in local government distribution. All funding was distributed as direct funding, with no Countywide Consensus distribution. This allocation was 43% lower than the prior amounts.

For the FY 2023 – FY 2024 biennium, the legislature approved \$120 million in local government distributions, with the additional \$15 million subject to a 10%, rather than 5%, hardship distribution. The legislature approved a supplemental appropriation of \$34.0 million during the 2023 session.

The following graph illustrates trends in state direct distributions. This revenue source is a major component of Laramie’s state shared revenue, ranging from just under \$4 million to almost \$6 million in the past decade. Because this source generates revenue that, over time, is equal to shared sales and use tax collections, variability and uncertainty constrain City operations.



The following chart shows biennium totals for countywide consensus funds and the direct distribution since FY 2011. As previously noted, the FY 2017 to present local government distribution have not included consensus funds.

City of Laramie Local Government Distributions



State Loan and Investment Board (SLIB)

Cities and towns in Wyoming are eligible for SLIB funding to improve public service facilities, alleviate emergencies that pose an immediate and direct threat to the health, safety, and welfare of the citizens, develop solid waste facilities, or foster investment in transportation. During the budget process, the City estimates the contribution of SLIB money based on grant stipulations, available match funding, and the amount of money the requesting department requests in the application process.

Mineral Royalty Grants

SLIB Mineral Royalty Grants (MRG) for economic hardship are awarded for 50% or 75% of project costs. Grants of more than 50% can be given to municipalities where either a) at least seven mills for operating expenses are levied, including special district levies chargeable against the general city or town levy during the current fiscal year, b) the optional tax permitted by W.S.39-15-204(a)(i) or (iii) is imposed, or c) all other local revenue sources reasonably and legally available to finance the project are being utilized. Additionally, municipalities that meet one or both of the following criteria are eligible to receive grant assistance up to 75% of the eligible project costs: a) there is a population of less than 1,300 people per the most recent federal census or b) located within a county where the three-year average of the local government share of state sales and use tax per capita is less than 70% of the statewide average.

In the 2020 budget session, this funding source was reduced significantly. The prior biennium approximately \$33.0 million was available. For FY 2023 – FY 2024, the program was initially unfunded, with only emergency grant awards available. However, there was a supplemental appropriation of just over \$10 million approved in the 2023 general session.

Street Improvement Loans

House Bill 194, which was passed in the 2018 legislative budget session, provides for certain loans from the permanent mineral trust fund for a total of \$200,000,000.

Cities, towns, and counties can apply for up to \$35,000,000 in available annual funding for street and road improvements, providing that water, sewer, and other related infrastructure is already in place. Loans must be secured by a revenue pledge or a mortgage and range in term from 5 years to 25 years, with annual interest at 1.0% through 5 years and 0.075% per year thereafter. Only one loan is available per entity at a time; loans must be paid off prior to applying for additional funding. This new funding source, while capped, provides an excellent opportunity to secure low-cost financing for street infrastructure improvements.

Impact Assistance Payments

The Wyoming Department of Environmental Quality’s industrial siting rules and regulations outline the permitting process for proposed industrial facilities. Required application information includes socioeconomic, service-level, and environmental impact disclosures to affected local governments among many other items. Specifically, the person or corporation constructing the facility and the Counties affected by construction must provide evidence at a public hearing of mitigated and unmitigated impacts on counties, cities, and towns in the impact area. The industrial siting council reviews the evidence and determines, applying a preponderance of evidence standard, the dollar amount of the unmitigated impacts. The industrial siting council then states the total dollar amount of impact assistance payments, which cannot exceed between 1.5% and 2.76% of the total estimated material costs of the facility depending on project size and impact. Amounts are distributed according to a ratio determined in the public hearing and may be adjusted during the project. The Wyoming Department of Revenue distributes impact assistance payments; the funding source is the state’s share of 4th cent tax collections related to the project, subject to the stated maximums.

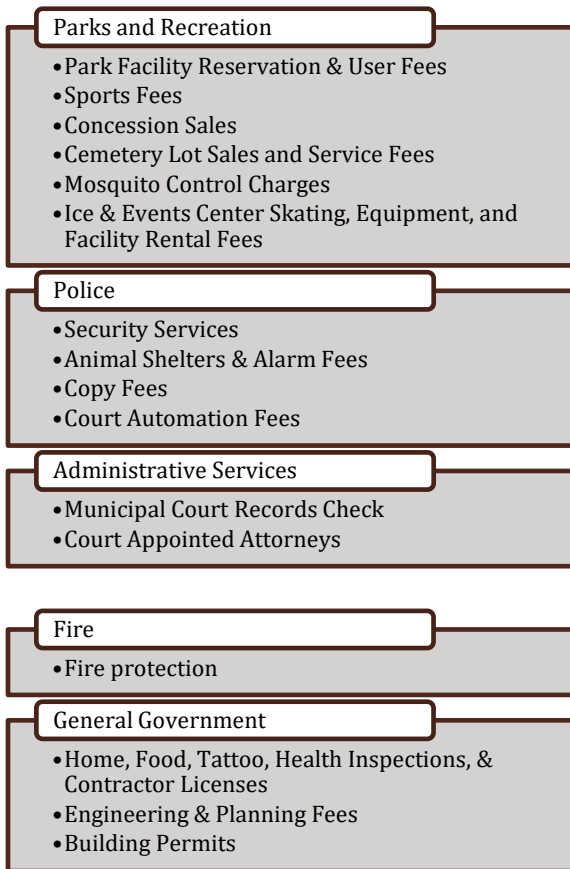
The City of Laramie has earned impact assistance fees from six industrial developments: Rail Tie Wind Project, Boswell Springs Wind Project, TB Flats Wind Energy Project, Chokecherry Wind Project, Ekola Flats Wind Energy Project, and Gateway West Transmission Line. To date, over \$1.4 million has been received. These funds are restricted to mitigate the project impacts described in each agreement. In the current biennium, funds have been allocated to support emergency services and public safety vehicles and equipment purchases in accordance with agreement terms. The City has not received any payments for the Rail Tie project yet; these payments are expected to begin in the current biennium based on the project schedule.

Charges for Services

General Fund charges for services vary by department and cost center. Overall, this revenue makes up about 5% of the forecasted total for FY 2024. The City controls the rates for these services.

Code Administration typically generates the largest portion of charges for service revenue followed by Mosquito Control and Fire. Mosquito Control is managed with a full cost recovery rate structure, as each citizen who receives a utility bill is charged \$4.89 per month for mosquito spraying.

The graphic below outlines various types of service charge revenue the City earns.



Storm Drainage Utility

Under Wyoming Statute (16-10-104), municipalities can form storm drainage utilities. Senate Enrolled Act 31 of the 2020 legislative budget session, amended W.S. 15-7-101(a)(iii.) and (b) to allow Cities to prescribe and regulate rates for storm drainage. The City can fund storm drainage through general or special revenue funds, revenue bonds or other bonded forms of indebtedness, service charges, or a combination of these sources. W.S 16-10-105 specifies that drainage service charges must pay the cost of designing, planning, constructing, reconstructing, acquiring,

operating, improving, extending, and maintaining surface water drainage systems; provide an adequate depreciation fund; pay the principal and interest of any bond issues or indebtedness; and study surface water drainage requirements.

Based on a Council policy goal for 2021, the City hired a consultant to provide storm drainage rate options. City Council awarded the Phase 1 portion of the Stormwater Funding Feasibility Study February 2, 2021, and on September 27, 2022, a work session to explore the options of various funding strategies was presented to Council with specific emphasis on user-fee methodologies that will meet the City's stormwater program goals and priorities. The work session also provided stormwater funding education and outreach with direct engagement to City Council during the work session to describe the compelling case for a stormwater funding source, to clarify priorities and goals for the stormwater program, to inform Council on the options to fund stormwater services, and to define a path forward. Following the work session, staff worked with WSP to put together a scope of work for the Phase II portion of the Stormwater Funding Feasibility Study which includes the following objectives: (1) refinement and finalization of a program of services, financial policies, public outreach, data development, and operational policies, (2) development of a public outreach plan and use of a focus group to receive specific feedback on key issues/policy, and (3) two work sessions with the City Council and staff to receive input and direction. This project will ultimately guide the City in the adoption of a stormwater funding ordinance. The latest project amendment was approved by the City Council on March 21, 2023.

Cooperative Service Agreements

The City is a partner in several cooperative agreements that generate revenue in exchange for providing services. Notable among these is the Iverson Memorial Hospital (IMH) agreement, which provides over \$1,000,000 in exchange for provision of community ambulance/EMS services. There is an additional yearly payment to the City from IMH if profit levels exceed amounts defined in the cooperative agreement. In FY 2022, the Fire Chief also successfully negotiated an agreement for County EMS services. Additionally, the Police Department has an agreement with the Albany County School District (ACSD) to support policing services in schools. Both the Police and Fire Departments have cooperative agreements with ACSD and the University of Wyoming for providing services at events.

Forecasted General Fund Revenue

The table below presents actual revenue for two years, year-to-date totals for FY 2023, and the forecasted and adjusted revenue for the biennium.

	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 3/31/23	FY 2023 Forecast	FY 2024 Forecast	FY 2024 Adjustments	FY 2024 Adjusted Forecast
Taxes							
Taxes - Auto	\$ 601,072	\$ 608,473	\$ 398,390	\$ 520,000	\$ 520,000	\$ -	\$ 520,000
Taxes - Property	2,212,648	2,392,773	1,812,149	2,050,000	2,100,000	-	2,100,000
Taxes - Franchise	1,737,851	1,699,543	1,043,157	1,675,150	1,675,150	(25,000)	1,650,150
Sales & Use Tax - 4th Cent	7,750,023	7,493,946	5,597,702	6,300,000	6,300,000	1,200,000	7,500,000
Sales & Use Tax - 5th Cent	6,561,958	6,389,268	4,784,844	5,425,000	5,425,000	925,000	6,350,000
Total Taxes	18,863,552	18,584,003	13,636,242	15,970,150	16,020,150	2,100,000	18,120,150
Intergovernmental Revenue							
Cigarette Tax	87,388	79,828	50,129	80,000	80,000	(5,000)	75,000
Gas & Special Fuels	1,031,892	1,085,000	749,480	1,010,000	1,010,000	(10,000)	1,000,000
Mineral Royalties	762,391	753,504	376,653	750,000	750,000	-	750,000
Severance Tax	1,138,787	1,130,538	569,706	1,130,000	1,130,000	-	1,130,000
Direct Distribution	4,153,317	4,090,138	3,677,527	3,675,000	3,675,000	2,425,000	6,100,000
Public Safety Grants & Reimb	741,971	779,680	981,724	1,348,422	1,412,232	105,000	1,517,232
IMH Agreement	1,038,263	1,335,812	1,177,512	1,100,000	1,100,000	150,000	1,250,000
Wyoming Lottery	110,887	80,265	84,538	80,000	80,000	-	80,000
Pari-Mutuel Wagering	118,655	159,111	90,830	85,000	85,000	15,000	100,000
Skilled Gaming	8,425	29,694	-	5,000	5,000	5,000	10,000
Other Intergovernmental	4,800,969	277,454	203,310	535,000	235,000	179,868	414,868
Total Intergovernmental	13,992,945	9,801,024	7,961,409	9,798,422	9,562,232	2,864,868	12,427,100
Fines & Forfeitures							
Court & Parking Fines	379,139	469,242	331,475	412,000	412,000	-	412,000
Court Costs	24,164	21,952	14,404	20,000	20,000	-	20,000
Total Fines & Forfeitures	403,303	491,194	345,879	432,000	432,000	-	432,000
Charges for Services							
Parks & Recreation	95,195	161,051	121,184	105,250	105,250	22,000	127,250
Cemetery	27,205	28,639	28,918	23,100	23,100	-	23,100
Police	34,669	77,338	63,940	60,000	60,000	-	60,000
Municipal Court	46,420	67,222	24,208	43,000	43,000	20,000	63,000
Fire	273,564	166,689	152,836	184,000	184,000	-	184,000
Mosquito Control	554,155	559,879	421,784	540,000	540,000	-	540,000
Ice and Events Center	124,889	168,089	174,934	153,000	153,000	20,000	173,000
Other	2,322	2,930	2,352	2,750	2,750	-	2,750
Planning and Permit Fees	664,412	642,830	1,218,494	645,000	645,000	-	645,000
Total Charges for Services	1,822,831	1,874,667	2,208,650	1,756,100	1,756,100	62,000	1,818,100
Licenses and Permits	168,353	185,631	188,374	173,000	173,000	100,000	273,000
Other Revenue	218,050	(473,041)	583,896	192,465	155,000	18,000	173,000
Total Revenue b/f Debt & Transfers	35,469,034	30,463,478	24,924,450	28,322,137	28,098,482	5,144,868	33,243,350
Proceeds from Debt Issuance	-	82,932	-	2,632,011	-	2,191,467	2,191,467
Enterprise Funds Shared Services	1,626,980	1,626,980	1,310,560	1,747,414	1,747,414	-	1,747,414
Transfers In - Operating	7,500	7,500	5,625	302,500	7,500	25,093	32,593
Transfers In - Capital	3,654,901	6,576,089	-	-	-	-	-
Total Revenue	\$ 40,758,415	\$ 38,756,979	\$ 26,240,635	\$ 33,004,062	\$ 29,853,396	\$ 7,361,428	\$ 37,214,824

Capital Project-Related Revenue

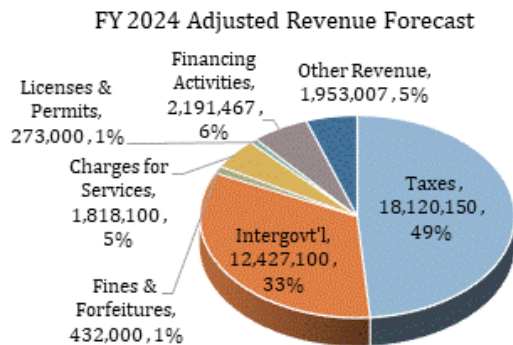
The table below lists one-time revenue sources specifically allocated to capital projects.

Project Description	FY 2023 TTD Revenue	Received to Date	FY 2023 TTD Rebudget	FY 2024 Forecast	FY 2024 Adjustments	FY 2024 Adjusted Forecast
Public Transit Planning						
WYDOT Public Transportation Planning Grant	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 160,000
Columbarium						
Cemetery Trust Fund Transfer	45,000	(19,907)	25,093	-	-	25,093
Ice & Events Center Lighting Upgrades						
Rocky Mountain Power Incentive	-	-	-	3,000	-	3,000
Cowboy Field Outfield Fence Screen						
Albany County Recreation Board	-	-	-	-	1,800	1,800
Cowboy Field Scoreboard Replacement						
Albany County Recreation Board	-	-	-	-	18,068	18,068
Station 3 Solar Array						
Rocky Mountain Power Blue Sky Grant	39,465	(39,465)	-	-	-	-
Total General Fund Capital Revenue	\$ 84,465	\$ (59,372)	\$ 25,093	\$ 3,000	\$ 179,868	\$ 207,961

Revenue by Type

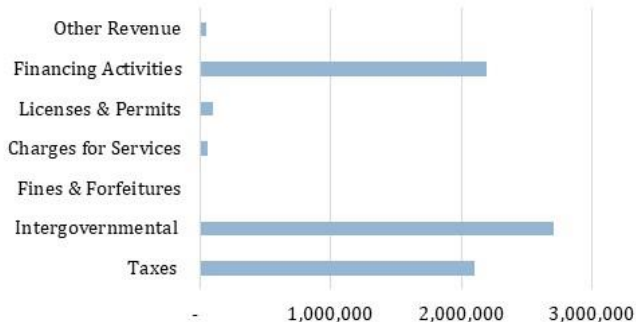
Profile of Revenue Forecast

The composition of the adjusted General Fund revenue forecast is presented below:



Several revenue adjustments were necessary in FY 2024. There was \$2.2 million rebudgeted for lease purchase financing, reflecting delayed delivery of equipment. Other material adjustments include \$2.1 million in sales and use tax collections, based on trends during the past few years, as well as \$2.4 million for supplemental direct distribution funding.

FY 2024 Adjustments

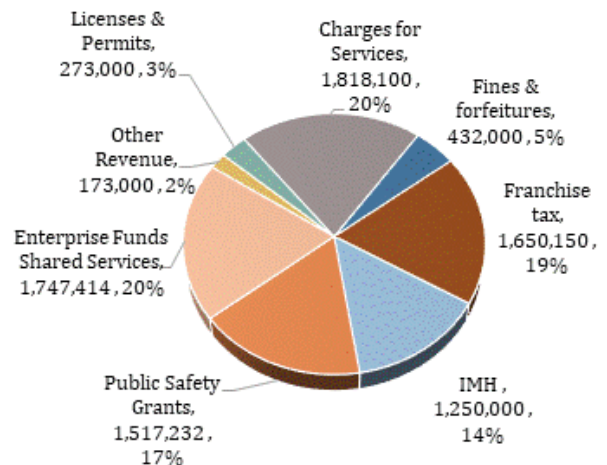


City-controlled Revenue

City-controlled revenue includes rates that Council and management can implement without involvement of another agency or fees that the City can earn through providing services. Mosquito control charges, code administration fees, and parks and recreation fees are examples, as are negotiated agreements for services provided. Around 24% of forecasted revenue for the FY 2024 is controlled by City action.

The composition of City-controlled revenue, per the FY 2024 adjusted forecast, is shown below. The shared services transfer from Enterprise Funds, which is 20% of this revenue type, is based on actual services provided by General Fund employees, including utility billing and service order management, information technology support, financial management, human resources, legal assistance, and administrative management.

Composition of City Controlled Revenue



Budgeted Expenditures

The budgeted expenditures are the result of several months of strategic planning with departmental directors and the Budget Team. Personnel, operating, and capital expenditures are proposed and evaluated by the City Manager for alignment with management's and City Council's priorities. This process results in the City Manager's budget recommendation, which is presented to the City Council for consideration, deliberation, and adoption.

Overview of the FY 2024 Supplemental Budget

The City Council's goals are a major consideration in the development of the budget, as are operational objectives advocated for by the City's leadership team.

The capital plan received a thorough review during the biennium planning cycle. The City Manager recommended major investment in General Fund fleet due to significant deferred maintenance and the availability of reserves – the appropriation is approximately \$3.9 million. Details on the capital plan can be found in the Capital Investment and Construction Plan for FY 2023 – FY 2024 and in this document.

The City Manager set several parameters to limit supplemental budget requests in FY 2024. Directors were asked to consider only the following matters when developing requests so that the City could reserve as much funding as possible for compensation analysis and staffing study implementation:

- Operating amendments for police services and human resources due to new Chief and Director priorities
- Required inflationary increases for operating and existing capital projects
- Amendments related to major changes in Council goals or management objectives

In contrast to the first year of biennium planning, adjustments to capital expenditures are a small portion of the adjustment, aside from rebudgets of prior funding. Adopted appropriations are sufficient to accomplish stated objectives for the biennium.

2023 City Council Goals related to General Fund Operations

2023 policy goals for General Fund operations are included below. Unless specifically addressed in a supplemental budget request, the City Manager expects that existing appropriations will be sufficient to cover stated Council goals.

Goal No. 1 – Infrastructure Planning & Investment

Milestone A: Prioritize planning and construction and reconstruction of public amenities, facilities, and rights-of-way to maximize safe access for persons of all abilities and ages.

Milestone B: Increase public awareness about how property owners support accessibility for persons of all abilities. Work with the Disabilities Commission, Board of Health, and other interagency partners to improve physical access for differently abled persons of all ages.

Milestone C: Improve robustness of the storm water management system.

Milestone D: Ensure non-motorized and alternative transportation options are integrated comprehensively into municipal and regional transportation systems.

Milestone E: Continue grant seeking and aggressive investment in water, sewer, and street systems.

Milestone F: Assess community connectivity options in effort to ensure adequate broadband infrastructure to retain workforce and businesses. (re: *Thrive!* Strategy #10)

Goal No. 2 – Interagency Collaboration

Milestone A: Continue to participate with the Albany County Mental Health [Interagency] Board to explore and develop community-integrative programs to address mental health needs.

Milestone B: Expand offerings within the drug and alcohol diversion program.

Milestone C: Conclude growth strategy effort with Albany County and adopt a joint intergovernmental agreement for growth management planning.

Milestone D: Review and evaluate current boards and commissions.

Goal No. 3 – City Services and Resident Engagement

Milestone A: Implement a Police-Community relations board. Consider establishing a Human Rights Commission within an overall streamlined volunteer board and commission structure.

Milestone B: Continue migration to a new Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.

Milestone C: Implement strategies to raise community awareness about and participation in matters being considered by the city council.

Milestone D: Establish a municipal volunteer program and consider smart phone apps and other means for making volunteerism with the city easier.

Goal No. 4 – Economic Development

Milestone A: Evaluate potential to transform the Snowy Range Road corridor to better capture and allow for expansion of the tourism economy stemming from outdoor recreation and to provide essential amenities for the neighborhood/district. (re: *Thrive!* Strategy #13)

Milestone B: Initiate Urban Renewal redevelopment of City-owned property for housing and business expansion.

Milestone C: Explore housing approaches that provide smaller [affordable] housing within intentional neighborhood planning and design (ex: Senior Village, Family starter homes, low-income small homes).

Milestone D: Develop informational resources for developers about federal, state, and local building requirements, the demand for housing, and direct partnership opportunities with the city. (re: *Thrive!* Strategy #13)

Milestone E: Improve communication with developers and contractors about changes made to municipal code and ensure Planning and Public Works/Engineering provide information to private sector partners.

Milestone F: Evaluate community needs and potential uses for the available ("7th") penny and the municipal tax options.

Goal No. 5 – Environmental Stewardship

Milestone A: Continue energy efficiency efforts and explore potential large scale solar projects on city-owned property.

2022 City Council Goals related to General Fund Operations

The City Council goals related to General Fund appropriations in the first year of the biennium are noted below.

Goal A – Holistic Economic Development (Laramie-Centric)

Milestone #1: Continue Implementation of *Thrive! Economic Development Plan* with Partner Agencies.

Milestone #2: Consider and Implement Improvement Program for Primary Retail Corridors to Include Public-Private Partnership(s) and Development Policies.

Milestone #3: Review Initiatives for Increasing Affordable Housing Options and Providing Flexibility to the Development Community:

a) Review and consider changes to city development code to include – but not limited to – decreasing minimum lot widths, lot sizes, and setback requirements, allowing for accessory dwelling units in single family zoning districts, and eliminating the garage requirement in single family zoning districts.

b) Review Turner Tract plan and assess development of City-owned land in the Turner Tract for entry-level housing development in conjunction with the construction of Bill Nye Avenue.

c) Consider and implement methods for accelerating and incentivizing construction of workforce and attainable housing.

Milestone #4: Implement Renewal & Redevelopment Program for the City's North 4th Street Properties and Surrounding Area.

Milestone #5: Establish Urban Renewal Authority and Consider All Available Tools for Addressing Blighted Areas and Renewing Areas Ready for Redevelopment.

Goal C – Maintain and Improve City Services to Residents

Milestone #1: Continue Technology Efficiency Program, Specifically Enterprise Resource Planning Software Replacement, to Improve Customer Service and Lower Cost-of-Government.

Milestone #2: Make Sustainable Modifications to Compensation that will Strengthen City's Ability to Recruit and Retain Highly Qualified Staff Members and Complete Staffing and Compensation Analysis.

Goal D – Maintain and Improve Municipal Infrastructure

Milestone #1: Complete Planned Investments into Street System and Update the Pavement Condition Assessment. Seek Newly Available Funding from Federal Infrastructure Bill for Completion of Additional Street Work Throughout the City and for Paving Unpaved Roadways. Assess Potential for Improving Sidewalk Accessibility for All Persons.

Milestone #2: Create Sustainable Surface Water Run-off Diversion & Management System to Protect Persons and Property.

Milestone #3: Continue Expansion of Green Belt, Park, and Recreation Amenities.

Goal E – Intergovernmental Collaboration

Milestone #2: City and County Will Create & Adopt a Joint Agreement for Development Within the Rural/Urban Interface High-Priority Growth Area, Inclusive of Infrastructure, Wastewater Management and Economic Growth. Subcommittee Members: Councilors Schmechel, Harrington, Weaver, Assistant City Manager & Planning Manager.

Milestone #3: General Intergovernmental Cooperation and Planning Committee:

- a) Evaluate Community Mental Health Services and Support System Strengths and Weaknesses,
- b) Identify Appropriate Uses for Opioid Settlement Funding & Initiate Findings
- c) Support LCCC Efforts to Attain Long Term Viability & Sustainability
- d) Support Renewal Effort for 5th Cent General Purpose Tax in 2022 (all members welcome)

Subcommittee Members: Councilors Pearce, Shuster, Summerville, City Manager and/or Designee(s)

Carbon Reductions Initiative

On March 3, 2020, the City Council approved Resolution 2020-14, which established its intent to immediately reduce carbon emissions from municipal government operations and facilities, while working toward a community-wide carbon neutral goal by 2050.

The budget continues to include allocations to achieve the immediate reduction in carbon emissions this resolution outlines.



General Fund Budgeted Expenditures by Department

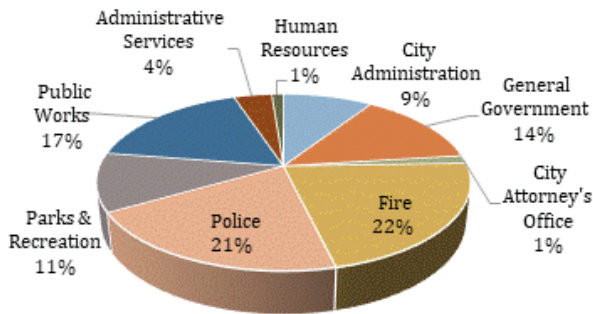
The table below presents actual results for fiscal years 2021, 2022, and 2023 to-date, as well as the FY 2023 budget, as amended to date, and the adopted and adjusted FY 2024 budgets. Division-level budget detail is provided in subsequent sections.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
City Administration							
Personnel	\$ 2,203,611	\$ 2,264,771	\$ 1,815,564	\$ 2,643,194	\$ 2,632,953	\$ 115,522	\$ 2,748,475
Contractual Services	515,372	583,942	587,684	1,017,386	837,675	25,900	863,575
Materials & Supplies	(1,544)	38,667	32,717	54,679	56,179	-	56,179
Capital Projects, Studies, & Equipment	122,335	432,439	241,895	520,462	452,500	189,663	642,163
Total City Administration	2,839,774	3,319,819	2,677,860	4,235,721	3,979,307	331,085	4,310,392
General Government							
Contractual Services	886,588	911,008	1,030,444	1,391,548	1,285,053	340,000	1,625,053
Materials & Supplies	1,643	917	83	5,000	5,000	-	5,000
Fee for Service Agreements	215,766	235,000	212,500	325,000	335,000	(80,000)	255,000
Unallocated Reserve	-	-	-	234,989	300,000	(50,000)	250,000
Community Partners	118,998	168,710	166,840	166,183	238,166	7,500	245,666
Capital Projects, Studies, & Equipment	-	-	-	-	-	200,000	200,000
Interfund Transfers - Operating	1,541,686	1,371,624	825,000	1,100,000	1,250,000	(250,000)	1,000,000
Interfund Transfers - Capital	462,866	3,290,000	375,000	1,667,150	600,000	1,000,000	1,600,000
Debt Service	59,702	50,237	27,619	50,238	200,237	(150,000)	50,237
Reserve for Compensation Plan & Staffing Study Implementation	-	-	-	-	-	1,210,052	1,210,052
Total General Government	3,287,249	6,027,496	2,637,486	4,940,108	4,213,456	2,227,552	6,441,008
City Attorney's Office							
Personnel	497,794	515,518	403,925	550,951	545,434	-	545,434
Contractual Services	58,223	92,339	18,811	123,645	123,645	-	123,645
Materials & Supplies	8,519	8,358	4,049	8,500	8,500	-	8,500
Total City Attorney's Office	564,536	616,215	426,785	683,096	677,579	-	677,579
Fire							
Personnel	5,252,817	5,582,540	5,074,154	6,402,608	5,845,692	694,584	6,540,276
Contractual Services	253,916	343,017	267,687	433,881	430,681	7,000	437,681
Materials & Supplies	182,626	301,806	195,914	374,780	346,780	74,100	420,880
Capital Projects, Studies, & Equipment	174,020	621,505	156,618	2,231,281	349,060	1,891,790	2,240,850
Debt Service	54,622	54,875	27,456	499,031	357,854	165,435	523,289
Total Fire	5,918,001	6,903,743	5,721,829	9,941,581	7,330,067	2,832,909	10,162,976
Police							
Personnel	6,182,015	6,530,101	5,112,349	7,381,882	7,240,148	8,632	7,248,780
Contractual Services	642,173	609,626	498,357	796,634	797,180	94,600	891,780
Materials & Supplies	304,588	326,154	209,746	279,899	348,304	54,300	402,604
Capital Projects, Studies, & Equipment	136,983	348,025	206,848	1,357,034	291,100	724,266	1,015,366
Debt Service	8,900	9,021	4,510	9,021	9,021	-	9,021
Total Police	7,274,659	7,822,927	6,031,810	9,824,470	8,685,753	881,798	9,567,551
Parks & Recreation							
Personnel	1,636,868	1,719,393	1,440,715	2,035,331	2,044,687	-	2,044,687
Contractual Services	440,382	516,478	297,514	682,137	683,437	21,000	704,437
Materials & Supplies	349,952	320,117	223,581	434,590	422,590	-	422,590
Capital Projects, Studies, & Equipment	427,506	179,621	578,608	1,568,265	333,000	1,217,364	1,550,364
Debt Service	260,084	288,986	587,300	596,306	293,082	-	293,082
Total Parks & Recreation	3,114,792	3,024,595	3,127,718	5,316,629	3,776,796	1,238,364	5,015,160

Budgeted Expenditures by Department (cont.)

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Public Works							
Personnel	1,901,707	2,092,529	1,761,820	2,573,299	2,595,351	-	2,595,351
Contractual Services	682,984	747,361	615,849	1,106,574	1,096,714	29,940	1,126,654
Materials & Supplies	78,976	112,279	91,285	136,177	114,177	11,400	125,577
Capital Projects, Studies, & Equipment	614,076	184,073	413,786	4,122,296	479,700	3,586,051	4,065,751
Debt Service	-	-	-	270,387	223,294	(532)	222,762
Total Public Works	3,277,743	3,136,242	2,882,740	8,208,733	4,509,236	3,626,859	8,136,095
Administrative Services							
Personnel	959,180	1,088,002	884,317	1,354,512	1,340,145	(71,510)	1,268,635
Contractual Services	194,642	270,580	197,641	570,543	573,291	(103,500)	469,791
Materials & Supplies	10,759	13,361	10,561	29,918	15,069	-	15,069
Capital Projects, Studies, & Equipment	51,231	63,565	25,989	161,677	-	78,212	78,212
Total Administrative Services	1,215,812	1,435,508	1,118,508	2,116,650	1,928,505	(96,798)	1,831,707
Human Resources							
Personnel	362,470	312,223	182,468	416,097	420,548	-	420,548
Contractual Services	64,309	59,423	101,279	113,065	103,176	28,650	131,826
Materials & Supplies	2,586	2,210	1,485	8,440	8,440	-	8,440
Capital Projects, Studies, & Equipment	16,406	-	-	-	-	-	-
Total Human Resources	445,771	373,856	285,232	537,602	532,164	28,650	560,814
Total General Fund	\$ 27,938,337	\$ 32,660,401	\$ 24,909,968	\$ 45,804,590	\$ 35,632,863	\$ 11,070,419	\$ 46,703,282

FY 2024 Adjusted Budget by Department

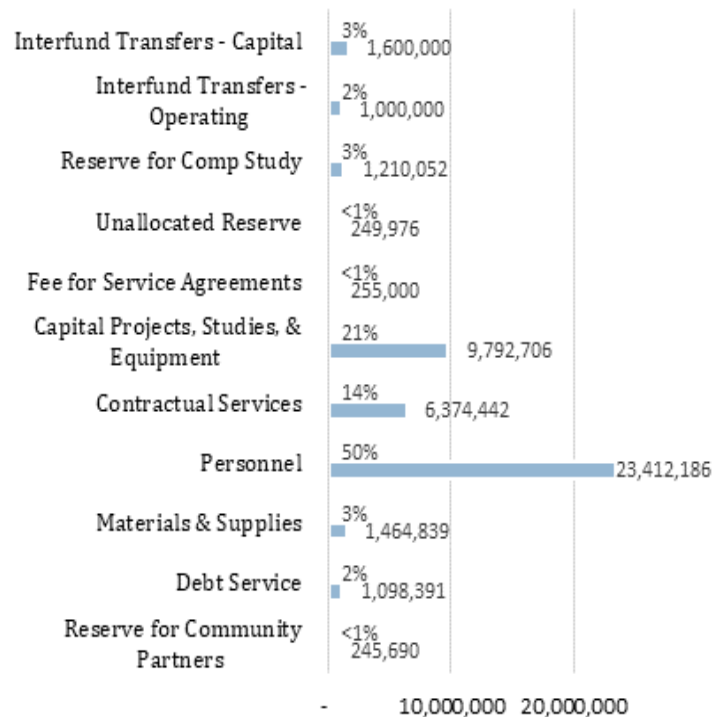


The graph above shows the adjusted budget by category. Public safety services account for 43% of the total, followed by public works at 17%, general government at 14%, and parks and recreation at 11%. General government is a large percentage of the total in FY 2023 and FY 2024, with an increase in this division due to the capital reserve transfers, additional support for the Recreation Center Fund, and the reserve for personnel study implementation.

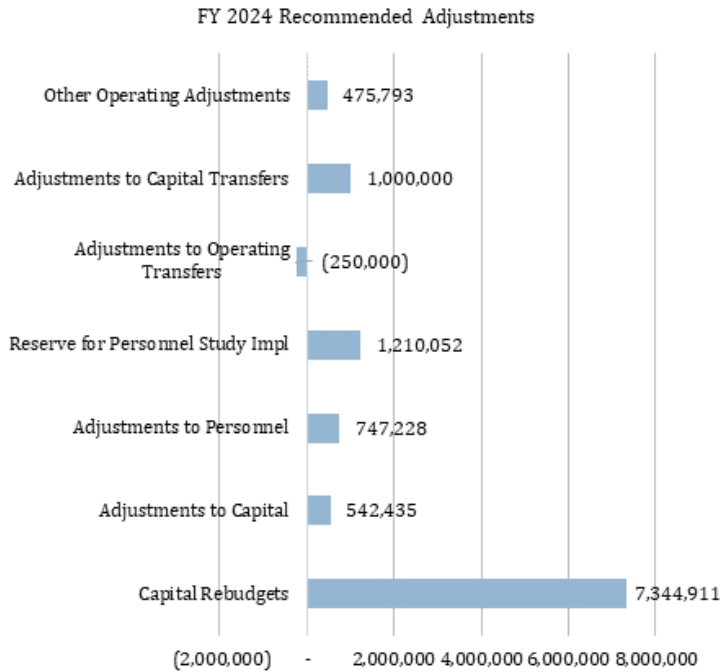
The chart to the right shows the adjusted budget by expenditure type. As is typical, personnel costs make up around 50% of the budget in the General Fund. The next largest categories include capital projects and equipment at 21% and contractual services at 14%. Prior to FY 2021, capital and equipment expenditures made up a larger component of the General Fund budget. However, the City

has begun managing its major capital projects and improvement initiatives in the Capital Construction Fund.

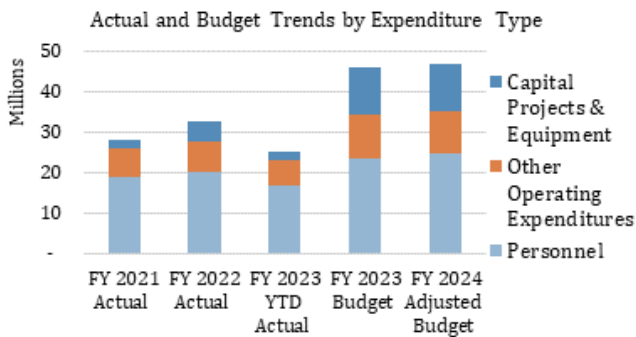
FY 2024 Adjusted Expenditures



The graph below illustrates the budget adjustments by type.



The chart below illustrates trends between the last three years of actuals, as well as expenditure budgets.



Summary of the Personnel Budget and General Fund Full Time Equivalent (FTE) Positions

The Personnel Budget

Personnel expenditures are a major expense for the City. These types of expenditures include the cost of salaries, benefits, overtime, and taxes for employees. The personnel budget is comprised of benefited FTE positions, dollar amount allocations for non-benefited employees, and the related tax and benefit costs. Departments are not authorized to hire additional benefited staff members without recommendation by the City Manager and approval by the City Council. However, departments are authorized to hire as many non-benefited staff as they choose – providing they do not exceed the dollar amount of their budget allocation for non-benefited personnel costs.

Departments like Parks and Recreation rely heavily on non-benefited personnel to deliver essential services.

The amounts budgeted for personnel costs are centrally budgeted by the finance team based on current authorized FTEs, base budget allocations for non-benefited employees, and current benefit and tax rates.

General Fund Authorized FTEs for FY 2023 – FY 2024

Authorized FTE positions for General Fund operations are detailed below.

In FY 2022, there was a 1.0 FTE decrease recommended to remove the Community Risk Reduction Division Chief position, which was a special authorization by the Council in FY 2020. There is also movement between divisions as the City continues to retool its organizational structure to promote efficiency. In April 2022, the City Council approved one additional FTE for the Engineering division; this engineer will help ensure the City can implement upcoming infrastructure investment and maximize use of upcoming federal aid. A temporary increase of 1.0 FTE was approved for the biennium in Administrative Services to assist in implementation of the City’s new Enterprise Resource Planning software, but this position was adjusted out of the budget in FY 2024 based on current needs.

Department	FY 2022	FY 2023 Adopted	FY 2024 Adopted	FY 2024 Adjusted
City Administration	22.25	22.25	22.25	23.25
City Attorney	4.0	4.0	4.0	4.0
Fire	47.0	47.0	47.0	47.8
Police	76.75	76.75	76.75	76.75
Parks & Recreation	16.5	16.5	16.5	16.5
Public Works	27.0	27.0	27.0	27.0
Administrative Services	12.5	13.5	13.5	12.5
Human Resources	3.0	3.0	3.0	3.0
Total	209.0	210.0	210.0	211.8

Supplementals for FY 2024

This section contains detail for adjustments that are not capital related.

Operating Supplementals

This table summarizes supplemental funding for General fund operating expenditures.

Division	Request Title	Description	Justification	FY 2024 Suppl.	Ongoing or One-time
General Accounts	Climate Vulnerability & Risk Assessment	This request supports an assessment to evaluate how changing weather occurring outside historical observation range may affect municipal infrastructure. There may be potential grant funds to offset this cost.	This study will be used to inform infrastructure planning in future years.	\$ 75,000	One-time
General Accounts	EMS Best Practice Study	This request supports a study on best practices for EMS service provision. This may be cost-shared with our local partner.	This study will be used in planning and decision making for near and long-term planning, as well as a basis for determining appropriate service levels in light of budgetary constraints.	25,000	One-time
General Accounts	LCBA Agreement	This request is the result of a reduction in the Fee for Services agreement with Laramie Chamber Business Alliance.	For the past several years, the LCBA has been reducing the requested City fee for service. In FY 2024, a \$30,000 fee was agreed upon.	(80,000)	Ongoing
General Accounts	LPAC Consulting Fees	This ongoing appropriation, initiated by the City Council, will provide financial support to the Laramie Public Art Coalition (LPAC) on projects involving the City. The Assistant City Manager and LPAC will determine fees based on the hours LPAC staff devote to projects.	The Laramie Public Art Coalition has been utilized by the City to help manage public art projects for many years.	40,000	Ongoing
General Accounts	Grant Writing Services	This one-time appropriation, initiated by the City Council, will provide additional support for the grant-writing needs of the City.	The City utilizes a contractor to assist with grant writing; however, additional resources could be used to better support the needs of the City, especially as it pertains to larger, more complicated grant applications.	100,000	One-time
General Accounts	Unallocated Reserve Reduction	This one-time reduction will fund the above request for grant writing services without increasing overall appropriations.		(100,000)	One-time
General Accounts	Shepard Symposium Support	This one time appropriation, initiated by the City Council, will support the Shepard Symposium on Social Justice, a national conference that highlights inequalities based on race/ethnicity, gender, sexual orientation, disability, and class.	This contribution seeks to support existing educational efforts to address social justice issues, while bringing the local community together.	7,500	Ongoing
General Government Operating Supplementals				\$ 67,500	
Police Admin and Operations	Cell Phones	This request will provide six additional cell phones for staff whose essential job functions require them.	These are essential tools for Sergeants and field personnel to perform their duties throughout their shift and for off-duty follow up. They are currently using personal phones.	4,600	Ongoing
Police Admin and Operations	Vehicle Maintenance and Repair	This request supports both inflationary increased repair costs for the Police Department's fleet, and longer utilization of vehicles prior to replacement.	The spending in this account has consistently been over its budget for several years, and will again in FY 2023. Additionally, repair costs have been increasing with inflation.	15,000	Ongoing
Police Admin and Operations	Axon Body-Worn Camera Contract	This request supports the increase for the new Axon Body-Worn Camera Contract. This contract provides body cameras to officers, and required storage/retention of large video files. LPD has applied for a \$100,000 small, rural, and tribal grant, which would support this request.	The new contract is more expensive than the previous one due to inflation and increased storage needed to comply with retention requirements for body-worn camera evidence.	30,000	Ongoing
Police Admin and Operations	Mental Health Response Program	This one-time appropriation, initiated by the City Council, will provide emergency response personnel with immediate access to mental health professionals via a tablet.	This program will enable first responders to access mental health resources in the field. The Laramie Police Department is working on a pilot proposal in conjunction with the UW Police Department, Albany County Sheriff's Office, and the Volunteers of America.	75,000	One-time
Police Operating Supplementals				\$ 124,600	

Operating Supplementals (Cont.)

Division	Request Title	Description	Justification	FY 2024 Suppl.	Ongoing or One-time
Fire Operations	Uniforms	This is a FY 2023 rebudget request, and will support the acquisition of protective gear for LFD Firefighters.	There were numerous delays in delivery for items in this category. Staff are requesting a rebudget of FY 2023 funds due to delivery delays.	22,000	One-time (Rebudget)
Fire Operations	Uniforms	This request will support the acquisition of protective gear for LFD Firefighters. This appropriation will set replacements back on schedule. These replacements fell behind during the heaviest impact stages of the pandemic.	During FY 2022, replacements for this gear were not obtained.	20,000	One-time
Fire Training	Operating Supplies	This request supports two items: The purchase of scrap vehicles for extrication training which were formerly donated and inflationary price increases on materials used in ventilation training.	The vehicles used in extrication training were previously provided through donation from a salvage yard. The cost is now \$150 per vehicle. On average, 30 vehicles are used a year for continuous training provided to firefighters and EMS. The City's need for these vehicles has increased in recent years. Additionally, the cost of OSB used for ventilation training has greatly increased.	5,500	Ongoing
Fire Operating Supplementals				\$ 47,500	
Public Works Admin	Laundry Services	This request supports carpet and cleaning services for the entrance of the Municipal Operations Center.	These carpets prevent slipping and tracking of outside elements throughout the facility.	4,600	Ongoing
Engineering	Licensing & Permits	This request supports upgraded software and five licenses of Freshworks needed by the Engineering department. Freshworks is used to track work orders in GIS and mapping.	The Engineering division began using this software product this year which allows tracking of internal and external work orders. The increase will pay for licenses for the City Engineer, two GIS staff, a Senior Engineer, and an Engineering Tech.	5,340	Ongoing
Engineering	Maintenance Agreements	This request supports the allocation of costs and services associated with the Municipal Operations Center.	With the relocation to the MOC, the Engineering division is now sharing costs for services that were not previously being allocated to this division.	5,000	Ongoing
Public Works Operating Supplementals				\$ 14,940	
Recreation	Professional Services	This request supports the annual Freedom Has a Birthday event. Formerly, this event was funded by a Community Partner grant, but the City has taken the primary role in event coordination. This event is partially offset by sponsorship and booth rental revenue.	This request is necessary due to increased external funding for this event. Additionally, this request moves the appropriation from General Accounts to Recreation, where the activity is more appropriately expended.	17,000	Ongoing
Recreation Operating Supplementals				\$ 17,000	
Finance	Travel	This FY 2023 rebudget request supports staff travel for training that is delayed due to staffing constraints and the ERP Project schedule.	These rebudget requests support Finance staff travel and training that has been delayed due to staffing constraints and the ERP Project schedule.	6,500	One-time (Rebudget)
Finance	Training			5,000	One-time (Rebudget)
Finance Operating Supplementals				\$ 11,500	
IT	Licensing & Permits	This request supports increases for FY2024 for Dell and Microsoft Licenses.	These licenses are necessary for City operations.	15,000	Ongoing
IT Operating Supplementals				\$ 15,000	

Operating Supplementals (Cont.)

Division	Request Title	Description	Justification	FY 2024 Suppl.	Ongoing or One-time
HR	Orientation Training	This request will support additional materials used for new employee orientations.	These items will enhance the City's on-boarding experience by helping new employees stay organized during and after orientation.	1,000	Ongoing
HR	Employee Assistance	This request will support increased utilization and higher costs associated with the EAP program.	This request will help support management's goals related to mental health initiatives. This account has been overbudget since FY 2019, and is already significantly overbudget in FY 2023, as this program has experienced high utilization in recent years.	15,600	Ongoing
HR	Wellness Program	This request will support a revamp of the employee wellness program.	The revamped program is intended to save health insurance and workers comp expenses, as well as reduce absenteeism.	2,000	Ongoing
HR	Drug Testing	This request will enable the City to improve its drug testing program.	The improved program is intended to increase safety and manage risk.	100	Ongoing
HR	Education	With recent staff turnover, this request will provide required training for the HR Team.	These requests will support the training of new HR staff, and provide for ongoing maintenance of knowledge and competencies.	1,500	One-time
HR	Certifications	This request supports HR staff obtaining and maintaining HR professional certifications.		500	Ongoing
HR	Cell Phones	This request will provide for cell phone service expenditures incurred by the new HR Director.	The HR director routinely must be available remotely by phone.	450	Ongoing
HR	Health Fair	This request represents a transfer of budget authorization from the Self Insurance fund to the General Fund.	With the City transitioning away from self-funded insurance, expenditures for the annual Health Fair should move to the General Fund.	7,500	Ongoing
Human Resources Operating Supplementals				\$ 28,650	
Total Operating Supplementals				\$ 326,690	

Centrally Budgeted Adjustments

This table details centrally forecasted budget adjustments for General Fund operations.

Division	Reason for Budget Adjustment	FY 2024	Ongoing or Onetime
Phone Adjustments			
IT	The expenses in this account have changed significantly in the past couple of years due to changes in classification. An amendment is needed, primarily due to forecasted inflation.	3,500	Ongoing
Natural Gas Adjustments			
Fire Operations	These accounts may exceed their current FY 2024 appropriations due to forecasted inflation.	7,000	Ongoing
I & E Center		4,000	Ongoing
Other Administrative Adjustments			
General Accounts	The support transfer originally forecasted for the Recreation Center fund was in excess of requirements due to increased revenue. This adjustment reduces the support transfer to \$1.0 million in FY 2024.	(250,000)	One-time
General Accounts	This request rebudgets unspent FY 2023 appropriations for the staffing study and compensation analysis awarded to Bolton Partners Inc. The study kicks off in March 2023 and is expected to span two fiscal years. The existing appropriation of \$100,000 in FY 2024 will ensure all project costs are covered.	100,000	One-time (Rebudget)
Maintenance Agreement Adjustments			
Planning	These adjustments reflect changes to the forecasted distribution of Tyler Munis software, as well as an overall reduction in forecasted maintenance fees. The reduction is necessary because some maintenance fees were doubled during last year's forecasting efforts.	3,700	Ongoing
Code Administration		3,700	Ongoing
Engineering		15,000	Ongoing
Finance		(115,000)	Ongoing
Gas, Oil, and Lubricants Adjustments			
Police Admin & Operations	These accounts may exceed their current FY 2024 appropriations due to forecasted inflation.	24,300	Ongoing
Fire EMS		20,000	Ongoing
Fire Operations		6,600	Ongoing
Streets		11,400	Ongoing
Interfund Transfer Adjustments			
General Accounts	While the Capital Construction Fund is fully funded for projects in the current plan, there are no reserves for projects after FY 2026. This transfer will provide future project reserves.	1,000,000	One-time
Total Centrally Budgeted Adjustments		\$ 834,200	

Personnel Requests

This table details personnel requests for General Fund operations.

Division	Request Title	Request Description	FY 2024 Request	Onetime or Ongoing
Municipal Court	Part-time Increase	The Municipal Court division requests an ongoing increase to the part-time budget to provide sufficient staffing for office coverage. In the FY 2020 department reorganization, this division was reduced from three FTEs to two (not counting the Municipal Judge).	6,902	One time
Finance	Full-time Decrease	The AS Dept recommends removal of the FY 2024 one-time request approved for one additional FTE during ERP implementation. With a successful Finance Manager recruitment and part-time staff support, this position is no longer needed.	(105,373)	One time (Biennium)
Finance	Part-time Increase	The AS Dept is requesting an increase in the Finance Part-time budget to maximize benefited employee productivity and outcomes. This request would continue during the ERP project implementation, estimated at three to five years.	26,961	Ongoing
Administrative Services Personnel Requests			\$ (71,510)	
City Council	Part-time Increase	The City Manager recommends an increase to City Council rates from \$120 to \$150 per meeting, as allowed by Wyoming Statute, and to bring rates of pay in line with comparable cities. This rate has not been adjusted since 2008. This increase must be made effective through change to Laramie Municipal Code 2.04.240.	5,167	Ongoing
City Council	Part-time Increase	The City Manager recommends a reserve be held for other City Council member reimbursements to be limited to options allowed by state statute. Payments would not be additional compensation and are pending additional research to determine the allowability of future programs.	15,000	Ongoing
General Accounts	ERP Stipend Reserve	This request is a rebudget of placeholder to fund employee stipends related to ERP implementation. These stipends will be awarded to key employees in implementation and organizational acceptance roles to recognize the scope and duration of their on-going efforts and reward their continued investment and dedication to this vital City initiative.	50,000	One-time (Rebudget)
General Government Personnel Requests			\$ 70,167	
Police Administration	Training Pay Increase	The current base budget for training pay is insufficient to meet the divisions needs; an ongoing adjustment is recommended.	8,632	Ongoing
Police Department Personnel Requests			\$ 8,632	

Personnel Requests (cont.)

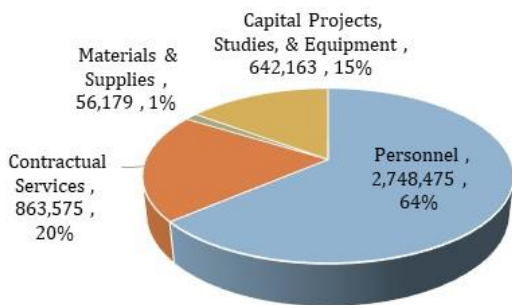
Division	Request Title	Request Description	FY 2024 Request	Onetime or Ongoing
Fire Administration / EMS	Over-hire Supplement	This request would allow an overhire of up to three firefighters positions to maintain staffing levels and allow for the lengthy, initial training period for new Firefighters as well as unexpected absences of current staff. The request is funded with one-time reserves, and this increase will not grow permanent FTE positions.	344,855	One-time
Fire Administration / EMS	Over-hire Supplement	Both administrative support positions are expected to turn over in FY2024. This request would support the one year overhire of an Administrative Coordinator for on-boarding and training during the year of ERP implementation.	89,257	One-time
EMS	Paramedic Pilot Program	This request funds a Paramedic program designed in the spring of 2022 with the goals of overtime reduction, maintenance of minimum staffing levels, and provision of high level services for medical calls. This request will be partially funded by a four-year grant.	213,000	Ongoing (4 Yr Grant)
EMS	Increase Meal Allowance	This request supports the current rate of expenditures for meals, based on current fiscal year emergency transfer levels.	8,131	Ongoing
Fire Prevention	Additional FTE	In summer 2022, the City Manager recommended and the City Council approved an additional 0.8 FTE position in fire prevention, offset partially by a transfer from part-time wages. This position has benefited the division greatly over the past year. This request would make the additional 0.8 position permanent.	71,165	Ongoing
Fire Prevention	Part-time Decrease	This decrease to part-time salaries transfers appropriations contingent upon the approval of the additional .80 FTE position described above. The employee currently serving in the 0.8 FTE position was formerly a non-benefited employee, and wages can be transferred to support the new benefited position.	(31,826)	Ongoing
Fire Department Personnel Requests			\$ 694,583	
IT	Additional FTE	The IT division is requesting one additional Analyst position which will allow the division to maintain service to projects, increasing security requirements and an increased operating workload.	95,355	Ongoing
IT Division Personnel Requests			\$ 95,355	
Total Recommended Personnel Requests			\$ 797,227	

City Administration Department Budget Summary and Division Detail

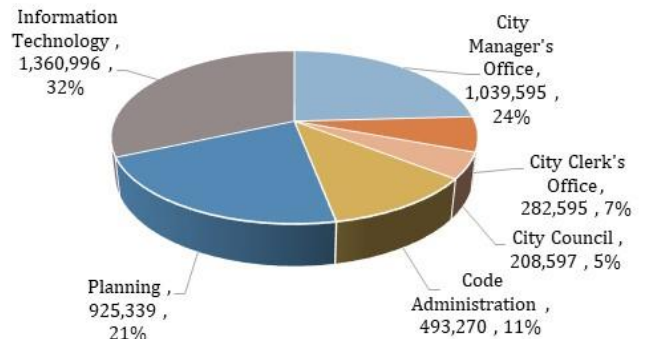
The following table contains a summary of the City Administration department budget by division.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Personnel	\$ 830,252	\$ 822,163	\$ 646,521	\$ 985,381	\$ 996,589	\$ -	\$ 996,589
Contractual Services	8,894	39,340	28,423	52,098	35,197	-	35,197
Materials & Supplies	957	1,195	2,076	7,809	7,809	-	7,809
City Manager's Office	840,103	862,698	677,020	1,045,288	1,039,595	-	1,039,595
Personnel	160,440	175,467	136,750	184,204	184,804	-	184,804
Contractual Services	73,909	70,344	56,774	121,591	96,591	-	96,591
Materials & Supplies	1,026	1,142	901	1,200	1,200	-	1,200
Capital Projects, Studies, & Equipment	35,217	-	-	-	-	-	-
City Clerk's Office	270,592	246,953	194,425	306,995	282,595	-	282,595
Personnel	63,427	67,432	43,534	70,403	70,403	20,167	90,570
Contractual Services	54,913	88,975	48,979	117,527	117,527	-	117,527
Materials & Supplies	528	1,041	201	500	500	-	500
City Council	118,868	157,448	92,714	188,430	188,430	20,167	208,597
Personnel	365,533	347,727	291,203	376,007	376,642	-	376,642
Contractual Services	39,166	40,596	194,879	240,406	95,872	3,700	99,572
Materials & Supplies	11,368	5,436	2,391	12,056	13,556	-	13,556
Capital Projects, Studies, & Equipment	-	-	-	75,892	-	3,500	3,500
Code Administration & Enforcement	416,067	393,759	488,473	704,361	486,070	7,200	493,270
Personnel	217,069	324,559	303,435	471,314	441,983	-	441,983
Contractual Services	51,346	34,783	30,043	144,222	148,238	3,700	151,938
Materials & Supplies	1,306	4,620	241	2,900	2,900	-	2,900
Capital Projects, Studies, & Equipment	5,289	46,791	117,477	234,702	252,500	76,018	328,518
Planning	275,010	410,753	451,196	853,138	845,621	79,718	925,339
Personnel	566,890	527,423	394,121	555,885	562,532	95,355	657,887
Contractual Services	287,144	309,904	228,586	341,542	344,250	18,500	362,750
Materials & Supplies	(16,729)	25,233	26,907	30,214	30,214	-	30,214
Capital Projects, Studies, & Equipment	81,829	385,648	124,418	209,868	200,000	110,145	310,145
Information Technology	919,134	1,248,208	774,032	1,137,509	1,136,996	224,000	1,360,996
Total City Administration	\$2,839,774	\$3,319,819	\$2,677,860	\$4,235,721	\$3,979,307	\$ 331,085	\$4,310,392

FY 2024 Adjusted Department Budget by Category



FY 2024 Adjusted Department Budget by Division



City Manager's Office

Division Description

The City Manager's Office implements policies, oversees administrative functions, facilitates completion of City Council goals, and manages overall City operations.

Division Activities

The City Manager's Office develops budget recommendations, performs public information duties, leads franchise and labor negotiations, oversees policy analysis and research, and provides administrative direction for all City departments, except the City Attorney's office.

The City of Laramie restructuring began in 2017 with the elimination of several positions, including a department directorship, followed by reorganization of duties among senior and middle management. Starting in May 2017, many positions were frozen, including a vacated position of Assistant City Manager (ACM), for cost-saving purposes and, more importantly, to allow time to analyze the City management structure for efficiency opportunities and effectiveness. A recommended restructuring of City management included extended responsibilities of higher-level positions to provide leadership roles. The ACM now focuses on external regulatory operations and services and external information and communication, while directing code, planning, and parks and recreation divisions. The Chief Operating Officer (COO) focuses on internal support operations; internal systems, processes, and procedures; and internal working information and communication, while directing administrative services (finance and municipal court), public works, and information technology.

FY 2023 Accomplishments toward Council Goals

- Implemented Ordinance for Rental Housing Standards Program
- Implemented Ordinance for Well Permitting Program
- Implemented program to modernize community engagement and public information
- Applied for and received an additional Rocky Mountain Power Blue Sky Grant for the installation of a solar array and EV car charging station at FS3. Work was completed in Fall 2022. Goal B. *Milestone 3*
- Through development, acquired pathway from Vista (near Walmart) to Sherman Hill Dr. Developed support for future Rotary Clubs Park and Grand View Heights through a naming endeavor, as well as a design process. Applied for and received a \$500,000 TAP grant to construct

Spring Creek Trail Phase 1 at an estimated \$1M. D. Goal *Milestone 4*

- Facilitated City/County elected official working groups
- Managed high priority growth area plan project
- Managed Casper Aquifer protection plan project
- Established Graduate Assistantship within the Haub School dedicated to developing a formal municipal emissions reduction and climate plan
- Established Urban Renewal Agency to focus on housing and economic development
- Initiated Columbus Meadows habitat project in conjunction with Ducks Unlimited and Dowlin Diversion Dam Fish Passage project

FY 2023 Accomplishments toward Management Goals

- Negotiated purchase of additional Dowlin Water rights at Bath/Hart Ranch
- Successful town and gown collaborations with College of Business, UW Honors Program, UW Operations & Facilities Haub School, among others
- Initiated grant applications for federal funding and technical assistance for expansion of transportation options
- Recruited new retailers and initiated redevelopment of 3rd Street shopping center
- Greater staff productivity, effectiveness and efficiency through workspace renovation of facilities at the City's main campus complex
- Update Management Plan/Consumptive Use Plan for Monolith Ranch
- Negotiated cooperative partnerships for operations of Bath/Hart Ranch

Objectives for FY 2024

- Complete compensation and staffing study
- Implement market-based, sustainable adjustments to compensation and benefits to strengthen staff recruitment and retention
- Recruit new retailers in line with gap-analysis
- Initiate transportation plan (subject to grant award)
- Initiate climate study for municipal utilities
- Establish financial support for sustainable operation of storm water system
- Collaborate with UW, WYDOT to jointly manage effects of large-scale construction seasons in 2022 – 2025

City Clerk's Office

Division Description

The City Clerk's Office is a Division of the City Manager's Office. The Clerk's Office provides public affairs services to the City Council and administrative assistance to the City Council and City Manager.

The City Clerk's Office manages the official records of the City, including recording, attesting to, filing, and retrieving documents pertaining to City Council actions and other administrative decisions. The Clerk's Office interacts daily with the citizens, organizations, governmental agencies, and employees of the City; provides public information; and performs functions of statutory powers and duties of municipal office.

Division Activities

The City Clerk's Office provides a variety of services to the City and the Community, including management of all City records, including Laramie Municipal Code (LMC), City of Laramie liquor licenses, alcohol special event permits, the city-wide bid program, business licenses, Boards and Commissions, municipal elections, and Council public affairs, events and meetings.

FY 2023 Accomplishments toward Council Goals

- A. Holistic Economic Development. Milestone #3.
 - City Clerk's Office administered the Rental Housing Code implemented by City Council through Enrolled Ordinance No. 1802 and 1817 with development of policies from the City Managers. As of March 17, 2023, we have processed applications to register 3,097 rental dwelling units.
 - We have worked with the CMO interns to develop promotional flyers and brochures to help inform the public both now and in the future that this code exists and how to register their properties.
- C. Maintain and Improve City Service to Residents. Milestone #1.
 - City Clerk has been asked to participate as a Subject Matter Expert for Business Licensing and Permitting in the implementation of the Enterprise Resource Planning software update.
 - Continued to work with divisions to convert paper applications to MyGov to provide online access to the community.

C. Maintain and Improve City Services to Residents. Milestone #1 and #2.

- Deputy Clerk received his Certified Municipal Clerk designation on November 3, 2022. This allows our division to provide our residents with a professional approach to public meetings, agendas, minutes, etc. We strive to maintain a high level of professionalism in our day-to-day operations as well as public meetings. Professional development and certifications allow us to retain highly qualified individuals knowledgeable in their area of expertise.

E. Intergovernmental Collaboration.

- As needed, the City Clerk's Office has provided technical and clerk support for joint meeting for the Casper Aquifer Protection Plan and Joint Growth Area Plan.

FY 2023 Accomplishments toward Management Goals

- The City Clerk's Division provided support to staff and council as we transitioned back to hybrid meetings beginning January 3, 2023.
 - City Council adopted Resolution 2023-07, to hold council meetings in hybrid format for future meetings. Notices to the public were revised to reflect the change.
 - City Council adopted Resolution 2023-08, to allow Boards and Commissions to begin to meet in hybrid format.
- We continued to work on our division's personal and professional development through attending Wyoming Association of Municipalities Clerks and Treasurers (WAMCAT) Institutes and other International Institute of Municipal Clerks (IIMC) approved courses.
 - Deputy Clerk Ryan Shoefelt received his Certified Municipal Clerk designation on November 3, 2022.
 - Certifications/training provides the City with professional staff to assist in customer service, program administration, retention, meeting etiquette, etc.
- We continued to work with the Albany County Clerk's office to complete 2022 elections. Albany County Clerk Jackie Gonzales retired so we began building collaboration and teamwork with the new Clerk Kayla White.

- City Clerk assisted staff members with the creation and review of bylaws for the following boards and commissions: Urban Renewal Agency (URA), Laramie Police and Community Review Board, and Building and Fire Code Board of Appeals.
- We continued to review laws and code to suggest amendments to City Council and administration.
- Collaboration and team building through participation in City of Laramie employee committees.
 - City Clerk participated in the Mentorship program as a mentee.
 - Deputy Clerk participated in the Internal Safety Committee.

Objectives for FY 2024

- Continue to work towards the City Clerk and Deputy Clerk's Masters of Municipal Clerk (MMC) designations through continued professional training and development. This will take a couple of years to complete.
- Participation in City of Laramie programs that assist in collaboration and team building such as the Mentorship Program, Wellness Committee, Safety Committee, etc.
- Continue updates to Municipal Code in response to new legislative action or as needed to keep our code current in practice and applicability.
- Continue to look for opportunities for the Council and staff to participate in community activities. We will be ordering some swag to assist the Council with promotion of city initiatives in the coming months such as plastic bag reduction and recycling. Swag can be used when visiting schools, holding an information booth, ribbon cuttings, etc.
- Continue to build information flyers and brochures that can assist with information related to public meetings, rental housing code, Laramie Youth Council, Notify Me, etc.
- Continue to look for opportunities to volunteer through service projects in our community and make a difference in the lives of our residents.
- Collaborate with City Management Team to grow our organization and providing support to our staff to assist with longevity and sense of purpose.

City Council

Division Description

The City of Laramie operates under a City Manager-Council form of government. The elected City Council plays a key role in local government, setting policy, strategic goals, and ordinances for the City. The Laramie City Council is

comprised of nine members, which include the mayor and vice mayor. All City Council members, including those serving as mayor and vice mayor, have equal votes. No council member has more power than any other council member.

Division Activities

The council is a policy making board and as such it is not the duty of the council to administer the day-to-day operations of the City. While Council sets overall strategic goals annually, the City Manager and department directors set management goals that relate to City operations. Many items will come before the City Council as required under Laramie City Ordinance, but many issues are more discretionary in nature.

Accomplishments from FY 2023

A. Economic Development (Laramie Centric)

- Milestone #1: Continue Implementation of the Thrive! Economic Development Plan with Partner Agencies.
 - CMO hired an intern that work with LCBA.
- Milestone #2: Consider and Implement Improvement Program within Primary Retail Corridors to include public-private partnership(s) and development policies.
 - City Council approved a Development and Economic Incentive Agreement with HomeBase on December 20, 2022.
 - A PPP with the new owners of the former Kotby site on 3rd Street was developed to replace the alley sanitary sewer to accommodate new construction at this site.
 - A PPP was developed with Bloedorn Lumber to provide storage/garage space at a reduced lease rate at the LaBonte complex; this temporary storage agreement is allowing Bloedorn to stay open during re-development of its existing site.
- Milestone #3: Review Initiatives for Increasing Affordable Housing Options and Providing Flexibility to the Development Community.
 - City Council approved Enrolled Ordinance No. 1807 on April 19, 2022 amending lot size requirements and setbacks.
 - City Council approved Enrolled Ordinance No. 1802 and 1817 adopting the Laramie Rental Housing Code.
 - In progress, staff have reviewed the Turner Tract Plan and determined it remains relevant and timely and there is no need to update the plan. Staff are working with WYDOT to finalize plans for Bill Nye Avenue extension westerly and have had to make the call to break the

project into smaller phases if there is any hope of initiating construction at a contribution level that is affordable for the City. The estimated cost of this project has increased dramatically over the past 24 months. CMO also negotiated an agreement with Spring Creek developer/landowner and other nearby owners to secure ROW for Bill Nye all the way to 3rd Street. (Thrive! Action Item: Strategies 1, 5, 11, 13)

- Staff is just beginning research on a new Main Street grant option for downtown housing from IIJA. (Thrive! Action Item: Strategies 13)
- Milestone #4: Implement Renewal & Redevelopment Program for the City's North 4th Street Properties and Surrounding Areas.
 - Limited work has been done on the actual property considering it is not completely vacated and is being leased out now temporarily to Bloedorn. Public Works staff continues moving materials and supplies out, with expected completion by the end of the year. This effort is specifically tied to Goal A.5. (Thrive! Action Item: Strategies 1, 11, 13)
- Milestone #5: Establish Urban Renewal Authority and consider all available tools for addressing blighted areas and renewing areas ready for redevelopment.
 - City Council had a work session on the possibility of an Urban Renewal Agency and adopted Resolution 2022-55 on September 9, 2022, finding blight exists within Laramie. City Council adopted Enrolled Ordinance No. 1818 creating an Urban Renewal Agency on December 20, 2022.

B. Environmental Stewardship:

- Milestone #1: Consider Public Policies for Recycling and Litter Reduction, including Reducing Use of Retail-Use Plastic Bags as set forth in Resolution 2022-02 and exploring value-added recycling partnership opportunities.
 - Staff added free glass recyclables drop off at the landfill and received 60.17 tons through 10/31/22. Staff explored and implemented a recycling program in partnership with the Open School for candy wrappers, especially during Halloween. We've incorporated a toner/printer cartridge and garden light program into the e-waste recycling. (Thrive! Action Item: Strategies 12)
 - Revised the material search function on the Solid Waste app and website to direct

residents to the plastic bag drop off sites at Safeway and Walmart. Additionally, we linked to PlasticFilmRecycling.org for additional information. It's often overlooked that in addition to plastic bags you can also recycle produce bags, bubble wrap, Amazon Mailers and other film. (Thrive! Action Item: Strategies 12)

- An extensive amount of volunteer time has been organized to help clean up the community, 638 hours of work so far. Staff have coordinated an additional 100 hours of work through Community Service hours for a YTD total of 92 business days of cleanup work, a portion of which has been focused in the downwind vicinity of Walmart. In early-2022, City Manager provided notice to Walmart Store Manager and Governmental Affairs of City's concern about fugitive litter from their site and apparent changes were noted at their facility.
- Milestone #2: Continue Protection of Water Resources: a) Ground water within the Casper Aquifer and surface water in the Laramie River and b) Initiate lead & copper inventory & public information in accordance with U.S. EPA's forthcoming rule
 - The CAPP fourth (and likely final) draft was issued November 10th after a series of public meetings with stakeholders occurring between June - October. The Planning Commissions and Environmental Advisory Commission will next consider adoption of the plan and then it will go to the governing bodies. The gutter bin pilot project continues working well for improving storm sewer runoff from downtown into the Laramie River. Continued groundwater quality monitoring and assessment. Staff are implementing Ordinance 13.04.360, Nonmunicipal Water Franchise Permit, which has included private well ownership identification and initial site visits. WWDC Level 2 project to replace Dowlin diversion dam at the Monolith Ranch with a new structure with a fish bypass to open up 27 river miles to fish passage continues to progress with ongoing evaluations by WGF at the Bath/Monolith Ranches to assess fish health/habitat needs. Also, focused work to reduce cattle access to the Laramie River to address e-coli concerns.
 - Utility Division is inventorying material types in accordance with the revised lead

and copper rules. The software solution utilized is the ArcGIS lead and copper program which has been installed on iPads utilized in the field. Field inventory identification is not limited to lead and copper, but any material type that service lines are constructed of for both customer and the City infrastructure. Staff on track to have 2,500 locations visually inspected by November 1, 2022, which was very successful as the application has only been in the field for two months. Inspections have been focused on the oldest areas of the City and primarily in the meter pits. When the meter pits become snow covered, the focus will switch to inside meters that require customer contact. Of note is that the visual inspections and use of ArcGIS software has allowed staff to do additional research at each location, take pictures for future use, check meter pits, as well as identify material type. The revised rule also has requirements for galvanized pipe, that will require Utilities staff to pothole and check if any lead solder is upstream from galvanized pipes. A list of galvanized will be retrieved from ArcGIS inventory, which will simplify the process that will begin next summer. The City GIS team has been instrumental in supporting this EPA rule and requirements by loading the ArcGIS program on the iPads and doing the initial user training for Utilities. After a majority of the visual inspections are completed, the program will be interfaced on the City of Laramie website for customers to interact with information. Until completion, the Utilities Divisions plan to have no less than two staff members designated to Lead and Copper daily and all feel confident that our team will meet the requirement by EPA to have a complete material inventory list by October of 2024. To date, no lead lines have been discovered at the locations inspected.

- Milestone #3: Continue Efforts to Reduce Greenhouse Gas Emissions and Increase Energy Efficiency as Set Forth in Resolutions 2020-14 and 2021-12.
 - City Council received a report at the Work Session on October 25, 2022 of the effects of continues efforts being made in City operations.

C. Maintain and Improve City Services to Residents

- Milestone #1: Continue Technology Efficiency Program, specifically Enterprise Resource Planning Software Replacement, to improve customer service and lower cost-of-government.
 - The ERP project is a transformative opportunity to streamline City processes, identify efficiencies, and create exceptional citizen experiences. It is and will continue to consume an inordinate amount of staff time and must be accounted for as both a current and ongoing goal of the city that will consume staff time. City departments are working cooperatively to rebuild business processes using best practices and an approach that makes the most of the Enterprise ERP functionality and staff expertise. The whole and smart vision of the future will remove knowledge silos, improve efficiency through business process improvements, expand services to our citizens, provide better tools for decision making, and allow employees to grow professionally. The COO and other members of the project team are actively helping ensure that the project's mission statement is met in day-to-day project management, including engaging subject matter experts across all City departments, identifying and involving the correct resources in process decisions, transparency in communication, and City-wide involvement. This commitment will continue for the life of the project, as the City builds strong business systems and high-quality citizen experiences through this software platform.
 - Staff initiated a partnership with ZenCity in early 2022. ZenCity is a community engagement platform that uses AI to gather and provide feedback to the city from social media and the web. With Zencity, we opened up the community survey in Q2 as a continuous effort to gather longitudinal data on resident sentiment over time and giving the City the ability to track engagement in real time. We are in the process now of connecting our existing Civic Plus request tracker to ZenCity to allow for customer service data collection and feedback.
- Milestone #2: Make sustainable modifications to compensation that will strengthen City's ability to recruit and retain highly qualified staff members and complete staffing and compensation analysis.

- RFP was advertised for the compensation and staffing analysis. City Council awarded a contract to Bolton Partners, Inc on March 7, 2023.
- The City currently has a Mentorship and Wellness Programs, which are known to help in retention.
- Milestone #3: Renew Lease for the City's Monolith Ranch
 - A comprehensive report on this milestone is being prepared for a December work session. Current Monolith Ranch lease with Baer Livestock was extended for 12 months. Long-term lease renewal for the Monolith and initial lease of the Bath Ranch will occur in Spring/summer of 2023. The City entered into a short-term lease with the Kite Ranch for management of the Bath Ranch for late Summer/fall of 2022. Essential necessary irrigation infrastructure projects were completed, and the hay crop was put up. Kite Ranch purchased the hay at \$200/ton for a total amount to the City of \$44,800. This hay sale was reviewed by our bond and tax attorneys. The City is well positioned for the upcoming irrigation season at the Bath Ranch.
- Staff initiated a Reconnecting Communities grant application from the federal IIJA that is pending review and decision. (Thrive! Action Item: Strategies 11, 13)
- Milestone #2: Create sustainable surface water run-off diversion and management system to protect persons and property.
 - A comprehensive report on this milestone was presented to Council at the work session on September 27th; please reference materials from that meeting at <https://www.cityoflaramie.org/AgendaCenter/ViewFile/Agenda/09272022-1575?html=true> (Thrive! Action Item: Strategies 11, 12)
- Milestone #3: Continue Expansion of Green Belt, Park, and Recreation Amenities.
 - Through development, we have expanded east of Walmart from Vista Dr. to Sherman Hill Rd. with further development expected to continue east to Bill Nye Ave. This creates safe pedestrian and bicycle travel from Bill Nye Ave. to the Laramie High School, Laramie Recreation Center, Laramie Ice & Event Center to 30th Street. Anticipated construction of Spring Creek Trail Phase 1 will continue that path from 30th Street to LaPrele Park.
 - LWCF grants assisted with playground replacements at Washington and Kiowa Parks. Application to LWCF in 2022 will be for the planned construction of Rotary Clubs Park @ Grand View Heights.
 - Secured services of an engineer to design the new restroom at LaBonte Park, this will be similar to the restroom at Scout Park. Staff is planning to begin work on Coughlin Pole Mtn Park with anticipated construction in Spring 2022.
 - We are under construction design for the Laramie Bike Park and have submitted a grant through WORG for the construction costs. Should that be awarded, we hope to construct during the summer of 2023.
 - Recreation: Improvements to the Indoor Leisure Pool are scheduled for summer of 2023 and we are working to make the purchase of Water Play Features in FY23 so that they are on hand prior to construction. This is part of the number 1 requested amenity improvements through surveys conducted.
 - Purchase of equipment has been initiated for the area we have tentatively named Playstation 7220 (formerly called Family Friendly Workout Area) in the Grand Hall

D. Maintain and Improve Municipal Infrastructure

- Complete planned investments into street system and update the payment condition assessment. Seek newly available funding from federal infrastructure bill for completion of additional street work throughout the City and paving unpaved roadways. Assess potential for improving sidewalk accessibility for all persons.
 - Cedar street and 9th street projects were completed with SPT funds Summer 2022.
 - The PCI assessment was contracted, and field collection has been completed; data is being analyzed with possible PCI work session in February. Concrete/ADA evaluation will be next summer with the same company.
 - Wyoming Avenue is reaching 100% design. Construction is scheduled to start in Spring 2023 with first phase being storm drainage followed by asphalt and concrete. The storm drainage for this project is really what allows other streets in west Laramie to be paved in subsequent years/projects. Public Works will be applying for Federal to State pass through ARPA monies for the Wyoming project.
 - The City spent nearly \$500,000 this construction season improving sidewalks and ADA accessibility across the city.

of the Recreation Center. Completion is scheduled for spring of 2023.

- Working to expand our offerings to families with young children through a collaborative effort with the local group Mothers of Preschool children or MOPS.
- Improvements to the Recreation online presence and marketing information are underway with passes now available for purchase online, plans to contract with for web and photography services and on-site improvements such as signage and digital information display at the Recreation Center for memberships and activities. (Thrive! Action Item: Strategies 9)
- Milestone #4: Continue Multi-year major water and sewer improvements to facilitate community growth, including new North-side Tank & Sewer Outfall & Upsizing/Replacement of Reynolds Sewer and B2 Sewer Mains.
 - North Side Tank is under construction. Staff applied for additional \$6 M through SRF to fund the project; funding will be considered at the December, 2022 SLIB Board meeting.
 - Northside outfall line is at 75% design and staff secured SRF funding of \$2.5M.
 - Reynolds Sewer is completed; the project has allowed for continued private development to occur in this drainage basin.
 - B2 sewer line first phase is complete, second phase is dependent upon when Bill Nye street is constructed (USAC project).
 - Staff applied for \$2.9 M from ARPA funds for the C-line; grant was awarded by SLIB on October 27th. (Thrive! Action Item: Strategies 9)

E. Intergovernmental Collaboration

- Milestone #1: Natural Resources Committee: Update & adopt a joint Aquifer Protection Plan for municipal and county governments.
 - See Goal B Milestone 2a above... Contract base bid is \$277.5k with 15% contingency bringing the total amount to \$325k. Per MOU adopted August 3, 2021 the City and County each share 50% of the contract cost. To date \$232k has been invoiced for this project with the City paying 50%, or \$116k. The notice to proceed was sent to the project consultant, Stantec, on December 9, 2021 and the contract end date is December 31, 2022. However, at the direction of the Intergovernmental Committee, the project completion date will be requested to be extended by Council action to a completion date in

2023. This could have budgetary impact. Also, County P & Z has expressed interest in keeping the consultant on contract for additional consultation as they consider the numerous County regulations recommended in the new CAPP.

- Milestone #2: City and County will create & adopt a joint agreement for development within the rural/urban interface high-priority growth area, inclusive of infrastructure, wastewater management, and economic growth.
 - Project is roughly 3/4 complete after starting February 2022. Staff anticipate a completion date of February or March 2023, depending upon meeting schedules of the Planning Commission and City Council and coordination with County boards. Total contract cost is \$296,100, with the cost being split by the City and County. The City's obligation related to this contract is \$148,050.
- Milestone #3: General intergovernmental cooperation and planning committee: a) Evaluate community mental health services and support system strengths and weaknesses, b) Identify appropriate uses for Opioid Settlement funding and initiate findings, and c) Support LCCC efforts to attain long term viability and sustainability.
 - CMO developed public information materials for city county and Rock River use. Presented to many community groups. Councilors attended community events.

Resolution 2022-20, Adopted March 23, 2022, Public Policy Objectives for Municipal Policing

- Milestone #1: Implement an alternative response model involving mental health related calls for LPD. Collect data and evaluate programs as required by law or granting agencies.
 - LPD's new partnership with Volunteers of America (VOA) for the Gatekeeper Program continues to work well for persons under emergency detention for the Involuntary Outpatient Commitment Program. Support includes wrap around services and reintegration into the community in the least restrictive environment; allows for continued stabilization for an emergency detained patient; and, ensures basic needs of security and safety of an emergency detained patient are being met. Program goals are being achieved to reduce repeat emergency detentions and ensuring equality in access of care for emergency detained individuals. After detention has been done in compliance with title 25, the

patient may qualify for the outpatient treatment. Contact is through trained mental health care providers and LPD is not involved unless there is non-compliance with the Court Order.

- Milestone #2: Investigate the creation of a police and community committee to serve as a volunteer group for the purpose of building a more effective partnership between the LPD and community. Membership on the committee may include formerly incarcerated individuals and individuals from under-served or otherwise disadvantaged groups from within the city. Collect data and report upon committee's activities.
 - The Chief of Police is working on drafting a committee recommendation and will likely present it in the Spring of 2023.
- Milestone #3: Establish a complaint process that allows citizens to file complaints outside of the LPD.
 - LPD Complaint intake can now be submitted without contact information from resident: <https://cityoflaramie.org/729/Resources-for-the-CommunityCity>. Manager has established formal complaint and commendation submission process that can be completely anonymous: <https://cityoflaramie.org/1229/COMME-NDATION-AND-COMPLAINT-FORM>.

Objectives for 2024

Council goals are presented on pages 8-9 of this document. Please reference these pages for current policy goals.

Code Administration

Division Description

The Code Administration Division is responsible for plan review, permitting, inspections, and occupancy determination for all vertical construction in the municipal boundaries. This scope includes residential, commercial, signage, re-model, and all mechanical, electrical, and plumbing trades. The division facilitates contractor licensing and renewals for individuals and businesses operating in Laramie. Code Administration also manages the Environmental Health Inspector who reviews and inspects all new and existing food and body art establishments.

Division Activities

The Code Administration Division plays an integral role in development review in partnership with the Planning, Fire Prevention, Utilities, and Engineering Division(s). The mission is to ensure safe, sustainable, and accessible construction and land use(s) in the City of Laramie.

FY 2023 Accomplishments toward Management Goals

- Implemented licensing of General Contractors through passage of Enrolled Ordinance 1785.
- Obtained SolSmart training for inspectors to aid in plan review and implantation of residential solar.

Objectives for FY 2024

- Continue to improve the maintenance, retention and purging of address files, plans and specifications stored in archive.
- Provide high-quality plan reviews in a timely manner.
- Provide professional, high-quality inspections with discretion and common sense regarding the enforcement to the intent and/or letter of the code.
- Establish and maintain good working relationships with contractors through fair and equal treatment along with the implementation of semi-annual discussion forums.

Planning & Code Enforcement

Division Description

The Planning Division has two major functions: development review and long-range planning. Development review entails review of all development ranging from subdivision to individual site development. The long-range planning function entails writing and updating documents pertaining to the physical development of the City. The Planning Division also includes Code Enforcement, which addresses nuisance issues and snow removal for the community.

Division Activities

The Planning Division administers land use regulations in the City including zoning, subdivisions, variances, conditional uses, PUDs, annexations, and long-range planning. The division also serves as staff to the Planning Commission, Urban Systems Advisory Committee and advises the City Council. Code Enforcement functions primarily to investigate and enforce ordinances.

FY 2023 Accomplishments toward Council Goals

- Milestone #A.1 - Continue execution of the Thrive! Economic Development Plan with Partner Entities and Review and Re-boot the Plan as Necessary to Reflect the Post-Pandemic Economy - With the Community Initiates Staff member gone, staff had limited time to focus on this plan since its adoption. Planning Staff has focused on housing related initiatives from the Economic Development Plan and Thrive Housing Plan that is also related to the work we have been doing with Community Builders. Major changes related to the housing component of the Thrive Housing Plan were

completed. Changes to LMC related to residential units in the Downtown Commercial Zone, Parking for Residential Development, and changes to the R2, R2M and R3 zoning have been approved that will aid in increasing affordability in future housing development across the City. Finally, Planning Staff made similar changes related to Single Family Zoning Districts, completing changes to all residential zoning districts.

- Milestone #A2 - Staff continues to work with The Retail Coach and Woodbury--the owners of the old K-Mart Property. In late 2022, an Incentive Agreement was approved by the City for filling the vacant retail spaces. Staff is working on a Lot Line Adjustment for the property that is the first step towards fulfilling this agreement. Other recruitment efforts are underway. Furthermore, staff efforts have been focused in two primary areas: city-owned North 4th Street complex and the city owned Turner Tract land. We hope to help facilitate possible PPPs for redevelopment of these city owned properties.
- Milestone #A3 - Review Results of Development Code Audit & Consider Revisions as May Be Needed to Facilitate Growth & Development while also Preserving the Community's High Standards – This item has been completed. Planning staff has extensively worked on this initiative with Community Builders and our Housing Action Team. All associated documents and the code audit are completed with an updated website on-line. As noted in Milestone #A1, Changes to LMC related to residential units in the Downtown Commercial Zone, Parking for Residential Development, and changes to the R1, LR, RR, R2, R2M and R3 zoning have been approved that will aid in affordable housing development across the City.
- Milestone #A4 - Review Methods for Improving Resident Housing Opportunities, Including but not Limited to Land Banking, Setback Requirements/Density, In-fill Development Standards, & Rental Inspection/Licensing - Through work related to Milestone #3, some of these initiatives have been addressed through other work we have been focused on. Setbacks, Density and in-fill Development are areas that been improved based on recent code changes adopted for residential zoning districts. Other items such as land banking and rental inspection and licensing have not been the focus of Planning Staff.
- Milestone #C3 - Support Effort to Acquire Additional Recreational & Open Space East of

Laramie (Pilot Hill) for Aquifer Protection – In 2022 staff recommended approval of a Variance related to a future parking area on Willett Drive that would include a formalized parking area and in the future bathrooms. The only other discussion related to this subject has been about the inclusion of “Pilot Hill” on some of the new wayfinding signage that will be going up in the next year or two.

- Milestone #D4 - Continue Expansion of Green Belt, Park, and Recreation Amenities – Planning staff will play a supporting role in the development of the Spring Creek Trail that will be part of the TAP Grant the city received.
- Milestone #E2 - Governing Bodies Will Create and Adopt a Joint Agreement for Development Within the Rural/Urban Interface High-Priority Growth Area, Inclusive of Infrastructure, Wastewater Management and Economic Growth. Subcommittee Members: Assistant City Manager, Chief Operating Officer, Public Works Director, Planning Manager, and Councilors Stalder, Harrington and Weaver - The Laramie Area Growth Plan is nearing completion and will soon begin the process for consideration. Once the plan is completed, an Intergovernmental Agreement and regulations will be proposed reflecting the Laramie Area Growth Plan.

FY 2023 Accomplishments toward Management Goals

- Continued to keep the Planning Division’s website up to date with **Application** submittal schedules, fee tables, **interactive GIS Map**, contact information, public comment interface and the **Agenda Center**. Key projects, including the Thrive Housing page was consistently updated and used as a way to communicate this important initiative with the public. These efforts improve efficiency for staff and improve access to information for the public.
- Successful implementation of the **Community Clean Up Day** for 2022. A high number of people participated.
- Continued monitoring efforts for **nuisance** (Snow and Junk) related items along main corridors and entryways into the community.
- Completed the **hiring** of all Planning Staff positions after 2.5 years of understaffing, including the facilitation of 2 interns within the office.
- Adoption of LMC text amendments that streamlined the process for citizens to start a Type 2 Child Care Home or Family Child Care Center—

essentially day cares that care for 15 or less children—in a residentially zoned area (RR, LR, R1, R2, R2M, R3). Currently, these uses require applicants to file a Conditional Use Permit.

- Continue UDC updates and review to address staff identified issues and development concerns in the community.
- Created separate by-laws for the Board of Adjustment, Board of Appeals and Solar Board of Review, which are part of Planning Commission.
- Code Enforcement completed a procedures manual for future staff members outlining processes, duties and major events performed by the position.
- Completed legal review of the B.F.R. Development Agreement for the construction of a portion of Bill Nye Avenue and have fully resolved the situation and agreement.

Objectives for FY 2024

- Continue to keep the Planning Division’s website up to date with Application submittal schedules, fee tables, interactive GIS Map, contact information, public comment interface and the Agenda Center. These efforts improve efficiency for staff and improve access to information for the public. Also have expanded information related to Solar, Brownfield and Housing will be completed.
- Support CMO on potential Legislative Direction related to Planning related legislation.
- Continued UDC updates to address staff identified issues and development concerns in the community. Consider other ways to capture needed changes to code.
- Continue work with The Retail Coach on increasing development opportunities for retail within the community (including completion of the K-mart Site), with a renewed focus on development groups that may create new space in the community for commercial users.
- Implementation of the RFP for the future redevelopment opportunity of North 4th Street properties, including marketing and website development.
- Evaluate existing annexation and development agreements and begin request process to require improvements and annexation.
- Continue work with Petro and an existing delayed improvement agreement that requires construction of a street in a potentially high growth area.
- Continue work with BP Amoco representatives and Tri Hydro on the potential of entering the BP

Amoco site into the Voluntary Remediation Program.

- Successfully complete 2023 Community Clean Up Day.
- Implement lines of communication and cooperation with UW Staff and personnel on key projects and long-range planning.
- Bring Principal Planner and Associate Planner up-to-speed on needed projects and processes as well as necessary training.
- Establish a permanent paid internship position in the Planning Division.
- Reinstall and refurbish Laramie’s first Parklet.
- Transition planning division related processes and submittals to digital platform as the City implements new budgetary software.
- Implement Wayfinding Plan Phase I & II and work on completing all the remaining signage recommended from the plan.
- Continue to work with the residents of the Laramore PUD to help resolve PUD violations.
- Continue to provide support related to the sale of City owned land on Crystal Court and within the Turner Tract.
- Complete the joint City/County Growth Area Management Plan.
- Work on the Code Enforcement “Good Samaritan” Program.
- Consider training options for realtors, developers, etc. on development related processes.
- Complete the CAPP Plan as support staff for the City.
- Completed an RFQ for construction of a Parklet for the Downtown. This would be the 2nd parklet intended for installation.

Information Technology (IT)

Division Description

The Information Technology division provides fast, secure, and reliable technology to assist employees and the public.

Division Activities

Information technology maintains City computers and network, phone, and server infrastructure, including systems supporting all departments in the city and the joint LARC public safety systems.

FY 2023 Accomplishments toward Council Goals

Goal C - Milestone 1 – Continue Technology Efficiency Program, Specifically Enterprise Resource Planning Software Replacement, improve customer service and lower cost of government

- Member of Project team to support Tyler ERP systems (Finance & EPL) including user roles, hardware, security, data conversion, testing environments and Skillo educational staff support
- Team member to assist in converting data and streamlining processes within Tyler Public Systems software
- Assisted with install of Rec Fitness studio broadcast equipment to offer more fitness classes over zoom.

Goal D – Maintain and Improve Municipal Infrastructure

- Expanded fiber connectivity to additional city buildings including Municipal Operation Center, animal control (labonte campus), Laramie Police department, Fire Training Tower
- Switched to SIP based phone service to over the internet which provided savings to the city.

FY 2023 Accomplishments toward Management Goals

- Implemented multi factor authentication for all city of Laramie computer systems to increase our security.
- Deployed new IP based security camera system in multiple locations
- Completed knowledge-based documentation to allow for knowledge transfer, improve customer support and troubleshoot IT support.

Objectives FY 2024

- Continued member of project team for implementation of ERP city-wide applications including Finance, EPL, HCM
- Standardize security camera across city buildings
- Assist with software implementation of centralized door locking systems city-wide
- Continue to expand fiber to other city buildings
- Adjust network infrastructure & multi factor authentication (MFA) for better security and resiliency
- Conduct an IT audit to determine best practices
- Review job descriptions and hiring practices to stabilize IT work force and vacancies
- Implement always on VPN and certificate-based WiFi for city laptops to provide better security and a better end user experience.

General Government Department Budget Summary and Division Detail

The following table contains a summary of the General Government department budget by division.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Contractual Services	886,588	911,008	1,030,444	1,391,548	1,285,053	340,000	1,625,053
Materials & Supplies	1,643	917	83	5,000	5,000	-	5,000
Fee for Service Agreements	215,766	235,000	212,500	325,000	335,000	(80,000)	255,000
Unallocated Reserve	-	-	-	234,989	300,000	(50,000)	250,000
Community Partners	118,998	168,710	166,840	166,183	238,166	7,500	245,666
Capital Projects, Studies, & Equipment	-	-	-	-	-	200,000	200,000
Interfund Transfers - Operating	1,541,686	1,371,624	825,000	1,100,000	1,250,000	(250,000)	1,000,000
Interfund Transfers - Capital	462,866	3,290,000	375,000	1,667,150	600,000	1,000,000	1,600,000
Debt Service	59,702	50,237	27,619	50,238	200,237	(150,000)	50,237
<i>Reserve for Compensation Plan & Staffing Study Implementation</i>	-	-	-	-	-	1,210,052	1,210,052
General Accounts	3,287,249	6,027,496	2,637,486	4,940,108	4,213,456	2,227,552	6,441,008
Total General Government	\$ 3,287,249	\$ 6,027,496	\$ 2,637,486	\$ 4,940,108	\$ 4,213,456	\$ 2,227,552	\$ 6,441,008

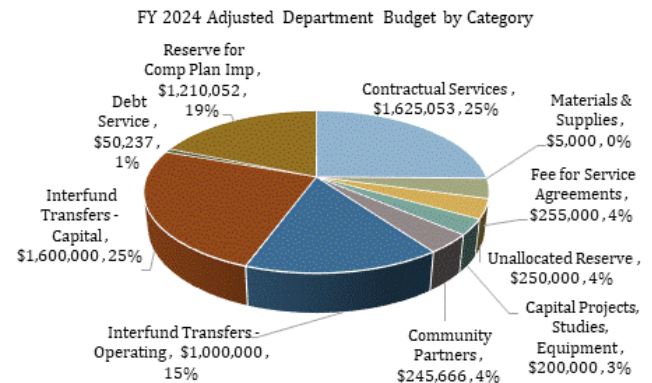
General Accounts

Division Description

The General Accounts division provides appropriations for City-wide expenses, including risk management liability and property coverage premiums through the Wyoming Association of Risk Management and claim expenses. This division also includes funding for Community Partner agencies, Fee for Service agreements (service partnerships with the Laramie Chamber Business Alliance, Crime Victim Witness, Laramie Main Street, and the Laramie Regional Airports), and City Council reserves. Interfund support transfers for capital and operating activities are also budgeted in this division.

Division Activities

This division consists of appropriations that generally serve the City, but its activities are managed in other divisions. Because of this characteristic, its activities, goals, and accomplishments are presented within the divisions of other departments.

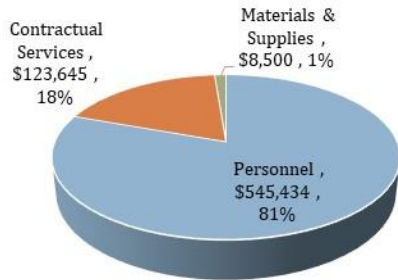


City Attorney's Office Department Summary and Division Detail

The following table contains a summary of the City Attorney's Office department budget, which has one division.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Personnel	\$ 497,794	\$ 515,518	\$ 403,925	\$ 550,951	\$ 545,434	\$ -	\$ 545,434
Contractual Services	58,223	92,339	18,811	123,645	123,645	-	123,645
Materials & Supplies	8,519	8,358	4,049	8,500	8,500	-	8,500
City Attorney's Office	564,536	616,215	426,785	683,096	677,579	-	677,579
Total City Attorney's Office	\$ 564,536	\$ 616,215	\$ 426,785	\$ 683,096	\$ 677,579	\$ -	\$ 677,579

FY 2024 Adjusted Department Budget by Category



City Attorney's Office

Division Description

The City Attorney's Office provides general legal services to the City Council, staff, and Boards and Commissions. The Office also prosecutes violations of City ordinances in Municipal Court.

Division Activities

In its role as general counsel to the City, the City Attorney's Office strives to provide timely advice on all aspects of the City's activities, including ordinance review and revision, contracts and transactions, statutory questions, and general legal concerns as the City seeks to implement its plans, projects, and goals. In its prosecutorial role, the Office, with the staff of Municipal Court, strives to efficiently and fairly dispose of charges brought against those who violate municipal ordinances.

FY 2023 Accomplishments toward Management Goals

- Continued working with contract attorneys on discreet projects, as well as obtaining significant help from law students in the College of Law's Municipal Government class.
- Streamlined remote work both for office tasks and with Municipal Court.

Objectives for FY 2024

- Continue office efficiencies and continue obtaining and developing both contract attorneys and unpaid law student externs.

While the City Attorney provides general legal services to the Council, the City seeks outside counsel on certain topics – like water rights and certain employment matters, to name a few examples.

A summary of the material outside legal fees budgeted and expended in the past two years is included below.

Type	FY 2022 Actuals	FY 2023 YTD Actuals	FY 24 Adopted
Outside Legal Services – City Attorney Division	\$70,789	\$3,537	\$100,000
Outside Legal Services – Water Rights	\$204,686	\$79,424	\$100,000
Total	\$275,475	\$82,961	\$200,000

Traffic Safety Resource Prosecutor Budget

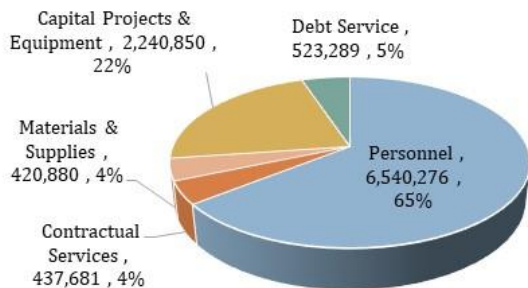
The budget for the 100% grant funded Traffic Safety Resource Prosecutor resides in the City Attorney's division. Of the total division budget, about \$180,000 is allocated to this grant funded position. This position accounts for one of the four authorized positions in this division.

Fire Department Summary and Division Detail

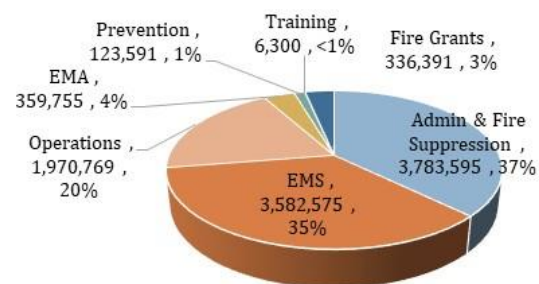
The following table contains a summary of the Fire department budget by division.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Personnel	\$ 2,733,294	\$ 2,890,145	\$ 2,472,901	\$ 3,213,962	\$ 3,069,947	\$ 434,113	\$ 3,504,060
Contractual Services	49,218	45,062	33,514	67,158	67,158	-	67,158
Materials & Supplies	10,141	8,869	3,329	16,289	16,289	-	16,289
Debt Service	54,622	54,875	27,456	196,088	54,911	141,177	196,088
Fire Administration & Suppression	2,847,275	2,998,951	2,537,200	3,493,497	3,208,305	575,290	3,783,595
Personnel	2,184,641	2,360,150	2,312,224	2,815,179	2,446,152	221,131	2,667,283
Contractual Services	40,148	42,223	31,938	52,280	52,580	-	52,580
Materials & Supplies	43,744	79,137	83,267	107,081	87,081	20,000	107,081
Capital Projects, Studies, & Equipment	133,859	446,568	47,519	554,115	119,000	538,215	657,215
Debt Service	-	-	-	91,816	91,816	6,600	98,416
EMS	2,402,392	2,928,078	2,474,948	3,620,471	2,796,629	785,946	3,582,575
Personnel	256	-	-	-	-	-	-
Contractual Services	120,177	172,975	138,051	153,603	150,103	7,000	157,103
Materials & Supplies	65,614	125,198	89,658	142,237	134,237	48,600	182,837
Capital Projects, Studies, & Equipment	40,161	120,803	70,901	1,471,571	77,360	1,324,684	1,402,044
Debt Service	-	-	-	211,127	211,127	17,658	228,785
Operations	226,208	418,976	298,610	1,978,538	572,827	1,397,942	1,970,769
Personnel	298,984	317,671	281,964	342,076	298,202	39,340	337,542
Contractual Services	2,046	10,768	9,435	19,040	19,040	-	19,040
Materials & Supplies	8,629	3,337	2,136	3,173	3,173	-	3,173
Prevention	309,659	331,776	293,535	364,289	320,415	39,340	359,755
Contractual Services	27,441	59,838	54,236	80,500	80,500	-	80,500
Materials & Supplies	4,875	16,014	15,010	6,000	6,000	5,500	11,500
Capital Projects, Studies, & Equipment	-	2,871	26,110	55,000	2,700	28,891	31,591
Training	32,316	78,723	95,356	141,500	89,200	34,391	123,591
Contractual Services	10,117	5,322	513	6,300	6,300	-	6,300
Materials & Supplies	-	-	-	-	-	-	-
EMA	10,117	5,322	513	6,300	6,300	-	6,300
Personnel	35,642	14,574	7,065	31,391	31,391	-	31,391
Contractual Services	4,769	6,829	-	55,000	55,000	-	55,000
Materials & Supplies	49,623	69,251	2,514	100,000	100,000	-	100,000
Capital Projects, Studies, & Equipment	-	51,263	12,088	150,595	150,000	-	150,000
Grants	90,034	141,917	21,667	336,986	336,391	-	336,391
Total Fire	\$ 5,918,001	\$ 6,903,743	\$ 5,721,829	\$ 9,941,581	\$ 7,330,067	\$ 2,832,909	\$ 10,162,976

FY 2024 Adjusted Department Budget by Category



FY 2024 Adjusted Department Budget by Division



Laramie Fire Department

The City of Laramie Fire Department (LFD) performs a critical public safety service within local municipal government. Its mission is the preservation of life and property through a professional aggressive service. The divisions of the Laramie Fire Department are so closely related that a single summary is presented, rather than a summary by division.

Department Description

The LFD manages the divisions of Life Safety/Fire Prevention (LSFP), Training, Emergency Medical Services (EMS), and Operations. An emphasis is placed on reducing risks within the community through public education, information, and code enforcement.

When Prevention efforts are not enough, the LFD responds to emergencies and/or requests for service. The department answered 4,569 emergency and nonemergency calls for service in 2021 compared to 4,205 in 2020. The responsibilities and responses are wide and varied to include fire (structure, wildland), medical, special rescue (high/low angle, ice/swift water, trench, confined space, and rope), hazardous materials releases for the State of Wyoming Regional Emergency Response Team #3 (RERT #3), and vehicle extrication.

This diverse mission requires preparation, dedication, commitment, and experience. Members receive an average of 240 hours of training annually in preparation for this mission. The training conducted by the department is in accordance with professional standards as set forth by agencies such as the National Fire Protection Association (NFPA), Occupational Safety and Health Administration (OSHA), Insurance Service Office (ISO), and International Fire Service Training Association (IFSTA).

The LFD vision is to be an organization acknowledged for its pride, integrity, and professionalism in providing services to the community. Fire Department personnel are leaders in providing public safety and emergency service to Laramie and the surrounding area, setting a standard of excellence for superior prevention and response. The members of LFD stand ready and are proud to serve!

Department Activities

1. Reduce community risk through public education/information programs, safety inspections, code enforcement, and plan reviews.
2. Provide response readiness through training to standards, equipment/apparatus modernization, maintenance of equipment and facilities, and personnel safety.

3. Participate in and pursue available grant programs (Assistance to Firefighter Grants – AFG, RERT #3 Homeland Security Grant Program).
4. Update and maintain pertinent documents which include contracts, agreements, memorandums of understanding, standard operating procedures and guidelines, policy, and medical protocols.
5. Foster interagency coordination and relationships.

FY 2023 Accomplishments toward Council Goals

- Substantial Completion of SPT project – LFD Public Safety Training Center
- Specifying and accepting LFD 1st Hybrid staff vehicle
- Solar project at Station 3
- Continued management and service delivery of department to citizens of Laramie while transitioning from pandemic protocols
- Department response to 4825 emergency and nonemergency calls for service. Note: 4569 in 2021 and 4205 in 2020.
- Launch of Civilian Paramedic program

FY 2023 Accomplishments toward Management Goals

- Transitioning of pandemic protocols
- Successful recruit academy with 3 regional departments. 2023 is expanding to 5 regional departments for academy.
- Securing of SHSP, HMEP, and Regional EMS grants
- Opening of LFD training center
- Pilot Paramedicine program
- Integration of provisional EMT/Driver program with special events.
- Ambulance refurbish program on schedule
- Established training and use of ultrasounds and ventilators

Objectives for FY 2024

- 2nd set of turnout gear completed
- IMH lease agreement updated - renewed
- Transition from fixed cost to proforma model within County EMS agreement.
- Civilian Paramedic program from Pilot phase to permanency building structure and longevity within positions.
- Expansion of ICC certifications within department and inspection program
- Expansion of arson investigation capabilities.
- Hosting of Regional and State Training events.
- Transitioning and training Fire Staff in COL software
- Continuation of ambulance refurbish program

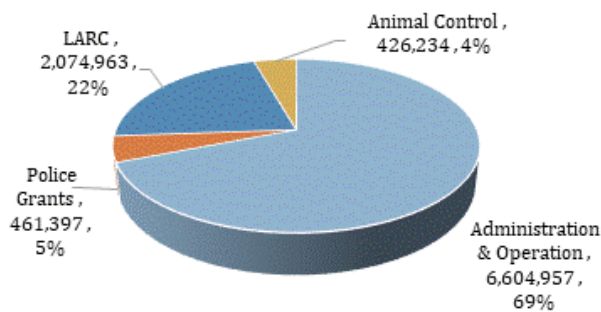
- Coordination with Public Works on 4th street rehab and Fire Station #1 ramp project
- Design phase complete for Station 1 dorm remodel
- Recruiting and retention efforts through media venues
- Updating of all policy, protocol, and SOP's

Police Department Summary and Division Detail

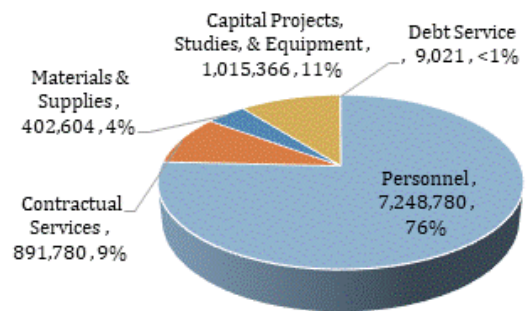
The following table contains a summary of the Police department budget by division.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Personnel	\$ 4,457,277	\$ 4,717,021	\$ 3,698,011	\$ 5,166,547	\$ 5,015,679	\$ 8,632	\$ 5,024,311
Contractual Services	254,775	280,903	211,580	370,416	367,912	94,600	462,512
Materials & Supplies	209,262	254,230	152,975	225,447	279,447	54,300	333,747
Capital Projects, Studies, & Equipment	136,983	331,062	187,748	1,085,303	91,100	684,266	775,366
Debt Service	8,900	9,021	4,510	9,021	9,021	-	9,021
Administration & Operation	5,067,197	5,592,237	4,254,824	6,856,734	5,763,159	841,798	6,604,957
Personnel	216,431	198,719	131,110	239,229	241,990	-	241,990
Contractual Services	6,560	6,207	1,556	1,400	1,400	-	1,400
Materials & Supplies	64,913	24,844	25,992	3,602	18,007	-	18,007
Capital Projects, Studies, & Equipment	-	-	-	200,000	200,000	-	200,000
Police Grants	287,904	229,770	158,658	444,231	461,397	-	461,397
Personnel	1,176,182	1,299,055	1,039,061	1,634,537	1,641,111	-	1,641,111
Contractual Services	351,866	290,989	258,224	372,087	375,087	-	375,087
Materials & Supplies	8,596	19,037	11,390	18,765	18,765	-	18,765
Capital Projects, Studies, & Equipment	-	7,163	-	49,731	-	40,000	40,000
LARC	1,536,644	1,616,244	1,308,675	2,075,120	2,034,963	40,000	2,074,963
Personnel	332,125	315,306	244,167	341,569	341,368	-	341,368
Contractual Services	28,972	31,527	26,997	52,731	52,781	-	52,781
Materials & Supplies	21,817	28,043	19,389	32,085	32,085	-	32,085
Capital Projects, Studies, & Equipment	-	9,800	19,100	22,000	-	-	-
Animal Control	382,914	384,676	309,653	448,385	426,234	-	426,234
Total Police	\$ 7,274,659	\$ 7,822,927	\$ 6,031,810	\$ 9,824,470	\$ 8,685,753	\$ 881,798	\$ 9,567,551

FY 2024 Adjusted Department Budget by Division



FY 2024 Adjusted Department Budget by Category



Police Administration & Operations

Division Description

The Administration and Operations Division of the Police Department consists of Patrol, Investigations, and Police & Community Services. Patrol is the visible “face” of the PD, responding to over 25,000 calls for service per year. Investigations is involved in more complicated investigations that Patrol personnel don’t have time to adequately attend to. Police & Community Services handles recruitment and training, crime prevention, and policy coordination.

Division Activities

The PD remains a full-service professional police agency by providing not only uniformed patrol but crime prevention, dedicated school resource officers, and drug task force members.

FY 2023 Accomplishments toward Council Goals

- Maintain and Improve City Services to Residents – All vacant detective and school resource positions have been filled.
- Intergovernmental Collaboration – The Laramie Police Department is collaborating with the University of Wyoming, Albany County Sheriff’s Department, and several community partners on the Albany County Mental Health Board to improve services to community members with mental health conditions.



Lt. Gwen Smith makes a connection at *Shop with a Cop* this past holiday season.

FY 2023 Accomplishments toward Management Goals

- Full implementation and deployment of Tyler CAD/RMS system.
- Onboarding and community introduction of the new Chief of Police. The City of Laramie hosted three separate Meet the Chief events.
- Reallocate funding and contract with an independent background investigative firm to streamline hiring and recruitment processes.
- Five police officers, two emergency operators, and one Community Service Officer were hired and successfully completed training requirements.

Objectives for FY 2024

- Complete staffing, resources, and community needs assessments to ensure appropriate deployment models are in place.
- Establish a Peer Support Program in collaboration with our partner law enforcement agencies.



Recruiting has been a major initiative for LPD this year, as has community service.



LARC

Division Description

The Laramie / Albany County Records and Communications (LARC) Division consists of both the 911 dispatch and consolidated records operations. The Dispatch Center provides 911 and non-emergency dispatching services for the PD, Albany County Sheriff's Office, and Laramie Fire Department. Records completes all reports for the PD and ACSO as well as being responsible for background and report release for both agencies.

Division Activities

Dispatch handles some 175,000 non-emergencies and 12,000 911 calls each year. Records transcribes about 10,000 reports, fulfills about 1,400 background check requests, and provides about 2,000 records requests each year.

FY 2023 Accomplishments toward Management Goals

- Complete Tyler/NW version Updates (in progress)
- Complete data conversion from AS400 systems (abandoned)
- Execute Viper "refresh" (in progress)

Objectives for FY 2024

- Achieve full staffing levels.
- Develop Training Continuum
- Participate in WY 9-1-1 Initiatives
- Enhance Public Education program
- Enhance QA activities and standards compliance

Animal Control

Division Description

The Animal Control Division of the Laramie Police Department is responsible for the enforcement of Title 6 ordinances which include enforcement, licensing, and kenneling of animals in Laramie.

Division Activities

Animal Control Officers respond to about 2,000 animal calls each year. Shelter operations are a critical function of the Animal Control as over 2,000 animals are brought through the Shelter each year. Animal Control adopts over 600 of these animals while finding rescue operations or returning most others to owners. The Shelter's adoption/redemption rate remains at over 80%.

FY 2023 Accomplishments toward Management Goals

- One new Animal Control Officer was hired and successfully completed the required training.

Annually, Animal Control Officers responded to 1213 calls for service including 104 animal bite call types, 89 wild game call types, and 18 livestock-related call types

Objectives for FY 2024

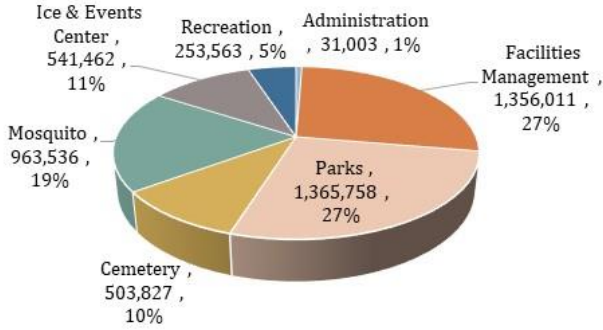
- Reevaluate staffing, resources, and calls for service to ensure the level of service is consistent with community expectations.
- Continue to provide professional and efficient animal control and shelter services for the City of Laramie in collaboration with our county and non-profit partners.
- Shelter staff is committed to continuing to provide professional and efficient animal control and shelter services for the City.

Parks and Recreation Summary and Division Detail

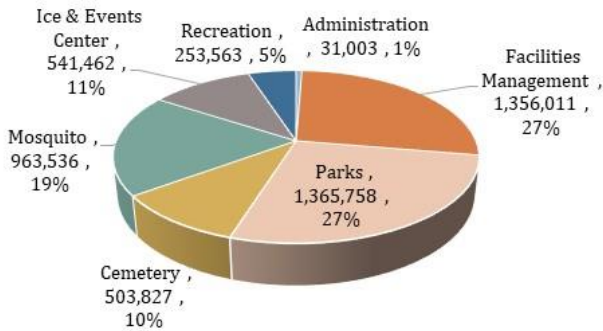
The following table contains a summary of the Parks and Recreation department budget by division.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Personnel	\$ 66,283	\$ 55,957	\$ 10,598	\$ 15,557	\$ 14,753	\$ -	\$ 14,753
Contractual Services	5,431	4,000	2,065	13,450	13,450	-	13,450
Materials & Supplies	121	24	1,121	2,800	2,800	-	2,800
Administration	71,835	59,981	13,784	31,807	31,003	-	31,003
Personnel	220,702	257,280	249,834	338,267	338,981	-	338,981
Contractual Services	121,087	149,833	104,970	228,359	228,359	-	228,359
Materials & Supplies	22,232	29,953	26,114	20,850	20,850	-	20,850
Capital Projects, Studies, & Equipment	197,987	17,826	422,521	819,425	21,500	499,543	521,043
Debt Service	242,316	242,413	550,000	550,000	246,778	-	246,778
Facilities Management	804,324	697,305	1,353,439	1,956,901	856,468	499,543	1,356,011
Personnel	522,839	569,726	462,797	628,211	631,253	-	631,253
Contractual Services	100,524	107,529	72,777	128,200	128,200	-	128,200
Materials & Supplies	95,022	88,892	52,864	123,125	111,125	-	111,125
Capital Projects, Studies, & Equipment	159,254	77,495	59,520	392,405	154,500	301,504	456,004
Debt Service	10,735	39,444	33,736	39,177	39,176	-	39,176
Parks	888,374	883,086	681,694	1,311,118	1,064,254	301,504	1,365,758
Personnel	223,059	206,067	168,159	246,205	248,532	-	248,532
Contractual Services	17,133	18,094	10,151	21,641	21,741	-	21,741
Materials & Supplies	15,203	18,332	7,991	25,571	25,571	-	25,571
Capital Projects, Studies, & Equipment	15,665	49,886	15,359	109,071	122,500	83,953	206,453
Debt Service	1,510	1,531	765	1,531	1,530	-	1,530
Cemetery	272,570	293,910	202,425	404,019	419,874	83,953	503,827
Personnel	197,591	217,394	185,955	296,438	298,051	-	298,051
Contractual Services	105,510	124,313	24,569	147,921	148,521	-	148,521
Materials & Supplies	176,112	125,740	87,822	203,100	203,100	-	203,100
Capital Projects, Studies, & Equipment	9,994	16,209	66,308	194,364	9,500	304,364	313,864
Mosquito	489,207	483,656	364,654	841,823	659,172	304,364	963,536
Personnel	282,058	295,978	257,666	361,351	363,002	-	363,002
Contractual Services	79,450	92,607	66,368	105,002	105,602	4,000	109,602
Materials & Supplies	24,644	37,391	29,408	35,260	35,260	-	35,260
Capital Projects, Studies, & Equipment	12,281	3,205	-	28,000	-	28,000	28,000
Debt Service	5,523	5,598	2,799	5,598	5,598	-	5,598
Ice & Events Center	403,956	434,779	356,241	535,211	509,462	32,000	541,462
Personnel	124,336	116,991	105,706	149,302	150,115	-	150,115
Contractual Services	11,247	20,102	16,614	37,564	37,564	17,000	54,564
Materials & Supplies	16,618	19,785	18,261	23,884	23,884	-	23,884
Capital Projects, Studies, & Equipment	32,325	15,000	14,900	25,000	25,000	-	25,000
Recreation	184,526	171,878	155,481	235,750	236,563	17,000	253,563
Total Parks and Recreation	\$ 3,114,792	\$ 3,024,595	\$ 3,127,718	\$ 5,316,629	\$ 3,776,796	\$ 1,238,364	\$ 5,015,160

FY 2024 Adjusted Department Budget by Division



FY 2024 Adjusted Department Budget by Division



Facilities Management

Division Description

The Facilities Maintenance Division is responsible for the technical building maintenance and environmental and custodial services at the Recreation Center, Ice & Events Center, City Hall, City Hall Annex, Cemetery, Police Department, LaBonte Campus (Street Shop, Parks Shop, Utilities Shop, Solid Waste Shop, Mosquito Control Shop) and the Wastewater Treatment Plant. The Division also provides technical building maintenance at the three Laramie Fire Stations.

Division Activities

Through open communication, evaluation, planning and implementation, the Facilities Division seeks to improve building cleanliness, and comfort for both City employees, and the public. The division integrates energy efficiency practices into daily operations and considers possible energy savings in all contractual dealings and supply procurement.

FY 2023 Accomplishments toward Council Goals

- Completed the replacement of the two make up air units at City Hall. This project included the implementation of energy recover where outside air is preheated or cooled using exhausted air and an energy recovery plate.

- Completed energy efficient lighting replacements in both locker rooms, common shower, and the Rec Zone through the replacement of existing light fixtures with energy efficient LED fixtures.
- Replaced first Recreation Center HVAC roof top unit replacement with a similar unit. Energy saving was not considered as this became an emergency replacement.
- Replaced failed lighting fixtures in the Police Department Evidence Building with energy efficient LED fixtures.

FY 2023 Accomplishments toward Management Goals

- Welcomed a new Facilities Maintenance Manager, Kevin McIntyre, to lead the Facilities Maintenance Division.
- Completed a reorganization of the Facilities Maintenance Division to provide environmental and maintenance coverage for the City's buildings, including the new Laramie Municipal Operations Center.

Objectives for FY 2024

- Continue to develop Standard Operating Procedures for the City's building to ensure that environmental, custodial and maintenance is consistent throughout all areas.
- Continue to improve the City's facilities through the focused replacement and repair of HVAC, lighting and plumbing systems ensuring energy efficiency is a top priority.
- Utilize Rocky Mountain Power's Watt Smart program to receive incentives when lights, HVAC units, pumps or other electrical consuming items are replaced.

Parks

Division Description

The Parks Division maintains City properties, trails/paths and all amenities that are present in those locations through the implementation of best management practices.

Division Activities

The Parks Division maintains 11 baseball/softball fields, multiple soccer fields, the overall maintenance of all turf, horticulture, and irrigation of all beautification areas, developed grass locations, right of ways, city trail systems and restroom/shelter facilities located on park properties.

FY 2023 Accomplishments toward Council Goals

- Replaced the main playground at Washington Park and the playground at Kiowa Park through a combination of Specific Purpose Tax Funds and a Land & Water Conservation Fund Grant.
- Purchased small electric equipment to begin the replacement of gas-powered equipment such as trimmers, push mowers and blowers to assist with the reduction of carbon emissions.
- Procured a LWCF Grant for the construction of Rotary Clubs Park at Grand View Heights.
- Developed a plan for the development of a park located in the Coughlin-Pole Mountain subdivision.

FY 2023 Accomplishments toward Management Goals

- Completed the Optimist Dog Park expansion including the implementation of agility features.
- Updated the Welcome to Laramie entrance sign lights with energy efficient LED lighting.
- Replaced LaBonte Skatepark light poles with new energy efficient LED lights.
- Provided a new 200-amp power source at Depot Park to assist with events that occur in the area.
- Installed vehicle traffic mitigation along Cirrus Sky Pathway.

Objectives for FY 2024

- Replace the LaBonte west restroom and shelter and the LaBonte east playground shade structure.
- Implement repairs and replacements of park sidewalks and asphalt paths in LaBonte Park, Washington Park and the Laramie River Greenbelt.
- Continue the replacement of gas-powered equipment such as trimmers, push mowers and blowers with electric powered equipment to assist with the reduction of carbon emissions.

Cemetery

Division Description

The Cemetery Division provides professional services to the public during stressful personal times and maintains the cemetery grounds through the implementation of best practice methods.

Division Activities

The Cemetery Division is mandated by Laramie Municipal Code to maintain burial records, deed information, provide burial services and maintain the Cemetery grounds into perpetuity.

FY 2023 Accomplishments toward Council Goals

- Completed the design of the columbarium with Steiner Thuesen PLLC.
- Replaced cemetery shop windows with energy efficient windows.
- Purchased small electric equipment to begin the replacement of gas-powered equipment such as trimmers, push mowers and blowers to assist with the reduction of carbon emissions.

FY 2023 Accomplishments toward Management Goals

- Hired and trained a new Cemetery Maintenance Worker, Tanner Young.
- Repainted the cemetery house and shop to maintain historic and aesthetic appeal.
- Replaced Avenue of Flags ground anchors that had been damaged.

Objectives for FY 2024

- Review and provide new language for the Laramie Municipal Code related to the disinterment of green burials.
- Research the probability of purchasing cemetery property back from the Independent Order of Oddfellows, Block 13.
- Complete road upgrades along the east fence line of the cemetery.
- Continue the replacement of gas-powered equipment such as trimmers, push mowers and blowers with electric powered equipment to assist with the reduction of carbon emissions.

Mosquito Control/Forestry/IPM Division

Division Description

The Mosquito Control Division provides for integrated mosquito management services. Mosquito Control also provides management for the Integrated Pest Management (IPM) operation of the Parks Department which provides weed and insect control for City owned turf and trees. Community Forestry provides professional arboriculture services to Citizens and cares for City owned trees.

Division Activities

The Mosquito Control Division provides Integrated Mosquito Management services to the citizens of Laramie including adult & larval control, surveillance and West Nile Virus detection and prevention. Seasonally, Mosquito Control provides equipment and coordination of snow removal efforts for all City properties. IPM treats weed and insect infestations to keep green areas healthy and productive. The forestry operation manages care of the City owned urban forest, provides resources for citizens, and inspects right-of-way trees while assisting with site plan reviews.

FY 2023 Accomplishments toward Council Goals

- Completed the EIMAG Grant reimbursement for 2022 Mosquito Control operations.
- Purchased electric backpack sprayers to reduce the use of gas-powered sprayers and assist with carbon emission reduction.
- Assessed parks/ROW trees for hazards and mitigated trees found to be a danger.

FY 2023 Accomplishments toward Management Goals

- Hired and trained a new Mosquito Supervisor, Hunter Deerman.
- Hired and trained new Mosquito Control Maintenance Worker, Taylor Allbright.
- Hired and trained new IPM Maintenance Worker, Jace Canaday.
- Extended aerial contract with Scott Aviation for mosquito control efforts around Laramie.
- Switched to granular larvicide from liquid larvicide to provide for better coverage, efficacy and environmental safety.
- In conjunction with the Laramie Main Street Alliance replaced downtown trees that were damaged or dead.

Objectives for FY 2024

- Update tracking software for fogger trucks to ensure proper application, rates, speeds, and distribution.
- Begin the design process to incorporate the vacated Street Paint Shop into the Mosquito shop providing safety upgrades to the facility, better spaces for staff to conduct work and improve the exterior aesthetics of the building as it relates to N. 4th Street.
- Mitigate weed growth in Laramie's Downtown by developing a weed spraying program/schedule.
- Replace ornamental trees along Snowy Range Road and the Territorial Prison beautification areas.

Ice and Events Center

Division Description

The Ice & Events Division organizes, runs, evaluates, and promotes seven months of ice-related activities and five months of "dry" activities.

Division Activities

The Ice & Events Division coordinates with user groups and city programs to schedule activities that maximize rentable time at the ice facility. This includes coordinating with other P&R staff to maintain the facility and create interest and demand for programs.

The Ice & Event Center has three large, measurable components that it monitors to stay on track: rental revenue, number of skaters, and payroll expense for part-time staff. Rental revenues and total number of skaters has been increasing, which helps off-set the increase in payroll as the facility provides expanded ice time to the public.

FY 2023 Accomplishments toward Council Goals

- Completed a Covid-19 affected season with near-normal operations and a crucial vacancy for half the year.

FY 2023 Accomplishments toward Management Goals

- Successfully recruited a new Ice & Event Center Arena Coordinator.
- Managed the transition to a new Coordinator without a gap in services or drop in financial performance.

Objectives for FY 2024

- Work with the public to develop a plan for potential season expansion and maximize the use of the facility by the public.
- Work with skating groups to determine if there are opportunities for fundraising or grant programs to supplement SPT funded improvements.
- Make small facility improvements to enhance the user experience, such as locker room bench replacement and bathroom updates.
- Develop and implement standard operating procedures for new hire training and facility maintenance.

Recreation Programs

Division Description

The Recreation Program Division coordinates recreational programming for the community that is not directly associated with core Recreation Center activities. Such programming includes league sports, the coordination of user groups, youth activities and various other events and activities in the community.

Division Activities

The Recreation Program Division organizes, schedules, runs, and evaluates recreational programming in the community. This includes coordinating with outside groups who run recreational programs for the use of facilities and organization of programs.

Program registration numbers and revenues are tracked to ensure that programs are performing in accordance with past years. Athletic user groups also provide information about growth in their programs, which helps in planning for future growth. The Specific Purpose Tax projects, such as

the anticipated Little League Field improvement, are the result of such monitoring.

FY 2023 Accomplishments toward Council Goals

- Conducted the Laramie Mountain Bike series as a City program.
- Worked with the community to develop a plan and design for the Laramie Bike Park in anticipation of funding for construction.

FY 2023 Accomplishments toward Management Goals

- Introduced new older aged youth sports programs focused on general recreation to fill a gap in the community, including mountain biking, soccer and Track & Field.
- Successfully managed to continue adult sports leagues in a limited fashion despite a severe shortage of qualified referee staff.

Objectives for FY 2024

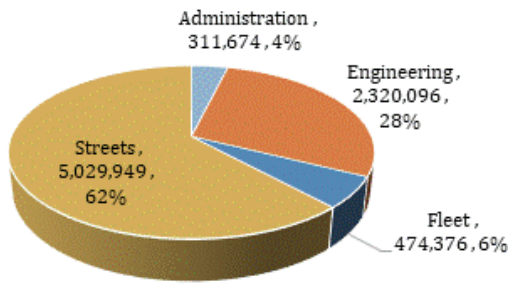
- If grants are awarded, complete the construction of the Laramie Bike Park.
- Complete a City Hall Public Art Project to bring public art to the entrance of this important public building.
- Implement a software-based program to support youth sports programming effectively and efficiently.

Public Works Summary and Division Detail

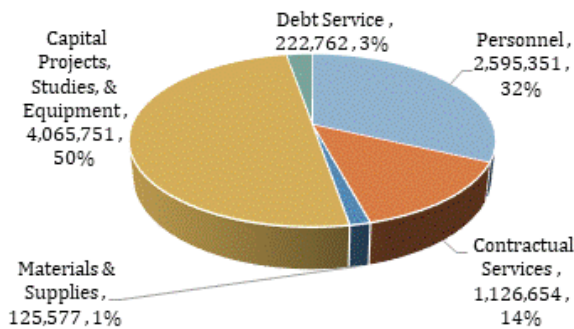
The following table contains a summary of the Public Works department budget by division.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Personnel	\$ 217,487	\$ 245,125	\$ 188,697	\$ 255,748	\$ 258,798	\$ -	\$ 258,798
Contractual Services	4,626	9,715	11,499	31,924	29,275	4,600	33,875
Materials & Supplies	1,061	3,933	2,739	4,676	3,676	-	3,676
Capital Projects, Studies, & Equipment	-	-	-	-	-	15,325	15,325
Administration	223,174	258,773	202,935	292,348	291,749	19,925	311,674
Personnel	537,657	713,259	724,365	968,827	980,744	-	980,744
Contractual Services	58,347	84,894	81,856	187,150	193,739	25,340	219,079
Materials & Supplies	9,031	28,316	4,571	14,048	13,048	-	13,048
Capital Projects, Studies, & Equipment	28,832	50,957	24,490	1,334,022	5,000	1,102,225	1,107,225
Engineering	633,867	877,426	835,282	2,504,047	1,192,531	1,127,565	2,320,096
Personnel	239,580	253,310	183,571	340,287	341,158	-	341,158
Contractual Services	31,431	48,938	28,401	69,127	69,727	-	69,727
Materials & Supplies	22,035	17,685	18,501	33,491	33,491	-	33,491
Capital Projects, Studies, & Equipment	-	11,638	51,679	65,000	20,000	10,000	30,000
Fleet	293,046	331,571	282,152	507,905	464,376	10,000	474,376
Personnel	906,983	880,835	665,187	1,008,437	1,014,651	-	1,014,651
Contractual Services	588,580	603,814	494,093	818,373	803,973	-	803,973
Materials & Supplies	46,849	62,345	65,474	83,962	63,962	11,400	75,362
Capital Projects, Studies, & Equipment	585,244	121,478	337,617	2,723,274	454,700	2,458,501	2,913,201
Debt Service	-	-	-	270,387	223,294	(532)	222,762
Streets	2,127,656	1,668,472	1,562,371	4,904,433	2,560,580	2,469,369	5,029,949
Total Public Works	\$ 3,277,743	\$ 3,136,242	\$ 2,882,740	\$ 8,208,733	\$ 4,509,236	\$ 3,626,859	\$ 8,136,095

FY 2024 Adjusted Department Budget by Division



FY 2024 Adjusted Department Budget by Category



Public Works Administration

Division Description

The Public Works Administration Division provides support services to the other Divisions within Public Works as well as other City Departments.

Division Activities

The Administration Division of Public Works provides administrative leadership, clerical support services, and capital project administrative support services to the entire department. This division also provides support to City Council, the Traffic Commission, and the Monolith Ranch Advisory Committee.

FY 2023 Accomplishments toward Council Goals

- Completed the construction of and relocation to the Municipal Operations Center-North Campus.
- Applied for multiple ARPA grants and acquired funding for the C-line project.
- Bid and awarded new vehicles with idle reduction technology and hybrid models to help reduce carbon emissions.
- Assisted with the feasibility study regarding storm water funding.
- Applied for an SRF loan and received funding at a reduced interest rate to support the North Tank project.

FY 2023 Accomplishments toward Management Goals

- Worked with UPRR and presented a letter of understanding to city council regarding the property purchase of City Springs.
- Continued working with WYDOT and UW to coordinate future capital projects.
- Supported all Divisions in the design, bid and build of capital projects.
- Attended meetings and provided support for multiple boards and commissions, Traffic Safety Commission, Monolith Ranch Advisory Board, Laramie Building Authority and the Urban Systems Advisory Committee.

Objectives for FY 2024

- Continue seeking grant funding for infrastructure projects.
- Assist with the process of complying with the new lead and copper rules.
- Assist with updating 10-year Capital Improvement Plans.
- Continue assisting with Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.
- Work with consultants, Council, and staff to develop a more robust and fiscally sustainable storm water management system.

Engineering

Division Description

The Engineering Division provides civil engineering services to the City’s internal and external customers.

Division Activities

The Engineering Division responsibilities include managing the design and construction of most capital improvement projects. Other responsibilities include traffic engineering, storm drainage engineering, and flood plain administration. The Division also serves as the point of contact for the development review function within the Public Works Department.

FY 2023 Accomplishments toward Council Goals

- Goal B – Milestone #2 – Engineering created the mapping needed for the Utility Division to collect data for the lead and copper pipe inventory. After the data is collected, we will work with the Utility Division to provide this information to the public.
- Goal C – Milestone #1 – Engineering staff has assisted with setting up the Enterprise Resource Planning Software Replacement
- Goal C – Milestone #1 - GIS and Engineering staff created and maintained a 2022 Construction Story

Map. Increasing information available to the public and updated with all public outreach and project status.

- Goal C – Milestone #1 - Engineering staff and the City Clerk's office successfully transferred all engineering permits to an online platform using MyGov.
- Goal D – Milestone #1 – A new pavement condition assessment was completed. This assessment included the review of all ADA ramps within the City's roadway system.
- Goal D – Milestone #2 – Engineering Staff along with WSP Engineering completed the City-Wide Master Drainage Plan.
- Goal D – Milestone #4 – The North Side Tank was successfully bid and awarded for construction during the 2023 construction season.
- Goal D – Milestone #4 – The 2nd phase of the Reynolds Sanitary Sewer project was completed allowing development to resume in the northern portion of Laramie.
- Goal D – Milestone #4 – The first phase of the B2 Sewer Line Replacement project was completed.
- Goal B – Milestone #3 and Goal D – Milestone #4 – The Wastewater Treatment Plant Upgrade Project was successfully bid and awarded and is to be constructed over multiple years. This project is estimated to reduce electric usage by 20.6% and electric demand by 33.9%.

FY 2023 Accomplishments toward Management Goals

- The design for Phase 1 of the West Laramie Storm Drainage and Wyoming Avenue project. Bidding is expected to take place in the spring of 2023.
- Staff has established an online permitting process to assist in the transition to the new Municipal Operations Center.
- Public Works and Engineering Staff completed approximately 190 development and project reviews.
- 40 ADA ramps were installed/updated as part of the FY 2023 Construction
- 6,650 ft of sidewalk was installed/updated as part of the FY 2023 construction
- Water fund (1.1 M) was used to replace 1,405 ft of water line.
- Wastewater fund (1.1 M) was used to replace 2,820 ft of sewer line.
- SPT (2.7M) was used to replace 1.2 miles of roadway

Objectives for FY 2024

- Assist in updating the 10-year CIP using the new PCI data and other updated data.
- Continue assisting with Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.
- Complete the Major Water and Sewer improvements to facilitate community growth, including North Side Tank and Outfall, 3rd Street Utility Rehab, and B2 Sewer Mains
- Continue with West Laramie Storm Drainage Project, Complete Phase 1.
- Establish energy efficiency enhancements by completing the Wastewater Treatment Plant Upgrades.
- Continue to provide consistent development reviews and meet timelines to provide comments.
- Have all updated utility data (Sewer, Storm, Water) available to field crews.
- Create and maintain a 2023 Construction Story Map.

Streets

Division Description

The Street Division is responsible for street maintenance and repair, street reconstruction, drainage system maintenance and repair, snow and ice removal, street sign maintenance, and traffic signal and street light maintenance.

Division Activities

The Street Division patches the potholes and utility patches within the City's streets and performs minor overlay projects around town. Street employees also grade the City's gravel roads and clean storm sewers. Pavement marking is another critical task performed by this division, including crosswalks and centerline striping.

FY 2023 Accomplishments toward Council Goals

- Assisted with the PCI survey which included updated technology and better data for planning. This also included ADA and sidewalks. This will better aid in capital improvement planning.
- Continued using the new process for application of Dust suppression to gravel roads, allowing us to apply more often and provide better air quality to the West Laramie residents.
- Cleaned 4 miles worth of storm pipe and over 75 inlets with our sewer jet.
- Replaced 3 alley approaches that were problematic for Solid Wastes new trucks and brought them into compliance with ADA standards.
- Continued use of salt brine and improved application methods. The brine is used when the

forecast is less than 2 inches of snow and temps are predicted to stay above 10 degrees.

- Repaired several crosswalks with thermoplastic that is ground into the asphalt giving it longer life.
- Installed inlet and drainage pipe in West Laramie to address drainage issues.

FY 2023 Accomplishments toward Management Goals

- Continued to grade and apply the bituminous base material to the roads in West Laramie.
- Continued to address drainage issues with gravel roads by regrading shoulders and installing inlets and drainage pipes in West Laramie.
- Replaced 3 alley approaches bringing them into compliance with ADA requirements.
- Continued updating the signage in the downtown area and the rest of the city to make signs visible and easier to understand.
- Utilized roto-mill attachment to patch problem areas ahead of the chip seal project.
- Applied 1,200 SY of asphalt overlay inhouse providing a better level of service to the traveling public.
- Applied 15 tons of crack seal to roads to keep water from infiltrating and prolonging the life of the roads.
- Moved into the new facility

Objectives for FY 2024

- Continue to grade and apply the Bituminous base material to gravel to unpaved roads.
- Utilize the sewer jet and camera to assess and maintain the storm water system.
- Continue to address drainage issues in West Laramie.
- Continue to update downtown, city wide signage and street name signs.
- Continue patching and overlays inhouse. Roto-mill more problem and patch them with hot mix to provide a better level of service and reduce maintenance costs.
- Continue crack sealing to prolong the life of the roads.
- Use the new data from the PCI Survey for maintenance.
- Continue assisting with Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.

Fleet

Division Description

The Fleet Division is responsible for maintaining the City's 130 vehicles and 180 pieces of equipment and serves a key role in the acquisition of new and replacement vehicles and equipment.

Division Activities

The Fleet Division performs the maintenance on most City owned vehicles and equipment. This work includes periodic maintenance of police vehicles and fire engines and other departments across the City. Maintenance might be performed on a massive fire engine one day and a riding lawn mower the next day, demonstrating the wide range of skill amongst maintenance staff.

FY 2023 Accomplishments toward Council Goals

- Provided maintenance to all city vehicles and equipment essential to the accomplishment of City Council Goals
- Explore options to reduce carbon emissions
- Bid Hybrid units and idle reduction technology on all vehicle bids where available.

FY 2023 Accomplishments toward Management Goals

- Continued idle reduction technology program on new city vehicles to reduce our carbon footprint and costs
- Kept the fleet in good working condition and minimized costs doing as much work in house as possible
- Assisted other departments and divisions to ensure they received the proper equipment to perform their duties efficiently
- Developed a hand down policy from utilities to GF to extend the budget
- Moved into the new facility

Objectives for FY 2024

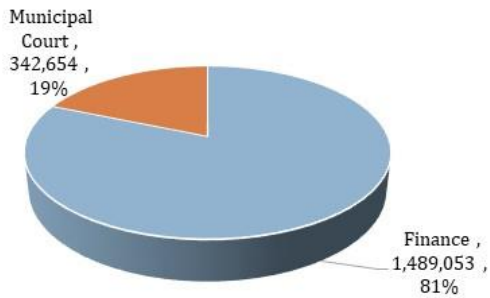
- Continue exploring more options for emission/carbon reduction
- Continue bidding idle reduction technology and hybrids on all possible new units
- Continue to assist other departments and divisions to help right size the fleet
- Continue to strive for 100% customer satisfaction
- Continue assisting with Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services

Administrative Services Summary and Division Detail

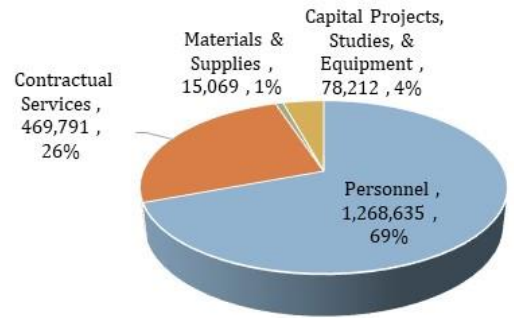
The following table contains a summary of the Administrative Services department budget by division.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Personnel	\$ 756,696	\$ 875,352	\$ 692,785	\$ 1,089,984	\$ 1,097,564	\$ (78,412)	\$ 1,019,152
Contractual Services	134,057	183,177	148,773	475,922	487,670	(103,500)	384,170
Materials & Supplies	8,748	9,928	9,078	7,864	7,864	-	7,864
Capital Projects, Studies, & Equipment	51,231	13,338	14,051	101,667	-	77,867	77,867
Finance	950,732	1,081,795	864,687	1,675,437	1,593,098	(104,045)	1,489,053
Personnel	202,484	212,650	191,532	264,528	242,581	6,902	249,483
Contractual Services	60,585	87,403	48,868	94,621	85,621	-	85,621
Materials & Supplies	2,011	3,433	1,483	22,054	7,205	-	7,205
Capital Projects, Studies, & Equipment	-	50,227	11,938	60,010	-	345	345
Municipal Court	265,080	353,713	253,821	441,213	335,407	7,247	342,654
Total Administrative Services	\$ 1,215,812	\$ 1,435,508	\$ 1,118,508	\$ 2,116,650	\$ 1,928,505	\$ (96,798)	\$ 1,831,707

FY 2024 Adjusted Department Budget by Division



FY 2024 Adjusted Department Budget by Category



Finance

Division Description

The Finance division is committed to optimally managing and sharing information about the City of Laramie's resources through financial reporting, long-term planning, and analysis, developing staff members, and creating efficiencies in services for our citizens.

Division Activities

Key functions include billing and collections for municipal services; accounts payable; City-wide cash receipting and control; treasury, investment, and debt management; payroll; accounting and financial reporting; and budget development and forecasting. The division produces the City's ACFR and the City's annual and biennium budget publications.

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FY 2023 Accomplishments toward Council Goals

- Led the implementation of many finance modules in Tyler Enterprise ERP, investing significant staff resources to complete the redesign of the general ledger and initial system configuration. Developed an implementation approach that focuses on high levels of user support and training to encourage adoption and maximum return on the City's investment.
- Implemented final phase of Administrative Services reorganization, organizing work in more efficient clusters, and preparing for a major software transition, with the benefit of reducing allocated FTEs.
- Prepare financial analyses for City Manager and Chief Operating Officer in support of Council goals for sustainable compensation increases.

- Support the development of public private partnerships through analysis of legal agreements and recommendations that further economic development while maintaining financial condition.

FY 2023 Accomplishments toward Management Goals

- Continued to provide core services delivered by the Finance and Municipal Services Billing teams with a high level of quality, as well as making process efficiency improvements, despite the changed conditions of the post COVID-19 working environment. Invested heavily in staff to ensure workplace satisfaction and wellness.
- Managed the FY 2022 financial and compliance audit, which resulted in unmodified audit opinion. Submitted application for the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the FY 2022 Annual Comprehensive Financial Report.
- Implemented two accounting standards (leases and OPEB)
- Successfully hired a new, highly qualified Finance Manager, which returns the Finance division to full staffing for the first time since 2020.
- Supported the LPD's change to an alternate 14-day FLSA cycle by researching and implementing the change in the timekeeping and payroll processing system.

Objectives for FY 2024

- Complete implementation of Administrative Services reorganization, providing excellent training and mentorship during this time of transition.
- Support Administrative Services staff members in implementing a high-performing culture where employees love their work, serve the public well, and care about each other.
- Continue leading multiple modules of the Finance Enterprise ERP implementation (Phase 1) with a focus on high adoption rates and a go-live date of February 2023.
- Consult on the Energov implementation (Phase 2) for finance-related concerns.
- Partner in leading ERP implementation for HR and payroll related modules (Phase 3). Work closely with consultant to help ensure best practices are implemented, documented, and trained on during this critical project.

- Ensure the quality of core services delivery during software transition by smartly organizing work and utilizing Koa Hills Consulting when needed.
- Support applications and administration of grant funding through division's role in grant management process.
- Help to ensure the City's fiscal sustainability by continuing to engage proactively in long-term financial planning.
- Participate in the team leading the redesign of the City Hall and Annex spaces, providing enhanced public service areas and more efficient, humane work spaces for City staff
- Lead the FY 2023 audit process and earn the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the FY 2023 ACFR. Implement new accounting standards as required.

Objectives for FY 2024

- Design systems that support the Judge and City Attorney's Office work on drug and alcohol diversion programs.
- Continue to adapt to Wyoming Supreme Court mandates.
- Provide well-designed and responsive administrative services to the Municipal Judge.
- Continue working with the City Attorney's office to maintain and implement process innovations.
- Support Administrative Services staff members in implementing a high-performing culture where employees love their work, serve the public well, and care about each other.

Municipal Court

Division Description

The Municipal Court division provides due process and justice in a fair, impartial, and efficient manner to residents, visitors, and employees. Municipal Court staff must provide an elevated level of customer service with integrity and professionalism.

Division Activities

The division manages the Court calendar, including scheduling offenders to appear before the court, assists with hearings, schedules conferences and trials, and collects fines for guilty offenders. The Court also manages programs for completion, such as, defensive driving and first offender and Department of motor vehicle - NRVC (non-resident violators compact) program.

FY 2023 Accomplishments toward Management Goals

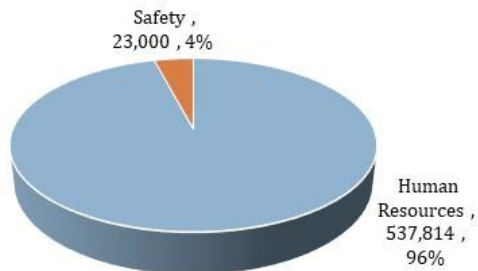
- Completed activities related to the implementation of the new case management software to go-live in May 2022.
- Continued to adapt to Wyoming Supreme Court mandates.
- Supported judge in reopening court to in person proceedings.
- Provided operational support for the agreement with Albany County for Housing Municipal Prisoners at the Detention Center.
- Continued working with the City Attorney's office to maintain and implement process innovations.

Human Resources Summary and Division Detail

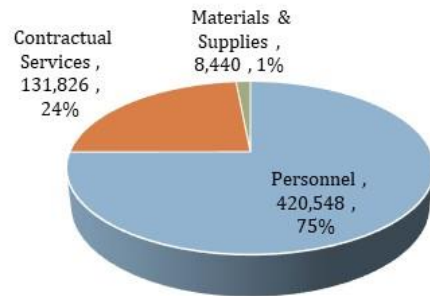
The following table contains a summary of the Human Resources budget.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Personnel	\$ 362,470	\$ 312,223	\$ 182,468	\$ 416,097	\$ 420,548	\$ -	\$ 420,548
Contractual Services	55,030	59,417	101,276	95,905	86,016	28,650	114,666
Materials & Supplies	1,786	1,266	1,485	2,600	2,600	-	2,600
Human Resources	419,286	372,906	285,229	514,602	509,164	28,650	537,814
Contractual Services	9,279	6	3	17,160	17,160	-	17,160
Materials & Supplies	800	944	-	5,840	5,840	-	5,840
Capital Projects, Studies, & Equipment	16,406	-	-	-	-	-	-
Safety	26,485	950	3	23,000	23,000	-	23,000
Total Human Resources	\$ 445,771	\$ 373,856	\$ 285,232	\$ 537,602	\$ 532,164	\$ 28,650	\$ 560,814

FY 2024 Adjusted Department Budget by Division



FY 2024 Adjusted Department Budget by Category



Human Resources

Department Description

To provide a positive HR service experience for applicants, employees, and retirees and collaborate with departments to recruit, develop, support, and retain diverse and talented employees who are the key to City of Laramie's reputation and success.

Division Activities

- Recruit and retain top performing employees.
- Provide support and development to City employees.
- Provide a positive experience for applicants, employees, and retirees.

FY 2023 Accomplishments toward Council Goals

- **Maintain and Improve City Services to Residents Milestone #2:** Make Sustainable Modifications to Compensation that will Strengthen City's Ability to Recruit and Retain Highly Qualified Staff Members and Complete Staffing & Compensation Analysis
 - Completed RFP Process/contract and started Working on Comp and staffing analysis citywide.

FY 2023 Accomplishments toward Management Goals

- Maintain staff compensation level to address inflationary pressures to the best of the organization's ability.
- Completed RFP Process/contract and started working on Comp and staffing analysis citywide.

Objectives for FY 2024

- Complete Compensation & Staffing Study, start implementation
- Update Employee Handbook and distribute
- Provide specialized Training to Supervisors/Managers, as well as staff
- Create Mental Health Initiatives to be rolled out to COL employees

Safety

Division Description

The City of Laramie actively promotes a safe working environment for City employees through its safety program.

Division Activities

The Safety Committee strives to create an accident-free work environment through elimination of hazards from the workplace. Attention to the safety program ensures compliance with federal, state, and local regulations, with an emphasis placed on Wyoming OSHA.

Objectives for FY 2024

- Ensure all City facilities are prepared for an OSHA inspection at any time.
- Keep employee safety training up to date.
- Continue working closely with WARM to enhance staff training opportunities.

Capital Projects, Fleet, and Equipment Budgets

Fleet Schedule

The four-year summary schedule for fleet vehicle and equipment replacements is presented below.

Division and Type	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025	FY 2026	Total
City Administration							
Vehicles	\$ 66,145	\$ -	\$ -	\$ 66,145	\$ -	\$ -	\$ 66,145
Equipment	-	-	-	-	-	-	-
IT Total	66,145	-	-	66,145	-	-	66,145
Vehicles	-	-	-	-	-	72,967	72,967
Equipment	-	-	-	-	-	-	-
Code Administration Total	-	-	-	-	-	72,967	72,967
Vehicles	43,702	-	(5,417)	38,285	-	-	38,285
Equipment	-	-	-	-	-	-	-
Planning Total	43,702	-	(5,417)	38,285	-	-	38,285
Fire							
Vehicles	-	-	-	-	-	-	-
Equipment	460,615	-	-	460,615	328,321	335,219	1,124,155
Fire EMS Total	460,615	-	-	460,615	328,321	335,219	1,124,155
Vehicles	-	-	-	-	144,899	-	144,899
Equipment	1,265,084	-	-	1,265,084	2,094,044	-	3,359,128
Fire Operations Total	1,265,084	-	-	1,265,084	2,238,943	-	3,504,027
Vehicles	-	-	-	-	-	-	-
Equipment	-	-	-	-	65,000	-	65,000
Fire Training Total	-	-	-	-	65,000	-	65,000
Parks and Recreation							
Vehicles	60,000	-	6,145	66,145	-	-	66,145
Equipment	-	-	-	-	-	-	-
Facilities Total	60,000	-	6,145	66,145	-	-	66,145
Vehicles	69,474	-	(13,761)	55,713	15,000	180,884	251,597
Equipment	114,066	-	-	114,066	99,408	110,852	324,326
Parks Total	183,540	-	(13,761)	169,779	114,408	291,736	575,923
Vehicles	-	-	-	-	103,146	-	103,146
Equipment	55,010	-	-	55,010	275,629	85,531	416,170
Cemetery Total	55,010	-	-	55,010	378,775	85,531	519,316
Vehicles	64,995	-	5,000	69,995	61,292	129,165	260,452
Equipment	86,869	-	-	86,869	14,977	24,274	126,120
Mosquito Control Total	151,864	-	5,000	156,864	76,269	153,439	386,572
Vehicles	-	-	-	-	-	-	-
Equipment	-	-	-	-	139,137	-	139,137
Ice & Events Center Total	-	-	-	-	139,137	-	139,137
Police							
Vehicles	522,136	-	-	522,136	325,258	328,436	1,175,830
Equipment	-	-	-	-	-	-	-
Police Admin & Ops Total	522,136	-	-	522,136	325,258	328,436	1,175,830
Vehicles	-	-	-	-	61,500	-	61,500
Equipment	-	-	-	-	-	-	-
Animal Control Total	-	-	-	-	61,500	-	61,500
Public Works							
Vehicles	24,298	-	-	24,298	26,333	-	50,631
Equipment	1,076,985	-	-	1,076,985	327,431	132,063	1,536,479
Streets Total	1,101,283	-	-	1,101,283	353,764	132,063	1,587,110
Vehicles	67,392	-	-	67,392	-	-	67,392
Equipment	-	-	-	-	-	-	-
Engineering Total	67,392	-	-	67,392	-	-	67,392
General Fund Total	\$ 3,976,771	\$ -	\$ (8,033)	\$ 3,968,738	\$ 4,081,375	\$ 1,399,391	\$ 9,449,504

Vehicle Replacements

Adjustments to the current fleet schedule are included below. Please reference the adopted capital investment and construction plan for FY 2023 – FY 2024 for information about future replacements.

Dept	Division	Unit #	Description	Mileage or Hours	Purchase Year	Projected Cost	Add on Cost	Trade In \$\$\$	Estimated Budget	Repl Year	FY 2023 Rebudget	FY 2024 Suppl	FY 2024 Adjusted Amount
Public Works	Streets	225	CHEV 1/2 TON PICKUP	10059	2006	12,149	-	-	12,149	2022	12,149	-	12,149
IT	IT	8	FORD EXPEDITION	88705	2009	53,052	5,000	2,500	66,145	2023	66,145	-	66,145
Parks & Rec	Facilities	New	3/4 TON 4X4 PICKUP WITH PLOW FOR NEW FACILITY			60,000	-	-	60,000	2023	60,000	6,145	66,145
Parks & Rec	Parks	760	CHEVY PICKUP	57154	2007	4,292	-	-	4,292	2023	4,292	-	4,292
Police	Admin & Ops	117	PATROL SEDAN	108273	2012	56,581	18,000	2,500	72,081	2023	72,081	-	72,081
Police	Admin & Ops	125	PATROL SEDAN	108600	2012	56,581	18,000	2,500	72,081	2023	72,081	-	72,081
Police	Admin & Ops	171	PATROL SEDAN	107658	2013	56,076	18,000	2,500	71,576	2023	71,576	-	71,576
Police	Admin & Ops	140	GM SUV	81386	2010	67,942	12,000	2,500	77,442	2023	77,442	-	77,442
Public Works	Streets	212	PICKUP	89730	2006	12,149	-	-	12,149	2023	12,149	-	12,149
City Admin	Planning	880	FORD PICKUP	93625	2000	53,795	2,500	2,000	43,702	2023	43,702	(5,417)	38,285
City Admin	Engineering	New				66,387	250	3,000	67,392	2023	67,392	-	67,392
Parks & Rec	Mosquito	764	3/4 TON 4X4 PICKUP	44958	2006	66,995	500	2,500	64,995	2023	64,995	5,000	69,995
Parks & Rec	Parks	920	CHEVY PICKUP	43629	2008	19,330	-	-	33,091	2023	33,091	(13,761)	19,330
Parks & Rec	Parks	932	HEAVY DUTY PU	73541	2007	32,091	-	-	32,091	2023	32,091	-	32,091
Police	Admin & Ops	116	PATROL SEDAN	87559	2012	59,502	19,000	2,500	76,002	2023	76,002	-	76,002
Police	Admin & Ops	120	PATROL SEDAN	90128	2012	59,502	19,000	2,500	76,002	2023	76,002	-	76,002
Police	Admin & Ops	126	PATROL SEDAN	70372	2009	60,452	19,000	2,500	76,952	2023	76,952	-	76,952
General Fund Vehicles - FY 2024 Adjusted									\$ 918,142		\$ 918,142	\$ (8,033)	\$ 910,109

Equipment Replacements

Adjustments to the current fleet schedule are included below. Please reference the adopted capital investment and construction plan for FY 2023 – FY 2024 for information about future replacements.

Dept	Division	Unit #	Description	Mileage or Hrs	Purchase Year	Projected Cost	Add on Cost	Trade In \$\$\$	Estimated Budget	Repl Year	FY 2023 Rebudget	FY 2024 Adjustment	FY 2024 Adjusted Amount
Public Works	Streets	211	SWEPPER CHASSIS	1997	2016	\$ 298,107	\$ 2,500	\$ 25,000	\$ 275,607	2021	\$ 275,607	-	\$ 275,607
Public Works	Streets	216	5YD DUMP TRUCK	1959	2009	71,378	-	-	71,378	2021	71,378	-	71,378
Parks & Rec	Mosquito	795	ATV	391	2018	11,044	600	500	11,144	2022	11,144	-	11,144
Fire	EMS	MS145	AMBULANCE	278234	2012	270,615	10,000	-	280,615	2023	280,615	-	280,615
Fire	Operation	433	2006 ATV POLARIS	884	2007	16,434	150	1,500	15,084	2023	15,084	-	15,084
Fire	Operation	ENG-4	CLASS A 1500 GPM PUMPER	138613	2001	1,250,000	20,000	20,000	1,250,000	2023	1,250,000	-	1,250,000
Parks & Rec	Mosquito	796	POLARIS ATV	3	2019	15,497	600	1,200	14,897	2023	14,897	-	14,897
Parks & Rec	Parks	913	TURF TRUCK	521	2017	21,120	100	1,000	20,220	2023	20,220	-	20,220
Parks & Rec	Parks	947	TURF SWEEPER	895	2006	63,559	-	450	63,109	2023	63,109	-	63,109
Parks & Rec	Parks	950	2009 OUT FRONT MOWER	2682	2009	30,987	-	250	30,737	2023	30,737	-	30,737
Public Works	Streets	278	NEW VAC TRUCK (STORM SEWERS)			750,000	-	20,000	730,000	2023	730,000	-	730,000
Fire	EMS	MS142	GMC AMBULANCE 4X4	117108	2017	180,000	10,000	10,000	180,000	2023	180,000	-	180,000
Parks & Rec	Cemetery	904	TURF SWEEPER	921	2012	55,010	-	-	55,010	2023	55,010	-	55,010
Parks & Rec	Mosquito	794	SPORTSMAN ATV	253	2019	14,012	600	500	14,112	2023	14,112	-	14,112
Parks & Rec	Mosquito	928	2009 TORO WORKMAN	2175	2009	47,216	-	500	46,716	2023	46,716	-	46,716
General Fund Equipment - FY 2024 Adjusted									\$ 3,058,629		\$ 3,058,629	\$ -	\$ 3,058,629

Equipment Schedule

The four-year schedule for routine equipment is detailed below. Descriptions for each item are presented after the summary table.

Equipment Reference	FY 2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted Amount	FY 2025	FY 2026	Equipment Total
City Administration								
Server Replacement	\$ 14,000	\$ -	\$ 38,000	-	\$ 38,000	\$ 38,000	\$ 23,000	\$ 99,000
Computer Workstation Replacement	64,000	-	65,000	4,000	69,000	64,000	63,000	196,000
Network switch replacement	18,500	-	5,500	15,000	20,500	5,500	5,500	31,500
Network Infrastructure	3,000	-	3,000	-	3,000	3,000	3,000	9,000
Wireless Network	5,000	-	5,000	-	5,000	6,000	7,000	18,000
Council laptops	-	-	14,000	-	14,000	-	-	14,000
Network printer replacement	4,000	-	4,000	-	4,000	4,000	4,000	12,000
Security Cameras	5,500	-	5,500	-	5,500	5,500	5,500	16,500
Laptop computers	2,000	-	-	-	-	-	-	-
Network Firewall	-	-	60,000	10,000	70,000	10,000	-	80,000
Annex Conference Room Upgrade	5,000	-	-	-	-	-	-	-
Color Laserjet Printer for Courts	1,899	-	-	-	-	-	-	-
MOC Cameras	18,207	-	-	-	-	-	-	-
Surveillance Cameras (Rec and City Hall)	2,617	-	-	-	-	-	-	-
Mobile Devices for Energov	-	-	-	15,000	15,000	-	-	15,000
IT Total	143,723	-	200,000	44,000	244,000	136,000	111,000	491,000
36" Large Format Scanner	1,750	1,750	-	-	1,750	-	-	1,750
Wide Format Plotter	1,750	1,750	-	-	1,750	-	-	1,750
Laptop Computers	4,000	-	-	-	-	-	-	-
Cell phone	1,000	-	-	-	-	-	-	-
Code Administration Total	8,500	3,500	-	-	3,500	-	-	3,500
36" Large Format Scanner	1,750	1,750	-	-	1,750	-	-	1,750
Wide Format Plotter	1,750	1,750	-	-	1,750	-	-	1,750
Planning Total	3,500	3,500	-	-	3,500	-	-	3,500
Fire								
Quinflow replacement	16,600	16,600	-	-	16,600	-	-	16,600
Ambulance cot mounting systems	-	-	40,000	13,000	53,000	-	-	53,000
LUCAS device replacement	18,000	-	19,000	-	19,000	-	-	19,000
Cardiac Monitor Defibrillator repl	-	-	40,000	-	40,000	-	-	40,000
Ambulance cots	-	-	20,000	3,000	23,000	-	-	23,000
IV warmers	3,500	-	-	-	-	-	-	-
Videoscopes	2,000	-	-	-	-	-	-	-
Hamilton T1 Ventilator	25,000	-	-	-	-	-	-	-
Point of Care Blood Analysis Lab	45,000	45,000	-	-	45,000	-	-	45,000
EMS Total	110,100	61,600	119,000	16,000	196,600	-	-	196,600
SCBA replacement	25,200	-	16,500	3,000	19,500	-	-	19,500
Motorola Portable Radio Replacement	16,000	-	16,000	-	16,000	-	-	16,000
Bendix King radio replacement	6,000	-	-	-	-	-	-	-
Extrication equipment replacement	-	-	7,500	-	7,500	7,500	-	15,000
Confined space equipment replacement	20,000	20,000	-	-	20,000	-	-	20,000
Bunker gear washer replacement	14,000	-	-	-	-	-	15,000	15,000
Aerobic Equipment	7,500	-	7,500	-	7,500	8,000	8,000	23,500
Skid unit - Wildland	-	-	25,000	-	25,000	25,000	-	50,000
Ice Rescue Suits	1,800	-	1,800	700	2,500	-	-	2,500
Guardian Tracking	4,130	-	3,060	-	3,060	3,060	3,060	9,180
Fire Operations Total	94,630	20,000	77,360	3,700	101,060	43,560	26,060	170,680
Candidate Physical Ability Testing (CPAT) equipment	-	-	2,700	-	2,700	2,700	-	5,400
Fire Training Total	-	-	2,700	-	2,700	2,700	-	5,400

Equipment Schedule (cont.)

Equipment Reference	FY 2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted Amount	FY 2025	FY 2026	Equipment Total
Parks and Recreation								
Facilities cleaning equipment repl	11,500	-	11,500	-	11,500	11,500	11,500	34,500
Door Security WiFi System	-	-	-	70,000	70,000	-	-	70,000
Facilities Management Total	11,500	-	11,500	70,000	81,500	11,500	11,500	104,500
Parks furniture	4,000	-	4,000	-	4,000	4,000	4,000	12,000
Blower attachment (originally Broom)	12,500	12,500	-	-	12,500	-	-	12,500
Athletic turf painter	8,500	-	-	-	-	-	-	-
Downtown equipment & amenities	5,000	-	5,000	-	5,000	5,000	5,000	15,000
Turf aerator	-	-	23,000	-	23,000	-	-	23,000
Field groomer	-	-	-	-	-	-	20,000	20,000
Rough mower attachment	13,000	-	-	-	-	-	-	-
Electric Equipment	-	-	2,500	-	2,500	-	2,500	5,000
Parks transport trailer replacement	-	-	-	4,500	4,500	-	-	4,500
Parks Total	43,000	12,500	34,500	4,500	51,500	9,000	31,500	92,000
Walk Behind Aerator	-	-	-	-	-	-	-	-
Electric Equipment	-	-	2,500	-	2,500	-	2,500	5,000
Auger attachment	-	-	-	-	-	8,500	-	8,500
Cemetery Total	-	-	2,500	-	2,500	8,500	2,500	13,500
Fogger unit replacement	25,000	-	-	-	-	-	27,000	27,000
GIS/Field data collection tablets	-	-	3,000	-	3,000	-	-	3,000
Replacement radios	-	-	3,000	-	3,000	-	-	3,000
ATV spray tanks	-	-	3,500	-	3,500	-	-	3,500
Lab Refrigerator	1,500	1,500	-	(1,500)	-	-	-	-
Lab Freezer	1,000	1,000	-	(1,000)	-	-	-	-
RAMP Testing Kits	-	-	-	2,500	2,500	-	-	2,500
Mosquito Control Total	27,500	2,500	9,500	-	12,000	-	27,000	39,000
Emergency Ice Grooming Equip (ACRB request)	3,000	3,000	-	-	3,000	-	-	3,000
Ice & Events Center Total	3,000	3,000	-	-	3,000	-	-	3,000
Police								
In-car computer replacement	35,000	-	35,000	-	35,000	35,000	35,000	105,000
Mobile radio replacement	85,000	-	-	-	-	-	-	-
Portable radio replacement	-	-	-	-	-	60,000	-	60,000
Interview recording system replacement	72,000	-	-	-	-	-	-	-
Surveillance system replacement	30,000	-	-	-	-	-	-	-
Evidence moving storage unit	22,996	-	-	-	-	-	-	-
Police Admin & Operations Total	244,996	-	35,000	-	35,000	95,000	35,000	165,000
New Dispatch Stations	-	-	-	40,000	-	-	-	-
LARC Total	-	-	-	40,000	-	-	-	-
Public Works								
Audio/Video Equipment	2,825	2,825	-	12,500	15,325	-	-	15,325
Administration Total	2,825	2,825	-	12,500	15,325	-	-	15,325
UAV (Drone)	50,000	50,000	-	-	50,000	-	-	50,000
Traffic Trailer	75,539	75,539	-	-	75,539	-	-	75,539
Cell Phone Replacement	-	-	-	-	-	7,500	-	7,500
WYOLINK Radios	5,000	-	5,000	-	5,000	-	-	5,000
Survey Equipment Replacement	-	-	-	-	-	100,000	-	100,000
Engineering Total	130,539	125,539	5,000	-	130,539	107,500	-	238,039
Traffic Signal Controller Upgrades	14,300	-	14,300	-	14,300	14,300	14,300	42,900
Video Detection Traffic Signals	12,400	-	12,400	-	12,400	12,400	12,400	37,200
School Zone Flashing Signals	3,000	-	3,000	-	3,000	3,000	3,000	9,000
Bus Stop Installation 1400 Block Lewis	12,000	-	-	-	-	-	-	-
Street Networking Equipment	110,000	109,772	-	-	109,772	-	-	109,772
Rapid Flashing Beacons	25,000	25,000	-	-	25,000	-	-	25,000
Streets Total	176,700	134,772	29,700	-	164,472	29,700	29,700	223,872

Equipment Schedule (cont.)

Equipment Reference	FY 2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted Amount	FY 2025	FY 2026	Equipment Total
4 Post Portable Vehicle Lift	55,000	-	-	-	-	-	-	-
Pressurized Parts Washer	10,000	10,000	-	-	10,000	-	-	10,000
Replace oil burner/heater	-	-	20,000	-	20,000	-	-	20,000
Large Rolling Toolbox	-	-	-	-	-	-	15,000	15,000
Fleet Total	65,000	10,000	20,000	-	30,000	-	15,000	45,000
General Fund Total Equipment	\$ 1,065,513	\$ 379,736	\$ 546,760	\$ 190,700	\$ 1,077,196	\$ 443,460	\$ 289,260	\$ 1,809,916

Equipment Descriptions

INFORMATION TECHNOLOGY

Server Replacement

Annual replacement of City servers.

Computer Workstation Replacement

Annual replacement of desktop and laptop computers.

Network switch replacement

Replacement of network switches located in various City buildings.

Network Infrastructure

Network infrastructure upgrades to both wired and wireless networks.

Wireless Network

Replacement of Wi-Fi access points that have reached their end of life.

Council laptops

Replace laptops for City Council members.

Network printer replacement

Annual replacement of network printers.

Security Cameras

Security cameras for city buildings and storage to keep about 4-weeks of video archives.

Laptop Computers

This request allows for the purchase of new laptop computers. There are three requests for the current year (1 laptop in Finance for a supervisor, 1 laptop in Code Administration for a supervisor, and 1 laptop in planning for a principal planner). In the following year, there is a request for an additional laptop in Code Administration for a building inspector. These purchases reflect the need for enhanced mobile and offsite work.

Network Firewall

Network firewalls to replace current devices which are reaching end of life. Firewalls protect server, user, and internet traffic for the city of Laramie.

Annex Conference Room Upgrade

Video & audio equipment to provide a modern meeting space in the annex conference room to accommodate presentations, remote meetings, etc.

Color Laserjet Printer for Courts

This request is for an updated color laser printer and scanner for the Municipal Court. The new software can digitally stamp forms and color will help to see these better when printed.

MOC Cameras

This request is for security cameras to the Municipal Operations Center.

Surveillance Cameras

This request if for surveillance cameras at the Recreation Center and City Hall.

Mobile Devices for Energov

This request is for iPad devices to be used by City employees for various inspections and permits. The needs for these devices were discovered during the initial phases of Energov implementation.

CODE ADMINISTRATION & ENFORCEMENT

36" Large Format Scanner

This request is for a large format scanner to be cost-shared by the Planning and Code Admin divisions. The existing scanner was moved to the MOC.

Wide Format Plotter

This request is for a wide format plotter to be cost-shared by the Planning and Code Admin divisions. The existing plotter was moved to the MOC.

Equipment Descriptions (cont.)

Laptop Computers

This request is for Laptop Computer purchases. There are two recommended in FY 2023 for the Code Supervisor and the Building Inspector.

Cell Phone

This request is for a cell phone for the building inspector.

PLANNING

36" Large Format Scanner

This request is for a large format scanner to be cost-shared by the Planning and Code Admin divisions. The existing scanner was moved to the MOC.

Wide Format Plotter

This request is for a wide format plotter to be cost-shared by the Planning and Code Admin divisions. The existing plotter was moved to the MOC.

FIRE EMS

Quinflow Replacement

This request supports the replacement of IV Warmers and batteries, which have reached the end of their useful life.

Ambulance cot mounting systems (Impact Assistance Fees)

This request allows for the replacement of ambulance cot mounting systems.

LUCAS device replacement

This request is for the purchase of additional LUCAS devices and implementation of a replacement schedule for the LUCAS devices. The LUCAS device is an automated CPR device clinically proven to provide superior compressions than those applied manually.

Cardiac Monitor Defibrillator replacement

Replacement of cardiac monitor defibrillators used on ambulances.

Ambulance cots

This request allows for the replacement of ambulance cots, which are used for patient transport.

IV warmers

This request allows for the replacement of IV warmers used on ambulances.

Videoscopes

Replacement of videoscopes.

Hamilton T1 Ventilator

This expansion of equipment would put a ventilator at each station on each front-line ambulance.

Point of Care Blood Analysis Lab

Blood analysis in field for electrolytes and troponin levels. Lowers diagnostic time for cardiac events

FIRE OPERATIONS

SCBA replacement

The replacement of self-contained breathing apparatus (SCBA).

Motorola Portable Radio Replacement

Replacement of portable radios.

Bendix King radio replacement

Replacement of Bendix King radios.

Extrication equipment replacement

Replacement of extrication equipment.

Confined space equipment replacement

Replacement of confined space equipment.

Bunker gear washer replacement

Replacement of bunker gear washer.

Aerobic Equipment

Replacement of aerobic equipment on replacement schedule.

Skid unit – Wildland

Slide in pump unit for Type 6 wildland engines

Ice Rescue Suits

Provide protection for ice rescue. LFD has 2 suits, need to expand by 4 more.

Guardian Tracking

Employee performance platform, Positive recognition features for motivation and success

FIRE TRAINING

Candidate Physical Ability Testing (CPAT) Equipment

Equipment needed to facilitate CPAT testing for the department. New request for forcible entry support frame, vest cart, and dead blow mallets.

FACILITIES MANAGEMENT

Facilities cleaning equipment replacement

Generalized equipment replacement and repair fund for larger cleaning equipment like vacuums, floor scrubbers, electronic mops, etc.

Door Security WiFi System

Upgrades at the City Hall and MOC to utilize WiFi for door lock security system.

Equipment Descriptions (cont.)

PARKS

Parks furniture

Replacement of park benches, trash receptacles and picnic tables.

Blower attachment

Addition of a Blower attachment for Tool-cat instead of purchase of a sweeper.

Athletic Turf Painter

Replacement of existing Athletic Turf Painter.

Downtown equipment & amenities

Replacement of benches, trash cans, tree guards, grates, and bike racks.

Turf Aerator

Replacement of the "6" aerator" that is re-named the turf aerator used in landscaping and turf care throughout the parks system.

Field groomer

Replacement of a field groomer that is used to maintain a playable surface for baseball/softball fields.

Rough mower attachment

With increased City property being rangeland, staff needs to effectively manage these properties. This piece of equipment would aid in rough mowing duties.

Electric Equipment

Replacement of gas-powered trimmers, blowers, chainsaws, walk behind mowers to move towards carbon neutrality.

Transport Trailer

Replacement of utility trailer that is no longer safe to operate.

CEMETERY

Walk Behind Aerator

Replacement of the aerator used in cemetery since 2010.

Electric Equipment

Replacement of gas-powered trimmers, blowers, chainsaws, walk behind mowers to move towards carbon neutrality.

Auger Attachment

Replacement of existing Auger

MOSQUITO CONTROL

Fogger unit replacement

Replacement of chemical fogger needed for mosquito control operations.

GIS/Field data collection tablets

To provide tablets that can upload information instantly instead of relying on data to be uploaded upon return to shop.

Replacement Radios

Wyolink radio system is aging and repairs to existing radios are becoming difficult due to outdated radios, bases, and equipment.

ATV Spray Tanks

Replacement of the ATV spray tanks used to control mosquito populations.

Lab refrigerator

Replacement of lab refrigerator utilized in mosquito lab operations.

Lab freezer

Replacement of lab freezer utilized in mosquito lab operations.

RAMP Testing Kits

RAMP testing kits for mosquito lab operations.

ICE AND EVENTS CENTER

Emergency Ice Grooming Equipment (ACRB request)

Replacement of emergency ice grooming equipment.

POLICE ADMIN & OPS

In-car Computer Replacement

Replacement of equipment used in patrol cars to ensure productivity.

Mobile Radio Replacement

Replacement of mobile radios in police vehicles - voice communication.

Portable Radio Replacement

Replacement of portable radios - voice communication.

Interview Recording System Replacement

The PD interview recording system is at end of life and experiencing technical failure issues. This project would completely replace our existing interview recording system and allow for redundant cloud storage for all recorded interviews. The cost of the project could be spread over 5 years but by paying for the 5-year package at once saves \$9,300.00.

Equipment Descriptions (cont.)

Surveillance System Replacement

The PD surveillance system is antiquated and does not integrate with new IT servers. This project will replace all indoor / outdoor cameras, replace the intercom system, and hardwire our door lock systems.

Evidence Moving Storage Unit

The PD Evidence Storage Facility does not have a wide moving storage unit. This project would add a 48" moving storage unit in Evidence.

LARC

New Dispatch Stations

This request will fund the replacement of workstations at the dispatch center.

PUBLIC WORKS ADMIN

Audio/Video Equipment

Audio/Video Equipment for the large conference room at the MOC.

ENGINEERING

UAV (Drone)

This equipment request is to replace and upgrade Engineering's drone fleet. The use of drones has saved Engineering time on projects while improving the quality of information gathered. This replacement will look at upgrading the systems with improved cameras and possibly LIDAR or improved RTK systems.

Traffic Trailer

This trailer will be used to count traffic and pedestrians. The City currently must outsource this task or have a staff member sit for hours at an intersection. By having this trailer, we can collect data as needed while gathering more data for better results.

Cell Phone Replacement

This equipment request is to replace existing cell phones to keep the phones current and functional as they are a key tool in Engineering's operation. Engineering uses cell phones for making calls in the field along with using them as a data hot spot for mobile technology. In addition, the phones are used for the following, camera, access to project management information, GIS mapping, control of drones, surveying, and various other systems controlled through phone apps.

Wyolink Radios

Replacement of Wyolink radios.

Survey Equipment Replacement

Engineering's current survey equipment is starting to become outdated. While we have done upgrades to keep it working it is starting to approach the end of its useful life. This funding will be used to replacement the equipment while also updating the equipment to current technology which with save time and increase the efficiency while using the equipment.

STREETS

Traffic Signal Controller Upgrades

Upgrades to aged traffic signal control equipment.

Video Detection Traffic Signals

Upgrades and additions to traffic signal video detection systems.

School Zone Flashing Signals

Upgrade existing school zone flashing lights to solar.

Bus Stop Installation Signals – 1400 Block Lewis

This request is for installation of a bus stop and school zone flashing beacons near the UW Lab School along Lewis Street. This item was authorized by Council resolution 2022-52 on August 23rd, 2022.

Street Networking Equipment

This would allow the Traffic Signal Technicians remote access to diagnose, repair, and adjust traffic signals.

Rapid Flashing Beacons

Safe pedestrian crossings.

FLEET

4 Post Portable Vehicle Lift

Lift vehicles off the ground to safely work on undercarriage.

Pressurized Parts Washer

Clean and maintain vehicle and equipment parts.

Replace Oil Burner/Heater

Oil burner is used to dispose of used oil and supplement heat into the shop. The current burner is approaching the end of its useful life.

Large Rolling Toolbox

Replace old toolbox

Capital Project Summary

The table below summarizes the capital project adjustments for FY 2024, as well as the current schedule for FYs 2025 and 2026 and project budgets to date. [In the electronic document, click on the project name to access project detail.](#)

Project Description	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025	FY 2026	Total Project Funding (All Years)
Administrative Services									
ERP Planning & Business Process Reengineer	\$ 171,721	\$ (124,804)	\$ 46,917	\$ -	\$ -	\$ 46,917	\$ -	\$ -	\$ 171,721
Skillo E-Learning Software	20,000	(10,000)	10,000	-	-	10,000	-	-	20,000
Modular Office Upgrades	25,000	(4,050)	20,950	-	-	20,950	-	-	25,000
Finance Total	216,721	(138,854)	77,867	-	-	77,867	-	-	216,721
Tyler Case Management Software	66,494	(66,149)	345	-	-	345	-	-	66,494
Municipal Court Total	66,494	(66,149)	345	-	-	345	-	-	66,494
Fire									
St 1 Apparatus Ramp Replacement	45,000	(9,100)	35,900	-	-	35,900	-	-	45,000
Fire Operations Total	45,000	(9,100)	35,900	-	-	35,900	-	-	45,000
Training Center Trench Prop	55,000	(26,109)	28,891	-	-	28,891	-	-	55,000
Fire Training Total	55,000	(26,109)	28,891	-	-	28,891	-	-	55,000
City Manager's Office									
Public Transit Planning	-	-	-	-	200,000	200,000	-	-	200,000
General Government Total	-	-	-	-	200,000	200,000	-	-	200,000
Parklet Construction	11,000	(11,000)	-	15,000	-	15,000	-	15,000	41,000
Comp Plan Update - all Chapters except 9	-	-	-	200,000	-	200,000	-	-	200,000
Extraterritorial Growth Mgmt Plan	150,000	(140,962)	9,038	-	-	9,038	-	-	150,000
Wayfinding Completion	37,500	(12,305)	25,195	37,500	-	62,695	-	-	75,000
Planning Total	198,500	(164,267)	34,233	252,500	-	286,733	-	15,000	466,000
Parks & Recreation									
Cemetery Roadway Improvements	17,500	(17,500)	-	20,000	-	20,000	-	25,000	62,500
Cemetery Infrastructure Improvements	20,000	(16,150)	3,850	-	-	3,850	20,000	-	40,000
Columbarium	45,000	(19,907)	25,093	100,000	-	125,093	-	-	145,000
Cemetery Total	82,500	(53,557)	28,943	120,000	-	148,943	20,000	25,000	247,500
Equipment & Infrastructure Improv	20,000	-	-	10,000	-	10,000	10,000	10,000	50,000
City Hall MAU Replacement	344,273	(331,875)	12,398	-	-	12,398	-	-	344,273
Annex Air Handler Replacement	150,000	-	150,000	-	-	150,000	-	-	150,000
Police Air Handler Replacement	145,000	-	145,000	-	-	145,000	145,000	-	290,000
City Hall HVAC TAB Repairs	-	-	-	-	56,000	56,000	-	-	56,000
Facilities Management Total	659,273	(331,875)	307,398	10,000	56,000	373,398	155,000	10,000	890,273
I&E Center Lighting Upgrades	25,000	-	25,000	-	-	25,000	-	-	25,000
Ice & Events Center Total	25,000	-	25,000	-	-	25,000	-	-	25,000
Community Service Day Beaut. Projects	-	-	-	30,000	-	30,000	-	20,000	50,000
Laramie Bike Park Planning & Improvements	35,500	(16,316)	19,184	-	-	19,184	200,000	-	235,500
Park Infrastructure Improvements	50,000	(25)	-	50,000	(9,900)	40,100	50,000	50,000	190,100
Optimist Dog Park Expansion	30,000	(16,460)	13,540	-	-	13,540	-	-	30,000
Labonte Electrical and Lighting Upgrades	35,000	(17,867)	17,133	-	-	17,133	-	-	35,000
Undine Storage Building Upgrades	-	-	-	40,000	-	40,000	-	-	40,000
Cowboy Field Outfield Fence Screen	-	-	-	-	1,800	1,800	-	-	1,800
Cowboy Field Scoreboard Replacement	-	-	-	-	27,968	27,968	-	-	27,968
Depot Caboose Paint/Updates	-	-	-	-	45,000	45,000	-	-	45,000
Parks Total	150,500	(50,668)	49,857	120,000	64,868	234,725	250,000	70,000	655,368
Mosquito Shop Upgrades	-	-	-	-	145,000	145,000	-	-	145,000
Mosquito Total	-	-	-	-	145,000	145,000	-	-	145,000
Public Art Initiatives	25,000	(14,900)	-	25,000	-	25,000	25,000	25,000	100,000
Recreation Total	25,000	(14,900)	-	25,000	-	25,000	25,000	25,000	100,000

Capital Projects (cont.)

Project Description	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025	FY 2026	Total Project Funding (All Years)
Police									
Police Outdoor Improvements	228,470	(10,240)	218,230	56,100	(56,100)	218,230	-	-	228,470
Police Administration Total	228,470	(10,240)	218,230	56,100	(56,100)	218,230	-	-	228,470
Public Works									
City-Wide Storm Drainage Evaluation	813,167	(745,644)	67,523	-	-	67,523	-	-	813,167
City-wide Survey Point Improvements	100,000	-	100,000	-	-	100,000	-	-	100,000
UW Traffic Study	300,000	-	300,000	-	(300,000)	-	-	-	-
Stormwater Regs & Design Manual	356,665	-	356,665	-	-	356,665	-	-	356,665
Stormwater Funding Feasibility Study	328,984	(42,067)	286,917	-	-	286,917	-	-	328,984
Harney Street Corridor Study	94,000	(10,270)	83,730	-	-	83,730	-	-	94,000
ArcGIS Implementation	14,459	-	14,459	-	-	14,459	-	-	14,459
Traffic Model Update	-	-	-	-	-	-	200,000	-	200,000
Engineering Total	2,007,275	(797,981)	1,209,294	-	(300,000)	909,294	200,000	-	1,907,275
Storm Sewer Rehab - CIPP Lining	450,000	(138,726)	311,274.00	150,000	-	461,274	150,000	150,000	900,000
Street Oversizing	374,000	(84,615)	289,385.00	275,000	100,000	664,385	-	-	749,000
Street PCI Evaluation & Sys Implement	250,000	(147,872)	102,128.00	-	150,000	252,128	-	-	400,000
3rd Street Corridor Beautification	270,105	(446)	269,659.00	-	-	269,659	-	-	270,105
Street Reconstruction - Harney	-	-	-	-	-	-	120,000	1,200,000	1,320,000
Street/Storm Drainage Total	1,344,105	(371,659)	972,446	425,000	250,000	1,647,446	270,000	1,350,000	3,639,105
General Fund Total	\$ 5,103,838	\$ (2,035,359)	\$ 2,988,404	\$ 1,008,600	\$ 359,768	\$ 4,356,772	\$ 920,000	\$ 1,495,000	\$ 8,887,206

Capital Project Detail

Detail for the listed capital projects can be found in the pages that follow.

Project # ASF-CP19-001
 Project Name ERP Planning & Bus Process Reengineering

Department Administrative Services
 Contact Chief Operating Officer
 Type Capital
 Useful Life
 Category Admin Svcs - Finance

Account # Multiple Project Code ASFERP
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$171,721

The City has partnered with Koa Hills Consulting to plan and prepare for its software improvement initiatives, including the municipal court and ERP software implementation. Completed work includes business process mapping and best practice analysis, request for proposal development, software selection consulting, and contract negotiation support and the municipal court software implementation. In progress work includes change management and ERP software project configuration.

Justification

The City is following best practice recommendations for its upcoming Enterprise Resource Planning (ERP) software implementation, including the advance mapping of business processes. Additionally, due to the size of this project's scope, City staff expertise should be augmented with professional consultants who can assist with data conversion and process reengineering in order to get the best possible outcome during this critical software conversion.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
183,565	Other Costs or Studies	-11,844	0	0	0	0	-11,844	0
Total	Total	-11,844	0	0	0	0	-11,844	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
183,565	Revenue or Cash Reserves	-11,844	0	0	0	0	-11,844	0
Total	Total	-11,844	0	0	0	0	-11,844	Total

Project # ASF-CP21-001
 Project Name Skillo E-Learning Software

Department Administrative Services
 Contact Chief Operating Officer
 Type Capital
 Useful Life
 Category Admin Svcs - Finance

Account # 100-6010-415-7440 Project Code ASSELS
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$20,000

The City of Laramie has been offered a beta test client opportunity with Skillo software, a developer of e-learning tools for end-user training. The City is willing to be a beta test client for the software to receive a reduced rate. This software will be critical to supporting user needs during the ERP software implementation.

Justification

This e-learning product will allow the City to create training videos, presentations, quizzes and other learning tools which will be used during the implementation of ERP for end users. This product can be expanded for other city-wide training opportunities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
20,000	Software	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
20,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # ASF-CP22-011
 Project Name Modular Office Upgrades

Department Administrative Services
 Contact Chief Operating Officer
 Type Capital
 Useful Life
 Category Admin Svcs - Finance

Account # 100-6010-415-7630 Project Code ASMODF
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$25,000

This project will upgrade the almost twenty-year-old office furniture in the Finance office, replacing it with modern equipment that can be repurposed upon the remodel of City Hall in a few years. Working with an office solutions firm, decisions will be made to optimize workspace efficiency, provide proper ergonomic alignment, and enhance noise control. Colors and styles will be selected to coordinate with upgraded furniture in Municipal Services Billing.

Justification

Existing office furniture and fixtures in Finance, which were acquired when City Hall was remodeled in the early 2000s, do not provide adequately for efficient, organized work spaces, proper ergonomic alignment, and appropriate noise control that is necessary when multiple employees share a small space.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
25,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
25,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # ASM-CP19-001
 Project Name Case Management Software

Department Administrative Services
 Contact Chief Operating Officer
 Type Capital
 Useful Life
 Category Admin Svcs - Municipal Court

Account # 100-1020-412-7440 Project Code MCTCMS
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$66,494

The Municipal Court purchased new software from Tyler Case management. This project allows Municipal Court to be more productive, efficient and provide better customer service. The project includes conversion of data and project management. The purchase option selected amortizes one-time cost (excluding ongoing maintenance) over a period of 5 years. The new software is in the post implementation phase.

Justification

To identify and select a new case management system to enhance Municipal Court productivity, efficiency, reporting and customer services to assist in the City's financial health and stability.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
54,650	Software	11,844	0	0	0	0	11,844	0
Total	Total	11,844	0	0	0	0	11,844	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
54,650	Revenue or Cash Reserves	11,844	0	0	0	0	11,844	0
Total	Total	11,844	0	0	0	0	11,844	Total

Project # FDO-CP21-010
 Project Name St 1 Apparatus Ramp Replacement

Department Fire
 Contact Fire Chief
 Type Capital
 Useful Life
 Category Fire - Operations

Account # 100-3020-422-7900 Project Code FD1ARR
 Design Start 03/2022 Constr Start 05/2022

Description

Total Project Cost: \$45,000

The project would include demolition and replacement of the concrete ramp in phases to maintain use of station. Replacement of ramp includes the demo, installation of rebar, and pouring of the concrete with expansion joints.

Justification

The ramp is currently experiencing degradation - surface on north side and full thickness to the south. Current fire apparatus weights run from 23 to 39 tons.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
45,000	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
45,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # FDT-CP23-001
 Project Name Training Center Trench Prop

Department Fire
 Contact Fire Chief
 Type Capital
 Useful Life
 Category Fire - Training

Account # 100-3030-422-7900 Project Code FDTCTP
 Design Start 06/2022 Constr Start 08/2022

Description

Total Project Cost: \$55,000

This project funding would purchase a used conex container for an above ground trench prop, as well as safety rails and deck. Containers would also have a dual storage function.

Justification

To provide LFD staff with trench rescue training prop that meets the objectives of NFPA 1006 and 1670 standards

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Equipment	55,000	0	0	0	0	55,000	0
Total	Total	55,000	0	0	0	0	55,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	55,000	0	0	0	0	55,000	0
Total	Total	55,000	0	0	0	0	55,000	Total

Project # **GAG-CP23-001**
 Project Name **Public Transit Planning**

Department General Administration
 Contact City Manager
 Type Capital
 Useful Life
 Category Gen Administration - General

Account # 100-1035-410-7910 Project Code GFPTPL
 Design Start Constr Start N/A

Description

Total Project Cost: \$200,000

Funded 80% by a grant, this project will evaluate gaps in public transportation services, strategies for filling them, services for disadvantaged communities, environmental goals, economic development objectives, and related community development goals.

Justification

The lack of availability and diversity of current transit options in Laramie is a common concern of citizens.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	200,000	0	0	0	200,000	0
Total	Total	0	200,000	0	0	0	200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Grant	0	160,000	0	0	0	160,000	0
	Revenue or Cash Reserves	0	40,000	0	0	0	40,000	
Total	Total	0	200,000	0	0	0	200,000	Total

Project # **GAP-CP21-010**
 Project Name **Parklet Construction**

Department General Administration
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Gen Administration - Planning

Account # 100-5080-419-7900 Project Code PLPK**
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$41,000

This pilot program would include the construction of a mobile parklet that would provide for public space temporarily in small areas of downtown.

Justification

To provide an additional economic development tool for Downtown Laramie.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
11,000	Construction	0	15,000	0	15,000	0	30,000	0
Total	Total	0	15,000	0	15,000	0	30,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
11,000	Donations or Contributions	0	0	0	0	0	0	0
	Revenue or Cash Reserves	0	15,000	0	15,000	0	30,000	
Total	Total	0	15,000	0	15,000	0	30,000	Total

Project # **GAP-CP22-010**
 Project Name **Comp Plan Update - Except Chp 9**

Department General Administration
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Gen Administration - Planning

Account # 100-5080-419-7910 Project Code PLCOM2
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$200,000

This project will complete an update to all chapters (except 9) of the Comprehensive Plan. Partners include University of Wyoming, Laramie County Community College, Albany County Campus, Wyoming Technical Institute, Laramie Chamber Business Alliance, Laramie Main Street Alliance, Wyoming Business Council, Albany County Tourism Board, Laramie Regional Airport Joint Powers Board, and Albany County.

Justification

The Comprehensive Plan has not been updated in almost 10 years. It is typical to update a plan of this type every 5 years.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Other Costs or Studies	0	200,000	0	0	0	200,000	0
Total	Total	0	200,000	0	0	0	200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	200,000	0	0	0	200,000	0
Total	Total	0	200,000	0	0	0	200,000	Total

Project # **GAP-CP22-012**
 Project Name **Extraterritorial Growth Mgmt Plan**

Department General Administration
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Gen Administration - Planning

Account # 100-5080-419-7910 Project Code PLEXCD
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$150,000

This plan will provide for the long term development and fiscal protection of the community from unwanted and poor development proposals in the County. It will establish a cooperative extraterritorial code for land uses and subdivisions within 1 mile of the city of Laramie. This plan is related to the Work Session held in January 2021 between City Council and Albany County Commissioners. The amount provides for development and code amendments for the City only.

Justification

Council Goal 2021 #E.2.: - Governing bodies will create and adopt a joint agreement for development within the rural/urban interface high-priority growth area, inclusive of infrastructure, wastewater management and economic growth.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
150,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
150,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **GAP-CP23-012**
 Project Name **Wayfinding Completion**

Department General Administration
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Gen Administration - Planning

Account # 100-5080-419-7900 Project Code PLWAYF
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$75,000

Implementation of the Laramie Wayfinding Master Plan completed in 2018.

Justification

This project will provide both beautification and wayfinding services to our local community and visitors by implementing the 2018 Wayfinding master plan. It will ensure use of financial resources committed by Downtown Laramie and Visit Laramie.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Other Costs or Studies	37,500	37,500	0	0	0	75,000	0
Total	Total	37,500	37,500	0	0	0	75,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	37,500	37,500	0	0	0	75,000	0
Total	Total	37,500	37,500	0	0	0	75,000	Total

Project # **PRC-CP15-002**
 Project Name **Cemetery Roadway Improvements**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Cemetery

Account # 100-5020-452-7300 Project Code PRCR**
 Design Start N/A Constr Start 07/2024

Description

Total Project Cost: \$62,500

This project will remove and replace existing cemetery road base on roads that are showing heavy use and widening roads to width designated by City maps. These roads include Middle East Ave, Center Ave and Alder Ave.

Justification

Existing dirt roads are in need of maintenance due to degraded road base and encroachment of turf.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
17,500	Construction	0	20,000	0	25,000	0	45,000	0
Total	Total	0	20,000	0	25,000	0	45,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
17,500	Revenue or Cash Reserves	0	20,000	0	25,000	0	45,000	0
Total	Total	0	20,000	0	25,000	0	45,000	Total

Project # **PRC-CP19-001**
 Project Name **Cemetery Infrastructure Improvements**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Cemetery

Account # 100-5020-452-7300 Project Code PRCI**
 Design Start N/A Constr Start 05/2019

Description

Total Project Cost: \$60,000

This project provides a biennial allocation for funding improvements to cemetery sidewalks, building, service lines, etc. at the cemetery that are necessary to maintain existing infrastructure.

Justification

Department Objective: Replace, upgrade and improve aging infrastructure within the cemetery; provide a safe environment for the public and provide a safe work environment for staff.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
20,000	Construction	20,000	0	20,000	0	0	40,000	0
Total	Total	20,000	0	20,000	0	0	40,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
20,000	Revenue or Cash Reserves	20,000	0	20,000	0	0	40,000
Total	Total	20,000	0	20,000	0	0	40,000

Project # **PRC-CP21-001**
 Project Name **Columbarium**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Cemetery

Account # 100-5020-452-7900 Project Code PRCCOL
 Design Start 12/2021 Constr Start 03/2025

Description

Total Project Cost: \$145,000

Design of Columbarium is currently being finalized, cost estimate will be presented. The columbarium will be designed as sections to allow future expansion and extend the life of the current Cemetery. This project is funded by a transfer from the Cemetery Trust Fund.

Justification

Department Objective: Replace, upgrade and improve aging infrastructure within the cemetery; provide a safe environment for the public and provide a safe work environment for staff.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
45,000	Construction	0	100,000	0	0	0	100,000	0
Total	Total	0	100,000	0	0	0	100,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
45,000	Interfund Project Support	0	0	0	0	0	0	0
	Revenue or Cash Reserves	0	100,000	0	0	0	100,000	
Total	Total	0	100,000	0	0	0	100,000	Total

Project # PRF-CP19-003
 Project Name Equipment & Infrastructure Improvements

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Facilities Manag

Account # 100-4020-419-7610 Project Code PRFI**
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$50,000

This budget will provide for replacement of various equipment and small improvement expenditures necessary to maintain the City buildings.

Justification

Department Objective: Maintenance and upkeep of City owned facilities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
10,000	Other Costs or Studies	10,000	10,000	10,000	10,000	0	40,000	0
Total	Total	10,000	10,000	10,000	10,000	0	40,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
10,000	Revenue or Cash Reserves	10,000	10,000	10,000	10,000	0	40,000	0
Total	Total	10,000	10,000	10,000	10,000	0	40,000	Total

Project # PRF-CP21-011
 Project Name City Hall MAU Repl

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Facilities Manag

Account # 100-4020-419-7900 Project Code PRFCHM
 Design Start TBD Constr Start TBD

Description

Total Project Cost: \$344,273

This project will remove and dispose of existing MAUs and install new MAUs, which include heat exchangers that utilize exhausted building air to pre-heat the 100% outside air that enters the building.

Justification

This project was bid with an energy savings element added per Council goals and both bids received were over budget. Staff is rebidding the project and will request additional funding necessary to complete it.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
344,273	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
344,273	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # PRF-CP21-012
 Project Name Annex Air Handler Repl

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Facilities Manag

Account # 100-4020-419-7900 Project Code PRFAAH
 Design Start N/A Constr Start 07/2022

Description

Total Project Cost: \$150,000

The project includes demolition and disposal of the existing air handler and installation of the new air handler and connection of all control points.

Justification

The Annex Air Handler was identified by the City's HVAC contractor as past its useful life and in disrepair.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
110,000	Construction	40,000	0	0	0	0	40,000	0
Total	Total	40,000	0	0	0	0	40,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
110,000	Revenue or Cash Reserves	40,000	0	0	0	0	40,000	0
Total	Total	40,000	0	0	0	0	40,000	Total

Project # PRF-CP21-013
 Project Name Police Air Handler Repl

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Facilities Manag

Account # 100-4020-419-7900 Project Code PRFPAH
 Design Start N/A Constr Start 07/2023

Description

Total Project Cost: \$290,000

The project includes demolition and disposal of the existing air handler and installation of the new air handler and connection of all control points.

Justification

The PD Air Handler was identified by the City's HVAC contractor as past its useful life and in disrepair.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
145,000	Construction	0	0	145,000	0	0	145,000	0
Total	Total	0	0	145,000	0	0	145,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
145,000	Revenue or Cash Reserves	0	0	145,000	0	0	145,000	0
Total	Total	0	0	145,000	0	0	145,000	Total

Project # **PRF-CP24-001**
 Project Name **City Hall HVAC TAB Repairs**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Facilities Manag

Account # 100-4020-419-7610 Project Code PRFCHH
 Design Start 07/2023 Constr Start 09/2023

Description

Total Project Cost: \$56,000

This project will provide for repairs to City Hall HVAC found through a Testing & Balancing Report conducted in the winter of FY 2023.

Justification

Department Objective: Replace, upgrade and improve aging infrastructure; provide a safe environment for the public and provide a safe work environment for staff.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	56,000	0	0	0	56,000	0
Total	Total	0	56,000	0	0	0	56,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	56,000	0	0	0	56,000	0
Total	Total	0	56,000	0	0	0	56,000	Total

Project # **PRI-CP23-001**
 Project Name **Ice & Events Center Lighting Upgrades**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Ice Arena

Account # 100-5045-451-7900 Project Code PRIELU
 Design Start N/A Constr Start 09/2022

Description

Total Project Cost: \$25,000

This project will remove the current fluorescent high bay lighting and the current Metal Halide HID parking lot lighting and replace them with new energy efficient LED lighting.

Justification

This project will result in an estimated annual savings of \$2,000. Rocky Mountain Power is also offering an incentive to the City of \$3,000 once the project is completed

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	25,000	0	0	0	0	25,000	0
Total	Total	25,000	0	0	0	0	25,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Donations or Contributions	3,000	0	0	0	0	3,000	0
	Revenue or Cash Reserves	22,000	0	0	0	0	22,000	
Total	Total	25,000	0	0	0	0	25,000	Total

Project # PRP-CP15-005
 Project Name Community Service Day Beautification Projects

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Parks

Account # 100-5015-452-7900 Project Code PRCS**
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$95,000

Parks and Recreation conducts an annual community service day to connect with the community and to help beautify the City of Laramie. This project provides the recommended budget allocation for current and future years.

Justification

Department Objective: Be an active partner in the beautification efforts throughout the City of Laramie; provide quality recreational opportunities for residents and visitors to the City of Laramie.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
45,000	Construction	0	30,000	0	20,000	0	50,000	0
Total	Total	0	30,000	0	20,000	0	50,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
45,000	Donations or Contributions	0	0	0	0	0	0	0
	Revenue or Cash Reserves	0	30,000	0	20,000	0	50,000	
Total	Total	0	30,000	0	20,000	0	50,000	Total

Project # PRP-CP18-012
 Project Name Laramie Bike Park Planning & Improvements

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Parks

Account # 100-5015-452-7900 Project Code PRPLBP
 Design Start 01/2023 Constr Start 04/2025

Description

Total Project Cost: \$235,500

This funding provides for planning and construction of a Laramie Bike Park in partnership with Laramie Bike Network. The first phase of planning has been completed. The funding proposed for FY 2023 would provide for designing a future bike park, and the FY 2025 funding would be for construction. A Land and Water Conservation Fund grant may be sought for construction.

Justification

Department Objective: Provide quality recreational opportunities for residents of and visitors to Laramie.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
10,500	Project Design/Engineering	25,000	0	0	0	0	25,000	0
	Construction	0	0	200,000	0	0	200,000	
Total	Total	25,000	0	200,000	0	0	225,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
10,500	Donations or Contributions	0	0	0	0	0	0
	Revenue or Cash Reserves	25,000	0	200,000	0	0	225,000
Total	Total	25,000	0	200,000	0	0	225,000

Project # **PRP-CP19-001**
 Project Name **Park Infrastructure Improvements**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Parks

Account # 100-5015-452-7900 Project Code PRPI**
 Design Start N/A Constr Start 05/2019

Description

Total Project Cost: \$296,579

This project provides for replacement of sidewalk, curb and gutter along all park locations and replacement of aging infrastructure as it fails. Projects are first prioritized in accordance with the 2012 ADA transition plan; additional projects are completed based on condition assessments of existing infrastructure.

Justification

Department Objective: Annually review the condition and status of all City parks and recreation facilities and support the enhancement of existing parks and recreation amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
106,479	Construction	50,000	40,100	50,000	50,000	0	190,100	0
Total	Total	50,000	40,100	50,000	50,000	0	190,100	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
106,479	Revenue or Cash Reserves	50,000	40,100	50,000	50,000	0	190,100	0
Total	Total	50,000	40,100	50,000	50,000	0	190,100	Total

Project # **PRP-CP23-001**
 Project Name **Optimist Dog Park Expansion**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Parks

Account # 100-5015-452-7900 Project Code PRPODP
 Design Start N/A Constr Start 01/2023

Description

Total Project Cost: \$30,000

This project would provide funding to increase the area of the Optimist Dog Park and would give staff the ability to do annual maintenance on the turf side without closing the whole dog park.

Justification

Department Objectives: Provide quality recreational opportunities for residents and visitors to the City of Laramie; develop infrastructure to enhance existing parks and create new recreational opportunities for residents and visitors.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	30,000	0	0	0	0	30,000	0
Total	Total	30,000	0	0	0	0	30,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	30,000	0	0	0	0	30,000	0
Total	Total	30,000	0	0	0	0	30,000	Total

Project # **PRP-CP23-002**
 Project Name **Labonte Electrical and Lighting Upgrades**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Parks

Account # 100-5015-452-7900 Project Code PRPLEL
 Design Start N/A Constr Start 08/2022

Description

Total Project Cost: \$35,000

This project provides for electrical upgrades at the Warming Hut/Shelter and changes existing skatepark lights to LED.

Justification

Department Objectives: Provide quality recreational opportunities for residents and visitors to the City of Laramie; develop infrastructure to enhance existing parks and create new recreational opportunities for residents and visitors.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	35,000	0	0	0	0	35,000	0
Total	Total	35,000	0	0	0	0	35,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	35,000	0	0	0	0	35,000	0
Total	Total	35,000	0	0	0	0	35,000	Total

Project # **PRP-CP24-001**
 Project Name **Undine Storage Building Upgrades**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Parks

Account # 100-5015-452-7900 Project Code PRPUSB
 Design Start 07/2023 Constr Start 09/2023

Description

Total Project Cost: \$40,000

This project will update the existing metal siding currently on the storage building that has begun degrading due to oxidation.

Justification

Department Objective: Replace, upgrade and improve aging infrastructure within the parks; provide a safe environment for the public and provide a safe work environment for staff.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	40,000	0	0	0	40,000	0
Total	Total	0	40,000	0	0	0	40,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	40,000	0	0	0	40,000	0
Total	Total	0	40,000	0	0	0	40,000	Total

Project # PRP-CP24-002
 Project Name Cowboy Field Outfield Fence Screen

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Parks

Account # 100-5015-452-7900 Project Code PRPOFS
 Design Start N/A Constr Start 07/2023

Description

Total Project Cost: \$1,800

The City of Laramie Parks Department is looking to purchase replacement "Batter's Eye" windscreen for Cowboy Field. The project would be financed by an ACRB grant.

Justification

The current wind screen has been slowly deteriorating over the years and has met its lifespan. The Batters Eye windscreen selected enhances safety by providing better ball visibility to the batter.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	1,800	0	0	0	1,800	0
Total	Total	0	1,800	0	0	0	1,800	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Grant	0	1,800	0	0	0	1,800	0
Total	Total	0	1,800	0	0	0	1,800	Total

Project # PRP-CP24-003
 Project Name Cowboy Field Scoreboard Replacement

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Parks

Account # 100-5015-452-7900 Project Code PRPCFS
 Design Start N/A Constr Start 07/2023

Description

Total Project Cost: \$27,968

The requested funds will be used to purchase an updated scoreboard for Cowboy Field. This project would be partially financed by an ACRB grant.

Justification

The current scoreboard has been damaged by wind, storms and rain. Additionally, the State Legion Board requires pitch count to be displayed for all conference games and the current scoreboard does not meet the standard. This improvement will allow the city to host conference games and provide an up-to-date facility to fans and athletes.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	27,968	0	0	0	27,968	0
Total	Total	0	27,968	0	0	0	27,968	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Grant	0	18,068	0	0	0	18,068	0
	Revenue or Cash Reserves	0	9,900	0	0	0	9,900	
Total	Total	0	27,968	0	0	0	27,968	Total

Project # PRP-CP24-004
 Project Name Depot Caboose Paint / Updates

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Parks

Account # 100-5015-452-7900 Project Code PRPDCU
 Design Start 07/2023 Constr Start 09/2023

Description

Total Project Cost: \$45,000

The Caboose that sits within the Heritage Depot Park train exhibit is beginning to lose paint and rust out in some locations. By maintaining the train, this project will protect assets and prolong the life of the exhibit.

Justification

Department Objective: Replace, upgrade and improve aging infrastructure within parks; provide a safe environment for the public and provide a safe work environment for staff. Protect current assets.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	45,000	0	0	0	45,000	0
Total	Total	0	45,000	0	0	0	45,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	45,000	0	0	0	45,000	0
Total	Total	0	45,000	0	0	0	45,000	Total

Project # PRQ-CP24-001
 Project Name Mosquito Shop Upgrades

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Mosquito Contro

Account # 100-5025-441-7900 Project Code PRMMSU
 Design Start 07/2023 Constr Start 09/2023

Description

Total Project Cost: \$145,000

This project will create more office space, chemical storage and equipment/vehicle space for Mosquito Control and Integrated Pest Management staff. The current space is too small and with Streets vacating the Paint Shop side, Mosquito Control will absorb the space and will need to upgrade the building for safe operations.

Justification

Department Objective: Replace, upgrade and improve aging infrastructure within parks; provide a safe environment for the public and provide a safe work environment for staff.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	145,000	0	0	0	145,000	0
Total	Total	0	145,000	0	0	0	145,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	145,000	0	0	0	145,000	0
Total	Total	0	145,000	0	0	0	145,000	Total

Project # **PRR-CP19-005**
 Project Name **Public Art Initiatives**

Department Parks & Recreation
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Parks & Rec - Recreation

Account # 100-5040-451-7900 Project Code PRRA**
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$125,000

This request is for funding to begin implementation of the strategic plan for public art. City installations are prioritized with this funding, but community installations are also possible. Sites and selection are chosen in consultation with the Laramie Public Art Coalition, given this group's unique expertise.

Justification

Department Objectives: Provide quality recreational opportunities for residents and visitors to the City of Laramie; develop infrastructure to enhance existing parks and create new recreational opportunities for residents and visitors.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
25,000	Other Costs or Studies	25,000	25,000	25,000	25,000	0	100,000	0
Total	Total	25,000	25,000	25,000	25,000	0	100,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
25,000	Revenue or Cash Reserves	25,000	25,000	25,000	25,000	0	100,000
Total	Total	25,000	25,000	25,000	25,000	0	100,000

Project # **PDA-CP23-001**
 Project Name **Police Outdoor Improvements**

Department Police
 Contact Police Chief
 Type Capital
 Useful Life
 Category Police - Administration

Account # 100-2010-421-7900 Project Code PDPSOI
 Design Start N/A Constr Start 07/2022

Description

Total Project Cost: \$228,470

This project will repair and replace fencing around the facility perimeter, install new pivot gates, complete concrete work on the east side of building, and improve the south transom wall. The project will also remove problematic trees and replace them with other landscaping.

Justification

The Police Department facility needs several upgrades to features that have reached the end of their useful life or functionality. This work is part of City-wide efforts to address deferred maintenance in aging facilities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	228,470	0	0	0	0	228,470	0
Total	Total	228,470	0	0	0	0	228,470	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	228,470	0	0	0	0	228,470	0
Total	Total	228,470	0	0	0	0	228,470	Total

Project # **PWE-CP14-001**
 Project Name **City-Wide Storm Drainage Evaluation**

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Engineering

Account # 100-4015-429-7910 Project Code ENCWSD
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$813,167

As the City-Wide Storm Drainage Master Study concludes the next phases for this project will be to start implementing the findings of the study. The City-Wide Storm Drainage Evaluation includes the re-delineation of the Spring Creek channel and this work is being reviewed by FEMA. The City-Wide Master Plan has been approved with final work being evaluated by FEMA.

Justification

The City started conducting master drainage studies several years ago, including the West Laramie Drainage Master Plan, the North Laramie Drainage Master Plan, and the South Laramie Drainage Master Plan. The City-Wide Storm Drainage Master Study will update and combine these three master plans into one overall master plan for the City. This study can then be used to look at the whole City and not just the individual sections of it. The City can then determine how the City's drainage system functions and how to best develop it.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
813,167	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
813,167	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **PWE-CP20-001**
 Project Name **City-wide Survey Point Improvements**

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Engineering

Account # 100-4015-429-7900 Project Code ENSCPI
 Design Start 03/2022 Constr Start N/A

Description

Total Project Cost: \$100,000

A consultant will be selected to survey and install survey control monuments throughout the City. The new monuments will extend the survey network currently established by the University, WYDOT, and National Geospatial-Intelligence Agency. The new installations will provide better survey control network coverage for current and future City limits. Engineers and surveyors will utilize the control network for future work and will also be ready for the datum changes in 2025.

Justification

Some sections of the City's current survey network are deteriorating. A new control network will be used to supplement, and in some areas replace, the deteriorating survey monuments for section corners throughout the City.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
100,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
100,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **PWE-CP21-010**
 Project Name **UW Traffic Study**

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Engineering

Account # 100-4015-429-7910 Project Code ENUWTS
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$0

This study will analyze and recommend improvements to traffic efficiency related to the UW Housing Project based on HB293.

Justification

In the 2020 Legislative session, \$300,000 was appropriated to the State Land and Investment Board to provide grants to the City of Laramie to conduct a traffic study related to the UW Housing project. The bill was very specific, requiring the study to take place on 9th Street between Iverson Avenue and Flint Street and 22nd Street between Grand Avenue and Willett Drive. The City will need to request a broadened area to study traffic more appropriately in regard to the UW Housing Project.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
300,000	Other Costs or Studies	0	-300,000	0	0	0	-300,000	0
Total	Total	0	-300,000	0	0	0	-300,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
300,000	Grant	0	0	0	0	0	0	0
	Revenue or Cash Reserves	0	-300,000	0	0	0	-300,000	
Total	Total	0	-300,000	0	0	0	-300,000	Total

Project # **PWE-CP21-011**
 Project Name **Stormwater Regulations & Design Manual**

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Engineering

Account # 100-4015-429-7910 Project Code ENSRDM
 Design Start 03/2022 Constr Start N/A

Description

Total Project Cost: \$356,665

As the City-Wide Storm Drainage Master Study concludes, the next phases for this project will be to start implementing the findings of the study. One phase will be writing a Drainage Criteria Manual. This manual will outline storm water requirements for development and construction within the City.

Justification

Many of the existing storm water issues within the City are a result of a lack of criteria and standards for development. This manual will create future requirements to reduce drainage issues. This document will decrease staff review time for projects as the design requirements will be defined and easy to reference.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
356,665	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
356,665	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **PWE-CP21-012**
 Project Name **Stormwater Funding Feasibility Study**

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Engineering

Account # 100-4015-429-7910 Project Code ENSWFS
 Design Start 04/2021 Constr Start N/A

Description

Total Project Cost: \$328,984

This study will explore the options of various funding strategies with specific emphasis on user-fee methodologies that will meet the City's stormwater program goals and priorities. It will also provide stormwater funding education and outreach with direct engagement with the City Council in work session to describe the compelling case for a stormwater funding source, to clarify priorities and goals for the stormwater program, to inform Council on the options to fund stormwater services and define a path forward. A second phase to this project will be to work with City Council to implement a storm water utility rate in accordance with guidelines of state statute.

Justification

City Council Goal: Explore Storm Water funding to ensure sustainability and functionality of the program

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
50,526	Other Costs or Studies	278,458	0	0	0	0	278,458	0
Total	Total	278,458	0	0	0	0	278,458	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
50,526	Revenue or Cash Reserves	278,458	0	0	0	0	278,458	0
Total	Total	278,458	0	0	0	0	278,458	Total

Project # **PWE-CP23-001**
 Project Name **Harney Street Corridor Study**

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Engineering

Account # 100-4015-429-7910 Project Code ENHSCS
 Design Start 07/01/2022 Constr Start N/A

Description

Total Project Cost: \$94,000

This traffic study is reviewing the Harney Street corridor beginning at 3rd Street and extending to 30th Street to determine existing corridor traffic conditions and develop a prioritized list of recommendations for spot improvements along the corridor that will address safety and traffic flow concerns and provide improved bicycle and pedestrian accessibility. Analysis for the study will include traffic volumes, an automobile speed evaluation, traffic capacities, crosswalks, signalized intersection operations, and sight distances for all intersections.

Justification

In 2018, the Clark Street bridge closed, and the newly constructed Snowy Range Road bridge opened to the traveling public, connecting Harney Street to Snowy Range Road, an urban principal arterial. Since the Snowy Range Road bridge has opened, there have been multiple comments, questions, and complaints from the public regarding parking, pedestrian crossings, and speed on Harney Street.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Other Costs or Studies	94,000	0	0	0	0	94,000	0
Total	Total	94,000	0	0	0	0	94,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	94,000	0	0	0	0	94,000	0
Total	Total	94,000	0	0	0	0	94,000	Total

Project # **PWE-CP23-002**
 Project Name **ArcGIS Implementation**

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Engineering

Account # 100-4015-429-7910 Project Code ENAGIS
 Design Start 05/2023 Constr Start N/A

Description

Total Project Cost: \$14,459

This project, split between three funds, will significantly expand the City's ArcGIS Enterprise capabilities. It will implement a full ArcGIS Enterprise Suite, including setup of all required servers. The project also includes setup and licensing for augmented reality.

Justification

This project will complement the implementation of the Tyler Munis Enterprise Resource Planning Software Suite by providing data to various modules within that product. The augmented reality portion of the project will allow staff to have an improved understanding of the location of utilities and other important information in the field. Proper implementation of ArcGIS Enterprise will enable greater GIS usability across the City, with remote access to City maps via City owned tablets, Utility Network functionality, security updates, and faster data load times. The professional services agreement for this work was awarded by the City Council on 4/4/23.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	14,459	0	0	0	0	14,459	0
Total	Total	14,459	0	0	0	0	14,459	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	14,459	0	0	0	0	14,459	0
Total	Total	14,459	0	0	0	0	14,459	Total

Project # **PWE-CP24-010**
 Project Name **Traffic Model Update**

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Engineering

Account # 100-4015-429-7910 Project Code ENTMU2
 Design Start 02/2024 Constr Start N/A

Description

Total Project Cost: \$200,000

This study would have analyzed and recommended improvements to traffic and street system impacts related to the UW housing project. However, recent proposed modifications to 15th Street are outside of the area authorized for study by HB293. At this time, UW is proposing no known modifications to the authorized study area.

Justification

To aid in development and design for construction projects, and the traffic safety commission, the City maintains a traffic model.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Other Costs or Studies	0	0	200,000	0	0	200,000	0
Total	Total	0	0	200,000	0	0	200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	200,000	0	0	200,000	0
Total	Total	0	0	200,000	0	0	200,000	Total

Project # PWS-CP19-004
 Project Name Storm Sewer Rehab - CIPP Lining

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Street

Account # 100-4025-431-7360 Project Code CIPP**
 Design Start 1/2021 Constr Start 05/2023

Description

Total Project Cost: \$900,000

This CIPP rehabilitation lining is coordinated with the sanitary sewer CIPP projects as it utilizes the same techniques and reduces mobilization cost for each project. Priorities for storm sewer lining are identified annually by the Street Manager. Major factors included in this prioritization include the presence of surcharging with above-normal storms, road settlement above the storm sewer line, type of pipe, and the likelihood of future upsizing. Cleaning and camera data collection completed using these funds is used to identify specific lines in an effort to maximize use of City funds. The proposed roadway sections are 9th street from Canby to Harney Street, Ord Street 9th to 11th, Fremont Street 6th to 9th, 8th Street from University to Fremont, 7th Street from University to Fremont, and 6th Street University to Fremont. Additionally, the City plans to utilize CIPP to repurpose an existing sanitary sewer main crossing under UPRR at 1st and Fetterman to convey storm water.

Justification

The Cured in Place Pipe, CIPP, project is used to improve the storm water system and increase flow in existing pipes that would benefit from rehabilitation, but not reconstruction. The CIPP project provides maintenance of various segments of storm sewer pipes without using the conventional open cut remove and replace methods.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
300,000	Construction	150,000	150,000	150,000	150,000	0	600,000	0
Total	Total	150,000	150,000	150,000	150,000	0	600,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
300,000	Revenue or Cash Reserves	150,000	150,000	150,000	150,000	0	600,000	0
Total	Total	150,000	150,000	150,000	150,000	0	600,000	Total

Project # PWS-CP22-020
 Project Name Street Oversizing

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Street

Account # 100-4025-431-7310 Project Code GFSOVS
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$749,000

This project provides for known oversizing commitments. In FY23, this includes \$48,000 for Sundance Hill and \$220,000 for Spring Creek Village. In FY24, this includes \$150,000 for Petro and \$125,000 for Indian Heights.

Justification

UDC allows developers to request oversizing reimbursements.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
173,000	Other Costs or Studies	201,000	375,000	0	0	0	576,000	0
Total	Total	201,000	375,000	0	0	0	576,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
173,000	Revenue or Cash Reserves	201,000	375,000	0	0	0	576,000	0
Total	Total	201,000	375,000	0	0	0	576,000	Total

Project # PWS-CP22-021
 Project Name Street PCI Evaluation & System Implementation

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Street

Account # 100-4025-431-7910 Project Code GFSPCI
 Design Start 03/2022 Constr Start N/A

Description

Total Project Cost: \$400,000

This project will be completed FY23 Q3, with a PCI evaluation of all city streets that includes setting up the new PCI management system, training, and software. PCI measurement will use technology to inspect the pavement versus a visual inspection while walking the street. This automated process will make the data more consistently objective, reliable, repeatable, and more accurate. Staff is requesting additional funding to combine a more extensive ADA ramp and sidewalk evaluation with the PCI study.

Justification

The City's current process of manually determining the pavement condition index (PCI) is inefficient, unreliable and the software system used to store and sort the data is outdated and unsupported. The PCI is a critical factor to evaluate when considering which roads need to be reconstructed. If it is not updated regularly the PCI becomes out of date and staff will not be able to use it to determine which roads need to be reconstructed.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
250,000	Other Costs or Studies	0	150,000	0	0	0	150,000	0
Total	Total	0	150,000	0	0	0	150,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
250,000	Revenue or Cash Reserves	0	150,000	0	0	0	150,000	0
Total	Total	0	150,000	0	0	0	150,000	Total

Project # PWS-CP24-009
 Project Name 3rd Street Corridor Beautification

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Street

Account # 100-4025-431-7320 Project Code GFS3MD
 Design Start N/A Constr Start 01/2025

Description

Total Project Cost: \$270,105

This project will construct two mid-block medians on 3rd Street in the City of Laramie with miscellaneous utility work.

Justification

Cooperative Agreement for State Project ARSCT 327.37 N232A01, Approved 6/5/2018.

Expenditures	2023	2024	2025	2026	2027	Total	Future
Project Design/Engineering	270,105	0	0	0	0	270,105	0
Total	270,105	0	0	0	0	270,105	Total

Funding Sources	2023	2024	2025	2026	2027	Total	Future
Revenue or Cash Reserves	270,105	0	0	0	0	270,105	0
Total	270,105	0	0	0	0	270,105	Total

Project # **PWS-CP24-010**
 Project Name **Street Recon - Harney**

Department Public Works
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Public Works - Street

Account # 100-4025-431-7900 Project Code
 Design Start 02/2025 Constr Start 04/2026

Description

Total Project Cost: \$1,320,000

This project is a full depth reconstruct on Harney Street from 9th to 15th street with 6" asphalt and 14" base with geo grid and fabric. This project will include spot repairs to curb, gutter, and sidewalk with ADA upgrades.

Justification

The average PCI of Harney Street between 9th Street and 15th Street is 39. This section of roadway is classified as an arterial and the roadway section should be increased to meet the traffic demands.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	120,000	0	0	120,000	0
Total	Construction	0	0	0	1,200,000	0	1,200,000	Total
	Total	0	0	120,000	1,200,000	0	1,320,000	

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	120,000	1,200,000	0	1,320,000	0
Total	Total	0	0	120,000	1,200,000	0	1,320,000	Total

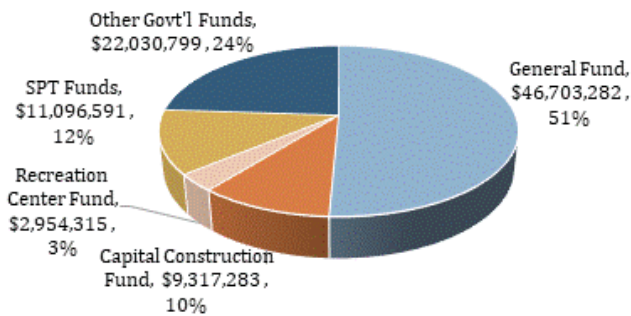
Recreation Center Fund

A Description of the Fund

The Recreation Center Fund is a special revenue fund that accounts for financial activity of the Laramie Community Recreation Center. It is a governmental activities Fund that is supported, as necessary, by the General Fund.

The Recreation Center Fund is 3% of the adjusted budget for governmental funds.

FY 2024 Adjusted Budget for Governmental Funds



The Recreation Center

In 2001, Albany County voters approved a Specific Purpose Tax referendum that included funding to construct a Recreation Center and establish a recreation operational endowment. The Laramie Community Recreation Center is a 63,000-sq. ft. center that was opened in 2004. The original Recreation Center construction included an indoor leisure pool, an 8-lane lap pool, whirlpool spa, and a seasonal outdoor pool. The non-aquatic amenities include two gymnasiums, two multi-purpose classrooms, a small meeting and conference room with a warming kitchen, a group exercise aerobics room, an indoor playground, cardio fitness equipment, an indoor walking/jogging track, a circuit weight area, and administrative offices. The Recreation Campus Expansion Project completed in 2015 provided for the addition of 7,000 square feet of building space that includes a steam room, sauna room, group exercise room, circuit weight room with area for a future bouldering wall, and a dedicated cycling room, all funded with the Specific Purpose Tax defeasance funds.

The Recreation Center and its programs are supported primarily through member-user fees, but are supplemented with grants, recreation endowment funds and a General Fund transfer. Prior to the economic impact of the pandemic, cost recovery for operations was around 70% or better, keeping the Laramie Recreation Center well above other recreation centers in Wyoming. The phrase “cost

recovery” refers to the extent that revenue generated by the Recreation Center supports its operation. Reduced facility capacity and closures have impacted cost recovery for FY 2020 – FY 2022, and these impacts are expected to continue through FY 2024, mainly in the form of increased personnel costs. Increased internal support transfers reflect this assumption. The Recreation Center has been well supported by local members and non-local visitors, and the City looks forward to continuing to implement activities and incentives that draw members and visitors back to the facility.

Division Description

The Laramie Community Recreation Center Division manages the programming and operations of Adventure Kids, Recreation Center focused youth and adult athletic programs, aquatics programs and facilities, fitness and associated planning, and customer service functions.

Division Activities

The Laramie Community Recreation Division operates programs based out of the Laramie Recreation Center. These include youth and adult sports, swim lessons, after school programs, and fitness classes. Staff also supports the P&R Department through program guide development and programmed use of other parks and athletics facilities, including reservations for individuals and user groups.

FY 2023 Accomplishments toward Council Goals

- Implemented reduced income fee structure for memberships.
- Implemented new Recreation Center Pass Structure recommended by the Strategic Performance Analysis.
- Made new passes available for purchase online.
- Instituted a more customer-service oriented approach to membership signs up and cancellation processes.

FY 2023 Accomplishments toward Management Goals

- Implemented new digital information signage in the lobby of the Recreation Center as part of the Strategic Performance Analysis.
- Introduced revised events such as Pumpkin Dunkin’ and Luau in Laradise to reinvigorate community use of the Recreation Center.
- Installed equipment in the Rec Zone (previously called the Family Friendly area) to increase recreational opportunities for youth.

Objectives for FY 2024

- Complete Phase I improvements to the Indoor Leisure Pool.
- Make further refinements to website structure.
- Implement a marketing process for the Recreation Division to improve access for the public to information and programs.
- Implement an Aquatics Leadership program as part of an effort to train and retain aquatics staff.

Recreation Center Fund Financial Position

Financial position in this Fund is reviewed differently than in the General Fund. Review focuses on the percent of cost recovery – the extent to which revenues generated by operations support the expenditures of the Fund.

The Recreation Center has historically operated between a 75-80% cost recovery rate for operations and minor capital investment (around \$50,000 of capital maintenance per year). Cost recovery is important because the General Fund must fill gaps between what the facility can generate in revenue and the operating costs. Increased spending on the Recreation Center support transfer reduces available resources in the General Fund, which already experiences limited financial resources due to both its revenue profile and the sheer breadth of the services it provides.

The City recognizes that it must address deferred capital maintenance in the Recreation Center and invest in new user features that keep the facility interesting and result in higher patron usage. The budget, as well as the 2018 SPT tax ballot, reflects this priority. To address deferred maintenance, the City expects interfund support transfers to increase to address capital needs.

Based on the efforts of staff, revenue is expected to exceed the \$1.0 million mark in FY 2023 for the first time since FY 2019. This return to normal in revenue is welcome, as the General Fund has been subsidizing pandemic impacts in both decreasing revenue and increased staffing costs.

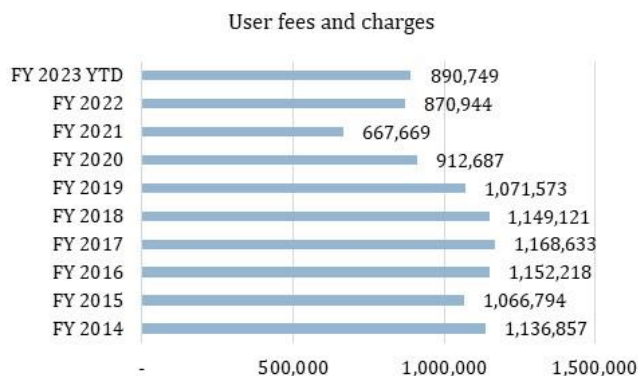
From the City’s perspective, it is important that the Recreation Center incrementally return to a 70-80% cost recovery rate for facility operations excluding major capital investment. For the current biennium, the City will need to continue providing an enhanced support transfer. However, based on revenue recovery, requirements are \$250,000 less than originally forecasted in FY 2024.

An historical summary of the General Fund support transfer is included below.

Fiscal Year	General Fund Transfer
2018	\$211,645
2019	\$400,000
2020	\$300,000
2021	\$1,500,000
2022	\$1,300,000
2023	\$1,100,000
2024 Adopted	\$1,250,000
2024 Adjusted	\$1,000,000

Assuming that \$600,000 is the maximum General Fund transfer that would have formerly been necessary with higher capital investment, since 2021 the City has invested an additional \$2.5 million in the Recreation Center compared its normal budgeted transfers.

The City was able to make this additional \$2.5 million investment in the Recreation Center due to receipts of federal pandemic aid, but it cannot continue to do so in the long run without impacting the delivery of other government services in the General Fund. Staff are happy to report that revenue is now at full recovery; expenditures will be evaluated in the next phase of work.



Since the pandemic began, externally generated revenue has been an area of concern for City staff, given the pandemic’s impacts on recreation facilities. In the six years leading up to the pandemic, externally generated revenue averaged \$1.1 million per year. Between FY 2020 and FY 2022, average external revenue dropped to \$0.8 million.

Fund Balance Reserves

The Rec Center’s available reserves comply with the policy to retain three to six months of expenditures in reserve, except for FY 2020. Less than one month of unassigned fund balance was available as of 6/30/2020 due to pandemic conditions.

	Assigned Fund Balance	Nonspendable, Restricted, and Committed Fund Balance	Months in Unassigned Reserve
FY 2018	601,747	2,691,005	3.2 months
FY 2019	465,934	2,680,703	3.0 months
FY 2020	27,554	2,761,177	<1 month
FY 2021	592,290	2,732,942	3.7 months
FY 2022	1,097,643	2,388,729	5.7 months

FY 2022 Summary & FY 2023 Projections

FY 2022 Summary

Externally generated revenue made significant progress toward recovery in FY 2022, growing 30% from the low in FY 2021.

Despite staffing challenges, growth in operating expenses was held to 7% in FY 2022. Personnel expenses experienced about a 5% growth rate, while other operating costs experienced the sharpest inflationary growth. Utility increases have impacted Recreation Center expenditures significantly, with natural gas rising 56% from the prior year. Capital expenditures grew by about \$250,000 due to deferred maintenance, which was planned.

In total, ending financial position in the Recreation Center was better than expected in FY 2022, due largely to revenue recovery and continued community usage of the facility.

FY 2023 Projections

Staffing has remained a challenge for the current year. In the prior year, recreation staff worked closely with Human Resources and the City Manager to develop a new compensation structure for some part-time employees to help with recruitment and retention. Additionally, the City Council approved two additional benefited position through FY 2024 to assist in the aquatics function and return the function to full service. The pool is a differentiating factor for the City facility, as no other location in town has this amenity. Given these reasons, costs of staffing are expected to grow in the current biennium compared to prior years. Expenditures to date are slightly above target in personnel costs. Performance in other categories is in line with budgetary targets.

Through March, admissions revenue totals around \$746,000, compared to \$466,000 in March of the prior year. This revenue recovery brings the City to a base that exceeds the peak of FY 2017. The work of the City team managing the revenue recovery and the support of the community for this facility are commendable. The City expects admissions revenue to exceed \$900,000 for FY 2023.

Budget Summary

The budget summary provides an overview of how the City will balance its budget. The gap between forecasted revenue and appropriations is covered by reserves. Fund reserves are primarily used to balance non-recurring expenditures, like capital or one-time appropriations. The Administrative Services (AS) Director and Chief Operating Officer (COO) forecast available reserves yearly, and the City Manager reduces expenditures that exceed forecasted revenue and available reserves until the budget is in balance. When forecasting reserves, the AS Director and COO ensure that minimum reserve requirements remain intact.

FY 2024 Adjusted Budget Summary

Forecasted Revenue	\$1,420,500
General Fund Transfer	1,000,000
Available Reserves	<u>533,815</u>
Total Available Resources	2,954,315
Budgeted Expenditures	(2,954,315)
Projected Increase (Decrease) in Fund Reserves	\$-

Forecasted Recreation Center Fund Revenue

The table below presents actual revenue for two years, year-to-date totals for FY 2023, and the forecasted and adjusted revenue for the biennium.

	FY 2021 Actuals	FY 2022 Actuals	FY2023 YTD Actuals 4/1/23	FY 2023 Forecast	FY 2024 Forecast	FY 2024 Adjustments	FY 2024 Adjusted Forecast
Intergovernmental Revenue							
Recreation Mill	\$ 248,500	\$ 250,000	\$ 20,000	\$ 195,000	\$ 195,000	\$ 40,000	\$ 235,000
Other Contributions	81	-	4,568	5,182	500	4,682	5,182
Other Intergovernmental	36,087	-	-	-	-	-	-
Total Intergovernmental & Contrib	284,668	250,000	24,568	200,182	195,500	44,682	240,182
Charges for Service							
Aquatics	22,244	40,987	31,315	35,000	35,000	5,000	40,000
Rentals	5,437	15,883	16,870	20,000	20,000	-	20,000
Concessions	4,466	10,327	14,697	13,000	13,000	-	13,000
Programs	10,517	11,196	17,740	10,000	10,000	5,000	15,000
Merchandise	4,615	4,949	6,179	4,000	4,000	1,000	5,000
Admissions	501,328	668,005	732,484	595,000	645,000	250,000	895,000
Adventure Kids	119,097	119,597	71,464	120,000	120,000	(10,000)	110,000
Other	(35)	-	-	-	-	-	-
Total Charges for Service	667,669	870,944	890,749	797,000	847,000	251,000	1,098,000
Other							
Miscellaneous	3,730	8,686	7,336	3,000	3,000	2,000	5,000
Interest & Gain/Loss	6,053	5,304	1,179	6,000	6,000	76,000	82,000
Capital Project Transfer	-	-	-	-	-	-	-
General Fund Support Transfer	1,500,000	1,357,602	825,000	1,100,000	1,250,000	(250,000)	1,000,000
Total Other	1,509,783	1,371,592	833,515	1,109,000	1,259,000	(172,000)	1,087,000
Total Recreation Center Fund Revenue	\$ 2,462,120	\$ 2,492,536	\$ 1,748,832	\$ 2,106,182	\$ 2,301,500	\$ 123,682	\$ 2,425,182

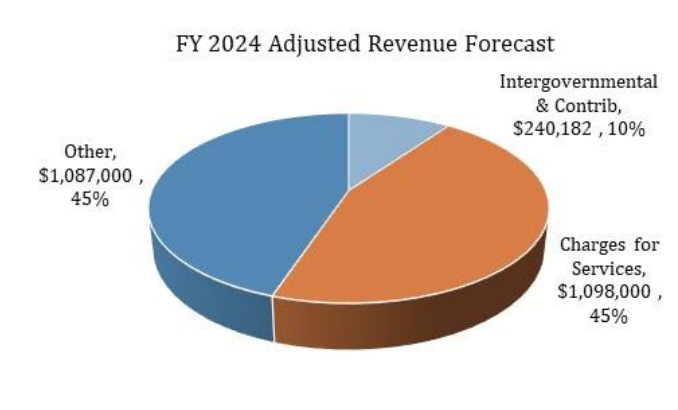
Capital Project-related Revenue

The table below lists one-time revenue sources specifically allocated to capital projects.

Project Description	FY 2023 TTD Revenue Budget	Received to Date	FY 2023 TTD Rebudget	FY 2024 Forecast	FY 2024 Adjustments	FY 2024 Adjusted
<i>Pool Boiler Replacement</i>						
ACRB	35,000	(35,000)	-	-	-	-
<i>Family Friendly Workout Area</i>						
ACRB	40,000	(40,000)	-	-	-	-
<i>Lighting Upgrades</i>						
Rocky Mountain Power	4,682	-	4,682			-
<i>Indoor Leisure Pool Filter</i>						
ACRB	-	-		-	40,000	-
Rec Center Fund Total Capital Revenue	\$ 79,682	\$ (75,000)	\$ 4,682	\$ -	\$ 40,000	\$ -

Profile of Revenue Forecast

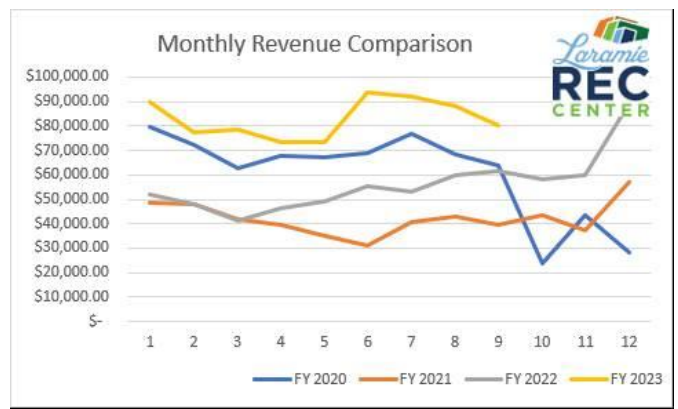
The composition of the adjusted Recreation Center Fund revenue forecast is presented below:



Several revenue adjustments were necessary in FY 2024. Notably, due to strong revenue performance, admissions revenue was adjusted upward by \$250,000, while the General Fund support transfer was adjusted downward by the same amount. Recreation mill levy grant revenue grew by \$40,000 due to revised project support, and interest on the endowment was adjusted to 4% based on the current market.



The chart below compares Recreation Center monthly revenue trends for the past four years. As you can see, FY 2023 revenue to date has rebounded to a normal level.



Budgeted Expenditures

Budgeted expenditures are the result of several months of strategic planning with departmental directors. Personnel, operating, and capital expenditures are proposed and evaluated by the City Manager for alignment with management’s and City Council’s priority. This process results in the Manager’s budget recommendation.

Overview of the FY 2024 Supplemental Budget

The City Council’s goals are a major consideration in the development of the budget, as are operational objectives advocated for by the City’s leadership team. For the Recreation Center, a major goal has been a return to normal in the costs associated with and revenue generated by operations.

The capital plan received a thorough review during the biennium planning cycle. Details on the capital plan can be found in the Capital Investment and Construction Plan for FY 2023 – FY 2024 and in this document.

The City Manager set several parameters to limit supplemental budget requests in FY 2024. Directors were asked to consider only the following matters when developing requests so that the City could reserve as much funding as possible for compensation analysis and staffing study implementation:

- Operating amendments for police services and human resources due to new Chief and Director priorities
- Required inflationary increases for operating and existing capital projects
- Amendments related to major changes in Council goals or management objectives

2022 City Council Goals related to Recreation Center Fund Operations

The budget appropriates funds to accomplish progress toward current year Council goals, as described next.

Goal C, Milestone #2: Make Sustainable Modifications to Compensation that will Strengthen City’s Ability to Recruit and Retain Highly Qualified Staff Members and Complete Staffing and Compensation Analysis.

Goal D, Milestone #3: Continue expansion of green belt, park, and recreation amenities.

2023 City Council Goals related to Recreation Fund Operations

2023 policy goals for Recreation Center Fund operations are included below. Unless specifically addressed in a supplemental budget request, the City Manager expects that existing appropriations will be sufficient to cover stated Council goals.

Goal No. 1 – Infrastructure Planning & Investment

Milestone A: Prioritize planning and construction and reconstruction of public amenities, facilities, and rights-of-way to maximize safe access for persons of all abilities and ages.

Goal No. 3 – City Services and Resident Engagement

Milestone B: Continue migration to a new Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.

Milestone D: Establish a municipal volunteer program and consider smart phone apps and other means for making volunteerism with the city easier.



Summary of the Personnel Budget and Recreation Center Fund Full Time Equivalent (FTE) Positions

The Personnel Budget

Personnel expenditures are a major expense for the City. These types of expenditures include the cost of salaries, benefits, overtime, and taxes for employees. The personnel budget is composed of benefited FTE positions, dollar amount allocations for non-benefited employees, and the related tax and benefit costs. Departments are not authorized to hire additional benefited staff members without recommendation by the City Manager and approval by the City Council. However, departments are authorized to hire as many non-benefited staff as they choose – providing they do not exceed the dollar amount of their budget allocation for non-benefited personnel costs. Departments like Parks and Recreation rely heavily on non-benefited personnel to deliver essential services.

The amounts budgeted for personnel costs are centrally budgeted by finance staff based on current authorized FTEs, base budget allocations for non-benefited employees, and current benefit and tax rates.

Recreation Center Fund Authorized FTEs

In April 2022, the City Council approved a temporary authorization for two additional benefited employees in the aquatics function to assist in recovery efforts. These position authorizations will be reassessed during the coming biennium.



Department	FY 2022	FY 2023	FY 2024 Adopted	FY 2024 Adjusted
Recreation Center	13.5	13.5	13.5	13.5
Total	13.5	13.5	13.5	13.5*

Recreation Center Fund Budgeted Expenditures

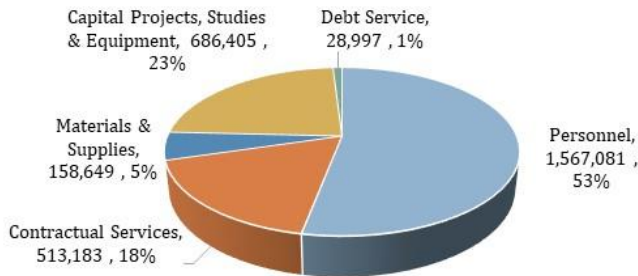
The table below presents actual results for fiscal years 2021, 2022, and 2023 to-date, as well as the FY 2023 budget, as amended to date, and the adopted and adjusted FY 2024 budgets. Division-level budget detail is provided in subsequent sections.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Personnel	\$ 1,293,888	\$ 1,353,068	\$ 1,188,574	\$ 1,500,176	\$ 1,497,081	\$ -	\$ 1,497,081
Contractual Services	358,362	386,918	318,115	519,383	473,883	39,300	513,183
Materials & Supplies	100,607	140,978	107,659	158,649	158,649	-	158,649
Capital Projects, Studies & Equipment	152,544	406,022	143,520	703,987	453,250	233,155	686,405
Debt Service	28,611	28,997	14,499	28,997	28,997	-	28,997
<i>Reserve for Compensation Plan & Staffing Study Implementation</i>	-	-	-	-	-	70,000	70,000
Total Recreation Center Fund	\$ 1,934,012	\$ 2,315,983	\$ 1,772,367	\$ 2,911,192	\$ 2,611,860	\$ 342,455	\$ 2,954,315

Expenditures by Type

The composition of the Rec Center adjusted expenditure budget for the FY 2024 is presented below.

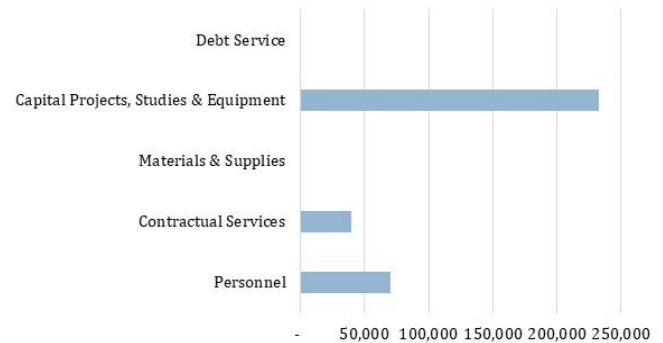
FY 2024 Adjusted Budgeted Expenditures



Like the General Fund, personnel-related expenditures comprise the highest budget percentage. Capital and equipment have also been a large portion of the budget in the past four years, due to major facility maintenance items. As a twenty-year old facility, the Recreation Center is beginning to see its first replacements of major maintenance items, like the roof top units.

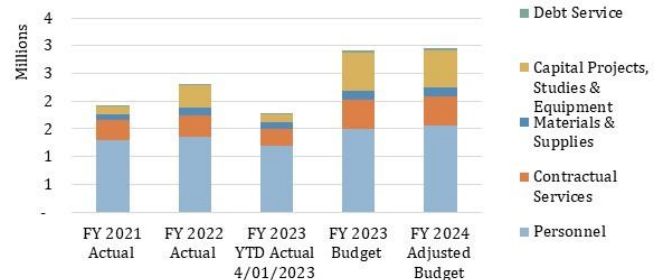
The chart below illustrates adjustments to FY 2024 by type. The largest portion of the Recreation Center’s adjustment is for rebudgets of capital expenditures.

FY 2024 Recommended Adjustments



The chart below illustrates trends in the last three years of actuals, as well as the FY 2023 and FY 2024 adjusted budgets.

Actual and Budget Trends by Expenditure Type



Supplementals for FY 2024

The section contains detail for supplemental funding requests that are not capital related.

Operating Supplementals

This table summarizes the supplementals for Recreation Center Fund operating expenditures.

Division	Request Title	Description	Justification	FY 2024 Suppl.	Ongoing or One-time
Recreation Center	Software	This request supports the purchase of new EPact software which streamlines the registration process for families and protects data from potential exposure. This expenditure may be offset by revenue from Adventure Kids fees.	The software is HIPAA compliant and more user friendly than the existing system.	\$ 2,500	Ongoing
Recreation Center	Website Improvements	This rebudget request supports improvements to the Parks & Recreations website, including photography of facilities and programs.	These improvements were recommended in the Facility Performance Analysis and were approved for FY 2023, but have been delayed.	15,000	One-time (Rebudget)
Recreation Center Operating Supplementals				\$ 17,500	

Centrally Budgeted Adjustments

This table details centrally forecasted budget adjustments for Recreation Center Fund operations.

Division	Reason for Budget Adjustment	FY 2024 Supplemental	Onetime or Ongoing
Credit Card Fees Adjustments			
Recreation Center	This account may exceed its current FY 2024 appropriations due to an increased volume of credit card transactions.	3,600	Ongoing
Natural Gas Adjustments			
Recreation Center	This account may exceed its current FY 2024 appropriations due to forecasted inflation.	18,200	Ongoing
Total Centrally Budgeted Adjustments		\$ 21,800	

Capital Projects, Equipment, and Fleet Budgets

Equipment Schedule

The four-year schedule for routine equipment is detailed below. Descriptions for each item are presented after the summary table.

Equipment Reference	FY 2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted Amount	FY 2025	FY 2026	Equipment Total
Cardio Equipment Replacement	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ 40,000
Pool Lap Lanes / Lane Reel Wheels	-	-	-	-	-	5,000	-	5,000
Wyolink Replacement Radios	3,000	-	5,000	-	5,000	-	-	5,000
Facilities Equipment Replacement	5,750	-	5,750	-	5,750	11,500	11,500	28,750
Pool Blanket Replacement	35,000	35,000	-	-	35,000	-	-	35,000
General Equipment Replacement	12,500	-	12,500	-	12,500	25,000	-	37,500
Chemical Drum Pump Replacement	4,500	-	-	-	-	4,500	-	4,500
Pool Scoreboard Replacement	-	-	15,000	-	15,000	-	-	15,000
Fitness Studio Sound System Replacement	7,500	7,500	-	-	7,500	-	-	7,500
RC Generator Repair, Auto Operations	18,000	18,000	-	-	18,000	-	-	18,000
Tool Cat Broom Attachment	-	-	-	8,750	8,750	-	-	8,750
Rec Center Fund Total Equipment	\$ 106,250	\$ 80,500	\$ 38,250	\$ 8,750	\$ 127,500	\$ 66,000	\$ 11,500	\$ 205,000

Equipment Descriptions

Cardio equipment replacement

Ongoing replacement of cardio equipment with possible ACRB funding.

Pool Lap Lanes

Purchase of pool lap lanes for the Recreation center funded primarily with an ACRB grant.

Wyolink replacement radios

Wyolink radio system is aging and repairs to existing radios are becoming difficult due to outdated radios, bases, and equipment.

Facilities equipment replacement

Ongoing replacement of vacuum cleaners, i-mops, floor scrubbers, and similar items used at the Rec Center.

Pool blanket replacement

Replacement of worn aging equipment with equipment that promotes energy efficiency.

General equipment replacement

Ongoing replacement of general equipment, including appliances, blowers, pumps, and similar items.

Chemical drum pump replacement

Utilized for chemical transfer related to pool operations. Replacement of aging equipment.

Pool Scoreboard Replacement

Purchase and installation of a new pool scoreboard for the 8-lane pool.

Fitness Studio Sound System Replacement

Replacement of sound system in studio.

Generator Repair

This funding repairs an existing generator that failed in the current year.

Tool Cat Broom Attachment

Broom attachment for the tool-cat in order to clear snow down to surface as well as clean sidewalks and gutters at the Rec Renter and I&E Center

Capital Projects Summary

The table below summarizes the capital project adjustments for FY 2024, as well as the current schedule for FYs 2025 and 2026 and project budgets to date. [In the electronic document, click on the project name to access project detail.](#)

Project Description	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025	FY 2026	Total Project Funding (All Years)
Pool Natatorium RTU Repl	\$ 350,000	\$ (326,795)	\$ 23,205	\$ 350,000	\$ -	\$ 373,205	\$ -	\$ -	\$ 700,000
FF Workout Area	95,000	(81,259)	13,741	-	-	13,741	-	-	95,000
Building RTU Repl	50,000	(40,141)	9,859	50,000	-	59,859	50,000	50,000	200,000
Lighting Upgrades	37,100	-	37,100	-	-	37,100	-	-	37,100
Fitness Studio and Multi-Purpose Room Updates	15,000	(19,884)	-	15,000	-	15,000	15,000	15,000	60,000
Indoor Leisure Pool Filter	-	-	-	-	60,000	60,000	-	-	60,000
Recreation Center Fund Total	\$ 547,100	\$ (468,079)	\$ 83,905	\$ 415,000	\$ 60,000	\$ 558,905	\$ 65,000	\$ 65,000	\$ 1,152,100

Capital Project Detail

Detail for the listed capital projects can be found in the pages that follow.



Project # RCR-CP21-011
 Project Name Pool Natatorium RTU Repl

Department Recreation Center
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Recreation Center

Account # 130-1310-451-7900 Project Code PRNRNR
 Design Start N/A Constr Start 05/2022

Description

Total Project Cost: \$700,000

This project would include the replacement of the leisure pool roof top unit (RTU) in 2021 and the 8-lane pool RTU in 2024, in association with Honeywell energy efficiency improvements. Additional funding was recommended in FY 2022, as initial bids for replacement exceeded the original budget estimate.

Justification

The pool natatorium roof top units are at the end of their expected life and are showing signs of deterioration due to the caustic environment. The City's contracted HVAC company has recommended their replacement as soon as possible.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
350,000	Construction	0	350,000	0	0	0	350,000	0
Total	Total	0	350,000	0	0	0	350,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
350,000	Revenue or Cash Reserves	0	350,000	0	0	0	350,000	0
Total	Total	0	350,000	0	0	0	350,000	Total

Project # RCR-CP22-010
 Project Name FF Workout Area

Department Recreation Center
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Recreation Center

Account # 130-1310-451-7900 Project Code PRFFFW
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$95,000

This project would provide a family friendly workout area. This area would be used by all ages in an attempt to provide activities for children under 12 years of age in the facility. Funding of \$40,000 has been provided through the FY22 ACRB process.

Justification

This project is in response to the loss of the highly under-utilized indoor playground and will give the Recreation Center greater appeal to families.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
60,000	Construction	35,000	0	0	0	0	35,000	0
Total	Total	35,000	0	0	0	0	35,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
60,000	Grant	0	0	0	0	0	0	0
	Revenue or Cash Reserves	35,000	0	0	0	0	35,000	
Total	Total	35,000	0	0	0	0	35,000	Total

Project # RCR-CP23-010
 Project Name Building RTU Repl

Department Recreation Center
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Recreation Center

Account # 130-1310-451-7900 Project Code PRRRTU
 Design Start N/A Constr Start 05/2023

Description

Total Project Cost: \$200,000

This project would include the replacement of three roof top units (RTU) each year during the FY 2023 and 2024 biennium, in association with Honeywell energy efficiency improvements.

Justification

The Recreation Center has 6 roof top units that are at the end of their expected life. The City's contracted HVAC company has recommended their replacement within the next three years.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	50,000	50,000	50,000	50,000	0	200,000	0
Total	Total	50,000	50,000	50,000	50,000	0	200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	50,000	50,000	50,000	50,000	0	200,000	0
Total	Total	50,000	50,000	50,000	50,000	0	200,000	Total

Project # RCR-CP23-011
 Project Name Rec Center Lighting Upgrades

Department Recreation Center
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Recreation Center

Account # 130-1310-451-7900 Project Code PRRLUP
 Design Start N/A Constr Start 07/2022

Description

Total Project Cost: \$37,100

This project would include the replacement of 26 high bay lights in the pool natatoriums, 18 high bay lights in the gym, and 57 parking lot light heads with LED heads.

Justification

These new LED lights are expected to result in an annual electricity savings of around \$3,300. Rocky Mountain Power is also offering an incentive to the City of \$4,682 once the project is completed.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	37,100	0	0	0	0	37,100	0
Total	Total	37,100	0	0	0	0	37,100	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Donations or Contributions	4,682	0	0	0	0	4,682	0
	Revenue or Cash Reserves	32,418	0	0	0	0	32,418	
Total	Total	37,100	0	0	0	0	37,100	Total

Project # **RCR-CP23-012**
 Project Name **Fitness Studio and Multi-Purpose Room Updates**

Department Recreation Center
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Recreation Center

Account # 130-1310-451-7900 Project Code PRRFRU
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$64,884

This project will update lighting to new energy efficient LED fixtures as well as update paint and surface finishes.

Justification

The existing lighting is older technology that can be upgraded to improve both energy efficiency and the appearance of the light. Multi-Purpose room updates were recommended in a Facility Performance Analysis performed by Barker Rinker Seacat Architecture to continue to offer these as spaces appealing to the public for rentals and activities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	19,884	15,000	15,000	15,000	0	64,884	0
Total	Total	19,884	15,000	15,000	15,000	0	64,884	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	19,884	15,000	15,000	15,000	0	64,884	0
Total	Total	19,884	15,000	15,000	15,000	0	64,884	Total

Project # **RCR-CP24-002**
 Project Name **Indoor Leisure Pool Filter**

Department Recreation Center
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Recreation Center

Account # 130-1310-451-7900 Project Code PRRLPF
 Design Start N/A Constr Start 09/2023

Description

Total Project Cost: \$60,000

This project will replace filters that have been in service since the Recreation Center opened in 2004.

Justification

The current two filters are showing signs of failure including passing of sand and fiberglass through the filters into plumbing, pumps, and potentially the boiler.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	60,000	0	0	0	60,000	0
Total	Total	0	60,000	0	0	0	60,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Grant	0	40,000	0	0	0	40,000	0
	Revenue or Cash Reserves	0	20,000	0	0	0	20,000	
Total	Total	0	60,000	0	0	0	60,000	Total

Capital Construction Fund

Multi-year governmental Fund capital projects are typically accounted for in the City's Capital Construction Fund. These projects normally have significant financial support in the form of project grants and loans or involve resources from multiple City Funds. This Fund does not house any operating activity, which means that its financial resources must come from external support (whether through transfers from other Funds or through intergovernmental project revenue). Activity for this fund is discussed in detail in the Capital Construction and Investment Plan. Only summary tables are presented in this publication.

Capital Construction Fund Expenditures

Capital Project Summary

The table below summarizes the capital project adjustments for FY 2024, as well as the current schedule for FYs 2025 and 2026 and project budgets to date. [In the electronic document, click on the project name to access project detail.](#)

Project Description	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025	FY 2026	Total Project Funding (All Years)
Administrative Services									
City-wide ERP Upgrade	\$ 2,074,300	\$ (358,922)	\$ 1,715,378	\$ -	\$ -	\$ 1,715,378	\$ -	\$ -	\$ 2,074,300
Capital Project Mgmt & Budgeting Software	-	-	-	-	-	-	200,000	-	200,000
Administrative Services Total	2,074,300	(358,922)	1,715,378	-	-	1,715,378	200,000	-	2,274,300
Fire									
Station One Dorm Remodel	500,000	-	500,000	-	-	500,000	-	-	500,000
Fire Total	500,000	-	500,000	-	-	500,000	-	-	500,000
Parks and Recreation									
Cirrus Sky Tech Park Trail Amenities	93,981	(25,038)	68,943	-	-	68,943	-	-	93,981
Parks and Recreation Total	93,981	(25,038)	68,943	-	-	68,943	-	-	93,981
Public Works									
Municipal Operations Center - N. Campus	21,510,371	(21,341,409)	168,962	-	-	168,962	-	-	21,510,371
Reserve for Harney St Enhancements	555,644	(90,178)	465,466	-	-	465,466	-	-	555,644
Spring Creek Gabion/Riprap	188,391	(44,260)	144,131	-	-	144,131	-	-	188,391
USAC Street Project (Corthell & Bill Nye)	2,804,204	(58,844)	2,745,360	700,000	-	3,445,360	700,000	-	4,204,204
Street/Storm Reconstruction - Venture Dr	475,307	(104,417)	370,890	-	-	370,890	-	-	475,307
Street & Storm Rehab - C line Ph 2	30,000	(18,159)	11,841	200,000	-	211,841	-	-	230,000
Bill Nye and 3rd St Traffic Signal	450,000	(89,983)	360,017	-	-	360,017	-	-	450,000
City - Wide Aerial Update	-	-	-	300,000	-	300,000	-	-	300,000
Street Reconstruction - Chip Seal	754,000	(441,829)	312,171	300,000	-	612,171	300,000	300,000	1,654,000
Project Management Document Updates	150,000	-	150,000	-	-	150,000	-	-	150,000
Street Reconstruction - Willett Drive	87,600	-	87,600	-	-	87,600	1,060,000	-	1,147,600
Concrete Improvement Program	200,000	(108,476)	91,524	100,000	-	191,524	100,000	100,000	500,000
Street Rehabilitation - Alta Vista	485,000	-	485,000	-	(485,000)	-	-	-	-
Street Recon. - Pierce/Curtis Inter.	-	-	-	40,000	-	40,000	445,000	-	485,000
Street Rehab - Beaufort Street 7th to 9th	-	-	-	-	485,000	485,000	-	-	485,000
Street Rehab - Joanna Bruner	-	-	-	-	-	-	780,000	-	780,000
Public Works Total	27,690,517	(22,297,555)	5,392,962	1,640,000	-	7,032,962	3,385,000	400,000	33,115,517
Fund Total	\$ 30,358,798	\$ (22,681,515)	\$ 7,677,283	\$ 1,640,000	\$ -	\$ 9,317,283	\$ 3,585,000	\$ 400,000	\$ 35,983,798

Capital Project Revenue Summary

The forecasted revenue consists primarily of transfers to support specific capital projects. Each project-specific transfer only supports construction that benefits the Fund from which it was received. Unused funding is either returned to the contributing Fund or reallocated to a new project that serves the purpose of the contributing Fund.

Project	Specific Revenue Sources	FY 2023 TTD Revenue Budget	Received to Date	FY 2023 TTD Rebudget	FY 2024 Forecast	FY 2024 Adjustments	FY 2024 Adjusted
City-wide ERP Upgrade	General Fund Transfer	\$ 1,037,150	\$ -	1,037,150	-	-	\$ 1,037,150
	Water Fund Transfer	518,574	-	518,574	-	-	518,574
	Wastewater Fund Transfer	259,288	-	259,288	-	-	259,288
	Solid Waste Fund Transfer	259,288	-	259,288	-	-	259,288
General Capital Reserve	General Fund Transfer	500,000	(375,000)	-	500,000	1,000,000	1,500,000
Station 1 Dorm Remodel	Mineral Royalty Grant	-	-	-	-	250,000	250,000
3rd & Bill Nye Traffic Control	Developer contributions	157,500	-	157,500	-	-	157,500
Municipal Operations Center - North Campus	SLIB Consensus (Iverson St Transfer)	975,000	(975,000)	-	-	-	-
	General Fund Transfer	305,680	(305,680)	-	-	-	-
	General Fund Loan	3,000,000	(3,000,000)	-	-	-	-
	Building Authority Lease - Solid Waste	2,000,000	(2,000,000)	-	-	-	-
	Water Fund Transfer	6,654,561	(6,654,561)	-	-	-	-
	Wastewater Fund Transfer	4,290,915	(4,290,915)	-	-	-	-
	Solid Waste Fund Transfer	4,284,215	(4,284,215)	-	-	-	-
USAC Street Project (Corthell)	2002 SPT Fund Transfer	280,339	(280,339)	-	-	-	-
	2010 SPT Fund Transfer	206,738	(206,738)	-	-	-	-
City-wide Aerial Update	General Fund Transfer	-	-	-	100,000	-	100,000
	Water Fund Transfer	-	-	-	100,000	-	100,000
	Wastewater Fund Transfer	-	-	-	100,000	-	100,000
Project Management Document	General Fund Transfer	30,000	-	30,000	-	-	30,000
	Water Fund Transfer	60,000	-	60,000	-	-	60,000
	Wastewater Fund Transfer	60,000	-	60,000	-	-	60,000
Capital Construction Fund Revenue		\$ 24,879,248	\$(22,372,448)	\$ 2,381,800	\$ 800,000	\$ 1,250,000	\$ 4,431,800

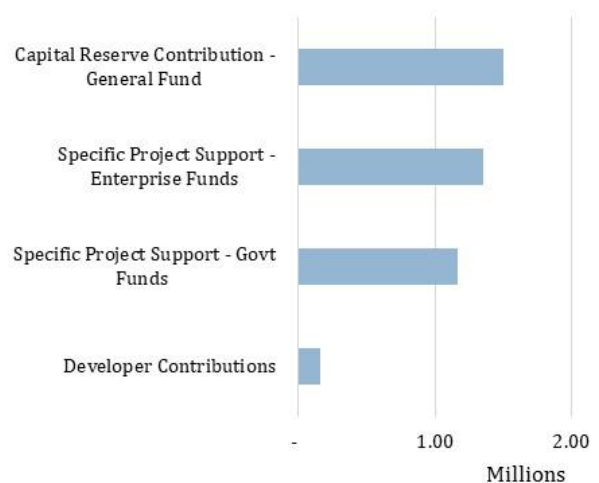
Much of the FY 2024 adjustment is for street and storm drainage projects (69%). Technology and facility improvements are the next largest types at 18% and 7% respectively.

Specific project support makes up most of the adjusted revenue. City staff plan to apply for MRG funding for the station 1 dorm remodel. There is also a \$1.0 million adjustment in the transfer for future capital reserves based on forecasted needs and inflationary pressure.

FY 2024 Adjusted Projects by Type



FY 2024 Adjusted Revenue by Type



Project # MCD-CP19-001
 Project Name City-wide ERP Upgrade

Department Major Capital Projects
 Contact Chief Operating Officer
 Type Capital
 Useful Life
 Category Major Capital Projects - Admin

Account # 300-3310-410-7640 Project Code CCCERP
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$2,074,300

The City is partnering with Koa Hills Consulting and Tyler Technologies to implement Munis as the City's new ERP solution. The Council awarded this contract in December 2021 after nearly two years of planning and preparation. The first two phases of this project include multiple finance (Accounting, Capital Assets, Contracts, Project & Grants, p-cards Inventory, purchasing, budgeting, AR, AP) and community modules. The finance implementation target is early 2024. Later phases include Human Resources and Payroll and Utility Billing. The City expects this project to span at least 5 years from inception. Budgeted costs include implementation, project management, consulting services, product purchase, data conversion, and training.

Justification

To identify, seek and maintain a standard integrated software system which enhances City-wide productivity, creates efficiencies, allows better reporting, improves customer service, and provides transparency that leads to overall understanding of the City's financial health and stability. Funded as a City-wide project, with \$1,037,150 from the General Fund (50%), \$518,574 from the Water Fund (25%), \$259,288 from the Wastewater Fund (12.5%), and \$259,288 from the Solid Waste Fund (12.5%).

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
2,074,300	Software	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
2,074,300	Interfund Project Support	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # MCD-CP20-010
 Project Name Capital Project Management & Budgeting Software

Department Major Capital Projects
 Contact Chief Operating Officer
 Type Capital
 Useful Life
 Category Major Capital Projects - Admin

Account # 300-3310-410-7640 Project Code
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$200,000

The City's current capital project management software has been in use since 2011. While this software has met basic needs, it has functionality limitations impeding efficiency in the project management process, and it has no capital budgeting feature. With increased capital development in the next ten year period, the Finance and Engineering divisions recommend implementing a capital management product that is robust and promotes process efficiency in both project management and budgeting. This project cannot be implemented until ERP financials are in place and the City determines if the new ERP solution has sufficient functionality to address this need.

Justification

The City is following best practice recommendations for its upcoming Enterprise Resource Planning (ERP) software implementation, including the advance mapping and redesign of business processes. Capital project management software is not typically part of an ERP package, so this product will need to be acquired and implemented separately.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Software	0	0	200,000	0	0	200,000	0
Total	Total	0	0	200,000	0	0	200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	200,000	0	0	200,000	0
Total	Total	0	0	200,000	0	0	200,000	Total

Project # MCF-CP21-010
 Project Name Station 1 Dorm Remodel

Department Major Capital Projects
 Contact Fire Chief
 Type Capital
 Useful Life
 Category Major Capital Projects - Fire

Account # 300-3310-410-7900 Project Code CCS1DR
 Design Start 07/2021 Constr Start 01/2024

Description

Total Project Cost: \$500,000

This project will complete a remodel of Station 1 dorm quarters to update and modernize the facility. A draft floor plan for a potential remodel was completed in 2015, though budget restrictions have prohibited work. The City will apply for a Mineral Royalty Grant for this project, though it may not be contingent on grant funding.

Justification

Stations 1 dorm quarters are very outdated, with the last living quarter remodel at Station 1 in the early 70's. This remodel would modernize facilities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
150,000	Construction	350,000	0	0	0	0	350,000	0
Total	Total	350,000	0	0	0	0	350,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
150,000	Grant	250,000	0	0	0	0	250,000	0
	Interfund Project Support	100,000	0	0	0	0	100,000	
	Revenue or Cash Reserves	0	0	0	0	0	0	
Total	Total	350,000	0	0	0	0	350,000	Total

Project # MCR-CP21-010
 Project Name Cirrus Sky Tech Park Trail Amenities

Department Major Capital Projects
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category Major Capital Projects - Parks

Account # 300-3310-410-7900 Project Code CCTPTR
 Design Start N/A Constr Start 07/2021

Description

Total Project Cost: \$93,981

This project will install amenities on the Cirrus Sky Technology Park trail, including garbage cans, signs, dog waste dispensers, and vehicular deterrents along the trail.

Justification

City Council Goal - Preserve park land, open space, and public trails for future generations.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
93,981	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
93,981	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # MCW-CP12-001
 Project Name Municipal Operations Center - North Campus

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3310-410-7900 Project Code CCPWSC
 Design Start 11/2014 Constr Start 05/2021

Description

Total Project Cost: \$21,510,371

The construction of the site began in February 2021. The site includes a new building to house Administration and Engineering. This building can also accommodate public meetings with multiple conference rooms varying in sizes. A new building was also constructed to house large vehicles, such as solid waste collection trucks, sewer vac trucks and heavy equipment. This building has a rooftop solar system that will help offset energy use at the facility. The two large remaining structures have been refurbished and brought up to current codes and standards. Energy efficient upgrades include new windows, doors, insulation, roofing, HVAC units and daylight harvesting will be utilized with skylights in the large garage areas. The two buildings being refurbished will house Streets, Fleet, Utilities and the Solid Waste Divisions. A new onsite water and sewer system has been installed to meet DEQ standards. A fuel station is also located at the site and will be utilized by all City Departments. Public Works staff have begun moving into the facility. Onsite work including asphalt, fencing and landscaping will continue through FY 23.

Justification

Council Goal: Construct and finance consolidated public works service center.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
21,510,371	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
21,510,371	Grant	0	0	0	0	0	0	0
	Loan	0	0	0	0	0	0	0
	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Project # MCW-CP12-005
 Project Name Reserve for Harney St Enhancements

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7900 Project Code CCHRSV
 Design Start 04/2023 Constr Start 11/2023

Description

Total Project Cost: \$555,644

Resolution 2019-58, approved by the Council on July 16, 2019, specifies Snowy Range Road Enhancements as follows: The first series of Art Installations, Landscaping and the West Side Fencing have been installed, \$60,000 for Solar LED Street Lights under contract to be installed along Clark Street in FY 23, \$300,000 for 42" Pedestrian Rail design to begin in FY 23.

Justification

Resolution 2019-58: Supporting Snowy Range Bridge Enhancements - approved by City Council on July 16th, 2019.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
555,644	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
555,644	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Project # MCW-CP15-003
 Project Name Spring Creek Gabion/Riprap

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7900 Project Code CCSCRR
 Design Start N/A Constr Start 11/2022

Description

Total Project Cost: \$188,391

This project is being coordinated with the Spring Creek Trail Phase 1. Installation of the 30th St. bridge across Spring Creek has shown the importance of channel stabilization and stream bank protection. A gabion structure (large boulders encased in wire mesh) is proposed to stabilize Spring Creek's outside bank when the creek turns sharply from west to south, just downstream of the bridge location. Current budget contains funds for construction and design. Construction is scheduled to be completed once the FEMA application is approved.

Justification

City Comprehensive Plan, Chapter 7: Urban Growth; City Comprehensive Plan, Chapter 10: Public Safety

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
188,391	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
188,391	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Project # MCW-CP16-002
 Project Name USAC Street Project - Corthell & Bill Nye

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7320 Project Code CCSPCB
 Design Start 08/2020 Constr Start 01/2024

Description

Total Project Cost: \$4,204,204

This project is for the City's portion of the design and construction of Corthell from Whitman to Bill Nye and Bill Nye from Corthell to Boulder and 15th to Corthell. However, project limits have yet to be definitively determined. There is significant cost sharing with WYDOT in the form of USAC funds. When complete, this street will provide an essential transportation corridor in South Laramie. Water and wastewater infrastructure improvements are also necessary in conjunction with this project; these improvements are budgeted for in Enterprise Funds. The City will budget for the future pathway along the roadway alignment in FY 27.

Justification

Participate in cost-sharing agreements with the Wyoming Department of Transportation to expand and improve the City's street infrastructure.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
2,104,204	Construction	700,000	700,000	700,000	0	0	2,100,000	0
Total	Total	700,000	700,000	700,000	0	0	2,100,000	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
2,104,204	Interfund Project Support	0	0	0	0	0	0	0
	Revenue or Cash Reserves	700,000	700,000	700,000	0	0	2,100,000	0
Total	Total	700,000	700,000	700,000	0	0	2,100,000	0

Project # MCW-CP20-015
 Project Name Street/Storm Reconstruction - Venture Drive

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7320 Project Code CCSRVD
 Design Start 03/2022 Constr Start 04/2024

Description

Total Project Cost: \$475,307

This project involves the reconstruction of Venture Drive from Adams westerly approximately 1300 feet to WyoTech. Although the street is ribbon paved in this area already, the City is aware of storm drainage issues in the area that requires repair and street reconstruction. The design should be completed in FY23.

Justification

The City has a delayed improvement agreement with the Laramie Chamber Business Alliance that needs to be completed. Storm drainage infrastructure also requires repair at this location.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
175,307	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	300,000	0	0	0	0	300,000	
Total	Total	300,000	0	0	0	0	300,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
175,307	Revenue or Cash Reserves	300,000	0	0	0	0	300,000	0
Total	Total	300,000	0	0	0	0	300,000	Total

Project # MCW-CP21-010
 Project Name Storm & Street Rehab - C line Ph 2

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7320 Project Code CCCLP2
 Design Start 06/2021 Constr Start 3/2023

Description

Total Project Cost: \$230,000

The storm sewer at the 6th and Canby intersection needs to be reconfigured to accommodate the installation of the C-Line Sanitary Sewer main. The storm improvements will address some issues currently noticed with reverse flows in the system. Additional roadway improvements including asphalt, curb and gutter and ADA repairs will be required. This project will potentially use ARPA funds.

Justification

The intersection storm inlets will be reconfigured to accommodate the sanitary sewer main. The current installation has a 90 degree turn at a manhole and, due to the increase in line size, the angle will be reduced, requiring adjustments throughout the intersection. This project will be included in the C-Line Canby to Iverson Avenue project. The installation of the new utility infrastructure will cause further damage to the existing roadway, which is currently showing various signs of failure. The roadway can be maintained with asphalt repairs, curb and gutter repairs, and some ADA improvements.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
30,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	200,000	0	0	0	200,000	
Total	Total	0	200,000	0	0	0	200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
30,000	Revenue or Cash Reserves	0	200,000	0	0	0	200,000	0
Total	Total	0	200,000	0	0	0	200,000	Total

Project # MCW-CP21-011
 Project Name Bill Nye and 3rd Street Traffic Signal

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7900 Project Code CCBNTC
 Design Start 02/2020 Constr Start 05/2023

Description

Total Project Cost: \$450,000

This project will design and construct a traffic signal for the intersection of 3rd Street and Bill Nye Avenue. Staff will coordinate with WYDOT and the site developer as the design is completed. This project has been delayed as staff negotiates right of way acquisition from Maverik.

Justification

The City has an agreement in place to share the cost of a signal at the intersection of 3rd Street and Bill Nye Avenue. On July 16, 2019, City Council approved the preliminary plat for the Poledna Addition South 3rd Street, which included a traffic signal agreement between the City and 3rd Street Partners LLC. As part of the agreement, the City would manage the design and construction of the signal, and 3rd Street Partners LLC would reimburse the City 35% the total cost for the signal.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
450,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
450,000	Donations or Contributions	0	0	0	0	0	0	0
	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Project # MCW-CP21-012
 Project Name City-Wide Aerial Update

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3320-410-7910 Project Code CCAU21
 Design Start 07/2023 Constr Start N/A

Description

Total Project Cost: \$300,000

The City-Wide Aerial Update will provide new aerial imagery within City limits. The project will also provide new and updated data for the City's GIS database which is critical for keeping the City's GIS current and could assist with GIS mapping for the City's new ERP software. The following features will be included: Building Footprints, Roadway surfaces, Medians, Paths, Parks, Parking lots, Sidewalks, Driveways, Bridges, and Curb and Gutters. This project will be divided evenly between General Fund, Water Fund, and Wastewater Fund.

Justification

The City Wide Aerial was last updated in 2016. The aerial photograph is updated every 5 years to account for development and growth. \$150,000 is requested for the updated photograph and planimetric datasets.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Other Costs or Studies	0	300,000	0	0	0	300,000	0
Total	Total	0	300,000	0	0	0	300,000	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Interfund Project Support	0	200,000	0	0	0	200,000	0
	Revenue or Cash Reserves	0	100,000	0	0	0	100,000	0
Total	Total	0	300,000	0	0	0	300,000	0

Project # MCW-CP21-013
 Project Name Street Reconstruction - Chip Seal

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7320 Project Code CCCS21
 Design Start 02/2023 Constr Start 05/2023

Description

Total Project Cost: \$1,654,000

The chip seal projects will be applied to multiple roadways throughout Laramie. The priorities for this project are identified annually by the Street Manager. Upcoming projects potentially include the following locations: Alta Vista Dr., Arapaho Dr., Boulder Dr., Garfield St., Hayford Ave., Inca Dr., Northview St., Russell St., Sherman Hill Rd., Spring Creek Dr., Symons St., Vista Dr., Willett Dr., Wyoming Ave., 9th St, 15th St, 17th St., and Beaufort St. Chip seals beyond FY24 will be determined based on PCI and funding.

Justification

Chip seals provide essential maintenance and extend the life of roadways. They help to mitigate further deterioration leading to more expensive maintenance options.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
454,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	300,000	300,000	300,000	300,000	0	1,200,000	
Total	Total	300,000	300,000	300,000	300,000	0	1,200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
454,000	Revenue or Cash Reserves	300,000	300,000	300,000	300,000	0	1,200,000	0
Total	Total	300,000	300,000	300,000	300,000	0	1,200,000	Total

Project # MCW-CP21-014
 Project Name Project Management Document Updates

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3320-410-7910 Project Code CCPM21
 Design Start 04/2023 Constr Start N/A

Description

Total Project Cost: \$150,000

A consultant will be hired to update the current City of Laramie project management documents to include the updated WPWSS and EJCDC documents. An update to the City of Laramie Standard details will be finalized as part of this project. The WPWSS updates were delayed due to Covid which in turn has delayed City staff on this project.

Justification

Project Management documents and specifications require updating to include the new versions of Wyoming Public Works Standard Specifications (WPWSS) and Engineers Joint Contract Documents Committee (EJCDC) documents. Funding for this project will be shared between funds as follows: General Fund \$30,000.00 Water Fund \$60,000.00 Wastewater Fund \$60,000.00.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
150,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
150,000	Interfund Project Support	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # MCW-CP22-010
 Project Name Street Reconstruction - Willett Drive

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7320 Project Code CCSRWD
 Design Start 04/2023 Constr Start 05/2025

Description

Total Project Cost: \$1,147,600

This project includes a full depth reconstruction with 5" asphalt, 9" base grid, and fabric (soil zone 2 from City of Laramie Pavement Study 2nd Ed.) on Willett Drive from 30th to the pavement change, heading east. Potential traffic calming improvements will be evaluated throughout design.

Justification

This collector street, with a current PCI of 46, is under-built and failing with increased traffic and buses. This section should be evaluated for extensive improvements including traffic calming.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
87,600	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	1,060,000	0	0	1,060,000	
Total	Total	0	0	1,060,000	0	0	1,060,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
87,600	Revenue or Cash Reserves	0	0	1,060,000	0	0	1,060,000	0
Total	Total	0	0	1,060,000	0	0	1,060,000	Total

Project # MCW-CP22-011
 Project Name Concrete Improvement Program

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7900 Project Code CCONC
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$500,000

There are a few types of concrete improvements funded by this item. Staff may use the funds to augment any street, utility or residential concrete replacement project. By allocating these funds, staff will have the ability to fix more problem curb and gutter or sidewalk areas during a street or utility project. Funds may also be used to bring streets up to ADA requirements, by installing ADA ramps in problem areas. Finally, funds can be used to fix any City owned concrete such as an alley approach, valley pan or inlet. Possible locations include, but are not limited to, these upcoming projects: 3rd & Bill Nye Traffic Control, Boswell Drive Reconstruction, Palmer Street Reconstruction, and Street Rehab - Beaufort St.

Justification

This funding was requested by the City Council in the fiscal year 2019-2020 biennium in order to provide for a concrete improvement program.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
100,000	Other Costs or Studies	100,000	100,000	100,000	100,000	0	400,000	0
Total	Total	100,000	100,000	100,000	100,000	0	400,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
100,000	Revenue or Cash Reserves	100,000	100,000	100,000	100,000	0	400,000	0
Total	Total	100,000	100,000	100,000	100,000	0	400,000	Total

Project # MCW-CP23-010
 Project Name Street Rehab - Alta Vista

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7320 Project Code CCSRAV
 Design Start 05/2023 Constr Start 05/2025

Description

Total Project Cost: \$0

The section of Alta Vista from Hidalgo to Arapahoe is in poor condition and is in need of rehabilitation. This project will involve removing 4" of asphalt and placing 4" of asphalt. This project will also include ADA upgrades and spot repairs to sidewalk. This budget accounts for design and construction costs.

Justification

The average PCI of Alta Vista Drive between Hidalgo to Arapahoe is 45. This section of road is classified as a local road that handles a large amount of traffic.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	485,000	-485,000	0	0	0	0	0
Total	Total	485,000	-485,000	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	485,000	-485,000	0	0	0	0	0
Total	Total	485,000	-485,000	0	0	0	0	Total

Project # MCW-CP24-010
 Project Name Street Reconstruction - Pierce/Curtis Intersection

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7320 Project Code CCPCIN
 Design Start 09/2024 Constr Start 05/2025

Description

Total Project Cost: \$485,000

This project involves a full depth reconstruction with 9" concrete, 6" base geo grid, and fabric (soil zone 2 pavement study). Work will be completed approximately one year following the WYDOT Curtis Street project.

Justification

This project is consistent with the City's ongoing efforts to reconstruct and overlay streets. The current intersection is not designed to handle truck turning movements, which results in an approximate maintenance outlay of \$30-40K every two years. The recommended improvements will address the ongoing maintenance issue.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	40,000	0	0	0	40,000	0
	Construction	0	0	445,000	0	0	445,000	
Total	Total	0	40,000	445,000	0	0	485,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	40,000	445,000	0	0	485,000	0
Total	Total	0	40,000	445,000	0	0	485,000	Total

Project # MCW-CP24-012
 Project Name Street Rehab - Beaufort Street 7th to 9th

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7320 Project Code CCBS79
 Design Start 02/2023 Constr Start 05/2023

Description

Total Project Cost: \$485,000

This project is a mill and overlay from 7th to 9th street on Beaufort Street to extend the useful life of the roadway. ADA upgrades and concrete replacement were deemed necessary for successful project completion. This project will be coordinated with the Street Rehab - Beaufort Street project in the SPT Fund.

Justification

This roadway section was identified in the preliminary review of the PCI evaluation being completed in FY 23. The current Street Rehab - Beaufort Street project in the SPT fund will complete repairs in this area and it will benefit the City to coordinate this section with that project.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	485,000	0	0	0	485,000	0
Total	Total	0	485,000	0	0	0	485,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	485,000	0	0	0	485,000	0
Total	Total	0	485,000	0	0	0	485,000	Total

Project # MCW-CP25-001
 Project Name Street Rehab - Joanna Bruner

Department Major Capital Projects
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Major Capital Projects - Public

Account # 300-3315-410-7320 Project Code
 Design Start 09/2024 Constr Start 05/2025

Description

Total Project Cost: \$780,000

This project is for street maintenance and involves an asphalt mill and overlay (4" mill, 4" pave) on Joanna Bruner from 30th to Willett. The project is currently projected with a 25% MRG application.

Justification

The age of asphalt has caused failure with a current PCI of 37. Rehabilitation through mill and overlay will prolong the life of this roadway for another 10-15 years.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	780,000	0	0	780,000	0
Total	Total	0	0	780,000	0	0	780,000	Total

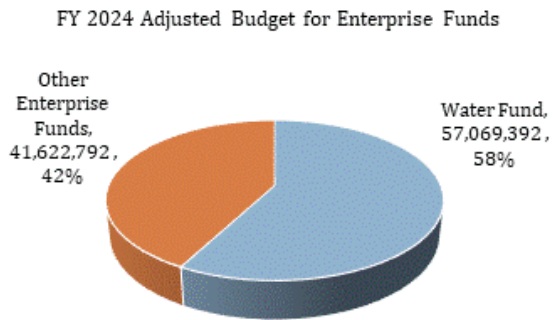
Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Grant	0	0	195,000	0	0	195,000	0
	Revenue or Cash Reserves	0	0	585,000	0	0	585,000	
Total	Total	0	0	780,000	0	0	780,000	Total

Water Fund

A Description of the Fund

The Water Fund is one of the City's three Enterprise Funds, and it accounts for operations and infrastructure maintenance and development for the water utility. Enterprise Funds operate as self-supporting financial entities funded by user service charges and other revenue sources.

As the chart below illustrates, the Water Fund adjusted budget accounts for 58% of the expenditure budget for all Enterprise Funds.

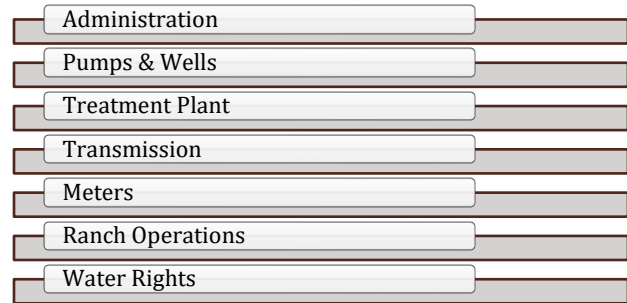


Water Utility Activities

The Water Utility provides potable water service to the community and certain outside City customers. The utility is responsible for the treatment and distribution of approximately 200 million gallons of water per year to some 9,000 accounts or over 32,000 people in and around Laramie. Responsibilities include operating and maintaining the water treatment plant, installing, and repairing water meters, replacing, and repairing water lines, and working in conjunction with the City Manager's Office to manage the Monolith Ranch.

The Monolith and Bath ranches hold Laramie's future municipal surface water supply. The 1868 Dowlin rights, the most senior in the Laramie River system, are being maintained for a future transfer from agricultural to municipal use. The City holds 20.10 cubic feet per second (cfs) of Dowlin water on the Monolith Ranch and 10 cfs on the Bath Ranch. These water rights could conceivably allow Laramie to double in size and provide guaranteed growth potential for the City. Monitoring and applying the water rights on the Monolith Ranch is primarily a function of the City Manager's Office (CMO) with supporting help from Public Works, the Utilities Division, and other departments as needed.

The Water Fund contains the following divisions:



FY 2023 Accomplishments toward Council Goals

- Developed and deployed an ArcGIS Esri solution to track Lead and Copper field identification of customer and City service lines. Completed identification of approximately 3,000 locations in compliance with the Lead and Copper revised rule.
- Developed a program to change inside meters to smart meters in conjunction with the Lead and Copper field identification program.
- Purchased iPads for field crews that are utilized for Lead and Copper field identification within ArcGIS, the iPads will be Utilized in the future for ERP and smart meter support.
- Installation of approximately 1,000 smart meters while testing new and innovative customer service interfaces.
- Obtained additional water right sources through the purchase of the Bath Ranch.

FY 2023 Accomplishments toward Management Goals

- Continued partnership with City of Laramie GIS and Engineering on mapping water lines, valves and other key infrastructure components.
- Completed priority water line replacement and infrastructure enhancements.
- Continued backflow installation with large users and testing of backflows within the system.
- Focused individual meters on certain areas that were previously master metered to improve water pressure in focused areas.
- Continued to pursue funding through ARPA, SRF and MRG available loan programs.
- Moved forward on the North Tank project, which will soon be breaking ground.
- The replacement of the Bill Nye PRV vault is in progress in preparation of the Bill Nye Street Project.

Objectives for FY 2024

- Continue to pursue additional fund sources such as ARPA, SRF, MRG and WWDC available programs.
- Continue with Lead and Copper mandates and field service line inspections.
- Continue to grow and improve upon mapping with GIS and Water staff collaboration.
- Research a software program for backflows and tracking of backflow inspections required by City of Laramie Municipal Code.
- Continue moving forward with the North Tank project.
- Continue moving forward with the Bill Nye PRV replacement project.
- Continue assisting with Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.
- Complete analysis to update rate structure and revenue requirements necessary to maintain and improve Utility systems.

Water Fund Financial Position

Overview and Rates

The Water Fund is in good financial health, with major infrastructure initiatives proceeding as planned.

Raftelis Financial Consultants (RFC) completed the most recent ten-year cost of service analysis based on information provided by City staff members in FY 2021 and FY 2022. This analysis, which was conducted in accordance with American Water Works Association standards, determined the cost of providing water services to each customer class and provided guidance for rate design. In December 2021, the City Council approved an overall revenue adjustment of 4% effective in 2022 and 3.75% effective in 2023. The revenue requirement will be evaluated again in the FY 2025 – FY 2026 biennium.

Budget Basis

The Water Fund is reported on an accrual basis of accounting in the City's ACFR. However, this basis of accounting does not reflect expendable resources as effectively as the modified accrual basis. For purposes of analyzing financial condition, the City converts financial data into an estimate of the modified accrual basis of accounting, which is a better measure of available resources.

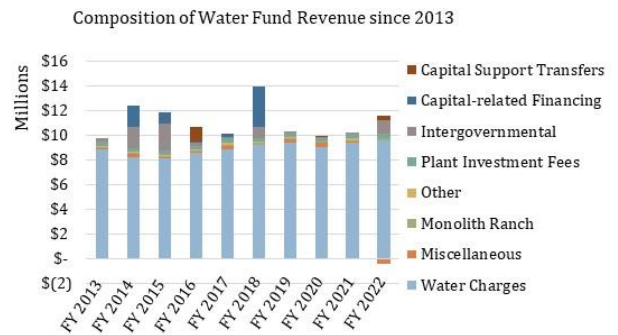
Financial Trends

An analysis of Enterprise Fund financial condition looks quite different than the City's General Fund. The key difference is that the City controls revenue generation in the

Enterprise Funds and the City Council sets rates using 10-year financial plans and a fair rate structure that accounts for both operating needs and infrastructure improvements. The emphasis shifts to determining the necessary level of resources for the Fund and the rates necessary to sustain it. The City does not rely on intergovernmental revenue sources for its Enterprise Funds – except for limited capital-related financing.

Revenue Trends

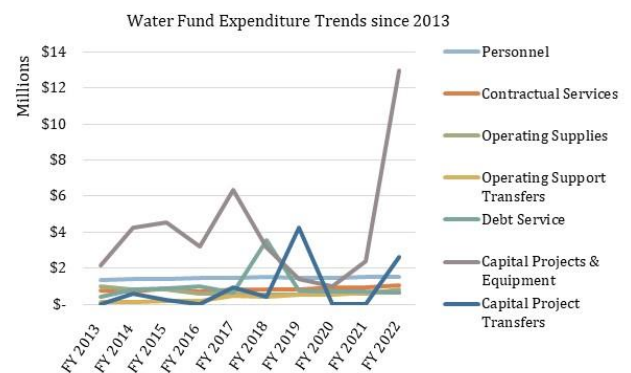
Since FY 2013, annual revenue from water charges has grown by about \$0.7 million. Prior to developing a long-term financial strategy, the Water Fund's resources were not sufficient to meet requirements.



By approving the 2010 SPT tax, which contained over \$8.0 million in water lines, citizens infused much needed funding into water infrastructure and mitigated the overall revenue requirement for the water utility. User rates benefited from this tax, and much smaller increases have been enacted by the Council than were forecasted when long term planning began in 2010.

Expenditure Trends

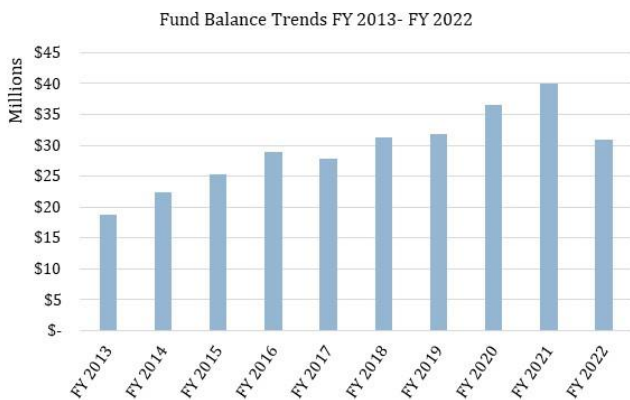
City management has been diligent about controlling operating costs. As the chart below illustrates, capital project and equipment expenditures make up most of this Fund's outflows.



In FY 2018, the debt service category experienced a significant one-time increase. This change is due to refinancing a WWDC note payable with lower interest refunding revenue bonds. The estimated long-term savings on interest is around \$850,000. There was a major peak in capital spending in FY 2017, mostly driven by the 20” Transmission Line project. An even larger spike in capital spending occurring in FY 2022 due to the Bath Ranch purchase. The sharp increases in capital project support transfers for FY 2019 and FY 2022 are due to Municipal Operations Center funding requirements.

Fund Balance Trends

The net increase in fund balance (currently available resources) each period is the approximate amount of infrastructure reserve generated by transactions that fiscal year. Of course, this reserve does not simply build up – it is generated due to long-term rate planning and is allocated to specific capital projects. Reserve levels are reviewed prior to rate recommendations each biennium. Current reserves are reflected in the ten-year financial plan and are used to help control future rate increases.



The Water Fund’s available reserves comply with the policy to retain three to six months of expenditures in reserve. Fiscal year end reserves have hovered around the 5-6 months mark for the past five years, indicating the result of solid long-term planning.

	Unassigned Fund Balance (in millions)	Restricted, Committed, or Assigned Fund Balance (in millions)	Months in Unassigned Reserve
FY 2018	5.39	24.60	6.4 months
FY 2019	4.47	27.37	5.5 months
FY 2020	2.60	33.83	6.1 months
FY 2021	3.31	36.63	5.6 months
FY 2022	6.48	30.34	3.8 months

Budget Summary

The budget summary provides an overview of how the City will balance its budget. The gap between forecasted revenue and appropriations is covered by reserves. Fund reserves are primarily used to balance non-recurring expenditures, like capital or one-time appropriations. The Administrative Services (AS) Director and Chief Operating Officer (COO) forecast available reserves yearly, and the City Manager reduces expenditures that exceed forecasted revenue and available reserves until the budget is in balance. When forecasting reserves, the AS Director and COO ensure that minimum reserve requirements remain intact.

FY 2024 Adjusted Budget Summary

Forecasted Revenue	\$31,300,952
Available Reserves	3,847,234
Rebudget Reserves	<u>16,832,701</u>
Total Available Resources	51,980,887
Budgeted Expenditures	(57,069,392)
Adjust Depreciation (Non-Cash)	5,088,505
Projected Increase (Decrease) in Capital Reserve	\$-

FY 2022 Summary & FY 2023 Projections

FY 2022 Summary

Water charges grew by about 2% between FY 2021 and FY 2022 due to the overall 4% rate increase effective January 2022. Growth at the expected amount suggests a small amount of consumption variances between the two years. The largest portion of expenditures in the Water Fund is for capital – this investment grew by over 400% in FY 2022 due to the purchase of the Bath Ranch and progress on scheduled capital projects. Dollar variances in other expense categories remained small and, unlike other Funds, expenditures for personnel services declined slightly (1%). In total, financial activity in the Water Fund continues to be on target with the City’s long term financial plan for the utility.

FY 2023 Projections

The City expects to see continued growth in water charges due to the rate increases adopted by the Council in December 2021; an overall 3.75% increase took effect in January 2023. There has been a reported consumption decline Public Works leadership is monitoring. Staff have pursued multiple capital funding sources for projects to offset rate impacts in accordance with Council goals and management objectives. Overall, revenue totals are in line with planned amounts for FY 2023.

Capital projects have experienced continued amendments due to the inflationary environment. Notably, the North Side Tank project was amended \$6.0 million due to this issue; however, SLIB approved an additional \$6.0 million in loan funding at 1.25% interest to amortize the cost of this amendment. Staff expect overruns to continue and are accordingly prioritizing work as needed. The long-term financial plan will be evaluated this summer, in light of continued inflationary pressure.

Water Fund Revenue

Description of Major Revenue Sources

Charges for Services

Cost of service is determined using the full cost recovery rate structure, unless grant funding is available to offset rate payer fees. Types of service charge revenue include water charges, general fees, and plant investment fees. Water charges experience elasticity of demand with customer usage. The revenue forecast and rate requirements reflect water consumption.

State Loan and Investment Board (SLIB)

Cities and towns in Wyoming are eligible for SLIB funding to improve public service facilities, alleviate an emergency that poses an immediate and direct threat to the health, safety, and welfare of the citizens, develop solid waste facilities, or foster investment in transportation.

State Revolving Funds (SRF) loans (Drinking Water and Clean Water) are used for eligible Utility Fund projects. While these funds are distributed by SLIB, they are federal in nature. Up to 25% principal forgiveness is available on SRF funding, depending on availability.

SLIB grants and loans are used for City capital projects. During the budget process the City estimates the contribution of SLIB money based on grant stipulations, available match funding, and the amount of money the requesting department requests in the application process.

Wyoming Water Development Commission (WWDC)

WWDC funding is available for projects geared toward conservation, storage, distribution, and the use of water. The projects must promote the development of industrial, mineral, agricultural, water, recreation, and human resources. To receive funding, projects must serve twenty (20) or more municipal or domestic taps. Grants can be a maximum of seventy-five percent (75%) of the proposed project costs, but this percentage award is only warranted under conditions of financial hardship. Otherwise, the maximum grant amount is sixty-seven percent (67%) of the proposed project cost. Before funds will be released, the project sponsor must sign a project agreement, note, and

mortgage. WWDC grants are primarily used for capital projects in the Utility Fund.

Water Master Plan Project Application

City Staff has applied to the Wyoming Water Development Commission (WWDC) for grant funding and project management assistance with its Water Master Plan updates. The WWDC meets in the spring of 2023 to decide if the project moves forward. Funding would then be allocated during the 2024 Legislative session.

The city completed its last water master plan in 2015. The Master Plan is a vital tool for the City as it outlines condition measures for infrastructure, and recommendations are made for future development and maintenance. This information is a component of the City's condition assessment strategy and overall prioritization as it pertains to capital projects. An updated Water Master Plan will provide the most current guidance to assist in decision making processes to include the comprehensive water system needs, including water supply development to meet demand and future growth, to correct distribution system deficiencies and to improve operational performance. The current water treatment plant is 60 years old and may be in need of upgrades or complete replacement in the near future. An updated plant evaluation is proposed to be completed with the Water Master Plan update. There are many infrastructure components in the plant operation and each type is evaluated individually for rehabilitation or replacement.

Federal Infrastructure Funding

American Rescue Plan (ARP) Act

In September 2021, the City Council allocated \$4.0 million of ARP funding – 71% of the total amount to be received - to water and wastewater line projects. Allocation of this funding helped lower the necessary rate increases adopted in January 2022 for the City's respective utility services.

The City has submitted applications for additional ARP funding passed through the State of Wyoming. At the 2022 budget session, the Wyoming legislature passed an act specifying \$334 million in ARP funding appropriations to various eligible programs. Water and wastewater projects were clearly allowed under the enrolled act. SLIB is administering \$50 million for local government support projects and \$50 million for water and sewer projects. The City has received an award for one water project to date; more detail is included on the capital revenue table.

Forecasted Water Fund Revenue

The table below presents actual revenue for two years, year-to-date totals for FY 2023, and the forecasted and adjusted revenue for the biennium.

	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/10/23	FY 2023 Forecasted	FY 2024 Forecasted	FY 2024 Adjustments	FY 2024 Adjusted
Intergovernmental Revenue							
WWDC Grant	\$ 93,363	\$ 19,027	\$ 1,412,228	\$ 7,997,738	\$ -	\$ 6,494,483	\$ 6,494,483
WWDC Loan	28,750	9,371	2,571	210,185	2,680,000	(2,481,758)	198,242
SLIB Grant	-	-	-	-	-	-	-
SLIB Loan	-	-	1,219,046	4,356,000	-	13,136,954	13,136,954
Other Grants & Loans	30,337	1,104,131	-	4,399,000	-	933,870	933,870
Total Intergovernmental	152,450	1,132,529	2,633,845	16,962,923	2,680,000	18,083,549	20,763,549
Charges for Services							
Water Charges	9,374,794	9,547,002	7,744,474	9,403,063	9,576,125	-	9,576,125
General Fees	113,078	73,313	66,768	88,000	88,000	-	88,000
Plant Investment	353,487	314,234	246,735	300,000	300,000	-	300,000
Total Charges for Services	9,841,359	9,934,549	8,057,977	9,791,063	9,964,125	-	9,964,125
Other							
Miscellaneous	12,158	(19,931)	22,862	2,500	2,500	100,000	102,500
Monolith & Bath Ranch	100,763	167,915	100,313	99,000	99,000	50,000	149,000
Interest & Unrealized Gain/Loss	12,704	(484,308)	371,312	75,000	75,000	-	75,000
Interfund Loan Receipts	77,983	73,341	550,000	550,000	246,778	-	246,778
Transfers In - Capital	-	362,781	-	-	-	-	-
Capital Lease Proceeds	-	5,266,025	-	-	-	-	-
Total Other	203,608	5,365,823	1,044,487	726,500	423,278	150,000	573,278
Total Water Fund Revenue	\$ 10,197,417	\$ 16,432,901	\$ 11,736,309	\$ 27,480,486	\$ 13,067,403	\$ 18,233,549	\$ 31,300,952

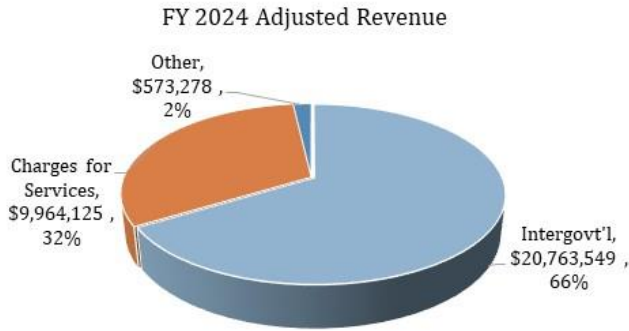
Capital Project-related Revenue

The table below lists one-time revenue sources specifically allocated to capital projects.

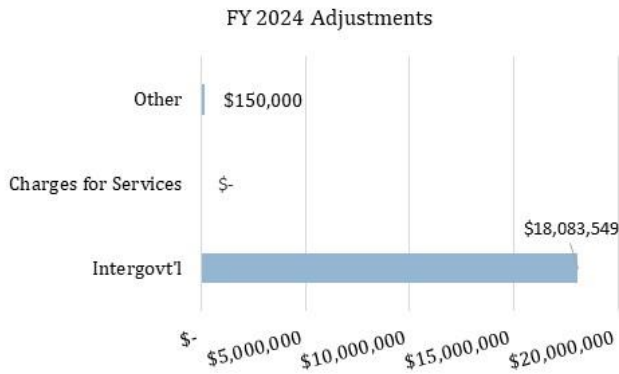
Capital Revenue Sources	FY 2023 TTD Revenue	Received to Date	FY 2023 TTD Rebudget	FY 2024 Forecast	FY 2024 Adjustments	FY 2024 Adjusted
North Side Tank						
WWDC: \$1,200,000 FY 15 Grant (67%)	\$ 804,000	\$ (804,000)	\$ -	\$ -	\$ -	\$ -
WWDC: \$1,200,000 FY 15 Loan (33%)	396,000	(197,758)	198,242	-	-	198,242
WWDC: \$7,303,000 FY 18 Grant	7,303,000	(1,808,517)	5,494,483	-	-	5,494,483
WWDC: \$1,980,000 FY 18 Loan	-	-	-	-	-	-
DWSRF: \$4,356,000 FY 18 Loan	4,356,000	(1,219,046)	3,136,954	-	-	3,136,954
w/\$507,841 in principal forgiveness						
DWSRF: \$6,000,000 FY23 Loan, 1.25% Interest	6,000,000	-	6,000,000	-	-	6,000,000
Utility Facilities Security Systems (Water)						
Homeland Security Grant	19,000	-	19,000	-	19,000	38,000
3rd Street Utility Rehabilitation						
Federal ARPA - Direct NEU Distribution	2,000,000	(1,104,130)	895,870	-	-	895,870
2010 SPT Fund Transfer	362,781	(362,781)	-	-	-	-
Water Master Plan						
WWDC Grant	1,700,000	-	1,700,000	-	(700,000)	1,000,000
Wellhead Building Upgrades						
State ARPA - 85% Grant	680,000	-	680,000	-	(680,000)	-
Zone 1 - 2 MG Tank						
DWSRF: \$4,000,000 Loan at 1.25%	268,000	-	268,000	2,680,000	1,052,000	4,000,000
Water Oversizing						
Developer Contribution	-	-	-	-	100,000	100,000
Water Fund Total Capital Revenue	\$ 23,888,781	\$ (5,496,232)	\$ 18,392,549	\$ 2,680,000	\$ (209,000)	\$ 20,863,549

Revenue by Type

The composition of FY 2024 adjusted revenue is presented in the graph below. There is significant intergovernmental revenue forecast due to the North Side Tank project and existing and projected federal infrastructure funding. Sources for the North Side Tank project exceed \$14.0 million, while forecasted ARPA funding totals around \$1.5 million. There is also \$4.0 million in SRF funding forecasted for the Zone 1 tank project.



Adjustments to the revenue forecast are almost entirely capital in nature. There is an additional \$50,000 forecasted from hay operations on the Bath Ranch; otherwise, operating revenue is unchanged.



Water Fund Budgeted Expenditures

Budgeted expenditures are the results of several months of strategic planning with departmental directors. Personnel, operating, and capital expenditures are proposed and evaluated by the City Manager for alignment with management's and City Council's priorities. This process results in the City Manager's budget recommendation.

Overview of the FY 2024 Supplemental Budget

The City Council's goals are a major consideration in the development of the budget, as are operational objectives advocated for by the City's leadership team. Several prior year and current year goals relate to the water utility.

The capital plan received a thorough review during the biennium planning cycle. Details on the capital plan can be found in the Capital Investment and Construction Plan for FY 2023 – FY 2024 and in this document.

The City Manager set several parameters to limit supplemental budget requests in FY 2024. Directors were asked to consider only the following matters when developing requests so that the City could reserve as much funding as possible for compensation analysis and staffing study implementation:

- Operating amendments for police services and human resources due to new Chief and Director priorities
- Required inflationary increases for operating and existing capital projects
- Amendments related to major changes in Council goals or management objectives

City Council Goals related to Water Fund Operations

2023 Goals

Goal No. 1 – Infrastructure Planning & Investment

Milestone A: Prioritize planning and construction and reconstruction of public amenities, facilities, and rights-of-way to maximize safe access for persons of all abilities and ages.

Milestone E: Continue grant seeking and aggressive investment in water, sewer, and street systems

Goal No. 3 – City Services and Resident Engagement

Milestone B: Continue migration to a new Enterprise Resource Planning software platform to modernize

municipal business operations and processes for more efficient and effective public services.

Goal No. 5 – Environmental Stewardship

Milestone A: Continue energy efficiency efforts and explore potential large scale solar projects on city-owned property.

Milestone C: Conclude effort with Albany County to update aquifer protection strategy and establish City Ordinances necessary to enforce the plan after it is adopted.

Milestone D: Continue to explore community uses and conservation opportunities on the City’s Bath and Monolith Ranch properties.

Milestone E: Initiate consumptive-use focused long-term operational agreements for City-owned Monolith & Bath Ranch properties.

2022 Goals

The budget appropriated funds to accomplish progress toward 2022 Council goals related to Water Fund operations.

Goal B, Milestone #2: Continue Protection of Water Resources:

- a) Ground water within the Casper Aquifer and surface water in the Laramie River.
- b) Initiate lead & copper pipe inventory & public information in accordance with U.S. EPA's forthcoming rule

Goal B, Milestone #3: Continue Efforts to Reduce Greenhouse Gas Emissions and Increase Energy Efficiency as Set Forth in Resolutions 2020-14 and 2021-12.

Goal C, Milestone #3: Review Lease for the City’s Monolith Ranch.

Goal D, Milestone #4: Continue Multi-Year Major Water & Sewer Improvements to Facilitate Community Growth, Including New North-Side Tank & Sewer Outfall and Upsizing/Replacement of Reynolds Sewer & B2 Sewer Mains.

Goal E, Milestone #1: Natural Resources Committee: Update & Adopt a Joint Aquifer Protection Plan for Municipal and County Governments. Subcommittee members: Councilors Cumbie, O'Doherty, Gabriel, City Manager & Natural Resources Manager.

Summary of the Personnel Budget and Water Fund Full Time Equivalent (FTE) Positions

Personnel Budget

Personnel expenditures are a major expense for the City. These types of expenditures include the cost of salaries, benefits, overtime, and taxes for employees. The personnel budget is composed of benefited FTE positions, dollar amount allocations for non-benefited employees, and the related tax and benefit costs. Departments are not authorized to hire additional benefited staff members without recommendation by the City Manager and approval by the City Council.

The amounts budgeted for personnel costs are centrally budgeted by finance staff based on current authorized FTEs, base budget allocations for non-benefited employees, and current benefit and tax rates.

Water Fund Authorized FTEs

There is an adjustment of 1.25 FTE in FY 2024, which is described in the personnel supplemental section.

Department	FY 2022	FY 2023 Adopted	FY 2024 Adopted	FY 2024 Adjusted
Water	22.25	22.25	22.25	23.50
Total	22.25	22.25	22.25	23.50

Water Fund Budgeted Expenditures

The table below presents actual results for fiscal years 2021, 2022, and 2023 to-date, as well as the FY 2023 budget, as amended to date, and the adopted and adjusted FY 2024 budgets. Division-level budget detail is provided in subsequent sections.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Administration							
Personnel	\$ 140,579	\$ 131,245	\$ 131,361	\$ 278,995	\$ 279,777	\$ 191,661	\$ 279,777
Contractual Services	148,220	262,022	150,177	414,573	437,265	-	437,265
Materials & Supplies	24,269	71,241	28,820	38,975	38,975	-	38,975
Shared Services Support Transfer	645,662	645,662	486,717	648,956	648,956	-	648,956
Interfund Transfers - Capital	-	2,632,419	-	578,574	100,000	-	100,000
Capital Projects, Studies, & Equipment	-	-	2,580	6,000	7,200	69,443	76,643
Debt Service	699,013	627,877	567,105	659,465	826,180	275,440	1,101,620
Total Administration	1,657,743	4,370,466	1,366,760	2,625,538	2,338,353	536,544	2,683,236
Pumps & Wells							
Personnel	121,129	113,790	111,828	187,282	189,550	-	189,550
Contractual Services	185,711	181,423	151,564	179,072	179,072	29,400	208,472
Materials & Supplies	35,443	69,967	39,654	70,851	70,851	4,400	75,251
Capital Projects, Studies, & Equipment	296,951	230,826	109,148	5,950,885	759,600	6,372,096	7,131,696
Total Pumps & Wells	639,234	596,006	412,194	6,388,090	1,199,073	6,405,896	7,604,969
Treatment Plant							
Personnel	451,567	444,978	313,335	533,407	538,910	11,572	550,482
Contractual Services	182,067	146,241	132,232	213,889	214,089	13,000	227,089
Materials & Supplies	170,776	242,371	187,045	188,089	187,089	67,200	254,289
Capital Projects, Studies, & Equipment	35,720	24,373	-	1,099,017	50,000	1,007,750	1,057,750
Total Treatment Plant	840,130	857,963	632,612	2,034,402	990,088	1,099,522	2,089,610
Transmission							
Personnel	480,206	479,345	370,166	604,349	606,866	22,842	629,708
Contractual Services	162,174	148,047	133,684	316,015	316,015	-	316,015
Materials & Supplies	63,500	170,115	233,560	151,972	173,403	3,000	176,403
Capital Projects, Studies, & Equipment	1,948,454	4,035,921	6,160,140	34,549,746	6,837,000	27,143,310	33,980,310
Total Transmission	2,654,334	4,833,428	6,897,550	35,622,082	7,933,284	27,169,152	35,102,436
Meters							
Personnel	316,581	324,213	226,868	340,110	336,501	94,825	431,326
Contractual Services	9,779	12,946	25,824	27,440	27,640	-	27,640
Materials & Supplies	286,887	219,457	487,237	766,958	766,958	1,600	768,558
Capital Projects, Studies, & Equipment	34,775	-	-	311,584	60,000	311,583	371,583
Total Meters	648,022	556,616	739,929	1,446,092	1,191,099	408,008	1,599,107
Ranch Operations							
Personnel	-	-	-	26,330	-	-	-
Contractual Services	37,547	31,766	24,491	118,588	118,588	240,000	358,588
Materials & Supplies	1,304	5,473	2,855	13,500	13,500	5,000	18,500
Capital Projects, Studies, & Equipment	-	8,161,255	51,425	103,313	-	59,412	59,412
Total Ranch Operations	38,851	8,198,494	78,771	261,731	132,088	304,412	436,500
Water Rights							
Personnel	24,453	31,202	44,217	42,678	42,627	-	42,627
Contractual Services	198,005	285,203	169,879	223,661	198,661	9,500	208,161
Materials & Supplies	10,888	19,090	40,803	103,585	100,585	96,500	197,085
Capital Projects, Studies, & Equipment	83,191	529,394	98,281	1,204,896	-	754,156	754,156
Debt Service	-	-	1,190,000	1,190,000	1,190,000	-	1,190,000
Total Water Rights	316,537	864,889	1,543,180	2,764,820	1,531,873	860,156	2,392,029
<i>Reserve for Compensation Plan & Staffing Study Implementation</i>	-	-	-	-	-	73,000	73,000
Total Water Fund b/f Depreciation	6,794,851	20,277,862	11,670,996	51,142,755	15,315,858	36,856,690	51,980,887

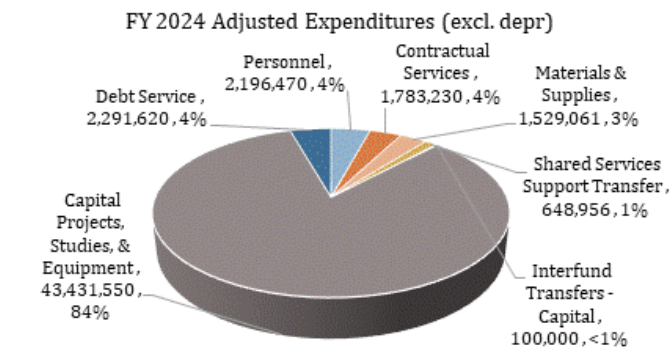
Budgeted Expenditures (cont.)

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Depreciation by Division							
Administration	9,756	9,756	-	4,582	3,437	185,700	189,137
Pumps & Wells	368,850	370,544	-	265,340	325,735	176,100	501,835
Treatment Plant	401,238	401,299	-	501,275	503,213	-	503,213
Transmission	1,986,711	1,978,590	-	3,858,289	4,088,410	(371,400)	3,717,010
Meters	20,966	12,490	-	56,821	68,941	9,600	78,541
Monolith Ranch	9,952	11,361	-	24,826	30,249	-	30,249
Water Rights	20,777	20,185	-	65,645	68,520	-	68,520
Total Water Fund	\$ 9,613,101	\$23,082,087	\$11,670,996	\$55,919,533	\$20,404,363	\$36,856,690	\$57,069,392

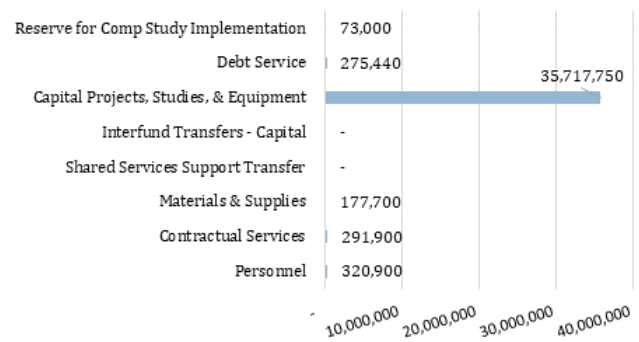
Expenditures by Type

The composition of the adjusted FY 2024 Water Fund expenditure budget is presented below. 84% of the budget is for capital investment. Depreciation is excluded from this chart because it is a non-cash expense. The shared services transfer totals \$648,956, or 1%, of the adjusted budget. This transfer recognizes the Water Fund’s share of administrative costs accounted for in the General Fund (executive administration, financial services, payroll, human resources, information technology, engineering, and related). Debt service (4%) is exclusively for capital-related financing. Debt service is higher than normal due to the shorter financing term on the Bath Ranch and additional loan funding on the North Side Tank project.

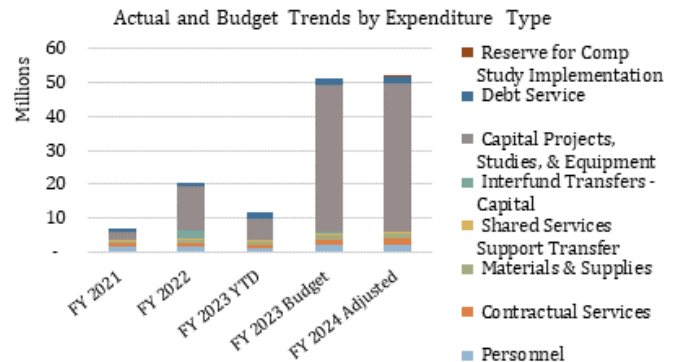
Most of the adjustments are for capital projects, primarily in rebudgets of funding. However, some small adjustments are for operating costs, including personnel requests.



FY 2024 Recommended Adjustments



The graph below shows actual spending for two years, annual-to-date totals and the adopted and adjusted budget for FY 2023 – FY 2024. Critical easements have been acquired for the North Side Tank project, and capital spending is ramping up in FY 2023. This graph clearly illustrates the volume of rebudgeted projects between fiscal years 2023 and 2024, and just under half of this rebudget is for the North Side Tank project.



Supplementals for FY 2024

This section contains detail for adjustments that are not capital related.

Operating Supplementals

This table summarizes supplemental funding for operating expenditures.

Division	Request Title	Description	Justification	FY 2024 Suppl.	Ongoing or One-time
Pumps & Wells	Chemicals	This request supports inflationary price increases for chemicals needed for operations.	The chemical used in this division is primarily salt, which has increased in price.	\$ 4,400	Ongoing
Water Treatment Plant	Operating Supplies	This request supports inflationary price increases for operating supplies needed at the Water Treatment Plant.	This Water Treatment Plant currently has a very lean operating supplies budget. The items that are purchased in this area have increased in price.	5,900	Ongoing
	Chemicals	This request supports inflationary price increases for chemicals needed in water treatment operations.	The chemicals primarily used in water treatment are alum, fluoride, salt, sodium hydroxide, polymer and lime, all which have dramatically increased in price.	52,000	Ongoing
Ranch Operations	Professional Services & Consulting	This request supports the implementation and administration of the new City well permitting ordinance 1778.	This funding is necessary to implement the ordinance approved by the City Council on August 5th, 2020.	15,000	One-time
	Professional Services & Consulting	This request supports the cost of hay cutting and baling at the Bath Ranch. These expenditures may be offset by the revenue from hay sales, which is currently estimated to be \$105,000 per year.	These requests support the activities at the Bath Ranch, which was acquired at the end of FY 2022, after the previous budget cycle. These requests are based on the current analysis and plan for Bath Ranch operations.	60,000	Ongoing
	Building Repair	These requests support the anticipated ongoing maintenance costs of the Bath Ranch.		10,000	Ongoing
	Road Improvements			60,000	Ongoing
	Fence Installation			35,000	Ongoing
	Tools & Supplies			5,000	Ongoing
	Other Improvements			This request supports historical site and structure evaluation as well as survey work at the Bath Ranch. This expense may be offset by grants from the Alliance for Historic Wyoming, Albany County Historical Preservation Board, and the State Historic Preservation Office.	60,000
Water Rights	Horticulture	This request supports Spring fertilization and herbicide application at the Bath Ranch.		60,000	Ongoing
	Horticulture	This request supports weed mitigation at the Bath Ranch. This expenditure may be offset by a \$5,000 Noxious Weed Mitigation Grant from the Albany County Weed & Pest District.	5,000	Ongoing	
	Irrigation	This request supports the cleaning of ditches, turn outs, and slide gates at the Bath Ranch.	20,000	Ongoing	
	Irrigation	This request supports water logger maintenance and replacement.	10,000	Ongoing	
Water Fund Operating Supplementals				\$ 402,300	

Centrally Budgeted Adjustments

This table summarizes centrally budgeted adjustments for Water Fund operations.

Division	Reason for Budget Adjustment	FY 2024	Onetime or Ongoing
Electricity Adjustments			
Pumps and Wells	These accounts may exceed their current FY 2024 appropriations due to forecasted inflation.	27,100	Ongoing
Treatment Plant		13,000	Ongoing
Water Rights		9,500	Ongoing
Natural Gas Adjustments			
Pumps and Wells	These accounts may exceed their current FY 2024 appropriations due to forecasted inflation.	2,300	Ongoing
Gas, Oil, and Lubricants Adjustments			
Treatment Plant	These accounts may exceed their current FY 2024 appropriations due to forecasted inflation.	9,300	Ongoing
Transmission		3,000	Ongoing
Meters		1,600	Ongoing
Water Rights		1,500	Ongoing
Total Centrally Budgeted Adjustments		\$ 67,300	

Personnel Requests

This table details personnel requests for the Water Fund.

Division	Request Title	Description	FY 2024 Request	One time or Ongoing
Water Transmission	Part-time Increase	The Water division is requesting an additional one-time Part-time budget for provisional staff to support the Lead and Copper mandate, as well as operational support during the busy summer season.	22,842	One-time
Water Meters	Part-time Increase		22,842	One-time
Water Treatment	Additional .25 FTE	The Water Fund currently has a .75 FTE authorization that it wishes to recruit at a 1.0 FTE. This request would allow for a future position to be filled at a full time, rather than part time, status, thereby increasing the effectiveness of the position.	11,572	Ongoing
Water Meters	Additional FTE	An existing position in the Water Fund was allocated to the new Ranch Supervisor position upon attrition of a former employee who served both ranch and meter operation. This request restores one position to the meter division, as this division cannot operate at a reduced staffing level.	71,983	Ongoing
Water Division Personnel Requests			129,239	

Capital Projects, Equipment, and Fleet Budgets

Fleet Schedule

The four-year summary schedule for fleet vehicle and equipment replacements is presented below.

Division and Type	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025	FY 2026	Total
Vehicles	\$ 60,026	\$ -	\$ -	\$ 60,026	\$ 143,814	\$ -	\$ 203,840
Equipment	-	-	-	-	-	14,419	14,419
Pumps and Wells Total	60,026	-	-	60,026	143,814	14,419	218,259
Vehicles	-	-	-	-	-	43,250	43,250
Equipment	-	-	-	-	-	-	-
Treatment Plant Total	-	-	-	-	-	43,250	43,250
Vehicles	86,692	-	-	86,692	-	-	86,692
Equipment	-	-	-	-	-	234,988	234,988
Transmission Total	86,692	-	-	86,692	-	234,988	321,680
Vehicles	160,672	-	-	160,672	168,088	177,758	506,518
Equipment	-	-	-	-	-	-	-
Meters Total	160,672	-	-	160,672	168,088	177,758	506,518
Vehicles	59,412	-	-	59,412	-	-	59,412
Equipment	-	-	-	-	-	-	-
Monolith Ranch Total	59,412	-	-	59,412	-	-	59,412
Water Fund Total	\$ 366,802	\$ -	\$ -	\$ 366,802	\$ 311,902	\$ 470,415	\$ 1,149,119

Vehicle Replacements

Adjustments to the current fleet schedule are included below. Please reference the adopted capital investment and construction plan for FY 2023 – FY 2024 for information about future replacements.

Division	Model	Unit #	Description	Mileage	Meter	Purchase Year	Projected Cost	Add on Cost	Trade In \$\$\$	Estimated Total Budget	Repl Year	FY 2023 Rebudget	FY 2024 Adjustment	FY 2024 Adjusted Amount
Meters	F250	333	FORD F250 SD 4X4 EC	79072	MI	2010	\$ 72,480	\$ 1,500	\$ -	\$73,980	2022	\$ 73,980	\$ -	\$ 73,980
Pumps & Wells	F150	NEW (342)	1/2 TON 4X4 PICKUP	74410	MI	2013	59,026	1,000	-	60,026	2023	60,026	-	60,026
Monolith Ranch	F150	345	2009 FORD F150	96003	MI	2009	59,912	1,000	1,500	59,412	2023	59,412	-	59,412
Meters	F250	335	3/4 TON SERVICE TRUCK	56685	MI	2015	76,838	1,500	-	86,692	2023	86,692	-	86,692
Trans & Dist	F350	344	FORD UTILITY TRUCK	2363	HR	2019	78,650	1,500	-	86,692	2023	86,692	-	86,692
Water Fund Vehicles - FY 2024 Adjusted										366,802		366,802	-	366,802

Equipment Schedule

The four-year schedule for routine equipment is detailed below. Descriptions for each item are presented after the summary table.

Equipment Reference	FY 2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted Amount	FY 2025	FY 2026	Equipment Total
Computer Workstation Replacement	\$ 6,000	\$ -	\$ 7,200	\$ -	\$ 7,200	\$ 6,300	\$ 6,300	\$ 19,800
Backup Generator - MOC	-	-	-	25,000	25,000	-	-	25,000
Audio/Video Equipment	2,825	2,825	-	12,500	15,325	-	-	15,325
Administration Total	8,825	2,825	7,200	37,500	47,525	6,300	6,300	60,125
Chlorine Generation Cell Replacement	-	-	13,000	-	13,000	-	-	13,000
Telemetry	30,000	30,000	30,000	-	60,000	-	-	60,000
Air Compressors	-	-	6,600	-	6,600	-	-	6,600
Flow and Level Meters	-	-	-	-	-	-	15,000	15,000
Pumps	62,000	62,000	-	-	62,000	-	-	62,000
Spur Well Backup Generator	-	-	-	-	-	62,000	-	62,000
Pumps and Wells Total	92,000	92,000	49,600	-	141,600	62,000	15,000	218,600
Pumps and Controls	11,000	11,000	-	-	11,000	-	-	11,000
Ozone Treatment Equipment	25,000	25,000	-	-	25,000	-	-	25,000
Filter Media	14,000	14,000	-	-	14,000	-	-	14,000
Treatment Plant Total	50,000	50,000	-	-	50,000	-	-	50,000
Leak Correlator	35,000	-	-	-	-	-	-	-
Transmission Total	35,000	-	-	-	-	-	-	-
Water Fund Total	\$ 185,825	\$ 144,825	\$ 56,800	\$ 37,500	\$ 239,125	\$ 68,300	\$ 21,300	\$ 328,725

Equipment Descriptions

Computer Workstation Replacement

These funds cover workstation replacements in the Water Fund.

Backup Generator – MOC

Purchase and install an automatic backup generator at the Municipal Operations Center for the large vehicle parking building (Building V). Funding split between Water, Wastewater, and Solid Waste.

Audio/Video Equipment

Audio/Video Equipment for the large conference room at the MOC.

Chlorine Generation Cell Replacement

Replacement of the chlorine generation cell.

Chlorine Meters

Replacement schedule for the chlorine meters in the pumps and wells division.

Telemetry

The telemetry replacement schedule is as follows: FY 22 Lime PLC, FY 23 PAC PLC, FY 24 Backwash PLC.

Air Compressors

The replacement of air compressors.

Flow and Level Meters

Replacement of metering systems to measure and control flow within the water systems through the City.

Pumps

Replacement of water pumps in the pumps and wells division.

Spur Well Backup Generator

Backup generator is undersized and cannot maintain constant load requirements. Generator was installed in 1999.

Pumps

Replacement of water pumps and controls in the pumps and wells division.

Ozone Treatment Equipment

Ozone generation equipment is an integral part of the water purification process, and the equipment needs to be replaced periodically due to age and wear.

Filter Media

Replacement of filter media.

Leak Correlator

Replacement for existing equipment use for locating distribution system leaks.

Capital Projects Summary

The table below summarizes the capital project adjustments for FY 2024, as well as the current schedule for FYs 2025-2028 and project budgets to date. [In the electronic document, click on the project name to access project detail.](#)

Project Reference	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025 & FY 2026	FY 2027 & FY 2028	Total Project Budget (All Years)
Administration									
ArcGIS Implementation	\$ 29,118	\$ -	\$ 29,118	\$ -	\$ -	\$ 29,118	\$ -	\$ -	\$ 29,118
Administration Total	29,118	-	29,118	-	-	29,118	-	-	29,118
Meters									
Meter Vault Installation and Replacement	240,000	(89,089)	150,911	60,000	-	210,911	920,000	-	1,220,000
Meters Total	240,000	(89,089)	150,911	60,000	-	210,911	920,000	-	1,220,000
Pumps and Wells									
Wellhead Building Upgrades	1,804,245	(102,352)	1,701,893	-	-	1,701,893	-	-	1,804,245
PRV Installation - Venture Drive	350,000	(47,038)	302,962	-	-	302,962	-	-	350,000
PRV Replacement	371,550	(340,348)	31,202	-	-	31,202	-	-	371,550
Utility Facilities Security Systems (Water)	50,000	-	50,000	-	50,000	100,000	-	-	100,000
41T3 Well - Piping and Treatment	2,672,914	(33,886)	2,639,028	-	-	2,639,028	-	-	2,672,914
PRV Replacement - Bill Nye	400,000	(44,972)	355,028	-	150,000	505,028	-	-	550,000
Turner Wellfield Optimization	100,000	-	100,000	250,000	-	350,000	-	-	350,000
City Springs Property Purchase	799,957	-	799,957	-	-	799,957	-	-	799,957
Pump Station Backup Power - North Side Tank	-	-	-	60,000	-	60,000	600,000	-	660,000
PRV Replacement - Pierce St	-	-	-	400,000	40,000	440,000	-	-	440,000
Wister Pump Replacement	-	-	-	-	-	-	980,000	-	980,000
Low Level Tank Lining	-	-	-	-	-	-	490,000	-	490,000
Hydraulic Grade Line Improvement Zone 2	-	-	-	-	-	-	-	1,000,000	1,000,000
Imperial Heights Pump Replacement	-	-	-	-	-	-	-	25,000	25,000
Pumps & Wells Total	6,548,666	(568,596)	5,980,070	710,000	240,000	6,930,070	2,070,000	1,025,000	10,593,666
Transmission									
North Side Tank & Transmission Lines	21,600,228	(6,232,286)	15,367,942	-	-	15,367,942	-	-	21,600,228
3rd St Utility Rehabilitation - Water	7,582,855	(1,942,950)	5,639,905	-	-	5,639,905	-	-	7,582,855
3rd St & Boswell-Palmer Waterline Repl	300,000	(1,750)	298,250	-	-	298,250	-	-	300,000
20"/24" Crossover	125,000	(12,127)	112,873	-	-	112,873	-	-	125,000
City Wide Utility Survey Project	421,274	(258,549)	162,725	-	-	162,725	-	-	421,274
Bill Nye Waterline	675,000	(42,000)	633,000	-	-	633,000	-	-	675,000
North Campus Water Main	2,121,643	(1,803,243)	318,400	-	-	318,400	-	-	2,121,643
Canby-Iverson Waterline Repl (C-line)	50,000	(43,114)	6,886	500,000	-	506,886	-	-	550,000
Thornburgh Dr. Alleys Priority Repl	150,000	-	150,000	1,150,000	115,000	1,415,000	-	-	1,415,000
19th Street, Bill Nye - Person Priority Repl	440,000	(37,300)	402,700	-	-	402,700	-	-	440,000
Water Main Lining Project	-	-	-	400,000	-	400,000	800,000	700,000	1,900,000
Wyoming Ave Waterline	990,000	(59,852)	930,148	-	-	930,148	-	-	990,000
Municipal Operations Center - Water Fill Station	350,000	-	350,000	-	-	350,000	-	-	350,000
UW Project Coordination	200,000	(127,211)	72,789	-	-	72,789	-	-	200,000
Water Master Plan	2,000,000	(4,000)	1,996,000	-	-	1,996,000	-	-	2,000,000
Downey Renshaw Alley Priority Repl	-	-	-	150,000	-	150,000	1,000,000	-	1,150,000
Sheridan - Kearney Alley Priority Repl	-	-	-	-	-	-	500,000	-	500,000
Zone 1 - 2MG Tank Design	400,000	-	400,000	4,000,000	-	4,400,000	-	-	4,400,000
Grand Ave System Improv - 21st-Wister	-	-	-	400,000	-	400,000	3,600,000	-	4,000,000
Palmer St Priority Repl - 13th to 15th	-	-	-	132,000	-	132,000	-	962,500	1,094,500
Water Oversizing	-	-	-	-	100,000	100,000	-	-	100,000

Capital Projects Summary (cont.)

Project Reference	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025 & FY 2026	FY 2027 & FY 2028	Total Project Budget (All Years)
Fetterman-Spring Creek Alley Priority Repl	-	-	-	52,500	-	52,500	385,000	-	437,500
22nd - 23rd Alley Priority Repl	-	-	-	52,500	-	52,500	385,000	-	437,500
15th Street Priority Repl	-	-	-	-	-	-	75,000	550,000	625,000
Park - Steele Alley Priority Repl	-	-	-	-	-	-	500,000	-	500,000
Iverson Waterline Repl - C Line 9th to 15th	-	-	-	-	-	-	1,375,000	-	1,375,000
North 3rd St - Water Main Loop	-	-	-	-	-	-	300,000	2,000,000	2,300,000
Municipal Operations Center - Chlorination System	-	-	-	-	-	-	300,000	-	300,000
Hillside-Ashley Alley Priority Repl	-	-	-	-	-	-	75,000	500,000	575,000
20th Street Priority Repl	-	-	-	-	-	-	-	625,000	625,000
Downtown Utility Rehabilitation - Water	-	-	-	-	-	-	-	420,000	420,000
Skyline Priority Repl	-	-	-	-	-	-	-	121,500	121,500
6th Street Priority Repl	-	-	-	-	-	-	-	105,000	105,000
Transmission Total	37,406,000	(10,564,382)	26,841,618	6,837,000	215,000	33,893,618	9,295,000	5,984,000	59,737,000
Treatment Plant									
External Ventilation Low Level Tank	375,000	(17,250)	357,750	-	-	357,750	-	-	375,000
Water Treatment Plant PLC Repl	600,000	-	600,000	-	-	600,000	-	-	600,000
Treatment Plant Pipe Lining	-	-	-	50,000	-	50,000	500,000	-	550,000
Water Treatment Plant - Asphalt	-	-	-	-	-	-	275,000	-	275,000
Treatment Plant Total	975,000	(17,250)	957,750	50,000	-	1,007,750	775,000	-	1,800,000
Water Rights & Protection									
Capp Well Drilling	326,546	(4,355)	322,191	-	-	322,191	-	-	326,546
Casper Aquifer Protection Plan Update	200,000	(145,198)	54,802	-	-	54,802	-	-	200,000
Consumptive Use Plan Update	100,000	(6,212)	93,788	-	-	93,788	-	-	100,000
Hazmat Spill Emergency Response Plan	25,000	(12,915)	12,085	-	-	12,085	-	-	25,000
I-80 Monitoring Wells	125,000	-	125,000	-	-	125,000	-	-	125,000
Pioneer Pasture Rehabilitation	50,000	(28,710)	21,290	-	-	21,290	-	-	50,000
Dowlin Headgate Structure	75,000	-	75,000	-	-	75,000	-	-	75,000
Water Rights Petitions	20,000	-	20,000	-	-	20,000	-	-	20,000
Phase 2 Go Forth Project	30,000	-	30,000	-	-	30,000	-	-	30,000
Water Rights & Protection Total	951,546	(197,390)	754,156	-	-	754,156	-	-	951,546
Water Fund Total	\$ 46,150,330	\$ (11,436,707)	\$ 34,713,623	\$ 7,657,000	\$ 455,000	\$ 42,825,623	\$ 13,060,000	\$ 7,009,000	\$ 74,331,330

Capital Project Detail

Detail for the listed capital projects can be found in the pages that follow.

Project # **WTA-CP23-001**
 Project Name **ArcGIS Implementation**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Administration

Account # 510-7010-461-7910 Project Code ENAGIS
 Design Start 05/2023 Constr Start N/A

Description

Total Project Cost: \$29,118

This project, split between three funds, will significantly expand the City's ArcGIS Enterprise capabilities. It will implement a full ArcGIS Enterprise Suite, including setup of all required servers. The project also includes setup and licensing for augmented reality.

Justification

This project will complement the implementation of the Tyler Munis Enterprise Resource Planning Software Suite by providing data to various modules within that product. The augmented reality portion of the project will allow staff to have an improved understanding of the location of utilities and other important information in the field. Proper implementation of ArcGIS Enterprise will enable greater GIS usability across the City, with remote access to City maps via City owned tablets, Utility Network functionality, security updates, and faster data load times. The professional services agreement for this work was awarded by the City Council on 4/4/23.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	29,118	0	0	0	0	29,118	0
Total	Total	29,118	0	0	0	0	29,118	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	29,118	0	0	0	0	29,118	0
Total	Total	29,118	0	0	0	0	29,118	Total

Project # **WTE-CP17-002**
 Project Name **Meter Vault Installation & Replacement**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Meters

Account # 510-7030-461-7900 Project Code WTMMV9
 Design Start 05/2022 Constr Start 03/2024

Description

Total Project Cost: \$1,220,000

Water meter vaults protect the City's large meters, keeping them clean, dry, and secure. Vaults are routinely inspected to assess water infiltration or other maintenance issues in accordance with EPA requirements. At times, the City needs to install a vault in order to accommodate a new meter. Funds requested in FY 2025 project will include design and construction of a vault around the UPRR transmission line to include WY DEQ approval. The FY 2026 project will include design and construction of a vault around the 24" transmission line to include WY DEQ approval.

Justification

The Environmental Protection Agency (EPA) issues standards for the condition of meter vaults. Every three years, the EPA examines a sample of meter vaults when it conducts its sanitary survey. Any vaults with water infiltration are deemed a significant deficiency in the system and require correction. This project helps maintain vaults to EPA standards and keep City assets in good working condition.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
240,000	Construction	0	60,000	460,000	460,000	0	980,000	0
Total	Total	0	60,000	460,000	460,000	0	980,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
240,000	Revenue or Cash Reserves	0	60,000	460,000	460,000	0	980,000	0
Total	Total	0	60,000	460,000	460,000	0	980,000	Total

Project # **WTP-CP17-001**
 Project Name **Wellhead Building Upgrades**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7200 Project Code WTWBLD
 Design Start 12/2019 Constr Start 05/2023

Description

Total Project Cost: \$1,804,245

This project will replace existing wellhead buildings with permanent structures that include remote monitoring and other security features. The City has wellhead buildings at the Pope Springs and Turner Tract sites, and there are six buildings to upgrade. Each building is budgeted at \$150,000, with two buildings to replace per year. \$25,000 per biennium is allocated for security upgrades. The design is complete for four of the buildings. The remaining two buildings are currently being designed. Staff has applied for State ARPA funds to fund a portion of the project.

Justification

The existing wellhead buildings are small fiberglass structures lacking adequate security. The City underwent a Wyoming Department of Homeland Security assessment of its Utility system. Based on the results of this work, the City will install enhanced structures and appropriate security at its wellheads to protect them from contamination, vandalism, trespass and terrorism and to be compliant with WYDEQ and EPA standards.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
650,000	Construction	1,154,245	0	0	0	0	1,154,245	0
Total	Total	1,154,245	0	0	0	0	1,154,245	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
650,000	Grant	0	0	0	0	0	0	0
Total	Revenue or Cash Reserves	1,154,245	0	0	0	0	1,154,245	Total
	Total	1,154,245	0	0	0	0	1,154,245	

Project # **WTP-CP20-001**
 Project Name **PRV Installation - Venture Drive**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code WTPRVV
 Design Start 01/2020 Constr Start 02/2024

Description

Total Project Cost: \$350,000

A new PRV design is approximately 90% complete for the Adams and Venture Drive location. The construction of this project has been delayed as staff is negotiating an easement for the proposed PRV location.

Justification

Pressure reducing vaults manage the pressure and flow of water through the zones of the municipal distribution system. The City's Utility professionals routinely examine system performance to determine the required maintenance and replacement necessary for existing PRVs, as well as the potential for new PRVs to improve distribution and water quality. Currently, the City runs the risk of pulling the existing Pierce Street PRV open when the North Tank Pump Station is pumping. This event would quickly drain the Airport tank.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
50,000	Construction	300,000	0	0	0	0	300,000	0
Total	Total	300,000	0	0	0	0	300,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
50,000	Revenue or Cash Reserves	300,000	0	0	0	0	300,000	0
Total	Total	300,000	0	0	0	0	300,000	Total

Project # **WTP-CP20-002**
 Project Name **PRV Replacement**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code WTPRV2
 Design Start 03/2022 Constr Start 02/2023

Description

Total Project Cost: \$371,550

Funds originally appropriated in FY22 allow for the replacement of the existing Bill Nye PRV. This PRV was evaluated during the Bill Nye reconnaissance study and was scheduled for replacement to accommodate the new Bill Nye roadway. Funds requested in FY24 are for Pierce Street and are needed for the North Tank operations. Currently, the City runs the risk of pulling the existing Pierce Street PRV open when the North Tank Pump Station is pumping. This event would quickly drain the Airport tank.

Justification

Pressure reducing vaults manage the pressure and flow of water through the zones of the municipal distribution system. The City's Utility professionals routinely examine system performance to determine the required maintenance and replacement necessary for existing PRVs, as well as the potential for new PRVs to improve distribution and water quality.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
371,550	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
371,550	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTP-CP21-010**
 Project Name **Utility Facilities Security Systems**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code WTPFSS
 Design Start 04/2021 Constr Start 03/2023

Description

Total Project Cost: \$100,000

The project will provide for the design and implementation of the intrusion alarms and electronic locks. An application for a Homeland Security Grant for \$38,000 (split between the water and wastewater security systems projects) was awarded in 2020. The City of Laramie was provided an extension for the Homeland Security Grant in 2022.

Justification

In February 2019 Homeland Security evaluated the water and wastewater systems. As a result of this evaluation it was recommended that intrusion alarms and electronic locks with remote programmable capabilities, specifically for remote sites, be installed.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
50,000	Other Costs or Studies	0	50,000	0	0	0	50,000	0
Total	Total	0	50,000	0	0	0	50,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
50,000	Grant	0	0	0	0	0	0	0
	Revenue or Cash Reserves	0	50,000	0	0	0	50,000	
Total	Total	0	50,000	0	0	0	50,000	Total

Project # **WTP-CP22-010**
 Project Name **41T3 Well - Piping and Treatment**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code WTP4TP
 Design Start 03/2021 Constr Start 06/2023

Description

Total Project Cost: \$2,672,914

A treatment center will be designed and constructed along 45th Street to address treatment requirements. Piping and connections will be designed and constructed to connect the well and treatment center to the distribution system. This connection will be to the East tank transmission line which will improve capacity and flow in the area for current customers and future development. To maintain serviceability to this treatment center and maintain efficient traffic flow in this area the medians along 45th street will be removed with the construction of this project.

Justification

After the 41T3 well is completed, a treatment center and water lines will need to be constructed to connect the well to the distribution system, improving system supply.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
2,672,914	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
2,672,914	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTP-CP22-012**
 Project Name **PRV Replacement - Bill Nye**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code WTPRVB
 Design Start 11/2022 Constr Start 04/2023

Description

Total Project Cost: \$550,000

This project involves design and construction to relocate and replace the existing Bill Nye pressure reducing valve (PRV) vault. The internal components of the existing PRV are being evaluated to be used in the new PRV structure. Work is being coordinated with the schedule to complete the construction of the new Bill Nye Roadway.

Justification

Pressure reducing valve (PRV) vaults manage the pressure and flow of water through the zones of the municipal distribution system. The City's Utility professionals routinely examine system performance to determine the required maintenance and replacement necessary for existing PRVs, as well as the potential for new PRVs to improve distribution and water quality. This PRV was evaluated during the Bill Nye reconnaissance study and was scheduled for replacement to accommodate the new Bill Nye roadway.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	400,000	150,000	0	0	0	550,000	0
Total	Total	400,000	150,000	0	0	0	550,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	400,000	150,000	0	0	0	550,000	0
Total	Total	400,000	150,000	0	0	0	550,000	Total

Project # **WTP-CP23-010**
 Project Name **Turner Wellfield Optimization**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7910 Project Code WTPTWO
 Design Start 10/2022 Constr Start 07/2023

Description

Total Project Cost: \$350,000

This project will evaluate the Turner Well field and City Springs property operation and allow for upgrades as needed.

Justification

Ensure the increased use of others wells in the aquifer are not affecting the operation of the Turner Wells to ensure water availability during drought.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	100,000	250,000	0	0	0	350,000	
Total	Total	100,000	250,000	0	0	0	350,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
0	Revenue or Cash Reserves	100,000	250,000	0	0	0	350,000
Total	Total	100,000	250,000	0	0	0	350,000

Project # **WTP-CP23-011**
 Project Name **City Springs Property Purchase**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7100 Project Code WTPCSP
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$799,957

The City Springs Property is currently owned by UPRR. The city has major infrastructure including the ten million gallon low level tank located on the property. This project would complete a sale of land from UPRR to the City.

Justification

The City has major Water infrastructure on the City Springs Property.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
500,000	Other Costs or Studies	299,957	0	0	0	0	299,957	0
Total	Total	299,957	0	0	0	0	299,957	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
500,000	Revenue or Cash Reserves	299,957	0	0	0	0	299,957	0
Total	Total	299,957	0	0	0	0	299,957	Total

Project # **WTP-CP24-010**
 Project Name **Pump Station Backup Power - North Tank**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code WTWNSP
 Design Start 02/2024 Constr Start 03/2025

Description

Total Project Cost: \$660,000

The project will include the design and construction of a backup generator for the North Side Tank Pump Station.

Justification

The North Side Tank Project does not address back up power for the North Side Tank Pump Station and this project will provide backup generation.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	60,000	0	0	0	60,000	0
	Construction	0	0	600,000	0	0	600,000	
Total	Total	0	60,000	600,000	0	0	660,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	60,000	600,000	0	0	660,000	0
Total	Total	0	60,000	600,000	0	0	660,000	Total

Project # **WTP-CP24-011**
 Project Name **PRV Replacement - Pierce St**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code WTWPSV
 Design Start TBD Constr Start TBD

Description

Total Project Cost: \$440,000

This project will include the removal and replacement of the existing Pierce Street pressure reducing valve (PRV). Construction may include property purchase, a new vault or building, and internal components for the PRV. Associated roadway repairs will be completed as determined in the design phase of the project.

Justification

Pressure reducing valve (PRV) vaults manage the pressure and flow of water through the zones of the municipal distribution system. The City's Utility professionals routinely examine system performance to determine the required maintenance and replacement necessary for existing PRVs, as well as the potential for new PRVs to improve distribution and water quality. The Pierce Street PRV has been identified for replacement to accommodate the completion of the North Side Tank Project. Currently, the City runs the risk of pulling the existing Pierce Street PRV open when the North Tank Pump Station is pumping. This event would quickly drain the Airport tank.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	440,000	0	0	0	440,000	0
Total	Total	0	440,000	0	0	0	440,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	440,000	0	0	0	440,000	0
Total	Total	0	440,000	0	0	0	440,000	Total

Project # **WTP-CP25-010**
 Project Name **Wister Pump Replacement**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code
 Design Start 02/2025 Constr Start 05/2026

Description

Total Project Cost: \$980,000

The pumps at the Wister pump station will need to be replaced to maintain the pump station's functionality.

Justification

Pumps will need to be replaced due to age and run time. The current hours on the zone 3 pumps ranges from 19,380 to 47,824 hours with an expected life of 60,000 hours. The current hours on the zone 2 pumps range from 8,262 to 30,866 hours with an expected life of 40,000 hours.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	100,000	0	0	100,000	0
	Construction	0	0	0	880,000	0	880,000	
Total	Total	0	0	100,000	880,000	0	980,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	100,000	880,000	0	980,000	0
Total	Total	0	0	100,000	880,000	0	980,000	Total

Project # **WTP-CP26-010**
 Project Name **Low Level Tank Lining**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code
 Design Start Constr Start 02/2026

Description

Total Project Cost: \$490,000

Design and install a liner in the floor of the low level tank. The pressure zone 1 tank will have to be in service in order to take the low level tank out of service.

Justification

The low level tank has had several repairs over the last few years due to cracking occurring in the tank floor creating leaks. The tank is over 70 years old and needs to be lined to rehab the tank. The tank is a critical part of the infrastructure as water cannot be supplied east of 30th St. if the tank is out of service.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	490,000	0	490,000	
Total	Total	0	0	0	490,000	0	490,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
0	Revenue or Cash Reserves	0	0	0	490,000	0	490,000
Total	Total	0	0	0	490,000	0	490,000

Project # **WTP-CP27-010**
 Project Name **Hydraulic Grade Line Improv - Zone 2**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code
 Design Start 11/2026 Constr Start 02/2028

Description

Total Project Cost: \$1,000,000

Installation of an additional tank to raise the water level and increase the hydraulic grade line in zone 2 improving water pressure and flow.

Justification

Because the north and south areas of Zone 2 are close to the maximum elevation of the Zone 2 tanks, pressure and flow are limited due to elevation. In addition the buildings at UW are also an issue due to height reducing flow and pressure at the top of the buildings. This project will increase the height of the Zone 2 tanks to improve pressure and flow in these areas.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	0	100,000	100,000	900,000
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	100,000	100,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	100,000	100,000	900,000
Total	Total	0	0	0	0	100,000	100,000	Total

Project # **WTP-CP28-001**
 Project Name **Imperial Heights Pump Replacement**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Pumps & Wells

Account # 510-7015-461-7900 Project Code
 Design Start 11/2027 Constr Start TBD

Description

Total Project Cost: \$25,000

Rebuild or replace the pumps in the Imperial Heights pump station.

Justification

Pumps need to be replaced due to age and run time. The current hours on the pumps range from 6,777 to 27,400 hours with a life expectancy of 40,000 hours.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	0	0	0	25,000
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	0	0	25,000
Total	Total	0	0	0	0	0	0	Total

Project # **WTS-CP15-009**
 Project Name **North Side Tank & Transmission Lines**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7900 Project Code WTNSTK
 Design Start 05/2016 Constr Start 02/2023

Description

Total Project Cost: \$21,600,228

This project includes the design and construction of approximately 7800 LF of 24" water main, a one million gallon water storage tank (Zone 3) and associated infrastructure. Once complete the project will help address concern in the northern portion of the community including capacity for new development. The project was bid and awarded in 2022 and is anticipated to be completed the summer of 2024.

Justification

The project is vital to the City's ability to provide adequate water service to future residents and businesses, as well as to provide enhancements to the existing water distribution system in north Laramie. The installation of this new water main will help address water pressure and supply issues associated with the north part of Laramie and will encourage development. Currently, northern Laramie is the only zone within the water distribution system without a storage tank.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
15,550,228	Project Design/Engineering	0	0	0	0	0	0	0
Total	Construction	6,050,000	0	0	0	0	6,050,000	Total
	Total	6,050,000	0	0	0	0	6,050,000	

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
15,550,228	Grant	0	0	0	0	0	0	0
Total	Loan	6,000,000	0	0	0	0	6,000,000	Total
	Revenue or Cash Reserves	50,000	0	0	0	0	50,000	
	Total	6,050,000	0	0	0	0	6,050,000	

Project # **WTS-CP19-020**
 Project Name **3rd St Utility Rehabilitation - Water**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code 3RDSTU
 Design Start 07/2019 Constr Start 03/2022

Description

Total Project Cost: \$7,582,855

The design of the 3rd Street Utility Rehabilitation project will encompass the entirety of 3rd Street between Boswell Drive and Superior Court. The construction will address deficiencies in existing water and sewer infrastructure. Phase 1 - FY 2020 - included new valves installed in the downtown area. Phase 1 has been completed. In April of 2021 bids were rejected for phase 2 of this project. Phase 2 will be constructed in FY 2022 and FY 23 construction seasons, anticipated competition by October 2023, replacing old waterlines on 3rd street in the downtown area. WYDOT is planning 3rd Street surface rehabilitation from Curtis to Boswell in 2025.

Justification

This project will complete priority water line and valve improvements necessary in advance of the WYDOT 3rd Street project. The prioritization of work was recommended by the Utility Manager, based on system failures, and will be performed in two phases to ensure WYDOT construction deadlines are met and traffic disruption is minimized.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
7,462,855	Project Design/Engineering	0	0	0	0	0	0	0
Total	Construction	120,000	0	0	0	0	120,000	Total
	Total	120,000	0	0	0	0	120,000	

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
7,462,855	Grant	0	0	0	0	0	0	0
Total	Interfund Project Support	0	0	0	0	0	0	Total
	Revenue or Cash Reserves	120,000	0	0	0	0	120,000	
	Total	120,000	0	0	0	0	120,000	

Project # **WTS-CP19-021**
 Project Name **3rd St & Boswell-Palmer Waterline Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WT BOSW
 Design Start 01/2019 Constr Start 05/2022

Description

Total Project Cost: \$300,000

This project will replace the 6" waterline between Palmer and Boswell Street in the alley between 3rd and 4th Street, which is a known deficiency in the City's water infrastructure. This project was prioritized to support the Poledna development.

Justification

The waterline at this location is in very poor condition, with portions of the line shutoff in order to prevent future breaks. This known deficiency in the City's water infrastructure must be repaired in order to support the Poledna Subdivision and service the 3rd Street and Spring Creek area.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
300,000	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
300,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTS-CP19-024**
 Project Name **20" /24" Crossover**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTL CRO
 Design Start N/A Constr Start 04/2023

Description

Total Project Cost: \$125,000

This project is to connect the 20" and the 24" transmission mains near the west edge of Laramie to improve the hydraulic capacity of treated water transmission mains. Currently, these transmission lines diverge and the connection is planned at a location north of I80 and south of the UW vet lab. A connection with valve was installed during the 20" transmission lining project in anticipation of this project. The design for this project has been completed.

Justification

This connection between the 20" and 24" transmission lines allows operators to address high demand flows in different parts of the water system. The project will have a significant impact to the North Side Tank project by providing additional flow to the area during high demand periods.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
25,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	100,000	0	0	0	0	100,000	
Total	Total	100,000	0	0	0	0	100,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
25,000	Revenue or Cash Reserves	100,000	0	0	0	0	100,000	0
Total	Total	100,000	0	0	0	0	100,000	Total

Project # **WTS-CP20-013**
 Project Name **City-wide Utility Survey Project**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7910 Project Code ENCWUS
 Design Start 04/2022 Constr Start N/A

Description

Total Project Cost: \$421,274

Deliverables for this project include a survey grade accurate Geographic Information System (GIS) map and producing maps for our utility crews which will make them more efficient in the field. Additional funds will address the consultant collecting curb stops and meter pits to be included in the GIS map.

Justification

The purpose of this project is to update paper maps with a more modern utility mapping system.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
421,274	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
421,274	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTS-CP21-002**
 Project Name **Bill Nye Waterline**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTUSBN
 Design Start 08/2020 Constr Start 01/2024

Description

Total Project Cost: \$675,000

This project is for waterline improvements necessary to support the design and construction of Corthell from Whitman to Bill Nye and Bill Nye from Boulder to 19th Street. Construction will include the replacement of 3800 ft of 12" PVC pipe. This project is being coordinated with the construction activities performed to construct the new Bill Nye roadway and is contingent upon the determined project limits of the WYDOT project.

Justification

The construction of Bill Nye Avenue between Boulder Drive and 19th Street will involve regrading of the area to allow for roadway construction. Along the project alignment there are a number of sections that will require fill material to meet grades. These fill sections require the waterline to be adjusted to avoid being buried to a depth that makes maintenance of the line very difficult. These water line adjustments are being made to ensure the water lines can be maintained and accessed for future development.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
50,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	625,000	0	0	0	0	625,000	
Total	Total	625,000	0	0	0	0	625,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
50,000	Revenue or Cash Reserves	625,000	0	0	0	0	625,000	0
Total	Total	625,000	0	0	0	0	625,000	Total

Project # **WTS-CP21-010**
 Project Name **North Campus Water Main**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLNCM
 Design Start 11/2019 Constr Start 05/2021

Description

Total Project Cost: \$2,121,643

The goal of this project is to install a water main extending from the existing infrastructure to the new public works facility to meet the minimum flow requirements to provide adequate fire protection at the north campus site. This project will only address fire flow requirements at the North Campus development. To provide for the future development of North Laramie, an additional water line will be installed at a later date. The installation of the current line will provide for future redundancy, as well as adequate fire flow.

Justification

This water main will be installed to loop the water system feeding the new North Campus Facility. The looped system will then exceed the minimum requirements for fire flow at the facility and allow for development North of Laramie.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
2,062,643	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	59,000	0	0	0	0	59,000	
Total	Total	59,000	0	0	0	0	59,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
2,062,643	Revenue or Cash Reserves	59,000	0	0	0	0	59,000	0
Total	Total	59,000	0	0	0	0	59,000	Total

Project # **WTS-CP21-011**
 Project Name **Canby-Iverson Waterline Repl (C-line)**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLCIW
 Design Start 06/2021 Constr Start 03/2023

Description

Total Project Cost: \$550,000

This project will install water line upgrades to correct existing infrastructure issues and alignment conflicts with the C-Line Sanitary Sewer Project. Multiple segments between Canby and Iverson Streets are scheduled for replacement.

Justification

Locations along the C-Line sanitary sewer alignment will need to be addressed to accommodate the installation of the sewer main and improve the existing water system as the roadway is under construction.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
50,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	500,000	0	0	0	500,000	
Total	Total	0	500,000	0	0	0	500,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
50,000	Revenue or Cash Reserves	0	500,000	0	0	0	500,000	0
Total	Total	0	500,000	0	0	0	500,000	Total

Project # **WTS-CP21-013**
 Project Name **Thornburgh Dr. Alleys Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLPTA
 Design Start 04/2023 Constr Start 04/2024

Description

Total Project Cost: \$1,415,000

The project will replace the water mains within the alleys north and south of Thornburgh Dr. as well as the two alleys that extend North to Sheridan Street.

Justification

The alleys on both sides of Thornburgh Dr. were lined approximately in 2010 with new lining technology with limited success as leaks still occur. The leaks have been manageable and adequately addressed by staff. The lining company has gone out of business and parts are no longer available for repairs. The division has a limited amount of parts on hand for the short term but without repair parts, repairs will not be able to be completed in the near future.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	150,000	0	0	0	0	150,000	0
	Construction	0	1,265,000	0	0	0	1,265,000	
Total	Total	150,000	1,265,000	0	0	0	1,415,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	150,000	1,265,000	0	0	0	1,415,000	0
Total	Total	150,000	1,265,000	0	0	0	1,415,000	Total

Project # **WTS-CP21-014**
 Project Name **19th St, Bill Nye, Person St Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WT19BN
 Design Start 08/2020 Constr Start TBD

Description

Total Project Cost: \$440,000

The project will replace the water line with an 8" water line and is being replaced in coordination with replacement of the sewer line project in the same street. The sewer line project is the B2 Outfall project, which is currently in design. This project is contingent upon the determined project limits of the WYDOT Bill Nye roadway project.

Justification

The water line is scheduled for replacement in association with the B2 Line Repl project previously budgeted. The water line requires replacement due to proximity of the sanitary sewer main scheduled to be replaced. The water line has failed 11 times.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
440,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
440,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTS-CP21-015**
 Project Name **Water Main Lining Project**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLWML
 Design Start 11/2023 Constr Start 04/2025

Description

Total Project Cost: \$1,900,000

This project will provide design, permitting, and construction for the installation of a water main pipe liner at the following locations: 10" at RR crossing under HWY 287, 16" at 1st & Lewis across UPRR, 14" under I-80 West of 15th St., 10" Under Airport Runway, 16" Solider Springs Line under I-80, 10" from Main Lift under the River, 10" under river South of Curtis east of McCue Street.

Justification

This project will install a liner in water lines which cross critical infrastructure where a failure could cause major damage and have a negative economic impact to the area.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	400,000	450,000	350,000	700,000	1,900,000	0
Total	Total	0	400,000	450,000	350,000	700,000	1,900,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	400,000	450,000	350,000	700,000	1,900,000	0
Total	Total	0	400,000	450,000	350,000	700,000	1,900,000	Total

Project # **WTS-CP21-016**
 Project Name **Wyoming Ave Waterline**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTWLSO
 Design Start 01/2021 Constr Start 08/2023

Description

Total Project Cost: \$990,000

The existing ductile iron water mains within Wyoming and Colorado Avenues will be replaced prior to being covered with roadway improvements. This work will include Wyoming Avenue between Johnson Street and Lincoln Street as well as Colorado Avenue from Jefferson Street to Wyoming Avenue. This has been coordinated with the Wyoming Avenue and West Laramie Storm Water Outfall project, and design is nearing completion. The City is applying for ARPA funding for this project.

Justification

As the roadways are paved in West Laramie the utilities are evaluated and replaced when necessary. The water main within Wyoming and Colorado Avenues is aged and needs upgraded to PVC prior to paving.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
990,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
990,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTS-CP21-017**
 Project Name **Municipal Ops Center - Water Fill Station**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7900 Project Code WTLWFS
 Design Start 09/2023 Constr Start 05/2024

Description

Total Project Cost: \$350,000

The project will design and construct a new water fill station at the Municipal Operations Center or alternate location. Improvements will be completed to allow for the removal of the 4th Street fill station.

Justification

The fill station currently located at 4th and Canby will need to be moved after the staff moves to the Municipal Operations Center out north.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	350,000	0	0	0	0	350,000	0
Total	Total	350,000	0	0	0	0	350,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	350,000	0	0	0	0	350,000	0
Total	Total	350,000	0	0	0	0	350,000	Total

Project # **WTS-CP21-018**
 Project Name **UW Project Coordination**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLUWC
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$200,000

This funding is a placeholder so that the City can make improvements to its water system, if necessary, in coordination with University of Wyoming (UW) projects. Exact details of the improvements that might be necessary are unknown at this time, as UW has not submitted plans.

Justification

The University of Wyoming has several large projects planned and underway, including the dormitory project and parking garage. These projects will most likely affect City water lines.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
200,000	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
200,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTS-CP23-012**
 Project Name **Water Master Plan**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7910 Project Code WTLWMP
 Design Start 08/2023 Constr Start N/A

Description

Total Project Cost: \$2,000,000

This project will update the Water Master Plan, including water modeling and treatment plant evaluation. Staff will be applying for WWDC funds to fund this project

Justification

The water master Plan should be updated every 10 years and include water modeling updates.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Other Costs or Studies	2,000,000	0	0	0	0	2,000,000	0
Total	Total	2,000,000	0	0	0	0	2,000,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Grant	1,000,000	0	0	0	0	1,000,000	0
	Revenue or Cash Reserves	1,000,000	0	0	0	0	1,000,000	
Total	Total	2,000,000	0	0	0	0	2,000,000	Total

Project # **WTS-CP23-014**
 Project Name **Downey Renshaw Alley Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLPRA
 Design Start 02/2024 Constr Start 03/2025

Description

Total Project Cost: \$1,150,000

This project will replace the water line with an 8" PVC line in the alley between Downey Street and Renshaw Street from 10th Street to 15th Street. Construction will include replacement of alley surfacing.

Justification

The water line in this segment has experienced 18 failures and is in an alley. When a failure occurs, private property damage has occurred due to flooding.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	150,000	0	0	0	150,000	0
	Construction	0	0	1,000,000	0	0	1,000,000	
Total	Total	0	150,000	1,000,000	0	0	1,150,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	150,000	1,000,000	0	0	1,150,000	0
Total	Total	0	150,000	1,000,000	0	0	1,150,000	Total

Project # **WTS-CP23-015**
 Project Name **Sheridan Kearney Alley Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLPSK
 Design Start 11/2024 Constr Start 04/2026

Description

Total Project Cost: \$500,000

The project will replace the water line with an 8" line and is being prioritized because of the number of failures and the damage caused to private property when the line fails.

Justification

The water line in the alley has failed 9 times and because of the topography tends to flood basements in the area.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	60,000	0	0	60,000	0
	Construction	0	0	0	440,000	0	440,000	
Total	Total	0	0	60,000	440,000	0	500,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
0	Revenue or Cash Reserves	0	0	60,000	440,000	0	500,000
Total	Total	0	0	60,000	440,000	0	500,000

Project # **WTS-CP23-016**
 Project Name **Zone 1 - 2MG Tank**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7900 Project Code WTLZ1T
 Design Start 03/2023 Constr Start 05/2024

Description

Total Project Cost: \$4,400,000

The project will include the design, WY DEQ plan approval, and construction of a 2 million gallon tank. WWDC/SRF funding is recommended as a potential funding source. This tank will facilitate future north south transmission capacity work that is required, while also allowing for flexibility in construction and phasing of future projects and development.

Justification

This project will add a 2 million gallon tank to the water system for additional storage and supply and to provide a back up to the 8 million gallon tank. The construction of this tank will allow the 8 million gallon tank to be taken out of service for maintenance and repairs. Recent design work demonstrated a shortfall in transmission capacity to the North Tank Pump Station. The proposed tank is the most efficient remedy to address this shortfall.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	400,000	0	0	0	0	400,000	0
	Construction	0	4,000,000	0	0	0	4,000,000	
Total	Total	400,000	4,000,000	0	0	0	4,400,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Grant	0	0	0	0	0	0	0
	Loan	268,000	3,732,000				4,000,000	
	Revenue or Cash Reserves	132,000	268,000	0	0	0	400,000	
Total	Total	400,000	4,000,000	0	0	0	4,400,000	Total

Project # **WTS-CP24-010**
 Project Name **Grand Ave System Improv - 21st-Wister**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLGSI
 Design Start 11/2023 Constr Start 10/2025

Description

Total Project Cost: \$4,000,000

The project is located on Grand Ave. from 21st Street to the Wister pump station and addresses replacing two lines. Each line is approximately 3,700' in length and the project would replace approximately 7,400' of pipe. The project will include excavation, pipe replacement and surface restoration. The current \$3.6 million estimate for construction includes both phases of the project, which will be from 30th to Wister Pump Station in FY26 and 21st to 30th in FY28.

Justification

The 14" line needs to be upsized to a 30" line to provide additional water supply to Zone 1 and the 16" line needs to be upsized to a 24" line to improve water supply to Zone 2. This project was a recommendation from the 2015 Water Master Plan, and State Revolving Funds (SRF) are a potential funding source.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	400,000	0	0	0	400,000	0
	Construction	0	0	0	3,600,000	0	3,600,000	
Total	Total	0	400,000	0	3,600,000	0	4,000,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	400,000	0	3,600,000	0	4,000,000	0
Total	Total	0	400,000	0	3,600,000	0	4,000,000	Total

Project # **WTS-CP24-013**
 Project Name **Palmer St Priority Repl - 13th to 15th**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLPPS
 Design Start 02/2024 Constr Start 03/2026

Description

Total Project Cost: \$1,094,500

This project will replace the water main within Palmer Street between 13th Street and 15th Street, in coordination with the Palmer Street Reconstruction project.

Justification

The replacement of this water line is being coordinated due to the scheduled roadway repairs in Palmer between 9th Street and 17th Street. The section of water main between 13th Street and 15th Street has a high break history and should be replaced.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	132,000	0	0	0	132,000	0
	Construction	0	0	0	0	962,500	962,500	
Total	Total	0	132,000	0	0	962,500	1,094,500	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	132,000	0	0	962,500	1,094,500	0
Total	Total	0	132,000	0	0	962,500	1,094,500	Total

Project # **WTS-CP24-014**
 Project Name **Water Oversizing**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Treatment Plant

Account # 510-7025-461-7304 Project Code WTOS24
 Design Start Constr Start

Description Total Project Cost: \$100,000
 Oversizing Reimbursement estimated at \$100,000 for the Indian Heights Development.

Justification
 UDC allows developers to request oversizing reimbursements.

Expenditures	2023	2024	2025	2026	2027	Total	Future
Construction	0	100,000	0	0	0	100,000	0
Total	0	100,000	0	0	0	100,000	Total

Funding Sources	2023	2024	2025	2026	2027	Total	Future
Donations or Contributions		100,000				100,000	0
Revenue or Cash Reserves	0		0	0	0	0	Total
Total	0	100,000	0	0	0	100,000	

Project # **WTS-CP25-010**
 Project Name **Fetterman Spring Creek Alley Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLFSC
 Design Start 02/2024 Constr Start 04/2025

Description Total Project Cost: \$437,500
 The project will replace the water line within the Fetterman - Spring Creek alley between 5th Street and 7th Street including the spur extending south toward Spring Creek Drive. Construction will include replacement of alley surfacing.

Justification
 The water line in this alley has failed 10 times and tends to flood local residences because of the topography of the area.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	52,500	0	0	0	52,500	0
Total	Construction	0	0	385,000	0	0	385,000	Total
	Total	0	52,500	385,000	0	0	437,500	

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	52,500	385,000	0	0	437,500	0
Total	Total	0	52,500	385,000	0	0	437,500	Total

Project # **WTS-CP25-011**
 Project Name **22nd - 23rd Alley Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code WTLP22
 Design Start 02/2024 Constr Start 04/2025

Description

Total Project Cost: \$437,500

The project will replace the water line within the 22nd - 23rd alley between Sheridan Street to Spring Creek. Construction will include replacement of alley surfacing.

Justification

The water line in this alley has failed 10 times and tends to flood private property because of the topography of the area.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	52,500	0	0	0	52,500	0
	Construction	0	0	385,000	0	0	385,000	
Total	Total	0	52,500	385,000	0	0	437,500	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	52,500	385,000	0	0	437,500	0
Total	Total	0	52,500	385,000	0	0	437,500	Total

Project # **WTS-CP25-012**
 Project Name **15th Street Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code
 Design Start 02/2026 Constr Start 04/2027

Description

Total Project Cost: \$625,000

The project will replace the water line with a 12" in 15th Street between Gibbon Street and the Canby - Harney Alley. The 12" line is part of ongoing projects to improve water flow across the city in the north-south direction.

Justification

The water line in 15th St. has failed 9 times and is located in an arterial street. When the line fails near the 15th and Harney intersection, the detour for Harney is significant.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	75,000	0	75,000	0
	Construction	0	0	0	0	550,000	550,000	
Total	Total	0	0	0	75,000	550,000	625,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	75,000	550,000	625,000	0
Total	Total	0	0	0	75,000	550,000	625,000	Total

Project # **WTS-CP25-015**
 Project Name **Park-Steele Alley Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code
 Design Start 11/2024 Constr Start 04/2026

Description

Total Project Cost: \$500,000

The water main will be replaced and upsized in the Park - Steele Alley between 15th Street and 16th Street. This project will be coordinated with the Wastewater Fund project, Priority Sewer Rehab - Park-Steele Alley.

Justification

The water line in this alley has failed 15 times and tends to flood private property because of the topography of the area. The length of this segment is 4 blocks.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	60,000	0	0	60,000	0
	Construction	0	0	0	440,000	0	440,000	
Total	Total	0	0	60,000	440,000	0	500,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
0	Revenue or Cash Reserves	0	0	60,000	440,000	0	500,000
Total	Total	0	0	60,000	440,000	0	500,000

Project # **WTS-CP25-017**
 Project Name **Ivinson Waterline Repl - Cline 9th to 15th**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code
 Design Start 11/2024 Constr Start 02/2026

Description

Total Project Cost: \$1,375,000

This project will replace and upsize the old water line in coordination with sewer and street repairs.

Justification

This project is being performed in coordination with sewer and street repairs.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	125,000	0	0	125,000	0
	Construction	0	0	0	1,250,000	0	1,250,000	
Total	Total	0	0	125,000	1,250,000	0	1,375,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	125,000	1,250,000	0	1,375,000	0
Total	Total	0	0	125,000	1,250,000	0	1,375,000	Total

Project # **WTS-CP26-013**
 Project Name **North 3rd St - Water Main Loop**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code
 Design Start 11/2025 Constr Start 03/2027

Description

Total Project Cost: \$2,300,000

The project will include design and construction of the water line to include WYDEQ approval and compliance with state and local regulations.

Justification

This project is necessary to provide for a water line from the Municipal Operations Center back to the distribution system to eliminate a dead end water line.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	300,000	0	300,000	0
	Construction	0	0	0	0	2,000,000	2,000,000	
Total	Total	0	0	0	300,000	2,000,000	2,300,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	300,000	2,000,000	2,300,000	0
Total	Total	0	0	0	300,000	2,000,000	2,300,000	Total

Project # **WTS-CP26-014**
 Project Name **Municipal Ops Center - Chlorination System**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7900 Project Code
 Design Start 01/2026 Constr Start 05/2026

Description

Total Project Cost: \$300,000

The project will include the design and construction of a chlorination system to include WYDEQ approval.

Justification

This project is necessary to install a chlorination system at the Municipal Operations Center to address possible additional disinfection of the water system if development occurs nearby.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	300,000	0	300,000	0
Total	Total	0	0	0	300,000	0	300,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	300,000	0	300,000	0
Total	Total	0	0	0	300,000	0	300,000	Total

Project # **WTS-CP26-015**
 Project Name **Hillside-Ashley Alley Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code
 Design Start 02/2026 Constr Start 04/2027

Description

Total Project Cost: \$575,000

This project will design and replace existing water line with the replacement of the sewer line at the following locations: Hillside-Holliday, LaPrele-Bonneville, Bonneville-Hillside, Hillside-Ashley Alley.

Justification

This line has had 8 repairs and is next on the replacement list.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	75,000	0	75,000	0
	Construction	0	0	0	0	500,000	500,000	
Total	Total	0	0	0	75,000	500,000	575,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
0	Revenue or Cash Reserves	0	0	0	75,000	500,000	575,000
Total	Total	0	0	0	75,000	500,000	575,000

Project # **WTS-CP27-001**
 Project Name **20th St Priority Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7350 Project Code
 Design Start 02/2027 Constr Start 03/2028

Description

Total Project Cost: \$625,000

The water main will be replaced and upsized in 20th Street between Grand Avenue and Rainbow Avenue.

Justification

The water line in this street has failed 14 times and is 3 blocks in length.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	0	75,000	75,000	550,000
Total	Total	0	0	0	0	75,000	75,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	75,000	75,000	550,000
Total	Total	0	0	0	0	75,000	75,000	Total

Project # **WTS-CP27-016**
 Project Name **Downtown Utility Rehab Water**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7900 Project Code
 Design Start 01/2027 Constr Start 01/2028

Description

Total Project Cost: \$420,000

This project will evaluate, design and upsize the existing water mains in downtown.

Justification

The International Fire Code has updated its requirements for fire suppression. The existing water mains located in downtown Laramie are undersized to accommodate the new IFC requirements. With proposed street work for the downtown area the water mains will need to be upsized.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	0	100,000	100,000	320,000
Total	Total	0	0	0	0	100,000	100,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	100,000	100,000	320,000
Total	Total	0	0	0	0	100,000	100,000	Total

Project # **WTS-CP28-001**
 Project Name **Skyline Priority Replacement**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7900 Project Code
 Design Start 02/2027 Constr Start TBD

Description

Total Project Cost: \$121,500

The project will replace approximately 1100 feet of 10" water line. The project would start at approximately Soldier Springs Rd. and connect to existing PVC approximately 1/2 block east of 8th St.

Justification

This line segment has had 6 failures as the result of external corrosion and impacts a significant number of customers.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	0	0	0	121,500
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	0	0	121,500
Total	Total	0	0	0	0	0	0	Total

Project # **WTS-CP28-002**
 Project Name **6th Street Priority Replacement**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Transmission

Account # 510-7025-461-7900 Project Code
 Design Start 02/2027 Constr Start TBD

Description

Total Project Cost: \$105,000

The project will remove and replace approximately 900' of 10" water line from Skyline Rd. to approximately 1/2 block north of Plaza Lane.

Justification

This line segment has had 15 failures as the result of significant exterior corrosion and is in poor condition.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	0	0	0	105,000
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	0	0	105,000
Total	Total	0	0	0	0	0	0	Total

Project # **WTT-CP19-002**
 Project Name **External Ventilation Low Level Tank**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Treatment Plant

Account # 510-7020-461-7900 Project Code WTPEVT
 Design Start 01/2020 Constr Start 05/2022

Description

Total Project Cost: \$375,000

This project will construct a new ventilation system, including motorized ventilation fans and filters, at the low level reservoir. This system will remove condensing moisture from the tank head space to prevent corrosion to the roof structure, and will also lower disinfection by-products in the water. The design for this project includes the addition of heating to the reservoir. The installation of the heating requires that the City owns the property and the completion of this construction will follow the City's purchase of City Springs.

Justification

This tank is only passively ventilated at present and condensation on the steel is causing corrosion. By removing the condensing moisture from the tank head space the corrosion to the roof structure can be slowed down. Properly designed ventilation can also lower disinfection by-products in the water.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
375,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
375,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTT-CP23-010**
 Project Name **Water Treatment Plant PLC Repl**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Treatment Plant

Account # 510-7020-461-7900 Project Code WTPPCL
 Design Start 07/2022 Constr Start 01/2023

Description

Total Project Cost: \$600,000

The nine programmable logic controllers at the water treatment plant provide data for water treatment to include bacteria removal and chemical dosing demands are reaching the end of their usual life and need to be upgraded. This project is to be coordinated with and completed after the water master plan is done.

Justification

The programmable logic controllers are reaching the end of their useful life and need to be replaced.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Equipment	600,000	0	0	0	0	600,000	0
Total	Total	600,000	0	0	0	0	600,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	600,000	0	0	0	0	600,000	0
Total	Total	600,000	0	0	0	0	600,000	Total

Project # **WTT-CP24-001**
 Project Name **Water Treatment Plant Pipe Lining**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Treatment Plant

Account # 510-7020-461-7900 Project Code WTPTPL
 Design Start 07/2023 Constr Start 03/2024

Description

Total Project Cost: \$550,000

The project will line old and deteriorating water lines under the treatment plant to extend their useful life and will be coordinated with other pipe lining projects being bid.

Justification

Old lines under the treatment plant cannot be removed and replaced without building demolition

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	50,000	500,000	0	0	550,000	0
Total	Total	0	50,000	500,000	0	0	550,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	50,000	500,000	0	0	550,000	0
Total	Total	0	50,000	500,000	0	0	550,000	Total

Project # **WTT-CP25-001**
 Project Name **Treatment Plant Asphalt**

Department Water
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Water - Treatment Plant

Account # 510-7020-461-7900 Project Code WTPARR
 Design Start 07/2024 Constr Start 03/2025

Description

Total Project Cost: \$275,000

The project will design and install asphalt at the water treatment plant.

Justification

This project is necessary to place asphalt at the water treatment plant at locations where chemical delivery trucks are required to travel. The existing surface is gravel and poses issues with access and snow removal.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	275,000	0	0	275,000	0
Total	Total	0	0	275,000	0	0	275,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	275,000	0	0	275,000	0
Total	Total	0	0	275,000	0	0	275,000	Total

Project # **WTW-CP12-003**
 Project Name **Capp Well Drilling**

Department Water
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category Water - Water Rights

Account # 510-7040-461-7900 Project Code WTCAP9
 Design Start 07/2019 Constr Start 10/2019

Description

Total Project Cost: \$326,546

Protection of the Casper Aquifer relies upon investigation and monitoring. The City plans to drill additional monitoring wells to be able to conduct water quality testing to detect elevated nitrate levels that could be a threat to the City municipal water supply. It is anticipated that the CAPP update will identify needed groundwater monitoring locations along the western boundary of the APO, around the existing southern municipal wellfields and potential future groundwater development areas.

Justification

Administrative Goal - Maintain City-wide Infrastructure Improvement Program as Adopted in the Waster Master Plan

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
326,546	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
326,546	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTW-CP20-002**
 Project Name **Casper Aquifer Protection Plan Update**

Department Water
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category Water - Water Rights

Account # 510-7040-461-7910 Project Code WTCAPU
 Design Start 07/2019 Constr Start N/A

Description

Total Project Cost: \$200,000

This project will update the Casper Aquifer Protection Plan. The update will consolidate the information learned since 2008 when the last plan was written. The City will consult with the County to identify potential collaborative opportunities during this update.

Justification

Casper Aquifer Protection Plan update is recommended by WYDEQ and is a City Council Goal. Milestone #1 - Environmental Stewardship: Governing body will initiate discussion with Albany County Board of Commissioners, Environmental Advisory Commission, and Laramie residents concerning joint city-county technical update of the 2008 CAPP.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
200,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
200,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTW-CP20-005**
 Project Name **Consumptive Use Plan Update**

Department Water
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category Water - Water Rights

Account # 510-7040-461-7910 Project Code WTCUPU
 Design Start 07/2021 Constr Start N/A

Description

Total Project Cost: \$100,000

This multi-year project includes preparation of an RFQ to hire a consultant to plan development and implementation of potentially significant on-the-ground improvements to our current consumptive use plan to the significant benefit of the future municipal water transfer.

Justification

Consumptive use is a critical point of evaluation in the State's determination of the municipal water transfer amount. Identified by the 2018 Dowlin water rights petition, the consumptive use plan needs to be updated to match the current State demands for a municipal transfer and better position the City to be able to react to changing future standards.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
50,000	Other Costs or Studies	50,000	0	0	0	0	50,000	0
Total	Total	50,000	0	0	0	0	50,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
50,000	Revenue or Cash Reserves	50,000	0	0	0	0	50,000	0
Total	Total	50,000	0	0	0	0	50,000	Total

Project # **WTW-CP21-001**
 Project Name **Hazmat Spill Emergency Response Plan**

Department Water
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category Water - Water Rights

Account # 510-7040-461-7910 Project Code WTHSER
 Design Start 07/2020 Constr Start N/A

Description

Total Project Cost: \$25,000

This project will hire a professional consulting firm to write an emergency response plan using the results from the Telephone Canyon Study. This plan will include potential actions necessary at Pope and Soldier Springs in the event of an I-80 hazmat spill.

Justification

This plan has been requested by first responders (LEPC) and City staff in the event of I-80 hazmat spill.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
25,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
25,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTW-CP21-002**
 Project Name **I-80 Monitoring Wells**

Department Water
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category Water - Water Rights

Account # 510-7040-461-7900 Project Code WTI80W
 Design Start N/A Constr Start 07/2020

Description

Total Project Cost: \$125,000

This project will hire a well driller and professional geologist to drill and equip two monitor wells along the I-80 right-of-way. A joint project with Albany County and WYDOT is anticipated, with each organization contributing financially. The County specifically has matching SPT funds earmarked for this project.

Justification

As recommended by the Casper Aquifer Protection Plan and the I-80 study, monitor wells are needed to assess water quality and protect the municipal water supply.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
125,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
125,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTW-CP21-004**
 Project Name **Pioneer Pasture Rehabilitation**

Department Water
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category Water - Water Rights

Account # 510-7040-461-7900 Project Code WTPPRE
 Design Start 07/2020 Constr Start 07/2021

Description

Total Project Cost: \$50,000

In a multi-year process, design a management and remediation plan for the highly alkaline soil in the Pioneer Pasture. After planning is complete, install infrastructure and on-the-ground improvements so that the City can ensure proper range management, efficient irrigation, and effective water control. The first phase of rehabilitation work included repairing the irrigation infrastructure from the Pioneer Canal using a small water project grant from WWDC.

Justification

To rehabilitate unused water rights and exhibit good stewardship, Council Resolution 2017-56, and Ranch Advisory Committee ranch management goals & objectives.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
50,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
50,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTW-CP22-001**
 Project Name **Dowlin Headgate Structure**

Department Water
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category Water - Water Rights

Account # 510-7040-461-7900 Project Code WTDOWH
 Design Start N/A Constr Start 07/2021

Description

Total Project Cost: \$75,000

This project will remove and replace existing concrete structure at the Dowlin head gate structure. This structure is shared with the Bath Ranch.

Justification

Water management is difficult at this head gate, which creates negative impacts for consumptive use. The current head gate structure has deteriorated to the point where a critical failure is possible.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
50,000	Construction	25,000	0	0	0	0	25,000	0
Total	Total	25,000	0	0	0	0	25,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
50,000	Revenue or Cash Reserves	25,000	0	0	0	0	25,000	0
Total	Total	25,000	0	0	0	0	25,000	Total

Project # **WTW-CP22-002**
 Project Name **Water Rights Petitions**

Department Water
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category Water - Water Rights

Account # 510-7040-461-7910 Project Code WTWRPT
 Design Start N/A Constr Start 07/2021

Description

Total Project Cost: \$20,000

Consultant will survey, make maps, draft petitions and present to the State Board of Control for approval. This work is required by statute after improvements to the GoForth reservoir and the surrounding pastures and irrigation structure are complete.

Justification

Goforth Reservoir water rights permits need to be petitioned before the State Board of Control after improvements are complete because the City will have made significant changes in irrigation infrastructure and reservoir storage.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
20,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
20,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WTW-CP22-003**
 Project Name **Phase 2 Go Forth Project**

Department Water
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category Water - Water Rights

Account # 510-7040-461-7910 Project Code WTGOFO
 Design Start N/A Constr Start 3/2023

Description

Total Project Cost: \$30,000

This project will provide valuable wildlife habitat below the Goforth reservoir at Monolith Ranch. Ducks Unlimited, a national conservation nonprofit, has obtained additional funding for the project through a North American Wildlife Conservation Act grant.

Justification

In 2018, the City committed to providing \$30,000 to Ducks Unlimited to restore hay meadows below the Goforth Reservoir.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
30,000	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

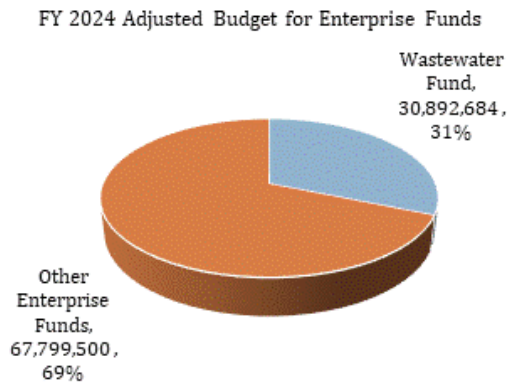
Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
30,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Wastewater Fund

A Description of the Fund

The Wastewater Fund is one of the City’s three Enterprise Funds, and it accounts for operations and infrastructure maintenance and development for the wastewater utility. Enterprise Funds operate as self-supporting financial entities funded by user service charges and other revenue sources.

As the chart below illustrates, the Wastewater Fund adjusted budget accounts for 31% of the total budget for all Enterprise Funds.



Wastewater Utility Activities

The Wastewater Utility Division is responsible for the collection and treatment of wastewater generated within Laramie. Responsibilities include the maintenance of the wastewater collection system, consisting primarily of pipes and manholes, along with the operation of the wastewater treatment plant, and the operation and maintenance of lift stations (pumps) and a system of outfall lines. Water quality requirements as promulgated by the US Environmental Protection Agency under terms of the Clean Water Act of 1972, as amended must be met on a continuing basis.

The wastewater utility has the following divisions, which represent key activities:

Administration
Collection
Treatment Plant
Biosolids
Industrial Pretreatment
Lift Station

FY 2023 Accomplishments toward Council Goals

- Have and will continue to pursue funding through ARPA, SRF and MRG available grant and loan funding sources.
- Partnered with City of Laramie GIS and Engineering on mapping and attribute identification to improve technology and efficiencies in manhole field identification. This project is 90% complete.

FY 2023 Accomplishments toward Management Goals

- Continuation of plant upgrade project, combining power efficiencies, backup generation, reduced costs, and City savings. At completion, this will provide back-up power to the entire plant, an overall 20% energy savings.
- Continue partnership on GIS projects and staff education to provide City centralized shared data.

Objectives for FY 2024

- Continue the pursuit of efficiencies and enhanced software utilization with the addition of an IPP program solution
- Continued partnership on GIS projects and staff education to provide City centralized and shared data.
- Assist with the design of the West Laramie Main Lift Station project
- Completion of plant upgrade project
- Continue assisting with Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.
- Complete analysis to update rate structure and revenue requirements necessary to maintain and improve Utility systems.

Wastewater Fund Financial Position

Overview and Rates

The Wastewater Fund is in stable financial condition, with major infrastructure initiatives proceeding as planned.

Raftelis Financial Consultants (RFC) completed the most recent ten-year cost of service analysis based on information provided by City staff members in FY 2022. This analysis determined the cost of providing sewer services to each customer class and provided guidance for rate design. In December 2021, the City Council approved an overall revenue adjustment of 4% effective in 2022 and 4.0% effective in 2023. The revenue requirement will be evaluated again in the FY 2025 – FY 2026 biennium.

Budget Basis

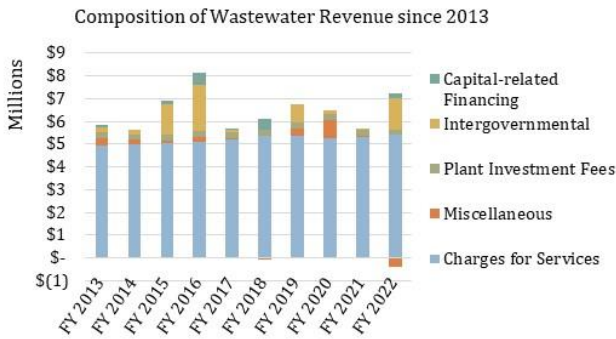
The Wastewater Fund is reported on an accrual basis of accounting in the City's ACFR. However, this basis of accounting does not reflect expendable resources as effectively as the modified accrual basis. For purposes of analyzing financial condition, the City converts financial data into an estimate of the modified accrual basis of accounting, which is a better measure of available resources.

Financial Trends

The key to managing financial position in the Enterprise Funds is to set rates using long-term financial plans and a fair rate structure that accounts for both operating needs and infrastructure improvements. The emphasis shifts to determining the necessary level of resources for the Fund and the rates required to sustain it. The City does not rely on intergovernmental revenue sources for its Enterprise Funds – except for limited capital-related financing.

Revenue Trends

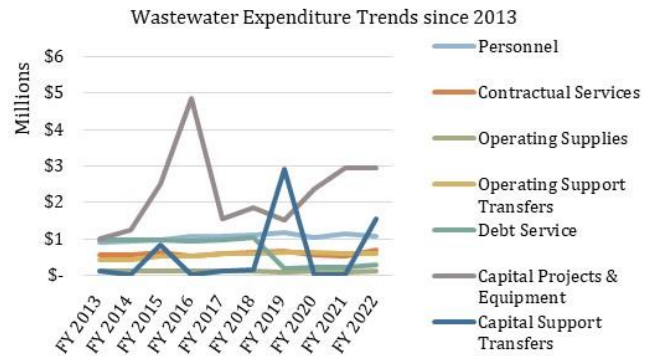
Since FY 2013, revenue from wastewater charges has grown by about \$0.5 million due to long-term financial planning. As the chart below illustrates, service charges are the largest revenue source for the wastewater operation. Prior to developing a long-term financial strategy, this revenue source was not sufficient to meet operating and capital requirements.



By approving the 2010 SPT tax, which contained over \$6.0 million in sewer lines, citizens contributed much needed infrastructure funding and mitigated the overall revenue requirement for the wastewater utility. User rates benefited from this tax, and much smaller increases have been enacted by the Council than were originally forecast when long term planning began in 2010.

Expenditure Trends

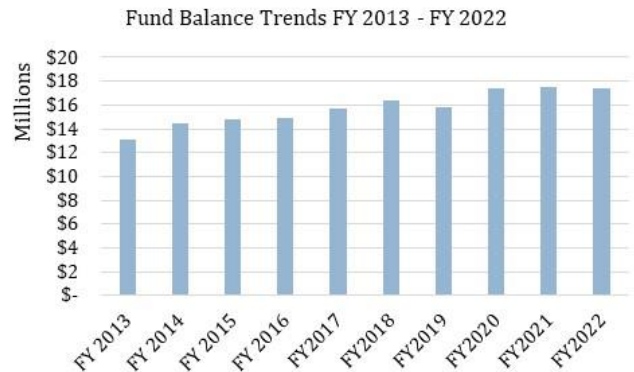
City management has been attentive to controlling operating costs. As the following chart illustrates, capital project and equipment expenditures make up most of this Fund's outflows. There has been long-term stability in other types of expenditures.



The FY 2016 peak in capital spending was mostly due to the South Laramie Sewer project, however the C-line project on Hancock to Canby and the Duna Drive replacement were also completed. Capital support transfers increased sharply in FY 2019 and FY 2022 due to the funding required for the Municipal Operations Center. Trends indicate year-to-year stability in other expenditure types.

Fund Balance Trends

The net increase in fund balance (currently available resources) each period is the approximate amount of infrastructure reserve generated by transactions that fiscal year. Of course, this reserve does not simply build up – it is generated due to long-term rate planning and is allocated to specific capital projects. Reserve levels are reviewed prior to rate recommendations each biennium. Current reserves are reflected in the ten-year financial plan and are used to help control future rate increases.



The Wastewater Fund’s available reserves comply with the policy to retain three to six months of expenditures in reserve. Unassigned fund reserves have remained relatively consistent in the Wastewater Fund during the past five years. There has been an increase in assigned funds with an increase in project rebudgets.

	Unassigned Fund Balance (in millions)	Restricted, Committed, or Assigned Fund Balance (in millions)	Months in Unassigned Reserve
FY 2018	2.94	13.23	6.4 months
FY 2019	2.28	15.89	3.8 months
FY 2020	1.90	15.41	4.7 months
FY 2021	2.17	15.37	4.6 months
FY 2022	3.22	14.09	5.3 months

Budget Summary

The budget summary provides an overview of how the City will balance its budget. The gap between forecasted revenue and appropriations is covered by reserves. Fund reserves are primarily used to balance non-recurring expenditures, like capital or one-time appropriations. The Administrative Services (AS) Director and Chief Operating Officer (COO) forecast available reserves yearly, and the City Manager reduces expenditures that exceed forecasted revenue and available reserves until the budget is in balance. When forecasting reserves, the AS Director and COO ensure that minimum reserve requirements remain intact.

FY 2024 Adjusted Budget Summary

Forecasted Revenue	\$22,984,549
Rebudget Reserves	<u>7,302,638</u>
Total Available Resources	30,287,187
Budgeted Expenditures	(30,892,684)
Adjust Depreciation (Non-Cash)	2,520,167
Projected Increase (Decrease) in Capital Reserve	\$1,914,670

FY 2022 Summary & FY 2023 Projections

FY 2022 Summary

Wastewater Fund service charges grew by around 2% between FYs 2022 and 2021. This change was due to a 4% overall rate changes enacted by the City Council and effective in January 2022. Operating expenses increased 10% or around \$167,000 due to a greater volume of expenses, rather than purely inflationary factors. Additional contractual work was performed in FY 2022 and there was also great repair and maintenance supply costs.

In total, financial activity in the Wastewater Fund continues to be on target with the City’s long term financial plan for the utility.

FY 2023 Projections

The City expects to see continued growth in wastewater charges due to the rate increases adopted by the Council in December 2021; an overall 4.0% increase took effect in January 2023. Staff have pursued multiple capital funding sources for projects to offset rate impacts in accordance with Council goals and management objectives. Overall, revenue totals are in line with planned amounts for FY 2023.

Capital projects are experiencing inflationary amendments just like in other City funds. This restraint is being managed by prioritizing projects or phases as necessary. In total, operating costs are expected to be on target for FY 2023.

Wastewater Fund Revenue

Description of Major Revenue Sources

Charges for Services

Cost of service in Wastewater is determined using the full cost recovery rate structure, unless grant funding is available to offset rate payer fees. Types of charges for services revenue include wastewater charges, general fees, and plant investment fees.

State Loan and Investment Board (SLIB)

Cities and towns in Wyoming are eligible for SLIB funding to improve fixed asset or public service facilities, alleviate an emergency that poses an immediate and direct threat to the health, safety, and welfare of the citizens, develop solid waste facilities, or foster investment in transportation.

State Revolving Funds (SRF) loans (Drinking Water and Clean Water) are used for eligible Utility Fund projects. While these funds are distributed by SLIB, they are federal in nature. Principal forgiveness up to 25% is available. Certain projects qualify for Green funding, with a 0% interest rate.

SLIB grants and loans are used for City capital projects. During the budget process the City estimates the contribution of SLIB money based on grant stipulations, available match funding, and the amount of money the requesting department requests in the application process.

West Laramie Wastewater Lift Station Application

Current infrastructure at the West Laramie wastewater main lift station is reaching the end of its serviceable life. As a response to this, funds were budgeted for design of a new West Laramie wastewater main lift station. City staff developed a scope of work which included determination of a location to construct the new lift station, determination

and design of either removal or abandonment of the existing lift station, and design of the new lift station including the following features: one bar screen with an overflow channel, one washer compactor, a pumping system that utilizes vacuum priming or other methods to minimize pump depth and improve serviceability, an automated public septage dump station, integrated communications (SCADA) equipment, overall increased pumping capacity to accommodate future development, integration into the existing backup generator system or the addition of a new backup generator system, and bypass pump connections. The design contract was awarded by City Council in April 2023. City staff is anticipating to reach the 60% design phase in the fall of 2023 which will provide us with a construction cost estimate. That estimate will be utilized to apply for a Clean Water State Revolving Fund. Staff will request principal forgiveness and/or a reduced interest rate for the loan.

Federal Infrastructure Funding

American Rescue Plan (ARP) Act

In September 2021, the City Council allocated \$4.0 million of ARP funding – 71% of the total amount to be received - to water and wastewater line projects. Allocation of this funding helped lower the necessary rate increases adopted in January 2022 for the City’s respective utility services.

The City has submitted applications for additional ARP funding passed through the State of Wyoming. At the 2022 budget session, the Wyoming legislature passed an act specifying \$334 million in ARP funding appropriations to various eligible programs. Water and wastewater projects were clearly allowed under the enrolled act. SLIB is administering \$50 million for local government support projects and \$50 million for water and sewer projects. The City has received an award for one wastewater project to date; more detail is included on the capital revenue table.

Forecasted Wastewater Fund Revenue

The table below presents actual revenue for two years, year-to-date totals for FY 2023, and the forecasted and adjusted revenue for the biennium.

	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/10/23	FY 2023 Forecasted	FY 2024 Forecasted	FY 2024 Adjustments	FY 2024 Adjusted
Intergovernmental Revenue							
SLIB Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SLIB Loan	33,773	374,728	2,401,975	11,810,618	2,500,000	10,533,914	13,033,914
Other Grants & Loans	62,531	1,025,106	-	3,719,000	-	3,895,395	3,895,395
Total Intergovernmental	96,304	1,399,834	2,401,975	15,529,618	2,500,000	14,429,309	16,929,309
Charges for Services							
Wastewater Charges	5,305,729	5,414,131	4,283,281	5,463,120	5,570,240	-	5,570,240
General Fees Monitoring	5,369	4,157	2,547	5,000	5,000	-	5,000
General Fees Truck	47,460	41,215	28,620	40,000	40,000	-	40,000
Plant Investment	267,063	208,969	223,961	225,000	225,000	-	225,000
Total Charges for Services	5,625,621	5,668,472	4,538,409	5,733,120	5,840,240	-	5,840,240
Other							
Miscellaneous	2,681	1,723	20,811	2,000	2,000	-	2,000
Interfund Transfers - Capital	-	251,038	-	-	-	-	-
Interest & Unrealized Gain/Loss	(20,389)	(433,639)	48,432	50,000	50,000	-	50,000
Capital Lease Proceeds	-	186,437	427,465	581,076	-	163,000	163,000
Total Other	(17,708)	5,559	496,708	633,076	52,000	163,000	215,000
Total Wastewater Fund Revenue	\$ 5,704,217	\$ 7,073,865	\$ 7,437,092	\$ 21,895,814	\$ 8,392,240	\$ 14,592,309	\$ 22,984,549

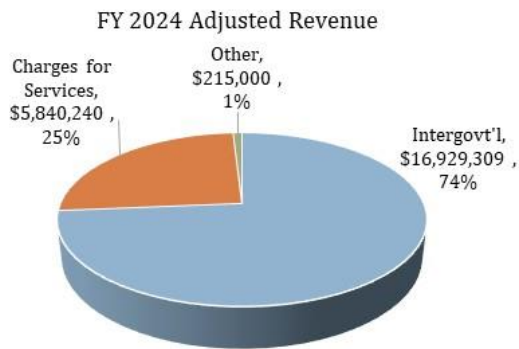
Capital Project-related Revenue

The table below lists one-time revenue sources specifically allocated to capital projects.

Capital Revenue Sources	FY 2023 TTD Revenue	Received to Date	FY 2023 TTD Rebudget	FY 2024 Forecast	FY 2024 Adjustments	FY 2024 Adjusted
North Side Outfall Line						
CWSRF: \$2,500,000	\$ 2,500,000	\$ (209,109)	\$ 2,290,891	\$ -	\$ -	\$ 2,290,891
w/ \$625,000 in principal forgiveness						
WWTP Upgrade Project Construction						
CWSRF Green Funding at 0% Interest	1,900,000	(1,900,000)	-	-	-	-
CWSRF at 1.25% Interest	7,600,000	(856,977)	6,743,023	-	-	6,743,023
Utility Facilities Security System (Wastewater)						
Homeland Security	19,000	-	19,000	-	(19,000)	-
B2 Line Repl-Spring Creek; Corthell to 15th						
Federal ARPA - Direct NEU Distribution	1,000,000	(8,605)	991,395	-	-	991,395
2010 SPT Fund Transfer	251,038	(251,038)	-	-	-	-
Reynolds Sanitary Sewer Replacement						
Federal ARPA - Direct NEU Distribution	1,000,000	(1,000,000)	-	-	-	-
North 3rd Street Sanitary Sewer Connection						
CWSRF: \$2,500,000	-	-	-	2,500,000	(2,500,000)	-
C Line Repl Phase 2 - 6th St - Canby to Iverson						
State ARPA	2,904,000	-	2,904,000	-	-	2,904,000
West Laramie Main Lift Station						
CWSRF: \$4,000,000 at 1.25%	-	-	-	-	4,000,000	4,000,000
Wastewater Fund Total Capital Revenue	\$ 17,174,038	\$ (4,225,729)	\$ 12,948,309	\$ 2,500,000	\$ 1,481,000	\$ 16,929,309

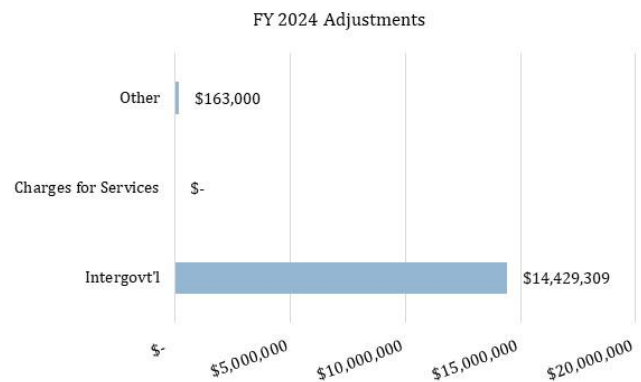
Revenue by Type

The composition of the Wastewater Fund adjusted revenue forecast is presented in the graph below.



A large portion (74%) of revenue sources in FY 2024 will come from grant and loan sources that are matched to capital project spending. SLIB SRF funding totals around \$11.0 million, while ARPA revenue totals around \$4.0 million.

The chart below illustrates the adjustments to the revenue forecast, which all relate to capital spending. Most of the adjustment is for revenue rebudgets, however there is one new SRF loan of \$4.0 million for the West Laramie main lift station project. The City has decided not to apply for SRF funding on the North 3rd sanitary sewer connection, as the lift station project has a higher priority.



Wastewater Fund Budgeted Expenditures

Budgeted expenditures are the results of several months of strategic planning with departmental directors. Personnel, operating, and capital expenditures are proposed and evaluated by the City Manager for alignment with management's and City Council's priorities. This process results in the City Manager's budget recommendation.

Overview of the FY 2024 Supplemental Budget

The City Council's goals are a major consideration in the development of the budget, as are operational objectives advocated for by the City's leadership team. Several prior year and current year goals relate to the wastewater utility.

The capital plan received a thorough review during the biennium planning cycle. Details on the capital plan can be found in the Capital Investment and Construction Plan for FY 2023 – FY 2024 and in this document.

The City Manager set several parameters to limit supplemental budget requests in FY 2024. Directors were asked to consider only the following matters when developing requests so that the City could reserve as much funding as possible for compensation analysis and staffing study implementation:

- Operating amendments for police services and human resources due to new Chief and Director priorities
- Required inflationary increases for operating and existing capital projects
- Amendments related to major changes in Council goals or management objectives

City Council Goals related to Wastewater Fund Operations

2023 Goals

Goal No. 1 – Infrastructure Planning & Investment

Milestone A: Prioritize planning and construction and reconstruction of public amenities, facilities, and rights-of-way to maximize safe access for persons of all abilities and ages.

Milestone E: Continue grant seeking and aggressive investment in water, sewer, and street systems

Goal No. 3 – City Services and Resident Engagement

Milestone B: Continue migration to a new Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.

Goal No. 5 – Environmental Stewardship

Milestone A: Continue energy efficiency efforts and explore potential large scale solar projects on city-owned property.

2022 Goals

The budget appropriates funds to accomplish progress toward 2022 Council goals related to operations.

Goal B, Milestone #3: Continue Efforts to Reduce Greenhouse Gas Emissions and Increase Energy Efficiency as Set Forth in Resolutions 2020-14 and 2021-12.

Goal D, Milestone #4: Continue Multi-Year Major Water & Sewer Improvements to Facilitate Community Growth, Including New North-Side Tank & Sewer Outfall and Upsizing/Replacement of Reynolds Sewer & B2 Sewer Mains.

Summary of the Personnel Budget and Wastewater Fund Full Time Equivalent (FTE) Positions

The Personnel Budget

Personnel expenditures are a major expense for the City. These types of expenditures include the cost of salaries, benefits, overtime, and taxes for employees. The personnel budget is composed of benefited FTE positions, dollar amount allocations for non-benefited employees, and the related tax and benefit costs. Departments are not authorized to hire additional benefited staff members without recommendation by the City Manager and approval by the City Council.

The amounts budgeted for personnel costs are centrally budgeted by finance staff based on current authorized FTEs, base budget allocations for non-benefited employees, and current benefit and tax rates.

Wastewater Fund Authorized FTEs

There are no adjustments for FY 2024.

Department	FY 2022	FY 2023 Adopted	FY 2024 Adopted	FY 2024 Adjusted
Wastewater	15.5	15.5	15.5	15.5
Total	15.5	15.5	15.5	15.5

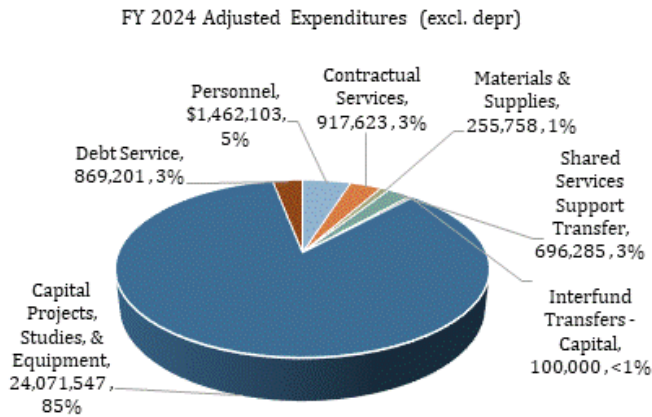
Wastewater Fund Budgeted Expenditures

The table below presents actual results for fiscal years 2021, 2022, and 2023 to-date, as well as the FY 2023 budget, as amended to date, and the adopted and adjusted FY 2024 budgets. Division-level budget detail is provided in subsequent sections.

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Administration							
Personnel	\$ 139,156	\$ 129,580	\$ 131,359	\$ 246,006	\$ 248,435	\$ -	\$ 248,435
Contractual Services	85,293	161,339	95,076	266,078	284,912	-	284,912
Materials & Supplies	1,705	7,105	5,536	16,700	16,700	-	16,700
Shared Services Support Transfer	605,708	605,708	522,214	696,285	696,285	-	696,285
Interfund Transfers - Capital	-	1,544,648	-	319,288	100,000	-	100,000
Capital Projects, Studies, & Equipment	-	-	2,580	3,000	2,100	69,443	71,543
Debt Service	212,583	276,632	266,483	396,687	866,061	3,140	869,201
Total Administration	1,044,445	2,725,012	1,023,248	1,944,044	2,214,493	72,583	2,287,076
Collection							
Personnel	432,639	361,114	343,082	517,204	522,618	-	522,618
Contractual Services	25,833	111,027	29,664	32,100	32,100	-	32,100
Materials & Supplies	32,336	49,688	52,630	91,117	81,117	7,300	88,417
Capital Projects, Studies, & Equipment	2,283,459	2,190,095	1,675,857	14,976,517	2,745,000	13,681,678	16,426,678
Total Collection	2,774,267	2,711,924	2,101,233	15,616,938	3,380,835	13,688,978	17,069,813
Treatment Plant							
Personnel	469,393	497,965	380,964	531,816	537,549	-	537,549
Contractual Services	385,012	383,560	305,805	468,865	448,865	85,900	534,765
Materials & Supplies	46,115	69,562	70,379	121,821	111,821	9,800	121,621
Capital Projects, Studies, & Equipment	673,424	707,881	3,131,160	10,822,902	990,000	6,583,326	7,573,326
Total Treatment Plant	1,573,944	1,658,968	3,888,308	11,945,404	2,088,235	6,679,026	8,767,261
Biosolids							
Contractual Services	11,968	9,339	3,764	14,050	14,050	-	14,050
Materials & Supplies	318	714	497	21,127	21,127	-	21,127
Total Biosolids	12,286	10,053	4,261	35,177	35,177	-	35,177
Industrial Pretreatment							
Personnel	87,313	92,677	73,597	101,540	102,501	-	102,501
Contractual Services	4,323	3,005	2,264	15,000	15,000	-	15,000
Materials & Supplies	261	46	467	2,664	2,664	-	2,664
Total Industrial Pretreatment	91,897	95,728	76,328	119,204	120,165	-	120,165
Lift Station							
Contractual Services	22,438	34,201	22,548	36,796	36,796	-	36,796
Materials & Supplies	1,701	2,303	1,047	5,229	5,229	-	5,229
Capital Projects, Studies, & Equipment	-	44,410	-	42,096	-	-	-
Total Lift Station	24,139	80,914	23,595	84,121	42,025	-	42,025
<i>Reserve for Compensation Plan & Staffing Study Implementation</i>	-	-	-	-	-	51,000	51,000
Total Wastewater Fund b/f Depr.	5,520,978	7,282,599	7,116,973	29,744,888	7,880,930	20,491,587	28,372,517
Depreciation by Division							
Administration	6,227	6,227	-	3,217	2,761	120,700	123,461
Collection	769,099	834,364	-	1,278,709	1,370,308	(120,700)	1,249,608
Treatment Plant	608,814	585,610	-	927,863	1,013,339	-	1,013,339
Industrial Pretreatment	2,663	-	-	-	-	-	-
Lift Station	118,395	123,491	-	133,759	133,759	-	133,759
Total Wastewater Fund	\$ 7,026,176	\$ 8,832,291	\$ 7,116,973	\$32,088,436	\$10,401,097	\$20,491,587	\$30,892,684

Expenditures by Type

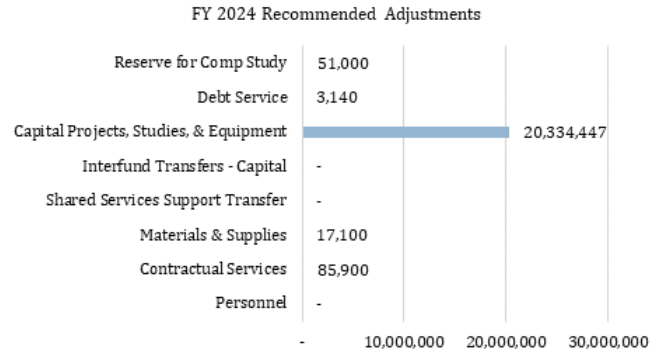
The composition of the adjusted Wastewater Fund budget for FY 2024 is presented below.



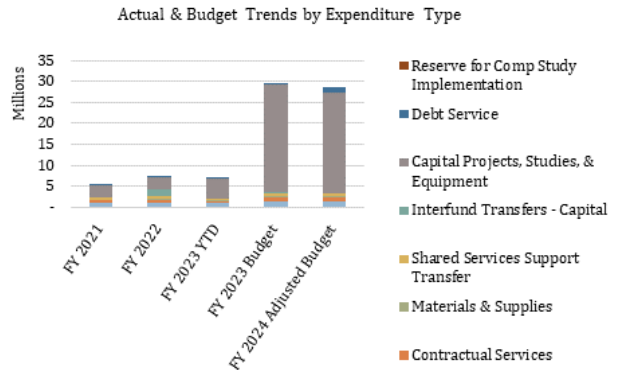
85% of the budget is for capital investment and construction. Only 15% of the budget is for operating expenditures. In the adopted budget, capital expenditures were expected to be around 47% of the Fund's total in FY 2024. The change is due to capital project rebudgets between fiscal years.

The shared services transfer (internal transfers – operating) reflects the Wastewater Fund's usage of shared administrative services (executive administration, financial services, payroll, human resources, IT, engineering, and related). This transfer is budgeted at \$696,285 for FY 2024 and is 3% of the total budget.

Almost all (99%) of the adjustments are for capital projects. There are very few operating adjustments for the Wastewater Fund, and there are no personnel requests.



The graph below shows actual spending for two years, annual-to-date totals and the adopted and adjusted budget for FY 2023 – FY 2024. The budget totals clearly show how rebudgeted capital projects affect the composition of total appropriations when these funds are moved between periods.



Supplementals for FY 2024

This section contains detail for adjustments that are not capital related.

Operating Supplementals

This table summarizes supplemental funding for operating expenditures.

Division	Request Title	Description	Justification	FY 2024 Suppl.	Ongoing or One-time
Wastewater Treatment	Professional Services & Consulting	This FY 2023 rebudget request supports the IPP software purchase. The software was not released until January 2023 thus delaying completion of the project into FY 2024.	The late release delays completion of this item until FY 2024. A one-time supplemental of \$30,000 was originally approved for this item in FY 2023.	\$ 30,000	One-time (Rebudget)
	Maintenance Supplies	This request supports inflationary price increases for ultraviolet bulbs used in the wastewater treatment process.	Costs for the UV bulbs required in the wastewater treatment process have increased.	5,000	Ongoing
	Chemicals	This request supports inflationary price increases for chemicals used in wastewater treatment operations.	Chemical costs have greatly increased.	4,800	Ongoing
Wastewater Fund Operating Supplementals				\$ 39,800	

Centrally Budgeted Adjustments

This table summarizes supplemental funding for centrally budgeted adjustments.

Division	Reason for Budget Adjustment	FY 2024	Onetime or Ongoing
Electricity Adjustments			
Treatment Plant	This account may exceed its current FY 2024 appropriations due to forecasted inflation.	45,100	Ongoing
Natural Gas Adjustments			
Treatment Plant	This account may exceed its current FY 2024 appropriations due to forecasted inflation.	10,800	Ongoing
Gas, Oil, and Lubricants Adjustments			
Collection	This account may exceed its current FY 2024 appropriations due to forecasted inflation.	7,300	Ongoing
Total Centrally Budgeted Adjustments		\$ 63,200	

Capital Projects, Equipment, and Fleet Budgets

Fleet Schedule

The four-year summary schedule for fleet vehicle and equipment replacements is presented below.

Division and Type	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025	FY 2026	Total
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	-	-	-	-	-	-	-
Administration Total	-	-	-	-	-	-	-
Vehicles	86,692	-	1,000	87,692	-	-	87,692
Equipment	203,124	-	-	203,124	-	-	203,124
Collection Total	289,816	-	1,000	290,816	-	-	290,816
Vehicles	-	-	-	-	-	-	-
Equipment	-	-	-	-	225,220	-	225,220
Treatment Plant Total	-	-	-	-	225,220	-	225,220
Vehicles	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Lift Station Total	-	-	-	-	-	-	-
Wastewater Fund Total	\$ 289,816	\$ -	\$ 1,000	\$ 290,816	\$ 225,220	\$ -	\$ 516,036

Vehicle Replacements

Adjustments to the current fleet schedule are included below. Please reference the adopted capital investment and construction plan for FY 2023 – FY 2024 for information about future replacements.

Division	Model	Unit #	Description	Mileage	Meter	Purchase Year	Projected Cost	Add on Cost	Trade In \$\$\$	Estimated Total Budget	Repl Year	FY 2023 Rebudget	FY 2024 Adjustment	FY 2024 Adjusted Amount
Collection	F250	361	FORD UTILITY TRUCK	4390	HR	2015	\$ 76,838	\$ 1,500	\$ 1,000	\$86,692	2023	\$ 86,692	\$ 1,000	\$87,692
Wastewater Fund Vehicles - FY 2024 Adjusted										\$86,692		\$86,692	\$1,000	\$87,692

Equipment Replacements

Adjustments to the current fleet schedule are included below. Please reference the adopted capital investment and construction plan for FY 2023 – FY 2024 for information about future replacements.

Division	Model	Unit #	Description	Mileage	Meter	Purchase Year	Projected Cost	Add on Cost	Trade In \$\$\$	Estimated Total Budget	Repl Year	FY 2023 Rebudget	FY 2024 Adjustment	FY 2024 Adjusted Amount
Collection	SD	353	10 YD DUMP	3346	HR	2013	227,124	1,000	25,000	203,124	2022	203,124	-	203,124
Wastewater Fund Vehicles - FY 2024 Adjusted										\$203,124		\$203,124	\$0	\$203,124

Equipment Schedule

The four-year schedule for routine equipment is detailed below. Descriptions for each item are presented after the table.

Equipment Reference	FY 2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted Amount	FY 2025	FY 2026	Equipment Total
Computer Workstation Replacement	\$ 3,000	\$ -	\$ 2,100	\$ -	\$ 2,100	\$ -	\$ 2,200	\$ 4,300
Backup Generator - MOC	-	-	-	25,000	25,000	-	-	25,000
Audio/Video Equipment	2,825	2,825	-	12,500	15,325	-	-	15,325
Administration Total	5,825	2,825	2,100	37,500	42,425	-	2,200	44,625
Portable flow meters - up to 15"	-	-	-	-	-	13,000	-	13,000
Portable flow meters - up to 60"	20,000	20,000	20,000	-	40,000	-	-	40,000
Collection Total	20,000	20,000	20,000	-	40,000	13,000	-	53,000
Ditch mixer replacement	50,000	-	50,000	5,000	55,000	-	-	55,000
SCADA Computer equipment and software	-	-	-	50,000	50,000	-	-	-
Return activated sludge meters	-	-	-	-	-	12,000	-	12,000
Waste activated sludge meters	-	-	-	-	-	-	12,000	12,000
Press building flow meters	-	-	-	-	-	-	-	-
Treatment Plant Total	50,000	-	50,000	55,000	105,000	12,000	12,000	79,000
Wastewater Fund Total	\$ 75,825	\$ 22,825	\$ 72,100	\$ 92,500	\$ 187,425	\$ 25,000	\$ 14,200	\$ 176,625

Equipment Descriptions

Computer Workstation Replacement

This funding provides for workstation replacement.

Backup Generator – MOC

Purchase and install an automatic backup generator at the Municipal Operations Center for the large vehicle parking building (Building V). Funding split between Water, Wastewater and Solid Waste.

Audio/Video Equipment

Audio/Video Equipment for the large conference room at the MOC.

Portable flow meters – up to 15"

Portable flow meter recording flows in pipes up to 15".

Portable flow meters – up to 60"

Portable flow meter recording flows in pipes up to 60".

Ditch mixer replacement

The project will systematically replace ditch mixers as the existing mixers are reaching the end of their useful life.

SCADA Computer Equipment & Software

This request supports HMI SCADA hardware and software upgrade

Return activated sludge meters

Records volume of return activated sludge and used for treatment protocols.

Waste activated sludge meters

Records volume of waste activated sludge and used for treatment protocols.

Press building flow meters

Records volume of sludge to press building and used for treatment protocols.

Capital Projects Summary

The table below summarizes the capital project adjustments for FY 2024, as well as the current schedule for FYs 2025-2028 and project budgets to date. [In the electronic document, click on the project name to access project detail.](#)

Project Reference	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025 & FY 2026	FY 2027 & FY 2028	Total Project Budget (All Years)
Administration									
ArcGIS Implementation	\$ 29,118	\$ -	\$ 29,118	\$ -	\$ -	\$ 29,118	\$ -	\$ -	\$ 29,118
Administration Total	29,118	-	29,118	-	-	29,118	-	-	29,118
Collection									
3rd Street Boswell-Palmer Sewer Repl	150,000	(1,750)	148,250	-	-	148,250	-	-	150,000
3rd Street Utility Rehabilitation - Sewer	60,000	(8,584)	51,416	-	-	51,416	-	-	60,000
B2 Line Repl-Spring Creek; Corthell to 15th	2,250,000	(674,880)	1,575,120	-	100,000	1,675,120	-	-	2,350,000
North Side Outfall Line	2,500,000	(209,592)	2,290,408	-	-	2,290,408	-	-	2,500,000
Annual CIPP Lining	435,000	(262,620)	172,380	150,000	-	322,380	300,000	300,000	1,185,000
Bill Nye Sewer - Boulder to 19th	2,150,000	(121,511)	2,028,489	-	-	2,028,489	-	-	2,150,000
Reynolds Sanitary Sewer Repl	3,116,284	(2,122,437)	993,847	-	(500,000)	493,847	-	-	2,616,284
Spring Creek Sewer Repl - Boswell & 5th St	200,000	-	200,000	-	-	200,000	-	-	200,000
C Line Repl Phase 2 - 6th St - Canby to Ivinson	3,906,534	(311,709)	3,594,825	-	-	3,594,825	-	-	3,906,534
City Wide Utility Survey	70,000	(70,000)	-	-	-	-	-	-	70,000
2021 Priority Sewer Design	115,000	(26,751)	88,249	-	-	88,249	-	-	115,000
UW Project Coordination	500,000	-	500,000	-	(350,000)	150,000	-	-	150,000
Priority Sewer Rehab - 13th-14th Alley	250,000	(131,350)	118,650	-	-	118,650	-	-	250,000
Sewer Oversizing	108,000	-	108,000	-	-	108,000	-	-	108,000
North 3rd St - Sanitary Sewer Connection	250,000	-	250,000	2,500,000	(2,500,000)	250,000	2,500,000	-	2,750,000
West Laramie Main Lift Station	430,000	(245)	429,755	-	4,000,000	4,429,755	-	-	4,430,000
Wastewater Line Rehab - Sully & Canby, 3rd and 4th	150,000	(78,527)	71,473	-	-	71,473	-	-	150,000
Priority Sewer Rehab - 22nd-23rd Alley	-	-	-	35,000	-	35,000	350,000	-	385,000
Sewer Repl - Ivinson Street 6th to 9th	-	-	-	40,000	-	40,000	360,000	-	400,000
Wastewater Master Plan	-	-	-	-	-	-	1,500,000	-	1,500,000
Priority Sewer Rehab - Park-Steele Alley	-	-	-	-	-	-	1,075,000	-	1,075,000
Sewer Repl - Ivinson 9th-15th	-	-	-	-	-	-	1,100,000	-	1,100,000
Priority Sewer Rehab - 13th-15th Alley	-	-	-	-	-	-	735,000	-	735,000
A - Line Repl - Phase 1	-	-	-	-	-	-	300,000	1,500,000	1,800,000
Priority Sewer Rehab - Custer Street	-	-	-	-	-	-	205,000	-	205,000
Priority Sewer Rehab - 14th Street	-	-	-	-	-	-	40,000	400,000	440,000
Downtown Sewer Rehab	-	-	-	-	-	-	-	210,000	210,000
Priority Sewer Rehab: Corthell-Stuart Alley	-	-	-	-	-	-	-	460,000	460,000
A-Line Replacement Ph 2	-	-	-	-	-	-	-	150,000	150,000
Priority Sewer Rehab - 8th-9th Alley	-	-	-	-	-	-	-	50,000	50,000
Collection Total	16,640,818	(4,019,956)	12,620,862	2,725,000	750,000	16,095,862	8,465,000	3,070,000	31,650,818

Capital Projects (cont.)

Project Reference	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025 & FY 2026	FY 2027 & FY 2028	Total Project Budget (All Years)
Treatment Plant									
Process Blower PLC Upgrades	146,000	-	146,000	-	-	146,000	-	-	146,000
WWTP Upgrade Project Design	817,284	(646,530)	170,754	-	-	170,754	-	-	817,284
Ditch Cleaning	550,000	(495,202)	54,798	-	-	54,798	300,000	-	850,000
Utility Facilities Security System	100,000	-	100,000	-	(50,000)	50,000	-	-	50,000
WWTP Upgrade Project Construction	9,500,000	(2,853,226)	6,646,774	-	-	6,646,774	-	-	9,500,000
Scum Pump and Mixer	120,000	-	120,000	-	30,000	150,000	-	-	150,000
Press Building Restroom	50,000	-	50,000	-	-	50,000	-	-	50,000
Secondary Clarifier Mechanism Replacement	-	-	-	940,000	(740,000)	200,000	-	-	200,000
Dewatering Pump Replacement	-	-	-	-	-	-	140,000	-	140,000
Wastewater Treatment Plant - Side Stream Channel	-	-	-	-	-	-	-	500,000	500,000
Treatment Plant Total	11,283,284	(3,994,958)	7,288,326	940,000	(760,000)	7,468,326	440,000	500,000	12,403,284
Wastewater Fund Total	\$ 27,953,220	\$ (8,014,914)	\$ 19,938,306	\$ 3,665,000	\$ (10,000)	\$ 23,593,306	\$ 8,905,000	\$ 3,570,000	\$ 44,083,220

Capital Project Detail

Detail for the listed capital projects can be found in the pages that follow.

Project # WWA-CP23-001
 Project Name ArcGIS Implementation

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Administration

Account # 510-8010-432-7410 Project Code ENAGIS
 Design Start 05/2023 Constr Start N/A

Description

Total Project Cost: \$29,118

This project, split between three funds, will significantly expand the City's ArcGIS Enterprise capabilities. It will implement a full ArcGIS Enterprise Suite, including setup of all required servers. The project also includes setup and licensing for augmented reality.

Justification

This project will complement the implementation of the Tyler Munis Enterprise Resource Planning Software Suite by providing data to various modules within that product. The augmented reality portion of the project will allow staff to have an improved understanding of the location of utilities and other important information in the field. Proper implementation of ArcGIS Enterprise will enable greater GIS usability across the City, with remote access to City maps via City owned tablets, Utility Network functionality, security updates, and faster data load times. The professional services agreement for this work was awarded by the City Council on 4/4/23.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	29,118	0	0	0	0	29,118	0
Total	Total	29,118	0	0	0	0	29,118	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	29,118	0	0	0	0	29,118	0
Total	Total	29,118	0	0	0	0	29,118	Total

Project # WWC-CP19-012
 Project Name 3rd Street Boswell-Palmer Sewer Repl

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWBOSW
 Design Start 01/2019 Constr Start 03/2024

Description

Total Project Cost: \$150,000

This project will replace the 8" VCP sanitary sewer line between Palmer St and Boswell St in the alley between 3rd St and 4th St. This replacement will be coordinated with water line improvements in the area.

Justification

The sewer line at this location is in very poor condition. This known deficiency in the City's infrastructure must be repaired in order to support the Poledna Subdivision and service the area.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
150,000	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
150,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WWC-CP19-013**
 Project Name **3rd Street Utility Rehab - Sewer**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code 3RDSTU
 Design Start 07/2019 Constr Start 03/2022

Description

Total Project Cost: \$60,000

The manhole within the intersection in Lewis will be replaced as part of the City's utility improvements to 3rd Street while the street is under construction.

Justification

The existing manhole has a second sanitary sewer line intersecting it within the upper portion of the manhole making it hard to access and unsafe. The Utility division has identified this manhole as a priority for replacement, based on the WYDOT project schedule for 3rd Street.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
60,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
60,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Project # **WWC-CP19-014**
 Project Name **B2 Line Repl - Spring Creek; Corthell to 15th**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWB2SC
 Design Start 06/2019 Constr Start 04/2022

Description

Total Project Cost: \$2,350,000

The B2 line is currently being designed along with the Bill Nye Sewer project. This project was divided into two phases following the bid opening in FY 22. Phase 2 is expected to complete the B2 line installation in FY 23. A third phase will be needed to connect the B2 line to the proposed Bill Nye sewer main. Sizing and alignment are being defined through the design contract.

Justification

The B2 line will upsize the existing sanitary sewer main between 9th Street and Corthell Road along the Spring Creek alignment. This work is needed to execute an agreement between the City and ACSD that accommodates future expansion in the area of the new high school. The construction of this project will include the \$748,000 previously budgeted for the Turner Tract Sewer Infrastructure.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
2,250,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	100,000	0	0	0	100,000	0
Total	Total	0	100,000	0	0	0	100,000	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
2,250,000	Grant	0	0	0	0	0	0	0
	Interfund Project Support	0	0	0	0	0	0	0
	Revenue or Cash Reserves	0	100,000	0	0	0	100,000	0
Total	Total	0	100,000	0	0	0	100,000	0

Project # **WWC-CP19-015**
 Project Name **North Side Outfall Line**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340
 Design Start 11/2019

Project Code WWNSOL
 Constr Start 05/2023

Description

Total Project Cost: \$2,500,000

This project includes the installation of a new sanitary sewer main running between the intersection of 30th Street and Asphalt Lane to the existing Main lift station located off of PFE Road. SRF funding, CWSRF 177, has been obtained in the amount of \$2,500,000 with a 25% principal forgiveness. The life of the loan is 30 years. This project is currently being designed and has been delayed due to easement negotiations.

Justification

By completing this project the City will ensure that there is capacity in the sanitary sewer system to accommodate future growth north of Laramie, including the complete build out of the Cirrus Sky Development.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
2,500,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
2,500,000	Loan	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WWC-CP19-019**
 Project Name **Annual CIPP Lining**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340
 Design Start N/A

Project Code CIPP**
 Constr Start N/A

Description

Total Project Cost: \$1,185,000

Through regular maintenance inspections the Utility division maintains a list of sanitary sewer segments for the annual Cured in Place Pipe (CIPP) project. Upcoming work includes the manholes between the 9th Street and Lyon Street intersection and the 10th Street and Canby - Harney Alley intersection; the alleys on both sides of Thornburgh Drive; Downey-Renshaw; 10th - 15th alley; 5th, Spring Creek-Fetterman alley; Park-Steele; 15th - Park alley; Sheridan-Spring Creek, 22nd - 23rd alley; and the Sheridan-Kearney, 13th - 15th alley.

Justification

This ongoing lining project rehabilitates existing clay sewer lines, which are subject to water infiltration that increases demand on the treatment plant. Cured in Place Pipe (CIPP) technology allows for existing pipe segments to be lined with a PVC-like material without the conventional cut and fill construction. This project will be ongoing until all the clay sewer lines are lined. Relining with PVC-like material will also improve system flow due to reduced friction.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
285,000	Project Design/Engineering	0	0	0	0	0	0	150,000
	Construction	150,000	150,000	150,000	150,000	150,000	750,000	0
Total	Total	150,000	150,000	150,000	150,000	150,000	750,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
285,000	Revenue or Cash Reserves	150,000	150,000	150,000	150,000	150,000	750,000	150,000
Total	Total	150,000	150,000	150,000	150,000	150,000	750,000	Total

Project # **WWC-CP19-020**
 Project Name **Bill Nye Sewer - Boulder to 19th**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life 40 years
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWBB19
 Design Start 08/2020 Constr Start 01/2024

Description

Total Project Cost: \$2,150,000

The design for the Bill Nye sewer line will be completed with the design of the B2 line. The City plans to complete the design prior to the WYDOT Bill Nye Street design so the sewer can be implemented in the WYDOT plans. The design will be contingent upon the final determination of the WYDOT Bill Nye project limits. An ARS is being drafted as an agreement between the City and WYDOT to pay for the installation of the work and WYDOT will perform primary inspection and execution of the construction.

Justification

WYDOT is currently in the design phases of the Bill Nye Phase II project. With the installation of the roadway, the City needs to construct the sanitary sewer main to fulfill the agreement with the ACSD and to accommodate future expansion in development.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
150,000	Project Design/Engineering	0	0	0	0	0	0	0
Total	Construction	2,000,000	0	0	0	0	2,000,000	Total
	Total	2,000,000	0	0	0	0	2,000,000	

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
150,000	Revenue or Cash Reserves	2,000,000	0	0	0	0	2,000,000	0
Total	Total	2,000,000	0	0	0	0	2,000,000	Total

Project # **WWC-CP19-025**
 Project Name **Reynolds Sanitary Sewer Repl**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWREYN
 Design Start 10/2019 Constr Start 05/2022

Description

Total Project Cost: \$2,616,284

The Reynolds Street Sanitary Sewer Project was established to address sanitary sewer capacity concerns that have been limiting the ability to develop properties within the Reynolds Street Sanitary Sewer basin. The initial project scope accounted for the replacement of the sewer main from 2nd Street East to 45th Street. The design consultant performed an evaluation of the sewer main that included camera data collection to determine that the limits of replacement could be reduced to 13 City blocks, 9th Street to 22nd Street. The remaining sewer main could be addressed through standard maintenance practices such as Cured-in-Place-Pipe. This scope reduction has resulted in a substantial cost reduction. The City has completed the required sewer main replacement.

Justification

This project was established to address sanitary sewer capacity concerns that have been limiting the ability to develop properties within the Reynolds Street Sanitary Sewer basin.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
3,516,284	Project Design/Engineering	0	0	0	0	0	0	0
Total	Construction	-400,000	-500,000	0	0	0	-900,000	Total
	Total	-400,000	-500,000	0	0	0	-900,000	

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
3,516,284	Grant		0	0	0	0	0	0
Total	Revenue or Cash Reserves	-400,000	-500,000	0	0	0	-900,000	Total
	Total	-400,000	-500,000	0	0	0	-900,000	

Project # WWC-CP20-002
 Project Name Spring Creek Sewer Repl - Boswell & 5th St

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWSCB5
 Design Start 07/2024 Constr Start 04/2025

Description

Total Project Cost: \$200,000

This project includes the design and rehabilitation of the sewer underneath Spring Creek between Boswell Drive and 5th Street. The replacement is being coordinated with the future Spring Creek Development.

Justification

The sanitary sewer line is in poor condition and needs to be replaced before the Spring Creek development can start construction. There is no upsizing component to this project; this work addresses a known system deficiency. During an inspection it was found that the current sewer line has bellies and other issues that keep it from being able to accommodate the future Spring Creek Development without being replaced.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
200,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
200,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Project # WWC-CP20-003
 Project Name C Line Repl Ph 2 - 6th St - Canby to Ivinson

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life 40 years
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWC6CI
 Design Start 06/2021 Constr Start 03/2023

Description

Total Project Cost: \$3,906,534

This project will continue the sanitary sewer improvements to the C-Line outfall line. Currently, this line has a bottleneck located between Canby and Ivinson that requires correction prior to the completion of the Ivinson upgrades. This project replaces the main in 6th Street between Canby Street and Ivinson Street.

Justification

This project is the next phase of a multi-phase project to replace an existing sewer trunk main that collects wastewater from the area around the University. The structure of the existing system is in conflict with DEQ regulations, and multiple future projects, completed in a phased schedule, will correct these deficiencies and increase capacity. The phases of these projects are planned based on DEQ requirements for the upstream upgrades.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
406,730	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	3,499,804	0	0	0	0	3,499,804	0
Total	Total	3,499,804	0	0	0	0	3,499,804	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
406,730	Grant	2,904,000	0	0	0	0	2,904,000	0
	Revenue or Cash Reserves	595,804	0	0	0	0	595,804	0
Total	Total	3,499,804	0	0	0	0	3,499,804	0

Project # **WWC-CP20-004**
 Project Name **City-wide Utility Survey Project**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7910 Project Code ENCWUS
 Design Start 04/2023 Constr Start N/A

Description

Total Project Cost: \$70,000

The final deliverable for the project will be a survey grade accurate Geographic Information System (GIS) map. Another deliverable for this project is to produce maps for utility crews which will make them more efficient in the field.

Justification

The purpose of this project is to update paper maps with a more modern utility mapping system. Funding for this project is split 50/50 between the water and wastewater funds in the first phase.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
70,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
70,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WWC-CP21-010**
 Project Name **2021 Priority Sewer Design**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WW21PD
 Design Start 02/2022 Constr Start N/A

Description

Total Project Cost: \$115,000

The 2021 Priority Sewer Design has combined the designs of the following projects: Wastewater Line Rehab - Sully & Canby, 3rd and 4th ; Priority Sewer Rehab - 13th-14th ; Priority Sewer Rehab-Custer Street. Through the design process staff is determining the best approach to bidding the projects based on overall scopes of work.

Justification

Combination of design contracts for similar projects will increase the efficiency for project management.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
115,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
115,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WWC-CP21-011**
 Project Name **UW Project Coordination**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWUWPC
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$150,000

This funding is a placeholder so that the City can make improvements to its wastewater system, if necessary, in coordination with University of Wyoming (UW) projects. Exact details of the improvements that might be necessary are unknown at this time, as UW has not submitted plans. The majority of this work has been completed, and the City's share was much smaller than originally anticipated.

Justification

The University of Wyoming has several large projects planned and underway, including the dormitory project and parking garage. These projects will most likely affect City wastewater lines.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
500,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	-350,000	0	0	0	-350,000	
Total	Total	0	-350,000	0	0	0	-350,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
500,000	Revenue or Cash Reserves	0	-350,000	0	0	0	-350,000	0
Total	Total	0	-350,000	0	0	0	-350,000	Total

Project # **WWC-CP22-015**
 Project Name **Priority Sewer Rehab - 13th - 14th Alley**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WW34AL
 Design Start 7/2022 Constr Start 7/2022

Description

Total Project Cost: \$250,000

Construction included the removal and replacement of the existing VCP sewer line, with an 8-inch PVC sewer line and replacing two brick manholes. This project was located in the 13th Street - 14th Street alley between Flint Street and Gibbon Street.

Justification

The existing sewer line had grade issues and is in poor condition.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
250,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
250,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WWC-CP22-016**
 Project Name **Sewer Oversizing**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWSOVS
 Design Start N/A Constr Start N/A

Description Total Project Cost: \$108,000
 Oversizing reimbursement includes an estimated \$108,000 for the Spring Creek Village Development.

Justification
 UDC allows developers to request oversizing reimbursements.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Other Costs or Studies	108,000	0	0	0	0	108,000	0
Total	Total	108,000	0	0	0	0	108,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	108,000	0	0	0	0	108,000	0
Total	Total	108,000	0	0	0	0	108,000	Total

Project # **WWC-CP23-010**
 Project Name **North 3rd St - Sanitary Sewer Connection**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WW3RDC
 Design Start 11/2023 Constr Start 03/2025

Description Total Project Cost: \$2,750,000
 The project will design and construct a sewer line from the Municipal Operations Center to the existing City collection system. Along with accommodating the MOC's sewer demands, this project will provide a sanitary sewer main extending north from PFE Road to accommodate future development. Construction for this project will begin after the North Side Outfall Line project is complete.

Justification
 This project will provide sanitary sewer service for the Municipal Operations Center to be connected to the city collection system.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	250,000	0	0	0	0	250,000	0
	Construction	0	0	2,500,000	0	0	2,500,000	
Total	Total	250,000	0	2,500,000	0	0	2,750,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Loan	0	0	2,500,000	0	0	2,500,000	0
	Revenue or Cash Reserves	250,000	0	0	0	0	250,000	
Total	Total	250,000	0	2,500,000	0	0	2,750,000	Total

Project # **WWC-CP23-011**
 Project Name **West Laramie Main Lift Station**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7900 Project Code WWWLM2
 Design Start 03/2023 Constr Start 08/2024

Description

Total Project Cost: \$4,430,000

This project involves the design and construction of a new West Laramie lift station which will include the following features: bar screen with an overflow channel, washer compactor, pumping system that minimizes pump depth and improves serviceability, and an automated public sewage dump station. The new lift station will provide increased capacity for future development.

Justification

Current infrastructure in the lift station is reaching end of life, including the dry well which is corroding. This necessitates full replacement of the lift station.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	430,000	4,000,000	0	0	0	4,430,000	0
	Construction	0	0	0	0	0	0	
Total	Total	430,000	4,000,000	0	0	0	4,430,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Loan	0	4,000,000	0	0	0	4,000,000	0
	Revenue or Cash Reserves	430,000	0	0	0	0	430,000	
Total	Total	430,000	4,000,000	0	0	0	4,430,000	Total

Project # **WWC-CP23-012**
 Project Name **Wastewater Line Rehab - Sully & Canby, 3rd & 4th**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWCS3
 Design Start N/A Constr Start 09/2022

Description

Total Project Cost: \$150,000

This project is being coordinated with a neighboring development and is substantially complete. Construction included the removal and replacement of the existing 8" VCP sewer line in the Sully-Canby alley between 3rd and 4th Street. It was replaced with an 8" PVC sewer line with a manhole added for the carwash development to connect to.

Justification

In spring 2022, staff identified a section of sewer main in the Sully-Canby alley between 3rd and 4th Street that was in disrepair and needing immediate remediation. This repair work was completed prior to and in coordination with the carwash development on 969 N. 3rd Street. The project replaced the 8 inch sewer main and included a manhole for the carwash development to tie into.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
150,000	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
150,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WWC-CP24-010**
 Project Name **Priority Sewer Rehab - 22nd-23rd Alley**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWCP22
 Design Start 09/2023 Constr Start 11/2024

Description

Total Project Cost: \$385,000

The 22nd - 23rd alley sewer line will be designed with the water line and constructed between Sheridan to Spring Creek. Alley surfacing will be replaced during construction.

Justification

The water line replacement is driving this project but the sewer line is badly cracked and has broken pipe in two locations. Being in the tree area, nearly every joint has root intrusion.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	35,000	0	0	0	35,000	0
Total	Construction	0	0	350,000	0	0	350,000	Total
	Total	0	35,000	350,000	0	0	385,000	

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	35,000	350,000	0	0	385,000	0
Total	Total	0	35,000	350,000	0	0	385,000	Total

Project # **WWC-CP24-012**
 Project Name **Sewer Repl - Ivinson Street 6th to 9th**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code WWCIVI
 Design Start 11/2023 Constr Start 03/2025

Description

Total Project Cost: \$400,000

This project is to replace the existing sanitary sewer mains in Ivinson between 6th and 9th as part of the Ivinson improvement project. This project must be completed after the scheduled C-line improvements.

Justification

This project is the next phase of a multi-phase project to replace an existing sewer trunk main collecting wastewater from the area around the University. The structure of the existing system is in conflict with DEQ regulations, and multiple future projects, completed in a phased schedule, will correct these deficiencies and increase capacity. The phases of these projects are planned based on DEQ requirements for the upstream upgrades.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	40,000	0	0	0	40,000	0
Total	Construction	0	0	360,000	0	0	360,000	Total
	Total	0	40,000	360,000	0	0	400,000	

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	40,000	360,000	0	0	400,000	0
Total	Total	0	40,000	360,000	0	0	400,000	Total

Project # **WWC-CP25-010**
 Project Name **Wastewater Master Plan**

Department **Wastewater**
 Contact **Public Works Director**
 Type **Capital**
 Useful Life
 Category **Wastewater - Collection**

Account # **510-8015-432-7910** Project Code
 Design Start **08/2024** Constr Start **N/A**

Description

Total Project Cost: \$1,500,000

This project will update the Wastewater Master Plan. The plan will account for development that has taken place since the last plan was developed and account for future development.

Justification

To aid in development and design for construction projects, the City maintains a sanitary sewer model. The master plan is needed to provide flow information to plan for system replacement due to age and capacity. Currently, the sewer line replacement project is based on condition; however, capacity limitations may also drive replacement, and this project will determine the capacity remaining in each segment of the collection system. This will assist in determining replacement of the collection line segments.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Other Costs or Studies	0	0	1,500,000	0	0	1,500,000	0
Total	Total	0	0	1,500,000	0	0	1,500,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	1,500,000	0	0	1,500,000	0
Total	Total	0	0	1,500,000	0	0	1,500,000	Total

Project # **WWC-CP25-011**
 Project Name **Priority Sewer Rehab - Park-Steele Alley**

Department **Wastewater**
 Contact **Public Works Director**
 Type **Capital**
 Useful Life
 Category **Wastewater - Collection**

Account # **510-8015-432-7340** Project Code
 Design Start **11/2024** Constr Start **02/2026**

Description

Total Project Cost: \$1,075,000

The project will replace the sewer line, with an 8" line, in the Park Avenue - Steele Street alley between 17th Street and 19th Street. This project will be designed in coordination with the water line project, Park - Steele Alley Priority Repl.

Justification

The existing line has condition and grade issues, which necessitates rehabilitation.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	75,000	0	0	75,000	0
	Construction	0	0	0	1,000,000	0	1,000,000	
Total	Total	0	0	75,000	1,000,000	0	1,075,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	75,000	1,000,000	0	1,075,000	0
Total	Total	0	0	75,000	1,000,000	0	1,075,000	Total

Project # **WWC-CP25-012**
 Project Name **Sewer Repl - Ivinson 9th-15th**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code
 Design Start 11/2024 Constr Start 04/2026

Description

Total Project Cost: \$1,100,000

The existing sanitary sewer within Ivinson Avenue has capacity issues. These issues stem from the configuration of multiple sewer mains within the roadway. The new sewer main would consolidate the existing lines and account for proper upsizing.

Justification

This project is the next phase of a multi-phase project to replace an existing sewer trunk main collecting wastewater from the area around the University. There are known capacity issues within Ivinson Avenue. These capacity issues could result in delays to future growth around the campus. This section of sanitary sewer was part of the Ivinson Avenue Conceptual design completed in 2016.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	100,000	0	0	100,000	0
	Construction	0	0	0	1,000,000	0	1,000,000	
Total	Total	0	0	100,000	1,000,000	0	1,100,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	100,000	1,000,000	0	1,100,000	0
Total	Total	0	0	100,000	1,000,000	0	1,100,000	Total

Project # **WWC-CP25-013**
 Project Name **Priority Sewer Rehab - 13th-15th Alley**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code
 Design Start 11/2024 Constr Start 04/2026

Description

Total Project Cost: \$735,000

A sewer line will be designed and constructed in the Sheridan-Kearney, 13th-15th alley.

Justification

After additional investigation the condition of the sewer main along with the proximity to the water main call for this line to be reconstructed. The water line is being replaced in the alley and the proximity of the sewer line to the water line will require the sewer line to be replaced as part of the project.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	85,000	0	0	85,000	0
	Construction	0	0	0	650,000	0	650,000	
Total	Total	0	0	85,000	650,000	0	735,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	85,000	650,000	0	735,000	0
Total	Total	0	0	85,000	650,000	0	735,000	Total

Project # **WWC-CP26-010**
 Project Name **A-Line Replacement Ph 1**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code
 Design Start 11/2025 Constr Start 02/2027

Description

Total Project Cost: \$1,800,000

The project will replace the existing sewer line from the intersection of Banner and Carroll to the intersection of Adams and Van Buren. Limits for Phase 1 will be determined through design.

Justification

The existing outfall A line which services West Laramie is reaching capacity and has condition issues including significant infiltration.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	300,000	0	300,000	0
	Construction	0	0	0	0	1,500,000	1,500,000	
Total	Total	0	0	0	300,000	1,500,000	1,800,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	300,000	1,500,000	1,800,000	0
Total	Total	0	0	0	300,000	1,500,000	1,800,000	Total

Project # **WWC-CP26-011**
 Project Name **Priority Sewer Rehab - Custer St**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code
 Design Start N/A Constr Start 04/2026

Description

Total Project Cost: \$205,000

This project is in Custer St, beginning at 13th St. and going a half of a block west to the alley at 12 1/2 Custer. The project will replace approximately 200' of sewer line and two manholes. The existing 8" clay pipe will be replaced with a 10" PVC pipe.

Justification

This existing sewer is an 8" line located downstream of a 10" line. This configuration creates a bottleneck in system flow.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	205,000	0	205,000	
Total	Total	0	0	0	205,000	0	205,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	205,000	0	205,000	0
Total	Total	0	0	0	205,000	0	205,000	Total

Project # **WWC-CP26-012**
 Project Name **Priority Sewer Rehab - 14th St**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code
 Design Start N/A Constr Start 04/2026

Description

Total Project Cost: \$440,000

This project is in 14th street starting at the alley between Canby and Harney and ending at the alley between Gibbon and Harney. This project will replace 270' of pipe and two manholes. The existing 6" clay line will be replaced with an 8" PVC line.

Justification

The sewer line has been inspected and is in poor condition, with a great deal of cracking. Additionally, the current line is 6" with an 8" line flowing into it, and this configuration creates a bottleneck in system flow.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	40,000	0	40,000	0
	Construction	0	0	0	0	400,000	400,000	
Total	Total	0	0	0	40,000	400,000	440,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	40,000	400,000	440,000	0
Total	Total	0	0	0	40,000	400,000	440,000	Total

Project # **WWC-CP27-010**
 Project Name **Downtown Sewer Rehab**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code
 Design Start 01/2027 Constr Start TBD

Description

Total Project Cost: \$210,000

The Sewer crossings within the downtown area will be evaluated and improved prior to roadway improvements being completed. The design process will determine the best methods to improve the existing system.

Justification

As part of the overall Downtown Rehabilitation project including street and water repairs, the sanitary sewer connections will need to be evaluated and improved throughout the downtown area. These improvements are mostly limited to each alley crossing.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	0	50,000	50,000	160,000
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	50,000	50,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	50,000	50,000	160,000
Total	Total	0	0	0	0	50,000	50,000	Total

Project # **WWC-CP27-011**
 Project Name **Priority Sewer Rehab - Corthell-Stuart Alley**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code
 Design Start 11/2026 Constr Start 04/2028

Description

Total Project Cost: \$460,000

The project will replace the sewer line, with an 8" line, in the Corthell Road - Stuart Street alley between Bonneville Street and Whitman Street.

Justification

The existing line has condition and grade issues, which necessitate rehabilitation.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	0	0	60,000	60,000	400,000
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	60,000	60,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	60,000	60,000	400,000
Total	Total	0	0	0	0	60,000	60,000	Total

Project # **WWC-CP28-001**
 Project Name **A-Line Replacement Ph 2**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code
 Design Start 11/2027 Constr Start TBD

Description

Total Project Cost: \$150,000

The project will replace the existing sewer line from the intersection of Banner and Carroll to the intersection of Adams and Van Buren. Limits for Phase 2 will be determined as part of the design conducted in Phase 1.

Justification

The existing outfall A line which services West Laramie is reaching capacity and has condition issues including significant infiltration.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	0	0	0	150,000
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	0	0	150,000
Total	Total	0	0	0	0	0	0	Total

Project # **WWC-CP28-002**
 Project Name **Priority Sewer Rehab - 8th-9th Alley**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Collection

Account # 510-8015-432-7340 Project Code
 Design Start 01/2028 Constr Start TBD

Description Total Project Cost: \$50,000
 A sewer line will be designed and constructed in the Lewis-Clark, 8th-9th alley.

Justification
 This line has had 16' replaced with a spot repair, has grade issues, and has grease build up. The line has to be washed at low pressure due to problems with blowing back water into buildings, another indication of grade issues.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	0	0	0	50,000
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	0	0	50,000
Total	Total	0	0	0	0	0	0	Total

Project # **WWT-CP20-010**
 Project Name **Process Blower PLC Upgrades**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code WWPLCU
 Design Start 07/2022 Constr Start 07/2022

Description Total Project Cost: \$146,000
 This project includes replacement of the existing programmable logic controllers (PLCs) for the process blowers and programming to show new process control initiatives. Wastewater Treatment Plant staff will perform this work in-house.

Justification
 The installation of replacement programmable logic controllers began seven years ago. This project will complete the current replacement cycle.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
146,000	Other Costs or Studies	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
146,000	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WWT-CP21-010**
 Project Name **WWTP Upgrade Project Design**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code WWPUPD
 Design Start 02/2021 Constr Start N/A

Description

Total Project Cost: \$817,284

This design has been completed and Tetra Tech Engineering is providing Construction Administration for the construction of a new building, blowers, blower piping, backup generator, and network extension for the wastewater treatment plant. Construction Administration is funded by SRF construction funds.

Justification

The project will complete the design for the plant backup generator, a new blower building, options for routing of the blower piping, and efficient blowers for the wastewater treatment plant. This project will be dependent on the results of the energy efficiency project and is necessary in order to complete future projects.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
817,284	Project Design/Engineering	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
817,284	Revenue or Cash Reserves	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WWT-CP21-012**
 Project Name **Ditch Cleaning**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code WWPDCD
 Design Start 04/2022 Constr Start 08/2022

Description

Total Project Cost: \$850,000

The ditch cleaning project drains, cleans, and replaces worn out consumable parts within the oxidation ditches. The project was last completed in fall of 2022.

Justification

The oxidation ditches require cleaning every 5-7 years to address sludge that builds up in the bottom.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
300,000	Other Costs or Studies	250,000	0	0	300,000	0	550,000	0
Total	Total	250,000	0	0	300,000	0	550,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
300,000	Revenue or Cash Reserves	250,000	0	0	300,000	0	550,000	0
Total	Total	250,000	0	0	300,000	0	550,000	Total

Project # **WWT-CP21-013**
 Project Name **Utility Facilities Security Systems**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code WWPFFSS
 Design Start 03/2022 Constr Start 03/2023

Description

Total Project Cost: \$50,000

The project will provide for the design and implementation of the intrusion alarms and electronic locks. An application for a Homeland Security Grant for \$38,000 (split between the water and wastewater security systems projects) was awarded in 2020.

Justification

In February 2019 Homeland Security evaluated the water and wastewater systems. As a result of this evaluation it was recommended that intrusion alarms and electronic locks with remote programmable capabilities, specifically for remote sites, be installed.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
100,000	Construction	0	-50,000	0	0	0	-50,000	0
Total	Total	0	-50,000	0	0	0	-50,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
100,000	Grant	0	0	0	0	0	0	0
	Revenue or Cash Reserves	0	-50,000	0	0	0	-50,000	
Total	Total	0	-50,000	0	0	0	-50,000	Total

Project # **WWT-CP22-010**
 Project Name **WWTP Upgrade Project Construction**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code WWTUPC
 Design Start N/A Constr Start 04/2022

Description

Total Project Cost: \$9,500,000

This multi year project based off of the City's energy efficiency improvements audit has broken ground. The construction of this project includes a new building to house new blowers for the aerated sludge holding tank and oxidation ditch. Additionally, this project includes the blowers for the new building, addition of monitoring sensors, new make-up air unit for the press building, connecting "G" lab to an existing generator, a full site backup generator, and extending the communication network within the WWTP to facilitate automated operation, enhance nitrogen removal performance and reduce energy consumption. This project is funded by an SRF loan and part of it qualified for green funding with a zero percent interest rate through the SRF program.

Justification

Some existing equipment at the wastewater treatment plant is nearing the end of its service life and staff has seen a large increase in required maintenance for critical infrastructure. The energy efficiency improvement audit completed by Honeywell identified the equipment noted by staff and more that needed to be replaced to maintain operation of the WWTP. With the replacement of key equipment there is an opportunity to increase the overall efficiency of the WWTP and reduce the carbon footprint of the City of Laramie by using updated technology. Items that were identified as needing to be replaced or installed were new blowers, a new properly designed building to house the blowers, monitoring sensors, network extensions for equipment, and a larger generator to back-up the whole WWTP plant which will allow the plant to continue to treat wastewater at high levels during power outage situations.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
9,500,000	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
9,500,000	Loan	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **WWT-CP22-020**
 Project Name **Scum Pump and Mixer**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code WWTSPR
 Design Start 07/2023 Constr Start 04/2024

Description

Total Project Cost: \$150,000

This project will replace the scum pumps located in the RAS building and install mixers to the scum basins. The scum basin mixer is an addition to the current infrastructure which will improve staff efficiency and reduce staff maintenance for this process.

Justification

The scum pumps are original to the plant and are coming to the end of their useful life. Currently the scum basins do not have any mixers and the solids separate from the water causing mostly water to be pumped into the digesters instead of solids which require digestion.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
70,000	Equipment	50,000	30,000	0	0	0	80,000	0
Total	Total	50,000	30,000	0	0	0	80,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
70,000	Revenue or Cash Reserves	50,000	30,000	0	0	0	80,000	0
Total	Total	50,000	30,000	0	0	0	80,000	Total

Project # **WWT-CP23-013**
 Project Name **Press Building Restroom**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code WWPBRR
 Design Start N/A Constr Start 05/2023

Description

Total Project Cost: \$50,000

This project will build a small restroom (toilet and sink) in the press building for staff use.

Justification

The only onsite restroom at the Treatment Plant is in the main office. The Press Building is 1/2 mile away. When staff is pressing they cannot leave the building as the equipment must be monitored.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	50,000	0	0	0	0	50,000	0
Total	Total	50,000	0	0	0	0	50,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	50,000	0	0	0	0	50,000	0
Total	Total	50,000	0	0	0	0	50,000	Total

Project # **WWT-CP24-010**
 Project Name **Secondary Clarifier Mechanism Replacement**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code WWT2CM
 Design Start 07/2023 Constr Start 07/2023

Description

Total Project Cost: \$200,000

This project is a recommendation of the Wastewater Master Plan and includes rebuilding the secondary clarifier mechanisms due to age. Then, all the existing rakes, drums, and related mechanical items will be removed and rebuilt. The coating on the concrete structures will also be inspected to determine concrete integrity. Though a full replacement was initially planned, staff have determined that a rebuild is a more cost effective option, so this budget includes a \$740,000 reduction in appropriations for this project.

Justification

The secondary clarifier rakes, drums, and related mechanical parts are showing a loss of protective coating, significant corrosion, and loss of metal integrity. Inspection of the secondary clarifier rakes and drums indicated significant corrosion with large holes appearing that allow for leaking.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	140,000	0	0	0	140,000	0
	Construction	0	60,000	0	0	0	60,000	
Total	Total	0	200,000	0	0	0	200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	200,000	0	0	0	200,000	0
Total	Total	0	200,000	0	0	0	200,000	Total

Project # **WWT-CP25-010**
 Project Name **Dewatering Pump Repl**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code
 Design Start N/A Constr Start 07/2024

Description

Total Project Cost: \$140,000

The dewatering pumps will be purchased and replaced at the WWTP.

Justification

There are two dewatering pumps, one was installed with the original plant and one was replaced in 2008. Both pumps need to be replaced as they are nearing the end of their useful life.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Equipment	0	0	140,000	0	0	140,000	0
Total	Total	0	0	140,000	0	0	140,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	140,000	0	0	140,000	0
Total	Total	0	0	140,000	0	0	140,000	Total

Project # **WWT-CP28-001**
 Project Name **Wastewater Treatment Plant - Side Stream Channel**

Department Wastewater
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Wastewater - Treatment Plant

Account # 510-8020-432-7900 Project Code
 Design Start 07/2027 Constr Start 05/2028

Description

Total Project Cost: \$500,000

This project is for the design of a side stream channel to address removal of phosphates and nitrogen to meet expected changes in nutrient removal regulations from EPA at the WWTP.

Justification

With the effluent regulations continuing to reduce the amount of nutrients allowed in wastewater effluent, this additional treatment infrastructure will be required to meet revised EPA standards for phosphate and nitrogen removal.

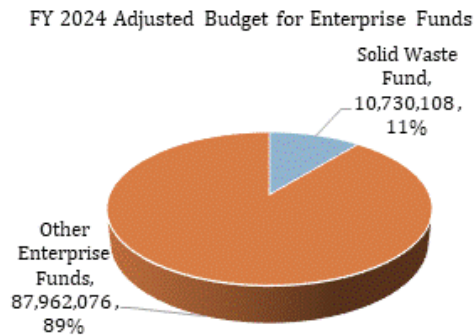
Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	0	0	0	500,000
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	0	0	500,000
Total	Total	0	0	0	0	0	0	Total

Solid Waste Fund

The Solid Waste Fund is one of the City’s three Enterprise Funds, and it accounts for operations and infrastructure maintenance and development for waste collection, disposal, and diversion services. Enterprise Funds operate as self-supporting financial entities funded by user service charges and other revenue sources.

As the chart below illustrates, the Solid Waste Fund adjusted budget accounts for 11% of the total budget for all Enterprise Funds.



Solid Waste Activities

The Solid Waste Division provides solid waste collection and disposal services for the community as well as residential, business, church, and school recycling services. The division provides daily trash collection around the community for all in-City residential properties of two dwelling units or less. Additionally, the division services nearly 300 commercial trash accounts that are operated five days per week. The division is also responsible for the operation of the Laramie Landfill just north of town where solid waste is processed, and land-filled and recycling material is processed for shipment to Colorado.

The Solid Waste Fund has the following cost centers that represent key activities:



The Solid Waste function has undergone rigorous strategic planning in recent years, which has centered on implementing new programs and projects that address

regulatory and environmental concerns, as well as operational efficiency.

FY 2023 Accomplishments toward Council Goals

- The division took delivery and placed into service, an electric drive dozer for use at the landfill. While this unit still uses diesel fuel, the electric drive reduces the amount of fuel consumed, thereby reducing emissions when compared to the previous diesel only unit.
- A new position, Recycling & Diversion Coordinator was filled. This position was established to improve upon and promote current recycling and diversion programs. Public outreach and information were increased, recycling opportunities found, and information presented to university students with the aid of this position.
- To improve city services and infrastructure, construction of a new Household Hazardous Waste building began. This will allow improvements to the current hazardous waste program. A diversion of household hazardous waste aids in protection to the environment.

FY 2023 Accomplishments toward Management Goals

- To expand upon recycling and diversion opportunities for City of Laramie and Albany County residents, the division reached out to local groups and businesses. Examples of opportunities found included an option for Christmas tree pickup, an option to recycle Christmas lights and a way to recycle candy wrappers.
- Improved recycling in Laramie by successfully sending over 120,000 pounds of glass to be recycled. The division was able to keep the glass free of contamination. This kept the glass value at a level that offset transportation cost, allowing glass to be dropped off at the recycling center without a fee for users of the program.

Objectives for FY 2024

- Complete construction of the new Household Hazardous Waste Building. Once the building is completed and available a revamp to improve upon the HHW program will be initiated.
- Begin to implement adjustments to collection routes for a curbside approach. This will improve upon safety and efficiency.
- Continue to identify options for increased recycling and diversion programs
- Continue assisting with Enterprise Resource Planning software platform to modernize

municipal business operations and processes for more efficient and effective public services.

Solid Waste Fund Financial Position

Overview and Rates

The Council has adjusted the rates to adequately support the operational and infrastructure costs of the Fund's services. The Fund is in excellent financial health, with major infrastructure initiatives proceeding as planned, including a landfill liner.

Bell and Associates analyzed the revenue requirement for solid waste operations in 2016 and recommended a 9.3% overall increase in the revenue requirement for 2017 and an additional 4.1% increase in 2018. 2% of the increase was attributable to collection and recycling operations, with the rest related to disposal. For landfill dump fees, the approved disposal cost per ton was \$60 in 2017 and \$63 in 2018. This cost per ton fee is calculated based on an allocation of disposal expenditures – operational, administrative, closure costs, and liner funding – to the number of tons disposed at the landfill. This method determines the tipping fee charged. Currently, the City assesses a minimum \$12 tipping fee, which was increased from \$9 in 2018.

Due to the Fund's stable financial condition and the availability of partial grant funding for the next phase of landfill liners, there were no recommended rate increases last biennium. The fund's financial position and forecasted activities do not require a rate adjustment at this time. The solid waste liner replacement program has been successfully funded with the State Revolving Fund (SRF) loan program. If forecasted activities and financial position change, the City will conduct a rate study and evaluate the need for rate adjustment.

Budget Basis

The Solid Waste Fund is reported on an accrual basis of accounting in the City's ACFR. However, this basis of accounting does not reflect expendable resources as effectively as the modified accrual basis. For purposes of analyzing financial condition, the City converts financial data into an estimate of the modified accrual basis of accounting, which is a better measure of available resources.

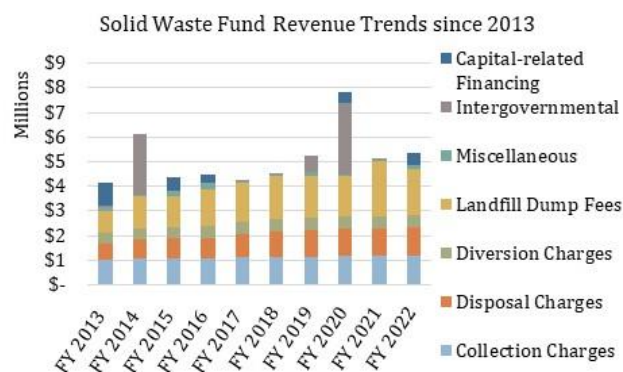
Financial Trends

Like the other Enterprise Funds, the City controls revenue generation for the Solid Waste operation. The City Council sets rates using a long-term financial plan and a rate structure that accounts for both operating needs, infrastructure improvements, and asset retirement obligations. The emphasis shifts to determining the

necessary level of resources for the Fund and the rates necessary to sustain it. The City does not rely on intergovernmental revenue sources for its Enterprise Funds – except for limited capital-related financing.

Revenue Trends

Since FY 2013, revenue from solid waste charges has grown differentially. While overall collection revenue has remained relatively even, three other types have grown: disposal revenue by about \$450,000, diversion revenue by about \$100,000, and landfill dump fee revenue by about \$1.0 million. This variation is due to the difference in rates required to support each operation. The graph below illustrates these changes.



There are two spikes in intergovernmental revenue since FY 2012 – one in FY 2014 and then in FY 2020. This revenue is grant and loan funding for landfill cell construction.

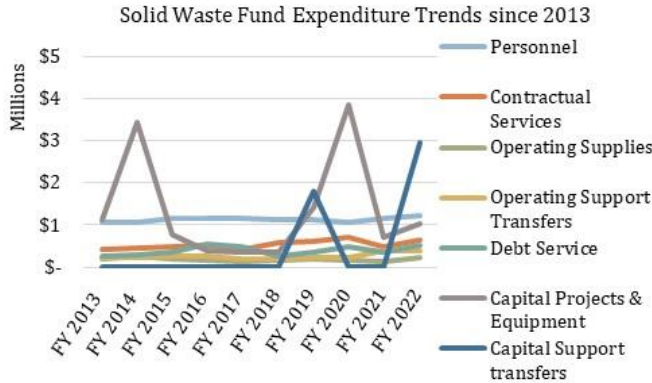
The City's landfill has undergone major improvements over the past decade to extend the useful life of the existing landfill, plan for future expansion, and provide an adequate reserve for closure and post-closure costs mandated by state and federal law. Prior to FY 2012, rates supporting disposal and diversion operations were grossly inadequate to provide for the long-term financial requirements of operating a landfill. Voters helped offset rate increases in part with 2010 specific purpose tax proceeds for landfill improvements (\$3.45 million). Even with this additional SPT funding, user rates required major adjustment to provide financial stability for this operation. The effects of these rate increases are seen starting in FY 2012, as the rate redesign for this Fund did not begin until FY 2011.

The positive impact of these rate adjustments on the Fund's financial condition is additional evidence of the value of long-term planning for infrastructure development. Without a strong financial position, it would be difficult to complete the amount of construction and remediation necessary to deliver landfill services. The City completed construction of three new landfill cells in fiscal year 2020. The new cells are lined and have leachate collection

systems. The liner and collection systems provide environmental protection by limiting groundwater contamination. These cells ensure that the City of Laramie will continue to have capacity for municipal solid waste.

Expenditure Trends

City management has kept operating costs stable in Solid Waste. As the chart below illustrates, personnel expenditures continue to make up most of this Fund's outflows.

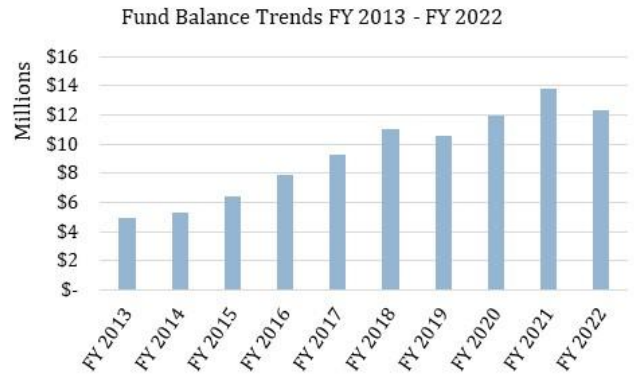


The two peaks in capital spending that occurred in FY 2014 and FY 2019 – FY 2020 were for landfill cell construction, with FY 2014 including the baler building as well. Expenditures in FY 2014 were primarily funded with state grants, while loans were the funding source in FY 2019 and FY 2020. Capital support transfers in FY 2019 and FY 2022 were for the Solid Waste Fund's share of the Municipal Operations Center.

Fund Balance Trends

The net increase in fund balance (currently available resources) each period is the approximate amount of infrastructure reserve generated by transactions that fiscal year. Of course, this reserve does not simply build up – it is generated due to long-term rate planning and is allocated to specific capital projects. Reserve levels are reviewed prior to rate recommendations each biennium. Current reserves are reflected in the ten-year financial plan and are used to help control future rate increases.

Financial planning for the Solid Waste Fund – particularly the disposal operation – can be clearly seen in fund balance trends (chart below). Starting in FY 2013, and accelerating after FY 2015, reserves grow to support the construction of future lined cells, as well as to provide funding for closure and post-closure cost obligations.



The Solid Waste Fund's available reserves comply with the policy to retain three to six months of expenditures in reserve.

	Unassigned Fund Balance (in millions)	Restricted, Committed, or Assigned Fund Balance (in millions)	Months in Unassigned Reserve
FY 2017	1.11	8.24	4.5 months
FY 2018	1.41	10.02	6.3 months
FY 2019	1.63	11.57	3.3 months
FY 2020	2.27	12.23	5.6 months
FY 2021	1.37	13.55	4.5 months
FY 2022	2.17	10.05	3.6 months

Most of the growth in fund balance has been in reserves with some level of restriction – whether an assignment to fund future landfill cell construction or funding for the landfill closure liability and post closure care costs.

Budget Summary

The budget summary provides an overview of how the City will balance its budget. The gap between forecasted revenue and appropriations is covered by reserves. Fund reserves are primarily used to balance non-recurring expenditures, like capital or one-time appropriations. The Administrative Services (AS) Director and Chief Operating Officer (COO) forecast available reserves yearly, and the City Manager reduces expenditures that exceed forecasted revenue and available reserves until the budget is in balance. When forecasting reserves, the AS Director and COO ensure that minimum reserve requirements remain intact.

FY 2024 Adjusted Budget Summary

Forecasted Revenue	\$5,865,381
Available Reserves	574,269
Available Reserves - Rebudgets	<u>2,497,089</u>
Total Available Resources	<u>8,936,739</u>
Budgeted Expenditures	(10,730,108)
Adjust Depreciation & Landfill Liability (Non-Cash)	1,793,369
Projected Increase (Decrease) in Fund Reserves	\$-

FY 2022 Summary & FY 2023 Projections

FY 2022 Summary

Solid Waste Fund service charges decreased by about 5% between fiscal years 2021 and 22. This change was due to consumption variances, as no rate changes were enacted by the City Council. Landfill dump fees experienced the largest variation, with contraction attributable to cleanup of a train derailment in the prior year. Landfill dump fees declined about \$350,000, while other service charges grew slightly (+\$37,000 across all other fee categories). Operating expenses grew 16% in the same period. The largest additional costs were for landfill equipment rentals and additional grinding and machinery repair; these expenses accounted for about \$200,000 (50%) of the increase. Additionally, debt service grew by about \$130,000 due to the first payment on the most recent landfill cell construction, which was financed through a SLIB SRF loan.

FY 2023 Projections

Landfill charges to date are slightly below FY 2022 year to date totals and are expected to be on target for FY 2023, with volume variances causing change from last year. Other service charges (collection, disposal, recycling) are either slightly up or even with last year's revenue to date. In total, FY 2023 revenue will meet or exceed the revenue forecast.

Inflation has impacted some costs at the landfill significantly, in particular fuel costs. Amendments have been approved by the City Council for these inflationary increases. With these changes, FY 2023 expenditures for the Solid Waste Fund will be in line with budgeted amounts.

Solid Waste Fund Revenue

Description of Major Revenue Sources

Charges for Services

Cost of service in Solid Waste is determined using the full cost rate structure, unless grant funding is available to offset rate payer fees. Types of charges for services revenue include collection fees, diversion fees, disposal fees, and landfill dump fees. The cost of the collection and disposal division is evaluated separately.

State Loan and Investment Board (SLIB)

Cities and towns in Wyoming are eligible for SLIB funding to improve public service facilities, alleviate an emergency that poses an immediate and direct threat to the health, safety, and welfare of the citizens, develop solid waste facilities, or foster investment in transportation.

State Revolving Funds (SRF) loans (Clean Water) are used for eligible landfill projects. While these funds are distributed by SLIB, they are federal in nature. Awards include up to 25% principal forgiveness.

SLIB grants and loans are used for City capital projects. During the budget process the City estimates the contribution of SLIB money based on grant stipulations, available match funding, and the amount of money the requesting department requests in the application process.

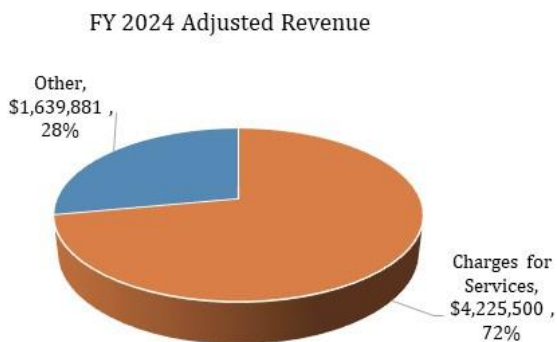
Forecasted Solid Waste Fund Revenue

The table below presents actual revenue for two years, year-to-date totals for FY 2023, and the forecasted and adjusted revenue for the biennium.

	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/1/23	FY 2023 Forecast	FY 2024 Forecast	FY 2024 Adjustments	FY 2024 Adjusted
Collection							
Grants and Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Curbside Recycling Fee	477,305	480,896	362,121	450,000	450,000	-	450,000
Collection Charges	1,175,729	1,191,842	898,669	1,100,000	1,100,000	-	1,100,000
Recycling Diversion	19,224	9,977	(1,208)	10,500	10,500	-	10,500
Total Collection	1,672,258	1,682,715	1,259,582	1,560,500	1,560,500	-	1,560,500
Disposal							
Grants and Contributions	-	-	-	-	-	-	-
SLIB Loans	-	-	-	-	-	-	-
Landfill/Dump Fees	2,244,160	1,884,602	1,382,653	1,650,000	1,650,000	-	1,650,000
Tire Recycling Fees	13,870	25,220	14,801	15,000	15,000	-	15,000
Disposal Charges	1,111,417	1,127,554	855,445	1,000,000	1,000,000	-	1,000,000
Miscellaneous	9,359	16,783	29,040	12,000	12,000	-	12,000
Total Disposal	3,378,806	3,054,159	2,281,939	2,677,000	2,677,000	-	2,677,000
Misc Federal Awards	426	-	-	-	-	-	-
Interest & Gain/Loss	56,045	96,593	122,199	20,000	20,000	-	20,000
Transfers In - Capital	-	145,560	-	-	-	-	-
Proceeds from Debt Issuance	1,238,561	1,309,985	720,076	2,014,074	-	1,607,881	1,607,881
Total Revenue	\$ 6,346,096	\$ 6,289,012	\$ 4,383,796	\$ 6,271,574	\$ 4,257,500	\$ 1,607,881	\$ 5,865,381

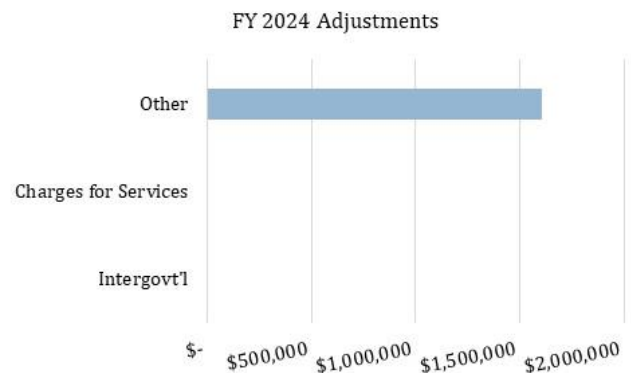
Revenue by Type

The composition of adjusted Solid Waste Fund revenue is presented below.



Charges for services typically totals between 70-80% of Solid Waste Fund revenue due to capital-related financing. The adjusted budget reflects this typical composition.

All of the revenue forecast adjustment is for lease financing on rebudgeted equipment purchases; these units were originally forecasted for financing in FY 2023, but delivery is delayed.



Solid Waste Fund Budgeted Expenditures

Budgeted expenditures are the results of several months of strategic planning with departmental directors. Personnel, operating, and capital expenditures are proposed and evaluated by the City Manager for alignment with management's and City Council's priorities. This process results in the City Manager's budget recommendation.

Overview of the FY 2024 Supplemental Budget

The City Council's goals are a major consideration in the development of the budget, as are operational objectives advocated for by the City's leadership team. Several prior year and current year goals relate to solid waste operations.

The capital plan received a thorough review during the biennium planning cycle. Details on the capital plan can be found in the Capital Investment and Construction Plan for FY 2023 – FY 2024 and in this document.

The City Manager set several parameters to limit supplemental budget requests in FY 2024. Directors were asked to consider only the following matters when developing requests so that the City could reserve as much funding as possible for compensation analysis and staffing study implementation:

- Operating amendments for police services and human resources due to new Chief and Director priorities
- Required inflationary increases for operating and existing capital projects
- Amendments related to major changes in Council goals or management objectives

City Council Goals related to Solid Waste Fund Operations

2023 Goals

Goal No. 1 – Infrastructure Planning & Investment

Milestone A: Prioritize planning and construction and reconstruction of public amenities, facilities, and rights-of-way to maximize safe access for persons of all abilities and ages.

Milestone F: Assess community connectivity options in effort to ensure adequate broadband infrastructure to retain workforce and businesses. (re: *Thrive!* Strategy #10)

Goal No. 3 – City Services and Resident Engagement

Milestone B: Continue migration to a new Enterprise Resource Planning software platform to modernize municipal business operations and processes for more efficient and effective public services.

Goal No. 5 – Environmental Stewardship

Milestone A: Continue energy efficiency efforts and explore potential large scale solar projects on city-owned property.

Milestone B: Engage County and School District partners to explore ways to reduce further the waste coming to landfill, including plastic bag reduction program and expanded composting.

2022 Goals

The budget appropriates funds to accomplish progress toward 2022 Council goals, as described below.

Goal B, Milestone #1: Consider Public Policies for Recycling and Litter Reduction, including Reducing Use of Retail-Use Plastic Bags as Set Forth in Resolution 2020-07 and Exploring Value-Added Recycling Partnership Opportunities.

Goal C, Milestone #1: Continue Technology Efficiency Program, Specifically Enterprise Resource Planning Software Replacement, to improve Customer Service and Lower Cost- of-Government.

Goal C, Milestone #2: Make Sustainable Modifications to Compensation that will Strengthen City's Ability to Recruit and Retain Highly Qualified Staff Members

Summary of the Personnel Budget and Solid Waste Fund Full Time Equivalent (FTE) Positions

The Personnel Budget

Personnel expenditures are a major expense for the City. These types of expenditures include the cost of salaries, benefits, overtime, and taxes for employees. The personnel budget is composed of benefited FTE positions, dollar amount allocations for non-benefited employees, and the related tax and benefit costs. Departments are not authorized to hire additional benefited staff members without recommendation by the City Manager and approval by the City Council. However, departments are authorized to hire as many non-benefited staff as they choose – providing they don't exceed the dollar amount of their

budget allocation for non-benefited personnel costs. The amounts for personnel costs are centrally budgeted by finance staff based on current authorized FTEs, base budget allocations for non-benefited employees, and current benefit and tax rates.

Solid Waste Fund Authorized FTEs

There was one additional FTE authorized starting in FY 2023 for a Recycling and Diversion Coordinator due to program growth, but there are no additional personnel adjustments in FY 2024.

Department	FY 2022	FY 2023 Adopted	FY 2024 Adopted	FY 2024 Adjusted
Solid Waste	18.0	19.0	19.0	19.0

Solid Waste Fund Budgeted Expenditures

The table below presents actual results for fiscal years 2021, 2022, and 2023 to-date, as well as the FY 2023 budget, as amended to date, and the adopted and adjusted FY 2024 budgets. Division-level budget detail is provided in subsequent sections.

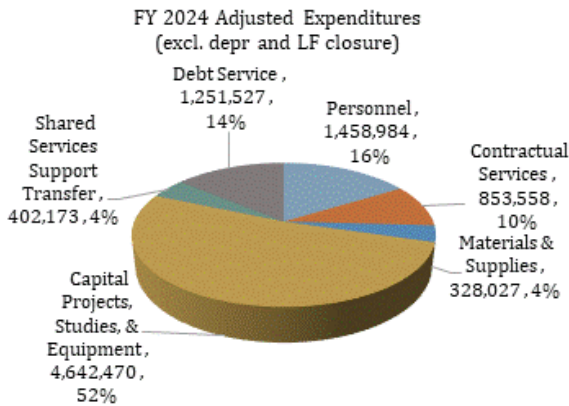
Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Administration							
Personnel	\$ 98,693	\$ 103,711	\$ 79,859	\$ 106,089	\$ 105,831	\$ -	\$ 105,831
Contractual Services	58,955	62,094	64,410	163,149	166,942	3,500	170,442
Materials & Supplies	565	4,709	1,827	5,508	5,508	-	5,508
Capital Projects, Studies, & Equipment	-	1,669	860	1,000	-	40,325	40,325
Interfund Transfers - Capital	1,238,561	788,650	-	-	-	-	-
Total Administration	1,396,774	960,833	146,956	275,746	278,281	43,825	322,106
Collection							
Personnel	481,008	504,970	395,279	529,486	529,887	-	529,887
Contractual Services	78,894	81,254	68,214	115,868	117,868	-	117,868
Materials & Supplies	69,406	91,911	121,696	191,228	106,228	65,000	171,228
Capital Projects, Studies, & Equipment	582,293	348,759	-	1,206,389	-	1,206,389	1,206,389
Interfund Transfers - Capital	-	1,569,045	-	129,644	-	-	-
Shared Services Support Transfer	198,327	198,327	158,707	211,609	211,609	-	211,609
Debt Service	248,735	252,565	203,587	331,842	533,748	10,915	544,663
Total Collection	1,658,663	3,046,831	947,483	2,716,066	1,499,340	1,282,304	2,781,644
Disposal							
Personnel	445,924	459,759	361,797	529,422	531,801	-	531,801
Contractual Services	241,975	465,257	137,831	386,448	368,948	55,300	424,248
Materials & Supplies	77,112	117,140	98,244	182,291	131,291	20,000	151,291
Capital Projects, Studies, & Equipment	118,932	686,994	684,605	3,626,278	500,000	2,895,756	3,395,756
Interfund Transfers - Capital	-	1,386,073	-	129,644	-	-	-
Shared Services Support Transfer	177,283	177,283	142,923	190,564	190,564	-	190,564
Debt Service	314,280	441,733	582,912	710,493	710,492	(3,628)	706,864
Total Disposal	1,375,506	3,734,239	2,008,312	5,755,140	2,433,096	2,967,428	5,400,524

Budgeted Expenditures (cont.)

Department & Category	FY 2021 Actual	FY 2022 Actual	FY 2023 YTD Actual 4/01/2023	FY 2023 Budget	FY 2024 Adopted	FY 2024 Adjustment	FY 2024 Adjusted Budget
Diversion							
Personnel	127,337	141,447	138,187	236,357	239,465	-	239,465
Contractual Services	120,296	49,010	69,589	141,000	141,000	-	141,000
Materials & Supplies	-	-	-	-	-	-	-
Total Diversion	247,633	190,457	207,776	377,357	380,465	-	380,465
<i>Reserve for Compensation Plan & Staffing Study Implementation</i>	-	-	-	-	-	52,000	52,000
Total b/f Depreciation and Closure Costs	4,678,576	7,932,360	3,310,527	9,124,309	4,591,182	4,345,557	8,936,739
Depreciation by Division							
Administration	-	-	-	100	200	149,600	149,800
Collection	237,321	267,971	-	379,510	428,736	(15,800)	412,936
Disposal	778,143	602,954	-	688,046	792,628	(60,800)	731,828
Diversion	-	-	-	-	-	-	-
Landfill Closure and Post-closure Cost	436,399	396,450	370,400	493,866	498,805	-	498,805
Total Solid Waste Fund	\$ 6,130,439	\$ 9,199,735	\$ 3,680,927	\$10,685,831	\$ 6,311,551	\$ 4,418,557	\$10,730,108

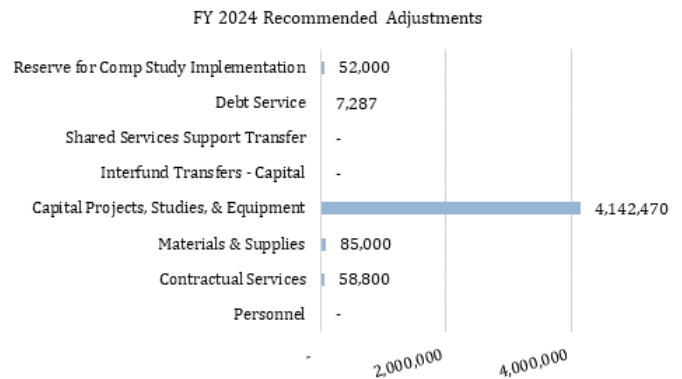
Expenditures by Type

The composition of the FY 2024 adjusted budget is presented below.

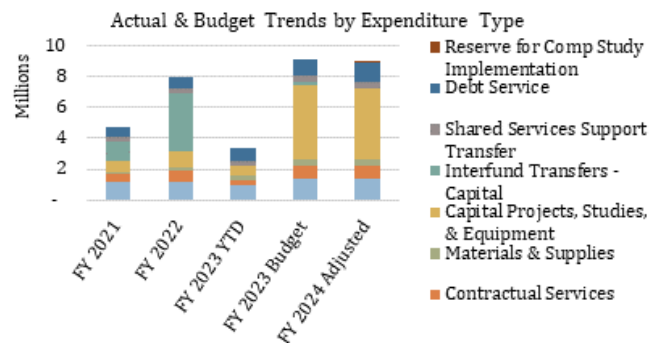


The budget for capital investment is about 50% of the total due to investments in large equipment items and landfill facility improvements. Operating costs total about 50% of the Fund's budget.

There are some small adjustments to operating costs; however, most of the adjustment is for rebudgets of capital investment.



The graph below shows actual spending for two years, annual-to-date totals and the adopted and adjusted budget for FY 2023 – FY 2024. FY 2024 capital investment appears high due to rebudgets.



Supplementals for FY 2024

This section contains detail for adjustments that are not capital related.

Operating Supplementals

This table summarizes supplemental funding for operating expenditures.

Division	Request Title	Description	Justification	FY 2024 Suppl.	Ongoing or One-time
Disposal	Rental Equipment	This request supports inflationary price increases for machinery rentals required for the composting program. Two machines, a screener and a grinder, are necessary for this process. The compost is sold to customers after it has been processed.	The cost to rent the equipment the City uses to process compost has increased dramatically. This equipment is critical to continue the composting operation	\$ 50,000	Ongoing
Solid Waste Fund Operating Supplementals				\$ 50,000	

Centrally Budgeted Adjustments

This table summarizes supplemental funding for centrally budgeted adjustments.

Division	Reason for Budget Adjustment	FY 2024	Onetime or Ongoing
Electricity Adjustments			
Disposal	This account may exceed its current FY 2024 appropriations due to forecasted inflation.	5,300	Ongoing
Maintenance Agreement Adjustments			
Administration	Cost increases in semi-annual fire inspection, as well as other maintenance agreements, are driving the need for an increase in this account.	3,500	Ongoing
Gas, Oil, and Lubricants Adjustments			
Collection	These accounts are very likely to exceed their current FY 2024 appropriations due to major price increases since the previous budget cycle. Equipment used in Solid Waste Fund operations has a heavy reliance on diesel fuel, diesel exhaust fluid, and other items that have seen very large increases in price. In some cases, items in this category are priced twice as much as they were a year ago.	65,000	Ongoing
Disposal		20,000	Ongoing
Depreciation Adjustments			
Administration	The Solid Waste Fund is expected to incur increased depreciation expense due to the Municipal Operations Center entering service.	73,000	Ongoing
Total Centrally Budgeted Adjustments		\$ 166,800	

Capital Project, Equipment and Fleet Budgets

Fleet Schedule

The four-year summary schedule for fleet vehicle and equipment replacements is presented below.

Division and Type	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025	FY 2026	Total
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ 42,563	\$ -	\$ 42,563
Equipment	1,206,389	-	-	1,206,389	-	-	1,206,389
Collection Total	1,206,389	-	-	1,206,389	42,563	-	1,248,952
Vehicles	-	-	-	-	8,141	-	8,141
Equipment	895,620	-	5,000	900,620	274,619	160,516	1,335,755
Disposal Total	895,620	-	5,000	900,620	282,760	160,516	1,343,896
Solid Waste Fund Total	\$ 2,102,009	\$ -	\$ 5,000	\$ 2,107,009	\$ 325,323	\$ 160,516	\$ 2,592,848

Equipment Replacements

Adjustments to the current fleet schedule are included below. Please reference the adopted capital investment and construction plan for FY 2023 – FY 2024 for information about future replacements.

Division	Model	Unit #	Description	Mileage	Meter	Purchase Year	Projected Cost	Add on Cost	Trade In \$\$\$	Estimated Total Budget	Repl Year	FY 2023 Rebudget	FY 2024 Adjustment	FY 2024 Adjusted Amount
Collection	LEU613	678	AUTOMATED TRUCK	11438	HR	2013	\$ 404,866	\$ 500	\$23,000	\$ 382,366	2022	\$ 382,366	-	\$ 382,366
Disposal	816F	600	COMPACTOR	6130	HR	2014	630,145	-	50,000	580,145	2023	580,145	-	580,145
Disposal	ROLLOFF	604	ROLLOFF TRUCK	8846	HR	2012	315,475	-	-	315,475	2023	315,475	5,000	320,475
Collection	MRU613	671	FRONT LOADER	12366	HR	2011	419,455	500	23,000	396,955	2023	396,955	-	396,955
Collection	LEU613	679	AUTOMATED TRUCK	9697	HR	2015	448,568	500	22,000	427,068	2023	427,068	-	427,068
Solid Waste Fund Equipment - FY 2024 Adjusted										\$2,102,009		\$2,102,009	\$5,000	\$2,107,009

Equipment Summary

The four-year schedule for routine equipment is detailed below. Descriptions for each item are presented after the summary table.

Equipment Reference	FY 2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted Amount	FY 2025	FY 2026	Equipment Total
Computer Workstation Replacement	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,100	\$ 1,100
Audio/Video Equipment	2,825	2,825	-	12,500	15,325	-	-	12,500
Backup Generator - MOC	-	-	-	25,000	25,000	-	-	25,000
Administration Total	3,825	2,825	-	37,500	40,325	-	1,100	38,600
Roll-off Containers	-	-	-	-	-	-	50,000	50,000
Litter Fence Replacement	75,000	-	-	-	-	-	-	-
Disposal Total	75,000	-	-	-	-	-	50,000	50,000
Solid Waste Fund Total	\$ 78,825	\$ 2,825	\$ -	\$ 37,500	\$ 40,325	\$ -	\$ 51,100	\$ 88,600

Equipment Descriptions

Computer Workstation Replacement

This request allows for the replacement of computer workstations.

Audio/Video Equipment

Audio/Video Equipment for the large conference room at the MOC.

Backup Generator – MOC

Purchase and install an automatic backup generator at the Municipal Operations Center for the large vehicle parking building (Building V). Funding split between Water, Wastewater and Solid Waste.

Roll-off Containers

Replace roll-off containers at the z wall that wear down over time.

Litter Fence Replacement

The landfill is required to have an adequate litter control program. Litter fences are an important part of controlling litter by catching litter at the working face.

Capital Projects Summary

The table below summarizes the capital project adjustments for FY 2024, as well as the current schedule for FYs 2025-2028 and project budgets to date. [In the electronic document, click on the project name to access project detail.](#)

Project Description	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Adopted	FY 2024 Suppl	FY 2024 Adjusted	FY 2025 & FY 2026	FY 2027 & FY 2028	Total Project Budget (All Years)
Disposal									
Household Hazardous Waste Building	\$ 1,774,995	\$ (284,859)	\$ 1,490,136	\$ -	\$ -	\$ 1,490,136	\$ -	\$ -	\$ 1,774,995
Indoor Meeting Space Expansion	275,000	-	275,000	-	-	275,000	-	-	275,000
Landfill Asphalt Chip Seal	80,000	-	80,000	-	-	80,000	-	-	80,000
Front Entrance Evaluation & Design	150,000	-	150,000	-	-	150,000	-	-	150,000
Cell 3A & 3B and Leachate Pond Design	-	-	-	150,000	-	150,000	-	-	150,000
Landfill Concrete Pavement-Front Entrance	-	-	-	350,000	-	350,000	-	-	350,000
C&D Disposal Area Expansion	-	-	-	-	-	-	150,000	-	150,000
Cell 3A & 3B and Leachate Pond Excavation	-	-	-	-	-	-	3,500,000	-	3,500,000
Refinish Baler Building Floor	-	-	-	-	-	-	100,000	-	100,000
Landscaping/Hydroseed	-	-	-	-	-	-	-	50,000	50,000
Disposal Total	2,279,995	(284,859)	1,995,136	500,000	-	2,495,136	3,750,000	50,000	6,579,995
Solid Waste Fund Total	\$ 2,279,995	\$ (284,859)	\$ 1,995,136	\$ 500,000	\$ -	\$ 2,495,136	\$ 3,750,000	\$ 50,000	\$ 6,579,995

Capital Project Detail

Detail for the listed capital projects can be found in the pages that follow.

Project # **SWD-CP21-011**
 Project Name **Household Hazardous Waste (HHW) Building**

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code LFHHWB
 Design Start 07/2020 Constr Start 04/2023

Description

Total Project Cost: \$1,774,995

This project has been designed and the bid has been awarded. The new building will be located near the front entrance of the landfill and will have storage and sorting areas for household hazardous waste. It will also feature an oversized maintenance bay for large equipment to be stored and serviced. The building is designed to have solar panels added at a later date. Construction is scheduled to start spring of 2023.

Justification

The current HHW building presents safety concerns, customer service problems, and work efficiency issues. The building is currently located one mile from the front entrance and does not have proper ventilation or heat and water service.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
1,220,000	Construction	554,995	0	0	0	0	554,995	0
Total	Total	554,995	0	0	0	0	554,995	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
1,220,000	Revenue or Cash Reserves	554,995	0	0	0	0	554,995	0
Total	Total	554,995	0	0	0	0	554,995	Total

Project # **SWD-CP22-011**
 Project Name **Indoor Meeting Space Expansion**

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code LFOBEX
 Design Start 05/2023 Constr Start 04/2024

Description

Total Project Cost: \$275,000

This project will expand the landfill's only temperature controlled indoor meeting space.

Justification

The landfill has one temperature controlled meeting space. It is only 247 sq./ft and is used by ten staff members as a locker room, break room, meeting room, training room and storage for sensitive monitoring and survey equipment. Expansion will allow for more efficient operations.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
75,000	Construction	200,000	0	0	0	0	200,000	0
Total	Total	200,000	0	0	0	0	200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
75,000	Revenue or Cash Reserves	200,000	0	0	0	0	200,000
Total	Total	200,000	0	0	0	0	200,000

Project # SWD-CP23-010
 Project Name Landfill Asphalt Chip Seal

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code LFACHS
 Design Start 02/2023 Constr Start 05/2023

Description

Total Project Cost: \$80,000

This chip seal will cover all asphalt placed three years ago around the baler building and will be coordinated with the chip seal project through Streets.

Justification

This project will maintain the newer pavement at the landfill to extend its life. By placing a sealer over the asphalt, it will extend the time before any replacement will be needed.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	80,000	0	0	0	0	80,000	0
Total	Total	80,000	0	0	0	0	80,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	80,000	0	0	0	0	80,000	0
Total	Total	80,000	0	0	0	0	80,000	Total

Project # SWD-CP23-011
 Project Name Front Entrance Evaluation & Design

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code LFFEEED
 Design Start 04/2023 Constr Start N/A

Description

Total Project Cost: \$150,000

This project will evaluate and design alternatives to alleviate traffic stacking and improve traffic flow at the landfill entrance.

Justification

Traffic counts continue to increase at the landfill and traffic commonly stacks up, impeding traffic on Rogers Canyon Road.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	150,000	0	0	0	0	150,000	0
Total	Total	150,000	0	0	0	0	150,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	150,000	0	0	0	0	150,000	0
Total	Total	150,000	0	0	0	0	150,000	Total

Project # SWD-CP24-010
 Project Name Cell 3A, 3B, and Leachate Pond Design

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code LF3ABP
 Design Start 10/2023 Constr Start TBD

Description

Total Project Cost: \$150,000

This project will design future cells at the landfill.

Justification

These cells will allow for future expansion and continued waste disposal capacity.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	150,000	0	0	0	150,000	0
Total	Total	0	150,000	0	0	0	150,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	150,000	0	0	0	150,000	0
Total	Total	0	150,000	0	0	0	150,000	Total

Project # SWD-CP24-012
 Project Name Landfill Concrete Pavement Front Entrance

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code LFCPFE
 Design Start N/A Constr Start 04/2024

Description

Total Project Cost: \$350,000

This project will install new concrete pavement from the highway to south of the scale. The scope and timing of this project is dependent on the Front entrance evaluation & design project.

Justification

The original asphalt surface from the entrance on Roger Canyon Road to just south of the scale is failing. Heavy truck traffic turning movements and poor drainage have contributed to the failure. This project will upgrade drainage and remove the failing asphalt, as well as install a concrete roadway. Concrete will hold up to the heavy truck traffic much longer.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	350,000	0	0	0	350,000	0
Total	Total	0	350,000	0	0	0	350,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	350,000	0	0	0	350,000	0
Total	Total	0	350,000	0	0	0	350,000	Total

Project # SWD-CP25-01
 Project Name C&D Disposal Area Expansion

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code
 Design Start Constr Start 04/2024

Description

Total Project Cost: \$150,000

This project will design and permit the next unlined area for C&D disposal.

Justification

The permitted Stage 1 unlined area will be reaching capacity in the near future.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	150,000	0	0	150,000	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	150,000	0	0	150,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	150,000	0	0	150,000	0
Total	Total	0	0	150,000	0	0	150,000	Total

Project # SWD-CP26-010
 Project Name Cell 3A, 3B, and Leachate Pond Excavation

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code
 Design Start N/A Constr Start 04/2026

Description

Total Project Cost: \$3,500,000

The project will excavate and line Cell 3A, 3B and future leachate ponds.

Justification

Continued waste disposal capacity is needed at the landfill.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	3,500,000	0	3,500,000	0
Total	Total	0	0	0	3,500,000	0	3,500,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Loan	0	0	0	3,500,000	0	3,500,000	0
	Revenue or Cash Reserves	0	0	0	0	0	0	
Total	Total	0	0	0	3,500,000	0	3,500,000	Total

Project # **SWD-CP26-011**
 Project Name **Refinish Baler Building Floor**

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code
 Design Start N/A Constr Start 07/2025

Description

Total Project Cost: \$100,000

This project will refinish damaged sections of concrete flooring.

Justification

The concrete flooring wears down due to materials being dropped onto and pushed across it. Refinishing is necessary before complete failure.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	100,000	0	100,000	0
Total	Total	0	0	0	100,000	0	100,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	100,000	0	100,000	0
Total	Total	0	0	0	100,000	0	100,000	Total

Project # **SWD-CP28-001**
 Project Name **Landscaping/Hydroseed**

Department Solid Waste
 Contact Public Works Director
 Type Capital
 Useful Life
 Category Solid Waste - Disposal

Account # 520-9020-432-7900 Project Code LFLSCP
 Design Start N/A Constr Start 04/2024

Description

Total Project Cost: \$50,000

This project provides slope stabilization and beautification on a bare slope.

Justification

Hydroseed will be required on the northern slope of Stage 1 to prevent erosion and blowing dust.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Other Costs or Studies	0	0	0	0	0	0	50,000
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	0	0	0	0	0	0	50,000
Total	Total	0	0	0	0	0	0	Total

Annually Appropriated City Funds

The City has other funds that are established for tracking certain types of activities, like economic development, E911, health insurance, and the cemetery perpetual care resources. The budgets for these funds are recommended and adopted on an annual basis. Additionally, the City also has capital funds (SPT Funds and the Parks and Recreation Development Fund) for which appropriations are made annually. A summary of forecasted revenue and budgeted expenditures is presented for each annually adopted fund in the pages that follow.

Economic Development Fund

This Fund, as the name suggests, accounts for the City's economic development initiatives and programs, as well as inflows and outflows governed by recapture agreements and other contractual obligations. The City does not use the Economic Development Fund to account for major construction projects aimed at economic development; rather, these projects are managed in the Capital Construction Fund. However, loans related to economic development projects are recorded in this fund.

Forecasted Revenue

The table below presents the forecasted revenue for FY 2024:

Revenue	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/1/2023	FY 2023 Budget	FY 2024 Forecasted
Misc. Revenue	\$ (145)	\$ 90	\$ -	\$ -	\$ -
BRC Grants	23,780	457,411	18,809	122,653	20,500,000
CARES Act Grant	17,305	-	-	-	-
Partner Contributions	-	-	-	-	-
Trihydro Building Rent	56,692	57,800	39,267	56,000	60,100
Basic Beginnings Lease	21,494	21,110	34,884	21,500	33,680
UL Building Lease	65,951	77,848	45,672	65,951	79,940
Star Awards Lease	12,615	-	-	-	-
Recapture Funds Earned	-	-	-	-	-
Contractual Payments for BRC Loan Agreements	51,903	51,903	-	52,000	52,000
Other Contractual Payments	28,665	266,558	33,180	50,000	33,000
Unrealized Gain	(90)	(312)	260	-	-
Interest Income	1,425	1,249	2,002	1,000	1,000
Total Economic Development Fund Revenue	\$ 279,595	\$ 933,657	\$ 174,074	\$ 369,104	\$ 20,759,720

Budgeted Expenditures

The table below presents budgeted expenditures for FY 2024:

Expenditures	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/1/2023	FY 2023 Budget	FY 2024 Budget
Bad/Uncollected Debt	\$ -	\$ -	\$ -	\$ -	\$ -
County Taxes & Fees	28,665	29,993	33,062	30,000	33,000
Economic Development Initiatives:					
Plenty R & D Facility	-	-	-	-	20,500,000
Interfaith Food Pantry Expansion	-	674,713	4,396	266,106	-
COVID-19 Emergency Relief Program	91,326	-	-	153,088	153,088
Other Economic Development Payments	29,620	5,374	78	100,000	100,000
General Fund Support - Potential Retail Partnerships	-	-	-	250,000	-
Machinery & Equipment	-	-	-	-	-
Principal	44,734	44,912	-	45,799	437,634
Interest	8,951	8,895	-	6,104	19,337
Total Economic Development Fund Expenditures	\$ 203,296	\$ 763,887	\$ 37,536	\$ 851,097	\$ 21,243,059

Available Resources

The Economic Development Fund has a limited range of financial resources. Many of the inflows are attributable to contractual agreements between the City and its partners in economic development initiatives. As of April 2023, the City's available resources in the Economic Development Fund total approximately \$1.6 million. Some resources in this fund, however, carry restrictions. An estimate of fund balance is presented, by restriction, below:

Restricted for General Economic Development \$ 1,143,555
Restricted for Revolving Loan Fund \$9,081
Restricted for UL Contractual Obligations \$405,068

Economic Development Projects and Initiatives for FY 2024

Plenty R & D Facility

In August 2022, the City of Laramie applied with the Wyoming Business Council for a Business Committed Award, not to exceed \$20 million, for construction of a building in Cirrus Sky Business Park to support the expansion of Plenty Unlimited, Inc.

The Laramie community and its municipal government are both well acquainted with corporate citizen, Plenty Unlimited, Inc. (Plenty). This Business Ready Community (BRC) Grant would support Plenty's continued expansion and establish Laramie as the company's hub for Plant Science Research and Development, create employment opportunities for residents, and contribute to the community's prosperity. Plenty's Chief Science Officer and co-founder, Dr. Nate Storey, completed his PhD in Plant Science while at the University of Wyoming. His research at the University of Wyoming was initially commercialized by Bright Agrotech, a company he founded in Laramie in 2010 and, with grant support from the City of Laramie and State of Wyoming in 2015, expanded to include some 30+ jobs in 2015. In 2017, Bright Agrotech merged with Plenty. The company has grown quickly with two commercial production farms now located in South San Francisco and Compton, California.

Backed by a consortium of top technology and sustainability investors, Plenty credits its success largely to the Plant Science R&D center in Laramie, where many key breakthroughs in yield, product assortment, and beyond were first developed. The grant would assist Plenty in expanding the Laramie facility into a true global Plant Science R&D center of excellence and a premier destination

for indoor farming research worldwide. The project will retain 65 full time jobs and create additional primary jobs up to 125 new full-time positions by 2028. Many of the local workers will be hired through an internship-to employment pipeline, as well as hiring recent graduates from the University of Wyoming.

Completion of construction of the new R & D center is estimated to take between 18 to 24 months following approval of the BRC grant request. Plenty will lease the facility over a six-year period at an escalating rate and receive lease credits as job creation benchmarks are met; and, may purchase the building thereafter. The R & D Center will be located at the Cirrus Sky Technology Park at roughly 22nd Street & Asphalt Lane on land donated by Laramie Chamber Business Alliance (LCBA).

LCBA has pledged the grant cash match \$500,000. The City will act as applicant/recipient for the grant and provide staff support including grant administration, accounting, project management, reporting and other technical support. LCBA will share recaptured "net revenues" with the Wyoming Business Council at their required 75%/25% split rate. Of the percentage retained by the Laramie Chamber Business Alliance, 80% will be reinvested in future economic development projects.

COVID-19 Emergency Relief Program

On April 7, 2020, the City Council approved a resolution supporting a partnership with the Laramie Chamber Business Alliance to establish a micro loan and grant program for business workforce stabilization. The resolution pledges up to \$200,000 for businesses with 100 or fewer employees to apply for grants and loans up to a \$20,000 value with terms ranging from two to five years and variable interest rates of 3% or less. The relief program is administered and managed by the LCBA with oversight from a five-member board. To date, \$46,912 has been awarded from City funds. LCBA has requested that the City rebudget program funds in FY 2023.

Other Economic Development Payments

The City annually appropriates placeholder funding for economic development expenditures that may become necessary during the year. The City does not utilize this funding often, but allocating a reserve allows the City to quickly adapt if economic development opportunities arise.

E911 Fund

E911 funds are generated through a legislatively allowed surcharge on all telecommunications subscriber devices within Albany County. The funds are restricted and can only be used for purposes that directly support the 911 function. The LARC Division of the Laramie Police Department most recently used E911 funds to upgrade its Dispatch Unit radio consoles, which allowed connection with the WyoLink interoperable statewide radio system.

Since inception, E911 funds have covered the costs of all 911 telephone bills that the LARC Division incurs. Since the countywide emergency notification system – CodeRED – also benefits all residents, that service also utilizes E911 funds.

Forecasted Revenue

The table below presents the forecasted revenue for FY 2024:

Revenue	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/1/2023	FY 2023 Budget	FY 2024 Forecasted
Communication E911	\$ 303,022	\$ 304,187	\$ 196,575	\$ 275,000	\$ 275,000
Unrealized Gain/Loss	(13,476)	(40,897)	(16,559)	-	-
Misc. Lease Revenue	-	-	-	-	-
Interest Income	3,060	3,743	3,311	3,000	3,000
Total E911 Fund Revenue	\$ 292,606	\$ 267,033	\$ 183,327	\$ 278,000	\$ 278,000

Budgeted Expenditures

The table below presents budgeted expenditures for FY 2024:

Expenditures	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/1/2023	FY 2023 Budget	FY 2024 Budget
Professional/Consulting	\$ 13,000	\$ 13,390	\$ -	\$ 20,000	\$ -
Telephone	-	-	-	2,000	-
E911	29,915	26,814	17,108	40,000	40,000
Broadband	17,321	17,542	12,491	18,200	18,200
Maintenance Agreements	165,351	130,565	83,925	247,513	48,500
Mach. & Equipment Repair	4,314	-	-	10,000	-
Operating Supplies	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-
Capital Projects - Software	167,608	2,650	-	307,092	307,092
Principal	120,732	124,995	80,684	145,950	94,299
Interest	13,182	9,797	4,577	6,881	8,655
Total E911 Fund Expenditures	\$ 531,423	\$ 325,753	\$ 198,785	\$ 797,636	\$ 516,746

Health Insurance Fund

This fund is an internal service fund established to account for the financing of employee health insurance.

This fund is expected to be dissolved during FY 2024 because of the City's move to the State of Wyoming's health insurance plan. The City expects one month of claims in FY 2024, prior claim payments, and administrative fees. The determination about distributions of remaining funds will be made later, in consultation with the City Manager.

Forecasted Revenue

The table below presents the forecasted revenue for FY 2024:

Revenue	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/1/2023	FY 2023 Budget	FY 2024 Forecasted
Stop Loss	\$ 888,784	\$ 916,833	\$ 627,827	\$ 600,000	\$ 50,000
BCBS Refunds	-	3,072	-	8,000	-
Employer/Employee Contributions	3,224,391	3,286,497	2,893,672	3,100,000	320,000
Misc. Income	(222)	(20)	-	-	-
Unrealized Gain/Loss	(56,970)	(264,330)	(90,272)	-	-
Interest Income	41,891	39,077	26,495	40,000	5,000
Interfund Transfer - General Fund	41,686	14,022	-	-	-
Total Health Insurance Fund Revenue	\$ 4,139,560	\$ 3,995,151	\$ 3,457,722	\$ 3,748,000	\$ 375,000

Budgeted Expenditures

The table below presents budgeted expenditures for FY 2024:

Expenditures	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/1/2023	FY 2023 Budget	FY 2024 Budget
Employee Health Claims	\$ 3,908,652	\$ 5,317,909	\$ 3,518,988	\$ 3,700,000	\$ 1,500,000
Cobra	-	-	-	-	-
Retiree Contributions	41,686	14,022	-	-	-
Health Fair	6,690	6,744	4,090	18,000	-
Professional & Consulting	10,000	10,000	7,500	15,000	7,500
Miscellaneous	1,509	1,615	1,627	5,000	2,000
125 Admin Plan Fee	3,094	3,044	2,206	10,000	431,856
Total Health Insurance Fund Expenditures	\$ 3,971,631	\$ 5,353,334	\$ 3,534,411	\$ 3,748,000	\$ 1,941,356

Cemetery Perpetual Care Fund

This fund is a special revenue fund that accounts for amounts held for the cemetery for the preservation and expansion of lots.

Forecasted Revenue

The table below presents the forecasted revenue for FY 2024:

Revenue	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/1/2023	FY 2023 Budget	FY 2024 Forecasted
Lot Sales	\$ -	\$ -	\$ -	\$ -	\$ -
Cemetery Prep Care Contracts	10,730	11,300	12,300	7,500	7,500
Funeral Service/Filing Fees	-	-	-	-	-
Unrealized Gain/Loss	(8,755)	(64,714)	(16,990)	-	-
Interest Income	8,589	8,335	5,519	10,000	10,000
Interest Income - Lot Sales	-	-	-	-	-
Total Cemetery Trust Fund Revenue	\$ 10,564	\$ (45,079)	\$ 829	\$ 17,500	\$ 17,500

Budgeted Expenditures

The table below presents budgeted expenditures for FY 2024:

Expenditures	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/1/2023	FY 2023 Budget	FY 2024 Budget
Cemetery Lot Buy Back	\$ 2,600	\$ 2,016	\$ 2,849	\$ 2,500	\$ 2,500
Other Improvement	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Interfund Transfer	7,500	7,500	5,000	52,500	32,593
Total Cemetery Trust Fund Expenditures	\$ 10,100	\$ 9,516	\$ 7,849	\$ 55,000	\$ 35,093

Parks and Recreation Development Fund

This capital fund is comprised of parks and recreation capital projects, as well as community projects that are funded primarily with the assistance of Recreation Mill distributions from the Albany County Recreation Board (ACRB).

Forecasted Revenue

The table below presents the forecasted revenue for FY 2024:

Project Description	Revenue Source	Total Project Revenue	Revenue Received to Date	FY 2024 Revenue	FY 2024 Forecast Total
Community Recreation Project Support					
<i>Prior Year Projects</i>					
Little League Complex Fence Replacement	\$50,000 ACRB	\$ 50,000	\$ (50,000)	\$ -	\$ -
Laramie Main Street Alliance - FY 2018	100% ACRB	12,500	(12,500)	-	-
Renovation-LaBonte Park Fitness Stations - FY 2020	100% ACRB	5,750	(5,750)	-	-
Cathedral Home for Children - FY 2021	100% ACRB	1,000	(1,000)	-	-
Downtown Clinic - FY 2021	100% ACRB	2,500	(2,500)	-	-
Laramie BikeNet - FY 2021	100% ACRB	9,945	(9,945)	-	-
<i>FY 2022 Projects</i>					
Laramie Wrestling Club - FY 2022	100% ACRB	2,000	(2,000)	-	-
Friends of Laramie Skate Park - FY 2022	100% ACRB	8,200	(8,200)	-	-
High Plains Curmudgeons - FY 2022	100% ACRB	3,000	(3,000)	-	-
<i>FY 2023 Projects</i>					
Greater Wyoming Big Brothers/Sisters	100% ACRB	20,000	(20,000)	-	-
Project Graduation	100% ACRB	5,000	(5,000)	-	-
Laramie Amateur Hockey Club	100% ACRB	10,890	(10,890)	-	-
Cowboy Kids Wrestling Club	100% ACRB	1,000	-	-	1,000
Laramie BikeNet	100% ACRB	8,650	(8,650)	-	-
Laramie Girls Softball Association	100% ACRB	24,592	(24,592)	-	-
Laramie Floorball Club	100% ACRB	13,000	(13,000)	-	-
Laramie Legion Baseball	100% ACRB	21,530	(21,530)	-	-
Laramie Enduro	100% ACRB	12,458	(12,458)	-	-
Laramie Downtown Clinic	100% ACRB	2,520	(2,520)	-	-
<i>FY 2024 Projects - Add Below</i>					
Big Brothers Big Sisters of Wyoming	100% ACRB	-	-	20,000	20,000
Cowboy Kids Wrestling Club	100% ACRB	-	-	1,000	1,000
Laramie Youth Baseball	100% ACRB	-	-	4,709	4,709
Laramie Girls Softball Association	100% ACRB	-	-	9,550	9,550
Laramie Fire Youth Basketball	100% ACRB	-	-	8,000	8,000
Pilot Hill Inc.	100% ACRB	-	-	10,000	10,000
Laramie Amateur Hockey Club	100% ACRB	-	-	14,188	14,188
Laramie Soccer Club	100% ACRB	-	-	20,404	20,404
Laramie Public Art Coalition	100% ACRB	-	-	21,819	21,819
Laramie Floorball Club	100% ACRB	-	-	7,927	7,927
Laramie Regulators Baseball	100% ACRB	-	-	10,425	10,425
Laramie Legion Baseball	100% ACRB	-	-	10,000	10,000
Parks & Rec Development Fund	Total Revenue	\$ 214,535	\$ (213,535)	\$ 138,022	\$ 139,022

Budgeted Expenditures

The table below presents budgeted expenditures for FY 2024:

Project Description	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024 Budget	Total Project Funding
Community Recreation Project Support					
<i>Prior Year Projects</i>					
Little League Complex Fence Replacement	\$ 54,937	\$ (54,629)	\$ 308	\$ 308	\$ 54,937
Laramie Main Street Alliance - FY 2018	12,500	(12,407)	93	93	12,500
Renovation-LaBonte Park Fitness Stations - FY 2020	5,750	(4,249)	1,501	1,501	5,750
Cathedral Home for Children - FY 2021	1,000	(730)	270	270	1,000
Downtown Clinic - FY 2021	2,500	(1,757)	743	743	2,500
Laramie BikeNet - FY 2021	9,945	(9,658)	287	287	9,945
<i>FY 2022 Projects</i>					
Laramie Wrestling Club - FY 2022	2,000	-	2,000	2,000	2,000
Friends of Laramie Skate Park - FY 2022	8,200	-	8,200	8,200	8,200
High Plains Curmudgeons - FY 2022	3,000	(187)	2,813	2,813	3,000
<i>FY 2023 Projects</i>					
Greater Wyoming Big Brothers/Sisters	20,000	(6,388)	13,612	13,612	20,000
Project Graduation	5,000	(2,000)	3,000	3,000	5,000
Laramie Amateur Hockey Club	10,890	-	10,890	10,890	10,890
Cowboy Kids Wrestling Club	1,000	-	1,000	1,000	1,000
Laramie BikeNet	8,650	-	8,650	8,650	8,650
Laramie Girls Softball Association	24,592	-	24,592	24,592	24,592
Laramie Floorball Club	13,000	(11,941)	1,059	1,059	13,000
Laramie Legion Baseball	21,530	(7,400)	14,130	14,130	21,530
Laramie Enduro	12,458	(10,247)	2,211	2,211	12,458
Laramie Downtown Clinic	2,520	-	2,520	2,520	2,520
<i>FY 2024 Projects - Add Below</i>					
Big Brothers Big Sisters of Wyoming	-	-	-	20,000	20,000
Cowboy Kids Wrestling Club	-	-	-	1,000	1,000
Laramie Youth Baseball	-	-	-	4,709	4,709
Laramie Girls Softball Association	-	-	-	9,550	9,550
Laramie Fire Youth Basketball	-	-	-	8,000	8,000
Pilot Hill Inc.	-	-	-	10,000	10,000
Laramie Amateur Hockey Club	-	-	-	14,188	14,188
Laramie Soccer Club	-	-	-	20,404	20,404
Laramie Public Art Coalition	-	-	-	21,819	21,819
Laramie Floorball Club	-	-	-	7,927	7,927
Laramie Regulators Baseball	-	-	-	10,425	10,425
Laramie Legion Baseball	-	-	-	10,000	10,000
Parks & Rec Development Fund	\$ 219,472	\$ (121,593)	\$ 97,879	\$ 235,901	\$ 357,494

Capital and Community Recreation Projects

The table below presents detail for FY 2024 projects:

Capital and Community Recreation Projects

Project	Description	FY 2024
Prior Year Projects		
Little League Complex Fence Replacement	The fence around the little league complex is over 50 years old and is in need of replacement primarily for safety concerns.	\$ 308
Laramie Main Street Alliance - FY 2018	This ACRB pass through grant will support phase II & III installation of bike racks.	93
Renovation-LaBonte Park Fitness Stations - FY 2020	This ACRB grant will renovate Fitness Stations at LaBonte Park.	1,501
Cathedral Home for Children - FY 2021	This ACRB pass through grant will provide program support, including equipment items.	270
Downtown Clinic - FY 2021	This ACRB pass through grant will provide program support.	743
Laramie BikeNet - FY 2021	This ACRB pass through grant will provide support for equipment and improvements.	287
FY 2022 Projects		
Laramie Wrestling Club - FY 2022	This ACRB pass through grant will provide facility rental fees, membership fees, and scholarships.	2,000
Friends of Laramie Skate Park - FY 2022	This ACRB pass through grant will provide a pop up skate park.	8,200
High Plains Curmudgeons - FY 2022	This project, funded by a donation, will provide placeholder funding for projects conducted by the High Plains Curmudgeons.	2,813
FY 2023 Projects		
Greater Wyoming Big Brothers/Sisters	This ACRB pass through grant will provide recreational activities, including equipment items.	13,612
Project Graduation	This ACRB pass through grant will provide rental fees to support this program for five years.	3,000
Laramie Amateur Hockey Club	This ACRB pass through grant will support the Hockey 101 and girls' programs.	10,890
Cowboy Kids Wrestling Club	This ACRB pass through grant will support member fees, scholarships and equipment for this program.	1,000
Laramie BikeNet	This ACRB pass through grant will fund support for the design and engineering of the bike park project.	8,650
Laramie Girls Softball Association	This ACRB pass through grant will provide for program equipment needs.	24,592

Capital and Community Recreation Projects (cont.)

Project	Description	FY 2024
Laramie Floorball Club	This ACRB pass through grant will provide support for gym rental and program equipment needs.	1,059
Laramie Legion Baseball	This ACRB pass through grant will provide support for fees and program equipment needs.	14,130
Laramie Enduro	This ACRB pass through grant will support the purchase of accessories for the timing system.	2,211
Laramie Downtown Clinic	This ACRB pass through grant will provide funding for the clinic's outdoor garden space project.	2,520
FY 2024 Projects		
Big Brothers Big Sisters of Wyoming	This ACRB pass through grant will provide program support for Big Brothers Big Sisters of Wyoming.	20,000
Cowboy Kids Wrestling Club	This ACRB pass through grant will provide for program support, equipment needs, and website maintenance.	1,000
Laramie Youth Baseball	This ACRB pass through grant will provide for program support and equipment needs.	4,709
Laramie Girls Softball Association	This ACRB pass through grant will provide for program support and equipment needs.	9,550
Laramie Fire Youth Basketball	This ACRB pass through grant will provide for program support and equipment needs.	8,000
Pilot Hill Inc.	This ACRB pass through grant will provide for engineering for over eighteen miles of trails.	10,000
Laramie Amateur Hockey Club	This ACRB pass through grant will provide for program support, equipment and uniform needs.	14,188
Laramie Soccer Club	This ACRB pass through grant will provide for indoor facility upgrades.	20,404
Laramie Public Art Coalition	This ACRB pass through grant will support art programming and improvements at the Optimist Park basketball court.	21,819
Laramie Floorball Club	This ACRB pass through grant will provide for program support and equipment needs.	7,927
Laramie Regulators Baseball	This ACRB pass through grant will provide for field maintenance and equipment needs.	10,425
Laramie Legion Baseball	This ACRB pass through grant will provide for program support and an equipment storage shed.	10,000
Total Parks and Recreation Development Fund		\$235,901

SPT Funds

SPT Funds account for the proceeds of specific purpose taxes approved by Albany County voters. The City has two SPT Funds currently related to the 2010 and 2018 taxes.

SPT 2018 Fund

The SPT 2018 Fund accounts for collections of the 2018 tax, as well as the expenditure of funds held in trust and in City accounts.

2018 Specific Purpose Tax Description

The total tax approved was \$42,073,475, and the City estimates collection of this tax at 10-12 years. Descriptions, allocated tax, and bonding limits are below:

\$3,876,221 – Fire Drill Training Tower

For the Laramie Fire Department to design and construct a new live-burn training building; make improvements to the multi-story drill training tower; expand and renovate the training classroom with associated landscaping and site improvements; and purchase training, operational equipment, and furnishings. **The City can issue up to \$3,050,000 in bonds.**

\$2,500,000 – Recreation Center/Ice and Event Center Improvements

For Laramie Community Recreation Center & Ice and Event Center improvements, including renovation of indoor leisure pool, general amenities, locker rooms, and customer service areas; replacement of furniture, fixtures, and equipment; concrete rehabilitation; and expansion of facility amenities, with associated landscaping and site improvements.

\$3,352,981 – City Facility Improvements

For improvements and preservation of the historic City Hall and the Carnegie Annex buildings and offices, including security improvements, energy efficiency upgrades, site improvements, facility planning, design, engineering, and development; improvements and repurposing of the City's land and buildings on North 4th Street, located north of Harney Street and south of Reynolds Street; and improvements to Police headquarters including design, expansion, and upgrades to law enforcement training facilities and training equipment and furnishings. **The City can issue up to \$1,100,000 in bonds.**

\$2,135,446 – Recreational Shared Use Paths and Trails

For new and existing recreational shared-use paths and trails including planning, design, development, construction, project management, land or easement acquisition, rehabilitation, and amenities, including construction of Spring Creek Trail Phase 1 & 2. **The City can issue up to \$500,000 in bonds.**

\$6,821,080 – Parks

For construction of new parks and improvements of existing public parks, as set forth in the City's Parks and Recreation Master Plan, including planning, design, development, land acquisition, project management, construction, rehabilitation, amenities, and playground equipment. **The City can issue up to \$650,000 in bonds.**

\$1,000,000 – Community and Gateway Enhancements

For community and gateway enhancements located near the entrances to the City on Snowy Range Road, Third Street, Grand Avenue, and highway interchanges, including landscaping, irrigation, beautification, safety, public art installations, lighting, energy efficiencies, architectural enhancements, signage, amenities, land acquisition, property redevelopment, and nuisance abatement.

\$250,000 – Casper Aquifer Protection

To protect Casper Aquifer groundwater, including expansion and improvement of the water quality monitoring network by groundwater flow modeling; infrastructure improvement, including the design, development, and installation of additional monitoring wells; watershed protection efforts; wellhead protection and security; vulnerable feature identification and mitigation; and acquisition of property in recharge Zones I and Zone II as identified in the 2008 Casper Aquifer Protection Plan.

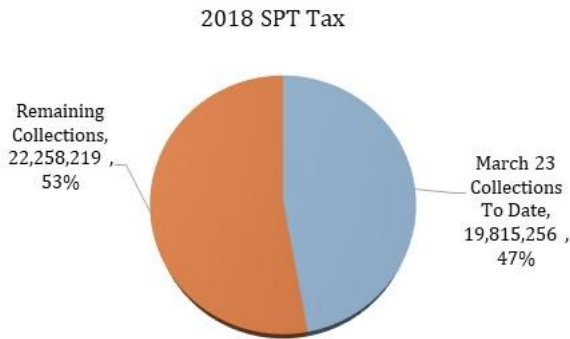
\$22,137,747 – Streets and Storm Drainage

Construction and one-time major street reconstruction, street overlay, and storm drainage projects within the City of Laramie including planning, design, engineering, development, construction, rehabilitation, project management, land or easement acquisition, and curb, gutter, and sidewalk, and specified paved and unpaved locations. **The City can issue up to \$4,200,000 in bonds.**

Forecasted Revenue

The table below presents the forecasted revenue for FY 2024.

Revenue	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/11/23	FY 2023 Forecast	FY 2024 Forecast
Sales tax - bonded	\$ 983,100	\$ 983,100	\$ 655,400	\$ 925,200	\$ 925,200
Sales tax - non bonded*	3,972,653	3,848,154	2,967,342	2,974,800	3,700,000
Interest	936	4,881	11,427	750	12,000
Proceeds from bonding	5,145,000	4,135,000	-	-	-
SLIB Grants	-	141,727	-	194,418	194,418
Other Grants	135,939	395,048	-	151,220	590,000
Contributions	57,000	95,000	5,000	13,000	8,000
Interfund project transfers	198,000	353,637	-	-	-
Miscellaneous Income	115	375	12	-	-
Total SPT 2018 Fund Revenue	\$ 10,492,743	\$ 9,956,922	\$ 3,639,181	\$ 4,259,388	\$ 5,429,618



Collections to Date

The City has received 54% of the total approved collections for the 2018 Specific Purpose Tax in the first 51 months of the tax. If the current average of collections continues, the tax will be fully collected in 50-59 months.

Collections are allocated to specific projects and bonding based on the voter approved ballot. Taxes are allocated the year after collection, as funds must be on hand prior to spending. The capital schedule reflects this funding approach.

Budgeted Expenditures

The table below presents budgeted expenditures for FY 2024.

Expenditures	FY 2021 Actuals	FY 2022 Actuals	FY 2023 YTD Actuals 4/11/23	FY 2023 Budget	FY 2024 Budget
Fire Drill Training Tower	\$ 1,104,530	\$ 2,283,308	\$ 10,559	\$ -	\$ -
Recreation Center/Ice & Events Center Improvements	710,196	185,614	62,406	210,000	377,594
City Facility Improvements	404,242	11,725	23,981	163,275	1,474,224
Casper Aquifer Protection	-	-	-	93,626	118,626
Recreational Shared Use Paths & Trails	1,560	15,674	-	166,440	1,450,766
Parks	230,062	1,185,298	19,065	931,872	920,440
Community & Gateway Enhancements	-	-	-	164,355	164,355
Streets & Storm Drainage	1,673,441	2,974,766	1,431,451	7,382,700	5,319,067
Bonding Fees	81,899	82,000	-	-	-
Fiduciary Fees	12,402	21,662	1,500	10,000	-
Debt Service	221,083	660,225	451,376	902,152	904,433
Total SPT 2018 Fund Expenditures	\$ 4,439,415	\$ 4,439,415	\$ 2,000,338	\$ 10,024,420	\$ 10,729,505

Capital Project Summary

The table below summarizes the capital project adjustments for FY 2024, as well as the current schedule for FYs 2025 and 2026 and project budgets to date. [In the electronic document, click on the project name to access project detail.](#)

Project Description by Ballot Category	FY 2023 TTD Budget	TTD Actuals 4/1/2023	FY 2023 Rebudget	FY 2024	FY 2024 Recommended	FY 2025	FY 2026	Total Project Budget (All Years)
Aquifer Protection								
Aquifer Protection Reserve	\$ 93,626	\$ -	\$ 93,626	\$ 25,000	\$ 118,626	\$ -	\$ -	\$ 118,626
Total	93,626	-	93,626	25,000	118,626	-	-	118,626
City Facility Improvements								
Police HVAC Replacement	60,000	(35,071)	24,929	60,000	84,929	-	-	120,000
City Building Renovation	75,000	(35,705)	39,295	1,100,000	1,139,295	-	-	1,175,000
Annex Floor Refinishing	100,000	-	100,000	100,000	200,000	-	-	200,000
4th Street Repurposing	-	-	-	50,000	50,000	400,000	-	450,000
Police Training Expansion	-	-	-	-	-	75,000	-	75,000
Total	235,000	(70,776)	164,224	1,310,000	1,474,224	475,000	-	2,020,000
Community & Gateway Enhancements								
Gateway Beautification Design	164,355	-	164,355	-	164,355	-	-	164,355
Total	164,355	-	164,355	-	164,355	-	-	164,355
Parks								
Rotary Clubs Park at Grand View Heights	64,910	(52,495)	12,415	-	12,415	1,600,000	-	1,664,910
Coughlin Pole Mtn Park	250,000	-	250,000	-	250,000	-	-	250,000
Park Restroom Upgrades	250,000	(1,975)	248,025	250,000	498,025	250,000	-	750,000
Undine Path Construction	-	-	-	-	-	-	150,000	150,000
Labonte Park Pathway Improv Ph 1	60,000	-	60,000	-	60,000	-	-	60,000
Blue Softball Field Renovation	25,000	-	25,000	-	25,000	-	-	25,000
Aragon Field Development	-	-	-	75,000	75,000	-	1,075,000	1,150,000
Phase II Bike Park	-	-	-	-	-	200,000	-	200,000
Optimist Playground	-	-	-	-	-	300,000	-	300,000
Little League Field Redevelopment	-	-	-	-	-	-	350,000	350,000
Total	649,910	(54,470)	595,440	325,000	920,440	2,350,000	1,575,000	4,899,910
Recreation Center - Ice and Events Center Improvements								
Ice and Events Center Facility Updates	-	-	-	-	-	-	-	-
Indoor Leisure Pool Improvements	210,000	(62,406)	147,594	230,000	377,594	500,000	-	940,000
Total	210,000	(62,406)	147,594	230,000	377,594	500,000	-	940,000
Streets & Storm Drainage								
Flint Street Rehabilitation	192,465	(116,279)	76,186	-	76,186	-	-	192,465
9th Street Reconstruction - Phase 2	1,595,000	(1,105,661)	489,339	-	489,339	-	-	1,595,000
19th Street Reconstruction	275,000	(17,190)	257,810	-	257,810	-	-	275,000
Wyoming Ave & W Laramie Storm Water Outfall	3,164,418	(190,705)	2,973,713	-	2,973,713	-	-	3,164,418
Bill Nye Storm Drainage	-	-	-	750,000	750,000	-	-	750,000
Labonte Park Pond	-	-	-	-	-	430,000	-	430,000
Optimize Drainage Ponds - 22nd Street	203,300	(136,281)	67,019	-	67,019	-	-	203,300
Boswell Drive Reconstruction	-	-	-	115,000	115,000	-	1,035,000	1,150,000
Palmer Street Reconstruction	-	-	-	115,000	115,000	-	875,000	990,000
Street Rehabilitation - Beaufort Street	475,000	-	475,000	-	475,000	-	-	475,000
Ivinson Street Reconstruction	-	-	-	-	-	340,000	3,400,000	3,740,000
Sherman Hills Rehabilitation	-	-	-	-	-	500,000	-	500,000
Total	5,905,183	(1,566,116)	4,339,067	980,000	5,319,067	1,270,000	5,310,000	13,465,183
Recreational Shared Use Paths and Trails								
Spring Creek Trail Phase 1	46,000	-	46,000	1,000,000	1,046,000	-	-	1,046,000
Spring Creek Trail Phase 2	54,766	-	54,766	-	54,766	-	500,000	554,766
Greenbelt Trestle Bridge/Boardwalk Repairs	50,000	-	50,000	300,000	350,000	-	-	350,000
Total	150,766	-	150,766	1,300,000	1,450,766	-	500,000	1,950,766
SPT 2018 Fund Total	\$ 7,408,840	\$ (1,753,768)	\$ 5,655,072	\$ 4,170,000	\$ 9,825,072	\$ 4,595,000	\$ 7,385,000	\$ 23,558,840

Project # SPA-CP21-001
 Project Name Aquifer Protection Reserve

Department Specific Purpose Tax 2018
 Contact Water Resources Administrator
 Type Capital
 Useful Life
 Category SPT 2018 - Aquifer Protection

Account # 360-3650-410-3005 Project Code SPTAQP
 Design Start N/A Constr Start N/A

Description

Total Project Cost: \$118,626

This funding represents accumulated and available SPT collections for aquifer protection.

Justification

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
68,626	Construction	25,000	25,000	0	0	0	50,000	0
Total	Total	25,000	25,000	0	0	0	50,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
68,626	SPT 2018 Collections	25,000	25,000	0	0	0	50,000	0
Total	Total	25,000	25,000	0	0	0	50,000	Total

Project # SPC-CP21-003
 Project Name Police HVAC Replacement

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - City Facilities

Account # 360-3640-410-7900 Project Code SPTPHR
 Design Start N/A Constr Start 09/2023

Description

Total Project Cost: \$120,000

This project includes removal and disposal of existing pneumatic HVAC controls and installation of new Direct Digital Controls (DDC).

Justification

This project was identified by the City's HVAC contractor because pneumatic controls are unreliable and inefficient.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
60,000	Construction	0	60,000	0	0	0	60,000	0
Total	Total	0	60,000	0	0	0	60,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
60,000	SPT 2018 Collections	0	60,000	0	0	0	60,000	0
Total	Total	0	60,000	0	0	0	60,000	Total

Project # **SPC-CP21-006**
 Project Name **City Building Renovation**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - City Facilities

Account # 360-3640-410-7900 Project Code SPTCBR
 Design Start 12/2021 Constr Start TBD

Description

Total Project Cost: \$1,175,000

An RFQ will be issued for a programming and design evaluation. Upon completion, City Hall and City Annex improvements will be constructed or installed.

Justification

City Hall and the Annex Building require updates to optimize public use of the facility, service delivery locations, and customer service.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
75,000	Construction	0	1,100,000	0	0	0	1,100,000	0
Total	Total	0	1,100,000	0	0	0	1,100,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
75,000	Interfund Project Support	0	343,637	0	0	0	343,637	0
	SPT 2018 Collections	0	756,363	0	0	0	756,363	
Total	Total	0	1,100,000	0	0	0	1,100,000	Total

Project # **SPC-CP22-001**
 Project Name **Annex Floor Refinishing**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - City Facilities

Account # 360-3640-410-7900 Project Code SPTAFR
 Design Start N/A Constr Start 09/2022

Description

Total Project Cost: \$200,000

This project will rehabilitate the existing wood floors.

Justification

The wood flooring in the Annex Building is in a state of disrepair and requires refinishing.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
100,000	Construction	0	100,000	0	0	0	100,000	0
Total	Total	0	100,000	0	0	0	100,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
100,000	SPT 2018 Collections	0	100,000	0	0	0	100,000	0
Total	Total	0	100,000	0	0	0	100,000	Total

Project # **SPC-CP23-001**
 Project Name **4th Street Repurposing**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - City Facilities

Account # 360-3640-410-7900 Project Code SPT4RP
 Design Start 09/2022 Constr Start 07/2023

Description

Total Project Cost: \$450,000

This placeholder is on reserve pending a policy decision on 4th Street repurposing and revitalization. Potential use could include the razing of the buildings at the 4th Street Campus that would be required to encourage redevelopment.

Justification

With the PW department relocation to the new MOC, this property will require redevelopment. With major housing and commercial needs, as well as using this property as a catalyst for development in the area, this property will be leveraged to meet goals of the North 4th Street Plan and other community goals and objectives.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	50,000	400,000	0	0	450,000	0
Total	Total	0	50,000	400,000	0	0	450,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	50,000	400,000	0	0	450,000	0
Total	Total	0	50,000	400,000	0	0	450,000	Total

Project # **SPC-CP25-001**
 Project Name **Police Training Expansion**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - City Facilities

Account # 360-3640-410-7900 Project Code
 Design Start TBD Constr Start TBD

Description

Total Project Cost: \$75,000

This placeholder is for an expansion of police training facilities, contingent on funding availability as well as other City facility needs.

Justification

Council goal - replace or upgrade aging facilities

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	75,000	0	0	75,000	0
Total	Total	0	0	75,000	0	0	75,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	0	75,000	0	0	75,000	0
Total	Total	0	0	75,000	0	0	75,000	Total

Project # **SPG-CP21-001**
 Project Name **Gateway Beautification Design**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Community Enhanc

Account # 360-3680-410-7900 Project Code SPTCER
 Design Start 09/2022 Constr Start TBD

Description

Total Project Cost: \$164,355

This project will hire a design firm to provide for the development of beautification as allocated on the 2018 Specific Purpose Tax Ballot, which approved \$1,000,000 for various community gateway enhancements.

Justification

Complete design ahead of collections to allow an opportunity to engage additional organizations to contribute to the project including: Albany County, the Laramie Beautification Committee, Visit Laramie, and the University of Wyoming.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
249,355	Construction	-85,000	0	0	0	0	-85,000	0
Total	Total	-85,000	0	0	0	0	-85,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
249,355	SPT 2018 Collections	-85,000	0	0	0	0	-85,000	0
Total	Total	-85,000	0	0	0	0	-85,000	Total

Project # **SPP-CP21-004**
 Project Name **Rotary Clubs Park at Grand View Heights**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code SPTGVH
 Design Start 10/2021 Constr Start 03/2024

Description

Total Project Cost: \$1,664,910

This project will design and construct a neighborhood park at the noted location. The City will receive \$25,000 in donations from the Rotary Club and is planning for a construction grant.

Justification

Resolution 2021-12 - D. Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
64,910	Construction	0	0	1,600,000	0	0	1,600,000	0
Total	Total	0	0	1,600,000	0	0	1,600,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
64,910	Donations or Contributions	0	0	0	0	0	0	0
	Grant	0	0	496,000	0	0	496,000	
	SPT 2018 Collections	0	0	1,104,000	0	0	1,104,000	
Total	Total	0	0	1,600,000	0	0	1,600,000	Total

Project # **SPP-CP21-007**
 Project Name **Coughlin Pole Mtn Park**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code SPTCPM
 Design Start 03/2022 Constr Start TBD

Description

Total Project Cost: \$250,000

This project will complete the park on donated land. A neighborhood park of this size would typically have a small grass play area, 2 to 5 and 5 to 12 year-old playgrounds, a small shelter and a 1/2 basketball court.

Justification

The City owns a 1.03 acre parcel of land donated through the development project in the Coughlin-Pole Mountain subdivision in 2016. Development has continued and the park is ready to be completed.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	250,000	0	0	0	0	250,000	0
Total	Total	250,000	0	0	0	0	250,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	250,000	0	0	0	0	250,000	0
Total	Total	250,000	0	0	0	0	250,000	Total

Project # **SPP-CP23-001**
 Project Name **Park Restroom Upgrades**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code SPTPRU
 Design Start Constr Start

Description

Total Project Cost: \$750,000

Replacements or additions of amenities will be determined by the updated master plan. Improvement locations will include Undine, Optimist, Labonte and LaPrele parks.

Justification

Council Goal: Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	250,000	250,000	250,000	0	0	750,000	0
Total	Total	250,000	250,000	250,000	0	0	750,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	250,000	250,000	250,000	0	0	750,000	0
Total	Total	250,000	250,000	250,000	0	0	750,000	Total

Project # **SPP-CP23-002**
 Project Name **Undine Path Construction**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code
 Design Start TBD Constr Start TBD

Description

Total Project Cost: \$150,000

This project would add a sidewalk/path and ADA access curb cuts to Undine park to help with continued use by farmers markets, school events and residential use.

Justification

Council Goal: Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	150,000	0	150,000	0
Total	Total	0	0	0	150,000	0	150,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	0	0	150,000	0	150,000	0
Total	Total	0	0	0	150,000	0	150,000	Total

Project # **SPP-CP23-003**
 Project Name **Labonte Park Pathway Improv Ph 1**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code SPTLP1
 Design Start 02/2023 Constr Start 06/2023

Description

Total Project Cost: \$60,000

This project will replace the most degraded sections of the Labonte Park pathway with concrete. The lack of small asphalt contractors necessitates replacement with an alternate material.

Justification

Degradation of the paved surfacing in Labonte Park necessitates this work.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	60,000	0	0	0	0	60,000	0
Total	Total	60,000	0	0	0	0	60,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	60,000	0	0	0	0	60,000	0
Total	Total	60,000	0	0	0	0	60,000	Total

Project # **SPP-CP23-004**
 Project Name **Blue Softball Field Renovation**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code SPTBSF
 Design Start N/A Constr Start 9/2022

Description

Total Project Cost: \$25,000

This project would bring a contractor in to laser grade the surface of Blue softball field and add infield mix if needed.

Justification

Council Goal: Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	25,000	0	0	0	0	25,000	0
Total	Total	25,000	0	0	0	0	25,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	25,000	0	0	0	0	25,000	0
Total	Total	25,000	0	0	0	0	25,000	Total

Project # **SPP-CP24-001**
 Project Name **Aragon Field Development**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code SPTAFD
 Design Start Constr Start

Description

Total Project Cost: \$1,150,000

With the addition of girl's softball at the high school level and the growth of girl's softball programs, this project will potentially expand this facility from two fields to four.

Justification

Council Goal: Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	75,000	0	0	0	75,000	0
	Construction	0	0	0	1,075,000	0	1,075,000	
Total	Total	0	75,000	0	1,075,000	0	1,150,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Grant	0	0	0	500,000	0	500,000	0
	SPT 2018 Collections	0	75,000	0	575,000	0	650,000	
Total	Total	0	75,000	0	1,075,000	0	1,150,000	Total

Project # **SPP-CP25-001**
 Project Name **Phase II Bike Park**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code
 Design Start 02/2023 Constr Start 10/2023

Description

Total Project Cost: \$200,000

This project will install the second phase of the bike park project to meet the needs of continued cycling growth in the community.

Justification

Council Goal: Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	200,000	0	0	200,000	0
Total	Total	0	0	200,000	0	0	200,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	0	200,000	0	0	200,000	0
Total	Total	0	0	200,000	0	0	200,000	Total

Project # **SPP-CP25-002**
 Project Name **Optimist Playground**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code
 Design Start 1/2025 Constr Start 9/2025

Description

Total Project Cost: \$300,000

Optimist Park has been identified as a location for an "all inclusive" playground - this project will install the new playground equipment.

Justification

Council Goal: Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	300,000	0	0	300,000	0
Total	Total	0	0	300,000	0	0	300,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	0	300,000	0	0	300,000	0
Total	Total	0	0	300,000	0	0	300,000	Total

Project # **SPP-CP26-001**
 Project Name **Little League Field Redevelopment**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Parks

Account # 360-3670-410-7900 Project Code
 Design Start Constr Start

Description

Total Project Cost: \$350,000

This project will provide ADA improvements as well as improvements to the facility to continue to provide a high quality environment.

Justification

Council Goal: Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	350,000	0	350,000	0
Total	Total	0	0	0	350,000	0	350,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	0	0	350,000	0	350,000	0
Total	Total	0	0	0	350,000	0	350,000	Total

Project # **SPR-CP21-002**
 Project Name **Ice and Events Center Facility Updates**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Recreation

Account # 360-3630-410-7900 Project Code SPTICE
 Design Start Constr Start

Description

Total Project Cost: \$0

SPT Funds will be prioritized according to patron interests, facility maintenance needs, and efficiencies. Project options include the addition of a skill sheet of ice, redesign of the lobby to facilitate the addition of a women's locker room, two shower room areas, site improvements, and/or the movement of the party room near the skill sheet.

Justification

Resolution 2021-12 - D. Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **SPR-CP24-001**
 Project Name **Indoor Leisure Pool Improvements**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Recreation

Account # 360-3630-410-7900 Project Code STPIDL
 Design Start TBD Constr Start TBD

Description

Total Project Cost: \$940,000

This project will refurbish and modernize the Recreation Center's Indoor Leisure Pool in two phases. Phase I will include replacement of the pool plaster, coping tile and play equipment in the Leisure Pool. Phase II will include tile decking, slide tower remediation or replacement and wall treatments. City staff are applying for an ACRB grant for a portion of this project.

Justification

Allocation of funds is based on the importance of the pools to the appeal and financial stability of the Recreation Center. 70% of users indicate that the pools are the primary reason they use the facility. Facilities were originally constructed in 2004 and need to be updated to maintain appeal and usability.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	210,000	230,000	500,000	0	0	940,000	0
Total	Total	210,000	230,000	500,000	0	0	940,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Grant	50,000	40,000	0	0	0	90,000	0
	SPT 2018 Collections	160,000	190,000	500,000	0	0	850,000	
Total	Total	210,000	230,000	500,000	0	0	940,000	Total

Project # **SPS-CP21-009**
 Project Name **Flint Street Rehabilitation**

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7320 Project Code SPTFSR
 Design Start N/A Constr Start 04/2022

Description

Total Project Cost: \$192,465

The existing roadway surface has been improved with a mill and overlay. ADA access at the intersections has been improved as part of the WYDOT project, as well as the 2020 4th Street Reconstruction project. WYDOT is expecting to complete construction in FY 23.

Justification

WYDOT is currently conducting the 3rd Street and Flint Street Traffic Signal project. With WYDOT performing the improvements to the intersection, the existing roadway section has been improved.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
192,465	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
192,465	SPT 2018 Collections	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # SPS-CP21-010
 Project Name 9th Street Reconstruction - Phase 2

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7320 Project Code SPT092
 Design Start 04/2021 Constr Start 07/2022

Description

Total Project Cost: \$1,595,000

This project completed a full depth reconstruction of the asphalt, ADA upgrades, and all concrete was replaced along this corridor. The project is substantially complete but landscaping rehabilitation will continue into FY24

Justification

This section of 9th Street, from Harney to Shields, had developed signs of soil and pavement failures. Due to the extent of the failures, a full depth reconstruction was recommended.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
1,595,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
1,595,000	SPT 2018 Collections	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # SPS-CP21-011
 Project Name 19th Street Reconstruction

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7320 Project Code SPT19S
 Design Start 07/2022 Constr Start TBD

Description

Total Project Cost: \$275,000

The scope for this project is between Bill Nye and Person Street. ADA access, sidewalks, and curbs and gutters will be evaluated. This project is contingent upon the determined project limits of the WYDOT Bill Nye roadway project.

Justification

The sanitary sewer and water main within 19th Street is scheduled to be replaced. With these improvements the remaining roadway will also be replaced.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
275,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
275,000	SPT 2018 Collections	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **SPS-CP21-012**
 Project Name **Wyoming Ave & W Laramie Storm Water Outfall**

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7360 Project Code SPTWLD
 Design Start 01/2021 Constr Start 08/2023

Description

Total Project Cost: \$3,164,418

The construction for this project will include Wyoming Avenue, Colorado Avenue between Jefferson and Wyoming, and the West Laramie Storm Sewer Outfall. Phase 1 will consist of the storm water improvements are part of the storm water master plan and will be completed in FY23. Phase 2, to be completed in FY24 will consist of the water and street improvements. The project limits for the roadway improvements are Wyoming Avenue between Johnson Street and Pierce Street, and Colorado Avenue between Jefferson Street and Wyoming Avenue. The storm sewer improvements will be within Wyoming Avenue and extend to a new storm sewer outfall eventually tying in at Adams Street. This project will coordinate with water main improvements under all asphalt sections. \$194,418 in SLIB Consensus funds are being used for this project in addition to 2018 SPT funding. City staff has also applied for ARPA funding.

Justification

Wyoming Avenue is currently a gravel roadway between Johnson Street and Pierce Street. The roadway upgrades require major storm water upgrades that are being designed.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
3,164,418	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
3,164,418	Grant	0	0	0	0	0	0	0
	SPT 2018 Collections	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	0

Project # **SPS-CP21-014**
 Project Name **Bill Nye Storm Drainage**

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7360 Project Code SPTBND
 Design Start 01/2024 Constr Start 01/2024

Description

Total Project Cost: \$750,000

This project is part of the WYDOT Bill Nye roadway design and is contingent upon the determined project limits of the roadway project. The storm drainage improvements will include the installation of storm sewer piping along Bill Nye as well as conveyance to a regional detention pond.

Justification

The construction of the Bill Nye Avenue between Boulder Drive and 19th Street will create an increase in the impervious area ultimately draining to Spring Creek. The post construction storm water flows will be detained in an effort to decrease storm water to Spring Creek.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	750,000	0	0	0	750,000	0
Total	Total	0	750,000	0	0	0	750,000	0

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	750,000	0	0	0	750,000	0
Total	Total	0	750,000	0	0	0	750,000	0

Project # **SPS-CP22-001**
 Project Name **Labonte Park Pond**

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7360 Project Code SPTLPP
 Design Start 03/2025 Constr Start TBD

Description

Total Project Cost: \$430,000

This project involves the design and construction of the Labonte Park pond in conjunction with a park re-design. The pond boundaries will be defined, inlet and outlet structures optimized, and capacity increased.

Justification

This project is number 11 on the CIP priority map and has been identified as a way to help decrease flooding in the North Laramie area during large storm events.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	430,000	0	0	430,000	0
Total	Total	0	0	430,000	0	0	430,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	0	430,000	0	0	430,000	0
Total	Total	0	0	430,000	0	0	430,000	Total

Project # **SPS-CP22-002**
 Project Name **Optimize Drainage Ponds - 22nd Street**

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7360 Project Code SPTDRP
 Design Start 05/2021 Constr Start 10/2022

Description

Total Project Cost: \$203,300

This project has designed the ponds at three locations recommended as priority numbers 2, 7, & 9 on the City's Storm Drainage Master Plan. Currently the pond at Nighthawk and 22nd street is under construction.

Justification

Optimization of pond outlet structures will provide additional capacity to alleviate storm drainage issues along Reynolds Street.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
203,300	Construction	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
203,300	SPT 2018 Collections	0	0	0	0	0	0	0
Total	Total	0	0	0	0	0	0	Total

Project # **SPS-CP23-001**
 Project Name **Boswell Drive Reconstruction**

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7320 Project Code SPTBOS
 Design Start 08/2023 Constr Start 11/2025

Description

Total Project Cost: \$1,150,000

The project limits are Boswell Drive between 9th and 13th Streets. This section will be constructed using geosynthetic fabric, 13" of base and 6" of asphalt. This budget accounts for design and construction costs. Design will be coordinated with the design of the Palmer Street Reconstruction project as these projects are similar and roadway sections are near each other.

Justification

This street is in an area of town with the worst soil conditions. The current infrastructure is built below the design recommendations and has failed, with a PCI of 31. An overlay was applied in 2019 to extend the life until construction in FY 2026.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	115,000	0	1,035,000	0	1,150,000	0
Total	Total	0	115,000	0	1,035,000	0	1,150,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	115,000	0	1,035,000	0	1,150,000	0
Total	Total	0	115,000	0	1,035,000	0	1,150,000	Total

Project # **SPS-CP23-004**
 Project Name **Palmer Street Reconstruction**

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7320 Project Code SPTPSR
 Design Start 08/2023 Constr Start 11/2025

Description

Total Project Cost: \$990,000

Project construction will be phased over two years and will include a full depth reconstruction of 6" asphalt and a 9" base with geo grid and fabric. Phase 1 (\$875,000 FY26) is 9th to 13th street and phase 2 (\$875,000 FY27) will be from 13th to 17th street to be coordinated with water project. This project includes spot repairs to curb, gutter, sidewalk and ADA upgrades. The design of Palmer street reconstruction will be coordinated with the design of Boswell Drive Reconstruction project as they are similar projects and roadway sections are near each other.

Justification

This street is in an area of town with the worst soil conditions. The street is built below the design recommendations and the asphalt and base are failing.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	115,000	0	0	0	115,000	0
	Construction	0	0	0	875,000	0	875,000	
Total	Total	0	115,000	0	875,000	0	990,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	115,000	0	875,000	0	990,000	0
Total	Total	0	115,000	0	875,000	0	990,000	Total

Project # SPS-CP23-005
 Project Name Street Rehab - Beaufort St

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7320 Project Code SPTBEA
 Design Start 02/2023 Constr Start 05/2023

Description

Total Project Cost: \$475,000

This project is a mill and overlay from 10th to 13th Street on Beaufort Street. Mill 4" and pave 4" asphalt to extend the useful life of this roadway. ADA upgrades and concrete replacement are deemed necessary for successful project completion.

Justification

The average PCI of Beaufort Street between 9th Street and 13th Street is 50. The asphalt is showing signs of failure due to age.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	475,000	0	0	0	0	475,000	0
Total	Total	475,000	0	0	0	0	475,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	475,000	0	0	0	0	475,000	0
Total	Total	475,000	0	0	0	0	475,000	Total

Project # SPS-CP25-001
 Project Name Ivinson Street Reconstruction

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7320 Project Code
 Design Start 11/2024 Constr Start 02/2026

Description

Total Project Cost: \$3,740,000

The project includes storm sewer improvements and a full road reconstruction of Ivinson from 9th to 15th. The roadway cross section will be 9" of base with 5" of asphalt. Ivinson will be reconstructed in conjunction with water and sewer utility projects. This project will include 2 traffic signals, colored concrete crosswalks, upgrades to ADA ramps and curb and gutter repairs.

Justification

Ivinson Avenue has a low PCI 31 and is in soil zone 2. This area sees significant vehicle and pedestrian traffic. ADA access needs to be improved and the street should be built as collector.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Project Design/Engineering	0	0	340,000	0	0	340,000	0
	Construction	0	0	0	3,400,000	0	3,400,000	
Total	Total	0	0	340,000	3,400,000	0	3,740,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	0	340,000	3,400,000	0	3,740,000	0
Total	Total	0	0	340,000	3,400,000	0	3,740,000	Total

Project # **SPS-CP25-002**
 Project Name **Sherman Hills Rehabilitation**

Department Specific Purpose Tax 2018
 Contact Public Works Director
 Type Capital
 Useful Life
 Category SPT 2018 - Streets & Drainage

Account # 360-3610-410-7320 Project Code
 Design Start 09/2024 Constr Start 06/2025

Description

Total Project Cost: \$500,000

This project will mill and overlay from WYDOT ROW on Grand to Palomino, improve ADA access, and replace valley pans that have degraded. This budget accounts for design and construction costs.

Justification

The existing surface from the ROW on Grand to Palomino has a PCI of 50 and serves as the only entrance for this subdivision.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	0	0	500,000	0	0	500,000	0
Total	Total	0	0	500,000	0	0	500,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	SPT 2018 Collections	0	0	500,000	0	0	500,000	0
Total	Total	0	0	500,000	0	0	500,000	Total

Project # **SPU-CP21-001**
 Project Name **Spring Creek Trail Phase 1**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Paths and Trails

Account # 360-3660-410-7330 Project Code SPTSC1
 Design Start N/A Constr Start 05/2023

Description

Total Project Cost: \$1,046,000

This project will construct a pedestrian trail from Boulder/Garfield Path to Spring Creek/LaPrele Park for pedestrian connectivity. The City will apply for \$500,000 in TAP funding for this project.

Justification

Council Goal: Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
46,000	Project Design/Engineering	0	0	0	0	0	0	0
	Construction	0	1,000,000	0	0	0	1,000,000	
Total	Total	0	1,000,000	0	0	0	1,000,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
46,000	Grant	0	500,000	0	0	0	500,000	0
	SPT 2018 Collections	0	500,000	0	0	0	500,000	
Total	Total	0	1,000,000	0	0	0	1,000,000	Total

Project # **SPU-CP22-001**
 Project Name **Spring Creek Trail Phase 2**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Paths and Trails

Account # 360-3660-410-7330 Project Code SPTSC2
 Design Start 03/2024 Constr Start TBD

Description

Total Project Cost: \$519,766

This project will construct a pedestrian trail from Boulder to 9th Street, connecting the Spring Creek LaPrele path to a future residential plat potentially being built along 9th and Boswell.

Justification

Resolution 2021-12 - D. Maintain & Improve Municipal Infrastructure - Milestone 4 - Continue Expansion of Green Belt, Park and Recreation Amenities.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
54,766	Construction	-35,000	0	0	500,000	0	465,000	0
Total	Total	-35,000	0	0	500,000	0	465,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
54,766	SPT 2018 Collections	-35,000	0	0	500,000	0	465,000	0
Total	Total	-35,000	0	0	500,000	0	465,000	Total

Project # **SPU-CP22-002**
 Project Name **Greenbelt Trestle Bridge/ Boardwalk Repairs**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Paths and Trails

Account # 360-3660-410-7330 Project Code SPTGBB
 Design Start TBD Constr Start TBD

Description

Total Project Cost: \$300,000

This project will design a pedestrian trail from the trestle to Hahn's Peak Underpass.

Justification

This project is necessary to improve the greenbelt and replace the existing, failing historic bridge.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
50,000	Construction	-50,000	300,000	0	0	0	250,000	0
Total	Total	-50,000	300,000	0	0	0	250,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
50,000	SPT 2018 Collections	-50,000	300,000	0	0	0	250,000	0
Total	Total	-50,000	300,000	0	0	0	250,000	Total

Project # **SPU-CP23-001**
 Project Name **Asphalt Path Sealing & Repairs**

Department Specific Purpose Tax 2018
 Contact Assistant City Manager
 Type Capital
 Useful Life
 Category SPT 2018 - Paths and Trails

Account # 360-3660-410-7330 Project Code SPTAPR
 Design Start Constr Start 04/2023

Description

Total Project Cost: \$85,000

This project will repair cracks and seal about two miles of asphalt path along the Laramie River Greenbelt.

Justification

The pathway has heavy damage in spots, including cracking over 1.5 inches in width and deterioration from weather.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
0	Construction	85,000	0	0	0	0	85,000	0
Total	Total	85,000	0	0	0	0	85,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
0	Revenue or Cash Reserves	85,000	0	0	0	0	85,000	0
Total	Total	85,000	0	0	0	0	85,000	Total

Capital Project-related Revenue

The table below lists one-time revenue sources specifically allocated to capital projects.

Project Description	FY 2023 TTD Revenue	Received to Date	FY 2023 TTD Rebudget	FY 2024 Revenue Forecast
<i>City Building Renovation</i>				
2002 SPT Tax Collections	\$ 193,637	\$ (193,637)	\$ -	\$ -
General Fund Contributions	150,000	(150,000)	-	-
<i>Rotary Clubs Park at Grand View Heights</i>				
Rotary Club Donation	25,000	(17,000)	8,000	-
<i>Kiowa Playground</i>				
ACRB Grant	7,500	(7,500)	-	-
Land and Water Conservation Fund Grant	42,500	(42,267)	-	-
<i>Washington Playground</i>				
ACRB Grant	12,500	(12,500)	-	-
Land and Water Conservation Fund Grant	108,720	(108,720)	-	-
<i>Wyoming Ave & W Laramie Storm Water Outfall</i>				
SLIB - CWC Grant	194,418	-	194,418	-
<i>Indoor Leisure Pool Improvements</i>				
ACRB Grant	50,000	-	50,000	40,000
<i>Spring Creek Trail Phase 1</i>				
TAP Grant	-	-	-	500,000
Total 2018 SPT Fund Capital Revenue	\$ 784,275	\$ (531,624)	\$ 252,418	\$ 540,000

SPT 2010 Fund

The SPT 2010 Fund accounts for collections of the 2010 tax, as well as the expenditure of funds held in trust and in City accounts. Bonds were called in 2018 and interest savings are allocated to projects based on the bonded totals.

Forecasted Revenue

There is no forecasted revenue for FY 2024.

Budgeted Expenditures

The table below presents budgeted expenditures for FY 2024.

Expenditures	Total Project Funding	Expenditures to Date	Total to Date Rebudget	FY 2024 Recommended	FY 2024 Budget
Street Construction	\$ 4,956,738	\$ (4,956,738)	\$ -	\$ -	\$ -
Water Lines	8,503,531	(8,503,531)	-	-	-
Waste Water Lines	6,251,038	(6,251,038)	-	-	-
Landfill	3,595,560	(3,595,560)	-	-	-
SPT 2010 Bonded Projects	23,306,867	(23,306,867)	-	-	-
CAPP Wellheads & Monitoring*	1,000,036	(632,950)	367,086	-	367,086
SPT 2010 Un-bonded Projects	1,000,036	(632,950)	367,086	-	367,086
Total SPT 2010 Fund Expenditures	\$ 24,306,903	\$(23,939,817)	\$ 367,086	\$ -	\$ 367,086

*The CAPP wellhead and monitoring project is appropriated at the total for non-bonded collection



Appendix

Debt

Introduction

At times, the City uses debt financing to provide resources for capital improvements in its governmental and business-type activities. Debt obligations assist with cash flow management by spreading out the cost of capital improvements or acquisitions over multiple periods. As a governmental entity, the City obtains debt financing at competitive rates and uses several types of financing, including bonds, notes payable, and lease purchase agreements.

Bonds are debt securities with a defined term, or maturity, after which the bond is redeemed. A bond is an instrument of indebtedness from the bond issuer to the bond holder. While the bond is outstanding, bond holders are typically paid a stated interest rate based on the par value (face value) of the bond. Upon redemption, the par value is returned to the bond holder. The City of Laramie can issue two types of bonds: general obligation bonds and revenue bonds. General obligation (GO) bonds are municipal bonds backed by the taxing power of the municipality, and no assets are used as collateral. GO bonds are subject to statutorily defined debt limits. Revenue bonds are municipal bonds used to finance income producing projects and are secured by a specific revenue source. The City of Laramie has only revenue bonds outstanding. Any initial bond issue by the City requires approval by voter referendum.

Notes payable are long-term debt liabilities governed by a loan agreement or a promissory note. The loan agreement includes the amortization schedule, or schedule of interest and principal payments. The City of Laramie typically enters this type of financing with state agencies, like the State Loan and Investment Board (SLIB) or the Wyoming Water Development Commission (WWDC). Occasionally, as is the case with State Revolving Funds for Clean Water and Drinking Water, loan funds are derived from a federal source.

The City uses lease purchases to finance major equipment and fleet purchases, as necessary. A lease purchase is a

contractual agreement to lease a capital item from an organization providing financing until the lease agreement is fulfilled. The financing organization owns the capital item and distributes the vendor's payment, and the City then pays for the item over the term of the lease. When all payments have been made, the City exercises a purchase option pursuant to the contract to transfer ownership of the capital item.

Governmental entities in Wyoming also have the power to establish a building authority, which is a not-for-profit public benefit corporation established under federal tax codes to help finance needed capital construction and renovation projects on a tax-exempt basis. After formation, the building authority can issue tax-exempt bonds for capital projects and equipment used for the City's benefit. The building authority owns the capital acquisition and the bonded debt, and the City annually appropriates lease payments to the building authority. Once the debt is repaid, the building authority can transfer ownership to the City. In FY 2017, the Laramie Building Authority was established.

Existing Debt Obligations – All Funds

As of June 30, 2022, the City of Laramie had debt obligations totaling \$30,789,583, which includes \$12,964,999 in debt obligations incurred by Governmental Funds and \$17,824,584 in Enterprise Fund obligations.

Laramie's GO bonds had a Standard and Poor's (S & P) rating of AA, which is very strong and differs from the highest-rated obligations only to a small degree. In FY 2018, the SPT 2010 bonds were called to reduce the interest expense. The 2008 water refunding bonds were originally rated A+ by S & P, but the agency increased its rating of these bonds to AA in July 2015. The original rating of A+ suggests somewhat more susceptibility to the adverse effects of changes in circumstances and economic conditions than obligations in higher-rated categories. For both AA and A+ ratings, S & P considers an organization's capacity to meet its financial commitment on its bonds very strong.

The following table summarizes Governmental Fund debt obligations as of June 30, 2022.

Governmental Activities:	Long-term Liabilities at June 30, 2021	Additions	Deletions	Long-term Liabilities at June 30, 2022	Due Within One Year
General Obligation Bonds:					
2020 General Obligation Bonds	\$ 4,945,000	\$ -	\$ 415,000	\$ 4,530,000	\$ 440,000
2021 General Obligation Bonds	-	4,135,000	190,000	3,945,000	390,000
Loans Payable:					
WBC Note Payable - HiViz	374,038	-	24,632	349,406	25,116
WBC Note Payable - UL	391,170	-	-	391,170	-
WBC Note Payable - Bright Agrotech	150,766	-	20,280	130,486	20,685
WY LSRA - Fire Plan A	-	2,823,529	-	2,823,529	141,176
Capital Leases:					
Energy improvements lease	430,022	-	79,020	351,002	82,374
WAM energy lease II	-	-	-	-	-
WAM energy lease - Animal Shelter	70,000	-	10,000	60,000	10,000
Fire engine	184,608	-	51,466	133,142	52,462
CAD/RMS System	320,810	-	124,995	195,815	129,408
Parks Mower	-	82,932	27,483	55,449	27,495
Total governmental activities	\$ 6,866,414	\$ 7,041,461	\$ 942,876	\$ 12,964,999	\$ 1,318,716

The following table summarizes Enterprise Fund debt obligations as of June 30, 2022.

Business-Type Activities:	Long-term Liabilities at June 30, 2021	Additions	Deletions	Long-term Liabilities at June 30, 2022	Due Within One Year
Revenue Bonds:					
Water refunding bonds 2008	\$ 550,000	\$ -	\$ 150,000	\$ 400,000	\$ 175,000
Water revenue bonds 2013	813,915	-	27,000	786,915	28,000
Water refunding bonds 2018	2,835,000	-	150,000	2,685,000	150,000
Lease revenue bonds 2018	2,040,000	-	130,000	1,910,000	130,000
Lease revenue bonds 2022	-	6,000,000	-	6,000,000	1,025,000
Loans Payable:					
WWDC Spur Well loan	-	-	110,674	(110,674)	111,071
WSLIB Water projects loan	221,745	-	-	221,745	3,481
WWDC North Side Tank	185,815	9,372	25,308	169,879	25,903
WSLIB Grand Ave Waterline Project	417,161	-	24,687	392,474	25,229
WSLIB Grand Ave Waterline Ph 2	449,810	-	32,393	417,417	30,738
WSLIB S Laramie Sewer Line	480,411	-	40,040	440,371	40,955
WSLIB Main Lift Station Project	346,860	-	54,074	292,786	-
WSLIB WW Treatment Facility Loan	54,074	-	35,182	18,892	36,366
WSLIB Banner Road Project	786,971	-	-	786,971	3,378
WSLIB North Side Outfall	142,037	6,252	-	148,289	10,141
WSLIB Landfill Construction Cells	2,485,531	366,392	151,904	2,700,019	155,375
Capital Leases:					
Energy improvements lease	58,497	-	10,735	47,762	11,190
Landfill collection truck 1	63,641	-	63,641	-	-
Landfill collection truck 2	92,372	-	92,372	-	-
Camera Van	-	186,437	61,784	124,653	61,810
Landfill Scraper	-	521,335	129,250	392,085	128,609
Total business-type activities	\$ 12,023,840	\$ 7,089,788	\$ 1,289,044	\$ 17,824,584	\$ 2,152,246

Acronym reference for Debt Obligations: WAM (Wyoming Association of Municipalities), WBC (Wyoming Business Council) WWDC (Wyoming Water Development Commission) WSLIB (Wyoming State Loan and Investment Board)

Legal Debt Limits

The City is subject to debt limits on its general obligation bonds. These limits, which are statutorily defined, are calculated using the City's assessed valuation, which was \$331,045,788 as of fiscal year-end 2022. These limits control the amount of general obligation debt the City can carry at a given point in time. There is no debt limit for revenue bonds because they are secured by an income producing activity.

Per Wyoming Statute 16-5, debt limits on general obligation bonds are as follows:

Bonds related to General Projects: 4.0% of City's Assessed Value

Bonds related to Wastewater Projects: 4.0% of City's Assessed Value

Bonds related to Water Projects: Exempt from limits

The legal debt limits as of June 30, 2022, are presented below:

Type of Bond	
General Obligation Bonds	Sewer Bonds
↓	
Debt Limit (Based on % of Assessed Value)	
\$13,241,832	\$13,241,832
↓	
Total Debt Amount Applicable to Debt Limit	
\$8,475,000	\$0
↓	
Legal Debt Margin (Unobligated)	
\$4,766,832	\$13,241,832
↓	
Total Net Debt Applicable to Limit (As a Percentage of Debt Limit)	
64.0%	0%

Debt Service Budget for FY 2024

The debt service budgets for the City's Funds are presented below.

Governmental Funds Debt Service

General Fund				
	FY 2024	FY 2024 Adopted Description	FY 2024	FY 2024 Adjusted Description
Scheduled Principal Payments	\$ 946,898	Energy Improvements Capital Lease Fire Engine Capital Lease North Campus Development Interfund Loan WAM Energy Lease 1 Unit 211 Capital Lease Unit 961 Capital Lease Engine 4 Capital Lease MS145 Capital Lease Unit 258 Capital Lease MS142 Capital Lease Vacuum Truck Capital Lease Fire Pension A Plan Loan	\$ 913,240	Energy Improvements Capital Lease Fire Engine Capital Lease North Campus Development Interfund Loan WAM Energy Lease 1 Unit 211 Capital Lease Unit 961 Capital Lease Engine 4 Capital Lease MS145 Capital Lease Unit 258 Capital Lease MS142 Capital Lease Vacuum Truck Capital Lease Fire Pension A Plan Loan
Scheduled Interest Payments	136,590	Energy Improvements Capital Lease Fire Engine Capital Lease North Campus Development Interfund Loan WAM Energy Lease 1 Unit 211 Capital Lease Unit 961 Capital Lease Engine 4 Capital Lease MS145 Capital Lease Unit 258 Capital Lease MS142 Capital Lease Vacuum Truck Capital Lease	185,151	Energy Improvements Capital Lease Fire Engine Capital Lease North Campus Development Interfund Loan WAM Energy Lease 1 Unit 211 Capital Lease Unit 961 Capital Lease Engine 4 Capital Lease MS145 Capital Lease Unit 258 Capital Lease MS142 Capital Lease Vacuum Truck Capital Lease
General Fund Total	\$ 1,083,488		\$ 1,098,391	
Recreation Center Fund				
	FY 2024	FY 2024 Adopted Description	FY 2024	FY 2024 Adjusted Description
Scheduled Principal Payments	\$ 25,866	Energy Improvements Capital Lease	\$ 25,866	Energy Improvements Capital Lease
Scheduled Interest Payments	3,131	Energy Improvements Capital Lease	3,131	Energy Improvements Capital Lease
Recreation Center Fund Total	\$ 28,997		\$ 28,997	

Governmental Funds Debt Service (cont.)

SPT 2018 Fund		
	FY 2024	FY 2024 Description
Scheduled Principal Payments	\$ 835,000	2020 General Obligation Bonds 2021 General Obligation Bonds
Scheduled Interest Payments	69,433	2020 General Obligation Bonds 2021 General Obligation Bonds
SPT 2018 Fund Total	\$ 904,433	
Other Governmental Funds		
	FY 2024	FY 2024 Description
Scheduled Principal Payments	\$ 437,634	<i>Economic Development Fund</i> WBC Business Committed Loan - HiVIZ WBC Business Committed Loan - Bright Agrotech WBC Business Committed Loan - U.L. Building
Scheduled Interest Payments	19,337	WBC Business Committed Loan - HiVIZ WBC Business Committed Loan - Bright Agrotech WBC Business Committed Loan - U.L. Building
Scheduled Principal Payments	94,299	<i>E-911 Fund</i> CAD/RMS Capital Lease 911 Phone System Replacement
Scheduled Interest Payments	8,655	CAD/RMS Capital Lease 911 Phone System Replacement
Other Funds Total	\$ 559,925	

Enterprise Funds Debt Service

Water Fund				
	FY 2024	FY 2024 Adopted Description	FY 2024	FY 2024 Adjusted Description
Scheduled Principal Payments	\$ 1,723,095	SLIB DWSRF 008 Water Projects Loan Water Refunding Bonds 2008 Energy Improvements Capital Lease Water Revenue Bonds 2013 SLIB DWSRF 131 Grand Ave Waterline Project Loan Water Revenue Bonds 2018 WWDC North Side Tank SLIB DWSRF North Side Tank SLIB DWSRF 181 Grand Ave Waterline Ph 2 Bath Ranch Lease Payment Estimate	\$ 1,913,947	SLIB DWSRF 008 Water Projects Loan Water Refunding Bonds 2008 Energy Improvements Capital Lease Water Revenue Bonds 2013 SLIB DWSRF 131 Grand Ave Waterline Project Loan Water Revenue Bonds 2018 WWDC North Side Tank SLIB DWSRF North Side Tank SLIB DWSRF 181 Grand Ave Waterline Ph 2 Bath Ranch Lease Payment Estimate Additional North Side Tank SRF Loan
Scheduled Interest Payments	293,085	SLIB DWSRF 008 Water Projects Loan Water Refunding Bonds 2008 Energy Improvements Capital Lease Water Revenue Bonds 2013 SLIB DWSRF 131 Grand Ave Waterline Project Loan Water Revenue Bonds 2018 WWDC North Side Tank SLIB DWSRF North Side Tank SLIB DWSRF 181 Grand Ave Waterline Ph 2 Bath Ranch Lease Payment Estimate	377,673	SLIB DWSRF 008 Water Projects Loan Water Refunding Bonds 2008 Energy Improvements Capital Lease Water Revenue Bonds 2013 SLIB DWSRF 131 Grand Ave Waterline Project Loan Water Revenue Bonds 2018 WWDC North Side Tank SLIB DWSRF North Side Tank SLIB DWSRF 181 Grand Ave Waterline Ph 2 Bath Ranch Lease Payment Estimate Additional North Side Tank SRF Loan
Water Fund Total	\$ 2,016,180		\$ 2,291,620	
Wastewater Fund				
	FY 2024	FY 2024 Adopted Description	FY 2024	FY 2024 Adjusted Description
Scheduled Principal Payments	\$ 651,211	SLIB CWSRF 75 Main Lift Station Project Loan Energy Improvements Capital Lease SLIB CWSRF 122 Banner Road Outfall Project Loan SLIB CWSRF 129 S Lrme Sanitary Sewer Loan SLIB CWSRF N Side Outfall Line Loan Capital Lease Unit 303 Capital Lease Unit 353 Capital Lease Unit 329 SLIB CWSRF 183 Wastewater Treatment Plant Loan SLIB Green SRF Wastewater Treatment Plane Loan	\$ 651,166	SLIB CWSRF 75 Main Lift Station Project Loan Energy Improvements Capital Lease SLIB CWSRF 122 Banner Road Outfall Project Loan SLIB CWSRF 129 S Lrme Sanitary Sewer Loan SLIB CWSRF N Side Outfall Line Loan Capital Lease Unit 303 Capital Lease Unit 353 Capital Lease Unit 329 SLIB CWSRF 183 Wastewater Treatment Plant Loan SLIB Green SRF Wastewater Treatment Plane Loan
Scheduled Interest Payments	214,850	SLIB CWSRF 75 Main Lift Station Project Loan Energy Improvements Capital Lease SLIB CWSRF 122 Banner Road Outfall Project Loan SLIB CWSRF 129 S Lrme Sanitary Sewer Loan SLIB CWSRF N Side Outfall Line Loan Capital Lease Unit 303 Capital Lease Unit 353 Capital Lease Unit 329 SLIB CWSRF 183 Wastewater Treatment Plant Loan SLIB Green SRF Wastewater Treatment Plant Loan	218,035	SLIB CWSRF 75 Main Lift Station Project Loan Energy Improvements Capital Lease SLIB CWSRF 122 Banner Road Outfall Project Loan SLIB CWSRF 129 S Lrme Sanitary Sewer Loan SLIB CWSRF N Side Outfall Line Loan Capital Lease Unit 303 Capital Lease Unit 353 Capital Lease Unit 329 SLIB CWSRF 183 Wastewater Treatment Plant Loan SLIB Green SRF Wastewater Treatment Plant Loan
Wastewater Fund Total	\$ 866,061		\$ 869,201	

Enterprise Funds Debt Service (cont.)

Solid Waste Fund				
	FY 2024	FY 2024 Adopted Description	FY 2024	FY 2024 Adjusted Description
Scheduled Principal Payments	\$ 1,101,796	SLIB CWSRF 175 Landfill Lining Construction	\$ 1,100,064	SLIB CWSRF 175 Landfill Lining Construction
		Capital Lease Unit 602		Capital Lease Unit 602
		Capital Lease Unit 678		Capital Lease Unit 678
		Capital Lease Unit 601		Capital Lease Unit 601
		Capital Lease Unit 600		Capital Lease Unit 600
		Capital Lease Unit 671		Capital Lease Unit 671
		Capital Lease Unit 679		Capital Lease Unit 679
		Capital Lease Unit 676		Capital Lease Unit 676
		Municipal Operations Center Lease		Municipal Operations Center Lease
Scheduled Interest Payments	142,444	SLIB CWSRF 175 Landfill Lining Construction	151,463	SLIB CWSRF 175 Landfill Lining Construction
		Capital Lease Unit 602		Capital Lease Unit 602
		Capital Lease Unit 678		Capital Lease Unit 678
		Capital Lease Unit 601		Capital Lease Unit 601
		Capital Lease Unit 600		Capital Lease Unit 600
		Capital Lease Unit 671		Capital Lease Unit 671
		Capital Lease Unit 679		Capital Lease Unit 679
		Capital Lease Unit 676		Capital Lease Unit 676
Solid Waste Fund Total	\$ 1,244,240		\$ 1,251,527	

Budget Terms and Concepts

The following terms and concepts are used throughout this document. Users of this publication benefit from an understanding of these terms.

Adjusted Budget

This phrase refers to the sum of the adopted budget and the supplemental budget. For the second year of the budget cycle, the City Manager recommends a budget adjustment, or supplemental budget. The City Council considers and adopts the second-year budget adjustment per the same procedure that was used for the original two-year budget, including all public notices and hearings.

Adopted Budget

The term *adopted budget* refers to the legally enacted spending authority that the City Council appropriates through a budget resolution. When an amendment to the budget is passed, it becomes part of the adopted budget. The phrase “budgeted expenditures” is also used to refer to the adopted budget.

Supplementals

Individual requests for budget increases or decreases are referred to as supplementals and are of three types: personnel, operating, and capital. The terms “supplemental” and “adjustment” are interchangeable in this document.

Amendments

Amendments are changes to an adopted budget that either increase or decrease total spending authority or transfer encumbrances between periods. Some amendments have offsetting revenues.

Annual Budget

An annual budget is a one-year budget that is adopted prior to the beginning of the fiscal year. Available resources are reviewed for the current cycle and supplemental funding requests are proposed for changes to the base budget allocation. Annual budgets run from July 1 year one to June 30 year two.

Annual Comprehensive Financial Report (ACFR)

The ACFR is an annual report prepared and issued by the City of Laramie that contains audited financial statements for the fiscal year, as well as other financial and statistical information required for presentation. This report is the official record of the City’s results of operations and financial condition as of fiscal year-end and is prepared in accordance with specific standards established by the Governmental Accounting Standards Board (GASB).

Appropriations

An appropriation is money set aside for a specific use by a formal action of the City Council.

Assets

Assets are resources that an organization controls and represent future economic benefits. There are diverse types of assets, like cash, investments, and infrastructure. In budgeting, only cash and non-restricted investments are considered *available* resources that can be used to balance the budget. Infrastructure and other capital items (e.g., fleet, equipment) become *available* resources when sold; including these amounts as available resources is only appropriate at the time of sale, in the case of an equipment trade-in for example, or upon liquidation of an organization.

Audit

An audit is an examination of the City’s accounting records by an independent accounting firm to determine conformity with established policies and financial accounting and reporting standards. The Governmental Accounting Standards Board (GASB) sets financial reporting and accounting standards for government. These standards are referred to as Generally Accepted Accounting Principles (GAAP). Internal controls over financial reporting are considered during an audit.

Balanced Budget

Wyoming statute requires adoption of a balanced budget, which means that available revenues and cash reserves equal expenditures for the fiscal period.

Biennial Budget

A biennial budget is a two-year budget that is adopted prior to year one of the budget cycle. Funding is reviewed for the two-year period, and changes are approved as supplemental appropriations during the budget cycle. Year two is preceded by supplemental appropriations to the original budget. The City of Laramie’s biennium budget matches the state funding cycle and runs from July 1 year one to June 30 year three. The use of a biennial budget encourages longer-term financial planning.

Budget

This term refers to a plan of financial operations for one fiscal year (annual budget) or two fiscal years (biennial budget) and contains estimates of proposed expenditures for given purposes and the means of financing them. Fund-level expenditures are recommended by the City Manager and appropriated by the City Council. Revenue budgets support the spending plan.

Budget Adjustment

For the second year of the budget cycle, the City Manager recommends a budget adjustment, or supplemental budget. The City Council considers and adopts the second-year

budget adjustment per the same procedure that was used for the original two-year budget, including all public notices and hearings.

Budgetary Control

The City implements budgetary controls to ensure that legal spending authority is not exceeded. Budgetary control is enacted for each specific purpose budget item and for operating and payroll budgets in total by division. Capital projects, equipment, fleet and benefited personnel authorizations are treated as specific purpose budget allocations, and any changes are approved by the City Manager and then the City Council.

Budget Message

In the budget message, the City Manager delivers an explanation of the budget, presented as part of the budget document. Generally, the budget message explains broad budget issues that concern the Council and citizens, including notable features of the budgetary plan.

Capital Expenditures

In budget terms, these expenditures are for assets or studies that will provide long-term benefits for City operations and are used or consumed over multiple fiscal periods. Examples include infrastructure or land investment, equipment, engineering or planning studies, and fleet vehicle and equipment purchases. From an accounting perspective, assets are capitalized when acquisition expenditures exceed \$5,000 and the useful life of the asset is at least five years.

Capital Plan

The City's long-term capital plan reports the capital projects, major studies, equipment, and fleet expenditures for Governmental Funds for six years and for Enterprise Funds for ten years.

Capital Project

A capital project is the acquisition, expansion, or rehabilitation of the City's physical structures or infrastructure. Rehabilitation projects extend the useful life or service capacity of the structure, while expansion or acquisition projects create new components to existing capital assets. Capital projects have a minimum useful life expectancy of five years.

Cash Reserves

Cash reserves represent the amount of cash that exceeds the commitments of the adopted budget, outstanding liabilities, and emergency reserve requirements. It is the City's policy to have three to six months of the adopted budget in cash reserves for each non-capital Fund.

Centrally Budgeted Adjustments

These adjustments include expenditures that are common to many City cost centers and are subject to inflationary fluctuations or rate increases, like electric and natural gas utilities, telephone services, postage, gasoline expenditures, City-wide maintenance agreements, and payroll taxes. The Accounting Division, in consultation with departments, analyzes these accounts and suggests potential increases or decreases based on inflationary trends or actual expenditure history.

Contingency Funds

Contingency funds are a category of expenses placed on reserve in the current budget year to be used with the approval of the City Council if adequate revenue is available.

Contractual Services

Contractual services are a category of expenditures that includes amounts paid to third party service providers for items such as association dues, professional services provided by consultants or private companies, and maintenance agreements.

Debt Service

Debt service is the payment of principal and interest on a financial obligation incurred by the issuance of bonds, notes, or capital leases. These payments are made per a predetermined payment schedule.

Depreciation

Depreciation is a non-cash expense that reduces the value of an asset through expense recognition over its useful life, rather than all at once when the asset is purchased. Most assets are depreciable because they lose their value over time and must be replaced. Land and related items are generally not depreciable. The City is also statutorily required to recognize depreciation in its utility rate structure (§15-7-407) so that income generated by rates is sufficient to fund future replacements. However, all financial planning is performed on a cash basis, ensuring that depreciation is not double counted as an expense in rate setting.

Departments

Departments are the major administrative units of City of Laramie government. The City of Laramie has eight departments: General Government, which includes the City Manager's Office, the City Attorney's Office, Administrative Services, Police, Fire, Parks and Recreation, Human Resources and Public Works.

Division or Cost Center

Divisions are administrative units within a department that perform a function. Examples of divisions in the City of Laramie include the Street Division of the Department of

Public Works. Divisions are referred to as “cost centers” and the terms are used interchangeably in this document.

Enterprise Funds

Enterprise Funds are used to account for goods and services for which user fees and charges are paid in exchange transactions, like a non-governmental business. The City of Laramie provides water, wastewater, and solid waste services that are accounted for in enterprise Funds. The focus for these Funds is the determination of operating income, changes in net position, financial position, and cash flows.

Expenditures

In budget terms, expenditures represent outflows of resources during a fiscal period. The City of Laramie manages expenditures in three major categories: personnel, operating, and capital.

Fiscal Year

A fiscal year is the twelve-month period that establishes the beginning and ending of the period for recording financial transactions. The fiscal year takes place from July 1 to June 30 and complies with W.S. §16-4-02 requirements. Fiscal years can be referred to in one of two ways, as shown in the following example for fiscal year 2018: FY 2018 or FY 2017-18 (for the period July 1, 2017 to June 30, 2018).

Fleet

Fleet vehicles and equipment are centrally managed per a long-term replacement and maintenance plan. Fleet outlays can be for new vehicles and equipment or the replacement of existing units.

Funding Sources

Funding sources refer to the incoming resources (revenue) and currently available resources (cash and non-restricted investments) that are used to fund expenditures.

Fund

A Fund is a distinct fiscal and accounting entity that is established to account for certain activities or to achieve compliance objectives. Throughout this publication, the term “Fund(s)” is capitalized if it refers to one of these accounting entities. Activity for each Fund is recorded in its own set of books; Fund activity is not comingled, and transactions between Funds are recognized. Budgets are adopted for each City Fund.

Fund Balance

In budget terms, the residual amount remaining after forecasted revenues and available cash reserves are reduced by projected expenditures and other relevant liabilities or contingencies.

Fund Balance Classifications:

Non-spendable Fund Balance

This classification reflects the proportion of net resources that is inherently non-spendable because of its form or because it must be maintained intact.

Restricted Fund Balance

This classification is the portion of Fund balance that is not available for appropriation or expenditure due to legal requirements.

Committed Fund Balance

Committed Fund balance is the portion of net resources for which there are self-imposed limitations enacted by the City Council that require formal action at the Council level to remove.

Assigned Fund Balance

This classification reflects the portion of Fund balance for which there are limitations resulting from intended use established by the City Council or the City Manager.

Unassigned Fund Balance

Unassigned Fund balance is the portion of net resources that is residual after non-spendable, restricted, committed, and assigned amounts have been determined.

Franchise Tax

Franchise taxes are charged for the use of public rights-of-way and property within the City of Laramie for public or private purposes. The City charges franchise taxes for natural gas, telephone, cable, and electrical services.

Inflationary Adjustment

These are budget adjustments to accounts because of expected inflationary increases.

Interfund Transactions

Interfund transfers occur between the City’s Funds to support capital or operating expenditures, to reflect the use of services between City departments, or to recognize asset capitalization. Interfund transactions always include revenue to one Fund and expenditure to another.

Intergovernmental Revenue

Intergovernmental revenues are resources received by the City of Laramie from other governments in the form of grants, entitlements, loans, and/or shared revenue.

Lease Purchase

A lease purchase is a contractual agreement to lease a capital item from an organization providing financing until the lease agreement is fulfilled. The financing organization owns the capital item and distributes the vendor's payment, and the City then pays for the item over the term of the lease. When all lease payments have been made, the City takes ownership of the capital item by exercising a purchase option specified by the contract.

Budgeting for lease purchases has two elements. The first is approval of the equipment purchase, which signifies that the Council approves acquiring the capital item, funded or reimbursed by lease proceeds. The second budgetary item is approval of the down payment and subsequent lease payments. Lease revenue is budgeted as an incoming resource in the year of financing.

Liabilities

Liabilities are claims or other restrictions on an organization's resources, like a debt obligation.

Mill levy

A mill levy is a percentage that is applied to the assessed value of real property to calculate property tax. One mill is equal to one dollar of tax per one thousand dollars of valuation. For the biennium, the City is levying eight mills, the maximum amount allowed by state statute.

Materials and Supplies

Materials and supplies are a category of consumable expenditures that includes such items as office supplies, books, periodicals, gasoline, operating supplies, and safety equipment.

Personnel

Personnel is a category of expenditures that includes salary, benefits, and payroll taxes for City employees.

Ordinance

An ordinance is a municipal regulation approved by the City Council. Ordinances have the force of law.

Rebudgets

The City uses the term *rebudgets* to refer to budgetary encumbrances that are transferred between periods. Encumbrances are used for capital items, as well as one-time budget allocations managed in operating accounts. Rebudgets do not increase total spending authority; they transfer spending authority between periods. Cash is assigned and moved into the next period to fund rebudget items.

Revenue

In budget terms, revenue represents inflows of resources during a fiscal period. It has not yet been received, meaning it is not cash or other reserves, and can be derived from many sources like user fees, grants, loan proceeds (in cash-basis terms), interest, and intergovernmental revenue.

Recommended Budget

The City Manager's recommendation for expenditures in all City Funds, for either an annual or biennial period, based on City Council and management goals.

Recommended Supplemental Budget

In the second year of the budget cycle for biennially appropriated Funds, the City Manager may recommend adjustments to the adopted budget. The City Council considers and adopts a second-year budget adjustment per the same procedure that was used for the original two-year budget, including all public notices and hearings.

Resolution

A resolution is a formal expression of opinion, will, or intent, passed by a majority of the City Council.

Sales and Use Tax

Sales and use tax is a tax imposed on the sale or use of tangible personal property. Allowable sales and use tax rates, as well as tax exemptions, are a matter of state statute. Sales tax is collected on taxable items sold in the state. Use tax is a type of sales tax on purchases made outside Wyoming on taxable items that will be used, stored or consumed in the state and on which no tax was collected in the state of purchase.

User Fees/Charges

User fees and charges are payments made to the City of Laramie for receipt of services by the user who benefits from the services. The City of Laramie's primary sources of user fees are the utility services. Other examples include recreational programs, building permits, and inspection fees.