



City of Riverton
Regular Council Meeting
Tuesday, August 2, 2022 at 7:00 pm
Riverton City Hall Council Chambers
816 N Federal Blvd.
Riverton, WY 82501

At 6:45 P.M. on Tuesday, August 2, 2022, the Finance Committee will meet in the City Hall Council Chambers to consider bills to be paid. This meeting is open to the public.

- 1) Call to order.
 - 2) Pledge of Allegiance.
 - 3) Invocation.
 - 4) Roll call: Ward I: Kyle Larson, Dean Peranteaux
Ward II: Karla Borders, Kristy K. Salisbury
Ward III: Mike Bailey, Lindsey Cox
 - 5) Declaration of quorum.
 - 6) Approval of the Agenda.
 - 7) Communication from the Floor – Citizen’s Comments.
 - 8) Consent Agenda:
 - Approval of the Minutes – July 19, 2022 Regular Council Meeting.
 - Approval of the Minutes – July 19, 2022 Executive Session Meeting.
 - Approval of the Minutes – August 2, 2022 Finance Committee Meeting.
 - Approval of the Finance Committee Recommendations – August 2, 2022.
 - 9) Ord. No. 22-007, 2nd Reading: Reckless Animal Ordinance.
 - 10) Bid Award: Backhoe.
 - 11) Bid Award: Mini Excavator.
 - 12) Bid Award: ¾ Ton Flatbed.
 - 13) Bid Award: ¾ Ton Pickup.
 - 14) Resolution 1453: ARPA Water & Sewer Grant.
 - 15) EDGE Funding Recommendations.
 - 16) Quarterly Fiscal Health Report.
- Reports and Comments:
- 17) Council Committee Reports and Council Members’ Roundtable.
 - 18) City Administrator’s Report.
 - 19) Mayor’s Comments.
 - 20) Executive Session – if needed.
 - 21) Adjourn.

“Excellence in Service to the Rendezvous City”

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held July 19, 2022
7:00 PM

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Richard P. Gard at 7:00 p.m. City Council Members present were: Karla Borders, Mike Bailey, Dean Peranteaux, Kyle Larson, and Kristy K. Salisbury. Mayor Gard led the pledge of allegiance; and Council Member Borders conducted the invocation.

Roll call was conducted. Council Member Salisbury moved, seconded by Council Member Peranteaux to excuse Council Member Lindsey Cox from tonight's meeting. Motion passed unanimously. Mayor Gard declared a quorum of the Council.

City Staff present were: City Clerk/Human Resource Director Kristin S. Watson, City Administrator Tony Tolstedt, Public Works Director Kyle Butterfield, Chief Eric Murphy, Finance Director Mia Harris, and Administrative Assistant Tisha Tuttle.

Approval of the Agenda – Council Member Bailey moved, seconded by Council Member Peranteaux to approve the agenda as presented. Motion passed unanimously.

Communication from the Floor/Response to Citizen's Comments – Chessie Lee, citizen of Riverton and Co-founder of the Riverton Peace Mission, informed the Council of the 8th Annual Peace March that will be held on Saturday, August 6, 2022. Ms. Lee also commented on City Administrator Tony Tolstedt's resignation and shared her positive thoughts towards his next adventure. Karl Falken spoke on the National Night Out event that will be held on August 2, 2022.

Consent Agenda – City Clerk/Human Resource Director Kristin S. Watson read the consent agenda items by title only: Approval of the Minutes – July 5, 2022 Regular Council Meeting minutes; Approval of the July 5, 2022 Executive Session Meeting minutes; Approval of the July 19, 2022 Finance Committee Meeting minutes; Approval of the Finance Committee Recommendations for July 19, 2022, claims to be paid in the amount of \$283,389.41, Elan credit card in the amount of \$2,149.65, manual checks in the amount of \$4,478.78, payroll & liabilities for 7/1/22 in the amount of \$230,258.22, for a total of \$520,276.06; and Approval of the Municipal Court Report for the Month of June 2022. Council Member Borders moved, seconded by Council Member Bailey to approve the consent agenda as presented. Motion passed unanimously with Council Member Peranteaux abstaining from Wyonet and Traveling Computers claims; and Council Member Bailey abstaining from Bailey Enterprises, Inc. claim on the claims approval list.

Retirement Recognition: Dale Barrett – Public Works Director Kyle Butterfield recognized Dale Barrett for his 25-year career and his commitment to the City of Riverton. Mr. Barrett was congratulated by Council, fellow staff and his peers. Mr. Barrett thanked the Council for the opportunity to serve the community through his career.

Fiscal Year 2020-2021 Audit Report – Finance Director Mia Harris introduced Abbey Hagerman from BDO USA, LLP who provided a brief summary, telephonically, of the Fiscal Year 2021 Annual Audit Report noting that it was a clean audit. Mrs. Hagerman also commended city staff for accommodating the auditors with efficiency and professionalism throughout the process. Council Member Salisbury moved, seconded by Council Member Peranteaux to accept the Fiscal Year 2020-2021 Audit Report. Motion passed unanimously.

Consideration of Bid Award: Half Ton Pickups (2) – Brian Eggleston reported on the bids received for the half ton work trucks. Council Member Bailey moved, seconded by Council Member Peranteaux to approve the purchase of two (2) 2023 Chevrolet half ton work trucks in the amount of \$78,254.00 by awarding the bid to Fremont Chevrolet, Buick, GMC in Riverton, WY. Motion passed unanimously.

Consideration Of Bid Award: Crack Sealer – Brian Eggleston reported on the bid received for a Cimline M1 Crack Sealer. Council Member Borders moved, seconded by Council Member Bailey to approve the purchase of one (1) new Cimline M1 Crack Sealer in the amount of \$85,420.00 by awarding the bid to Normont Equipment Company. Motion passed unanimously.

Public Hearing & Consideration of Ordinance No. 22-007, 1st Reading: Reckless Animal Ordinance – Police Chief Eric Murphy presented Ordinance No. 22-007, which would amend the Riverton Municipal Code (RMC) 6.08.035 Reckless Animal Owner. City Clerk/Human Resource Director Kristin Watson read Ordinance No. 22-007 by title only. Council Member Salisbury moved, seconded by Council Member Bailey to open the public hearing. Motion passed unanimously. There being no one to speak, Council Member Bailey moved, seconded by Council Member Larson to close the public hearing. Motion passed unanimously. Council Member Larson

moved, seconded by Council Member Salisbury to adopt Ordinance No. 22-007 on first reading. Motion passed unanimously.

Council Committee Reports & Council Members' Roundtable – Council Member Bailey attended Airport Board meeting and shared its continued success. Council Member Peranteaux attended the Fremont County School District 25 Recreation Board meeting. Council Member Larson shared that July 30th will be household hazardous waste free dump day. Council Member Salisbury attended the Riverton Chamber meeting and discussed the growth plan for the Chamber. Council Member Salisbury also gave her sentiments thanking the Police Department for all they do. All Council Members shared that the Riverton Rendezvous Balloon Rally and the Friday Night Cruise was a great success for the community.

City Administrator Report – City Administrator Tony Tolstedt reported on the upcoming RECDA meeting. Mr. Tolstedt also commended staff on their work for the Audit and the Riverton Rendezvous Balloon Rally.

Mayor's Comments – Mayor Gard spoke on the meetings with staff, safe ways to school meeting, the Edge Committee meeting, cutting of weeds on Monroe, walk through of the area near Jefferson Ave., the upcoming “neighborhood watch” meeting, Chalk the Walk at the library, the FCAG meeting, and the Rendezvous Balloon Rally and Friday Night Cruise.

Executive Session – Personnel – Council Member Borders moved, seconded by Council Member Salisbury to convene into Executive Session for the purpose of Personnel at 7:58 p.m. Motion passed unanimously. Mayor Gard invited City Attorney Rick Sollars to attend the Executive Session. Council Member Peranteaux moved, seconded by Council Member Bailey to reconvene into regular Session at 9:23 p.m. Motion passed unanimously. There were no action items to be considered.

Adjourn – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council Meeting at 9:24 p.m. There was no objection from the Council.

CITY OF RIVERTON, WYOMING

Richard P. Gard
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

Publication Date:

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: Eric Murphy, Chief of Police

THROUGH: Anthony Tolstedt, City Administrator

DATE: July 28, 2022

SUBJECT: Consideration of Ordinance No. 22-007, 2nd Reading: Reckless Animal Owner.

Recommendation: The Riverton City Council adopt on *second* reading Ordinance No. 22-007, which would amend RMC 6.08.035 Reckless Animal Owner.

Background: Ordinance No. 21-013 established 6.08.035 Reckless Animal Owner. On July 20, 2021, August 3, 2021, and August 17, 2021, Riverton City Council considered the adoption of the reckless animal owner code. Ordinance No. 21-013 was adopted and approved on August 17, 2021 on third and final reading.

As our Police Officers and Animal Control Officer have written citations, it was found that a minor verbiage error in the establishment of the section has caused violations within this section of code to be unenforceable. Changing the current city code 6.08.035 will better assist our Police Officers and Animal Control Officer to make the city code enforceable.

Currently, 6.08.035 Reckless Animal Owner, reads: “*Any owner who is found to have violated this Chapter, **other than** by a violation of sections 6.08.020, 6.04.050, 6.08.065 and/ or 6.04.045, three (3) or more times in an eighteen (18) month period, may be declared a reckless animal owner.*”

Discussion: As the Riverton Municipal Code (RMC) 6.08.035 currently reads, it is unenforceable due to a minor grammatical error. The words “other than” were included in the ordinance by mistake and need to be removed in order for this section of code to be enforceable. This will correct the problem that the court has encountered and will make the Reckless Animal Owner section of city code more applicable for the purposes that the Riverton Police Department intended it.

Council adopted Ordinance No. 22-007 on first reading at the 7/19/2022 Regular Council Meeting.

Budget Impact: Adopting Ordinance No. 22-007 does not directly impact the current budget.

PROPOSED ORDINANCE NO. 22-007

AN ORDINANCE AMENDING TITLE 6 “ANIMALS”, CHAPTER 6.08 “DOGS AND CATS”, SECTION 6.08.035 “RECKLESS ANIMAL OWNER” OF THE RIVERTON MUNICIPAL CODE, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, AND PROVIDING FOR AN EFFECTIVE DATE.

Section 1. 6.08.035 “Reckless animal owner.” is hereby amended to read as follows:

6.08.035 Reckless animal owner.

Any owner who is found to have violated this chapter, ~~other than~~ by a violation of Sections [6.08.020](#), [6.04.050](#), [6.08.065](#), and/or [6.04.045](#), three or more times in an eighteen (18) month period, may be declared a reckless animal owner; or

Any owner who is found to have violated this chapter, by violating Section [6.08.040](#), [6.08.050](#), or [6.08.055](#) two or more times in any three-year period, may be declared a reckless animal owner.

A. The municipal court shall issue a notification of the declaration of reckless animal owner to the person with the following:

1. Name and address of the person subject to the declaration,
2. The description, violation, and conviction that led to the declaration.

B. Once declared a reckless animal owner, pursuant to this section, the city licenses of all animals owned by the person shall be revoked and no new licenses shall be issued for the period of time set by the court, except that the period of license prohibition, to prevent the person from keeping or, possessing an animal shall not exceed a period of one year from the date of the declaration.

C. Once declared a reckless animal owner, pursuant to this section, the city licenses of all animals owned by the person shall be revoked and no new licenses shall be issued for the period of time set by the court, except that the period of license prohibition, to prevent the person from keeping or, possessing an animal shall not exceed a period of thirty (30) consecutive months from the date of the declaration.

D. A person declared to be a reckless animal owner may apply to the municipal court to have the no license declaration waived after a period of six months for a declaration made pursuant to this section and for a period of twelve (12) months for a declaration made pursuant to this section upon meeting the following conditions:

1. The person has no subsequent violations of this chapter,
2. The person has complied with all of the provisions of this act, since the court’s declaration, and
3. The person provides proof to the municipal court of successful completion of a program designed to improve the person’s understanding of animal ownership responsibilities and based upon an interview with the court, establishes that understanding.
4. If the court finds clear and convincing evidence that the person has complied with all conditions in this subsection, the court may rescind the reckless owner declaration subject to conditions that can help to ensure no future violations. The person must provide clear and convincing proof that ownership of an animal in the future will be handled responsibly and not in violation of any law or ordinance. (Ord. 21-013 § 3, 2021)

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. This ordinance shall take effect from its adoption and publication as required by law and the ordinances of the City of Riverton.

PASSED ON FIRST READING

July 19, 2022

PASSED ON SECOND READING _____

PASSED ON THIRD READING _____

PASSED AND APPROVED this ____ day of _____, 2022.

CITY OF RIVERTON, WYOMING

By: _____
Richard P. Gard
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

ATTESTATION

I, Kristin S. Watson, Clerk of the City of Riverton, attest that Ordinance No. 22-007 was passed, adopted, and approved by the Governing Body of the City of Riverton on the ____ day of _____, 2022. I further certify that the above proclamation ran at least once in the Riverton Ranger, a newspaper of general circulation within Riverton, Wyoming, the effective date of publication, and therefore the effective date of enactment being _____.

Kristin S. Watson
City Clerk/Human Resource Director

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: Dan Adcock, Fleet/Sanitation Supervisor

THROUGH: Kyle J. Butterfield, Public Works Director
Anthony Tolstedt, City Administrator

DATE: August 2, 2022

SUBJECT: One (1) New Backhoe w/Thumb Attachment

Recommendation: The Riverton City Council approves the purchase of One (1) New Backhoe w/Thumb Attachment, from Wyoming Machinery Company.

Background: During the preparation and adoption of the 2022-2023 budget, the Riverton City Council authorized the purchase of One (1) New Backhoe w/Thumb Attachment, at the request of the Public Works Department. The Riverton City Council budgeted \$146,500.00 for the total project, which included procurement of the equipment, and the purchase and installation of the required attachments.

Discussion: Wyoming State Statute requires that the purchase of any vehicle be competitively bid. The bid was advertised beginning July 2, 2022. Bids were opened on July 13, 2022. Bids were received from (3) three companies with two bids being responsive and one unresponsive. The bid received from Torgerson's Equipment was submitted as an alternate bid, for a machine that did not meet many of the specifications included in the bid package. Listed below are the bids received.

VENDOR	Product Supplied	UNIT PRICE
Torgerson's Equipment/Case	580 Backhoe w/ Thumb Attachment	\$ 135,152.94
Wyoming Machinery CO./Cat	430 Backhoe w/ Thumb Attachment	\$ 142,482.58
Honen Equipment/John Deere	410L Backhoe w/ Thumb Attachment	\$ 148,891.28

Staff proposes the City of Riverton Award the bid to Wyoming Machinery Co. in the amount of \$142,482.58.

Budget Impact: \$146,500.00 is budgeted for the purchase of One (1) New Backhoe w/Thumb Attachment.

Comparison of Advertised Bid Specifications against the Torgerson (Case) Bid

- Original Specification: Engine 116HP @ 1600 RPM
Case Bid: 108 HP @ 1600 RPM
- Original Specification: Transmission Circuit must be water cooled.
Case Bid: Transmission Circuit air cooled.
- Original Specification: Foot Actuated differential lock
Case Bid: Not offered
- Original Specification: Differential lock protection monitor to avoid lock being applied over 1000 RPM.
Case Bid: Not Offered
- Original Specification: Hydraulic Pump 42 GPM @ 2200 RPM at 3621 PSI
Case Bid: Hydraulic Pump 41 GPM @2200 RPM at 3450 PSI
- Original Specification: Factory Installed Security System with 10 operator codes.
Case Bid: Not Offered.
- Original Specification: Machine security enabled through monitor.
Case Bid: Not offered
- Original Specification: Operating weight no more than 17,786 lbs.
Case Bid: Operating weight 20,077 LBS
- Original Specification: Digging Depth 19' 9"
Case Bid: Digging Depth 18'
- Original Specification: Boom shall have a power curve design.
Case Bid: Not offered
- Original Specification: Digging breakout force 15,723 LBS
Case Bid: Digging break out force 15,070 LBS

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: Brian Eggleston, Operations Division Manager

THROUGH: Kyle J. Butterfield, Public Works Director
Anthony Tolstedt, City Administrator

DATE: August 2, 2022

SUBJECT: Bid Award – Mini-Excavator

Recommendation: The Riverton City Council approves the purchase of one (1) new Caterpillar 306 Excavator in the amount of \$82,259.09 to Wyoming Machinery Company in Casper, WY.

Background: During the preparation and adoption of the 2022-2023 budget, the Riverton City Council authorized the purchase one (1) new mini-excavator, at the request of the Collections and Distribution Division. The Riverton City Council budgeted \$83,250.00 for the total project, split equally between the Water and Sewer funds.

Discussion: Wyoming State Statute requires the purchase of any vehicle be competitively bid. Specifications for the mini-excavator were prepared in house. On July 16, 2022, the City of Riverton began advertising for bids. Those bids were publicly opened on July 27, 2022. The following is the breakdown of that competitive bid.

VENDOR	TOTAL BID	UNIT PRICE
Wyoming Machinery Company/Cat	\$82,259.09	\$82,259.09
Torgerson's LLC/Case	\$83,207.32	\$83,207.32

Budget Impact: \$83,250.00 was budgeted for the project. Both bids were responsive, and staff recommends awarding the bid the Wyoming Machinery Company in the amount of \$82,259.09. This reflects that we are under budget by \$990.91.

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: Brian Eggleston, Operations Division Manager

THROUGH: Kyle J. Butterfield, Public Works Director
Anthony Tolstedt, City Administrator

DATE: August 2, 2022

SUBJECT: Bid Award – One ¾ Ton Flatbed 4X4 Work Truck

Recommendation: The Riverton City Council approves the purchase of one (1) 2023 Chevrolet ¾ ton 4X4 flatbed work truck in the amount of \$51,532.00 to Fremont Chevrolet, Buick, GMC in Riverton, WY.

Background: During the preparation and adoption of the 2022-2023 budget, the Riverton City Council authorized the purchase one (1) new 2023 ¾ ton 4x4 flatbed work truck for Recycling Operations. The Riverton City Council budgeted \$49,500.00 for the total project. This price was based on early estimates prior to the release of official dealer pricing. Dealer pricing did not become available until after the FY23 budget was completed.

Discussion: Wyoming State Statute requires the purchase of any vehicle be competitively bid. Specifications for the work truck were prepared in house. On July 16, 2022, the City of Riverton began advertising for bids. Those bids were publicly opened on July 27, 2022. The following is the breakdown of that competitive bid

VENDOR	TOTAL BID	UNIT PRICE
Fremont Chevrolet, Buick, GMC	\$51,532.00	\$51,532.00

Budget Impact: \$49,500.00 was budgeted for the project. If approved, the remaining \$2,032.00 would have to be absorbed in the Sanitation Fund.

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: Brian Eggleston, Operations Division Manager

THROUGH: Kyle J. Butterfield, Public Works Director
Anthony Tolstedt, City Administrator

DATE: August 2, 2022

SUBJECT: Bid Award - One ¾ ton 2WD Work Truck

Recommendation: The Riverton City Council approves the purchase of one (1) 2023 Chevrolet 3/4 ton work truck in the amount of \$39,108.00 to Fremont Chevrolet, Buick, GMC in Riverton, WY.

Background: During the preparation and adoption of the 2022-2023 budget, the Riverton City Council authorized the purchase one (1) new 2023 ¾ ton 2WD work truck at the request of the Park Division. The Riverton City Council budgeted \$38,000.00 for the total project. This price was based on early estimates prior to the release of official dealer pricing. Dealer pricing did not become available until after the FY23 budget was completed.


Discussion: Wyoming State Statute requires the purchase of any vehicle be competitively bid. Specifications for the work truck were prepared in house. On July 16, 2022, the City of Riverton began advertising for bids. Those bids were publicly opened on July 27, 2022. The following is the breakdown of that competitive bid

VENDOR	TOTAL BID	UNIT PRICE
Fremont Chevrolet, Buick, GMC	\$39,108.00	\$39,108.00

Budget Impact: \$38,000.00 was budgeted for the project. If approved, the remaining \$1,108.00 would have to be absorbed in the General Fund.

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: Kyle J. Butterfield, Public Works Director 

THROUGH: Anthony Tolstedt, City Administrator

DATE: August 2, 2022

SUBJECT: Resolution No. 1453 – SLIB Application for ARPA Water & Sewer Grant

Recommendation: The City Council approves Resolution No. 1453 supporting an application to the State Loan and Investment Board (SLIB) for an American Rescue Plan Act (ARPA) water and sewer grant.

Background: ARPA became law in early March 2021 and provided \$1.9 trillion in COVID relief funding throughout the nation. Among its many programs, ARPA includes provisions to assist state and local governments. The State of Wyoming received a total of \$1.68 billion in funding from these provisions. The governor's office, the Joint Appropriations Committee, and the legislature have since worked to prioritize the use of ARPA funds. Senate Enrolled Act 20 of the recent legislative session appropriated \$334,539,726 of ARPA monies towards established priorities. One funded priority was \$50 million towards water and sewer improvement projects. SLIB has opened a competitive grant process for communities to apply for these funds.

Discussion: The broadcasting and reading equipment related to the city's water metering infrastructure are aging, frequently breaking down, and are no longer supported by the manufacturer. These items are critical in the accounting of potable water that is distributed and consumed throughout the city. They also enable Utility Billing to accurately invoice and receive revenue for both the water and wastewater utilities. What's more, recent low-lead regulations render current meters obsolete and prohibit city staff from repairing and replacing existing units. Consequently, staff would like to submit an application to the SLIB to support a water meter replacement project under the ARPA Water and Sewer Grant Program.

Budget Impact: The FY23 budget does not reflect an allocation to the meter replacement project. Should grant funds be awarded from SLIB, the city would need to amend its budget to appropriately reflect the revenue and expenditures associated with the project. There are sufficient funds in the Water and Wastewater Enterprise Funds to cover the city's obligation to match the potential grant. The table below reflects staff's estimate of project costs and offsetting grant monies.

	SLIB Grant	Water Fund	Wastewater Fund	Total Project Costs
Meter Replacement Project	\$2,982,000	\$284,000	\$284,000	\$3,550,000

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE STATE
LOAN AND INVESTMENT BOARD FOR A GRANT THROUGH WATER AND SEWER ARPA
GRANT PROGRAM FUNDING ON BEHALF OF THE GOVERNING BODY FOR THE

City of Riverton

(NAME OF APPLICANT)

FOR THE PURPOSE OF

Replacing noncompliant and unsupported water meters that predate current low-lead requirements
and automating the manner by which water consumption is read and reported

(STATE TITLE AND PUROSE OF PROJECT)

WITNESSETH

WHEREAS, the Governing Body for the City of Riverton
desires to participate in the Water & Sewer ARPA Grant program to assist in financing this project;
and

WHEREAS, the Governing Body for the City of Riverton
recognized the need for the project: and

WHEREAS, the WATER & SEWER ARPA GRANT program required that certain criteria be met, as
described in the State Loan and Investment Board's Rules and Regulations governing the program,
and to the best of our knowledge this application meets those criteria; and,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE
City of Riverton

that a grant application in the amount of \$3,550,000
be submitted to State Loan and Investment Board for consideration at a State Loan and Investment
Board meeting to assist in funding
the Riverton LCR Compliance and Automated Metering Infrastructure Project

(Name of project)

BE IT FURTHER RESOLVED, that the City Administrator, Public Works Director, and
Finance Director

(Name and title of persons)

are hereby designated as the authorized representatives of the
City of Riverton
to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED AND ADOPTED THIS Tuesday, August 02, 2022

Date

Signature

Printed

Name & Title

Attest:

Signature

Printed

Name & Title

CITY COUNCIL ACTION MEMO

TO: His Honor the Mayor and Members of the City Council

FROM: Anthony Tolstedt, City Administrator

DATE: July 29, 2022

SUBJECT: EDGE Recommendation

Recommendation: That Council, through minute action, approve the allocation of EDGE funding as recommended by the EDGE Committee.

Background: The EDGE committee advertised for a funding process from 4/25/2022 to 6/17/2022. The EDGE committee then met on 6/23/2022 to hear presentations from the different applicants. The meeting went long and the committee scheduled a subsequent meeting to discuss the applications. That meeting was held on 7/6/2022.

Discussion: At the 7/6/2022 meeting, the EDGE Committee unanimously voted to allocate the remaining funding available to the cost of air service in order to assist in covering the cost of the minimum revenue guarantee. The recommendation is to provide the remaining 11.67% of EDGE funding up to \$140,000 to assist in covering the increase costs of air service.

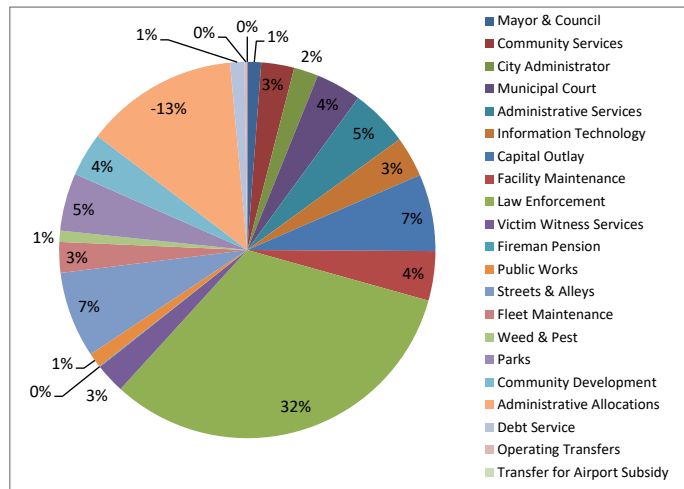
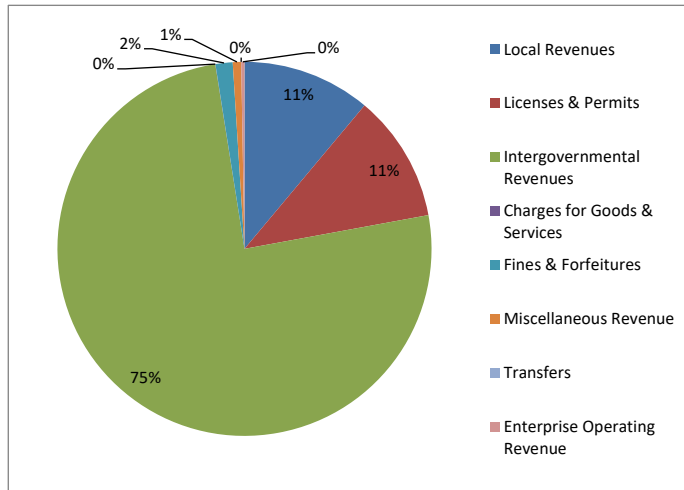
Alternatives: Council may accept, reject or modify the award, as Council deems appropriate within the available funding restrictions.

Budget Impact: 11.67% is calculated as the remaining percentage available that does not exceed 100% of the collected funding. The current allocations for EDGE funding are as follows:

Total funding Estimate:	\$1,200,000	
RMD	\$880,000	73.33%
CWC - Equine	\$100,000	8.33%
Kifaru	\$80,000	6.67%
Total Currently Alocated:	\$1,060,000	88.33%
Remaining	\$140,000	11.67%

Council Goals: The recommendation and use of EDGE funds as recommended supports City Goal #6: *Promote Economic Development*.

**Fiscal Year Summary Report
July 1, 2021 through June 30, 2022**



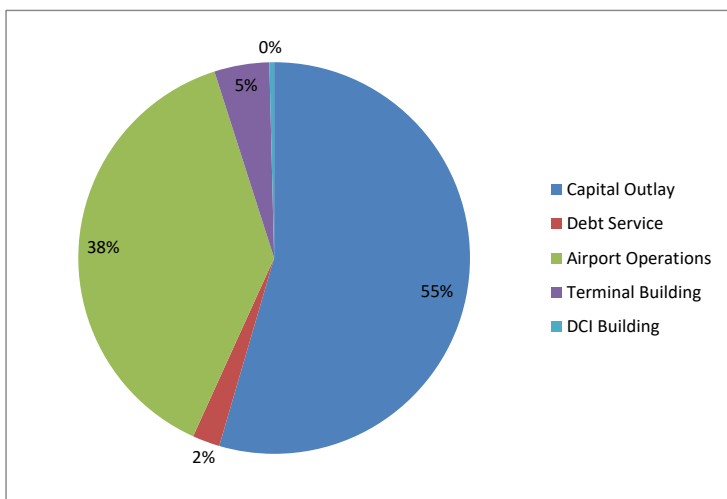
General Fund

Revenues	Projected	Actual	Difference (\$)	(%)
Local Revenues	\$ 919,200	\$ 993,205	\$ 74,005	108%
Licenses & Permits	\$ 988,600	\$ 986,119	\$ (2,481)	100%
Intergovernmental Revenues	\$ 5,778,372	\$ 6,749,295	\$ 970,923	117%
Charges for Goods & Services	\$ -	\$ (1,245)	\$ (1,245)	-
Fines & Forfeitures	\$ 125,000	\$ 132,743	\$ 7,743	106%
Miscellaneous Revenue	\$ 50,500	\$ 64,662	\$ 14,162	128%
Transfers	\$ 492,928	\$ -	\$ (492,928)	0%
Enterprise Operating Revenue	\$ 21,200	\$ 25,128	\$ 3,928	119%
Total Revenues	\$ 8,375,800	\$ 8,949,907	\$ 574,107	107%

Expenses	Projected	Actual	Difference (\$)	(%)
Mayor & Council	\$ 118,204	\$ 116,024	\$ 2,180	98%
Community Services	\$ 276,285	\$ 276,285	\$ -	100%
City Administrator	\$ 210,614	\$ 205,213	\$ 5,401	97%
Municipal Court	\$ 408,292	\$ 382,204	\$ 26,088	94%
Administrative Services	\$ 487,530	\$ 483,962	\$ 3,568	99%
Information Technology	\$ 353,097	\$ 340,940	\$ 12,157	97%
Capital Outlay	\$ 1,406,900	\$ 645,179	\$ 761,721	46%
Facility Maintenance	\$ 440,664	\$ 414,356	\$ 26,308	94%
Law Enforcement	\$ 3,378,806	\$ 3,165,943	\$ 212,863	94%
Victim Witness Services	\$ 249,778	\$ 249,767	\$ 11	100%
Fireman Pension	\$ 6,750	\$ 6,750	\$ -	100%
Public Works	\$ 123,304	\$ 123,261	\$ 43	100%
Streets & Alleys	\$ 798,583	\$ 722,027	\$ 76,556	90%
Fleet Maintenance	\$ 260,564	\$ 257,163	\$ 3,401	99%
Weed & Pest	\$ 106,259	\$ 93,930	\$ 12,329	88%
Parks	\$ 548,832	\$ 485,028	\$ 63,804	88%
Community Development	\$ 439,510	\$ 364,618	\$ 74,892	83%
Administrative Allocations	\$ (1,381,372)	\$ (1,287,053)	\$ (94,319)	93%
Debt Service	\$ 119,200	\$ 119,162	\$ 38	-
Operating Transfers	\$ 24,000	\$ 24,000	\$ -	100%
Transfer for Airport Subsidy	\$ -	\$ -	\$ -	0%
Total Expenses	\$ 8,375,800	\$ 7,188,760	\$ 1,187,040	86%

Difference	\$ 1,761,147
(-) Less ARPA Revenue	\$ (936,433)
	<u>\$ 824,713</u>

Airport Fund

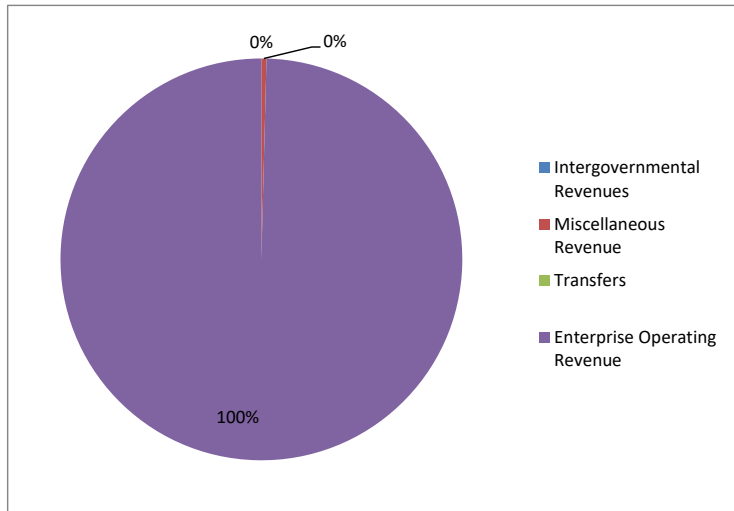


Expenses		Projected		Actual	Difference (\$)	(%)
Capital Outlay	\$	1,051,441	\$	725,038	\$ 326,403	69%
Debt Service	\$	30,091	\$	30,091	\$ 0	100%
Airport Operations	\$	556,266	\$	508,943	\$ 47,323	91%
Terminal Building	\$	60,500	\$	60,329	\$ 171	100%
DCI Building	\$	5,500	\$	5,253	\$ 247	96%
Total Expenses	\$	1,703,798	\$	1,329,654	\$ 374,144	78%

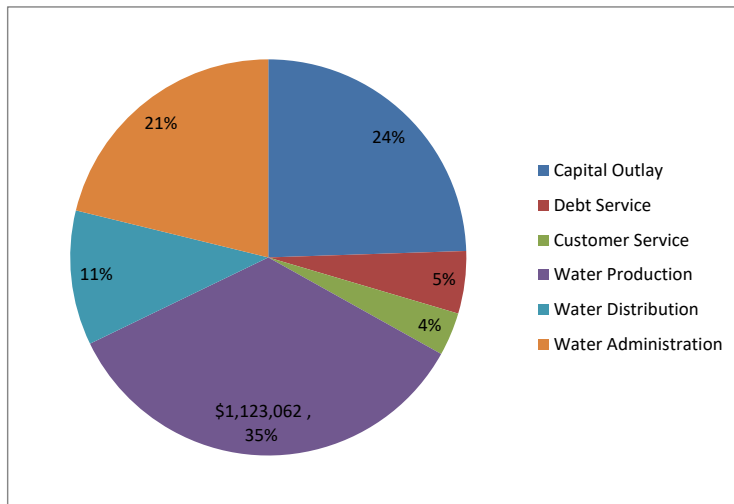
Difference	\$	498,110
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**Fiscal Year Summary Report
July 1, 2021 through June 30, 2022**

Water Fund



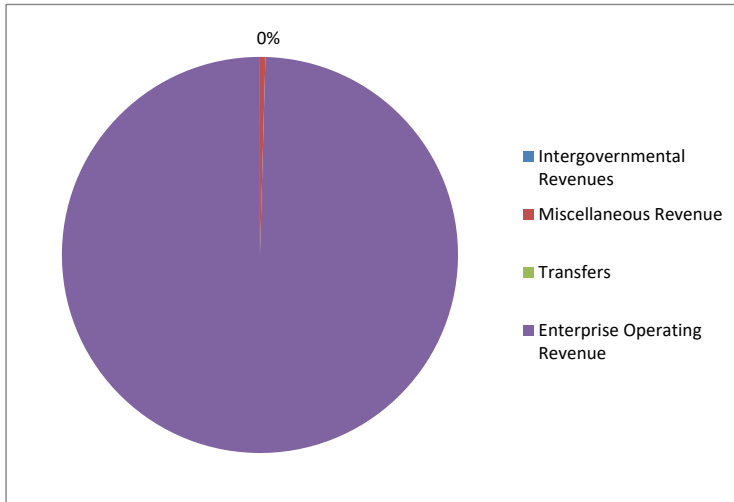
Revenues	Projected	Actual	Difference (\$)	(%)
Intergovernmental Revenues	\$ -	\$ -	\$ -	#DIV/0!
Miscellaneous Revenue	\$ 10,000	\$ 11,314	\$ 1,314	113%
Transfers	\$ 772,273	\$ -	\$ (772,273)	0%
Enterprise Operating Revenue	\$ 2,731,000	\$ 2,783,402	\$ 52,402	102%
Total Revenues	\$ 3,513,273	\$ 2,794,716	\$ (718,557)	80%



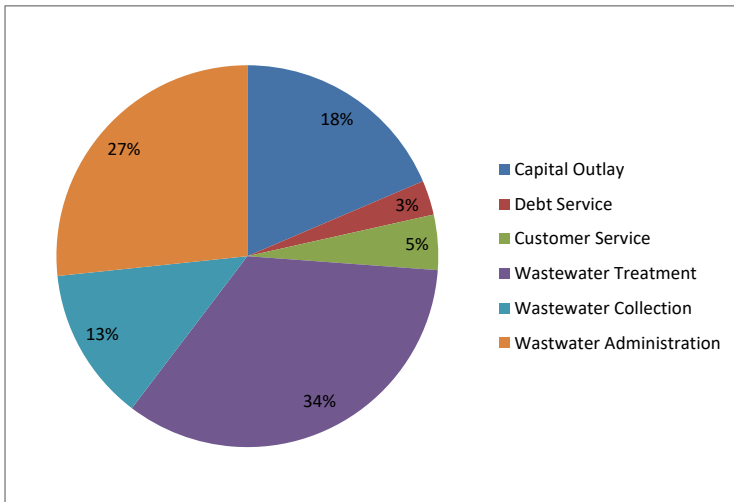
Expenses	Projected	Actual	Difference (\$)	(%)
Capital Outlay	\$ 820,550	\$ 791,944	\$ 28,606	97%
Debt Service	\$ 260,025	\$ 164,798	\$ 95,227	63%
Customer Service	\$ 114,148	\$ 114,145	\$ 3	100%
Water Production	\$ 1,187,832	\$ 1,123,062	\$ 64,770	95%
Water Distribution	\$ 385,680	\$ 355,495	\$ 30,185	92%
Water Administration	\$ 745,038	\$ 685,233	\$ 59,805	92%
Total Expenses	\$ 3,513,273	\$ 3,234,676	\$ 278,597	92%

Difference \$ (439,960)

Fiscal Year Summary Report
July 1, 2021 through June 30, 2022
Wastewater Fund



Revenues	Projected	Actual	Difference (\$)	(%)
Intergovernmental Revenues	-	-	-	0%
Miscellaneous Revenue	25,000	10,651	(14,349)	43%
Transfers	339,135	-	(339,135)	0%
Enterprise Operating Revenue	2,441,500	2,408,744	(32,756)	99%
Total	2,805,635	2,419,394	(386,241)	86%

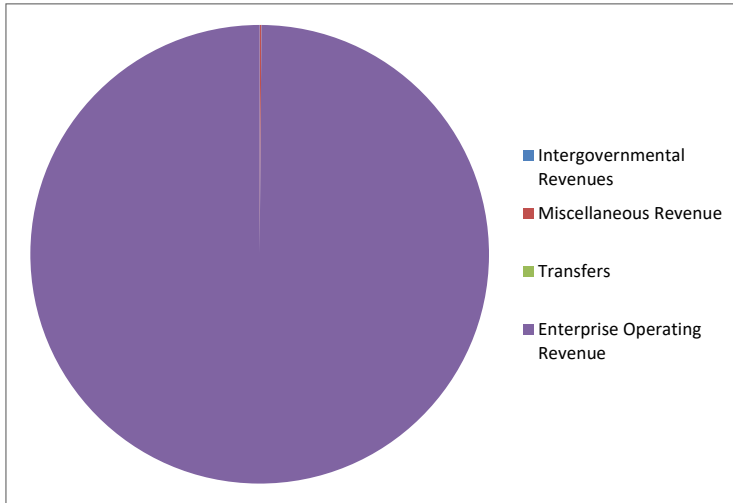


Expenses	Projected	Actual	Difference (\$)	(%)
Capital Outlay	707,750	453,070	254,680	64%
Debt Service	72,000	71,356	644	99%
Customer Service	113,960	113,817	143	100%
Wastewater Treatment	845,590	833,523	12,067	99%
Wastewater Collection	361,280	317,094	44,186	88%
Wastewater Administration	705,055	650,212	54,843	92%
Total Expenses	2,805,635	2,439,072	366,563	87%

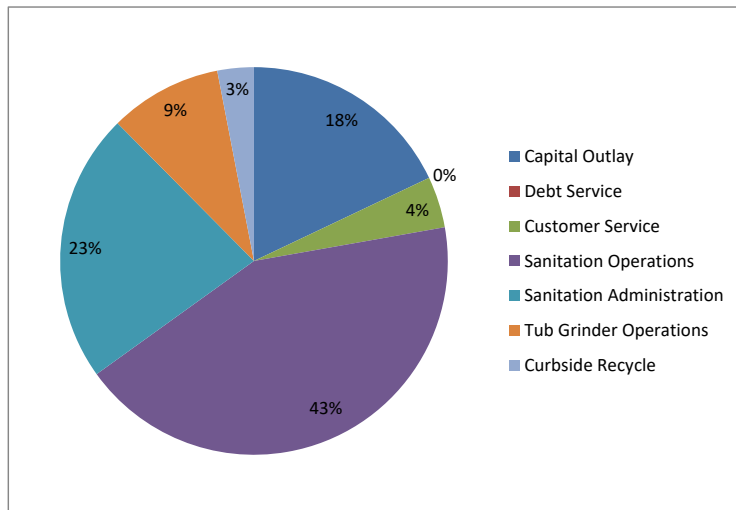
Difference **(19,677)**

Fiscal Year Summary Report
July 1, 2021 through June 30, 2022

Sanitation Fund



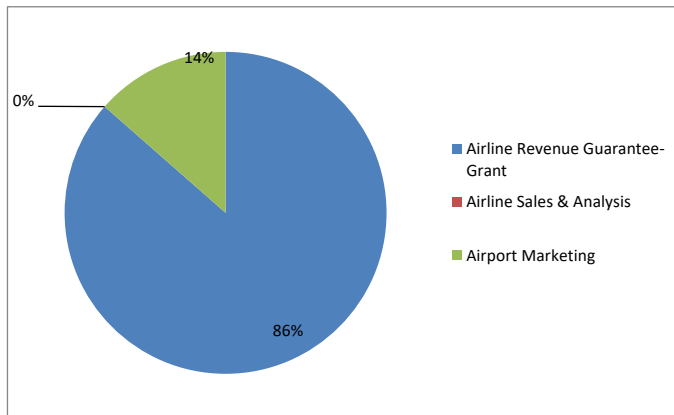
Revenues	Projected		Actual		Difference (\$)	(%)
Intergovernmental Revenues	\$	-	\$	-	\$ -	0%
Miscellaneous Revenue	\$	5,000	\$	2,989	\$ (2,011)	60%
Transfers	\$	457,604	\$	-	\$ (457,604)	0%
Enterprise Operating Revenue	\$	2,290,000	\$	2,424,697	\$ 134,697	106%
Total Revenues	\$	2,752,604	\$	2,427,685	\$ (324,919)	88%



Expenses	Projected		Actual		Difference (\$)	(%)
Capital Outlay	\$	526,250	\$	476,153	\$ 50,097	90%
Debt Service	\$	-	\$	-	\$ -	0%
Customer Service	\$	113,255	\$	113,196	\$ 59	100%
Sanitation Operations	\$	1,153,829	\$	1,137,096	\$ 16,733	99%
Sanitation Administration	\$	597,120	\$	596,960	\$ 160	100%
Tub Grinder Operations	\$	281,439	\$	248,959	\$ 32,480	88%
Curbside Recycle	\$	80,711	\$	80,636	\$ 75	100%
Total Expenses	\$	2,752,604	\$	2,652,999	\$ 99,605	96%

Difference **\$ (225,314)**

Airline Minimum Revenue Guarantee



Expenses		Projected		Actual		Difference (\$)	(%)
Airline Revenue Guarantee-Grant	\$	731,256	\$	490,668	\$	240,588	67%
Airline Sales & Analysis	\$	-	\$	-	\$	-	#DIV/0!
Airport Marketing	\$	80,000	\$	76,798	\$	3,202	96%
Total Expenses	\$	811,256	\$	567,466	\$	243,790	70%

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Fiscal Year Summary Report
July 1, 2021 through June 30, 2022

Fund	Revenue	Expenses	Difference
General Fund	\$ 8,949,907	\$ 7,188,760	\$ 1,761,147
Water Fund	\$ 2,794,716	\$ 3,234,676	\$ (439,960)
Wastewater Fund	\$ 2,419,394	\$ 2,439,072	\$ (19,677)
Sanitation Fund	\$ 2,427,685	\$ 2,652,999	\$ (225,314)
Airport Fund	\$ 1,827,763	\$ 1,329,654	\$ 498,110
Airline Minimum Revenue Guarantee	\$ 847,451	\$ 567,466	\$ 279,985
	\$ 19,266,917	\$ 17,412,627	\$ 1,854,290