



Behind the Scenes: September 2022

A monthly report from the City Manager and Department Heads

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Any items which directly fulfill the FY22-23 Community Strategic Plan are notated.

The Community Strategic Plan has 5 Directives.

- Employees (SP-E)
- Beautification (SP-B)
- Infrastructure (SP-I)
- Community Trust and Engagement (SP-CTE)
- Community and Economic Development (SP-CED)

The full Strategic Plan can be found at the end of this document and in-depth quarterly updates are available at www.rawlinswy.gov/strategicplan

A Message from the City Manager



From the annual community surveys that we sent out, it is clear that our residents want more recreational opportunities. The good news is that fun is on the way!

Your community Dog Park, at Key Club Park (located at the southwest corner of the cemetery) is now open! We will be adding additional amenities to the dog park like a drinking fountain for you and your furry friends as well as other dog park features. Come check it out and let us know what you think! This park was funded by the Wyoming Community Gas, the City, and community donations.

The Skate Park is getting close. Kids should be able to come skate/bike/scooter sometime in late September when the ramps arrive and are installed. The Skate Park will be located on the old tennis courts adjacent to the dog park at Key Club Park. Residents have wanted a skate park for a very long time, as indicated in the community surveys, so we are thrilled to bring this to you! Community members, businesses, and partners really chipped in to make this a reality. We cannot wait for you to try it out!

Indoor roller skating is coming this winter. In fact, the roller skates have arrived, and we'll be opening the gym up for you to come have some fun. You will even be able to rent out the gym for birthday parties. Starting October 14th, bring your friends and family to skate during the following times: Friday: 7:00 pm – 8:45 pm and Sunday: 3:00 pm – 4:45 pm.

Want to learn about other recreational opportunities Parks and Rec provides? Three times a year we produce The City View, which is a magazine that is delivered to everyone's households, and it has a recreational guide in it. If it didn't arrive at your house, don't worry, we have extra copies at City Hall or at the Rec Center you can come to pick up. You can also find it online at

<https://www.rawlinswy.gov/DocumentCenter/View/16912/web-site--total-finished-City-View>

One of the key goals of Parks and Recreation in the community is to improve the quality of life for our residents. The more quality recreational opportunities there are, the more people want to live, work, and play in Rawlins.

Our Parks and Recreation department is doing a fabulous job enhancing opportunities here in Rawlins. We may be small in population, but we can do some pretty cool things.

Shawn Metcalf, City Manager

City Council Updates



August Meeting Actions and Updates

- Correction to the FY22-23 Pay Plan due to clerical typing errors (**Motion Passes Unanimously**).
- Public Hearing and Acceptance of \$739,792.74 in American Rescue Plan Funding to supplement general fund revenues (**Motion Passes Unanimously**). (SP-I, SP-E)
- Resolution amending the recycling fee from \$3.00 to \$6.00 monthly to balance the Recycling Center enterprise fund's budget and to allow for capital expenditures (**Motion Passes. Yeas:** Mayor Weickum, Vice Mayor Wells, Council Member Durst, Council Member Garner and Council Member Smith. **Nays:** Council Member Martinez and Council Member Weisenburg). (SP-I)
- Ratification of WYDOT ARPA Grant for replacement of Dispatch Console Radios, Officer Patrol Car Radios, and Officer Portable Radios (**Motion Passes Unanimously**). (SP-I)
- Approve Resolution & Certification for the staff to apply for American Rescue Plan Act (ARPA) 2022 - 2023 Grant for the City of Rawlins Water Service Deliver System during a Special City Council Meeting on August 10. (**Motion Passes Unanimously**). (SP-I)
- Approval of Awarding Two (2) New Public Works Truck Bids to Ken Garff Automotive of Cheyenne, Wyoming from Chokecherry Impact Assistance (General Fund). (**Motion Passes Unanimously**).
- Approve Ordinance to Amend Rawlins Municipal Code 10.54.030 to clarify vehicle registration plates display requirements (**Motion Passes Unanimously**).
- Held a Work Session regarding Reporting on City of Rawlins Code and Ordinance Enforcement Responsibilities and Procedures. (SP-B)



Upcoming Meetings

- September 6th, 2022 – Regular City Council Meeting with Work Session Scheduled for 6 pm on Discussion on City of Rawlins Water Rates.
- September 20th, 2022 – Regular City Council Meeting with Work Session Scheduled for 6 pm on Discussion on City of Rawlins Water Rates.

Want to learn more about City Council? To see all agenda items and documents presented at meetings, please visit www.rawlinswy.gov/boarddocs and navigate to the agenda item. If you would prefer to review a hard copy, please stop by City Hall during regular hours or call Lynn Shearer, City Clerk at 307-328-4500 ext. 1001. Council work sessions and meetings are aired live on Channel 191 (Spectrum) and YouTube at www.rawlinswy.gov/youtube. Council meetings are held in Council Chamber, City Hall, 521 W. Cedar Street.

If you have concerns or questions regarding an item on the agenda, you are always welcome to reach out to the presenting staff members, council members (www.rawlinswy.gov/council), or Mira Miller, Community Relations Coordinator at 307-328-4500 ext. 1022.

Rawlins City Council meetings are held every first and third Tuesday of each month at 7:30p. Work sessions are often held beforehand, typically at 6:00 pm.

“Community Strategic Plan” Implementation Committees



Last Month’s Accomplishments

- Awarded the Community Builder Award for August 2022 to Damien Cesko (SP-CTE)
- Designed and mailed the Free Landfill Voucher program for the month of September (SP-B)
- Put “Why Rawlins” Community Identity on hold pending the hire of an Economic Development Director, alternate staff, or contractor
- Held Dangerous, Derelict, and Dilapidated Building Committee Meeting to discuss the progress of building assessments, ordinance revisions, grants, and development districts (SP-B, SP-CED)
- Building assessment team, composed of multiple departments tasked with enforcing building and property safety codes, reviewed six properties and began follow-up (SP-B, SP-CED)
- Completed monthly site visits on all 10 dangerous buildings (SP-B, SP-CED)

Upcoming Projects

- Release of dangerous building status for home on 9th Street after new retaining wall finalized
- Identify future possible brownfield buildings for next grant cycle (SP-B, SP-CED)
- Running Free Landfill Vouchers throughout the month of September (SP-B)
- 2nd I-80 Clean-Up for four miles adopted from mile marker 211-215 by City Staff (SP-B)

City Attorney



Last Month's Accomplishments

- Began discussions for municipal electronic re-codification
- Implemented school supply project for Rawlins schools in which court fees may be partially paid for school supplies
- Completed updates to three municipal codes for submission to Council
 - Clarifying the ordinance regarding vehicle plate displays (Title 10.54.030)
 - Amending the ordinance regarding Council member attendance (Title 2.04)
 - Amending the ordinance regarding the responsibilities and consequences for nuisance/vicious animals (Title 6.02 and 6.04)
- Reviewed multiple City contracts (SP-I)
- 107 misdemeanor cases disposed
- Began legal processes regarding three dangerous properties (SP-B, SP-CED)



Upcoming Projects

- Continue streamlining abatement processes (SP-B, SP-CED)
- Continue municipal code updates
- Continue misdemeanor case prosecution
- Negotiate upcoming contract renewals

Admin Services



Last Month's Accomplishments

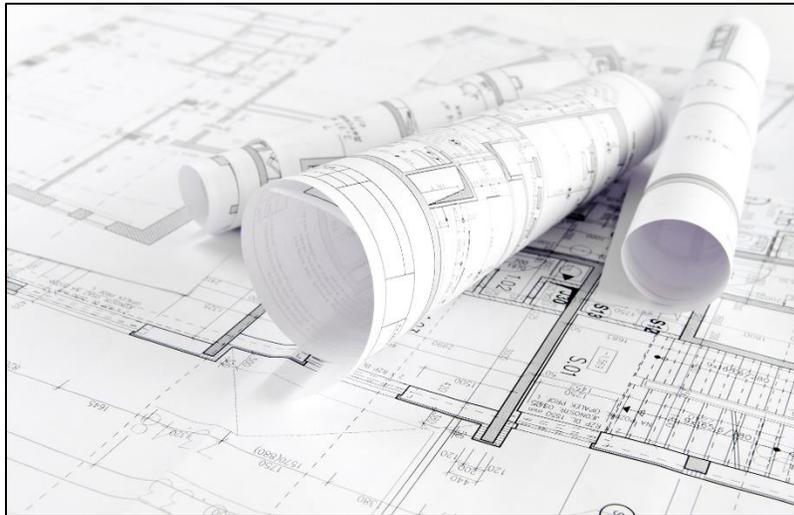
- Facilitated the detailed city code enforcement presentation to City Council (SP-B, SP-CED)
- Attended a collaboration meeting with City Managers to discuss current and future issues facing local governments in Wyoming
- Photo op with the City's new Dog Park at Key Club Park (SP-CED)
- Did multiple Facebook live videos to answer community questions about the City's water status (SP-CTE)
- Continually working with department heads and City Council on various issues to keep the City moving in the right direction
- Completed 6-month educational campaign on parking regulations (SP-CTE)
- 27 items published to website "News Flash" and Facebook (sign up for text or email notifications at www.rawlinswy.gov/notifyme) (SP-CTE)
- Made 42,400 impressions throughout 8 Facebook pages (SP-CTE)
- Began publishing weekly updates on our water system (SP-CTE)



Upcoming Projects

- Analyzing ways to save the City money in the general fund
- Live radio interviews to talk with the community about city happenings (SP-CTE)
- Attending ICMA conference to learn about the latest trends in local government (SP-E)
- Employee check-ins with all department heads (SP-E)
- One-on-one meetings with Department Heads and City Council members
- Revamping the City's special events application
- Working with the Mayor and City Council to invite boards and commissions to present information at Council meetings
- Complete educational campaign on the General-Purpose 5th Penny Tax (SP-I, SP-E, SP-CTE)

Admin Services: City Engineer



Last Month's Accomplishments

- The remaining spring line connections at the Sage Creek Basin Springs – Phase I project have been completed (SP-I)
- Y2 Consultants performed jar testing for Ferric Sulfate for the Pretreatment Plant Startup Project (SP-I)

Upcoming Projects

- Installation of cathodic protection of the Spring Transmission Line (SP-I)
- Write and release the Request for Proposal for the USDA loan program (SP-I)

Admin Services: Economic Development



Majority of projects are currently on hold pending hiring an Economic Development director.

Admin Services: Human Resources



Last Month's Accomplishments

- Completed hiring and HR orientation for 1 Police Officer
- Conducted interviews for Parks Seasonal, Victim's Specialist and Utilities
- Hosted job fair in conjunction with Department of Workforce Services. Next job fair will be on September 12th from 10:00 am – 2:00 pm. (SP-C, SP-ED)
- Mary Glenn, Cats Bus Driver, received her retirement plaque for 22 ½ years of service with the City (SP-E)
- Worked with DDA/Main Street and City Manager to prioritize and coordinate Economic Development critical needs (SP-ED)
- Continued revising Employee Policy handbook (SP-E)
- Working with Robert Salinas, Worker's Compensation Safety Specialist, to coordinate free safety training opportunities for City departments. Public Works Director met with Mr. Salinas and toured the facilities. He gave us some ideas on how to continue to improve workplace safety throughout our facilities. Overall, he stated that the City has vastly improved from his last visit and looks forward to working with us.



Upcoming Projects

- HR Specialist begins September 6th. We are excited to have her join our team!
- Continue to work on revision of Employee Policy Handbook (SP-E)
- Continue Police Civil Service Rules Revisions (SP-E)
- Working on establishing a CDL training program that meets the needs of our employees as well as getting accredited by the State (SP-E)
- Currently receiving nominations for Employee of the 3rd Quarter (SP-E)

Community Development: Administration & Facilities/Shop



Last Month's Accomplishments

- Submitted proposed changes to legal for Title 19
- Held Board of Adjustments and the Planning and Zoning meetings
- Building crew repairing the outside of city properties before winter arrives (SP-I)
- Departments have been helping each other at the recycle center in preparation of the new building (SP-I)

Upcoming Projects

- Erection of the new recycle building (SP-I)
- New furnaces at the Train Depot
- Working with the Westend project team in anticipation of the final permit paperwork (SP-CED)
- Working with Batis Development on Starbucks' final plan. Starbucks submitted the Civil Plans and a new lay-out of the building, including a drive through. Construction slated to begin October 2022 with a completion of March 2023. (SP-CED)
- Repaired decommissioned truck and mounted new hydro-excavator for maintenance of air-vac vaults and spring boxes (SP-I)

Community Development: Landfill & Recycling



Last Month's Accomplishments

- Recycling continues to process material brought in daily by our citizens (SP-CED)
- Received our recycling building package. Streets crew prepped land for the new recycle building (SP-B)
- Re-configured bins to accommodate the cardboard intake at a local restaurant

Upcoming Projects

- Recycle and Landfill crew gearing up to construct new Recycle building
- New natural gas line to be installed to support the new recycle building
- Researching a new pro-bailer for cardboard bailing

DDA/Main Street



Last Month's Accomplishments

- Held a Downtown Merchant meeting for Fall and Winter Events – ArtBeat, Trick-or-Treat, Small Business Saturday, Shop Downtown Win Big and Downtown Gift card (SP-CED)
- Evaluated the WHY Rawlins identity campaign and the decision was to put the campaign on hold to see if the Economic Development Director is hired (SP-CED)
- Assisted with Latino Heritage Celebration (SP-CED)
- Wrote a WinterFest Grant (SP-CED)
- Assisted with Fly-Day (SP-CED)
- Marketed the Downtown - Facebook, print ads, radio and website (SP-CED)
- Assisted City Manager with Economic Development Projects – ED Plan etc. (SP-CED)
- Assisted Grant Writer with ARPA/SLIB Water Grant (SP-CED)
- Met with Potential Housing Contractor for workforce housing in Rawlins (SP-CED)
- Met with 4 new businesses in the downtown (SP-CED)
- Meeting with all 4 Main Street Committee Volunteers
- On-boarded 3 new Board Members

- Introduced the new annual fundraiser for Downtown - “Sweet Soiree” - Feb 11th.
- ***Business Innovation Hub***
 - *Participated in a Job Fair at the Depot*
 - *Held a Start Your Own Business Class with SBDC*
 - *Consulted with 4 entrepreneurs on potential new businesses in Rawlins*
 - *Met with Wyoming After School Alliance for a Youth Entrepreneur Program*



Upcoming Projects

- Start-Up Business Challenge will open for applications (SP-CED)
- Continue fundraising for Skyline Light Project (SP-CED)
- Complete the transfer of the Ferguson Building (SP-CED)
- Work with High School Clubs for Homecoming (SP-CED)
- Final expenditures and scope for Splash Pad to officially turn over to the City’s Park and Rec Department and have check presentation of monies to City Council (SP-CED)
- Continue working on development options for the Ferguson building (SP-CED)
- Complete final punch list on Façade Project (SP-CED)
- Accept artwork for Community Banner Program and prep for submission (SP-B)
- Introduce the new Downtown Engagement Program (SP-CED)
- Continue the Fall and Winter Event planning – ArtBeat, Trick-or-Treat, Small Business Saturday, Shop Downtown, Win Big, and Downtown Gift cards (SP-CED)

Finance



Last Month's Accomplishments

- As we enter the new fiscal year the Finance Department has established financial reporting and transparency as a high priority. In August 2022, the Finance Department issued a Financial Performance Report for the City of Rawlins for the Month of July 2022. This report depicts City revenues and expenditures and comparisons to the annual budget. There are highlights at the end of this document. You can find the full report at www.rawlinswy.gov/financials, printed at City Hall, or request a mailed copy by calling 307-328-4500 ext. 1022.
- The Finance Department also issued departmental reports that illustrate each department's revenues and expenditures and compliance with the budget. It is the expectation that the Finance Department will prepare these reports each month.
- Due to COVID-19 implications the City of Rawlins is one year behind on its annual financial statement audits. Progress continues to be made toward the completion of the Fiscal Year 2021 financial statement audit. The auditors estimate that fieldwork will be complete by mid-September and that the final report will be issued in October. Most of the reconciliations are complete for the Fiscal Year 2023 audit.



Upcoming Projects

- One area that the Finance Office seeks improvements is in the areas of policy and procedures. As part of these improvements the Finance Office will begin creating a new purchasing manual that will standardize sound purchasing practices and improve internal controls.
- The Finance Office will continue to work toward completion of the annual audit for Fiscal Years 2021 and 2022.

Finance: Grants



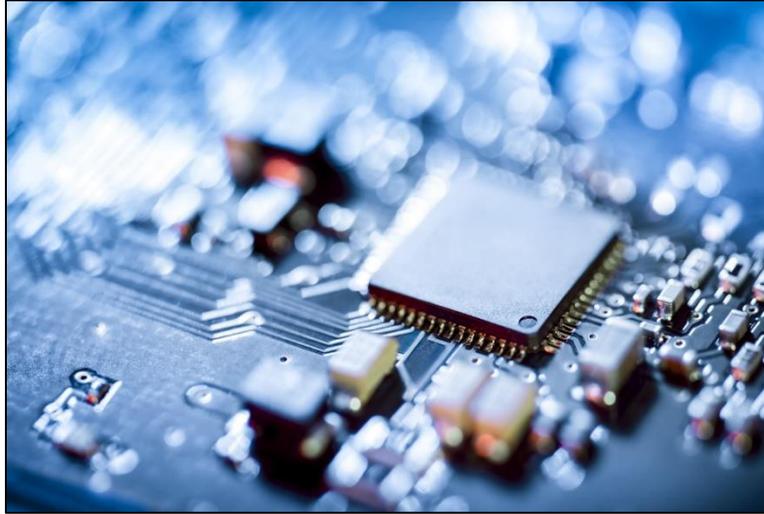
Last Month's Accomplishments

- Submitted ARPA II SLIB grant for 7.5 million dollars for water service delivery systems transmission line, air release, and blow-off valves (SP-I)
- Worked on Energy Retrofit grant to upgrade lighting at Police Department, Public Works, and City Hall to LED and motion sensor lighting to save energy (SP-I)
- Worked on Drinking Water Loan for City of Rawlins water infrastructure delivery system (SP-I)
- Worked on State Level Brownfield Grant dilapidated buildings assessment (SP-B, SP-CED)
- Met with FEMA Grantors regarding Floodplain Grants (SP-I)
- Assisted with Park and Recreation 3D archery range grant which was submitted 8/30/22 (SP-CED)

Upcoming Projects

- Research and writing Community Development Block Grant SCADA system for water treatment (SP-I)
- Research and writing for Community Development Block Grant for water service delivery system transmission line. (SP-I)
- Writing and submission of Drinking Water Loan from State Land Investment Board (SP-I)

Finance: Information Technology



Last Month's Accomplishments

- Upgraded faxing software with new faxing numbers
- Began first phase of Rec Pro implementation for Recreation Center
- Fully deployed SilverSky for staff usage
- New auto-dialer installed for Water Treatment plant
- Installed new back-up battery for Water Treatment plant
- Received upgraded Canon printers for City Hall and Public Works

Upcoming Projects

- Have proper outlets implemented at Pre-Treatment Plant for new back-up battery
- Upgrade Police Department servers to latest software
- Install hardware for Recreation Center skate rentals
- Installation of upgraded Canon printers for Police Department and Recreation Center
- Implementing phone number for origination of calls from AlertSense
- Working with Finance Director on accounting software upgrades

Fire Department



Last Month's Accomplishments

- Received donation of \$1,447 from the Spring Bazaar committee, of which the RFD is a part, to pass on to local charities (SP-CTE)
- 1 – Fire Investigator written certification completed (SP-E)
- Battalion Chief Robinson and Safety Officer Hatcher represented RFD at the Wyoming State Hall of Fame Induction and the Fallen Firefighter Memorial in Riverton.
- Senior Engineer Miller completed Fire Pump Certification School. This course allows him to repair fire pumps, eliminating the need for contract mechanics. (SP-E)
- 701 - Emergency Responses Year-to-Date (YTD)
- 3,071 - training hours (YTD)
- 1,204 – fire (261) and building (943) inspections (YTD)
- 8 - stop work orders were placed by our building official for performing work without a building permit.
- Provided Ladder Truck for Latino Heritage Celebration pinatas



Upcoming Projects

- Technical Rescue Course 29 Aug – 2 Sep in Casper. Two Rawlins firefighters are attending (SP-E)
- Fire Prevention Week coming October 9-15 (SP-CTE)
- Fire Captain's testing September 23rd (SP-E)

- Course was prepped for the Club Championship on the weekend of August 13 (SP-B)
- Irrigation repairs and adjustment of sprinkler heads (SP-I, SP-B)
- Fairway aerification and fertilizer application is complete (SP-B)
- Club Championship Tournament was held (SP-CED)
- Hosted Memorial Hospital Tournament on August 27 (SP-CED)
- Irrigation repairs and adjustments made (SP-I)



Upcoming Projects

Recreation:

- Roller skating at the Recreation Center begins Friday, October 14, 2022, with a free skate weekend. Sunday, October 16 will also be a free skate day. Friday: 7:00 pm – 8:45 pm and Sunday: 3:00 pm – 4:45 pm (SP-CED)
- Adult Trip: Wyoming Football! Gameday Shuttle. This trip will be held on Saturday, September 10, 2022. Depart Rec Center at 10:30 am for 2:00 pm game time. (SP-CED)
- Adult Trip: Dinner and a Show: The Scarlet Pimpernel. This trip will be held Sunday, September 25, 2022. (SP-CED)
- Youth Football programs start in early to mid-September. Football camps, flag football and tackle football bring football opportunities for boys and girls age 4 through 6th grade! (SP-CED)
- Pickup basketball continues at the Recreation Center on Wednesdays (7pm – 9pm) and Sundays 1pm – 3pm). (SP-CED)
- Drop-in Pickleball continues Wednesday mornings from 10am – 12 noon at the Recreation Center! (SP-CED)
- Fitness classes start up again on September 6 (SP-CED)
- Outdoor Shooting Range will host a free sight-in day on September 17 from 9:00 am to sunset. (SP-CED)

Shooting Ranges:

- Prepare for carpet install in Indoor Shooting Range (SP-I)
- New release system for the skeet range will be installed (SP-I)

Golf:

- All greens and tee boxes will be aerated (SP-CED)
- Cart path repairs will be made (SP-CED)

Parks and Recreation: Parks



Last Month's Accomplishments

- Dog Park fencing was installed at Key Club Park. Park Benches, picnic tables, trash bins and dog waste bag stations were also installed. The new Dog Park opened to the public on Saturday, August 27! (SP-I, SP-B, SP-CED)
- Applied for grant from CCSD#1 Recreation Board for the purchase and install of a shade structure for the dog park at Key Club Park (SP-B, SP-I)
- Staff worked towards installing a water line for a new hydration station drinking fountain to be installed at the new Dog Park (SP-B, SP-I)
- Staff installed a handicap accessible picnic table at Rob Roy Park as well as changing out wood at an existing picnic table at Rob Roy Park. (SP-I)
- Completed comprehensive file system for Safety Data Sheets (SDS) City-Wide (SP-E, SP-I)
- Staff installed and removed downtown banners to promote the Latino celebration. (SP-CED)
- Finished green belt island below Cappy's Restaurant (SP-I) (CP-B)
- Replaced a damaged irrigation controller at Tully Park (CP-I)
- Swept cemetery streets (SP-B)
- Made a repair on an irrigation line at the cemetery (SP-I)
- Trimming of trees at Washington park (SP-B, SP-I)
- Staff planted 5 trees downtown as a part of the Wyoming State Forestry Tree Planting Grant. (SP-I, SP-B)
- Staff planted 15 new fruit bearing trees at the cemetery urban orchard with the help of 13 kids from Building Blocks Learning Center. They were great help, and it was great to see youth so excited about planting trees in our community! (SP-B, SP-I, SP-CED)
- planted 3 trees on the west end greenbelts for tree planting grant (SP-B, SP-I)

- Staff attended the Trees, People, and Towns Conference in Sioux Falls. Conference costs were covered 100% including conference fees, lodging, food, and travel costs by a scholarship through Wyoming State Forestry (SP-E)
- Met with little league representatives at VFW Ball Fields to inspect fields and develop short- and long-term goals for much needed repairs and renovations necessary for the fields (SP-B, SP-I)
- Met with General's baseball team representatives to develop a plan for maintenance and improvements of the baseball fields at the Sports Complex (SP-B, SP-I)
- With a big help from our Utilities Department, we were able to remove a stump downtown in front of the Rifleman and plant a new Hot Wings Maple tree (SP-B, SP-I)
- Staff continues efforts on the west end, cleaning out and preparing islands for installation of features. Some islands will be finished with weed mat and rubber mulch. (SP-B, SP-I)
- Staff is installing the root watering systems on west end greenbelt trees as a more efficient and effective means of water delivery to the root systems of our trees. This will help them thrive in our harsh winter environment (SP-B, SP-I)



Upcoming Projects

- Skatepark is scheduled to be installed 2nd week in September. If all goes well, the new skatepark at Key Club Park should be open by the end of the month. (SP-I, SP-CED)
- Roof for Concessions and Eagles Nest building will be replaced at VFW ball fields. (SP-I)
- Repairs to concrete and asphalt will be made to the VFW ball fields. (SP-I)
- VFW ball fields volunteer workdays scheduled for Friday, September 16 and Saturday, September 17 (SP-I, SP-B)
- Sports Complex volunteer workdays scheduled for Friday, September 23 and Saturday, September 24 (SP-I, SP-B)
- Staff will install hydration stations (drinking fountains) at new Dog Park at Key Club Park (SP-I)
- Staff will continue making improvements to the Dog Park at Key Club Park based on information and suggestions provided by park users (SP-I)
- Staff will continue working on west end greenbelts through the end of the month (SP-I, SP-B)
- Staff has contracted to trim trees throughout the park system (SP-I, SP-B)

Police Department: Administration, Patrol, Investigations, and Victims' Advocates



Last Month's Accomplishments

Staffing, Training & Community Engagement:

- One officer continuing with field training (SP-E)
- RPD sponsored National Night Out at Bolton Park. WHP, Sheriff's, Hanna Marshal, Wyo Park Ranger, Sinclair, Rawlins Fire, CCMH Ambulance, Classic Air, Saratoga Police, Medicine Bow Marshal, and numerous other entities attended.
- Assisted with Rawlins Fair Week (SP-CTE)
- Staffed Music in the Park and Latino Festival events (SP-CTE)
- Lt. Hooper, Lt. Frakes, and Sgt. Craig conducted crisis response training for CCHEC (SP-CTE)
- SRO Sgt. Robertson provided security at RHS football game and taught driver Ed (SP-CTE)
- Lt. Frakes taught at WYDOC Academy (SP-E)
- Attended monthly meeting for St. Christophers Highway of carbon County (SP-CTE) Learn more at <https://bigfoot99.com/bigfoot99-news/new-st-christophers-organization-helping-travelers-in-need/>
- Staff attended pipeline safety meeting (SP-I)
- RPD collaborated with the City PIO to increase communication and education efforts with the community regarding parking offenses. Officers increased activities involving speaking with vehicle owners and issuing warning notices (SP-B, SP-CTE)

Victims' Advocates:

- Applicant for open position in background phase (SP-E)

Patrol Statistics

| Year to Date 2022 | | <i>As of: 8/30/2022</i> | |
|--------------------------|--------------------------|-----------------------------|--------|
| Total | | 4,936 | |
| 1 | TRAFFIC VIOLATION | 1,228 | 24.45% |
| 2 | ANIMAL CALL | 439 | 8.74% |
| 3 | ASSIST OTHER AGENCY | 268 | 5.34% |
| 4 | PARKING COMPLAINT | 181 | 3.60% |
| 5 | CHECK THE WELFARE | 167 | 3.33% |
| 6 | AREA OF CONCERN | 113 | 2.25% |
| 7 | SUSPICIOUS PERSON | 112 | 2.23% |
| 8 | CIVIL MATTER | 110 | 2.19% |
| 9 | AMBULANCE CALL | 109 | 2.17% |
| 10 | ACCIDENT PROPERTY DAMAGE | 104 | 2.07% |

| Last Year to Date 2021 | | <i>As of: 8/30/2022</i> | |
|-------------------------------|--------------------------|-----------------------------|--------|
| Total | | 4,702 | |
| 1 | TRAFFIC VIOLATION | 971 | 20.04% |
| 2 | ANIMAL CALL | 444 | 9.16% |
| 3 | ASSIST OTHER AGENCY | 238 | 4.91% |
| 4 | AREA OF CONCERN | 214 | 4.42% |
| 5 | OUT WITH VEHICLE | 204 | 4.21% |
| 6 | MISCELLANEOUS COMPLAINT | 170 | 3.51% |
| 7 | CHECK THE WELFARE | 122 | 2.52% |
| 8 | PARKING COMPLAINT | 110 | 2.27% |
| 9 | ACCIDENT PROPERTY DAMAGE | 92 | 1.90% |
| 10 | MOTORIST ASSIST | 88 | 1.82% |



Upcoming Projects

- Two officers attend the Wyoming Law Enforcement Academy (SP-E)
- Began internal review of new police policy suggested by Daigle Law Group (SP-CTE)
- Beginning transition to new handguns purchased in capital budget (SP-E)
- Continuing work on Police Commission Rules (SP-CTE)
- Continuing recruitment and hiring efforts (SP-E)

Police Department: 911 Center



Last Month's Accomplishments

- Dispatcher applicant in background phase (SP-E)
- Three dispatchers attended mental health for first responders training in Casper (SP-E)
- Continue with monthly training on-line thru Police Legal Sciences (SP-E)
- Organized and attended National Night Out (SP-CTE)
- Dispatcher attended Latino Festival and worked booth handing out glow sticks (SP-CTE)

| | August | July |
|--|---------------|-------------|
| 911 Calls Received | 518 | 513 |
| Dispatched Calls for Service | 692 | 668 |
| Case Follow-ups | 62 | 56 |
| All other (Bar checks, Property Watches, Business Checks, Stationary radar, PR and Paper Service) | 236 | 361 |
| Dispatched Fire Related Calls | 40 | 29 |
| Dispatched Ambulance Calls | 70 | 57 |
| Animal Related Calls: | ACO | 52 |
| | Response | |
| | Officer | 43 |
| | Response | |

Upcoming Projects

- Continuing to collaborate with the two other dispatch centers to cross train dispatchers (SP-E)
- Continuing to collaborate with the C4 concerning emergency communications during critical events (SP-I)

Police Department: Animal Control



| Statistics for animals in shelter | |
|--|----|
| Dogs | |
| Safekeeping | 5 |
| Stray | 9 |
| Unwanted | 1 |
| Adopted | 3 |
| Euthanized | 0 |
| Rescued | 0 |
| Return To Owner | 15 |
| Currently in Shelter or Foster | 12 |
| Cats | |
| Stray | 2 |
| Adopted | 6 |
| Rescued | 4 |
| Currently in Shelter or Foster | 19 |



Upcoming Projects

- ACO truck ordered last fall has entered production (SP-E)
- A RHS senior applied for and will begin a job shadow program with the ACOs (SP-CTE)
- Free adoption event for three dogs who have been in the shelter for more than six months (SP-CTE)

Police Department: Code Enforcement



Last Month's Accomplishments

- Continued educational efforts and social media posts (SP-B, SP-CTE)
- Continued C4-EOC training/volunteering (SP-I)
- Assisting with organization of next I-80 Clean Up Day (Weds Sept. 14) (SP-B)
- Participation in Dilapidated/Dangerous Buildings Committee (SP-B)
- Participated in City Council Work Session for Code Enforcement Education (SP-B, SP-CED)

Actual New MONTH Incidents = 17 (SP-B)

| | |
|---|----|
| Liquor License Compliance Check | 0 |
| Property – Multiple Issues *Includes dangerous conditions, grass/weeds, derelict/abandoned, garbage/refuse/junk | 10 |
| Abandoned and Derelict Vehicles | 2 |
| Garbage/Refuse | 5 |
| Weeds, Grass, Growth | 6 |
| Dangerous Building (Residential, Commercial) (Assist) | 3 |

- 8 Cases Closed
- 3 Follow-Ups on Previous Cases

Incident Originations:

- 9 Self-Initiated
- 8 Complaints (phone, email, city online, etc.)



Upcoming Projects

- Preparing to serve an administrative search and seizure warrant on nuisance property with Community Development (SP-B)
- Continuing to coordinate and work with Dangerous Building Task Force (SP-B)

Public Works: Streets



Last Month's Accomplishments

- Prepped and filled ten street cuts (SP-I)
- Repaired potholes on five blocks (SP-I)
- Finished painting of all school crosswalks
- Traffic control for all August events, including Music in the Park and the Latino Heritage Celebration (SP-CTE)
- Continued street sweeping (SP-B)
- Continued efforts to clean grass and weeds growing in sidewalks (SP-B)
- Prepping and repairing Colorado Street, which is 25' wide by 300' (city block) long

Upcoming Projects

- Finalize Colorado Street repairs
- Continued street cut repairs (SP-I)
- Continued sweeping (SP-B)
- Continued grass and weed control on city sidewalks (SP-B)
- Continue preparing graders and sanders for winter

Public Works: Utilities



Last Month's Accomplishments

- Provided standard services locates, sewer calls, and meter calls
- Continued cleaning of both pedestrian underpasses (SP-B)
- Repaired three water leaks at the Glenn Edition
- Replacement of fire hydrant at Airport and Mahoney Roads (SP-I)
- Replacement of broken curb stops throughout town (SP-I)
- Continued focused enforcement of turf irrigation restrictions
- Continued summer sewer maintenance as per our 5-year plan (SP-I)
- Repair of 8" high pressure water main break on Colorado Street

Upcoming Projects

- Continue summer sewer maintenance as per our 5-year plan (SP-I)
- Continue to provide standard services
- Begin Air/Vac vault maintenance on the 32-mile transmission line (SP-I)

Public Works: Water/Wastewater Treatment



Last Month's Accomplishments

- Continued maintenance and cleaning of both the water and wastewater treatment plants (SP-I)
- Diligent monitoring of the springs water as water from new connections is flowing in
- Working with Y2 Engineering to bring the pre-treatment plant back online (SP-I)
- Assisted with the finalization of springs hook-ups to new pipe (SP-I)
- EPA walk-through at Water Treatment Plant, water treatment employees did an excellent job of explaining our processes



Upcoming Projects

- Continued focus to bring the pre-treatment plant back online (SP-I)
- Replacement of broken air-vacs on transmission line throughout the fall (SP-I)
- Routine maintenance at both Water and Wastewater Treatment Plants (SP-I)

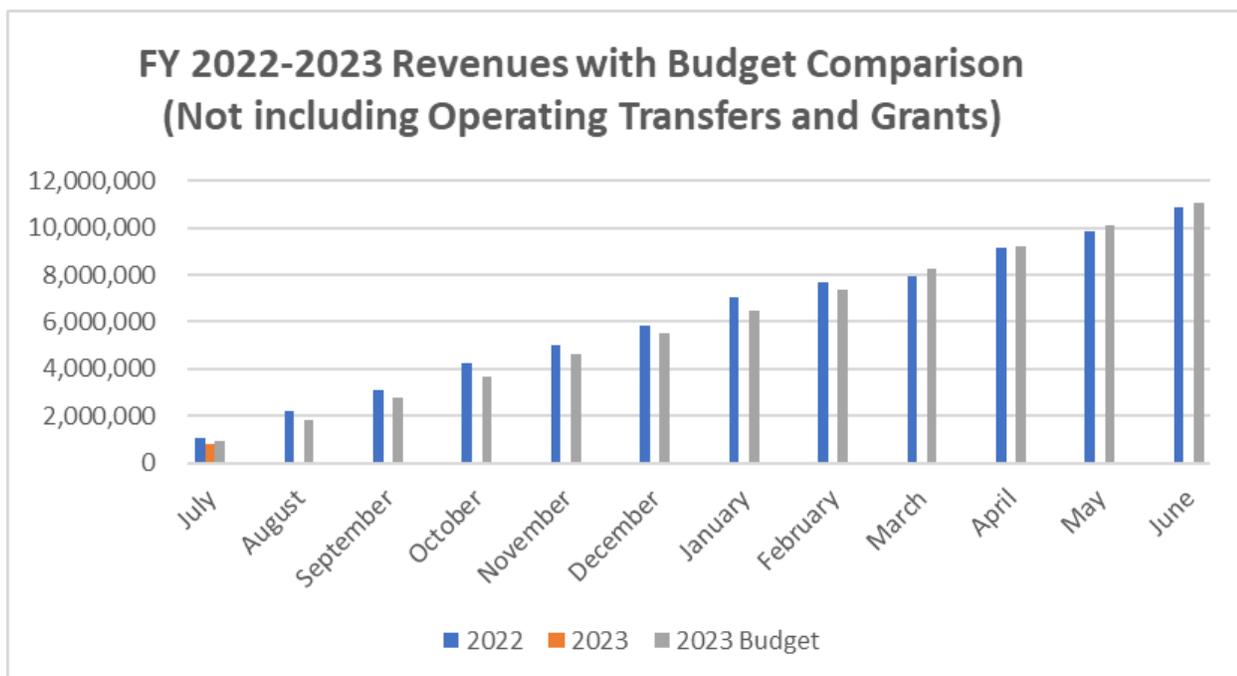
Monthly Financial Report

The City of Rawlins is now publishing a monthly financial report. Highlights are included below. You can find the full report at www.rawlinswy.gov/financials, printed at City Hall, or request a mailed copy by calling 307-328-4500 ext. 1022.

2023 Year-To-Date City Funds At-A Glance

| | Revenue | Expenditure | Net Revenue Over/(Under) Expenditure |
|--------------------------------------|--------------------|--------------------|--------------------------------------|
| Governmental Fund Types | | | |
| General Fund | \$1,643,635 | \$973,675 | \$669,960 |
| Impact Assistance | 0 | 10,596 | (10,596) |
| Capital Facilities Tax | 0 | 0 | 0 |
| Total Governmental Fund Types | 1,643,635 | 984,271 | 659,365 |
| Proprietary Fund Types | | | |
| Enterprise | | | |
| Water Fund | 199,561 | 285,768 | (86,206) |
| Sewer Fund | 91,157 | 91,744 | (586) |
| Landfill Fund | 144,385 | 138,118 | 6,267 |
| Recycling Fund | 13,595 | 19,972 | (6,377) |
| Internal Service | | | |
| Employee Insurance | 178,268 | 10,891 | 167,377 |
| Total Proprietary Fund Types | 626,966 | 546,492 | 80,475 |
| All Fund Types | \$2,270,601 | \$1,530,762 | \$739,839 |

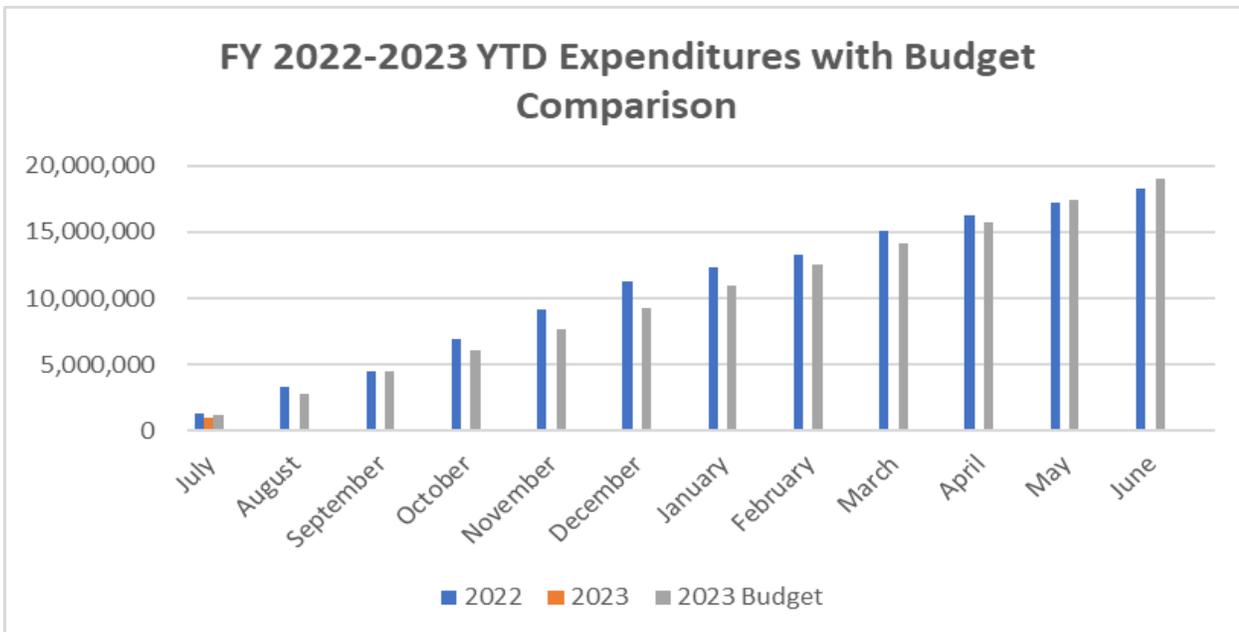
General Fund Revenues



FY2023 YTD Change in GF Revenue as Compared to Prior Year

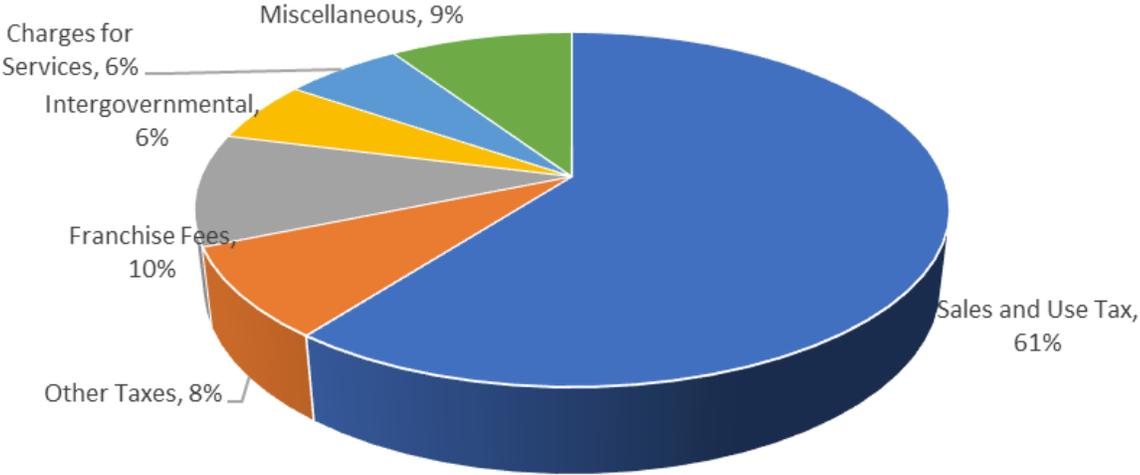
| | July 2021 | July 2022 | Variance | |
|------------------------|--------------------|------------------|--------------------|----------------|
| Taxes and Assessments | \$846,439 | \$621,325 | (\$225,114) | -26.60% |
| Franchise Fees | 27,468 | 92,425 | 64,957 | 236.48% |
| Intergovernmental | 34,129 | 50,558 | 16,429 | 48.14% |
| Charges for Services | 58,413 | 54,882 | (3,531) | -6.05% |
| Lottery For Cities | 18,137 | 0 | (18,137) | -100.00% |
| Investment Interest | 4,259 | 0 | (4,259) | -100.00% |
| Miscellaneous | 64,716 | 8,459 | (56,257) | -86.93% |
| Subtotal | \$1,053,561 | \$827,649 | (\$225,912) | -21.44% |
| ARPA Grant | 0 | 739,793 | 739,793 | 0.00% |
| Operating Transfers In | 0 | 76,194 | 76,194 | 0.00% |
| Total Revenues | 1,053,561 | 1,643,635 | 590,075 | 56.01% |

General Fund Expenditures

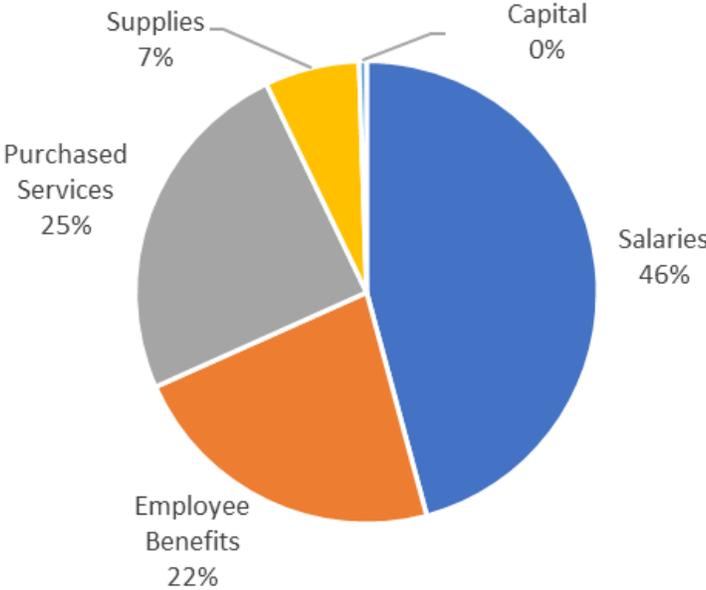


| Expenditures | Adopted Budget | July 2022 | YTD | Above/(Below) Budget | 2022 |
|---------------------------------|-----------------------|------------------|------------------|-----------------------------|--------------|
| City Council | \$98,335 | \$17,609 | \$17,609 | (\$80,726) | 17.91% |
| City Manager | 423,976 | 32,253 | 32,253 | (391,723) | 7.61% |
| City Attorney | 380,609 | 18,225 | 18,225 | (362,384) | 4.79% |
| Municipal Judge | 227,448 | 13,695 | 13,695 | (213,753) | 6.02% |
| Information Technology | 636,770 | 35,083 | 35,083 | (601,687) | 5.51% |
| Human Resources | 263,694 | 8,980 | 8,980 | (254,714) | 3.41% |
| CATS Bus | 67,824 | 3,931 | 3,931 | (63,893) | 5.80% |
| Finance Department | 466,200 | 32,252 | 32,252 | (433,948) | 6.92% |
| Non Departmental | 364,300 | 52,692 | 52,692 | (311,608) | 14.46% |
| Public Works Administration | 250,961 | 14,110 | 14,110 | (236,851) | 5.62% |
| Central Shops | 253,762 | 12,998 | 12,998 | (240,764) | 5.12% |
| Streets Division | 949,867 | 42,041 | 42,041 | (907,826) | 4.43% |
| Building Maintenance Facilities | 673,185 | 69,353 | 69,353 | (603,832) | 10.30% |
| Community Development | 127,852 | 7,051 | 7,051 | (120,801) | 5.51% |
| Economic Development | 134,212 | 9,791 | 9,791 | (124,421) | 7.30% |
| Grant Writer | 107,700 | 6,554 | 6,554 | (101,146) | 6.09% |
| Building Code Enforcement | 96,219 | 5,989 | 5,989 | (90,230) | 6.22% |
| Police Administration | 2,896,961 | 182,121 | 182,121 | (2,714,840) | 6.29% |
| Animal Control | 259,024 | 10,014 | 10,014 | (249,010) | 3.87% |
| 911 Center | 714,751 | 35,255 | 35,255 | (679,496) | 4.93% |
| Fire Department | 1,489,701 | 84,811 | 84,811 | (1,404,890) | 5.69% |
| Code Enforcement | 124,848 | 5,199 | 5,199 | (119,649) | 4.16% |
| Ancillary | 105,000 | 3,750 | 3,750 | (101,250) | 3.57% |
| Nonprofit Agencies | 121,100 | 0 | 0 | (121,100) | 0.00% |
| Downtown Development | 172,917 | 13,295 | 13,295 | (159,622) | 7.69% |
| Wyoming Community Gas | 0 | 0 | 0 | 0 | 0.00% |
| Dangerous Buildings | 400,000 | 0 | 0 | (400,000) | 0.00% |
| Housing Expenses | 75,000 | 49,239 | 49,239 | (25,761) | 65.65% |
| Golf Course | 565,237 | 38,037 | 38,037 | (527,200) | 6.73% |
| Club House | 242,456 | 98,446 | 98,446 | (144,010) | 40.60% |
| Recreation Center | 954,318 | 9,379 | 9,379 | (944,939) | 0.98% |
| Shooting Range | 129,752 | 61,524 | 61,524 | (68,228) | 47.42% |
| Green Spaces | 645,190 | 0 | 0 | (645,190) | 0.00% |
| Total Expenditures | \$14,419,169 | \$973,675 | \$973,675 | (\$13,445,494) | 6.75% |

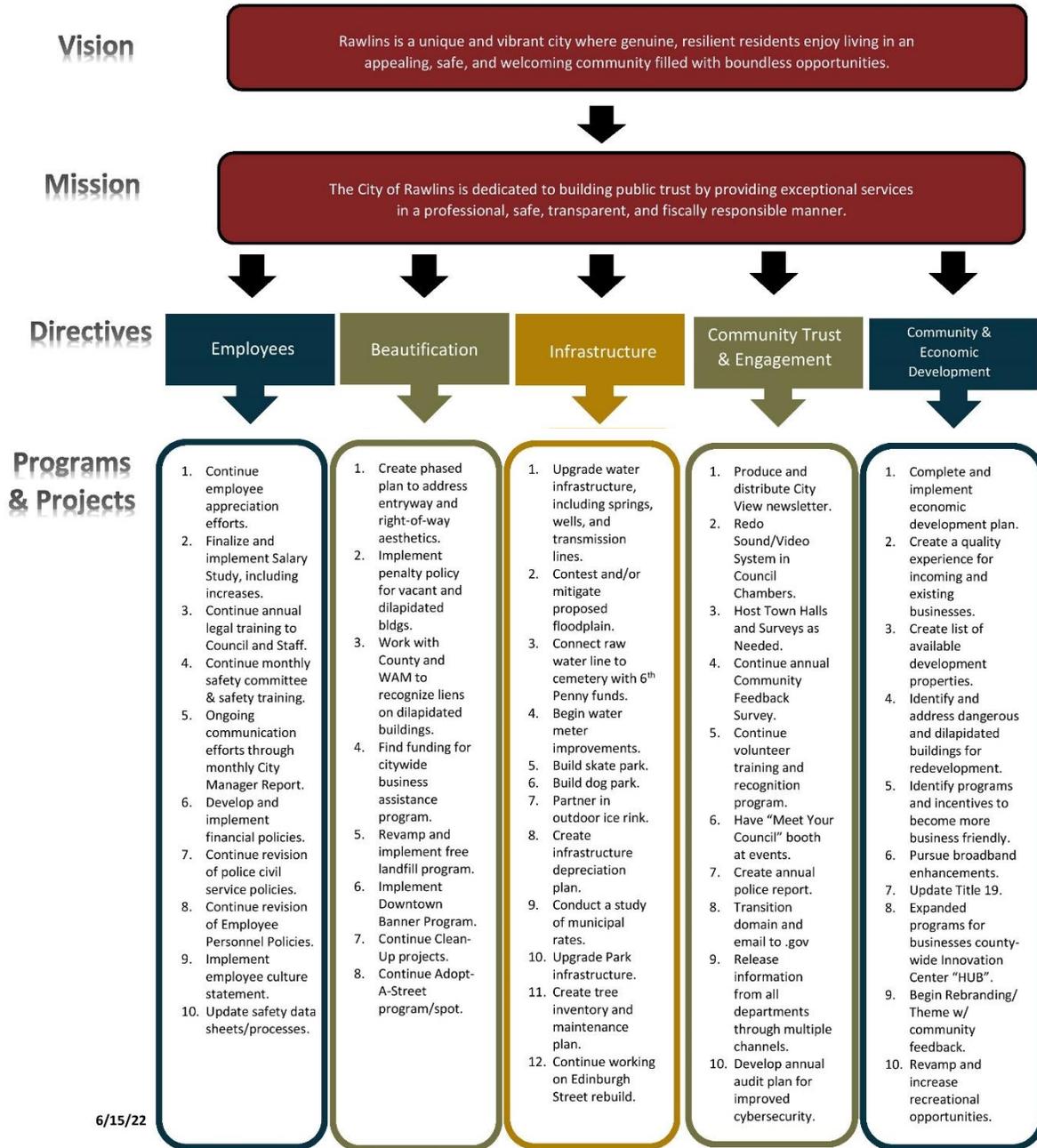
2022 YTD General Fund Revenues (Excluding Grants and Transfers)



2022 YTD General Fund Expenditures



Community Strategic Plan



6/15/22