



City Staff I-80 September Clean-Up

Behind the Scenes: October 2022

A monthly report from the City Manager and Department Heads

521 W. Cedar Street
Phone (307) 328-4500

P.O. Box 953
FAX (307) 328-4555

Rawlins, WY 82301
www.rawlinswy.gov

Table of Contents

A Message From Our City Manager	3
City Council Updates.....	4
“Community Strategic Plan” Implementation Committees.....	5
City Attorney	7
Admin Services.....	8
Admin Services: Economic Development.....	9
Admin Services: Human Resources.....	10
Community Development: Administration & Facilities	11
Community Development: Landfill & Recycling	12
DDA/Main Street	13
Finance.....	15
Finance: Grants.....	16
Finance: Information Technology.....	17
Fire Department.....	18
Parks and Recreation: Recreation, Shooting Ranges, and Golf.....	19
Parks and Recreation: Parks	21
Police Department: Administration, Patrol, Investigations, and Victims’ Advocates.....	22
Police Department: 911 Center.....	24
Police Department: Animal Control	25
Police Department: Code Enforcement	26
Public Works: Engineer	27
Public Works: Streets.....	28
Public Works: Utilities	29
Public Works: Water/Wastewater Treatment	30
Community Strategic Plan	31

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 Our City Manager



October 2022

What is coming up?

The FY21 audit is getting closer to being completed. Once that occurs staff will engage with City Council in re-visiting our capital needs. For residents that are not aware, our capital expenditures are frozen until we complete the FY21 audit. There are a lot of needs, and it will be important to unfreeze some of the needed expenditures.

Please wish us the best of luck at our upcoming presentation to the State Land and Investment Board. We are asking for \$7.5 million. If we are successful, we will be able to do some serious work on our water infrastructure.

Also coming up is a review of the Strategic Plan with City Council. When we hold these quarterly meetings we review successes, discuss concerns, and adjust accordingly, to continue making progress on the Strategic Plan.

Each year we send out a community survey to see how we're doing as a city. We are excited to get your feedback. The survey takes about 10 minutes to complete and helps us understand what our residents are thinking.

Have a great October - Happy Halloween!

Shawn Metcalf
City Manager

City Council Updates



September Meeting Actions and Updates

- Multiple work sessions - Carl Brown & City Staff presented to City Council on proposed water rate increases. (SP-I)
- Increase water rates as proposed by Carl Brown and City Staff (**Motion Passes. Yeas:** Councilmembers Aaron Durst, Jacquelin Wells (Vice Mayor), Terry Weickum (Mayor), Darril Garner, Linda Smith. **Nays:** Council members DeBari Martinez and Chris Weisenburg.
- Community Proclamation recognizing the importance of the Continental Divide Trail. (SP-CTE)
- Carbon County Visitors' Council Report given. (SP-CTE)
- Community Builder Award given to Tina Day for her outstanding service and contributions to our community. (SP-CTE)
- Final reading, clarifying ordinance on License Plate Registration Display. (**Motion Passes Unanimously**). (SP-I)
- Economic Development Director position frozen until further notice. (SP-I)
- Cooperative agreement signed between the City and WYDOT to make improvements to the bridge over Union Pacific Railroad at 6th street (**Motion Passes Unanimously**). (SP-I)
- Special Event Application and Sign Off papers were changed to allow everyone but the driver of a vehicle to toss candy in parades as well as making the applicant notify businesses when there is a special event that will close roads (**Motion Passes Unanimously**). (SP-CTE)

- Ordinance change regarding rules for Council Member attendance of City Council meetings **(Motion Fails. Nays:** Council members Aaron Durst, Jacquelin Wells (Vice Mayor), Darril Garner, Linda Smith. **Yeas:** Council members Terry Weickum (Mayor), Chris Weisenburg, DeBari Martinez.
- Second reading of Ordinance change regarding responsibilities and consequences associated with nuisance/vicious animals. **(Motion Passes Unanimously).** (SP-CTE)
- Approve award for municipal solid waste services. **(Postponed until next Council meeting for further clarification).**



Upcoming Meetings

- Presentation of Community Builder Award. (SP-CTE)
- Proclamation – Fire Prevention Week. (SP-CTE)
- Proclamation – Domestic Violence Awareness Month. (SP-CTE)
- DDA/Main Street presentation. (SP-CTE)
- Approve Award of Municipal Solid Waste Quotes.
- Naming of new Skate Park. (SP-CTE)
- Lot Line adjustment near Pine and 10th.
- Impact Assistance Expenditure allocations. (SP-I)
- Sage Creek Basin Pipeline Replacement change order. (SP-I)
- CDBG Grants. \$1 million for SCADA, \$1 million for transmission line fixes and replacement. (SP-I)

Want to learn more about City Council? To see all agenda items and documents presented at meetings, please visit <http://rawlinswy.org/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 on 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 (<http://rawlinswy.org/178/City-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 September 2022 to Tink Day. (SP-CTE)
- Landfill and Finance Staff held 2nd month of Free Landfill Voucher Program. (SP-B)
- Held I-80 Clean-Up of four miles adopted from mile marker 211-215 by City Staff. (SP-B)
- Completed monthly site visits on all 9 dangerous buildings. (SP-B, SP-CED)
- Released home on 9th Street from dangerous building status since retaining wall was finalized.
- Administrative Search Warrants obtained and executed so City can obtain quotes for the abatement of dangerous situations or demolition of residential Dangerous Building on Pine Street. (SP-B)



Upcoming Projects

- Various departments finalize a presentation to Council regarding enforcement of building regulations and zoning.
- Meeting of the Staff and Council regarding Dangerous Building ordinances and projects. (SP-CED)
- City Staff present with state officials at Brownfield Training on Tuesday, October 25th.
- City Staff take state officials through four (Stand, Ferguson, Budget Inn, Pine Street Hotel) brownfield sites in preparation for EPA Phase 1 assessments funded through a state grant. (SP-B, SP-CED)

City Attorney



Last Month's Accomplishments

- 100 Misdemeanor Cases disposed.
- Two (2) Administrative Warrants for abatement served and executed. (SP-CED/SP-B)
- Ordinance 10.54.030 - License Registration Display amendment passed and adopted.
- Title 6 – Animals regarding vicious and nuisance animals through second reading. (SP-CTE)



Upcoming Projects

- Title 6 – Animals regarding vicious and nuisance animals passed and adopted. (SP-CTE)
- New ordinance regarding tattoo and body piercing. (SP-CED)
- New ordinance regarding liquor delivery services. (SP-CED)
- Continue ordinance updates.
- Continue prosecuting misdemeanors.

Admin Services



Last Month's Accomplishments

- Passed new water rates. (SP-I)
- Completed employee check-ins with all department heads. (SP-E)
- Completed one-on-one check-ins with City Council. (SP-CTE)
- Had an in-person interview on Big Foot 99 radio with Bill O'Riley to discuss what's going on, "Behind the Scenes" for each City department. (SP-CTE)
- Continually implementing Strategic Plan projects and addressing citizen concerns as they arise. (SP-CTE)
- Made 23,000 impressions throughout 8 Facebook pages. (SP-CTE)
- 10 items published to website "News Flash" and Facebook (sign up for text or email notifications at www.rawlinswy.gov/notifyme). (SP-CTE)



Upcoming Projects

- Presenting \$7 million grant to SLIB for water infrastructure needs. (CP-I)
- Presenting a quarterly Strategic Plan report to City Council. (SP-CTE)
- Finishing FY21 audit then re-visiting capital expenditure needs to Council. (SP-I, SP-CTE)

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 Custodian, 1 HR Specialist, 1 Facilities Maintenance Technician, 1 Communications Officer and Seasonal employees.
- Conducted interviews for Victim's Specialist, Seasonal, and Utilities.
- Introduction of City personnel, facilities, and processes to new HR Specialist.
- Participated in the Wyoming Workforce Center job fair on September 11, 2022. (SP-C, SP-ED)
- Worked with water rate committee to work on staffing needs and costs associated. (SP-I)
- Continued revising Employee Policy handbook. (SP-E)
- Participated in City-wide clean-up of I-80. (SP-B)
- Facilitated initial Active Aggressor Awareness training for leadership team. (SP-E)
- Provided documentation to Robert Salinas, Worker's Compensation Safety Specialist, to coordinate safety program and training opportunities for City departments. (SP-E)
- Assisted Interim City Clerk in Council meetings.



Upcoming Projects

- 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)
- Continuing revision of Employee Policy handbook. (SP-E)
- Currently receiving nominations for Employee of the 3rd Quarter. (SP-E)

Community Development: Administration & Facilities



Last Month's Accomplishments

Submitted proposed changes to legal for Title 19. (SP-CED)

- Held Board of Adjustments and the Planning and Zoning meetings.
- Zone change approved by the Planning & Zoning Commission. Property changed from R-MF to C-2 Commercial.
- Lot line adjustment on 10th & Pine. This project had gone to the Board of Adjustments and to Planning and Zoning Commission.
- Westend project has applied for a variance for the sign. (SP-CED)
- Permit process started with WYDOT for the Westend project. (SP-CED)
- Plans received from the developer for the Starbucks. (SP-CED)
- Plans received from the interior designer as well for Starbucks. (SP-CED)
- Sale of the property which the Starbucks will be located at closed on September 15, 2022. (SP-CED)
- Community Development administration busy with the cemetery and working continuously with Jacoby Funeral Home.

Upcoming Projects

- Erection of the new recycle building. (SP-I)
- Plans for both the Westend project and Starbucks signs have been submitted. (SP-CED)
- Working with the Westend project team in anticipation of the final permit paperwork this is an ongoing process. (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)
- Working on the new Cats bus bid documents for advertising. (SP-I)
- Possibility of the movement of dirt on the Westend project by November 1, 2022. (SP-CED)

Working on issuing licenses for the Starbucks contractors in anticipation of the start of construction. (SP-CED)

Community Development: Landfill & Recycling



Last Month's Accomplishments

- During an OSHA visit at the Landfill no violations were found.
- Crews working on the final stages of the C&D pile.



Upcoming Projects

- Working on the plug-in stations for equipment heater blocks.
- Working on securing the MSW siding on the building. (SP-I)
- Continue working on the C&D pile before winter arrives.

DDA/Main Street



Last Month's Accomplishments

- Prepped, planned, & partnered with Downtown businesses for ArtBeat. Met with Uplift Artist Guild for partnership. (SP-CED)
- Started planning Trick or Treat on Downtown Streets. (SP-CED)
- Corresponded with businesses, donors, volunteers and sponsors about Sweet Soiree – Feb 2023 fundraiser. (SP-CED)
- Refined with stakeholders the Annual Fundraising Campaign. (SP-CED)
- Attended the National Main Street Transformation Strategies Training. (SP-CED)
- Marketed the Downtown - Facebook, print ads, radio, kiosks and website. (SP-CED)
- Met with a State-wide Housing Contractor who has started building in Rawlins to talk about in-fill projects for workforce housing in Rawlins. (SP-CED)
- Worked with High School Clubs for Homecoming. (SP-CED)
- Attended the Wyoming Economic Development Fall Conference. (SP-CED)
- Met with 2 new businesses in the downtown. (SP-CED)
- Meeting with all 3 Main Street Committee Volunteers.
- Assisted Realtor on the Bank of the West Property.
- Worked on Economic Development Projects – ED Plan, East End project etc. (SP-CED)
- Assisted Grant Writer with various grants. (SP-CED)
- Multiple meetings with CCEDC on various projects. (SP-CED)
- Assisted with City's Brownfield Assessments. (SP-CED)
- Business Innovation Hub.
 - *Participated in a Job Fair at the Jeffrey Center.*
 - *Held a Start Your Own Business Class with SBDC.*
 - *Consulted with 5 entrepreneurs on potential new businesses in Rawlins.*
 - *Started conversation with other state stakeholders to hold a Lemonade Day in Rawlins to build the Youth Entrepreneur Program.*
 - *Launched the Carbon County Start-Up Challenge.*



Upcoming Projects

- Hold ArtBeat 2022 - Oct 7th from 4-8pm in Downtown. (SP-CED)
- Host Trick or Treat on Downtown Streets – Oct 31st from 3-5pm. (SP-CED)
- Continue fundraising for Skyline Light Project. (SP-CED)
- Complete the transfer of the Ferguson Building. (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)
- Working on development options for the Ferguson building. (SP-CED)
- Complete final punch list on Façade Project. (SP-CED)
- Community Banner Program and prep for submission. (SP-B)
- Work on CDT, Transcontinental Highway and Railroad program. (SP-CED)t
- Launch new Annual Fundraising Program. (SP-CED)
- Continue Winter Event planning – Small Business Saturday, Shop Downtown, Win Big, and Downtown Gift cards. (SP-CED)
- Assist with Carbon County Start-Up Challenge interviews and Boot-Camp. (SP-CED)
- Plan a Succession Planning Workshop with Wyoming Business Council for November 2022 at the Business Innovation Hub – 116 4th Street. (SP-CED)
- Participate & Speak at Regional 8 - Brownfield's Training in Rawlins sponsored by WY DEO, KSU Tab and CCEDC. (SP-CED)
- Advertise for Consultant for City of Rawlins Economic & Community Development Action Plan. (SP-CED)
- Continue to work with Developer for East end Project. (SP-CED)
- Continue to have discussions with the Wyoming Business Council for a new Statewide Developers Program. (SP-CED)

Finance



Last Month's Accomplishments

- Progress continues towards the completion of the Fiscal Year 2021 audit. According to the auditors the fieldwork is 95% complete and the City will receive a draft of the financial report by October 5th. As part of the Fiscal Year 2021 audit, the City will be subject to the Single Audit Requirements as a result of the federal monies (CARES Funds) received. Any governmental organization the expends in excess of \$750,000 is required by law to have a single audit preformed, which includes an audit of the federal awards. (SP-I)
- In September, the Finance Department issued a financial performance report for the Month of August 2022. This report can be found on the City's website.



Upcoming Projects

- The Finance Department continues work towards the completion of the Fiscal Year 2022 audit. The Fiscal Year 2022 audit is due to the State of Wyoming by December 15, 2022.

Finance: Grants



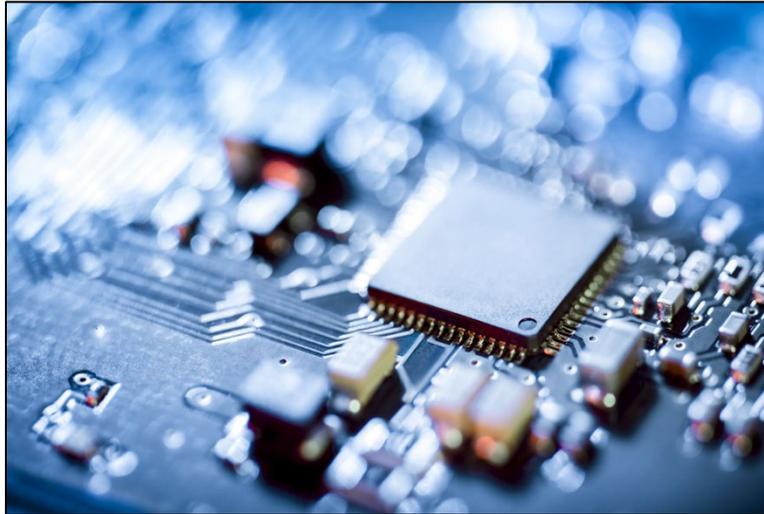
Last Month's Accomplishments

- Made revisions to the ARPA II SLIB grant for 7.5 million dollars for water service delivery systems transmission line, air release, and blow-off valves. (SP-I)
- Awarded 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)
- Currently writing two Community Block Development Grants through the Wyoming Community Development Authority. Both grants will help pay for repairs and replacement to our existing water infrastructure system-one grant for the transmission line and valves; the other grant for a Supervisory Control and Data Acquisition System. (SP-I)

Upcoming Projects

- Research and writing on local level Brownfield Assessment Grant for submission on ten new properties for Nov. 22 submission. (SP-B)

Finance: Information Technology



Last Month's Accomplishments

- New UPS installed at the Water Treatment Plant for protection of IT assets for the SCADA system. (SP-I)
- Hardware for Recreation Center skate rentals desk obtained and ready for installation. (SP-I)
- Upgraded Canon printers fully implemented for all departments.
- Emergency number for AlertSense set up for receiving calls from residents. (SP-I)
- Began process for upgrades for the IT assets of the HVAC system. (SP-I)
- Introduced new Windows rugged tablets for Fire department and Public Works for durability and more available features (SP-I).



Upcoming Projects

- Upgrades for the servers for the Police Department. (SP-I)
- Complete installation of hardware and software for the skate rentals at the Recreation Center. (SP-I)
- Develop project layout and trajectory chart for implementation of new accounting software for the city. (SP-I)
- Begin planning for revamp of SCADA system for both hardware and software. (SP-I)
- Develop workflow and policy for new employees and their user accounts. (SP-E)

Fire Department



Last Month's Accomplishments

- Engineer's Shebley and Miller received High Angle/Confined Space Rescue Certifications. (SP-E)
- Raised \$5,553.55 for Muscular Dystrophy - Fill The Boot. (SP-CTE)
- 792 - Emergency Responses YTD.
- 3,340 - Training Hours YTD.
- 1,352 - Fire/Building Inspections YTD.
- Annual Hose Testing complete – Approximately 10,000 feet tested.



Upcoming Projects

- Fire Prevention Week - 9-15 October (SP-CTE)
- City Halloween Party – 31 October (SP-E)

- 5-stand shooting field completed with electricity placed in conduit underground, electrical cords removed, boxes to protect batteries in place and the stand itself repaired. (SP-CED) (SP-I)
- Skeet house repair parts again backordered. (SP-CED) (SP-I)
- Target rebuild project beginning to take shape for the Archery range. (SP-CED) (SP-I)
- Counter Door and Drawer laminate replacement planned for the next couple of weeks thanks to the generosity of Custom Builders out of Saratoga. (SP-CED) (SP-I)
- Repairing cabinet doors at indoor shooting range. (SP-I)

Golf:

- Aerated fairways and greens. (SP-I) (SP-B)
- Completed numerous irrigation repairs. (SP-I)
- Applied fertilizer to fairways and greens. (SP-I)



Upcoming Projects

Recreation:

- Preparing for Roller Skating opening weekend is Friday and Sunday, October 14 & 16, 2022! (SP-CED)
- Working on 2022/23 Winter Recreation Activity Guide. (SP-CED)
- Fall sports are going great this year with good attendance. (SP-CED)

Shooting Ranges:

- Preparing to move to the indoor shooting range beginning November 1, 2022. (SP-CED)
Run cable to barriers along entrance road. (SP-I)
Build permanent housing units for 5-Stand shooting area. (SP-I)

Golf:

- Blow out irrigation system. (SP-I)
- Apply Greens Covers for winterization of course (maybe first of November). (SP-I)

Parks and Recreation: Parks



Last Month's Accomplishments

- Staff is making corrections based on the recommendations from Wyoming Workforce to be in compliance with OSHA around our shop/workplace. (SP-I)
- Staff is working towards spreading mulch around the urban orchard trees to help retain moisture, adding organic material and to keep the competition down of other plants. (SP-B) (SP-I)
- Staff is continuing to work on the dog park to make it a great place for park goers, we added water faucets for drinking water for dogs during the last of the hot days as well as a drinking fountain for their humans. (SP-I) (SP-CED)
- Skate Park install finished up this week and opened 9/14. (SP-I)
- Installed dog park entrance sign. (SP-I) (SP-B)
- Staff assisted in the highway cleanup. (SP-B)
- Staff worked on cleaning up weeds in the impound lot. (SP-B)
- Parks staff has begun shutting down our irrigation systems for the year. (SP-I)
- Staff had a fall /end of season workday at the VFW baseball fields and Sports Complex to do some cleanup before the winter and to help us next spring when we open them back up. (SP-I) (SP-B)
- Staff attended an asset management training in Rock Springs. (SP-E)



Upcoming Projects

- Crew will complete tree trimming at parks and along some greenbelts. (SP-B)
- Blow out irrigation systems. (SP-I)
- Improvements to dog park entrance. (SP-I) (SP-B)
- Continue working on west end greenbelt islands. (SP-CED)
- Landscaping project at the dog park near the new signage area. (SP-B) (SP-I)
- Install fire hydrants for "Doggie Business" at dog park. (SP-I) (SP-B)
- Install drinking fountain at dog park. (SP-I)
- Applying wood mulch around trees at Washington Park. (SP-I) (SP-B)

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



Last Month's Accomplishments

Staffing, Training & Community Engagement:

- Officer Yarley completed field training and has been released as a solo officer. (SP-E)
- Officers Black and Boriboun attending the Wyoming Law Enforcement Academy and will continue field training upon their graduation in November. (SP-E)
- Two open officer positions. Testing processes continuing. (SP-E)
- Staff attended St. Christopher's Highway of Carbon County regular and board meetings. Officers using gas card and hotel arrangements to aid those in need. Reverend Bobbe Fitzhugh will attend Council on October 4, 2022. (SP-CTE)
- Bid out for patrol vehicle replacement. (SP-E)
- Officer Wozniak attending Less Lethal Instructor training offered by WDOC. (SP-E)
- Officer Murphy attending Field Training Officer school at WLEA. (SP-E, SP-CTE)
- Lt. Frakes instructed Drug Recognition Expert training in Casper. (SP-E, SP-CTE)
- Officer Balestrieri attended Firearms Instructor recertification at WLEA. (SP-E)
- Employees attending CPR/AED recertification training. (SP-E, SP-CTE)
- Lt's Frakes and Hooper instructed second segment of Active Assailant training for Higher Ed personnel. (SP-CTE)
- Lt's Frakes and Hooper instructed Active Assailant training for Rawlins department heads. (SP-CTE, SP-E)
- Department members attended first CCSD #1 security committee meeting addressing all hazards. (SP-CTE)
- Chief joined C4 for a tour of Sierra Madre critical infrastructure. (SP-I)

- RPD hosting 3 Rawlins High School job shadow students. (SP-CTE)
- Sgt. Greninger and Officer Yardley delivered food from Mike’s Big City to family that suffered a loss. (SP-CTE)
- RPD participated in the City Community Clean-up Project. (SP-B)

Victims’ Advocates:

- Represented 21 victims, 17 of which were new cases initiated in September. (SP-CTE)
- Assisted 11 victims in court. (SP-CTE)
- Assisted 14 victims with restitution processes. (SP-CTE)
- One Victim Advocate position open. Conditional offer made to applicant. Background in progress. (SP-E)



Upcoming Projects

- Attending COVA conference in Colorado in October. COVA hosts one of the largest victim services conferences in the country. (SP-E)
- October is Domestic Violence Awareness month. (SP-CTE)

Year to Date 2022	<i>As of: 9/28/2022</i>	
Total	5649	
1 TRAFFIC VIOLATION	1371	23.90%
2 ANIMAL CALL	508	8.86%
3 ASSIST OTHER AGENCY	304	5.30%
4 PARKING COMPLAINT	234	4.08%
5 CHECK THE WELFARE	188	3.28%
6 CIVIL MATTER	126	2.20%
7 AREA OF CONCERN	125	2.18%
8 SUSPICIOUS PERSON	125	2.18%
9 AMBULANCE CALL	124	2.16%
10 ACCIDENT PROPERTY DAMAGE	112	1.95%

Last Year to Date 2021	<i>As of: 9/28/2022</i>	
Total	4,702	
1 TRAFFIC VIOLATION	1105	20.00%
2 ANIMAL CALL	528	9.56%
3 ASSIST OTHER AGENCY	262	4.74%
4 AREA OF CONCERN	255	4.62%
5 OUT WITH VEHICLE	221	4.00%
6 MISCELLANEOUS COMPLAINT	198	3.58%
7 CHECK THE WELFARE	144	2.61%
8 PARKING COMPLAINT	117	2.12%
9 ACCIDENT PROPERTY DAMAGE	98	1.77%
10 AMBULANCE CALL	97	1.76%

Police Department: 911 Center



Last Month's Accomplishments

- Hired new dispatcher, Stephanie Bergwerff, who began training on 09/26/22. (SP-E)
- Attended CPR/AED recertification. (SP-E)

	September	August
911 Calls Received	350	518
Dispatched Calls for Service	671	692
Case Follow-ups	60	62
All other (Bar checks, Property Watches, Business Checks, Stationary radar, PR and Paper Service)	345	236
Dispatched Fire Related Calls	84	40
Dispatched Ambulance Calls	60	70
Animal Related Calls:	ACO Response	38
	Officer Response	42

Police Department: Animal Control



Last Month's Accomplishments

- CPR/AED recertification. (SP-E)

Statistics for animals in shelter

Dogs	
Safekeeping	1
Stray	12
Unwanted	2
Adopted	7
Euthanized	
Rescued	
Return To Owner	7
Currently in Shelter or Foster	17
Cats	
Stray	3
Adopted	5
Rescued	3
Currently in Shelter or Foster	17



Upcoming Projects

- ACO's will take on-line state traffic direction/flagger course to become state certified. (SP-E)
- Dog/Cat adoption event to be held at shelter. (SP-CTE)

Police Department: Code Enforcement



Last Month's Accomplishments

- Continued education efforts and social media posts. (SP-CTE)
- Continued C4-EOC training. (SP-I)
- Coordinated I-80 cleanup. (SP-CTE, SP-B)
- Participated in Dilapidated/Dangerous Buildings Committee. (SP-B)
- Completed Narcan Training/Certification. (SP-CTE)

Actual New MONTH Incidents = XX (SP-B)

Liquor License Compliance Check-	
Property – Multiple Issues *Includes dangerous conditions, grass/weeds, derelict/abandoned, garbage/refuse/junk	2
Abandoned and Derelict Vehicles	2
Garbage/Refuse	1
Weeds, Grass, Growth	1
Dangerous Building (Residential, Commercial) (Assist)	X

- 8 New Cases
- 5 Cases Closed
- 11 Follow-Ups on Previous Cases

Incident Originations:

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



Upcoming Projects

- Registered for CPR/AED training. (SP-E)

Public Works: Engineer



Last Month's Accomplishments

- Continued the Pretreatment Plant Startup Project. (SP-I)
- Proposed new water rates to City Council to ensure the future of the City of Rawlins water. (SP-I)
- Accepted Agreement with WYDOT to rehabilitate the 6th Street Bridge. (SP-I)
- Continuing Digitization Efforts of record plans in City Hall. (SP-I)



Upcoming Projects

- Request for Proposals for design of the SLIB MRG project related to Cathodic Protection and Blowoff Valves. (SP-I)
- GIS Training for the City of Rawlins. (SP-E)
- Traffic Control Training for Public Works. (SP-E)

Public Works: Streets



Last Month's Accomplishments

- Continued sign repairs and sweeping. (SP-B)
- Prepped and filled four street cuts.
- Loader, Dump Truck and Plow training for employees. (SP-E)
- Made alley repairs in 10 blocks throughout city. (SP-I)
- Picked up and delivered trash for in-city Adopt-A-Street program. (SP-B)
- Continued weekly pothole repairs throughout the city.



Upcoming Projects

- Repair roads in Glenn Addition. (SP-I)
- Install snow fence.
- Finalize paving at Colorado Street repairs after contractor finishes concrete. (SP-I)

Public Works: Utilities



Last Month's Accomplishments

- Began our regular maintenance of air vac vaults on raw water transmission line from Springs with new Hydrovac, completed from Miller Hill Vault to Sage Creek Basin (about 15 miles) of all accessible by vehicle. (SP-I)
- Continued service calls of locates, sewer calls, and meter repairs.
- Continued cleaning of both pedestrian underpasses. (SP-B)
- Completed 12.5 miles of sewer maintenance cleaning in Summer 2022, as per 5-year plan. (SP-B)
- Cleaning of storm water catch basin in preparation for fall.
- Fixing breaks on raw water system of south side of I-80 and one in-town break. (SP-I)
- Replacement of broken curb stops. (SP-I)
- Replaced of some old meter pits on Mahoney Street. (SP-I)
- Assisting with installing of posts for new recycle building. (SP-I)



Upcoming Projects

- Help recycling center "name".
 - Continue to provide standard services.
 - Continue sewer jet equipment training. (SP-E)
- Work on Miller Hill to treatment plant with the raw water.

Public Works: Water/Wastewater Treatment



Last Month's Accomplishments

- Daily rounds of both water and wastewater treatment plants.
- Ongoing general maintenance.
- Finalized dirt work at Miller Hill Vault Discharge Fire Hydrant.
- Built new shelving for organization at both plants to improve cleanliness, organization and inventory. (SP-I)
- Ongoing testing of water quality, including weekly testing of BACTI samples from the community and ongoing monitoring in plant turbidity.
- Continued work at Pre-Treatment plant, including receiving of replacement pump and installation of new sump pump at the inlet valve. (SP-I)



Upcoming Projects

- Repair methane exhaust vents at wastewater treatment plant. (SP-I) (SP-E)
- Continued work on pre-treatment plant for wet run (entire run without automation). (SP-I)

Community Strategic Plan

Vision

Rawlins is a unique and vibrant city where genuine, resilient residents enjoy living in an appealing, safe, and welcoming community filled with boundless opportunities.

Mission

The City of Rawlins is dedicated to building public trust by providing exceptional services in a professional, safe, transparent, and fiscally responsible manner.

Directives

Employees

Beautification

Infrastructure

Community Trust & Engagement

Community & Economic Development

Programs & Projects

1. Continue employee appreciation efforts.
2. Finalize and implement Salary Study, including increases.
3. Continue annual legal training to Council and Staff.
4. Continue monthly safety committee & safety training.
5. Ongoing communication efforts through monthly City Manager Report.
6. Develop and implement financial policies.
7. Continue revision of police civil service policies.
8. Continue revision of Employee Personnel Policies.
9. Implement employee culture statement.
10. Update safety data sheets/processes.

1. Create phased plan to address entryway and right-of-way aesthetics.
2. Implement penalty policy for vacant and dilapidated bldgs.
3. Work with County and WAM to recognize liens on dilapidated buildings.
4. Find funding for citywide business assistance program.
5. Revamp and implement free landfill program.
6. Implement Downtown Banner Program.
7. Continue Clean-Up projects.
8. Continue Adopt-A-Street program/spot.

1. Upgrade water infrastructure, including springs, wells, and transmission lines.
2. Contest and/or mitigate proposed floodplain.
3. Connect raw water line to cemetery with 6th Penny funds.
4. Begin water meter improvements.
5. Build skate park.
6. Build dog park.
7. Partner in outdoor ice rink.
8. Create infrastructure depreciation plan.
9. Conduct a study of municipal rates.
10. Upgrade Park infrastructure.
11. Create tree inventory and maintenance plan.
12. Continue working on Edinburgh Street rebuild.

1. Produce and distribute City View newsletter.
2. Redo Sound/Video System in Council Chambers.
3. Host Town Halls and Surveys as Needed.
4. Continue annual Community Feedback Survey.
5. Continue volunteer training and recognition program.
6. Have "Meet Your Council" booth at events.
7. Create annual police report.
8. Transition domain and email to .gov
9. Release information from all departments through multiple channels.
10. Develop annual audit plan for improved cybersecurity.

1. Complete and implement economic development plan.
2. Create a quality experience for incoming and existing businesses.
3. Create list of available development properties.
4. Identify and address dangerous and dilapidated buildings for redevelopment.
5. Identify programs and incentives to become more business friendly.
6. Pursue broadband enhancements.
7. Update Title 19.
8. Expanded programs for businesses county-wide Innovation Center "HUB".
9. Begin Rebranding/ Theme w/ community feedback.
10. Revamp and increase recreational opportunities.

6/15/22

Get City news right to your inbox...

- Bid Postings
- Water Breaks
- News from all City Departments
- City Calendars
- Recreation Updates
- Council, Board and Commission Meetings

and an electronic copy of
“The City View: Newsletter and Activity Guide”
before it hits mailboxes and businesses!

...sign up today for the direct
emails or texts you are interested
in at rawlinswy.org/notifyme



The CITY of
RAWLINS
WYOMING



Need help? Call 307-328-4500 ext. 1022 or
stop by the Rawlins Family Recreation Center!