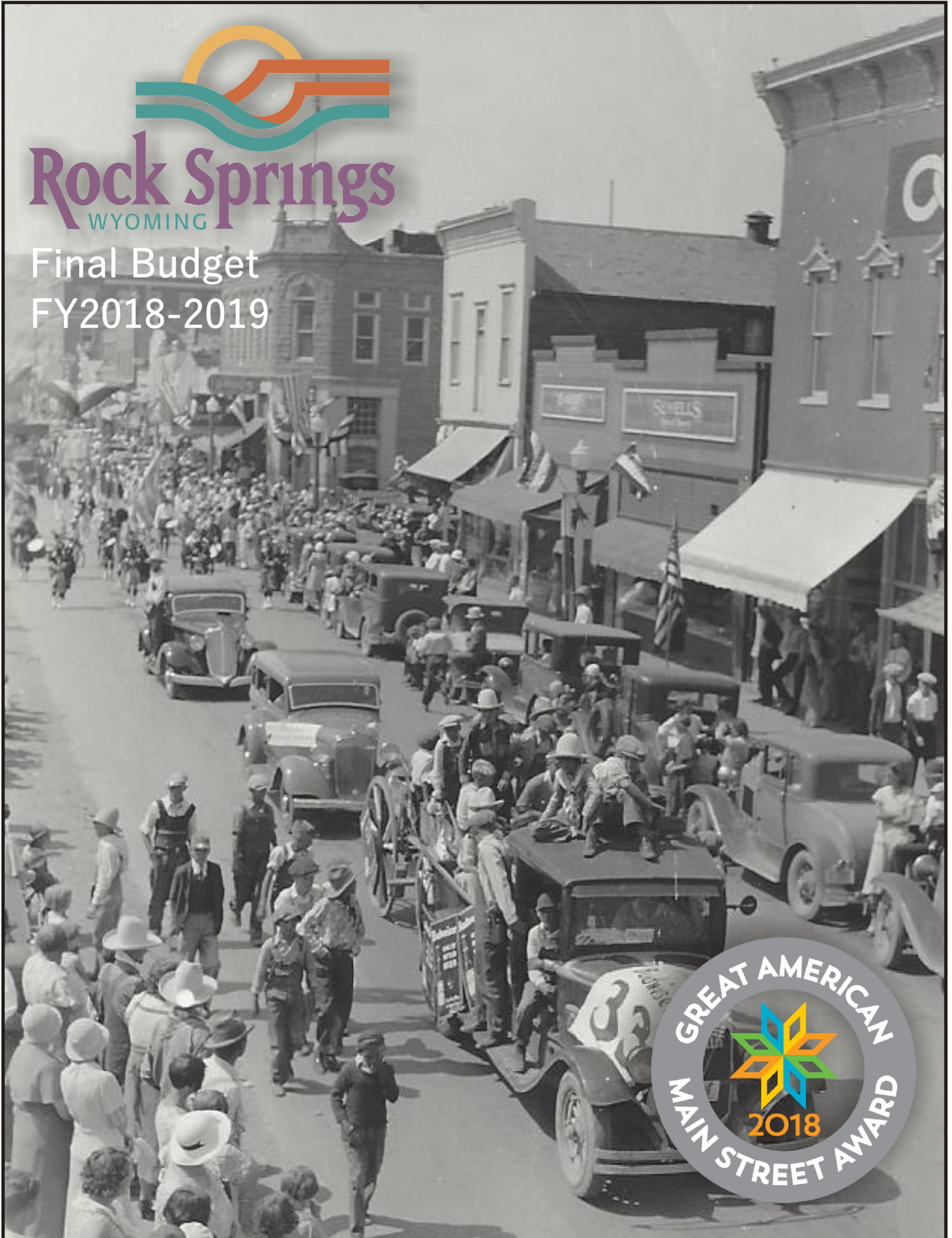




# Rock Springs

WYOMING

Final Budget  
FY2018-2019





## **MAYOR**

Carl R. Demshar, Jr.

Billy Shalata  
Jason Armstrong  
Tim Savage  
Rob Zotti

Glennise Wendorf  
David Halter  
Rose Mosbey  
David Tate

## **ADMINISTRATION**

City Attorney  
Director of Administrative Services  
Municipal Court Judge  
Police Chief  
Fire Chief  
Director of Engineering & Operations  
Director of Parks & Recreation  
Director of Public Services  
Director of Human Resources

Richard W. Beckwith  
Matthew L. McBurnett  
George S. Nelson  
Dwane Pacheco  
Jim Wamsley  
Paul Kauchich  
David M. Lansang  
Steve Horton  
Kara Beech



## **Final Budget Message Fiscal Year 2018-2019**

The Honorable Mayor Carl R. Demshar Jr., Council President Billy Shalata, Councilman David Tate, Finance Committee Chair and City Council Members

After all fiscal year expenditures were finalized, open contracts brought forward, and carryover amounts determined, the final budget is in balance with an undesignated amount of \$528,642.90. The utilization of the undesignated amount will be determined during the year through the budget revision process, as the Mayor and City Council deem appropriate.

In the most recent Consensus Revenue Estimating Group (CREG) report, it was stated that revenue projections are exceeding the January 2018 CREG projections. Severance and federal mineral royalties tax collections are in line or exceeding CREG estimates, with the potential for increased gains resulting from strong oil prices and strong oil and gas production, with some caution regarding natural gas price levels. Sales and use tax are exceeding CREG's forecast, and this is reflected so far in the city's sales and use tax revenue collected in fiscal year 2018 and so far in 2019. As noted in prior years, though, caution should be exercised as the local economy has the potential to turn around quickly.

The reserves prior to this budget presentation consisted of a cash reserve of \$3,111,492.00 and an operational reserve of \$6,384,343.32, for a total reserve of \$9,495,835.32. After the close of the fiscal year, the cash reserve was adjusted to \$3,246,178.88 per the requirements of Resolution 94-15 and the operational reserve is \$6,249,656.44. The total of the reserves remains at the same level as FY2018, thus this is the sixth year for this reserve level.

The assessed valuation for the city increased for FY2018 from \$221,263,254 to \$225,354,583. Property tax collections may be slightly higher than anticipated. The sales and use tax revenue for the year ending June 30, 2018 totaled \$19,503,204.41 compared to \$16,242,640.66 in the same category for the fiscal year ending June 30, 2017 and \$18,070,452.25 for the fiscal year ending June 30, 2016. This is a 20% increase in this key revenue source from last year and a 7% decrease over the last five years. Due to uncertainty during the budget process relating to the sustainability of the sales and use tax trend going into the upcoming fiscal year, the budget, as presented, anticipates a 17% decline from FY2018. Not reflected in this budget was a sales tax payment in July of 2018 which included an additional payment related to a correction for use tax reported by a taxpayer as being paid in Natrona County instead of Sweetwater County in fiscal years 2014-2015. The City of Rock Springs portion of this correction was \$896,077.45. This revenue stream will be monitored on a monthly basis throughout the coming year and budget revisions will be requested if necessary.

The approved amount of \$1,289,326.02 for the direct distribution from the state of Wyoming for the coming fiscal year is reflected in this budget. The funds are to be distributed in two payments, leaving the State the option of reducing or forgoing the second installment. If the state adjusts or eliminates the second half of the funding a downward budget revision will be required.

Funding from the capital facilities tax during FY 2018 included, \$1,973,545.68 in the sewer fund, and \$4,394,446.89 in the water fund. Funding for projects through this ballot initiative

ended during FY 2018, however a revenue and expenditure of \$3,548,490.49 each was included. This amount is the rental payment specified in the County Roadway/Castle Rock/Municipalities' Improvements Specific Purpose Tax Escrow Agreement, which established an escrow account for the collections that result from the imposition of a specific purpose sales and use tax that was imposed in Sweetwater County, Wyoming, effective April 1, 2013. The city will not receive any funds directly, nor make payment of any funds directly, however the agreement requires the city to record a rental payment in our budget. The inclusion of these budgeted amounts is for compliance purposes only.

Positions new to the FY2019 Budget:

Police – assistant evidence technician – full-time

Indoor Recreation Center – janitor – full-time

Parks – two grounds workers – seasonal

Golf Course – equipment mechanic – part-time

Golf Course – assistant golf professional – full-time (currently a part-time position)

City Attorney – assistant city attorney – full-time (defunded and not filled in FY2018, but funded in FY2019, with the part-time assistant city attorney position being defunded in the second half of FY2019)

City Buildings – janitor – full-time (defunded and not filled in FY2018, but funded in FY2019)

Cemetery – cemetery maintenance worker I – full-time (defunded and not filled in FY2018, but funded in FY2019)

Animal Control - administrative assistant as a full time position (as opposed to a part time position)

Fire Department - battalion chief – fire inspector position (as opposed to the fire inspector position)

Civic Center – climbing wall instructor – part-time

If budget circumstances weaken, any and all positions may not be filled during the fiscal year. The budget as presented includes a 1% cost of living adjustment to the full-time salary chart. Range movement of up to 1.5% for eligible employees is consistent with the increases negotiated with IAFF 1499. On the benefits side, worker's compensation rates decreased from 4.49% to 2.16% effective July 1, 2018. Wyoming Retirement rates will increase from 16.62% to 17.12% for general public employees on September 1, 2018, but remain the same for police and firefighters.

The budget as presented also includes ongoing funding for the Rock Springs Library, the Community Fine Arts Center, recycling and the Rock Springs Chamber of Commerce. Appropriations are included for STAR, Treatment Court and Red Desert Roundup. Most outside agency requests have been increased back to FY2017 levels or beyond.

The budget as presented reflects a 5% sewer rate increase necessitated by ongoing capital investment related to regulatory compliance. The Joint Powers Water Board increased the cost of water by 2% for the coming year and the rate increase of 2% in the water fund will pay for this operational increase as well as ongoing capital construction.

Matthew L. McBurnett

Director of Administrative Services



RESOLUTION NO. 2018- 99

A RESOLUTION AUTHORIZING AND DIRECTING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, AND MATTHEW L. MCBURNETT, AS CITY CLERK OF THE CITY OF ROCK SPRINGS, WYOMING, TO ACCEPT AND APPROVE A BUDGET SUBMITTED FOR THE CITY OF ROCK SPRINGS FOR THE FISCAL YEAR ENDING JUNE 30, 2019.

WHEREAS, an operating budget has been submitted for the fiscal year ending June 30, 2019, for salaries and expenses of all City employees and officials, for the Police Department and Fire Department, for the support and maintenance of the City Government and for all its expenditures; and,

WHEREAS, the Council has determined that the proposed expenditures are necessary for the efficient and economical operation of the City of Rock Springs.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. There is hereby appropriated out of the revenues of the City of Rock Springs, for the fiscal year commencing July 1, 2018, and ending June 30, 2019, the purposes and objects hereinafter set forth, the following sums of money, or so much thereof as may be necessary:

The sum of \$361,800.00 for the purpose of defraying the salaries and expenses of the Administrative Department/General Government.

The sum of \$525,550.00 for the purpose of defraying the salaries and expenses of the department of the City Attorney.

The sum of \$986,250.00 for the purpose of defraying the salaries and expenses of the Department of Finance/Administration.

The sum of \$404,010.00 for the purpose of defraying the expenses of City Buildings.

The sum of \$329,697.00 for the purpose of defraying the expenses of Municipal Court.

The sum of \$289,350.00 for the purpose of defraying the expenses of Urban Renewal/Main Street.

The sum of \$789,875.00 for the purpose of defraying the expenses of Information Technology.

The sum of \$179,577.00 for the purpose of defraying the expenses of Human Resources.

The sum of \$8,752,287.69 for the purpose of defraying the salaries and expenses of the City Police Department.

The sum of \$406,350.00 for the purpose of defraying the salaries and expenses of the City Animal Control Department.

The sum of \$17,100.00 for the purpose of defraying the salaries and expenses of the Emergency Management Department/Civil Defense.

The sum of \$5,269,322.00 for the purpose of defraying the salaries and expenses of the City Fire Department.

The sum of \$723,250.00 for the purpose of defraying the salaries and expenses of the Administration and Engineering Department.

The sum of \$4,167,685.00 for the purpose of defraying the salaries and expenses of the Streets Department.

The sum of \$896,575.00 for the purpose of defraying the salaries and expenses of the City Cemetery.

The sum of \$1,258,059.08 for the purpose of defraying the salaries and expenses of the City Parks Department.

The sum of \$1,791,172.00 for the purpose of defraying the salaries and expenses of the City Golf Course.

The sum of \$1,323,951.00 for the purpose of defraying the salaries and expenses of the City Civic Center.

The sum of \$2,823,853.30 for the purpose of defraying the salaries and expenses of the City Indoor Recreation Center.

The sum of \$5,445,063.99 for the purpose of paying all expenses known as Non-Departmental.

The sum of \$348,437.00 for the purpose of defraying the salaries and expenses of the Public Services Administration/Planning Department.

The sum of \$417,050.00 for the purpose of defraying the salaries and expenses of the Building Inspections Department.

The sum of \$649,330.00 for the purpose of defraying the salaries and expenses of the Vehicle Maintenance Department.

The sum of \$225,900.00 for the purpose of defraying the salaries and expenses of the Rock Springs Historical Museum.

The sum of \$20,000.00 for the purpose of defraying the Road Impact Fee Fund.

The sum of \$4,285,000.00 for the purpose of defraying the expenses of the Health Insurance Fund.

The sum of \$5,835,302.43 for the purpose of defraying the salaries and expenses of the Water

Reclamation Facility.

The sum of \$286,800.00 for the purpose of defraying the salaries and expenses of the Sewer Administration.

The sum of \$4,333,300.00 for the purpose of defraying the salaries and expenses of the Water Administration.

The sum of \$7,345,203.74 for the purpose of defraying the salaries and expenses of Water Operations and Maintenance.

The sum of \$250,000.00 for the purpose of defraying the expenses of CAP Programs.

The sum of \$430,995.00 for the purpose of defraying the salaries and expenses of the Public Housing Administration.

The sum of \$424,305.00 for the purpose of defraying the salaries and expenses of Public Housing Maintenance.

The sum of \$388,080.00 for the purpose of defraying the salaries and expenses of Section 8 Vouchers.

The sum of \$3,111,492.00 for the purpose of maintaining a Cash Reserve Fund.

The sum of \$6,384,343.32 for the purpose of maintaining a Operational Reserve Fund.

The above figures do not include appropriations for encumbered funds from the current fiscal year for projects contracted but not completed prior to June 30, 2018. Open purchase orders are also excluded. The exact amount of the carry-over funds will be adjusted within appropriate departments when determined.

Section 3. The proposed budget for Fiscal Year 2018-2019 as approved following the Public Hearing on June 19, 2018, is hereby adopted as the official budget for said fiscal year.

PASSED AND APPROVED this 19th day of June, 2018.



Attest:

Matthew L. McKinney  
City Clerk

Billy W. Shalata  
President of the Council  
Carl Shalata  
Mayor



THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Carl R. Demshar, Jr., Mayor of the City of Rock Springs, Wyoming, do hereby proclaim that the foregoing Resolution of the said City of Rock Springs was, on the date thereof, duly and regularly passed and approved by the City Council of the said City of Rock Springs and by the Mayor of said City and attested by the City Clerk of said City, and I do hereby proclaim the same to be in full force and effect from and after the date of its passage and approval.

  
Mayor

THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Matthew L. McBurnett, City Clerk of the City of Rock Springs, Wyoming, do hereby certify that on this 19<sup>th</sup> day of June, 2018, the foregoing Resolution of the City of Rock Springs was proclaimed by the Mayor of said City to be in full force and effect from and after the passage thereof as set forth in said Resolution, and that the same was posted by me in the office of the City Clerk as directed by the City Council on the 19<sup>th</sup> day of June, 2018, at 7:40 p.m. of said day.

  
City Clerk

6/14/18

RESOLUTION NO. 2018-97

A RESOLUTION AUTHORIZING MATTHEW L. MCBURNETT, THE CITY CLERK OF THE CITY OF ROCK SPRINGS, TO CERTIFY TO THE COUNTY COMMISSIONERS OF SWEETWATER COUNTY, THROUGH THE COUNTY CLERK, THE LEVIES TO BE MADE FOR THE FISCAL YEAR ENDING JUNE 30, 2019.

WHEREAS, on the 19<sup>th</sup> day of June, 2018, this council adopted a City Budget for the fiscal year ending June 30, 2019, calling for the following appropriations:

GENERAL FUND	\$38,381,495.06
TOTAL APPROPRIATION	\$38,381,495.06

WHEREAS, after deducting all cash and other estimated revenue, it is necessary that the following amounts be raised by General Taxation and in order to raise such sums of money, it is necessary that levies be made for the fiscal year ending June 30, 2019, as shown by the following amounts for each fund:

	AMOUNT TO BE RAISED	MILL LEVY
GENERAL FUND	\$1,600,000.00	8 Mills
TOTAL APPROPRIATIONS	\$1,600,000.00	8 Mills

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the foregoing levies be made for the fiscal year ending June 30, 2019, and the City Clerk certify said amounts to the County Clerk of Sweetwater County.

PASSED AND APPROVED this 19<sup>th</sup> day of June, 2018.



Attest:

Matthew L. McBurnett  
City Clerk

Billy W. Shalata  
President of the Council  
Carl Shalata  
Mayor

THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Carl R. Demshar, Jr., Mayor of the City of Rock Springs, Wyoming, do hereby proclaim that the foregoing Resolution of the said City of Rock Springs was, on the date thereof, duly and regularly passed and approved by the City Council of the said City of Rock Springs and by the Mayor of said City and attested by the City Clerk of said City, and I do hereby proclaim the same to be in full force and effect from and after the date of its passage and approval.

  
\_\_\_\_\_  
Mayor

THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Matthew L. McBurnett, City Clerk of the City of Rock Springs, Wyoming, do hereby certify that on this 19<sup>th</sup> day of June, 2018, the foregoing Resolution of the City of Rock Springs was proclaimed by the Mayor of said City to be in full force and effect from and after the passage thereof as set forth in said Resolution, and that the same was posted by me in the office of the City Clerk as directed by the City Council on the 19<sup>th</sup> day of June, 2018, at 7:40 p.m. of said day.

  
\_\_\_\_\_  
City Clerk



**City of Rock Springs**  
**General Fund Budget Summary**  
**Final Budget 2018-2019**

Cash and Investments on Hand July 1, 2018	\$	10,493,092.31	
Cash Reserve on Hand		3,111,492.00	
Operational Reserve on Hand		6,384,343.32	
Anticipated 2018-2019 Revenues		31,165,799.56	
Total Cash Available			\$ 51,154,727.19
Less Budgeted Expenditures 2018-2019	\$	41,130,248.97	
Cash Reserve (per Resolution 94-15)		3,246,178.88	
Operational Reserve (per Resolution 96-91)		6,249,656.44	
Undesignated		528,642.90	
Total in Budget			\$ 51,154,727.19

*\*Note: A 2013 specific purpose tax transfer and rental payment of \$3,548,490.49 is included in anticipated revenue and expenditures for compliance purposes only, and will likely be made from the specific purpose tax escrow account on behalf of the City*

**City of Rock Springs  
2018-2019 Final Budget Index**

General Fund	
Revenues.....	1
Expenditures	
Mayor/Council .....	4
City Attorney .....	6
Finance/Administration .....	8
City Buildings.....	10
Municipal Court .....	13
Urban Renewal/Main Street.....	15
IT.....	18
HR.....	20
Police Department .....	22
Animal Control .....	26
Emergency Management.....	29
Fire Department.....	31
Administration/Engineering .....	35
Streets .....	37
Cemetery.....	40
Parks.....	43
Golf Course.....	46
Civic Center .....	49
Indoor Recreation Center .....	52
Non-Departmental.....	55
Public Services Admin/Planning.....	57
Building Inspections .....	59
Vehicle Maintenance .....	61
RS Historical Museum .....	63
Road Impact Fee Fund .....	66
Health Insurance Fund .....	67
General Fund Reserves .....	68
 Sewer Fund	
Revenues.....	69
Sewer Administration .....	70
Water Reclamation Facility .....	73
Sewer Depreciation Fund.....	77
 Water Fund	
Revenues.....	78
Water Administration .....	79
Operations & Maintenance .....	82
Water Depreciation Fund .....	85

Unapplied Credits .....	86
CAP Programs – Housing.....	87
Public Housing	
Revenues.....	88
Public Housing – Administration.....	89
Public Housing – Maintenance .....	91
Section 8 Vouchers – Housing	
Revenues.....	93
Section 8 Vouchers .....	94
Combined Improvement Districts Fund.....	95
LID #109 Bond Fund .....	96
LID #118 Bond Fund .....	97
LID #119 Bond Fund .....	98



**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-00-0000-311100	General Property	2,418,911.31	2,428,326.92	1,600,000.00
110-00-0000-318100	Severance Taxes	855,364.96	855,192.22	855,250.00
110-00-0000-318200	Franchise Taxes	744,798.58	724,054.23	600,000.00
	Taxes	4,019,074.85	4,007,573.37	3,055,250.00
110-00-0000-321100	Liquor Licenses	89,156.25	80,233.32	80,000.00
110-00-0000-321110	Malt Beverage/Catering Permits	5,875.00	6,075.00	3,000.00
110-00-0000-321610	Occupational	61,305.00	61,458.17	55,000.00
110-00-0000-321620	Contractor Licenses	52,600.00	49,600.00	51,000.00
110-00-0000-321630	Sexually Oriented Bsn Lic	12,900.00	18,100.00	9,000.00
110-00-0000-321710	Bingo/Pull Tab Licenses	125.00	100.00	100.00
110-00-0000-322100	Building Permits	307,493.00	273,138.71	275,000.00
110-00-0000-322600	Animal Licenses	16,656.00	19,268.00	15,000.00
	Licenses & Permits	546,110.25	507,973.20	488,100.00
110-00-0000-331120	TSA/Airport Security	13,606.00	23,187.80	44,818.76
110-00-0000-331150	BVP Program	0.00	9,071.63	3,000.00
110-00-0000-331155	JAG Grant	0.00	34,427.34	40,611.00
110-00-0000-334120	Homeland Security	118,892.39	97,348.79	219,620.00
110-00-0000-334140	Urban/Community Forestry	5,000.00	0.00	0.00
110-00-0000-334260	Highway Safety Grants	17,522.94	29,946.11	19,399.98
110-00-0000-334265	Alcohol/Tobacco Grants	28,445.00	25,245.00	26,569.66
110-00-0000-334310	Wyoming Business Council	308,951.00	0.00	500,000.00
110-00-0000-334320	Business Ready Community	22,100.00	0.00	0.00
110-00-0000-334420	SLIB Grant	556,280.00	0.00	0.00
110-00-0000-335010	Mineral Royalties	984,622.49	984,187.25	985,493.00
110-00-0000-335310	4% Sales Tax	6,561,466.85	7,678,055.34	6,561,466.85
110-00-0000-335315	1% Sales Tax	2,495,807.83	2,816,904.27	2,495,807.83
110-00-0000-335320	4% Use Tax	2,332,313.36	3,002,070.52	2,332,313.36
110-00-0000-335321	1% Use Tax	1,345,718.31	1,472,329.13	1,345,718.31
110-00-0000-335322	OOS Sales Tax - Local	2,952,165.21	3,560,672.94	2,952,165.21
110-00-0000-335323	OOS Use Tax - Local	555,169.10	973,172.21	555,169.10
	Capital Facilities Tax			
110-00-0000-335325	Reimbursement - 6th Cent	761,346.68	0.00	0.00
	Supplemental Local Government			
110-00-0000-335350	Funding	1,284,142.84	1,289,326.02	1,289,326.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-00-0000-335410	Wholesale Gas Tax	738,076.28	747,022.32	675,000.00
110-00-0000-335415	Special Fuels Tax	225,425.75	223,537.76	225,000.00
110-00-0000-335420	Refund Of Special Fuels Tax	9,324.43	7,465.62	5,000.00
110-00-0000-334510	CLG Grant	6,579.99	0.00	4,420.01
110-00-0000-335610	Cigarette Taxes	160,700.19	151,019.43	150,000.00
110-00-0000-335650	Historical Horse Racing & Lottery	396,006.11	511,247.26	300,000.00
110-00-0000-337010	Animal Control Agreement	21,016.54	13,447.44	17,000.00
110-00-0000-337015	Senior Citizens	59,143.24	88,936.74	65,000.00
110-00-0000-337100	Weed And Pest	100,026.16	121,237.40	60,000.00
	Transfer from Specific Purpose			
110-00-0000-337170	Tax Escrow Account	0.00	0.00	3,548,490.49
110-00-0000-337200	Joint Travel & Tourism Board	11,000.00	26,750.00	10,000.00
	Intergovernmental Revenue	22,070,848.69	23,886,608.32	24,431,389.56
110-00-0000-340010	Misc Cemetery Fees	23,200.00	25,550.00	15,000.00
110-00-0000-340015	Advertising Fees	3,395.00	3,210.00	2,750.00
110-00-0000-340020	Late Charges General	0.00	0.00	0.00
110-00-0000-342100	Special Police Services	12,816.88	48,206.02	10,000.00
110-00-0000-347100	Golf Course Receipts	636,439.91	665,000.46	655,000.00
110-00-0000-347200	Civic Center Receipts	179,299.28	166,353.62	170,000.00
110-00-0000-347250	Indoor Rec Receipts	627,456.70	623,652.13	580,000.00
	Charges for Services	1,482,607.77	1,531,972.23	1,432,750.00
110-00-0000-351100	Municipal Court Fines	389,372.83	414,468.44	325,000.00
110-00-0000-351150	Animal Fines	23,664.00	20,006.65	18,000.00
110-00-0000-351200	Restitution	879.21	1,890.96	500.00
	Fines & Forfeitures	413,916.04	436,366.05	343,500.00
110-00-0000-360010	Animal Adoptions	9,920.00	15,590.00	9,500.00
110-00-0000-360020	Sale Of Cemetery Lots	24,825.00	26,880.00	5,000.00
110-00-0000-360030	Maps & Copies	4,587.60	6,626.65	2,500.00
110-00-0000-360040	Field Usage Fees	14,680.00	18,750.00	15,000.00
110-00-0000-360041	Golf Course Pro Shop	144,122.61	145,422.09	135,000.00
110-00-0000-360042	Rec Center Retail	50,636.88	49,425.97	46,000.00
110-00-0000-360043	Sale Of Property	82,520.43	11,567.66	10.00
110-00-0000-360044	City Hall Retail	10.00	0.00	0.00
110-00-0000-360045	Museum Retail	5,797.63	7,909.89	5,500.00
110-00-0000-360046	Civic Center Retail	610.14	721.94	500.00
110-00-0000-361100	Interest On Investments	125,890.22	220,765.12	80,000.00
110-00-0000-361200	Adj To Market Value	8,690.25	19,780.65	0.00
110-00-0000-363020	Building Rental	49,953.00	53,300.47	35,000.00
110-00-0000-363025	Theater Rental	2,230.00	815.00	1,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-00-0000-363030	Concessions	4,151.90	3,406.39	2,500.00
110-00-0000-365010	Contributions & Donations	860.00	14,730.00	500.00
110-00-0000-365015	RS Historical Museum	474.00	3,739.22	100.00
110-00-0000-365025	Safety Seat Program	29.00	1,033.67	100.00
110-00-0000-365060	Fireworks Donations	0.00	8,174.44	0.00
110-00-0000-366010	Prop & Liab Insurance	329,381.58	144,973.67	5,000.00
110-00-0000-366020	Reimbursement For BC/BS	182,724.20	211,985.73	196,350.00
110-00-0000-366025	Employee Share	597,033.84	625,580.44	656,250.00
110-00-0000-366110	Worker's Comp Reimbursement	13,714.82	13,430.75	0.00
110-00-0000-366200	Miscellaneous Reimbursements	54,395.47	49,357.67	10,000.00
110-00-0000-366220	Refunds For Overpayments	5,538.75	1,855.85	500.00
110-00-0000-366240	Private Match	30,500.00	0.00	0.00
110-00-0000-366315	STAR Transit Reimbursement	29,086.13	16,655.60	22,000.00
110-00-0000-368000	Sundry Revenues	12,777.30	10,236.10	1,000.00
110-00-0000-368015	Insufficient Check Charge	40.00	80.00	0.00
110-00-0000-368020	URA Main Street Revenues	6,898.78	4,516.21	1,000.00
	Miscellaneous Reimbursements	1,792,079.53	1,687,311.18	1,230,310.00
110-00-0000-391015	Equipment Purchases	577,142.31	204,612.00	0.00
110-00-0000-391030	From Sewer Fund	91,227.58	84,451.32	69,000.00
110-00-0000-391050	From Water Fund	111,912.94	109,921.08	110,000.00
110-00-0000-391100	Audit Expenses	10,000.00	5,000.00	5,500.00
	Transfers	790,282.83	403,984.40	184,500.00
	General Fund Revenues	31,114,919.96	32,461,788.75	31,165,799.56

# City of Rock Springs Final Budget 2018-2019

General Fund  
Mayor/Council

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-11-1101-401011	Regular	150,483.63	160,093.03	166,000.00
	Salaries & Wages	150,483.63	160,093.03	166,000.00
110-11-1101-402010	Group Life Insurance	629.16	684.78	750.00
110-11-1101-402011	Health Insurance	47,599.12	43,155.30	47,500.00
110-11-1101-402020	Social Security	9,968.59	10,179.30	11,000.00
110-11-1101-402021	Medicare	2,331.52	2,380.74	2,600.00
110-11-1101-402030	Pension	25,010.43	26,524.41	28,500.00
110-11-1101-402050	Unemployment Compensation	0.00	0.00	500.00
110-11-1101-402060	Workers Compensation	249.11	168.50	150.00
110-11-1101-402070	Christmas Gifts	502.50	0.00	0.00
110-11-1101-402080	Compensated Absences	0.00	0.00	500.00
110-11-1101-402085	Council Benefit Cash Out	11,570.09	7,935.30	8,000.00
	Employee Benefits	97,860.52	91,028.33	99,500.00
110-11-1101-403210	Education & Seminars	1,412.50	400.00	2,500.00
110-11-1101-403220	Books, Subscriptions & Members	698.80	717.12	750.00
110-11-1101-403303	Regional Watershed Legal	364.59	450.00	4,000.00
110-11-1101-403310	Consulting & Technical	2,100.00	3,795.92	20,000.00
110-11-1101-405301	Telephone	1,392.58	1,395.06	1,200.00
	Economic Development &			
110-11-1101-405410	Promotion	43,865.62	46,164.99	64,420.01
110-11-1101-405500	Printing & Binding	0.00	0.00	250.00
110-11-1101-405801	Travel Expense	537.46	5,976.72	5,000.00
110-11-1101-406001	Office Supplies	875.58	219.49	800.00
110-11-1101-406101	Postage/Freight	414.92	539.24	400.00
	Facility & Equipment			
110-11-1101-406120	Maintenance Supplies	301.22	0.00	400.00
110-11-1101-406130	Specialized Dept Supplies	779.70	275.00	1,000.00
	Operations & Maintenance	52,742.97	59,933.54	100,720.01
	Mayor/Council	301,087.12	311,054.90	366,220.01

**City of Rock Springs  
Final Budget 2018-2019**

**Mayor/Council Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Mayor		2,000.00
8 Council Members		1,000.00
Administrative Assistant	36	3,327.00
<b>Economic Development &amp; Promotion</b>		
Avenue of Flags Donation - FY 18 Carryover		4,420.01

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
City Attorney

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-11-1102-401011	Regular Salaries & Wages	330,105.57	229,418.13	297,000.00
110-11-1102-402010	Group Life Insurance	305.97	234.36	350.00
110-11-1102-402011	Health Insurance	62,401.12	59,322.64	82,000.00
110-11-1102-402020	Social Security	20,383.28	13,203.00	19,000.00
110-11-1102-402021	Medicare	4,806.16	3,087.79	4,500.00
110-11-1102-402030	Pension	54,588.20	38,104.31	52,000.00
110-11-1102-402050	Unemployment Compensation	0.00	0.00	5,000.00
110-11-1102-402060	Workers Compensation	14,476.64	6,756.16	6,000.00
110-11-1102-402070	Christmas Gifts	201.00	0.00	0.00
110-11-1102-402080	Compensated Absences	21,277.86	474.52	6,000.00
	Employee Benefits	178,440.23	121,182.78	174,850.00
110-11-1102-403210	Education & Seminars	2,405.00	967.00	3,000.00
110-11-1102-403220	Books, Subscriptions & Members	36,752.97	35,858.24	42,000.00
110-11-1102-403301	Litigation & Consultation	290.00	40.00	1,000.00
110-11-1102-404301	Maintenance Contracts	330.00	671.50	500.00
110-11-1102-405301	Telephone	1,076.58	1,080.55	1,500.00
110-11-1102-405500	Printing & Binding	0.00	0.00	250.00
110-11-1102-405801	Travel Expense	223.51	40.00	1,000.00
110-11-1102-406001	Office Supplies	1,263.16	2,012.34	3,000.00
110-11-1102-406101	Postage/Freight	804.17	695.73	1,250.00
	Facility & Equipment			
110-11-1102-406120	Maintenance Supplies	0.00	0.00	200.00
	Operations & Maintenance	43,145.39	41,365.36	53,700.00
	City Attorney	551,691.19	391,966.27	525,550.00



**City of Rock Springs  
Final Budget 2018-2019**

**City Attorney Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>	
City Attorney	73	10,005.00	
Assistant City Attorney	69	7,516.00	
Assistant City Attorney - Part Time	69	4,693.00	6 Months
Legal Administrative Assistant	46	4,818.00	

# City of Rock Springs

## Final Budget 2018-2019

### General Fund Finance/Administration

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-11-1103-401011	Regular	557,623.37	474,360.06	495,000.00
110-11-1103-401012	Overtime	0.00	35.80	0.00
	Salaries & Wages	557,623.37	474,395.86	495,000.00
110-11-1103-402010	Group Life Insurance	566.40	518.83	600.00
110-11-1103-402011	Health Insurance	106,586.89	94,660.92	170,000.00
110-11-1103-402020	Social Security	32,670.11	30,861.12	33,000.00
110-11-1103-402021	Medicare	7,640.50	7,217.47	8,000.00
110-11-1103-402030	Pension	92,677.15	75,979.68	89,000.00
110-11-1103-402050	Unemployment Compensation	0.00	0.00	500.00
110-11-1103-402060	Workers Compensation	13,527.91	9,889.44	7,000.00
110-11-1103-402070	Christmas Gifts	402.00	0.00	0.00
110-11-1103-402080	Compensated Absences	0.00	52,518.06	20,000.00
	Employee Benefits	254,070.96	271,645.52	328,100.00
110-11-1103-403120	Collection Costs	208.00	570.84	20,000.00
110-11-1103-403210	Education & Seminars	630.00	4,036.72	3,000.00
110-11-1103-403220	Books, Subscriptions & Members	3,879.59	3,100.20	5,000.00
110-11-1103-403310	Consulting & Technical	8,385.00	16,800.00	73,350.00
110-11-1103-403322	Audit Expense	60,000.00	60,000.00	61,000.00
110-11-1103-404301	Maintenance Contracts	4,634.03	2,753.37	6,500.00
110-11-1103-405301	Telephone	2,173.94	2,087.05	2,500.00
110-11-1103-405500	Printing & Binding	489.25	3,439.77	4,000.00
110-11-1103-405801	Travel Expense	526.04	164.74	1,000.00
110-11-1103-406001	Office Supplies	2,845.03	2,688.33	5,000.00
110-11-1103-406101	Postage/Freight	3,862.87	3,692.27	7,000.00
	Facility & Equipment			
110-11-1103-406120	Maintenance Supplies	87.00	201.00	1,000.00
110-11-1103-406130	Specialized Dept Supplies	1,977.33	1,020.75	2,000.00
110-11-1103-406503	Misc Reimbursements	0.00	32.78	500.00
	Operations & Maintenance	89,698.08	100,587.82	191,850.00
110-11-1103-407410	Replacement Equipment	89.99	0.00	7,500.00
	Machinery & Equipment	89.99	0.00	7,500.00
	Finance/Administration	901,482.40	846,629.20	1,022,450.00

**City of Rock Springs  
Final Budget 2018-2019**

**Finance/Administration Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Director of Administrative Services	73	9,063.00
Senior Accountant	62	6,777.00
Housing & Community Development Supervisor	62	7,149.00
City Clerk Administrative Assistant	44	4,115.00
Senior Accounting Technician	44	5,063.00
Senior Accounting Technician	44	5,063.00
Senior Accounting Technician	44	4,977.00
Senior Accounting Technician	44	4,367.00
 <b>Replacement Equipment</b>		
Mail Machine		7,500.00
Total		7,500.00

# City of Rock Springs

## Final Budget 2018-2019

### General Fund City Buildings

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-11-1104-401011	Regular	83,620.50	72,602.76	108,000.00
110-11-1104-401012	Overtime	0.00	0.00	1,200.00
	Salaries & Wages	83,620.50	72,602.76	109,200.00
110-11-1104-402010	Group Life Insurance	99.24	78.12	160.00
110-11-1104-402011	Health Insurance	25,813.92	25,030.64	53,500.00
110-11-1104-402020	Social Security	4,963.78	4,185.56	7,000.00
110-11-1104-402021	Medicare	1,160.88	978.89	1,700.00
110-11-1104-402030	Pension	13,897.80	12,058.32	19,000.00
110-11-1104-402050	Unemployment Compensation	0.00	0.00	500.00
110-11-1104-402060	Workers Compensation	4,028.46	2,740.65	2,500.00
110-11-1104-402070	Christmas Gifts	50.25	0.00	0.00
110-11-1104-402080	Compensated Absences	802.08	0.00	2,000.00
	Employee Benefits	50,816.41	45,072.18	86,360.00
110-11-1104-403210	Education & Seminars	0.00	0.00	1,000.00
110-11-1104-404111	Water	8,046.02	7,072.34	15,000.00
110-11-1104-404112	Sewer	10,795.50	8,486.01	14,000.00
110-11-1104-404301	Maintenance Contracts	1,199.00	1,804.00	5,000.00
110-11-1104-404310	Building & Grounds Maintenance	11,256.52	56,391.65	20,000.00
110-11-1104-404600	Laundry Service/Uniforms	4,763.46	2,472.06	6,500.00
110-11-1104-405301	Telephone	1,036.45	1,102.25	1,750.00
110-11-1104-405302	Cell Phones	435.90	436.28	600.00
110-11-1104-406001	Office Supplies	159.96	0.00	100.00
	Facility & Equipment			
110-11-1104-406120	Maintenance Supplies	2,592.61	8,460.83	10,000.00
110-11-1104-406130	Specialized Dept Supplies	10,762.72	5,475.45	12,000.00
110-11-1104-406201	Natural Gas	25,503.64	25,091.10	40,000.00
110-11-1104-406202	Electricity	47,341.99	41,818.46	56,000.00
	Operations & Maintenance	123,893.77	158,610.43	181,950.00
110-11-1104-407202	Building Improvements	9,902.05	16,069.56	22,500.00
	Buildings	9,902.05	16,069.56	22,500.00
110-11-1104-407401	New Equipment Purchases	976.00	0.00	0.00
110-11-1104-407410	Replacement Equipment	0.00	0.00	1,500.00
	Machinery & Equipment	976.00	0.00	1,500.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-11-1104-507602	ADA Compliance	0.00	0.00	2,500.00
	Capital Projects	0.00	0.00	2,500.00
	City Buildings	269,208.73	310,665.04	434,510.00

# **City of Rock Springs** **Final Budget 2018-2019**

## **City Building Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Building Maintenance Supervisor	57	6,198.00
Janitor	27	2,664.00
<b>Building Improvements</b>		
Misc. building improvements		15,000.00
Ultrasonic Level Controller		5,000.00
Electronic Release Buttons for City Court Offices		1,500.00
Flashings for City Hall Court Yard Walls		1,000.00
Total		22,500.00
<b>Replacement Equipment</b>		
2 vacuums		1,500.00



**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Municipal Court

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-11-1105-401011	Regular	196,957.85	183,361.22	183,000.00
110-11-1105-401014	Part Time	0.00	18,310.11	30,500.00
110-11-1105-401012	Overtime	239.61	0.00	0.00
	Salaries & Wages	197,197.46	183,361.22	183,000.00
110-11-1105-402010	Group Life Insurance	141.48	141.48	150.00
110-11-1105-402011	Health Insurance	16,652.00	18,021.84	19,500.00
110-11-1105-402020	Social Security	11,854.73	12,102.56	13,000.00
110-11-1105-402021	Medicare	2,772.46	2,830.44	3,300.00
110-11-1105-402030	Pension	28,563.18	28,453.71	31,000.00
110-11-1105-402050	Unemployment Compensation	0.00	0.00	1,000.00
110-11-1105-402060	Workers Compensation	7,803.44	6,925.08	5,500.00
110-11-1105-402070	Christmas Gifts	150.75	0.00	0.00
110-11-1105-402080	Compensated Absences	0.00	0.00	3,000.00
	Employee Benefits	67,938.04	68,475.11	76,450.00
110-11-1105-403210	Education & Seminars	150.00	633.06	1,000.00
110-11-1105-403220	Books, Subscriptions & Members	1,092.10	805.00	1,500.00
110-11-1105-403302	Appointed Legal Fees	16,315.00	15,337.50	20,600.00
110-11-1105-403304	Jury Fees	0.00	0.00	1,000.00
110-11-1105-403310	Consulting & Technical	843.75	987.50	500.00
110-11-1105-403320	DWUI Supervised Probation	9,000.00	0.00	0.00
110-11-1105-404301	Maintenance Contracts	4,163.00	400.00	5,000.00
110-11-1105-405301	Telephone	1,750.97	1,754.66	1,750.00
110-11-1105-405801	Travel Expense	423.66	2,038.67	1,500.00
110-11-1105-406001	Office Supplies	2,877.80	3,317.38	3,786.99
110-11-1105-406101	Postage/Freight	1,764.99	1,542.23	2,000.00
	Facility & Equipment			
110-11-1105-406120	Maintenance Supplies	5.00	171.10	250.00
110-11-1105-406130	Specialized Dept Supplies	0.00	63.71	100.00
110-11-1105-406203	Gas, Oil & Lube	276.09	452.11	950.00
	Operations & Maintenance	38,662.36	27,502.92	39,936.99
110-11-1105-407401	New Equipment Purchases	0.00	0.00	0.00
	Machinery & Equipment	0.00	0.00	0.00
	Municipal Court	303,797.86	279,339.25	299,386.99

# **City of Rock Springs** **Final Budget 2018-2019**

## **Municipal Court Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>		
Municipal Court Judge	73	9,501.00		
Alternate Municipal Court Judge		75.00	Per Hour	
Senior Court Clerk	44	5,063.00		
Work Restitution Coordinator/Court Clerk	38	20.17	Per Hour	Changed as budget amendment during fiscal year 2019 to full time
		1,248.00	hrs/year	

# City of Rock Springs Final Budget 2018-2019

General Fund  
Urban Renewal/Main Street

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-11-1106-401011	Regular	120,065.23	121,210.05	121,000.00
110-11-1106-401012	Overtime	0.00	178.16	0.00
	Salaries & Wages	120,065.23	121,388.21	121,000.00
110-11-1106-402010	Group Life Insurance	78.12	78.12	100.00
110-11-1106-402011	Health Insurance	14,802.00	16,019.56	17,500.00
110-11-1106-402020	Social Security	7,049.23	7,076.58	7,600.00
110-11-1106-402021	Medicare	1,648.60	1,655.00	1,800.00
110-11-1106-402030	Pension	15,271.63	15,213.13	16,000.00
110-11-1106-402050	Unemployment Compensation	0.00	0.00	100.00
110-11-1106-402060	Workers Compensation	5,770.91	4,632.48	2,700.00
110-11-1106-402070	Christmas Gifts	100.50	0.00	0.00
110-11-1106-402080	Compensated Absences	0.00	0.00	1,000.00
	Employee Benefits	44,720.99	44,674.87	46,800.00
110-11-1106-403210	Education & Seminars	845.00	225.00	2,000.00
110-11-1106-403220	Books, Subscriptions & Members	1,242.00	1,387.00	2,000.00
110-11-1106-403310	Consulting & Technical	0.00	430.00	700.00
110-11-1106-404111	Water	798.40	862.87	850.00
110-11-1106-404112	Sewer	273.31	350.01	400.00
110-11-1106-404301	Maintenance Contracts	2,949.50	2,584.03	5,000.00
110-11-1106-404310	Building & Grounds Maintenance	4,375.97	4,089.10	4,000.00
110-11-1106-405301	Telephone	4,639.34	4,558.04	4,800.00
110-11-1106-405402	Legal/Promotional	14,780.79	15,144.52	14,500.00
110-11-1106-405500	Printing & Binding	656.89	1,017.08	1,000.00
110-11-1106-405801	Travel Expense	2,620.97	613.41	4,000.00
110-11-1106-406001	Office Supplies	969.32	962.44	1,500.00
110-11-1106-406101	Postage/Freight	509.35	512.79	800.00
	Facility & Equipment			
110-11-1106-406120	Maintenance Supplies	3,164.12	4,188.00	5,000.00
110-11-1106-406130	Specialized Dept Supplies	9,889.91	11,633.17	12,000.00
110-11-1106-406140	Theater Supplies	5,911.58	7,548.18	7,500.00
110-11-1106-406141	Theater Events	9,911.61	7,996.50	12,500.00
110-11-1106-406144	Downtown Events	10,247.71	9,783.75	10,000.00
110-11-1106-406201	Natural Gas	11,169.90	14,501.54	16,000.00
110-11-1106-406202	Electricity	16,404.13	14,320.71	16,000.00
	Operations & Maintenance	101,359.80	102,708.14	120,550.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-11-1106-407401	New Equipment Purchases	0.00	246.87	1,000.00
	Machinery & Equipment	0.00	246.87	1,000.00
110-11-1106-508003	Downtown Enhancements	34,111.87	0.00	0.00
	Capital Projects	34,111.87	0.00	0.00
	Urban Renewal/Main Street	300,257.89	269,018.09	289,350.00



# City of Rock Springs Final Budget 2018-2019

## Urban Renewal/Main Street Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary	
Urban Renewal/Main Street Manager	61	7,704.00	
URA Clerical - Part Time	36	1,456	hrs/year
		19.48	Per Hour

## New Equipment Purchases

Miscellaneous	1,000.00
Total	1,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Information Technology

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-11-1107-401011	Regular	184,809.20	157,780.37	195,000.00
	Salaries & Wages	184,809.20	157,780.37	195,000.00
110-11-1107-402010	Group Life Insurance	219.60	174.03	225.00
110-11-1107-402011	Health Insurance	48,337.72	41,530.26	63,100.00
110-11-1107-402020	Social Security	10,706.54	9,133.71	12,500.00
110-11-1107-402021	Medicare	2,503.94	2,136.12	3,000.00
110-11-1107-402030	Pension	30,715.25	26,198.16	34,000.00
110-11-1107-402050	Unemployment Compensation	0.00	0.00	500.00
110-11-1107-402060	Workers Compensation	8,751.31	5,841.16	4,500.00
110-11-1107-402070	Christmas Gifts	150.75	0.00	0.00
110-11-1107-402080	Compensated Absences	0.00	0.00	2,500.00
	Employee Benefits	101,385.11	85,013.44	120,325.00
110-11-1107-403210	Education & Seminars	0.00	0.00	5,000.00
110-11-1107-403310	Consulting & Technical	0.00	7,710.00	7,340.00
110-11-1107-404301	Maintenance Contracts	106,132.85	252,896.73	192,700.00
110-11-1107-404310	Building & Grounds Maintenance	1,416.88	0.00	5,000.00
110-11-1107-405301	Telephone	1,398.35	1,390.47	2,100.00
110-11-1107-405303	Internet Service	25,981.40	28,271.40	29,000.00
110-11-1107-405801	Travel Expense	0.00	0.00	1,000.00
110-11-1107-406001	Office Supplies	153.96	41.99	500.00
110-11-1107-406101	Postage/Freight	31.82	194.82	500.00
	Facility & Equipment			
110-11-1107-406120	Maintenance Supplies	5.00	561.57	550.00
110-11-1107-406130	Specialized Dept Supplies	215.00	0.00	1,000.00
110-11-1107-406203	Gas, Oil & Lube	-45.01	24.81	500.00
	Operations & Maintenance	135,290.25	291,091.79	245,190.00
110-11-1107-407415	Computer Equipment	188,557.00	123,025.51	237,700.00
	Machinery & Equipment	188,557.00	123,025.51	237,700.00
	Information Technology	610,041.56	656,911.11	798,215.00

# City of Rock Springs Final Budget 2018-2019

## Information Technology Notes

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Information Technology Specialist	60	6,606.00
Computer Support Specialist II	50	4,915.00
Computer Support Specialist II	50	4,702.00
<b>Computer Equipment</b>		
Replacement Computers and Equipment		40,000.00
Storage		4,000.00
Servers/Networking Equipment		6,000.00
Windows Server/ MS licensing		5,000.00
Replacement Batteries for Server Room		5,000.00
Replace Exchange Servers and Domain Controllers		30,000.00
VOIP		60,000.00
Cameras for Golf Course & Animal Control (2)		7,500.00
City Garage - Trouble Code reading system		8,800.00
City Garage - Fleet Management Software		10,000.00
PD - Exectutime Scheduling Software		20,000.00
Fire - Smart Board Training Room		4,000.00
Fire - Three extra computers		4,000.00
HR - Social media archiving software		2,400.00
PD - Interview Room System		25,000.00
Total		231,700.00

# City of Rock Springs

## Final Budget 2018-2019

### General Fund Human Resources

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-11-1109-401011	Regular	105,344.82	104,991.20	108,000.00
	Salaries & Wages	105,344.82	104,991.20	108,000.00
110-11-1109-402010	Group Life Insurance	78.12	78.12	79.00
110-11-1109-402020	Social Security	6,530.02	6,504.99	6,900.00
110-11-1109-402021	Medicare	1,527.19	1,521.34	1,700.00
110-11-1109-402030	Pension	17,508.36	17,441.28	19,000.00
110-11-1109-402060	Workers Compensation	5,347.85	4,262.77	2,500.00
110-11-1109-402070	Christmas Gifts	50.25	0.00	0.00
110-11-1109-402080	Compensated Absences	0.00	0.00	1,000.00
	Employee Benefits	31,041.79	29,808.50	31,179.00
110-11-1109-402201	Hepatitis B Immunizations	43.44	1,040.00	7,100.00
110-11-1109-402202	Influenza Shots	1,650.00	975.00	6,240.00
	Other Personnel Expense	1,693.44	2,015.00	13,340.00
110-11-1109-403210	Education & Seminars	322.70	1,900.00	1,900.00
110-11-1109-403220	Books, Subscriptions & Members	323.00	358.00	358.00
110-11-1109-403306	Personnel Consulting	0.00	20.91	5,000.00
110-11-1109-403321	Safety, Health & Training	11,370.00	18,515.50	15,000.00
110-11-1109-405301	Telephone	443.83	433.18	400.00
110-11-1109-405801	Travel Expense	0.00	1,000.00	3,700.00
110-11-1109-406001	Office Supplies	563.93	265.36	600.00
110-11-1109-406101	Postage/Freight	15.36	17.40	100.00
	Operations & Maintenance	13,038.82	22,510.35	27,058.00
	Human Resources	151,118.87	159,325.05	179,577.00

**City of Rock Springs  
Final Budget 2018-2019**

**Human Resources Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Director of Human Resources	73	8,964.00

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Police Department

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-12-1201-401011	Regular	3,515,377.45	3,281,996.47	3,620,000.00
110-12-1201-401012	Overtime	465,830.66	522,133.30	577,000.00
110-12-1201-401013	Seasonal	68,169.92	60,766.39	67,000.00
110-12-1201-401014	Part Time	8,268.77	24,479.37	24,000.00
110-12-1201-401018	On-Call Pay	9,531.04	9,609.78	11,000.00
	Salaries & Wages	4,067,177.84	3,898,985.31	4,299,000.00
110-12-1201-402010	Group Life Insurance	4,112.25	4,033.05	4,300.00
110-12-1201-402011	Health Insurance	885,640.21	941,472.00	1,130,000.00
110-12-1201-402020	Social Security	30,772.49	30,510.44	40,000.00
110-12-1201-402021	Medicare	54,673.63	52,404.11	62,000.00
110-12-1201-402030	Pension	75,260.35	69,691.41	86,000.00
110-12-1201-402031	Police Pension	612,484.14	579,358.04	634,000.00
110-12-1201-402050	Unemployment Compensation	3,666.00	1,441.22	5,000.00
110-12-1201-402060	Workers Compensation	195,902.15	148,879.92	96,000.00
110-12-1201-402070	Christmas Gifts	2,713.50	0.00	0.00
110-12-1201-402080	Compensated Absences	76,920.96	102,239.50	147,500.00
	Employee Benefits	1,942,145.68	1,930,029.69	2,204,800.00
110-12-1201-402101	Clothing Allotment	49,303.18	44,647.65	60,197.00
	Other Personnel Expense	49,303.18	44,647.65	60,197.00
110-12-1201-403201	Civil Service Testing	3,301.27	5,936.56	14,000.00
110-12-1201-403210	Education & Seminars	26,362.24	21,445.62	38,500.00
110-12-1201-403220	Books, Subscriptions & Members	10,183.68	11,179.55	11,100.00
110-12-1201-403310	Consulting & Technical	0.00	0.00	8,500.00
110-12-1201-403401	Special Investigations	21,186.50	12,711.25	25,000.00
110-12-1201-403410	K-9 Program	2,868.55	19,812.91	27,000.00
110-12-1201-404301	Maintenance Contracts	2,550.00	17,190.00	20,000.00
110-12-1201-404310	Building & Grounds Maintenance	670.59	428.08	6,000.00
110-12-1201-404311	Radio Expense	16,618.00	1,437.46	33,264.00
110-12-1201-404502	Firing Range Repairs	0.00	0.00	80,000.00
110-12-1201-404503	Outdoor Firing Range	0.00	584.70	500.00
110-12-1201-404706	Prisoner Boarding-County	86,965.00	49,930.78	100,000.00
110-12-1201-405301	Telephone	16,544.95	17,055.45	18,100.00
110-12-1201-405302	Cell Phones	20,918.28	29,123.22	34,000.00
110-12-1201-405801	Travel Expense	20,222.42	24,272.92	32,500.00
110-12-1201-406001	Office Supplies	17,084.76	11,902.63	21,500.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-12-1201-406101	Postage/Freight	7,883.99	8,980.82	9,500.00
110-12-1201-406110	D.A.R.E./PR	1,358.28	4,988.39	5,000.00
110-12-1201-406116	Camp F.E.A.T.	3,039.00	3,963.77	11,436.60
110-12-1201-406117	Camp Lite	5,875.42	3,962.05	5,000.00
	Facility & Equipment			
110-12-1201-406120	Maintenance Supplies	642.72	1,987.69	2,000.00
110-12-1201-406125	Vehicle Maintenance	53,153.50	64,060.60	80,000.00
110-12-1201-406130	Specialized Dept Supplies	27,085.80	21,187.52	30,525.00
110-12-1201-406131	Firing Range Budget	32,659.38	34,001.08	40,109.60
110-12-1201-406134	Evidence Supplies	13,415.62	11,378.57	15,150.00
110-12-1201-406136	Public Relations Supplies	8,485.00	5,978.50	6,000.00
110-12-1201-406203	Gas, Oil & Lube	83,583.45	89,551.93	110,000.00
	Operations & Maintenance	482,658.40	473,052.05	784,685.20
110-12-1201-407401	New Equipment Purchases	5,661.75	5,064.00	24,590.00
110-12-1201-407410	Replacement Equipment	46,541.50	20,359.09	37,580.00
110-12-1201-407420	Vehicle Purchases	700.00	183,642.92	147,350.00
110-12-1201-407440	Federal Forfeited Funds	8,175.00	315.40	0.00
110-12-1201-407427	Bureau Of Justice Grant	34,721.84	17,083.42	22,636.74
	Machinery & Equipment	95,800.09	226,464.83	232,156.74
110-12-1201-508305	Combined Comm Center	1,213,744.70	1,092,370.23	1,213,744.69
	Appropriation	1,213,744.70	1,092,370.23	1,213,744.69
	Police Department	7,850,829.89	7,665,549.76	8,794,583.63



# City of Rock Springs Final Budget 2018-2019

## Police Department Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary
Police Chief	73	9,539.00
Police Commander	64	8,296.00
Police Commander	64	8,296.00
Police Sergeant	57	6,924.00
Police Sergeant	57	6,569.00
Police Sergeant	57	6,410.00
Police Sergeant	57	6,410.00
Police Sergeant	57	6,410.00
Police Sergeant	57	6,410.00
Police Corporal	53	6,105.00
Police Corporal	53	6,105.00
Police Corporal	53	6,105.00
Police Corporal	53	6,105.00
Police Corporal	53	5,650.00
Police Corporal	53	5,311.00
Police Officer II	49	5,729.00
Police Officer II	49	5,729.00
Police Officer II	49	5,729.00
Police Officer II	49	5,729.00
Police Officer II	49	5,544.00
Police Officer II	49	5,381.00
Police Officer II	49	5,381.00
Police Officer II	49	5,315.00
Police Officer II	49	5,211.00
Police Officer II	49	5,211.00
Police Officer II	49	5,211.00
Police Officer II	49	5,211.00
Police Officer II	49	5,059.00
Police Officer II	49	5,058.00
Police Officer II	49	4,913.00
Police Officer II	49	4,913.00
Police Officer II	49	4,913.00
Police Officer II	49	4,796.00
Police Officer	48	5,588.00
Police Officer	48	4,542.00
Police Officer	48	4,542.00

## City of Rock Springs Final Budget 2018-2019

Police Officer	48	4,542.00
Police Officer	48	4,542.00
Police Officer	48	4,542.00
Police Officer	48	4,542.00
Police Officer	48	4,542.00
Police Officer	48	4,542.00
Police Officer	48	4,542.00
Police Officer	48	4,542.00
Police Officer -Vacant	48	4,542.00
Police Officer -Vacant	48	4,542.00
Police Officer -Vacant	48	4,542.00
Police Records Supervisor	44	4,323.00
Police Records Technician II	36	4,155.00
Police Records Technician II	36	4,155.00
Administrative Assistant	36	3,478.00
Senior Administrative Assistant	44	5,063.00
Evidence Coordinator	38	4,366.00
Assistant Evidence Technician	36	3,327.00
Parking Control Control/Nuisance Officer	34	3,628.00
Parking Control Control/Nuisance Officer	34	3,582.00
Community Service Officer	34	3,167.00

### Seasonal Positions

9 Crossing Guards - Seasonal	39.45
Crossing Guard - Sub	39.45

### Part Time Positions

Police Records Technician I	16.80
-----------------------------	-------

### New Equipment Purchases

Keyless Door Entry (8)	18,950.00
K9 First Aid Kits (2)	500.00
Radar Sign	4,100.00
Rangefinders (2)	1,040.00
Total	24,590.00

### Replacement Equipment

Portable Radios & Extended Mics (5)	23,000.00
K9 Car Cages and Equipment	12,400.00
.308 Rifles (2)	2,180.00
Total	37,580.00

**City of Rock Springs  
Final Budget 2018-2019**

Firing Range Renovation	80,000.00
-------------------------	-----------

**Vehicle Purchases**

Patrol and Unmarked Vehicles	147,350.00
------------------------------	------------

Bureau of Justice Grant - Carryover FY18	22,636.74
------------------------------------------	-----------

Combined Communication Center - annual JPB appropriation	1,213,744.69
----------------------------------------------------------	--------------

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Animal Control

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-12-1202-401011	Regular	128,119.45	107,794.43	150,000.00
110-12-1202-401012	Overtime	27,412.60	27,004.26	32,000.00
110-12-1202-401013	Seasonal	3,900.00	6,015.00	5,000.00
110-12-1202-401014	Part Time	5,492.01	24,334.14	28,000.00
	Salaries & Wages	164,924.06	165,147.83	215,000.00
110-12-1202-402010	Group Life Insurance	183.72	141.48	150.00
110-12-1202-402011	Health Insurance	30,581.20	27,283.36	53,500.00
110-12-1202-402020	Social Security	10,172.21	10,234.55	14,000.00
110-12-1202-402021	Medicare	2,379.00	2,393.56	3,200.00
110-12-1202-402030	Pension	25,863.09	22,244.96	37,000.00
110-12-1202-402050	Unemployment Compensation	0.00	0.00	500.00
110-12-1202-402060	Workers Compensation	8,241.15	6,540.05	5,000.00
110-12-1202-402070	Christmas Gifts	150.75	0.00	0.00
110-12-1202-402080	Compensated Absences	3,326.19	3,924.93	6,000.00
	Employee Benefits	80,897.31	72,762.89	119,350.00
110-12-1202-402101	Clothing Allotment	1,187.95	1,174.99	1,500.00
	Other Personnel Expense	1,187.95	1,174.99	1,500.00
110-12-1202-403210	Education & Seminars	0.00	595.00	6,000.00
110-12-1202-404111	Water	689.93	736.13	750.00
110-12-1202-404112	Sewer	497.13	874.65	900.00
110-12-1202-404310	Building & Grounds Maintenance	11,350.42	17,201.00	6,000.00
110-12-1202-404704	Canine Neuter/Spay Incentive	19,446.92	25,116.52	22,000.00
110-12-1202-405301	Telephone	704.53	697.79	900.00
110-12-1202-405302	Cell Phones	814.68	1,255.42	1,300.00
110-12-1202-405801	Travel Expense	0.00	949.98	250.00
110-12-1202-406101	Postage/Freight	0.00	8.45	0.00
110-12-1202-406120	Facility & Equip. Maint. Supplies	580.90	2,072.31	2,000.00
110-12-1202-406130	Specialized Dept Supplies	8,980.02	13,945.85	15,000.00
110-12-1202-406201	Natural Gas	4,642.26	4,358.24	5,000.00
110-12-1202-406202	Electricity	3,196.09	2,380.09	3,500.00
110-12-1202-406203	Gas, Oil & Lube	3,978.70	3,990.44	6,900.00
	Operations & Maintenance	54,881.58	74,181.87	70,500.00
	Animal Control	301,890.90	313,267.58	406,350.00

**City of Rock Springs  
Final Budget 2018-2019**

**Animal Control Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Animal Control Supervisor	47	5,449.00
Animal Control Officer II	40	3,727.00
Animal Control Assistant	36	3,327.00
Summer Seasonal	480 hrs	10.00 per hour

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Emergency Management

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-12-1204-403210	Education & Seminars	320.10	0.00	500.00
110-12-1204-405302	Cell Phones	435.90	436.28	600.00
110-12-1204-405801	Travel Expense	0.00	64.11	500.00
110-12-1204-406001	Office Supplies	0.00	0.00	500.00
110-12-1204-406103	Emergency Management	10,659.00	1,968.17	10,000.00
	Facility & Equipment			
110-12-1204-406120	Maintenance Supplies	0.00	618.16	1,000.00
110-12-1204-406202	Electricity	958.16	903.75	1,000.00
	Operations & Maintenance	12,373.16	3,990.47	14,100.00
110-12-1204-407401	New Equipment Purchases	0.00	0.00	3,000.00
110-12-1204-407425	Regional Response Team	88,769.59	66,380.06	234,620.00
	Machinery & Equipment	88,769.59	66,380.06	237,620.00
	Emergency Management	101,142.75	70,370.53	251,720.00

**City of Rock Springs  
Final Budget 2018-2019**

**Emergency Management Notes**

Regional Response Team Grant - Carryover FY18	219,620.00
-----------------------------------------------	------------

# City of Rock Springs

## Final Budget 2018-2019

### General Fund Fire Department

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-12-1205-401011	Regular	2,493,265.69	2,539,395.57	2,650,000.00
110-12-1205-401012	Overtime	386,405.57	494,539.61	501,000.00
	Salaries & Wages	2,879,671.26	3,033,935.18	3,151,000.00
110-12-1205-402010	Group Life Insurance	2,645.64	2,639.13	2,800.00
110-12-1205-402011	Health Insurance	626,353.69	683,959.62	760,000.00
110-12-1205-402020	Social Security	3,574.33	3,531.52	4,000.00
110-12-1205-402021	Medicare	37,158.00	39,163.53	47,500.00
110-12-1205-402030	Pension	10,036.44	9,997.99	11,000.00
110-12-1205-402032	Firemens Pension	490,238.41	513,924.65	584,000.00
110-12-1205-402050	Unemployment Compensation	0.00	0.00	500.00
110-12-1205-402060	Workers Compensation	134,602.27	114,423.41	70,000.00
110-12-1205-402070	Christmas Gifts	1,708.50	0.00	0.00
110-12-1205-402080	Compensated Absences	10,221.59	20,318.55	55,000.00
	Employee Benefits	1,316,538.87	1,387,958.40	1,534,800.00
110-12-1205-402101	Clothing Allotment	17,637.98	24,381.58	22,819.12
110-12-1205-402104	Sick Leave Reserve	0.00	10,587.60	30,000.00
110-12-1205-402203	Physicals/Blood Tests	15,263.00	22,392.72	30,000.00
	Other Personnel Expense	32,900.98	57,361.90	82,819.12
110-12-1205-403210	Education & Seminars	6,712.97	11,207.51	14,316.00
110-12-1205-403220	Books, Subscriptions & Members	2,700.28	3,972.59	6,000.00
110-12-1205-403310	Consulting & Technical	0.00	4,125.00	1,375.00
110-12-1205-404111	Water	2,652.84	2,687.76	3,100.00
110-12-1205-404112	Sewer	1,265.67	1,285.78	1,400.00
110-12-1205-404301	Maintenance Contracts	1,084.00	2,074.00	3,200.00
110-12-1205-404310	Building & Grounds Maintenance	13,817.42	9,502.84	20,000.00
110-12-1205-404600	Laundry Service/Uniforms	3,293.66	504.48	700.00
110-12-1205-405301	Telephone	10,457.46	10,869.04	12,000.00
110-12-1205-405302	Cell Phones	1,680.85	1,668.84	1,800.00
110-12-1205-405500	Printing & Binding	0.00	0.00	500.00
110-12-1205-405801	Travel Expense	2,606.60	2,832.13	10,000.00
110-12-1205-406001	Office Supplies	617.74	689.36	1,200.00
110-12-1205-406101	Postage/Freight	79.48	435.48	700.00
110-12-1205-406112	Arson Task Force	0.00	0.00	900.00
110-12-1205-406113	Fire Prevention	6,279.26	5,995.68	8,557.00



**City of Rock Springs**  
**Final Budget 2018-2019**

110-12-1205-406114	Hazardous Mat Training	0.00	0.00	1,000.00
110-12-1205-406115	Safety Seat Program	977.52	1,770.62	2,000.00
	Facility & Equipment			
110-12-1205-406120	Maintenance Supplies	35,277.79	42,582.96	20,000.00
110-12-1205-406125	Vehicle Maintenance	0.00	0.00	20,000.00
110-12-1205-406130	Specialized Dept Supplies	43,499.94	41,256.91	47,111.30
110-12-1205-406201	Natural Gas	9,877.88	9,663.81	9,800.00
110-12-1205-406202	Electricity	12,520.15	9,967.67	12,000.00
110-12-1205-406203	Gas, Oil & Lube	20,203.57	26,167.85	20,000.00
	Operations & Maintenance	175,605.08	189,260.31	217,659.30
110-12-1205-407202	Building Improvements	0.00	0.00	18,759.00
	Buildings	0.00	0.00	18,759.00
110-12-1205-407401	New Equipment Purchases	8,545.95	2,182.50	9,100.00
110-12-1205-407410	Replacement Equipment	3,309.88	8,278.11	4,863.00
110-12-1205-407420	Vehicle Purchases	1,133,422.31	0.00	250,000.00
110-12-1205-407830	Equipment Reserve	0.00	0.00	5,000.00
110-12-1205-407840	Fire Engine Repl-6 Year Reserve	0.00	0.00	5,000.00
	Machinery & Equipment	1,145,278.14	10,460.61	273,963.00
	Fire Department	5,549,994.33	4,678,976.40	5,279,000.42

# City of Rock Springs Final Budget 2018-2019

## Fire Department Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary
Fire Chief	73	9,559.00
Fire Battalion Chief/Inspector	61	7,870.00
Fire Battalion Chief	61	7,870.00
Fire Battalion Chief	61	7,870.00
Fire Battalion Chief	61	7,287.00
Fire Captain	57	7,129.00
Fire Captain	57	7,129.00
Fire Captain	57	7,129.00
Fire Captain	57	6,853.00
Fire Captain	57	6,853.00
Fire Captain	57	6,267.00
Fire Captain	57	6,267.00
Fire Captain	57	6,086.00
Fire Captain	57	6,084.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,711.00
Firefighter	48	5,221.00
Firefighter	48	4,919.00
Firefighter	48	4,919.00
Firefighter	48	4,777.00
Firefighter	48	4,637.00
Firefighter	48	4,637.00
Firefighter	48	4,637.00
Firefighter	48	4,637.00
Firefighter	48	4,637.00
Senior Administrative Assistant	44	5,063.00

**City of Rock Springs  
Final Budget 2018-2019**

**New Equipment**

Portable Pump for Wildland Fire Suppression Operations	1,600.00
Miscellaneous Wildland Equipment	4,400.00
Binder Lift	3,100.00
Total	9,100.00

**Replacement Equipment**

Seating for Fire Station 3	3,500.00
Weight Benches	1,000.00
Detecto Physician Scales	363.00
Total	4,863.00

**Vehicle Purchases**

Repower Engine-2	90,000.00
Repower/refurbish Engine-1	160,000.00
Total	250,000.00

**Building Improvements**

New Sliding Glass Door Station 3	2,000.00
Solar Installation on Headquarters Fire Station	16,759.00
Total	18,759.00

**Reserves**

Equipment Reserve	5,000.00
Fire Engine Repl-6 Year Reserve	5,000.00
Total	10,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Administration/Engineering

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-13-1301-401011	Regular	300,877.79	299,875.06	307,000.00
	Salaries & Wages	300,877.79	299,875.06	307,000.00
110-13-1301-402010	Group Life Insurance	234.36	234.36	250.00
110-13-1301-402011	Health Insurance	64,247.74	75,091.92	76,400.00
110-13-1301-402020	Social Security	17,701.41	17,401.51	20,500.00
110-13-1301-402021	Medicare	4,139.86	4,069.78	5,000.00
110-13-1301-402030	Pension	50,005.89	49,814.36	55,000.00
110-13-1301-402050	Unemployment Compensation	0.00	0.00	500.00
110-13-1301-402060	Workers Compensation	14,389.19	11,346.58	7,200.00
110-13-1301-402070	Christmas Gifts	150.75	0.00	0.00
110-13-1301-402080	Compensated Absences	0.00	0.00	10,000.00
	Employee Benefits	150,869.20	157,958.51	174,850.00
110-13-1301-403210	Education & Seminars	514.25	0.00	3,500.00
110-13-1301-403220	Books, Subscriptions & Members	462.00	647.00	1,000.00
110-13-1301-403310	Consulting & Technical	38,953.05	9,993.75	162,268.26
110-13-1301-404301	Maintenance Contracts	19,094.07	18,805.08	20,000.00
110-13-1301-405301	Telephone	733.58	755.67	1,100.00
110-13-1301-405302	Cell Phones	1,307.70	1,308.84	1,600.00
110-13-1301-405500	Printing & Binding	0.00	0.00	50.00
110-13-1301-405801	Travel Expense	164.49	40.45	5,000.00
110-13-1301-406001	Office Supplies	1,029.56	1,136.73	2,500.00
110-13-1301-406101	Postage/Freight	10.94	61.60	150.00
	Facility & Equipment			
110-13-1301-406120	Maintenance Supplies	1,237.83	1,944.57	2,500.00
110-13-1301-406130	Specialized Dept Supplies	418.59	339.95	1,000.00
110-13-1301-406203	Gas, Oil & Lube	1,446.88	1,401.81	3,000.00
	Operations & Maintenance	65,372.94	36,435.45	203,668.26
110-13-1301-508401	GIS System	10,250.00	26,692.00	223,044.65
	Capital Projects	10,250.00	26,692.00	223,044.65
	Administration/Engineering	527,369.93	520,961.02	908,562.91

**City of Rock Springs  
Final Budget 2018-2019**

**Administration/Engineering Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Director of Engineering & Operations	73	10,361.00
City Engineer	68	7,988.00
Civil Engineer I	60	7,101.00
<b>GIS System</b>		
Carryover FY18		25,791.15
Fiscal Year 2019 Updates		100,000.00
Total		125,791.15

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Street Department

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-13-1303-401011	Regular	658,569.94	633,614.03	665,000.00
110-13-1303-401012	Overtime	13,174.34	6,889.43	26,500.00
110-13-1303-401013	Seasonal	0.00	0.00	5,000.00
110-13-1303-401018	On-Call Pay	8,820.98	8,372.39	15,000.00
	Salaries & Wages	680,565.26	648,875.85	711,500.00
110-13-1303-402010	Group Life Insurance	828.61	847.71	900.00
110-13-1303-402011	Health Insurance	169,511.66	194,660.38	205,000.00
110-13-1303-402020	Social Security	41,428.99	38,254.35	47,000.00
110-13-1303-402021	Medicare	9,689.11	8,946.58	11,500.00
110-13-1303-402030	Pension	112,732.52	108,118.09	127,000.00
110-13-1303-402050	Unemployment Compensation	0.00	0.00	3,000.00
110-13-1303-402060	Workers Compensation	33,643.38	24,647.48	16,500.00
110-13-1303-402070	Christmas Gifts	552.75	0.00	0.00
110-13-1303-402080	Compensated Absences	16,477.94	4,156.62	10,000.00
	Employee Benefits	384,864.96	379,631.21	420,900.00
110-13-1303-402103	Safety Clothing	748.55	1,519.95	4,335.00
	Other Personnel Expense	748.55	1,519.95	4,335.00
110-13-1303-403210	Education & Seminars	0.00	0.00	2,000.00
110-13-1303-404111	Water	4,079.54	4,067.79	5,800.00
110-13-1303-404112	Sewer	777.51	678.49	1,000.00
110-13-1303-404310	Building & Grounds Maintenance	27,877.89	24,436.01	25,000.00
110-13-1303-404600	Laundry Service/Uniforms	4,603.28	2,984.47	4,500.00
110-13-1303-405301	Telephone	1,404.93	1,469.00	2,000.00
110-13-1303-405302	Cell Phones	814.68	819.06	1,000.00
110-13-1303-405801	Travel Expense	0.00	0.00	200.00
110-13-1303-406001	Office Supplies	0.00	16.48	500.00
110-13-1303-406101	Postage/Freight	6.47	2.30	250.00
	Facility & Equipment			
110-13-1303-406120	Maintenance Supplies	59,002.87	78,034.10	49,500.00
110-13-1303-406125	Vehicle Maintenance	0.00	0.00	38,500.00
110-13-1303-406130	Specialized Dept Supplies	164,520.82	180,613.33	260,500.00
110-13-1303-406201	Natural Gas	9,580.86	11,412.21	12,000.00
110-13-1303-406202	Electricity	18,881.97	13,785.88	25,000.00
110-13-1303-406203	Gas, Oil & Lube	59,155.53	52,435.15	72,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-13-1303-406204	Street Lighting	305,101.54	299,789.76	372,200.00
110-13-1303-406205	Street Light Replacement	76,051.50	14,385.50	50,000.00
	Operations & Maintenance	731,859.39	684,929.53	921,950.00
110-13-1303-407101	Street Rehab Program	32,760.00	0.00	125,000.00
110-13-1303-407102	ADA Concrete Project	0.00	0.00	200,000.00
110-13-1303-407106	Crack Sealing	93,964.70	47,021.25	100,120.70
110-13-1303-407107	Channel Cleaning/Improvement	0.00	509.97	30,000.00
110-13-1303-407108	Street Overlay	2,294,446.73	1,038,129.55	1,032,985.89
110-13-1303-407109	Concrete Replacement	643,156.52	494,449.99	982,479.00
	Highway Projects	3,064,327.95	1,580,110.76	2,470,585.59
110-13-1303-407401	New Equipment Purchases	159,800.00	11,407.69	60,000.00
110-13-1303-407410	Replacement Equipment	0.00	80.56	0.00
110-13-1303-407830	Equipment Reserve	0.00	0.00	50,000.00
	Machinery & Equipment	159,800.00	11,488.25	110,000.00
110-13-1303-507102	Consensus List Projects	1,397.50	0.00	0.00
110-13-1303-507108	ARS Projects	29,418.69	206.48	160,213.97
110-13-1303-507121	Traffic Considerations	31,598.00	0.00	50,000.00
110-13-1303-507128	Stormwater Rehab Fund	284,814.38	0.00	648,544.12
110-13-1303-507145	Bunning Park Rehabilitation Project	0.00	19,362.00	649,138.00
110-13-1303-507205	Capital Facilities Tax Projects	202,344.34	0.00	0.00
	Capital Projects	549,572.91	19,568.48	1,507,896.09
	Street Department	5,571,739.02	3,326,124.03	6,147,166.68

# City of Rock Springs Final Budget 2018-2019

## Street Department Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary
Street Maintenance Superintendent	61	7,570.00
Maintenance Crew Supervisor	51	6,019.00
Street Maintenance Worker II	46	4,549.00
Streets Maintenance Worker I	40	4,586.00
Streets Maintenance Worker I	40	4,206.00
Streets Maintenance Worker I	40	4,206.00
Streets Maintenance Worker I	40	4,073.00
Streets Maintenance Worker I	40	4,073.00
Streets Maintenance Worker I	40	3,825.00
Streets Maintenance Worker I	40	3,727.00
Streets Maintenance Worker I	40	3,727.00
Streets Maintenance Worker I	40	3,727.00
3 Month Seasonal		480 hrs/yr
<b>New Equipment Purchases</b>		
Sid Dump Trailer		60,000.00
Total		60,000.00
Stormwater Rehab Fund - Carryover FY18		648,544.12
Bunning Park Rehab - Carryover FY18		48,638.00



**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Cemetery

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-13-1304-401011	Regular	165,504.50	138,516.43	186,000.00
110-13-1304-401012	Overtime	6,619.62	3,134.59	7,500.00
110-13-1304-401013	Seasonal	64,325.65	56,755.07	76,000.00
	Salaries & Wages	236,449.77	198,406.09	269,500.00
110-13-1304-402010	Group Life Insurance	195.30	156.24	175.00
110-13-1304-402011	Health Insurance	32,267.45	25,030.64	54,000.00
110-13-1304-402020	Social Security	14,426.87	12,243.08	17,500.00
110-13-1304-402021	Medicare	3,374.04	2,863.29	4,100.00
110-13-1304-402030	Pension	28,374.82	23,686.57	33,500.00
110-13-1304-402050	Unemployment Compensation	4,901.80	3,816.00	5,000.00
110-13-1304-402060	Workers Compensation	11,630.69	7,750.99	6,200.00
110-13-1304-402070	Christmas Gifts	150.75	0.00	0.00
110-13-1304-402080	Compensated Absences	448.32	2,356.20	5,000.00
	Employee Benefits	95,770.04	77,903.01	125,475.00
110-13-1304-402103	Safety Clothing	568.75	473.48	1,000.00
	Other Personnel Expense	568.75	473.48	1,000.00
110-13-1304-403210	Education & Seminars	0.00	90.00	1,000.00
110-13-1304-404111	Water	1,338.05	1,269.02	1,600.00
110-13-1304-404112	Sewer	255.22	176.95	300.00
110-13-1304-404310	Building & Grounds Maintenance	22,795.18	27,494.15	48,242.00
110-13-1304-404600	Laundry Service/Uniforms	2,290.03	884.36	2,500.00
110-13-1304-405301	Telephone	1,492.53	1,496.52	2,000.00
110-13-1304-405302	Cell Phones	757.56	765.56	1,000.00
110-13-1304-405801	Travel Expense	0.00	266.10	1,000.00
110-13-1304-406101	Postage/Freight	18.67	6.44	100.00
	Facility & Equipment			
110-13-1304-406120	Maintenance Supplies	12,789.35	5,625.71	14,200.00
110-13-1304-406125	Vehicle Maintenance	0.00	0.00	14,000.00
110-13-1304-406130	Specialized Dept Supplies	2,260.49	1,188.93	9,500.00
110-13-1304-406138	Weed Chemicals	0.00	8,646.76	7,000.00
110-13-1304-406201	Natural Gas	2,179.57	2,265.40	3,000.00
110-13-1304-406202	Electricity	17,251.56	14,820.44	20,000.00
110-13-1304-406203	Gas, Oil & Lube	9,582.21	7,923.03	13,000.00
	Operations & Maintenance	73,010.42	72,919.37	138,442.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-13-1304-407401	New Equipment Purchases	0.00	569.00	5,000.00
110-13-1304-407410	Replacement Equipment	0.00	18,122.65	97,500.00
	Machinery & Equipment	0.00	18,691.65	102,500.00
110-13-1304-507203	Washington Tank Repairs	0.00	0.00	0.00
110-13-1304-507407	Cemetery Improvements	20,916.50	21,816.50	160,000.00
110-13-1304-507409	Weed Mitigation	61,723.30	78,980.00	126,795.00
	Capital Projects	82,639.80	100,796.50	286,795.00
	Cemetery	488,438.78	469,190.10	923,712.00

# City of Rock Springs Final Budget 2018-2019

## Cemetery Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary	
Cemetery & Weed Supervisor	57	6,979.00	
Cemetery Maintenance Worker II	46	4,731.00	
Cemetery Maintenance Worker I	40	3,672.00	
<b>Seasonal Positions</b>			
5 6-Month Seasonal	1040 hrs/ea	5200	total hrs/yr
5 3-Month Seasonal	600 hrs/ea	3000	total hrs/yr
<b>New Equipment Purchases</b>			
Plow for Truck		5,000.00	
Total		5,000.00	
<b>Replacement Equipment</b>			
Zero turn mower		17,500.00	
Utility truck		50,000.00	
Cushman Utility Vehicle		30,000.00	
Total		97,500.00	
<b>Cemetery Improvements</b>			
Rehabilitation of water storage pond at dog park		25,000.00	
Three columbarium sections		135,000.00	
Total		160,000.00	

# City of Rock Springs Final Budget 2018-2019

General Fund  
Parks

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-14-1401-401011	Regular	306,275.03	277,823.68	282,000.00
110-14-1401-401012	Overtime	759.76	508.75	0.00
110-14-1401-401013	Seasonal	119,183.59	109,880.61	133,800.00
110-14-1401-401014	Part Time	25,214.75	29,887.50	32,200.00
110-14-1401-401018	On-Call Pay	3,157.83	3,178.08	4,000.00
	Salaries & Wages	454,590.96	421,278.62	452,000.00
110-14-1401-402010	Group Life Insurance	377.58	312.48	325.00
110-14-1401-402011	Health Insurance	92,199.28	86,606.16	93,000.00
110-14-1401-402020	Social Security	27,898.59	25,575.71	30,000.00
110-14-1401-402021	Medicare	6,524.73	5,981.38	7,500.00
110-14-1401-402030	Pension	52,981.22	48,020.02	52,500.00
110-14-1401-402050	Unemployment Compensation	20,363.27	17,405.05	22,000.00
110-14-1401-402060	Workers Compensation	22,636.17	16,169.48	10,500.00
110-14-1401-402070	Christmas Gifts	251.25	0.00	0.00
110-14-1401-402080	Compensated Absences	11,685.39	7,154.30	16,000.00
	Employee Benefits	234,917.48	207,224.58	231,825.00
110-14-1401-403210	Education & Seminars	0.00	1,450.00	1,500.00
110-14-1401-403220	Books, Subscriptions & Members	1,037.00	1,072.00	1,182.00
110-14-1401-404111	Water	225,167.44	197,483.73	255,000.00
110-14-1401-404112	Sewer	708.13	768.40	1,000.00
110-14-1401-404310	Building & Grounds Maintenance	22,966.93	48,911.30	60,000.00
110-14-1401-404600	Laundry Service/Uniforms	1,342.00	1,009.00	2,500.00
110-14-1401-405301	Telephone	3,077.19	3,078.27	3,500.00
110-14-1401-405302	Cell Phones	1,842.14	1,592.40	1,800.00
110-14-1401-405801	Travel Expense	0.00	723.72	1,500.00
110-14-1401-406001	Office Supplies	802.65	104.89	1,000.00
110-14-1401-406101	Postage/Freight	6.98	4.61	100.00
	Facility & Equipment			
110-14-1401-406120	Maintenance Supplies	32,309.41	53,400.27	39,000.00
110-14-1401-406125	Vehicle Maintenance	0.00	0.00	18,000.00
110-14-1401-406130	Specialized Dept Supplies	53,621.85	70,751.40	69,950.00
110-14-1401-406201	Natural Gas	17,433.29	19,187.24	20,000.00
110-14-1401-406202	Electricity	30,968.44	25,619.56	30,000.00
110-14-1401-406203	Gas, Oil & Lube	16,401.65	15,037.70	20,000.00
110-14-1401-407302	Fees In Lieu Of Parks	0.00	0.00	1,514.08

**City of Rock Springs**  
**Final Budget 2018-2019**

	Operations & Maintenance	407,685.10	440,194.49	527,546.08
110-14-1401-407401	New Equipment Purchases	5,200.00	699.95	0.00
110-14-1401-407410	Replacement Equipment	0.00	1,915.00	20,000.00
	Machinery & Equipment	5,200.00	2,614.95	20,000.00
110-14-1401-507305	Rahonce Park/Skate Park	0.00	0.00	3,638.00
110-14-1401-507315	Parks Improvements	29,000.00	24,985.25	25,000.00
	Capital Projects	29,000.00	24,985.25	28,638.00
	Parks	1,131,393.54	1,096,297.89	1,260,009.08

# City of Rock Springs Final Budget 2018-2019

## Parks Notes

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Park Superintendent	61	7,704.00
Maintenance Crew Supervisor	51	6,019.00
Irrigation Specialist	44	5,063.00
Irrigation Specialist	44	4,643.00
Park Maintenance Worker *	40	0.00

*\* Position is authorized, but defunded for FY2019*

### Seasonal Positions

11 6-Month Seasonal Employees	960 hrs/ea	10560
4 3-Month Seasonal Employees	480 hrs/ea	1920

### Part-time Positions

2 Part-time - 28 hrs per week	1456 hrs/ea	2912
-------------------------------	-------------	------

### Replacement Equipment

Walking Mowers		20,000.00
Total		20,000.00

Rahonce Park/ Skate Park - Carryover FY18		3,638.00
-------------------------------------------	--	----------

### Parks Improvements

YWCA Landscaping		25,000.00
------------------	--	-----------

# City of Rock Springs Final Budget 2018-2019

General Fund  
Golf Course

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-14-1402-401011	Regular	445,728.64	438,807.00	504,000.00
110-14-1402-401012	Overtime	6,554.34	6,647.92	6,000.00
110-14-1402-401013	Seasonal	197,644.94	197,470.43	208,000.00
110-14-1402-401018	On-Call Pay	733.32	396.45	3,000.00
	Salaries & Wages	650,661.24	643,321.80	721,000.00
110-14-1402-402010	Group Life Insurance	532.08	532.08	550.00
110-14-1402-402011	Health Insurance	136,142.44	153,934.30	190,000.00
110-14-1402-402020	Social Security	39,105.73	38,260.95	46,000.00
110-14-1402-402021	Medicare	9,145.80	8,948.18	11,500.00
110-14-1402-402030	Pension	74,429.99	73,134.31	84,500.00
110-14-1402-402050	Unemployment Compensation	26,760.50	21,546.71	28,000.00
110-14-1402-402060	Workers Compensation	31,512.61	23,799.78	16,500.00
110-14-1402-402070	Christmas Gifts	351.75	0.00	0.00
110-14-1402-402080	Compensated Absences	7,199.48	4,522.80	10,000.00
	Employee Benefits	325,180.38	324,679.11	387,050.00
110-14-1402-403210	Education & Seminars	285.00	250.00	1,500.00
110-14-1402-403220	Books, Subscriptions & Members	844.00	1,260.00	1,500.00
110-14-1402-403310	Consulting & Technical	0.00	990.00	990.00
110-14-1402-404101	Television	900.44	1,018.94	972.00
110-14-1402-404111	Water	4,301.82	4,559.20	9,200.00
110-14-1402-404112	Sewer	7,607.91	3,530.40	3,700.00
110-14-1402-404301	Maintenance Contracts	0.00	0.00	0.00
110-14-1402-404310	Building & Grounds Maintenance	38,506.65	106,392.31	38,038.00
110-14-1402-404600	Laundry Service/Uniforms	665.31	521.68	1,500.00
110-14-1402-405301	Telephone	3,738.59	3,845.70	4,000.00
110-14-1402-405302	Cell Phones	1,517.83	1,153.70	1,500.00
110-14-1402-405403	Promotional Advertising	728.84	715.00	1,500.00
110-14-1402-405801	Travel Expense	231.08	51.50	1,200.00
110-14-1402-406001	Office Supplies	1,428.91	1,655.94	1,800.00
110-14-1402-406101	Postage/Freight	56.70	121.08	250.00
	Facility & Equipment			
110-14-1402-406120	Maintenance Supplies	70,040.06	73,970.08	74,612.15
110-14-1402-406130	Specialized Dept Supplies	51,586.43	86,637.21	98,543.00
110-14-1402-406133	Special Projects	89,815.25	113,560.86	100,698.59
110-14-1402-406201	Natural Gas	16,384.81	16,484.88	18,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-14-1402-406202	Electricity	162,205.85	129,333.32	163,000.00
110-14-1402-406203	Gas, Oil & Lube	21,025.01	24,959.73	33,500.00
	Operations & Maintenance	471,870.49	571,011.53	556,003.74
110-14-1402-407202	Building Improvements	7,475.02	10,001.92	8,000.00
	Buildings	7,475.02	10,001.92	8,000.00
110-14-1402-407401	New Equipment Purchases	0.00	10,650.00	10,000.00
110-14-1402-407410	Replacement Equipment	2,885.76	679.99	72,000.00
110-14-1402-407420	Vehicle Purchases	0.00	0.00	0.00
110-14-1402-407845	Golf Cart Replacement Reserve	0.00	204,612.00	40,000.00
	Machinery & Equipment	2,885.76	215,941.99	122,000.00
	Golf Course	1,458,072.89	1,764,956.35	1,794,053.74



# City of Rock Springs Final Budget 2018-2019

## Golf Course Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary	Monthly Add Pays
Recreation Complex Superintendent	61	7,183.00	
Golf Professional	57	6,310.00	
Maintenance Crew Supervisor	51	5,189.00	
Maintenance Crew Supervisor	51	5,037.00	
Equipment Mechanic	48	4,542.00	367.50
Irrigation Specialist	44	4,585.00	
Irrigation Specialist	44	4,238.00	
Apprentice/Assistant Golf Pro	35	3,246.00	
Security		300.00	
<b>Seasonal Positions</b>			
11 6-Month Seasonal	960 hrs/ea	10560	total hrs/yr
5 3-Month Seasonal	480 hrs/ea	2400	total hrs/yr
Apprentice/Assistant Golf Pro*	35	960	Hrs/Yr
3 Pro Shop Attendants	960 hrs/ea	2880	Hrs/Yr
2 Driving Range Employees	840 hrs/ea	1680	total hrs/yr
*Apprentice/Assistant Golf Pro will move from part-time to full-time after golf season			
<b>Part-time Positions</b>			
Equipment Mechanic	1456 hrs/ea	1456	total hrs/yr
<b>Building Improvements</b>			
Clubhouse upkeep		8,000.00	
<b>New Equipment</b>			
Launch Monitor		10,000.00	
Total		10,000.00	
<b>Replacement Equipment</b>			
Rough unit (wide area)		72,000.00	
Total		72,000.00	

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Civic Center

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-14-1404-401011	Regular	489,650.85	460,210.01	465,000.00
110-14-1404-401012	Overtime	4,768.71	5,995.32	12,000.00
110-14-1404-401013	Seasonal	50,665.31	46,957.14	56,000.00
110-14-1404-401014	Part Time	110,326.94	109,354.55	145,000.00
110-14-1404-401018	On-Call Pay	1,862.38	1,985.56	1,800.00
	Salaries & Wages	657,274.19	624,502.58	679,800.00
110-14-1404-402010	Group Life Insurance	676.74	630.45	650.00
110-14-1404-402011	Health Insurance	144,569.71	157,134.75	175,000.00
110-14-1404-402020	Social Security	38,738.92	36,786.78	43,000.00
110-14-1404-402021	Medicare	9,060.01	8,603.36	10,500.00
110-14-1404-402030	Pension	82,336.13	77,767.79	83,500.00
110-14-1404-402050	Unemployment Compensation	0.00	0.00	3,000.00
110-14-1404-402060	Workers Compensation	29,685.53	22,363.05	15,500.00
110-14-1404-402070	Christmas Gifts	1,206.00	0.00	0.00
110-14-1404-402080	Compensated Absences	232.11	3,981.41	4,000.00
	Employee Benefits	306,505.15	307,267.59	335,150.00
110-14-1404-403210	Education & Seminars	210.00	1,380.00	1,800.00
110-14-1404-403220	Books, Subscriptions & Members	364.00	99.00	700.00
110-14-1404-403310	Consulting & Technical	2,050.00	0.00	6,500.00
110-14-1404-404101	Television	789.39	826.46	780.00
110-14-1404-404111	Water	3,528.90	3,709.12	5,400.00
110-14-1404-404112	Sewer	5,375.53	4,969.76	5,300.00
110-14-1404-404301	Maintenance Contracts	3,859.73	3,478.61	3,000.00
110-14-1404-404310	Building & Grounds Maintenance	22,422.27	24,367.46	25,350.00
110-14-1404-404600	Laundry Service/Uniforms	1,499.61	1,341.68	2,600.00
110-14-1404-404708	Fireworks	0.00	0.00	35,000.00
110-14-1404-405301	Telephone	4,126.50	3,972.07	4,000.00
110-14-1404-405302	Cell Phones	1,811.51	2,304.50	2,250.00
110-14-1404-405403	Promotional Advertising	5,412.08	7,201.75	12,500.00
110-14-1404-405500	Printing & Binding	1,937.66	2,249.51	3,200.00
110-14-1404-405801	Travel Expense	0.00	265.64	0.00
110-14-1404-406001	Office Supplies	3,369.25	2,713.98	4,600.00
110-14-1404-406101	Postage/Freight	159.27	149.77	400.00
	Facility & Equipment			
110-14-1404-406120	Maintenance Supplies	25,682.30	54,054.62	50,344.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-14-1404-406130	Specialized Dept Supplies	14,972.66	14,973.64	33,877.00
110-14-1404-406132	Recreation Projects	8,372.78	9,628.02	17,650.00
110-14-1404-406133	Special Projects	0.00	414.00	750.00
110-14-1404-406201	Natural Gas	36,786.57	33,900.50	41,500.00
110-14-1404-406202	Electricity	46,182.98	44,968.69	47,000.00
110-14-1404-406203	Gas, Oil & Lube	1,879.65	1,806.87	3,500.00
	Operations & Maintenance	190,792.64	218,775.65	308,001.00
110-14-1404-407401	New Equipment Purchases	548.80	0.00	0.00
110-14-1404-407410	Replacement Equipment	0.00	0.00	16,000.00
	Machinery & Equipment	548.80	0.00	16,000.00
	Civic Center	1,155,120.78	1,150,545.82	1,338,951.00

# City of Rock Springs Final Budget 2018-2019

## Civic Center Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary
Recreation Center Supervisor	61	7,421.00
Senior Recreation Supervisor	47	5,250.00
Building Maintenance Mechanic II*	46	0.00
Recreation Supervisor	40	4,586.00
Recreation Supervisor	40	4,073.00
Recreation Supervisor	40	3,727.00
Recreation Specialist	33	0.00
Janitor	27	2,955.00
Janitor	27	2,786.00
Lifeguard/Instructor	31	3,672.00
Administrative Assistant	36	4,155.00

*\*Position is authorized, but defunded for FY2019*

### Part Time Positions

Substitute Janitor		780	hrs/yr
6 Aerobics Instructors (include one substitute)		1508	total hrs/yr
5 Lifeguards	1092 hrs/ea	5460	total hrs/yr
5 Lifeguards	572 hrs/ea	2860	total hrs/yr
3 Climbing Wall Attendants	988 hrs/ea	2964	total hrs/yr
2 Adult Supervisors - Senior Citizen's Program	260 hrs/ea	780	total hrs/yr

### Seasonal Positions

5 Summer Recreation Aides ( Adult Supervisors)	250 hrs/ea	1250	total hrs/yr
12 Lifeguards	385 hrs/ea	4620	total hrs/yr
Inflatable Party Attendant	390 hrs/ea	390	total hrs/yr

### Replacement Equipment

Cable Crossover Replacement	9,500.00
Treadmill Replacement	6,500.00
Total	16,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Indoor Recreation Center

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-14-1405-401011	Regular	983,764.07	979,760.30	1,040,000.00
110-14-1405-401012	Overtime	17,820.54	15,957.55	12,000.00
110-14-1405-401013	Seasonal	35,368.25	36,937.50	34,000.00
110-14-1405-401014	Part Time	304,786.56	313,762.63	305,000.00
	Salaries & Wages	1,341,739.42	1,346,417.98	1,391,000.00
110-14-1405-402010	Group Life Insurance	1,168.74	1,176.12	1,300.00
110-14-1405-402011	Health Insurance	236,503.22	242,521.74	270,000.00
110-14-1405-402020	Social Security	81,252.71	80,521.92	87,000.00
110-14-1405-402021	Medicare	19,041.70	18,831.84	20,500.00
110-14-1405-402030	Pension	165,861.03	164,671.17	181,000.00
110-14-1405-402050	Unemployment Compensation	64.16	0.00	2,000.00
110-14-1405-402060	Workers Compensation	62,056.31	49,426.37	31,500.00
110-14-1405-402070	Christmas Gifts	2,110.50	0.00	0.00
110-14-1405-402080	Compensated Absences	14,370.97	0.00	20,000.00
	Employee Benefits	582,429.34	557,149.16	613,300.00
110-14-1405-403210	Education & Seminars	362.00	1,468.30	560.00
110-14-1405-403220	Books, Subscriptions & Members	2,285.40	1,895.80	2,475.00
110-14-1405-404101	Television	789.39	826.46	780.00
110-14-1405-404111	Water	48,888.06	43,504.01	51,000.00
110-14-1405-404112	Sewer	59,756.39	85,711.26	88,500.00
110-14-1405-404301	Maintenance Contracts	2,580.00	1,975.00	2,100.00
110-14-1405-404310	Building & Grounds Maintenance	23,887.14	26,334.17	103,362.55
110-14-1405-404600	Laundry Service/Uniforms	389.94	791.22	2,300.00
110-14-1405-405301	Telephone	3,475.58	4,086.87	3,600.00
110-14-1405-405302	Cell Phones	1,951.02	2,543.06	2,000.00
110-14-1405-405403	Promotional Advertising	1,275.90	1,528.00	3,000.00
110-14-1405-405500	Printing & Binding	512.00	894.66	1,000.00
110-14-1405-405801	Travel Expense	189.96	254.80	0.00
110-14-1405-406001	Office Supplies	4,057.37	5,327.66	5,000.00
110-14-1405-406101	Postage/Freight	170.16	92.81	250.00
	Facility & Equipment			
110-14-1405-406120	Maintenance Supplies	151,169.98	162,614.11	128,975.00
110-14-1405-406121	YAH Building Supplies	2,710.86	2,959.72	2,500.00
110-14-1405-406130	Specialized Dept Supplies	20,457.33	28,469.05	27,279.00
110-14-1405-406133	Special Projects	26,986.19	32,198.25	40,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

110-14-1405-406135	Ice Arena Concession	9,602.48	9,239.15	10,000.00
110-14-1405-406201	Natural Gas	87,893.95	111,597.50	105,000.00
110-14-1405-406202	Electricity	209,024.85	190,456.11	220,000.00
110-14-1405-406203	Gas, Oil & Lube	2,382.82	3,183.56	3,000.00
	Operations & Maintenance	660,798.77	717,951.53	802,681.55
110-14-1405-407401	New Equipment Purchases	230.89	917.84	0.00
110-14-1405-407410	Replacement Equipment	2,389.55	14,710.42	16,871.75
	Machinery & Equipment	2,620.44	15,628.26	16,871.75
	Indoor Recreation Center	2,587,587.97	2,637,146.93	2,823,853.30

# City of Rock Springs Final Budget 2018-2019

## Indoor Recreation Center Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary	
Director of Parks & Recreation	73	10,361.00	
Recreation Center Superintendent	61	7,704.00	
Building Maintenance Supervisor	57	6,979.00	
Ice Arena Supervisor	51	5,811.00	
Senior Administrative Assistant	44	4,496.00	
Building Maintenance Mechanic II	46	5,320.00	
Building Maintenance Mechanic II	46	5,320.00	
Senior Recreation Supervisor	47	4,956.00	
Recreation Supervisor	40	4,586.00	
Recreation Supervisor	40	4,586.00	
Senior Custodian	36	4,155.00	
Janitor	27	3,327.00	
Janitor	27	3,268.00	
Janitor	27	2,664.00	
Administrative Assistant	36	4,155.00	
Administrative Assistant	36	4,155.00	
Lifeguard	31	2,985.00	
<b>Seasonal Positions</b>			
6 Skate Shop Attendants	615 hrs/ea	3690	total hrs/yr
4 Ice Arena Instructors	90 hrs/ea	810	total hrs/yr
<b>Part Time Positions</b>			
3 Receptionists		2600	total hrs/yr
2 Gym Supervisors		1820	total hrs/yr
Senior Recreation Supervisor	47	1040	total hrs/yr
5 Aerobics Instructors		1508	total hrs/yr
Water Aerobics Instructor		468	total hrs/yr
Tae Kwon Do Instructor	104	104	total hrs/yr
10 Lifeguards		10,920	total hrs/yr
3 Janitors		4056	total hrs/yr
3 Child Care Workers	910 hrs/ea	2730	total hrs/yr
<b>Replacement Equipment</b>			
Cardio Machines		16,871.75	
Total		16,871.75	

## City of Rock Springs Final Budget 2018-2019

### General Fund

#### Non-Departmental

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-15-1501-402011	Health Insurance	157,490.79	189,292.20	208,000.00
110-15-1501-402080	Compensated Absences	75,000.00	75,000.00	75,000.00
	Employee Benefits	232,490.79	264,292.20	283,000.00
110-15-1501-403101	Elections	14,926.76	0.00	20,000.00
110-15-1501-403230	Meeting & Association Dues	5,400.00	5,600.00	5,700.00
110-15-1501-403301	Litigation & Consultation	14,810.73	8,619.26	50,000.00
110-15-1501-404410	Leases	14,731.91	15,170.55	20,000.00
	Specific Purpose Tax Rental			
110-15-1501-404413	Payment from Escrow	0.00	0.00	3,548,490.49
110-15-1501-405201	Insurance Premiums	504,419.00	495,756.00	520,000.00
110-15-1501-405202	Surety Bond Premiums	1,686.75	2,028.00	2,500.00
110-15-1501-405203	Deductibles & Settlements	0.00	5,000.00	10,000.00
110-15-1501-405204	Insurance Claims	286,731.73	18,579.15	0.00
110-15-1501-405401	Legal	36,704.62	45,866.02	50,000.00
110-15-1501-406502	Adj To Market Value Investment	41,178.98	131,809.23	0.00
110-15-1501-407103	Purchase Of Land	0.00	0.00	100,000.00
	Operations & Maintenance	920,590.48	728,428.21	4,326,690.49
110-15-1501-404701	RS-SWCO Airport Funding	260,624.00	234,562.00	306,464.00
110-15-1501-404702	Air Service Agreement	120,478.96	97,543.78	290,382.09
110-15-1501-404801	Senior Citizens Appropria	85,588.58	101,511.15	97,000.00
110-15-1501-404802	Fine Art Center Appropriation	25,650.00	23,085.00	25,400.00
110-15-1501-404803	Library Appropriation	23,085.00	20,776.50	23,085.00
110-15-1501-404804	Chamber Business Development	35,000.00	35,000.00	40,000.00
110-15-1501-404805	Star Fixed Route Funding	38,620.36	38,620.36	42,911.00
110-15-1501-404807	RECO-Recycling & Environm	80,247.24	42,322.52	85,000.00
110-15-1501-404808	Chamber Of Commerce Appro	39,501.00	29,625.76	39,501.00
110-15-1501-405404	Chamber Building	16,079.50	0.00	0.00
110-15-1501-407500	Special Projects	41,040.00	13,252.50	68,412.50
	Appropriations	765,914.64	636,299.57	1,018,155.59
	Non-Departmental	1,918,995.91	1,629,019.98	5,627,846.08



**City of Rock Springs  
Final Budget 2018-2019**

**Non-Departmental Notes**

Purchase of Land - Carryover FY18	50,000.00
-----------------------------------	-----------

**Special Projects**

Sweetwater County Fair	56,000.00
------------------------	-----------

Grant match for Drug Treatment Court	6,000.00
--------------------------------------	----------

Red Desert Rodeo	6,412.50
------------------	----------

Total	68,412.50
-------	-----------

# City of Rock Springs

## Final Budget 2018-2019

### General Fund

### Public Services Administration/Planning

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-19-1901-401011	Regular	239,330.64	264,975.20	209,000.00
110-19-1901-401012	Overtime	0.00	12.07	0.00
	Salaries & Wages	239,330.64	264,987.27	209,000.00
110-19-1901-402010	Group Life Insurance	238.77	284.59	250.00
110-19-1901-402011	Health Insurance	48,225.78	51,786.71	17,100.00
110-19-1901-402020	Social Security	14,613.56	15,920.68	13,500.00
110-19-1901-402021	Medicare	3,417.60	3,723.33	3,300.00
110-19-1901-402030	Pension	39,776.74	42,279.15	37,000.00
110-19-1901-402050	Unemployment Compensation	0.00	0.00	100.00
110-19-1901-402060	Workers Compensation	8,776.59	9,672.08	5,000.00
110-19-1901-402070	Christmas Gifts	150.75	0.00	0.00
110-19-1901-402080	Compensated Absences	7,366.62	3,530.66	3,000.00
	Employee Benefits	122,566.41	127,197.20	79,250.00
110-19-1901-403210	Education & Seminars	0.00	0.00	1,400.00
110-19-1901-403220	Books, Subscriptions & Members	569.00	239.00	1,200.00
110-19-1901-403310	Consulting & Technical	17,664.00	34,515.00	61,207.00
110-19-1901-404301	Maintenance Contracts	780.00	780.00	1,500.00
110-19-1901-405301	Telephone	1,062.63	1,083.08	1,200.00
110-19-1901-405302	Cell Phones	433.89	436.28	400.00
110-19-1901-405500	Printing & Binding	514.58	220.59	500.00
110-19-1901-405801	Travel Expense	0.00	1,044.14	2,000.00
110-19-1901-406001	Office Supplies	682.02	1,153.64	800.00
110-19-1901-406101	Postage/Freight	665.93	734.23	800.00
	Facility & Equipment			
110-19-1901-406120	Maintenance Supplies	9,520.40	359.95	3,000.00
110-19-1901-406130	Specialized Dept Supplies	140.90	90.35	200.00
110-19-1901-406203	Gas, Oil & Lube	469.37	882.20	500.00
	Operations & Maintenance	32,502.72	41,538.46	74,707.00
110-19-1901-407005	Nuisance Abatement	0.00	0.00	1,000.00
	Special Programs	0.00	0.00	1,000.00
110-19-1901-407401	New Equipment Purchases	0.00	0.00	800.00
	Machinery & Equipmment	0.00	0.00	800.00
	Public Services Admin/Planning	394,399.77	433,722.93	364,757.00

**City of Rock Springs  
Final Budget 2018-2019**

**Public Services Administration/Planning Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Director of Public Services	73	8,420.00
City Planner*	65	0.00
Senior Administrative Assistant	44	4,496.00
Planning Technician	47	4,431.00

*\*Position is authorized but defunded for FY2019*

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Building Inspections

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-19-1902-401011	Regular	297,034.97	240,587.43	245,000.00
110-19-1902-401012	Overtime	0.00	0.00	1,000.00
	Salaries & Wages	297,034.97	240,587.43	246,000.00
110-19-1902-402010	Group Life Insurance	312.48	247.38	250.00
110-19-1902-402011	Health Insurance	92,512.48	77,553.94	80,200.00
110-19-1902-402020	Social Security	17,192.23	13,833.69	16,000.00
110-19-1902-402021	Medicare	4,020.72	3,235.27	4,000.00
110-19-1902-402030	Pension	49,367.22	39,995.04	42,500.00
110-19-1902-402050	Unemployment Compensation	0.00	0.00	100.00
110-19-1902-402060	Workers Compensation	13,941.60	8,999.71	5,600.00
110-19-1902-402070	Christmas Gifts	201.00	0.00	0.00
110-19-1902-402080	Compensated Absences	0.00	206.27	3,000.00
	Employee Benefits	177,547.73	144,071.30	151,650.00
110-19-1902-402103	Safety Clothing	0.00	0.00	0.00
110-19-1902-403210	Education & Seminars	1,967.50	885.00	2,400.00
110-19-1902-403220	Books, Subscriptions & Members	1,840.50	1,904.28	3,500.00
110-19-1902-405301	Telephone	388.39	377.68	500.00
110-19-1902-405302	Cell Phones	0.00	0.00	0.00
110-19-1902-405500	Printing & Binding	486.58	0.00	500.00
110-19-1902-405801	Travel Expense	581.77	549.89	2,000.00
110-19-1902-406001	Office Supplies	503.99	105.57	500.00
110-19-1902-406101	Postage/Freight	580.19	432.54	600.00
	Facility & Equipment			
110-19-1902-406120	Maintenance Supplies	329.67	459.94	1,000.00
110-19-1902-406130	Specialized Dept Supplies	25.40	165.00	200.00
110-19-1902-406203	Gas, Oil & Lube	2,410.79	2,186.30	3,200.00
	Operations & Maintenance	9,114.78	7,066.20	14,400.00
110-19-1902-407005	Nuisance Abatement	0.00	0.00	1,000.00
110-19-1902-407010	Dangerous Building Abatement	0.00	0.00	4,000.00
	Special Programs	0.00	0.00	5,000.00
	Building Inspections	483,697.48	391,724.93	417,050.00

**City of Rock Springs  
Final Budget 2018-2019**

**Building Inspection Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Chief Building Inspector	64	8,295.00
Plans Examiner	51	6,019.00
Electrical Inspector	51	6,019.00

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
Vehicle Maintenance

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-19-1903-401011	Regular	351,487.73	350,398.39	356,000.00
110-19-1903-401012	Overtime	0.00	251.38	1,000.00
110-19-1903-401018	On-Call Pay	0.00	0.00	3,500.00
	Salaries & Wages	351,487.73	350,649.77	360,500.00
110-19-1903-402010	Group Life Insurance	390.60	390.60	400.00
110-19-1903-402011	Health Insurance	107,314.48	116,142.12	125,000.00
110-19-1903-402020	Social Security	20,387.99	20,084.59	24,000.00
110-19-1903-402021	Medicare	4,768.18	4,697.23	6,000.00
110-19-1903-402030	Pension	58,230.72	57,917.24	64,000.00
110-19-1903-402060	Workers Compensation	16,648.03	13,101.25	9,000.00
110-19-1903-402070	Christmas Gifts	251.25	0.00	0.00
110-19-1903-402080	Compensated Absences	798.03	0.00	9,000.00
	Employee Benefits	208,789.28	212,333.03	237,400.00
110-19-1903-402103	Safety Clothing	94.71	636.04	900.00
	Other Personnel Expense	94.71	636.04	900.00
110-19-1903-403210	Education & Seminars	0.00	160.00	500.00
110-19-1903-404310	Building & Grounds Maintenance	1,180.46	4,964.33	2,000.00
110-19-1903-404600	Laundry Service/Uniforms	4,589.04	2,594.18	4,000.00
110-19-1903-405301	Telephone	691.19	694.92	730.00
110-19-1903-405302	Cell Phones	378.78	382.78	400.00
110-19-1903-405801	Travel Expense	0.00	0.00	500.00
110-19-1903-406001	Office Supplies	160.46	139.98	400.00
	Facility & Equipment			
110-19-1903-406120	Maintenance Supplies	1,535.15	1,289.03	2,500.00
110-19-1903-406123	STAR Transit Repairs	20,159.18	10,537.23	22,000.00
110-19-1903-406130	Specialized Dept Supplies	2,013.60	2,489.98	3,000.00
110-19-1903-406202	Electricity	7,271.90	4,145.50	7,500.00
110-19-1903-406203	Gas, Oil & Lube	600.82	766.72	1,000.00
	Operations & Maintenance	38,580.58	28,164.65	44,530.00
110-19-1903-407401	New Equipment Purchases	0.00	0.00	4,000.00
110-19-1903-407410	Replacement Equipment	0.00	492.99	2,000.00
	Machinery & Equipmnet	0.00	492.99	6,000.00
	Vehicle Maintenance	598,952.30	592,276.48	649,330.00

**City of Rock Springs  
Final Budget 2018-2019**

**Vehicle Maintenance Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Equipment Maintenance Supervisor	61	7,704.00
Equipment Mechanic	48	5,588.00
Equipment Mechanic	48	5,588.00
Equipment Mechanic	48	5,588.00
Equipment Mechanic	48	4,913.00
<b>New Equipment Purchases</b>		
Portable stem Cleaner/Pressure Washer		4,000.00
<b>Replacement Equipment</b>		
Miscellaneous		2,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund  
RS Historical Museum

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
110-34-3401-401011	Regular	71,782.92	55,083.53	59,000.00
110-34-3401-401012	Overtime	42.19	114.02	0.00
110-34-3401-401014	Part Time	36,901.94	24,270.67	42,000.00
	Salaries & Wages	108,727.05	79,468.22	101,000.00
110-34-3401-402010	Group Life Insurance	63.36	69.15	100.00
110-34-3401-402011	Health Insurance	8,326.00	20,352.77	26,800.00
110-34-3401-402020	Social Security	6,624.82	4,790.92	6,500.00
110-34-3401-402021	Medicare	1,549.38	1,120.47	1,600.00
110-34-3401-402030	Pension	11,930.31	9,146.57	11,000.00
110-34-3401-402050	Unemployment Compensation	0.00	0.00	500.00
110-34-3401-402060	Workers Compensation	5,422.64	2,952.65	2,500.00
110-34-3401-402070	Christmas Gifts	100.50	0.00	0.00
110-34-3401-402080	Compensated Absences	0.00	3,626.96	1,000.00
110-34-3401-403210	Education & Seminars	0.00	0.00	200.00
	Employee Benefits	34,017.01	42,059.49	50,200.00
110-34-3401-403220	Books, Subscriptions & Members	407.00	502.99	550.00
110-34-3401-404111	Water	330.09	350.76	600.00
110-34-3401-404112	Sewer	134.31	147.13	200.00
110-34-3401-404301	Maintenance Contracts	1,681.25	1,652.50	2,000.00
110-34-3401-404310	Building & Grounds Maintenance	1,782.98	1,759.66	11,300.00
110-34-3401-405301	Telephone	1,043.41	1,039.96	1,200.00
110-34-3401-405403	Promotional Advertising	1,137.30	4,326.99	5,000.00
110-34-3401-405500	Printing & Binding	454.11	287.36	500.00
110-34-3401-405801	Travel Expense	0.00	0.00	3,000.00
110-34-3401-406001	Office Supplies	1,511.38	2,331.08	2,000.00
110-34-3401-406101	Postage/Freight	1.38	77.09	150.00
	Facility & Equipment			
110-34-3401-406120	Maintenance Supplies	972.38	1,853.05	1,500.00
110-34-3401-406130	Specialized Dept Supplies	2,006.39	3,655.09	3,500.00
110-34-3401-406133	Special Projects	5,661.44	6,275.03	6,000.00
110-34-3401-406139	Board Projects	1,729.90	6,946.22	7,000.00
110-34-3401-406201	Natural Gas	8,483.44	8,030.37	9,500.00
110-34-3401-406202	Electricity	6,636.82	5,818.15	9,500.00
	Operations & Maintenance	33,973.58	45,053.43	63,500.00
110-34-3401-407120	Prior Fiscal Year Donations	587.92	3,465.00	3,344.13



**City of Rock Springs**  
**Final Budget 2018-2019**

	Donations	587.92	3,465.00	3,344.13
110-34-3401-407202	Building Improvements	0.00	0.00	10,000.00
	Buildings	0.00	0.00	10,000.00
	RS Historical Museum	177,305.56	170,046.14	228,044.13
	Total General Fund	33,685,617.42	30,135,085.78	41,130,248.97

# City of Rock Springs Final Budget 2018-2019

## RS Historical Museum Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary	
Museum Coordinator	51	4,891.00	
<b>Part Time Positions</b>			
Exhibits Technician	36	1456	hrs/yr
Museum Administrative Assistant		1456	total hrs/yr
Prior Fiscal Year Donations - Carryover FY18		2,144.13	
<b>Building Improvements</b>			
Building Upkeep		10,000.00	

**City of Rock Springs**  
**Final Budget 2018-2019**

Road Impact Fee Fund  
Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
112-00-0000-341010	Road Impact Fees	0.00	2,040.00	100.00
112-00-0000-361100	Interest On Investments	1,244.78	5,163.97	200.00
	Road Impact Fee Revenues	1,244.78	7,203.97	300.00

Expenditures

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
112-17-1702-507113	Roadway Extension	0.00	0.00	20,000.00
	Road Impact Fee Expenditures	0.00	0.00	20,000.00

# **City of Rock Springs** **Final Budget 2018-2019**

## Health Insurance Fund Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
113-00-0000-361100	Interest On Investments	8,047.73	9,064.07	4,000.00
113-00-0000-366020	Reimbursement For BC/BS	3,676,039.38	3,862,299.18	4,487,300.00
113-00-0000-366200	Miscellaneous Reimbursements	606,503.35	280,214.36	1,000.00
	Health Insurance Revenues	4,290,590.46	4,151,577.61	4,492,300.00

## Expenditures

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
113-18-1801-403135	Insurance Administration	704,750.70	778,038.90	885,000.00
113-18-1801-403140	Insurance Claims	3,425,861.73	3,318,727.30	3,400,000.00
	Health Insurance Expenditures	4,130,612.43	4,096,766.20	4,285,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

General Fund Reserves Fund  
Transfers In

Account	Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Budget
115-00-0000-391010	From General Fund	75,000.00	75,000.00	185,000.00
	Transfers to Reserves	75,000.00	75,000.00	185,000.00

Transfers Out

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
115-11-1103-409210	Transfer To General Fund	577,142.31	204,612.00	0.00
	Transfers from Reserves	577,142.31	204,612.00	0.00

**City of Rock Springs**  
**Final Budget 2018-2019**

Sewer Fund  
Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
130-00-0000-334110	AML Funds	0.00	25,677.73	474,595.49
	Capital Facilities Tax			
130-00-0000-335325	Reimbursement - 6th Cent	575,418.91	1,973,545.68	0.00
130-00-0000-337150	Rec Board Effluent	5,556.41	5,569.12	9,000.00
	Intergovernmental Revenue	580,975.32	2,004,792.53	483,595.49
130-00-0000-344050	Sewer Connection Fees	91,500.00	72,450.00	80,000.00
130-00-0000-344100	Sewer Use Fees	4,400,114.96	4,595,821.23	4,720,000.00
130-00-0000-344150	Late Charges	15,165.85	17,704.90	10,000.00
	Charges for Services	4,506,780.81	4,685,976.13	4,810,000.00
130-00-0000-344200	Pretreatment Permit Fees	300.00	600.00	1,000.00
130-00-0000-351250	Administrative Penalty	0.00	0.00	500.00
130-00-0000-361100	Interest On Investments	47,138.31	45,005.27	18,000.00
130-00-0000-366010	Prop & Liab Insurance	0.00	24,314.00	0.00
130-00-0000-366025	Employee Share	54,502.80	54,019.89	60,375.00
130-00-0000-366200	Miscellaneous Reimbursements	2,384.16	1,927.69	100.00
130-00-0000-368000	Sundry Revenues	17,926.02	8,325.30	5,000.00
	Miscellaneous Revenues	122,251.29	134,192.15	84,975.00
130-00-0000-391022	Depreciation Fund Transfer	0.00	0.00	187,541.87
	Transfers In	0.00	0.00	187,541.87
	Sewer Revenues	5,210,007.42	6,824,960.81	5,566,112.36

# City of Rock Springs Final Budget 2018-2019

## Sewer Fund Sewer Administration

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
130-16-1108-401011	Regular	81,907.48	68,332.47	81,000.00
130-16-1108-401012	Overtime	0.00	0.00	2,300.00
	Salaries & Wages	81,907.48	68,332.47	83,300.00
130-16-1108-402010	Group Life Insurance	109.80	100.44	150.00
130-16-1108-402011	Health Insurance	12,604.76	9,021.19	19,000.00
130-16-1108-402020	Social Security	4,724.39	4,059.04	5,500.00
130-16-1108-402021	Medicare	1,104.91	949.31	1,500.00
130-16-1108-402030	Pension	13,612.86	11,344.14	15,000.00
130-16-1108-402050	Unemployment Compensation	0.00	0.00	100.00
130-16-1108-402060	Workers Compensation	463.47	352.34	500.00
130-16-1108-402070	Christmas Gifts	75.38	0.00	0.00
130-16-1108-402080	Compensated Absences	0.00	0.00	3,000.00
	Employee Benefits	32,695.57	25,826.46	44,750.00
130-16-1108-403120	Collection Costs	0.00	2,349.73	20,000.00
130-16-1108-403136	Sewer Claims Settlement	0.00	0.00	10,000.00
130-16-1108-403210	Education & Seminars	0.00	235.88	1,000.00
130-16-1108-403220	Books, Subscriptions & Members	0.00	0.00	100.00
130-16-1108-403310	Consulting & Technical	0.00	0.00	1,500.00
130-16-1108-404301	Maintenance Contracts	9,597.59	12,863.48	15,000.00
130-16-1108-405301	Telephone	967.18	1,065.20	1,200.00
130-16-1108-405500	Printing & Binding	111.49	0.00	1,500.00
130-16-1108-405801	Travel Expense	0.00	0.00	500.00
130-16-1108-406001	Office Supplies	3,304.75	6,589.88	8,000.00
130-16-1108-406101	Postage/Freight	24,376.89	19,001.78	26,000.00
	Facility & Equipment			
130-16-1108-406120	Maintenance Supplies	7.50	0.00	500.00
130-16-1108-406130	Specialized Dept Supplies	0.00	22.00	200.00
130-16-1108-406506	Interest On Deposits	1,089.09	134.72	2,000.00
	Operations & Maintenance	39,454.49	42,262.67	87,500.00
130-16-1108-407401	New Equipment Purchases	0.00	0.00	250.00
130-16-1108-407410	Replacement Equipment	0.00	0.00	1,000.00
130-16-1108-407415	Computer Equipment	21,726.73	655.07	1,000.00
	Machinery & Equipment	21,726.73	655.07	2,250.00
130-16-1108-409100	Administrative Salaries	89,615.74	82,597.80	67,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

130-16-1108-409110	Administrative Other	1,611.84	1,853.52	2,000.00
	Transfers Out	91,227.58	84,451.32	69,000.00
	Sewer Administration	267,011.85	221,527.99	286,800.00



**City of Rock Springs  
Final Budget 2018-2019**

**Sewer Administration Plant Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Senior Accounting Technician	44	2,321.00
Senior Accounting Technician	44	2,321.00
Senior Accounting Technician - vacant	44	0.00
Accounting Technician II	40	1,864.00

**City of Rock Springs**  
**Final Budget 2018-2019**

Sewer Fund  
Wastewater Treatment Plant

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
130-16-1601-401011	Regular	864,509.59	847,698.16	886,000.00
130-16-1601-401012	Overtime	9,967.94	8,560.50	15,000.00
130-16-1601-401018	On-Call Pay	7,077.94	5,950.12	19,000.00
	Salaries & Wages	881,555.47	862,208.78	920,000.00
130-16-1601-402010	Group Life Insurance	1,049.40	1,044.12	1,100.00
130-16-1601-402011	Health Insurance	259,911.54	261,081.56	278,000.00
130-16-1601-402020	Social Security	50,596.80	49,368.52	60,000.00
130-16-1601-402021	Medicare	11,833.24	11,545.84	15,000.00
130-16-1601-402030	Pension	147,048.13	144,522.16	165,000.00
130-16-1601-402050	Unemployment Compensation	0.00	0.00	1,000.00
130-16-1601-402060	Workers Compensation	40,888.00	32,234.54	21,500.00
130-16-1601-402070	Christmas Gifts	703.50	0.00	0.00
130-16-1601-402080	Compensated Absences	8,918.52	11,125.32	19,000.00
	Employee Benefits	520,949.13	510,922.06	560,600.00
130-16-1601-402103	Safety Clothing	1,525.74	1,644.19	2,000.00
	Other Personnel Expense	1,525.74	1,644.19	2,000.00
130-16-1601-403210	Education & Seminars	1,125.00	3,584.75	4,000.00
130-16-1601-403220	Books, Subscriptions & Members	1,394.50	489.00	1,500.00
130-16-1601-403310	Consulting & Technical	507,689.41	37,619.05	366,596.20
130-16-1601-403321	Safety, Health & Training	0.00	0.00	500.00
130-16-1601-404111	Water	47,984.57	29,046.64	41,000.00
130-16-1601-404112	Sewer	118,479.34	97,145.13	85,000.00
130-16-1601-404301	Maintenance Contracts	6,520.00	8,770.73	13,000.00
130-16-1601-404310	Building & Grounds Maintenance	113,600.75	93,283.46	195,000.00
130-16-1601-404600	Laundry Service/Uniforms	7,512.46	3,955.67	6,700.00
130-16-1601-405201	Insurance Premiums	40,790.00	39,868.00	50,000.00
130-16-1601-405301	Telephone	3,574.48	3,166.68	4,000.00
130-16-1601-405302	Cell Phones	1,576.22	1,585.42	1,700.00
130-16-1601-405500	Printing & Binding	0.00	0.00	200.00
130-16-1601-405801	Travel Expense	2,867.41	2,902.21	6,000.00
130-16-1601-406001	Office Supplies	965.18	587.86	1,500.00
130-16-1601-406101	Postage/Freight	724.31	879.46	2,500.00
	Facility & Equipment			
130-16-1601-406120	Maintenance Supplies	147,029.63	117,224.55	236,360.42

**City of Rock Springs**  
**Final Budget 2018-2019**

130-16-1601-406125	Vehicle Maintenance	0.00	0.00	20,000.00
130-16-1601-406130	Specialized Dept Supplies	132,334.37	136,937.94	150,000.00
130-16-1601-406201	Natural Gas	21,730.85	23,549.65	25,000.00
130-16-1601-406202	Electricity	462,080.48	399,866.74	460,000.00
130-16-1601-406203	Gas, Oil & Lube	28,280.04	32,253.45	38,000.00
	Operations & Maintenance	1,646,259.00	1,032,716.39	1,708,556.62
130-16-1601-407007	Sludge Management	4,735.00	7,962.50	30,000.00
130-16-1601-407011	Household Hazardous Waste	1,010.00	0.00	5,000.00
130-16-1601-407210	Sewer Line Replacements	693,737.65	1,513,931.03	1,400,000.00
	Sewer Projects	699,482.65	1,521,893.53	1,435,000.00
130-16-1601-407401	New Equipment Purchases	2,611.92	0.00	25,000.00
130-16-1601-407410	Replacement Equipment	86,685.69	38,395.01	50,000.00
130-16-1601-407415	Computer Equipment	22,159.87	3,503.85	4,500.00
130-16-1601-407420	Vehicle Purchases	0.00	0.00	443,048.00
130-16-1601-407830	Equipment Reserve	0.00	0.00	100,000.00
	Machinery & Equipment	111,457.48	41,898.86	622,548.00
130-16-1601-407910	WWTP Loan Repayment	769,329.21	769,329.21	769,329.21
	Loan Payment	769,329.21	769,329.21	769,329.21
130-16-1601-507003	Sewer Line Mapping	0.00	0.00	0.00
130-16-1601-507018	UV Disinfection	4,765.28	19,467.39	98,305.75
130-16-1601-507029	Wastewater Plant Improvement	1,034,723.95	3,851,806.30	348.92
130-16-1601-507205	Capital Facilities Tax Projects	1,676,483.34	2,216,490.50	0.00
130-16-1601-508410	Bitter Cr Reconstruction	0.00	0.00	471,298.38
	Capital Projects	2,715,972.57	6,087,764.19	569,953.05
	Wastewater Treatment Plant	7,346,531.25	10,828,377.21	6,587,986.88
	Sewer Fund Expenditures	7,613,543.10	11,049,905.20	6,874,786.88

# City of Rock Springs Final Budget 2018-2019

## Wastewater Treatment Plant Notes

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Wastewater Treatment Plant Superintendent	64	8,296.00
Pre-Treatment and Collections Supervisor	57	6,018.00
Chief WWTP Operator	57	6,913.00
Senior Plant Mechanic	51	5,519.00
Senior Plant Mechanic	51	6,019.00
Laboratory Technician	50	5,871.00
Wastewater Plant Operator III	51	5,189.00
Wastewater Plant Operator III	51	5,185.00
Wastewater Plant Operator I	40	4,206.00
Wastewater Plant Operator I	40	3,727.00
Wastewater Plant Operator I	40	3,955.00
Collection System Worker II	44	5,019.00
Collection System Worker I	40	3,840.00
Collection System Worker I	40	3,954.00
<b>New Equipment Purchases</b>		
Plasma Cutter		2,500.00
Drill Press		2,500.00
Video Van Backup Camera		1,500.00
Flowmeter Upgrade		10,000.00
Miscellaneous		8,500.00
Total		25,000.00
<b>Replacement Equipment</b>		
Floor Cleaner Nozzle		7,000.00
Jetter Hose		3,000.00
BOD Meter & Probe		2,500.00
Vacuum Pump		1,500.00
Ammonia Electrode		1,000.00
Chairs & Stools		2,000.00
Miscellaneous		33,000.00
Total		50,000.00
<b>Computer Equipment</b>		
SCADA Computers		3,000.00
Computer equipment - operators desk		1,000.00
Miscellaneous		500.00
Total		4,500.00
<b>Vehicle Purchases</b>		

**City of Rock Springs  
Final Budget 2018-2019**

New 1/2 ton 4x4 pick-up	35,000.00
Total	35,000.00
Wastewater Plant Improvement - Carryover FY2018	555,469.75

**City of Rock Springs  
Final Budget 2018-2019**

Sewer Depreciation Fund  
Transfers In

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
135-00-0000-361100	Interest On Investments	69,520.24	66,350.75	25,000.00
135-00-0000-361200	Adj To Market Value	-47,776.60	-94,821.61	0.00
135-00-0000-361250	Gain On Sale Of Investmts	628.30	0.00	0.00
	Miscellaneous Revenues	22,371.94	-28,470.86	25,000.00
135-00-0000-391030	From Sewer Fund	0.00	0.00	0.00
	Transfers In	0.00	0.00	0.00
	Sewer Depreciation Revenues	22,371.94	-28,470.86	25,000.00

# **City of Rock Springs** **Final Budget 2018-2019**

## Water Fund Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
150-00-0000-335325	Capital Facilities Tax			
	Reimbursement - 6th Cent	195,479.23	4,394,446.89	0.00
	Intergovernmental Revenues	195,479.23	4,394,446.89	0.00
150-00-0000-348050	Water Connection Fee	92,730.00	217,042.54	100,000.00
150-00-0000-348100	Water Use Fees	5,796,935.71	5,895,344.60	5,971,080.00
150-00-0000-348150	Late Charges	129,258.99	133,894.14	100,000.00
	Charges for Services	6,018,924.70	6,246,281.28	6,171,080.00
150-00-0000-361100	Interest On Investments	44,041.43	51,679.43	30,000.00
150-00-0000-366025	Employee Share	33,281.12	35,094.50	37,275.00
150-00-0000-366200	Miscellaneous Reimbursements	1.08	2,389.89	100.00
150-00-0000-366230	Service Calls & Work Orders	11,462.59	8,633.39	7,000.00
150-00-0000-368000	Sundry Revenues	48.37	10.00	100.00
150-00-0000-368010	Cash Over/Short	20.75	65.00	0.00
150-00-0000-368015	Insufficient Check Charge	1,500.00	1,360.00	1,200.00
	Miscellaneous Revenues	90,355.34	99,232.21	75,675.00
	Water Revenues	6,304,759.27	10,739,960.38	6,246,755.00

**City of Rock Springs**  
**Final Budget 2018-2019**

Water Fund  
Administration

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
150-33-1108-401011	Regular	81,906.77	68,331.67	81,000.00
150-33-1108-401012	Overtime	0.00	0.00	2,300.00
	Salaries & Wages	81,906.77	68,331.67	83,300.00
150-33-1108-402010	Group Life Insurance	109.80	100.35	150.00
150-33-1108-402011	Health Insurance	12,604.84	9,021.19	19,000.00
150-33-1108-402020	Social Security	4,724.34	4,059.08	5,500.00
150-33-1108-402021	Medicare	1,104.82	949.31	1,500.00
150-33-1108-402030	Pension	13,612.80	11,344.32	15,000.00
150-33-1108-402050	Unemployment Compensation	0.00	0.00	100.00
150-33-1108-402060	Workers Compensation	463.40	352.30	500.00
150-33-1108-402070	Christmas Gifts	75.37	0.00	0.00
150-33-1108-402080	Compensated Absences	0.00	0.00	3,000.00
	Employee Benefits	32,695.37	25,826.55	44,750.00
150-33-1108-403120	Collection Costs	0.00	2,349.74	20,000.00
150-33-1108-403210	Education & Seminars	0.00	0.00	1,000.00
150-33-1108-403220	Books, Subscriptions & Members	0.00	0.00	100.00
150-33-1108-403310	Consulting & Technical	0.00	0.00	1,500.00
150-33-1108-404100	Board Charges/Water Purchases	3,073,919.54	3,230,480.03	3,650,000.00
150-33-1108-404301	Maintenance Contracts	9,597.58	13,108.48	15,000.00
150-33-1108-404411	Lease/Purchase	0.00	0.00	1,200.00
150-33-1108-405301	Telephone	967.13	820.15	1,200.00
150-33-1108-405500	Printing & Binding	591.77	0.00	1,500.00
150-33-1108-405801	Travel Expense	0.00	0.00	500.00
150-33-1108-406001	Office Supplies	3,304.79	6,979.37	8,000.00
150-33-1108-406101	Postage/Freight	24,736.77	18,551.18	26,000.00
	Facility & Equipment			
150-33-1108-406120	Maintenance Supplies	7.50	0.00	500.00
150-33-1108-406130	Specialized Dept Supplies	0.00	22.00	200.00
150-33-1108-406506	Interest On Deposits	1,271.82	287.75	2,000.00
	Operations & Maintenance	3,114,396.90	3,272,598.70	3,728,700.00
150-33-1108-407401	New Equipment Purchases	0.00	0.00	250.00
150-33-1108-407415	Computer Equipment	21,726.73	655.07	1,000.00
	Machinery & Equipment	21,726.73	655.07	1,250.00



**City of Rock Springs**  
**Final Budget 2018-2019**

150-33-1108-407915	Water Board Debt	255,085.53	255,085.53	255,100.00
150-33-1108-407920	State Water Loans	157,149.58	157,149.58	157,200.00
	Loan Payments	412,235.11	412,235.11	412,300.00
150-33-1108-409100	Administrative Salaries	62,301.10	60,067.56	61,000.00
150-33-1108-409110	Administrative Other	1,611.84	1,853.52	2,000.00
	Transfers Out	63,912.94	61,921.08	63,000.00
	Water Administration	3,726,873.82	3,841,568.18	4,333,300.00

**City of Rock Springs  
Final Budget 2018-2019**

**Water Administration Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Senior Accounting Technician	44	2,321.00
Senior Accounting Technician	44	2,321.00
Senior Accounting Technician - vacant	44	0.00
Accounting Technician II	40	1,864.00

# City of Rock Springs Final Budget 2018-2019

## Water Fund Operations & Maintenance

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
150-33-3302-401011	Regular	518,481.51	535,025.50	552,500.00
150-33-3302-401012	Overtime	38,268.82	41,389.90	76,000.00
150-33-3302-401018	On-Call Pay	11,274.93	11,636.96	19,000.00
	Salaries & Wages	568,025.26	588,052.36	647,500.00
150-33-3302-402010	Group Life Insurance	688.32	688.32	700.00
150-33-3302-402011	Health Insurance	153,801.96	166,453.52	178,000.00
150-33-3302-402020	Social Security	33,485.62	34,440.35	41,000.00
150-33-3302-402021	Medicare	7,831.30	8,054.57	10,000.00
150-33-3302-402030	Pension	94,020.15	97,659.40	113,000.00
150-33-3302-402050	Unemployment Compensation	0.00	0.00	100.00
150-33-3302-402060	Workers Compensation	27,096.80	22,405.75	15,000.00
150-33-3302-402070	Christmas Gifts	452.25	0.00	0.00
150-33-3302-402080	Compensated Absences	1,240.88	0.00	15,000.00
	Employee Benefits	318,617.28	329,701.91	372,800.00
150-33-3302-402103	Safety Clothing	2,282.39	1,127.38	3,000.00
	Other Personnel Expense	2,282.39	1,127.38	3,000.00
150-33-3302-403210	Education & Seminars	3,550.00	2,345.00	4,000.00
150-33-3302-403310	Consulting & Technical	42,539.25	194,449.17	315,573.33
150-33-3302-404310	Building & Grounds Maintenance	18,433.17	34,217.75	48,100.00
150-33-3302-404600	Laundry Service/Uniforms	1,931.16	956.31	2,000.00
150-33-3302-405201	Insurance Premiums	0.00	0.00	0.00
150-33-3302-405301	Telephone	4,484.23	4,331.87	5,000.00
150-33-3302-405302	Cell Phones	3,466.14	3,503.94	4,500.00
150-33-3302-405801	Travel Expense	90.50	57.00	2,500.00
150-33-3302-406001	Office Supplies	0.00	532.23	600.00
150-33-3302-406101	Postage/Freight	359.93	0.00	0.00
	Facility & Equipment			
150-33-3302-406120	Maintenance Supplies	75,056.33	114,946.90	180,886.33
150-33-3302-406125	Vehicle Maintenance	0.00	0.00	10,000.00
150-33-3302-406130	Specialized Dept Supplies	66,074.36	59,846.99	152,480.00
150-33-3302-406201	Natural Gas	6,595.58	6,422.94	8,000.00
150-33-3302-406202	Electricity	189,129.27	187,721.91	250,000.00
150-33-3302-406203	Gas, Oil & Lube	13,823.06	15,882.48	24,000.00
	Operations & Maintenance	425,532.98	625,214.49	1,007,639.66

**City of Rock Springs**  
**Final Budget 2018-2019**

150-33-3302-407410	Replacement Equipment	30,515.00	0.00	0.00
150-33-3302-407415	Computer Equipment	0.00	6,076.24	14,500.00
150-33-3302-407420	Vehicle Purchases	0.00	0.00	40,000.00
150-33-3302-407830	Equipment Reserve	0.00	0.00	100,000.00
	Machinery & Equipment	30,515.00	6,076.24	154,500.00
150-33-3302-409115	Admin-Building Rental	48,000.00	48,000.00	48,000.00
150-33-3302-409120	Street Dept Services	0.00	0.00	10,000.00
150-33-3302-501010	Depreciation Expense	150,000.00	150,000.00	150,000.00
	Transfers Out	198,000.00	198,000.00	208,000.00
150-33-3302-507205	Capital Facilities Tax Projects	2,457,106.28	5,637,835.06	0.00
150-33-3302-507902	Water Line Upgrade/Replac	62,161.25	385,201.20	4,953,553.74
	Water Transmission Line			
150-33-3302-507903	Replacement	0.00	0.00	546,531.15
150-33-3302-507904	Decomm Tanks/Pumphouses	0.00	0.00	10,000.00
150-33-3302-507908	Fire Hydrant Replacement	4,420.28	29,170.64	30,000.00
150-33-3302-507927	Meter Replacement	33,657.39	27,211.80	110,000.00
150-33-3302-507928	Back Flow Prevention Program	0.00	0.00	30,000.00
150-33-3302-507930	Storage Tank Cleaning	888,570.00	10,699.00	9,000.00
150-33-3302-507935	Building Construction/Purchase	106,510.37	0.00	0.00
	Capital Projects	3,552,425.57	6,090,117.70	5,689,084.89
	Water Operations & Maintenance	5,095,398.48	7,838,290.08	8,082,524.55
	Water Fund Expenditures	8,822,272.30	11,679,858.26	12,415,824.55

# City of Rock Springs Final Budget 2018-2019

## Operations & Maintenance Notes

Authorized Positions	Pay Range	Budgeted Monthly Salary
Water Distribution Superintendent	61	6,722.00
Water Crew Supervisor	57	5,896.00
Water System Operator II	47	5,294.00
Water System Operator II	47	5,274.00
Water System Operator II	47	4,564.00
Water System Operator II	47	4,431.00
Water System Operator II	47	4,431.00
Water System Operator II	47	4,431.00
Water System Operator II	47	4,431.00
<b>Replacement Equipment</b>		
Wachs valve turning machine		28,000.00
Water break trailer		5,500.00
Total		33,500.00
<b>Computer Equipment</b>		
Annual Maintenance Contract		10,000.00
GIS Laptop		1,500.00
Total		11,500.00
<b>Water Line Upgrade &amp; Replacements</b>		
Carryover FY18 - budgeted as new		0.00
Building constuction/purchase - Carryover FY16		65,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

Water Depreciation Fund  
Transfers In

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
155-00-0000-391050	From Water Fund	150,000.00	150,000.00	250,000.00
	Transfers In	150,000.00	150,000.00	250,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

Water/Sewer Unapplied Credits Fund  
Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
170-00-0000-367300	Customer Deposits	0.00	0.00	0.00

# **City of Rock Springs** **Final Budget 2018-2019**

## CAP Funds Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
215-00-0000-331020	CAP HUD Payments	70,911.00	155,643.00	250,000.00
	Intergovernmental Revenues	70,911.00	155,643.00	250,000.00

## Expenditures

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
215-35-3525-409250	Transfer To Public Housing	70,911.00	155,643.00	250,000.00
	Transfers Out	70,911.00	155,643.00	250,000.00



**City of Rock Springs**  
**Final Budget 2018-2019**

Public Housing  
Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
250-00-0000-331010	HUD Operating Subsidy	254,246.00	254,436.00	275,000.00
	Intergovernmental Revenues	254,246.00	254,436.00	275,000.00
250-00-0000-361100	Interest On Investments	840.36	908.34	800.00
250-00-0000-363010	Dwelling Rental	341,806.00	328,775.86	288,000.00
250-00-0000-366025	Employee Share	0.00	0.00	16,000.00
250-00-0000-366260	Recycling Center Reimbursement	537.32	0.00	0.00
250-00-0000-368000	Sundry Revenues	371.07	3,930.00	1,500.00
250-00-0000-368030	Other Operating Receipts	20,821.81	18,721.68	24,000.00
	Miscellaneous Revenues	364,376.56	352,335.88	330,300.00
250-00-0000-391191	Transfer from CAP Projects	70,911.00	155,643.00	250,000.00
	Transfer In	70,911.00	155,643.00	250,000.00
	Revenues	689,533.56	762,414.88	855,300.00

**City of Rock Springs**  
**Final Budget 2018-2019**

Public Housing  
Administration

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
250-35-3501-401011	Regular	139,105.52	134,490.13	158,000.00
250-35-3501-401012	Overtime	0.00	0.00	100.00
250-35-3502-401013	Seasonal	0.00	0.00	10,700.00
250-35-3501-401014	Part Time	1,215.00	3,175.00	9,800.00
	Salaries & Wages	140,320.52	137,665.13	178,600.00
250-35-3501-402010	Group Life Insurance	179.64	162.11	195.00
250-35-3501-402011	Health Insurance	25,709.66	21,786.98	47,000.00
250-35-3501-402020	Social Security	8,187.54	8,333.55	9,750.00
250-35-3501-402021	Medicare	1,286.23	1,949.08	2,300.00
250-35-3501-402030	Pension	23,801.28	22,508.54	25,500.00
250-35-3501-402060	Workers Compensation	3,435.94	2,880.63	2,800.00
250-35-3501-402070	Christmas Gifts	100.50	0.00	0.00
250-35-3501-402080	Compensated Absences	2,004.66	-3,263.44	2,000.00
	Employee Benefits	64,705.45	54,357.45	89,545.00
250-35-3501-403120	Collection Costs	655.60	1,604.86	1,000.00
250-35-3501-403121	Collection Losses	9,255.25	11,563.60	-5,000.00
250-35-3501-403210	Education & Seminars	330.90	1,229.00	3,500.00
250-35-3501-403308	Administration	6,725.00	6,237.00	6,900.00
250-35-3501-403322	Audit Expense	4,000.00	4,000.00	4,750.00
250-35-3501-404111	Water	35,803.90	37,871.81	40,000.00
250-35-3501-404112	Sewer	25,588.41	25,583.15	28,000.00
250-35-3501-404301	Maintenance Contracts	5,333.32	8,097.79	12,000.00
250-35-3501-405201	Insurance Premiums	26,281.15	29,376.00	30,000.00
250-35-3501-405301	Telephone	1,434.70	1,291.55	1,500.00
250-35-3501-405801	Travel Expense	747.69	1,289.36	6,000.00
250-35-3501-406001	Office Supplies	3,030.32	3,266.20	5,200.00
250-35-3501-406101	Postage/Freight	1,476.94	54.53	700.00
250-35-3501-406201	Natural Gas	10,808.24	12,206.55	12,000.00
250-35-3501-406202	Electricity	15,840.49	15,659.15	17,000.00
250-35-3501-406501	Sundry	8,462.66	2,881.32	7,000.00
250-35-3501-406512	Recycling Services	229.10	0.00	0.00
	Operations & Maintenance	156,003.67	162,211.87	170,550.00
250-35-3501-407410	Replacement Equipment	300.48	2,041.14	3,000.00
	Machinery & Equipment	300.48	2,041.14	3,000.00

**City of Rock Springs**  
**Final Budget 2018-2019**

250-35-3501-501020	Depreciation Expense	153,356.60	157,577.57	0.00
	Public Housing Administration	514,686.72	513,853.16	441,695.00

**City of Rock Springs**  
**Final Budget 2018-2019**

Public Housing  
Maintenance

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
250-35-3502-401011	Regular	167,676.14	157,192.74	170,000.00
250-35-3502-401012	Overtime	35.78	35.78	250.00
	Salaries & Wages	167,711.92	157,228.52	170,250.00
250-35-3502-402010	Group Life Insurance	219.60	219.60	240.00
250-35-3502-402011	Health Insurance	41,630.66	36,166.79	56,500.00
250-35-3502-402020	Social Security	10,133.90	9,790.41	10,700.00
250-35-3502-402021	Medicare	2,369.95	2,289.64	2,600.00
250-35-3502-402030	Pension	27,873.74	26,483.04	29,000.00
250-35-3502-402050	Unemployment Compensation	548.74	0.00	250.00
250-35-3502-402060	Workers Compensation	8,279.70	6,389.87	3,700.00
250-35-3502-402070	Christmas Gifts	150.75	0.00	0.00
250-35-3502-402080	Compensated Absences	0.00	7,658.60	1,200.00
	Employee Benefits	91,207.04	88,997.95	104,190.00
250-35-3502-403210	Education & Seminars	0.00	275.00	1,000.00
250-35-3502-404301	Maintenance Contracts	22,690.76	2,346.30	5,000.00
250-35-3502-404310	Building & Grounds Maintenance	5,997.03	11,733.47	15,000.00
250-35-3502-404515	Extraordinary Maintenance	6,989.23	14,183.56	64,435.00
250-35-3502-405302	Cell Phones	1,136.34	1,148.34	1,230.00
250-35-3502-405801	Travel Expense	0.00	480.66	1,500.00
	Facility & Equipment			
250-35-3502-406120	Maintenance Supplies	30,928.42	30,239.49	38,000.00
250-35-3502-406203	Gas, Oil & Lube	2,725.11	3,228.30	3,000.00
	Operations & Maintenance	70,466.89	63,635.12	129,165.00
250-35-3502-407410	Replacement Equipment	0.00	181.85	10,000.00
	Machinery & Equipment	0.00	181.85	10,000.00
	Public Housing Maintenance	329,385.85	310,043.44	413,605.00
	Public Housing	844,072.57	823,896.60	855,300.00

**City of Rock Springs  
Final Budget 2018-2019**

**Public Housing Notes**

<b>Authorized Positions</b>	<b>Pay Range</b>	<b>Budgeted Monthly Salary</b>
Housing Technician	47	5,149.00
Housing Accounting Coordinator	47	4,366.00
Accounting Technician II	40	3,727.00
Housing Maintenance Supervisor	57	5,842.00
Building Maintenance Mechanic II	44	4,238.00
Housing Maintenance Mechanic II	44	4,051.00
Part-time Custodian	312 hrs/yr	

# City of Rock Springs

## Final Budget 2018-2019

### Section 8 Vouchers Program Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
295-00-0000-322320	Portable Reimbursements	2,405.00	0.00	0.00
295-00-0000-331030	Subsidy - HAPS	299,213.00	286,754.00	345,000.00
295-00-0000-331032	Fraud Recovery - HAP	525.00	0.00	500.00
295-00-0000-331035	Subsidy - Admin	34,652.00	32,602.00	40,000.00
295-00-0000-331050	Portable Admin	98.02	0.00	0.00
295-00-0000-331052	Fraud Recovery - Admin	525.00	0.00	500.00
	Intergovernmental Revenue	337,418.02	319,356.00	386,000.00
295-00-0000-361100	Interest On Investments	145.49	92.04	80.00
295-00-0000-366025	Employee Share	0.00	0.00	2,000.00
295-00-0000-366200	Miscellaneous Reimbursements	0.00	4,092.00	0.00
295-00-0000-366325	Portable Reimbursement - Utility	356.00	0.00	0.00
	Miscellaneous Revenues	501.49	4,184.04	2,080.00
	Section 8 Voucher Revenue	337,919.51	323,540.04	388,080.00

## City of Rock Springs Final Budget 2018-2019

### Section 8 Vouchers Program Expenditures

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
295-35-3508-401011	Regular	25,280.68	24,723.30	27,000.00
	Salaries & Wages	25,280.68	24,723.30	27,000.00
295-35-3508-402010	Group Life Insurance	35.16	22.60	35.00
295-35-3508-402011	Health Insurance	1,820.38	861.73	3,000.00
295-35-3508-402020	Social Security	1,540.17	1,567.77	1,600.00
295-35-3508-402021	Medicare	988.90	366.62	400.00
295-35-3508-402030	Pension	3,519.77	4,199.81	4,200.00
295-35-3508-402060	Workers Compensation	167.43	133.46	150.00
295-35-3508-402080	Compensated Absences	0.00	683.16	400.00
	Employee Benefits	8,071.81	7,835.15	9,785.00
295-35-3508-403322	Audit Expense	1,000.00	1,000.00	1,250.00
295-35-3508-404008	Rental Assistance - TPT	16,063.00	9,799.00	10,000.00
295-35-3508-404009	Rental Assistance - VASH	77,346.00	80,916.00	85,000.00
295-35-3508-404010	Rental Assistance Payments	206,020.00	229,188.00	252,545.00
295-35-3508-404011	Utility Reimb Payments	661.00	124.00	500.00
	Portable Rental Assistance			
295-35-3508-404012	Payments	6,972.79	2,856.84	2,000.00
295-35-3508-404013	HAP Portable In Rent	2,405.00	0.00	0.00
295-35-3508-404014	HAP Portable In Utility	356.00	0.00	0.00
	Operations & Maintenance	310,823.79	323,883.84	351,295.00
	Section 8 Vouchers	344,176.28	356,442.29	388,080.00

**City of Rock Springs**  
**Final Budget 2018-2019**

Combined Improvement Districts Fund  
Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
550-00-0000-355010	Principal	0.00	0.00	50.00
	Combined Improvement District Revenue	0.00	0.00	50.00



**City of Rock Springs**  
**Final Budget 2018-2019**

LID#109 Bond Fund  
Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
552-00-0000-355010	Principal	0.00	0.00	50.00
	LID#109 Bond Fund	0.00	0.00	50.00

**City of Rock Springs**  
**Final Budget 2018-2019**

LID#118 Bond Fund  
Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
556-00-0000-355010	Principal	0.00	0.00	50.00
	LID#118 Bond Fund	0.00	0.00	50.00

**City of Rock Springs**  
**Final Budget 2018-2019**

LID #119 Bond Fund  
Revenues

Account	Description	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
559-00-0000-355010	Principal	0.00	0.00	50.00
	LID#119 Bond Fund	0.00	0.00	50.00

**City of Rock Springs**  
**Salary Chart Effective 7-1-2018**

Range Number	Title	Pay Period	Miniumum	Maximum
27	Janitor	Hourly	\$15.3692	\$19.1942
		Monthly	\$2,664	\$3,327
		Annual	\$31,968	\$39,924
28		Hourly	\$15.7558	\$19.6788
		Monthly	\$2,731	\$3,411
		Annual	\$32,772	\$40,932
29	Custodian	Hourly	\$16.1481	\$20.1692
		Monthly	\$2,799	\$3,496
		Annual	\$33,588	\$41,952
30	Police Records Technician I	Hourly	\$16.5519	\$20.6712
		Monthly	\$2,869	\$3,583
		Annual	\$34,428	\$42,996
31	Accounting Technician I Lifeguard/Instructor	Hourly	\$16.9673	\$21.1904
		Monthly	\$2,941	\$3,673
		Annual	\$35,292	\$44,076
32	Animal Control Assistant	Hourly	\$17.3885	\$21.7212
		Monthly	\$3,014	\$3,765
		Annual	\$36,168	\$45,180
33	Recreation Specialist	Hourly	\$17.8269	\$22.2635
		Monthly	\$3,090	\$3,859
		Annual	\$37,080	\$46,308
34	Animal Control Officer I Parking and Nuisance Control Officer Community Service Officer	Hourly	\$18.2712	\$22.8173
		Monthly	\$3,167	\$3,955
		Annual	\$38,004	\$47,460
35	Maintenance Worker I Apprentice/Assistant Golf Pro	Hourly	\$18.7269	\$23.3885
		Monthly	\$3,246	\$4,054
		Annual	\$38,952	\$48,648
36	Administrative Assistant	Hourly	\$19.1942	\$23.9712
	Animal Control Administrative Assistant	Monthly	\$3,327	\$4,155
	Building Maintenance Mechanic I	Annual	\$39,924	\$49,860
	Court Clerk			
	Exhibit Coordinator			
36	Housing Maintenance Mechanic I			
	Police Records Technician II			

**City of Rock Springs**  
**Salary Chart Effective 7-1-2018**

Range Number	Title	Pay Period	Miniumum	Maximum
37	Senior Custodian Evidence Technican	Hourly	\$19.6788	\$24.5712
		Monthly	\$3,411	\$4,259
		Annual	\$40,932	\$51,108
38	Evidence Coordinator Work Restitution Coordinator Theater Coordinator	Hourly	\$20.1692	\$25.1885
		Monthly	\$3,496	\$4,366
		Annual	\$41,952	\$52,392
39		Hourly	\$20.6712	\$25.8173
		Monthly	\$3,583	\$4,475
		Annual	\$42,996	\$53,700
40	Accounting Technician II Animal Control Officer II Building Inspector I Cemetery Maintenance Worker I Collection System Worker I Maintenance Worker II Park Maintenance Worker Recreation Supervisor Street Maintenance Worker I Wastewater Treatment Plant Operator I Water System Operator I	Hourly	\$21.1904	\$26.4635
		Monthly	\$3,673	\$4,587
		Annual	\$44,076	\$55,044
41		Hourly	\$21.7212	\$27.1269
		Monthly	\$3,765	\$4,702
		Annual	\$45,180	\$56,424
42	Computer Support Specialist I	Hourly	\$22.2635	\$27.8019
		Monthly	\$3,859	\$4,819
		Annual	\$46,308	\$57,828
43		Hourly	\$22.8173	\$28.5000
		Monthly	\$3,955	\$4,940
		Annual	\$47,460	\$59,280
44	Collection System Worker II City Clerk Administrative Assistant	Hourly	\$23.3885	\$29.2096
		Monthly	\$4,054	\$5,063
44	Housing Maintenance Mechanic II Irrigation Technician Senior Accounting Technician Senior Adminitrative Assistant	Annual	\$48,648	\$60,756

**City of Rock Springs**  
**Salary Chart Effective 7-1-2018**

Range Number	Title	Pay Period	Miniumum	Maximum
45	Senior Court Clerk	Hourly	\$23.9712	\$29.9423
		Monthly	\$4,155	\$5,190
		Annual	\$49,860	\$62,280
46	Building Maintenance Mechanic II	Hourly	\$24.5712	\$30.6865
	Cemetery Maintenance Worker II	Monthly	\$4,259	\$5,319
	Legal Administrative Assistant	Annual	\$51,108	\$63,828
	Police Records Supervisor			
	Street Maintenance Worker II			
47	Animal Control Supervisor	Hourly	\$25.1885	\$31.4538
	Assistant City Planner	Monthly	\$4,366	\$5,452
	Housing Accounting Coordinator	Annual	\$52,392	\$65,424
	Housing Technician			
	Planning Technician			
	Senior Recreation Supervisor			
	Wastewater Treatment Plant Operator II			
48	Water System Operator II			
	Cemetery Maintenance Worker III	Hourly	\$25.8173	\$32.2442
	Equipment Mechanic	Monthly	\$4,475	\$5,589
	Police Officer I	Annual	\$53,700	\$67,068
	Street Maintenance Worker III			
49	Police Officer II	Hourly	\$26.4635	\$33.0462
		Monthly	\$4,587	\$5,728
		Annual	\$55,044	\$68,736
50	Computer Support Specialist II	Hourly	\$27.1269	\$33.8769
		Monthly	\$4,702	\$5,872
		Annual	\$56,424	\$70,464
51	Building Inspector II	Hourly	\$27.8019	\$34.7192
	Electrical Inspector	Monthly	\$4,819	\$6,018
	Fire Inspector	Annual	\$57,828	\$72,216
	Ice Arena Supervisor			
	Maintenance Crew Supervisor			
	Laboratory Technician			
	Museum Coordinator			
	Plans Examiner			
	Street Crew Supervisor			

**City of Rock Springs**  
**Salary Chart Effective 7-1-2018**

Range Number	Title	Pay Period	Miniumum	Maximum
52	Wastewater Treatment Plant Operator III Water Crew Supervisor Water System Operator III	Hourly	\$28.5000	\$35.5904
		Monthly	\$4,940	\$6,169
		Annual	\$59,280	\$74,028
53	Police Corporal Senior Plant Mechanic Lead Collection Operator/Pretreatment Assistant	Hourly	\$29.2096	\$36.4788
		Monthly	\$5,063	\$6,323
		Annual	\$60,756	\$75,876
54		Hourly	\$29.9423	\$37.3904
		Monthly	\$5,190	\$6,481
		Annual	\$62,280	\$77,772
55		Hourly	\$30.6865	\$38.3250
		Monthly	\$5,319	\$6,643
		Annual	\$63,828	\$79,716
56	Building Inspector III	Hourly	\$31.4538	\$39.2827
		Monthly	\$5,452	\$6,809
		Annual	\$65,424	\$81,708
57	Building Maintenance Supervisor Cemetery, Weed & Pest Supervisor Chief Wastewater Treatment Plant Operator Golf Course Professional Housing Maintenance Supervisor Police Sergeant Pre-Treatment & Collection Supervisor Water Crew Supervisor Accountant	Hourly	\$32.2442	\$40.2635
		Monthly	\$5,589	\$6,979
		Annual	\$67,068	\$83,748
58		Hourly	\$33.0462	\$41.2731
		Monthly	\$5,728	\$7,154
		Annual	\$68,736	\$85,848
59		Hourly	\$33.8769	\$42.3058
		Monthly	\$5,872	\$7,333
		Annual	\$70,464	\$87,996
60	Civil Engineer I Information Tecnology Specialist	Hourly	\$34.7192	\$43.3615
		Monthly	\$6,018	\$7,516
		Annual	\$72,216	\$90,192

**City of Rock Springs**  
**Salary Chart Effective 7-1-2018**

Range Number	Title	Pay Period	Miniumum	Maximum
61	Equipment Maintenance Supervisor	Hourly	\$35.5904	\$44.4462
	Park Superintendent	Monthly	\$6,169	\$7,704
	Recreation Center Superintendent	Annual	\$74,028	\$92,448
	Recreation Complex Superintendent			
	Street Maintenance Superintendent			
	URA Manager			
	Water Distribution Superintendent			
62	Housing and Community Resources Supervisor	Hourly	\$36.4788	\$45.5596
	Senior Accountant	Monthly	\$6,323	\$7,897
		Annual	\$75,876	\$94,764
63		Hourly	\$37.3904	\$46.6962
		Monthly	\$6,481	\$8,094
		Annual	\$77,772	\$97,128
64	Chief Building Inspector	Hourly	\$38.3250	\$47.8615
	Civil Engineer II	Monthly	\$6,643	\$8,296
	Police Commander	Annual	\$79,716	\$99,552
	Wastewater Treatment Plant Superintendent			
65	City Planner	Hourly	\$39.2827	\$49.0615
		Monthly	\$6,809	\$8,504
		Annual	\$81,708	\$102,048
66		Hourly	\$40.2635	\$50.2846
		Monthly	\$6,979	\$8,716
		Annual	\$83,748	\$104,592
67		Hourly	\$41.2731	\$51.5423
		Monthly	\$7,154	\$8,934
		Annual	\$85,848	\$107,208
68	City Engineer	Hourly	\$42.3058	\$52.8346
		Monthly	\$7,333	\$9,158
		Annual	\$87,996	\$109,896
69	Assistant City Attorney	Hourly	\$43.3615	\$54.1558
		Monthly	\$7,516	\$9,387
		Annual	\$90,192	\$112,644
70		Hourly	\$44.4462	\$55.5058
		Monthly	\$7,704	\$9,621



**City of Rock Springs**  
**Salary Chart Effective 7-1-2018**

Range Number	Title	Pay Period	Miniumum	Maximum
71		Annual	\$92,448	\$115,452
		Hourly	\$45.5596	\$56.8962
		Monthly	\$7,897	\$9,862
		Annual	\$94,764	\$118,344
72		Hourly	\$46.6962	\$58.3154
		Monthly	\$8,094	\$10,108
		Annual	\$97,128	\$121,296
73	City Attorney	Hourly	\$47.8615	\$59.7750
	Director of Administrative Services	Monthly	\$8,296	\$10,361
	Director of Engineering and Operations	Annual	\$99,552	\$124,332
	Director of Parks and Recreation			
	Director of Public Services			
	Fire Chief			
	Human Resources Director			
	Municipal Court Judge			
	Police Chief			

DRB  
6/15/19

RESOLUTION NO. 2018-95

A RESOLUTION ESTABLISHING A PAY PLAN AND INSURANCE BENEFITS FOR DEPARTMENT HEADS AND NON-BARGAINING UNIT EMPLOYEES OF THE CITY OF ROCK SPRINGS, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS AND MATTHEW L. MCBURNETT AS CITY CLERK FOR THE CITY OF ROCK SPRINGS, TO IMPLEMENT SAID PAY PLAN AND INSURANCE BENEFITS FOR THE 2018-2019 FISCAL YEAR.

WHEREAS, the City of Rock Springs wishes to establish a pay plan and insurance benefits for the 2018-2019 year, for department heads and employees who are not members of the bargaining unit represented by the International Union of the United Mine Workers of America, herein referred to as non-bargaining unit employees; and,

WHEREAS, the City of Rock Springs wishes to establish and authorize the pay for Alternate Municipal Judges pursuant to Rock Springs Ordinances Section 1-605.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. "Non-bargaining unit employees" shall include Department Heads for the purposes of this resolution.

Section 2. That each non-bargaining unit employee shall receive a 1.00% cost of living increase in wages. In addition, each employee will be given a 1.50% movement in the appropriate pay range for a total of 2.50%. It is understood that the employees who have reached the maximum pay in their range may receive less than 1.50% and therefore may receive less than 2.50% total.

Section 3. The City shall pay eighty percent (80.0%) of the monthly insurance premium for each non-bargaining unit employee and each non-bargaining unit employee shall pay twenty percent (20.0%) of such monthly insurance premium. These amounts shall be calculated for each employee based upon the overall funding requirements for the insurance plan and the coverage required for the particular employee. The overall cost of funding the employee health insurance plan is subject to change during the term of this agreement. The parties in the same percentage ratio referred to above will share any increase in the overall cost of funding this plan. In the event funding levels result in excess amounts over and above the amount necessary to meet the funding requirements for the health insurance plan, these excess amounts will be held in the insurance fund. If excess funds are available in the insurance fund, then, by a majority vote of all covered city employees, such employees will receive a reduction in premium costs, increased or improved benefits or the funds will be used for such purposes as will benefit the employees covered by the plan. These options shall be recommended by the AdHoc Insurance Committee after prudent investigation and review. Within the Collective Bargaining Agreement with the International Union of the United Mine Workers of America, there exists a Schedule of Benefits which includes

deductibles, co-payments and coinsurance. That Schedule of Benefits is hereby incorporated in this resolution.

Section 4. The City will provide, at no cost to all non-bargaining unit employees, individual and family memberships to the Rock Springs Civic Center and the Rock Springs Family Recreation Center. The City will provide memberships to the Rock Springs White Mountain Golf Course at fifty percent (50%) of the regular cost for such memberships. For the purposes of this section, a family member is defined as any person who would qualify for coverage under the employee's health insurance plan with the City of Rock Springs.

Upon retirement from City service, a retiree is eligible for a lifetime single membership to the Civic Center, Recreation Center and White Mountain Golf Course at no charge, if the following criteria are met:

- a. eligible for full retirement benefits under the Wyoming Retirement System, or;
- b. sixty two (62) years of age or older at time of retirement
- c. Retired employee is responsible for initiating the benefit.

Section 5. Alternate Municipal Judges. Pursuant to the provisions of Rock Springs Ordinance Section 1-605, Alternate Municipal Judges shall receive an amount not to exceed \$75.00 for each hour of service in the Municipal Court.

Section 6. This resolution shall become effective July 1, 2018.

PASSED AND APPROVED this 19th day of June, 2018.



Billy W. Shalata  
President of the Council

Carl Shalata  
Mayor

Attest:

Matthew L. McBurney  
City Clerk



THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Carl R. Demshar, Jr., Mayor of the City of Rock Springs, Wyoming, do hereby proclaim that the foregoing Resolution of the said City of Rock Springs was, on the date thereof, duly and regularly passed and approved by the City Council of the said City of Rock Springs and by the Mayor of said City and attested by the City Clerk of said City, and I do hereby proclaim the same to be in full force and effect from and after the date of its passage and approval.

  
\_\_\_\_\_  
Mayor

THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Matthew L. McBurnett, City Clerk of the City of Rock Springs, Wyoming, do hereby certify that on this 19<sup>th</sup> day of June, 2018, the foregoing Resolution of the City of Rock Springs was proclaimed by the Mayor of said City to be in full force and effect from and after the passage thereof as set forth in said Resolution, and that the same was posted by me in the office of the City Clerk as directed by the City Council on the 19<sup>th</sup> day of June, 2018, at 7:40 p.m. of said day.

  
\_\_\_\_\_  
City Clerk

RESOLUTION NO. 2018- 82

A RESOLUTION ACCEPTING AND APPROVING A 2018-2020 COLLECTIVE LABOR AGREEMENT WITH THE FIREFIGHTERS LOCAL 1499, I.A.F.F. AND AUTHORIZING AND DIRECTING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, AND MATTHEW L. MCBURNETT, AS CITY CLERK, OF THE CITY OF ROCK SPRINGS TO EXECUTE SAID COLLECTIVE LABOR AGREEMENT ON BEHALF OF SAID CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the Firefighters Local 1499, I.A.F.F., has tendered to the City of Rock Springs, a 2018-2020 Collective Labor Agreement setting forth wages and working conditions of employment of the Rock Springs Fire Department employees; and,

WHEREAS, the Governing Body of the City of Rock Springs has before it the proposed 2018-2020 Collective Labor Agreement, and given it careful review and consideration; and,

WHEREAS, it is considered in the best interest of said City to enter into said 2018-2020 Collective Labor Agreement with the Firefighters Local 1499, I.A.F.F.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the terms and provisions of the 2018-2020 Collective Labor Agreement with the Firefighters Local 1499 I.A.F.F. be, and they are hereby, accepted and approved by the City of Rock Springs, State of Wyoming.

Section 2. That the Mayor of said City be, and he is hereby, authorized, empowered and directed to execute said 2018-2020 Collective Labor Agreement on behalf of said City; and that the City Clerk of said City is hereby authorized and directed to attest said Collective Labor Agreement and to attach to each duplicate original a certified copy of this Resolution.

PASSED AND APPROVED this 15th day of May, 2018.



Attest:

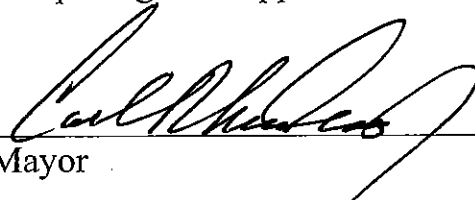
Matthew L. McBurnett  
City Clerk

Billy W. Shalata  
President of the Council

Carl D. Demshar, Jr.  
Mayor


THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Carl R. Demshar, Jr., Mayor of the City of Rock Springs, Wyoming, do hereby proclaim that the foregoing Resolution of the said City of Rock Springs was, on the date thereof, duly and regularly passed and approved by the City Council of the said City of Rock Springs and by the Mayor of said City and attested by the City Clerk of said City, and I do hereby proclaim the same to be in full force and effect from and after the date of its passage and approval.

  
\_\_\_\_\_  
Mayor

THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Matthew L. McBurnett, City Clerk of the City of Rock Springs, Wyoming, do hereby certify that on this 15<sup>th</sup> day of May, 2018, the foregoing Resolution of the City of Rock Springs was proclaimed by the Mayor of said City to be in full force and effect from and after the passage thereof as set forth in said Resolution, and that the same was posted by me in the office of the City Clerk as directed by the City Council on the 15<sup>th</sup> day of May, 2018, at 7:30 p.m. of said day.

  
\_\_\_\_\_  
City Clerk

2018-2020  
COLLECTIVE LABOR AGREEMENT

Between

THE CITY OF ROCK SPRINGS

and

THE FIREFIGHTERS LOCAL 1499, I.A.F.F.

COLLECTIVE LABOR AGREEMENT

This Agreement made and entered into on this \_\_\_\_\_ day of April, 2018 by and between the CITY OF ROCK SPRINGS, a municipal corporation of the State of Wyoming, hereinafter referred to as "City", and the FIREFIGHTERS LOCAL 1499, I.A.F.F.

The paid members of the Rock Springs Fire Department of the City of Rock Springs, Wyoming, by a majority, have selected Local 1499 as their exclusive bargaining agent.

Representatives of Local 1499 have asked the corporate authorities for collective bargaining to negotiate a written contract as to wages and working conditions of employment by said Fire Department employees.

The members of IAFF Local #1499 and the Rock Springs Fire Department will have primary first response responsibilities for all calls within the City limits of Rock Springs. This Section does not preclude the City from entering into any secondary mutual aid agreements with any outside agency.

#### THE PARTIES AGREE AS FOLLOWS:

#### ARTICLE I - EFFECTIVE DATE

Pursuant to the parties' agreement, this Collective Labor Agreement shall have a term of two years, commencing on July 1, 2018 and continuing through June 30, 2020. At that time, the Agreement shall be renegotiated for a period of two (2) years.

#### ARTICLE II - APPLICATION

This Collective Labor Agreement shall apply to all Fire Department employees of the City of Rock Springs.

#### ARTICLE III - COMPENSATION

SECTION 1. WAGES. It is agreed that on the effective dates of this contract Firefighters shall be paid on an hourly basis for all work performed during each of the monthly pay periods identified by the City.

The Firefighters agree to recognize the comprehensive wage and classification study conducted by Personnel Concepts, Inc., and accepted by the City of Rock Springs pursuant to Resolution numbers 2000-174 and 2000-176, which, among other things, included a recommendation that Fire Department employees be paid within certain ranges having a minimum and a maximum monthly pay rate as identified within the study. The Firefighter Union agrees to have its members placed within the ranges recommended by the study as follows: Firefighter - Range No. 48, Captain - Range No. 57, Battalion Chief - Range No. 61. The Union agrees that once a member reaches the maximum monthly base rate within the range, the member may receive a base wage increase based exclusively upon the increase in the cost of living for southwest Wyoming, as negotiated and agreed upon by the Firefighters Union and the City.



Attached and incorporated herein by this reference is "Exhibit A", which is a chart showing the minimum and maximum pay within the ranges referred to above and the exact placement of each union employee within these ranges. Also included in Exhibit "A" are the following current job descriptions:

Firefighter (Approved by Resolution No. 2009-21, February 3, 2009)

Fire Captain (Approved by Resolution No. 2009-21, February 3, 2009)

Fire Battalion Chief-Fire Inspector (Approved by Resolution No. 2009-21, February 3, 2009)

Fire Battalion Chief (Approved by Resolution No. 2009-21, February 3, 2009)

The City agrees that it may undertake a review of the wage and classification study referred to above as recommended by Personnel Concepts as a part of the study.

All firefighters who have achieved seven or more years of service from the date of their employment with the department or seven or more years of service from the date of promotion within the department, and who were not being paid the maximum rate, shall have their salaries increased to the maximum rate of pay.

All other firefighters who are not receiving the maximum rate of pay shall have their pay increased an additional 3% at the beginning of each fiscal year; however, no firefighter shall have his or her wages increased to more than the maximum rate.\*

\* The parties hereto acknowledge that at the time this contract is being negotiated, revenues sufficient to comply with the foregoing paragraph are unavailable to the City. Nonetheless, The City will give each employee a cost of living increase of 1.0%. In addition, each employee will be given up to a 1.5% movement or increase in the appropriate pay range for a total of 2.5% dependent upon the current rate of pay for that employee in relation to their current pay range. The parties agree to revisit the issue of compensation at the beginning of the next negotiation cycle in the year 2019. This shall not affect those firefighters who achieve seven or more years of service from the date of either their employment or promotion, as contemplated above.

**SECTION 2. HOLIDAY PAY.** Each person employed in the Fire Department who is scheduled to work or called in to work any part of the 24 hour shift beginning at 7:00 AM on all designated City holidays shall be paid at a rate two and one half (2½) times their regular hourly base rate of pay excluding overtime for those hours actually worked. Those holidays shall include:

New Year's Day January 1	Washington/Lincoln B-day 3rd Monday in February	Good Friday Friday before Easter
Memorial Day Last Monday in May	Independence Day July 4	Labor Day 1st Monday in Sept.
Columbus Day 2nd Monday in October	Veteran's Day November 11	Thanksgiving Day 4 <sup>th</sup> Thursday in Nov.

Day after Thanksgiving

Christmas Eve  
December 24

Christmas Day  
December 25

New Year's Eve  
December 31

Holidays observed during a scheduled vacation period will not be counted as vacation time.

SECTION 2.1. HOLIDAY PAY-Day Personnel. The City agrees to recognize the following holidays *off with pay* for each person employed in the Fire Department who is scheduled to day work.

New Year's Day	January 1
Good Friday	Friday before Easter
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	1 <sup>st</sup> Monday in September
Veteran's Day	November 11 <sup>th</sup>
Thanksgiving Days	4 <sup>th</sup> Thursday and Friday in November
Christmas Eve	December 24 <sup>th</sup>
Christmas	December 25 <sup>th</sup>
New Year's Eve	31 <sup>st</sup> of December

When any of the recognized holidays fall on a Sunday, the Monday succeeding shall be recognized as the legal holiday. When any holiday falls on a Saturday, the Friday preceding shall be designated as the legal holiday. If Christmas Eve, falls on a Friday and Christmas falls on a Saturday, or if New Year's Eve falls on a Friday and New Year's Day falls on a Saturday, the following Monday shall be observed as a holiday. If Christmas Eve falls on a Sunday and Christmas day falls on a Monday or if New Year's Eve falls on a Sunday and New Year's Day falls on a Monday, the preceding Friday shall be observed as a holiday.

Holidays observed during a scheduled vacation period will not be counted as vacation time.

Employees that have been on sick leave prior to a holiday will not have the holiday counted as a sick day.

Each person employed in the Fire Department who is assigned to day work who is called in to work any part of the 24 hour day on a designated holidays shall be paid at a rate two and one half (2½) times their regular hourly base rate of pay excluding overtime for those hours actually worked.

For the purpose of calculating unscheduled overtime pay, holidays shall be included in the calculation as though worked.

SECTION 3. FIRE SERVICE TRAINING. Each Firefighter hired before 9/19/2005 through the position of Battalion Chief, who successfully completes a phase of the National Fire Protection Association (NFPA) 1001: Standard for Firefighter Professional Qualifications (the

phases being for certification of Firefighter Levels 1 and 2) and NFPA 1002: Standard for Apparatus Driver/Operator Professional Qualifications (the phase being for certification of Fire Apparatus Operator) and receives certification from the State of Wyoming Fire Marshals' office, shall receive a \$25.00 per month increase in salary for each phase.

Each firefighter hired after 9/19/2005 through the position of Battalion Chief who successfully completes a phase of the NFPA 1001: Standard for Firefighter Professional Qualifications, NPQS (Pro Board) accredited (the phases being for certification of Firefighter Levels 1 and 2) and NFPA 1002: Standard for Apparatus Driver/Operator Professional Qualifications, NPQS accredited (Apparatus Driver Operator: Pumper and Apparatus Driver Operator: Aerial being considered one phase of certification), and receives certification from the State of Wyoming Fire Marshals' office, shall receive a \$25.00 per month increase in salary for each phase.

The Fire Department encourages all personnel interested in becoming an Emergency Medical Technician to do so and will pay all fees to attend classes and to obtain certification. With the approval of the Fire Chief and Mayor, employees will be allowed to attend class while on duty. If manpower would be reduced in the City to less than nine (9), the City will make arrangements to cover one duty station at any one time. The Fire Department will provide all documentation, training, and testing fees associated with maintaining certification. Each firefighter, through the position of Battalion Chief, who successfully completes and maintains a phase of the Wyoming Office of Emergency Medical Services Emergency Medical Technician training (the phases being for certification of EMT- Basic, A-EMT, EMT-Intermediate, and EMT-paramedic certification standards), and receives certification from the State of Wyoming Office of Emergency Medical Services, shall receive a cumulative increase in salary. A firefighter with EMT basic certification shall receive an additional \$37.50 per month. Firefighters with an EMT ALS A-EMT/Intermediate certification shall receive an additional payment equivalent to 1.55% of top-level Firefighter pay per month, and Firefighters with Paramedic certification shall receive an additional payment equivalent to 2.43% of top-level Firefighter pay per month.

As each phase is completed, the Firefighter shall receive an additional increase in monthly salary for the completed phase. Each increase in salary shall take effect at the beginning of the payroll period following the date on which certification of successful taking, completion and passing of a phase is presented to the City Clerk for verification purposes. The City Clerk shall include the maximum monthly amount available under this section when computing the maximum monthly salary of a fireman first class.

**SECTION 4. OVERTIME PAY.** Eligibility for overtime pay shall be determined pursuant to Article 4 of this contract. Unless otherwise specifically identified within this contract all overtime hours worked shall be compensated for at a rate of one and one-half the regular hourly rate of pay. For the purpose of calculating unscheduled overtime pay, all vacation, comp and floating time shall be included in the calculation as though worked. Sick leave shall not be considered as hours worked or included in this calculation. Incentive pay, referred to in Section 3, above, shall be converted to hourly amounts and added to the firefighter's regular rate of pay for purposes of calculating the appropriate overtime rate of pay.

SECTION 5. COMPENSATORY TIME. Firefighters shall be eligible for compensatory time for time worked in addition to their regularly scheduled shifts. Compensatory time shall be accumulated at one and one half (1½) times regular rate (except where otherwise provided in Article III, Section 2, Holiday Pay), for additional hours worked beyond 182 hours as set forth in Article IV, Section 1., Shift Employees. Sick leave shall not be considered as hours worked. Compensatory time will be allowed to accumulate to a maximum of 240 hours with no limit of hours that can be turned in for payment. Any time over 240 hours must be used within 30 days of being earned or monetary pay in lieu of compensatory time shall be given.

Compensatory time must be taken in increments of not less than four (4) hours. Compensatory time which is requested to be taken after 7:00 p.m. must be for the remainder of the 24 hour shift. Compensatory time taken prior to 7:00 p.m. must be taken and used by 11:00 p.m., or the remainder of the 24 hour shift must be taken.

No compensatory time shall be granted during any time in which the number of Firefighters on duty is reduced, for any reason, to less than nine (9) Firefighters for the presently existing three stations. Notification of shift supervisor one (1) hour prior to utilization of compensatory time to allow for station coverage will be required.

SECTION 5.1 COMPENSATORY TIME-DAY PERSONNEL. Day Personnel shall be eligible for compensatory time for time worked in addition to their regularly scheduled shifts. Compensatory time shall be accumulated at one and one half (1½) times regular rate, (except where otherwise provided in Article III, Section 2.1, Holiday Pay), for additional hours worked beyond 40 hours as set forth in Article IV, Section 2., Day Personnel. Sick leave shall not be considered as hours worked. Compensatory time will be allowed to accumulate to a maximum of 240 hours with no limit of hours that can be turned in for payment. Any time over 240 hours must be used within 30 days of being earned or monetary pay in lieu of compensatory time shall be given.

Compensatory time must be taken in increments of not less than *one* (1) hours.

SECTION 6. OVERTIME COMPENSATION. Fire Department employee will have discretion whether overtime compensation will be pay or compensatory time.

SECTION 7. PENSION CONTRIBUTION. The City shall pay its proportionate share into the Firemen's Pension Fund as required by State Law. The City shall make the pension contribution on behalf of all Firefighters required to contribute to the State Plan B pension fund. The City's contribution on behalf of such firefighters shall not exceed six percent (6%) of the firefighter's salary total compensation as defined by W.S. §15-5-402(a)(iii), as amended effective 7-1-2002.

SECTION 8. PROMOTION OR TEMPORARY ASSIGNMENT INTO A HIGHER RANK. At such time as a member of the Fire Department is promoted into a higher ranking position within the Department, he shall be paid in the new pay range at a rate not less than five percent (5%) greater than his existing rate of pay, not to exceed the maximum salary in the new range. In the event an employee is temporarily assigned into a higher rank by the Fire Chief, the employee shall be paid in the new range not less than five percent (5%) greater than his existing

rate of pay.

## ARTICLE IV - HOURS OF WORK

**SECTION 1. SHIFT EMPLOYEES.** The work period established in this section is recognized as being in conformance with the Fair Labor Standards Act, and to utilize those standards allowed within Section 7(k) of the Act. The work period for employees assigned to shift duty shall be one hundred eighty-two (182) regular hours and ten (10) FLSA scheduled overtime hours within a twenty-four (24) consecutive day period and shall be served in two consecutive twenty-four (24) hour shifts. For purposes of initiating this work schedule the following dates shall be used:

Platoon A	January 1, 2017
Platoon C	January 3, 2017
Platoon B	January 5, 2017

It is further recognized that the needs of the City will require that overtime hours be scheduled in addition to regular hours on an on-going basis.

**SECTION 2. DAY PERSONNEL.** The normal work week for day personnel shall be an average of forty (40) hours per week on a basis of eight (8) hours per day. The number of employees assigned as day personnel, including the Fire Chief and Fire Inspector, shall not exceed a total of six (6) persons. All personnel assigned to day work shall have their pay rates calculated on the basis of a forty (40) hour work week using the employee's annual salary divided by two thousand and eighty (2080) hours to determine the hourly pay rate.

**SECTION 3. SHIFT TRADES.** Shift trades shall be allowed subject to the following conditions:

- a) All trades must be authorized in advance, in writing, by a shift supervisor.
- b) All shift trades agreements must be fulfilled within a twelve (12) month period.

**SECTION 4. CALL BACK.** Any Firefighter called in for duty, while off-duty, shall receive a two-hour (2 hr.) minimum overtime payment.

**SECTION 5. OFF-DUTY TRAINING.** When a firefighter is called in for mandatory training, he shall be compensated in the usual manner, receive straight time pay for every hour actually worked or spent in training during the 24 consecutive day work period, up to 182 hours. Each firefighter shall receive time and one-half (1 1/2) pay for every hour actually worked or spent in training in excess of 182 hours during the 24 consecutive day work period, except where otherwise provided in this contract. In the event any firefighter is called in for mandatory training during a 24 day work period for which he had vacation time scheduled pursuant to Article V, Section 3, the firefighter shall receive 1½ times regular pay for such training, provided that the vacation time was scheduled prior to the time when the mandatory training was scheduled.

**SECTION 6. Transferability.** In the event that a vacancy exists in a day personnel position, that is forty (40) hours per week on a basis of eight (8) hours per day, then shift employees within the same rank as the vacancy, shall be given the opportunity to fill the day position. Priority

shall be on the basis of seniority within the rank.

In the event that a vacancy exists in a shift employee position, that is one hundred eighty-two (182) hours within a twenty-four consecutive day period and shall be served in twenty-four (24) hour shifts, then day personnel within the same rank as the vacancy, shall be given the opportunity to fill the shift work position. Priority shall be on the basis of seniority within the rank.

## ARTICLE V - VACATIONS AND FLOATING DAYS OFF

SECTION 1. VACATION ELIGIBILITY. Annual vacations shall be determined for the period from January 1st to December 31st of each year. Vacations will be determined by anniversary and seniority dates. The vacation accumulation schedule for employees shall be:

TOURS OF DUTY	MONTHS OF CONTINUAL SERVICE
12 hours per month	(1) through (60)
18 hours per month	(61) through (120)
24 hours per month	(121) through (180)
30 hours per month	(181) through (276)
36 hours per month	(277) and up

Firefighters will be allowed to carry over one (1) year's worth of accumulation of vacation from anniversary to anniversary.

## SECTION 2. DAY EMPLOYEE ACCRUAL.

a) Employees assigned to day work, rather than shift work, shall be entitled to annual vacation leave.

Vacation leave shall be computed from the first of the month in which the employee begins employment and shall be based upon continuous service.

Vacation leave shall accrue at the following rates for day shift employees:

YEARS OF SERVICE	RATE
0-5	1 working day per month
6-10	1 1/2 working days per month
11-15	1 3/4 working days per month
16-23	2 working days per month
24 and up	2 1/2 working days per month

b) Vacation leave shall, to the extent possible, be taken during the 12-month period

following accrual. Firefighters will be allowed to carry over one (1) year's worth of accumulation of vacation from anniversary to anniversary.

An employee may be allowed to carry over in excess of one (1) year's worth of accumulation of vacation leave with the prior permission of the Chief and Mayor. All hours in excess of one (1) year's worth of accumulation of vacation which have accrued but remain unused shall be paid out pursuant to the provisions of sub-section (d).

c) Requests for annual leave shall be prepared by the employee and submitted to the Chief for approval. Vacation schedules shall be determined by the Chief after considering employee requests, departmental needs and policy, and all other attendant circumstances.

d) Pay in lieu of annual vacation leave will not be granted except as follows:

1. If a day shift employee with one year or more service terminates employment, the employee shall be paid a salary equivalent to the amount of vacation leave available for use at time of termination.
2. If a day shift employee dies and has annual leave to his or her credit, the salary equivalent to the accrued annual leave, together with any unpaid wages owed, shall be paid to his or her estate.
3. When the day employee is unable to take vacation day because of illness or scheduling.

SECTION 3. VACATION SCHEDULING. To maximize scheduling opportunities, vacations should be chosen in increments of two (2) consecutive 24 hour regularly assigned tours of duty during any six (6) day period for shift employees. However, an employee may choose to use a priority pick for less than two (2) days of that tour of duty. Example: preference would be for an employee to choose scheduled work days – January 1<sup>st</sup> and 2<sup>nd</sup> for one priority pick. Option for one priority pick would be to choose only one of those shifts. Any vacation time not used as a priority pick shall have the same preference as compensatory time and floating days, and shall be granted on a first come first granted basis. Subject to minimum manpower requirements and upgrades, vacation time requested outside of the priority selection process may be scheduled for less than 24 hour increments. Single shift vacation time not chosen as part of the seniority selection process will have the same preference as compensatory time and floating days. Vacation hours taken shall be deducted on an hour for hour basis from the employee's scheduled work period, without differentiation as to regular or overtime scheduled hours of work. Two Firefighters can be scheduled to take vacation at the same time; however, only one may be an officer. The Fire Chief shall have authority to "block out" days for the purpose of scheduling training and to address anticipated manpower shortages during which vacations may not be scheduled. The Fire Chief shall not "block out" days for the purpose of scheduling training until after March 15<sup>th</sup> of the calendar year.

The Union and the City will develop and mutually agree to a plan for vacation scheduling to be implemented and administered by the Fire Chief.

Vacations requested after April 1st will not have priority over floating days, compensatory

time or single shift vacation days. Granting of floating days, compensatory time or vacation days will be on a first asked, first granted basis.

**Cancellation.** The employee shall notify their shift officer in charge at least five (5) days prior to the date of the scheduled vacation.

**Exceptions.** Emergencies, i.e. illness, funeral leave, etc., will be reviewed by the Fire Chief. Cancellation of a vacation later than five (5) days prior to the scheduled date shall be at the Fire Chief's discretion.

**Allocation:** The selection of vacation will be based upon seniority, crew by crew. The employee with the most seniority shall have preference for each choice. However, a first choice vacation by a less senior employee shall be given priority over a second choice by an employee with more seniority, etc. Vacation requests after deadlines shall not be given preference and shall be granted on a first asked, first granted basis.

Shift employees will get a priority pick according to months of continuous service, as follows:

(1) through (60)	3 Priority Picks
(61) through (120)	5 Priority Picks
(121) through (180)	6 Priority Picks
(181) through (276)	8 Priority Picks
(277) and up	9 Priority Picks

**SECTION 4. FLOATING DAYS.** Each member of the Fire Department shall be entitled to two (2) floating days off for personal reasons during each year of this agreement, provided, however:

- a) No floating days shall be granted during any time in which the number of Firefighters available on duty is reduced, for any reason, to less than nine (9) Firefighters for the presently existing three stations. Notification of shift supervisor one (1) hour prior to utilization of floating time to allow for station coverage will be required.
- b) It is intended that floating days are to be used during the term of this agreement. Floating days may be substituted for scheduled vacation days in the same pay period. Any floating day not used during the contract period, will be lost or forfeited.
- c) Day personnel must notify the Fire Chief at least (1) one hour prior to utilizing floating days. Day personnel are not subject to the staffing requirements of Article V, section 4;a, when utilizing floating time.

#### **SECTION 5. PAYMENT IN LIEU OF VACATION - SHIFT EMPLOYEES.**

- a) Pay in lieu of annual vacation leave will not be granted except as follows:



1. When the shift employee is unable to take vacation day because of illness or scheduling.
2. If an employee terminates employment, the employee shall be paid a salary equivalent to the amount of vacation leave available for use at time of termination.
3. If an employee dies and has leave to his or her credit, the salary equivalent to the accrued annual leave, together with any unpaid wages owed, shall be paid to his or her estate.

## ARTICLE VI - SICK LEAVE

SECTION 1. ACCUMULATION AND DEFINITION. Those employees of the Fire Department who are regularly scheduled to work shift duty (that being a twenty-four (24) hour shift) shall be entitled to 2/3rds shift (16) hours of sick leave with pay for each month of service and may accumulate sick leave without limit.

Sick leave is earned, paid leave granted to eligible employees which may be used for periods of absence because of personal illness, injury, medical quarantine, medical, dental or optical examinations and treatments, or any temporary disability caused or contributed to by pregnancy, miscarriage or childbirth, when employees are not capable of performing their duties or when health-related services are not available outside of regular working hours.

An employee may also use sick leave for an illness, injury, medical quarantine, medical, dental or optical examination and treatment to immediate family, and for the purpose of attending to immediate family at the time of birth or adoption of a child. Time available may be used when the presence of the employee is necessary and/or when health-related services are not available outside of regular working hours.

Immediate family is defined as parent, stepparent, spouse, brother or sister, child or stepchild, spouse's parent, grandparent, spouse's grandparent or legal guardian. In addition, the Fire Chief may designate as immediate family, an individual who is related by blood or affinity and whose close association with the employee is the equivalent of a family relationship.

SECTION 2. TIME KEEPING. Sick leave shall be charged on an hour for hour basis when granted. An employee who is absent from the job for illness or non-occupational injury shall be compensated by sick pay from the first moment of absence, but none of the hours of absence will be considered time worked for FLSA purposes. This will result in a reduction of one-half time pay for the first 10 hours of absence.

SECTION 3. DOCTOR'S RELEASE. The Fire Department supervisory personnel shall have the right to require a doctor's release for any Fire Department personnel missing two (2) or more consecutive scheduled work (not including vacation or other scheduled leave) shifts due to sick leave, if misuse of sick leave is suspected or if there is any question as to the ability of the employee to perform his or her duties.

The Fire Chief may, at his discretion, require a doctor's release for an employee, prior to returning to duty, signed by the Department physician and at the Department's expense, following a long-term illness or injury.

**SECTION 4. DAY PERSONNEL.** Those employees of the Fire Department, who are regularly scheduled to work as day personnel (that being an eight (8) hour shift) shall be entitled to one working day of sick leave with pay for each month of service and may accumulate sick leave without limit.

**SECTION 5. NOTIFICATION.** In order to utilize sick leave, an employee must notify, or cause to be notified, his supervisor, or the supervisor of the preceding shift, at least one (1) hour prior to the start of the employee's shift. An employee must also provide the Fire Chief a brief written and signed statement specifying the relevant date(s) of absence and the general nature of the illness or injury preventing the employee from performing their duty. This statement must be provided as soon as reasonably possible.

In order to utilize family sick leave, an employee must also provide the Fire Chief a brief written and signed statement specifying the relevant date(s) of absence, the relationship of the affected family member, and the necessity of required care. This statement must be provided as soon as reasonably possible. The Fire Chief shall destroy all such documentation after one (1) year's time.

**SECTION 6. SEVERANCE PAYMENT.** Any member of the Fire Department, covered by this agreement, upon completion of 20 years or eligibility to collect disability pension payments at the date of separation, shall be paid for sick leave accumulated up to 1440 hours at 25% of employee current hourly rate on date of separation.

When any member or members of the Rock Springs Fire Department are involved in a layoff or reduction in force, said member or members of the Department shall be notified in writing one hundred eighty (180) days prior to such action.

All such members or member shall receive payment for accumulated sick leave at twenty five percent (25%) of employee current hourly rate up to 1440 hours sick leave.

**SECTION 7. OFF-DUTY EMPLOYMENT WHILE ON SICK LEAVE.** While an employee is placed on sick leave, the employee may not undertake any other employment outside the department during scheduled duty shifts.

**SECTION 8. SICK LEAVE TRANSFER.**

1. To apply for transferred sick leave, fire department personnel must have exhausted all vacation leave, comp time, and sick leave.

2. Full time fire department employees are eligible for transferred sick leave. To apply for transferred sick leave, the eligible employee or his agent must submit a written request for transferred sick leave, accompanied by a medical doctor's verification, to the Fire Chief. Such written request must be submitted at least five (5) days prior to the date when the eligible employee

is scheduled to receive a regular pay check from the City. No request will be approved for pay periods preceding the pay period in which a request is submitted.

3. A sick leave transfer may be granted to an eligible employee upon a showing the eligible employee (or a member of the eligible employee's immediate family) has become seriously injured or ill. For purposes of this section, immediate family shall include grandparents, parents, siblings, children or grandchildren of an eligible employee or an eligible employee's spouse.

- A. No employee shall receive transferred sick leave valued in excess of the gross monthly salary of said employee.
- B. Regular hourly pay will be full payment of these transferred hours. Overtime shall not be a consideration.
- C. In case of emergency, such as incapacity, request for transferred time may be done so by an "agent", (Union Officer), with all other rules applying.
- D. If an employee's illness or injury is permanent in nature, the matter shall be referred to the Mayor by the Fire Chief, who shall advise the employee of alternatives and options, including, but not limited to, disability retirement. (Ord. No. #94-22, 6-21-94)
- E. If retirement is in order, no donated hours in balance shall be allowed by "buy out" upon termination.

4. The Fire Chief may, on behalf of an employee, submit a verbal request followed by a written request to the Sick Leave Transfer Committee, in case of an emergency. An emergency shall include, but not be limited to, situations wherein the eligible employee is unable, for legitimate medical reasons, to submit a written request on his or her own behalf.

The Fire Chief or his designee must notify the Sick Leave Transfer Committee within two (2) working days of the request for sick leave when an emergency occurs under this paragraph.

5. The Sick Leave Transfer Committee shall consist of the Fire Chief, one Battalion Chief, two representatives from Firefighters Local 1499, and a City Councilmember who shall serve on a rotating basis. The Sick Leave Transfer Committee shall meet within three (3) working days after receiving a request for transferred sick leave.

Upon all requests, the Sick Leave Transfer Committee shall consider the nature and extent of the illness or injury, the estimated time of recovery in determining whether an injury or illness is serious.

6. In the event the Sick Leave Transfer Committee approves the request, the matter shall be referred to the Fire Chief who shall solicit the donation of sick leave from all eligible employees in the Fire Department. The names of any donor(s) shall be kept confidential by the Sick Leave Transfer Committee, and any other City employee who must receive such information in order to appropriately track the sick leave of the applicant and all donors. However, the name of the employee who has received approval for his or her request shall be released to potential donors, upon request.

7. Donation: An employee may transfer sick leave hours at the following rate per calendar year:

DONOR'S ACCRUED  
SICK LEAVE

MAXIMUM ANNUAL HOURS  
WHICH CAN BE TRANSFERRED

0 - 80	16 Hours Maximum
81 - 120	32 Hours Maximum
121 - 160	48 Hours Maximum
161 - 200	64 Hours Maximum
201 - -----	20% of Donor's accrued sick leave

Transferred Sick Leave will be applied on a "first donated, first used" basis. All hours first donated, regardless of number, shall be applied to the request prior to applying the hours second donated.

8. The employee may request additional transferred sick leave by filing a written request with the Sick Leave Transfer Committee, which shall rule on the request within three (3) working days.

9. There shall be no limit to the amount of transferred sick leave for which an eligible employee may apply. However, the Sick Leave Transfer Committee shall have the authority to request additional information such as it deems necessary to determine whether the illness or injury is permanent in nature.

10. Transferred sick leave shall not exceed 182 hours per 24 day work cycle per request.

11. Any employee who willfully violates or misuses this sick leave policy or who misrepresents any statement or condition under said policy shall be subject to disciplinary action.

12. It is specifically understood and agreed that firefighters covered by this Agreement shall be permitted to participate in the City of Rock Springs' Sick Leave Transfer program as set forth in the Personnel Policies and Procedures of the City of Rock Springs, Section 801 (i), likewise non-union employees of the City of Rock Springs not covered by this Agreement shall be permitted to participate in this Sick Leave Transfer Program as follows;

- a) The Firefighter Sick Leave Transfer Committee shall provide notice of approved sick leave transfer requests to the City and the City shall provide notice of approved sick leave transfer requests to the Fire Department.
- b) Firefighters shall be permitted to donate sick leave on and hour for hour basis to non-union employees of the City and non-union employees of the City shall be permitted to donate sick leave on and hour for hour basis to firefighter union employees covered by this Agreement.

13. Donors shall be notified (in writing) of the transferred sick leave hours used, immediately following the pay period in which the transferred sick leave hours were used.

**SECTION 9. ORGAN AND TISSUE DONATION.** The City of Rock Springs recognizes the public interest served by organ and tissue donations. The City of Rock Springs shall permit any employee to make a voluntary organ and/or tissue donation without loss of any accumulated sick leave. The employee shall provide as much advance notice of the date of the procedure as reasonably possible and shall provide a physician's statement as to the anticipated length of time required for the employee to recover and return to work. In the event the employee's recovery exceeds the anticipated time, the employee shall provide additional documentation as to the additional time required for the employee to recover and return to work.

## ARTICLE VII - INJURY LEAVE

SECTION 1. FULL PAYMENT. When a member of the Fire Department is incapacitated from duty because of an injury or illness sustained in the performance of his duty, he shall be entitled to injury leave with no deduction from accumulated sick leave. The member shall apply for benefits as provided by the Wyoming Worker's Compensation Act and will be paid full differential pay over and above Worker's Compensation benefits as per grade pay during the period in which he is unable to perform his duties or receive a work release from his position. Injury Leave benefits paid by the City shall be paid until such time as temporary disability benefit payments by Wyoming Worker's Compensation are ceased. If, at the time Wyoming Worker's Compensation benefits cease, the nature of the injury prevents the member from returning to duty, the member shall exercise one of the following options:

1. Immediately apply for retirement or disability pension in accordance with the provisions of the Firemen Pensions and Death Benefits Act. The member will have the option of using sick leave and, when sick leave is exhausted, vacation leave, until such time as he has been accepted for retirement by the Firemen's Pension Fund.

2. Appeal the decision by Wyoming Worker's Compensation to cease benefit payments. During the time the appeal is processed, the member shall use sick leave and, when sick leave is exhausted, vacation benefits and shall continue to be recognized as a full time employee of the City for a period not to exceed six (6) months. If such appeal is successful, any sick leave or vacation benefits used during the period of appeal shall be reinstated and any "back-pay" benefits paid by Wyoming Worker's Compensation to the member shall be turned over to the City. In the event the member is unsuccessful, he shall immediately apply for retirement or disability pension in accordance with the provisions of the Firemen Pensions and Death Benefits Act. The member will have the option of using sick leave and, when sick leave is exhausted, vacation benefits, until such time as he has been accepted for retirement by the Firemen's Pension Fund.

3. Begin using sick leave and, when sick leave is exhausted, vacation benefits for a period not to exceed six (6) months, during which the member shall have an opportunity to apply for any opening within the City for which he is qualified and capable of performing the duties associated with the position. The member will be considered as a full time employee of the City for the purposes of determining the priority of applicants for the position. In the event the member is selected for employment in another department of the City, the member shall not be permitted to carry over any sick leave, vacation or seniority.

SECTION 2. ADDITIONAL COSTS. The City shall pay reasonable and necessary doctor, hospital, medical and surgical expenses incurred by any member of the Department who is injured in the performance of his duties, when not otherwise paid for by Worker's Compensation after the injured employee has exercised all of his rights under Wyoming Worker's Compensation Laws.

SECTION 3. OFF-DUTY EMPLOYMENT WHILE ON INJURY LEAVE. While an employee is placed on injury leave, the employee may not undertake any other employment outside the department during scheduled duty shifts (subject to Wyoming Worker's Compensation guidelines, where applicable).

## ARTICLE VIII - CLOTHING ALLOWANCE

The City of Rock Springs will provide Fire Department personnel with a combination of uniform clothing and apparel, appropriate to perform their assigned duties and maintain a professional appearance, as recommended by the Health and Safety Committee and authorized by the Fire Chief. For 24 hour personnel, worn or damaged clothing items, including name plates and badges, will be replaced as needed.

Each Fire Department employee will have the responsibility of the upkeep and maintenance of said apparel. The City will provide all necessary patches. Substitutions of items listed as well as additional uniform items will be considered on a case-by-case, item for item basis, pending approval of the Fire Chief.

#### ARTICLE IX - CORRECTIVE LENSES

Any Firefighter losing or damaging his corrective lenses as a direct and proximate result of performing his duties as a Firefighter, shall be reimbursed for the cost of repairs or replacement, unless the same are covered under Worker's compensation. Only one set of lenses for each Firefighter may be repaired or replaced during the period of this agreement. It is not the intent herein to repair or replace corrective lenses which are casually damaged or lost, but only those damaged or lost while the Firefighter was engaged in the extra-hazardous duties of a Firefighter. The loss or damage must be timely reported to the Chief, in writing, within twenty-four (24) hours after the occurrence creating the claim. Fire Fighters in need of corrective lenses in their Self Contained Breathing Apparatus Mask will be provided the lenses at no cost to them.

#### ARTICLE X - COMPENSATION FOR WORK IN A HIGHER JOB CLASSIFICATION

Whenever a member of the Fire Department is assigned by the Fire Chief to work in a higher job classification in an acting capacity, he shall receive pay in the assigned pay range at a rate not less than five percent (5%) greater than his existing rate of pay, not to exceed the maximum salary in the new range.

#### ARTICLE XI - INSURANCE

The City shall maintain Health/Major Medical Insurance benefits as follows:

##### SCHEDULE OF BENEFITS

##### DEDUCTIBLES:

Your Deductible per Person per calendar year:	\$500
Your Maximum Aggregate Deductible per calendar year:	\$1000

NOTE: There is also a separate \$50.00 Deductible per Participant for each Outpatient emergency room admission. This Deductible is in addition to the Deductible amount shown above.

The City shall pay eighty percent (80%), and each employee shall pay twenty percent (20%), of the applicable monthly insurance premium.

These amounts shall be calculated for each employee based upon the overall funding requirements for the insurance plan and the coverage required for the particular employee. The parties recognize and agree that the overall cost of funding the employee health insurance plan is subject to change during the term of this agreement. Any increase in the overall cost of funding this plan will be shared by the parties in the same percentage ratio referred to above. In the event funding levels result in excess amounts over and above the amount necessary to meet the funding requirements for the health insurance plan, these excess amounts will be held in the insurance fund. If excess funds are available in the insurance fund, then, by a majority vote of all covered city employees, such employees will receive a reduction in premium costs, increased or improved benefits or the funds will be used for such purposes as will benefit the employees covered by the plan. These options shall be recommended by the Ad Hoc Insurance Committee after prudent investigation and review.

In addition, the Employer shall provide a term life insurance policy in the amount of Twenty-Five Thousand Dollars (\$25,000) for each employee. From the effective date of this agreement the Term Life Insurance Policy full premium is to be paid by the employer.

The parties agree that the Mayor will appoint a member of the Firefighters Union to the Ad Hoc Insurance Committee.

## ARTICLE XII - FITNESS PROGRAM

SECTION 1. Recreation Passes. The City will provide, at no cost to the employee, individual and family memberships to the Rock Springs Civic Center and the Rock Springs Family Recreation Center. The City will provide memberships to the Rock Springs White Mountain Golf Course at fifty percent (50%) of the regular cost for such memberships. For the purposes of this section, a family member is defined as any person who would qualify for coverage under the employee's health insurance plan with the City of Rock Springs. Upon retirement from City service, a retired employee will be eligible for a lifetime single membership to the Civic Center, Recreation Center, and White Mountain Golf Course at no charge, if the employee eligible for full retirement benefits under the Wyoming Retirement System, or is sixty-two (62) years of age or older at time of retirement. The employee shall responsible for requesting the benefit.

SECTION 2. Physical Fitness. The Union and the City, acting through the Peer Fitness Trainers and Fire Chief, will develop and mutually agree to adopt a policy for implementing and maintaining an on-duty physical fitness program. The physical fitness policy shall include provisions that allow each member to earn up to forty-eight (48) hours of floating time for participating in an annual fitness evaluation and achieving specific individual performance metrics. Floating time earned under this section of the contract shall be classified as "Floating Fitness" and shall be awarded to each employee at the beginning of the next fiscal year. Floating Fitness is intended to be used exclusively as time-off, subject to all benefit time-off and minimum staffing requirements outlined within this Agreement, during the fiscal year, with no additional cash-out or carry-over allowances. Members shall be allowed to carry over up to twenty-three (23) hours of Floating Fitness into the next fiscal year. However, Floating Fitness time shall not accumulate thereafter and shall be forfeited if not used during the first year into which said leave has been carried over. The scheduling and use of Floating Fitness time shall be subject to the same

limitations as regular floating time.

SECTION 3. Exemptions. At the discretion of the Fire Chief, personnel who are injured, in recovery from injury, pregnant, etc. may be exempt for that year's fitness evaluation. However, these personnel will need to be monitored by one of the Department fitness trainers for the year the evaluation was not completed.

#### ARTICLE XIII - OUTSIDE TRAINING

SECTION 1. OPPORTUNITY. There is hereby created an opportunity for outside training for Firefighters, in addition to the normal training courses provided within the Fire Department.

SECTION 2. AUTHORIZATION. A representative of the Fire Department may approach the City to obtain approval for one or more Firefighters to attend certain courses of study which may be available. The courses of study shall be for the purpose of increasing their knowledge and proficiency as Firefighters, to the general benefit of the Department and the City. The City may approve attendance of the proposed courses, taking fully into consideration budgetary factors and the extent of the benefits derived by the City and its Firefighters from said courses. Paid time off may be granted for authorized union functions upon review of course outline and approval of the Fire Chief and Mayor.

SECTION 3. REIMBURSEMENT. Any member of the Department who successfully completes an approved course of study shall be reimbursed by the City for reasonable and necessary costs involved.

#### ARTICLE XIV - SENIORITY

The City shall establish a seniority list of continuous service from the date of appointment. This list shall specify each Fire Department member's name, effective hiring date, current classification, and effective date of promotion into the current classification. This list shall be brought up to date on January 1st of each year and following each Department promotion and immediately posted thereafter on the central fire station and substation bulletin boards for a period of not less than thirty (30) days. Any objections to the seniority list as posted shall be reported to the City within ten (10) days or it shall stand as approved.

#### ARTICLE XV - GRIEVANCES

SECTION 1. GRIEVANCE COMMITTEE. Firefighters Local 1499 may form a Grievance Committee. This Committee shall, from time to time, acquaint itself with the grievances which any Firefighters governed by this agreement desire to submit to it. The Committee may make representation to the Chief of the Rock Springs Fire Department for the purpose of obtaining rectification of grievances. Furthermore, this Committee can make grievances in all cases of non-observance of this agreement by the City.

SECTION 2. PROCEDURES. The method of settlement of grievances shall be as follows:



- Step 1. The grievance must be entered in writing and presented to the Chief of the Rock Springs Fire Department within fifteen (15) calendar days of the occurrence upon which it is based or fifteen (15) calendar days of receipt by the aggrieved party of the paycheck if the grievance involves payroll or benefits. The Chief shall set a hearing date for the representative of the Grievance Committee within eight (8) days after such presentation of grievance. The Chief shall thereafter render a decision in writing within fifteen (15) days after said hearing.
- Step 2. If the Chief's decision is considered unsatisfactory, the Grievance Committee may, within fifteen (15) days thereafter, appeal such decision, in writing, to the corporate authorities. The corporate authorities shall then render their decision within fifteen (15) days after said written appeal.
- Step 3. If the decision of the corporate authorities is not considered satisfactory, within fifteen (15) days thereafter, Local 1499 may inform the City, in writing, of its desire to exercise its right to arbitration in accordance with the provisions of the Uniform Arbitration Act.

#### ARTICLE XVI - STRIKES

The members of Local 1499 agree not to engage in any form of strike or work stoppage against the City.

#### ARTICLE XVII - RULES, REGULATIONS AND LAWS

All Federal, State and Local laws and regulations including the Fair Labor Standards Act, State Statute, and local Civil Service Regulations will be upheld by the City and Local 1499.

#### ARTICLE XVIII - UNION BUSINESS TIME OFF

SECTION 1. GRIEVANCE COMMITTEE TIME. The members of the Union Grievance Committee shall be granted leave from regularly assigned duties, with full pay, for actual time spent at all meetings between the City and the Union for the purpose of processing valid grievances.

SECTION 2. GRIEVANCE COMMITTEE RELIEF. Those members of the Fire Department who relieve said Union Grievance Committee officials while they are engaged in processing grievances shall receive overtime pay for each relief hour worked.

#### ARTICLE XIX - MANAGEMENT RIGHTS

The City shall have the right to direct and manage the operations of the Fire Department, except as otherwise provided in this agreement or contrary to any and all Civil Service Rules, Regulations and Laws.

#### ARTICLE XX – DEPARTMENT PHYSICALS; DRUG AND ALCOHOL TESTING

SECTION 1. DEPARTMENT PHYSICAL EXAMINATIONS. It is recognized that due to the nature of the job of fire fighting periodic physical examinations will be required of all Fire Department personnel.

A. Periodic physical examinations shall be conducted, no more often than once per year, and a fit-for-duty recommendation must be obtained from the Department physician.

SECTION 2. DRUG AND ALCOHOL TESTING. The Fire Department recognizes illegal drug usage and abuse of alcohol as a threat to the public health, safety and welfare and the employees of the department. Thus, the City of Rock Springs management will take necessary steps, including random drug and alcohol testing, to eliminate illegal drug usage, and to eliminate the abuse of alcohol on the job. It is the goal of this policy to prevent and rehabilitate rather than terminate the employment of workers who may be abusing drugs or alcohol. No member of the Fire Department shall be discharged for illegal drug use or abuse of alcohol without first having been offered the opportunity to discontinue use either through personal choice or by treatment for chemical dependency, if such treatment is needed.

Drug and alcohol testing shall be administered at a facility authorized to conduct random drug and alcohol screening related to Commercial Drivers Licenses, as regulated by the Department of Transportation pursuant to 49 C.F.R. § 40 et. seq. It is the intent of the parties that the testing procedures used shall be consistent with those used to test other employees of the City of Rock Springs who are required to possess a Commercial Driver's License. Details relative to procedures for testing pursuant to these provisions shall be specified in a Fire Department Policy adopted pursuant to subsection O., below.

A. All employees subject to said tests will be fully informed of the testing policies and procedures in the Fire Department Policy Manual and Regulations before the test is administered. No employee shall be tested until this information is provided to him or her.

B. An employee will be placed on immediate sick leave or, if sick leave is unavailable, leave without pay, and alcohol and drug screening tests will be administered under any or all of the following conditions:

1. There is reasonable suspicion to believe that the employee to be tested is under the influence of alcohol or any illegal substance. (Definition of reasonable suspicion - glazed eyes, smell of alcohol, slurred speech, wobbly walk, change of attitude, aggressiveness, passed out, change in normal appearance, etc.)

- a. Reasonable suspicion will be determined by one on duty officer and the Fire Chief, or Fire Inspector or Battalion Chief. If the Chief, or Fire Inspector, or Battalion Chief cannot be reached, an off duty officer will be called in to help make the determination. (Both officers have to agree and document observations.) Training will be given to officers on how to recognize drug and alcohol use and proper methods of confrontation.

b. If alcohol use is reasonably suspected, alcohol testing shall be performed. The suspected employee shall be tested by means of a certified breathalyzer test to determine if the employee has a prohibited blood alcohol concentration (BAC) of 0.04% in his/her system. If the breathalyzer shows a prohibited concentration of alcohol, a second breathalyzer test will be performed to verify the first breathalyzer test. If the second test is below 0.04% BAC the result will be reported as a negative test.

2. Chemical tests of employees may be required immediately following work related accidents which involve death or personal injury to self or others and/or significant property damage, if any question exists as to who was at fault.

a. If alcohol use is reasonably suspected as being a factor in a work related accident which involves death or personal injury to self or others, and/or significant property damage, alcohol testing shall be performed. The suspected employee shall be tested by means of a certified breathalyzer test to determine if the employee has a prohibited blood alcohol concentration (BAC) of 0.04% in his/her system. If the breathalyzer shows a prohibited concentration of alcohol, a second breathalyzer test will be performed to verify the first breathalyzer test. If the second test is below 0.04% BAC, the result will be reported as a negative test.

C. Each member of each fire crew will be selected at random for drug and alcohol testing once each contract year. The parties agree that each fire crew, as a whole, will be selected for random testing. In the event that any member of the fire crew is not available on the date selected for random testing, such member will be selected for testing on the next duty shift. In the event a member of another crew is filling in for an absent crew member, that member will not be tested until such time as his or her crew is selected for random testing. Day personnel (8 hour) shall be treated as a separate crew for purposes of drug and alcohol testing under this Article.

The method for selecting employees for random alcohol and drug testing shall be mutually agreed upon by the parties; however, the method must be scientifically valid and must result in each firefighter having an equal chance of being tested each time a selection is made.

Tests will be unannounced and spread throughout the contract year.

Testing specimens may be collected either on-site or off-site, utilizing appropriate methods and facilities. Upon notification of selection, firefighters shall proceed immediately to the test site; provided, however, that if a firefighter is performing a safety-sensitive function at the time of notification, he or she shall be properly relieved of his or her performance of that function before proceeding to the test site.

D. When drug and/or alcohol testing is to be done for any reason other than random testing the employee to be tested shall be advised, in writing, of the fact that he will be tested and the reasons therefor.

E. Employees who refuse to submit to testing pursuant to the provisions of this agreement will be subject to disciplinary and/or administrative actions in accordance with Chapters VI and

VII of the City of Rock Springs Fire Department Civil Service Rules and Regulations.

F. Test results shall be treated with the same confidentiality as other employee personnel records.

G. A positive and confirmed test result will be the basis for immediate placement on sick leave until an investigative or disciplinary review by the Chief is concluded. If, at the time a drug or alcohol screening test is administered, the employee is placed on sick leave, and the results of the test are later confirmed negative, the employee will be compensated as to his regular duty assignment with no time lost and no sick leave deducted. In the case of alcohol, a negative test would be a confirmed blood alcohol content below .04%.

H. An employee's legal and medically approved drug use shall not result in any disciplinary action to that employee. All firefighters will notify their supervisor in writing when taking any prescription medication and agree that a letter from their physician may be required stating that any medications the physician has prescribed for the firefighter will not impede his job performance.

I. With the exception of first time detection under Article XX of this Collective Labor Agreement, positive, confirmed results of alcohol and drug screening tests may result in disciplinary action. First time detection under Article XX shall not result in dismissal. It shall be the policy of the City, however, to consider seeking the rehabilitation of employees with a self-admitted or detected alcohol or substance abuse problem. Exceptions shall be employees who have previously, under the terms of Article XX, been referred one or more times for an alcohol or substance abuse problem. Employees who have been referred more than one time may be refused sick leave benefits under this section.

J. At any time, an employee may voluntarily enter a chemical dependency program without fear of disciplinary actions against him or her. While undergoing evaluation and treatment, the employee may receive the usual compensation and fringe benefits provided for any other sick leave.

K. Once an employee successfully completes rehabilitation, he shall be returned to his regular duty assignment. Once treatment and any follow-up care is completed, at the end of five years the records of treatment and positive drug or alcohol test results will be expunged from the employees City Personnel file. The employee will be given a fresh start with a clean administrative record.

L. With the adoption of Article XX in this Collective Labor Agreement, any records relating to employees who may have been involved in rehabilitation or disciplinary action relating to drug or alcohol abuse, will be considered null and void.

M. Upon the request of an individual employee, the employee shall be entitled to the presence of a union representative during the administration of any chemical test administered pursuant to this agreement. If, however, a union representative is unavailable or not readily available, the employee shall self-appoint a Rock Springs Fire Department Union member and

then proceed to be tested in a timely manner, so as not to affect the outcome of the test(s).

N. The union may inspect individual test results only if the release of this information is authorized by the individual involved.

O. The Union and the City agree that the details relative to the testing will be specified in a written Fire Department Policy. The Union will be consulted and informed during the policy making process and shall have input in these processes. The Union and the City agree to meet as a committee of two City and two Union during this process.

P. The adoption of Article XX is in no way intended to supersede or waive an employee's Federal or State Constitutional Rights.

## ARTICLE XXI - REDUCTION IN FORCE

SECTION 1. NOTIFICATION. When any member or members of the Rock Springs Fire Department are involved in a layoff or reduction in force, said member or members of the Department shall be notified in writing one hundred eighty (180) days prior to such action and agree to meet to renegotiate within 15 days of notification.

SECTION 2. SEVERANCE PAY. When any member or members are involved in a reduction in force, all such members or member shall receive one (1) week salary for each completed year or fraction of a year service, with a maximum of twelve (12) weeks, severance pay. Any member involved in a layoff or reduction in force shall also be eligible for severance payment as set forth in Article VI, Section 6.

## ARTICLE XXII - RENEWAL CLAUSE

Either party desiring to amend this agreement shall notify the other, in writing, at least one hundred twenty (120) days before the last day on which money can be appropriated by the City to cover the agreement period, or the last scheduled regular City Council meeting of the current fiscal year. If such notice is given, the original provisions shall remain in full force and effect until such time as any amendments are agreed upon by both of the parties hereto.

## ARTICLE XXIII - SAVINGS CLAUSE

SECTION 1. SAVINGS CLAUSE. If any provision of this Agreement, or the application of such provision, should be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect.

## ARTICLE XXIV - OTHER BENEFITS

Fire Department personnel and retired Fire Department personnel will be allowed to use Apparatus Floor for personal use on or off duty, subject to Fire Department Rules and Regulations.

## ARTICLE XXV - ON THE JOB DEATHS

The City agrees to provide health insurance benefits (through the City's Health/Major Medical Insurance Plan for the spouse (until he/she remarries) and all eligible dependents (until otherwise ineligible) for any Firefighter killed in the line of duty.

## ARTICLE XXVI - MISCELLANEOUS

Budget Chairman agrees to inform Firefighters Local 1499 President in writing monthly on expenditures, revenues, unanticipated revenues and general financial condition of the City.

## ARTICLE XXVII - ADDITIONAL LEAVE

SECTION 1. Paid Funeral Leave. A 24-hour employee of the Fire Department may be granted up to two (2) tours of duty in each such case, or an 8-hour employee of the Fire Department may be granted up to five (5) working days in each such case, to attend the funeral of immediate family as approved by the Fire Chief. Requests for funeral leave to attend the funeral of others of a close personal relationship to an employee may be approved by the Fire Chief. The Fire Chief may grant in excess of two (2) tours of duty for 24-hour employees, or five (5) working days for 8-hour employees, if in his judgment, the circumstances warrant it.

Section 2. Leave of Absence Without Pay. Upon application, the Fire Chief with approval of the Mayor, may grant an employee a leave of absence without pay for a period not to exceed one year, but no vacation or sick leave credit shall accrue during any such leave period. Employees on a leave of absence must pay their own insurance premiums, and must gain prior approval of the governing body if they wish to maintain coverage.

Section 3. Family and Medical Leave. The City of Rock Springs and Firefighters Local 1499 agree to comply with all the mandates of the Family Medical Leave Act.

## ARTICLE XXVIII - COMPANY STRENGTH

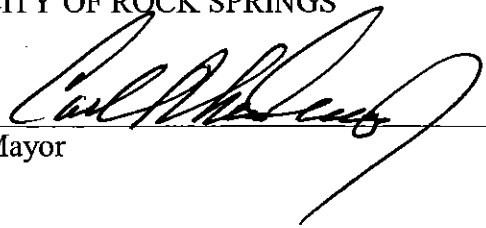
The City of Rock Springs shall maintain a minimum of nine (9) firefighters on duty for the existing 3 stations.


## ARTICLE XXIX - SAFETY AND HEALTH

The Fire Department will establish an occupational safety and health committee in accordance with the current edition of N.F.P.A. 1500, Section 4.5 Occupational Safety and Health Committee.

IN WITNESS WHEREOF, this agreement has been executed in duplicate the day and year first above written.

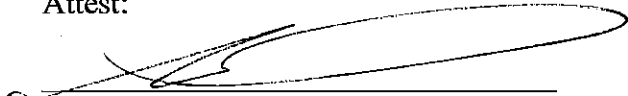
CITY OF ROCK SPRINGS

By:   
Mayor

Attest:  
  
City Clerk

FIREFIGHTER'S LOCAL 1499 I.A.F.F.

By:   
President

Attest:  
  
Secretary

**Exhibit A**

**Effective July 1, 2018**

**1% cola  
1.5% movement**

Range No.	Title	Minimum Monthly	Maximum Monthly	Hourly Rate	Overtime Rate	Maximum Hourly	Max Overtime Rate
61	Battalion Chief	6,302.00	7,870.00	27.32	40.98	34.12	51.18
	Gatti, Ron			34.12	51.18		
	Cozad, Rick			34.12	51.18		
	Paulson, Scott			31.59	47.39		
57	Captain	5,711.00	7,130.00	24.76	37.14	30.91	46.37
	Hinesley, Dan			30.91	46.37		
	Reese, Lee			30.91	46.37		
	Colbert, Tony			30.91	46.37		
	Ransom, Chris			29.71	44.57	To Max 10/30/2018	
	Reese, Nathan			29.71	44.57	To Max 5/25/19	
	Fausett, Ben			27.17	40.76		
	Kourbelas, Steven			27.17	40.76		
	Erramouspe, Dom			26.39	39.59		
	East, Lance			26.39	39.59		
48	Firefighter	4,570.00	5,711.00	19.81	29.72	24.76	37.14
	Hafner, Kevin			24.76	37.14		
	Gil, Christopher L.			24.76	37.14		
	Swedlund, Mitchell			24.76	37.14		
	Forrest, Michael			24.76	37.14		
	Warne, Amy			24.76	37.14		
	Cristanelli, Jason			24.76	37.14		
	Cox, Dillon L			24.76	37.14		
	Mathis, Kelly			24.76	37.14		
	Casey, Steve			24.76	37.14		
	Bryant, Justin			24.76	37.14		
	Floyd, Keith L			24.76	37.14		
	Lancaster, Seth			24.76	37.14		
	McLendon, Kyle			22.63	33.95	To Max 12/12/2018	
	Brasington, Nathan			21.33	32.00		
	Burnham, Stuart			21.33	32.00		
	Miller, Robert			20.71	31.07		
	Hayden, Ty			20.11	30.17		
	Welsh, Van			20.11	30.17		
	Geffre, Luke			20.11	30.17		
	Hunt, Jake			20.11	30.17		
	Allred, Connor			20.11	30.17		

\*All calculations are based on employee hourly rate. Monthly rates listed are approximate.



## **CITY OF ROCK SPRINGS**

### **FIREFIGHTER**

#### **DEFINITION**

Under general direction, to respond to alarm and other emergency and non-emergency calls to protect life and property; to render first aid and lifesaving techniques; to drive, operate, and maintain fire equipment and apparatus; and to participate in fire prevention programs, inspections, station maintenance, and training activities.

#### **SUPERVISION EXERCISED**

Exercises technical and functional supervision over trainees.

#### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Respond to alarms and assist in the suppression of structural, residential, commercial, industrial, chemical, petroleum, vehicle, aircraft, and wildland fires; responds to emergency medical service incidents, renders medical care as appropriate; perform fire control activities and utilize strategies in the areas of entry, removing structural obstructions interfering with fire fighting operations, victim rescue, exposure tactics, ventilation, fire containment and extinguishment, and salvage work; lay and connect hoses and various fire apparatus, equipment, tools, and devices; hold nozzles and direct water streams; raise and climb ladders; ventilate burning structures; make forcible entries and evacuate occupants; perform auto extrication using auto extrication tools, power cutters, and spreaders.

Drive fire engine and pumping apparatus to alarms; operate a pumping engine engaged in boosting water pressure from street mains or draft through hose lines to nozzles; use hydraulic theory and mathematics to calculate correct pump pressure to ensure required water pressure at the nozzles.

Operate a variety of apparatus, equipment, tools, devices, and vehicles including lifting, hoisting, spreading, and pulling equipment, foam and additive proportions, fuel and oil pumps, building heating and cooling systems, cutting, boring, and sawing tools, lifeline belts, emergency lighting, lifting and air moving equipment, appliances, elevators, fire protection and escape systems, radio equipment and meters, all types of portable fire extinguishers, pike poles, hand lines, salvage covers, forcible entry tools, emergency medical equipment, and other rescue equipment; operate communications equipment including portable and fixed radios, P.A. system, intercoms, and telephones; transmit and receive alarms.

Place department vehicles in appropriate position at the scene of a fire or in other emergencies calling for ladders or special equipment; perform rescue and lifesaving work through the use of ladders and resuscitation and breathing equipment and apparatus; estimate heights and adjust equipment to ensure proper and safe operation.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Conduct fire prevention inspections of dwellings, public assemblies, and commercial, industrial, and governmental buildings, and other public establishments to ensure compliance with codes and regulations pertaining to fire safety; identify common, special, structural, and panic hazards and recommend pre-fire planning; inspect and test fire protection systems; examine the storage, handling, and use of flammable and combustible liquids and other hazardous materials; make recommendations regarding correction of hazards; participate in fire education and prevention programs.

Respond to miscellaneous emergencies including victim rescues, hazardous materials incidents, flooding, and natural disasters or state of emergencies; secure scene and isolate and oversee clean up of hazardous materials; respond to non-emergency situations including false fire alarms, elderly assists, vehicle and residential lockouts, and other non-emergency situations.

Respond to and assist the public in a wide variety of emergency calls involving illness and urgent situations and emergency medical incidents; analyze patient needs and administer emergency medical services until relieved by proper medical personnel; apply techniques for the control of bleeding; lift, carry, and transport victims; utilize immobilization techniques to stabilize patient.

Conduct daily inspections of condition and readiness of equipment including medical and first aid equipment; clean, wash, and service vehicles and equipment; inspect, test, and maintain equipment and pump motors including nozzles, appliances, fittings, hydrants, fire extinguishers, hand and power tools, ropes, emergency lighting equipment, generators, rescue and first aid and related equipment; flow-test hydrants; perform repairs to internal fire pumps, primers, valves, governors, pump packings, and plumbing of fire pumps.

Assist in the investigation of fires; collect and preserve evidence; secure fire scene and control traffic.

Assist in the maintenance of the fire station and grounds; maintain inventories of apparatus, equipment, and supplies; recommend purchase of fire fighting equipment, physical fitness apparatus, and station appliances.

Perform cleaning, salvage, and overhaul work following fire; prepare apparatus and equipment for further alarms.

Participate in fire drills; attend continuing and advanced training sessions which include fire fighting techniques, emergency medical care, and the proper use of all equipment and related tools.

Assist in training employees in routines of fire suppression, equipment operation, maintenance, and other assigned training.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (Cont.)**

Perform a variety of administrative duties including maintaining proper records and documentation on all job related activities, functions, apparatus, and equipment, preparing reports, forms, recommendations, and other required administrative procedures.

Respond to complaints and requests for information from the public; engage in public information activities; conduct station tours.

Assume the duties and responsibilities of the Fire Captain upon the request or absence of the Fire Captain.

**OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

Principles, practices, techniques, and procedures of modern fire fighting.

Purposes, uses, and operating characteristics of a variety of apparatus, equipment, tools, devices, pumps, and vehicles used in fire fighting, rescue, and medical assistance operations.

Fire hazards and related prevention and abatement methods.

Procedures, methods, and techniques of emergency medical services.

Local geography including the location of water mains, hydrants, major fire hazards of the city, and city streets.

Operational characteristics of fire suppression and prevention apparatuses, pumps, tools, and equipment.

Occupational hazards and standard safety practices necessary in the area of fire prevention and suppression and victim rescue.

**Knowledge of:**

Principles of mechanics, hydraulics, and mathematics related to fire fighting and engineering duties.

Fire prevention, suppression, and victim rescue tactics and strategy.

Hazardous materials, chemical chain reactions, and fire behavior.

Pertinent federal, state, and local laws, codes, and regulations.

Basic building construction and codes.

Modern office practices, methods, and computer equipment.

Principles and procedures of record keeping.

Safe driving principles and practices.

**Skill to:**

Operate a variety of fire fighting and emergency response equipment safely and effectively including communications equipment.

Operate, maintain, and service fire engines, pumps and equipment, and ladders and ladder trucks.

Use and operate a variety of tools, ropes, knots, life lines, belts, and couplers.

Perform at required levels for EMS, technical rope rescue, and hazardous materials.

Operate a motor vehicle safely.

**Ability to:**

Respond to fires and alarms and effectively perform fire suppression and rescue work.

Perform responsible and difficult fire fighting, medical aid, and emergency assistance activities quickly and effectively.

Perform field calculations of hydraulics for the proper and effective operations of equipment at emergency scenes and to provide effective stream flows from fire pumps.

**Ability to:**

Conduct fire inspections and perform code enforcement work.

Observe and record findings during inspections.

Read and interpret blueprints and site maps.

Respond quickly to changing situations under stressful emergency conditions.

Read, understand, and apply technical fire fighting, methods, materials, and concepts.

Demonstrate physical endurance, agility, strength, and stamina in the performance of hazardous tasks under emergency conditions; think and act quickly in emergencies.

Understand and follow oral and written directions promptly and accurately.

Exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

**Experience and Training Guidelines:**

*Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

**Experience:**

Three years of firefighting experience in a training capacity.

**Training:**

Equivalent to a high school diploma supplemented by successful completion of course work in fire science.

**License or Certificate:**

Possession of or obtain the following certification as outlined in Rock Springs Fire Department policies:

Hired after 9/15/2005: State of Wyoming – NPQS accredited Firefighter I; Firefighter II.

Hired prior to 9/15/2005: State of Wyoming Certified Firefighter I; Firefighter II.

Hired after 9/15/2005: State of Wyoming – NPQS accredited Apparatus Driver Operator – Pumper; Apparatus Driver Operator – Aerial.

Hired prior to 9/15/2005: State of Wyoming Fire Apparatus Operator.

Hired after 9/15/2005: State of Wyoming – NPQS accredited Hazardous Materials – Awareness; Hazardous Materials – Operations.

All firefighters will possess State of Wyoming Hazardous Material – Technician or Equivalent.

All firefighters will possess the following: American Heart Association – CPR for the Professional Rescuer; State of Wyoming Emergency Medical Technician – Basic.

Any other applicable certifications required by Rock Springs Fire Department policies.

Possession of, or ability to obtain, an appropriate, valid driver's license.

**Special Requirements:**

*Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift/drag 125-175 lbs.; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for shift work, on-call, and stand-by.

Effective Date: November 1, 2000

Revised: February 3, 2009 (Res. 09-21)

## **CITY OF ROCK SPRINGS**

### **FIRE CAPTAIN**

#### **DEFINITION**

Under general direction, to supervise, assign, review and participate in the work of a fire and EMS company or station responsible for providing fire suppression, rescue, emergency medical treatment, hazardous materials response, and fire inspection and prevention services; and to perform a variety of technical tasks relative to assigned area of responsibility.

#### **SUPERVISION EXERCISED**

Exercises direct supervision over sworn staff.

#### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Plan, prioritize, assign, supervise and review the work of a fire and EMS company or station responsible for providing fire suppression, rescue, emergency medical treatment, hazardous material response, and fire inspection and prevention services.

Recommend and assist in the implementation of goals and objectives; identify station resource needs; establish schedules and methods for providing effective fire suppression and prevention services and EMS delivery; implement policies and procedures.

Provide or coordinate staff training and fire fighting drills; prepare employee performance evaluations; work with employees to correct deficiencies.

Perform assigned ancillary duties involving the administration of the Fire Department including fire administration, prevention, public education, inspection, fleet equipment maintenance, inventory, training, maintenance of specialized fire/EMS/rescue/hazardous materials equipment, or other aspects of the fire prevention and suppression programs.

Participate in the preparation and administration of the assigned budget; submit budget recommendations.

Follow up on non-compliance and special hazards and engine company inspections.

Respond to alarms as incident commander, assuming responsibility for the supervision, performance, and safety of assigned fire fighting personnel on the scene of an emergency incident; survey the scene and direct emergency scene operations until relieved by a superior officer; provide direction to personnel.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (Cont.)**

Supervise and assist in rendering emergency medical care at an emergency incident; analyze and take command of patient care with full responsibility for the patient until relieved by proper medical personnel.

Supervise and perform the laying and connection of hose, direction of water streams, placement of ladders, ventilation of buildings, rescue of persons, first aid, and salvage operations; ascertain the need for and type of additional equipment necessary to handle emergencies; make technical decisions as to the best methods of extinguishing fires after observing the fire and receiving reports from company officers.

Respond to miscellaneous emergencies including victim rescues, hazardous materials incidents, and natural disasters; respond to non-emergency situations including false fire alarms.

Assist in coordinating the maintenance and repair of fire suppression and special response equipment and facilities such as hydrants, trucks and support equipment; maintain records and reports concerning maintenance of all department vehicles and equipment; ensure proper maintenance of station facilities; direct the cleaning of quarters, equipment and apparatus; maintain station supplies.

Perform company inspections; inspect personnel, equipment, and company quarters.

Perform or assist in classroom instruction and in the preparation of sketches, charts, and instructions for fire suppression purposes and specialized training including basic emergency care, hazardous materials, and rescue.

Identify the fire training needs of company personnel including such areas as driving and operating equipment; drill and instruct personnel in the use of a variety of fire fighting apparatus, equipment, tools, and devices including hoses, nozzles, ladders, and other portable fire fighting equipment; instruct personnel on location of hazards in schools, institutions, public buildings, and other fire hazards and the methods of combating fires in such places; ensure conformance of training and instructional work with department policy and procedures.

Train personnel in the use of a variety of specialized response equipment and tools including hazardous materials response, radiological response, and confined space rescue.

Provide information to the public concerning fire prevention practices and procedures; conduct station tours.

Assign personnel to maintenance duties in and around company quarters; instruct assigned staff in work methods; participates fully in the work of crew/subordinate staff including in the testing and maintenance of fire hydrants.



**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (Cont.)**

Assist management staff in maintaining and improving upon the operation of the Department; perform a wide variety of general staff work as assigned.

Perform a variety of administrative duties including recording company activities in designated logs, preparing and maintaining records, reports, forms, recommendations, and other required administrative procedures of the company.

Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of fire prevention, suppression, investigation, inspection, and EMS.

As assigned, conduct preliminary investigation on causes of fire; obtain and otherwise preserve evidence at a fire scene; secure scene to collect evidence; interview witnesses and suspects and analyze and evaluate their statements; communicate with other law enforcement officers and private investigators; testify in court as necessary; prepare reports of findings and recommendations.

Assume the duties and responsibilities of the Fire Battalion Chief upon the request or absence of the Fire Battalion Chief.

Perform the full range of fire fighting duties.

**OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

Operations, services, and activities of comprehensive fire suppression and prevention programs.

Modern fire suppression, prevention, and victim rescue principles, practices, procedures, and techniques including the operation and maintenance requirements of the various types of fire apparatus and equipment.

Principles of hydraulic and construction engineering.

Mechanical, chemical, and related characteristics of a wide variety of hazardous materials.

**Knowledge of:**

Proper utilization and maintenance requirements of fire apparatus, equipment, tools, devices and facilities.

Department rules, regulations, and operational procedures.

Pertinent federal, state and local laws, codes, and regulations.

Procedures methods and techniques of emergency medical services.

Principles of supervision, training, and performance evaluation.

Local geography, including the location of water mains, hydrants, major fire hazards of the city, and city streets.

Basic building construction materials, methods, and techniques.

Principles of fire behavior, combustion, and substance alteration due to fire.

Operational hazards and standard safety practices necessary in the area of fire prevention and suppression, victim rescue, and hazardous materials response.

Operational characteristics and designs of fire protection systems, sprinkler systems, alarm systems, elevators, and other related systems.

Modern office practices, methods, and computer equipment.

Principles and procedures of record keeping and reporting.

Basic mathematical and mechanical relationships.

Safe driving principles and practices.

**Skill to:**

Operate a variety of fire fighting and emergency response equipment safely and effectively including communications equipment.

Use and operate a variety of tools, ropes, knots, ladders, life lines, belts, and couplers.

Perform at required EMS, technical rope rescue, and hazardous material operation levels.

**Skill to:**

Operate modern office equipment including computer equipment.

Operate a motor vehicle safely.

**Ability to:**

Supervise, organize, and review the work of sworn personnel.

Supervise, train, and evaluate staff.

Respond to EMS calls, fires, and alarms.

Control and direct a variety of emergency services related to fire suppression, emergency medical response, and hazardous materials incidents.

Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.

Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.

Make technical and urgent decisions quickly and calmly under emergency conditions.

Demonstrate physical endurance, agility, strength, and stamina in the performance of hazardous tasks under emergency conditions; think and act quickly in emergencies.

Oversee and participate in the operation and maintenance of apparatus and equipment used in modern fire fighting, EMS, and emergency activities.

Conduct preliminary fact-finding inspections and investigations including evidence gathering and preservation.

Collect, compile, and analyze information and data.

Prepare and make recommendations for the assigned budget.

Read and interpret blueprints and site maps.

Read, understand, and apply technical fire fighting materials and concepts.

Prepare and maintain accurate and complete records.

Prepare clear and concise written and oral reports.

Respond to requests and inquiries from the general public.

Exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

**Experience and Training Guidelines:**

*Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

**Experience:**

Three years of progressively responsible fire fighting experience including two years in the operation of equipment and apparatus at the level of Firefighter.

**Training:**

Equivalent to a high school diploma supplemented by extensive course work in fire science, fire investigation, or related field.

**License or Certificate:**

Possession of or obtain the following certification as outlined in Rock Springs Fire Department policies:

Hired after 9/15/2005; State of Wyoming – NPQS accredited Firefighter I; Firefighter II.

Hired prior to 9/15/2005: State of Wyoming Certified Firefighter I; Firefighter II.

Hired after 9/15/2005: State of Wyoming – NPQS accfedited Apparatus Driver Operator – Pumper; Apparatus Driver Operator – Aerial.

Hired prior to 9/15/2005 State of Wyoming Fire Apparatus Operator.

Hired after 9/15/2005: State of Wyoming – NPQS accredited Hazardous Materials – Awareness; Hazardious Materials – Operations.

All firefighters will possess State of Wyoming Hazardous Material – Technician or Equivalent.

State of Wyoming – Fire Instructor I  
State of Wyoming – Fire Inspector I  
State of Wyoming – Fire Officer I.

All firefighters will possess American Heart Association – CPR for the Professional Rescuer and the State of Wyoming Emergency Medical Technician – Basic.

Any other applicable certifications required by Rock Springs Fire Department policies.

Possession of, or ability to obtain, an appropriate, valid driver's license.

**Special Requirements:**

*Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift/drag 125-175 lbs.; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for shift work, on-call, and stand-by.

Effective Date: November 1, 2000

Revised: February 3, 2009 (Res. 09-21)

## **CITY OF ROCK SPRINGS**

### **FIRE BATTALION CHIEF**

#### **DEFINITION**

Under general direction, to supervise, plan and coordinate the assigned services, activities, and operations of the Fire Department including EMS, fire suppression, fire prevention, and other related activities and services; to coordinate assigned activities with other divisions, outside agencies, and the general public; and to provide highly responsible and complex staff assistance to the Fire Chief.

#### **SUPERVISION EXERCISED**

Exercises direct supervision over sworn and non-sworn personnel.

#### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Coordinate the organization, staffing, and operational activities for the assigned division or programs including EMS, fire suppression, fire prevention, inspections, in-service training activities and maintenance of equipment and facilities.

Participate in the development and implementation of goals, objectives, policies, and priorities for assigned area of responsibility; identify resource needs; recommend and implement policies and procedures.

Participate in the selection, training, motivation, and evaluation of assigned personnel; provide or coordinate staff training; work with employees to correct deficiencies.

Direct, coordinate, and review the work plan for the assigned stations; meet with staff to identify and resolve problems; assign work activities and projects; monitor work flow; review and evaluate work services, methods, and procedures.

Identify opportunities for improving service delivery methods and procedures; review with appropriate management staff; implement improvements.

Participate in the development and administration of the assigned budget; forecast additional funds needed for staffing, equipment, materials, and supplies; assist in the monitoring and approval of expenditures; recommend adjustments as necessary.

Coordinate assigned services and activities with those of other divisions and outside agencies and organizations.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (Cont.)**

Provide staff assistance to the Fire Chief; prepare and present staff reports and other necessary correspondence.

Prepare, maintain, and review a variety of forms, reports, schedules, recommendations, and other administrative records related to EMS, fire suppression, prevention, and inspection and training or other special programs as assigned.

Prepare special research reports and develop programs as assigned.

Evaluate existing fire safety conditions and federal, state, and local codes applicable to EMS, fire safety and assigned divisions and programs; recommend policies, procedures, and ordinance revisions as necessary.

Manage the resources of the assigned divisions, programs, and activities to ensure the emergency response capability of the department; inspect facilities and equipment for repair, readiness, level of maintenance, and supplies necessary to support demand of programs.

As assigned, coordinate and manage daily activities including the direction and management of forces at EMS, fires, rescues, hazardous material incidents, disasters, and other emergency incidents; review all incident reports for accuracy and to ensure necessary information is included.

Ascertain the need for and type of additional equipment necessary to handle emergencies; make technical decisions as to the best methods of extinguishing fires after observing the fire and receiving reports from company officers.

Coordinate, supervise, and participate in apparatus and equipment inspection and testing; direct and coordinate routine equipment maintenance and repair.

Coordinate the department's EMS and suppression training including ensuring mandated training is provided; schedule monthly activities; coordinate with other EMS and fire programs for joint training; ensure adequate training for individuals to maintain necessary skills; provide specialty training for department trainers.

Respond to and resolve difficult inquiries and complaints; investigate complaints of violations and determine cause of fire.

Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of EMS, fire suppression, and prevention.

May serve as Fire Chief upon the request or absence of the Fire Chief.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (Cont.)**

Respond to alarms at EMS, fire, medical, and hazardous material scenes; make decisions as to methods to be employed and the need for additional assistance; direct EMS, firefighting, and related life and property protection; operate engines, pumps, and other equipment; respond to rescue calls for auto extrication, water rescue, hazardous materials, and confined space.

Enforce the rules and regulations of the department and orders of the Fire Chief; ensure adequate manpower at all stations.

Maintain equipment for readiness; perform fire prevention inspections; cite violations and instruct violators on corrective measures; direct hydrant, hose, and pump testing activities.

Maintain daily logbook of shift calls, activities, and attendance.

Direct and assist in public fire education programs and events.

Perform the full range of duties of Fire Captain and/or Firefighter.

**OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

Operations, services, and activities of a comprehensive EMS, fire prevention, and fire suppression program.

Organizational and management practices as applied to the analysis and evaluation of programs, policies, and operational needs.

Modern EMS fire fighting, and rescue principles, practices, techniques, and procedures including the operation and maintenance requirements of the various types of fire fighting apparatus and equipment.

EMS, fire prevention, suppression, investigation, and inspection, principles, practices, and procedures.

Principles of fire department administration including personnel, purchasing, training, and

**Knowledge of (cont.):**

safety procedures.



Proper utilization and maintenance requirements of fire apparatus, equipment, tools, devices, and facilities.

Mechanical, chemical and related characteristics of a wide variety of flammable and explosive materials and objects.

Pertinent federal, state and local laws, codes, and regulations including those pertaining to EMS, fire suppression, prevention, and personnel training.

Procedures, methods, and techniques of emergency medical services.

Principles and practices of budget preparation and administration.

Principles and practices of supervision, training, and performance evaluation.

Rules, regulations, and operational procedures of the Fire Department.

Basic building construction materials, methods, and techniques.

Operational characteristics and designs of automated fire protection systems, sprinkler systems, alarm systems, elevators, and other related systems.

Principles of mechanics, hydraulics, and mathematics as related to fire fighting and engineering duties.

Hazardous materials and chemical chain reactions.

Administrative policies and procedures including operational and incident reporting and associated forms.

Principles of fire behavior, combustion, and substance alteration due to fire.

Occupational hazards and standard safety practices necessary in the area of fire prevention, suppression, investigation, inspection, and victim rescue.

Modern office practices, methods, and computer equipment.

Principles and procedures of record keeping and reporting.

**Knowledge of (cont.):**

Local geography, including the location of water mains, hydrants, major fire hazards of the city, and city streets.

Safe driving principles and practices.

**Skill to:**

Operate a variety of EMS, fire fighting, and emergency response equipment safely and effectively including communications equipment.

Use and operate a variety of tools, ropes, knots, ladders, life lines, belts, and couplers.

Perform at required EMS, technical rope rescue, and hazardous material operation levels.

Operate modern office equipment including computer equipment.

Operate a motor vehicle safely.

**Ability to:**

Provide professional leadership and direction for the assigned division, programs, or activities.

Recommend and implement goals, objectives, and practices for providing effective and efficient fire suppression, prevention, investigation, and inspection services.

Manage and coordinate the work of supervisory, professional, and technical personnel.

Respond to fires and alarms; direct and control a variety of emergency services related to fire suppression, emergency medical response, and hazardous materials incidents.

Participate in the selection of assigned staff; supervise, train, and evaluate staff.

Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.

Properly interpret and make decisions in accordance with laws, regulations and policies.

Make technical and emergency decisions quickly and calmly under stressful emergency conditions.

**Ability to (cont.):**

Demonstrate physical endurance, agility, strength, and stamina in the performance of hazardous tasks under emergency conditions; think and act quickly in emergencies.

Oversee and participate in the operation and maintenance of apparatus, equipment, tools, devices, and vehicles used in modern fire fighting activities.

Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.

Prepare and maintain accurate and complete records.

Prepare clear and concise reports.

Prepare and administer budgets.

Respond to requests and inquiries from the general public.

Exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

**Experience and Training Guidelines:**

*Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

**Experience:**

Five years of increasingly responsible fire suppression and prevention experience including two years of experience comparable to that of a Fire Captain.

**Training:**

Equivalent to two years of college supplemented by extensive course work in fire science, suppression, prevention, administration, or a related field.

**License or Certificate:**

Possession of or obtain the following certification as outlined in Rock Springs Fire Department policies:

Hired after 9/15/2005: State of Wyoming – NPQS accredited Firefighter I; Firefighter II.

Hired prior to 9/15/2005: State of Wyoming Certified Firefighter I; Firefighter II.

Hired after 9/15/2005: State of Wyoming – NPQS accredited Apparatus Driver Operator –

Pumper; Apparatus Driver Operator – Aerial.  
Hired prior to 9/15/2005 State of Wyoming Fire Apparatus Operator.

Hired after 9/15/2005: State of Wyoming – NPQS accredited Hazardous Materials – Awareness; Hazardous Materials – Operations.

All firefighters will possess State of Wyoming Hazardous Material – Technician or Equivalent.

State of Wyoming – Fire Instructor I.  
State of Wyoming – Fire Inspector I.  
State of Wyoming – Fire Officer I.  
State of Wyoming – Fire Officer II.

All firefighters will possess American Heart Association – CPR for the Professional Rescuer and the State of Wyoming Emergency Medical Technician – Basic.

Any other applicable certifications required by Rock Springs Fire Department policies.

Possession of, or ability to obtain, an appropriate, valid driver's license.

**Special Requirements:**

*Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 125 lbs.; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for shift work, on-call, and stand-by.

**Effective Date:** November 1, 2000

**Revised:** November 4, 2003 (Res. 03-170); February 3, 2009 (Res. 09-21)

## **CITY OF ROCK SPRINGS**

### **FIRE BATTALION CHIEF (FIRE INSPECTOR)**

#### **DEFINITION**

Under general direction, to supervise, plan, and coordinate the assigned services, activities, and operations of the Fire Prevention Bureau within the Fire Department; to serve as City Fire Marshal; to participate in EMS, fire suppression and other related activities and services; to coordinate assigned activities with other divisions, outside agencies, and the general public; and to provide highly responsible and complex staff assistance to the Fire Chief.

#### **SUPERVISION EXERCISED**

Exercises direct supervision over sworn and non-sworn personnel.

#### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Coordinate the organization, staffing, and operational activities of the Fire Prevention Bureau and assist with EMS, fire suppression, in-service training activities and maintenance of equipment and facilities.

Participate in the development and implementation of goals, objectives, policies, and priorities for the Fire Prevention Bureau; identify resource needs; recommend and implement policies and procedures for reviewing plans, conducting inspections, investigating fire loss incidents and related activities as required.

Participate in the selection, training, motivation, and evaluation of assigned personnel; provide or coordinate staff training; work with employees to correct deficiencies.

Direct, coordinate, and review the work plan for the Fire Prevention Bureau; meet with staff to identify and resolve problems; assign work activities and projects; monitor work flow; review and evaluate work services, methods, and procedures.

Identify opportunities for improving service delivery methods and procedures; review with appropriate management staff; implement improvements.

Participate in the development and administration of the Fire Prevention Bureau budget; forecast additional funds needed for staffing, equipment, materials, and supplies; assist in the monitoring and approval of expenditures; recommend adjustments as necessary.

Coordinate assigned services and activities with those of other divisions and outside agencies and organizations; negotiate and resolve significant and controversial issues.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (Cont.)**

Provide staff assistance to the Fire Chief; prepare and present staff reports and other necessary correspondence.

Make comprehensive technical plan checks of proposed projects to determine fire and life safety conditions and needs; represent the Fire Department at meetings to review new construction and subdivision plot plans, check and review building plans prior to issuance of permits; review and approve construction and permit documents in relation to fire prevention laws and codes.

Oversee and conduct inspections of schools, elderly facilities, hospitals, churches, industrial and commercial buildings, and property for fire and life safety hazards, efficiency of fire protective equipment, adequacy of fire exits and general compliance with fire prevention laws and standards; conduct comprehensive inspections of all vacant properties for fire hazards; process for abatement; examine storage, handling, and use of hazardous materials and enforce related codes regarding correction of hazards; issue orders to comply with codes.

Maintain accurate and complete records and files including those related to fire losses, inspections, investigations, and fire deaths and injuries.

Meet with citizen groups, organizations, contractors, architects, engineers, and developers regarding fire protection systems, access requirements, building requirements, and other fire prevention life safety issues; conduct oral presentations and provide information on fire codes and fire prevention activities.

Prepare, update, and enforce the city fire codes, ordinances, and standards; develop and implement a comprehensive code enforcement program.

Respond to major fires and emergency and non-emergency calls on an on-call basis; perform functions within Incident Command System at major incidents; assist in fire suppression, EMS/rescue emergencies, hazardous materials incidents, water rescues, and confined space as necessary.

Conduct plan reviews for site plans, water fire flow calculation, fire suppression, alarm systems, and cooking hood systems.

Administer fire prevention programs including public education, fire education in schools, and home smoke detectors.

Prepare, maintain, and review a variety of forms, reports, schedules, recommendations, and other administrative records related to fire suppression, prevention, and inspection and training or other special programs as assigned.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (Cont.)**

Prepare special research reports and develop programs as assigned.

Respond to and resolve difficult inquiries and complaints; investigate complaints of violations and determine cause of fire.

Manage the resources of the assigned divisions, programs, and activities; conduct inspections of department facilities and equipment for repair; readiness, level of maintenance, and supplies necessary to support demand of programs.

Operate modern office equipment including computers, copiers, and photographic equipment.

Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of fire suppression, prevention, code enforcement, and plans review.

Enforce the rules and regulations of the department and orders of the Fire Chief.

Direct hydrant, hose, and pump testing activities.

Perform the full range of duties of Fire Captain and/or Firefighter.

May serve as Fire Chief upon the request or absence of the Fire Chief.

**OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

Operations, services, and activities of a comprehensive EMS, fire prevention, and fire suppression program.

Organizational and management practices as applied to the analysis and evaluation of programs, policies, and operational needs.

Modern EMS, fire fighting and rescue principles, practices, techniques, and procedures including the operation and maintenance requirements of the various types of fire fighting apparatus and equipment.

EMS, fire prevention, suppression, investigation, and inspection, principles, practices, and procedures.

**Knowledge of (cont.):**

Principles of fire department administration including personnel, purchasing, training, and safety procedures.

Proper utilization and maintenance requirements of fire apparatus, equipment, tools, devices, and facilities.

Mechanical, chemical, and related characteristics of a wide variety of flammable and explosive materials and objects.

Pertinent federal, state and local laws, codes, and regulations including those pertaining to EMS, fire suppression, prevention, and personnel training.

Procedures, methods, and techniques of emergency medical services.

Principles and practices of budget preparation and administration.

Principles and practices of supervision, training, and performance evaluation.

Rules, regulations, and operational procedures of the Fire Department.

Basic building construction materials, methods, and techniques.

Operational characteristics and designs of automated fire protection systems, sprinkler systems, alarm systems, elevators, and other related systems.

Principles of mechanics, hydraulics, and mathematics as related to fire fighting and engineering duties.

Hazardous materials and chemical chain reactions.

Administrative policies and procedures including operational and incident reporting and associated forms.

Principles of fire behavior, combustion, and substance alteration due to fire.

Principles and techniques used in the development and implementation of safety education programs.

Principles and techniques of public relations.

Fire hazards and related prevention and abatement methods.



**Knowledge of (cont.):**

Techniques of fire and arson investigation.

Occupational hazards and standard safety practices necessary in the area of fire prevention, suppression, investigation, inspection, and victim rescue.

Modern office practices, methods, and computer equipment.

Principles and procedures of record keeping and reporting.

Building construction and automatic fire protection systems and equipment.

Local geography, including the location of water mains, hydrants, major fire hazards of the City, and City streets.

Safe driving principles and practices.

**Skill to:**

Operate fire detection and monitoring equipment.

Operate a variety of EMS, fire fighting and emergency response equipment safely and effectively including communications equipment.

Use and operate a variety of tools, ropes, knots, ladders, life lines, belts, and couplers.

Perform at EMS, technical rope rescue, and hazardous material operation levels when required.

Operate modern office equipment including computer equipment.

Operate a motor vehicle safely.

**Ability to:**

Provide professional leadership and direction for the Fire Prevention Bureau.

Recommend and implement goals, objectives, and practices for providing effective and efficient fire suppression, prevention, investigation, and inspection services.

Manage and coordinate the work of supervisory, professional, and technical personnel.

Respond to fires and alarms; direct and control a variety of emergency services related to

**Ability to (cont.):**

fire suppression, emergency medical response, and hazardous materials incidents when required.

Conduct and oversee a variety of fire prevention and educational activities including building code inspections.

Implement and administer goals, objectives, and procedures for providing effective fire prevention services.

Participate in the selection of assigned staff; supervise, train, and evaluate staff.

Detect fire hazards and make recommendations for ways to prevent and eliminate fire hazards.

Conduct thorough fact-finding inspections and investigations including evidence gathering and preservation.

Enforce regulations firmly, tactfully, and impartially.

Interpret and apply the policies, procedures, laws, and regulations pertaining to assigned programs and functions.

Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.

Deal effectively with property owners, managers, and the general public in difficult work situations.

Prepare and deliver effective oral presentations.

Read and interpret maps, blueprints, and construction drawings.

Prepare and maintain accurate and complete records.

Prepare clear and concise reports.

Prepare and administer budgets.

Properly interpret and make decisions in accordance with laws, regulations, and policies.

Make technical and emergency decisions quickly and calmly under stressful emergency conditions.

**Ability to (cont.)**

Demonstrate physical endurance, agility, strength, and stamina in the performance of hazardous tasks under emergency conditions; think and act quickly in emergencies.

Oversee and participate in the operation and maintenance of apparatus, equipment, tools, devices, and vehicles used in modern fire fighting activities.

Respond to requests and inquiries from the general public.

Exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

**Experience and Training Guidelines:**

*Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

**Experience:**

Five years of increasingly responsible fire suppression and prevention experience including two years of experience comparable to that of a Fire Captain.

**Training:**

Equivalent to two years of college supplemented by extensive course work in fire science, suppression, prevention, investigation administration, or a related field.

**License or Certificate:**

Possession of or obtain the following certification as outlined in Rock Springs Fire Department policies.

Hired after 9/15/2005: State of Wyoming – NPQS accredited Firefighter I; Firefighter II.

Hired prior to 9/15/2005: State of Wyoming Certified Firefighter I; Firefighter II

Hired after 9/15/2005: State of Wyoming – NPQS accredited Apparatus Driver Operator – Pumper, Apparatus Driver Operator – Aerial

Hired prior to 9/15/2005: State of Wyoming – NPQS accredited Hazardous Materials – Awareness; Hazardous Materials – Operations

All firefighters will possess State of Wyoming Hazardous Material – Technician or Equivalent

State of Wyoming – Fire Instructor I

State of Wyoming – Fire Inspector I

State of Wyoming – Fire Officer I

State of Wyoming – Fire Officer II

All firefighters will possess American Heart Association – CPR for the Professional Rescuer and the State of Wyoming Emergency Medical Technician – Basic.

Any other applicable certifications required by Rock Springs Fire Department policies.

Possession of, or ability to obtain International Code Council Fire Inspector Certification within one year.

Possession of, or ability to obtain, an appropriate, valid driver's license.

**Special Requirements:**

*Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 125 lbs.; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for shift work, on-call, and stand-by.

Effective Date: November 4, 2003 (Res. 03-169)

Revised: February 3, 2009 (Res. 09-21)

RESOLUTION NO. 2017- 67

A RESOLUTION ACCEPTING AND APPROVING A LABOR AGREEMENT BETWEEN THE INTERNATIONAL UNION OF UNITED MINE WORKERS OF AMERICA AND THE CITY OF ROCK SPRINGS, WYOMING, AND DIRECTING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, AND LISA M. TARUFELLI, AS CITY CLERK OF THE CITY OF ROCK SPRINGS, WYOMING, TO EXECUTE SAID AGREEMENT ON BEHALF OF SAID CITY.

WHEREAS, the International Union of the United Mine Workers of America has tendered to the City of Rock Springs a Labor Agreement setting forth wages and working conditions of employment of the bargaining unit comprised of regular, full-time, nonexempt personnel of the City of Rock Springs; and,

WHEREAS, the term of said Labor Agreement is a period of three (3) years; and,

WHEREAS, the Governing Body of the City of Rock Springs has before it the proposed Labor Agreement, and has given it careful review and consideration; and,

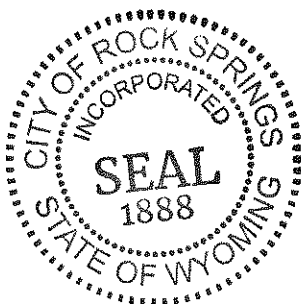
WHEREAS, it is considered to be in the best interests of the City to enter into said Labor Agreement with the International United Mine Workers of America; and,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

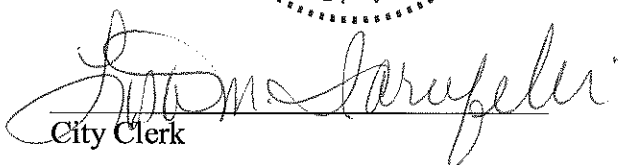
Section 1. That the Labor Agreement with the International Union of United Mine Workers of America, attached hereto and by this reference specifically made a part hereof, be and it is hereby accepted and approved by the Governing Body of said City.

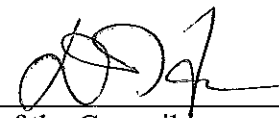
Section 2. That the Mayor of the City of Rock Springs, be, and he is hereby authorized, empowered and directed to execute said Labor Agreement on behalf of said City; and that the City Clerk of said City, be, and she is hereby, authorized and directed to attest said Labor Agreement and to attach to each duplicate original of said Labor Agreement a certified copy of this Resolution.

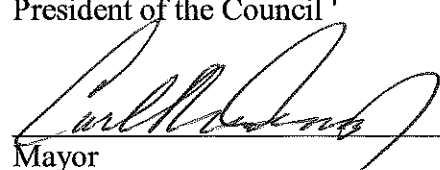
PASSED AND APPROVED this 5th day of July, 2017.



Attest:

  
City Clerk

  
President of the Council

  
Mayor

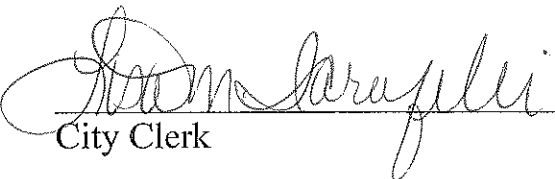
THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Carl R. Demshar, Jr., Mayor of the City of Rock Springs, Wyoming, do hereby proclaim that the foregoing Resolution of the said City of Rock Springs was, on the date thereof, duly and regularly passed and approved by the City Council of the said City of Rock Springs and by the Mayor of said City and attested by the City Clerk of said City, and I do hereby proclaim the same to be in full force and effect from and after the date of its passage and approval.

  
Mayor

THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Lisa M. Tarufelli, City Clerk of the City of Rock Springs, Wyoming, do hereby certify that on this 5<sup>th</sup> day of July, 2017, the foregoing Resolution of the City of Rock Springs was proclaimed by the Mayor of said City to be in full force and effect from and after the passage thereof as set forth in said Resolution, and that the same was posted by me in the office of the City Clerk as directed by the City Council on the 5<sup>th</sup> day of July, 2017, at 8:30 p.m. of said day.

  
City Clerk

**LABOR AGREEMENT  
BETWEEN**

**UNITED MINE WORKERS  
OF AMERICA  
LOCAL UNION 4893**

**AND**

**CITY OF ROCK SPRINGS, WY**

**JUNE 2017-2020**

## **ARTICLE I - ENABLING CLAUSE - PURPOSE**

This agreement is entered into this 1st day of July, 2017, between the International Union of the United Mine Workers of America (UMWA) (hereinafter referred to as the "Union") and the City of Rock Springs, Wyoming (hereinafter referred to as the "City"). Both parties being desirous of maintaining a harmonious relationship between themselves for the benefit of protecting the best interest and fraternal relations of both the Union and the City, and for the purpose of defining their mutual rights and obligations, do agree as follows:

## **ARTICLE II - SCOPE AND COVERAGE**

### **Section (a) Recognition**

The City, pursuant to Ordinance 95-03, hereby recognizes the Union as the sole and exclusive bargaining representative for the bargaining unit comprised of regular full time nonexempt personnel. The bargaining unit shall not include Rock Springs Fire Department firefighters who are represented by Local 1499 of the I.A.F.F.

### **Section (b) Preservation of Bargaining Unit Work**

The City may contract out or subcontract any work normally performed by employee members of the bargaining unit in emergency situations, government(s) service consolidation or reorganization, and in cases of unexpected revenue losses. Emergencies are defined as anything that threatens City property or the health and safety of any employee and/or the public as determined by the governing body or the Mayor.

The City shall, in cases other than emergencies and if practicable, provide the Union at least six (6) months notice of any such action. The City shall make a good faith attempt to keep the affected employees employed. The City may assign employees to other similar positions, in the same grade and pay level, if available within the City, without loss of pay, benefits and seniority. If no jobs are available in their field, an earnest attempt will be made to assign employees to other available positions for which they are qualified. If no jobs are available, employees will be subject to layoff. The City shall meet with Union representative two (2) weeks prior to any layoff date and shall inform the Union of the employees who are to be laid off.

Supervisory employees who are exempt from membership in the bargaining unit may perform work as they deem necessary in the course of efficiently maintaining services or production. The City will endeavor to avoid laying off bargaining unit employees due to the assumption of work duties by said supervisory employees.



### **Section (c) No Discrimination**

Neither the City nor the Union shall discriminate against any applicant for employment or employee on the basis of Union or non-union affiliation. Both the City and the Union agree to comply with all State and Federal anti-discrimination laws.

### **Section (d) Scope of Bargaining**

The City and the Union shall bargain in good faith on wages, benefits and other terms and conditions of employment not in conflict with the exclusive rights of the employer as set forth in Ordinance 95-03, Section 6.

### **Section (e) Terms of Agreement**

This agreement shall be in effect for a period of three (3) years from the 1<sup>st</sup> day of July, 2017 through the 30<sup>th</sup> day of June 2020. EXCEPT that provisions relating to wages and insurance (subject to Rock Springs Ordinance 93-23) shall be reviewed annually and other economic benefits may be reviewed upon the agreement of both parties.

### **Section (f) Negotiations for a Successor Agreement**

Negotiations for a successor agreement shall open upon receipt of written notification by either party to the other no earlier than 120 days nor later than 60 days prior to the expiration of this Agreement.

### **Section (g) Severability Clause**

If any provisions of this Agreement declared to be invalid or in conflict with any federal or state statute or any municipal ordinance, all other provisions of this Agreement will remain in full force and effect.

### **Section (h) No Strike/Lockout**

Strikes and/or lockouts are completely and exclusively subject to the provisions of Ordinance 95-03, and neither shall occur in conflict with those provisions.

### **Section (i) Probationary Period**

All newly hired employees shall be considered probationary employees for a period of six (6) months unless: (1) such employee is hired to fill a vacancy left by an employee who is on probation in a new position and who could be returned to the former position, in which case such employee's probation shall be extended to match that of the former employee, or, (2) such employee must receive training and/or certifications. In the event that the employee's employment requires that he/she receive training and/or certifications, such employee's probationary period shall be extended for a period of six (6) months beyond the completion of such training and/or certification. Employees shall be

subject to dismissal or termination from employment without cause during this probationary period and shall have no recourse whatsoever under the terms of this agreement. The six (6) month probationary period may be shortened to a lesser period of time with the approval of the Department Head and the Mayor.

Employees who are appointed into a new position or job shall be on probation for a period of six (6) months unless such employee must receive additional training and/or certifications. In the event that the employee must receive additional training and/or certifications, such employee's probationary period shall be extended for a period of six (6) months beyond the completion of such training and/or certifications. Employees who are unable to achieve the required certification during this period shall be returned to their former positions at their former rates of pay, but without loss of seniority or benefits.

The probationary period for police officers shall be set forth in Wyoming Statutes Section 15-5-101 et.seq. and the Rules and Regulations of the Rock Springs Police Civil Service Commission.

#### **Section (j) Prior Practice and Custom**

This Agreement is intended to supersede all existing and previous policies, practices and/or customs which it affects and with which it would otherwise conflict. All existing and prior policies, practices and/or customs which do not conflict with these provisions shall remain in full force and effect. The provisions of this Agreement as well as any policies, practices and/or customs shall be superseded by and subject to any Federal or State statute or municipal ordinance with which it conflicts.

The Policy and Procedures Manuals covering the Police Department and all other City Departments which are in effect as of the start of this Agreement, shall not be considered part of this Agreement. Whenever a dispute arises between this Agreement and the Policy and Procedures Manual this Agreement shall prevail.

### **ARTICLE III - MANAGEMENT RIGHTS**

Management rights shall be completely and exclusively subject to and exercised in accordance with the provisions of Ordinance 95-03.

### **ARTICLE IV - UNIONS RIGHTS**

Union rights shall be completely and exclusively subject to and exercised in accordance with the provisions of Ordinance 95-03.

#### **Section (a) Union Business**

The Authorized Representative of the Union shall be permitted reasonable access to facilities of the City, for the purpose of conferring with the City and administering the terms of this Agreement. The time and place of any meeting involving the administration of this Agreement shall be agreed upon

by the parties and shall, to the extent possible, be held at times and places which do not require the Authorized Representative or employees to be taken away from their assigned duties or to interfere with the rights of the parties under Article III and Article IV of this Agreement. Employees who are required to attend such a meeting during working hours shall suffer no lost wages for time spent at the meeting. Nothing in this section shall diminish an employees rights to representation under Article X Grievance Procedure.

Employees shall have the right to campaign for Union office or on behalf of others seeking Union office during non-work time in non-work areas, provided there is no interference with operation of the City.

The City recognizes the right of the Union to designate no less than one grievance committee person per department and one alternate grievance committee person in each department.

The City further agrees to permit a Union spokesperson a brief opportunity to introduce the new employee to the Union, during orientation.

#### **Section (b) Leave for Union Business**

Employees who have an official request from the International Union (United Mine Workers of America) for a temporary leave of absence to participate in Union activities and to serve as District or International Officers or Representatives, shall be granted such leave if the Mayor agrees that the leave will not create an unreasonable hardship for the City. Employees granted such a leave shall retain their seniority while on leave. Upon expiration of such leave, the employee shall be entitled to return to work at the same job classification and rate of pay.

No more than one (1) employee, at any one time covered by this Agreement shall be granted a temporary unpaid leave of absence for Union business not to exceed four (4) months. If there is more than one official request for temporary leave, it must be mutually agreed upon by the City and the Union.

Permanent Union appointees and those employees who are elected to District or International office shall be granted leaves without pay not to exceed their respective terms of office or appointment. No more than one (1) employee will be granted leave as a permanent appointee, or to serve as a District or International Officer. During such leave the employees shall be required to make payments for health insurance.

#### **Section (c) Union Bulletin Board**

The City agrees to provide bulletin boards or bulletin spaces for the Union's use, and the Union agrees to post notices or information of interest to the Union membership including findings of the Communications Committee (Article V).

## **ARTICLE V - COMMUNICATIONS COMMITTEE**

Both parties to this Agreement recognize that City services and property must always be provided and maintained in a safe, efficient and productive manner. The Bargaining Unit and the City realize that they are ultimately responsible to the citizens for their job responsibilities.

In order to further implement this expression of purpose, the Communication Committee shall continue to function during the term of this Agreement. The Union representation of the Committee shall be the Local President, the Grievance Committee Chair, and the Safety Committee Chair. The City representation of the Committee shall be the Mayor, appropriate Department Heads, and a member at large. The Employer and Union members of the Committee shall meet at mutually agreeable times, but no less than once each month. The function of the Committee shall be to identify and discuss any problems or potential problems.

The functioning of this Committee shall not affect the existing rights of either party under any other provision of this Agreement.

## **ARTICLE VI - CHECK-OFF**

The membership dues, including initiation fees, and assessments of the United Mine Workers of America and its various subdivisions, and other voluntary deductions, for all bargaining unit employees, from whom written authorization is received and as authorized and approved by the International Union United Mine Workers of America, shall be checked off the wages of the Employees by the Employer covered by this Agreement, and shall be remitted monthly to the properly designated officers of the United Mine Workers of America, within thirty (30) days of the deduction. Within thirty (30) days of the deduction, the City shall also submit an itemized statement showing the name of each employee, the employee's social security number, the amount deducted and year to date totals.

## **ARTICLE VII - PERSONNEL FILES**

All employees within the bargaining unit will have the right, upon request, to review the contents of their personnel file. All employees shall have the right to submit a statement concerning any adverse material in the employee's file within thirty (30) days from the date the adverse action is taken or within thirty (30) days from the time the employee is notified of the filing of the adverse material. Such statement shall become part of the employee's personnel file. The personnel file shall not contain adverse records unrelated to employment. No adverse material shall be placed in the personnel file without notification to the employee or without an opportunity for the employee to read and sign the material. In the event an employee fails or refuses to sign the material, such failure or refusal shall be noted by the Department Head or Supervisor on the material to be filed. The employee shall have the right to respond within thirty (30) days in writing to any material so filed and the employee's response shall become part of the employee's personnel file.

If an employee is disciplined and subsequently through utilization of the grievance procedure, is

completely exonerated and the disciplinary action is rescinded, all material pertaining to the disciplinary action shall be removed from the employee's file.

## **ARTICLE VIII - SENIORITY**

### **Section (a) Seniority and the Selection of Employees**

The selection of employees for a particular position shall be based on seniority (length of service), and the possession of the highest qualifications of all applicants for the position. Seniority shall be defined as the length of service of an employee, including the probationary period. Upon successful completion of the probationary period, seniority shall be calculated from the date of hire. Seniority rights shall apply exclusively to full-time employees. A part-time employee shall have no seniority rights until he becomes a full-time employee. The date the employee becomes a full-time employee shall be the date from which seniority will be calculated, if the employee satisfies the probationary requirements of the full-time position.

There shall be two (2) separate seniority lists, one for the Police Department and one combining all other departments. Wherever seniority is used, the seniority of those on the Police Department list shall be considered separately from those on the list combining all other departments, and seniority within the Police Department shall not be considered if it creates any conflict with the provisions of Wyoming law relating to Police Civil Service or the Rules and Regulations of the Rock Springs Police Civil Service Commission. Regular full-time employees who are members of the bargaining unit, shall be placed upon the seniority lists to be maintained and updated at all times by the City. In the event an employee retires or terminates employment with the City, such employee shall lose all seniority. In the event a Civil Service member of the Rock Springs Police Department wishes to be considered for a position outside the Department, the applicant's seniority within the Department shall be considered.

### **Section (b) Revised Job Classification**

In the event substantial changes are made in the duties and responsibilities of a job outside of the existing job description, and the employee employed in such job disagrees with the rate of pay for such job as revised, he/she may grieve the rate of pay through the grievance procedure contained in the Agreement.

### **Section (c) Protection Against Discrimination**

In no case may the Employer make a temporary assignment for the purpose of disciplining or discriminating against the Employee.

## **ARTICLE IX - SAFETY**

The Employer, the Union and all employees covered by this Agreement jointly pledge their individual and joint efforts to attain and maintain a safe and healthy workplace. The City recognizes its coverage by the Wyoming Occupational Health and Safety Act. In recognition thereof, the City of Rock Springs shall twice annually provide a program of occupational safety and health training which is adequate to address the needs of every position within the City. The length of these training sessions will depend upon the subject matter. Employees who attend this safety training will be compensated for their time.

A Safety Committee consisting of a "Safety Officer" chosen by the employees of each department will be created. The Safety Committee will meet with the Mayor and Department Heads four times per year during working hours to discuss safety problems, to work out solutions to a more efficient and safe operation in each of said departments, and in conjunction with the Mayor and Department Heads plan the bi-annual safety training sessions provided in this Article. The Union shall be responsible for making arrangements for and providing notices of quarterly safety meetings.

No employee shall be required to work under conditions which he or she believes to be unreasonably or abnormally dangerous or hazardous. At a minimum, working conditions should comply with OSHA and WOSHA standards. If an employee believes that working conditions present an unreasonable risk or hazard, the employee is encouraged and expected to report the risk or hazard to the immediate supervisor or department head immediately.

## **ARTICLE X - GRIEVANCE PROCEDURE**

### **Section (a) Grievance Definition**

A grievance is hereby defined to be any claim (request or complaint) by a bargaining unit member of the City regarding the application of the specific terms of this Agreement.

All disputes between the City and the Union or between the City and any of its employees relating to the application or interpretation of the terms and conditions of this agreement shall be settled in accordance with the following procedure:

### **Section (b) - Employee Representative**

A bargaining unit member shall have the right to have a Union Representative participate in and be present at any , or all steps of the grievance procedure or at any investigatory interview where the employee believes the investigation will result in disciplinary action. It shall be the responsibility of the employee to have the Union Representative present.

### **Section (c) Grievance Process**

A grievance initiated by a bargaining unit member shall be set forth in the following manner:

- Step 1) All grievances must be initiated within ten (10) working days of the alleged occurrence. The grievant must reduce his/her grievance to writing and forward a copy of same to the appropriate Department Head. The grievant and Local Union Representative(s) shall meet with the appropriate Department Head in an effort to settle the dispute. A written response must be given by the City within five (5) working days of such meeting.
- Step 2) In the event no agreement is reached at Step One within , five (5) working days after receipt of the Step One answer, the Mayor and appropriate Department Head(s) shall meet with the grievant, Local and International or District Representative. At this time any and all witnesses or evidence may be presented. The parties shall review the facts and pertinent contract provisions in an effort to reach an agreement. A written response must be given by the City within five (5) working days of such meeting.
- Step 3) In the event no agreement is reached at Step Two, the Union may, within five (5) working days after receipt of the Step Two answer, appeal the grievance to a grievance review committee. The grievance review committee shall consist of three (3) persons; one (1) chosen by the Union, one (1) chosen by the City and one (1) mutually agreed upon by the Union and the City. The grievance review committee shall conduct a hearing in order to hear testimony, receive evidence and consider arguments. Members of the grievance review committee shall be compensated at the rate of \$120.00 per day with one half to be paid by the City and one half to be paid by the Union unless a member chosen is a City employee in which case the employee shall receive his or her regular rate of pay. The decision of the grievance review committee shall be based on majority rule. Furthermore, the decision shall be reduced to writing and sent to the governing body for approval. In the event the governing body does not approve of the decision, it shall formulate an alternate remedy or choose to take no action which shall be final and binding. Such remedy shall not change the content or provisions of this contract nor shall it be discriminatory.

#### **Section (d) Waiver of Time Limits**

The time limits and/or steps listed in this Article may be extended or waived at any step of the procedure by mutual agreement of the parties or their designated representatives.

### **ARTICLE XI - LEAVES**

#### **Section (a) Unpaid Leave of Absence**

Upon application, the Department Head with approval of the Mayor, may grant an employee a leave of absence without pay not to exceed one year, but no vacation or sick leave credit shall accrue during any such leave period. It is understood that employees may be required to make payments for insurance.

### **Section (b) Reinstatement From Leave Without Pay**

Reinstatement from any authorized leave without pay is permitted only when a proper leave of absence has been in effect; reinstatement must be requested no later than ten (10) working days before returning to work. Such requests will be made to the employees Department Head.

The employee will return to the employee's former job, and will not lose their previous seniority, pay grade, classification, or benefits in such cases where approved leave has been granted.

### **Section (c) Disability / Workers Compensation Leave**

A regular full-time employee who becomes temporarily disabled due to an occupational injury and as a result is unable to work at full capacity for an extended period of time shall be granted, upon a physician's confirmation of disability, a temporary leave of absence for up to one (1) year. The City shall have the authority to request a second opinion from a physician of its choosing at the City's expense. During the temporary leave the City will pay the difference between the employee's regular wages, excluding overtime, and workers compensation payments. Furthermore, the City shall maintain the employees medical coverage during said leave.

During the period of leave and until such time the employee returns to work, the employee's position may be temporarily filled.

### **Section (d) Family and Medical Leave Act**

City employees may be granted an unpaid temporary leave of absence for up to twelve (12) weeks, in accordance with the Family and Medical Leave Act (FMLA).

### **Section (e) Military Leave**

A member of the bargaining unit who is also a member of the Wyoming National Guard or United States Military Forces Reserve, shall be entitled to a leave of absence not to exceed fifteen (15) calendar days in any one calendar year to attend duly authorized encampments, training cruises and similar training programs in addition to any other leave or vacation time to which the employee is otherwise entitled. Employees who are eligible for the leave in this paragraph must submit copies of the official orders within ten (10) days of receipt. For leaves in this paragraph, the City agrees to pay the employees the difference between their regular salary with the City and their military pay, if military pay is less than the regular salary with the City. The employees also must submit their military pay statement to the City Clerk on a timely basis to permit the City Clerk to make the necessary adjustments.

A member of the bargaining unit who has been employed with the City for one (1) year and who is a member of the National Guard or any other component of the military forces of the state, a member of the Reserve Forces of the United States, or who is inducted into the military service of the United



States is entitled to an unpaid leave of absence while he is engaged in active military training or service ordered or authorized pursuant to law exceeding fifteen (15) days in any calendar year. All employees who have been ordered to active duty or inducted into military service shall provide copies of the official orders to their Department Head.

During times the employee is activated to military service for longer than fifteen (15) days, in a calendar year, and in the event the employee's military is less than the City pay, the City shall, at the option of the employee, pay the employee the difference between the base military pay and the base City pay. All other employee benefits shall be maintained as required by Wyoming law.

#### **Section (f) Temporary and Occupational Leave**

The Department Head, and Mayor, may approve temporary leave and occupational leave with pay to permit employees to attend conventions, short training sessions, seminars and workshops, to observe operations in other cities or counties when deemed beneficial to the City, or for other purposes. The City may pay for all or any portion of expenses related to said training.

#### **Section (g) Sick Leave**

1) All regular full-time employees working forty (40) hours per week shall be entitled to one (1) 8-hour day of sick leave with pay for each month of service and may accumulate sick leave without limit.

2) Payment in lieu of sick leave shall not be permitted upon termination of employment, except as follows: Full-time employees who have retired or terminated their employment shall receive payment according to the following schedule:

<u>Full-time Continuous Service</u>	<u>Rate</u>	<u>Maximum</u>
0-5 years	5%	1440 hours
6-10 years	10%	1440 hours
11-15 years	15%	1440 hours
16-20 years	20%	1440 hours
20 and up	25%	1440 hours

Full time employees who have retired from their employment with the City shall have the option of applying accrued sick leave payments to insurance payments if they meet the insurance plan requirements. The retiring employee shall pay the appropriate tax on the final paycheck.

3) To utilize sick leave, an employee must notify, or cause to be notified, the employee's supervisor a reasonable amount of time prior to the start of the employee's scheduled shift, or give such notification in accordance with department rules.

4) If sick leave exceeds three (3) consecutive days, or if abuse of sick leave is suspected, the Department Head or Director of Human Resources may:

- a) Require employees to submit a certification from their physician stating that the illness prevented them from working, and/or;
- b) Require employees to receive a medical examination from a physician selected and paid for by the City.

The physician's documentation in 1) or 2) above must include the nature of the illness, the dates of treatment, whether the employee is able to perform normal work duties, and an indication of when the employee may return to work.

When applicable, the attending physician should specify whether light duties can be resumed.

If the employee does not obtain or submit the documentation required above, or if documentation is inadequate/incomplete, paid sick leave may be denied.

Should a conflict arise between the decisions of the physician selected by the employee and the one selected by the City, a third physician shall be agreed upon by the City and Union who will be used in determining eligibility for paid sick leave. Cost for this third physician shall be limited to specific illness or injury for which sick leave was initially requested and physician approved.

5) Pregnancy shall be treated as any other temporary disability and all sick leave provisions for notification, documentation, and approval shall apply, unless for a FMLA qualifying purpose. (Ordinance 94-08, 3-51-94).

6) Sick leave may be granted an employee by the Department Head in the event of an illness of a member of an employee's immediate family or a person of a close personal relationship to the employee, as verified by a physician. All notification and certification requirements shall apply if such sick leave is granted. For FMLA qualifying sick leave, please refer to Section 817 of the Personnel Policies and Procedures of the City of Rock Springs, a copy of which is attached.

7) When an employee has been on continuous sick leave for a period exceeding thirty (30) calendar days, further sick leave benefits shall not accrue for the additional period of time the employee is on sick leave.

8) The City of Rock Springs recognizes the public interest served by organ and tissue donations. Upon approval of the Mayor, the City of Rock Springs shall permit any employee to make a voluntary organ and/or tissue donation without loss of any accumulated sick leave. The employee shall provide as much advance notice of the date of the procedure as reasonably possible and shall provide a physician's statement as to the anticipated length of time required for the employee to recover and return to work. In the event the employee's recovery exceeds the anticipated time, the employee shall provide additional documentation as to the additional time required for the employee to recover and return to work.

#### **Section (h) Sick Leave Bank**

An employee may donate a portion of their sick leave to the City's established sick leave bank, as set forth in Ordinance 93-19, and further revised in Ordinance 94-22. The City and Union agree that bargaining unit employees may participate in the Sick Leave Transfer program as set forth in the Personnel Policies and Procedures of the City.

#### **Section (i) Funeral Leave**

An employee shall be granted five (5) working days in each such case with pay to attend the funeral of immediate family members. Employees may, with the approval of the Department Head, be granted up to three (3) working days to attend the funeral of others of a close personal relationship to an employee. Department Heads may grant in excess of five (5) working days to an employee, if in his or her judgment, the circumstances warrant it.

Definition of immediate family: parents, grandparents, brother, sister, grandchild, child, spouse, and equivalent relationships by marriage or adoption.

#### **Section (j) Jury / Witness Duty**

Any employee required to appear in court or before a Grand Jury as a potential juror, or witness in a civil or criminal court action, shall be granted leave with pay. The City agrees to continue to pay the employee as before, with the City being reimbursed the difference between jury duty pay, as set forth under W.S.S. 1-11-303, and his or her regular amount of pay. The employee shall not lose pay to sit on a jury.

#### **Section (k) Voting Leave**

All City employees shall be granted one (1) hour paid leave not including their lunch period to vote in any election during which he/she can cast a ballot as provided by Wyoming law. This section shall not apply to an employee who has three (3) or more consecutive non-working hours during the time the polls are open.

### **ARTICLE XII - HOURS OF WORK**

#### **Section (a) Overtime**

A work week shall be defined as 12:00 a.m. Monday to 11:59 p.m. Sunday for the purpose of computing overtime.

When the City requires any overtime work beyond the normal forty (40) hour work week, the City shall, at a minimum, comply with the provisions of the Fair Labor Standards Act. Employees shall receive one and one-half (1 & 1/2) times their calculated hourly rate for the overtime performed.

For the purpose of calculating overtime pay, all vacations, holiday and comp time shall be included in the calculation as if worked. Sick leave shall not be considered as hours worked or included in this calculation.

When an employee is required to work on the sixth (6<sup>th</sup>) day he or she shall be compensated at one and one-half (1 & ½) times his or her normal hourly rate. Time worked on the seventh (7<sup>th</sup>) day shall be compensated at one and one-half (1 & ½) times the employees normal hourly rate. When required to work on a recognized holiday the employee shall be compensated at two and one-half (2 & ½) his or her normal hourly rate.

When employees are scheduled to work a regular work week and as a part of that work week the weekend is a regular day, overtime for hours worked in excess of forty (40) hours per regular work week shall apply to the sixth (6<sup>th</sup>) and seventh (7<sup>th</sup>) day. All other aspects of this section shall apply as written. For the purposes of this section, sixth (6<sup>th</sup>) and seventh (7<sup>th</sup>) days shall refer to the employee's regularly scheduled days off.

Meal Allowance - One-half (½) hour after first two (2) hours beyond regular shift, then one-half (½) hour every four (4) hours thereafter.

#### **Section (b) Compensatory Time Off**

When an employee is required to work overtime the employee shall be able to take said overtime as either paid overtime or compensatory time. All compensatory time which is earned shall be computed at the rate of one and one-half (1 & ½) times for each hour of overtime performed beyond the normal forty (40) hour work week. Compensatory time for working on a holiday shall be accumulated at two and one-half (2 & 1/2) times hourly rate. Accumulated compensatory time shall be limited to eighty (80) hours per employee. Provisions of this section shall not apply to positions set out in the Memorandum of Understanding entered into by the parties for the purpose of permitting certain positions to accumulate more than eighty (80) hours of compensatory time.

#### **Section (c) Overtime Compensation for Compensatory Time**

The administration and the use of accumulated compensatory time shall be in accordance with the requirements of the Fair Labor Standards Act. The administration and use of accumulated vacation time shall be in accordance with the provisions of this agreement.

### **ARTICLE XIII - CLOTHING ALLOWANCE AND SAFETY EQUIPMENT**

The City agrees to provide the following:

- 1) Members of the Rock Springs Police Department shall receive the following clothing and equipment allowance:
  - a) Sworn Officers - \$660.00 per year

Animal Control - \$500.00 per year  
Parking Control - \$396.00 per year  
Funds will be coordinated through payroll on a semi-annual basis.

- 2) Employees who are required to wear uniforms shall receive ten (10) uniforms and six (6) coveralls per year. The City shall pay for one (1) cleaning per week.
- 3) Safety equipment and clothing provided by the City shall include but not be limited to: work gloves, hard hats, steel toe shoes, welding and asbestos gloves, insulated coveralls and rubber boots. Steel toe shoes shall be limited to one (1) pair per year for each employee, not to exceed one hundred sixty five dollars (\$165.00), unless the Department Head concludes damage to the shoes was work related.
- 4) To help cover the cost of ANSI approved prescription safety glasses, the City agrees to pay the difference between insurance and the cost, not covered by Workers Compensation, up to one hundred sixty five dollars (\$165.00) annually and up to eighty two dollars and fifty cents (\$82.50) annually on broken lenses of safety glasses when broken while performing work.

#### **ARTICLE XIV - TOOLS OF TRADE**

The Employer shall furnish all necessary hand tools not required as a condition of employment for both all employees covered by this Agreement. The Department Head shall determine what are necessary tools of the trade. All such equipment shall remain the property of the City.

The Employer shall provide at least forty dollars (\$40.00) per month, not to exceed five hundred dollars (\$500.00) per year tool allowance to each equipment mechanic at the City shop and the mechanic working at the Municipal Golf Course.

#### **ARTICLE XV - SKILLS TRAINING PROGRAMS**

##### **Section (a) New Technology and Equipment**

When new technology or equipment are introduced and new skills are needed to utilize such new technology, the employer shall provide the employees whom it deems necessary with the skill and training necessary for the safe and efficient operation of the component, machine or equipment introduced. The skills training shall emphasize health and safety in addition to other requirements of the job and may be performed at any site appropriate for such training. The City shall provide such training at its expense, and will compensate the employee during said training. This section shall also apply to job skills directly related to job performance, but not necessary related to new equipment.

##### **Section (b) Certification and Licensing**

The City shall provide the necessary training for those employees required to attain or maintain

certification or licensing and testing for certification in their job classification. The City will pay the employee's salary to attend such training and/or testing for certification, the cost of the course, the cost of traveling to and from the course site, and of room and board.

### **Section (c) Additional Certifications**

- 1) With approval of the Mayor and appropriate Department Head, each bargaining unit employee that successfully completes and maintains a phase of the Wyoming Office of Emergency Medical Services emergency Medical Technician training (the phases being for certification of EMT Basic and EMT Intermediate certification standards) and passes a test thereon given by the State of Wyoming Office of Emergency Medical Services, shall receive a thirty seven dollar and fifty cent (\$37.50) per month increase in salary for each phase.
- 2) With the approval of the Mayor and appropriate Department Head, certificates and/or licenses acquired by employees that are directly related to job duties, and are not described in the job description, and are considered above the level of work described in that job classification, and therefore benefit the bargaining unit employee and the City, shall be compensated at twenty seven dollars and fifty cents (\$27.50) per month increase in the salary for each phase completed, maintained and utilized.
- 3) Police officers who are certified as Field Training Officers and who are actively involved and working in the Police Department Field Training Program shall be compensated an additional thirty five dollars (\$35.00) per month.

## **ARTICLE XVI - VACATIONS**

This section provides for vacation for all employees covered under this Agreement. Longer vacation periods are provided for more senior employees.

All employees earn vacation days in accordance with the following schedule:

<u>Full-Time Continuous Service</u>	<u>Rate of Accrual</u>
0-5 years	One (1) day per month
6-10 years	One and one-half (1 ½ ) days per month
11-15 years	One and three quarter (1 ¾ ) days per month
16-23 years	Two (2) days per month
24 years and up	Two and one-half (2 ½ ) days per month

Vacation days shall continue to accrue for sick leave, personal days, funeral leave, and vacation days.

As of the first day of each month, vacation days shall be allocated to the individuals payroll and personnel record. Selection of vacation time is by seniority. In the event of vacation scheduling

conflict with another employee, the most senior employee shall have his/her preference.

It is intended that vacation leave is to be taken during the calendar year following accumulation.

Employees may carry over into the next calendar year the following additional hours:

<u>Full Time Continuous Service</u>	<u>Hours</u>
0-5 years	40
6 years or more	80

The calendar year shall begin January 1<sup>st</sup>. Any additional hours of vacation carried over into the calendar year shall be used in the first six (6) months of the calendar year.

If an employee is unable to use his or her accumulated vacation in accordance with this Article, the employee's surplus vacation shall be used by the employee at the direction of the Department Head. If no dates can be scheduled and the employee is not able to take vacation in the first six (6) months of the following year, said employee shall be compensated for the unused portion of vacation days earned by the next pay period following the six (6) month period. Injured or ill employees must apply all of their accrued vacation benefits from the vacation fund as sick leave prior to applying to the Sick Leave Bank.

## **ARTICLE XVII - HOLIDAYS**

The City agrees to recognize eleven (11) regular Holidays, plus two floating Holidays with pay will be provided to all regular full-time employees.

The Holidays shall include:

New Year's Day	January 1
Good Friday	Friday before Easter
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	1 <sup>st</sup> Monday in September
Veterans Day	November 11 <sup>th</sup>
Thanksgiving Days	4 <sup>th</sup> Thursday and Friday in November
Christmas Eve	December 24 <sup>th</sup>
Christmas Day	December 25 <sup>th</sup>
New Year's Eve	December 31 <sup>st</sup>

When any of the recognized holidays fall on a Sunday, the Monday succeeding shall be designated as the legal holiday. When any holiday falls on a Saturday, the Friday preceding shall be designated as the legal holiday. If Christmas Eve, falls on a Friday and Christmas falls on a Saturday, or if New Year's Eve falls on a Friday and New Year's Day falls on a Saturday, the following Monday shall be observed as a holiday. If Christmas Eve falls on a Sunday and Christmas Day falls on a Monday, or if

New Year's Eve falls on a Sunday and New Year's Day falls on a Monday, the preceding Friday shall be observed as a holiday.

When recognized Holidays fall on an employee's day off, the Department Head and employee will jointly designate the work day that shall be observed, or the employee will receive eight (8) hours of regular pay.

Holidays observed during a scheduled vacation period will not be counted as vacation time.

Employees that have been on sick leave prior and during a holiday will not have the holiday counted as a sick day.

Floating Holidays shall be scheduled by the employees at least five (5) days in advance, with approval of their immediate supervisor.

#### **ARTICLE XVIII - RESTRICTED DUTY**

The City and Union recognize that, from time to time, employees may be unable to perform their full range of duties required by their regular job due to injury or disease. In very limited cases the City may allow these employees to work in restricted duty positions. The City has no obligation to provide restricted duty positions to any employee and restricted duty shall be granted at the sole discretion of the Department Head and Mayor.

- 1) Assignment to restricted duty jobs shall be subject to the nondiscrimination provisions of Article X, section (i).
- 2) Restricted duty jobs shall not be used to erode the Bargaining Unit or reduce permanent staffing requirements.
- 3) In the event of a layoff, restricted duty employees shall not be used to perform work which would otherwise have been performed by employees on layoff.
- 4) Except as otherwise set forth herein, employees assigned to restricted duty jobs shall not lose seniority or other contractual benefits as a result of said assignment.
- 5) The hourly pay rate for an employee assigned to a restricted duty job shall be at the hourly pay rate earned by said employee at the time he/she became disabled.

#### **ARTICLE XIX - REPORTING / COURT PAY**

An employee who is called back to work, or to court in the case of a police officer, after completing his or her regular day's work or before the start of a regularly scheduled work shift, or on his or her day off, shall receive a two (2) hour minimum overtime payment.



### **Section (a) Travel Time for Emergency Calls**

The actual time an employee spends responding to an emergency call is considered to be work time, and the employee shall be paid accordingly. This shall include travel to and from the work site from the employee's home.

## **ARTICLE XX - HEALTH INSURANCE**

The City shall maintain Health/Major Medical Insurance benefits as follows:

### **SCHEDULE OF BENEFITS**

#### **DEDUCTIBLE:**

Your Deductible per person per calendar year:	\$500.00
Your Maximum Aggregate Deductible per calendar year	\$1000.00

Note: There is also a separate \$50.00 Deductible per Participant for each Outpatient emergency room admission. This Deductible is in addition to the Deductible amount shown above.

The City shall pay eighty percent (80%) of the monthly insurance premium for each employee and each employee shall pay twenty percent (20%) of such monthly insurance premium. These amounts shall be calculated for each employee based upon the overall funding requirements for the insurance plan and the coverage required for the particular employee. The parties recognize and agree that the overall cost of funding the employee health insurance plan is subject to change during the term of this Agreement. Any increase in the overall cost of funding this plan will be shared by the parties in the same percentage ratio referred to above. In the event funding levels result in excess amounts over and above the amount necessary to meet the funding requirements for the health insurance plan, these excess amounts will be held in the insurance fund. If excess funds are available in the insurance fund, then, by a majority vote of all covered City employees, such employees will receive a reduction in premium costs, increased or improved benefits or the funds will be used for such purposes as will benefit the employees covered by the plan. These options shall be recommended by the AdHoc Insurance Committee after prudent investigation and review.

- 1) The Union and City understand the importance of good physical health of the employees of the City. To that end, the Fitness Incentive Standards Program being utilized by the Police Department will apply to all full-time employees. The Police Department will still be responsible for setting testing dates twice per year. Any employee wishing to participate is responsible for any expenses related to participating in the testing; any medical check-ups needed prior to testing; and for taking off whatever time is necessary in order to participate in the testing. Testing will be held twice per year (at the Family Recreation Center) with appointments at each session.
- 2)

## **ARTICLE XXI - LIFE INSURANCE**

The City agrees to fund and provide the current life insurance coverage in the amount of \$25,000 to the employees covered by this Agreement.

## **ARTICLE XXII - PENSION PLANS**

The City agrees to continue to fund the pension plans at a rate sufficient to keep such pension fund actuarially sound for the term of this Agreement. This could result in an increase or a reduction in the rate of funding.

## **ARTICLE XXIII - RECREATION PASSES**

- 1) The City will provide, at no cost to the employee, individual and family memberships to the Rock Springs Civic Center and the Rock Springs Family Recreation Center. The City will provide memberships to the Rock Springs White Mountain Golf Course at fifty percent (50%) of the regular cost for such memberships. For the purpose of this section, a family member is defined as any person who would qualify for coverage under the employee's health insurance plan with the City of Rock Springs.
- 2) Upon retirement from City service, a retiree is eligible for a lifetime single membership to the Civic Center, Recreation Center and White Mountain Golf Course at no charge, if the following criteria are met:
  - a. eligible for full retirement benefits under the Wyoming Retirement System
  - b. or sixty two (62) years of age or older at time of retirement
  - c. Retired employee is responsible for initiating benefit.

## **ARTICLE XXIV - ON CALL PAY**

Employees, who with the approval of the Department Head, are scheduled to be available or "on call" during regularly scheduled days off, and who are not otherwise qualified to receive on call time compensation pursuant to the provisions of the Federal Fair Labor Standards Act (FLSA), may receive payment for such scheduled available or "on call" time at a rate of one and one half (1 1/2) hour of regular straight time pay for each twelve hour period or portion thereof during which an employee is required to be available or "on call". This payment shall be in addition to payments made to the employees for actual time worked. All payments made pursuant to the provisions set forth herein shall be made in conformity with provisions set forth in the FLSA.

## **ARTICLE XXV - WAGES**

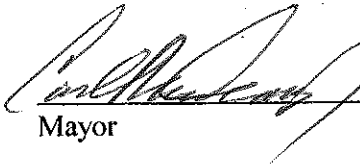
The wage and benefit structure currently in place shall remain unchanged, and wages for all positions within the City of Rock Springs shall remain at their current levels until July 1, 2018.

## ARTICLE XXVI - DRUG AND ALCOHOL TESTING

In addition to and notwithstanding the drug and alcohol testing provisions set forth in Section 902(c) and Section 904 of the City of Rock Springs Personnel Policies and Procedures, the City and Union agree that a program of unannounced random drug and alcohol testing for bargaining unit employees. The procedures to be followed in conducting such testing has been established by a joint committee made up of representatives of the City and Union.

In witness whereof the parties hereto affix their authorized signatures.

THE CITY OF ROCK SPRINGS, WYOMING

 7-6-17  
\_\_\_\_\_  
Mayor Date

Attest:

 7-6-17  
\_\_\_\_\_  
City Clerk Date

\_\_\_\_\_  
Local President


\_\_\_\_\_  
Date

Attest:

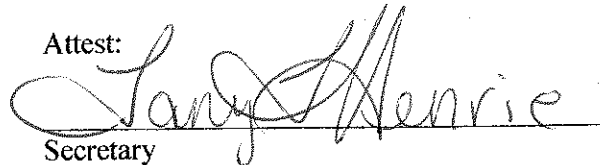
\_\_\_\_\_  
Local Secretary

\_\_\_\_\_  
Date

UNITED MINE WORKERS OF AMERICA

  
\_\_\_\_\_  
Matt Maus, International Representative

Attest:

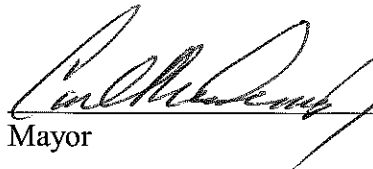
  
\_\_\_\_\_  
Secretary

## ARTICLE XXVI - DRUG AND ALCOHOL TESTING

In addition to and notwithstanding the drug and alcohol testing provisions set forth in Section 902(c) and Section 904 of the City of Rock Springs Personnel Policies and Procedures, the City and Union agree that a program of unannounced random drug and alcohol testing for bargaining unit employees. The procedures to be followed in conducting such testing has been established by a joint committee made up of representatives of the City and Union.

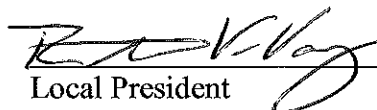
In witness whereof the parties hereto affix their authorized signatures.

THE CITY OF ROCK SPRINGS, WYOMING

 7-6-17  
Mayor Date

Attest:

 7-6-2017  
City Clerk Date

 6-22-17  
Local President Date

Attest:

 6-22-17  
Local Secretary Date

UNITED MINE WORKERS OF AMERICA

\_\_\_\_\_  
Matt Maus, International Representative

Attest:

\_\_\_\_\_  
Secretary

RESOLUTION NO. 2018-116

A RESOLUTION ACCEPTING AND APPROVING AN ADDENDUM TO THE COLLECTIVE BARGAINING AGREEMENT WITH THE INTERNATIONAL UNION OF UNITED MINE WORKERS OF AMERICA (UMWA), AND DIRECTING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, AND MATTHEW L. MCBURNETT, AS CITY CLERK OF THE CITY OF ROCK SPRINGS, WYOMING, TO EXECUTE SAID ADDENDUM ON BEHALF OF SAID CITY.

WHEREAS, on or about July 6, 2017, the City of Rock Springs and the United Mine Workers of America entered into a Collective Labor Agreement which set forth the wages and working conditions of employment of the bargaining unit comprised of regular full-time nonexempt personnel of the City of Rock Springs; and,

WHEREAS, said Collective Labor Agreement was approved by the Governing Body of the City of Rock Springs in Resolution 2017-67; and,

WHEREAS, Article II(e) of said Collective Labor Agreement defines the term of said agreement to be for a period of three (3) years from the 1<sup>st</sup> day of July, 2017 through the 30<sup>th</sup> day of June, 2020, except that provisions relating to wages and insurance (subject to Rock Springs Ordinance 93-23) shall be reviewed annually; and,

WHEREAS, the International Union of the United Mine Workers of America and the Governing body of the City of Rock Springs met to negotiate wages and have reached an agreement regarding said; and,

WHEREAS, the International Union of United Mine Workers of America has tendered to the City of Rock Springs an Addendum to the Collective Bargaining Agreement that amends Article XXV - WAGES; and,

WHEREAS, the Governing Body of the City of Rock Springs has before it the proposed Addendum to the Collective Bargaining Agreement, and has given it careful review and consideration; and,

WHEREAS, it is considered in the best interest of said City to enter into said Addendum to the Collective Bargaining Agreement with the International Union of the United Mine Workers of America.

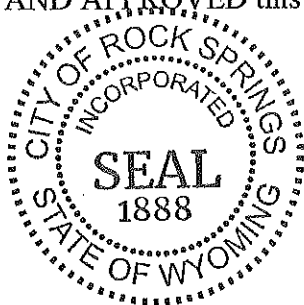
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the Addendum to the Collective Bargaining Agreement with the International Union of United Mine Workers of America (UMWA), attached hereto and by this reference made a part hereof, be and they are hereby accepted and approved by the Governing Body of said City.

Section 2. That the Mayor of the City of Rock Springs, be, and he is hereby authorized, empowered and directed to execute said Addendum on behalf of said City; and that the City

Clerk of said City, be, and he is hereby, authorized and directed to attest said Addendum and to attach to each duplicate original of said Addendum a certified copy of this Resolution.

PASSED AND APPROVED this 3rd day of July, 2018.



Billy W. Shalata  
President of the Council

Carl McGuffee  
Mayor

Attest:

Margaret L. McBurnett  
City Clerk

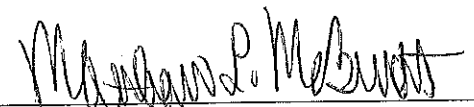
THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Carl R. Demshar, Jr., Mayor of the City of Rock Springs, Wyoming, do hereby proclaim that the foregoing Resolution of the said City of Rock Springs was, on the date thereof, duly and regularly passed and approved by the City Council of the said City of Rock Springs and by the Mayor of said City and attested by the City Clerk of said City, and I do hereby proclaim the same to be in full force and effect from and after the date of its passage and approval.

  
\_\_\_\_\_  
Mayor

THE STATE OF WYOMING )  
COUNTY OF SWEETWATER) ss.  
CITY OF ROCK SPRINGS )

I, Matthew L. McBurnett, City Clerk of the City of Rock Springs, Wyoming, do hereby certify that on this 3<sup>rd</sup> day of July, 2018, the foregoing Resolution of the City of Rock Springs was proclaimed by the Mayor of said City to be in full force and effect from and after the passage thereof as set forth in said Resolution, and that the same was posted by me in the office of the City Clerk as directed by the City Council on the 3<sup>rd</sup> day of July, 2018, at 7:40 p.m. of said day.

  
\_\_\_\_\_  
City Clerk

7

ADDENDUM TO THE COLLECTIVE BARGAINING AGREEMENT  
WITH THE INTERNATIONAL UNION OF THE  
UNITED MINE WORKERS OF AMERICA

THIS Addendum to the Collective Bargaining Agreement made and entered into this 3rd day of July, 2018, by and between the City of Rock Springs, a municipal corporation of the State of Wyoming, and the International Union of the United Mine Workers of America.

RECITALS

WHEREAS, the City of Rock Springs and the International Union of the United Mine Workers of America (UMWA) have entered into a Collective Bargaining Agreement passed and approved on the 5<sup>th</sup> day of July, 2017; and

Whereas, Article II, Section (e) of the above Agreement provides as follows:

This agreement shall be in effect for the period of three (3) years from the 1<sup>st</sup> day of July, 2017 through the 30<sup>th</sup> day of June 2020. EXCEPT that provisions relating to wages and insurance (subject to Rock Springs Ordinance 93-23) shall be reviewed annually and other economic benefits may be reviewed upon the agreement of both parties.

WHEREAS, the parties have agreed to review provisions of the Agreement relating to wages; and

WHEREAS, the parties wish to amend and supplement said Agreement by changing the language contained in **ARTICLE XXV - WAGES**.

NOW, THEREFORE, in consideration of the mutual covenants and agreement contained herein, as well as those contained in the original agreement referred to hereinabove, the parties agree as follows:

This addendum shall become effective July 1, 2018 and shall remain in effect until June 30, 2019.

This addendum amends the agreement of July 5<sup>th</sup>, 2017 as follows:

**ARTICLE XXV -- WAGES**

The City will give each employee a cost of living increase of 1%. In addition, each employee will be given a 1.5% movement or increase in the appropriate pay range for a total of 2.5%. It is understood that employees who are at or near the maximum pay in their range may receive less than 1.5% and therefore may receive less than 2.5% total. However, all employees will receive a cost of living increase of 1%.

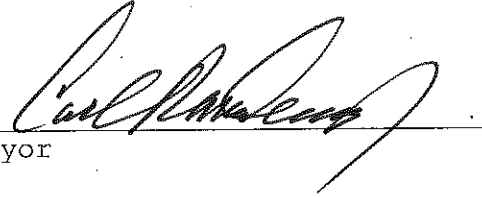


IN WITNESS WHEREOF, this agreement has been executed in day and year first above written.

CITY OF ROCK SPRINGS,

By:

Mayor



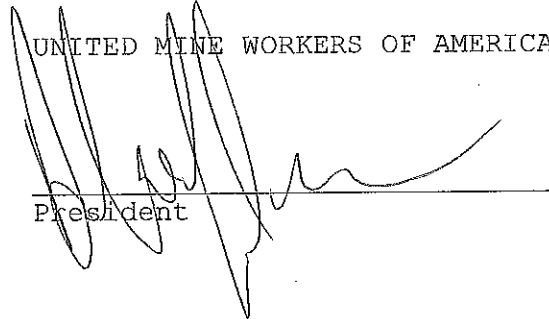
Attest:

  
City Clerk

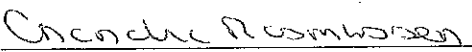
UNITED MINE WORKERS OF AMERICA

By:

President



Attest:

  
Local Secretary