RESOLUTION 17-33

A RESOLUTION OF THE CITY OF EVANSTON, WYOMING, PROVIDING INCOME NECESSARY TO FINANCE THE BUDGET AND PROVIDE FOR AND AUTHORIZE ANNUAL APPROPRIATION OF FUNDS FOR FISCAL YEAR 2018.

WHEREAS, on the 9th day of May, 2017, the Treasurer of the City of Evanston, Wyoming, prepared from the Department Administrators and the Mayor and submitted to the City Council, a city budget for the 2018 fiscal year, beginning the 1st day of July, 2017, and ending the 30th day of June, 2018; and

WHEREAS, the governing body has reviewed this budget in detail, and discussed with the Departmental Administrators concerning their individual budget requests and base budgets; and

WHEREAS, a copy thereof was made available for public inspection at the office of the City Clerk; and

WHEREAS, notice of a public hearing, as required by Wyoming State Statute, on said budget, together with the summary of said budget, was published in the Uinta County Herald, a legal newspaper, of general circulation in the City of Evanston, on the 6th day of June, 2017; and

WHEREAS, a public hearing was held on such Budget at the time and place specified in said notice, at which time all interested parties were given an opportunity to be heard; and

WHEREAS, the governing body has adopted the following overall mission statements to guide the execution of the budget:

(1) To ensure that all rules and regulations set forth by Evanston City Government are appropriate and pertinent to the quality of life of the residents of Evanston, Wyoming.

(2) To expect a strong sense of accountability and dedication by all City employees to the people of Evanston, and to officially recognize those employees whose service to the citizens of Evanston reflect this goal.

(3) To improve the overall communication and line of communication within the City.

(4) To recognize and cultivate the importance of small businesses within Evanston, as well as to encourage industry to explore the resources in our community.

(5) To stimulate proper management techniques so that the infra-structure of our City is functioning at the highest level of productivity.

WHEREAS, the governing body has adopted an expenditure control budget approach which encourages city employees to provide services more efficiently and cost effectively, allowing department heads discretion to transfer operational budget allocations within a division.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EVANSTON, WYOMING THAT:

Section 1: The City Budget, as so revised and altered, be adopted as the official City Budget for the fiscal year ending 30 June, 2018.

Section 2: The following appropriations as provided for by General Property Taxation **8 mills** (approximately equal to $450,000) and other revenues, be made for the fiscal year ending 30 June, 2018, and that the expenditures of each Department, Division, or program be limited to the amount herein appropriated:

The following Department budget allocations shall be distributed to the various divisions by the department head, pursuant to Section 7 of this resolution:

CITY COUNCIL	
CITY COUNCIL-ADMINISTRATION	$294,608.00
EMERGENCY RESERVE	$93,000.00
TOTAL	**$387,608.00**
JUDICIAL	
JUDICIAL - ADMINISTRATION	$144,402.00
EXECUTIVE	
EXECUTIVE - ADMINISTRATION	$194,748.00
ATTORNEY	$157,000.00
MAYOR'S CONTINGENCY	$6,100.00
YOUTH CLUB FOR BOYS AND GIRLS	$25,000.00
TOTAL	**$382,848.00**
PLANNING/ENGINEERING	
PLANNING/ENGINEERING	$290,280.00
TREASURY	
TREASURY	$389,337.00
CLERK/ADMINISTRATIVE SERVICES	
CLERK	$360,491.00
URBAN RENEWAL	$145,769.00
INFORMATION TECHNOLOGY	$120,000.00
GENERAL SERVICES	$973,127.00
ECONOMIC DEVELOPMENT	$18,250.00
TOTAL	**$1,617,637.00**
PARKS & RECREATION	
PARKS & REC ADMINISTRATION	$1,298,551.00
GOLF COURSE	$1,199,223.13
CEMETERY	$273,030.00
TOTAL	**$2,770,804.13**
POLICE	
POLICE - ADMINISTRATION	$423,807.00
INVESTIGATION	$794,245.00

PATROL	$1,693,817.00
SUPPORT	$444,708.00
VOCA/VAWA/POLICE - GRANTS	$120,271.00
TOTAL	**$3,476,848.00**
PUBLIC WORKS	
PUBLIC WORKS - ADMINISTRATION	$197,017.00
STREETS	$1,241,470.00
WATER	$3,158,341.00
WASTE WATER	$1,483,748.57
ENVIRONMENTAL SERVICES/SANI	$1,527,514.00
MV/SHOP	$54,000.00
TOTAL	**$7,662,090.57**
ECONOMIC REINVESTMENT	
ECONOMIC REINVEST EXPENSES	$100,000.00
LODGING TAX	
LODGING TAX EXPENDITURES	$245,100.00
CAPITAL OUTLAY	
GENERAL FUND CAPITAL OUTLAY	$210,000.00
COM DEV CAPITAL OUTLAY	$3,010,000.00
PARKS & REC CAPITAL OUTLAY	$238,500.00
PWORKS CAPITAL OUTLAY	$-
COMMUNITY GRANTS	$631,312.00
COMMUNITY CONTRACTS	$207,252.00
TRANSFERS OUT	$500,000.00
AIRPORT JPB	$75,000.00
ROUNDHOUSE LOAN INTEREST	$4,655.00
WATER FUND CAPITAL	$385,928.00
WASTE WATER FUND CAPITAL	$574,951.00
ENVIRONMENTAL SERVICES CAPITAL	$451,088.00
GOLF COURSE CAPITAL	$50,000.00
CEMETERY CAPITAL	$11,000.00
ECONOMIC REINVESTMENT CAPITAL	$276,999.00
TOTAL	**$6,626,685.00**
SUMMARY	
GENERAL FUND	$14,302,717.00
WATER FUND	$3,544,269.00
WASTEWATER FUND	$2,058,699.57
ENVIRONMENTAL SERVICES FUND	$1,978,602.00

CEMETERY FUND	$284,030.00
GOLF FUND	$1,249,223.13
MOTOR VEHICLE FUND/INTERNAL SVC	$54,000.00
ECONOMIC REINVESTMENT FUND	$376,999.00
LODGING TAX FUND	$245,100.00
TOTAL	**$24,093,639.70**

See Attachment A

Section 3: All operational and capital expenditures shall be made in conformance to the budget and the intent expressed by the governing body during the budget adoption process. For fiscal year 2018, the general fund shall pay the water fund, pursuant to Resolution 08-43 the interest due on the unpaid principal balance and as much of the unpaid principal as determined by the City Treasurer.

Section 4: Pursuant to the policy established by the governing body, the Treasurer shall maintain uniform standard budget classifications governing expenditures incurred and revenues received by the City and its several departments.

Section 5: Upon the adoption of this resolution the Treasurer shall, pursuant to the policy established by the governing body, provide to each department instructions specifying the method and form of reallocating their budgets in conformance to the standard classification system and pursuant to the appropriations authorized.

Section 6: (a) Pursuant to the policy established by the Mayor, it shall be the duty of the Mayor to review all requisitions and other requests for expenditures submitted by a Department or agent of the City. After said review, the Treasurer shall at the minimum ensure that:

(1) The request conforms to the approved budget and corresponding appropriations.

(2) Funds are available to defray the requested expenditure.

(3) The request is proper, legal and is in accord with City Policy and Procedures.

(b) The Treasurer is further authorized to administer procedures established by the governing body governing the form and processing of interim budget revisions provided they conform to the following criteria:

(1) The department head may elect to transfer budget allocations within a division without prior approval.

(2) The department head may elect to transfer budget allocations between divisions with prior approval of the mayor.

(3) The department head may elect to transfer budget allocations from one department to another with the prior approval of the governing body.

(4) Increases or decreases in budget allocations for personnel services require the prior approval of the Mayor.

(5) Inter-departmental transfers, changes in Capital Outlay Budgets and inter-fund transfers require the prior approval of the governing body.

(6) No transfer shall be made which has the effect of increasing any series, class, object or budget unless accompanied by a corresponding reduction in another series, class, object or budget.

(7) Irrespective of amounts appropriated for personal services, the governing body shall approve, by specific motion, the creation of any new permanent positions. This subparagraph does not apply to the hiring of seasonal, temporary, or intermittent employees working part-time or full-time. However, seasonal, temporary or intermittent employees working more than 120 calendar days must be approved by the governing body.

(8) No expenditure shall be made from a contingency account for Capital Outlay without the express prior approval of the governing body.

Section 7: Any unspent budget allocation and all capital outlay shall not be carried over to the following budget year. Any unspent merit pay shall not be carried over.

Section 8: Pursuant to the policy established by the governing body the treasurer shall monitor revenues received and expenditures made by the City to determine the City's cash needs. When the Treasurer determines that aggregate City expenditures will exceed the total of revenues expected in any yearly, quarterly, or monthly fiscal period the Treasurer shall, to prevent a deficit cash situation from arising, institute a proportional reduction in expenditure authorized for each department to the level of expected revenues. In placing such restriction in effect the Treasurer shall, consider as priority expenditures to preserve:

(1) Commitments involving City bonded and loan indebtedness.

(2) Obligations to Federal and State authorities.

(3) Contractual arrangements to which the City is a party.

(4) Personnel Service costs for wages and benefits.

The Treasurer shall advise the governing body at its next scheduled meeting of any reductions ordered and the reasons prompting that action.

Section 9: Projects, activities and programs authorized for which grants from the United States of America, State of Wyoming, Uinta County or any other source are to be used for the purpose of payment of all or a portion of the project, activity or program are conditioned upon the receipt of the appropriated grant. In the event a grant is not received

the project, program or activity shall not be undertaken, unless specifically approved by the governing body.

Section 10: By order of the governing body and for the purpose of the execution and administration of the budget for this fiscal year the following policy directions shall prevail.

(A) The City will pay, on behalf of its full time permanent employees, **12.44** percent (12.44%) of their gross salary to a Deferred Compensation Program or Wyoming Retirement Program.

(B) Each employee covered by the terms and conditions of the health/medical, dental and optical insurance policy shall be required to contribute through a payroll deduction, an amount equal to 8.2 percent of the monthly insurance premium. Qualified Retiree employees who receive the retirement health insurance option shall be required to pay 80% of insurance premium as per the Personnel Policy.

(C) The City will not participate financially in the payment of membership dues or fees on behalf of any employee unless the membership is granted in the name of the City of Evanston. The City will not contribute financially to the payment of any personal memberships.

(D) Where statutory or job description provisions specify that certain occupational certification or professional status is required as a condition to or of employment, the City will reimburse travel and associated costs related to attendance at schools, seminars or conferences when such attendance is for the purpose of maintaining or advancing professional status or occupational certification.

(E) The City will reimburse employees up to $150 for protective footwear, as determined by the Department Administrator.

Section 11: Attachment B is the fee schedule for the Fiscal Year beginning July 1, 2017, and is hereby adopted and made part of the budget resolution.

PASSED, APPROVED AND ADOPTED this 20st day of June, 2017.

Kent H. Williams, Mayor

ATTEST:

Amy L. Grenfell, City Clerk

	Aye	Nay	Abstain	Absent
Lynch	Y			
Kopp	Y			
Perkes	Y			
Williams	Y			
Welling	Y			
Sellers	Y			
Schuler	Y			

City of Evanston Wyoming

1200 Main Street
Evanston, WY 82930
307-783-6300

ATTACHMENT B

	FY 2016-2017 Rate	Proposed Change	FY 17-18 Rate	Senior Citizen
General Utility Charges				
Late and deliquent paymnet penalty is one and one half percent (1.5%) per month				
Service restoration				
Account Deposit	$ 100.00	-	$ 100.00	
Service Restoration Fee - Voluntary	$ 20.00	-	$ 20.00	
Service Resoration Fee - Inspection	$ 20.00		$ 20.00	
Service Restoration - Delinquency	$ 50.00	-	$ 50.00	
Service Restoration After 3:30, weekends or holidays	$ 75.00	-	$ 75.00	
Repair Service Parts, Labor Frozen Meters	$ 50.00	-	$ 50.00	
Water for Construction per 1000 gallons	$ 10.00	-	$ 10.00	
Monthly Admin Fee for Construction Water	$ 20.00	-	$ 20.00	
Meter for Water Construction	$ 50.00	-	$ 50.00	
Minimum Charge for Construction Water per load up to 2,000 gallons	$ 20.00	-	$ 20.00	

When a utility account becomes delinquent and subject to termination as provided by Section 23-15.1 of the City Code, the user may enter into an agreement with the City of Evanston for continued utility services. The agreement shall require the user to pay in full all current monthly charges for utility services incurred during each month of the term of the agreement, plus a minimum of one-twefth (1/12) of the deliquent amount. The agreement shall further provide that if the user fails to make the payments designated in the agreement when due then the full unpaid amou plus all delinquencies and penalties, shall be immediately due and payable in full.

Water Fund				
Capital Services				
3/4 inch & 1 inch residential line	$ 8.80	$ -	$ 8.80	$ 6.60
1 inch commercial line	$ 15.41	$ -	$ 15.41	
1 1/2 inch line	$ 28.62	$ -	$ 28.62	
2 inch line	$ 46.23	$ -	$ 46.23	
4 inch line	$ 112.26	$ -	$ 112.26	
6 inch line	$ 195.91	$ -	$ 195.91	
Consumption Rate / 1,000 gallons	$ 2.20	$ 0.10	$ 2.30	$ 1.73
Unmetered flat rate	$ 35.00	$ -	$ 35.00	
Jul, Aug, Sept, Oct	$ 75.00	$ -	$ 75.00	
Non-potable per 1,000 gallons	$ 1.40	$ -	$ 1.40	
City of Evanston owned meters for sprinkler service	$ 0.70	$ -	$ 0.70	

per 1,000 gallons				
Fire Department Water for Training per 1,000 gallons	$ 0.70	$ -	$ 0.70	
Bear River JPB hydrant flushing per 1,000 gallons	$ 0.70	$ -	$ 0.70	
Water Connection and Tapping				
3/4 Inch Water Service	$ 1,250.00	-	$ 1,250.00	
1 Inch Water Service	$ 1,500.00	-	$ 1,500.00	
1 1/2 Inch Water Service	$ 2,000.00	-	$ 2,000.00	
2 Inch Water Service	$ 3,500.00	-	$ 3,500.00	
4 Inch Water Service	$ 7,750.00	-	$ 7,750.00	
6 Inch Water Service	$ 12,750.00	-	$ 12,750.00	
8 Inch Water Service	$ 18,000.00	-	$ 18,000.00	
10 Inch Water Service	$ 25,000.00	-	$ 25,000.00	
Water Meters				
3/4 Inch	$ 275.00	-	$ 275.00	
1 Inch	$ 375.00	-	$ 375.00	
1 1/2 Inch SR	$ 605.00	-	$ 605.00	
1 1/2 Inch Omni C-2	$ 1,375.00	-	$ 1,375.00	
1 1/2 Inch Omni T-2	$ 950.00	-	$ 950.00	
2 Inch Omni SR	$ 805.00	-	$ 805.00	
2 Inch Omni C-2	$ 1,475.00	-	$ 1,475.00	
2 Inch Omni T-2	$ 1,150.00	-	$ 1,150.00	
4 Inch Omni C-2	$ 3,050.00	-	$ 3,050.00	
4 Inch Omni T-2	$ 2,400.00	-	$ 2,400.00	
6 Inch Omni T-2	$ 4,200.00	-	$ 4,200.00	
6 Inch Omni C-2	$ 5,125.00	-	$ 5,125.00	
MXU Radio	$ 140.00	-	$ 140.00	
Waste Water Fund				
Capital Services				
3/4 inch & 1 inch residential line	$ 7.66	$ -	$ 7.66	$ 5.75
1 inch commercial line	$ 19.13	$ -	$ 19.13	$ 14.35
1 1/2 inch line	$ 30.60	$ -	$ 30.60	
2 inch line	$ 45.91	$ -	$ 45.91	
4 inch line	$ 103.28	$ -	$ 103.28	
6 inch line	$ 175.94	$ -	$ 175.94	
Consumption Rate / 1,000 gallons	$ 1.45	$ 0.15	$ 1.60	
Except residneital, church and school accounts . They shall be billed an average amount based on the actual consumption during November through January for each month for the months of February through January				
Unmetered flat rate per utility service unit, plus capital replacement cost.	$ 18.00	$ -	$ 18.00	

Bulk Dump for private and commmercial wastewater per load up to 1,000 gallons.	$ 79.14	$ -	$ 79.14

New owners without a water consumption history will be charged an average of 7,000 gallons for consumption usage until a history is established,

Waste Water/Sewer Connection Tapping

3/4 Inch Water Service	$ 1,500.00	$ -	$ 1,500.00
1 Inch Water Service	$ 1,800.00	$ -	$ 1,800.00
1 1/2 Inch Water Service	$ 2,450.00	$ -	$ 2,450.00
2 Inch Water Service	$ 4,300.00	$ -	$ 4,300.00
4 Inch Water Service	$ 9,650.00	$ -	$ 9,650.00
6 Inch Water Service	$ 15,900.00	$ -	$ 15,900.00
8 Inch Water Service	$ 22,500.00	$ -	$ 22,500.00
10 Inch Water Service	$ 31,250.00	$ -	$ 31,250.00

Sanitation Fund/Enviornmental Services

Monthly Refuse Service Fee			
105 Gallon Container picked up once a week	$ 12.00	$ 0.60	$ 12.60
Each additional pickup	$ 12.00	$ -	$ 12.00
300 Gallon Container picked up once a week	$ 17.00	$ 0.85	$ 17.85
Each additional pickup	$ 17.00	$ -	$ 17.00
400 Gallon Container picked up once a week	$ 22.00	$ 1.10	$ 23.10
Each additional pickup	$ 22.00	$ -	$ 22.00
Involuntary Pickup	$ 30.00	$ 1.50	$ 31.50
Special Pickup	$ 20.00	$ 1.00	$ 21.00
Multi-Dwelling Units			
Individual	$ 12.00	$ 0.60	$ 12.60
Combined	$ 12.00	$ 0.60	$ 12.60
Pickup Container for delinquency of account	$ 15.00	$ -	$ 15.00
Container for Special Event	$ 15.00	$ -	$ 15.00
Community Event pick up as authorized by the Mayor	Variable	$ -	Variable
Monthly Landfill			
105 Gallon Container	$ 7.20		$ 7.20
Each additional pickup	$ 7.20	$ -	$ 7.20
300 Gallon Container	$ 15.30		$ 15.30
Each additional pickup	$ 15.30	$ -	$ 15.30
400 Gallon Container	$ 18.00		$ 18.00
Each additional pickup	$ 18.00	$ -	$ 18.00

Compost Charges

Compost per cubic yard (one yard minimum)	$ 30.00	$ -	$ 30.00
Wood chips/mulch per cubic yard (one yard minimum)	$ 20.00	$ -	$ 20.00

Curbside deliveray within city limits	$ 20.00	$ -	$ 20.00
If 10 yards or more are purchased a discount per yard on the compost may be offered.	$ 20.00	$ -	$ 20.00

Stormwater Fund

Monthly fee for each service	$ 4.50	$ 0.23	$ 4.73
Onsite Detention Stormwater per acre	$500.00	$ -	$ 500.00
Offsite Detention Stormwater per acre	$ 2,500.00	$ -	$ 2,500.00

Non City Service Area

Capital Services	Water	Waste Water
3/4 inch & 1 inch residential line	$ 8.80	$ 7.66
1 inch commercial line	$ 15.41	$ 19.13
1 1/2 inch line	$ 28.62	$ 30.60
2 inch line	$ 46.23	$ 45.91
4 inch line	$ 112.26	$ 103.28
6 inch line	$ 195.91	$ 175.94
Consumption Rate / 1,000 gallons	$ 4.10	$ 3.03

Except on Waste Water for residential, church and school accounts. They will be billed an average amount based on the actual consumption during November through January, for each month for the months of February through January, as determined by the governing body.

Environmental Service fees shall be set by the governing body, provided fees do not exceed the amounts as established below:

105 Gallon Container picked up once a week	$ 17.50	$ -	$ 17.50
Each additional pickup	$ 17.50	$ -	$ 12.00
300 Gallon Container picked up once a week	$ 28.50	$ -	$ 28.50
Each additional pickup	$ 28.50	$ -	$ 17.00
400 Gallon Container picked up once a week	$ 37.50	$ -	$ 37.50
Each additional pickup	$ 37.50	$ -	$ 22.00
Involuntary Pickup	$ 59.00	$ -	$ 59.00
Special Pickup	$ 37.00	$ -	$ 37.00

1200 Main Street
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ATTACHMENT B

	FY 16-17 Rate	Proposed Change	FY 17-18 Rate
Treasurer			
Fax Service			
Transmit, per page per side	$ 2.00	$ -	$ 2.00
Receive, per page per side	$ 1.00	$ -	$ 1.00
Returned Check	$ 25.00	$ 10.00	$ 35.00
Reports, per page per side	$ 1.00	$ -	$ 1.00
Copies, per page per side	$ 0.25	$ 0.25	$ 0.50
Postage charge for records request			
Actual charges incurred for postage in record requests will be passed on to the customer			

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ATTACHMENT B

Building Rentals

NOTE: Buildings can be rented for only one setup day and only one cleanup day for 50% of the daily user fee.

	FY 16-17 Rate	Proposed Change	FY 17-18 Rate
Weddings and Family/Private Functions			
Machine Shop-User Fee per Day	$ 400.00	$ -	$ 400.00
Cleaning & Damage Deposit	$ 800.00	$ -	$ 800.00
RoundHouse-User Fee per Day	$ 600.00	$ -	$ 600.00
Cleaning & Damage Deposit	$ 1,200.00	$ -	$ 1,200.00
Beeman-Cashin-User Fee per Day	$ 100.00	$ -	$ 100.00
Cleaning & Damage Deposit	$ 400.00	$ -	$ 400.00
Depot-User Fee per Day	$ 100.00	$ -	$ 100.00
Cleaning & Damage Deposit	$ 400.00	$ -	$ 400.00
Chinese Gazebo-User Fee per Day	$ 50.00	$ -	$ 50.00
Cleaning & Damage Deposit	$ 100.00	$ -	$ 100.00
Chinese Gazebo with Beeman or Depot	$ 150.00	$ -	$ 150.00
Cleaning & Damage Deposit	$ 400.00	$ -	$ 400.00
Martin Park Gazebo-User Fee per Day	$ 50.00	$ -	$ 50.00
Cleaning & Damage Deposit	$ 100.00	$ -	$ 100.00
Martin Park Gazebo with Beeman or Depot	$ 150.00	$ -	$ 150.00
Cleaning & Damage Deposit	$ 400.00	$ -	$ 400.00
Depot Square, *Depot, Beeman-Cashin, Chinese Gazebo, Martin Park Gazebo, & Grassy area* -User Fee per Day	$ 250.00	$ -	$ 250.00
Cleaning & Damage Deposit	$ 500.00	$ -	$ 500.00
Public Non Profit Functions			
Machine Shop-User Fee per Day	$ 200.00	$ -	$ 200.00
Cleaning & Damage Deposit	$ 400.00	$ -	$ 400.00
RoundHouse-User Fee per Day	$ 300.00	$ -	$ 300.00
Cleaning & Damage Deposit	$ 600.00	$ -	$ 600.00
Beeman-Cashin-User Fee per Day	$ 50.00	$ -	$ 50.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Depot-User Fee per Day	$ 50.00	$ -	$ 50.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00

Chinese Gazebo-User Fee per Day	$ 25.00	$ -	$ 25.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Chinese Gazebo with Beeman or Depot	$ 75.00	$ -	$ 75.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Martin Park Gazebo-User Fee per Day	$ 25.00	$ -	$ 25.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Martin Park Gazebo with Beeman or Depot	$ 75.00	$ -	$ 75.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Depot Square, *Depot, Beeman-Cashin, Chinese Gazebo, Martin Park Gazebo, & Grassy area* -User Fee per Day	$ 125.00	$ -	$ 125.00
Cleaning & Damage Deposit	$ 400.00	$ -	$ 400.00
<u>Government/Schools</u>			
Machine Shop-User Fee per Day	$ 100.00	$ -	$ 100.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
RoundHouse-User Fee per Day	$ 150.00	$ -	$ 150.00
Cleaning & Damage Deposit	$ 300.00	$ -	$ 300.00
Beeman-Cashin-User Fee per Day	$ 25.00	$ -	$ 25.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Depot-User Fee per Day	$ 25.00	$ -	$ 25.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Chinese Gazebo-User Fee per Day	$ 15.00	$ -	$ 15.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Chinese Gazebo with the Beeman or Depot	$ 50.00	$ -	$ 50.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Martin Park Gazebo-User Fee per Day	$ 15.00	$ -	$ 15.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Martin Park Gazebo with Beeman or Depot	$ 50.00	$ -	$ 50.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Depot Square, *Depot, Beeman-Cashin, Chinese Gazebo, Martin Park Gazebo, & Grassy area* -User Fee per Day	$ 75.00	$ -	$ 75.00
Cleaning & Damage Deposit	$ 400.00	$ -	$ 400.00
<u>City Employees (full-time on City payroll)</u>			
Private events only-one reservation per year for one day-immediate family only (refer to FMLA guidelines in employee manual)			
Beeman-Cashin, Depot, Superintendent's Office, & Visitor's Center	No Charge	$ -	$ -
Machine Shop-User Fee per Day	$ 100.00	$ -	$ 100.00

Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
RoundHouse-User Fee per Day	$ 150.00	$ -	$ 150.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
For Profit Sporting Events	$ 1,200.00	$ -	$ 1,200.00
Cleaning & Damage Deposit	$ 1,200.00	$ -	$ 1,200.00
<u>Meeting Rooms-Private Functions</u>			
Portland Rose Room ***Hourly Rate***			
Hourly Rate Monday -Thursday	$ 50.00	$ -	$ 50.00
Weekend rental of these rooms require rental of entire building			
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Superintendent's Office	$ 50.00	$ -	$ 50.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Patterson Visitor's Center	$ 50.00	$ -	$ 50.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
Non-Profit & Government/Schools Meeting Rooms	$ 25.00	$ -	$ 25.00
Cleaning & Damage Deposit	$ 200.00	$ -	$ 200.00
(Not including the Portland Rose Room)			
<u>Scissor Lift Rental Charge</u>			
Per Reservation	$ -	$ 100.00	$ 100.00
<u>Man Lift Rental Charge</u>			
Per Reservation	$ -	$ 100.00	$ 100.00

<u>Complimentary Rentals</u>

Deposit are required on Complimentary Rentals

Required criteria to receive complimentary rental (must meet at least one of the following)

- Funerals/Memorials
- Benefits for individuals/families in catastrophic situations by non organized group
- Military Event
- Elections-polling places
- City of Evanston sponsored event
- Evanston Urban Renewal Agency (EURA) Sponsored event
- Public Health & Safety Functions (SAFV, Health Fair, Blood Draw, and Preparedness Fair
- All Alumni Reunion (Only during All - Alumni weekend in July)
- School/Educational functions/tours during school hours (Preservation Days)

1200 Main Street
Evanston, WY 82930
307-783-6300

ATTACHMENT B

	FY 16-17 Rate	Proposed Change	FY 17-18 Rate
Clerk			
Catering/Malt Beverage Permit, per day	$ 25.00	$ -	$ 25.00
Liquor License Advertisement Fee-new or renewal	$ 100.00	$ -	$ 100.00
Resort License-Annually	$ 1,500.00	$ -	$ 1,500.00
Retail License-Annually	$ 1,000.00	$ -	$ 1,000.00
Restaurant License-Annually	$ 500.00	$ -	$ 500.00
Club License-Annually	$ 100.00	$ -	$ 100.00
Micro Brewery-Annually	$ 500.00	$ -	$ 500.00
Micro Winery-Annually	$ 500.00	$ -	$ 500.00
Bar & Grill License-Annually	$ 1,500.00	$ -	$ 1,500.00
Liquor License Transfer Fee	$ 100.00	$ -	$ 100.00
Fireworks Permit Fee			
Annual July 1	$ 100.00	$ -	$ 100.00
Prorate January 1-June 30	$ 50.00	$ -	$ 50.00
Business License Fees			
Number of Employees			
1 to 5	$ 50.00	$ -	$ 50.00
6 to 15	$ 75.00	$ -	$ 75.00
16 and over	$ 125.00	$ -	$ 125.00
Mass Event License Fees: (Valid for 1-day events only)			
1 to 5 Vendors	$ 50.00	$ -	$ 50.00
6 to 15 Vendors	$ 100.00	$ -	$ 100.00
16 to 30 Vendors	$ 150.00	$ -	$ 150.00
31 to 50 Vendors	$ 200.00	$ -	$ 200.00
51 to 75 Vendors	$ 250.00	$ -	$ 250.00
76 and more	$ 300.00	$ -	$ 300.00
Transient Merchant Fees (each) (valid for 14 days)	$ 25.00	$ -	$ 25.00
Solicitor License (not to exceed 14 days)	$ 100.00	$ -	$ 100.00
Additional Copy of Business License (each)	$ 5.00	$ -	$ 5.00
Lists	$ 15.00	$ -	$ 15.00
Video of Meetings	$ 10.00	$ -	$ 10.00

1200 Main Street
Evanston, WY 82930
307-783-6300

ATTACHMENT B

	FY 16-17 Rate	Proposed Change	FY 17-18 Rate
Cemetery			
Grave Space (perpetual care included)	$ 550.00	$ -	$ 550.00
Plot (8 sites, perpetual care included)	$ 4,000.00	$ -	$ 4,000.00
Perpetual Care, each space	$ 250.00	$ -	$ 250.00
Opening- Weekdays	$ 275.00	$ -	$ 275.00
Saturday and Holiday	$ 500.00	$ -	$ 500.00
Opening- Infants Weekday	$ 100.00	$ -	$ 100.00
Saturday and Holiday	$ 175.00	$ -	$ 175.00
Opening- Cremation Weekday	$ 75.00	$ -	$ 75.00
Saturday and Holiday	$ 175.00	$ -	$ 175.00
Disinterment - Casket	$ 650.00	$ -	$ 650.00
Cremation	$ 200.00	$ -	$ 200.00
Disinterment does not include opening and closing for one body-one grave.			
Head Stone relocation	$ 100.00	$ -	$ 100.00

1200 Main Street
Evanston, WY 82930
307-783-6300

ATTACHMENT B

	FY 16-17 Rate	Proposed Change	FY 17-18 Rate
Golf Course			
9 Holes			
Public Green Fees	$ 16.00	$ -	$ 16.00
Juniors 18 yrs & under	$ 9.50	$ -	$ 9.50
Juniors before 8:30 am	$ 4.00	$ -	$ 4.00
Seniors 62 yrs & over	$ 11.50	$ -	$ 11.50
*Golf Cub Member Green Fees	$ 11.50	$ -	$ 11.50
Golf Cart Rental Per Seat	$ 7.50	$ -	$ 7.50
Golf Cart Rental Pre Paid Card	$ 75.00	$ -	$ 75.00
18 Holes			
Public Green Fees	$ 26.00	$ -	$ 26.00
Juniors 18 yrs & under	$ 16.00	$ -	$ 16.00
Seniors 62 yrs & over	$ 19.00	$ -	$ 19.00
*Golf Cub Member Green Fees	$ 19.00	$ -	$ 19.00
Golf Cart Rental Per Seat	$ 15.00	$ -	$ 15.00
Family/Jr/Executive 9 Holes (Punch Passes do not apply)			
Public Green Fees	$ 10.00	$ -	$ 10.00
Juniors 18 yrs & under	$ 6.00	$ -	$ 6.00
Seniors 62 yrs & over	$ 7.00	$ -	$ 7.00
*Golf Cub Member Green Fees	$ 7.00	$ -	$ 7.00
Twilight Golf Rate--Half Price -1 1/2 Hours Before Dusk		$ -	$ -
5 Hole Golf Special (Available Monday through Friday only) (Punch Passes do not apply)			
5 Hole Loop			
Public	$ 8.00	$ -	$ 8.00
Golf Club Member	$ 6.00	$ -	$ 6.00
Spring & Fall Green Fees (determined by Golf Pro)			
9 holes	$9 to $14		$9 to $14
18 holes	$18 to $25		$18 to $25
*Golf Club Member Annual Pass -First Adult	$ 256.00	$ -	$ 256.00

Family Member	$ 138.00	$	-	$ 138.00
Junior Season Pass .	$ 150.00	$	-	$ 150.00
(Accepted Monday through Friday 12 noon, no holidays)				
Punch Pass Ten (10) 9 Hole rounds				
Public	$ 128.00	$	-	$ 128.00
Junior	$ 81.00	$	-	$ 81.00
Senior	$ 96.00	$	-	$ 96.00
*Golf Club Member	$ 96.00	$	-	$ 96.00
Senior Club Member (25% Senior Club Discount from $96.00 Senior Pass)	$ 72.00	$	-	$ 72.00
Minimum 18 Hole Tourney Entry Fee				
Green Fee	$ 26.00	$	-	$ 26.00
Prize Fund	$ 10.00	$	-	$ 10.00
Range Balls	$ 3.00	$	-	$ 3.00
Cart	$ 15.00	$	-	$ 15.00
Total Entry Fee				$ 54.00
*Club Member Annual Cart Storage Fee per Year	$ 300.00	$	-	$ 300.00
Private Cart Annual Trial Fee (Required if *Club member Cart is Stored in Cart Garage)	$ 200.00	$	-	$ 200.00
Private Cart 2nd Rider Annual Trail Fee	$ 200.00	$	-	$ 200.00
Private Cart Daily Trail Fee 9 holes, per person/seat	$ 7.50	$	-	$ 7.50
Driving Range Fees				
Small Bucket	$ 5.00	$	-	$ 5.00
Large Bucket	$ 8.00	$	-	$ 8.00
Driving Range Pass 10 Large Buckets	$ 50.00	$	-	$ 50.00
Club House Locker Rental per Year	$ 45.00	$	-	$ 45.00
Club Rentals	$ 5.00	$	-	$ 5.00
	$ 10.00	$	-	$ 10.00
Pull Cart Rentals	$ 3.00	$	-	$ 3.00
High School Golf Team Per Season (20 Golfers Max)	$ 600.00	$	-	$ 600.00
Handicap Cards per person	$ 35.00	$	-	$ 35.00
Tee Sign Hole Sponsor Fee per Year	$ 350.00	$	-	$ 350.00

League Green Fees--*Golf Club Members: Discounted Green Fees, Punch or Season Pass
Public: Full Priced Green Fees or Punch Pass

Tournament Green Fees--*Golf Club Members & Public : Minimum Tournament Entry Fee.

*Must be Golf Club Member,
Not Available to General Public

1200 Main Street
Evanston, WY 82930
307-783-6300

ATTACHMENT B

	FY 16-17 Rate	Proposed Change	FY 17-18 Rate
Engineering			
Building Permit Fee is .010 times the cost of building or improvements, excluding land. $25.00 Minimum Fee for all building permits	$ 0.010	$ -	$ 0.010
Minimum	$ 25.00	$ -	$ 25.00
Planning & Zoning			
Conditional Use Permit	$ 100.00	$ -	$ 100.00
Variance	$ 200.00	$ -	$ 200.00
Height Exception	$ 100.00	$ -	$ 100.00
Master Plan Amendment	$ 200.00	$ -	$ 200.00
Zone Change	$ 200.00	$ -	$ 200.00
Text Amendment	$ 200.00	$ -	$ 200.00
Home Occupation	$ 50.00	$ -	$ 50.00
Planned Unit Development			
Minor Subdivision	$ 200.00	$ -	$ 200.00
Major Subdivision	$ 500.00	$ -	$ 500.00
Minor Subdivision	$ 250.00	$ -	$ 250.00
Major Subdivision for 20 lots or less: each	$ 500.00	$ -	$ 500.00
Additional lot with a maximum fee of $1000.00	$ 25.00	$ -	$ 25.00
Lot Line Adjustment	$ 100.00	$ -	$ 100.00
Lot Split	$ 200.00	$ -	$ 200.00
Vacating Property	$ 100.00	$ -	$ 100.00
Zoning Ordinance	$ 50.00	$ -	$ 50.00
Comprehensive Plan	$ 70.00	$ -	$ 70.00
Mirror Lake Scenic Byway Plan	$ 65.00	$ -	$ 65.00
Subdivision Regulations	$ 40.00	$ -	$ 40.00
Bear River Drive Corridor Renaissance Plans	$ 45.00	$ -	$ 45.00
Blueline Maps: Plats, City Zoning, Aerials	$ 5.00	$ -	$ 5.00
Photo copies, per page	$ 1.00	$ (0.50)	$ 0.50
Subdivision Permit Fee/Wireless Communication Tower	$ 1,000.00	$ -	$ 1,000.00

1200 Main Street
Evanston, WY 82930
307-783-6300

ATTACHMENT B

	FY 16-17 Rate	Proposed Change	FY 17-18 Rate
Police			
Reports, per page per side	$ 1.00	$ -	$ 1.00
Fingerprinting	$ 5.00	$ -	$ 5.00
Vin Inspections	$ 10.00	$ -	$ 10.00
Parking Tickets in Limited Parking Zones			
Improper Parking	$ 10.00	$ -	$ 10.00
Angle Parking/Backed In	$ 10.00	$ -	$ 10.00
Posted No Parking/No Parking Zone	$ 10.00	$ -	$ 10.00
Parked Wrong Way on Street	$ 10.00	$ -	$ 10.00
Overtime Parking 1st Offense	$ 10.00	$ -	$ 10.00
Overtime Parking 2nd Offense	$ 20.00	$ -	$ 20.00
Parked on Sidewalk	$ 75.00	$ -	$ 75.00
In front of Public/Private Driveway	$ 75.00	$ -	$ 75.00
Within an Intersection	$ 75.00	$ -	$ 75.00
Upon Bridge/Elevated Structure/within Tunnel	$ 75.00	$ -	$ 75.00
Any Placew where Official Sign Prohibit Stopping	$ 75.00	$ -	$ 75.00
Within Twenty Feet of Fire Hydrant	$ 75.00	$ -	$ 75.00
Designated Fire Lane or Emergency Vehicle Lane	$ 75.00	$ -	$ 75.00
Semi Parked on City Street	$ 50.00	$ -	$ 50.00
Obstructing Alleyway & Street	$ 50.00	$ -	$ 50.00
Handicap Parking/No Decal	$ 75.00	$ -	$ 75.00
Impound Fee			
Dog, Puppy			
1st Offense	$ 25.00	$ -	$ 25.00
2nd Offense	$ 50.00	$ -	$ 50.00
3rd Offense	$ 75.00	$ -	$ 75.00
4th or more Offense	$ 100.00	$ -	$ 100.00
Cat, Kitten			
1st Offense	$ 25.00	$ -	$ 25.00
2nd Offense	$ 50.00	$ -	$ 50.00
3rd Offense	$ 75.00	$ -	$ 75.00
4th or morew Offense	$ 100.00	$ -	$ 100.00
License Fee			
Annual			

Dogs Altered	$ 4.00	$ -	$ 4.00
Dogs Unalterd	$ 15.00	$ -	$ 15.00
Cats Altered	$ 4.00	$ -	$ 4.00
Cats Unaltered	$ 15.00	$ -	$ 15.00
Life Time		$ -	
Dogs Altered	$ 15.00	$ -	$ 15.00
Cats Altered	$ 15.00	$ -	$ 15.00
Adoption			
Dog	$ 25.00	$ -	$ 25.00
Cat	$ 15.00	$ -	$ 15.00
Puppy	$ 5.00	$ -	$ 5.00
Kitten	$ 5.00	$ -	$ 5.00
Euthanasia			
Dog	$ 50.00	$ -	$ 50.00
Cat	$ 50.00	$ -	$ 50.00
Cremation			
Dog	$ 80.00	$ -	$ 80.00
Cat	$ 80.00	$ -	$ 80.00
Assigning Dog to Shelter			
Dog	$ 25.00	$ -	$ 25.00
Puppy	$ 5.00	$ -	$ 5.00
Assigning Cat to Shelter			
Cat	$ 25.00	$ -	$ 25.00
Kitten	$ 5.00	$ -	$ 5.00
Vaccination	$ 10.00	$ -	$ 10.00

1200 Main Street
Evanston, WY 82930
307-783-6300

ATTACHMENT B

	FY 16-17 Rate	Proposed Change	FY 17-18 Rate
Public Works			
Cut Permits-$10.00 per square foot-forfeit payment after 2 years	$ 10.00	$ -	$ 10.00
Boring into the Street-$10.00 per square foot-forfeit payment after 2 years	$ 10.00	$ -	$ 10.00