

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Thursday, December 20, 2018**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Thursday, December 20, 2018 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Jim Wamsley, Mike Lowell, Rick Hawkins, Clark Robinson, Dwane Pacheco, Tom Jarvie, and Rich Tyler. Board members absent were: Mera Souare and Shaun Sturlaugson. Also in attendance were: David Halter, IT director; Drew Varley, accountant; George Lemich, attorney; Kimberly Blackwell; and Becca Thornock.

Call to Order

Wamsley called the meeting to order at 2:31p.m.

Agenda for Regular Meeting

Wamsley stated an Executive Session for personnel matters will be added after Old Business. Wamsley entertained a motion to accept the agenda as modified. A motion was made by Lowell and seconded by Jarvie. Motion carried unanimously by board members.

Minutes from Regular Meeting

Wamsley entertained a motion to accept the minutes from November 26, 2018. A motion was made by Jarvie and seconded by Lowell. Motion carried unanimously by board members.

Financial Report

Varley stated some accounts have been retitled on checking and savings to clarify between having Commerce Bank and Uinta Bank involved. On Statement of Net Assets, Varley renamed accounts to Commerce Checking-GF for General Funds and Commerce 911 Funds for the 911 funds. Once the checks have been deposited to Uinta Bank, those will show up on December's financial report. Invoices have been sent out to both cities for their second contributions and county for their third contribution. Wamsley entertained a motion to accept the November financial report. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board members.

FY 2017-2018 Audit Report

A summary of the FY2017-2018 audit report was included in the meeting packet and hard copies were distributed to board members in attendance. PDF files of the report will also be sent to the two cities, county, and state as well. Varley stated there were no proposed adjustments. The auditors did have a finding regarding the company credit card; however the board was already aware of that. Varley did issue the board's response as previously discussed for the change in procedures. Jarvie suggested an audit committee be put together for upcoming audits. A copy of the audit report has been included with the meeting minutes. Wamsley entertained a motion to accept the Fiscal Year 2017-2018 Audit Report. A motion was made by Lowell and seconded by Jarvie. Motion carried unanimously by board members.

Comments from Floor

Kimberly Blackwell told the board Merry Christmas from everyone in Dispatch.

Staff Report

Wamsley stated fingerprints cards have been sent to Wyoming's Division of Criminal Investigation as part of the screening process for hiring a cleaning service for the Center. Employees of the Center and Jo with the Sheriff's Office collected a tremendous amount of toys for Toys for Kids as well as a \$500 check and Wamsley thanked them for their efforts each year. Pacheco also thanked dispatch for their help during the annual Guns vs. Hoses basketball game.

IT Director Report

Halter stated there were no reported outages so far this month. Green River Law and Green River Fire Rescue channels are progressing quicker than expected. A quote was received for the combiner system and the engineering design. The cost for installing the new channels on Mansface will be approximately \$34,000 which is significantly less than anticipated. Once these new channels are installed; Green River, Rock Springs, and County will have new channels on conventional. Halter stated the completion date for the tank hill site above Blairtown Park for WyoLink is before summer 2019. In the proposal from KNS, there is a phase for a temporary link between Wilkins Peak and Health and Human Services building until the tank hill site is completed however, this phase can be skipped if the site is completed before summer which will save money. KNS will be completing the engineering for the new microwave system as well. Halter has updated the capital improvement spreadsheet and will forward that to board members. Equipment has started to arrive for the MCC7500. December 21, 2018 Day Wireless will be adding Granger Fire's new repeater into the control station on Wilkins Peak. Halter stated the Rock Springs LE and FR channels are programed into the Rock Springs Police Department's radios.

Personnel Committee

Jarvie stated the personnel committee met twice since November's board meeting to discuss dispatch salaries. The committee found that the Center's current starting wage for communicators is quite low as well as the starting wage advertised for a radio technician. There has been a lot of wage information received including from Wyoming Department of Labor. The committee will be correlating that information with the years of service and submitting that information to Varley for what the potential proposal will cost the Board.

Bills & Claims

Wamsley entertained a motion to approve the bills and claims as presented. A motion was made by Tyler and seconded by Robinson. Motion carried unanimously by board members.

Correspondence

A letter was received for WAM-JPIC's open enrollment. Open enrollment will be December 2, 2018 through December 31, 2017 for all employees who would like to have insurance through the company or who need any changes made to current coverage. Wamsley entertained a motion to place the correspondence on file. A motion was made by Hawkins and seconded by Jarvie. Motion carried unanimously by board members.

New Business

Holiday Incentive

Wamsley entertained a motion to provide a one-time \$50 holiday incentive to the Center's employees. Varley stated the gross wage would be \$58.28 per employee. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board members.

Comments from the Chairman and Board

Jarvie thanked the Center employees for the sympathy card received by the Green River Police Department. Jarvie also offered to speak with any who have questions or are struggling with the passing of Officer Benson. Hawkins stated he has spoken with the Circuit Courts about adjusting the ORIs per the request of Blackwell. Pacheco stated PSCC is continuing work on 2019's funding model as well as the buildout plan for WyoLink sites. Wamsley thanked the dispatchers for all of the hard work they do.

Old Business

Varley stated there are additional forms for Uinta Bank for the signature cards that will need to be signed by Robinson, Tyler, Jarvie, and Wamsley.

Executive Session

Wamsley entertained a motion to move into Executive Session at 3:09p.m. A motion was made by Lowell and seconded by Robinson. A motion was made by Jarvie and seconded by Robinson to place the regular meeting back in order at 4:20p.m. At the start of the regular meeting, Jarvie made a motion to allow the chairman to present conditional offers of employment to executive director candidates as discussed in Executive Session. Motion was seconded by Tyler and carried unanimously by board members.

Next Meeting

The next meeting of the board was scheduled for Monday, January 28, 2019 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Wamsley entertained a motion for adjournment. A motion was made by Jarvie and seconded by Lowell. Motion carried unanimously by board members. Meeting was adjourned at 4:22p.m.

**ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD**

FINANCIAL AND COMPLIANCE REPORT

JUNE 30, 2018

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Rock Springs, Green River, Sweetwater County
Combined Communications Joint Powers Board
Rock Springs, Wyoming

Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of the governmental activities and major funds of the Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board (the "Board") as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Board's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting as described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in these circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Board's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion

In our opinion, the modified cash basis financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities and major funds of the Board as of June 30, 2018, and the respective changes in modified cash basis financial position thereof for the year then ended in accordance with the basis of accounting described in Note 1.

Other Matters

Basis of Accounting

We draw attention to Note 1 of the financial statements that describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements as a whole that collectively comprise the Board's basic financial statements. The budgetary comparison information is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The budgetary comparison information presented on pages 10 through 12 is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison information is fairly stated in all material respects in relation to the basic financial statements as a whole on the basis of accounting described in Note 1.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 6, 2018 on our consideration of the Board's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Board's internal control over financial reporting and compliance.

McGee, Hearne & Paiz, LLP

Cheyenne, Wyoming
December 6, 2018

ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
 COMBINED COMMUNICATIONS JOINT POWERS BOARD

STATEMENT OF NET POSITION
 AND GOVERNMENTAL FUNDS BALANCE SHEET - MODIFIED CASH BASIS
 June 30, 2018

ASSETS	General Fund	911 Fund	Total	Adjustments (Notes 4 and 5)	Statement of Net Position
Cash and Cash Equivalents	\$ 1,238,025	\$ 908,724	\$ 2,146,749	\$ -	\$ 2,146,749
Capital Assets	-	-	-	4,387,676	4,387,676
Total assets	<u>1,238,025</u>	<u>908,724</u>	<u>2,146,749</u>	<u>4,387,676</u>	<u>6,534,425</u>
LIABILITIES					
Payroll Liabilities	50,430	-	50,430	-	50,430
Capital Lease Obligation	-	-	-	907,701	907,701
Total liabilities	<u>50,430</u>	<u>-</u>	<u>50,430</u>	<u>907,701</u>	<u>958,131</u>
FUND BALANCES/NET POSITION					
Fund Balances					
Unassigned	1,187,595	908,724	2,096,319	3,479,975	-
Total fund balances	<u>1,187,595</u>	<u>908,724</u>	<u>2,096,319</u>	<u>3,479,975</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 1,238,025</u>	<u>\$ 908,724</u>	<u>\$ 2,146,749</u>		
Net Position					
Investment in capital assets					3,479,975
Unrestricted					2,096,319
Total net position					<u>\$ 5,576,294</u>

See Notes to Financial Statements.

ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD

STATEMENT OF ACTIVITIES
AND GOVERNMENTAL FUNDS REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE - MODIFIED CASH BASIS
Year Ended June 30, 2018

	General Fund	911 Fund	Total	Adjustments (Notes 4 and 5)	Statement of Net Position
Expenditures/Expenses					
Administration	\$ 375,120	\$ 4,214	\$ 379,334	\$ -	\$ 379,334
Operations	2,139,533	202,127	2,341,660	741,080	3,082,740
Indirect costs	28,835	-	28,835	-	28,835
Capital outlay	213,441	177,030	390,471	(390,471)	-
Debt service	320,283	-	320,283	(285,676)	34,607
Total expenditures/expenses	3,077,212	383,371	3,460,583	64,933	3,525,516
Program Revenue					
Operating contributions	2,540,396	-	2,540,396	-	2,540,396
Grant revenue	17,825	-	17,825	-	17,825
Total program revenue	2,558,221	-	2,558,221	-	2,558,221
Net program (deficit)					(967,295)
General Revenue					
911 funding	-	408,824	408,824	-	408,824
Investment income	6,415	5,275	11,690	-	11,690
Total general revenue	6,415	414,099	420,514	-	420,514
(Deficiency) of revenue over expenditures	(512,576)	30,728	(481,848)	-	-
Other Financing Sources	-	-	-	-	-
Changes in fund balances/ net position	(512,576)	30,728	(481,848)	(64,933)	(546,781)
Fund Balances/Net Position					
Beginning of year	1,700,171	877,996	2,578,167	3,544,908	6,123,075
End of year	\$ 1,187,595	\$ 908,724	\$ 2,096,319	\$ 3,479,975	\$ 5,576,294

See Notes to Financial Statements.

**ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD**

NOTES TO FINANCIAL STATEMENTS

Note 1. Nature of Activity and Significant Accounting Policies

Nature of activities: The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board (the "Board") was established on December 15, 2009 to provide telephone and radio communications for the law enforcement agencies of the participating agencies (the City of Rock Springs, City of Green River, and Sweetwater County).

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the Board was made by applying the criteria set forth in accounting principles generally accepted in the United States of America. The basic – but not the only – criterion for including a potential component unit within the Board is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity is conducted within the geographical boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the Board is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities.

Based on these criteria, there are no other entities that should be included as component units in these financial statements.

A summary of the Board's significant accounting policies follows:

Basis of accounting: The financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) as established by Governmental Accounting Standards Board (GASB). This basis of accounting involves modifications to the cash basis of accounting to report in the Statement of Net Position – Modified Cash Basis cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include investments, capital assets, and long-term liabilities arising from cash transactions or events.

This modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected, other accrued revenue and receivables, inventories, and prepaid expenses) and certain liabilities and their related expenses or expenditures (such as accounts payable and expenses for goods or services received but not yet paid, and other accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows, liabilities, and deferred inflows that do not arise from a cash transaction or event (such as donated assets and postemployment benefit obligations) are not reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value.

**ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD**

NOTES TO FINANCIAL STATEMENTS

GASB has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54). This Statement defines the different types of fund balances that a governmental entity must use for financial reporting purposes.

GASB 54 requires the fund balance amounts to be properly reported within one of the fund balance categories list below:

Nonspendable, such as fund balance associated with inventories, prepaids, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed, or assigned).

Restricted fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the Board's Board of Directors (the Board's highest level of decision-making authority).

Assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed.

Unassigned fund balance is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications.

Cash and cash equivalents: Cash and cash equivalents consist of demand deposits.

Estimates: The preparation of financial statements in conformity with the modified cash basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosure (such as estimated useful lives of capital assets); accordingly, actual results could differ from those estimates.

Capital assets: In the government-wide financial statements, capital assets arising from cash transactions or events are accounted for as assets in the Statement of Net Position. All capital assets are valued at historical cost or estimated historical cost, if actual is unavailable.

Note 2. Cash and Cash Equivalents

Wyoming State Statutes require that the Board's deposits in excess of the Federal depository insurance amount be collateralized.

The Board's cash consists of a bank demand deposit and two interest bearing demand accounts.

At June 30, 2018, the bank balance was \$2,152,303 and the carrying amount (book balance) was \$2,146,749. Bank account balances are secured by FDIC depository insurance and by collateral held by trustees in the Board's name under a properly executed joint custody receipt. Such depository insurance and collateral totaled \$2,679,566 at June 30, 2018.

**ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD**

NOTES TO FINANCIAL STATEMENTS

Note 3. Pension Plans

The Board contributes to the Public Employee Pension Plan and the Wyoming Law Enforcement Plan, both of which are cost-sharing multiple-employer defined benefit pension plans administered by the Wyoming Retirement System (the "System"). The Plans provide retirement, disability, and death benefits to Plan members and beneficiaries. The State of Wyoming assigns the authority to establish and amend benefit provisions to the Wyoming Retirement System Board of Trustees. The System issues a publicly available financial report that includes financial statements and required supplementary information for both the Public Employee Pension Plan and the Wyoming Law Enforcement Plan. That report may be obtained by writing to the Wyoming Retirement System, 6101 Yellowstone Road, Suite 500, Cheyenne, Wyoming 82002, or the financial report may also be accessed through their website at <http://retirement.state.wy.us/About/Reports?Label=Fiancial#categories>.

The Public Employees Pension Plan statutorily requires contributions of 16.62% of covered salary, 8.37% from the employer, and 8.25% from the member. The Wyoming Law Enforcement Plan statutorily requires contributions of 17.2% of covered salary, 8.6% from the employer, and 8.6% from the member. As a benefit, the Board pays both contributions. The contribution requirements of plan members and the Board are established and may be amended by the Wyoming Retirement System Board of Trustees. The Board's contribution to the retirement plans for the year ended June 30, 2018 was \$235,573.

Governmental accounting standards require the System to report its net pension liability, the total pension liability less the amount of the System's fiduciary net position. The total pension liability is based on actuarial valuations required to be performed at least every two years. As of December 31, 2017, the System's fiscal year end, the System has reported a net pension liability of \$2,279,340,512 for the Public Employees Pension Plan, and \$86,044,428 for the Wyoming Law Enforcement Plan. The Board's proportionate share of the net pension liabilities, which are based upon actual historical Board contributions to the System, are approximately \$257,000 for the Public Employees Pension Plan and \$640,000 for the Wyoming Law Enforcement Plan. These amounts, which have been presented for informational purposes, are not a current liability and are expected to decrease over time with normal contribution rates.

**ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD**

NOTES TO FINANCIAL STATEMENTS

Note 4. Capital Assets

	Balance June 30, 2017	Additions	Deletions	Balance June 30, 2018
Capital assets:				
Capital assets, being depreciated:				
Buildings	\$ 2,849,759	\$ 78,390	\$ -	\$ 2,928,149
Equipment and furnishings	3,631,164	312,081	-	3,943,245
Equipment under capital lease	1,513,660	-	-	1,513,660
Total capital assets, being depreciated	<u>7,994,583</u>	<u>390,471</u>	<u>-</u>	<u>8,385,054</u>
Less accumulated depreciation for:				
Buildings	425,369	118,343	-	543,712
Equipment and furnishings	2,386,132	471,074	-	2,857,206
Equipment under capital lease	75,832	151,663	-	227,495
Total accumulated depreciation	<u>2,887,333</u>	<u>741,080</u>	<u>-</u>	<u>3,628,413</u>
Total capital assets, net of depreciation	<u>5,107,250</u>	<u>(350,609)</u>	<u>-</u>	<u>4,756,641</u>
Governmental activities, capital assets	5,107,250	<u><u>\$ (350,609)</u></u>	<u><u>\$ -</u></u>	4,756,641
Capital assets, donated from Sweetwater County	<u>(368,965)</u>			<u>(368,965)</u>
Entity-wide capital assets, modified cash basis	<u><u>\$ 4,738,285</u></u>			<u><u>\$ 4,387,676</u></u>

**ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD**

NOTES TO FINANCIAL STATEMENTS

Note 5. Capital Lease Obligations

Obligations under capital leases have been recorded in the accompanying financial statements at the present value of the net future minimum lease payments. The capitalized cost of \$1,513,660 is included in the capital assets in the accompanying financial statements. Accumulated depreciation on the leased equipment was \$227,495.

	Balance June 30, 2017	Additions	Reductions	Balance June 20, 2018	Due within One year
Capital Leases	\$ 1,193,777	\$ -	\$ 285,675	\$ 907,701	\$ 320,283

The future minimum lease payments under the capital lease, together with the present value of the net future minimum payments, are as follows as of June 30, 2018:

Year ending June 30,	
	2019
	\$ 320,283
	2020
	320,283
	2021
	<u>320,283</u>
	960,849
Less amount representing interest	<u>(53,148)</u>
	<u>\$ 907,701</u>

Note 6. Risk Management

The Board is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the Board carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

Note 7. Transactions with Related Parties

During the year, the Board received \$2,540,396 in operating contributions from the three participating agencies.

Note 8. Future Commitments

In prior years, the Board entered into multiple agreements for emergency notification services, which require future commitments. Total future commitments under the agreements at June 30, 2018 are as follows:

2019	<u>\$ 51,500</u>
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SUPPLEMENTARY BUDGET INFORMATION

**ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD**

**STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE - GENERAL FUND -
BUDGET AND ACTUAL - MODIFIED CASH BASIS
GOVERNMENTAL FUNDS
Year Ended June 30, 2018**

	Original/Final Budget	Actual	Variance with Final Budget
Revenues			
Operating contributions	\$ 2,540,396	\$ 2,540,396	\$ -
Interest	10,000	6,415	(3,585)
Grant revenue	-	17,825	17,825
Total revenues	<u>2,550,396</u>	<u>2,564,636</u>	<u>14,240</u>
Expenditures			
Current:			
Administration	401,570	375,120	26,450
Operations	2,551,085	2,139,533	411,552
Indirect costs	32,000	28,835	3,165
Capital outlay	1,131,000	533,724	597,276
Total expenditures	<u>4,115,655</u>	<u>3,077,212</u>	<u>1,038,443</u>
Net change in fund balance	<u>(1,565,259)</u>	<u>(512,576)</u>	<u>1,052,683</u>
Fund Balance, beginning of year	<u>1,700,171</u>	<u>1,700,171</u>	<u>-</u>
Fund Balance, end of year	<u>\$ 134,912</u>	<u>\$ 1,187,595</u>	<u>\$ 1,052,683</u>

See Note to Supplementary Budget Information.

**ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD**

**STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE - 911 FUND -
BUDGET AND ACTUAL - MODIFIED CASH BASIS
GOVERNMENTAL FUNDS
Year Ended June 30, 2018**

	Original/Final Budget	Actual	Variance with Final Budget
Revenues			
Interest	\$ 7,000	\$ 5,275	\$ (1,725)
911 funding	450,000	408,824	(41,176)
Total revenues	457,000	414,099	(42,901)
Expenditures			
Current:			
Administration	2,000	4,214	(2,214)
Operations	233,600	202,127	31,473
Capital outlay	355,000	177,030	177,970
Total expenditures	590,600	383,371	207,229
Net change in fund balance	(133,600)	30,728	164,328
Fund Balance, beginning of year	877,996	877,996	-
Fund Balance, end of year	\$ 744,396	\$ 908,724	\$ 164,328

See Note to Supplementary Budget Information.

**ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD**

NOTE TO SUPPLEMENTARY BUDGET INFORMATION

Note 1. Budget

The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual presents a comparison of the legally adopted budget and actual data. The Board prepares its budget on a modified cash basis, and the revenues and expenditures presented in the aforementioned statement are on a modified cash basis. Appropriations lapse at fiscal year end.

The Board follows these procedures in establishing the budgetary data reflected in the supplementary information:

Wyoming State Statutes require the preparation of an annual budget which provides documentation that all sources and uses of the Board's resources are properly planned, budgeted, and approved.

The budget, upon adoption, is the legal document which places restrictions and limitations on the purposes and amounts for which Board monies may be expended. The budget is adopted according to the following schedule:

- a. On or before May 15, the Budget Officer shall prepare a tentative budget for each fund and file the budget with the governing body.
- b. A summary of the tentative budget shall be entered into the minutes and the governing body shall publish the summary at least one week before the public hearing to adopt the budget.
- c. The public hearing is held on the third Monday in July.
- d. On the day of or the day following the public hearing, the Board of Directors, by resolution, make the necessary appropriations and adopt the budget, which, subject to future amendment, shall be in effect for the next fiscal year.

Budget revisions and amendments are subject to final review by the Board.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
*GOVERNMENT AUDITING STANDARDS***

To the Board of Directors
Rock Springs, Green River, Sweetwater County
Combined Communications Joint Powers Board
Rock Springs, Wyoming

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the modified cash basis financial statements of the governmental activities and major funds of Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board (the "Board") as of and for the year ended June 30, 2018, and the related notes to the modified cash basis financial statements, which collectively comprise the Board's basic financial statements, and have issued our report thereon dated December 6, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Board's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control. Accordingly, we do not express an opinion on the effectiveness of the Board's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Board's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described below, that we consider to be a significant deficiency.

2018-001: Internal Control over Board Credit Cards

Condition/Context: We were informed that a former employee was using the Board's credit card for personal use.

Criteria: Internal controls are designed to safeguard assets and help prevent losses from employee dishonesty or error. A fundamental concept in an adequate system of internal control is segregation of duties. Under professional standards, insufficient segregation of duties is considered a control deficiency.

Cause: Board review of the credit card transactions and matching the charges to an approved invoice was not occurring.

Effect: Personal charges were allowed to occur and were not detected timely.

Views of Responsible Officials and Planned Corrective Action: The employee in question has been terminated and all matters have been turned over to the authorities. The Board has implemented controls where all credit card charges are being reviewed and approved by the Board Treasurer and Board Chairman at their regularly scheduled monthly meeting.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Board's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards*, and which was described above.

Board's Response to Findings

The Board's response to the finding identified in our audit is described above as Views of Responsible Officials and Planned Corrective Action. The Board's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Board's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Board's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

McGee, Hearne & Paiz, LLP

Cheyenne, Wyoming
December 6, 2018



To the Board of Directors
Rock Springs, Green River, Sweetwater County
Combined Communications Joint Powers Board
Green River, Wyoming

We are pleased to present this report related to our audit of the modified cash basis financial statements of the Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board (the "Board") as of and for the year ended June 30, 2018. This report summarizes certain matters required by professional standards to be communicated to you in your oversight responsibility for the Board's financial reporting process.

Auditing standards generally accepted in the United States of America (AU-C 260, *The Auditor's Communication with Those Charged with Governance*) require the auditor to promote effective two-way communication between the auditor and those charged with governance. Consistent with this requirement, the following summarizes our responsibilities regarding the modified cash basis financial statement audit, as well as observations arising from our audit that are significant and relevant to your responsibility to oversee the financial reporting process.

Our Responsibilities with Regard to the Financial Statement Audit

Our responsibilities under auditing standards generally accepted in the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States, have been described to you in our arrangement letter dated June 29, 2018. Our audit of the financial statements does not relieve management or those charged with governance of their responsibilities which are also described in that letter.

Overview of the Planned Scope and Timing of the Financial Statement Audit

We have issued a separate communication dated June 28, 2018 regarding the planned scope and timing of our audit and have discussed with you our identification of, and planned audit response to, significant risks of material misstatement.

Accounting Policies and Practices

- *Accounting Policies and Practices:* Management is responsible for the selection and use of appropriate accounting policies. The significant policies used by the Board are described in Note 1 to the financial statements. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.
- *Adoption of, or Change in, Accounting Policies:* Management has the ultimate responsibility for the appropriateness of the accounting policies used by the Board. The Board did not adopt any significant new accounting policies, nor have there been any changes in existing significant accounting policies during the current period.
- *Significant or Unusual Transactions:* We did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

- *Management's Judgments and Accounting Estimates:* Accounting estimates are an integral part of the preparation of modified cash basis financial statements and are based upon management's current judgment. The process used by management encompasses their knowledge and experience about past and current events and certain assumptions about future events. There were no areas where it was necessary for management to form significant accounting estimates in connection with the preparation of the financial statements.
- *Financial Statement Disclosures:* Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There were no areas that involved particularly sensitive financial statement disclosures.

The financial statement disclosures are neutral, consistent, and clear.

Audit Adjustments

There were no audit adjustments made to the original trial balance presented to us to begin our audit.

Uncorrected Misstatements

We are not aware of any uncorrected misstatements other than misstatements that are clearly trivial.

Disagreements with Management

We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit, or significant disclosures to be included in the modified cash basis financial statements.

Consultation with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. We are not aware of any consultations management had with other accountants about accounting or auditing matters.

Significant Issues Discussed with Management

We generally discuss a variety of matters with management each year, including the application of accounting principles and auditing standards and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Board's auditors.

Significant Difficulties Encountered in Performing the Audit

We did not encounter any significant difficulties in dealing with management during the audit.

Communicating Significant Deficiency in Internal Control Over Financial Reporting

Included in the Financial and Compliance Report we have communicated the significant deficiency in internal control over financial reporting identified during our audit of the financial statements.

Significant Written Communications Between Management and Our Firm

A copy of the audit representation letter between our Firm and the management of the Board is attached to this letter.

This report is intended solely for the information and use of the Board of Directors and management, and is not intended to be, and should not be, used by anyone other than these specified parties. It will be our pleasure to respond to any questions you have about this report. We appreciate the opportunity to continue to be of service to the Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board.

McLee, Hearne & Paig, LLP

Cheyenne, Wyoming
December 6, 2018

**SWEETWATER COMBINED COMMUNICATIONS JOINT
POWERS BOARD**

PO BOX 129, GREEN RIVER, WY 82935

(307)-466-0272 Fax (307)-875-1933



December 6, 2018

McGee, Hearne & Paiz, LLP
P.O. Box 1088
Cheyenne, Wyoming 82003

This representation letter is provided in connection with your audit of the basic financial statements of the Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board (the "Board") as of and for the year ended June 30, 2018 for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with the modified cash basis of accounting described in Note 1 to the financial statements.

We confirm, to the best of our knowledge and belief, that as of the date of this letter:

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit arrangement letter dated June 29, 2018, for the preparation and fair presentation of the financial statements referred to above in accordance with the modified cash basis of accounting as described in Note 1 to the financial statements.
2. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
4. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable and reflect our judgment based on our knowledge and experience about past and current events, and our assumptions about conditions we expect to exist and courses of action we expect to take.
5. Related-party transactions, including those with other organizations for which the nature and significance of their relationship with the Board are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete, joint ventures in which the Board has an interest, and jointly governed organizations in which the Board participates, and interfund transactions, including interfund accounts and advances receivable and payable, sale and purchase transactions, interfund transfers, long-term loans, leasing arrangements and guarantees, have been recorded in accordance with the economic substance of the transaction and appropriately accounted for and disclosed in accordance with the requirements of the modified cash basis of accounting.
6. All events subsequent to the date of the financial statements, and for which the modified cash basis of accounting requires adjustment or disclosure, have been adjusted or disclosed.
7. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with the modified cash basis of accounting.
8. We acknowledge our responsibility for the selection and application of accounting policies. In that regard, all accounting policies used by us during the year are deemed appropriate.
9. We have no plans or intentions that may materially affect the carrying value or classification of assets. In that regard:

- a. The Board has no significant amounts of idle property and equipment.
 - b. The Board has no plans or intentions to discontinue the operations of any activities of programs or to discontinue any significant operations.
10. Net position classifications have been properly recorded and disclosed in the basic financial statements.
 11. We have no direct or indirect legal or moral obligation for any debt of any organization, public or private, that is not disclosed in the financial statements.
 12. We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance. In connection therewith, we specifically represent that we are responsible for determining that we are not subject to the requirements of the Single Audit Act because we have not received, expended or otherwise been the beneficiary of the required amount of Federal awards during the period of this audit.
 13. We have no knowledge of any uncorrected misstatements in the financial statements.
 14. We agree with the findings of specialists in evaluating the net pension obligation, and have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to the specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an effect on the independence or objectivity of the specialists.

Information Provided

15. We have provided you with:
 - a. Access to all information of which we are aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
 - b. Additional information that you have requested from us for the purpose of the audit;
 - c. Unrestricted access to persons within the Board from whom you determined it necessary to obtain audit evidence; and
 - d. Minutes of the meetings of the governing board and committees, or summaries of actions of recent meetings for which minutes have not yet been prepared.
16. All transactions have been recorded in the accounting records and are reflected in the financial statements.
17. It is our responsibility to establish and maintain internal controls over financial reporting. One of the components of internal control is risk assessment. We hereby represent that our risk assessment process includes identification and assessment of risks of material misstatement due to fraud. We have shared with you our fraud risk assessment, including a description of the risks, our assessment of the magnitude and likelihood of misstatements arising from those risks, and the controls that we have designed and implemented in response to those risks.
18. We have disclosed to you all information that we are aware of regarding allegations of fraud or suspected fraud affecting the Board's financial statements involving:
 - a. Management.
 - b. Employees who have significant roles in internal control.
 - c. Others where the fraud could have a material effect on the financial statements.
19. We have disclosed to you all information that we are aware of regarding any allegations of fraud or suspected fraud affecting the Board's financial statements received in communications from employees, former employees, analysts, regulators, short sellers or others.
20. We have disclosed to you all known instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing the financial statements.
21. We have disclosed to you all known or possible litigation and claims whose effects should be considered when preparing the financial statements.
22. We have disclosed to you the identity of the Board's related parties and all the related-party relationships and transactions of which we are aware, and were disclosed in Note 7.

23. We have informed you of all significant deficiencies, including material weaknesses, in the design or operation of internal controls that could adversely affect the Board's ability to record, process, summarize, and report financial data.
24. We are aware of no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
25. During the course of your audit, you may have accumulated records containing data that should be reflected in our books and records. All such data have been so reflected. Accordingly, copies of such records in your possession are no longer needed by us.

Supplementary Information

26. With respect to supplementary information presented in relation to the financial statements as a whole:
 - a. We acknowledge our responsibility for the presentation of such information.
 - b. We believe such information, including its form and content, is fairly presented in accordance with the modified cash basis of accounting.
 - c. The methods of measurement or presentation have not changed from those used in the prior period. There are no significant assumptions or interpretations regarding the measurement or presentation of such information.
 - d. When supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.
27. We acknowledge our responsibility as it relates to nonaudit services performed by you, including a statement that we assumed all management responsibilities; that we oversaw the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge or experience; that we evaluated the adequacy and results of the services performed; and that we accepted responsibility for the results of the services.

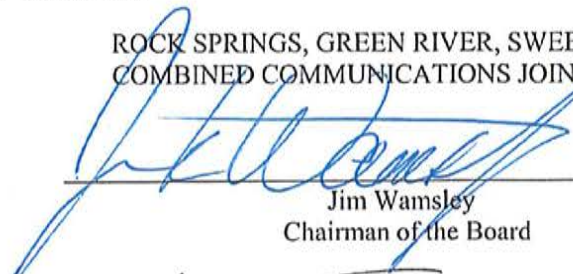
Compliance Considerations

In connection with your audit conducted in accordance with *Government Auditing Standards*, we confirm that management:


28. Is responsible for the preparation and fair presentation of the financial statements in accordance with the applicable financial reporting framework.
29. Is responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to the auditee.
30. Has identified and disclosed to the auditor all instances that have occurred, or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
31. Has identified and disclosed to the auditor all instances that have occurred, or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that have a material effect on the determination of financial statement amounts.
32. Has identified and disclosed to the auditor all instances that have occurred, or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements.
33. Is responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
34. Acknowledges its responsibility for the design, implementation, and maintenance of internal controls to prevent and detect fraud.
35. Has taken timely and appropriate steps to remedy fraud; noncompliance with provisions of laws, regulations, contracts, and grant agreements; or abuse that the auditor reports.

36. Has a process to track the status of audit findings and recommendations.
37. Has identified for the auditor all previous audits, attestation engagements and other studies related to the audit objectives
38. Has provided views on the auditor's reported findings, conclusions and recommendations, as well as management's planned corrective actions, for the report.
39. Acknowledges its responsibilities as it relates to nonaudit services performed by the auditor, including a statement that it assumes all management responsibilities; that it oversees the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge or experience; that it evaluates the adequacy and results of the services performed; and that it accepts responsibility for the results of the services.

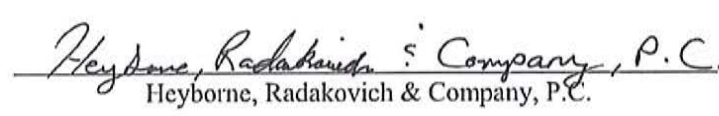
ROCK SPRINGS, GREEN RIVER, SWEETWATER COUNTY
COMBINED COMMUNICATIONS JOINT POWERS BOARD



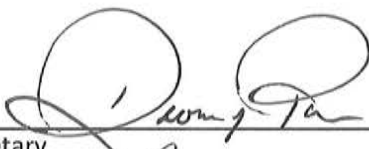
Jim Wamsley
Chairman of the Board



Rich Tyler
Board Treasurer



Heyborne, Radakovich & Company, P.C.


Secretary

Date: 1/28/19


Chairman

Date: 1-28-19