COUNCIL MEETING AGENDA

Casper City Council
City Hall, Council Chambers
Tuesday, May 17, 2022, 6:00 p.m.

COUNCIL POLICY
PUBLIC STATEMENTS

I. Members of the Public Wishing to Speak to an Item Already on the Agenda, Other Than a Public Hearing, or Second or Third Reading Ordinance, Must Submit a Request to the City Clerk's Office by 12:00 Noon on the Monday Immediately Preceding the Council Meeting, or May Speak During the Communications from Persons Present.

II. When Speaking to the City Council Please:
- Clearly State Your Name and Address.
- Direct all questions/comments to the Mayor and only the Mayor.
- No personal attacks on staff or Council.
- Speak to the City Council with Civility and Decorum.

III. The City Council Will Not Respond to Any Comments or Questions Concerning Personnel Matters. Any Such Comments or Questions Will be Handled by the Appropriate Persons. Public Hearing Comments and Presentations Will be Limited to Five Minutes or Less per Person, nor Will Time Extensions be Permitted. No Duplication of Speakers will be Allowed.

IV. Questions Posed by Speakers May, or May Not be Responded to by Council Members.

V. Willful Disruption of, or the Breach of the Peace at, a Council Meeting may Result in the Removal of any Such Individuals or Groups from the Council Chambers.

(These Guidelines Are Also Posted at the Podium in the Council Chambers)

Please silence cell phones during the City Council meeting.

Entrance to the meetings is the east door off David Street. Face coverings are encouraged for those individuals who have not been fully vaccinated against COVID-19. Public input via email is encouraged: CouncilComments@casperwy.gov.

AGENDA

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. CONSIDERATION OF MINUTES OF THE APRIL 26, 2022 SPECIAL COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON MAY 4, 2022

4. CONSIDERATION OF MINUTES OF THE MAY 3, 2022 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON MAY 13, 2022

5. CONSIDERATION OF BILLS AND CLAIMS

6. BRIGHT SPOTS IN OUR COMMUNITY

   A. Community Action Month

7. COMMUNICATIONS

   A. From Persons Present

8. ESTABLISH DATE OF PUBLIC HEARING

   A. Consent

      1. Establish June 7, 2022, as the Public Hearing Date for Consideration of:

         a. **Ordinance Amending** Sections 10.36.010 and 10.36.020 of Chapter 10.36 – **Parking, of the Casper Municipal Code.**

9. PUBLIC HEARING

   A. Ordinance

      1. Amending Chapter 5.24 – **Hotels & Roominghouses**, of the Casper Municipal Code, which Addresses the Licensing and Regulation of Commercial Hotels, Motels, and Lodging Facilities within the City of Casper.

      2. Changes to **Mobile Vendor Parking Permit** Ordinance, Chapter 10.

      3. Approving a **Vacation, Replat and Subdivision Agreement** for the **Kensington Heights Addition No. 5 Subdivision.**

      4. Approving a **Vacation, Replat, Subdivision Agreement and Zone Change** for the **Harmony Hills Addition No. 4.**

10. THIRD READING ORDINANCE

   A. Approving an Ordinance Confirming the Assessment for **Local Assessment District No. 158 – Coates Road** Asphalt Surfacing Improvements.

      1. Communications from Persons Present

11. RESOLUTIONS

A. Non-Consent

1. Authorizing a Contract for **Architectural Services** to Renovate and Expand the Currently Names Casper Business Center for the Purpose of **a Public Safety and Training Headquarters** with **Police Facility Design Group, P/A.**

B. Consent

1. Authorizing a **Release of Local Assessment District (LAD) Lien, LAD 156,** Regarding 1765 Brigham Young Street, Casper, Wyoming.

2. Approving the **Downtown Open Container Area**.

3. Establishing a Debt Service **Sinking Fund** to Provide Multi-Year Funding for the **Fire A Pension Obligation** to the State of Wyoming.

4. Authorizing the Creation of the **Parks and Recreation Advisory Board** to Replace the Leisure Services Advisory Board, and Adopt the Rules as Submitted.

5. Authorizing a Contract for Professional Services with **Haass Construction Co**., Inc., for **Security Improvements at Municipal Court.**

6. Designating the Current Corpus Allocation, Future Additional Corpus, and Eligible Expenses of the Earned Interest of the **Perpetual Care Fund**.

7. Authorizing an Agreement with **Ramshorn Construction,** Inc. in the Amount of $1,464,724.50 and Deduct Change Order in the Amount of $316,832.50, for a Revised Contract Price of $1,147,892.00, for the **2022 12th Street Improvements – CY Avenue to McKinley Street**, Project No. 21-072.

8. Authorizing a Cooperative Agreement with the **Wyoming Department of Transportation** for Construction Activities for the **Poplar Street Utility Improvement – CY Avenue to Collins Drive.**

9. Authorizing a Professional Services Agreement with **Davidson Mechanical** for the Mechanical Repairs Required at **Metro Animal Services.**

10. Authorizing Ratification of Terms for the **Collective Bargaining Agreement** for July 1, 2022 through June 30, 2023 Between the City of Casper the **Fire Fighters' Local Union 904,** I.A.F.F., AFL-CIO.

12. MINUTE ACTION

A. Consent

1. Appointing Two (2) Members to **Casper's Council of People with Disabilities** for a Term of Three Years Beginning May 26, 2022.

2. Appointing Two (2) Members to the **Contractors Licensing Board**: Jeremiah Holthus & Ian Alvstad, for a Term Expiring Dec. 31, 2025.

3. Appointing Three (3) New Members to the **Parks & Recreation Advisory Board**.

12. INTRODUCTION OF MEASURES AND PROPOSALS BY MEMBERS OF THE CITY COUNCIL

13. ADJOURN INTO EXECUTIVE SESSION – LAND ACQUISITION

14. ADJOURNMENT

Upcoming Council Meetings

Regular Council Meetings
6:00 p.m. Tuesday, June 7, 2022 – Council Chambers
6:00 p.m. Tuesday, June 21, 2022 – Council Chambers

Work Sessions
4:30 p.m. Tuesday, May 24, 2022 – Council Meeting Room
4:30 p.m. Tuesday, May 31, 2022 – Council Meeting Room (Special Work Session)

ZONING CLASSIFICATIONS

FC	Major Flood Channels & Riverbanks	PUD	Planned Unit Development
AG	Urban Agriculture	HM	Hospital Medical
R-1	Residential Estate	C-1	Neighborhood Convenience
R-2	One Unit Residential	C-2	General Business
R-3	One to Four Unit Residential	C-3	Central Business
R-4	High-Density Residential	C-4	Highway Business
R-5	Mixed Residential	M-1	Limited Industrial
R-6	Manufactured Home (Mobile) Park	M-2	General Industrial
PH	Park Historic	SMO	Soil Management Overlay
HO	Historic Overlay	ED	Education
OB	Office Business	OYD	Old Yellowstone District

COUNCIL PROCEEDINGS - SPECIAL MEETING
Casper City Hall – Council Chambers
April 26, 2022

1. ROLL CALL

Casper City Council met in special session at 4:35 p.m., Tuesday, April 26, 2022. Present: Councilmembers Cathey, Engebretsen, Gamroth, Johnson, Pollock, Sutherland, Vice Mayor Freel and Mayor Pacheco. Councilmember Knell attended the meeting virtually.

Councilmember Gamroth recused himself from discussion and voting on items related to Wyoming Financial Properties and left the room for the remainder of the meeting.

2.A.1. RESOLUTION

Following resolution read:

RESOLUTION NO. 22-57

A RESOLUTION APPROVING A CONTRACT WITH WYOMING FINANCIAL PROPERTIES, INC. IN THE AMOUNT OF $8,000,000 FOR THE PURCHASE OF THE CASPER BUSINESS CENTER BUILDING AND ITS ASSOCIATED PARKING FACILITY.

Councilmember Cathey presented the foregoing resolution for adoption. Seconded by Councilmember Engebretsen. City Manager Napier provided a brief report. Councilmembers discussed the item briefly. Councilmember Gamroth abstained. Motion passed.

2.A.2. RESOLUTION

Following resolution read:

RESOLUTION NO. 22-58

A RESOLUTION APPROVING A LEASE AGREEMENT TO LEASE VARIOUS PORTIONS OF THE CASPER BUSINESS CENTER BUILDING TO MOUNTAIN WEST TECHNOLOGIES CORPORATION, INCLUDING SPACE ON THE ROOFTOP FOR ANTENNAE AND RELATED EQUIPMENT, SPACE ON THE FOURTH FLOOR FOR A DATA PROCESSING AREA, AND SPACE ON THE GROUND FLOOR FOR A NETWORK OPERATIONS CENTER.

Councilmember Engebretsen presented the foregoing resolution for adoption. Seconded by Councilmember Pollock. City Manager Napier provided a brief report. Councilmember Gamroth abstained. Motion passed.

3. ADJOURNMENT

Moved by Councilmember Cathey, seconded by Councilmember Pollock, to, by minute action adjourn the special meeting. Councilmember Gamroth abstained. Motion passed. The meeting was adjourned at 4:51 p.m.

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
May 3, 2022

1. ROLL CALL

Casper City Council met in regular session at 6:03 p.m., Tuesday, April 19, 2022. Present: Councilmembers Knell, Cathey, Gamroth, Johnson, Pollock, Sutherland, Vice Mayor Freel and Mayor Pacheco. Absent: Councilmember Engebretsen.

Moved by Councilmember Cathey, seconded by Councilmember Pollock, to, by minute action, excuse the absence of Councilmember Engebretsen. Motion passed.

2. PLEDGE OF ALLEGIANCE

Vice Mayor Freel led the audience in the pledge of allegiance.

3. MINUTES

Moved by Vice Mayor Freel, seconded by Councilmember Johnson to, by minute action, approve the minutes of the April 19, 2022, regular Council meeting, as published in the Casper-Star Tribune on April 27, 2022. Councilmembers Knell and Cathey abstained. Motion passed.

4. EXECUTIVE SESSION MINUTES

Moved by Councilmember Pollock, seconded by Councilmember Johnson to, by minute action, approve the minutes of the April 19, 2022 executive session. Councilmembers Knell and Cathey abstained. Motion passed.

5. BILLS & CLAIMS

Moved by Councilmember Johnson, seconded by Vice Mayor Freel, to, by minute action, approve payment of the May 3, 2022, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 05/03/22

6HGroup	Goods	1,806.00
71Const	Goods	937.84
ABaedke	Reimb	53.54
ALincowski	Reimb	417.99
AVolzke	Services	200.00
Airgas	Goods	889.84
AltdRcyclngEqpmnt	Services	31,500.00
Alsco	Services	398.26
AMBI	Services	3.98
Amrgs	Goods	599.14
AmrTech	Services	1,057.12
AmndsnAssoc	Services	43,864.50
AppldCncpts	Services	2,090.90
ArrwheadHeat	Services	276.75

Asbsts&TchnclSvcs	Services	2,420.00
AT&T	Services	360.36
AtlntcElctrc	Services	8,808.40
Atlas	Goods	5,757.25
BarDSgns	Services	627.65
BrgrnEllngsn	Goods	150.74
BlkHillsEnrgy	Utilities	29,985.31
BlkmnPrpn	Goods	2,059.22
BrntagPac	Goods	27,246.70
C&CSply	Goods	153.12
CptlBusnsSystm	Services	61.80
CsprStrTrb	Services	1,115.68
CsprTinShop	Services	121,106.47
CsprTire	Services	2,546.00
CEIAUSA	Services	9,240.80
CntrlWyoRescueMission	Services	7,290.25
CntryLnk	Utilities	1,896.64
ChildDvlpmnt	Services	5,312.50
CtyCspr	Services	543,152.39
CivilEngnrng	Services	22,261.04
CMITeco	Services	33,060.55
CoastlChmcl	Goods	47.78
CocaCola	Services	24.75
COGolf&Turf	Goods	9,577.96
CommTech	Services	103.00
Cnvrgn	Goods	16,580.40
Core&Main	Goods	5,981.40
CowboySplyHse	Goods	420.78
CPU	Goods	15,971.80
CrimeScnInfo	Services	122.00
CrwlyFleck	Services	2,418.00
DckrAuto	Services	1,598.11
DnnsSply	Goods	830.67
DsrtMtn	Goods	14,975.12
DooleyEnt	Goods	9,567.14
DPCIndstrs	Goods	30,675.87
EBecher	Reimb	240.50

E&FTowng	Services	270.00
EmprTrf	Goods	6,075.00
EnrgyLabs	Services	4,925.00
ETCInst	Services	7,500.00
FrmnsQltyMchn	Goods	682.53
GCBldgSply	Services	283.73
Galls	Goods	737.80
GeosyntcCnsltnts	Services	2,310.23
GldrAssoc	Services	6,806.00
GrnrMotr	Goods	3,589.05
HIhrig	Reimb	84.99
Hach	Goods	1,272.82
HrdwrPrtnrs	Goods	23.96
HrvrdDrugGrp	Goods	1,028.59
HDREngnrng	Services	14,425.60
Homax	Goods	107,480.15
HrznCblSrvc	Services	722.00
IME	Services	268.50
Instltn&Svc	Services	1,465.00
IntrntnlAssctnForPrprty&Evdnc	Membership	65.00
IntrdoIntrctv	Services	820.00
JWilhelm	Reimb	110.24
J&JAdvncdThrmlSltns	Services	3,241.41
JacobsEngnrng	Services	73,573.60
Jeffers	Services	47.68
JonasSftwr	Services	1,933.00
KEisenman	Services	200.00
KRoberts	Reimb	79.99
KSchaeffer	Services	200.00
KnfRvr	Services	10,907.24
KoaHillsCnsltng	Services	87.50
KubwtrRes	Goods	7,802.81
LStutheit	Refund	100.00
Lame	Services	20,269.28
MLAuto	Services	351.00
MoMonTai	Goods	997.50
MdrnElctrc	Services	40,707.50

MonsnJntrlSrvc	Services	23,815.05
MthrSetnHousng	Services	11,569.70
MtnStLitho	Services	192.01
MtnWstTech	Services	800.00
NCSO	Services	116,088.32
Norco	Goods	1,770.66
NrdcSound	Services	2,732.50
NrthrnLights	Services	3,650.00
NrthropBoilrWrks	Goods	80.00
NWstContr	Goods	737.78
OlsnAutoBdy	Services	875.00
PaceAnlytclSrvcs	Services	276.00
PCNStrtgs	Goods	1,186.55
PeakGeosltns	Services	18,878.41
Pedens	Goods	255.00
PMCH	Services	111,500.00
PstlPros	Services	11,227.70
RKiffe	Services	200.00
RMoenkhaus	Refund	600.00
RapidFirePrtctn	Services	1,565.00
RvrOaksComm	Services	700.00
RckyMtnAirSltns	Goods	25.02
RckyMtnPwr	Utilities	99,775.95
RootrSwr	Services	1,026.65
SVanWyck	Reimb	250.78
Sfrlnd	Goods	6,907.60
SlfHelpCntr	Services	13,748.75
Shrts&More	Goods	600.00
SgmaAldrch	Goods	531.65
Smrsh	Services	1,951.05
StgArms	Goods	4,985.56
StatelineNo7	Services	14,911.55
SummitFire	Services	883.25
Thtchr	Goods	10,044.74
TopOffc	Goods	140.74
Trfic&PrkngCntrl	Services	1,255.00
TriStOilReclm	Services	3,065.75

TylerTech	Services	1,012.20
VrznWrls	Services	558.33
VRC	Services	137.75
WyneColemnConst	Services	25,799.62
WearPrts	Goods	72.80
WlbrnSlvn	Services	8,500.00
WstrnMdclAssc	Services	14,190.00
WstrnStatesFirePrtctn	Services	4,056.31
WLCEngnrng	Services	11,742.30
WLEA	Services	2,025.00
WWCEngnrng	Services	17,201.00
WyoAsscOfRiskMngmnt	Goods	6.57
WyoLowVltge	Goods	270.00
WyoSteel&Rcyclng	Goods	1,625.00
Total		1,895,289.31

6. BRIGHT SPOT

Mayor Pacheco welcomed Ryan Jay, Vice President of the Casper Community Tennis Association, to speak about National Tennis Month. Mr. Jay spoke about the mission of the Association and thanked Council for their recognition. Mayor Pacheco read a proclamation declaring May 2022 as National Tennis Month and spoke about the benefits of tennis.

7. COMMUNICATIONS FROM PERSONS PRESENT

Individuals addressing Council regarding the abortion clinic were: Mike Pyatt, 3841 East 15th St; Sherry Lewis, 1867 Westridge Circle; and Beth Nachbar, 10995 E Wagon Trail Rd, Evansville. Councilmember Knell shared his thoughts on the matter and Mayor Pacheco answered questions regarding the clinic.

Other individuals addressing Council included: Tyler Cessor, 321 Midwest Ave, Executive Director of Art 321, regarding use of the OYD Parking Lot.

8.A.1. ESTABLISH PUBLIC HEARING

Moved by Councilmember Cathey, seconded by Councilmember Pollock, to, by minute action establish May 17, 2022, as the public hearing date for the consideration of:

a. an ordinance amending Chapter 5.24 – Hotels & Roominghouses, of the Casper Municipal Code;
b. changes to the Mobile Vendor Parking Permit Ordinance, Chapter 10;
c. an ordinance approving a vacation, replat and subdivision agreement for Kensington Heights Addition No. 5; and,
d. an ordinance approving a vacation, replat, subdivision agreement and zone change for Harmony Hills No. 4.

Vice Mayor Freel abstained from voting on items 8.A.1.c. and 8.A.1.d. Motion passed.

9.A.1 PUBLIC HEARING – MINUTE ACTION

Councilmember Pollock recused herself from the discussion for the next two items and left the room.

Mayor Pacheco opened the public hearing for the consideration of Transfer of Ownership of Retail Liquor License No. 30.

City Attorney Henley entered four (4) exhibits: correspondence from Fleur Tremel to J. Carter Napier, dated April 13, 2022; an affidavit of publication, as published in the Casper-Star Tribune, dated April 25, 2022; an affidavit of website publication, as published on the City of Casper website, dated April 13, 2022; and a liquor license application, filed March 29, 2022. City Manager Napier provided a brief report.

Speaking in support was Pat Sullivan, owner of Half Barrel, Inc.

There being no others to speak for or against the issues involving Retail Liquor License No. 30, the public hearing was closed.

Moved by Vice Mayor Freel, seconded by Councilmember Knell to, by minute action, authorize the transfer of ownership of Retail Liquor License No. 30 to Half Barrel, Inc. Councilmember Pollock, having recused herself, abstained from voting. Motion passed.

9.A.2 PUBLIC HEARING – MINUTE ACTION

Mayor Pacheco opened the public hearing for the consideration of New Microbrewery License No. 10.

City Attorney Henley entered four (4) exhibits: correspondence from Fleur Tremel to J. Carter Napier, dated April 13, 2022; an affidavit of publication, as published in the Casper-Star Tribune, dated April 25, 2022; an affidavit of website publication, as published on the City of Casper website, dated April 13, 2022; and a liquor license application, filed March 29, 2022. City Manager Napier provided a brief report.

Speaking in support was Holden Kai, owner of Bull Horn Brewing, LLC.

There being no others to speak for or against the issues involving Microbrewery License No. 10, the public hearing was closed.

Moved by Vice Mayor Freel, seconded by Councilmember Sutherland to, by minute action, authorize the issuance of new Microbrewery License No. 10 to Bull Horn Brewing, LLC. Councilmember Pollock, having recused herself, abstained from voting. Motion passed.

Councilmember Pollock rejoined the meeting.

10. ORDINANCE– THIRD READING

Following ordinance read:

ORDINANCE NO. 29-21

AN ORDINANCE APPROVING THE TRAILS WEST ESTATES NO. 6 SUBDIVISION AGREEMENT, AND THE FINAL PLAT OF TRAILS WEST ESTATES NO. 6.

Councilmember Sutherland presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Knell.

No citizens spoke on the ordinance.

Moved by Councilmember Johnson to amend the ordinance to modify the signatory line from former Mayor, Steven K. Freel, to current Mayor, Ray Pacheco. Seconded by Councilmember Gamroth. Vice Mayor Freel abstained. Motion to amend passed.

Council voted on the ordinance, on third reading, as amended. Vice Mayor Freel and Mayor Pacheco abstained. Motion passed.

ORDINANCE NO. 29-21

AN ORDINANCE APPROVING THE TRAILS WEST ESTATES NO. 6 SUBDIVISION AGREEMENT, AND THE FINAL PLAT OF TRAILS WEST ESTATES NO. 6.

WHEREAS, an application has been made for final plat approval of Trails West Estates No. 6 Addition (the "plat"); and,
WHEREAS, the plat consists of a vacation and replat of Lots 2-18, Block 21; Lots 2-8, Block 23; Trails West Estates; and Lot 8, Block 4; and Lot 9, Block 5, Prairie Park Estates; and,
WHEREAS, a written subdivision agreement will be entered into with the City of Casper, which will be approved with the plat upon third reading of this ordinance; and,
WHEREAS, the plat requires approval by ordinance following a public hearing; and,
WHEREAS, after a public hearing, the City of Casper Planning and Zoning Commission passed a motion recommending that the City Council approve the request to vacate and replat the above referenced property; and,
WHEREAS, the governing body of the City of Casper finds that the above described vacation, replat and subdivision agreement should be approved.
NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:
SECTION 1:
That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, the Trails West Estates No. 6 Addition Subdivision Agreement.
SECTION 2:
That the vacation and replat creating the Trails West Estates No. 6 Addition is hereby approved under terms and conditions of the Trails West Estates No. 6 Subdivision Agreement.
SECTION 3:
This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.
PASSED on 1st reading the 21st day of September, 2021. (Steven K. Freel, Mayor)
PASSED on 2nd reading the 5th day of October, 2021. (Steven K. Freel, Mayor)
PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 3rd day of May, 2022. (Ray Pacheco, Mayor)

11. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 22-59

A RESOLUTION AUTHORIZING A RELEASE OF DEMOLITION LIEN RECORDED AGAINST 1427 S OAKCREST AVE, CASPER WYOMING.

RESOLUTION NO. 22-60

A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE CONTRACT FOR PROFESSIONAL SERVICES WITH SPARE LABS, INC.

RESOLUTION NO. 22-61

A RESOLUTION APPROVING AND ADOPTING THE 2021 CASPER TOURISM MASTER PLAN.

RESOLUTION NO. 22-62

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH JB ENGINEERS, FOR THE 2022 CONSTRUCTION TESTING AND MATERIAL SAMPLING SERVICES PROJECT NO. 22-012.

RESOLUTION NO. 22-63

A RESOLUTION AUTHORIZING AN AGREEMENT WITH TRETO CONSTRUCTION, LLC, FOR THE INDUSTRIAL AVENUE DRAINAGE AND SURFACING IMPROVEMENTS – ELM TO DAVID, PROJECT NO. 21-055.

RESOLUTION NO. 22-64

A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF CASPER AND THE NATRONA COUNTY CONSERVATION DISTRICT.

RESOLUTION NO. 22-65

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO THE AGREEMENT WITH LAME, LLC, FOR A PRICE REDUCTION AND TIME EXTENSION FOR THE SOLID WASTE FACILITY FIBER OPTICS EXTENSION, PROJECT NO. 20-038.

RESOLUTION NO. 22-66

A RESOLUTION AUTHORIZING THE PROCUREMENT AGREEMENT WITH ACCENT PACKAING INC. FOR BALER BAGS PROJECT NO. 22-014.

RESOLUTION NO. 22-67

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH KETEL THORSTENSON, LLP FOR AUDIT SERVICES FOR THE FISCAL YEARS 2022 THROUGH 2026.

RESOLUTION NO. 22-68

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING REGARDING MANAGEMENT OF INVESTMENT FUNDS BETWEEN THE AMOCO REUSE AGREEMENT JOINT POWERS BOARD, NATRONA COUNTY, AND THE CITY OF CASPER FOR INVESTMENT MANAGEMENT SERVICES.

RESOLUTION NO. 22-69

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH VEOLIA ES TECHNICAL SOLUTIONS L.L.C., FOR HAZARDOUS WASTE DISPOSAL SERVICES, PROJECT NO. 21-080.

RESOLUTION NO. 22-70

A RESOLUTION APPROVING AND ADOPTING THE CASPER AREA MPO'S CITY OF CASPER COMPLETE STREETS PLAN FOR THE CASPER METROPOLITAN AREA.

RESOLUTION NO. 22-71

A RESOLUTION APPROVING AND ADOPTING THE CASPER AREA MPO'S EAST YELLOWSTONE INTERSECTION IMPROVEMENT STUDY FOR THE CASPER METROPOLITAN AREA.

Councilmember Pollock presented the foregoing thirteen (13) resolutions for adoption. Seconded by Vice Mayor Freel. Motion passed.

12.A. MINUTE ACTION– NON-CONSENT

Moved by Councilmember Johnson, seconded by Councilmember Sutherland, to, by minute action, authorize the submission of six Wyoming Association of Municipalities resolutions as Casper's submission to Wyoming Association of Municipalities' legislative priority considerations for 2023.

City Manager Napier provided a brief report. Councilmembers discussed the resolution pertaining to vulnerable persons.

Councilmember Pollock abstained from discussion on liquor licenses and voting due to the resolution pertaining to liquor licenses. Councilmember Cathey voted no due to the resolution pertaining to vulnerable persons. Motion passed.

12.B. MINUTE ACTION– CONSENT

Moved by Councilmember Pollock, seconded by Vice Mayor Freel, to, by consent minute action,

reject bids for the City Hall Asbestos Abatement Project. Motion passed.

13. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmembers spoke on meetings and events they attended as well as matters of public interest.

Council gave opinions on and discussed whether or not to consider a proclamation on abortion issues, and the majority of Councilmembers expressed that they did not think it would be appropriate or useful to do so.

14. ADJOURNMENT

At 7:12 p.m., it was moved by Councilmember Cathey, seconded by Vice Mayor Freel, to adjourn the regular Council meeting. Motion passed.

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

City of Casper - Bills and Claims for May 17, 2022

2CO.COM DOCTORLED

2CO.COM DOCTORLED	Sewer Wastewater Collection spotlight battery		$25.99
2CO.COM DOCTORLED - Total For Sewer Wastewater Collection			*$25.99*
2CO.COM DOCTORLED - ALL DEPARTMENTS			$25.99

307 COLLISION

307 COLLISION	Fleet Maintenance Fund	Vehicle auto body repair	$1,327.40
307 COLLISION	Fleet Maintenance Fund	Vehicle auto body repair	$2,458.53
307 COLLISION - Total For Fleet Maintenance Fund			*$3,785.93*
307 COLLISION - ALL DEPARTMENTS			$3,785.93

71 CONSTRUCTION, INC

71 CONSTRUCTION, INC	Balefill - Disposal & Landfill	3x5" Rock	$1,949.20
71 CONSTRUCTION, INC	Balefill - Disposal & Landfill	3x5" Rock	$1,995.20
71 CONSTRUCTION, INC - Total For Balefill - Disposal & Landfill			*$3,944.40*
71 CONSTRUCTION, INC	Capital Projects Fund	Derington Addition Watermain R	$28,964.63
71 CONSTRUCTION, INC - Total For Capital Projects Fund			*$28,964.63*
71 CONSTRUCTION, INC	Streets	1/2" Hot mix asphalt	$460.56
71 CONSTRUCTION, INC	Streets	1/2" Hot Mix Asphalt	$460.56
71 CONSTRUCTION, INC	Streets	1/2" Hot Mix Asphalt	$306.28
71 CONSTRUCTION, INC	Streets	1/2" Hot Mix Asphalt	$464.36
71 CONSTRUCTION, INC - Total For Streets			*$1,691.76*
71 CONSTRUCTION, INC	Water Distribution	Derington Addition Watermain R	$146,814.78
71 CONSTRUCTION, INC - Total For Water Distribution			*$146,814.78*
71 CONSTRUCTION, INC - ALL DEPARTMENTS			$181,415.57

7-ELEVEN 39519

7-ELEVEN 39519	Police Career Services	AUTOMATED FUEL DISPENSERS	$99.84
7-ELEVEN 39519 - Total For Police Career Services			*$99.84*
7-ELEVEN 39519 - ALL DEPARTMENTS			$99.84

A.M.B.I. & SHIPPING,

A.M.B.I. & SHIPPING,	City Attorney	Postage / mailing service	$50.16
A.M.B.I. & SHIPPING, - Total For City Attorney			*$50.16*
A.M.B.I. & SHIPPING,	Customer Service	Postage / mailing service	$311.01
A.M.B.I. & SHIPPING, - Total For Customer Service			*$311.01*
A.M.B.I. & SHIPPING,	Engineering	Postage / mailing service	$32.00
A.M.B.I. & SHIPPING, - Total For Engineering			*$32.00*
A.M.B.I. & SHIPPING,	Human Resources	Postage/mailing service	$35.81
A.M.B.I. & SHIPPING, - Total For Human Resources			*$35.81*
A.M.B.I. & SHIPPING,	Municipal Court	Postage / mailing service	$166.06
A.M.B.I. & SHIPPING, - Total For Municipal Court			*$166.06*
A.M.B.I. & SHIPPING,	Police Records	Postage/mailing service	$284.91
A.M.B.I. & SHIPPING, - Total For Police Records			*$284.91*
A.M.B.I. & SHIPPING,	Rec Center - Admin	Postage/mailing service	$13.91
A.M.B.I. & SHIPPING,	Rec Center - Admin	AMBI Postage	$7.68
A.M.B.I. & SHIPPING, - Total For Rec Center - Admin			*$21.59*
A.M.B.I. & SHIPPING,	Risk Management	Postage/mailing service	$2.66
A.M.B.I. & SHIPPING, - Total For Risk Management			*$2.66*
A.M.B.I. & SHIPPING,	Weed & Pest Fund	Postage / mailing service	$10.02
A.M.B.I. & SHIPPING, - Total For Weed & Pest Fund			*$10.02*
A.M.B.I. & SHIPPING, - ALL DEPARTMENTS			$914.22

A1 NATIONAL FIRE CO

A1 NATIONAL FIRE CO	WWTP Operations	FIRE EXTINGUISHER SERVICE	$73.25
A1 NATIONAL FIRE CO - Total For WWTP Operations			*$73.25*
A1 NATIONAL FIRE CO - ALL DEPARTMENTS			$73.25

AAA LANDSCAPING

AAA LANDSCAPING	Code Enforcement	Disposal of refrigerator & tree branches	$60.00
AAA LANDSCAPING - Total For Code Enforcement			*$60.00*
AAA LANDSCAPING - ALL DEPARTMENTS			$60.00

ACTION GLASS INC

ACTION GLASS INC	Public Transit - CARES Act	Labor charges - plexi glass installation	$170.00
ACTION GLASS INC - Total For Public Transit - CARES Act			*$170.00*
ACTION GLASS INC - ALL DEPARTMENTS			$170.00

ACUSHNET COMPANY

ACUSHNET COMPANY	Golf	Golf Balls	$234.00
ACUSHNET COMPANY - Total For Golf			*$234.00*
ACUSHNET COMPANY - ALL DEPARTMENTS			$234.00

ADOBE 800-833-6687

ADOBE 800-833-6687	Municipal Court	COMPUTER SOFTWARE STORES	$188.87
ADOBE 800-833-6687 - Total For Municipal Court			*$188.87*
ADOBE 800-833-6687 - ALL DEPARTMENTS			$188.87

AHERN RENTALS INC

AHERN RENTALS INC	Balefill - Disposal & Landfill	Couplers, sockets, nozzles, etc	$88.30
AHERN RENTALS INC - Total For Balefill - Disposal & Landfill			*$88.30*
AHERN RENTALS INC - ALL DEPARTMENTS			$88.30

AIR INNOVATIONS

AIR INNOVATIONS	Balefill - Disposal & Landfill	Monthly filter change	$247.00
AIR INNOVATIONS - Total For Balefill - Disposal & Landfill			*$247.00*
AIR INNOVATIONS - ALL DEPARTMENTS			$247.00

AIRGAS USA, LLC

AIRGAS USA, LLC	Weed & Pest Fund	Propane	$45.28
AIRGAS USA, LLC - Total For Weed & Pest Fund			*$45.28*
AIRGAS USA, LLC - ALL DEPARTMENTS			$45.28

ALBERTSONS #0062

ALBERTSONS #0062	Police Grants Fund	GROCERY STORES, SUPERMARKETS	$3.29

ALBERTSONS #0062 - Total For Police Grants Fund			*$3.29*
ALBERTSONS #0062	Sewer Administration	Supplies for CPU Advisory Board meeting	$12.97
ALBERTSONS #0062 - Total For Sewer Administration			*$12.97*
ALBERTSONS #0062 - ALL DEPARTMENTS			$16.26

ALL AMERICAN SPORTS

ALL AMERICAN SPORTS	Golf - Operations	Sand	$1,939.98
ALL AMERICAN SPORTS - Total For Golf - Operations			*$1,939.98*
ALL AMERICAN SPORTS - ALL DEPARTMENTS			$1,939.98

ALLIANT INSURANCE SV

ALLIANT INSURANCE SV	Property Insurance Fund	Public Official Bond - F Tremel	$100.00
ALLIANT INSURANCE SV - Total For Property Insurance Fund			*$100.00*
ALLIANT INSURANCE SV - ALL DEPARTMENTS			$100.00

ALPINE MOTORSPORTS

ALPINE MOTORSPORTS	Fleet Maintenance Fund	121285 NO START REPAIRS	$709.37
ALPINE MOTORSPORTS - Total For Fleet Maintenance Fund			*$709.37*
ALPINE MOTORSPORTS - ALL DEPARTMENTS			$709.37

ALSCO

ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	$71.38
ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	$70.88
ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	$55.98
ALSCO - Total For Balefill - Disposal & Landfill			*$198.24*
ALSCO	Fleet Maintenance Fund	Laundry service	$130.79
ALSCO - Total For Fleet Maintenance Fund			*$130.79*
ALSCO	Refuse - Residential	Professional Laundry Services	$110.06
ALSCO	Refuse - Residential	Professional Laundry Services	$110.06
ALSCO - Total For Refuse - Residential			*$220.12*
ALSCO	Streets	Professional Laundry Services	$133.40
ALSCO	Streets	Professional Laundry Services	$133.40
ALSCO	Streets	Professional Laundry Services	$133.40

ALSCO	Streets	Professional Laundry Services	$133.40
ALSCO - Total For Streets			*$533.60*
ALSCO - ALL DEPARTMENTS			$1,082.75

ALTITUDE SIGNAL

ALTITUDE SIGNAL	Capital Projects Fund	School flasher time clock update	$9,680.00
ALTITUDE SIGNAL - Total For Capital Projects Fund			*$9,680.00*
ALTITUDE SIGNAL	Risk Management	Solar panel, base assembly, pole collar	$459.92
ALTITUDE SIGNAL - Total For Risk Management			*$459.92*
ALTITUDE SIGNAL - ALL DEPARTMENTS			$10,139.92

AMAZON.COM 169TU24U0

AMAZON.COM 169TU24U0	City Attorney	Book: Legal Guide for the Visual Artist	$31.45
AMAZON.COM 169TU24U0 - Total For City Attorney			*$31.45*
AMAZON.COM 169TU24U0 - ALL DEPARTMENTS			$31.45

AMAZON.COM 1O09L5021

AMAZON.COM 1O09L5021	Police Career Services	BOOK STORES	$151.00
AMAZON.COM 1O09L5021 - Total For Police Career Services			*$151.00*
AMAZON.COM 1O09L5021 - ALL DEPARTMENTS			$151.00

AMAZON.COM 1O8FA7FI0

AMAZON.COM 1O8FA7FI0	Refuse - Commercial	TRUCK BARN TRAINING MONITOR	$52.81
AMAZON.COM 1O8FA7FI0 - Total For Refuse - Commercial			*$52.81*
AMAZON.COM 1O8FA7FI0 - ALL DEPARTMENTS			$52.81

AMAZON.COM 1Q0L82QY0

AMAZON.COM 1Q0L82QY0	City Attorney	Beginner's Guide to Labor Arbitration: Tips a	$20.99
AMAZON.COM 1Q0L82QY0 - Total For City Attorney			*$20.99*
AMAZON.COM 1Q0L82QY0 - ALL DEPARTMENTS			$20.99

AMAZON.COM 1Q44K39D2

AMAZON.COM 1Q44K39D2	City Attorney	Labor & Employment Arbitration Book	$94.45
AMAZON.COM 1Q44K39D2 - Total For City Attorney			*$94.45*
AMAZON.COM 1Q44K39D2 - ALL DEPARTMENTS			$94.45

AMAZON.COM 1Q7ZN12I2

AMAZON.COM 1Q7ZN12I2	Aquatics - Pool Classes	Card Stock for Swim Lesson Report Cards	$34.98
AMAZON.COM 1Q7ZN12I2 - Total For Aquatics - Pool Classes			*$34.98*
AMAZON.COM 1Q7ZN12I2 - ALL DEPARTMENTS			$34.98

AMAZON.COM 1Q9DF6KN0

AMAZON.COM 1Q9DF6KN0	City Attorney	BOOK: Judicial Decision Making in Interest Ar	$10.45
AMAZON.COM 1Q9DF6KN0 - Total For City Attorney			*$10.45*
AMAZON.COM 1Q9DF6KN0 - ALL DEPARTMENTS			$10.45

AMAZON.COM 1Q9K91DU0

AMAZON.COM 1Q9K91DU0	Aquatics - Operations	Printer Cartridge for Aquatics Printer	$94.88
AMAZON.COM 1Q9K91DU0 - Total For Aquatics - Operations			*$94.88*
AMAZON.COM 1Q9K91DU0 - ALL DEPARTMENTS			$94.88

AMAZON.COM 1Z4NT1DJ1

AMAZON.COM 1Z4NT1DJ1	Information Services	BOOK STORES	$56.99
AMAZON.COM 1Z4NT1DJ1 - Total For Information Services			*$56.99*
AMAZON.COM 1Z4NT1DJ1 - ALL DEPARTMENTS			$56.99

AMERIGAS - CASPER

AMERIGAS - CASPER	Balefill - Diversion & Special	Propane	$217.84
AMERIGAS - CASPER - Total For Balefill - Diversion & Special			*$217.84*
AMERIGAS - CASPER - ALL DEPARTMENTS			$217.84

AMERI-TECH EQUIPMENT

AMERI-TECH EQUIPMENT	Fleet Maintenance Fund	Equipment repair	$1,473.00
AMERI-TECH EQUIPMENT	Fleet Maintenance Fund	Equipment repair	$699.19
AMERI-TECH EQUIPMENT	Fleet Maintenance Fund	Equipment repair	$225.00
AMERI-TECH EQUIPMENT - Total For Fleet Maintenance Fund			*$2,397.19*
AMERI-TECH EQUIPMENT	Refuse - Commercial	Compactor Diaper Tarp	$624.00
AMERI-TECH EQUIPMENT - Total For Refuse - Commercial			*$624.00*
AMERI-TECH EQUIPMENT	Refuse - Residential	Ladders	$774.12
AMERI-TECH EQUIPMENT - Total For Refuse - Residential			*$774.12*
AMERI-TECH EQUIPMENT - ALL DEPARTMENTS			$3,795.31

AMZN Mktp US

AMZN Mktp US	Aquatics - Operations	Nose Clips	$19.97
AMZN Mktp US	Aquatics - Operations	New Drains Covers	$108.70
AMZN Mktp US	Aquatics - Operations	Rcpt machine rolls	$13.95
AMZN Mktp US	Aquatics - Operations	New Table Runner for Job Fairs	$37.98
AMZN Mktp US	Aquatics - Operations	Sun Glasses for Swag at Job Fairs	$110.93
AMZN Mktp US - Total For Aquatics - Operations			*$291.53*
AMZN Mktp US	Aquatics - Pool	New Spray cannons for Cleaning Outdoor Fac	$137.95
AMZN Mktp US - Total For Aquatics - Pool			*$137.95*
AMZN Mktp US	Balefill - Disposal & Landfill	MINI TRASH CANS	$47.96
AMZN Mktp US - Total For Balefill - Disposal & Landfill			*$47.96*
AMZN Mktp US	Balefill - Diversion & Special	REFUND FOR LATE SHIPPING	($3.69)
AMZN Mktp US - Total For Balefill - Diversion & Special			*($3.69)*
AMZN Mktp US	Fleet Maintenance Fund	PEG HOOKS (50)	$23.80
AMZN Mktp US	Fleet Maintenance Fund	LABEL MAKER TAPE - NAPA	$26.99
AMZN Mktp US - Total For Fleet Maintenance Fund			*$50.79*
AMZN Mktp US	Ice Arena - Operations	Rcpt machine rolls	$13.95
AMZN Mktp US - Total For Ice Arena - Operations			*$13.95*
AMZN Mktp US	Police Administration	BOOK STORES	$114.44
AMZN Mktp US	Police Administration	BOOK STORES	$41.64
AMZN Mktp US	Police Administration	BOOK STORES	$192.00
AMZN Mktp US - Total For Police Administration			*$348.08*
AMZN Mktp US	Police Investigations	BOOK STORES	$143.97

AMZN Mktp US - Total For Police Investigations			*$143.97*
AMZN Mktp US	Public Transit - Operations	General supplies and materials - seat belt cut	$55.90
AMZN Mktp US - Total For Public Transit - Operations			*$55.90*
AMZN Mktp US	Rec Center - Admin	Rcpt machine rolls	$13.95
AMZN Mktp US - Total For Rec Center - Admin			*$13.95*
AMZN Mktp US	Rec Center - Classes	Summer Camp Supplies	$39.45
AMZN Mktp US	Rec Center - Classes	Summer Camp Supplies including beads, stri	$656.05
AMZN Mktp US - Total For Rec Center - Classes			*$695.50*
AMZN Mktp US	Rec Center - Operations	Rcpt machine rolls	$13.95
AMZN Mktp US - Total For Rec Center - Operations			*$13.95*
AMZN Mktp US	Rec Center - Sports Programs	Rcpt machine rolls	$13.95
AMZN Mktp US - Total For Rec Center - Sports Programs			*$13.95*
AMZN Mktp US	Refuse - Commercial	CREDIT FOR LATE SHIPPING	($2.30)
AMZN Mktp US - Total For Refuse - Commercial			*($2.30)*
AMZN Mktp US	Water Distribution	Desk mats, coffee filters	$345.64
AMZN Mktp US - Total For Water Distribution			*$345.64*
AMZN Mktp US	Water Meters	Meter Services curb box lock boxes	$54.92
AMZN Mktp US - Total For Water Meters			*$54.92*
AMZN Mktp US - ALL DEPARTMENTS			$2,222.05

APPLE COMPUTER, INC.

APPLE COMPUTER, INC.	Fire-EMS Administration	iCloud Storage	$0.99
APPLE COMPUTER, INC. - Total For Fire-EMS Administration			*$0.99*
APPLE COMPUTER, INC. - ALL DEPARTMENTS			$0.99

ARCADIA PUBLISHING

ARCADIA PUBLISHING	General Fund Revenue	Books for resale in museum store	$192.60
ARCADIA PUBLISHING	General Fund Revenue	Books for resale in museum store	$105.56
ARCADIA PUBLISHING - Total For General Fund Revenue			*$298.16*
ARCADIA PUBLISHING - ALL DEPARTMENTS			$298.16

AT & T CORP

AT & T CORP	Code Enforcement	Acct #287306924077	$147.52

AT & T CORP	Code Enforcement	Acct #287298906028	$433.04
AT & T CORP - Total For Code Enforcement			*$580.56*
AT & T CORP	Metro Animal Control	Acct #287279602134	$479.88
AT & T CORP - Total For Metro Animal Control			*$479.88*
AT & T CORP	Parks - Parks Maint.	Acct #287306924077	$368.80
AT & T CORP - Total For Parks - Parks Maint.			*$368.80*
AT & T CORP	Police Administration	Acct #287279602134	$33,285.31
AT & T CORP - Total For Police Administration			*$33,285.31*
AT & T CORP	Public Transit - CARES Act	Acct #287306431868	$291.16
AT & T CORP - Total For Public Transit - CARES Act			*$291.16*
AT & T CORP	Sewer Wastewater Collection	Acct #287306924077	$73.76
AT & T CORP - Total For Sewer Wastewater Collection			*$73.76*
AT & T CORP	Streets	Acct #287306924077	$590.08
AT & T CORP - Total For Streets			*$590.08*
AT & T CORP	Water Distribution	Acct #287306924077	$184.40
AT & T CORP - Total For Water Distribution			*$184.40*
AT & T CORP - ALL DEPARTMENTS			$35,853.95

AT&T 051221271100

AT&T	051221271100	Public Safety Communication	TELECOMMUNICATION SERV.INCLUD. LOCAL	$162.04
AT&T 051221271100 - Total For Public Safety Communications				*$162.04*
AT&T 051221271100 - ALL DEPARTMENTS				$162.04

ATLANTIC ELECTRIC, I

ATLANTIC ELECTRIC, I	Capital Projects Fund	Cottonwood School flasher update	$9,620.00
ATLANTIC ELECTRIC, I	Capital Projects Fund	Cresthill School flasher upgrade	$17,000.00
ATLANTIC ELECTRIC, I	Capital Projects Fund	KW/ Woods school flasher update	$18,641.00
ATLANTIC ELECTRIC, I	Capital Projects Fund	Beverly St school zone flasher and PED updat	$22,850.00
ATLANTIC ELECTRIC, I - Total For Capital Projects Fund			*$68,111.00*
ATLANTIC ELECTRIC, I	Traffic Control	LED upgrade of Rails to Trails	$7,475.00
ATLANTIC ELECTRIC, I - Total For Traffic Control			*$7,475.00*
ATLANTIC ELECTRIC, I - ALL DEPARTMENTS			$75,586.00

ATLAS OFFICE PRODUCT

ATLAS OFFICE PRODUCT	City Attorney	Office supplies	$3.18
ATLAS OFFICE PRODUCT	City Attorney	Office supplies	$87.34
ATLAS OFFICE PRODUCT - Total For City Attorney			*$90.52*
ATLAS OFFICE PRODUCT	City Clerk	COMMERCIAL EQUIPMENT, NOT ELSEWHER	$72.81
ATLAS OFFICE PRODUCT	City Clerk	COMMERCIAL EQUIPMENT, NOT ELSEWHER	$65.88
ATLAS OFFICE PRODUCT - Total For City Clerk			*$138.69*
ATLAS OFFICE PRODUCT	Code Enforcement	Office supplies	$52.89
ATLAS OFFICE PRODUCT - Total For Code Enforcement			*$52.89*
ATLAS OFFICE PRODUCT	Customer Service	SAFETY SUPPLIES	$25.82
ATLAS OFFICE PRODUCT	Customer Service	PRINTER TONER/CARTRIDGES	$185.20
ATLAS OFFICE PRODUCT	Customer Service	COPY PAPER	$59.18
ATLAS OFFICE PRODUCT	Customer Service	FILE FOLDERS WIRELESS MOUSE	$54.07
ATLAS OFFICE PRODUCT	Customer Service	TONER CARTRIDGE	$179.70
ATLAS OFFICE PRODUCT	Customer Service	TONER CRTDG	$168.75
ATLAS OFFICE PRODUCT	Customer Service	COFFEE	$8.27
ATLAS OFFICE PRODUCT - Total For Customer Service			*$680.99*
ATLAS OFFICE PRODUCT	Finance	COPY PAPER	$59.18
ATLAS OFFICE PRODUCT	Finance	COFFEE	$8.27
ATLAS OFFICE PRODUCT	Finance	TONER CRTDG	$170.79
ATLAS OFFICE PRODUCT	Finance	PRINTER TONER/CARTRIDGES	$72.88
ATLAS OFFICE PRODUCT - Total For Finance			*$311.12*
ATLAS OFFICE PRODUCT	Health Insurance Fund	PRINTER TONER/CARTRIDGES	$72.87
ATLAS OFFICE PRODUCT	Health Insurance Fund	COFFEE	$8.27
ATLAS OFFICE PRODUCT	Health Insurance Fund	COPY PAPER	$59.18
ATLAS OFFICE PRODUCT - Total For Health Insurance Fund			*$140.32*
ATLAS OFFICE PRODUCT	Human Resources	COPY PAPER	$59.20
ATLAS OFFICE PRODUCT	Human Resources	PRINTER TONER/CARTRIDGES	$72.87
ATLAS OFFICE PRODUCT	Human Resources	COFFEE	$8.29
ATLAS OFFICE PRODUCT - Total For Human Resources			*$140.36*
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	$179.06
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	$105.70
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	$76.52
ATLAS OFFICE PRODUCT - Total For Metro Animal Shelter			*$361.28*
ATLAS OFFICE PRODUCT	Municipal Court	Office supplies	$198.83

ATLAS OFFICE PRODUCT - Total For Municipal Court			*$198.83*
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	$22.99
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	$411.12
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	$268.30
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	$21.00
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	$179.95
ATLAS OFFICE PRODUCT - Total For Police Administration			*$903.36*
ATLAS OFFICE PRODUCT	Police Investigations	Office supplies	$891.84
ATLAS OFFICE PRODUCT - Total For Police Investigations			*$891.84*
ATLAS OFFICE PRODUCT	Public Transit - Operations	Office supplies	$219.10
ATLAS OFFICE PRODUCT - Total For Public Transit - Operations			*$219.10*
ATLAS OFFICE PRODUCT	Refuse - Recycling	Office supplies	$114.75
ATLAS OFFICE PRODUCT - Total For Refuse - Recycling			*$114.75*
ATLAS OFFICE PRODUCT	Refuse - Residential	Office supplies	$47.51
ATLAS OFFICE PRODUCT - Total For Refuse - Residential			*$47.51*
ATLAS OFFICE PRODUCT	Regional Water Operations	Office Supplies; New Stapler	$27.83
ATLAS OFFICE PRODUCT	Regional Water Operations	Office Supplies: Ink Pads, Kleenex, Batteries,	$1,469.99
ATLAS OFFICE PRODUCT - Total For Regional Water Operations			*$1,497.82*
ATLAS OFFICE PRODUCT	Risk Management	COPY PAPER	$59.18
ATLAS OFFICE PRODUCT	Risk Management	COFFEE	$8.27
ATLAS OFFICE PRODUCT	Risk Management	PRINTER TONER/CARTRIDGES	$72.88
ATLAS OFFICE PRODUCT - Total For Risk Management			*$140.33*
ATLAS OFFICE PRODUCT - ALL DEPARTMENTS			$5,929.71

ATLAS REPRODUCTION

ATLAS REPRODUCTION	Planning	Printing / laminating service	$63.00
ATLAS REPRODUCTION - Total For Planning			*$63.00*
ATLAS REPRODUCTION	Regional Water Operations	Copy / Printing Services	$147.75
ATLAS REPRODUCTION - Total For Regional Water Operations			*$147.75*
ATLAS REPRODUCTION - ALL DEPARTMENTS			$210.75

ATLAS REPRODUCTION I

ATLAS REPRODUCTION I	City Attorney	Print Documents for the Fire Arbitration	$166.26
ATLAS REPRODUCTION I - Total For City Attorney			*$166.26*

ATLAS REPRODUCTION I - ALL DEPARTMENTS			$166.26

ATT BILL PAYMENT

ATT BILL PAYMENT	Regional Water Operations	Service to Tablet - First Net	$40.04
ATT BILL PAYMENT - Total For Regional Water Operations			*$40.04*
ATT BILL PAYMENT - ALL DEPARTMENTS			$40.04

B B RUBBER STAMP SH

B B RUBBER STAMP SH	Municipal Court	Court Stamps	$119.80
B B RUBBER STAMP SH - Total For Municipal Court			*$119.80*
B B RUBBER STAMP SH - ALL DEPARTMENTS			$119.80

B&B RUBBER STAMP

B&B RUBBER STAMP	Customer Service	PERJURY STAMP	$30.95
B&B RUBBER STAMP - Total For Customer Service			*$30.95*
B&B RUBBER STAMP - ALL DEPARTMENTS			$30.95

B&B VALLEY SCALE SER

B&B VALLEY SCALE SER	Balefill - Disposal & Landfill	Contract labor & truck/equipment	$1,350.00
B&B VALLEY SCALE SER	Balefill - Disposal & Landfill	Exit scale display	$1,600.00
B&B VALLEY SCALE SER - Total For Balefill - Disposal & Landfill			*$2,950.00*
B&B VALLEY SCALE SER - ALL DEPARTMENTS			$2,950.00

BACKFLOW APPARATUS &

BACKFLOW APPARATUS &	Buildings & Structures Fund	Backflow repair parts for multiple facilities	$2,188.00
BACKFLOW APPARATUS & - Total For Buildings & Structures Fund			*$2,188.00*
BACKFLOW APPARATUS &	Capital Projects Fund	Backflow repair supplies - BAVCO	$483.60
BACKFLOW APPARATUS & - Total For Capital Projects Fund			*$483.60*
BACKFLOW APPARATUS & - ALL DEPARTMENTS			$2,671.60

BAILEY'S ACE HARDWAR

BAILEY'S ACE HARDWAR	Balefill - Baler Processing	Extension cords & cleaning supplies	$40.34
BAILEY'S ACE HARDWAR - Total For Balefill - Baler Processing			*$40.34*
BAILEY'S ACE HARDWAR - ALL DEPARTMENTS			$40.34

BAILEYS ACE HDWE

BAILEYS ACE HDWE	Aquatics - Operations	Cleaning Supplies for the CFAC	$33.97
BAILEYS ACE HDWE	Aquatics - Operations	New Shower Head for Family Change Room	$43.97
BAILEYS ACE HDWE - Total For Aquatics - Operations			*$77.94*
BAILEYS ACE HDWE	Buildings & Structures Fund	HVAC PM Supplies for Service Center - Bailey	$7.79
BAILEYS ACE HDWE	Buildings & Structures Fund	HVAC PM Supplies for Metro - Baileys	$2.10
BAILEYS ACE HDWE	Buildings & Structures Fund	Repair supplies for Service Center - Baileys A	$12.18
BAILEYS ACE HDWE - Total For Buildings & Structures Fund			*$22.07*
BAILEYS ACE HDWE	Ice Arena - Operations	CUSTODIAL - SINK DRANO	$19.98
BAILEYS ACE HDWE - Total For Ice Arena - Operations			*$19.98*
BAILEYS ACE HDWE	Rec Center - Sports Programs	Zip Ties	$32.94
BAILEYS ACE HDWE - Total For Rec Center - Sports Programs			*$32.94*
BAILEYS ACE HDWE	Sewer Stormwater	gabion basket repair parts	$3.79
BAILEYS ACE HDWE	Sewer Stormwater	gabion basket repair parts	$13.99
BAILEYS ACE HDWE - Total For Sewer Stormwater			*$17.78*
BAILEYS ACE HDWE	Weed & Pest Fund	HARDWARE STORES pipe fitting for sprayer n	$9.59
BAILEYS ACE HDWE - Total For Weed & Pest Fund			*$9.59*
BAILEYS ACE HDWE	WWTP Operations	Extension cords	$76.98
BAILEYS ACE HDWE	WWTP Operations	Cleaning supplies	$34.33
BAILEYS ACE HDWE - Total For WWTP Operations			*$111.31*
BAILEYS ACE HDWE - ALL DEPARTMENTS			$291.61

BARGREEN WYOMING

BARGREEN WYOMING	Fire-EMS Operations	Supplies for Station 1	$480.58
BARGREEN WYOMING	Fire-EMS Operations	Station Supplies	$89.74
BARGREEN WYOMING	Fire-EMS Operations	Station Supplies	$97.50
BARGREEN WYOMING - Total For Fire-EMS Operations			*$667.82*
BARGREEN WYOMING - ALL DEPARTMENTS			$667.82

BEACON ATHLETICS

BEACON ATHLETICS	Rec Center - Sports Programs	Credit from Beacon Athletics	($147.35)
BEACON ATHLETICS	Rec Center - Sports Programs	Misc. Athletic Supplies for baseball fields	$989.05
BEACON ATHLETICS - Total For Rec Center - Sports Programs			*$841.70*
BEACON ATHLETICS - ALL DEPARTMENTS			$841.70

BED BATH & BEYOND

BED BATH & BEYOND	Balefill - Disposal & Landfill	JANITORIAL SUPPLIES	$112.76
BED BATH & BEYOND - Total For Balefill - Disposal & Landfill			*$112.76*
BED BATH & BEYOND - ALL DEPARTMENTS			$112.76

BERLITZ 274

BERLITZ 274	Police Administration	SCHOOLS AND EDUCATIONAL SERVICES NOT	$110.00
BERLITZ 274 - Total For Police Administration			*$110.00*
BERLITZ 274 - ALL DEPARTMENTS			$110.00

BEST BUY

BEST BUY	Fire-EMS Operations	washer and dryer for St. 6	$1,256.96
BEST BUY - Total For Fire-EMS Operations			*$1,256.96*
BEST BUY - ALL DEPARTMENTS			$1,256.96

BIG D #31

BIG D #31	Fire-EMS Training	Fuel for travel to Cheyenne	$56.34
BIG D #31 - Total For Fire-EMS Training			*$56.34*
BIG D #31	Police Administration	SERVICE STATIONS	$50.00
BIG D #31 - Total For Police Administration			*$50.00*
BIG D #31 - ALL DEPARTMENTS			$106.34

BIG D #53

BIG D #53	Police Administration	AUTOMATED FUEL DISPENSERS	$74.55
BIG D #53 - Total For Police Administration			*$74.55*

BIG D #53 - ALL DEPARTMENTS			$74.55

BLACK HILLS ENERGY

BLACK HILLS ENERGY	Aquatics - Operations	Acct #7584 6122 74	$8,227.71
BLACK HILLS ENERGY - Total For Aquatics - Operations			*$8,227.71*
BLACK HILLS ENERGY	Aquatics - Pool	Acct #9723 1947 06	$357.00
BLACK HILLS ENERGY - Total For Aquatics - Pool			*$357.00*
BLACK HILLS ENERGY	Rec Center - Operations	Acct #4400 2150 46	$2,205.27
BLACK HILLS ENERGY - Total For Rec Center - Operations			*$2,205.27*
BLACK HILLS ENERGY	Regional Water Operations	Acct #7513 1659 94	$5,347.95
BLACK HILLS ENERGY - Total For Regional Water Operations			*$5,347.95*
BLACK HILLS ENERGY - ALL DEPARTMENTS			$16,137.93

BLAKEMAN PROPANE

BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane	$339.17
BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane	$312.82
BLAKEMAN PROPANE - Total For Balefill - Disposal & Landfill			*$651.99*
BLAKEMAN PROPANE - ALL DEPARTMENTS			$651.99

BLOEDORN LUMBER CO

BLOEDORN LUMBER CO	Buildings & Structures Fund	BAS Shop Supplies - Bloedorn	$20.69
BLOEDORN LUMBER CO	Buildings & Structures Fund	Paint supplies for Fire 1 - Bloedorn	$11.33
BLOEDORN LUMBER CO	Buildings & Structures Fund	Repair supplies for Metro - Bloedorn	$1.34
BLOEDORN LUMBER CO	Buildings & Structures Fund	Repair supplies for Fire 1 - Bloedorn	$6.08
BLOEDORN LUMBER CO - Total For Buildings & Structures Fund			*$39.44*
BLOEDORN LUMBER CO - ALL DEPARTMENTS			$39.44

BOMBSHELLS FUQUA

BOMBSHELLS FUQUA	Fire-EMS Training	Meal for Barager, Stafford, and mason wile a	$80.97
BOMBSHELLS FUQUA - Total For Fire-EMS Training			*$80.97*
BOMBSHELLS FUQUA - ALL DEPARTMENTS			$80.97

BOSCOS ITALIAN RESTA

BOSCOS ITALIAN RESTA	Police Grants Fund	EATING PLACES, RESTAURANTS	$127.44
BOSCOS ITALIAN RESTA - Total For Police Grants Fund			*$127.44*
BOSCOS ITALIAN RESTA - ALL DEPARTMENTS			$127.44

BRENNTAG PACIFIC, IN

BRENNTAG PACIFIC, IN	Regional Water Operations	Ferric Chloride - Bulk Chemicals - Brenntag	$13,296.00
BRENNTAG PACIFIC, IN	Regional Water Operations	Ammonium Hydroxide - Brenntag - Chemical	$15,935.20
BRENNTAG PACIFIC, IN - Total For Regional Water Operations			*$29,231.20*
BRENNTAG PACIFIC, IN - ALL DEPARTMENTS			$29,231.20

BRIDGEPAY NETWORK SO

BRIDGEPAY NETWORK SO	City Clerk	ENERGOV CREDIT CARD FEES	$9.37
BRIDGEPAY NETWORK SO	City Clerk	ENRGOV CREDIT CARD FEES	$10.23
BRIDGEPAY NETWORK SO - Total For City Clerk			*$19.60*
BRIDGEPAY NETWORK SO	Code Enforcement	ENRGOV CREDIT CARD FEES	$10.24
BRIDGEPAY NETWORK SO	Code Enforcement	CREDIT CARD FEES	$14.30
BRIDGEPAY NETWORK SO	Code Enforcement	ENERGOV CREDIT CARD FEES	$9.37
BRIDGEPAY NETWORK SO - Total For Code Enforcement			*$33.91*
BRIDGEPAY NETWORK SO	Engineering	ENERGOV CREDIT CARD FEES	$9.36
BRIDGEPAY NETWORK SO	Engineering	ENRGOV CREDIT CARD FEES	$10.23
BRIDGEPAY NETWORK SO - Total For Engineering			*$19.59*
BRIDGEPAY NETWORK SO	Metro Animal Shelter	CREDIT CARD FEES	$14.30
BRIDGEPAY NETWORK SO - Total For Metro Animal Shelter			*$14.30*
BRIDGEPAY NETWORK SO - ALL DEPARTMENTS			$87.40

BUDGET RENT A CAR

BUDGET RENT A CAR	Police Career Services	BUDGET RENT-A-CAR	$37.97
BUDGET RENT A CAR - Total For Police Career Services			*$37.97*
BUDGET RENT A CAR - ALL DEPARTMENTS			$37.97

BUILDING SYSTEMS LLC

BUILDING SYSTEMS LLC	Capital Projects Fund	Aquatic Center Roof Decking Da	$9,348.36
BUILDING SYSTEMS LLC - Total For Capital Projects Fund			*$9,348.36*
BUILDING SYSTEMS LLC - ALL DEPARTMENTS			$9,348.36

buildingcodemasters.

buildingcodemasters.	Code Enforcement	MISCELLANEOUS GENERAL MERCHANDISE S	$75.00
buildingcodemasters. - Total For Code Enforcement			*$75.00*
buildingcodemasters. - ALL DEPARTMENTS			$75.00

BURBACKS

BURBACKS	Capital Projects Fund	Startup supplies for FOD - Burbacks	$155.81
BURBACKS - Total For Capital Projects Fund			*$155.81*
BURBACKS - ALL DEPARTMENTS			$155.81

BUSH-WELLS SPORTING

BUSH-WELLS SPORTING	Rec Center - Sports Programs	Base Anchors	$234.00
BUSH-WELLS SPORTING - Total For Rec Center - Sports Programs			*$234.00*
BUSH-WELLS SPORTING - ALL DEPARTMENTS			$234.00

CASPER AMATEUR HOCKE

CASPER AMATEUR HOCKE	Social Community Services	Referee travel expenses - 2021/2022 season	$1,250.00
CASPER AMATEUR HOCKE - Total For Social Community Services			*$1,250.00*
CASPER AMATEUR HOCKE - ALL DEPARTMENTS			$1,250.00

CASPER AREA COMMUNIT

CASPER AREA COMMUNIT	Planning	BUSINESS SERVICES NOT ELSEWHERE CLASSI	$185.00
CASPER AREA COMMUNIT - Total For Planning			*$185.00*
CASPER AREA COMMUNIT - ALL DEPARTMENTS			$185.00

CASPER COLLEGE

CASPER COLLEGE	Balefill - Disposal & Landfill	ADMIN TRAINING	$125.00

CASPER COLLEGE	Balefill - Disposal & Landfill	ADMIN TRAINING	$125.00
CASPER COLLEGE - Total For Balefill - Disposal & Landfill			*$250.00*
CASPER COLLEGE	Human Resources	Administrative Professionals Day 2022 Class	$125.00
CASPER COLLEGE - Total For Human Resources			*$125.00*
CASPER COLLEGE	Metro Animal Shelter	Admin Professionals Day 2022 Class	$125.00
CASPER COLLEGE - Total For Metro Animal Shelter			*$125.00*
CASPER COLLEGE	Parks - Parks Maint.	Training	$125.00
CASPER COLLEGE - Total For Parks - Parks Maint.			*$125.00*
CASPER COLLEGE	Police Career Services	COLLEGES, UNIVERSITIES, PROFESSIONAL SC	$125.00
CASPER COLLEGE	Police Career Services	Admin Professionals Day 2022 Class	$125.00
CASPER COLLEGE - Total For Police Career Services			*$250.00*
CASPER COLLEGE	Regional Water Operations	Administrative Professionals Day Training Re	$125.00
CASPER COLLEGE - Total For Regional Water Operations			*$125.00*
CASPER COLLEGE	WWTP Operations	ADMIN PRO DAY	$125.00
CASPER COLLEGE - Total For WWTP Operations			*$125.00*
CASPER COLLEGE - ALL DEPARTMENTS			$1,125.00

CASPER MARINE

CASPER MARINE	Water Distribution	HANDLE FOR CONCRETE BUGGY	$17.89
CASPER MARINE - Total For Water Distribution			*$17.89*
CASPER MARINE - ALL DEPARTMENTS			$17.89

CASPER STAR TRIBUNE

CASPER STAR TRIBUNE	Aquatics - Operations	SPONSORSHIPS AND NAMING RIGHTS RFP A	$41.68
CASPER STAR TRIBUNE - Total For Aquatics - Operations			*$41.68*
CASPER STAR TRIBUNE	Ft. Caspar Museum	SPONSORSHIPS AND NAMING RIGHTS RFP A	$41.68
CASPER STAR TRIBUNE - Total For Ft. Caspar Museum			*$41.68*
CASPER STAR TRIBUNE	Ice Arena - Operations	SPONSORSHIPS AND NAMING RIGHTS RFP A	$41.68
CASPER STAR TRIBUNE - Total For Ice Arena - Operations			*$41.68*
CASPER STAR TRIBUNE	Rec Center - Operations	SPONSORSHIPS AND NAMING RIGHTS RFP A	$41.68
CASPER STAR TRIBUNE - Total For Rec Center - Operations			*$41.68*
CASPER STAR TRIBUNE - ALL DEPARTMENTS			$166.72

CASPER STAR-TRIBUNE,

CASPER STAR-TRIBUNE,	Metropolitan Planning Org	Advertising-Public Meeting	$548.00
CASPER STAR-TRIBUNE, - Total For Metropolitan Planning Org			*$548.00*
CASPER STAR-TRIBUNE, - ALL DEPARTMENTS			$548.00

CASPER TIRE

CASPER TIRE	Balefill - Disposal & Landfill	Flat repair	$40.00
CASPER TIRE - Total For Balefill - Disposal & Landfill			*$40.00*
CASPER TIRE	Fleet Maintenance Fund	Tire switch & balance	$100.00
CASPER TIRE - Total For Fleet Maintenance Fund			*$100.00*
CASPER TIRE	Refuse - Residential	Flat repair	$55.00
CASPER TIRE	Refuse - Residential	Semi wheel switches	$100.00
CASPER TIRE	Refuse - Residential	Flat repair	$45.00
CASPER TIRE - Total For Refuse - Residential			*$200.00*
CASPER TIRE - ALL DEPARTMENTS			$340.00

CASPER WINNELSON CO

CASPER WINNELSON CO	Aquatics - Pool	Plug for Toilets at Mike Sedar Pool	$10.74
CASPER WINNELSON CO - Total For Aquatics - Pool			*$10.74*
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Fire Station 1 -	$80.84
CASPER WINNELSON CO	Buildings & Structures Fund	Repair supplies for 2nd & Beech Fountain -	$916.72
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Fire Station 1 -	$290.41
CASPER WINNELSON CO - Total For Buildings & Structures Fund			*$1,287.97*
CASPER WINNELSON CO	Capital Projects Fund	Startup supplies for FOD - Winnelson	$38.18
CASPER WINNELSON CO	Capital Projects Fund	Washington baseball startup supplies - Winn	$650.22
CASPER WINNELSON CO	Capital Projects Fund	Startup supplies for Lansing Field - Winnelso	$156.79
CASPER WINNELSON CO	Capital Projects Fund	Supplies to Startup FOD for Season - Winnels	$641.40
CASPER WINNELSON CO	Capital Projects Fund	Plumbing supplies for Parking Garage - Winn	$55.22
CASPER WINNELSON CO - Total For Capital Projects Fund			*$1,541.81*
CASPER WINNELSON CO	Parks - Parks Maint.	Highland Park pump replacement parts	$59.42
CASPER WINNELSON CO	Parks - Parks Maint.	Connector	$5.21
CASPER WINNELSON CO - Total For Parks - Parks Maint.			*$64.63*

CASPER WINNELSON CO - ALL DEPARTMENTS			$2,905.15

CASPER/NATRONA COUNT

CASPER/NATRONA COUNT	Police Career Services	AUTOMOBILE PARKING LOTS AND GARAGES	$35.00
CASPER/NATRONA COUNT - Total For Police Career Services			*$35.00*
CASPER/NATRONA COUNT - ALL DEPARTMENTS			$35.00

CENTRAL TRUCK & DIES

CENTRAL TRUCK & DIES	Fleet Maintenance Fund	Equipment repair	$5,452.52
CENTRAL TRUCK & DIES - Total For Fleet Maintenance Fund			*$5,452.52*
CENTRAL TRUCK & DIES - ALL DEPARTMENTS			$5,452.52

CENTRAL WY. REGIONAL

CENTRAL WY. REGIONAL	Water Administration	Wholesale Water - April 2022	$293,966.53
CENTRAL WY. REGIONAL - Total For Water Administration			*$293,966.53*
CENTRAL WY. REGIONAL	Water Revenue and Transfers	System investment charges - April 2022	$10,467.00
CENTRAL WY. REGIONAL - Total For Water Revenue and Transfers			*$10,467.00*
CENTRAL WY. REGIONAL - ALL DEPARTMENTS			$304,433.53

CENTURYLINK

CENTURYLINK	Balefill - Disposal & Landfill	Acct #307-265-4035 606B	$69.08
CENTURYLINK - Total For Balefill - Disposal & Landfill			*$69.08*
CENTURYLINK	Buildings & Structures Fund	Acct #307-265-0955 140B	$158.25
CENTURYLINK - Total For Buildings & Structures Fund			*$158.25*
CENTURYLINK	Ice Arena - Operations	Acct #307-235-7540 740B	$129.99
CENTURYLINK - Total For Ice Arena - Operations			*$129.99*
CENTURYLINK	Police Administration	Acct #P-307-111-5103 060M	$757.72
CENTURYLINK - Total For Police Administration			*$757.72*
CENTURYLINK	Public Safety Communication	Acct #P-307-111-5107 160M	$22,037.07
CENTURYLINK	Public Safety Communication	Acct #307-235-7592 537B	$375.88
CENTURYLINK	Public Safety Communication	Acct #P-307-632-4759 643M	$302.87
CENTURYLINK - Total For Public Safety Communications			*$22,715.82*
CENTURYLINK	Rec Center - Operations	Acct #P-307-111-5114 622M	$324.71

CENTURYLINK	Rec Center - Operations	Acct #P-307-111-5114 622M	$310.39
CENTURYLINK - Total For Rec Center - Operations			*$635.10*
CENTURYLINK - ALL DEPARTMENTS			$24,465.96

CHARTER COMMUNICATIO

CHARTER COMMUNICATIO	Public Safety Communication	CABLE, SATELLITE & OTHER PAY TV/RADIO S	$238.08
CHARTER COMMUNICATIO - Total For Public Safety Communications			*$238.08*
CHARTER COMMUNICATIO - ALL DEPARTMENTS			$238.08

CHEAPESTEES.COM

CHEAPESTEES.COM	Aquatics - Concessions	Cashier Shirts	$108.91
CHEAPESTEES.COM - Total For Aquatics - Concessions			*$108.91*
CHEAPESTEES.COM	Aquatics - Operations	New Guard Shirts	$648.43
CHEAPESTEES.COM	Aquatics - Operations	Manager Shirts	$315.20
CHEAPESTEES.COM	Aquatics - Operations	Cashier Shirts	$170.25
CHEAPESTEES.COM - Total For Aquatics - Operations			*$1,133.88*
CHEAPESTEES.COM	Rec Center - Classes	uniform staff CRC	$214.00
CHEAPESTEES.COM	Rec Center - Classes	CRC Staff Uniform	$586.00
CHEAPESTEES.COM - Total For Rec Center - Classes			*$800.00*
CHEAPESTEES.COM	Rec Center - Operations	uniform staff CRC	$55.00
CHEAPESTEES.COM - Total For Rec Center - Operations			*$55.00*
CHEAPESTEES.COM - ALL DEPARTMENTS			$2,097.79

CHEM AQUA

CHEM AQUA	Ice Arena - Operations	Chem Aqua - Water Treatment	$489.83
CHEM AQUA - Total For Ice Arena - Operations			*$489.83*
CHEM AQUA - ALL DEPARTMENTS			$489.83

CHICK-FIL-A

CHICK-FIL-A	Fire-EMS Training	Lunch for Barager, Stafford, and Mason whil	$30.62
CHICK-FIL-A - Total For Fire-EMS Training			*$30.62*
CHICK-FIL-A - ALL DEPARTMENTS			$30.62

CHUG CHUG GAS AND GO

CHUG CHUG GAS AND GO	Police Career Services	AUTOMATED FUEL DISPENSERS	$66.20
CHUG CHUG GAS AND GO - Total For Police Career Services			*$66.20*
CHUG CHUG GAS AND GO - ALL DEPARTMENTS			$66.20

CIRCLE K 09860

CIRCLE K 09860	Police Career Services	AUTOMATED FUEL DISPENSERS	$88.13
CIRCLE K 09860 - Total For Police Career Services			*$88.13*
CIRCLE K 09860 - ALL DEPARTMENTS			$88.13

CITIZEN PAYMENT

CITIZEN PAYMENT	Customer Service	Overpayment on invoice #602527	$554.37
CITIZEN PAYMENT - Total For Customer Service			*$554.37*
CITIZEN PAYMENT - ALL DEPARTMENTS			$554.37

CITY OF CASPER

CITY OF CASPER	Fire-EMS Operations	City of Casper Landfill pass	$20.00
CITY OF CASPER - Total For Fire-EMS Operations			*$20.00*
CITY OF CASPER	Hogadon - Operations	Public garbage baler	$20.00
CITY OF CASPER - Total For Hogadon - Operations			*$20.00*
CITY OF CASPER	Parks - Parks Maint.	Roll off pull fee	$265.00
CITY OF CASPER - Total For Parks - Parks Maint.			*$265.00*
CITY OF CASPER	Public Transit - Operations	Fuel / Workorder Charge - April 2022	$20,558.47
CITY OF CASPER	Public Transit - Operations	Fuel / Workorder Charge - April 2022	$19,548.55
CITY OF CASPER - Total For Public Transit - Operations			*$40,107.02*
CITY OF CASPER	Refuse - Residential	Garbage baler/park trash/recycle/street swe	$11,949.12
CITY OF CASPER	Refuse - Residential	Monthly balefill pass billing - April 2022	$54,340.00
CITY OF CASPER	Refuse - Residential	Street sweeping monthly fee	$2,266.00
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	$7,020.02
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	$6,927.68
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	$6,609.60
CITY OF CASPER	Refuse - Residential	Public garbage - baler, recycle cardboard	$517.32
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	$7,531.92

CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	$7,203.08
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard/newspaper	$7,073.48
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	$548.64
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	$8,072.46
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle newspaper / cardboar	$6,492.98
CITY OF CASPER - Total For Refuse - Residential			*$126,552.30*
CITY OF CASPER	WWTP Operations	Sump sludge / honey wagon	$322.38
CITY OF CASPER - Total For WWTP Operations			*$322.38*
CITY OF CASPER - ALL DEPARTMENTS			$167,286.70

CIVIL ENGINEERING PR

CIVIL ENGINEERING PR	Capital Projects Fund	I-25 and Casper Marginal Beaut	$2,047.50
CIVIL ENGINEERING PR - Total For Capital Projects Fund			*$2,047.50*
CIVIL ENGINEERING PR	Metropolitan Planning Org	Contract Withholding: 21300123	$1,999.51
CIVIL ENGINEERING PR - Total For Metropolitan Planning Org			*$1,999.51*
CIVIL ENGINEERING PR - ALL DEPARTMENTS			$4,047.01

CMI TECO, INC.

CMI TECO, INC.	Balefill - Disposal & Landfill	Windshield wiper repair	$180.11
CMI TECO, INC. - Total For Balefill - Disposal & Landfill			*$180.11*
CMI TECO, INC.	Refuse - Commercial	Equipment repair	$23,576.43
CMI TECO, INC.	Refuse - Commercial	Equipment repair	$2,284.89
CMI TECO, INC.	Refuse - Commercial	Bolts, washers, springs, nuts, clamps	$915.16
CMI TECO, INC. - Total For Refuse - Commercial			*$26,776.48*
CMI TECO, INC.	Refuse - Residential	Equipment repair	$1,332.09
CMI TECO, INC.	Refuse - Residential	Equipment repair	$4,939.22
CMI TECO, INC. - Total For Refuse - Residential			*$6,271.31*
CMI TECO, INC. - ALL DEPARTMENTS			$33,227.90

COASTAL CHEMICAL CO

COASTAL CHEMICAL CO	Regional Water Operations	Fuel	$102.44
COASTAL CHEMICAL CO	Regional Water Operations	Gas and Fuel - Multiple Invoices	$195.02
COASTAL CHEMICAL CO - Total For Regional Water Operations			*$297.46*

COASTAL CHEMICAL CO - ALL DEPARTMENTS			$297.46

COLORADO GOLF & TURF

COLORADO GOLF & TURF	Cemetery	Tool holder & rack	$243.53
COLORADO GOLF & TURF - Total For Cemetery			*$243.53*
COLORADO GOLF & TURF - ALL DEPARTMENTS			$243.53

COMMUNICATION TECHNO

COMMUNICATION TECHNO	Police Administration	Computer dock repair	$103.00
COMMUNICATION TECHNO - Total For Police Administration			*$103.00*
COMMUNICATION TECHNO	Public Transit - Operations	Handheld radio battery	$121.00
COMMUNICATION TECHNO - Total For Public Transit - Operations			*$121.00*
COMMUNICATION TECHNO	Weed & Pest Fund	Installation of radio & parts/materials	$282.40
COMMUNICATION TECHNO - Total For Weed & Pest Fund			*$282.40*
COMMUNICATION TECHNO - ALL DEPARTMENTS			$506.40

COMMUNITY RECREATION

COMMUNITY RECREATION	Rec Center	Active Net Credit Card & Transaction Process	$473.13
COMMUNITY RECREATION - Total For Rec Center			*$473.13*
COMMUNITY RECREATION - ALL DEPARTMENTS			$473.13

COMPRESSION LEASING

COMPRESSION LEASING	Balefill - Disposal & Landfill	Air compressor service & repair	$886.45
COMPRESSION LEASING - Total For Balefill - Disposal & Landfill			*$886.45*
COMPRESSION LEASING - ALL DEPARTMENTS			$886.45

CONOCO - MAXS CONOCO

CONOCO - MAXS CONOCO	Police Career Services	SERVICE STATIONS	$8.36
CONOCO - MAXS CONOCO - Total For Police Career Services			*$8.36*
CONOCO - MAXS CONOCO - ALL DEPARTMENTS			$8.36

CONOCO - STOP-N-GO

CONOCO - STOP-N-GO	Fire-EMS Operations	Fuel	$52.55
CONOCO - STOP-N-GO	Fire-EMS Operations	Fuel	$30.36
CONOCO - STOP-N-GO - Total For Fire-EMS Operations			*$82.91*
CONOCO - STOP-N-GO - ALL DEPARTMENTS			$82.91

CONVERGEONE

CONVERGEONE	Balefill - Disposal & Landfill	Software & hardware	$1,100.00
CONVERGEONE - Total For Balefill - Disposal & Landfill			*$1,100.00*
CONVERGEONE - ALL DEPARTMENTS			$1,100.00

COWBOY SUPPLY HOUSE

COWBOY SUPPLY HOUSE	Parks - Athletic Maint.	Lansing Field Bathroom Supplies	$822.74
COWBOY SUPPLY HOUSE - Total For Parks - Athletic Maint.			*$822.74*
COWBOY SUPPLY HOUSE	Rec Center - Operations	Arsenal super shine cleaner, Soap, trash bags	$406.45
COWBOY SUPPLY HOUSE - Total For Rec Center - Operations			*$406.45*
COWBOY SUPPLY HOUSE	Rec Center - Sports Programs	Air freshener and aerosol Refills for Lansing P	$113.74
COWBOY SUPPLY HOUSE - Total For Rec Center - Sports Programs			*$113.74*
COWBOY SUPPLY HOUSE - ALL DEPARTMENTS			$1,342.93

CPS DISTRIBUTORS

CPS DISTRIBUTORS	Buildings & Structures Fund	New ball float for Ice Arena - CPS Distributor	$77.98
CPS DISTRIBUTORS - Total For Buildings & Structures Fund			*$77.98*
CPS DISTRIBUTORS	Golf - Operations	3 - 2" PVC adapters	$7.25
CPS DISTRIBUTORS - Total For Golf - Operations			*$7.25*
CPS DISTRIBUTORS	Parks - Athletic Maint.	Solenoid and Irrigation Heads	$491.89
CPS DISTRIBUTORS - Total For Parks - Athletic Maint.			*$491.89*
CPS DISTRIBUTORS	Parks - Parks Maint.	Pump replacement parts for highland park	$744.14
CPS DISTRIBUTORS	Parks - Parks Maint.	Landscape staples	$114.30
CPS DISTRIBUTORS	Parks - Parks Maint.	Heads for stock	$940.73
CPS DISTRIBUTORS	Parks - Parks Maint.	Purple flags for locates	$41.31
CPS DISTRIBUTORS - Total For Parks - Parks Maint.			*$1,840.48*

CPS DISTRIBUTORS - ALL DEPARTMENTS			$2,417.60

CPU IIT

CPU IIT	Code Enforcement	Power Cord	$88.40
CPU IIT - Total For Code Enforcement			*$88.40*
CPU IIT	Municipal Court	Video Adapter	$74.85
CPU IIT - Total For Municipal Court			*$74.85*
CPU IIT - ALL DEPARTMENTS			$163.25

CRUM ELECTRIC SUPPLY

CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Lighting supplies for Baler Bldg - Crum	$177.32
CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Lighting Supplies for Fire 1 - Crum	$149.11
CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Lighting parts for Transit Office - Crum	$18.10
CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Lighting supplies for Solid Waste - Crum	$116.63
CRUM ELECTRIC SUPPLY - Total For Buildings & Structures Fund			*$461.16*
CRUM ELECTRIC SUPPLY	Water Tanks	Mtn Rd Booster pump parts	$45.56
CRUM ELECTRIC SUPPLY - Total For Water Tanks			*$45.56*
CRUM ELECTRIC SUPPLY	WWTP Regional Interceptors	Soft start for BN#2 pump #1	$3,115.00
CRUM ELECTRIC SUPPLY - Total For WWTP Regional Interceptors			*$3,115.00*
CRUM ELECTRIC SUPPLY - ALL DEPARTMENTS			$3,621.72

DANA KEPNER COMPANY

DANA KEPNER COMPANY	Parks - Parks Maint.	Curb stop keys	$87.74
DANA KEPNER COMPANY - Total For Parks - Parks Maint.			*$87.74*
DANA KEPNER COMPANY	Water Distribution	Inventory coupling	$952.53
DANA KEPNER COMPANY - Total For Water Distribution			*$952.53*
DANA KEPNER COMPANY - ALL DEPARTMENTS			$1,040.27

DAVIDSON FIXED INCOM

DAVIDSON FIXED INCOM	General Fund Revenue	Investments	$2,903.77
DAVIDSON FIXED INCOM - Total For General Fund Revenue			*$2,903.77*
DAVIDSON FIXED INCOM - ALL DEPARTMENTS			$2,903.77

DAVIS INSTRUMENTS

DAVIS INSTRUMENTS	Hogadon - Operations	Weather stations	$47.40
DAVIS INSTRUMENTS - Total For Hogadon - Operations			*$47.40*
DAVIS INSTRUMENTS - ALL DEPARTMENTS			$47.40

DAYS INNS/DAYSTOP

DAYS INNS/DAYSTOP	Police State Grants	DAYS INNS	($6.00)
DAYS INNS/DAYSTOP	Police State Grants	DAYS INNS	$60.00
DAYS INNS/DAYSTOP	Police State Grants	DAYS INNS	$120.00
DAYS INNS/DAYSTOP - Total For Police State Grants			*$174.00*
DAYS INNS/DAYSTOP - ALL DEPARTMENTS			$174.00

DBC IRRIGATION SUPPL

DBC IRRIGATION SUPPL	Fire-EMS Operations	Fertilizer for St. 6	$80.29
DBC IRRIGATION SUPPL - Total For Fire-EMS Operations			*$80.29*
DBC IRRIGATION SUPPL	Parks - Athletic Maint.	Washington Field Repair	$41.93
DBC IRRIGATION SUPPL - Total For Parks - Athletic Maint.			*$41.93*
DBC IRRIGATION SUPPL	Parks - Parks Maint.	Highland Park pump replacement parts	$102.51
DBC IRRIGATION SUPPL - Total For Parks - Parks Maint.			*$102.51*
DBC IRRIGATION SUPPL - ALL DEPARTMENTS			$224.73

DECKER AUTO GLASS, I

DECKER AUTO GLASS, I	Fleet Maintenance Fund	Vehicle windshield repair	$115.00
DECKER AUTO GLASS, I	Fleet Maintenance Fund	Vehicle windshield repair	$359.63
DECKER AUTO GLASS, I - Total For Fleet Maintenance Fund			*$474.63*
DECKER AUTO GLASS, I	Police State Grants	AUTOMOTIVE PARTS, ACCESSORIES STORES	$125.00
DECKER AUTO GLASS, I - Total For Police State Grants			*$125.00*
DECKER AUTO GLASS, I - ALL DEPARTMENTS			$599.63

DENNIS SUPPLY CO.

DENNIS SUPPLY CO.	Buildings & Structures Fund	HVAC PM Supplies for Service Center - Denni	$74.59
DENNIS SUPPLY CO.	Buildings & Structures Fund	90 degree elbows & coupling	$15.56

DENNIS SUPPLY CO.	Buildings & Structures Fund	HVAC Repair supplies for Fire 1 - Dennis Supp	$661.55
DENNIS SUPPLY CO.	Buildings & Structures Fund	PM Supplies for Metro - Dennis Supply	$7.60
DENNIS SUPPLY CO. - Total For Buildings & Structures Fund			*$759.30*
DENNIS SUPPLY CO. - ALL DEPARTMENTS			$759.30

DEPT. OF FAMILY SVCS

DEPT. OF FAMILY SVCS	Aquatics - Pool	Swimming Pool Licenses	$800.00
DEPT. OF FAMILY SVCS - Total For Aquatics - Pool			*$800.00*
DEPT. OF FAMILY SVCS - ALL DEPARTMENTS			$800.00

DESERT MTN. CORP.

DESERT MTN. CORP.	Streets	Ice Slicer	$6,545.68
DESERT MTN. CORP. - Total For Streets			*$6,545.68*
DESERT MTN. CORP. - ALL DEPARTMENTS			$6,545.68

DIAMOND VOGEL PAINTS

DIAMOND VOGEL PAINTS	Buildings & Structures Fund	Paint supplies for Fire 1 - Diamond Vogel	$40.48
DIAMOND VOGEL PAINTS	Buildings & Structures Fund	Paint supplies for Fire 1 - Diamond Vogel	$34.59
DIAMOND VOGEL PAINTS - Total For Buildings & Structures Fund			*$75.07*
DIAMOND VOGEL PAINTS	Regional Water Operations	Coating for Sludge Scrapers	$266.33
DIAMOND VOGEL PAINTS - Total For Regional Water Operations			*$266.33*
DIAMOND VOGEL PAINTS - ALL DEPARTMENTS			$341.40

E & F TOWING TRANSPO

E & F TOWING TRANSPO	Police Investigations	Vehicle towing	$60.00
E & F TOWING TRANSPO	Police Investigations	Vehicle towing	$60.00
E & F TOWING TRANSPO - Total For Police Investigations			*$120.00*
E & F TOWING TRANSPO - ALL DEPARTMENTS			$120.00

ECONOLITE CONTROL PR

ECONOLITE CONTROL PR	Capital Projects Fund	UPS for 2nd & Landmark	$6,967.10
ECONOLITE CONTROL PR - Total For Capital Projects Fund			*$6,967.10*

ECONOLITE CONTROL PR	Traffic Control	Signal repair parts	$8,125.00
ECONOLITE CONTROL PR - Total For Traffic Control			*$8,125.00*
ECONOLITE CONTROL PR - ALL DEPARTMENTS			$15,092.10

EMPLOYEE REIMBURSEME

EMPLOYEE REIMBURSEME	Water Distribution	Distribution Systems Level 1 Exam Reimburs	$100.00
EMPLOYEE REIMBURSEME - Total For Water Distribution			*$100.00*
EMPLOYEE REIMBURSEME - ALL DEPARTMENTS			$100.00

EMPLOYERCENTRAL.COM/

EMPLOYERCENTRAL.COM/	Police Career Services	NATIONAL MINORITY UPDATE - POLICE RECR	$195.00
EMPLOYERCENTRAL.COM/ - Total For Police Career Services			*$195.00*
EMPLOYERCENTRAL.COM/ - ALL DEPARTMENTS			$195.00

ENERGY LABORATORIES

ENERGY LABORATORIES	WWTP Operations	TESTING	$141.00
ENERGY LABORATORIES - Total For WWTP Operations			*$141.00*
ENERGY LABORATORIES - ALL DEPARTMENTS			$141.00

ENERGY LABRATORIES I

ENERGY LABRATORIES I	Regional Water Operations	Aerobic Endospores testing	$306.00
ENERGY LABRATORIES I - Total For Regional Water Operations			*$306.00*
ENERGY LABRATORIES I	Water Tanks	Bacteria, Public Water Supply testing	$320.00
ENERGY LABRATORIES I	Water Tanks	Bacteria, Public Water Supply testing	$512.00
ENERGY LABRATORIES I - Total For Water Tanks			*$832.00*
ENERGY LABRATORIES I - ALL DEPARTMENTS			$1,138.00

EPG COMPANIES INC

EPG COMPANIES INC	Balefill - Disposal & Landfill	REPLACEMENT/REPAIRS OF LEACHATE PUMP	$5,780.91
EPG COMPANIES INC	Balefill - Disposal & Landfill	REPLACEMENT/REPAIRS OF LEACHATE PUMP	$3,522.00
EPG COMPANIES INC - Total For Balefill - Disposal & Landfill			*$9,302.91*

EPG COMPANIES INC - ALL DEPARTMENTS			$9,302.91

ETC INSTITUTE

ETC INSTITUTE	City Council	One Cent 17 Preferences Survey	$4,500.00
ETC INSTITUTE - Total For City Council			*$4,500.00*
ETC INSTITUTE - ALL DEPARTMENTS			$4,500.00

EUROFINS EATON ANALY

EUROFINS EATON ANALY	Regional Water Operations	Bromate Testing	$100.00
EUROFINS EATON ANALY - Total For Regional Water Operations			*$100.00*
EUROFINS EATON ANALY - ALL DEPARTMENTS			$100.00

EXXONMOBIL

EXXONMOBIL	Fire-EMS Operations	Fuel	$50.78
EXXONMOBIL	Fire-EMS Operations	Fuel	$89.33
EXXONMOBIL	Fire-EMS Operations	Fuel	$58.97
EXXONMOBIL	Fire-EMS Operations	Fuel	$44.14
EXXONMOBIL	Fire-EMS Operations	Fuel	$59.95
EXXONMOBIL	Fire-EMS Operations	Fuel	$53.10
EXXONMOBIL	Fire-EMS Operations	Fuel	$61.50
EXXONMOBIL	Fire-EMS Operations	Fuel	$52.70
EXXONMOBIL - Total For Fire-EMS Operations			*$470.47*
EXXONMOBIL	Fire-EMS Training	Fuel for trip to Riverton for State of Wyomin	$72.19
EXXONMOBIL - Total For Fire-EMS Training			*$72.19*
EXXONMOBIL - ALL DEPARTMENTS			$542.66

FACEBK 4MKQ6CKV72

FACEBK 4MKQ6CKV72	Ft. Caspar Museum	Facebook Advertising	$25.00
FACEBK 4MKQ6CKV72 - Total For Ft. Caspar Museum			*$25.00*
FACEBK 4MKQ6CKV72 - ALL DEPARTMENTS			$25.00

FACEBK 8TK3DDKJH2

FACEBK 8TK3DDKJH2	Balefill - Disposal & Landfill	Golf Season Pass, Wipes in the Pipes, and Mu	$56.72
FACEBK 8TK3DDKJH2 - Total For Balefill - Disposal & Landfill			*$56.72*
FACEBK 8TK3DDKJH2	Golf - Operations	Golf Season Pass, Wipes in the Pipes, and Mu	$199.73
FACEBK 8TK3DDKJH2 - Total For Golf - Operations			*$199.73*
FACEBK 8TK3DDKJH2	Sewer Wastewater Collection	Golf Season Pass, Wipes in the Pipes, and Mu	$50.00
FACEBK 8TK3DDKJH2 - Total For Sewer Wastewater Collection			*$50.00*
FACEBK 8TK3DDKJH2	WWTP Operations	Golf Season Pass, Wipes in the Pipes, and Mu	$50.00
FACEBK 8TK3DDKJH2 - Total For WWTP Operations			*$50.00*
FACEBK 8TK3DDKJH2 - ALL DEPARTMENTS			$356.45

FACEBK K2D2YDXXJ2

FACEBK K2D2YDXXJ2	Police Federal Grants	ADVERTISING SERVICES	$100.00
FACEBK K2D2YDXXJ2 - Total For Police Federal Grants			*$100.00*
FACEBK K2D2YDXXJ2 - ALL DEPARTMENTS			$100.00

FACEBK N6R3NEPXJ2

FACEBK N6R3NEPXJ2	Police Career Services	ADVERTISING SERVICES	$100.00
FACEBK N6R3NEPXJ2 - Total For Police Career Services			*$100.00*
FACEBK N6R3NEPXJ2 - ALL DEPARTMENTS			$100.00

FACEBK RF98ZD7YJ2

FACEBK RF98ZD7YJ2	Police Federal Grants	ADVERTISING SERVICES	$28.28
FACEBK RF98ZD7YJ2 - Total For Police Federal Grants			*$28.28*
FACEBK RF98ZD7YJ2 - ALL DEPARTMENTS			$28.28

FACEBK S9KF5CXU72

FACEBK S9KF5CXU72	Ft. Caspar Museum	Facebook advertising	$18.29
FACEBK S9KF5CXU72 - Total For Ft. Caspar Museum			*$18.29*
FACEBK S9KF5CXU72 - ALL DEPARTMENTS			$18.29

FACEBK XU2KEEBYJ2

FACEBK XU2KEEBYJ2	Police Federal Grants	ADVERTISING SERVICES	$100.00

FACEBK XU2KEEBYJ2 - Total For Police Federal Grants			*$100.00*
FACEBK XU2KEEBYJ2 - ALL DEPARTMENTS			$100.00

FAIRFIELD INN

FAIRFIELD INN	Balefill - Disposal & Landfill	TRAVEL TO HAZARDOUS WASTE CONFERENC	$226.85
FAIRFIELD INN - Total For Balefill - Disposal & Landfill			*$226.85*
FAIRFIELD INN - ALL DEPARTMENTS			$226.85

FASTENAL COMPANY

FASTENAL COMPANY	Regional Water Operations	Sludge scraper hardware	$145.46
FASTENAL COMPANY	Regional Water Operations	Actiflow Parts Purchase Including Tax - See o	$54.42
FASTENAL COMPANY	Regional Water Operations	Actiflow Parts Return - Credit for Tax	($54.42)
FASTENAL COMPANY	Regional Water Operations	Actiflo Parts	$46.53
FASTENAL COMPANY	Regional Water Operations	Actiflow Parts - New Charge (No Tax)	$54.12
FASTENAL COMPANY - Total For Regional Water Operations			*$246.11*
FASTENAL COMPANY - ALL DEPARTMENTS			$246.11

FEDEX 83859226

FEDEX 83859226	Police Records	COURIER SERVICES-AIR OR GROUND,FREIGH	$26.93
FEDEX 83859226 - Total For Police Records			*$26.93*
FEDEX 83859226 - ALL DEPARTMENTS			$26.93

FEDEX OFFIC942000094

FEDEX OFFIC942000094	Police Career Services	QUICK-COPY AND REPRODUCTION SERVICES	$45.00
FEDEX OFFIC942000094 - Total For Police Career Services			*$45.00*
FEDEX OFFIC942000094 - ALL DEPARTMENTS			$45.00

FERGUSON ENTERPRISES

FERGUSON ENTERPRISES	Streets	Cap for drain tile	$33.36
FERGUSON ENTERPRISES - Total For Streets			*$33.36*
FERGUSON ENTERPRISES - ALL DEPARTMENTS			$33.36

FIRE SAFETY USA INC

FIRE SAFETY USA INC	Fire-EMS Operations	New Tools and equipment for the new Engin	$1,350.35
FIRE SAFETY USA INC - Total For Fire-EMS Operations			*$1,350.35*
FIRE SAFETY USA INC - ALL DEPARTMENTS			$1,350.35

FREDPRYOR CAREERTRAC

FREDPRYOR CAREERTRAC	Customer Service	STAFF TO SUPERVISOR TRAINING	$208.95
FREDPRYOR CAREERTRAC - Total For Customer Service			*$208.95*
FREDPRYOR CAREERTRAC - ALL DEPARTMENTS			$208.95

FSP CGFOA

FSP CGFOA	Finance	CGFOA Training	$40.00
FSP CGFOA - Total For Finance			*$40.00*
FSP CGFOA - ALL DEPARTMENTS			$40.00

FSP ISA ROCKY MTN

FSP ISA ROCKY MTN	Parks - Urban Forestry	ISA Class Garret Brunson	$50.00
FSP ISA ROCKY MTN	Parks - Urban Forestry	ISA Class Conrad Archibeque	$50.00
FSP ISA ROCKY MTN	Parks - Urban Forestry	ISA Class Mark Brattis	$50.00
FSP ISA ROCKY MTN - Total For Parks - Urban Forestry			*$150.00*
FSP ISA ROCKY MTN - ALL DEPARTMENTS			$150.00

FULLER ENTERPRISES C

FULLER ENTERPRISES C	Risk Management	Raccoon Rebuild at Lansing	$29,938.55
FULLER ENTERPRISES C - Total For Risk Management			*$29,938.55*
FULLER ENTERPRISES C - ALL DEPARTMENTS			$29,938.55

GALLS

GALLS	Police Career Services	MEN'S,WOMENS'AND CHILDREN'S UNIFORM	$54.36
GALLS	Police Career Services	MEN'S,WOMENS'AND CHILDREN'S UNIFORM	$10.83
GALLS - Total For Police Career Services			*$65.19*

GALLS - ALL DEPARTMENTS			$65.19

GALLS, INC.

GALLS, INC.	Police Career Services	Uniform supplies	$135.00
GALLS, INC.	Police Career Services	Uniform supplies	$27.00
GALLS, INC.	Police Career Services	Uniform supplies	$85.46
GALLS, INC.	Police Career Services	Uniform supplies	$223.20
GALLS, INC.	Police Career Services	Uniform supplies	$43.20
GALLS, INC. - Total For Police Career Services			*$513.86*
GALLS, INC. - ALL DEPARTMENTS			$513.86

G-C BUILDING SUPPLY

G-C BUILDING SUPPLY	Balefill - Disposal & Landfill	Garage door & opener repair	$349.00
G-C BUILDING SUPPLY - Total For Balefill - Disposal & Landfill			*$349.00*
G-C BUILDING SUPPLY	Refuse - Residential	Exterior keypad	$1,896.00
G-C BUILDING SUPPLY - Total For Refuse - Residential			*$1,896.00*
G-C BUILDING SUPPLY - ALL DEPARTMENTS			$2,245.00

GEMPLER'S

GEMPLER'S	Rec Center - Sports Programs	Sod Staples and Rain gauges for Fields	$403.14
GEMPLER'S - Total For Rec Center - Sports Programs			*$403.14*
GEMPLER'S - ALL DEPARTMENTS			$403.14

GEORGE T SANDERS

GEORGE T SANDERS	Water Meters	Nipples & couplings	$193.01
GEORGE T SANDERS - Total For Water Meters			*$193.01*
GEORGE T SANDERS - ALL DEPARTMENTS			$193.01

GFOA

GFOA	Finance	Lease Training - GASB 87	$85.00
GFOA	Finance	Lease Training - GASB 87	$140.00
GFOA - Total For Finance			*$225.00*

GFOA - ALL DEPARTMENTS			$225.00

GLOBAL EQUIPMENT COM

GLOBAL EQUIPMENT COM	Balefill - Baler Processing	Truck Steel Deck Platform	$562.94
GLOBAL EQUIPMENT COM - Total For Balefill - Baler Processing			*$562.94*
GLOBAL EQUIPMENT COM - ALL DEPARTMENTS			$562.94

GLOBAL SPECTRUM L.P.

GLOBAL SPECTRUM L.P.	Ford Wyoming Center	Net Operating Loss Funds - May 2022	$76,242.50
GLOBAL SPECTRUM L.P. - Total For Ford Wyoming Center			*$76,242.50*
GLOBAL SPECTRUM L.P. - ALL DEPARTMENTS			$76,242.50

GO LAW ENFORCEMENT L

GO LAW ENFORCEMENT L	Police Career Services	GO LAW ENFORCEMENT - POLICE OFFICER R	$80.00
GO LAW ENFORCEMENT L - Total For Police Career Services			*$80.00*
GO LAW ENFORCEMENT L - ALL DEPARTMENTS			$80.00

GOLDER ASSOCIATES

GOLDER ASSOCIATES	Balefill - Disposal & Landfill	21-012 CRL Cell 1 Close and Ce	$18,508.35
GOLDER ASSOCIATES	Balefill - Disposal & Landfill	Gems S028770-5-Year Closed Bal	$7,127.98
GOLDER ASSOCIATES	Balefill - Disposal & Landfill	Gems S028770-5-Year Closed Bal	$12,184.69
GOLDER ASSOCIATES - Total For Balefill - Disposal & Landfill			*$37,821.02*
GOLDER ASSOCIATES - ALL DEPARTMENTS			$37,821.02

GOLF SAFETY

GOLF SAFETY	Weed & Pest Fund	Training videos	$95.00
GOLF SAFETY - Total For Weed & Pest Fund			*$95.00*
GOLF SAFETY - ALL DEPARTMENTS			$95.00

GRAINGER, INC.

GRAINGER, INC.	Buildings & Structures Fund	Lubricating grease & batteries	$97.70

GRAINGER, INC. - Total For Buildings & Structures Fund			*$97.70*
GRAINGER, INC.	Regional Water Operations	Mobile crane parts/materials	$1,345.29
GRAINGER, INC.	Regional Water Operations	Wrench combo, socket set, cutoff wheel, etc	$211.46
GRAINGER, INC. - Total For Regional Water Operations			*$1,556.75*
GRAINGER, INC. - ALL DEPARTMENTS			$1,654.45

GREINER MOTOR CO - C

GREINER MOTOR CO - C	Capital Projects Fund	Purchase 7 Marked & 4 Unmarked Units	$38,985.00
GREINER MOTOR CO - C - Total For Capital Projects Fund			*$38,985.00*
GREINER MOTOR CO - C - ALL DEPARTMENTS			$38,985.00

GREYHOUND LINES CNP

GREYHOUND LINES CNP	Police State Grants	BUS LINES, CHARTERS, TOUR BUSES	$67.99
GREYHOUND LINES CNP - Total For Police State Grants			*$67.99*
GREYHOUND LINES CNP - ALL DEPARTMENTS			$67.99

HACH CO., CORP.

HACH CO., CORP.	Regional Water Operations	Lab Supplies	$288.17
HACH CO., CORP. - Total For Regional Water Operations			*$288.17*
HACH CO., CORP. - ALL DEPARTMENTS			$288.17

HAMPTON INNS

HAMPTON INNS	Planning	HAMPTON INNS HOTELS	$991.71
HAMPTON INNS - Total For Planning			*$991.71*
HAMPTON INNS - ALL DEPARTMENTS			$991.71

HARBOR FREIGHT TOOLS

HARBOR FREIGHT TOOLS	Aquatics - Pool	1 Tool Kit and come along for Mike Sedar	$74.98
HARBOR FREIGHT TOOLS - Total For Aquatics - Pool			*$74.98*
HARBOR FREIGHT TOOLS	Fire-EMS Operations	Shop Creeper	$79.99
HARBOR FREIGHT TOOLS - Total For Fire-EMS Operations			*$79.99*
HARBOR FREIGHT TOOLS	Police Patrol	HARDWARE STORES	$12.58

HARBOR FREIGHT TOOLS - Total For Police Patrol			*$12.58*
HARBOR FREIGHT TOOLS	Sewer Stormwater	storm gloves	$15.98
HARBOR FREIGHT TOOLS - Total For Sewer Stormwater			*$15.98*
HARBOR FREIGHT TOOLS - ALL DEPARTMENTS			$183.53

HARDLINE EQUIPMENT L

HARDLINE EQUIPMENT L	Refuse - Residential	Quick coupling	$285.82
HARDLINE EQUIPMENT L - Total For Refuse - Residential			*$285.82*
HARDLINE EQUIPMENT L - ALL DEPARTMENTS			$285.82

HARDWARE PARTNERS LL

HARDWARE PARTNERS LL	Buildings & Structures Fund	BAS Shop Supplies - CY Ace	$6.99
HARDWARE PARTNERS LL	Buildings & Structures Fund	BAS Shop Supplies - CY Ace	$6.99
HARDWARE PARTNERS LL	Buildings & Structures Fund	Repair supplies for Fire 1 - CY Ace	$11.99
HARDWARE PARTNERS LL - Total For Buildings & Structures Fund			*$25.97*
HARDWARE PARTNERS LL	Golf - Operations	SCREW EXTRACTORS, WILL ISSUE CREDIT FO	$25.80
HARDWARE PARTNERS LL - Total For Golf - Operations			*$25.80*
HARDWARE PARTNERS LL	Parks - Parks Maint.	Tools	$54.98
HARDWARE PARTNERS LL	Parks - Parks Maint.	Leaf blower	$173.94
HARDWARE PARTNERS LL - Total For Parks - Parks Maint.			*$228.92*
HARDWARE PARTNERS LL	Water Distribution	MINI TORCH, PROPANE	$22.98
HARDWARE PARTNERS LL - Total For Water Distribution			*$22.98*
HARDWARE PARTNERS LL	Water Tanks	Mtn.Rd booster seal lines	$40.34
HARDWARE PARTNERS LL - Total For Water Tanks			*$40.34*
HARDWARE PARTNERS LL - ALL DEPARTMENTS			$344.01

HAWKINS, INC.

HAWKINS, INC.	Aquatics - Operations	Chemicals for the Aquatic Center	$1,999.43
HAWKINS, INC. - Total For Aquatics - Operations			*$1,999.43*
HAWKINS, INC. - ALL DEPARTMENTS			$1,999.43

HELM-FORD DIAG SOFTW

HELM-FORD DIAG SOFTW	Fleet Maintenance Fund	FORD DIAGNOSTIC SOFTWARE UPDATE	$761.25

HELM-FORD DIAG SOFTW - Total For Fleet Maintenance Fund			*$761.25*
HELM-FORD DIAG SOFTW - ALL DEPARTMENTS			$761.25

HOBBY-LOBBY #0233

HOBBY-LOBBY #0233	Balefill - Disposal & Landfill	EXTRA COLLECTION ROUTE MAP FRAMING	$360.08
HOBBY-LOBBY #0233 - Total For Balefill - Disposal & Landfill			*$360.08*
HOBBY-LOBBY #0233	Police Grants Fund	HOBBY,TOY, AND GAME SHOPS	$10.49
HOBBY-LOBBY #0233 - Total For Police Grants Fund			*$10.49*
HOBBY-LOBBY #0233	Rec Center - Classes	Art Class supplies, summer camp supplies inc	$159.30
HOBBY-LOBBY #0233 - Total For Rec Center - Classes			*$159.30*
HOBBY-LOBBY #0233	Water Distribution	Map supplies	$71.92
HOBBY-LOBBY #0233 - Total For Water Distribution			*$71.92*
HOBBY-LOBBY #0233 - ALL DEPARTMENTS			$601.79

HOLIDAY INN EXPRESS

HOLIDAY INN EXPRESS	Police Career Services	HOLIDAY INNS	$340.44
HOLIDAY INN EXPRESS - Total For Police Career Services			*$340.44*
HOLIDAY INN EXPRESS - ALL DEPARTMENTS			$340.44

HOMAX OIL SALES, INC

HOMAX OIL SALES, INC	Fleet Maintenance Fund	Fuel	$33,272.37
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Diesel fuel	$45,432.66
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Fuel	$887.55
HOMAX OIL SALES, INC - Total For Fleet Maintenance Fund			*$79,592.58*
HOMAX OIL SALES, INC	Water Distribution	Fuel	$4,801.33
HOMAX OIL SALES, INC - Total For Water Distribution			*$4,801.33*
HOMAX OIL SALES, INC - ALL DEPARTMENTS			$84,393.91

HONNEN EQUIPMENT CO.

HONNEN EQUIPMENT CO.	Fleet Maintenance Fund	Bucket truck annual inspection	$570.00
HONNEN EQUIPMENT CO. - Total For Fleet Maintenance Fund			*$570.00*
HONNEN EQUIPMENT CO. - ALL DEPARTMENTS			$570.00

HOSE AND RUBBER SUPP

HOSE AND RUBBER SUPP	Buildings & Structures Fund	HVAC Repair Supplies for City Hall - Hose & R	$43.89
HOSE AND RUBBER SUPP - Total For Buildings & Structures Fund			*$43.89*
HOSE AND RUBBER SUPP - ALL DEPARTMENTS			$43.89

IAH CS-EL PREMIO

IAH CS-EL PREMIO	Fire-EMS Training	Meal for Mason, Stafford, and Baragar while	$96.53
IAH CS-EL PREMIO - Total For Fire-EMS Training			*$96.53*
IAH CS-EL PREMIO - ALL DEPARTMENTS			$96.53

IMPACTPLAST

IMPACTPLAST	WWTP Operations	Rollers	$539.98
IMPACTPLAST - Total For WWTP Operations			*$539.98*
IMPACTPLAST - ALL DEPARTMENTS			$539.98

INDUSTRIAL AUTOMATIO

INDUSTRIAL AUTOMATIO	WWTP Operations	Logic Module	$1,990.00
INDUSTRIAL AUTOMATIO	WWTP Operations	Panelview	$1,990.00
INDUSTRIAL AUTOMATIO - Total For WWTP Operations			*$3,980.00*
INDUSTRIAL AUTOMATIO - ALL DEPARTMENTS			$3,980.00

INDUSTRIAL SCREEN &

INDUSTRIAL SCREEN &	Balefill - Baler Processing	Door glide strips	$1,114.40
INDUSTRIAL SCREEN & - Total For Balefill - Baler Processing			*$1,114.40*
INDUSTRIAL SCREEN & - ALL DEPARTMENTS			$1,114.40

INTERSTATE ALL BATTE

INTERSTATE ALL BATTE	Golf - Operations	3 batteries for irrigation radios	$144.45
INTERSTATE ALL BATTE - Total For Golf - Operations			*$144.45*
INTERSTATE ALL BATTE - ALL DEPARTMENTS			$144.45

INT'L CODE COUNCIL I

INT'L CODE COUNCIL I	Code Enforcement	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	$755.84
INT'L CODE COUNCIL I	Code Enforcement	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	$145.00
INT'L CODE COUNCIL I - Total For Code Enforcement			*$900.84*
INT'L CODE COUNCIL I - ALL DEPARTMENTS			$900.84

INTUIT, INC.

INTUIT, INC.	Fire-EMS Administration	CS Consulting - Fire Extinguisher services for	$1,425.00
INTUIT, INC. - Total For Fire-EMS Administration			*$1,425.00*
INTUIT, INC.	Parks - Parks Maint.	Graffiti removal PV, Nancey English, and skat	$500.00
INTUIT, INC.	Parks - Parks Maint.	Graffiti removal skate park	$125.00
INTUIT, INC. - Total For Parks - Parks Maint.			*$625.00*
INTUIT, INC.	Police Administration	AUTOMOTIVE PARTS, ACCESSORIES STORES	$250.00
INTUIT, INC. - Total For Police Administration			*$250.00*
INTUIT, INC.	Police Career Services	THE BLUE LINE - POLICE OFFICER RECRUITIN	$298.00
INTUIT, INC. - Total For Police Career Services			*$298.00*
INTUIT, INC.	Police Investigations	BUSINESS SERVICES NOT ELSEWHERE CLASSI	$39.87
INTUIT, INC. - Total For Police Investigations			*$39.87*
INTUIT, INC.	Public Transit - Operations	MISCELLANEOUS REPAIR SHOPS AND RELATE	$742.70
INTUIT, INC. - Total For Public Transit - Operations			*$742.70*
INTUIT, INC.	Water Distribution	Crane inspection	$755.42
INTUIT, INC. - Total For Water Distribution			*$755.42*
INTUIT, INC. - ALL DEPARTMENTS			$4,135.99

ISA

ISA	Parks - Urban Forestry	Professional Membership Renewal and Chap	$187.00
ISA - Total For Parks - Urban Forestry			*$187.00*
ISA - ALL DEPARTMENTS			$187.00

JACK IN THE BOX

JACK IN THE BOX	Fire-EMS Training	Meal for Barager, Stafford, and Mason while	$17.69
JACK IN THE BOX - Total For Fire-EMS Training			*$17.69*

JACK IN THE BOX - ALL DEPARTMENTS			$17.69

JIMMY JOHNS -

JIMMY JOHNS -	Regional Water Operations	Lunch for JPB Meeting	$68.95
JIMMY JOHNS - - Total For Regional Water Operations			*$68.95*
JIMMY JOHNS - - ALL DEPARTMENTS			$68.95

JKC ENGINEERING

JKC ENGINEERING	Balefill - Disposal & Landfill	Miscellaneous Item	$2,928.50
JKC ENGINEERING - Total For Balefill - Disposal & Landfill			*$2,928.50*
JKC ENGINEERING - ALL DEPARTMENTS			$2,928.50

JOHNNY APPLESEED, IN

JOHNNY APPLESEED, IN	Planning	FLORISTS SUPPLIES,NURSERY STOCK & FLOW	$54.80
JOHNNY APPLESEED, IN - Total For Planning			*$54.80*
JOHNNY APPLESEED, IN - ALL DEPARTMENTS			$54.80

JUNG BROS ENGINEERS

JUNG BROS ENGINEERS	Capital Projects Fund	2022 Misc. Geotech	$7,975.00
JUNG BROS ENGINEERS - Total For Capital Projects Fund			*$7,975.00*
JUNG BROS ENGINEERS - ALL DEPARTMENTS			$7,975.00

KCWY-TV

KCWY-TV	Golf - Operations	Television advertising	$1,000.00
KCWY-TV - Total For Golf - Operations			*$1,000.00*
KCWY-TV - ALL DEPARTMENTS			$1,000.00

KIMBALL MIDWEST PAYE

KIMBALL MIDWEST PAYE	Weed & Pest Fund	Safety Supplies	$350.00
KIMBALL MIDWEST PAYE - Total For Weed & Pest Fund			*$350.00*

KIMBALL MIDWEST PAYE - ALL DEPARTMENTS			$350.00

KNIFE RIVER/JTL

KNIFE RIVER/JTL	Streets	1/2 Plant Mix	$293.46
KNIFE RIVER/JTL	Streets	Crushed base	$222.60
KNIFE RIVER/JTL	Streets	Crushed Base & 57 Rock	$541.82
KNIFE RIVER/JTL	Streets	1/2" Plant Mix	$370.11
KNIFE RIVER/JTL	Streets	1/2 Plant Mix	$443.84
KNIFE RIVER/JTL - Total For Streets			*$1,871.83*
KNIFE RIVER/JTL	Water Distribution	City of Casper Mix & Fuel Surcharge	$430.45
KNIFE RIVER/JTL - Total For Water Distribution			*$430.45*
KNIFE RIVER/JTL - ALL DEPARTMENTS			$2,302.28

KNUCKLE DRAGGER TACT

KNUCKLE DRAGGER TACT	Police Career Services	Instruct firearm classes	$2,126.25
KNUCKLE DRAGGER TACT - Total For Police Career Services			*$2,126.25*
KNUCKLE DRAGGER TACT - ALL DEPARTMENTS			$2,126.25

L.N. CURTIS & SONS I

L.N. CURTIS & SONS I	Capital Projects Fund	Turnout Gear	$5,244.00
L.N. CURTIS & SONS I - Total For Capital Projects Fund			*$5,244.00*
L.N. CURTIS & SONS I	Fire-EMS Operations	Uniform boots	$490.37
L.N. CURTIS & SONS I - Total For Fire-EMS Operations			*$490.37*
L.N. CURTIS & SONS I - ALL DEPARTMENTS			$5,734.37

LAME LLC

LAME LLC	Balefill	Contract Withholding: 21300109	$3,823.58
LAME LLC - Total For Balefill			*$3,823.58*
LAME LLC	Capital Projects Fund	Contract Withholding: 21300109	$1,164.47
LAME LLC - Total For Capital Projects Fund			*$1,164.47*
LAME LLC - ALL DEPARTMENTS			$4,988.05

LAWSON PRODUCTS INC

LAWSON PRODUCTS INC	Fleet Maintenance Fund	Monthly rental	$375.00
LAWSON PRODUCTS INC	Fleet Maintenance Fund	Monthly rental	$525.00
LAWSON PRODUCTS INC - Total For Fleet Maintenance Fund			*$900.00*
LAWSON PRODUCTS INC - ALL DEPARTMENTS			$900.00

LOAF N JUG #0106

LOAF N JUG #0106	Fire-EMS Operations	Fuel	$33.11
LOAF N JUG #0106 - Total For Fire-EMS Operations			*$33.11*
LOAF N JUG #0106 - ALL DEPARTMENTS			$33.11

LOBBYTV

LOBBYTV	Police Administration	COMPUTER SOFTWARE STORES	$20.00
LOBBYTV	Police Administration	COMPUTER SOFTWARE STORES	$20.00
LOBBYTV - Total For Police Administration			*$40.00*
LOBBYTV - ALL DEPARTMENTS			$40.00

LOGMEIN GoToMeeting

LOGMEIN GoToMeeting	Police Administration	CONTINUITY/SUBSCRIPTION MERCHANTS	$20.00
LOGMEIN GoToMeeting	Police Administration	CONTINUITY/SUBSCRIPTION MERCHANTS	$20.00
LOGMEIN GoToMeeting - Total For Police Administration			*$40.00*
LOGMEIN GoToMeeting - ALL DEPARTMENTS			$40.00

LONG BUILDING TECHNO

LONG BUILDING TECHNO	Regional Water Operations	Pressure relief valve replacement	$1,060.12
LONG BUILDING TECHNO - Total For Regional Water Operations			*$1,060.12*
LONG BUILDING TECHNO - ALL DEPARTMENTS			$1,060.12

LUBRICATION ENGINEER

LUBRICATION ENGINEER	WWTP Operations	Oil	$412.18
LUBRICATION ENGINEER - Total For WWTP Operations			*$412.18*

LUBRICATION ENGINEER - ALL DEPARTMENTS			$412.18

MATTHEW J BUTCHER

MATTHEW J BUTCHER	General Fund Revenue	Review of wireless siteing application	$875.00
MATTHEW J BUTCHER	General Fund Revenue	Review of wireless siteing application	$875.00
MATTHEW J BUTCHER	General Fund Revenue	Review of wireless siteing application	$875.00
MATTHEW J BUTCHER - Total For General Fund Revenue			*$2,625.00*
MATTHEW J BUTCHER - ALL DEPARTMENTS			$2,625.00

MENARDS CASPER WY

MENARDS CASPER WY	Aquatics - Operations	Supplies for Lifejacket Rack	$76.57
MENARDS CASPER WY - Total For Aquatics - Operations			*$76.57*
MENARDS CASPER WY	Buildings & Structures Fund	Replacement cabinets for Fire 1 - Menards	$208.99
MENARDS CASPER WY - Total For Buildings & Structures Fund			*$208.99*
MENARDS CASPER WY	Capital Projects Fund	Repair supplies for Senior Center - Menards	$47.97
MENARDS CASPER WY	Capital Projects Fund	Repair supplies for Senior Center - Menards	$53.28
MENARDS CASPER WY - Total For Capital Projects Fund			*$101.25*
MENARDS CASPER WY	Cemetery	MENARDS $27.71 CLEANING SUPPLIES CEME	$27.71
MENARDS CASPER WY - Total For Cemetery			*$27.71*
MENARDS CASPER WY	Fire-EMS Operations	Material for St. 1 Project	$81.45
MENARDS CASPER WY	Fire-EMS Operations	Vanity for St. 1 bathroom	$1,349.96
MENARDS CASPER WY - Total For Fire-EMS Operations			*$1,431.41*
MENARDS CASPER WY	Fire-EMS Training	Materials for classroom project	$1,084.51
MENARDS CASPER WY - Total For Fire-EMS Training			*$1,084.51*
MENARDS CASPER WY	Parks - Parks Maint.	Ratchet straps for mowers	$146.89
MENARDS CASPER WY - Total For Parks - Parks Maint.			*$146.89*
MENARDS CASPER WY	Parks - Special Areas	MENARDS PERENNIALS	$63.92
MENARDS CASPER WY - Total For Parks - Special Areas			*$63.92*
MENARDS CASPER WY	Traffic Control	Chalk and pencils for striping layout	$12.96
MENARDS CASPER WY - Total For Traffic Control			*$12.96*
MENARDS CASPER WY	Water Distribution	NIPPLES & COUPLINGS	$898.80
MENARDS CASPER WY	Water Distribution	Battery charger	$259.99
MENARDS CASPER WY	Water Distribution	weed killer	$629.12
MENARDS CASPER WY - Total For Water Distribution			*$1,787.91*

MENARDS CASPER WY	Weed & Pest Fund	Weed and Pest tools	$87.88
MENARDS CASPER WY - Total For Weed & Pest Fund			*$87.88*
MENARDS CASPER WY - ALL DEPARTMENTS			$5,030.00

MERCER HOUSE, INC.

MERCER HOUSE, INC.	Capital Projects Fund	1%#16 Funding Mercer Family Re	$8,001.38
MERCER HOUSE, INC. - Total For Capital Projects Fund			*$8,001.38*
MERCER HOUSE, INC. - ALL DEPARTMENTS			$8,001.38

MICHAELSFENCE&SUPPLY

MICHAELSFENCE&SUPPLY	Parks - Athletic Maint.	Lansing Field Bullpens Fence Replacement	$525.50
MICHAELSFENCE&SUPPLY - Total For Parks - Athletic Maint.			*$525.50*
MICHAELSFENCE&SUPPLY	Rec Center - Sports Programs	Misc. Fencing Supplies	$59.36
MICHAELSFENCE&SUPPLY - Total For Rec Center - Sports Programs			*$59.36*
MICHAELSFENCE&SUPPLY - ALL DEPARTMENTS			$584.86

MIDLAND SCIENTIFIC I

MIDLAND SCIENTIFIC I	WWTP Operations	Lab supplies	$86.73
MIDLAND SCIENTIFIC I	WWTP Operations	Filter paper	$538.90
MIDLAND SCIENTIFIC I - Total For WWTP Operations			*$625.63*
MIDLAND SCIENTIFIC I - ALL DEPARTMENTS			$625.63

ML AUTOMOTIVE

ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	$157.00
ML AUTOMOTIVE - Total For Fleet Maintenance Fund			*$157.00*
ML AUTOMOTIVE - ALL DEPARTMENTS			$157.00

MOTOROLA SOLUTIONS

MOTOROLA SOLUTIONS	Police Administration	Tipsubmit Service Subscription-9/12/21 to 9/	$2,268.00
MOTOROLA SOLUTIONS - Total For Police Administration			*$2,268.00*
MOTOROLA SOLUTIONS	Public Safety Communication	Network Monitoring, System Package, Servic	$9,457.67
MOTOROLA SOLUTIONS - Total For Public Safety Communications			*$9,457.67*

MOTOROLA SOLUTIONS - ALL DEPARTMENTS			$11,725.67

MOUNTAIN STATE EMPLO

MOUNTAIN STATE EMPLO	Finance	LEGAL SERVICES, ATTORNEYS	$370.00
MOUNTAIN STATE EMPLO - Total For Finance			*$370.00*
MOUNTAIN STATE EMPLO - ALL DEPARTMENTS			$370.00

MOUNTAIN STATES

MOUNTAIN STATES	Balefill - Diversion & Special	Printing service - envelopes	$178.80
MOUNTAIN STATES - Total For Balefill - Diversion & Special			*$178.80*
MOUNTAIN STATES	Code Enforcement	Printing service - envelopes	$284.90
MOUNTAIN STATES - Total For Code Enforcement			*$284.90*
MOUNTAIN STATES	Municipal Court	Printing service - business cards	$68.02
MOUNTAIN STATES - Total For Municipal Court			*$68.02*
MOUNTAIN STATES	Public Transit - Operations	Printing service - tickets	$341.28
MOUNTAIN STATES - Total For Public Transit - Operations			*$341.28*
MOUNTAIN STATES - ALL DEPARTMENTS			$873.00

MOUNTAIN WEST TECHNO

MOUNTAIN WEST TECHNO	Buildings & Structures Fund	Acct #13502	$49.95
MOUNTAIN WEST TECHNO - Total For Buildings & Structures Fund			*$49.95*
MOUNTAIN WEST TECHNO	Hogadon - Operations	Guest Internet	$49.95
MOUNTAIN WEST TECHNO - Total For Hogadon - Operations			*$49.95*
MOUNTAIN WEST TECHNO - ALL DEPARTMENTS			$99.90

MR MOTO PIZZA

MR MOTO PIZZA	Planning	EATING PLACES, RESTAURANTS	$26.94
MR MOTO PIZZA - Total For Planning			*$26.94*
MR MOTO PIZZA - ALL DEPARTMENTS			$26.94

MURDOCH'S RANCH&HOME

MURDOCH'S RANCH&HOM	Balefill - Disposal & Landfill	SCRUB BRUSHES FOR JANITORS CLOSETS	$44.98

MURDOCH'S RANCH&HOME - Total For Balefill - Disposal & Landfill			*$44.98*
MURDOCH'S RANCH&HOM	Public Transit - CARES Act	Casper Transit Covid 19 Emergency relief	$586.41
MURDOCH'S RANCH&HOME - Total For Public Transit - CARES Act			*$586.41*
MURDOCH'S RANCH&HOM	Water Distribution	Spray trailer fittings	$21.70
MURDOCH'S RANCH&HOME - Total For Water Distribution			*$21.70*
MURDOCH'S RANCH&HOM	Weed & Pest Fund	Rakes	$44.97
MURDOCH'S RANCH&HOME - Total For Weed & Pest Fund			*$44.97*
MURDOCH'S RANCH&HOME - ALL DEPARTMENTS			$698.06

MURPHY EXPRESS

MURPHY EXPRESS	Police Career Services	AUTOMATED FUEL DISPENSERS	$59.00
MURPHY EXPRESS - Total For Police Career Services			*$59.00*
MURPHY EXPRESS - ALL DEPARTMENTS			$59.00

MYLAWCLE

MYLAWCLE	City Attorney	MyLawCLE: Continuing Legal Education Ann	$195.00
MYLAWCLE - Total For City Attorney			*$195.00*
MYLAWCLE - ALL DEPARTMENTS			$195.00

NAPA AUTO PARTS CORP

NAPA AUTO PARTS CORP	Balefill - Baler Processing	TOOL TO ASSIST INSTALLATION OF NORTH C	$5.08
NAPA AUTO PARTS CORP - Total For Balefill - Baler Processing			*$5.08*
NAPA AUTO PARTS CORP	Buildings & Structures Fund	Door repair supplies for Fire 1 - NAPA	$19.66
NAPA AUTO PARTS CORP - Total For Buildings & Structures Fund			*$19.66*
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Misc supplies	$12,155.62
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Misc supplies	$586.82
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Misc supplies	$2,339.63
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Misc supplies	$83,006.72
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Misc supplies	$743.44
NAPA AUTO PARTS CORP - Total For Fleet Maintenance Fund			*$98,832.23*
NAPA AUTO PARTS CORP	Golf - Operations	Misc supplies	$192.46
NAPA AUTO PARTS CORP - Total For Golf - Operations			*$192.46*
NAPA AUTO PARTS CORP	Metro Animal Control	Misc supplies	$36.01

NAPA AUTO PARTS CORP - Total For Metro Animal Control			*$36.01*
NAPA AUTO PARTS CORP	Water Distribution	ABRASIVE BELT	$75.95
NAPA AUTO PARTS CORP - Total For Water Distribution			*$75.95*
NAPA AUTO PARTS CORP	Water Tanks	SEAL FOR MTN RD BOOSTER	$35.80
NAPA AUTO PARTS CORP - Total For Water Tanks			*$35.80*
NAPA AUTO PARTS CORP - ALL DEPARTMENTS			$99,197.19

NATIONAL REGISTRY EM

NATIONAL REGISTRY EM	Fire-EMS Training	Renewal of NRE-Paramedic Certificate	$32.00
NATIONAL REGISTRY EM - Total For Fire-EMS Training			*$32.00*
NATIONAL REGISTRY EM - ALL DEPARTMENTS			$32.00

NATRONA COUNTY OFFIC

NATRONA COUNTY OFFIC	Police Administration	Prisoner housing - March 2022	$125,659.14
NATRONA COUNTY OFFIC - Total For Police Administration			*$125,659.14*
NATRONA COUNTY OFFIC - ALL DEPARTMENTS			$125,659.14

NICOLAYSEN ART MUSEU

NICOLAYSEN ART MUSEU	Capital Projects Fund	Backflow Maintenance-Repaired by Plumbin	$3,123.43
NICOLAYSEN ART MUSEU - Total For Capital Projects Fund			*$3,123.43*
NICOLAYSEN ART MUSEU - ALL DEPARTMENTS			$3,123.43

NORCO, INC.

NORCO, INC.	Balefill - Baler Processing	Oxygen	$256.50
NORCO, INC. - Total For Balefill - Baler Processing			*$256.50*
NORCO, INC.	Balefill - Disposal & Landfill	Methane air, regulator	$313.50
NORCO, INC. - Total For Balefill - Disposal & Landfill			*$313.50*
NORCO, INC.	Buildings & Structures Fund	Cylinder rental	$1.35
NORCO, INC.	Buildings & Structures Fund	Soap dispenser	$12.69
NORCO, INC. - Total For Buildings & Structures Fund			*$14.04*
NORCO, INC.	Cemetery	NORCO CLEANING SUPPLIES CEMETERY BLD	$23.36
NORCO, INC. - Total For Cemetery			*$23.36*
NORCO, INC.	Fire-EMS Operations	Station Supplies	$55.88

NORCO, INC.	Fire-EMS Operations	EMS Gloves	$1,538.40
NORCO, INC. - Total For Fire-EMS Operations			*$1,594.28*
NORCO, INC.	Fleet Maintenance Fund	Oxygen & delivery	$42.25
NORCO, INC.	Fleet Maintenance Fund	OXYGEN EXCHANGE	$90.75
NORCO, INC. - Total For Fleet Maintenance Fund			*$133.00*
NORCO, INC.	Golf - Operations	Work gloves for seasonals and window clean	$45.31
NORCO, INC. - Total For Golf - Operations			*$45.31*
NORCO, INC.	Metro Animal Shelter	Disinfectant, trash bags, latex gloves	$379.90
NORCO, INC. - Total For Metro Animal Shelter			*$379.90*
NORCO, INC.	Sewer Wastewater Collection	safety supplies	$66.30
NORCO, INC. - Total For Sewer Wastewater Collection			*$66.30*
NORCO, INC.	Water Distribution	Hard hats & air monitor repair	$162.91
NORCO, INC. - Total For Water Distribution			*$162.91*
NORCO, INC.	WWTP Operations	LIME DELIVERY	$1,200.00
NORCO, INC. - Total For WWTP Operations			*$1,200.00*
NORCO, INC. - ALL DEPARTMENTS			$4,189.10

NORTH AMERICAN HAZAR

NORTH AMERICAN HAZAR	Balefill - Disposal & Landfill	HAZARDOUS WASTE CONFERENCE IN DENVE	$125.00
NORTH AMERICAN HAZAR - Total For Balefill - Disposal & Landfill			*$125.00*
NORTH AMERICAN HAZAR - ALL DEPARTMENTS			$125.00

NORTHROP BOILER WORK

NORTHROP BOILER WORK	Buildings & Structures Fund	Boiler repair - parts & labor	$2,075.20
NORTHROP BOILER WORK - Total For Buildings & Structures Fund			*$2,075.20*
NORTHROP BOILER WORK	Capital Projects Fund	Boiler equipment installation	$6,870.68
NORTHROP BOILER WORK - Total For Capital Projects Fund			*$6,870.68*
NORTHROP BOILER WORK	WWTP Operations	Actuator motor for Boiler #1	$1,499.45
NORTHROP BOILER WORK - Total For WWTP Operations			*$1,499.45*
NORTHROP BOILER WORK - ALL DEPARTMENTS			$10,445.33

NORTHWEST CONTRACTOR

NORTHWEST CONTRACTOR	Balefill - Disposal & Landfill	Drill kit, battery bin tool, lath, paint	$1,203.67

NORTHWEST CONTRACTOR - Total For Balefill - Disposal & Landfill			*$1,203.67*
NORTHWEST CONTRACTOR	Traffic Control	Locate supplies for signs and signals	$452.65
NORTHWEST CONTRACTOR - Total For Traffic Control			*$452.65*
NORTHWEST CONTRACTOR - ALL DEPARTMENTS			$1,656.32

OFFICE DEPOT

OFFICE DEPOT	Customer Service	1 box magenta toner, 1 box cyan toner	$75.80
OFFICE DEPOT	Customer Service	1 box black toner	$30.25
OFFICE DEPOT - Total For Customer Service			*$106.05*
OFFICE DEPOT	Finance	1 box black toner	$30.25
OFFICE DEPOT	Finance	1 box magenta toner, 1 box cyan toner	$75.80
OFFICE DEPOT - Total For Finance			*$106.05*
OFFICE DEPOT	Health Insurance Fund	1 box magenta toner, 1 box cyan toner	$75.80
OFFICE DEPOT	Health Insurance Fund	1 box black toner	$30.25
OFFICE DEPOT - Total For Health Insurance Fund			*$106.05*
OFFICE DEPOT	Human Resources	1 box magenta toner, 1 box cyan toner	$75.82
OFFICE DEPOT	Human Resources	1 box black toner	$30.25
OFFICE DEPOT - Total For Human Resources			*$106.07*
OFFICE DEPOT	Risk Management	1 box magenta toner, 1 box cyan toner	$75.80
OFFICE DEPOT	Risk Management	1 box black toner	$30.25
OFFICE DEPOT - Total For Risk Management			*$106.05*
OFFICE DEPOT - ALL DEPARTMENTS			$530.27

OLD CHICAGO-CASPER

OLD CHICAGO-CASPER	Police Administration	EATING PLACES, RESTAURANTS	$150.00
OLD CHICAGO-CASPER - Total For Police Administration			*$150.00*
OLD CHICAGO-CASPER - ALL DEPARTMENTS			$150.00

ONE CALL OF WY.

ONE CALL OF WY.	Sewer Wastewater Collection	Tickets for April 2022	$405.00
ONE CALL OF WY. - Total For Sewer Wastewater Collection			*$405.00*
ONE CALL OF WY.	Traffic Control	Tickets for April 2022	$180.00
ONE CALL OF WY. - Total For Traffic Control			*$180.00*

ONE CALL OF WY.	Water Distribution	Tickets for April 2022	$495.00
ONE CALL OF WY. - Total For Water Distribution			*$495.00*
ONE CALL OF WY. - ALL DEPARTMENTS			$1,080.00

ORKIN LLC 002

ORKIN LLC 002	Hogadon - Operations	Pest Control	$150.97
ORKIN LLC 002 - Total For Hogadon - Operations			*$150.97*
ORKIN LLC 002 - ALL DEPARTMENTS			$150.97

OVERHEAD DOOR OF CAS

OVERHEAD DOOR OF CAS	Fire-EMS Operations	Evaluation of garage door at St.1	$142.50
OVERHEAD DOOR OF CAS - Total For Fire-EMS Operations			*$142.50*
OVERHEAD DOOR OF CAS - ALL DEPARTMENTS			$142.50

PACE ANALYTICAL SERV

PACE ANALYTICAL SERV	WWTP Pretreatment	April/Q2 2022 WYPDES testing	$819.00
PACE ANALYTICAL SERV - Total For WWTP Pretreatment			*$819.00*
PACE ANALYTICAL SERV - ALL DEPARTMENTS			$819.00

PAYPAL MKBURGE

PAYPAL MKBURGE	Police Investigations	PROFESSIONAL SERVICES NOT ELSEWHERE C	$155.00
PAYPAL MKBURGE - Total For Police Investigations			*$155.00*
PAYPAL MKBURGE - ALL DEPARTMENTS			$155.00

PAYPAL NOHORA G

PAYPAL NOHORA G	Police Investigations	PROFESSIONAL SERVICES NOT ELSEWHERE C	$217.82
PAYPAL NOHORA G - Total For Police Investigations			*$217.82*
PAYPAL NOHORA G - ALL DEPARTMENTS			$217.82

PCN STRATEGIES INC

PCN STRATEGIES INC	Capital Projects Fund	In-Car Video Equipment for 6 Marked Units	$4,285.55

PCN STRATEGIES INC - Total For Capital Projects Fund			*$4,285.55*
PCN STRATEGIES INC - ALL DEPARTMENTS			$4,285.55

PEDEN'S INC

PEDEN'S INC	Code Enforcement	Work clothing/embroidery	$78.00
PEDEN'S INC - Total For Code Enforcement			*$78.00*
PEDEN'S INC	Police Career Services	Work clothing/embroidery	$66.00
PEDEN'S INC - Total For Police Career Services			*$66.00*
PEDEN'S INC	Police Investigations	Nameplate engraving & nameplate holders	$54.00
PEDEN'S INC - Total For Police Investigations			*$54.00*
PEDEN'S INC - ALL DEPARTMENTS			$198.00

PEPSI COLA OF CASPER

PEPSI COLA OF CASPER	Ice Arena - Concessions	Beverages for Ice Arena concessions	$450.91
PEPSI COLA OF CASPER	Ice Arena - Concessions	Cylinder deposit	($100.00)
PEPSI COLA OF CASPER	Ice Arena - Concessions	Beverages for Ice Arena concessions	$361.27
PEPSI COLA OF CASPER	Ice Arena - Concessions	Beverages for Ice Arena concessions	$383.37
PEPSI COLA OF CASPER - Total For Ice Arena - Concessions			*$1,095.55*
PEPSI COLA OF CASPER - ALL DEPARTMENTS			$1,095.55

PILOT

PILOT	Police Career Services	AUTOMATED FUEL DISPENSERS	$46.42
PILOT - Total For Police Career Services			*$46.42*
PILOT - ALL DEPARTMENTS			$46.42

PIZZA RANCH - CASPER

PIZZA RANCH - CASPER	Balefill - Disposal & Landfill	MEETING SUPPLIES	$84.42
PIZZA RANCH - CASPER - Total For Balefill - Disposal & Landfill			*$84.42*
PIZZA RANCH - CASPER	Police Administration	EATING PLACES, RESTAURANTS	$193.15
PIZZA RANCH - CASPER - Total For Police Administration			*$193.15*
PIZZA RANCH - CASPER - ALL DEPARTMENTS			$277.57

POSITIVE PROMOTIONS

POSITIVE PROMOTIONS	Fire-EMS Prevent & Inspect	Assorted PubEd supplies	$1,025.35
POSITIVE PROMOTIONS - Total For Fire-EMS Prevent & Inspect			*$1,025.35*
POSITIVE PROMOTIONS - ALL DEPARTMENTS			$1,025.35

POSTAL PROS, INC.

POSTAL PROS, INC.	Customer Service	Printing / mailing / postage service	$2,939.12
POSTAL PROS, INC. - Total For Customer Service			*$2,939.12*
POSTAL PROS, INC. - ALL DEPARTMENTS			$2,939.12

PP FBINAACHPTR

PP FBINAACHPTR	Police Career Services	CHARITABLE AND SOCIAL SERVICE ORGANIZA	$75.00
PP FBINAACHPTR - Total For Police Career Services			*$75.00*
PP FBINAACHPTR - ALL DEPARTMENTS			$75.00

PP WASCOP

PP WASCOP	Police Career Services	CHARITABLE AND SOCIAL SERVICE ORGANIZA	$185.00
PP WASCOP	Police Career Services	CHARITABLE AND SOCIAL SERVICE ORGANIZA	$185.00
PP WASCOP - Total For Police Career Services			*$370.00*
PP WASCOP - ALL DEPARTMENTS			$370.00

PROACTIVE SPORTS

PROACTIVE SPORTS	Golf	Logo Placement	$30.00
PROACTIVE SPORTS	Golf	Water Bottles	$75.00
PROACTIVE SPORTS - Total For Golf			*$105.00*
PROACTIVE SPORTS - ALL DEPARTMENTS			$105.00

PROFESSIONAL CLEANIN

PROFESSIONAL CLEANIN	WWTP Operations	Cleaning / janitorial service	$1,395.00
PROFESSIONAL CLEANIN - Total For WWTP Operations			*$1,395.00*

PROFESSIONAL CLEANIN - ALL DEPARTMENTS			$1,395.00

PSI SERVICES LLC

PSI SERVICES LLC	Police Career Services	SCHOOLS AND EDUCATIONAL SERVICES NOT	$175.00
PSI SERVICES LLC - Total For Police Career Services			*$175.00*
PSI SERVICES LLC - ALL DEPARTMENTS			$175.00

PUBLIC AGENCY TRAINI

PUBLIC AGENCY TRAINI	Police Career Services	SCHOOLS AND EDUCATIONAL SERVICES NOT	$525.00
PUBLIC AGENCY TRAINI - Total For Police Career Services			*$525.00*
PUBLIC AGENCY TRAINI - ALL DEPARTMENTS			$525.00

Publication Printers

Publication Printers	Rec Center - Admin	Summer Rec Guide	$1,129.18
Publication Printers	Rec Center - Admin	Summer Rec Guide	$134.62
Publication Printers - Total For Rec Center - Admin			*$1,263.80*
Publication Printers	Rec Center - Operations	Summer Rec Guide	$151.00
Publication Printers - Total For Rec Center - Operations			*$151.00*
Publication Printers - ALL DEPARTMENTS			$1,414.80

QUALITY OFFICE SOLUT

QUALITY OFFICE SOLUT	Engineering	STATIONERY,OFFICE SUPPLIES,PRINTING AN	$539.12
QUALITY OFFICE SOLUT - Total For Engineering			*$539.12*
QUALITY OFFICE SOLUT - ALL DEPARTMENTS			$539.12

R & R REST STOPS

R & R REST STOPS	Fire-EMS Training	Pump services at the drill tower	$119.00
R & R REST STOPS - Total For Fire-EMS Training			*$119.00*
R & R REST STOPS - ALL DEPARTMENTS			$119.00

RALPHS #0123

RALPHS #0123	Planning	GROCERY STORES, SUPERMARKETS	$12.04
RALPHS #0123	Planning	GROCERY STORES, SUPERMARKETS	$12.49
RALPHS #0123 - Total For Planning			*$24.53*
RALPHS #0123 - ALL DEPARTMENTS			$24.53

RAYALLEN.COM

RAYALLEN.COM	Police Canine Operations	DURABLE GOODS,NOT ELSEWHERE CLASSIFI	$178.23
RAYALLEN.COM - Total For Police Canine Operations			*$178.23*
RAYALLEN.COM - ALL DEPARTMENTS			$178.23

REED'S AUTOMOTIVE &

REED'S AUTOMOTIVE &	Fleet Maintenance Fund	Exhaust repair	$100.80
REED'S AUTOMOTIVE & - Total For Fleet Maintenance Fund			*$100.80*
REED'S AUTOMOTIVE & - ALL DEPARTMENTS			$100.80

RENAISSANCE HOTELS S

RENAISSANCE HOTELS S	Police Career Services	RENAISSANCE HOTELS	$744.78
RENAISSANCE HOTELS S - Total For Police Career Services			*$744.78*
RENAISSANCE HOTELS S - ALL DEPARTMENTS			$744.78

RESCUETECH1 INC

RESCUETECH1 INC	Fire-EMS Operations	New Wet Suits for Water Rescue	$437.00
RESCUETECH1 INC - Total For Fire-EMS Operations			*$437.00*
RESCUETECH1 INC - ALL DEPARTMENTS			$437.00

RESOLUTE INDUSTRIAL

RESOLUTE INDUSTRIAL	WWTP Operations	Dewatering building heater rental. 10/26/21-	$3,000.00
RESOLUTE INDUSTRIAL - Total For WWTP Operations			*$3,000.00*
RESOLUTE INDUSTRIAL - ALL DEPARTMENTS			$3,000.00

RESPOND FIRST AID OF

RESPOND FIRST AID OF	Public Transit - Operations	Office first aid supplies	$67.89
RESPOND FIRST AID OF - Total For Public Transit - Operations			*$67.89*
RESPOND FIRST AID OF - ALL DEPARTMENTS			$67.89

RICOH USA INC

RICOH USA INC	Code Enforcement	Copier usage	$384.98
RICOH USA INC	Code Enforcement	Copier usage	$18.20
RICOH USA INC - Total For Code Enforcement			*$403.18*
RICOH USA INC	Police Administration	Copier usage	$400.68
RICOH USA INC - Total For Police Administration			*$400.68*
RICOH USA INC - ALL DEPARTMENTS			$803.86

RIDLEY'S 1132

RIDLEY'S 1132	Fire-EMS Operations	Fuel	$44.09
RIDLEY'S 1132 - Total For Fire-EMS Operations			*$44.09*
RIDLEY'S 1132 - ALL DEPARTMENTS			$44.09

RINK SYSTEMS

RINK SYSTEMS	Ice Arena - Operations	Zamboni Gate Replacement Hinges, Spring-L	$1,048.20
RINK SYSTEMS - Total For Ice Arena - Operations			*$1,048.20*
RINK SYSTEMS - ALL DEPARTMENTS			$1,048.20

RJ'S CARPET CLEANING

RJ'S CARPET CLEANING	Public Transit - Operations	CARPET AND UPHOLSTERY CLEANING	$225.00
RJ'S CARPET CLEANING - Total For Public Transit - Operations			*$225.00*
RJ'S CARPET CLEANING - ALL DEPARTMENTS			$225.00

RMI CASPER

RMI CASPER	RWS - Booster Stations	Booster LOTO	$69.75
RMI CASPER - Total For RWS - Booster Stations			*$69.75*
RMI CASPER - ALL DEPARTMENTS			$69.75

ROCKY MOUNTAIN POWER

ROCKY MOUNTAIN POWER	Aquatics - Pool	Acct #54730761-112 9	$332.21
ROCKY MOUNTAIN POWER - Total For Aquatics - Pool			*$332.21*
ROCKY MOUNTAIN POWER	Cemetery	Acct #54730761-092 3	$103.78
ROCKY MOUNTAIN POWER - Total For Cemetery			*$103.78*
ROCKY MOUNTAIN POWER	City Center Building	Acct #54730761-093 1	$1,025.35
ROCKY MOUNTAIN POWER - Total For City Center Building			*$1,025.35*
ROCKY MOUNTAIN POWER	City Hall	Acct #54730761-093 1	$3,149.16
ROCKY MOUNTAIN POWER - Total For City Hall			*$3,149.16*
ROCKY MOUNTAIN POWER	Fleet Maintenance Fund	Acct #54730761-096 4	$3,312.81
ROCKY MOUNTAIN POWER - Total For Fleet Maintenance Fund			*$3,312.81*
ROCKY MOUNTAIN POWER	Golf - Operations	Acct #54730761-099 8	$4,057.33
ROCKY MOUNTAIN POWER - Total For Golf - Operations			*$4,057.33*
ROCKY MOUNTAIN POWER	Hogadon - Operations	Acct #54730761-126 9	$4,692.69
ROCKY MOUNTAIN POWER - Total For Hogadon - Operations			*$4,692.69*
ROCKY MOUNTAIN POWER	Ice Arena - Operations	Acct #54730761-101 2	$2,747.95
ROCKY MOUNTAIN POWER	Ice Arena - Operations	Acct #54730761-147 5	$3,367.40
ROCKY MOUNTAIN POWER - Total For Ice Arena - Operations			*$6,115.35*
ROCKY MOUNTAIN POWER	Marathon Building	Acct #54730761-093 1	$710.22
ROCKY MOUNTAIN POWER - Total For Marathon Building			*$710.22*
ROCKY MOUNTAIN POWER	Miller St. Dormitory	Acct #54730761-093 1	$35.20
ROCKY MOUNTAIN POWER - Total For Miller St. Dormitory			*$35.20*
ROCKY MOUNTAIN POWER	Parks - Parks Maint.	Acct #54730761-093 1	$658.21
ROCKY MOUNTAIN POWER - Total For Parks - Parks Maint.			*$658.21*
ROCKY MOUNTAIN POWER	Parks - Special Areas	Acct #54730761-132 7	$2,481.25
ROCKY MOUNTAIN POWER - Total For Parks - Special Areas			*$2,481.25*
ROCKY MOUNTAIN POWER	Police Administration	Acct #54730761-104 6	$202.47
ROCKY MOUNTAIN POWER - Total For Police Administration			*$202.47*
ROCKY MOUNTAIN POWER	Public Transit - Operations	Acct #54730761-156 6	$297.95
ROCKY MOUNTAIN POWER - Total For Public Transit - Operations			*$297.95*
ROCKY MOUNTAIN POWER	Rec Center - Operations	Acct #54730761-095 6	$3,437.69
ROCKY MOUNTAIN POWER - Total For Rec Center - Operations			*$3,437.69*
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-012 8	$1,045.65
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-010 2	$3,336.35
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-006 0	$149.52

ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-005 2	$382.22
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-017 7	$591.41
ROCKY MOUNTAIN POWER - Total For Regional Water Operations			*$5,505.15*
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-024 3	$24.80
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-016 9	$1,521.39
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-003 7	$2,443.78
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-015 1	$45.60
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-021 9	$24.20
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-019 3	$24.57
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-014 4	$26.08
ROCKY MOUNTAIN POWER - Total For RWS - Booster Stations			*$4,110.42*
ROCKY MOUNTAIN POWER	Sewer Wastewater Collection	Acct #54730761-105 3	$598.75
ROCKY MOUNTAIN POWER - Total For Sewer Wastewater Collection			*$598.75*
ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-135 0	$87.73
ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-002 2	$1,845.35
ROCKY MOUNTAIN POWER - Total For Water Tanks			*$1,933.08*
ROCKY MOUNTAIN POWER	WWTP Operations	Acct #54730761-004 8	$264.78
ROCKY MOUNTAIN POWER - Total For WWTP Operations			*$264.78*
ROCKY MOUNTAIN POWER - ALL DEPARTMENTS			$43,023.85

ROGUE

ROGUE	Fire-EMS Training	Echo Bike 2 pack	$1,569.75
ROGUE - Total For Fire-EMS Training			*$1,569.75*
ROGUE - ALL DEPARTMENTS			$1,569.75

Rooter

Rooter	Parks - Parks Maint.	Porta-John from R&R	$331.65
Rooter	Parks - Parks Maint.	Porta-John from R&R	$6.95
Rooter - Total For Parks - Parks Maint.			*$338.60*
Rooter - ALL DEPARTMENTS			$338.60

SAMS CLUB #6425

SAMS CLUB #6425	Balefill - Disposal & Landfill	JANITORIAL SUPPLIES SOLID WASTE AND MIL	$76.19

SAMS CLUB #6425	Balefill - Disposal & Landfill	SWF PLASTIC BAGS, DISHWASHER SOAP, JAN	$74.69
SAMS CLUB #6425	Balefill - Disposal & Landfill	SCALEHOUSE SUPPLIES	$16.47
SAMS CLUB #6425	Balefill - Disposal & Landfill	OPS SUPPLIES	$149.28
SAMS CLUB #6425	Balefill - Disposal & Landfill	SAFETY MEETING SUPPLIES	$31.22
SAMS CLUB #6425 - Total For Balefill - Disposal & Landfill			*$347.85*
SAMS CLUB #6425	Balefill - Diversion & Special	SWF PLASTIC BAGS, DISHWASHER SOAP, JAN	$50.05
SAMS CLUB #6425 - Total For Balefill - Diversion & Special			*$50.05*
SAMS CLUB #6425	Fire-EMS Operations	Station Supplies	$312.90
SAMS CLUB #6425	Fire-EMS Operations	Station Supplies	$220.17
SAMS CLUB #6425	Fire-EMS Operations	Station Supplies	$440.56
SAMS CLUB #6425 - Total For Fire-EMS Operations			*$973.63*
SAMS CLUB #6425	Ice Arena - Concessions	CONCESSIONS - Resale	$217.82
SAMS CLUB #6425	Ice Arena - Concessions	CONCESSIONS - Resale	$505.84
SAMS CLUB #6425	Ice Arena - Concessions	CONCESSIONS - Resale	$95.94
SAMS CLUB #6425 - Total For Ice Arena - Concessions			*$819.60*
SAMS CLUB #6425	Ice Arena - Operations	Kleenex Tissues	$12.64
SAMS CLUB #6425 - Total For Ice Arena - Operations			*$12.64*
SAMS CLUB #6425	Information Services	WHOLESALE CLUBS	$132.23
SAMS CLUB #6425 - Total For Information Services			*$132.23*
SAMS CLUB #6425	Police Career Services	WHOLESALE CLUBS	$167.88
SAMS CLUB #6425 - Total For Police Career Services			*$167.88*
SAMS CLUB #6425	Public Safety Communication	WHOLESALE CLUBS	$131.72
SAMS CLUB #6425 - Total For Public Safety Communications			*$131.72*
SAMS CLUB #6425	Rec Center - Classes	Friday at the Rec Snacks	$59.98
SAMS CLUB #6425 - Total For Rec Center - Classes			*$59.98*
SAMS CLUB #6425 - ALL DEPARTMENTS			$2,695.58

SAMSCLUB #6425

SAMSCLUB #6425	Fire-EMS Operations	Station Supplies	$127.63
SAMSCLUB #6425 - Total For Fire-EMS Operations			*$127.63*
SAMSCLUB #6425	Fleet Maintenance Fund	PAPER TOWELS, PLATES, BOWLS, UTENSILS,	$182.15
SAMSCLUB #6425 - Total For Fleet Maintenance Fund			*$182.15*
SAMSCLUB #6425	Ice Arena - Concessions	CONCESSIONS - Resale	$224.96
SAMSCLUB #6425 - Total For Ice Arena - Concessions			*$224.96*
SAMSCLUB #6425	Municipal Court	WHOLESALE CLUBS	$29.87

SAMSCLUB #6425 - Total For Municipal Court			*$29.87*
SAMSCLUB #6425 - ALL DEPARTMENTS			$564.61

SAMSCLUB.COM

SAMSCLUB.COM	Balefill - Disposal & Landfill	JANITORIAL SUPPLIES	$148.40
SAMSCLUB.COM	Balefill - Disposal & Landfill	SCALE HOUSE SUPPLIES	$121.84
SAMSCLUB.COM - Total For Balefill - Disposal & Landfill			*$270.24*
SAMSCLUB.COM	Police Career Services	WHOLESALE CLUBS	$70.00
SAMSCLUB.COM - Total For Police Career Services			*$70.00*
SAMSCLUB.COM	Rec Center - Classes	Operating Supplies CRC Classes	$368.84
SAMSCLUB.COM - Total For Rec Center - Classes			*$368.84*
SAMSCLUB.COM - ALL DEPARTMENTS			$709.08

SHEET METAL SPECIALT

SHEET METAL SPECIALT	Buildings & Structures Fund	Painting Supplies for Fire 1 - Sheet Metal Spe	$166.74
SHEET METAL SPECIALT - Total For Buildings & Structures Fund			*$166.74*
SHEET METAL SPECIALT - ALL DEPARTMENTS			$166.74

SHELL OIL 1282207300

SHELL OIL 1282207300	Police Career Services	AUTOMATED FUEL DISPENSERS	$47.12
SHELL OIL 1282207300 - Total For Police Career Services			*$47.12*
SHELL OIL 1282207300 - ALL DEPARTMENTS			$47.12

SHELL OIL 5744427920

SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$50.36
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$52.78
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$43.65
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$31.82
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$107.94
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$91.32
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$95.49
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$72.61
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$89.82

SHELL OIL 5744427920	Fire-EMS Operations	Fuel	$64.52
SHELL OIL 5744427920 - Total For Fire-EMS Operations			*$700.31*
SHELL OIL 5744427920 - ALL DEPARTMENTS			$700.31

SHELL OIL 5754344050

SHELL OIL 5754344050	Fire-EMS Training	Fuel for rental car while at Scott SCBA class	$33.15
SHELL OIL 5754344050 - Total For Fire-EMS Training			*$33.15*
SHELL OIL 5754344050 - ALL DEPARTMENTS			$33.15

SHELL OIL 910027383Q

SHELL OIL 910027383Q	Police Career Services	AUTOMATED FUEL DISPENSERS	$19.44
SHELL OIL 910027383Q - Total For Police Career Services			*$19.44*
SHELL OIL 910027383Q - ALL DEPARTMENTS			$19.44

SHERWIN-WILLIAMS COR

SHERWIN-WILLIAMS COR	Public Transit - CARES Act	GLASS, PAINT, WALLPAPER STORES	$284.08
SHERWIN-WILLIAMS COR - Total For Public Transit - CARES Act			*$284.08*
SHERWIN-WILLIAMS COR - ALL DEPARTMENTS			$284.08

SHUTTERFLY, INC.

SHUTTERFLY, INC.	Police Administration	PHOTOGRAPHIC STUDIOS	$787.00
SHUTTERFLY, INC.	Police Administration	PHOTOGRAPHIC STUDIOS	$94.81
SHUTTERFLY, INC. - Total For Police Administration			*$881.81*
SHUTTERFLY, INC. - ALL DEPARTMENTS			$881.81

SIMPLOT T&H DEN

SIMPLOT T&H DEN	Parks - Athletic Maint.	Pro League Red Infield Conditioner	$1,856.00
SIMPLOT T&H DEN - Total For Parks - Athletic Maint.			*$1,856.00*
SIMPLOT T&H DEN - ALL DEPARTMENTS			$1,856.00

SIRCHIE FINGER PRINT

SIRCHIE FINGER PRINT	Police Traffic Enforcement	COMMERCIAL EQUIPMENT, NOT ELSEWHER	$43.69
SIRCHIE FINGER PRINT - Total For Police Traffic Enforcement			*$43.69*
SIRCHIE FINGER PRINT - ALL DEPARTMENTS			$43.69

SKYLINE RANCHES

SKYLINE RANCHES	Sewer Fund	Monthly retail sewer revenue/Admin fee/20	($106.88)
SKYLINE RANCHES	Sewer Fund	Monthly retail sewer revenue/Admin fee/20	$1,068.78
SKYLINE RANCHES - Total For Sewer Fund			*$961.90*
SKYLINE RANCHES	WWTP Revenue and Transfer	Monthly retail sewer revenue/Admin fee/20	($820.81)
SKYLINE RANCHES - Total For WWTP Revenue and Transfers			*($820.81)*
SKYLINE RANCHES - ALL DEPARTMENTS			$141.09

SMARSH, INC

SMARSH, INC	Information Services	Monthly DVD & Email -Professional Archive/	$53.50
SMARSH, INC - Total For Information Services			*$53.50*
SMARSH, INC - ALL DEPARTMENTS			$53.50

SMITH PSYCHOLOGICAL

SMITH PSYCHOLOGICAL	Police Administration	Confidential legal or medical matters	$400.00
SMITH PSYCHOLOGICAL	Police Administration	Confidential legal or medical matters	$200.00
SMITH PSYCHOLOGICAL	Police Administration	Confidential legal or medical matters	$200.00
SMITH PSYCHOLOGICAL - Total For Police Administration			*$800.00*
SMITH PSYCHOLOGICAL - ALL DEPARTMENTS			$800.00

SOFT DR INC

SOFT DR INC	Balefill - Disposal & Landfill	Service call	$75.00
SOFT DR INC - Total For Balefill - Disposal & Landfill			*$75.00*
SOFT DR INC	Buildings & Structures Fund	Invoice adjustment	($16.30)
SOFT DR INC - Total For Buildings & Structures Fund			*($16.30)*
SOFT DR INC - ALL DEPARTMENTS			$58.70

SOLID WASTE ASSOCIA

SOLID WASTE ASSOCIA	Balefill - Disposal & Landfill	SWANA COMPOST WEBINAR	$49.00
SOLID WASTE ASSOCIA - Total For Balefill - Disposal & Landfill			*$49.00*
SOLID WASTE ASSOCIA	Refuse - Residential	ASSOCIATION DUES	$223.00
SOLID WASTE ASSOCIA - Total For Refuse - Residential			*$223.00*
SOLID WASTE ASSOCIA - ALL DEPARTMENTS			$272.00

SONNYSRVS. SONNYS R

SONNYSRVS. SONNYS R	Fire-EMS Operations	RV rental for sleeping at St. 1 during mold mi	$3,270.00
SONNYSRVS. SONNYS R - Total For Fire-EMS Operations			*$3,270.00*
SONNYSRVS. SONNYS R - ALL DEPARTMENTS			$3,270.00

SOURCE OFFICE

SOURCE OFFICE	Public Safety Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AN	$285.14
SOURCE OFFICE - Total For Public Safety Communications			*$285.14*
SOURCE OFFICE - ALL DEPARTMENTS			$285.14

SP CHUGWATER CHILI

SP CHUGWATER CHILI	General Fund Revenue	chili products for resale in gift shop	$277.51
SP CHUGWATER CHILI - Total For General Fund Revenue			*$277.51*
SP CHUGWATER CHILI - ALL DEPARTMENTS			$277.51

SP RANGE MART

SP RANGE MART	Golf - Operations	Driving Range Baskets	$577.00
SP RANGE MART - Total For Golf - Operations			*$577.00*
SP RANGE MART - ALL DEPARTMENTS			$577.00

SPARE LABS INC

SPARE LABS INC	Public Transit - CARES Act	Metered Max Active Vehicles-4/01/22-5/01/	$750.00
SPARE LABS INC - Total For Public Transit - CARES Act			*$750.00*
SPARE LABS INC - ALL DEPARTMENTS			$750.00

SPF45

SPF45	Police Career Services	AUTOMATED FUEL DISPENSERS	$50.00
SPF45	Police Career Services	AUTOMATED FUEL DISPENSERS	$29.62
SPF45 - Total For Police Career Services			*$79.62*
SPF45 - ALL DEPARTMENTS			$79.62

SPOKANE HRDWR HRDWR

SPOKANE HRDWR HRDWR	Aquatics - Operations	New Hardware for Lockers	$503.23
SPOKANE HRDWR HRDWR - Total For Aquatics - Operations			*$503.23*
SPOKANE HRDWR HRDWR - ALL DEPARTMENTS			$503.23

SPORTSFACIL

SPORTSFACIL	Rec Center - Operations	Basketball backboard repair canceled order	($592.00)
SPORTSFACIL - Total For Rec Center - Operations			*($592.00)*
SPORTSFACIL - ALL DEPARTMENTS			($592.00)

SPRINGHILL SUITES

SPRINGHILL SUITES	Police Career Services	SPRINGHILL SUITES	$107.42
SPRINGHILL SUITES - Total For Police Career Services			*$107.42*
SPRINGHILL SUITES - ALL DEPARTMENTS			$107.42

SQ COMPUTER PROFESS

SQ COMPUTER PROFESS	Buildings & Structures Fund	Replacement tablet case - CPU	$40.00
SQ COMPUTER PROFESS	Buildings & Structures Fund	Refund for incorrect tablet case - CPU	($57.00)
SQ COMPUTER PROFESS - Total For Buildings & Structures Fund			*($17.00)*
SQ COMPUTER PROFESS	City Clerk	MISCELLANEOUS AND RETAIL STORES	($2,217.00)
SQ COMPUTER PROFESS	City Clerk	COMPUTER MAINTENANCE,REPAIR & SERVIC	$2,217.00
SQ COMPUTER PROFESS - Total For City Clerk			*$0.00*
SQ COMPUTER PROFESS	Code Enforcement	Toner for Inspector Printer	$106.90
SQ COMPUTER PROFESS - Total For Code Enforcement			*$106.90*
SQ COMPUTER PROFESS	Fire-EMS Administration	Cyber power UPS for Chief Solberg's comput	$105.00
SQ COMPUTER PROFESS - Total For Fire-EMS Administration			*$105.00*

SQ COMPUTER PROFESS	Information Services	COMPUTER MAINTENANCE,REPAIR & SERVIC	$14.95
SQ COMPUTER PROFESS - Total For Information Services			*$14.95*
SQ COMPUTER PROFESS - ALL DEPARTMENTS			$209.85

SQ MY EDUCATIONAL R

SQ MY EDUCATIONAL R	Fire-EMS Training	BLS, ACLS, and AHA instructor cards	$522.00
SQ MY EDUCATIONAL R - Total For Fire-EMS Training			*$522.00*
SQ MY EDUCATIONAL R - ALL DEPARTMENTS			$522.00

SQ OCCASIONS BY

SQ OCCASIONS BY	Public Safety Communication	BANDS, ORCHESTRAS, ENTERTAINERS	$600.00
SQ OCCASIONS BY - Total For Public Safety Communications			*$600.00*
SQ OCCASIONS BY - ALL DEPARTMENTS			$600.00

SQ PEDEN'S INC.

SQ PEDEN'S INC.	Code Enforcement	Name tags for Historic Preservation	$18.90
SQ PEDEN'S INC.	Code Enforcement	MEN'S AND WOMEN'S CLOTHING STORES	$31.50
SQ PEDEN'S INC. - Total For Code Enforcement			*$50.40*
SQ PEDEN'S INC.	Police Career Services	MEN'S AND WOMEN'S CLOTHING STORES	$90.00
SQ PEDEN'S INC. - Total For Police Career Services			*$90.00*
SQ PEDEN'S INC.	Public Transit - Operations	Staff Name Tags	$18.00
SQ PEDEN'S INC.	Public Transit - Operations	Staff Name Tags	$27.00
SQ PEDEN'S INC.	Public Transit - Operations	Staff Name Badges	$27.00
SQ PEDEN'S INC. - Total For Public Transit - Operations			*$72.00*
SQ PEDEN'S INC. - ALL DEPARTMENTS			$212.40

SQ SCOTT ENVIRONMEN

SQ SCOTT ENVIRONMEN	Fire-EMS Operations	Asbestos Testing for St. 1	$336.38
SQ SCOTT ENVIRONMEN - Total For Fire-EMS Operations			*$336.38*
SQ SCOTT ENVIRONMEN - ALL DEPARTMENTS			$336.38

SQ STEVEN SCHANEMAN

SQ STEVEN SCHANEMAN	Rec Center - Operations	Advertisement in Magazine for Summer Cam	$513.57
SQ STEVEN SCHANEMAN - Total For Rec Center - Operations			*$513.57*
SQ STEVEN SCHANEMAN - ALL DEPARTMENTS			$513.57

SQ WCBO

SQ WCBO	Code Enforcement	CHARITABLE AND SOCIAL SERVICE ORGANIZA	$305.00
SQ WCBO - Total For Code Enforcement			*$305.00*
SQ WCBO - ALL DEPARTMENTS			$305.00

SQ WYATT ELECTRIC I

SQ WYATT ELECTRIC I	Parks - Parks Maint.	Electrical outlets installed at shop to eliminat	$647.50
SQ WYATT ELECTRIC I - Total For Parks - Parks Maint.			*$647.50*
SQ WYATT ELECTRIC I - ALL DEPARTMENTS			$647.50

SQ WYOMING CHAPTER

SQ WYOMING CHAPTER	Code Enforcement	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	$220.00
SQ WYOMING CHAPTER - Total For Code Enforcement			*$220.00*
SQ WYOMING CHAPTER - ALL DEPARTMENTS			$220.00

STAPLES

STAPLES	Balefill - Disposal & Landfill	MAINTENANCE BUILDING OFFICE USPPLIES	$42.96
STAPLES - Total For Balefill - Disposal & Landfill			*$42.96*
STAPLES	Fire-EMS Administration	Scott Airpack inventory supplies	$199.95
STAPLES - Total For Fire-EMS Administration			*$199.95*
STAPLES	Fire-EMS Operations	Computer, mouse and USB Hub for Scott Pos	$614.97
STAPLES - Total For Fire-EMS Operations			*$614.97*
STAPLES	Police Administration	STATIONARY, OFFICE AND SCHOOL SUPPLY S	$15.98
STAPLES - Total For Police Administration			*$15.98*
STAPLES	Police Investigations	STATIONARY, OFFICE AND SCHOOL SUPPLY S	$21.99
STAPLES - Total For Police Investigations			*$21.99*
STAPLES	Public Transit - Operations	OFFICE SUPPLIES	$67.46
STAPLES - Total For Public Transit - Operations			*$67.46*
STAPLES	Rec Center - Sports Programs	Aluminum Clipboard	$42.99

STAPLES	Rec Center - Sports Programs	Office chair, Mic. Office Supplies	$211.70
STAPLES - Total For Rec Center - Sports Programs			*$254.69*
STAPLES	Traffic Control	Printer cartridge and jump drive for paint tru	$37.98
STAPLES - Total For Traffic Control			*$37.98*
STAPLES	Water Meters	Rubber bands	$8.49
STAPLES - Total For Water Meters			*$8.49*
STAPLES - ALL DEPARTMENTS			$1,264.47

STATE OF WY.

STATE OF WY.	Health Insurance Fund	Retiree Subsidy - May 2022	$4,044.17
STATE OF WY.	Health Insurance Fund	Retiree Subsidy - March 2022	$23,279.22
STATE OF WY. - Total For Health Insurance Fund			*$27,323.39*
STATE OF WY.	Water Distribution	Loan #DW025	$96,220.69
STATE OF WY. - Total For Water Distribution			*$96,220.69*
STATE OF WY. - ALL DEPARTMENTS			$123,544.08

STATELINE NO 7 ARCHI

STATELINE NO 7 ARCHI	Capital Projects Fund	Architectural design for City	$5,694.00
STATELINE NO 7 ARCHI - Total For Capital Projects Fund			*$5,694.00*
STATELINE NO 7 ARCHI - ALL DEPARTMENTS			$5,694.00

STERLING

STERLING	Human Resources	Background checks	$1,952.32
STERLING - Total For Human Resources			*$1,952.32*
STERLING - ALL DEPARTMENTS			$1,952.32

STOTZ EQUIPMENT

STOTZ EQUIPMENT	Rec Center - Sports Programs	Hitch Pin for Pro Gator	$20.52
STOTZ EQUIPMENT - Total For Rec Center - Sports Programs			*$20.52*
STOTZ EQUIPMENT - ALL DEPARTMENTS			$20.52

SUMMIT FIRE & SECURI

SUMMIT FIRE & SECURI	Hogadon - Operations	Semi-Annual Inspection	$657.50
SUMMIT FIRE & SECURI - Total For Hogadon - Operations			*$657.50*
SUMMIT FIRE & SECURI - ALL DEPARTMENTS			$657.50

SUTHERLANDS 2219

SUTHERLANDS 2219	Rec Center - Sports Programs	Misc. Fencing Supplies	$30.32
SUTHERLANDS 2219	Rec Center - Sports Programs	Quick Crete for Base Anchors	$7.58
SUTHERLANDS 2219 - Total For Rec Center - Sports Programs			*$37.90*
SUTHERLANDS 2219	Water Meters	Paint	$32.94
SUTHERLANDS 2219 - Total For Water Meters			*$32.94*
SUTHERLANDS 2219	Water Tanks	MTN. RD. BOOSTER PUMP PARTS	$90.32
SUTHERLANDS 2219 - Total For Water Tanks			*$90.32*
SUTHERLANDS 2219 - ALL DEPARTMENTS			$161.16

TARGET

TARGET	Planning	Transit Anniversary Supplies	$59.99
TARGET - Total For Planning			*$59.99*
TARGET - ALL DEPARTMENTS			$59.99

TEMPLEPUBLI

TEMPLEPUBLI	Police Career Services	NATIONAL MINORITY UPDATE ADVERTISING	$195.00
TEMPLEPUBLI - Total For Police Career Services			*$195.00*
TEMPLEPUBLI - ALL DEPARTMENTS			$195.00

THE FAMILY CLINIC, L

THE FAMILY CLINIC, L	Public Transit - Operations	Physical	$135.00
THE FAMILY CLINIC, L - Total For Public Transit - Operations			*$135.00*
THE FAMILY CLINIC, L - ALL DEPARTMENTS			$135.00

THE HOME DEPOT

THE HOME DEPOT	Aquatics - Operations	Water Line Key	$29.97
THE HOME DEPOT - Total For Aquatics - Operations			*$29.97*

THE HOME DEPOT	Balefill - Disposal & Landfill	BALER FOAM TO CHECK TRACKS ON S. BALER	$18.45
THE HOME DEPOT - Total For Balefill - Disposal & Landfill			*$18.45*
THE HOME DEPOT	Buildings & Structures Fund	Paint supplies for Fire 1 - Home Depot	$36.67
THE HOME DEPOT	Buildings & Structures Fund	Smoke detector for Ft. Caspar Caretaker Hou	$74.97
THE HOME DEPOT	Buildings & Structures Fund	Paint supplies for Fire 1 - Home Depot	$39.86
THE HOME DEPOT - Total For Buildings & Structures Fund			*$151.50*
THE HOME DEPOT	Capital Projects Fund	Carpentry supplies for Lansing - Home Depot	$42.11
THE HOME DEPOT - Total For Capital Projects Fund			*$42.11*
THE HOME DEPOT	Fire-EMS Operations	Polished concrete floor cleaner	$23.16
THE HOME DEPOT - Total For Fire-EMS Operations			*$23.16*
THE HOME DEPOT	Hogadon - Operations	HOME SUPPLY WAREHOUSE STORES	$54.85
THE HOME DEPOT - Total For Hogadon - Operations			*$54.85*
THE HOME DEPOT	Ice Arena - Operations	Caster for Floor Scrubber	$29.46
THE HOME DEPOT - Total For Ice Arena - Operations			*$29.46*
THE HOME DEPOT	Police Administration	HOME SUPPLY WAREHOUSE STORES	$1,298.00
THE HOME DEPOT - Total For Police Administration			*$1,298.00*
THE HOME DEPOT	Rec Center - Operations	Maintenance supplies for room repair/prep	$27.50
THE HOME DEPOT	Rec Center - Operations	Repair and Mainten. supplies including paint,	$65.72
THE HOME DEPOT - Total For Rec Center - Operations			*$93.22*
THE HOME DEPOT	Rec Center - Sports Programs	Light Bulbs for Block Building	$35.20
THE HOME DEPOT	Rec Center - Sports Programs	Nail Drag Items	$84.80
THE HOME DEPOT	Rec Center - Sports Programs	Chain and bolt cutter for outfield gates	$191.97
THE HOME DEPOT	Rec Center - Sports Programs	Bubble Wrap for Light Bulbs	$22.48
THE HOME DEPOT	Rec Center - Sports Programs	sawzall for Athletics	$190.47
THE HOME DEPOT - Total For Rec Center - Sports Programs			*$524.92*
THE HOME DEPOT - ALL DEPARTMENTS			$2,265.64

THE INTERNATIONAL SO

THE INTERNATIONAL SO	Fire-EMS Administration	On year membership to the international Soc	$125.00
THE INTERNATIONAL SO - Total For Fire-EMS Administration			*$125.00*
THE INTERNATIONAL SO - ALL DEPARTMENTS			$125.00

THE OFFICE SHOP, INC

THE OFFICE SHOP, INC	Fire-EMS Administration	Fire admin copier fee for March 2022	$97.93

THE OFFICE SHOP, INC - Total For Fire-EMS Administration			*$97.93*
THE OFFICE SHOP, INC - ALL DEPARTMENTS			$97.93

THE ROYAL INN

THE ROYAL INN	Police State Grants	LODGING, HOTELS, MOTELS, RESORTS	$39.39
THE ROYAL INN - Total For Police State Grants			*$39.39*
THE ROYAL INN - ALL DEPARTMENTS			$39.39

THE UPS STORE

THE UPS STORE	Fire-EMS Administration	Shipment of Turnout gear for repair	$97.99
THE UPS STORE - Total For Fire-EMS Administration			*$97.99*
THE UPS STORE	Public Transit - Operations	BUSINESS SERVICES NOT ELSEWHERE CLASSI	$15.27
THE UPS STORE - Total For Public Transit - Operations			*$15.27*
THE UPS STORE	WWTP Operations	Shipping	$143.75
THE UPS STORE - Total For WWTP Operations			*$143.75*
THE UPS STORE - ALL DEPARTMENTS			$257.01

The Webstaurant Stor

The Webstaurant Stor	Customer Service	Cash Drawer Equipment	$1,123.29
The Webstaurant Stor - Total For Customer Service			*$1,123.29*
The Webstaurant Stor - ALL DEPARTMENTS			$1,123.29

THIRTY THREE MILE RO

THIRTY THREE MILE RO	Sewer Wastewater Collection	Monthly flushing water - March-April 2022	$78.40
THIRTY THREE MILE RO - Total For Sewer Wastewater Collection			*$78.40*
THIRTY THREE MILE RO - ALL DEPARTMENTS			$78.40

TOP OFFICE PRODUCTS

TOP OFFICE PRODUCTS	Buildings & Structures Fund	Quarterly copy charge - Feb, Mar, Apr 2022	$166.00
TOP OFFICE PRODUCTS - Total For Buildings & Structures Fund			*$166.00*
TOP OFFICE PRODUCTS	City Attorney	Copy charge - April 2022	$179.04
TOP OFFICE PRODUCTS - Total For City Attorney			*$179.04*

TOP OFFICE PRODUCTS	Fleet Maintenance Fund	Copy charge - April 2022	$55.48
TOP OFFICE PRODUCTS - Total For Fleet Maintenance Fund			*$55.48*
TOP OFFICE PRODUCTS	Municipal Court	Copy charge - April 2022	$61.88
TOP OFFICE PRODUCTS - Total For Municipal Court			*$61.88*
TOP OFFICE PRODUCTS	Parks - Parks Maint.	Copy charge - April 2022	$55.48
TOP OFFICE PRODUCTS - Total For Parks - Parks Maint.			*$55.48*
TOP OFFICE PRODUCTS	Public Transit - Operations	Copy Charge - April 2022	$133.73
TOP OFFICE PRODUCTS - Total For Public Transit - Operations			*$133.73*
TOP OFFICE PRODUCTS	Streets	Copy charge - April 2022	$55.47
TOP OFFICE PRODUCTS - Total For Streets			*$55.47*
TOP OFFICE PRODUCTS	Water Distribution	Copy charge - April 2022	$113.25
TOP OFFICE PRODUCTS - Total For Water Distribution			*$113.25*
TOP OFFICE PRODUCTS - ALL DEPARTMENTS			$820.33

TOWNEPLACE SUITES FR

TOWNEPLACE SUITES FR	Police Career Services	MARRIOT/TOWNPLACE SUITES	$0.02
TOWNEPLACE SUITES FR - Total For Police Career Services			*$0.02*
TOWNEPLACE SUITES FR - ALL DEPARTMENTS			$0.02

TOWNSQUARE MEDIA, IN

TOWNSQUARE MEDIA, IN	Golf - Operations	TV and Radio done with Townsquare	$500.00
TOWNSQUARE MEDIA, IN - Total For Golf - Operations			*$500.00*
TOWNSQUARE MEDIA, IN - ALL DEPARTMENTS			$500.00

TRACFONE AIRTIME

TRACFONE	AIRTIME	Police State Grants	TELECOMMUNICATION SERV.INCLUD. LOCAL	$32.36
TRACFONE	*AIRTIME - Total For Police State Grants*			*$32.36*
TRACFONE	**AIRTIME - ALL DEPARTMENTS**			$32.36

TRACTOR SUPPLY CO

TRACTOR SUPPLY CO	Fire-EMS Operations	Bolts	$21.05
TRACTOR SUPPLY CO - Total For Fire-EMS Operations			*$21.05*
TRACTOR SUPPLY CO	Weed & Pest Fund	Chemical	$329.98

TRACTOR SUPPLY CO	Weed & Pest Fund	Bare ground Chemical	$774.95
TRACTOR SUPPLY CO - Total For Weed & Pest Fund			*$1,104.93*
TRACTOR SUPPLY CO - ALL DEPARTMENTS			$1,125.98

TRAVEL GUARD GROUP I

TRAVEL GUARD GROUP I	Risk Management	INSURANCE-SALES & UNDERWRITING	$65.21
TRAVEL GUARD GROUP I - Total For Risk Management			*$65.21*
TRAVEL GUARD GROUP I - ALL DEPARTMENTS			$65.21

TROJAN TECHNOLOGIES

TROJAN TECHNOLOGIES	WWTP Operations	UV FACILITY CLEANER, SOCKETS	$270.40
TROJAN TECHNOLOGIES - Total For WWTP Operations			*$270.40*
TROJAN TECHNOLOGIES - ALL DEPARTMENTS			$270.40

TST CITY BREW COFFE

TST CITY BREW COFFE	Public Safety Communication	EATING PLACES, RESTAURANTS	$30.00
TST CITY BREW COFFE - Total For Public Safety Communications			*$30.00*
TST CITY BREW COFFE - ALL DEPARTMENTS			$30.00

UBER TRIP

UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	$4.40
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	$5.98
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	$7.69
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	$16.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	$4.71
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	$29.39
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	$38.48
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	$29.92
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	$33.55
UBER TRIP - Total For Police Career Services			*$170.12*
UBER TRIP - ALL DEPARTMENTS			$170.12

UNIFORMS 2 GEAR

UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	$51.59
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	$16.00
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	$51.20
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	$16.00
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	$51.20
UNIFORMS 2 GEAR - Total For Police Career Services			*$185.99*
UNIFORMS 2 GEAR - ALL DEPARTMENTS			$185.99

UNION WIRELESS

UNION WIRELESS	Water Tanks	Upper Rock Creek Reservoir SCADA & Cell Ph	$95.09
UNION WIRELESS - Total For Water Tanks			*$95.09*
UNION WIRELESS - ALL DEPARTMENTS			$95.09

UNITED 0162408251

UNITED 0162408251	Risk Management	UNITED AIRLINES	$926.20
UNITED 0162408251 - Total For Risk Management			*$926.20*
UNITED 0162408251 - ALL DEPARTMENTS			$926.20

UNITED 0169967139

UNITED 0169967139	Fire-EMS Training	Check bag fee for Scott SCBA class	$35.00
UNITED 0169967139 - Total For Fire-EMS Training			*$35.00*
UNITED 0169967139 - ALL DEPARTMENTS			$35.00

UNITED 0169984327

UNITED 0169984327	Police Career Services	UNITED AIRLINES	$35.00
UNITED 0169984327 - Total For Police Career Services			*$35.00*
UNITED 0169984327 - ALL DEPARTMENTS			$35.00

UNITED 0169984918

UNITED 0169984918	Police Career Services	UNITED AIRLINES	$35.00

UNITED 0169984918 - Total For Police Career Services			*$35.00*
UNITED 0169984918 - ALL DEPARTMENTS			$35.00

UNITED 0169987039

UNITED 0169987039	Risk Management	UNITED AIRLINES	$77.00
UNITED 0169987039 - Total For Risk Management			*$77.00*
UNITED 0169987039 - ALL DEPARTMENTS			$77.00

URGENT CARE OF CASPE

URGENT CARE OF CASPE	Property Insurance Fund	MEDICAL SERVICES & HEALTH PRACTITIONER	$3,849.00
URGENT CARE OF CASPE	Property Insurance Fund	MEDICAL SERVICES & HEALTH PRACTITIONER	$3,208.00
URGENT CARE OF CASPE - Total For Property Insurance Fund			*$7,057.00*
URGENT CARE OF CASPE	Public Transit - Operations	Physicals	$190.00
URGENT CARE OF CASPE	Public Transit - Operations	Physicals	$95.00
URGENT CARE OF CASPE - Total For Public Transit - Operations			*$285.00*
URGENT CARE OF CASPE - ALL DEPARTMENTS			$7,342.00

USPS PO 5715580945

USPS PO 5715580945	City Attorney	Certified Mailings at the US Postal Service	$22.14
USPS PO 5715580945 - Total For City Attorney			*$22.14*
USPS PO 5715580945 - ALL DEPARTMENTS			$22.14

USPS.COM POSTAL STOR

USPS.COM POSTAL STOR	Code Enforcement	POSTAGE STAMPS	$141.20
USPS.COM POSTAL STOR - Total For Code Enforcement			*$141.20*
USPS.COM POSTAL STOR - ALL DEPARTMENTS			$141.20

VCN NATRONACOMOTORVE

VCN NATRONACOMOTORVE	Fleet Maintenance Fund	LIC PLATES FOR CITY MNGR VEHICLE	$32.50
VCN NATRONACOMOTORVE - Total For Fleet Maintenance Fund			*$32.50*
VCN NATRONACOMOTORVE - ALL DEPARTMENTS			$32.50

VCN NATRONACOTITLESC

VCN NATRONACOTITLESC	Fleet Maintenance Fund	TITLES (2)	$32.50
VCN NATRONACOTITLESC - Total For Fleet Maintenance Fund			*$32.50*
VCN NATRONACOTITLESC - ALL DEPARTMENTS			$32.50

VCN NATRONAREALESTAT

VCN NATRONAREALESTAT	City Attorney	Release of Lien Filing at the Natrona County	$14.50
VCN NATRONAREALESTAT - Total For City Attorney			*$14.50*
VCN NATRONAREALESTAT - ALL DEPARTMENTS			$14.50

VERIZON WIRELESS

VERIZON WIRELESS	Balefill - Disposal & Landfill	Acct #642199740-00001	$40.01
VERIZON WIRELESS - Total For Balefill - Disposal & Landfill			*$40.01*
VERIZON WIRELESS	Buildings & Structures Fund	Acct #442124121-00001	$16.02
VERIZON WIRELESS - Total For Buildings & Structures Fund			*$16.02*
VERIZON WIRELESS	Parks - Parks Maint.	Acct #342080735-00001	$229.65
VERIZON WIRELESS - Total For Parks - Parks Maint.			*$229.65*
VERIZON WIRELESS	Water Distribution	Acct #542255605-00001	$275.92
VERIZON WIRELESS - Total For Water Distribution			*$275.92*
VERIZON WIRELESS - ALL DEPARTMENTS			$561.60

VERMEER SALES & SERV

VERMEER SALES & SERV	Fleet Maintenance Fund	Equipment repair	$9,962.17
VERMEER SALES & SERV - Total For Fleet Maintenance Fund			*$9,962.17*
VERMEER SALES & SERV - ALL DEPARTMENTS			$9,962.17

VISTAPRINT

VISTAPRINT	Municipal Court	Court Rule Signs	$44.09
VISTAPRINT - Total For Municipal Court			*$44.09*
VISTAPRINT - ALL DEPARTMENTS			$44.09

VISTAR ROCKY MOUNTAI

VISTAR ROCKY MOUNTAI	Ice Arena - Concessions	CONCESSIONS	$67.89
VISTAR ROCKY MOUNTAI - Total For Ice Arena - Concessions			*$67.89*
VISTAR ROCKY MOUNTAI - ALL DEPARTMENTS			$67.89

VOIANCE LLC

VOIANCE LLC	Public Safety Communication	BUSINESS SERVICES NOT ELSEWHERE CLASSI	$435.04
VOIANCE LLC - Total For Public Safety Communications			*$435.04*
VOIANCE LLC - ALL DEPARTMENTS			$435.04

VRC COMPANIES LLC

VRC COMPANIES LLC	City Attorney	File destruction fee	$82.62
VRC COMPANIES LLC - Total For City Attorney			*$82.62*
VRC COMPANIES LLC	Municipal Court	File destruction fee	$55.13
VRC COMPANIES LLC - Total For Municipal Court			*$55.13*
VRC COMPANIES LLC - ALL DEPARTMENTS			$137.75

WAL-MART #1617

WAL-MART #1617	Balefill - Disposal & Landfill	JANITORIAL SUPPLIES	$62.00
WAL-MART #1617	Balefill - Disposal & Landfill	JANITORIAL SUPPLIES AND MILLER HOUSE S	$286.05
WAL-MART #1617 - Total For Balefill - Disposal & Landfill			*$348.05*
WAL-MART #1617	Ice Arena - Concessions	CONCESSION - Butter for Pretzels	$38.24
WAL-MART #1617 - Total For Ice Arena - Concessions			*$38.24*
WAL-MART #1617	Parks - Special Areas	WALMART GARDEN CENTER PARENNIALS FO	$112.24
WAL-MART #1617 - Total For Parks - Special Areas			*$112.24*
WAL-MART #1617	Planning	GROCERY STORES, SUPERMARKETS	($14.88)
WAL-MART #1617 - Total For Planning			*($14.88)*
WAL-MART #1617	Police Federal Grants	GROCERY STORES, SUPERMARKETS	$10.00
WAL-MART #1617 - Total For Police Federal Grants			*$10.00*
WAL-MART #1617	Police Investigations	GROCERY STORES, SUPERMARKETS	$23.24
WAL-MART #1617 - Total For Police Investigations			*$23.24*
WAL-MART #1617	Rec Center - Operations	Bath towels for towel rentals, air freshners f	$174.91
WAL-MART #1617 - Total For Rec Center - Operations			*$174.91*

WAL-MART #1617 - ALL DEPARTMENTS			$691.80

WAL-MART #3778

WAL-MART #3778	Cemetery	WALMART SAFETY ITEMS CEMETERY	$57.64
WAL-MART #3778 - Total For Cemetery			*$57.64*
WAL-MART #3778	Public Transit - Operations	Office Supplies	$29.82
WAL-MART #3778 - Total For Public Transit - Operations			*$29.82*
WAL-MART #3778	Rec Center - Classes	Cupcake Class Supplies	$35.74
WAL-MART #3778 - Total For Rec Center - Classes			*$35.74*
WAL-MART #3778	Regional Water Operations	Office Supplies; JPB Meeting Dessert, Staples	$24.85
WAL-MART #3778 - Total For Regional Water Operations			*$24.85*
WAL-MART #3778 - ALL DEPARTMENTS			$148.05

WAMCO LABS, INC.

WAMCO LABS, INC.	WWTP Operations	2Q 2022 Whole Effluent Toxicity Testing	$1,100.00
WAMCO LABS, INC. - Total For WWTP Operations			*$1,100.00*
WAMCO LABS, INC. - ALL DEPARTMENTS			$1,100.00

WARDWELL WATER & SEW

WARDWELL WATER & SEW	RWS - Booster Stations	Monthly water usage	$31.17
WARDWELL WATER & SEW - Total For RWS - Booster Stations			*$31.17*
WARDWELL WATER & SEW - ALL DEPARTMENTS			$31.17

WAYNE COLEMAN CONSTR

WAYNE COLEMAN CONSTR	Capital Projects Fund	Construction project - not bui	$38,358.15
WAYNE COLEMAN CONSTR - Total For Capital Projects Fund			*$38,358.15*
WAYNE COLEMAN CONSTR - ALL DEPARTMENTS			$38,358.15

WEAR PARTS INC

WEAR PARTS INC	Traffic Control	Banner cap materials and hardware for sign i	$286.68
WEAR PARTS INC - Total For Traffic Control			*$286.68*

WEAR PARTS INC - ALL DEPARTMENTS			$286.68

WEISSMAN'S THEATRICA

WEISSMAN'S THEATRICA	Rec Center - Operations	Dance Recital Outfits for Spring Programs	$419.60
WEISSMAN'S THEATRICA - Total For Rec Center - Operations			*$419.60*
WEISSMAN'S THEATRICA - ALL DEPARTMENTS			$419.60

WEST PLAINS ENGINEER

WEST PLAINS ENGINEER	Balefill - Disposal & Landfill	Solid Waste Thermal and Electr	$1,150.00
WEST PLAINS ENGINEER - Total For Balefill - Disposal & Landfill			*$1,150.00*
WEST PLAINS ENGINEER - ALL DEPARTMENTS			$1,150.00

WEST PUBLISHING CORP

WEST PUBLISHING CORP	City Attorney	Library Plan Charges	$143.25
WEST PUBLISHING CORP	City Attorney	Online/software subscription charges	$848.74
WEST PUBLISHING CORP - Total For City Attorney			*$991.99*
WEST PUBLISHING CORP - ALL DEPARTMENTS			$991.99

WESTCO

WESTCO	Golf - Operations	4 bags 30-0-10 50% duration	$130.72
WESTCO - Total For Golf - Operations			*$130.72*
WESTCO - ALL DEPARTMENTS			$130.72

WESTERN SIGN & DESIG

WESTERN SIGN & DESIG	Police Administration	Installation of office door signs	$282.04
WESTERN SIGN & DESIG	Police Administration	Installation of signs	$2,207.46
WESTERN SIGN & DESIG - Total For Police Administration			*$2,489.50*
WESTERN SIGN & DESIG - ALL DEPARTMENTS			$2,489.50

WESTERN WYOMING LOCK

WESTERN WYOMING LOCK	Metro Animal Control	MISCELLANEOUS PERSONAL SERVICES	$3.75

WESTERN WYOMING LOCK - Total For Metro Animal Control			*$3.75*
WESTERN WYOMING LOCK	Police Patrol	MISCELLANEOUS PERSONAL SERVICES	$50.00
WESTERN WYOMING LOCK - Total For Police Patrol			*$50.00*
WESTERN WYOMING LOCK	Police State Grants	MISCELLANEOUS PERSONAL SERVICES	$180.00
WESTERN WYOMING LOCK - Total For Police State Grants			*$180.00*
WESTERN WYOMING LOCK	Water Meters	Locks	$70.50
WESTERN WYOMING LOCK	Water Meters	Padlocks	$205.50
WESTERN WYOMING LOCK - Total For Water Meters			*$276.00*
WESTERN WYOMING LOCK - ALL DEPARTMENTS			$509.75

WESTLAND PARK-RED BU

WESTLAND PARK-RED BU	Sewer Fund	Monthly retail sewer revenue/Admin fee/20	($386.00)
WESTLAND PARK-RED BU	Sewer Fund	Monthly retail sewer revenue/Admin fee/20	$3,860.00
WESTLAND PARK-RED BU - Total For Sewer Fund			*$3,474.00*
WESTLAND PARK-RED BU	WWTP Revenue and Transfer	Monthly retail sewer revenue/Admin fee/20	($1,508.89)
WESTLAND PARK-RED BU - Total For WWTP Revenue and Transfers			*($1,508.89)*
WESTLAND PARK-RED BU - ALL DEPARTMENTS			$1,965.11

WM SUPERCENTER

WM SUPERCENTER	Balefill - Disposal & Landfill	GROCERY STORES, SUPERMARKETS	$13.14
WM SUPERCENTER	Balefill - Disposal & Landfill	JANITOR SUPPLIES	$43.20
WM SUPERCENTER	Balefill - Disposal & Landfill	REPLACE COFFEE MAKER PLUS DONATED CO	$59.97
WM SUPERCENTER - Total For Balefill - Disposal & Landfill			*$116.31*
WM SUPERCENTER	Balefill - Diversion & Special	TAPE FOR BATTERY RECYCLING BOXES	$17.94
WM SUPERCENTER - Total For Balefill - Diversion & Special			*$17.94*
WM SUPERCENTER	Parks - Special Areas	WALMART SHRUBS CITY PLANTERS SA	$110.50
WM SUPERCENTER - Total For Parks - Special Areas			*$110.50*
WM SUPERCENTER	Police Administration	GROCERY STORES, SUPERMARKETS	$19.98
WM SUPERCENTER - Total For Police Administration			*$19.98*
WM SUPERCENTER	Police Federal Grants	GROCERY STORES, SUPERMARKETS	$30.00
WM SUPERCENTER - Total For Police Federal Grants			*$30.00*
WM SUPERCENTER	Rec Center - Classes	Camp supplies: crafts, stationary, tapes	$153.67
WM SUPERCENTER - Total For Rec Center - Classes			*$153.67*
WM SUPERCENTER	Regional Water Operations	Office Supplies - Binders & Lens Wipes	$25.53

WM SUPERCENTER - Total For Regional Water Operations			*$25.53*
WM SUPERCENTER - ALL DEPARTMENTS			$473.93

WPSG, INC.

WPSG, INC.	Fire-EMS Operations	The EMS Store - EMS Bags for new engines	$472.77
WPSG, INC. - Total For Fire-EMS Operations			*$472.77*
WPSG, INC. - ALL DEPARTMENTS			$472.77

WRIST-BAND CUSTOMLA

WRIST-BAND CUSTOMLA	Public Transit - Operations	Promotional Materials / Key Lanyards	$349.43
WRIST-BAND CUSTOMLA - Total For Public Transit - Operations			*$349.43*
WRIST-BAND CUSTOMLA - ALL DEPARTMENTS			$349.43

WWW.EVAWINTL.ORG

WWW.EVAWINTL.ORG	Police Federal Grants	CIVIC, SOCIAL AND FRATERNAL ASSOCIATION	$49.00
WWW.EVAWINTL.ORG - Total For Police Federal Grants			*$49.00*
WWW.EVAWINTL.ORG - ALL DEPARTMENTS			$49.00

WY. ASSOC. OF RURAL

WY. ASSOC. OF RURAL	Water Meters	Conference registration, M. Dean	$225.00
WY. ASSOC. OF RURAL - Total For Water Meters			*$225.00*
WY. ASSOC. OF RURAL - ALL DEPARTMENTS			$225.00

WY. MACHINERY CO.

WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$726.00
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$746.99
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$550.71
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$1,971.22
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$469.06
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$471.57
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$730.65
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$5,111.61

WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$1,372.47
WY. MACHINERY CO.	Fleet Maintenance Fund	Reference Invoice #WO7133234	($3,218.50)
WY. MACHINERY CO.	Fleet Maintenance Fund	Original inv #WO7070664	($321.65)
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$570.09
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$4,982.19
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$3,218.50
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$603.67
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$1,348.61
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$3,297.83
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$1,377.76
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$321.65
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$403.10
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$2,944.24
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$1,799.04
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$612.79
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$263.76
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$599.68
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$913.66
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$34.50
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$2,249.33
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$321.65
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	$1,012.21
WY. MACHINERY CO. - Total For Fleet Maintenance Fund			*$35,484.39*
WY. MACHINERY CO. - ALL DEPARTMENTS			$35,484.39

WY. WORKERS COMPENSA

WY. WORKERS COMPENSA	Balefill - Disposal & Landfill	FY22 Q1 Unemployment	($394.29)
WY. WORKERS COMPENSA - Total For Balefill - Disposal & Landfill			*($394.29)*
WY. WORKERS COMPENSA	Golf - Operations	FY22 Q1 Unemployment	$342.48
WY. WORKERS COMPENSA - Total For Golf - Operations			*$342.48*
WY. WORKERS COMPENSA	Municipal Court	FY22 Q1 Unemployment	$439.81
WY. WORKERS COMPENSA - Total For Municipal Court			*$439.81*
WY. WORKERS COMPENSA	Parks - Parks Maint.	FY22 Q1 Unemployment	$200.01
WY. WORKERS COMPENSA - Total For Parks - Parks Maint.			*$200.01*
WY. WORKERS COMPENSA	Rec Center - Classes	FY22 Q1 Unemployment	$1,374.30

WY. WORKERS COMPENSA - Total For Rec Center - Classes			*$1,374.30*
WY. WORKERS COMPENSA - ALL DEPARTMENTS			$1,962.31

WYOMING ENGINEERING

WYOMING ENGINEERING	Engineering	Annual Dues / 2022 Membership	$240.00
WYOMING ENGINEERING - Total For Engineering			*$240.00*
WYOMING ENGINEERING - ALL DEPARTMENTS			$240.00

WYOMING LOCK & SAFE

WYOMING LOCK & SAFE	Regional Water Operations	Replace lockset	$241.00
WYOMING LOCK & SAFE - Total For Regional Water Operations			*$241.00*
WYOMING LOCK & SAFE - ALL DEPARTMENTS			$241.00

WYOMING STEEL & RECY

WYOMING STEEL & RECY	Balefill - Disposal & Landfill	Used tubing	$1,323.00
WYOMING STEEL & RECY - Total For Balefill - Disposal & Landfill			*$1,323.00*
WYOMING STEEL & RECY - ALL DEPARTMENTS			$1,323.00

WYOMING STEEL RECYCL

WYOMING STEEL RECYCL	Sewer Wastewater Collection	manhole repair supplies	$271.50
WYOMING STEEL RECYCL - Total For Sewer Wastewater Collection			*$271.50*
WYOMING STEEL RECYCL - ALL DEPARTMENTS			$271.50

WYOMING WORK WAREHOU

WYOMING WORK WAREHO	Balefill - Diversion & Special	HIGH VISIBLE SHIRTS	$66.56
WYOMING WORK WAREHOU - Total For Balefill - Diversion & Special			*$66.56*
WYOMING WORK WAREHOU - ALL DEPARTMENTS			$66.56

XEROX CORPORATION

XEROX CORPORATION	Regional Water Operations	Copier usage	$236.06
XEROX CORPORATION - Total For Regional Water Operations			*$236.06*

XEROX CORPORATION - ALL DEPARTMENTS			$236.06

YAMAHA MOTOR FINANCE

YAMAHA MOTOR FINANCE	Golf - Rental	Customer #2358419	$13,165.00
YAMAHA MOTOR FINANCE - Total For Golf - Rental			*$13,165.00*
YAMAHA MOTOR FINANCE - ALL DEPARTMENTS			$13,165.00

CITYWIDE BILLS AND CLAIMS TOTAL $1,947,653.31

I certify, under penalty of perjury, that this listing of vouchers and the items included therein for payment are correct and just in every respect.

SUBMITTED BY (Finance Dir) _____ DATE _____

DULY AUDITED BY (City Manager) _____ DATE _____

APPROVED BY (Mayor) _____ DATE _____

CITY of CASPER, WYOMING
BILLS and CLAIMS ADDENDUM
Council Meeting
05/17/22

Additional Accounts Payable

04/28/22 **Prewrits - Customer Refund, Customer Utility Refunds & Travel Reimbursements**

WCDA - Payment incorrectly posted to COC lockbox	760.00
Caleb Coleman - Hydrant meter deposit refund	85.00
Sam Dunnuck - Travel reimbursement	206.50
Bev Skovgard - Travel reimbursement	241.50
Mike Ogden - Travel reimbursement	172.50
Austin Birkle - Travel reimbursement	206.50
Justin Price - Travel reimbursement	206.50
Luke Iselin - Travel reimbursement	172.50
Joleen Benson - Utility Refund	56.99
Barbara Blake - Utility Refund	36.59
Matt Cisneros - Utility Refund	82.96
Brian G Clark - Utility Refund	63.68
Beau Covert - Utility Refund	59.10
Kathy Cox - Utility Refund	42.85
Rodger Dillard - Utility Refund	41.21
Lori Doering - Utility Refund	37.78
Daniel Dundas - Utility Refund	38.83
Kara Dyess - Utility Refund	47.28
Bert Edwards - Utility Refund	41.19
Engie Insight MS-535 / General Growth Properties - Utility Refund	1,503.29
Gail/Van Frazier - Utility Refund	121.46
Full Rod Construction / Jeremy Shanks - Utility Refund	25.00
Mary Gaddis - Utility Refund	145.49
Carole Gassman - Utility Refund	20.08
Tobi Guffey - Utility Refund	64.48
Gyrodata - Utility Refund	866.30
Installation & Service - Utility Refund	25.00
Installation & Service - Utility Refund	25.00
Midwest Hose & Supply - Utility Refund	18.22
Alfred/Julian Orr - Utility Refund	16.51
Plows Diner - Utility Refund	143.30
Sage Hills Group/Smith & Assoc - Utility Refund	1,111.03
Ron D Salveson - Utility Refund	93.34
Beth Snesko - Utility Refund	76.16
Mitchell Ray Jr, Spring - Utility Refund	13.23
Kasey Stewart - Utility Refund	11.93
Tyler Vifian - Utility Refund	31.92
Richard Wheeler - Utility Refund	238.21
	7,149.41

05/03/22 **Prewrits - Petty Cash**

FIB - Petty Cash (Muni Court)	1,500.00
	1,500.00

CITY of CASPER, WYOMING
BILLS and CLAIMS ADDENDUM
Council Meeting
05/17/22

05/05/02 **Prewrits - Payroll Vendors, Travel Reimbursements, AP Vendors & Utility Refunds**

American Heritage Life Insurance Company (Allstate)	8,333.68
Continental American Insurance Company (Aflac)	1,322.48
Keri Patrick - Travel reimbursement	129.01
Michael Paschke - Travel reimbursement	206.50
Jon Schlager - Travel reimbursement	21.76
Global Spectrum - April 2022 net operating loss funds	76,242.50
Natrona County Treasurer - Certificate of purchase - 2118 S Jefferson	117.17
A-1 Used Tire/Mathes, Terry Devon - Utility Refund	18.22
Becker Development/Becker, Richard - Utility Refund	18.22
Becker, Michael - Utility Refund	13.86
Bertagnole, Richard - Utility Refund	67.77
Betts, Gina L - Utility Refund	35.74
Brandt, Lee/Coral, Marcela - Utility Refund	55.07
Caine, Lonnie - Utility Refund	35.92
Carrell, Hazel - Utility Refund	74.98
Castle, David - Utility Refund	38.41
Cohee, Anna - Utility Refund	39.59
Decker, Mary J - Utility Refund	39.21
Eve, Vicki - Utility Refund	41.19
Gao, Lu - Utility Refund	56.94
Hall, Tacy - Utility Refund	75.56
Innovex Downhole Solution/Adam Anderson CEO - Utility Refund	53.92
Kilby, Nita - Utility Refund	51.13
Lange, Charles - Utility Refund	63.37
Linaman, Isaac - Utility Refund	107.21
M&M Homes - Utility Refund	236.94
Marvel, Brian - Utility Refund	123.68
Ogg, Trisha - Utility Refund	12.59
Palkesh Hospitality Inv - Utility Refund	322.17
Palkesh Hospitality Inv - Utility Refund	230.91
Palmer, Jack/Wendy - Utility Refund	85.56
Petersen, Laverne A - Utility Refund	189.56
Peterson, Kacey - Utility Refund	75.56
Robertson, Natasha/Ryan - Utility Refund	37.78
Strother, Lacie - Utility Refund	50.00
Whitlock, Cynthia - Utility Refund	11.48
Wyoming Medical Center, C/O Banner Health - Utility Refund	25.00
Wyoming Medical Center, C/O Banner Health - Utility Refund	25.00
Wyoming Medical Center, C/O Banner Health - Utility Refund	25.00
Wyoming Medical Center, C/O Banner Health - Utility Refund	25.00
Zimmers, George L - Utility Refund	82.96
NCPERS Group Life Insurance	1,392.00
Richard F and Lou A Stahley - Property Purchase	60,000.00
Wyo Retirement System - City	269,000.71
Wyo Retirement System - Police	119,785.31
	538,996.62
Total Additional AP	**$ 547,646.03**

May 6, 2022

MEMO TO: City Council
J. Carter Napier, City Manager

FROM: John Henley, City Attorney

SUBJECT: An Ordinance Amending Sections 10.36.010 and 10.36.020 of Chapter 10.36 – Parking, of the Casper Municipal Code.

Meeting Type & Date
Regular Council Meeting
May 17, 2022

Action type
Minute action

Recommendation
That City Council establish, by minute action, June 7, 2022, as the public hearing and first reading of an Ordinance Amending Sections 10.36.010 and 10.36.020 of Chapter 10.36 – Parking, of the Casper Municipal Code.

Summary
On May 18, 2021, the governing body passed, adopted and approved Ordinance No. 11-21 An Ordinance Amending Various Sections of Chapter 10.36 – Parking, of the Casper Municipal Code, and Resolution 21-56 – A Resolution Adopting the City of Casper Parking Manual and Establishing Application Fees, Permit Fees and Fine Schedules Pertaining to Parking. The general collection of the City's parking prohibitions, limitations, regulations, and exceptions are contained in the City of Casper's Parking Manual (adopted by Resolution 21-56).

The Ordinance, Resolution and Parking Manual adopted in May of 2021, established a pilot program to allow parkway parking, limited to the area of 12th Street and 13th Street between CY Avenue and McKinley Street, subject to a permit approved by City Staff. Council recently discussed opening parkway parking city-wide subject to those with a proper parking permit.

Staff is requesting City Council to establish June 7, 2022, as the public hearing and first reading of an Ordinance Amending Sections 10.36.010 and 10.36.020 of Chapter 10.36 – Parking, of the Casper Municipal Code.

Financial Considerations
Anticipated minimal reduction in parkway permit fees.
Increase in staff time.

Oversight/Project Responsibility
John Henley, City Attorney
Jeff Bullard, Lieutenant

Attachments
None

May 3, 2022

MEMO TO: City Council
J. Carter Napier, City Manager

FROM: John Henley, City Attorney

SUBJECT: An Ordinance Amending Chapter 5.24 – Hotels and Roominghouses, of the Casper Municipal Code regarding licensing and regulation of commercial hotels, motels and lodging facilitates within the City of Casper.

Meeting Type & Date
Regular Council Meeting
May 17, 2022

Action type
Public Hearing and First Reading

Recommendation
Conduct the Public Hearing and First Reading of an Ordinance Amending Chapter 5.24 – Hotels and Roominghouses, of the Casper Municipal Code which addresses the licensing and regulation of commercial hotels, motels and lodging facilities within the City of Casper.

Summary
Chapter 5.24 of the Casper Municipal Code was passed on July 19, 1920. This chapter needs updated to remove archaic language. A proposed ordinance to update the outdated language in the code was discussed at the March 8, 2022, work session and a public hearing was scheduled for April 5, 2022. However, the public hearing was canceled after a question surfaced regarding vacation homes and short-term rentals in the Council's discussion.

At the April 12, 2022, Work Session, Council discussed vacation homes and short-term rentals. Council concluded that staff need not address short-term private rentals for Airbnb and VRBO by city ordinance at this time.

Staff is requesting to move forward with an ordinance amendment and conduct the Public Hearing and First Reading of An Ordinance Amending Chapter 5.24 – Hotels and Roominghouses, of the Casper Municipal Code.

Financial Considerations
It is anticipated there will be a minimal change in license fees and uniformity thereof ($25.00 per business/calendar year).

Oversight/Project Responsibility
John Henley, City Attorney
Keith McPheeters, Chief of Police

Attachments
Ordinance

ORDINANCE NO. 5-22

AN ORDINANCE AMENDING CHAPTER 5.24 – HOTELS AND ROOMINGHOUSES, OF THE CASPER MUNICIPAL CODE.

WHEREAS, the governing body of the City of Casper has the authority granted by Wyoming State Statute §15-1-103(a)(xiii) and (xli) to adopt ordinances and resolutions necessary to protect the health, safety and welfare of the City and of its citizens; and,

WHEREAS, the governing body of the City of Casper may perform all acts in relation to the concerns of the city necessary to the exercise of its corporate powers; and,

WHEREAS, the Casper Municipal Code needs updated and modified from time to time; and,

WHEREAS, the governing body of the City of Casper desires to update and amend the following Sections of Chapter 5.24 Hotels and Roominghouses.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

Section 1: Chapter 5.24 Hotels and Roominghouses is renamed "Commercial Hotels, Motels and Lodging Facilities."

Section 2: The following Sections of Chapter 5.24 are amended and shall be codified as follows:

5.24.010 Definitions.

For the purpose of this chapter, the terms "lodging facility" ~~"roominghouse" and "lodginghouse"~~ means any business or enterprise ~~and includes any house or dwelling~~ where four (4) or more rooms or structures on one (1) parcel of real estate are rented for overnight accommodations. ~~to roomers or lodgers than are used or occupied by the head of the house or his immediate family, whether he be such as tenant, owner, agent or occupant. The terms "roominghouse" and the term "lodginghouse" shall be construed to be synonymous.~~

~~(Prior code § 19-1)~~

5.24.020 License—Required—Fee.

No person shall ~~conduct, keep, manage, operate or cause to be conducted, kept, managed or operated, either as owner, lessor, lessee, agent or attorney,~~ own, operate or manage any ~~hotel, roominghouse or lodginghouse~~ lodging facility within the city without first having obtained a license from the city to do so. The licenses shall be issued annually and shall expire on the 31st day of December ~~31st~~ of each year. Any ~~roominghouse, lodginghouse, or hotel~~ lodging facility within the city shall pay an annual license fee of ~~ten dollars~~ twenty-five dollars ($25.00) per

calendar year. ~~upon the first twenty rooms or fractional number thereof, and twenty-five cents for each additional room over the twentyieth room.~~

~~(Prior code § 19-2)~~

5.24.030 License—Nontransferable.

No license issued under this chapter shall be transferred or assigned.

~~(Prior code § 19-7)~~

5.24.040 License—Posting required.

It is the duty of every person to whom a license is issued, as provided in this chapter, to display such license in a conspicuous manner in the office of the lodging facility ~~hotel, roominghouse, or lodginghouse~~ to which the license relates.

~~(Prior code § 19-5)~~

5.24.050 License—Cancellation—Hearing.

The city council may cancel any license issued under this chapter for violation of any provisions of this chapter. Before such cancellation, however, the licensee shall be notified and shall have a hearing before the city council if demanded. This provision shall not impair or supplant any other legal obligation or prevent the imposition of any other penalty established by lawful ordinances, regulations or statutes.

~~(Prior code § 19-6)~~

5.24.060 Room numbering required.

Any person to whom a license is issued, as provided in this chapter, shall cause each rental unit in such lodging facility to be identified in ~~sleeping room and apartment in such house or hotel to which the license relates to be numbered in~~ a plain and conspicuous manner~~,~~; the number or room name to be placed on the outside of the door to such room, and no two such doors shall bear the same number or name.

~~(Prior code § 19-9)~~

5.24.070 Guest registration.

Every person to whom a license is issued for the operation of a lodging facility ~~to conduct a hotel, motel, rooming house, lodging house (hereafter lodging operation)~~ shall, at all times, keep a ~~hotel~~ register, which shall contain the names of all ~~guests or~~ persons renting the rooms ~~or occupying rooms in~~ and/or the~~such lodging operation~~ structure(s) of the lodging facility and the~~ir~~ vehicle information of the occupants of the room(s) or structure(s)~~, which register shall be signed by the person renting a room or by someone under the person's direction.~~ After the registration, the manager of the lodging operation, or the manager's agent, shall write the number of the room inside which such such guest or person is to~~will occupy, together with the time when~~

~~such room is rented, all of which shall be done before such person and the party of such person are permitted to occupy such rooms.~~ Any peace officer of the city or state may request the consent of the manager of the lodging operation, or the manager's agent, to inspect the record or a part of it pertaining to specific names or vehicles as part of the police and sheriffs departments' public safety responsibilities.

~~(Prior code § 19-8; Ord. No. 17-18, 10-16-2018)~~

5.24.080 Use of fictitious name prohibited.

It is unlawful for any person to write or cause to be written in any ~~hotel~~such register (5.24.070) any ~~other or different~~ name other than the accurate~~true~~ name of such person or the name by which such person is generally known.

~~(Prior code § 19-12)~~

5.24.090 Immoral practices prohibited.

No person to whom a license is issued, or their agent(s), ~~, as provided in this chapter,~~ shall authorize~~suffer~~ or permit the ~~hotel, roominghouse, or lodginghouse~~ lodging facility to which such license relates to be used as a ~~as a house of ill fame,~~ brothel~~,~~ or ~~bawdyhouse or disorderly house,~~ for the purpose of prostitution as defined in the Casper Municipal Code or in the Wyoming State Statutes.~~, fornication or lewdness; or suffer any lascivious cohabitation, adultery, fornication or other immoral practice to be carried on therein.~~

~~(Prior code § 19-11)~~

5.24.100 Right of entry for inspection.

Any officer of the city has the right to enter into, and upon, the ~~premises~~ common areas of any ~~hotel, roominghouse, or lodginghouse~~ lodging facility for the purpose of inspection at any reasonable hour. This provision shall not impair an officer's ability to seek and obtain a search or arrest warrant which shall~~may~~ be executed pursuant to the terms of the warrant.~~as at any other location.~~

~~(Prior code § 19-10)~~

5.24.110 Violation—Liability—Prosecution.

A. Where a license is issued to any copartnership, corporation or association to ~~conduct~~ own, manage or operate a ~~hotel, roominghouse, or lodginghouse,~~ lodging facility any person having charge, management or control of such ~~hotel, roominghouse, or lodginghouse~~ lodging facility may~~shall~~ be subject ~~liable~~ to prosecution for any violation of this chapter.

B. ~~For the purpose of~~ Factors for determining the liability of any person or entity ~~to prosecution~~ for violations of any of the provisions of this chapter ~~it~~ shall include identification of who was ~~shall be sufficient to show that such person was,~~ at the time of the act of the alleged violation ~~complained of~~, the owner and/or person in actual charge,

management, or control of the lodging facility~~house~~ in which such violation~~act~~ is alleged to have been committed.

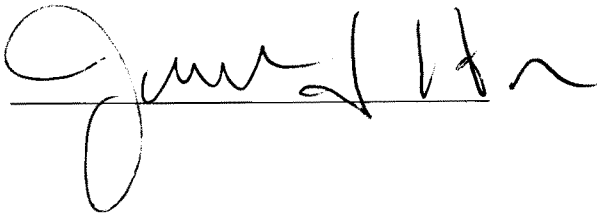
~~(Prior code §§ 19-14, 19-15)~~

PASSED on 1st reading the ____ day of _____, 2022

PASSED on 2nd reading the ____ day of _____, 2022

PASSED, APPROVED, AND ADOPTED on third and final reading the _____ day of _____, 2022.

APPROVED AS TO FORM:



ATTEST:

_____
Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

_____
Ray Pacheco
Mayor

May 4, 2022

MEMO TO: J. Carter Napier, City Manager JCN

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk FT
Carla Mills-Laatsch, Licensing Specialist CML
Pete Meyers, Management Analyst

SUBJECT: Public Hearing for Changes to Mobile Vendor Parking Permit Ordinance Chapter 10.

Meeting Type & Date
Regular Council Meeting
May 17, 2022

Action type
Public Hearing
First reading of Ordinance

Recommendation
That Council approve the changes to Mobile Vendor Parking Permit Ordinance Chapter 10.

Summary
In September of 2019, chapter 8.04 – Businesses Affecting Public Health was amended and the requirement for mobile food vendors to obtain a health license from the City of Casper was removed. This was done due to the fact that mobile food vendors must obtain a food permit from the State of Wyoming and another from the County Health Department, and therefore, Council believed it was a duplicate permit. While the ordinance for health licenses was amended to remove the requirement for food trucks, this requirement, unfortunately, was not taken out of Chapter 10 – Mobile Vendor Parking Permit. This amendment will correct this oversight.

Additionally, another ordinance revision that is being proposed would accommodate food truck proprietors who are looking to operate from within downtown parking lots that are either city-owned or city managed.

This issue became salient with the recent completion of the Old Yellowstone District Parking Lot, which was finished in the fall of 2021. That parking lot lies within the bounds of the Downtown/Old Yellowstone District area, which is specifically described in the MVPP ordinance. The OYD Parking Lot was built with a few special parking spaces that were designed to accommodate food trucks: they are larger than normal, and they offer access to electrical outlets, and located strategically where pedestrians can access from the pathway where tables are also located.

The existing ordinance does suggest that MVPP permit holders might be operating from a parking lot, but some of the MVPP ordinance language tends to contradict that assumption. Section 10.36.031 (D)(2)(b) of the MVPP ordinance refers to "block faces" in regards to the broader discussion of how long a food truck can operate from a specific block in the downtown area. Another section of the ordinance, 10.36.031 (D)(3)(e), requires the MVPP application to have a cosigner who is a business owner from that block of downtown. These sections of the ordinance will have to be updated because there are no "block faces" in a parking lot.

Financial Considerations
Fee is $25 per space and $15 for electricity.

Oversight/Project Responsibility
Carla Mills-Laatsch, Licensing Specialist

Attachments
Ordinance

ORDINANCE NO. 6-22

AN ORDINANCE AMENDING SECTION 10.36.031 OF THE CASPER MUNICIPAL CODE - MOBILE VENDOR PARKING.

WHEREAS, the governing body of the City of Casper has the authority granted by Wyoming State Statute §15-1-103(a)(xiii) and (xli) to adopt ordinances and resolutions necessary to protect the health, safety and welfare of the City and of its citizens; and,

WHEREAS, the governing body of the City of Casper may perform all acts in relation to the concerns of the city necessary to the exercise of its corporate powers; and,

WHEREAS, the Casper Municipal Code needs updated and modified from time to time; and,

WHEREAS, the governing body of the City of Casper desires to update and amend Section 10.36.031 of the Casper Municipal Code.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that Section 10.36.031 if the Casper Municipal Code is amended and shall be codified as follows:

10.36.031 Mobile vendor parking.

A. Mobile Vendor Parking Permit Required.

1. It is unlawful for the owner, or any other person, to permit the operation of a mobile food vendor vehicle in the city without first obtaining a "food license" after inspection by the Natrona County Health Department (NCHD) pursuant to the agreement between the NCHD and the State Department of Agriculture. ~~an annual health license mobile food vendor permit (health mobile food permit) as provided in Section 8.04.020A2~~.

2. ~~The purchase of a health mobile~~ Obtaining a "food license~~permit~~" shall not be a substitute for, or affect in any way, the necessity of obtaining other licenses as are required by city, county, state and/or federal government's laws and regulations, except that any vendor issued a yearly ~~health license mobile~~ "food license~~permit~~" shall be exempt from the provisions of Chapter 5.38—Itinerant Merchants/Unsolicited Salesmen.

3. Except for those areas designated as a mobile vendor site as by the city manager, it is unlawful for a mobile vendor to operate a mobile vendor vehicle on public property in the DOY without an appropriate mobile vendor parking permit (MVPP). Mobile vendors may conduct business in a designated area if they have an annual ~~health license mobile food vendor~~ "food license~~permit~~."

B. Definitions. For purposes of this section the following terms are defined:

1. "Block face" means both sides of a public street between two consecutive intersecting public streets.

2. "Downtown—Second Street" means limited to Casper's Second Street bounded on the east by Durbin Street and the west by David Street.

3. "Mobile vendor" means the owner, operator, and/or employees operating a "mobile vendor vehicle."

4. "Mobile vendor vehicle" means a vehicle or trailer which operates as a platform for an exchange of goods or services for payment; a food truck is an example, but the definition encompasses an exchange for value of all other goods and services as well.

5. "Mobile vendor parking permit (MVPP)" means a permit of limited number and of limited duration granted for the operation of a mobile vendor vehicle in the DOY.

6. "Downtown" means synonymous with the downtown development district, as defined in Section 2.36.030, as may be amended.

7. "DOY" means the "downtown" area and the "Old Yellowstone district" area combined.

8. "Old Yellowstone district" means the area located generally west of the "downtown," which has been officially zoned OYDSPC (Old Yellowstone district and South Poplar Street corridor). The area designated as the "Old Yellowstone district" may be modified upon approval of zone changes by the city council.

9. "Public parking lot" means a parking lot that is owned, leased, or contractually managed by a government.

C. General Limitations, Restrictions and Rules.

1. Mobile vendors shall not use any public alleyway as a parking area within the city.

2. Garbage collection and site cleanup are the responsibility of the ~~"food licensepermit" holder~~mobile vendor; subsequent permit applications may be denied should this obligation not be fulfilled.

3. A MVPP shall not be required for any mobile vendor that is parking within an area on a street that has been closed or partially closed pursuant to any city-issued street closure permit.

4. ~~The purchase of an annual health mobile~~ Obtaining a "food licensepermit" and/or a MVPP shall not allow a vendor to park on parkways or in handicapped parking spaces, loading zones, school-related critical parking zones, fire lanes, bus stops, or similarly restricted special parking places. Vendors are not allowed to park in a way that would obstruct any pedestrian ramp, fire hydrant, driveway, garage, or vehicular traffic lane.

5. Mobile vendor vehicles shall position their vehicle or trailer in a manner that will allow all individuals to access the vehicle or trailer from a sidewalk, a closed, marked or barricaded road surface protected from moving vehicles, or from private property. A mobile vehicle vendor, while on an unbarricaded street, shall not operate in a manner that requires individuals to walk or stand in the driving areas or parking areas of the right-of-way, except to the extent that these individuals are within the physical

confines of the vendor's vehicle or trailer or a closed or barricaded portion of a parking area which is protected from moving vehicles.

6. Mobile vehicle vendor operators shall not place any equipment, furnishings, signs, tents, or any other items on the right-of-way, the parkway, or on any public sidewalk.

7. The purchase of a ~~health mobile food vendor~~ "food license~~permit~~" and/or a MVPP shall not ~~grant exemptions~~exempt the license holder from parking restrictions related to snow emergencies or any legal street closure or restriction.

8. Signs informing the public of the reserved spacing pursuant to a MVPP may be posted on the curb or sidewalk of reserved street parking spaces or on designated parking lot spaces;~~, and~~ the city manager, or his or her designee, shall determine the earliest time that the sign may be placed.

9. No vehicle associated with the mobile vendor's operation on a street, pursuant to a MVPP, including pull vehicles, support vehicles, and/or employee's/worker's vehicles may park on the same block as the MVPP unless the vehicles are parked within the reserved spots as specified by the MVPP.

10. City electrical outlets in the OYD Parking lot may be used, upon issuance of a MVPP, by mobile vendors after paying a fifteen dollar per day fee and posting a three-hundred-dollar damage deposit with the city clerk's office.

~~City electrical outlets (typically (including those in the OYD Parking lot and those used for Christmas lights) may not be used by mobile vendors unless written approval is granted by the city park and recreation department, after paying a fifteen dollar per day fee and posting a three hundred dollar damage deposit with the city clerk's office. Electrical outlets placed for OYD parking lot spaces may be issued upon the issuance of an MVPP.~~

D. Parking Permit Types and Costs.

1. ~~All~~ MVPP permits shall be purchased from the city clerk's office during usual business hours—8:00 a.m. until 5:00 p.m., Monday—Friday, holidays and special event days exempted. ~~The~~ MVPP permits purchased are~~is~~ only valid for the vehicle/trailer described in the application and cannot be sold, traded or assigned.

2. ~~Two types of permits shall be~~ MVPP Permits available for purchase:

~~a. Health License - Mobile Food Vendor Permits. These permits are currently issued by the city clerk's office. Such permit for mobile food vendors' vehicles is required to lawfully operate within the city. The cost is seventy-five dollars annually - fiscal year.~~

~~b~~a. Mobile Vendor Parking Permit (MVPP).

i. A MVPP allows ~~a~~ the mobile vendor's vehicle identified on the permit, to park on designated public property in the DOY with certain restrictions.

ii. No MVPP may be issued to one applicant for more than ~~two~~ three consecutive days on the same block face on the same parking lot space, without city council approval; city council approval may be considered for special events or extenuating circumstances of the requesting adjacent

business for a maximum of five consecutive days and to be granted to a business a maximum of six times in any calendar year.

iii. A MVPP may be purchased up to thirty days in advance of the requested parking date; MVPPs are to be issued on a time priority basis, the first to apply shall be the recipient of the requested block face or requested parking lot space. The day of the requested parking date is day one for purposes of counting back to the earliest application date.

iv. Hours: ~~Monday – Friday [the]~~ The hours of setup and operation are limited for a DOY location to a start time of 3:00 a.m. until 3:00 a.m. the following morning.

~~v. Hours: Saturdays – Sundays the hours of parking/operation for a MVPP begins at 3:00 a.m. and expires at 3:00 a.m. the following morning.~~

v~~i~~. A maximum of ten MVPPs for all applicants can be issued for all applicants in any one calendar month for any one block face.

vi~~i~~. A MVPP costs twenty-five dollars per space per day. The applicant for a street space can request a maximum of two parallel parking spaces or three diagonal parking spaces.

3. MVPP Application and Permit Contents. The MVPP permit application form shall require the vendor to specify and the permit shall state on its face:

a. The street legal vehicles or street legal trailers that will be operating under the MVPP, including the vehicles' license numbers and the owner of such vehicle and/or trailer and/or bus, with emergency contact cell/phone number.

b. The date or dates for which the permit is requested.

c. The parking lot or block on which the vendor wishes to operate. The block shall be identified by the street, and the side of the street, on which the vehicle or trailer will be parked, along with the two nearest cross streets in both directions from the desired location.

d. The parking spot or spots that the vendor wishes to occupy, if available.

e. ~~The~~A ~~street~~ MVPP application for parking spaces on a block face must also be co-signed by a downtown business owner, downtown business manager, or downtown real property owner on the block face for which a MVPP is requested and that business property must be within thirty feet of the nearest requested parking space.

f. Information deemed helpful or relevant by the city clerk's office for the issuance of or enforcement of a MVPP.

g. The MVPP shall be posted conspicuously upon the mobile vendor's vehicle, as will the ~~health mobile food vendor permit~~ food license issued upon approval by the Natrona County Health Department on behalf of the Department of Agriculture, if applicable. ~~for mobile food vendors, which verifies the applicant's approval from the health department, building department, and fire department.~~

E. Notice to Downtown Development Authority. When a complete MVPP application has been filed, the city clerk's office shall e-mail a notice of filing to the downtown development authority.

F. Penalties.

1. Parking Without Required ~~Mobile Vendor~~ Food License~~Permit~~ and/or MVPP. If a mobile vendor is parked for operation in the city without the correct permit(s)/license(s) as stated herein, such conduct shall constitute a misdemeanor.

2. Clean Up of Area. The ~~yearly~~ food license ~~permit~~ holder and/or MVPP holder shall pick-up and bag ongoing litter and trash within a ~~ninety~~thirty-foot radius of the mobile vendor vehicle operation, as well as monitor for and remediate potential hazards associated with the vendor's operation and hazards due to product spills, product and product container refuge within a thirty~~ninety~~-foot radius of the mobile vendor vehicle operation.

3. A violation of this section/chapter shall constitute a misdemeanor punishable by a fine of up to five hundred dollars.

4. Loss of MVPP Application Privilege. Two or more violations of this section/chapter within a nine-month period shall result in a revocation of the owners' and if a street space, a business' ability to apply for a MVPP for a period of six weeks, which period of time shall commence as determined by the city clerk, but no later than three weeks after a plea of guilty, payment of fine, a nolo contendre plea or a finding of guilt after trial for the second violation.

(Ord. No. 4-18, 6-5-2018; Ord. No. 10-19, 6-4-2019; Ord. No. 20-19, 8-6-2019)

PASSED on 1st reading the ____ day of _____, 2022

PASSED on 2nd reading the ____ day of _____, 2022

PASSED, APPROVED, AND ADOPTED on third and final reading the _____ day of _____, 2022.

APPROVED AS TO FORM:

ATTEST:

Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

May 4, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Liz Becher, Community Development Director

SUBJECT: Public Hearing to consider an Ordinance approving a vacation, replat and subdivision agreement for the Kensington Heights Addition No. 5 Subdivision

Meeting Type & Date:
Regular Council Meeting, May 17, 2022

Action Type:
First Reading on Ordinance and Public Hearing

Recommendation:
That Council, by ordinance, approve a vacation, replat and subdivision agreement for Kensington Heights Addition No. 5.

Summary:
Kensington Heights Development, LLC has applied for a vacation and replat creating Kensington Heights Addition No. 5. The subject property is zoned R-2 (One Unit Residential), and consists of 26.67-acres, more or less, located east of Wyoming Boulevard between Drayton Way and Centennial Village Drive. The proposed subdivision (Kensington Heights Addition No. 5) is creating thirty-nine (39) new single-family residential lots and a large parcel (Tract D) at the north end, which will be replatted into additional residential lots in the future. All proposed lots, as shown, exceed the City's minimum lot size requirement of 4,000 square feet. Multiple points of access to the area are provided at Drayton Way and Country Club Road, as well as Drayton Way and Boots Drive. Staff has included two (2) recommended conditions of approval. The first condition clarifies construction and maintenance responsibilities for the pedestrian pathway that will be built on the east side of the subdivision, through Block 11. The second condition addresses the need for property owner participation in the construction of a sidewalk or trail along Wyoming Boulevard, if and when it happens in the future.

The Planning and Zoning Commission voted to support the vacation and replat after a public hearing on April 21, 2022. There were no public comments either for or against this case. The Commission included the following recommended conditions of approval:

1. The pedestrian way located between Lots 5 & 6, Block 11, shall be constructed per City Code requirements concurrent with other public improvements within the subdivision, and shall be maintained, in perpetuity, by the adjacent landowners.

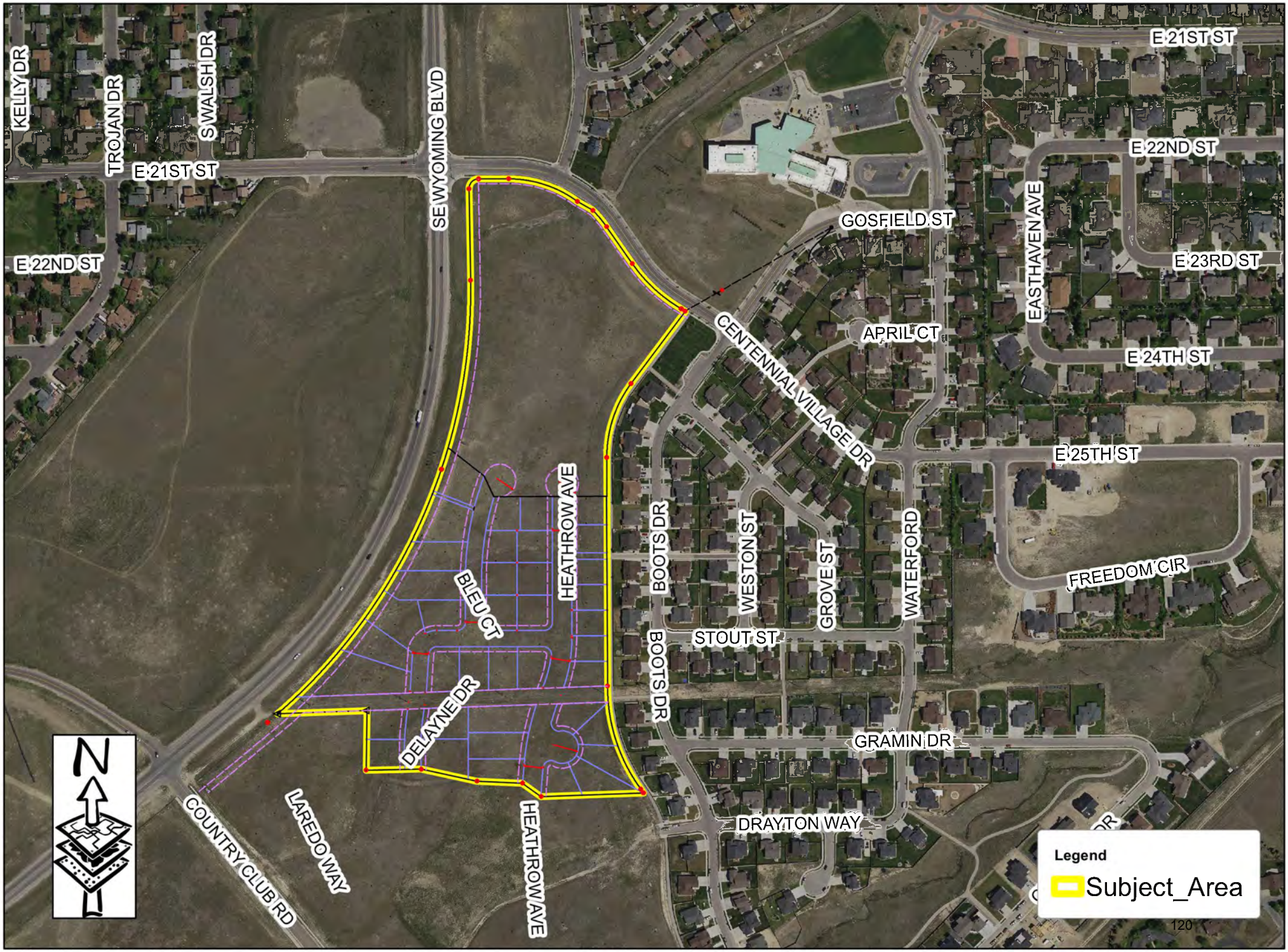
2. At such time that a sidewalk or pedestrian trail is constructed along the Wyoming Boulevard frontage of the subdivision, the adjacent property owners shall participate in a proportionate share of the cost of engineering, design, materials and construction.

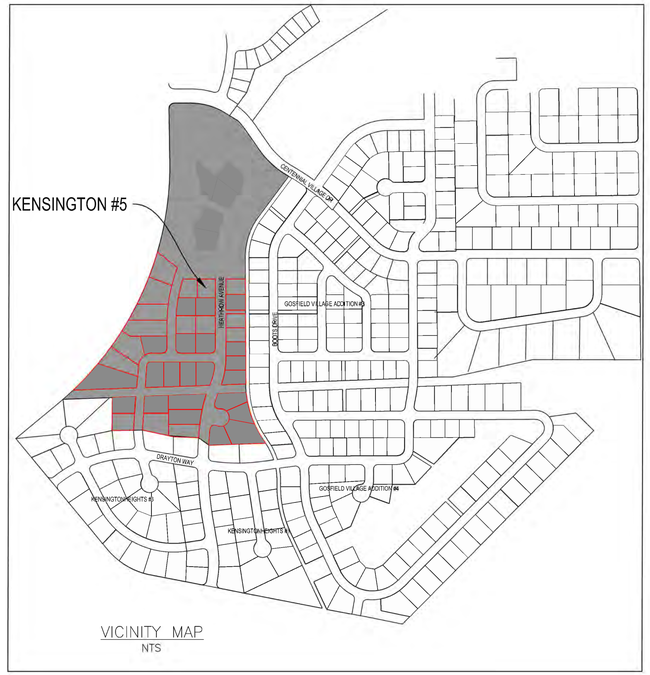
Financial Considerations:
Not applicable

Oversight/Project Responsibility:
Community Development Department – Planning Division

Attachments:
Aerial Map
Subdivision Agreement
Plat
Ordinance

Proposed Replat Creating Kensington Heights Addition No. 5





VICINITY MAP
NTS

CURVE TABLE					
CURVE #	DELTA	RADIUS	CHORD BEARING	CHORD LENGTH	ARC LENGTH
C1	6° 18' 50"	850.00'	N0° 38' 58"W	93.62'	93.67'
C2	6° 19' 41"	850.00'	N5° 40' 18"E	93.83'	93.88'
C3	6° 45' 37"	800.00'	S6° 08' 35"W	94.34'	94.39'
C4	6° 44' 54"	800.00'	S0° 36' 41"E	94.17'	94.22'
C5	2° 09' 05"	2005.00'	N5° 01' 34"E	75.28'	75.28'
C6	5° 58' 11"	800.00'	N9° 05' 12"E	83.32'	83.35'
C7	6° 22' 44"	800.00'	N15° 15' 40"E	89.02'	89.06'
C8	111° 15' 13"	25.00'	S61° 04' 57"W	41.27'	48.54'
C9	52° 42' 44"	50.00'	N89° 38' 49"W	44.39'	46.00'
C10	53° 46' 36"	50.00'	S37° 06' 31"W	45.23'	46.93'
C11	53° 46' 36"	50.00'	S16° 40' 05"E	45.23'	46.93'
C12	52° 42' 44"	50.00'	S69° 54' 45"E	44.39'	46.00'
C13	112° 10' 45"	25.00'	S40° 10' 44"E	41.50'	48.95'
C14	4° 17' 03"	740.00'	S18° 03' 10"W	55.32'	55.33'
C15	17° 01' 51"	530.00'	N17° 51' 30"W	156.96'	157.54'
C16	10° 29' 46"	460.00'	N14° 04' 22"E	84.15'	84.27'
C17	9° 03' 33"	460.00'	S4° 17' 42"W	72.66'	72.73'
C18	0° 15' 50"	400.00'	N22° 35' 17"E	1.84'	1.84'
C19	97° 42' 55"	25.00'	N41° 08' 33"W	37.65'	42.64'
C20	86° 09' 59"	25.00'	S46° 55' 00"W	34.15'	37.60'
C21	0° 57' 52"	295.00'	N4° 18' 57"E	4.97'	4.97'
C22	57° 14' 01"	75.00'	N32° 27' 01"E	71.84'	74.92'
C23	28° 55' 59"	75.00'	N75° 32' 01"E	37.47'	37.87'
C24	90° 00' 00"	25.00'	N45° 00' 00"E	35.36'	39.27'
C25	1° 50' 17"	900.00'	N0° 45' 15"E	28.87'	28.87'
C26	6° 22' 11"	900.00'	N4° 37' 41"E	100.01'	100.06'
C27	6° 21' 56"	900.00'	N11° 49' 36"E	99.94'	99.99'
C28	5° 05' 35"	900.00'	N17° 06' 49"E	79.97'	80.00'

CURVE TABLE					
CURVE #	DELTA	RADIUS	CHORD BEARING	CHORD LENGTH	ARC LENGTH
C29	5° 10' 40"	175.00'	N22° 14' 56"E	15.81'	15.81'
C30	7° 17' 28"	850.00'	S13° 44' 08"W	108.09'	108.16'
C31	6° 47' 27"	850.00'	S6° 41' 41"W	100.69'	100.75'
C32	3° 17' 57"	850.00'	S1° 38' 59"W	48.94'	48.95'
C33	90° 00' 00"	25.00'	S45° 00' 00"E	35.36'	39.27'
C34	90° 00' 00"	25.00'	N45° 00' 00"E	35.36'	39.27'
C35	2° 17' 02"	1737.02'	S17° 26' 32"W	69.24'	69.24'
C36	3° 01' 43"	1737.02'	S20° 03' 09"W	91.81'	91.82'
C37	4° 27' 33"	1737.02'	S23° 53' 38"W	135.16'	135.19'
C38	3° 43' 21"	1737.02'	S27° 56' 40"W	112.84'	112.86'
C39	2° 30' 49"	1737.02'	S31° 03' 55"W	76.20'	76.21'
C40	3° 31' 07"	1737.02'	S34° 04' 47"W	106.65'	106.67'
C41	3° 58' 25"	1737.02'	S37° 49' 33"W	120.44'	120.47'
C42	6° 38' 24"	1737.02'	S43° 07' 57"W	201.19'	201.30'
C43	2° 36' 31"	1945.00'	S4° 09' 05"W	88.55'	88.56'
C44	9° 53' 36"	530.00'	N31° 19' 14"W	91.40'	91.52'
C45	2° 15' 40"	370.00'	N35° 08' 12"W	14.60'	14.60'
C46	2° 15' 41"	740.00'	S21° 19' 32"W	29.21'	29.21'
C48	5° 24' 26"	530.00'	S2° 04' 25"E	50.00'	50.02'
C49	3° 08' 08"	460.00'	N20° 53' 19"E	25.17'	25.17'
C50	0° 49' 03"	800.00'	S9° 55' 55"W	11.41'	11.41'
C51	6° 30' 26"	345.00'	N7° 05' 14"E	39.16'	39.18'
C52	14° 44' 28"	400.00'	N15° 05' 09"E	102.63'	102.91'
C53	3° 52' 27"	800.00'	S20° 23' 15"W	54.08'	54.09'
C54	5° 32' 34"	295.00'	N7° 34' 10"E	28.53'	28.54'
C55	1° 30' 18"	850.00'	S9° 35' 18"W	22.33'	22.33'
C56	4° 33' 57"	530.00'	N7° 04' 04"W	42.22'	42.23'

CERTIFICATE OF DEDICATION

STATE OF WYOMING }SS
COUNTY OF NATRONA }

THE UNDERSIGNED, KENSINGTON HEIGHTS DEVELOPMENT, LLC, DOES HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF THE FOLLOWING DESCRIBED PARCEL OF LAND CURRENTLY KNOWN AS TRACT A, KENSINGTON HEIGHTS ADDITION NO. 4, SITUATE IN THE SW¼ AND THE SE¼NW¼, OF SECTION 13, T.33N., R.79W., 6TH P.M., NATRONA COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER 1/4 CORNER OF SAID SECTION 13, MONUMENTED BY A BRASS CAP;

THENCE S60°14'02"W, A DISTANCE OF 522.36 FEET TO THE NORTHEAST CORNER OF SAID TRACT A, ALSO BEING THE NORTHWEST CORNER OF TRACT D, KENSINGTON HEIGHTS ADDITION NO. 1, SAID POINT BEING LOCATED ON THE SOUTH LINE OF CENTENNIAL VILLAGE DRIVE, BEING THE POINT OF BEGINNING, MONUMENTED BY A BRASS CAP;

THENCE S36°47'43"W, ALONG THE EAST LINE OF THE PARCEL AND THE WESTERLY LINE OF SAID TRACT D, A DISTANCE OF 279.55 FEET TO A POINT OF CURVATURE, MONUMENTED BY A BRASS CAP;

THENCE CONTINUING ALONG THE EAST LINE OF THE PARCEL AND THE WESTERLY LINE OF SAID TRACT D, AND ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 379.94 FEET, THROUGH A CENTRAL ANGLE OF 37°01'48", AN ARC DISTANCE OF 245.55 FEET, SAID CURVE HAVING A CHORD BEARING OF S18°16'50"W AND A CHORD DISTANCE OF 241.30 FEET TO THE END OF CURVE, MONUMENTED BY A BRASS CAP;

THENCE S00°14'04"E, ALONG THE EAST LINE OF THE PARCEL AND THE WESTERLY LINE OF SAID TRACT D, A DISTANCE OF 707.87 FEET TO A POINT OF CURVATURE, SAID POINT BEING LOCATED ON THE NORTH LINE OF A FIFTY FOOT (50') WIDE PACIFIC POWER & LIGHT EASEMENT, MONUMENTED BY A BRASS CAP;

THENCE ALONG THE EAST LINE OF THE PARCEL AND THE WESTERLY LINE OF GOSFIELD ADDITION NO. 4, AND ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 530.00 FEET, THROUGH A CENTRAL ANGLE OF 36°53'50", AN ARC DISTANCE OF 341.31 FEET, SAID CURVE HAVING A CHORD BEARING OF S17°49'07"E AND A CHORD DISTANCE OF 335.44 FEET TO A POINT OF REVERSE CURVATURE, MONUMENTED BY A BRASS CAP;

THENCE ALONG THE EAST LINE OF THE PARCEL AND THE WESTERLY LINE OF GOSFIELD ADDITION NO. 4,, AND ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 370.00 FEET, THROUGH A CENTRAL ANGLE OF 02°15'40", AN ARC DISTANCE OF 14.60 FEET, SAID CURVE HAVING A CHORD BEARING OF S35°08'12"E AND A CHORD DISTANCE OF 14.60 FEET TO THE SOUTHEAST CORNER OF THE PARCEL, ALSO BEING THE NORTHEAST CORNER OF LOT 2, BLOCK 5, KENSINGTON HEIGHTS ADDITION NO. 1, MONUMENTED BY A BRASS CAP;

THENCE S87°58'45"W, ALONG THE SOUTH LINE OF THE PARCEL AND THE NORTH LINE OF LOTS 1 AND 2 OF SAID BLOCK 5, A DISTANCE OF 317.28 FEET TO THE NORTHWEST CORNER OF SAID BLOCK 5, LOCATED ON THE EAST LINE OF HEATHROW AVENUE, MONUMENTED BY A BRASS CAP;

THENCE N54°14'03"W, ALONG THE SOUTH LINE OF THE PARCEL AND ACROSS HEATHROW AVENUE, A DISTANCE OF 71.06 FEET TO A POINT BEING THE NORTHEAST CORNER OF LOT 1, BLOCK 4, KENSINGTON HEIGHTS ADDITION NO. 1, LOCATED ON THE WEST LINE OF HEATHROW AVENUE, MONUMENTED BY A BRASS CAP;

THENCE N87°36'02"W, ALONG THE SOUTH LINE OF THE PARCEL AND THE NORTH LINE OF SAID LOT 1, BLOCK 4, A DISTANCE OF 141.49 FEET TO THE NORTHWEST CORNER OF SAID LOT 1 AND THE NORTHEAST CORNER OF LOT 2, BLOCK 4, KENSINGTON HEIGHTS ADDITION NO. 3, MONUMENTED BY A BRASS CAP;

THENCE N77°54'22"W, ALONG THE SOUTH LINE OF THE PARCEL AND THE NORTH LINE OF SAID LOT 2, BLOCK 4, A DISTANCE OF 176.57 FEET TO THE NORTHWEST CORNER OF SAID LOT 2, LOCATED ON THE WEST LINE OF BERKSHIRE WAY, MONUMENTED BY A BRASS CAP;

THENCE S89°00'46"W, ALONG THE SOUTH LINE OF THE PARCEL ACROSS BERKSHIRE WAY AND ALONG THE NORTH LINE OF LOT 1, BLOCK 6, KENSINGTON HEIGHTS ADDITION NO. 3, A DISTANCE OF 170.25 FEET TO THE NORTHWEST CORNER OF SAID LOT 1, MONUMENTED BY A BRASS CAP;

THENCE N00°45'51"E, ALONG THE WEST LINE OF THE PARCEL AND THE EAST LINE OF LOT 6, BLOCK 7, KENSINGTON HEIGHTS ADDITION NO. 4, A DISTANCE OF 184.64 FEET TO THE NORTHEAST CORNER OF SAID LOT 6, MONUMENTED BY A BRASS CAP;

THENCE S87°58'45"W, ALONG THE SOUTH LINE OF THE PARCEL, AND THE NORTH LINE OF LOTS 5 AND 6, BLOCK 7, KENSINGTON HEIGHTS ADDITION NO. 4, A DISTANCE OF 276.32, FEET TO THE SOUTHWEST CORNER OF THE PARCEL AND THE NORTHWEST CORNER OF SAID LOT 5, BLOCK 7, MONUMENTED BY A BRASS CAP;

THENCE CONTINUING ALONG THE WESTERLY LINE OF THE PARCEL AND THE EASTERLY RIGHT-OF-WAY LINE OF WYOMING BOULEVARD, AND ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 1737.02 FEET, THROUGH A CENTRAL ANGLE OF 30°24'31", AN ARC DISTANCE OF 921.90 FEET, SAID CURVE HAVING A CHORD BEARING OF N33°48'03"E AND A CHORD DISTANCE OF 911.11 FEET TO A POINT ON THE CURVE, MONUMENTED BY A WYOMING DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY MONUMENT;

THENCE CONTINUING ALONG THE WESTERLY LINE OF THE PARCEL AND SAID EASTERLY RIGHT-OF-WAY LINE, AND ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 1737.02 FEET, THROUGH A CENTRAL ANGLE OF 19°38'35", AN ARC DISTANCE OF 595.51 FEET, SAID CURVE HAVING A CHORD BEARING OF N08°45'46"E AND A CHORD DISTANCE OF 592.60 FEET TO THE END OF CURVE, MONUMENTED BY A WYOMING DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY MONUMENT;

THENCE N01°02'58"W, ALONG THE WEST LINE OF THE PARCEL AND THE EAST LINE OF SAID RIGHT-OF-WAY LINE, A DISTANCE OF 283.75 FEET TO A POINT OF CURVATURE, MONUMENTED BY A BRASS CAP;

THENCE ALONG THE WEST LINE OF THE PARCEL AND ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 30.00 FEET, THROUGH A CENTRAL ANGLE OF 91°05'59", AN ARC DISTANCE OF 47.70 FEET, SAID CURVE HAVING A CHORD BEARING OF N44°39'20"E AND A CHORD DISTANCE OF 42.83 FEET TO THE END OF CURVE, LOCATED ON THE SOUTH LINE OF CENTENNIAL VILLAGE DRIVE, MONUMENTED BY A BRASS CAP;

THENCE N89°58'25"E, ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF CENTENNIAL VILLAGE DRIVE, A DISTANCE OF 93.14 FEET TO A POINT OF CURVATURE, MONUMENTED BY A BRASS CAP;

THENCE CONTINUING ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF CENTENNIAL VILLAGE DRIVE, AND ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 360.00 FEET, THROUGH A CENTRAL ANGLE OF 36°19'16", AN ARC DISTANCE OF 228.21 FEET, SAID CURVE HAVING A CHORD BEARING OF S71°48'33"E AND A CHORD DISTANCE OF 224.41 FEET TO THE END OF CURVE, MONUMENTED BY A BRASS CAP;

THENCE S59°49'43"E, CONTINUING ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF CENTENNIAL VILLAGE DRIVE, A DISTANCE OF 54.68 FEET TO A POINT OF CURVATURE, MONUMENTED BY A BRASS CAP;

THENCE CONTINUING ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF CENTENNIAL VILLAGE DRIVE, AND ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 370.00 FEET, THROUGH A CENTRAL ANGLE OF 10°18'50", AN ARC DISTANCE OF 66.60 FEET, SAID CURVE HAVING A CHORD BEARING OF S39°58'31"E AND A CHORD DISTANCE OF 66.51 FEET TO THE END OF CURVE, MONUMENTED BY A BRASS CAP;

THENCE S34°52'35"E, ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF CENTENNIAL VILLAGE DRIVE, A DISTANCE OF 139.09 FEET TO A POINT OF CURVATURE, MONUMENTED BY A BRASS CAP;

THENCE CONTINUING ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF CENTENNIAL VILLAGE DRIVE, AND ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 481.03 FEET, THROUGH A CENTRAL ANGLE OF 24°47'58", AN ARC DISTANCE OF 208.20 FEET, SAID CURVE HAVING A CHORD BEARING OF S47°16'34"E AND A CHORD DISTANCE OF 206.58 FEET TO THE END OF CURVE, MONUMENTED BY A BRASS CAP;

THENCE S59°01'18"E, ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF CENTENNIAL VILLAGE DRIVE, A DISTANCE OF 14.20 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED TRACT OF LAND CONTAINS 26.67 ACRES, AND IS SUBJECT TO ANY RIGHTS-OF-WAY AND/OR EASEMENTS, RESERVATIONS AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE PARCEL OF LAND, AS IT APPEARS ON THIS PLAT, IS DEDICATED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS. THE NAME OF THE SUBDIVISION SHALL BE "KENSINGTON HEIGHTS ADDITION NO. 5" AND THE OWNERS HEREBY GRANT TO THE PUBLIC AND PRIVATE UTILITY COMPANIES AN EASEMENT AND LICENSE TO LOCATE, CONSTRUCT, USE AND MAINTAIN CONDUITS, LINES, WIRES AND PIPES, ANY OR ALL OF THEM, UNDER AND ALONG THE STRIPS OF LAND MARKED "UTILITY EASEMENT" AS SHOWN ON THIS PLAT. A FIVE FOOT WIDE DRAINAGE EASEMENT IS LOCATED ALONG THE BACK AND SIDE LINE OF EACH LOT FOR GENERAL LOT DRAINAGE. ALL ROADS AND STREETS AS SHOWN HEREON ARE HEREBY, OR HAVE BEEN PREVIOUSLY, DEDICATED TO THE USE OF THE PUBLIC.

KENSINGTON HEIGHTS DEVELOPMENT, LLC
421 SOUTH CENTER ST., SUITE 101
CASPER, WYOMING 82601

_____
LISA BURRIDGE – MANAGING MEMBER

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY LISA BURRIDGE, MANAGING MEMBER OF KENSINGTON HEIGHTS DEVELOPMENT, LLC THIS _____ DAY OF _____, 2022.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

_____
NOTARY PUBLIC

NOTES

1. ERROR OF CLOSURE EXCEEDS 1:476,878.
2. BASIS OF BEARING IS THE WYOMING STATE PLANE COORDINATE SYSTEM, EAST CENTRAL ZONE, NAD 1983/2011.
3. THE CONVERGENCE ANGLE AT THE POINT OF BEGINNING IS 00°43'22.69", AND THE COMBINED FACTOR IS 0.9997732.
4. ALL DISTANCES ARE GRID.
5. ELEVATIONS SHOWN HEREON ARE BASED ON NAVD 88 DATUM AND ARE NOT MEANT TO USED AS BENCHMARKS.

LEGEND

- ▲ SET BRASS CAP
- ● SET MONUMENT 5/8" REBAR & ALUMINUM CAP
- ◎ FOUND MONUMENT AS NOTED

APPROVALS

APPROVED BY THE CITY OF CASPER PLANNING AND ZONING COMMISSION OF CASPER, WYOMING THIS _____ DAY OF _____, 2022.

ATTEST: _____ SECRETARY _____ CHAIRMAN

APPROVED BY THE CITY COUNCIL OF CASPER, WYOMING BY ORDINANCE NO. _____, DULY PASSED, ADOPTED AND APPROVED THIS _____, DAY OF _____, 2022.

ATTEST: _____ CITY CLERK _____ MAYOR

INSPECTED AND APPROVED THIS _____, DAY OF _____, 2022.

_____ CITY ENGINEER

INSPECTED AND APPROVED THIS _____, DAY OF _____, 2022.

_____ CITY SURVEYOR

CERTIFICATE OF SURVEYOR

STATE OF WYOMING }SS
COUNTY OF NATRONA }

I, WILLIAM R. FEHRINGER, A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSE NO. 5528, DO HEREBY CERTIFY THAT THIS PLAT WAS MADE FROM NOTES TAKEN DURING AN ACTUAL SURVEY MADE UNDER MY DIRECT SUPERVISION IN JANUARY, 2022 TO MARCH, 2021, AND THAT THIS PLAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, CORRECTLY AND ACCURATELY REPRESENTS SAID SURVEY. ALL DIMENSIONS ARE EXPRESSED IN FEET AND DECIMALS THEREOF ALL BEING TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY WILLIAM R. FEHRINGER THIS _____ DAY OF _____, 2022.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

_____
NOTARY PUBLIC

Professional Land Surveyor
William R. Fehringer
5528
Date
WYOMING

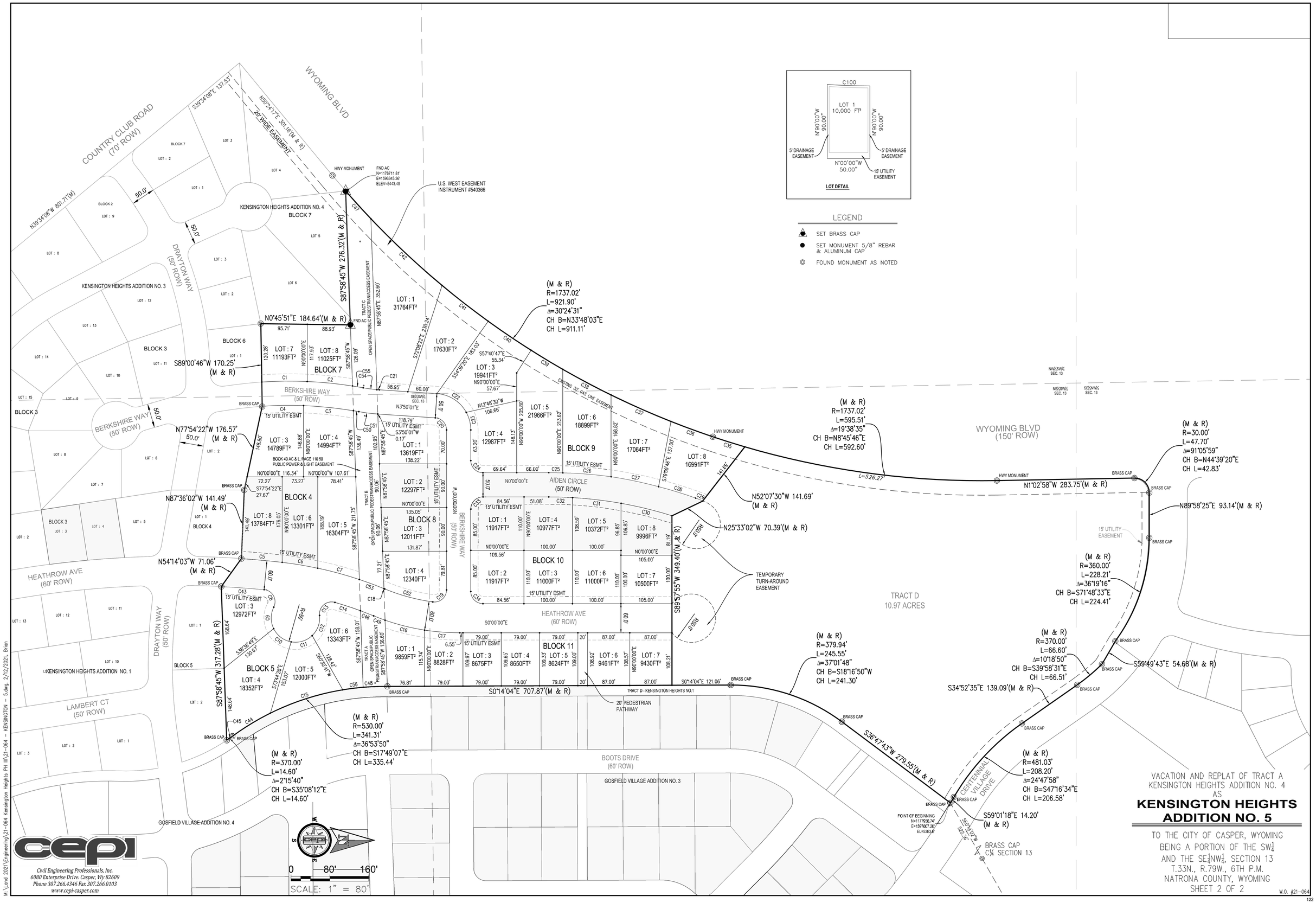
Civil Engineering Professionals, Inc.
6080 Enterprise Drive. Casper, Wy 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com

VACATION AND REPLAT OF TRACT A
KENSINGTON HEIGHTS ADDITION NO. 4
AS
KENSINGTON HEIGHTS ADDITION NO. 5

TO THE CITY OF CASPER, WYOMING
BEING A PORTION OF THE SW¼
AND THE SE¼NW¼, SECTION 13
T.33N., R.79W., 6TH P.M.
NATRONA COUNTY, WYOMING
SHEET 1 OF 2

W.O. #21-064

M:\Land 2021\Engineering\21-064 Kensington Heights PH III\21-064 - KENSINGTON - 5.dwg, 2/12/2021, Brian



Civil Engineering Professionals, Inc.
6080 Enterprise Drive. Casper, Wy 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com

VACATION AND REPLAT OF TRACT A KENSINGTON HEIGHTS ADDITION NO. 4 AS

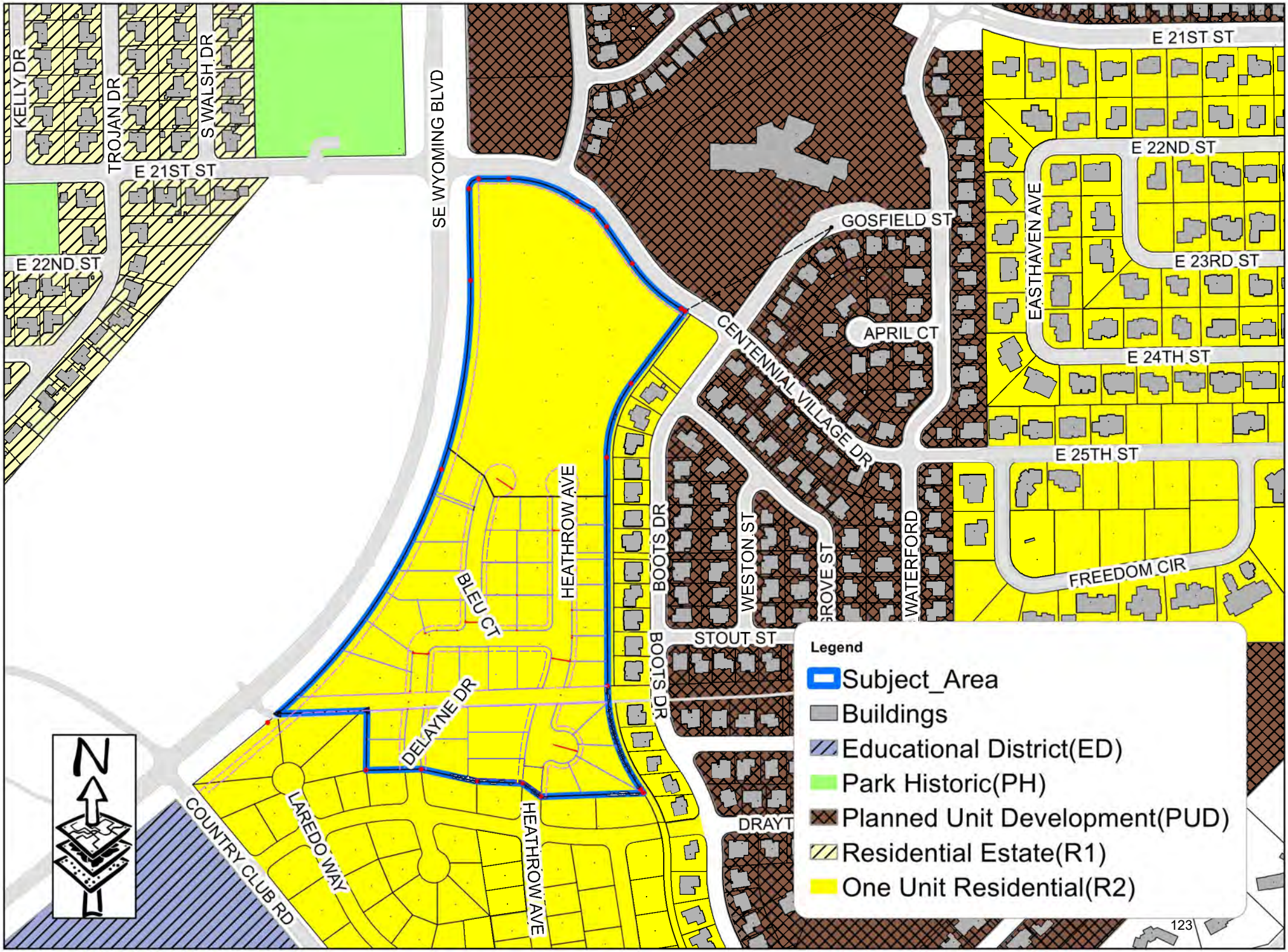
KENSINGTON HEIGHTS ADDITION NO. 5

TO THE CITY OF CASPER, WYOMING
BEING A PORTION OF THE SW¼ AND THE SE¼NW¼, SECTION 13 T.33N., R.79W., 6TH P.M.
NATRONA COUNTY, WYOMING
SHEET 2 OF 2

W.O. #21-064

M:\Land 2021\Engineering\21-064 Kensington Heights PH III\21-064 - KENSINGTON - 5.dwg, 2/12/2021, Brian

Proposed Replat Creating Kensington Heights Addition No. 5



ORDINANCE NO. 7-22

AN ORDINANCE APPROVING A VACATION, REPLAT AND SUBDIVISION AGREEMENT TO CREATE THE KENSINGTON HEIGHTS ADDITION NO. 5 SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS an application has been made to vacate and replat Tract A, Kensington Heights Addition No. 4, to create the Kensington Heights Addition No. 5, located south of Centennial Village Drive and east of Wyoming Boulevard; and,

WHEREAS, a written subdivision agreement will be entered into with the City of Casper, which will be approved with the vacation/replat upon third reading of this ordinance; and,

WHEREAS, this vacation and replat require approval by ordinance, following a public hearing; and,

WHEREAS, after a public hearing on April 21, 2022, the City of Casper Planning and Zoning Commission passed a motion recommending that City Council approve the vacation and replat, with conditions; and,

WHEREAS, the governing body of the City of Casper finds that the above-described vacation, replat and subdivision agreement should be approved.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:
The vacation and replat creating the Kensington Heights Addition No. 5 Subdivision is hereby approved.

SECTION 2:
Kensington Heights Addition No. 5 Subdivision Agreement is hereby approved, with the recommended conditions from the Planning and Zoning Commission incorporated; and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said document.

SECTION 3:
This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the ____ day of _____, 202__.

PASSED on 2nd reading the ____ day of _____, 202__.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the ____ day of _____, 20__.

APPROVED AS TO FORM:

Walter Trauger

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

May 4, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Liz Becher, Community Development Director

SUBJECT: Public hearing to consider an Ordinance approving a vacation, replat, subdivision agreement and zone change for the Harmony Hills Addition No. 4.

Meeting Type & Date:
Regular Council Meeting, May 17, 2022.

Action Type:
First Reading on Ordinance and Public Hearing

Recommendation:
That Council, by ordinance, approve a vacation, replat, subdivision agreement and zone change for Harmony Hills Addition No. 4.

Summary:
Application has been made for a vacation and replat creating Harmony Hills Addition No. 4, located east of Poplar Street and south of Yesness Court. The property involved in the replat is approximately 10.48-acres, more or less, and is currently zoned C-2 (General Business). In a companion item, application has been made to rezone the northern portion of the subdivision *(Lots 6-17)* to R-2 (One Unit Residential). Although single-unit residential is a permitted use under the current C-2 (General Business) zoning of the property, the applicant feels that a rezone to R-2 (One Unit Residential) would be advantageous in obtaining financing, from an end-user's perspective. The five (5) lots along Yesness Court, directly north of this subdivision, were rezoned to R-2 (One Unit Residential) in 2016 for the same reason.

Existing zoning in the immediate area is as follows:

- R-1 (Residential Estate) – west and south
- R-2 (One Unit Residential) – north
- C-2 (General Business) – east
- PUD (Planned Unit Development) – southeast
- AG (Urban Agriculture) - southwest

The applicant's plans for the property are to continue the development of traditional single-unit residential homes on Lots 6-17, and to utilize Lots 1-5 for small scale, neighborhood serving commercial uses.

Existing zoning adjacent to the subject property is as follows:

- North – R-2 (One Unit Residential);
- South – R-2 (One Unit Residential);
- East – R-2 (One Unit Residential) and R-3 (One to Four Unit Residential);
- West – C-2 (General Business) and R-4 (High Density Residential).

Comprehensive Land Use Plan Conformity:

As with all proposed zone changes, Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported by the Plan. The Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The subject property is located in an area designated as "Neighborhood Center." Page 4-32 of the Plan provides general characteristics of areas designated as a Neighborhood Center, which typically includes low-scale commercial uses supporting general neighborhood needs, as well as supporting multifamily residential, as primary uses. The Future Land Use Plan and Page 4-32 of the Comprehensive Plan are included at the end of the staff report for the Commission's review.

The following is a list of permitted uses in the R-2 (One Unit Residential) zoning district:

A. **Conventional site-built single-family dwellings and manufactured homes with siding material consisting of wood or wood products, stucco, brick, rock, or horizontal lap wood, steel or vinyl siding;**
B. Day-care, adult;
C. Family child care home;
D. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities used during daylight hours;
E. Schools, public, parochial, and private elementary, junior and senior high;
F. Neighborhood assembly uses;
G. Neighborhood grocery;
H. Group home;
I. Church.

The Planning and Zoning Commission voted to support the vacation, replat and zone change after a public hearing on April 21, 2022. There were no public comments either for or against this case. The Commission included the following recommended conditions of approval:

1. A standard City detached sidewalk shall be constructed along the Poplar frontage of the subdivision concurrent with the construction of other public improvements in the subdivision.

2. Standard City curbwalk shall be constructed along Mark's Way, from Poplar Street, east, to tie in with the existing curbwalk located approximately midway along proposed Lot 3.

3. Prior to the approval of a permit to construct public improvements, easement releases shall be provided by the applicant, from all City of Casper utility franchisees for the vacation of the undeveloped Goodstein Street right-of-way which currently bisects the subdivision.

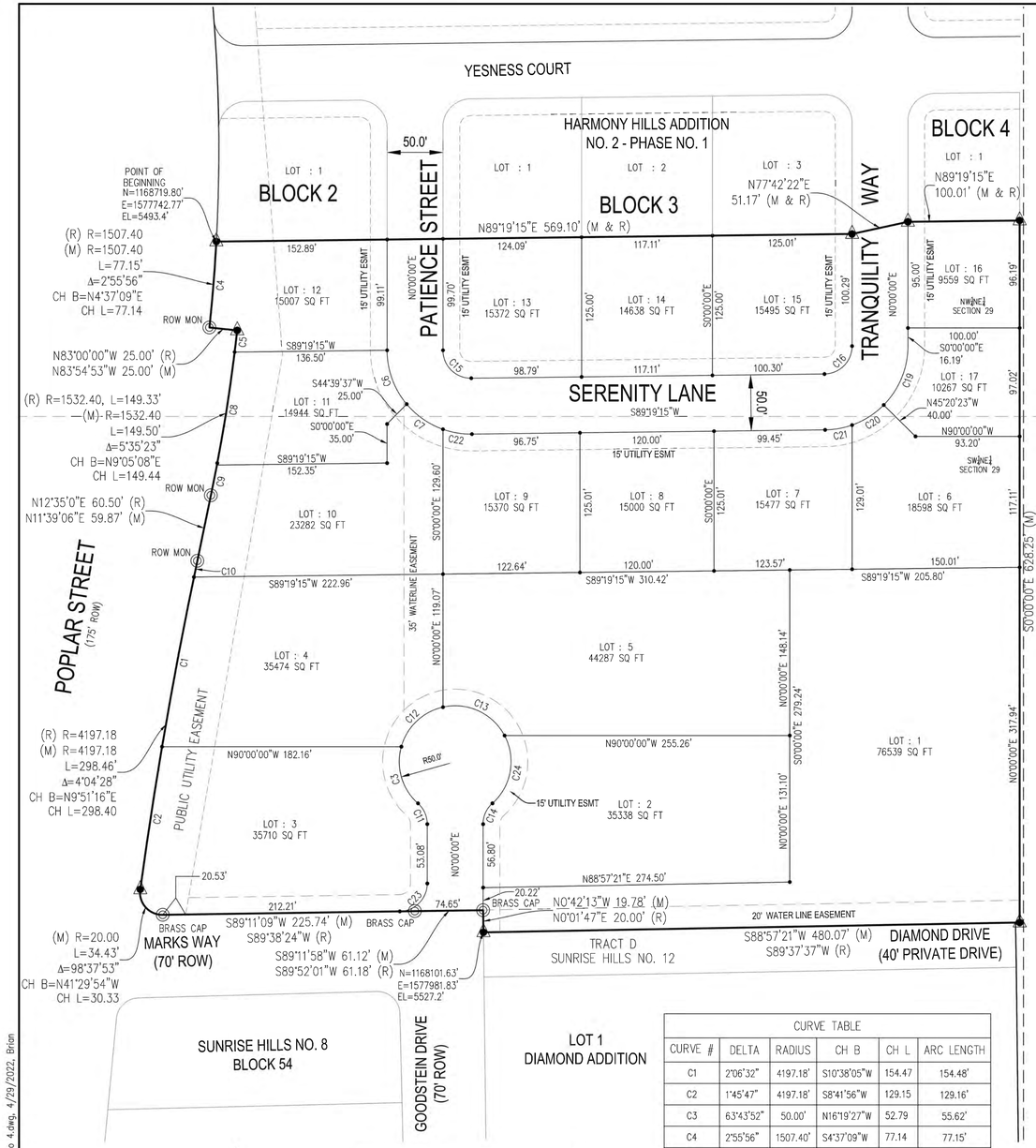
Financial Considerations:
Not applicable

Oversight/Project Responsibility:
Community Development Department – Planning Division

Attachments:
Aerial Map
Zoning Map
Subdivision Agreement
Plat
Ordinance

Proposed Replat/Rezone Creating Harmony Hills Addition No. 4







VICINITY MAP
1" = 400'

APPROVALS

APPROVED BY THE CITY OF CASPER PLANNING AND ZONING COMMISSION OF CASPER, WYOMING
THIS _____ DAY OF _____, 2022.

ATTEST: _____ _____
SECRETARY CHAIRMAN

APPROVED BY THE CITY COUNCIL OF CASPER, WYOMING BY ORDINANCE NO. _____, DULY PASSED,
ADOPTED AND APPROVED THIS _____, DAY OF _____, 2022.

ATTEST: _____ _____
CITY CLERK MAYOR

INSPECTED AND APPROVED THIS _____, DAY OF _____, 2022.

_____
CITY ENGINEER

INSPECTED AND APPROVED THIS _____, DAY OF _____, 2022.

_____
CITY SURVEYOR

NOTES

1. ERROR OF CLOSURE EXCEEDS 1:224,292.
2. BASIS OF BEARING IS THE WYOMING STATE PLANE COORDINATE SYSTEM, EAST CENTRAL ZONE, NAD 1983/2011.
3. THE CONVERGENCE ANGLE AT THE POINT OF BEGINNING IS 00°40'19.35", AND THE COMBINED FACTOR IS 0.9997545.
4. ALL DISTANCES ARE GRID.
5. ELEVATIONS SHOWN HEREON ARE BASED ON NAVD 88 DATUM AND ARE NOT MEANT TO USED AS BENCHMARKS.

CERTIFICATE OF SURVEYOR

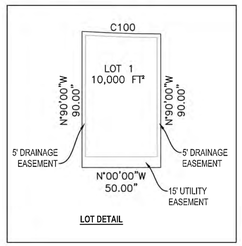
STATE OF WYOMING }SS
COUNTY OF NATRONA

I, WILLIAM R. FEHRINGER, A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSE NO. 5528, DO HEREBY CERTIFY THAT THIS PLAT WAS MADE FROM NOTES TAKEN DURING AN ACTUAL SURVEY MADE UNDER MY DIRECT SUPERVISION IN MARCH, 2022, AND THAT THIS PLAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, CORRECTLY AND ACCURATELY REPRESENTS SAID SURVEY. ALL DIMENSIONS ARE EXPRESSED IN FEET AND DECIMALS THEREOF. ALL BEING TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY WILLIAM R. FEHRINGER
THIS DAY OF _____, 2022.
WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES _____

_____
NOTARY PUBLIC

CURVE TABLE					
CURVE #	DELTA	RADIUS	CH B	CH L	ARC LENGTH
C1	2°06'32"	4197.18'	S10°38'05"W	154.47	154.48'
C2	1°45'47"	4197.18'	S8°41'56"W	129.15	129.16'
C3	63°43'52"	50.00'	N16°19'27"W	52.79	55.62'
C4	2°55'56"	1507.40'	S4°37'09"W	77.14	77.15'
C5	0°43'46"	1532.40'	N6°39'19"E	19.51	19.51'
C6	39°58'03"	75.00'	N19°59'02"W	51.26	52.32'
C7	30°33'40"	75.00'	N55°14'53"W	39.53	40.00'
C8	3°49'44"	1532.40'	N8°56'04"E	102.39	102.41'
C9	1°01'53"	1532.40'	N11°21'53"E	27.58	27.58'
C10	0°12'09"	4197.18'	N11°47'25"E	14.82	14.82'
C11	48°11'23"	25.00'	N24°05'41"W	20.41	21.03'
C12	61°48'53"	50.00'	N46°26'56"E	51.37	53.94'
C13	74°44'36"	50.00'	S65°16'20"E	60.70	65.23'
C14	48°11'23"	25.00'	S24°05'41"W	20.41	21.03'
C15	90°40'45"	25.00'	S45°20'23"E	35.56	39.57'
C16	89°19'15"	25.00'	N44°39'37"E	35.15	38.97'
C19	44°39'37"	75.00'	S22°19'49"W	56.99	58.46'
C20	25°52'06"	75.00'	S57°35'41"W	33.57	33.86'
C21	18°47'31"	75.00'	S79°55'29"W	24.49	24.60'
C22	20°09'01"	75.00'	N80°36'14"W	26.24	26.38'
C23	89°11'12"	25.00'	N44°35'36"E	35.10	38.91'
C24	76°05'24"	50.00'	S10°08'41"W	61.63	66.40'



LEGEND

- SET BRASS CAP
- SET MONUMENT 5/8" REBAR & ALUMINUM CAP
- FOUND MONUMENT AS NOTED

Civil Engineering Professionals, Inc.
6080 Enterprise Drive. Casper, Wy 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com

CERTIFICATE OF DEDICATION

STATE OF WYOMING }SS
COUNTY OF NATRONA

THE UNDERSIGNED, HIGH PLAINS INVESTMENTS, LLC, AND HARMONY DEVELOPMENT, LLC., DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF THE FOLLOWING DESCRIBED PARCEL OF LAND BEING A VACATION AND REPLAT OF LOTS 7 – 13 AND 27 – 29 AND PORTIONS OF LOTS 6, 14 & 26, SUNRISE HILLS NO. 3 ADDITION AND A PORTION OF TRACT C, SUNRISE HILLS NO. 12 ADDITION, SITUATE WITHIN PORTIONS OF THE NW¼NE¼ AND THE SW¼NE¼ OF SECTION 29, T.33N., R.79W., 6TH P.M., CITY OF CASPER, NATRONA COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE PARCEL, ALSO BEING THE SOUTHWEST CORNER OF LOT 1, BLOCK 2 OF HARMONY HILLS ADDITION NO. 2 – PHASE 1, MONUMENTED BY A BRASS CAP AND BEING THE POINT OF BEGINNING;

THENCE N89°19'15"E, ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF LOT 1, BLOCK 2 AND LOTS 1–3, BLOCK 3, HARMONY HILLS ADDITION NO. 2 – PHASE 1, A DISTANCE OF 569.10 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3, LOCATED ON THE WEST LINE OF TRANQUILITY WAY AND MONUMENTED BY A BRASS CAP;

THENCE N77°42'22"E, ACROSS TRANQUILITY WAY, A DISTANCE OF 51.17 FEET TO THE SOUTHWEST CORNER OF LOT 1, BLOCK 4, HARMONY HILLS ADDITION NO. 2 – PHASE 1, LOCATED ON THE EAST LINE OF TRANQUILITY WAY AND MONUMENTED BY A BRASS CAP;

THENCE N89°19'15"E, ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF SAID LOT 1, BLOCK 4, A DISTANCE OF 100.01 FEET TO THE NORTHEAST CORNER OF THE PARCEL AND THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 4, MONUMENTED BY A BRASS CAP;

THENCE S00°00'00"E, ALONG THE EAST LINE OF THE PARCEL, A DISTANCE OF 628.25 FEET TO THE SOUTHEAST CORNER OF THE PARCEL, MONUMENTED BY A BRASS CAP;

THENCE S88°57'21"W, ALONG THE SOUTH LINE OF THE PARCEL AND THE NORTH LINE OF TRACT D, SUNRISE HILLS NO. 12, A DISTANCE OF 480.07 FEET TO THE NORTHWEST CORNER OF SAID TRACT D, LOCATED ON THE EAST LINE OF MARKS WAY AND GOODSTEIN DRIVE, MONUMENTED BY A BRASS CAP;

THENCE N00°42'13"W, ALONG THE EAST LINE OF GOODSTEIN DRIVE, A DISTANCE OF 19.78 FEET TO THE NORTH LINE OF MARKS WAY, MONUMENTED BY A BRASS CAP;

THENCE S89°11'58"W, ALONG THE SOUTH LINE OF THE PARCEL AND THE NORTH LINE OF MARKS WAY, A DISTANCE OF 61.12 FEET TO A POINT, MONUMENTED BY A BRASS CAP;

THENCE S89°11'09"W, ALONG THE SOUTH LINE OF THE PARCEL AND THE NORTH LINE OF MARKS WAY, A DISTANCE OF 225.74 FEET TO A POINT OF CURVATURE, MONUMENTED BY A BRASS CAP;

THENCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 20.00 FEET, THROUGH A CENTRAL ANGLE OF 98°37'53", A DISTANCE OF 34.43 FEET, WITH A CHORD BEARING OF N41°29'54"W, A DISTANCE OF 30.33 FEET TO THE END OF CURVE, LOCATED ON THE EAST LINE OF SOUTH POPLAR STREET, MONUMENTED BY A BRASS CAP;

THENCE IN A NORTHEASTERLY DIRECTION ALONG THE WEST LINE OF THE PARCEL AND THE EAST LINE OF SOUTH POPLAR STREET AND A CURVE TO THE RIGHT HAVING A RADIUS OF 4197.18 FEET, THROUGH A CENTRAL ANGLE OF 4°04'28", A DISTANCE OF 298.46 FEET, WITH A CHORD BEARING OF N9°51'16"E, A DISTANCE OF 298.40 TO THE END OF CURVE, MONUMENTED BY A WYDOT HIGHWAY MONUMENT;

THENCE N11°39'06"E, ALONG THE WEST LINE OF THE PARCEL AND THE EAST LINE OF SOUTH POPLAR STREET, A DISTANCE OF 59.87 FEET TO A POINT OF CURVATURE, MONUMENTED BY A WYDOT HIGHWAY MONUMENT;

THENCE CONTINUING IN A NORTHEASTERLY DIRECTION ALONG THE WEST LINE OF THE PARCEL AND THE EAST LINE OF SOUTH POPLAR STREET AND A CURVE TO THE LEFT HAVING A RADIUS OF 1532.40 FEET, THROUGH A CENTRAL ANGLE OF 5°35'23", A DISTANCE OF 149.50 FEET, WITH A CHORD BEARING OF N9°05'08"E, A DISTANCE OF 149.44 FEET TO A POINT, MONUMENTED BY A BRASS CAP;

THENCE N83°54'53"W, ALONG THE RIGHT–OF–WAY LINE OF SOUTH POPLAR STREET, A DISTANCE OF 25.00 FEET TO A POINT, MONUMENTED BY A WYDOT HIGHWAY MONUMENT;

THENCE CONTINUING IN A NORTHEASTERLY DIRECTION ALONG THE WEST LINE OF THE PARCEL AND THE EAST LINE OF SOUTH POPLAR STREET AND A CURVE TO THE LEFT HAVING A RADIUS OF 1507.40 FEET, THROUGH A CENTRAL ANGLE OF 2°55'56", A DISTANCE OF 77.15 FEET, WITH A CHORD BEARING OF N4°37'09"E, A DISTANCE OF 77.14 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED TRACT OF LAND CONTAINS 10.48 ACRES, AND IS SUBJECT TO ANY RIGHTS–OF–WAY AND/OR EASEMENTS, RESERVATIONS AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE PARCEL OF LAND, AS IT APPEARS ON THIS PLAT, IS DEDICATED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS. THE NAME OF THE SUBDIVISION SHALL BE "HARMONY HILLS ADDITION NO. 4" AND THE OWNERS HEREBY GRANT TO THE PUBLIC AND PRIVATE UTILITY COMPANIES AN EASEMENT AND LICENSE TO LOCATE, CONSTRUCT, USE AND MAINTAIN CONDUITS, LINES, WIRES AND PIPES, ANY OR ALL OF THEM, UNDER AND ALONG THE STRIPS OF LAND MARKED "UTILITY EASEMENT" AND "20' WATER LINE EASEMENT" AS SHOWN ON THIS PLAT. A FIVE FOOT WIDE DRAINAGE EASEMENT IS LOCATED ALONG THE BACK AND SIDE LINE OF EACH LOT FOR GENERAL LOT DRAINAGE. ALL ROADS AND STREETS AS SHOWN HEREON ARE HEREBY, OR HAVE BEEN PREVIOUSLY, DEDICATED TO THE USE OF THE PUBLIC.

HIGH PLAINS INVESTMENTS, LLC
421 SOUTH CENTER ST., SUITE 101
CASPER, WYOMING 82601

_____
LISA BURRIDGE – PRESIDENT

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY LISA BURRIDGE, PRESIDENT OF HIGH PLAINS INVESTMENTS, LLC THIS _____ DAY OF _____, 2022.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

_____
NOTARY PUBLIC

HAARMONY DEVELOPMENT, LLC
421 SOUTH CENTER ST., SUITE 101
CASPER, WYOMING 82601

_____
LISA BURRIDGE – PRESIDENT

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY LISA BURRIDGE, PRESIDENT OF HARMONY DEVELOPMENT, LLC THIS _____ DAY OF _____, 2022.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

_____
NOTARY PUBLIC

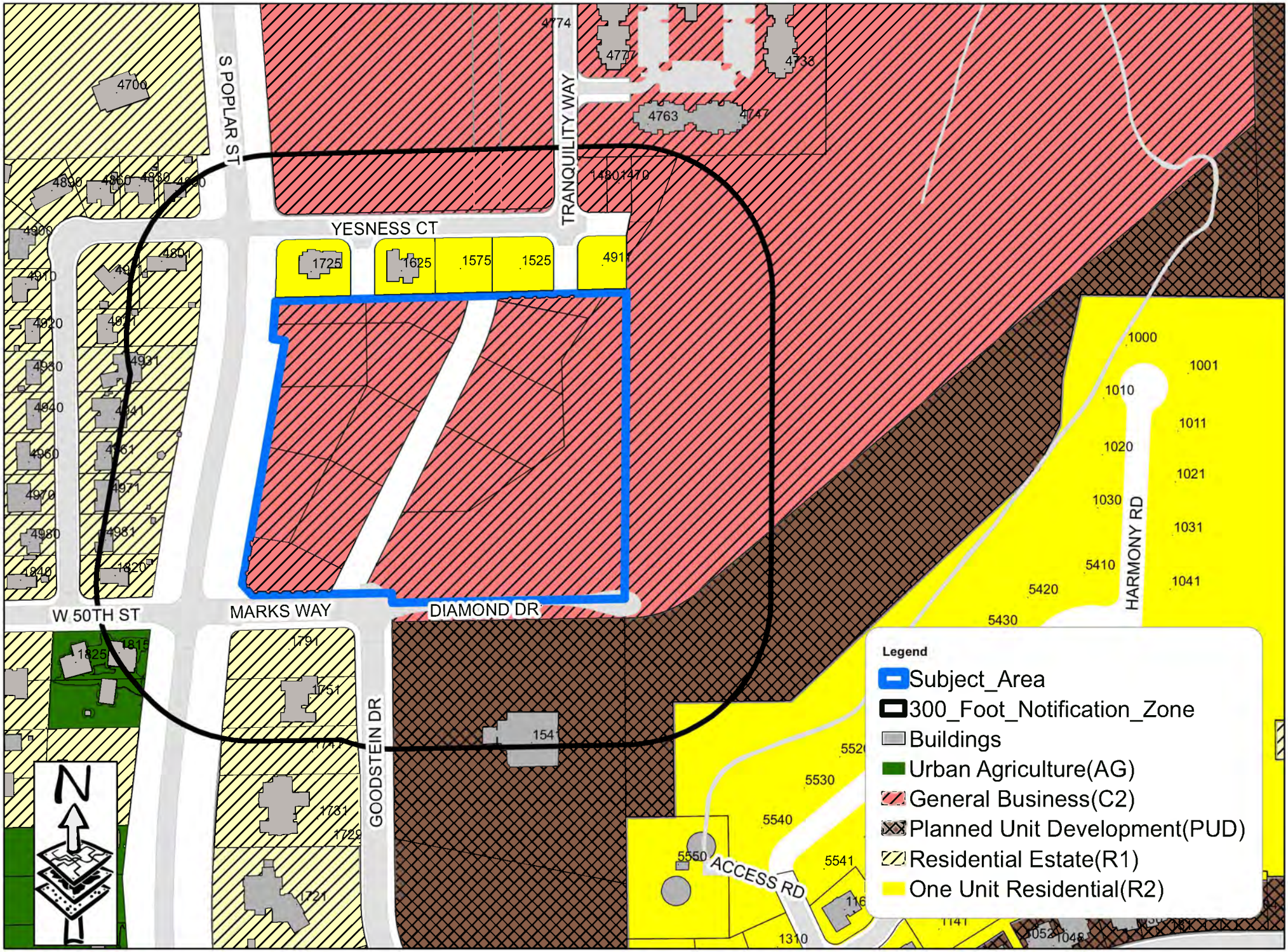
VACATION & REPLAT OF LOTS 7–13, 27–29
& PORTIONS OF LOTS 6, 14 AND 26.
SUNRISE HILLS NO. 3 ADDITION
& A PORTION OF TRACT C,
SUNRISE HILLS NO. 12 ADDITION
AS

HARMONY HILLS ADDITION NO. 4

AN ADDITION TO THE CITY OF CASPER, WYOMING
BEING A PORTION OF THE NW¼NE¼ AND THE SW¼NE¼
SECTION 29, T.33N., R.79W., 6TH P.M.
NATRONA COUNTY WYOMING
MARCH, 2022
W.O. #22–020

M:\Land 2022\Engineering\22-020 Harmony Hills\Survey Plats\22-020 – HARMONY HILLS No 4.dwg, 4/29/2022, Brian

Proposed Replat/Rezone Creating Harmony Hills Addition No. 4



ORDINANCE NO. 8-22

AN ORDINANCE APPROVING A VACATION, REPLAT, SUBDIVISION AGREEMENT AND ZONE CHANGE TO CREATE THE HARMONY HILLS ADDITION NO. 4 SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS an application has been made to vacate and replat Lots 7-13, 27-29 and Portions of Lots 6, 14 and 26, Sunrise Hills No. 3 Addition, and a Portion of Tract C, Sunrise Hills No. 12 Addition, to create the Harmony Hills Addition No. 4, located east of South Poplar Street and south of Yesness Court; and,

WHEREAS an application has been made to rezone proposed Lots 6-17, Harmony Hills Addition No. 4, from C-2 (General Business) to R-2 (One Unit Residential); and,

WHEREAS, a written subdivision agreement will be entered into with the City of Casper, which will be approved with the vacation/replat upon third reading of this ordinance; and,

WHEREAS, this vacation, platting and rezoning requires approval by ordinance, following a public hearing; and,

WHEREAS, after a public hearing on April 21, 2022, the City of Casper Planning and Zoning Commission passed a motion recommending that City Council approve the zone change, vacation and replat, with conditions; and,

WHEREAS, the governing body of the City of Casper finds that the above-described zone change, vacation, replat and subdivision agreement should be approved.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:
The vacation and replat creating Harmony Hills Addition No. 4 Subdivision is hereby approved.

SECTION 2:
The Harmony Hills Addition No. 4 Subdivision Agreement is hereby approved, with the recommended conditions from the Planning and Zoning Commission incorporated; and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said documents.

SECTION 3:
The rezoning of Lots 6-17, Harmony Hills Addition No. 4 to R-2 (One Unit Residential) is hereby approved.

SECTION 4:
This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the _____ day of _____, 202__.

PASSED on 2nd reading the ____ day of _____, 202__.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the _____ day of _____, 20__.

APPROVED AS TO FORM:

_____

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

_____
Fleur Tremel
City Clerk

_____
Ray Pacheco
Mayor

May 5, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Andrew Beamer, P.E., Public Services Director
Alex Sveda, P.E., City Engineer
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Local Assessment District No. 158
Coates Road Asphalt Surfacing Improvements Project
Assessment Roll Public Hearing and Approval of Ordinance on Third Reading

Meeting Type & Date:
Regular Council Meeting
May 17, 2022

Action Type:
Ordinance

Recommendation:
That Council, on third reading, approve an ordinance confirming the assessment for Local Assessment District No. 158 – Coates Road Asphalt Surfacing Improvements Project.

Summary:
On April 5, 2022, Council conducted a public hearing and approved, on first reading, an Ordinance confirming the assessment roll for Local Assessment District (LAD) No. 158 – Coates Road Asphalt Surfacing Improvements Project. The LAD No. 158 area includes eighteen (18) properties that are accessed by Coates Road within the City Limits. There were no comments from any of the affected property owners at the meeting on April 5, 2022, and only one written objection had been received prior to that meeting. Likewise, on April 19, 2022, Council approved, on second reading, the aforementioned Ordinance.

After the ordinance is adopted, including three readings by Council, residents within the District may pay their entire assessment within thirty (30) calendar days, free of interest, or in ten (10) equal yearly installments at an interest rate of three percent (3%).

The Council, acting as the Board of Equalization, will review the assessment roll, recommend any corrections, and/or approve the assessment roll as presented. If Council elects to adjust the assessments, City staff will prepare a recommendation for Council consideration.

Financial Consideration
The total assessment for the project is $48,665.75 to be deposited into the LAD Fund.

Oversight/Project Responsibility
Scott R. Baxter, P.E., Associate Engineer

Attachments
Ordinance and Roll Filing

RECEIVED
5/13/22

LARSON
4360 Coates Road
Casper, WY 82604

May 12, 2022

City of Casper, Wyoming
200 North David Street
Casper, WY 82601

Re: Notice of Assessment of Local Assessment District No. 158
Coates Road Asphalt Surfacing Improvements Project

To Whom It May Concern:

Please accept this letter as our formal objection to the above referenced Notice of Assessment and our property located at 4360 Coates Road, Casper, Wyoming.

We feel that the property assessment is incorrect and ask that you please review the same. The reason for our objection is based upon the fact that we were not the owners of the property located at 4360 Coates Road when the Asphalt Surfacing Improvements Project took place. We purchased the property located at 4360 Coates Road on October 13, 2022. We were not aware of the Asphalt Surfacing Improvements Project at any time prior to or after the purchase of the property until receipt of the April 18, 2022 letter we received from the City of Casper.

In a phone conversation and in email Scott R. Baxter, P.E., Associate Engineer with the City of Casper, on May 10, 2022, advised us that he (Mr. Baxter) spoke with the previous owner, Julia Olsen earlier that day. Ms. Olsen told Mr. Baxter that she "made her objection in February 2021, but never heard anything further after the creation of the LAD occurred. She didn't talk with any of the neighbors (they hadn't called or said anything)."

Mr. Baxter also told us that "there is no formal notice issued from the City of Casper after the creation of the LAD. We just moved into the construction process for summer of 2021. So...Julia never knew what was going on and she had been side-tracked with many other things sorting out the estate and also had a new baby. The next thing she ever heard or saw was the notification of Roll Filing that arrived just a few weeks ago! At that point she knew the project had moved forward and she might in fact be billed for the improvements, but she called me to let me know the property had been sold. All of the real estate transaction she did by e-sign and she never visited the property after about April 2021. So, the combination of these circumstances resulted such that she did not try to withhold information or trick anyone. She just had forgotten about the project and wasn't even sure things were moving forward for construction and billing to property owners. She was never here in Casper so she was never aware of the summer construction activity. Her realtor wouldn't have been expected to know about it either."

Mr. Baxter further advised us that "This is a sort of 'perfect storm' in the course of how these LAD projects work out, and the City of Casper will be looking internally to see how we can notify and communicate better with property owners, realtors and title companies to make this process work better."

Furthermore, if we had been given the ability to object, we would have done so based on the method of calculation used to assess the expense to each property. The method was based on the size of the lot which doesn't correlate to the use of the road because it does not extend all the way to our property line. There are several other homes that use the exact same amount of road to access their homes because the road stops at the bottom of the hill and becomes a dirt road again. Given the opportunity, we would have objected to the project entirely because it was not our desire to have a paved road and no real benefit to us because we still have to drive on a dirt road to access our property. And we would have furthermore objected to the method of calculations because we are in a position to pay the highest amount in comparison to our neighbors who get the same (if not more in some cases) amount of benefit out of the existence of this road being paved.

We are providing this information to help the City Council understand how this unfolded and we respectfully request a

discount proportionate to when we took possession of the property located at 4360 Coates Road as well as taking into our account that we were not given a fair and equal opportunity to object to the method of calculation used to appropriate the cost to the homeowners on Coates Road.

We thank you in advance for your consideration.

Regards,

Adam and Tori Larson

ORDINANCE NO. 4-22

AN ORDINANCE RATIFYING ALL ACTIONS PREVIOUSLY TAKEN CONCERNING CITY OF CASPER, WYOMING, LOCAL ASSESSMENT DISTRICT NO. 158, CONFIRMING THE PROCEEDINGS, ASSESSMENT ROLL AND ASSESSMENT THEREFOR; ASSESSING THE AMOUNTS IN SAID ROLL ON THE PROPERTY IN SAID DISTRICT; CREATING A LIEN THEREFOR AND PRESCRIBING THE PRIORITY THEREFOR; DIRECTING THE CERTIFICATION OF SAID ROLL BY THE CITY CLERK AND TRANSMITTAL THEREOF TO THE CITY TREASURER; PRESCRIBING NOTICE THAT SAID ASSESSMENT SHALL BE PAID AND THE TERMS THEREOF; PROVIDING FOR THE PAYMENT OF SAID ASSESSMENT; CREATING A SPECIAL AND A SEPARATE FUND THEREFOR; PROVIDING FOR THE COLLECTION OF DELINQUENT ASSESSMENTS; AND, PRESCRIBING VARIOUS DETAILS CONCERNING SAID PROVISIONS.

WHEREAS, the Council does hereby find that all assessments are just and proper; and,

WHEREAS, the Council of said City hereby determines to provide for the collection of said assessments; and,

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

Section 1. Ratification.
All action (not inconsistent with the provisions of this ordinance) heretofore taken by the City and the officers of said City, directed toward the creation of the City of Casper, Wyoming, Local Assessment District No. 158, the making of local improvements therein, the levy of assessments therefor, is hereby ratified, approved, and confirmed.

Section 2. Confirmation of Proceedings, Assessment Roll and Assessments.
The regularity, validity, and correctness of said proceedings, the assessment roll therefor and said assessments in the amount levied and apportioned on and against the lots, tracts, parcels of land, and other property in said District, as modified by this Ordinance, are hereby in all respects established and confirmed.

Section 3. Levy of Assessments.
The cost and expense of such improvements and the apportionment of the same, as set forth in the assessment roll on file with the City Engineer and which has been made out in accordance with the provisions of Ordinance No. 8-21, passed, adopted, and signed on the 16th day of March, 2021, except to reflect more accurately the costs of the improvements, and of Wyoming Statutes Section 15-6-401 et seq., are hereby assessed against the lots, tracts, parcels of land, and other property included within such improvement district in the proportions and amounts severally set forth in said assessment roll which is hereby specifically referred to and made a part hereof to the same extent as if set forth herein at length.

Section 4. Creation of Lien.
All assessments, assessed as aforesaid, together with any interest and any penalty thereon, shall, from the time said assessment roll is placed in the hands of the Treasurer of said City, constitute a lien upon the respective lots, tracts, parcels of land, and other property assessed. The special assessments thereafter shall be and remain a lien on said property assessed until paid.

Section 5. Priority of Lien.
Said lien shall be paramount and superior to any other lien or encumbrance whatsoever, created before or after, except a lien for assessments for general taxes.

Section 6. Certification of Assessment Roll to City Treasurer.
The Clerk of the City shall immediately certify said assessment roll and transmit the same to the Treasurer of the City for collection.

Section 7. Notice of Collection of Assessments.
The Treasurer of the City shall, as soon as the assessment roll is placed in his hands for collection, publish a notice in the official newspaper of the City, and being a daily newspaper published and of general circulation in the City, once per week for two (2) consecutive weeks, and shall specify that said roll is in his hands for collection and that any assessment therein or any portion of any such assessment may be paid at any time within thirty (30) days from the date of the first publication of said notice, without penalty, interest or costs; provided, that at the election of the owner, any such assessment, or any part thereof, may and unless the assessment against any parcel is paid within said thirty (30) days, it shall, be paid in ten (10) substantially equal annual installments, with interest at the rate of three percent (3%) per annum, as hereinafter provided. The first installment shall become due one year from the date of confirmation and other installments shall become due on the succeeding anniversary dates. Each installment shall become delinquent unless paid when due, in which event the entire assessment is due and payable as provided by Wyoming Statute Section 15-6-420.

The owner of any lot or parcel of land in said District may redeem the same from any and all liability for the unpaid amount of his assessment, at any time after said thirty (30) days, by paying the entire installments of said assessment remaining unpaid, with interest to the date of maturity of the installment next falling due.

The notice described above shall be in substantially the following form attached hereto:

NOTICE OF COLLECTION OF ASSESSMENTS
IN
CITY OF CASPER, WYOMING
LOCAL ASSESSMENT DISTRICT NO. 158

NOTICE IS HEREBY GIVEN pursuant to the provisions of Ordinance No. __-__, passed, signed, attested, and recorded the __ day of____, 2022, that the confirmed assessment roll for the City of Casper, Wyoming, Local Assessment District No. 158, was certified on the __ day of ____, 2022, by the Clerk of the City of Casper to the undersigned, the Treasurer of the City, for collection. The owner of any lot, tract, parcel of land, or other property, charged with any assessment may redeem the same from all or any portion of the liability for the contract price of such improvement by paying the entire assessment or any portion thereof charged against such lot or parcel of land without interest and without further demand within thirty (30) days after the first publication of this notice, to wit, on or before the ____ day of ____, 2022.

Failure to pay the whole assessment within said period of thirty (30) days shall be conclusively considered and held on election on the part of all persons interested, whether under disability or otherwise, to pay the unpaid assessments in installments. In case of such election to pay installments, the unpaid assessments shall be payable at the office of said Treasurer of said City in ten (10) substantially equal annual installments of principal, the first of which installments of principal shall be due and payable on or before the ___ day of ____, 2022, being one year from the passage, signature, attestation, and recordation of said Ordinance No. __, one year from the date of confirmation of assessments, and the remainder of said installments shall be due and payable successively on the succeeding anniversary dates, until paid in full, with interest in all cases on the unpaid and deferred installments of principal from the said _____ day of ____, 2022, the date of passage, signature, attestation, and recordation of said Ordinance No. _____, at the rate of three percent (3%) per annum, payable at the office of said Treasurer. Each installment shall become delinquent unless paid when due, and failure to pay any installment, whether of principal or interest, when due, shall cause the whole of the unpaid principal to become due and payable immediately, and the whole amount of the unpaid principal and accrued interest shall thereafter draw, in addition to said interest, a penalty of five percent (5%) of the last annual unpaid assessment. The Owner of any such property may pay all unpaid installments at any time prior to the day of the sale, or judgment for said unpaid installments, with interest thereon at three percent (3%) per annum, and all penalties accrued, and shall thereupon be restored to the right thereafter to pay in installments in the same manner as if default had not been suffered.

The owner of any such property may redeem the same from all liability for the unpaid amount of said assessment at any time after said thirty (30) days by paying all installments of said assessment remaining unpaid and charged against such lot, tract, parcel, or other property, at the time of such payment, with interest thereon to the date of maturity of the installment next falling due. All payments shall be made payable to the Treasurer of the City of Casper.

IT WITNESS WHEREOF, I have hereunto set my hand at Casper, Wyoming, this ___day of _____, 2022.

_____
Treasurer
CITY OF CASPER, WYOMING

Section 8. Payment of Assessment.
The sum hereby charged against each of said lots, tracts, parcels of land, and other property, as set forth in the assessment roll, shall be paid in the manner and upon the terms hereinabove provided in said notice.

Section 9. Construction Funds.
The special assessment collected during said 30-day period by the Treasurer of the City of Casper shall be placed in a special and separate fund designated as the "Casper Construction Fund, District No. 158, and as such at all times constitute a sinking fund for, be deemed specially appropriated to, and be applied solely to, the payment of the costs and expenses of the improvements made in said City of Casper, Wyoming, Local Assessment District No. 158. Said special assessments, principal, interest, and any penalty, when collected by said Treasurer after said 30-day period, shall be placed in the fund, and as such, shall at all times, constitute a sinking fund for, and be deemed specially appropriated to, and be applied solely to, the General Fund (Special Assessment Revolving Fund) for the purpose of paying the costs and expenses of said improvements, and thereafter to the extent monies are available therefor, said fund shall not be used for any other purpose until said monies so advanced by the City and the interest thereon are fully paid.

Section 10. Foreclosure of Delinquent Assessments.
In case the payment of any such assessment or any installment of principal or interest on such assessment of any lot, tract, parcel of land, or other property assessed is delinquent, the entire assessment shall become due and payable and the City Treasurer of Casper shall forthwith cause the owner or owners of such delinquent property, if known, to be notified in writing of such delinquency, by certified mail, return receipt requested, or by posting written notice on the property, and if such delinquency shall not be paid within ten (10) days after such notice, then any delinquent assessment may be collected in the manner provided in Wyoming Statutes Sections 15-6-410 to 15-6-412, inclusive, and all laws thereunto enabling, or, at the option of the City, in the manner provided in Wyoming Statutes Section 15-6-419, all laws thereunto enabling, or otherwise as provided by law.

Section 11. Officers' Authorization to Proceed.
The officers of the City, including the Manager, Clerk, and Treasurer, be, and they hereby are, authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Ordinance.

(Coates Road Asphalt Surfacing Improvements – LAD No. 158 Assessment Role)

Section 12. Severability.
If any section, paragraph, clause, or provision of this Ordinance shall be held to be invalid or unenforceable, for any reason, the invalidity or enforceability of such section, paragraph, clause, or provision shall in no manner affect any remaining provisions of this Ordinance.

PASSED on 1st reading the 5th day of April, 2022.

PASSED on 2nd reading the 19th day of April, 2022.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the _____ day of _____, 2022.

APPROVED AS TO FORM:

Walter Trauger

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

R. Pacheco

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

May 11, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Keith McPheeters, Police Chief

SUBJECT: Police Building Design Contract

Meeting Type & Date
May 24, 2022, Work Session

Action type
Direction Requested

Recommendation
That Council approve the contract for the design process for the renovation and remodel of the Casper Business Center for use as the headquarters of the Casper Police Department.

Summary
On October 10, 2018, a Request for Proposals (RFP) was published for the Phase I Feasibility and Space Needs Assessment for a new Police Department Headquarters and Fire-EMS Administration and Headquarters Station No. 1. The Needs Assessment was awarded to Police Facility Design Group.

Police Facility Design Group (PFDG) conducted an exhaustive Needs Assessment, which included an analysis of the feasibility of maintaining, remodeling, and upgrading existing buildings, site locations for potential new construction, and multiple, existing local buildings. Among those buildings that were analyzed, the Casper Business Center proved to be the best and most cost effective candidate for a new Police Headquarters.

The original RFP included provisions that allow for the RFP respondent to be considered "for the subsequent phase(s) of architectural design and construction administration services."

The City retained a local subject matter expert who has assisted in monitoring the services of PFDG, their pricing in comparison with national and local trends, their expertise in the field of police facility design and engineering, and their willingness to carry out the vision of the City of Casper. It is the recommendation of the City's retained, local expert that PFDG be awarded the contract for the subsequent phase(s) of architectural design and construction administration services.

PFDG has worked closely and effectively in the considerations of the Casper Business Center as a Police Headquarters and has already conducted an on-site evaluation of the building.

Like the City of Casper, municipalities, local, and state governments across the nation are exploring the use of recent federal revenues for the enhancement and expansion of infrastructure. Specialized design and engineering services are rapidly being contracted, and the demand for these specialized services has already resulted in increased delays.

It is the recommendation of the Casper Police Department that the Architectural Design and Construction Administration Services contract be executed without delay so as to avoid unwarranted delays in this project. Likewise, the existing relationship with PFDG has proven to be effective, cost efficient, and beneficial to the City.

Therefore, it is our recommendation that Council authorize the City to enter into contract with PFDG to perform the architectural design and construction administration services for the new police headquarters, for which, PFDG would be paid an amount not to exceed $2,061,978.

Financial Considerations
Monies were allocated and set aside for this purpose in the One Cent #16.

Oversight/Project Responsibility
Keith McPheeters, Police Chief

Attachments
Contract
Resolution

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CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this _____ day of May, 2022, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").

2. Police Facility Design Group, P/A., 500 Grand Boulevard, Suite 201A, Kansas City, Missouri 64106 ("Consultant").

Throughout this document, the City and the Consultant may be collectively referred to as the "parties."

RECITALS

A. The City is undertaking a project to renovate and expand the currently named Casper Business Center ("CBC Building") located at 123 W. 1st Street, Casper, Wyoming 82601, for the purpose of a Public Safety and Training Headquarters, also referred to as the Casper Police Department.

B. The project requires professional services for the architectural and engineering work related to design, development of construction documents, and administration of the construction contract.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Consultant for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project:

A. Design Phase.

1. GENERAL

a. The services consist of architectural design, structural, mechanical, and electrical engineering services described herein. In addition,

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civil engineering, IT and security system design, fire protection, landscape design, and facilitation to the City for the procurement of furnishings are also included.

b. The Consultant shall manage the Consultant's services in coordination with the City, research and incorporate applicable design criteria, attend project meetings, communicate with members of the Project team and report progress to the City.

c. The Consultant shall be entitled to rely on the accuracy and completeness of services and information furnished by the City and any consultants hired as a third party by the City. The Consultant shall provide prompt written notice to the City if the Consultant becomes aware of any error, omission or inconsistency in such services or information.

d. An estimated schedule of the Consultant's services with regard to project phase duration is included with this submission. The schedule includes design milestones for cost estimates, design reviews, and allowances for periods of time required (1) for the City's review (2) for the performance of the City's consultants, and (3) for approval of submissions by authorities having jurisdiction over the Project.

e. Upon the City's reasonable request, the Consultant shall participate in developing and revising the project schedule as it relates to the Consultant's services. By mutual agreement between the Consultant and the City, the project schedule may be adjusted for reasonable cause.

f. Once the City and the Consultant agree to the time limits established by the Project schedule, the City and the Consultant shall endeavor to meet those times limits.

g. The Consultant shall, at appropriate times, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Consultant shall respond to applicable design requirements imposed by such governmental authorities and by such entities providing utility services.

h. The Consultant shall assist the City, or when directed, act on the City's behalf in connection with the City's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

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i. The Consultant's services include, but are not limited to, all drawings, details, specifications, material selection and schedules, and all other items necessary to provide a complete design to carry out the construction of the design.

j. The Consultant will attend all meetings and prepare all associated presentation materials deemed necessary to the development of the project's planning and approval process. This shall include meetings with Planning and Zoning, Code Enforcement, Engineering, and all regulatory agencies having authority over the project. Also included are all meetings to obtain additional information when necessary, and presentations for review of work completed to City Council, project representatives, and the public.

k. The Consultant shall develop the project utilizing sustainable design strategies where appropriate. The Project is not anticipated to be LEED Certified.

2. SCHEMATIC DESIGN PHASE SERVICES

a. The Consultant shall review the program and initial concept plans with the City, and shall review laws, codes, and regulations applicable to the Consultant's services.

b. The Consultant shall prepare preliminary design plans for the building and site, and evaluate the schedule, budget for the Cost of the Work, project site, and the proposed procurement or delivery method and other information, each in terms of the other, to ascertain the requirements of the project. The Consultant shall notify the City of any inconsistencies discovered in the information, and other information or consulting services that may be reasonably needed for the project.

c. The Consultant shall present its preliminary design and project recommendations to the City, including program conformance, site usage, construction delivery methods, project costs, and the feasibility of incorporating environmentally responsible design approaches. The City shall direct the Consultant to proceed as the Consultant proposes in their design and project recommendations, or give input on desired revisions.

d. Based on the project requirements agreed upon with the City, the Consultant shall present for the City's approval refinement or revisions to the preliminary design.

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e. Based on the City's approval of the preliminary design, the Consultant shall prepare Schematic Design Documents for the City's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

f. The Consultant shall consider environmentally responsible design alternatives, such as material choices and mechanical systems alternatives, within the constraints of the existing equipment, together with other considerations based on program and aesthetics, in developing a design that is consistent with the City's program, schedule and overall budget for the project, which is $29,910,000.

g. The Consultant shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics in developing a design for the Project that is consistent with the City's schedule and budget for the Cost of the Work.

h. The Consultant shall submit the Schematic Design Documents to the City, regulatory agencies and departments.

i. Upon completion of the Schematic Design Phase, the Consultant shall request the City's approval of the Schematic Design Documents. If further revisions to the Schematic Design Documents are required to comply with the City's budget for the Cost of the Work at the conclusion of the Schematic Design Phase, the Consultant shall incorporate the required revisions in the Design Development Phase.

3. DESIGN DEVELOPMENT PHASE SERVICES

a. Based on the City's approval of the Schematic Design Documents, and on the City's authorization of any adjustments in the project requirements, the Consultant shall prepare Design Development Documents for the City's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and

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such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.

b. The Consultant shall meet with City to develop building detail requirements, including but not limited to; general material finishes, equipment needs, power requirements, energy options, phone/data/power termination points, HVAC requirements and zoning, emergency back-up requirements, security and access, audio/video, etc.

c. The Consultant shall meet with the City to identify basic furniture requirements for the City's procurement of tables, chairs, desks, workstations, file cabinets, shelving, and other miscellaneous furnishings not built into the project. (NOT included are computers, printers, desk accessories, artwork, and similar items). The Consultant shall indicate the location of those items identified above on floor plans.

d. The development of furnishings specifications to establish quality conformance and competitive bidding is **not** included as part of the services of this agreement.

e. The Consultant shall develop, "color" boards indicating finish materials, fabrics and colors, cost estimates, collection of vendors.

f. Prior to the conclusion of the Design Development Phase, the Consultant shall submit the Design Development Documents to the City, regulatory agencies and departments. The Consultant shall meet to review the Design Development Documents.

g. Upon completion of the Design Development Phase, the Consultant shall request the City's approval of the Design Development Documents.

4. CONSTRUCTION DOCUMENTS PHASE SERVICES

a. Based on the City's approval of the Design Development Documents, and on the City's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Consultant shall prepare Construction Documents for the City's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting

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forth in detail the quality levels of materials and systems and other requirements for the construction of the Work.

b. The Consultant shall incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project.

c. Upon the final review and incorporation of any required document revisions, the Consultant shall request the City's approval of the Construction Documents.

5. The Consultant shall prepare architectural and engineering plan sheets that have been approved and signed by the respective licensed Architect and Professional Engineers registered in the State of Wyoming. The plan sheets shall include the proposed area of renovations and new construction and all details necessary for construction, and other details necessary to insure safe passage for the public

6. The Consultant shall prepare final drawings and record as-built drawings utilizing a computer-aided drafting format. Digital format shall be DXF and be compatible with the City's latest version of AUTOCAD. The Consultant shall also provide a final set of plans in 11x17 paper copy designated as "as-builts" approved and signed by the respective licensed Architect and Professional Engineers registered in the State of Wyoming, and a complete set of plans electronically in a pdf format that can be printed as a complete set and to scale, ready for reproduction if needed and all CAD file associated to the project. The project will be designed and presented to the City of Casper utilizing the United States National CAD Standards, as adopted by the City of Casper. The Consultant shall coordinate all AutoCAD requirements to ensure 100% compatibility with the Owner's CAD system and in accordance of Casper Municipal Code section 16.16.020.

7. In addition to other cost estimates provided as part of the Consultant's services, the Consultant shall prepare a project cost estimate when preliminary plans are at approximately fifty percent (50%) complete, at ninety percent (90%) complete, and at the completion of the design or a Hundred percent (100%).

8. Consultant shall provide the City Engineering Office four (4) copies of the preliminary construction drawings and project manuals to be reviewed by City Staff at 90%.

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B. Project Manual.

1. General Conditions and Supplemental Conditions of the Specifications shall be based on current City of Casper approved documents.

2. The Consultant shall prepare a Project Manual to include the following:

   a. Technical Specifications.

   b. Bid Schedule to accompany the Owner's Bid Form.

   c. Edited "front end" documents of the Project Manual supplied by the City Engineering Office. Documents supplied will consist of Advertisement for Bids, Instruction to Bidders, Performance and Payment Bonds, Bid Bond and Form, Agreement between Owner and Contractor, General Conditions, and Supplementary Conditions. Consultant shall review these documents, insert modifications where necessary.

   d. The Consultant shall affix its , architect's stamp, date, and signature to the front cover of the project manual and in accordance with Wyoming State Registration Statutes.

   e. The Consultant shall provide the City Engineering Office two (2) sets of Bidding Documents prior to public advertisement for bids. The Consultant shall affix their registration stamp, date, and signature to the Bidding Documents in accordance with Wyoming State Registration Statutes.

C. Advertising and Bidding Phase.

1. The Consultant shall utilize and maintain project information with City of Casper's QuestCDN website for the following: advertisement, distributing addenda and bidding information to planholders, uploading project documents including all plans and specifications, and distributing bid tabulations to planholders.

2. The Consultant shall send advance notice of the project to interested bidders.

3. The Consultant shall provide the edited "front end" documents in digital form to Owner two (2) weeks prior to project advertisement.

4. The Consultant shall send Bidding Documents to plan centers located in Billings, Denver, Cheyenne, and Casper.

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5. The Consultant shall arrange for and conduct a pre-bid conference approximately ten (10) days prior to the bid opening. The Consultant shall take minutes of the meeting and distribute them through QuestCDN.

6. Consultant shall prepare Addenda, if necessary, to modify the Bidding Documents and distribute through QuestCDN at least seven (7) days prior to the bid opening.

7. The Consultant shall assist the City in opening, tabulating, and evaluating bids.

8. The Consultant shall provide a written opinion to the Casper Public Services Department stating their recommendation for awarding the bid.

D. Construction Phase:

1. General Administration of Construction Contract. Consultant shall consult with and advise Owner and act as Owner's representative as provided in Articles 1 through 17, inclusive, of the Standard General Conditions of the Construction Contract, No. 1910-8 (1996 edition) of the Engineers' Joint Contract Documents Committee, as amended by the Supplementary Conditions. The extent and limitations of the duties, responsibilities and authority of Consultant, as assigned in said Standard General Conditions, as amended, shall not be modified, except as Consultant and Owner may otherwise agree in writing. All of Owner's instructions to Contractor(s) will be issued through Consultant who will have authority to act on behalf of Owner to the extent provided in said Standard General Conditions, as amended, except as otherwise provided in writing. Consultant shall meet with Owner throughout the construction phase as deemed necessary by the Consultant or Owner, but not less than one (1) time per week.

2. Pre-construction Conference. Consultant shall organize and conduct a pre-construction conference with the successful bidder, and shall invite representatives of all affected utilities, the City staff, and the project team. The Consultant will prepare minutes of this conference for future reference, and shall supply a copy to the Owner. At this conference, the Consultant will deliver not more than four (4) copies of the Contract Documents to the successful bidder.

3. Visits to Site and Observation of Construction. In connection with observations of the Work of Contractor(s) while it is in progress:

   a. Consultant shall make visits to the site at intervals appropriate to the various stages of construction as Consultant deems necessary in order to observe as an experienced and qualified design professional the progress and quality of the various aspects of Contractor(s)'

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work. Consultant shall provide the services of a Resident Project Representative (RPR). Based on information obtained during such visits and on such observations, Consultant shall endeavor to determine if such Work is proceeding in accordance with the Contract Documents, and Consultant shall keep Owner informed of the progress of the Work. The RPR shall be on site weekly, depending on the activities of the Contractor(s) and the progression of the Work.

b. The RPR will be the Consultant's agent or employee and under the Consultant's supervision. The duties and responsibilities of the RPR are set forth herein.

c. RPR Visits and Observation:

1. The purpose of Consultant's visits to and representation by the RPR at the site will be to enable Consultant to carry out the duties and responsibilities assigned to, and undertaken, by Consultant during the construction phase, and, in addition, by exercise of Consultant's efforts as an experienced and qualified design professional, to provide Owner with a degree of confidence that the completed Work of Contractor(s) will conform to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by Contractor(s). Subject to other terms of this agreement, Consultant shall not, during such visits or as a result of such observations of Contractor(s)' Work in progress, supervise, direct, or have control over Contractor(s)' Work, nor shall Consultant have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the Work of Contractor(s) or for any failure of Contractor(s) to comply with Laws and Regulations applicable to Contractor(s) furnishing and performing their Work.

2. Accordingly, Consultant can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their Work in accordance with the Contract Documents. During such visits, and based on his on-site observations, as an experienced and qualified design professional, Consultant shall keep Owner informed of the progress of the Work, and will alert Owner to defects and deficiencies in the Work of Contractor(s) and may

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disapprove or reject Work as failing to conform to the Contract Documents.

d. Consultant shall prepare reports of the Contractor(s)' activities after each visit and include all weather conditions at the time of the visit. The report shall contain notes of conversations with the Contractor(s) or other entities on behalf of the Owner, a copy of which shall be given to Owner no less frequently than one (1) time each week during construction of the Project.

e. During site visits, Consultant shall take digital photographs, taken randomly during critical stages of construction, but in no event shall they be taken less than once a week.

f. Consultant shall maintain a correspondence file including but not limited to all memoranda, correspondence, and minutes of the progress meetings.

g. During construction, progress meetings to include Owner's representative, Consultant, and Contractor(s) and subcontractors, as applicable, shall be held on a weekly basis. The Contractor shall be responsible for keeping minutes of these progress meetings, and for circulating the minutes to all attendees within four (4) days following the meeting.

h. In order to track progress of construction, Consultant shall prepare weekly progress reports to be provided to the Owner. This report shall include information on major progress, , note any outstanding claims or potential changes in the scope of the project, and include pertinent digital photos to document construction activities or discussions.

4. Defective Work. During such visits and on the basis of such observations, Consultant may disapprove of or reject Contractor(s)' Work while it is in progress if Consultant believes that such Work does not conform to the Contract Documents or that it will prejudice the integrity of the design concept of the Project as reflected in the Contract Documents. Consultant must notify the City of any such defective work.

5. Interpretations and Clarifications. Consultant shall issue necessary interpretations and clarifications of the Contract Documents and in connection therewith evaluate, prepare and process Work Directive Changes and Change Orders as required, for submittal to Owner.

6. Shop Drawings. Consultant shall review and approve, or take other appropriate action with respect to, Shop Drawings (as that term is defined

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in the aforesaid Standard General Conditions), samples and other data which Contractor(s) are required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents. Such reviews and approvals or other action shall not extend to means, methods, techniques, sequences or procedures of construction or to safety precautions or programs incident thereto.

7. Substitutes. Consultant shall evaluate and determine the acceptability of substitute materials and equipment proposed by Contractor(s), and submit to the City with recommendations prior to approval.

8. Inspection and Tests. Consultant shall provide for material testing as specified in the Contract Documents.

9. Disputes between Owner and Contractor. Consultant shall act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the Work thereunder and make decisions on all claims of Owner and Contractor(s) relating to the acceptability of the Work thereunder or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the Work. Consultant shall not be liable for the results of any such interpretations or decisions rendered in good faith. Owner reserves the right to render final decisions on all Contractor(s) claims, acceptability of the Work, and interpretation of the requirements of the Contract Documents.

10. Applications for Payment. Based on Consultant's on-site observations as an experienced and qualified design professional, on information provided by the Resident Project Representative and on review of Applications for Payment and the accompanying data and schedules:

    a. Consultant shall determine the amounts owing to Contractor(s) and recommend, in writing, payments to Contractor(s) in such amounts. Such recommendations of payment will constitute a representation to Owner, based on such observations and review, that the Work has progressed to the point indicated, and that, to the best of Consultant's knowledge, information and belief, the quality of such Work is in accordance with the Contract Documents (subject to an evaluation of such Work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract documents, and to any other qualifications stated in the recommendation). In the case of Unit Price Work, Consultant's recommendations of payment will include final determinations of quantities and classifications of such Work (subject to any subsequent adjustments allowed by the Contract Documents).

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b. By recommending any payment, Consultant will not thereby be deemed to have represented that exhaustive, continuous or detailed reviews or examinations have been made by Consultant to check the quality or quantity of Contractor(s)' Work as it is furnished and performed beyond the responsibilities specifically assigned to Consultant in this Contract and the Contract Documents. Consultant's review of Contractor(s)' Work for the purposes of recommending payments will not impose on Consultant responsibility to supervise, direct or control such Work, or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto or Contractor(s)' compliance with Laws and Regulations applicable to their furnishing and performing the Work. It will also not impose responsibility on Consultant to make any examination to ascertain how or for what purposes any Contractor(s) has used the monies paid on account of the Contract Price, or to determine that title to any of the Work, materials, or equipment has passed to Owner free and clear of any lien, claims, security interests or encumbrances, or that there may not be other matters at issue between Owner and Contractor that might affect the amount that should be paid.

11. Contractor(s)' Completion Documents. Consultant shall receive and review tests and approvals which are to be assembled by Contractor(s) in accordance with the Contract Documents (but such review will only be to determine that their content complies with the requirements of, and in the case of tests and approvals the results certified indicate compliance with, the Contract Documents), and shall transmit them to Owner with written comments.

12. Walk-Through. Consultant shall set up a walk-through meeting and must inform the City's representative of time and date before conducting any walk-through to determine if the Work is Substantially Complete along with a final walk-through to determine if the completed work is acceptable. Consultant must recommend, in writing, final payment to Contractor(s) and may give written notice to Owner and the Contractor(s) that the Work is acceptable (subject to any conditions therein expressed), but any such recommendation and notice will be subject to limitations expressed in paragraph I.E.12.b (Construction Phase).

13. Record Drawings. Consultant shall provide the Owner one (1) set of digital record prints of drawings showing those changes made during the construction process, based on the marked-up prints, drawings, and other data furnished by Contractors to Consultant and which Consultant considers significant. Within thirty (30) days of Substantial Completion, Consultant shall submit one (1) digital set of 11"x 17" record drawings to Owner designated as "as-builts" approved and signed by a licensed Professional

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Engineer registered in the State of Wyoming. Consultant shall also provide to Owner a complete set record drawings of the Project in a PDF format and AutoCad (in conformance with City of Casper and United States National CAD Standards) format compatible with the Owners system, labeled as "Record Drawings – City of Casper Public Safety and Training Headquarters". The Consultant shall coordinate all AutoCAD requirements to ensure 100% compatibility with the Owner's AutoCAD system and in accordance of Casper Municipal Code section 16.16.020.

14. Warranty Period Inspections. Consultant shall perform warranty period inspections for completed construction, during a one (1) year period after Final Completion of the construction phase. Warranty inspections shall include attending an on-site project inspection walk-through of the project and preparing a listing of noted construction deficiencies at approximately eleven (11) months after the Final Completion date for construction, and follow-up. Consultant shall include the City's representative in said inspections.

15. Change Orders. Consultant shall evaluate and make recommendations for all requests for change orders during the construction of the Work. Consultant shall prepare and submit construction change orders along with all necessary documentation to the Owner for approval.

16. Limitation of Responsibilities. Unless otherwise provided for in this Contract, Consultant shall not be responsible for the acts or omissions of any Contractor(s), or of any Subcontractor or Supplier, or any of the Contractor(s)' or Subcontractor(s)' or Supplier(s)' agents or employees or any other persons (except Consultant's own employees and agents) at the site or otherwise furnishing or performing any of the Contractor(s)' Work; however, nothing contained in section I.A.4. (Construction Phase), inclusive shall be construed to release Consultant from liability for failure to properly perform duties and responsibilities assumed by Consultant in the Contract Documents.

E. CLARIFICATIONS REGARDING SCOPE OF SERVICES:

1. The City's Program for the project is the Phase 1 Feasibility and Space Need Assessment dated September 11, 2019 and the Casper Business Center Space Need Evaluation Report dated April 26, 2021.

2. Renovation of the CBC Building (eight level tower portion of project) consists of approximately 108,000 square feet of gross available area that will accommodate programmed space of approximately 82,500 square feet for Casper Police, Courts, City Attorney, Codes and Inspections Divisions

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of the Police Department, Fire Administration, Casper-Natrona Communications Center and various other City departments yet to be determined.

3. Where applicable, CBC Building renovation will utilize primary components of the existing building, including; exterior envelope, column system, stairwells, elevator banks, toilets (or plumbing chase space), and mechanical rooms.

4. CBC Building upgrades are planned for the mechanical systems related to distribution ductwork and piping, and supplemental equipment. Primary heating and cooling source components such as chiller, boilers, and air handlers are anticipated to remain for continued use.

5. Distribution of electrical systems components – power and lighting - and associated termination points will be upgraded. Primary power and panels will remain for reuse as allowed.

6. Technological infrastructure – phones and data, door control, monitoring, A/V, etc will be all new.

7. Mountain West Technologies will remain in their current space on the lower level. An independent access point will be developed to prevent or control intrusion into the Casper Police space.

8. New construction of a 13,000 square foot structure within the City owned east parking lot will accommodate a firing range and police special vehicle garage with secure inmate transfer capability, as mutually agreed upon.

9. Exterior materials – primarily at the entry – will be repaired and upgraded. On-site parking and the approach to the building and exterior lighting will be upgraded.

10. Remedial work to be completed on the three-story parking structure on the south side of the building including drawings and specifications. Documents will be based on the prior evaluation of structural engineering firm Lower & Company.

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2. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken expeditiously and with due diligence towards meeting the estimated timelines per Exhibit A (*Proposed Timeline/Schedule, Key Milestones*).

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with paragraph 1, not to exceed a sum of two million sixty one thousand nine hundred seventy eight dollars ($2,061,978).

The not-to-exceed cost is determined as follows:

Schematic Design	$ 303,320	
Design Development	404,427	
Construction Documents	808,853	
Bidding	101,107	
Construction Administration	404,427	
Sub-total	2,022,133	$2,022,133
Expenses		39,845
Total Not-To-Exceed Cost		$2,061,978

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Consultant to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Consultant pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

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6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Consultant's authorized representatives.

The City and the Consultant each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

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IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

Walter Trenor III

ATTEST

Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

WITNESS

By: _____

Printed Name: _____

Title: _____

CONSULTANT
Police Facility Design Group, P/A.

By: DocuSigned by: 3B6D532FC90C461...

Printed Name: James Estes

Title: President

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CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the City and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Consultant shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to the Consultant from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

4. AUDIT:

The City and its representatives shall have access and obtain at its discretion, copies to any books, documents, papers, electronic data and records of the Consultant, which are pertinent to this Contract. The Consultant shall immediately, upon receiving written instruction from the City, provide to any independent auditor or accountant all books, documents, papers, electronic data and recordings of the Consultant which are pertinent to

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this Contract. The Consultant shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the City.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Consultant under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this agreement, they will be turned over to the City provided that, in any case, the Consultant may, at no additional expense to the City, make and retain such additional copies thereof as Consultant desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Consultant be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant without the prior written consent of the City.

8. GOVERNING LAW AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Seventh Judicial District, Natrona County, Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

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9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any Subconsultant to perform any services in the scope of this project, unless the Subconsultant is approved in writing by the City. Any approved Subconsultant shall be paid by the Consultant.

Subconsultants normal to the engineering of the project, and retained by the Consultant are:

a.	Associate Architect:	Amundsen Associates, LLC 212 E. Second Street Casper, Wyoming 82601
b.	IT, Security/ Access Control/CCTV	Police Facility Design Group, P/A 500 Grand Boulevard, Suite 201A Kansas City, Missouri 64106
c.	Audio Visual & Acoustics	Police Facility Design Group, P/A 500 Grand Boulevard, Suite 201A Kansas City, Missouri 64106
d.	Building Envelope/ Energy Consulting	Police Facility Design Group, P/A 500 Grand Boulevard, Suite 201A Kansas City, Missouri 64106
b.	Mechanical and Plumbing:	Hoss and Brown 11205 W. 79th Street, Suite 102 Lenexa, Kansas 66214
c.	Electrical:	Hoss and Brown 11205 W. 79th Street, Suite 102 Lenexa, Kansas 66214
d.	Structural:	Lower and Company, P.C. 1607 CY Avenue, Suite 201 Casper, Wyoming 82604

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e. Civil: ECS Engineers
111 West 2nd Street, Suite 600
Casper, Wyoming 82601

f. Subconsultants **not included** are Geotechnical, Site Surveying, and Commissioning.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to** the commencement of work, Consultant shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its Subconsultants, agents, representatives, or employees.

B. Minimum Scope and limit of Insurance.

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars ($250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars ($500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage

2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand ($500,000) per accident for bodily injury and property damage.

3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Million Dollars ($2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars ($2,000,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. Higher Limits. If the Consultant maintains broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage

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and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*
   The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*
   For any claims related to this Contract, the Consultant's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Consultant as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*
   Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*
   Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*
   Consultant has two options regarding deductibles and self-insured retentions:

   a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars ($10,000). Unless

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otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars ($10,000), and the City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

b. Option 2: Consultant shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Consultant is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Consultant shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*
Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*
If any of the required policies provide coverage on a claims-made basis:
   a. The Retroactive Date must be shown and must be before the date of the Contract or the beginning of Contract work.
   b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work.* However, Consultant's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
   c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the Contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *five (5)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*
Consultant shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

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9. *Subconsultants*
   Consultant shall require and verify that all Subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from Subconsultants.

10. *Special Risks or Circumstances*
    City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

E. Consultant agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Consultant and any Subconsultant thereof.

12. LIMITATION OF LIABILITY:

In no event shall the City, the City's employees, elected officials, appointed officials, or agents be liable under this Contract to Consultant or any third party for consequential, indirect, incidental, special, exemplary, punitive or enhanced damages or lost profits or revenues, or diminution in value, arising out of, relating to, or in connection with any breach of this Contract, regardless of (a) whether such damages were foreseeable (b) whether or not the Consultant was advised of the possibility of such damages and (c) the legal or equitable theory (contract, tort, or otherwise) upon which the claim is based.

13. INTENT:

Consultant represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Consultant shall perform all of the services for the compensation set forth in this Contract. Consultant also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Consultant agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

14. WYOMING GOVERNMENTAL CLAIMS ACT:

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

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15. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

16. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

17. ELECTRONIC SIGNATURES:

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.

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Cover Page for Exhibit A

EXHIBIT A

CASPER POLICE HEADQUARTERS PROFESSIONAL SERVICES AGREEMENT

PROPOSED TIMELINE/SCHEDULE, KEY MILESTONES

ITEM	PHASE	KEY PARTY	APPROXIMATE DURATION calendar days	DURATION months	PHASE TOTAL in months (rounded up)
Kickoff and Space Program Review Sessions	Schematic Design	Design Team/Owner	3	0.1	
Existing Facilities Verification	Schematic Design	Design Team	5	0.2	
Preliminary Concepts Development	Schematic Design	Design Team	28	0.9	
Preliminary Plans	Schematic Design	To Owner/Reg Agency			
Owner Review & Approval of Preliminary Design Regulatory Input	Schematic Design	To Owner/Reg Agency	14	0.5	
Schematic Design Documents Preparation	Schematic Design	Design Team	30	1.0	
Schematic Designn Documents to Owner, Codes, P&Z	Schematic Design	To Owner/Regulator			
Owner/Regulatory Agency Input, Presentations	Schematic Design	Regulatory Agency	10	0.3	3.0
Design Development Meetings	Design Development	Design Team/Owner	3	0.1	
Design Development Documents Preparation	Design Development	Design Team	49	1.6	
Design Development Presentation	Design Development	Owner			
Design Development Documents Approval	Design Development	Owner	7	0.2	1.9
Construction Documents Development to get to 50% complete	Construction Documents	Design Team	70	2.3	
Construction Documents 50% Complete	Construction Documents	Owner			
Construction Documents 50% Review	Construction Documents	Owner	14	0.5	
Construction Documents Development to get to 95% complete	Construction Documents	Design Team	56	1.8	
Construction Documents 95% Complete	Construction Documents	To Owner			
Construction Documents Final Review	Construction Documents	To Owner/Reg Agency	14	0.5	
Construction Documents Finalization and Quality Control	Construction Documents	Design Team	14	0.5	
Construction Documents (100%)	Construction Documents	To Owner/Reg Agency			5.5
Construction Bid Period	Bidding	Design Team/Owner	28	0.9	
Contractor Award8 and Contracting	Bidding	Design Team/Owner	45	1.5	2.4
Construction Through Substantial Completion	Construction Admin.	Contractor	540	17.8	
Construction Through Final Completion	Construction Admin.	Contractor	60	2.0	19.7
Totals			**990**	**32.5**	**32.5**

RESOLUTION NO. 22-79

A RESOLUTION AUTHORIZING A CONTRACT FOR ARCHITECTURAL SERVICES TO RENOVATE AND EXPAND THE CURRENTLY NAMED CASPER BUSINESS CENTER FOR THE PURPOSE OF A PUBLIC SAFETY AND TRAINING HEADQUARTERS WITH POLICE FACILITY DESIGN GROUP, P/A.

WHEREAS, the City is undertaking a project to renovate and expand the currently named Casper Business Center ("CBC Building") located at 123 W. 1st Street, Casper, Wyoming 82601, for the purpose of a Public Safety and Training Headquarters, also referred to as the Casper Police Department; and,

WHEREAS, the project requires professional services for the architectural and engineering work related to design, development of construction documents, and administration of the construction contract; and,

WHEREAS, the Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with Police Facility Design Group, P/A. for the professional services more specifically delineated in the Contract.

BE IT FURTHER RESOLVED: That the City Manager is authorized to make payments as set forth in the Contract, in an amount not to exceed Two Million Sixty-One Thousand Nine Hundred Seventy-Eight Dollars ($2,061,978).

PASSED, APPROVED, AND ADOPTED on this _____ day of _____, 2022.

APPROVED AS TO FORM:

Walter Trembath

ATTEST:

Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

May 3, 2022

MEMO TO: City Council
J. Carter Napier, City Manager

FROM: John Henley, City Attorney
Heather Bender, Paralegal

SUBJECT: Release of Local Assessment District (LAD) lien – 1765 Brigham Young Street, Casper, Wyoming 82604

Meeting Type & Date
Regular Council Meeting
May 17, 2022

Action type
Resolution

Recommendation
That Council, by resolution, authorize the release of an LAD Lien and execution of a *Partial Release of Lien* and *Notice of Satisfaction of Agreement and Promissory Note*. The property for which the lien should be released is 1765 Brigham Young Street, Casper, Wyoming 82604.

Summary
Find attached a resolution authorizing the release of a Local Assessment District lien which has been paid by the owner, Bernard F Thorrez, as well *a Partial Release of Lien* and *Notice of Satisfaction of Agreement and Promissory Note*.

Financial Considerations
The City recovered $4,131.37

Oversight/Project Responsibility
John Henley, City Attorney
Jill Johnson, Financial Services Director

Attachments
Resolution
Partial Release of Lien
Notice of Satisfaction of Agreement and Promissory Note

PARTIAL RELEASE OF LIEN

The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601, completed Local Assessment District 156, which improved real property owned by Bernard F. Thorrez located in Casper Wyoming, identified as follows:

> LOT 392, WESTWOOD NO. 2, AN ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING
>
> The real property is more commonly known as: 1765 Brigham Young Street, Casper, Wyoming 82604.

The Lien (Final Assessment Roll) recorded with the Natrona County Clerk as *Record No. 901815* on the *6th day of January, 2011*, included 1765 Brigham Young Street, Casper, Wyoming 82604. The lien amount for the property known as 1765 Brigham Young Street, Casper, Wyoming, 82604 has been paid and satisfied in full and in consideration of the payment, the City of Casper does hereby release its Lien which encumbered 1765 Brigham Young Street, Casper, Wyoming more particularly described above.

Please remove the Lien from the property identified above.

APPROVED AS TO FORM:

John Henley, City Attorney

ATTEST:

City of Casper, WYOMING,
A Municipal Corporation

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

State of Wyoming)
)
County of Natrona)

This instrument was acknowledged before me on the ___ day of _____, 2022, by Ray Pacheco, Mayor of the City of Casper, Wyoming.

(seal)

Notary Public

NOTICE OF SATISFACTION OF AGREEMENT AND PROMISSORY NOTE

The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 and Bernard F. Thorrez entered into an *Agreement and Promissory Note* dated March 29, 2021, recorded with the Natrona County Clerk as *Instrument No. 1101446* against the real property described as follows:

LOT 392, WESTWOOD NO. 2, AN ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING

The real property is more commonly known as: 1765 Brigham Young Street, Casper, Wyoming 82604

Mr. Thorrez has fully satisfied the indebtedness described in the Agreement and Promissory Note in full.

APPROVED AS TO FORM:

John Henley, City Attorney

ATTEST:

City of Casper, WYOMING,
A Municipal Corporation

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

State of Wyoming)
)
County of Natrona)

This instrument was acknowledged before me on the ___ day of _____, 2022, by Ray Pacheco, Mayor of the City of Casper, Wyoming.

(Seal)

My Commission Expires:

Notary Public

RESOLUTION NO. 22-72

A RESOLUTION AUTHORIZING A RELEASE OF LOCAL ASSESSMENT DISTRICT (LAD) LIEN, LAD 156, REGARDING 1765 BRIGHAM YOUNG STREET, CASPER, WYOMING.

WHEREAS, the City of Casper, Wyoming, completed LAD No. 156 which improved various properties, including 1765 Brigham Young Street, Casper, Wyoming 82604 (legal description included in the attached exhibits referenced herein); and,

WHEREAS, a Lien (Final Assessment Roll) was recorded with the Natrona County Clerk on January 6, 2011, against various properties, including 1765 Brigham Young Street, Casper, Wyoming 82604;

WHEREAS, the City of Casper, and property owner, Bernard F. Thorrez, entered into an *Agreement and Promissory Note* which was recorded with the Natrona County Clerk as *Instrument No. 1101446* on April 9, 2021, with respect to *Instrument No. 901815 LAD Assessment Role for Fort Casper Reconstruction - Phase II, recorded on the 6th day of January 2011.* Mr. Thorrez has paid his assessment in full and has made all payments required by the *Agreement and Promissory Note* satisfactorily, and the same should be released as indicated on the attached *Partial Release of Lien* and *Notice of Satisfaction of Agreement and Promissory Note.*

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that the Mayor is hereby authorized to execute, and the City Clerk to attest a *Partial Release of Lien* and the *Notice of Satisfaction of Agreement and Promissory Note* (attached) with respect to 1765 Brigham Young Street, Casper, Wyoming 82604.

PASSED, APPROVED, AND ADOPTED this ___ day of _____, 2022.

APPROVED AS TO FORM:

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

May 2, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Keith McPheeters, Police Chief
Andrew Beamer, Public Services Director
Fleur Tremel, City Clerk/Assistant to the City Manager

SUBJECT: 2022 Summer Downtown Open Container

Meeting Type & Date
Council Regular Session
May 17, 2022

Action type
Resolution

Recommendation
That Council set, by Resolution, the boundaries, times, and restrictions applicable to the 2022 Summer Downtown Open Container Events.

Summary
The following considerations are being suggested for the 2022 Downtown Open Container Events Resolution.

Boundaries:

With the successful startup of the Black Tooth Brewery, located at 322 S David Street, the Open Container Boundary will be amended to allow for the inclusion of the Black Tooth Brewery inside the approved boundary. As such, the Open Container Boundary will be amended to include South David Street, from the intersection of David Street at West Yellowstone and West 2nd Street, south on David Street, until the intersection of David Street and West Midwest Avenue.

Wristbands:

It is recommended that Council amend the 2022 Downtown Open Container Events Resolution to remove provisions for stickered containers and provide for the use of designated wristbands, the color and schedule of which is to be promulgated by the City Clerk's Office, but purchased and maintained by the vendor. It is recommended that any such vendor-obtained wristbands shall be properly and clearly marked with the name of the vendor's establishment. It is the intent of these single-use wristbands to designate those who are participating in the Downtown Open Container Event and to signify that the wearer has been verified by the vendor to be of lawful age.

Hours of Operations:

The hours of operations wherein Open Containers are permissible in the Downtown Area will remain unchanged: closing at 10:00 PM.

Signage:

Semi-permanent, seasonal signs will be installed at the boundary edges. These semi-permanent signs will remain in place throughout the season, then removed and stored for use in the next year, thereby reducing employee expenses to perform weekly placement and removal.

Financial Considerations

It is anticipated that the Casper Police Department will need to budget $36,000 in increased overtime monies in FY23 to adequately staff the Open Container events. Overtime expenses are dependent upon the rate of pay of individual, participating employees. This amount was determined by 48 nights at two (2) officers per night and 12 nights at four (4) officers per night (during holiday weekends), for a total of 720 Overtime hours. Overtime budgeting is calculated based upon the average of overtime pay rates during the last fiscal year.

Oversight/Project Responsibility

Keith McPheeters, Chief of Police
Fleur Tremel, City Clerk
Andrew Beamer, Public Services Director

Attachments

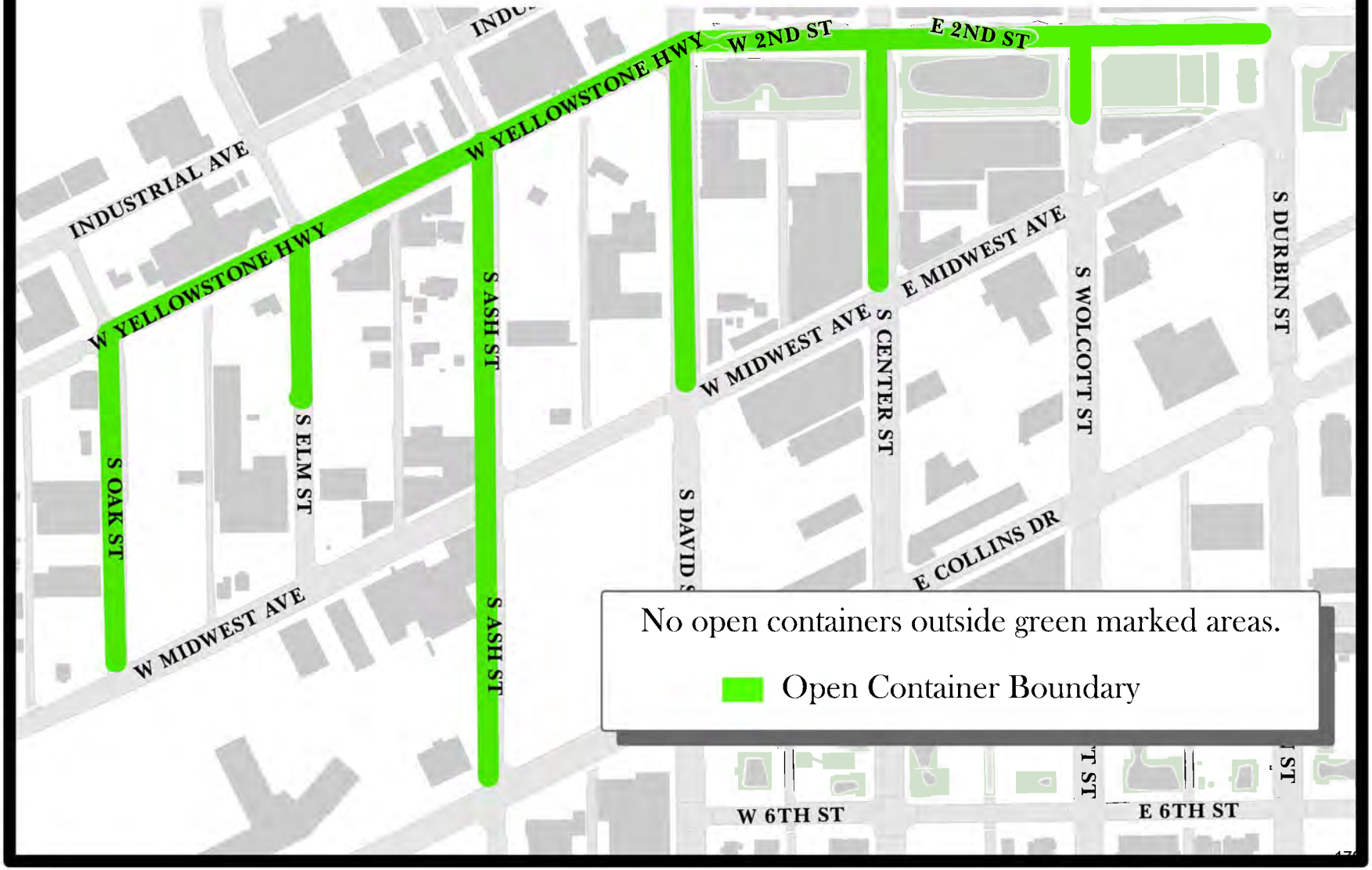
None

Open Container Map

Consumption of personal alcohol prohibited

Thursday through Saturday 5pm - 10pm

Memorial Day weekend to Labor Day weekend



RESOLUTION NO. 22-73

A RESOLUTION APPROVING THE DOWNTOWN OPEN CONTAINER AREA.

WHEREAS, the City of Casper passed Ordinance 9-20 which updated the current liquor code; and,

WHEREAS, Section 5.08.480 of Ordinance 9-20 allows Council to create an open container area between Memorial Day and Labor Day; and,

WHEREAS, the Council wishes to approve an open container area as follows: beginning at Oak Street and Yellowstone and continuing East along Yellowstone and then 2nd Street to the western edges of the intersection of Durbin Street and 2nd Street; and on David Street, beginning at its intersection with West Yellowstone and West 2nd Street and proceeding South on David Street, ending at West Midwest Avenue; and on Oak Street from Yellowstone to Midwest Avenue; and on Elm Street from Yellowstone and continuing South on Elm St to the southern edge of the Yellowstone Garage's outdoor stage area; and on Ash Street from Yellowstone and continuing South to West Collins Drive, on the sidewalks only; and on Center Street from 2nd Street and continuing South, on the sidewalk only, and ending at Midwest Avenue; and on Wolcott Street from 2nd Street and continuing South, ending at the alley to the south of Backwards Distilling Co., on the sidewalk on the west side of the street only. No alley, side street, or parking areas provide for authorized possession of, or travel with, open containers. A map describing the open container area, labeled as Exhibit A, is attached and made part of this Resolution; and,

WHEREAS, the City of Casper shall mark the boundaries; and

WHEREAS, the Council wishes to approve the open container area between the hours of 5:00PM and 10:00PM on the following dates to be Thursday, Friday, and Saturday starting the Thursday preceding the Memorial Day Weekend and ending on Labor Day; and,

WHEREAS, the Council also wishes to include the Sunday of Memorial Day Weekend, July 4th, and Labor Day Weekend; and,

WHEREAS, retail, microbrewery, and distillery license holders are allowed to sell beverages for off premise and would be allowed to participate in the open container zone; and,

WHEREAS, said participating license holders shall be prohibited from selling or providing beverages for participation in the open container zone from being contained in glass containers; and,

WHEREAS, the Council shall require any business wishing to sell beverages that are permitted outside of their establishment to give customers a wrist band, just as any individual open container permit would require; and,

WHEREAS, the Council shall also require any business wishing to participate in the event to follow the direction of the City Clerk's Office regarding the nature of said wristbands, as well as the designated weekly color of said wristbands; and,

WHEREAS, the City's Police Department requires advance notice in order to prepare public safety resources for use in the open container area, the Council shall require any business wishing to participate in the open container area to notify the City Clerk's Office at least 5 business days prior to the event's commencement; and,

WHEREAS, the Council shall require businesses to provide the City Clerk with a digital copy of the wristbands the establishment plans to use; and,

WHEREAS, the Council shall require all servers to be TIPS trained.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the described Open Container Zone is hereby approved.

PASSED, APPROVED, AND ADOPTED on this _____ day of _____, 2022.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

May 6, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Jill Johnson, Financial Services Director

SUBJECT: Establishing a Debt Service Sinking Fund to Provide Multi-Year Funding for the Fire A Pension Obligation to the State of Wyoming

Meeting Type & Date
Council Meeting
May 17, 2022

Action type
Resolution

Recommendation
That Council, by Resolution, establish a Debt Service Sinking fund to Provide Multi-Year Funding for the Fire A Pension Obligation to the State of Wyoming.

Summary
Fire A pension fund was established in 1935 and restructured in 1981. Upon suggestions from the Wyoming Retirement System (WRS) and consulting actuaries, the Legislature adopted a bill to cease contributions to the plan on April 1, 1997. Between 1997 and 2001, the Legislature increased the benefits to the pensioners. The actuarial report from January 1, 2002 highlighted a deteriorated funded position. The Legislature was unsuccessful in resolving the unfunded liability of the pension fund in 2014.

In this past Legislative session, Senate File 0039 provided for a $75 million cash infusion to the Fire A Reserve of which $20 million would be repaid by the nine legacy employers which includes the City of Casper. A census was completed by March 14, 2022, which showed there were 255 total pensioners. 93 (36.47%) of the total pensioners were retired from the City of Casper and subject to receive benefits.

Wyoming statute W.S.§15-5-203(h) creates an assessment to the legacy employers based on the percent of pensioners in the plan. Of the $20 million, 36.47% (rounded) would be $7,294,118; paid over 20 years at 0% interest for a payment of $364,705.88 per year.

According to the FY21 audit, the City has realized unappropriated cash in the General Fund which could be used to set up the fund. The beginning balance of the fund would be the present value ($4,956,472) of the future amount needed ($7,294,118). While interest rates are currently low, it is expected that the interest rates will not remain so and will increase over the 20 years of the obligation; the estimated average rate of return is 4%. The interest gained on the balance in the fund each year would be used, in addition to a portion of the corpus, to make the payments. After the 20th payment, the fund balance will be $0.

Discussion regarding the fund set up and purpose was held at the April 26, 2022 work session and direction to proceed was received by Council.

Financial Considerations

Initial funding for this proposal would be from unappropriated cash balances in the General Fund; $4,956,472 would be transferred to a Debt Service Fund and no longer be available for appropriation in the General Fund. After the initial funding, the rate of return should be sufficient to make all the payments throughout the 20 years of the obligation. If, in the future, the rate of return is not realized, there is a potential that additional funding may be needed to complete the payment schedule.

Oversight/Project Responsibility

Jill Johnson, Financial Services Director

Attachment

Resolution

RESOLUTION NO. 22-74

A RESOLUTION ESTABLISHING A DEBT SERVICE SINKING FUND TO PROVIDE MULTI-YEAR FUNDING FOR THE FIRE A PENSION OBLIGATION TO THE STATE OF WYOMING.

WHEREAS, the Wyoming Legislature established W.S.§15-5-203(h) which creates an obligation of the City of Casper to the State of Wyoming in the amount of $7,294,117.60, payable in 20 annual installments of $364,705.88 at 0% interest for the purpose of funding the Fire A Pension Fund; and

WHEREAS, the payments will begin June 1, 2023; and

WHEREAS, the City's unobligated general fund cash balance is adequate to provide present value funding ($4,956,472.00) for a debt service sinking fund which is expected to fully fund the 20-year obligation; and,

WHEREAS, the City will invest the sinking fund balance to achieve a target rate of return of 4% on average over the 20 years of the investment; and,

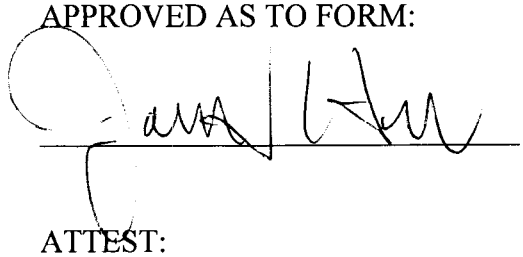
WHEREAS, at the end of the 20-year period, the sinking fund balance will be $0 and the sinking fund will be dissolved.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the City of Casper shall establish an encumbered sinking fund as part of the City's debt service, utilizing ($4,956,472.00) of the unobligated cash balance in the general fund for the purpose of funding the obligation to the State of Wyoming for the Fire A Pension Fund; and

BE IT FURTHER RESOLVED: That the City Treasurer is hereby authorized to invest the balance of the sinking fund as recommended by the Investment Advisory Committee and the City's Financial Advisor to achieve the targeted 4% rate of return and to pay from the sinking fund annual payments of approximately three hundred sixty four thousand, seven hundred and five dollars and eighty-eight cents ($364,705.88) to the State of Wyoming to satisfy the obligation.

PASSED, APPROVED, AND ADOPTED on this ___ day of _____, 2022.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

_____
Fleur D. Tremel
City Clerk

_____
Ray Pacheco
Mayor

May 6, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Zulima Lopez, Parks, Recreation, & Public Facilities Director

SUBJECT: Approving Changes to the Leisure Services Advisory Board

Meeting Type & Date
Regular Council Meeting
May 17, 2022

Action Type
Resolution
Minute Action

Recommendation
That Council, by resolution, authorize the creation of the Parks and Recreation Advisory Board to replace the Leisure Services Advisory Board, and adopt the Rules as submitted. We further recommend the appointments, by Minute Action, of three (3) new members whose terms expired.

Summary
In 1994, Resolution No. 94-35 was adopted by the Casper City Council to establish and specify the duties of the Leisure Services Advisory Board. Since that time, members of the Board have worked toward their established mission of "planning, setting priorities, and providing direction for the leisure service facilities and programs in our community". This mission required close collaboration with what was formally known as the Leisure Services Department of the City of Casper. The Leisure Services Department has been restructured over the years, and since 2018, areas or programs historically referred to as "Leisure Services" have been rechristened as "Parks and Recreation".

Recently, the Board has been discussing its purpose and contributions to the recreation community, the City of Casper, and Casper City Council. The five current Board members are excited to engage with recreation facility user groups, City staff, and City Council to a greater degree than they have in recent years, in order to accomplish their intended purpose. They are requesting City Council approval to make changes that will help support this charge.

First, by unanimous vote, the members have expressed desire to change the name of the Leisure Services Advisory Board to the Parks and Recreation Advisory Board, to more closely align with its City namesake. The Board has also reviewed its operating resolution, policies, and procedures, and are requesting approval of a new resolution and operating rules to reflect the new constructs by which they wish to operate. The new rules were approved by a vote of the membership and are attached, in tandem with a proposed resolution, for Council's consideration. Finally, there are currently three Board vacancies that need to be filled. The Board solicited applications from interested community members beginning February 14, 2022. Four applications were received

during the initial review period. Applicants were interviewed by Board and City staff members. During the April Board meeting the interview panel recommended to accept three new members, which was approved by vote of the members. The Board Chairperson recommends the appointment of these three individuals. An updated membership list is attached.

Financial Considerations
None at this time

Oversight/Project Responsibility
Zulima Lopez, Parks, Recreation, & Public Facilities Director

Attachments
Resolution
Rules
Membership List

Rules of the Parks and Recreation Advisory Board

City of Casper, Wyoming

I – Name

1. The name of this organization shall be the Parks and Recreation Advisory Board (also referred to as the Parks and Rec Board).

II – Mission

The Mission of the Parks and Recreation Advisory Board is to provide a source of active participation by a wide range of citizens in planning, setting priorities, and providing direction for the Parks and Recreation facilities and programs in the community. The Board will serve as a sounding board regarding recreation service issues for both the providers and the consumers of service. The Board will also serve as a coordinating body to bring together resources which currently exist, and to seek out additional resources to improve access to recreation services and information for residents of the Casper area.

III – Responsibilities

It shall be the duties and responsibilities of the Parks and Rec Board to:

1. Solicit input from user groups on programs and services offered by the Parks, Recreation, and Public Facilities (PRPF) Department and/or those provided at Parks and Recreation facilities.
2. Assist the PRPF staff in the development of goals for the Parks and Recreation facilities, programs, and services.
3. Recommend to the PRPF Director on matters affecting Parks and Recreation facilities, programs, and services offered by the PRPF Department.
4. Advocate, on behalf of the PRPF Department, community support for Parks and Recreation facilities' programs and services.
5. Review and recommend fees for programs and services provided by the PRPF Department.
6. Advise the PRPF Director on policies governing the operation of Parks and Recreation facilities.
7. Consider and advise on other matters as directed by the Casper City Council, City Manager, or the PRPF Director.

III – Board Governance

1. Parks and Recreation Advisory Board meetings are open to the public. The Board shall keep a record of its actions which records shall be public and provide notice of the meeting in accordance with Wyoming Statute 16-4-404, as it may be amended from time to time.
2. The Rules of the Parks and Recreation Advisory Board must be approved by City Council.
3. The Board may adopt, by vote of active members, such other operating guidelines governing this organization and procedures as it may deem necessary, which guidelines shall not be inconsistent with these Rules, Ordinances of the City of Casper, or the Laws of the State of Wyoming. These operating guidelines, detailed in Section III, Subsections 4-8 of these Rules, may be modified with a minimum of five affirmative votes of the Board at an official Board meeting and subsequent approval by the Casper City Council.

4. Board Meetings and Procedures:
    a. The Parks and Recreation Advisory Board shall consist of nine (9) members appointed to staggered three-year terms by the Mayor and Members of City Council. Initial term lengths may be adjusted for new members, if recommended by the Board, to ensure term staggering is maintained as to eliminate too much turnover in a single year. All individuals appointed to the Board shall be legal adults as defined by Wyoming State Statute. All members are eligible to serve a maximum of two (2) consecutive three-year terms. Exceptions to term limits may be granted by City Council.
    b. A majority of current voting Board members is required to constitute a quorum for an official meeting. A simple majority of those present at an official meeting is all that is necessary to carry an action of the Board; except for matters which are forwarded to the City Council, in which case a minimum of five affirmative votes are required. Board members shall abstain from voting where conflicts of interest may exist.
    c. Board members may attend regular and special meetings of the Board by electronic means or any other form of communication, provided that the following conditions are met:
        I. All Board members shall have access to the appropriate meeting media in order to participate in the public meeting.
        II. No meeting shall be conducted by electronic means or other form of communication that does not permit the public to hear, read, or otherwise discern meeting discussion contemporaneously with the discussion taking place at the meeting.
    d. Absence from three (3) consecutive meetings may be construed as an inability to serve and result in removal by the Mayor, as recommended by a vote of the Board.
    e. The Board will meet on the 2nd Thursday of each month at 4:30 p.m. as its regular meeting day and time. Notice of a change to the next meeting date or time shall be given at the end of each meeting.
    f. Where possible, meetings will be held at the Recreation facilities providing reports for each scheduled month; otherwise, meetings will be held at the Casper Recreation Center. Notice of the next meeting location shall be given at the end of each meeting.
    g. Special meetings of the Board may be called by the Chairman or upon a vote by the Board.
    h. The agenda for Board meetings will be set by the Chairman with input from other members of the Board as well as the Parks, Recreation, and Public Facilities Director and his/her staff.
    i. The Board shall elect a Chairman and Vice Chairman from the members of the Board at the first Board meeting of each calendar year.
    j. Each Board member shall serve as a liaison to at least one City of Casper operated Parks and Recreation facility. This requirement is optional for the Chair and Vice Chair. Facility and/or program managers and supervisors shall endeavor to keep their respective Board liaison appraised of activities and operations related to their facilities and programs. Board members may also optionally serve as liaison for leased facility user groups, provided that the user group desires a liaison.

5. City Council Relations
    a. Individual Board member communication with individual Council members is encouraged. However, formal actions and communications between the City Council and Board need to follow the track of Board action: directive to the Parks, Recreation, and Public Facilities Director; request to the City Manager; and schedule before an official meeting of the City Council. City Council directives will, in turn, go to the City Manager; to the Parks, Recreation, and Public Facilities Director, and then to an official meeting of the Parks and Rec Advisory Board.
    b. The Board will serve as an advocate to the City Council on behalf of the Parks, Recreation, and Public Facilities Department, but will have the freedom to promote ideas independent of City staff.
    c. The Casper City Council is encouraged to appoint one of its members as liaison to the Parks and Rec Advisory Board.

6. Community Involvement and Citizen Interactions
    a. The Board itself is made up of representatives of the community and is, therefore, an appropriate body to represent the citizens. However, as the Board feels it is necessary to do so to measure citizen priorities and/or support with respect to Parks and Recreation projects, facilities, and programs, it may formally solicit input from the community through surveys, neighborhood meetings, or other appropriate methods.
    b. The Board shall reserve a time at each of its regular meetings when members of the public may have an opportunity to bring items before the Board.
    c. Board members are encouraged to seek out citizen input on the performance of the Parks, Recreation, and Public Facilities Department.
    d. The Board shall encourage the public to work with City staff to resolve citizen complaints. Board members shall refer citizen complaints to the facility liaison, who will in turn refer complaints to the facility supervisor, or when the liaison feels it is warranted, to the entire Board.
    e. In a situation where the Board feels the Parks, Recreation, and Public Facilities Department is not adequately addressing complaints or problems, the Board may, upon a vote of the Board, bring the situation to the attention of the City Manager and/or the City Council.

7. User Groups, Leases, Rentals, and Fees
    a. The Board will endeavor to meet with all officially organized user groups which lease or rent Parks and Recreation facilities on an as needed basis.
    b. City staff will be responsible for meeting and working with the user groups to resolve day-to-day issues.
    c. The Board will be available to consider appeals from user groups of decisions made by City staff.
    d. The responsibility for negotiating rentals, leases and other contracts, and associated fees, rests with Parks, Recreation, and Public Facilities Department staff.

e. The Board may provide City staff and the Casper City Council with recommendations regarding Parks and Recreation fees, cost recovery goals, and general terms and conditions for rentals, leases, or other agreements related to Parks and Recreation facilities.
f. The City Council has exclusive authority to establish fees and cost recovery goals and enter into leases or other agreements.

8. Goal Setting and Budget Planning
    a. Board may review proposed goals for each of the Parks and Recreation facilities and provide feedback regarding proposed goals and suggested priorities. Staff is responsible for preparing a list of goals to submit to the Board for review.
    b. Board may review proposed capital budgets for the Parks and Recreation Divisions and recommend the items to take forward to the City Manager and the City Council. Staff is responsible for preparing the recommended plan to submit to the Board for review.

2022 PARKS AND RECREATION ADVISORY BOARD MEMBERS

Member	Term	Email
LISA ENGEBRETSEN (COUNCIL LIAISON)	*N/A*	lengebretsen@casperwy.gov
AMY CRAWFORD (CHAIR)	*Term Expires 12/31/22*	amy.onefineday@yahoo.com
DOUG FOLLICK (VICE CHAIR)	*Term Expires 12/31/22*	dougfollick@gmail.com
IAN WALKER (FILLED RESIGNED TERM)	*Term Expires 12/31/22*	ianwalker587@gmail.com
OLIVIA COLE	*Term Expires 12/31/23*	Keysgetaway111@gmail.com
DOUG HALL	*Term Expires 12/31/23*	dhall@caspercollege.edu
JASON MAGNUSON	*Term Expires 12/31/23*	jason@wyomingvapor.com
JIM De GOLIA	*Term Expires 12/31/24*	jim.degolia@gmail.com
KRISTEN GALLES	*Term Expires 12/31/24*	galleskristen@gmail.com
RANDY HEIN	*Term Expires 12/31/24*	randy@heinbond.com

RESOLUTION NO. 22-75

A RESOLUTION RESCINDING RESOLUTION NO. 94-35, AUTHORIZING THE CREATION OF THE PARKS AND RECREATION ADVISORY BOARD, APPOINTING NEW MEMBERS TO THE BOARD, AND ADOPTING THE RULES OF THE BOARD.

WHEREAS, the Casper City Council adopted Resolution No. 94-35 to establish and specify the duties of the Leisure Services Advisory Board; and,

WHEREAS, since 1994, the Leisure Services Advisory Board has provided a source of active participation by a wide range of citizens in planning, setting priorities, and providing direction for the leisure service facilities and programs in our community through the performance of established duties and responsibilities; and,

WHEREAS, the Leisure Services Department of the City of Casper has been restructured and renamed to the Parks, Recreation, and Public Facilities Department; and,

WHEREAS, the members of the Leisure Services Advisory Board wish to reestablish their commitment to Casper and the City Council by updating their name and rules to reflect new constructs that better coincide with the City department with which they collaborate.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: The rules of the Parks and Recreation Advisory Board are adopted and the Parks and Recreation Advisory Board is authorized to operate as an advisory board to the Casper City Council.

BE IT FURTHER RESOLVED: That Resolution No. 94-35 is hereby rescinded.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2022.

APPROVED AS TO FORM:

Walter Trembath

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Ray Pacheco
Mayor

May 3, 2022

MEMO TO: J. Carter Napier, City Manager JCN

FROM: Tracey Belser, Support Services Director TB
Ethan Yonker, P.E., Risk Manager

SUBJECT: Municipal Court Security Improvements

Meeting Type & Date
Regular Council Meeting
May 17, 2022

Action Type
Resolution

Recommendation
That Council, by resolution, authorize a contract for professional services with Haass Construction, Inc., in the Amount of $71,000.00, for construction services for security improvements for the Casper Municipal Court, 201 North David Street, Casper, Wyoming, 82601.

Summary
There have been several incidents involving City Staff in the past few months that have emphasized the need for increased security measures to ensure the safety of our Staff. City Staff has developed and a plan for improvements to Municipal Court security and have received proposals to complete the improvements.

The security improvements involve controlling access to Staff work areas and creating a secure reception area. The improvements include fortification of the door openings using frame work and ballistic panels, installation of two new partition walls with bullet resistant doors, and creation of a new Staff access to the existing secure reception area.

The City of Casper has received 3 proposals for this work with the lowest cost from Haass Construction. The improvements as proposed will cost $71,000.00 to complete and would function as permanent security improvements for the work area.

Financial Considerations
Funding will be from Cares Act funding designated for building modifications.

Oversight/Project Responsibility
Ethan Yonker, P.E., Risk Manager

Attachment
Resolution
Contract for Professional Services

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 17th day of May, 2022, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").

2. Haass Construction Co., Inc., 1302 E. C Street, Casper, Wyoming 82601 ("Contractor").

Throughout this document, the City and the Contractor may be collectively referred to as the "parties."

RECITALS

A. The City is undertaking a project to make security improvements to the Municipal Court offices located at 201 N. David Street, Casper, Wyoming 82601.

B. The project requires professional services for furnishing and installing security improvements.

C. The Contractor represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Contractor for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Contractor shall perform the following services in connection with and respecting the project:

> Scope of services as described by Exhibit A, the proposal from Haass Construction dated May 2, 2022, and Exhibit B, the Security Improvements Plan attached hereto and made part of this Contract. All work performed shall be compliant with all building codes, fire codes, and relevant sections of the Casper Municipal Code. Inspections shall be completed by City Staff.

2. TIME OF PERFORMANCE:

The services of the Contractor shall be undertaken and completed on or before the 16th day of September, 2022. All work shall be performed under a written schedule agreeable to both parties.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Contractor shall be compensated for services performed in accordance with paragraph 1, not to exceed a sum of Seventy-One Thousand Dollars ($71,000.00).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Contractor for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Contractor has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Contractor's authorized representatives.

The City and the Contractor each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

Walter Trenor

ATTEST

Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

WITNESS

By: _____

Printed Name: Ethan Yonker

Title: Risk Manager

CONTRACTOR
Haass Construction Co., Inc.

By: _____

Printed Name: Colleen Haass

Title: President

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Contractor of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Contractor under this Contract shall, at the option of the City, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Contractor, or any breach of the Contract by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the City from the Contractor are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon between the City and the Contractor, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Contractor's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Contractor shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to the Contractor from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

4. AUDIT:

The City and its representatives shall have access and obtain at its discretion, copies to any books, documents, papers, electronic data and records of the Contractor, which are pertinent to this Contract. The Contractor shall immediately, upon receiving written instruction from the City, provide to any independent auditor or accountant all books, documents, papers, electronic data and recordings of the Contractor which are pertinent to

this Contract. The Contractor shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the City.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Contractor shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Contractor under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this Contract, they will be turned over to the City provided that, in any case, the Contractor may, at no additional expense to the City, make and retain such additional copies thereof as Contractor desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Contractor be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Contractor under this Contract are confidential and shall not be made available to any individual or organization by the Contractor without the prior written consent of the City.

8. GOVERNING LAW AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Seventh Judicial District, Natrona County, Wyoming. The Contractor shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Contractor represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Contractor, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Contractor shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONTRACTOR:

The Contractor shall not employ any subcontractor to perform any services in the scope of this project, unless the subcontractor is approved in writing by the City. Any approved subcontractor shall be paid by the Contractor.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to** the commencement of work, Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its subcontractors, agents, representatives, or employees.

B. Minimum Scope and limit of Insurance.

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars ($250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars ($500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage

2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand ($500,000) per accident for bodily injury and property damage.

3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Contractor's profession, with limit no less than the sum of Two Million Dollars ($2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars ($2,000,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. *Higher Limits.* If the Contractor maintains broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*
   The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*
   For any claims related to this Contract, the Contractor's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Contractor as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*
   Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*
   Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies

regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*
   Contractor has two options regarding deductibles and self-insured retentions:

   a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars ($10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars ($10,000), and the City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

   b. Option 2: Contractor shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Contractor is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Contractor shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*
   Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*
   If any of the required policies provide coverage on a claims-made basis:
   a. The Retroactive Date must be shown and must be before the date of the Contract or the beginning of Contract work.
   b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work.* However, Contractor's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
   c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Dat*e prior to the Contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of *five (5)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*
   Contractor shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subcontractors*
   Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that the City is an additional insured on insurance required from subcontractors.

10. *Special Risks or Circumstances*
    City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

E. Contractor agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Contractor and any subcontractor thereof.

12. LIMITATION OF LIABILITY:

In no event shall the City, the City's employees, elected officials, appointed officials, or agents be liable under this Contract to Contractor or any third party for consequential, indirect, incidental, special, exemplary, punitive or enhanced damages or lost profits or revenues, or diminution in value, arising out of, relating to, or in connection with any breach of this Contract, regardless of (a) whether such damages were foreseeable (b) whether or not the Contractor was advised of the possibility of such damages and (c) the legal or equitable theory (contract, tort, or otherwise) upon which the claim is based.

13. INTENT:

Contractor represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Contractor shall perform all of the services for the compensation set forth in this Contract. Contractor also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to

compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Contractor agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

14. WYOMING GOVERNMENTAL CLAIMS ACT:

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

15. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

16. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

17. ELECTRONIC SIGNATURES:

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic

signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.

Exhibit A

May 2, 2022

Mr. Ethan Yonker

City of Casper Risk Manager

Mr. Yonker,

After our secondary site visit and discussions about changes to the original quote I have updates our quote for you on the project. Our new quote for the project is $71,000.00. This price includes the following items.

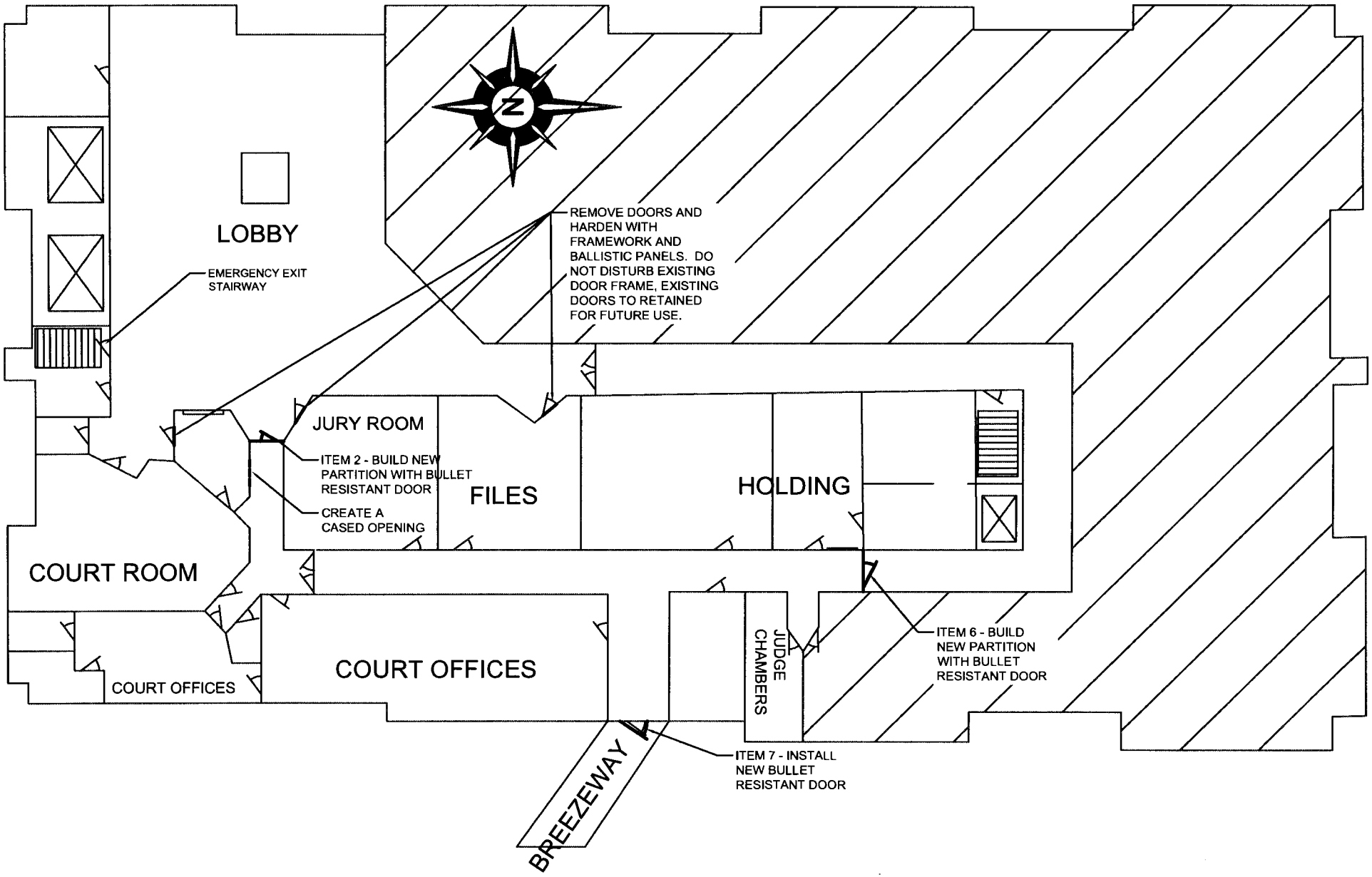
1. Build a new partition wall with a ballistic door and frame between the jury room and the teller room. Shown as item 2 on your sketch.
2. Build a new partition wall with a ballistic door and frame on the north end of the back hall shown as item 6 on your sketch.
3. Install a new ballistic door and frame to the breezeway to the county building. This quote does not include ballistic panels on the wall as there is minimal drywall removal planned. Shown as item 7 on your sketch.
4. Infilling the door to the teller room adjacent to the metal detector shown as item 9 on your sketch.
5. Creating a cased opening from the teller room to the hallway behind the new ballistic opening shown as item 8 on your sketch.
6. Infilling the unsecure side of the doors to both the file room and the jury room as discussed with ballistic paneling.
7. This price reflects using exit devices (Panic Bars) for the three new ballistic doors as discussed. A submittal will be provided to ensure that they work wit the city's wireless access control.

As noted before all ballistic items are priced as level 3. If these items need changed to a higher rating please let me know and I will reprice as such.

Thanks

John Haass

Exhibit B
Security Improvements Plan



RESOLUTION NO. 22-76

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH HAASS CONSTRUCTION CO., INC. FOR SECURITY IMPROVEMENTS AT MUNICIPAL COURT, 201 NORTH DAVID STREET, CASPER, WYOMING 82601.

WHEREAS, the City of Casper desires to secure professional services for installation of security improvements at Casper Municipal Court, 201 North David Street, Casper, Wyoming 82601; and,

WHEREAS, Haass Construction, Inc., is able and willing to provide these professional services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with Haass Construction, Inc., for the professional services more specifically delineated in the Contract for Professional Services, in the amount of Seventy-One Thousand Dollars ($71,000.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions, using appropriate funds, throughout the project as prescribed by the contract, for a total amount not to exceed Seventy-One Thousand Dollars ($71,000.00).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2022.

APPROVED AS TO FORM:
(Municipal Court Security Improvements)

Walter Trotter

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

May 5, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Jill Johnson, CPA, Financial Services Director
Nicholas Gassman, Accounting Supervisor

SUBJECT: Perpetual Care Direction

Meeting Type & Date
Council Meeting
May 17th, 2022

Action type
Resolution

Recommendation
That City Council approve the resolution designating the current corpus allocation, future additional corpus and eligible expenses of the earned interest of the Perpetual Care fund.

Summary
The City Council met on April 26th to discuss the corpus balance of the perpetual care fund and designate what future interest earnings can be used for. During that discussion staff proposed the following recommendations:

- The corpus balance of the Operations Trust is set to thirty million ($30,000,000) dollars and interest earned is restricted for operations and maintenance of facilities originally constructed or improved with Optional 1% Sales Tax funds.

- The corpus balance of the North Platte Park Trust is set to four hundred eighty thousand ($480,000) dollars and the interest earned is restricted for improvements in the original North Platte Poplar Park area. This area includes the exterior of the Events Center, Crossroads Park, Casper Speedway, Skeet Range, Casper Air-Modelers' Facility and other vacant lands to the north and east of the Casper Events Center. The motocross area and horseback riding area are excluded due to provisions in those organizations' lease agreements.

- The corpus balance of the Urban Forestry Trust be set to one hundred thirty-five thousand ($135,000) dollars; inclusive of a restricted donation for seventy-five thousand ($75,000) dollars from William McNamara received in 1998. The interest earned is restricted for Casper Urban Forests including the purchase of new trees and maintenance of existing trees.

Future donations and one cent allocations established by Council can increase the corpus and will be memorialized by future resolutions.

Financial Considerations

Interest earned on the Perpetual Care corpus will offset operational subsidies for recreational facilities, provide for facility improvements in the North Platte Park area and secure additional tree purchases thereby reducing the burden on the General Fund to provide funding for these areas.

Oversight/Project Responsibility

Jill Johnson, Financial Services Director
Nicholas Gassman, Accounting Supervisor

Attachments

Resolution

RESOLUTION NO. 22-77

A RESOLUTION DESIGNATING THE CORPUS ALLOCATION, FUTURE ADDITIONAL CORPUS, AND ELIGIBLE EXPENSES OF THE PERPETUAL CARE FUND

WHEREAS, the City of Casper has the following established Perpetual Care designations: Operations Trust, North Platte Park Trust, and Urban Forestry Trust; and,

WHEREAS, the City of Casper desires to clearly delineate the corpus balances of these trusts; and,

WHEREAS, the intention is to permanently secure these balances for the purpose of generating interest for program expenses.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the following described corpus fund balances are committed or assigned until otherwise amended:

Operations Trust Fund – $30,000,000 with interest earned on this account applied to operations and maintenance of facilities originally constructed or improved with Optional 1% Sales Tax funds.

North Platte Park Trust – $480,000 with interest earned on this account applied to improvements in the original North Platte Poplar Park area.

Urban Forestry Trust - $135,000, which includes a $75,000 restricted donation received in 1998 from William McNamara, with interest earned on this account applied to Casper Urban Forests including the purchase of new trees in addition to maintenance of existing trees.

BE IT FURTHER RESOLVED: That future donations and one cent allocations can increase the corpus balance without the need for additional resolutions.

BE IT FURTHER RESOLVED: That the City Treasurer is authorized to budget anticipated interest revenues based on cash balances in fund investments; and transfer those funds as the interest is received as follows:

Operations Trust Fund – interest for operational subsidies will be transferred at year-end based on actual operational loss. In the event more interest revenues are received than budgeted, these funds will be used first before other funding sources; and

North Platte Park Trust – interest for maintenance of buildings in the North Platte Poplar Park area will be transferred to the buildings and structures fund in the fiscal year of the maintenance occurring; and

Urban Forestry Trust – interest for the purchase and maintenance of trees will be transferred to the general fund for the Parks tree expenses in the fiscal year of the purchase.

PASSED, APPROVED, AND ADOPTED on this _____ day of _____, 2022.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

May 4, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Andrew Beamer, P.E., Public Services Director
Alex Sveda, P.E., City Engineer
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Authorizing an Agreement with Ramshorn Construction, Inc., in the Amount of $1,464,724.50, and a deduct change order in the amount of $316,832.50, for a revised contract price of $1,147,892.00 for the 2022 12th Street Improvements – CY Avenue to McKinley Street, Project No. 21-072.

Meeting Type & Date
Regular Council Meeting
May 17, 2022

Action type
Resolution

Recommendation
That Council, by resolution, authorize an Agreement with Ramshorn Construction, Inc., for construction of the 2022 12th Street Improvements – CY Avenue to McKinley Street, Project No. 21-072, for the base bid amount of $1,464,724.50, with a deduct change order in the amount of $316,832.50, for a revised contract price of $1,147,892.00. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of $52,108.00, for a total project amount of $1,200,000.00.

Summary
On May 4, 2022, bids were received from three (3) contractors for construction of the 2022 12th Street Improvements Project. The bids for the work were as follows:

CONTRACTOR	LOCATION	BASE BID
Ramshorn Construction	**Casper, Wyoming**	**$1,464,724.50**
JTL Group/Knife River	Casper, Wyoming	$1,608,174.70
71 Construction	Casper, Wyoming	$1,861,007.10

The Engineering Office cost estimate for the project was $1,300,000.

The City of Casper Public Services Department makes ongoing evaluations and considerations for utility replacements and street reconstruction each year. The one-way portion of 12th Street (CY Avenue to McKinley Street) was designated as one of the City's higher priorities for street reconstruction for 2022.

Plans for the project include milling and overlay of all asphalt pavement; reconstruction of failing curbwalks, ADA accessible concrete ramps, driveway approaches, valley gutters, and curb and gutter. Construction of the improvements is to be substantially complete by November 23, 2022.

Deduct Change Order No. 1 is recommended to reduce the total contract amount to match available funding by reducing the project scope. A portion of work that was intended for adjacent side street improvements on Jefferson Street and Mitchell Street will be eliminated for a savings of $166,550. Furthermore, the project scope on 12th Street will run from CY Avenue to Oakcrest Avenue, removing four blocks of work from Oakcrest Avenue to McKinley Street for another savings of $150,282.50. The total amount of deduct Change Order No. 1 is $316,832.50.

The original cost estimate and budgeted amount for the project was $990,000 and was prepared by the City's Engineering Office. This cost estimate was developed in Spring of 2021 and did not reflect the significant increase in the price of asphalt, pipe, and other construction materials.

Funding for the project will be from the following combination:

1. Optional One Percent #16 Funds for Streets in the amount of $990,000.
2. Optional One Percent #16 Funds for Storm Sewer in the amount of $115,950.
3. Optional One Percent #16 Funds for Water System Infrastructure in the amount of $94,050.

Oversight/Project Responsibility
Scott R. Baxter, P.E., Associate Engineer, Public Services Department.

Attachments
Resolution
Agreement
Bid Form
Change Order No. 1 Form

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Casper, 200 N. David Street, Casper, WY 82601, hereinafter referred to as the "Owner," and Ramshorn Construction, Inc., hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to make improvements to asphalt and concrete surfaces on a portion of 12th Street; and,

WHEREAS, Ramshorn Construction, Inc., is able and willing to provide those services specified as the City of Casper, 2022 12th Street Improvements – CY Avenue to McKinley Street, Project No. 21-072.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the City of Casper, 2022 12th Street Improvements – CY Avenue to McKinley Street, Project No. 21-072.

ARTICLE 2. ENGINEER.

The Project has been designed by the City of Casper Engineering Office, 200 N. David, Casper, Wyoming, who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract documents in connection with completion of the Work in accordance with the Contract documents.

ARTICLE 3. CONTRACT TIME.

3.1 The Work will be substantially completed by November 23, 2022, and completed and ready for final payment in accordance with Article 14 of the General Conditions by December 7, 2022.

3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner Five Hundred Dollars ($500.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial Completion, if the Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1

for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Two Hundred Dollars ($200.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

In Consideration of the performance of the work in accordance with the Contract documents for this Unit Price Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of One Million Four Hundred Sixty-Four Thousand Seven Hundred Twenty-Four and 50/100 Dollars ($1,464,724.50), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form and Itemized Bid Schedule, included as Exhibit "A" (pages BF-1 through BF-4, Bid Form and BS-1, Bid Schedule) and by this reference made a part of this Agreement.

ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed through the Engineer as provided in the General Conditions.

5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.01 of the General Conditions, subject to the cutoff and submittal dates provided in the Measurement and Payment Procedures.

5.1.1 Progress payments will be made in an amount equal to ninety five percent (95%) of the Work completed, and ninety five percent (95%) of Invoice Cost of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.

5.1.2 Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.3, Final Payment.

5.1.3 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.

5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment as detailed in Section 01310 Progress Schedules.

5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Article 14 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq., withheld percentages for Contracts exceeding fifty thousand dollars ($50,000.00) will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq., whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

7.1 Contractor has familiarized himself with the nature and extent of the Contract documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.

7.2 Contractor has studied carefully all reports of investigations and test of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the Work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.

7.3 Contractor has made or caused to be made examinations, investigations, and test and studies as he deems necessary for the performance of the Work at the Contract price, within the Contract Time, and in accordance with the other terms and conditions of the Contract documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.

7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract documents.

7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract documents and the written resolution thereof by Engineer is acceptable to Contractor.

ARTICLE 8. CONTRACT DOCUMENTS.

The Contract documents which comprise the entire agreement between Owner and Contractor are attached to this Agreement, made a part hereof and consist of the following:

8.1 This Agreement (Pages SFA-1 to SFA-6, inclusive).

8.2 Standard Joint Account Agreement or Letter of Forfeiture waiving same.

8.3 Exhibit "A" – Standard Bid Form (Pages BF-1 to BF-4, inclusive) and Bid Schedule (BS-1 to BS-2, inclusive).

8.4 Addenda No. 1,2,3 .

8.5 Standard Performance and Labor and Material Payment Bonds.

8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.

8.7 Standard General Conditions (Pages 00700-1 to 00700-42, inclusive).

8.8 Standard Supplementary Conditions (Pages SSC-1 to SSC-16, inclusive).

8.9 General Requirements, consisting of eight (8) sections.

8.10 Notice of Award.

8.11 Notice to Proceed.

8.12 Minutes of the Pre-Bid Conference, if any.

8.13 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.

8.14 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.4 and 3.5 of the General Conditions, on or after the effective date of this Agreement.

8.15 Certificate of Substantial Completion.

8.16 Drawings: 2022 12th Street Improvements – CY Avenue to McKinley Street (11 Sheets)

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

The Owner does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq. The Owner specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

ARTICLE 10. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

(this space intentionally left blank)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year first above written.

APPROVED AS TO FORM:
(*2022 12th Street Improvements – CY Avenue to McKinley Street, Project 21-072*)

DATED this _____ day of _____, 2022.

WITNESS:

CONTRACTOR:
Ramshorn Construction, Inc.
PO Box 2422
Casper, WY 82602

By: _____

Title: _____

By: _____

Title: _____

ATTEST:

OWNER:
CITY OF CASPER, WYOMING
A Municipal Corporation

By: _____
Fleur Tremel
Title: City Clerk

By: _____
Ray Pacheco
Title: Mayor

BID SCHEDULE - RAMSHORN CONSTRUCTION

2022 12th Street Improvements - CY Avenue to McKinley Street

Project No. 21-072

May 4, 2022 (1:30pm)

Bid Item	Bid Item Descriptions				
	BID SCHEDULE A - CY AVE. to WOLCOTT ST.	Units	Quantity	Unit Price	Extension
1-A	Mobilization	LS	1	$70,000.00	$70,000.00
2-A	F&I Temporary Traffic Control	LS	1	$48,000.00	$48,000.00
3-A	F&I One-Cent Project Signs	EA	2	$1,000.00	$2,000.00
4-A	Remove Asphalt Surfacing by Cold Milling (2" Nom. Depth)	SY	7890	$3.85	$30,376.50
5-A	R&R Asphalt Pavement Patch Section (4" Pvmt./8" Base)	SY	370	$40.00	$14,800.00
6-A	F&I Separation/Stabilization Fabric	SY	370	$7.50	$2,775.00
7-A	F&I Asphalt Leveling Course	TON	35	$150.00	$5,250.00
8-A	F&I 2" Asphalt Overlay	TON	1005	$135.00	$135,675.00
9-A	Materials Testing & Sampling (Asphalt Pavement Sections)	LS	1	$7,500.00	$7,500.00
10-A	F&I New 18" PVC Storm Sewer Pipe	LF	260	$125.00	$32,500.00
11-A	F&I New Storm Sewer Catch Basin	EA	6	$5,000.00	$30,000.00
12-A	Remove or Abandon Existing Storm Sewer Catch Basin	EA	6	$1,000.00	$6,000.00
14-A	R&R Storm Sewer Manhole (Brick-to-Concrete)	EA	1	$10,000.00	$10,000.00
16-A	Adjust Manhole Top & Install 5'x5' Concrete Diamond (SANITARY)	EA	2	$1,000.00	$2,000.00
17-A	Adjust Manhole Top & Install 5'x5' Concrete Diamond (STORM)	EA	5	$1,000.00	$5,000.00
18-A	Adjust Valve Box Top & Install 33"x33" Concrete Diamond	EA	9	$750.00	$6,750.00
19-A	F&I New Fire Hydrant Assembly	EA	3	$12,000.00	$36,000.00
20-A	F&I New 8" Gate Valve	EA	2	$3,000.00	$6,000.00
21-A	F&I 2'x8' White X-Walk Bar Pavement Marking	EA	65	$425.00	$27,625.00
23-A	Relocate Existing Stop Sign or Street Sign	EA	3	$750.00	$2,250.00
24-A	F&I X-Walk Traffic Sign & Pole	EA	6	$1,500.00	$9,000.00
25-A	R&R Concrete Curb & Gutter (30" Wide - Type B)	LF	320	$45.00	$14,400.00
27-A	R&R Concrete Driveway/Approach/Fillet (6" Conc/4" Base)	SF	275	$19.00	$5,225.00
28-A	R&R Concrete Curbwalk/Sidewalk with Type I or III ADA Ramp	EA	1250	$15.50	$19,375.00
29-A	F&I 2'x4' Truncated Dome Mat Embedded in Concrete Ramp	EA	22	$250.00	$5,500.00
30-A	Tree Trimming	EA	4	$800.00	$3,200.00
31-A	Miscellaneous Landscaping & Sprinkler Repairs	LS	1	$9,000.00	$9,000.00
32-A	Resident Communication Plan	LS	1	$5,000.00	$5,000.00
33-A	F&I New 24" PVC Storm Sewer Pipe	LF	40	$70.00	$2,800.00
35-A	Asphalt Pavement Patch Section for Storm Sewer (4" Pvmt/8" Base)	LF	260	$70.00	$18,200.00
36-A	Asphalt Pavement Patch Section for Water Line (4" Pvmt/8" Base)	LF	70	$70.00	$4,900.00
	Base Bid Schedule A - SUBTOTAL				$577,101.50
	BASE BID SCHEDULE B - WOLCOTT ST. to MCKINLEY ST.	Units	Quantity	Unit Price	Extension
1-B	Mobilization	LS	1	$25,000.00	$25,000.00
2-B	F&I Temporary Traffic Control	LS	1	$37,000.00	$37,000.00
3-B	F&I One-Cent Project Signs	EA	2	$1,000.00	$2,000.00
4-B	Remove Asphalt Surfacing by Cold Milling (2" Nom. Depth)	SY	11200	$3.00	$33,600.00
5-B	R&R Asphalt Pavement Patch Section (4" Pvmt/8" Base)	SY	530	$58.00	$30,740.00
6-B	F&I Separation/Stabilization Fabric	SY	530	$7.50	$3,975.00
7-B	F&I Asphalt Leveling Course	TON	55	$125.00	$6,875.00
8-B	F&I 2" Asphalt Overlay	TON	1425	$135.00	$192,375.00
9-B	Materials Testing & Sampling (Asphalt Pavement Sections)	LS	1	$4,000.00	$4,000.00
10-B	F&I New 18" PVC Storm Sewer Pipe	LF	290	$125.00	$36,250.00
11-B	F&I New Storm Sewer Catch Basin	EA	6	$5,000.00	$30,000.00
12-B	Remove or Abandon Existing Storm Sewer Catch Basin	EA	6	$500.00	$3,000.00
14-B	R&R Storm Sewer Manhole (Brick-to-Concrete)	EA	1	$11,000.00	$11,000.00
15-B	R&R Sanitary Sewer Manhole (Brick-to-Concrete)	EA	1	$10,000.00	$10,000.00
16-B	Adjust Manhole Top & Install 5'x5' Concrete Diamond (SANITARY)	EA	15	$1,000.00	$15,000.00
17-B	Adjust Manhole Top & Install 5'x5' Concrete Diamond (STORM)	EA	6	$1,000.00	$6,000.00
18-B	Adjust Valve Box Top & Install 33"x33" Concrete Diamond	EA	19	$750.00	$14,250.00

BID SCHEDULE - RAMSHORN CONSTRUCTION

2022 12th Street Improvements - CY Avenue to McKinley Street

19-B	F&I New Fire Hydrant Assembly Project No. 21-072	EA	4	$11,000.00	$44,000.00
21-B	F&I 2'x8' White X-Walk Bar Pavement Marking May 4, 2022 (1:30pm)	EA	10	$425.00	$4,250.00
22-B	F*&I 2' Wide White Stop Bar Pavement Marking	LF	54	$52.00	$2,808.00
23-B	Relocate Existing Stop Sign or Street Sign	EA	1	$750.00	$750.00
24-B	F&I X-Walk Traffic Sign & Pole	EA	4	$1,500.00	$6,000.00
25-B	R&R Concrete Curb & Gutter (30" Wide - Type B)	LF	1550	$45.00	$69,750.00
26-B	R&R Concrete Curbwalks & Sidewalks (Widths Vary)	SF	1600	$15.00	$24,000.00
27-B	R&R Concrete Driveway/Approach/Fillet (6" Conc/4" Base)	SF	1075	$20.00	$21,500.00
28-B	R&R Concrete Curbwalk/Sidewalk with Type I or III ADA Ramp	SF	2400	$15.00	$36,000.00
29-B	F&I 2'x4' Truncated Dome Mat Embedded in Concrete Ramp	EA	44	$250.00	$11,000.00
30-B	Tree Trimming	EA	6	$500.00	$3,000.00
31-B	Miscellaneous Landscaping & Sprinkler Repairs	LS	1	$9,000.00	$9,000.00
32-B	Resident Communication Plan	LS	1	$4,500.00	$4,500.00
35-B	Asphalt Pavement Patch Section for Storm Sewer (4" Pvmt/8" Base)	LF	290	$70.00	$20,300.00
36-B	Asphalt Pavement Patch Section for Water Line (4" Pvmt/8" Base)	LF	45	$70.00	$3,150.00
	Base Bid Schedule B - SUBTOTAL				$721,073.00
	BASE BID SCHEDULE C - SIDE STREET IMPROVEMENTS	Units	Quantity	Unit Price	Extension
1-C	Mobilization	LS	1	$15,000.00	$15,000.00
2-C	F&I Temporary Traffic Control	LS	1	$5,000.00	$5,000.00
4-C	Remove Asphalt Surfacing by Cold Milling (2" Nom. Depth)	SY	1340	$5.00	$6,700.00
5-C	R&R Asphalt Pavement Patch Section (4" Pvmt/8" Base)	SY	100	$60.00	$6,000.00
6-C	F&I Separation/Stabilization Fabric	SY	100	$7.50	$750.00
7-C	F&I Asphalt Leveling Course	TON	10	$150.00	$1,500.00
8-C	F&I 2" Asphalt Overlay	TON	170	$150.00	$25,500.00
9-C	Materials Testing & Sampling (Asphalt Pavement Sections)	LS	1	$2,000.00	$2,000.00
10-C	F&I New 18" PVC Storm Sewer Pipe	LF	235	$125.00	$29,375.00
11-C	F&I New Storm Sewer Catch Basin	EA	2	$5,000.00	$10,000.00
13-C	F&I New Storm Sewer Manhole (4' Diameter)	EA	2	$500.00	$1,000.00
17-C	Adjust Manhole Top & Install 5'x5' Concrete Diamond (STORM)	EA	2	$1,000.00	$2,000.00
26-C	R&R Concrete Curbwalks & Sidewalks (Widths Vary)	SF	1625	$15.00	$24,375.00
28-C	R&R Concrete Curbwalk/Sidewalk with Type I or III ADA Ramp	SF	190	$100.00	$19,000.00
29-C	F&I 2'x4' Truncated Dome Mat Embedded in Concrete Ramp	EA	2	$250.00	$500.00
34-C	Adjust Manhole Top & Install 5'x5' Concrete Diamond (SAN. OFF.)	EA	3	$1,750.00	$5,250.00
35-C	Asphalt Pavement Patch Section for Storm Sewer (4" Pvmt/8" Base)	LF	180	$70.00	$12,600.00
	Base Bid Schedule C - SUBTOTAL				$166,550.00
	BASE BID TOTAL (A + B + C):				$1,464,724.50

EXHIBIT "A"
STANDARD
BID FORM

PROJECT IDENTIFICATION: City of Casper
2022 12th Street Improvements – CY Ave. to McKinley St.
Project No. 21-072

THIS BID SUBMITTED TO: City of Casper
200 North David Street
Casper, Wyoming 82601

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work as specified or indicated in the Bidding Documents for the Contract Price by **November 23, 2022**, and completed and ready for final payment not later than **December 7, 2022**, in accordance with the Bidding Documents.

2. Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the City's Notice of Award.

3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.

4. In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:

   A. Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):

Addendum No.	1	Dated	4/25/2022
Addendum No.	2	Dated	4/25/2022
	3		4/29/2022

   B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;

C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: $ 1,464,724.50

TOTAL BASE BID, IN WORDS: One million four hundred sixty four thousand seven hundred twenty four dollars and 50/100 DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.

7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.

8. The following documents are attached to and made a condition of this Bid:

A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)

B. Itemized Bid Schedule.

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: RAMSHORN CONSTRUCTION, INC.
P.O. BOX 2422
CASPER, WY 82602

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on MAY 4TH, 2022.

Bidder is bidding as a RESIDENT (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ (seal)
(Individual's Name)

doing business as: _____

Business Address: _____
_____
_____

Phone Number: _____

A PARTNERSHIP

By: _____ (seal)
(Firm's Name)

_____
(General Partner)

Business Address: _____
_____
_____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: RAMSHORN CONSTRUCTION, INC. (seal)
(Corporation's or Limited Liability Company's Name)

WYOMING
(State of Incorporation or Organization)

By: _____ (seal)
TYLER BODILY

(Title) VICE PRESIDENT

(Seal)

Attest: _____
John Lang

Business Address: RAMSHORN CONSTRUCTION, INC
P.O. BOX 2422
CASPER, WY 82602

Phone Number: 307-234-6879

A JOINT VENTURE

By: _____ (seal)
(Name)

_____
(Address)

By: _____ (seal)
(Name)

_____
(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

CITY OF CASPER
CHANGE ORDER

NO. One (1)

PROJECT: 2022 12th Street Improvements (CY to McKinley)
Project No. 21-072

DATE OF ISSUANCE: May 17, 2022

OWNER: City of Casper, Wyoming

CONTRACTOR: Ramshorn Construction, Inc.

ENGINEER: City of Casper

You are directed to make the following changes in the Contract Documents:

Description: Price reduction due to project scope and budget.

Attachments: Memo

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: $ 1,464,724.50	Original Contract Time: (days or date) Substantial completion: November 23, 2022 Final completion: December 7, 2022
Previous Change Orders No. --- to --- $ 0.00	Net change from previous Change Orders (days): -- 0 --
Contract Price prior to this Change Order: $ 1,464,724.50	Contract Time Prior to this Change Order: (date) Substantial completion: November 23, 2022 Final completion: December 7, 2022
Net Decrease/~~Increase~~ of this Change Order: $ 316,832.50	Net Increase/~~Decrease~~ of this Change Order: (days) -- 0 --
Contract Price with all approved Change Orders: $ 1,147,892.00	Contract Time with all approved Change Orders:(date) Substantial completion: November 23, 2022 Final completion: December 7, 2022

ACCEPTED:	RECOMMENDED:	APPROVED:
BY: _____	BY: Scott R. Baxter	BY: _____
Contractor	Engineer	Owner

RESOLUTION NO. 22-78

A RESOLUTION AUTHORIZING AN AGREEMENT WITH RAMSHORN CONSTRUCTION, INC., FOR THE 2022 12TH STREET IMPROVEMENTS – CY AVENUE TO MCKINLEY STREET, PROJECT NO.21-072.

WHEREAS, the City of Casper desires to reconstruct a portion of 12th Street between CY Avenue and McKinley Street; and,

WHEREAS, Ramshorn Construction, Inc., is able and willing to provide those services specified as the 2022 12th Street Improvements – CY Avenue to McKinley Street, Project 21-072; and,

WHEREAS, it would be in the best interest of the City to expedite changes by allowing the City Manager to sign change orders affecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Thirty Thousand Dollars ($30,000.00), and other project administration related change orders that do not substantially alter the scope of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with Ramshorn Construction, Inc., for those services, in the amount of One Million Four Hundred Sixty-Four Thousand Seven Hundred Twenty-Four and 50/100 Dollars ($1,464,724.50), and Change Order No. 1 for a contract deduction in the amount of Three Hundred Sixteen Thousand Eight Hundred Thirty-Two and 50/100 Dollars ($316,832.50) for a revised contract price of One Million One Hundred Forty-Seven Thousand Eight Hundred Ninety-Two and 00/100 Dollars ($1,147,892.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed One Million One Hundred Forty-Seven Thousand Eight Hundred Ninety-Two and 00/100 Dollars ($1,147,892.00), and Fifty-Two Thousand One Hundred Eight and 00/100 Dollars ($52,108.00) for a construction contingency account, for a total price of One Million Two Hundred Thousand and 00/100 Dollars ($1,200,000.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Thirty Thousand Dollars ($30,000.00), and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2022.

APPROVED AS TO FORM:
(2022 12th Street Improvements – CY Avenue to McKinley Street, Project No. 21-072)

Walter Trembly

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

April 19, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Andrew Beamer, P.E., Public Services Director
Alex Sveda, P.E., City Engineer

SUBJECT: Authorizing a Cooperative Agreement with the Wyoming Department of Transportation for Construction Activities for the Poplar Street Utility Improvements – CY Avenue to Collins Drive, Project No. 21-018

Meeting Type & Date
Regular Council Meeting
May 17, 2022

Action Type
Resolution

Recommendation:
That Council, by resolution, authorize a Cooperative Agreement with the Wyoming Department of Transportation (WYDOT) for construction activities for the Poplar Street Utility Improvements – CY Avenue to Collins Drive, Project No. 21-018, in the amount of $836,385.

Summary:
WYDOT is preparing to reconstruct Poplar Street from CY Avenue to Collins Drive. Street, sidewalk and storm sewer improvements are to be engineered and constructed by WYDOT with City-owned water and sanitary sewer improvements engineered by the City's Engineering Consultant, WWC Engineering.

The City owns and maintains water and sewer mains within this project corridor that are approaching the end of their service life, in conflict with the proposed improvements, and in need of replacement. WYDOT was approached to include the replacement of these utilities during their construction operations. Utility replacements will include the replacement of an existing 12" water main along Poplar St, replacement of an existing 30" water main at the Poplar St./Collins Dr. intersection, and the replacement sanitary sewer manholes within the work area.

Under the terms of a cooperative agreement with WYDOT, WYDOT will acquire all necessary construction permits and easements necessary to complete the work, provide engineering services during construction, and procure construction of the work. The cooperative agreement spells out the project limits, responsibilities of WYDOT and the City, and the funding arrangements.

Financial Considerations
The cost to replace these utilities, including WYDOT's overhead and construction administration fees, is estimated to be $836,385. The City's funding for this project will come from FY22 one cent funds allocated to water.

Oversight/Project Responsibility
Alex Sveda, P.E., City Engineer

Attachments
Resolution
Two (2) copies of Cooperative Agreement Between the Wyoming Department of Transportation and the City of Casper, State Project ARSCT N212A06

COOPERATIVE AGREEMENT
BETWEEN THE
WYOMING DEPARTMENT OF TRANSPORTATION
AND
THE CITY OF CASPER

State Project ARSCT N212A06
Casper Streets
Poplar Street, CY Avenue - Collins Drive
Waterline and Sanitary Sewer Work
Natrona County

1. **Parties.** The parties to this Cooperative Agreement (Agreement) are the Wyoming Department of Transportation (WYDOT), whose address is 5300 Bishop Blvd., Cheyenne, Wyoming 82009, and the City of Casper (City), whose address is 200 N David Street, Casper Wyoming 82601.

2. **Purpose of Agreement.** The purpose of this Agreement is to set forth the terms and conditions by which the City and WYDOT desire to participate in the water line replacement and sanitary sewer maintenance, which will include the replacement of existing twelve (12) inch ductile iron pipe (DIP) water main along Poplar Street with twelve (12) inch PVC pipe, replacement and relocation of the thirty (30) inch DIP water main running east-west at Poplar Street and Collins Drive, and replacement of three (3) sanitary sewer manholes. The location of the project is as shown on Exhibit A, Location Map, which is attached to and incorporated into this Agreement by this reference. This project is associated with WYDOT main project N212124.

3. **Term of Agreement.** This Agreement is effective when all parties have executed it (Effective Date). The term of the Agreement is from the Effective Date through completion of the project. All services shall be completed during this term.

4. **Participation of Project Costs.**

   A. The City agrees to pay WYDOT the entire actual cost of this project, including all indirect costs through the current Indirect Cost Allocation Plan (ICAP) rate as approved by the Federal Highway Administration (FHWA), within forty-five (45) days after billing for the waterline and sanitary sewer work. Estimated costs are set forth in Exhibit B, Summary of Project Costs, which is attached to and incorporated into this Agreement by this reference. ICAP is a rate built into WYDOT's accounting system for overhead expenditures for administering a project. The ICAP rate is developed by WYDOT and approved by the FHWA, with the new rate taking effect immediately. The current rate of eleven percent (11%) is effective until September 30, 2024, at which time the rate is subject to

change based on FHWA approval. The ICAP rate will be charged on total direct costs on this project, as shown on Exhibit B.

B. The costs shown on the Exhibit B are estimates only and the City understands that the final costs may be higher or lower. If the actual costs go over by twenty percent (20%) of the total estimated costs, both parties must agree and sign an amendment for the additional costs.

C. WYDOT will bill the City on a monthly basis unless otherwise agreed upon between the parties.

D. No payment shall be made for work performed before the Effective Date of this Agreement.

5. Responsibilities of the City.

A. The City, or an engineering consultant selected by the City, shall conduct preliminary survey work, engineering investigations and right-of-way studies and shall develop final design plans and estimates. Any work outside the existing limits of the WYDOT project will require the City to perform environmental clearances.

B. The City shall submit a letter to WYDOT designating a qualified project representative, at no cost to WYDOT, capable of making timely decisions and authorized to sign documents concerning the completion of the waterline and sanitary sewer work for this project.

C. The City shall be given the opportunity to review and comment on the estimates prior to the advertisement of bids by WYDOT. Likewise, the City shall be asked to concur in the award of this project to the lowest qualified bidder. As a result of signing the Letter of Concurrence, the City agrees to the amended costs to match the actual bid amount.

D. Upon completion and acceptance of this project, the City shall maintain, at its sole expense, all features constructed under this Agreement. Maintenance shall include all repairs necessary to keep the improvement in its functional constructed condition.

E. Upon completion and acceptance of the project, the City shall return, within thirty (30) days of WYDOT Resident Engineer's request, WYDOT's Acceptance Certificate, or any other required WYDOT documents. Once this Acceptance Certificate has been completed, all National Pollutant Discharge Elimination System (NPDES) General Permits related to the project will be transferred to the City. The City shall then be responsible for all storm water runoff on the project and storm water monitoring until a Notice of Termination (NOT) can be submitted for the project by the City. In the event petroleum contaminated soil or

water is encountered on this project, the required work associated with mitigation of the contamination will become part of this project.

6. **Responsibilities of WYDOT.**

A. WYDOT, or an engineering consultant selected by WYDOT, shall acquire all necessary construction permits and permanent easements necessary to perform the waterline and sanitary sewer work shown on Exhibit A. The City shall keep easements across private property in force for perpetuity.

B. WYDOT will advertise and award a bid to contract the water line replacement and sanitary sewer maintenance. The City shall be given the opportunity to review and comment on the estimates prior to the advertisement of bids by WYDOT. Likewise, the City shall be asked to concur in the award of this project to the lowest qualified bidder. As a result of signing the Letter of Concurrence, the City agrees to the amended costs to match the actual bid amount.

C. WYDOT shall perform and provide immediate direction, control and supervision of construction engineering for this project in accordance with project plans and specifications.

D. WYDOT agrees to make all arrangements for the adjustment and/or relocation of utilities in conflict with this project. Arrangements will be made by separate agreement(s) with the affected utility owner(s) not covered by this Agreement.

7. **General Provisions.**

A. **Amendments.** Any changes, modifications, revisions or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed by all parties to this Agreement.

B. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.

C. **Assignment Prohibited and Agreement Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other party. The City shall not use this Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of WYDOT.

D. **Audit and Access to Records.** WYDOT and its representatives shall have access to any books, documents, papers, electronic data, and records of the City which are pertinent to this Agreement.

E. **Award of Related Contracts.** WYDOT may award supplemental or successor contracts for work related to this Agreement or may award contracts to other contractors for work related to this Agreement. The City shall cooperate fully with other contractors and WYDOT in all such cases.

F. **Compliance with Laws.** The City shall keep informed of and comply with all applicable, federal, state and local laws and regulations in the performance of this Agreement.

G. **Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the City in the performance of this Agreement shall be kept confidential by the City unless written permission is granted by WYDOT for its release. If and when the City receives a request for information subject to this Agreement, the City shall notify WYDOT within ten (10) days of such request and shall not release such information to a third party unless directed to do so by WYDOT.

I. **Entirety of Agreement.** This Agreement, consisting of eight (8) pages; Exhibit A, Location Map, consisting of one (1) page; and Exhibit B, Summary of Project Costs, consisting of one (1) page, represent the entire and integrated Agreement between the parties and supersede all prior negotiations, representations and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control.

J. **Ethics.** The City shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing the City's profession.

K. **Extensions.** Nothing in this Agreement shall be interpreted or deemed to create an expectation that this Agreement will be extended beyond the term described herein.

L. **Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits

delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

M. **Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.

N. **Independent Contractor.** The City shall function as an independent contractor for the purposes of this Agreement and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Agreement, the City shall be free from control or direction over the details of the performance of services under this Agreement. The City shall assume sole responsibility for any debts or liabilities that may be incurred by the City in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing the City or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or WYDOT or to incur any obligation of any kind on the behalf of the State of Wyoming or WYDOT. The City agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance or similar benefits available to State of Wyoming employees will inure to the benefit of the City or the City's agents or employees as a result of this Agreement.

O. **Nondiscrimination.** The City shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105 *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. 12101, *et seq.* and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin or disability in connection with the performance under this Agreement.

P. **Notices.** All notices arising out of, or from, the provisions of this Agreement shall be in writing either by regular mail or delivery in person at the addresses provided under this Agreement.

Q. **Ownership and Return of Documents and Information.** WYDOT is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the City in the performance of this Agreement. Upon termination of services, for any reason, the City agrees to return all such original and derivative information and documents to WYDOT in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.

R. **Prior Approval.** This Agreement shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Agreement has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I

Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-1016(b)(iv).

S. **Insurance Requirements.** The City is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, et seq., and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, et seq., and shall provide a letter verifying its participation in the WARM or LGLP to WYDOT.

U. **Publicity.** Any publicity given to the projects, programs or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the City, shall not be released without prior written approval from WYDOT.

V. **Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.

W. **Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and WYDOT expressly reserve sovereign immunity by entering into this Agreement and the City expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereign or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

X. **Taxes.** The City shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.

Y. **Termination of Agreement.** This Agreement may be terminated, without cause, by WYDOT upon thirty (30) days written notice. This Agreement may be terminated by WYDOT immediately for cause if the City fails to perform in accordance with the terms of this Agreement.

Z. **Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement.

The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.

AA. Time is of the Essence. Time is of the essence in all provisions of this Agreement.

BB. Titles Not Controlling. Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.

CC. Waiver. The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.

DD. Counterparts. This Agreement may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Agreement. Delivery by the City of an originally signed counterpart of this Agreement by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to WYDOT.

"THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK"

7. **Signatures.** The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

The Effective Date of this Agreement is the date of the signature last affixed to this page.

ATTEST:

_____
Signature

_____
Print Name

_____
Title

(SEAL)

CITY OF CASPER:

_____
Ray Pacheco, Mayor

_____
Print Name

_____
Date

ATTEST:

_____
Caitlin Casner, Secretary
Transportation Commission of Wyoming

(SEAL)

WYOMING DEPARTMENT OF TRANSPORTATION:

_____
Mark J. Gillett, P.E., Chief

_____
Date

Approved as to form:

_____ #219965
Alysia Goldman, Assistant Attorney General 3/8/22

Date agreement prepared: 2-28-2022

POPLAR STREET
CY AVE - W COLLINS DR
NATRONA COUNTY

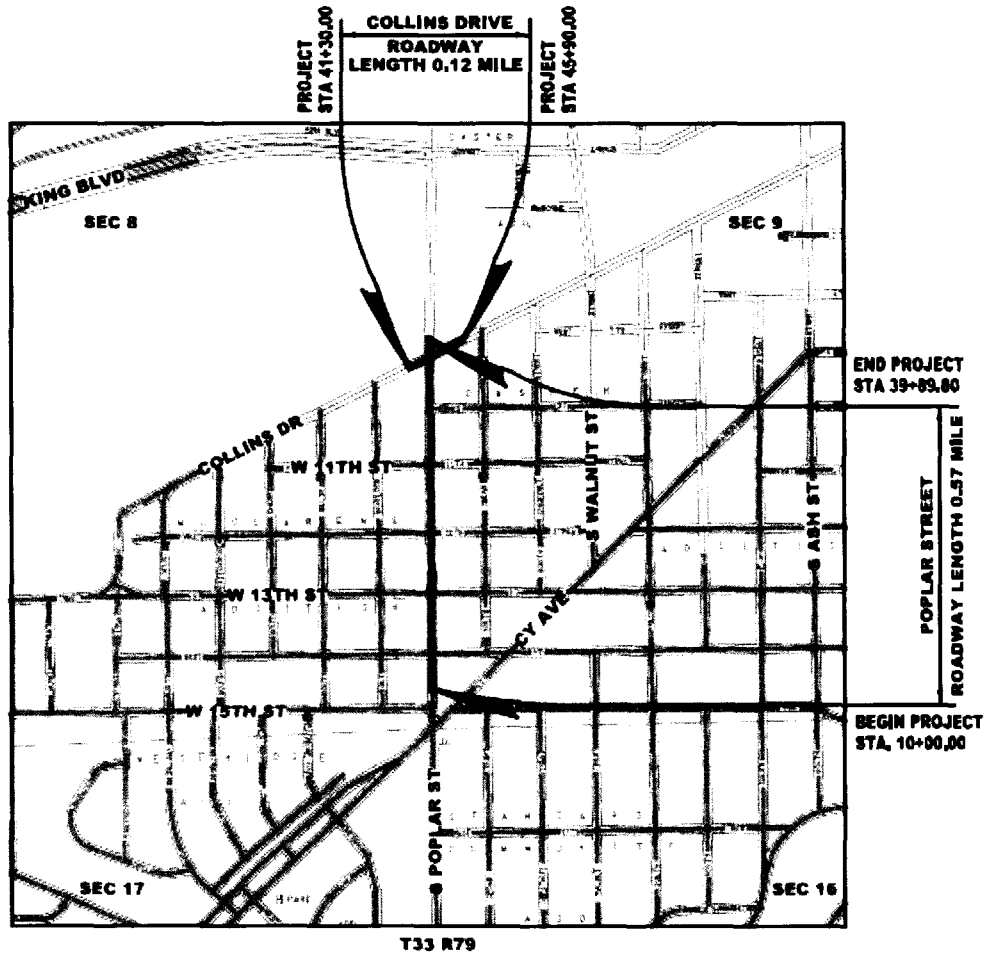


EXHIBIT "B"

Summary of Project Costs

Federal Project ARSCT N212A06
Casper Streets, Poplar Street (CY Avenue – Collins Drive)
Waterline and Sanitary Sewer Work
Natrona County

February 7, 2022

Costs were prepared by WYDOT using information provided by the City/Consultant.

Item		Cost	
Estimated Construction Costs	=	$685,000.00	
10% Construction Engineering	=	68,500.00	
Total Direct Costs	=	$753,500.00	[1]
Indirect Cost Allocation Plan (ICAP) (753,500.00) (0.1100)	=	$82,885.00	[2]
Total ARSCT Project Costs = [1] + [2]	=	$836,385.00	[3]

NOTE: All costs shown are rounded to the nearest even dollar.

The above figures are for estimating purposes only and are subject to revision throughout the life of this project.

APPROVAL AS TO FORM

I have reviewed the *Cooperative Agreement between the Wyoming Department of Transportation and the City of Casper, State Project ARSCT N212A06 (Casper Streets, Poplar Street, CY Avenue – Collins Drive in Natrona County)* dated May 17, 2022, and approve it as to form on behalf of the City of Casper, Wyoming.

Dated: May 12, 2022

Wallace Trembath III
Deputy City Attorney

RESOLUTION NO. 22-80

A RESOLUTION AUTHORIZING A COOPERATIVE AGREEMENT WITH THE WYOMING DEPARTMENT OF TRANSPORTATION FOR CONSTRUCTION ACTIVITIES FOR THE POPLAR STREET UTILITY IMPROVEMENTS – CY AVENUE TO COLLINS DRIVE, PROJECT NO. 21-018.

WHEREAS, the City of Casper desires to enter into a Cooperative Agreement with the Wyoming Department of Transportation for construction services associated with the Construction Activities for the Poplar Street Utility Improvements – CY Avenue to Collins Drive, Project No. 21-018, State Project ARSCT N212A06; and,

WHEREAS, the Wyoming Department of Transportation is able and willing to provide those services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Cooperative Agreement with the Wyoming Department of Transportation for the Construction Activities for the Poplar Street Utility Improvements – CY Avenue to Collins Drive, Project No. 21-018, in the amount of Eight Hundred Thirty-Six Thousand Three Hundred Eighty-Five and 00/100 Dollars ($836,385.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project in an amount not to exceed Eight Hundred Thirty-Six Thousand Three Hundred Eighty-Five and 00/100 Dollars ($836,385.00).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2022.

APPROVED AS TO FORM:

Walter Trembath

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

May 5, 2022

MEMO TO: Carter Napier, City Manager

FROM: Zulima Lopez, Parks, Recreation and Public Facilities Director
Matt Thomason, Buildings and Structures Manager

SUBJECT: Authorizing a Professional Services Agreement with Davidson Mechanical for the Mechanical Repairs at Metro Animal Services

Meeting Type & Date
Regular Meeting
May 17, 2022

Action Type
Resolution

Recommendation
That Council, by resolution, authorize a Professional Services Agreement with Davidson Mechanical for the mechanical repairs required at Metro Animal Services.

Summary
On Wednesday, February 23, 2022, Matt Thomason, Buildings and Structures (BAS) Manager, received an email from Metro Animal Shelter staff that it appeared that the heating system for the building was not operating properly and that the door the mechanical room was frozen shut. BAS responded to the Metro Animal Shelter within 15 minutes and found that the heating system had failed and that all of the equipment within the mechanical room that contained water had frozen and burst. The damaged equipment includes three boilers, the heating coil for the main air handler, a number of pumps, and other associated equipment. BAS immediately contacted a number of local vendors to obtain temporary heat for the kennel area of the shelter as temperatures had been well below zero for a number of days. Temporary heating and ventilation solutions were installed one day and are still in place today. The City's Risk Management Division was also contacted and Ethan Yonker, Risk Manager, responded to the site to help assess the situation and determine next steps.

On February 24, 2022 BAS staff worked to isolate the mechanical room so that no other damage would take place, and began thawing out the frozen pipes and determining the extent of the damage. Due to the extent of the damage identified by BAS staff, it was determined that an insurance claim should be filed and that a contractor should be hired to complete the extensive mechanical repair and/or replacement work needed.

BAS reached out to a number of local plumbing contractors to obtain quotes for the repairs. The companies contacted and outcomes of the requests for quotes are as follows:

- Davidson Mechanical – Visited site and provided a quote
- Haids Plumbing –Visited site but declined to provide a quote
- Huber Plumbing – Indicated interest, but never visited the site to quote the work
- Hi-Country Plumbing – Indicated interest, but never visited the site to quote the work

Davidson Mechanical was the only vendor that provided a quote for the work. Staff recommends authorization of a Professional Services Agreement with Davidson Mechanical to complete the repairs.

Two representatives from the City's property insurer, the Wyoming Association of Risk Management (WARM), visited Metro on March 17, 2022 to evaluate the loss and determine claim compensability. Based on information gathered since the freeze, it appears likely that the heating failure was caused by a power bump. It has been determined that the property claim will be accepted by WARM.

Financial Considerations
The costs for the repairs will be covered by the property claim with WARM, except the $5,000 deductible that will be paid by the City's Property and Liability Fund.

Oversight/Project Responsibility
Matt Thomason, Buildings and Structures Manager, will oversee the project.

Attachments
Project Proposal

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 17th day of May, 2022, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").

2. Davidson Mechanical, Inc., 728 East C Street, Casper, Wyoming 82601 ("Contractor").

Throughout this document, the City and the Contractor may be collectively referred to as the "parties."

RECITALS

A. The City is undertaking a project to replace damaged heating equipment at the Metro Animal Shelter.

B. The project requires professional services for the replacement of plumbing and mechanical equipment.

C. The Contractor represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Contractor for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Contractor shall perform the following services in connection with and respecting the project:

i. The Contractor to perform services described in proposal dated 3/9/22 and attached as Exhibit "A" and hereby made part of the Contract.
ii. Damaged equipment to be repaired with the following:
   a. 3 – Burnham K806HNEI-5, 315 MBH Boilers
   b. 3 – Hydrolevel 500SV Low Water Cutoffs
   c. 3 – Burnham 80160155 Transformers
   d. 3 – Burnham 80160452 Aquastats
   e. 3 – Burnham 80160452 Immersion Wells
   f. 2 – Taco 1935E, 1.5 HP, 1750 RPM, 200-230/460/60/3 Pumps

g. 1 - Caleffi 551054AC Mixing Valve
h. 1 – Precision Coils HW58S02H12-33X55-RH Heating Coil

iii. Work shall be completed in a professional, workmanlike manner and in accordance with applicable industry standards and OSHA safety standards.

iv. Work shall be completed pursuant to a written schedule agreeable to both parties.

2. TIME OF PERFORMANCE:

The services of the Contractor shall be undertaken and completed on or before the 1st day of August, 2022.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Contractor shall be compensated for services performed in accordance with paragraph 1, not to exceed a sum of Seventy-Two Thousand, Seven Hundred Seventy-Five Dollars ($72,775.00).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Contractor for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Contractor has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Contractor's authorized representatives.

The City and the Contractor each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

ATTEST

Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

WITNESS

By:

Printed Name: DAVE NELSON

Title: OFFICE MANAGER

CONTRACTOR
Davidson Mechanical, Inc.

By:

Printed Name: Terrance Davidson

Title: President

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Contractor of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Contractor under this Contract shall, at the option of the City, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Contractor, or any breach of the Contract by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the City from the Contractor are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon between the City and the Contractor, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Contractor's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Contractor shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to the Contractor from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

4. AUDIT:

The City and its representatives shall have access and obtain at its discretion, copies to any books, documents, papers, electronic data and records of the Contractor, which are pertinent to this Contract. The Contractor shall immediately, upon receiving written instruction from the City, provide to any independent auditor or accountant all books, documents, papers, electronic data and recordings of the Contractor which are pertinent to

this Contract. The Contractor shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the City.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Contractor shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Contractor under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this Contract, they will be turned over to the City provided that, in any case, the Contractor may, at no additional expense to the City, make and retain such additional copies thereof as Contractor desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Contractor be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Contractor under this Contract are confidential and shall not be made available to any individual or organization by the Contractor without the prior written consent of the City.

8. GOVERNING LAW AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Seventh Judicial District, Natrona County, Wyoming. The Contractor shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Contractor represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Contractor, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Contractor shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONTRACTOR:

The Contractor shall not employ any subcontractor to perform any services in the scope of this project, unless the subcontractor is approved in writing by the City. Any approved subcontractor shall be paid by the Contractor.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to** the commencement of work, Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its subcontractors, agents, representatives, or employees.

B. Minimum Scope and limit of Insurance.

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars ($250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars ($500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage

2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand ($500,000) per accident for bodily injury and property damage.

3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Contractor's profession, with limit no less than the sum of Two Million Dollars ($2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars ($2,000,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. *Higher Limits.* If the Contractor maintains broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*
   The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*
   For any claims related to this Contract, the Contractor's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Contractor as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*
   Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*
   Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies

regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*
   Contractor has two options regarding deductibles and self-insured retentions:

   a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars ($10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars ($10,000), and the City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

   b. Option 2: Contractor shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Contractor is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Contractor shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*
   Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*
   If any of the required policies provide coverage on a claims-made basis:
   a. The Retroactive Date must be shown and must be before the date of the Contract or the beginning of Contract work.
   b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work.* However, Contractor's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
   c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the Contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of *five (5)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*
   Contractor shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subcontractors*
   Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that the City is an additional insured on insurance required from subcontractors.

10. *Special Risks or Circumstances*
    City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

E. Contractor agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Contractor and any subcontractor thereof.

12. LIMITATION OF LIABILITY:

In no event shall the City, the City's employees, elected officials, appointed officials, or agents be liable under this Contract to Contractor or any third party for consequential, indirect, incidental, special, exemplary, punitive or enhanced damages or lost profits or revenues, or diminution in value, arising out of, relating to, or in connection with any breach of this Contract, regardless of (a) whether such damages were foreseeable (b) whether or not the Contractor was advised of the possibility of such damages and (c) the legal or equitable theory (contract, tort, or otherwise) upon which the claim is based.

13. INTENT:

Contractor represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Contractor shall perform all of the services for the compensation set forth in this Contract. Contractor also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to

compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Contractor agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

14. WYOMING GOVERNMENTAL CLAIMS ACT:

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

15. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

16. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

17. ELECTRONIC SIGNATURES:

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic

signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.

DAVIDSON MECHANICAL, INC.

728 EAST C STREET
CASPER, WYOMING 82601
PHONE (307) 577-4000
FAX (307) 577-0692

Exhibit A

3/9/2022

City of Casper
200 N David
Casper, WY 82601

Re: Metro Animal Shelter

We propose to furnish and install three new Burnham boilers, two recirculation pumps, one expansion tank, one air separator, one new hot water coil, one control valve and all new copper pipe, fittings and valves to make system operational.

Includes new pipe insulation, electrical and control wiring.

For the sum of $72,775.00

Terrance Davidson

RESOLUTION NO. 22-81

A RESOLUTION AUTHORIZING A CONTRACT WITH DAVIDSON MECHANICAL TO REPLACE PLUMBING AND MECHANICAL EQUPIMENT AT METRO ANIMAL SHELTER.

WHEREAS, the City of Casper needs a contractor to perform plumbing and mechanical equipment replacement at the Metro Animal Shelter; and,

WHEREAS, Davidson Mechanical Inc. is able and willing to provide those services; and,

WHEREAS, the City of Casper desires to hire Davidson Mechanical Inc. to perform those services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is authorized to execute, and the City Clerk to attest a contract for Professional Services with Davidson Mechanical Inc. in the amount of Seventy Two Thousand, Seven Hundred Seventy-Five Dollars ($72,775.00).

BE IT FURTHER RESOLVED: That the City Manager or his designee is hereby authorized to make verified partial payments throughout the term of the contract not to exceed of Seventy Two Thousand, Seven Hundred Seventy Five Dollars ($72,775.00).

PASSED, APPROVED, AND ADOPTED on this 17th day of May, 2022.

APPROVED AS TO FORM:

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Fleur D. Tremel
City Clerk

Ray Pacheco
Mayor

May 13, 2022

MEMO TO: Carter Napier, City Manager

FROM: Tracey L. Belser, Support Services Director

SUBJECT: Ratification of Terms for the Collective Bargaining Agreement for 2022-2023 between the City of Casper and the Fire Fighters' Local Union 904, I.A.F.F., AFL-CIO.

Meeting Type & Date
Council Meeting
May 17, 2022

Action type
Resolution

Recommendation
That Council, by resolution, ratify the terms for the Collective Bargaining Agreement for July 1, 2022 – June 30, 2023, between the City of Casper and the Fire Fighters' Local Union 904, I.A.F.F., AFL-CIO (Fire Fighters' Local Union 904).

Summary
Wyoming State Statute § 27-10-102 grants the fire fighters in any city, town, or county the right to collective bargaining and representation by a bargaining agent (union). The current Collective Bargaining Agreement (CBA) between the City of Casper and the Casper Fire-EMS Department and the Fire Fighters' Local Union 904 will expire on June 30, 2022.

The City of Casper and the Fire Fighters' Local Union 904 began negotiations in February 2022 with the following items as signed tentative agreements:

1. **Amendment to Article III, Section 1, Management Rights and Responsibilities** – In general terms, these revisions will provide clear and concise language to benefit both the members and management. The changes made will clarify communicating any changes in policy prior to implementation of a policy and that re-assignments not related to disciplinary action, not resulting in a demotion.
2. **Amendment to Article IV, Section 6, Paragraph 2** – In general terms, these revisions will provide Federal mileage reimbursement rate to members for business use of a personal vehicle.
3. **Amendment to Article IV, Section 11, Paragraph "B" Day Personnel** – In general terms, new fire fighters will start with Eighty (80) hours of disability leave available upon hire.
4. **Amendment to Article IV, Section 22, Paragraph 2** – In general terms, Community Risk Reduction Officers that report to duty after scheduled work hours will be compensated at a one and one half (1.5) times of their base hourly rate of pay.

5. **Amendment to Article IV, Section 7** – In general terms, wording to be reflective of changes stipulated effective July 1, 2022, in the 2020-2022 CBA.
6. **Amendment to Article IV, Section 8, Paragraph 4** – In general terms, members will be provided with an increased contribution to their Retirement Health Savings Account from $500 to $1,000 annually.
7. **Amendment to Article IV, Section 4, Letter "B"** – In general terms, this revision will clarify that an emergency callback on a Holiday is compensated at triple-time rate.
8. **Amendment to Article IV, Section 4, Paragraph "A": Call Back** – In general terms, this revision will allow compensatory time to be used to a greater effect.
9. **Amendment to Article IV, Section 4, Paragraph "D": Day Personnel** – In general terms, this revision will allow compensatory time to be used to a greater effect for day personnel.
10. **Addition to Article V, Section 2, Letter "E: Mental Health Services"** – In general terms, members will be provided with up to four (4) mental health consultations annually, up to $250 per consultation. This is an additional benefit to encourage members to seek professional mental health services with the ability to choose their own provider.

Additionally, the parties agreed to the following items:

1. Platoon wages to equal those members that workday schedules. This is a 2.6% to 2.8% increase for the platoon positions. This is in addition to any step increase members are eligible for. This item of resolution is for a two-year period FY23 and FY24.
2. A minimum of a 3.5% Cost of Living Adjustment (COLA) will be given to members with an understanding that members will also receive any additional amount for a COLA the same as other full-time employees of the City of Casper. If the sales tax revenue exceeds $425,000.00 over the first six months' projected sales revenue in FY23 (July 1, 2022 – Dec. 31, 2022), an additional 3.5% COLA will be provided to the Fire Fighters and other full-time employees of the City January 1, 2023.
3. A conversion factor of .7123 can be used when members who work platoon come to a day schedule and the City will increase the vacation day accrual cap to 263 hours for day personnel.
4. Other topics presented by both teams will remain as interim topics to be worked on prior to the next negotiation period. A Memorandum of Understanding (MOU) between the parties designating the interim topics will be executed by the City and Local Union 904.
5. The wage increases will not be an item of negotiation in the February-March 2023 Collective Bargaining term.

The Fire Fighters' Local Union 904 and Casper Human Resources Division will draft the Collective Bargaining Agreement for 2022-2023 to be adopted by Resolution no later than the June 21, 2022, City Council Meeting. This will be an agreement commencing July 1, 2022 – June 30, 2023. The MOU mentioned above, will provide the opportunity for the parties to have meaningful discussion between September 2022 and February 2023, to resolve other issues in order to reach agreement prior to another collective bargaining agreement.

Financial Considerations
Any financial impacts are contained in the Fire-EMS department operational budget for FY23.

Oversight/Project Responsibility
The terms were negotiated by the City of Casper Management Team and Fire Fighters' Local Union 904 Team listed below. .

City of Casper Participants:
Carter Napier, Bargaining Agent
Tracey Belser, Co-Facilitator
Devin Garvin, Alternate Co-Facilitator
Jill Johnson, Co-Facilitator
Thomas Solberg, Co-Facilitator
Jason Speiser, Co-Facilitator
Nicole Carlson, Secretary

Fire Fighters Local Union 904 Participants:
Wes Monroe, Bargaining Agent
Brian Dixon, Co-Facilitator
Justin Dykes, Co-Facilitator
Chad Denton, Co-Facilitator
Josh Elliott, Co-Facilitator
Mike Brummond, Secretary

Attachments
Resolution
Collective Bargaining Agreement for 2020-2022 (expires June 30, 2022)

RESOLUTION NO. 22-82

A RESOLUTION AUTHORIZING RATIFICATION OF TERMS FOR THE COLLECTIVE BARGAINING AGREEMENT FOR JULY 1, 2022 – JUNE 30, 2023 BETWEEN THE CITY OF CASPER AND THE FIRE FIGHTERS' LOCAL UNION 904, I.A.F.F., AFL-CIO.

WHEREAS, the City of Casper and the Casper Fire Fighters' Local 904, I.A.F.F., AFL-CIO (Fire Fighters' Local Union 904) have met and concluded negotiations; and,

WHEREAS, certain terms need ratified with the conclusion of negotiations between the City of Casper and the Casper Fire Fighters' Local Union 904 (the Parties); and,

WHEREAS, The Bargaining Agent for the Fire Fighters' Local Union 904 and the City of Casper's Human Resources Division will draft the Collective Bargaining Agreement for 2022-2023 to be adopted by Resolution no later than the June 21, 2022, City Council Meeting.

WHEREAS, the base terms we seek to have ratified are as follows:
The City of Casper and the Fire Fighters' Local Union 904 began negotiations in February 2022 with the following items as signed tentative agreements:

1. **Amendment to Article III, Section 1, Management Rights and Responsibilities** – In general terms, these revisions will provide clear and concise language to benefit both the members and management. The changes made will clarify communicating any changes in policy prior to implementation of a policy and that re-assignments not related to disciplinary action, not resulting in a demotion.
2. **Amendment to Article IV, Section 6, Paragraph 2** – In general terms, these revisions will provide Federal mileage reimbursement rate to members for business use of a personal vehicle.
3. **Amendment to Article IV, Section 11, Paragraph "B" Day Personnel** – In general terms, new fire fighters will start with Eighty (80) hours of disability leave available upon hire.
4. **Amendment to Article IV, Section 22, Paragraph 2** – In general terms, Community Risk Reduction Officers that report to duty after scheduled work hours will be compensated at a one and one half (1.5) times of their base hourly rate of pay.
5. **Amendment to Article IV, Section 7** – In general terms, wording to be reflective of changes stipulated effective July 1, 2022 in the 2020-2022 CBA.
6. **Amendment to Article IV, Section 8, Paragraph 4** – In general terms, members will be provided with an increased contribution to their Retirement Health Savings Account from $500 to $1,000 annually.
7. **Amendment to Article IV, Section 4, Letter "B"** – In general terms, this revision will clarify that an emergency callback on a Holiday is compensated at triple-time rate.
8. **Amendment to Article IV, Section 4, Paragraph "A": Call Back** – In general terms, this revision will allow compensatory time to be used to a greater effect.

9. **Amendment to Article IV, Section 4, Paragraph "D": Day Personnel** – In general terms, this revision will allow compensatory time to be used to a greater effect for day personnel.
10. **Addition to Article V, Section 2, Letter "E: Mental Health Services"** – In general terms, members will be provided with up to four (4) mental health consultations annually, up to $250 per consultation. This is an additional benefit to encourage members to seek professional mental health services with the ability to choose their own provider.

Additionally, the parties agreed to the following items:

1. Platoon wages to equal those members that work day schedules. This is a 2.6% to 2.8% increase for the platoon positions. This is in addition to any step increase members are eligible for. This item of resolution is for a two-year period FY23 and FY24.
2. A minimum of a 3.5% Cost of Living Adjustment (COLA) will be given to members with an understanding that members will also receive any additional amount for a COLA the same as other full-time employees of the City of Casper. If the sales tax revenue exceeds $425,000.00 over the first six months' projected sales revenue in FY23 (July 1, 2022 – Dec. 31, 2022), an additional 3.5% COLA will be provided to the Fire Fighters and other full-time employees of the City January 1, 2023.
3. A conversion factor of .7123 can be used when members who work platoon come to a day schedule and the City will increase the vacation day accrual cap to 263 hours for day personnel.
4. Other topics presented by both teams will remain as interim topics to be worked on prior to the next negotiation period. A Memorandum of Understanding (MOU) between the parties designating the interim topics will be executed by the City and Local Union 904.
5. Wage increases will not be an item of negotiation in the February-March 2023 Collective Bargaining term.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: The terms negotiated between the Parties are hereby ratified and that the Mayor, and the City Manager, are hereby authorized and directed, and the City Clerk to attest, to proceed with drafting the Collective Bargaining Agreement with the Casper Fire Fighters' Local Union 904 for the contract period July 1, 2022 – June 30, 2023.

PASSED, APPROVED, AND ADOPTED this _____ day of May, 2022.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Ray Pacheco
Mayor

COLLECTIVE BARGAINING AGREEMENT

Between the

CITY OF CASPER

and the

FIRE-EMS DEPARTMENT

and

FIRE FIGHTERS LOCAL UNION 904

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, AFL-CIO

2020-2022

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ARTICLE I

RECOGNITION

Section 1 - Recognition.

A. The City of Casper hereby recognizes that Fire Fighters Local 904 is the sole and exclusive representative for all the sworn employees, hereinafter referred to as "employee or "employees" of the Fire-EMS Department (the "Department"), other than those excluded in this Collective Bargaining Agreement (the "Agreement"), for the purpose of collective bargaining with respect to wages, hours of work, and working conditions, except as specified in the remainder of this subsection.

The Union recognizes the Fire-EMS Chief and the Deputy Chiefs to be a part of Management. Management employees are not subject to the provisions of this union Agreement and fall directly under the City of Casper Personnel Rules and Regulations and/or individual employment contracts, as they currently exist, and as they may, from time to time, be amended.

B. The Union hereby recognizes that, when duly assigned by Council action, the City Manager and/or his authorized representatives are the sole and exclusive Bargaining Agents for the City Council of the City of Casper, Wyoming.

C. All Wyoming State Statutes that would apply to the terms and conditions of this Collective Bargaining Agreement, the Rules and Regulations of the Civil Service Commission of the City of Casper, Wyoming, as well as the City of Casper Personnel Rules and Regulations, as they are, from time to time amended, are incorporated into this Agreement by this reference.

Section 2 - General.

The City of Casper, hereinafter referred to as the "City," and the Fire Fighters Local 904, hereinafter referred to as the "Union," in order to increase general efficiency by the Fire-EMS Department, and to maintain the existing harmonious relationship between the City and its employees, and to promote the morale, rights, well-being, and sincerity of the Union and the City hereby agree as follows.

Section 3 - Non-Discrimination.

Basis: Neither the City nor the Union shall discriminate against any employee covered by this Agreement in a manner which would violate any applicable laws because of race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, disability, age (40 or older), or genetic information (including family medical history).

Union Activity: Neither the City nor the Union shall interfere with the right of employees covered by this Agreement to become or not become members of the Union, except as

provided for in the Constitution and By-Laws of I.A.F.F. Local 904. There shall be no discrimination against any such employees because of lawful Union membership or non-membership activity or status.

Union Responsibility: The Union recognizes its responsibility as bargaining agent and owes the same responsibility to all employees, whether Union members or not, in compliance with all applicable state statutes.

Gender: Whenever the male gender is used in this Agreement, it shall be construed to include equally both male and female employees.

ARTICLE II

DISPUTE RESOLUTION

Section 1 - Definition and Procedure.

Definition and Procedure: A grievance is a dispute or difference of opinion raised by an employee covered by this Agreement, by the Union, or by the City involving the meaning, interpretation, or application of the express provisions of this Agreement or existing work rules.

Step One - Within twenty (20) calendar days of the party's knowledge of a grievable occurrence, the Union shall present in writing a statement of the grievance, the Agreement provision violated, and a description of the restitution desired to the Fire-EMS Chief. In the case of City grievances against the Union, the Fire-EMS Chief shall present the same to the Union President.

Within ten (10) calendar days, the Fire-EMS Chief (or Union President) shall respond in writing.

Step Two - If the response of the Fire-EMS Chief is not considered satisfactory, the Union may within ten (10) calendar days appeal the Fire-EMS Chief's decision to the City Manager. The City Manager shall respond within ten (10) calendar days.

Step Three - If the response of the City Manager or the Union President is not considered satisfactory, the Union or the City may, within five (5) calendar days, request in writing arbitration. If the parties cannot agree upon an arbitrator(s) within an additional ten (10) calendar days, the parties shall petition the District Court within ten (10) calendar days for the appointment of an arbitrator(s) in accordance with the provisions of the Uniform Arbitration Act.

Time limits may be extended upon mutual agreement.

The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from, the provisions of this Agreement. The arbitrator shall consider only the specific issues submitted in writing by the City and Union.

If notice is not given within the five (5) day period specified in Step 3, the right to arbitration shall be considered to be waived.

It is further agreed that the City or the employees shall not enter into any court action or file any claim for any alleged grievance or violation of this Agreement until the provisions of the grievance procedure and the Uniform Arbitration Act have been followed.

The City and employees agree not to subject to the grievance procedure those matters relating to examination, suspension, reduction in grade, and/or discharge from the Fire-EMS Department which are appropriate for hearing and decision by the Civil Service Commission.

ARTICLE III

MANAGEMENT RIGHTS AND RESPONSIBILITIES

Section 1 - Rights of Management.

Except as otherwise specifically provided in this Agreement, the City has the sole and exclusive right to exercise all the rights or functions of Management, and the exercise of such rights or functions shall not be subject to the grievance procedure, except as to the resolution of whether or not a specific matter is a Management right. Without limiting the generality of the foregoing, as used herein, the term "Rights of Management" includes, but is not limited to:

1. The determination of Fire-EMS Department policy, including the right to manage the affairs of the Fire-EMS Department in all respects.

2. The right to assign working hours, including overtime.

3. The right to establish, modify, or change work schedules, manning of apparatus, and amount of apparatus in the main or reserve fleet.

4. The right to assign employees to other duties within the Fire-EMS Department when their apparatus is out of service.

5. The right to direct the members of the Fire-EMS Department, including the right to hire, promote, discipline, or transfer any employee.

6. The right to organize and reorganize the Fire-EMS Department in any manner it chooses, including the size of the Fire-EMS Department and the determination of job classifications and ranks based on duties assigned.

7. The determination of the safety, health, and property-protection measures provided by the Fire-EMS Department for the citizens of Casper.

8. The selection, promotion, or transfer of employees to supervisory or other managerial or division assignments.

9. The allocation and assignment of work to employees within the Fire-EMS Department.

10. The determination of policy affecting selection or training of employees.

11. The scheduling of operations and determination of the number of hours of assigned duty per week.

12. The establishment, modification, and enforcement of Fire-EMS Department rules, regulations, and orders.

13. The transfer of work from one position to another within the classified service of the Fire-EMS Department.

14. The introduction of new, improved, or different methods and techniques of operation of the Fire-EMS Department or of changes in existing methods and techniques, so long as said methods and techniques or changes do not increase unreasonably the risk of injury or illness or any way threaten the safety of any member of the Fire-EMS Department.

15. The placing of service, maintenance, or other work with outside contractors or other agencies of the City.

16. The determination of the number of ranks and the number of employees within each rank.

17. The determination of the amount of supervision necessary.

18. The transfer of employees from one station to another.

19. The right to institute, continue, modify and/or discontinue, without any requirement to negotiate or otherwise receive the consent of the Union, a program of assigning employees to work out-of-class on a temporary basis for training or other purposes. Such program may involve the payment of extra compensation to employees working out-of-class. The Union will be informed of program details in writing.

20. Every effort will be made to maintain a platoon staffing level of at least eighteen (18) personnel. The platoon staffing assignments will normally be as follows:

(3) Personnel on Engine 1
(3) Personnel on Engine 2
(3) Personnel on Engine 3
(3) Personnel on Engine 5
(3) Personnel on Engine 6
(1) Personnel on Rescue 1
(1) Personnel on Truck 1
(1) Personnel on Fire 1
(18) Platoon Personnel

The minimum staffing level will be maintained unless the City of Casper's budget declines to extreme financial circumstances. Extreme financial circumstances shall be defined by current receipts generated from State general sales tax, property tax, direct distribution payments, mineral tax, and severance tax which, for three consecutive months, are below 67% the monthly average of General Fund operating expenses (excludes capital expenditures and transfers) as determined from the most recent completed annual City of Casper financial audit.

It is agreed that no conduct or action of the City or the Union hereunder shall be inconsistent with any provision of the Agreement, Personnel Rules and Regulations, Civil Service Rules and Regulations, and the Laws of Wyoming governing Fire Fighters, and the discretionary power invested in the City and the Fire-EMS Chief shall not be exercised in an arbitrary or capricious manner.

The exercise of such rights does not preclude employees or the Local from initiating a grievance as set forth in this Agreement for any alleged violation of this Agreement, Personnel Rules and Regulations, Civil Service Rules and Regulations, and the Laws of Wyoming governing Fire Fighters.

Section 2 - Probationary Period.

New employees shall be subject to a probationary period as established in State Law from the date of last hiring, and shall not become regular employees until after completion of said period. Probationary employees may be terminated at any time in the sole discretion of the City, without notice, and such termination shall not be subject to the grievance procedure. Upon satisfactory completion of the probationary period, the employee shall acquire seniority status from the date of last hire.

Section 3 - Performance Evaluation (Proficiency Rating).

The methods and procedures involved in performance evaluation shall be the responsibility and at the discretion of Management. Management shall be responsible for providing the

fairest evaluation and techniques practicable. Fire-EMS Department supervisors shall be responsible for evaluating individuals as fairly as practicable.

Section 4 - Rules and Regulations.

The City shall have the right to make such reasonable directions, rules, and regulations as may be deemed necessary by the City for the conduct and management of the affairs of the City, and the Union agrees that the employees shall be bound by and obey said directions, rules, and regulations. The City agrees that no directions, rules, or regulations will be made which are in conflict with this Agreement. Employees shall promptly and efficiently execute the instructions and orders of those above them in the chain of command. If an employee or employees believe a direction, rule, regulation, instruction, or order of a supervisor is unreasonable or unjust, the employee or employees shall comply with the direction, rule, regulation, order, or instruction of the supervisor, but with the further provision that such employee or employees may regard the direction, rule, regulation, order, or instruction as a grievance which shall be handled in accordance with the grievance procedures set forth in Article II, Section 1, of this Agreement.

Any rule or regulation not specifically addressed in this Agreement, but outlined in the Rules and Regulations of the Civil Service Commission of the City of Casper, Wyoming and the City of Casper Personnel Rules and Regulations, as from time to time amended, shall apply to the employees.

In the event that an employee or employees shall refuse to comply with a direction, rule, regulation, or shall refuse to execute promptly and efficiently an instruction or order of a supervisor, the City shall have the right, at its option, to suspend or discipline the offending employee or employees, subject to the Civil Service Rules and Regulations, and the laws of Wyoming governing Fire Fighters.

In the case of an administrative investigation conducted by Human Resources, Risk Management, the City Attorney's office or the Fire-EMS Chief and/or their respective designees, failure to answer questions regarding employment may result in disciplinary action up to and including termination. In that case and circumstance, the employee shall be advised by the person investigating the situation that nothing stated by the employee in the administrative investigation can be used against that employee in any subsequent criminal investigation pertaining to that employee.

ARTICLE IV

UNION RIGHTS, RESPONSIBILITIES AND BENEFITS

Section 1 - Responsibility.

Union Responsibility: The Union recognizes its responsibility as bargaining agent and owes the same responsibility to all employees, whether Union members or not, in compliance with all applicable state statutes.

Section 2 - Strikes.

The Union agrees that there shall be no strikes, slow-downs, stoppage of work, or any interference with the management of the Fire-EMS Department. The City agrees that there shall be no lock-out of Fire Fighters.

Union officials shall be responsible for taking affirmative steps to return employees to work or resume full services if a strike or slow-down occurs. Action by Union officials would include:

Prompt disavowal of such conduct by public announcement.

Posting of general notice in employees' meeting location explaining such disavowal; and advising employees individually that such conduct is unlawful and prohibited by this Agreement.

The City shall have the right to discipline or discharge any employee encouraging or participating in a strike, slow-down, or other interference in accordance with this Agreement, the Personnel Rules and Regulations, Civil Service Rules and Regulations, and the laws of Wyoming governing Fire Fighters.

Section 3 - Wage Schedule

A. Effective July 12, 2020, employees will be paid according to the following:

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
SHIFT	**HOURLY**	**HOURLY**	**HOURLY**	**HOURLY**	**HOURLY**
Trainee	$17.51				
Fire Fighter	$18.56	$19.50	$20.47	$21.51	$22.56
Engineer	$20.41	$21.43	$22.51	$23.63	$24.81
Captain	$23.49	$24.67	$25.88	$27.18	$28.54
Battalion Chief	$25.83	$27.13	$28.48	$29.92	$31.39
DAY	**HOURLY**	**HOURLY**	**HOURLY**	**HOURLY**	**HOURLY**
Trainee	$25.22				
Community Risk Reduction Officer I	$29.47	$30.94	$32.48	$34.11	$35.82
Community Risk Reduction Officer II	$33.91	$35.59	$37.37	$39.24	$41.19
Battalion Chief	$37.21	$39.08	$41.03	$43.10	$45.23

Note: Promotions will result in no less than a 5% pay increase.

Comments: For the purposes of reporting annual gross pay to the Wyoming Retirement System on behalf of Fire "A" pension participants, annual gross pay is calculated by taking the Step 5 Fire Fighter hourly wage times 91 hours, plus one and one-half (1.5) times that hourly rate times 5 hours, and the total times 30.42 work periods per year.

*If a cost of living (COLA) increase or bonus is granted to other employees of the City within the term of this Agreement it shall be applied to employees covered by this Agreement without amending this Agreement.

An employee will advance to the next wage step on his/her next anniversary date. "Anniversary date" is defined as the date the employee in question was initially hired, unless the employee has been promoted, in which case the date of his last promotion is the anniversary date. Employees in wage Step 5 will not receive a step increase.

Receipt of a step increase is not an indication of satisfactory job proficiency or performance.

B. The hourly rate set forth above will be the employee's straight time hourly rate. For the purpose of computing overtime, this rate will be multiplied by one and one-half.

C. Pay Checks. Employees will be assigned ninety-six (96) hours of work, every twelve days and will be paid pursuant to the FLSA requirements. Employees may also be offered or assigned call-back hours and if working on a holiday will received pay calculated at holiday rate. Employees will be paid the remainder of hours worked, no more than four (4) business days after the end of the 12-day work period.

Section 4 - Overtime.

Employees will be paid for actual hours worked in accordance with the FLSA. Hours not worked such as, vacation, disability, FMLA leave, and bereavement, will not count as hours worked for the purposes of calculating overtime except in the case call back hours.

A. Call Back.

In keeping with the policy of the City to maintain an effective firefighting force, it may be required for employees to work overtime on a shift basis. Full and partial call backs shall be compensated at one and one-half (1.5) times the employee's hourly rate of pay. Rotating seniority overtime lists are established by the Department. Employees may be called in rotating order, when necessary, to fill positions.

1. Partial call back of twenty (20) hours or less will be administered by calling down the list, which begins with the least senior of the employees. A name is crossed off the list if: 1) the employee is unreachable, 2) he/she refuses the call back, or 3) he/she accepts the call back.

   In the case of partial callbacks that are numerous and known well in advance, management may post a list of available partial callbacks and members may sign up for them.

   A sign-up list will be posted and all personnel will be notified by email. For the first week employees may sign-up for a limited number of slots (determined by Battalion Chief). Multiple picks may be made in each round following the first week depending on the number of partial callbacks available until all slots are filled. Management will specify how many slots can be chosen for each round of picks.

   If the employee cannot make the scheduled callback, he/she will find a replacement, change the master list, and notify the on-duty Battalion Chief.

2. Full-time call back of twenty (20) hours or more will be administered by calling down the list, which begins with the least senior of the employees. A name is crossed off the list if: 1) the employee is unreachable, 2) he/she refuses the call back, or 3) he/she accepts the call back.

3. Exceptions: If, at the time of call back, an employee is participating in a department-sponsored required, or non-required, activity, he will not be crossed off the call back list. Department-sponsored activities include, but are not limited to the following:

    a. Classes
    b. Seminars
    c. Conferences
    d. Meetings
    e. Testing processes
    f. Scheduled time trades
    g. Wildland assignments
    h. FEMA assignments
    i. In the event that an activity does not fit into any of the above categories, the Fire-EMS Chief, or the Fire-EMS Chief's designee, will make the final determination if the activity is department sponsored.

No employee shall be called for less than two (2) hours and shall be allowed one hour to report for duty after being contacted by pager, telephone or other direct means. Forwarding of employees assigned pagers will be allowed. Overtime pay shall be at one and one-half (1.5) times for each call back hour so worked. Employees held over for reasons of manpower other than emergencies shall receive overtime pay at one and one-half (1.5) times the employee's base rate for each hour so worked. Except in the case of emergencies and/or special operations, overtime pay on a holiday shall be at triple time.

B. Emergency Call Back and Special Operations.

Call back in the case of any emergency or special operations, including those occasions on holidays, shall be paid at one and one-half (1.5) times the employee's straight time hourly rate of pay and the employee shall be compensated for a minimum of four (4) hours, regardless of the duration of the emergency call back. If the emergency call back exceeds four (4) hours of work, the employee shall be compensated for the entire duration of said emergency call back.

C. Platoon Personnel

Platoon employees shall be paid at the rate of one and one--half (1.5) times the employee's hourly rate of pay for all hours worked in excess of ninety-one (91) hours in a 12-day work period, except as provided in Paragraph "A" above.

D. Day Personnel.

Other employees of the Department not exempt under the terms of the Fair Labor Standards Act will be paid at the rate of one and one-half (1.5) times their basic hourly rate for all hours worked in excess of forty (40) hours in a seven (7) day work period.

E. Compensatory Time.

Compensatory time, at the rate of 1.5 times straight time, may be awarded in lieu of cash overtime for department-related work or education when that work or education must be completed outside the regularly scheduled work period.

Management reserves the right to cash-out compensatory time balances. Compensatory time can be used when the absence does not necessitate a call-back at the time it is scheduled. Compensatory time must be scheduled at a minimum of two (2) hours per use. Compensatory time may be scheduled with the on-duty Battalion Chief and/or Acting Battalion Chief starting at 0800 on the shift that it is to be used on a first come first serve basis. Management will make reasonable effort to permit the use of compensatory time as requested by the employee. Compensatory time may incur roving charges to the Fire-EMS Department at no penalty to the employee. The maximum accrual for compensatory time will be forty-eight (48) hours for shift personnel and forty (40) hours for day personnel.

Section 5 - Clothing Allowance.

The employee shall be responsible for reasonable care of his equipment and willful neglect shall be cause for disciplinary action. The clothing shall be worn during duty hours only, to and from work, community relations work, and Fire-EMS Department functions, and any deviation will be considered misuse of City property and may be subject to disciplinary action. The City shall provide for the normal care and maintenance of said equipment to ensure that it be kept in good and safe condition.

All entry-level shift personnel shall be granted a uniform credit equal to the actual cost of three (3) work uniforms (3 shirts and 3 pair of trousers); one (1) pair of safety boots or safety shoes; and, two (2) tee-shirts , and any other item required.* Uniforms are the property of the City of Casper and upon termination or resignation from the Fire-EMS Department, prior to completion of the probationary period, all clothing issued or paid for by the City of Casper shall be returned to the Department.

Upon permanent assignment, a dress uniform will be furnished consisting of the following:

a. 1 dress cap;

b. 1 dress coat;

c. 1 pair dress trousers;

d. rank and classification badges and insignia as required; and,
e. dress shoes.

All shift personnel below the rank of Deputy Chief shall be granted annual uniform replacement credit equal to the actual cost of one (1) work uniform (one shirt and one pair of trousers); one (1) pair of safety boots or safety shoes; and, two (2) tee-shirts, and any other item required.* The credit can be used for the purchase or replacement of any item required to be worn by the uniform policy which is issued by the City. It can also be used for any approved optional item of clothing. The City shall provide for normal repair or replacement of the current allotment of clothing, except as provided in the first sentence of Article IV, Section 5. Repair and replacement of clothing purchased in prior Agreement years shall be the exclusive responsibility of the employee.

The uniform order will be provided to all employees no later than June 15. The employee order form will be completed and submitted by July 15 and the uniform items will be ordered no later than August 1.

All day personnel shall be allotted the amount of the annual uniform allowance and can either order from the uniform list or purchase civilian clothes and be reimbursed up to the same dollar amount allotted to each employee. The Union and Management may mutually agree on instances where exceptions are necessary.

All employees shall be provided a uniform jacket as needed.

* The above items, where appropriate, shall be Nomex or NFPA approved.

Section 6 - Hours of Work.

Platoon Personnel. It is agreed that the declared work period for such employees is twelve (12) days, and that they shall work in twenty-four (24) hour shifts, on a three (3) platoon basis as described in the 48/96 schedule listed below. The declaration is made pursuant to 29 USC Section 207(K) and 29 CFR Part 553.

1. The 48/96 shift schedule is a three-platoon system in which employees work two consecutive twenty-four hour shifts for a total of forty-eight (48) hours, and have ninety-six consecutive hours off. A typical work period is as follows:
X= work day, and O=day off: XXOOOOXXOOOOXXOOOO and so on.

2. A shift is defined as twenty-four (24) hours.

3. The maximum consecutive hours an employee can work will be ninety-six (96). If an employee has reached his maximum hours worked they will not be removed from a callback list.

4. In the event a shift is scheduled to work both December 24th and December 25th of the same year, the shift assigned to work December 23rd will be reassigned to work on

December 24th. The shift originally scheduled to work December 24th will be reassigned to work December 23rd.

a. In the event that this effects the hours of work in a work period, other reassignments shall be agreed upon by labor and management.

5. It is agreed that the declared work period for platoon employees is twelve (12) days.

Employees required to travel from one work duty station to another and are notified before 08:00 shift exchange shall be paid fifteen in (15) minute increments to gather firefighting equipment and travel to new station. Time shall be requested via an electronic timekeeping system for supervisor approval. No travel time will be paid for travel required for employee shift exchange as in Section 19 – Shift Exchange.

Day Personnel. The normal work period shall consist of eight (8) hours per day, with five (5) days of work scheduled during a seven (7) day work period. Normally, the work days would be Monday through Friday. Work schedules shall be at the discretion of the Fire-EMS Chief.

Section 7 - Pension Payroll.

The City and the employees shall pay their proportionate share into the Firemen's Pension Fund, as required by the State Treasurer in accordance with State Law. The proportionate shares shall be calculated on the gross pay with each payroll processed.

Effective July 1, 2020, the City will contribute 14% of employee's compensation towards the Plan "B" retirement. Per the Wyoming Retirement System's Pension Contribution Rates, the City's contribution rate will increase to 15% on July 1, 2021 and again on July 1, 2022 to 16%.

If the state determines that the "B" pension has reached a level where it is no longer necessary to fund the plan at the 12% level, the City will make available to the individual employee the option of contributing the difference between the required State contribution and 12% to the State of Wyoming's Deferred Compensation plan. However, each employee must match the City's contribution to the State of Wyoming's Deferred Compensation plan dollar for dollar. (An example would be, if the State dropped the required City contribution from 12% to 10%, the City would contribute up to 2% to the State of Wyoming's Deferred Compensation plan contingent upon the individual employee contributing the same amount as the City, i.e. up to 2%). The City has no further obligation if the employee does not participate by matching the dollar amount.

The State of Wyoming's Deferred Compensation plan (457) is designated for all employees covered by this Collective Bargaining Agreement who opt to participate in the City sponsored Deferred Compensation plan.

Section 8 - Health, Dental and Life Insurance.

Health insurance costs, which include major medical and dental coverage, are to be shared by the employee and the City. Employees will enjoy the same health insurance benefits and pay the same

premiums as all other regular full-time City employees. Premiums may be adjusted from time to time.

Life insurance benefit shall be provided through the State of Wyoming benefits at a level equivalent to the employee's annual salary to a maximum of $50,000. This coverage will be provided at no cost to the employee up to the age of 60. During the transition between life insurance policies the City agrees to ensure no lapse in life insurance coverage.

Employees retiring after the effective date of the 1997-98 Collective Bargaining Agreement, and their dependents, shall enjoy the same health insurance benefits and pay the same premiums as all other City retirees. "Retirement" shall mean separation from the City as an Employee upon terms that entitle the employee to receive a service or disability pension under Article 2 or 4, Chapter 5, Title 15, of the Wyoming State Statutes, as amended.

A Retirement Health Savings (RHS) Plan with the International City Management Association Retirement Corporation (ICMA-RC) shall be provided to all employees covered by this Collective Bargaining agreement. Such Plan shall have a direct mandatory Employer contribution of $500 each plan year per employee, and a direct mandatory contribution of $500 per Employee covered by this Collective Bargaining Agreement each Plan year. This benefit is mandatory and requires enrollment of all employees covered by this Collective Bargaining agreement. A participant who separates from the service of the Employer prior to retirement will be eligible to receive benefits immediately upon separation from service.

Nothing herein shall be construed to limit any rights of the parties under law to negotiate an alternative health and dental insurance plan.

Section 9 - Vacation.

Platoon Personnel:

Definitions:

Shift: A "shift" equals twenty-four (24) hours.

Partial Vacation Shift: Partial vacation shifts are only available in 12-hour increments limited to blocks beginning at 0800 and 2000.

Anniversary Date: In reference to the vacation selection process, an employee's anniversary date shall be the date of hiring.

Pick: A "pick" is defined as consecutive duty cycle(s) (tours), or a partial or a single shift.

Full Duty Cycle or tour: A "full duty cycle or tour" is defined as 2 consecutive regularly scheduled 24 hour shifts.

"Platoon" and "Shift" are used interchangeably in this agreement.

Accrual and Balances:

Platoon Personnel:

Effective July 1, 2012, the vacation accrual shall be as follows:

A. Service of less than 5 years – 8 shifts (6.31 hours / 12-day pay period)

B. Service of 5 or more, but less than 10 years – 9 shifts (7.10 hours / 12-day pay period)

C. Service of 10 or more, but less than 15 years – 12 shifts (9.47 hours / 12-day pay period)

D. Service of 15 or more, but less than 20 years – 13 shifts (10.26 hours / 12-day pay period)

E. Service of 20 or more –14 shifts (11.05 hours / 12-day pay period)

All platoon personnel may have, up to, a maximum of three hundred sixty-nine (369) vacation hours in their vacation bank.

Vacation Selection Process:

The vacation selection process shall begin no later than November 1 of each year. Vacations shall be selected by December 31 of each year for the following year. Vacation shall be selected on a rotating seniority basis on each platoon. Vacation picks can be chosen or floated during rotating seniority picks. Vacation leave shall be maintained with a positive balance after December 31, 2014, unless written approval is granted by the Fire-EMS Chief.

Prior to January 1st, no more than three (3) persons can be scheduled on vacation on any given shift. Two of the three vacation slots are reserved for full duty cycle (tour) vacations until January 1. A third vacation slot is available for full tour, single, or partial shifts. A single vacation period may not exceed a consecutive twelve (12)-shift period.

Examples:
Correct selections prior to January 1st:

July 3-4	Jones, White, Johnson (4)
July 3-4	Jones, White, Johnson

Incorrect selections prior to January 1st:

July 3-4	Jones, White (4), Johnson (4)
July 3-4	Jones, White (3), Johnson (4)

Two of the three vacation slots are reserved for full duty cycle (tour) vacations until January 1. Therefore, in this example Johnson could not schedule a single or partial shift during the selection process as White had already selected a single shift during the tour.

Floating Shifts:

Floating shifts may be chosen first come first serve after January 1st and may be used in any open vacation slot. Floating shifts may be taken as full shifts, or as partial (12-hour) shifts. Vacation slots must be picked by 7:00 a.m. of the day chosen.

A fourth floating vacation slot is available after January 1st only when scheduled staffing is such that a fourth vacation slot will not cause a drop below minimum staffing levels. An employee using a fourth vacation slot must provide a standby to cover the vacation shift in the event said vacation shift would cause a call back. The standby must be available until 0700 of the shift taken.

Floating shifts used for the purpose of time trades will not result in any additional expense to the City (i.e., you must have a standby in the event the shift is in a call back situation).

The Fire-EMS Chief may allow re-selection in the event vacation slots become available after December 31. Vacation hours may be used in the event of an emergency with the approval of the on-duty Battalion Chief. Only in this use can vacation be taken in increments other than 12 or 24 hours.

Holidays:

If a shift employee is on vacation, and his/her assigned platoon works a holiday, he/she shall be granted another shift of vacation (i.e. a "replacement" holiday shift), but said employee shall not be eligible to receive compensation for such holiday at double time. If an employee chooses to take a replacement holiday shift on a holiday, no extra time shall be granted, nor shall the employee be paid double time for such a day of vacation.

Day Personnel:

Effective July 1, 2010, the vacation shall be as follows:

A. Service less than nine years – 14 business days (4.31 hours per bi-weekly pay period);

B. Nine years, but less than fifteen – 20 business days (6.15 hours per bi-weekly pay period); and,

C. Fifteen years, but less than twenty – 24 business days (7.38 hours per bi-weekly pay period).

D. Twenty years or more – 25 business days (7.69 hours per bi-weekly pay period).

A business "day" equals eight (8) hours.

In reference to the vacation selection process, an employee's anniversary date shall be the date of hiring. Vacation time shall be taken when such time does not impair the operational needs of the Fire-EMS Department and notice shall be given to the employee's supervisor prior to the requested vacation time.

Day personnel will have a maximum accrual limit of two hundred twenty (220) hours. Vacation balances shall not be negative.

Upon separation of employment with the City of Casper, up to a maximum of three hundred sixty-nine (369) hours of the employee's accrued vacation time shall be paid to him/her in accordance with the hourly rate the employee was receiving at the time of separation from service. Any vacation balance in excess of three hundred sixty-nine (369) hours shall not be compensated to the employee by the City of Casper. In the event of death of an employee all of the employee's accrued vacation time, at the time of death, shall be paid to his/her estate in accordance with the hourly rate the employee was receiving at the time of his/her death.

Section 10 - Holidays.

All shift personnel whose duty cycle begins at 8:00 a.m. on any of the following listed dates shall be compensated for such work at two (2) times their base pay, provided, however, they actually work such duty cycle on the actual day of the holiday.

2020	2021	2022
July 4	January 1	January 1
September 7	February 15	February 21
October 12	May 31	May 30
November 11	July 4	
November 26	September 6	
November 27	October 11	
December 25	November 11	
	November 25	
	November 26	
	December 25	

In the event the City of Casper grants any City employees more than ten (10) holidays annually, employees shall be granted such additional holiday or holidays nearest to Christmas Eve or New Year's Eve

Platoon employees who work on any of the above dates shall be compensated as above. Day personnel shall observe the holiday recognized by general City employees for those holidays listed above.

Employees on leaves without pay are not eligible for holiday pay.

Section 11 - Sick Leave. ("Sick" and "disability" are interchangeable in this agreement.)

A. Platoon Personnel: Sick leave for non-duty connected injury or illness shall be accrued at the rate of 6.63 hours per 12-day work period or 8.4 shifts per year. Sick leave shall be charged per hour used. Sick leave accumulation shall commence at date of employment.

B. Day Personnel: Sick leave for non-duty connected injury or illness shall be accrued at the rate of 5.54 hours per bi-weekly pay period, one and one-half (1-1/2) days per month eighteen (18) days per year of continued employment.

C. Sick leave shall be granted upon request, provided that the Fire-EMS Chief may require a written affidavit of the employee or a written doctor's statement before approving the use of sick leave pay. Employees shall be charged for one (1) hour of sick leave for every hour of sick leave used, calculated to the nearest hour within a one (1) hour minimum.

D. Sick leave may be used for medical conditions in the immediate family.

E. Sick leave (up to 48-hours per instance) may be used for attendance at the employee's child's delivery. Up to an additional 48-hours may be used upon approval of the Fire-EMS Chief in extenuating circumstances.

F. Up to 48-hours of bereavement leave may be used for death in the immediate family. This bereavement leave will not be deducted from the employee's sick leave bank. Shifts of sick leave shall be granted with the approval of the Fire-EMS Chief in extenuating circumstances. Immediate family shall be defined as parent, grandparent, brother, sister, child, grandchild, or spouse and equivalent relations by marriage. Up to 48-hours of sick leave can be used in the case of death of the employee's and by marriage equivalent: aunt, uncle, niece, or nephew. Additional shifts of sick leave shall be granted with the approval of the Fire-EMS Chief.

G. Sick leave shall be accrued by employees without limit.

The City will provide a payout in July 2020, for all Union members that had an individual disability leave balance as of July 11, 2018. The payout will be either based upon the employee's disability leave balance as of June 11, 2020, or frozen balance as of July 11, 2018, whichever is lower. The payout will be calculated by determining one-half (1/2) of the qualified employee's disability leave balance, not to exceed one-fourth (1/4) of the employee's annual scheduled hours of work. The qualified employees will be allowed to keep the disability leave hours in their disability bank, even after the payout occurs. With this payout, there is to be no expectation for any future disability leave payouts.

H. Sick leave will be available to employees who trade time, upon the approval of the Battalion Chief or Station Captain. Refer to Section 19 on shift exchange.

I. Any false representation, when substantiated by a medical doctor, chosen and paid by the City, made by an employee in connection with a claim for sick leave benefits shall be deemed just cause for discipline.

J. For shift personnel, sick leave will not be used for non-departmental scheduled medical appointments without prior approval of a supervisor.

Section 12 - Injury Leave.

A. Whenever a classified employee of the Fire-EMS Department is injured while within the scope of his job responsibilities, he/she shall apply for benefits as provided by the Wyoming Worker's Compensation Act. The employee also shall have the option of using sick leave and, when sick leave is exhausted, vacation, to bridge and/or supplement worker's compensation benefits.

In the event of a duty-connected injury which necessitates an absence from duty for less than 72 consecutive hours, the employee shall have the option of using up to 48-hours of sick leave for said injury. In the event of a duty-connected injury which necessitates an absence of 72 consecutive hours or more, the employee shall have the option of using sick leave and, when sick leave is exhausted, vacation at the rate of 8 hours for each 24- hour absence from duty due to compensable injury. The option to use sick leave or vacation to supplement worker's compensation payments shall cease as of the earliest date that the employee is eligible for retirement or disability pension in accordance with the provisions of the Firemen Pensions and Death Benefits Act.

B. In the event that a Worker's Compensation Claim is approved and subsequently it is found that just cause exists to contest said claim, Management may file a grievance, as provided for herein, prior to taking any other remedial action.

C. Any false representation made by an employee in connection with a claim for State Compensation benefits shall be deemed just cause for discipline.

D. Employees returning from injury leave refer to the physical fitness section of the Fire-EMS Department Policy Manual for return to full duty requirements.

E. Temporary light duty work agreements shall be at the discretion of the Fire-EMS Chief. Temporary light duty work assignments will not start without a note listing specific restrictions from the medical care provider that the employee is being treated by. The note of restrictions shall be provided to Risk Management who is responsible for creating and maintaining all temporary light duty work agreements. Temporary light duty work assignments shall begin at the beginning of the next closest pay period being able to return to work in a light duty capacity.

During the time employees are in a temporary light duty capacity, vacation and sick leave accruals will remain at the Platoon accrual rate.

Section 13 - Family and Medical Leave Policy.

The City will abide by the provisions of the Family and Medical Leave Act of 1993, and employees will be covered by the City-wide policies related thereto, as they are amended from time to time. An employee shall have the right to use accrued disability, vacation and comp time for any injury or disability (including disabilities that qualify under the Firefighter Presumptive Disability for Certain Diseases Act, Wyoming Statute Sections 27-15-101 *et seq.*), regardless of any FMLA time period until the employee is able to return to light or full duty, is eligible for retirement, or qualifies for a disability pension. The Fire-EMS Chief reserves the right to request fitness for duty, functional capacity, or other medical or physical examinations during any disability leave period.

Section 14 - Career Development.

Employees may be granted time and expenses to attend conferences, conventions, and schools each year. Employees attending approved career development opportunities will be granted education hours, in addition to the travel, classroom attendance, and homework hours, to maintain regular scheduled work period hours.

Expenses shall include lodging, air transportation, ground transportation, tuition, and meals. All requests for schools and conferences shall be made to the Fire-EMS Chief or his designee. Time off will be granted based upon operational needs of the Fire-EMS Department.

Section 15 - Incentive Pay (State of Wyoming Certification and Education).

The following grid stipulates incentive pay that will apply to all employees covered by this Agreement. The incentive percentages shown on the grid are to be applied to the employees then hourly rate of pay to determine the amount of the additional incentive pay, which percentages, in no event, shall accumulate to a total of more than of 7.5%. Incentive pay may change from year to year depending on what certifications and/or education is achieved. It is the responsibility of the employee to provide the Fire-EMS Chief a copy of the certification and/or education upon receipt of certification/degree and immediately upon a change or the expiration of certification(s). Positions authorized to receive said incentive pay will be at the discretion of the Fire-EMS Chief.

1% Incentive	2.5% Incentive	3.5% Incentive	5% Incentive	7.5% Incentive
CAR SEAT TECHNICIAN	EMT – INTERMEDIATE	B.A./B.S.	EXECUTIVE FIRE OFFICER	PARAMEDIC
HAZMAT TECHNICIAN	P.O.S.T.		M.A./M.S.	
PLATOON COORDINATOR	A.A./A.S.			
SCBA				
PIO				
EMT - ADVANCED				
FIRE & EXPLOSION INVESTIGATOR				
FIRE PLANS EXAMINER				
ENGINEERING TECHNOLOGIES TECHNICIAN				
FIRE PROTECTION SPECIALIST TECHNICIAN				

Those who currently receive incentive pay of $0.10/hour for 32 credit hours will be grandfathered and shall continue receiving this rate of incentive pay. As of the date of this Agreement, those who are grandfathered in will be the only ones to receive incentive pay for 32 credit hours.

All accreditation must be sanctioned by institutions governed under the American Council on Education and verification must be presented to the Fire-EMS Chief, or his designee, prior to payment. All degrees must be in Fire Science, Public Administration, Business Administration, Health Sciences, Education, or a related field.
Tuition reimbursement shall follow the City's Tuition reimbursement program (Appendix A).

Section 16 - Rule Changes.

The Union shall be given vocal consideration of rule changes proposed by the City to the Civil Service Commission.

Section 17 - Union Business.

A. The Union shall notify the Fire-EMS Chief of the names of the Officers of the Union within at least one week following their designation. When approved by the Fire-EMS Chief, the President, or in his absence, the Vice-President and the Secretary-Treasurer, shall be allowed time off to attend Local 904 Union meetings. Said approval shall be granted by the Fire-EMS Chief when said leave would not disrupt or interfere with the service of the Department. In determining whether or not to grant such leave, the relative interests of the parties and the circumstances of the parties at the time such leave is requested shall be considered, as well as the purposes for the leave. The Union shall endeavor to conduct all necessary Union business during the non-working time of the greatest number of employees required for such business.

B. When approved by the Fire-EMS Chief, four (4) members of the Union Negotiating Committee shall be granted leave from duty with full pay for all meetings between the City and the Union for the purpose of negotiating the terms of an agreement, when such meetings take place at a time during which such members are scheduled to be on duty. Said approval shall be granted by the Fire-EMS Chief when said leave would not disrupt or interfere with the service of the Department. In determining whether or not to grant such leave, the relative interests of the parties and the circumstances of the parties at the time such leave is requested shall be considered, as well as the purposes for the leave.

C. Four (4) members of the Union Grievance Committee shall be granted leave from duty with full pay for all meetings between the City and the Union, for the purpose of processing grievances, when such meetings take place at a time during which such members are scheduled to be on duty, provided that such time off shall not interfere with the administration and operation of the Fire-EMS Department.

D. The President and the Vice-President, or their authorized representative, shall be allowed a combined total of six (6) calendar days per year off with pay to attend I.A.F.F. seminars and conventions, Federated Fire Fighters of Wyoming organization meetings, negotiation sessions, labor/management meetings, or preparation for negotiations, or meetings between City and Union. In no case may more than two (2) on- duty employees be absent from

work at any given time. The Fire-EMS Chief must be notified in advance of said absences, except in extenuating or aggravating circumstances.
In addition, whenever the above representatives are working on legislative problems of mutual interest to the City and the Union, as agreed upon by the Union President and the City Manager such as revenue legislation, pension meetings with the Wyoming Association of Municipalities, or with a State legislative committee, they shall be allowed time off with pay to attend these meetings.

E. No employee shall leave his/her assigned job or position without first duly reporting to his/her supervisor when he/she leaves and immediately upon his/her return.

F. Members of the Union are permitted to attend the Legislative Session for any purpose, except that such attendance shall not be at a time when the employee is being compensated by the City, unless such payment is as a result of a shift exchange as provided in the first paragraph of Section 19 of this Article.

Section 18 - Public Service.

Any member of the Fire-EMS Department who is appointed to a City-related public office, governmental commission, or governmental committee, which shall not be a full-time position, may be granted leave from duty without loss of seniority or other benefits upon the approval of the Fire-EMS Chief. In this instance, the City will pay, in wages, the difference between any payment received for said service/s, if any, and wages for the employee's regularly scheduled work period.

Section 19 - Shift Exchange.

SHIFT EXCHANGE FOR LEGISLATIVE USE:

For purposes of the provisions of Article IV, Section 17(f), employees may, by agreement between themselves, exchange shifts so long as: (1) a suitable replacement is provided by the employee attending the Legislative session; (2) attendance by the employee at the Legislative session results in no added cost to the City; Shift exchanges under this Section may be canceled by the Fire-EMS Chief, or his/her designee, if such cancellation is necessary to insure full shift strength, or in the event of an emergency.

SHIFT EXCHANGE FOR GENERAL PURPOSES:

Exclusive of the provisions of Article IV, Section 17(f), employees may by agreement between themselves, exchange not to exceed 26 shifts annually with the consent of their superior. Shift exchanges for attendance at National Guard Camp, or donation of time by employees to any member representing the Union in Local 904 affairs, shall be permitted, but lists setting out such replacements and shifts to be served must be submitted to the Fire-EMS Chief fifteen (15) calendar days prior to departure, except in extenuating and aggravating circumstances.

Sick leave will be available to employees who trade time, upon the approval of the Battalion Chief or Station Captain. The Battalion Chief may ask the employee to report to the station to verify the

illness or injury. Employees who use sick leave on a time trade will be required to report the hours as "time trade disability". Employees will not receive payment for time trade disability hours, but will have those hours deducted from their disability bank.

The Union holds the City harmless from any action or inaction due to exchanged shifts. In the event an employee terminates employment, all shift exchange obligations are the responsibility of all individuals involved. Employees may not project termination dates, (except in some retirement situations to meet service requirements) to include any form of paid time off.

Section 20 - Off-Duty Work.

The use of off-duty time by a member of the Fire-EMS Department, when not in uniform, shall not be subject to any restriction by the City, except as to avoid overtime pay as provided under applicable labor laws and regulations, provided that no such use of off-duty time shall materially interfere with such member's performance while on duty, nor promote conflict of interest.

Section 21 - Union Representation

Employees have the right to Union representation at a disciplinary meeting. It is the employee's responsibility to request Union representation. Union representation is defined as a Local 904 member that is a current Executive Board Member. Management is defined as the Fire-EMS Chief or his or her designee.

- Management may not select the Union representative for the employee.
- Management should allow time for the employee to consult with a Union representative before the meeting. Work time must be granted if the expediency of the meeting does not allow for the use of personal time for this consultation.
- Management cannot require the Union representative to remain silent throughout the meeting.
- Employees cannot unreasonably delay the disciplinary meeting by insisting on a Union representative who is absent from the work site when there is another representative available.
- The Union representative shall not transform the meeting into an adversarial confrontation between the Union and the employer.
- If Union representation is requested, then both management and Union representation shall keep official minutes of the disciplinary sessions. Both parties shall exchange copies of the minutes at the end of the meeting for edit and approval. The parties shall jointly initial minutes mutually approved. The format of the minutes will be a brief summary rather than a verbatim record.

Section 22 - On-Call Time

Fire-EMS Members that are assigned to the Community Risk Reduction (CRR) Division as a CRR Officer I or II, may be required to be placed on a rotating On-Call schedule. This schedule will be

seven (7) days in length. While On-Call, the employee may be required to report to work to perform work related duties.

When CRR Officers are placed on the On-Call schedule they shall be compensated at one hour of base pay per day On-Call, for a total of seven (7) hours additional pay for their On-Call schedule. In the event that a CRR Officer is called to report to duty after regular scheduled work hours, that employee will be compensated accordingly to the overtime rules as described in Section 4 –Overtime of this contract.

Section 23 - Acting Pay

Fire-EMS Members acting in the rank of Captain, and above, will be compensated with a 5% increase on base wage while serving in a capacity with authority and responsibilities of a higher job level. The Member must be designated to work in the acting capacity by the Fire-EMS Chief. Acting pay will be designated for all unplanned absences that are anticipated to last no less than ten (10) shifts. The designated employee shall receive acting pay for the duration of their assignment.

ARTICLE V

MISCELLANEOUS

Section 1 - Seniority and Promotions.

The Fire-EMS Chief will establish a department seniority list, and it will be brought up to date on or before November 1st each year. The seniority list shall be immediately posted in an accessible location to all employees. Any objections to the seniority list as posted will be reported to the Fire-EMS Chief within ten (10) days, or it will stand approved. Management reserves the right to move employees among platoons as needed to accommodate promotions, specialties, shortages, etc. at any time in the sole discretion of management.

Station assignments may be changed annually, or as determined necessary by management.

Any employee, after holding a position or rank, will not be subject to re-examination for the same position when such transfer is requested by Management. In order to facilitate a return to a previously held position, the most junior person in that class will be returned to the rank previously held. Any classified employee reassigned to a lower position or class due to a decision by Management other than for failure of probation will, for a period of three (3) years following said reassignment, be certified as "number one" on any existing or subsequent promotional lists for the permanent position from which employee was reassigned. All non-management promotions will be announced within fourteen (14) days from the time of such vacancy, and must come from the active promotions list at the time of the vacancy. Said promotion shall be effective at the beginning of the next full pay period. The City shall attempt promotions to management positions within sixty (60) days for Deputy Chiefs and ninety (90) days for Fire-EMS Chief of such vacancy, except in the case of a reduction in force, or where appropriate, the City Manager may have a reasonable extension of time, if a certified promotional list exists. The City will hold examinations as often

as needed to insure the current status of eligibility lists for non-management positions. All promotions will be subject to a twelve (12) month probation period. All eligibility lists will remain in effect for a period of two (2) years following the date of certification by the Civil Service Commission.

All pay changes, including promotions, that occur any time within a 12-day work period are effective the first day of the period.

Fire employees who elect, either through promotion or transfer, to move from shift work to days or vice versa will be subject to benefit conversion. The benefit conversion will be calculated under the appropriate following formula:

Shift to days:

$$\frac{\text{2080 (annual days hours)}}{\text{2920 (annual shift hours)}} = (0.7)$$

shift disability leave hours balance x 0.7 = day balance conversion
shift vacation leave hours balance x 0.7 = day balance conversion

Days to shift:

$$\frac{\text{2920 (annual shift hours)}}{\text{2080 (annual days hours)}} = (1.4)$$

day disability leave hours balance x 1.4 = shift balance conversion
day vacation leave hours balance x 1.4 = shift balance conversion

Section 2 - Training, Physical Conditioning and Health Evaluation.

The City and the Union agree that physical fitness of all employees is desirable for prevention and mitigation of injury, as well as providing fit employees capable of meeting the demands required of them. As such, management shall implement a plan of physical fitness to include:

A. Participation in a regularly scheduled physical fitness program for all departmental employees, each shift or day, to be noted on the performance evaluation.

B. An annual test, agreed upon by management and the Union, to measure the physical ability of each individual in accordance with performance standards established by management and based upon job related standards. Results of individual and overall performance standards shall be made available to the Fire-EMS Chief within ten (10) working days of testing.

C. Annual physical assessments will be performed by all employees covered by this collective bargaining agreement. Assessments and results will be strictly confidential. Assessments will be conducted six months opposite the scheduling of the annual physical fitness test. The results will not be used in any disciplinary actions against the employee. Only the

training division will store the test results. The results are only to be seen by the employee and fitness coordinator. This material will have no effect on performance evaluations or consideration for promotion. Test results will serve to assist the employee to gauge personal performance to ensure readiness for the annual physical fitness test. Fire administration will be responsible for having a minimum of three fitness coordinators; Coordinators will be educated in fitness and certified by management.

D. The City shall provide a medical examination/physical by a medical care provider that is mutually acceptable between the City and the Union. The medical examination/physical will be scheduled per the following criteria and shall include inoculations and testing in compliance with OSHA mandates and Fire-EMS Department management recommendations using the Firefighter Physical protocol as guidelines:

Under the age of forty (40) – Bi-annual
Over the age of forty (40) – Annual
Haz-Mat Technician – Annual

A stress EKG will be part of the physical examination. The frequency of the stress EKG will be as directed by a Medical Professional/Examiner based on risk factor and age recommendations.

Section 3 - Indemnification.

The City shall, upon review of the particular circumstances, save harmless and indemnify employees against any tort claim or judgment arising out of an act or omission occurring within the scope of their duties as employees, as provided by Wyoming Governmental Claims Act. The City recognizes and will abide by its obligation to the employees expressed in the Wyoming Governmental Claims Act. It's not the intention of either party that the City or the employees waive any immunity or limitation of liability.

Section 4 - Labor/Management Meetings.

The Union and the City shall establish mutually acceptable times, at least quarterly, to meet for discussion on general City policies relating to Union-Management cooperation, a review of major City programs as they relate to the firefighting function, and suitable items of general interest to the employees of the Department. These meetings shall be to encourage continued open communication between both parties and not be used to discuss alleged grievances either by the Union or by the City. The Union and the City shall meet for breakfast, or lunch, one month prior to formal negotiations to discuss matters that need to be addressed.

The Union and Department administration will establish mutually acceptable times, at least monthly, to meet for discussion on general activities and policies relating to the operations of Casper Fire-EMS. The Union and Department administration will openly communicate and work on issues in good faith with each other on department issues.

Section 5 - Committee Representation.

The Union shall have a minimum of one (1) designated person on any active City health and/or safety Committees to represent the Union and provide input.

Section 6 - Effective Date and Duration.

This Agreement shall become effective the 1st day of July 2020 and shall remain in force until a new agreement is reached between the Union and the City. This Agreement is anticipated to remain in effect until June 30, 2022.

This Agreement can only be amended by a written document signed by both parties hereto. Any request for collective bargaining concerning an agreement following the expiration of this Agreement shall be presented in writing to the other party not more than one hundred thirty (130) days, or less than one hundred twenty (120) days before the last day on which money can be appropriated by the City in the year this Agreement expires as provided by W.S. 16-4-111.

If any portion of this Agreement is determined to be illegal, unenforceable, or null and void by any tribunal of competent jurisdiction, such determination shall not affect any other clause or provision hereof. Also, this shall not give any right to either party to negotiate or renegotiate any part or all of this Agreement unless mutually agreed to in writing.

Section 7 - Custom and Usage.

Existing working conditions not specifically mentioned herein, and established prior to July 1, 1978, by custom and usage, shall not be altered during the life of the Agreement, except by mutual consent. Future working conditions can be unilaterally altered or withdrawn by Management, except in cases where said working conditions have been mutually negotiated as a part of a collective bargaining agreement, or mutually consented to as reflected in a Memorandum of Understanding. Management reserves the right to make administrative changes in operation consistent with efficiency and modern fire fighting techniques.

Section 8 - Embodiment of Agreement.

This Agreement constitutes the complete and entire agreement between the parties, and concludes collective bargaining between the parties for its term. This Agreement supersedes and cancels all prior written agreements, unless expressly stated in this Agreement or Memorandum of Understanding.

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not prevented by law or ordinance from the area of collective bargaining, and that the understandings and agreements arrived at by the parties, after the exercise of that right and opportunity, are set forth in this Agreement. Therefore, the City and the Union, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to, or covered in this Agreement, or with respect to any subject or matter not specifically referred to or

covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement.

Section 9 - City of Casper – Fire-EMS Department Drug and Alcohol Testing Policy.

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SECTION I: PURPOSE

In compliance with the Drug-free Workplace Act of 1988 and in recognition of the Fire-EMS Department's (the "Department") compelling interest in providing a work environment that is safe, healthy, and productive for employees and the public, the following policy has been accepted:

A. Employees are advised that manufacturing, distributing, dispensing, possessing, or using illegal controlled substances, including alcohol, on the job is prohibited; and there are job related penalties for violations.

B. The Department follows the City's Drug Free Workplace Policy and shall abide by its terms and conditions as part of this specific policy.

C. An employee, after being arrested for a violation of a criminal drug or alcohol law or ordinance, shall notify the Fire Chief, or his/her designee, of such arrest no later than five (5) calendar days after such arrest. Any such employee shall further notify the Fire Chief, or his/her designee, of any conviction, acquittal, deferral or other disposition of any such criminal charge or charges no later than five (5) calendar days after any such conviction, acquittal, deferral, or other disposition thereof.

SECTION II: CONSEQUENCE OF VIOLATION

Termination of employment will be recommended for any employee who tests positive for alcohol or a controlled substance pursuant to this policy. Any supervisor, who violates responsibilities identified in this policy, shall be subject to disciplinary action in accordance with the City of Casper Personnel Rules and Regulations Manual.

SECTION II: SELF DISCLOSURE

If an employee self-discloses a drug or alcohol problem to the Fire Chief and/or the Human Resources Director before being suspected of being under the influence of drugs or alcohol, or before being selected for a random test for drugs/alcohol pursuant to this policy, no disciplinary action will be taken against the employee for the act of self-disclosure. Such an employee will be advised that he or she may use accrued benefits according to the City FMLA leave policy to seek help from a Substance Abuse Professional.

SECTION III: APPLICABILITY

This policy applies to all employees covered under this collective bargaining agreement assigned to the Department.

SECTION IV: DEFINITIONS

CONTROLLED SUBSTANCE – means a controlled substance in Schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. § 812) and as further defined in Regulation 21 CFR 1308.11—1308.15.

ILLEGAL DRUGS – means any drug or controlled substance, the possession or use of which is unlawful, pursuant to any federal, state, or local laws or regulations.

UNDER THE INFLUENCE – The use or misuse of any drug or controlled substance, or alcohol that results in a positive drug/alcohol test as defined in the Section V.(C.) below.

SECTION V: PROCEDURES

The following procedures apply to all employees while on duty.

A. Prohibited Activity – Drugs

1. No employee shall illegally possess any controlled substance.

2. No employee shall ingest or inhale any illegal, controlled, or dangerous substance, unless as prescribed by a licensed medical practitioner.

   a. Employees shall notify their immediate supervisor of the employee's use of prescription medicine that may impair job performance. It is the employee's responsibility to consult with his or her doctor regarding the nature of his or her duties and the interaction with the prescribed drug. The employee shall advise the supervisor of the known side effects of the medication and the prescribed period of use. The prescribed medicine shall be taken according to the physician's instructions. The employee is not required to disclose either the condition that the medication is prescribed for or the name of the medication.

   b. Employees shall notify their supervisor immediately if they unintentionally, while on duty, ingest, inhale, etc. a controlled substance.

   c. Supervisors shall document this information through the use of an internal memorandum and maintain this memorandum in a secure location as described in Section VIII of this policy, and not in the employee's personnel file.

3. No employee shall ingest or inhale any prescribed medication in amounts beyond the recommended dosage, unless authorized by the physician.

B. Prohibited Activity – Alcohol

1. All employees are prohibited from possessing alcohol while on duty with the exception of medications containing alcohol. This section does not apply to employees handling alcohol-containing products in the performance of their duties.

2. No employee shall report for duty or remain on duty while having greater than 0.02% blood-alcohol concentration.

C. Positive Tests

1. A positive alcohol test is a test where the result is above 0.02% blood alcohol content.

2. Concentrations of an illegal drug at or above the standards set forth in 49 CFR Part 40 in the field of illegal drug testing shall be considered as a positive test, both for initial screening and confirmation. Confirmation shall be by test on a urine specimen that tested positive, on the initial screen, using a technologically different method from the initial screening method, such as gas chromatography/mass spectrometry. "Generally accepted standards" means the standards set forth in 49 CFR Part 40 and used by a certified testing laboratory used for any drug/alcohol test described in this policy.

The employee's supervisor will request an Instant Test to be performed by Urgent Care of Casper, or if unavailable, another testing facility in the discretion of supervisor, when he/she believes there are specific, articulable, and objective facts from which it is reasonable to infer that further investigation of an employee's behavior is warranted. The employee's supervisor will refer to Section IV, Testing, Subsection B. Reasonable Suspicion Testing of the Fire-EMS Department's drug and alcohol policy."

Supervisors shall reasonably detail, in writing, the specific facts, symptoms, and/or observations, as well as any corroboration, which formed the basis for their determination for requesting an Instant Test to be performed. All written reports shall be forwarded to Human Resources.

SECTION VI: TESTING

A breath, and/or a urinalysis, or saliva, test under this policy shall be used in any of the following situations:

Pre-employment testing
Reasonable suspicion and Post Accident testing
Random testing

A. Pre-employment Testing

After a conditional offer of employment and before an employee is hired, each candidate shall be tested for alcohol and controlled substances. The conditional offer shall be withdrawn if either test indicates a positive result.

B. Reasonable Suspicion and Post Accident Testing:

1. Matters and circumstances that may be considered in determining reasonable suspicion include:

   a. Information concerning a prohibited activity;

   b. The reliability of the information;

   c. The degree of corroboration;

   d. Other contributing factors;

   e. Abnormal or erratic behavior by the employee;

   f. Information concerning recent drug or alcohol use by the employee, provided by reliable and credible sources;

   g. Direct observation of drug or alcohol use prior to the time of an accident/incident and/or situation;

   h. Presence of observable symptoms consistent with drug and alcohol use; including but not limited to, glassy or bloodshot eyes, alcohol odor, slurred speech, poor coordination and/or poor reflexes;

   i. Involvement in an on-duty accident or incident. Employees who are involved in an on-duty accident or incident shall be subjected to drug and alcohol testing performed by Urgent Care of Casper, or if unavailable, another testing facility in the discretion of the Risk Manager. Post accident testing provides for a safety discount on the Workers' Compensation premium;

   j. A positive test result falls under the Drug and Alcohol Policy for City employees who are required to have a CDL.

2. Supervisors shall reasonably detail, in writing, the specific facts, symptoms, and/or observations, as well as any corroboration, which formed the basis for their determination that reasonable suspicion existed. This documentation is to be forwarded to the Fire Chief or his/her designee, and to Human Resources.

3. The facts and documentation underlying the determination of reasonable suspicion shall be disclosed to the employee at the time the demand for testing is made.

4. An employee, pending a drug/alcohol test, shall be temporarily removed from his or her job duties pending an investigation, and shall be placed on administrative leave with pay until the results of the drug/alcohol tests are received. The employee shall not be allowed to drive to or from the testing site, and the employee will be escorted to the testing facility and home by the supervisor, Fire Chief, and/or a Human Resources employee. If the employee tests positive for alcohol or drugs, the employee will continue on administrative leave, and a recommendation for termination of employment shall be made.

5. If an alcohol test is not administered within eight (8) hours or if a required controlled substance test is not administered within thirty-two (32) hours of the determination of its necessity, attempts to administer such test shall be abandoned and the reasons why the test was not administered shall be documented. Copies of this documentation shall be supplied to the Human Resources Department.

C. Random Testing

Random drug and alcohol testing shall be conducted for the Fire-EMS as follows:

1. At a minimum, employees, excluding management and secretarial staff, equal in number to ten percent (10%) of the average number of Fire-EMS positions, will be selected at random for alcohol testing each year.

2. At a minimum, employees, excluding management and secretarial staff, equal in number to twenty five percent (25%) of the average number of Fire-EMS positions, will be selected at random for controlled substance testing each year.

3. If, after any year of testing, the City Manager determines that the annual positive test rate so warrants, the percentage of random testing may be decreased or increased.

4. The method for selecting employees for testing shall be determined by the City but the method shall be scientifically valid and shall result in each Fire-EMS employee having an equal chance of being tested each time a selection is made.

5. Tests shall be unannounced and spread throughout the calendar year.

6. The Human Resources Director or his/her designee shall notify the supervisor that an employee is to be tested. The supervisor will notify the employee in person as soon as the employee arrives for work or is available during a work shift.

7. Upon notification of selection, Fire-EMS employees are to proceed immediately to the test site. Fire-EMS employees shall be accompanied to the test site by a supervisor.

SECTION VII: TESTING METHODOLOGY

A. Employees shall sign a consent form at testing facility allowing the breath, and/or urine, or saliva test to take place and permitting release of test results to the City, and for the City's use in any and all employment disciplinary or termination actions or proceedings. Employees, who refuse to sign the consent form, to be tested, or to otherwise cooperate in the testing process, shall be deemed to have tested positive and a recommendation for termination of employment shall be made.

B. Testing for drugs and alcohol and test sample verification shall be performed by certified personnel selected by the City. The test specimen for alcohol shall consist of a breath sample. The test specimen for drugs shall be urine or saliva.

C. Confirmation for a positive alcohol test shall be done by a second breath test. The employee may request, at their expense, a blood test as confirmation.

D. Confirmation for a positive drug test shall be by testing the saliva or urine specimen that tested positive, on the initial screen, by using a technologically different method from the initial screening method, such as gas chromatography/mass spectrometry. All positive drug test results shall be reviewed and interpreted by a Medical Review Officer (MRO) before they are reported to the employer. "Medical Review Officer" means the individual responsible for receiving laboratory results, who is a licensed physician. If the testing laboratory reports a positive result to the MRO, the MRO shall contact the employee, in person or by telephone, and shall conduct an interview to determine if there is an alternative medical explanation for the drugs found in the employee's urine specimen. If the MRO determines that there is a legitimate medical use of the prohibited drug, the drug test result shall be reported as negative to the employer. The MRO is designated by the City's chosen provider.

E. Each test specimen for drug testing shall be subdivided into two bottles labeled as a "primary" and a "split" specimen. Only the primary specimen is opened and used for the urinalysis. The split specimen bottle remains sealed and is stored at the laboratory. If the analysis of the primary specimen confirms the presence of a controlled substance, the employee, at her/his expense, has seventy-two (72) hours to request the split specimen be sent to another certified laboratory for analysis. The employee will be reimbursed if the confirmation shows a negative result. The MRO initiates this procedure.

F. The City shall pay the cost of all tests, which it requires. If an employee is required to submit to an examination or test, or await test results, the employee shall be paid his or her normal rate of pay during the testing and waiting period.

G. In the event that an employee to be tested for drugs appears unable to provide a urine specimen at the time of the test, he or she shall be permitted no more than three (3) hours to

give a specimen, during which time the individual shall remain in the testing area, under observation. The individual shall be given no more than forty (40) ounces of water to drink over the course of the three hours. Whenever there is a reason to believe that a specimen may have been altered or a substitution made, a second specimen shall be immediately provided by the employee. The testing facility will provide documentation to the Human Resources Director explaining the reasons for a second specimen. Failure to submit a specimen shall be considered a refusal to submit to a drug and/or alcohol test unless a physician provides a documented medical reason. A refusal to submit to the drug/alcohol test shall be deemed to be a positive test and a recommendation for termination shall be made.

H. The Human Resources Director or his/her designee shall be advised of the results of the drug and/or alcohol test by the MRO.

SECTION VIII: HANDLING TEST RESULTS, RECORD RETENTION, AND CONFIDENTIALITY

A. The Human Resources Director or her/his designee shall maintain records of alcohol, controlled substance, and drug misuse in a secure location with access restricted to the employee, the City Manager, the Human Resources Director, Human Resources Supervisor, Risk Manager, the employee's supervisor, and City legal counsel.

B. The following records shall be retained for five years:

1. Records of alcohol test results showing blood alcohol content.
2. Records of verified positive controlled substance/drug test results.
3. Documentation of refusals to take required alcohol or controlled substance/drug tests.
4. Consent to Test and Release Information forms.
5. Calibration testing records (kept at the testing/laboratory facility).

C. An employee's test results shall be available for inspection by the employee.

D. Records relating to an employee's drug/alcohol testing or misuse of drugs/alcohol may be used and disclosed in any and all termination or disciplinary actions or proceedings by the City. Such records shall not be released to other third parties without the employee's consent absent a court order, or unless otherwise contained in an order or discharge or reduction in rank issued by the Civil Service Commission of the City of Casper pursuant to Section 15-5-112 of the Wyoming Statutes.

E. An employee's supervisor shall be informed of a confirmed positive test result by the Human Resources Director or his/her designee.

F. The confidentiality of an employee's drug/alcohol testing and the records related thereto shall be waived for purposes of hearings and further proceedings if the employee appeals his/her termination, or brings or commences an action against the City in any court or administrative agency which is based on, or in any way related to the employee's drug/alcohol

test. The City shall have the right to disclose and use the employee's drug/alcohol records and documentation only in the defense of, and in the course of any such appeal, court, or administrative action.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this agreement as of the 5th day of May, 2020.

Approved as to form:

John Henley
City Attorney

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Fleur D. Tremel
City Clerk

SEAL OF THE CITY OF CASPER, WYOMING CITY CLERK

Steven K. Freel
Mayor

J. Carter Napier
City Manager

Chad Denton
Vice President
FIRE FIGHTERS LOCAL UNION 904
INTERNATIONAL ASSOCIATION
FIRE FIGHTERS, AFL-CIO

Jack L. Moore
President
FIRE FIGHTERS LOCAL UNION 904
INTERNATIONAL ASSOCIATION OF
OF FIRE FIGHTERS, AFL-CIO

APPENDIX A

TUITION REIMBURSEMENT POLICY

The City supports an employee's academic efforts, and believes in the value of education. The City will partially reimburse the employee for tuition and books for certain courses that it believes are job-related and enhances an employee's career or professional development at the City of Casper.

If an employee is a full-time employee and has worked for the City at least one (1) year, he or she may be eligible to participate in the City's tuition reimbursement program.

It should be understood that this policy covers reimbursement for college level courses. Since this type of education is voluntary on the part of the employee, the times at which the course meets are not considered hours worked (i.e., are on the employee's own time) and must not conflict with the employee's working hours unless pre-approved, in writing, by the employee's Department Head. Professional certification programs, seminars and workshops are not covered by this policy.

The amount an employee receives will depend on the City's approval, upon the grade received, and will not exceed a total annual reimbursement of $3,000 per employee per fiscal year.

To receive tuition reimbursement, an employee must apply and be approved before the course begins. This is how the program works:

1. Complete a Tuition Reimbursement Request Form found on the Intranet under "Human Resources."

2. The employee's Supervisor and Department Head approves the form and returns the signed form to Human Resources.

3. The employee pays the initial tuition and book costs.

4. Within thirty (30) days of receiving their grades, the employee should attach the tuition bill, receipts for books and the final grades to a copy of the initial Tuition Reimbursement Request Form and send them to Human Resources. No tuition reimbursement will be paid, unless documents are received by Human Resources thirty (30) days from the date the employee receives their grades.

5. Within thirty (30) days of Human Resources receiving the required information, the employee will receive a reimbursement. Reimbursement of ninety percent (90%) is offered if the employee receives a grade of "A." Reimbursement of eighty percent (80%) is offered if the employee receives a grade of "B." Reimbursement of seventy percent (70%) is offered if the employee receives a grade of "C" or "Pass." No reimbursement is provided for a grade "D", "F" or "Fail."

If an employee resigns or is terminated before receiving a grade, the employee will not be reimbursed for tuition or book expenses. If an employee resigns or is terminated within a year of receiving a reimbursement, the employee shall repay the City the full amount reimbursed. Any monies owed may be withheld from the employee's final paycheck.

April 29, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Ethan Yonker, Risk Manager

SUBJECT: Casper's Council of People with Disabilities New Member Appointments

Meeting Type & Date
Council Meeting
May 17, 2022

Action type
Minute Action

Recommendation
That Council, by Minute Action, appoint two (2) new members to Casper's Council of People with Disabilities for a term of three (3) years beginning May 26, 2022.

Summary
Casper's Council of People with Disabilities (CCPD) bylaws require that the City Council advisory group maintain between twelve and sixteen active members. Members of the Council have stepped down and asked to be removed from the membership list. To fill these voting member vacancies, the CCPD solicited applications from interested community members from March 10, 2022 to April 4, 2022. Five applications were received during the application period. At the regular business meeting on April 28, 2022, the members voted for and approved to accept two new voting members to the Council. The three other applications will be kept on file for vacancies anticipated from term completions of members in the coming months. The CCPD Chairperson recommends the appointment of the two (2) individuals as approved by the membership. An updated Officer and Membership List is attached.

Financial Considerations
None

Oversight/Project Responsibility
CCPD Chair and City of Casper CCPD Representative(s)

Attachments
CCPD Officer and Membership List

ROSTER - Casper's Council of People with Disabilities - Eff May 17, 2022
CCPD By-Laws require between 12-16 voting members.

Voting Members:

	Name	Role	Initial Term Length	Email	Phone Number
1	Ardell Breed	Member	3 year	ArdellBreed@yahoo.com	307-234-3427
2	Austin Berlin	Mamber	2 year	aberlin@wilr.org	307-266-6956
3	Bonnie Wilson	Vice-Chair	2 year	bonniewilso@gmail.com	307-267-3786
4	Copper Mack	Member	3 year	307skatepark@gmail.com	307-337-6180
5	DeOndra White	Member	3 year	dwhite3260@yahoo.com	307-247-6112
6	Ethan Yonker	Treasurer	permanent	eyonker@casperwy.gov	307-235-8212
7	John Wall	Member	2 year	johnwall63@live.com	307-472-2997
8	Linda Jones	Member	3 year	ltak7j.p@gmail.com	307-337-1405
9	Maria "Masha" Flinn	Secretary	2 year	mashaflinn@hotmail.com	435-659-0282
10	Martin Kruzich	Member	3 year	martyfred1@aol.com	307-690-8574
11	Maureen Barnes	Member	3 year	barmmranchwy@yahoo.com	307-267-0993
12	Nicole "Nikki" Green	Chairperson	3 year	nikki@aspirecasemanagement.com	307-577-0722

CCPD Liasion & Alternates

Ray Pacheco	Council Liasion	2 year	rpacheco@casperwy.gov	307-235-8224
Matthew Kowalski	Council Liasion	permanent	mattkowalski@natronacounty-wy.gov	307-235-9460

May 3, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Liz Becher, Community Development Director

Dan Elston, City Building Official

SUBJECT: Appointment of Members to the Contractors Licensing Board

Meeting Type & Date:
Regular Council Meeting, May 17, 2022.

Action Type:
Minute Action

Recommendation:
That Council, by minute action, appoint the following individuals to the Contractors Licensing Board, term expiring December 31st, 2025. The Contractors Licensing Board solicited interest from the general public for those qualified to fill the vacant positions. Letters of interest were received from Jeremiah Holtus and Ian Alvstad. Those letters were reviewed by the sitting Board Members and a motion was made, seconded and passed to forward the applicants to the City Council for appointment.

- Jeremiah Holthus – Member at Large
- Ian Alvstad – Utility Contractor

Summary:
Pursuant to the City of Casper Municipal Code Section 15.12.030 Board of Examiners-Membership-Quorum-Vacancies and removal from office, the following language governs the appointment of members, known as the Contractors Licensing Board:

A. There is established a board to be known as the Board of Examiners, consisting of seven members. The administrative authority shall serve as secretary and ex officio member of the board. The members shall residents of Natrona County and shall be appointed by the City Council.
B. The members shall consist of:
   1. A licensed master plumber;
   2. A licensed master mechanical;
   3. A licensed master electrician;
   4. A professional engineer or architect;
   5. A Class 1 general contractor;
   6. A licensed utility contractor, licensed mobile home installer or licensed boiler operator;and
   7. A member of the general public.

C. All members of the board shall serve without pay. The board shall meet monthly or at such times as necessary to conduct its business. The board shall elect its own chairman and vice- chairmen, who shall serve one-year terms, from the regular members. Four regular members shall constitute a quorum to transact business and for the performance of any duty or for the exercise of any powers of the board.

The City Council may remove any member for cause. Vacancies shall be filled by appointment of the City Council.

Oversight/Responsibility: Dan Elston, Building Official, is responsible for coordinating the Contractors Licensing Board.

Attachments:

Letter of interest by Mr. Holthus,

Letter of interest by Mr. Alvstad

CASPER WINNELSON Co.
BOX 201 – 802 EAST C STREET
CASPER, WY 82602
307/237-9503
FAX 307/265-0094

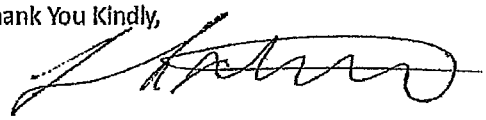
To The Honorable Mayor and Casper City Council,

Please accept this letter of interest to fill the position of Member at Large on the City of Casper Contractors Board of Licensing and Appeals.

I began my employment with Casper Winnelson CO., a local plumbing wholesaler in 2006. In 2019 I had the opportunity to take on the role of President of the company. I also benefit from the hands-on experience gained from a year working for a local plumber in 2008.

I believe the work of this board maintaining quality contractors and safety for property owners, workers and the public is essential to Casper. I would enjoy being a part of this work by serving on the board.

Thank You Kindly,



Jeremiah Holthus
President
Casper Winnelson
307-277-8362

71 Construction

7072 Barton Drive
Casper, WY 82604
Phone (307) 235-2922
Fax (307) 337-8376

January 20, 2022

To The Honorable Mayor and Casper City Council,

Please accept this letter as my letter of interest to fill the vacancy for the Excavation Contractor on the Contractors Licensing Board.

I have been in the excavation industry with 71 Construction since 2015 and have worked in multiple trades in the construction industry since 1997. I currently serve on the Apprenticeship, Environmental and Legislative Boards for the AGC of Wyoming, Advisory Board for construction curriculum at PIC and the Advisory Council for the Wyoming Association for Career and Technical Education.

As Casper's construction industry grows to meet the demands of our growing city, it is important to ensure the quality of construction meets the standard set forth by the city while fostering the opportunity for contractors to develop and grow. Additionally, it is important for our community to feel that the processes in place are in their best interest to ensure the quality and safety our local contractors provide.

The licensing board is a great avenue to achieve this. It is my hope that my experience would make me an asset to this process should I be accepted for this position.

Sincerely,

Ian Alvstad
71 Construction
Estimator/Environmental Manager

May 6, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Zulima Lopez, Parks, Recreation, & Public Facilities Director

SUBJECT: Approving Changes to the Leisure Services Advisory Board

Meeting Type & Date
Regular Council Meeting
May 17, 2022

Action Type
Resolution
Minute Action

Recommendation
That Council, by resolution, authorize the creation of the Parks and Recreation Advisory Board to replace the Leisure Services Advisory Board, and adopt the Rules as submitted. We further recommend the appointments, by Minute Action, of three (3) new members whose terms expired.

Summary
In 1994, Resolution No. 94-35 was adopted by the Casper City Council to establish and specify the duties of the Leisure Services Advisory Board. Since that time, members of the Board have worked toward their established mission of "planning, setting priorities, and providing direction for the leisure service facilities and programs in our community". This mission required close collaboration with what was formally known as the Leisure Services Department of the City of Casper. The Leisure Services Department has been restructured over the years, and since 2018, areas or programs historically referred to as "Leisure Services" have been rechristened as "Parks and Recreation".

Recently, the Board has been discussing its purpose and contributions to the recreation community, the City of Casper, and Casper City Council. The five current Board members are excited to engage with recreation facility user groups, City staff, and City Council to a greater degree than they have in recent years, in order to accomplish their intended purpose. They are requesting City Council approval to make changes that will help support this charge.

First, by unanimous vote, the members have expressed desire to change the name of the Leisure Services Advisory Board to the Parks and Recreation Advisory Board, to more closely align with its City namesake. The Board has also reviewed its operating resolution, policies, and procedures, and are requesting approval of a new resolution and operating rules to reflect the new constructs by which they wish to operate. The new rules were approved by a vote of the membership and are attached, in tandem with a proposed resolution, for Council's consideration. Finally, there are currently three Board vacancies that need to be filled. The Board solicited applications from interested community members beginning February 14, 2022. Four applications were received

during the initial review period. Applicants were interviewed by Board and City staff members. During the April Board meeting the interview panel recommended to accept three new members, which was approved by vote of the members. The Board Chairperson recommends the appointment of these three individuals. An updated membership list is attached.

Financial Considerations
None at this time

Oversight/Project Responsibility
Zulima Lopez, Parks, Recreation, & Public Facilities Director

Attachments
Resolution
Rules
Membership List

2022 PARKS AND RECREATION ADVISORY BOARD MEMBERS

Member	Term	Email
LISA ENGEBRETSEN (COUNCIL LIAISON)	*N/A*	lengebretsen@casperwy.gov
AMY CRAWFORD (CHAIR)	*Term Expires 12/31/22*	amy.onefineday@yahoo.com
DOUG FOLLICK (VICE CHAIR)	*Term Expires 12/31/22*	dougfollick@gmail.com
IAN WALKER (FILLED RESIGNED TERM)	*Term Expires 12/31/22*	ianwalker587@gmail.com
OLIVIA COLE	*Term Expires 12/31/23*	Keysgetaway111@gmail.com
DOUG HALL	*Term Expires 12/31/23*	dhall@caspercollege.edu
JASON MAGNUSON	*Term Expires 12/31/23*	jason@wyomingvapor.com
JIM De GOLIA	*Term Expires 12/31/24*	jim.degolia@gmail.com
KRISTEN GALLES	*Term Expires 12/31/24*	galleskristen@gmail.com
RANDY HEIN	*Term Expires 12/31/24*	randy@heinbond.com