COUNCIL MEETING AGENDA

Casper City Council
City Hall Council Chambers
Tuesday, October 20, 2026, at 6:00 p.m.

COUNCIL POLICY ON
PUBLIC COMMENT

I. Members of the public wishing to speak to an item already on the agenda, other than a public hearing or ordinance reading, may speak during the communications from persons present.

II. When speaking to the City Council:
- Please clearly state your name.
- Direct all questions/comments to the Mayor and only the Mayor.
- No personal obscenities or threats will be tolerated.
- 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 referred to the City Manager. Public hearing comments and presentations will be limited to five minutes or less per person, and no time extensions will be permitted.

IV. If Council chooses to address public comments, this will be done during the "Council Response" following the public comment period.

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 meeting.

VI. **Hearing assistive technology is available in the Council Chambers. For assistance, please ask a City staff member.**

Public input via email is encouraged: **CouncilComments@casperwy.gov**

Please silence cell phones during the City Council meeting

AGENDA

1. ROLL CALL & INTRODUCTIONS
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF COUNCIL MEETING MINUTES
   A. Consideration of the Minutes of the October 6, 2026, Regular Council Meeting and October 6, 2026, Executive Session
4. CONSIDERATION OF BILLS AND CLAIMS
5. BRIGHT SPOT: **Forestry Program of the Year**
6. COMMUNICATIONS
   A. From Persons Present
   B. Council Response
7. ESTABLISH DATES OF PUBLIC HEARINGS
   A. Consent
      1. Establish November 17, 2026, as the Public Hearing Date for Consideration of:
         a. A Resolution **Approving a Real Estate Purchase Agreement and Non-Exclusive Access Easement Agreement between the City of Casper and the Casper Mountain Fire Protection District** Authorizing the Conveyance of Approximately 2.16 Acres of City-Owned Property on Casper Mountain by Quitclaim Deed.
8. PUBLIC HEARINGS
   A. Ordinance
      1. An Ordinance Approving a **Final Plat to Create the Coffman Addition Subdivision** in the City of Casper, Wyoming.
      2. An Ordinance **Amending Various Sections of Title 17 of the Casper Municipal Code** to Update **Definitions and Zoning Regulation Related to Gaming and** Clarify Where Gaming Establishments May Locate.

3. An Ordinance **Creating Chapter 5.80 – Simulcasting and Pari-Mutuel Wagering** of the Casper Municipal Code.

B. Resolution

1. A Resolution Authorizing **Submission of an Application to the Wyoming Business Council's Building Resilient Communities (BRC) Grant and Loan Program** for the Construction of Critical Infrastructure for a **Workforce Housing Project.**

9. SECOND READING ORDINANCES

A. **Repealing and Replacing Title 15 of the Casper Municipal Code** to Update Building and Construction Regulations; Adopting Current Model Codes and Local Amendments.

10. THIRD READING ORDINANCES

A. An Ordinance Approving a **Final Plat to Create the Park Ridge Medical Campus No. 5 Subdivision** in the City of Casper, Wyoming.

11. RESOLUTIONS

A. Non-Consent

1. Authorizing **Change Order No. 21 for Construction Management Services** with Sampson Construction Company, Inc., for the C**asper Business Center Police Remodel Phase 3**, Project No. 23-023.

2. Authorizing **Change Order No. 1 to Agreement with Falcon Construction LLC for the Downtown Alley Paving** Project No. 24-079.

B. Consent

1. Approving the **Vacation and Final Plat Creating the Karst Addition Subdivision** and Approving the Subdivision Agreement.

2. Authorizing the **Execution of a Release of Mortgage for Property Located at 728 N. Glenarm Street**, Casper, Wyoming.

3. Authorizing a Contract for Professional Services with **Saltworx, LLC, for the 2026-2027 Street Ice Slicer Procurement.**

4. Authorizing a Temporary Use Agreement with **Christmas Delight, LLC, for the Use of the Casper Speedway.**

5. Authorizing a Perpetual License Agreement with **Bertag Properties, LLC, for Wall Alley Lighting in Relation to the City's Downtown Alley Paving**, Project No. 24-079.

6. Authorizing a Perpetual License Agreement with **Windy City Concepts, LLC, for Wall Alley Lighting in Relation to the City's Downtown Alley Paving**, Project No. 24-079.

7. Authorizing a Perpetual License Agreement with **C Dawn Stevenson Revocable Trust, for Wall Alley Lighting in Relation to the City's Downtown Alley Paving**, Project No. 24-079.

8. Authorizing Contract **Amendment No. 5** to the Agreement with **Barnum, Inc., for Construction Manager at Risk Services for North Platte River Restoration Izaak Walton Reach**, Project No. 15-66.

9. Authorizing the **Construction Manager at Risk for the Delivery Method** in Relation to the **Wyoming Water Development Commission Grant Agreement for the Casper Tank Replacement 2025**, Project No. 25-012.

10. Authorizing **Amendment No. 1** to the Professional Services Contract with **Morrison-Maierle, Inc., for the Downtown Alley Paving**, Project No. 24-079.

12. MINUTE ACTION

A. Consent

1. **Appointing One (1) New Member to Casper's Council of People with Disabilities** for a Term of Three (3) Years Beginning October 28, 2026.

2. Authorize the **Purchase of One (1) New Loader Snowplow with Wings Attachment**, in the Total Amount of $43,500.00, for **Use by the Parks Division of the Parks, Recreation, and Public Facilities Department.**

13. INTRODUCTION OF MEASURES AND PROPOSALS BY CITY COUNCIL

14. ADJOURN INTO EXECUTIVE SESSION – Personnel & Attorney Client Privilege

15. ADJOURNMENT OF REGULAR MEETING

Upcoming Council Meetings

Regular Council Meetings

6:00 p.m. Tuesday, November 3, 2026 – City Council Chambers

6:00 p.m. Tuesday, November 17, 2026 – City Council Chambers

Work Sessions

4:30 p.m. Tuesday, October 27, 2026 – Council Meeting Room

4:30 p.m. Tuesday, November 10, 2026 – Council Meeting Room

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

Casper City Council Regular Meeting Minutes
City Hall Council Chambers
October 6, 2026, at 6:00 p.m.

1. ROLL CALL & INTRODUCTIONS

Mayor Pacheco called the meeting to order at 6:00 p.m.
Present: Pacheco, Gamroth, Larson, Sweeney, Bond, Jensen, McIntosh, and Haskins.
(Excuse Councilors Pollock's Absence - Motion: Bond, Second: Sweeney; Approved 8-0-0).

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

Approving Minutes of September 15, 2026, Regular Council Meeting and the September 15, 2026, Executive Session (Motion: McIntosh, Second: Haskins; Approved 8-0-0).

4.A. APPROVAL OF BILLS & CLAIMS

Approving the October 6, 2026, Bills & Claims. (Motion: Gamroth, Second: Haskins; Approved 8-0-0).

October 6, 2026, Bills & Claims

71Const	Goods	127,173.09
307Cblng	Services	2,800.00
307CllsnCntr	Services	1,975.47
908Dvcs	Goods	423.00
5150TrsmDvlpmnt	Services	75.00
ABell	Reimb	235.07
AChesser	Refund	124.13
AGrijalva	Refund	34.97
AAALndscpng	Services	5,866.35
AbyMnfctrng	Goods	159.69
AdvncdTrfcPrdcts	Goods	9,314.00
AirCmfrtCmplt	Services	2,133.50
Airgas	Goods	888.96
AllTrees	Services	600.00
Alsco	Services	1,896.67
AMBI	Services	13,511.28
AmndsnAsscts	Services	46,684.30
AndritzSprtn	Goods	22,108.07
AppldCncpts	Goods	4,460.00

ASBSprtsAcqstn	Goods	2,074.87
AT&T	Services	11,258.31
Atlas	Goods	3,152.68
AutoGlassPro	Services	250.00
BKellick	Reimb	194.24
BShipman	Reimb	112.82
BWalker	Services	794.80
BWorley	Reimb	155.36
BrgrnEllngsn	Goods	4,794.47
BattleRdgBldrs	Services	946,677.70
BigHrnTire	Goods	392.50
BlkHillsEnrgy	Utilities	9,145.43
BottomRck	Refund	32.89
BrntagPcfc	Goods	40,957.40
Brns&McDnlEngnrng	Services	3,970.89
CNorwood	Services	70.00
CRickett	Reimb	141.71
CTooke	Refund	11.18
C&CSply	Goods	200.12
CptlBusnsSystm	Services	541.88
CarahsftTchnlgy	Services	9,634.95
CsprAcntngSltns	Services	253.75
CsprAreaEcnmcDvlpmnt	Services	27,840.00
CsprChmbrOfComm	Services	45.00
CsprCollege	Services	975.00
CsprNCHealth	Services	100,000.00
CsprTire	Services	2,296.00
CntrlWyoCnslngCntr	Services	5,250.00
CWRWS	Goods	1,452,190.92
CntryLnk	Utilities	12,838.18
ChpmnVldz&Lnsng	Services	6,883.48
CtyCspr	Services	261,016.30

CivilEngnrng	Services	90,915.05
ClnClb307	Services	19,986.00
CocaCola	Services	48.75
ClctnCntr	Services	239.86
ClmnSftwrPBC	Services	2,158.00
CommTech	Services	2,956.69
CPU	Goods	14,238.54
CnsnsCldSltns	Services	189.90
Cnvrgn	Services	67,274.12
Core&Main	Goods	4,004.97
CowboySplyHse	Goods	1,015.02
CrzySeabee	Goods	600.00
CreedCmpns	Services	175.00
CrwnCnstrctn	Goods	12,000.00
CrumElctrcSply	Goods	11.88
CSCnsltng	Services	191.00
CrbAppealPntng	Services	11,000.00
DClausen	Refund	131.90
DStrzesak	Refund	54.01
DvdStStation	Refund	1,325.00
DckrAuto	Services	700.00
Dscntcell	Services	1,287.50
DKHaulng	Services	120.00
DogWstDpt	Goods	3,194.10
DynmcCntrls	Services	461.97
EBouissey	Refund	81.38
EChapman	Refund	23.62
E&FTowng	Services	60.00
EmrgncyMdclPhyscns	Services	1,200.00
EnrgyLabs	Services	8,325.00
EngnrngDsgn	Services	437.50
ETCInst	Services	8,000.00

ErfnsEtnAnlytcl	Services	287.18
ExprsSrvcs	Services	1,583.15
FHiday	Reimb	252.22
FlcnCnstrctn	Services	38,232.81
Fehr&Peers	Services	21,938.54
FrgsnEnt	Goods	47,377.32
FrstDueHldngs	Services	16,135.74
FIB	Goods	996.28
GameTime	Goods	927.07
GeosyntcCnsltnts	Services	24,324.31
GblSmpsnAssoc	Goods	517.00
GrtWstrnRcrtn	Goods	15,311.61
GWMchncl	Services	1,900.00
HRistau	Refund	200.00
Hach	Goods	10,417.92
Hwkns	Goods	1,438.92
HrtgLndscpSplyGrp	Goods	694.65
Homax	Goods	155,649.95
HoodsEqpmt	Goods	1,464.00
IdexxDstrbtn	Goods	2,312.06
Instltn&Srvc	Services	764,491.51
IntrmtnMtrSprts	Goods	911.34
JEberhardt	Refund	161.09
JMosier	Reimb	87.04
JRobertson	Refund	17.95
JScott	Reimb	3,000.00
JStrickland	Reimb	150.00
JNCInvstmnts	Services	533.32
JhnsnRstrnt	Services	9,240.00
JonasSftwr	Services	349.00
JTRExcvtn	Services	2,850.00
JWCEnvrnmntl	Goods	931.33

KHatfields	Reimb	113.04
KHumbles	Reimb	150.00
KSuedes	Refund	58.64
Kinsco	Goods	11,172.00
KtchnSocial	Goods	356.26
KLJSltnsHldng	Services	4,429.47
KnfRvr	Goods	94,143.46
KnghtEqpmnt	Services	2,700.00
Kone	Services	20,597.77
KubwtrRes	Goods	5,640.78
LamarOutdrAdvrtsng	Goods	900.00
LaramiePeakMtrs	Goods	43,050.00
LeisureDsgnSystms	Services	1,845.12
Leon'sLndscpng	Services	1,830.50
LocalLwnCare	Services	1,080.00
LngBldgTech	Services	895.05
MFurman	Refund	20.38
MGurney	Refund	63.61
MHiggins	Services	1,730.00
MCCI	Services	12,170.87
MdwstWldng	Refund	66.41
MLAuto	Services	330.00
MoblCncrte	Goods	1,671.00
MoblMessiah	Services	525.00
MoboTrex	Goods	5,364.00
MrsnMaierle	Services	691.00
MotorlaSltns	Services	24,836.91
MtnAlrmFire&Scrty	Services	2,641.25
MtnStLitho	Services	1,695.61
MtnStSystms	Goods	20,228.40
MtnWstTech	Services	818.64
MuniEmrgncySrvc	Goods	3,663.46

NBennett	Refund	182.00
NLange	Reimb	184.49
Napa	Goods	136,136.61
NCSO	Services	7,500.00
Norco	Goods	1,248.98
OftdlCnstrctn	Services	144,079.26
OneCall	Services	1,790.25
OwInvstrs	Services	31,276.00
PMiller	Refund	134.97
PNiper	Reimb	121.49
PacificHide&Fur	Goods	137.01
Pelicncrp	Services	1,293.57
PltInstitute	Services	124.00
PioneerMnfctrng	Goods	2,859.68
PlatteRvrCrsng	Services	98,891.20
PndrsaBldrs	Services	20,398.05
PstlPros	Services	14,033.03
PwrPhn	Services	12,772.48
PPTHldngs	Services	6,121.08
ProfrcMrktng	Goods	24,805.69
PVSDx	Goods	14,508.83
RmshrnCnstrctn	Services	122,712.56
RapidFirePrtctn	Services	1,888.00
RGB	Services	110.00
Ricoh	Services	9.04
RckyMtnAirSltns	Goods	8,482.09
RckyMtnOilfieldWhse	Goods	2,760.00
RckyMtnPwr	Utilities	309,390.08
RockyMtnPPE	Goods	1,645.16
RootrSwr	Services	7,461.36
SBacon	Refund	85.74
SCisneros	Refund	129.02

Samsara	Goods	4,001.05
Sawyer	Services	177.00
SCSInc	Services	335,699.08
SheetMtlSpclts	Services	10,750.00
Shrts&More	Goods	1,400.00
ShoshneDstrbtng	Goods	822.00
SkylneRnchs	Services	615.59
Smrsh	Services	273.69
SmthPsych	Services	28,198.60
SftDr	Services	74.86
Sonny'sRV	Goods	248.62
SourceEqpmnt	Goods	16,366.30
StntcCnsltng	Services	41,621.00
StOfWyo	Services	400,490.16
StellrPrgrmng	Services	185.00
StrlngInfosystms	Services	1,240.54
SummitElctrc	Services	1,776.88
33MileRd	Services	191.50
TArmijo	Reimb	180.53
T-Mbl	Services	401.33
TrgtsltnsLrng	Services	842.16
Thtchr	Goods	64,077.74
TheWash	Services	80.61
ThomsnReutrs	Goods	1,211.46
TopOffcPrdcts	Goods	295.47
TrnsrcTrck&Eqpmnt	Goods	68,688.60
UltmtTrngMntns	Goods	4,918.19
Unifrms2Gear	Goods	2,941.32
UVSales	Goods	28,524.00
VrznWrls	Services	1,970.05
VersaCmnctns	Services	845.15
VoiancLanguageSrvc	Services	39.96

VRC	Services	163.73
WByerly	Reimb	304.41
Wtl&DaubCntrctrs	Services	93,098.10
WstrnBusSltns	Services	800.00
WstLndPrk	Services	2,136.19
WilliamsPrtr,Day&Nvl	Services	1,467.50
WLCEngnrng	Services	362.50
WWCEngnrng	Services	33,858.13
WyattElctrc	Services	4,136.79
Wyo1stAid	Goods	422.89
WLEA	Services	7,919.45
WyoMchnry	Services	33,400.22
WyoSftySply	Goods	127.09
WyoSteel&Rcyclng	Services	4,130.00
WyoWtrQualty&Pollutn	Services	425.00
ZollMdclCorp	Services	7,319.36
ZonrSystms	Services	514.08
Total		6,970,190.68

5. PROCLAMATION: Fire Prevention Week

Mayor Pacheco welcomed Casper Fire Department staff to the meeting to say a few words before reading the proclamation.

6. COMMUNICATIONS: From Persons Present & Council Response

Citizens speaking to Council were: Ross Schriftman regarding budget amendment concerns.

Council Response: Vice Mayor Gamroth stated that construction costs have increase the price of projects in recent years.

7.A. ESTABLISH DATES OF PUBLIC HEARING

1. **Establish October 20, 2026, as the Public Hearing Date for Consideration of:**
   a. An Ordinance Amending Various Sections of Title 17 of the Casper Municipal Code to Update Definitions and Zoning Regulation Related to Gaming and Clarify Where Gaming Establishments May Locate.
   b. An Ordinance Creating Chapter 5.80 – Simulcasting and Pari-Mutuel Wagering of the Casper Municipal Code.
   c. An Ordinance Approving a Final Plat to Create the Coffman Addition Subdivision in the City of Casper, Wyoming.

d. A Resolution Authorizing Submission of an Application to the Wyoming Business Council's Building Resilient Communities (BRC) Grant and Loan Program for the Construction of Critical Infrastructure for a Workforce Housing Project.

(Motion: McIntosh, Second: Haskins; 7.A.1.a.: No Votes: Sweeney, Jensen, & Haskins, Approved 5-3-0; 7.A.1.b., 7.A.1.c., & 7.A.1.d.: Approved 8-0-0)

8. PUBLIC HEARINGS

A.1. ORDINANCE NO. 15-26: An Ordinance Repealing and Replacing Title 15 of the Casper Municipal Code to Update Building and Construction Regulations; Adopting Current Model Codes and Local Amendments

Mayor Pacheco declared the public hearing open. City Attorney Nelson entered exhibits into the record. No speakers speaking in favor or in opposition. Mayor Pacheco declared the public hearing closed.

(Approve on 1st Reading - Motion: Gamroth, Second: Bond; No Votes: Jensen & Sweeney, Approved 6-2-0)

A.2. ORDINANCE NO. 13-26: An Ordinance Approving an Annexation, Annexation Agreement and Zoning for a 0.5-Acre Portion of Tract 7, Bryan-Stanko Subdivision, Located at 2583 Bryan-Evansville Road

Mayor Pacheco declared the public hearing open. City Attorney Nelson entered exhibits into the record. Speaking in favor: Julie & Bruce Hitt. No speakers in opposition. Mayor Pacheco declared the public hearing closed.

(Approve on 1st Reading: McIntosh, Second: Gamroth; Approved 8-0-0)

B.1. RESOLUTION NO. 26-223: A Resolution for the Adoption of Budget Amendment #1 to the Fiscal Year 2027 Adopted Budget.

Mayor Pacheco declared the public hearing open. City Attorney Nelson entered exhibits into the record. No speakers speaking in favor or in opposition. Mayor Pacheco declared the public hearing closed.

(Approve Resolution - Motion: Bond, McIntosh: Haskins; Approved 8-0-0)

9. SECOND READING ORDINANCE

A. **ORDINANCE NO. 12-26: An Ordinance Approving a Final Plat to Create the Park Ridge Medical Campus No. 5 Subdivision in the City of Casper, Wyoming.**
(Approve on 2nd Reading - Motion: McIntosh, Second: Gamroth; Approved 8-0-0).

B. **ORDINANCE NO. 13-26: An Ordinance Approving an Annexation, Annexation Agreement and Zoning for a 0.5-Acre Portion of Tract 7, Bryan-Stanko Subdivision, Located at 2583 Bryan-Evansville Road.**
(Approve on 2nd Reading - Motion: McIntosh, Second: Gamroth; Approved 8-0-0).

C. **ORDINANCE NO. 14-26: An Ordinance Approving an Annexation, Final Plat, Subdivision Agreement and Zoning for the Nissen Addition Subdivision.**
(Approve on 2nd Reading - Motion: McIntosh, Second: Gamroth; Approved 8-0-0)

10. THIRD READING ORDINANCE

A.1. ORDINANCE NO. 11-26: An Ordinance Authorizing a Lease Transaction for the Purpose of Financing the Design, Construction and/or Equipping of Various Capital Improvements Within the City, and Authorizing the Execution and Delivery of a Site Lease Between the City of Casper, as Site Lessor, and U.S. Bank Trust Company, National Association, as Site Lessee, a Lease and Option to Purchase Agreement Between the City and U.S. Bank Trust Company, National Association and Other Related Documents.

Amendments:
(Amend Section 5(a) and Section 7 to reflect a borrowing sum of $17,500,000 instead of $15,500,000 and amend Section 5(b) and Section 7 to reflect an interest rate cap of 5.6% instead of 5.25% - Motion: Sweeney, Second: McIntosh; Approved 8-0-0)

(Approve Amended Ordinance on 3rd Reading - Motion: Sweeney, Second: Haskins; Approved 8-0-0)

11.A. NON-CONSENT RESOLUTIONS

1. **RESOLUTION NO. 26-224: A Resolution Adopting and Setting Forth City of Casper Water Rates, and Rescinding Resolution No. 26-51.**
   (Approved – Motion: Gamroth, Second: McIntosh; No Votes: Sweeney, Larson & Jensen, Approved 5-3-0)

2. **RESOLUTION NO. 26-225: A Resolution Authorizing an Agreement with Modern Electric Co., for the Shining the Light on Safety, Project No. 24-006.**
   (Approved – Motion: McIntosh, Second: Haskins; Approved 8-0-0)

3. **RESOLUTION NO. 26-246: A Resolution Authorizing GMP Contract Amendment No. 1 with Sampson Construction Company, Inc., for Construction Management Services for the Casper Ice Arena Expansion Project No. 23-047.**
   City Manager Jordan gave a brief report.
   (Approved – Motion: McIntosh, Second: Haskins; Approved 8-0-0)

11.B. CONSENT RESOLUTIONS

1. **RESOLUTION NO. 26-226: Approving a Naming Rights Sponsorship Agreement Between Global Spectrum, L.P., Doing Business as Oak View Group as Agent on Behalf of the City of Casper and Mountain States Ford Dealers Advertising Association for the Ford Wyoming Center.**
2. **RESOLUTION NO. 26-227: Authorizing a Cooperative Agreement between the City of Casper and Central Wyoming Regional Water System for the Replacement of Water Transmission Lines as Part of the N Platte River Restoration Izaak Walton Reach, Project No. 15-66.**
3. **RESOLUTION NO. 26-228: Authorizing a Contract for Professional Services with Morrison Maierle for the Parking Garages Concrete Analysis, Project No. 26-011.**
4. **RESOLUTION NO. 26-229: Authorizing Amendment One to the Mineral Royalty Grant Agreement Between the State of Wyoming, Office of State Lands and Investments, and the City of Casper.**

5. **RESOLUTION NO. 26-230: Authorizing a Contract for Outside-City Water Service with Barak & Sara Jones Family Trust Dated May 20, 2021.**
6. **RESOLUTION NO. 26-231: Authorizing an Agreement with Atlantic Electric, Inc., for the Luminaire Services FY27-FY29, Project No. 26-035.**
7. **RESOLUTION NO. 26-232: Authorizing a TRULEO End User License Agreement and for an Annual Agreement for AI Software for the Casper Police Department.**
8. **RESOLUTION NO. 26-233: Authorizing Amendment No. 2 to the Memorandum of Understanding Concerning Metro Animal Shelter Services between the City of Mills, Wyoming and the City of Casper, Wyoming.**
9. **RESOLUTION NO. 26-234: Authorizing Amendment No. 2 to the Memorandum of Understanding Concerning Metro Animal Shelter Services between the Town of Bar Nunn, Wyoming and the City of Casper, Wyoming.**
10. **RESOLUTION NO. 26-235: Authorizing a Temporary Construction Easement with James P. Short, for the North Platte River Restoration Izaak Walton, Project No. 15-66.**
11. **RESOLUTION NO. 26-236: Authorizing a Temporary Construction Easement with Krista A. Martinez, for the North Platte River Restoration Izaak Walton, Project No. 15-66.**
12. **RESOLUTION NO. 26-237: Authorizing the City Manager to Accept and Execute Appreciated Stock Donation Agreements on Behalf of the City of Casper.**
13. **RESOLUTION NO. 26-238: Authorizing the Acceptance of a Quitclaim Deed Conveying Certain Real Property Located at 228 East 8th Street to the City of Casper.**
14. **RESOLUTION NO. 26-239: Authorizing Change Order No. 8 with Mammoth Sports Construction, LLC, for a Contract Increase for the North Casper Athletics Recreation Complex Improvements Project No. 24-050.**
15. **RESOLUTION NO. 26-240: Authorizing Amendment No. 1 to the Contract for Professional Services Between the City of Casper and Natrona County Adult Drug Court to Provide Additional Time for Expenditure of Opioid Settlement Funds.**
16. **RESOLUTION NO. 26-241: Authorizing Amendment No. 1 to the Contract for Professional Services Between the City of Casper and the University of Wyoming to Provide Additional Time for Expenditure of Opioid Settlement Funds.**
17. **RESOLUTION NO. 26-242: Authorizing Amendment No. 1 to the Contract for Professional Services Between the City of Casper and the Salvation Army to Provide Additional Time for Expenditure of Opioid Settlement Funds.**
18. **RESOLUTION NO. 26-243: Authorizing Amendment No. 1 to the Contract for Professional Services Between the City of Casper and UHS of Wyoming, Inc., to Provide Additional Time for Expenditure of Opioid Settlement Funds.**
19. **RESOLUTION NO. 26-244: Authorizing Amendment No. 1 to the Contract for Professional Services Between the City of Casper and the Casper-Natrona County Health Department to Provide Additional Time for Expenditure of Opioid Settlement Funds.**

20. **RESOLUTION NO. 26-235: Authorizing the Community Development Block Grant (CDBG) Subrecipient Agreement in the Amount of One Million Three Hundred Twelve Thousand Six Hundred Forty-Nine Dollars ($1,312,649) Between the City of Casper and the Wyoming Housing Network, Inc., to Assist in the Funding of Rehabilitation for the Juniper Ridge Siding Repair Project.**
21. **RESOLUTION NO. 26-247: Expressing the City of Casper's Concerns Regarding Potential Downstream Impacts and Risks Associated with the Seminoe Pumped Storage Project and Requesting Comprehensive Evaluation and Mitigation of Such Impacts.**

(Approving the Foregoing Minute Action Consent Agenda - Motion: McIntosh, Second: Sweeney; Approved 8-0-0)

12.A. CONSENT MINUTE ACTION

1. **Authorizing the Reappointment of Kermit Willie to the City of Casper Investment Advisory Committee.**

(Approving the Foregoing Minute Action Consent Agenda - Motion: McIntosh, Second: Haskins; Approved 8-0-0)

13. INTRODUCTION OF MEASURES & PROPOSALS BY CITY COUNCIL

14. EXECUTIVE SESSION

(Adjourn into Executive Session to discuss Property Acquisition & Attorney-Client Privileged Matters at 7:37 p.m. Motion: McIntosh, Second: Haskins; Approved, 8-0-0)
(Adjourn out of Executive Session at 8:32 p.m. Motion: McIntosh, Second: Bond; Approved, 8-0-0)

15. ADJOURNMENT OF REGULAR MEETING

Meeting adjourned at 8:32 p.m.
(Motion: McIntosh, Second: Haskins; Approved, 8-0-0)

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

City of Casper - Bills and Claims for October 20, 2026

307 CABLING LLC

307 CABLING LLC	Balefill - Baler Processing	Installation of Cameras FOR BALER BLDG	$1,200.00
307 CABLING LLC - Total For Balefill - Baler Processing			*$1,200.00*
307 CABLING LLC - ALL DEPARTMENTS			$1,200.00

307 COLLISION

307 COLLISION	Fleet Maintenance Fund	CLAIM NO 202700010/ 101296 Auto Body R	$7,377.03
307 COLLISION	Fleet Maintenance Fund	CLAIM NO 202700013/ 660292 Auto Body R	$1,230.74
307 COLLISION - Total For Fleet Maintenance Fund			*$8,607.77*
307 COLLISION - ALL DEPARTMENTS			$8,607.77

307 SHREDDING LLC

307 SHREDDING LLC	Police Administration	File Desctruction Service	$288.75
307 SHREDDING LLC - Total For Police Administration			*$288.75*
307 SHREDDING LLC - ALL DEPARTMENTS			$288.75

360TRAINING.COM

360TRAINING.COM	Ice Arena - Operations	Training - Tips Billy McCain	$38.00
360TRAINING.COM - Total For Ice Arena - Operations			*$38.00*
360TRAINING.COM - ALL DEPARTMENTS			$38.00

4IMPRINT, INC

4IMPRINT, INC	Metro Animal Shelter	ALL OTHER DIRECT MARKETERS, KENNEL TEC	$224.48
4IMPRINT, INC - Total For Metro Animal Shelter			*$224.48*
4IMPRINT, INC	Police Administration	TV Eyes Annual Billing - News Tracking Servic	$945.66
4IMPRINT, INC - Total For Police Administration			*$945.66*
4IMPRINT, INC	Rec Center - Operations	Front Desk quarter zips	$697.36
4IMPRINT, INC - Total For Rec Center - Operations			*$697.36*
4IMPRINT, INC - ALL DEPARTMENTS			$1,867.50

5.11, INC.

5.11, INC.	Metro Animal Shelter	MEN'S AND WOMEN'S CLOTHING STORES, k	$177.45
5.11, INC. - Total For Metro Animal Shelter			*$177.45*
5.11, INC. - ALL DEPARTMENTS			$177.45

7 BREW COFFEE

7 BREW COFFEE	Metro Animal Control	FAST FOOD RESTAURANTS, team engageme	$25.41
7 BREW COFFEE - Total For Metro Animal Control			*$25.41*
7 BREW COFFEE - ALL DEPARTMENTS			$25.41

71 CONSTRUCTION, INC

71 CONSTRUCTION, INC	Capital - One Cent 17	Center St. Underpass Storm/Con	$27,122.63
71 CONSTRUCTION, INC	Capital - One Cent 17	Retainage - Contract #92700353	$1,427.51
71 CONSTRUCTION, INC - Total For Capital - One Cent 17			*$28,550.14*
71 CONSTRUCTION, INC	Sewer Stormwater	3" RIVER ROCK	$110.46
71 CONSTRUCTION, INC - Total For Sewer Stormwater			*$110.46*
71 CONSTRUCTION, INC - ALL DEPARTMENTS			$28,660.60

911DER WOM VIRTUAL

911DER WOM VIRTUAL	Public Safety Communication	Training Registration	$50.00
911DER WOM VIRTUAL - Total For Public Safety Communications			*$50.00*
911DER WOM VIRTUAL - ALL DEPARTMENTS			$50.00

954 CONSULTANTS LLC

954 CONSULTANTS LLC	Information Services	EntW Webex Calling/Webex Calling Commo	$29,430.00
954 CONSULTANTS LLC - Total For Information Services			*$29,430.00*
954 CONSULTANTS LLC - ALL DEPARTMENTS			$29,430.00

A.M.B.I. & SHIPPING,

A.M.B.I. & SHIPPING,	City Attorney	Postage / Mailing Service	$26.65
A.M.B.I. & SHIPPING, - Total For City Attorney			*$26.65*

A.M.B.I. & SHIPPING,	Customer Service	Postage / Mailing Service	$587.39
A.M.B.I. & SHIPPING, - Total For Customer Service			*$587.39*
A.M.B.I. & SHIPPING,	Engineering	Postage / Mailing Service	$11.52
A.M.B.I. & SHIPPING, - Total For Engineering			*$11.52*
A.M.B.I. & SHIPPING,	Fire-EMS Administration	Postage / Mailing Service	$85.37
A.M.B.I. & SHIPPING, - Total For Fire-EMS Administration			*$85.37*
A.M.B.I. & SHIPPING,	Human Resources	Postage / Mailing Service	$10.42
A.M.B.I. & SHIPPING, - Total For Human Resources			*$10.42*
A.M.B.I. & SHIPPING,	Municipal Court	Postage / Mailing Service	$77.44
A.M.B.I. & SHIPPING, - Total For Municipal Court			*$77.44*
A.M.B.I. & SHIPPING,	Refuse - Residential	Postage / Mailing Service	$70.64
A.M.B.I. & SHIPPING, - Total For Refuse - Residential			*$70.64*
A.M.B.I. & SHIPPING,	Water Distribution	Postage / Mailing Service	$178.81
A.M.B.I. & SHIPPING, - Total For Water Distribution			*$178.81*
A.M.B.I. & SHIPPING, - ALL DEPARTMENTS			$1,048.24

AAA LANDSCAPING

AAA LANDSCAPING	Balefill - Disposal & Landfill	Lawn Mowing / Trimming Service @ TRANSF	$1,050.00
AAA LANDSCAPING - Total For Balefill - Disposal & Landfill			*$1,050.00*
AAA LANDSCAPING	Community Development	Lawn Mowing / Trimming Service	$55.00
AAA LANDSCAPING	Community Development	Lawn Mowing / Trimming Service	$262.65
AAA LANDSCAPING	Community Development	Lawn Mowing / Trimming Service	$227.12
AAA LANDSCAPING - Total For Community Development			*$544.77*
AAA LANDSCAPING - ALL DEPARTMENTS			$1,594.77

AAKER SIGNS & DESIGN

AAKER SIGNS & DESIGN	Community Development	Digitally Printed Banners / Digital Setup Fee	$3,439.00
AAKER SIGNS & DESIGN - Total For Community Development			*$3,439.00*
AAKER SIGNS & DESIGN - ALL DEPARTMENTS			$3,439.00

ACCENT PACKAGING INC

ACCENT PACKAGING INC	Refuse - Recycling	WIRE FOR MRF BALER	$3,542.00
ACCENT PACKAGING INC - Total For Refuse - Recycling			*$3,542.00*

ACCENT PACKAGING INC - ALL DEPARTMENTS			$3,542.00

ACTION GLASS INC

ACTION GLASS INC	Buildings & Structures Fund	Tempered Insulated Glass Repair - labor/mat	$659.50
ACTION GLASS INC - Total For Buildings & Structures Fund			*$659.50*
ACTION GLASS INC - ALL DEPARTMENTS			$659.50

ACTIVE SCREENING/PRO

ACTIVE SCREENING/PRO	Volleyball	2026 4th and 5th Grade Coed Volleyball Bac	$147.95
ACTIVE SCREENING/PRO - Total For Volleyball			*$147.95*
ACTIVE SCREENING/PRO - ALL DEPARTMENTS			$147.95

Adobe

Adobe	Metro Animal Shelter	COMPUTER NETWORK/INFORMATION SERVI	$31.49
Adobe - Total For Metro Animal Shelter			*$31.49*
Adobe - ALL DEPARTMENTS			$31.49

ADVANCED PUMP & EQUI

ADVANCED PUMP & EQUI	WWTP Operations	4" VALVE	$1,325.43
ADVANCED PUMP & EQUI - Total For WWTP Operations			*$1,325.43*
ADVANCED PUMP & EQUI - ALL DEPARTMENTS			$1,325.43

AIR COMFORT COMPLETE

AIR COMFORT COMPLETE	WWTP Operations	Heating / Air Conditioning Repair	$240.00
AIR COMFORT COMPLETE - Total For WWTP Operations			*$240.00*
AIR COMFORT COMPLETE - ALL DEPARTMENTS			$240.00

AIRGAS USA LLC

AIRGAS USA LLC	Balefill - Baler Processing	Propane for Forklifts	$267.47
AIRGAS USA LLC - Total For Balefill - Baler Processing			*$267.47*
AIRGAS USA LLC	Balefill - Diversion & Special	ABSORBANT FOR SPILLS/CLEAN UPS @ Speci	$524.05

AIRGAS USA LLC - Total For Balefill - Diversion & Special			*$524.05*
AIRGAS USA LLC - ALL DEPARTMENTS			$791.52

ALAMO RENT-A-CAR REN

ALAMO RENT-A-CAR REN	Police Career Services	Training	$155.09
ALAMO RENT-A-CAR REN - Total For Police Career Services			*$155.09*
ALAMO RENT-A-CAR REN - ALL DEPARTMENTS			$155.09

ALBERTSONS #0060

ALBERTSONS #0060	Water Distribution	JACOBY LAST DAY LUNCH	$85.45
ALBERTSONS #0060 - Total For Water Distribution			*$85.45*
ALBERTSONS #0060 - ALL DEPARTMENTS			$85.45

ALBERTSONS.COM

ALBERTSONS.COM	Water Distribution	CHICKEN FOR JACOBY'S LAST DAY	$62.99
ALBERTSONS.COM - Total For Water Distribution			*$62.99*
ALBERTSONS.COM - ALL DEPARTMENTS			$62.99

ALL CREATURES VETERI

ALL CREATURES VETERI	Police Administration	K9 services	$488.24
ALL CREATURES VETERI	Police Administration	K9	$149.35
ALL CREATURES VETERI - Total For Police Administration			*$637.59*
ALL CREATURES VETERI - ALL DEPARTMENTS			$637.59

ALL TREES, LLC

ALL TREES, LLC	Refuse - Residential	Tree Trimming Service FOR ALLEY ACCESS	$1,600.00
ALL TREES, LLC	Refuse - Residential	Tree Trimming Service FOR ALLEY ACCESS	$1,000.00
ALL TREES, LLC	Refuse - Residential	Tree Trimming Service FOR ALLEY ACCESS	$1,200.00
ALL TREES, LLC	Refuse - Residential	Tree Trimming Service FOR ALLEY ACCESS	$1,800.00
ALL TREES, LLC - Total For Refuse - Residential			*$5,600.00*
ALL TREES, LLC - ALL DEPARTMENTS			$5,600.00

ALLIANCE FOR HISTORI

ALLIANCE FOR HISTORI	Parks - Parks Maint.	Preserve Wyoming Grant	$5,236.40
ALLIANCE FOR HISTORI - Total For Parks - Parks Maint.			*$5,236.40*
ALLIANCE FOR HISTORI - ALL DEPARTMENTS			$5,236.40

ALSCO

ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	$131.05
ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	$131.05
ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	$72.25
ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	$72.25
ALSCO - Total For Balefill - Disposal & Landfill			*$406.60*
ALSCO	Fleet Maintenance Fund	Laundry Service	$232.49
ALSCO	Fleet Maintenance Fund	Laundry Service	($173.28)
ALSCO - Total For Fleet Maintenance Fund			*$59.21*
ALSCO	Refuse - Residential	Professional Laundry Services	$42.27
ALSCO	Refuse - Residential	Professional Laundry Services	$42.27
ALSCO - Total For Refuse - Residential			*$84.54*
ALSCO	Regional Water Operations	Professional Laundry Services	$51.28
ALSCO	Regional Water Operations	Professional Laundry Services	$51.28
ALSCO - Total For Regional Water Operations			*$102.56*
ALSCO	Streets	Professional Laundry Services	$154.96
ALSCO	Streets	Professional Laundry Services	$145.47
ALSCO	Streets	Professional Laundry Services	$145.47
ALSCO	Streets	Professional Laundry Services	$153.77
ALSCO	Streets	Professional Laundry Services	$153.77
ALSCO - Total For Streets			*$753.44*
ALSCO	WWTP Operations	Professional Laundry Services	$189.25
ALSCO	WWTP Operations	Professional Laundry Services	$189.25
ALSCO - Total For WWTP Operations			*$378.50*
ALSCO - ALL DEPARTMENTS			$1,784.85

AMAZON MARK

AMAZON MARK	Buildings & Structures Fund	HVAC Repair supplies for City Center - Amaz	$12.99

AMAZON MARK - Total For Buildings & Structures Fund			*$12.99*
AMAZON MARK	Human Resources	Post-It Notes and Mousepad	$19.88
AMAZON MARK - Total For Human Resources			*$19.88*
AMAZON MARK	Ice Arena - Concessions	Concessions - Trays	$157.45
AMAZON MARK - Total For Ice Arena - Concessions			*$157.45*
AMAZON MARK	Ice Arena - Operations	General - Tv Screen Protector Return refund	($339.99)
AMAZON MARK	Ice Arena - Operations	General - Reciept paper	$131.08
AMAZON MARK - Total For Ice Arena - Operations			*($208.91)*
AMAZON MARK	Metro Animal Shelter	Metro - Supplies	$170.85
AMAZON MARK	Metro Animal Shelter	Metro - Supplies	$79.41
AMAZON MARK - Total For Metro Animal Shelter			*$250.26*
AMAZON MARK	Police Administration	MISCELLANEOUS AND RETAIL STORES	$101.71
AMAZON MARK	Police Administration	MISCELLANEOUS AND RETAIL STORES	$23.82
AMAZON MARK	Police Administration	Range supplies	$2,399.80
AMAZON MARK - Total For Police Administration			*$2,525.33*
AMAZON MARK	Police Career Services	Officer Uniform	$127.50
AMAZON MARK	Police Career Services	Officer Uniform	$189.25
AMAZON MARK	Police Career Services	Officer uniform	$196.00
AMAZON MARK - Total For Police Career Services			*$512.75*
AMAZON MARK	Police Grants Fund	Victim Services	$34.19
AMAZON MARK - Total For Police Grants Fund			*$34.19*
AMAZON MARK	Public Safety Communication	PSCC supplies	$65.57
AMAZON MARK	Public Safety Communication	PSCC supplies	$9.99
AMAZON MARK - Total For Public Safety Communications			*$75.56*
AMAZON MARK	Rec Center - Special Program	Life Jackets	$308.74
AMAZON MARK	Rec Center - Special Program	Storage for swimming lesson and aqua exerc	$120.48
AMAZON MARK - Total For Rec Center - Special Programs			*$429.22*
AMAZON MARK	Regional Water Operations	office supplies	$31.34
AMAZON MARK - Total For Regional Water Operations			*$31.34*
AMAZON MARK	Softball	2026 G&G Supplies	$33.24
AMAZON MARK	Softball	2026 G&G Team Prizes	$29.99
AMAZON MARK - Total For Softball			*$63.23*
AMAZON MARK - ALL DEPARTMENTS			$3,903.29

AMAZON MKTPL

AMAZON MKTPL	Balefill - Disposal & Landfill	PPE FOR SH STAFF	$56.94
AMAZON MKTPL	Balefill - Disposal & Landfill	PPE FOR SH STAFF	$119.84
AMAZON MKTPL	Balefill - Disposal & Landfill	PPE FOR SH STAFF	$124.85
AMAZON MKTPL	Balefill - Disposal & Landfill	LDF WASTE PLACEMENT PLANNING WORKB	$291.20
AMAZON MKTPL - Total For Balefill - Disposal & Landfill			*$592.83*
AMAZON MKTPL	Hogadon - Operations	Batteries for Lodge Toilets	$32.59
AMAZON MKTPL	Hogadon - Operations	Batteries for Lodge Toilets	$120.68
AMAZON MKTPL - Total For Hogadon - Operations			*$153.27*
AMAZON MKTPL	Ice Arena - Operations	General - TV Screen Protector	$359.99
AMAZON MKTPL - Total For Ice Arena - Operations			*$359.99*
AMAZON MKTPL	Metro Animal Shelter	Metro - Supplies	$18.49
AMAZON MKTPL - Total For Metro Animal Shelter			*$18.49*
AMAZON MKTPL	Municipal Court	Document bin- stackable	$48.97
AMAZON MKTPL - Total For Municipal Court			*$48.97*
AMAZON MKTPL	Police Administration	Technology supplies	$154.20
AMAZON MKTPL	Police Administration	Notebook	$665.42
AMAZON MKTPL - Total For Police Administration			*$819.62*
AMAZON MKTPL	Police Investigations	Ev tech supplies	$81.95
AMAZON MKTPL - Total For Police Investigations			*$81.95*
AMAZON MKTPL	Rec Center - Classes	Bead class supplies	$83.86
AMAZON MKTPL	Rec Center - Classes	Jump rings - jewelry making class supplies	$7.00
AMAZON MKTPL - Total For Rec Center - Classes			*$90.86*
AMAZON MKTPL	Rec Center - Operations	Card printer ink	$60.00
AMAZON MKTPL - Total For Rec Center - Operations			*$60.00*
AMAZON MKTPL	Rec Center - Special Program	Fall Carnival prizes and decorations	$117.71
AMAZON MKTPL	Rec Center - Special Program	Paper lanterns for Fall Carnival	$31.16
AMAZON MKTPL	Rec Center - Special Program	Fall Carnival decoration and costume supplie	$1,694.95
AMAZON MKTPL	Rec Center - Special Program	Helium balloon pump kit - Fall Carnival	$85.99
AMAZON MKTPL	Rec Center - Special Program	Swim Lesson storage baskets	$42.95
AMAZON MKTPL	Rec Center - Special Program	CRF Fall Carnival decoration and costume su	$667.79
AMAZON MKTPL - Total For Rec Center - Special Programs			*$2,640.55*
AMAZON MKTPL	Refuse - Residential	3 WAY PORT TO CHARGE SAMSARA IPADS	$95.00
AMAZON MKTPL - Total For Refuse - Residential			*$95.00*
AMAZON MKTPL - ALL DEPARTMENTS			$4,961.53

AMAZON MKTPLACE PMTS

AMAZON MKTPLACE PMTS	Water Meters	COVER BUDDY FOR METER ROOM I-PAD	($39.99)
AMAZON MKTPLACE PMTS - Total For Water Meters			*($39.99)*
AMAZON MKTPLACE PMTS - ALL DEPARTMENTS			($39.99)

AMAZON RETA

AMAZON RETA	Balefill - Disposal & Landfill	PPE FOR WINTER SAFETY ON BOOTS	$225.98
AMAZON RETA - Total For Balefill - Disposal & Landfill			*$225.98*
AMAZON RETA	Balefill - Diversion & Special	PPE FOR WINTER SAFETY ON BOOTS	$225.97
AMAZON RETA - Total For Balefill - Diversion & Special			*$225.97*
AMAZON RETA	Cemetery	Computer Monitors	$649.95
AMAZON RETA - Total For Cemetery			*$649.95*
AMAZON RETA	City Manager	Breakroom coffee maker	$99.95
AMAZON RETA - Total For City Manager			*$99.95*
AMAZON RETA	Police Career Services	Officer Uniform	$1,402.40
AMAZON RETA	Police Career Services	Officer Uniform items	$175.45
AMAZON RETA	Police Career Services	Officer Uniform	$138.41
AMAZON RETA	Police Career Services	Officer Uniform	$119.86
AMAZON RETA - Total For Police Career Services			*$1,836.12*
AMAZON RETA	Public Safety Communication	PSCC Training supplies	$32.00
AMAZON RETA - Total For Public Safety Communications			*$32.00*
AMAZON RETA	Rec Center - Special Program	Walkie talkies	$1,084.26
AMAZON RETA - Total For Rec Center - Special Programs			*$1,084.26*
AMAZON RETA	Regional Water Operations	Office supplies	$8.52
AMAZON RETA - Total For Regional Water Operations			*$8.52*
AMAZON RETA - ALL DEPARTMENTS			$4,162.75

AMUNDSEN ASSOCIATES

AMUNDSEN ASSOCIATES	Capital - Six Cent	New Metro Animal Facility Cons	$10,177.22
AMUNDSEN ASSOCIATES - Total For Capital - Six Cent			*$10,177.22*
AMUNDSEN ASSOCIATES - ALL DEPARTMENTS			$10,177.22

ARAMARK PA CONV CTR

ARAMARK PA CONV CTR	Special Events	NRPA Travel Food #3	$9.00
ARAMARK PA CONV CTR	Special Events	NRPA Travel Food #4	$18.00
ARAMARK PA CONV CTR	Special Events	NRPA Travel Food #6	$9.00
ARAMARK PA CONV CTR - Total For Special Events			*$36.00*
ARAMARK PA CONV CTR - ALL DEPARTMENTS			$36.00

ARC ELECTRIC LLC

ARC ELECTRIC LLC	Capital Projects Fund	Fort Casper Campground Electri	$26,680.92
ARC ELECTRIC LLC	Capital Projects Fund	Fort Casper Campground Electri	$18,638.16
ARC ELECTRIC LLC - Total For Capital Projects Fund			*$45,319.08*
ARC ELECTRIC LLC - ALL DEPARTMENTS			$45,319.08

ARETE DESIGN GROUP L

ARETE DESIGN GROUP L	Capital - Six Cent	Fire Station 1 Replacement - D	$47,472.00
ARETE DESIGN GROUP L - Total For Capital - Six Cent			*$47,472.00*
ARETE DESIGN GROUP L	Capital Projects Fund	Washington Park Phase 3 Band S	$12,810.42
ARETE DESIGN GROUP L - Total For Capital Projects Fund			*$12,810.42*
ARETE DESIGN GROUP L - ALL DEPARTMENTS			$60,282.42

ARIZONA MACHINERY LL

ARIZONA MACHINERY LL	Capital - One Cent 17	Replace Trim Mower 83320 - Unit #083365	$15,570.00
ARIZONA MACHINERY LL	Capital - One Cent 17	Replace Trim Mower 83321	$16,970.00
ARIZONA MACHINERY LL - Total For Capital - One Cent 17			*$32,540.00*
ARIZONA MACHINERY LL	Golf - Operations	Replace JD Pro Gator 82232 - Unit #082285	$48,150.00
ARIZONA MACHINERY LL - Total For Golf - Operations			*$48,150.00*
ARIZONA MACHINERY LL - ALL DEPARTMENTS			$80,690.00

ASB SPORTS ACQUISITI

ASB SPORTS ACQUISITI	Volleyball	Uniform Supplies	$33.00
ASB SPORTS ACQUISITI - Total For Volleyball			*$33.00*
ASB SPORTS ACQUISITI - ALL DEPARTMENTS			$33.00

ASTOR CROWNE PLAZA N

ASTOR CROWNE PLAZA N	WWTP Operations	LODGING FOR M LOCKWOOD CONFERENCE	$1,400.88
ASTOR CROWNE PLAZA N - Total For WWTP Operations			*$1,400.88*
ASTOR CROWNE PLAZA N - ALL DEPARTMENTS			$1,400.88

AT & T CORP

AT & T CORP	Metro Animal Control	Acct #287279602134	$450.00
AT & T CORP - Total For Metro Animal Control			*$450.00*
AT & T CORP	Police Administration	Acct #287279602134	$9,186.89
AT & T CORP - Total For Police Administration			*$9,186.89*
AT & T CORP	Public Safety Communication	Acct #051 221-2711 001	$184.11
AT & T CORP - Total For Public Safety Communications			*$184.11*
AT & T CORP	Sewer Wastewater Collection	Acct #FNE1	$429.09
AT & T CORP	Sewer Wastewater Collection	Acct #FNE1	$429.09
AT & T CORP	Sewer Wastewater Collection	Acct #FNE1	$412.88
AT & T CORP - Total For Sewer Wastewater Collection			*$1,271.06*
AT & T CORP - ALL DEPARTMENTS			$11,092.06

ATLANTIC ELECTRIC, I

ATLANTIC ELECTRIC, I	Balefill - Diversion & Special	Installation of Lights & Conduit FOR COMPO	$2,700.00
ATLANTIC ELECTRIC, I - Total For Balefill - Diversion & Special			*$2,700.00*
ATLANTIC ELECTRIC, I	Public Safety Communication	ELECTRICAL CONTRACTORS	$238.82
ATLANTIC ELECTRIC, I - Total For Public Safety Communications			*$238.82*
ATLANTIC ELECTRIC, I - ALL DEPARTMENTS			$2,938.82

ATLAS OFFICE PRODUCT

ATLAS OFFICE PRODUCT	Buildings & Structures Fund	Office Supplies	$9.80
ATLAS OFFICE PRODUCT - Total For Buildings & Structures Fund			*$9.80*
ATLAS OFFICE PRODUCT	Community Development	Office Supplies	$173.71
ATLAS OFFICE PRODUCT	Community Development	Office Supplies	$16.83
ATLAS OFFICE PRODUCT	Community Development	Office Supplies	$122.45
ATLAS OFFICE PRODUCT	Community Development	Office Supplies	$43.64
ATLAS OFFICE PRODUCT	Community Development	Office Supplies	$94.75

ATLAS OFFICE PRODUCT - Total For Community Development			*$451.38*
ATLAS OFFICE PRODUCT	Customer Service	Office Supplies	$82.84
ATLAS OFFICE PRODUCT	Customer Service	Office Supplies	$49.26
ATLAS OFFICE PRODUCT	Customer Service	Office Supplies	$101.30
ATLAS OFFICE PRODUCT - Total For Customer Service			*$233.40*
ATLAS OFFICE PRODUCT	Fire-EMS Administration	Office Furniture	$326.75
ATLAS OFFICE PRODUCT - Total For Fire-EMS Administration			*$326.75*
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office Supplies	$119.76
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office Supplies	$373.32
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office Supplies	$128.17
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office Supplies	$279.63
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office Supplies	$77.87
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office Supplies	$312.84
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office Supplies	$462.12
ATLAS OFFICE PRODUCT - Total For Metro Animal Shelter			*$1,753.71*
ATLAS OFFICE PRODUCT	Sewer Wastewater Collection	Office Furniture	$385.24
ATLAS OFFICE PRODUCT - Total For Sewer Wastewater Collection			*$385.24*
ATLAS OFFICE PRODUCT	WWTP Operations	Office Furniture	$1,155.72
ATLAS OFFICE PRODUCT - Total For WWTP Operations			*$1,155.72*
ATLAS OFFICE PRODUCT - ALL DEPARTMENTS			$4,316.00

ATLAS REPRODUCTION

ATLAS REPRODUCTION	Balefill - Disposal & Landfill	Admin Bldg Printer/Copier Mthly Usage/Con	$31.11
ATLAS REPRODUCTION	Balefill - Disposal & Landfill	Special Waste Printer/Copier Usage & Contr	$64.22
ATLAS REPRODUCTION - Total For Balefill - Disposal & Landfill			*$95.33*
ATLAS REPRODUCTION	Cemetery	Copier / Printer Usage	$85.89
ATLAS REPRODUCTION - Total For Cemetery			*$85.89*
ATLAS REPRODUCTION	City Manager	Copier / Printer Usage	$89.44
ATLAS REPRODUCTION - Total For City Manager			*$89.44*
ATLAS REPRODUCTION	Golf - Operations	Copier / Printer Usage	$63.44
ATLAS REPRODUCTION - Total For Golf - Operations			*$63.44*
ATLAS REPRODUCTION	Hogadon - Operations	Copier / Printer Usage	$18.12
ATLAS REPRODUCTION - Total For Hogadon - Operations			*$18.12*
ATLAS REPRODUCTION	Human Resources	Copier / Printer Usage	$83.68
ATLAS REPRODUCTION - Total For Human Resources			*$83.68*

ATLAS REPRODUCTION	Regional Water Operations	Copier / Printer Usage	$47.57
ATLAS REPRODUCTION - Total For Regional Water Operations			*$47.57*
ATLAS REPRODUCTION - ALL DEPARTMENTS			$483.47

BACKFLOW PREVENTION

BACKFLOW PREVENTION	WWTP Operations	REFUND FOR PARTS RETURNED	($456.92)
BACKFLOW PREVENTION - Total For WWTP Operations			*($456.92)*
BACKFLOW PREVENTION - ALL DEPARTMENTS			($456.92)

BAILEY'S ACE HARDWAR

BAILEY'S ACE HARDWAR	Balefill - Disposal & Landfill	Fasteners FOR LDF SIGNS	$27.94
BAILEY'S ACE HARDWAR - Total For Balefill - Disposal & Landfill			*$27.94*
BAILEY'S ACE HARDWAR - ALL DEPARTMENTS			$27.94

BAILEYS ACE HDWE

BAILEYS ACE HDWE	Balefill - Disposal & Landfill	HARDWARE FOR LDF SIGNS	$65.10
BAILEYS ACE HDWE - Total For Balefill - Disposal & Landfill			*$65.10*
BAILEYS ACE HDWE	Balefill - Diversion & Special	NEW SEAL FOR DOORS ON GRINDER	$33.98
BAILEYS ACE HDWE - Total For Balefill - Diversion & Special			*$33.98*
BAILEYS ACE HDWE	Buildings & Structures Fund	Wall repair supplies for Fire Station 3 - Bailey	$21.99
BAILEYS ACE HDWE	Buildings & Structures Fund	PM Supplies for Metro Animal Shelter - Baile	$17.98
BAILEYS ACE HDWE	Buildings & Structures Fund	PM Supplies for Fire Station 3 - Baileys Ace	$6.99
BAILEYS ACE HDWE	Buildings & Structures Fund	BAS Shop Supplies and repair supplies for Fir	$32.97
BAILEYS ACE HDWE	Buildings & Structures Fund	BAS Shop Supplies - Baileys Ace	$44.99
BAILEYS ACE HDWE	Buildings & Structures Fund	BAS Shop Supplies - Baileys Ace	$13.99
BAILEYS ACE HDWE	Buildings & Structures Fund	Repair supplies for Aquatics Center - Baileys	$9.75
BAILEYS ACE HDWE	Buildings & Structures Fund	BAS Shop Supplies and repair supplies for Re	$7.78
BAILEYS ACE HDWE	Buildings & Structures Fund	Sewer repair supplies for Ice Arena - Baileys	$11.99
BAILEYS ACE HDWE	Buildings & Structures Fund	Repair supplies for Ayer's Clock - Bailey's Ace	$25.98
BAILEYS ACE HDWE - Total For Buildings & Structures Fund			*$194.41*
BAILEYS ACE HDWE	Field Maintenance	Caution Tape for NC 3	$13.99
BAILEYS ACE HDWE - Total For Field Maintenance			*$13.99*
BAILEYS ACE HDWE	Refuse - Commercial	TRUCK SUPPLIES	$5.59

BAILEYS ACE HDWE	Refuse - Commercial	SUPPLIES FOR TRK#2324 ROLLOFF 2025	$25.58
BAILEYS ACE HDWE - Total For Refuse - Commercial			*$31.17*
BAILEYS ACE HDWE	WWTP Operations	YARD TOOLS	$39.99
BAILEYS ACE HDWE - Total For WWTP Operations			*$39.99*
BAILEYS ACE HDWE - ALL DEPARTMENTS			$378.64

BARGREEN ELLINGSON

BARGREEN ELLINGSON	Balefill - Baler Processing	BALER BLDG RESTROOM SUPPLIES	$55.85
BARGREEN ELLINGSON - Total For Balefill - Baler Processing			*$55.85*
BARGREEN ELLINGSON	Ice Arena - Operations	General - Coffee Pot	$50.80
BARGREEN ELLINGSON - Total For Ice Arena - Operations			*$50.80*
BARGREEN ELLINGSON - ALL DEPARTMENTS			$106.65

BARNUM INC

BARNUM INC	River Riparian & Upland Area	NPRR Izaak Walton Reach - CMAR	$24,980.25
BARNUM INC - Total For River Riparian & Upland Areas			*$24,980.25*
BARNUM INC - ALL DEPARTMENTS			$24,980.25

BATTLE RIDGE BUILDER

BATTLE RIDGE BUILDER	Capital Projects Fund	Retainage - Contract #92700356	$49,825.14
BATTLE RIDGE BUILDER - Total For Capital Projects Fund			*$49,825.14*
BATTLE RIDGE BUILDER - ALL DEPARTMENTS			$49,825.14

BEAVER RUN - H LODGI

BEAVER RUN - H LODGI	Police Career Services	Training - Credit	($192.30)
BEAVER RUN - H LODGI	Police Career Services	CSO training	$628.12
BEAVER RUN - H LODGI	Police Career Services	Training	$628.12
BEAVER RUN - H LODGI - Total For Police Career Services			*$1,063.94*
BEAVER RUN - H LODGI - ALL DEPARTMENTS			$1,063.94

BEST BUY 0001527

BEST BUY 0001527	Buildings & Structures Fund	Replacement dryer for Miller House - Best B	$599.99

BEST BUY 0001527 - Total For Buildings & Structures Fund			*$599.99*
BEST BUY 0001527 - ALL DEPARTMENTS			$599.99

BEST WESTERN HOTEL C

BEST WESTERN HOTEL C	Police Grants Fund	BEST WESTERN HOTELS	$80.00
BEST WESTERN HOTEL C	Police Grants Fund	VS hotel room	$80.00
BEST WESTERN HOTEL C - Total For Police Grants Fund			*$160.00*
BEST WESTERN HOTEL C - ALL DEPARTMENTS			$160.00

BestbuyMKT03-8072583

BestbuyMKT03-8072583	Refuse - Residential	Cable for iPads to connect to training room	$12.99
BestbuyMKT03-8072583 - Total For Refuse - Residential			*$12.99*
BestbuyMKT03-8072583 - ALL DEPARTMENTS			$12.99

BIG HORN TIRE

BIG HORN TIRE	Refuse - Commercial	FLAT REPAIR TRK#2341 COM FL 2026	$42.75
BIG HORN TIRE - Total For Refuse - Commercial			*$42.75*
BIG HORN TIRE - ALL DEPARTMENTS			$42.75

BIG STATE INDUST SUP

BIG STATE INDUST SUP	WWTP Operations	JERSEY LINED PIGSKIN GLOVES	$79.96
BIG STATE INDUST SUP - Total For WWTP Operations			*$79.96*
BIG STATE INDUST SUP - ALL DEPARTMENTS			$79.96

BLACK HILLS ENERGY

BLACK HILLS ENERGY	Ash Street Building	Acct #4376 8927 11	$454.02
BLACK HILLS ENERGY - Total For Ash Street Building			*$454.02*
BLACK HILLS ENERGY	Buildings & Structures Fund	Acct #8545 6521 02	$41.15
BLACK HILLS ENERGY - Total For Buildings & Structures Fund			*$41.15*
BLACK HILLS ENERGY	City Center Building	Acct #8545 6521 02	$34.14
BLACK HILLS ENERGY - Total For City Center Building			*$34.14*
BLACK HILLS ENERGY	City Hall	Acct #6837 4281 65	$813.12

BLACK HILLS ENERGY - Total For City Hall			*$813.12*
BLACK HILLS ENERGY	Golf - Operations	Acct #6566 7661 30	$53.72
BLACK HILLS ENERGY	Golf - Operations	Acct #1340 9824 25	$249.82
BLACK HILLS ENERGY - Total For Golf - Operations			*$303.54*
BLACK HILLS ENERGY	Marathon Building	Acct #8545 6521 02	$96.00
BLACK HILLS ENERGY - Total For Marathon Building			*$96.00*
BLACK HILLS ENERGY	Miller St. Dormitory	Acct #8545 6521 02	$43.35
BLACK HILLS ENERGY - Total For Miller St. Dormitory			*$43.35*
BLACK HILLS ENERGY	Parks - Parks Maint.	Acct #2076 2356 87	$44.01
BLACK HILLS ENERGY - Total For Parks - Parks Maint.			*$44.01*
BLACK HILLS ENERGY	Regional Water Operations	Acct #7513 1659 94	$830.94
BLACK HILLS ENERGY - Total For Regional Water Operations			*$830.94*
BLACK HILLS ENERGY - ALL DEPARTMENTS			$2,660.27

BLOEDORN LUMBER-CASP

BLOEDORN LUMBER-CASP	WWTP Operations	DOOR LOCKS	$1,201.29
BLOEDORN LUMBER-CASP	WWTP Operations	PLYWOOD, SAW BLADE, DRILL WINGS, TORSI	$994.91
BLOEDORN LUMBER-CASP - Total For WWTP Operations			*$2,196.20*
BLOEDORN LUMBER-CASP - ALL DEPARTMENTS			$2,196.20

BLUE BAYOU RESTAURAN

BLUE BAYOU RESTAURAN	WWTP Operations	MEAL AT CONFERENCE M LOCKWOOD	$39.92
BLUE BAYOU RESTAURAN - Total For WWTP Operations			*$39.92*
BLUE BAYOU RESTAURAN - ALL DEPARTMENTS			$39.92

BRENNTAG PACIFIC, IN

BRENNTAG PACIFIC, IN	Regional Water Operations	Ferric Chloride/Transportation, Ins & Sec Sur	$20,615.10
BRENNTAG PACIFIC, IN	Regional Water Operations	Ferric Chloride/Transportation, Ins & Sec Sur	$19,831.90
BRENNTAG PACIFIC, IN - Total For Regional Water Operations			*$40,447.00*
BRENNTAG PACIFIC, IN	WWTP Regional Interceptors	Ferrous Chloride Solution/Fuel, Ins & Sec Sur	$18,252.08
BRENNTAG PACIFIC, IN - Total For WWTP Regional Interceptors			*$18,252.08*
BRENNTAG PACIFIC, IN - ALL DEPARTMENTS			$58,699.08

BRIAN'S GO TO SERVIC

BRIAN'S GO TO SERVIC	Community Development	Lawn Mowing Service	$420.75
BRIAN'S GO TO SERVIC - Total For Community Development			*$420.75*
BRIAN'S GO TO SERVIC - ALL DEPARTMENTS			$420.75

BROWNELLS INC

BROWNELLS INC	Police Administration	Range	$569.41
BROWNELLS INC - Total For Police Administration			*$569.41*
BROWNELLS INC - ALL DEPARTMENTS			$569.41

BUC-EE'S #0060

BUC-EE'S #0060	Police Career Services	Traning	$37.06
BUC-EE'S #0060	Police Career Services	Training	$38.84
BUC-EE'S #0060 - Total For Police Career Services			*$75.90*
BUC-EE'S #0060 - ALL DEPARTMENTS			$75.90

BURBACKS

BURBACKS	Buildings & Structures Fund	Winterization supplies for Washington Ballfi	$127.93
BURBACKS - Total For Buildings & Structures Fund			*$127.93*
BURBACKS - ALL DEPARTMENTS			$127.93

BURGER KING #2751

BURGER KING #2751	Special Events	NRPA Travel Food #10	$12.28
BURGER KING #2751 - Total For Special Events			*$12.28*
BURGER KING #2751 - ALL DEPARTMENTS			$12.28

BWY SWANA 800

BWY SWANA 800	Refuse - Residential	TRAINING/SWANA EXAM	$250.00
BWY SWANA 800 - Total For Refuse - Residential			*$250.00*
BWY SWANA 800 - ALL DEPARTMENTS			$250.00

C AND C SUPPLY LLC

C AND C SUPPLY LLC	Water Meters	BOLTS & NUTS FOR 6" METER ABANDANME	$204.05
C AND C SUPPLY LLC - Total For Water Meters			*$204.05*
C AND C SUPPLY LLC - ALL DEPARTMENTS			$204.05

C AND H PRECISION

C AND H PRECISION	Police Administration	Range	$349.95
C AND H PRECISION - Total For Police Administration			*$349.95*
C AND H PRECISION - ALL DEPARTMENTS			$349.95

CAMBRIA HOTEL COPPER

CAMBRIA HOTEL COPPER	Hogadon - Operations	Corwin Hotel Stay For Training	$130.45
CAMBRIA HOTEL COPPER - Total For Hogadon - Operations			*$130.45*
CAMBRIA HOTEL COPPER - ALL DEPARTMENTS			$130.45

CANVA I04974-490633

CANVA I04974-490633	Public Safety Communication	COMMERCIAL PHOTOGRAPHY, ART, AND GR	$120.00
CANVA I04974-490633 - Total For Public Safety Communications			*$120.00*
CANVA I04974-490633 - ALL DEPARTMENTS			$120.00

CAROLINA SOFTWARE

CAROLINA SOFTWARE	Balefill - Disposal & Landfill	WasteWORKS Quarterly Software Support	$700.00
CAROLINA SOFTWARE - Total For Balefill - Disposal & Landfill			*$700.00*
CAROLINA SOFTWARE - ALL DEPARTMENTS			$700.00

CASPER ACCOUNTING SO

CASPER ACCOUNTING SO	Sport & Athletics Admin	Monthly Accounting Services	$181.25
CASPER ACCOUNTING SO - Total For Sport & Athletics Admin			*$181.25*
CASPER ACCOUNTING SO - ALL DEPARTMENTS			$181.25

CASPER ANIMAL MED CT

CASPER ANIMAL MED CT	Police Administration	K9	$160.65
CASPER ANIMAL MED CT - Total For Police Administration			*$160.65*
CASPER ANIMAL MED CT - ALL DEPARTMENTS			$160.65

CASPER ELECTRIC, INC

CASPER ELECTRIC, INC	Hogadon - Operations	Hogadon Shop UG Conduit	$3,980.00
CASPER ELECTRIC, INC - Total For Hogadon - Operations			*$3,980.00*
CASPER ELECTRIC, INC - ALL DEPARTMENTS			$3,980.00

CASPER TIRE

CASPER TIRE	Balefill - Disposal & Landfill	Flat Repair TRK#2287 LDF ROLLOFF 2018	$45.00
CASPER TIRE	Balefill - Disposal & Landfill	Flat Repair TRK#2287 LDF ROLLOFF 2018	$45.00
CASPER TIRE	Balefill - Disposal & Landfill	Flat Repair TRK#2287 LDF ROLLOFF 2018	$45.00
CASPER TIRE	Balefill - Disposal & Landfill	Flat Repair UNIT#141422	$20.00
CASPER TIRE - Total For Balefill - Disposal & Landfill			*$155.00*
CASPER TIRE	Refuse - Commercial	Flat Repair TRK#2324 COM ROLL OFF 2025	$135.00
CASPER TIRE - Total For Refuse - Commercial			*$135.00*
CASPER TIRE	Refuse - Recycling	Flat Repair TRK#2340 RC FL 2026	$45.00
CASPER TIRE - Total For Refuse - Recycling			*$45.00*
CASPER TIRE - ALL DEPARTMENTS			$335.00

CASPER/NATRONA COUNT

CASPER/NATRONA COUNT	Police Career Services	Recruitment trip	$28.00
CASPER/NATRONA COUNT - Total For Police Career Services			*$28.00*
CASPER/NATRONA COUNT - ALL DEPARTMENTS			$28.00

CENTRAL WY. REGIONAL

CENTRAL WY. REGIONAL	Water Administration	September Regional Wholesale Water Reven	$1,140,661.30
CENTRAL WY. REGIONAL - Total For Water Administration			*$1,140,661.30*
CENTRAL WY. REGIONAL	Water Revenue and Transfer	System Investment Charges - September 202	$18,693.00
CENTRAL WY. REGIONAL - Total For Water Revenue and Transfers			*$18,693.00*

CENTURYLINK

CENTURYLINK	Aquatics - Operations	Acct #333813691	$34.18
CENTURYLINK - Total For Aquatics - Operations			*$34.18*
CENTURYLINK	Balefill - Disposal & Landfill	Acct #333813691	$109.93
CENTURYLINK - Total For Balefill - Disposal & Landfill			*$109.93*
CENTURYLINK	Buildings & Structures Fund	Acct #333813691	$20.68
CENTURYLINK - Total For Buildings & Structures Fund			*$20.68*
CENTURYLINK	Cemetery	Acct #333813691	$20.68
CENTURYLINK - Total For Cemetery			*$20.68*
CENTURYLINK	City Attorney	Acct #333813691	$75.55
CENTURYLINK - Total For City Attorney			*$75.55*
CENTURYLINK	City Council	Acct #333813691	$20.68
CENTURYLINK - Total For City Council			*$20.68*
CENTURYLINK	City Hall	Acct #333813691	$13.72
CENTURYLINK - Total For City Hall			*$13.72*
CENTURYLINK	City Manager	Acct #333813691	$48.12
CENTURYLINK - Total For City Manager			*$48.12*
CENTURYLINK	Community Development	Acct #333813691	$164.82
CENTURYLINK - Total For Community Development			*$164.82*
CENTURYLINK	Customer Service	Acct #333813691	$48.12
CENTURYLINK - Total For Customer Service			*$48.12*
CENTURYLINK	Engineering	Acct #333813691	$96.24
CENTURYLINK - Total For Engineering			*$96.24*
CENTURYLINK	Finance	Acct #333813691	$109.95
CENTURYLINK - Total For Finance			*$109.95*
CENTURYLINK	Fire-EMS Administration	Acct #333813691	$137.39
CENTURYLINK	Fire-EMS Administration	Acct #333897801	$573.04
CENTURYLINK - Total For Fire-EMS Administration			*$710.43*
CENTURYLINK	Fleet Maintenance Fund	Acct #333813691	$89.27
CENTURYLINK - Total For Fleet Maintenance Fund			*$89.27*
CENTURYLINK	Fort Caspar	Acct #333813691	$20.68
CENTURYLINK - Total For Fort Caspar			*$20.68*
CENTURYLINK	Golf - Operations	Acct #333813691	$20.69

CENTURYLINK - Total For Golf - Operations			*$20.69*
CENTURYLINK	Hogadon - Operations	Acct #333813691	$68.59
CENTURYLINK - Total For Hogadon - Operations			*$68.59*
CENTURYLINK	Human Resources	Acct #333813691	$34.40
CENTURYLINK - Total For Human Resources			*$34.40*
CENTURYLINK	Ice Arena - Operations	Acct #333729462	$65.48
CENTURYLINK	Ice Arena - Operations	Acct #333813691	$27.44
CENTURYLINK - Total For Ice Arena - Operations			*$92.92*
CENTURYLINK	Information Services	Acct #333813691	$109.95
CENTURYLINK - Total For Information Services			*$109.95*
CENTURYLINK	Metro Animal Fund	Acct #333889446	$154.43
CENTURYLINK - Total For Metro Animal Fund			*$154.43*
CENTURYLINK	Metro Animal Shelter	Acct #333813691	$20.68
CENTURYLINK - Total For Metro Animal Shelter			*$20.68*
CENTURYLINK	Municipal Court	Acct #333813691	$75.55
CENTURYLINK - Total For Municipal Court			*$75.55*
CENTURYLINK	Parks - Parks Maint.	Acct #333813691	$75.55
CENTURYLINK - Total For Parks - Parks Maint.			*$75.55*
CENTURYLINK	Police Administration	Acct #333469030	$479.44
CENTURYLINK	Police Administration	Acct #333813691	$425.67
CENTURYLINK - Total For Police Administration			*$905.11*
CENTURYLINK	Public Safety Communication	Acct #333561175	$274.23
CENTURYLINK	Public Safety Communication	Acct #333888281	$137.72
CENTURYLINK	Public Safety Communication	Acct #333813691	$13.72
CENTURYLINK	Public Safety Communication	Acct #333721668	$7,393.89
CENTURYLINK - Total For Public Safety Communications			*$7,819.56*
CENTURYLINK	Rec Center - Operations	Acct #333813691	$54.87
CENTURYLINK - Total For Rec Center - Operations			*$54.87*
CENTURYLINK	Regional Water Operations	Acct #333813691	$27.43
CENTURYLINK - Total For Regional Water Operations			*$27.43*
CENTURYLINK	Risk Management	Acct #333813691	$20.74
CENTURYLINK - Total For Risk Management			*$20.74*
CENTURYLINK	Sewer Wastewater Collection	Acct #333813691	$13.72
CENTURYLINK - Total For Sewer Wastewater Collection			*$13.72*
CENTURYLINK	Streets	Acct #333813691	$48.12
CENTURYLINK - Total For Streets			*$48.12*

CENTURYLINK	Water Administration	Acct #333813691	$27.43
CENTURYLINK - Total For Water Administration			*$27.43*
CENTURYLINK	Water Distribution	Acct #333813691	$20.68
CENTURYLINK - Total For Water Distribution			*$20.68*
CENTURYLINK	Water Meters	Acct #333813691	$40.93
CENTURYLINK - Total For Water Meters			*$40.93*
CENTURYLINK	WWTP Operations	Acct #333813691	$41.15
CENTURYLINK - Total For WWTP Operations			*$41.15*
CENTURYLINK	WWTP Regional Interceptors	Acct #333469186	$762.05
CENTURYLINK - Total For WWTP Regional Interceptors			*$762.05*
CENTURYLINK - ALL DEPARTMENTS			$12,017.60

CHARTER COMMUNICATIO

CHARTER COMMUNICATIO	Public Safety Communication	PSCC monthly bill	$130.15
CHARTER COMMUNICATIO - Total For Public Safety Communications			*$130.15*
CHARTER COMMUNICATIO - ALL DEPARTMENTS			$130.15

CHEYENNE CITY TREASU

CHEYENNE CITY TREASU	Police Career Services	Conducting Polygraphs - Dets. Hedum & We	$516.19
CHEYENNE CITY TREASU - Total For Police Career Services			*$516.19*
CHEYENNE CITY TREASU - ALL DEPARTMENTS			$516.19

CITY OF CASPER

CITY OF CASPER	Hogadon	Public Garbage	$129.20
CITY OF CASPER - Total For Hogadon			*$129.20*
CITY OF CASPER	Hogadon - Operations	Public Garbage / Pickup Landfill	$62.00
CITY OF CASPER - Total For Hogadon - Operations			*$62.00*
CITY OF CASPER	Parks - Parks Maint.	Public Garbage	$202.40
CITY OF CASPER - Total For Parks - Parks Maint.			*$202.40*
CITY OF CASPER	Public Transit - Operations	Water / Sewer / Refuse Charges	$136.81
CITY OF CASPER	Public Transit - Operations	BAS Charges-Maintenance/Repair	$65.84
CITY OF CASPER	Public Transit - Operations	Water & Sewer Charges	$59.89
CITY OF CASPER - Total For Public Transit - Operations			*$262.54*

CITY OF CASPER	Refuse - Residential	Garbage Baler	$9,672.08
CITY OF CASPER	Refuse - Residential	Garbage Baler / Park Trash	$10,386.40
CITY OF CASPER	Refuse - Residential	Garbage Baler / Commercial Baler / Park Tra	$9,941.36
CITY OF CASPER	Refuse - Residential	Garbage Baler / Park Trash	$12,356.96
CITY OF CASPER	Refuse - Residential	Residential / Monthly Pass Revenue Septem	$44,680.00
CITY OF CASPER	Refuse - Residential	Commercial Garbage Baler	$1,029.60
CITY OF CASPER	Refuse - Residential	Garbage Baler / Park Trash	$11,317.44
CITY OF CASPER	Refuse - Residential	Garbage Baler / Park Trash	$9,729.92
CITY OF CASPER	Refuse - Residential	Garbage Baler / Park Trash	$10,558.00
CITY OF CASPER	Refuse - Residential	Garbage Baler / Park Trash	$10,624.00
CITY OF CASPER	Refuse - Residential	Garbage Baler / Park Trash	$10,412.80
CITY OF CASPER	Refuse - Residential	Garbage Baler	$9,821.44
CITY OF CASPER	Refuse - Residential	Garbage Baler / Park Trash	$12,501.28
CITY OF CASPER - Total For Refuse - Residential			*$163,031.28*
CITY OF CASPER	Sewer Administration	201 Sewer RWWS - September 2026	$743,405.57
CITY OF CASPER - Total For Sewer Administration			*$743,405.57*
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	$74.80
CITY OF CASPER	WWTP Operations	Commercial Grass	$20.00
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	$80.08
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	$75.68
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	$78.32
CITY OF CASPER - Total For WWTP Operations			*$328.88*
CITY OF CASPER - ALL DEPARTMENTS			$907,421.87

CIVIL ENGINEERING PR

CIVIL ENGINEERING PR	Capital Projects Fund	North Casper Athletic Complex	$18,413.33
CIVIL ENGINEERING PR - Total For Capital Projects Fund			*$18,413.33*
CIVIL ENGINEERING PR - ALL DEPARTMENTS			$18,413.33

CLUB CAR LLC

CLUB CAR LLC	Golf - Rental	Connect Rental - 10/15/26 to 11/14/26	$2,520.00
CLUB CAR LLC - Total For Golf - Rental			*$2,520.00*
CLUB CAR LLC - ALL DEPARTMENTS			$2,520.00

COCA COLA BOTTLING C

COCA COLA BOTTLING C	Balefill - Disposal & Landfill	Water Delivery Service FOR SH CUSTOMERS	$39.00
COCA COLA BOTTLING C - Total For Balefill - Disposal & Landfill			*$39.00*
COCA COLA BOTTLING C - ALL DEPARTMENTS			$39.00

COLUMN SOFTWARE PBC

COLUMN SOFTWARE PBC	Capital - One Cent 17	NFP - Bryan-Evansville Rd Imp	$163.23
COLUMN SOFTWARE PBC - Total For Capital - One Cent 17			*$163.23*
COLUMN SOFTWARE PBC	Community Development	BUSINESS SERVICES NOT ELSEWHERE CLASSI	$38.16
COLUMN SOFTWARE PBC	Community Development	BUSINESS SERVICES NOT ELSEWHERE CLASSI	$50.88
COLUMN SOFTWARE PBC - Total For Community Development			*$89.04*
COLUMN SOFTWARE PBC	Public Transit - Operations	Ad for Bid - Transit Security & Fencing	$809.21
COLUMN SOFTWARE PBC - Total For Public Transit - Operations			*$809.21*
COLUMN SOFTWARE PBC - ALL DEPARTMENTS			$1,061.48

COMMON CENTS

COMMON CENTS	Softball	2026 G&G Tournament Ice	$6.78
COMMON CENTS - Total For Softball			*$6.78*
COMMON CENTS - ALL DEPARTMENTS			$6.78

COMMUNICATION TECHNO

COMMUNICATION TECHNO	Capital - One Cent 17	Police vehicle equipment	$2,849.94
COMMUNICATION TECHNO - Total For Capital - One Cent 17			*$2,849.94*
COMMUNICATION TECHNO	Capital Projects Fund	Police vehicle equipment	$950.06
COMMUNICATION TECHNO - Total For Capital Projects Fund			*$950.06*
COMMUNICATION TECHNO	Fleet Maintenance Fund	CLAIM NO 202700008/R&R Retractable Seat	$363.00
COMMUNICATION TECHNO - Total For Fleet Maintenance Fund			*$363.00*
COMMUNICATION TECHNO	Refuse - Commercial	Radio, Speaker & Antenna TRK#2346 RC FL 2	$437.43
COMMUNICATION TECHNO - Total For Refuse - Commercial			*$437.43*
COMMUNICATION TECHNO	Refuse - Residential	Magnetic Mic TRK#2326 ADRIAN PICK UP	$42.00
COMMUNICATION TECHNO - Total For Refuse - Residential			*$42.00*
COMMUNICATION TECHNO - ALL DEPARTMENTS			$4,642.43

COMPRESSION LEASING

COMPRESSION LEASING	Balefill - Disposal & Landfill	Compressor Repair/Service FOR FACILITY	$933.25
COMPRESSION LEASING - Total For Balefill - Disposal & Landfill			*$933.25*
COMPRESSION LEASING	Refuse - Residential	Compressor Repair/Service FOR FACILITY	$933.25
COMPRESSION LEASING - Total For Refuse - Residential			*$933.25*
COMPRESSION LEASING - ALL DEPARTMENTS			$1,866.50

CONOCO - MAXS CONOCO

CONOCO - MAXS CONOCO	General Fund Revenue	Accidental Personal Purchase on City Card	$31.43
CONOCO - MAXS CONOCO - Total For General Fund Revenue			*$31.43*
CONOCO - MAXS CONOCO - ALL DEPARTMENTS			$31.43

CONVERGEONE

CONVERGEONE	Information Services	Tenable Renewal	$8,937.42
CONVERGEONE - Total For Information Services			*$8,937.42*
CONVERGEONE - ALL DEPARTMENTS			$8,937.42

Core & Main

Core & Main	Water Distribution	6" DRESSERS, 2" CURB BOXES	$844.06
Core & Main - Total For Water Distribution			*$844.06*
Core & Main - ALL DEPARTMENTS			$844.06

COUNTRY INN & STES S

COUNTRY INN & STES S	Police Career Services	Training	$408.58
COUNTRY INN & STES S - Total For Police Career Services			*$408.58*
COUNTRY INN & STES S - ALL DEPARTMENTS			$408.58

COWBOY SUPPLY HOUSE

COWBOY SUPPLY HOUSE	Aquatics - Operations	Cleaning Supplies	$784.07
COWBOY SUPPLY HOUSE	Aquatics - Operations	Cleaning Supplies	$118.65
COWBOY SUPPLY HOUSE	Aquatics - Operations	Trash Cart	$365.75

COWBOY SUPPLY HOUSE - Total For Aquatics - Operations			*$1,268.47*
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Bathroom Tissue / Paper Towels / Garbage B	$391.76
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Buffing Pads	$111.00
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Suprox (ready to use) / Window Cleaner	$37.65
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Cleaner / Carpet Spot Cleaner	$43.24
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Paper Towels/Foam Soap/Furniture Cleaner/	$411.84
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Latex Gloves	$30.84
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Paper Towels	$156.92
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Bathroom Tissue	$143.56
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Garbage Bags	$124.62
COWBOY SUPPLY HOUSE - Total For Buildings & Structures Fund			*$1,451.43*
COWBOY SUPPLY HOUSE	Ice Arena - Operations	Cleaning Supplies	$67.72
COWBOY SUPPLY HOUSE	Ice Arena - Operations	Trash Cart	$365.74
COWBOY SUPPLY HOUSE	Ice Arena - Operations	Cleaning Supplies	$240.28
COWBOY SUPPLY HOUSE - Total For Ice Arena - Operations			*$673.74*
COWBOY SUPPLY HOUSE	Rec Center - Operations	Cleaning Supplies	$162.16
COWBOY SUPPLY HOUSE	Rec Center - Operations	Cleaning Supplies	$657.84
COWBOY SUPPLY HOUSE - Total For Rec Center - Operations			*$820.00*
COWBOY SUPPLY HOUSE - ALL DEPARTMENTS			$4,213.64

CPU IIT

CPU IIT	Capital - One Cent 17	Information Technology Plotter Replacemen	$7,463.58
CPU IIT - Total For Capital - One Cent 17			*$7,463.58*
CPU IIT	Information Services	Computer replacement order	$7,587.05
CPU IIT - Total For Information Services			*$7,587.05*
CPU IIT - ALL DEPARTMENTS			$15,050.63

CREOLE HOUSE

CREOLE HOUSE	WWTP Operations	MEAL FOR CONFERENCE M LOCKWOOD	$24.05
CREOLE HOUSE	WWTP Operations	MEAL AT CONFERENCE M LOCKWOOD	$39.21
CREOLE HOUSE - Total For WWTP Operations			*$63.26*
CREOLE HOUSE - ALL DEPARTMENTS			$63.26

CRESCENT ELECTRIC SU

CRESCENT ELECTRIC SU	Buildings & Structures Fund	PM Supplies for Recreation Center - Crescen	$112.45
CRESCENT ELECTRIC SU - Total For Buildings & Structures Fund			*$112.45*
CRESCENT ELECTRIC SU - ALL DEPARTMENTS			$112.45

CRIME SCENE INFORMAT

CRIME SCENE INFORMAT	Police Administration	Basic Program & Web Tips - October	$134.00
CRIME SCENE INFORMAT - Total For Police Administration			*$134.00*
CRIME SCENE INFORMAT - ALL DEPARTMENTS			$134.00

CROWN AWARDS INC

CROWN AWARDS INC	Softball	2026 G&G Medals	$276.95
CROWN AWARDS INC - Total For Softball			*$276.95*
CROWN AWARDS INC - ALL DEPARTMENTS			$276.95

CROWN CONSTRUCTION L

CROWN CONSTRUCTION L	Streets	Concrete	$225.00
CROWN CONSTRUCTION L - Total For Streets			*$225.00*
CROWN CONSTRUCTION L - ALL DEPARTMENTS			$225.00

CURB NOLA TAXI

CURB NOLA TAXI	WWTP Operations	TAXI AT CONFERENCE M LOCKWOOD	$12.70
CURB NOLA TAXI	WWTP Operations	TAXI FOR CONFERENCE M LOCKWOOD	$36.00
CURB NOLA TAXI	WWTP Operations	UBER FOR CONFERENCE M LOCKWOOD	$18.00
CURB NOLA TAXI	WWTP Operations	TAXI AT CONFERENCE M LOCKWOOD	$45.00
CURB NOLA TAXI	WWTP Operations	TAXI AT CONFERENCE M LOCKWOOD	$19.20
CURB NOLA TAXI	WWTP Operations	UBER AT CONFERENCE M LOCKWOOD	$12.70
CURB NOLA TAXI - Total For WWTP Operations			*$143.60*
CURB NOLA TAXI - ALL DEPARTMENTS			$143.60

DBC IRRIGATION SUPPL

DBC IRRIGATION SUPPL	Field Maintenance	misc. Irrigation Supplies/Paint	$713.17
DBC IRRIGATION SUPPL	Field Maintenance	Misc. Irrigation Supplies	$262.16
DBC IRRIGATION SUPPL - Total For Field Maintenance			*$975.33*
DBC IRRIGATION SUPPL - ALL DEPARTMENTS			$975.33

DENNIS SUPPLY CO.

DENNIS SUPPLY CO.	Buildings & Structures Fund	HVAC Repair supplies for City Center buildin	$8.64
DENNIS SUPPLY CO.	Buildings & Structures Fund	PM Supplies for Lansing Field - Dennis Supply	$6.58
DENNIS SUPPLY CO. - Total For Buildings & Structures Fund			*$15.22*
DENNIS SUPPLY CO. - ALL DEPARTMENTS			$15.22

DISCOUNTCELL INC

DISCOUNTCELL INC	Fire-EMS Administration	Two new cradlepoints	$1,575.00
DISCOUNTCELL INC - Total For Fire-EMS Administration			*$1,575.00*
DISCOUNTCELL INC - ALL DEPARTMENTS			$1,575.00

DOLLAR TREE

DOLLAR TREE	Rec Center - Operations	Table cloths	$25.00
DOLLAR TREE - Total For Rec Center - Operations			*$25.00*
DOLLAR TREE - ALL DEPARTMENTS			$25.00

DOMINO'S 6042

DOMINO'S 6042	Health Insurance Fund	Employee Appreciation - Payroll with Hilltop	$58.49
DOMINO'S 6042 - Total For Health Insurance Fund			*$58.49*
DOMINO'S 6042	Police Career Services	Food for Training	$57.32
DOMINO'S 6042 - Total For Police Career Services			*$57.32*
DOMINO'S 6042 - ALL DEPARTMENTS			$115.81

DRURY INN ST LOUIS A

DRURY INN ST LOUIS A	Police Career Services	Trainng	$170.13
DRURY INN ST LOUIS A - Total For Police Career Services			*$170.13*

DRURY INN ST LOUIS A - ALL DEPARTMENTS			$170.13

DXP ENTERPRISES, INC

DXP ENTERPRISES, INC	Regional Water Operations	Valve assembly qty 2	$1,242.65
DXP ENTERPRISES, INC - Total For Regional Water Operations			*$1,242.65*
DXP ENTERPRISES, INC - ALL DEPARTMENTS			$1,242.65

EAST PENN CASPER

EAST PENN CASPER	WWTP Operations	BATTERIES	$38.70
EAST PENN CASPER - Total For WWTP Operations			*$38.70*
EAST PENN CASPER - ALL DEPARTMENTS			$38.70

EDEN K-9 CONSULTING

EDEN K-9 CONSULTING	Police Administration	KATS Platinum 5	$1,080.00
EDEN K-9 CONSULTING - Total For Police Administration			*$1,080.00*
EDEN K-9 CONSULTING - ALL DEPARTMENTS			$1,080.00

EMPLOYEE REIMBURSEME

EMPLOYEE REIMBURSEME	Balefill - Baler Processing	Work Boot Reimbursement	$187.41
EMPLOYEE REIMBURSEME - Total For Balefill - Baler Processing			*$187.41*
EMPLOYEE REIMBURSEME	Community Development	Quarterly Dues/Quarterly Meeting Costs/Me	$292.00
EMPLOYEE REIMBURSEME - Total For Community Development			*$292.00*
EMPLOYEE REIMBURSEME	Fire-EMS Administration	Reimbursement for Chief Black's Retirement	$22.26
EMPLOYEE REIMBURSEME - Total For Fire-EMS Administration			*$22.26*
EMPLOYEE REIMBURSEME	Fleet Maintenance Fund	Work Clothing Reimbursement	$150.00
EMPLOYEE REIMBURSEME - Total For Fleet Maintenance Fund			*$150.00*
EMPLOYEE REIMBURSEME	Parks - Special Areas	Work Boot Reimbursement	$142.79
EMPLOYEE REIMBURSEME - Total For Parks - Special Areas			*$142.79*
EMPLOYEE REIMBURSEME	Police Career Services	Work Boot Reimbursement	$275.42
EMPLOYEE REIMBURSEME	Police Career Services	Work Clothing Reimbursement	$34.98
EMPLOYEE REIMBURSEME	Police Career Services	Work Clothing Reimbursement	$149.62
EMPLOYEE REIMBURSEME - Total For Police Career Services			*$460.02*
EMPLOYEE REIMBURSEME	Refuse - Commercial	Work Boot Reimbursement	$181.64

EMPLOYEE REIMBURSEME - Total For Refuse - Commercial			*$181.64*
EMPLOYEE REIMBURSEME	Sewer Wastewater Collection	Work Boot Reimbursement	$183.59
EMPLOYEE REIMBURSEME - Total For Sewer Wastewater Collection			*$183.59*
EMPLOYEE REIMBURSEME	Streets	Class A Commercial Drivers License Renewal	$46.08
EMPLOYEE REIMBURSEME	Streets	Work Boot Reimbursement	$206.00
EMPLOYEE REIMBURSEME - Total For Streets			*$252.08*
EMPLOYEE REIMBURSEME	WWTP Operations	Work Boot & Clothing Reimbursement	$294.28
EMPLOYEE REIMBURSEME - Total For WWTP Operations			*$294.28*
EMPLOYEE REIMBURSEME - ALL DEPARTMENTS			$2,166.07

ENERGY LABRATORIES I

ENERGY LABRATORIES I	Hogadon - Operations	Bacteria, Public Water Supply Testing	$63.00
ENERGY LABRATORIES I - Total For Hogadon - Operations			*$63.00*
ENERGY LABRATORIES I	Regional Water Operations	Aerobic Endospores Testing	$390.00
ENERGY LABRATORIES I	Regional Water Operations	Aerobic Endospores Testing	$260.00
ENERGY LABRATORIES I	Regional Water Operations	Aerobic Endospores Testing	$390.00
ENERGY LABRATORIES I	Regional Water Operations	Bacteria, Public Water Supply Testing	$63.00
ENERGY LABRATORIES I	Regional Water Operations	Aerobic Endospores Testing	$390.00
ENERGY LABRATORIES I	Regional Water Operations	Aerobic Endospores Testing	$260.00
ENERGY LABRATORIES I - Total For Regional Water Operations			*$1,753.00*
ENERGY LABRATORIES I	Water Tanks	Bacteria, SDWA Testing	$190.00
ENERGY LABRATORIES I	Water Tanks	Bacteria, SDWA Testing	$190.00
ENERGY LABRATORIES I	Water Tanks	Bacteria, Public Water Supply Testing	$608.00
ENERGY LABRATORIES I - Total For Water Tanks			*$988.00*
ENERGY LABRATORIES I - ALL DEPARTMENTS			$2,804.00

ENGINEERING ASSOCIAT

ENGINEERING ASSOCIAT	Capital Projects Fund	Service Center Vehicle Access	$1,335.60
ENGINEERING ASSOCIAT - Total For Capital Projects Fund			*$1,335.60*
ENGINEERING ASSOCIAT - ALL DEPARTMENTS			$1,335.60

ENGINEERING DESIGN A

ENGINEERING DESIGN A	Engineering	Fort Casper Campground Updates	$520.00

ENGINEERING DESIGN A - Total For Engineering			*$520.00*
ENGINEERING DESIGN A - ALL DEPARTMENTS			$520.00

ENTABENI SYSTEMS INC

ENTABENI SYSTEMS INC	Hogadon - Operations	September 2026 Sales - 2%	$36.50
ENTABENI SYSTEMS INC - Total For Hogadon - Operations			*$36.50*
ENTABENI SYSTEMS INC - ALL DEPARTMENTS			$36.50

EXPEDIA 735129617546

EXPEDIA 735129617546	Police Career Services	Training Credit	($219.90)
EXPEDIA 735129617546 - Total For Police Career Services			*($219.90)*
EXPEDIA 735129617546 - ALL DEPARTMENTS			($219.90)

EXPEDIA 735265282256

EXPEDIA 735265282256	Police Career Services	Training	$243.83
EXPEDIA 735265282256 - Total For Police Career Services			*$243.83*
EXPEDIA 735265282256 - ALL DEPARTMENTS			$243.83

EXPEDIA 735497770878

EXPEDIA 735497770878	Police Career Services	Recruitment	$154.23
EXPEDIA 735497770878 - Total For Police Career Services			*$154.23*
EXPEDIA 735497770878 - ALL DEPARTMENTS			$154.23

EXPEDIA 735511032606

EXPEDIA 735511032606	Police Career Services	Recruitment	$154.72
EXPEDIA 735511032606 - Total For Police Career Services			*$154.72*
EXPEDIA 735511032606 - ALL DEPARTMENTS			$154.72

EXPERIAN EXP PAY CC

EXPERIAN EXP PAY CC	Police Administration	Experian	$73.34
EXPERIAN EXP PAY CC - Total For Police Administration			*$73.34*

EXPERIAN EXP PAY CC - ALL DEPARTMENTS	$73.34

EXPRESS SERVICES INC

EXPRESS SERVICES INC	Public Transit - Operations	Temp Service	$572.19
EXPRESS SERVICES INC - Total For Public Transit - Operations			*$572.19*
EXPRESS SERVICES INC - ALL DEPARTMENTS			$572.19

EXTRACTIGATOR PRODUC

EXTRACTIGATOR PRODUC	Balefill - Disposal & Landfill	Extractigators for Volunteer Day	$3,946.01
EXTRACTIGATOR PRODUC - Total For Balefill - Disposal & Landfill			*$3,946.01*
EXTRACTIGATOR PRODUC - ALL DEPARTMENTS			$3,946.01

EXXON GOOD TO GO STO

EXXON GOOD TO GO STO	Police Career Services	Fuel for attending training	$97.91
EXXON GOOD TO GO STO - Total For Police Career Services			*$97.91*
EXXON GOOD TO GO STO - ALL DEPARTMENTS			$97.91

FACEBK 8WLVR8EYG4

FACEBK 8WLVR8EYG4	Aquatics - Operations	Advertising for lifeguard position and swimm	$63.00
FACEBK 8WLVR8EYG4 - Total For Aquatics - Operations			*$63.00*
FACEBK 8WLVR8EYG4 - ALL DEPARTMENTS			$63.00

FACEBK 9U8Y436B24

FACEBK 9U8Y436B24	Rec Center - Special Program	Advertising for CRF Craft Fair	$33.37
FACEBK 9U8Y436B24 - Total For Rec Center - Special Programs			*$33.37*
FACEBK 9U8Y436B24 - ALL DEPARTMENTS			$33.37

FACEBK ULGQG52F94

FACEBK ULGQG52F94	Rec Center - Special Program	Advertising for Fall Carnival	$13.06
FACEBK ULGQG52F94 - Total For Rec Center - Special Programs			*$13.06*

FACEBK ULGQG52F94 - ALL DEPARTMENTS			$13.06

FACEBK Z2WT75SE94

FACEBK Z2WT75SE94	Rec Center - Classes	Advertising for Fall Carnival and fall classes	$24.82
FACEBK Z2WT75SE94 - Total For Rec Center - Classes			*$24.82*
FACEBK Z2WT75SE94	Rec Center - Special Program	Advertising for Fall Carnival and fall classes	$29.18
FACEBK Z2WT75SE94 - Total For Rec Center - Special Programs			*$29.18*
FACEBK Z2WT75SE94 - ALL DEPARTMENTS			$54.00

FAIRWAY ELECTRIC

FAIRWAY ELECTRIC	Balefill - Baler Processing	Covert Ceiling Lights To Permanent Power B	$509.90
FAIRWAY ELECTRIC - Total For Balefill - Baler Processing			*$509.90*
FAIRWAY ELECTRIC - ALL DEPARTMENTS			$509.90

FALCON CONSTRUCTION

FALCON CONSTRUCTION	Capital - One Cent 17	Contract Withholding: 92600304	$17,388.30
FALCON CONSTRUCTION - Total For Capital - One Cent 17			*$17,388.30*
FALCON CONSTRUCTION - ALL DEPARTMENTS			$17,388.30

FEDEX OFFICE

FEDEX OFFICE	Balefill - Disposal & Landfill	DRONE FLIGHT POSTER PRINTOUTS FOR LDF	$179.70
FEDEX OFFICE - Total For Balefill - Disposal & Landfill			*$179.70*
FEDEX OFFICE	Metro Animal Control	QUICK-COPY AND REPRODUCTION SERVICES,	$21.12
FEDEX OFFICE - Total For Metro Animal Control			*$21.12*
FEDEX OFFICE	Police Administration	Promotion Ceremony Programs	$99.78
FEDEX OFFICE - Total For Police Administration			*$99.78*
FEDEX OFFICE - ALL DEPARTMENTS			$300.60

FERGUSON ENTERPRISES

FERGUSON ENTERPRISES	Regional Water Operations	parts for HVAC system in filter gallery	$15.85
FERGUSON ENTERPRISES	Regional Water Operations	For leak in high service HVAC	$167.39
FERGUSON ENTERPRISES - Total For Regional Water Operations			*$183.24*

FERGUSON ENTERPRISES	Sewer Stormwater	PVC SEWER PIPE	$442.96
FERGUSON ENTERPRISES	Sewer Stormwater	PVC coupling qty 4	$1,303.00
FERGUSON ENTERPRISES - Total For Sewer Stormwater			*$1,745.96*
FERGUSON ENTERPRISES	Sewer Wastewater Collection	PVC coupling qty 4	$1,303.00
FERGUSON ENTERPRISES - Total For Sewer Wastewater Collection			*$1,303.00*
FERGUSON ENTERPRISES	Water Distribution	3" PVC FOR GAME AND FISH VALVE	$23.84
FERGUSON ENTERPRISES - Total For Water Distribution			*$23.84*
FERGUSON ENTERPRISES	Water Meters	Multi-Car Cell Data Plan	$14.30
FERGUSON ENTERPRISES - Total For Water Meters			*$14.30*
FERGUSON ENTERPRISES	Water Tanks	PRV PIPING PACKAGE	$17,071.43
FERGUSON ENTERPRISES - Total For Water Tanks			*$17,071.43*
FERGUSON ENTERPRISES	WWTP Operations	PIPE FITTINGS	$523.04
FERGUSON ENTERPRISES - Total For WWTP Operations			*$523.04*
FERGUSON ENTERPRISES - ALL DEPARTMENTS			$20,864.81

FIRST INTERSTATE BAN

FIRST INTERSTATE BAN	Balefill - Disposal & Landfill	Investment Fees - 08/16/26 to 09/15/26	$694.96
FIRST INTERSTATE BAN - Total For Balefill - Disposal & Landfill			*$694.96*
FIRST INTERSTATE BAN	Capital - Six Cent	Investment Fees - 08/16/26 to 09/15/26	$1,583.61
FIRST INTERSTATE BAN - Total For Capital - Six Cent			*$1,583.61*
FIRST INTERSTATE BAN	Debt Service	Investment Fees - 08/16/26 to 09/15/26	$409.42
FIRST INTERSTATE BAN - Total For Debt Service			*$409.42*
FIRST INTERSTATE BAN	Direct Distribution	Investment Fees - 08/16/26 to 09/15/26	$847.63
FIRST INTERSTATE BAN - Total For Direct Distribution			*$847.63*
FIRST INTERSTATE BAN	General Fund Revenue	Investment Fees - 08/16/26 to 09/15/26	$9,669.45
FIRST INTERSTATE BAN - Total For General Fund Revenue			*$9,669.45*
FIRST INTERSTATE BAN	Health Insurance Fund	Investment Fees - 08/16/26 to 09/15/26	$218.56
FIRST INTERSTATE BAN - Total For Health Insurance Fund			*$218.56*
FIRST INTERSTATE BAN	Metro Animal Shelter	Investment Fees - 08/16/26 to 09/15/26	$40.13
FIRST INTERSTATE BAN - Total For Metro Animal Shelter			*$40.13*
FIRST INTERSTATE BAN	Perpetual Care Operations	Investment Fees - 08/16/26 to 09/15/26	$2,914.19
FIRST INTERSTATE BAN - Total For Perpetual Care Operations			*$2,914.19*
FIRST INTERSTATE BAN	Refuse - Residential	Investment Fees - 08/16/26 to 09/15/26	$725.82
FIRST INTERSTATE BAN - Total For Refuse - Residential			*$725.82*
FIRST INTERSTATE BAN	Revolving Land Fund	Investment Fees - 08/16/26 to 09/15/26	$149.91

FIRST INTERSTATE BAN - Total For Revolving Land Fund			*$149.91*
FIRST INTERSTATE BAN	Sewer Administration	Investment Fees - 08/16/26 to 09/15/26	$1,117.50
FIRST INTERSTATE BAN - Total For Sewer Administration			*$1,117.50*
FIRST INTERSTATE BAN	Water Administration	Investment Fees - 08/16/26 to 09/15/26	$3,009.49
FIRST INTERSTATE BAN - Total For Water Administration			*$3,009.49*
FIRST INTERSTATE BAN	Weed & Pest Fund	Investment Fees - 08/16/26 to 09/15/26	$80.04
FIRST INTERSTATE BAN - Total For Weed & Pest Fund			*$80.04*
FIRST INTERSTATE BAN	WWTP Operations	Investment Fees - 08/16/26 to 09/15/26	$1,539.28
FIRST INTERSTATE BAN - Total For WWTP Operations			*$1,539.28*
FIRST INTERSTATE BAN - ALL DEPARTMENTS			$22,999.99

FIRST VETERINARY SUP

FIRST VETERINARY SUP	Metro Animal Shelter	Veterinary Supplies	$1,644.99
FIRST VETERINARY SUP	Metro Animal Shelter	Veterinary Supplies	$122.97
FIRST VETERINARY SUP - Total For Metro Animal Shelter			*$1,767.96*
FIRST VETERINARY SUP - ALL DEPARTMENTS			$1,767.96

FORCE SCIENCE LTD

FORCE SCIENCE LTD	Police Career Services	Training	$349.00
FORCE SCIENCE LTD - Total For Police Career Services			*$349.00*
FORCE SCIENCE LTD - ALL DEPARTMENTS			$349.00

FOXSTER OPCO, LLC

FOXSTER OPCO, LLC	Public Transit - Operations	TripMaster Base / Licenses / Fleet Fee / Etc	$2,929.91
FOXSTER OPCO, LLC - Total For Public Transit - Operations			*$2,929.91*
FOXSTER OPCO, LLC - ALL DEPARTMENTS			$2,929.91

FRONTLINE FIRE PROTE

FRONTLINE FIRE PROTE	Balefill - Baler Processing	After Hours Srvc Call/Remove Fire Sprinkler	$1,843.00
FRONTLINE FIRE PROTE - Total For Balefill - Baler Processing			*$1,843.00*
FRONTLINE FIRE PROTE - ALL DEPARTMENTS			$1,843.00

GALLS

GALLS	Police Career Services	Officer uniform	$225.15
GALLS	Police Career Services	Officer Uniforms	$394.00
GALLS - Total For Police Career Services			*$619.15*
GALLS - ALL DEPARTMENTS			$619.15

GEOSYNTEC CONSULTANT

GEOSYNTEC CONSULTANT	Balefill - Disposal & Landfill	2024-2029 Solid Waste Planning	$3,634.63
GEOSYNTEC CONSULTANT - Total For Balefill - Disposal & Landfill			*$3,634.63*
GEOSYNTEC CONSULTANT - ALL DEPARTMENTS			$3,634.63

GOLF & SPORT SOLUTIO

GOLF & SPORT SOLUTIO	Golf - Operations	USGA Sand / Delivery / Fuel Surcharge	$2,488.49
GOLF & SPORT SOLUTIO	Golf - Operations	USGA Sand / Delivery / Fuel Surcharge	$2,560.04
GOLF & SPORT SOLUTIO - Total For Golf - Operations			*$5,048.53*
GOLF & SPORT SOLUTIO - ALL DEPARTMENTS			$5,048.53

GOLFGENIUS GOLF GEN

GOLFGENIUS GOLF GEN	Golf - Operations	Golf Genius	$1,068.75
GOLFGENIUS GOLF GEN - Total For Golf - Operations			*$1,068.75*
GOLFGENIUS GOLF GEN - ALL DEPARTMENTS			$1,068.75

GOVWORX INC

GOVWORX INC	Public Safety Communication	CommsCoach QA Annual Sbscrptn-10/23/26	$35,000.00
GOVWORX INC - Total For Public Safety Communications			*$35,000.00*
GOVWORX INC - ALL DEPARTMENTS			$35,000.00

GRAINGER, INC.

GRAINGER, INC.	Balefill - Diversion & Special	55 Gal. Drum Dollies	$267.69
GRAINGER, INC.	Balefill - Diversion & Special	Air filters FOR AIR HANDLER /FURNACE. CES	$1,404.02
GRAINGER, INC. - Total For Balefill - Diversion & Special			*$1,671.71*

GRAINGER, INC.	Buildings & Structures Fund	Repair supplies for Aquatics Center - Grainge	$57.60
GRAINGER, INC. - Total For Buildings & Structures Fund			*$57.60*
GRAINGER, INC.	Refuse - Residential	REFECTIVE TAPE FOR TRK#2300 SWEEPER 20	$112.14
GRAINGER, INC. - Total For Refuse - Residential			*$112.14*
GRAINGER, INC.	Regional Water Operations	Malleableiron, 45 Elbow	$11.13
GRAINGER, INC.	Regional Water Operations	Straight, Brass, Push-Fit	$34.27
GRAINGER, INC. - Total For Regional Water Operations			*$45.40*
GRAINGER, INC.	WWTP Operations	PAINT	$399.12
GRAINGER, INC.	WWTP Operations	VALVE FOR LOW PRESSURE BLOWER	$293.24
GRAINGER, INC.	WWTP Operations	YELLOW PAINT	$508.86
GRAINGER, INC.	WWTP Operations	PAINT SUPPLIES FOR OPS	$9.92
GRAINGER, INC.	WWTP Operations	BLUE SAFETY PAINT	$75.04
GRAINGER, INC.	WWTP Operations	EXTENDABLE DUSTER BRUSH	$19.73
GRAINGER, INC.	WWTP Operations	PRESSURE GAUGE	$19.99
GRAINGER, INC. - Total For WWTP Operations			*$1,325.90*
GRAINGER, INC. - ALL DEPARTMENTS			$3,212.75

GRAMMARLY CO

GRAMMARLY CO	Public Safety Communication	Monthly dues	$1,296.00
GRAMMARLY CO - Total For Public Safety Communications			*$1,296.00*
GRAMMARLY CO - ALL DEPARTMENTS			$1,296.00

GRAPHIC PRODUCTS INC

GRAPHIC PRODUCTS INC	Risk Management	HAZCOM Label Printer	$2,161.92
GRAPHIC PRODUCTS INC	Risk Management	HAZCOM Label Printer	$2,045.00
GRAPHIC PRODUCTS INC - Total For Risk Management			*$4,206.92*
GRAPHIC PRODUCTS INC - ALL DEPARTMENTS			$4,206.92

GSG ARCHITECTURE

GSG ARCHITECTURE	Balefill - Disposal & Landfill	Scale House Renovations Design	$2,712.00
GSG ARCHITECTURE - Total For Balefill - Disposal & Landfill			*$2,712.00*
GSG ARCHITECTURE	Capital Projects Fund	Marion Kriener Pool Improvemen	$8,360.00
GSG ARCHITECTURE - Total For Capital Projects Fund			*$8,360.00*

GSG ARCHITECTURE - ALL DEPARTMENTS			$11,072.00

HARBOR FREIGHT TOOLS

HARBOR FREIGHT TOOLS	Buildings & Structures Fund	BAS Shop Supplies - Harbor Freight	$189.93
HARBOR FREIGHT TOOLS - Total For Buildings & Structures Fund			*$189.93*
HARBOR FREIGHT TOOLS	Water Distribution	RUBBER STRAP WRENCH SET	$4.99
HARBOR FREIGHT TOOLS - Total For Water Distribution			*$4.99*
HARBOR FREIGHT TOOLS - ALL DEPARTMENTS			$194.92

HARDWARE PARTNERS LL

HARDWARE PARTNERS LL	Buildings & Structures Fund	Shutdown supplies for PV Pool - CY Ace	$13.98
HARDWARE PARTNERS LL	Buildings & Structures Fund	PM supplies for City Center - CY Ace	$49.99
HARDWARE PARTNERS LL	Buildings & Structures Fund	PM Supplies for Hogadon Lodge - CY Ace	$8.28
HARDWARE PARTNERS LL	Buildings & Structures Fund	BAS Shop Supplies - CY Ace	$8.59
HARDWARE PARTNERS LL	Buildings & Structures Fund	Electrical repair supplies for City Hall - CY Ac	$1.39
HARDWARE PARTNERS LL - Total For Buildings & Structures Fund			*$82.23*
HARDWARE PARTNERS LL	Parks - Parks Maint.	Striping Paint for locates	$29.67
HARDWARE PARTNERS LL - Total For Parks - Parks Maint.			*$29.67*
HARDWARE PARTNERS LL	Police Administration	Range	$73.46
HARDWARE PARTNERS LL - Total For Police Administration			*$73.46*
HARDWARE PARTNERS LL	Regional Water Operations	HVAC System Waterlock high service	$16.99
HARDWARE PARTNERS LL	Regional Water Operations	Parts fo HVAC supply line	$61.70
HARDWARE PARTNERS LL	Regional Water Operations	Parts fo HVAC supply line	$19.96
HARDWARE PARTNERS LL - Total For Regional Water Operations			*$98.65*
HARDWARE PARTNERS LL - ALL DEPARTMENTS			$284.01

HARRINGTON IND'L PLA

HARRINGTON IND'L PLA	WWTP Operations	PVC Pipe / Valves / Adapters / Elbows / Etc	$1,511.83
HARRINGTON IND'L PLA - Total For WWTP Operations			*$1,511.83*
HARRINGTON IND'L PLA - ALL DEPARTMENTS			$1,511.83

HD SUPPLY FACILITIES

HD SUPPLY FACILITIES	Regional Water Operations	Submers Slim Level Transmitter	$1,599.90

HD SUPPLY FACILITIES - Total For Regional Water Operations			*$1,599.90*
HD SUPPLY FACILITIES - ALL DEPARTMENTS			$1,599.90

HDR ENGINEERING, INC

HDR ENGINEERING, INC	Balefill - Disposal & Landfill	Comprehensive assessment of th	$7,945.00
HDR ENGINEERING, INC	Balefill - Disposal & Landfill	survey to understand the desir	$648.75
HDR ENGINEERING, INC - Total For Balefill - Disposal & Landfill			*$8,593.75*
HDR ENGINEERING, INC	WWTP Operations	WWTP Facilities Master Plan an	$62,918.81
HDR ENGINEERING, INC	WWTP Operations	WWTP Facilities Master Plan an	$95,711.25
HDR ENGINEERING, INC - Total For WWTP Operations			*$158,630.06*
HDR ENGINEERING, INC - ALL DEPARTMENTS			$167,223.81

HERITAGE LANDSCAPE S

HERITAGE LANDSCAPE S	Field Maintenance	Misc. Irrigation	$641.17
HERITAGE LANDSCAPE S	Field Maintenance	Deflector/PVC Cement, Primer, Elbows/Crim	$662.83
HERITAGE LANDSCAPE S	Field Maintenance	Mis. Irrigation at Field of Dreams	$69.58
HERITAGE LANDSCAPE S	Field Maintenance	Misc. Irrigation	$97.13
HERITAGE LANDSCAPE S	Field Maintenance	Misc. Irrigation	$944.43
HERITAGE LANDSCAPE S	Field Maintenance	Swing Elbow / PVC Cap	$12.18
HERITAGE LANDSCAPE S - Total For Field Maintenance			*$2,427.32*
HERITAGE LANDSCAPE S	Parks - Parks Maint.	White Flags for locates	$12.60
HERITAGE LANDSCAPE S - Total For Parks - Parks Maint.			*$12.60*
HERITAGE LANDSCAPE S	Water Distribution	REFUND FOR 3" PVC COUPLER	($20.33)
HERITAGE LANDSCAPE S	Water Distribution	PVC PRIMER	$91.25
HERITAGE LANDSCAPE S	Water Distribution	Flo Control Compression Coupler	$74.49
HERITAGE LANDSCAPE S - Total For Water Distribution			*$145.41*
HERITAGE LANDSCAPE S - ALL DEPARTMENTS			$2,585.33

HERTZ CAR RENTAL

HERTZ CAR RENTAL	Public Safety Communication	PSCC Training	$248.85
HERTZ CAR RENTAL - Total For Public Safety Communications			*$248.85*
HERTZ CAR RENTAL - ALL DEPARTMENTS			$248.85

HEXNODE MITSOGO INC

HEXNODE MITSOGO INC	Public Transit - Operations	Annual subscription for dispatchers to remot	$902.40
HEXNODE MITSOGO INC - Total For Public Transit - Operations			*$902.40*
HEXNODE MITSOGO INC - ALL DEPARTMENTS			$902.40

HIGH COUNTRY

HIGH COUNTRY	Field Maintenance	Sod at Soccer Field 5	$28.00
HIGH COUNTRY - Total For Field Maintenance			*$28.00*
HIGH COUNTRY - ALL DEPARTMENTS			$28.00

HILTON HOTELS

HILTON HOTELS	Special Events	NRPA Conference Hotel	$979.57
HILTON HOTELS - Total For Special Events			*$979.57*
HILTON HOTELS - ALL DEPARTMENTS			$979.57

HOBBY-LOBBY #0233

HOBBY-LOBBY #0233	Balefill - Baler Processing	CERTIFICATE FRAMING FOR RISK WINS- BALE	$113.70
HOBBY-LOBBY #0233 - Total For Balefill - Baler Processing			*$113.70*
HOBBY-LOBBY #0233 - ALL DEPARTMENTS			$113.70

HOMAX OIL SALES INC

HOMAX OIL SALES INC	WWTP Operations	HYDRAULIC OIL	$139.30
HOMAX OIL SALES INC - Total For WWTP Operations			*$139.30*
HOMAX OIL SALES INC - ALL DEPARTMENTS			$139.30

HOMAX OIL SALES, INC

HOMAX OIL SALES, INC	Balefill - Diversion & Special	HYD OIL AND GREASE FOR COMPOST BLDG	$1,449.10
HOMAX OIL SALES, INC - Total For Balefill - Diversion & Special			*$1,449.10*
HOMAX OIL SALES, INC	Fleet Maintenance Fund	7001 GAL Clear Diesel Fuel #2/ Ecoclean Po	$38,313.77
HOMAX OIL SALES, INC	Fleet Maintenance Fund	410 GAL Blue DEF	$787.20
HOMAX OIL SALES, INC	Fleet Maintenance Fund	7611 gal Unleaded Fuel	$25,427.29

HOMAX OIL SALES, INC - Total For Fleet Maintenance Fund			*$64,528.26*
HOMAX OIL SALES, INC	Golf - Operations	Unleaded Fuel / #2 Clear Diesel	$3,627.73
HOMAX OIL SALES, INC - Total For Golf - Operations			*$3,627.73*
HOMAX OIL SALES, INC	Regional Water Operations	Fuel	$549.76
HOMAX OIL SALES, INC - Total For Regional Water Operations			*$549.76*
HOMAX OIL SALES, INC	Water Distribution	Fuel	$10,290.86
HOMAX OIL SALES, INC - Total For Water Distribution			*$10,290.86*
HOMAX OIL SALES, INC	Water Meters	Fuel	$2,134.94
HOMAX OIL SALES, INC - Total For Water Meters			*$2,134.94*
HOMAX OIL SALES, INC - ALL DEPARTMENTS			$82,580.65

HOMES TO SUITES BY H

HOMES TO SUITES BY H	Police Career Services	Travel	$645.08
HOMES TO SUITES BY H	Police Career Services	Training	$322.54
HOMES TO SUITES BY H - Total For Police Career Services			*$967.62*
HOMES TO SUITES BY H - ALL DEPARTMENTS			$967.62

HOSE & RUBBER

HOSE & RUBBER	Water Meters	CAM-LOCK METER TESTING	$12.38
HOSE & RUBBER - Total For Water Meters			*$12.38*
HOSE & RUBBER	WWTP Operations	BELTS FOR EXHAUST FANS	$38.48
HOSE & RUBBER - Total For WWTP Operations			*$38.48*
HOSE & RUBBER - ALL DEPARTMENTS			$50.86

IMLSS UTAH

IMLSS UTAH	Buildings & Structures Fund	Lock supplies for WWTP - IMLSS	$234.00
IMLSS UTAH - Total For Buildings & Structures Fund			*$234.00*
IMLSS UTAH - ALL DEPARTMENTS			$234.00

INBERG-MILLER ENGINE

INBERG-MILLER ENGINE	Opportunities Fund	Construction Materials / Testing Services	$1,731.90
INBERG-MILLER ENGINE - Total For Opportunities Fund			*$1,731.90*
INBERG-MILLER ENGINE	Streets	Construction Materials / Testing Services	$1,094.20

INBERG-MILLER ENGINE - Total For Streets			*$1,094.20*
INBERG-MILLER ENGINE	Water Distribution	Street Construction & Compaction Testing	$829.90
INBERG-MILLER ENGINE - Total For Water Distribution			*$829.90*
INBERG-MILLER ENGINE - ALL DEPARTMENTS			$3,656.00

Indeed USI26-0860811

Indeed USI26-0860811	Sewer Wastewater Collection	Sanitary Sewer/Stormwater Manager Recrui	$512.29
Indeed USI26-0860811 - Total For Sewer Wastewater Collection			*$512.29*
Indeed USI26-0860811 - ALL DEPARTMENTS			$512.29

Indeed USI26-0861795

Indeed USI26-0861795	Sewer Wastewater Collection	SANITARY SEWER/STORMWATER MANAGER	$124.32
Indeed USI26-0861795 - Total For Sewer Wastewater Collection			*$124.32*
Indeed USI26-0861795 - ALL DEPARTMENTS			$124.32

INSTALLATION & SVC.

INSTALLATION & SVC.	Capital - One Cent 17	Missouri Avenue - 15th to 21st	$133,000.00
INSTALLATION & SVC. - Total For Capital - One Cent 17			*$133,000.00*
INSTALLATION & SVC.	Sewer Wastewater Collection	2026 Priority Sanitary Sewer R	$85,373.65
INSTALLATION & SVC. - Total For Sewer Wastewater Collection			*$85,373.65*
INSTALLATION & SVC.	Water Distribution	Missouri Avenue - 15th to 21st	$321,741.49
INSTALLATION & SVC. - Total For Water Distribution			*$321,741.49*
INSTALLATION & SVC. - ALL DEPARTMENTS			$540,115.14

INTERNATIONAL ASSOCI

INTERNATIONAL ASSOCI	Police Career Services	Training	$600.00
INTERNATIONAL ASSOCI - Total For Police Career Services			*$600.00*
INTERNATIONAL ASSOCI - ALL DEPARTMENTS			$600.00

INTERSTATE ALL BATTE

INTERSTATE ALL BATTE	Traffic Control	Batteries for 5th & Beech flashing stop signs	$102.50
INTERSTATE ALL BATTE - Total For Traffic Control			*$102.50*

INTERSTATE ALL BATTE - ALL DEPARTMENTS			$102.50

INT'L CODE COUNCIL I

INT'L CODE COUNCIL I	Community Development	MEMBERSHIP ORGANIZATIONS NOT ELSEW	$255.00
INT'L CODE COUNCIL I - Total For Community Development			*$255.00*
INT'L CODE COUNCIL I - ALL DEPARTMENTS			$255.00

INTUIT, INC.

INTUIT, INC.	Buildings & Structures Fund	Labor for Electrical repairs at Rec Center - Su	$135.00
INTUIT, INC. - Total For Buildings & Structures Fund			*$135.00*
INTUIT, INC.	Cemetery	Membership - International Cemetery, Crem	$113.00
INTUIT, INC. - Total For Cemetery			*$113.00*
INTUIT, INC.	Golf - Operations	20 Gallons of Civitas	$1,020.00
INTUIT, INC. - Total For Golf - Operations			*$1,020.00*
INTUIT, INC.	Hogadon - Operations	Media for Ski Area	$1,036.81
INTUIT, INC. - Total For Hogadon - Operations			*$1,036.81*
INTUIT, INC.	Ice Arena - Operations	Puck Eraser - Acrylic Cleaner	$381.71
INTUIT, INC. - Total For Ice Arena - Operations			*$381.71*
INTUIT, INC.	Police Career Services	Officer Uniform	$250.00
INTUIT, INC. - Total For Police Career Services			*$250.00*
INTUIT, INC. - ALL DEPARTMENTS			$2,936.52

ISSAC LINAMAN

ISSAC LINAMAN	Refuse - Recycling	Power Wash & Paint Bins - RC DEPOT FAIRG	$2,750.00
ISSAC LINAMAN	Refuse - Recycling	Power Wash & Paint Bins - RC DEPOT FAIRG	$550.00
ISSAC LINAMAN - Total For Refuse - Recycling			*$3,300.00*
ISSAC LINAMAN - ALL DEPARTMENTS			$3,300.00

J.J. KELLER & ASSOCI

J.J. KELLER & ASSOCI	Hogadon - Operations	CDL Training for Nicholas McGlade and Corw	$250.00
J.J. KELLER & ASSOCI - Total For Hogadon - Operations			*$250.00*
J.J. KELLER & ASSOCI	Streets	CDL Training for Nicholas McGlade and Corw	$250.00
J.J. KELLER & ASSOCI - Total For Streets			*$250.00*

J.J. KELLER & ASSOCI - ALL DEPARTMENTS			$500.00

JERSEY MIKES

JERSEY MIKES	River Volunteer Events	Lunch for volunteer day	$1,187.87
JERSEY MIKES - Total For River Volunteer Events			*$1,187.87*
JERSEY MIKES - ALL DEPARTMENTS			$1,187.87

JNC INVESTMENTS LLC

JNC INVESTMENTS LLC	Community Development	Lawn Mowing Service	$50.00
JNC INVESTMENTS LLC - Total For Community Development			*$50.00*
JNC INVESTMENTS LLC - ALL DEPARTMENTS			$50.00

JTR EXCAVATION LLC

JTR EXCAVATION LLC	WWTP Revenue and Transfer	Contract Withholding: 92700355	$1,641.95
JTR EXCAVATION LLC - Total For WWTP Revenue and Transfers			*$1,641.95*
JTR EXCAVATION LLC - ALL DEPARTMENTS			$1,641.95

KEKES #304117

KEKES #304117	Community Development	EATING PLACES, RESTAURANTS	$30.85
KEKES #304117 - Total For Community Development			*$30.85*
KEKES #304117 - ALL DEPARTMENTS			$30.85

KINSCO LLC

KINSCO LLC	Direct Distribution - Fire	Uniform Supplies	$104.00
KINSCO LLC	Direct Distribution - Fire	Uniform Supplies	$96.00
KINSCO LLC	Direct Distribution - Fire	Uniform Supplies	$160.00
KINSCO LLC	Direct Distribution - Fire	Uniform Supplies	$278.00
KINSCO LLC	Direct Distribution - Fire	Uniform Supplies	$112.00
KINSCO LLC	Direct Distribution - Fire	Uniform Supplies	$96.00
KINSCO LLC	Direct Distribution - Fire	Uniform Supplies	$128.00
KINSCO LLC - Total For Direct Distribution - Fire			*$974.00*
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$120.00

KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$156.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$8.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$96.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$240.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$104.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$168.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$144.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$96.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$176.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$56.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$409.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$172.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$100.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$156.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$28.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$144.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$56.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$28.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$144.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$168.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$84.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$112.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$168.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$120.00
KINSCO LLC	Fire-EMS Operations	FY27 Kinsco Uniform Contract	$150.00
KINSCO LLC - Total For Fire-EMS Operations			*$3,403.00*
KINSCO LLC - ALL DEPARTMENTS			$4,377.00

KNIFE RIVER/JTL

KNIFE RIVER/JTL	Balefill - Disposal & Landfill	Crushed Base/AGG Prdctn Energy/Dlvry & Fu	$4,151.95
KNIFE RIVER/JTL	Balefill - Disposal & Landfill	CRUSHED BASE FOR LDF/ WINTER FLOOR CE	$3,521.72
KNIFE RIVER/JTL	Balefill - Disposal & Landfill	CRUSHED BASE FOR LDF/ WINTER FLOOR CE	$4,185.12
KNIFE RIVER/JTL	Balefill - Disposal & Landfill	CRUSHED BASE FOR LDF/ WINTER FLOOR CE	$4,313.81
KNIFE RIVER/JTL	Balefill - Disposal & Landfill	CRUSHED BASE FOR LDF/ WINTER FLOOR CE	$735.00
KNIFE RIVER/JTL	Balefill - Disposal & Landfill	CRUSHED BASE FOR LDF/ WINTER FLOOR CE	$665.00

KNIFE RIVER/JTL	Balefill - Disposal & Landfill	CRUSHED BASE FOR LDF/ WINTER FLOOR CE	$735.00
KNIFE RIVER/JTL	Balefill - Disposal & Landfill	Crushed Base/AGG Prdctn Energy/Dlvry & Fu	$840.00
KNIFE RIVER/JTL - Total For Balefill - Disposal & Landfill			*$19,147.60*
KNIFE RIVER/JTL	Capital - One Cent 17	Bryan-Evansville Rd Imp - Cons	$643,269.22
KNIFE RIVER/JTL - Total For Capital - One Cent 17			*$643,269.22*
KNIFE RIVER/JTL	Streets	1/2" Plant Mix	$840.00
KNIFE RIVER/JTL	Streets	1/2" Plant Mix	$780.48
KNIFE RIVER/JTL	Streets	W/Base / AGG Production Energy	$1,354.36
KNIFE RIVER/JTL	Streets	1/2" Plant Mix	$45,522.24
KNIFE RIVER/JTL	Streets	1/2" Plant Mix	$962.88
KNIFE RIVER/JTL - Total For Streets			*$49,459.96*
KNIFE RIVER/JTL - ALL DEPARTMENTS			$711,876.78

KUBWATER RESOURCES,

KUBWATER RESOURCES,	WWTP Operations	Zetag	$8,820.00
KUBWATER RESOURCES, - Total For WWTP Operations			*$8,820.00*
KUBWATER RESOURCES, - ALL DEPARTMENTS			$8,820.00

LARAMIE PEAK MOTORS

LARAMIE PEAK MOTORS	Capital - One Cent 17	Upfitting 2026 Ford F150 101391	$2,811.00
LARAMIE PEAK MOTORS - Total For Capital - One Cent 17			*$2,811.00*
LARAMIE PEAK MOTORS - ALL DEPARTMENTS			$2,811.00

LAWSON PRODUCTS INC

LAWSON PRODUCTS INC	Fleet Maintenance Fund	Monthly Rental	$900.00
LAWSON PRODUCTS INC - Total For Fleet Maintenance Fund			*$900.00*
LAWSON PRODUCTS INC - ALL DEPARTMENTS			$900.00

LOAF N JUG 0119

LOAF N JUG 0119	Police Investigations	Fuel Autopsy 26-063599	$44.99
LOAF N JUG 0119 - Total For Police Investigations			*$44.99*
LOAF N JUG 0119 - ALL DEPARTMENTS			$44.99

LOCAL LAWN CARE LLC

LOCAL LAWN CARE LLC	Community Development	Lawn Mowing Service	$50.00
LOCAL LAWN CARE LLC	Community Development	Lawn Mowing Service	$50.00
LOCAL LAWN CARE LLC - Total For Community Development			*$100.00*
LOCAL LAWN CARE LLC - ALL DEPARTMENTS			$100.00

LONG BUILDING TECHNO

LONG BUILDING TECHNO	Buildings & Structures Fund	Building Pressure Issues	$2,080.00
LONG BUILDING TECHNO - Total For Buildings & Structures Fund			*$2,080.00*
LONG BUILDING TECHNO - ALL DEPARTMENTS			$2,080.00

mageasy.us

mageasy.us	Water Distribution	COVERBUDDY FOR LOCATE I-PAD	$69.99
mageasy.us - Total For Water Distribution			*$69.99*
mageasy.us - ALL DEPARTMENTS			$69.99

MALLORY SAFETY AND S

MALLORY SAFETY AND S	Balefill - Baler Processing	SAFETY GLOVES FOR BALER BLDG	$221.82
MALLORY SAFETY AND S - Total For Balefill - Baler Processing			*$221.82*
MALLORY SAFETY AND S - ALL DEPARTMENTS			$221.82

MAMMOTH SPORTS CONST

MAMMOTH SPORTS CONST	Capital Projects Fund	North Casper Athletics Complex	$571,795.30
MAMMOTH SPORTS CONST - Total For Capital Projects Fund			*$571,795.30*
MAMMOTH SPORTS CONST - ALL DEPARTMENTS			$571,795.30

MANHOLE COVERS DIREC

MANHOLE COVERS DIREC	WWTP Operations	MANHOLE COVERS	$1,414.00
MANHOLE COVERS DIREC - Total For WWTP Operations			*$1,414.00*
MANHOLE COVERS DIREC - ALL DEPARTMENTS			$1,414.00

MAVERIK #391

MAVERIK #391	Police Investigations	Fuel Autopsy 26-063599	$40.06
MAVERIK #391 - Total For Police Investigations			*$40.06*
MAVERIK #391 - ALL DEPARTMENTS			$40.06

MAXWELL PRODUCTS INC

MAXWELL PRODUCTS INC	Streets	FY27 Crack Seal Rubber Purchase	$27,847.04
MAXWELL PRODUCTS INC - Total For Streets			*$27,847.04*
MAXWELL PRODUCTS INC - ALL DEPARTMENTS			$27,847.04

MC JOB POST

MC JOB POST	Sewer Wastewater Collection	Sanitary Sewer/Stormwater Manager - Job P	$250.00
MC JOB POST - Total For Sewer Wastewater Collection			*$250.00*
MC JOB POST - ALL DEPARTMENTS			$250.00

MCMASTER-CARR

MCMASTER-CARR	WWTP Operations	WATER JET DRAIN CLEANERS	$260.87
MCMASTER-CARR	WWTP Operations	TOOLS FOR OPS	$292.78
MCMASTER-CARR - Total For WWTP Operations			*$553.65*
MCMASTER-CARR - ALL DEPARTMENTS			$553.65

MENARDS CASPER WY

MENARDS CASPER WY	Aquatics - Operations	Squeegee, Window Cleaner	$50.27
MENARDS CASPER WY - Total For Aquatics - Operations			*$50.27*
MENARDS CASPER WY	Balefill - Disposal & Landfill	SAFETY SUPPLIES FOR LDF	$122.88
MENARDS CASPER WY	Balefill - Disposal & Landfill	PLEXI GLASS AND MAGNETS FOR DRONE PIC	$133.30
MENARDS CASPER WY	Balefill - Disposal & Landfill	SHOP SUPPLIES FOR LDF EQUIP BUILDING	$93.89
MENARDS CASPER WY - Total For Balefill - Disposal & Landfill			*$350.07*
MENARDS CASPER WY	Cemetery	TE Wasp spray	$33.47
MENARDS CASPER WY - Total For Cemetery			*$33.47*
MENARDS CASPER WY	Parks - Parks Maint.	Sun Screen	$35.97
MENARDS CASPER WY - Total For Parks - Parks Maint.			*$35.97*

MENARDS CASPER WY	Refuse - Recycling	GEN SUPPLIES FOR MRF	$61.63
MENARDS CASPER WY - Total For Refuse - Recycling			*$61.63*
MENARDS CASPER WY	Water Distribution	WINSHEILD WASHER FLUID, CLEANING GLOV	$61.84
MENARDS CASPER WY - Total For Water Distribution			*$61.84*
MENARDS CASPER WY	Weed & Pest Fund	Sun Screen	$35.97
MENARDS CASPER WY - Total For Weed & Pest Fund			*$35.97*
MENARDS CASPER WY - ALL DEPARTMENTS			$629.22

METTLER TOLEDO

METTLER TOLEDO	WWTP Operations	CREDIT FOR TAX BEING CHARGED	($8.69)
METTLER TOLEDO - Total For WWTP Operations			*($8.69)*
METTLER TOLEDO - ALL DEPARTMENTS			($8.69)

MICHAELS FENCE

MICHAELS FENCE	Aquatics- Paradise Valley Op	Fence Slats	$3,100.36
MICHAELS FENCE - Total For Aquatics- Paradise Valley Oper			*$3,100.36*
MICHAELS FENCE - ALL DEPARTMENTS			$3,100.36

MOBILE MESSIAH LLC

MOBILE MESSIAH LLC	Balefill - Disposal & Landfill	Garage Door Repair Ldf EQUIP BLDG	$561.00
MOBILE MESSIAH LLC - Total For Balefill - Disposal & Landfill			*$561.00*
MOBILE MESSIAH LLC - ALL DEPARTMENTS			$561.00

MODERN ELECTRIC CORP

MODERN ELECTRIC CORP	WWTP Revenue and Transfer	Contract Withholding: 92500181	$13,803.75
MODERN ELECTRIC CORP - Total For WWTP Revenue and Transfers			*$13,803.75*
MODERN ELECTRIC CORP - ALL DEPARTMENTS			$13,803.75

MOTOROLA SOLUTIONS

MOTOROLA SOLUTIONS	Police Administration	Remote Speaker Microphones	$2,227.00
MOTOROLA SOLUTIONS - Total For Police Administration			*$2,227.00*
MOTOROLA SOLUTIONS	Public Safety Communication	Flex Additional Server Support 10/27/26 - 10	$4,500.00

MOTOROLA SOLUTIONS - Total For Public Safety Communications			*$4,500.00*
MOTOROLA SOLUTIONS - ALL DEPARTMENTS			$6,727.00

MOUNTAIN ALARM FIRE

MOUNTAIN ALARM FIRE	Aquatics - Operations	Alarm Monitoring	$89.28
MOUNTAIN ALARM FIRE	Aquatics - Operations	Alarm Monitoring & Open/Close Report Mo	$125.28
MOUNTAIN ALARM FIRE - Total For Aquatics - Operations			*$214.56*
MOUNTAIN ALARM FIRE	Balefill - Disposal & Landfill	MONTHLY SVC AND RADIO USAGE	$183.00
MOUNTAIN ALARM FIRE	Balefill - Disposal & Landfill	MONTHLY SVC AND RADIO USAGE	$168.00
MOUNTAIN ALARM FIRE	Balefill - Disposal & Landfill	MONTHLY SVC AND RADIO USAGE	$183.00
MOUNTAIN ALARM FIRE	Balefill - Disposal & Landfill	MONTHLY SVC AND RADIO USAGE	$168.00
MOUNTAIN ALARM FIRE	Balefill - Disposal & Landfill	MONTHLY SVC AND RADIO USAGE	$183.00
MOUNTAIN ALARM FIRE	Balefill - Disposal & Landfill	MONTHLY SVC AND RADIO USAGE	$183.00
MOUNTAIN ALARM FIRE - Total For Balefill - Disposal & Landfill			*$1,068.00*
MOUNTAIN ALARM FIRE	Fire-EMS Administration	Radio Service / UL Fire Monitoring	$183.00
MOUNTAIN ALARM FIRE	Fire-EMS Administration	Radio Service / UL Fire Monitoring	$183.00
MOUNTAIN ALARM FIRE	Fire-EMS Administration	Radio Service / UL Fire Monitoring	$183.00
MOUNTAIN ALARM FIRE	Fire-EMS Administration	Radio Service / UL Fire Monitoring	$183.00
MOUNTAIN ALARM FIRE - Total For Fire-EMS Administration			*$732.00*
MOUNTAIN ALARM FIRE	Metro Animal Shelter	Radio Service / UL Fire Monitoring	$183.00
MOUNTAIN ALARM FIRE - Total For Metro Animal Shelter			*$183.00*
MOUNTAIN ALARM FIRE	Police Administration	Radio Service / Alarm Monitoring	$168.00
MOUNTAIN ALARM FIRE - Total For Police Administration			*$168.00*
MOUNTAIN ALARM FIRE - ALL DEPARTMENTS			$2,365.56

MOUNTAIN STATES

MOUNTAIN STATES	Police Administration	Printing Service - envelopes	$137.31
MOUNTAIN STATES	Police Administration	Printing Service - business cards	$100.19
MOUNTAIN STATES - Total For Police Administration			*$237.50*
MOUNTAIN STATES - ALL DEPARTMENTS			$237.50

MOUNTAIN STATES SYST

MOUNTAIN STATES SYST	Water Distribution	100W ENCODER PIT ERT WITH 3 PORT	$20,160.00

MOUNTAIN STATES SYST - Total For Water Distribution			*$20,160.00*
MOUNTAIN STATES SYST - ALL DEPARTMENTS			$20,160.00

MOUNTAIN WEST TECHNO

MOUNTAIN WEST TECHNO	Casper Business Center	Acct #20778	$94.20
MOUNTAIN WEST TECHNO - Total For Casper Business Center			*$94.20*
MOUNTAIN WEST TECHNO	Field Maintenance	Acct #32069	$108.75
MOUNTAIN WEST TECHNO	Field Maintenance	Acct #32070	$90.75
MOUNTAIN WEST TECHNO	Field Maintenance	Acct #32071	$90.75
MOUNTAIN WEST TECHNO - Total For Field Maintenance			*$290.25*
MOUNTAIN WEST TECHNO	Fire-EMS Administration	Acct #27146	$318.07
MOUNTAIN WEST TECHNO - Total For Fire-EMS Administration			*$318.07*
MOUNTAIN WEST TECHNO	Hogadon - Operations	Acct #10715	$67.95
MOUNTAIN WEST TECHNO - Total For Hogadon - Operations			*$67.95*
MOUNTAIN WEST TECHNO	Information Services	Acct #13922	$451.00
MOUNTAIN WEST TECHNO - Total For Information Services			*$451.00*
MOUNTAIN WEST TECHNO	Miller St. Dormitory	Acct #13502	$88.95
MOUNTAIN WEST TECHNO - Total For Miller St. Dormitory			*$88.95*
MOUNTAIN WEST TECHNO - ALL DEPARTMENTS			$1,310.42

MSY AIRP LEAHS KITCH

MSY AIRP LEAHS KITCH	WWTP Operations	MEAL M LOCKWOOD CONFERENCE	$13.99
MSY AIRP LEAHS KITCH - Total For WWTP Operations			*$13.99*
MSY AIRP LEAHS KITCH - ALL DEPARTMENTS			$13.99

MUNICIPAL EMERGENCY

MUNICIPAL EMERGENCY	Fire-EMS Training	Specialist Level Maintenance Training Srvc	$1,950.00
MUNICIPAL EMERGENCY - Total For Fire-EMS Training			*$1,950.00*
MUNICIPAL EMERGENCY - ALL DEPARTMENTS			$1,950.00

NAPA AUTO PARTS CORP

NAPA AUTO PARTS CORP	Fleet Maintenance Fund	CONSUMABLES & SM TOOLS	$1,832.38
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	CONSUMABLES & SM TOOLS	$12,764.68

NAPA AUTO PARTS CORP	Fleet Maintenance Fund	CONSUMABLES & SM TOOLS	$102,367.06
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	CONSUMABLES & SM TOOLS	$1,175.05
NAPA AUTO PARTS CORP - Total For Fleet Maintenance Fund			*$118,139.17*
NAPA AUTO PARTS CORP - ALL DEPARTMENTS			$118,139.17

NARCISO R. LEON HERN

NARCISO R. LEON HERN	Community Development	Lawn Mowing Service	$418.88
NARCISO R. LEON HERN	Community Development	Lawn Mowing Service	$251.68
NARCISO R. LEON HERN	Community Development	Lawn Mowing Service	$264.00
NARCISO R. LEON HERN - Total For Community Development			*$934.56*
NARCISO R. LEON HERN - ALL DEPARTMENTS			$934.56

NATIONAL ASSOCIATION

NATIONAL ASSOCIATION	Police Career Services	Training Registration	$600.00
NATIONAL ASSOCIATION	Police Career Services	Training Registration	$600.00
NATIONAL ASSOCIATION	Police Career Services	Training - Registration	$600.00
NATIONAL ASSOCIATION - Total For Police Career Services			*$1,800.00*
NATIONAL ASSOCIATION - ALL DEPARTMENTS			$1,800.00

NATIONAL SKI AREAS A

NATIONAL SKI AREAS A	Hogadon - Operations	NSAA Training Copper	$195.00
NATIONAL SKI AREAS A - Total For Hogadon - Operations			*$195.00*
NATIONAL SKI AREAS A - ALL DEPARTMENTS			$195.00

NATRONA COUNTY ADULT

NATRONA COUNTY ADULT	Buildings & Structures Fund	Building permit for SW Admin Bldg HAVC Ins	$98.83
NATRONA COUNTY ADULT - Total For Buildings & Structures Fund			*$98.83*
NATRONA COUNTY ADULT	Customer Service	LAD Lien Release	$17.50
NATRONA COUNTY ADULT - Total For Customer Service			*$17.50*
NATRONA COUNTY ADULT - ALL DEPARTMENTS			$116.33

NATRONA COUNTY OFFIC

NATRONA COUNTY OFFIC	Police Administration	Contract Juvenile Detention - October 2026	$7,500.00
NATRONA COUNTY OFFIC - Total For Police Administration			*$7,500.00*
NATRONA COUNTY OFFIC - ALL DEPARTMENTS			$7,500.00

NOCC CONC

NOCC CONC	WWTP Operations	MEAL AT CONFERENCE M LOCKWOOD	$13.29
NOCC CONC	WWTP Operations	MEAL AT CONFERENCE M LOCKWWOD	$21.04
NOCC CONC - Total For WWTP Operations			*$34.33*
NOCC CONC - ALL DEPARTMENTS			$34.33

NOLAND FEED

NOLAND FEED	Metro Animal Shelter	MISCELLANEOUS AND RETAIL STORES, food	$2,000.00
NOLAND FEED	Metro Animal Shelter	MISCELLANEOUS AND RETAIL STORES, food	$500.00
NOLAND FEED - Total For Metro Animal Shelter			*$2,500.00*
NOLAND FEED	Police Administration	K9 food	$121.00
NOLAND FEED - Total For Police Administration			*$121.00*
NOLAND FEED - ALL DEPARTMENTS			$2,621.00

NOODLES AND COMPANY

NOODLES AND COMPANY	Police Investigations	Autopsy 26-063599	$52.95
NOODLES AND COMPANY	Police Investigations	Autopsy 26-063599	$18.42
NOODLES AND COMPANY - Total For Police Investigations			*$71.37*
NOODLES AND COMPANY - ALL DEPARTMENTS			$71.37

NORCO, INC.

NORCO, INC.	Balefill - Diversion & Special	HINGES FOR UNIT#141486 GRINDER	$47.00
NORCO, INC. - Total For Balefill - Diversion & Special			*$47.00*
NORCO, INC.	Buildings & Structures Fund	Cylinder Rental	$10.20
NORCO, INC. - Total For Buildings & Structures Fund			*$10.20*
NORCO, INC.	Fleet Maintenance Fund	Cylinder Rental	$191.40
NORCO, INC. - Total For Fleet Maintenance Fund			*$191.40*
NORCO, INC.	Golf - Operations	Cylinder Rental	$29.10
NORCO, INC. - Total For Golf - Operations			*$29.10*

NORCO, INC.	Parks - Parks Maint.	Safety Glasses	$10.05
NORCO, INC. - Total For Parks - Parks Maint.			*$10.05*
NORCO, INC.	Refuse - Residential	GEN SUPPLIES/ MATERIALS- BAGS FOR PARK	$1,172.00
NORCO, INC. - Total For Refuse - Residential			*$1,172.00*
NORCO, INC.	Weed & Pest Fund	Safety Glasses	$10.05
NORCO, INC. - Total For Weed & Pest Fund			*$10.05*
NORCO, INC.	WWTP Operations	COMPRESSED GAS	$180.00
NORCO, INC. - Total For WWTP Operations			*$180.00*
NORCO, INC. - ALL DEPARTMENTS			$1,649.80

NORTHWEST CONTRACTOR

NORTHWEST CONTRACTOR	Balefill - Baler Processing	WINTER SUPPLIES FOR BALER BLDG	$623.42
NORTHWEST CONTRACTOR - Total For Balefill - Baler Processing			*$623.42*
NORTHWEST CONTRACTOR	Parks - Parks Maint.	Hackzall	$199.00
NORTHWEST CONTRACTOR - Total For Parks - Parks Maint.			*$199.00*
NORTHWEST CONTRACTOR	Refuse - Recycling	GENERAL SUPPLIES/ MAINT ITEMS FOR MRF	$728.00
NORTHWEST CONTRACTOR - Total For Refuse - Recycling			*$728.00*
NORTHWEST CONTRACTOR	Weed & Pest Fund	ratcheting load chain	$353.40
NORTHWEST CONTRACTOR	Weed & Pest Fund	Ratcheting load binder	$175.80
NORTHWEST CONTRACTOR - Total For Weed & Pest Fund			*$529.20*
NORTHWEST CONTRACTOR - ALL DEPARTMENTS			$2,079.62

ONE CALL OF WY.

ONE CALL OF WY.	Parks - Parks Maint.	Tickets For September One Call	$166.95
ONE CALL OF WY. - Total For Parks - Parks Maint.			*$166.95*
ONE CALL OF WY.	Sewer Wastewater Collection	Tickets For September	$526.84
ONE CALL OF WY. - Total For Sewer Wastewater Collection			*$526.84*
ONE CALL OF WY.	Traffic Control	Tickets For September	$66.15
ONE CALL OF WY. - Total For Traffic Control			*$66.15*
ONE CALL OF WY.	Water Distribution	Tickets For September	$643.91
ONE CALL OF WY. - Total For Water Distribution			*$643.91*
ONE CALL OF WY. - ALL DEPARTMENTS			$1,403.85

OWPSACSTATE

OWPSACSTATE	Water Distribution	OWP TRAINING MANUALS	$235.00
OWPSACSTATE - Total For Water Distribution			*$235.00*
OWPSACSTATE - ALL DEPARTMENTS			$235.00

PACE ANALYTICAL SERV

PACE ANALYTICAL SERV	WWTP Pretreatment	Sample Testing & Disposal	$300.00
PACE ANALYTICAL SERV	WWTP Pretreatment	Sample Testing & Disposal	$3,827.00
PACE ANALYTICAL SERV	WWTP Pretreatment	Sample Testing & Disposal	$719.00
PACE ANALYTICAL SERV - Total For WWTP Pretreatment			*$4,846.00*
PACE ANALYTICAL SERV - ALL DEPARTMENTS			$4,846.00

PAR A&W RESTAURANTS

PAR A&W RESTAURANTS	Fleet Maintenance Fund	TRAINING LUNCH/ TRANSIT	$37.38
PAR A&W RESTAURANTS - Total For Fleet Maintenance Fund			*$37.38*
PAR A&W RESTAURANTS - ALL DEPARTMENTS			$37.38

PAR ZAZA CUBAN COMFO

PAR ZAZA CUBAN COMFO	Community Development	FAST FOOD RESTAURANTS	$29.05
PAR ZAZA CUBAN COMFO - Total For Community Development			*$29.05*
PAR ZAZA CUBAN COMFO - ALL DEPARTMENTS			$29.05

PARKSON CORPORATION

PARKSON CORPORATION	WWTP Operations	BAR SCREEN PARTS	$3,103.17
PARKSON CORPORATION - Total For WWTP Operations			*$3,103.17*
PARKSON CORPORATION - ALL DEPARTMENTS			$3,103.17

PAYPAL GETAC USA

PAYPAL GETAC USA	Police Administration	Getac	$122.22
PAYPAL GETAC USA - Total For Police Administration			*$122.22*

PAYPAL GETAC USA - ALL DEPARTMENTS			$122.22

PAYPAL PILOTINSTIT

PAYPAL PILOTINSTIT	Police Career Services	SCHOOLS AND EDUCATIONAL SERVICES NOT	$124.00
PAYPAL PILOTINSTIT - Total For Police Career Services			*$124.00*
PAYPAL PILOTINSTIT - ALL DEPARTMENTS			$124.00

PCN STRATEGIES INC

PCN STRATEGIES INC	Capital - One Cent 17	Body Camera Alligator Clip & Magnetic Mou	$2,629.00
PCN STRATEGIES INC	Capital - One Cent 17	Single Port Dock, Cables, Adapter & Warrant	$1,415.30
PCN STRATEGIES INC - Total For Capital - One Cent 17			*$4,044.30*
PCN STRATEGIES INC - ALL DEPARTMENTS			$4,044.30

PEAVEY CORP.

PEAVEY CORP.	Police Investigations	Evidence supplies	$156.35
PEAVEY CORP. - Total For Police Investigations			*$156.35*
PEAVEY CORP. - ALL DEPARTMENTS			$156.35

PEDEN'S INC

PEDEN'S INC	Police Career Services	Embroidery Service	$144.00
PEDEN'S INC - Total For Police Career Services			*$144.00*
PEDEN'S INC - ALL DEPARTMENTS			$144.00

PEPPER TANK & CONTRA

PEPPER TANK & CONTRA	Fire-EMS Training	Shipping Container Confined Space Training	$2,768.00
PEPPER TANK & CONTRA - Total For Fire-EMS Training			*$2,768.00*
PEPPER TANK & CONTRA	Special Fire Assistance Fund	Shipping Container Confined Space Training	$63,082.00
PEPPER TANK & CONTRA - Total For Special Fire Assistance Fund			*$63,082.00*
PEPPER TANK & CONTRA - ALL DEPARTMENTS			$65,850.00

PEPSI COLA OF CASPER

PEPSI COLA OF CASPER	Aquatics- Mike Sedar Oper.	Beverage Supply Return (CO2 deposit)	($50.00)
PEPSI COLA OF CASPER	Aquatics- Mike Sedar Oper.	Beverages	$454.50
PEPSI COLA OF CASPER - Total For Aquatics- Mike Sedar Oper.			*$404.50*
PEPSI COLA OF CASPER	Aquatics- Paradise Valley Op	Beverage Supplies	$184.00
PEPSI COLA OF CASPER	Aquatics- Paradise Valley Op	Beverages	$65.00
PEPSI COLA OF CASPER	Aquatics- Paradise Valley Op	Beverages & Beverage Supplies	$1,037.10
PEPSI COLA OF CASPER - Total For Aquatics- Paradise Valley Oper			*$1,286.10*
PEPSI COLA OF CASPER - ALL DEPARTMENTS			$1,690.60

PETCO 1456

PETCO 1456	Metro Animal Shelter	PET SHOPS-PET FOOD AND SUPPLY STORES,	$58.88
PETCO 1456	Metro Animal Shelter	PET SHOPS-PET FOOD AND SUPPLY STORES,	$26.24
PETCO 1456 - Total For Metro Animal Shelter			*$85.12*
PETCO 1456 - ALL DEPARTMENTS			$85.12

POKE BOWL PHILLY

POKE BOWL PHILLY	Special Events	NRPA Travel Food #8	$25.97
POKE BOWL PHILLY - Total For Special Events			*$25.97*
POKE BOWL PHILLY - ALL DEPARTMENTS			$25.97

POSTAL PROS, INC.

POSTAL PROS, INC.	Customer Service	Shut Off Reminders / E-Payments	$658.40
POSTAL PROS, INC.	Customer Service	UB/Past Due Printing / Postage / Mail Servic	$3,745.38
POSTAL PROS, INC.	Customer Service	UB Printing / Postage / Mail Service	$4,347.14
POSTAL PROS, INC.	Customer Service	E-Billing Insert / Set Up & Cutting Fee	$490.42
POSTAL PROS, INC. - Total For Customer Service			*$9,241.34*
POSTAL PROS, INC. - ALL DEPARTMENTS			$9,241.34

POTTERS INDUSTRIES L

POTTERS INDUSTRIES L	Traffic Control	Highway Safety Marking Spheres	$4,940.00
POTTERS INDUSTRIES L - Total For Traffic Control			*$4,940.00*
POTTERS INDUSTRIES L - ALL DEPARTMENTS			$4,940.00

POWER EQUIPMENT CORP

POWER EQUIPMENT CORP	Balefill - Diversion & Special	Equipment Repair UNIT#141486 GRINDER	$1,347.16
POWER EQUIPMENT CORP - Total For Balefill - Diversion & Special			*$1,347.16*
POWER EQUIPMENT CORP - ALL DEPARTMENTS			$1,347.16

PRAZMA PAINT AND AUT

PRAZMA PAINT AND AUT	Fleet Maintenance Fund	CLAIM NO 202600173/ 101357 Auto Body R	$5,106.65
PRAZMA PAINT AND AUT - Total For Fleet Maintenance Fund			*$5,106.65*
PRAZMA PAINT AND AUT - ALL DEPARTMENTS			$5,106.65

PRIMARY ARMS

PRIMARY ARMS	Police Administration	Range supplies	$107.64
PRIMARY ARMS - Total For Police Administration			*$107.64*
PRIMARY ARMS - ALL DEPARTMENTS			$107.64

PROFESSIONAL CLEANIN

PROFESSIONAL CLEANIN	WWTP Operations	Cleaning Service - September 2026	$1,395.00
PROFESSIONAL CLEANIN - Total For WWTP Operations			*$1,395.00*
PROFESSIONAL CLEANIN - ALL DEPARTMENTS			$1,395.00

PSI EXAMS

PSI EXAMS	Water Distribution	PSI- JUDD BROOKS LEVEL 2	$108.00
PSI EXAMS - Total For Water Distribution			*$108.00*
PSI EXAMS - ALL DEPARTMENTS			$108.00

PURVIS INDUSTRIES

PURVIS INDUSTRIES	Water Meters	BALL BEARING FOR METERS	$4.26
PURVIS INDUSTRIES - Total For Water Meters			*$4.26*
PURVIS INDUSTRIES - ALL DEPARTMENTS			$4.26

PVS DX INC

PVS DX INC	Regional Water Operations	Sodium Hypochlorite / Excise Tax / Fuel Surc	$14,407.00
PVS DX INC	Regional Water Operations	Sodium Hypochlorite / Excise Tax	$14,372.38
PVS DX INC - Total For Regional Water Operations			*$28,779.38*
PVS DX INC - ALL DEPARTMENTS			$28,779.38

PY DOWNTOWN SELFSTO

PY DOWNTOWN SELFSTO	Police Grants Fund	VS self storage	$55.00
PY DOWNTOWN SELFSTO	Police Grants Fund	VS Self storage	$82.50
PY DOWNTOWN SELFSTO - Total For Police Grants Fund			*$137.50*
PY DOWNTOWN SELFSTO - ALL DEPARTMENTS			$137.50

Q MART AIRPORT

Q MART AIRPORT	Public Safety Communication	PSCC Training	$31.00
Q MART AIRPORT - Total For Public Safety Communications			*$31.00*
Q MART AIRPORT - ALL DEPARTMENTS			$31.00

REOTEMP INSTRUMENT C

REOTEMP INSTRUMENT C	Balefill - Diversion & Special	Cellular CompostWatch Sbscrptn - 8/30/26 -	$4,680.00
REOTEMP INSTRUMENT C - Total For Balefill - Diversion & Special			*$4,680.00*
REOTEMP INSTRUMENT C - ALL DEPARTMENTS			$4,680.00

RIVER AMBASSADORS ME

RIVER AMBASSADORS ME	Public Engagement	Miscellaneous Item	$1,225.00
RIVER AMBASSADORS ME - Total For Public Engagement			*$1,225.00*
RIVER AMBASSADORS ME - ALL DEPARTMENTS			$1,225.00

Rocky Mountain

Rocky Mountain	Regional Water Operations	Bulk Oxygen - fuel surcharge/bulk & hazmat	$5,132.34
Rocky Mountain - Total For Regional Water Operations			*$5,132.34*

Rocky Mountain - ALL DEPARTMENTS	$5,132.34

ROCKY MOUNTAIN ANIMA

ROCKY MOUNTAIN ANIMA	Metro Animal Shelter	VETERINARY SERVICES, vet services many ani	$7,000.00
ROCKY MOUNTAIN ANIMA - Total For Metro Animal Shelter			*$7,000.00*
ROCKY MOUNTAIN ANIMA - ALL DEPARTMENTS			$7,000.00

ROCKY MOUNTAIN POWER

ROCKY MOUNTAIN POWER	Aquatics- Marion Kreiner Op	Acct #54730761-112 9	$79.75
ROCKY MOUNTAIN POWER - Total For Aquatics- Marion Kreiner Oper.			*$79.75*
ROCKY MOUNTAIN POWER	Aquatics- Mike Sedar Oper.	Acct #54730761-112 9	$629.36
ROCKY MOUNTAIN POWER - Total For Aquatics- Mike Sedar Oper.			*$629.36*
ROCKY MOUNTAIN POWER	Aquatics- Paradise Valley Op	Acct #54730761-112 9	$385.43
ROCKY MOUNTAIN POWER - Total For Aquatics- Paradise Valley Oper			*$385.43*
ROCKY MOUNTAIN POWER	Aquatics- Washington Oper	Acct #54730761-112 9	$51.05
ROCKY MOUNTAIN POWER - Total For Aquatics- Washington Oper			*$51.05*
ROCKY MOUNTAIN POWER	Balefill - Disposal & Landfill	Solid Waste Bldgs RMPower Acct #54730761	$10,965.92
ROCKY MOUNTAIN POWER	Balefill - Disposal & Landfill	Ldf Gas System Electric Power Acct #547307	$91.87
ROCKY MOUNTAIN POWER - Total For Balefill - Disposal & Landfill			*$11,057.79*
ROCKY MOUNTAIN POWER	Capital Projects Fund	Casper Business Center - General Service Agr	$350.00
ROCKY MOUNTAIN POWER	Capital Projects Fund	Cspr Bus. Cntr - Customer Requested Work A	$9,520.00
ROCKY MOUNTAIN POWER - Total For Capital Projects Fund			*$9,870.00*
ROCKY MOUNTAIN POWER	Cemetery	Acct #54730761-092 3	$159.51
ROCKY MOUNTAIN POWER - Total For Cemetery			*$159.51*
ROCKY MOUNTAIN POWER	Field Maintenance	Acct #54730761-131 9	$4,644.28
ROCKY MOUNTAIN POWER - Total For Field Maintenance			*$4,644.28*
ROCKY MOUNTAIN POWER	Fire-EMS Administration	Acct #60445507-008 5	$727.85
ROCKY MOUNTAIN POWER	Fire-EMS Administration	Acct #54730761-097 2	$3,253.13
ROCKY MOUNTAIN POWER	Fire-EMS Administration	Acct #54730761-141 8	$514.39
ROCKY MOUNTAIN POWER - Total For Fire-EMS Administration			*$4,495.37*
ROCKY MOUNTAIN POWER	Fleet Maintenance Fund	Acct #54730761-096 4	$3,565.26
ROCKY MOUNTAIN POWER - Total For Fleet Maintenance Fund			*$3,565.26*
ROCKY MOUNTAIN POWER	Fort Caspar	Acct #54730761-098 0	$1,441.23
ROCKY MOUNTAIN POWER - Total For Fort Caspar			*$1,441.23*

ROCKY MOUNTAIN POWER	Golf - Operations	Acct #54730761-165 7	$137.81
ROCKY MOUNTAIN POWER - Total For Golf - Operations			*$137.81*
ROCKY MOUNTAIN POWER	Hogadon - Operations	Acct #54730761-100 4	$1,959.97
ROCKY MOUNTAIN POWER	Hogadon - Operations	Acct #54730761-126 9	$3,623.14
ROCKY MOUNTAIN POWER - Total For Hogadon - Operations			*$5,583.11*
ROCKY MOUNTAIN POWER	Ice Arena - Operations	Acct #54730761-101 2	$3,442.16
ROCKY MOUNTAIN POWER - Total For Ice Arena - Operations			*$3,442.16*
ROCKY MOUNTAIN POWER	Parks - Parks Maint.	Acct #54730761-103 8	$4,337.62
ROCKY MOUNTAIN POWER - Total For Parks - Parks Maint.			*$4,337.62*
ROCKY MOUNTAIN POWER	Parks - Special Areas	Acct #54730761-148 3	$63.29
ROCKY MOUNTAIN POWER	Parks - Special Areas	Acct #54730761-132 7	$2,394.89
ROCKY MOUNTAIN POWER - Total For Parks - Special Areas			*$2,458.18*
ROCKY MOUNTAIN POWER	Public Safety Communication	Acct #54730761-146 7	$384.02
ROCKY MOUNTAIN POWER - Total For Public Safety Communications			*$384.02*
ROCKY MOUNTAIN POWER	Public Transit - Operations	Acct #54730761-156 6	$371.44
ROCKY MOUNTAIN POWER - Total For Public Transit - Operations			*$371.44*
ROCKY MOUNTAIN POWER	Refuse - Residential	Solid Waste Bldgs RMPower Acct #54730761	$1,300.61
ROCKY MOUNTAIN POWER - Total For Refuse - Residential			*$1,300.61*
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-011 0	$2,100.88
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-006 0	$803.48
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-013 6	$898.97
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-004 5	$36.71
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-018 5	$5,153.95
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-005 2	$447.49
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-010 2	$4,790.91
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-017 7	$478.78
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-002 9	$605.52
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-012 8	$1,363.63
ROCKY MOUNTAIN POWER - Total For Regional Water Operations			*$16,680.32*
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-026 8	$45.95
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-016 9	$2,646.02
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-015 1	$58.43
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-008 6	$214.65
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-014 4	$35.85
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-019 3	$33.66
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-021 9	$33.27

ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-001 1	$33.95
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-024 3	$33.75
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-003 7	$3,137.56
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Acct #60931133-025 0	$2,964.33
ROCKY MOUNTAIN POWER - Total For RWS - Booster Stations			*$9,237.42*
ROCKY MOUNTAIN POWER	Sewer Wastewater Collection	Acct #54730761-105 3	$627.45
ROCKY MOUNTAIN POWER - Total For Sewer Wastewater Collection			*$627.45*
ROCKY MOUNTAIN POWER	Traffic Control	Acct #54730761-003 0	$98.57
ROCKY MOUNTAIN POWER	Traffic Control	Acct #54730761-106 1	$60,384.61
ROCKY MOUNTAIN POWER - Total For Traffic Control			*$60,483.18*
ROCKY MOUNTAIN POWER	Water Distribution	Acct #54730761-107 9	$432.59
ROCKY MOUNTAIN POWER - Total For Water Distribution			*$432.59*
ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-135 0	$39.87
ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-107 9	$34,390.46
ROCKY MOUNTAIN POWER - Total For Water Tanks			*$34,430.33*
ROCKY MOUNTAIN POWER	WWTP Operations	Acct #54730761-108 7	$34,449.18
ROCKY MOUNTAIN POWER - Total For WWTP Operations			*$34,449.18*
ROCKY MOUNTAIN POWER - ALL DEPARTMENTS			$210,734.45

Rooter

Rooter	Buildings & Structures Fund	Trailer Jetter Services	$480.00
Rooter - Total For Buildings & Structures Fund			*$480.00*
Rooter	Golf - Operations	Portable Restroom Rental	$585.00
Rooter - Total For Golf - Operations			*$585.00*
Rooter	Hogadon - Operations	Portable Toilet Rental	$176.78
Rooter - Total For Hogadon - Operations			*$176.78*
Rooter	Parks - Parks Maint.	Porta-John from R&R	$362.45
Rooter	Parks - Parks Maint.	Porta-John from R&R	$39.69
Rooter	Parks - Parks Maint.	Porta-John from R&R	$133.03
Rooter	Parks - Parks Maint.	Porta-John from R&R	$39.69
Rooter	Parks - Parks Maint.	Porta-John from R&R	$316.46
Rooter	Parks - Parks Maint.	Porta-John from R&R	$133.03
Rooter	Parks - Parks Maint.	Porta-John from R&R	$194.18
Rooter	Parks - Parks Maint.	Porta-John from R&R	$133.03
Rooter	Parks - Parks Maint.	Porta-John from R&R	$95.00

Rooter	Parks - Parks Maint.	Porta-John from R&R	$95.00
Rooter	Parks - Parks Maint.	Porta-John from R&R	$67.42
Rooter	Parks - Parks Maint.	Porta-John from R&R	$39.69
Rooter	Parks - Parks Maint.	Porta-John from R&R	$39.69
Rooter	Parks - Parks Maint.	Porta-John from R&R	$61.15
Rooter	Parks - Parks Maint.	Porta-John from R&R	$81.53
Rooter	Parks - Parks Maint.	Porta-John from R&R	$194.18
Rooter - Total For Parks - Parks Maint.			*$2,025.22*
Rooter - ALL DEPARTMENTS			$3,267.00

ROSEN HOTELS PLAZA

ROSEN HOTELS PLAZA	Community Development	ROSEN HOTELS & RESORTS	$890.76
ROSEN HOTELS PLAZA - Total For Community Development			*$890.76*
ROSEN HOTELS PLAZA - ALL DEPARTMENTS			$890.76

SAMPSON CONSTRUCTION

SAMPSON CONSTRUCTION	Opportunities Fund	Business Center Remodel Phase	$712,495.92
SAMPSON CONSTRUCTION - Total For Opportunities Fund			*$712,495.92*
SAMPSON CONSTRUCTION - ALL DEPARTMENTS			$712,495.92

SAMS CLUB #6425

SAMS CLUB #6425	Ice Arena - Concessions	Concessions - Pretzels, Plates, Salt, Chips	$131.90
SAMS CLUB #6425	Ice Arena - Concessions	Concessions - Pretzels	$59.96
SAMS CLUB #6425 - Total For Ice Arena - Concessions			*$191.86*
SAMS CLUB #6425 - ALL DEPARTMENTS			$191.86

SAMS CLUB.COM

SAMS CLUB.COM	Balefill - Disposal & Landfill	CUSTOMER APPRECIATION/HOLIDAY SUPPLI	$278.02
SAMS CLUB.COM - Total For Balefill - Disposal & Landfill			*$278.02*
SAMS CLUB.COM	Public Transit - Operations	WHOLESALE CLUBS	$58.89
SAMS CLUB.COM - Total For Public Transit - Operations			*$58.89*
SAMS CLUB.COM - ALL DEPARTMENTS			$336.91

SAMSARA INC

SAMSARA INC	Refuse - Residential	HD Camera Connectors 6 SL	$1,230.00
SAMSARA INC	Refuse - Residential	Dash Cam License Service 8/14/26 to 7/14/2	$3,168.06
SAMSARA INC - Total For Refuse - Residential			*$4,398.06*
SAMSARA INC - ALL DEPARTMENTS			$4,398.06

SAMSCLUB #6425

SAMSCLUB #6425	City Council	Tea, la croix and snacks for council meetings.	$63.70
SAMSCLUB #6425 - Total For City Council			*$63.70*
SAMSCLUB #6425	City Manager	Tea, la croix and snacks for council meetings.	$33.96
SAMSCLUB #6425 - Total For City Manager			*$33.96*
SAMSCLUB #6425	Ice Arena - Concessions	Concessions - Pretzels, Gatorade, HD Buns, A	$225.56
SAMSCLUB #6425 - Total For Ice Arena - Concessions			*$225.56*
SAMSCLUB #6425	Ice Arena - Operations	General - TV	$428.00
SAMSCLUB #6425 - Total For Ice Arena - Operations			*$428.00*
SAMSCLUB #6425 - ALL DEPARTMENTS			$751.22

SHEET METAL SPECIALT

SHEET METAL SPECIALT	WWTP Operations	Replace Condenser Fan Motor / Repaired Wi	$955.00
SHEET METAL SPECIALT - Total For WWTP Operations			*$955.00*
SHEET METAL SPECIALT - ALL DEPARTMENTS			$955.00

SHELL OIL10085002011

SHELL OIL10085002011	Police Career Services	Recruitment travel	$22.30
SHELL OIL10085002011 - Total For Police Career Services			*$22.30*
SHELL OIL10085002011 - ALL DEPARTMENTS			$22.30

SHERWIN-WILLIAMS COR

SHERWIN-WILLIAMS COR	Buildings & Structures Fund	Repair supplies for Fire Station 3 - Sherwin	$28.95
SHERWIN-WILLIAMS COR - Total For Buildings & Structures Fund			*$28.95*
SHERWIN-WILLIAMS COR - ALL DEPARTMENTS			$28.95

SIMPLOT TURF & HORTI

SIMPLOT TURF & HORTI	Weed & Pest Fund	Pendulum Aqua-Cap	$4,350.00
SIMPLOT TURF & HORTI	Weed & Pest Fund	Instrata	$1,970.00
SIMPLOT TURF & HORTI	Weed & Pest Fund	T-Zone SE Herbicide	$2,468.40
SIMPLOT TURF & HORTI - Total For Weed & Pest Fund			*$8,788.40*
SIMPLOT TURF & HORTI - ALL DEPARTMENTS			$8,788.40

Sirchie LLC

Sirchie LLC	Police Investigations	Evidence	$247.85
Sirchie LLC	Police Investigations	Evidence supplies	$167.51
Sirchie LLC - Total For Police Investigations			*$415.36*
Sirchie LLC - ALL DEPARTMENTS			$415.36

SKYLINE RANCHES

SKYLINE RANCHES	Sewer Fund	Retail Sewer Revenue/201 Sewer Billing/Ad	($180.44)
SKYLINE RANCHES	Sewer Fund	Retail Sewer Revenue/201 Sewer Billing/Ad	$1,804.44
SKYLINE RANCHES - Total For Sewer Fund			*$1,624.00*
SKYLINE RANCHES	WWTP Revenue and Transfer	Retail Sewer Revenue/201 Sewer Billing/Ad	($1,008.41)
SKYLINE RANCHES - Total For WWTP Revenue and Transfers			*($1,008.41)*
SKYLINE RANCHES - ALL DEPARTMENTS			$615.59

SMARSH, INC

SMARSH, INC	Information Services	Professional Archive Service	$230.80
SMARSH, INC - Total For Information Services			*$230.80*
SMARSH, INC - ALL DEPARTMENTS			$230.80

SMITH PSYCHOLOGICAL

SMITH PSYCHOLOGICAL	Police Career Services	Confidential Legal or Medical Matters	$400.00
SMITH PSYCHOLOGICAL - Total For Police Career Services			*$400.00*
SMITH PSYCHOLOGICAL - ALL DEPARTMENTS			$400.00

SMITHS FOOD #4185

SMITHS FOOD #4185	River Volunteer Events	Supplies for volunteer day	$17.94
SMITHS FOOD #4185 - Total For River Volunteer Events			*$17.94*
SMITHS FOOD #4185 - ALL DEPARTMENTS			$17.94

SOFT DR INC

SOFT DR INC	Balefill - Disposal & Landfill	WATER SYSTEM FILTERS @SH	$292.50
SOFT DR INC - Total For Balefill - Disposal & Landfill			*$292.50*
SOFT DR INC	Fire-EMS Administration	Water Delivery Service	$33.68
SOFT DR INC	Fire-EMS Administration	Water Delivery Service	$11.18
SOFT DR INC - Total For Fire-EMS Administration			*$44.86*
SOFT DR INC	Municipal Court	Water Delivery Service	$11.18
SOFT DR INC	Municipal Court	Water Delivery Service	$11.18
SOFT DR INC - Total For Municipal Court			*$22.36*
SOFT DR INC - ALL DEPARTMENTS			$359.72

SP ALIEN GEAR HOLSTE

SP ALIEN GEAR HOLSTE	Police Career Services	Officer Uniform	$183.06
SP ALIEN GEAR HOLSTE	Police Career Services	Officer uniform	$209.84
SP ALIEN GEAR HOLSTE - Total For Police Career Services			*$392.90*
SP ALIEN GEAR HOLSTE - ALL DEPARTMENTS			$392.90

SP KM PET PRODUCTS

SP KM PET PRODUCTS	Police Administration	K9	$70.07
SP KM PET PRODUCTS - Total For Police Administration			*$70.07*
SP KM PET PRODUCTS - ALL DEPARTMENTS			$70.07

SP TROPHYDEPOT

SP TROPHYDEPOT	Softball	2026 G&G Best Costume Medals	$55.80
SP TROPHYDEPOT - Total For Softball			*$55.80*
SP TROPHYDEPOT - ALL DEPARTMENTS			$55.80

SPORTSMANS WAREHOUSE

SPORTSMANS WAREHOUSE	Sewer Wastewater Collection AQUATAINERS		$74.95
SPORTSMANS WAREHOUSE - Total For Sewer Wastewater Collection			*$74.95*
SPORTSMANS WAREHOUSE - ALL DEPARTMENTS			$74.95

SQ 9X19 FABRICATION

SQ 9X19 FABRICATION	Police Administration	Range supplies	$200.24
SQ 9X19 FABRICATION - Total For Police Administration			*$200.24*
SQ 9X19 FABRICATION - ALL DEPARTMENTS			$200.24

SQ AMERICAN TAXI NE

SQ AMERICAN TAXI NE	WWTP Operations	TAXI AT CONFERENCE M LOCKWOOD	$15.60
SQ AMERICAN TAXI NE - Total For WWTP Operations			*$15.60*
SQ AMERICAN TAXI NE - ALL DEPARTMENTS			$15.60

SQ BARTLING PEST CO

SQ BARTLING PEST CO	Rec Center - Operations	DISINFECTING AND EXTERMINATING SERVIC	$100.00
SQ BARTLING PEST CO - Total For Rec Center - Operations			*$100.00*
SQ BARTLING PEST CO - ALL DEPARTMENTS			$100.00

SQ EILEEN'S COLOSSA

SQ EILEEN'S COLOSSA	Human Resources	Cookies for CWCM	$12.00
SQ EILEEN'S COLOSSA - Total For Human Resources			*$12.00*
SQ EILEEN'S COLOSSA - ALL DEPARTMENTS			$12.00

SQ IPA MACHINING

SQ IPA MACHINING	Regional Water Operations	machine parts	$3,550.50
SQ IPA MACHINING - Total For Regional Water Operations			*$3,550.50*
SQ IPA MACHINING - ALL DEPARTMENTS			$3,550.50

SQ PEDEN'S INC.

SQ PEDEN'S INC.	Police Administration	Name Plates	$18.00
SQ PEDEN'S INC. - Total For Police Administration			*$18.00*
SQ PEDEN'S INC.	Police Career Services	Officer Uniform	$99.00
SQ PEDEN'S INC. - Total For Police Career Services			*$99.00*
SQ PEDEN'S INC.	Police Grants Fund	VS - DV shirts	$313.00
SQ PEDEN'S INC. - Total For Police Grants Fund			*$313.00*
SQ PEDEN'S INC. - ALL DEPARTMENTS			$430.00

SQ QUESO'S KITCHEN

SQ QUESO'S KITCHEN	City Manager	Food during SLIB	$36.22
SQ QUESO'S KITCHEN - Total For City Manager			*$36.22*
SQ QUESO'S KITCHEN - ALL DEPARTMENTS			$36.22

SQ TAQUERIA CAFE FA

SQ TAQUERIA CAFE FA	Softball	2026 G&G Umpire Food #2	$28.75
SQ TAQUERIA CAFE FA - Total For Softball			*$28.75*
SQ TAQUERIA CAFE FA - ALL DEPARTMENTS			$28.75

SQ THE CRAZY SEABEE

SQ THE CRAZY SEABEE	Refuse - Recycling	PAINT BLACKMORE RECYCLING DEPOT	$3,300.00
SQ THE CRAZY SEABEE - Total For Refuse - Recycling			*$3,300.00*
SQ THE CRAZY SEABEE - ALL DEPARTMENTS			$3,300.00

SQ THE HANGRY DOG

SQ THE HANGRY DOG	Softball	2026 G&G Umpire Food	$76.10
SQ THE HANGRY DOG - Total For Softball			*$76.10*
SQ THE HANGRY DOG - ALL DEPARTMENTS			$76.10

SQ VETETRANS TAXI

SQ VETETRANS TAXI	WWTP Operations	TAXI AT CONFERENCE M LOCKWOOD	$15.00

SQ VETETRANS TAXI - Total For WWTP Operations			*$15.00*
SQ VETETRANS TAXI - ALL DEPARTMENTS			$15.00

STAPLES 1418

STAPLES 1418	Municipal Court	Color paper, keyboard/mouse combo, canne	$138.55
STAPLES 1418 - Total For Municipal Court			*$138.55*
STAPLES 1418	Police Investigations	Ev tech supplies	$27.99
STAPLES 1418 - Total For Police Investigations			*$27.99*
STAPLES 1418 - ALL DEPARTMENTS			$166.54

STAPLES RETAIL

STAPLES RETAIL	Police Grants Fund	VS office supplies	$25.58
STAPLES RETAIL - Total For Police Grants Fund			*$25.58*
STAPLES RETAIL - ALL DEPARTMENTS			$25.58

STATE OF WY.

STATE OF WY.	General Fund Revenue	FY26 Unclaimed Property	$26,001.65
STATE OF WY. - Total For General Fund Revenue			*$26,001.65*
STATE OF WY.	Health Insurance Fund	Retiree Subsidy - October 2026	$1,720.24
STATE OF WY. - Total For Health Insurance Fund			*$1,720.24*
STATE OF WY.	WWTP Operations	Loan #CW128GR	$3,434.22
STATE OF WY. - Total For WWTP Operations			*$3,434.22*
STATE OF WY. - ALL DEPARTMENTS			$31,156.11

STERLING

STERLING	Human Resources	Background Checks	$539.83
STERLING - Total For Human Resources			*$539.83*
STERLING - ALL DEPARTMENTS			$539.83

STERLING EXCAVATION

STERLING EXCAVATION	Water Distribution	Emergency Excavation Srvcs - waterline leak	$2,800.00
STERLING EXCAVATION - Total For Water Distribution			*$2,800.00*

STERLING EXCAVATION - ALL DEPARTMENTS			$2,800.00

SUTHERLANDS 2816

SUTHERLANDS 2816	Hogadon - Operations	Snowmaking Line Conduit repair	$33.97
SUTHERLANDS 2816 - Total For Hogadon - Operations			*$33.97*
SUTHERLANDS 2816	Water Distribution	VALVE FOR GAME & FISH	$6.99
SUTHERLANDS 2816 - Total For Water Distribution			*$6.99*
SUTHERLANDS 2816	Water Meters	PAINT, BATTERIES	$81.94
SUTHERLANDS 2816 - Total For Water Meters			*$81.94*
SUTHERLANDS 2816 - ALL DEPARTMENTS			$122.90

SYSCO CORP

SYSCO CORP	Ice Arena - Concessions	Concessions - Chicken, Boscos sticks, Donuts	$1,396.42
SYSCO CORP - Total For Ice Arena - Concessions			*$1,396.42*
SYSCO CORP - ALL DEPARTMENTS			$1,396.42

TACOS MEXICO

TACOS MEXICO	Police Career Services	Officer Testing	$130.99
TACOS MEXICO - Total For Police Career Services			*$130.99*
TACOS MEXICO - ALL DEPARTMENTS			$130.99

TACOTIME

TACOTIME	Fleet Maintenance Fund	EMP CELEBRATION/ END OF SUMMER	$227.98
TACOTIME - Total For Fleet Maintenance Fund			*$227.98*
TACOTIME - ALL DEPARTMENTS			$227.98

THATCHER CO.

THATCHER CO.	Regional Water Operations	T-Chlor 12.5 - 1 # Bulk/Freight/Global Mrkt S	$14,802.13
THATCHER CO.	Regional Water Operations	Ferric Chloride / Global Market Surcharge	$31,322.30
THATCHER CO.	Regional Water Operations	Ferric Chloride / Global Market Surcharge	$28,604.58
THATCHER CO. - Total For Regional Water Operations			*$74,729.01*

THATCHER CO. - ALL DEPARTMENTS			$74,729.01

THE ABY MANUFACTURIN

THE ABY MANUFACTURIN	Fire-EMS Operations	Badges / Freight	$294.85
THE ABY MANUFACTURIN - Total For Fire-EMS Operations			*$294.85*
THE ABY MANUFACTURIN - ALL DEPARTMENTS			$294.85

THE HOME DEPOT

THE HOME DEPOT	Balefill - Disposal & Landfill	SUPPLIES AND TOOLS FOR CONTAINER MAIN	$239.00
THE HOME DEPOT - Total For Balefill - Disposal & Landfill			*$239.00*
THE HOME DEPOT	Buildings & Structures Fund	BAS Shop Supplies, PM Supplies for Service C	$326.23
THE HOME DEPOT	Buildings & Structures Fund	Repair supplies for North Casper Clubhouse -	$105.44
THE HOME DEPOT - Total For Buildings & Structures Fund			*$431.67*
THE HOME DEPOT	Field Maintenance	M18 saw	$279.00
THE HOME DEPOT - Total For Field Maintenance			*$279.00*
THE HOME DEPOT	Metro Animal Shelter	Animal Shelter	$19.94
THE HOME DEPOT - Total For Metro Animal Shelter			*$19.94*
THE HOME DEPOT	Police Administration	Range	$107.88
THE HOME DEPOT - Total For Police Administration			*$107.88*
THE HOME DEPOT	Refuse - Residential	SUPPLIES AND TOOLS FOR CONTAINER MAIN	$91.20
THE HOME DEPOT - Total For Refuse - Residential			*$91.20*
THE HOME DEPOT	Traffic Control	Chains for Traffic chainsaw	$59.96
THE HOME DEPOT	Traffic Control	Concrete for sign leaner repair	$483.88
THE HOME DEPOT - Total For Traffic Control			*$543.84*
THE HOME DEPOT - ALL DEPARTMENTS			$1,712.53

THE TORO COMPANY

THE TORO COMPANY	Golf - Operations	Toro NSN	$318.00
THE TORO COMPANY - Total For Golf - Operations			*$318.00*
THE TORO COMPANY - ALL DEPARTMENTS			$318.00

The Tree Doctor

The Tree Doctor	Balefill - Disposal & Landfill	Inspection / Fall Root Feeding / 4th Applicati	$865.00

The Tree Doctor - Total For Balefill - Disposal & Landfill			*$865.00*
The Tree Doctor - ALL DEPARTMENTS			$865.00

THE UPS STORE

THE UPS STORE	Metro Animal Control	BUSINESS SERVICES NOT ELSEWHERE CLASSI	$25.34
THE UPS STORE	Metro Animal Control	BUSINESS SERVICES NOT ELSEWHERE CLASSI	$23.57
THE UPS STORE	Metro Animal Control	BUSINESS SERVICES NOT ELSEWHERE CLASSI	$23.70
THE UPS STORE - Total For Metro Animal Control			*$72.61*
THE UPS STORE - ALL DEPARTMENTS			$72.61

TOP OFFICE PRODUCTS

TOP OFFICE PRODUCTS	Fleet Maintenance Fund	Copy Charge - September 2026	$69.85
TOP OFFICE PRODUCTS - Total For Fleet Maintenance Fund			*$69.85*
TOP OFFICE PRODUCTS	Municipal Court	Copy Charge - September 2026	$87.10
TOP OFFICE PRODUCTS - Total For Municipal Court			*$87.10*
TOP OFFICE PRODUCTS	Parks - Parks Maint.	Copy Charge - September 2026	$69.85
TOP OFFICE PRODUCTS - Total For Parks - Parks Maint.			*$69.85*
TOP OFFICE PRODUCTS	Streets	Copy Charge - September 2026	$69.85
TOP OFFICE PRODUCTS - Total For Streets			*$69.85*
TOP OFFICE PRODUCTS	Water Distribution	Copy Charge - September 2026	$116.21
TOP OFFICE PRODUCTS - Total For Water Distribution			*$116.21*
TOP OFFICE PRODUCTS	WWTP Operations	Copy Charge - September 2026	$155.50
TOP OFFICE PRODUCTS - Total For WWTP Operations			*$155.50*
TOP OFFICE PRODUCTS - ALL DEPARTMENTS			$568.36

TOWNEPLACE SUITES

TOWNEPLACE SUITES	City Manager	Hotel for SLIB	$199.00
TOWNEPLACE SUITES - Total For City Manager			*$199.00*
TOWNEPLACE SUITES - ALL DEPARTMENTS			$199.00

TOWNEPLACE SUITES MA

TOWNEPLACE SUITES MA	Police Career Services	Recruitment	$143.04
TOWNEPLACE SUITES MA - Total For Police Career Services			*$143.04*

TOWNEPLACE SUITES MA - ALL DEPARTMENTS			$143.04

TRACTOR SUPPLY CO

TRACTOR SUPPLY CO	Buildings & Structures Fund	Repair supplies for PV Pool - Tractor Supply	$149.99
TRACTOR SUPPLY CO - Total For Buildings & Structures Fund			*$149.99*
TRACTOR SUPPLY CO	Metro Animal Shelter	MISCELLANEOUS AUTOMOTIVE DEALERS, ca	$149.80
TRACTOR SUPPLY CO	Metro Animal Shelter	MISCELLANEOUS AUTOMOTIVE DEALERS, ca	$187.25
TRACTOR SUPPLY CO	Metro Animal Shelter	MISCELLANEOUS AUTOMOTIVE DEALERS, ca	$281.74
TRACTOR SUPPLY CO	Metro Animal Shelter	MISCELLANEOUS AUTOMOTIVE DEALERS, kit	$63.96
TRACTOR SUPPLY CO - Total For Metro Animal Shelter			*$682.75*
TRACTOR SUPPLY CO - ALL DEPARTMENTS			$832.74

TRANSOURCE TRUCK & E

TRANSOURCE TRUCK & E	Balefill - Disposal & Landfill	Equipment Repair TRK#2257 LDF ROLLOFF 2	$3,313.37
TRANSOURCE TRUCK & E - Total For Balefill - Disposal & Landfill			*$3,313.37*
TRANSOURCE TRUCK & E	Refuse - Commercial	Equipment Repair TRK#2329 COM FL 2025	$2,817.46
TRANSOURCE TRUCK & E	Refuse - Commercial	Equipment Repair TRK#2305 COM ROLLOFF	$9,448.21
TRANSOURCE TRUCK & E	Refuse - Commercial	Equipment Repair TRK#2346 NEW RC FL 202	$7,894.00
TRANSOURCE TRUCK & E	Refuse - Commercial	Equipment Repair TRK#2325 COM FL 2025	$2,436.46
TRANSOURCE TRUCK & E	Refuse - Commercial	Spray Suppression Skirtin ALL TRUCKS	$1,291.20
TRANSOURCE TRUCK & E	Refuse - Commercial	Equipment Repair TRK#2305 COM ROLLOFF	$7,081.52
TRANSOURCE TRUCK & E - Total For Refuse - Commercial			*$30,968.85*
TRANSOURCE TRUCK & E	Refuse - Recycling	Equipment Repair TRK#2336 RECYCLE FL 202	$65.40
TRANSOURCE TRUCK & E	Refuse - Recycling	Equipment Repair TRK#2336 RECYCLE FL 202	$2,307.36
TRANSOURCE TRUCK & E - Total For Refuse - Recycling			*$2,372.76*
TRANSOURCE TRUCK & E	Refuse - Residential	Backup Part for MCNEILUS Side Loaders	$1,258.86
TRANSOURCE TRUCK & E	Refuse - Residential	Equipment Repair TRK#2338 RES SL 2026	$154.76
TRANSOURCE TRUCK & E	Refuse - Residential	Backup Part for MCNEILUS Side Loaders	$1,294.30
TRANSOURCE TRUCK & E	Refuse - Residential	Backing Strap Part for MCNEILUS Side Loade	$403.88
TRANSOURCE TRUCK & E	Refuse - Residential	Backup Ext Strap Part for MCNEILUS Side Loa	$869.85
TRANSOURCE TRUCK & E	Refuse - Residential	Pin ZR Finger ALL MCNEILUS SL	$1,109.68
TRANSOURCE TRUCK & E	Refuse - Residential	Backup Parts for MCNEILUS Side Loaders	$923.22
TRANSOURCE TRUCK & E	Refuse - Residential	Backup Parts for MCNEILUS Side Loaders	$674.88
TRANSOURCE TRUCK & E	Refuse - Residential	Equipment Repair TRK#2339 RES SL 2026	$586.20

TRANSOURCE TRUCK & E	Refuse - Residential	Equipment Repair TRK#2334 RES SL 2025	$653.40
TRANSOURCE TRUCK & E	Refuse - Residential	Equipment Repair TRK#2312 RES SL 2023	$6,801.72
TRANSOURCE TRUCK & E	Refuse - Residential	Backup Parts for MCNEILUS Side Loaders	$1,908.16
TRANSOURCE TRUCK & E	Refuse - Residential	Equipment Repair TRK#2338 RES SL 2026	$4,589.85
TRANSOURCE TRUCK & E	Refuse - Residential	Ball Valve / Metric Pipe TRK#2339 RES SL 20	$139.76
TRANSOURCE TRUCK & E	Refuse - Residential	Backing Camera- ALL Side Loaders	$1,385.94
TRANSOURCE TRUCK & E - Total For Refuse - Residential			*$22,754.46*
TRANSOURCE TRUCK & E - ALL DEPARTMENTS			$59,409.44

TRETO CONST.

TRETO CONST.	Capital - One Cent 17	Westridge Improvements Phase 2	$126,237.04
TRETO CONST. - Total For Capital - One Cent 17			*$126,237.04*
TRETO CONST.	Water Distribution	Westridge Improvements Phase 2	$212,849.31
TRETO CONST. - Total For Water Distribution			*$212,849.31*
TRETO CONST. - ALL DEPARTMENTS			$339,086.35

TRI STATE OIL RECLAI

TRI STATE OIL RECLAI	Balefill - Diversion & Special	Recycling Used Antifreeze	$400.00
TRI STATE OIL RECLAI	Balefill - Diversion & Special	USED OIL FILTERS FOR RECYCLING	$100.00
TRI STATE OIL RECLAI - Total For Balefill - Diversion & Special			*$500.00*
TRI STATE OIL RECLAI - ALL DEPARTMENTS			$500.00

TST CHICKIE'S AND P

TST CHICKIE'S AND P	Special Events	NRPA Travel Food #9	$18.08
TST CHICKIE'S AND P - Total For Special Events			*$18.08*
TST CHICKIE'S AND P - ALL DEPARTMENTS			$18.08

TST CONDESA

TST CONDESA	Special Events	NRPA Travel Food #7	$10.02
TST CONDESA	Special Events	NRPA Travel Food #2	$39.86
TST CONDESA - Total For Special Events			*$49.88*
TST CONDESA - ALL DEPARTMENTS			$49.88

TST JENI'S ICE CREA

TST JENI'S ICE CREA	Special Events	NRPA Travel Food #5	$10.53
TST JENI'S ICE CREA - Total For Special Events			*$10.53*
TST JENI'S ICE CREA - ALL DEPARTMENTS			$10.53

TST THE OFFICE BAR

TST THE OFFICE BAR	Community Development	DRINKING PLACES (ALCOHOLIC BEV.)-BARS,T	$350.00
TST THE OFFICE BAR - Total For Community Development			*$350.00*
TST THE OFFICE BAR - ALL DEPARTMENTS			$350.00

TST COTERIE RESTAURA

TST COTERIE RESTAURA	WWTP Operations	MEAL AT CONFERENCE M LOCKWOOD	$40.30
TST COTERIE RESTAURA - Total For WWTP Operations			*$40.30*
TST COTERIE RESTAURA - ALL DEPARTMENTS			$40.30

TST LAVAZZA DIA

TST LAVAZZA DIA	Special Events	NRPA Travel Food #1	$10.31
TST LAVAZZA DIA - Total For Special Events			*$10.31*
TST LAVAZZA DIA - ALL DEPARTMENTS			$10.31

UBER ONE MEMBERSH

UBER ONE MEMBERSH	General Fund Revenue	TAXICABS/LIMOUSINES - Uber	$4.13
UBER ONE MEMBERSH - Total For General Fund Revenue			*$4.13*
UBER ONE MEMBERSH - ALL DEPARTMENTS			$4.13

UBER TRIP

UBER TRIP	Special Events	NRPA Travel Commute #4	$13.16
UBER TRIP	Special Events	NRPA Travel Commute #3	$13.16
UBER TRIP	Special Events	NRPA Travel Commute #2	$43.96
UBER TRIP - Total For Special Events			*$70.28*
UBER TRIP	WWTP Operations	UBER FOR CONFERENCE M LOCKWOOD	$19.97

UBER TRIP	WWTP Operations	TAXI AT CONFERENCE M LOCKWOOD	$7.19
UBER TRIP	WWTP Operations	UBER AT CONFERENCE M LOCKWOOD	$7.00
UBER TRIP - Total For WWTP Operations			*$34.16*
UBER TRIP - ALL DEPARTMENTS			$104.44

UBER TRIP HELP.UBER

UBER TRIP HELP.UBER	Police Career Services	Conference	$82.10
UBER TRIP HELP.UBER	Police Career Services	Conference	$51.93
UBER TRIP HELP.UBER - Total For Police Career Services			*$134.03*
UBER TRIP HELP.UBER	Special Events	NRPA Travel Commute #1	$24.26
UBER TRIP HELP.UBER - Total For Special Events			*$24.26*
UBER TRIP HELP.UBER	WWTP Operations	UBER FOR CONFERENCE M LOCKWOOD	$35.94
UBER TRIP HELP.UBER	WWTP Operations	UBER FOR CONFERENCE M LOCKWOOD	$38.94
UBER TRIP HELP.UBER - Total For WWTP Operations			*$74.88*
UBER TRIP HELP.UBER - ALL DEPARTMENTS			$233.17

UBR FLEX MEXICO

UBR FLEX MEXICO	General Fund Revenue	TAXICABS/LIMOUSINES - Uber	$4.04
UBR FLEX MEXICO - Total For General Fund Revenue			*$4.04*
UBR FLEX MEXICO - ALL DEPARTMENTS			$4.04

UNIFORMS 2 GEAR

UNIFORMS 2 GEAR	Police Career Services	Uniform Supplies	$163.54
UNIFORMS 2 GEAR	Police Career Services	Uniform Supplies	$410.07
UNIFORMS 2 GEAR	Police Career Services	Uniform Supplies	$235.05
UNIFORMS 2 GEAR	Police Career Services	Uniform Supplies	$183.54
UNIFORMS 2 GEAR	Police Career Services	Uniform Supplies	$81.77
UNIFORMS 2 GEAR - Total For Police Career Services			*$1,073.97*
UNIFORMS 2 GEAR - ALL DEPARTMENTS			$1,073.97

UNITED 0162130183

UNITED 0162130183	Police Career Services	Training	$1,025.80
UNITED 0162130183 - Total For Police Career Services			*$1,025.80*

UNITED 0162130183 - ALL DEPARTMENTS $1,025.80

UNITED 0162132336

UNITED	0162132336	Police Career Services	Training	$780.80
UNITED	0162132336	Police Career Services	Training	$780.80
UNITED	*0162132336 - Total For Police Career Services*			*$1,561.60*

UNITED 0162132336 - ALL DEPARTMENTS $1,561.60

UNITED 0162144150

UNITED	0162144150	Police Career Services	Training	$567.80
UNITED	*0162144150 - Total For Police Career Services*			*$567.80*

UNITED 0162144150 - ALL DEPARTMENTS $567.80

UNITED 0164725766

UNITED	0164725766	Police Career Services	luggage drone conference	$50.00
UNITED	*0164725766 - Total For Police Career Services*			*$50.00*

UNITED 0164725766 - ALL DEPARTMENTS $50.00

UNITED 0164726581

UNITED	0164726581	Police Career Services	Drone conference - luggage	$50.00
UNITED	*0164726581 - Total For Police Career Services*			*$50.00*

UNITED 0164726581 - ALL DEPARTMENTS $50.00

UNITED 0164733027

UNITED	0164733027	Public Safety Communication	PSCC Training	$50.00
UNITED	*0164733027 - Total For Public Safety Communications*			*$50.00*

UNITED 0164733027 - ALL DEPARTMENTS $50.00

UNITED 0164733258

UNITED	0164733258	Public Safety Communication	PSCC Training	$50.00
UNITED	*0164733258 - Total For Public Safety Communications*			*$50.00*

UNITED 0164733258 - ALL DEPARTMENTS	$50.00

UNITED 0164734297

UNITED	0164734297	Public Safety Communication	PSCC Training	$50.00
UNITED 0164734297 - Total For Public Safety Communications				*$50.00*
UNITED 0164734297 - ALL DEPARTMENTS				$50.00

UNITED 0164734315

UNITED	0164734315	Public Safety Communication	PSCC Training	$50.00
UNITED 0164734315 - Total For Public Safety Communications				*$50.00*
UNITED 0164734315 - ALL DEPARTMENTS				$50.00

UNITED 0164735504

UNITED	0164735504	Police Career Services	Training	$45.14
UNITED	0164735504	Police Career Services	Training	$45.14
UNITED 0164735504 - Total For Police Career Services				*$90.28*
UNITED 0164735504 - ALL DEPARTMENTS				$90.28

UNITED 0164736210

UNITED	0164736210	Community Development	UNITED AIRLINES	$50.00
UNITED 0164736210 - Total For Community Development				*$50.00*
UNITED 0164736210 - ALL DEPARTMENTS				$50.00

URGENT CARE OF CASPE

URGENT CARE OF CASPE		Property Insurance Fund	Confidential Legal or Medical Matters	$3,402.00
URGENT CARE OF CASPE - Total For Property Insurance Fund				*$3,402.00*
URGENT CARE OF CASPE - ALL DEPARTMENTS				$3,402.00

USPS PO 5715590945

USPS PO 5715590945		Community Development	POSTAGE STAMPS	$2.85
USPS PO 5715590945 - Total For Community Development				*$2.85*

USPS PO 5715590945	Human Resources	Certified Mail	$11.02
USPS PO 5715590945	Human Resources	Certified Mailings (2 items)	$22.04
USPS PO 5715590945 - Total For Human Resources			*$33.06*
USPS PO 5715590945 - ALL DEPARTMENTS			$35.91

VRC COMPANIES LLC

VRC COMPANIES LLC	Human Resources	File Desctruction Service	$150.00
VRC COMPANIES LLC - Total For Human Resources			*$150.00*
VRC COMPANIES LLC	Municipal Court	File Desctruction Service	$68.73
VRC COMPANIES LLC - Total For Municipal Court			*$68.73*
VRC COMPANIES LLC - ALL DEPARTMENTS			$218.73

WALGREENS #7601

WALGREENS #7601	Police Administration	RX for K9	$16.21
WALGREENS #7601 - Total For Police Administration			*$16.21*
WALGREENS #7601 - ALL DEPARTMENTS			$16.21

WAL-MART #1617

WAL-MART #1617	Ice Arena - Concessions	Concessions - Coffee Creamer	$9.94
WAL-MART #1617 - Total For Ice Arena - Concessions			*$9.94*
WAL-MART #1617	Rec Center - Special Program	Fall carnival decoration and costume supplie	$69.74
WAL-MART #1617 - Total For Rec Center - Special Programs			*$69.74*
WAL-MART #1617 - ALL DEPARTMENTS			$79.68

WAL-MART #3778

WAL-MART #3778	River Volunteer Events	Supplies for volunteer day	$96.86
WAL-MART #3778 - Total For River Volunteer Events			*$96.86*
WAL-MART #3778 - ALL DEPARTMENTS			$96.86

WALMART.COM

WALMART.COM	Aquatics - Operations	Folding towels table for maintenance	$96.28
WALMART.COM - Total For Aquatics - Operations			*$96.28*

WALMART.COM	Ice Arena - Operations	Folding towels table for maintenance	$96.28
WALMART.COM - Total For Ice Arena - Operations			*$96.28*
WALMART.COM	Rec Center - Operations	Folding towels table for maintenance	$96.28
WALMART.COM - Total For Rec Center - Operations			*$96.28*
WALMART.COM - ALL DEPARTMENTS			$288.84

WASTECORP PUMP SYSTE

WASTECORP PUMP SYSTE	WWTP Operations	Primary Sludge Pump	$28,100.00
WASTECORP PUMP SYSTE - Total For WWTP Operations			*$28,100.00*
WASTECORP PUMP SYSTE - ALL DEPARTMENTS			$28,100.00

WATER TECHNOLOGY GRO

WATER TECHNOLOGY GRO	Sewer Wastewater Collection	PHI-Ca Mixing System	$16,095.60
WATER TECHNOLOGY GRO - Total For Sewer Wastewater Collection			*$16,095.60*
WATER TECHNOLOGY GRO - ALL DEPARTMENTS			$16,095.60

WEAR PARTS INC

WEAR PARTS INC	WWTP Operations	HARDWARE FOR VALVE	$103.62
WEAR PARTS INC - Total For WWTP Operations			*$103.62*
WEAR PARTS INC - ALL DEPARTMENTS			$103.62

WELTON, REBECCA

WELTON, REBECCA	Water Revenue and Transfer	Refund - issue with meter	$2,668.99
WELTON, REBECCA - Total For Water Revenue and Transfers			*$2,668.99*
WELTON, REBECCA - ALL DEPARTMENTS			$2,668.99

WEST END SINCLAIR

WEST END SINCLAIR	Police Career Services	Training	$50.19
WEST END SINCLAIR - Total For Police Career Services			*$50.19*
WEST END SINCLAIR - ALL DEPARTMENTS			$50.19

WEST PUBLISHING CORP

WEST PUBLISHING CORP	City Attorney	Library Plan Charges	$150.56
WEST PUBLISHING CORP	City Attorney	Online/Software Subscription Charges	$1,060.90
WEST PUBLISHING CORP - Total For City Attorney			*$1,211.46*
WEST PUBLISHING CORP - ALL DEPARTMENTS			$1,211.46

WESTLAND PARK-RED BU

WESTLAND PARK-RED BU	Sewer Fund	Retail Sewer Revenue/201 Sewer Billing/Ad	$3,965.00
WESTLAND PARK-RED BU	Sewer Fund	Retail Sewer Revenue/201 Sewer Billing/Ad	($396.50)
WESTLAND PARK-RED BU - Total For Sewer Fund			*$3,568.50*
WESTLAND PARK-RED BU	WWTP Revenue and Transfer	Retail Sewer Revenue/201 Sewer Billing/Ad	($1,432.31)
WESTLAND PARK-RED BU - Total For WWTP Revenue and Transfers			*($1,432.31)*
WESTLAND PARK-RED BU - ALL DEPARTMENTS			$2,136.19

WILLIAMS, PORTER, DA

WILLIAMS, PORTER, DA	WWTP Operations	Legal Services - 201 Mgmt Oversight Commit	$455.00
WILLIAMS, PORTER, DA - Total For WWTP Operations			*$455.00*
WILLIAMS, PORTER, DA - ALL DEPARTMENTS			$455.00

WIN CASPER WNE

WIN CASPER WNE	Buildings & Structures Fund	Plumbing repair supplies for North Casper So	$54.44
WIN CASPER WNE	Buildings & Structures Fund	Sewer repair supplies for Ice Arena - Winnels	$275.00
WIN CASPER WNE	Buildings & Structures Fund	Plumbing repair supplies for Rec Center - Wi	$29.64
WIN CASPER WNE	Buildings & Structures Fund	Plumbing repair supplies for Ice Arena - Win	$44.71
WIN CASPER WNE	Buildings & Structures Fund	PM Supplies for Recreation Center - Winnels	$237.03
WIN CASPER WNE	Buildings & Structures Fund	Plumbing repair supplies for Downtown Rest	$97.68
WIN CASPER WNE - Total For Buildings & Structures Fund			*$738.50*
WIN CASPER WNE	Water Distribution	VALVE- GAME & FISH	$15.32
WIN CASPER WNE - Total For Water Distribution			*$15.32*
WIN CASPER WNE	WWTP Operations	PLUMBING PARTS	$40.19
WIN CASPER WNE - Total For WWTP Operations			*$40.19*
WIN CASPER WNE - ALL DEPARTMENTS			$794.01

WLC ENGINEERING - SU

WLC ENGINEERING - SU	Capital - One Cent 17	Consultant: Westridge Addition	$11,438.05
WLC ENGINEERING - SU - Total For Capital - One Cent 17			*$11,438.05*
WLC ENGINEERING - SU - ALL DEPARTMENTS			$11,438.05

WM SUPERCENTER

WM SUPERCENTER	Ice Arena - Concessions	Concessions - Spray Butter	$49.06
WM SUPERCENTER - Total For Ice Arena - Concessions			*$49.06*
WM SUPERCENTER	Metro Animal Shelter	GROCERY STORES, SUPERMARKETS, kitten w	$298.46
WM SUPERCENTER - Total For Metro Animal Shelter			*$298.46*
WM SUPERCENTER	Police Career Services	Travel training	$53.28
WM SUPERCENTER - Total For Police Career Services			*$53.28*
WM SUPERCENTER	Rec Center - Classes	Snacks for teen after school patrons and bas	$27.59
WM SUPERCENTER - Total For Rec Center - Classes			*$27.59*
WM SUPERCENTER	Rec Center - Operations	Snacks for teen after school patrons and bas	$7.98
WM SUPERCENTER - Total For Rec Center - Operations			*$7.98*
WM SUPERCENTER - ALL DEPARTMENTS			$436.37

WY. ASSOC. OF MUNICI

WY. ASSOC. OF MUNICI	City Manager	WyoCMA Fall Conference - J. Jordan & F. Tre	$300.00
WY. ASSOC. OF MUNICI - Total For City Manager			*$300.00*
WY. ASSOC. OF MUNICI - ALL DEPARTMENTS			$300.00

WY. MACHINERY CO.

WY. MACHINERY CO.	Balefill - Disposal & Landfill	250 HOUR SERVICE UNIT#141519 DOZER	$863.48
WY. MACHINERY CO.	Balefill - Disposal & Landfill	Equipment Repair UNIT#141544 LDF LOADE	$4,083.88
WY. MACHINERY CO.	Balefill - Disposal & Landfill	Equipment Repair UNIT#141498 SCRAPER	$640.88
WY. MACHINERY CO.	Balefill - Disposal & Landfill	Equipment Repair UNIT#141519 DOZER	$663.75
WY. MACHINERY CO.	Balefill - Disposal & Landfill	Equipment Repair UNIT#141503 COMPACTO	$1,380.88
WY. MACHINERY CO.	Balefill - Disposal & Landfill	Equipment Repair UNIT#141503 COMPACTO	$810.60
WY. MACHINERY CO.	Balefill - Disposal & Landfill	Equipment Repair UNIT#141547 LOADER	$3,514.23
WY. MACHINERY CO. - Total For Balefill - Disposal & Landfill			*$11,957.70*
WY. MACHINERY CO.	Fleet Maintenance Fund	660227 Yearly Equipment Inspection	$2,641.90

WY. MACHINERY CO.	Fleet Maintenance Fund	660224 Equipment Repair	$2,662.90
WY. MACHINERY CO.	Fleet Maintenance Fund	20210 Yearly Equipment Inspection	$2,203.40
WY. MACHINERY CO.	Fleet Maintenance Fund	660268 Equipment Repair	$1,497.55
WY. MACHINERY CO.	Fleet Maintenance Fund	111109 Equipment Repair	$1,049.39
WY. MACHINERY CO. - Total For Fleet Maintenance Fund			*$10,055.14*
WY. MACHINERY CO.	Refuse - Recycling	Equipment Repair UNIT#141507	$1,170.12
WY. MACHINERY CO. - Total For Refuse - Recycling			*$1,170.12*
WY. MACHINERY CO. - ALL DEPARTMENTS			$23,182.96

WY. WATER QUALITY &

WY. WATER QUALITY &	Sewer Wastewater Collection	WWQ PCA Education Confernce (3 members	$1,275.00
WY. WATER QUALITY & - Total For Sewer Wastewater Collection			*$1,275.00*
WY. WATER QUALITY & - ALL DEPARTMENTS			$1,275.00

WYOMING LOCK & SAFE

WYOMING LOCK & SAFE	Regional Water Operations	Padlocks / Code Cores to Existing Bldg Keys	$947.10
WYOMING LOCK & SAFE - Total For Regional Water Operations			*$947.10*
WYOMING LOCK & SAFE - ALL DEPARTMENTS			$947.10

WYOMING STEEL & RECY

WYOMING STEEL & RECY	Balefill - Diversion & Special	Freon Removal Service	$2,695.00
WYOMING STEEL & RECY - Total For Balefill - Diversion & Special			*$2,695.00*
WYOMING STEEL & RECY - ALL DEPARTMENTS			$2,695.00

WYOMING STEEL RECYCL

WYOMING STEEL RECYCL	Balefill - Diversion & Special	COMPOST GRINDER PART	$235.74
WYOMING STEEL RECYCL - Total For Balefill - Diversion & Special			*$235.74*
WYOMING STEEL RECYCL - ALL DEPARTMENTS			$235.74

CITYWIDE BILLS AND CLAIMS TOTAL $6,819,671.20

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
10/20/26

10/01/26	**Prewrits - Travel Reimbursements**	
	Sarah Boyle - Travel Reimbursement	170.00
	Jacci Warne - Travel Reimbursement	322.00
	Kendra Guldan - Travel Reimbursement	322.00
	Melissa Hickstein - Travel Reimbursement	111.00
	Ryan Dabney - Travel Reimbursement	455.00
	Diane Berg - Travel Reimbursement	322.00
	Sara Ludgate - Travel Reimbursement	322.00
		2,024.00
10/08/26	**Prewrits - Travel Reimbursements**	
	Sarah Winter - Travel Reimbursement	111.00
	Ryan Dabney - Travel Reimbursement	398.43
	Bryce Nichols - Travel Reimbursement	999.68
		1,509.11
	Total Additional AP	**$ 3,533.11**

Payroll

10/08/26	**City Payroll**	
	Salary & Wages	1,047,866.48
	Other Employee Liabilities	3,164.12
	Internal Revenue Service	281,305.27
	NCPERS Group	208.00
	Wyoming Retirement System	274,309.48
	State of Wyoming Workers Comp	26,392.80
	State of Wyoming Employee Benefits Insurance	405,509.04
	ICMA Retirement	20,873.21
	Lincoln National Life Insurance	14,247.05
	Orchard Trust Retirement	1,895.00
	Reliastar Life Insurance-Accident/Voya	2,514.13
	Pre-Paid Legal Services	482.05
		2,078,766.63
10/01/26	**Fire Payroll**	
	Salary & Wages	158,759.16
	Other Employee Liabilities	350.00
	Internal Revenue Service	23,623.71
	NCPERS Group	24.00
	Wyoming Retirement System	61,742.48
	State of Wyoming Workers Comp	4,249.76
	State of Wyoming Employee Benefits Insurance	72,324.62
	ICMA Retirement	8,000.00
	Lincoln National Life Insurance	320.11
	Orchard Trust Retirement	11,522.37
	Reliastar Life Insurance-Accident/Voya	261.46
	Pre-Paid Legal Services	28.43
		341,206.10
10/14/26	**Fire Payroll**	
	Salary & Wages	163,139.11
	Other Employee Liabilities	350.00
	Internal Revenue Service	25,087.33

CITY of CASPER, WYOMING
BILLS and CLAIMS ADDENDUM
Council Meeting
10/20/26

	NCPERS Group		24.00
	Wyoming Retirement System		63,782.47
	State of Wyoming Workers Comp		4,393.12
	State of Wyoming Employee Benefits Insurance		68,630.75
	ICMA Retirement		7,900.00
	Lincoln National Life Insurance		320.11
	Orchard Trust Retirement		12,347.37
	Reliastar Life Insurance-Accident/Voya		261.46
	Pre-Paid Legal Services		28.43
			346,264.15
		Total Payroll	**$ 2,766,236.88**

Sports Officials

10/09/26	Officiants		7,275.00
			7,275.00
		Total	**$ 7,275.00**
		Addendum Total	**$ 2,777,044.99**

September 28, 2026

TO: Janine Jordan, City Manager

FROM: Liz Becher, Community Development Director
Eric K. Nelson, City Attorney
Heather Bender, Paralegal

SUBJECT: Establishing a Public Hearing for the Sale of Casper Mountain Property to the Casper Mountain Fire Protection District.

Meeting Type and Date
Regular Council Meeting – October 20, 2026

Action Type
Minute Action

Recommendation
That City Council, by Minute Action, establish a public hearing for November 17, 2026, regarding the proposed sale of approximately 2.16 acres of City-owned property on Casper Mountain to the Casper Mountain Fire Protection District.

Summary
The City owns approximately 432 acres of property located on Casper Mountain, of which 2.16 acres has historically been utilized by the Casper Mountain Fire Protection District for public safety, fire response, and mitigation. The Casper Mountain Fire District station is located on this property. The Fire District's use of the property has occurred through various lease and sublease arrangements involving both the City and Natrona County over several decades. More recently, the property was subject to a direct lease between the City and the Fire District that expired on December 31, 2024.

Since 2022, the City and Natrona County have been evaluating long-term ownership and management of Casper Mountain lands. As part of that review, staff identified the Fire District parcel as a property uniquely suited for ownership by the governmental entity that has historically occupied and operated the site. The evaluation included an appraisal of the larger Casper Mountain tract and review of the property's historical and ongoing public use.

Based upon the appraisal's indicated value of approximately $2,500 per acre, the approximately 2.16-acre parcel proposed for conveyance has an estimated proportional value of approximately $5,400. Because the conveyance is between governmental entities and is intended to support continued public safety and emergency response services on Casper Mountain, the agreement provides for nominal consideration of Ten Dollars ($10.00) and includes public purpose restrictions, a right of first refusal, and a reversionary interest in favor of the City. The proposed conveyance places ownership of the property with the governmental entity responsible for providing fire protection and emergency response services on Casper Mountain while preserving safeguards that ensure the property remains dedicated to public use.

The proposed transaction includes a Real Estate Purchase Agreement, a Non-Exclusive Access Easement Agreement over Lemmers Road (granting perpetual access rights), and conveyance of the property by Quitclaim Deed to the Casper Mountain Fire Protection District. The easement will ensure continued ingress, egress, emergency response access, maintenance access, utility access, and other governmental access necessary for operation of the property while preserving the City's ability to continue utilizing the roadway and surrounding area.

Pursuant to W.S. § 15-1-112(b), the sale of municipal real property to another political subdivision requires a public hearing following publication of notice once each week for three consecutive weeks. Establishment of the public hearing will allow staff to publish the required notice and return the matter to City Council on November 17, 2026, for the public hearing and consideration of the proposed resolution and transaction documents.

Financial Considerations

Publication costs will be incurred in accordance with statutory notice requirements. The transaction provides nominal monetary consideration of Ten Dollars ($10.00). In lieu of market-rate compensation, the City will retain a right of first refusal and a reversionary interest in the property, ensuring that the property remains dedicated to public safety, emergency response, wildfire mitigation, and other governmental purposes.

Council Priorities

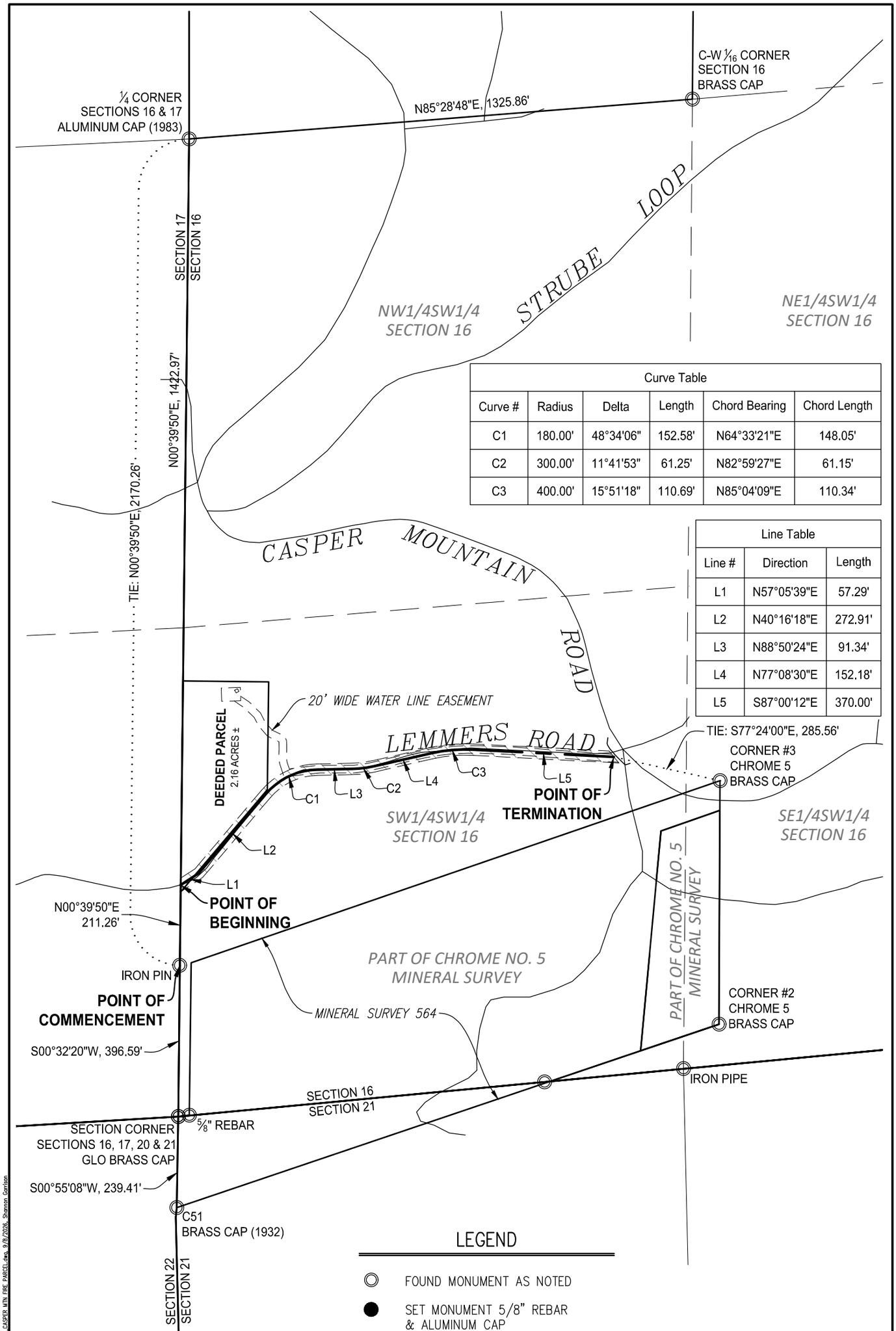
Infrastructure and Fiscal Stability

Oversight/Project Responsibility

City Attorney's Office
Community Development
Casper Fire EMS

Attachments

Map



Curve Table					
Curve #	Radius	Delta	Length	Chord Bearing	Chord Length
C1	180.00'	48°34'06"	152.58'	N64°33'21"E	148.05'
C2	300.00'	11°41'53"	61.25'	N82°59'27"E	61.15'
C3	400.00'	15°51'18"	110.69'	N85°04'09"E	110.34'

Line Table		
Line #	Direction	Length
L1	N57°05'39"E	57.29'
L2	N40°16'18"E	272.91'
L3	N88°50'24"E	91.34'
L4	N77°08'30"E	152.18'
L5	S87°00'12"E	370.00'

LEGEND

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

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

0 150' 300'

SCALE: 1"=300'

EXHIBIT "B"
30' WIDE ACCESS EASEMENT

SW1/4SW1/4, Section 16,
T.32N., R.79W.
Natrona County, Wyoming
September, 2026
W.O. 26-197

M:\Land 2026\Survey\26-197 Casper Mountain Fire District\Drawings\Plats\26-197_CASPER MTN FIRE PARCEL.dwg, 9/8/2026, Shannon Garrison

September 31, 2026

MEMO TO: Janine Jordan, City Manager #7 for 55

FROM: Liz Becher, Community Development Director

SUBJECT: Consideration of an ordinance approving the final plat of the Coffman Addition, and the Coffman Addition Subdivision Agreement.

Meeting Type & Date:
Regular Council meeting, October 20, 2026

Action Type:
Public hearing and first reading on an ordinance.

Recommendation:
That Council, by ordinance, approve the final plat of the Coffman Addition, and the Coffman Addition Subdivision Agreement.

Summary:
The request is for a vacation and replat of Lot 3, Block 55, City of Casper Addition, and a parcel of adjacent unplatted property, to create the Coffman Addition subdivision, located at 335 and 343 N. Center Street. The subject property is zoned C-3 (Central Business) and consists of a vacant parcel at 335 North Center Street and an existing warehouse/storage building located at 343 North Center Street. The applicant has submitted a site plan for the development of an additional warehouse building on the vacant portion of the property, which is currently under administrative review. Existing land uses in the vicinity are commercial and industrial in nature. The proposed plat consolidates the two parcels into a single lot containing approximately 0.418 acres. There is no minimum lot size requirement within the C-3 zoning district. The final plat also retains existing public street frontage and utility access from North Center Street, Wolcott Street, and the adjacent alley.

The Planning and Zoning Commission approved the final plat of the Coffman Addition unanimously. There were no recommended conditions, and no public comments.

Financial Considerations:
None.

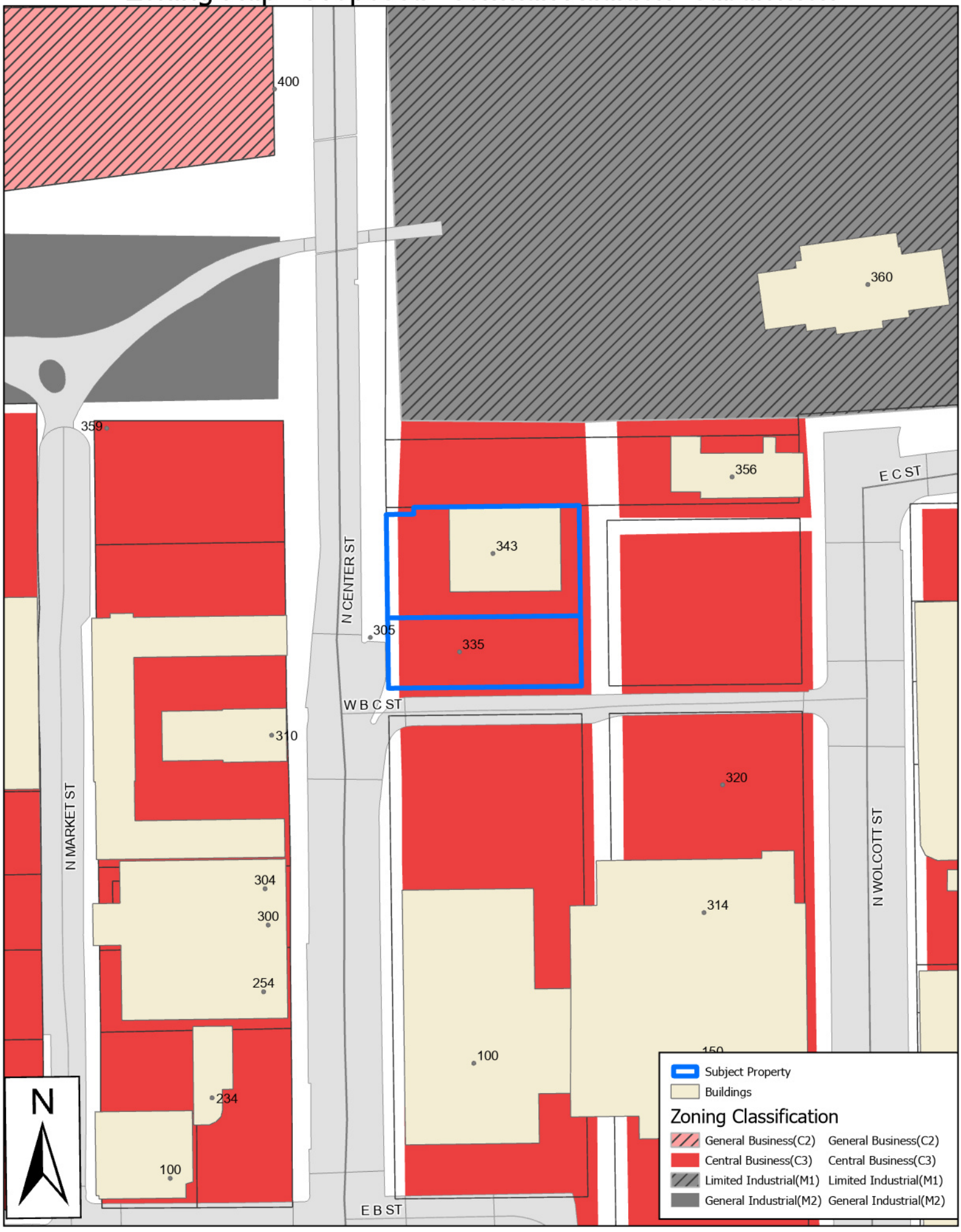
Council Adopted Goals:
Fiscal Stability – the approval of the plat will facilitate the development of an underdeveloped parcel (infill).

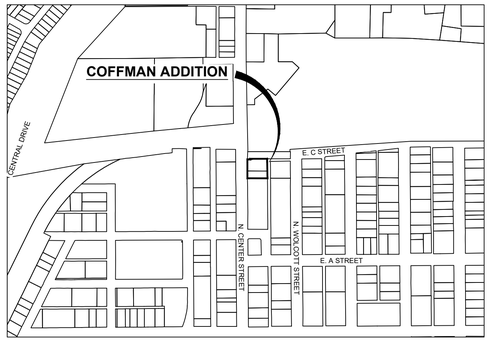
Oversight/Project Responsibility:
Community Development Department

Attachments:
Location Map
Zoning Map
Plat
Subdivision Agreement

Plat creating the "Coffman Addition" subdivision

Zoning Map - Proposed "Coffman Addition" subdivision





LOCATION MAP
SCALE 1"=40'

FINAL PLAT
A VACATION AND REPLAT OF LOT 3, BLOCK 55, CITY OF CASPER AND PLAT OF PART OF THE NW1/4SE1/4,
ALL BEING A PORTION OF THE W1/2SE1/4
SECTION 4, T.33N., R.79W.
AS

COFFMAN ADDITION

AN ADDITION TO THE CITY OF CASPER, WYOMING
BEING A PORTION OF THE W1/2SE1/4, SECTION 4, T.33N., R.79W.
OF THE 6th PRINCIPAL MERIDIAN, NATRONA COUNTY, WYOMING

CERTIFICATE OF DEDICATION

THE UNDERSIGNED, JAMES M. COFFMAN, MANAGER OF LINLOG, LLC, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF THE FOLLOWING DESCRIBED PARCEL OF LAND BEING LOT 3, BLOCK 55, CITY OF CASPER AND PART OF THE NW1/4SE1/4, ALL BEING LOCATED IN PART OF THE W1/2SE1/4, SECTION 4, TOWNSHIP 33 NORTH, RANGE 79 WEST, OF THE 6TH PRINCIPAL MERIDIAN, NATRONA COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE PARCEL BEING DESCRIBED AND A POINT IN THE INTERSECTION OF THE NORTH LINE OF W. B-C STREET WITH THE EAST LINE OF N. CENTER STREET; THENCE FROM SAID POINT OF BEGINNING AND ALONG THE WEST LINE OF SAID PARCEL AND THE EAST LINE OF SAID N. CENTER STREET, N.0°49'57"W., 126.01 FEET TO THE NORTHWEST CORNER OF SAID PARCEL; THENCE ALONG THE NORTH LINE OF SAID PARCEL, N.89°19'10"E., 20.00 FEET TO A POINT; THENCE ALONG THE WEST LINE OF SAID PARCEL, N.0°49'57"W., 5.00 FEET TO A POINT; THENCE ALONG THE NORTH LINE OF SAID PARCEL, N.89°19'10"E., 119.98 FEET TO THE NORTHEAST CORNER OF SAID PARCEL AND A POINT IN THE WEST LINE OF A 20 FEET WIDE ALLY; THENCE ALONG THE EAST LINE OF SAID PARCEL AND THE WEST LINE OF SAID 20 FEET WIDE ALLEY, S.0°45'56"E., 131.05 FEET TO THE SOUTHEAST CORNER OF SAID PARCEL AND A POINT IN THE NORTH LINE OF SAID W. B-C STREET; THENCE ALONG THE SOUTH LINE OF SAID PARCEL AND THE NORTH LINE OF SAID W. B-C STREET, S.89°20'10"W., 139.83 FEET TO THE TO THE POINT OF BEGINNING.

CONTAINING 0.418 ACRES, MORE OR LESS.

THE PARCEL OF LAND , BEING A VACATION AND REPLAT OF LOT 3, BLOCK 55, CITY OF CASPER AND A PLAT OF A PORTION OF THE NW1/4SE1/4, ALL BEING A NEW PLAT OF A PORTION OF THE W1/2SE1/4, SECTION 4, T.33N., R.79W., AS APPEARS ON THIS PLAT, IS WITH THE FREE CONSENT, AND IN ACCORDANCE WITH THE DESIRES OF THE UNDER-SIGNED OWNER(S), AND PROPRIETOR(S. THE NAME OF THE SUBDIVISION SHALL BE KNOWN AS "**COFFMAN ADDITION",** TO THE CITY OF CASPER , WYOMING. ALL STREETS AND ALLEYS SHOWN ON THIS PLAT ARE HEREBY OR WERE PREVIOUSLY DEDICATED TO THE CITY OF CASPER AND ITS LICENSEES AND THE PUBLIC FOR THE PURPOSES OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SEWER LINES, WATER LINES, GAS LINES, ELECTRIC LINE, TELEPHONE LINES, CABLE TELEVISION LINES AND OTHER FORMS AND TYPES OF PUBLIC AND PRIVATE UTILITIES NOW OR HEREAFTER GENERALLY UTILIZED BY THE PUBLIC.

LINLOG, LLC
147 S. WOLCOTT
CASPER, WY 82601

_____
JAMES M. COFFMAN, MANAGER

STATE OF WYOMING)
) SS
COUNTY OF NATRONA)

THIS THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2026 , BY JAMES M. COFFMAN, MANAGER, LINLOG, LLC.

WITNESS MY HAND AND OFFICIAL SEAL.

_____ _____
NOTARY PUBLIC MY COMMISSION EXPIRES

APPROVALS

APPROVED: PLANNING AND ZONING COMMISSION CASPER, WYOMING

THIS _____DAY OF _____, 2026 AND FORWARDED TO THE CITY COUNCIL

OF CASPER, WYOMING WITH RECOMMENDATION THAT SAID PLAT BE APPROVED.

_____ _____
COMMISSION CHAIRMAN SECRETARY

APPROVED: CITY COUNCIL OF THE CITY OF CASPER, WYOMING BY ORDINANCE

NUMBER _____ DULY PASSED ADOPTED AND APPROVED

ON THIS _____DAY OF _____, 2026.

_____ _____
MAYOR ATTEST: CITY CLERK

I**NSPECTED AND APPROVED** ON THIS _____ DAY OF _____, 2026.

_____
CITY ENGINEER

INSPECTED AND APPROVED ON THIS _____ DAY OF _____, 2026.

_____
CITY SURVEYOR

SCALE: 1" = 40'
80' 40' 0' 40' 80'

LEGEND

- RECOVERED CORNER (AS NOTED)
- SET 5/8" REBAR WITH ALUMINUM CAP
- RECOVERED BRASS CAP
- PROPERTY BOUNDARY
- LOT LINE
- EASEMENT LINE
- (R) RECORD DATA
- (M) MEASURED DATA

NOTES

1. PLAT CLOSURE RATIO EXCEEDS: 1:180,623
2. BASIS OF BEARINGS: NAD83/2011 (EPCH 2010.0000) STATE PLANE COORDINATES. WYOMING EAST CENTRAL ZONE(4902), US SURVEY FEET - GRID DISTANCE.
3. ELEVATIONS ARE NAVD88 AND NOT INTENDED AS BENCHMARKS.
4. THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.
5. CURRENT LAND USE: VACANT/STORAGE BUILDING.
6. THIS SUBDIVISION DOES NOT CONTAIN ANY DESIGNATED WATER RIGHTS PER THE WYOMING STATE ENGINEERS OFFICE RECORDS.

CERTIFICATE OF SURVEYOR

I, **STEVEN J. GRANGER**, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, REGISTERED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS PLAT IS A TRUE, CORRECT AND COMPLETE PLAT OF **COFFMAN ADDITION** TO THE CITY OF CASPER, AS LAID OUT, PLATTED, DEDICATED AND SHOWN HEREON, AND THAT THIS PLAT WAS MADE FROM NOTES TAKEN DURING AN ACTUAL SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION IN JULY, 2026, AND THAT THIS PLAT TO THE BEST OF MY KNOWLEDGE AND BELIEF CORRECTLY AND ACCURATELY REPRESENTS SAID SURVEY.

STATE OF WYOMING)
COUNTY OF NATROANA) SS

THIS THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY STEVEN J. GRANGER
THIS _____ DAY OF _____, 2026.
WITNESS MY HAND AND OFFICIAL SEAL.

_____ _____
NOTARY PUBLIC MY COMMISSION EXPIRES

Professional Land Surveyor
STEVEN J. GRANGER
15092
Date
WYOMING

ENGINEERS
Environmental and Civil Solutions, LLC
1607 CY AVENUE, Suite 104
Casper, WY 82604
Phone: 307.337.2883
www.ecsengineers.net

PROJECT NO. 260007

DATE DRAWN:
8.3.2026

COFFMAN ADDITION
SUBDIVISION AGREEMENT

This Subdivision Agreement ("Agreement") is made and entered into this ____ day of _____, 20_____, by and between the following parties:

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

2. Linlog, LLC, 147 South Wolcott, Casper, Wyoming 82601 ("Owner").

Throughout this Agreement, City and Owner may be individually referred to as a "party" or collectively referred to as the "parties."

RECITALS

A. Whenever the Public Services Director, City Engineer, Community Development Director, or other City official is mentioned in this Agreement, it shall be deemed to include their designees.

B. Owner has applied for final plat approval of the Coffman Addition subdivision, located at 335 N. Center Street, said subdivision being a vacation and replat of Lot 3, Block 55, City of Casper Addition, and a plat of part of the NW1/4SE1/4, All being a Portion of the W1/2SE1/4, Section 4, T.33N., R79W of the 6th Principal Meridian, Natrona County, Wyoming.

C. A plat of Coffman Addition ("Addition") has been prepared by the Owner, and approved by the City of Casper, and shall be signed and recorded at the Natrona County Clerk's Office concurrently with this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

SECTION 1 – INCORPORATION OF RECITALS

The recitals set forth above are incorporated at this point as if fully set forth as part of this Agreement.

SECTION 2 - OBLIGATIONS OF OWNER

Upon written demand of the Council or the City Manager, the Owner, its heirs, successors, grantees or assigns, at their sole cost and expense, shall do, or cause to be done, the following:

2.1 Surveying:

a. All subdivision corners shall be marked with 3¼ brass caps. These caps shall show the name of the surveyor or company making the survey, and the license number of the surveyor making the survey or certifying the survey. All PLSS corners shall be properly marked for identification as to the location in accordance with Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors, shall be referenced if subject to destruction, and again shall show the proper identification and license of the certifying surveyor. A corner record shall be recorded as per Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors. A copy will be provided to the City upon recordation.

b. Block and Lot corners, points of tangency (PT's) and points of curve (PC's) of all curves shall be marked by an iron pin not less than five-eighths (5/8) inches in diameter and not less than twenty-four (24) inches in length, with a brass or aluminum cap not less than 1 and one-half (1½) inches in diameter securely fastened to the top, unless otherwise impractical. These monuments will be set prior to the recording of the plat in the Office of the County Clerk unless approved by the City Surveyor.

c. Said corners shall be in place for final inspection by the Public Services Director upon completion of the sidewalk (curbwalk), or curb and gutter.

d. A digital copy of the Final Subdivision Plat shall be provided to the City, as required by the Casper Municipal Code ("Code"). No building permit shall be issued prior to the recording of the plat.

2.2 Construction Sequence:

Main water lines, sewer lines, storm sewer, streets, sidewalks, pavement overlays, and access drives shall be constructed in an orderly sequence, as the Addition is developed and built upon, so that there will be no gaps left in the paving, sidewalks, and other off-site improvements. Streets shall not be paved until all water lines, storm sewers, and property water and sewer services are in place and the ditches thereof properly backfilled and compacted, in accordance with City requirements. The Owner shall receive the approval of the Public Services Director prior to commencing any and all phases of construction.

2.3 Certification of Construction; Repair Obligations:

a. All improvements shall be designed and inspected by a Wyoming registered professional engineer, who shall certify that the improvements, including, but not limited to, streets, curbs, gutter, sidewalks, paving, parkways, utility

systems, storm sewers, street lighting, street signs and striping, etc., have been constructed in accordance with plans and specifications approved by the Public Services Director. The certification by the engineer and approval by the City shall be in writing. Approval of the construction plans by the Public Services Director is required before a building permit will be issued by the City.

b. The Owner shall maintain, repair, and replace all improvements that fall within the warranty period as provided by the Code. This obligation includes maintenance, repair or replacement for any cause during such period, including acts of subcontractors. In the event the Owner fails to maintain, repair, or replace said improvements, the City shall have the right but not the obligation, at its option, to maintain, repair, or replace the same and Owner agrees to pay for any cost incurred thereby. Maintenance, repair, or replacement by the City does not relieve the Owner from its obligation under this paragraph and shall not be construed to be an acceptance of the improvements by the City.

c. Upon issuance of a "letter of acceptance" by the Public Services Director pursuant to the Code, the City will assume ownership and the responsibility for the maintenance of the improvements. The Owner shall be responsible for the maintenance, repair and replacement of the improvements until the City issues its "letter of acceptance."

2.4 Underground Utilities and Street Lights:

All new utilities shall be located underground. All street lights shall be installed in compliance with Code street-lighting standards at the Owner's sole expense. Streetlight pole materials shall be as approved in writing by the Public Services Director.

2.5 Soils Analysis:

The Owner shall provide the Public Services Director with a soils analysis concurrently with the submittal of subdivision construction plans. Individual lot test bores may be required on each lot, with a soil analysis for the foundation design at the sole discretion of the Public Services Director. Test results, soil analyses and foundation designs shall be submitted to the Community Development Director.

2.6 Erosion Control Program:

a. The Owner shall submit, and have approved by the Public Services Director, a comprehensive erosion control program for the area disturbed during construction activities to mitigate the adverse effects of blowing dirt

or dust, and water erosion on other properties in the immediate area before the issuance of an earthwork, road cut or grading permit pursuant to the Code. An erosion and sediment control permit shall be obtained from the Public Services Director prior to any earthwork taking place in the Addition.

b. The Owner shall post security for its erosion control as required by the Code, and in a form acceptable to the City. It shall be the obligation of the Owner to keep any security in full force and effect, as required by the Code. In addition, the Owner shall furnish proof of the same to the Public Services Director upon demand of the City.

2.7 Retaining Walls and Fences:

Any retaining walls constructed within the subdivision by the Owner shall comply with all applicable provisions of the Casper Municipal Code, as amended. The Owner shall obtain any permits, approvals, inspections, or certifications required by applicable laws and regulations prior to construction. Said walls shall be constructed within the boundaries of each lot and not on the property lines. Maintenance of said walls shall be the responsibility of each individual lot owner. Provided, however, retaining walls and fences shall not be constructed on any drainage easements, or on any other ways depicted on any other recorded instrument without the approval of the Public Services Director.

2.8 Water and Sewer:

All water and sewer improvements shall be constructed in full compliance with the Code as it exists at the time of construction, including, but not limited to the following requirements:

a. Curb boxes shall be left behind the sidewalk in front of each lot and the Owner shall protect, during the subsequent course of developing the Addition, valve boxes and curb boxes from damage, and be wholly responsible for the repair and replacement to the Public Services Director's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade, at the time the paving work is completed in the Addition.

b. The Owner shall construct the necessary water lines and appurtenances up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Water line sizes shall be as determined by the Public Services Director.

c. The Owner, at its cost, shall install water service lines in accordance with Code specifications to the property line so as to serve each lot or building site in the Addition.

d. The Owner shall construct the necessary sewer lines up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Sewer sizes shall be as determined by the Public Services Director.

e. The Owner, at its own cost, shall install sewer service lines, in accordance with Code specifications, to the property line so as to serve each lot or building site in the Addition.

f. The Owner shall protect manhole covers and rings from damage in the course of constructing the line, and shall be solely responsible for repair or replacement to the Public Services Director's satisfaction. The Owner shall adjust such manhole rings and covers to finished grade. The Owner agrees to protect and save the City harmless from any loss or claim suffered by other sewer users to their real or personal property, and from personal injury or damages by reason of obstruction or damage to the sewer lines or any part thereof occasioned by present or future construction work on said Addition by the Owner. Said obligation shall continue until the sewer line and the system within the Addition is accepted by the Public Services Director by issuance of a "letter of acceptance." Provided, however, that acceptance of part of the system shall not relieve the Owner of the obligations herein imposed for the remaining improvements that have not been accepted within said Addition.

g. Prior to the issuance of a building permit for any new structure, or prior to the issuance of a plumbing permit to connect existing buildings to the water and sewer systems, the then-existing water system investment charge (connection charge), sewer system investment charge (connection charge) and water meter charge shall be paid to the City. The Owner will also pay to the Central Wyoming Regional Water System Joint Powers Board the then current Regional Water System investment charge for each building to be served with water.

h. All necessary water and sewer easements, in forms acceptable to the City, up to and through the subdivision shall be obtained by the Owner, which grant to the City the right of ingress and egress thereto for purposes of laying out, constructing, inspecting, maintaining and replacing water lines, sewer lines, its fire hydrants and other appurtenances.

i. The Owner agrees to abide by all federal, state and local laws, rules and regulations regarding the use of its water and sewer facilities, and water and

sewer service, including, but not limited to, the Federal Pretreatment Regulations and all the Code sections relating to industrial pretreatment.

j. At such time as said water and/or sewer mains are installed by the Owner and a "letter of acceptance" is issued by the Public Services Director, the City shall pursuant to the Code, reimburse the Owner twice the difference in material cost between an eight (8) inch water and/or sewer main, or larger size if required by the development, and the required oversized main pursuant to the Code, as amended. Such reimbursement will be determined by the City based upon its most recent applicable material costs at the time of the Agreement execution. Reimbursement will only be based on oversizing of water and sewer mains larger than the size required by system analysis and approved by the Public Services Director.

2.9 Easements for all Utilities, Bikeways and Pedestrian Pathways:

Easements for all utilities and future bikeway/pedestrian pathways and access, in recordable forms acceptable to the City, must be provided prior to application for a permit to construct being made to the City. Mid-block pedestrian ways are required under Casper Municipal Code Section 16.16.020(B) for blocks over five hundred feet (500') in length. Those shall be maintained in good repair for use by the public by the property owners located immediately adjacent thereto. The immediately adjacent property owners are responsible for all costs and expenses thereof.

2.10 Street and Traffic Signs and Controls:

Owner shall pay for the cost and installation of all necessary on and off-site street and traffic control signage, signs signifying the street names, street striping, crosswalk striping, and traffic calming devices, as determined by the Public Services Director in his sole discretion.

2.11 Security Requirements:

In addition to and separate from the security required for erosion control, Owner shall comply with all Code requirements for all other security and surety requirements as set forth in the Code, including, but not limited to the financial surety and security for the project, landscaping and warranty period.

2.12 Record Drawings:

a. Owner shall submit "as-built" record documents for paving, drainage, water and sewer to the City prior to the issuance of the certificate of occupancy. Reproducible hard copy drawings shall be in the form of one (1) set of 4 mil Mylar, 24" x 36" labeled as "Record Drawings" and dated. Record Drawings shall also be provided on electronic media in Adobe (pdf) format and in

AutoCAD format or other format specified by Owner. Record documents shall be submitted on CDs, or other media as directed by Owner, labeled as "Record Drawings" and include the project name, City of Casper project number and date.

b. All digital files necessary for correct plotting of the final record drawings in the AutoCAD version, such as external references, pen assignments, images, etc. shall be provided. Any x-refs or other files that can be, shall be incorporated into the final drawings to minimize the manipulation necessary for plotting.

2.13 Completion of Infrastructure Improvements Prior to Certificate of Occupancy:

All required on-site and off-site improvements shall be completed and approved by the Public Services Director prior to the issuance of the first certificate of occupancy unless otherwise designated in this Agreement.

2.14 Other Costs in Separate Agreements:

If any recapture costs, costs for a drainage basin or sub-basin wide stormwater management program are applicable to this Subdivision, those costs shall be allocated in a separate exhibit attached to this Agreement. Failure of any such exhibit to be attached to this Agreement shall not relieve the Owner of its obligation to pay its proportionate share of those costs.

2.15 Stormwater, Flooding and Letters of Map Revisions:

a. Owner shall comply with and pay for all costs associated with any Stormwater Pollution Prevention Plan, Letter of Map Revision (LOMR), or other related requirements of Wyoming DEQ, Federal Emergency Management Agency (FEMA) or any other agency that has jurisdiction over the real property in impacted by this Agreement.

b. Owner shall provide the City with copies of all Stormwater Pollution Prevention Plan elements as reviewed and approved by Wyoming DEQ; any LOMR, along with the necessary submittals to update flood mapping in accordance with FEMA requirements, and documentation of Base Flood Elevations.

c. All requirements of this section shall be met prior to issuance of a permit to construct subdivision improvements.

2.16 Other Requirements:

This section has been intentionally left blank.

SECTION 3 - OBLIGATIONS OF CITY

The City shall issue a building permit and certificate of occupancy for the buildings in the Addition upon performance by the Owner of the conditions set forth herein, and upon Owner's compliance with all applicable Code requirements. All building permits will be issued by the Community Development Director in accordance with the Code.

SECTION 4 - REMEDIES

In the event the Owner fails to do, or fails to cause to be done, any of the requirements set forth in this Agreement in an expeditious manner, the City may, at its option, do any or all of the following:

a. Refuse to issue any building permits or certificates of occupancy to any person, including the Owner, or its heirs, successors, assigns and grantees.

b. After written notice to the Owner of any public improvements which have not been completed or properly completed, and upon Owner's failure to cure the same within a reasonable period of time, the City may complete any and all of the public improvements required by this Agreement by itself or by contracting with a third party to do the same. In the event the City elects to complete said improvements, or contracts with a third party to do so, the Owner agrees to pay any and all costs resulting therefrom upon demand by the City.

The remedies provided in this section are in addition to any other remedies specifically provided for in this Agreement, or which the City may otherwise have at law or in equity, and are not a limitation upon the same. The Owner further agrees to pay all reasonable attorneys' fees, court costs, and litigation costs in the event the City is required to enforce the provisions of this Agreement in a court of law.

SECTION 5 – GENERAL PROVISIONS

a. Successors and Assigns: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property that is the subject matter of this Agreement. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.

b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, *et seq.* The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.

e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.

f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.

g. No Third-Party Beneficiary Rights: The parties to this Agreement 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 parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

h. Severability: If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid, illegal or otherwise unenforceable, that provision or portion of the provision will be severed and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement.

i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Linlog, LLC
147 S. Wolcott
Casper, WY 82601

City of Casper
Attn: Community Development Director
200 North David
Casper, WY 82601
Fax: 307-235-8362

j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.

k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion and acceptance of the services and termination or completion of the Agreement.

l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.

m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in the State of Wyoming, properly registered and not delinquent with the Secretary of State.

n. Term: At the time the Owner files for a permit to construct, the then applicable code provisions shall apply for the life of the permit or under an extension that is approved by the Public Services Director. If the Owner fails to file for a permit to construct at the time of platting, all applicable provisions of the Code that have changed since the execution of this Agreement shall be required of the Owner at the time of permit application, and the City at its sole discretion may require a new Subdivision Agreement and/or the replatting of property. Provided, however, Code amendments pertaining to the health and safety of the public shall be complied with by the Owner during the term of this Agreement, regardless of the validity of the permit to construct.

The parties hereby enter into this Agreement on the day and year first written above.

[Signature pages follow.]

Signature Page for the City of Casper, Wyoming

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this _____ day of _____, 20____, by Ray Pacheco, as the Mayor of the City of Casper.

(Seal, if any)

_____
(Signature of notarial officer)

_____
Title (and Rank)

My Commission Expires: _____

Signature Page for the Owner

WITNESS:

By: Lori A Klatt

Printed Name: Lori A Klatt

Title: Administrative Specialist

OWNER
Linlog, LLC

By: James M Coffman

Printed Name: James Coffman

Title: MANAGING MEMBER

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 25th day of September, 2026, by James Coffman as the managing member of Linlog, LLC.

Lori A Klatt
(Signature of notarial officer)

Notary
Title (and Rank)

(Seal, if any)

LORI A. KLATT
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 162981
MY COMMISSION EXPIRES: 07/17/2029

My Commission Expires: 7/17/29

ORDINANCE NO. 16-26

AN ORDINANCE APPROVING A FINAL PLAT TO CREATE THE COFFMAN ADDITION SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS, an application has been made for the approval of a final plat to create the Coffman Addition subdivision in the City of Casper, Wyoming; and,

WHEREAS, the property owner will enter into a written subdivision agreement for the Coffman Addition subdivision 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 City Council approve the plat following a public hearing; and,

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

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

SECTION 1:

The plat and subdivision agreement, as described above, are hereby approved, and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said documents.

SECTION 2:

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 _____, 20____.

PASSED on 2nd reading the ____ day of _____, 20____.

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

APPROVED AS TO FORM:

_____

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

_____
Amanda Ainsworth
City Clerk

_____
Ray Pacheco
Mayor

October 16, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Liz Becher, Community Development Director
Craig Collins, AICP, City Planner

SUBJECT: Consideration of an ordinance amending various sections of Title 17 of the Casper Municipal Code to update definitions and zoning regulations related to "gaming," and to clarify where gaming establishments may locate.

Meeting Type & Date:
Regular Council meeting on October 20, 2026

Action Type:
Public hearing and first reading on an ordinance

Recommendation:
The Council, by ordinance approve amendments to various sections of Title 17 of the Casper Municipal Code to update definitions and zoning regulations related to "gaming," and to clarify where gaming establishments may locate.

Summary:
The Gaming Work Group has been working since May 2026 to evaluate potential regulatory approaches and municipal processes associated with gaming establishments in Casper. A gaming moratorium took effect on July 21st and will expire on December 31, 2026. City Council held a work session on September 22, 2026 to review the recommendations from the work group, and specifically, the DRAFT ordinance amending multiple sections of Title 17. Following discussion, Council directed staff to proceed with the ordinance and schedule it for formal public hearing consideration.

Much of Casper's existing gaming terminology was adopted many years ago and does not fully reflect current Wyoming statutes governing gaming activities. The proposed amendments update and modernize definitions within Title 17 to improve consistency, reduce ambiguity, and support more effective administration of the zoning code.

A brief summary of the changes to Title 17 follows:

- Updates gaming-related definitions to align with current Wyoming statutes.
- Creates a clear definition of "Gaming Establishment."
- Distinguishes gaming establishments from charitable gaming, bingo, pull tabs, raffles, and skill-based amusement games.
- Clarifies the zoning districts where gaming establishments may locate.
- Removes obsolete and inconsistent zoning provisions related to gaming uses.

- Prohibits gaming establishments within the Old Yellowstone District and South Poplar Street Corridor Form-Based Code area and the C-3 (Central Business) zoning district (downtown district).

Under existing/previous allowances, gaming establishments are permitted in approximately 9%-10% of the area of Casper. Per the proposed regulations, gaming establishments will be permitted as an allowed use within approximately 17% of the area of Casper. While the geographic area where gaming establishments may be located is being expanded, the ordinance also replaces a series of outdated and inconsistent zoning provisions with a more clearly defined regulatory framework.

The regulatory strategy for gaming establishments includes both zoning controls and permitting controls. The attached ordinance is limited to zoning-related provisions within Title 17. Specifically, it updates gaming-related definitions, clarifies where gaming establishments may locate, removes obsolete zoning provisions, and aligns municipal terminology with current Wyoming law. The ordinance does not regulate the operation, licensing, or conduct of gaming activities, which remain subject to State law and municipal permitting and operational regulations that are being considered separately by the City Council.

Financial Considerations:
None.

Council Adopted Goals:
Fiscal Stability

Oversight/Project Responsibility:
The Gaming Work Group was established to evaluate potential regulatory approaches for gaming establishments within Casper and includes representatives from City Council, the City Manager's Office, the City Attorney's Office, and the Community Development Department.

Attachments:
Ordinance – Text Amendments to Title 17 (Zoning Changes, Removal of CUP, and Updates to Definitions)

ORDINANCE NO. _____

AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE 17 OF THE CASPER MUNICIPAL CODE TO UPDATE DEFINITIONS AND ZONING REGULATIONS RELATED TO GAMING, AND CLARIFY WHERE GAMING ESTABLISHMENTS MAY LOCATE.

WHEREAS, the governing body of the City of Casper, Wyoming, has the authority to adopt ordinances and resolutions necessary for the health, safety, and welfare of the City of Casper and its citizenry pursuant to Wyo. Stat. § 15-1-103(a)(xiii) and (xli); 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 from time to time; and,

WHEREAS, portions of Chapter 17.08 (Definitions) and other sections of Title 17 currently contain gaming and gambling terminology that is outdated, incomplete, or inconsistent with current Wyoming Statutes governing gaming activities; and,

WHEREAS, the Wyoming Legislature has adopted and amended statutes regulating various forms of lawful gaming activities, including charitable gaming, pari-mutuel wagering, simulcasting, sports wagering, lottery operations, fantasy sports contests, and other activities authorized by the Wyoming Gaming Commission; and,

WHEREAS, the governing body of the City of Casper desires that the definitions and terminology contained within Title 17 be consistent with the applicable Wyoming Statutes in order to reduce ambiguity, improve administration, and promote uniform interpretation of the Municipal Code; and,

WHEREAS, the purpose of this Ordinance is not to regulate the operation, licensing, or conduct of gaming activities authorized by State law, but rather to clarify the manner in which gaming establishments are classified and regulated for zoning purposes within the City of Casper; and,

WHEREAS, the governing body of the City of Casper finds that updating and clarifying the gaming provisions of Title 17 will improve consistency among zoning regulations, eliminate obsolete provisions, and promote fair and effective administration of the City's zoning regulations.

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

SECTION 1:
Chapter 17.08 – Definitions, is hereby amended as follows:

"Antique gambling device" means a mechanically or electronically operated slot machine that is at least twenty-five (25) years old and used only for display or personal amusement in the owner's residence, in public and private museums, in possession of a dealer or distributor of lawful gaming equipment or displayed at state or local historic sites;

"Calcutta wagering" means wagering on the outcome of amateur contests, cutter horse racing, dog sled racing, professional rodeo events or professional golf tournament in which those who wager bid at auction for the exclusive right to "purchase" or wager upon a particular contestant or entrant in the event and when the outcome of the event has been decided the total wagers comprising the pool, less a percentage "take-out" by the event's sponsor, is distributed to those who "purchased" or wagered upon the winning contestants or entrants;

"Charitable or nonprofit organization" means an organization recognized as a charitable or nonprofit organization under Wyoming statutes and which possesses a valid exemption from federal income tax issued by the Internal Revenue Service under the provisions of 26 U.S.C. 501(c) and political parties organized under the law of Wyoming and exempt from federal income tax issued by the Internal Revenue Service under the provisions of 26 U.S.C 527;

"Gain" means the direct realization of winnings;

"Gambling" means risking any property for gain contingent in whole or in part upon lot or chance in any game played with cards, dice, balls or on any gambling device or contingent on the happening or outcome of an event, including a sporting event, over which the person taking a risk has no control, but does not include any of the following:

1. Bona fide contests of skill, speed, strength or endurance in which awards are made only to entrants or the owners of entries. ~~of contracts;~~. This exception shall not include skill based amusement games;

2. Bona fide business transactions which are valid under the law of contracts;

3. Other acts or transactions now or hereafter expressly authorized by law;

4. ~~Raffles or b~~ Bingo games conducted, or pull tabs sold, by charitable or nonprofit organizations where the tickets for the ~~raffle or~~ bingo are sold only in this state and the pull

tabs are sold only on the premises owned or occupied by the charitable or nonprofit organization provided that:~~;~~

a. Bingo games and pull tab games shall only be conducted by charitable or nonprofit organizations, which have been in existence in this state for at least three (3) years and, commencing July 1, 2020, are licensed by the Wyoming gaming commission under W.S. 11-25-104(n) to conduct bingo or pull tab games;

b. In conducting bingo games and pull tab games the organization shall use only volunteers who are bona fide members of the charitable or nonprofit organization or employees or contractors who are paid by the organization to assist in the operation of the game;

c. Players of the bingo games or pull tab games shall be eighteen (18) years or older;

d. At least sixty-five percent (65%) of all gross sales shall be redeemed as winnings each month. The net proceeds after payment of winnings shall be restricted as follows.

i. No more than forty percent (40%) of net proceeds shall be paid to distributors or manufacturers of supplies or equipment necessary to conduct the game; and,

ii. Seventy five percent (75%) of the net proceeds remaining after the payment for all costs and supplies shall be donated within one (1) year by the organization to a bona fide charitable or benevolent purpose.

e. The charitable or nonprofit organization conducting the bingo game or pull tab game may purchase supplies or equipment necessary to conduct the game from a distributor or manufacturer at a price based on a per card or pull tab basis subject to the limitations provided by State Statute.

5. Any game, wager or transaction:

a. Incidental to a bona fide social relationship;
b. Participated in by natural persons only;
c. Conducted in a private manner, at a private place or at a business or fraternal organization for which the primary source of revenue of the business or fraternal organization is not derived from any activity involving risking property for gain;

d. Not advertised or otherwise open to public participation; and,

e. In which no person receives any renumeration from facilitating, participating in, hosting or organizing the game, wager or transaction other than the direct realization of winnings.

6. Calcutta wagering on contests or events conducted by a bona fide nationally chartered veterans', religious, charitable, educational or fraternal organization or nonprofit local, civic or service club organized, or incorporated under the laws of this state and, commencing July 1, 2020, licensed by the Wyoming gaming commission to conduct Calcutta wagering on contests or events; provided, that:

a. The contest or event is conducted solely in this state;

b. Any rules affecting the contest or requirements for participants are clearly posted;

c. The total prizes or prize money paid out in any one contest or event does not exceed ninety percent (90%) of the total wagers;

d. A minimum of ten percent (10%) of the total wagers on each contest or event is donated within one (1) year by the sponsoring organization to a bona fide charitable or benevolent purpose;

e. No separate organization or professional person is employed to conduct the contest or event or assist therein;

f. The sponsoring organization, before conducting the contest or event, gives thirty (30) days written notice of the time and place thereof, to the governing body of the county or municipality in which it intends to conduct the contest or event, and the governing body does not pass a resolution objecting thereto;

g. The sponsoring organization has complied with the relevant sections of the Internal Revenue Code of 1954, as amended, relating to taxes on wagering.

7. Display or private use of antique gambling devices in the owner's residence;

8. Raffles or drawings conducted for charitable purposes in which one hundred percent (100%) of the net proceeds remaining after payment of all costs, supplies and winnings are used for charitable purposes;

9. Any lottery game authorized and run by the Wyoming lottery corporation;

10. The hunting license raffled provided by W.S. 23-1-302(p);

11. Activities authorized by the Wyoming gaming commission under title 11, chapter 25 of the Wyoming Statutes;

12. Online sports wagering regulated under W.S. 9-24-101 through 9-24-106;

13. Fantasy sports contests as defined in W.S. 9-24-101.

"Gambling device" means any device, machine, paraphernalia or equipment except an antique gambling device that is used or usable in the playing phases of any professional gambling activity, whether that activity consists of gambling between persons or gambling by a person involving the playing of a machine.

"Gambling premise~~s~~" means any building, room enclosure, vehicle, vessel or other place, whether open or enclosed, used or intended to be used for professional gambling. Any place where a gambling device is found, is presumed to be intended to be used for professional gambling.

"Gambling proceed" means all money or property at stake or displayed in, or in connection with, professional gambling.

"Gambling record" means any record, receipt, ticket, certificate, token, slip or notation given, made, used or intended to be used in connection with professional gambling.

"Gaming area" means the gross floor area which includes the actual gaming devices and adjacent areas necessary to use or service the gaming device such as aisleways, seating and standing areas devoted to gaming device operation.

"Gaming establishment" means a facility where simulcasting, pari-mutuel wagering, or similar wagering activities authorized by Wyoming law are conducted. The term does not include charitable gaming, bingo, pull tabs, raffles, and skill-based amusement games.

“Pari-mutuel event” means the events which are authorized by the commission for the conduct of horse racing (to include quarter horse, thoroughbred or other approved races), harness racing, cutter racing, chariot racing, chuckwagon racing, professional roping and rodeo events and simulcasting of dog racing and the events as prescribed by the State gaming commission.

"Professional Gambling ~~professional~~" means:

1. Aiding or inducing another to engage in gambling, with the intent to derive a profit therefrom; or

2. Participating in gambling and having, other than by virtue of skill or luck, a lesser chance of losing or a greater chance of winning than one or more of the other participants.

"Profit" means benefit other than a gain, which is realized or unrealized and direct, including benefits from unequal advantage in a series of transactions but does not include benefits of proprietorship or management of a business wherein a game, wager or transaction described in W.S. 6-7-101 occurs;

"Simulcasting" means the sale of pari-mutuel pools electronically transmitted live or historic on interstate or intrastate pari-mutuel events as prescribed by the State Gaming Commission;

"Skill based amusement game" means a game played in exchange for consideration of cash, credit or other thing of value on a fixed, commercial electrical gaming device in which the bona fide skill of the player, determined by an individual's level of strategy and skill, rather than any inherent element of chance, is the primary factor in determining the outcome and for which the player may be awarded a prize or other thing of value for a successful outcome. Skill based amusement games shall not be considered "gaming/gambling" for the purpose of regulating allowable locations under Title 17 (Zoning) of the Casper Municipal Code.

SECTION 2:
Section 17.12.080 (#20) – Off-street parking requirements in all districts with the exception of C-3, is hereby amended to change only the name/classification, and to retain the off-street parking requirement, as follows:

20. ~~Gaming/gambling~~ Gaming Establishment 1 parking space per 75 gross square feet of gaming area.

SECTION 3:
Section 17.24.030(I) – Conditional Uses in the AG (Urban Agriculture) zoning district, is hereby amended to read as follows:

I. Other agricultural and nonagricultural uses compatible with this district and as approved by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined in this title;

SECTION 4:
Section 17.28.030(I) – Conditional Uses in the R-1 (Residential Estate) zoning district, is hereby amended to read as follows:

I. Other uses compatible with the intent of this district as determined by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined in this title;

SECTION 5:

Section 17.32.030(I) – Conditional Uses in the R-2 (One Unit Residential) zoning district, is hereby amended to read as follows:

I. Other uses compatible with the intent of this district as determined by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined in this title;

SECTION 6:
Section 17.36.030(K) – Conditional Uses in the R-3 (One to Four Unit Residential) zoning district, is hereby amended to read as follows:

K. Other uses compatible with the intent of this district as determined by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined in this title;

SECTION 7:
Section 17.40.030(K) – Conditional Uses in the R-4 (High Density Residential) zoning district, is hereby amended to read as follows:

K. Other uses compatible with this district, as determined by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined in this title;

SECTION 8:
Section 17.44.030(I) – Conditional Uses in the R-5 (Mixed Residential) zoning district, is hereby amended to read as follows:

I. Other uses compatible with this district, as determined by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined in this title;

SECTION 9:
Section 17.48.030 – Conditional Uses in the R-6 (Manufactured Home (Mobile) Park) zoning district, is hereby amended to read as follows:

In an R-6 district, conditional uses shall include: other uses compatible with this district, as determined by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined in this title.

SECTION 10:
Section 17.56.020(G) – Permitted Uses in the PH (Park Historic) zoning district, is hereby amended to read as follows:

G. Other uses compatible with the intent of this district as determined by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined in this title.

SECTION 11:
Section 17.60.020 – Permitted Uses in the HM (Hospital Medical) zoning district, is hereby amended to remove the following, and to renumber the permitted uses accordingly:

~~26. Other uses compatible with the intent of this district as determined by the commission, with the exception of gaming/gambling uses as defined in this title;~~

SECTION 12:
Section 17.60.030(D) – Conditional Uses in the HM (Hospital Medical) zoning district, is hereby amended to read as follows:

D. Other compatible uses as determined by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined herein.

SECTION 13:
Section 17.64.030(J) – Conditional Uses in the C-1 (Neighborhood Convenience) zoning district, is hereby amended to read as follows:

J. Other uses compatible with the intent of this district as defined by the commission, with the exception of ~~gaming/gambling~~ gaming establishment uses as defined in this title;

SECTION 14:
Section 17.68.020(#24) – Permitted Uses in the C-2 (General Business) zoning district, is hereby amended to read as follows:

24. ~~Gaming/gambling~~ Gaming establishment

SECTION 15:
Section 17.72.030 – Conditional Uses in the C-3 (Central Business) zoning district, is hereby amended to remove the following:

~~A. Gaming/gambling; provided said use is located in excess of three hundred feet from any school or church use;~~

SECTION 16:
Section 17.76.020(#24) – Permitted Uses in the C-4 (Highway Business) zoning district, is hereby amended to read as follows:

24. ~~Gaming/gambling~~ Gaming Establishment

SECTION 17:

Section 17.080.020 – Permitted Uses in the M-1 (Limited Industrial) zoning district, is hereby amended to add the following as a permitted use:

"Gaming Establishment"

SECTION 18:
Section 17.80.030 – Conditional Uses in the M-1 (Limited Industrial) zoning district, is hereby amended to remove the following:

~~B. Gaming/gambling; provided said use is located in excess of three hundred feet from any school or church use;~~

SECTION 19:
Section 17.84.030 – Conditional Uses in the M-2 (General Industrial) zoning district is hereby amended to remove the following:

~~C. Gaming/gambling; provided said use is located in excess of three hundred feet from any school or church use;~~

SECTION 20:
Section 17.94.030 – Prohibited Uses in the Old Yellowstone District and South Poplar Street Corridor Form-Based Code is hereby amended to add the following:

"Gaming Establishment" means a facility where simulcasting, pari-mutuel wagering, or similar wagering activities authorized by Wyoming law are conducted. The term does not include charitable gaming, bingo, pull tabs, raffles, and skill-based amusement games.

SECTION 21:
All Sections of the Casper Municipal Code amended herein shall be alphabetized and renumbered accordingly.

SECTION 22:
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 _____, 202__.

APPROVED AS TO FORM:

_____

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

_____
Amanda Ainsworth
City Clerk

_____
Ray Pacheco
Mayor

ORDINANCE NO. 17-26

AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE 17 OF THE CASPER MUNICIPAL CODE TO UPDATE DEFINITIONS AND ZONING REGULATIONS RELATED TO GAMING, AND CLARIFY WHERE GAMING ESTABLISHMENTS MAY LOCATE.

WHEREAS, the governing body of the City of Casper, Wyoming, has the authority to adopt ordinances and resolutions necessary for the health, safety, and welfare of the City of Casper and its citizenry pursuant to Wyo. Stat. § 15-1-103(a)(xiii) and (xli); 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 from time to time; and,

WHEREAS, portions of Chapter 17.08 (Definitions) and other sections of Title 17 currently contain gaming and gambling terminology that is outdated, incomplete, or inconsistent with current Wyoming Statutes governing gaming activities; and,

WHEREAS, the Wyoming Legislature has adopted and amended statutes regulating various forms of lawful gaming activities, including charitable gaming, pari-mutuel wagering, simulcasting, sports wagering, lottery operations, fantasy sports contests, and other activities authorized by the Wyoming Gaming Commission; and,

WHEREAS, the governing body of the City of Casper desires that the definitions and terminology contained within Title 17 be consistent with the applicable Wyoming Statutes in order to reduce ambiguity, improve administration, and promote uniform interpretation of the Municipal Code; and,

WHEREAS, the purpose of this Ordinance is not to regulate the operation, licensing, or conduct of gaming activities authorized by State law, but rather to clarify the manner in which gaming establishments are classified and regulated for zoning purposes within the City of Casper; and,

WHEREAS, the governing body of the City of Casper finds that updating and clarifying the gaming provisions of Title 17 will improve consistency among zoning regulations, eliminate obsolete provisions, and promote fair and effective administration of the City's zoning regulations.

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

SECTION 1:
Chapter 17.08 – Definitions, is hereby amended as follows:

"Antique gambling device" means a mechanically or electronically operated slot machine that is at least twenty-five (25) years old and used only for display or personal amusement in the owner's residence, in public and private museums, in possession of a dealer or distributor of lawful gaming equipment or displayed at state or local historic sites;

"Calcutta wagering" means wagering on the outcome of amateur contests, cutter horse racing, dog sled racing, professional rodeo events or professional golf tournament in which those who wager bid at auction for the exclusive right to "purchase" or wager upon a particular contestant or entrant in the event and when the outcome of the event has been decided the total wagers comprising the pool, less a percentage "take-out" by the event's sponsor, is distributed to those who "purchased" or wagered upon the winning contestants or entrants;

"Charitable or nonprofit organization" means an organization recognized as a charitable or nonprofit organization under Wyoming statutes and which possesses a valid exemption from federal income tax issued by the Internal Revenue Service under the provisions of 26 U.S.C. 501(c) and political parties organized under the law of Wyoming and exempt from federal income tax issued by the Internal Revenue Service under the provisions of 26 U.S.C 527;

"Gain" means the direct realization of winnings;

"Gambling" means risking any property for gain contingent in whole or in part upon lot or chance in any game played with cards, dice, balls or on any gambling device or contingent on the happening or outcome of an event, including a sporting event, over which the person taking a risk has no control, but does not include any of the following:

1. Bona fide contests of skill, speed, strength or endurance in which awards are made only to entrants or the owners of entries.-This exception shall not include skill based amusement games;

2. Bona fide business transactions which are valid under the law of contracts;

3. Other acts or transactions now or hereafter expressly authorized by law;

4. Bingo games conducted, or pull tabs sold, by charitable or nonprofit organizations where the tickets for the bingo are sold only in this state and the pull tabs are sold only on the premises owned or occupied by the charitable or nonprofit organization provided that:

a. Bingo games and pull tab games shall only be conducted by charitable or nonprofit organizations, which have been in existence in this state for at least three (3) years and, commencing July 1, 2020, are licensed by the Wyoming gaming commission under W.S. 11-25-104(n) to conduct bingo or pull tab games;

b. In conducting bingo games and pull tab games the organization shall use only volunteers who are bona fide members of the charitable or nonprofit organization or employees or contractors who are paid by the organization to assist in the operation of the game;

c. Players of the bingo games or pull tab games shall be eighteen (18) years or older;

d. At least sixty-five percent (65%) of all gross sales shall be redeemed as winnings each month. The net proceeds after payment of winnings shall be restricted as follows.

i. No more than forty percent (40%) of net proceeds shall be paid to distributors or manufacturers of supplies or equipment necessary to conduct the game; and,

ii. Seventy five percent (75%) of the net proceeds remaining after the payment for all costs and supplies shall be donated within one (1) year by the organization to a bona fide charitable or benevolent purpose.

e. The charitable or nonprofit organization conducting the bingo game or pull tab game may purchase supplies or equipment necessary to conduct the game from a distributor or manufacturer at a price based on a per card or pull tab basis subject to the limitations provided by State Statute.

5. Any game, wager or transaction:

a. Incidental to a bona fide social relationship;
b. Participated in by natural persons only;
c. Conducted in a private manner, at a private place or at a business or fraternal organization for which the primary source of revenue of the business or fraternal organization is not derived from any activity involving risking property for gain;
d. Not advertised or otherwise open to public participation; and,
e. In which no person receives any renumeration from facilitating, participating in, hosting or organizing the game, wager or transaction other than the direct realization of winnings.

6. Calcutta wagering on contests or events conducted by a bona fide nationally chartered veterans', religious, charitable, educational or fraternal organization or nonprofit local, civic or service club organized, or incorporated under the laws of this state and, commencing July 1, 2020, licensed by the Wyoming gaming commission to conduct Calcutta wagering on contests or events; provided, that:

a. The contest or event is conducted solely in this state;

b. Any rules affecting the contest or requirements for participants are clearly posted;

c. The total prizes or prize money paid out in any one contest or event does not exceed ninety percent (90%) of the total wagers;

d. A minimum of ten percent (10%) of the total wagers on each contest or event is donated within one (1) year by the sponsoring organization to a bona fide charitable or benevolent purpose;

e. No separate organization or professional person is employed to conduct the contest or event or assist therein;

f. The sponsoring organization, before conducting the contest or event, gives thirty (30) days written notice of the time and place thereof, to the governing body of the county or municipality in which it intends to conduct the contest or event, and the governing body does not pass a resolution objecting thereto;

g. The sponsoring organization has complied with the relevant sections of the Internal Revenue Code of 1954, as amended, relating to taxes on wagering.

7. Display or private use of antique gambling devices in the owner's residence;

8. Raffles or drawings conducted for charitable purposes in which one hundred percent (100%) of the net proceeds remaining after payment of all costs, supplies and winnings are used for charitable purposes;

9. Any lottery game authorized and run by the Wyoming lottery corporation;

10. The hunting license raffled provided by W.S. 23-1-302(p);

11. Activities authorized by the Wyoming gaming commission under title 11, chapter 25 of the Wyoming Statutes;

12. Online sports wagering regulated under W.S. 9-24-101 through 9-24-106;

13. Fantasy sports contests as defined in W.S. 9-24-101.

"Gambling device" means any device, machine, paraphernalia or equipment except an antique gambling device that is used or usable in the playing phases of any professional gambling activity, whether that activity consists of gambling between persons or gambling by a person involving the playing of a machine.

"Gambling premise~~s~~" means any building, room enclosure, vehicle, vessel or other place, whether open or enclosed, used or intended to be used for professional gambling. Any place where a gambling device is found, is presumed to be intended to be used for professional gambling.

"Gambling proceed" means all money or property at stake or displayed in, or in connection with, professional gambling.

"Gambling record" means any record, receipt, ticket, certificate, token, slip or notation given, made, used or intended to be used in connection with professional gambling.

"Gaming area" means the gross floor area which includes the actual gaming devices and adjacent areas necessary to use or service the gaming device such as aisleways, seating and standing areas devoted to gaming device operation.

"Gaming establishment" means a facility where simulcasting, pari-mutuel wagering, or similar wagering activities authorized by Wyoming law are conducted. The term does not include charitable gaming, bingo, pull tabs, raffles, and skill-based amusement games.

“Pari-mutuel event” means the events which are authorized by the commission for the conduct of horse racing (to include quarter horse, thoroughbred or other approved races), harness racing, cutter racing, chariot racing, chuckwagon racing, professional roping and rodeo events and simulcasting of dog racing and the events as prescribed by the State gaming commission.

"Professional Gambling" means:

1. Aiding or inducing another to engage in gambling, with the intent to derive a profit therefrom; or

2. Participating in gambling and having, other than by virtue of skill or luck, a lesser chance of losing or a greater chance of winning than one or more of the other participants.

“Profit” means benefit other than a gain, which is realized or unrealized and direct, including benefits from unequal advantage in a series of transactions but does not include benefits of proprietorship or management of a business wherein a game, wager or transaction described in W.S. 6-7-101 occurs;

“Simulcasting” means the sale of pari-mutuel pools electronically transmitted live or historic on interstate or intrastate pari-mutuel events as prescribed by the State Gaming Commission;

“Skill based amusement game” means a game played in exchange for consideration of cash, credit or other thing of value on a fixed, commercial electrical gaming device in which the bona fide skill of the player, determined by an individual’s level of strategy and skill, rather than any inherent element of chance, is the primary factor in determining the outcome and for which the player may be awarded a prize or other thing of value for a successful outcome. Skill based amusement games shall not be considered “gaming/gambling” for the purpose of regulating allowable locations under Title 17 (Zoning) of the Casper Municipal Code.

SECTION 2:
Section 17.12.080 (#20) – Off-street parking requirements in all districts with the exception of C-3, is hereby amended to change only the name/classification, and to retain the off-street parking requirement, as follows:

20. Gaming Establishment - 1 parking space per 75 gross square feet of gaming area.

SECTION 3:
Section 17.24.030(I) – Conditional Uses in the AG (Urban Agriculture) zoning district, is hereby amended to read as follows:

I. Other agricultural and nonagricultural uses compatible with this district and as approved by the commission, with the exception of gaming establishment uses as defined in this title;

SECTION 4:
Section 17.28.030(I) – Conditional Uses in the R-1 (Residential Estate) zoning district, is hereby amended to read as follows:

I. Other uses compatible with the intent of this district as determined by the commission, with the exception of gaming establishment uses as defined in this title;

SECTION 5:
Section 17.32.030(I) – Conditional Uses in the R-2 (One Unit Residential) zoning district, is hereby amended to read as follows:

I. Other uses compatible with the intent of this district as determined by the commission, with the exception of gaming establishment uses as defined in this title;

SECTION 6:
Section 17.36.030(K) – Conditional Uses in the R-3 (One to Four Unit Residential) zoning district, is hereby amended to read as follows:

K. Other uses compatible with the intent of this district as determined by the commission, with the exception of gaming establishment uses as defined in this title;

SECTION 7:
Section 17.40.030(K) – Conditional Uses in the R-4 (High Density Residential) zoning district, is hereby amended to read as follows:

K. Other uses compatible with this district, as determined by the commission, with the exception of gaming establishment uses as defined in this title;

SECTION 8:
Section 17.44.030(I) – Conditional Uses in the R-5 (Mixed Residential) zoning district, is hereby amended to read as follows:

I. Other uses compatible with this district, as determined by the commission, with the exception of gaming establishment uses as defined in this title;

SECTION 9:
Section 17.48.030 – Conditional Uses in the R-6 (Manufactured Home (Mobile) Park) zoning district, is hereby amended to read as follows:

In an R-6 district, conditional uses shall include: other uses compatible with this district, as determined by the commission, with the exception of gaming establishment uses as defined in this title.

SECTION 10:
Section 17.56.020(G) – Permitted Uses in the PH (Park Historic) zoning district, is hereby amended to read as follows:

G. Other uses compatible with the intent of this district as determined by the commission, with the exception of gaming establishment uses as defined in this title.

SECTION 11:
Section 17.60.020 – Permitted Uses in the HM (Hospital Medical) zoning district, is hereby amended to remove the following, and to renumber the permitted uses accordingly:

~~26. Other uses compatible with the intent of this district as determined by the commission, with the exception of gaming/gambling uses as defined in this title;~~

SECTION 12:
Section 17.60.030(D) – Conditional Uses in the HM (Hospital Medical) zoning district, is hereby amended to read as follows:

D. Other compatible uses as determined by the commission, with the exception of gaming establishment uses as defined herein.

SECTION 13:
Section 17.64.030(J) – Conditional Uses in the C-1 (Neighborhood Convenience) zoning district, is hereby amended to read as follows:

J. Other uses compatible with the intent of this district as defined by the commission, with the exception of gaming establishment uses as defined in this title;

SECTION 14:
Section 17.68.020(#24) – Permitted Uses in the C-2 (General Business) zoning district, is hereby amended to read as follows:

24. ~~Gaming/gambling~~ Gaming establishment

SECTION 15:
Section 17.72.030 – Conditional Uses in the C-3 (Central Business) zoning district, is hereby amended to remove the following:

~~A. Gaming/gambling; provided said use is located in excess of three hundred feet from any school or church use;~~

SECTION 16:
Section 17.76.020(#24) – Permitted Uses in the C-4 (Highway Business) zoning district, is hereby amended to read as follows:

24. ~~Gaming/gambling~~ Gaming Establishment

SECTION 17:
Section 17.080.020 – Permitted Uses in the M-1 (Limited Industrial) zoning district, is hereby amended to add the following as a permitted use:

"Gaming Establishment"

SECTION 18:
Section 17.80.030 – Conditional Uses in the M-1 (Limited Industrial) zoning district, is hereby amended to remove the following:

~~B. Gaming/gambling; provided said use is located in excess of three hundred feet from any school or church use;~~

SECTION 19:
Section 17.84.030 – Conditional Uses in the M-2 (General Industrial) zoning district is hereby amended to remove the following:

~~C. Gaming/gambling; provided said use is located in excess of three hundred feet from any school or church use;~~

SECTION 20:
Section 17.94.030 – Prohibited Uses in the Old Yellowstone District and South Poplar Street Corridor Form-Based Code is hereby amended to add the following:

"Gaming Establishment" means a facility where simulcasting, pari-mutuel wagering, or similar wagering activities authorized by Wyoming law are conducted. The term does not include charitable gaming, bingo, pull tabs, raffles, and skill-based amusement games.

SECTION 21:
All Sections of the Casper Municipal Code amended herein shall be alphabetized and renumbered accordingly.

SECTION 22:
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 _____, 202__.

APPROVED AS TO FORM:

_____

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

_____
Amanda Ainsworth
City Clerk

_____
Ray Pacheco
Mayor

October 7, 2026

MEMO TO: His Honor the Mayor and Casper City Council

FROM: Janine Jordan, City Manager
Eric K. Nelson, City Attorney
Liz Becher, Community Development Director

SUBJECT: An Ordinance Creating Chapter 5.80 - Simulcasting and Pari-Mutuel Wagering.

Meeting Type & Date:
Council Meeting – October 20, 2026

Action Type:
Public Hearing

Recommendation:
The Council conducts the Public Hearing and First Reading of An Ordinance Creating Chapter 5.80 – Simulcasting and Pari-Mutuel Wagering.

Summary:
In 2026, the Wyoming Legislature adopted Senate File 45, substantially modifying the regulatory framework for simulcasting permits by establishing a formal local approval process. The legislation grants municipalities authority to review permit locations, conduct public hearings, and establish reasonable operating conditions as part of the local approval process.

Following adoption of Senate File 45, City Council enacted a temporary moratorium on new gaming establishments through December 31, 2026, to allow time for the Gaming Work Group to evaluate potential regulatory approaches and develop recommendations for local implementation. Establishing the permitting framework prior to expiration of the moratorium will provide regulatory certainty for applicants, staff, and the public while ensuring future gaming establishments are reviewed under locally-adopted standards. The Gaming Work Group has recommended a combined zoning and permitting framework, including the creation of Chapter 5.80 to establish a formal local permitting process consistent with Wyoming Statute § 11-25-210.

With the gaming moratorium scheduled to expire on December 31, 2026, the proposed ordinance and accompanying draft resolution are intended to establish a clear local review and permitting process before additional gaming establishments may seek approval within the City. The ordinance establishes the legal authority and framework within the Municipal Code, while the companion resolution provides administrative procedures and operating standards that may be updated as implementation experience warrants. The proposed ordinance would designate City Council as the local approving authority for gaming permits. The accompanying draft resolution will be considered concurrently with the ordinance on third reading.

If adopted, the resolution establishes procedures for:

- Application review and permit processing;
- Public notice and hearings;
- County review and objections;
- Permit approvals, renewals, and transfers;
- Appeals and recordkeeping;
- Operating conditions; and
- Enforcement and revocation procedures.

Operating conditions may address:

- Hours of operation;
- Placement of historic horse racing terminals;
- Parking and traffic access;
- Responsible gaming training; and
- Public safety and security measures.

The proposed Chapter 5.80 ordinance and companion Title 17 text amendment ordinance are requested to be considered concurrently as part of the City's overall regulatory framework for gaming establishments.

Financial Considerations:
The proposed permitting framework would allow recovery of publication and other actual administrative costs as provided in the accompanying resolution.

Council Adopted Goals:
Fiscal Stability

Oversight/Project Responsibility:
The Gaming Work Group was established to evaluate potential regulatory approaches for gaming establishments within Casper and includes representatives from City Council, the City Manager's Office, the City Attorney's Office, and the Community Development Department.

Attachments:
Ordinance
Draft Resolution

ORDINANCE NO. 18-26

AN ORDINANCE CREATING CHAPTER 5.80 - SIMULCASTING AND PARI-MUTUEL WAGERING OF THE CASPER MUNICIPAL CODE.

WHEREAS, the governing body of the City of Casper, Wyoming, has the authority to adopt ordinances and resolutions necessary for the health, safety, and welfare of the City of Casper and its citizenry pursuant to Wyo. Stat. § 15-1-103(a)(xiii) and (xli); 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 from time to time; and,

WHEREAS, the Wyoming Legislature has adopted and amended statutes regulating various forms of lawful gaming activities, including charitable gaming, pari-mutuel wagering, simulcasting, sports wagering, lottery operations, fantasy sports contests, and other activities authorized by the Wyoming Gaming Commission; and,

WHEREAS, pursuant to Wyoming Statutes § 11-25-210, simulcasting shall only be conducted within the City of Casper upon approval of the permit location by the City Council and issuance of a simulcasting permit by the Wyoming Gaming Commission; and,

WHEREAS, the Governing Body of the City of Casper wishes to create Chapter 5.80 – Simulcasting and Pari-Mutual Wagering, of the Casper Municipal Code and establish a formal municipal process for local approval, renewal, transfer, conditioning, revocation, and appeal of simulcasting permits within the city, including permits involving historic horse racing terminals.

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

SECTION 1:

Chapter 5.80 is created and shall be titled, "SIMULCASTING AND PARI-MUTUEL WAGERING" and shall be codified as follows:

CHAPTER 5.80 - SIMULCASTING AND PARI-MUTUEL WAGERING

5.80.010 Definitions.

For the purposes of this Chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

A. "Local approving authority" means the local authority with responsibility to approve, deny or revoke a site-specific application or renewal for a simulcasting permit issued by the commission.

B. "Local authority" means the governing body of a city, town or county in Wyoming.

C. "Simulcasting" means the sale of pari-mutuel pools electronically transmitted live or historic on interstate or intrastate pari-mutuel events as prescribed by the State Gaming Commission.

5.80.020 Permit Required.

A. Pursuant to Wyoming Statutes § 11-25-210, simulcasting shall only be conducted within the City of Casper upon the issuance or renewal of a simulcasting permit by City Council and the Wyoming Gaming Commission.

B. The process of applying for the issuance or renewal of a simulcasting permit and the processing thereof shall be governed by Wyoming Statute and a resolution adopted by City Council, as may be amended from time to time.

C. Nothing in this Chapter shall be construed as regulating the operation, licensing, or conduct of gaming activities, which are governed exclusively by the Wyoming Gaming Commission.

SECTION 2:
This Ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

[Signature Page Follows]

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 _____, 202__.

APPROVED AS TO FORM:

_____

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

_____
Amanda Ainsworth
City Clerk

_____
Ray Pacheco
Mayor

October 5, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Liz Becher, Community Development Director

SUBJECT: Public hearing for consideration of a resolution authorizing submission of an application to the Wyoming Business Council 's Building Resilient Communities (BRC) grant and loan program for the construction of critical infrastructure for a workforce housing project.

Meeting Type & Date:
Regular Council Meeting, October 20, 2026

Action Type:
Public Hearing and Resolution

Recommendation:
That Council, by resolution, hear public comment regarding the city's proposed application to the Wyoming Business Council's Building Resilient Communities (BRC) grant & loan program for the construction of critical infrastructure for a workforce housing project located near the intersection of Wyoming Boulevard and Poplar Street.

Summary:
At the work session on August 25, 2026, Council heard a request from a private housing developer that the City be the municipal applicant for a Workforce Housing and Mixed-Use Development Infrastructure Grant application to the Wyoming Business Council's Building Resilient Communities (BRC) grant program.

Housing availability, and affordability, have emerged as some of the most significant economic development challenges facing Casper, and the State of Wyoming. Public infrastructure costs to create the development-ready properties is a large investment. The WBC grant program has been redefined to financially assist municipalities in building the public infrastructure (utility and street costs) to help lower the costs to developers to build attainable housing for working households.

The proposed grant would remove longstanding infrastructure barriers, unlock an infill development site for workforce housing, and directly support workforce recruitment, economic development, and community growth. Council gave direction to pursue the grant application which is due November 1, 2026.

The notice of public hearing for those wishing to comment on this project was published in the Casper Star-Tribune on September 26 and October 3, 2026. Citizens were also invited to submit

written comments to: Liz Becher, Community Development Director – City of Casper, 200 N. David Street; Casper, WY 82601, or via email to planning@casperwy.gov. Any written comments were required to be submitted by 5:00 p.m. on October 19, 2026. The City will take all comments made at the public hearing and written comments submitted on or before the deadline into consideration before considering the resolution in support of the 2026 BRC application.

A public hearing, supporting resolution, Development Agreement between the city and the developer, and Elected Official Certification are all requirements of the application.

Financial Considerations:
The total eligible project cost for the grant application will be $15,845,349.00 which include construction, engineering, contingency, and the value of the right of ways. The grant requires a 25% match ($3,961,337.25) from the applicant and the developer through cash and in-kind contributions. The City of Casper's portion will be $198,066.86 which will be paid for from the water fund balance, sewer fund balance, and streets 1% #17.

Council Priorities:
Infrastructure
Fiscal Stability

Oversight/Project Responsibility:
Liz Becher (Community Development Director), City Grant Specialist (Christa Wiggs), City Engineering (Alex Sveda) and associated City team members.

Attachments:
Public Notice
Resolution
Development Agreement
Elected Official Certification

October 20, 2026

Grants Portfolio Manager
Wyoming Business Council
214 West 15th Street
Cheyenne, WY 82002

RE: City of Casper Workforce Housing Project BRC Application
Elected Official Certification

Dear Grants Portfolio Manager:

As the Mayor of the City of Casper, this letter serves as the Elected Official Certification Letter. I am writing this letter in hopes of conveying to the Wyoming Business Council the importance of this grant to the City of Casper, Wyoming. This Building Resilient Communities Grant will be used for infrastructure for the City of Casper Workforce Housing Project. This project addresses a key barrier to growth, the lack of workforce housing, and as the Mayor of the City of Casper, I am fully in support of this application and this project!

This project leverages City of Casper and private funds as part of the local match as well as land for in-kind match needed for the project. The City of Casper is requesting a BRC Grant in the amount of $15,845,349.00 with cash matches and in-kind contributions of $3,961,337.25.

For the City of Casper, we believe this project is critical to our economic development and growth by providing the infrastructure for a mixed-use residential development consisting of over 158 new single-family dwellings, tiny homes, twin homes, and 4-plexes ideal for much needed workforce housing. As Casper and the surrounding area continue to grow and attract new businesses, it is critical that we strive to fill the gap in available workforce housing. We thank you for considering this application and we respectfully encourage a favorable recommendation from the Wyoming Business Council.

Please do not hesitate to contact us regarding any questions or concerns.

Sincerely,

Ray Pacheco, Mayor

Development Agreement between

the CITY OF CASPER and HARMONY HILLS DEVELOPMENT, LLC

THIS AGREEMENT is made and entered into by and between the CITY OF CASPER (herein after known as "APPLICANT"), and HARMONY HILLS DEVELOPMENT, LLC (herein after known as "DEVELOPER"), and collectively referred to as the "Parties."

WHEREAS, the purpose of the Building Resilient Communities Program ("BRC") is to provide financing for public owned infrastructure that unlocks growth and addresses barriers to economic growth; and

WHEREAS, the public benefit(s) of this project will be addressing a key barrier to growth by creating workforce housing and providing housing opportunities for the areas helping with retention and creation of hundreds of jobs, increased revenues to the City of Casper from tap fees, permits, as well as tax revenue, improved water and sanitary sewer infrastructure in the area, and the consideration is creation of workforce housing, water lines installed, sewer lines installed and roadways constructed; and

WHEREAS, APPLICANT desires to desires to procure funds to pay for water, sanitary sewer, storm sewer and surfacing improvements to facilitate a mixed-use development of approximately 20 acres of land creating approximately 158 housing units comprised of tiny homes, twin homes, 4-plexes and single family dwellings; and

WHEREAS, APPLICANT is an eligible APPLICANT to the Wyoming Business Council for BRC Grants.

NOW, THEREFORE, in consideration of the promises and agreements contained herein, the Parties agree as follows:

1) Purpose: The purpose of this AGREEMENT is to facilitate the award of BRC funds to APPLICANT for the construction of Water, Sanitary Sewer, Storm Sewer, and Surfacing Improvements through a grant application made to the Wyoming Business Council. The application for BRC funds are available for review at the offices of APPLICANT and the Wyoming Business Council.

2) Term: This AGREEMENT shall commence upon the date the last signature is affixed hereto and all approvals pursuant to Section 6 are granted and shall remain in full force and effect until 3 years following the last expenditure from BRC funds.

3) **Responsibilities of APPLICANT**: APPLICANT shall:

a) Apply for a BRC Grant in the amount of $15,845,349.00 for the construction of the Project for the purpose of providing infrastructure for an approximately 20-acre mixed use workforce housing development.

b) Contingent upon the award of funds and the receipt of invoices substantiating project costs, act as fiscal agent for BRC funds, process all required paperwork and seek reimbursement of amounts from the Wyoming Business Council.

c) BRC Funds received by APPLICANT shall be paid as described in terms and conditions of all other agreements required to be entered into by and between the Wyoming Business Council and APPLICANT. APPLICANT shall not be obligated to proceed with the project if it does not receive the requested funding from the Wyoming Business Council, nor shall APPLICANT be obligated to expend funds for the project in excess of the funds received from the Wyoming Business Council.

d) If Building Resilient Communities Program funding is awarded, this AGREEMENT shall become part of the grant agreement between the Wyoming Business Council and APPLICANT. APPLICANT must notify and receive approval from Wyoming Business Council staff before changing or modifying this AGREEMENT.

e) Manage the advertising, bidding and award of construction contracts and other procurement related to the project and certify to the Wyoming Business Council that Wyoming Statute §§ 15-13-113 and 16-6-101, *et seq*., were followed and that a public and competitive procurement process was used to award all contracts for which grant funds were utilized, including the requirement that preference be given to: Wyoming bidders for contractual services; Wyoming laborers, workmen and mechanics; and for materials, supplies, equipment, machinery and provisions produced, manufactured, supplied or grown in Wyoming. Provided, however that DEVELOPER shall not hire, contract with, bind itself or otherwise commit BRC funds for construction or development of the project until it has consulted with APPLICANT staff to ensure compliance with state law, applicable building and land use codes and APPLICANT policies.

f) Obtain designs, specifications and other information necessary to conduct a public and competitive procurement process for construction contracts for the Project.

g) Require project contractors to provide payment and performance bonds, as may be necessary, in amounts equal to the total estimated cost of constructing and completing the project as a completed and functional infrastructure, suitable for DEVELOPER'S use according to the specifications and design criteria provided by APPLICANT.

h) Pay all design and construction invoices as required and submit invoices to the Wyoming Business Council in accordance with Section 5 d) below.

i) APPLICANT is responsible for paying 1.26% of each invoice up to a total of $198,066.86 which is the required Applicant match per the BRC Grant Agreement.

j) Maintain reasonable and responsible accounting procedures and practices and maintain books, records, documents and other evidence to sufficiently and properly reflect all transactions of any nature relating to this AGREEMENT.

k) Retain all required records for three (3) years after receipt of final reimbursement of the BRC funds and all other matters relating to the AGREEMENT are concluded.

l) Comply with all applicable federal, state and local laws, including, but not limited to the Civil Rights Act of 1964.

m) Finished or unfinished documents, data or reports prepared under this AGREEMENT shall be considered the property of APPLICANT.

4) Responsibilities of DEVELOPER: DEVELOPER shall:

a) Provide APPLICANT with requirements/specifications for improvements needed to make infrastructure suitable for DEVELOPER'S use.

b) Reimburse APPLICANT for their proportionate share of all project invoices within 15 days of invoicing from the APPLICANT. DEVELOPER is responsible for 23.11% of all project invoices estimated in the amount of $3,627,958.85.

c) Be responsible for 100% of any and all costs associated with the project which may exceed the total amount awarded through BRC funds. Project costs that exceed the total amount awarded through the BRC funds will be covered 100% by the DEVELOPER. DEVELOPER understands and agrees that APPLICANT shall use any and all BRC funds it receives for the construction of the project.

d) Provide an in-kind match in the form of right of way dedication through platting of approximately 8.175 acres of land for the construction of the new roads and associated infrastructure. For the grant application, the land is valued at $0.38/SF based on a Brokers Opinion. The total in-kind match from right of way dedication is estimated at $135,311.54.

e) If BRC Grant is awarded, DEVELOPER shall pay for and secure an appraisal to value the land associated with the right of way dedication following the awarding of the grant. The

cost of obtaining the appraisal will be incorporated in the DEVELOPER'S proportional share of the contingency funds set forth in Section 4(b).

f) Provide additional cash match if the value of the land included in the right of way dedication is valued at less than $0.38/SF pursuant to the appraisal. The additional cash match will be a determined amount to ensure the total match is 25% of the project cost as presented in the BRC Grant Application. If the right of way dedication is more than $0.38/SF as determined by the appraisal, an additional cash match is not required, and the total cash requirements of DEVELOPER shall be reduced proportionately.

g) If additional cash match is determined to be necessary, DEVELOPER'S proportionate shares indicated in item b) above shall be adjusted accordingly and this agreement shall be amended.

h) Provide economic development data to APPLICANT for the purposes of reporting to the Wyoming Business Council to help fulfill obligations of the grant agreement.

i) Financial Capacity and Assurance. Prior to commencement of construction utilizing BRC funds, DEVELOPER shall provide APPLICANT with documentation reasonably satisfactory to APPLICANT demonstrating DEVELOPER'S financial ability to satisfy its obligations under this AGREEMENT, including its matching fund obligations and responsibility for project cost overruns. Such documentation may include evidence of available financing, lending commitments, proof of funds, a letter of credit, guaranty, escrow arrangement, or other financial assurance acceptable to APPLICANT. Failure to provide such documentation shall constitute a material default under this AGREEMENT.

j) Development Commitment.

   i) DEVELOPER acknowledges that APPLICANT is seeking BRC funding based upon the public benefits represented in the grant application, including the development of approximately 158 workforce housing units and associated economic development benefits. DEVELOPER agrees to diligently pursue development of the residential project and to commence vertical construction within twenty-four (24) months after substantial completion of the public infrastructure improvements, subject to force majeure events, market conditions, and governmental approvals.

   ii) DEVELOPER shall provide periodic progress reports upon reasonable request by APPLICANT and shall cooperate with APPLICANT in satisfying all grant reporting requirements.

   iii) Nothing herein shall be construed as a guarantee that a specific number of housing units will ultimately be constructed; however, DEVELOPER acknowledges that the

residential development described in the BRC application constitutes a material inducement for APPLICANT'S participation in this project.

k) Cost Overruns.

i) DEVELOPER shall be solely responsible for all project costs exceeding available BRC funding and matching funds committed by APPLICANT under this AGREEMENT.

ii) Prior to authorization of any change order, contract amendment, or project modification reasonably anticipated to result in a funding shortfall, DEVELOPER shall provide written confirmation of its ability and willingness to fund such additional costs.

iii) APPLICANT shall have the right to suspend further project expenditures, reimbursement requests, contract awards, or construction activities if APPLICANT reasonably determines that sufficient funds are not available to complete the project.

iv) Nothing in this AGREEMENT shall be construed as creating any obligation of APPLICANT to contribute additional funds beyond its expressly stated matching contribution.

5) Special Provisions Related to this AGREEMENT

a) The Parties further agree:

i) Neither this AGREEMENT, nor any related grant documents or agreements, shall result in the imposition of any debt upon APPLICANT in contravention of any constitutional or statutory limitations or requirements concerning the indebtedness of APPLICANT; and

ii) Neither this AGREEMENT, nor any related grant documents or agreements, shall constitute a pledge of or result in the imposition of any lien, charge or encumbrance upon any tax revenues, cash reserves or other assets or revenues of APPLICANT.

b) This AGREEMENT and the duties and obligations of APPLICANT under this AGREEMENT are also subject to the contingency that the grant contemplated herein is approved by the Wyoming Business Council and the State Land and Investment Board. In the event any of the aforementioned entities fail to approve the grant under the terms acceptable to APPLICANT, this AGREEMENT shall become null and void and each party to this AGREEMENT shall thereafter be responsible for its own costs and expenses associated with the development of this AGREEMENT and the termination thereof.

c) Attorney General Opinion. The Parties acknowledge that no Attorney General opinion is presently required as a condition to the effectiveness of this AGREEMENT unless

specifically requested by the Wyoming Business Council, the State Loan and Investment Board, or another governmental entity with jurisdiction over the grant award. If such an opinion is requested, the Parties shall cooperate in providing information reasonably necessary to obtain the opinion..

d) Funding and Payment Procedure. The Parties acknowledge that project costs will be funded through a combination of BRC grant funds, APPLICANT matching funds, DEVELOPER matching funds, and any additional funding required to complete the project. APPLICANT shall act solely as fiscal agent for grant administration and reimbursement requests.

APPLICANT shall have no obligation to advance City funds, utility enterprise funds, grant funds not yet received, or any other public funds on behalf of DEVELOPER. As a condition precedent to payment of any invoice attributable to DEVELOPER'S share of project costs, APPLICANT may require payment or deposit of such amounts by DEVELOPER.

In no event shall APPLICANT be liable for any contractor, consultant, supplier, lender, or other third-party payment obligation arising from DEVELOPER'S failure to fund its required contributions.

e) **Developer Default and Termination.**

In addition to any other remedies available at law or equity, APPLICANT may suspend project activities or terminate this AGREEMENT if DEVELOPER:

i. fails to timely provide required matching funds;

ii. fails to fund project cost overruns;

iii. becomes insolvent, enters bankruptcy proceedings, or ceases business operations; or

iv. otherwise materially breaches this AGREEMENT and fails to cure such breach within ten (10) days after written notice.

Upon termination, APPLICANT shall have no obligation to continue the project or commit any additional funds.

6) General Provisions

a) Independent Contractor: It is specifically understood and agreed that the relationship of the Parties is that of independent contractors and that the officers, employees and agents of one party are not acting as officers, employees or agents of the other. No party or person representing any party hereto shall make any representation that he or she is an officer, agent or employee of any other party.

b) Acceptance Not Waiver: APPLICANT approval of the reports and work or materials furnished hereunder shall not in any way relieve any party of the responsibility for the technical accuracy of the work. APPLICANT approval or acceptance of or payment for, any of the services shall not be construed to operate as a waiver of any rights under this AGREEMENT or of any cause of action arising out of the performance of this AGREEMENT.

c) Termination: This AGREEMENT may be terminated:

   i) By any party at any time for failure of another party to comply with the material terms and conditions of this AGREEMENT, after the non-compliant party has been provided ten (10) days' notice and an opportunity to cure its non-compliance;

   ii) By mutual agreement by all Parties.

d) Entire AGREEMENT: This AGREEMENT consisting of 8 pages, represents the entire and integrated AGREEMENT and understanding between the Parties and supersedes all prior negotiations, statements, representations and agreements, whether written or oral.

e) Assignment: Neither this AGREEMENT, nor any rights or obligations hereunder shall be assigned or delegated by a party without the prior written consent of all other Parties.

f) Modification: This AGREEMENT shall be modified only by a written AGREEMENT, duly executed by all Parties hereto.

g) Invalidity: If any provision of this AGREEMENT is held invalid or unenforceable by any court of competent jurisdiction or if APPLICANT is advised of any such actual or potential invalidity or unenforceability, such holding or advice shall not invalidate or render unenforceable any other provision hereof. It is the express intent of the Parties that provisions of this AGREEMENT are fully severable.

h) Applicable Law and Venue: The Parties understand and agree this AGREEMENT shall be governed by and interpreted pursuant to the laws of the State of Wyoming without regard to its conflicts of laws principles. If any dispute arises between the parties from or concerning this AGREEMENT or the subject matter hereof, any suit or proceeding at law or in equity shall be brought in the District Court of the State of Wyoming, Seventh Judicial District, sitting at Casper, Wyoming. The foregoing provisions of this paragraph are agreed by the Parties to be a material inducement to all parties in executing this AGREEMENT. This provision is not intended, nor shall it be construed to wave APPLICANT's governmental immunity as provided in this AGREEMENT.

i) Contingencies: All Parties certify and warrant that no gratuities, kick-backs, or contingency fees were paid in connection with this AGREEMENT, nor were any fees, commissions, gifts or other considerations made contingent upon the award of this AGREEMENT.

j) Discrimination: All Parties agree they shall not discriminate against any person who performs work under the terms and conditions of this AGREEMENT because of race, color, gender, creed, handicapping condition or national origin.

k) ADA Compliance: All Parties agree they shall not discriminate against a qualified individual with disability, pursuant to a law as set forth in the Americans with Disabilities Act, P.L. 101-336,42 U.S.C. §12101, *et seq*. and/or any properly promulgated rules and regulations relating thereto.

l) Governmental/Sovereign Immunity: The Parties to this AGREEMENT do not waive their Governmental/Sovereign Immunity, as provided by any applicable law including Wyo. Stat. §§ 1-39-101 *et seq*., by entering into this AGREEMENT. Designations of venue, choice of law, enforcement actions and similar provisions should not be construed as a waiver of sovereign immunity. Any actions or claims against APPLICANT under this AGREEMENT, to the extent that the same are permissible under the terms of this Section and/or applicable law, must be brought in accordance with the requirements of the Wyoming Governmental Claims Act. Further, the other Parties fully retain all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this AGREEMENT.

m) Indemnification: To the fullest extent permitted by law, DEVELOPER shall indemnify, defend and hold APPLICANT harmless from and against any liability from injuries, damages, claims, penalties, actions, demands or expenses arising from or in connection with work performed by or on behalf of DEVELOPER for APPLICANT, except to the extent liability is caused by sole negligence or willful misconduct of APPLICANT or their employees. APPLICANT agrees to require similar indemnity obligations for all contractors, construction manager and similar participants in the construction of the Project. APPLICANT further agrees to require in construction contracts customary provisions for liability coverage and indemnity provisions for the benefit of APPLICANT and DEVELOPER which shall be commercially reasonable under the circumstances.

n) Third Parties: 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 to create such status. The rights, duties and obligations contained in this AGREEMENT shall operate only between the Parties to the AGREEMENT and shall inure solely to the benefit of the Parties to this AGREEMENT.

o) Conflict of Interest: The Parties affirm, to their knowledge, no employee of any party to this AGREEMENT has any personal beneficial interest whatsoever in this AGREEMENT

described herein. No staff member of any party, compensated either partially or wholly with funds from this AGREEMENT, shall engage in any conduct or activity which would constitute a conflict of interest relative to this AGREEMENT. Nothing in this section precludes a party to this AGREEMENT or related companies from bidding, contracting or sub-contracting on all or part of the project.

p) Force Majeure: No party hereto shall be liable to perform under this AGREEMENT if such failure arises out of causes beyond control and without the fault or negligence of said party. Such causes may include but are not restricted to act of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes and unusually severe weather. In every case, however, a failure to perform must be beyond the control and without the fault or negligence of said party.

q) Limitation on Payment: APPLICANT'S payment obligation is conditioned upon the availability of BRC funds for the payment of this obligation. If sufficient funds are not granted and available, in the fiscal judgement of APPLICANT, this AGREEMENT may be terminated by APPLICANT at the end of the period for which funds are available. No penalty shall accrue to APPLICANT in the event this provision is exercised, and APPLICANT shall not be obligated or liable for any future payments due or for any damages as a result of termination under this provision.

r) Notices: All notices required and permitted under this AGREEMENT shall be deemed to have been given, if and when deposited in the U.S Mail, properly stamped and addressed to the party for whom intended at such parties' address listed below or when delivered personally to such party. A party may change its address for notice hereunder by giving written notice to the other party. Notices shall be delivered as follows:

If to APPLICANT: Community Development Director 200 N. David St. Casper, WY 82601	With copies to: City Manager 200 N. David St. Casper, WY 82601
If to DEVELOPER: Lisa Burridge 259 S. Center, Suite 214 Casper, WY 82601	

s) Compliance with Laws: All Parties shall comply with all applicable laws, regulations and ordinances, whether Federal, State or Local.

t) Contingent Agreement: The Parties agree that this AGREEMENT is contingent upon receipt of BRC funds by APPLICANT and is intended to meet the first level of convincing evidence of development and public benefit as required by the BRC program. The Parties agree that in the event that APPLICANT does not receive BRC funds for this project from

the Wyoming Business Council, no party has any obligation under this AGREEMENT and that this AGREEMENT is void.

u) Counterpart Signature: For the convenience of the Parties, this AGREEMENT may be executed in one or more counterparts and each executed counterpart shall for all purposes be deemed an original and shall have the same force and effect as an original, all of which shall together constitute in the aggregate one and the same instrument.

The remainder of this page is intentionally left blank.

Signature Page for the City of Casper, Wyoming

APPROVED AS TO FORM

_____

CITY ATTORNEY'S OFFICE

APPLICANT

_____ _____

RAY PACHECO, MAYOR Date

ATTEST

_____

AMANDA AINSWORTH, CITY CLERK

Signature Page for the Developer

DEVELOPER

_____ _____

LISA BURRIDGE, MEMBER Date

RESOLUTION NO. 26-248

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION IN THE AMOUNT OF $15,845,349.00 TO THE WYOMING BUSINESS COUNCIL UNDER THE BUILDING RESILENT COMMUNITIES (BRC) GRANT AND LOAN PROGRAM FOR THE CONSTRUCTION OF CRITICAL PUBLIC INFRASTRUCTURE FOR A WORKFORCE HOUSING PROJECT LOCATED NEAR THE INTERSECTION OF POPLAR STREET AND WYOMING BOULEVARD.

WHEREAS, the City of Casper, as a qualified municipal sponsor, desires to submit an application to the Wyoming Business Council for an infrastructure grant for a proposed 20-acre mixed-use residential development which will provide a solution to a key barrier to growth within the City of Casper, being a lack of workforce housing; and,

WHEREAS, the Governing Body of the City of Casper desires to participate in the Building Resilient Communities Grant and Loan Program to assist in financing this project; and,

WHEREAS, the public benefit(s) of this project will be addressing a key barrier to growth by creating workforce housing, increasing revenues to the City of Casper from tap fees, permits, as well as tax revenue, improved water and sanitary sewer infrastructure in the area, and roadways constructed; and,

WHEREAS, the specific goals and measures of success of this project are approximately 158 mixed-use dwellings constructed, water and sewer lines installed, and new roadways, after 5 years following the infrastructure improvements; and,

WHEREAS, the Building Resilient Communities Grant and Loan Program requires that certain criteria be met, as described in the Wyoming Business Council's Rules governing the program, and to the best of our knowledge this application meets those criteria; and,

WHEREAS, the Governing Body of the City of Casper plans to provide a cash match as part of this Building Resilient Communities Grant Application for the proposed City of Casper from the following sources: Water fund balance, Sewer fund balance, and Streets 1% #17 in the amount of $198,066.86; and,

WHEREAS, the Governing Body of the City of Casper is working in partnership with Harmony Hills Development, LLC to provide the additional cash and in-kind match totaling $3,763,270.39; and,

WHEREAS, the Governing Body for the City of Casper has a comprehensive operation and maintenance plan including projected expenses and project income sources extending the life of the asset(s); and,

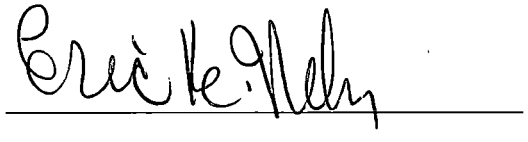
WHEREAS, in the event of any project cost overruns, the City of Casper will enter into a contingency/development agreement where the project partners will provide funding in the amount necessary to complete the project; and,

WHEREAS, the City of Casper held a public hearing on October 20, 2026, to solicit testimony from citizens, and gave full consideration to all comments received.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that a grant application in the amount of $15,845,349.00 be submitted to the Wyoming Business Council Building Resilient Communities (BRC) Program for consideration of assistance in funding the City of Casper Workforce Housing Project, and that the Mayor be authorized to sign the Development Agreement between the City of Casper and Harmony Hills Development, LLC, and Elected Official Certification as required in the grant application.

PASSED, APPROVED AND ADOPTED THIS ___day of _____, 2026.

APPROVED AS TO FORM:



ATTEST:

Amanda Ainsworth
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

September 16, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Liz Becher, Community Development Director
Justin Scott, Chief Building Official
Shawn Barrett, Deputy Building Official
Jacob Black, Fire Chief
Kevin Ross, Deputy Chief
Brad Adels, Battalion Chief

CC: Eric Nelson, City Attorney

SUBJECT: Repeal and Replacement of Title 15 – Buildings and Construction

Meeting Type & Date:
Regular Council Meeting, October 6, 2026

Action Type:
Public Hearing and First Reading of Ordinance Repealing and Replacing Title 15 – Buildings and Construction

Recommendation:
That Council, by ordinance, approve the repeal and replacement of Title 15 – Buildings and Construction.

Summary:
The City of Casper Building Inspection and Casper Fire Community Risk Reduction Divisions oversee all construction activity within the City of Casper which includes contractor licensing, building/fire code adoption and enforcement, project permitting, and building/life-safety inspections. Over the years Title 15 of the Casper Municipal Code has been amended on numerous occasions with multiple code adoptions which are required by the State of Wyoming every 3 years. These revisions have led to an unorganized out-of-date document that is often difficult to follow and has several grammatical errors. Additionally, there are several sections that are no longer applicable as they have either been replaced by newer methods/technologies or current codes have caught up to our local amendments. Industry standards, interpretations, and practices have also changed throughout the years and need to be accounted for in our local ordinances.

Because of this, the Building Inspection and Casper Fire Community Risk Reduction Divisions have developed an updated Title 15 which accounts for current code interpretations, requirements, and practices and includes updated licensing categories, contractor continuing education requirements, the deletion of outdated sections, and updated permit and plan review fee schedules.

City Staff has notified the contracting community of these proposed changes and hosted a Coffee Talk on September 1, 2026, with the contractors to step through the proposed changes and answer any questions.

Financial Considerations:
The proposed updated permit fee schedule is based off of the City of Casper's highest grossing permit fee revenue year (FY25).

Council Adopted Goals:

☐ Infrastructure
☒ Fiscal Stability
☐ Communication & Public Responsibility

Oversight/Project Responsibility:

The City of Casper Building and Casper Fire Community Risk Reduction Divisions are responsible for enforcing the City of Casper's municipal and building codes, and performing all inspections required by municipal code and the International Codes.

Attachments:

Updated Title 15 Clean Version
Updated Fee Schedule
Legal Notice Proof of Publication

September 11, 2026

COMMUNITY DEVELOPMENT BUILDING PERMIT FEE SCHEDULE:

(BUILDING, ELECTRICAL, PLUMING, AND MECHANICAL PERMITS)

PROJECT VALUATION *(SHOULD INCLUDE ALL MATERIALS AND LABOR ASSOCIATED WITH THE PERMIT TYPE)*	**PERMIT FEE** (Building, Plumbing, Mechanical, and Electrical)
$1 to $500	$60.00
$501 to $1,000	$65.00
$1,001 to $1,100	$70.00
$1,101 to $1,200	$75.00
$1,201 to $1,300	$80.00
$1,301 to $1,400	$85.00
$1,401 to $1,500	$90.00
$1,501 to $1,600	$95.00
$1,601 to $1,700	$100.00
$1,701 to $1,800	$105.00
$1,801 to $1,900	$110.00
$1,901 to $2,000	$115.00
$2,001 to $3,000	$120.00
$3,001 to $4,000	$130.00
$4,001 to $5,000	$140.00
$5,001 to $6,000	$150.00
$6,001 to $7,000	$160.00
$7,001 to $8,000	$170.00
$8,001 to $9,000	$180.00
$9,001 to $10,000	$190.00
$10,001 to $11,000	$200.00
$11,001 to $12,000	$210.00
$12,001 to $13,000	$220.00
$13,001 to $14,000	$230.00
$14,001 to $15,000	$240.00
$15,001 to $16,000	$250.00
$16,001 to $17,000	$260.00
$17,001 to $18,000	$270.00
$18,001 to $19,000	$280.00
$19,001 to $20,000	$290.00
$20,001 to $21,000	$300.00
$21,001 to $22,000	$310.00
$22,001 to $23,000	$320.00
$23,001 to $24,000	$330.00
$24,001 to $25,000	$340.00
$25,001 to $26,000	$350.00
$26,001 to $27,000	$360.00
$27,001 to $28,000	$370.00
$28,001 to $29,000	$380.00
$29,001 to $30,000	$390.00
$30,001 to $31,000	$400.00
$31,001 to $32,000	$410.00
$32,001 to $33,000	$420.00

COMMUNITY DEVELOPMENT DEPARTMENT
200 North David Street | Casper, WY 82601-1862 | Phone: (307) 235-8254 | www.casperwy.gov

CITY OF Casper WYOMING

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$33,001 to $34,000	$430.00
$34,001 to $35,000	$440.00
$35,001 to $36,000	$450.00
$36,001 to $37,000	$460.00
$37,001 to $38,000	$470.00
$38,001 to $39,000	$480.00
$39,001 to $40,000	$490.00
$40,001 to $41,000	$500.00
$41,001 to $42,000	$510.00
$42,001 to $43,000	$520.00
$43,001 to $44,000	$530.00
$44,001 to $45,000	$540.00
$45,001 to $46,000	$550.00
$46,001 to $47,000	$560.00
$47,001 to $48,000	$570.00
$48,001 to $49,000	$580.00
$49,001 to $50,000	$590.00
$50,001 to $51,000	$600.00
$51,001 to $52,000	$610.00
$52,001 to $53,000	$620.00
$53,001 to $54,000	$630.00
$54,001 to $55,000	$640.00
$55,001 to $56,000	$650.00
$56,001 to $57,000	$660.00
$57,001 to $58,000	$670.00
$58,001 to $59,000	$680.00
$59,001 to $60,000	$690.00
$60,001 to $61,000	$700.00
$61,001 to $62,000	$710.00
$62,001 to $63,000	$720.00
$63,001 to $64,000	$730.00
$64,001 to $65,000	$740.00
$65,001 to $66,000	$750.00
$66,001 to $67,000	$760.00
$67.001 to $68,000	$770.00
$68,001 to $69,000	$780.00
$69,001 to $70,000	$790.00
$70,001 to $71,000	$800.00
$71,001 to $72,000	$810.00
$72,001 to $73,000	$820.00
$73,001 to $74,000	$830.00
$74,001 to $75,000	$840.00
$75,001 to $76,000	$850.00
$76,001 to $77,000	$860.00
$77,001 to $78,000	$870.00
$78,001 to $79,000	$880.00
$79,001 to $80,000	$890.00
$80,001 to $81,000	$900.00
$81,001 to $82,000	$910.00

COMMUNITY DEVELOPMENT DEPARTMENT
200 North David Street | Casper, WY 82601-1862 | Phone: (307) 235-8254 | www.casperwy.gov

$82,001 to $83,000	$920.00
$83,001 to $84,000	$930.00
$84,001 to $85,000	$940.00
$85,001 to $86,000	$950.00
$86,001 to $87,000	$960.00
$87,001 to $88,000	$970.00
$88,001 to $89,000	$980.00
$89,001 to $90,000	$990.00
$90,001 to $91,000	$1000.00
$91,001 to $92,000	$1,010.00
$92,001 to $93,000	$1,020.00
$93,001 to $94,000	$1,030.00
$94,001 to $95,000	$1,040.00
$95,001 to $96,000	$1,050.00
$96,001 to $97,000	$1,060.00
$97,001 to $98,000	$1,070.00
$98,001 to $99,000	$1,080.00
$99,001 to $100,000	$1,090.00

- For valuations exceeding $100,000.00, the building permit fee shall be $1,090.00 for the first $100,000.00, plus $5.60 for each additional $1,000.00, or fraction thereof.
- A plan check fee of 35% of the building permit fee is assessed on ***all*** building permits for multi-family, commercial, and industrial projects whose valuations exceed $25,000.00.
- A plan check fee of 25% of the building permit fee is assessed on ***all*** residential building permits whose valuations exceed $25,000.00.
- A plan check fee of $50.00 will be assessed on all residential solar permits.
- A plan check fee of 35% of the solar permit fee will be assessed on all commercial solar permits.
- After-the-fact permits *(construction initiated before submittal, review, and approval of a complete building permit application)* shall be assessed at double the building permit fee not to exceed $750.00.
- Permit renewal fees (permits exceeding 180 days since last inspection) shall be $60 or 10% of the original permit fee, whichever is higher.

ADDITIONAL BUILDING PERMIT AND INSPECTION FEES:

PERMIT/INSPECTION TYPE	FEE AMOUNT
Residential Demolition Permit	$200.00, plus Erosion Control Permit if applicable.
Commercial Demolition Permit	$300,00, plus Erosion Control Permit if applicable.
Erosion Control Permit/Bond	Based on acreage. See Erosion Control Permit Application
Mobile Home Set Permit	$70.00
Residential Tank Style Water Heater Replacement Permit	$40.00

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Residential Furnace Replacement Permit	$40.00
Electrical Code Compliance Inspection	$75.00 Residential, $150.00 Commercial
Re-Inspection Fees *(More than 2 inspections for the same inspection)*	$75.00 per re-inspection
Permit/Code Research	$50.00/hour
Pre-permit/Occupancy Walkthrough Consult	$75.00 Residential, $150.00 Commercial

PLANNING/ENGINEERING DIVISION(S) DEVELOPMENT REVIEW FEE SCHEDULE:

APPLICATION/REVIEW TYPE	FEE AMOUNT
Preliminary Plat	$1,000.00
Final Plat/Re-Plat *(25 lots or less)*	$1,200.00
Final Plat/Re-Plat *(26 lots or more)*	$1,800.00
Minor Boundary Adjustment	$200.00
Right-of-Way Vacation	$400.00
Zone Change	$750.00
Conditional Use Permit	$600.00
Variance/Exception	$600.00
Site Plan *(up to 20,000 square feet)*	$600.00
Site Plan *(20,001 to 43,560 square feet)*	$1,200.00
Site Plan *(43,561 square feet or more)*	$2,000.00
Old Yellowstone District Architectural Design Review	FREE *(Other fees may apply i.e. plat, zone change, etc.)*
PUD Guidelines/Site Plan *(Initial Review)*	$2,300.00
PUD Amendment	$1,000.00
Annexation	$1,000.00 *(Other fees may apply i.e. plat, zone change, etc.)*
Zoning Research	$50.00/hour
City-Owned Property License/Lease Application	$250.00

- After -the-fact permits *(development initiated before submittal, review and approval of a complete application)* shall be assessed at double the initial fee.
- County Clerk Recording Fees are included in the applicable application fees.

January 2, 2026

MECHANICAL/PLUMBING LICENSE INFORMATION

***** ALL APPLICATIONS SHALL BE ACCOMPANIED BY PROPERLY COMPLETED AFFIDAVITS PROVING THE REQUIRED YEARS OF EXPERIENCE FOR THE TYPE OF LICENSE BEING APPLIED FOR. INCOMPLETE APPICATIONS WILL BE REJECTED AND RETURNED TO THE APPLICANT.*****

*****ALL APPLICANTS APPLYING FOR A LICENSE CATEGORY THAT REQUIRES TESTING SHALL SUBMIT PROOF OF SUCCESSFUL TESTING WHICH MEETS THE REQUIREMENTS OF CASPER MUNICIPAL CODE SECTION 15.11.070 AND IS APPLICABLE TO THE TYPE OF LICENSE BEING APPLIED FOR.*****

***** ALL INDIVIDUALS APPLYING FOR A CONTRACTOR'S LICENSE MUST SHOW PROOF OF CURRENT $250,000/$500,000 PERSONAL INJURY AND $250,000 PROPERTY DAMAGE LIABILITY INSURANCE AS A MINIMUM.*****

Mechanical/Plumbing Contractor Related License Classifications:

MECHANICAL CONTRACTOR authorizes the contractor to conduct, carry on or engage in the business of heating, ventilation, air conditioning, refrigeration and associated sheet metal work. Every applicant shall possess or provide proof of employment of a full-time licensed mechanical master.

MECHANICAL MASTER authorizes the contractor to do heating, venting, air conditioning, refrigeration, and associated sheet metal work. Every applicant must show a certificate of completion of a mechanical apprenticeship training program recognized by the federal government, or the equivalent of four (4) years of experience in a City of Casper licensed mechanical shop and five (5) years of experience as a journeyman or master mechanical in a City of Casper licensed mechanical shop to qualify for a Mechanical Master license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for.

MECHANICAL JOURNEYMAN authorizes the contractor to do heating, venting, air conditioning, refrigeration, and associated sheet metal work that may be required of a mechanical journeyman as an employee of a mechanical contractor. Every applicant must show a certificate of completion of mechanical apprenticeship training program recognized by the federal government, or the equivalent of four (4) years of experience in a City of Casper licensed mechanical shop to qualify for a Mechanical Journeyman license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for.

MECHANICAL APPRENTICE authorizes the contractor to do heating, venting, air conditioning, refrigeration, and associated sheet metal work that may be required of a mechanical apprentice as an employee of a mechanical contractor. A Mechanical Apprentice license shall be issued to the mechanical contractor in the name of the applicant and shall be valid only for the term of their employment with that contractor.

PLUMBING CONTRACTOR authorizes the contractor to conduct, carry on or engage in the business of any plumbing work, including the installation of steam or water boilers. Every applicant shall possess or provide proof of employment of a full-time licensed master plumber.

MASTER PLUMBER authorizes the contractor to do plumbing work that may be required of a master plumber. Every applicant must show a certificate of completion of a plumbing apprenticeship training program recognized by the federal government, or the equivalent of four (4) years of experience in a City

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of Casper licensed plumbing shop and five (5) years of experience as a journeyman or master plumber in a City of Casper licensed plumbing shop to qualify for a Master Plumber license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for.

JOURNEYMAN PLUMBER authorizes the contractor to do plumbing work that may be required of a journeyman plumber as an employee of a plumbing contractor. Every applicant must show a certificate of completion of plumbing apprenticeship training program recognized by the federal government, or the equivalent of four (4) years of experience in a City of Casper licensed plumbing shop to qualify for a Journeyman Plumber license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for.

APPRENTICE PLUMBER authorizes the contractor to do plumbing work that may be required of an apprentice plumber as an employee of a plumbing contractor. An Apprentice Plumber license shall be issued to the plumbing contractor in the name of the applicant and shall be valid only for the term of their employment with that contractor.

GAS UTILITY CONTRACTOR authorizes the contractor to conduct, carry on or engage in the business of installation and service of gas piping, from the building out, and appliances, except for water heaters and boilers as defined by the International Mechanical and Fuel Gas Codes, latest editions. Every applicant shall possess or provide proof of employment of a full-time licensed gas utility installer or master plumber.

GAS UTILITY INSTALLER authorizes the contractor to install gas piping, from the building out, and do installation of gas appliances, except for water heaters and boilers, as defined by the International Mechanical and Fuel Gas Codes, latest editions as an employee of a plumbing or gas utility contractor.

SANITARY SEWER CLEANING CONTRACTOR authorizes the contractor to conduct, carry on or engage in the business of cleaning sanitary sewers or drain lines, sludge pits, and sand traps. Every applicant must show a minimum of one (1) year of experience in the sanitary sewer cleaning trade to qualify for a Sanitary Sewer Cleaning Contractor license.

UTILITY CONTRACTOR authorizes the contractor to conduct, carry on or engage in the business of repairing or installing sewer and water lines from the building out. Every applicant shall possess or provide proof of employment of a full-time licensed utility installer.

UTILITY INSTALLER authorizes the contractor to repair and install sewer and water lines from the building out. Every applicant must show a minimum of one (1) year of experience in the utility trade to qualify for a Utility Installer license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for. *****A City of Casper provided in-house exam is offered for the Utility Installer license classification.*****

WATER CONDITIONING CONTRACTOR authorizes the contractor to conduct, carry on or engage in the business of installing water condition and softening systems. Every applicant must show a minimum of one (1) year of experience in the water conditioning trade to qualify for a Water Conditioning Contractor license.

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Mechanical/Plumbing Department Approved Testing:

MECHANICAL MASTER: International Code Council (I.C.C.) G29-N or equivalent.
MECHANICAL JOURNEYMAN: International Code Council (I.C.C.) G31-N, G29-N, or equivalent.
MASTER PLUMBER: International Code Council (I.C.C.) G27-N or equivalent.
JOURNEYMAN PLUMBER: International Code Council (I.C.C.) G27-N, G28-N, or equivalent.
UTILITY INSTALLER: International Code Council (I.C.C.) G27-N, G28-N, or equivalent. A City of Casper provided in-house exam is also offered for this classification.

Mechanical/Plumbing License Classification Fees:

CLASSIFICATION	NEW LICENSE	RENEWAL
MECHANICAL/PLUMBING CONTRACTOR[1]	$300.00	$150.00
MECHANICAL/PLUMBING MASTER[2]	$75.00	$37.50
MECHANICAL/PLUMBING JOURNEYMAN[2]	$25.00	$15.00
MECHANICAL/PLUMBING APPRENTICE	$10.00	$5.00
GAS UTILITY CONTRACTOR[1]	$150.00	$75.00
GAS UTILITY INSTALLER	$25.00	$15.00
SANITARY SEWER CLEANING CONTRACTOR[1]	$150.00	$75.00
UTILITY CONTRACTOR[1]	$150.00	$75.00
UTILITY INSTALLER[2]	$25.00	$15.00
WATER CONDITIONING CONTRACTOR[1]	$150.00	$75.00

1. ***Indicates license categories which require proof of insurance.***
2. ***Indicates license categories which require proof of testing and/or certification.***

COMMUNITY DEVELOPMENT DEPARTMENT
200 North David Street | Casper, WY 82601-1862 | Phone: (307) 235-8254 | www.casperwy.gov

January 2, 2026

CITY OF Casper WYOMING

Mechanical/Plumbing "Contractor" Classification Minimum Insurance Requirements:

Public liability/personal injury or death of one person from one incident.	$250,000.00
Personal injury or death of all persons from one incident.	$500,000.00
Property damage from one incident.	$250,000.00

COMMUNITY DEVELOPMENT DEPARTMENT
200 North David Street | Casper, WY 82601-1862 | Phone: (307) 235-8254 | www.casperwy.gov

February 26, 2026

GENERAL/SUB CONTRACTOR LICENSE INFORMATION

***** ALL APPLICATIONS SHALL BE ACCOMPANIED BY PROPERLY COMPLETED AFFIDAVITS PROVING THE REQUIRED YEARS OF EXPERIENCE FOR THE TYPE OF LICENSE BEING APPLIED FOR. INCOMPLETE APPICATIONS WILL BE REJECTED AND RETURNED TO THE APPLICANT.*****

*****ALL APPLICANTS APPLYING FOR A LICENSE CATEGORY THAT REQUIRES TESTING SHALL SUBMIT PROOF OF SUCCESSFUL TESTING WHICH MEETS THE REQUIREMENTS OF CASPER MUNICIPAL CODE SECTION 15.11.070 AND IS APPLICABLE TO THE TYPE OF LICENSE BEING APPLIED FOR.*****

***** ALL INDIVIDUALS APPLYING FOR A CONTRACTOR'S LICENSE MUST SHOW PROOF OF CURRENT $250,000/$500,000 PERSONAL INJURY AND $250,000 PROPERTY DAMAGE LIABILITY INSURANCE AS A MINIMUM.*****

*****HIGHLITED CLASSIFICATIONS AREN'T AVAILABLE AT THIS TIME.*****

General/Sub Contractor Related License Classifications:

CLASS I authorizes the contractor to construct, repair, or alter any structure. Every applicant must show a minimum of eight (8) years of experience in both residential and commercial aspects of construction to qualify for a Class I general contractor's license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for.

CLASS IIA authorizes construction, alteration or repair of all residential and commercial structures up to twelve thousand (12,000) square feet of total area within the building footprint. Every applicant must show a minimum of six (6) years of experience in both residential and commercial aspects of construction to qualify for a Class IIA general contractor's license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for.

CLASS IIB authorizes construction, alteration or repair of residential structures up to and including apartment buildings up to four (4) dwelling units. Every applicant must show a minimum of six (6) years of experience in residential construction to qualify for a Class IIB general contractor's license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for.

CLASS III authorizes the contractor to repair, remodel, or alter single-family residences up to twenty five (25) percent of the total square footage of the residence. Every applicant must show a minimum of four (4) years of experience in residential construction to qualify for a Class III general contractor's license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for.

CLASS IV authorizes maintenance and repair of residential and commercial buildings consisting of the following:

1. Building Components:
    a. Drywall patching and repair which does not consist of the opening up of entire wall sections.
    b. Roofing shingle repair which does not exceed one (1) percent of the existing roof area.

c. Window/door removal and replacement that does not require structural alteration to the structure.
d. Deck repair, excluding structural components.
e. Interior finish work excluded from permit requirements identified in the most currently adopted version of the International Residential Code.
f. Retaining walls six (6) feet in height or less.
g. Fences eight (8) feet in height or less.
h. Accessory buildings under two hundred (200) square feet in floor area

2. Plumbing Components:
   a. Repair of p-traps and drain piping contained within the cabinet area of the fixture.
   b. Removal/replacement of toilets and flanges.
   c. Exterior sprinkler systems from the vacuum breaker through the sprinkler system.
   d. Dishwasher installation, removal, and replacement.
3. Mechanical Components:
   a. Removal of grills, registers, and diffusers that do not require the alteration of existing ductwork.
4. Electrical Components:
   a. Changing of lighting elements within existing fixtures.
   b. Installation of decorative lighting.

Every applicant must show a minimum of two (2) years of experience in building, plumbing, mechanical, and/or electrical maintenance components to qualify for a Class IV general contractor's license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for. ***A City of Casper provided in-house exam is offered for the Class IV license classification.***

CONCRETE CONTRACTOR, FLATWORK authorizes the contractor to conduct, carry on or engage in the business of concrete construction involving flatwork such as driveways, sidewalks, slabs, and monolithic slabs. Every applicant must show a minimum of one (1) year of experience in concrete flatwork construction to qualify for a Concrete Contractor, Flatwork license. Applicants shall provide proof of successful testing which is applicable to the license category being applied for.

CONCRETE CONTRACTOR, GENERAL authorizes the contractor to conduct, carry on or engage in the business of concrete construction to include all flatwork, foundations, structural concrete, and retaining walls. Every applicant must show a minimum of three (3) years of experience in areas associated with general concrete construction to qualify for a Concrete Contractor, General license. Applicants shall provide proof of successful testing which is applicable to the license category being applied for.

DEMOLITION CONTRACTOR authorizes the contractor to demolish and remove any structure or building. Every applicant must show a minimum of one (1) year of experience in the demolition trade to qualify for a Demolition contractor's license.

DRYWALL CONTRACTOR authorizes the contractor to sub-contract under a Class I, Class IIA, Class IIB, or Class III general contractor to carry on or engage in the business of drywall construction to include the installation, alteration, or repair of drywall and drywall related components in residential and

commercial buildings. Every applicant must show a minimum of one (1) year of experience in the drywall trade to qualify for a Drywall Contractor license.

FRAMING CONTRACTOR authorizes the contractor to sub-contract under a Class I, Class IIA, Class IIB, or Class III general contractor to carry on or engage in the business of construction, alteration, repair, or addition of any structural or nonstructural framing component(s) of residential and commercial buildings. Every applicant must show a minimum of one (1) year of experience in the framing trade to qualify for a Framing Contractor license. Applicants shall provide proof of successful testing which is applicable to the license category being applied for.

INSULATION CONTRACTOR authorizes the contractor to sub-contract under a Class I, Class IIA, Class IIB, or Class III general contractor to carry on or engage in the business of insulation construction to include batt, spray foam, blow-in, or any other form of insulation material and/or method in residential and commercial buildings. Every applicant must show a minimum of one (1) year of experience in the insulation trade to qualify for a Insulation Contractor license. Applicants shall provide proof of successful testing which is applicable to the license category being applied for.

MOBILE HOME CONTRACTOR authorizes the contractor to contract for the installation of mobile homes and the related exterior work of plumbing connections, blocking, skirting, and all other above ground requirements. Applicants shall possess or provide proof of full-time employment of a mobile home installer license to qualify for a Mobile Home Contractor license.

MOBILE HOME INSTALLER authorizes the contractor to do plumbing, blocking, leveling, and skirting work related to the outside of a mobile home. Every applicant must show a minimum of one (1) year of experience in the mobile home installation trade to qualify for a Mobile Home Installer license. Applicants shall provide proof of successful testing which is applicable to the license category being applied for. ***A City of Casper provided in-house exam is offered for the Mobile Home Installer license classification.***

ROOFING CONTRACTOR authorizes the contractor to install, repair, or construct roofs and associated roofing materials. Every applicant must show a minimum of one (1) year of experience in the roofing trade to qualify for a Roofing contractor's license. Applicants shall also provide proof of successful testing which is applicable to the license category being applied for.

General Contractor Department Approved Testing:

CLASS I: International Code Council (I.C.C.) G12-N or equivalent.
CLASS IIA: International Code Council (I.C.C.) G11-N, G12-N, or equivalent.
CLASS IIB: International Code Council (I.C.C.) G11-N, G12-N, G13-N or equivalent.
CLASS III: International Code Council (I.C.C.) F46-N, G11-N, G12-N, G13, or equivalent.
CLASS IV: International Code Council (I.C.C.) F46-N, G11-N, G12-N, G13-N, or equivalent. A City of Casper provided in-house exam is also offered for this classification.
CONCRETE CONTRACTOR, FLATWORK: American Concrete Institution (A.C.I.) Concrete Flatwork Associate Certification or equivalent.
CONCRETE CONTRACTOR, GENERAL: American Concrete Institution (A.C.I.) Fundamentals of Concrete Construction Certification or equivalent.
FRAMING CONTRACTOR: International Code Council (I.C.C.) F46-N, G11-N, G12-N, G13-N or equivalent.

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INSULATION CONTRACTOR: International Code Council (I.C.C.) G11-N, G12-N, G13-N or equivalent, Air Leakage Control Installer (A.L.C.) or High Performance Installation Professional (H.P.I.P.) approved certification(s).

MOBILE HOME INSTALLER: International Code Council (I.C.C.) G11-N, G12-N, G13-N, or equivalent. A City of Casper provided in-house exam is also offered for this classification.

ROOFING CONTRACTOR: International Code Council (I.C.C.) G14-N, G15-N, or equivalent.

General Contractor License Classification Fees:

CLASSIFICATION	NEW LICENSE	RENEWAL
CLASS I[1,2]	$300.00	$75.00
CLASS IIA[1,2]	$150.00	$75.00
CLASS IIB[1,2]	$150.00	$75.00
CLASS III[1,2]	$150.00	$75.00
CLASS IV[1,2]	$150.00	$75.00
CONCRETE CONTRACTOR, FLATWORK[1,2,3]	$125.00	$62.50
CONCRETE CONTRACTOR, GENERAL[1,2,3]	$150.00	$75.00
DEMOLITION CONTRACTOR[1,2,3]	$150.00	$75.00
DRYWALL CONTRACTOR[3]	$125.00	$62.50
FRAMING CONTRACTOR[2,3]	$150.00	$75.00
INSULATION CONTRACTOR[2,3]	$150.00	$75.00
MOBILE HOME CONTRACTOR[1]	$150.00	$75.00
MOBILE HOME INSTALLER[2]	$15.00	$15.00
ROOFING CONTRACTOR[1,2]	$150.00	$75.00

1. ***Indicates license categories which require proof of insurance.***
2. ***Indicates license categories which require proof of testing and/or certification.***
3. ***HIGHLITED CLASSIFICATIONS AREN'T AVILABLE AT THIS TIME.***

February 26, 2026

CITY OF Casper WYOMING

General Contractor Minimum Insurance Requirements:

Public liability/personal injury or death of one person from one incident.	$250,000.00
Personal injury or death of all persons from one incident.	$500,000.00
Property damage from one incident.	$250,000.00

COMMUNITY DEVELOPMENT DEPARTMENT
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January 2, 2026

ELECTRICAL CONTRACTOR LICENSE INFORMATION

***** ALL APPLICATIONS SHALL BE ACCOMPANIED BY PROOF OF A VALID STATE OF WYOMING ELECTRICAL LICENSEING BOARD ISSUED LICENSE WHICH IS APPLICABLE TO THE CLASSIFICATION OF LICENSE BEING APPLIED FOR.*****

***** ALL INDIVIDUALS APPLYING FOR A CONTRACTOR'S LICENSE MUST SHOW PROOF OF CURRENT $250,000/$500,000 PERSONAL INJURY AND $250,000 PROPERTY DAMAGE LIABILITY INSURANCE AS A MINIMUM.*****

*****HIGHLITED CLASSIFICATIONS AREN'T AVAILABLE AT THIS TIME.*****

Electrical Related License Classifications:

ELECTRICAL CONTRACTOR authorizes the contractor to contract for the installation of any electrical wiring within the city limits. Every applicant shall possess or provide proof of employment of a full-time licensed master electrician.

MASTER ELECTRICIAN authorizes the contractor to do any electrical wiring that may be required of a master electrician. Every applicant must show proof of a valid master electrician's license issued by the State of Wyoming Electrical Licensing Board to qualify for a Master Electrician license.

JOURNEYMAN ELECTRICIAN authorizes the contractor to do any electrical wiring that may be required of a journeyman electrician. Every applicant must show proof of a valid journeyman electrician's license issued by the State of Wyoming Electrical Licensing Board to qualify for a Journeyman Electrician license.

APPRENTICE ELECTRICIAN authorizes the contractor to assist master or journeyman electricians. Every applicant shall be registered under the state and city.

CELLULAR COMMUNICATIONS CONTRACTOR authorizes the contractor to conduct, carry on or engage in the business of cellular communications withing the city limits. Every applicant shall possess or provide proof of employment of a full-time State of Wyoming and City of Casper licensed Master Electrician.

LOW-VOLTAGE ELECTRICAL TECHNICIAN LICENSE authorizes the contractor to contract for the installation of limited electrical wiring (as defined by Casper Municipal Code Section 15.28.020) within the city limits. Every applicant must show proof of a valid low-voltage electrical technician license issued by the State of Wyoming Electrical Licensing Board to qualify for a Low-voltage Electrical Technician license.

January 2, 2026

CITY OF Casper WYOMING

Electrical License Classification Fees:

CLASSIFICATION	NEW LICENSE	RENEWAL
ELECTRICAL CONTRACTOR[1,2]	$300.00	$150.00
MASTER ELECTRICIAN[2]	$75.00	$37.50
JOURNEYMAN ELECTRICIAN[2]	$25.00	$15.00
APPRENTICE ELECTRICIAN[2]	$10.00	$5.00
CELLULAR COMMUNICATIONS CONTRACTOR[1,2]	$150.00	$75.00
LOW-VOLTAGE ELECTRICAL TECHNICIAN[1,2]	$150.00	$75.00

1. ***Indicates license categories which require proof of insurance.***
2. ***Indicates license categories which require proof of testing and/or license.***
3. ***HIGHLITED CLASSIFICATIONS AREN'T AVAILABLE AT THIS TIME.***

Electrical "Contractor" Classification Minimum Insurance Requirements:

Public liability/personal injury or death of one person from one incident.	$250,000.00
Personal injury or death of all persons from one incident.	$500,000.00
Property damage from one incident.	$250,000.00

Casper Star Tribune

AFFIDAVIT OF PUBLICATION

See Proof on Next Page

Justin Scott
City of Casper
200 N David St

State of New Jersey, County of Camden, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC and duly authorized agent of Casper Star-Tribune, a division of Lee Publications, Inc. A newspaper published in CASPER NATRONA COUNTY, WYOMING, who declares that the attached Notice was published in said newspaper on the following dates

PUBLICATION DATES:
Sep. 24, 2026

NOTICE ID: KOUTD7BpMZtcJ4ZaKDP6
PUBLISHER ID: COL-WY-3901
NOTICE NAME: Title 15 - Buildings and Construction
TOTAL AD COST: $116.29
FILED ON: Sep. 17, 2026

Anjana Bhadoriya

(Signed)_____

SHARONN E THOMAS-POPE
NOTARY PUBLIC
STATE OF NEW JERSEY
My Commission Expires January 23, 2027

VERIFICATION

State of New Jersey
County of Camden

Subscribed in my presence and sworn to before me on this: 09/28/2026

_____
Notary Public
Notarized remotely online using communication technology via Proof.

Public Hearing and First Reading for the Repeal and Replacement of Title 15
LEGAL NOTICE

The City Council of the City of Casper will hold their regularly scheduled meeting Tuesday, October 6, 2026, at 6:00 p.m. at City Hall located at 200 N. David St. The following Public Hearing for the repeal and replacement of Title 15 will be considered:

The City of Casper Building Inspection and Casper Fire Community Risk Reduction Divisions oversee all construction activity within the City of Casper which includes contractor licensing, building/fire code adoption and enforcement, project permitting, and building/life-safety inspections. Over the years Title 15 of the Casper Municipal Code has been amended on numerous occasions with multiple code adoptions which are required by the State of Wyoming every 3 years. These revisions have led to an unorganized out-of-date document that is often difficult to follow and has several grammatical errors. Additionally, there are several sections that are no longer applicable as they have either been replaced by newer methods/technologies or current codes have caught up to our local amendments. Industry standards, interpretations, and practices have also changed throughout the years and need to be accounted for in our local ordinances.

Because of this, the Building Inspection and Casper Fire Community Risk Reduction Divisions have developed an updated Title 15 which accounts for current code interpretations, requirements, and practices and includes updated licensing categories, contractor continuing education requirements, the deletion of outdated sections, and updated permit and plan review fee schedules.
Published: September 24, 2026
Legal No: COL-WY-3901

This redline version of this ordinance is substantively the same as the draft that was previously provided in cleaner format.

ORDINANCE NO.

AN ORDINANCE REPEALING AND REPLACING TITLE 15 OF THE CASPER MUNICIPAL CODE TO UPDATE BUILDING AND CONSTRUCTION REGULATIONS; ADOPTING CURRENT MODEL CODES AND LOCAL AMENDMENTS.

WHEREAS, pursuant to Wyo. Stat. § 15-1-103(a)(xiii) and (xli), the Governing Body of the City of Casper is authorized to enact ordinances necessary to protect the public health, safety, and welfare and to exercise its municipal powers; and,

WHEREAS, the City has adopted building and construction regulations codified in Title 15 of the Casper Municipal Code; and,

WHEREAS, the International Code Council and National Fire Protection Association periodically publish updated model codes reflecting advances in construction practices, technology, and life-safety standards; and,

WHEREAS, the City has reviewed Title 15 and determined that revisions are necessary to clarify provisions, improve organization and administration, update code references, and align local regulations with current nationally recognized construction standards; and,

WHEREAS, the City further finds that certain local amendments are necessary to address community-specific construction practices, infrastructure, and enforcement needs; and,

WHEREAS, the Governing Body of the City of Casper finds that adoption of the revised Title 15 will promote consistent code administration and advance the public health, safety, and welfare of the citizens of Casper.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that Title 15 of the Casper Municipal Code is hereby repealed and replaced and shall be codified as set forth below:

Title 15 BUILDINGS AND CONSTRUCTION

Chapter 15.01 INTERNATIONAL BUILDING CODE[1]

15.01.010 Short title.

The code adopted by the ordinance from which this chapter is derived shall be known as the building code of the city.

(Ord. No. 17-24, 8-20-2024)

15.01.020 Document adopted by reference—Applicability.

There is adopted by the city for the purpose of prescribing regulations for minimum standards, to safeguard life, health, property and public welfare that certain suggested code known as the International Building Code, 2024 Edition, and except such portions as are hereinafter modified, deleted or amended by this chapter, not less than three copies of which have been and are now filed in the office of the community development director, and the same are adopted and incorporated as fully as if set out at length herein and from the date on which the ordinance from which this chapter is derived shall take effect the provisions thereof shall be controlling within the limits of the city.

(Ord. No. 17-24, 8-20-2024)

15.01.030 Building permit issuance.

A. No building permits shall be issued for a building on any unplatted property in the city except upon written application with complete plans showing in detail all proper approaches to streets, alleys and upon deeding such streets and alleys and approaches to the city, and, after acceptance of streets and alleys and approaches, by vote of the city council.

B. No building permit will be issued except when a site plan has been submitted and approved in accordance with requirements of Title 17, zoning, of this code; except that, in lieu of site plan approval, the city engineer may, upon written request of the applicant, waiving the site plan requirement based on a determination by the city engineer that all necessary site improvements are existing and will not be altered by the proposed construction. Consideration of site improvements will include drainage control, traffic control, driveways, curb and gutter, sidewalks and street features. In the event a site plan is not required, the city engineer will issue a letter waving the site plan requirement.

C. Financial surety must be provided for any off-site improvements, on-site drainage improvements and other improvements required in accordance with the approved site plan

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[1]Ord. No. 17-24, adopted Aug. 20, 2024, repealed the former Ch. 15.04, §§ 15.04.010—15.04.150, and enacted a new Ch. 15.04 as set out herein. The former Ch. 15.04 pertained to similar subject matter and derived from Ord 17-95 § 1 (part), adopted 1995; Ord. 7-98 § 1 (part), adopted 1998; Ord. 18-00 § 1, adopted 2000; Ord. 14-04 §§ 1—14, adopted 2004; Ord. 26-07 § 1 (part), adopted 2007; Ord. No. 28-15, §§ 4, 6, adopted Nov. 17, 2015; Ord. No. 12-20, § 2, adopted June 16, 2020.

provided under subsection B of this section. Financial surety shall be as required under Section 16.28.070, financial surety. No building permit may be issued prior to receipt by the city of any required financial surety.

(Ord. No. 17-24, 8-20-2024)

15.01.040 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any building or building element not exempted by the 2024 International Building Code Section 105.2 in a building or premises without first obtaining a permit to do such work from the Code Official.

B. A separate permit shall be obtained for each building or structure.

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

E. Owners of commercial buildings may do minor maintenance and repair such as work that is exempt from requiring a permit as identified by the International Building Code Section 105.2. Owners shall not be permitted to perform work requiring a permit, structural, plumbing, mechanical, fuel gas, fire protection, or electrical work which shall require a properly licensed contractor and sub-contractors.

F. Owners of commercial buildings may act as the construction manager for new construction, additions, remodels, major repair, and other types of work that are not minor in nature. Owners/construction managers are required to have licensed contractors who are licensed in the field in which they are working.

15.01.050 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred eighty days. Before such work can be re-commenced, a new permit shall be first obtained.

15.01.060 Fees—Building permit and inspection fees.

Fees shall be established by resolution of the city council of the city of Casper, Wyoming.

(Ord. No. 17-24, 8-20-2024)

15.01.070 Signature of registered engineer or architect required.

No building permit will be issued or plan review undertaken for a building or structure or addition thereto that provides for the employment, housing, or assembly of fifty (50) or more persons, or covers more than five thousand (5,000) square feet of floor area, including basement, if any, intended for use by the general public, unless the plans and specifications for all aspects of the proposed construction for such building or structure bear the signature of a registered engineer or architect licensed by the state of Wyoming to practice as such.

(Ord. No. 17-24, 8-20-2024)

15.01.080 Amendments and changes to the International Building Code.

The International Building Code, 2024 Edition, is amended and changed in the following respects, as set out in Sections 15.01.030 through 15.01.190.

(Ord. No. 17-24, 8-20-2024)

15.01.090 Section 103.2 amended—Appointment of building official.

Section 103.2 is amended to read as follows:

Section 103.2 Building Official General—The City Manager, or his duly authorized representative is hereby authorized and directed to enforce all of the provisions of this code.

Where used in this code, the term building official shall be defined as in this amended section.

(Ord. No. 17-24, 8-20-2024)

15.01.100 Section 116—Unsafe Structures and Equipment.

Section 116, which shall not apply to owner occupied residential structures, is amended to read:

Section 116 Structures unsafe for human occupancy.

A. Unsafe Structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because the structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

B. Conditions. Structures or existing equipment that are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress, inadequate light, ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that

involve illegal or improper occupancy or hazardous maintenance as defined herein, shall be deemed unsafe. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary and as provided for in this section.

1. Inadequate means of egress. Means a safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code. Locked doors shall be able to be readily opened from the side from which egress is to be made without the use of keys, special knowledge or effort, except where permitted by the International Building Code. Emergency escape openings shall be maintained in accordance with the code in effect at the time of construction.
2. Multi-Family Egress Lighting. Every common hall and stairway in residential multifamily occupancies shall be lighted at all times. Interior and exterior means of egress, stairways shall be illuminated at all times with not less than 1-foot candle at floors, landings and treads.
3. Ventilation. Every habitable space shall be ventilated by natural or mechanical means. Natural ventilation means each habitable space shall have not less than one operable window. Mechanical ventilation requires supply and return or exhaust air be provided by approved equipment and produce equal amounts of supply and return or exhaust air. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.
4. Fire Hazard—Multi-family dwellings and rental units. The required fire resistant-rated construction, including walls, fire stops, shaft enclosures, partitions, smoke barriers, floors, ceilings and sprayed fire resistant materials shall be maintained to limit the spread of fire and smoke. Existing Fire protection systems shall be inspected and maintained. Smoke alarms shall be installed and maintained in institutional and residential dwellings where required. Carbon Monoxide alarms shall be installed and maintained when applicable.
5. Heating Facilities. Dwellings shall be provided with an approved heating appliance such as a furnace or boiler capable of maintaining a room temperature of sixty-eight degrees Fahrenheit in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances shall not be used, nor shall portable unvented fuel burning space heaters be used, as a means to provide required heating. Electrical space heaters are allowed for supplemental heat only.

   Exception: Fuel burning space heaters shall be allowed for emergency use only, until repairs are complete on the required approved heating appliance.
6. Electrical System Hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacles and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.
7. Water system. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry

facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code.

8. Sanitary Drainage. Plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage septic system. Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects. Prohibited: Sanitary waste shall not be collected, stored or disposed of on any property other than as referenced herein.

9. A vacant structure that is not secured against entry shall be deemed unsafe.

C. Structures unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by ordinance or code, or because the location of the structure or the facility or equipment within the structure constitutes a hazard to the occupants of the structure or to the public.

D. Unlawful Structure. An unlawful structure is one found whole or in part to be occupied by more persons than permitted by code, or was erected, altered or occupied contrary to law.

E. Unlawful Activity. It shall be unlawful for any person, firm, or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy, or maintain any building or structure in the city, or cause or permit the same to be done, in violation of this code.

(Ord. No. 17-24, 8-20-2024)

15.01.110 Section 105.3—Paragraph 8 added—Application requirements.

Add new Paragraph 8 to Section 105.3.3 to read as follows:

8. Said application shall be accompanied by a letter from the Public Utilities Manager of the City certifying to the building official the availability of water and sewer service for said land.

(Ord. No. 17-24, 8-20-2024)

15.01.120 Section 111.1 amended—Certificate of occupancy.

Section 111.1 is amended to read as follows:

Section 111.1 Use or Occupancy—No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a Certificate of Occupancy therefor as provided herein, and providing that all off-site improvements required by the subdivision code have been completed.

15.01.130 Section 202 amended—Definitions.

Section 202 amended to add definitions as follows:

Authorized Agent. Any person who is legally authorized in writing through an affidavit or power of attorney to conduct, carry on, or engage in construction activities including the plan review, permitting, and construction phases associated with a designated property.

Collateral Damage. Any slotting of drywall, removal of finish, or destruction of existing surfaces required for the installation of electrical wiring associated with hardwired smoke and/or carbon monoxide detectors.

15.01.140 Section 903.3 amended—Automatic sprinkler system.

Section 903.3 is amended to add paragraph 903.1.2 which shall read as follows:

An automatic fire sprinkler system shall be installed when the fire flow requirements exceed 2500 gallons per minute, as determined by Appendix B, International Fire Code, 2024 Edition.

(Ord. No. 17-24, 8-20-2024)

15.01.150 Section 907.2.11.6 amended – Power Source.

Section 907.2.11. is amended to read as follows:

Section 907.2.11. Power source – In new construction, alteration, repair or remodels, required smoke alarms shall receive their primary power from the building wiring where such wiring is served from a commercial source and shall be equipped with a battery backup. Smoke alarms with integral strobes that are not equipped with battery backup shall be connected to an emergency electrical system in accordance with Section 2702. Smoke alarms that emit a signal when the batteries are low. Wiring shall be permanent and without a disconnecting switch other than as required for overcurrent protection.

Section 907.2.11.6 Exception 2 added to read as follows:

Smoke alarms installed in accordance with Section 907.2.11.2 shall be permitted to be battery powered
where it is technically infeasible to fish electrical wire or where collateral damage will be caused by the installation of hardwired and interconnected smoke alarms as determined by the Electrical or Building Inspector.

15.01.160 Chapter 13 Amended—Energy efficiency.

Amend Section 1301.1.1, Criteria, to read as follows:

Buildings shall be designed and constructed in accordance with the International Energy Conservation Code and shall apply to the building thermal envelope only.

Paragraph 1301.1.2 is added to Section 1301 to read as follows:

A Comcheck Compliance Report using the 2024 Edition of the International Energy Conservation Code shall be submitted with the proposed building plans for the building envelope only at the time of application for review and comment. The Comcheck Compliance Report will be required for all occupancies within the 2024 International Building Code, except for S-1, S-2, F-1, F-2 and U occupancies.

(Ord. No. 17-24, 8-20-2024)

15.01.170 Section 1512.3—Roof recover.

Amend Section 1512.3, Roof recover, and add subparagraph 5, to read as follows:

1512.3 Asphalt Shingle Application. Not more than one overlay of asphalt shingles shall be applied over an existing asphalt shingle roof.

(Ord. No. 17-24, 8-20-2024)

15.01.180 Section 2504.1.3—Vertical and horizontal assemblies.

Section 2504.1.3, vertical and horizontal assemblies, is created to read as follows:

Section 2504.1.3 All single ply gypsum wall board installed on ceilings with 24" spacing of framing members shall be a minimum of 5/8" thickness.

(Ord. No. 17-24, 8-20-2024)

15.01.190 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every such day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this code.

(Ord. No. 17-24, 8-20-2024)

Chapter 15.02 INTERNATIONAL RESIDENTIAL CODE

15.02.010 Short title.

The code adopted by the ordinance from which this chapter is derived shall be known as the residential one and two family dwelling building code of the city.

(Ord. No. 17-24, 8-20-2024)

15.02.020 Document adopted by reference—Applicability.

There is hereby adopted by the city for the purpose of prescribing regulations for minimum standards, to safeguard life, health, property and public welfare that certain suggested code known as the 2024 International Residential Code for one and two family dwellings, and the whole thereof including Appendices BA, BB, and BC, with the exception of Part V, titled Mechanical, more specifically Chapters 12 through 23; Part VI, titled Fuel Gas, more specifically Chapter 24; Part VII, titled Plumbing; more specifically Chapters 25 through 33; Part VIII, titled Electrical, more specifically Chapters 34 through 43, which are hereby repealed; and, except such portions as are hereinafter modified, repealed or amended by this chapter, not less than three copies which have been and are now filed within the office of the community development director, and the same are adopted and incorporated as fully as if set at length herein and from the date on which the ordinance from which this chapter is derived shall take effect the provisions thereof shall be the controlling within the limits of the city.

(Ord. No. 17-24, 8-20-2024)

15.02.030 Amendments and changes to the International Residential Code.

The International Residential Code for one and two family dwellings, 2024 Edition, is amended in the following respects, as set out in sections 15.02.120 through 15.02.230.

(Ord. No. 17-24, 8-20-2024)

15.02.040 Building permit issuance.

No building permit shall be issued for a building on any unplatted property in the city except upon written application with complete plans showing in detail all proper approaches to street, alleys, and upon deeding such streets and alleys and approaches to the city, and after acceptance of streets, alleys and approaches, by vote of the city council.

(Ord. No. 17-24, 8-20-2024)

15.02.050 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any building or building element not exempted by the 2024 International Residential Code Section R105.2 in a building or premises without first obtaining a permit to do such work from the Code Official.

B. A separate permit shall be obtained for each building or structure.

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

E. Owners of commercial (rental) one- and two-family dwellings may do minor maintenance and repair, such as performing work that is exempt from a building permit, as identified in the 2024 International Residential Code Section R105.2. Owners shall not be permitted to perform work requiring a permit, structural, plumbing, mechanical, fuel gas, and electrical.

F. Owners of commercial (rental) one- and two-family dwellings may act as the construction manager for new construction, additions, remodels, major repair, and other types of work that are not minor in nature. Owners/construction managers are required to have licensed contractors who are licensed in the field in which they are working.

15.02.060 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred eighty days. Before such work can be recommenced, a new permit shall be first obtained.

15.02.070 To whom permits may be issued.

A. No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid contractor's license as required by Chapter 15.11, Casper Municipal Code for the type of work to be done, unless otherwise hereinafter provided in this section.

B. Any permit required by this Code may be issued to any person to do any work regulated by this Code in a single-family dwelling used exclusively for his living purposes, including the usual accessory buildings in connection with such building in the event that such person is the bona fide owner of any such dwelling and accessory buildings, and not for immediate resale, and that said owner shall purchase all material and shall personally perform all labor in connection therewith.

15.02.080 Application for permit.

A. Any person legally entitled to apply for and receive a permit shall make such application on forms provided for that purpose. The applicant shall give a description of the character of the work proposed to be done, and the location, ownership, occupancy, and use of the premises

in connection therewith. The Code Official may require plans, specifications, or drawings, and such other information as he may deem necessary.

B. If the Code Official determines that the plans, specifications, drawings, descriptions, or information furnished by the applicant is in compliance with this Code, the permit applied for shall be issued upon payment of the required fee as hereinafter fixed.

15.02.090 Fees—Building permit and inspection.

Fees shall be established by resolution of the City Council of the City of Casper, Wyoming.

15.02.100 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28.

15.02.110 Section R103.2 amended—Appointment of building official.

Section 103.2 is amended to read as follows:

Section 103.2 Building Official General—The City Manager, or his duly authorized representative is hereby authorized and directed to enforce all of the provisions of this code.

Where used in this code, the term building official shall be defined as in this amended section.

15.02.120 Work exempt from permit.

One-story detached accessory building under one hundred twenty square feet in area as measured at the maximum exterior wall dimension.

(Ord. No. 17-24, 8-20-2024)

15.02.130 Section R202 amended—Definitions.

Section R202 amended to add definitions as follows:

Authorized Agent. Any person who is legally authorized in writing through an affidavit or power of attorney to conduct, carry on, or engage in construction activities including the plan review, permitting, and construction phases associated with a designated property. Collateral Damage. Any slotting of drywall, removal of finish, or destruction of existing surfaces required for the installation of electrical wiring associated with hardwired smoke and/or carbon monoxide detectors.

(Ord. No. 17-24, 8-20-2024)

15.02.140 Section R302.7 amended—Under-stair protection.

Section R302.7 reference to 1/2" gypsum board is amended and replaced to read 5/8" Type X gypsum board.

(Ord. No. 17-24, 8-20-2024)

15.02.150 Section R302.6 and Table 302.6 amended—Dwelling/garage separation fire separation.

Table R302.6 amended to read as follows:

All references in Table 302.6 of 1/2" gypsum board are amended and replaced to read 5/8" Type X gypsum board or equivalent.

(Ord. No. 17-24, 8-20-2024)

15.02.160 Section R310.6 amended – Power Source.

Section R310.6 Exception 2 to read as follows:

Smoke alarms installed in accordance with Section R314.2.2 shall be permitted to be battery powered where it is technically infeasible to fish electrical wire or where collateral damage will be caused by the installation of hardwired and interconnected smoke alarms as determined by the Electrical or Building Inspector.

15.02.170 Section R311.6 amended – Power source

Section R311.6 Exception 2 to read as follows:

Carbon monoxide alarms installed in accordance with Section R315.2.2 shall be permitted to be battery powered where it is technically infeasible to fish electrical wire or where collateral damage will be caused by the installation of hardwired and interconnected smoke alarms as determined by the Electrical or Building Inspector.

15.02.180 Table R702.3.5 amended—Minimum thickness and application of gypsum board.

Create footnote "E" to Table R702.3.5 to read:

All ceiling applications for gypsum board with 24" spacing of framing members must be a minimum of 5/8" in thickness.

(Ord. No. 17-24, 8-20-2024)

15.02.190 Fire sprinklers.

Section R317.5, Fire Sprinklers—Deleted in its entirety.

(Ord. No. 17-24, 8-20-2024)

15.02.200 Automatic fire sprinkler systems.

Section R309, Automatic Fire Sprinkler Systems—Deleted in its entirety.

(Ord. No. 17-24, 8-20-2024)

15.02.210 Fire protection of floors.

Section R302.13, Fire Protection of Floors—Deleted in its entirety.

(Ord. No. 17-24, 8-20-2024)

15.02.220 Structures unsafe for human occupancy.

This section shall not apply to owner occupied residential properties.

A. Unsafe Structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because the structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

B. Conditions. Structures or existing equipment that are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress, inadequate light, ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or hazardous maintenance as defined herein, shall be deemed unsafe. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary and as provided for in this section.

1. Inadequate means of egress. Means a safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code. Locked doors shall be able to be readily opened from the side from which egress is to be made without the use of keys, special knowledge or effort, except where permitted by the International Building Code. Emergency escape openings shall be maintained in accordance with the code in effect at the time of construction.

2. Multi-Family Egress Lighting. Every common hall and stairway in residential multifamily occupancies shall be lighted at all times. Interior and exterior means of egress, stairways shall be illuminated at all times with not less than one foot candle at floors, landings and treads.

3. Ventilation. Every habitable space shall be ventilated by natural or mechanical means. Natural ventilation means each habitable space shall have not less than one operable window. Mechanical ventilation requires supply and return or exhaust air be provided by approved equipment and produce equal amounts of supply and return or exhaust air. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

4. Fire Hazard—multi-family dwellings and rental units. The required fire resistant-rated construction, including walls, fire stops, shaft enclosures, partitions, smoke barriers, floors, ceilings and sprayed fire resistant materials shall be maintained to limit the spread of fire and smoke. Existing Fire protection systems shall be inspected and maintained. Smoke alarms shall be installed and maintained in institutional and residential dwellings where required. Carbon Monoxide alarms shall be installed and maintained when applicable.

5. Heating Facilities. Dwellings shall be provided with an approved heating appliance such as a furnace or boiler capable of maintaining a room temperature of sixty-eight degrees Fahrenheit in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances shall not be used, nor shall portable unvented fuel burning space heaters be used, as a means to provide required heating. Electrical space heaters are allowed for supplemental heat only.

   Exception: Fuel burning space heaters shall be allowed for emergency use only, until repairs are complete on the required approved heating appliance.

6. Electrical System Hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacles and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

7. Water system. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code.

8. Sanitary Drainage. Plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage septic system. Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects. Prohibited: Sanitary waste shall not be collected, stored or disposed of on any property other than as referenced herein.

9. A vacant structure that is not secured against entry shall be deemed unsafe.

C. Structures unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by ordinance or code, or because the location of the structure or the facility or equipment within the structure constitutes a hazard to the occupants of the structure or to the public.

D. Unlawful Structure. An unlawful structure is one found whole or in part to be occupied by more persons than permitted by code, or was erected, altered or occupied contrary to law.

(Ord. No. 17-24, 8-20-2024)

15.02.230 Energy Efficiency.

Chapter 11 shall apply to the building thermal envelope only.

(Ord. No. 17-24, 8-20-2024)

15.02.240 Testing.

Section N1102.4.1.2, Testing—Deleted in its entirety.

(Ord. No. 17-24, 8-20-2024)

Chapter 15.03 INTERNATIONAL EXISTING BUILDING CODE

15.03.010 Short title.

The Code adopted by the ordinance from which this chapter derives shall be known as the "international existing building code" of the city.

(Ord. No. 14-18, § 1, 7-17-2018; Ord. No. 17-24, 8-20-2024)

15.03.020 Document adopted by reference—Applicability.

To provide minimum standards to safeguard life, health, property, and public welfare, the city hereby adopts the 2024 Edition of the international existing building code. The provisions of the code shall apply to the repair, alteration, change of occupancy, addition to, or relocation of existing buildings within the limits of the city. A copy of the adopted international existing building code is on file in the office of the city clerk.

(Ord. No. 14-18, § 2, 7-17-2018; Ord. No. 22-21, § 1, 8-17-2021; Ord. No. 17-24, 8-20-2024)

15.03.030 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every such day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this code.

(Ord. No. 14-18, § 3, 7-17-2018; Ord. No. 17-24, 8-20-2024)

Chapter 15.04 INTERNATIONAL FUEL GAS CODE[2]

15.04.010 Code adopted.

There is adopted by the city, for the purpose of prescribing regulations governing the installation, alteration or repair of fuel gas and gas appliance systems as prescribed in this code and inspection thereof, that certain suggested code known as the International Fuel Gas Code, 2024 Edition, and including Appendices A, B, C, and D, and the whole thereof, save and except such portions as are herein deleted, added, modified or amended. Not less than three copies of each code have been, and now are filed, in the office of the city clerk, and the same are adopted and incorporated as fully as if set out at length herein and from the date on which this chapter shall take effect, the provisions thereof shall be controlling within the limits of the city.

(Ord. No. 17-24, 8-20-2024)

15.04.020 Amendments, additions and deletions.

The International Fuel Gas Code, 2024 Edition, and including Appendices A, B, C, and D, as adopted by this chapter is amended as set out in Sections 15.04.030 through 15.04.160 of this chapter.

(Ord. No. 17-24, 8-20-2024)

15.04.030 Administration.

IPC Chapter 1, Administration, is deleted in its entirety and replaced with Sections 15.04.040 through 15.04.100 of this chapter.

(Ord. No. 17-24, 8-20-2024)

15.04.040 Code official and duties.

Whenever the term "Code Official" is used in this Code, it shall be construed to mean the City Manager or the duly authorized representative of the City Manager.

The Code Official shall maintain public office hours necessary in its discretion, to efficiently administer the provisions of this Code and amendments thereto, and may perform the following duties:

A. To require submission of permit applications on a form designated by the authority and to examine and check plans and specifications, drawings, descriptions, and diagrams when necessary in discretion of the authority, to demonstrate the character, kind, and

[2]Ord. No. 17-24, adopted Aug. 20, 2024, repealed the former Ch. 15.18, §§ 15.18.010-15.18.180, and enacted a new Ch. 15.18 as set out herein. The former Ch. 15.18 pertained to similar subject matter and derived from Ord. 16-06 § 1 (part), adopted 2006; Ord. 27-07 § 1 (part), adopted 2007; Ord. No. 22-12, § 1, adopted July 2, 2012; Ord. No. 32-15, § 1, adopted Nov. 17, 2015; Ord. No. 12-18, § 1, adopted July 17, 2018; Ord. No. 21-21, § 1, adopted Aug. 17, 2021.

extent of work covered by said application and upon approval of the application to issue the permit applied for;

B. Keep a permanent, accurate account of all fees for permits issued and other monies collected and received, as provided by this Code, the names of persons upon whose account the same were paid, the date and amount thereof, together with the location or premises to which they relate;

C. Administer and enforce the provisions of this Code in a manner consistent with the intent thereof and shall inspect all fuel gas and gas appliances systems authorized by any permit to assure compliance with provisions of this Code or amendments thereto, approving or condemning said work in whole or in part as conditions require;

D. Issue upon request a Certificate of Approval for any work approved by the Code Official;

E. Condemn and reject all work done or being done, or materials used or being used, which do not in all respects comply with the provisions of this Code and amendments thereto;

F. Order changes in workmanship and/or materials essential to obtain compliance with all provisions of this Code;

G. Investigate any construction or work regulated by this Code and issue such notices and orders as provided in Section 1503, Casper Municipal Code;

H. Keep a complete record of all the essential transactions of his office;

I. Transfer all fees collected by him to the proper authority provided by law to receive such funds;

J. Maintain an official register of all persons, firms, or corporations lawfully entitled to carry on or engage in, the business of installation of fuel gas piping and fuel gas appliances, or to labor at the trade of the installation fuel gas piping and fuel gas appliances to whom a license has been issued in accordance with Chapter 15.11, Casper Municipal Code.

(Ord. No. 17-24, 8-20-2024)

15.04.050 Dangerous and unsafe construction.

A. Any portion of the fuel gas system found by the Code Official to be unsafe as defined herein is hereby declared to be a nuisance;

B. Whenever brought to the attention of the department having jurisdiction that any unsanitary conditions exist or that any construction or work regulated by this Code is dangerous, unsafe, nuisance, or a menace to life, health, or property, or otherwise in violation of this Code, the said department may request an investigation by the Code Official who, upon determining such information to be fact, shall order any person, firm, or corporation using or maintaining any such condition, or responsible for the use or maintenance thereof, to discontinue the use or maintenance thereof or to repair, alter, change, remove, or demolish same as he may consider necessary for the proper protection of life, health, or property; and in the case of any gas piping or gas appliance may order any person, firm, or corporation

supplying gas to such piping or appliance to discontinue supplying gas thereto until such piping or appliance is made safe. Every such order shall be in writing, addressed to the owner, agent, or person responsible for the premises in which such condition exists and shall specify the date or time for compliance with such order sent Certified Mail, return receipt required;

C. Refusal or failure to comply with any such notice or order shall be considered a violation of this Code;

D. When any fuel gas system is maintained in violation of this Code and in violation of any notice issued pursuant to the provisions of this section and such continuing violation, in the discretion of the Code Official, constitutes a nuisance, the Code Official may institute any appropriate action or proceeding in any court of competent jurisdiction to prevent, restrain, correct, or abate the violation or nuisance. In the case of fuel gas piping and fuel gas appliances, the Code Official may issue an order directing the utility company to discontinue supplying fuel gas until such piping system or appliances are made safe to life, health, or property;

E. Any fuel gas system lawfully installed prior to the effective date of this Code may have its existing use, maintenance, or repair continued if the use, maintenance, or repair is in accordance with the original design and location and no hazard to the public health, safety, or welfare has been created by such system.

(Ord. No. 17-24, 8-20-2024)

15.04.060 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any fuel gas or fuel gas appliances in a building or premises without first obtaining a permit to do such work from the Code Official;

B. A separate permit shall be obtained for each building or structure;

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee;

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

(Ord. No. 17-24, 8-20-2024)

15.04.070 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred twenty days. Before such work can be recommenced, a new permit shall be first obtained.

(Ord. No. 17-24, 8-20-2024)

15.04.080 To whom permits may be issued.

A. No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid contractor's license as required by Chapter 15.11, Casper Municipal Code for the type of work to be done, unless otherwise hereinafter provided in this section.

B. Any permit required by this Code may be issued to any person to do any work regulated by this Code in a single-family dwelling used exclusively for his living purposes, including the usual accessory buildings in connection with such building in the event that such person is the bona fide owner of any such dwelling and accessory buildings, and not for immediate resale, and that said owner shall purchase all material and shall personally perform all labor in connection therewith.

(Ord. No. 17-24, 8-20-2024)

15.04.090 Application for permit.

A. Any person legally entitled to apply for and receive a permit shall make such application on forms provided for that purpose. The applicant shall give a description of the character of the work proposed to be done, and the location, ownership, occupancy, and use of the premises in connection therewith. The Code Official may require plans, specifications, or drawings, and such other information as he may deem necessary.

B. If the Code Official determines that the plans, specifications, drawings, descriptions, or information furnished by the applicant is in compliance with this Code, the permit applied for shall be issued upon payment of the required fee as hereinafter fixed.

(Ord. No. 17-24, 8-20-2024)

15.04.100 Fees—Permit and inspection.

Fees shall be established by resolution of the City Council of the City of Casper, Wyoming.

(Ord. No. 17-24, 8-20-2024)

15.04.110 Unvented appliances.

Section 303.0 amended and language added—Unvented appliances.

Section 303.3—All unvented appliances permitted by this section must have prior approval of the Code Official before installation.

(Ord. No. 17-24, 8-20-2024)

15.04.120 Test pressure measurements.

Section 406.4, Subparagraphs 406.4.1 and 406.4.2, Test Pressure Measurements, are deleted and Section 406.4 is amended to read as follows:

Section 406.4—All installation of fuel gas piping in new construction shall be tested at thirty PSI for a duration not less than thirty minutes, and existing piping including new piping added to an existing system shall be tested at not less than fifteen PSI. The Code Official may approve alternative methods of fuel gas testing with prior approval.

(Ord. No. 17-24, 8-20-2024)

(Ord. No. 17-24, adopted Aug. 20, 2024, set out provisions intended for use as §§ 18.15.140—18.15.180. For purposes of classification, and at the editor's discretion, these provisions have been included as §§ 15.18.120—15.18.160.)

15.04.130 Equipment not required to be vented.

Section 501.8—Equipment Not Required to be Vented—Amended.

Section 501.8—Amended and language added - All unvented appliances permitted by this section must have prior approval of the Code Official before installation.

(Ord. No. 17-24, 8-20-2024)

Editor's note(s)—See editor's note at § 15.18.120.

15.04.140 Unvented room heaters.

Section 621 Unvented Room Heaters—Amended.

Section 621—Amended and language added - All unvented appliances permitted by this section must have prior approval of the Code Official before installation.

(Ord. No. 17-24, 8-20-2024)

Editor's note(s)—See editor's note at § 15.18.120.

15.04.150 Violation—Penalty.

Any person, firm or corporation violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted

shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this code.

(Ord. No. 17-24, 8-20-2024)

Editor's note(s)—See editor's note at § 15.18.120.

15.04.160 Validity.

If any section, subsection, sentence, clause, or phrase of this chapter is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this chapter.

(Ord. No. 17-24, 8-20-2024)

Editor's note(s)—See editor's note at § 15.18.120.

Chapter 15.05 INTERNATIONAL MECHANICAL CODE

15.05.010 Short title.

The code adopted by the ordinance from which this chapter derives shall be known as the "International Mechanical Code" of the city.

(Ord. 13-04 § 2 (part), 2004: Ord. 18-95 § 1 (part), 1995: Ord. 2-92 § 2 (part), 1992; Ord. No. 17-24, 8-20-2024)

15.05.020 Code adopted—Applicability.

There is adopted by the city for the purpose of prescribing standards to safeguard life and limb, health, property, and public welfare, the certain suggested code known as the "International Mechanical Code" being particularly the 2024 Edition thereof, save and such portions as hereby modified, deleted, or amended by Section 15.20.030, not less than three copies of which have been and are now filed in the office of the city clerk, and the same as adopted and incorporated as fully as if set out at length herein, and from the date on which the resolution from which this chapter is derived shall take effect, the provisions thereof shall be controlling within the limits of the city.

(Ord. 28-07 § 1 (part), 2007; Ord. 13-04 § 2 (part), 2004: Ord. 9-98 (part), 1998; Ord. 18-95 § 1 (part), 1995: Ord. 2-92 § 2 (part), 1992)

(Ord. No. 20-12, § 1, 7-2-2012); Ord. No. 30-15, § 1, 11-17-2015; Ord. No. 10-18, § 1, 7-17-2018; Ord. No. 19-21, § 1, 8-17-2021; Ord. No. 17-24, 8-20-2024)

15.05.030 Amendments, additions and deletions.

The International Mechanical Code, 2024 Edition, is amended and changed in the following respects:

A. IMC subparagraph 103.1 is repealed and amended to read:

Subparagraph 103.1 General—The City Manager, or his duly authorized representative, is hereby authorized and directed to enforce all provisions of the Code.

B. After subparagraph 105.1, Section 105, of the 2024 International Mechanical Code, add the following section:

2.1.1.1 No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid, unexpired, and unrevoked mechanical contractor's license for the type of work to be done, unless otherwise hereinafter provided in this section.

Any permit required by this Code may be issued to any person to do any work regulated by this Code in a one-family dwelling used exclusively for his/her living purposes, including the usual accessory buildings in connection with such building, and such person is the bona fide owner of any such dwelling and accessory buildings.

C. IMC Subparagraph 108.2, schedule of permit fees is repealed and amended to read:

Subparagraph 108.2, Mechanical Permit Fees-Fees shall be established by resolution of the City Council of the City of Casper, Wyoming.

D. The Exception under IMC Subsection 603.9, Section 603 of the International Mechanical Code is repealed in its entirety.

(Ord. 28-07 § 1 (part), 2007; Ord. 13-04 § 2 (part), 2004: Ord. 9-98 (part), 1998; Ord. 18-95 § 1 (part), 1995: Ord. 2-92 § 2 (part), 1992)

(Ord. No. 20-12, §§ 1, 2, 7-2-2012; Ord. No. 30-15, § 1, 11-17-2015; Ord. No. 10-18, § 1, 7-17-2018; Ord. No. 19-21, § 1, 8-17-2021; Ord. No. 17-24, 8-20-2024)

15.05.040 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any mechanical system or equipment in a building or premises without first obtaining a permit to do such work from the Code Official.

B. A separate permit shall be obtained for each building or structure.

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

(Ord. No. 17-24, 8-20-2024)

15.05.050 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the

provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred twenty days. Before such work can be recommenced, a new permit shall be first obtained.

(Ord. No. 17-24, 8-20-2024)

15.05.060 To whom permits may be issued.

A. No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid contractor's license as required by Chapter 15.11, Casper Municipal Code for the type of work to be done, unless otherwise hereinafter provided in this section.

B. Any permit required by this Code may be issued to any person to do any work regulated by this Code in a single-family dwelling used exclusively for his living purposes, including the usual accessory buildings in connection with such building in the event that such person is the bona fide owner of any such dwelling and accessory buildings, and not for immediate resale, and that said owner shall purchase all material and shall personally perform all labor in connection therewith.

(Ord. No. 17-24, 8-20-2024)

15.05.070 Application for permit.

A. Any person legally entitled to apply for and receive a permit shall make such application on forms provided for that purpose. The applicant shall give a description of the character of the work proposed to be done, and the location, ownership, occupancy, and use of the premises in connection therewith. The Code Official may require plans, specifications, or drawings, and such other information as he may deem necessary.

B. If the Code Official determines that the plans, specifications, drawings, descriptions, or information furnished by the applicant is in compliance with this Code, the permit applied for shall be issued upon payment of the required fee as hereinafter fixed.

(Ord. No. 17-24, 8-20-2024)

15.05.080 Fees—Permit and inspection.

Fees shall be established by resolution of the City Council of the City of Casper, Wyoming.

15.05.090 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28.

(Ord. 18-95 § 1 (part), 1995: Ord. 2-92 § 2 (part), 1992; Ord. No. 17-24, 8-20-2024)

Chapter 15.06 INTERNATIONAL PLUMBING CODE[3]

15.06.010 Code adopted.

There is adopted by the city, for the purpose of prescribing regulations governing the installation, alteration or repair of plumbing and drainage systems and inspection thereof, that certain suggested code known as the International Plumbing Code, 2024 Edition. Not less than three copies of each code have been, and now are filed, in the office of the city clerk, and the same are adopted and incorporated as fully as if set out at length herein and from the date on which this chapter shall take effect, the provisions thereof shall be controlling within the limits of the city.

(Ord. No. 17-24, 8-20-2024)

15.06.020 Amendments, additions and deletions.

The International Plumbing Code, 2024 Edition, as adopted by this chapter is amended as set out in Sections 15.06.010 through 15.06.290 of this chapter.

(Ord. No. 17-24, 8-20-2024)

15.06.030 International Plumbing Code Chapter I deleted and replaced—Administration.

Chapter I, Administration, is deleted in its entirety and replaced with Sections 15.06.040 through 15.06.100 of this chapter.

(Ord. No. 17-24, 8-20-2024)

[3]Ord. No. 17-24, adopted Aug. 20, 2024, repealed the former Ch. 15.24., §§ 15.24.010-15.24.290, and enacted a new Ch. 15.24. as set out herein. The former Ch. 15.24. pertained to similar subject matter and derived from Ord. 17-06 § 1 (part), adopted 2006; Ord. 29-07 § 1 (part), adopted 2007; Ord. No. 21-12, §§ 1, 2, adopted July 2, 2012; Ord. No. 31-15, §§ 1, 2, adopted Nov. 17, 2015; Ord. No. 11-18, § 1, adopted July 17, 2018; Ord. No. 20-21, § 1, adopted Aug. 17, 2021;

15.06.040 Code official.

A. Whenever the term "Code Official" is used in this Code, it shall be construed to mean the City Manager or the duly authorized representative of the City Manager.

B. The Code Official shall maintain public office hours necessary in its discretion, to efficiently administer the provisions of this Code and amendments thereto, and may perform the following duties:

1. To require submission of permit applications on a form designated by the authority and to examine and check plans and specifications, drawings, descriptions, and diagrams when necessary in discretion of the authority, to demonstrate the character, kind, and extent of work covered by said application and upon approval of the application to issue the permit applied for;
2. Keep a permanent, accurate account of all fees for permits issued and other monies collected and received, as provided by this Code, the names of persons upon whose account the same were paid, the date and amount thereof, together with the location or premises to which they relate;
3. Administer and enforce the provisions of this Code in a manner consistent with the intent thereof and shall inspect all plumbing and drainage work authorized by any permit to assure compliance with provisions of this Code or amendments thereto, approving or condemning said work in whole or in part as conditions require;
4. Issue upon request a Certificate of Approval for any work approved by the Code Official;
5. Condemn and reject all work done or being done, or materials used or being used, which do not in all respects comply with the provisions of this Code and amendments thereto;
6. Order changes in workmanship and/or materials essential to obtain compliance with all provisions of this Code;
7. Investigate any construction or work regulated by this Code and issue such notices and orders as provided in Section 1503;
8. Keep a complete record of all the essential transactions of their office;
9. Transfer all fees collected by him to the proper authority provided by law to receive such funds;
10. Maintain an official register of all persons, firms, or corporations lawfully entitled to carry on or engage in, the business of plumbing, or to labor at the trade of plumbing to whom a plumber's license has been issued in accordance with this Code.

(Ord. No. 17-24, 8-20-2024)

15.06.050 Dangerous and unsanitary construction.

A. Any portion of the plumbing system found by the Code Official to be unsanitary as defined herein is hereby declared to be a nuisance;

B. Whenever brought to the attention of the department having jurisdiction that any unsanitary conditions exist or that any construction or work regulated by this Code is dangerous, unsafe, unsanitary, a nuisance, or a menace to life, health, or property, or otherwise in violation of this Code, the said department may request an investigation by the Code Official who, upon determining such information to be fact, shall order any person, firm, or corporation using or maintaining any such condition, or responsible for the use or maintenance thereof, to discontinue the use or maintenance thereof or to repair, alter, change, remove, or demolish same as he may consider necessary for the proper protection of life, health, or property; and in the case of any gas piping or gas appliance may order any person, firm, or corporation supplying gas to such piping or appliance to discontinue supplying gas until such piping or appliance is made safe. Every such order shall be in writing, addressed to the owner, agent, or person responsible for the premises in which such condition exists and shall specify the date or time for compliance with such order sent Certified Mail, return receipt required;

C. Refusal or failure to comply with any such notice or order shall be considered a violation of this Code;

D. When any plumbing system is maintained in violation of this Code and in violation of any notice issued pursuant to the provisions of this section and such continuing violation, in the discretion of the Code Official, constitutes a nuisance, the Code Official may institute any appropriate action or proceeding in any court of competent jurisdiction to prevent, restrain, correct, or abate the violation or nuisance. In the case of any water piping, fixture, or plumbing outlet, the Code Official may issue an order directing the utility company to discontinue supplying water thereto until such piping fixtures or outlets are made safe to life, health, or property;

E. Any plumbing system lawfully installed prior to the effective date of this Code may have its existing use, maintenance, or repair continued if the use, maintenance, or repair is in accordance with the original design and location and no hazard to the public health, safety, or welfare has been created by such system with the exception of backflow prevention as regulated by the Environmental Protection Agency, in accordance with 13.05.090.

Any person, firm, or corporation violating any of the provisions of this Code shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of this Code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this Code.

(Ord. No. 17-24, 8-20-2024)

15.06.060 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any plumbing, gas, or drainage piping work, or any fixture, water heating, or treatment equipment in a building or premises without first obtaining a permit to do such work from the Code Official.

B. A separate permit shall be obtained for each building or structure.

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

(Ord. No. 17-24, 8-20-2024)

15.06.070 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any other ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred twenty days. Before such work can be recommenced, a new permit shall be first obtained.

(Ord. No. 17-24, 8-20-2024)

15.06.080 Work not requiring permit.

No permit shall be required in the case of any repair work as follows: The stopping of leaks in drains, soil, waste, or vent pipe, provided, however, that should any trap, drainpipe, soil, waste, or vent pipe be or become defective and it becomes necessary to remove and replace the same with new material in any part or parts, the same shall be considered as such new work and a permit shall be procured and inspection made as herein before provided. No permit shall be required for the clearing of stoppages or the repairing of leaks in pipes, valves, or fixtures, nor for the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes, or fixtures.

(Ord. No. 17-24, 8-20-2024)

15.06.090 To whom permits may be issued.

A. No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid plumbing contractor's license for the type of work to be done, unless otherwise hereinafter provided in this section.

B. Any permit required by this Code may be issued to any person to do any work regulated by this Code in a single-family dwelling used exclusively for his living purposes, including the usual accessory buildings in connection with such building in the event that such person is the bona fide owner of any such dwelling and accessory buildings, and not for immediate resale, and that said owner shall purchase all material and shall personally perform all labor in connection therewith.

C. Permits shall be required for tapping and connecting a building sewer to the public sewer and shall be issued only to a person holding a valid plumbing contractor's license or utility contractor's license.

(Ord. No. 17-24, 8-20-2024)

15.06.100 Application for permit.

A. Any person legally entitled to apply for and receive a permit shall make such application on forms provided for that purpose. The applicant shall give a description of the character of the work proposed to be done, and the location, ownership, occupancy, and use of the premises in connection therewith. The Code Official may require plans, specifications, or drawings, and such other information as he may deem necessary.

B. If the Code Official determines that the plans, specifications, drawings, descriptions, or information furnished by the applicant is in compliance with this Code, the permit applied for shall be issued upon payment of the required fee as hereinafter fixed.

(Ord. No. 17-24, 8-20-2024)

15.06.110 Fees—Permit and inspection.

Fees shall be established by resolution of the City Council of the City of Casper.

(Ord. No. 17-24, 8-20-2024)

15.06.120 Section 202 amended—Definitions.

Amend the definition of "public sewer" in this section to read as follows:

A public sewer shall include all mains, laterals, and appurtenances located on public rights-of-way or easements directly controlled by public authority.

(Ord. No. 17-24, 8-20-2024)

15.06.030 Section 305.4.1 amended—Sewer depth.

Insert twelve inches is minimum depth for all sewer lines into paragraph.

(Ord. No. 17-24, 8-20-2024)

15.06.140 IPC Section 306 added—Subsection 306.5—Additional Backfill Requirements.

A. Section 306.5—All excavations shall be completely backfilled as soon after inspection as practical. Adequate precaution shall be taken to ensure proper compaction of backfill around piping without damage to such piping. Trenches shall be backfilled in thin layers to twelve inches above the top of the piping with clean earth, which shall not contain stones, boulders, cinder fill, or other materials which would damage or break the piping or cause corrosive action. Mechanical devices such as bulldozers, graders, etc., may then be used to complete the backfill to grade with the following exceptions:

B. All street and alley excavations shall be completely backfilled in accordance with Casper City Code Chapter 12.16.

C. All excavations within ten feet of any sidewalk or other concrete flat work, shall be compacted to the density of the surrounding ground and backfill shall be placed in twelve inch layers during compaction.

D. All other fill shall be properly compacted. Suitable precautions shall be taken to insure the permanent stability for pipe laid in, filled, or made ground.

E. No other utility shall be run or laid in the same trench with water service pipes or any underground water pipes and/or building sewer pipes, except for crossovers.

(Ord. No. 17-24, 8-20-2024)

15.06.150 Section 312 added—Tests and inspection.

Add Section 312.0, to read as follows:

All testing of drain, waste, and vent systems, sewer lines, shower pan receptors and water piping will be at the discretion of the Code Official.

(Ord. No. 17-24, 8-20-2024)

15.06.160 IPC Section 406.3 added—Automatic clothes washer—Floor drain.

Section 406.3—A floor drain shall be installed within six feet of every automatic clothes washer installation.

(Ord. No. 17-24, 8-20-2024)

15.06.170 Section 427 added—Accessible working space.

Section 427—Each appliance typically found in the mechanical room of a single family or multi-family residential structure shall have the minimum space available to allow for the adequate installation and repair of the appliance. There shall be adequate space to allow the appliance to be replaced or serviced with minimal or no disruption to the other appliances in the room. These space requirements are minimums and may vary with the specific equipment involved. The Code Official may approve different spacing with prior approval.

APPLIANCES	MINIMUM SPACE PER APPLIANCE

Water heater	4 square feet floor space
Water softener	8 square feet
Furnace	24 square feet
Hot water boiler	24 square feet
Central vacuum	9 square feet
Water meter	(CPU specifications Section 39-4) 6" from floor to bottom of the meter. 9 square feet floor space total

Any water meter 3” or larger shall require an outside entrance to the meter room to allow for meter testing without running fire hose throughout the building and must include a 2” bypass in accordance with Chapter 13.

(Ord. No. 17-24, 8-20-2024)

15.06.180 Section 504.7.3 added—Water heater—Floor drain.

Section 504.7.3—A floor drain shall be installed within six feet of every hot water heater or hot water boiler.

(Ord. No. 17-24, 8-20-2024)

15.06.190 Section Tables 605.3 and 605.4 amended—Material, joints and connections.

Delete galvanized steel pipe from Tables 605.3, 605.4 and steel from Table 605.5.

Section 605.14.2 amended to require UV primer or purple primer to be used on all PVC joints.

(Ord. No. 17-24, 8-20-2024)

15.06.200 Section 703.7 added—Sewer required.

Section 703.7—When the public sewer is not available as described under Section 1101(d), then a permit shall be secured from the Casper-Natrona County Health Department, as well as from the code official.

(Ord. No. 17-24, 8-20-2024)

15.06.210 Section 705.2.2 amended - Solvent Cement

Section 705.2.2 is amended to require UV primer or purple primer to be used on all PVC joints.

(Ord. No. 17-24, 8-20-2024)

15.06.220 Section 708.2 added—Building sewers.

Section 708.2—All building sewers shall have cleanouts installed at each change in direction in excess of twenty-two and one-half degrees.

Except as required by Section 708.2 of this Code, no additional cleanouts shall be required between twenty-two and one-half degrees changes of directions provided a minimum distance of twelve inches is maintained between fittings except as required in Section 708.2 of this Code.

Residential properties are permitted to have a RV dump site external to the home. The RV dump, at a minimum, shall have a 2'x2'x4" concrete pad around the drain that slopes down to the drain, or has a 2" curb around it. There shall be a threaded cap mounted flush with the concrete, or a cast iron valve box with a "Sewer" marked lit installed flush with the concrete, as to prevent stormwater from entering the drain. The drain should be plumbed with 4" SCH 40 PVC; all underground plumbing shall comply with the other standards of this section. Commercial RV dump sites must be approved by the Public Services Director.

(Ord. No. 17-24, 8-20-2024)

15.06.230 Section 712.4.3 added—Sumps and ejectors.

Section 712.4.3—All sumps and receiving tanks shall be automatically discharged, and when in public use or any multiple-family dwelling, shall be provided with dual pumps or ejectors arranged to function independently in case of overload or mechanical failure. The lowest inlet shall have a minimum clearance of two inches from the high water or starting level of the sump.

(Ord. No. 17-24, 8-20-2024)

15.06.240 Section 714.1 deleted and replaced to read as follows—Backwater valves.

Section 714.1—Drainage piping serving floor drains or fixtures, which have flood level rims located more than four feet below the elevation of the top rear curb face, shall drain by gravity into the main sewer, and shall be protected from backflow of sewage by installing an approved type backwater valve. The backwater valve shall be installed only in that branch or section of the drainage system which receives the discharge from fixtures. The elevation of the top rear curb face and the proposed elevation of the lowest floor level shall be indicated on the building plans before a plumbing permit will be issued.

It shall be the responsibility of the building contractor and/or the building owner to determine the elevation of the lowest floor level.

Properties tying into sewer mains 12 inches in diameter and larger shall be protected from backflow of sewage by installing an approved type backwater valve on the sewer service.

(Ord. No. 17-24, 8-20-2024)

15.06.250 IPC Section 13.

IPC Section 13 is hereby deleted entirely.

(Ord. No. 17-24, 8-20-2024)

15.06.260 Section 918 amended—Air admittance valves.

Section 918—Air admittance valves permitted by this section must have prior approval of the Code Official before installation in the plumbing system.

(Ord. No. 17-24, 8-20-2024)

15.06.270 Section 1001.1 deleted and replaced to read as follows—Traps, interceptors, separators.

Section 1001.1—All Traps, Interceptors, and Separators shall comply with Section 13.32.110, Casper Municipal Code, and code requirements of Chapter 10, IPC, are adopted and may be utilized with prior approval of the Code Official.

(Ord. No. 17-24, 8-20-2024)

15.06.280 Section 1109 deleted—Combination sanitary and storm system.

Section 1109, IPC is deleted entirely.

(Ord. No. 17-24, 8-20-2024)

15.06.290 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this code.

(Ord. No. 17-24, 8-20-2024)

15.06.300 Validity.

If any section, subsection, sentence, clause, or phrase of this chapter is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this chapter.

(Ord. No. 17-24, 8-20-2024)

Chapter 15.07 NATIONAL ELECTRICAL CODE[4]

[4]Editor's note(s)—Appendix A is on file with Ordinance 87-87 in the offices of the city clerk and the city engineer.

Note(s)—Prior ordinance history: Ord. 24-86.

Article I. Code Adoption and Administration

15.07.010 National Electrical Code adopted.

A. There is adopted by the city, for the purpose of prescribing regulations governing the installation, alteration, maintenance or repair of electrical installations and inspections thereof, that certain suggested code known as the NFPA 70-2026 Edition of the National Electrical Code, and the whole thereof, save and except such portions as are herein deleted, added, modified or amended by this chapter. Not less than three copies of the code have been, and now are filed, in the office of the city clerk, and the same are adopted and incorporated as fully as if set out at length herein, and from the date on which this chapter shall take effect, shall be controlling within the limits of the city.

B. Unsafe Electrical Systems or Equipment.

1. Electrical systems or equipment regulated by this code which are unsafe, or which constitute a fire hazard, or are otherwise dangerous to human life are, for the purpose of this section, unsafe. Use of electrical systems or equipment regulated by this code constituting a hazard to safety, health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, disaster, damage or abandonment is, for the purpose of this section, an unsafe use.

2. Unsafe electrical systems or equipment are declared to be public nuisances and shall be abated by repair, rehabilitation, demolition or removal in accordance with the procedures set forth in the Uniform Code for the Abatement of Dangerous Buildings as adopted, or an alternative procedure as may be adopted by this jurisdiction. As an alternative, the electrical inspector or other employee or official of this jurisdiction as designated by the governing body, may institute other appropriate action to prevent, restrain, correct or abate the violation.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(1), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-1)

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

15.07.020 Low-voltage electrical technician contractor's license.

A low-voltage electrical technician contractor's license shall be obtained for the following purposes:

a) The installation of sound systems, fire alarms, burglar alarms, satellite TV antennas and other low voltage systems of under ninety volts;

B. The installation of electrical signs, not to extend past the load side of the sign disconnect, within sight of and attached to the sign;

C. The installation of elevator wiring, not to extend past the load side of the elevator disconnect, within sight of the controllers; and

D. The installation of electrical wiring for water wells and irrigation systems, not to extend past the load side of the disconnect, within sight of the controllers for the well or systems.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-4 (part))

15.07.030 City electrical inspector—Qualification—Appointment—Unlawful activities designated.

A. There is created the office of city electrical inspector. The person chosen to fill the office of city electrical inspector shall be a competent electrician, shall have at least four years experience as a wireman or electrical contractor, and shall obtain certification as an electrical inspector by the International Code Council and/or other competent authority.

B. The electrical inspector shall be appointed by the city manager. It is unlawful for the city electrical inspector to engage in the business of the installation and the maintenance of electrical wiring and appliances, either directly or indirectly, and he shall have no financial interest in any concern engaged in such business in the city, at any time, while holding the office of city electrical inspector.

(Ord. 14-05 § 1 (part), 2005; Ord. 7-90 § 1(2), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-7)

15.07.040 City electrical inspector—Powers and duties.

A. The city electrical inspector is given the authority to refuse to issue a certificate of approval of any addition or extension to any wiring system, in or on any building, structure or property where, in his professional opinion, the wiring is in an unsafe condition. In case the work does not comply with this chapter and the 2023 Edition of the National Electrical Code, he shall issue and mail a written statement and telephone the electrical contractor within twenty-four normal business hours, stating the changes necessary to bring the work up to the required standard.

B. Whenever any electrical wire or other piece of electrical utilization equipment is defective, by reason of improper or insufficient insulation, or for any other cause becomes dangerous, the city electrical inspector shall at once notify the owner or the agent of the owner of the electrical utilization equipment to repair or remove the same, and upon the owner's failure to repair or remove the wire or utilization equipment within a reasonable time, the city electrical inspector shall cause the turning off of all electrical current.

C. Whenever there are practical difficulties involved in carrying out the provisions of this code, the electrical inspector may grant modifications for individual cases, provided that a special individual reason makes the strict letter of this code impractical and the modification is in conformity with the intent and purpose of this code, and that such modification does not lessen health, life and fire safety requirements. The details of actions granting modifications shall be recorded and entered in the files of the code enforcement agency.

D. Every company, firm, partnership or individual owning or controlling electrical wires and utilization equipment for the transmission of light, heat or power shall, as soon as possible after receipt of notice of a fire, have an agent or representative at the fire whose duty shall be to cut, deaden and test any of the power wires that might endanger the lives or property of anyone in that vicinity.

E. Upon request of the property owner, lessee or occupant, the city electrical inspector shall inspect, for electrical safety, any old wiring or electrical utilization equipment in, or on, any building, structure or property within the corporate limits of the city, upon payment of a fee of as listed in the permit fee schedule. In case the installation does not comply with this chapter, he shall file a report of his inspection with the property owner, lessee or occupant, identifying the areas of noncompliance. Code compliance inspections shall also be required when the meter or service drop has been removed or disconnected from any structure or building, by the electric utility company or as ordered by the electrical inspector, his authorized representative or the fire department.

F. It is unlawful for any light or power company to make any electrical connections to any building or property until a certificate of approval has been issued by the city electrical inspector. All such firms, corporations or individuals shall, upon written notice from the city electrical inspector, disconnect from any service as designated by such notice, and shall not reconnect such service, except upon written notice from the city electrical inspector. The city electrical inspector is also authorized and shall have the authority to order the termination of all electric current and cut, or disconnect, in cases of emergency or hazard, any wire where such electrical currents are dangerous to life or property, or may interfere with the work of the fire department.

G. After inspection of the electrical wiring of any building, the city electrical inspector shall leave notice in the form of a tag attached in a prominent location. This notice shall clearly state that the work has, or has not, passed the inspection by the city electrical inspector. On new or remodeled construction, no workman shall lath, seal or in any manner conceal any electric wiring, until he knows that it has passed the city electrical inspector's inspection. If the wiring is in such a position as to interfere with the completion of the building as called for by the plans, the electrical contractor must be notified, within twenty-four hours, of the necessary changes to be made. The city electrical inspector must, in all cases when such is practical, inspect all electrical wiring within the corporate limits of the city within forty-eight hours of the receipt of notice from the electrical contractor, stating that the work is completed. Saturdays, Sundays and holidays shall not be included in this time.

H. The city electrical inspector shall have the general supervision over the placing, stringing and attaching of telephone, telegraph, electric light or other wires, only insofar as fire prevention, accident or injury to persons or property is concerned, and any or all of such wires or electrical utilization equipment now existing, and hereafter constructed and placed, shall be subject to such supervision.

I. Right of Entry.

1. Whenever necessary to make an inspection to enforce the provisions of this code, or whenever the electrical inspector or an authorized representative has reasonable cause to believe that there exists in a building or upon a premises a condition or code violation which makes such building or premises unsafe, dangerous or hazardous, the

electrical inspector or an authorized representative may enter such building or premises at all reasonable times to inspect the same or to perform any duty imposed upon the electrical inspector by such codes, provided that if such building or premises be occupied, the electrical inspector shall first present proper credentials and request entry. If such building or premises is unoccupied, the electrical inspector shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises, and request entry. If entry is refused, the electrical inspector or an authorized representative shall have recourse to every remedy provided by law to secure entry.

2. When the electrical inspector or an authorized representative shall have first obtained a proper inspection warrant or other remedy provided by law to secure entry, an owner or occupant or other person having charge, care or control of the building or premises, shall not fail or neglect, after proper request is made as herein provided, to promptly permit entry therein by the electrical inspector or authorized representative for the purpose of inspection and examination pursuant to this code.

J. Liability. This code shall not be construed to relieve from or lessen the responsibility of a person owning, operating or controlling any building, structure or building service equipment therein for any damages to persons or property caused by defects, nor shall the code enforcement agency or its parent jurisdiction be held as assuming such liability by reason of the inspection authorized by this code or approvals issued under this code.

K. Suspension or Revocation. The electrical inspector may, in writing, suspend or revoke a permit issued under the provisions of this code whenever the permit is issued in error or on the basis of incorrect information supplied, or in violation of any ordinance or regulation of the jurisdiction.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(3), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-8(1)—(8))

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

15.07.050 Permit—Required.

A. All companies, firms, partnerships, corporations, individuals or entities who do electrical wiring for electric signs, electric fixtures, appliances or utilization equipment installed in or on any buildings or property, or removed from the interior or exterior on any building or property (except as allowed by Section 15.07.080 (A), exceptions 2, 3 and 4), shall procure a permit from the city electrical inspector. Permits shall only be issued to a contractor holding a valid, unexpired or unrevoked contractor's license of the proper category, as covered in Section 15.07.080, or an individual for private work, as covered in Section 15.07.090. Permits may also be issued for all work requiring a permit, where the person doing said work is exempted from the licensing requirements provided in Section 15.07.080.

B. It is unlawful for all contractors, workmen or individuals to in any way interfere with any electric wiring, except as allowed by Section 15.07.080) (A) (2), (3), and (4), in or on any

building or property, in any manner whatsoever, without first having secured a permit therefore. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee. Permits shall expire by limitations, and become null and void if the work authorized by such permit is not commenced within one hundred eighty days and completed within one year from the date of the permit, unless an extension is granted by the building/code enforcement manager or his authorized representative. Before such work can be recommenced, a renewal permit shall be obtained, and the fee therefore shall be one-half the amount of the original permit; provided work is recommenced within thirty days of the ending of the original permit. A permit for private work is defined in Section 15.07.080.

C. Changes in Building Occupancy. Electrical systems and equipment which are a part of any building or structure undergoing a change in use or occupancy, as defined in the building code, shall comply with the requirements of this code which are applicable to the new use or occupancy.

D. Moved Building. Electrical systems and equipment which are a part of buildings or structures moved into or within this jurisdiction shall comply with the provisions of this code for new installations.

E. Maintenance.

1. All electrical systems and equipment, both existing and new, and all parts thereof shall be maintained in a proper operating condition in accordance with the original design and in a safe and hazard-free condition. All devices or safeguards which are required by this code shall be maintained in conformance with this code. The owner shall be responsible for the maintenance of the electrical system. To determine compliance with this subsection, the electrical inspector may cause any electrical system to be reinspected.
2. Persons other than the building owner shall have the proper electrical license for the type of electrical system being repaired or maintained.

(Ord. 14-05 § 1 (part), 2005; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(4), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-3)

15.07.060 Permit and inspection—Fees.

Fees shall be established by resolution of the City Council of the City of Casper.

(Ord. 6-96 § 1 (part), 1996: Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(5), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-11)

15.07.070 Definitions.

A. "Apprentice electrician" means any person with insufficient qualifications to be a journeyman electrician, and who is hired by a licensed electrical contractor to assist a journeyman or master electrician, and under the direct supervision of a journeyman or

master electrician, in accordance with state of Wyoming Statutes Section 35-9-127, as amended.

B. "Electrical contractor" means any person, firm, partnership, corporation, association or combination thereof, who contracts, or offers to contract for another, the planning, laying out, supervising and installing or the making of additions, alterations and repairs in the installation or wiring of apparatus and equipment for electric light, heat and power. Such contractor shall hold a current state electrical contractor's license and be, or employ, a master electrician. Any person who only plans or designs electrical installations need not be classed as an electrical contractor.

C. "Electrical wiring," as used in this chapter, is intended to mean the fixed installation of electrical wires, appliances, fixtures or utilization equipment used, or to be used, or to be maintained, on or in any building or property for electric heat, light or power, electric signs, smoke detectors, electric generation plants, electric heaters, fire alarms, burglar alarms, electric bells, electric signal and communication systems, telegraph messenger call systems, lighting fixtures or electrical utilization equipment of any kind or description and is not intended to include portable appliances, portable fixtures or utilization equipment capable of being readily moved, where established practices or the condition of use make it necessary or convenient for it to be detached from its source of current by means of flexible cord and attachment plug, except for portable signs.

D. "Electrical technician, low-voltage" means a person engaged in the installation of sound systems, burglar alarms, fire alarm systems and other low voltage systems under ninety volts.

E. "Journeyman electrician" means a person having at least four years experience in the electrical wiring industry, with technical knowledge to wire, supervise, install and repair electrical apparatus and equipment for light, heat, power and other purposes, in accordance with the National Electrical Code, the electrical ordinance, and holding a current state journeyman's license.

F. "Master electrician" means a person having at least eight years practical experience in the electrical wiring industry, with technical knowledge to properly plan, lay out and supervise the physical installation and repair of wiring apparatus and equipment for electric light, heat, power and other purposes in accordance with the National Electrical Code, the electrical ordinance, and holding a current state master electrician's license.

(Ord. 7-90 § 1(6), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-4 (part))

15.07.080 License or registration required when—Fees to be set by ordinance.

A. A valid master's or journeyman's license of the proper category, or proper registration as an apprentice electrician, shall be required of any and all persons employed by an electrical contractor performing any electric wiring as defined in this chapter within the city limits, except as provided for in Sections 15.07.100 and 15.07.160. A further exception from the licensing requirements are provided for:

1. Installation by persons on their own property, if the property is not for immediate resale, and is allowed under Section 15.07.090;

2. Oilfield operations, railroads, petroleum refineries, mines and their appurtenant facilities;

3. A gas, electric or communication facility in the exercise of its function as a public utility, except as provided in subsections D and F of Section 15.07.040 and Section 15.07.110; and

4. Cable TV, AM or FM radio stations, television stations and related service, but not including premises wiring systems.

B. Subdivisions 1 through 4 of subsection A of this section shall not apply to anyone who contracts or subcontracts to or for any exempt person, partnership or corporation.

C. Licenses and fees are as required by the current licensing ordinance.

(Ord. 14-05 § 1 (part), 2005; Ord. 4-93 § 1 (part), 1993: Ord. 87-87 § 1 (part), 1987: prior code § 11-12)

15.07.090 Private work.

A. A permit to perform electrical work in or about his own residential property may be issued to the owner provided:

1. It is not a public place;

2. It is not a place of business;

3. It is not a place of worship; and

4. That all work therein shall be done with his own hands.

B. A permit is not required under this section for normal maintenance work required on any building, structure or residence. Normal maintenance shall mean the routine, reoccurring work required to keep a facility in such a condition that it may be utilized at its original or designed capacity and efficiency for its installed purpose. Any extensions to, or modification of, existing electrical circuitry shall require a permit.

(Ord. 7-90 § 1(7) 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-13)

15.07.100 Temporary work permit.

A temporary work permit may be issued upon presentation by the applicant of a temporary permit issued by the State Electrical Licensing Board. The fee for a temporary work permit is to be one-half of journeyman's fee, and is nonrenewable.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-14)

15.07.100 Plans and specifications.

A. Any person, firm, corporation, partnership, architect or builder is required, when drawing plans and specifications, to state in such plans and specifications the location and circuiting of all outlets. The location of the main distribution panel and service attachment point shall be approved by the city electrical inspector and a power company representative. All

electrical work shown on plans and incorporated in the specifications shall conform to this chapter.

B. Applicants for permits shall be required to furnish plans and specifications of the proposed work, as may be deemed necessary by the city electrical inspector, before a permit is issued. The city electrical inspector shall be notified of any revision or change orders prior to the implementation of any change. A copy of said change shall be filed with the city electrical inspector.

C. Equipment installed under Article 505 of the NEC shall only be installed under the direction of a registered licensed electrical engineer after the installation is approved by the city electrical inspector.

D. Voltage drop of all branch circuits, feeder circuits, control circuits and service entrance conductors shall be properly calculated. In no case shall voltage drop of conductors be such as to damage or prevent the operation of equipment that is properly attached to a circuit.

(Ord. 5-99 § 2, 1999; Ord. 6-96 § 1 (part), 1996; Ord. 87-87 § 1 (part), 1987: prior code § 11-10)

15.07.120 Certificate of approval—Issuance conditions.

When requested by the owner, a certificate of approval shall be issued by the city electrical inspector, provided all electrical work covered by a permit is completed to the satisfaction of the city electrical inspector. It is further provided, but not limited, that all plumbing, heating and ventilation, furnace work, gas fitting, telephone wiring and alarm systems which are to be installed, or to be made a part of the construction, must be in place before a certificate is granted.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-9)

15.07.130 Code provisions not to apply to prior existing lawful work.

No provision of this code shall be deemed to require a change in any portion of the electrical system, or any other work regulated by this code, in or on an existing building or lot, unless alteration, repair, remodel, or new construction work involves areas of an existing building, or when any such electrical system, or other work regulated by this code, is determined by the administrative authority to be dangerous, unsafe and a threat to life, health or property.

(Ord. 7-90 § 1(8), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-8(9))

15.07.140 Board of appeals—Interpretative authority.

All questions not provided for in this chapter or covered by the current National Electrical Code, pertaining to the installation of electrical wires and utilization equipment, and any questions that may arise concerning the interpretation of this chapter, shall be decided by the appeals board.

(Ord. 7-90 § 1(9), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-6)

15.07.150 Board of appeals—Designated.

The appeals board of the city shall serve as the board of appeals.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-5)

15.07.160 Violation—Penalty.

Any person, firm, partnership, corporation or other entity violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor, and the penalty for violation hereof shall be that set forth in Chapter 1.28 of this code.

(Ord. 7-90 § 1(10), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-15)

Article II. Installation Materials and Specifications

15.07.170 Compliance required.

All wiring within the corporate limits of the city shall be at all times installed in accordance with the requirements of the National Electrical Code (NFPA 70-2023 Edition). In the interest of safety and sound construction practice the following requirements, as set out in this article, are also to be adhered to.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(11), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2 (part))

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

15.07.180 Underwriters or other testing required.

All electrical materials, devices or appliances installed shall be listed or labeled by Underwriters Laboratories, Inc., or Factory Mutual Research Corporation or other nationally recognized testing agencies.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(11))

15.07.190 Ampere service requirements—New buildings and utility poles.

A. Requirements. All services installed within or on all new buildings, structures or utility poles, and all alterations in and additions to wiring in or on buildings now existing, shall be a minimum of one hundred twenty-five amperes when the computed load is not more than one hundred amperes. Where the computed minimum load exceeds one hundred amperes, the service size shall be increased by one hundred twenty-five percent. Wafer and tandem circuit breakers are not allowed on new construction. Basements shall be included when computing the square foot area of a building for the size of service required.

B. Exceptions.

1. Individual service, when approved by the city electrical inspector due to limitations of supply source or load requirements, shall not be smaller than three No. 6 A.W.G. conductors, when serving no more than three circuits.

2. For installations to supply limited loads of a single branch circuit, when approved by the city electrical inspector, the conductors shall not be smaller than the conductors of the branch circuit, and shall be a minimum of three No. 6 A.W.G. conductors.

3. Billboards with not more than a thirty-ampere computed load may be served by three No. 6 A.W.G. conductors.

4. For other installations and for temporary services on construction poles serving not more than two twenty-ampere, one-hundred-twenty-volt, circuits may be served by three No. 6 A.W.G. conductors. All one-hundred-twenty-volt, single-phase, fifteen-ampere and twenty-ampere receptacle outlets on construction sites shall have ground fault circuit interrupters. Two-hundred-thirty-volt outlets shall only be used for two-hundred-thirty-volt utilization equipment.

C. Protection of Ungrounded Conductors.

1. Protection of ungrounded conductors shall be provided by an overcurrent device in series with each ungrounded service conductor having a rating or setting not higher than the allowable ampacity of the conductor.

2. Where more than one and not more than six overcurrent devices provide the required protection for the ungrounded conductors, their total ampacity shall not exceed the allowable ampacity of the ungrounded conductor(s). Refer to Section 240.4(b) and (c) of the National Electrical Code for overcurrent protection of wire.

D. Services on manufactured (mobile) homes shall be allowed when all of the following requirements are met:

1. Service will be of the meter and exterior main type of no less than one hundred twenty-five amps.

2. The manufactured (mobile) home is owner-occupied and not located on leased property.

3. The smallest conductor in the manufactured (mobile) home is #12 copper wire.

4. The manufactured (mobile) home is permanently set on a foundation designed to meet all of the local jurisdiction's requirements.

(Ord. 16-08 § 2, 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 2 (part), 2002; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(12), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(6))

15.07.200 Wire size required—Aluminum conductors prohibited when.

No wires smaller than No. 12 A.W.G. copper shall be used in wiring nominal one hundred twenty volts or over within the corporate limits of the city, except for remote control circuits. No aluminum conductors smaller than No. 2 A.W.G. shall be used for wiring or services.

(Ord. 7-90 § 1(13), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(9))

15.07.210 Separate circuitry required when.

Separate circuits shall be provided for furnaces, ranges, dryers, dishwashers, disposals and any appliances exceeding fifty percent of the circuit capacity. Ranges, dryers, dishwashers, disposals and washing machines in residences may be cord-connected. Built-in ovens and cook-top units may be direct-wired with flexible conduit from a junction box not more than three feet away and the conductors shall have an ampacity equal to the branch circuit overcurrent protection device. All furnaces and boilers shall have overcurrent devices responsive to the motor current and shall be rated or selected to trip at not more than one hundred twenty-five percent of motor current. Range and dryer receptacles shall be three-pole, four-wire, when the branch circuit originates from a feeder panel.

A separate twenty-amp one-hundred-twenty-five-volt circuit shall be provided for each three-quarter or full bathroom in a dwelling and for every two half bathrooms in a dwelling. Where commercial non-dwelling bathrooms have outlets there shall be a separate twenty-amp one-hundred-twenty-five-volt circuit for every two bathrooms.

(Ord. 6-96 § 1 (part), 1996; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(10))

15.07.220 Raceways.

A. Metal raceways shall be used for electric power, light, heat and all wiring supplying ninety volts and over in all commercial, industrial or public types of buildings, and in buildings or any part of buildings whose use is changed from one and two family residential to any other use. Armored cable shall be permitted for use in commercial buildings, for branch circuits, and shall be required to have a copper equipment grounding conductor as an integral part from the factory.

B. Metal raceways are defined as galvanized rigid conduit (heavy-wall conduit) intermediate metal conduit, electrical metallic tubing (thin-wall conduit, metal molding, metal troughing, metal ducts, and flexible metallic conduit (as allowed by Section 15.07.230). Flexible metal conduit shall not be installed outdoors, exposed to weather.

C. Fiberduct, PVC or equivalent raceways may be installed underground, and in concrete slabs, in accordance with the National Electrical Code. PVC may be installed in corrosive atmospheres by special permission from the city electrical inspector.

D. PVC and electrical nonmetallic tubing (ENT) may be installed only in structures where combustible construction is allowed, including commercial and public buildings, with the following limitations:

   1. ENT may be installed in buildings of no more than three floors. ENT shall not be permitted for exposed work, high temperature areas or exposed to physical damage. All bends in runs of ENT shall count in the total degrees of bend, which shall not exceed three hundred sixty degrees between boxes.

   2. Bushings shall be installed when run in metal studs.

3. Metal plates of the proper type shall be used for protection of ENT, when run in wooden stud walls and unable to be run in the center of the stud.

4. Tie wire shall not be used as a strapping method for ENT. Article 362 of the National Electrical Code shall apply for other installation requirements.

5. PVC (rigid nonmetallic conduit) may be installed only in structures where combustible construction is allowed, and in accordance with Article 352 of the National Electrical Code, with the following limitations: PVC may be installed in slabs, and in buildings of no more than three floors. PVC shall not be permitted for exposed work (except as allowed by this section), high-temperature areas or exposed to physical damage. Short runs for protection of ground wires on exterior of buildings shall be permitted. All bends in runs of PVC shall count in the total degrees of bend, which shall not exceed three hundred sixty degrees between boxes. Metal plates of the proper type shall be used for protection of PVC when run in wooden stud walls and unable to be run in the center of the stud. Tie wire shall not be used as a strapping method for PVC.

E. All raceways installed below grade shall have approved expansion joints installed within one foot immediately above grade on each end. All underground raceways shall have a sleeve installed where passing through concrete or masonry. A junction box shall be sized and constructed to power company requirements and may be above ground or underground, but in no case shall junction boxes be smaller than twelve inches wide by eighteen inches high by six inches deep above ground or thirteen inches by twenty-four inches by eighteen inches deep underground. Meter bases that provide room for eighteen inches of slack within the meter base shall not be required to have a junction box.

(Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 2 (part), 2002; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(14), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(2))

15.07.230 Metal conduit or raceway required when.

All wiring exposed on the outside, or exposed on inside concrete or masonry walls of any building within the corporate limits of the city, shall be installed in a metal conduit or raceway system (rigid conduit, intermediate or electrical metallic tubing). All service entrance wires hereafter installed from the public utilities service drop conductors into the building or structure to be served, shall be in an approved metal conduit or raceway system (rigid conduit, intermediate or electrical metallic tubing) equipped at the outer end with a service head fitting. When a mast is required, it shall be at least two-inch galvanized rigid metal conduit. Service laterals may be installed with rigid nonmetallic conduit approved for the purpose. Service drop and lateral installation and meter location shall be in accordance with the power company specifications.

(Ord. 7-90 § 1(15), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(5))

15.07.240 Metallic tubing installment and coating requirements.

Electrical metallic tubing shall not be installed in contact with the earth, or in concrete at ground level or below. Rigid and intermediate conduits shall be PVC coated or taped, and coated

when buried or when subject to direct contact with earth. Rigid nonmetallic conduit approved for the purpose may be buried or installed in concrete.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(4))

15.07.250 Nonmetallic sheathed cable.

A. Reserved.

B. Exposed nonmetallic sheathed cable installed in accessible attics, unfinished garages and basements shall be routed either parallel or perpendicular to structural members and walls, protected from physical damage and avoiding proximity to sources of heat such as flues, ducts and hot water lines.

(Ord. 7-90 § 1(16), 1990: Ord. 87-87 § 1 (part), 1987: prior code §§ 11-2(3), (16); Ord. No. 16-24, 7-16-2024)

15.07.260 GFCI accessibility—Spa, hot tub disconnects.

A. All ground fault circuit interrupters shall be readily accessible; they shall not be installed in any attic, crawl space, behind panels or any other similar area, except for those outlets required for service of equipment in such areas.

B. An emergency switch or shutoff shall be located as required by Article 680.41, regardless of the type of occupancy. The emergency switch or shutoff shall be clearly labeled in an effective and permanent manner acceptable to the city electrical inspector.

(Ord. 8-02 § 2 (part), 2002; Ord. 5-99 § 3, 1999; Ord. 6-96 § 1 (part), 1996)

15.07.270 Service entrance switches.

Service entrance switches or any service distribution equipment, including branch circuit panels, shall not be installed within or have the only access through a bathroom, toilet room or clothes closet.

(Ord. 14-05 § 1 (part), 2005; Ord. 7-90 § 1(17), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(15))

15.07.280 Three-phase and single-phase panels.

A three-phase panel with one hundred twenty/two hundred forty volt, four-wire delta wiring shall not be permitted for use as a lighting and appliance panel. Separate panels shall be furnished for three-phase and single-phase loads.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(12))

15.07.290 Circuit breakers.

A. Back-fed main circuit breakers will not be permitted on main-lug-only panels used as service equipment.

B. Back-fed main circuit breakers that are factory installed in panels, or listed factory main breaker kits, will be permitted in residential services.

C. Back-fed main circuit breakers or plug in main lug devices that are back-fed shall be secured in place by an additional mechanical fastener that is approved for the purpose, whether the device is field or factory installed.

(Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(18), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(17))

15.07.300 Isolation circuits.

Orange shall only be used to designate the high leg on a delta service, or as required by Section 517.160 of the 2023 edition of the National Electrical Code, for isolation circuits. Orange shall be permitted in any building with no three-phase delta power or isolation circuits.

(Ord. 8-02 § 2 (part), 2002; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(24))

15.07.310 Grounding.

Equipment and service grounds will be rigidly inspected by the city electrical inspector, and inspection tags will not be attached to any installation which is not adequately grounded in accordance with the grounding requirements contained in the 2023 Edition of the National Electrical Code. The main system service ground shall be a minimum of No. 6 A.W.G. copper, and connected to the waterpipe on the street side of the water meter, if feasible, or to the nearest cold waterline. A minimum No. 6 A.W.G. copper bonding jumper shall be installed around the water meter. A minimum No. 6 A.W.G. copper bonding jumper shall be installed between the hot and cold water pipes on water heaters and water softeners (if applicable). Bonding requirements of services shall be determined by Article 250-28 of the 2023 edition of the National Electrical Code. All grounding electrode conductors shall be copper.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 §§ 1 (part), 4, 1999; Ord. 6-96 § 1 (part), 1996; Ord. 7-90 § 1(19), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(7); Ord. No. 10-23, 1, 7-5-2023)

(Ord. No. 17-20, § 1, 9-1-2020)

15.07.320 Load calculations.

Load calculations shall be provided to the city electrical inspector when derating the grounded conductors for a reduction in size and reducing it by more than one size.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(20))

15.07.330 Extension to existing facilities.

Where extensions are made to commercial or residential installations which have been originally wired in metal raceways, flexible metallic conduit (Green Field) of the type allowing

the pulling and withdrawing of wires when the conduit is in place may be used; providing existing circuits are adequate. Where extensions are made to residential installations which are originally wired in knob and tube, nonmetallic sheathed cable may be used for extension; providing existing circuits are adequate and provided that such building or structure is not of a commercial nature where metal raceways are required. Flexible metal conduit shall not be installed outdoors exposed to weather.

(Ord. 7-90 § 1(20), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(8))

15.07.340 Modular or prefabricated building requirements.

A. A modular or prefabricated building shall be inspected for conformance with this chapter, either by the city electrical inspector or by a certifying agency or authority acceptable to the city council. This modular or prefabricated building shall be inspected at the plant where being built or fabricated. The owner, builder or fabricator shall arrange with the city or a certifying agency for inspection, pay all required fees and, if approved, have the certifying agency furnish to the city electrical inspector written certification that the electrical wiring does conform to the requirements of this chapter.

B. The city electrical inspector shall inspect each building to determine the point of service attachment.

C. Any electrical wiring required to be done at the building erection site shall be in accordance with this chapter, including payment of permit fee to the city and inspection by the city electrical inspector.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(1))

15.07.350 Services for mobile homes and other approved service installations.

A. Where permanent overhead services are mounted on poles for serving mobile homes or other approved service installations, the pole shall be at least twenty feet long so that when buried, the top of the pole will be at least sixteen feet above the ground, and must not be less than five and one-half inches by five and one-half inches, if square, nor less than five and one-half inches in diameter at the top if round. The pole shall be either rot-resistant wood (redwood, cedar, hemlock, etc.) or treated to resist rot with penta, creosote, or other substances or methods approved by the city electrical inspector.

B. The method of identifying ungrounded conductors in buildings having two voltage systems shall be 277/480 — brown, orange, yellow; 120/208 — black, red, blue.

C. Single wide mobile homes may utilize a 100 amp service.

(Ord. 14-05 § 1 (part), 2005; Ord. 7-90 § 1(21), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(28))

15.07.360 Electric signs and outline lighting.

A. All electric signs and outline lighting shall be wired to comply with Article 600 of the 2023 Edition of the National Electrical Code. All new signs or outline lighting shall be inspected by the city electrical inspector prior to connection to any electrical supply source.

B. Portable electric signs shall have GFCI protection of the type approved for signs provided on the sign. Any portable sign without GFCI protection on the sign, shall have GFCI protection as an integral part of the supply cord to the sign, and be of the type approved for use with portable signs. Supply cords for portable signs shall be type S.O. cord, or equivalent, no longer than ten feet, sized for load, but not smaller than No. 14. Permits for connection of portable signs to outlets for power shall be applied for by the owner of the sign, the owner of the sign shall apply for the electrical permit for rented/leased signs.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(22), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(19))

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

15.07.370 TV satellite dish antennas.

Satellite TV reception dish antennas used for private TV reception shall be grounded with a No. 6 groundwire to the building's grounding electrode system. If the dish is more than fifty feet from the building, a five-eighths inch by eight foot ground rod shall be permitted.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(21))

15.07.380 Smoke and carbon monoxide detectors.

A. Smoke and carbon monoxide detectors shall be installed in all hotels, motels and residential dwellings as required by the current International Building Code and International Residential Code, as adopted by the city of Casper, and all smoke detectors shall be supplied by line voltage, with battery backup, in all new construction and as required by Sections 15.01.160, 15.02.150, and 15.02.160 of the Casper Municipal Code.

B. Number 14/2 and 14/3 nonmetallic cable shall be permitted for the wiring and interconnection of smoke and carbon monoxide detectors when used with a dedicated fifteen-amp branch circuit in one-family and two-family dwelling units.

(Ord. 16-08 § 3, 2008; Ord. 14-05 § 1 (part), 2005; Ord. 5-99 § 5, 1999; Ord. 6-96 § 1 (part), 1996: Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(23), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(14))

15.07.390 Temporary construction service.

Temporary construction service shall be located on the same side of the alley, street or driveway as the construction for which the service is required.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(18))

15.07.400 Temporary decorative lighting.

A. Temporary decorative lighting is exempt from this chapter and is the responsibility of the owner to maintain in safe operating condition.

B. Extension cords shall not be left attached to buildings or through windows or doors more than ninety days once a year for decorative lighting. (NEC 400-8.)

(Ord. 87-87 § 1 (part), 1987: prior code §§ 11-2(26), (27))

15.07.410 Carnivals, circuses, fairs, and similar events.

A. Electrical permits and inspections shall be obtained before any of the items included in Article 525 of the 2023 Edition of the National Electrical Code are open to the general public. The owner of the property on which the event takes place shall insure that all permits are obtained and operators/owners of the equipment have passed inspection before allowing that equipment to be operated on their property.

B. All International Building Code and National Electrical Code requirements shall be met and the following items are also required:

1. All rides and amusement attractions and structures shall have a certificate of inspection from an acceptable certified amusement ride inspector not more than sixty days prior to the opening of the amusement ride.

2. There shall also be a certificate from an acceptable testing agency that shall have passed all amusement rides with a magna flux or other nondestructive test as required by manufacture not more than six months prior to the opening of the amusement ride.

3. All cords and wiring laid on the ground shall be protected by mats that are listed and labeled by an approved testing agency for that purpose, or approved by the administrative authority.

4. Fees for inspection shall be as established by resolution of the city council.

5. Any repair or modification on site of items covered by this section shall be done by licensed electrical contractors.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996)

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

Chapter 15.08 SOLAR AND WIND ENERGY

15.08.010 Statutory authority.

The ordinance codified in this chapter was enacted pursuant to Section 34-22-105(b), Wyoming Statutes 1977, Republished Edition as amended, which provides for the establishment by local governments of permits systems for the use and application of solar energy.

(Ord. 16-83 Art. 1 § 1, 1983)

15.08.020 Title for citation.

The ordinance codified in this chapter may be cited as the "solar permit ordinance."

(Ord. 16-83 Art. 1 § 3, 1983)

15.08.030 Purpose of provisions.

The city recognizes that economic benefits may be derived for the people of the city from the use of solar energy, and this chapter is intended to encourage use of the same. It is the further intent of this chapter to provide a means for the balancing of the property rights of the citizens of Casper, and to provide a means of protection for the use of solar collectors without causing undue hardships on the rights of adjacent property owners.

(Ord. 16-83 Art. 1 § 2, 1983)

15.08.040 Definitions.

For the purposes of this chapter, the following words shall have the meanings respectively ascribed to them by this section:

A. "Board" means the Casper board of adjustment.

B. "Building official" means the chief building official of the City of Casper, or his designated representative.

C. "Community Development Director" means the community development director of the City of Casper.

D. "May" means permissive.

E. "New construction" means structures for which the start of construction commenced on or after the effective date of the ordinance codified in this chapter.

F. "Owner" means the person who holds a solar permit issued by the city manager in accordance with this chapter.

G. "Permittee" means a person who holds a solar permit issued by the city manager in accordance with this chapter.

H. "Person" means any person, partnership, corporation, association, governmental agency, estate, trust, two or more individuals having a joint or common interest in property, or any other recognized legal entity.

I. "Possessor of real property" means a person holding an interest in real property less than the fee simple interest, and who is entitled to take immediate possession or has possession of the property.

J. "Prior use" means any legal use of real property or appurtenances thereto made by the owner or possessor of such real property prior to the effective date of the ordinance codified in this chapter, or the date of application for a solar permit the granting of which may affect such legal use.

K. "Property line" means the legal boundary of any particularly described parcel of land under the ownership of an owner or possessor of real property.

L. "Shall" means mandatory.

M. "Solar collector" means one of the following, which is capable of collecting, storing or transmitting at least twenty-five thousand Btu's (British thermal units) on a clear winter solstice day:

1. A wall, clerestory or skylight window designed to transmit solar energy into a structure for heating purposes;
2. A greenhouse attached to another structure and designed to provide part of the heating load for the structure to which it is attached;
3. A trombe wall, "drum wall" or other wall or roof structural element designed to collect and transmit solar energy into a structure;
4. A photovoltaic collector designed to convert solar energy into electric energy;
5. A plate-type collector designed to heat air, water or other fluids for use in hot water or space heating, or for other applications; or
6. A massive structural element designed to collect solar energy and transmit it into internal spaces for heating.

N. "Solar permit" means an official document or certificate issued by the building official, establishing a solar right and/or the right to install the particular solar collector it describes, and which conforms to city ordinances and applicable state statutes.

O. "Solar right" means a property right to an unobstructed line-of-sight path from a solar collector to the sun, which permits radiation from the sun to impinge directly on the solar collector. The extent of the solar right shall be described by that illumination provided by the path of the sun on the winter solstice day which is put to a beneficial use or otherwise limited by this chapter or state statutes.

P. "Start of construction" means the date application is made for a building permit; or, in the event a building permit is not needed, the first placement of permanent construction of a structure on a site.

Q. "Structure" means that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

R. "Winter solstice day" means the solstice, on or about December 21st, which marks the beginning of winter in the northern hemisphere, and is the time when the sun reaches its southernmost point.

(Ord. 16-83 Art. 1 § 6, 1983)

15.08.050 Interpretation of provisions.

The provisions of this chapter shall be held to be minimum requirements to meet the intent expressed in Section 15.08.030. Where the provisions herein impose greater restrictions than those of any other ordinance or regulation, the provisions of this chapter shall prevail. Where the provisions of any other ordinance or regulation impose greater restrictions than those of this chapter, the provisions of such other ordinance or regulation shall prevail.

(Ord. 16-83 Art. 1 § 4, 1983)

15.08.060 Solar rights—Establishment and applicability.

From and after the effective date of the ordinance codified in this chapter, no solar rights shall be established or changed except in conformity with the provisions of this chapter. Solar rights may be established in conjunction with solar collectors for which a solar permit has been issued, as provided herein. Solar rights in existence prior to the effective date of the ordinance codified herein shall be limited to the terms of a solar permit issued for solar collectors, as provided herein; provided, however, that nothing in this chapter alters, amends, denies, impairs or modifies a solar right, lease, easement or contract right which has vested prior to said effective date. Solar rights established by a solar permit are limited to and defined by the solar permit, this chapter, and applicable state statutes.

(Ord. 16-83 Art. 1 § 5, 1983)

15.08.070 Permit—Application—Contents.

Any person desiring a solar permit authorized by this chapter shall apply to the community development department building official. The application shall be made upon a form prepared by the city, and the original and two copies shall be filed in the office of the community development director of the city, and shall contain the following items:

A. The name and address of the applicant;

B. The common address and legal description of the property on which the solar collector is located or proposed to be located;

C. The legal description of property immediately adjacent to the property on which the solar collector is to be located, which may be affected by solar rights granted under the permit, and the names and addresses of the record owners of such properties;

D. The present or proposed use of the structure to which the solar collector is attached, and the zoning of the applicant's property and adjacent properties;

E. The type or types of solar collectors, as defined in this chapter, for which the permit is sought;

F. A description of the collector surface, or that portion of the collector surface for which the solar permit is sought, such description to include the following items:

1. The dimensions of the collector surface,
2. The direction of orientation,
3. The height above ground level, and
4. The location of a collector on the solar user's property;

G. Be accompanied by plans, diagrams, computations and specifications and all other data, as required in Section 15.08.080 of this chapter.

(Ord. 16-83 Art. 2 § 1(A), 1983)

15.08.080 Permit—Application—Plans and specifications.

Plans and specifications shall be drawn to scale upon substantial paper, and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed, and show in detail that it will conform to the provisions of this chapter. The following plans shall be submitted with the application:

A. Plans for the proposed solar energy system shall be designed by a registered design professional and shall include the solar collector and any heat or energy storage and distribution facilities; such plans shall include calculations and the sum total as to collection and beneficial use of heat or energy, expressed in Btu's or Amperage per day, and shall include structural analysis for any structure on which a solar energy system is located;

B. A site plan, showing the following:

1. The boundaries of the parcel or parcels of land which either contain or are proposed to contain a solar collector, and all adjacent property the use of which may be affected by the solar right;
2. The names of the owners and/or the possessor of the real property for the parcels shown;
3. Where relevant to the solar permit requested, the topography of the land, location of structures, fixtures and vegetation in existence, or known by the applicant to be planned;
4. The horizontal and vertical dimensions of such structures, fixtures and vegetation;
5. The spatial and temporal boundaries of the solar rights to be established by the solar permit.

(Ord. 16-83 Art. 2 § 1(B), 1983)

15.08.090 Permit—For additions to existing system.

In the event a permittee desires to obtain a solar permit for a solar collection system for which a solar permit has been granted because of the addition of new solar collectors, he shall apply to the building official for a new solar permit and shall be required to comply with Sections 15.08.070 and 15.08.080 of this chapter.

(Ord. 16-83 Art. 2 § 1(C), 1983)

15.08.100 Permit—For existing solar collectors.

A. Any person who has a solar collector in existence and being beneficially used on the effective date of the ordinance codified in this chapter may apply for a solar permit, as provided in Sections 15.08.070 through 15.08.080 of this chapter. The applicant shall have the burden of proving to the satisfaction of the building official that the permit requested will not unreasonably or unnecessarily restrict the uses of neighboring property. The application shall further state the date upon which the solar collector was first beneficially used. Any permit granted for existing solar collectors shall define the beneficial use thereof, and the solar rights granted thereunder shall be limited to such beneficial use. The priority date for such solar rights shall be the first date the solar collector was beneficially used.

B. All persons who own a solar collector being beneficially used on the effective date of the ordinance codified in this chapter must apply within five years of such effective date; otherwise, the use of the solar collector shall be without priority.

(Ord. 16-83 Art. 2 § 2, 1983)

15.08.110 Permit—Application—Review and corrections.

A. Upon receipt of an application for a solar permit, it shall be the building official's duty to date the application and to make a record of receipt of the same in a suitable book in the office of the community development director. It shall be the building official's duty to examine all applications to ascertain that they contain all the necessary information required by this chapter.

B. If, upon examination, an application is found to be defective or incomplete, the building division shall return the application for correction by registered letter, with a return, reasons therefor, and the time allowed within which to make such corrections, which in all cases shall not be more than ninety days. A record of such return shall be made in the book kept for recording of the receipt of the applications. Upon receipt of a corrected application, the date of the return of the same shall also be entered in the book provided for receipt of applications.

C. If, at the expiration of time allowed within which to make corrections, the application has not been returned to the office of the engineering director with the corrections properly made, it shall be the duty of the building official to cancel the filings covered by such application, and the application shall be considered to be null and void.

D. The building official may, upon request by the applicant for good cause shown, grant extensions of time for making corrections.

(Ord. 16-83 Art. 2 § 6, 1983)

15.08.120 Permit and plan review—Fees.

Fees shall be established by resolution of the city council of the city of Casper, Wyoming.

(Ord. 16-83 Art. 2 § 5, 1983)

15.08.130 Permit—Form and contents.

A. The solar permit issued by the building official shall contain at the minimum a description of the solar collector surface to which the permit is granted; such description shall include the dimensions of the collector surface, the direction of orientation, the height above ground level, and the location of the collector on the solar user's property. The solar permit shall contain a statement that it is limited to the contents of the application on file with the community development office and approved by the building official.

B. The solar permit shall further contain a statement that the permit and all rights granted thereby shall be null and void and of no further effect unless the solar collector for which the permit is issued is put to beneficial use within two years of the date of the permit, and such use is certified as provided in Section 15.08.200 of this chapter. C. The solar permit shall be in a form which may be recorded in the office of the Natrona County clerk.

(Ord. 16-83 Art. 2 § 9, 1983)

15.08.140 Permit—Issuance conditions—Recordkeeping.

A. All applications which shall comply with the provisions of this chapter and with applicable state statutes shall be recorded in a suitable book kept for that purpose at the office of the community development director. It shall be the duty of the building official to approve all applications made in proper form, and which comply with the provisions of this chapter and of applicable state statutes. All applications received shall be approved, rejected or returned for correction as soon as reasonably possible, but in no event later than ninety days after receipt.

B. It shall be the duty of the building official to reject all applications, and refuse to issue a solar permit sought, for the following reasons:

1. The solar collector, or a portion thereof, will unreasonably or unnecessarily restrict uses of neighboring property;

2. The use by the owner of the solar collector for which the permit is sought will adversely affect the public health and safety;

3. The application is defective or incomplete, and the applicant has failed to make the necessary corrections within the time allowed;

4. The building official finds that the structure for which a solar permit is sought is not in fact a solar collector, as defined by this chapter;

5. The building official finds that the solar collector for which a permit is sought cannot be put to beneficial use within two years.

C. The refusal or approval of an application shall be endorsed on the same, and recorded in the office of the community development director. The applicant shall be notified of the acceptance or rejection and, if rejected, a copy of the application shall be returned to the applicant. Upon approval, the applicant shall be authorized to take all steps necessary to put the solar collector to beneficial use and perfect the solar right, as provided in Section 15.08.130 of this chapter. In such event the original and one copy of the application shall be returned to the applicant.

D. In the event an application is rejected, the applicant may appeal the decision of the building official to the appeals board, and during the pendency of the appeal all further action on the application shall be stayed.

(Ord. 16-83 Art. 2 § 7, 1983)

15.08.150 Applications to void permits.

A. An application shall be made to the building division by the owner or possessor of real property to whom a solar permit has been issued or transferred in accordance with state law, when such owner or possessor of real property desires to void, in whole or in part, such permit. The application shall identify the permit which is requested to be voided, and, in the event the person requesting the permit is not the person to whom the original permit was granted, the application shall be accompanied by an instrument or instruments showing that the applicant is the legal owner of the solar right. If the permit is to be voided only in part, the application shall specify with particularity that portion of the permit which is to be voided, and the city manager may require that the application shall show information required in Section 15.08.070 through 15.08.080 of this chapter. Upon partially voiding a solar permit, the building official shall issue an amended solar permit to the permittee.

B. No application to void a solar permit wholly or in part shall be granted if the granting of such application will injuriously affect the property rights of another person, unless such person consents to the granting of such application in writing.

C. The issuance of an amended solar permit shall not affect the priority of the original solar right granted and which is amended.

(Ord. 16-83 Art. 2 § 3, 1983)

15.08.160 Correction of errors in permits.

The building official is authorized, upon written petition of a permittee, to amend any solar permit, for the purpose of correcting errors or otherwise, when in his opinion such amendment appears desirable or necessary, provided that the amendment shall not have the effect of enlarging the solar right granted so that it will injuriously affect the property rights of an adjacent property owner. The building official may require any and all reasonable information necessary to make such determination. When any permit is corrected, as provided in this section, the building official shall issue a corrected solar permit to the permittee, and the issuance of the corrected permit shall not affect the priority of the permit originally issued.

(Ord. 16-83 Art. 2 § 4, 1983)

15.08.170 Location of solar collectors.

Solar collectors shall be located on the owner's property so as not to unreasonably or unnecessarily restrict the uses of neighboring property. No solar right attaches to a solar collector, or a portion of a solar collector, which would be shaded by a ten-foot wall located on the owner's property line on a winter solstice day, or to a building or structure located on adjacent property which is built before or after the issuance of a solar permit in accordance with the city's zoning ordinance.

(Ord. 4-89 § 2, 1989: Ord. 16-83 Art. 3 § 3, 1983)

15.08.180 Beneficial use policy.

Beneficial use shall be the basis, the measure and the limit of the solar right, except as may be otherwise provided by written contract, or as provided in this chapter, or the applicable state statutes. If the amount of solar energy which a solar user can beneficially use varies with the season of the year, then the extent of the solar right shall vary likewise. A solar right which is not applied to a beneficial use for a period of five years or more shall be deemed abandoned and without priority.

(Ord. 16-83 Art. 3 § 2, 1983)

15.08.190 Solar rights—Time restrictions and priority.

The solar right to radiation of the sun before nine a.m. or after three p.m., Mountain Standard Time, is de minimus, and may be infringed without compensation to the owner of the solar collector. Priority in time shall have the better right in disputes over the use of solar energy. The priority of new construction, with regard to interference in solar rights, shall vest as of the date the building permit for such construction is applied for.

(Ord. 16-83 Art. 3 § 1, 1983)

15.08.200 Solar rights—Vesting and certification.

A. Solar rights vest on the date which the building official grants the solar permit. The solar collector for which a solar permit has been granted shall be put to beneficial use within one hundred eighty (180) days of the date of the permit, except the building official may allow additional time upon request of the permittee to certify within one hundred eighty (180) days of the date of the permit to the building official, by sworn affidavit, that the solar collector for which the solar permit has been issued has been constructed and put to beneficial use in accordance with the solar permit.

B. Upon the receipt of the of sworn certification, the building official shall have the authority to inspect the solar collection system, including the solar collector, to assure that beneficial use is being made of the solar collector.

1. In the event that the building official does find that the solar collector is being beneficially used, he shall certify the solar right and its beneficial use, in writing, and deliver such certification to the permittee. Such certification shall be a form which may be recorded in the office of the county clerk.

2. In the event the building official finds that the solar collector for which the solar permit has been issued is not being beneficially used as provided in the solar permit and the application for a solar permit, he shall have the right to refuse to certify the solar right and its beneficial use.

3. In the event the building official refuses to certify the solar right and its beneficial use, as provided in this section, the permittee may appeal his decision to the appeals board, as provided in this chapter.

C. It shall be the duty and obligation of the permittee to record in the office of the county clerk the certification of the right and its beneficial use upon receipt of the same from the building official. When any solar right is certified, a record of the same shall be made in a book for that purpose in the office of the community development director.

D. In the event a permittee fails to put a solar collector to beneficial use within one hundred eighty (180) days after a permit is issued for such solar collector, or fails to certify the beneficial use as provided in this section, the permit and all rights granted shall be thereby null and void, and of no further force and effect.

(Ord. 16-83 Art. 2 § 10, 1983)

15.08.210 Solar rights—Recordation.

Upon the grant of a solar permit to a permittee, it shall be his obligation and duty to record the same in the office of the county clerk, and neither the building official nor the city shall have any obligation to assure that the permit is recorded. Upon the certification of the solar right and its beneficial use, it shall be the permittee's obligation to record the same.

(Ord. 16-83 Art. 2 § 11, 1983)

15.08.220 Photovoltaic and wind energy systems – Construction permitting and installation.

A. Solar photovoltaic and wind energy system permits:

1. Residential installations:

(a) Plans including the layout of the system and type of equipment being installed shall be submitted to the department for review and approval prior to the start of the project. The plans shall include a letter produced by a registered structural engineer certifying that all aspects of the system and structure(s) such as roof and/or wind loads will comply with the most recently adopted building codes.

(b) All photovoltaic and wind energy systems shall be required to have applicable building and electrical permits submitted to the department for review, approval, and issuance prior to the start of work.

(c) The rapid shutdown and service disconnect shall be located outside in a readily accessible location.

2. Commercial installations:

(a) Plans including the layout of the system and types of equipment being installed shall be submitted to the building official for review and approval prior to the start of the project.

(b) Photovoltaic and wind energy systems shall be designed by registered structural and electrical engineers certifying that all components comply with the most recently adopted building and electrical codes.

(c) All photovoltaic and wind energy systems shall be required to have applicable building and electrical permits submitted to the department for review, approval, and issuance prior to the start of work.

B. Solar and wind energy permits for solar photovoltaic and wind energy system permit and plan review fees shall be set as outlined in Section 15.08.120 of the Casper Municipal Code.

C. Solar photovoltaic and wind energy systems shall be installed according to the requirements set forth in the most recently adopted editions of the International Fire, International Building, International Residential, and NFPA 70 National Electrical Codes.

D. All grounding and bonding shall meet current requirements most recently adopted version of the NFPA 70 National Electrical Code.

E. All photovoltaic and/or wind energy systems shall be installed by City of Casper licensed electrical contractors.

15.08.230 Board of appeals—Establishment and organization.

The city board of appeals is established as an appeals board to hear all appeals from any decisions or interpretations of this chapter. The board shall consist of membership as provided in Section 15.11.220. The board shall have the power to hear and decide appeals when it is alleged there is error in any order, requirement, decision or determination made by the building official, when the same is made in accordance with this chapter or any amendments hereto. In exercising its powers, the board may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination, as necessary, and to that end has all the powers of the officer from whom the appeal is taken. The concurring vote of a majority of the duly appointed members of the board is necessary to reverse any order, requirement or decision of any official, or to decide in favor of the contestee on any matter which it is required to pass under this chapter.

(Ord. 16-83 Art. 4 § 1, 1983)

15.08.240 Right to appeal.

Any person aggrieved by an order, requirement, decision or determination of the building official, made in accordance with the provisions of this chapter, shall have the right to appeal to the board from the order, requirement, decision or determination made.

(Ord. 16-83 Art. 4 § 2, 1983)

15.08.250 Appeals—Procedure generally.

A. Notice of appeal of the building official's order, requirement, decision or determination shall be filed in the office of the community development director of the city within five working days of the date the contestee is notified in writing of the order, requirement, decision or determination of the building official. The filing of the notice of appeals stays all proceedings in furtherance of the action appealed from.

B. The written appeal shall be in a form substantially complying to the following:

1. A heading in the words "Before the Casper Board of Appeals of the City of Casper";
2. A caption reading: "Appeal of _____," giving the names of all contestants participating in the appeal;
3. A brief statement setting forth what legal rights or interests are affected by the order, requirement, decision or determination of the building official, as the same applies to each contestant;
4. A brief statement in ordinary and concise language of the specific order, requirement, decision or determination protested, together with any material facts claimed to support the contentions of the contestant;
5. A brief statement in ordinary and concise language of the relief sought, and the reasons why it is claimed the protested order, requirement, decision or determination should be reversed, modified or otherwise set aside;
6. Signatures of all parties named as contestants, and their official mailing addresses;
7. The verification, by declaration under penalty of perjury of at least one contestant, as to the truth of the matter stated in the notice of the appeal.

C. Upon the filing of the notice of appeal, the board shall be immediately notified, and the board shall fix a reasonable time and place for the hearing of the appeal. Such date shall be not less than ten days nor more than sixty days from the date the appeal was filed. Written notice of the time and place of the hearing shall be given at least ten days prior to the date of the hearing to each contestant by the secretary of the board, either by causing a copy of such notice to be delivered to the contestant personally, or by mailing a copy thereof, postage prepaid, addressed to the contestee at his address shown on the appeal. The notice shall include a statement of:

1. The time, place and nature of the hearing;
2. The legal authority and jurisdiction under which the hearing is to be held;
3. The particular section or sections of this chapter involved;
4. A short and plain statement of the matters asserted.

D. All appeals to the board shall be considered contested cases, and shall be conducted in accordance with the Wyoming Administrative Procedure Act.

(Ord. 16-83 Art. 4 § 3, 1983)

15.08.260 Appeals—Scope of hearings.

Only those matters or issues specifically raised by the contestants shall be considered in the hearing of the appeal.

(Ord. 16-83 Art. 4 § 5, 1983)

15.08.270 Effect of failure to appeal.

Failure of any person to file an appeal in accordance with the provisions of Sections 15.08.240 through 15.08.250 of this chapter shall constitute a waiver of his right to an administrative hearing and adjudication of the order, requirement, decision or determination, or any portion thereof, and the order, requirement, decision or determination shall become final. Such person shall have no further rights to appeal.

(Ord. 16-83 Art. 4 § 4, 1983)

Chapter 15.09 INTERNATIONAL FIRE CODE

15.09.010 Adoption of the international fire code.

Pursuant to the authority granted by W.S. Section 15-1-119, as amended, there is adopted by the city, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain code known as the International Fire Code, published by the International Code Council being particularly the 2024 Edition thereof, including B, C, D, E, F, G, H, and I, save and except such portions are hereinafter deleted, modified, or amended by Sections 15.09.090 through 15.09.130 of this chapter, hereinafter referred to as the International Fire Code. A copy of the International Fire Code is on file in the office of the city clerk and the office of the fire chief of the city.

(Ord. 30-07 § 1, 2007; Ord. 15-04 § 2, 2004: Ord. 10-98 § 1, 1998; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 1, 11-20-2012; Ord. No. 26-15, § 1, 11-3-2015; Ord. No. 15-18, § 1, 7-17-2018; Ord. No. 11-19, 6-4-2019; Ord. No. 23-21, § 1, 8-17-2021; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.020 Establishment and duties of community risk reduction division.

A. The International Fire Code shall be enforced by the community risk reduction division of the Casper Fire Department, which shall be operated under the supervision of the fire chief.

B. The chief in charge of the community risk reduction division shall be appointed by the city manager after consulting with the fire chief.

C. The fire chief of the city may detail such members of the fire department as inspectors as shall, from time to time, be necessary. The fire chief shall recommend to the city manager the employment of technical inspectors to assist the chief of the community risk reduction division.

(Ord. 15-04 § 3, 2004: Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 2, 11-20-2012; Ord. No. 26-15, § 2, 11-3-2015; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.030 Definitions.

A. Whenever the word "jurisdiction" is used in the International Fire Code, it shall be held to mean the city of Casper, Wyoming, and such city-owned property outside the city limits upon which the International Fire Code is made applicable.

B. Whenever the term “Fire Code Official” is used in the International Fire Code or this Municipal Code, it shall be held to mean any member of the Casper fire-EMS Department Community Risk Reduction Division, the Fire Chief, or his designee.

(Ord. 15-04 § 4, 2004; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.040 Fire permit issuance.

A. A property owner or the owner’s authorized agent who intends to conduct an operation or business, or install or modify systems and equipment that are regulated by the most recent version of the International Fire Code Section 105, adopted by the jurisdiction in its entirety, or to cause any such work to be performed, shall first make application to the Casper Fire-EMS Community Risk Reduction Division and obtain the required permit(s).

B. No fire permits shall be issued for a building on any non-platted property in the city except upon written application with complete plans showing in detail all proper approaches to streets, alleys and upon deeding such streets and alleys and approaches to the city, and after acceptance of streets and alleys and approaches, by vote of the city council.

C. No fire permits will be issued except when a site plan has been submitted and approved in accordance with requirements of Title 17, zoning, of this code; except that, in lieu of site plan approval, the city engineer may, upon written request of the applicant, waive the site plan requirement based on a determination by the city engineer that all necessary site improvements are existing and will not be altered by the proposed construction. Consideration of site improvements will include drainage control, traffic control, driveways, curb and gutter, sidewalks and street features. In the event a site plan is not required, the city engineer will issue a letter waving the site plan requirement.

D. Financial surety must be provided for any off-site improvements, on-site drainage improvements and other improvements required in accordance with the approved site plan provided under subsection B of this section. Financial surety shall be as required under Section 16.28.070, financial surety. No fire permit may be issued prior to receipt by the city of any required financial surety.

E. The Fire Code Official shall examine or cause to be examined applications for permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of pertinent laws and this Municipal Code, the Fire Code Official shall reject such application in writing, stating the

reasons therefor. If the Fire Code Official is satisfied that the proposed work or operation conforms to the requirements of the most recent version of the International Fire code Section 105 adopted by the jurisdiction and the laws and ordinances applicable thereto, the Fire Code Official shall issue a permit therefore as soon as practical.

15.09.050 Permits required.

A. A permit shall constitute permission to maintain, store or handle materials; or to conduct processes that produce conditions hazardous to life or property; or to install equipment utilized in connection with such activities; or to install or modify any fire protection system or equipment or any other construction, equipment installation or modification in accordance with the provisions of the most recent version of the International Fire Code adopted by the jurisdiction where a permit is required by Sections 105.5 and 105.6. Such permission shall not be construed as authority to violate, cancel or set aside any of the provisions of this code or other applicable regulations or laws recognized by the City of Casper and the State of Wyoming.

1. Operational Permits

A. The Fire Code Official is authorized to issue operational permits for the operations set forth in sections 105.5 in the most recent version International Fire Code as adopted by the jurisdiction.

B. A separate permit shall be obtained for each applicable operation as required by the most recent adopted version of the International Fire Code.

C. Failure to obtain a permit prior to the commencement of the operation shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars (750$) than the original permit fee.

D.

2. Construction Permits

A. The Fire Code Official is authorized to issue construction permits for the operations set forth in the most recent version of the International Fire Code adopted Section 105.6 adopted by the jurisdiction.

B. A separate permit shall be obtained for each building, structure and/or life safety system.

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

E. Owners of commercial buildings may act as the construction manager for new construction, additions, remodels, major repair, and other types of work that are not minor in nature. Owners/construction managers are required to have licensed contractors who are licensed in the field in which they are working.

15.09.060. Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Fire Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Fire Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred eighty days. Before such work can be recommended, a new permit shall be first obtained.

15.09.070 Fees—.Fire Permits, Inspections and CRR Fee's

Fees shall be established by resolution of the city council of the city of Casper, Wyoming.

(Ord. No. 17-24, 8-20-2024)

15.09.080 Signature of registered engineer or architect required.

No permit will be issued or plan review undertaken for a building or structure which requires fire protection through the most recent version of the International Fire, Building, or Existing Building Codes adopted by the jurisdiction, unless the plans and specifications for such building or structure bear the signature of a registered design professional licensed by the state of Wyoming to practice as such. Plans for all Life Safety Systems shall bear the signature of a NICET registered design professional Level III or IV; or a registered design professional licensed in the related discipline by the State of Wyoming to practice as such.

15.09.090 Establishment of limits of districts in which storage of flammable or combustible liquids in outside aboveground tanks is to be prohibited.

The limits referred to in Section 5704.2.9.6.1 of the International Fire Code in which storage of flammable or combustible liquids in outside aboveground tanks is prohibited, shall apply in all areas within the jurisdiction.

EXCEPTION: Outside aboveground tanks which are located within a special enclosure, as described in Section 2306.2.6, or equivalent are permitted.

(Ord. 15-04 § 5, 2004; Ord. 10-98 § 2, 1998: Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 3, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.100 Establishments of limits in which bulk storage of liquefied petroleum gases is to be restricted.

The limits referred to in Section 6104.2 of the International Fire Code in which bulk storage liquefied petroleum gas is restricted, are all areas within the jurisdiction.

(Ord. 15-04 § 6, 2004; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 4, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.110 Establishment of limits of districts in which storage of explosives and blasting agents is to be prohibited.

The limits referred to in Section 5604 of the International Fire Code, in which storage of explosives and blasting agents is prohibited, shall apply in all areas within the jurisdiction.

(Ord. 15-04 § 7, 2004; Ord. 10-98 § 3 (part), 1998)

(Ord. No. 29-12, § 5, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.120 Establishment of limits of districts in which the storage of hazardous materials is to be prohibited or limited.

The limits referred to in Section 5001 of the International Fire Code in which the storage of hazardous materials is prohibited or limited, are established as follows: Quantities in excess of the amounts as listed in Tables 5003.1.1(1), (2), (3) and (4) shall only be allowed in the general industrial zone (M-2) of the jurisdiction.

(Ord. 10-98 § 6 (part), 1998)

(Ord. No. 29-12, § 6, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.130 Amendments made in the International Fire Code.

The following sections of the International Fire Code are deleted, modified, or amended in the following respects:

A. Chapter 113.3 is deleted and replaced as follows:

Chapter 113.3. The fire chief or his designee shall have authority to issue a written citation containing a notice to appear in Municipal Court to any person, who said fire chief, or his designee has probable cause to believe is committing a violation of any of the terms of this code.

B. Chapter 105 Permits

Any fees associated with the issuance of permits shall be established by resolution of the city council.

Underground Hydrostatic Test: Casper Fire-EMS CRR Division requires a construction permit for a 2-hour hydrostatic acceptance test of fire lines. Permit fee to be determined by City Council Resolution.

C. Section 903.2 is amended to add the following:

An automatic fire sprinkler system shall be installed when the fire flow requirements exceed 2500 gallons per minute, as determined by Appendix B, International Fire Code, 2024 Edition.

D. Section 905.2 is amended as follows:

Installation Standard. Standpipe systems shall be installed in accordance with this section and NFPA 14. Fire Department connections for standpipe systems shall be in accordance with section 912. The periodic inspection, testing and maintenance of standpipe systems shall comply with NFPA 25.

E.Section 5704.1 is amended as follows:

Section 5704.1 General.

1. Outside portable container storage of permitted flammable and combustible liquids shall only be allowed in the general industrial (M-2) zone of the jurisdiction.
2. Portable tank storage is prohibited.

EXCEPTIONS:

1. Portable tanks which are located within a special enclosure as described in Section 2306.2.6, or equivalent are permitted.
2. Temporary storage of flammable and combustible liquids used at construction sites.
3. Permits for portable tanks are to be issued only after inspection and approval by the division chief of the community risk reduction division and pursuant to Section 105.

(Ord. 30-07 § 2, 2007; Ord. 15-04 § 11, 2004: Ord. 10-98 §§ 4 (part), 7—10, 1998; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, §§ 7—10, 11-20-2012; Ord. No. 26-15, § 1, 11-3-2015; Ord. No. 11-19, 6-4-2019; Ord. No. 23-21, §§ 2, 3, 8-17-2021; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.140 Nuisance fire alarms.

A. Time Periods. For the purpose of determining the time periods imposed by this section, nuisance alarms, as defined by the International Fire Code 2024 edition, shall be dated from the day of their occurrence.

B. Registered Systems. Alarm systems registered with the city finance department or Casper Fire-EMS Department shall be defined as registered systems.

C. First Response. Casper Fire-EMS response to premises with a registered system at which no other nuisance alarms have occurred within the same calendar year shall be referred to as a

"first response." No penalty or administrative sanction shall be imposed by any first response. However, non-registered systems are subject to penalties in Article 4 upon first response and all subsequent responses.

D. Third and Subsequent Response—Civil Penalty. When three or more nuisance alarms have occurred at any premises in any calendar year, the owner shall have committed the infraction of a "repetitive nuisance alarm." The civil penalty for a third and succeeding nuisance alarm in any calendar year shall be five hundred dollars per occurrence, in addition to any fees imposed pursuant to Section 15.09.180. Any nuisance alarm which results from a failure to take required corrective action to prevent such recurrence after notice thereof by the community risk reduction division and/or any nonpayment of any nuisance alarm penalty may result in the community risk reduction division providing written notice ordering the disconnection of such alarm until the required corrective action or payment of penalty has been made; provided, however, that no disconnection shall be ordered on any premises required by law to have an alarm system in operation.

E. Notice of Violation.

1. Responsibility for Issuance. The community risk reduction division shall be responsible for the issuance of written notices of infraction to the owner following the second and each succeeding nuisance alarm in any calendar month. The community risk reduction division shall notify the city finance department of the amount of penalties to be collected. The City of Casper Finance Department shall collect such penalties.

2. Waive Imposition. In the event the community risk reduction division determines that the nuisance alarm(s) occurred as a direct result of an interruption of electrical power, telephone system malfunction, an alarm equipment malfunction, or other causes beyond the control of the owner, the community risk reduction division may waive imposition of the applicable nuisance alarm penalty or administrative sanction.

(Ord. No. 10-14, § 1, 6-3-2014; Ord. No. 26-15, § 1, 11-3-2015; Ord. No. 23-21, § 4, 8-17-2021; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.140 Appeals.

Whenever the fire chief or his designee disapproves an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the code do not apply or that the true intent and meaning of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the fire chief to the Wyoming Council on Fire Protection and Electrical Safety within thirty days from the date of the decision appealed.

(Ord. 15-04 § 12, 2004; Ord. 10-98 § 5 (part), 1998; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 11, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.160 New materials, processes or occupancies which may require permits.

The city manager, the fire chief, and the chief of the community risk reduction division shall act as a committee to determine and specify, after giving affected persons an opportunity to be

heard, any new materials, processes, or occupancies, which shall require permits, in addition to those now enumerated in said code. The chief of the community risk reduction division shall make available such lists of permitted materials, processes, or occupancies in and distribute copies thereof to interested persons upon request.

(Ord. 15-04 § 13, 2004; Ord. 10-98 § 6 (part), 1998; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 12, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.170 Self inspection program.

A. Establishment of Self Inspection Program. The city hereby establishes a Self-Inspection Program for the purpose of maintaining functions necessary for fire prevention.

B. *Classification of Commercial Occupancies Eligible to Participate.* Commercial occupancies with a classification and use that are eligible to participate in the self inspection program are "Business Group B", "Factory Industrial Group F2 (Low Hazard)" and Storage Group S2 (Low Hazard) as defined by the International Building Code and adopted by this chapter of the Casper Municipal Code, shall be eligible to participate in the self inspection program.

C. Frequency of Inspections.

1. Self-Inspections. Self-Inspections, performed by the business owner, manager, occupant or other duly authorized person shall be completed annually by December 31st of each year.

2. On-Site Inspections. On-site inspections by Casper fire personnel, absent exigent circumstances or public health and safety concerns, will be performed on a rotational basis averaging no more often than once every three years. Inspections may also be performed if an International Fire Code violation is reported or if the fire department inspector has a reasonable suspicion that a violation exists.

D. *Compliance.*

1. The fire department shall deliver, in person, by certified mail or verified electronic delivery on an annual basis, its most current "Self-Inspection Packet" which shall be periodically approved by the fire chief, or his designee, to each registered occupancy identified under Section 15.40.105 B. within the city limits.

2. The owner, manager, occupant or other duly authorized person of said occupancy must complete the questions within the self-inspection packet and return the self-inspection form within thirty days from the date of issuance by mail or by electronic submission designated by the fire chief, or his designee. The fire chief, or his designee, as soon as practicable after receipt of the self-inspection form, shall issue the owner, manager, or occupant of said occupancy with a letter which shall contain the following:

a. A notice that the self-inspection is complete, and no corrections or violations have been noted; or

b. A notice that provides details of any violations or deficiencies that were self-reported and timelines to complete any necessary corrective action(s).

E. Enforcement.

1. Any owner or occupant of a business, commercial or industrial facility qualifying for the self inspection program but elects not to enroll or fails to successfully complete the self-inspection as requested by the fire chief, or his designee, in accordance with the procedures established herein, shall be charged a service fee for the fire code official or designee to perform each inspection.
2. The amount charged for service fees for fire inspections performed by the fire chief, or his designee, to check compliance with this code and the International Fire Code, shall be set by resolution of the governing body. Non-payment of service fees is a violation of this chapter and the city may pursue any available legal remedies.
3. All violations or deficiencies identified on a property from the self-inspection shall be corrected by occupant within thirty days. If correction(s) cannot feasibly be made within thirty days, the occupant shall provide written notice of impracticability and the reasons therefor to the fire chief for review. Then, if approved, the occupant shall proceed with corrections within a timeframe determined by the fire chief or his designee. The fire chief, or his designee, also has the right to shorten any timeframe to complete corrections when serious public health, safety and welfare concerns exist.

F. Registration Required, Contents.

1. Any owner or occupant of a business, commercial or industrial facility eligible for the self inspection program, is required to register with the Casper fire department Community Risk Reduction division.
2. The registration form/application shall include the following:
    a. Name, address, telephone number and email;
    b. Emergency contact information;
    c. Business type.

(Ord. No. 8-24, 5-7-2024)

15.09.190 Elevator Maintenance and Testing Records

A. Record Maintenance Required.

The owner, operator, or person responsible for any building containing an elevator, escalator, moving walk, or other conveyance regulated by applicable codes and standards shall maintain records of all inspections, testing, maintenance, repairs, alterations, and impairments required by law.

B. Electronic Submission of Records.

Annual inspection reports, fire service recall testing reports, Phase I and Phase II firefighter emergency operation testing records, maintenance control program records, impairment notices, and other documentation required by the Fire Code Official shall be submitted electronically through the City of Casper Fire-EMS Department Approved Records Management System or other platform approved by the Fire Code Official.

C. Submission Timeframe.

Required records shall be submitted within thirty (30) days of completion of the inspection, test, maintenance activity, repair, or alteration, unless otherwise directed by the Fire Code Official.

D. Availability of Records.

Elevator maintenance and testing records shall be maintained on-site or made readily accessible to the Fire Code Official upon request and shall be retained for the period required by the applicable adopted code or standard.

E. Impairments.

Any condition that renders an elevator's firefighter emergency operation features inoperative, or otherwise affects emergency responder use of the elevator, shall be reported to the Fire Department without delay and documented through the City's approved records management system.

F. Violation.

Failure to maintain or submit required records shall constitute a violation of this code and shall be subject to enforcement action as provided herein.

15.09.180 Penalties.

Any person who shall violate any of the provisions of this code or fail to comply herewith or who shall violate or fail to comply with any order made thereunder, or who shall build in violation of any detailed statement of specifications as plans submitted and approved hereunder, and from which no appeal has been taken, or who shall fail to comply with such an order as affirmed or modified by the Wyoming Council on Fire Prevention and Electrical Safety, or by a court of competent jurisdiction within the time fixed herein shall be severally, for each and every such violation and non-compliance, respectively, be guilty of a misdemeanor and the penalty for violation hereof shall be that set forth in Chapter 1.28 of this code. Address Uniform Fire Code in section 1.28.010 and violations listed.

(Ord. 15-04 § 14, 2004; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 11, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 17-24, 8-20-2024)

Chapter 15.10 BUILDING PERMIT AND CERTIFICATE OF OCCUPANCY ISSUANCE

15.10.010 Purpose of chapter provisions.

The purpose of the provisions set out in this chapter is to regulate and control the issuance of building permits within the city, and to require final inspections prior to the issuance of occupancy permits for all structures.

(Ord. 18-83 § 1, 1983)

15.10.020 Definitions.

The following words and phrases, when used in this chapter, shall for the purpose of this article have the meanings respectively ascribed as follows:

A. "All-weather roadway" means a standard street section constructed in accordance with city ordinances and standards for construction of streets, excluding the required asphalt surfacing.

B. "City" means the city of Casper, Wyoming.

C. "City engineer" means the city engineer or his designated representative.

D. "Construction phase" means a particular area of construction activity, or planned construction activity, within a platted subdivision.

E. "CPU" means Casper public utilities.

F. "Curb stop" means a valve or other device located on individual water service connections to a publicly owned water main for the purpose of regulating the flow of water from the main to the individual customer.

G. "Final plumbing inspection" means the final inspection of plumbing in a structure, required by city ordinances regulating construction and inspection of plumbing.

H. "Foundation permit" means a permit issued by the engineering director for the construction of a building foundation only.

I. "Off-site improvements" means all public improvements required by city ordinances to be constructed upon publicly dedicated streets and rights-of-way, including but not limited to streets, sanitary sewers, water mains, storm sewers, curbs, gutters and sidewalks.

J. “Owner” means any person firm, corporation, or agent having a legal or equitable interest in the property. The term “owner” may extend to a tenant, lessee, or employee of the actual owner regarding repairs, alterations, additions, or improvements of a commercial structure. The actual owner must provide written authorization with the permit application for an alternate “owner” to perform work on the structure and be approved by the Building Official.

K. "Person" means any individual person, partnership, corporation, association, governmental agency, estate, trust, or two or more individual persons having a joint or common interest in property.

L. "Subdivision" means an area of land within the city divided into lots, tracts or parcels, and for which a subdivision plat has been approved by the city in accordance with city ordinances, and recorded in the office of the Natrona County clerk.

M. "Subdivision agreement" means an agreement between the person or persons who own land comprising a subdivision and the city, the purpose of which is to insure completion of public improvements within the subdivision, and which is required by Section 16.28.040 and other pertinent provisions of this code.

(Ord. 18-00 § 2, 2000; Ord. 6-89 § 2, 1989; Ord. 18-83 § 2, 1983)

15.10.030 Building and foundation permits—Issuance conditions.

No building permit or foundation permit may be issued by the building division prior to completion of all off-site improvements in any city subdivision, except as follows. A foundation or building permit may be issued under the following conditions:

A. A foundation permit, including construction of necessary underground utility connections, including but not limited to water, sewer, natural gas and electricity, may be issued upon commencement of construction of off-site improvements in any subdivision or construction phase of a subdivision.

B. A building permit for the completion of any building may be issued upon completion of all-weather roadways, acceptance of the public water and sewer mains and appurtenant facilities, and payment of all required fees, including connection charges for connection to the water and sewer mains in a subdivision, or construction phase of a subdivision.

(Ord. 18-83 § 3, 1983)

15.10.040 Occupancy permit conditions.

A. No person shall occupy a building for which a building permit is required, prior to obtaining an occupancy permit for the building. An occupancy permit may be issued upon completion of a final inspection of a building, as required by city ordinances, and upon completion of all off-site improvements in a subdivision or construction phase of a subdivision, and upon compliance with all city ordinances, except as provided in subsection B of this section. Upon completion of the final plumbing inspection as required by city ordinance for any structure for which a building permit has been issued, the person making such inspection shall shut off water service to the building at the curb stop, and lock the same. The person to whom the building permit is issued is required to notify and request a final plumbing inspection upon completion of the plumbing and prior to occupancy of the building. At the time of issuance of any occupancy permit, water service shall be turned on to the building for which the occupancy permit is issued, and any lock on the curb stop for such water service shall be removed.

B. Occupancy permits may be issued upon completion of a building for which a building permit is issued prior to November 15th, and prior to completion of off-site improvements from the period between November 15th to March 1st, under the following conditions:

1. All-weather roadways in the subdivision, or in a construction phase of a subdivision, must be completed and approved by the city engineer and CPU. Such all-weather roadways shall, at a minimum, provide access to and be immediately adjacent to the property and building for which an occupancy permit is issued. The all-weather roadway shall be constructed so that an acceptable base material is placed to the lip of the gutters. All curb stops, manholes and other appurtenances shall be protected in a manner approved by the city engineer.
2. The person responsible by city ordinance and applicable subdivision agreement for completion of off-site improvements shall notify the city engineer on or before October 15th of his intention to construct or use all-weather roadways during the period of November 15th to March 1st. Such all-weather roadways shall be completed to the satisfaction of the city engineer prior to November 15th.
3. In addition, such person must submit for approval by the city engineer, a plan for maintenance of the all-weather roadways including, but not limited to, the equipment to be used in such maintenance, a specific person who will be responsible directly for the supervision and actual maintenance of the all-weather roadways, including addresses and phone numbers, and provisions for protecting improvements located in the all-weather roadways, including but not limited to manholes, valve boxes, curb stops, curb, gutter and sidewalk.
4. The owner/subdivider is obligated to maintain the improvements during the period between November 15th to March 1st. Providing that the owner/subdivider immediately installs traffic controls to prevent hazards associated with a deficiency, the owner/subdivider shall have one week from the time it is notified of a deficiency to correct the deficiency. The city shall have the right, in the event the owner/subdivider does not perform maintenance and construction obligations in accordance with the plans submitted to the city engineer within one week of the time the owner/subdivider is notified of a deficiency, to complete maintenance and construction of off-site improvements, using the financial surety deposited in accordance with Section 16.28.070. The city may perform the necessary construction by itself or by using third parties. The city may collect any amount over and above the amount provided for, in the event the financial surety deposit is insufficient to pay for the city's costs in maintaining or constructing the improvements. In the event the financial surety deposit is insufficient to pay the city's costs; the city may also collect, and the owner/subdivider shall be responsible for, any attorneys fees, costs and expenses incurred by the city in collecting such amounts. In addition, the owner/subdivider shall enter into a hold harmless agreement with the city, upon a form prepared by the city prior to beginning any improvements.
5. As of March 1st, weather conditions permitting, any person responsible for completion of off-site improvements in a subdivision in which occupancy permits have been issued under this section, shall commence and complete construction of all off-site improvements.

(Ord. 18-00 §§ 3, 4, 2000; Ord. 10-91 § 3(mm), 1991; Ord. 18-83 § 4, 1983)

15.10.050 Violation of chapter—Penalty.

A. Any person who violates any of the provisions of this chapter shall be deemed guilty of a misdemeanor, and shall be punished as provided in Chapter 1.28 of the Casper Municipal Code.

B. In addition, any building contractor who has been licensed by the city who violates any of the terms of this chapter may have his building contractor's license suspended or revoked.

(Ord. 18-83 § 5, 1983)

Ch. 15.11 BOARD OF APPEALS, CONTRACTOR LICENSING, AND VIOLATIONS AND DISCIPLINARY ACTIONS[5]

15.11.010 Purpose.

The purpose of this chapter is to regulate and control the issuance of building permits within the city to licensed contractors; to provide for the various classifications of contractors; and to require strict adherence to the various codes and ordinances of the city relative to building construction, alteration, and repair.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.020 Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

1. "Administrative authority" means the City Manager or an authorized representative.
2. "Affidavit" means a properly notarized written statement from former employers, governmental entities, or firm representatives which will corroborate the number of years claimed to have been worked at the trade. This statement must describe the work performed and be written on the firm stationery or on an affidavit furnished by the authority having jurisdiction.
3. "Board" means the board of appeals as set forth by this chapter.
4. "Building contractor" means a person who builds, constructs, alters, repairs, adds to or demolishes a building or structure for a fixed sum, price, fee, percentage or other compensation, and for which a permit is required.

[5]Ord. No. 22-23, § 2, adopted Dec. 19, 2023, repealed the former Ch. 15.12., §§ 15.12.010—15.12.220, and enacted a new Ch. 15.12 as set out herein. The former Art. X pertained to board of examiners and appeals, and contractor licensing and derived from Ord. 6-91(part), adopted 1991; Ord. 7-03 §§ 1, 2, adopted 2003; Ord. No. 5-16, § 1, adopted April 5, 2016.

5. “Cellular communications contractor” means any person who contracts or offers to contract for another ‘the planning, laying out, supervising and installing, or the making of additions, alterations and repairs in the installation or wiring of apparatus and equipment for cellular communications. Such contractor shall hold a current state electrical contractor’s license and be, or employ, a master electrician. Any person who only plans or designs cellular communication installations need not be classed as a cellular communications contractor.

6. "Commercial building" means a structure intended to be used for the exchange of goods and/or services, office facilities, warehousing or other commercial purpose.

7. “Concrete contractor, flatwork” means a person who performs work related to concrete construction involving flatwork such as driveways, floors, sidewalks, slabs, and monolithic slabs.

8. “Concrete contractor, general” means a person who performs work related to concrete construction involving flat work, foundations, structural concrete, and retaining walls.

9. "Demolition contractor" means a person who demolishes or removes a building or structure for which a permit is required and receives compensation for such services.

10. "Department" means the city building inspection division.

11. “Drywall contractor” means a person who installs, alters, or repairs drywall and drywall related components in residential and commercial construction.

12. "Electrical contractor" means any person who contracts or offers to contract for another 'the planning, laying out, supervising and installing, or the making of additions, alterations and repairs in the installation or wiring of apparatus and equipment for electric light, heat and power. Such contractor shall hold a current state electrical contractor's license and be, or employ, a master electrician. Any person who only plans or designs electrical installations need not be classed as an electrical contractor.

13. "Electrical technician, low-voltage" means a person engaged in the installation of sound systems, burglar alarms, fire alarm systems and other low voltage systems under ninety volts.

14. "Electrical wiring" means the fixed installation of electrical wires, appliances, fixtures or utilization equipment, used or to be used or to be maintained, on or in any building or property for electric heat, light, power, electric signs, smoke detectors, electric generation plants, electric heaters, fire alarms, burglar alarms, electric bells, electric signal and communication systems, telegraph messenger call systems, lighting fixtures or electrical utilization equipment of any kind or description, and is not intended to include portable appliances, portable fixtures or utilization equipment capable of being readily removed except portable signs, where established practices or the condition of use make it necessary or convenient for it to be detached from its source of current by means of flexible cord and attachment plug.

15. "Electrician, apprentice" means a person being taught and laboring in the electrical trade as an employee under the supervision and in the presence of a master or journeyman electrician.

16. "Electrician, journeyman" means a person having at least four years of experience in the electrical wiring industry with technical knowledge to wire, supervise, install and repair electrical apparatus and equipment for light, heat, power and other purposes, in accordance with the National Electrical Code, the city electrical ordinances and holding a current state journeyman's license.
17. "Electrician, master" means a person having at least eight years practical experience in the electrical wiring industry with technical knowledge to properly plan, lay out and supervise the physical installation and repair of wiring apparatus and equipment for electrical light, heat, power and other purposes in accordance with the National Electrical Code, the city electrical ordinances, and holding a current state master electrician's license.
18. “Fire extinguisher rook (FER)” means a person whose principal occupation is learning and assisting in the installation, inspection, testing, and maintenance of portable fire extinguishers and works under the direct, on-site supervision of a fire extinguisher technician or fire extinguisher qualified supervisor.
19. “Fire extinguisher technician (FET)” means a person whose principal occupation is to perform installation, inspection, testing, and maintenance of portable fire extinguishers as an employee under a fire extinguisher qualified supervisor.
20. “Fire extinguisher qualified supervisor (FEQS)” means a person who is the qualified supervisor for a business entity that conducts the installation, inspection, testing, and maintenance of portable fire extinguishers.
21. “Fire alarm rook (FAR)” means a person whose principal occupation is learning and assisting in the installation, inspection, testing, and maintenance of fire alarm signaling devices as an employee under the supervision and in the presence and instruction of a fire alarm technician or fire alarm qualified supervisor.
22. “Fire alarm inspection, testing, and maintenance technician (FAT-I)” means a person whose principal occupation is to perform inspection, testing, and maintenance of fire alarm signaling systems and related devices as an employee under a fire alarm ITM qualified supervisor.
23. “Fire alarm inspection, testing, and maintenance qualified supervisor (FAQS-I)” means a person who is the qualified supervisor for a business entity that conducts inspection, testing, maintenance, or assists with fire alarm installation.
24. “Fire alarm installation, inspection, testing, and maintenance technician (FAT-II)” means a person whose primary principal occupation is to perform installation, inspection, testing, and maintenance of fire alarm signaling systems and related devices as an employee under a fire alarm install qualified supervisor.
25. “Fire alarm installation, inspection, testing, and maintenance qualified supervisor (FAQS-II)” means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of fire alarm signaling systems and related devices.
26. “Fire pump inspection, testing, and maintenance technician (FPT-I)” means a person whose principal occupation is to perform inspection, testing, and maintenance of fire

pumps and associated devices as an employee under a fire pump inspection, maintenance, and testing qualified supervisor.

27. “Fire pump inspection, maintenance, and testing qualified supervisor (FPQS-I)” means a person who is the qualified supervisor for a business entity that conducts inspection, testing, and maintenance of fire pumps and associated devices.
28. “Fire pump installation, inspection, testing, and maintenance technician (FPT-II)” means a person whose principal occupation is to perform installation, inspection, testing, and maintenance of fire pumps and associated devices as an employee under a fire pump installation, inspection, maintenance, and testing qualified supervisor.
29. “Fire pump installation, inspection, testing, and maintenance qualified supervisor (FPQS-I)” means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of fire pumps and associated devices.
30. “Fire suppression rook (FSR)” means a person whose principal occupation is learning and assisting in the installation, inspection, testing, and maintenance of water-based fire sprinkler and standpipe systems, water pumps, and/or special hazard fire suppression systems, and works under the direct supervision of a fire suppression technician or fire suppression qualified supervisor.
31. “Fire suppression inspection, testing, and maintenance technician (FST-I)” means a person whose principal occupation is to perform inspection, testing, and maintenance of fire sprinkler and standpipe systems beginning at the point the water supply is used exclusively for the fire suppression system as an employee under a fire suppression ITM qualified supervisor.
32. “Fire suppression inspection, testing, and maintenance qualified supervisor (FSQS-I)” means a person who is the qualified supervisor for a business entity that conducts inspection, testing, and maintenance of fire sprinkler and standpipe systems beginning at the point the water supply is used exclusively for the fire suppression system.
33. “Fire suppression install technician (FST-II)” means a person whose principal occupation is to perform installation, inspection, testing, and maintenance of water-based fire sprinkler and standpipe systems beginning at the point the water supply is used exclusively for the fire suppression system as an employee under a fire suppression install qualified supervisor.
34. “Fire suppression install qualified supervisor (FSQS-II)” means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of fire sprinkler and standpipe systems beginning at the point the water supply is used exclusively for the fire suppression system.
35. “Fire code official” means the fire chief or other designated authority charged with the administration and enforcement of the fire code, or duly authorized representative.
36. “Framing contractor" means a person who performs work related to new construction, alteration, repair, or addition of any structural or nonstructural framing component(s) of residential and commercial buildings.

37. "Full-time employee" means a person who is employed in an active full-time capacity as his principal employment. A qualifying person shall represent no more than one firm or corporation, and must be available during regular business hours.

38. "Gas utility contractor" means a gas utility company which is authorized to conduct, carry on, or engage in the business of installation of gas piping, from the building out, and appliances, except for water heaters and boilers, as defined by the Uniform Mechanical Code, latest edition, and must have a licensed gas utility installer as a full-time employee.

39. "Gas utility installer" means a person who is employed in the trade of installation of gas piping, from the building out, and appliances, except for water heaters and boilers, as defined by the International Mechanical Code and Fuel Gas Codes, latest edition.

40. “Hood cleaning rook (HCR)” means a person whose principal occupation is learning and assisting in the cleaning of commercial kitchen hood systems and works under the direct, on-site supervision of a hood cleaning technician or hood cleaning qualified supervisor.

41. “Hood cleaning technician (HCT)” means a person whose principal occupation is to perform cleaning of commercial kitchen hood systems as an employee under a hood cleaning qualified supervisor.

42. “Hood cleaning qualified supervisor (HCQS)” means a person who is the qualified supervisor for a business entity that conducts the cleaning of commercial kitchen hood systems.

43. “Insulation contractor” means a person who performs work related to insulation construction to include batt, spray foam, blow-in, or any other form of insulation material and/or method in residential and commercial buildings.

44. "License" means the authority granted by the city to a person authorizing that person to perform certain work as provided in this chapter.

45. "Mechanical apprentice" means a person who labors in the trade of heating, air conditioning, refrigeration ventilation and associated sheet metal as an employee under the supervision and in the presence and instruction of a master or journeyman.

46. "Mechanical contractor" means a person who may conduct, carry on or engage in the business of heating, air conditioning, ventilation, refrigeration and associated sheet metal work, as identified by the Uniform Mechanical Code, latest edition, and must have a licensed master mechanical as a full-time employee.

47. "Mechanical journeyman" means a person who labors in the trade of heating, air conditioning, refrigeration ventilation and associated sheet metal work as an employee of a licensed mechanical contractor.

48. "Mechanical master" means a person skilled in the planning, superintending and practical installation of heating, air conditioning, refrigeration ventilation and associated sheet metal work.

49. "Mobile home contractor" means a person who may conduct, carry on or engage in the business of connecting, blocking, leveling, skirting and all other above ground requirements necessary to place a mobile home in authorized mobile home areas.

50. "Mobile home installer" means a person who labors in the trade of connecting, blocking, leveling, skirting and all other above ground requirements necessary to place a mobile home in authorized mobile home areas.

51. "Permit" means the written authority given by the city to build, construct, alter, repair, move, improve, remove, convert or demolish any building or structure or appurtenances thereto in the city as required by the Casper municipal code.

52. "Person" means an individual, firm, partnership, corporation, company or association.

53. "Plumber, apprentice" means a person who labors in the trade of plumbing as an employee under the supervision and in the presence of a master plumber or journeyman plumber.

54. "Plumber, journeyman" means a person who labors in the trade of plumbing as an employee of a licensed plumbing contractor.

55. "Plumber, master" means a person skilled in the planning, superintending and practical installation of plumbing, and who is familiar with the laws, rules and regulations governing the same.

56. "Plumbing contractor" means a person who may conduct, carry on or engage in the business of plumbing, together with steam or hot water boiler installations, and must have a master plumber in full-time employment.

57. "Qualifications" means experience obtained under the supervision of a licensed contractor, education received from a trade school or program, or any combination thereof which can be verified through affidavits or transcripts.

58. "Qualified person" means a person who qualifies, as provided in this chapter, for a license on behalf of a company, partnership, corporation, or association.

59. “Qualified supervisor” means a person who qualifies, as provided in this chapter, for a license on behalf of an entity.

60. “Reciprocal contractor” means a person who is licensed with the City of Casper to work under current equivalent licensure that the individual holds with another Wyoming jurisdiction in the field of Electrical, Plumbing, Mechanical, or General Contracting.

61. "Residential building" means a structure intended to be used for human habitation.

62. "Roofing contractor" means a person who constructs, alters, repairs, or is engaged in the business of installation and repair of roofs for compensation, and for which a permit is required.

63. "Sewer cleaning contractor" means a person who is authorized to conduct, carry on or engage in the business of cleaning sewer lines, drain lines, sludge pits or sand traps.

64. “Special hazard alarm inspection, testing, and maintenance technician (SHAT-I)” means a person whose primary principal occupation is to perform inspection, testing,

and maintenance of alarm systems for special hazard systems as an employee under a special hazard alarm ITM qualified supervisor.

65. “Special hazard alarm inspection, testing, and maintenance qualified supervisor (SHAQS-I)” means a person who is the qualified supervisor for a business entity that conducts inspection, testing, and maintenance of alarm systems for special hazard systems.

66. “Special hazard alarm install technician (SHAT-II)” means a person whose primary principal occupation is to perform installation, inspection, testing, and maintenance of alarm systems for special hazard systems as an employee under a special hazard alarm install qualified supervisor.

67. “Special hazard alarm install qualified supervisor (SHAQS-II)” means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of alarm systems for special hazard systems.

68. “Special hazard suppression inspection, testing, and maintenance technician (SHST-I)” means a person whose primary principal occupation is to perform inspection, testing, and maintenance of special hazard suppression systems as an employee under a special hazard suppression ITM qualified supervisor.

69. “Special hazard suppression inspection, testing, and maintenance qualified supervisor (SHSQS-I)” means a person who is the qualified supervisor for a business entity that conducts inspection, testing, and maintenance of special hazard suppression systems.

70. “Special hazard suppression install technician (SHST-II)” means a person whose primary principal occupation is to perform installation, inspection, testing, and maintenance of special hazard suppression systems as an employee under a special hazard suppression install qualified supervisor.

71. “Special hazard suppression install qualified supervisor (SHSQS-II)” means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of special hazard suppression systems.

72. "Utility contractor" means a person who may engage in the business of installing and repairing of water and sewer lines and the installation and repair of septic systems, and must have a licensed utility installer in full-time employment.

73. "Utility installer" means a person who labors in the trade of installing and repairing of water and sewer lines and septic systems from the building out, and is an employee of a licensed utility contractor.

74. "Water conditioning contractor" means a person who is authorized to conduct, carry on or engage in the business of installation and repair of water piping as a part of a water treatment system.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.030 License—Required—Contents.

A. No person shall perform work as a contractor, or be issued a permit to do work within the city for which a permit is required, who has not met the qualifications for licensing and is

found to be competent by a city provided examination or an International Code Council equivalent to perform the duties of the trade for which he has applied, and received a license so to act.

B. A license issued to a partnership, corporation or legally recognized association or company, shall state the name, address and phone number of the qualified person upon whose competency it is issued, and the name and address of the partnership, corporation or legally recognized association or company to whom it is issued.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.040 License—Exceptions.

A. The provisions of this chapter shall not apply to:

1. Steam heating boilers operated at not over fifteen pounds per square inch gauge pressure in private residences or apartments of six or less families or to hot water heating or supply boilers operated at not over fifty pounds per square inch gauge pressure and temperatures not over two hundred fifty degrees Fahrenheit when in private residences or apartments of six or less dwelling units.

2. A person who constructs, alters or repairs their own primary residence for their personal use, and not for resale or rent, without the aid of a building contractor may secure a permit without the necessity of being licensed.

3. An owner who alters or repairs their own commercial building, may secure a permit without the necessity of being licensed; provided however, that the owner meets the requirements set forth in Section 15.01.040 of the Casper Municipal Code.

3. An owner of a residence and its accessory buildings, who makes ordinary repairs which can be considered as routine maintenance of their primary residence and accessory buildings, and which do not involve the structural soundness of the building, shall not be considered to be a building contractor. An application shall be submitted to the department for approval for work requiring a permit.

4. Any person who constructs, repairs or alters a building or structure for which a permit is required, shall be required to become a licensed building contractor as provided herein, except for owner-occupied single-unit residences. An owner-occupied unit shall not be listed for resale for a period of one year after final inspection or work has been completed.

5. Buildings constructed by a school or community college district as part of an industrial arts curriculum under the direct supervision of a qualified industrial arts instructor; provided, however, that the school or community college district shall have the installations inspected as required by law.

6. Licensed electrical contractors employing master or journeyman electricians, or apprentice electricians supervised by a master or journeyman electrician shall install all electrical equipment. This requirement is waived for:

a. Installation by person or persons on their own primary residence if the property is not for immediate resale;

b. Oilfield operations, railroads, petroleum, refineries, mines and their appurtenant facilities,

c. Liquefied petroleum, gas, electric or communication facilities exercising their function as public utilities;

d. Cable TV, AM or FM radio stations, television stations and related services.

B. The above exceptions shall not apply to any person who contracts or subcontracts to or for any primary residence owner.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.050 License—Classifications.

A. Licenses cover only the work and/or services which is/are stated within each license classification. No work outside of the licensed classification shall be performed by any individual who does not possess the proper license covering such work as outlined in this section. Licenses shall be issued to the applicant upon presentation of valid qualifications and after payment of the licensing fee. The licensee shall be the qualifying party of record for only one contractor/company at a time.

B. There shall be the following class of licenses, and the holder of each license shall be authorized to do the following:

1. Building Contractor, Class I. To contract for the construction, alteration or repair of any type or size of structure permitted by the city building codes. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

2. Building Contractor, Class IIA. To contract for the construction, alteration or repair of all residential and commercial structures up to twelve thousand square feet of total area within the building footprint. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

3. Building Contractor Class IIB. To contract for construction, alteration or repair of residential structures up to and including apartment buildings up to four dwelling units. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

4. Building Contractor, Class III. To contract for the repairing, remodeling or altering of a single-family unit or structure in an amount not to exceed twenty-five percent of the total square footage of the structure when such repair, remodel, or alteration requires a permit as provided by city ordinances. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

5. Building Contractor Class IV. To contract for maintenance and repair of residential and commercial buildings consisting of the following:

a. Building:

i. Drywall patch and repair not including the opening up of entire wall sections;

ii. Roofing shingle repair not to exceed ten percent of the existing roof area;

iii. Window/door removal and replacement that does not require structural alteration to the existing structure;

iv. Deck repair, excluding structural components;

v. Interior finish work excluded from permit requirements identified in the International Residential Code;

vi. Retaining walls six feet in height or less;

vii. Fences eight feet in height or less;

viii. Accessory buildings under two hundred square feet in floor area.

b. Plumbing:

i. Repair of p-traps and drain piping contained within the cabinet area of the fixture;

ii. Removal and replacement of toilets and flanges;

iii. Exterior sprinkler systems from the vacuum breaker to throughout the sprinkler system;

iv. Dishwasher installation, removal, and replacement.

c. Mechanical:

i. Removal of grills, registers, and diffusers that do not require alteration of existing ductwork.

d. Electrical:

i. Changing of lighting elements within existing fixtures;

ii. Installation of decorative lighting.

Such license shall be issued to the applicant upon the successful completion of a department provided written examination and the payment of the license fee.

6. Cellular communications contractor. The right and privilege to conduct, carry on or engage in the business of cellular communications within the city. A license shall be issued to the applicant upon the payment of the license fee, and proof of employment of a full-time State of Wyoming and City of Casper licensed master electrician.

7. Concrete contractor, flatwork. The right and privilege to conduct, carry on or engage in the business of concrete construction involving flatwork such as driveways, floors, sidewalks, slabs, and monolithic slabs. A flatwork concrete contractor license shall be issued upon the successful review of the department, presentation of approved American Concrete

Institution Concrete Flatwork Associate certification(s) or higher, and upon payment of the license fee.

8. Concrete contractor, general. The right and privilege to conduct, carry on or engage in the business of concrete construction to include flatwork, foundations, structural concrete, and retaining walls. A general concrete contractor license shall be issued upon the successful review of the department, presentation of approved American Concrete Institution Fundamentals of Concrete Construction certification(s), and upon payment of the licensing fee.

9. Drywall contractor. The right and privilege to conduct, carry on or engage in the business of drywall construction to include the installation, alteration, or repair of all drywall and drywall related components in residential and commercial construction. A drywall contractor license shall be issued upon the successful review of the department and the payment of the license fee.

10. Demolition contractor. To contract for the demolition or removal of any structure or building. A demolition contractor license shall be issued upon the successful review of the department and the payment of the license fee.

11. Electrician's license, master. The right and privilege to do any electrical wiring that may be required of a master electrician within the city limits and shall be a valid qualification for obtaining a contractor's license upon proper application and payment of fees. A master electrician's license shall be issued to the applicant upon presentation of a valid master electrician's license issued by the State Electrical Licensing Board and upon payment of the licensing fee. A master electrician shall be the master of record for only one contractor at a time.

12. Electrician's license, journeyman. The right and privilege to do any electrical wiring that may be required of a journeyman electrician within the city limits. A journeyman's electrical license shall be issued to the applicant upon presentation of a valid journeyman electrician's license issued by the State Electrical Licensing Board and upon payment of the licensing fee.

13. Electrician's license, apprentice. A licensed electrical contractor may employ registered apprentice electricians to assist master or journeyman electricians. Such apprentices shall be registered with the state and the city upon the payment of the licensing fee and shall work under the immediate supervision of a master or journeyman electrician. No contractor shall have more than two apprentices for each master or journeyman electrician.

14. Electrical contractor's license. The right and privilege to contract for the installation of any electrical wiring within the city limits. An electrical contractor's license shall be granted upon presentation of a valid electrical contractor's license issued by the State Electrical Licensing Board and upon payment of the licensing fee.

15. Fire extinguisher rook license (FER). The right and privilege to work as a fire extinguisher rook within the city, provided that such work is under the direct, on-site supervision of a fire extinguisher technician or fire extinguisher qualified supervisor. A FER license shall be issued to the fire extinguisher qualified supervisor in the name of

the applicant upon payment of the license fee. Such license shall be valid only for the term of their employment with that fire extinguisher qualified supervisor. No fire extinguisher technician or fire extinguisher qualified supervisor shall have more than five (5) fire extinguisher rooks for each city licensed fire extinguisher technician or fire extinguisher qualified supervisor. All FERs shall have one hundred (100) percent on-site supervision for their first six (6) months of licensure and no less than fifty (50) percent on-site supervision following their initial six (6) month period for the remainder of their FER licensure.

16. Fire extinguisher technician (FET). The right and privilege to work as a fire extinguisher technician within the city as an employee of a fire extinguisher qualified supervisor. A FET license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.
17. Fire extinguisher qualified supervisor (FEQS). The right and privilege to work as a fire extinguisher qualified supervisor within the city. A FEQS license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.
18. Fire alarm rook (FAR). The right and privilege to work as a fire alarm rook within the city, provided that such work is under the direct, on-site supervision of a fire alarm technician or fire alarm qualified supervisor. A FAR license shall be issued to the fire alarm qualified supervisor in the name of the applicant upon successful review of the licensure application and certification documentation by the fire code official and payment of the license fee. Such license shall be valid only for the term of their employment with that fire alarm qualified supervisor. No fire alarm technician or fire alarm qualified supervisor shall have more than five (5) fire alarm rooks for each city licensed fire alarm technician or fire alarm qualified supervisor. All FARs shall have one hundred (100) percent on-site supervision for their first six (6) months of licensure and no less than fifty (50) percent on-site supervision following their initial six (6) month period for the remainder of their FAR licensure.
19. Fire alarm inspection, testing, and maintenance technician (FAT-I). The right and privilege to work as a fire alarm inspection, testing, and maintenance technician within the city as an employee of a fire alarm inspection, testing, and maintenance qualified supervisor. A FAT-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.
20. Fire alarm inspection, testing, and maintenance qualified supervisor (FAQS-I). The right and privilege to work as a fire alarm inspection, testing, and maintenance qualified supervisor within the city. A FAQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.
21. Fire alarm installation, inspection, testing, and maintenance technician (FAT-II). The right and privilege to work as a fire alarm installation, inspection, testing, and maintenance technician within the city as an employee of a fire alarm installation, inspection, testing, and maintenance qualified supervisor. A FAT-II license shall be

issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

22. Fire alarm installation, inspection, testing, and maintenance qualified supervisor (FAQS-II). The right and privilege to work as a fire alarm installation, inspection, testing, and maintenance qualified supervisor within the city. A FAQS-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

23. Fire pump inspection, testing, and maintenance technician (FPT-I). The right and privilege to work as a fire pump inspection, testing, and maintenance technician within the city as an employee of a fire pump inspection, testing, and maintenance qualified supervisor. A FPT-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

24. Fire pump inspection, testing, and maintenance qualified supervisor (FPQS-I). The right and privilege to work as a fire pump inspection, testing, and maintenance qualified supervisor within the city. A FPQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

25. Fire pump installation, inspection, testing, and maintenance technician (FPT-II). The right and privilege to work as a fire pump installation, inspection, testing, and maintenance technician within the city as an employee of a fire pump installation, inspection, testing, and maintenance qualified supervisor. A FPT-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

26. Fire pump installation, inspection, testing, and maintenance qualified supervisor (FPQS-II). The right and privilege to work as a fire pump installation, inspection, testing, and maintenance qualified supervisor within the city. A FPQS-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

27. Fire suppression rook (FSR). The right and privilege to work as a fire suppression rook within the city, provided that such work is under the direct, on-site supervision of a fire suppression technician or fire suppression qualified supervisor. A FSR license shall be issued to the fire suppression qualified supervisor in the name of the applicant upon successful review of the licensure application and certification documentation by the fire code official and payment of the license fee. Such license shall be valid only for the term of their employment with that fire suppression qualified supervisor. No fire suppression technician or fire suppression qualified supervisor shall have more than five (5) fire suppression rooks for each city licensed fire suppression technician or fire suppression qualified supervisor. All FSRs shall have one hundred (100) percent on-site supervision for their first six (6) months of licensure and no less than fifty (50)

percent on-site supervision following their initial six (6) month period for the remainder of their FSR licensure.

28. Fire suppression inspection, testing, and maintenance technician (FST-I). The right and privilege to work as a fire suppression inspection, testing, and maintenance technician within the city as an employee of a fire suppression inspection, testing, and maintenance qualified supervisor. A FST-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

29. Fire suppression inspection, testing, and maintenance qualified supervisor (FSQS-I). The right and privilege to work as a fire suppression inspection, testing, and maintenance qualified supervisor within the city. A FSQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

30. Fire suppression installation, inspection, testing, and maintenance technician (FST-II). The right and privilege to work as a fire suppression install technician within the city as an employee of a fire suppression install qualified supervisor. A FST-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

31. Fire suppression installation, inspection, testing, and maintenance qualified supervisor (FSQS-II). The right and privilege to work as a fire suppression install qualified supervisor within the city. A FSQS-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

32. Framing contractor. The right and privilege to conduct, carry on or engage in the business of the construction, alteration, repair, or addition of any structural or nonstructural framing component(s) of residential and commercial buildings. A framing contractor license shall be issued upon the successful review of the department, the successful completion of a written International Code Council National Standard Framing Contractor examination or higher, and upon payment of the licensing fee.

33. Low-voltage electrical technician license. The right and privilege to contract for installation of limited electrical wiring within the city limits. Limited electrical wiring is that wiring for which a limited contractor's license shall be obtained as defined in Section 15.28.020 of this title. A limited contractor's license shall be granted upon presentation of a valid low-voltage electrical technician license issued by the State Electrical Licensing Board and upon the payment of the licensing fee.

34. Gas utility contractor. The right and privilege to conduct, carry on, or engage in the business of installation and service of gas piping, from the building out, and appliances, except for water heaters and boilers, as defined by the International Mechanical Code and International Fuel Gas Code, latest editions. A license shall be issued to the applicant upon the payment of the license fee and proof of employment for a gas utility company and possession of a current gas utility installer license.

35. Gas utility installer. The right and privilege to install gas piping, from the building out, and do installation of gas appliances, except for water heaters and boilers, as defined by the International Mechanical Code and International Fuel Gas Code, latest editions, as an employee of a plumbing or gas utility contractor. The utility installer license shall be issued to the applicant upon the payment of the license fee.

36. Hood cleaning rook (HCR). The right and privilege to work as a hood cleaning rook within the city, provided that such work is under the direct, on-site supervision of a hood cleaning technician or hood cleaning qualified supervisor. A HCR license shall be issued to the hood cleaning qualified supervisor in the name of the applicant upon registration with the city and payment of the license fee. Such license shall be valid only for the term of their employment with that hood cleaning qualified supervisor. No hood cleaning technician or hood cleaning qualified supervisor shall have more than five (5) hood cleaning rooks for each city licensed hood cleaning technician or hood cleaning qualified supervisor. All HCRs shall have one hundred (100) percent on-site supervision for their first six (6) months of licensure and no less than fifty (50) percent on-site supervision following their initial six (6) month period for the remainder of their HCR licensure.

37. Hood cleaning technician (HCT). The right and privilege to work as a hood cleaning technician within the city as an employee of a hood cleaning qualified supervisor. A HCT license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, registration with the city, and the payment of the license fee.

38. Hood cleaning qualified supervisor (HCQS). The right and privilege to work as a hood cleaning qualified supervisor within the city. A HCQS license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, registration with the city, and the payment of the license fee.

39. Insulation contractor. The right and privilege to conduct, carry on or engage in the business of
insulation construction to include batt, spray foam, blow-in, or any other form of insulation material and/or method in residential and commercial buildings. An insulation contractor license shall be issued upon the successful review of the department, presentation of approved Building Performance Institute (Air Leakage Control Installer (ALC)) or High Performance Insulation Professionals (High Performance Installation Professional) certification(s), and upon payment of the licensing fee.

40. Mechanical contractor's license. The right and privilege to conduct, carry on or engage in the business of heating, ventilation, air conditioning, refrigeration and associated sheet metal work as outlined in the International Mechanical Code, latest edition, within the city. A license shall be issued to the applicant upon the payment of the license fee, and proof of employment of a full-time licensed mechanical master.

41. Mechanical master license. The right and privilege to do any heating, venting, air conditioning and refrigeration work that may be required within the city and shall be a valid qualification for obtaining a mechanical contractor's license. Such license shall be

issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

42. Mechanical journeyman's license. The right and privilege to do any heating, venting, refrigeration and air conditioning work that may be required of a mechanical journeyman within the city, as an employee of a mechanical contractor. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

43. Mechanical apprentice license. The right and privilege to work as an apprentice for a mechanical contractor within the city; provided such work time is in the presence and under the instruction of a licensed master or journeyman. An apprentice license shall be issued to the mechanical contractor in the name of the applicant upon payment of the license fee. Such license shall be valid only for the term of their employment with that contractor. No mechanical contractor shall have more than two apprentices for each city licensed journeyman or master mechanical.

44. Mobile home contractor. The right and privilege to contract for the installation of mobile homes and the related exterior work of plumbing connections, blocking, leveling, skirting and all other above ground requirements. The license will be issued upon proof of full-time employment of a mobile home installer and payment of license fees.

45. Mobile home installer. The right and privilege to do plumbing, blocking, leveling and skirting work related to the outside of a mobile home. A mobile home installer's license will be issued upon the successful completion of a written exam and the payment of license fees.

46. Plumbing contractor's license. The right and privilege to contract for the installation of any plumbing work, including the installation of steam or water boilers, within the city. A plumbing contractor's license shall be granted upon the payment of a license fee.

47. Master plumber's license. The right and privilege to do any plumbing work that may be required of a master plumber within the city and shall be a valid qualification for obtaining a plumbing contractor's license. A master plumber's license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

48. Journeyman plumber's license. The right and privilege to do any plumbing work that may be required of a journeyman plumber, as the employee of a plumbing contractor within the city. A journeyman plumber's license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

49. Apprentice plumber's license. The right and privilege to work as an apprentice plumber for a plumbing contractor within the city. An apprentice plumber's license shall be issued, in the name of the applicant, to the plumbing contractor with whom they are employed. An apprentice license shall be issued to the plumbing contractor in the name of the applicant upon payment of the license fee. Such license shall be valid only for

the term of their employment with that contractor. No plumbing contractor shall have more than two apprentices for each city licensed journeyman or master plumber.

50. Reciprocal contractor license. The right and privilege to conduct, carry on or engage in the business of Electrical, Plumbing, Mechanical, or General Contracting under the License Classification that the applicant currently holds within another Wyoming Jurisdiction which is equivalent to City of Casper licensure outlined in this Section. Such license shall be issued to the applicant upon successful review by the department, and the payment of an administrative fee.

51. Roofing contractor's license. The right and privilege to repair, alter, and install roofs, roofing material and related decking material. A roofing contractor's license shall be issued upon the successful completion of an approved written examination and the payment of the license fee.

52. Sanitary sewer cleaning contractor's license. The right and privilege to clean: sanitary sewers or drain lines; sludge pits and sand traps within the city. A sanitary sewer cleaning contractor's license shall be issued to the applicant upon the payment of a fee.

53. Special hazard alarm inspection, testing, and maintenance technician (SHAT-I). The right and privilege to work as a special hazard alarm inspection, testing, and maintenance technician within the city as an employee of a special hazard alarm inspection, testing, and maintenance qualified supervisor. A SHAT-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

54. Special hazard alarm inspection, testing, and maintenance qualified supervisor (SHAQS-I). The right and privilege to work as a special hazard alarm inspection, testing, and maintenance qualified supervisor within the city. A SHAQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

55. Special hazard alarm installation, inspection, testing, and maintenance technician (SHAT-II). The right and privilege to work as a special hazard alarm install technician within the city as an employee of a special hazard alarm install qualified supervisor. A SHAT-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

56. Special hazard alarm installation, inspection, testing, and maintenance qualified supervisor (SHAQS-II). The right and privilege to work as a special hazard alarm install qualified supervisor within the city. A SHAQS-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

57. Special hazard suppression inspection, testing, and maintenance technician (SHST-I). The right and privilege to work as a special hazard suppression inspection, testing, and maintenance technician within the city as an employee of a special hazard suppression inspection, testing, and maintenance qualified supervisor. A SHST-I license shall be

issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

58. Special hazard suppression inspection, testing, and maintenance qualified supervisor (SHSQS-I). The right and privilege to work as a special hazard suppression inspection, testing, and maintenance qualified supervisor within the city. A SHSQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

59. Special hazard suppression installation, inspection, testing, and maintenance technician (SHST-II). The right and privilege to work as a special hazard suppression install technician within the city as an employee of a special hazard suppression install qualified supervisor. A SHST-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

60. Special hazard suppression installation, inspection, testing, and maintenance qualified supervisor (SHSQS-II). The right and privilege to work as a special hazard suppression install qualified supervisor within the city. A SHSQS-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

61. Utility contractor's license. The right and privilege to repair and install sewer and water lines from the building out. Such license shall be issued to the applicant upon the successful completion of a department provided written examination and the payment of the license fee, and proof of employment of a full-time licensed utility installer.

62. Utility installer's license. The right and privilege to repair and install sewer and water lines from the building out. Such license shall be issued to the applicant upon the successful completion of a department provided written examination and the payment of the license fee.

63. Water conditioning contractor's license. The right and privilege to install water conditioning and softening systems within the city. Such license shall be issued to the applicant upon the payment of the license fee.

C. Each contractor must have and maintain during the effective period of their license:

1. Telephone service where they may be contacted during normal business hours; and,

2. All motor vehicles owned or leased by a contractor must carry identifying signs showing the contractor's name; and,

3. Insurance as required by Section 15.11.150.

D. A licensed contractor shall be responsible for all work included under their permit whether or not such work is done by the contractor or their subcontractor(s).

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.060 License—Application.

A. All persons required to be licensed by this chapter shall apply for said license upon a form approved by the department or Fire Code Official.

B. The application shall measure the applicant's knowledge of the applicable codes, laws and ordinances adopted by the city for the license category for which the license is being applied for. The department shall set the application standards and establish procedures which shall be uniform for each license category.

C. The determination of eligibility for license or other matters pertaining thereto shall be by the department. Each applicant shall be required to prove their experience and may be required to successfully complete and pass an examination which is administered by the Wyoming Association of Municipalities (WAM), International Code Council (ICC), National Association of State Contractors Licensing Agency (NASCLA), American Concrete Institute (ACI), Building Performance Institute (BPI), High Performance Insulation Professionals (HPIP), National Institute for Certification in Engineering Technologies (NICET), or other department or Fire Code Official approved credentials/testing. No license shall be issued until proof of successful completion of a current published exam or credentialing program as administered by the ICC, NICET, NASCLA, ACI, BPI, HPIP, or other approved testing/credentialing agency has been submitted and approved. The submitted examination results shall correlate with the license category being applied for.

D. Every person subject to the licensing requirements of this chapter shall make an application for such license prior to submitting for the required permit(s) to construct. The license application must be approved and issued before the permit to construct is approved. No work requiring a permit shall be performed prior to license issuance.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.070 License—Experience and examination criteria.

A. The department will license without examination, an applicant for a category of license which is not required by Section 15.11.050, or by an applicant who holds a valid license issued by another Wyoming entity which has or had at the time the applicant was licensed, requirements for licensure similar to those of this chapter or which meets the requirements of Wyoming State Statute Section 16-6-1101. All tests given by the WAM, NICET, ACI, ICC, BPI, HPIP, or other department approved testing for the applicant's license classification, and proof of a passing score of a minimum of seventy-five percent will be accepted by the department. Any previous licensure provided will be subject to the department's background checks with such entity to verify the validity of documentation, competency, and the contractor's work/permit history.

B. The following is the experience and examination criteria. All examinations require seventy-five percent or more for a passing score. Affidavits as described in Section 15.11.020 (2) are required if prior experience is claimed.

1. No examinations are required for any apprentice classification;

2. Building contractor. Applicants for all building contractor licenses shall submit affidavits showing qualifications to perform work related to the license category being applied for shall be approved by the department. The required minimum experience in the category of a general contractor's license being applied for is: Class I requires eight (8) years of experience, Class IIA requires six (6) years of experience, Class IIB requires six (6) years of experience, Class III requires four (4) years of experience, and Class IV requires two (2) years of experience. Qualifications shall be under the supervision of a currently licensed contractor or otherwise approved by the department and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an approved International Code Council National Standard General Contractor or equivalent examination for the level of license being applied for shall be submitted to the department.

3. Concrete contractor, flatwork. The required minimum experience in the category of flatwork concrete contractor is one (1) year of experience. Qualifications shall be under the supervision of a currently licensed general, flatwork concrete, or general concrete contractor, or otherwise approved by the department, and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an approved American Concrete Institution Concrete Flatwork Associate certification(s) or higher shall be submitted to the department.

4. Concrete contractor, general. The required minimum experience in the category of general concrete contractor is three (3) years of experience. Qualifications shall be under the supervision of a currently licensed general, or general concrete contractor, or otherwise approved by the department, and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an approved American Concrete Institution Fundamentals of Concrete Construction certification(s), or higher shall be submitted to the department.

5. Fire extinguisher technician (FET). The required minimum experience in the category of fire extinguisher technician is one (1) year of experience and two (2) thousand hours of experience in fire extinguisher installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire extinguisher qualified supervisor or otherwise approved by the fire code official, and be in possession of one or more of the following:

    a. National Association of Fire Equipment Distributors (NAFED) – Portable Fire Extinguishers Certification,
    b. International Code Council (ICC) – Certified Portable Fire Extinguisher Technician Certification,
    c. CSA-FEX Fire Extinguisher,
    d. GETZ – Training for NFPA 10 Portable Fire Extinguishers, or
    e. Other NFPA 10 compliant certifications may be submitted for review by Fire Code Official.

6. Fire extinguisher qualified supervisor (FEQS). The required minimum experience in the category of fire extinguisher qualified supervisor is two (2) years of experience and four (4) thousand hours of experience in fire extinguisher installation, inspection, testing, and maintenance, and with a minimum of one (1) year of experience as a

licensed FET under the supervision of a currently licensed fire extinguisher qualified supervisor or otherwise approved by the fire code official, and be in possession of one or more of the following:

a. National Association of Fire Equipment Distributors (NAFED) – Portable Fire Extinguishers Certification,
b. International Code Council (ICC) – Certified Portable Fire Extinguisher Technician Certification,
c. CSA-FEX Fire Extinguisher,
d. GETZ – Training for NFPA 10 Portable Fire Extinguishers, or
e. Other NFPA 10 compliant certifications may be submitted for review by the Fire Code Official.

7. Fire alarm rook (FAR). Applicants for fire alarm rook must be a minimum of eighteen (18) years of age and must possess and submit with the license application, at a minimum, a State of Wyoming Electrical Low Voltage Alarm or Low Voltage General Apprentice license if performing or assisting with fire alarm installations.

8. Fire alarm inspection, testing, and maintenance technician (FAT-I). The required minimum experience in the category of fire alarm inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in fire alarm inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire alarm inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, and must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET II – Fire Alarm Systems,
c. NICET II – Inspection Testing of Fire Alarm Systems,
d. CSA-FA2 Fire Alarm On-Site Component Person,
e. DENFA/FA2 exam, or
f. Manufacturer's certification.

9. Fire alarm inspection, testing, and maintenance qualified supervisor (FAQS-I). The required minimum experience in the category of fire alarm inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire alarm inspection, testing, and maintenance, with a minimum of one (1) year of experience as a licensed FAT-I under the supervision of a currently licensed fire alarm inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire alarm inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,

b. NICET II – Fire Alarm Systems,
c. NICET II – Inspection Testing of Fire Alarm Systems,
d. CSA-FA2 Fire Alarm On-Site Component Person,
e. DENFA/FA2 exam, or
f. Manufacturer's certification.

10. Fire alarm installation, inspection, testing, and maintenance technician (FAT-II). The required minimum experience in the category of fire alarm inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in fire alarm installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire alarm installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, and must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Fire Alarm Systems,
    c. NICET II – Inspection Testing of Fire Alarm Systems,
    d. CSA-FA2 Fire Alarm On-Site Component Person,
    e. DENFA/FA2 exam, or
    f. Manufacturer's certification.

11. Fire alarm installation, inspection, testing, and maintenance qualified supervisor (FAQS-II). The required minimum experience in the category of fire alarm installation, inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire alarm installation, inspection, testing, and maintenance, with a minimum of one (1) year of experience as a licensed FAT-II under the supervision of a currently licensed fire alarm installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire alarm installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Fire Alarm Systems,
    c. NICET II – Inspection Testing of Fire Alarm Systems,
    d. CSA-FA2 Fire Alarm On-Site Component Person,
    e. DENFA/FA2 exam, or
    f. Manufacturer's certification.

12. Fire pump inspection, testing, and maintenance technician (FPT-I). The required minimum experience in the category of fire pump inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in

fire pump inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire pump inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official. Applicants must also possess one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET III – Inspection and Testing of Water Based Systems,
c. AFSA/NFSA 2nd Year Test Certificate – must include documented CEU's for renewals,
d. CSA-FPU2 – Fire Pump Installation and Service, or
e. Manufacturer's certification.

All FS,FP, and SHS Rook, Technician and Qualified Supervisor license applicants and license holders that
are involved in the installation, inspection, testing, and/or maintenance of CPVC suppression systems,
or the supervision of the same, must have a current installer's training card for the brand of CPVC
sprinkler pipe they are working with on site with them while performing such work.

13. Fire pump inspection, testing, and maintenance qualified supervisor (FPQS-I). The required minimum experience in the category of fire pump inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire pump inspection, testing, and maintenance with a minimum of one (1) year of experience as a fire pump inspection, testing, and maintenance technician working under a fire pump inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire pump inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official. Applicants must also possess one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET III – Inspection and Testing of Water Based Systems,
c. AFSA/NFSA 2nd Year Test Certificate – must include documented CEU's for renewals,
d. CSA-FPU2 – Fire Pump Installation and Service, or
e. Manufacturer's certification.

All FS,FP, and SHS Rook, Technician and Qualified Supervisor license applicants and license holders that
are involved in the installation, inspection, testing, and/or maintenance of CPVC suppression systems,
or the supervision of the same, must have a current installer's training card for the brand of CPVC
sprinkler pipe they are working with on site with them while performing such work.

14. Fire pump installation, inspection, testing, and maintenance technician (FPT-II). The required minimum experience in the category of fire pump installation, inspection, testing, and maintenance technician is four (4) years of experience and eight (8)

thousand hours of experience in fire pump inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire pump installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official. Applicants must also possess one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET III – Water Based Systems Layout,
c. AFSA/NFSA 4th Year Test Certificate – must include documented CEU's for renewals,
d. CSA-FPU2 – Fire Pump Installation and Service, or
e. Manufacturer's certification.

All FS,FP, and SHS Rook, Technician and Qualified Supervisor license applicants and license holders that
are involved in the installation, inspection, testing, and/or maintenance of CPVC suppression systems,
or the supervision of the same, must have a current installer's training card for the brand of CPVC
sprinkler pipe they are working with on site with them while performing such work.

15. Fire pump installation, inspection, testing, and maintenance qualified supervisor (FPQS-II). The required minimum experience in the category of fire pump installation, inspection, testing, and maintenance qualified supervisor is five (5) years of experience and ten (10) thousand hours of experience in fire pump installation, inspection, testing, and maintenance with a minimum of one (1) year of experience as a fire pump installation, inspection, testing, and maintenance technician working under a fire pump installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire pump installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official. Applicants must also possess one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET III – Water Based Systems Layout,
c. AFSA/NFSA 4th Year Test Certificate – must include documented CEU's for renewals,
d. CSA-FPU2 – Fire Pump Installation and Service, or
e. Manufacturer's certification.

All FS,FP, and SHS Rook, Technician and Qualified Supervisor license applicants and license holders that
are involved in the installation, inspection, testing, and/or maintenance of CPVC suppression systems,
or the supervision of the same, must have a current installer's training card for the brand of CPVC
sprinkler pipe they are working with on site with them while performing such work.

16. Fire suppression rook (FSR). Applicants for fire suppression rook must be a minimum of eighteen (18) years of age and must possess and submit with the license application

a current installer's training card for the brand of CPVC sprinkler pipe that they are working with.

17. Fire suppression inspection, testing, and maintenance technician (FST-I). The required minimum experience in the category of fire suppression inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in water-based fire suppression inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire suppression inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:
    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Inspection and Testing of Water Based Systems,
    c. AFSA/NFSA 2nd Year ITM Certification, or
    d. CSA ASCR2 – Sprinkler Commercial/Residential On-Site Competent Person.
18. Fire suppression inspection, testing, and maintenance qualified supervisor (FSQS-I). The required minimum experience in the category of fire suppression inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire sprinkler and standpipe systems with a minimum of one (1) year of experience as a fire suppression inspection, testing, and maintenance technician working under a fire suppression inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire suppression inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:
    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Inspection and Testing of Water Based Systems,
    c. AFSA/NFSA 2nd Year ITM Certification, or
    d. CSA ASCR2 – Sprinkler Commercial/Residential On-Site Competent Person.
19. Fire suppression installation, inspection, testing, and maintenance technician (FST-II). The required minimum experience in the category of fire suppression installation, inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in water-based fire suppression installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire suppression installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with, and be in possession of one or more of the following:
    a. Wyoming Licensed Fire Protection Engineer,

b. NICET II – Water Based System Layout,
c. AFSA/NFSA 2nd Year ITM Certification, or
d. CSA ASCR2 – Sprinkler Commercial/Residential On-Site Competent Person.

20. Fire suppression installation, inspection, testing, and maintenance qualified supervisor (FSQS-II). The required minimum experience in the category of fire suppression installation, inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire sprinkler and standpipe systems with a minimum of one (1) year of experience as a fire suppression installation, inspection, testing, and maintenance technician working under a fire suppression installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire suppression installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Inspection and Testing of Water Based Systems,
    c. AFSA/NFSA 2nd Year ITM Certification, or
    d. CSA ASCR2 – Sprinkler Commercial/Residential On-Site Competent Person.

21. Framing contractor. The required minimum experience in the category of framing contractor is one (1) year of experience. Qualifications shall be under the supervision of a currently licensed general contractor, framing contractor, or otherwise approved by the department, and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an International Code Council National Standard Framing Contractor or equivalent examination shall be submitted to the department.

22. Hood cleaning rook (HCR). Applicants for hood cleaning rook must be a minimum of eighteen (18) years of age and must register with the Casper Fire Community Risk Reduction Division.

23. Hood cleaning technician (HCT). The required minimum experience in the category hood cleaning technician is one (1) year of experience and two (2) thousand hours of experience in the cleaning of commercial kitchen hood systems. Qualifications shall be under the supervision of a currently licensed hood cleaning qualified supervisor or otherwise approved by the fire code official, must register with the Casper Fire Community Risk Reduction Division.

24. Hood cleaning qualified supervisor (HCQS). The required minimum experience in the category hood cleaning qualified supervisor is two (2) years of experience and four (4) thousand hours of experience in the cleaning of commercial kitchen hood systems with a minimum of one (1) year of experience as a hood cleaning technician working under a hood cleaning qualified supervisor. Qualifications shall be under the supervision of a currently licensed hood cleaning qualified supervisor or otherwise approved by the fire

code official and must register with the Casper Fire Community Risk Reduction Division. Applicants for hood cleaning qualified supervisor must also be in possession of one or more of the following:

a. Pressure Washes of North America (PWNA),
b. International Kitchen Exhaust Cleaning Association – Certified Exhaust Cleaning Technician (CECT),
c. MFS Trade School – Kitchen Exhaust Hood Cleaning Course, or
d. Other NFPA 96 compliant certifications approved by the Fire Code Official.

25. Insulation contractor. The required minimum experience in the category of insulation contractor is one (1) year of experience. Qualifications shall be under the supervision of a currently licensed general contractor, insulation contractor, or otherwise approved by the department, and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an approved Building Performance Institute (Air Leakage Control Installer (ALC)) or High Performance Insulation Professionals (High Performance Installation Professional) certification(s) shall be submitted to the department.

26. Roofing contractor. The required minimum experience in the category of roofing contractor is one (1) year of experience. Qualifications shall be under the supervision of a currently licensed general contractor, roofing contractor, or otherwise approved by the department, and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an International Code Council General Roofing Contractor or equivalent examination shall be submitted to the department.

27. Journeyman plumber. Applicants for a journeyman plumber license must have a certificate of completion of a four (4) year plumbing apprenticeship training program recognized by the federal government. One (1) year of experience as an apprentice plumber, journeyman plumber or master plumber under a recognized authority of a state or municipality may be substituted for each year of required apprenticeship or experience in this category and shall be documented by affidavits from former employers which must be acceptable to the department. Successful completion of an approved International Code Council National Standard Journeyman Plumber with Gas or equivalent examination shall be submitted to the department.

28. Master plumber. Applicants for a master plumber's license must have a certificate of completion of apprenticeship training, or the equivalent of four (4) years of experience in a licensed plumbing shop and five (5) years of experience as a journeyman or master plumber in a licensed plumbing shop. Each full year of experience as a journeyman plumber or master plumber under a recognized licensing authority of a state or other municipality having licensed examinations comparable to that of the city will be accepted in lieu thereof for each year required or experience in this category and shall be documented by affidavits from former employers which must be acceptable to the department. Successful completion of an approved International Code Council National Standard Master Plumber with Gas or equivalent examination shall be submitted to the department.

29. Mechanical Journeyman. Applicants for a mechanical journeyman license must have a certificate of completion of a four (4) year mechanical training program recognized by the federal government, or one (1) year of experience as a mechanical apprentice, mechanical journeyman, or mechanical master under a recognized authority of a state or municipality may be substituted for each year of required apprenticeship, or experience in category and shall be documented by affidavits from former employers which must be acceptable to the department. Successful completion of an approved International Code Council National Standard Journeyman Mechanical or equivalent examination shall be submitted to the department.

30. Mechanical master. Applicants for a mechanical master's license must have a certificate of completion of apprenticeship training, or the equivalent of four (4) years' experience in a licensed mechanical shop and five (5) years' experience as a journeyman or master mechanical in a licensed mechanical shop. Each full year of experience as a journeyman or master mechanical under a recognized licensing authority of a state or other municipality having licensed examinations comparable to that of the city will be accepted in lieu thereof for each year required, or experience in this category and shall be documented by affidavits from former employers which must be acceptable to the department. Successful completion of an approved International Code Council National Standard Master Mechanical or equivalent examination shall be submitted to the department.

31. Reciprocal contractor license. Applicants for a reciprocal contractor license must provide to the department for review a copy of their current licensure held within a Wyoming jurisdiction, documentation from the issuing entity that the license is in good standing, and proof of equivalent testing required to obtain said license. Such license shall be issued to the applicant upon successful review by the department, and the payment of an administrative fee.

32. Special hazard alarm inspection, testing, and maintenance technician (SHAT-I). The required minimum experience in the category of special hazard alarm inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in special hazard alarm inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed special hazard alarm inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, and must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems, or
    c. Manufacturer’s certification.

Special hazard alarm inspection, testing, and maintenance technicians must possess a fire alarm
inspection, testing, and maintenance or fire alarm installation, inspection, testing, and maintenance

technician or qualified supervisor license if working on a special agent releasing panel that is connected to a main building fire alarm control panel.

33. Special hazard alarm inspection, testing, and maintenance qualified supervisor (SHAQS-I). The required minimum experience in the category of special hazard alarm inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in special hazard alarm inspection, testing, and maintenance, with a minimum of one (1) year of experience as a licensed special hazard inspection, testing, and maintenance technician under the supervision of a currently licensed special hazard alarm inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed special hazard alarm inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems, or
    c. Manufacturer's certification.

    Special hazard alarm inspection, testing, and maintenance qualified supervisors must possess a fire alarm inspection, testing, and maintenance or fire alarm installation, inspection, testing, and maintenance technician or qualified supervisor license if working on a special agent releasing panel that is connected to a main building fire alarm control panel.

34. Special hazard alarm installation, inspection, testing, and maintenance technician (SHAT-II). The required minimum experience in the category of special hazard alarm installation, inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in special hazard alarm installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed special hazard alarm installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, and must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems, or
    c. Manufacturer's certification.

    Special hazard alarm installation, inspection, testing, and maintenance technicians must possess a fire alarm inspection, testing, and maintenance or fire alarm installation, inspection, testing, and Maintenance technician or qualified supervisor license if working on a special agent releasing panel

that is connected to a main building fire alarm control panel.

35. Special hazard alarm installation, inspection, testing, and maintenance qualified supervisor (SHAQS-II). The required minimum experience in the category of special hazard alarm installation, inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in special hazard alarm installation, inspection, testing, and maintenance, with a minimum of one (1) year of experience as a licensed special hazard installation, inspection, testing, and maintenance technician under the supervision of a currently licensed special hazard alarm installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed special hazard alarm installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems, or
    c. Manufacturer's certification.

    Special hazard alarm installation, inspection, testing, and maintenance qualified supervisors must possess a fire alarm inspection, testing, and maintenance or fire alarm installation, inspection, testing, and maintenance technician or qualified supervisor license if working on a special agent releasing panel that is connected to a main building fire alarm control panel.

36. Special hazard suppression inspection, testing, and maintenance technician (SHST-I). The required minimum experience in the category of special hazard suppression inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in special hazard suppression inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed special hazard suppression inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems,
    c. AFSA/NFSA 2nd Year Test Certification,
    d. CSA PEG2 – Pre-Engineered Gas Clean Agent On-Site; or
    e. Manufacturer's Certification.

37. Special hazard suppression inspection, testing, and maintenance qualified supervisor (SHSQS-I). The required minimum experience in the category of special hazard suppression inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in special hazard system inspection, testing, and maintenance with a minimum of one (1) year of experience as a special hazard suppression inspection, testing, and maintenance technician working

under a special hazard suppression inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed special hazard suppression inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET II – Special Hazard Systems,
c. AFSA/NFSA 2nd Year Test Certification,
d. CSA-CKH2 Commercial Hood Install and Service,
e. CSA PEG2 – Pre-Engineered Gas Clean Agent On-Site; or
f. Manufacturer's Certification.

38. Special hazard suppression installation, inspection, testing, and maintenance technician (SHST-II). The required minimum experience in the category of special hazard suppression installation, inspection, testing, and maintenance technician is four (4) years of experience and eight (8) thousand hours of experience in special hazard suppression installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed special hazard suppression installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET II – Special Hazard Systems,
c. AFSA/NFSA 4th Year Test Certification,
d. CSA-CKH2 Commercial Hood Install and Service,
e. CSA PEG2 – Pre-Engineered Gas Clean Agent On-Site; or
f. Manufacturer's Certification.

39. Special hazard suppression installation, inspection, testing, and maintenance qualified supervisor (SHSQS-II). The required minimum experience in the category of special hazard suppression installation, inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in special hazard system installation, inspection, testing, and maintenance with a minimum of one (1) year of experience as a special hazard suppression installation, inspection, testing, and maintenance technician working under a special hazard suppression installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed special hazard suppression installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with, and be in possession of one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET II – Special Hazard Systems,

c. AFSA/NFSA 4th Year Test Certification,
d. CSA-CKH2 Commercial Hood Install and Service,
e. CSA PEG2 – Pre-Engineered Gas Clean Agent On-Site; or
f. Manufacturer's Certification.

40. Utility installer. Applicants for a utility installer license shall have one (1) year of experience in the utility contracting trade or with a licensed plumber.

C. Any person who is required to take a city provided examination and fails to pass may schedule re-examination up to two subsequent times. Should such person fail to pass the second and subsequent time, the department shall refuse a fourth or subsequent examination until after the expiration of six months. Such person shall not work in the intervening time in the category for which the application was submitted.

(Ord. No. 22-23, § 2, 12-19-2023; Ord. No. 12-24, 7-2-2024)

15.11.080 License—Fees.

Fees shall be established by resolution of the city council of the city of Casper, Wyoming.

15.11.090 License—Payment—Issuance.

The applicant, after the completion of all licensing requirements, shall pay for and upon payment receive the appropriate license within ninety days after notification of approval of the application, and subsequent application approval shall become null and void. Thereafter, a new application shall be required.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.100 License—Register.

The department shall maintain a register reflecting the name of each person who has currently applied for or is licensed by the city for the current calendar year.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.110 License—Partnerships, corporations and associates, and limited liability companies—Conditions.

A. A partnership, corporation or association in good standing, or limited liability company (for the purposes of this section, any or all shall be referred to as "firm") may be issued a license required by this chapter upon compliance with the following:

1. The individual applying must be an active owner, partner, officer, member, or fulltime salaried employee of the firm;

2. The license, if issued, shall be in the name of the individual and shall show on its face the name of the individual upon whose competency it is issued, and then the name of the firm for whom the individual is doing business or is employed.

B. A license issued under this section shall be valid only so long as the individual who is named on the license as the qualified person shall remain in or with the firm in the capacity required in subdivision 1 of subsection A of this section. In the event the individual who is named on the license issued to a firm leaves the firm or severs their active participation with said firm without notifying the department within ten days, said individual shall not be entitled to apply for and receive a new license for a period of ninety days.

C. If the individual qualifying on behalf of the firm ceases to be affiliated with the firm to which a license has been issued, said firm shall notify the department in writing within ten days of such cessation; and said firm shall apply to the department for an extension of time to qualify through another person. Said time extension shall in no case be longer than ninety days. If the firm fails to notify the department within the ten-day period, at the end of such period, its license shall be suspended until such time as a new person in the firm qualifies for a license as required by this chapter, and said license is issued. Any firm may substitute a name of a qualified person on its license so long as it notifies the department and said person is a member of the firm as required by this chapter. Upon such notice, the department shall issue a new license with the substituted name.

D. A new license shall be required for any firm which permanently changes its name or legal status. A new license shall be issued and a fee shall not be charged for the issuance of a new license in the event of such a change; provided that the department is notified within ten days of the effective date of the change; and provided that the individual upon whose competency the license is issued is a member of the new firm as required in this section and is a qualified person. In the event notice is not provided within ten days, at the end of said period the fee for new licenses shall be charged for the issuance of a license. In addition, if notice is not given as provided herein, the firm and its employees shall be considered to be operating without a license and shall be in violation of this chapter.

E. In the event a firm is issued a license, the individual upon whose competence the license is issued shall be responsible for ensuring that the firm and its employees comply with the provisions of this chapter. In the event any employee of the firm violates any provision of this chapter, both the employee and the firm shall be deemed to be in violation hereof.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.120 License—Renewal.

A. All licenses shall expire on the last day of each year. Licenses shall be renewed annually with a thirty-day grace period following the renewal date. The department shall have the authority to reissue a license; provided such reissuance shall be accomplished prior to the date of expiration or within the thirty-day grace period. If such license is not renewed prior to that time, the license shall be declared null and void, and a new application shall be filed with the department. Any work done by any person for which a license is required that is performed after the thirty-day grace period, and prior to obtaining a valid license, shall be a violation of this chapter.

B. Licenses requiring continuing education shall have the required number of continuing education units (C.E.U.'s) submitted to the department for review prior to the issuance of a license renewal. The required number of C.E.U.'s required to maintain a license and/or

certification shall be the responsibility of the license holder to obtain and shall be earned through an approved source such as a Casper College Trade Course/Training, NICET, ACI, ICC, BPI, HPIP, or other department approved entities. It is the license holder's responsibility to obtain approval from the department prior to obtaining C.E.U.'s from a provider which is not on the department approved provider list.

C. License continuing education requirements are as follows:

1. General Contractor:

a. Class I. All Class I General Contractor licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields such as framing, insulation, drywall, structural related elements, building codes, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

b. Class IIA. All Class IIA General Contractor licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields such as framing, insulation, drywall, structural related elements, building codes, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

c. Class IIB. All Class IIB General Contractor licenses require a minimum of four (4) hours of continuing education annually in residential construction related fields such as framing, insulation, drywall, structural related elements, building codes, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

d. Class III. All Class III General Contractor licenses require a minimum of four (4) hours of continuing education annually in residential construction related fields such as framing, insulation, drywall, structural related elements, building codes, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal.

e. Class IV. All Class IV General Contractor licenses require a minimum of two (2) hours of continuing education annually in residential construction related fields such as framing, insulation, drywall, and flatwork elements, building codes, or any other department approved training(s). Proof of a currently

issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal.

2. Sub-Contractor:

    a. All sub-contractor licenses including roofing, general concrete, flatwork concrete, drywall, insulation, and framing require a minimum of four (4) hours of continuing education annually in applicable fields in which the license is held, or any other department approved training(s). All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal.

3. Plumbing:

    a. Master Plumber. All Master Plumber licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields associated with the plumbing trade, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council Master Plumber certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

    b. Journeyman Plumber. All Journeyman Plumber licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields associated with the plumbing trade, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council Journeyman Plumber certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

    c. Apprentice Plumber. Apprentice Plumber licenses do not require continuing education.

4. Mechanical:

    a. Mechanical Master. All Mechanical Master licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields associated with the mechanical trade, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council Master Mechanical certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

    b. Mechanical Journeyman. All Mechanical Journeyman licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields associated with the mechanical trade, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council Journeyman Mechanical certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

c. Mechanical Apprentice. Mechanical Apprentice licenses do not require continuing education.

5. Electrical:

   a. Master Electrician. Master Electrician licenses require sixteen (16) hours of continuing education. Eight (8) of the sixteen (16) hours shall be from a code-related course. The sixteen (16) hours must be completed within a three (3) year period from the last license renewal;

   b. Journeyman Electrician. Journeyman Electrician licenses require sixteen (16) hours of continuing education. Eight (8) of the sixteen (16) hours shall be from a code-related course. The sixteen (16) hours must be completed within a three (3) year period from the last license renewal;

   c. Low-voltage Electrical Technician. Low-voltage Electrical Technician licenses require four (4) hours of continuing education. Two (2) of the four (4) hours shall be from a code-related course. The four (4) hours must be completed within a one (1) year period from the last license renewal;

   d. Apprentice Electrician. Apprentice Electrician licenses do not require continuing education.

6. Fire Contractors:

   a. Fire Alarm Contractors. All levels of Fire Alarm Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance.

   b. Fire Sprinkler Contractors. All levels of Fire Sprinkler Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance

   c. Fire Pump Contractors. Fire Alarm Contractors. All levels of Fire Pump Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance

   d. Hood cleaning qualified supervisor (HCQS). Must adhere to the recertification requirements set forth by IKEKA for CECT certification and provide Casper Fire EMS updated proof of certification or completed equivalent training log annually to illustrate compliance

   e. Special Hazard Suppression Contractors. . All levels of Special Hazard Suppression Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance

   f. Special Hazard Alarm Contractors. . All levels of Special Hazard Alarm Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance

g. Life Safety System Designers. Must adhere to the NICET or Registered Design professional recertification standards as set forth by their credentialing agency or the State of Wyoming. Registered Design professionals must maintain good standing and maintain registration at all times. All Registered Design Professionals are subject to verification by search in their affiliated online registry.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.130 License transfers.

There shall be no license transfers of a license held by one person to another person. There is no entitlement to transfer any license issued under the authority of this ordinance to another person, entity, or firm. The dissolution of a business entity which has been licensed terminates the license and no person may thereafter operate under that license.

A. Licensees wishing to change a name, address, email, or phone number shall apply to the department indicating such change. Upon approval by the department, a certificate of insurance shall be submitted with the new name of the company and the city of Casper as a certificate holder prior to the issuance of the new license.

B. A new license is required for the creation of a new business entity or with transfer of ownership involving a registered person.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.140 Licensee responsibility.

A licensee shall be responsible for work requiring a permit under the provisions of this chapter or other applicable city ordinance without limitation to the items as herein listed, and shall do or cause to be done the following:

A. To present their license when requested by the administrative authority;

B. To obtain a permit when the same is required prior to the commencement of work unless work is due to an emergency repair. Emergency repairs shall be permitted as required by this Code no later than by the end of the next business day;

C. To faithfully construct, without substantial departure from or disregard of drawings and specifications, when such drawings and specifications have been filed and approved by the building department and a permit issued for same, unless such changes are approved by the owner, owner's agent, and the department;

D. To complete all work authorized on the permit issued by the department unless good cause is shown;

E. To obtain inspection services when the same are required by city Municipal and adopted Building Codes;

F. To pay any fee assessed under the authority of the Municipal or Building Code adopted by the city;

G. To build in compliance with all Municipal and adopted codes;

H. To warrant the workmanship, structural soundness, and code compliance of the residence or building for a period of one year from the date of the issuance of the final certificate of occupancy of such residence or building by the department, or in case of a remodeling, one year from the date of the approved final inspection by the department;

I. To be responsible for all work performed by the licensee, licensee's employees, and subcontractors, whether permit is required or not;

J. To verify and ensure that all subcontractors and employees are properly licensed for the work which they are performing;

K. Report in writing to the department, within three working days, all events occurring within any construction or demolition project which has caused structural damage to any building, structure, and/or utility;

L. Pay all fees for permits, plan checks, special or re-inspections, and penalties assessed under the authority of this ordinance and the adopted Building Codes;

M. Comply with every lawful order or notice entered or issued by the department or administrative authority.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.150 License—Insurance requirements.

Every contractor granted a license of any kind under the terms of this chapter shall be required as a condition of receiving and holding said license to maintain, at all times, employer's liability insurance and workman's compensation insurance, if employees are hired by such contractor, and public liability insurance of a minimum limit of not less than two hundred fifty thousand dollars for personal injury or death of one person; five hundred thousand dollars for personal injury or death of all persons arising out of any one incident; property damage insurance with a minimum limit of not less than two hundred fifty thousand dollars for one incident; and shall furnish the city a certificate that such insurance is maintained.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.160 Probation, suspension or revocation—Conditions.

The administrative authority may suspend or revoke a license when the licensee or an employee of the licensee commits one or more of the following acts or omissions:

A. Failure to comply with any of the requirements of this ordinance;

B. Knowingly combining or conspiring with any unlicensed person to evade the provisions of this chapter, by permitting one's license to be used by such person;

C. Knowingly acting as agent, partner, associate or in any other capacity, with any unlicensed person, to evade the provisions of this chapter;

D. Knowingly violating any provision of any city ordinance;

E. Hiring or subcontracting to unlicensed subcontractors or persons not legally permitted to be performing the work;

F. Occupying a structure prior to obtaining an approved temporary or final certificate of occupancy or an approved final inspection;

G. Failure to convert a temporary certificate of occupancy into a certificate of occupancy due to failure of meeting the temporary certificate of occupancy's terms and conditions;

H. Obtaining a license or permit by fraud or misrepresentation;

I. Non-payment of building permit, plan check, or any other city assessed fees;

J. Failure to obtain required permits prior to the commencement of work as required by Municipal and Building Codes;

K. Overtly aggressive or threatening behavior towards city officials;

L. Performing work not allowed under the licensee's currently held license classification;

M. Failure to request inspections required by the department;

N. Working with an expired or suspended license;

O. Repetitive misrepresentation of permit valuations;

P. Repetitive confirmed complaints involving violations of this ordinance, pertaining to a licensee or licensee's subcontractors, representative(s), or employee(s);

Q. Having a license suspended or revoked in another jurisdiction.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.170 Probation, suspension or revocation—Procedure.

Failure to comply with license requirements may result in a suspension or revocation of an issued license and shall be considered when an application is made for a new or reinstatement of a suspended or revoked license. Disciplinary proceedings under this section shall be commenced, first, by filing a written complaint upon a form provided by the department. Complaints may be filed by any city of Casper resident, licensed contractor, by the department, or by the administrative authority. All complaints shall be filed within sixty days of the discovery of an alleged violation. Failure to file a complaint within the required time limitation shall result in the dismissal of the complaint.

Complaints shall be filed on a department provided form, and shall include the following:

1. The name, address, and telephone number of each complainant;

2. The name, address, and telephone number of the licensee/respondent;

3. The location, day, and time that the alleged violation occurred;

4. The persons and/or basis on which the complaint is based;

5. A statement which cites the specific Municipal or adopted Building Code(s) that were violated;

6. The signature of the complainant, verifying to the best of their knowledge, that the information set forth within the complaint is true and correct.

The administrative authority and/or department will review all complaints received and investigate their validity. If there are legitimate license violations that have occurred then the department will mail a notice of violation to the licensee/respondent at the business address that is on file with the city by e-mail and/or certified mail. In lieu of an invalid mailing address, the notice of violation shall be given through personal delivery.

Upon validation of a complaint or complaints, and/or when any of the acts or omissions as enumerated in section 15.11.150 are committed by a licensee or their employee(s) or representative(s), and the administrative authority or the department deems that such license shall be put on probation, suspended or revoked, the procedure shall be as follows:

A. The administrative authority shall give notice to licensee by e-mail, certified mail, or by personal delivery of the facts or conduct which warrant the probation, suspension, or revocation of the license, and that such probation, suspension, or revocation will be effective immediately if a request for a hearing on such matter is not received as provided in subsection B of this section. If a request is made, the discipline shall be stayed until completion of the appeal;

B. Upon receipt of the notice, the licensee shall respond to the allegations and may request a hearing before the appeals board. Such request shall be in writing to the administrative authority and city attorney's office within seven business days of receipt of notice. At such hearing, department shall be represented by the city attorney's office, who shall present evidence of the licensure violation(s) in question. The licensee shall be given an opportunity to show their compliance with the licensure requirements for the retention of the license. The hearing shall be conducted in compliance with the procedures of the Wyoming Administrative Procedure Act. Failure by the licensee to respond to the allegations or request an appeal hearing shall be deemed a waiver of any appeal and the order of probation, suspension, or revocation shall become final;

C. If a hearing is requested by the licensee, the appeals board shall direct and the administrative authority shall set a time, date, and place for such hearing, and so notify the licensee in writing. Such notice shall include a statement of:

   1. The time, place and nature of the hearing;

   2. The legal authority and jurisdiction under which the hearing is to be held;

   3. The alleged licensure violations involved;

   4. The administrative authority's requested consequence for the violation;

D. When a hearing is conducted, all interested parties, including their attorney(s), may be in attendance. Upon completion of the hearing the appeals board shall notify the licensee, within five working days, of its findings and ruling in writing by e-mail and/or certified mail;

E. Decisions of the board may be appealed in accordance with the Wyoming Administrative Procedures Act and Wyoming Rules of Appellate Procedure.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.180 Probation, suspension or revocation—Disciplinary progression and timeframe.

A. Unchallenged or upheld findings and determinations of the administrative authority or Department shall result in the minimum probationary, suspension, or revocation period(s) as follows:

1. Depending on the severity of the offense of any of the licensure requirements, up to three (3) warnings may be issued per calendar year before any disciplinary action is taken;

2 First disciplinary action of any offense or combination of offenses pertaining to the licensure requirements within a calendar year shall require the license to be placed on probation for not less than six months;

3. Second disciplinary action of any offense or combination of offenses pertaining to the licensure requirements within a calendar year shall require the license to be suspended for not less than six (months);

4. Third disciplinary action of any offense or combination of offenses pertaining to the licensure requirements within a calendar year shall require the license to be revoked for not less than one year;

5. Any subsequent offense or combination of offenses pertaining to the licensure requirements within a calendar year shall result in penalties outlined in section 15.11.200 of this chapter and may result in permanent revocation of city licensure;

6. History of two consecutive calendar years of disciplinary action against a license will result in the permanent revocation of city licensure.

B. If no further violations occur within the probationary, suspension, or revocation timeframe, then the

license may be reinstated. Insurance requirements and renewal fees shall be up to date prior to the

reinstatement of the license.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.190 Suspension or revocation—Emergency suspension.

If the administrative authority finds that just cause concerning imminent danger to personal safety or health conditions exists for suspension or revocation of a license, the department may enter an order for immediate suspension and suspend the activities of the licensee. The licensee may, upon notice of such suspension, request an immediate hearing before the board and the hearing shall be conducted as soon as possible in the manner prescribed in this chapter.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.200 Suspension or revocation—Ineligibility for new licenses.

A person whose license has been put on probation, suspended, or revoked shall not be entitled to file a new application by the establishment of a new legal entity, in which the individual has ownership interest, during the length of such revocation or suspension.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.210 Violation—Penalty.

In addition to the probation, suspension, and revocation of any license as provided in this chapter, any person who violates any provisions of this chapter, or any rule or regulation promulgated hereunder, is guilty of a misdemeanor, the penalty for which is prescribed under Chapter 1.28 of this Code.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.220 Board of appeals.

A. There is hereby established a board to be known as the board of appeals, consisting of seven members. The members shall be residents of Natrona County and shall be selected and appointed by the city council. Members shall consist of:

1. A licensed master plumber;
2. A licensed mechanical master;
3. A licensed master electrician;
4. A professional engineer or architect;
5. A licensed class I building contractor;
6. A licensed utility contractor, licensed mobile home installer, or licensed fire suppression, licensed fire alarm contractor; and,
7. A member of the general public.

B. All members of the board shall serve without pay and until which time that they resign or are removed from their position for just cause. The board shall meet monthly or at such times as necessary to conduct business. The board shall elect, from its membership, a chairman, vice-chairman, and secretary who shall serve one-year terms. 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 by the city council.

C. Any person may appeal a decision of the department or administrative authority with regard to any official decisions, conditions, or actions as provided by this chapter, or the suitability of alternate materials, methods of construction or interpretation of the building, mechanical, electrical, plumbing and fire codes adopted by the city. Appeal shall be commenced by the person by giving written notice of such appeal and stating therein the decision and reasons for the appeal to the secretary of the board of appeals within a period of five working days

of the decision. The administrative authority shall present, in writing, to the board within five working days thereafter, all facts pertaining to the decision rendered.

D. The board of appeals shall, within thirty calendar days thereafter, hold a hearing and follow the hearing procedures set forth in subsections C, D and E of Section 15.11.160.

15.11.230 Transitional provisions.

Except as otherwise expressly provided herein, this chapter shall not be construed to require the duplication or reissuance of any license or certificate within the same calendar year, the duplication of any application, nor the duplication of any payment of any license or certificate fee for a particular grade of license or certificate within the same calendar year. All persons in the building and construction industries presently licensed under former codes and ordinances of the city shall be deemed to be appropriately licensed hereunder. Any such licensee under a former city code or ordinance who fails to reapply for a license upon expiration of the existing license or any grace period allowed by this chapter shall be deemed to be in violation of this chapter if such person does or performs any work for which a license is required by this chapter.

(Ord. No. 22-23, § 2, 12-19-2023)

Chapter 15.12 CONSTRUCTION REGULATIONS

15.12.010 Reserved.

Ord. No. 6-24, adopted April 2, 2024, repealed § 15.16.010, which pertained to building construction during certain hours—exceptions prohibited and derived from the prior Code.

15.12.020 Excavations and demolition—Fencing requirements.

A. No person shall own, lease, operate, maintain or conduct within the city for commercial purposes, for a period of more than four days, any pit, hole in the ground, pool or other excavation or demolition without first having such pit, hole in the ground, pool or other excavation or demolition securely fenced. Such fence shall be not less than five feet high and constructed of woven wire at least twenty-six inches high with four strands of wire above the woven wire equal distances apart to the top of each post with a wooden or steel guard arm one-foot long extending from each fence post, with one strand of wire attached to each such guard arm. The fence posts shall be at least five feet above the ground, eight feet apart and set at least two feet in the ground, with two stays of wire between each post, securely attached to the woven wire below.

B. In the event woven wire cannot be obtained, then such fence shall consist of wire every six inches apart commencing three inches above the ground and extending to the top of the fence posts with wire stays every two feet between such fence posts and with a wooden or steel guard arm one foot long extending from each fence post, with at least one strand of wire attached thereto.

(Prior code § 26-9; Ord. No. 17-24, 8-20-2024)

15.12.030 Excavations and demolition—Sign requirements.

The fence required in section 15.16.020 15.12.020 shall have posted thereon a proper "No Trespassing" sign.

(Prior code § 26-10; Ord. No. 17-24, 8-20-2024)

Chapter 15.13 MOVING BUILDINGS

15.13.010 Permit—Required.

No person shall move any garage, house or other structure of similar size on or over any of the streets, alleys or other property in the city without first having secured a permit to do so from the city engineer.

(Prior code § 7-10)

15.13.020 Permit—Application—Inspection—Conformance agreement.

Any person desiring or intending to move any structure shall make written application for such permit on a form furnished by the city engineer which shall set forth the kind, size and height of the structure to be moved, the location from which and to which the same is to be moved, the route to be followed as approved by the city engineer. The building shall be inspected and approved by the building inspector and the applicant shall agree to conform with the zoning, building, electrical, plumbing codes and all pertinent city ordinances.

(Prior code § 7-11)

15.13.030 Permit—Equipment, bond, deposit and fee requirements.

Before a permit required by Section 15.13.010 is issued, the applicant shall supply the following:

A. Assurance that he has adequate machinery, appliances and equipment for the proper move;

B. Personal and property damage bond in the amount of five thousand dollars as protection to persons and property against damage by the moving operations, which bond shall be approved by the mayor or city council;

C. A cash deposit of one hundred dollars; which deposit will be held to insure payment of the following fees, which shall be in addition to the permit fee hereinafter set forth:

1. To cover the expenses of cutting wires and reuniting same and moving and replacing poles,

2. Any dispute arising as to the actual costs may be, by either party, referred to the city council who shall investigate the same and decide as to the rights of the parties;

D. A fee of five dollars per day for each and every day, or part thereof, that the structure is occupying any street, alley or public property while in transit.

(Prior code § 7-12)

15.13.040 Permit—Fee.

In addition to the fees set forth in Section 15.13.030, the permit fee shall be paid for in cash at the time the permit is issued and shall be in accordance with the moving fee set forth as follows:

Total Square Foot Area	Moving Permit Fee $
Less than two hundred square feet.	5.00
More than two hundred square feet, less than five hundred square feet.	10.00
More than five hundred square feet, less than one thousand square feet.	15.00
More than one thousand square feet, less than fifteen hundred square feet.	20.00
More than fifteen hundred square feet, less than two thousand square feet.	25.00
More than two thousand square feet, two dollars and fifty cents per one hundred square feet.	

Where work for which a permit is required by this chapter is started or proceeded with prior to obtaining the permit, the fees above specified shall be doubled, but the payment of such double fee shall not relieve any person from fully complying with the requirements of this chapter.

(Prior code § 7-14)

15.13.050 Permit—Issuance conditions.

When the required bond has been approved and the one hundred dollars deposit required by Section 15.44.030 made, and upon payment of the permit fee prescribed in Section 15.13.040, the city engineer is authorized to issue to the applicant a permit granting him the right to move the structure described in his application which will specify the route therefor as prescribed and approved by the city engineer.

(Prior code § 7-13)

15.13.060 Permit—Revocation.

The city engineer may revoke any permit granted under the terms of this chapter when it shall become known to him that the permittee is in any manner whatsoever failing to comply with the terms thereof. In the event of such revocation, any person to whom such permit was granted shall thereafter be operating without a permit and subject to punishment as provided in Chapter 1.28 of this code.

(Prior code § 7-15)

15.13.170 Permit—Receipt.

It is the duty of the city engineer to issue his official receipt for all fees received by him under this chapter, and to indicate on such receipt the purpose for which each amount is collected.

(Prior code § 7-16)

15.13.080 Streets, trees and other public property—Inspection charge.

The permittee shall protect the street surface and trees as and if required by the city engineer. If necessary, the city engineer will provide an inspector to oversee the moving of such building for the protection of public property and other property located in the city. The permittee shall pay for such additional service, in addition to the fees prescribed in Sections 15.13.030 and 15.13.040, a charge of not less than five dollars nor more than ten dollars for each day's service.

(Prior code § 7-20)

15.13.090 Application and route approval by city officials—Permit holder's responsibility.

It is the duty of a permittee to move the structure for which a permit is granted as expeditiously as possible and no deviation from the assigned route shall be made except with the approval of the city engineer. The city engineer, before granting the permit, shall be sure that the application and route for moving has been approved in writing by the chief of the city fire department, chief of police and the city electrician, together with the local representatives of the power and telephone companies and radio and television stations, who shall receive a copy of the route to be traversed shown thereon. The moving permit shall disclose the time when moving operations will commence. If the cutting of wires or removing of poles is necessary for the moving of any structure, the person so desiring the same shall give the owner of such wires or poles at least twenty-four hours' written notice of such desire.

(Prior code § 7-17)

15.13.100 Wire, pole and service line cutting restrictions.

No one other than the owner thereof, or the owner's agent or employee, shall cut, remove or injure any radio and television transmitter, telephone, telegraph, electric light and power wires or poles or service lines in the city.

(Prior code § 7-18)

15.13.110 Occupation of building while in transit prohibited.

No building which is being moved upon or over streets, alleys or property of the city shall be occupied while in transit.

(Prior code § 7-19)

Chapter 15.14 ABATEMENT OF DANGEROUS BUILDINGS

15.14.010 Title.

This chapter shall be known as the "Uniform Code for the Abatement of Dangerous Buildings" of the city.

(Ord. 20-89 § 1, 1989)

15.14.020 Adoption.

Pursuant to the authority of Wyoming Statute Section 15-1-103(A)(XXVI) and (XLI), there is adopted by the city for the purpose of prescribing regulations for the minimum standards to safeguard life, health, property and public welfare that certain suggested code known as the Uniform Code for the Abatement of Dangerous Buildings, being particularly the 1997 Edition thereof, and the whole thereof, except such portions as are in this chapter modified, deleted or amended by Section 15.14.030; not less than three copies of which have been, and are now filed in the office of the city clerk, engineer or planner of the city, and the same is adopted and incorporated as fully as if set out at length herein and from the date on which the ordinance codified in this chapter takes effect, the provisions hereof shall be controlling within the limits of the city.

(Ord. 20-89 § 2, 1989)

15.14.030 Amendments, alterations and deletions.

The Uniform Code for the Abatement of Dangerous Buildings, 1 Edition, is amended and changed in the following respects:

Section 103 is amended to read as follows:

All buildings or structures which are required to be repaired under the provisions of this code shall be subject to the provision of the most recently adopted versions of the International Building and Fire Codes.

Section 204 is amended to read as follows:

All buildings of structures within the scope of this code and all construction or work for which a permit is required shall be subject to inspection by the building official in accordance with and in the manner provided by this code, and the most recently adopted versions of the International Building and Fire Codes.

C. Section 205 is amended to read as follows:

In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretations of this code, there shall be and is hereby created a Board of Appeals consisting of not less than three members of the

City Council. A Community Development Department representative who is not associated with the Dangerous Building designation shall act as secretary to said board but shall have no vote upon any matter before the board. The Board of Appeals shall be appointed by the Mayor with the consent of the governing body and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant, with a duplicate copy to the building official. Appeals to the board shall be processed in accordance with the provisions contained in Section 501 of this code. Copies of all rules or regulations adopted by the board shall be delivered to the building official, who shall make them freely accessible to the public.

Section 301—Definitions. Add the following definitions:

1. **BUILDING PERMIT** is an official document or certificate issued by the Building Official authorizing performance of a specific activity. Building permits are broken down into the following permit subcategories:
    a. Building Permit – authorizes the applicant to perform building related construction activities.
    b. Electrical Permit – authorizes the applicant to perform electrical related construction activities.
    c. Plumbing Permit – authorizes the applicant to perform plumbing related construction activities.
    d. Mechanical Permit – authorizes the applicant to perform mechanical related construction activities.
2. **BUILDING OFFICIAL** where used in this Code, the term "Building Official" shall be defined as the City Manager or his authorized representative.
3. **DANGEROUS BUILDING** is any building or structure deemed to be dangerous under the provision of Section 302 of this code, Section 116 of the most recently adopted edition of the International Building Code, and/or Section 115 of the most recently adopted edition of the International Fire Code.
2. **DEMOLITION CONTRACTOR** is a demolition or building contractor who is currently licensed by the City of Casper.
3. **DEMOLITION PERMIT** is an official document or certificate issued by the Building Official authorizing performance of a specific activity.

Section 302 (16) is amended to read as follows:

16. Whenever any building or structure because of obsolescence, dilapidated conditions, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heat apparatus, or other cause is determined by the Fire Marshal to be a fire hazard.

Section 401.2 (3.3) is amended to read as follows:

3.3 If the building official has determined that the building or structure must be demolished, the order shall require that the building be vacated within such time as the

building official shall determine is reasonable (not to exceed 60 days from the date of the order); that all required permits be secured therefor within such time as the building official shall determine is reasonable (not to exceed 60 days from the date of the order); and that the demolition be completed within such time as the building official shall determine is reasonable.

Section 401.2 (4) is amended to read as follows:

Statements advising that if any required repair or demolition work (without vacation also being required) is not commenced within the time specified, the building official (i) will order the building vacated and posted to prevent further occupancy until the work is completed, and (ii) may proceed to cause the work to be done and charge the cost thereof against the property or its owner.

Statements advising (i) that any person having any record title or legal interest in the building may appeal from the notice and order or any action of the building official to the board of appeals, provided the appeal is made in writing as provided in this code and filed with the building official within such time as the building official shall determine is reasonable (not to exceed 30 days) from the date of the service of such notice and order; and (ii) that failure to appeal will constitute a waiver of all right to an administrative hearing and determination of the matter.

Section 404.1 is amended to read as follows:

Every notice to vacate shall, in addition to being served and containing the information set forth in Section 401.3, be posted at or upon each exit of the building, and shall be in substantially the following form:

Do not enter unsafe to occupy. It is a misdemeanor to occupy this building or remove or deface this notice. (Section 401.3 information here).

By order of the City Manager of
the City of Casper, Wyoming

Add new Section 600 to read as follows:

Hearings shall be conducted pursuant to the Wyoming Administrative Procedures Act (W.S. Section 16-3-101 et seq.) and as otherwise provided in this Chapter 6. In the event of a conflict, the provisions of the Wyoming Administrative Procedures Act shall control.

Section 703 is amended to read as follows:

No person shall obstruct, impede or interfere with any officer, employee, contractor or authorized representative of this jurisdiction or with any person who owns or holds any estate or interest in any building which has been ordered repaired, vacated or demolished under the provisions of this code; or with any person to whom such building has been lawfully sold pursuant to the provisions of this code, whenever such officer, employee, contractor or authorized representative of this jurisdiction, person having an interest or estate in such building or structure, or purchaser is engaged in the work of repairing, vacating and repairing, or demolishing any such building, pursuant to the provisions of this code, or in performing any necessary act preliminary to or incidental to such work or authorized or directed pursuant to this code.

Chapter 8 is amended to read as follows:

CHAPTER 8 PERFORMANCE OF WORK OF THE ENFORCEMENT OF THIS CODE

Section 801.1 is amended to read as follows:

The Building Official shall direct their authorized representative, director of public works or their authorized representative, or private contractors to perform any work involved with the enforcement of this code. Such work shall be performed by personnel of this jurisdiction or through private contracts. Add Section 803. PERMITS REQUIRED.

803.1 Demolition Permit

A demolition permit shall be obtained from the Building Official before any demolition or removal of the structure occurs. The permit must be obtained by a licensed demolition contractor with the City of Casper or the owner of record of the property. The demolition permit will be valid for a period not to exceed ninety (90) days. The permit may be extended for a period of up to ninety (90) days providing the permittee can demonstrate that the demolition project is of sufficient size or scope that it will require additional time to complete the demolition project.

803.2 Building Permits

Building permit(s) shall be obtained from the Building Official before any repair, alteration, or remodel work of the structure occurs. Permits for non-owner occupied structures must be obtained by a licensed contractor with the City of Casper. Permits for owner occupied structures may be obtained by the property owner. Permits will be valid for a period not to exceed 90 days. The permit may be extended for a period of up to 90 days provide that the permittee can demonstrate that the abatement is of sufficient size, scope, or progress that it will justify additional time to complete.

Add Section 804 BONDING REQUIRED.

All permit applications must be accompanied by a performance bond, letter of credit or a form of collateral acceptable to the City of Casper to insure the timely completion of the demolition project. The amount of the surety will be based on twenty dollars ($20.00) per square foot of the building project area, including each floor and basement area to be demolished.

Chapter 9 is amended to read as follows:

Chapter 9 RECOVERY OF COSTS ASSOCIATED WITH THE ENFORCEMENT OF THIS CODE.

Section 901 is amended to read as follows:

The Public Services Director or Community Development Director shall keep an itemized account of the expense incurred by this jurisdiction in the enforcement of this Code. Upon the completion of the work of repair or demolition, said Public Services Director or Community Development Director shall prepare and file with the Clerk-Treasurer of this jurisdiction a report specifying the work done, the itemized and total cost of the work, a description of the real property upon which the building or structure is or was located, and the names and addresses of the persons entitled to notice pursuant to Section 401.3.

(Ord. 7-94 § 1, 1994: Ord. 22-89 §§ 1, 2, 1989; Ord. 20-89 § 3, 1989)

15.14.040 Violation—Penalty.

Any person, firm, or corporation violating any of the provisions of this code shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of this code is committed, continued, or permitted, shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of the Casper City Code.

(Ord. 7-94 § 2, 1994)

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 _____, 20___.

PASSED on 2nd reading the ____ day of _____, 20___.

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

APPROVED AS TO FORM:

_____

CITY OF CASPER, WYOMING

ATTEST: A Municipal Corporation

_____ _____

Amanda Ainsworth Ray Pacheco

City Clerk Mayor

ORDINANCE NO. 15-26

AN ORDINANCE REPEALING AND REPLACING TITLE 15 OF THE CASPER MUNICIPAL CODE TO UPDATE BUILDING AND CONSTRUCTION REGULATIONS; ADOPTING CURRENT MODEL CODES AND LOCAL AMENDMENTS.

WHEREAS, pursuant to Wyo. Stat. § 15-1-103(a)(xiii) and (xli), the Governing Body of the City of Casper is authorized to enact ordinances necessary to protect the public health, safety, and welfare and to exercise its municipal powers; and,

WHEREAS, the City has adopted building and construction regulations codified in Title 15 of the Casper Municipal Code; and,

WHEREAS, the International Code Council and National Fire Protection Association periodically publish updated model codes reflecting advances in construction practices, technology, and life-safety standards; and,

WHEREAS, the City has reviewed Title 15 and determined that revisions are necessary to clarify provisions, improve organization and administration, update code references, and align local regulations with current nationally recognized construction standards; and,

WHEREAS, the City further finds that certain local amendments are necessary to address community-specific construction practices, infrastructure, and enforcement needs; and,

WHEREAS, the Governing Body of the City of Casper finds that adoption of the revised Title 15 will promote consistent code administration and advance the public health, safety, and welfare of the citizens of Casper.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that Title 15 of the Casper Municipal Code is hereby repealed and replaced and shall be codified as set forth below:

Title 15

BUILDINGS AND CONSTRUCTION

Chapter 15.01 INTERNATIONAL BUILDING CODE[1]

15.01.010 Short title.

The code adopted by the ordinance from which this chapter is derived shall be known as the building code of the city.

(Ord. No. 17-24, 8-20-2024)

15.01.020 Document adopted by reference—Applicability.

There is adopted by the city for the purpose of prescribing regulations for minimum standards, to safeguard life, health, property and public welfare that certain suggested code known as the International Building Code, 2024 Edition, and except such portions as are hereinafter modified, deleted or amended by this chapter, not less than three copies of which have been and are now filed in the office of the community development director, and the same are adopted and incorporated as fully as if set out at length herein and from the date on which the ordinance from which this chapter is derived shall take effect the provisions thereof shall be controlling within the limits of the city.

(Ord. No. 17-24, 8-20-2024)

15.01.030 Building permit issuance.

A. No building permits shall be issued for a building on any unplatted property in the city except upon written application with complete plans showing in detail all proper approaches to streets, alleys and upon deeding such streets and alleys and approaches to the city, and, after acceptance of streets and alleys and approaches, by vote of the city council.

B. No building permit will be issued except when a site plan has been submitted and approved in accordance with requirements of Title 17, zoning, of this code; except that, in lieu of site plan approval, the city engineer may, upon written request of the applicant, waiving the site plan requirement based on a determination by the city engineer that all necessary site improvements are existing and will not be altered by the proposed construction. Consideration of site improvements will include drainage control, traffic control, driveways, curb and gutter, sidewalks and street features. In the event a site plan is not required, the city engineer will issue a letter waving the site plan requirement.

C. Financial surety must be provided for any off-site improvements, on-site drainage improvements and other improvements required in accordance with the approved site plan provided under subsection B of this section. Financial surety shall be as required under Section 16.28.070, financial surety. No building permit may be issued prior to receipt by the city of any required financial surety.

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[1]Ord. No. 17-24, adopted Aug. 20, 2024, repealed the former Ch. 15.04, §§ 15.04.010—15.04.150, and enacted a new Ch. 15.04 as set out herein. The former Ch. 15.04 pertained to similar subject matter and derived from Ord 17-95 § 1 (part), adopted 1995; Ord. 7-98 § 1 (part), adopted 1998; Ord. 18-00 § 1, adopted 2000; Ord. 14-04 §§ 1—14, adopted 2004; Ord. 26-07 § 1 (part), adopted 2007; Ord. No. 28-15, §§ 4, 6, adopted Nov. 17, 2015; Ord. No. 12-20, § 2, adopted June 16, 2020.

(Ord. No. 17-24, 8-20-2024)

15.01.040 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any building or building element not exempted by the 2024 International Building Code Section 105.2 in a building or premises without first obtaining a permit to do such work from the Code Official.

B. A separate permit shall be obtained for each building or structure.

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

E. Owners of commercial buildings may do minor maintenance and repair such as work that is exempt from requiring a permit as identified by the International Building Code Section 105.2. Owners shall not be permitted to perform work requiring a permit, structural, plumbing, mechanical, fuel gas, fire protection, or electrical work which shall require a properly licensed contractor and sub-contractors.

F. Owners of commercial buildings may act as the construction manager for new construction, additions, remodels, major repair, and other types of work that are not minor in nature. Owners/construction managers are required to have licensed contractors who are licensed in the field in which they are working.

15.01.050 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred eighty days. Before such work can be re-commenced, a new permit shall be first obtained.

15.01.060 Fees—Building permit and inspection fees.

Fees shall be established by resolution of the city council of the city of Casper, Wyoming.

(Ord. No. 17-24, 8-20-2024)

15.01.070 Signature of registered engineer or architect required.

No building permit will be issued or plan review undertaken for a building or structure or addition thereto that provides for the employment, housing, or assembly of fifty (50) or more persons, or covers more than five thousand (5,000) square feet of floor area, including basement, if any, intended for use by the general public, unless the plans and specifications for all aspects of the proposed construction for such building or structure bear the signature of a registered engineer or architect licensed by the state of Wyoming to practice as such.

(Ord. No. 17-24, 8-20-2024)

15.01.080 Amendments and changes to the International Building Code.

The International Building Code, 2024 Edition, is amended and changed in the following respects, as set out in Sections 15.01.030 through 15.01.190.

(Ord. No. 17-24, 8-20-2024)

15.01.090 Section 103.2 amended—Appointment of building official.

Section 103.2 is amended to read as follows:
Section 103.2 Building Official General—The City Manager, or his duly authorized representative is hereby authorized and directed to enforce all of the provisions of this code. Where used in this code, the term building official shall be defined as in this amended section.
(Ord. No. 17-24, 8-20-2024)

15.01.100 Section 116—Unsafe Structures and Equipment.

Section 116, which shall not apply to owner occupied residential structures, is amended to read:

Section 116 Structures unsafe for human occupancy.

A. Unsafe Structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because the structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

B. Conditions. Structures or existing equipment that are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress, inadequate light, ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or hazardous maintenance as defined herein, shall be deemed unsafe. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary and as provided for in this section.

    1. Inadequate means of egress. Means a safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code. Locked

doors shall be able to be readily opened from the side from which egress is to be made without the use of keys, special knowledge or effort, except where permitted by the International Building Code. Emergency escape openings shall be maintained in accordance with the code in effect at the time of construction.

2. Multi-Family Egress Lighting. Every common hall and stairway in residential multifamily occupancies shall be lighted at all times. Interior and exterior means of egress, stairways shall be illuminated at all times with not less than 1-foot candle at floors, landings and treads.

3. Ventilation. Every habitable space shall be ventilated by natural or mechanical means. Natural ventilation means each habitable space shall have not less than one operable window. Mechanical ventilation requires supply and return or exhaust air be provided by approved equipment and produce equal amounts of supply and return or exhaust air. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

4. Fire Hazard—Multi-family dwellings and rental units. The required fire resistant-rated construction, including walls, fire stops, shaft enclosures, partitions, smoke barriers, floors, ceilings and sprayed fire resistant materials shall be maintained to limit the spread of fire and smoke. Existing Fire protection systems shall be inspected and maintained. Smoke alarms shall be installed and maintained in institutional and residential dwellings where required. Carbon Monoxide alarms shall be installed and maintained when applicable.

5. Heating Facilities. Dwellings shall be provided with an approved heating appliance such as a furnace or boiler capable of maintaining a room temperature of sixty-eight degrees Fahrenheit in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances shall not be used, nor shall portable unvented fuel burning space heaters be used, as a means to provide required heating. Electrical space heaters are allowed for supplemental heat only.

   Exception: Fuel burning space heaters shall be allowed for emergency use only, until repairs are complete on the required approved heating appliance.

6. Electrical System Hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacles and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

7. Water system. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code.

8. Sanitary Drainage. Plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage septic system. Every plumbing stack, vent, waste and sewer line shall function properly and be kept

free from obstructions, leaks and defects. Prohibited: Sanitary waste shall not be collected, stored or disposed of on any property other than as referenced herein.

9. A vacant structure that is not secured against entry shall be deemed unsafe.

C. Structures unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by ordinance or code, or because the location of the structure or the facility or equipment within the structure constitutes a hazard to the occupants of the structure or to the public.

D. Unlawful Structure. An unlawful structure is one found whole or in part to be occupied by more persons than permitted by code, or was erected, altered or occupied contrary to law.

E. Unlawful Activity. It shall be unlawful for any person, firm, or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy, or maintain any building or structure in the city, or cause or permit the same to be done, in violation of this code.

(Ord. No. 17-24, 8-20-2024)

15.01.110 Section 105.3—Paragraph 8 added—Application requirements.

Add new Paragraph 8 to Section 105.3.3 to read as follows:

8. Said application shall be accompanied by a letter from the Public Utilities Manager of the City certifying to the building official the availability of water and sewer service for said land.

(Ord. No. 17-24, 8-20-2024)

15.01.120 Section 111.1 amended—Certificate of occupancy.

Section 111.1 is amended to read as follows:

Section 111.1 Use or Occupancy—No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a Certificate of Occupancy therefor as provided herein, and providing that all off-site improvements required by the subdivision code have been completed.

15.01.130 Section 202 amended—Definitions.

Section 202 amended to add definitions as follows:

Authorized Agent. Any person who is legally authorized in writing through an affidavit or power of attorney to conduct, carry on, or engage in construction activities including the plan review, permitting, and construction phases associated with a designated property.

Collateral Damage. Any slotting of drywall, removal of finish, or destruction of existing surfaces required for the installation of electrical wiring associated with hardwired smoke and/or carbon monoxide detectors.

15.01.140 Section 903.3 amended—Automatic sprinkler system.

Section 903.3 is amended to add paragraph 903.1.2 which shall read as follows:

An automatic fire sprinkler system shall be installed when the fire flow requirements exceed 2500 gallons per minute, as determined by Appendix B, International Fire Code, 2024 Edition.

(Ord. No. 17-24, 8-20-2024)

15.01.150 Section 907.2.11.6 amended – Power Source.

Section 907.2.11 is amended to read as follows:
Section 907.2.11. Power source – In new construction, alteration, repair or remodels, required smoke alarms shall receive their primary power from the building wiring where such wiring is served from a commercial source and shall be equipped with a battery backup. Smoke alarms with integral strobes that are not equipped with battery backup shall be connected to an emergency electrical system in accordance with Section 2702. Smoke alarms that emit a signal when the batteries are low. Wiring shall be permanent and without a disconnecting switch other than as required for overcurrent protection.
Section 907.2.11.6 Exception 2 added to read as follows:
Smoke alarms installed in accordance with Section 907.2.11.2 shall be permitted to be battery powered where it is technically infeasible to fish electrical wire or where collateral damage will be caused by the installation of hardwired and interconnected smoke alarms as determined by the Electrical or Building Inspector.

15.01.160 Chapter 13 Amended—Energy efficiency.

Amend Section 1301.1.1, Criteria, to read as follows:

Buildings shall be designed and constructed in accordance with the International Energy Conservation Code and shall apply to the building thermal envelope only.

Paragraph 1301.1.2 is added to Section 1301 to read as follows:

A Comcheck Compliance Report using the 2024 Edition of the International Energy Conservation Code shall be submitted with the proposed building plans for the building envelope only at the time of application for review and comment. The Comcheck Compliance Report will be required for all occupancies within the 2024 International Building Code, except for S-1, S-2, F-1, F-2 and U occupancies.

(Ord. No. 17-24, 8-20-2024)

15.01.170 Section 1512.3—Roof recover.

Amend Section 1512.3, Roof recover, and add subparagraph 5, to read as follows:

1512.3 Asphalt Shingle Application. Not more than one overlay of asphalt shingles shall be applied over an existing asphalt shingle roof.

(Ord. No. 17-24, 8-20-2024)

15.01.180 Section 2504.1.3—Vertical and horizontal assemblies.

Section 2504.1.3, vertical and horizontal assemblies, is created to read as follows:

Section 2504.1.3 All single ply gypsum wall board installed on ceilings with 24" spacing of framing members shall be a minimum of 5/8" thickness.

(Ord. No. 17-24, 8-20-2024)

15.01.190 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every such day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this code.

(Ord. No. 17-24, 8-20-2024)

Chapter 15.02 INTERNATIONAL RESIDENTIAL CODE

15.02.010 Short title.

The code adopted by the ordinance from which this chapter is derived shall be known as the residential one and two family dwelling building code of the city.

(Ord. No. 17-24, 8-20-2024)

15.02.020 Document adopted by reference—Applicability.

There is hereby adopted by the city for the purpose of prescribing regulations for minimum standards, to safeguard life, health, property and public welfare that certain suggested code known as the 2024 International Residential Code for one and two family dwellings, and the whole thereof including Appendices BA, BB, and BC, with the exception of Part V, titled Mechanical, more specifically Chapters 12 through 23; Part VI, titled Fuel Gas, more specifically Chapter 24; Part VII, titled Plumbing; more specifically Chapters 25 through 33; Part VIII, titled Electrical, more specifically Chapters 34 through 43, which are hereby repealed; and, except such portions as are hereinafter modified, repealed or amended by this chapter, not less than three copies which have been and are now filed within the office of the community development director, and the same are adopted and incorporated as fully as if set at length herein and from the date on which the ordinance from which this chapter is derived shall take effect the provisions thereof shall be the controlling within the limits of the city.

(Ord. No. 17-24, 8-20-2024)

15.02.030 Amendments and changes to the International Residential Code.

The International Residential Code for one and two family dwellings, 2024 Edition, is amended in the following respects, as set out in sections 15.02.120 through 15.02.230.

(Ord. No. 17-24, 8-20-2024)

15.02.040 Building permit issuance.

No building permit shall be issued for a building on any unplatted property in the city except upon written application with complete plans showing in detail all proper approaches to street, alleys, and upon deeding such streets and alleys and approaches to the city, and after acceptance of streets, alleys and approaches, by vote of the city council.
(Ord. No. 17-24, 8-20-2024)

15.02.050 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any building or building element not exempted by the 2024 International Residential Code Section R105.2 in a building or premises without first obtaining a permit to do such work from the Code Official.

B. A separate permit shall be obtained for each building or structure.

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

E. Owners of commercial (rental) one- and two-family dwellings may do minor maintenance and repair, such as performing work that is exempt from a building permit, as identified in the 2024 International Residential Code Section R105.2. Owners shall not be permitted to perform work requiring a permit, structural, plumbing, mechanical, fuel gas, and electrical.

F. Owners of commercial (rental) one- and two-family dwellings may act as the construction manager for new construction, additions, remodels, major repair, and other types of work that are not minor in nature. Owners/construction managers are required to have licensed contractors who are licensed in the field in which they are working.

15.02.060 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred eighty days. Before such work can be recommenced, a new permit shall be first obtained.

15.02.070 To whom permits may be issued.

A. No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid contractor's license as required by Chapter 15.11, Casper Municipal Code for the type of work to be done, unless otherwise hereinafter provided in this section.

B. Any permit required by this Code may be issued to any person to do any work regulated by this Code in a single-family dwelling used exclusively for his living purposes, including the usual accessory buildings in connection with such building in the event that such person is the bona fide owner of any such dwelling and accessory buildings, and not for immediate resale, and that said owner shall purchase all material and shall personally perform all labor in connection therewith.

15.02.080 Application for permit.

A. Any person legally entitled to apply for and receive a permit shall make such application on forms provided for that purpose. The applicant shall give a description of the character of the work proposed to be done, and the location, ownership, occupancy, and use of the premises in connection therewith. The Code Official may require plans, specifications, or drawings, and such other information as he may deem necessary.

B. If the Code Official determines that the plans, specifications, drawings, descriptions, or information furnished by the applicant is in compliance with this Code, the permit applied for shall be issued upon payment of the required fee as hereinafter fixed.

15.02.090 Fees—Building permit and inspection.

Fees shall be established by resolution of the City Council of the City of Casper, Wyoming.

15.02.100 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28.

15.02.110 Section R103.2 amended—Appointment of building official.

Section 103.2 is amended to read as follows:

Section 103.2 Building Official General—The City Manager, or his duly authorized representative is hereby authorized and directed to enforce all of the provisions of this code.

Where used in this code, the term building official shall be defined as in this amended section.

15.02.120 Work exempt from permit.

One-story detached accessory building under one hundred twenty square feet in area as measured at the maximum exterior wall dimension.
(Ord. No. 17-24, 8-20-2024)

15.02.130 Section R202 amended—Definitions.

Section R202 amended to add definitions as follows:

Authorized Agent. Any person who is legally authorized in writing through an affidavit or power of attorney to conduct, carry on, or engage in construction activities including the plan review, permitting, and construction phases associated with a designated property.

Collateral Damage. Any slotting of drywall, removal of finish, or destruction of existing surfaces required for the installation of electrical wiring associated with hardwired smoke and/or carbon monoxide detectors.
(Ord. No. 17-24, 8-20-2024)

15.02.140 Section R302.7 amended—Under-stair protection.

Section R302.7 reference to 1/2" gypsum board is amended and replaced to read 5/8" Type X gypsum board.
(Ord. No. 17-24, 8-20-2024)

15.02.150 Section R302.6 and Table 302.6 amended—Dwelling/garage separation fire separation.

Table R302.6 amended to read as follows:

All references in Table 302.6 of 1/2" gypsum board are amended and replaced to read 5/8" Type X gypsum board or equivalent.
(Ord. No. 17-24, 8-20-2024)

15.02.160 Section R310.6 amended – Power Source.

Section R310.6 Exception 2 to read as follows:

Smoke alarms installed in accordance with Section R314.2.2 shall be permitted to be battery powered

where it is technically infeasible to fish electrical wire or where collateral damage will be caused by the installation of hardwired and interconnected smoke alarms as determined by the Electrical or Building Inspector.

15.02.170 Section R311.6 amended – Power source

Section R311.6 Exception 2 to read as follows:

Carbon monoxide alarms installed in accordance with Section R315.2.2 shall be permitted to be battery powered where it is technically infeasible to fish electrical wire or where collateral damage will be caused by the installation of hardwired and interconnected smoke alarms as determined by the Electrical or Building Inspector.

15.02.180 Table R702.3.5 amended—Minimum thickness and application of gypsum board.

Create footnote "E" to Table R702.3.5 to read:

All ceiling applications for gypsum board with 24" spacing of framing members must be a minimum of 5/8" in thickness.
(Ord. No. 17-24, 8-20-2024)

15.02.190 Fire sprinklers.

Section R317.5, Fire Sprinklers—Deleted in its entirety.
(Ord. No. 17-24, 8-20-2024)

15.02.200 Automatic fire sprinkler systems.

Section R309, Automatic Fire Sprinkler Systems—Deleted in its entirety.
(Ord. No. 17-24, 8-20-2024)

15.02.210 Fire protection of floors.

Section R302.13, Fire Protection of Floors—Deleted in its entirety.
(Ord. No. 17-24, 8-20-2024)

15.02.220 Structures unsafe for human occupancy.

This section shall not apply to owner occupied residential properties.

A. Unsafe Structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because the structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

B. Conditions. Structures or existing equipment that are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress, inadequate light, ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or hazardous maintenance as defined herein, shall be deemed unsafe. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary and as provided for in this section.

    1. Inadequate means of egress. Means a safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code. Locked doors shall be able to be readily opened from the side from which egress is to be made without the use of keys, special knowledge or effort, except where permitted by the International Building Code. Emergency escape openings shall be maintained in accordance with the code in effect at the time of construction.

    2. Multi-Family Egress Lighting. Every common hall and stairway in residential multifamily occupancies shall be lighted at all times. Interior and exterior means

of egress, stairways shall be illuminated at all times with not less than one foot candle at floors, landings and treads.

3. Ventilation. Every habitable space shall be ventilated by natural or mechanical means. Natural ventilation means each habitable space shall have not less than one operable window. Mechanical ventilation requires supply and return or exhaust air be provided by approved equipment and produce equal amounts of supply and return or exhaust air. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

4. Fire Hazard—multi-family dwellings and rental units. The required fire resistant-rated construction, including walls, fire stops, shaft enclosures, partitions, smoke barriers, floors, ceilings and sprayed fire resistant materials shall be maintained to limit the spread of fire and smoke. Existing Fire protection systems shall be inspected and maintained. Smoke alarms shall be installed and maintained in institutional and residential dwellings where required. Carbon Monoxide alarms shall be installed and maintained when applicable.

5. Heating Facilities. Dwellings shall be provided with an approved heating appliance such as a furnace or boiler capable of maintaining a room temperature of sixty-eight degrees Fahrenheit in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances shall not be used, nor shall portable unvented fuel burning space heaters be used, as a means to provide required heating. Electrical space heaters are allowed for supplemental heat only.

   Exception: Fuel burning space heaters shall be allowed for emergency use only, until repairs are complete on the required approved heating appliance.

6. Electrical System Hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacles and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

7. Water system. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code.

8. Sanitary Drainage. Plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage septic system. Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects. Prohibited: Sanitary waste shall not be collected, stored or disposed of on any property other than as referenced herein.

9. A vacant structure that is not secured against entry shall be deemed unsafe.

C. Structures unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation,

illumination, sanitary or heating facilities or other essential equipment required by ordinance or code, or because the location of the structure or the facility or equipment within the structure constitutes a hazard to the occupants of the structure or to the public.

D. Unlawful Structure. An unlawful structure is one found whole or in part to be occupied by more persons than permitted by code, or was erected, altered or occupied contrary to law.

(Ord. No. 17-24, 8-20-2024)

15.02.230 Energy Efficiency.

Chapter 11 shall apply to the building thermal envelope only.
(Ord. No. 17-24, 8-20-2024)

15.02.240 Testing.

Section N1102.4.1.2, Testing—Deleted in its entirety.
(Ord. No. 17-24, 8-20-2024)

Chapter 15.03 INTERNATIONAL EXISTING BUILDING CODE

15.03.010 Short title.

The Code adopted by the ordinance from which this chapter derives shall be known as the "international existing building code" of the city.
(Ord. No. 14-18, § 1, 7-17-2018; Ord. No. 17-24, 8-20-2024)

15.03.020 Document adopted by reference—Applicability.

To provide minimum standards to safeguard life, health, property, and public welfare, the city hereby adopts the 2024 Edition of the international existing building code. The provisions of the code shall apply to the repair, alteration, change of occupancy, addition to, or relocation of existing buildings within the limits of the city. A copy of the adopted international existing building code is on file in the office of the city clerk.

(Ord. No. 14-18, § 2, 7-17-2018; Ord. No. 22-21, § 1, 8-17-2021; Ord. No. 17-24, 8-20-2024)

15.03.030 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every such day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this code.

(Ord. No. 14-18, § 3, 7-17-2018; Ord. No. 17-24, 8-20-2024)

Chapter 15.04 INTERNATIONAL FUEL GAS CODE[2]

15.04.010 Code adopted.

There is adopted by the city, for the purpose of prescribing regulations governing the installation, alteration or repair of fuel gas and gas appliance systems as prescribed in this code and inspection thereof, that certain suggested code known as the International Fuel Gas Code, 2024 Edition, and including Appendices A, B, C, and D, and the whole thereof, save and except such portions as are herein deleted, added, modified or amended. Not less than three copies of each code have been, and now are filed, in the office of the city clerk, and the same are adopted and incorporated as fully as if set out at length herein and from the date on which this chapter shall take effect, the provisions thereof shall be controlling within the limits of the city.

(Ord. No. 17-24, 8-20-2024)

15.04.020 Amendments, additions and deletions.

The International Fuel Gas Code, 2024 Edition, and including Appendices A, B, C, and D, as adopted by this chapter is amended as set out in Sections 15.04.030 through 15.04.160 of this chapter.

(Ord. No. 17-24, 8-20-2024)

15.04.030 Administration.

IPC Chapter 1, Administration, is deleted in its entirety and replaced with Sections 15.04.040 through 15.04.100 of this chapter.

(Ord. No. 17-24, 8-20-2024)

15.04.040 Code official and duties.

Whenever the term "Code Official" is used in this Code, it shall be construed to mean the City Manager or the duly authorized representative of the City Manager.

The Code Official shall maintain public office hours necessary in its discretion, to efficiently administer the provisions of this Code and amendments thereto, and may perform the following duties:

A. To require submission of permit applications on a form designated by the authority and to examine and check plans and specifications, drawings, descriptions, and diagrams when necessary in discretion of the authority, to demonstrate the character, kind, and extent of work covered by said application and upon approval of the application to issue the permit applied for;

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[2]Ord. No. 17-24, adopted Aug. 20, 2024, repealed the former Ch. 15.18, §§ 15.18.010-15.18.180, and enacted a new Ch. 15.18 as set out herein. The former Ch. 15.18 pertained to similar subject matter and derived from Ord. 16-06 § 1 (part), adopted 2006; Ord. 27-07 § 1 (part), adopted 2007; Ord. No. 22-12, § 1, adopted July 2, 2012; Ord. No. 32-15, § 1, adopted Nov. 17, 2015; Ord. No. 12-18, § 1, adopted July 17, 2018; Ord. No. 21-21, § 1, adopted Aug. 17, 2021.

B. Keep a permanent, accurate account of all fees for permits issued and other monies collected and received, as provided by this Code, the names of persons upon whose account the same were paid, the date and amount thereof, together with the location or premises to which they relate;

C. Administer and enforce the provisions of this Code in a manner consistent with the intent thereof and shall inspect all fuel gas and gas appliances systems authorized by any permit to assure compliance with provisions of this Code or amendments thereto, approving or condemning said work in whole or in part as conditions require;

D. Issue upon request a Certificate of Approval for any work approved by the Code Official;

E. Condemn and reject all work done or being done, or materials used or being used, which do not in all respects comply with the provisions of this Code and amendments thereto;

F. Order changes in workmanship and/or materials essential to obtain compliance with all provisions of this Code;

G. Investigate any construction or work regulated by this Code and issue such notices and orders as provided in Section 1503, Casper Municipal Code;

H. Keep a complete record of all the essential transactions of his office;

I. Transfer all fees collected by him to the proper authority provided by law to receive such funds;

J. Maintain an official register of all persons, firms, or corporations lawfully entitled to carry on or engage in, the business of installation of fuel gas piping and fuel gas appliances, or to labor at the trade of the installation fuel gas piping and fuel gas appliances to whom a license has been issued in accordance with Chapter 15.11, Casper Municipal Code.

(Ord. No. 17-24, 8-20-2024)

15.04.050 Dangerous and unsafe construction.

A. Any portion of the fuel gas system found by the Code Official to be unsafe as defined herein is hereby declared to be a nuisance;

B. Whenever brought to the attention of the department having jurisdiction that any unsanitary conditions exist or that any construction or work regulated by this Code is dangerous, unsafe, nuisance, or a menace to life, health, or property, or otherwise in violation of this Code, the said department may request an investigation by the Code Official who, upon determining such information to be fact, shall order any person, firm, or corporation using or maintaining any such condition, or responsible for the use or maintenance thereof, to discontinue the use or maintenance thereof or to repair, alter, change, remove, or demolish same as he may consider necessary for the proper protection of life, health, or property; and in the case of any gas piping or gas appliance may order any person, firm, or corporation supplying gas to such piping or appliance to discontinue supplying gas thereto until such piping or appliance is made safe. Every such order shall be in writing, addressed to the owner, agent, or person responsible for

the premises in which such condition exists and shall specify the date or time for compliance with such order sent Certified Mail, return receipt required;

C. Refusal or failure to comply with any such notice or order shall be considered a violation of this Code;

D. When any fuel gas system is maintained in violation of this Code and in violation of any notice issued pursuant to the provisions of this section and such continuing violation, in the discretion of the Code Official, constitutes a nuisance, the Code Official may institute any appropriate action or proceeding in any court of competent jurisdiction to prevent, restrain, correct, or abate the violation or nuisance. In the case of fuel gas piping and fuel gas appliances, the Code Official may issue an order directing the utility company to discontinue supplying fuel gas until such piping system or appliances are made safe to life, health, or property;

E. Any fuel gas system lawfully installed prior to the effective date of this Code may have its existing use, maintenance, or repair continued if the use, maintenance, or repair is in accordance with the original design and location and no hazard to the public health, safety, or welfare has been created by such system.

(Ord. No. 17-24, 8-20-2024)

15.04.060 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any fuel gas or fuel gas appliances in a building or premises without first obtaining a permit to do such work from the Code Official;

B. A separate permit shall be obtained for each building or structure;

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee;

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

(Ord. No. 17-24, 8-20-2024)

15.04.070 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of

approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred twenty days. Before such work can be recommenced, a new permit shall be first obtained.

(Ord. No. 17-24, 8-20-2024)

15.04.080 To whom permits may be issued.

A. No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid contractor's license as required by Chapter 15.11, Casper Municipal Code for the type of work to be done, unless otherwise hereinafter provided in this section.

B. Any permit required by this Code may be issued to any person to do any work regulated by this Code in a single-family dwelling used exclusively for his living purposes, including the usual accessory buildings in connection with such building in the event that such person is the bona fide owner of any such dwelling and accessory buildings, and not for immediate resale, and that said owner shall purchase all material and shall personally perform all labor in connection therewith.

(Ord. No. 17-24, 8-20-2024)

15.04.090 Application for permit.

A. Any person legally entitled to apply for and receive a permit shall make such application on forms provided for that purpose. The applicant shall give a description of the character of the work proposed to be done, and the location, ownership, occupancy, and use of the premises in connection therewith. The Code Official may require plans, specifications, or drawings, and such other information as he may deem necessary.

B. If the Code Official determines that the plans, specifications, drawings, descriptions, or information furnished by the applicant is in compliance with this Code, the permit applied for shall be issued upon payment of the required fee as hereinafter fixed.

(Ord. No. 17-24, 8-20-2024)

15.04.100 Fees—Permit and inspection.

Fees shall be established by resolution of the City Council of the City of Casper, Wyoming.

(Ord. No. 17-24, 8-20-2024)

15.04.110 Unvented appliances.

Section 303.0 amended and language added—Unvented appliances.

Section 303.3—All unvented appliances permitted by this section must have prior approval of the Code Official before installation.

(Ord. No. 17-24, 8-20-2024)

15.04.120 Test pressure measurements.

Section 406.4, Subparagraphs 406.4.1 and 406.4.2, Test Pressure Measurements, are deleted and Section 406.4 is amended to read as follows:

Section 406.4—All installation of fuel gas piping in new construction shall be tested at thirty PSI for a duration not less than thirty minutes, and existing piping including new piping added to an existing system shall be tested at not less than fifteen PSI. The Code Official may approve alternative methods of fuel gas testing with prior approval.

(Ord. No. 17-24, 8-20-2024)

(Ord. No. 17-24, adopted Aug. 20, 2024, set out provisions intended for use as §§ 18.15.140—18.15.180. For purposes of classification, and at the editor's discretion, these provisions have been included as §§ 15.18.120—15.18.160.)

15.04.130 Equipment not required to be vented.

Section 501.8—Equipment Not Required to be Vented—Amended.

Section 501.8—Amended and language added - All unvented appliances permitted by this section must have prior approval of the Code Official before installation.

(Ord. No. 17-24, 8-20-2024)

Editor's note(s)—See editor's note at § 15.18.120.

15.04.140 Unvented room heaters.

Section 621 Unvented Room Heaters—Amended.

Section 621—Amended and language added - All unvented appliances permitted by this section must have prior approval of the Code Official before installation.

(Ord. No. 17-24, 8-20-2024)

Editor's note(s)—See editor's note at § 15.18.120.

15.04.150 Violation—Penalty.

Any person, firm or corporation violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this code.

(Ord. No. 17-24, 8-20-2024)

Editor's note(s)—See editor's note at § 15.18.120.

15.04.160 Validity.

If any section, subsection, sentence, clause, or phrase of this chapter is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this chapter.

(Ord. No. 17-24, 8-20-2024)

Editor's note(s)—See editor's note at § 15.18.120.

Chapter 15.05 INTERNATIONAL MECHANICAL CODE

15.05.010 Short title.

The code adopted by the ordinance from which this chapter derives shall be known as the "International Mechanical Code" of the city.

(Ord. 13-04 § 2 (part), 2004: Ord. 18-95 § 1 (part), 1995: Ord. 2-92 § 2 (part), 1992; Ord. No. 17-24, 8-20-2024)

15.05.020 Code adopted—Applicability.

There is adopted by the city for the purpose of prescribing standards to safeguard life and limb, health, property, and public welfare, the certain suggested code known as the "International Mechanical Code" being particularly the 2024 Edition thereof, save and such portions as hereby modified, deleted, or amended by Section 15.20.030, not less than three copies of which have been and are now filed in the office of the city clerk, and the same as adopted and incorporated as fully as if set out at length herein, and from the date on which the resolution from which this chapter is derived shall take effect, the provisions thereof shall be controlling within the limits of the city.

(Ord. 28-07 § 1 (part), 2007; Ord. 13-04 § 2 (part), 2004: Ord. 9-98 (part), 1998; Ord. 18-95 § 1 (part), 1995: Ord. 2-92 § 2 (part), 1992)

(Ord. No. 20-12, § 1, 7-2-2012); Ord. No. 30-15, § 1, 11-17-2015; Ord. No. 10-18, § 1, 7-17-2018; Ord. No. 19-21, § 1, 8-17-2021; Ord. No. 17-24, 8-20-2024)

15.05.030 Amendments, additions and deletions.

The International Mechanical Code, 2024 Edition, is amended and changed in the following respects:

A. IMC subparagraph 103.1 is repealed and amended to read:

Subparagraph 103.1 General—The City Manager, or his duly authorized representative, is hereby authorized and directed to enforce all provisions of the Code.

B. After subparagraph 105.1, Section 105, of the 2024 International Mechanical Code, add the following section:

1. 2.1.1.1 No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid, unexpired, and unrevoked mechanical contractor's license for the type of work to be done, unless otherwise hereinafter provided in this section.

2. Any permit required by this Code may be issued to any person to do any work regulated by this Code in a one-family dwelling used exclusively for his/her living purposes, including the usual accessory buildings in connection with such

building, and such person is the bona fide owner of any such dwelling and accessory buildings.

C. IMC Subparagraph 108.2, schedule of permit fees is repealed and amended to read:

1. Subparagraph 108.2, Mechanical Permit Fees-Fees shall be established by resolution of the City Council of the City of Casper, Wyoming.

D. The Exception under IMC Subsection 603.9, Section 603 of the International Mechanical Code is repealed in its entirety.

(Ord. 28-07 § 1 (part), 2007; Ord. 13-04 § 2 (part), 2004: Ord. 9-98 (part), 1998; Ord. 18-95 § 1 (part), 1995: Ord. 2-92 § 2 (part), 1992)

(Ord. No. 20-12, §§ 1, 2, 7-2-2012; Ord. No. 30-15, § 1, 11-17-2015; Ord. No. 10-18, § 1, 7-17-2018; Ord. No. 19-21, § 1, 8-17-2021; Ord. No. 17-24, 8-20-2024)

15.05.040 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any mechanical system or equipment in a building or premises without first obtaining a permit to do such work from the Code Official.

B. A separate permit shall be obtained for each building or structure.

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

(Ord. No. 17-24, 8-20-2024)

15.05.050 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one

hundred twenty days. Before such work can be recommenced, a new permit shall be first obtained.

(Ord. No. 17-24, 8-20-2024)

15.05.060 To whom permits may be issued.

A. No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid contractor's license as required by Chapter 15.11, Casper Municipal Code for the type of work to be done, unless otherwise hereinafter provided in this section.

B. Any permit required by this Code may be issued to any person to do any work regulated by this Code in a single-family dwelling used exclusively for his living purposes, including the usual accessory buildings in connection with such building in the event that such person is the bona fide owner of any such dwelling and accessory buildings, and not for immediate resale, and that said owner shall purchase all material and shall personally perform all labor in connection therewith.

(Ord. No. 17-24, 8-20-2024)

15.05.070 Application for permit.

A. Any person legally entitled to apply for and receive a permit shall make such application on forms provided for that purpose. The applicant shall give a description of the character of the work proposed to be done, and the location, ownership, occupancy, and use of the premises in connection therewith. The Code Official may require plans, specifications, or drawings, and such other information as he may deem necessary.

B. If the Code Official determines that the plans, specifications, drawings, descriptions, or information furnished by the applicant is in compliance with this Code, the permit applied for shall be issued upon payment of the required fee as hereinafter fixed.

(Ord. No. 17-24, 8-20-2024)

15.05.080 Fees—Permit and inspection.

Fees shall be established by resolution of the City Council of the City of Casper, Wyoming.

15.05.090 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28.

(Ord. 18-95 § 1 (part), 1995: Ord. 2-92 § 2 (part), 1992; Ord. No. 17-24, 8-20-2024)

Chapter 15.06 INTERNATIONAL PLUMBING CODE[3]

15.06.010 Code adopted.

There is adopted by the city, for the purpose of prescribing regulations governing the installation, alteration or repair of plumbing and drainage systems and inspection thereof, that certain suggested code known as the International Plumbing Code, 2024 Edition. Not less than three copies of each code have been, and now are filed, in the office of the city clerk, and the same are adopted and incorporated as fully as if set out at length herein and from the date on which this chapter shall take effect, the provisions thereof shall be controlling within the limits of the city.

(Ord. No. 17-24, 8-20-2024)

15.06.020 Amendments, additions and deletions.

The International Plumbing Code, 2024 Edition, as adopted by this chapter is amended as set out in Sections 15.06.010 through 15.06.290 of this chapter.

(Ord. No. 17-24, 8-20-2024)

15.06.030 International Plumbing Code Chapter I deleted and replaced—Administration.

Chapter I, Administration, is deleted in its entirety and replaced with Sections 15.06.040 through 15.06.100 of this chapter.

(Ord. No. 17-24, 8-20-2024)

15.06.040 Code official.

A. Whenever the term "Code Official" is used in this Code, it shall be construed to mean the City Manager or the duly authorized representative of the City Manager.

B. The Code Official shall maintain public office hours necessary in its discretion, to efficiently administer the provisions of this Code and amendments thereto, and may perform the following duties:

1. To require submission of permit applications on a form designated by the authority and to examine and check plans and specifications, drawings, descriptions, and diagrams when necessary in discretion of the authority, to demonstrate the character, kind, and extent of work covered by said application and upon approval of the application to issue the permit applied for;

2. Keep a permanent, accurate account of all fees for permits issued and other monies collected and received, as provided by this Code, the names of persons upon whose account the same were paid, the date and amount thereof, together with the location or premises to which they relate;

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[3]Ord. No. 17-24, adopted Aug. 20, 2024, repealed the former Ch. 15.24., §§ 15.24.010-15.24.290, and enacted a new Ch. 15.24. as set out herein. The former Ch. 15.24. pertained to similar subject matter and derived from Ord. 17-06 § 1 (part), adopted 2006; Ord. 29-07 § 1 (part), adopted 2007; Ord. No. 21-12, §§ 1, 2, adopted July 2, 2012; Ord. No. 31-15, §§ 1, 2, adopted Nov. 17, 2015; Ord. No. 11-18, § 1, adopted July 17, 2018; Ord. No. 20-21, § 1, adopted Aug. 17, 2021;

3. Administer and enforce the provisions of this Code in a manner consistent with the intent thereof and shall inspect all plumbing and drainage work authorized by any permit to assure compliance with provisions of this Code or amendments thereto, approving or condemning said work in whole or in part as conditions require;

4. Issue upon request a Certificate of Approval for any work approved by the Code Official;

5. Condemn and reject all work done or being done, or materials used or being used, which do not in all respects comply with the provisions of this Code and amendments thereto;

6. Order changes in workmanship and/or materials essential to obtain compliance with all provisions of this Code;

7. Investigate any construction or work regulated by this Code and issue such notices and orders as provided in Section 1503;

8. Keep a complete record of all the essential transactions of their office;

9. Transfer all fees collected by him to the proper authority provided by law to receive such funds;

10. Maintain an official register of all persons, firms, or corporations lawfully entitled to carry on or engage in, the business of plumbing, or to labor at the trade of plumbing to whom a plumber's license has been issued in accordance with this Code.

(Ord. No. 17-24, 8-20-2024)

15.06.050 Dangerous and unsanitary construction.

A. Any portion of the plumbing system found by the Code Official to be unsanitary as defined herein is hereby declared to be a nuisance;

B. Whenever brought to the attention of the department having jurisdiction that any unsanitary conditions exist or that any construction or work regulated by this Code is dangerous, unsafe, unsanitary, a nuisance, or a menace to life, health, or property, or otherwise in violation of this Code, the said department may request an investigation by the Code Official who, upon determining such information to be fact, shall order any person, firm, or corporation using or maintaining any such condition, or responsible for the use or maintenance thereof, to discontinue the use or maintenance thereof or to repair, alter, change, remove, or demolish same as he may consider necessary for the proper protection of life, health, or property; and in the case of any gas piping or gas appliance may order any person, firm, or corporation supplying gas to such piping or appliance to discontinue supplying gas until such piping or appliance is made safe. Every such order shall be in writing, addressed to the owner, agent, or person responsible for the premises in which such condition exists and shall specify the date or time for compliance with such order sent Certified Mail, return receipt required;

C. Refusal or failure to comply with any such notice or order shall be considered a violation of this Code;

D. When any plumbing system is maintained in violation of this Code and in violation of any notice issued pursuant to the provisions of this section and such continuing violation, in the discretion of the Code Official, constitutes a nuisance, the Code Official may institute any appropriate action or proceeding in any court of competent jurisdiction to prevent, restrain, correct, or abate the violation or nuisance. In the case of any water piping, fixture, or plumbing outlet, the Code Official may issue an order directing the utility company to discontinue supplying water thereto until such piping fixtures or outlets are made safe to life, health, or property;

E. Any plumbing system lawfully installed prior to the effective date of this Code may have its existing use, maintenance, or repair continued if the use, maintenance, or repair is in accordance with the original design and location and no hazard to the public health, safety, or welfare has been created by such system with the exception of backflow prevention as regulated by the Environmental Protection Agency, in accordance with 13.05.090.

Any person, firm, or corporation violating any of the provisions of this Code shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of this Code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this Code.

(Ord. No. 17-24, 8-20-2024)

15.06.060 Permits required.

A. It shall be unlawful for any person to install, remove, alter, repair, or replace, or cause to be installed, removed, altered, repaired, or replaced any plumbing, gas, or drainage piping work, or any fixture, water heating, or treatment equipment in a building or premises without first obtaining a permit to do such work from the Code Official.

B. A separate permit shall be obtained for each building or structure.

C. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.

D. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.

(Ord. No. 17-24, 8-20-2024)

15.06.070 Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated

within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any other ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred twenty days. Before such work can be recommenced, a new permit shall be first obtained.

(Ord. No. 17-24, 8-20-2024)

15.06.080 Work not requiring permit.

No permit shall be required in the case of any repair work as follows: The stopping of leaks in drains, soil, waste, or vent pipe, provided, however, that should any trap, drainpipe, soil, waste, or vent pipe be or become defective and it becomes necessary to remove and replace the same with new material in any part or parts, the same shall be considered as such new work and a permit shall be procured and inspection made as herein before provided. No permit shall be required for the clearing of stoppages or the repairing of leaks in pipes, valves, or fixtures, nor for the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes, or fixtures.

(Ord. No. 17-24, 8-20-2024)

15.06.090 To whom permits may be issued.

A. No permit shall be issued to any person to do or cause to be done any work regulated by this Code, except to a person holding a valid plumbing contractor's license for the type of work to be done, unless otherwise hereinafter provided in this section.

B. Any permit required by this Code may be issued to any person to do any work regulated by this Code in a single-family dwelling used exclusively for his living purposes, including the usual accessory buildings in connection with such building in the event that such person is the bona fide owner of any such dwelling and accessory buildings, and not for immediate resale, and that said owner shall purchase all material and shall personally perform all labor in connection therewith.

C. Permits shall be required for tapping and connecting a building sewer to the public sewer and shall be issued only to a person holding a valid plumbing contractor's license or utility contractor's license.

(Ord. No. 17-24, 8-20-2024)

15.06.100 Application for permit.

A. Any person legally entitled to apply for and receive a permit shall make such application on forms provided for that purpose. The applicant shall give a description of the character of the work proposed to be done, and the location, ownership, occupancy, and use of the premises in connection therewith. The Code Official may require plans, specifications, or drawings, and such other information as he may deem necessary.

B. If the Code Official determines that the plans, specifications, drawings, descriptions, or information furnished by the applicant is in compliance with this Code, the permit applied for shall be issued upon payment of the required fee as hereinafter fixed.

(Ord. No. 17-24, 8-20-2024)

15.06.110 Fees—Permit and inspection.

Fees shall be established by resolution of the City Council of the City of Casper.

(Ord. No. 17-24, 8-20-2024)

15.06.120 Section 202 amended—Definitions.

Amend the definition of "public sewer" in this section to read as follows:

A public sewer shall include all mains, laterals, and appurtenances located on public rights- of-way or easements directly controlled by public authority.

(Ord. No. 17-24, 8-20-2024)

15.06.030 Section 305.4.1 amended—Sewer depth.

Insert twelve inches is minimum depth for all sewer lines into paragraph.

(Ord. No. 17-24, 8-20-2024)

15.06.140 IPC Section 306 added—Subsection 306.5—Additional Backfill Requirements.

A. Section 306.5—All excavations shall be completely backfilled as soon after inspection as practical. Adequate precaution shall be taken to ensure proper compaction of backfill around piping without damage to such piping. Trenches shall be backfilled in thin layers to twelve inches above the top of the piping with clean earth, which shall not contain stones, boulders, cinder fill, or other materials which would damage or break the piping or cause corrosive action. Mechanical devices such as bulldozers, graders, etc., may then be used to complete the backfill to grade with the following exceptions:

B. All street and alley excavations shall be completely backfilled in accordance with Casper City Code Chapter 12.16.

C. All excavations within ten feet of any sidewalk or other concrete flat work, shall be compacted to the density of the surrounding ground and backfill shall be placed in twelve inch layers during compaction.

D. All other fill shall be properly compacted. Suitable precautions shall be taken to insure the permanent stability for pipe laid in, filled, or made ground.

E. No other utility shall be run or laid in the same trench with water service pipes or any underground water pipes and/or building sewer pipes, except for crossovers.

(Ord. No. 17-24, 8-20-2024)

15.06.150 Section 312 added—Tests and inspection.

Add Section 312.0, to read as follows:

All testing of drain, waste, and vent systems, sewer lines, shower pan receptors and water piping will be at the discretion of the Code Official.

(Ord. No. 17-24, 8-20-2024)

15.06.160 IPC Section 406.3 added—Automatic clothes washer—Floor drain.

Section 406.3—A floor drain shall be installed within six feet of every automatic clothes washer installation.

(Ord. No. 17-24, 8-20-2024)

15.06.170 Section 427 added—Accessible working space.

Section 427—Each appliance typically found in the mechanical room of a single family or multi-family residential structure shall have the minimum space available to allow for the adequate installation and repair of the appliance. There shall be adequate space to allow the appliance to be replaced or serviced with minimal or no disruption to the other appliances in the room. These space requirements are minimums and may vary with the specific equipment involved. The Code Official may approve different spacing with prior approval.

APPLIANCES	MINIMUM SPACE PER APPLIANCE
Water heater	4 square feet floor space
Water softener	8 square feet
Furnace	24 square feet
Hot water boiler	24 square feet
Central vacuum	9 square feet
Water meter	(CPU specifications Section 39-4) 6" from floor to bottom of the meter. 9 square feet floor space total

Any water meter 3" or larger shall require an outside entrance to the meter room to allow for meter testing without running fire hose throughout the building and must include a 2" bypass in accordance with Chapter 13.

(Ord. No. 17-24, 8-20-2024)

15.06.180 Section 504.7.3 added—Water heater—Floor drain.

Section 504.7.3—A floor drain shall be installed within six feet of every hot water heater or hot water boiler.

(Ord. No. 17-24, 8-20-2024)

15.06.190 Section Tables 605.3 and 605.4 amended—Material, joints and connections.

Delete galvanized steel pipe from Tables 605.3, 605.4 and steel from Table 605.5.

Section 605.14.2 amended to require UV primer or purple primer to be used on all PVC joints.

(Ord. No. 17-24, 8-20-2024)

15.06.200 Section 703.7 added—Sewer required.

Section 703.7—When the public sewer is not available as described under Section 1101(d), then a permit shall be secured from the Casper-Natrona County Health Department, as well as from the code official.

(Ord. No. 17-24, 8-20-2024)

15.06.210 Section 705.2.2 amended - Solvent Cement

Section 705.2.2 is amended to require UV primer or purple primer to be used on all PVC joints.

(Ord. No. 17-24, 8-20-2024)

15.06.220 Section 708.2 added—Building sewers.

Section 708.2—All building sewers shall have cleanouts installed at each change in direction in excess of twenty-two and one-half degrees.

Except as required by Section 708.2 of this Code, no additional cleanouts shall be required between twenty-two and one-half degrees changes of directions provided a minimum distance of twelve inches is maintained between fittings except as required in Section 708.2 of this Code.

Residential properties are permitted to have a RV dump site external to the home. The RV dump, at a minimum, shall have a 2'x2'x4" concrete pad around the drain that slopes down to the drain, or has a 2" curb around it. There shall be a threaded cap mounted flush with the concrete, or a cast iron valve box with a "Sewer" marked lit installed flush with the concrete, as to prevent stormwater from entering the drain. The drain should be plumbed with 4" SCH 40 PVC; all underground plumbing shall comply with the other standards of this section. Commercial RV dump sites must be approved by the Public Services Director.

(Ord. No. 17-24, 8-20-2024)

15.06.230 Section 712.4.3 added—Sumps and ejectors.

Section 712.4.3—All sumps and receiving tanks shall be automatically discharged, and when in public use or any multiple-family dwelling, shall be provided with dual pumps or ejectors arranged to function independently in case of overload or mechanical failure. The lowest inlet shall have a minimum clearance of two inches from the high water or starting level of the sump.

(Ord. No. 17-24, 8-20-2024)

15.06.240 Section 714.1 deleted and replaced to read as follows—Backwater valves.

Section 714.1—Drainage piping serving floor drains or fixtures, which have flood level rims located more than four feet below the elevation of the top rear curb face, shall drain by gravity into the main sewer, and shall be protected from backflow of sewage by installing an approved type backwater valve. The backwater valve shall be installed only in that branch or section of the drainage system which receives the discharge from fixtures. The elevation of the top rear curb face and the proposed elevation of the lowest floor level shall be indicated on the building plans before a plumbing permit will be issued.

It shall be the responsibility of the building contractor and/or the building owner to determine the elevation of the lowest floor level.

Properties tying into sewer mains 12 inches in diameter and larger shall be protected from backflow of sewage by installing an approved type backwater valve on the sewer service.

(Ord. No. 17-24, 8-20-2024)

15.06.250 IPC Section 13.

IPC Section 13 is hereby deleted entirely.

(Ord. No. 17-24, 8-20-2024)

15.06.260 Section 918 amended—Air admittance valves.

Section 918—Air admittance valves permitted by this section must have prior approval of the Code Official before installation in the plumbing system.

(Ord. No. 17-24, 8-20-2024)

15.06.270 Section 1001.1 deleted and replaced to read as follows—Traps, interceptors, separators.

Section 1001.1—All Traps, Interceptors, and Separators shall comply with Section 13.32.110, Casper Municipal Code, and code requirements of Chapter 10, IPC, are adopted and may be utilized with prior approval of the Code Official.

(Ord. No. 17-24, 8-20-2024)

15.06.280 Section 1109 deleted—Combination sanitary and storm system.

Section 1109, IPC is deleted entirely.

(Ord. No. 17-24, 8-20-2024)

15.06.290 Violation—Penalty.

Any person violating any of the provisions of the code adopted by this chapter shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of such code is committed, continued, or permitted shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of this code.

(Ord. No. 17-24, 8-20-2024)

15.06.300 Validity.

If any section, subsection, sentence, clause, or phrase of this chapter is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this chapter.

(Ord. No. 17-24, 8-20-2024)

Chapter 15.07 NATIONAL ELECTRICAL CODE[4]

Article I. Code Adoption and Administration

15.07.010 National Electrical Code adopted.

A. There is adopted by the city, for the purpose of prescribing regulations governing the installation, alteration, maintenance or repair of electrical installations and inspections thereof, that certain suggested code known as the NFPA 70-2026 Edition of the National Electrical Code, and the whole thereof, save and except such portions as are herein deleted, added, modified or amended by this chapter. Not less than three copies of the code have been, and now are filed, in the office of the city clerk, and the same are adopted and incorporated as fully as if set out at length herein, and from the date on which this chapter shall take effect, shall be controlling within the limits of the city.

B. Unsafe Electrical Systems or Equipment.

1. Electrical systems or equipment regulated by this code which are unsafe, or which constitute a fire hazard, or are otherwise dangerous to human life are, for the purpose of this section, unsafe. Use of electrical systems or equipment regulated by this code constituting a hazard to safety, health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, disaster, damage or abandonment is, for the purpose of this section, an unsafe use.

2. Unsafe electrical systems or equipment are declared to be public nuisances and shall be abated by repair, rehabilitation, demolition or removal in accordance with the procedures set forth in the Uniform Code for the Abatement of Dangerous Buildings as adopted, or an alternative procedure as may be adopted by this jurisdiction. As an alternative, the electrical inspector or other employee or official of this jurisdiction as designated by the governing body, may institute other appropriate action to prevent, restrain, correct or abate the violation.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(1), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-1)

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

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[4]Editor's note(s)—Appendix A is on file with Ordinance 87-87 in the offices of the city clerk and the city engineer.

Note(s)—Prior ordinance history: Ord. 24-86.

15.07.020 Low-voltage electrical technician contractor's license.

A low-voltage electrical technician contractor's license shall be obtained for the following purposes:

A. The installation of sound systems, fire alarms, burglar alarms, satellite TV antennas and other low voltage systems of under ninety volts;

B. The installation of electrical signs, not to extend past the load side of the sign disconnect, within sight of and attached to the sign;

C. The installation of elevator wiring, not to extend past the load side of the elevator disconnect, within sight of the controllers; and

D. The installation of electrical wiring for water wells and irrigation systems, not to extend past the load side of the disconnect, within sight of the controllers for the well or systems.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-4 (part))

15.07.030 City electrical inspector—Qualification—Appointment—Unlawful activities designated.

A. There is created the office of city electrical inspector. The person chosen to fill the office of city electrical inspector shall be a competent electrician, shall have at least four years experience as a wireman or electrical contractor, and shall obtain certification as an electrical inspector by the International Code Council and/or other competent authority.

B. The electrical inspector shall be appointed by the city manager. It is unlawful for the city electrical inspector to engage in the business of the installation and the maintenance of electrical wiring and appliances, either directly or indirectly, and he shall have no financial interest in any concern engaged in such business in the city, at any time, while holding the office of city electrical inspector.

(Ord. 14-05 § 1 (part), 2005; Ord. 7-90 § 1(2), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-7)

15.07.040 City electrical inspector—Powers and duties.

A. The city electrical inspector is given the authority to refuse to issue a certificate of approval of any addition or extension to any wiring system, in or on any building, structure or property where, in his professional opinion, the wiring is in an unsafe condition. In case the work does not comply with this chapter and the 2023 Edition of the National Electrical Code, he shall issue and mail a written statement and telephone the electrical contractor within twenty-four normal business hours, stating the changes necessary to bring the work up to the required standard.

B. Whenever any electrical wire or other piece of electrical utilization equipment is defective, by reason of improper or insufficient insulation, or for any other cause becomes dangerous, the city electrical inspector shall at once notify the owner or the agent of the owner of the electrical utilization equipment to repair or remove the same, and upon the owner's failure to repair or remove the wire or utilization equipment

within a reasonable time, the city electrical inspector shall cause the turning off of all electrical current.

C. Whenever there are practical difficulties involved in carrying out the provisions of this code, the electrical inspector may grant modifications for individual cases, provided that a special individual reason makes the strict letter of this code impractical and the modification is in conformity with the intent and purpose of this code, and that such modification does not lessen health, life and fire safety requirements. The details of actions granting modifications shall be recorded and entered in the files of the code enforcement agency.

D. Every company, firm, partnership or individual owning or controlling electrical wires and utilization equipment for the transmission of light, heat or power shall, as soon as possible after receipt of notice of a fire, have an agent or representative at the fire whose duty shall be to cut, deaden and test any of the power wires that might endanger the lives or property of anyone in that vicinity.

E. Upon request of the property owner, lessee or occupant, the city electrical inspector shall inspect, for electrical safety, any old wiring or electrical utilization equipment in, or on, any building, structure or property within the corporate limits of the city, upon payment of a fee of as listed in the permit fee schedule. In case the installation does not comply with this chapter, he shall file a report of his inspection with the property owner, lessee or occupant, identifying the areas of noncompliance. Code compliance inspections shall also be required when the meter or service drop has been removed or disconnected from any structure or building, by the electric utility company or as ordered by the electrical inspector, his authorized representative or the fire department.

F. It is unlawful for any light or power company to make any electrical connections to any building or property until a certificate of approval has been issued by the city electrical inspector. All such firms, corporations or individuals shall, upon written notice from the city electrical inspector, disconnect from any service as designated by such notice, and shall not reconnect such service, except upon written notice from the city electrical inspector. The city electrical inspector is also authorized and shall have the authority to order the termination of all electric current and cut, or disconnect, in cases of emergency or hazard, any wire where such electrical currents are dangerous to life or property, or may interfere with the work of the fire department.

G. After inspection of the electrical wiring of any building, the city electrical inspector shall leave notice in the form of a tag attached in a prominent location. This notice shall clearly state that the work has, or has not, passed the inspection by the city electrical inspector. On new or remodeled construction, no workman shall lath, seal or in any manner conceal any electric wiring, until he knows that it has passed the city electrical inspector's inspection. If the wiring is in such a position as to interfere with the completion of the building as called for by the plans, the electrical contractor must be notified, within twenty-four hours, of the necessary changes to be made. The city electrical inspector must, in all cases when such is practical, inspect all electrical wiring within the corporate limits of the city within forty-eight hours of the receipt of notice from the electrical contractor, stating that the work is completed. Saturdays, Sundays and holidays shall not be included in this time.

H. The city electrical inspector shall have the general supervision over the placing, stringing and attaching of telephone, telegraph, electric light or other wires, only insofar as fire prevention, accident or injury to persons or property is concerned, and any or all of such wires or electrical utilization equipment now existing, and hereafter constructed and placed, shall be subject to such supervision.

I. Right of Entry.

1. Whenever necessary to make an inspection to enforce the provisions of this code, or whenever the electrical inspector or an authorized representative has reasonable cause to believe that there exists in a building or upon a premises a condition or code violation which makes such building or premises unsafe, dangerous or hazardous, the electrical inspector or an authorized representative may enter such building or premises at all reasonable times to inspect the same or to perform any duty imposed upon the electrical inspector by such codes, provided that if such building or premises be occupied, the electrical inspector shall first present proper credentials and request entry. If such building or premises is unoccupied, the electrical inspector shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises, and request entry. If entry is refused, the electrical inspector or an authorized representative shall have recourse to every remedy provided by law to secure entry.
2. When the electrical inspector or an authorized representative shall have first obtained a proper inspection warrant or other remedy provided by law to secure entry, an owner or occupant or other person having charge, care or control of the building or premises, shall not fail or neglect, after proper request is made as herein provided, to promptly permit entry therein by the electrical inspector or authorized representative for the purpose of inspection and examination pursuant to this code.

J. Liability. This code shall not be construed to relieve from or lessen the responsibility of a person owning, operating or controlling any building, structure or building service equipment therein for any damages to persons or property caused by defects, nor shall the code enforcement agency or its parent jurisdiction be held as assuming such liability by reason of the inspection authorized by this code or approvals issued under this code.

K. Suspension or Revocation. The electrical inspector may, in writing, suspend or revoke a permit issued under the provisions of this code whenever the permit is issued in error or on the basis of incorrect information supplied, or in violation of any ordinance or regulation of the jurisdiction.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(3), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-8(1)—(8))

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

15.07.050 Permit—Required.

A. All companies, firms, partnerships, corporations, individuals or entities who do electrical wiring for electric signs, electric fixtures, appliances or utilization equipment installed in or on any buildings or property, or removed from the interior or exterior on any building or property (except as allowed by Section 15.07.080 (A), exceptions 2, 3 and 4), shall procure a permit from the city electrical inspector. Permits shall only be issued to a contractor holding a valid, unexpired or unrevoked contractor's license of the proper category, as covered in Section 15.07.080, or an individual for private work, as covered in Section 15.07.090. Permits may also be issued for all work requiring a permit, where the person doing said work is exempted from the licensing requirements provided in Section 15.07.080.

B. It is unlawful for all contractors, workmen or individuals to in any way interfere with any electric wiring, except as allowed by Section 15.07.080) (A) (2), (3), and (4), in or on any building or property, in any manner whatsoever, without first having secured a permit therefore. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee. Permits shall expire by limitations, and become null and void if the work authorized by such permit is not commenced within one hundred eighty days and completed within one year from the date of the permit, unless an extension is granted by the building/code enforcement manager or his authorized representative. Before such work can be recommenced, a renewal permit shall be obtained, and the fee therefore shall be one-half the amount of the original permit; provided work is recommenced within thirty days of the ending of the original permit. A permit for private work is defined in Section 15.07.080.

C. Changes in Building Occupancy. Electrical systems and equipment which are a part of any building or structure undergoing a change in use or occupancy, as defined in the building code, shall comply with the requirements of this code which are applicable to the new use or occupancy.

D. Moved Building. Electrical systems and equipment which are a part of buildings or structures moved into or within this jurisdiction shall comply with the provisions of this code for new installations.

E. Maintenance.

1. All electrical systems and equipment, both existing and new, and all parts thereof shall be maintained in a proper operating condition in accordance with the original design and in a safe and hazard-free condition. All devices or safeguards which are required by this code shall be maintained in conformance with this code. The owner shall be responsible for the maintenance of the electrical system. To determine compliance with this subsection, the electrical inspector may cause any electrical system to be reinspected.
2. Persons other than the building owner shall have the proper electrical license for the type of electrical system being repaired or maintained.

(Ord. 14-05 § 1 (part), 2005; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(4), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-3)

15.07.060 Permit and inspection—Fees.

Fees shall be established by resolution of the City Council of the City of Casper.

(Ord. 6-96 § 1 (part), 1996: Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(5), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-11)

15.07.070 Definitions.

A. "Apprentice electrician" means any person with insufficient qualifications to be a journeyman electrician, and who is hired by a licensed electrical contractor to assist a journeyman or master electrician, and under the direct supervision of a journeyman or master electrician, in accordance with state of Wyoming Statutes Section 35-9-127, as amended.

B. "Electrical contractor" means any person, firm, partnership, corporation, association or combination thereof, who contracts, or offers to contract for another, the planning, laying out, supervising and installing or the making of additions, alterations and repairs in the installation or wiring of apparatus and equipment for electric light, heat and power. Such contractor shall hold a current state electrical contractor's license and be, or employ, a master electrician. Any person who only plans or designs electrical installations need not be classed as an electrical contractor.

C. "Electrical wiring," as used in this chapter, is intended to mean the fixed installation of electrical wires, appliances, fixtures or utilization equipment used, or to be used, or to be maintained, on or in any building or property for electric heat, light or power, electric signs, smoke detectors, electric generation plants, electric heaters, fire alarms, burglar alarms, electric bells, electric signal and communication systems, telegraph messenger call systems, lighting fixtures or electrical utilization equipment of any kind or description and is not intended to include portable appliances, portable fixtures or utilization equipment capable of being readily moved, where established practices or the condition of use make it necessary or convenient for it to be detached from its source of current by means of flexible cord and attachment plug, except for portable signs.

D. "Electrical technician, low-voltage" means a person engaged in the installation of sound systems, burglar alarms, fire alarm systems and other low voltage systems under ninety volts.

E. "Journeyman electrician" means a person having at least four years experience in the electrical wiring industry, with technical knowledge to wire, supervise, install and repair electrical apparatus and equipment for light, heat, power and other purposes, in accordance with the National Electrical Code, the electrical ordinance, and holding a current state journeyman's license.

F. "Master electrician" means a person having at least eight years practical experience in the electrical wiring industry, with technical knowledge to properly plan, lay out and supervise the physical installation and repair of wiring apparatus and equipment for electric light, heat, power and other purposes in accordance with the National Electrical Code, the electrical ordinance, and holding a current state master electrician's license.

(Ord. 7-90 § 1(6), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-4 (part))

15.07.080 License or registration required when—Fees to be set by ordinance.

A. A valid master's or journeyman's license of the proper category, or proper registration as an apprentice electrician, shall be required of any and all persons employed by an electrical contractor performing any electric wiring as defined in this chapter within the city limits, except as provided for in Sections 15.07.100 and 15.07.160. A further exception from the licensing requirements are provided for:

1. Installation by persons on their own property, if the property is not for immediate resale, and is allowed under Section 15.07.090;
2. Oilfield operations, railroads, petroleum refineries, mines and their appurtenant facilities;
3. A gas, electric or communication facility in the exercise of its function as a public utility, except as provided in subsections D and F of Section 15.07.040 and Section 15.07.110; and
4. Cable TV, AM or FM radio stations, television stations and related service, but not including premises wiring systems.

B. Subdivisions 1 through 4 of subsection A of this section shall not apply to anyone who contracts or subcontracts to or for any exempt person, partnership or corporation.

C. Licenses and fees are as required by the current licensing ordinance.

(Ord. 14-05 § 1 (part), 2005; Ord. 4-93 § 1 (part), 1993: Ord. 87-87 § 1 (part), 1987: prior code § 11-12)

15.07.090 Private work.

A. A permit to perform electrical work in or about his own residential property may be issued to the owner provided:

1. It is not a public place;
2. It is not a place of business;
3. It is not a place of worship; and
4. That all work therein shall be done with his own hands.

B. A permit is not required under this section for normal maintenance work required on any building, structure or residence. Normal maintenance shall mean the routine, reoccurring work required to keep a facility in such a condition that it may be utilized at its original or designed capacity and efficiency for its installed purpose. Any extensions to, or modification of, existing electrical circuitry shall require a permit.

(Ord. 7-90 § 1(7) 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-13)

15.07.100 Temporary work permit.

A temporary work permit may be issued upon presentation by the applicant of a temporary permit issued by the State Electrical Licensing Board. The fee for a temporary work permit is to be one-half of journeyman's fee, and is nonrenewable.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-14)

15.07.100 Plans and specifications.

A. Any person, firm, corporation, partnership, architect or builder is required, when drawing plans and specifications, to state in such plans and specifications the location and circuiting of all outlets. The location of the main distribution panel and service attachment point shall be approved by the city electrical inspector and a power company representative. All electrical work shown on plans and incorporated in the specifications shall conform to this chapter.

B. Applicants for permits shall be required to furnish plans and specifications of the proposed work, as may be deemed necessary by the city electrical inspector, before a permit is issued. The city electrical inspector shall be notified of any revision or change orders prior to the implementation of any change. A copy of said change shall be filed with the city electrical inspector.

C. Equipment installed under Article 505 of the NEC shall only be installed under the direction of a registered licensed electrical engineer after the installation is approved by the city electrical inspector.

D. Voltage drop of all branch circuits, feeder circuits, control circuits and service entrance conductors shall be properly calculated. In no case shall voltage drop of conductors be such as to damage or prevent the operation of equipment that is properly attached to a circuit.

(Ord. 5-99 § 2, 1999; Ord. 6-96 § 1 (part), 1996; Ord. 87-87 § 1 (part), 1987: prior code § 11-10)

15.07.120 Certificate of approval—Issuance conditions.

When requested by the owner, a certificate of approval shall be issued by the city electrical inspector, provided all electrical work covered by a permit is completed to the satisfaction of the city electrical inspector. It is further provided, but not limited, that all plumbing, heating and ventilation, furnace work, gas fitting, telephone wiring and alarm systems which are to be installed, or to be made a part of the construction, must be in place before a certificate is granted.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-9)

15.07.130 Code provisions not to apply to prior existing lawful work.

No provision of this code shall be deemed to require a change in any portion of the electrical system, or any other work regulated by this code, in or on an existing building or lot, unless alteration, repair, remodel, or new construction work involves areas of an existing building, or when any such electrical system, or other work regulated by this code, is determined by the administrative authority to be dangerous, unsafe and a threat to life, health or property.

(Ord. 7-90 § 1(8), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-8(9))

15.07.140 Board of appeals—Interpretative authority.

All questions not provided for in this chapter or covered by the current National Electrical Code, pertaining to the installation of electrical wires and utilization equipment, and any questions that may arise concerning the interpretation of this chapter, shall be decided by the appeals board.

(Ord. 7-90 § 1(9), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-6)

15.07.150 Board of appeals—Designated.

The appeals board of the city shall serve as the board of appeals.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-5)

15.07.160 Violation—Penalty.

Any person, firm, partnership, corporation or other entity violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor, and the penalty for violation hereof shall be that set forth in Chapter 1.28 of this code.

(Ord. 7-90 § 1(10), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-15)

Article II. Installation Materials and Specifications

15.07.170 Compliance required.

All wiring within the corporate limits of the city shall be at all times installed in accordance with the requirements of the National Electrical Code (NFPA 70-2023 Edition). In the interest of safety and sound construction practice the following requirements, as set out in this article, are also to be adhered to.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(11), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2 (part))

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

15.07.180 Underwriters or other testing required.

All electrical materials, devices or appliances installed shall be listed or labeled by Underwriters Laboratories, Inc., or Factory Mutual Research Corporation or other nationally recognized testing agencies.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(11))

15.07.190 Ampere service requirements—New buildings and utility poles.

A. Requirements. All services installed within or on all new buildings, structures or utility poles, and all alterations in and additions to wiring in or on buildings now existing, shall be a minimum of one hundred twenty-five amperes when the computed load is not more than one hundred amperes. Where the computed minimum load exceeds one hundred amperes, the service size shall be increased by one hundred twenty-five percent. Wafer and tandem circuit breakers are not allowed on new construction. Basements shall be included when computing the square foot area of a building for the size of service required.

B. Exceptions.

1. Individual service, when approved by the city electrical inspector due to limitations of supply source or load requirements, shall not be smaller than three No. 6 A.W.G. conductors, when serving no more than three circuits.

2. For installations to supply limited loads of a single branch circuit, when approved by the city electrical inspector, the conductors shall not be smaller than the conductors of the branch circuit, and shall be a minimum of three No. 6 A.W.G. conductors.

3. Billboards with not more than a thirty-ampere computed load may be served by three No. 6 A.W.G. conductors.

4. For other installations and for temporary services on construction poles serving not more than two twenty-ampere, one-hundred-twenty-volt, circuits may be served by three No. 6 A.W.G. conductors. All one-hundred-twenty-volt, single-phase, fifteen-ampere and twenty-ampere receptacle outlets on construction sites shall have ground fault circuit interrupters. Two-hundred-thirty-volt outlets shall only be used for two-hundred-thirty-volt utilization equipment.

C. Protection of Ungrounded Conductors.

1. Protection of ungrounded conductors shall be provided by an overcurrent device in series with each ungrounded service conductor having a rating or setting not higher than the allowable ampacity of the conductor.

2. Where more than one and not more than six overcurrent devices provide the required protection for the ungrounded conductors, their total ampacity shall not exceed the allowable ampacity of the ungrounded conductor(s). Refer to Section 240.4(b) and (c) of the National Electrical Code for overcurrent protection of wire.

D. Services on manufactured (mobile) homes shall be allowed when all of the following requirements are met:

1. Service will be of the meter and exterior main type of no less than one hundred twenty-five amps.

2. The manufactured (mobile) home is owner-occupied and not located on leased property.

3. The smallest conductor in the manufactured (mobile) home is #12 copper wire.

4. The manufactured (mobile) home is permanently set on a foundation designed to meet all of the local jurisdiction's requirements.

(Ord. 16-08 § 2, 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 2 (part), 2002; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(12), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(6))

15.07.200 Wire size required—Aluminum conductors prohibited when.

No wires smaller than No. 12 A.W.G. copper shall be used in wiring nominal one hundred twenty volts or over within the corporate limits of the city, except for remote control circuits. No aluminum conductors smaller than No. 2 A.W.G. shall be used for wiring or services.

(Ord. 7-90 § 1(13), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(9))

15.07.210 Separate circuitry required when.

Separate circuits shall be provided for furnaces, ranges, dryers, dishwashers, disposals and any appliances exceeding fifty percent of the circuit capacity. Ranges, dryers, dishwashers, disposals and washing machines in residences may be cord-connected. Built-in ovens and cook-top units may be direct-wired with flexible conduit from a junction box not more than three feet away and the conductors shall have an ampacity equal to the branch circuit overcurrent protection device. All furnaces and boilers shall have overcurrent devices responsive to the motor current and shall be rated or selected to trip at not more than one hundred twenty-five percent of motor current. Range and dryer receptacles shall be three-pole, four-wire, when the branch circuit originates from a feeder panel.

A separate twenty-amp one-hundred-twenty-five-volt circuit shall be provided for each three-quarter or full bathroom in a dwelling and for every two half bathrooms in a dwelling. Where commercial non-dwelling bathrooms have outlets there shall be a separate twenty-amp one-hundred-twenty-five-volt circuit for every two bathrooms.

(Ord. 6-96 § 1 (part), 1996; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(10))

15.07.220 Raceways.

A. Metal raceways shall be used for electric power, light, heat and all wiring supplying ninety volts and over in all commercial, industrial or public types of buildings, and in buildings or any part of buildings whose use is changed from one and two family residential to any other use. Armored cable shall be permitted for use in commercial buildings, for branch circuits, and shall be required to have a copper equipment grounding conductor as an integral part from the factory.

B. Metal raceways are defined as galvanized rigid conduit (heavy-wall conduit) intermediate metal conduit, electrical metallic tubing (thin-wall conduit, metal molding, metal troughing, metal ducts, and flexible metallic conduit (as allowed by Section 15.07.230). Flexible metal conduit shall not be installed outdoors, exposed to weather.

C. Fiberduct, PVC or equivalent raceways may be installed underground, and in concrete slabs, in accordance with the National Electrical Code. PVC may be installed in corrosive atmospheres by special permission from the city electrical inspector.

D. PVC and electrical nonmetallic tubing (ENT) may be installed only in structures where combustible construction is allowed, including commercial and public buildings, with the following limitations:

   1. ENT may be installed in buildings of no more than three floors. ENT shall not be permitted for exposed work, high temperature areas or exposed to physical damage. All bends in runs of ENT shall count in the total degrees of bend, which shall not exceed three hundred sixty degrees between boxes.

   2. Bushings shall be installed when run in metal studs.

3. Metal plates of the proper type shall be used for protection of ENT, when run in wooden stud walls and unable to be run in the center of the stud.

4. Tie wire shall not be used as a strapping method for ENT. Article 362 of the National Electrical Code shall apply for other installation requirements.

5. PVC (rigid nonmetallic conduit) may be installed only in structures where combustible construction is allowed, and in accordance with Article 352 of the National Electrical Code, with the following limitations: PVC may be installed in slabs, and in buildings of no more than three floors. PVC shall not be permitted for exposed work (except as allowed by this section), high-temperature areas or exposed to physical damage. Short runs for protection of ground wires on exterior of buildings shall be permitted. All bends in runs of PVC shall count in the total degrees of bend, which shall not exceed three hundred sixty degrees between boxes. Metal plates of the proper type shall be used for protection of PVC when run in wooden stud walls and unable to be run in the center of the stud. Tie wire shall not be used as a strapping method for PVC.

E. All raceways installed below grade shall have approved expansion joints installed within one foot immediately above grade on each end. All underground raceways shall have a sleeve installed where passing through concrete or masonry. A junction box shall be sized and constructed to power company requirements and may be above ground or underground, but in no case shall junction boxes be smaller than twelve inches wide by eighteen inches high by six inches deep above ground or thirteen inches by twenty-four inches by eighteen inches deep underground. Meter bases that provide room for eighteen inches of slack within the meter base shall not be required to have a junction box.

(Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 2 (part), 2002; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(14), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(2))

15.07.230 Metal conduit or raceway required when.

All wiring exposed on the outside, or exposed on inside concrete or masonry walls of any building within the corporate limits of the city, shall be installed in a metal conduit or raceway system (rigid conduit, intermediate or electrical metallic tubing). All service entrance wires hereafter installed from the public utilities service drop conductors into the building or structure to be served, shall be in an approved metal conduit or raceway system (rigid conduit, intermediate or electrical metallic tubing) equipped at the outer end with a service head fitting. When a mast is required, it shall be at least two-inch galvanized rigid metal conduit. Service laterals may be installed with rigid nonmetallic conduit approved for the purpose. Service drop and lateral installation and meter location shall be in accordance with the power company specifications.

(Ord. 7-90 § 1(15), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(5))

15.07.240 Metallic tubing installment and coating requirements.

Electrical metallic tubing shall not be installed in contact with the earth, or in concrete at ground level or below. Rigid and intermediate conduits shall be PVC coated or taped, and coated when

buried or when subject to direct contact with earth. Rigid nonmetallic conduit approved for the purpose may be buried or installed in concrete.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(4))

15.07.250 Nonmetallic sheathed cable.

A. Reserved.

B. Exposed nonmetallic sheathed cable installed in accessible attics, unfinished garages and basements shall be routed either parallel or perpendicular to structural members and walls, protected from physical damage and avoiding proximity to sources of heat such as flues, ducts and hot water lines.

(Ord. 7-90 § 1(16), 1990: Ord. 87-87 § 1 (part), 1987: prior code §§ 11-2(3), (16); Ord. No. 16-24, 7-16-2024)

15.07.260 GFCI accessibility—Spa, hot tub disconnects.

A. All ground fault circuit interrupters shall be readily accessible; they shall not be installed in any attic, crawl space, behind panels or any other similar area, except for those outlets required for service of equipment in such areas.

B. An emergency switch or shutoff shall be located as required by Article 680.41, regardless of the type of occupancy. The emergency switch or shutoff shall be clearly labeled in an effective and permanent manner acceptable to the city electrical inspector.

(Ord. 8-02 § 2 (part), 2002; Ord. 5-99 § 3, 1999; Ord. 6-96 § 1 (part), 1996)

15.07.270 Service entrance switches.

Service entrance switches or any service distribution equipment, including branch circuit panels, shall not be installed within or have the only access through a bathroom, toilet room or clothes closet.

(Ord. 14-05 § 1 (part), 2005; Ord. 7-90 § 1(17), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(15))

15.07.280 Three-phase and single-phase panels.

A three-phase panel with one hundred twenty/two hundred forty volt, four-wire delta wiring shall not be permitted for use as a lighting and appliance panel. Separate panels shall be furnished for three-phase and single-phase loads.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(12))

15.07.290 Circuit breakers.

A. Back-fed main circuit breakers will not be permitted on main-lug-only panels used as service equipment.

B. Back-fed main circuit breakers that are factory installed in panels, or listed factory main breaker kits, will be permitted in residential services.

C. Back-fed main circuit breakers or plug in main lug devices that are back-fed shall be secured in place by an additional mechanical fastener that is approved for the purpose, whether the device is field or factory installed.

(Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(18), 1990; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(17))

15.07.300 Isolation circuits.

Orange shall only be used to designate the high leg on a delta service, or as required by Section 517.160 of the 2023 edition of the National Electrical Code, for isolation circuits. Orange shall be permitted in any building with no three-phase delta power or isolation circuits.

(Ord. 8-02 § 2 (part), 2002; Ord. 87-87 § 1 (part), 1987: prior code § 11-2(24))

15.07.310 Grounding.

Equipment and service grounds will be rigidly inspected by the city electrical inspector, and inspection tags will not be attached to any installation which is not adequately grounded in accordance with the grounding requirements contained in the 2023 Edition of the National Electrical Code. The main system service ground shall be a minimum of No. 6 A.W.G. copper, and connected to the waterpipe on the street side of the water meter, if feasible, or to the nearest cold waterline. A minimum No. 6 A.W.G. copper bonding jumper shall be installed around the water meter. A minimum No. 6 A.W.G. copper bonding jumper shall be installed between the hot and cold water pipes on water heaters and water softeners (if applicable). Bonding requirements of services shall be determined by Article 250-28 of the 2023 edition of the National Electrical Code. All grounding electrode conductors shall be copper.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 §§ 1 (part), 4, 1999; Ord. 6-96 § 1 (part), 1996; Ord. 7-90 § 1(19), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(7); Ord. No. 10-23, 1, 7-5-2023)

(Ord. No. 17-20, § 1, 9-1-2020)

15.07.320 Load calculations.

Load calculations shall be provided to the city electrical inspector when derating the grounded conductors for a reduction in size and reducing it by more than one size.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(20))

15.07.330 Extension to existing facilities.

Where extensions are made to commercial or residential installations which have been originally wired in metal raceways, flexible metallic conduit (Green Field) of the type allowing the pulling and withdrawing of wires when the conduit is in place may be used; providing existing circuits are adequate. Where extensions are made to residential installations which are originally wired in knob and tube, nonmetallic sheathed cable may be used for extension; providing existing circuits are adequate and provided that such building or structure is not of a commercial nature where metal raceways are required. Flexible metal conduit shall not be installed outdoors exposed to weather.

(Ord. 7-90 § 1(20), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(8))

15.07.340 Modular or prefabricated building requirements.

A. A modular or prefabricated building shall be inspected for conformance with this chapter, either by the city electrical inspector or by a certifying agency or authority acceptable to the city council. This modular or prefabricated building shall be inspected at the plant where being built or fabricated. The owner, builder or fabricator shall arrange with the city or a certifying agency for inspection, pay all required fees and, if approved, have the certifying agency furnish to the city electrical inspector written certification that the electrical wiring does conform to the requirements of this chapter.

B. The city electrical inspector shall inspect each building to determine the point of service attachment.

C. Any electrical wiring required to be done at the building erection site shall be in accordance with this chapter, including payment of permit fee to the city and inspection by the city electrical inspector.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(1))

15.07.350 Services for mobile homes and other approved service installations.

A. Where permanent overhead services are mounted on poles for serving mobile homes or other approved service installations, the pole shall be at least twenty feet long so that when buried, the top of the pole will be at least sixteen feet above the ground, and must not be less than five and one-half inches by five and one-half inches, if square, nor less than five and one-half inches in diameter at the top if round. The pole shall be either rot-resistant wood (redwood, cedar, hemlock, etc.) or treated to resist rot with penta, creosote, or other substances or methods approved by the city electrical inspector.

B. The method of identifying ungrounded conductors in buildings having two voltage systems shall be 277/480 — brown, orange, yellow; 120/208 — black, red, blue.

C. Single wide mobile homes may utilize a 100 amp service.

(Ord. 14-05 § 1 (part), 2005; Ord. 7-90 § 1(21), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(28))

15.07.360 Electric signs and outline lighting.

A. All electric signs and outline lighting shall be wired to comply with Article 600 of the 2023 Edition of the National Electrical Code. All new signs or outline lighting shall be inspected by the city electrical inspector prior to connection to any electrical supply source.

B. Portable electric signs shall have GFCI protection of the type approved for signs provided on the sign. Any portable sign without GFCI protection on the sign, shall

have GFCI protection as an integral part of the supply cord to the sign, and be of the type approved for use with portable signs. Supply cords for portable signs shall be type S.O. cord, or equivalent, no longer than ten feet, sized for load, but not smaller than No. 14. Permits for connection of portable signs to outlets for power shall be applied for by the owner of the sign, the owner of the sign shall apply for the electrical permit for rented/leased signs.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996; Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(22), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(19))

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

15.07.370 TV satellite dish antennas.

Satellite TV reception dish antennas used for private TV reception shall be grounded with a No. 6 groundwire to the building's grounding electrode system. If the dish is more than fifty feet from the building, a five-eighths inch by eight foot ground rod shall be permitted.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(21))

15.07.380 Smoke and carbon monoxide detectors.

A. Smoke and carbon monoxide detectors shall be installed in all hotels, motels and residential dwellings as required by the current International Building Code and International Residential Code, as adopted by the city of Casper, and all smoke detectors shall be supplied by line voltage, with battery backup, in all new construction and as required by Sections 15.01.160, 15.02.150, and 15.02.160 of the Casper Municipal Code.

B. Number 14/2 and 14/3 nonmetallic cable shall be permitted for the wiring and interconnection of smoke and carbon monoxide detectors when used with a dedicated fifteen-amp branch circuit in one-family and two-family dwelling units.

(Ord. 16-08 § 3, 2008; Ord. 14-05 § 1 (part), 2005; Ord. 5-99 § 5, 1999; Ord. 6-96 § 1 (part), 1996: Ord. 4-93 § 1 (part), 1993: Ord. 7-90 § 1(23), 1990: Ord. 87-87 § 1 (part), 1987: prior code § 11-2(14))

15.07.390 Temporary construction service.

Temporary construction service shall be located on the same side of the alley, street or driveway as the construction for which the service is required.

(Ord. 87-87 § 1 (part), 1987: prior code § 11-2(18))

15.07.400 Temporary decorative lighting.

A. Temporary decorative lighting is exempt from this chapter and is the responsibility of the owner to maintain in safe operating condition.

B. Extension cords shall not be left attached to buildings or through windows or doors more than ninety days once a year for decorative lighting. (NEC 400-8.)

(Ord. 87-87 § 1 (part), 1987: prior code §§ 11-2(26), (27))

15.07.410 Carnivals, circuses, fairs, and similar events.

A. Electrical permits and inspections shall be obtained before any of the items included in Article 525 of the 2023 Edition of the National Electrical Code are open to the general public. The owner of the property on which the event takes place shall insure that all permits are obtained and operators/owners of the equipment have passed inspection before allowing that equipment to be operated on their property.

B. All International Building Code and National Electrical Code requirements shall be met and the following items are also required:

1. All rides and amusement attractions and structures shall have a certificate of inspection from an acceptable certified amusement ride inspector not more than sixty days prior to the opening of the amusement ride.

2. There shall also be a certificate from an acceptable testing agency that shall have passed all amusement rides with a magna flux or other nondestructive test as required by manufacture not more than six months prior to the opening of the amusement ride.

3. All cords and wiring laid on the ground shall be protected by mats that are listed and labeled by an approved testing agency for that purpose, or approved by the administrative authority.

4. Fees for inspection shall be as established by resolution of the city council.

5. Any repair or modification on site of items covered by this section shall be done by licensed electrical contractors.

(Ord. No. 4-17, § 1, 4-4-2017; Ord. No. 12-14, § 1, 6-17-2014; Ord. No. 19-11, § 1, 7-5-2011; Ord. 16-08 § 1 (part), 2008; Ord. 14-05 § 1 (part), 2005; Ord. 8-02 § 1 (part), 2002; Ord. 5-99 § 1 (part), 1999; Ord. 6-96 § 1 (part), 1996)

(Ord. No. 17-20, § 1, 9-1-2020; Ord. No. 10-23, 1, 7-5-2023)

Chapter 15.08 SOLAR AND WIND ENERGY

15.08.010 Statutory authority.

The ordinance codified in this chapter was enacted pursuant to Section 34-22-105(b), Wyoming Statutes 1977, Republished Edition as amended, which provides for the establishment by local governments of permits systems for the use and application of solar energy.

(Ord. 16-83 Art. 1 § 1, 1983)

15.08.020 Title for citation.

The ordinance codified in this chapter may be cited as the "solar permit ordinance."

(Ord. 16-83 Art. 1 § 3, 1983)

15.08.030 Purpose of provisions.

The city recognizes that economic benefits may be derived for the people of the city from the use of solar energy, and this chapter is intended to encourage use of the same. It is the further intent of this chapter to provide a means for the balancing of the property rights of the citizens of Casper, and to provide a means of protection for the use of solar collectors without causing undue hardships on the rights of adjacent property owners.

(Ord. 16-83 Art. 1 § 2, 1983)

15.08.040 Definitions.

For the purposes of this chapter, the following words shall have the meanings respectively ascribed to them by this section:

A. "Board" means the Casper board of adjustment.

B. "Building official" means the chief building official of the City of Casper, or his designated representative.

C. "Community Development Director" means the community development director of the City of Casper.

D. "May" means permissive.

E. "New construction" means structures for which the start of construction commenced on or after the effective date of the ordinance codified in this chapter.

F. "Owner" means the person who holds a solar permit issued by the city manager in accordance with this chapter.

G. "Permittee" means a person who holds a solar permit issued by the city manager in accordance with this chapter.

H. "Person" means any person, partnership, corporation, association, governmental agency, estate, trust, two or more individuals having a joint or common interest in property, or any other recognized legal entity.

I. "Possessor of real property" means a person holding an interest in real property less than the fee simple interest, and who is entitled to take immediate possession or has possession of the property.

J. "Prior use" means any legal use of real property or appurtenances thereto made by the owner or possessor of such real property prior to the effective date of the ordinance codified in this chapter, or the date of application for a solar permit the granting of which may affect such legal use.

K. "Property line" means the legal boundary of any particularly described parcel of land under the ownership of an owner or possessor of real property.

L. "Shall" means mandatory.

M. "Solar collector" means one of the following, which is capable of collecting, storing or transmitting at least twenty-five thousand Btu's (British thermal units) on a clear winter solstice day:

1. A wall, clerestory or skylight window designed to transmit solar energy into a structure for heating purposes;
2. A greenhouse attached to another structure and designed to provide part of the heating load for the structure to which it is attached;
3. A trombe wall, "drum wall" or other wall or roof structural element designed to collect and transmit solar energy into a structure;
4. A photovoltaic collector designed to convert solar energy into electric energy;
5. A plate-type collector designed to heat air, water or other fluids for use in hot water or space heating, or for other applications; or
6. A massive structural element designed to collect solar energy and transmit it into internal spaces for heating.

N. "Solar permit" means an official document or certificate issued by the building official, establishing a solar right and/or the right to install the particular solar collector it describes, and which conforms to city ordinances and applicable state statutes.

O. "Solar right" means a property right to an unobstructed line-of-sight path from a solar collector to the sun, which permits radiation from the sun to impinge directly on the solar collector. The extent of the solar right shall be described by that illumination provided by the path of the sun on the winter solstice day which is put to a beneficial use or otherwise limited by this chapter or state statutes.

P. "Start of construction" means the date application is made for a building permit; or, in the event a building permit is not needed, the first placement of permanent construction of a structure on a site.

Q. "Structure" means that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

R. "Winter solstice day" means the solstice, on or about December 21st, which marks the beginning of winter in the northern hemisphere, and is the time when the sun reaches its southernmost point.

(Ord. 16-83 Art. 1 § 6, 1983)

15.08.050 Interpretation of provisions.

The provisions of this chapter shall be held to be minimum requirements to meet the intent expressed in Section 15.08.030. Where the provisions herein impose greater restrictions than those of any other ordinance or regulation, the provisions of this chapter shall prevail. Where the provisions of any other ordinance or regulation impose greater restrictions than those of this chapter, the provisions of such other ordinance or regulation shall prevail.

(Ord. 16-83 Art. 1 § 4, 1983)

15.08.060 Solar rights—Establishment and applicability.

From and after the effective date of the ordinance codified in this chapter, no solar rights shall be established or changed except in conformity with the provisions of this chapter. Solar rights may be established in conjunction with solar collectors for which a solar permit has been issued, as provided herein. Solar rights in existence prior to the effective date of the ordinance codified herein shall be limited to the terms of a solar permit issued for solar collectors, as provided herein; provided, however, that nothing in this chapter alters, amends, denies, impairs or modifies a solar right, lease, easement or contract right which has vested prior to said effective date. Solar rights established by a solar permit are limited to and defined by the solar permit, this chapter, and applicable state statutes.

(Ord. 16-83 Art. 1 § 5, 1983)

15.08.070 Permit—Application—Contents.

Any person desiring a solar permit authorized by this chapter shall apply to the community development department building official. The application shall be made upon a form prepared by the city, and the original and two copies shall be filed in the office of the community development director of the city, and shall contain the following items:

A. The name and address of the applicant;

B. The common address and legal description of the property on which the solar collector is located or proposed to be located;

C. The legal description of property immediately adjacent to the property on which the solar collector is to be located, which may be affected by solar rights granted under the permit, and the names and addresses of the record owners of such properties;

D. The present or proposed use of the structure to which the solar collector is attached, and the zoning of the applicant's property and adjacent properties;

E. The type or types of solar collectors, as defined in this chapter, for which the permit is sought;

F. A description of the collector surface, or that portion of the collector surface for which the solar permit is sought, such description to include the following items:

1. The dimensions of the collector surface,

2. The direction of orientation,

3. The height above ground level, and

4. The location of a collector on the solar user's property;

G. Be accompanied by plans, diagrams, computations and specifications and all other data, as required in Section 15.08.080 of this chapter.

(Ord. 16-83 Art. 2 § 1(A), 1983)

15.08.080 Permit—Application—Plans and specifications.

Plans and specifications shall be drawn to scale upon substantial paper, and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed, and show in detail that it

will conform to the provisions of this chapter. The following plans shall be submitted with the application:

A. Plans for the proposed solar energy system shall be designed by a registered design professional and shall include the solar collector and any heat or energy storage and distribution facilities; such plans shall include calculations and the sum total as to collection and beneficial use of heat or energy, expressed in Btu's or Amperage per day, and shall include structural analysis for any structure on which a solar energy system is located;

B. A site plan, showing the following:

1. The boundaries of the parcel or parcels of land which either contain or are proposed to contain a solar collector, and all adjacent property the use of which may be affected by the solar right;

2. The names of the owners and/or the possessor of the real property for the parcels shown;

3. Where relevant to the solar permit requested, the topography of the land, location of structures, fixtures and vegetation in existence, or known by the applicant to be planned;

4. The horizontal and vertical dimensions of such structures, fixtures and vegetation;

5. The spatial and temporal boundaries of the solar rights to be established by the solar permit.

(Ord. 16-83 Art. 2 § 1(B), 1983)

15.08.090 Permit—For additions to existing system.

In the event a permittee desires to obtain a solar permit for a solar collection system for which a solar permit has been granted because of the addition of new solar collectors, he shall apply to the building official for a new solar permit and shall be required to comply with Sections 15.08.070 and 15.08.080 of this chapter.

(Ord. 16-83 Art. 2 § 1(C), 1983)

15.08.100 Permit—For existing solar collectors.

A. Any person who has a solar collector in existence and being beneficially used on the effective date of the ordinance codified in this chapter may apply for a solar permit, as provided in Sections 15.08.070 through 15.08.080 of this chapter. The applicant shall have the burden of proving to the satisfaction of the building official that the permit requested will not unreasonably or unnecessarily restrict the uses of neighboring property. The application shall further state the date upon which the solar collector was first beneficially used. Any permit granted for existing solar collectors shall define the beneficial use thereof, and the solar rights granted thereunder shall be limited to such beneficial use. The priority date for such solar rights shall be the first date the solar collector was beneficially used.

B. All persons who own a solar collector being beneficially used on the effective date of the ordinance codified in this chapter must apply within five years of such effective date; otherwise, the use of the solar collector shall be without priority.

(Ord. 16-83 Art. 2 § 2, 1983)

15.08.110 Permit—Application—Review and corrections.

A. Upon receipt of an application for a solar permit, it shall be the building official's duty to date the application and to make a record of receipt of the same in a suitable book in the office of the community development director. It shall be the building official's duty to examine all applications to ascertain that they contain all the necessary information required by this chapter.

B. If, upon examination, an application is found to be defective or incomplete, the building division shall return the application for correction by registered letter, with a return, reasons therefor, and the time allowed within which to make such corrections, which in all cases shall not be more than ninety days. A record of such return shall be made in the book kept for recording of the receipt of the applications. Upon receipt of a corrected application, the date of the return of the same shall also be entered in the book provided for receipt of applications.

C. If, at the expiration of time allowed within which to make corrections, the application has not been returned to the office of the engineering director with the corrections properly made, it shall be the duty of the building official to cancel the filings covered by such application, and the application shall be considered to be null and void.

D. The building official may, upon request by the applicant for good cause shown, grant extensions of time for making corrections.

(Ord. 16-83 Art. 2 § 6, 1983)

15.08.120 Permit and plan review—Fees.

Fees shall be established by resolution of the city council of the city of Casper, Wyoming.

(Ord. 16-83 Art. 2 § 5, 1983)

15.08.130 Permit—Form and contents.

A. The solar permit issued by the building official shall contain at the minimum a description of the solar collector surface to which the permit is granted; such description shall include the dimensions of the collector surface, the direction of orientation, the height above ground level, and the location of the collector on the solar user's property. The solar permit shall contain a statement that it is limited to the contents of the application on file with the community development office and approved by the building official.

B. The solar permit shall further contain a statement that the permit and all rights granted thereby shall be null and void and of no further effect unless the solar collector for

which the permit is issued is put to beneficial use within two years of the date of the permit, and such use is certified as provided in Section 15.08.200 of this chapter.

C. The solar permit shall be in a form which may be recorded in the office of the Natrona County clerk.

(Ord. 16-83 Art. 2 § 9, 1983)

15.08.140 Permit—Issuance conditions—Recordkeeping.

A. All applications which shall comply with the provisions of this chapter and with applicable state statutes shall be recorded in a suitable book kept for that purpose at the office of the community development director. It shall be the duty of the building official to approve all applications made in proper form, and which comply with the provisions of this chapter and of applicable state statutes. All applications received shall be approved, rejected or returned for correction as soon as reasonably possible, but in no event later than ninety days after receipt.

B. It shall be the duty of the building official to reject all applications, and refuse to issue a solar permit sought, for the following reasons:

1. The solar collector, or a portion thereof, will unreasonably or unnecessarily restrict uses of neighboring property;

2. The use by the owner of the solar collector for which the permit is sought will adversely affect the public health and safety;

3. The application is defective or incomplete, and the applicant has failed to make the necessary corrections within the time allowed;

4. The building official finds that the structure for which a solar permit is sought is not in fact a solar collector, as defined by this chapter;

5. The building official finds that the solar collector for which a permit is sought cannot be put to beneficial use within two years.

C. The refusal or approval of an application shall be endorsed on the same, and recorded in the office of the community development director. The applicant shall be notified of the acceptance or rejection and, if rejected, a copy of the application shall be returned to the applicant. Upon approval, the applicant shall be authorized to take all steps necessary to put the solar collector to beneficial use and perfect the solar right, as provided in Section 15.08.130 of this chapter. In such event the original and one copy of the application shall be returned to the applicant.

D. In the event an application is rejected, the applicant may appeal the decision of the building official to the appeals board, and during the pendency of the appeal all further action on the application shall be stayed.

(Ord. 16-83 Art. 2 § 7, 1983)

15.08.150 Applications to void permits.

A. An application shall be made to the building division by the owner or possessor of real property to whom a solar permit has been issued or transferred in accordance with state

law, when such owner or possessor of real property desires to void, in whole or in part, such permit. The application shall identify the permit which is requested to be voided, and, in the event the person requesting the permit is not the person to whom the original permit was granted, the application shall be accompanied by an instrument or instruments showing that the applicant is the legal owner of the solar right. If the permit is to be voided only in part, the application shall specify with particularity that portion of the permit which is to be voided, and the city manager may require that the application shall show information required in Section 15.08.070 through 15.08.080 of this chapter. Upon partially voiding a solar permit, the building official shall issue an amended solar permit to the permittee.

B. No application to void a solar permit wholly or in part shall be granted if the granting of such application will injuriously affect the property rights of another person, unless such person consents to the granting of such application in writing.

C. The issuance of an amended solar permit shall not affect the priority of the original solar right granted and which is amended.

(Ord. 16-83 Art. 2 § 3, 1983)

15.08.160 Correction of errors in permits.

The building official is authorized, upon written petition of a permittee, to amend any solar permit, for the purpose of correcting errors or otherwise, when in his opinion such amendment appears desirable or necessary, provided that the amendment shall not have the effect of enlarging the solar right granted so that it will injuriously affect the property rights of an adjacent property owner. The building official may require any and all reasonable information necessary to make such determination. When any permit is corrected, as provided in this section, the building official shall issue a corrected solar permit to the permittee, and the issuance of the corrected permit shall not affect the priority of the permit originally issued.

(Ord. 16-83 Art. 2 § 4, 1983)

15.08.170 Location of solar collectors.

Solar collectors shall be located on the owner's property so as not to unreasonably or unnecessarily restrict the uses of neighboring property. No solar right attaches to a solar collector, or a portion of a solar collector, which would be shaded by a ten-foot wall located on the owner's property line on a winter solstice day, or to a building or structure located on adjacent property which is built before or after the issuance of a solar permit in accordance with the city's zoning ordinance.

(Ord. 4-89 § 2, 1989: Ord. 16-83 Art. 3 § 3, 1983)

15.08.180 Beneficial use policy.

Beneficial use shall be the basis, the measure and the limit of the solar right, except as may be otherwise provided by written contract, or as provided in this chapter, or the applicable state statutes. If the amount of solar energy which a solar user can beneficially use varies with the season of the year, then the extent of the solar right shall vary likewise. A solar right which is not

applied to a beneficial use for a period of five years or more shall be deemed abandoned and without priority.

(Ord. 16-83 Art. 3 § 2, 1983)

15.08.190 Solar rights—Time restrictions and priority.

The solar right to radiation of the sun before nine a.m. or after three p.m., Mountain Standard Time, is de minimus, and may be infringed without compensation to the owner of the solar collector. Priority in time shall have the better right in disputes over the use of solar energy. The priority of new construction, with regard to interference in solar rights, shall vest as of the date the building permit for such construction is applied for.

(Ord. 16-83 Art. 3 § 1, 1983)

15.08.200 Solar rights—Vesting and certification.

A. Solar rights vest on the date which the building official grants the solar permit. The solar collector for which a solar permit has been granted shall be put to beneficial use within one hundred eighty (180) days of the date of the permit, except the building official may allow additional time upon request of the permittee to certify within one hundred eighty (180) days of the date of the permit to the building official, by sworn affidavit, that the solar collector for which the solar permit has been issued has been constructed and put to beneficial use in accordance with the solar permit.

B. Upon the receipt of the of sworn certification, the building official shall have the authority to inspect the solar collection system, including the solar collector, to assure that beneficial use is being made of the solar collector.

    1. In the event that the building official does find that the solar collector is being beneficially used, he shall certify the solar right and its beneficial use, in writing, and deliver such certification to the permittee. Such certification shall be a form which may be recorded in the office of the county clerk.

    2. In the event the building official finds that the solar collector for which the solar permit has been issued is not being beneficially used as provided in the solar permit and the application for a solar permit, he shall have the right to refuse to certify the solar right and its beneficial use.

    3. In the event the building official refuses to certify the solar right and its beneficial use, as provided in this section, the permittee may appeal his decision to the appeals board, as provided in this chapter.

C. It shall be the duty and obligation of the permittee to record in the office of the county clerk the certification of the right and its beneficial use upon receipt of the same from the building official. When any solar right is certified, a record of the same shall be made in a book for that purpose in the office of the community development director.

D. In the event a permittee fails to put a solar collector to beneficial use within one hundred eighty (180) days after a permit is issued for such solar collector, or fails to certify the beneficial use as provided in this section, the permit and all rights granted shall be thereby null and void, and of no further force and effect.

(Ord. 16-83 Art. 2 § 10, 1983)

15.08.210 Solar rights—Recordation.

Upon the grant of a solar permit to a permittee, it shall be his obligation and duty to record the same in the office of the county clerk, and neither the building official nor the city shall have any obligation to assure that the permit is recorded. Upon the certification of the solar right and its beneficial use, it shall be the permittee's obligation to record the same.

(Ord. 16-83 Art. 2 § 11, 1983)

15.08.220 Photovoltaic and wind energy systems – Construction permitting and installation.

A. Solar photovoltaic and wind energy system permits:

1. Residential installations:

a. Plans including the layout of the system and type of equipment being installed shall be submitted to the department for review and approval prior to the start of the project. The plans shall include a letter produced by a registered structural engineer certifying that all aspects of the system and structure(s) such as roof and/or wind loads will comply with the most recently adopted building codes.

b. All photovoltaic and wind energy systems shall be required to have applicable building and electrical permits submitted to the department for review, approval, and issuance prior to the start of work.

c. The rapid shutdown and service disconnect shall be located outside in a readily accessible location.

2. Commercial installations:

a. Plans including the layout of the system and types of equipment being installed shall be submitted to the building official for review and approval prior to the start of the project.

b. Photovoltaic and wind energy systems shall be designed by registered structural and electrical engineers certifying that all components comply with the most recently adopted building and electrical codes.

c. All photovoltaic and wind energy systems shall be required to have applicable building and electrical permits submitted to the department for review, approval, and issuance prior to the start of work.

B. Solar and wind energy permits for solar photovoltaic and wind energy system permit and plan review fees shall be set as outlined in Section 15.08.120 of the Casper Municipal Code.

C. Solar photovoltaic and wind energy systems shall be installed according to the requirements set forth in the most recently adopted editions of the International Fire,

International Building, International Residential, and NFPA 70 National Electrical Codes.

D. All grounding and bonding shall meet current requirements most recently adopted version of the NFPA 70 National Electrical Code.

E. All photovoltaic and/or wind energy systems shall be installed by City of Casper licensed electrical contractors.

15.08.230 Board of appeals—Establishment and organization.

The city board of appeals is established as an appeals board to hear all appeals from any decisions or interpretations of this chapter. The board shall consist of membership as provided in Section 15.11.220. The board shall have the power to hear and decide appeals when it is alleged there is error in any order, requirement, decision or determination made by the building official, when the same is made in accordance with this chapter or any amendments hereto. In exercising its powers, the board may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination, as necessary, and to that end has all the powers of the officer from whom the appeal is taken. The concurring vote of a majority of the duly appointed members of the board is necessary to reverse any order, requirement or decision of any official, or to decide in favor of the contestee on any matter which it is required to pass under this chapter.

(Ord. 16-83 Art. 4 § 1, 1983)

15.08.240 Right to appeal.

Any person aggrieved by an order, requirement, decision or determination of the building official, made in accordance with the provisions of this chapter, shall have the right to appeal to the board from the order, requirement, decision or determination made.

(Ord. 16-83 Art. 4 § 2, 1983)

15.08.250 Appeals—Procedure generally.

A. Notice of appeal of the building official's order, requirement, decision or determination shall be filed in the office of the community development director of the city within five working days of the date the contestee is notified in writing of the order, requirement, decision or determination of the building official. The filing of the notice of appeals stays all proceedings in furtherance of the action appealed from.

B. The written appeal shall be in a form substantially complying to the following:

1. A heading in the words "Before the Casper Board of Appeals of the City of Casper";

2. A caption reading: "Appeal of _____," giving the names of all contestants participating in the appeal;

3. A brief statement setting forth what legal rights or interests are affected by the order, requirement, decision or determination of the building official, as the same applies to each contestant;

4. A brief statement in ordinary and concise language of the specific order, requirement, decision or determination protested, together with any material facts claimed to support the contentions of the contestant;

5. A brief statement in ordinary and concise language of the relief sought, and the reasons why it is claimed the protested order, requirement, decision or determination should be reversed, modified or otherwise set aside;

6. Signatures of all parties named as contestants, and their official mailing addresses;

7. The verification, by declaration under penalty of perjury of at least one contestant, as to the truth of the matter stated in the notice of the appeal.

C. Upon the filing of the notice of appeal, the board shall be immediately notified, and the board shall fix a reasonable time and place for the hearing of the appeal. Such date shall be not less than ten days nor more than sixty days from the date the appeal was filed. Written notice of the time and place of the hearing shall be given at least ten days prior to the date of the hearing to each contestant by the secretary of the board, either by causing a copy of such notice to be delivered to the contestant personally, or by mailing a copy thereof, postage prepaid, addressed to the contestee at his address shown on the appeal. The notice shall include a statement of:

1. The time, place and nature of the hearing;

2. The legal authority and jurisdiction under which the hearing is to be held;

3. The particular section or sections of this chapter involved;

4. A short and plain statement of the matters asserted.

D. All appeals to the board shall be considered contested cases, and shall be conducted in accordance with the Wyoming Administrative Procedure Act.

(Ord. 16-83 Art. 4 § 3, 1983)

15.08.260 Appeals—Scope of hearings.

Only those matters or issues specifically raised by the contestants shall be considered in the hearing of the appeal.

(Ord. 16-83 Art. 4 § 5, 1983)

15.08.270 Effect of failure to appeal.

Failure of any person to file an appeal in accordance with the provisions of Sections 15.08.240 through 15.08.250 of this chapter shall constitute a waiver of his right to an administrative hearing and adjudication of the order, requirement, decision or determination, or any portion thereof, and the order, requirement, decision or determination shall become final. Such person shall have no further rights to appeal.

(Ord. 16-83 Art. 4 § 4, 1983)

Chapter 15.09 INTERNATIONAL FIRE CODE

15.09.010 Adoption of the international fire code.

Pursuant to the authority granted by W.S. Section 15-1-119, as amended, there is adopted by the city, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain code known as the International Fire Code, published by the International Code Council being particularly the 2024 Edition thereof, including B, C, D, E, F, G, H, and I, save and except such portions are hereinafter deleted, modified, or amended by Sections 15.09.090 through 15.09.130 of this chapter, hereinafter referred to as the International Fire Code. A copy of the International Fire Code is on file in the office of the city clerk and the office of the fire chief of the city.

(Ord. 30-07 § 1, 2007; Ord. 15-04 § 2, 2004: Ord. 10-98 § 1, 1998; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 1, 11-20-2012; Ord. No. 26-15, § 1, 11-3-2015; Ord. No. 15-18, § 1, 7-17-2018; Ord. No. 11-19, 6-4-2019; Ord. No. 23-21, § 1, 8-17-2021; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.020 Establishment and duties of community risk reduction division.

A. The International Fire Code shall be enforced by the community risk reduction division of the Casper Fire Department, which shall be operated under the supervision of the fire chief.

B. The chief in charge of the community risk reduction division shall be appointed by the city manager after consulting with the fire chief.

C. The fire chief of the city may detail such members of the fire department as inspectors as shall, from time to time, be necessary. The fire chief shall recommend to the city manager the employment of technical inspectors to assist the chief of the community risk reduction division.

(Ord. 15-04 § 3, 2004: Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 2, 11-20-2012; Ord. No. 26-15, § 2, 11-3-2015; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.030 Definitions.

A. Whenever the word "jurisdiction" is used in the International Fire Code, it shall be held to mean the city of Casper, Wyoming, and such city-owned property outside the city limits upon which the International Fire Code is made applicable.

B. Whenever the term "Fire Code Official" is used in the International Fire Code or this Municipal Code, it shall be held to mean any member of the Casper fire-EMS Department Community Risk Reduction Division, the Fire Chief, or his designee.

(Ord. 15-04 § 4, 2004; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.040 Fire permit issuance.

A. A property owner or the owner's authorized agent who intends to conduct an operation or business, or install or modify systems and equipment that are regulated by the most recent version of the International Fire Code Section 105, adopted by the jurisdiction in its entirety, or to cause any such work to be performed, shall first make application to the Casper Fire-EMS Community Risk Reduction Division and obtain the required permit(s).

B. No fire permits shall be issued for a building on any non-platted property in the city except upon written application with complete plans showing in detail all proper approaches to streets, alleys and upon deeding such streets and alleys and approaches to the city, and after acceptance of streets and alleys and approaches, by vote of the city council.

C. No fire permits will be issued except when a site plan has been submitted and approved in accordance with requirements of Title 17, zoning, of this code; except that, in lieu of site plan approval, the city engineer may, upon written request of the applicant, waive the site plan requirement based on a determination by the city engineer that all necessary site improvements are existing and will not be altered by the proposed construction. Consideration of site improvements will include drainage control, traffic control, driveways, curb and gutter, sidewalks and street features. In the event a site plan is not required, the city engineer will issue a letter waving the site plan requirement.

D. Financial surety must be provided for any off-site improvements, on-site drainage improvements and other improvements required in accordance with the approved site plan provided under subsection B of this section. Financial surety shall be as required under Section 16.28.070, financial surety. No fire permit may be issued prior to receipt by the city of any required financial surety.

E. The Fire Code Official shall examine or cause to be examined applications for permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of pertinent laws and this Municipal Code, the Fire Code Official shall reject such application in writing, stating the reasons therefor. If the Fire Code Official is satisfied that the proposed work or operation conforms to the requirements of the most recent version of the International Fire code Section 105 adopted by the jurisdiction and the laws and ordinances applicable thereto, the Fire Code Official shall issue a permit therefore as soon as practical.

15.09.050 Permits required.

A permit shall constitute permission to maintain, store or handle materials; or to conduct processes that produce conditions hazardous to life or property; or to install equipment utilized in connection with such activities; or to install or modify any fire protection system or equipment or any other construction, equipment installation or modification in accordance with the provisions of the most recent version of the International Fire Code adopted by the jurisdiction where a permit is required by Sections 105.5 and 105.6. Such permission shall not be construed as

authority to violate, cancel or set aside any of the provisions of this code or other applicable regulations or laws recognized by the City of Casper and the State of Wyoming.

A. Operational Permits

1. The Fire Code Official is authorized to issue operational permits for the operations set forth in sections 105.5 in the most recent version International Fire Code as adopted by the jurisdiction.
2. A separate permit shall be obtained for each applicable operation as required by the most recent adopted version of the International Fire Code.
3. Failure to obtain a permit prior to the commencement of the operation shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars (750$) than the original permit fee.

B. Construction Permits

1. The Fire Code Official is authorized to issue construction permits for the operations set forth in the most recent version of the International Fire Code adopted Section 105.6 adopted by the jurisdiction.
2. A separate permit shall be obtained for each building, structure and/or life safety system.
3. Failure to obtain a permit prior to the start of the work shall result in the applicable permit fees being doubled. Double permit fee shall not be more than seven hundred and fifty dollars ($750) more than the original permit fee.
4. No person shall allow any other person to do or cause to be done, any work under a permit secured by a permittee, except persons in his employ.
5. Owners of commercial buildings may act as the construction manager for new construction, additions, remodels, major repair, and other types of work that are not minor in nature. Owners/construction managers are required to have licensed contractors who are licensed in the field in which they are working.

15.09.060. Validity of permits.

A. The issuance or granting of a permit, or approval of plans and specifications, shall not be deemed or construed to be a permit for, or an approval of any violation of any of the provisions of this Code. If any permit is issued, and the issuance results in the violation of the provisions of the Code, that permit shall be amended, and the violation abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

B. The issuance or granting of a permit, or approval of plans, shall not prevent the Fire Code Official from thereafter requiring the correction of errors in said plans and specifications, or from preventing construction operations being carried on thereunder when in violation of this Code or of any ordinance, or from revoking any certificate of approval when issued in error. Violation shall be abated within thirty days of the date of notice sent to the permit holder by Certified Mail, return receipt required.

C. Every permit issued by the Fire Code Official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred eighty days. Before such work can be recommended, a new permit shall be first obtained.

15.09.070 Fees—Fire Permits, Inspections and CRR Fee's

Fees shall be established by resolution of the city council of the city of Casper, Wyoming.

(Ord. No. 17-24, 8-20-2024)

15.09.080 Signature of registered engineer or architect required.

No permit will be issued or plan review undertaken for a building or structure which requires fire protection through the most recent version of the International Fire, Building, or Existing Building Codes adopted by the jurisdiction, unless the plans and specifications for such building or structure bear the signature of a registered design professional licensed by the state of Wyoming to practice as such. Plans for all Life Safety Systems shall bear the signature of a NICET registered design professional Level III or IV; or a registered design professional licensed in the related discipline by the State of Wyoming to practice as such.

15.09.090 Establishment of limits of districts in which storage of flammable or combustible liquids in outside aboveground tanks is to be prohibited.

The limits referred to in Section 5704.2.9.6.1 of the International Fire Code in which storage of flammable or combustible liquids in outside aboveground tanks is prohibited, shall apply in all areas within the jurisdiction.

EXCEPTION: Outside aboveground tanks which are located within a special enclosure, as described in Section 2306.2.6, or equivalent are permitted.

(Ord. 15-04 § 5, 2004; Ord. 10-98 § 2, 1998: Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 3, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.100 Establishments of limits in which bulk storage of liquefied petroleum gases is to be restricted.

The limits referred to in Section 6104.2 of the International Fire Code in which bulk storage liquefied petroleum gas is restricted, are all areas within the jurisdiction.

(Ord. 15-04 § 6, 2004; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 4, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.110 Establishment of limits of districts in which storage of explosives and blasting agents is to be prohibited.

The limits referred to in Section 5604 of the International Fire Code, in which storage of explosives and blasting agents is prohibited, shall apply in all areas within the jurisdiction.

(Ord. 15-04 § 7, 2004; Ord. 10-98 § 3 (part), 1998)

(Ord. No. 29-12, § 5, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.120 Establishment of limits of districts in which the storage of hazardous materials is to be prohibited or limited.

The limits referred to in Section 5001 of the International Fire Code in which the storage of hazardous materials is prohibited or limited, are established as follows: Quantities in excess of the amounts as listed in Tables 5003.1.1(1), (2), (3) and (4) shall only be allowed in the general industrial zone (M-2) of the jurisdiction.

(Ord. 10-98 § 6 (part), 1998)

(Ord. No. 29-12, § 6, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.130 Amendments made in the International Fire Code.

The following sections of the International Fire Code are deleted, modified, or amended in the following respects:

A. Chapter 113.3 is deleted and replaced as follows:

Chapter 113.3. The fire chief or his designee shall have authority to issue a written citation containing a notice to appear in Municipal Court to any person, who said fire chief, or his designee has probable cause to believe is committing a violation of any of the terms of this code.

B. Chapter 105 Permits

Any fees associated with the issuance of permits shall be established by resolution of the city council.

Underground Hydrostatic Test: Casper Fire-EMS CRR Division requires a construction permit for a 2-hour hydrostatic acceptance test of fire lines. Permit fee to be determined by City Council Resolution.

C. Section 903.2 is amended to add the following:

An automatic fire sprinkler system shall be installed when the fire flow requirements exceed 2500 gallons per minute, as determined by Appendix B, International Fire Code, 2024 Edition.

D. Section 905.2 is amended as follows:

Installation Standard. Standpipe systems shall be installed in accordance with this section and NFPA 14. Fire Department connections for standpipe systems shall be in accordance with section 912. The periodic inspection, testing and maintenance of standpipe systems shall comply with NFPA 25.

E. Section 5704.1 is amended as follows:

Section 5704.1 General.

1. Outside portable container storage of permitted flammable and combustible liquids shall only be allowed in the general industrial (M-2) zone of the jurisdiction.
2. Portable tank storage is prohibited.

EXCEPTIONS:

1. Portable tanks which are located within a special enclosure as described in Section 2306.2.6, or equivalent are permitted.
2. Temporary storage of flammable and combustible liquids used at construction sites.
3. Permits for portable tanks are to be issued only after inspection and approval by the division chief of the community risk reduction division and pursuant to Section 105.

(Ord. 30-07 § 2, 2007; Ord. 15-04 § 11, 2004: Ord. 10-98 §§ 4 (part), 7—10, 1998; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, §§ 7—10, 11-20-2012; Ord. No. 26-15, § 1, 11-3-2015; Ord. No. 11-19, 6-4-2019; Ord. No. 23-21, §§ 2, 3, 8-17-2021; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.140 Nuisance fire alarms.

A. Time Periods.

1. For the purpose of determining the time periods imposed by this section, nuisance alarms, as defined by the International Fire Code 2024 edition, shall be dated from the day of their occurrence.

B. Registered Systems.

1. Alarm systems registered with the city finance department or Casper Fire-EMS Department shall be defined as registered systems.

C. First Response.

1. Casper Fire-EMS response to premises with a registered system at which no other nuisance alarms have occurred within the same calendar year shall be referred to as a "first response." No penalty or administrative sanction shall be imposed by any first response. However, non-registered systems are subject to penalties in Article 4 upon first response and all subsequent responses.

D. Third and Subsequent Response—Civil Penalty.

1. When three or more nuisance alarms have occurred at any premises in any calendar year, the owner shall have committed the infraction of a "repetitive nuisance alarm." The civil penalty for a third and succeeding nuisance alarm in any calendar year shall be five hundred dollars per occurrence, in addition to any fees imposed pursuant to Section 15.09.180. Any nuisance alarm which results from a failure to take required corrective action to prevent such recurrence after notice thereof by the community risk reduction division and/or any nonpayment of any nuisance alarm penalty may result in the community risk reduction division providing written notice ordering the disconnection of such alarm until the required corrective action or payment of penalty has been made; provided, however, that no disconnection shall be ordered on any premises required by law to have an alarm system in operation.

E. Notice of Violation.

1. Responsibility for Issuance. The community risk reduction division shall be responsible for the issuance of written notices of infraction to the owner following the second and each succeeding nuisance alarm in any calendar month. The community risk reduction division shall notify the city finance department of the amount of penalties to be collected. The City of Casper Finance Department shall collect such penalties.

2. Waive Imposition. In the event the community risk reduction division determines that the nuisance alarm(s) occurred as a direct result of an interruption of electrical power, telephone system malfunction, an alarm equipment malfunction, or other causes beyond the control of the owner, the community risk reduction division may waive imposition of the applicable nuisance alarm penalty or administrative sanction.

(Ord. No. 10-14, § 1, 6-3-2014; Ord. No. 26-15, § 1, 11-3-2015; Ord. No. 23-21, § 4, 8-17-2021; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.140 Appeals.

Whenever the fire chief or his designee disapproves an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the code do not apply or that the true intent and meaning of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the fire chief to the Wyoming Council on Fire Protection and Electrical Safety within thirty days from the date of the decision appealed.

(Ord. 15-04 § 12, 2004; Ord. 10-98 § 5 (part), 1998; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 11, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.160 New materials, processes or occupancies which may require permits.

The city manager, the fire chief, and the chief of the community risk reduction division shall act as a committee to determine and specify, after giving affected persons an opportunity to be heard, any new materials, processes, or occupancies, which shall require permits, in addition to those now enumerated in said code. The chief of the community risk reduction division shall make available such lists of permitted materials, processes, or occupancies in and distribute copies thereof to interested persons upon request.

(Ord. 15-04 § 13, 2004; Ord. 10-98 § 6 (part), 1998; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 12, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 16-24, 7-16-2024)

15.09.170 Self inspection program.

A. Establishment of Self Inspection Program. The city hereby establishes a Self-Inspection Program for the purpose of maintaining functions necessary for fire prevention.

B. *Classification of Commercial Occupancies Eligible to Participate.* Commercial occupancies with a classification and use that are eligible to participate in the self

inspection program are "Business Group B", "Factory Industrial Group F2 (Low Hazard)" and Storage Group S2 (Low Hazard) as defined by the International Building Code and adopted by this chapter of the Casper Municipal Code, shall be eligible to participate in the self inspection program.

C. Frequency of Inspections.

1. Self-Inspections. Self-Inspections, performed by the business owner, manager, occupant or other duly authorized person shall be completed annually by December 31st of each year.

2. On-Site Inspections. On-site inspections by Casper fire personnel, absent exigent circumstances or public health and safety concerns, will be performed on a rotational basis averaging no more often than once every three years. Inspections may also be performed if an International Fire Code violation is reported or if the fire department inspector has a reasonable suspicion that a violation exists.

D. *Compliance.*

1. The fire department shall deliver, in person, by certified mail or verified electronic delivery on an annual basis, its most current "Self-Inspection Packet" which shall be periodically approved by the fire chief, or his designee, to each registered occupancy identified under Section 15.40.105 B. within the city limits.

2. The owner, manager, occupant or other duly authorized person of said occupancy must complete the questions within the self-inspection packet and return the self-inspection form within thirty days from the date of issuance by mail or by electronic submission designated by the fire chief, or his designee. The fire chief, or his designee, as soon as practicable after receipt of the self-inspection form, shall issue the owner, manager, or occupant of said occupancy with a letter which shall contain the following:

a. A notice that the self-inspection is complete, and no corrections or violations have been noted; or

b. A notice that provides details of any violations or deficiencies that were self-reported and timelines to complete any necessary corrective action(s).

E. Enforcement.

1. Any owner or occupant of a business, commercial or industrial facility qualifying for the self inspection program but elects not to enroll or fails to successfully complete the self-inspection as requested by the fire chief, or his designee, in accordance with the procedures established herein, shall be charged a service fee for the fire code official or designee to perform each inspection.

2. The amount charged for service fees for fire inspections performed by the fire chief, or his designee, to check compliance with this code and the International Fire Code, shall be set by resolution of the governing body. Non-payment of service fees is a violation of this chapter and the city may pursue any available legal remedies.

3. All violations or deficiencies identified on a property from the self-inspection shall be corrected by occupant within thirty days. If correction(s) cannot feasibly be made within thirty days, the occupant shall provide written notice of impracticability and the reasons therefor to the fire chief for review. Then, if approved, the occupant shall proceed with corrections within a timeframe determined by the fire chief or his designee. The fire chief, or his designee, also has the right to shorten any timeframe to complete corrections when serious public health, safety and welfare concerns exist.

F. Registration Required, Contents.

1. Any owner or occupant of a business, commercial or industrial facility eligible for the self inspection program, is required to register with the Casper fire department Community Risk Reduction division.

2. The registration form/application shall include the following:

   a. Name, address, telephone number and email;

   b. Emergency contact information;

   c. Business type.

(Ord. No. 8-24, 5-7-2024)

15.09.180 Penalties.

Any person who shall violate any of the provisions of this code or fail to comply herewith or who shall violate or fail to comply with any order made thereunder, or who shall build in violation of any detailed statement of specifications as plans submitted and approved hereunder, and from which no appeal has been taken, or who shall fail to comply with such an order as affirmed or modified by the Wyoming Council on Fire Prevention and Electrical Safety, or by a court of competent jurisdiction within the time fixed herein shall be severally, for each and every such violation and non-compliance, respectively, be guilty of a misdemeanor and the penalty for violation hereof shall be that set forth in Chapter 1.28 of this code. Address Uniform Fire Code in section 1.28.010 and violations listed.

(Ord. 15-04 § 14, 2004; Ord. 30-95 § 1 (part), 1995)

(Ord. No. 29-12, § 11, 11-20-2012; Ord. No. 8-24, 5-7-2024; Ord. No. 17-24, 8-20-2024)

15.09.190 Elevator Maintenance and Testing Records

A. Record Maintenance Required.

1. The owner, operator, or person responsible for any building containing an elevator, escalator, moving walk, or other conveyance regulated by applicable codes and standards shall maintain records of all inspections, testing, maintenance, repairs, alterations, and impairments required by law.

B. Electronic Submission of Records.

1. Annual inspection reports, fire service recall testing reports, Phase I and Phase II firefighter emergency operation testing records, maintenance control program records, impairment notices, and other documentation required by the Fire Code Official shall be submitted electronically through the City of Casper Fire-EMS Department Approved Records Management System or other platform approved by the Fire Code Official.

C. Submission Timeframe.

1. Required records shall be submitted within thirty (30) days of completion of the inspection, test, maintenance activity, repair, or alteration, unless otherwise directed by the Fire Code Official.

D. Availability of Records.

1. Elevator maintenance and testing records shall be maintained on-site or made readily accessible to the Fire Code Official upon request and shall be retained for the period required by the applicable adopted code or standard.

E. Impairments.

1. Any condition that renders an elevator's firefighter emergency operation features inoperative, or otherwise affects emergency responder use of the elevator, shall be reported to the Fire Department without delay and documented through the City's approved records management system.

F. Violation.

1. Failure to maintain or submit required records shall constitute a violation of this code and shall be subject to enforcement action as provided herein.

Chapter 15.10 BUILDING PERMIT AND CERTIFICATE OF OCCUPANCY ISSUANCE

15.10.010 Purpose of chapter provisions.

The purpose of the provisions set out in this chapter is to regulate and control the issuance of building permits within the city, and to require final inspections prior to the issuance of occupancy permits for all structures.

(Ord. 18-83 § 1, 1983)

15.10.020 Definitions.

The following words and phrases, when used in this chapter, shall for the purpose of this article have the meanings respectively ascribed as follows:

A. "All-weather roadway" means a standard street section constructed in accordance with city ordinances and standards for construction of streets, excluding the required asphalt surfacing.

B. "City" means the city of Casper, Wyoming.

C. "City engineer" means the city engineer or his designated representative.

D. "Construction phase" means a particular area of construction activity, or planned construction activity, within a platted subdivision.

E. "CPU" means Casper public utilities.

F. "Curb stop" means a valve or other device located on individual water service connections to a publicly owned water main for the purpose of regulating the flow of water from the main to the individual customer.

G. "Final plumbing inspection" means the final inspection of plumbing in a structure, required by city ordinances regulating construction and inspection of plumbing.

H. "Foundation permit" means a permit issued by the engineering director for the construction of a building foundation only.

I. "Off-site improvements" means all public improvements required by city ordinances to be constructed upon publicly dedicated streets and rights-of-way, including but not limited to streets, sanitary sewers, water mains, storm sewers, curbs, gutters and sidewalks.

J. "Owner" means any person firm, corporation, or agent having a legal or equitable interest in the property. The term "owner" may extend to a tenant, lessee, or employee of the actual owner regarding repairs, alterations, additions, or improvements of a commercial structure. The actual owner must provide written authorization with the permit application for an alternate "owner" to perform work on the structure and be approved by the Building Official.

K. "Person" means any individual person, partnership, corporation, association, governmental agency, estate, trust, or two or more individual persons having a joint or common interest in property.

L. "Subdivision" means an area of land within the city divided into lots, tracts or parcels, and for which a subdivision plat has been approved by the city in accordance with city ordinances, and recorded in the office of the Natrona County clerk.

M. "Subdivision agreement" means an agreement between the person or persons who own land comprising a subdivision and the city, the purpose of which is to insure completion of public improvements within the subdivision, and which is required by Section 16.28.040 and other pertinent provisions of this code.

(Ord. 18-00 § 2, 2000; Ord. 6-89 § 2, 1989; Ord. 18-83 § 2, 1983)

15.10.030 Building and foundation permits—Issuance conditions.

No building permit or foundation permit may be issued by the building division prior to completion of all off-site improvements in any city subdivision, except as follows. A foundation or building permit may be issued under the following conditions:

A. A foundation permit, including construction of necessary underground utility connections, including but not limited to water, sewer, natural gas and electricity, may be issued upon commencement of construction of off-site improvements in any subdivision or construction phase of a subdivision.

B. A building permit for the completion of any building may be issued upon completion of all-weather roadways, acceptance of the public water and sewer mains and appurtenant facilities, and payment of all required fees, including connection charges for connection to the water and sewer mains in a subdivision, or construction phase of a subdivision.

(Ord. 18-83 § 3, 1983)

15.10.040 Occupancy permit conditions.

A. No person shall occupy a building for which a building permit is required, prior to obtaining an occupancy permit for the building. An occupancy permit may be issued upon completion of a final inspection of a building, as required by city ordinances, and upon completion of all off-site improvements in a subdivision or construction phase of a subdivision, and upon compliance with all city ordinances, except as provided in subsection B of this section. Upon completion of the final plumbing inspection as required by city ordinance for any structure for which a building permit has been issued, the person making such inspection shall shut off water service to the building at the curb stop, and lock the same. The person to whom the building permit is issued is required to notify and request a final plumbing inspection upon completion of the plumbing and prior to occupancy of the building. At the time of issuance of any occupancy permit, water service shall be turned on to the building for which the occupancy permit is issued, and any lock on the curb stop for such water service shall be removed.

B. Occupancy permits may be issued upon completion of a building for which a building permit is issued prior to November 15th, and prior to completion of off-site improvements from the period between November 15th to March 1st, under the following conditions:

1. All-weather roadways in the subdivision, or in a construction phase of a subdivision, must be completed and approved by the city engineer and CPU. Such all-weather roadways shall, at a minimum, provide access to and be immediately adjacent to the property and building for which an occupancy permit is issued. The all-weather roadway shall be constructed so that an acceptable base material is placed to the lip of the gutters. All curb stops, manholes and other appurtenances shall be protected in a manner approved by the city engineer.

2. The person responsible by city ordinance and applicable subdivision agreement for completion of off-site improvements shall notify the city engineer on or before October 15th of his intention to construct or use all-weather roadways during the period of November 15th to March 1st. Such all-weather roadways shall be completed to the satisfaction of the city engineer prior to November 15th.

3. In addition, such person must submit for approval by the city engineer, a plan for maintenance of the all-weather roadways including, but not limited to, the

equipment to be used in such maintenance, a specific person who will be responsible directly for the supervision and actual maintenance of the all-weather roadways, including addresses and phone numbers, and provisions for protecting improvements located in the all-weather roadways, including but not limited to manholes, valve boxes, curb stops, curb, gutter and sidewalk.

4. The owner/subdivider is obligated to maintain the improvements during the period between November 15th to March 1st. Providing that the owner/subdivider immediately installs traffic controls to prevent hazards associated with a deficiency, the owner/subdivider shall have one week from the time it is notified of a deficiency to correct the deficiency. The city shall have the right, in the event the owner/subdivider does not perform maintenance and construction obligations in accordance with the plans submitted to the city engineer within one week of the time the owner/subdivider is notified of a deficiency, to complete maintenance and construction of off-site improvements, using the financial surety deposited in accordance with Section 16.28.070. The city may perform the necessary construction by itself or by using third parties. The city may collect any amount over and above the amount provided for, in the event the financial surety deposit is insufficient to pay for the city's costs in maintaining or constructing the improvements. In the event the financial surety deposit is insufficient to pay the city's costs; the city may also collect, and the owner/subdivider shall be responsible for, any attorneys fees, costs and expenses incurred by the city in collecting such amounts. In addition, the owner/subdivider shall enter into a hold harmless agreement with the city, upon a form prepared by the city prior to beginning any improvements.

5. As of March 1st, weather conditions permitting, any person responsible for completion of off-site improvements in a subdivision in which occupancy permits have been issued under this section, shall commence and complete construction of all off-site improvements.

(Ord. 18-00 §§ 3, 4, 2000; Ord. 10-91 § 3(mm), 1991; Ord. 18-83 § 4, 1983)

15.10.050 Violation of chapter—Penalty.

A. Any person who violates any of the provisions of this chapter shall be deemed guilty of a misdemeanor, and shall be punished as provided in Chapter 1.28 of the Casper Municipal Code.

B. In addition, any building contractor who has been licensed by the city who violates any of the terms of this chapter may have his building contractor's license suspended or revoked.

(Ord. 18-83 § 5, 1983)

Ch. 15.11 BOARD OF APPEALS, CONTRACTOR LICENSING, AND VIOLATIONS AND DISCIPLINARY ACTIONS[5]

15.11.010 Purpose.

The purpose of this chapter is to regulate and control the issuance of building permits within the city to licensed contractors; to provide for the various classifications of contractors; and to require strict adherence to the various codes and ordinances of the city relative to building construction, alteration, and repair.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.020 Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

1. "Administrative authority" means the City Manager or an authorized representative.
2. "Affidavit" means a properly notarized written statement from former employers, governmental entities, or firm representatives which will corroborate the number of years claimed to have been worked at the trade. This statement must describe the work performed and be written on the firm stationery or on an affidavit furnished by the authority having jurisdiction.
3. "Board" means the board of appeals as set forth by this chapter.
4. "Building contractor" means a person who builds, constructs, alters, repairs, adds to or demolishes a building or structure for a fixed sum, price, fee, percentage or other compensation, and for which a permit is required.
5. "Cellular communications contractor" means any person who contracts or offers to contract for another 'the planning, laying out, supervising and installing, or the making of additions, alterations and repairs in the installation or wiring of apparatus and equipment for cellular communications. Such contractor shall hold a current state electrical contractor's license and be, or employ, a master electrician. Any person who only plans or designs cellular communication installations need not be classed as a cellular communications contractor.
6. "Commercial building" means a structure intended to be used for the exchange of goods and/or services, office facilities, warehousing or other commercial purpose.
7. "Concrete contractor, flatwork" means a person who performs work related to concrete construction involving flatwork such as driveways, floors, sidewalks, slabs, and monolithic slabs.

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[5]Ord. No. 22-23, § 2, adopted Dec. 19, 2023, repealed the former Ch. 15.12., §§ 15.12.010—15.12.220, and enacted a new Ch. 15.12 as set out herein. The former Art. X pertained to board of examiners and appeals, and contractor licensing and derived from Ord. 6-91(part), adopted 1991; Ord. 7-03 §§ 1, 2, adopted 2003; Ord. No. 5-16, § 1, adopted April 5, 2016.

8. “Concrete contractor, general” means a person who performs work related to concrete construction involving flat work, foundations, structural concrete, and retaining walls.
9. "Demolition contractor" means a person who demolishes or removes a building or structure for which a permit is required and receives compensation for such services.
10. "Department" means the city building inspection division.
11. “Drywall contractor” means a person who installs, alters, or repairs drywall and drywall related components in residential and commercial construction.
12. "Electrical contractor" means any person who contracts or offers to contract for another 'the planning, laying out, supervising and installing, or the making of additions, alterations and repairs in the installation or wiring of apparatus and equipment for electric light, heat and power. Such contractor shall hold a current state electrical contractor's license and be, or employ, a master electrician. Any person who only plans or designs electrical installations need not be classed as an electrical contractor.
13. "Electrical technician, low-voltage" means a person engaged in the installation of sound systems, burglar alarms, fire alarm systems and other low voltage systems under ninety volts.
14. "Electrical wiring" means the fixed installation of electrical wires, appliances, fixtures or utilization equipment, used or to be used or to be maintained, on or in any building or property for electric heat, light, power, electric signs, smoke detectors, electric generation plants, electric heaters, fire alarms, burglar alarms, electric bells, electric signal and communication systems, telegraph messenger call systems, lighting fixtures or electrical utilization equipment of any kind or description, and is not intended to include portable appliances, portable fixtures or utilization equipment capable of being readily removed except portable signs, where established practices or the condition of use make it necessary or convenient for it to be detached from its source of current by means of flexible cord and attachment plug.
15. "Electrician, apprentice" means a person being taught and laboring in the electrical trade as an employee under the supervision and in the presence of a master or journeyman electrician.
16. "Electrician, journeyman" means a person having at least four years of experience in the electrical wiring industry with technical knowledge to wire, supervise, install and repair electrical apparatus and equipment for light, heat, power and other purposes, in accordance with the National Electrical Code, the city electrical ordinances and holding a current state journeyman's license.
17. "Electrician, master" means a person having at least eight years practical experience in the electrical wiring industry with technical knowledge to properly plan, lay out and supervise the physical installation and repair of wiring apparatus and equipment for electrical light, heat, power and other purposes in accordance

with the National Electrical Code, the city electrical ordinances, and holding a current state master electrician's license.

18. "Fire extinguisher rook (FER)" means a person whose principal occupation is learning and assisting in the installation, inspection, testing, and maintenance of portable fire extinguishers and works under the direct, on-site supervision of a fire extinguisher technician or fire extinguisher qualified supervisor.

19. "Fire extinguisher technician (FET)" means a person whose principal occupation is to perform installation, inspection, testing, and maintenance of portable fire extinguishers as an employee under a fire extinguisher qualified supervisor.

20. "Fire extinguisher qualified supervisor (FEQS)" means a person who is the qualified supervisor for a business entity that conducts the installation, inspection, testing, and maintenance of portable fire extinguishers.

21. "Fire alarm rook (FAR)" means a person whose principal occupation is learning and assisting in the installation, inspection, testing, and maintenance of fire alarm signaling devices as an employee under the supervision and in the presence and instruction of a fire alarm technician or fire alarm qualified supervisor.

22. "Fire alarm inspection, testing, and maintenance technician (FAT-I)" means a person whose principal occupation is to perform inspection, testing, and maintenance of fire alarm signaling systems and related devices as an employee under a fire alarm ITM qualified supervisor.

23. "Fire alarm inspection, testing, and maintenance qualified supervisor (FAQS-I)" means a person who is the qualified supervisor for a business entity that conducts inspection, testing, maintenance, or assists with fire alarm installation.

24. "Fire alarm installation, inspection, testing, and maintenance technician (FAT-II)" means a person whose primary principal occupation is to perform installation, inspection, testing, and maintenance of fire alarm signaling systems and related devices as an employee under a fire alarm install qualified supervisor.

25. "Fire alarm installation, inspection, testing, and maintenance qualified supervisor (FAQS-II)" means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of fire alarm signaling systems and related devices.

26. "Fire pump inspection, testing, and maintenance technician (FPT-I)" means a person whose principal occupation is to perform inspection, testing, and maintenance of fire pumps and associated devices as an employee under a fire pump inspection, maintenance, and testing qualified supervisor.

27. "Fire pump inspection, maintenance, and testing qualified supervisor (FPQS-I)" means a person who is the qualified supervisor for a business entity that conducts inspection, testing, and maintenance of fire pumps and associated devices.

28. "Fire pump installation, inspection, testing, and maintenance technician (FPT-II)" means a person whose principal occupation is to perform installation, inspection, testing, and maintenance of fire pumps and associated devices as an employee

under a fire pump installation, inspection, maintenance, and testing qualified supervisor.

29. "Fire pump installation, inspection, testing, and maintenance qualified supervisor (FPQS-I)" means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of fire pumps and associated devices.

30. "Fire suppression rook (FSR)" means a person whose principal occupation is learning and assisting in the installation, inspection, testing, and maintenance of water-based fire sprinkler and standpipe systems, water pumps, and/or special hazard fire suppression systems, and works under the direct supervision of a fire suppression technician or fire suppression qualified supervisor.

31. "Fire suppression inspection, testing, and maintenance technician (FST-I)" means a person whose principal occupation is to perform inspection, testing, and maintenance of fire sprinkler and standpipe systems beginning at the point the water supply is used exclusively for the fire suppression system as an employee under a fire suppression ITM qualified supervisor.

32. "Fire suppression inspection, testing, and maintenance qualified supervisor (FSQS-I)" means a person who is the qualified supervisor for a business entity that conducts inspection, testing, and maintenance of fire sprinkler and standpipe systems beginning at the point the water supply is used exclusively for the fire suppression system.

33. "Fire suppression install technician (FST-II)" means a person whose principal occupation is to perform installation, inspection, testing, and maintenance of water-based fire sprinkler and standpipe systems beginning at the point the water supply is used exclusively for the fire suppression system as an employee under a fire suppression install qualified supervisor.

34. "Fire suppression install qualified supervisor (FSQS-II)" means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of fire sprinkler and standpipe systems beginning at the point the water supply is used exclusively for the fire suppression system.

35. "Fire code official" means the fire chief or other designated authority charged with the administration and enforcement of the fire code, or duly authorized representative.

36. "Framing contractor" means a person who performs work related to new construction, alteration, repair, or addition of any structural or nonstructural framing component(s) of residential and commercial buildings.

37. "Full-time employee" means a person who is employed in an active full-time capacity as his principal employment. A qualifying person shall represent no more than one firm or corporation, and must be available during regular business hours.

38. "Gas utility contractor" means a gas utility company which is authorized to conduct, carry on, or engage in the business of installation of gas piping, from the building out, and appliances, except for water heaters and boilers, as defined by

the Uniform Mechanical Code, latest edition, and must have a licensed gas utility installer as a full-time employee.

39. "Gas utility installer" means a person who is employed in the trade of installation of gas piping, from the building out, and appliances, except for water heaters and boilers, as defined by the International Mechanical Code and Fuel Gas Codes, latest edition.

40. "Hood cleaning rook (HCR)" means a person whose principal occupation is learning and assisting in the cleaning of commercial kitchen hood systems and works under the direct, on-site supervision of a hood cleaning technician or hood cleaning qualified supervisor.

41. "Hood cleaning technician (HCT)" means a person whose principal occupation is to perform cleaning of commercial kitchen hood systems as an employee under a hood cleaning qualified supervisor.

42. "Hood cleaning qualified supervisor (HCQS)" means a person who is the qualified supervisor for a business entity that conducts the cleaning of commercial kitchen hood systems.

43. "Insulation contractor" means a person who performs work related to insulation construction to include batt, spray foam, blow-in, or any other form of insulation material and/or method in residential and commercial buildings.

44. "License" means the authority granted by the city to a person authorizing that person to perform certain work as provided in this chapter.

45. "Mechanical apprentice" means a person who labors in the trade of heating, air conditioning, refrigeration ventilation and associated sheet metal as an employee under the supervision and in the presence and instruction of a master or journeyman.

46. "Mechanical contractor" means a person who may conduct, carry on or engage in the business of heating, air conditioning, ventilation, refrigeration and associated sheet metal work, as identified by the Uniform Mechanical Code, latest edition, and must have a licensed master mechanical as a full-time employee.

47. "Mechanical journeyman" means a person who labors in the trade of heating, air conditioning, refrigeration ventilation and associated sheet metal work as an employee of a licensed mechanical contractor.

48. "Mechanical master" means a person skilled in the planning, superintending and practical installation of heating, air conditioning, refrigeration ventilation and associated sheet metal work.

49. "Mobile home contractor" means a person who may conduct, carry on or engage in the business of connecting, blocking, leveling, skirting and all other above ground requirements necessary to place a mobile home in authorized mobile home areas.

50. "Mobile home installer" means a person who labors in the trade of connecting, blocking, leveling, skirting and all other above ground requirements necessary to place a mobile home in authorized mobile home areas.
51. "Permit" means the written authority given by the city to build, construct, alter, repair, move, improve, remove, convert or demolish any building or structure or appurtenances thereto in the city as required by the Casper municipal code.
52. "Person" means an individual, firm, partnership, corporation, company or association.
53. "Plumber, apprentice" means a person who labors in the trade of plumbing as an employee under the supervision and in the presence of a master plumber or journeyman plumber.
54. "Plumber, journeyman" means a person who labors in the trade of plumbing as an employee of a licensed plumbing contractor.
55. "Plumber, master" means a person skilled in the planning, superintending and practical installation of plumbing, and who is familiar with the laws, rules and regulations governing the same.
56. "Plumbing contractor" means a person who may conduct, carry on or engage in the business of plumbing, together with steam or hot water boiler installations, and must have a master plumber in full-time employment.
57. "Qualifications" means experience obtained under the supervision of a licensed contractor, education received from a trade school or program, or any combination thereof which can be verified through affidavits or transcripts.
58. "Qualified person" means a person who qualifies, as provided in this chapter, for a license on behalf of a company, partnership, corporation, or association.
59. "Qualified supervisor" means a person who qualifies, as provided in this chapter, for a license on behalf of an entity.
60. "Reciprocal contractor" means a person who is licensed with the City of Casper to work under current equivalent licensure that the individual holds with another Wyoming jurisdiction in the field of Electrical, Plumbing, Mechanical, or General Contracting.
61. "Residential building" means a structure intended to be used for human habitation.
62. "Roofing contractor" means a person who constructs, alters, repairs, or is engaged in the business of installation and repair of roofs for compensation, and for which a permit is required.
63. "Sewer cleaning contractor" means a person who is authorized to conduct, carry on or engage in the business of cleaning sewer lines, drain lines, sludge pits or sand traps.
64. "Special hazard alarm inspection, testing, and maintenance technician (SHAT-I)" means a person whose primary principal occupation is to perform inspection,

testing, and maintenance of alarm systems for special hazard systems as an employee under a special hazard alarm ITM qualified supervisor.

65. "Special hazard alarm inspection, testing, and maintenance qualified supervisor (SHAQS-I)" means a person who is the qualified supervisor for a business entity that conducts inspection, testing, and maintenance of alarm systems for special hazard systems.

66. "Special hazard alarm install technician (SHAT-II)" means a person whose primary principal occupation is to perform installation, inspection, testing, and maintenance of alarm systems for special hazard systems as an employee under a special hazard alarm install qualified supervisor.

67. "Special hazard alarm install qualified supervisor (SHAQS-II)" means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of alarm systems for special hazard systems.

68. "Special hazard suppression inspection, testing, and maintenance technician (SHST-I)" means a person whose primary principal occupation is to perform inspection, testing, and maintenance of special hazard suppression systems as an employee under a special hazard suppression ITM qualified supervisor.

69. "Special hazard suppression inspection, testing, and maintenance qualified supervisor (SHSQS-I)" means a person who is the qualified supervisor for a business entity that conducts inspection, testing, and maintenance of special hazard suppression systems.

70. "Special hazard suppression install technician (SHST-II)" means a person whose primary principal occupation is to perform installation, inspection, testing, and maintenance of special hazard suppression systems as an employee under a special hazard suppression install qualified supervisor.

71. "Special hazard suppression install qualified supervisor (SHSQS-II)" means a person who is the qualified supervisor for a business entity that conducts installation, inspection, testing, and maintenance of special hazard suppression systems.

72. "Utility contractor" means a person who may engage in the business of installing and repairing of water and sewer lines and the installation and repair of septic systems, and must have a licensed utility installer in full-time employment.

73. "Utility installer" means a person who labors in the trade of installing and repairing of water and sewer lines and septic systems from the building out, and is an employee of a licensed utility contractor.

74. "Water conditioning contractor" means a person who is authorized to conduct, carry on or engage in the business of installation and repair of water piping as a part of a water treatment system.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.030 License—Required—Contents.

A. No person shall perform work as a contractor, or be issued a permit to do work within the city for which a permit is required, who has not met the qualifications for licensing and is found to be competent by a city provided examination or an International Code Council equivalent to perform the duties of the trade for which he has applied, and received a license so to act.

B. A license issued to a partnership, corporation or legally recognized association or company, shall state the name, address and phone number of the qualified person upon whose competency it is issued, and the name and address of the partnership, corporation or legally recognized association or company to whom it is issued.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.040 License—Exceptions.

A. The provisions of this chapter shall not apply to:

1. Steam heating boilers operated at not over fifteen pounds per square inch gauge pressure in private residences or apartments of six or less families or to hot water heating or supply boilers operated at not over fifty pounds per square inch gauge pressure and temperatures not over two hundred fifty degrees Fahrenheit when in private residences or apartments of six or less dwelling units.

2. A person who constructs, alters or repairs their own primary residence for their personal use, and not for resale or rent, without the aid of a building contractor may secure a permit without the necessity of being licensed.

3. An owner who alters or repairs their own commercial building, may secure a permit without the necessity of being licensed; provided however, that the owner meets the requirements set forth in Section 15.01.040 of the Casper Municipal Code.

3. An owner of a residence and its accessory buildings, who makes ordinary repairs which can be considered as routine maintenance of their primary residence and accessory buildings, and which do not involve the structural soundness of the building, shall not be considered to be a building contractor. An application shall be submitted to the department for approval for work requiring a permit.

4. Any person who constructs, repairs or alters a building or structure for which a permit is required, shall be required to become a licensed building contractor as provided herein, except for owner-occupied single-unit residences. An owner-occupied unit shall not be listed for resale for a period of one year after final inspection or work has been completed.

5. Buildings constructed by a school or community college district as part of an industrial arts curriculum under the direct supervision of a qualified industrial arts instructor; provided, however, that the school or community college district shall have the installations inspected as required by law.

6. Licensed electrical contractors employing master or journeyman electricians, or apprentice electricians supervised by a master or journeyman electrician shall install all electrical equipment. This requirement is waived for:

    a. Installation by person or persons on their own primary residence if the property is not for immediate resale;

    b. Oilfield operations, railroads, petroleum, refineries, mines and their appurtenant facilities,

    c. Liquefied petroleum, gas, electric or communication facilities exercising their function as public utilities;

    d. Cable TV, AM or FM radio stations, television stations and related services.

B. The above exceptions shall not apply to any person who contracts or subcontracts to or for any primary residence owner.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.050 License—Classifications.

A. Licenses cover only the work and/or services which is/are stated within each license classification. No work outside of the licensed classification shall be performed by any individual who does not possess the proper license covering such work as outlined in this section. Licenses shall be issued to the applicant upon presentation of valid qualifications and after payment of the licensing fee. The licensee shall be the qualifying party of record for only one contractor/company at a time.

B. There shall be the following class of licenses, and the holder of each license shall be authorized to do the following:

1. Building Contractor, Class I. To contract for the construction, alteration or repair of any type or size of structure permitted by the city building codes. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

2. Building Contractor, Class IIA. To contract for the construction, alteration or repair of all residential and commercial structures up to twelve thousand square feet of total area within the building footprint. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

3. Building Contractor Class IIB. To contract for construction, alteration or repair of residential structures up to and including apartment buildings up to four dwelling units. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

4. Building Contractor, Class III. To contract for the repairing, remodeling or altering of a single-family unit or structure in an amount not to exceed twenty-five percent of the total square footage of the structure when such repair, remodel, or alteration requires a permit as provided by city ordinances. Such license shall be

issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

5. Building Contractor Class IV. To contract for maintenance and repair of residential and commercial buildings consisting of the following:

    a. Building:

        i. Drywall patch and repair not including the opening up of entire wall sections;

        ii. Roofing shingle repair not to exceed ten percent of the existing roof area;

        iii. Window/door removal and replacement that does not require structural alteration to the existing structure;

        iv. Deck repair, excluding structural components;

        v. Interior finish work excluded from permit requirements identified in the International Residential Code;

        vi. Retaining walls six feet in height or less;

        vii. Fences eight feet in height or less;

        viii. Accessory buildings under two hundred square feet in floor area.

    b. Plumbing:

        i. Repair of p-traps and drain piping contained within the cabinet area of the fixture;

        ii. Removal and replacement of toilets and flanges;

        iii. Exterior sprinkler systems from the vacuum breaker to throughout the sprinkler system;

        iv. Dishwasher installation, removal, and replacement.

    c. Mechanical:

        i. Removal of grills, registers, and diffusers that do not require alteration of existing ductwork.

    d. Electrical:

        i. Changing of lighting elements within existing fixtures;

        ii. Installation of decorative lighting.

Such license shall be issued to the applicant upon the successful completion of a department provided written examination and the payment of the license fee.

6. Cellular communications contractor. The right and privilege to conduct, carry on or engage in the business of cellular communications within the city. A license shall be issued to the applicant upon the payment of the license fee, and proof of

employment of a full-time State of Wyoming and City of Casper licensed master electrician.

7. Concrete contractor, flatwork. The right and privilege to conduct, carry on or engage in the business of

concrete construction involving flatwork such as driveways, floors, sidewalks, slabs, and monolithic slabs. A flatwork concrete contractor license shall be issued upon the successful review of the department, presentation of approved American Concrete Institution Concrete Flatwork Associate certification(s) or higher, and upon payment of the license fee.

8. Concrete contractor, general. The right and privilege to conduct, carry on or engage in the business of concrete construction to include flatwork, foundations, structural concrete, and retaining walls. A general concrete contractor license shall be issued upon the successful review of the department, presentation of approved American Concrete Institution Fundamentals of Concrete Construction certification(s), and upon payment of the licensing fee.
9. Drywall contractor. The right and privilege to conduct, carry on or engage in the business of drywall construction to include the installation, alteration, or repair of all drywall and drywall related components in residential and commercial construction. A drywall contractor license shall be issued upon the successful review of the department and the payment of the license fee.
10. Demolition contractor. To contract for the demolition or removal of any structure or building. A demolition contractor license shall be issued upon the successful review of the department and the payment of the license fee.
11. Electrician's license, master. The right and privilege to do any electrical wiring that may be required of a master electrician within the city limits and shall be a valid qualification for obtaining a contractor's license upon proper application and payment of fees. A master electrician's license shall be issued to the applicant upon presentation of a valid master electrician's license issued by the State Electrical Licensing Board and upon payment of the licensing fee. A master electrician shall be the master of record for only one contractor at a time.
12. Electrician's license, journeyman. The right and privilege to do any electrical wiring that may be required of a journeyman electrician within the city limits. A journeyman's electrical license shall be issued to the applicant upon presentation of a valid journeyman electrician's license issued by the State Electrical Licensing Board and upon payment of the licensing fee.
13. Electrician's license, apprentice. A licensed electrical contractor may employ registered apprentice electricians to assist master or journeyman electricians. Such apprentices shall be registered with the state and the city upon the payment of the licensing fee and shall work under the immediate supervision of a master or journeyman electrician. No contractor shall have more than two apprentices for each master or journeyman electrician.
14. Electrical contractor's license. The right and privilege to contract for the installation of any electrical wiring within the city limits. An electrical contractor's

license shall be granted upon presentation of a valid electrical contractor's license issued by the State Electrical Licensing Board and upon payment of the licensing fee.

15. Fire extinguisher rook license (FER). The right and privilege to work as a fire extinguisher rook within the city, provided that such work is under the direct, on-site supervision of a fire extinguisher technician or fire extinguisher qualified supervisor. A FER license shall be issued to the fire extinguisher qualified supervisor in the name of the applicant upon payment of the license fee. Such license shall be valid only for the term of their employment with that fire extinguisher qualified supervisor. No fire extinguisher technician or fire extinguisher qualified supervisor shall have more than five (5) fire extinguisher rooks for each city licensed fire extinguisher technician or fire extinguisher qualified supervisor. All FERs shall have one hundred (100) percent on-site supervision for their first six (6) months of licensure and no less than fifty (50) percent on-site supervision following their initial six (6) month period for the remainder of their FER licensure.

16. Fire extinguisher technician (FET). The right and privilege to work as a fire extinguisher technician within the city as an employee of a fire extinguisher qualified supervisor. A FET license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

17. Fire extinguisher qualified supervisor (FEQS). The right and privilege to work as a fire extinguisher qualified supervisor within the city. A FEQS license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

18. Fire alarm rook (FAR). The right and privilege to work as a fire alarm rook within the city, provided that such work is under the direct, on-site supervision of a fire alarm technician or fire alarm qualified supervisor. A FAR license shall be issued to the fire alarm qualified supervisor in the name of the applicant upon successful review of the licensure application and certification documentation by the fire code official and payment of the license fee. Such license shall be valid only for the term of their employment with that fire alarm qualified supervisor. No fire alarm technician or fire alarm qualified supervisor shall have more than five (5) fire alarm rooks for each city licensed fire alarm technician or fire alarm qualified supervisor. All FARs shall have one hundred (100) percent on-site supervision for their first six (6) months of licensure and no less than fifty (50) percent on-site supervision following their initial six (6) month period for the remainder of their FAR licensure.

19. Fire alarm inspection, testing, and maintenance technician (FAT-I). The right and privilege to work as a fire alarm inspection, testing, and maintenance technician within the city as an employee of a fire alarm inspection, testing, and maintenance qualified supervisor. A FAT-I license shall be issued to the applicant upon the

successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

20. Fire alarm inspection, testing, and maintenance qualified supervisor (FAQS-I). The right and privilege to work as a fire alarm inspection, testing, and maintenance qualified supervisor within the city. A FAQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

21. Fire alarm installation, inspection, testing, and maintenance technician (FAT-II). The right and privilege to work as a fire alarm installation, inspection, testing, and maintenance technician within the city as an employee of a fire alarm installation, inspection, testing, and maintenance qualified supervisor. A FAT-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

22. Fire alarm installation, inspection, testing, and maintenance qualified supervisor (FAQS-II). The right and privilege to work as a fire alarm installation, inspection, testing, and maintenance qualified supervisor within the city. A FAQS-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

23. Fire pump inspection, testing, and maintenance technician (FPT-I). The right and privilege to work as a fire pump inspection, testing, and maintenance technician within the city as an employee of a fire pump inspection, testing, and maintenance qualified supervisor. A FPT-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

24. Fire pump inspection, testing, and maintenance qualified supervisor (FPQS-I). The right and privilege to work as a fire pump inspection, testing, and maintenance qualified supervisor within the city. A FPQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

25. Fire pump installation, inspection, testing, and maintenance technician (FPT-II). The right and privilege to work as a fire pump installation, inspection, testing, and maintenance technician within the city as an employee of a fire pump installation, inspection, testing, and maintenance qualified supervisor. A FPT-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

26. Fire pump installation, inspection, testing, and maintenance qualified supervisor (FPQS-II). The right and privilege to work as a fire pump installation, inspection, testing, and maintenance qualified supervisor within the city. A FPQS-II license

shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

27. Fire suppression rook (FSR). The right and privilege to work as a fire suppression rook within the city, provided that such work is under the direct, on-site supervision of a fire suppression technician or fire suppression qualified supervisor. A FSR license shall be issued to the fire suppression qualified supervisor in the name of the applicant upon successful review of the licensure application and certification documentation by the fire code official and payment of the license fee. Such license shall be valid only for the term of their employment with that fire suppression qualified supervisor. No fire suppression technician or fire suppression qualified supervisor shall have more than five (5) fire suppression rooks for each city licensed fire suppression technician or fire suppression qualified supervisor. All FSRs shall have one hundred (100) percent on-site supervision for their first six (6) months of licensure and no less than fifty (50) percent on-site supervision following their initial six (6) month period for the remainder of their FSR licensure.

28. Fire suppression inspection, testing, and maintenance technician (FST-I). The right and privilege to work as a fire suppression inspection, testing, and maintenance technician within the city as an employee of a fire suppression inspection, testing, and maintenance qualified supervisor. A FST-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

29. Fire suppression inspection, testing, and maintenance qualified supervisor (FSQS-I). The right and privilege to work as a fire suppression inspection, testing, and maintenance qualified supervisor within the city. A FSQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

30. Fire suppression installation, inspection, testing, and maintenance technician (FST-II). The right and privilege to work as a fire suppression install technician within the city as an employee of a fire suppression install qualified supervisor. A FST-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

31. Fire suppression installation, inspection, testing, and maintenance qualified supervisor (FSQS-II). The right and privilege to work as a fire suppression install qualified supervisor within the city. A FSQS-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

32. Framing contractor. The right and privilege to conduct, carry on or engage in the business of the construction, alteration, repair, or addition of any structural or nonstructural framing component(s) of residential and commercial buildings. A

framing contractor license shall be issued upon the successful review of the department, the successful completion of a written International Code Council National Standard Framing Contractor examination or higher, and upon payment of the licensing fee.

33. Low-voltage electrical technician license. The right and privilege to contract for installation of limited electrical wiring within the city limits. Limited electrical wiring is that wiring for which a limited contractor's license shall be obtained as defined in Section 15.28.020 of this title. A limited contractor's license shall be granted upon presentation of a valid low-voltage electrical technician license issued by the State Electrical Licensing Board and upon the payment of the licensing fee.

34. Gas utility contractor. The right and privilege to conduct, carry on, or engage in the business of installation and service of gas piping, from the building out, and appliances, except for water heaters and boilers, as defined by the International Mechanical Code and International Fuel Gas Code, latest editions. A license shall be issued to the applicant upon the payment of the license fee and proof of employment for a gas utility company and possession of a current gas utility installer license.

35. Gas utility installer. The right and privilege to install gas piping, from the building out, and do installation of gas appliances, except for water heaters and boilers, as defined by the International Mechanical Code and International Fuel Gas Code, latest editions, as an employee of a plumbing or gas utility contractor. The utility installer license shall be issued to the applicant upon the payment of the license fee.

36. Hood cleaning rook (HCR). The right and privilege to work as a hood cleaning rook within the city, provided that such work is under the direct, on-site supervision of a hood cleaning technician or hood cleaning qualified supervisor. A HCR license shall be issued to the hood cleaning qualified supervisor in the name of the applicant upon registration with the city and payment of the license fee. Such license shall be valid only for the term of their employment with that hood cleaning qualified supervisor. No hood cleaning technician or hood cleaning qualified supervisor shall have more than five (5) hood cleaning rooks for each city licensed hood cleaning technician or hood cleaning qualified supervisor. All HCRs shall have one hundred (100) percent on-site supervision for their first six (6) months of licensure and no less than fifty (50) percent on-site supervision following their initial six (6) month period for the remainder of their HCR licensure.

37. Hood cleaning technician (HCT). The right and privilege to work as a hood cleaning technician within the city as an employee of a hood cleaning qualified supervisor. A HCT license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, registration with the city, and the payment of the license fee.

38. Hood cleaning qualified supervisor (HCQS). The right and privilege to work as a hood cleaning qualified supervisor within the city. A HCQS license shall be

issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, registration with the city, and the payment of the license fee.

39. Insulation contractor. The right and privilege to conduct, carry on or engage in the business of insulation construction to include batt, spray foam, blow-in, or any other form of insulation material and/or method in residential and commercial buildings. An insulation contractor license shall be issued upon the successful review of the department, presentation of approved Building Performance Institute (Air Leakage Control Installer (ALC)) or High Performance Insulation Professionals (High Performance Installation Professional) certification(s), and upon payment of the licensing fee.
40. Mechanical contractor's license. The right and privilege to conduct, carry on or engage in the business of heating, ventilation, air conditioning, refrigeration and associated sheet metal work as outlined in the International Mechanical Code, latest edition, within the city. A license shall be issued to the applicant upon the payment of the license fee, and proof of employment of a full-time licensed mechanical master.
41. Mechanical master license. The right and privilege to do any heating, venting, air conditioning and refrigeration work that may be required within the city and shall be a valid qualification for obtaining a mechanical contractor's license. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.
42. Mechanical journeyman's license. The right and privilege to do any heating, venting, refrigeration and air conditioning work that may be required of a mechanical journeyman within the city, as an employee of a mechanical contractor. Such license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.
43. Mechanical apprentice license. The right and privilege to work as an apprentice for a mechanical contractor within the city; provided such work time is in the presence and under the instruction of a licensed master or journeyman. An apprentice license shall be issued to the mechanical contractor in the name of the applicant upon payment of the license fee. Such license shall be valid only for the term of their employment with that contractor. No mechanical contractor shall have more than two apprentices for each city licensed journeyman or master mechanical.
44. Mobile home contractor. The right and privilege to contract for the installation of mobile homes and the related exterior work of plumbing connections, blocking, leveling, skirting and all other above ground requirements. The license will be issued upon proof of full-time employment of a mobile home installer and payment of license fees.
45. Mobile home installer. The right and privilege to do plumbing, blocking, leveling and skirting work related to the outside of a mobile home. A mobile home

installer's license will be issued upon the successful completion of a written exam and the payment of license fees.

46. Plumbing contractor's license. The right and privilege to contract for the installation of any plumbing work, including the installation of steam or water boilers, within the city. A plumbing contractor's license shall be granted upon the payment of a license fee.

47. Master plumber's license. The right and privilege to do any plumbing work that may be required of a master plumber within the city and shall be a valid qualification for obtaining a plumbing contractor's license. A master plumber's license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

48. Journeyman plumber's license. The right and privilege to do any plumbing work that may be required of a journeyman plumber, as the employee of a plumbing contractor within the city. A journeyman plumber's license shall be issued to the applicant upon the successful review by the department, the successful completion of an approved written examination, and the payment of the license fee.

49. Apprentice plumber's license. The right and privilege to work as an apprentice plumber for a plumbing contractor within the city. An apprentice plumber's license shall be issued, in the name of the applicant, to the plumbing contractor with whom they are employed. An apprentice license shall be issued to the plumbing contractor in the name of the applicant upon payment of the license fee. Such license shall be valid only for the term of their employment with that contractor. No plumbing contractor shall have more than two apprentices for each city licensed journeyman or master plumber.

50. Reciprocal contractor license. The right and privilege to conduct, carry on or engage in the business of Electrical, Plumbing, Mechanical, or General Contracting under the License Classification that the applicant currently holds within another Wyoming Jurisdiction which is equivalent to City of Casper licensure outlined in this Section. Such license shall be issued to the applicant upon successful review by the department, and the payment of an administrative fee.

51. Roofing contractor's license. The right and privilege to repair, alter, and install roofs, roofing material and related decking material. A roofing contractor's license shall be issued upon the successful completion of an approved written examination and the payment of the license fee.

52. Sanitary sewer cleaning contractor's license. The right and privilege to clean: sanitary sewers or drain lines; sludge pits and sand traps within the city. A sanitary sewer cleaning contractor's license shall be issued to the applicant upon the payment of a fee.

53. Special hazard alarm inspection, testing, and maintenance technician (SHAT-I). The right and privilege to work as a special hazard alarm inspection, testing, and maintenance technician within the city as an employee of a special hazard alarm

inspection, testing, and maintenance qualified supervisor. A SHAT-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

54. Special hazard alarm inspection, testing, and maintenance qualified supervisor (SHAQS-I). The right and privilege to work as a special hazard alarm inspection, testing, and maintenance qualified supervisor within the city. A SHAQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

55. Special hazard alarm installation, inspection, testing, and maintenance technician (SHAT-II). The right and privilege to work as a special hazard alarm install technician within the city as an employee of a special hazard alarm install qualified supervisor. A SHAT-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

56. Special hazard alarm installation, inspection, testing, and maintenance qualified supervisor (SHAQS-II). The right and privilege to work as a special hazard alarm install qualified supervisor within the city. A SHAQS-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

57. Special hazard suppression inspection, testing, and maintenance technician (SHST-I). The right and privilege to work as a special hazard suppression inspection, testing, and maintenance technician within the city as an employee of a special hazard suppression inspection, testing, and maintenance qualified supervisor. A SHST-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

58. Special hazard suppression inspection, testing, and maintenance qualified supervisor (SHSQS-I). The right and privilege to work as a special hazard suppression inspection, testing, and maintenance qualified supervisor within the city. A SHSQS-I license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

59. Special hazard suppression installation, inspection, testing, and maintenance technician (SHST-II). The right and privilege to work as a special hazard suppression install technician within the city as an employee of a special hazard suppression install qualified supervisor. A SHST-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

60. Special hazard suppression installation, inspection, testing, and maintenance qualified supervisor (SHSQS-II). The right and privilege to work as a special

hazard suppression install qualified supervisor within the city. A SHSQS-II license shall be issued to the applicant upon the successful review of the licensure application and certification documentation by the fire code official, and the payment of the license fee.

61. Utility contractor's license. The right and privilege to repair and install sewer and water lines from the building out. Such license shall be issued to the applicant upon the successful completion of a department provided written examination and the payment of the license fee, and proof of employment of a full-time licensed utility installer.

62. Utility installer's license. The right and privilege to repair and install sewer and water lines from the building out. Such license shall be issued to the applicant upon the successful completion of a department provided written examination and the payment of the license fee.

63. Water conditioning contractor's license. The right and privilege to install water conditioning and softening systems within the city. Such license shall be issued to the applicant upon the payment of the license fee.

C. Each contractor must have and maintain during the effective period of their license:

1. Telephone service where they may be contacted during normal business hours; and,

2. All motor vehicles owned or leased by a contractor must carry identifying signs showing the contractor's name; and,

3. Insurance as required by Section 15.11.150.

D. A licensed contractor shall be responsible for all work included under their permit whether or not such work is done by the contractor or their subcontractor(s).

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.060 License—Application.

A. All persons required to be licensed by this chapter shall apply for said license upon a form approved by the department or Fire Code Official.

B. The application shall measure the applicant's knowledge of the applicable codes, laws and ordinances adopted by the city for the license category for which the license is being applied for. The department shall set the application standards and establish procedures which shall be uniform for each license category.

C. The determination of eligibility for license or other matters pertaining thereto shall be by the department. Each applicant shall be required to prove their experience and may be required to successfully complete and pass an examination which is administered by the Wyoming Association of Municipalities (WAM), International Code Council (ICC), National Association of State Contractors Licensing Agency (NASCLA), American Concrete Institute (ACI), Building Performance Institute (BPI), High Performance Insulation Professionals (HPIP), National Institute for Certification in Engineering Technologies (NICET), or other department or Fire Code Official

approved credentials/testing. No license shall be issued until proof of successful completion of a current published exam or credentialing program as administered by the ICC, NICET, NASCLA, ACI, BPI, HPIP, or other approved testing/credentialing agency has been submitted and approved. The submitted examination results shall correlate with the license category being applied for.

D. Every person subject to the licensing requirements of this chapter shall make an application for such license prior to submitting for the required permit(s) to construct. The license application must be approved and issued before the permit to construct is approved. No work requiring a permit shall be performed prior to license issuance.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.070 License—Experience and examination criteria.

A. The department will license without examination, an applicant for a category of license which is not required by Section 15.11.050, or by an applicant who holds a valid license issued by another Wyoming entity which has or had at the time the applicant was licensed, requirements for licensure similar to those of this chapter or which meets the requirements of Wyoming State Statute Section 16-6-1101. All tests given by the WAM, NICET, ACI, ICC, BPI, HPIP, or other department approved testing for the applicant's license classification, and proof of a passing score of a minimum of seventy-five percent will be accepted by the department. Any previous licensure provided will be subject to the department's background checks with such entity to verify the validity of documentation, competency, and the contractor's work/permit history.

B. The following is the experience and examination criteria. All examinations require seventy-five percent or more for a passing score. Affidavits as described in Section 15.11.020 (2) are required if prior experience is claimed.

1. No examinations are required for any apprentice classification;

2. Building contractor. Applicants for all building contractor licenses shall submit affidavits showing qualifications to perform work related to the license category being applied for shall be approved by the department. The required minimum experience in the category of a general contractor's license being applied for is: Class I requires eight (8) years of experience, Class IIA requires six (6) years of experience, Class IIB requires six (6) years of experience, Class III requires four (4) years of experience, and Class IV requires two (2) years of experience. Qualifications shall be under the supervision of a currently licensed contractor or otherwise approved by the department and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an approved International Code Council National Standard General Contractor or equivalent examination for the level of license being applied for shall be submitted to the department.

3. Concrete contractor, flatwork. The required minimum experience in the category of flatwork concrete contractor is one (1) year of experience. Qualifications shall be under the supervision of a currently licensed general, flatwork concrete, or general concrete contractor, or otherwise approved by the department, and shall

contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an approved American Concrete Institution Concrete Flatwork Associate certification(s) or higher shall be submitted to the department.

4. Concrete contractor, general. The required minimum experience in the category of general concrete contractor is three (3) years of experience. Qualifications shall be under the supervision of a currently licensed general, or general concrete contractor, or otherwise approved by the department, and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an approved American Concrete Institution Fundamentals of Concrete Construction certification(s), or higher shall be submitted to the department.

5. Fire extinguisher technician (FET). The required minimum experience in the category of fire extinguisher technician is one (1) year of experience and two (2) thousand hours of experience in fire extinguisher installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire extinguisher qualified supervisor or otherwise approved by the fire code official, and be in possession of one or more of the following:

    a. National Association of Fire Equipment Distributors (NAFED) – Portable Fire Extinguishers Certification,
    b. International Code Council (ICC) – Certified Portable Fire Extinguisher Technician Certification,
    c. CSA-FEX Fire Extinguisher,
    d. GETZ – Training for NFPA 10 Portable Fire Extinguishers, or
    e. Other NFPA 10 compliant certifications may be submitted for review by Fire Code Official.

6. Fire extinguisher qualified supervisor (FEQS). The required minimum experience in the category of fire extinguisher qualified supervisor is two (2) years of experience and four (4) thousand hours of experience in fire extinguisher installation, inspection, testing, and maintenance, and with a minimum of one (1) year of experience as a licensed FET under the supervision of a currently licensed fire extinguisher qualified supervisor or otherwise approved by the fire code official, and be in possession of one or more of the following:

    a. National Association of Fire Equipment Distributors (NAFED) – Portable Fire Extinguishers Certification,
    b. International Code Council (ICC) – Certified Portable Fire Extinguisher Technician Certification,
    c. CSA-FEX Fire Extinguisher,
    d. GETZ – Training for NFPA 10 Portable Fire Extinguishers, or
    e. Other NFPA 10 compliant certifications may be submitted for review by the Fire Code Official.

7. Fire alarm rook (FAR). Applicants for fire alarm rook must be a minimum of eighteen (18) years of age and must possess and submit with the license

application, at a minimum, a State of Wyoming Electrical Low Voltage Alarm or Low Voltage General Apprentice license if performing or assisting with fire alarm installations.

8. Fire alarm inspection, testing, and maintenance technician (FAT-I). The required minimum experience in the category of fire alarm inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in fire alarm inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire alarm inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, and must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Fire Alarm Systems,
    c. NICET II – Inspection Testing of Fire Alarm Systems,
    d. CSA-FA2 Fire Alarm On-Site Component Person,
    e. DENFA/FA2 exam, or
    f. Manufacturer's certification.

9. Fire alarm inspection, testing, and maintenance qualified supervisor (FAQS-I). The required minimum experience in the category of fire alarm inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire alarm inspection, testing, and maintenance, with a minimum of one (1) year of experience as a licensed FAT-I under the supervision of a currently licensed fire alarm inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire alarm inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Fire Alarm Systems,
    c. NICET II – Inspection Testing of Fire Alarm Systems,
    d. CSA-FA2 Fire Alarm On-Site Component Person,
    e. DENFA/FA2 exam, or
    f. Manufacturer's certification.

10. Fire alarm installation, inspection, testing, and maintenance technician (FAT-II). The required minimum experience in the category of fire alarm inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in fire alarm installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire alarm installation, inspection, testing, and maintenance qualified supervisor or

otherwise approved by the fire code official, and must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET II – Fire Alarm Systems,
c. NICET II – Inspection Testing of Fire Alarm Systems,
d. CSA-FA2 Fire Alarm On-Site Component Person,
e. DENFA/FA2 exam, or
f. Manufacturer's certification.

11. Fire alarm installation, inspection, testing, and maintenance qualified supervisor (FAQS-II). The required minimum experience in the category of fire alarm installation, inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire alarm installation, inspection, testing, and maintenance, with a minimum of one (1) year of experience as a licensed FAT-II under the supervision of a currently licensed fire alarm installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire alarm installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Fire Alarm Systems,
    c. NICET II – Inspection Testing of Fire Alarm Systems,
    d. CSA-FA2 Fire Alarm On-Site Component Person,
    e. DENFA/FA2 exam, or
    f. Manufacturer's certification.

12. Fire pump inspection, testing, and maintenance technician (FPT-I). The required minimum experience in the category of fire pump inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in fire pump inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire pump inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official. Applicants must also possess one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET III – Inspection and Testing of Water Based Systems,
    c. AFSA/NFSA 2nd Year Test Certificate – must include documented CEU's for renewals,
    d. CSA-FPU2 – Fire Pump Installation and Service, or
    e. Manufacturer's certification.

All FS,FP, and SHS Rook, Technician and Qualified Supervisor license applicants and license holders that are involved in the installation, inspection, testing, and/or maintenance of CPVC suppression systems, or the supervision of the same, must have a current installer's training card for the brand of CPVC sprinkler pipe they are working with on site with them while performing such work.

13. Fire pump inspection, testing, and maintenance qualified supervisor (FPQS-I). The required minimum experience in the category of fire pump inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire pump inspection, testing, and maintenance with a minimum of one (1) year of experience as a fire pump inspection, testing, and maintenance technician working under a fire pump inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire pump inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official. Applicants must also possess one or more of the following:
    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET III – Inspection and Testing of Water Based Systems,
    c. AFSA/NFSA 2nd Year Test Certificate – must include documented CEU's for renewals,
    d. CSA-FPU2 – Fire Pump Installation and Service, or
    e. Manufacturer's certification.

All FS,FP, and SHS Rook, Technician and Qualified Supervisor license applicants and license holders that are involved in the installation, inspection, testing, and/or maintenance of CPVC suppression systems, or the supervision of the same, must have a current installer's training card for the brand of CPVC sprinkler pipe they are working with on site with them while performing such work.

14. Fire pump installation, inspection, testing, and maintenance technician (FPT-II). The required minimum experience in the category of fire pump installation, inspection, testing, and maintenance technician is four (4) years of experience and eight (8) thousand hours of experience in fire pump inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire pump installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official. Applicants must also possess one or more of the following:
    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET III – Water Based Systems Layout,
    c. AFSA/NFSA 4th Year Test Certificate – must include documented CEU's for renewals,
    d. CSA-FPU2 – Fire Pump Installation and Service, or
    e. Manufacturer's certification.

All FS,FP, and SHS Rook, Technician and Qualified Supervisor license applicants and license holders that are involved in the installation, inspection, testing, and/or maintenance of CPVC suppression systems, or the supervision of the same, must have

a current installer's training card for the brand of CPVC sprinkler pipe they are working with on site with them while performing such work.

15. Fire pump installation, inspection, testing, and maintenance qualified supervisor (FPQS-II). The required minimum experience in the category of fire pump installation, inspection, testing, and maintenance qualified supervisor is five (5) years of experience and ten (10) thousand hours of experience in fire pump installation, inspection, testing, and maintenance with a minimum of one (1) year of experience as a fire pump installation, inspection, testing, and maintenance technician working under a fire pump installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire pump installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official. Applicants must also possess one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET III – Water Based Systems Layout,
    c. AFSA/NFSA 4th Year Test Certificate – must include documented CEU's for renewals,
    d. CSA-FPU2 – Fire Pump Installation and Service, or
    e. Manufacturer's certification.

All FS,FP, and SHS Rook, Technician and Qualified Supervisor license applicants and license holders that are involved in the installation, inspection, testing, and/or maintenance of CPVC suppression systems, or the supervision of the same, must have a current installer's training card for the brand of CPVC sprinkler pipe they are working with on site with them while performing such work.

16. Fire suppression rook (FSR). Applicants for fire suppression rook must be a minimum of eighteen (18) years of age and must possess and submit with the license application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with.

17. Fire suppression inspection, testing, and maintenance technician (FST-I). The required minimum experience in the category of fire suppression inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in water-based fire suppression inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire suppression inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Inspection and Testing of Water Based Systems,
    c. AFSA/NFSA 2nd Year ITM Certification, or
    d. CSA ASCR2 – Sprinkler Commercial/Residential On-Site Competent Person.

18. Fire suppression inspection, testing, and maintenance qualified supervisor (FSQS-I). The required minimum experience in the category of fire suppression inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire sprinkler and standpipe systems with a minimum of one (1) year of experience as a fire suppression inspection, testing, and maintenance technician working under a fire suppression inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire suppression inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Inspection and Testing of Water Based Systems,
    c. AFSA/NFSA 2nd Year ITM Certification, or
    d. CSA ASCR2 – Sprinkler Commercial/Residential On-Site Competent Person.

19. Fire suppression installation, inspection, testing, and maintenance technician (FST-II). The required minimum experience in the category of fire suppression installation, inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in water-based fire suppression installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed fire suppression installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Water Based System Layout,
    c. AFSA/NFSA 2nd Year ITM Certification, or
    d. CSA ASCR2 – Sprinkler Commercial/Residential On-Site Competent Person.

20. Fire suppression installation, inspection, testing, and maintenance qualified supervisor (FSQS-II). The required minimum experience in the category of fire suppression installation, inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in fire sprinkler and standpipe systems with a minimum of one (1) year of experience as a fire suppression installation, inspection, testing, and maintenance technician working under a fire suppression installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed fire suppression installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of

CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET II – Inspection and Testing of Water Based Systems,
c. AFSA/NFSA 2nd Year ITM Certification, or
d. CSA ASCR2 – Sprinkler Commercial/Residential On-Site Competent Person.

21. Framing contractor. The required minimum experience in the category of framing contractor is one (1) year of experience. Qualifications shall be under the supervision of a currently licensed general contractor, framing contractor, or otherwise approved by the department, and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an International Code Council National Standard Framing Contractor or equivalent examination shall be submitted to the department.

22. Hood cleaning rook (HCR). Applicants for hood cleaning rook must be a minimum of eighteen (18) years of age and must register with the Casper Fire Community Risk Reduction Division.

23. Hood cleaning technician (HCT). The required minimum experience in the category hood cleaning technician is one (1) year of experience and two (2) thousand hours of experience in the cleaning of commercial kitchen hood systems. Qualifications shall be under the supervision of a currently licensed hood cleaning qualified supervisor or otherwise approved by the fire code official, must register with the Casper Fire Community Risk Reduction Division.

24. Hood cleaning qualified supervisor (HCQS). The required minimum experience in the category hood cleaning qualified supervisor is two (2) years of experience and four (4) thousand hours of experience in the cleaning of commercial kitchen hood systems with a minimum of one (1) year of experience as a hood cleaning technician working under a hood cleaning qualified supervisor. Qualifications shall be under the supervision of a currently licensed hood cleaning qualified supervisor or otherwise approved by the fire code official and must register with the Casper Fire Community Risk Reduction Division. Applicants for hood cleaning qualified supervisor must also be in possession of one or more of the following:

    a. Pressure Washes of North America (PWNA),
    b. International Kitchen Exhaust Cleaning Association – Certified Exhaust Cleaning Technician (CECT),
    c. MFS Trade School – Kitchen Exhaust Hood Cleaning Course, or
    d. Other NFPA 96 compliant certifications approved by the Fire Code Official.

25. Insulation contractor. The required minimum experience in the category of insulation contractor is one (1) year of experience. Qualifications shall be under the supervision of a currently licensed general contractor, insulation contractor, or otherwise approved by the department, and shall contain evidence of competency

in all areas of construction that fall under the applied for license category. Successful completion of an approved Building Performance Institute (Air Leakage Control Installer (ALC)) or High Performance Insulation Professionals (High Performance Installation Professional) certification(s) shall be submitted to the department.

26. Roofing contractor. The required minimum experience in the category of roofing contractor is one (1) year of experience. Qualifications shall be under the supervision of a currently licensed general contractor, roofing contractor, or otherwise approved by the department, and shall contain evidence of competency in all areas of construction that fall under the applied for license category. Successful completion of an International Code Council General Roofing Contractor or equivalent examination shall be submitted to the department.

27. Journeyman plumber. Applicants for a journeyman plumber license must have a certificate of completion of a four (4) year plumbing apprenticeship training program recognized by the federal government. One (1) year of experience as an apprentice plumber, journeyman plumber or master plumber under a recognized authority of a state or municipality may be substituted for each year of required apprenticeship or experience in this category and shall be documented by affidavits from former employers which must be acceptable to the department. Successful completion of an approved International Code Council National Standard Journeyman Plumber with Gas or equivalent examination shall be submitted to the department.

28. Master plumber. Applicants for a master plumber's license must have a certificate of completion of apprenticeship training, or the equivalent of four (4) years of experience in a licensed plumbing shop and five (5) years of experience as a journeyman or master plumber in a licensed plumbing shop. Each full year of experience as a journeyman plumber or master plumber under a recognized licensing authority of a state or other municipality having licensed examinations comparable to that of the city will be accepted in lieu thereof for each year required or experience in this category and shall be documented by affidavits from former employers which must be acceptable to the department. Successful completion of an approved International Code Council National Standard Master Plumber with Gas or equivalent examination shall be submitted to the department.

29. Mechanical Journeyman. Applicants for a mechanical journeyman license must have a certificate of completion of a four (4) year mechanical training program recognized by the federal government, or one (1) year of experience as a mechanical apprentice, mechanical journeyman, or mechanical master under a recognized authority of a state or municipality may be substituted for each year of required apprenticeship, or experience in category and shall be documented by affidavits from former employers which must be acceptable to the department. Successful completion of an approved International Code Council National Standard Journeyman Mechanical or equivalent examination shall be submitted to the department.

30. Mechanical master. Applicants for a mechanical master's license must have a certificate of completion of apprenticeship training, or the equivalent of four (4) years' experience in a licensed mechanical shop and five (5) years' experience as a journeyman or master mechanical in a licensed mechanical shop. Each full year of experience as a journeyman or master mechanical under a recognized licensing authority of a state or other municipality having licensed examinations comparable to that of the city will be accepted in lieu thereof for each year required, or experience in this category and shall be documented by affidavits from former employers which must be acceptable to the department. Successful completion of an approved International Code Council National Standard Master Mechanical or equivalent examination shall be submitted to the department.

31. Reciprocal contractor license. Applicants for a reciprocal contractor license must provide to the department for review a copy of their current licensure held within a Wyoming jurisdiction, documentation from the issuing entity that the license is in good standing, and proof of equivalent testing required to obtain said license. Such license shall be issued to the applicant upon successful review by the department, and the payment of an administrative fee.

32. Special hazard alarm inspection, testing, and maintenance technician (SHAT-I). The required minimum experience in the category of special hazard alarm inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in special hazard alarm inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed special hazard alarm inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, and must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems, or
    c. Manufacturer's certification.

Special hazard alarm inspection, testing, and maintenance technicians must possess a fire alarm inspection, testing, and maintenance or fire alarm installation, inspection, testing, and maintenance technician or qualified supervisor license if working on a special agent releasing panel that is connected to a main building fire alarm control panel.

33. Special hazard alarm inspection, testing, and maintenance qualified supervisor (SHAQS-I). The required minimum experience in the category of special hazard alarm inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in special hazard alarm inspection, testing, and maintenance, with a minimum of one (1) year of experience as a licensed special hazard inspection, testing, and maintenance technician under the supervision of a currently licensed special hazard alarm inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed special hazard alarm inspection,

testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET II – Special Hazard Systems, or
c. Manufacturer's certification.

Special hazard alarm inspection, testing, and maintenance qualified supervisors must possess a fire alarm inspection, testing, and maintenance or fire alarm installation, inspection, testing, and maintenance technician or qualified supervisor license if working on a special agent releasing panel that is connected to a main building fire alarm control panel.

34. Special hazard alarm installation, inspection, testing, and maintenance technician (SHAT-II). The required minimum experience in the category of special hazard alarm installation, inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in special hazard alarm installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed special hazard alarm installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, and must possess and submit with application, at a minimum, a State of Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems, or
    c. Manufacturer's certification.

Special hazard alarm installation, inspection, testing, and maintenance technicians must possess a fire alarm inspection, testing, and maintenance or fire alarm installation, inspection, testing, and Maintenance technician or qualified supervisor license if working on a special agent releasing panel that is connected to a main building fire alarm control panel.

35. Special hazard alarm installation, inspection, testing, and maintenance qualified supervisor (SHAQS-II). The required minimum experience in the category of special hazard alarm installation, inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in special hazard alarm installation, inspection, testing, and maintenance, with a minimum of one (1) year of experience as a licensed special hazard installation, inspection, testing, and maintenance technician under the supervision of a currently licensed special hazard alarm installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed special hazard alarm installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application, at a minimum, a State of

Wyoming Low Voltage Alarm or Low Voltage General Journeyman license if performing or assisting with fire alarm installation, and be in possession of one or more of the following:

a. Wyoming Licensed Fire Protection Engineer,
b. NICET II – Special Hazard Systems, or
c. Manufacturer's certification.

Special hazard alarm installation, inspection, testing, and maintenance qualified supervisors must possess a fire alarm inspection, testing, and maintenance or fire alarm installation, inspection, testing, and maintenance technician or qualified supervisor license if working on a special agent releasing panel that is connected to a main building fire alarm control panel.

36. Special hazard suppression inspection, testing, and maintenance technician (SHST-I). The required minimum experience in the category of special hazard suppression inspection, testing, and maintenance technician is two (2) years of experience and four (4) thousand hours of experience in special hazard suppression inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed special hazard suppression inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems,
    c. AFSA/NFSA 2nd Year Test Certification,
    d. CSA PEG2 – Pre-Engineered Gas Clean Agent On-Site; or
    e. Manufacturer's Certification.

37. Special hazard suppression inspection, testing, and maintenance qualified supervisor (SHSQS-I). The required minimum experience in the category of special hazard suppression inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in special hazard system inspection, testing, and maintenance with a minimum of one (1) year of experience as a special hazard suppression inspection, testing, and maintenance technician working under a special hazard suppression inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed special hazard suppression inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems,
    c. AFSA/NFSA 2nd Year Test Certification,
    d. CSA-CKH2 Commercial Hood Install and Service,

e. CSA PEG2 – Pre-Engineered Gas Clean Agent On-Site; or
f. Manufacturer's Certification.

38. Special hazard suppression installation, inspection, testing, and maintenance technician (SHST-II). The required minimum experience in the category of special hazard suppression installation, inspection, testing, and maintenance technician is four (4) years of experience and eight (8) thousand hours of experience in special hazard suppression installation, inspection, testing, and maintenance. Qualifications shall be under the supervision of a currently licensed special hazard suppression installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with , and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems,
    c. AFSA/NFSA 4th Year Test Certification,
    d. CSA-CKH2 Commercial Hood Install and Service,
    e. CSA PEG2 – Pre-Engineered Gas Clean Agent On-Site; or
    f. Manufacturer's Certification.

39. Special hazard suppression installation, inspection, testing, and maintenance qualified supervisor (SHSQS-II). The required minimum experience in the category of special hazard suppression installation, inspection, testing, and maintenance qualified supervisor is three (3) years of experience and six (6) thousand hours of experience in special hazard system installation, inspection, testing, and maintenance with a minimum of one (1) year of experience as a special hazard suppression installation, inspection, testing, and maintenance technician working under a special hazard suppression installation, inspection, testing, and maintenance qualified supervisor. Qualifications shall be under the supervision of a currently licensed special hazard suppression installation, inspection, testing, and maintenance qualified supervisor or otherwise approved by the fire code official, must possess and submit with application a current installer's training card for the brand of CPVC sprinkler pipe that they are working with, and be in possession of one or more of the following:

    a. Wyoming Licensed Fire Protection Engineer,
    b. NICET II – Special Hazard Systems,
    c. AFSA/NFSA 4th Year Test Certification,
    d. CSA-CKH2 Commercial Hood Install and Service,
    e. CSA PEG2 – Pre-Engineered Gas Clean Agent On-Site; or
    f. Manufacturer's Certification.

40. Utility installer. Applicants for a utility installer license shall have one (1) year of experience in the utility contracting trade or with a licensed plumber.

C. Any person who is required to take a city provided examination and fails to pass may schedule re-examination up to two subsequent times. Should such person fail to pass

the second and subsequent time, the department shall refuse a fourth or subsequent examination until after the expiration of six months. Such person shall not work in the intervening time in the category for which the application was submitted.

(Ord. No. 22-23, § 2, 12-19-2023; Ord. No. 12-24, 7-2-2024)

15.11.080 License—Fees.

Fees shall be established by resolution of the city council of the city of Casper, Wyoming.

15.11.090 License—Payment—Issuance.

The applicant, after the completion of all licensing requirements, shall pay for and upon payment receive the appropriate license within ninety days after notification of approval of the application, and subsequent application approval shall become null and void. Thereafter, a new application shall be required.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.100 License—Register.

The department shall maintain a register reflecting the name of each person who has currently applied for or is licensed by the city for the current calendar year.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.110 License—Partnerships, corporations and associates, and limited liability companies—Conditions.

A. A partnership, corporation or association in good standing, or limited liability company (for the purposes of this section, any or all shall be referred to as "firm") may be issued a license required by this chapter upon compliance with the following:

1. The individual applying must be an active owner, partner, officer, member, or fulltime salaried employee of the firm;

2. The license, if issued, shall be in the name of the individual and shall show on its face the name of the individual upon whose competency it is issued, and then the name of the firm for whom the individual is doing business or is employed.

B. A license issued under this section shall be valid only so long as the individual who is named on the license as the qualified person shall remain in or with the firm in the capacity required in subdivision 1 of subsection A of this section. In the event the individual who is named on the license issued to a firm leaves the firm or severs their active participation with said firm without notifying the department within ten days, said individual shall not be entitled to apply for and receive a new license for a period of ninety days.

C. If the individual qualifying on behalf of the firm ceases to be affiliated with the firm to which a license has been issued, said firm shall notify the department in writing within ten days of such cessation; and said firm shall apply to the department for an extension of time to qualify through another person. Said time extension shall in no case be longer than ninety days. If the firm fails to notify the department within the ten-day

period, at the end of such period, its license shall be suspended until such time as a new person in the firm qualifies for a license as required by this chapter, and said license is issued. Any firm may substitute a name of a qualified person on its license so long as it notifies the department and said person is a member of the firm as required by this chapter. Upon such notice, the department shall issue a new license with the substituted name.

D. A new license shall be required for any firm which permanently changes its name or legal status. A new license shall be issued and a fee shall not be charged for the issuance of a new license in the event of such a change; provided that the department is notified within ten days of the effective date of the change; and provided that the individual upon whose competency the license is issued is a member of the new firm as required in this section and is a qualified person. In the event notice is not provided within ten days, at the end of said period the fee for new licenses shall be charged for the issuance of a license. In addition, if notice is not given as provided herein, the firm and its employees shall be considered to be operating without a license and shall be in violation of this chapter.

E. In the event a firm is issued a license, the individual upon whose competence the license is issued shall be responsible for ensuring that the firm and its employees comply with the provisions of this chapter. In the event any employee of the firm violates any provision of this chapter, both the employee and the firm shall be deemed to be in violation hereof.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.120 License—Renewal.

A. All licenses shall expire on the last day of each year. Licenses shall be renewed annually with a thirty-day grace period following the renewal date. The department shall have the authority to reissue a license; provided such reissuance shall be accomplished prior to the date of expiration or within the thirty-day grace period. If such license is not renewed prior to that time, the license shall be declared null and void, and a new application shall be filed with the department. Any work done by any person for which a license is required that is performed after the thirty-day grace period, and prior to obtaining a valid license, shall be a violation of this chapter.

B. Licenses requiring continuing education shall have the required number of continuing education units (C.E.U.'s) submitted to the department for review prior to the issuance of a license renewal. The required number of C.E.U.'s required to maintain a license and/or certification shall be the responsibility of the license holder to obtain and shall be earned through an approved source such as a Casper College Trade Course/Training, NICET, ACI, ICC, BPI, HPIP, or other department approved entities. It is the license holder's responsibility to obtain approval from the department prior to obtaining C.E.U.'s from a provider which is not on the department approved provider list.

C. License continuing education requirements are as follows:

1. General Contractor:

a. Class I. All Class I General Contractor licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields such as framing, insulation, drywall, structural related elements, building codes, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

b. Class IIA. All Class IIA General Contractor licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields such as framing, insulation, drywall, structural related elements, building codes, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

c. Class IIB. All Class IIB General Contractor licenses require a minimum of four (4) hours of continuing education annually in residential construction related fields such as framing, insulation, drywall, structural related elements, building codes, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

d. Class III. All Class III General Contractor licenses require a minimum of four (4) hours of continuing education annually in residential construction related fields such as framing, insulation, drywall, structural related elements, building codes, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal.

e. Class IV. All Class IV General Contractor licenses require a minimum of two (2) hours of continuing education annually in residential construction related fields such as framing, insulation, drywall, and flatwork elements, building codes, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council General Contractor certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal.

2. Sub-Contractor:

a. All sub-contractor licenses including roofing, general concrete, flatwork concrete, drywall, insulation, and framing require a minimum of four (4) hours of continuing education annually in applicable fields in which the

license is held, or any other department approved training(s). All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal.

3. Plumbing:

   a. Master Plumber. All Master Plumber licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields associated with the plumbing trade, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council Master Plumber certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

   b. Journeyman Plumber. All Journeyman Plumber licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields associated with the plumbing trade, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council Journeyman Plumber certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

   c. Apprentice Plumber. Apprentice Plumber licenses do not require continuing education.

4. Mechanical:

   a. Mechanical Master. All Mechanical Master licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields associated with the mechanical trade, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council Master Mechanical certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

   b. Mechanical Journeyman. All Mechanical Journeyman licenses require a minimum of four (4) hours of continuing education annually in residential and/or commercial construction related fields associated with the mechanical trade, or any other department approved training(s). Proof of a currently issued or renewed National Standard International Code Council Journeyman Mechanical certification shall suffice for the required continuing education. All C.E.U.'s shall be obtained within a one (1) year period from the last license renewal;

   c. Mechanical Apprentice. Mechanical Apprentice licenses do not require continuing education.

5. Electrical:

   a. Master Electrician. Master Electrician licenses require sixteen (16) hours of continuing education. Eight (8) of the sixteen (16) hours shall be from a code-related course. The sixteen (16) hours must be completed within a three (3) year period from the last license renewal;

b. Journeyman Electrician. Journeyman Electrician licenses require sixteen (16) hours of continuing education. Eight (8) of the sixteen (16) hours shall be from a code-related course. The sixteen (16) hours must be completed within a three (3) year period from the last license renewal;

c. Low-voltage Electrical Technician. Low-voltage Electrical Technician licenses require four (4) hours of continuing education. Two (2) of the four (4) hours shall be from a code-related course. The four (4) hours must be completed within a one (1) year period from the last license renewal;

d. Apprentice Electrician. Apprentice Electrician licenses do not require continuing education.

6. Fire Contractors:

a. Fire Alarm Contractors. All levels of Fire Alarm Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance.

b. Fire Sprinkler Contractors. All levels of Fire Sprinkler Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance

c. Fire Pump Contractors. Fire Alarm Contractors. All levels of Fire Pump Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance

d. Hood cleaning qualified supervisor (HCQS). Must adhere to the recertification requirements set forth by IKEKA for CECT certification and provide Casper Fire EMS updated proof of certification or completed equivalent training log annually to illustrate compliance

e. Special Hazard Suppression Contractors. . All levels of Special Hazard Suppression Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance

f. Special Hazard Alarm Contractors. . All levels of Special Hazard Alarm Contractors must adhere to the recertification requirements set forth by NICET and provide Casper Fire EMS updated proof of certification annually to illustrate compliance

g. Life Safety System Designers. Must adhere to the NICET or Registered Design professional recertification standards as set forth by their credentialing agency or the State of Wyoming. Registered Design professionals must maintain good standing and maintain registration at all times. All Registered Design Professionals are subject to verification by search in their affiliated online registry.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.130 License transfers.

There shall be no license transfers of a license held by one person to another person. There is no entitlement to transfer any license issued under the authority of this ordinance to another person, entity, or firm. The dissolution of a business entity which has been licensed terminates the license and no person may thereafter operate under that license.

A. Licensees wishing to change a name, address, email, or phone number shall apply to the department indicating such change. Upon approval by the department, a certificate of insurance shall be submitted with the new name of the company and the city of Casper as a certificate holder prior to the issuance of the new license.

B. A new license is required for the creation of a new business entity or with transfer of ownership involving a registered person.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.140 Licensee responsibility.

A licensee shall be responsible for work requiring a permit under the provisions of this chapter or other applicable city ordinance without limitation to the items as herein listed, and shall do or cause to be done the following:

A. To present their license when requested by the administrative authority;

B. To obtain a permit when the same is required prior to the commencement of work unless work is due to an emergency repair. Emergency repairs shall be permitted as required by this Code no later than by the end of the next business day;

C. To faithfully construct, without substantial departure from or disregard of drawings and specifications, when such drawings and specifications have been filed and approved by the building department and a permit issued for same, unless such changes are approved by the owner, owner's agent, and the department;

D. To complete all work authorized on the permit issued by the department unless good cause is shown;

E. To obtain inspection services when the same are required by city Municipal and adopted Building Codes;

F. To pay any fee assessed under the authority of the Municipal or Building Code adopted by the city;

G. To build in compliance with all Municipal and adopted codes;

H. To warrant the workmanship, structural soundness, and code compliance of the residence or building for a period of one year from the date of the issuance of the final certificate of occupancy of such residence or building by the department, or in case of a remodeling, one year from the date of the approved final inspection by the department;

I. To be responsible for all work performed by the licensee, licensee's employees, and subcontractors, whether permit is required or not;

J. To verify and ensure that all subcontractors and employees are properly licensed for the work which they are performing;

K. Report in writing to the department, within three working days, all events occurring within any construction or demolition project which has caused structural damage to any building, structure, and/or utility;

L. Pay all fees for permits, plan checks, special or re-inspections, and penalties assessed under the authority of this ordinance and the adopted Building Codes;

M. Comply with every lawful order or notice entered or issued by the department or administrative authority.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.150 License—Insurance requirements.

Every contractor granted a license of any kind under the terms of this chapter shall be required as a condition of receiving and holding said license to maintain, at all times, employer's liability insurance and workman's compensation insurance, if employees are hired by such contractor, and public liability insurance of a minimum limit of not less than two hundred fifty thousand dollars for personal injury or death of one person; five hundred thousand dollars for personal injury or death of all persons arising out of any one incident; property damage insurance with a minimum limit of not less than two hundred fifty thousand dollars for one incident; and shall furnish the city a certificate that such insurance is maintained.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.160 Probation, suspension or revocation—Conditions.

The administrative authority may suspend or revoke a license when the licensee or an employee of the licensee commits one or more of the following acts or omissions:

A. Failure to comply with any of the requirements of this ordinance;

B. Knowingly combining or conspiring with any unlicensed person to evade the provisions of this chapter, by permitting one's license to be used by such person;

C. Knowingly acting as agent, partner, associate or in any other capacity, with any unlicensed person, to evade the provisions of this chapter;

D. Knowingly violating any provision of any city ordinance;

E. Hiring or subcontracting to unlicensed subcontractors or persons not legally permitted to be performing the work;

F. Occupying a structure prior to obtaining an approved temporary or final certificate of occupancy or an approved final inspection;

G. Failure to convert a temporary certificate of occupancy into a certificate of occupancy due to failure of meeting the temporary certificate of occupancy's terms and conditions;

H. Obtaining a license or permit by fraud or misrepresentation;

I. Non-payment of building permit, plan check, or any other city assessed fees;

J. Failure to obtain required permits prior to the commencement of work as required by Municipal and Building Codes;

K. Overtly aggressive or threatening behavior towards city officials;

L. Performing work not allowed under the licensee's currently held license classification;

M. Failure to request inspections required by the department;

N. Working with an expired or suspended license;

O. Repetitive misrepresentation of permit valuations;

P. Repetitive confirmed complaints involving violations of this ordinance, pertaining to a licensee or licensee's subcontractors, representative(s), or employee(s);

Q. Having a license suspended or revoked in another jurisdiction.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.170 Probation, suspension or revocation—Procedure.

Failure to comply with license requirements may result in a suspension or revocation of an issued license and shall be considered when an application is made for a new or reinstatement of a suspended or revoked license. Disciplinary proceedings under this section shall be commenced, first, by filing a written complaint upon a form provided by the department. Complaints may be filed by any city of Casper resident, licensed contractor, by the department, or by the administrative authority. All complaints shall be filed within sixty days of the discovery of an alleged violation. Failure to file a complaint within the required time limitation shall result in the dismissal of the complaint.

Complaints shall be filed on a department provided form, and shall include the following:

A. The name, address, and telephone number of each complainant;

B. The name, address, and telephone number of the licensee/respondent;

C. The location, day, and time that the alleged violation occurred;

D. The persons and/or basis on which the complaint is based;

E. A statement which cites the specific Municipal or adopted Building Code(s) that were violated;

F. The signature of the complainant, verifying to the best of their knowledge, that the information set forth within the complaint is true and correct.

The administrative authority and/or department will review all complaints received and investigate their validity. If there are legitimate license violations that have occurred then the department will mail a notice of violation to the licensee/respondent at the business address that is on file with the city by e-mail and/or certified mail. In lieu of an invalid mailing address, the notice of violation shall be given through personal delivery.

Upon validation of a complaint or complaints, and/or when any of the acts or omissions as enumerated in section 15.11.150 are committed by a licensee or their employee(s) or representative(s), and the administrative authority or the department deems that such license shall be put on probation, suspended or revoked, the procedure shall be as follows:

A. The administrative authority shall give notice to licensee by e-mail, certified mail, or by personal delivery of the facts or conduct which warrant the probation, suspension,

or revocation of the license, and that such probation, suspension, or revocation will be effective immediately if a request for a hearing on such matter is not received as provided in subsection B of this section. If a request is made, the discipline shall be stayed until completion of the appeal;

B. Upon receipt of the notice, the licensee shall respond to the allegations and may request a hearing before the appeals board. Such request shall be in writing to the administrative authority and city attorney's office within seven business days of receipt of notice. At such hearing, department shall be represented by the city attorney's office, who shall present evidence of the licensure violation(s) in question. The licensee shall be given an opportunity to show their compliance with the licensure requirements for the retention of the license. The hearing shall be conducted in compliance with the procedures of the Wyoming Administrative Procedure Act. Failure by the licensee to respond to the allegations or request an appeal hearing shall be deemed a waiver of any appeal and the order of probation, suspension, or revocation shall become final;

C. If a hearing is requested by the licensee, the appeals board shall direct and the administrative authority shall set a time, date, and place for such hearing, and so notify the licensee in writing. Such notice shall include a statement of:

1. The time, place and nature of the hearing;
2. The legal authority and jurisdiction under which the hearing is to be held;
3. The alleged licensure violations involved;
4. The administrative authority's requested consequence for the violation;

D. When a hearing is conducted, all interested parties, including their attorney(s), may be in attendance. Upon completion of the hearing the appeals board shall notify the licensee, within five working days, of its findings and ruling in writing by e-mail and/or certified mail;

E. Decisions of the board may be appealed in accordance with the Wyoming Administrative Procedures Act and Wyoming Rules of Appellate Procedure.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.180 Probation, suspension or revocation—Disciplinary progression and timeframe.

A. Unchallenged or upheld findings and determinations of the administrative authority or Department shall result in the minimum probationary, suspension, or revocation period(s) as follows:

1. Depending on the severity of the offense of any of the licensure requirements, up to three (3) warnings may be issued per calendar year before any disciplinary action is taken;

2 First disciplinary action of any offense or combination of offenses pertaining to the licensure requirements within a calendar year shall require the license to be placed on probation for not less than six months;

3. Second disciplinary action of any offense or combination of offenses pertaining to the licensure requirements within a calendar year shall require the license to be suspended for not less than six (months);

4. Third disciplinary action of any offense or combination of offenses pertaining to the licensure requirements within a calendar year shall require the license to be revoked for not less than one year;

5. Any subsequent offense or combination of offenses pertaining to the licensure requirements within a calendar year shall result in penalties outlined in section 15.11.200 of this chapter and may result in permanent revocation of city licensure;

6. History of two consecutive calendar years of disciplinary action against a license will result in the permanent revocation of city licensure.

B. If no further violations occur within the probationary, suspension, or revocation timeframe, then the license may be reinstated. Insurance requirements and renewal fees shall be up to date prior to the reinstatement of the license.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.190 Suspension or revocation—Emergency suspension.

If the administrative authority finds that just cause concerning imminent danger to personal safety or health conditions exists for suspension or revocation of a license, the department may enter an order for immediate suspension and suspend the activities of the licensee. The licensee may, upon notice of such suspension, request an immediate hearing before the board and the hearing shall be conducted as soon as possible in the manner prescribed in this chapter.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.200 Suspension or revocation—Ineligibility for new licenses.

A person whose license has been put on probation, suspended, or revoked shall not be entitled to file a new application by the establishment of a new legal entity, in which the individual has ownership interest, during the length of such revocation or suspension.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.210 Violation—Penalty.

In addition to the probation, suspension, and revocation of any license as provided in this chapter, any person who violates any provisions of this chapter, or any rule or regulation promulgated hereunder, is guilty of a misdemeanor, the penalty for which is prescribed under Chapter 1.28 of this Code.

(Ord. No. 22-23, § 2, 12-19-2023)

15.11.220 Board of appeals.

A. There is hereby established a board to be known as the board of appeals, consisting of seven members. The members shall be residents of Natrona County and shall be selected and appointed by the city council. Members shall consist of:

1. A licensed master plumber;

2. A licensed mechanical master;
3. A licensed master electrician;
4. A professional engineer or architect;
5. A licensed class I building contractor;
6. A licensed utility contractor, licensed mobile home installer, or licensed fire suppression, licensed fire alarm contractor; and,
7. A member of the general public.

B. All members of the board shall serve without pay and until which time that they resign or are removed from their position for just cause. The board shall meet monthly or at such times as necessary to conduct business. The board shall elect, from its membership, a chairman, vice-chairman, and secretary who shall serve one-year terms. 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 by the city council.

C. Any person may appeal a decision of the department or administrative authority with regard to any official decisions, conditions, or actions as provided by this chapter, or the suitability of alternate materials, methods of construction or interpretation of the building, mechanical, electrical, plumbing and fire codes adopted by the city. Appeal shall be commenced by the person by giving written notice of such appeal and stating therein the decision and reasons for the appeal to the secretary of the board of appeals within a period of five working days of the decision. The administrative authority shall present, in writing, to the board within five working days thereafter, all facts pertaining to the decision rendered.

D. The board of appeals shall, within thirty calendar days thereafter, hold a hearing and follow the hearing procedures set forth in subsections C, D and E of Section 15.11.160.

15.11.230 Transitional provisions.

Except as otherwise expressly provided herein, this chapter shall not be construed to require the duplication or reissuance of any license or certificate within the same calendar year, the duplication of any application, nor the duplication of any payment of any license or certificate fee for a particular grade of license or certificate within the same calendar year. All persons in the building and construction industries presently licensed under former codes and ordinances of the city shall be deemed to be appropriately licensed hereunder. Any such licensee under a former city code or ordinance who fails to reapply for a license upon expiration of the existing license or any grace period allowed by this chapter shall be deemed to be in violation of this chapter if such person does or performs any work for which a license is required by this chapter.

(Ord. No. 22-23, § 2, 12-19-2023)

Chapter 15.12 CONSTRUCTION REGULATIONS

15.12.010 Reserved.

Ord. No. 6-24, adopted April 2, 2024, repealed § 15.16.010, which pertained to building construction during certain hours—exceptions prohibited and derived from the prior Code.

15.12.020 Excavations and demolition—Fencing requirements.

A. No person shall own, lease, operate, maintain or conduct within the city for commercial purposes, for a period of more than four days, any pit, hole in the ground, pool or other excavation or demolition without first having such pit, hole in the ground, pool or other excavation or demolition securely fenced. Such fence shall be not less than five feet high and constructed of woven wire at least twenty-six inches high with four strands of wire above the woven wire equal distances apart to the top of each post with a wooden or steel guard arm one-foot long extending from each fence post, with one strand of wire attached to each such guard arm. The fence posts shall be at least five feet above the ground, eight feet apart and set at least two feet in the ground, with two stays of wire between each post, securely attached to the woven wire below.

B. In the event woven wire cannot be obtained, then such fence shall consist of wire every six inches apart commencing three inches above the ground and extending to the top of the fence posts with wire stays every two feet between such fence posts and with a wooden or steel guard arm one foot long extending from each fence post, with at least one strand of wire attached thereto.

(Prior code § 26-9; Ord. No. 17-24, 8-20-2024)

15.12.030 Excavations and demolition—Sign requirements.

The fence required in section 15.16.020 15.12.020 shall have posted thereon a proper "No Trespassing" sign.

(Prior code § 26-10; Ord. No. 17-24, 8-20-2024)

Chapter 15.13 MOVING BUILDINGS

15.13.010 Permit—Required.

No person shall move any garage, house or other structure of similar size on or over any of the streets, alleys or other property in the city without first having secured a permit to do so from the city engineer.

(Prior code § 7-10)

15.13.020 Permit—Application—Inspection—Conformance agreement.

Any person desiring or intending to move any structure shall make written application for such permit on a form furnished by the city engineer which shall set forth the kind, size and height of the structure to be moved, the location from which and to which the same is to be moved, the route to be followed as approved by the city engineer. The building shall be inspected and approved by the building inspector and the applicant shall agree to conform with the zoning, building, electrical, plumbing codes and all pertinent city ordinances.

(Prior code § 7-11)

15.13.030 Permit—Equipment, bond, deposit and fee requirements.

Before a permit required by Section 15.13.010 is issued, the applicant shall supply the following:

A. Assurance that he has adequate machinery, appliances and equipment for the proper move;

B. Personal and property damage bond in the amount of five thousand dollars as protection to persons and property against damage by the moving operations, which bond shall be approved by the mayor or city council;

C. A cash deposit of one hundred dollars; which deposit will be held to insure payment of the following fees, which shall be in addition to the permit fee hereinafter set forth:

1. To cover the expenses of cutting wires and reuniting same and moving and replacing poles,

2. Any dispute arising as to the actual costs may be, by either party, referred to the city council who shall investigate the same and decide as to the rights of the parties;

D. A fee of five dollars per day for each and every day, or part thereof, that the structure is occupying any street, alley or public property while in transit.

(Prior code § 7-12)

15.13.040 Permit—Fee.

In addition to the fees set forth in Section 15.13.030, the permit fee shall be paid for in cash at the time the permit is issued and shall be in accordance with the moving fee set forth as follows:

Total Square Foot Area	Moving Permit Fee $
Less than two hundred square feet.	5.00
More than two hundred square feet, less than five hundred square feet.	10.00
More than five hundred square feet, less than one thousand square feet.	15.00
More than one thousand square feet, less than fifteen hundred square feet.	20.00
More than fifteen hundred square feet, less than two thousand square feet.	25.00
More than two thousand square feet, two dollars and fifty cents per one hundred square feet.	

Where work for which a permit is required by this chapter is started or proceeded with prior to obtaining the permit, the fees above specified shall be doubled, but the payment of such double fee shall not relieve any person from fully complying with the requirements of this chapter.

(Prior code § 7-14)

15.13.050 Permit—Issuance conditions.

When the required bond has been approved and the one hundred dollars deposit required by Section 15.44.030 made, and upon payment of the permit fee prescribed in Section 15.13.040,

the city engineer is authorized to issue to the applicant a permit granting him the right to move the structure described in his application which will specify the route therefor as prescribed and approved by the city engineer.

(Prior code § 7-13)

15.13.060 Permit—Revocation.

The city engineer may revoke any permit granted under the terms of this chapter when it shall become known to him that the permittee is in any manner whatsoever failing to comply with the terms thereof. In the event of such revocation, any person to whom such permit was granted shall thereafter be operating without a permit and subject to punishment as provided in Chapter 1.28 of this code.

(Prior code § 7-15)

15.13.170 Permit—Receipt.

It is the duty of the city engineer to issue his official receipt for all fees received by him under this chapter, and to indicate on such receipt the purpose for which each amount is collected.

(Prior code § 7-16)

15.13.080 Streets, trees and other public property—Inspection charge.

The permittee shall protect the street surface and trees as and if required by the city engineer. If necessary, the city engineer will provide an inspector to oversee the moving of such building for the protection of public property and other property located in the city. The permittee shall pay for such additional service, in addition to the fees prescribed in Sections 15.13.030 and 15.13.040, a charge of not less than five dollars nor more than ten dollars for each day's service.

(Prior code § 7-20)

15.13.090 Application and route approval by city officials—Permit holder's responsibility.

It is the duty of a permittee to move the structure for which a permit is granted as expeditiously as possible and no deviation from the assigned route shall be made except with the approval of the city engineer. The city engineer, before granting the permit, shall be sure that the application and route for moving has been approved in writing by the chief of the city fire department, chief of police and the city electrician, together with the local representatives of the power and telephone companies and radio and television stations, who shall receive a copy of the route to be traversed shown thereon. The moving permit shall disclose the time when moving operations will commence. If the cutting of wires or removing of poles is necessary for the moving of any structure, the person so desiring the same shall give the owner of such wires or poles at least twenty-four hours' written notice of such desire.

(Prior code § 7-17)

15.13.100 Wire, pole and service line cutting restrictions.

No one other than the owner thereof, or the owner's agent or employee, shall cut, remove or injure any radio and television transmitter, telephone, telegraph, electric light and power wires or poles or service lines in the city.

(Prior code § 7-18)

15.13.110 Occupation of building while in transit prohibited.

No building which is being moved upon or over streets, alleys or property of the city shall be occupied while in transit.

(Prior code § 7-19)

Chapter 15.14 ABATEMENT OF DANGEROUS BUILDINGS

15.14.010 Title.

This chapter shall be known as the "Uniform Code for the Abatement of Dangerous Buildings" of the city.

(Ord. 20-89 § 1, 1989)

15.14.020 Adoption.

Pursuant to the authority of Wyoming Statute Section 15-1-103(A)(XXVI) and (XLI), there is adopted by the city for the purpose of prescribing regulations for the minimum standards to safeguard life, health, property and public welfare that certain suggested code known as the Uniform Code for the Abatement of Dangerous Buildings, being particularly the 1997 Edition thereof, and the whole thereof, except such portions as are in this chapter modified, deleted or amended by Section 15.14.030; not less than three copies of which have been, and are now filed in the office of the city clerk, engineer or planner of the city, and the same is adopted and incorporated as fully as if set out at length herein and from the date on which the ordinance codified in this chapter takes effect, the provisions hereof shall be controlling within the limits of the city.

(Ord. 20-89 § 2, 1989)

15.14.030 Amendments, alterations and deletions.

The Uniform Code for the Abatement of Dangerous Buildings, 1 Edition, is amended and changed in the following respects:

Section 103 is amended to read as follows:

All buildings or structures which are required to be repaired under the provisions of this code shall be subject to the provision of the most recently adopted versions of the International Building and Fire Codes.

Section 204 is amended to read as follows:

All buildings of structures within the scope of this code and all construction or work for which a permit is required shall be subject to inspection by the building official in accordance with and in the manner provided by this code, and the most recently adopted versions of the International Building and Fire Codes.

Section 205 is amended to read as follows:

In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretations of this code, there shall be

and is hereby created a Board of Appeals consisting of not less than three members of the City Council. A Community Development Department representative who is not associated with the Dangerous Building designation shall act as secretary to said board but shall have no vote upon any matter before the board. The Board of Appeals shall be appointed by the Mayor with the consent of the governing body and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant, with a duplicate copy to the building official. Appeals to the board shall be processed in accordance with the provisions contained in Section 501 of this code. Copies of all rules or regulations adopted by the board shall be delivered to the building official, who shall make them freely accessible to the public.

Section 301—Definitions. Add the following definitions:

1. **BUILDING PERMIT** is an official document or certificate issued by the Building Official authorizing performance of a specific activity. Building permits are broken down into the following permit subcategories:
    a. Building Permit – authorizes the applicant to perform building related construction activities.
    b. Electrical Permit – authorizes the applicant to perform electrical related construction activities.
    c. Plumbing Permit – authorizes the applicant to perform plumbing related construction activities.
    d. Mechanical Permit – authorizes the applicant to perform mechanical related construction activities.
2. **BUILDING OFFICIAL** where used in this Code, the term "Building Official" shall be defined as the City Manager or his authorized representative.
3. **DANGEROUS BUILDING** is any building or structure deemed to be dangerous under the provision of Section 302 of this code, Section 116 of the most recently adopted edition of the International Building Code, and/or Section 115 of the most recently adopted edition of the International Fire Code.
2. **DEMOLITION CONTRACTOR** is a demolition or building contractor who is currently licensed by the City of Casper.
3. **DEMOLITION PERMIT** is an official document or certificate issued by the Building Official authorizing performance of a specific activity.

Section 302 (16) is amended to read as follows:

16. Whenever any building or structure because of obsolescence, dilapidated conditions, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heat apparatus, or other cause is determined by the Fire Marshal to be a fire hazard.

Section 401.2 (3.3) is amended to read as follows:

If the building official has determined that the building or structure must be demolished, the order shall require that the building be vacated within such time as the building official shall determine is reasonable (not to exceed 60 days from the date of the order); that all required permits be secured therefor within such time as the building official shall determine is reasonable (not to exceed 60 days from the date of the order); and that the demolition be completed within such time as the building official shall determine is reasonable.

Section 401.2 (4) is amended to read as follows:

Statements advising that if any required repair or demolition work (without vacation also being required) is not commenced within the time specified, the building official (i) will order the building vacated and posted to prevent further occupancy until the work is completed, and (ii) may proceed to cause the work to be done and charge the cost thereof against the property or its owner.

Statements advising (i) that any person having any record title or legal interest in the building may appeal from the notice and order or any action of the building official to the board of appeals, provided the appeal is made in writing as provided in this code and filed with the building official within such time as the building official shall determine is reasonable (not to exceed 30 days) from the date of the service of such notice and order; and (ii) that failure to appeal will constitute a waiver of all right to an administrative hearing and determination of the matter.

Section 404.1 is amended to read as follows:

Every notice to vacate shall, in addition to being served and containing the information set forth in Section 401.3, be posted at or upon each exit of the building, and shall be in substantially the following form:

Do not enter unsafe to occupy. It is a misdemeanor to occupy this building or remove or deface this notice. (Section 401.3 information here).

By order of the City Manager of
the City of Casper, Wyoming

Add new Section 600 to read as follows:

Hearings shall be conducted pursuant to the Wyoming Administrative Procedures Act (W.S. Section 16-3-101 et seq.) and as otherwise provided in this Chapter 6. In the event of a conflict, the provisions of the Wyoming Administrative Procedures Act shall control.

Section 703 is amended to read as follows:

No person shall obstruct, impede or interfere with any officer, employee, contractor or authorized representative of this jurisdiction or with any person who owns or holds any estate or interest in any building which has been ordered repaired, vacated or demolished under the provisions of this code; or with any person to whom such building has been lawfully sold pursuant to the provisions of this code, whenever such officer, employee, contractor or authorized representative of this jurisdiction, person having an interest or estate in such building or structure, or purchaser is engaged in the work of repairing, vacating and repairing, or demolishing any such building, pursuant to the provisions of this code, or in performing any necessary act preliminary to or incidental to such work or authorized or directed pursuant to this code.

Chapter 8 is amended to read as follows:

CHAPTER 8 PERFORMANCE OF WORK OF THE ENFORCEMENT OF THIS CODE

Section 801.1 is amended to read as follows:

The Building Official shall direct their authorized representative, director of public works or their authorized representative, or private contractors to perform any work involved with the enforcement of this code. Such work shall be performed by personnel of this jurisdiction or through private contracts. Add Section 803. PERMITS REQUIRED.

803.1 Demolition Permit

A demolition permit shall be obtained from the Building Official before any demolition or removal of the structure occurs. The permit must be obtained by a licensed demolition contractor with the City of Casper or the owner of record of the property. The demolition permit will be valid for a period not to exceed ninety (90) days. The permit may be extended for a period of up to ninety (90) days providing the permittee can demonstrate that the demolition project is of sufficient size or scope that it will require additional time to complete the demolition project.

803.2 Building Permits

Building permit(s) shall be obtained from the Building Official before any repair, alteration, or remodel work of the structure occurs. Permits for non-owner occupied structures must be obtained by a licensed contractor with the City of Casper. Permits for owner occupied structures may be obtained by the property owner. Permits will be valid for a period not to exceed 90 days. The permit may be extended for a period of up to 90 days provide that the permittee can demonstrate that the abatement is of sufficient size, scope, or progress that it will justify additional time to complete.

Add Section 804 BONDING REQUIRED.

All permit applications must be accompanied by a performance bond, letter of credit or a form of collateral acceptable to the City of Casper to insure the timely completion of the demolition project. The amount of the surety will be based on twenty dollars ($20.00) per square foot of the building project area, including each floor and basement area to be demolished.

Chapter 9 is amended to read as follows:

Chapter 9 RECOVERY OF COSTS ASSOCIATED WITH THE ENFORCEMENT OF THIS CODE.

Section 901 is amended to read as follows:

The Public Services Director or Community Development Director shall keep an itemized account of the expense incurred by this jurisdiction in the enforcement of this Code. Upon the completion of the work of repair or demolition, said Public Services Director or Community Development Director shall prepare and file with the Clerk-Treasurer of this jurisdiction a report specifying the work done, the itemized and total cost of the work, a description of the real property upon which the building or structure is or was located, and the names and addresses of the persons entitled to notice pursuant to Section 401.3.

(Ord. 7-94 § 1, 1994: Ord. 22-89 §§ 1, 2, 1989; Ord. 20-89 § 3, 1989)

15.14.040 Violation—Penalty.

Any person, firm, or corporation violating any of the provisions of this code shall be deemed guilty of a misdemeanor. Each and every day or portion thereof during which any violation of any of the provisions of this code is committed, continued, or permitted, shall be a separate offense. Upon conviction of any such violation, such person may be punished as set forth in Chapter 1.28 of the Casper City Code.

(Ord. 7-94 § 2, 1994)

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 6 day of October, 2026.

PASSED on 2nd reading the ____ day of _____, 20___.

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

APPROVED AS TO FORM:

Eric K. Nelson

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

August 14, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Liz Becher, Community Development Director

SUBJECT: Consideration of an ordinance approving the final plat and Subdivision Agreement for the Park Ridge Medical Campus No. 5 subdivision.

Meeting Type & Date:
Regular Council meeting, September 15, 2026

Action Type:
Public hearing and first reading on an ordinance

Recommendation:
That Council, by ordinance, approve the final plat and Subdivision Agreement for the Park Ridge Medical Campus No. 5 subdivision.

Summary:
The request is a vacation and replat of portions of Park Ridge Medical Campus No. 2 Addition and the Menard's Addition to create three (3) lots and one (1) tract totaling approximately 28 acres. The plat vacates portions of Granite Peak Drive and Parkridge Drive that were previously platted but remain undeveloped. No new public streets are proposed, and access will be provided via the existing street network. Lot sizes range from approximately 7.7 acres to 10.0 acres. Proposed Tract A is the half of Park Ridge Drive that automatically reverts to the Menard's Addition upon vacation. The intent is for Menard's to deed Tract A to the owner of proposed Lot 1.

The subject property was originally subdivided with an internal street network that has not developed as planned. The proposed replat removes unneeded right-of-way and consolidates land into larger lots consistent with current development patterns. The surrounding street network is capable of serving the site. The proposal improves developability without negatively impacting access, utilities, or circulation.

PLANNING AND ZONING COMMISSION ACTION:

The Planning and Zoning Commission approved the final plat unanimously at their June 11, 2026 meeting, subject to the condition that the applicant provide the required easement releases from all utility providers and franchisees prior to City Council consideration. The easement releases for the reconfiguration/vacation of the undeveloped rights-of-way have been provided. There were no public comments received on this proposal.

Financial Considerations:
None.

Council Adopted Goals:
Fiscal Stability – the approval of the plat will facilitate additional development in the area.

Oversight/Project Responsibility:
Community Development Department (Planning Division).

Attachments:
Location Map
Ordinance
Plat
Subdivision Agreement

Proposed Park Ridge Medical Campus No. 5 Addition

APPROVALS

APPROVED BY THE CITY OF CASPER PLANNING AND ZONING COMMISSION OF CASPER, WYOMING

THIS _____ DAY OF _____, 2026.

ATTEST: _____ _____

SECRETARY CHAIRMAN

APPROVED BY THE CITY COUNCIL OF CASPER, WYOMING BY ORDINANCE NO. _____, DULY PASSED,

ADOPTED AND APPROVED THIS _____, DAY OF _____, 2026.

ATTEST: _____ _____

CITY CLERK MAYOR

INSPECTED AND APPROVED THIS _____, DAY OF _____, 2026.

_____

CITY ENGINEER

INSPECTED AND APPROVED THIS _____, DAY OF _____, 2026.

_____

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 MARCH, 2026, AND THAT THIS PLAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, CORRECTLY AND ACCURATELY REPRESENTS SAID SURVEY. ALL BEING TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Professional Land Surveyor
William R. Fehringer
5528
Date
WYOMING

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY WILLIAM R. FEHRINGER

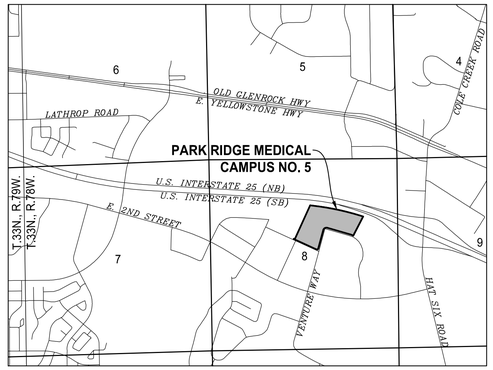
THIS _____ DAY OF _____, 2026.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

_____

NOTARY PUBLIC



VICINITY MAP
SCALE: 1"=2000'

CERTIFICATE OF DEDICATION

STATE OF WYOMING }SS
COUNTY OF NATRONA }

THE UNDERSIGNED, KELLY SUE WENZEL, TRUSTEE OF THE WIDE OPEN SPACES TRUST DTD 12/1/2025 AND GWBT, LLC, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF THE FOLLOWING VACATION AND REPLAT OF LOT 7A, PARK RIDGE MEDICAL CAMPUS NO. 2 ADDITION (RECORDED SEPTEMBER 3, 2010 AS INSTRUMENT NO. 894613) AND A PLAT OF TWO PARCELS OF UNPLATTED LAND AND A VACATION OF A PORTION OF BENTLEY CIRCLE (NOW KNOWN AS GRANITE PEAK DRIVE) PARK RIDGE MEDICAL CAMPUS NO. 2 ADDITION, AND A VACATION OF A PORTION OF VENTURE AVENUE (NOW KNOWN AS PARKRIDGE DRIVE) MENARD'S ADDITION, SITUATE IN THE SE1/4NW1/4 AND THE NE1/4 OF SECTION 8, T.33N., R.78W., 6TH PRINCIPAL MERIDIAN, NATRONA COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF THE PARCEL AND THE NORTHWEST CORNER OF LOT 14, PARK RIDGE MEDICAL CAMPUS NO. 2 ADDITION, MONUMENTED BY A BRASS CAP;

THENCE S27°12'41"W, ALONG THE WEST LINE OF SAID LOT 14, A DISTANCE OF 601.04 FEET TO THE SOUTHWEST CORNER OF SAID LOT 14 AND A POINT ON THE NORTH RIGHT-OF-WAY LINE OF GRANITE PEAK DRIVE, MONUMENTED BY A BRASS CAP;

THENCE ALONG THE NORTH RIGHT-OF-WAY LINE OF SAID GRANITE PEAK DRIVE AND A CURVE TO THE LEFT HAVING A RADIUS OF 562.00 FEET, THROUGH A CENTRAL ANGLE OF 10°55'40", AN ARC DISTANCE OF 107.19 FEET, HAVING A CHORD BEARING OF N68°27'43"W, A DISTANCE OF 107.02 FEET TO THE END OF CURVE, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE CONTINUING ALONG THE NORTH LINE OF SAID GRANITE PEAK DRIVE, N73°54'09"W, A DISTANCE OF 650.69 FEET TO A POINT OF CURVATURE, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 90.00 FEET, THROUGH A CENTRAL ANGLE OF 90°37'21", AN ARC DISTANCE OF 142.35 FEET, HAVING A CHORD BEARING OF S60°47'10"W, A DISTANCE OF 127.97 FEET TO THE END OF CURVE AND A POINT ON THE WEST RIGHT-OF-WAY-LINE OF VENTURE WAY, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE S15°28'29"W, ALONG THE WEST RIGHT-OF-WAY LINE OF SAID VENTURE WAY, A DISTANCE OF 544.46 FEET TO A POINT OF CURVATURE, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 30.00 FEET, THROUGH A CENTRAL ANGLE OF 89°15'22", AN ARC DISTANCE OF 51.97 FEET, HAVING A CHORD BEARING OF S64°55'18"W, A DISTANCE OF 45.71 FEET TO THE END OF CURVE AND A POINT ON THE NORTH RIGHT-OF-WAY LINE OF MENARD DRIVE, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE N65°29'55"W, ALONG THE NORTH RIGHT-OF-WAY LINE OF SAID MENARD DRIVE, A DISTANCE OF 705.30 FEET TO A POINT OF CURVATURE AND THE SOUTHEAST CORNER OF LOT 1, MENARD'S ADDITION, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 30.00 FEET, THROUGH A CENTRAL ANGLE OF 89°45'59", AN ARC DISTANCE OF 47.00 FEET, HAVING A CHORD BEARING OF N69°02'17"E, A DISTANCE OF 42.34 FEET TO THE END OF CURVE AND A POINT ON THE EAST LINE OF SAID LOT 1, MENARD'S ADDITION, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE N24°29'04"E, ALONG THE EAST LINE OF SAID LOT 1, MENARD'S ADDITION, A DISTANCE OF 1015.27 FEET TO THE NORTHEAST CORNER OF SAID LOT 1, MENARD'S ADDITION AND A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF U.S. INTERSTATE 25, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE ALONG THE SOUTH RIGHT-OF-WAY OF SAID U.S. INTERSTATE 25 AND A CURVE TO THE RIGHT HAVING A RADIUS OF 7412.79 FEET, THROUGH A CENTRAL ANGLE OF 3°25'05", AN ARC DISTANCE OF 442.23 FEET, HAVING A CHORD BEARING OF S82°17'14"E, A DISTANCE OF 442.16 FEET TO THE END OF CURVE, MONUMENTED BY A BRASS CAP;

THENCE ALONG THE SOUTH RIGHT-OF-WAY OF SAID U.S. INTERSTATE 25 AND A CURVE TO THE RIGHT HAVING A RADIUS OF 7412.79 FEET, THROUGH A CENTRAL ANGLE OF 4°00'54", AN ARC DISTANCE OF 519.45 FEET, HAVING A CHORD BEARING OF S78°34'51"E, A DISTANCE OF 519.35 FEET TO THE END OF CURVE, MONUMENTED BY A HIGHWAY MONUMENT;

THENCE ALONG THE SOUTH RIGHT-OF-WAY OF SAID U.S. INTERSTATE 25 AND A CURVE TO THE RIGHT HAVING A RADIUS OF 7412.79 FEET, THROUGH A CENTRAL ANGLE OF 4°16'14", AN ARC DISTANCE OF 552.52 FEET, HAVING A CHORD BEARING OF S74°26'58"E, A DISTANCE OF 552.40 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 28.06 ACRES, (12,222,267.55 S.F.) MORE OR LESS, AND IS SUBJECT TO ANY RIGHTS-OF-WAY, AND/OR EASEMENTS, RESERVATIONS, AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE TRACT 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 "PARK RIDGE MEDICAL CAMPUS 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. ALL ROADS AND STREETS AS SHOWN HEREON HAVE BEEN PREVIOUSLY DEDICATED TO THE USE OF THE PUBLIC.

WIDE OPEN SPACES TRUST DTD 12/1/2025
P.O. BOX 50790
CASPER, WYOMING 82605-0790

_____

KELLY SUE WENZEL – TRUSTEE, WIDE OPEN SPACES TRUST DTD 12/1/2025

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY KELLY SUE WENZEL – TRUSTEE, WIDE OPEN SPACES TRUST DTD 12/1/2025, THIS _____ DAY OF _____, 2026.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

_____

NOTARY PUBLIC

GWBT, LLC
P.O. BOX 9457
RAPID CITY, SOUTH DAKOTA 57709

_____

APRIL WENZEL – PRESIDENT, GWBT, LLC

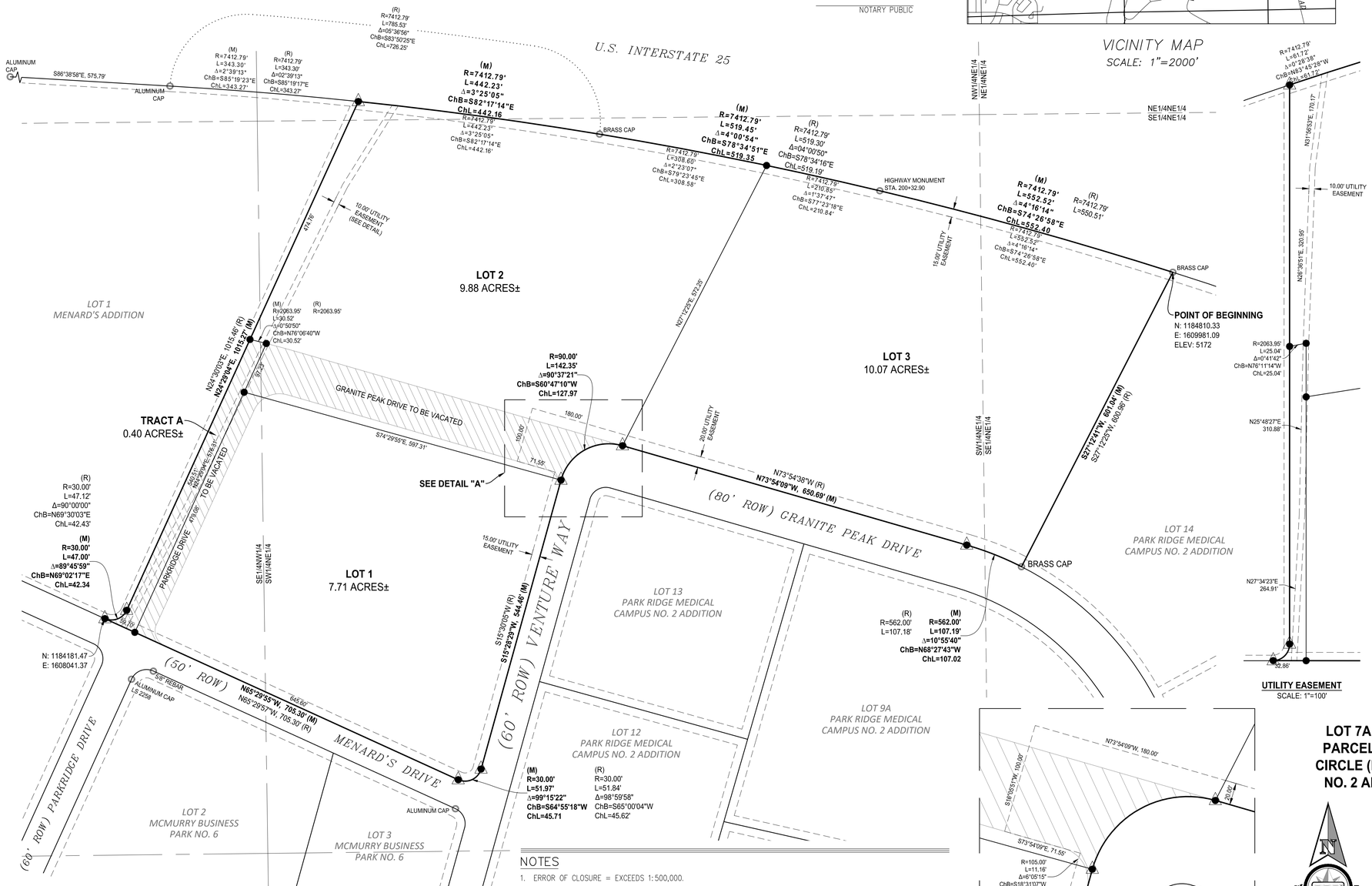
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY APRIL WENZEL – PRESIDENT, GWBT, LLC, THIS _____ DAY OF _____, 2026.

WITNESS MY HAND AND OFFICIAL SEAL.

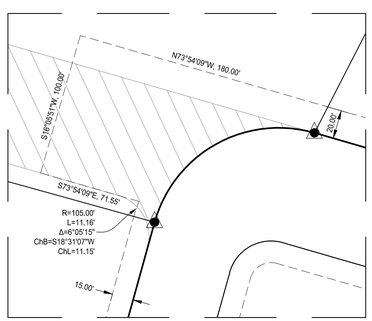
MY COMMISSION EXPIRES _____

_____

NOTARY PUBLIC



UTILITY EASEMENT
SCALE: 1"=100'



DETAIL "A"
SCALE: 1"=50'

NOTES

1. ERROR OF CLOSURE = EXCEEDS 1:500,000.
2. BASIS OF BEARINGS IS THE WYOMING STATE PLANE COORDINATE SYSTEM, EAST CENTRAL ZONE, NAD 1983/2011.
3. CONVERGENCE ANGLE AT POINT OF BEGINNING = 00°45'17.34"
   COMBINED FACTOR = 0.99979346
4. ALL DISTANCES ARE GRID.
5. ELEVATIONS SHOWN ARE NAVD88 AND ARE FOR REFERENCE ONLY.
6. TRACT A TO BE DEEDED TO OWNER OF LOT 1, MENARD'S ADDITION AFTER VACATION OF PARK RIDGE DRIVE IS APPROVED.

LEGEND

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

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

A VACATION AND REPLAT OF LOT 7A, PARK RIDGE MEDICAL CAMPUS NO. 2 ADDITION AND A PLAT OF TWO PARCELS OF UNPLATTED LAND AND A VACATION OF A PORTION OF BENTLEY CIRCLE (NOW KNOWN AS GRANITE PEAK DRIVE) PARK RIDGE MEDICAL CAMPUS NO. 2 ADDITION, AND A VACATION OF A PORTION OF VENTURE AVENUE (NOW KNOWN AS PARKRIDGE DRIVE) MENARD'S ADDITION

AS

PARK RIDGE MEDICAL CAMPUS NO. 5

AN ADDITION TO THE CITY OF CASPER, WYOMING
BEING A PORTION OF THE SE1/4NW1/4, AND THE NE1/4 OF
SECTION 8 T.33N., R.78W., 6TH P.M.
NATRONA COUNTY, WYOMING

W.O. 26-122

0 100' 200'
SCALE: 1"=100'

M:\Land 2026\Survey\26-122 Granite Peak Drive Replat\Drawings\Plats\26-122_PARK RIDGE MEDICAL CAMPUS NO. 5.dwg, 7/20/2026, Bill

PARK RIDGE MEDICAL CAMPUS 5
SUBDIVISION AGREEMENT

This Subdivision Agreement ("Agreement") is made and entered into this ____day of _____, 2026, by and between the following parties:

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

2. Wide Open Spaces Trust DTD 12/1/2025, PO Box 50790, Casper, Wyoming 82605 ("Owner").

3. GWBT, LLC, PO Box 9457, Rapid City, South Dakota 57709.

Throughout this Agreement, City and Owner may be individually referred to as a "party" or collectively referred to as the "parties."

RECITALS

A. Whenever the Public Services Director, City Engineer, Community Development Director, or other City official is mentioned in this Agreement, it shall be deemed to include their designees.

B. Owner has applied for a vacation and replat of Lot 7A, Park Ridge Medical Campus No. 2 Addition, and a plat of two parcels of unplatted land, and a vacation of a portion of Bentley Circle (now known as Granite Peak Drive) Park Ridge Medical Campus No. 2 Addition, and a vacation of a portion of Venture Avenue (now known as Parkridge Drive) Menard's Addition.

C. A plat of Park Ridge Medical Campus No. 5 ("Addition") has been prepared by the Owner, and approved by the City of Casper, and shall be signed and recorded at the Natrona County Clerk's Office concurrently with this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

SECTION 1 – INCORPORATION OF RECITALS

The recitals set forth above are incorporated at this point as if fully set forth as part of this Agreement.

SECTION 2 - OBLIGATIONS OF OWNER

Upon written demand of the Council or the City Manager, the Owner, its heirs, successors, grantees or assigns, at their sole cost and expense, shall do, or cause to be done, the following:

2.1 Surveying:

a. All subdivision corners shall be marked with 3¼ brass caps. These caps shall show the name of the surveyor or company making the survey, and the license number of the surveyor making the survey or certifying the survey. All PLSS corners shall be properly marked for identification as to the location in accordance with Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors, shall be referenced if subject to destruction, and again shall show the proper identification and license of the certifying surveyor. A corner record shall be recorded as per Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors. A copy will be provided to the City upon recordation.

b. Block and Lot corners, points of tangency (PT's) and points of curve (PC's) of all curves shall be marked by an iron pin not less than five-eighths (5/8) inches in diameter and not less than twenty-four (24) inches in length, with a brass or aluminum cap not less than 1 and one-half (1½) inches in diameter securely fastened to the top, unless otherwise impractical. These monuments will be set prior to the recording of the plat in the Office of the County Clerk unless approved by the City Surveyor.

c. Said corners shall be in place for final inspection by the Public Services Director upon completion of the sidewalk (curbwalk), or curb and gutter.

d. A digital copy of the Final Subdivision Plat shall be provided to the City, as required by the Casper Municipal Code ("Code"). No building permit shall be issued prior to the recording of the plat.

2.2 Construction Sequence:

Main water lines, sewer lines, storm sewer, streets, sidewalks, pavement overlays, and access drives shall be constructed in an orderly sequence, as the Addition is developed and built upon, so that there will be no gaps left in the paving, sidewalks, and other off-site improvements. Streets shall not be paved until all water lines, storm sewers, and property water and sewer services are in place and the ditches thereof properly backfilled and compacted, in accordance with City requirements. The Owner shall receive the approval of the Public Services Director prior to commencing any and all phases of construction.

2.3 Certification of Construction; Repair Obligations:

a. All improvements shall be designed and inspected by a Wyoming registered professional engineer, who shall certify that the improvements, including, but not limited to, streets, curbs, gutter, sidewalks, paving, parkways, utility systems, storm sewers, street lighting, street signs and striping, etc., have been constructed in accordance with plans and specifications approved by the Public Services Director. The certification by the engineer and approval by the City shall be in writing. Approval of the construction plans by the Public Services Director is required before a building permit will be issued by the City.

b. The Owner shall maintain, repair, and replace all improvements that fall within the warranty period as provided by the Code. This obligation includes maintenance, repair or replacement for any cause during such period, including acts of subcontractors. In the event the Owner fails to maintain, repair, or replace said improvements, the City shall have the right but not the obligation, at its option, to maintain, repair, or replace the same and Owner agrees to pay for any cost incurred thereby. Maintenance, repair, or replacement by the City does not relieve the Owner from its obligation under this paragraph and shall not be construed to be an acceptance of the improvements by the City.

c. Upon issuance of a "letter of acceptance" by the Public Services Director pursuant to the Code, the City will assume ownership and the responsibility for the maintenance of the improvements. The Owner shall be responsible for the maintenance, repair and replacement of the improvements until the City issues its "letter of acceptance."

2.4 Underground Utilities and Street Lights:

All new utilities shall be located underground. All street lights shall be installed in compliance with Code street-lighting standards at the Owner's sole expense. Streetlight pole materials shall be as approved in writing by the Public Services Director.

2.5 Soils Analysis:

The Owner shall provide the Public Services Director with a soils analysis concurrently with the submittal of subdivision construction plans. Individual lot test bores may be required on each lot, with a soil analysis for the foundation design at the sole discretion of the Public Services Director. Test results, soil analyses and foundation designs shall be submitted to the Community Development Director.

2.6 Erosion Control Program:

a. The Owner shall submit, and have approved by the Public Services Director, a comprehensive erosion control program for the area disturbed during construction activities to mitigate the adverse effects of blowing dirt or dust, and water erosion on other properties in the immediate area before the issuance of an earthwork, road cut or grading permit pursuant to the Code. An erosion and sediment control permit shall be obtained from the Public Services Director prior to any earthwork taking place in the Addition.

b. The Owner shall post security for its erosion control as required by the Code, and in a form acceptable to the City. It shall be the obligation of the Owner to keep any security in full force and effect, as required by the Code. In addition, the Owner shall furnish proof of the same to the Public Services Director upon demand of the City.

2.7 Retaining Walls and Fences:

Any retaining walls constructed within the subdivision by the Owner shall be designed and certified by a Wyoming registered professional engineer. The design(s) shall be submitted to the Public Services Director and Community Development Director for written approval before a building permit will be issued. Said walls shall be constructed within the boundaries of each lot and not on the property lines. Maintenance of said walls shall be the responsibility of each individual lot owner. Provided, however, retaining walls and fences shall not be constructed on any drainage easements, or on any other ways depicted on any other recorded instrument without the approval of the Public Services Director.

2.8 Water and Sewer:

All water and sewer improvements shall be constructed in full compliance with the Code as it exists at the time of construction, including, but not limited to the following requirements:

a. Curb boxes shall be left behind the sidewalk in front of each lot and the Owner shall protect, during the subsequent course of developing the Addition, valve boxes and curb boxes from damage, and be wholly responsible for the repair and replacement to the Public Services Director's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade, at the time the paving work is completed in the Addition.

b. The Owner shall construct the necessary water lines and appurtenances up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in

writing by the Public Services Director. Water line sizes shall be as determined by the Public Services Director.

c. The Owner, at its cost, shall install water service lines in accordance with Code specifications to the property line so as to serve each lot or building site in the Addition.

d. The Owner shall construct the necessary sewer lines up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Sewer sizes shall be as determined by the Public Services Director.

e. The Owner, at its own cost, shall install sewer service lines, in accordance with Code specifications, to the property line so as to serve each lot or building site in the Addition.

f. The Owner shall protect manhole covers and rings from damage in the course of constructing the line, and shall be solely responsible for repair or replacement to the Public Services Director's satisfaction. The Owner shall adjust such manhole rings and covers to finished grade. The Owner agrees to protect and save the City harmless from any loss or claim suffered by other sewer users to their real or personal property, and from personal injury or damages by reason of obstruction or damage to the sewer lines or any part thereof occasioned by present or future construction work on said Addition by the Owner. Said obligation shall continue until the sewer line and the system within the Addition is accepted by the Public Services Director by issuance of a "letter of acceptance." Provided, however, that acceptance of part of the system shall not relieve the Owner of the obligations herein imposed for the remaining improvements that have not been accepted within said Addition.

g. Prior to the issuance of a building permit for any new structure, or prior to the issuance of a plumbing permit to connect existing buildings to the water and sewer systems, the then-existing water system investment charge (connection charge), sewer system investment charge (connection charge) and water meter charge shall be paid to the City. The Owner will also pay to the Central Wyoming Regional Water System Joint Powers Board the then current Regional Water System investment charge for each building to be served with water.

h. All necessary water and sewer easements, in forms acceptable to the City, up to and through the subdivision shall be obtained by the Owner, which grant to the City the right of ingress and egress thereto for purposes of laying out, constructing, inspecting, maintaining and replacing water lines, sewer lines, its fire hydrants and other appurtenances.

i. The Owner agrees to abide by all federal, state and local laws, rules and regulations regarding the use of its water and sewer facilities, and water and sewer service, including, but not limited to, the Federal Pretreatment Regulations and all the Code sections relating to industrial pretreatment.

j. At such time as said water and/or sewer mains are installed by the Owner and a "letter of acceptance" is issued by the Public Services Director, the City shall pursuant to the Code, reimburse the Owner twice the difference in material cost between an eight (8) inch water and/or sewer main, or larger size if required by the development, and the required oversized main pursuant to the Code, as amended. Such reimbursement will be determined by the City based upon its most recent applicable material costs at the time of the Agreement execution. Reimbursement will only be based on oversizing of water and sewer mains larger than the size required by system analysis and approved by the Public Services Director.

2.9 Easements for all Utilities, Bikeways and Pedestrian Pathways:

Easements for all utilities and future bikeway/pedestrian pathways and access, in recordable forms acceptable to the City, must be provided prior to application for a permit to construct being made to the City. Mid-block pedestrian ways are required under Casper Municipal Code Section 16.16.020(B) for blocks over five hundred feet (500') in length. Those shall be maintained in good repair for use by the public by the property owners located immediately adjacent thereto. The immediately adjacent property owners are responsible for all costs and expenses thereof.

2.10 Street and Traffic Signs and Controls:

Owner shall pay for the cost and installation of all necessary on and off-site street and traffic control signage, signs signifying the street names, street striping, crosswalk striping, and traffic calming devices, as determined by the Public Services Director in his sole discretion.

2.11 Security Requirements:

In addition to and separate from the security required for erosion control, Owner shall comply with all Code requirements for all other security and surety requirements as set forth in the Code, including, but not limited to the financial surety and security for the project, landscaping and warranty period.

2.12 Record Drawings:

a. Owner shall submit "as-built" record documents for paving, drainage, water and sewer to the City prior to the issuance of the certificate of occupancy. Reproducible hard copy drawings shall be in the form of one (1) set of 4 mil Mylar, 24" x 36" labeled as "Record Drawings" and dated. Record Drawings

shall also be provided on electronic media in Adobe (pdf) format and in AutoCAD format or other format specified by Owner. Record documents shall be submitted on CDs, or other media as directed by Owner, labeled as "Record Drawings" and include the project name, City of Casper project number and date.

b. All digital files necessary for correct plotting of the final record drawings in the AutoCAD version, such as external references, pen assignments, images, etc. shall be provided. Any x-refs or other files that can be, shall be incorporated into the final drawings to minimize the manipulation necessary for plotting.

2.13 Completion of Infrastructure Improvements Prior to Certificate of Occupancy:

All required on-site and off-site improvements shall be completed and approved by the Public Services Director prior to the issuance of the first certificate of occupancy unless otherwise designated in this Agreement.

2.14 Other Costs in Separate Agreements:

If any recapture costs, costs for a drainage basin or sub-basin wide stormwater management program are applicable to this Subdivision, those costs shall be allocated in a separate exhibit attached to this Agreement. Failure of any such exhibit to be attached to this Agreement shall not relieve the Owner of its obligation to pay its proportionate share of those costs.

2.15 Stormwater, Flooding and Letters of Map Revisions:

a. Owner shall comply with and pay for all costs associated with any Stormwater Pollution Prevention Plan, Letter of Map Revision (LOMR), or other related requirements of Wyoming DEQ, Federal Emergency Management Agency (FEMA) or any other agency that has jurisdiction over the real property in impacted by this Agreement.

b. Owner shall provide the City with copies of all Stormwater Pollution Prevention Plan elements as reviewed and approved by Wyoming DEQ; any LOMR, along with the necessary submittals to update flood mapping in accordance with FEMA requirements, and documentation of Base Flood Elevations.

c. All requirements of this section shall be met prior to issuance of a permit to construct subdivision improvements.

2.16 Other Requirements:

This section has been intentionally left blank.

SECTION 3 - OBLIGATIONS OF CITY

The City shall issue a building permit and certificate of occupancy for the buildings in the Addition upon performance by the Owner of the conditions set forth herein, and upon Owner's compliance with all applicable Code requirements. All building permits will be issued by the Community Development Director in accordance with the Code.

SECTION 4 - REMEDIES

In the event the Owner fails to do, or fails to cause to be done, any of the requirements set forth in this Agreement in an expeditious manner, the City may, at its option, do any or all of the following:

a. Refuse to issue any building permits or certificates of occupancy to any person, including the Owner, or its heirs, successors, assigns and grantees.

b. After written notice to the Owner of any public improvements which have not been completed or properly completed, and upon Owner's failure to cure the same within a reasonable period of time, the City may complete any and all of the public improvements required by this Agreement by itself or by contracting with a third party to do the same. In the event the City elects to complete said improvements, or contracts with a third party to do so, the Owner agrees to pay any and all costs resulting therefrom upon demand by the City.

The remedies provided in this section are in addition to any other remedies specifically provided for in this Agreement, or which the City may otherwise have at law or in equity, and are not a limitation upon the same. The Owner further agrees to pay all reasonable attorneys' fees, court costs, and litigation costs in the event the City is required to enforce the provisions of this Agreement in a court of law.

SECTION 5 – GENERAL PROVISIONS

a. Successors and Assigns: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property that is the subject matter of this Agreement. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.

b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, *et seq.* The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.

e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.

f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.

g. No Third-Party Beneficiary Rights: The parties to this Agreement 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 parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

h. Severability: If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid, illegal or otherwise unenforceable, that provision or portion of the provision will be severed and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement.

i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Addresses for Owner(s) are found on page #1 of this Agreement	City of Casper Attn: Community Development Director 200 North David Casper, WY 82601 Fax: 307-235-8362

j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.

k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion and acceptance of the services and termination or completion of the Agreement.

l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.

m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in the State of Wyoming, properly registered and not delinquent with the Secretary of State.

n. Term: At the time the Owner files for a permit to construct, the then applicable code provisions shall apply for the life of the permit or under an extension that is approved by the Public Services Director. If the Owner fails to file for a permit to construct at the time of platting, all applicable provisions of the Code that have changed since the execution of this Agreement shall be required of the Owner at the time of permit application, and the City at its sole discretion may require a new Subdivision Agreement and/or the replatting of property. Provided, however, Code amendments pertaining to the health and safety of the public shall be complied with by the Owner during the term of this Agreement, regardless of the validity of the permit to construct.

The parties hereby enter into this Agreement on the day and year first written above.

[Signature pages follow.]

Signature Page for the City of Casper, Wyoming

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

Amanda Ainsworth
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this _____ day of _____, 2026, by Ray Pacheco, as the Mayor of the City of Casper.

(Seal, if any)

(Signature of notarial officer)

Title (and Rank)

My Commission Expires: _____

Signature Page for the Owner

WITNESS:

By: William Fehringer

Printed Name: William Fehringer

Title: Surveyor

OWNER
Wide Open Spaces Trust DTD 12/1/2025

By: Kelly

Printed Name: Kelly Wenzel

Title: Trustee

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 31st day of July, 2026, by Kelly Wenzel as the Trustee of Wide Open Spaces Trust DTD 12/1/2025.

(Seal, if any)

SAMI HERDT
Notary Public - State of Wyoming
Commission ID 152869
My Commission Expires MARCH 29, 2030

Sami Herdt
(Signature of notarial officer)

Title (and Rank)

My Commission Expires: 3-29-30

Signature Page for the Owner

WITNESS:

By: Josie Wagner

Printed Name: Josie Wagner

Title: Witness

OWNER
GWBT, LLC

By: [signature]

Printed Name: April Wenzl

Title: Trustee

STATE OF ~~WYOMING~~ South Dakota)
) ss.
COUNTY OF ~~NATRONA~~ Pennington)

This instrument was acknowledged before me on this 7th day of August, 2026, by April Wenzl as the trustee of GWBT, LLC.

(Seal, if any)

BAILEY KELLER NOTARY PUBLIC STATE OF SOUTH DAKOTA SEAL

Bailey Keller
(Signature of notarial officer)

Notary Public
Title (and Rank)

My Commission Expires: 9/23/2030

ORDINANCE NO. 12-26

AN ORDINANCE APPROVING A FINAL PLAT TO CREATE THE PARK RIDGE MEDICAL CAMPUS NO. 5 SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS, an application has been made for the approval of a final plat to create the Park Ridge Medical Campus No. 5 subdivision in the City of Casper, Wyoming; and,

WHEREAS, the property owner will enter into a written subdivision agreement for the Park Ridge Medical Campus No. 5 subdivision 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 City Council approve the plat following a public hearing; and,

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

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

SECTION 1:

The plat and subdivision agreement, as described above, are hereby approved, and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said documents.

SECTION 2:

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 15 day of September, 2026..

PASSED on 2nd reading the 6 day of October, 2026.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the ____ day of _____, 2026.

APPROVED AS TO FORM:

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

October 15, 2026

MEMO TO: Janine Jordan, City Manager JJ

FROM: Krista Johnston, Public Services Director
Shane Chaney, Chief of Police
Zulima Lopez, Parks, Recreation & Public Facilities Director
Alex Sveda, P.E., City Engineer
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Authorizing a Change Order for Construction Management Services with Sampson Construction Company, Inc., in the amount of $23,783,655.35 for the Casper Business Center Police Remodel Phase 3, Project No. 23-023.

Meeting Type & Date
Regular Council Meeting
October 20, 2026

Action Type
Resolution

Recommendation
That Council, by resolution, authorize a Change Order for Construction Management Services with Sampson Construction Company, Inc., in the amount of $23,783,655.35, for the Casper Business Center Police Remodel Phase 3, Project No. 23-023.

Summary
The proposed Casper Business Center Police Remodel Project includes critical reconstruction for the City of Casper. The eight (8) floor building was purchased with the primary goal of housing the complete Casper Police Department, along with the Information Technology division to provide support from this large, centralized facility. The building underwent demolition and asbestos abatement work which was completed in Spring 2025. The new design by Police Facilities Design Group (PFDG) will bring the building up to modern building code compliance and provide a useful space for existing and future operations of the Casper Police Department.

In order to bring the construction project within budget, City Staff procured an alternative delivery method of Construction Manager at Risk (CMAR) through Sampson Construction in May 2024. The CMAR method places a highly qualified construction contractor under contract prior to bidding and construction in order to provide value engineering to keep the project within budget. The CMAR, by contractual obligation, provides a Guaranteed Maximum Price, and manages the bidding and construction of the project with cost controls in place.

City Staff have taken a phased approach to the construction. The demolition and asbestos abatement were completed as Phase 1, and Phase 2 included the primary electrical power supply, plumbing and HVAC, utilities and exterior work, window replacements, roof replacements, and other large building components unrelated to specific floor plans and finishes. Phase 3 will include interior walls, insulation, finished electrical, plumbing and HVAC, fire suppression and alarm systems, and all finishes and specialty equipment to complete the building. Sampson Construction has received subcontractor bids for these work tasks, recommended the lowest qualified bidder in each case, and has submitted a Guaranteed Maximum Price (GMP) of $23,783,655.35 to the City according to contract requirements.

The City's consulting architect, Police Facility Design Group, and City Staff have reviewed the Change Order for the Phase 3 work package as submitted and proposed by Sampson Construction and recommend approval.

Financial Considerations

Funding for the construction GMP will be from the following combination of sources:

$17,500,000.00 - Certificates of Participation (COP's).
$ 614,123.00 - Excess Specific Use Tax for Public Safety Communications Center.
$ 42,012.00 - Interest on Specific Use Tax for Public Safety Communications Center.
$ 1,973,222.00 - Unspent or Unallocated 1%#17 funds for Casper Police Department.
$ 1,654,298.35 - General Fund Excess
$ 2,000,000.00 - Direct Distribution for FF&E
$23,783,655.35 - TOTAL CONTRACT AMOUNT

Council Adopted Goals

☐ Infrastructure
☐ Fiscal Stability
☐ Communication & Public Education

Oversight/Project Responsibility

Scott R. Baxter, Associate Engineer
Shane Chaney, Chief of Police

Attachments

Resolution
Change Order for Phase 3 GMP (Sampson Construction)
Exhibit A – Clarifications for Change Order for Phase 3 GMP (Sampson Construction)

APPROVAL AS TO FORM

I have reviewed the attached *Change Order 21 to the CMAR Agreement between the City of Casper and Sampson Construction Co., Inc. (Phase III)* and I approve it as to form on behalf of the City of Casper, Wyoming.

Dated: October 15, 2026.

Wallace Trembath III
Deputy City Attorney

OWNER CHANGE ORDER No. CO-021

TITLE:	Phase 3 Change Order	**DATE:**	10/14/2026
TO:	CITY OF CASPER 123 W 1ST ST CASPER, WY 82601	**JOB:**	24017
ATTN:	Alex Sveda	**PROJECT:**	Casper Business Center 123 W 1st St Casper, WY 82601

DETAILED DESCRIPTION OF WORK: Per Phase 3 Construction Documents dated 7/15/2026 issued by Police Facilities Design Group and subsequent addenda and bid bulletins (BB1 - 7/27/2026, BB2 - 7/31/2026, BB3 - 8/7/2026, BB4 - 8/13/2026, and BB5 - 8/21/2026), the Casper Business Center is moving into Phase 3 of construction which includes the interior buildout of six (6) of the eight (8) levels, revised site layout and a new sallyport. Clarifications are attached in "Exhibit A - Clarifications." The substantial completion date for all phases to date shall be October 6, 2028.

EXTRA CALENDAR DAYS: 0.00

Response is required within 10 working days to avoid schedule and/or cost implications.

Description	Cost
Phase 2 - Bond	(9,778.72)
Phase 3 - Bond	186,828.20
Phase 2 - Builders Risk Insurance	(4,960.10)
Phase 3 - Builders Risk Insurance	94,765.61
Phase 2 - General Liability Insurance	(9,300.19)
Phase 3 - General Liability Insurance	177,685.52
Phase 2 - Construction Contingency	(421,169.18)
Phase 3 - Construction Contingency	1,099,806.00
Phase 2 - Value Engineering Savings	(427,409.87)
Phase 2 - Elevators	(55,260.00)
Phase 2 - Scaffold Rental Credit	(78,156.20)
Phase 2 - Swing Stage Scaffold Credit	(75,000.00)
Phase 2 - General Conditions	(7,996.72)
Phase 2 - Temporary Facilities and Controls Labor	(15,220.55)
Phase 2 - Temporary Facilities and Controls Material	(14,599.06)
Bulletproof Windows Installation	3,700.00
Detention Furnishings Installation	1,320.00
General Conditions	1,641,029.00
Site Support	868,832.00
Selective Demolition	14,500.00

ACCEPTED:

	Sampson Construction Co., Inc.	POLICE FACILITIES DESIGN GROUP
By:	By:	By: matt veasman
	Logan Ridgway	Matt Veasman

Concrete Floor Finishes	55,795.00
Cast in Place Concrete	116,660.00
Base Plate Grout	2,400.00
Structural Steel	197,300.00
Wood Backing and Blocking	63,448.00
Sheathing (Courtroom Plywood)	10,011.00
Fluid Applied Air Barrier	28,200.00
Foamed in Place Insulation	25,404.00
Joint Sealants	19,034.00
Expansion Joint Assemblies	9,901.00
Interior Storefront Assemblies	36,188.00
Interior Glazing (HM Door Lites)	5,346.00
Mirrors	21,000.00
Exterior Ceilings (Stucco at L1)	8,000.00
Floor Protection	81,161.00
Wall and Door Protection (Corner Guards)	19,285.00
Emergency Specialties (AED)	10,255.00
Temporary HVAC	11,600.00
Storm Water Pollution Prevention	12,000.00
Pavement Markings	573.00
Decorative Metal Fences and Gates	8,325.00
Fire Tank Hookup	16,840.00
RMP Underground Allowance	0.00
Underground Plumbing Allowance	(95,213.29)
Winter Conditions Allowance	(50,000.00)
Elevator Allowance	684,372.00
Appliance Allowance	30,000.00
GMP Alternate #1 Allowance - Add MCT to Corridor 242	47,571.60
GMP Alternate #4 Allowance - Fire Suppression System in Room 822	90,266.00
GMP Alternate #6 Allowance - Bronze Plaque	5,357.85
GMP Alternate #7 Allowance - Flagpoles	29,279.80
GMP Alternate #8 Allowance - Replace Existing OHD's	111,231.00
GMP Alternate #10 Allowance - Ceiling Panels in Dispatch	30,303.75
GMP Alternate #11 Allowance - Top Coat Parking Lot	214,951.17
GMP Alternate #12 Allowance - Intumescent Coating On Spray Foam Insulation for Levels 5/6	13,000.00
Concrete	78,023.00
Masonry	361,725.00
Casework and Cabinetry	673,367.00
Foamed in Place Insulation	100,080.00
Metal Wall Panels	304,186.00

ACCEPTED:

	Sampson Construction Co., Inc.	POLICE FACILITIES DESIGN GROUP
By:	By:	By: matt veasman
	Logan Ridgway	Matt Veasman

Membrane Roofing	47,765.00
HM Doors and Frames	704,534.00
Door and Hardware Install	160,000.00
Rapid OHD's	211,620.00
Layout	38,986.60
Gypsum Board Assemblies	1,865,000.00
Acoustical Ceilings	569,113.00
Painting	394,700.00
Specialties	274,418.00
Signage	109,340.00
Bulletproof Windows	28,301.00
Detention Furnishings	9,680.00
Window Coverings	154,750.00
Elevators	513,112.15
Wheelchair Lifts	44,795.00
Fire Sprinkler	744,660.00
Full Mechanical	3,708,200.00
Full Electrical	5,500,000.00
Full Civil	504,700.00
Helical Piers	24,500.00
Flooring and Tile	921,610.00

Description	**Net Amount**
Phase 2 - Costs Subtotal	(1,263,796.88)
Phase 2 - Fee	(49,544.26)
Phase 3 - Costs Subtotal	24,150,424.25
Phase 3 - Fee	946,572.24

TOTAL:	23,783,655.35

Original Contract Sum was	**$13,423,752.00**
Net Change by Previously Authorized Requests and Changes	**$0.00**
Current Contract Sum is	**$13,423,752.00**
Prior Pending Requests and Changes	**$0.00**
This Change Order Amount	**$23,783,655.35**
New Contract Sum Including this Change Order and Prior Pending	**$37,207,407.35**

ACCEPTED:

		Sampson Construction Co., Inc.		POLICE FACILITIES DESIGN GROUP	
By:		By:		By:	matt veasman
			Logan Ridgway		Matt Veasman

Exhibit A - Clarifications

Sampson Construction

GENERAL CLARIFICATIONS

1 Pricing is based on the following documents:
- Casper Justice Center Drawings dated 7/15/2026 issued by Police Facilities Design Group (PFDG)
- Casper Justice Center Project Manual Volumes 1 & 2 dated 7/15/2026 issued by PFDG
- Bid Bulletin #1 Dated 7/27/2026 by Sampson Construction/Police Facilities Design Group
- Bid Bulletin #2 Dated 7/31/2026 by Sampson Construction/Police Facilities Design Group
- Bid Bulletin #3 Dated 8/7/2026 by Sampson Construction/Police Facilities Design Group
- Bid Bulletin #4 Dated 8/13/2026 by Sampson Construction/Police Facilities Design Group
- Bid Bulletin #5 Dated 8/21/2026 by Sampson Construction/Police Facilities Design Group

2 Costs included in this estimate are only valid through October 21st, 2026 and are based under the assumption that a signed Change Order will be provided by the Owner to proceed with the work associated with this change order prior to the aforementioned date.

3 GMP assumes all interior material selections will be provided by Police Facilities Design Group not later than January 31, 2027.

4 Building and Fire permit and plan review fees are to be paid by owner. Applicable subcontractor permits are included.

5 Capital Facility Fees, Tap Fees, System Investment Charges, etc. are to be paid by the Owner.

6 City Use Tax is to be paid by the Owner.

7 This price does not include any costs associated with upgrading utilities or infrastructure beyond what is shown on the plans.

8 Any utility extension fees are to be paid by the Owner including gas, water, and electric.

9 Temporary power, gas, and water is to be provided by Owner and paid for by Owner.

10 Site security is not included and will be billed out as a cost of the work if required. This is not anticipated.

11 We have included a chainlink temporary construction fence around the parking lot.

12 We have included Performance & Payment Bonds.

13 We have included a 5% Construction contingency. All savings will be returned to the Owner.

14 We have included a rate of 0.40% of the work cost of the work for Builder's Risk insurance coverage.

15 We have included a rate of 0.75% of the work cost of the work for General Liability insurance coverage.

16 We have included a rate of 0.75% of the work cost of the work for Performance & Payment bond.

17 We have included Fee at a rate of 3.95% for the work cost of the work.

18 3D BIM Coordination drawings are not included by the Contractor, and are not anticipated to be required.

19 All 3rd party testing and inspections are to be under a separate contract and paid for by the Owner.

20 General Conditions shall will be billed at actual cost and considered a cost of the work.

21 It is assumed the owner will be providing a third-party commissioning agent. We will support commissioning efforts as necessary and will coordinate with the selected commissioning agent.

22 We have not included any costs for material escalation or delays for any long lead materials due to unquantifiable changes in the current market conditions.

23 Notwithstanding anything to the contrary elsewhere in the Contract Documents, Construction Manager disclaims all responsibility for the following:
- costs and expenses related to or arising out of tariffs of every type and description;
- costs and expenses related to or arising out of laws not yet in effect as of the date hereof; and
- unforeseeable increases in the cost of goods, materials, or equipment.

24 Our Construction Timeline, based on the approval timeline in (2 & 3) above, shows Substantial Completion on or before October 6th, 2028, with the understanding there will still be construction related activities ongoing between Substantial Completion and Final Completion, scheduled for November 16, 2028.

25 We have not included any extra time for any material delays, shortages, unusual weather delay or world economic, health safety, or other unpredictable impacts.

26 All allowances include material, labor, equipment and shipping for a complete installation.

27 Cost loading and Resource Loading Schedules are not included.

28 Any AutoCAD .DWG or REVIT files required by subcontractors shall be made available at no cost to the contractors.

29 All value engineering items presented during the bid process or during the construction phase are to be considered by the Owner for savings on the project so long as they meet design intent.

30 Owner acknowledges that are responsible for a comprehensive investigation and review of all VE options and their corresponding impacts on the Project.

31 All final decisions on VE options will be made by the Owner in the Owner's sole discretion. It is assumed that these decisions will be made no later than November 30, 2026.

32 The project schedule in contingent upon all Requests For Information (RFI's) being answered within 7 calendar days per specification section 013000 3.09H and all submittals being returned from the design team within 15 calendar days per specification section 013000 3.15A8.

33 We have included 24 months of general conditions.

34 Our pricing does not include any hoisting of materials using a crane. We have included an exterior material hoist to load floors 3, 4, 7 & 8 with materials.

35 We have assumed all work is to be conducted while the building is unoccupied and unobstructed by existing tenants, vendors, or contractors for the Owner. This is to be facilitated, coordinated, and scheduled by the Owner so as to not interrupt construction

36 Structural drawings have only been provided for the Sally Port addition. Any Structural components not included in the Project Documents are not included in this change order.

37 Project schedule is contingent on all necessary utilities abandoning the alley east of the building prior to the critical date defined in the construction schedule.

38 Our pricing does not include utilizing the currently installed Mechanical and Plumbing equipment through the duration of work for Phase 3 for any temporary heating/cooling of the building. We have included costs for temporary heating via other methods.

39 Due to the nature of this project, there are existing conditions which may be in violation of current adopted building codes. These conditions are not quantifiable at this time, and not included in this change order, unless specifically noted in the Project Documents.

SPECIFIC DIVISION CLARIFICATIONS

DIVISION 2 EXISTING CONDITIONS CLARIFICATIONS

1 The Demolition scope is not drawn in it's entirety. As such, we are carrying a budgeted amount for this work. Any additional demolition required that exceeds the budget will need to be funded elsewhere.

2 Since this project is a remodel, existing conditions inside walls or structure may require additional work, which is not quantifiable at this time. This is not included in this change order.

3 Pricing assumes that Sampson Construction and its subcontractors will have full access to the adjacent parking garage for contractor parking as well as material storage.

4 We have not included any work related to the adjacent parking garage, its façade, the elevator, the doors, the existing structure or structures on the garage. We are assuming all of this required work will be performed under a separate contract.

5 We have not included any work related to the vacation of the City Easement or the relocation to the new easement in the East Parking Area, including excavation, demolition, utility work, backfilling, compaction, asphalt, striping, coordination, scheduling, power line removal, etc.

6 We have not included any costs to identify or remove any hazardous material.

DIVISION 3 BUILDING CONCRETE CLARIFICATIONS

1 Concrete scope is included only as it is noted in the Project Documents.

2 Colored concretes can be used as noted, but due to the nature of adding dye into a pour, an exact match cannot be guaranteed in separate pours

3 Pricing does not include any form liner, texture, or other additives to concrete.

4 Concrete finishing (Exterior and Sally Port) is assumed to be a typical broomed finish.

5 Concrete finishing (Interior) is assumed to be a trowel finish capable of accepting flooring adhesive.

6 Any use of snow-melt salt products within the first year after concrete placement will void the warranty.

7 The Owner acknowledges and accepts that all concrete furnished for this project will utilize Type IL cement. The Owner further acknowledges that Type IL cement may exhibit performance characteristics different from traditional Type I/II cement and may require specific maintenance practices, including but not limited to ice melt selection and application.

DIVISION 4 MASONRY CLARIFICATIONS

1 Pricing does not include any work related to re-finishing existing façade that is currently damaged or missing.

2 CMU coursing is to be determined based on standard installation practices. Any specific coursing requirements is to be determined by the Architect prior to installation and may have a cost impact.

3 Due to the absence of structural details, lintels above opening are assumed to be CMU. Any steel lintels that are required but are not currently shown in the Project Documents may have a cost impact.

4 Electrical shown on CMU walls is assumed to be surface mounted unless noted otherwise in the Project Documents. This includes Door Access Controls, Outlets, Switches, and other accessory electrical components.

DIVISION 5 METALS CLARIFICATIONS

1 Pricing includes fabrications to the existing handrails in the stairwells. It specifically does not include any work related to the inside path handrails in the stairwells as far as it relates to the top rail. We are assuming the building code impacts of this existing condition have been discussed with the City of Casper Building Department.

2 Pricing does not include any miscellaneous steel not shown in the project documents, including any supports for ceiling-suspended fixtures, corner guards, gates, trash enclosures, etc.

3 Welding inspections, bolt inspections, or other structural inspections are not included.
4 Pricing does not include any exterior DTM painting of steel or powder coating of any metals.
5 Any structural elements for the Screen Wall shown on sheet A304 are excluded.

DIVISION 6 WOODS, PLASTICS, COMPOSITES CLARIFICATIONS

1 Backing and blocking as required by IBC code and documented in the Project Documents is included.
2 Pricing does not include any blocking or backing as related to owner furnished equipment or furniture to be supplied by the Owner. If this should be installed, it is to be coordinated with the GC/CMAR prior to the scheduled installation date.
3 Pricing includes parapet replacement and installation as noted in the Project documents, it does not include any additional parapet blocking that may be required due to existing conditions.
4 All IT/ IDC/IDF/ ELECTRICAL rooms requiring a fire-resistant plywood are not assumed to be sealed or painted, unless noted specifically in the Project Documents

DIVISION 7 THERMAL & MOISTURE PROTECTION CLARIFICATIONS

1 Damp Proofing is not included in the Project Documents and as such is excluded from this change order.
2 Caulking is only included as it relates to the main building and sallyport addition. Pricing does not include any joint sealants related to the existing Parking Garage, adjacent sidewalks, or other assemblies outside of the building footprint.
3 Caulking and roof sealants for vendors and leased contractors using the building will be required to utilize specific caulking which meets the warranty requirements for the assembly, including any fasteners through the roof membrane. Failure to utilize the proper product could impact the assembly warranty.
4 We have included an Allowance for Spray foaming and applying intumescent coating to the exterior walls on floors 5 and 6.
5 The Evidence collection area in the Concourse level has a leak from the parking garage. We have not investigated the origin of the leaking assembly. We will coordinate and facilitate any necessary investigation, but we have not included any costs at this time to mitigate this leaking assembly.
6 We have invluded fire stopping at all indicated locations, but are excluded for existing assemblies or locations not identified within the contract documents.

DIVISION 8 DOORS & WINDOWS CLARIFICATIONS

1 We have included costs for the door, frame and hardware package as shown.
2 We have assumed final keying will be provided by owner. Construction cores & keys are included.
3 Electrified hardware is limited to what is shown in the hardware schedule.
4 Does not include hardware revisions that may be issued in a future ASI per Police Facilities Design Group.
5 Access control sequencing is to be determined by Architect/ Owner.
6 We have carried an allowance to replace the overhead doors as determined by Owner and Police Facilities Design Group
7 We have excluded ADA operators as none are shown on the electrical plans nor the hardware schedule.

DIVISION 9 FINISHES CLARIFICATIONS

1 Bullet resistant sheetrock is only included to the extent shown in the Project Documents.
2 We have carried an allowance per GMP Alternate #1 to add MCT Security Ceilings to Corridor 242
3 Fire tape finish at all areas not to be exposed to view, above finished ceilings, mechanical rooms, etc.
4 All areas tagged "OTS" are to be painted per correspondence between PFDG and Sampson on 09/15/26
5 Flooring per finish plan. Moisture testing of substrate is excluded.
6 We have included an allowance of $30,303.75 for acoustical ceiling panels in Dispatch.
7 Tile layout to be determined by Architect or Owner. If layout is not provided, standard installation and layout will be used.

DIVISION 10 SPECIALTIES CLARIFICATIONS

1 We have included an allowance of $29,279.80 to procure and install (3) flagpoles. Location and details to be supplied by Police Facilities Design Group. These were not shown on the project documents.
2 We have included an allowance of $5357.85 for a bronze plaque as specified but not shown in the drawings. Quantity is assumed to be 1. Location and details to be provided by Police Facilities Design Group.

DIVISION 11 EQUIPMENT CLARIFICATIONS

1 Per coordination with Casper Police Dept., lockers, shelves, furniture, safes, drying cabinets, gun cleaning equipment are to be Owner provided and installed by the Owner. All forementioned items are to be included in the Owner's Fixtures, Furniture, and Equipment (FFE) package.

2 We have carried an allowance of $30,000.00 to provide and install any appliances not identified with a responsibility in the Project Documents.

DIVISION 12 FURNISHINGS CLARIFICATIONS

1 All window roller shades are assumed to be manual operation. No electric shades or power for electric shades have been included.
2 We have not included any window treatments for the judge's chamber rooms.
3 All other furniture, fixtures and equipment is to be provided by Owner, unless noted in the Project Documents to be by GC/CMAR.

DIVISION 14 CONVEYING EQUIPMENT

1 We have carried an allowance of $684,372.00 for elevator upgrades.
2 We have included $513,112.15 for modernizing the 4th elevator and upgrading cab finishes on the three (3) existing traction elevators.

DIVISION 21 FIRE SUPPRESSION CLARIFICATIONS

1 This Change Order includes a 15,000 gallon back-up water tank for fire suppression. This size of this tank is subject to verification based on final sprinkler demand via delegated design submittal.
2 It is assumed that the stairwell standpipes can be used for fire suppression distribution throughout the building.
3 Fire service to building is assumed to be 6".
4 We have included an allowance of $90,266.00 to run a "clean agent" fire suppression system in Room 822.
5 Fire suppression system is part of a delegated design and could impact some architectural elements. Changes to any conflicting components are not included.

DIVISION 22/23 PLUMBING/HVAC CLARIFICATIONS

1 We are assuming 5 psi gas pressure is adequate for the equipment specified.
2 Plumbing design is assumed to meet all adopted City of Casper Code requirements.
3 We have excluded coordination drawings and any BIM modeling.
4 Warranty on the Air Handlers and the Chiller is good for 30 months after shipment.
5 Commissioning is to be provided by the Owner. Commissioning agent is expected to coordinate with the schedule issued by the GC/CMAR.

DIVISION 26/28 ELECTRICAL CLARIFICATIONS

1 Fire Alarm system is included but is subject to change based on AHJ review comments.
2 AV systems are included.
3 Full UL Certification of the Lightning Protection System is not included.
4 Security & Access Control systems rough-in and wiring and devices are included as indicated in the Project Documents.
5 Any active network equipment is excluded.
6 Power for the project is to be utilized using permanent power from the new transformer and gear installed in Phase 2.
7 Building paging system is not included as the only reference to this system is a only a one-line diagram in the project documents. We assume that if paging for the entire building is desired then a full paging design will be forthcoming from the design team.

DIVISION 31 EARTHWORK CLARIFICATIONS

1 Price includes all survey as needed.
2 Price includes a SWPPP plan, complete with BMP maintenance and monitoring as required by City of Casper and DEQ standards.
3 Until the alley vacation is complete and all utilities have vacated the alley, Sallyport work cannot commence.
4 We have not included any work related to removing unforeseen obstructions below grade nor any provisions to relocate utilities to avoid these obstructions.
5 We assume all base courses are to conform to the City of Casper Public Works standard specification.
6 It is assumed that utility contractors relocating to the new easement will comply with SWPPP requirements until they return surfacing to its original condition.

DIVISION 32 EXTERIOR IMPROVEMENTS CLARIFICATIONS

Exhibit A - Clarifications

Sampson Construction

1. We have included an allowance of $214,951 for a 2" Plant Mix Asphalt (1/2" mix) overlay to the entirety of the paved surface on the east parking lot should it be necessary after various utility relocations.
2. We have excluded landscaping and irrigation in it's entirety. If irrigation sleeves are required beyond what is shown in the contract documents, it is assumed to be by the Owner.
3. We have not included any curb replacement for alley vacation utility relocation.
4. Pricing does not include any concrete work related to landscaping, curbs, sidewalks, or replacement of architectural landscaping elements.
5. We have included concrete surfacing in areas shown on C1.0 to be replaced as asphalt. The proximity to other structures and tight drainage tolerances do not allow for asphalt to be utilized in these locations.

DIVISION 33 UTILITIES CLARIFICATIONS

1. Any piping from the fire suppression tank between the tank and the building is assumed to be HDPE as the final design for this system has not been determined.

RESOLUTION NO. 26-249

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 21 FOR CONSTRUCTION MANAGEMENT SERVICES WITH SAMPSON CONSTRUCTION COMPANY, INC., FOR THE CASPER BUSINESS CENTER POLICE REMODEL PHASE 3, PROJECT NO. 23-023.

WHEREAS, the City of Casper desires to proceed with construction and construction management services for the Casper Business Center Police Remodel Phase 3 Project; and,

WHEREAS, Sampson Construction Company, Inc., is able and willing to provide those construction and construction management services described in Change Order No. 21 to the Agreement.

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, Change Order No. 21 to the Contract with Sampson Construction Company, Inc., in the amount of Twenty-Three Million Seven Hundred Eighty-Three Thousand Six Hundred Fifty-Five and 35/100 Dollars ($23,783,655.35) for services more specifically delineated in the Phase 3 Change Order.

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 Twenty-Three Million Seven Hundred Eighty-Three Thousand Six Hundred Fifty-Five and 35/100 Dollars ($23,783,655.35).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2026.

APPROVED AS TO FORM:

Walter Trenerry

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

September 30, 2026

MEMO TO: Janine Jordan, City Manager JJ for JJ

FROM: Krista Johnston, P.E., Public Services Director KJ
Casey Lynch, Streets Manager
Alex Sveda, P.E., City Engineer AS

SUBJECT: Authorizing Change Order No. 1 with Falcon Construction, LLC, in the amount of $25,025, for the Downtown Alley Paving, Project No. 24-079.

Meeting Type & Date
October 30, 2026 Regular Council Meeting

Action Type
Resolution

Recommendation
That Council, by resolution, authorize Change Order No. 1 (CO1) with Falcon Construction, LLC (Falcon), in the amount of $25,025, for the Downtown Alley Paving, Project No. 24-079.

Summary
The project includes the removal and replacement of the existing alley surfacing located from Center Street to Wolcott Street and Wolcott Street to Durbin Street between 1st Street and 2nd Street to improve surface condition and drainage. The project also includes solar wall pack lighting as an enhancement to the alley.

CO1 includes protective covers to five (5) existing uncovered window wells/coal chutes on the sublevel of several buildings adjacent to the alley where work is occurring. These voids were previously paved over with past alley maintenance and were revealed and exposed during the current project's pavement removal. The recommended remedy for proper protection and lateral support is to install a structural barrier at the outside of each building location and fill the void with compacted granular base material, all prior to final paving. The cost of this remedy is in the amount of $1,225 ($6,125 each window well/coal shoot).

CO1 also includes 540 square yards of concrete removal concealed under the existing asphalt surface. The original bid did not include subsurface concrete removal, only at-surface concrete alley approaches at a unit price of $35 per square yard. Using this unit price, the additional cost of concrete removal is in the amount of $18,900.

The project has been designed by Morrison Maierle, Inc. (Morrison Maierle). Both Morrison Maierle and City Staff have reviewed CO1 from Falcon, in the amount of $25,025, and recommend approval.

The completion date for the project is October 30, 2026.

Financial Considerations

Funding for this change order will be from contingency funds, set at $6,325 from One Cent #17 funds allocated to Streets at award. The balance of contingency funds needed for the remainder of CO1, in the amount of $18,700, is from One Cent #17 funds allocated to Streets through a budget transfer utilizing excess funds from the Poplar Street – CY to Collins Enhancement project.

Change Order (CO) Number	Amount	Funding Source	Applied to Contingency set at Council Award	Remaining Contingency after CO is applied
#1	$25,025	One Cent #17 funds allocated to Streets	Yes	$0

Council Adopted Goals

☒ Infrastructure
☒ Fiscal Stability
☒ Communication & Public Education

Oversight/Project Responsibility

Alex Sveda, City Engineer

Attachments

Resolution
CO1

CITY OF CASPER
CHANGE ORDER

DATE OF ISSUANCE: 09/30/2026 NO. One (1)

PROJECT: Downtown Alley Paving, Project No. 24-079

OWNER: City of Casper, Wyoming

CONTRACTOR: Falcon Construction, LLC

ARCHITECT/ENGINEER: Morrison-Maierle, Inc.

You are directed to make the following changes in the Contract Documents:

Description: This Change Order No. 1 (CO1) includes protection to the five (5) existing uncovered window wells previously paved over and revealed/exposed with project existing pavement removal, in the amount of $6,125 ($1,225 each). CO1 also includes 540 square yards of concrete removal concealed under the existing asphalt surface, in the amount of $18,900. The total amount of CO1 is $25,025.

Attachments: COR # CDTAP – 001 from Falcon Construction, LLC, dated 09/25/26

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: $256,375.00	Original Contract Time: (days or date) Substantial completion: October 23, 2026; Final completion: October 30, 2026
Previous Change Orders No. 0 to 1:	Net change from previous Change Orders (days): 0
Contract Price prior to this Change Order: $256,375.00	Contract Time prior to this Change Order: Substantial completion: October 23, 2026; Final completion: October 30, 2026
Net **Increase**/~~Decrease~~ change of this Change Order: $25,025.00	Net Increase/~~Decrease~~ of this Change Order: (calendar days) -- 0--
Contract Price with all approved Change Orders: $281,400.00	Contract Time with all approved Change Orders:(date) Substantial completion: October 23, 2026; Final completion: October 30, 2026

ACCEPTED:	RECOMMENDED:	APPROVED:
BY: _____	BY: _____	BY: _____
Contractor	Architect/Engineer	Owner

Falcon Construction
PO BOX 7280
Gillette, Wyoming, 82716

COR # CDTAP - 001
Date: 09/30/26

Change Order Request

Prepared For: City of Casper
Project: City of Casper 24-079 Downtown Alley Paving

Change Order Description	Qty	Units	Rate	Total
#5 rebar needs to be dowelled into the existing foundation at 12" centers at a depth of 6". Rebar will extend across the windows the entire length and width of the building with 3" spacing on the side not doweled.	5	EA	$1,225.00	$6,125.00
540 yd² of Concrete Removal in the alleyway between S Center St and S Wolcott St	540	YD	$35.00	$18,900.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$25,025.00

Change Order Price Increase/Decrease $25,025.00

Client Signature — Approval Date

Kayla Sisneros — 9/30/2026

Representative, Falcon Construction — Approval Date

RESOLUTION NO. 26-260

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO AGREEMENT WITH FALCON CONSTRUCTION, LLC, FOR THE DOWNTOWN ALLEY PAVING, PROJECT NO. 24-079.

WHEREAS, the City of Casper entered into an agreement with Falcon Construction, LLC (Falcon), for the Downtown Alley Paving, Project No. 24-079; and,

WHEREAS, Change Order No. 1 is necessary to install remedies to existing uncovered window wells/coal shoots adjacent to the work and located on the building subsurface during the paving work; and,

WHEREAS, Change Order No. 1 is also necessary to include additional removal of subsurface concrete encountered during the work; and,

WHEREAS, Falcon is able and willing to provide those services specified as Change Order No. 1 to the agreement for the Downtown Alley Paving, Project No. 24-079, and further described therein.

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, this Resolution authorizing Change Order No. 1 to the agreement with Falcon, for a price increase of and Twenty-Five Thousand Twenty-Five and 00/100 Dollars ($25,025.00), for the Downtown Alley Paving, Project No. 24-079.

BE IT FURTHER RESOLVED: That the mayor is authorized to execute Change Order No. 1.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total Change Order No. 1, in the amount not to exceed Twenty-Five Thousand Twenty-Five and 00/100 Dollars ($25,025.00), for a total contract price not to exceed Two Hundred Eighty-One Thousand Four Hundred and 00/100 Dollars ($281,400.00).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2026.

CO1 - Falcon
Downtown Alley Paving
Project No. 24-079

APPROVED AS TO FORM:

_____

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

_____

Amanda Ainsworth
City Clerk

_____

Ray Pacheco
Mayor

CO1 - Falcon
Downtown Alley Paving
Project No. 24-079

September 25, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Liz Becher, Community Development Director
Craig Collins, AICP, City Planner

SUBJECT: Resolution Approving the Final Plat of the Karst Addition Subdivision.

Meeting Type & Date:
Regular Council meeting, October 20, 2026

Action Type:
Resolution

Recommendation:
That Council, by resolution, approve the vacation and replat creating the Karst Addition subdivision, and the Karst Addition Subdivision Agreement.

Summary:
The request is for a vacation and replat of Lot 13, Block 11 of "Lots 9 Through 15, Block 11, Eastgate II," and Lot 3 of "Goen Addition, Lots 3-5," to create the proposed Karst Addition subdivision, located at 4701 East 12th Street and 1233 Donegal Drive. The subject properties are located within an established residential neighborhood and are zoned R-2 (One Unit Residential). The proposed replat vacates the existing lot configurations and creates two new residential lots identified as Lot 1 and Lot 2 of Karst Addition. Proposed Lot 1 contains 1.82-acres, while Proposed Lot 2 contains 0.26-acres.

The purpose of the replat is to transfer a portion of the existing property from proposed Lot 1 to proposed Lot 2, thereby enlarging Lot 2. No additional residential lots are being created, and no increase in density will result.

The Planning and Zoning Commission voted unanimously to approve the vacation and replat after a public hearing on September 10, 2026. There were no public comments, no recommended conditions forwarded by the Planning and Zoning Commission, and the subdivision agreement is standard/boilerplate.

Financial Considerations:
Not Applicable to the site plan application

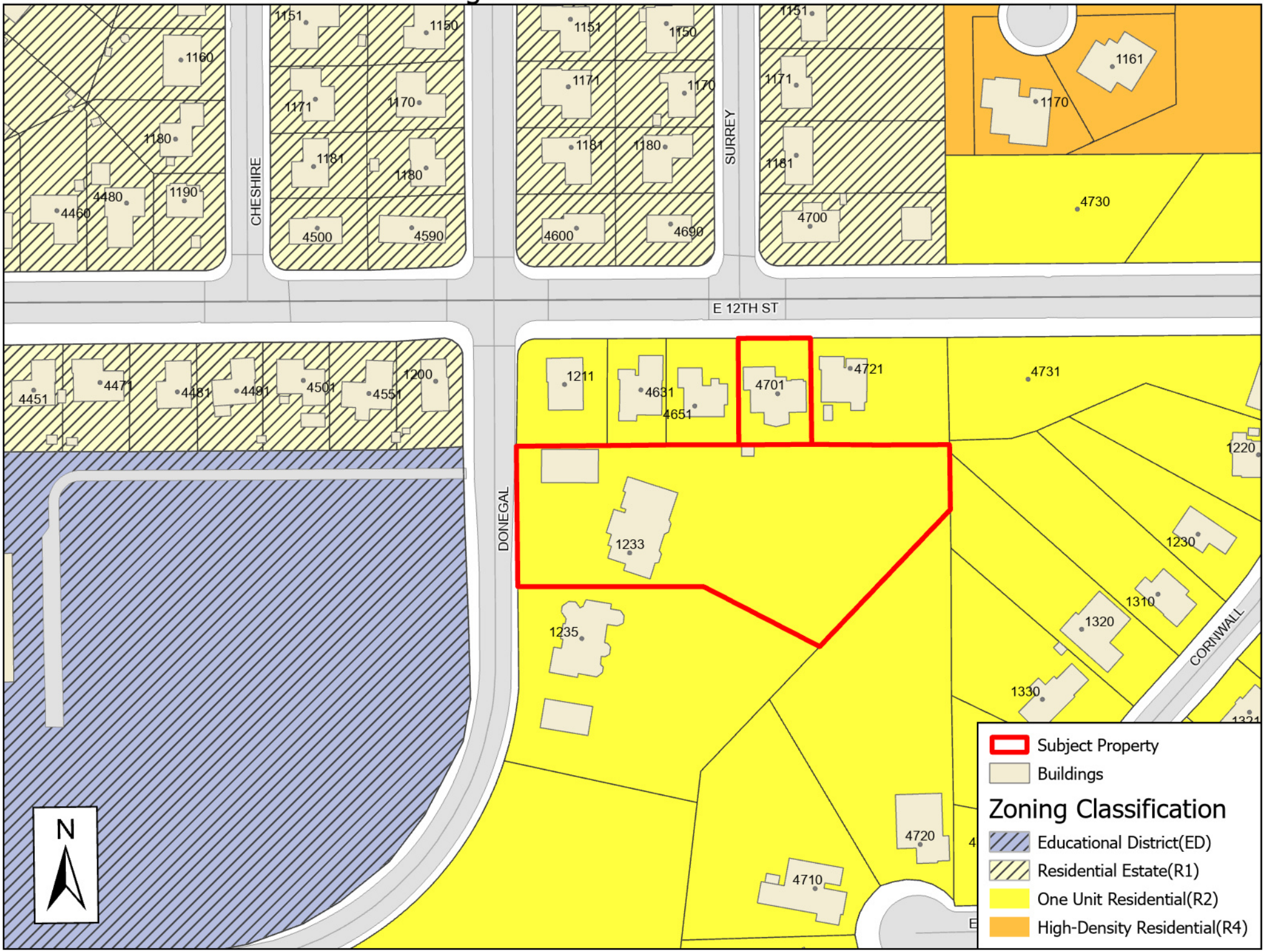
Council Adopted Goals:
Fiscal Stability – the approval of the Karst Addition will allow the property owners full enjoyment of the properties.

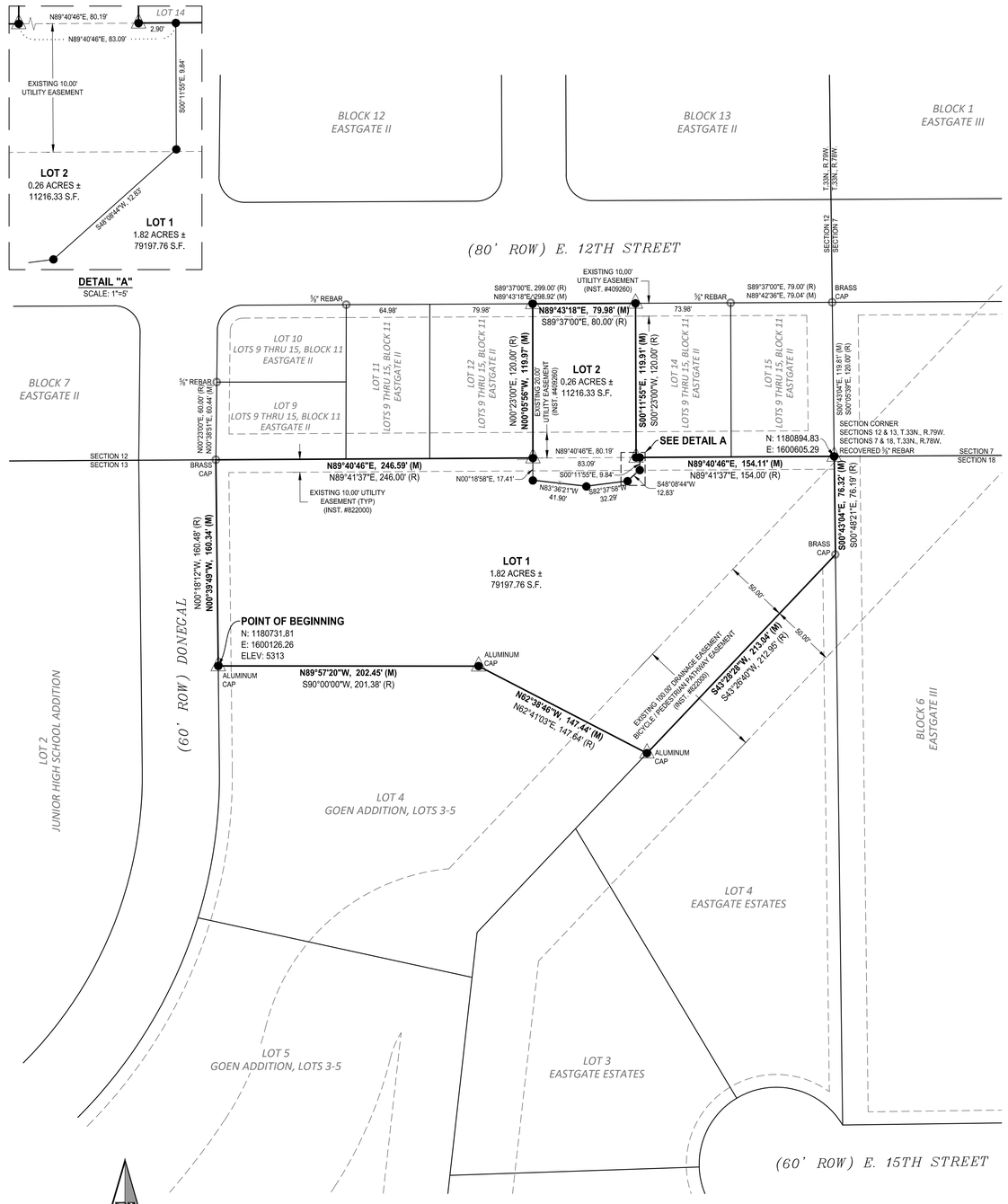
Oversight/Project Responsibility:
Community Development Department (Planning Division)

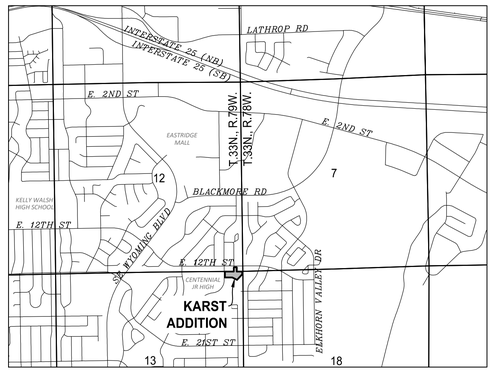
Attachments:
Location Map
Zoning Map
Plat
Subdivision Agreement

Plat - "Karst Addition" subdivision

Zoning - "Karst Addition" subdivision







VICINITY MAP
SCALE: 1"=2000'

LEGEND

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

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

APPROVALS

APPROVED BY THE CITY OF CASPER PLANNING AND ZONING COMMISSION OF CASPER, WYOMING
THIS _____ DAY OF _____, 2026.

ATTEST: _____ _____
SECRETARY CHAIRMAN

APPROVED BY THE CITY COUNCIL OF CASPER, WYOMING BY RESOLUTION NO. _____, DULY PASSED,
ADOPTED AND APPROVED THIS _____, DAY OF _____, 2026.

ATTEST: _____ _____
CITY CLERK MAYOR

INSPECTED AND APPROVED THIS _____, DAY OF _____, 2026.

_____
CITY ENGINEER

INSPECTED AND APPROVED THIS _____, DAY OF _____, 2026.

_____
CITY SURVEYOR

NOTES

1. ERROR OF CLOSURE = 1:143,410.
2. BASIS OF BEARINGS IS THE WYOMING STATE PLANE COORDINATE SYSTEM, EAST CENTRAL ZONE, NAD 1983/2011.
3. CONVERGENCE ANGLE AT POINT OF BEGINNING = 0°43'46.37"
   COMBINED FACTOR = 0.99978013
4. ALL DISTANCES ARE GRID.
5. ELEVATIONS SHOWN ARE NAVD88 AND ARE FOR REFERENCE ONLY.

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 JULY, 2026, AND THAT THIS PLAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, CORRECTLY AND ACCURATELY REPRESENTS SAID SURVEY. ALL BEING TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Professional Land Surveyor
William R. Fehringer
5528
Date
WYOMING

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY WILLIAM R. FEHRINGER
THIS _____ DAY OF _____, 2026.
WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES _____

_____
NOTARY PUBLIC

CERTIFICATE OF DEDICATION

STATE OF WYOMING }SS
COUNTY OF NATRONA

THE UNDERSIGNED, DAVID A. KARST LIVING TRUST dtd 11/29/2012 AND CORIE J. KARST LIVING TRUST dtd 11/29/2012 AND MICHAEL J. COX & CHERYL L. COX, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF THE FOLLOWING VACATION AND REPLAT OF LOT 13, BLOCK 11 OF LOTS 9 THRU 15, BLOCK 11, EASTGATE II (RECORDED JULY 3, 1986 AS INSTRUMENT NO. 409260) AND VACATION AND REPLAT OF LOT 3, GOEN ADDITION, LOTS 3-5 (RECORDED JUNE 27, 2007 AS INSTRUMENT NO. 822000) SITUATE IN THE SE1/4SE1/4, SECTION 12 AND THE NE1/4NE1/4, SECTION 13, T.33N., R.79W., 6TH PRINCIPAL MERIDIAN, NATRONA COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE PARCEL AND A POINT ON THE EAST RIGHT-OF-WAY LINE OF DONEGAL, ALSO BEING THE NORTHWEST CORNER OF LOT 4, GOEN ADDITION, LOTS 3-5, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE N00°39'49"W, ALONG THE WEST LINE OF THE PARCEL AND THE EAST RIGHT-OF-WAY LINE OF SAID DONEGAL, A DISTANCE OF 160.34 FEET TO THE NORTHWEST CORNER OF THE PARCEL AND THE SOUTHWEST CORNER OF LOT 9, LOTS 9 THRU 15, BLOCK 11, EASTGATE II, MONUMENTED BY A BRASS CAP;

THENCE N89°40'46"E, ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH LINE OF SAID LOTS 9 THRU 15, BLOCK 11, EASTGATE II, A DISTANCE OF 246.59 FEET TO THE SOUTHEAST CORNER OF LOT 12, LOTS 9 THRU 15, BLOCK 11, EASTGATE II, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE N00°05'56"W, ALONG THE EAST LINE OF SAID LOT 12, LOTS 9 THRU 15, BLOCK 11, EASTGATE II, A DISTANCE OF 119.97 FEET TO THE NORTHEAST CORNER OF SAID LOT 12, LOTS 9 THRU 15, BLOCK 11, EASTGATE II AND A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF EAST 12TH STREET, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE N89°43'18"E, ALONG THE NORTH LINE OF THE PARCEL AND THE SOUTH RIGHT-OF-WAY LINE OF SAID EAST 12TH STREET, A DISTANCE OF 79.98 FEET TO THE NORTHWEST CORNER OF LOT 14, LOTS 9 THRU 15, BLOCK 11, EASTGATE II, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE S00°11'55"E, ALONG THE WEST LINE OF SAID LOT 14, LOTS 9 THRU 15, BLOCK 11, EASTGATE II, A DISTANCE OF 119.91 FEET TO THE SOUTHWEST CORNER OF SAID LOT 14, LOTS 9 THRU 15, BLOCK 11, EASTGATE II, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE N89°40'46"E, ALONG THE SOUTH LINE OF SAID LOTS 9 THRU 15, BLOCK 11, EASTGATE II, A DISTANCE OF 154.11 FEET TO THE NORTHEAST CORNER OF THE PARCEL AND THE SOUTHEAST CORNER OF LOT 15, LOTS 9 THRU 15, BLOCK 11, EASTGATE II, ALSO BEING A POINT ON THE WEST LINE OF BLOCK 6, EASTGATE III, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE S00°43'04"E, ALONG THE EAST LINE OF THE PARCEL AND THE WEST LINE OF BLOCK 6, EASTGATE III, A DISTANCE OF 76.32 FEET TO THE NORTHEAST CORNER OF LOT 4, EASTGATE ESTATES, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE S43°28'28"W, ALONG THE SOUTHERLY LINE OF THE PARCEL AND THE NORTH LINE OF SAID LOT 4, EASTGATE ESTATES, A DISTANCE OF 213.04 FEET TO THE NORTHEAST CORNER OF SAID LOT 4, GOEN ADDITION, LOTS 3-5, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE N62°38'46"W, ALONG THE SOUTH LINE OF THE PARCEL AND THE NORTH LINE OF SAID LOT 4, GOEN ADDITION, LOTS 3-5, A DISTANCE OF 147.44 FEET TO A POINT, MONUMENTED BY A BRASS CAP SET THIS SURVEY;

THENCE N89°57'20"W, ALONG THE SOUTH LINE OF THE PARCEL AND THE NORTH LINE OF SAID LOT 4, GOEN ADDITION, LOTS 3-5, A DISTANCE OF 202.45 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 2.08 ACRES, (90,414.09 S.F.) MORE OR LESS, AND IS SUBJECT TO ANY RIGHTS-OF-WAY, AND/OR EASEMENTS, RESERVATIONS, AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE TRACT 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 "KARST ADDITION" 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. ALL ROADS AND STREETS AS SHOWN HEREON HAVE BEEN PREVIOUSLY DEDICATED TO THE USE OF THE PUBLIC.

DAVID A. KARST LIVING TRUST dtd 11/29/2012
P.O. BOX 566
MILLS, WYOMING 82644

DAVID A. KARST, TRUSTEE, DAVID A. KARST LIVING TRUST dtd 11/29/2012 — CORIE J. KARST, TRUSTEE, DAVID A. KARST LIVING TRUST dtd 11/29/2012

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY DAVID A. KARST AND CORIE J. KARST, TRUSTEES OF THE DAVID A. KARST LIVING TRUST dtd 11/29/2012, THIS _____ DAY OF _____, 2026.

WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES _____

_____
NOTARY PUBLIC

CORIE J. KARST LIVING TRUST dtd 11/29/2012
P.O. BOX 566
MILLS, WYOMING 82644

DAVID A. KARST, TRUSTEE, CORIE J.. KARST LIVING TRUST dtd 11/29/2012 — CORIE J. KARST, TRUSTEE, CORIE J. KARST LIVING TRUST dtd 11/29/2012

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY DAVID A. KARST AND CORIE J. KARST, TRUSTEES OF THE CORIE J. KARST LIVING TRUST dtd 11/29/2012, THIS _____ DAY OF _____, 2026.

WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES _____

_____
NOTARY PUBLIC

MICHAEL J. COX & CHERYL L. COX
4701 E. 12TH STREET
CASPER, WYOMING 82609

MICHAEL J. COX – OWNER — CHERYL L. COX – OWNER

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MICHAEL J. COX & CHERYL L. COX,
THIS _____ DAY OF _____, 2026.

WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES _____

_____
NOTARY PUBLIC

A VACATION AND REPLAT OF LOT 13, BLOCK 11 OF LOTS 9 THRU 15, BLOCK 11, EASTGATE II AND LOT 3 OF GOEN ADDITION, LOTS 3-5

AS

KARST ADDITION

AN ADDITION TO THE CITY OF CASPER, WYOMING
BEING A PORTION OF THE SE1/4SE1/4, SECTION 12, AND
NE1/4NE1/4, SECTION 13,
T.33N., R.79W., 6TH P.M.
NATRONA COUNTY, WYOMING

W.O. 26-183

M:\Land 2026\Survey\26-183 Cox Replat\Drawings\Plats\26-183_KARST ADDITION.dwg, 8/17/2026, Shannon Garrison

KARST ADDITION
SUBDIVISION AGREEMENT

This Subdivision Agreement ("Agreement") is made and entered into this ____ day of _____, 20____, by and between the following parties:

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

2. David A. Karst Living Trust dtd 11/29/2012, PO Box 566, Mills, Wyoming 82644 ("Owner").

3. Corie J. Karst Living Trust dtd 11/29/2012, PO Box 566, Mills, Wyoming 82644 ("Owner").

4. Michael J. Cox & Cheryl L. Cox, 4701 East 12th Street, Casper, Wyoming 82609 ("Owner").

Throughout this Agreement, City and Owner may be individually referred to as a "party" or collectively referred to as the "parties."

RECITALS

A. Whenever the Public Services Director, City Engineer, Community Development Director, or other City official is mentioned in this Agreement, it shall be deemed to include their designees.

B. Owner has applied to vacate and replat Lot 13, Block 11 of "Lots 9 thru 15, Block 11, Eastgate II" and Lot 3 of "Goen Addition, Lots 3-5" to create "Karst Addition" subdivision, located at 4701 East 12th Street and 1233 Donegal Street.

C. A plat of Karst Addition ("Addition") has been prepared by the Owner, and approved by the City of Casper, and shall be signed and recorded at the Natrona County Clerk's Office concurrently with this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

SECTION 1 – INCORPORATION OF RECITALS

The recitals set forth above are incorporated at this point as if fully set forth as part of this Agreement.

SECTION 2 - OBLIGATIONS OF OWNER

Upon written demand of the Council or the City Manager, the Owner, its heirs, successors, grantees or assigns, at their sole cost and expense, shall do, or cause to be done, the following:

2.1 Surveying:

a. All subdivision corners shall be marked with 3¼ brass caps. These caps shall show the name of the surveyor or company making the survey, and the license number of the surveyor making the survey or certifying the survey. All PLSS corners shall be properly marked for identification as to the location in accordance with Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors, shall be referenced if subject to destruction, and again shall show the proper identification and license of the certifying surveyor. A corner record shall be recorded as per Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors. A copy will be provided to the City upon recordation.

b. Block and Lot corners, points of tangency (PT's) and points of curve (PC's) of all curves shall be marked by an iron pin not less than five-eighths (5/8) inches in diameter and not less than twenty-four (24) inches in length, with a brass or aluminum cap not less than 1 and one-half (1½) inches in diameter securely fastened to the top, unless otherwise impractical. These monuments will be set prior to the recording of the plat in the Office of the County Clerk unless approved by the City Surveyor.

c. Said corners shall be in place for final inspection by the Public Services Director upon completion of the sidewalk (curbwalk), or curb and gutter.

d. A digital copy of the Final Subdivision Plat shall be provided to the City, as required by the Casper Municipal Code ("Code"). No building permit shall be issued prior to the recording of the plat.

2.2 Construction Sequence:

Main water lines, sewer lines, storm sewer, streets, sidewalks, pavement overlays, and access drives shall be constructed in an orderly sequence, as the Addition is developed and built upon, so that there will be no gaps left in the paving, sidewalks, and other off-site improvements. Streets shall not be paved until all water lines, storm sewers, and property water and sewer services are in place and the ditches thereof properly backfilled and compacted, in accordance with City requirements. The Owner shall receive the approval of the Public Services Director prior to commencing any and all phases of construction.

2.3 Certification of Construction; Repair Obligations:

a. All improvements shall be designed and inspected by a Wyoming registered professional engineer, who shall certify that the improvements, including, but not limited to, streets, curbs, gutter, sidewalks, paving, parkways, utility systems, storm sewers, street lighting, street signs and striping, etc., have been constructed in accordance with plans and specifications approved by the Public Services Director. The certification by the engineer and approval by the City shall be in writing. Approval of the construction plans by the Public Services Director is required before a building permit will be issued by the City.

b. The Owner shall maintain, repair, and replace all improvements that fall within the warranty period as provided by the Code. This obligation includes maintenance, repair or replacement for any cause during such period, including acts of subcontractors. In the event the Owner fails to maintain, repair, or replace said improvements, the City shall have the right but not the obligation, at its option, to maintain, repair, or replace the same and Owner agrees to pay for any cost incurred thereby. Maintenance, repair, or replacement by the City does not relieve the Owner from its obligation under this paragraph and shall not be construed to be an acceptance of the improvements by the City.

c. Upon issuance of a "letter of acceptance" by the Public Services Director pursuant to the Code, the City will assume ownership and the responsibility for the maintenance of the improvements. The Owner shall be responsible for the maintenance, repair and replacement of the improvements until the City issues its "letter of acceptance."

2.4 Underground Utilities and Street Lights:

All new utilities shall be located underground. All street lights shall be installed in compliance with Code street-lighting standards at the Owner's sole expense. Streetlight pole materials shall be as approved in writing by the Public Services Director.

2.5 Soils Analysis:

The Owner shall provide the Public Services Director with a soils analysis concurrently with the submittal of subdivision construction plans. Individual lot test bores may be required on each lot, with a soil analysis for the foundation design at the sole discretion of the Public Services Director. Test results, soil analyses and foundation designs shall be submitted to the Community Development Director.

2.6 Erosion Control Program:

a. The Owner shall submit, and have approved by the Public Services Director, a comprehensive erosion control program for the area disturbed during construction activities to mitigate the adverse effects of blowing dirt or dust, and water erosion on other properties in the immediate area before the issuance of an earthwork, road cut or grading permit pursuant to the Code. An erosion and sediment control permit shall be obtained from the Public Services Director prior to any earthwork taking place in the Addition.

b. The Owner shall post security for its erosion control as required by the Code, and in a form acceptable to the City. It shall be the obligation of the Owner to keep any security in full force and effect, as required by the Code. In addition, the Owner shall furnish proof of the same to the Public Services Director upon demand of the City.

2.7 Retaining Walls and Fences:

Any retaining walls constructed within the subdivision by the Owner shall comply with all applicable provisions of the Casper Municipal Code, as amended. The Owner shall obtain any permits, approvals, inspections, or certifications required by applicable laws and regulations prior to construction. Said walls shall be constructed within the boundaries of each lot and not on the property lines. Maintenance of said walls shall be the responsibility of each individual lot owner. Provided, however, retaining walls and fences shall not be constructed on any drainage easements, or on any other ways depicted on any other recorded instrument without the approval of the Public Services Director.

2.8 Water and Sewer:

All water and sewer improvements shall be constructed in full compliance with the Code as it exists at the time of construction, including, but not limited to the following requirements:

a. Curb boxes shall be left behind the sidewalk in front of each lot and the Owner shall protect, during the subsequent course of developing the Addition, valve boxes and curb boxes from damage, and be wholly responsible for the repair and replacement to the Public Services Director's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade, at the time the paving work is completed in the Addition.

b. The Owner shall construct the necessary water lines and appurtenances up to and through the Addition. All work shall be in accordance with plans and

specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Water line sizes shall be as determined by the Public Services Director.

c. The Owner, at its cost, shall install water service lines in accordance with Code specifications to the property line so as to serve each lot or building site in the Addition.

d. The Owner shall construct the necessary sewer lines up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Sewer sizes shall be as determined by the Public Services Director.

e. The Owner, at its own cost, shall install sewer service lines, in accordance with Code specifications, to the property line so as to serve each lot or building site in the Addition.

f. The Owner shall protect manhole covers and rings from damage in the course of constructing the line, and shall be solely responsible for repair or replacement to the Public Services Director's satisfaction. The Owner shall adjust such manhole rings and covers to finished grade. The Owner agrees to protect and save the City harmless from any loss or claim suffered by other sewer users to their real or personal property, and from personal injury or damages by reason of obstruction or damage to the sewer lines or any part thereof occasioned by present or future construction work on said Addition by the Owner. Said obligation shall continue until the sewer line and the system within the Addition is accepted by the Public Services Director by issuance of a "letter of acceptance." Provided, however, that acceptance of part of the system shall not relieve the Owner of the obligations herein imposed for the remaining improvements that have not been accepted within said Addition.

g. Prior to the issuance of a building permit for any new structure, or prior to the issuance of a plumbing permit to connect existing buildings to the water and sewer systems, the then-existing water system investment charge (connection charge), sewer system investment charge (connection charge) and water meter charge shall be paid to the City. The Owner will also pay to the Central Wyoming Regional Water System Joint Powers Board the then current Regional Water System investment charge for each building to be served with water.

h. All necessary water and sewer easements, in forms acceptable to the City, up to and through the subdivision shall be obtained by the Owner, which grant to the City the right of ingress and egress thereto for purposes of

laying out, constructing, inspecting, maintaining and replacing water lines, sewer lines, its fire hydrants and other appurtenances.

i. The Owner agrees to abide by all federal, state and local laws, rules and regulations regarding the use of its water and sewer facilities, and water and sewer service, including, but not limited to, the Federal Pretreatment Regulations and all the Code sections relating to industrial pretreatment.

j. At such time as said water and/or sewer mains are installed by the Owner and a "letter of acceptance" is issued by the Public Services Director, the City shall pursuant to the Code, reimburse the Owner twice the difference in material cost between an eight (8) inch water and/or sewer main, or larger size if required by the development, and the required oversized main pursuant to the Code, as amended. Such reimbursement will be determined by the City based upon its most recent applicable material costs at the time of the Agreement execution. Reimbursement will only be based on oversizing of water and sewer mains larger than the size required by system analysis and approved by the Public Services Director.

2.9 Easements for all Utilities, Bikeways and Pedestrian Pathways:

Easements for all utilities and future bikeway/pedestrian pathways and access, in recordable forms acceptable to the City, must be provided prior to application for a permit to construct being made to the City. Mid-block pedestrian ways are required under Casper Municipal Code Section 16.16.020(B) for blocks over five hundred feet (500') in length. Those shall be maintained in good repair for use by the public by the property owners located immediately adjacent thereto. The immediately adjacent property owners are responsible for all costs and expenses thereof.

2.10 Street and Traffic Signs and Controls:

Owner shall pay for the cost and installation of all necessary on and off-site street and traffic control signage, signs signifying the street names, street striping, crosswalk striping, and traffic calming devices, as determined by the Public Services Director in his sole discretion.

2.11 Security Requirements:

In addition to and separate from the security required for erosion control, Owner shall comply with all Code requirements for all other security and surety requirements as set forth in the Code, including, but not limited to the financial surety and security for the project, landscaping and warranty period.

2.12 Record Drawings:

a. Owner shall submit "as-built" record documents for paving, drainage, water and sewer to the City prior to the issuance of the certificate of occupancy. Reproducible hard copy drawings shall be in the form of one (1) set of 4 mil Mylar, 24" x 36" labeled as "Record Drawings" and dated. Record Drawings shall also be provided on electronic media in Adobe (pdf) format and in AutoCAD format or other format specified by Owner. Record documents shall be submitted on CDs, or other media as directed by Owner, labeled as "Record Drawings" and include the project name, City of Casper project number and date.

b. All digital files necessary for correct plotting of the final record drawings in the AutoCAD version, such as external references, pen assignments, images, etc. shall be provided. Any x-refs or other files that can be, shall be incorporated into the final drawings to minimize the manipulation necessary for plotting.

2.13 Completion of Infrastructure Improvements Prior to Certificate of Occupancy:

All required on-site and off-site improvements shall be completed and approved by the Public Services Director prior to the issuance of the first certificate of occupancy unless otherwise designated in this Agreement.

2.14 Other Costs in Separate Agreements:

If any recapture costs, costs for a drainage basin or sub-basin wide stormwater management program are applicable to this Subdivision, those costs shall be allocated in a separate exhibit attached to this Agreement. Failure of any such exhibit to be attached to this Agreement shall not relieve the Owner of its obligation to pay its proportionate share of those costs.

2.15 Stormwater, Flooding and Letters of Map Revisions:

a. Owner shall comply with and pay for all costs associated with any Stormwater Pollution Prevention Plan, Letter of Map Revision (LOMR), or other related requirements of Wyoming DEQ, Federal Emergency Management Agency (FEMA) or any other agency that has jurisdiction over the real property in impacted by this Agreement.

b. Owner shall provide the City with copies of all Stormwater Pollution Prevention Plan elements as reviewed and approved by Wyoming DEQ; any LOMR, along with the necessary submittals to update flood mapping in accordance with FEMA requirements, and documentation of Base Flood Elevations.

c. All requirements of this section shall be met prior to issuance of a permit to construct subdivision improvements.

2.16 Other Requirements:

This section has been left blank intentionally.

SECTION 3 - OBLIGATIONS OF CITY

The City shall issue a building permit and certificate of occupancy for the buildings in the Addition upon performance by the Owner of the conditions set forth herein, and upon Owner's compliance with all applicable Code requirements. All building permits will be issued by the Community Development Director in accordance with the Code.

SECTION 4 - REMEDIES

In the event the Owner fails to do, or fails to cause to be done, any of the requirements set forth in this Agreement in an expeditious manner, the City may, at its option, do any or all of the following:

a. Refuse to issue any building permits or certificates of occupancy to any person, including the Owner, or its heirs, successors, assigns and grantees.

b. After written notice to the Owner of any public improvements which have not been completed or properly completed, and upon Owner's failure to cure the same within a reasonable period of time, the City may complete any and all of the public improvements required by this Agreement by itself or by contracting with a third party to do the same. In the event the City elects to complete said improvements, or contracts with a third party to do so, the Owner agrees to pay any and all costs resulting therefrom upon demand by the City.

The remedies provided in this section are in addition to any other remedies specifically provided for in this Agreement, or which the City may otherwise have at law or in equity, and are not a limitation upon the same. The Owner further agrees to pay all reasonable attorneys' fees, court costs, and litigation costs in the event the City is required to enforce the provisions of this Agreement in a court of law.

SECTION 5 – GENERAL PROVISIONS

a. Successors and Assigns: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property that is the subject matter of this Agreement. The Owner shall not assign this Agreement or otherwise sub-

contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.

b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, *et seq.* The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.

e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.

f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.

g. No Third-Party Beneficiary Rights: The parties to this Agreement 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 parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

h. Severability: If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid, illegal or otherwise unenforceable, that provision or portion of the provision will be severed and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement.

i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Owners' information on pg. 1

City of Casper
Attn: Community Development Director
200 North David
Casper, WY 82601
Fax: 307-235-8362

j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.

k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion and acceptance of the services and termination or completion of the Agreement.

l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.

m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in the State of Wyoming, properly registered and not delinquent with the Secretary of State.

n. Term: At the time the Owner files for a permit to construct, the then applicable code provisions shall apply for the life of the permit or under an extension that is approved by the Public Services Director. If the Owner fails to file for a permit to construct at the time of platting, all applicable provisions of the Code that have changed since the execution of this Agreement shall be required of the Owner at the time of permit application, and the City at its sole discretion may require a new Subdivision Agreement and/or the replatting of property. Provided, however, Code amendments

pertaining to the health and safety of the public shall be complied with by the Owner during the term of this Agreement, regardless of the validity of the permit to construct.

The parties hereby enter into this Agreement on the day and year first written above.

[Signature pages follow.]

Signature Page for the City of Casper, Wyoming

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this _____ day of _____, 20____, by Ray Pacheco, as the Mayor of the City of Casper.

(Seal, if any)

_____
(Signature of notarial officer)

_____
Title (and Rank)

My Commission Expires: _____

Signature Page for the Owner

WITNESS:

By: _____

Printed Name: Adam A. Schriefer

Title: Notary Public

OWNER
David A. Karst Living Trust

By: _____

Printed Name: DAVID KARST

Title: Trustee

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 24th day of September, 2026, by David A. Karst, as the Trustee of David A. Karst Living Trust.

(Seal, if any)

ADAM A. SCHRIEFER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 172689
MY COMMISSION EXPIRES 07/14/2032

My Commission Expires: 7/14/2032

_____
(Signature of notarial officer)

Notary Public
Title (and Rank)

Signature Page for the Owner

WITNESS:

By: _____

Printed Name: Adam A. Schriefer

Title: Notary Public

OWNER
David A. Karst Living Trust

By: _____

Printed Name: David Karst

Title: Trustee

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 24th day of September, 20 26, by Corie J. Karst, as the Trustee of David A. Karst Living Trust.

(Seal, if any)

ADAM A. SCHRIEFER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 172689
MY COMMISSION EXPIRES 07/14/2032

_____
(Signature of notarial officer)

Notary Public
Title (and Rank)

My Commission Expires: 7/14/32

Signature Page for the Owner

WITNESS:

By: _____

Printed Name: Adam A. Schriefer

Title: Notary Public

OWNER
Corie J. Karst Living Trust

By: Corie J Karst

Printed Name: Corie Karst

Title: Trustee

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 24th day of September, 2026, by Corie J. Karst, as the Trustee of Corie J. Karst Living Trust.

(Seal, if any)

ADAM A. SCHRIEFER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 172689
MY COMMISSION EXPIRES 07/14/2032

_____
(Signature of notarial officer)

Notary Public
Title (and Rank)

My Commission Expires: 7/14/32

Signature Page for the Owner

WITNESS:

By: _____

Printed Name: Adam A. Schriefer

Title: Notary Public

OWNER
Corie J. Karst Living Trust

By: Corie J Karst

Printed Name: Corie Karst

Title: Trustee

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 24th day of September, 20 26, by David A. Karst, as the Trustee of Corie J. Karst Living Trust.

(Seal, if any)

ADAM A. SCHRIEFER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 172689
MY COMMISSION EXPIRES 07/14/2032

_____
(Signature of notarial officer)

Notary Public
Title (and Rank)

My Commission Expires: 7/14/32

Signature Page for the Owner

WITNESS:

By: Chelsea Sandy

Printed Name: Chelsea Sandy

Title: Accounting

OWNER
Cheryl L. Cox

By: Cheryl L. Cox

Printed Name: Cheryl L. Cox

Title: Owner

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 21st day of September, 20 26, by Cheryl L. Cox, as the Owner of 4701 E. 12th Street, Casper, Wyoming 82609.

(Seal, if any)

MARY JANE PRITCHARD
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 94848
MY COMMISSION EXPIRES: 05/22/2028

Mary Jane Pritchard
(Signature of notarial officer)

Notary Public
Title (and Rank)

My Commission Expires: 5-22-2028

Signature Page for the Owner

WITNESS:

By: Chelsea Bandy

Printed Name: Chelsea Bandy

Title: Accounting

OWNER
Michael J. Cox

By: Michael J. Cox

Printed Name: MICHAEL J. COX

Title: Owner

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 21st day of September, 2026, by Michael J. Cox as the Owner of 4701 E. 12th Street, Casper, Wyoming 82609.

MARY JANE PRITCHARD
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 94848
MY COMMISSION EXPIRES: 05/22/2028

(Seal, if any)

Mary Jane Pritchard
(Signature of notarial officer)

Public Notary
Title (and Rank)

My Commission Expires: 5-22-2028

RESOLUTION NO. 26-250

A RESOLUTION APPROVING THE VACATION AND FINAL PLAT CREATING THE KARST ADDITION SUBDIVISION AND APPROVING THE SUBDIVISION AGREEMENT.

WHEREAS, an application has been made to vacate and replat Lot 13, Block 11 of "Lots 9 thru 15, Block 11, Eastgate II" and Lot 3 of "Goen Addition, Lots 3-5" to create "Karst Addition" subdivision, located at 4701 East 12th Street and 1233 Donegal Street; and,

WHEREAS, the City of Casper Planning and Zoning Commission passed, after a public hearing, a motion recommending that the City Council approve said vacation and replat; and,

WHEREAS, the property owner is required to enter into a subdivision agreement with the City of Casper for the Karst Addition subdivision; 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 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, this resolution approving the vacation and final plat creating the Karst Addition subdivision.

BE IT FURTHER 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 subdivision agreement between the City and the owners of the property for the Karst Addition subdivision.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 20_____.

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

October 7, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Eric Nelson, City Attorney
Liz Becher, Community Development Director
Heather Bender, Paralegal

SUBJECT: A Resolution Authorizing a Release of Mortgage Concerning Property Located at 728 N. Glenarm Street, Casper, Wyoming.

Meeting Type & Date
October 20, 2026

Action type
Resolution

Recommendation
That City Council, by Resolution, authorize a *Release of Mortgage* concerning 728 N. Glenarm Street, Casper, Wyoming.

Summary
In 2010, the City of Casper operated a housing rehabilitation assistance program utilizing federal funds to assist low-income homeowners with rehabilitation of residential properties. As part of that program, Donna E. Bateman executed a *Mortgage Deed With Release of Homestead Deferred* and a *Promissory Note - Deferred* in favor of the City securing rehabilitation assistance in the amount of $15,991.00.

The rehabilitation assistance was structured as a deferred loan rather than a traditional repayment mortgage. Under the terms of the loan documents and program requirements, repayment of the loan was deferred and subject to certain conditions. Staff has reviewed the available loan documents and program information and has determined that release of the mortgage is appropriate.

Staff recommends that City Council authorize the Mayor to execute the proposed resolution and Release of Mortgage to remove the encumbrance from the property records.

Financial Considerations
There is no anticipated fiscal impact associated with approval of this resolution. The proposed action releases a deferred rehabilitation mortgage that was issued through a federally funded housing rehabilitation assistance program in 2010. Staff has determined that release of the mortgage is appropriate based upon the available loan documents and program information.

Council Adopted Goals
Fiscal Stability

Oversight/Project Responsibility
Heather Bender, Paralegal

Attachments
Resolution
Release of Mortgage

RELEASE OF MORTGAGE

Know All Men By These Presents, that the City of Casper, Wyoming ("City"), of the County of Natrona, and State of Wyoming, whose principal office is located at 200 North David Street, Casper, Wyoming, hereby certifies that the *Mortgage Deed With Release of Homestead Deferred* bearing the date of December 6, 2010, made and executed by Donna E. Bateman, as Mortgagor, to the City of Casper, Wyoming, as Mortgagee, conveying certain real estate therein mentioned as security for payment in the amount of Fifteen Thousand Nine Hundred Ninety-One Dollars ($15,991.00), as therein stated, which Mortgage was recorded in the office of the Natrona County Clerk, State of Wyoming, on December 9, 2010, as Instrument No. 900309, and mortgaging the following described real estate in said County, to wit:

Legal Description:

LOTS 193-195 INCLUSIVE, BLOCK 30, NORTH CASPER ADDITION TO THE CITY OF CASPER, COUNTY OF NATRONA, STATE OF WYOMING.

Is, together with the note secured thereby and the obligations evidenced thereby, fully satisfied, released, canceled, and discharged.

SIGNED in the presence of the City Clerk of the City of Casper, Wyoming, this _____ day of _____, 2026.

APPROVED AS TO FORM

Erin E. Neh

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

STATE OF WYOMING)
)
COUNTY OF NATRONA)

This instrument was acknowledged before me on this _____ day of _____, 2026, by Ray Pacheco, Mayor of the City of Casper, Wyoming.

_____
Notary Public

My Commission Expires:

RESOLUTION NO. 26-251

A RESOLUTION AUTHORIZING THE EXECUTION OF A RELEASE OF MORTGAGE FOR PROPERTY LOCATED AT 728 N. GLENARM STREET, CASPER, WYOMING.

WHEREAS, in 2010, the City of Casper operated a housing rehabilitation assistance program utilizing federal funds to assist low-income homeowners with rehabilitation of residential properties; and,

WHEREAS, on December 6, 2010, Donna E. Bateman executed a *Mortgage Deed with Release of Homestead Deferred* in favor of the City of Casper to secure a home rehabilitation assistance loan in the original principal amount of Fifteen Thousand Nine Hundred Ninety-One Dollars ($15,991.00); and,

WHEREAS, the *Mortgage Deed with Release of Homestead Deferred* concerns the following described property situated in Natrona County, Wyoming:

LOTS 193, 194 AND 195, BLOCK 30, NORTH CASPER ADDITION TO THE CITY OF CASPER, COUNTY OF NATRONA, STATE OF WYOMING;

Commonly known as: 728 N. Glenarm Street, Casper, Wyoming; and,

WHEREAS, the *Mortgage Deed With Release of Homestead Deferred* was recorded on December 9, 2010, as Instrument No. 900309, in the office of the Natrona County Clerk; and,

WHEREAS, City staff has reviewed the loan documents and program information available to the City and has determined that release of the mortgage is appropriate; and,

WHEREAS, the City desires to release the mortgage and the note secured thereby.

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 *Release of Mortgage* concerning the *Mortgage Deed With Release of Homestead Deferred* dated December 6, 2010, and recorded as Instrument No. 900309 in the office of the Natrona County Clerk.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2026.

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

September 30, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Krista Johnston, P.E., Public Services Director
Casey Lynch, Streets and Traffic Manager

SUBJECT: Authorizing a Contract for Professional Services with Saltworx LLC, for the Purchase of 2,500 tons of Category 2, Solid Anti-icer/Deicer, not to Exceed an amount of $305,300, for the 2026-2027 Street Ice Kicker Procurement.

Meeting Type & Date
Regular Council Meeting
October 20, 2026

Action Type
Resolution

Recommendation
That Council by Resolution, authorize a Contract for Professional Services with Saltworx LLC, for the purchase of 2,500 tons of Category 2, solid anti-icer/deicer, in the amount of $305,300, as part of the 2025-2026 Street Ice Kicker procurement.

Summary
The Casper Streets Division annually orders between 2,000 and 3,000 tons/year of Category 2, solid anti-icer/deicer (or "ice kicker") for use in winter streets operations and snow plowing.

The purchase of 2,500 tons of ice kicker is proposed to be made from Wyoming Department of Transportation bids received on August 26, 2026 with Saltworx LLC, (Morgan, Utah) as the low bidder and supplier. As part of the bids, and per W.S. 16-1-101, Wyoming municipal agencies may purchase materials from the bid price submitted by the low bidder through a direct contact. The bid price submitted by Saltworx LLC, was $305,300 for 2,500 tons at a unit price of $ 122.12 per ton.

The procured ice kicker will be stored in the Deicer Storage Building at the Casper Service Center, 1800 East K Street.

City Staff recommends the purchase of 2,500 tons of ice kicker through a Professional Services Contract with Saltworx LLC, in the amount of $305,300.

Financial Considerations
Funding will be from Streets Chemicals (Ice Melt), GL Account 1015100-6117

Council Adopted Goals

☒ Infrastructure
☒ Fiscal Stability
☐ Communication & Public Education

Oversight/Project Responsibility

Casey Lynch, Streets and Traffic Manager

Attachments

Resolution
Contract

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CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this ____ day of October, 2026, 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. Saltworx LLC, P.O. Box 628 Morgan, Utah 84050 ("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 procure ice kicker for de-icing streets for street plowing operations.

B. The project requires professional services for providing and delivering 2,500 tons of Category 2, solid anti-icer/deicers to the City of Casper Streets Division.

C. The Contractor represents that it is ready, willing, and able to provide the professional services to the 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:

1. Provide supply and deliver, F.O.B Destination, 2,500 tons of Category 2 Solid Anti-Icer/Deicer at a Unit Price of $122.12 per ton. Delivery Point shall be 1800 East K Street, Casper, WY,82601
2. All work shall comply with the Liquid and Solid Anti-icers/Deicers Category 1 and 2 Statewide, July 24, 2026 Bid No. 26-201RC (Exhibit "A") and Award, dated August 26,2026 (Exhibit "B"), all attached hereto and made a part of this Contract.

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2. TIME OF PERFORMANCE:

The services of the Contractor shall be undertaken and completed on or before the 1st day of September 2027.

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 Three Hundred Five Thousand Three Hundred Dollars and 00/100 Dollars ($305,300.00).

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.

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Signature Page for the City

APPROVED AS TO FORM

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

ATTEST

Amanda Ainsworth
City Clerk

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Signature Page for the Contractor

WITNESS

By: _____

Printed Name: _____

Title: _____

CONTRACTOR
Saltworx LLC

By: Signed by: Kyle Brown 6033CA02AE09486...

Printed Name: Kyle Brown

Title: Owner / Manager

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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 the 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 the 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.

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.

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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 the 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. CHOICE OF FORUM AND STATUTE OF LIMITATIONS:

Each Party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts and agrees to bring any such action, litigation or proceeding only in the courts of the State of Wyoming sitting in Casper, Wyoming. Each Party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law. To the extent allowable, Wyoming's statute of limitations also applies.

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9. GOVERNING LAW:

This Contract, including all exhibits, schedules, attachments, and appendices attached hereto, and all matters arising out of or relating to this Contract, are governed by, and construed in accordance with, the laws of the State of Wyoming, United States of America, without regard to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Wyoming.

10. 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 the Contractor shall be employed in conformity with applicable local, state or federal laws.

11. 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.

12. INSURANCE AND INDEMNIFICATION:

A. **Prior to** the commencement of work, the 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 One Million Dollars ($1,000,000) 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 (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 the Contractor has no owned autos, Code 8 (hired) and 9

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(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.

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4. *Waiver of Subrogation*
   The Contractor hereby grants to the 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. The 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*
   The 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: The 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. The 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, the Contractor's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.

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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*
The 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*
The Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and the Contractor shall ensure that the City is an additional insured on insurance required from subcontractors.

10. *Special Risks or Circumstances*
The 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. The 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.

13. 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 the 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.

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14. INTENT:

The 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 the Contractor shall perform all of the services for the compensation set forth in this Contract. The 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. The Contractor agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

15. 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.

16. 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.

17. 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.

18. 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

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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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Wyoming Department of Transportation
Invitation to Bid
Bid No. 26-201RC

Liquid and Solid Anti-icers/Deicers
Category 1 and 2
Statewide

Ruth Crockett
Buyer
Telephone No.: (307) 777-4108

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CONTRACT TERMS AND CONDITIONS

1. SUBMISSION OF BIDS

A. Bids for **LIQUID AND SOLID ANTI-ICERS/DEICERS, CATEGORY 1 AND 2, STATEWIDE, WYOMING** will be received electronically through Public Purchase until **11:00 A.M., Mountain Time on August 26, 2026.**

B. No bids will be considered which are not submitted on WYDOT proposal forms, signed by a proper official of the bidder and submitted through Public Purchase on or before the time and date specified. Bids received that are password protected or locked and inaccessible will not be considered. Bids received after the time specified will not be considered. Paper, email, or facsimile bids will not be accepted.

C. No bids will be considered in which the Proposal, Specifications or any provisions have been modified.

2. GENERAL PROVISIONS

A. AMENDMENTS

Any changes, modifications, revisions, or amendments to this Contract which are mutually agreed upon by the parties to this Contract shall be incorporated by written instrument, executed and signed by all parties to this Contract.

B. APPLICABLE LAW, RULES OF CONSTRUCTION, AND VENUE

The construction, interpretation, and enforcement of this Contract 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 Contract as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.

C. ASSIGNMENT PROHIBITED AND CONTRACT 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 Contract without the prior written consent of the other party. The Contractor shall not use this Contract, or any portion thereof for collateral for any financial obligation without the prior written permission of the Agency.

D. AUDIT/ACCESS TO RECORDS

The Agency and its representatives shall have access to any books, documents, papers, electronic data and records of the Contractor which are pertinent to this Contract.

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E. AVAILABILITY OF FUNDS

Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Contract, the Contract may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Contractor at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.

F. AWARD AND PURCHASE

The Agency reserves the right to reject any or all bids, to waive any informalities or technical defects in bids, and unless otherwise specified by the Agency or by the Contractor, to accept any item or group of items in the bid, as may be in the best interest of the Agency.

No verbal explanations, clarifications, additions or instructions will be binding to either the Agency or the Bidders, except those confirmed in writing.

A signed purchase order/contract, furnished to the successful bidder, results in a binding contract without further action by either party.

G. AWARD OF RELATED CONTRACTS

The Agency may award supplemental or successor contracts for work related to this Contract or may award contracts to other contractors for work related to this Contract. The Contractor shall cooperate fully with other contractors and the Agency in all such cases.

H. COMPLIANCE WITH LAWS

The Contractor shall keep informed of and comply with all applicable federal, state, and local laws and regulations in the performance of this Contract.

I. CONFIDENTIALITY OF INFORMATION

All documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Contractor in the performance of this Contract shall be kept confidential by the Contractor unless written permission is granted by the Agency for its release. If and when Contractor receives a request for information subject to this Contract, Contractor shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.

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J. ENTIRETY OF CONTRACT

This Contract, which includes these General Terms and Conditions in this Invitation to Bid and the Purchase Order to which they are attached, represents the entire and integrated Contract between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.

K. ETHICS

Contractor 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 Contractor's profession.

L. 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, 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

The Contractor shall release, indemnify, and hold harmless the State, the Agency, and their officers, agents, and employees from any and all claims, suits, liabilities, court awards, damages, costs, attorneys' fees, and expenses arising out of Contractor's failure to perform any of Contractor's duties and obligations hereunder or in connection with the negligent performance of Contractor's duties or obligations, including, but not limited to, any claims, suits, liabilities, court awards, damages, costs, attorneys' fees, and expenses arising out of Contractor's negligence or other tortious conduct.

N. KICKBACKS

Contractor certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Contract, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Contract. If Contractor breaches or violates this warranty, Agency may, at its discretion, terminate this Contract without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.

O. INDEPENDENT CONTRACTOR

The Contractor shall function as an independent contractor for the purposes of this Contract and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Contract, the Contractor shall be free from control or direction over the details of the performance of services under this Contract. The Contractor shall assume sole responsibility for any debts or liabilities that may be incurred by the Contractor in fulfilling the terms of this Contract and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue

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because of this Contract. Nothing in this Contract shall be interpreted as authorizing the Contractor or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Department or to incur any obligation of any kind on the behalf of the State of Wyoming or the Department. The Contractor 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 Contractor or the Contractor's agents or employees as a result of this Contract.

P. MATERIAL AVAILABILITY

Contractors must accept responsibility for verification of material availability, production schedules and other pertinent data prior to submission of bid and delivery time. It is the responsibility of the Contractor to notify the Agency immediately if materials specified are discontinued, replaced or not available for an extended period of time.

Q. MODIFICATIONS OR WITHDRAWAL OF BIDS

A bid may be altered or withdrawn through Public Purchase prior to the time and date of opening. Bids withdrawn after the bid opening may eliminate the bidder from the active bidder's list for a minimum of one year.

R. NON-COLLUSION

Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, has in any way colluded, conspired, connived, or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or
unlawful agreement any advantage against the State of Wyoming, or any person interested in the proposed Contract; and

The price or prices quoted in this Bid are fair and proper and are not tainted by a collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest.

S. NON-DISCRIMINATION

The Wyoming Department of Transportation hereby notifies all bidders that it will affirmatively insure that minority business enterprises will be afforded full opportunity to submit bids in response to the invitation and will not be discriminated against on the grounds of age, race, color, sex, creed, national origin, or disability.

The Contractor 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

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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 Contract.

T. NOTICES

All notices arising out of, or from, the provisions of this Contract shall be in writing either by Regular Mail, Facsimile, E-Mail or delivery in person at the addresses provided under this Contract.

U. NOTICE OF SALE OR TRANSFER

The Contractor shall provide the Agency with notice of any sale, transfer, merger, or consolidation of the assets of the Contractor. Such notice shall be provided in accordance with the notices provision of this Contract and, when possible and lawful, in advance of the transaction. If the Agency determines that the sale, transfer, merger, or consolidation is not consistent with the continued satisfactory performance of the Contractor's obligations under this Contract, then the Agency may, at its discretion, terminate or renegotiate the Contract.

V. OWNERSHIP AND DESTRUCTION OF DOCUMENTS/INFORMATION

Agency owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Contractor in the performance of this Contract. Upon termination of services, for any reason, Contractor agrees to return all such original and derivative information and documents to the Agency 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. Upon Agency's verified receipt of such information, Contractor agrees to physically and electronically destroy any residual Agency-owned data, regardless of format, and any other storage media or areas containing such information. Contractor agrees to provide written notice to Agency confirming the destruction of any such residual Agency-owned data.

W. PATENT OR COPYRIGHT PROTECTION

The Contractor recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the Contractor or its subcontractors will violate any such restriction. The Contractor shall defend and indemnify the Agency for any violation or alleged violation of such patent, trademark, copyright, license, or other restrictions.

X. PREFERENTIAL

All contractors and suppliers wishing to be certified as a resident for purposes of receiving preference shall complete and submit the documents and affidavit(s) required by Labor Standards, a program within the Agency of Workforce Services. No residency preference shall be granted to any contractor or supplier who has not been certified as a resident by Labor Standards. No residency preference shall be granted to any contractor who has not participated in the prevailing wage survey as required by W.S. 27-4-405(a). Prevailing wage survey participation is not required to qualify as a resident supplier.

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Preference is hereby given to materials, supplies, agricultural products, equipment, machinery and provisions produced, manufactured or grown in Wyoming, or supplied by a resident of the state, quality being equal to articles offered by the competitors outside of the state. When applicable, a percentile preferential will be accomplished or allowed in the following manner. W.S. 16-6-101 through 16-6-107.

i. Preferential of five percent (5%) will be applied for materials, supplies, agricultural products, equipment, machinery and provisions manufactured or grown in Wyoming, or supplied by a resident of the state, quality being equal to articles offered by competitors outside the State of Wyoming. The preferential, when applied, will be accomplished by adding the determined percentage to the total bid price of the non-resident bidder.

ii. A preferential of ten percent (10%) will be applied for any public printing done within the State of Wyoming provided the printer either owns, operates and/or maintains an establishment that does at least seventy-five percent (75%) of the contract on the premises. W.S. 16-6-301.

iii. Preference will be given Wyoming contractors for any contractual services. The contract shall be let to the responsible resident making the lowest bid, if such resident's bid is not more than five percent (5%) higher than that of the lowest responsible non-resident bidder.

iv. Expenditures or contracts involving Federal Funds are subject to Federal Rules and Regulations. Under these conditions, a percentage differential will not be allowed. W.S. 16-6-108.

Y. PREPARATION OF BIDS

Bidders are expected to examine any drawings, specifications, schedules and instructions included in the bid package. Failure to do so will be at the bidder's risk.

In case of error in the extension of prices in the bid Proposal, **the UNIT PRICE will govern**. **UNIT PRICE** shown must be **NET**.

Z. 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 Contractor, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval from the Agency.

AA. SEVERABILITY

Should any portion of this Contract be judicially determined to be illegal or unenforceable, the remainder of the Contract shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.

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BB. SOVEREIGN IMMUNITY

Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and specifically retain all immunities and defenses available to them as sovereigns. 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 Contract shall not be strictly construed, either against or for either party, except that any ambiguity as to sovereign immunity shall be construed in favor of sovereign immunity.

CC. TAXES

Direct purchases of materials by the State of Wyoming are exempt from Wyoming Sales or Use Tax. The bidder certifies that no Federal, State, County or Municipal tax will be added to the price shown on the Proposal. The Contractor 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.

DD. TERMINATION OF CONTRACT

This Contract may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Contract may be terminated by the Agency immediately for cause if the Contractor fails to perform in accordance with the terms of this Contract.

If at any time during the performance of this Contract, in the opinion of the Agency, the deliverables are not being supplied within the terms of this Contract, then at the discretion of the Agency and after written notice to the Contractor, the Agency may terminate this Contract or any part of it. As of the termination date, the Contractor will be entitled to a pro rata payment for all deliverables supplied and accepted by the Agency; however, the Contractor shall be liable to the Agency for the entire cost of replacement deliverables for the duration of the Contract term.

Failure of the bidder to furnish the materials, supplies, equipment, printing, services, and construction from a bid in which an award was made, shall eliminate the bidder from the active bidder's list for a minimum of one year.

EE. 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 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 provisions of this Contract are intended only to assist the parties in determining and performing their obligations under this Contract.

FF. TIME IS OF THE ESSENCE

Time is of the essence in all provisions of this Contract.

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GG. TITLES NOT CONTROLLING

Titles of sections and subsections are for reference only and shall not be used to construe the language in this Contract.

HH. TRADE NAME PROVISIONS

When items within the bid are identified by a manufacturer's name, trade name, brand name, catalog number or reference, it is understood that the bidder proposes to furnish the item so identified and does not propose to furnish an "equal" unless indicated hereon.

The use of trade names by the Agency is intended to be descriptive but not restrictive and only to establish a standard for articles that will be satisfactory.

Specifications or descriptive literature must be forwarded with the bid on proposed "equals".

The Procurement Services Manager reserves the right to approve or reject any proposed "equals" that are a variation from Agency specifications or requirements.

II. WAIVER

The waiver of any breach of any term or condition in this Contract shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.

JJ. WARRANTY

Warranties shall be Standard Manufacturer's Warranty unless otherwise specified in the bid documents.

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SPECIAL PROVISIONS

It is the intent of this Invitation to Bid to establish prices on an open-end blanket basis for individual deliveries of liquid and solid anti-icers/deicers. Deliveries shall be F.O.B. delivery stations as indicated on the Proposal.

1. ADDENDA

Any changes, modifications, revisions or amendments to this Contract which are mutually agreed upon by the parties to the Contract shall be incorporated into and become part of this Contract. Any addenda issued shall be posted with the bid on the Public Purchase website. It will be the Bidder's responsibility to check for and acknowledge any and all addenda. Any and all addenda shall be acknowledged on the bid proposal form or by uploading the addendum with their bid on Public Purchase.

2. AWARD AND PROPOSAL CONSIDERATION

Bids will be considered at the Wyoming Transportation Commission at its meeting of **September 16-17, 2026.**

Award will be made on a total lump sum basis per category, per district.

Bidders are required to bid on all locations within the district(s) on which they are bidding or their proposal will not be considered for that district. Award will be made by district and by category. Bidders are not required to bid on all districts or both categories within a district. Pricing for all sites within a district must be provided to receive consideration for that district/category.

Although award may be made for deliveries under the item, the State of Wyoming will not be obligated to make any purchase thereunder should no deliveries be required.

This contract may be terminated for failure to provide the products enumerated herein.

3. CONTRACT PERIOD

Contract shall commence **October 1, 2026 and end September 30, 2027**. All services shall be completed during this term. The bidder and the Department covenant and agree that this bid or subsequent contract will not be extended or renewed and will expire in accordance with Contract Period.

4. ACCEPTANCE

The Department will accept or reject LIQUID and SOLID Anti-icers/Deicers based on the following:

Vendor Quality Control (QC). Vendor shall certify and provide to WYDOT the most current information it has available for the following:

1. **Material Safety Data Sheets** (MSDS).

2. **QC Plan(s)** for facilities manufacturing its product(s) supplied to WYDOT. QC plan(s) shall list effective dates, physical location, personnel to contact, and phone number(s). QC plans shall also

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list test procedures, testing frequencies, accreditation credentials (if applicable), and operations procedures for sampling, storage, delivery, corrective action if material fails specification, documentation, etc.

3. **QC test data** for its products for the Standard Specifications described in this Contract and other requirements of its QC plan(s). Test data will not be older than 5 years from the contract date. The test data will be from a certified testing laboratory. Company pamphlets or brochures will not be accepted as documentation of test results.

All three (3) of the items listed above will be submitted to WYDOT Field Operations - Maintenance Staff by the Vendor with its proposal (bid) and when requested by WYDOT anytime during the term of this Contract. Failure to provide all three (3) items listed above will result in a non-compliant bid proposal and result in rejection.

WYDOT Quality Assurance (QA). WYDOT will obtain random sample(s) of products for testing to verify compliance with Standard Specifications anytime during the term of this Contract. Sample(s) may be tested for one or more properties. If a WYDOT QA sample fails specification, two or more additional samples will be obtained from the same location (i.e., storage tank, windrow, etc.) and tested. The results from all samples will be analyzed. Copies of test reports will be issued to Vendor and WYDOT Field Operations - Maintenance Staff.

Sampling. A complete sample is one-gallon of product placed in a plastic, non-metallic, wide-mouth container with screw type lid and is obtained either during delivery from the delivery truck.

LIQUID products. Measure and record the temperature and specific gravity of the material. When sampling during delivery, obtain complete sample from the transfer hose in three equal parts at the beginning third, middle third, and last third of the product as it is unloaded. Each part will be mixed together with the other parts to make up one composite, complete sample.

SOLID products. Obtain complete sample from the entire cross section of the windrow, cutting through the stack. Portions of the sample shall be taken from the top, center, and bottom in proportion to the cross sectional area at that point and well within the stack each time. All portions are combined for a complete and representative sample.

Product(s) will be accepted when they comply with all Standard Specification, certification statement and MSDS requirements. If either Vendor QC or WYDOT QA fails Standard Specifications, material may be:

- Rejected product(s) and the Vendor, at no additional cost to the Department, required to remove and replace all product(s) from WYDOT storage tanks, trucks, windrows, stock pile, covered sheds, etc., at locations affected by either Vendor QC or represented by WYDOT QA samples; or

- Accepted with either,
    a. No payment made for the product(s) or,
    b. Payment at a reduced price as determined by the Department.

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All product(s) Solid or Liquid presented by the Vendor for bid must be listed on the Clear Roads (CR) Qualified Product List (QPL). For Liquid Anti-icers/Deicers see Category 1 of the QPL. For Solid Anti-icers/Deicers see Categories 4B and 4C of the QPL. www.clearroads.org

5. DELIVERIES

The successful bidder will be required to furnish such quantities at the locations for which award is made within **10 business days after notification of order**. Bidders are to do everything possible within the realm of their ability to control the stated deliveries. If the vendor is unable to supply requested supplies/services within the designated time, due to factory delay, strike or what the vendor feels are "reasonable or uncontrollable circumstances", the vendor must notify the Department of the delay and the anticipated delivery date. Failure to comply with this requirement will result in the assessment of liquidated damages for non-delivery.

Due to the critical nature of this requirement, liquidated damages resulting from failure to meet the delivery date will be charged against the vendor. Late shipments will be assessed a 10% price reduction, not as penalty but as liquidated damages to defray lost time expenses. All price adjustments will be based on the prices quoted by the bidder.

The Wyoming Department of Transportation reserves the right to procure the necessary material on the open market if the supplier cannot produce and/or deliver the product as requested, in which event, the extra cost of procuring the material may be charged against the vendor and deducted from any monies due or which may become due him.

Shipments must arrive at destinations during normal working hours Monday through Friday only, unless the vendor gets approval and makes arrangements with the receiving facility twenty-four (24) hours in advance of any anticipated delivery during non-business hours. Hauler must call the Department destination at least 100 miles out to confirm time of shipment.

The hauler must have the capability of transferring LIQUID Anti-icers/Deicers to purchaser's storage tanks. Tanks will be fitted with a three-inch male pipe fitting to allow for unloading of product. All SOLID Deicers will be bulk shipments. The hauler must have the capability of unloading the material without the aid of Department personnel or equipment.

The Wyoming Department of Transportation will place minimum orders for SOLID Deicers of approximately 25 tons (single load). Delivery of split loads will be performed at the Department's request, and the vendor will deliver a tanker or truck load of material to more than one (1) location within the district. The Department will pay the vendor an additional $50.00 per delivery location in addition to the original delivery location.

All shared (split) loads of LIQUID Anti-icers/Deicers shall be total a minimum of 4,000 gallons. Delivery of split loads will be performed at the Department's request, and the vendor will deliver a tanker or truckload of material to more than one (1) location within the district. The Department will pay the vendor an additional $50.00 per delivery location in addition to the original delivery location.

If orders of SOLID Deicers larger than 50 tons (2 loads) per location are placed, 50 tons of that order must be delivered within the specified time period or liquidated damages may apply. If the vendor cannot

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deliver the entire order at once, the balance must be delivered on daily deliveries beginning immediately after the first delivery until the order is fulfilled, or as agreed to by the Department.

Delivery must be made by trucks that have undergone a thorough cleaning for the purpose of assuring that the LIQUID Anti-icer/De-icer is not contaminated by foreign material. Material portraying uncharacteristic traits when delivered may be immediately rejected at the option of the buyer or their representative at the delivery location, at the vendor's expense.

LIQUID Anti-icers/Deicers must be uniformly pre-mixed to the appropriate concentration before the product is placed on a delivery truck. Vendor must supply a certification ticket verifying percent of product solution. A sample from the delivery truck must be taken by the hauling operator or the load may be rejected. All deliveries are subject to random sampling/testing for compliance. WYDOT personnel may refuse to accept a delivery if a random test of the specific gravity of the product is more than 2% below Standard Specifications or if the product is contaminated.

An anti-foaming agent will be available from the vendor for use as needed, at no additional charge to the Department, to control foaming during loading, unloading, and agitation of LIQUID Anti-icers/Deicers.

Each shipment shall be accompanied by a current and clearly legible MSDS and a bill of lading.

The bill of lading for each shipment must contain the following information.

1. Name of Product.
2. Supplier and manufacturer of product.
3. Delivery destination.
4. Total number of units being delivered.
5. Total weight of delivery using a certified scale ticket or certified flow meter.
6. Lot Number for the product being delivered. The Lot Number must enable purchaser to track a delivered product back to its manufacture point, date of manufacture and specific batch.
7. Transport information - Name of transporting company, tank, trailer or rail car number, point and date of origin.
8. Purchase Order number.

6. DELIVERY METHOD (CATEGORY 2)

Trucks (single or tandem axle), conveyer or belt trailers (also known as “Live Bottom” or “Walking Floor”) are to be used for Category 2 material transport to any delivery point in all districts. Delivery using other forms of trailers (i.e. belly or side dump), and/or pup trailers will result in rejection of the load.

7. ENVIRONMENTAL CONTAMINATION/CLEAN UP

The bidder of any product delivered and/or applied, that is found to be contaminated with non-specified products and is cause for environmental concerns, shall be responsible for all clean up expenses. This includes but is not limited to clean up measures as needed for the following: storage facility, yard, equipment, and roadside.

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8. ESTIMATED VOLUME

The quantities shown as estimates are not exact and are given for the purpose of comparing bids upon a uniform basis. Payment will be made only for quantities actually ordered, delivered, and accepted, whether greater or less than the stated amounts.

9. FOB POINT

Bids must be FOB Destination, freight pre-paid and allowed to be considered.

NOTE: FOB POINTS are approximate only. Contractor/Vendor is responsible for delivery to exact location as determined in conjunction with the WYDOT Staff Technician for that District.

10. STAFF TECHNICIAN INFORMATION

- District 1 – Jeremey Chatfield (307) 745-2121
- District 2 – Geoff Morgheim (307) 473-3214
- District 3 – Shaneal Miller (307) 352-3044
- District 4 – Jeremey Frisbie (307) 674-2328
- District 5 – Tyd Erickson (307) 868-2244

11. GOVERNMENTAL ENTITIES COOPERATIVE PURCHASING

This bid is primarily for the Wyoming Department of Transportation. Purchases may be made on this bid as requested by other State agencies and/or Political Subdivisions within the State of Wyoming per the terms, conditions and prices afforded the Department. The Wyoming Department of Transportation is responsible only for purchases made by the Department.

12. INVOICING REQUIREMENTS

A copy of the bill of lading must accompany each invoice. Failure to provide the information as stated will result in the invoice being returned to the successful bidder for correction.

13. ORDERING

Each contract will be covered by a purchase order issued by the Procurement Services Manager and will cover the contract period expenditure. Orders will be placed, as needs occur, by the District Maintenance Engineer or his authorized representative.

14. PRICE ADJUSTMENTS

Price adjustments relative to this contract will be considered for the cost of **commodities and fuel only**.

No price increases will be allowed for cost changes related to doing business. The cost of doing business includes, but is not limited to, such items as profit, overhead, labor, insurance, and taxes.

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The Wyoming Department of Transportation will use the Base Fuel Index listed on the WYDOT website for Diesel per gallon http://wydot.exevision.com/ws/basefuelindex.aspx to adjust pricing. The base price will be from **June 2026, which is $3.58**. Price adjustments for fuel will not be allowed until a 7.5% increase is reached based on the Base Fuel Index.

If during the term of the contract, the manufacturer's net prices for commodities like those listed herein are **increased**, the bidder may apply to the Procurement Services Manager for a corresponding contract price adjustment. Consideration for a price adjustment will be given, provided the following requirements/conditions are met:

- Request for a price increase is received in writing by the Procurement Services Manager
- Requested price increase is substantiated in writing by the bidder's supplier.
- Increase to unit price is equal to the price increase received by the bidder from their supplier.
- Requested price increase applies only to commodities and fuel, as listed herein.
- Requested price increase shall not be retroactive, applied to outstanding orders or pending invoices.

The Procurement Services Manager reserves the right to make further reasonable requests for proof of price increases from the bidder's supplier.

Price review **for fuel** will be allowed twice during the contract period. No price review **for commodities** will be allowed during the initial 90 days of the contract period.

15. PROPOSAL GUARANTY

Each proposal **MUST BE ACCOMPANIED BY A PROPOSAL GUARANTY IN THE AMOUNT OF 10% OF THE TOTAL BID**. The guaranty may be in the form of a bid bond, cashier's check, certified check or bank money order, drawn on a reliable bank and made payable to the Wyoming Department of Transportation. Cashier's checks, certified checks or bank money orders **MUST** be received in the office of the Purchasing Manager on or before the time and date of the bid opening, **COPIES WILL NOT BE ACCEPTED.**

The proposal guaranty shall be given as a guarantee that the bidder will execute the contract documents if the contract is awarded to them. All proposal guaranties will be returned after a satisfactory supply contractor's bond has been furnished and the contract has been fully executed with the successful bidder.

The successful bidder must within 20 calendar days after notification of the award, deliver to the Department a Supply Contractor Bond in the amount of 100% of the bid, as security for the faithful performance of the contract. The bond must be submitted on the Department's form and shall meet all statutory requirements as to form and execution.

16. PROPOSAL PRICING

The following locations as shown on Proposal are the delivery sites for the material within each district. Delivery must be available to and bid at all sites within the district for bid to be considered for that district. **Bidders are not required to bid on all districts or categories**. The exact addresses or locations will be indicated on Purchase Order.

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Unit prices (per gallon - per ton) must be given. Bids must be quoted FOB Destination to be considered.

The requested LIQUID and SOLID Anti-icers/Deicers are divided into two (2) categories and are listed as such on the Proposal.

- Category 1 - LIQUID Anti-icers/Deicers.
- Category 2 - SOLID Deicers.

17. REQUIRED SUBMITTALS

Space is provided on the bid proposal for trade identification of designate product bid which must be filled in by the bidder to receive consideration in bid award.

Bids shall be accompanied with all information required in paragraph four (4), Acceptance, Vendor Quality Control (QC), of these Special Provisions. All documents must be clearly legible. Information submitted must be sufficient in detail to address all specification requirements per contract terms. This information must be submitted with your bid or bid will be considered non-responsive and rejected.

18. SPECIFICATIONS

Wyoming Department of Transportation Standard Specifications for LIQUID and SOLID Anti-icers/Deicers, attached hereto.

All items quoted must be in compliance with the specifications and provisions described herein. Only bids meeting bid specifications will be considered for award of this bid.

Exceptions taken by any bidder may cause a bid to be considered non-responsive and rejected.

19. TRAINING

Successful bidder may be required to provide training to Department personnel. All training shall be coordinated with Marcus Anderson, P.E., Maintenance Staff Engineer (phone: 307-777-4743). The Department, prior to training sessions, must approve all training materials. Training shall be required of, but not limited to, the following subjects:

1. Concepts of anti-icing, de-icing, pre-wetting
2. Storage/circulation issues (tanks, windrows, etc.)
3. Sampling procedures
4. Understanding eutectic temperature chart and how it is used

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SPECIFICATIONS

PHYSICAL PROPERTIES		
Operation Temperature,°F	18 to -29	
Liquid Viscosity, Pa-s	2 - 10	ASTM D7042 To remain flowable, not to become a gel at below zero temperatures.
Corrosion Rate Effectiveness, %	20 - 30 max.	NACE Standard TM 0169, as modified by CR [(1)] (Test Method B, Appendix A) CR QPL Category 1 - Corrosion Inhibited Liquid Magnesium Chloride
Specific Gravity, unit less	**1.25** - **1.32**	ASTM D1429, Method D
Coefficient of Friction, nearest 0.1		
Solid state	1.0 min. (30% or less humidity, after de-humidification)	Frictional Analysis test method by Forensic Dynamics Inc., Vancouver, BC; 604-684-6742 (humidity-time-friction graph; asphalt surface, touring tire)
Liquid state	0.5 min. (50% or more humidity, after re-humidification)	
Dissolved Solids, %	**26** - 32	EPA 160.1
pH	6.0 - 9.0	ASTM D1293, 1:4 dilution [(2)]
CHEMICAL COMPOSITION		
Magnesium Chloride, %	25 - **30**	CR [(1)] , Test Method A, Appendix A
Toxicity (all tested at 1:100 dilution [(2)] except cyanide not diluted)		
Arsenic, mg/L or ppm	2.50 max.	EPA 200.7, ASTM D2972
Barium, mg/L or ppm	1.00 max.	EPA 200.7 or 208.1
Cadmium, mg/L or ppm	0.20 max.	EPA 200.7 or 213.1, ASTM D3557
Chromium, mg/L or ppm		SM 3113 B, EPA 218.1, ASTM D1687
Cyanide, mg/L or ppm		SM 4500, EPA 335.4, ASTM D2036
Lead, mg/L or ppm	1.00 max.	EPA 200.7 or 239.1, ASTM D3559
Mercury, mg/L or ppm	0.05 max.	EPA 245.1, ASTM D3223
Phosphates, mg/L or ppm	25.00 max.	EPA 365.4, ASTM D515

[(1)] CR = Clear Roads; www.clearroads.org

[(2)] Dilution ratio equals parts product to parts distilled water.

- Products shall adhere to the CR Specification and shall meet the requirements of Category 4B or 4C on the CR QPL for solid and Category 1 for liquid.
- Product must be clean and free from extraneous matter, uniform in consistency, and does not segregate.

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PHYSICAL PROPERTIES		
Ice Penetration, inches, 60 minutes at 20 °F	0.80 min.	SHRP H-205.3 (see SHRP Publication SHRP-H-332)
Corrosion rate, inches/year, 100 hour exposure	0.020 max.	ASTM B117 CR QPL Corrosion percent effectiveness 31% to 85% for Corrosion Inhibited Solid Sodium Chloride
Color	Uniform in consistency throughout the material.	Visual inspection
Toxicity For criteria and limits, refer to Standard Specifications for LIQUID Anti-icer/De-icer, Chemical Composition.	For test methods, refer to Standard Specifications for LIQUID Anti-icer/De-icer. Material diluted to a 25% (W/V) concentration and tested same as liquid. Do not back calculate the concentration of parameters to the dry weight.	

(1) CR = Clear Roads; www.clearroads.org
(2) Dilution ratio equals parts product to parts distilled water.

- Products shall adhere to the CR Specification and shall meet the requirements of Category 4B or 4C on the CR QPL for solid and Category 1 for liquid.
- Product must be clean and free from extraneous matter, uniform in consistency, and does not segregate.

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QUALIFICATION OF BIDDERS

A bidder, in submitting a Proposal, thereby represents that he is fully qualified, properly licensed, staffed and equipped to properly perform the work in accordance with all applicable laws and local ordinances having jurisdiction.

Questions concerning this Invitation to Bid should be posted to Public Purchase.

Bid Results will be posted on WYDOT's website at the following web address:
http://www.dot.state.wy.us/home/business_with_wydot/purchasing/bid_results.html

Darin J. Westby, P.E.
Director

Nicholas Gronski

By:
Nicholas Gronski
Procurement Services Manager

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WYOMING DEPARTMENT OF TRANSPORTATION
PROCUREMENT SERVICES
PROPOSAL

We the undersigned agree to provide and deliver **LIQUID and SOLID Anti-icers/Deicers**, as specified herein, at designated shipping points shown below, **transportation charges prepaid**, at the prices set forth in the schedule below, in accordance with the Invitation to Bid, Special Provisions and Standard Specifications dated July 24, 2026.

DISTRICT 1

No Category 1 Material Required in District 1

DISTRICT 1

PRODUCT	*EST. VOLUME*	*UNIT*	*DELIVERY POINT*	*UNIT PRICE*	*TOTAL*
Category 2	500	Ton	Cheyenne		
Category 2	200	Ton	Harriman*		
Category 2	200	Ton	Pine Bluffs		
Category 2	200	Ton	Rock River (Arlington Yard)**		
Category 2	200	Ton	Elk Mountain		
Category 2	200	Ton	Medicine Bow		
Category 2	200	Ton	Rawlins***		
Category 2	200	Ton	Laramie		
Category 2	100	Ton	Medicine Bow/Rock River****		

* Deliver to Harriman Site I-80, Milepost 343.5 eastbound lane, south side.
** Deliver to Arlington Yard WY-13 MP 16.89
***Deliver to Rawlins US 30/I-80 Milepost 215.35
****Deliver to Rock River US 30 Milepost 290.07
See number 6. Delivery Method (Category 2) for delivery method

District 1, Category 2, Grand Total $ _____

DISTRICT 2

PRODUCT	*EST. VOLUME*	*UNIT*	*DELIVERY POINT*	*UNIT PRICE*	*TOTAL*
Category 1	13,200	Gal	Casper		
Category 1	6,600	Gal	Midwest		
Category 1	13,200	Gal	Kaycee		

District 2, Category 1, Grand Total $ _____

_____ _____
(NAME OF BIDDER) (ADDRESS)

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WYOMING DEPARTMENT OF TRANSPORTATION **July 24, 2026**
LIQUID AND SOLID ANTI-ICERS/DEICERS, CATEGORY 1 AND 2 **Bid No. 26-201RC**

DISTRICT 2

PRODUCT	*EST. VOLUME*	*UNIT*	*DELIVERY POINT*	*UNIT PRICE*	*TOTAL*
Category 2	725	Ton	Casper (Amoco Pit)		
Category 2	120	Ton	Chugwater		
Category 2	220	Ton	Douglas		
Category 2	120	Ton	Lusk		
Category 2	120	Ton	Midwest		
Category 2	125	Ton	Torrington		
Category 2	125	Ton	Wheatland		
Category 2	70	Ton	Kaycee		

See number 6. Delivery Method (Category 2) for delivery method

District 2, Category 2 - Grand Total $ _____

DISTRICT 3

PRODUCT	*EST. VOLUME*	*UNIT*	*DELIVERY POINT*	*UNIT PRICE*	*TOTAL*
Category 1	12,000	Gal	Patrick Draw Station		
Category 1	12,000	Gal	Wamsutter		

District 3, Category 1, Grand Total $ _____

DISTRICT 3

PRODUCT	*EST. VOLUME*	*UNIT*	*DELIVERY POINT*	*UNIT PRICE*	*TOTAL*
Category 2	400	Ton	Rock Springs		
Category 2	900	Ton	Afton		
Category 2	1,000	Ton	Pinedale		
Category 2	2,000	Ton	Jackson		
Category 2	300	Ton	Kemmerer		
Category 2	200	Ton	La Barge		

See number 6. Delivery Method (Category 2) for delivery method

District 3, Category 2, Grand Total $ _____

_____ _____
(NAME OF BIDDER) (ADDRESS)

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WYOMING DEPARTMENT OF TRANSPORTATION **July 24, 2026**
LIQUID AND SOLID ANTI-ICERS/DEICERS, CATEGORY 1 AND 2 **Bid No. 26-201RC**

DISTRICT 4

No Category 1 Material Required in District 4

DISTRICT 4

PRODUCT	*EST. VOLUME*	*UNIT*	*DELIVERY POINT*	*UNIT PRICE*	*TOTAL*
Category 2	35	Ton	Dayton		
Category 2	35	Ton	Pole Creek/Buffalo*		
Category 2	120	Ton	Gillette		
Category 2	70	Ton	Reno Junction/Wright		
Category 2	70	Ton	Moorcroft		
Category 2	250	Ton	Sundance		
Category 2	100	Ton	Newcastle		
Category 2	35	Ton	Buffalo		

* Delivery will be to the Pole Creek Camp RM 69.30 on US 16 West of Buffalo.
See number 6. Delivery Method (Category 2) for delivery method

District 4, Category 2, Grand Total $ _____

District 5

No Category 1 Material Required in District 5

District 5

PRODUCT	*EST. VOLUME*	*UNIT*	*DELIVERY POINT*	*UNIT PRICE*	*TOTAL*
Category 2	36	Ton	Basin		
Category 2	110	Ton	Cody		
Category 2	70	Ton	Dubois		
Category 2	110	Ton	Lander		
Category 2	110	Ton	Lovell		
Category 2	70	Ton	South of Meeteetse		
Category 2	70	Ton	Shoshoni		
Category 2	110	Ton	Riverton		
Category 2	36	Ton	Ten Sleep		

See number 6. Delivery Method (Category 2) for delivery method

District 5, Category 2, Grand Total $ _____

_____ _____
(NAME OF BIDDER) (ADDRESS)

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WYOMING DEPARTMENT OF TRANSPORTATION **July 24, 2026**
LIQUID AND SOLID ANTI-ICERS/DEICERS, CATEGORY 1 AND 2 **Bid No. 26-201RC**

DELIVERY FOR: PLEASE NOTE SECTION 11 OF SPECIAL PROVISIONS					
PRODUCT	***DELIVERY POINT***	***VOLUME***	***UNIT***	TO BE FILLED IN BY BIDDER	
				UNIT PRICE	***TOTAL***
CATEGORY 2	CITY OF CASPER 1800 EAST K ST. CASPER, WY 82601 CASEY LYNCH (307) 235-8415	2,500	TONS		

Trucks (single or tandem axle), conveyer or belt trailers (also known as "Live Bottom" or "Walking Floor") MUST be used for Category 2 material transport to any delivery point in all districts. Delivery using other forms of trailers (i.e. belly or side dump), and/or pup trailers will result in rejection of the load.

ADDENDA ACKNOWLEDGEMENT

ADDENDA, DATED _____.

WAS RECEIVED BY _____ON _____.

PROPOSAL GUARANTY

BID BOND NO. _____ IN THE AMOUNT OF $_____ **(10%)**

ISSUED BY _____ AGENCY

REPRESENTING _____ INSURANCE COMPANY

- OR -

CHECK NO._____ IN THE AMOUNT OF $_____ **(10%)**

DRAWN ON THE_____ BANK OF _____.

_____ _____
(NAME OF BIDDER) (ADDRESS)

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WYOMING DEPARTMENT OF TRANSPORTATION **July 24, 2026**
LIQUID AND SOLID ANTI-ICERS/DEICERS, CATEGORY 1 AND 2 **Bid No. 26-201RC**

The following information is to be supplied by the bidder and returned with proposal (if applicable).

1. The designated Category 1 product being bid is sold under the brand name of

   _____CR QPL Category_____

2. The designated Category 1 product is manufactured by

   _____

3. This product will contain _____ percent magnesium chloride.

4. This product weight _____ pounds per gallon at the percentage indicated above.

5. This product can be stored for _____ days at _____ degrees Fahrenheit or warmer without precipitating out solids in excess of 0.3% by weight, and No _____, Some _____, Moderate _____, or High _____ agitation or re-circulation is required to prevent stratification.

6. The designated Category 2 product being bid is sold under the brand name of

   _____CR QPL Category_____

7. The designated Category 2 product is manufactured by

   _____

8. Vendor Representatives

   Name/location_____ Telephone No. _____
   (Contract Rep.)

   Name/location _____ Telephone No. _____
   (Technical Rep.)

9. Truck Capacity - Category 1 - _____gallons, Category 2 - _____ tons.

_____ _____
(NAME OF BIDDER) (ADDRESS)

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WYOMING DEPARTMENT OF TRANSPORTATION **July 24, 2026**
LIQUID AND SOLID ANTI-ICERS/DEICERS, CATEGORY 1 AND 2 **Bid No. 26-201RC**

1. In compliance with the above and subject to all conditions hereof, the undersigned agrees that if this bid is accepted by the Wyoming Transportation Commission, to furnish the service upon which prices are quoted, at the price set forth on this Proposal.
2. The undersigned also agrees to make delivery within **10 days after receipt of orders** during the contract period. The bidder hereby certifies that all prices are **F.O.B. Destination, transportation charges prepaid**, for all shipments.
3. The bidder certifies that the prices quoted are exclusive of any federal, state, county or municipal tax from which the State shall be exempt; and that no federal, state, county or municipal tax will be added to any of the prices for deliveries made on the contract executed hereunder.
4. TERMS: NET 45 (Wyoming Statute §16-6-602)
5. The undersigned hereby covenants and agrees that they are the only person interested in this Proposal and that this Proposal is made without collusion with any other person, firm or corporation.
6. The undersigned certifies and agrees that this bid is submitted in accordance with all applicable Wyoming laws.
7. The undersigned certifies and agrees to the Wyoming Department of Transportation's Disclaimer as published on the Public Purchase website, and attached with the bid notification.
8. The undersigned hereby acknowledges that they have read and understand the terms and conditions as stated, and agrees to be bound by them. No modification or deletion of, or addition to these terms and conditions shall be binding to either party unless made in writing and signed by an authorized representative of both parties, prior to consideration of award.
9. The undersigned certifies that they have carefully examined the Invitation to Bid, Special Provisions and Specifications covering the services included in this Proposal and understands the conditions under which the items must be furnished.
10. Do you claim preference as a Wyoming Resident Bidder as specified in Wyoming State Statutes 16-6-101 through 16-6-121 or 16-6-301? YES_____ NO_____ (if yes, provide Certificate of Residency)
11. By signing below, the participant certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency in accordance with 2 CFR 200 and 2 CFR Part 180.

_____ (NAME OF BIDDER)	_____ (P.O. BOX/ STREET ADDRESS)
_____ (TELEPHONE NUMBER)	_____ (CITY, STATE AND ZIP CODE)
_____ (AUTHORIZED REPRESENTATIVE)	_____ (AUTHORIZED SIGNATURE)
_____ (EMAIL ADDRESS)	_____ (DATE)

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SUPPLEMENTARY DOCUMENT

FOR

CERTIFICATION OF NON-DISCRIMINATION

The bidder hereby certifies that all persons employed by their firm, their affiliates, subsidiaries, or holding companies are treated equally by their firm without regard to or because of race, religion, ancestry, national origin, or sex as required by Federal and State anti-discrimination laws. The bidder further certifies and agrees that it will deal with sub-contractors, bidders or vendors without regard to or because of race, religion, ancestry, national origin or sex. Violation of this certification may constitute a material breach of contract upon which the Wyoming Department of Transportation may determine to cancel, terminate, or suspend the contract as per the provisions of the State of Wyoming Executive Department, Executive Order 1976-6.

_____
(FIRM)

BY:_____

_____
(TITLE)

DATE: _____

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BID CHECK LIST

Have you filled out all proposal pages completely?

- Bid amount (both numeric and written).
- Addenda acknowledgement (acknowledge any and all addenda issued).
- Proposal guaranty **(must be in the amount of 10%)**.

Bid Bonds

- Is the bid bond signed by the surety?
- Is the bid bond signed by the company representative?
- Is the exact name of the contractor listed as the principal?
- Is the impressed surety seal affixed to the bid bond?
- Does the name on the surety seal match the name of the surety on the bond?
- Is the bond dated on or before the letting date of the project?
- Is the signer for the surety listed on the power of attorney attached to the bid bond?
- Is the correct project name or bid number listed on the bid bond?
- Is the bid bond in the amount of 10% of the total bid?

Guaranty Checks

- Is the check a certified check, cashier's check or bank money order (no personal or company checks will be acceptable).
- Is the check dated on or before the letting date?
- Is the check made payable to the Wyoming Department of Transportation?
- Is the check drawn on a state or national bank or credit union (personal or company checks are unacceptable)?
- Is the check in the amount of 10% of the total bid?

- Date.
- Preference claim (if claiming residency, be sure to include Certificate of Residency).
- Bidder information.
  - Name of bidder.
  - Address.
  - Telephone number.
  - City, State, Zip.
  - E-mail address.
  - Authorized representative signature **(ALL BIDS MUST BE SIGNED!)**

All proposals submitted shall include all WYDOT proposal pages, the certification of non-discrimination, the sub-contractors list (if no sub-contractors are to be used, please indicate on the sub-contractors list attached and submit this form with bid) and the **proposal guaranty in the amount of 10%**. Any proposals submitted on other than WYDOT proposal forms will not be considered.

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WYOMING DEPARTMENT OF TRANSPORTATION **July 24, 2026**
LIQUID AND SOLID ANTI-ICERS/DEICERS, CATEGORY 1 AND 2 **Bid No. 26-201RC**

DELIVERY FOR: PLEASE NOTE SECTION 11 OF SPECIAL PROVISIONS					
PRODUCT	***DELIVERY POINT***	***VOLUME***	***UNIT***	TO BE FILLED IN BY BIDDER	
				UNIT PRICE	***TOTAL***
CATEGORY 2	CITY OF CASPER 1800 EAST K ST. CASPER, WY 82601 CASEY LYNCH (307) 235-8415	2,500	TONS	122.12	305,300.00
CATEGORY 2	NATRONA COUNTY DELIVER TO THE PIT LOCATED ON SIX MILE ROAD AND MORGAN ST., JUST EAST OF THE AIRPORT MILLS, WY 82644 MIKE HAIGLER (307) 235-9311	200	TONS	122.12	24,424.00

Trucks (single or tandem axle), conveyer or belt trailers (also known as "Live Bottom" or "Walking Floor") MUST be used for Category 2 material transport to any delivery point in all districts. Delivery using other forms of trailers (i.e. belly or side dump), and/or pup trailers will result in rejection of the load.

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Salt Wash Inc
(NAME OF BIDDER)

PO Box 628 Morgan, UT 84050
(ADDRESS)

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WYOMING DEPARTMENT OF TRANSPORTATION **July 24, 2026**
LIQUID AND SOLID ANTI-ICERS/DEICERS, CATEGORY 1 AND 2 **Bid No. 26-201RC**

The following information is to be supplied by the bidder and returned with proposal (if applicable).

1. The designated Category 1 product being bid is sold under the brand name of

   _____ CR QPL Category _____

2. The designated Category 1 product is manufactured by

   _____ NO Bid

3. This product will contain _____ percent magnesium chloride.

4. This product weight _____ pounds per gallon at the percentage indicated above.

5. This product can be stored for _____ days at _____ degrees Fahrenheit or warmer without precipitating out solids in excess of 0.3% by weight, and No _____, Some _____, Moderate _____, or High _____ agitation or re-circulation is required to prevent stratification.

6. The designated Category 2 product being bid is sold under the brand name of

   IceKicker CR QPL Category 4C

7. The designated Category 2 product is manufactured by

   SaltWorx

8. Vendor Representatives

   Name/location Kyle Brown / Utah (Contract Rep.) Telephone No. 801-791-3321

   Name/location Kyle Brown / Utah (Technical Rep.) Telephone No. 801-791-3321

9. Truck Capacity - Category 1 - _____ gallons, Category 2 - 32 tons.

SaltWorx Inc (NAME OF BIDDER)

PO Box 628 Morgan, UT 84050 (ADDRESS)

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WYOMING DEPARTMENT OF TRANSPORTATION **July 24, 2026**
LIQUID AND SOLID ANTI-ICERS/DEICERS, CATEGORY 1 AND 2 **Bid No. 26-201RC**

1. In compliance with the above and subject to all conditions hereof, the undersigned agrees that if this bid is accepted by the Wyoming Transportation Commission, to furnish the service upon which prices are quoted, at the price set forth on this Proposal.
2. The undersigned also agrees to make delivery within **10 days after receipt of orders** during the contract period. The bidder hereby certifies that all prices are **F.O.B. Destination, transportation charges prepaid**, for all shipments.
3. The bidder certifies that the prices quoted are exclusive of any federal, state, county or municipal tax from which the State shall be exempt; and that no federal, state, county or municipal tax will be added to any of the prices for deliveries made on the contract executed hereunder.
4. TERMS: NET 45 (Wyoming Statute §16-6-602)
5. The undersigned hereby covenants and agrees that they are the only person interested in this Proposal and that this Proposal is made without collusion with any other person, firm or corporation.
6. The undersigned certifies and agrees that this bid is submitted in accordance with all applicable Wyoming laws.
7. The undersigned certifies and agrees to the Wyoming Department of Transportation's Disclaimer as published on the Public Purchase website, and attached with the bid notification.
8. The undersigned hereby acknowledges that they have read and understand the terms and conditions as stated, and agrees to be bound by them. No modification or deletion of, or addition to these terms and conditions shall be binding to either party unless made in writing and signed by an authorized representative of both parties, prior to consideration of award.
9. The undersigned certifies that they have carefully examined the Invitation to Bid, Special Provisions and Specifications covering the services included in this Proposal and understands the conditions under which the items must be furnished.
10. Do you claim preference as a Wyoming Resident Bidder as specified in Wyoming State Statutes 16-6-101 through 16-6-121 or 16-6-301? YES_____ NO__X__ (if yes, provide Certificate of Residency)
11. By signing below, the participant certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency in accordance with 2 CFR 200 and 2 CFR Part 180.

SaltWorx Inc (NAME OF BIDDER)	PO Box 628 (P.O. BOX/ STREET ADDRESS)
801-791-3321 (TELEPHONE NUMBER)	Morgan, UT 84050 (CITY, STATE AND ZIP CODE)
Kyle Brown (AUTHORIZED REPRESENTATIVE)	 (AUTHORIZED SIGNATURE)
kyle@saltworx.net (EMAIL ADDRESS)	8/24/26 (DATE)

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SALTWORX

Quality Control Plan – IceKicker Road Salt

Quality Management Plan Summary:

The key to supplying the best value salt for the dollar is quality! SaltWorx has perfected the process of delivering the most deicing solute per ton of salt available in the market. Our manufacturing facility is located in Grantsville, UT near Broken Arrow's salt plant. The raw solar salt used to produce IceKicker is supplied by Broken Arrow Inc. and all manufacturing, shipping, and product sampling takes place in Grantsville. Regular testing and manufacturing procedures have been implemented to ensure IceKicker meets the quality requirements of our customers.

Quality Management Plan Details:

Quality Control (QC) takes place throughout the harvest of raw material, processing, and shipment of IceKicker road salt. Quality control begins before salt is harvested by monitoring salt pond evaporation, measuring salt condensation in ponds, and analyzing salt crystal formation during the evaporation process. Once ponds are ready for harvest, salt is collected and hauled to large stockpiles onsite. These stockpiles are tested for moisture daily with an electronic moisture analyzer and values are recorded on location. All equipment is calibrated, and screen sizes are set prior to manufacturing.

IceKicker is produced throughout the year on as needed basis. Raw salt is tested for moisture prior to the production process and measures can be taken to achieve the desired moisture content prior to applying additives. All liquid additives are applied using a variety of pumps and flow meters to assure precise additive application on the finished product. Loaders are calibrated to measure throughput tonnage matched with liquid additive application in the mixing system. All systems are checked and regulated throughout the production process until buildings are full and batches are complete. Daily production capacities are roughly 4000 tons per day. Once complete, the finished product is tested for compliance and shipped to the customer.

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All IceKicker raw materials are certified and tested by the manufacturer and stored onsite. During the production of salt, representative samples are taken every hour and tested for various parameters to meet quality standards of IceKicker. All systems, procedures, and manufacturing processes are compiled in a manual for operations personnel to reference. Plant management briefs working staff daily on QC parameters and operational changes. Safety precautions and procedures are implemented onsite, and employees are required to follow instructions.

Testing Labs:

Analytical Laboratories in Boise, ID
Broken Arrow Lab in Lake Point, UT.

Equipment:

- Mixing tanks & pumps
- Salt blending equipment
- Loaders & Dozers
- Heavy Haul Trucks
- Liquid Trucks
- Storage Buildings
- Delivery trucks

Corrective action for out of specification product:

1. Verify out of spec product
2. Communicate with agency and compare testing
3. Remove failed product from storage buildings
4. Conduct a QC check on additives and re-blend if necessary
5. Check calibration of equipment and flow meters prior to re-blending
6. Check moisture of salt prior to manufacturing
7. Re-blend IceKicker starting with new salt and a verified batch of additives
8. Re-screen salt to meet gradation specs
9. Pull samples of re-blended salt
10. Test for compliance
11. Share results with agency
12. Deliver salt

Effective Dates:

July 1, 2026 to October 1, 2027

Quality Control contact is:

Kyle Brown – (801) 791-3321 – kyle@saltworx.net

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Analytical Laboratories Inc

1804 N. 33rd Street
Boise, Idaho 83703
Phone (208) 342-5515

www.analyticallaboratories.com
Lab Federal ID# ID00020

Laboratory Analysis Report

Report To: KYLE BROWN
SALT WORX INC
P.O. BOX 628
MORGAN, UT 84050
Phone: (801) 791-3321 Copy:
e-mail: kyle@saltworx.net
Date Received: 07/08/2025
Collection Date/Time: 07/03/2025 0:00

Lab/Sample Number: 2514471-01
Sample Location: ICE KICKER 2025

Date Printed: 07/18/2025 15:50
Collector's Name: KYLE BROWN
Transported By: FEDEX
Temp C Received at Lab:

Field Measurements

pH: Total Chlorine mg/L: DO mg/L:
Temp C: Free Chlorine mg/L: Flow g/min:

Analyte	Result	Units	MRL	MDL	MCL	Analyzed	Analyst	Method	Notes
Inorganics									
pH, Deicer 1+4	8.6	S.U.				7/12/25 17:00	GL	ASTM D1293	
Water Insolubles	0.170	%	0.002	0.002		7/10/25 11:00	BDM	ASTM E 534	
% Moisture	2.2	%	0.1	0.1		7/12/25 13:47	KL	ASTM E 534	
Sulfate, SO4	0.7	% wt	0.4	0.02		7/10/25 22:18	NC	EPA 300.0	
Cyanide, Total	ND	mg/L	0.05	0.008		7/13/25 15:18	AY	EPA 335.4	
Total Phosphate (as P)	ND	mg/L	10	6		7/13/25 17:30	AY	EPA 365.4	
Mercury									
Mercury, Hg	ND	mg/L	0.02	0.000005		7/18/25 15:30	JD	EPA 245.1	
Metals by ICP									
Copper, Cu	ND	mg/L	0.1	0.02		7/16/25 13:42	DS	EPA 6010D	
Cadmium, Cd	ND	mg/L	0.05	0.001		7/16/25 13:42	DS	EPA 6010D	
Zinc, Zn	0.2	mg/L	0.1	0.001		7/16/25 13:42	DS	EPA 6010D	
Chromium, Cr	ND	mg/L	0.5	0.001		7/16/25 13:42	DS	EPA 6010D	
Barium, Ba	ND	mg/L	0.5	0.002		7/16/25 13:42	DS	EPA 6010D	
Arsenic, As	ND	mg/L	1.0	0.0004		7/16/25 13:42	DS	EPA 6010D	
Lead, Pb	ND	mg/L	0.5	0.0005		7/16/25 13:42	DS	EPA 6010D	
Selenium, Se	ND	mg/L	1.0	0.0006		7/16/25 13:42	DS	EPA 6010D	
Total Metals									
Gradation, % WT Passing #30 sieve	0.0	%				7/9/25 9:42	KL	ASTM D 632	
Gradation, % WT Passing #4 sieve	50.2	%				7/9/25 9:42	KL	ASTM D 632	
Gradation, % WT Passing #8 sieve	20.9	%				7/9/25 9:42	KL	ASTM D 632	
Gradation, % WT Passing 3/4 inch sieve	100	%				7/9/25 9:42	KL	ASTM D 632	
Sodium Chloride	97.8	% wt	0.12	0.12		7/18/25 10:53	JH	ASTM E 534	
Metals Digestion	COMPLETE					7/9/25 17:01	KL	EPA 3050	
Calcium Chloride	0.40	% wt	0.12	0.12		7/14/25 14:44	DS	EPA 6010D	
Potassium Chloride	0.37	% wt	0.02	0.02		7/14/25 14:44	DS	EPA 6010D	
Magnesium Chloride	1.43	% wt	0.16	0.16		7/14/25 14:44	DS	EPA 6010D	
Corrosion Rate	47.5	%				7/18/25 12:00	JH	NACE PNS	C

C Corrosion Rate Duplicate = 49.5 %

Remarks

Values in mg/L are based on a 25% (wt/vol) solution.

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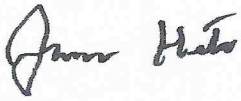
Analytical Laboratories Inc

1804 N. 33rd Street
Boise, Idaho 83703
Phone (208) 342-5515

www.analyticallaboratories.com
Lab Federal ID# ID00020

Authorized Signature,



JAMES HIBBS, Client Manager

This report shall not be reproduced except in full, without the written approval of the laboratory
The results reported relate only to the samples indicated.

ND - Non Detect
MCL - Maximum Contaminant Level
MDL - Method Detection Limit
MRL - Method Reporting Limit

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SALTWORX

IceKicker® High Performance Road Salt

Safety Data Sheet

1. Product and Company Identification

Product Name	IceKicker® High Performance Road Salt
Company	SaltWorx LLC PO Box 628 Morgan, UT 84050
Product Information	(801) 791-3321
Emergency Contact	(801) 791-3321
Date Prepared	October 2025
Chemical Name(s)	Complex Chloride Blend (Sodium Chloride)
Suggested Use	High Performance Roadway Deicing Salt

2. Hazards Identification

Routes of Entry

Skin absorption, eye contact, inhalation, ingestion

Potential Acute Health Effects

Eyes	Irritant after contact
Skin	Irritant after contact
Inhalation	Irritant after inhalation
Ingestion	Irritant, potential gastrointestinal distress

Potential Chronic Health Effects

Carcinogenic Effects	Not classified or listed by IARC, NTP, OSHA
Mutagenic Effects	Not Available

Medical Condition Effects

Prolonged exposure not known to aggravate medical conditions

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3. Composition/Information on Ingredients

Component	CAS #	% Component
Sodium Chloride	7647-14-5	93% - 96%
Proprietary Blend of Melting Power Enhancers	N/A	3% -5%
Water	7732-18-5	< 4.5%

4. First Aid Measures

Eye Contact Flush with water for at least 15 minutes. Seek medical attention if irritation persists.

Skin Contact Wash thoroughly with soap and water. Seek medical attention if irritation persists.

Inhalation Move to fresh air. If not breathing, administer CPR. Seek medical attention if irritation persists.

Ingestion Do not induce vomiting. Rinse mouth with water. Seek medical attention if irritation persists.

5. Fire Fighting Measures

Flash Point	Not Available
Flammable Limits	Not Available
Auto ignition Temperature	Not Available
Extinguishing Media	None Required. As required for surrounding materials.
Fire & Explosion Hazards	None
Special Fire Fighting Procedures	None
Fire Protective Clothing	Self-contained breathing apparatus (SCBA) and full turnout gear recommended

6. Accidental Release Measures

Small or Large Spill Small or Large Spill Use rubber gloves and eye protection with appropriate tools to place spilled material into a suitable waste disposal container. Spread water on the contaminated surface and dispose of in a manner compliant with federal, state and local regulations.

7. Handling and Storage

Handling Provide adequate ventilation if dust is generated by equipment

Storage Store in a dry location

8. Exposure Controls and Personal Protection

Engineering Controls Provide adequate ventilation to reduce dust during handling.

Personal Protection

Eyes Safety glasses

Body Not generally required.

Respiratory

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9. Physical and Chemical Properties

Physical State	White Crystalline Solid
Appearance	Blue
Odor	None
pH	6-8 (Neutral)
Solubility	90-99% in cold or hot water

10. Stability and Reactivity

Stability	Stable
Instability	None
Hazardous Decomposition	None
Incompatibility	Oxidizing agents, acids
Hazardous Polymerization	Will not occur

11. Toxicological Information

Toxicity to Animals	Not Determined
Chronic Effect to Humans	Not classified or listed by IARC, NTP, OSHA
Other Human Toxic Effects	Slight eye, skin, stomach and lung irritant

12. Ecological Information

Toxicological Information	None

13. Disposal Consideration

Waste Disposal	Dispose of in accordance with all federal, state and local regulations.

14. Transportation Information

DOT Classification	Not a United States DOT controlled material
US Federal Regulations	Not subject to reporting under SARA, Title III, Section 313
State Regulations	None
Canadian Regulations	Not controlled under WHMIS (Canada)

15. Regulatory Information

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16. Other Information

Last Updated by SaltWorx on 10-9-2025

The information contained herein is accurate, to the best of our knowledge. However, SaltWorx nor any of its subsidiaries, suppliers or distributors assume any liabilities whatsoever for the completeness or accuracy of the data or the results of the use thereof.

Final determination as to the suitability for use is the sole responsibility of the user. No warranty of any type is expressed or implied.

RESOLUTION NO. 26-252

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH SALTWORX, LLC, FOR THE 2026-2027 STREET ICE SLICER PROCUREMENT.

WHEREAS, the City is undertaking a project that requires professional services to provide and deliver Solid Anti-Icer/Deicer to the Casper Streets Division; and,

WHEREAS, Saltworx, LLC, represents that it is ready, willing and able to provide the services required by the Contract between Saltworx, LLC, and the City; and,

WHERAS, the City desires to retain Saltworx, LLC, to furnish the required service pursuant to the terms and conditions of the 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 Saltworx, LLC, for the work.

BE IT FURTHURE RESOLVED: That the City Manager is hereby authorized and directed to make payments as set fourth in the Contract for Professional Services in an amount not to exceed Three Hundred Five Thousand Three Hundred and 00/100 Dollars ($305,300.00)

PASSED, APPROVED, AND ADOPTED on this __ day of _____, 2026.

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

October 15, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Zulima Lopez, Parks, Recreation, and Public Facilities Director
Randy Norvelle, Parks Manager

SUBJECT: Authorizing a Temporary Use Agreement with Christmas Delight, LLC, for Use of the Casper Speedway for a Christmas Light Drive-Thru

Meeting Type & Date
Council Meeting
October 20, 2026

Action Type
Resolution

Recommendation
That Council approves, by resolution, a Temporary Use Agreement between the City of Casper and Christmas Delight, LLC, for use of the Casper Speedway for a Christmas Light Drive-Thru.

Summary
The Casper Speedway is currently unleased and closed for the season, with racing activities not expected to resume until spring 2027 under a new operator. Christmas Delight, LLC has expressed interest in utilizing the facility for a third consecutive year to operate its Christmas Light Drive-Thru event during the upcoming holiday season. Staff requests approval of a temporary use agreement with Christmas Delight, LLC, for the use of the Casper Speedway for their Christmas Light Drive-Thru. Christmas Delight has a proven track record of successfully utilizing the Speedway for its annual Christmas Light Drive-Thru. Their familiarity with the facility, combined with a positive working relationship with the City, positions them to continue delivering a successful event for the community.

Financial Considerations
Under the temporary use agreement, Christmas Delight, LLC, will pay the City of Casper $1,000.00 for the use of the Casper Speedway for approximately two (2) months during the holiday season.

Council Adopted Goals
☐ Infrastructure
☒ Fiscal Stability – this temporary use agreement will generate revenue the General Fund
☐ Communication & Public Education

Oversight/Project Responsibility
Randy Norvelle, Parks Manager

Attachments
Temporary Use Agreement
Resolution

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TEMPORARY USE AGREEMENT

THIS AGREEMENT for the TEMPORARY USE of certain real property by license this "**Agreement**", dated as of the _____ day of October, 2026, is entered into between the City of Casper, Wyoming "**City**", a Wyoming municipal corporation with an address of 200 N. David Street, Casper, Wyoming 82601, and Christmas Delight, LLC "**Licensee**", with an address of 1720 East 26th, Casper, Wyoming 82601. Individually, City and Licensee may be referred to as a "party" or collectively as the "parties."

RECITALS:

WHEREAS, this Agreement creates a license to temporarily use Casper Speedway Property located at 1277 Amoco Road, Casper, Wyoming 82601 and does not create a landlord-tenant relationship as defined under Wyoming law; and,

WHEREAS, the parties acknowledge that they fully understand the difference between a license and a lease of real property and that such representation of understanding is a **MATERIAL INDUCEMENT**, each to the other, to entering into this Agreement; and,

WHEREAS, the parties intend by this Agreement to set forth the terms under which the Licensee may use the City's property.

NOW, THEREFORE, in consideration of the foregoing promises and other good and valuable consideration, and upon the terms and conditions of the Agreement and the mutual covenants and agreements contained herein, the parties agree as follows:

1. Licensee's Occupancy. City permits Licensee to possess, use, and occupy the Casper Speedway designated portion of the Property on October 26, 2026, at 8:00 AM and ending on January 31, 2027, at 12:00 PM. Licensee shall use and occupy the designated portion of the Property for the purpose of Christmas light drive thru.

2. Use and Occupancy Fee. Licensee shall pay to City a charge of One Thousand Dollars ($1,000.00) for the entire period of Licensee's use and occupancy of the Property pursuant to the terms of this Agreement. Payment shall be received by the City prior to Licensee's first entry upon the Property for setup, occupancy, or operations. Failure to timely pay the fee shall constitute a material breach of this Agreement and may result in immediate termination by the City.

3. Licensee Relationship Created. This Agreement is not intended to be a lease under Wyoming law, and the terms of this Agreement do not create and shall not be construed to create a landlord-tenant relationship. Licensee shall use and occupy the Property as a licensee and it is expressly understood that neither party shall have any of the rights that exist at law arising out of a landlord-tenant relationship. The parties acknowledge and agree that their individual understanding of the foregoing will be deemed, construed, and interpreted as a **MATERIAL INDUCEMENT** to entering into this Agreement, and that without such an understanding, this Agreement would not have been entered into by the parties.

4. Damage or Destruction. Licensee agrees not to cause any damage or destruction to the Property during its use and occupancy set forth hereunder. Licensee further agrees that if the Property shall

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suffer any damage or destruction because of Licensee's actions or omissions, Licensee shall be liable for the cost of repairing and correcting same. Licensee further agrees to assume all risk of wear and tear to the Property and shall be responsible for making any and all repairs to the Property whether ordinary or extraordinary. Upon expiration or termination of this Agreement, Licensee shall remove all temporary improvements, lighting displays, wiring, equipment, generators, signage, fencing, barriers, and personal property brought onto the Property by Licensee. Licensee shall restore the Property to substantially the same condition that existed at the commencement of Licensee's occupancy, ordinary wear and tear excepted.

5. Safety and Operational Requirements. Licensee shall operate the Christmas light drive-through event in a safe manner and in compliance with all applicable federal, state, and local laws, ordinances, regulations, permits, and approvals. Licensee shall be solely responsible for traffic control within the event, event staffing, crowd management, emergency access, and event operations. Licensee shall maintain all lighting displays, electrical installations, signage, barriers, and other temporary improvements in a safe condition throughout the term of this Agreement. Licensee shall promptly correct any unsafe condition upon notice from the City or upon discovery by Licensee.

6. Insurance and Indemnification. Licensee must provide insurance and indemnification as set forth in Exhibit A, which is hereby made a part of this Agreement.

7. Governmental Claims. 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 City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

8. Assignment. Neither party shall assign any interest in this Agreement, nor transfer any interest in the same without the prior written approval of the other party.

9. Notices. All notices, requests, consents, claims, demands, waivers, and other communications under this Agreement (each, a "**Notice**", and with the correlative meaning "**Notify**") must be in writing and addressed to the other party at its address set forth below (or to such other address that the receiving party may designate from time to time in accordance with this Section). Unless otherwise agreed herein, all Notices must be delivered by personal delivery, nationally recognized overnight courier or certified or registered mail (in each case, return receipt requested, postage prepaid). Except as otherwise provided in this Agreement, a Notice is effective only (a) on receipt by the receiving party, and (b) if the party giving the Notice has complied with the requirements of this Section. However, a party's refusal to accept delivery of any notice or communication sent by another party shall not render such notice ineffective.

Notice to City:

City of Casper
Attn: Randy Norvelle
1800 East K Street
Casper, WY, 82601

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Telephone: 307-235-8309

Notice to Licensee: Christmas Delight, LLC
1720 East 26th Street
Casper, WY, 82601
Telephone: 208-569-2229

10. Binding on Successors. The terms, covenants, and conditions contained in this Agreement shall be binding on the parties, their successors, assigns, heirs, administrators, or executors.

11. Recitals. The Recitals and introductory paragraphs hereof are a part hereof, form a basis for this Agreement, and shall be considered *prima facie* evidence of the facts and documents referred to therein.

12. Termination of Agreement. The parties may terminate this Agreement anytime by providing thirty (30) days written notice to the other party of intent to terminate. Provided however, and notwithstanding any other provision of this Agreement, the City may immediately suspend or terminate this Agreement, in whole or in part, upon written notice to Licensee if the City determines that:

(a) a condition exists that presents an actual or potential threat to public health or safety;

(b) Licensee is operating the event in violation of applicable law or governmental approvals;

(c) Licensee has materially breached any provision of this Agreement; or

(d) continued use of the Property unreasonably interferes with City operations or use of the Casper Speedway.

Upon notice of suspension or termination, Licensee shall immediately cease operations as directed by the City.

13. Entire Agreement. This Agreement, including and together with any related exhibits, schedules, attachments, and appendices, constitutes the sole and entire agreement of the parties with respect to the subject matter contained herein and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, regarding such subject matter.

14. Severability. If any term or provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the parties shall negotiate in good faith to modify this Agreement to effect the original intent of the parties as closely as possible in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

15. Amendments. No amendment to, or modification of this Agreement is effective unless it is in writing and signed by an authorized representative of each party.

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16. Waiver. No waiver by any party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

17. No Third-Party Beneficiaries. This Agreement benefits solely the parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other Person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

18. Choice of Law. This Agreement, including all exhibits, schedules, attachments, and appendices attached hereto, and all matters arising out of or relating to this Agreement, are governed by, and construed in accordance with, the laws of the State of Wyoming, United States of America, without regard to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Wyoming.

19. Choice of Forum. Each party irrevocably and unconditionally agrees that it will not commence any action, litigation, or proceeding of any kind whatsoever against the other party in any way arising from or relating to this Agreement, including all exhibits, schedules, attachments, and appendices attached to this Agreement, and all contemplated transactions, including contract, equity, tort, fraud, and statutory claims, in any forum other than the courts of the State of Wyoming, sitting in Casper, Wyoming, and any appellate court from any thereof. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts and agrees to bring any such action, litigation or proceeding only in the courts of the State of Wyoming sitting in Casper, Wyoming. Each party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.

20. Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. Notwithstanding anything to the contrary in Section 9 (Notices), a signed copy of this Agreement delivered by facsimile, email or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

21. Force Majeure. Any delay or failure of either party to perform its obligations under this Agreement will be excused to the extent that the delay or failure was caused directly by an event beyond such party's control, without such party's fault or negligence and that by its nature could not have been foreseen by such party or, if it could have been foreseen, was unavoidable (which events may include natural disasters, embargoes, epidemics, explosions, riots, wars, or acts of terrorism) (each, a "Force Majeure Event"). The Licensee's financial inability to perform, changes in cost or availability of materials, components or services, market conditions or supplier actions or contract disputes will not excuse performance by Licensee under this Section. The Licensee shall give the City prompt written notice of any event or circumstance that is reasonably likely to result in a Force Majeure Event, and the anticipated duration of such Force Majeure Event. The

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Licensee shall use all diligent efforts to end the Force Majeure Event, ensure that the effects of any Force Majeure Event are minimized and resume full performance under this Agreement.

22. Relationship of the Parties. The relationship between the parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any agency, partnership, franchise, business opportunity, joint venture, or other form of joint enterprise, employment or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever. No relationship of exclusivity shall be construed from this Agreement.

23. Electronic Signatures. The parties understand and agree that they have the right to execute this Agreement 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 Agreement 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 Agreement, they may request a copy from the other party, and the other party shall provide it.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Agreement as of the day and year above.

[Signature Pages Follow]

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Signature Page for the City of Casper

APPROVED AS TO FORM

DocuSigned by:
Wallace Trembath
711E56C840E24B1...

CITY OF CASPER, WYOMING

Ray Pacheco
Mayor

ATTEST

Amanda Ainsworth
City Clerk

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Signature Page for the Licensee

LICENSEE

Christmas Delight, LLC
1720 East 26th St.
Casper, WY 82601

By: DocuSigned by: Ben McArthur B54AB5A5F3B14A6...

Printed Name: Ben McArthur

Title: Owner of Christmas Delight

WITNESS

By: _____

Printed Name: _____

Title: _____

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Exhibit A – Insurance Requirements

1. INSURANCE AND INDEMNIFICATION:

A. Prior to the commencement of work, the Licensee shall procure and maintain for the duration of the Agreement 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 Licensee, 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 One Million Dollars ($1,000,000) 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 (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 the Licensee 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. Umbrella Liability. If Licensee maintains commercial umbrella or excess liability coverage, such coverage shall apply to the activities conducted under this Agreement and shall be available to satisfy the obligations of Licensee under this Agreement..

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C. Higher Limits. If the Licensee 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 Licensee. 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 Licensee 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 Licensee'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 Agreement, the Licensee'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 Licensee 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

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The Licensee hereby grants to the City a waiver of any right to subrogation which any insurer of said Licensee may acquire against the City by virtue of the payment of any loss under such insurance. The Licensee 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

The Licensee 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 Licensee to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

b. Option 2: The Licensee 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 Licensee is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. The Licensee 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 Agreement 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:

Docusign Envelope ID: F19F69DB-15B4-8E03-809B-1B04F749CD9E

a. The Retroactive Date must be shown and must be before the date of the Agreement or the beginning of the work.

b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the term of the Agreement. However, the Licensee's liabilities under this Agreement 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 Agreement effective date, the Licensee must purchase "extended reporting" coverage for a minimum of five (5) years after completion of term of the Agreement and at all times thereafter until the applicable statute of limitations runs.

8. Verification of Coverage

The Licensee 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 Licensee'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

The Licensee shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and the Licensee shall ensure that the City is an additional insured on insurance required from subcontractors.

10. Special Risks or Circumstances

The 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.

Docusign Envelope ID: F19F69DB-15B4-8E03-809B-1B04F749CD9E

E. The Licensee 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 Licensee and any subcontractor thereof.

RESOLUTION NO. 26-253

A RESOLUTION AUTHORIZING A TEMPORARY USE AGREEMENT WITH CHRISTMAS DELIGHT, LLC, FOR THE USE OF THE CASPER SPEEDWAY.

WHEREAS, the City of Casper is the owner of the Casper Speedway, and all the facilities and fixtures thereto; and,

WHEREAS, Christmas Delight, LLC, has expressed an interest in temporarily using the Casper Speedway; and,

WHEREAS, Christmas Delight, LLC is ready, willing and able to use the Casper Speedway; and

WHEREAS, Christmas Delight, LLC has agreed to pay consideration to the City of Casper for the temporary use and occupancy of the Casper Speedway pursuant to a Temporary Use Agreement.

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 Temporary Use Agreement with Christmas Delight, LLC, for the temporary use of the Casper Speedway.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2026.

APPROVED AS TO FORM:

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

September 14, 2026

MEMO TO: Janine Jordan, City Manager JJ for JJ

FROM: Krista Johnston, P.E., Public Services Director KJ
Casey Lynch, Streets and Traffic Manager
Alex Sveda, P.E., City Engineer AS

SUBJECT: Authorizing a Perpetual License Agreement with Bertag Properties, LLC, for Wall Alley Lighting in relation to the City's Downtown Alley Paving, Project No. 24-079.

Meeting Type & Date:
Regular Council Meeting
October 6, 2026

Action Type
Resolution

Recommendation:
That Council, by Resolution, authorize a Perpetual License Agreement with Bertag Properties, LLC, for Wall Alley Lighting in relation to the City's Downtown Alley Paving, Project No. 24-079.

Summary:
On August 4th, 2026, work was awarded to Falcon Construction, LLC (Falcon), in the amount of $256,375, for removal and replacement of the existing alley surfacing located from Center Street to Wolcott Street and Wolcott Street to Durbin Street between 1st Street and 2nd Street to improve surface condition and drainage. The project also includes solar wall pack lighting (alley lighting) as a beautification enhancement to the alley. The completion date for the project is October 30, 2026.

The alley lighting includes installation on building walls owned by private property owners and is to be funded by the City and installed under the City's contract with Falcon. Under the proposed License Agreement, location, placement and maintenance responsibilities will be outlined for the alley lighting. The alley lighting is planned to be secured to the building walls, and the City would operate and maintain the lighting. One (1) alley light is planned to be located and installed on the alley-side of the said property owner's building, and this location is identified in the License Agreement.

Financial Considerations:
None.

Council Adopted Goals:

☒ Infrastructure
☒ Fiscal Stability
☒ Communication & Public Education

Oversight/Project Responsibility:

Alex Sveda, P.E., City Engineer

Attachments:

Resolution
Agreement

PERPETUAL LICENSE AGREEMENT
FOR BUILDING WALL ALLEY LIGHTING

FOR AND IN CONSIDERATION OF THE SUM OF Ten Dollars ($10.00), the receipt of which is hereby acknowledged, Bertag Properties, LLC, 228 East Second Street, Casper, Wyoming 82601, ("**Licensor**"), HEREBY GRANTS A PERPETUAL LICENSE ("**License**") to the CITY OF CASPER, WYOMING, 200 North David, Casper, Wyoming 82601, ("**Licensee**"), for installation, access, maintenance, operation of one (1) solar wall pack alley light, with solar panel (Decorative Induction Lighting Fixture, 12 Watt, 12-inch by 10-inch Solar Array, Solar-Powered, 1000 Lumens, 5000 K color temperature or approved equal), the ("**Facility**"), located upon the following-described land (secured to and attached to existing building wall and roof parapet) at the alley facing vertical building wall and roof/parapet surface near 232 East Second Street and at Location 10 as identified in Exhibit "A", situated in the City of Casper, County of Natrona, State of Wyoming, to-wit:

(See attached Exhibit "A", hereby made part of this License)

THIS LICENSE is granted upon such express terms and conditions as are hereinafter set forth, and should the Licensee at any time violate any of the said terms and conditions, the Licensor, at its option, may immediately revoke this License; provided, however, Licensor first gives notice to Licensee of the alleged violation and provides to Licensee a reasonable opportunity to cure or rectify the alleged violation.

THIS LICENSE is subject to the following conditions:

1. Abandonment. If Licensee removes the alley lighting for purposes other than maintenance or repair, this License shall be considered abandoned by the Licensee and automatically terminate. This license shall also be considered abandoned if the building upon which the lighting is installed is demolished.

2. Facility Condition. The work of operating, maintaining, inspecting, repairing, or removing the Facility hereinabove referred to shall be prosecuted and completed in a good and workmanlike manner at the sole expense of the Licensee, and in accordance with good construction practice and the applicable City of Casper Standard Specifications. The

Licensee's responsibility shall include, but not be limited to, restoring all surfaces to the reasonable protection and durability condition they were in prior to the work authorized by this License. The Licensor reserves the right to, but need not, inspect such work in order to ensure compliance with said standards. Such work of maintenance, repair, access operation, or removal repair, or removal of the Facility shall be done in such a manner as to not unreasonably interfere with the use of the licensed premises by the Licensor and the general public and in such manner as to in no way endanger the general public in the use of said premises.

3. Title. Licensee hereby acknowledges the title of Licensor to the above described licensed premises, and agrees never to sell, resist, deny or encumber any such title.

4. Assignment. In the event the Facility is conveyed to another party, this License may also be assigned to said party, and upon said assignment said party shall become entitled to all of the rights and privileges granted and shall assume all of the obligations and duties herein provided.

5. Reservations. This License is granted to Licensee subject to all existing easements, rights-of-way, covenants, restrictions and reservations.

6. NO WARRANTY. **LICENSOR DOES NOT WARRANT OR REPRESENT THAT THE PREMISES ARE SAFE, HEALTHFUL, OR SUITABLE FOR THE PURPOSES FOR WHICH THEY ARE PERMITTED TO BE USED UNDER THE TERMS OF THIS LICENSE, AND LICENSEE ACCEPTS THE LICENSED PREMISES "AS IS".**

7. Governmental Claims Act. The Licensee does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming State Statutes Sections 1-39-101, *et seq*. The Licensee specifically reserves the right to assert any and all immunities, rights and defenses they may have pursuant to the Wyoming Governmental Claims Act.

8. Entire Agreement. This License contains the entire agreement between the parties hereto, the terms hereof may not be modified in any respect whatsoever unless in writing by both parties under the signature of the duly authorized representative of Licensor.

9. No Partnership, Joint Venture or Third Party Beneficiaries. Nothing herein contained shall constitute a partnership between or joint venture by the Parties hereto or constitute any Party the agent of the others. No Party shall hold itself out contrary to the terms of this Section and no Party shall become liable by any representation, act or omission of the other contrary to the provisions hereof. This License is not for the benefit of any third Party and

shall not be deemed to give any right or remedy to any such party whether referred to herein or not.

10. Changes. No modifications to this License may be made unless they are made in writing, signed by both parties, and approved by the Licensor.

11. Waiver. No failure by the Licensor to insist upon the strict performance of any terms or conditions of the License, or to exercise any right or remedy available on a breach thereof, and no acceptance of full or partial fee payments during the continuance of any such breach shall constitute a waiver of any such breach or of any term or condition of this License. No term or condition of this License required to be performed by the Licensee, and no breach thereof, shall be waived, altered, or modified, except by a written instrument executed by all appropriate parties. No waiver of any breach shall affect or alter any term or condition of this License, and such term or condition shall continue in full force and effect with respect to any other then existing or subsequent breach thereof.

12. Compliance with Laws. Licensee shall comply with all federal, state or local laws and regulations, including all environmental laws. Licensee shall obtain all required permits, permission, licenses, etc. prior to performing any work on any additional work on Licensor's property, easements or rights-of-way. Recording. This License shall be recorded in the Natrona County Clerk's office, and the Licensee shall, at Licensor's option, either pre-pay or reimburse the City of Casper for the cost therefor.

13. Notices. Until a different address is provided in a notice to the other party, all notices, demands or requests made by either party to the other which are required or permitted by the provisions of this License shall be in writing and shall be deemed sufficiently given if: (a) delivered by hand (against a signed receipt); (b) mailed by United States certified or registered mail, return receipt requested, postage prepaid); or (c) sent by nationally recognized commercial overnight delivery service at the following addresses:

Bertag Properties LLC Et Al
Attn: Bryan Bertagnole
Project Location: 232 East Second Street,
Casper, Wyoming 82601;
Business Location: P.O. Box 502
Mills, Wyoming 82644.

City of Casper
Attn: Public Services
Dept/Engineering
200 North David St.
Casper, WY 82601

Notwithstanding anything contained in this License to the contrary, any notice required to be given by Licensor or Licensee hereunder shall be deemed to be effective as of the date

such notice is received or refused as reflected on said notice.

14. Severability. If any term of this License is found to be void or invalid, such finding shall not affect the remaining terms of this License, which shall continue in full force and effect. The parties agree that if any provisions are deemed not enforceable, they shall be deemed modified to the extent necessary to make them enforceable. Any questions of particular interpretation shall not be interpreted against the draftsman, but rather in accordance with the fair meaning thereof.

----------END OF PAGE----------

IN WITNESS WHEREOF, the CITY OF CASPER, WYOMING, has caused this License to be executed on the _____ day of _____, 2026.

APPROVED AS TO FORM:

Eric Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

ACKNOWLEDGMENT

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me on the _____ day of _____ _____, 2026, by Ray Pacheco, as the Mayor of the City of Casper, Wyoming.

Notary Public

My commission expires: _____

THE UNDERSIGNED, the Licensor mentioned in the foregoing License, hereby accepts the same subject to the terms and conditions contained therein.

WITNESS:

Emily Bennett
Name: Emily Bennett

Name: David Maxwell
Bertag Properties, LLC

ACKNOWLEDGMENT

STATE OF)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me on the 22nd day of September, 2026, by Daniel Maxwell, Bertag Properties, LLC.

DANIELLE COAKLEY
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 170791
MY COMMISSION EXPIRES: 01/27/2031

Notary Public

My commission expires: 01/27/2031

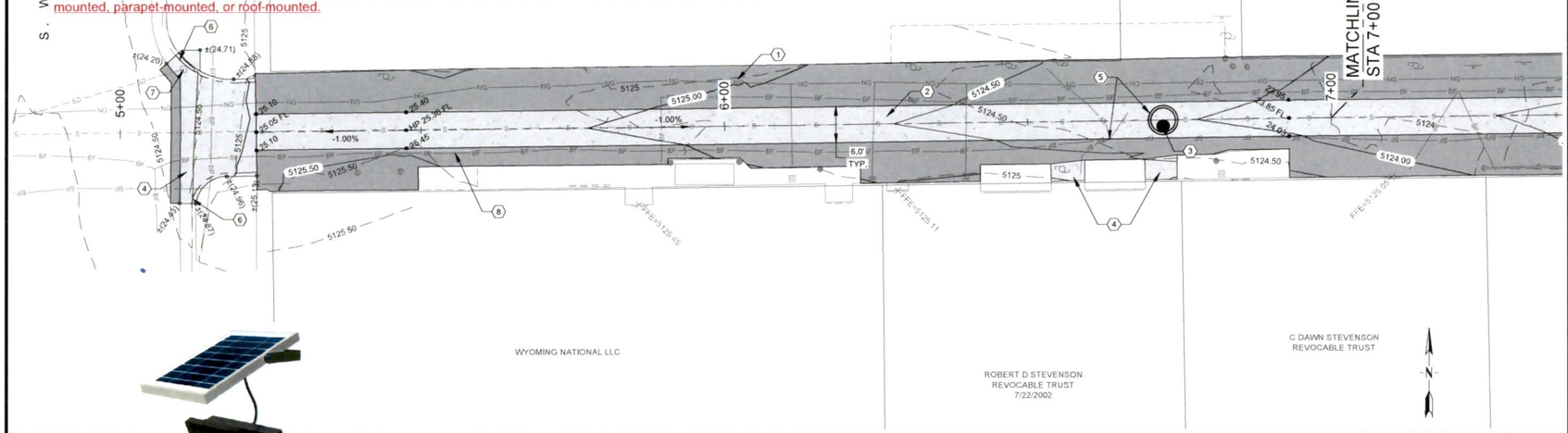
SOLAR WALL PACK LIGHTING ("ALLEY LIGHTING") NOTES

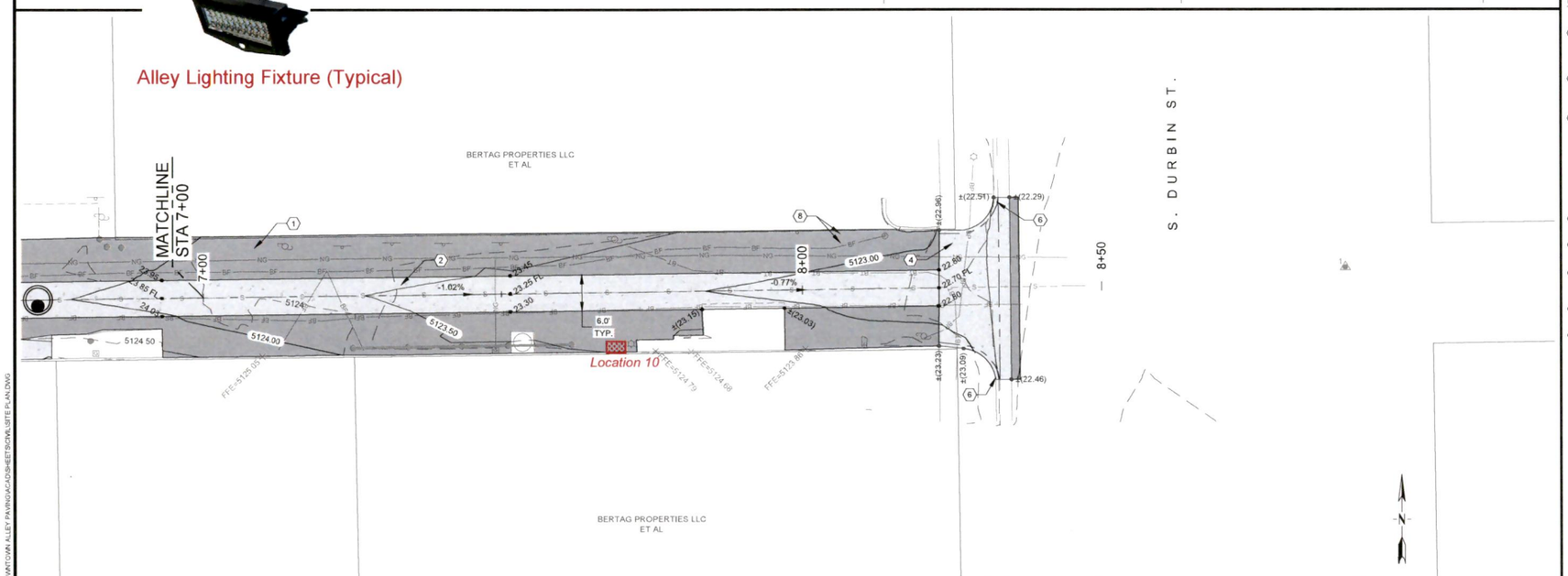
1. The City shall complete procurement, installation, and operation of solar-powered, building-mounted lighting fixtures, and all associated electrical wiring and connections, upon the alley-facing exterior wall at locations as shown.

2. Alley Lighting fixtures shall be wall-mounted and placed between 17 feet high where building heights allow as measured from the alley finished pavement surface at the building wall OR 1 foot maximum from the top edge of the exterior building wall. The lighting fixtures shall be 12 Watt, flood light fixtures, 1000 Lumens, Option LGF (SKU LFG-1000-12-5K) or approved equal by the City. Each Alley Lighting fixture shall include a solar panel that shall be placed above each fixture, being either wall-mounted, parapet-mounted, or roof-mounted.

Exhibit "A"

Alley Lighting Fixture (Typical)





GENERAL NOTES

1. ASPHALT PAVEMENT, CONCRETE PAVEMENT, AND CONCRETE CURB SHALL BE SAW CUT AT LIMITS OF DEMOLITION TO ENSURE NEAT EDGES. LIMITS OF DEMOLITION AS SHOWN ON THE PLANS SHALL BE CONFIRMED IN THE FIELD AS DIRECTED BY THE ENGINEER AND CITY OF CASPER.
2. ALL TEXT AND FEATURES SHOWN AS SHADED OR DASHED ARE EXISTING.
3. THE LOCATION, DEPTH, AND SIZE OF EXISTING UTILITIES SHOWN ON THESE PLANS ARE APPROXIMATE. THE CONTRACTOR SHALL VERIFY THE EXISTENCE, LOCATION, DEPTH, AND SIZE OF THE UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ANY DAMAGE TO THE EXISTING FACILITIES DUE TO FAILURE TO LOCATE OR PROPERLY PROVIDE PROTECTION WHEN LOCATION IS KNOWN.
4. EXISTING POINTS OF INGRESS AND EGRESS TO ADJACENT BUILDINGS HAVE BEEN DEPICTED WITH A FINISHED FLOOR ELEVATION (FFE). THESE EXISTING POINTS OF INGRESS/EGRESS SHALL NOT BE BLOCKED DURING CONSTRUCTION TO ENSURE ABILITY FOR EMERGENCY EXIT IF NECESSARY.
5. EX. UTILITY EQUIPMENT, ROOF DRAINS AND DOWNSPOUTS, POWER EQUIPMENT AND ELECTRICAL PANELS, PIPING, AND OTHER APPURTENANCES ALONG THE PERIMETER OF THE ALLEY AND AFFIXED TO ADJACENT BUILDINGS AND STRUCTURES SHALL BE PROTECTED DURING CONSTRUCTION. ANY DAMAGE TO THESE ITEMS INCURRED DURING CONSTRUCTION IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
6. PROPERTY OWNERSHIP INFORMATION IS DEPICTED BASED ON AVAILABLE GIS INFORMATION AT THE TIME OF THE PRODUCTION OF THIS PLAN SET. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COORDINATE WITH THE ENGINEER, CITY OF CASPER, PROPERTY OWNERS, AND BUILDING TENANTS AND BUSINESSES TO INFORM STAKEHOLDERS OF CONSTRUCTION ACTIVITIES, PERIODS OF DISTURBANCE TO TYPICAL ALLEY TRAFFIC FLOW. COORDINATION WILL BE REQUIRED TO PROTECT AREAS FOR DUMPSTERS TO BE STORED DURING CONSTRUCTION TO ALLOW FOR GARBAGE COLLECTION SERVICES DURING PERIODS OF DISTURBANCE.
7. SANITARY SEWER MANHOLES SHALL BE IN ACCORDANCE WITH CITY OF CASPER STANDARD DETAIL 601/2, EXCEPTING THE USE OF A ECCENTRIC CONE SECTION SHALL BE UTILIZED IN LIEU OF A CONCENTRIC CONE SECTION.
8. THE FURNISHING AND INSTALLATION OF SOLAR POWERED, BUILDING MOUNTED LIGHTING FIXTURES IS INCLUDED IN THE PROJECT'S SCOPE, AND FINAL LOCATIONS FOR INSTALLATION WILL BE DETERMINED DURING CONSTRUCTION. COORDINATION WITH BUILDING OWNERS WILL BE REQUIRED BY THE CONTRACTOR FOR FINAL INSTALLATION LOCATIONS. LIGHTS SHALL BE 12W SOLAR POWERED FLOOD LIGHT FIXTURE, 1000 LUMENS, OPTION LGF (SKU LFG-1000-12-5K), OR APPROVED EQUAL AS DETERMINED BY THE ENGINEER. ADDITIONAL WIRING LENGTH MAY BE NECESSARY TO ACCOMMODATE FINAL MOUNTING DISTANCE FROM LIGHT FIXTURE TO SOLAR PANEL.
9. CONFORM WORK TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINES.

KEY NOTES

1. PROP. ASPHALT PAVEMENT, SECTION TO INCLUDE 4" ASPHALT PAVEMENT OVER 6" CRUSHED BASE COURSE. SEE SHEET D-1 FOR REFERENCE TO CITY OF CASPER STANDARD DETAIL 212/1 FOR STANDARD ALLEY SECTIONS.
2. PROP. 6' WIDE CONCRETE VALLEY GUTTER. SEE SHEET D-1 FOR REFERENCE TO CITY OF CASPER STANDARD DETAIL 302/6 FOR STANDARD VALLEY GUTTER SECTIONS.
3. PROP. 48" DIAMETER MANHOLE WITH ECCENTRIC MANHOLE CONE SECTION AND NEW RING AND COVER. ECCENTRIC CONE SECTION TO BE INSTALLED TO POSITION ACCESS LID TO SOUTH TO MINIMIZE CONFLICT BETWEEN ACCESS LID AND FLOWLINE OF VALLEY GUTTER. MODIFY FLOWLINE ALIGNMENT IN PROP. VALLEY GUTTER TO DIRECT STORMWATER AROUND MANHOLE LID. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.
   RIM EL. 5124.12
   I.E. IN (W, 8" VCP) 5115.22
   I.E. OUT (E, 8" VCP): 5115.17
4. PROP. CONCRETE PAVEMENT. (1 / G-1)
5. PROP. 5' DIA. CONCRETE COLLAR. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.
6. PROP. 30" CURB & GUTTER TYPE B, HEIGHT VARIES, SEE SPOT ELEVATIONS AS SHOWN. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.
7. RESET EXISTING STORM INLET.
8. PROP. 33" DIA. CONCRETE COLLARS ON EX. SEWER CLEANOUT. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.

LEGEND

- NEW ASPHALT PAVEMENT
- NEW CONCRETE
- FLOWLINE
- FL — FLOWLINE ELEVATION
- HP — HIGH POINT ELEVATION
- ±(XX.XX) — MATCH EXISTING ELEVATION
- SOLAR WALL PACK LIGHT

10 5 0 10 20
SCALE IN FEET
0.5' CONTOUR INTERVAL

FINAL PLANS
APRIL 2026

VERIFY SCALE!
THESE PRINTS MAY BE REDUCED. LINE BELOW MEASURES ONE INCH ON ORIGINAL DRAWING.
MODIFY SCALE ACCORDINGLY!

REVISIONS			
NO.	DESCRIPTION	BY	DATE

PLOTTED BY CARTER BRITT ON Apr/27/2026

W:\6025 CITY OF CASPER\002_DOWNTOWN ALLEY PAVING\CAD\SHEET SIX\SLSITE PLAN.DWG

Casper WYO

Morrison Maierle
engineers • surveyors • planners • scientists
152 N. Durbin St., Suite 440 Casper, WY 82601
307.577.0450 www.m-m.net
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Professional Engineer — CARTER BRITT — 18047 — WYOMING — Date 4/27/26

DRAWN BY:	KRL
DSGN. BY:	CDB
APPR. BY	CDB
DATE	4/17/26
Q.C. REVIEW BY	TEM
DATE:	3/3/26

CASPER — CITY OF CASPER
PROJECT 24-079 DOWNTOWN ALLEY PAVING — WYOMING

SITE LAYOUT PLAN
WOLCOTT STREET TO DURBIN STREET

PROJECT NUMBER	6025.002
SHEET NUMBER	7
DRAWING NUMBER	C-4

Exhibit "A"

RESOLUTION NO. 26-254

A RESOLUTION AUTHORIZING A PERPETUAL LICENSE AGREEMENT WITH BERTAG PROPERTIES, LLC, FOR WALL ALLEY LIGHTING IN RELATION TO THE CITY'S DOWNTOWN ALLEY PAVING, PROJECT NO. 24-079.

WHEREAS, the City is installing solar wall pack lighting as a beautification enhancement to the alley between 1st Street and 2nd Street and Center Street and Durbin Street. Bertag Properties, LLC, has allowed the City to place the lighting on their building; and,

WHEREAS, the City of Casper and Bertag Properties, LLC, have determined that the use and installation of the lighting will not unreasonably interfere with the building's and alley's use thereof by Bertag Properties, LLC, the City, or the general public.

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 perpetual license agreement with Bertag Properties, LLC, for the purpose alley lighting installation as more particularly described in said license agreement, and specifically subject to the conditions set forth therein.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2026.

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

License Agreement – Bertag Properties, LLC
Alley Lighting
Downtown Alley Paving
Project No. 24-079

September 14, 2026

MEMO TO: Janine Jordan, City Manager JJ for JJ

FROM: Krista Johnston, P.E., Public Services Director KJ
Casey Lynch, Streets and Traffic Manager
Alex Sveda, P.E., City Engineer AS

SUBJECT: Authorizing a Perpetual License Agreement with - Windy City Concepts, LLC, for Wall Alley Lighting in relation to the City's Downtown Alley Paving, Project No. 24-079.

Meeting Type & Date:
Regular Council Meeting
October 6, 2026

Action Type
Resolution

Recommendation:
That Council, by Resolution, authorize a Perpetual License Agreement with Windy City Concepts, LLC, for Wall Alley Lighting in relation to the City's Downtown Alley Paving, Project No. 24-079.

Summary:
On August 4th, 2026, work was awarded to Falcon Construction, LLC (Falcon), in the amount of $256,375, for removal and replacement of the existing alley surfacing located from Center Street to Wolcott Street and Wolcott Street to Durbin Street between 1st Street and 2nd Street to improve surface condition and drainage. The project also includes solar wall pack lighting (alley lighting) as a beautification enhancement to the alley. The completion date for the project is October 30, 2026.

The alley lighting includes installation on building walls owned by private property owners and is to be funded by the City and installed under the City's contract with Falcon. Under the proposed License Agreement, location, placement and maintenance responsibilities will be outlined for the alley lighting. The alley lighting is planned to be secured to the building walls, and the City would operate and maintain the lighting. Three (3) alley lights are planned to be located and installed on the alley-side of the property owner's building, and this location is identified in the License Agreement.

Financial Considerations:
None.

Council Adopted Goals:

☒ Infrastructure
☒ Fiscal Stability
☒ Communication & Public Education

Oversight/Project Responsibility:

Alex Sveda, P.E., City Engineer

Attachments:

Resolution
Agreement

PERPETUAL LICENSE AGREEMENT
FOR BUILDING WALL ALLEY LIGHTING

FOR AND IN CONSIDERATION OF THE SUM OF Ten Dollars ($10.00), the receipt of which is hereby acknowledged, Windy City Concepts, LLC, 136 South Wolcott Street, Suite 201, Casper, Wyoming 82601, ("**Licensor**"), HEREBY GRANTS A PERPETUAL LICENSE ("**License**") to the CITY OF CASPER, WYOMING, 200 North David, Casper, Wyoming 82601, ("**Licensee**"), for installation, access, maintenance, operation of three (3) solar wall pack alley light, with solar panel (Decorative Induction Lighting Fixture, 12 Watt, 12-inch by 10-inch Solar Array, Solar-Powered, 1000 Lumens, 5000 K color temperature or approved equal), the ("**Facility**"), located upon the following-described land (secured to and attached to existing building wall and roof parapet) at the alley facing vertical building wall and roof/parapet surface near 150 South Wolcott Street and at Location 4, Location 5, and Location 7, as identified in Exhibit "A", situated in the City of Casper, County of Natrona, State of Wyoming, to-wit:

(See attached Exhibit "A", hereby made part of this License)

THIS LICENSE is granted upon such express terms and conditions as are hereinafter set forth, and should the Licensee at any time violate any of the said terms and conditions, the Licensor, at its option, may immediately revoke this License; provided, however, Licensor first gives notice to Licensee of the alleged violation and provides to Licensee a reasonable opportunity to cure or rectify the alleged violation.

THIS LICENSE is subject to the following conditions:

1. Abandonment. If Licensee removes the alley lighting for purposes other than maintenance or repair, this License shall be considered abandoned by the Licensee and automatically terminate. This license shall also be considered abandoned if the building upon which the lighting is installed is demolished.

2. Facility Condition. The work of operating, maintaining, inspecting, repairing, or removing the Facility hereinabove referred to shall be prosecuted and completed in a good and workmanlike manner at the sole expense of the Licensee, and in accordance with good

construction practice and the applicable City of Casper Standard Specifications. The Licensee's responsibility shall include, but not be limited to, restoring all surfaces to the reasonable protection and durability condition they were in prior to the work authorized by this License. The Licensor reserves the right to, but need not, inspect such work in order to ensure compliance with said standards. Such work of maintenance, repair, access operation, or removal of the Facility shall be done in such a manner as to not unreasonably interfere with the use of the licensed premises by the Licensor and the general public and in such manner as to in no way endanger the general public in the use of said premises.

3. Title. Licensee hereby acknowledges the title of Licensor to the above described licensed premises, and agrees never to sell, resist, deny or encumber any such title.

4. Assignment. In the event the Facility is conveyed to another party, this License may also be assigned to said party, and upon said assignment said party shall become entitled to all of the rights and privileges granted and shall assume all of the obligations and duties herein provided.

5. Reservations. This License is granted to Licensee subject to all existing easements, rights-of-way, covenants, restrictions and reservations.

6. NO WARRANTY. **LICENSOR DOES NOT WARRANT OR REPRESENT THAT THE PREMISES ARE SAFE, HEALTHFUL, OR SUITABLE FOR THE PURPOSES FOR WHICH THEY ARE PERMITTED TO BE USED UNDER THE TERMS OF THIS LICENSE, AND LICENSEE ACCEPTS THE LICENSED PREMISES "AS IS".**

7. Governmental Claims Act. The Licensee does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming State Statutes Sections 1-39-101, *et seq*. The Licensee specifically reserves the right to assert any and all immunities, rights and defenses they may have pursuant to the Wyoming Governmental Claims Act.

8. Entire Agreement. This License contains the entire agreement between the parties hereto, the terms hereof may not be modified in any respect whatsoever unless in writing by both parties under the signature of the duly authorized representative of Licensor.

9. No Partnership, Joint Venture or Third Party Beneficiaries. Nothing herein contained shall constitute a partnership between or joint venture by the Parties hereto or constitute any Party the agent of the others. No Party shall hold itself out contrary to the terms of this Section and no Party shall become liable by any representation, act or omission of the other contrary to the provisions hereof. This License is not for the benefit of any third Party and

shall not be deemed to give any right or remedy to any such party whether referred to herein or not.

10. Changes. No modifications to this License may be made unless they are made in writing, signed by both parties, and approved by the Licensor.

11. Waiver. No failure by the Licensor to insist upon the strict performance of any terms or conditions of the License, or to exercise any right or remedy available on a breach thereof, and no acceptance of full or partial fee payments during the continuance of any such breach shall constitute a waiver of any such breach or of any term or condition of this License. No term or condition of this License required to be performed by the Licensee, and no breach thereof, shall be waived, altered, or modified, except by a written instrument executed by all appropriate parties. No waiver of any breach shall affect or alter any term or condition of this License, and such term or condition shall continue in full force and effect with respect to any other then existing or subsequent breach thereof.

12. Compliance with Laws. Licensee shall comply with all federal, state or local laws and regulations, including all environmental laws. Licensee shall obtain all required permits, permission, licenses, etc. prior to performing any work on any additional work on Licensor's property, easements or rights-of-way. Recording. This License shall be recorded in the Natrona County Clerk's office, and the Licensee shall, at Licensor's option, either pre-pay or reimburse the City of Casper for the cost therefor.

13. Notices. Until a different address is provided in a notice to the other party, all notices, demands or requests made by either party to the other which are required or permitted by the provisions of this License shall be in writing and shall be deemed sufficiently given if: (a) delivered by hand (against a signed receipt); (b) mailed by United States certified or registered mail, return receipt requested, postage prepaid); or (c) sent by nationally recognized commercial overnight delivery service at the following addresses:

Windy City Concepts, LLC
Attn: Erick Berdahl
136 South Wolcott
Street, Suite 201, Casper, Wyoming
82601

City of Casper
Attn: Public Services
Dept/Engineering
200 North David St.
Casper, WY 82601

Notwithstanding anything contained in this License to the contrary, any notice required to be given by Licensor or Licensee hereunder shall be deemed to be effective as of the date such notice is received or refused as reflected on said notice.

14. Severability. If any term of this License is found to be void or invalid, such finding shall not affect the remaining terms of this License, which shall continue in full force and effect. The parties agree that if any provisions are deemed not enforceable, they shall be deemed modified to the extent necessary to make them enforceable. Any questions of particular interpretation shall not be interpreted against the draftsman, but rather in accordance with the fair meaning thereof.

----------END OF PAGE----------

IN WITNESS WHEREOF, the CITY OF CASPER, WYOMING, has caused this License to be executed on the _____ day of _____, 2026.

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

ACKNOWLEDGMENT

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me on the _____ day of _____ _____, 2026, by Ray Pacheco, as the Mayor of the City of Casper, Wyoming.

Notary Public

My commission expires: _____

THE UNDERSIGNED, the Licensor mentioned in the foregoing License, hereby accepts the same subject to the terms and conditions contained therein.

WITNESS:

Name: ANDREW COLLINGS

Name: Samantha Hawkins
Windy City Concepts, LLC

ACKNOWLEDGMENT

STATE OF)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me on the 23rd day of September, 2026, by _____, Windy City Concepts, LLC.

DANIELLE COAKLEY
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 170791
MY COMMISSION EXPIRES: 01/27/2031

Notary Public

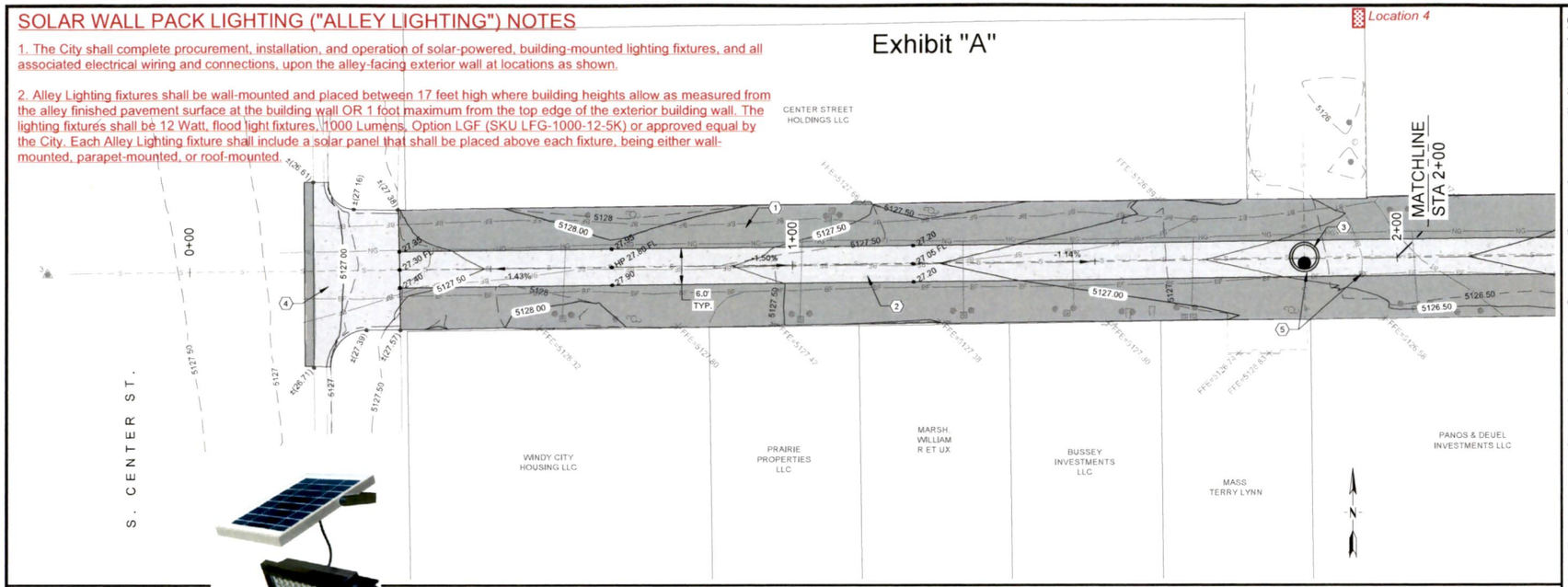
My commission expires: 01/27/2031

SOLAR WALL PACK LIGHTING ("ALLEY LIGHTING") NOTES

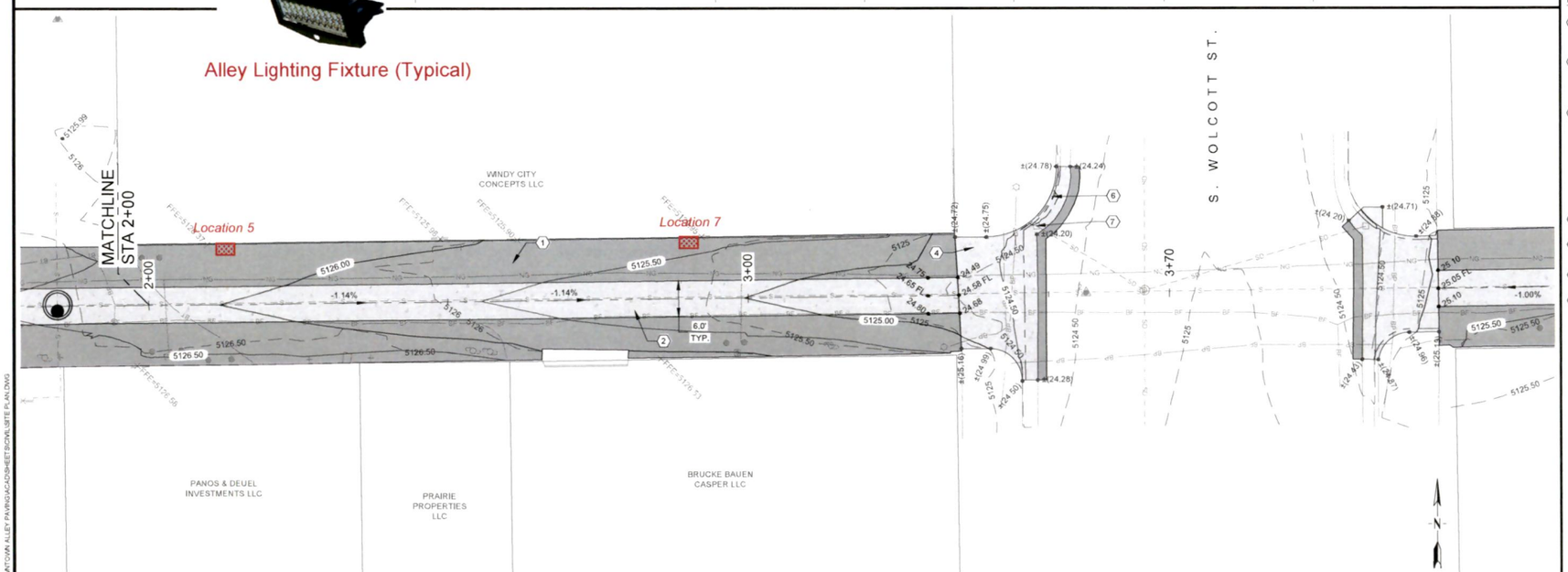
1. The City shall complete procurement, installation, and operation of solar-powered, building-mounted lighting fixtures, and all associated electrical wiring and connections, upon the alley-facing exterior wall at locations as shown.

2. Alley Lighting fixtures shall be wall-mounted and placed between 17 feet high where building heights allow as measured from the alley finished pavement surface at the building wall OR 1 foot maximum from the top edge of the exterior building wall. The lighting fixtures shall be 12 Watt, flood light fixtures, 1000 Lumens, Option LGF (SKU LFG-1000-12-5K) or approved equal by the City. Each Alley Lighting fixture shall include a solar panel that shall be placed above each fixture, being either wall-mounted, parapet-mounted, or roof-mounted.

Exhibit "A"



Alley Lighting Fixture (Typical)



GENERAL NOTES

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5. EX. UTILITY EQUIPMENT, ROOF DRAINS AND DOWNSPOUTS, POWER EQUIPMENT AND ELECTRICAL PANELS, PIPING, AND OTHER APPURTENANCES ALONG THE PERIMETER OF THE ALLEY AND AFFIXED TO ADJACENT BUILDINGS AND STRUCTURES SHALL BE PROTECTED DURING CONSTRUCTION. ANY DAMAGE TO THESE ITEMS INCURRED DURING CONSTRUCTION IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
6. PROPERTY OWNERSHIP INFORMATION IS DEPICTED BASED ON AVAILABLE GIS INFORMATION AT THE TIME OF THE PRODUCTION OF THIS PLAN SET. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COORDINATE WITH THE ENGINEER, CITY OF CASPER, PROPERTY OWNERS, AND BUILDING TENANTS AND BUSINESSES TO INFORM STAKEHOLDERS OF CONSTRUCTION ACTIVITIES, PERIODS OF DISTURBANCE TO TYPICAL ALLEY TRAFFIC FLOW. COORDINATION WILL BE REQUIRED TO PROTECT AREAS FOR DUMPSTERS TO BE STORED DURING CONSTRUCTION TO ALLOW FOR GARBAGE COLLECTION SERVICES DURING PERIODS OF DISTURBANCE.
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9. CONFORM WORK TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINES.

KEY NOTES

1. PROP. ASPHALT PAVEMENT. SECTION TO INCLUDE 4" ASPHALT PAVEMENT OVER 6" CRUSHED BASE COURSE. SEE SHEET D-1 FOR REFERENCE TO CITY OF CASPER STANDARD DETAIL 212/1 FOR STANDARD ALLEY SECTIONS.
2. PROP. 6' WIDE CONCRETE VALLEY GUTTER. SEE SHEET D-1 FOR REFERENCE TO CITY OF CASPER STANDARD DETAIL 302/6 FOR STANDARD VALLEY GUTTER SECTIONS.
3. PROP. 48" DIAMETER MANHOLE WITH ECCENTRIC MANHOLE CONE SECTION AND NEW RING AND COVER. ECCENTRIC CONE SECTION TO BE INSTALLED TO POSITION ACCESS LID TO SOUTH TO MINIMIZE CONFLICT BETWEEN ACCESS LID AND FLOWLINE OF VALLEY GUTTER. MODIFY FLOWLINE ALIGNMENT IN PROP. VALLEY GUTTER TO DIRECT STORMWATER AROUND MANHOLE LID. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.
   RIM EL.: 5126.35
   I.E. IN (W, 8" VCP) 5117.56
   I.E. IN (N, 8" VCP) 5117.56
   I.E. IN (S, 8" UNKNOWN MATERIAL): 5117.56
   I.E. OUT (E, 8" VCP) 5117.51
4. PROP. CONCRETE PAVEMENT. (1 / G-1)
5. PROP. 5' DIA. CONCRETE COLLAR. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.
6. PROP. 30" CURB & GUTTER TYPE B. HEIGHT VARIES. SEE SPOT ELEVATIONS AS SHOWN. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.
7. RESET EXISTING STORM INLET.

LEGEND

- NEW ASPHALT PAVEMENT
- NEW CONCRETE
- FLOWLINE
- FL — FLOWLINE ELEVATION
- HP — HIGH POINT ELEVATION
- ±(XX.XX) — MATCH EXISTING ELEVATION
- SOLAR WALL PACK LIGHT

10 5 0 10 20
SCALE IN FEET
0.5' CONTOUR INTERVAL

FINAL PLANS
APRIL 2026

VERIFY SCALE!
THESE PRINTS MAY BE REDUCED. LINE BELOW MEASURES ONE INCH ON ORIGINAL DRAWING.
MODIFY SCALE ACCORDINGLY!

REVISIONS			
NO.	DESCRIPTION	BY	DATE

PLOTTED BY CARTER BRITT ON Apr/27/2026

Casper WYO

Morrison Maierle
engineers • surveyors • planners • scientists
152 N. Durbin St., Suite 440 Casper, WY 82601
307.577.0450 www.mmm.net
COPYRIGHT © MORRISON-MAIERLE, 2026

Professional Engineer — CARTER BRITT — 19047 — WYOMING — Date 4/27/26

DRAWN BY:	KRL
DSGN. BY:	CDB
APPR. BY:	CDB
DATE:	4/17/26
Q.C. REVIEW BY:	TEM
DATE:	3/3/26

CASPER — CITY OF CASPER
PROJECT 24-079 DOWNTOWN ALLEY PAVING
WYOMING

SITE LAYOUT PLAN
CENTER STREET TO WOLCOTT STREET

PROJECT NUMBER	6025.002
SHEET NUMBER	6
DRAWING NUMBER	C-3

N:\PROJ\CITY OF CASPER\PROJ\DOWNTOWN ALLEY PAVING\CAD\SHEET\FINAL\SITE PLAN.DWG

4 - Windy City Concepts LLC
LOCATION 4
Wolcott
Exhibit "A"

RESOLUTION NO. 26-255

A RESOLUTION AUTHORIZING A PERPETUAL LICENSE AGREEMENT WITH WINDY CITY CONCEPTS, LLC, FOR WALL ALLEY LIGHTING IN RELATION TO THE CITY'S DOWNTOWN ALLEY PAVING, PROJECT NO. 24-079.

WHEREAS, the City is installing solar wall pack lighting as a beautification enhancement to the alley between 1st Street and 2nd Street and Center Street and Durbin Street. Windy City Concepts, LLC, has allowed the City to place the lighting on their building; and,

WHEREAS, the City of Casper and Windy City Concepts, LLC, have determined that the use and installation of the lighting will not unreasonably interfere with the building's and alley's use thereof by Windy City Concepts, LLC, the City, or the general public.

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 perpetual license agreement with Windy City Concepts, LLC, for the purpose alley lighting installation as more particularly described in said license agreement, and specifically subject to the conditions set forth therein.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2026.

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

License Agreement – Windy City Concepts, LLC
Alley Lighting
Downtown Alley Paving
Project No. 24-079

September 14, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Krista Johnston, P.E., Public Services Director
Casey Lynch, Streets and Traffic Manager
Alex Sveda, P.E., City Engineer

SUBJECT: Authorizing a Perpetual License Agreement with C Dawn Stevenson Revocable Trust, for Wall Alley Lighting in relation to the City's Downtown Alley Paving, Project No. 24-079.

Meeting Type & Date:
Regular Council Meeting
October 6, 2026

Action Type
Resolution

Recommendation:
That Council, by Resolution, authorize a Perpetual License Agreement with C Dawn Stevenson Revocable Trust, for Wall Alley Lighting in relation to the City's Downtown Alley Paving, Project No. 24-079.

Summary:
On August 4th, 2026, work was awarded to Falcon Construction, LLC (Falcon), in the amount of $256,375, for removal and replacement of the existing alley surfacing located from Center Street to Wolcott Street and Wolcott Street to Durbin Street between 1st Street and 2nd Street to improve surface condition and drainage. The project also includes solar wall pack lighting (alley lighting) as a beautification enhancement to the alley. The completion date for the project is October 30, 2026.

The alley lighting includes installation on building walls owned by private property owners and is to be funded by the City and installed under the City's contract with Falcon. Under the proposed License Agreement, location, placement and maintenance responsibilities will be outlined for the alley lighting. The alley lighting is planned to be secured to the building walls, and the City would operate and maintain the lighting. One (1) alley light is planned to be located and installed on the alley-side of the said property owner's building, and this location is identified in the License Agreement.

Financial Considerations:

License Agreement – C Dawn Stevenson Revocable Trust
Alley Lighting
Downtown Alley Paving
Project No. 24-079

None.

Council Adopted Goals:
☒ Infrastructure
☒ Fiscal Stability
☒ Communication & Public Education

Oversight/Project Responsibility:
Alex Sveda, P.E., City Engineer

Attachments:
Resolution
Agreement

PERPETUAL LICENSE AGREEMENT
FOR BUILDING WALL ALLEY LIGHTING

FOR AND IN CONSIDERATION OF THE SUM OF Ten Dollars ($10.00), the receipt of which is hereby acknowledged, C Dawn Stevenson Revocable Trust, 228 East Second Street, Casper, Wyoming 82601, ("**Licensor**"), HEREBY GRANTS A PERPETUAL LICENSE ("**License**") to the CITY OF CASPER, WYOMING, 200 North David, Casper, Wyoming 82601, ("**Licensee**"), for installation, access, maintenance, operation of one (1) solar wall pack alley light, with solar panel (Decorative Induction Lighting Fixture, 12 Watt, 12-inch by 10-inch Solar Array, Solar-Powered, 1000 Lumens, 5000 K color temperature or approved equal), the ("**Facility**"), located upon the following-described land (secured to and attached to existing building wall and roof parapet) at the alley facing vertical building wall and roof/parapet surface near 228 East Second Street and at Location 9 as identified in Exhibit "A", situated in the City of Casper, County of Natrona, State of Wyoming, to-wit:

(See attached Exhibit "A", hereby made part of this License)

THIS LICENSE is granted upon such express terms and conditions as are hereinafter set forth, and should the Licensee at any time violate any of the said terms and conditions, the Licensor, at its option, may immediately revoke this License; provided, however, Licensor first gives notice to Licensee of the alleged violation and provides to Licensee a reasonable opportunity to cure or rectify the alleged violation.

THIS LICENSE is subject to the following conditions:

1. Abandonment. If Licensee removes the alley lighting for purposes other than maintenance or repair, this License shall be considered abandoned by the Licensee and automatically terminate. This license shall also be considered abandoned if the building upon which the lighting is installed is demolished.

2. Facility Condition. The work of operating, maintaining, inspecting, repairing, or removing the Facility hereinabove referred to shall be prosecuted and completed in a good and workmanlike manner at the sole expense of the Licensee, and in accordance with good

construction practice and the applicable City of Casper Standard Specifications. The Licensee's responsibility shall include, but not be limited to, restoring all surfaces to the reasonable protection and durability condition they were in prior to the work authorized by this License. The Licensor reserves the right to, but need not, inspect such work in order to ensure compliance with said standards. Such work of maintenance, repair, access operation, or removal of the Facility shall be done in such a manner as to not unreasonably interfere with the use of the licensed premises by the Licensor and the general public and in such manner as to in no way endanger the general public in the use of said premises.

3. Title. Licensee hereby acknowledges the title of Licensor to the above described licensed premises, and agrees never to sell, resist, deny or encumber any such title.

4. Assignment. In the event the Facility is conveyed to another party, this License may also be assigned to said party, and upon said assignment said party shall become entitled to all of the rights and privileges granted and shall assume all of the obligations and duties herein provided.

5. Reservations. This License is granted to Licensee subject to all existing easements, rights-of-way, covenants, restrictions and reservations.

6. NO WARRANTY. **LICENSOR DOES NOT WARRANT OR REPRESENT THAT THE PREMISES ARE SAFE, HEALTHFUL, OR SUITABLE FOR THE PURPOSES FOR WHICH THEY ARE PERMITTED TO BE USED UNDER THE TERMS OF THIS LICENSE, AND LICENSEE ACCEPTS THE LICENSED PREMISES "AS IS".**

7. Governmental Claims Act. The Licensee does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming State Statutes Sections 1-39-101, *et seq*. The Licensee specifically reserves the right to assert any and all immunities, rights and defenses they may have pursuant to the Wyoming Governmental Claims Act.

8. Entire Agreement. This License contains the entire agreement between the parties hereto, the terms hereof may not be modified in any respect whatsoever unless in writing by both parties under the signature of the duly authorized representative of Licensor.

9. No Partnership, Joint Venture or Third Party Beneficiaries. Nothing herein contained shall constitute a partnership between or joint venture by the Parties hereto or constitute any Party the agent of the others. No Party shall hold itself out contrary to the terms of this Section and no Party shall become liable by any representation, act or omission of the other contrary to the provisions hereof. This License is not for the benefit of any third Party and

shall not be deemed to give any right or remedy to any such party whether referred to herein or not.

10. Changes. No modifications to this License may be made unless they are made in writing, signed by both parties, and approved by the Licensor.

11. Waiver. No failure by the Licensor to insist upon the strict performance of any terms or conditions of the License, or to exercise any right or remedy available on a breach thereof, and no acceptance of full or partial fee payments during the continuance of any such breach shall constitute a waiver of any such breach or of any term or condition of this License. No term or condition of this License required to be performed by the Licensee, and no breach thereof, shall be waived, altered, or modified, except by a written instrument executed by all appropriate parties. No waiver of any breach shall affect or alter any term or condition of this License, and such term or condition shall continue in full force and effect with respect to any other then existing or subsequent breach thereof.

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C Dawn Stevenson Revocable Trust
Attn: Dawn Stevenson
228 East Second Street
Casper, Wyoming 82601.

City of Casper
Attn: Public Services
Dept/Engineering
200 North David St.
Casper, WY 82601

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----------END OF PAGE----------

IN WITNESS WHEREOF, the CITY OF CASPER, WYOMING, has caused this License to be executed on the _____ day of _____, 2026.

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

ACKNOWLEDGMENT

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me on the _____ day of _____ _____, 2026, by Ray Pacheco, as the Mayor of the City of Casper, Wyoming.

Notary Public

My commission expires: _____

THE UNDERSIGNED, the Licensor mentioned in the foregoing License, hereby accepts the same subject to the terms and conditions contained therein.

WITNESS:

Emily Bennett
Name: Emily Bennett

Colleen Dawn Stevenson
Name: C DAWN STEVENSON
C Dawn Stevenson Revocable Trust

ACKNOWLEDGMENT

STATE OF)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me on the 2nd day of October, 2026, by C. Dawn Stevenson, C Dawn Stevenson Revocable Trust.

DANIELLE COAKLEY
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 170791
MY COMMISSION EXPIRES: 01/27/2031

Danielle Coakley
Notary Public

My commission expires: 01/27/2031

Exhibit "A"

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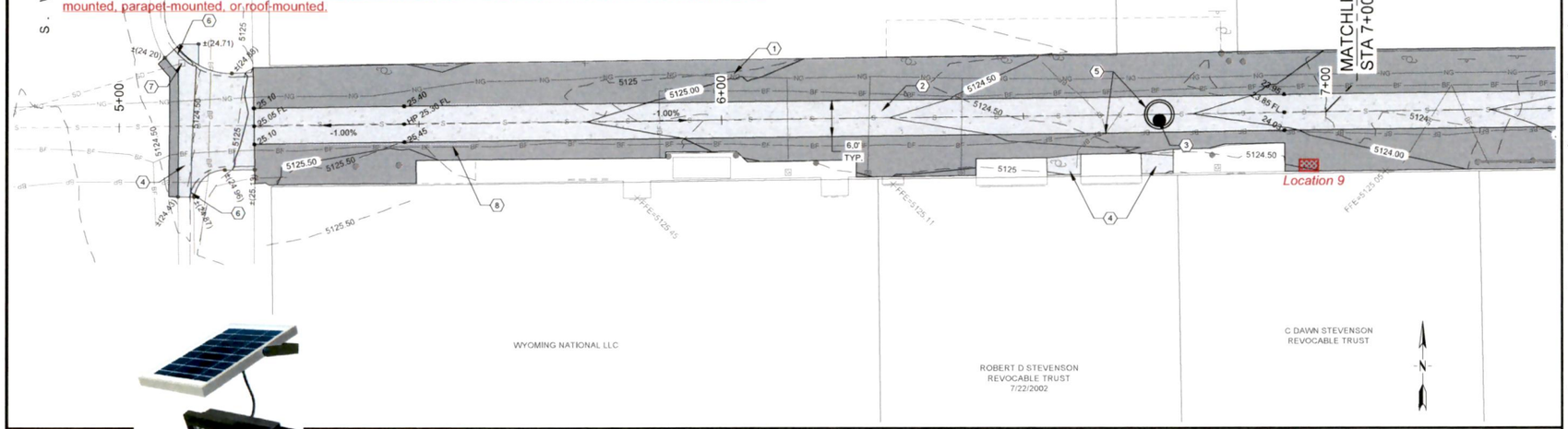
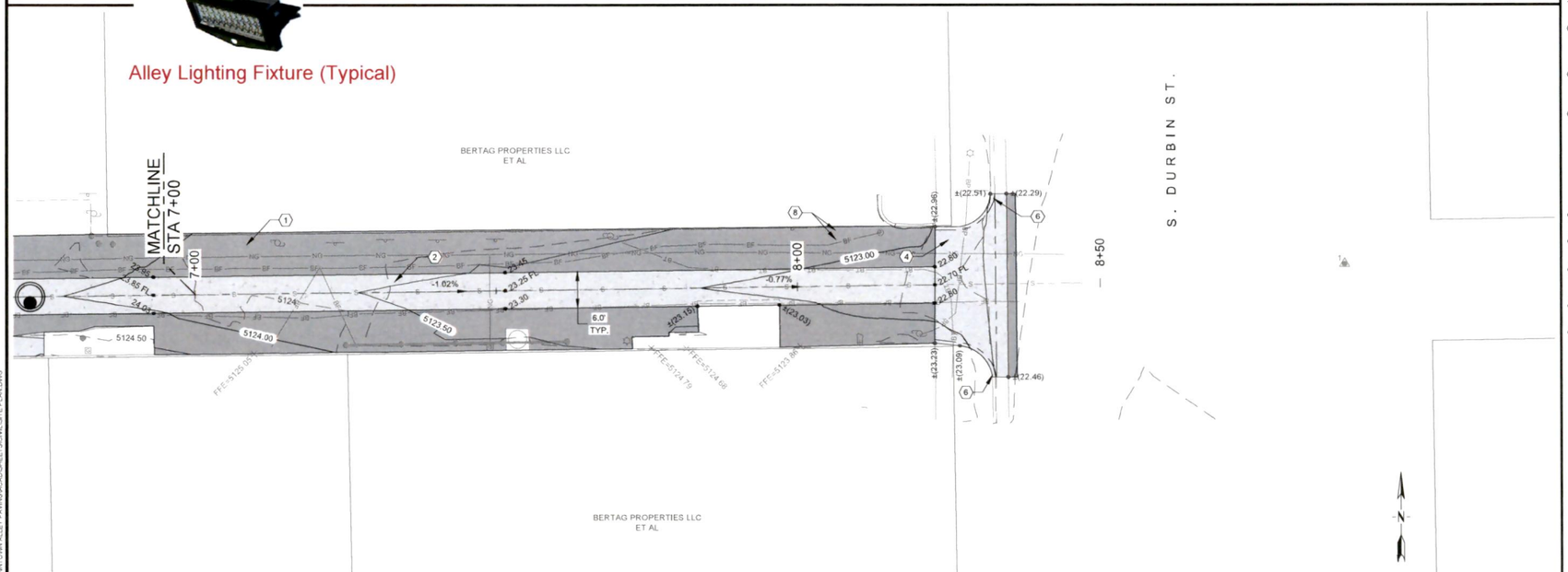
Alley Lighting Fixture (Typical)





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   RIM EL.: 5124.12
   I.E. IN (W. 8" VCP): 5115.22
   I.E. OUT (E. 8" VCP): 5115.17
4. PROP. CONCRETE PAVEMENT. (1 / G-1)
5. PROP. 5' DIA. CONCRETE COLLAR. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.
6. PROP. 30" CURB & GUTTER TYPE B. HEIGHT VARIES. SEE SPOT ELEVATIONS AS SHOWN. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.
7. RESET EXISTING STORM INLET.
8. PROP. 33" DIA. CONCRETE COLLARS ON EX. SEWER CLEANOUT. CONFORM TO ALLOW UNIMPEDED DRAINAGE OF FLOWLINE.

LEGEND

- NEW ASPHALT PAVEMENT
- NEW CONCRETE
- FLOWLINE
- FL — FLOWLINE ELEVATION
- HP — HIGH POINT ELEVATION
- ±(XX.XX) — MATCH EXISTING ELEVATION
- SOLAR WALL PACK LIGHT

10 5 0 10 20
SCALE IN FEET
0.5' CONTOUR INTERVAL

FINAL PLANS
APRIL 2026

VERIFY SCALE!
THESE PRINTS MAY BE REDUCED. LINE BELOW MEASURES ONE INCH ON ORIGINAL DRAWING.
MODIFY SCALE ACCORDINGLY!

REVISIONS			
NO.	DESCRIPTION	BY	DATE

PLOTTED BY CARTER BRITT ON Apr/27/2026

Casper WYO

Morrison Maierle
engineers • surveyors • planners • scientists
152 N. Durbin St., Suite 440, Casper, WY 82601
307.577.0450 www.m-m.net
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Professional Engineer — CARTER BRITT — 18047 — WYOMING — Date 4/27/26

DRAWN BY:	KRL
DSGN. BY:	CDB
APPR. BY:	CDB
DATE:	4/17/26
Q.C. REVIEW BY:	TEM
DATE	3/3/26

CITY OF CASPER
PROJECT 24-079 DOWNTOWN ALLEY PAVING
CASPER WYOMING

SITE LAYOUT PLAN
WOLCOTT STREET TO DURBIN STREET

PROJECT NUMBER	6025.002
SHEET NUMBER	7
DRAWING NUMBER	C-4

W:\6025 CITY OF CASPER\002_DOWNTOWN ALLEY PAVING\ACAD\SHEET SCHD\LISTS PLAN.DWG

Exhibit "A"

RESOLUTION NO. 26-256

A RESOLUTION AUTHORIZING A PERPETUAL LICENSE AGREEMENT WITH C DAWN STEVENSON REVOCABLE TRUST, FOR WALL ALLEY LIGHTING IN RELATION TO THE CITY'S DOWNTOWN ALLEY PAVING, PROJECT NO. 24-079.

WHEREAS, the City is installing solar wall pack lighting as a beautification enhancement to the alley between 1st Street and 2nd Street and Center Street and Durbin Street. C Dawn Stevenson Revocable Trust, has allowed the City to place the lighting on their building; and,

WHEREAS, the City of Casper and C Dawn Stevenson Revocable Trust, have determined that the use and installation of the lighting will not unreasonably interfere with the building's and alley's use thereof by C Dawn Stevenson Revocable Trust, the City, or the general public.

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 perpetual license agreement with C Dawn Stevenson Revocable Trust, for the purpose alley lighting installation as more particularly described in said license agreement, and specifically subject to the conditions set forth therein.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2026.

APPROVED AS TO FORM:

Erick E. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

License Agreement – C Dawn Stevenson Revocable Trust
Alley Lighting
Downtown Alley Paving
Project No. 24-079

10/07/2026

MEMO TO: Janine Jordan, City Manager JJ for JJ

FROM: Krista Johnston, P.E., Public Services Director KJ
Ethan Yonker, P.E., Water Operations Officer EY
Alex Sveda, P.E., City Engineer AS
Terry Cottenoir, Engineering Technician

SUBJECT: A Resolution Authorizing Contract Amendment No. 5 to the Agreement for Construction Manager at Risk with Barnum, Inc., for the North Platte River Restoration Izaak Walton Reach, Project No. 15-66.

Meeting Type & Date
Regular Council Meeting
October 20, 2026

Action Type
Resolution

Recommendation
That Council, by Resolution, authorize Contract Amendment No. 5 to the Agreement for Construction Manager at Risk (CMAR) with Barnum, Inc. (Barnum), in the amount of $114,875.50, for the North Platte River Restoration Izaak Walton Reach, Project No. 15-66.

Summary
Barnum is currently under contract to provide CMAR services for the North Platte River Restoration Izaak Walton Reach, Project No. 15-66. The Izaak Walton reach extends from approximately the Regional Water System Water Treatment Plant downstream to a point just below the Wyoming Boulevard bridge across the North Platte River in the City of Mills. The project will include conducting the hydrological analysis and stream habitat design improvements, surveying, wetland delineation, cultural resource survey, and related work, all as pre-construction services.

The request for additional compensation is due to modifying the scope of work for the pre-construction services that Barnum is currently under contract. Contract Amendment No. 5 includes additional engineering, bidding, and surveying services for the replacement of two (2) water transmission lines that cross the Izaak Walton Reach of the North Platte River, in the amount of $114,875.50, for a new total contract amount of $3,485,346.50.

The additional Amendment No. 5 services from Barnum have been authorized as part of the cooperative agreement between the Central Wyoming Regional Water System Joint Powers Board (CWRWS) and the City of Casper which was approved October 6, 2026 to secure CWRWS all Amendment No. 5 funding for this City of Casper Project.

City staff have reviewed the proposal and recommend authorizing the Contract Amendment No. 5.

Financial Considerations
Funding will be from the CWRWS project allocated to Water Transmission Line Replacements.

Council Adopted Goals
☒ Infrastructure
☒ Fiscal Stability
☒ Communication & Public Education

Oversight/Project Responsibility
Terry Cottenoir, Engineering Technician

Attachments
Resolution
Contract Amendment No. 5
Exhibit F - WWC Engineering's Proposal to Barnum, Inc., for engineering and surveying services for the Izaak Walton waterline crossings, dated April 24, 2026.

Docusign Envelope ID: 963E56E5-B967-81E0-8136-A9650187E7F6

CONTRACT AMENDMENT NO. 5

		Project No.
Owner:	City of Casper	15-66
Owner's Advisor:	Edge Engineering Group, LLC	
Engineer:	Barnum, Inc.	
Construction Manager at Risk:	Barnum, Inc.	
Project:	North Platte River Restoration (NPRR) Izaak Walton	
Contract Name:	Agreement Between Owner and Construction Manager At Risk	
Contract Amendment:	5	

Date Issued: October 7, 2026 Effective Date of Contract Amendment: October 20, 2026

The Contract is modified as follows upon execution of this Contract Amendment:

Reference (if applicable):

Fee Estimate(s): Exhibit F, dated April 24, 2026, Page 7 of 7.

Proposal(s): Exhibit F, dated April 24, 2026, Engineering and Surveying Services Izaak Walton Waterline Crossings – Airport and Robertson Road Waterlines – Revised Proposal.

Description:

Contract Amendment No. 5 modifies the scope of work for the Pre-Construction Services to include additional engineering and surveying services for the replacement of two (2) water transmission lines that cross the Izaak Walton Reach of the North Platte River.

Attachments:

Exhibit F – WWC Engineering's Proposal to Barnum, Inc., for engineering and surveying services for the Izaak Walton waterline crossings, dated April 24, 2026.

Original Contract Price this Work Authorization	$288,271.00
Net **Increase** from previously approved Contract Amendment(s) No. 1 to No. 4	$3,082,200.00
Contract Price prior to this Contract Amendment	$3,370,471.00
Increase this Contract Amendment:	$114,875.50
Contract Price incorporating this Contract Amendment:	$3,485,346.50

Change in Contract Times for Contract Amendment

☒ The completion dates are not modified by this Contract Amendment—CMAR is to complete Work so Project will reach Substantial Completion by the date designated in the Agreement.

☐ The completion dates are modified by this Contract Amendment as shown below.

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	Original	Previous	Current
Substantial Completion Date	June 30, 2027	June 30, 2027	June 30, 2027
Final Completion Date	July 30, 2027	July 30, 2027	July 30, 2027

	CMAR	Owner
By:	DocuSigned by: Jessica Mittleider B17C436E2D2F46C...	
Title:	President, Barnum, Inc.	Mayor, City of Casper
Date:	10/14/2026	

EJCDC® CMAR-943, Contract Amendment—Construction Manager at Risk Series.
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Docusign Envelope ID: 963E56E5-B967-81E0-8136-A9650187E7F6

Exhibit F

WWC ENGINEERING

ENGINEERING AND SURVEYING SERVICES FOR

IZAAK WALTON WATERLINE CROSSINGS

AIRPORT AND ROBERTSON ROAD WATERLINES

REVISED PROPOSAL

Prepared for:

City of Casper /Central Wyoming Regional Water

Attn: Ethan Yonker, P.E.

Prepared by:

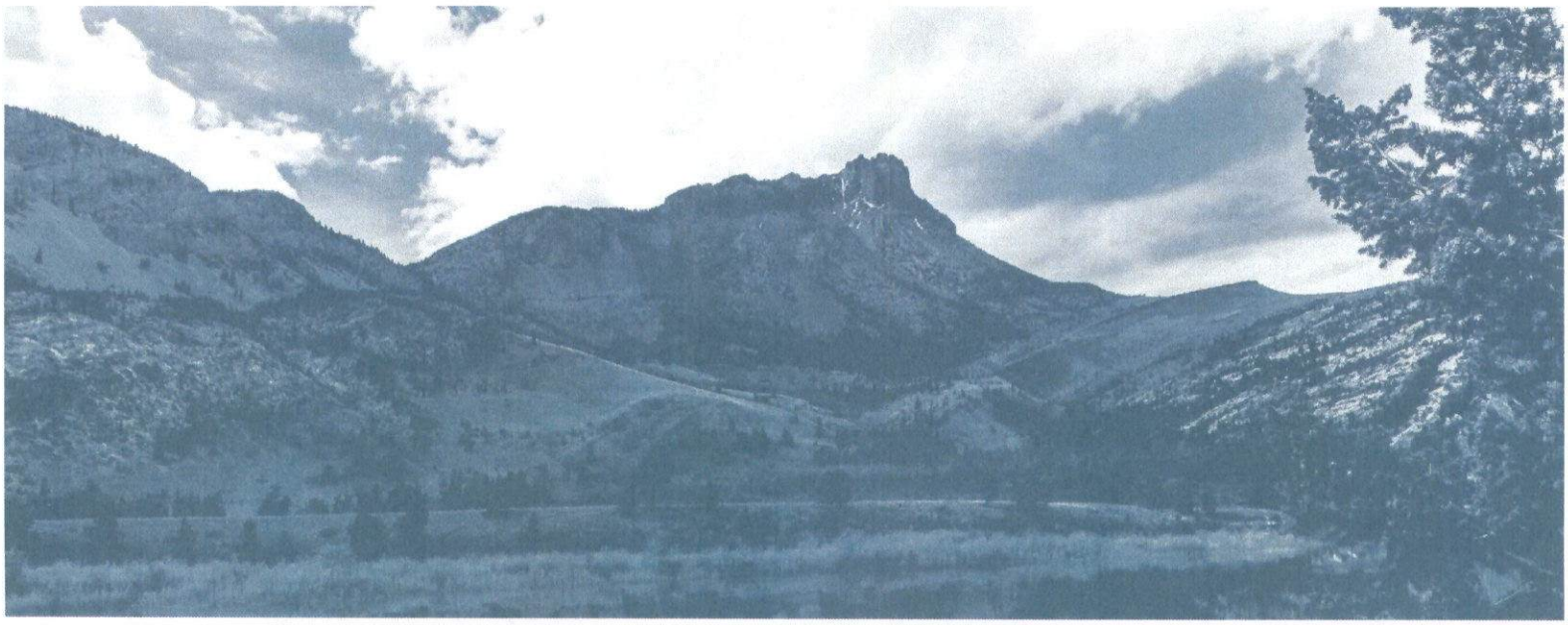
WWC Engineering

5880 Enterprise Dr., Ste 600

Casper, WY 82609

(307) 473-2707

April 24, 2026



Docusign Envelope ID: 963E56E5-B967-81E0-8136-A9650187E7F6

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Summary 4

Docusign Envelope ID: 963E56E5-B967-81E0-8136-A9650187E7F6

Scope and Tasks

WWC Engineering (WWC) is pleased to submit this scope and fee proposal to the City of Casper for professional engineering services associated with the **Izaak Walton Waterline Crossings**. We prepared this scope and fee estimate to reflect our understanding of the project requirements following discussion with City staff and from our recent experience completing similar projects. It is anticipated that this project will be completed under an existing construction contract, thus no bidding assistance services are included in this scope and fee proposal.

Our understanding of the project scope and goals include the replacement of two existing water distribution mains crossing the North Platte River, east of Chamberlin Road. One waterline being a 24-inch ductile iron watermain which provides supply to Robertson Road and the other being an assumed 16-inch ductile iron watermain which provides service to the Natrona County International Airport. We will provide the survey, design, permitting, and construction engineering services necessary for the replacement of the two waterline crossings.

Task 1: Project Management

WWC recognizes that effective project management is critical to the success of the Izaak Walton Waterline Crossings project (Project). Our Project Manager will serve as the primary point of contact for the City of Casper, ensuring clear communication, timely deliverables, and proactive coordination with City staff, regulatory agencies, and stakeholders.

Project Kickoff Meeting

A clear understanding of project goals, schedules, existing as-built conditions or availability, and project-specific considerations is key to delivering a successful project. This Kickoff Meeting will be attended by key personnel from WWC's team and City staff to discuss the project extents, goals, and specific information prior to commencing with survey and design activities. A single meeting at the location of the City's preference is anticipated.

Project Management

Time for WWC's Project Manager to host progress meetings, coordinate with City staff, and provide schedule and budget controls for the project is expected and included in this scope.

Task 2: Surveying, Mapping, and Data Collection

Mapping and Utility Survey

Survey staff will complete One-Call tickets prior to completing topographic and mapping activities with survey grade GPS. To limit unnecessary project costs, the existing survey data collected for the project will be utilized to supplement topography and bathymetry and WWC's survey efforts will focus on the utilities in the area of interest.

Survey Control

During survey and mapping, WWC's field staff will set and survey a network of project control points. These points are critical to ensure design in the office is relayed to construction crews in the field while avoiding errors. It is anticipated that at least four local project control points will be set for the project.

Docusign Envelope ID: 963E56E5-B967-81E0-8136-A9650187E7F6

Subsurface Investigation

It is important to investigate subsurface conditions on each side of the river. Completing borings will provide important data on subsurface conditions and suitability for construction methods, including horizontal directional drilling or boring.

With assistance provided by WWC's subconsultant, Advanced Geotechnical Solutions (AGS), four borings up to 30 feet in depth will be advanced with logs to summarize subsurface conditions. These bores will provide important information for determining suitability for various installation methods for the waterlines and provide reference data for proposed depths to be targeted for each waterline.

Task 3: Draft Design

Layout and Concept Design

Following subsurface investigation results and topographic survey processing, a draft layout for the replacement of each waterline crossing will be completed. This early layout will allow for review by City staff for important discussion regarding preferences on valving, horizontal location, temporary or permanent easement needs, and identifying conflicts with topography or other utilities.

System Modeling and Design

Our team of engineers will evaluate the existing waterline crossings and complete hydraulic design via WaterGEMS software. With hydraulic design data and criteria and input from City staff, diameters for each waterline will be confirmed or resized to meet current and projected demands. The accurate size of the waterline is critical to avoid unnecessary costs from installing larger, more expensive waterline crossings than required. The current Central Wyoming Regional Water System (CWRWS) model will be amended with proposed infrastructure for confirmation of sizes, fire flows, and as an aid in preparing the Wyoming Department of Environmental Quality (WDEQ) Application for Permit to Construct.

Draft Design Sheets

The preliminary design will be detailed in draft level construction drawings. These drawings will be submitted to the City of review and will serve as the starting point for the final Construction Drawings. These draft drawings will include plan and profile design sheets and draft level details intended for review.

Task 4: Final Design and Permitting

Final Construction Drawings

Final modeling and design will be completed, and City of Casper comments or revisions will be addressed. The final modeling activities will be completed to generate important pressure and flow results for inclusion in a WDEQ Permit to Construct application. The draft level construction drawings will be revised, detail added, and final QAQC completed prior to submitting to WDEQ for concurrence and to obtain a permit.

Technical Specifications

The construction methods anticipated for the project will be beyond the Standard Specifications provided by the City of Casper. WWC will draft the necessary technical specifications for the project, construction execution, and materials. These specifications will be utilized during construction and for securing the Permit to Construction from WDEQ.

Docusign Envelope ID: 963E56E5-B967-81E0-8136-A9650187E7F6

Permitting

This Task includes the preparation of all applicable deliverables required to secure a Permit to Construct from WDEQ. With adequate hydraulic modeling results, concise consideration of various WDEQ and Ten-State Standards regulations or recommendations, and quality Construction Drawings, our team will obtain regulatory approval with limited comment or revision.

In addition to the permitting action with WDEQ, it is anticipated that concurrence from United States Army Corps of Engineers (USACE) will be required to install waterlines across the North Platte River. Based on recently complete projects, WWC anticipates this construction project to be regulated under a Nationwide Permit (NWP), specifically NWP#58 for Utility Line Activities for Water and Other Substances. This permitting action will include completion of a Pre-Construction Notification (PCN), correspondence with various agencies for concurrence, and providing various project information. This NWP may require wetland delineations, however, this scope and associated fee does not include completion of wetland delineations as WWC has been able to have this requirement waived in instances where no permanent disturbance will be made, and trenchless methods are utilized across the wetland areas. If a wetland delineation is formally requested, WWC will work with the City of Casper and the rest of the Izaak Walton North Platte River Restoration team to provide the necessary services as efficiently as practicable.

Task 5: Construction Administration and Inspection

WWC's anticipated construction involvement will include administration and inspection services. WWC will provide construction staking services as needed by the contractor, administration services to administer the contract between the City and the contractor, and inspection services with detailed documentation, reporting, and verification of quality construction of the project for adherence to WDEQ regulations, and to ensure the City of Casper is delivered a quality project.

Construction Staking

WWC provides flexible construction surveying services to contractors on City of Casper projects. A horizontal alignment and vertical profile for each waterline will be designed during the design phase of the project and made available via various file formats for a contractor to utilize in GPS equipment or GPS machine-controlled equipment. Additionally, traditional construction staking will be provided as needed with QAQC surveys completed prior to as-built drawings.

On-Site Inspection

WWC will provide a Resident Project Representative (RPR) to observe construction activities, maintain records, and serve as the City's on-site representative. It is anticipated the waterline installation activities will extend across 11 weeks of construction and part time inspection will be sufficient. WWC has prepared the fee estimate assuming and average of three trips per week for no more than 20 hours of inspection being completed weekly. We feel this level of part-time inspection is sufficient for ensuring quality and adherence to specifications and design drawings while minimizing unnecessary downtime and incurred costs from full-time construction inspection.

WWC will complete daily reports that include weather data, photos, inspection logs, and records of work performed. These reports will be uploaded in real time and are immediately accessible to City staff and the contractor.

Docusign Envelope ID: 963E56E5-B967-81E0-8136-A9650187E7F6

Construction Administration

WWC will review shop drawings and submittals, evaluate and prepare change orders, and review contractor applications for payment. The ongoing review of schedules and the administration of the contraction contract is something WWC's team makes a priority, such that deadlines, important paperwork, advertisement periods, and other administrative efforts don't get overlooked.

As-Built Drawings

Throughout construction, WWC will maintain records of field changes and contractor redlines. Following completion, we will prepare record drawings in AutoCAD and PDF formats consistent with City GIS and CAD standards. A reproducible 11"x17" set will also be provided. These documents will give the City an accurate record of installed infrastructure for future maintenance and planning. WWC understands the value provided by accurate and detailed record drawings and treats their generation and review as an important step of the project, instead of an afterthought.

Task 6: Additional Easement Exhibits

WWC's current scope of work includes the preparation of five construction easement exhibits. Through the progression of design services, it is understood that one additional construction easement exhibit is required to complete the stream restoration scope of work with another access and/or drainage easement exhibit required for stormwater conveyance improvements adjacent to Chamberlain Road. This task includes additional boundary recovery and preparation of these two additional construction easement exhibits, signed and sealed by a Professional Land Surveyor licensed in the State of Wyoming. Consistent with the previous five easement exhibits provided for the project, this scope does not include obtaining landowner access permission for boundary recovery and assumes the City staff will assist in coordinating access.

Summary

WWC is pleased to provide this scope of services and fee estimate to the City of Casper for this project. We feel we are equipped to provide quality design services for this project and have similar project experience to draw from to provide constructable designs. With WWC's involved on the Izaak Walton North Platte River Restoration project already, we feel we can provide design and construction services that maintain overall project goals and mitigate challenges posed by multiple construction activities being completed in a single project location.

Docusign Envelope ID: 963E56E5-B967-81E0-8136-A9650187E7F6

Izaak Walton Waterline Crossings - Professional Services Fee Estimate REV1
April 24, 2026

General Information			Personnel					Costs		
Task Number	Subtask	Description	Technician 6	Professional Level 2	Professional Level 3	Professional Level 4	Professional Level 6	Labor Subtotal	Expenses	Total Cost
1	**Project Management**									
	1a	Project Kickoff and Coordination Meeting	-	3	-	3	2	$1,404.00	$20.00	$1,424.00
	1b	Project Management	-	-	-	18	-	$3,294.00	$0.00	$3,294.00
									Subtotal Task 1	**$4,718.00**
2	**Surveying, Mapping, and Data Collection**									
	2a	Mapping and Utility Survey	18	-	6	16	-	$5,994.00	$770.00	$6,764.00
	2b	Survey Control	8	-	2	-	-	$1,252.00	$411.00	$1,663.00
	2c	Aerial and Topography Processing (CEPI)	-	-	8	-	-	$1,328.00	$0.00	$1,328.00
	2d	Subsurface Investigation	-	-	-	2	-	$366.00	$8,038.50	$8,404.50
									Subtotal Task 2	**$18,159.50**
3	**Draft Design**									
	3a	Layout	-	24	-	8	2	$5,406.00	$0.00	$5,406.00
	3b	Hydarulic Modeling and Design	-	24	-	16	-	$6,456.00	$0.00	$6,456.00
	3c	Draft Design Sheets	-	24	-	8	4	$5,820.00	$0.00	$5,820.00
	3d	Draft Design Meeting	-	2	-	2	1	$867.00	$20.00	$887.00
									Subtotal Task 3	**$18,569.00**
4	**Final Design and Permitting**									
	4a	Permitting	-	52	-	12	-	$9,840.00	$0.00	$9,840.00
	4b	Construction Drawings	-	28	-	16	8	$8,700.00	$0.00	$8,700.00
	4c	Technical Specifications	-	20	-	20	4	$7,428.00	$0.00	$7,428.00
									Subtotal Task 4	**$25,968.00**
5	**Construction Administration and Inspection**									
	5a	Inspection	-	179	-	-	-	$26,313.00	$540.00	$26,853.00
	5b	Staking	16	-	-	16	-	$4,768.00	$790.00	$5,558.00
	5c	Construction Administration	-	-	-	18	-	$3,294.00	$0.00	$3,294.00
	5d	As-Constructed Drawings	-	36	-	8	-	$6,756.00	$0.00	$6,756.00
									Subtotal Task 5	**$42,461.00**
6	**Additional Easement Exhibits**									
	6a	Construction Easement	7	-	-	8	-	$2,269.00	$264.50	$2,533.50
	6b	Chamberlain Rd Stormwater Easement	7	-	-	8	-	$2,269.00	$197.50	$2,466.50
									Subtotal Task 6	**$5,000.00**

Total Cost	**$114,875.50**

RESOLUTION NO. 26-258

A RESOLUTION AUTHORIZING CONTRACT AMENDMENT NO. 5 TO THE AGREEMENT WITH BARNUM, INC., FOR CONSTRUCTION MANAGER AT RISK SERVICES FOR THE NORTH PLATTE RIVER RESTORATION IZAAK WALTON REACH, PROJECT NO. 15-66.

WHEREAS, the City of Casper entered into an Agreement with Barnum, Inc., on May 6, 2025, to provide construction manager at risk services for the North Platte River Restoration Izaak Walton Reach, Project No. 15-66; and,

WHEREAS, the City of Casper entered into Amendment No. 1 with Barnum, Inc., on October 21, 2025, to provide additional engineering and surveying services; and,

WHEREAS, the City of Casper entered into Amendment No. 2 with Barnum, Inc., on February 3, 2026, to provide additional engineering and surveying services for preparation of construction easement exhibits and legal descriptions of each easement for the Izaak Walton Reach of the North Platte River; and,

WHEREAS, the City of Casper entered into Amendment No. 3 with Barnum, Inc., on July 7, 2026, for mitigation and removal of Russian Olive Trees along the banks of the Izaak Walton Reach of the North Platte River; and,

WHEREAS, the City of Casper entered into Amendment No. 4 with Barnum, Inc., on September 1, 2026, for a Guaranteed Maximum Price Proposal for construction of the Izaak Walton Reach of the North Platte River; and,

WHEREAS, the City of Casper desires to enter into Amendment No. 5 to the Agreement in the amount of One Hundred Fourteen Thousand Eight Hundred Seventy-Five and 50/100 Dollars ($114,875.50) for the additional engineering and surveying services for the replacement of two (2) water transmission lines that cross the Izaak Walton Reach of the North Platte River; and,

WHEREAS, Barnum, Inc., is able and willing to provide those professional services, specified as Amendment No. 5 to the Agreement for the North Platte River Restoration Izaak Walton Reach, Project No. 15-66, and further described therein.

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, this Resolution authorizing Amendment No. 5 to the Agreement for Construction Management with Barnum, Inc., for a price increase in the amount of One Hundred Fourteen Thousand Eight Hundred Seventy-Five and 50/100 Dollars ($114,875.50).

BE IT FURTHER RESOLVED: That the Mayor is authorized and directed to execute Contract Amendment No. 5.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2026.

APPROVED AS TO FORM:

Eric K. Nelson

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

October 12, 2026

MEMO TO: Janine Jordan, City Manager JJ for JJ

FROM: Krista Johnston, P.E., Public Services Director KJ
Ethan Yonker, P.E., Water Operations Officer EY
Alex Sveda, P.E., City Engineer AS

SUBJECT: Authorizing a Resolution to Utilize the Construction Manager at Risk Delivery Method for the Wyoming Water Development Commission Grant-Funded Casper Tank Replacement 2025, Project No. 25-012.

Meeting Type & Date
October 20, 2026 Regular Council Meeting

Action Type
Resolution

Recommendation
That Council, by resolution, authorize utilization of the Construction Manager at Risk (CMAR) delivery method for the Wyoming Water Development Commission Grant-Funded Casper Tank Replacement 2025, Project No. 25-012.

Summary
The City Reservoir (Reservoir) is located on the northwesterly corner of the City Golf Course just south of the YMCA. It was built in the mid-1950's and serves as a below ground, 10-million-gallon (MG) treated water storage facility for the City's water distribution system which provides a safeguard for fluctuating Water Treatment Plant demands while supplying water to the City's customers and other parts of the distribution system. The Reservoir also serves critical fire and emergency capacity water functions. In 2018, HDR Engineering completed an inspection and study on the Reservoir. The study concluded that the reservoir is nearing the end of its useful life and identified tank leaks and operational challenges with the Reservoir as a potential burden to meeting water quality standards.

On May 6, 2025, Council approved a grant with the Wyoming Water Development Commission (WWDC) to fund up to $5,672,000 of project costs with the remaining 50% paid by the City. The projected cost for this project is $16,817,000 for all design, engineering, construction, contingency, and inflation.

The City procured Civil Engineering Professionals, Inc. (CEPI) to furnish analysis, engineering, design, bidding, and construction administration services for the project. Two (2) 3.3 million gallon water storage tanks have been proposed for replacement to allow for better operational maintenance (cleaning, coating, valving/isolation, etc.) and functional flexibility (keeping one tank online while providing maintenance to an offline tank, etc.).

During analysis, CEPI provided Technical Memorandum No. 2, evaluating three (3) proposed tank alternative types: Post-Tensioned Concrete, Pre-Tensioned Concrete, and Welded Carbon Steel, and provided a comparison of each. In conjunction with this evaluation, CEPI provided Technical Memorandum No. 3, analyzing the traditional Design-Bid-Build (DBB) and Construction Manager at Risk (CMAR) construction delivery alternatives for the Casper Tank Replacement 2025, Project No. 25-012.

Due to the complexities of taking the existing 10 million gallon tank out of service, providing temporary service capacity to the zone 1 system, and tank type alternative constructability and schedule, utilizing the CMAR delivery method, in lieu of the DBB, is being recommended to implement with this project. This method is common for water tank replacements of this scope and magnitude. WWDC's Operating Criteria lists CMAR among the delivery methods available. Under CMAR, tank alternative types would be included in a competitive bidding process and tank alternative constructability, sequencing, and pricing controlled through a Guaranteed Maximum Price (GMP).

Because the original WWDC grant includes DBB, a resolution with City approval granting the CMAR delivery method for the Casper Tank Replacement 2025, Project No. 25-012, is being requested from WWDC. City staff and CEPI support the recommendation that the CMAR delivery method be utilized. The approval of this recommendation from the City is required by October 21, 2026 for WWDC to consider and make final authorization.

Financial Considerations

The improvements will be funded through a 50% or $5,672,000 grant from WWDC and through a Wyoming Drinking Water State Revolving Fund Loan Agreement in the amount of $9,560,572.50.

Council Adopted Goals

☒ Infrastructure

☒ Fiscal Stability

☒ Communication & Public Education

Oversight/Project Responsibility

Alex Sveda, City Engineer

Attachments

Technical Memorandum No. 2
Technical Memorandum No. 3
WWDC Grant Agreement for the Casper Tank Replacement 2025

Technical Memorandum TM-2

Casper City Reservoir Replacement

Date:	July 27th, 2026
To:	Alex Sveda, PE – City of Casper
From:	Ray Catellier, PE – CEPI
	Enrique Jimenez, EIT – CEPI
WO #:	City 25-012
	CEPI 25-046
Subject:	City of Casper Reservoir Replacement Tank Alternatives

Purpose

This Technical Memorandum (TM) evaluates the available tank type alternatives to replace the City of Casper's existing 10 million gallon (MG) below grade concrete water storage tank with two new storage tanks. Each tank would be sized for approximately 3.3 MG in capacity for a total combined 6.6 MG capacity.

The three alternatives evaluated are:

- Post-Tensioned Concrete (AWWA D115)
- Pre-Tensioned Concrete (AWWA D110)
- Welded Carbon Steel (AWWA D100)

Key concepts discussed in this TM include how each tank type is built, how it performs over time, and how it compares against the project's goals of low maintenance, long term reliability, performance, and compatibility with a geometrically constrained site.

Background

The 10-million-gallon City reservoir serves as the backbone of Casper's water distribution system. Located near the city center, east of Casper College, this below-grade concrete structure has been in operation since the 1950s and received significant upgrades in 1987-88, including a new flexible liner and corrugated aluminum panel roof to extend its service life.

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The reservoir anchors Casper's Pressure Zone 1, the City's largest pressure zone at nearly 27 square miles and roughly 230 miles of distribution mains. It receives treated water from the Central Wyoming Regional Water System (CWRWS) Water Treatment Plant and serves a dual role: supplying Zone 1 customers directly and feeding eight booster stations that deliver water to the City's other pressure zones.

A 2018 inspection by HDR determined the reservoir was nearing the end of its useful life, and its condition has continued to deteriorate to the point where complete replacement is now necessary. A tank sizing analysis in TM-1 evaluated current and projected water demands and, accounting for the water treatment plant's ramp-rate limitations and operational reserve needs, recommended replacing the City reservoir with two 3,300,000-gallon tanks. This dual-tank configuration meets projected demands, reduces system water age, and allows either tank to be taken offline independently for maintenance or during low-demand periods.

Existing Conditions

Underground concrete tanks of the reservoir's type were widely built in the mid-twentieth century for their low visual profile, but they carry long-term operational challenges that make rebuilding in the same form undesirable. Structural assessment is significantly more difficult than for above-ground structures, maintenance access to the roof, walls, and floor is inherently more complicated, and any construction in or over the existing footprint requires the tank to be taken fully offline and structurally filled before new work can begin.

The two 3.3 MG tank configuration recommended in TM-1 addresses these challenges while providing several key advantages. Most notably, it offers operational redundancy as either tank can be isolated for inspection or maintenance while the other remains in service. It also enables more flexible construction phasing, allowing the first tank to be built and commissioned before the existing reservoir is decommissioned, depending on the selected tank location.

CEPI recommends the City take the existing reservoir fully offline for a trial period of several weeks to a month during the summer high-demand period before finalizing the construction sequencing approach. Given the reservoir's role feeding Zone 1 and its eight booster stations, a controlled offline test would let the City observe actual system response, such as pressures, booster station performance and water treatment plant operational impacts, under a realistic worst-case demand scenario rather than relying on modeled assumptions alone. The results would help determine the most viable construction sequence: decommissioning the existing reservoir before either new tank is built, after the first new tank is in service, or only after both new tanks are online.

Beyond sequencing, this test would also give the City a clearer picture of the operational consequences of an unplanned reservoir outage during the multi-year construction period, such as an emergency or equipment failure that takes the reservoir out of service unexpectedly before a replacement tank is available. Understanding this risk in advance would allow the City to plan for

temporary interconnections, operational adjustments, or demand management as part of the construction sequencing strategy developed for this project.

The site itself imposes physical constraints that further influence which tank types are appropriate. A steep hillside to the west and northwest limits where tanks can be placed, and the preliminary tank area identified in the 2020 City of Casper Master Plan requires significant earthwork to establish level foundations. Should either or both tanks be sited on or near the existing reservoir footprint, this decommissioning and backfilling must occur before construction can proceed.

Tank Type Alternatives

Three tank types were selected as alternatives for this project. Each is described below, including how it is built and where its strengths and limitations lie, to provide the foundation for evaluating its suitability here.

Before reviewing these alternatives, it is worth clarifying that none of the three tank types described below match the construction of the existing City reservoir. The existing reservoir is a conventionally reinforced, non-prestressed concrete structure. The operational difficulties documented for the existing reservoir, including liner degradation, difficult structural assessment, and constrained maintenance access, are attributable to its specific non-prestressed design and 1950s-era construction; not to below-grade concrete tanks as a category. The two concrete alternatives evaluated here represent a substantially different technology with a different maintenance profile, illustrated by real-world operating history below.

Post-Tensioned Concrete Tank (AWWA D115)

Figure 1: Steel Tendons Exposed Prior to Tensioning

A post-tensioned concrete tank is a cast-in-place, concrete structure in which high-strength steel tendons are installed within the wall during construction and tensioned during the concrete cure. The tensioning force compresses the concrete wall radially, counteracting the tensile hoop stresses that hydrostatic water pressure would otherwise impose. Because concrete is inherently strong in compression and weak in tension, maintaining the wall in a net compressive state under all loading conditions prevents cracking and allows the structure to contain water without relying on liners, coatings, or membrane sealants. AWWA D115 (Tendon-Prestressed Concrete Water Tanks) has governed this tank type since the 1950s, and tanks built under this standard routinely remain in active service for 75 to 80 years or more with minimal rehabilitation.

Construction proceeds entirely in the field in a carefully sequenced series of operations. The ring wall foundation is constructed first, sized to bear on the prepared native subgrade and incorporating the overexcavation and aggregate replacement specified in the geotechnical report. The ring wall footing must bear at or below the local frost depth to prevent heave. Once the foundation is complete, the circular tank wall is formed and cast using custom slip forms or jump forms that travel upward as concrete is placed in successive lifts. Horizontal post-tensioning ducts are cast into the wall along with conventional vertical reinforcement, and the concrete mix is designed for the local exposure conditions, including proper air entrainment for freeze-thaw resistance and a low water-to-cement ratio for long-term durability. A cast-in-place concrete dome roof is then constructed. Unlike wall-only prestressing, the floor and roof slabs of a post-tensioned tank are typically post tensioned as part of the same system, with the floor placed as a single monolithic pour. This avoids the intermediate construction joints associated with conventionally reinforced floor slabs and minimizes the shrinkage-cracking and cold-joint leak paths that those joints can introduce.

The post-tensioning process typically begins within hours of the concrete pour, bringing the curing concrete to approximately 50% of the target tension, followed by final tensioning later in the concrete cure process. Horizontal tendons are stressed using hydraulic jacks from the exterior face of the wall, each tensioned to a carefully calculated force and then anchored. Vertical tendons are stressed in the same manner. The stressing sequence is engineered to produce uniform prestress distribution around the circumference, and each tendon is documented upon completion. Once stressing is finished, the tendon ducts are pressure-grouted with cementitious grout to fully encapsulate the steel and provide long-term corrosion protection. Anchor pockets are patched, and the interior surface, which is left exposed without coating in standard potable water service, is inspected and any minor surface defects are repaired. Piping penetrations, access hatches, interior ladders, and instrumentation are installed, and the completed tank undergoes hydrostatic leak testing per AWWA D115 before being placed in service.

The most significant advantage of the post-tensioned concrete tank is its maintenance profile: no interior or exterior protective coatings are required in standard potable water service, so there is no coating lifecycle to manage and no scheduled recoating outage. The only ongoing maintenance obligation of consequence is periodic inspection of the prestressing tendons, typically every 10 to 15 years, a non-intrusive check that costs far less than a steel tank recoating event and can often be

performed with the tank remaining in service. This alone distinguishes it from the alternatives. AWWA D115 also carries a tighter allowable leakage criterion during hydrostatic acceptance testing than AWWA D110. A well-designed, properly constructed D115 tank routinely exceeds 75 to 80 years of service life, with examples from the 1960s still in active municipal service today; this represents a generational investment, and the City and State would expect to commission a replacement for one of these tanks near the end of this century.

This maintenance profile is carried out in practice. In a call with engineering staff at the Fort Collins-Loveland Water District (FCLWD), who have operated many D115 post-tensioned tanks, and in particular, a 4-MG domestic water tank in continuous service since 1982, the tank's maintenance history over more than four decades has consisted almost entirely of control and actuator upgrades unrelated to the tank structure itself. The tank is drained and internally inspected every other year, and staff have reported no spalling or structural distress on the interior walls. Where minor tendon-anchor issues have occurred on D115 tanks in their portfolio, staff described these as isolated, straightforward repairs involving regrouting the affected area, rather than any structural intervention.

Interior water-contact conditions were also discussed on the call. City staff asked whether a concrete interior is harder to clean than a welded steel tank. FCLWD outlined that it does not drain its tanks for routine cleaning but instead uses divers in the same basic approach used on many steel tanks. FCLWD staff indicated the cleaning process is essentially unchanged: divers use a hand tool, such as a metal angle/squeegee, to push accumulated sediment toward the outlet, after which the tank is drained, refilled, and tested before being returned to service. This is performed on roughly the same two-year cycle as the tank's structural inspection.

On water quality specifically, City staff raised a concern that an unlined, unpainted concrete interior, which is inherently rougher than a coated steel surface, could offer more surface area for biofilm to establish. FCLWD staff responded that they have not experienced meaningful biofilm buildup in their concrete tanks, and that using a smooth formed wall finish, rather than a rough or exposed-aggregate surface, is the key factor in avoiding it. The primary interior maintenance item they described is ordinary sediment settling at the tank bottom, which is addressed through the diver cleaning cycle.

The thermal mass of the concrete wall provides significant stability to the temperature of the stored water, moderating diurnal and seasonal swings and reducing the risk of ice formation during extreme cold events. Combined with the inherent freeze-thaw resistance of properly air-entrained, low water-to-cement ratio concrete, this makes the post-tensioned tank well suited to Casper's climate. Often-overlooked advantages of cast-in-place post-tensioned concrete construction is the ability to configure the tank to virtually any geometry required by the site. Because the wall is formed and cast in place rather than fabricated to standard dimensions, D115 tanks are not required to be circular, whereas D110 wire-wound construction requires a circular shell to allow the winding equipment to travel continuously around the wall. On a site where a circular footprint doesn't fit cleanly, this is a meaningful siting advantage unique to D115. This flexibility is particularly valuable

on constrained sites where a standard tank geometry would not fit without significant earthwork or site modification. D115 construction also requires less working clearance around the tank perimeter than D110, since D110's wire-winding machine needs a continuous travel path with scaffold/lift access around the full circumference of the tank. Typical clearance needs are on the order of as little as 4 feet for D115 versus 15–20 feet for D110. On a site with limited buildable area, this reduced clearance translates directly into less cut/fill earthwork to establish the working pad around each tank.

Post-tensioned concrete tanks can also be constructed partially or completely below grade, which is a meaningful advantage on a site with topographic challenges. In a partially buried configuration, the tank is set into the hillside so that a portion of the wall height is embedded in the earth. The surrounding soil provides passive lateral support to the buried portion of the wall, which can reduce the structural demand on the wall itself and improve seismic performance by engaging the surrounding earth mass. The construction process for a partially buried tank follows the same sequence as a standard above-grade tank with the addition of a waterproofing system on the exterior of the buried wall face and a drainage layer to prevent hydrostatic pressure buildup against the wall. This drainage detailing was illustrated in the FCLWD discussion, which is currently constructing a 6 MG D115 tank as a fully buried structure. Rather than relying on exterior waterproofing alone, their design uses a sand drainage layer and drain board along the buried wall face, wrapped in filter fabric, connecting to a perimeter drain approximately 5 to 6 feet out from the tank footprint. A 30-foot-deep inspection manhole is also included so the drain system can be camera-inspected without excavation. This is offered as a practical precedent for how a buried D115 tank's drainage system can be designed and monitored over its service life.

The primary disadvantage is initial capital cost, which is higher than a comparable steel tank, although this premium is generally offset by the absence of coating maintenance costs over the service life, and on this site specifically, cost may also be offset by the elimination of significant earthwork required for a fully above ground steel tank. The monolithic concrete wall is also somewhat less tolerant of significant differential foundation settlement than a flexible steel shell, so subgrade preparation must be carefully implemented to manage settlement potential.

Pre-Tensioned Concrete Tank (AWWA D110)

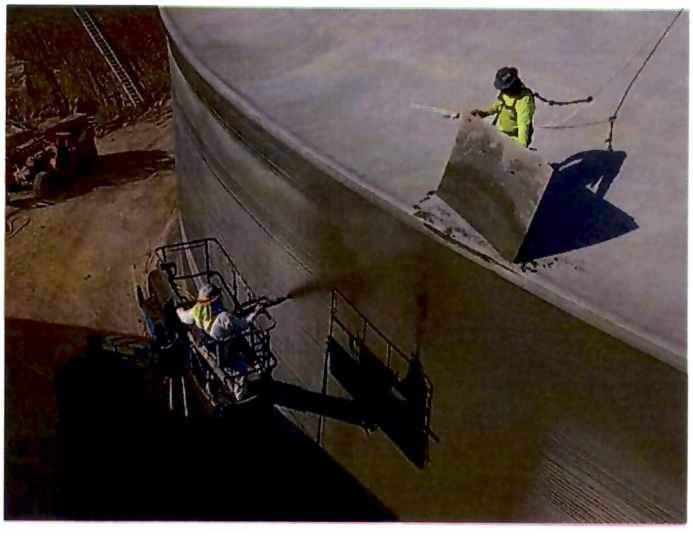


Figure 2: Shotcrete Application Over Tensioned Steel Wire

Pre-tensioned concrete tanks, which are also called wire-wound tanks, achieve prestress through a fundamentally different method than post-tensioned tanks. Rather than tensioning tendons through ducts after concrete placement, a high-tensile steel wire or strand is wound continuously around the outside of a concrete core wall under controlled tension while the winding is taking place. The wound wire is then encased in a protective layer of pneumatically applied concrete, known as shotcrete. The tension in the wire places the core wall in circumferential compression, resisting hydrostatic hoop stresses in the same fundamental way as post-tensioned tendons. AWWA D110 and ACI 372R govern the design and construction of this tank type, which has been in use since the 1940s and has a long, successful track record in municipal water storage across the United States.

Construction begins with a concrete ring wall foundation built to the same geotechnical requirements as a post-tensioned tank. The concrete core wall which is the primary water-retaining element is then constructed. This can be done as a cast-in-place thin-shell wall, as a series of precast concrete panels erected and joined around the tank circumference, or as a shotcrete shell applied over steel mesh and framing. The precast panel approach is the most common practice for tanks in the one to five MG range. Once the core wall has achieved adequate strength, a specialized wire-winding machine travels continuously around the tank on a movable scaffold, wrapping high-tensile galvanized wire under carefully controlled and continuously monitored tension from the base of the wall to the top. The winding tension must be uniform and correct as under-tensioning leaves the wall insufficiently compressed, while over-tensioning risks wire fracture during winding. This is a highly mechanized operation that requires experienced operators and equipment specific to this construction method. This operation requires roughly 15–20 feet of clear working space around the tank perimeter for the scaffold and winding equipment to travel, compared to approximately 4

feet for D115. This translates to a larger footprint of disturbed ground and correspondingly more earthwork to establish a level, cleared pad.

After winding is complete, the prestressing wire is encased in a layer of shotcrete applied pneumatically in multiple passes to achieve full coverage and bond. The shotcrete serves two functions: protecting the wire from physical damage and, most importantly, from corrosion. Achieving uniform shotcrete thickness and eliminating voids is one of the most important quality control items in pre-tensioned tank construction. A precast or cast-in-place concrete roof is then installed, piping penetrations and access hardware are fitted, and the completed tank undergoes hydrostatic testing per AWWA D110 before commissioning. No interior coating is required in potable water service since the concrete core wall provides an inert, NSF/ANSI 61 compliant water contact surface. Wire-wound tank construction is somewhat faster than post-tensioned concrete.

The pre-tensioned concrete tank shares the most important maintenance advantage of its post-tensioned counterpart: no interior protective coating is required in potable water service, eliminating the recoating cycle that defines the maintenance burden of steel tanks. A wire-wound tank can be set partially below grade using the same approach as a post tensioned tank: earth excavation to the desired embedment depth, tank construction within the cut, exterior waterproofing on the buried wall face, and a drainage layer to manage any groundwater or infiltration against the wall, and the surrounding soil provides passive lateral support to the buried portion of the core wall. The tank has a long and successful track record in U.S. municipal water systems spanning more than 75 years, and AWWA D110 is a well-understood standard with established inspection and maintenance protocols. The initial construction cost is slightly lower than a post-tensioned concrete tank of equivalent volume.

The defining vulnerability of the pre-tensioned concrete tank is the exterior shotcrete encasement that protects the prestressing wire. In Casper's environment, with temperature swings from well below zero in winter to high summer temperatures, combined with UV exposure at elevation, the shotcrete jacket is subjected to significant and repeated thermal cycling throughout its service life. Cracking of the shotcrete exposes the underlying prestressing wire to moisture, initiating corrosion. Wire corrosion in a wound tank is a progressive failure mode: each wire break shifts its load to adjacent wires, potentially accelerating further breaks in a cascading sequence. Additionally, any heave of the foundation subgrade transmitted to the core wall could crack the shotcrete encasement at the most critical location. Prompt detection and repair of shotcrete cracking is therefore an ongoing maintenance obligation that has no equivalent for the post-tensioned concrete tank.

The condition of the prestressing wire is assessed through non-destructive techniques such as acoustic emission monitoring or radiographic imaging. Tanks built with precast core wall panels also introduce longitudinal panel joints that, while designed and grouted to be watertight, represent a potential vulnerability under differential settlement. The wire-wrapped, shotcrete-encased wall is not designed to be reopened or modified after construction, which is what makes significant repairs difficult of D110 tanks. Finally, the diameter flexibility of wire-wound tanks is somewhat constrained by standard winding machine configurations and precast panel sizes, making them a

slightly less adaptable choice for a geometrically constrained site than a fully cast-in-place post-tensioned tank.

Welded Carbon Steel Tank (AWWA D100)

Figure 3: Finished Welded Steel Tank

Welded carbon steel tanks conforming to AWWA D100 (Welded Carbon Steel Tanks for Water Storage) are the most prevalent type of above-ground water storage tank in North America by sheer number of installations, and are the primary type of tanks utilized by the City of Casper. They are fabricated from rolled carbon steel plate, erected in the field by welding pre-cut panels into a cylindrical shell on a prepared foundation, and protected from corrosion by interior and exterior coating systems. Steel tanks are widely understood, widely built, and widely maintained. Their structural behavior under water pressure is straightforward: the cylindrical shell acts in hoop tension, with hydrostatic stresses absorbed directly by the steel plate. This means the steel must remain intact and uncorroded to perform its structural function, which is the fundamental driver of the tank type's maintenance requirements throughout its service life.

A steel tank foundation consists of a concrete ring wall that supports the tank shell, with the tank bottom plate resting on a granular fill or sand pad within the ring. Once the foundation is ready, a steel annular plate is welded around the perimeter of the tank bottom, and the center of the floor is formed by flat steel plates welded in a lapped pattern. The cylindrical shell is then erected course by course, each course being a row of pre-cut and pre-rolled steel plates, welded together with continuous welds per AWWA D100 requirements. All structural welds are subject to non-destructive testing to verify weld quality. A self-supporting aluminum geodesic dome, a supported steel cone roof, or a framed steel roof is erected over the completed shell.

Once the shell and roof are complete, the interior surfaces are abrasive blast cleaned to near-white metal and coated with a multi-coat protective system per AWWA D102. Common systems include

100%-solids epoxy, glass-flake-reinforced epoxy, or polyurea coatings, all of which must be NSF/ANSI 61 certified for potable water contact. The exterior is similarly blast cleaned and coated. Piping penetrations and access hardware are fitted, and the completed tank is hydrostatically tested per AWWA D100.

The most significant advantage of the welded steel tank is construction speed. Once the foundation is prepared and steel materials are on-site, a 3.3 MG tank can be erected in a fraction of the time required for either concrete alternative. Steel tank erectors are widely available, meaning the City can expect competitive bidding from multiple qualified contractors, which benefits procurement. The initial capital cost is lower than an equivalent post-tensioned concrete tank, providing the most favorable short-term budget impact.

The fundamental and overriding disadvantage of the welded steel tank for an owner seeking minimal long-term maintenance is the coating maintenance cycle. The interior coating must be renewed every 15 to 20 years, requiring the tank to be taken out of service for weeks at a time while the interior is blast cleaned back to bare metal and a new multi-coat system is applied. Over a 50-year period, two steel tanks will undergo two to three interior recoating cycles, two to three exterior recoating cycles, and ongoing cathodic protection maintenance which is a cumulative expenditure that can quickly reach $4,000,000 to $8,000,000 or more in current dollars. This maintenance obligation cannot be deferred without accepting progressively degrading water quality and accelerating structural deterioration.

The limitation of the welded steel tank for this project is that it cannot be constructed partially or fully below grade. Their exterior coating system is designed for atmospheric exposure, not sustained soil contact, and burying any portion of the shell would accelerate corrosion at the soil-to-air interface, one of the most aggressive corrosion environments for carbon steel. On this site, where a partially buried configuration is preferred, this is a physical incompatibility rather than a matter of preference. Siting a welded steel tank here would require a fully above-ground configuration, which on this hillside means an extensive cut to establish a level pad at the appropriate elevation and, potentially, retaining walls to hold the cut face.

Tank Site Alternatives

To support tank type selection, CEPI prepared preliminary grading exhibits for two candidate site areas within the project site, North and South of the existing reservoir, each evaluated in an above-ground and a buried configuration, for four preliminary layouts in total, attached to the end of this TM. Each layout accommodates two 3.3 MG tanks, each 170 feet in diameter, with a base elevation of 5,315 feet and an overflow elevation of 5,335 feet.

The estimated tank site earthwork required for each configuration is as follows: the North Partially Buried layout requires approximately 27,000 CY of cut, the South Fully Buried layout requires approximately 47,000 CY of cut, the North Above Ground layout requires approximately 59,000 CY

of cut, and the South Above Ground layout requires approximately 86,000 CY of cut. Backfilling the existing City reservoir is estimated at approximately 50,000 CY.

As discussed above, D100 tanks cannot be buried, while both concrete types (D115 and D110) can be built buried, partially buried, or above ground. This means the two buried layouts, North Partially Buried and South Fully Buried, are only achievable with a concrete tank, while the two above-ground layouts, North Above Ground and South Above Ground, could accommodate any of the three tank types evaluated.

The North location sits on comparatively gentler terrain at lower elevation. A partially buried tank configuration there requires the least earthwork of any option evaluated, roughly half the cut volume of an above-ground configuration at the same site, and less than a third of the cut volume required for an above-ground configuration on the South site. The South location, by contrast, spans a more significant grade change across the tank footprint. An above-ground configuration there requires an extensive cut into the hillside to establish a level pad, and the preliminary grading for that layout includes retaining walls along the tank pad to hold back the cut face.

Based on this preliminary comparison, CEPI recommends the North site with a partially buried tank configuration as the preferred site alternative. This is supported primarily by the earthwork advantage shown above: the North buried layout requires roughly half the cut material of the next-best option and avoids retaining walls entirely. The South site, developed as an above-ground configuration, is the least favorable of the four alternatives evaluated. In addition to requiring the most earthwork of any option, it requires retaining walls to hold the cut face, adding construction cost and design complexity not shared by the other three configurations.

This site and type relationship governs how the two required bid alternatives discussed under Alternative Bidding are structured. Because welded carbon steel cannot be constructed below grade, a D100 tank cannot be accommodated at either buried layout, and it is therefore not compatible with the recommended configuration. An above-ground D100 layout at the North site was considered and is not carried forward, as it would forgo the earthwork advantage that drives the site selection and would more than double the cut volume required at that location.

As a preliminary alternative to the North and South sites above, CEPI also considered siting one or both new tanks directly on or immediately adjacent to the existing City reservoir footprint. Unlike the North and South sites, which allow the existing reservoir to remain in service through some or all of construction, building on the existing footprint would require the reservoir to be fully decommissioned, drained, and partially backfilled before any new tank construction could begin there. This removes the phased-construction advantage described earlier in this memorandum, under which one new tank can be built and commissioned while the existing reservoir remains available. This emphasizes the importance of the offline testing recommended earlier in this memorandum, which becomes essential rather than optional under this scenario.

The number of open questions surfaced in this section, from site selection, to the earthwork and retaining wall differences between locations, to the tank type restrictions at each buried configuration, to whether building on the existing reservoir footprint is feasible at all, is a strong argument for evaluating a Construction Manager at Risk (CMAR) delivery method as an alternative to traditional design-bid-build for this project. Under design-bid-build, these unknowns would need to be resolved by the design team alone before a contractor is ever brought in. Under CMAR, the contractor is engaged as a team member during design, before these decisions are finalized, so constructability and water system operability input can proactively shape site and tank type selection instead of reacting to fixed means and methods the contractor derived separately after design.

This approach was discussed directly on the FCLWD benchmarking call referenced earlier in this memorandum. FCLWD selects its contractor through a qualifications-based RFP at approximately 0 percent design, with the contractor's overhead and profit markup established as part of that selection rather than negotiated later. From that point, the owner, engineer, and contractor work through design together as a single team, with budget checkpoints at 30, 60, and 90 percent design and an independent cost estimate run in parallel near the end of design to validate pricing against the market. Payment is structured as cost plus materials and labor, plus the agreed overhead and profit markup, so schedule savings benefit the owner directly. FCLWD staff pointed to a concrete example of the benefit on their current 6 MG tank. When a specified pipe penetration sleeve product was discontinued during late design, having the contractor already on the team allowed the issue to be resolved immediately, with shop drawings for a substitution in hand before construction started, rather than surfacing later as a change order. Given the site and tank type unknowns identified in this memorandum, a comparable issue on this project (an unexpected site condition, a sequencing conflict with the existing reservoir, or a tank type restriction discovered late in design) could be resolved the same way under a CMAR approach.

A full comparison of design-bid-build and CMAR delivery for this project, including cost, schedule, and procurement tradeoffs, will be addressed in a separate technical memorandum. It is introduced here because the site-specific unknowns identified in this section are the clearest illustration of where early contractor involvement would add the most value.

Alternative Bidding

A preliminary life cycle cost analysis of the proposed tank alternatives shows in Figure 4 that welded steel tanks, while cheaper to construct, cost significantly more to own over time. The analysis modeled a 60-year planning horizon for two 3.3 MG tanks, where welded steel tanks require full interior and exterior recoating on a 15-year cycle, at an estimated cost of roughly $2.1 million per event for the pair, in addition to periodic cathodic protection renewal and coating repairs identified through routine dive inspections. Prestressed concrete tanks, by contrast, carry no comparable recoating obligation; their recurring costs are limited to basic maintenance items, such as dive inspections, and are an order of magnitude lower over the same period. Four anticipated recoating

cycles are due on the steel alternative over the 60-year period, and their cumulative cost exceeds $7.5 million more than the capital premium required to select post-tensioned concrete over welded steel in the first place. This lifecycle comparison is presented as context for the City's long-term budgeting and to inform the selection between the two alternatives designated below. It is not the basis for which tank types are carried forward, which is instead governed by compatibility with the buried configuration established in the preceding section.

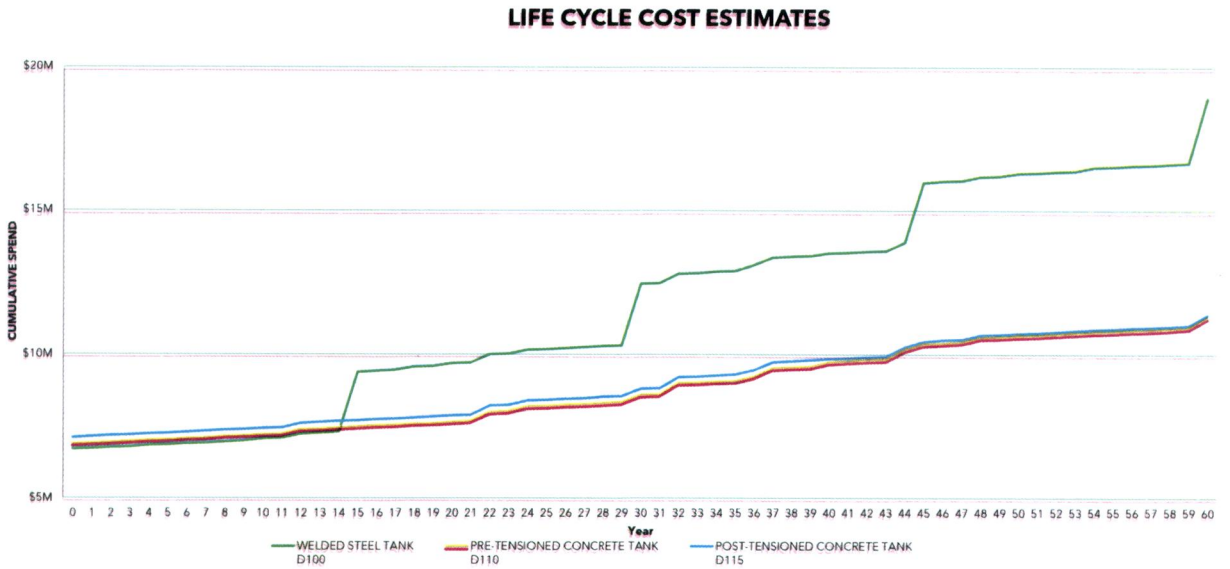


Figure 4: Life Cycle Cost Estimate Comparison Between Varying Tank Styles

The recommended approach is to designate the two bid alternatives as Alternative A, post-tensioned concrete (AWWA D115), and Alternative B, pre-tensioned concrete (AWWA D110), since both tank types can be constructed in the partially buried configuration for this site, and welded carbon steel cannot. Between these two, the cost difference is comparatively minor, and the City's selection may reasonably turn on factors such as bidder availability, construction schedule, and site conditions.

To support this decision, the bid documents should require each contractor to submit a lifecycle cost estimate alongside their base bid, covering the anticipated maintenance obligations for their proposed tank type over a defined analysis period, including recurring maintenance items specific to each concrete alternative. From those contractor-submitted estimates, the design team can prepare a comprehensive lifecycle cost analysis that normalizes the data and presents a side-by-side comparison of the total cost of ownership for Alternative A and Alternative B, similar to the one above. Structuring the process this way ensures that the City's final selection between the two alternatives is informed and defensible. If the City elects to select the higher base bid alternative, the documented lifecycle cost analysis provides the rationale that justifies that decision and demonstrates that it is in the long-term financial interest of the City and its ratepayers.

Tank Alternative Recommendations

Based on the evaluation presented in this memorandum, the site constraints described above, and the City's goals of minimal long-term maintenance and long-term reliability, it is recommended that the City of Casper Reservoir Tank Replacement be constructed using a Post-Tensioned Concrete (AWWA D115) configuration as the primary alternative. The governing consideration is siting. The project site is constrained by a steep hillside to the west and northwest, and a partially buried configuration at the North location requires roughly half the earthwork of the next-best layout and avoids retaining walls entirely. Of the three tank types evaluated, D115 is the only one that can be constructed at any degree of burial, from partial to full, which preserves flexibility as the grading design advances. It also offers cast-in-place geometric flexibility for the site's constraints and requires approximately 4 feet of perimeter working clearance compared with 15 to 20 feet for D110, further reducing the disturbed footprint on a constrained site. As discussed above, this maintenance profile is supported by direct precedent: FCLWD's own 4 MG D115 tank has operated since 1982 with minimal maintenance and no structural repairs.

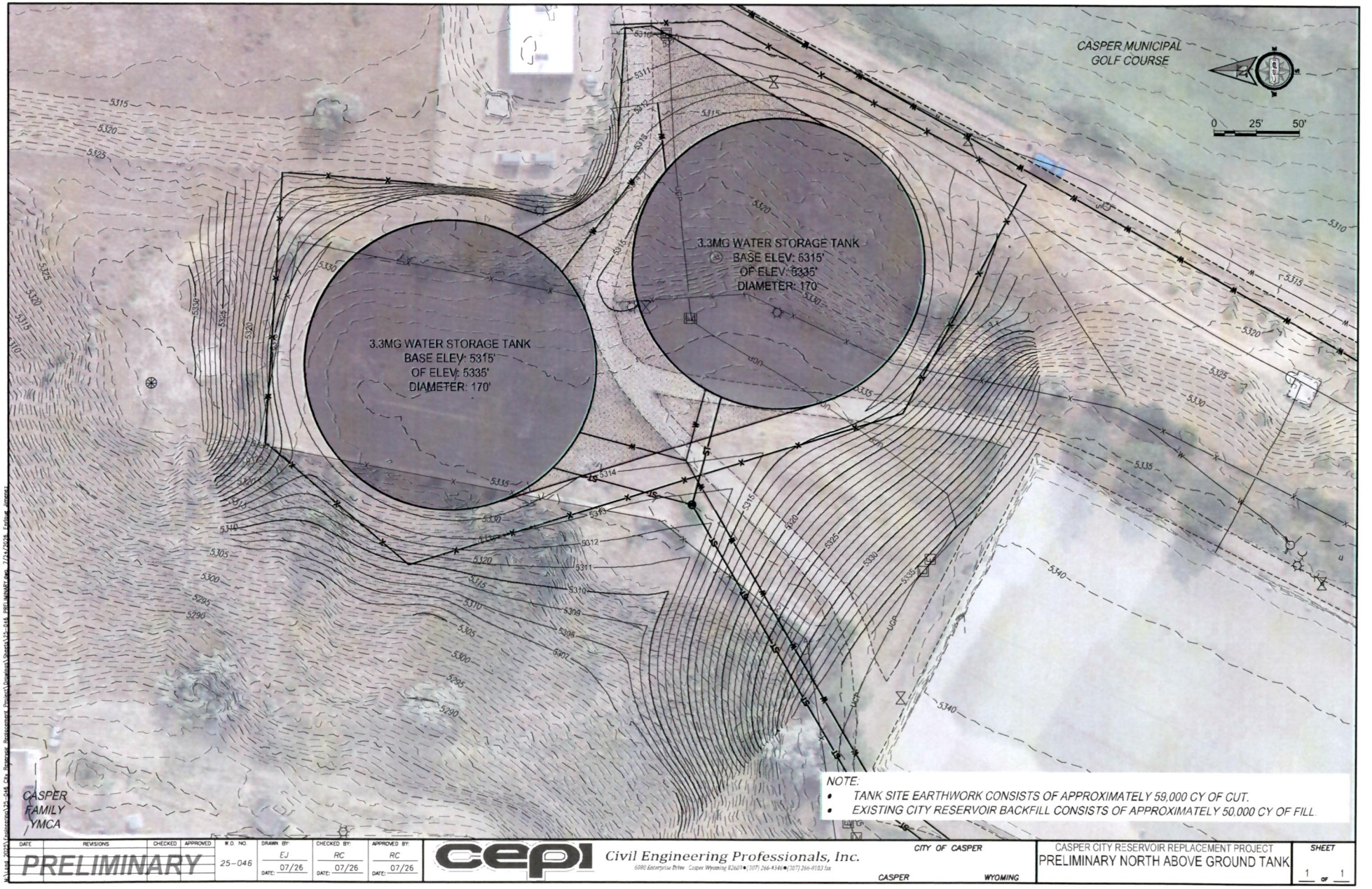
Pre-Tensioned Concrete (AWWA D110) is recommended as the second alternative. Like D115, D110 requires no interior coating and carries only minor, infrequent maintenance, and D110 can be set partially below grade and is therefore compatible with the recommended North partially buried configuration.

Welded Carbon Steel (AWWA D100) was evaluated and is not recommended as an alternative for this project. Welded steel tanks cannot be constructed partially or fully below grade, because their exterior coating systems are designed for atmospheric exposure rather than sustained soil contact, and burial would accelerate corrosion at the soil-to-air interface. Because a buried or partially buried configuration is preferred at this site, welded carbon steel is not compatible with the recommended configuration. An above-ground D100 layout would forgo the earthwork advantage that governs the site selection and, at the North location, would more than double the required cut volume.

Given the number of site-specific constructability unknowns including tank locations and sequencing relative to the existing reservoir, the City may also consider a CMAR delivery approach for this project, which would bring contractor input into these decisions earlier in design.

Table 1: Side-by-Side Comparison of Tank Types

Criterion	**Post-T Concrete (D115)**	**Pre-T Concrete (D110)**	**Welded Steel (D100)**
Governing Standard	AWWA D115	AWWA D110	AWWA D100
Expected Service Life	**75–80+ years**	50–65 years	40–50 years
Interior Coating Required?	**No**	**No**	Yes
Exterior Coating Required?	**No**	Shotcrete Maintenance	Yes
Water Quality Risk	**Minimal**	**Minimal**	Moderate
Freeze-Thaw / Climate Performance	**Excellent**	Good	Fair
Thermal Stability of Stored Water	**Excellent**	Good	Poor
Footprint Flexibility	**Maximum — any geometry**	Good	Good
Construction Duration (per tank)	Longest	Moderate	**Shortest**
Can be Partially/Fully Buried?	**Fully**	**Partially**	No
Initial Capital Cost (2 tanks)	Highest	Moderate	**Lowest**
50-Year Lifecycle Cost	**Lowest**	Moderate	Highest
Alignment with Maintenance-Free Goal	**Excellent**	Good	Poor



NOTE:
- TANK SITE EARTHWORK CONSISTS OF APPROXIMATELY 59,000 CY OF CUT.
- EXISTING CITY RESERVOIR BACKFILL CONSISTS OF APPROXIMATELY 50,000 CY OF FILL.

DATE	REVISIONS	CHECKED	APPROVED	W.O. NO.	DRAWN BY:	CHECKED BY:	APPROVED BY:
PRELIMINARY				25-046	EJ DATE: 07/26	RC DATE: 07/26	RC DATE: 07/26

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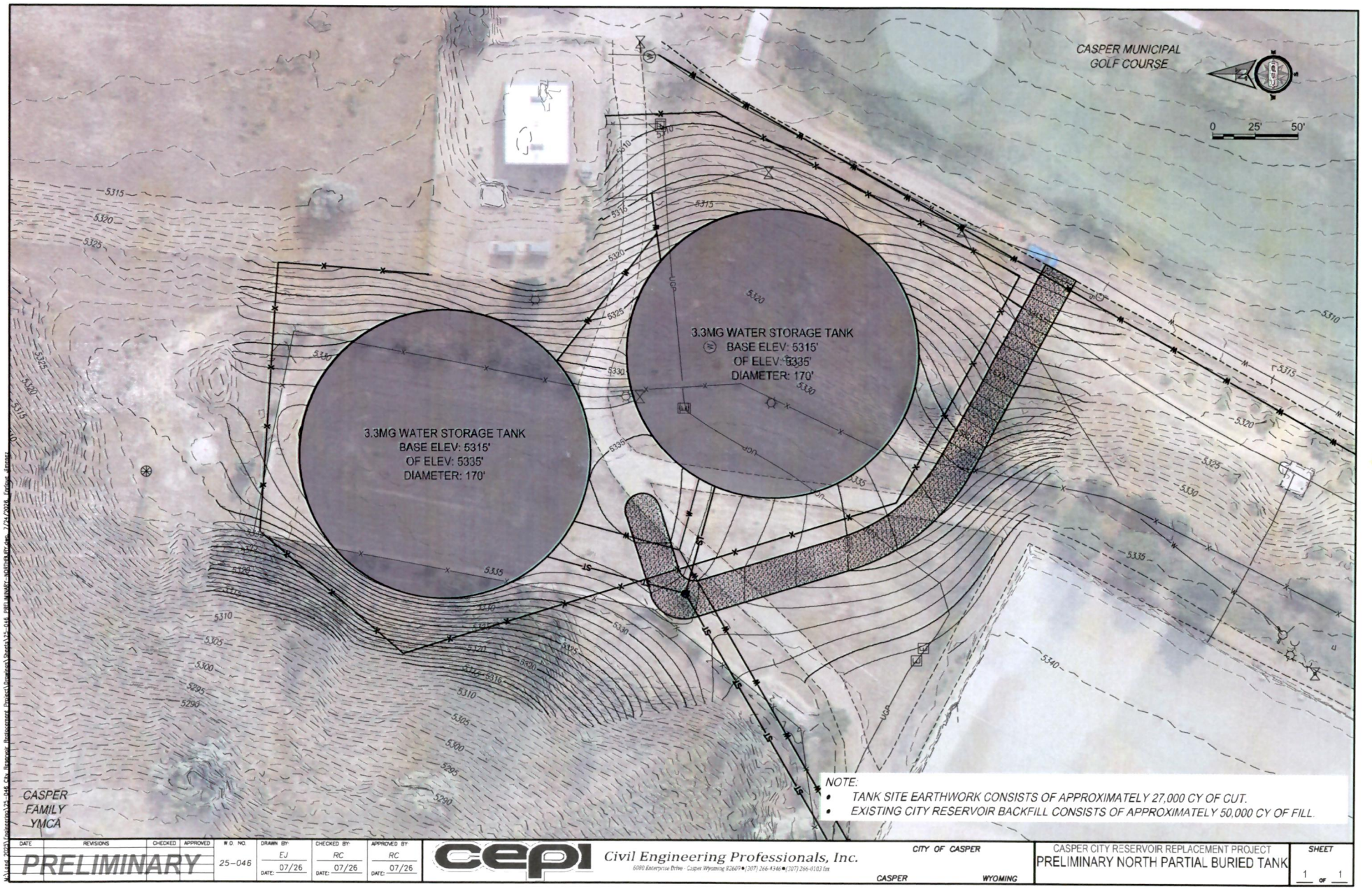
CITY OF CASPER
CASPER WYOMING

CASPER CITY RESERVOIR REPLACEMENT PROJECT
PRELIMINARY NORTH ABOVE GROUND TANK

SHEET 1 OF 1



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W.O. NO.	DRAWN BY:	CHECKED BY:	APPROVED BY:
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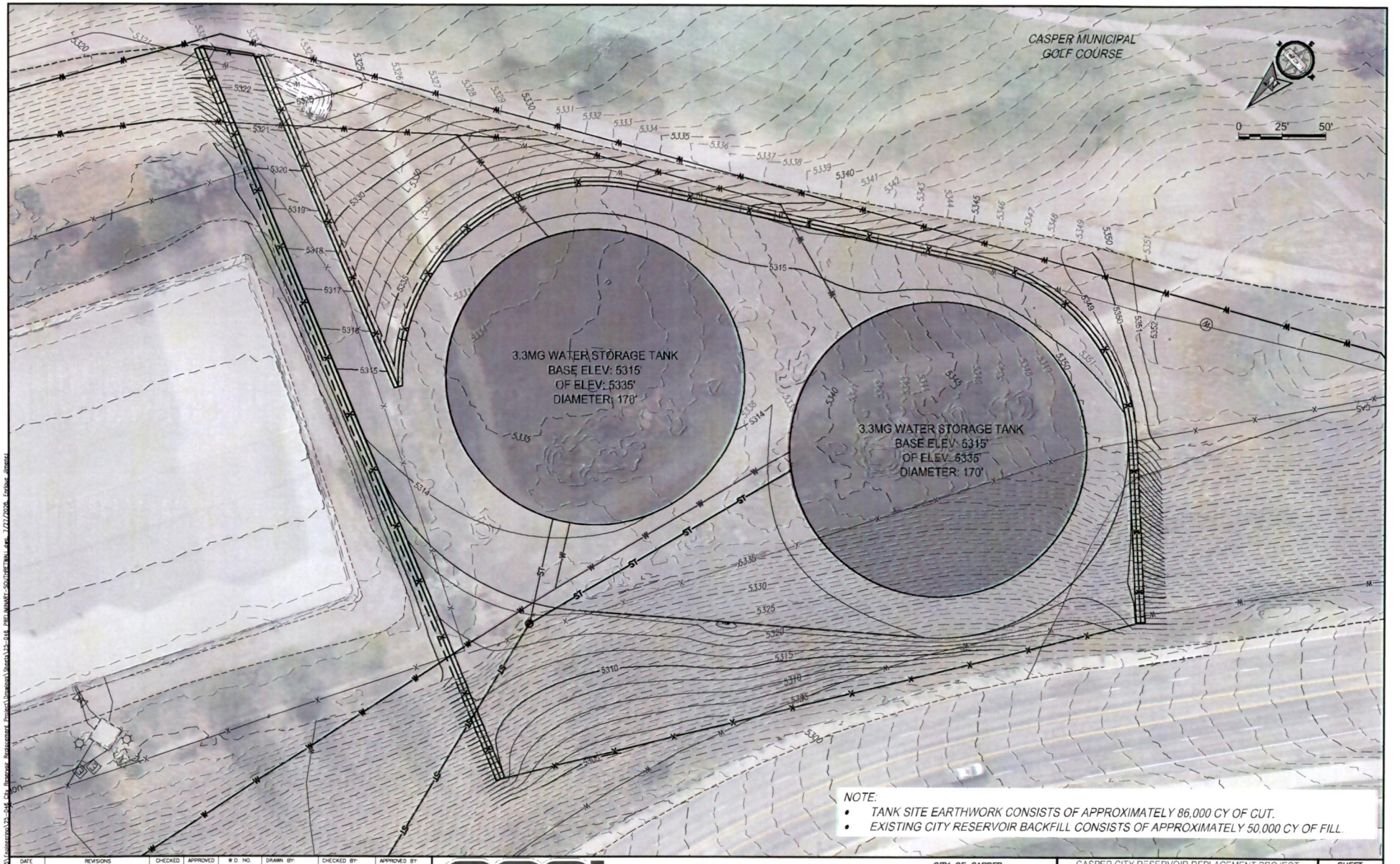
CITY OF CASPER
CASPER WYOMING

CASPER CITY RESERVOIR REPLACEMENT PROJECT
PRELIMINARY NORTH PARTIAL BURIED TANK

SHEET 1 OF 1



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CITY OF CASPER
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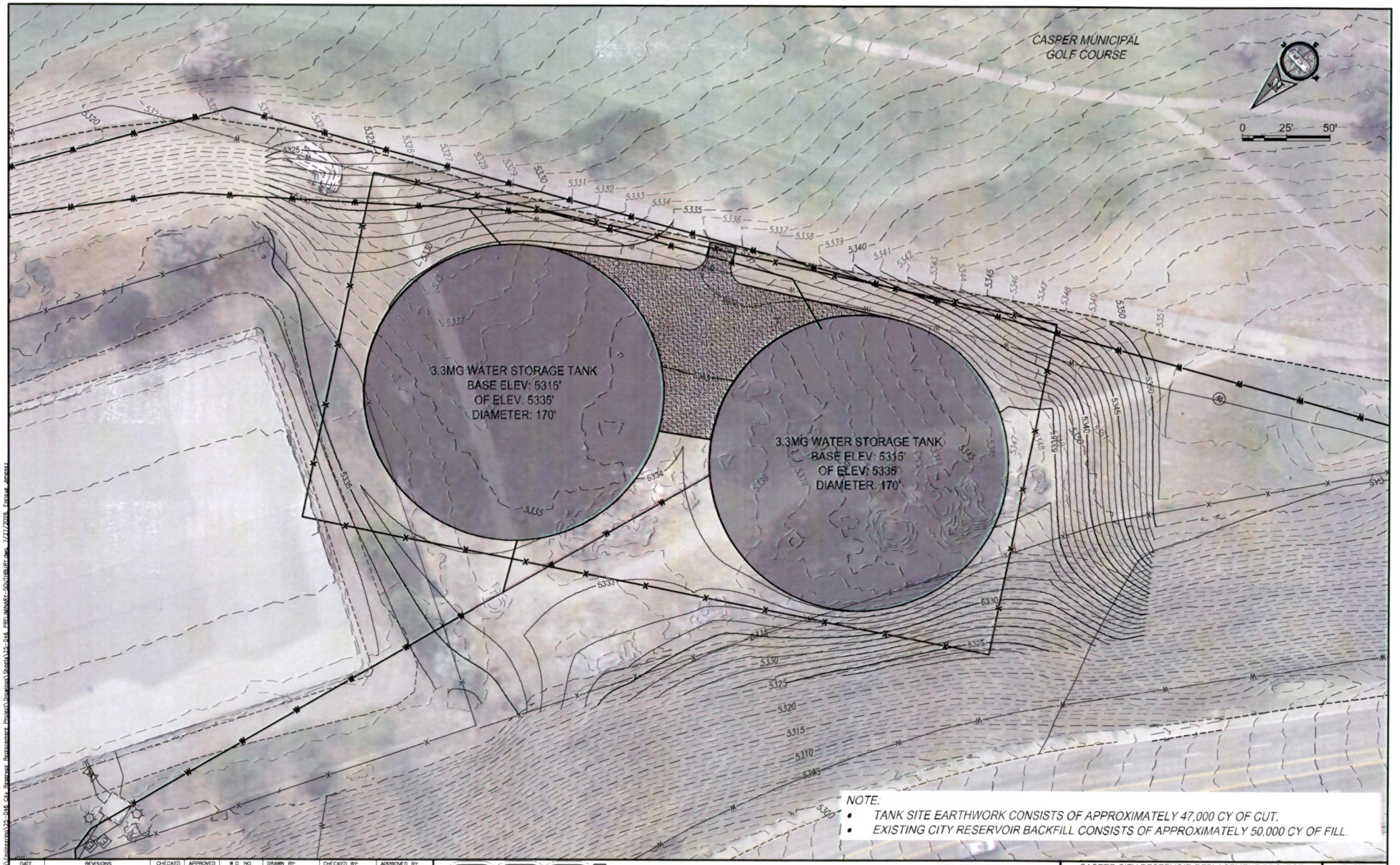
CASPER CITY RESERVOIR REPLACEMENT PROJECT
PRELIMINARY SOUTH ABOVE GROUND TANK

SHEET 1 OF 1



DATE	REVISIONS	CHECKED	APPROVED
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W.O. NO.	DRAWN BY:	CHECKED BY:	APPROVED BY:
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CITY OF CASPER
CASPER WYOMING

CASPER CITY RESERVOIR REPLACEMENT PROJECT
PRELIMINARY SOUTH FULLY BURIED TANK

SHEET 1 OF 1

Technical Memorandum TM-3

Casper City Reservoir Replacement

Date:	July 29th, 2026
To:	Alex Sveda, PE – City of Casper
From:	Ray Catellier, PE – CEPI
	Enrique Jimenez, EIT – CEPI
WO #:	City 25-012
	CEPI 25-046
Subject:	City of Casper Reservoir Replacement Construction Delivery Method Alternatives

Purpose

This Technical Memorandum (TM) evaluates construction delivery method alternatives for the City of Casper Reservoir Replacement Project:

- Traditional Design-Bid-Build (DBB)
- Construction Manager at Risk (CMAR)

TM-2 identified a handful of site-specific unknowns still unresolved at this stage of design, including candidate tank site selection, earthwork and retaining wall differences between locations, tank type restrictions tied to burial, and the open question of whether building on the existing reservoir footprint is feasible. This memo evaluates which delivery method best positions the City to resolve those unknowns while managing cost, schedule, and construction risk.

Background

TM-1 established a tank sizing analysis recommending replacement of the City's existing 10 MG below-grade reservoir with two new 3.3 MG tanks. TM-2 evaluated tank type alternatives and recommended a buried Post-Tensioned Concrete (AWWA D115) configuration as the primary alternative, with Pre-Tensioned Concrete (AWWA D110) as a secondary alternative. Welded Carbon Steel (AWWA D100) was evaluated in TM-2 but was not carried forward as a bid alternative, because it cannot be constructed partially or fully below grade, making it incompatible with the buried configuration for this site. TM-2 also evaluated four preliminary site configurations and

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recommended a North, partially buried site as the preferred location. Because a welded steel tank cannot be buried, the recommended partially buried configuration at that site limits the tank type to either D110 or D115. The South site requires significantly more earthwork and retaining walls, and building on the existing reservoir footprint remains an open question pending on the City's ability to remove the existing reservoir from service for an extended period of time.

TM-2 introduced the idea of a CMAR delivery method as a way to bring contractor constructability input into these decisions before they are finalized, drawing on a discussion with the Fort Collins-Loveland Water District (FCLWD), which uses this approach on its own capital tank projects. This TM develops that comparison fully.

Design-Bid-Build

Design-Bid-Build is the most common public works delivery method in which the engineer completes design to 100 percent before the project is advertised for competitive bid. The City awards a construction contract to the lowest responsive, responsible bidder, and the contractor builds the project according to the completed plans and specifications. Design and construction responsibilities are held by separate parties under separate contracts, with the engineer serving as the City's representative during construction administration. Under Wyoming law, DBB is the default method for public improvement contracts unless the City elects to pursue an alternate delivery method such as CMAR.

DBB offers the broadest contractor competition on price, since any qualified contractor may submit a bid without a pre-qualification step, and it is the most familiar and well-established procurement process for both the City and the construction industry. It's worth being clear that DBB does not restrict where or how the new tanks are designed. CEPI can complete full design for whichever site and tank type is ultimately determined most appropriate, regardless of which delivery method is chosen. The tradeoff is that this design work happens without contractor input. If a contractor determines during bidding that the completed design is difficult or unusual to build at the selected site, whether due to site access, staging space, phasing around the existing reservoir, keeping water service in operation, or the tank type and burial configuration chosen, that risk gets priced into the bid. This can drive the winning bid price higher than it would have been if the same constructability concerns had been identified and addressed collaboratively during design.

This risk isn't limited to what a contractor prices into the bid up front. Once construction is underway, if unforeseen site conditions, design conflicts, or other issues arise, resolving them may require a change order: a formal modification to the construction contract negotiated with the contractor already on site. Because that contractor is no longer competing against other bidders at that point, change order pricing is generally less favorable to the City than competitive bid pricing would have been. Change orders also tend to extend the project schedule, since work on the affected portion of the project often can't proceed until the change is negotiated, priced, and formally approved. This is a separate risk from the bid-pricing issue above: even a design that looks

straightforward enough to bid competitively can still generate costly change orders once actual field conditions are fully exposed during construction.

Construction Manager at Risk

Under CMAR, the City selects a contractor early in the project. The selection is typically through a qualifications-based process rather than solely on responsive low-bid price competition, and that contractor (the CM) joins the design team during the preconstruction phase. The CM provides constructability review, scheduling input, and progressive cost estimating as design develops, and ultimately commits to a Guaranteed Maximum Price (GMP) before construction begins. For this project, the CM would also be contracted to analyze both the post-tensioned (D115) and the wire-wound (D110) tank alternatives, compare them against the site constraints specific to each candidate location, develop construction sequencing and schedules for each alternative, and solicit competitive pricing for the tank construction package under each alternative. The evaluation would specifically consider required staging and perimeter access, winter construction requirements, long-lead procurement, the ability to maintain the existing reservoir in service during construction, and the feasibility of completing critical work within the City's low-demand operating window. That gives the City competitive market pricing from qualified tank contractors, rather than relying solely on engineer-prepared estimates, as the basis for determining which tank type and which site are in its best interest. During construction, the CM holds the subcontracts, is responsible for delivering the work within the GMP, and bears the risk of cost overruns beyond that price, which is the basis for the "at risk" designation. Even under CMAR, subcontractor work is still required to go through a competitively bid process, so CMAR does not eliminate competitive bidding altogether, it shifts where that competition happens, from the general contractor selection to the subcontractor level.

CMAR is a recognized alternate delivery method under Wyoming law. The Wyoming Water Development Program's Operating Criteria points in this direction: it lists design-bid-build, design-build, and construction manager at risk as delivery method options available to a project sponsor once a project reaches Level III construction status, such as this project. That is general program-level language rather than a determination specific to this project, so how it applies to this project is something worth confirming with the WWDO.

FCLWD used a CMAR approach to build their new 6 MG D115 tank, though it should be noted that FCLWD's own process reflects Colorado practice rather than Wyoming statute directly. FCLWD selects its contractor through a qualifications-based RFP at preliminary design, with overhead and profit markup established upon selection. From that point, owner, engineer, and contractor work through design together, with budget checkpoints at 30, 60, and 90 percent design. An independent cost estimate runs in parallel near the end of design to validate pricing. Payment is typically the cost of materials and labor, plus the agreed markup, so schedule savings benefit the owner. FCLWD staff described a concrete example of the value of this approach: when a specified pipe penetration sleeve product was discontinued during late design on their current 6 MG tank, having the contractor

already engaged allowed the issue to be resolved immediately, with shop drawings for a substitution in hand before construction started, rather than surfacing later as a change order.

The CM would carry both tank alternatives through preconstruction, advancing the design of each far enough to be priced, soliciting competitive subcontractor bids on both, and presenting the results to the City alongside the site constraints that accompany each. The City would then determine tank type and site, with the Guaranteed Maximum Price established around the alternative selected. CEPI recommends that the request for qualifications ask prospective firms to demonstrate their approach and ability to solicit qualified D110 and D115 tank contractors competitively, so that the City receives a comparable price on each alternative.

Examples of CMAR Delivery

Beyond FCLWD's own experience, CMAR delivery has been used specifically for D115 tank construction on other public water infrastructure projects. Denver Water's Ashland Storage Basin Replacement project in Wheat Ridge, Colorado is a direct example. Denver Water used CMAR to replace two aging concrete storage basins with two new buried D115 tanks, selecting its CMAR contractor through a two-step, qualifications-based process specifically because CMAR offered greater budget and schedule certainty. The CMAR's preconstruction evaluation identified that site congestion and the need to maintain storage capacity throughout construction because the site sits in a residential area, would extend the anticipated construction schedule. Catching that during design, rather than after construction had already started, allowed the design and phasing plan to be adjusted before subcontractor work was bid out, saving several million dollars on the project. That outcome mirrors exactly the kind of phasing and sequencing risk identified for this project.

This pairing of CMAR delivery with post-tensioned concrete tank construction is common enough in the water industry that it isn't a one-off. The specialty contractor that performed the tank construction as a subcontractor on the Denver Water project, lists CMAR delivery of post-tensioned and prestressed concrete tank construction to AWWA standards as a standard, recurring part of its national water infrastructure practice, not an unusual pairing.

Funding Source Compatibility

The project's state funding source requires a minimum of two bid alternatives. D110 and D115 were carried forward in TM-2 as the two tank types compatible with the recommended buried configuration, which satisfies that requirement. This section separates what's already confirmed from what still needs WWDO's input.

What the Operating Criteria Confirms

The Wyoming Water Development Program's Operating Criteria does list CMAR, alongside design-bid-build and design-build, among the delivery methods available to project sponsors once a project reaches Level III construction status, which this project has. That's a useful and encouraging data

point, but it's a general program policy rather than a ruling on this specific project, and it doesn't override whatever terms are specific to this project's own Grant Agreement.

What Still Needs to Be Confirmed with WWDO

This project was originally developed around a Design-Bid-Build approach, rather than a CMAR selection. Switching delivery methods on a project that has already been scoped and funded on that basis is a significant change from what WWDO evaluated when it approved the project. There is precedent for this kind of change: WWDC staff have presented CMAR as an alternate procurement method to the Legislature's Select Water Committee, and a proposal to convert the Goshen Irrigation District Tunnel Rehabilitation project from Design-Bid-Build to CMAR delivery was brought before that Committee. This suggests WWDO may be receptive to this kind of switch, but it should still be confirmed directly for this project.

Project-Specific Considerations

The site and tank type unknowns identified in TM-2 are the clearest illustration of where delivery method choice matters for this project. Multiple candidate site locations remain under consideration, the earthwork and retaining wall requirements differ substantially between the North and South sites, tank type is restricted at both buried site configurations, and whether the existing reservoir footprint is buildable at all remains an open question. Under DBB, all of these questions would need to be fully resolved by the design team before the project is advertised, since the winning contractor has no opportunity to weigh in beforehand. Under CMAR, the CM can work through these same questions alongside the design team, informed by real construction experience and current cost data, in the same way FCLWD's contractor resolved issues during design, and in the same way the CMAR on Denver Water's Ashland project caught a phasing problem before it became a costly field issue.

TM-2 recommended taking the existing reservoir offline for a trial period to evaluate system performance and to help determine whether it should be decommissioned before, during, or after construction of the new tanks. The CMAR would also develop comparative construction schedules for the tank and site alternatives, including whether critical work associated with demolition and replacement on the existing reservoir footprint could realistically be completed within the City's low demand operating window. Involving that contractor in the sequencing decision before it is finalized, rather than handing a completed sequencing plan to a contractor selected afterward on price alone, reduces the risk that the plan proves impractical once construction begins, as the Denver Water example above illustrates directly.

Recommendations

A discussion concerning CMAR delivery directly with WWDO before finalizing a delivery method for this project is recommended. CMAR is a well-established approach for exactly this type of work, including concrete tank construction specifically, and it directly addresses the site, sequencing, and constructability unknowns identified in TM-2. The Wyoming Water Development Program's Operating Criteria lists CMAR among the delivery methods available to Level III projects like this one, which is a favorable sign, but it's a general program policy rather than a determination specific to this project's own funding terms. Under this approach, the CM would be contracted to advance both the D115 and the D110 alternatives, solicit competitive pricing on each, and present that pricing alongside the site constraints at each candidate location, leaving the tank type and site determination with the City. What remains unconfirmed is whether WWDO will approve switching this project from the Design-Bid-Build approach it was scoped and funded under. If CMAR is not available or not preferred, CEPI can proceed with Design-Bid-Build design services for whichever site and tank type is chosen, with the tradeoff that constructability risk under DBB is priced into the contractor's bid rather than resolved collaboratively during design, which can drive construction costs higher if the completed design proves difficult to build. As a next step, it is recommended that the City and CEPI jointly contact WWDO before finalizing the delivery method decision.

PROJECT AGREEMENT
Casper Tank Replacement 2025
MSC No._____

1. **Parties.** The parties to this Agreement are the STATE OF WYOMING, acting by and through the WYOMING WATER DEVELOPMENT COMMISSION (COMMISSION), the agency authorized by law to enter into this Agreement, whose address is: 6920 Yellowtail Road, Cheyenne, WY 82002 and the CITY OF CASPER, NATRONA COUNTY, Wyoming, a duly organized municipality existing under the laws of that state (SPONSOR), whose address is: City of Casper 200 N. David Street, Casper, WY 82604.

2. **Purpose of Agreement.** The purpose of this Agreement is to authorize the design, construction, and operation of the Casper Tank Replacement 2025 (PROJECT); describe the PROJECT; specify terms for funding the PROJECT; and provide for financing through the COMMISSION from the Wyoming Water Development Account. The PROJECT consists of the following components:

   A. Design and construction of water transmission pipelines, tanks, structures; and

   B. Appurtenances necessary to make the PROJECT function in the manner intended.

   The final plans and specifications as prepared by a registered professional engineer selected by the SPONSOR (SPONSOR'S ENGINEER) will further define the PROJECT components.

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 until all provisions and conditions set forth herein have been fully satisfied.

4. **Special Provisions.**

   A. A sum not to exceed FIVE MILLION SIX HUNDRED SEVENTY-TWO THOUSAND DOLLARS ($5,672,000.00) which will be a grant of not more than FIVE MILLION SIX HUNDRED SEVENTY-TWO THOUSAND DOLLARS ($5,672,000.00) or fifty percent (50%) of the actual development costs, whichever is less, shall be disbursed to the SPONSOR according to the terms of this Agreement. The SPONSOR is responsible for acquiring fifty percent (50%) of the PROJECT funds from other sources.

   B. Prior to the release of funds under this Agreement, the SPONSOR shall submit to the COMMISSION a copy of a resolution approved by the city or town council authorizing participation in this PROJECT and accepting the financing package.

C. Funds disbursed under the terms of this Agreement may only be used, upon approval by the COMMISSION in its sole and absolute discretion, to defray construction costs identified in the final plans and specifications or authorized by approved change orders; to pay for design and construction engineering services authorized by the approved contract between the SPONSOR and the SPONSOR'S ENGINEER; to pay for consultants, permits, easements, or land essential to construction of the PROJECT; and to meet necessary and reasonable PROJECT expenses or costs not directly identified above which have been granted prior written approval by the COMMISSION. Requests for prior approval of necessary and reasonable PROJECT expenses must be accompanied by proposals describing the work, acquisition, or other expense, and detailed estimates of the cost.

D. As conditions for disbursing funds to the SPONSOR, the SPONSOR shall, in addition to any conditions identified above:

1. Provide to the COMMISSION for prior examination of, and concurrence with, all contracts to be executed by the SPONSOR for all work contemplated by this Agreement and any changes or work orders for items not covered in the construction contract documents. The SPONSOR shall not execute any agreements or incur any PROJECT costs until this Agreement is fully executed and returned to the COMMISSION.

2. Provide to the COMMISSION for examination and concurrence with all plans and specifications prepared and any bids received prior to bidding and PROJECT award.

3. Cause the SPONSOR'S ENGINEER to hold progress review meetings at the ten percent (10%), fifty percent (50%), and ninety percent (90%) levels of completion of the PROJECT plans.

4. Comply with all applicable State statutes regarding contractor retainage accounts.

5. Provide to the COMMISSION a summary of bids received by the SPONSOR'S ENGINEER.

6. Communicate to the COMMISSION all information on all aspects of the PROJECT and cause the SPONSOR'S ENGINEER to submit or make available for inspection, such reports on the progress of the work and on the results of tests of materials and workmanship requested by the COMMISSION.

7. Provide to the COMMISSION for prior review the qualifications of the engineering or consulting firm proposed by the SPONSOR to design, inspect and monitor construction of the PROJECT. Said review shall

include, but not be limited to, supervisory position assignments. The COMMISSION may review any changes to engineering or consulting firm personnel assigned to the PROJECT.

8. Prior to incurring any cost increases to the PROJECT, submit all proposed cost increases to the COMMISSION for review and written concurrence. The SPONSOR shall execute an amendment or change order for all changes to the engineer or contractor's contracts.

9. Do not proceed from the fifty percent (50%) design to the ninety percent (90%) design until all easements are executed unless written approval is provided by the COMMISSION. If the SPONSOR moves past the fifty percent (50%) design without COMMISSION concurrence, and design changes are required, the SPONSOR shall be responsible for all costs associated with the re-design efforts. Provide copies of all executed easement agreements to the COMMISSION.

E. The SPONSOR shall submit to the COMMISSION all plans, specifications, and construction budgets. The COMMISSION shall have a reasonable time from the date of receipt of said plans, specifications, and budgets to examine them and submit comments. If the COMMISSION determines that it is reasonable to expect that the proposed PROJECT cannot be constructed with the funds available, the COMMISSION shall inform the SPONSOR in writing and the SPONSOR shall have a reasonable time within which to: 1) provide such information as may be required by the COMMISSION, or to make such authorized alterations to the proposed PROJECT as are agreed upon by the parties and as are necessary to provide the COMMISSION with a reasonable expectation that the PROJECT may be constructed with the funds available, or 2) terminate the PROJECT.

F. Once the plans and specifications are in acceptable form and the COMMISSION determines it is reasonable to expect that the PROJECT as proposed may be constructed with the funds available, the COMMISSION shall inform the SPONSOR in writing, and the SPONSOR may initiate the bidding process. If the SPONSOR initiates the bidding process without prior written notification by the COMMISSION, the SPONSOR shall bear all costs resulting from said action.

G. Prior to advertising the PROJECT for bids, the SPONSOR shall acquire or otherwise meet a series of prerequisites. The SPONSOR shall not issue its advertisement for bids unless the COMMISSION has received the submissions required under this section, which may include but not necessarily be limited to:

1. Right-of-way and option agreements;

2. Easements on public lands, if required;

3. Environmental assessments;

4. Section 401, Clean Water Act, Certification;

5. Section 404, Clean Water Act, Permit;

6. DEQ Permit to Construct;

7. Compliance with Governor's Executive Order 2019-3 Greater Sage Grouse Core Area Protection Strategy;

8. Final Plans and Specifications approval by State Engineer;

9. Incidental work required to prepare the PROJECT for construction; and

10. Approval by the COMMISSION of final plans, specifications, and construction budgets, which shall include revisions, deletions, or mitigation resulting from meeting items (1) through (9) above.

H. The SPONSOR shall not issue its advertisement for bids unless the COMMISSION has received the following:

1. An attorney's title opinion, a letter and documents from a title company or abstractor, or other proof and certification acceptable to the COMMISSION that all access, easements, and rights-of-way for the construction and long term operation and maintenance of the PROJECT have been secured and recorded; and

2. The SPONSOR's proposed advertisement for bids from SPONSOR'S ENGINEER, including the rules and standards to be used to establish the qualification of bidders, to determine whether submitted bids are responsive to the advertisement for bids, to determine whether bidders are qualified for the preference under Wyo. Stat. § 16-6-101, *et seq.*, and to determine the lowest responsible bid.

I. The SPONSOR shall not issue an award of the bid or any conditional award of the bid without the review and written concurrence of the COMMISSION.

J. The COMMISSION shall disburse funds on the basis of requests from the SPONSOR. The SPONSOR or its designated representative shall certify all requests for the disbursement of funds and provide material invoices or other acceptable evidence of mature obligations, which may include periodic construction pay estimates approved by the SPONSOR'S ENGINEER. Upon review and approval by the COMMISSION, requests will be processed and disbursements will be electronically transferred to the SPONSOR or delivered to

the representative of the SPONSOR designated as being responsible for receiving disbursements from the COMMISSION. Funds released to the SPONSOR shall be received and accounted for separately from all other funds of the SPONSOR.

K. Fifty percent (50%) of each eligible billing request received by the COMMISSION authorized under the terms of this Agreement must be paid from grant funds. Payments made by the COMMISSION shall be coordinated with the SPONSOR and other funding sources so that the final grant amount provided by the COMMISSION shall not exceed fifty percent (50%) of total eligible PROJECT costs. The SPONSOR is responsible for completing the PROJECT and providing any funding in excess of that available from the COMMISSION.

L. The SPONSOR shall use funds disbursed by the COMMISSION immediately upon receipt strictly in accordance with the requests for payment submitted by the SPONSOR and approved by the COMMISSION. If at any time after execution of this Agreement and before five (5) years after the date of final payment to the SPONSOR, the COMMISSION requests an audit of funds disbursed, the SPONSOR shall submit to and cooperate with the audit conducted by duly authorized representatives of the COMMISSION.

M. Disbursement of funds for final payment to a contractor will be made following an inspection of the completed PROJECT by the COMMISSION and upon inspection and certification of completion by the SPONSOR'S ENGINEER. Prior to final disbursement of funds, the SPONSOR shall furnish the COMMISSION proof in affidavit form that all claims, liens, or other obligations for the PROJECT have been properly paid and settled or will be paid and settled from the final disbursement. Further, the SPONSOR shall have published notice of completion and final settlement in a newspaper allowing forty (40) days for parties to present claims for payment due prior to the date of final payment, according to law.

N. The SPONSOR shall provide the COMMISSION with a certified copy of the as-constructed PROJECT plans and a copy of the operation and maintenance manual.

O. Representatives of the COMMISSION shall have the right of ingress and egress to enter upon the premises at any time, along established easements, for the purpose of inspection during construction of the PROJECT described in this Agreement, and during the term of the economic life of the PROJECT. The SPONSOR will not be responsible for the safety of such representatives of the COMMISSION while they are on or about the premises.

P. The SPONSOR shall complete the PROJECT and shall be responsible for operation and maintenance of the PROJECT in accordance with accepted engineering practices. The SPONSOR shall be responsible for all costs, including labor, for all operation, maintenance and repairs. In addition, the SPONSOR shall complete the PROJECT no later than the reversion date of July 1, 2030, and shall have settled all

claims and paid all PROJECT expenses by that date. The COMMISSION shall not pay any funds to the SPONSOR after the reversion date specified, and the SPONSOR shall be solely responsible for payment of any expenses incurred or claims received after said date.

Q. The grant is subject to the following conditions regarding management of the completed PROJECT, restrictions on the sale of water, and restrictions on the sale of the PROJECT:

1. Without prior written approval of the COMMISSION and either the State Engineer or Board of Control, there shall be no lease, sale, assignment or transfer of ownership of water from the PROJECT for purposes other than the SPONSOR's purpose defined in the authorizing legislation use as determined by the COMMISSION in its sole and absolute discretion. If such a transaction is approved, the SPONSOR shall receive fifty percent (50%) of the revenues generated by the lease, sale, assignment, or transfer of ownership of water from the PROJECT for purposes other than the purpose defined in authorizing legislation use and the State of Wyoming shall receive fifty percent (50%) of the revenues generated by the lease, sale, assignment or transfer of ownership of water from the PROJECT. If the SPONSOR has any pre-existing contracts or commitments for the sale of water which might apply to these conditions, the SPONSOR shall submit evidence of such commitments to the COMMISSION within ten (10) days of the execution of this Agreement for review and declaration of exemption.

2. There shall be no lease, sale, assignment or transfer of ownership of the PROJECT without prior written approval of the COMMISSION. If this condition is met, the SPONSOR shall receive fifty percent (50%) and the State of Wyoming shall receive fifty percent (50%) of the revenues generated by the lease, sale, assignment or transfer of ownership of the PROJECT. Before the SPONSOR may lease, sell, assign or transfer ownership of the PROJECT, the State of Wyoming shall be given a one (1) year first right of refusal option to purchase the SPONSOR's interest in the PROJECT for an amount equal to the principal, interest, maintenance and replacement costs incurred by the SPONSOR at the date the option is exercised.

3. The SPONSOR may purchase the position of the State of Wyoming, as described in subsections (1) and (2) of this Section, for the amount of the grant described in Section 4.A. of this Agreement plus the interest that would have accrued on the grant amount in the Water Development Account from the date the PROJECT was substantially completed as defined by the COMMISSION. The State Auditor shall determine the interest that would have accrued on the grant amount.

R. If through any cause, either party fails to fulfill in a timely and proper manner its obligations under this Agreement, or if either party breaches any of the covenants, agreements, or stipulations of this document, the other party shall thereupon have the right to terminate this Agreement if such default or violation is not corrected within thirty (30) days after submitting written notice to the defaulting party. If the COMMISSION determines that the SPONSOR has, without good cause, abandoned completion of the PROJECT, the SPONSOR shall immediately repay the full amount of all grant funds actually expended plus interest as established by the State Auditor in an amount equal to the interest that would have accrued on the expended grant funds in the Water Development Account from the date of expenditure.

S. Notwithstanding the above, the SPONSOR shall not be relieved of liability to the COMMISSION for damages sustained by the COMMISSION by virtue of any breach of this Agreement by the SPONSOR, and the COMMISSION may withhold any payments to the SPONSOR for the purposes of set off until such time as the exact amount of damages due the COMMISSION from the SPONSOR is determined. In the event of default or the SPONSOR's negligent or intentional failure to complete the PROJECT, the COMMISSION shall have the right of set off against any State of Wyoming accounts or sources of funding designated for use by, or on behalf of the SPONSOR for the full amount owed to the COMMISSION pursuant to this Agreement.

5. 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 SPONSOR shall not use this Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of the COMMISSION.

D. **Audit and Access to Records.** The COMMISSION and its representatives shall have access to any books, documents, papers, electronic data, and records of the SPONSOR which are pertinent to this Agreement.

E. **Availability of Funds.** Each payment obligation of the COMMISSION is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason, including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Agreement, the Agreement may be terminated by the COMMISSION at the end of the period for which the funds are available. The COMMISSION shall notify the SPONSOR at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the COMMISSION in the event this provision is exercised, and the COMMISSION shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.

F. **Compliance with Laws.** The SPONSOR shall keep informed of and comply with all applicable federal, state and local laws and regulations in the performance of this Agreement, including but not limited to laws and regulations governing assessment processes, public bidding, public works and contractor retainage. The SPONSOR shall comply with all resident and other preference requirements, including but not limited to those applicable to labor, materials and subcontractors.

G. **Entirety of Agreement.** This Agreement, consisting of eleven (11) pages, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.

H. **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.

I. **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.

J. **Independent Contractor.** The SPONSOR 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 SPONSOR shall be free from control or direction over the details of the performance of services under this Agreement. The SPONSOR shall assume sole responsibility for any debts or liabilities that may be incurred by the SPONSOR 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 SPONSOR or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the COMMISSION or to incur any obligation of any kind on behalf of the State of Wyoming or the COMMISSION. The SPONSOR 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 SPONSOR or the SPONSOR's agents or employees as a result of this Agreement.

K. **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.

L. **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, and approved as to form by the Office of the Attorney General.

M. **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.

N. **Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and the COMMISSION expressly reserve sovereign immunity by entering into this Agreement and the SPONSOR expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns 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.

O. **Time is of the Essence.** Time is of the essence in all provisions of this Agreement.

P. **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.

Q. **Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.

R. **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.

S. **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.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK

6. **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.

WYOMING WATER DEVELOPMENT COMMISSION

Lee Craig — 3-19-25
Chairman — Date

Dennis Lee — 3-19-25
Secretary — Date

CITY OF CASPER

K. Pacheco — 5/6/25
Mayor — Date

Amanda Ainsworth — 5/6/25
~~Vice President of Council~~ City Clerk — Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

mp # 247010 — 3/6/25
Megan Pope, — Date
Senior Assistant Attorney General

APPROVAL AS TO FORM

I have reviewed the Project Agreement between the State of Wyoming, acting through the Wyoming Water Development Commission and the City of Casper, Wyoming, and approve it as to form on behalf of the City of Casper, Wyoming. (Casper Tank Replacement 2025 25-012)

Dated: 4/11/2025

Wallace Trembath, III
Deputy City Attorney

April 4, 2025

MEMO TO: J. Carter Napier, City Manager

FROM: Tom Brauer, Chief Operations Officer
Ethan Yonker, P.E., Water Operations Officer
Alex Sveda, P.E., City Engineer

SUBJECT: Accepting a Grant from the Wyoming Water Development Commission in the amount of $5,672,000 for the Casper Tank Replacement 2025, Project No. 25-012.

Meeting Type & Date:
Regular Council Meeting
May 6, 2025

Action Type:
Resolution

Recommendation:
That Council, by Resolution, accept a Grant from the Wyoming Water Development Commission (WWDC), in the amount of $5,672,000, for the Casper Tank Replacement 2025, Project No. 25-012.

Summary:
The City Reservoir (Reservoir) is located on the northwesterly corner of the City Golf Course just south of the YMCA. It was built in the mid-1950's and serves as a below ground, 10-million-gallon (MG) treated water storage facility for the City's water distribution system which provides a safeguard for fluctuating Water Treatment Plant demands while supplying water to the City's customers and other parts of the distribution system. The Reservoir also serves critical fire and emergency capacity water functions. In 2018, HDR Engineering completed an inspection and study on the Reservoir. The study concluded that the reservoir is nearing the end of its useful life and identified tank leaks and operational challenges with the Reservoir as a potential burden to meeting water quality standards.

In order to improve these issues, the 2020 Water System Master Plan recommended to take the Reservoir out of service and replace it with two (2) 3 MG above ground water storage tanks. The proposed above ground water storage tanks allow for better operational maintenance (cleaning, coating exercising valving, etc.) and functional flexibility (keeping one tank online while providing maintenance to an offline tank, etc.).

On August 20, 2024, Council approved the submission of a grant application to the WWDC requesting funding to support the Casper Tank Replacement 2025, Project No. 25-012. The grant application has been approved, and a grant agreement has been proposed by the WWDC to fund 50% or up to $5,672,000 of the eligible project costs with the remaining 50% paid by the City. The eligible project costs only include 3.3 million gallons of storage. The projected cost for this project is $16,817,000 for all design, engineering, construction, contingency, and inflation.

Financial Considerations:
The improvements will be funded through a 50% or $5,672,000 grant from the WWDC. The 50% local City match of $11,145,000 will be obtained from Water Fund Reserves and a state revolving loan fund low interest loan.

Oversight/Project Responsibility:
Alex Sveda, City Engineer

Attachments:
Resolution
Two Original Grant Agreements

RESOLUTION NO. 26-259

A RESOLUTION AUTHORIZING THE CONSTRUCTION MANAGER AT RISK FOR THE DELIVERY METHOD IN RELATION TO THE WYOMING WATER DEVELOPMENT COMMISSION GRANT AGREEMENT FOR THE CASPER TANK REPLACEMENT 2025, PROJECT NO 25-012.

WHEREAS, the City of Casper entered into a Grant Agreement with the Wyoming Water Development Commission (WWDC), in the amount of $5,672,000.00 and on May 6, 2025, to abandon the below-ground City Reservoir serving pressure zone 1 of the City's water system and replace with water storage tanks, designated as the Casper Tank Replacement 2025 Project; and,

WHEREAS, the City of Casper procured Civil Engineering Professionals, Inc. (CEPI), on October 7, 2025, for analysis, engineering, design, bidding, and construction administration; and,

WHEREAS, CEPI provided Technical Memorandum No. 1, evaluating and recommending replacement with a proposed two-tank design for adequate storage capacity, operational flexibility, and water quality management; and,

WHEREAS, CEPI provided Technical Memorandum No. 2, evaluating three (3) proposed tank alternative types: Post-Tensioned Concrete, Pre-Tensioned Concrete, and Welded Carbon Steel, and provided a comparison of each; and,

WHEREAS, CEPI provided Technical Memorandum No. 3, evaluating between Design-Bid-Build and Construction Manager at Risk (CMAR) construction delivery alternatives; and,.

WHEREAS, the City of Casper and CEPI have agreed to request from WWDC to utilize the CMAR delivery method for this 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 this Resolution authorizing the City's request, to utilize and request the CMAR delivery method from WWDC for the Casper Tank Replacement 2025 Project.

PASSED APPROVED, AND ADOPTED this _____ day of_____, 2026.

APPROVED AS TO FORM:

ATTEST:

Amanda Ainsworth
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

CO1 - Falcon
Downtown Alley Paving
Project No. 24-079

October 1, 2026

MEMO TO: Janine Jordan, City Manager JJ for JJ

FROM: Krista Johnston, P.E., Public Services Director KJ
Casey Lynch, Streets Manager
Alex Sveda, P.E., City Engineer AS

SUBJECT: Authorizing Amendment No. 1 with Morrison-Maierle, Inc., in the Amount of $8,500, for the Downtown Alley Paving, Project No. 24-079.

Meeting Type & Date
October 20, 2026 Regular Council Meeting

Action Type
Resolution

Recommendation
That Council, by resolution, authorize Amendment No. 1 with Morrison-Maierle, Inc., in the amount of $8,500, for the Downtown Alley Paving, Project No. 24-079.

Summary
The project includes the removal and replacement of the existing alley surfacing located from Center Street to Wolcott Street and Wolcott Street to Durbin Street between 1st Street and 2nd Street to improve surface condition and drainage. The project also includes solar wall pack lighting as an enhancement to the alley.

The City contracted Morrison-Maierle, Inc., in the amount of $29,700, to provide design, cost estimates for construction, bidding, and construction administration services for the project. Amendment No. 1 includes additional services for design and construction administration for structural design to install protective measures to address window wells/coal chutes and basement spaces encroaching the alley right-of-way. Additionally, construction administration and coordination for the wall-mounted solar alley lighting is included in Amendment No. 1.

City Staff have reviewed Amendment No. 1 from Morrison-Maierle, Inc., in the amount of $8,500, and recommend approval. With Amendment No. 1, the total contract amount with Morrison-Maierle, Inc., will be $38,200.

Financial Considerations
Funding for this project is be from One Cent #17 funds allocated to Streets through a budget transfer utilizing excess funds from the Poplar Street – CY to Collins Enhancement project.

Council Adopted Goals

☒ Infrastructure
☒ Fiscal Stability
☒ Communication & Public Education

Oversight/Project Responsibility

Alex Sveda, City Engineer

Attachments

Resolution
Amendment No. 1 from Morrison-Maierle, Inc. dated September 29, 2026

Docusign Envelope ID: 6DB2D0AE-D9BB-888F-8362-870C265ECD9C

AMENDMENT NO. 1 TO THE CONTRACT FOR PROFESSIONAL SERVICES ("AMENDMENT")

This Amendment to the Contract for Professional Services ("Amendment") is entered into on this _____ day of _____, 2026, by and between the following parties:

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

2. Morrison-Maierle, Inc., PO Box 6147 Helena, Montana, 59604 ("Consultant").

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

RECITALS

A. On October 6, 2025, the City and Consultant entered into a *Contract for Professional Services* ("Contract") for design, bidding, and construction administration for the Downtown Alley Paving, Project No. 24-079.

B. Additional services for structural design and construction administration is required for the work.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto agree by and between them to amend the Contract as follows:

1. INCORPORATION OF RECITALS

The recitals set forth above are hereby incorporated herein at this point as if fully set forth as part of this Amendment.

2. AMENDMENT TO PART I, SECTION 1. SCOPE.OF SERVICES.

The Section, which begins with "The Consultant shall perform the following services in connection with and respecting the project described in Exhibit A, attached and hereby made part of this Contract. Within Exhibit A, construction materials testing has been removed marked off in red, and shall be excluded from this Contract," is deleted in its entirety and replaced with the following:

The Consultant shall perform the following services in connection with and respecting the project described in Exhibit A, attached and hereby made part of this Contract. Within

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Exhibit A, construction materials testing has been removed marked off in red, and shall be excluded from this Contract. Additionally, the Consultant shall perform work as described in Exhibit B, dated September 29, 2026, Page 1 of 3 through Page 3 of 3.

AMENDMENT TO PART I, SECTION 3. COMPENSATION.

The Section, which begins with "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 Twenty-Nine Thousand Seven Hundred and 00/100 Dollars ($29,700.00).," is deleted in its entirety and replaced with the following:

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 Thirty-Eight Thousand Two Hundred and 00/100 Dollars ($38,200.00).

3. RATIFICATION

The terms and conditions of the Contract, as modified herein, are hereby ratified by the parties and shall remain in full force and effect.

4. ELECTRONIC SIGNATURES

The parties understand and agree that they have the right to execute this Amendment 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 Amendment 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 Amendment, they may request a copy from the other party, and the other party shall provide it.

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IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Parties have executed this Amendment as of the day and year above.

APPROVED AS TO FORM

ATTEST

Amanda Ainsworth
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Ray Pacheco
Mayor

WITNESS

By: _____

Printed Name: _____

Title: _____

CONSULTANT
Morrison-Maierle, Inc.

By: Signed by: Jeff Feck BA5B3C411726425...

Printed Name: Jeff Feck

Title: Vice President

Docusign Envelope ID: 6DB2D0AE-D9BB-888F-8362-870C265ECD9C

Morrison Maierle | engineers surveyors planners scientists

We create solutions that build better communities.

September 29, 2026

Alex Sveda, PE, LSI
City Engineer
City of Casper Engineering Department
200 North David Street
Casper, WY 82601

RE: City of Casper 24-079 Downtown Alley Paving – 147 S. Center Street Basement Conflict, Exposed Windows

Dear Alex,

This letter outlines the proposed scope of additional professional services and their associated fees associated with the City of Casper's Downtown Alley Paving project and unforeseen conflicts discovered during construction. During the project's construction, a 4' wide x 50' long basement along a building adjacent to the alley was uncovered, along with miscellaneous window wells and/or coal chutes that were previously paved over.

SCOPE OF SERVICES

The project's additional scope of professional services includes the following details and tasks:

Structural Design

1. A geotechnical report has not been obtained. Presumptive soil values will be used for allowable active and passive retaining wall pressures as per the International Building Code.
2. An engineer will perform a site visit to document existing conditions of steel window frames.
3. Original drawings for the existing building are not available. The existing foundation wall appears to be a 24" concrete wall. Window and door infill details will be produced and will likely include cast in place concrete doweled to the existing wall construction.
4. Design of retaining wall based on Contractor's proposed preferred method
    a. The Contractor has provided a preferred retaining wall layout, detailing and construction method. This will be reviewed and checked against design requirements.
5. Based on the retaining wall design, provide detailing comments and markups to the Contractor's provided plans and details; no demolition plan nor foundation plan will be provided.

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Morrison Maierle

6. Morrison-Maierle is not responsible for the waterproofing envelope design of the retaining wall as it abuts the existing structure. Additional detailing, from the building owner(s) or Contractor, should be vetted and utilized during construction of the retaining wall.

Construction Administration

1. Additional coordination than original contracted between the City of Casper, Contractor, and building owner(s) discussing the unforeseen void areas including window wells, coal chutes, basement areas, and wall-mounted lighting.
2. Perform additional construction observation during the following activities:
    a. Forming and construction of the proposed below-grade retaining wall.
    b. Backfilling of the infill area.
    c. Covering of coal chutes and window well areas that were previously exposed during demolition.

ASSUMPTIONS & EXCLUSIONS

1. A geotechnical investigation will not be provided. The presumptive soil values of the International Building Code will be used for retaining wall design.
2. A construction cost estimate will not be provided. It is assumed that structural wall detailing will be provided to the Contractor (Falcon Construction) for pricing of the additional work.
3. Demolition plans and foundation plans will not be provided. All detailing will be provided by the Contractor and reviewed. The engineer will provide detailed comments and mark ups as per the retaining wall design and analysis.
4. Morrison-Maierle is not responsible for the waterproofing envelope design (if necessary) of the retaining wall as it abuts the existing structure.
5. If demolition of the existing alley uncovers any additional areas of concern, additional structural design/fee may be required.

SCHEDULE

We anticipate starting design of the retaining wall immediately following execution of this proposed fee amendment.

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Morrison Maierle

City of Casper Downtown Alley Paving, Project 24-079

FEES

Our proposed compensation for the above-described scope of additional services is provided on an hourly, not to exceed basis in accordance with the following:

Structural Design	$ 4,000
Construction Administration	$ 4,500
Total	**$ 8,500**

Reimbursable expenses are estimated within the above fees and include expenses incurred in the interest of the project including travel/vehicle use and copying expenses.

Please let me know if you have any questions.

Sincerely,

Carter Britt, PE
Project Manager
cbritt@m-m.net
(307) 258-0873

RESOLUTION NO. 26-257

A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES CONTRACT WITH MORRISON-MAIERLE, INC., FOR THE DOWNTOWN ALLEY PAVING, PROJECT NO. 24-079.

WHEREAS, the City of Casper entered into a contract with Morrison-Maierle, Inc., for design, cost estimates for construction, bidding, and construction administration services in relation to the Downtown Alley Paving, Project No. 24-079; and,

WHEREAS, Amendment No. 1 is necessary for additional structural design and construction administration remedies to protect traffic and adjacent properties from sublevel window wells/coal shoots and basement spaces adjacent to the work in the alley; and,

WHEREAS, Morrison-Maierle, Inc., is able and willing to provide those services specified as Amendment No. 1 to the agreement for the Downtown Alley Paving, Project No. 24-079, and further described therein.

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, Amendment No. 1 to the contract with Morrison-Maierle, Inc., for a price increase of Eight Thousand Five Hundred and 00/100 Dollars ($8,500.00), for the Downtown Alley Paving, Project No. 24-079.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the contract, equal to a total Amendment No. 1, in the amount not to exceed Thousand Five Hundred and 00/100 Dollars ($8,500.00), for a total contract price not to exceed Thirty-Eight Thousand Two-Hundred and 00/100 Dollars ($38,200.00).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2026.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor

September 29, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Michael Szewczyk, Interim Support Services Director
Geri Fringer, Risk Management Support Technician

SUBJECT: Casper's Council of People with Disabilities New Member Appointment

Meeting Type & Date
Council Meeting
October 20, 2026

Action type
Minute Action

Recommendation
That Council, by Minute Action, appoint one (1) new member to Casper's Council of People with Disabilities for a term of three (3) years beginning October 28, 2026.

Summary
Casper's Council of People with Disabilities (CCPD) bylaws require that the City Council advisory group maintain between twelve and sixteen active members. Currently, the Council has 13 members, and the CCPD Chairperson recommends the appointment of the following individual by City Council. The recommended appointee is:

1. Sunshine King

Financial Considerations
None

Oversight/Project Responsibility
CCPD Chair and City of Casper CCPD Representative(s)

Attachments
CCPD Officer and Membership List
Sunshine King Membership Application

Sign-In Sheet

Voting Members:

	Name	Role	Committe	End of Term
1	Dawn Lacko	Chair	QOL, EVNT	11/1/2029
2	Ardell Breed	Vice Chair	QOL	4/24/2029
3	Austin Berlin	Member	QOL, PR	5/26/2028
4	Bonnie Wilson	Member	QOL, EVNT	5/26/2028
5	Charles Fritz	Member	QOL	12/20/2028
6	John Wall	Member	QOL, PR-Chair	5/26/2028
7	Linda Jones	Member	QOL	5/26/2028
8	Scotia Sutherland	Member	QOL-chair, EVNT	11/1/2028
9	Cathy Nyrkkanen	Member	QOL	12/31/2027
10	Chelsea Elertson	Member	QOL	9/29/2028
11	Cat Burns	Member	QOL	9/29/2028
12	Virginia Vogt	Secretary	QOL	10/27/2028
13	Kailyn Forsberg	Member	QOL	3/1/2029
14				

CCPD Liaison & Alternates

Pat Sweeney	Council Liaison
Vern Tystad	Council Liaison
Geri Daily	Council Liaison
Liz Becher	Council Liaison
Zulima Lopez	Council Liaison

CITY OF CASPER'S COUNCIL OF PEOPLE WITH DISABILITIES APPLICATION

NAME: Sunshine King PREFERRED NAME: Sunshine

MAILING ADDRESS: 2302 Blair Lane, Casper WY 82601

HOME ADDRESS: 2302 Blair Lane, Casper WY 82601 PHONE: 9704675044
(Not for public use)

YEARS OF CASPER RESIDENCY: 20+

E-MAIL: sunshine.king@live.com CELL PHONE: 9704675044
(Not for public use)

EDUCATION/DEGREES: GED

Please explain your interest in serving on this Council (new appointments only):
I work as the Medical Director for a company dedicated to adults on the DD waiver. I also live in a home caring for five adults on the waiver. In doing so, I have noted how the disabled community is underserved within the greater Casper community. I want to be a part of helping the community grow and be more universally welcomed.

Other City, Community, or other similar volunteer experience: I was a grassroots volunteer in the mid 90s and for 30+ years I have been volunteer interpreting Spanish/English in settings such as the DMV, hospitals, and Immigration.

Skills & experience: Multiple ties and connections throughout the medical community thanks to the work I do. Living with the clients as I do, I take them to many activities and public events and get involved in any way I can.

Do you identify with one of the groups listed below? Please select one of the following:
Member of the disability community ☐
Family member of an individual who is part of the disability community ☐
Employed by an agency serving this population ☐
Executive Director of an agency serving this population ☐

Signature: [signature] Date: 07/29/2026

========== **FOR OFFICE USE ONLY** ==========

New Appointment:_____ Or Reappointment:_____ Term Length:_____ Year(s)

Full Term:_____ Or Unexpired Term:_____ Exp. Date: _____

Comments: _____

Please return to:

Casper's Council of People with Disabilities
200 N. David Street
Casper, WY 82601
disabilitycouncil@casperwy.gov

Notice to Applicants: Application information is subject to the Wyoming Public Records Act and may be considered to be a public record.

September 23, 2026

MEMO TO: Janine Jordan, City Manager

FROM: Krista Johnston, P.E., Public Services Director
Dan Coryell, Fleet Manager

SUBJECT: Authorize the Purchase of One (1) New Loader Snowplow with Wings Attachment, in the Total Amount of $43,500.00, for Use by the Parks Division of the Parks, Recreation, and Public Facilities Department.

Meeting Type & Date
Regular Council Meeting
October 20, 2026

Action type
Minute Action

Recommendation
That Council, by minute action, authorize the purchase of one (1) new loader snowplow with wings attachment, from Kage Innovation, Osceola, Wisconsin, for use by the Parks Division of the Parks, Recreation, and Public Facilities Department, in the total amount of $43,500.00.

Summary
On September 17, 2026, bids were publicly opened for the purchase of one (1) new loader snowplow with wings attachment. Five (5) bids were received.

The new loader snowplow attachment will remain stationed at the Ford Wyoming Center and will be used to clear snow from the facility's parking lots prior to, and during, events. The size and operation of the new snowplow will significantly reduce the amount of equipment and staff time required to remove snow from the seven large parking areas at the Ford Wyoming Center.

Because the snowplow will be an addition to the City's existing fleet, its purchase was previously reviewed and approved by the department director and the City Manager during the FY27 capital budget preparation process and subsequently approved by City Council as part of the FY27 budget adoption. Currently, there is no dedicated snow-removal equipment stationed at the Ford Wyoming Center. Parks staff currently utilizes a single-axle dump truck equipped with a plow, as well as a smaller pickup truck with a plow, to perform snow removal at the facility. However, that equipment must also travel between other City-owned facilities, including City Hall, the Casper Recreation Center, and Fort Caspar Museum. With a dedicated snowplow stationed at the Ford Wyoming Center, an equipment operator can remain at the facility and continue clearing the parking areas, improving the safety and accessibility of the facility for patrons during events.

Staff recommends awarding the bid to Kage Innovation. Although Kage Innovation was not the lowest bidder, its bid was the lowest that met all required specifications.

The lowest bid was submitted by United Rotary Brush Corporation and was significantly lower than the other bids. However, the proposed snowplow does not include independent wings or meet the specified height. The lack of independent wings prevents operators from back-dragging snow and properly angling the plow when clearing tight parking spaces. These capabilities are necessary to safely and effectively remove snow while minimizing the risk of damage to City-owned equipment and property.

Based on the required specifications and the operational needs of the Ford Wyoming Center, staff recommends moving forward with the Kage Innovation bid.

As required by Wyoming State Statute 15-1-113(b), a bid notice was published in a local newspaper once a week for a minimum of two (2) consecutive weeks. The bids were as follows:

Bid Item	Vendor	Bid Amount	Trade	Net Cost
(1) Daniels Snowplow	United Rotary Brush Corp Olathe, KS	$30,394.00	NA	$30,394.00
(1) Snow Dozer Snowplow	Kage Innovation Osceola, WI	$43,500.00	NA	$43,500.00
(1) AMI Snowplow	Power Equipment Casper, WY	$45,946.00	NA	$45,946.00
(1) WP/220 Snowplow	Fair Manufacturing Osceola, WI	$46,576.00	NA	$46,576.00
(1) Metal Pless Snowplow	REC Corp Douglas, WY	$46,828.00	NA	$46,828.00

The recommended purchase of the new loader mounted snowplow from Kage Innovation, Osceola, WI, complies with all specifications.

Financial Considerations

This purchase was approved in the FY27 adopted budget and is funded by One Cent Capital Funds. Approved budget for this project is $45,000.00.

Council Adopted Goals

☒ Infrastructure
☐ Fiscal Stability
☐ Communication & Public Education

Oversight/Project Responsibility
Dan Coryell, Fleet Manager, will make this purchase with oversight transferred to Randy Norvelle, Parks Manager, after the equipment is received.

Attachments
Bid Specifications

CITY OF CASPER
FLEET MAINTENANCE DIVISION
CITY OF CASPER
Bid #FY27027

(307) 235-8410
September 1, 2026

Notice is hereby given that the City of Casper, Wyoming will receive sealed bids at the Fleet Office, Casper Service Center, 1800 E. "K" Street, Casper, Wyoming**, until 3:00 p.m., September 17, 2026** for the following:

ONE (1) NEW LOADER SNOWPLOW WITH WINGS. This unit will be used by the Parks Division of the Parks, Recreation & Public Facilities Department; unit must mount and operate on a 2017 Caterpillar 938M and have the minimum specifications of:

General Specifications: It is the intent of this specification to specify the minimum requirement for the furnishing and delivery of One (1) New loader snowplow with wings. The unit shall be new with full factory warranty and mount and operate on a 2017 Caterpillar 938M. Unit shall be delivered complete and ready for service, as specified, and shall be equipped with all of the manufacturer's standard equipment, as advertised, whether or not specifically mentioned in these specifications, in addition to all other equipment and attachments specified herein.

ITEM	MINIMUM SPECIFICATIONS	BIDDERS SPECIFICATIONS
1. Size	240 inches wide minimum with wings , 48 inches tall minimum	_____
	Wing-equipped plow capable of expanded operating width	_____
	Compatible with 2017 CAT 938M and CAT Fusion coupler	_____
2. Operation	Angles minimum 34 degrees each way of center	_____
	Trip edges on moldboard and wings	_____
	Floating skid shoes (minimum 6" vertical travel	_____
	Replaceable cutting edges	_____
	Independent hydraulic wings	_____
	Simultaneous or individual wing control	_____
	Wing positioning up to 180 degrees	_____
	Box, Wing, Wide and Backdrag operating modes	_____

ITEM	MINIMUM SPECIFICATIONS	BIDDERS SPECIFICATIONS
	Wing-to-moldboard snow sealing system	
	Hydraulic crossover relief protection	
3. Hydraulics	Hydraulic lines, fittings and couplers included	
	Complete hydraulic control package included	
	Compatible with CAT 938M auxiliary hydraulics	
	Must mount to CAT Fusion coupler	
4. Cutting Edge System	Sectional steel cutting edge system	
	Independent oscillating edge sections	
	Pressure adjustable design	
	Hardox cutting edges or approved equal	
	Optional carbide edge availability	
	Modular replaceable sections	
	Designed to reduce pavement damage and improve scraping performance .	
5. Delivery	Specify in writing, to include all parts and labor F.O.B. Casper, for a minimum 12-month period	
	A copy of the order confirmation to be provided upon completion of order.	

NOTE: These forms may be duplicated.

Exceptions to any of the provisions of these specifications may be waived provided they are clearly stated in the quote, and if in the opinion of the City of Casper, the quote complied with the intent of the specification. Should funding be inadequate to cover the items quoted, all quotes may be rejected or quantities adjusted to fit budget amount.
All contacts should be made through Dan Coryell, Casper Service Center Casper, Wyoming, 82601. Phone 307-235-8410.

PROPOSAL FOR FURNISHING
ONE (1) NEW LOADER SNOWPLOW WITH WINGS
FOR THE PARKS DIVISION OF THE
PARKS, RECREATION & PUBLIC FACILITIES DEPARTMENT

Proposal of (Name)_____
(Address)_____

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated: 1st day of September, 2026.

BID ITEM:_____

I. Price bid for **ONE (1) NEW**
Loader snowplow with wings as specified $_____

II. Trade-in allowance: NO TRADES $_____

III. NET COST TO THE CITY:
(Total Price) $_____

IV. Delivery: F.O.B. manufacturer of the City of Casper's choice within _____calendar days after award of contract by City Council.

V. Trade in unit will be considered optional if, in the opinion of the City of Casper authorized staff, it is found to be in the best interest of the City of Casper to do so.

In addition to this proposal, the undersigned herewith submits complete information including specifications and descriptive literature to fully describe and illustrate the equipment and accessories offered. Incomplete bid specification will be considered non-compliant and rejected.

Bidder proposes to deliver equipment in accordance with the schedule above and agrees that liquidated damages will be charged to him in accordance with specifications if delivery is not made in accordance with said schedule.

A bid bond, a certified, or a cashier's check made payable to the City of Casper, Wyoming, in an amount of 5% of the total amount of this bid is enclosed. The undersigned certifies that he understands the specifications relating to said bid security and agrees to the conditions set forth in said specifications.

Submitted By: _____Title:_____Date:_____

Signature:_____Phone:_____

EMAIL:_____

CITY OF CASPER, WYOMING
SPECIFICATIONS FOR
ONE (1) NEW LOADER SNOWPLOW WITH WINGS
(Approved by the City Attorney, 2023)
Dated the 1st Day of September 2026.

I. GENERAL:

The following specifications, including exhibits, attached hereto, shall constitute the minimum acceptable specifications for the goods and/or services for which bids are requested. Bidders shall include all items standard to article bid, whether or not specifically mentioned in these specifications.

All goods shall be new and the latest current production models meeting the terms of the specifications.

No bids may be withdrawn within thirty (30) days after the scheduled closing time for receipt of bids without the consent of the City of Casper, Wyoming.

II. BID GUARANTY:

The City of Casper is required by Wyoming Statutes, 15-1-113, to receive a certified check, cashier's check, bank draft upon a reputable bank, or a bid bond, if the bid is for more than one hundred and fifty thousand dollars ($150,000), with sufficient surety in the amount of five percent (5%) of the total bid amount before it can accept and consider any bid. Bid with deposit shall be filed with the FINANCE OFFICE, City Hall, 200 N. David, Casper, WY 82601, securely sealed, and endorsed upon the outside of the wrapper, with a brief statement as to the nature for which the bid is provided. Upon bid award, such surety shall be returned to the unsuccessful bidder(s). In the case of the successful bidder, five percent (5%) surety will be retained by the City until a proper bond or other proper bid guarantee to secure performance has been filed and approved if required by the specifications of the bid.

III. SCHEDULE FOR DELIVERY AND LIQUIDATED DAMAGES:

Unless a schedule has been specified in the bidding documents, each bidder shall specify, in its proposal, the time required for delivery of his goods to the place designated.

The provisions of Section II BID GUARANTY, shall apply to all bids, contracts and delivery times as specified. Failure to enter into a contract for said bid with the city within 30 days of the award or failure to proceed and/or deliver upon said bid or contract will result in forfeiture of bid guarantee.

IV. PLACE OF DELIVERY:

The successful bidder shall deliver the goods to the City of Casper, Casper Service Center, 1800 East "K" Street, Casper, Wyoming, unless otherwise specified.

V. CONDITIONS OF DELIVERY; RIGHT OF INSPECTION:

Goods, when delivered, shall be accompanied by a Statement Dealer's Certificate of Servicing and Inspection signed by the bidder certifying that the goods have been inspected and complies in all respects to the contract. Bidder shall attach to said statement a certificate by the manufacturer of the goods certifying that said goods have been inspected and serviced in the event the goods are not manufactured by the bidder. The City may, in its discretion, waive this requirement.

The City further reserves the right to make a inspection of the goods within a reasonable time after delivery to ensure compliance with the contract. Failure by City to make such inspection or upon inspection, failure to discover defects which cannot reasonably be discovered upon inspection, shall not constitute a waiver or be a limitation upon any remedy which the City may have at law or in equity.

VI. WARRANTY:

Each bidder shall enclose, with their bid, a copy of the warranty which applies to the goods proposed to be furnished. The warranty supplied will be considered by the City in determining the responsibility of the bidders.

VII. SERVICE FACILITIES:

It is essential that repair parts and service be adequate and readily available so that the goods can be maintained in good operating condition without protracted time loss for repairs.

The BIDDER SHALL CLEARLY STATE in his proposal the extent to which he carries a complete inventory of repair parts and service facilities. The City reserves the right to evaluate past performance of each bidder in analyzing the bid received and to consider such evaluation, in addition to other factors, in awarding the contracts for equipment.

VIII. DETAILED SPECIFICATIONS:

Goods bid shall conform to the detailed specifications outlined for the various bid items, attached hereto. No deviations from the terms of the specifications will be allowed, and such deviations shall be grounds for rejection of any bid, provided, however, that the City may allow any deviation if it finds, in its sole discretion, that the deviation is not a material deviation.

If bidder submits a bid using differing materials from those specified, he shall submit complete specifications for those items, including proposed manufacturer and catalog numbers with appropriate literature. The City may consider such specifications if it finds, in its sole discretion, that said specifications meet the intent of its specifications set forth herein and do not differ materially from its specifications.

IX. STATEMENT OF COMPLIANCE:

Should any requirement in these specifications not be included in manufacture’s specifications sheets, bidder shall include with his bid, a statement of compliance. Failure to do so may be held as grounds for disqualification of bid.

X. CONSIDERATION OF BIDS:

The City of Casper, Wyoming, reserves the right to evaluate all bids received on the basis of the conformance with these specifications, the availability of repair parts, and the adequacy of service facilities, the delivery schedules, and other criteria as well as (net) cost, and to consider such evaluation in awarding contracts for the furnishing of the bid items specified. The City will award the contract to the lowest responsible bidder.

XI. PAYMENT

The City shall make a lump sum payment upon delivery and acceptance of all goods bid. A complete City of Casper voucher shall be processed for payment after an invoice is received from the vendor. Payment will be made within forty-five (45) days pursuant to Wyoming State Statute 16-6-601.

Statute W.S. 16-6-602:

16-6-601. Definitions.

(a) As used in this article:

(i) "Agency" means any department, agency or other instrumentality of the state or of a political subdivision of the state;

W.S. 16-6-602. Payment of agency accounts; interest.

Except as provided by contract, any agency which purchases or procures goods and services from a nongovernmental entity shall pay the amount due within forty-five (45) days after receipt of a correct notice of amount due for the goods or services provided or shall pay interest from the forty-fifth day at the rate of one and one-half percent (1 1/2%) per month on the unpaid balance until the account is paid in full, unless a good faith dispute exists as to the agency's obligation to pay all or a portion of the account.

XII. SALES TAX EXEMPTION CERTIFICATE:

The City of Casper, Wyoming, is exempted for paying the sales tax specified by Wyoming Statutes, and from paying Federal Excise taxes. Upon request, an exemption certificate will be furnished to the successful bidder.

XIII. GOVERNING LAW:

In the event of any claim, suit, or demand which may result from a bid or bids submitted thereunder, or the award of any contract as a result of submission of a bid, the bidder or bidders agree that Wyoming law shall govern any such claim, suit, or demand the rights and duties of the parties thereunder.

XIV. ADDITIONAL INFORMATION:

If additional information is required, written instructions shall be issued. No oral instructions or interpretations will be considered binding unless confirmed in the form of addenda and shall be furnished to all bidders who shall submit a signed copy of all addenda with their bid. Please refer all questions to Dan Coryell, 1800 East "K" Street, Casper, Wyoming, 82601, (307) 235-8410.