

REGULAR COUNCIL MEETING
Tuesday, June 6, 2017
6:00 p.m.

COUNCIL POLICY
PUBLIC STATEMENTS

- I. Members of the Public Wishing to Place a New Item on the Agenda Must Submit a Written Request to the City Manager No Later Than 11:00 a.m. on the Wednesday Preceding the Council Meeting.
- II. Members of the Public Wishing to Speak to an Item Already on the Agenda, Other Than a Public Hearing, Must Submit a Written Request to the City Manager by 12:00 Noon on the Monday Immediately Preceding the Council Meeting.
- III. When Speaking to the City Council Please:
 - Clearly State Your Name and Address.
 - Keep Your Remarks Pertinent and Non-Repetitive.
 - Speak to the City Council with Civility and Decorum.
- IV. The City Council Will Not Respond to Any Comments or Questions Concerning Personnel Matters. Any Such Comments or Questions will be Handled by the Appropriate Persons. Presentations will be Limited to Five Minutes or Less per Person.
- V. Questions Posed by Speakers May, or May Not be Responded to by Council Members.
- VI. Willful Disruption of, or the Breach of the Peace at, a Council Meeting may Result in the Removal of any Such Individuals or Groups from the Council Chambers.

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

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSIDERATION OF MINUTES OF THE MAY 16, 2017 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON MAY 31, 2017
4. CONSIDERATION OF MINUTES OF THE MAY 19, 2017 SPECIAL COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON MAY 29, 2017
5. CONSIDERATION OF MINUTES OF THE MAY 22, 2017 SPECIAL COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON MAY 30, 2017
6. CONSIDERATION OF BILLS AND CLAIMS

7. BRIGHT SPOTS IN OUR COMMUNITY – CASPER POLICE DEPARTMENT ASSISTS GLENROCK POLICE DEPARTMENT

8. ESTABLISH DATE OF PUBLIC HEARING

A. Consent

1. Establish June 20, 2017, as the Public Hearing Date for Consideration of:

a. Fiscal Year 2017 **Budget Amendments**.

b. **Adoption** of the Fiscal Year 2018 Budget.

9. PUBLIC HEARING

A. Resolution

1. Approving and Authorizing Submittal of, **Community Development Block Grant 2017-2018 Annual Action Plan**.

10. SECOND READING ORDINANCES

A. **Alcohol Ordinance Changes** Pertaining to **Dispensing Rooms**.

1. Keith Rolland

B. Consent

1. **Amendment of Section 2.04.060** of the Casper Municipal Code to Provide for **Holiday Adjustment of Council Meeting Dates**.

11. RESOLUTIONS

A. Consent

1. Approving the **Vacation and Replat** of Lots 2-4 Mesa Addition No. 9 to Create Two New Lots in the **Mesa Addition No. 9 Subdivision**, Lots 2A and 3A.

2. Authorizing a **Quitclaim Deed** for Closing on the Sale of the **Fire Station #6 Property**, Located at 270 Valley Drive.

3. Authorizing a **Quitclaim Deed** for Closing on the Sale of the **777 Bernadine Street Property**, Described as Lots 24-28, Block 2, Keystone Addition to the City of Casper.

11. RESOLUTIONS (continued)

A. Consent

4. Authorizing an Agreement with **71 Construction, Inc.**, in the Total Amount of \$160,000, for the **Landmark Drive Surface Restoration Project**.
5. Authorizing Professional Services Agreement with **Double D Welding and Fabrication, Inc.**, in the Amount of \$15,765, for the **Washington Park Band Shell Stage Extension Phase II Project**.
6. Authorizing an Agreement with the **Central Wyoming Regional Water System**, in the Amount of \$87,661, for the **PLC/SCADA Improvements Project**.
7. Authorizing an Agreement with **Full Contact Concrete, LLC**, in the Amount of \$119,580, for the **2nd Street Concrete Repairs Project**.
8. Requesting **Conditions and Restrictions be Released** from Retail Liquor License No. 21, Modern Electric Co., d.b.a. **Wyoming Bootlegger Liquor**.
9. Authorizing an Amendment to the Contract with **Davidson Fixed Income Management Inc.**, for **Reduced Investment Management Services**.
10. Authorizing an Agreement with **Wyoming Health Fairs**, in an Amount not to Exceed \$29,500, for the Provision of **Biometric Screening Services** to Employees, Retirees, and Spouses on the City of Casper Health Plan.
11. Authorizing the Assignment of **Spectra Ticketing Agreement** to **Spectra Venue Management** for the Casper Events Center.
12. Authorizing an Amendment of Contract for **Educational Services** with **Leadership Training Services**, a Wyoming Non-Profit Corporation Sponsored by the Wyoming Association of Municipalities.

12. MINUTE ACTION

A. Consent

1. **Rejecting the Bids** on Two (2) **City-Owned Properties**, and Directing Staff to **Re-Bid** Said Properties.
2. Acknowledging Receipt of and Authorizing the Inclusion of the **Fiscal Year 2018 Summary Proposed Budget** in the Minutes of the June 6, 2017 Regular Council Meeting.

12. MINUTE ACTION (continued)

A. Consent

3. Authorizing the Purchase of One (1) New Duplex 7,000 Pound **Forklift**, from **Wyoming Machinery Co.**, in the Estimated Total Amount of \$35,405, for Use by the Solid Waste Division.
4. Authorizing Purchase of **Two (2) New Front End Wheel Loaders** from **Wyoming Machinery Company**, in the Amount of \$629,714, to be Used in the Solid Waste Division.

13. COMMUNICATIONS

A. From Persons Present

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

15. ADJOURNMENT

Upcoming Council meetings

Council meetings

6:00 p.m. Tuesday, June 20, 2017 – Council Chambers

6:00 p.m. Tuesday, July 4, 2017 – Council Chambers (will likely be scheduled for July 5th)

Work sessions

4:30 p.m. Tuesday, June 13, 2017 – Council Meeting Room

4:30 p.m. Tuesday, June 27, 2017– 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
HO	Historic Overlay	ED	Education
OB	Office Business	OYDSPC	Old Yellowstone District and South Poplar Street Corridor Form Based Code

COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
May 16, 2017

Casper City Council met in regular session at 6:00 p.m., Tuesday, May 16, 2017. Present: Councilmembers Hopkins, Johnson, Morgan, Pacheco, Powell, Walsh and Mayor Humphrey. Absent: Councilmember Huckabay.

Moved by Councilmember Morgan, seconded by Councilmember Johnson, to, by minute action, excuse the absence of Councilmember Huckabay. Motion passed.

Mayor Humphrey along with a young lady from the audience led the Pledge of Allegiance.

Moved by Councilmember Pacheco, seconded by Councilmember Johnson, to, by minute action, approve the minutes of the April 25, 2017, special Council meeting, as published in the Casper-Star Tribune on May 1, 2017. Motion passed.

Moved by Councilmember Johnson, seconded by Councilmember Morgan, to, by minute action, approve the minutes of the May 2, 2017, regular Council meeting, as published in the Casper-Star Tribune on May 9, 2017. Motion passed.

Moved by Councilmember Walsh, seconded by Councilmember Powell, to, by minute action, approve payment of the May 16, 2017, bills and claims, as audited by Interim City Manager Becher. Motion passed.

Bills & Claims		
05/16/17		
71Const	Services	\$3,134.65
71Construction	Projects	\$161,969.51
AdvancedTrafficProducts	Goods	\$81,407.00
AGiraldo	Services	\$40.00
AMBI	Services	\$1,057.69
Ameritech	Services	\$10,909.54
AOuellet	Refund	\$23.31
Arcadis	Services	\$11,631.10
Balefill	Services	\$146,532.87
Ballen	Reimb	\$20.00
BAndress	Reimb	\$29.39
BankOfAmerica	Goods	\$262,698.48
CAEDA	Funding	\$104,029.98
CarCare	Svc	\$10,000.00
Caselle	Services	\$75.00
CasparBuildSystems	Services	\$89,820.98
CATC	Funding	\$139,737.00
CentralPaint&Body	Services	\$383.00
Centurylink	Services	\$22,540.87
CHDiagnostic	Services	\$440.00
CityofCasper	Services	\$1,374.39

CivilEngineeringProfessionals	Projects	\$27,429.28
CollectionCenter	Services	\$1,818.33
CSmith	Refund	\$200.00
CUrhammer	Refund	\$200.00
Dell	Goods	\$3,109.23
DeltaDental	Services	\$35,850.35
DesertMtn	Goods	\$46,036.52
DMGlavan	Refund	\$20.64
DooleyOil	Fuel	\$14,371.99
DSkaggs	Refund	\$75.00
E Rud	Reimb	\$70.00
EBynum	Refund	\$38.51
FHiday	Reimb	\$500.00
FirstData	Services	\$6,484.42
FirstInterstateBank	Services	\$2,782.94
FischerAutoBody	Services	\$2,199.52
FParker	Refund	\$148.95
GarlickLaw	Services	\$1,206.94
GMarshInc	Services	\$6,059.70
GolderAssociates	Services	\$335.00
GWMechanical	Services	\$40,061.35
HarrisWasteMgmtGroup	Services	\$5,145.75
HedquistConstruction	Projects	\$124,315.86
Hitek	Services	\$1,800.00
Homax	Goods	\$21,413.22
HonnenEquipmentCo	Goods	\$11,110.63
HultConst	Services	\$62,495.00
Installation&Svc	Projects	\$7,572.50
JTLGroup	Services	\$108,559.97
KJohnston	Reimb	\$16.99
KubwaterResources	Goods	\$4,839.01
LChristensen	Reimb	\$20.00
LLuckow	Reimb	\$75.00
LongBuildingTech	Services	\$3,662.25
MAlexander	Refund	\$36.73
McMurryReadyMix	Goods	\$2,441.78
MdwstUrbanDev	Reimb	\$10,074.65
MMoore	Refund	\$30.98
MTuttle	Refund	\$8.51
MWalker	Refund	\$53.46
NationalBenefitServices	Services	\$408.70
NC Clerk	Services	\$434.00
NordicSound	Goods	\$10,073.00
OlsonAutobody	Services	\$1,033.93
PeakGeosolutions	Services	\$41,035.77
Pepsi	Goods	\$259.65

Pntwrks	Services	\$572.78
PostalPros	Services	\$7,926.23
PrewittRE	Svc	\$3,500.00
Raftelis	Services	\$4,176.20
RecyklingIndRepairs	Services	\$10,000.00
RegionalWater	Services	\$286,095.32
ResourceManagement	Goods	\$233.00
Rev3Adventure	Funding	\$10,000.00
RHalsey	Reimb	\$200.00
RMcComsey	Refund	\$55.99
RMclean	Reimb	\$73.79
RockyMtnPower	Services	\$116,985.85
RWillis	Reimb	\$75.00
S. Orszulak	Reimb	\$966.00
SBeyer	Refund	\$55.99
ScsAquaterra	Services	\$182,408.50
SDougherty	Refund	\$50.92
SeniorPatientAdvocates	Services	\$450.00
SHarris	Reimb	\$71.38
SIngledeu	Reimb	\$20.00
SkylineRanches	Services	\$430.75
SLemp	Refund	\$55.99
Smarsh	Services	\$1,817.50
SourceGas	Services	\$13,760.28
StantecConsultingSvcsInc	Projects	\$4,553.50
StarLineFeeds	Goods	\$423.35
StoneRiver	Refund	\$2,540.00
Strata	Services	\$4,348.75
StrategicInsights	Services	\$2,925.00
SWL	Services	\$70,866.12
T Armijo	Reimb	\$75.00
Terracon	Goods	\$800.00
THallock	Reimb	\$200.00
Viewpoint	Services	\$2,250.00
WardwellWater&Sewer	Services	\$14.00
WasteWaterTreatment	Funding	\$274,420.55
WesternMedical	Services	\$3,150.00
WesternPlainsLandscaping	Services	\$49,893.59
WesternWaterConsult	Services	\$7,270.05
WestlandPark	Services	\$2,336.75
WillowArrowheadNecklaces	Goods	\$141.00
Worldwash	Services	\$550.00
WyDeptEmployment	Services	\$13,323.61
WyEarthmoving	Services	\$69,749.86
ZSzekely	Services	\$521.00
		\$2,804,104.37

Mayor Humphrey then recognized Annie Humphrey for her heroic efforts in assisting a City of Casper employee. Mayor Humphrey explained that Annie Humphrey had come to the aid of Sara Harris, a Casper Solid Waste Collection Operator, in the fall of 2016. Ms. Harris was badly injured and Ms. Humphrey was able to assist her until medical help arrived. Mayor Humphrey presented Ms. Humphrey with a certificate of commendation and thanked her for her compassion. Ms. Humphrey also shared her feelings about the experience and thanked Ms. Harris.

Mayor Humphrey opened the public hearing for the consideration of an amendment to liquor licensing laws in Chapter 5 of the Casper Municipal Code for dispensing rooms.

City Attorney Luben entered three (3) exhibits: correspondence from Tracey L. Belser, to Liz Becher dated May 11, 2017, an affidavit of publication, as published in the Casper-Star Tribune, dated May 15, 2017, and an affidavit of website publication, as published on the City of Casper Website, dated May 9, 2017. Interim City Manager Becher provided a brief report.

Speaking in support were: Michael Reid, 1615 Luker Dr.; Matt Galloway, 4017 W. 38th; Tony Cercy, 4410 Wolf Creek; and Charlie Tyrrell, 526 W. 12th.

Speaking in opposition was Keith Rolland, 542 S. Durbin.

There being no others to speak for or against the issues involving dispensing rooms the public hearing was closed.

Following ordinance read:

ORDINANCE NO. 9-17

AN ORDINANCE AMENDING CHAPTER 5 OF THE CASPER MUNICIPAL CODE TO CHANGE THE REQUIREMENTS FOR RESTAURANT DISPENSING ROOMS, REMOVE REFERENCES TO DISPENSING ROOMS FOR VARIOUS TYPES OF LICENSED LIQUOR ESTABLISHMENTS, AND TO APPLY REGULATIONS TO LICENSED BUILDINGS FOR ESTABLISHMENTS WITH RESTAURANT LIQUOR LICENSES, RETAIL LIQUOR LICENSES, RESORT LIQUOR LICENSES, LIMITED RETAIL LIQUOR LICENSES, BAR & GRILL LIQUOR LICENSES, PERMITTED MICROBREWERIES, AND PERMITTED SATELLITE WINERIES.

Councilmember Pacheco presented the foregoing ordinance for approval, on first reading. Seconded by Councilmember Johnson. Motion passed.

Moved by Councilmember Hopkins, seconded by Councilmember Walsh, to, by minute action cancel the public hearing for the issuance of Restaurant Liquor License No. 34 to BrewStory, LLC, d.b.a. Frontier Brewing Company, located at 117 East 2nd Street. This cancellation was made at the request of the applicant. Motion passed.

Mayor Humphrey opened the public hearing for the consideration of the issuance of Microbrewery Liquor License No. 4 for BrewStory LLC, d.b.a. Frontier Brewing Company, located at 117 East 2nd Street.

City Attorney Luben entered four (4) exhibits: correspondence from Tracey L. Belser, to Liz Becher, dated May 8, 2017, an affidavit of publication, as published in the Casper-Star Tribune, dated May 15, 2017, an affidavit of website publication, as published on the City of Casper website, dated April 27, 2017, and the Liquor License application filed March 16, 2017. Interim City Manager Becher provided a brief report.

Speaking in support were: Todd Titus, 1916 Woolwick; Shawn Houck, 1219 S. Wolcott; and Matt Galloway, 4017 W. 38th.

There being no others to speak for or against the issues involving Microbrewery Liquor License No. 4, the public hearing was closed.

Moved by Councilmember Johnson, seconded by Councilmember Powell, to, by minute action, authorize the issuance of Microbrewery Liquor License No. 4. Motion passed.

Mayor Humphrey opened the public hearing for the consideration of the transfer of ownership and location of Retail Liquor License No. 7, from Forward Development, LLC, d.b.a. Forward Development, located at 441 Landmark Drive to Love Holdings, LLC, d.b.a. Downtown Bar & Grill, located at 129 W. 2nd Street.

City Attorney Luben entered four (4) exhibits: correspondence from Tracey L. Belser, to Liz Becher, dated May 1, 2017, an affidavit of publication, as published in the Casper-Star Tribune, dated May 15, 2017, an affidavit of website publication, as published on the City of Casper website, dated April 27, 2017, and the Liquor License application filed March 9, 2017. Interim City Manager Becher provided a brief report.

There being no one to speak for or against the issues involving Retail Liquor License No. 7, the public hearing was closed.

Moved by Councilmember Hopkins, seconded by Councilmember Morgan, to, by minute action, authorize the transfer of ownership and location of Retail Liquor License No. 7. Motion passed.

The following ordinances were considered, on third reading, by consent agenda.

ORDINANCE NO. 6-17

AN ORDINANCE AMENDING SECTION 17.94.100 OF THE CASPER MUNICIPAL CODE PERTAINING TO PARKING REGULATIONS IN THE OLD YELLOWSTONE DISTRICT AND SOUTH POPLAR STREET CORRIDOR (OYDSPC) FORM -BASED CODE.

WHEREAS, in June of 2008 the City Council adopted Chapter 17.94, the Old Yellowstone District and South Poplar Street Corridor (OYDSPC) Form-Based Code, which provides the regulatory framework for the redevelopment of a large portion of Casper's urban core; and,

WHEREAS, as the City has continually implemented the OYDSPC Form-Based Code since 2008, it has been necessary at times to amend the regulations in order to allow flexibility in design reviews of new and/or potential projects; and,

WHEREAS, the minimum/maximum off-street parking regulations found in the OYDSPC Form-Based Code, found in Section 17.94.100 of the Municipal Code, have become an impediment to the redevelopment of the area, and the City proposes to eliminate the current parking standards and adopt the C-3 (Central Business) zoning district parking standards in the Old Yellowstone District and South Poplar Street Corridor; and,

WHEREAS, both the Planning and Zoning Commission and the Old Yellowstone District and South Poplar Street Corridor Architectural Review Committee have reviewed and approved the proposed amendment to the OYDSPC Form-Based Code; and,

WHEREAS, it is the desire of the governing body of the City of Casper to amend Section 17.94.100 of the Casper Municipal Code pertaining to parking regulations in the OYDSPC (Old Yellowstone District and South Poplar Street Corridor).

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

SECTION 1:

Section 17.94.100 is hereby amended as follows:

17.94.100 Parking regulations.

A. Off-street Parking Dimensions. Refer to Casper Municipal Code Section 17.12.070.

B. Specific Requirement. Unless specified, requirements listed represent the MINIMUM number of parking spaces REQUIRED.

Building Use	Parking Requirements
Residential	1 parking space per dwelling unit.
Residential, condominium	1 parking space per dwelling unit.
Residential, high rise apartments	1 parking space per dwelling unit.
Residential, low/mid-rise apartments	1 parking space per dwelling unit.
Senior Citizen housing	1 parking space per dwelling unit.
Schools, senior high	0.25 parking space per student.
Schools, elementary and middle schools	0.19 parking space per the sum of the number of students plus the number of staff. On-street parking abutting the

	school grounds and any adjacent park land may be used to meet the off street parking required for the school.
--	---

SECTION 2:

This ordinance shall be in full force and effect from and after passage on three readings and publication.

PASSED on 1st reading the 18th day of April, 2017.

PASSED on 2nd reading the 2nd day of May, 2017.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 16th day of May, 2017.

ORDINANCE NO. 7-17

AN ORDINANCE AMENDING SECTIONS 17.94.010 AND 17.94.030 OF THE CASPER MUNICIPAL CODE, PERTAINING TO THE OLD YELLOWSTONE DISTRICT AND SOUTH POPLAR STREET CORRIDOR FORM -BASED CODE.

WHEREAS, in June of 2008, the City Council adopted the Form -Based Code for the area referred to as the Old Yellowstone District and South Poplar Street Corridor; and,

WHEREAS, the City has identified several areas of the Form -Based Code that need clarification; and,

WHEREAS, the Planning and Zoning Commission, the Old Yellowstone District Advisory Committee, and the Architectural Review Committee have recommended approval of the following amendments to the Form-Based Code; and,

WHEREAS, it is the desire of the governing body of the City of Casper to amend Sections 17.94.010 and 17.94.030 of the Casper Municipal Code.

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

SECTION 1:

That Section 17.94.010 of the Casper Municipal Code is hereby amended to add the bolded and capitalized text, to read as follows:

17.94. 010 - Purpose, intent and using the code.

The Old Yellowstone District and South Poplar Street Corridor form-based code regulating plan is intended to integrate urban design, building form, placement, use and design as a means for implementing the West Central and South Poplar Street Corridor Plan, dated September, 2007, as may be amended from time to time.

THIS FORM-BASED CODE IS ALSO INTENDED TO ENCOURAGE LAND USES THAT PROMOTE VIBRANT COMMERCE, SOCIAL INTERACTION, AND A WIDE VARIETY OF HOUSING TYPES, WHERE PEOPLE CAN LIVE, WORK, SHOP AND PLAY, ALL WITHIN PROXIMITY AND WALKING DISTANCE.

THE INTENDED GOAL OF THE FORM-BASED CODE IS TO CREATE A COMPLIMENTARY EXTENSION OF THE DOWNTOWN, WITH ITS OWN UNIQUE CHARACTER AND DESIGN, AND TO PROVIDE A FRAMEWORK FOR ACHIEVING THE DESIRED BUILT-FORM CHARACTERISTICS OF A DOWNTOWN, INCLUDING SIMILAR DENSITIES, BUILDING MATERIALS, BUILDING ORIENTATION, BUILDING HEIGHTS, ARCHITECTURE AND A DIVERSIFIED MIX OF COMPLIMENTARY AND INTERRELATED LAND USES.

The form-based code consists of a regulating plan, building envelope standards and design standards.

The code is comprised of five interrelated elements.

1. Zoning district narrative describing purpose, intent, applicability and design.
2. A regulating plan that describes the areas within the development project where specified building types may be located.
3. Building envelope and street standards that describe the allowable height, disposition and use for the specified building types and right-of-way, travel lane, center median, parking, terrace and/or sidewalk and alleyway width for the specified thoroughfares.
4. Design standards for guiding specific aspects of building and site design.
5. The regulating plan and building envelope and street standards apply to new facilities such as buildings, streets, parking lots, etc. The design standards apply to existing and new facilities.

A. Design Principles. The code is based on several fundamental design principles:

1. Mixing of uses vertically within structures and horizontally upon sites allows for greater market flexibility, sharing of support facilities such as parking, reducing the necessity for short vehicle trips while promoting walking and biking and leading to a more sustainable city.
2. Buildings should be placed close to the sidewalk and street to better define and enliven the public realm and economize resources such as land and utilities.
3. Building types that support multiple uses and are flexible or adaptable over time are preferable to highly specific, single-use typologies that may more easily become obsolete.
4. Increased density helps afford increased private and public realm amenities such as brick and stone building exteriors and streetscaping.
5. A more enhanced public realm with interconnected sidewalks, plazas, landscaped parkways and trails promotes and support social interaction and healthier living.

SECTION 2:

That Section 17.94.030 of the Casper Municipal Code is hereby amended to add the bolded and capitalized text, to remove the strikethrough text, and renumbered alphabetically as necessary, to read as follows:

17.94.030 - Prohibited uses.

- A. Prohibited uses in the Old Yellowstone District and South Poplar Street corridor shall include the following:
1. "Agriculture" meaning food animals produced for consumption, pleasure animals raised for recreation, sale barns for the auction of food and/or pleasure animals, large gardens and orchards which produce food for consumption, and large farm equipment offered for sale, service and/or storage;

2. "Animal boarding center/animal shelter" meaning an establishment where animals are admitted solely for the purpose of overnight stays. Outside runs are prohibited. Establishments that provide day services with no overnight stays are permitted. Boarding is allowed only for medical purposes or treatment by licensed animal hospitals or clinics;
 3. "Automobile-oriented sales or services," not existing as of the effective date of the Old Yellowstone District and South Poplar Street Corridor form -based zoning ordinance, meaning an area or structure used for the display, sale and/or service of automobiles, including cars, trucks, recreational vehicles, trailers, motorcycles or boats; and includes businesses that sell and/or install automobile accessories. Automobile-oriented sales or services shall include businesses such as vehicle dealerships, VEHICLE CONSIGNMENT LOTS, muffler shops, auto-detail shops, engine repair or rebuilding, collision repair, tire sales and service shops, paint shops, undercoating, window and glass replacement and tinting, alignment shops, upholstery shops, oil change and lubrication shops, brake shops, stereo and radio sales and/or installation, dismantling or salvage operations, towing businesses, and businesses that lease or rent vehicles;
 4. "Car wash meaning a structure/BUSINESS where motor vehicles are washed, WHETHER OR NOT IT IS ASSOCIATED WITH OR ACCESSORY TO ANOTHER BUSINESS.
 5. "Commercial laundries" meaning establishments where clothes and linens can be washed and ironed in bulk quantities, typically for commercial or industrial uses; not for individual patronage, such as laundromats;
- XX "CONSTRUCTION/CONTRACTOR SHOPS OR YARDS" MEANING A LOT OR STRUCTURE, THE PRINCIPAL USE OF WHICH IS TO PROVIDE OFFICES, VEHICLE AND EQUIPMENT STORAGE, CONSTRUCTION MATERIAL STORAGE, OR TOOL STORAGE FOR A CONSTRUCTION OR CONTRACTING BUSINESS. EXAMPLES ARE PLUMBING SHOPS, ELECTRICAL SHOPS, EXCAVATING BUSINESSES, MECHANICAL SHOPS, WELDING SHOPS, FABRICATION SHOPS, ELECTRICAL OR PLUMBING SUPPLY SHOPS, OR SIMILAR USES.
- XX "CONVENIENCE ESTABLISHMENT, HIGH VOLUME" MEANING AN ESTABLISHMENT PRIMARILY DESIGNED FOR THE PURPOSE OF PROVIDING LEGALLY STORED VEHICLE ENGINE FUELS, KEROSENE OR MOTOR OIL, AND LUBRICANTS OR GREASE, ON A FULL- OR SELF- SERVICE BASIS TO THE TRAVELING PUBLIC AND/OR COMMERCIAL HAULERS.
- XX "CONVENIENCE ESTABLISHMENT, MEDIUM VOLUME" MEANING AN ESTABLISHMENT IN WHICH THE PRIMARY BUSINESS IS SELLING GASOLINE/DIESEL FUEL AND GROCERY STORE RELATED PRODUCTS.
6. "Custodial care facility" meaning a public or privately operated facility providing custodial care for persons residing by court placement, or being held or detained awaiting trial or court placement, including, without limitation, correctional and post-correctional facilities, adult and/or juvenile detention facilities, reentry centers and correctional transitional housing. A custodial care facility shall not include "group homes," as defined in the municipal code;
 7. "Emergency shelter" meaning a nonprofit facility that provides long-term or short-term living accommodations and/or care for individuals and families who have been displaced from their homes. "Care" is defined as room and board, and/or the provision of a program for counseling, therapy or social services;

8. "Heavy industrial" meaning facilities which conduct and support manufacturing, fabrication, storage of bulk materials, including both solid and liquid fuels, industrial painting, and storage of heavy equipment, ASPHALT PLANTS, CONCRETE PLANTS, GYPSUM MANUFACTURING, REFINERIES, ROCK QUARRYING AND CRUSHING, BRICK/MASONRY YARDS, BULK PLANTS, FABRICATION PLANTS, FOUNDRY, FACTORIES OR MANUFACTURING PLANTS;
 9. "Industrial food or food processing facility" meaning an establishment where food goods or animals are processed into meat or food products, and includes slaughter, skinning, butchering, packaging, and freezing of the meat for commercial sale;
 10. "Lumber yards/builder's supply yards" meaning a business operation that operates as a distribution or wholesale operation for the construction industry. IN WHICH the physical yard is a storage location for storing lumber and construction materials;
 11. "Manufactured home (mobile) park" meaning a parcel, or contiguous parcels of land, divided into spaces for rent or lease on which a manufactured home is to be permanently affixed;
- XX "MANUFACTUREDIMODULAR STRUCTURE SALES" MEANING A BUSINESS WHICH SELLS, DISPLAYS MANUFACTURES OR STORES MANUFACTURED OR MODULAR STRUCTURES.
12. "Motels" meaning a building, or series of connected rental units, providing a dwelling unit or overnight lodging for compensation. The physical structure has individual exterior entrances into each dwelling unit, with no common inside corridor;
 13. "Off -premises signs" as defined in Section 17.08.010 of this code, not existing as of the effective date of the form -based zoning ordinance, meaning outdoor signs that are used to advertise the sale of goods and services, and/or promote social, commercial, political or religious messages;
 14. "Pawn shop" meaning a commercial establishment where persons deposit goods, merchandise or other personal property in exchange for a monetary loan, or other compensation, and giving the creditor the right to sell the property if the debt is not paid;
 15. "Recreational overnight park/recreational vehicle (RV) sales, service and storage lot" meaning a parcel of land intended for occupancy by recreational vehicles for transient dwelling purposes; and a parcel, or parcels, of land on which recreational vehicles will be displayed for sale, stored for service, or housed for seasonal use;
 16. "Recycling center" meaning a structure or storage area whose primary use is where waste or scrap materials are stored, bought, sold, accumulated, exchanged, packaged, disassembled, or handled, including, but not limited to, scrap aluminum, paper, plastic and glass;
- XX "SALVAGE YARD OR WRECKING YARD" MEANING AN ESTABLISHMENT OR LOCATION WHICH IS MAINTAINED OR USED FOR STORAGE, KEEPING, BUYING, OR SELLING OF WRECKED, SCRAPPED OR DISMANTLED MOTOR VEHICLES OR PARTS THEREOF, OR ANY VEHICLE STORAGE AREA IN WHICH ANY VEHICLE IS STORED FOR MORE THAN THIRTY (30) DAYS, REGARDLESS OF WHETHER SAID VEHICLE IS AWAITING REPAIR.
17. "Sexually-oriented businesses" as defined in Chapter 9.24 of this code;
- XX "STORE, WHOLESALE" MEANS AN ESTABLISHMENT DEVOTED TO THE WHOLESALING OF GOODS AND GENERALLY INCLUDES LARGE AREAS DEVOTED TO STORAGE OR WAREHOUSING.

18. "Thrift shops" meaning commercial establishments which sell, trade, or dispense donated merchandise. "Consignment shops," meaning commercial establishments which pay a customer a percentage of sales on their consigned merchandise once it is sold, are permitted;
19. "Tower" meaning any ground, roof, or otherwise mounted pole, spire, structure or combination thereof that is fifteen feet or greater in height above the ground, including supporting lines, cables, wires, braces, masts or other structures, for the purpose of mounting an antenna, meteorological device, or cellular apparatus aboveground;
20. "Transportation depot" meaning a facility specifically designated for the storage, transfer, or boarding and unloading of material or persons such as a bus station, railroad station, etc. Transit stations for the local, public bus service are excluded;
21. "Truck/car stops" meaning establishments primarily designed for the purpose of providing stored vehicle engine fuels, kerosene or motor oil, and lubricants or grease, on a full- or self-service basis to semi -trucks, which may include similar services for automobile/truck stop facilities, restaurant facilities, and/or overnight sleeping facilities;
22. "Utility service center" meaning a facility, and/or lot, owned by a private or public entity which engages in the supply and distribution of water, gas, electrical, sewer, and communications products, and includes installation, repair and storage facilities;
23. "Warehouses, indoor and outdoor storage" meaning single use facilities where goods, wares, and/or merchandise are deposited for storage or securing. In the case of "automobile services," vehicles awaiting repair or service are excluded, **PROVIDED NO VEHICLE AWAITING REPAIR OR SERVICE SHALL BE STORED ON A SITE FOR MORE THAN THIRTY (30) DAYS.**

SECTION 3:

This ordinance shall be in full force and effect from and after passage on three readings and publication.

PASSED ON 1st reading the 18th day of April, 2017.

PASSED ON 2nd reading the 2nd day of May, 2017.

PASSED, APPROVED, and ADOPTED on third and final reading the 16th day of May, 2017.

ORDINANCE NO. 8-17

AN ORDINANCE APPROVING A REPLAT, SUBDIVISION AGREEMENT AND ZONE CHANGE FOR THE C85 ADDITION IN THE CITY OF CASPER, WYOMING.

WHEREAS an application has been made to vacate and replat Lots 1-10, Block 11, North Burlington Addition, to create C85 Addition, comprising 0.7585-acres, more or less; and,

WHEREAS an application has been made to rezone the C85 Addition from C-2 (General Business) and R-3 (One to Four Unit Residential) to entirely C-2 (General Business); and,

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

WHEREAS, this replatting and rezoning 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 vacation, replat, subdivision agreement and zone change requests; and,

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

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

SECTION 1:

That the above described zone change is hereby approved.

SECTION 2:

The vacation, replat 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 3:

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

PASSED on 1st reading the 18th day of April, 2017.

PASSED on 2nd reading the 2nd day of May, 2017.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 16th day of May, 2017.

Councilmember Morgan presented the three (3) foregoing consent agenda ordinances for adoption, on third reading. Seconded by Councilmember Johnson. Councilmember Walsh voted nay on Ordinance 7-17. Motion passed.

Following ordinance read:

ORDINANCE NO. 10-17

AN ORDINANCE AMENDING SECTION 2.04.060 OF THE CASPER MUNICIPAL CODE PERTAINING TO REGULAR MEETINGS OF THE CASPER CITY COUNCIL.

Councilmember Johnson presented the foregoing ordinance for approval, on first reading. Seconded by Councilmember Walsh. Motion passed.

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 17-77

A RESOLUTION AUTHORIZING A CONTRACT WITH THE CASPER FIRE FIGHTERS LOCAL I.A.F.F. UNION 904 FOR THE CONTRACT YEAR 2017-2018, EFFECTIVE JULY 1, 2017.

RESOLUTION NO. 17-78

A RESOLUTION AUTHORIZING RELEASE OF LOCAL ASSESSMENT DISTRICT LIENS.

RESOLUTION NO. 17-79

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE LEASE AGREEMENT WITH THE STATE OF WYOMING, DEPARTMENT OF ADMINISTRATION AND INFORMATION, CONSTRUCTION MANAGEMENT FOR PROPERTY LOCATED IN THE DOWNTOWN AREA

RESOLUTION NO. 17-80

A RESOLUTION AUTHORIZING FORM LP-3, ACCEPTANCE CERTIFICATE, FROM THE WYOMING DEPARTMENT OF TRANSPORTATION FOR CONSTRUCTION SERVICES RELATED TO THE BRYAN STOCK TRAIL NORTH PLATTE RIVER BRIDGE PROJECT.

RESOLUTION NO. 17-81

A RESOLUTION AUTHORIZING AN AGREEMENT WITH ITC ELECTRICAL TECHNOLOGIES FOR THE SAM H. HOBBS WASTEWATER TREATMENT FACILITY EMERGENCY GENERATOR, PROJECT NO. 11-74.

RESOLUTION NO. 17-82

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH RECYKLING INDUSTRIAL REPAIRS, INC., TO REPLACE LINER WEAR PLATES ON A CITY BALER.

RESOLUTION NO. 17-83

A RESOLUTION AUTHORIZING AN AGREEMENT WITH TRETO CONSTRUCTION LLC, FOR THE SOUTH SPRUCE STREET RECONSTRUCTION PROJECT.

RESOLUTION NO. 17-84

A RESOLUTION AUTHORIZING AN AGREEMENT WITH DOUBLE D WELDING AND FABRICATION, INC., FOR THE PORTABLE LITTER FENCING, PROJECT NO. 17-022.

RESOLUTION NO. 17-85

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WLC ENGINEERING FOR DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE ROTARY PARK PATHWAY — PHASE II, PROJECT NO. 17-011.

RESOLUTION NO. 17-86
A RESOLUTION AUTHORIZING AN AGREEMENT WITH
FULL CONTACT CONCRETE, LLC, FOR THE 2017
PEDESTRIAN PATHWAYS PROJECT.

Councilmember Powell presented the foregoing ten (10) resolutions for adoption. Seconded by Councilmember Johnson. Motion passed.

Moved by Councilmember Hopkins, seconded by Councilmember Johnson, to, by consent minute action:

- 1) acknowledge receipt of the proposed FY 2018 budget;
- 2) reject all bids received for the purchase of two (2) new front end loaders;
- 3) authorize the purchase of two (2) F250 ¾ ton 4x4 pickups, from Fremont Motors Co., in the estimated total amount of \$47,804.84;
- 4) authorize the purchase of three (3) used Lufkin van trailers, from CMI-Teco, in the estimated total amount of \$36,366;
- 5) authorize the purchase of one (1) F350 one ton 4x4 pickup, from Fremont Motors Co., in the estimated total amount of \$27,104.56; and
- 6) authorize the discharge of \$1,113.04 of uncollectible accounts receivable balances, aged between the dates of January 1, 2012 and March 31, 2012.

Motion passed.

Mayor Humphrey called for a brief recess at 6:55 p.m., and reconvened the meeting at 7:03 p.m.

Councilmember Powell made statements about the actions taken by Interim City Manager Becher to exercise the at-will clause in former Police Chief Wetzel's contract.

Councilmember Walsh made positive statements about Mr. Wetzel's service to our country.

Individuals addressing Council were: Chad Lore, 732 W. 15th, requesting easier use of parkways for off-street parking on busy streets; Cary Brus, 5410 E. 22nd, stating that a lack of confidence in the Council could hurt business and philanthropy and requesting that Council act professionally; Tony Cercy, 4410 Wolf Creek, also expressing concerns about the impact a lack of confidence can have on investments and development and thanking Council for their service; and Tad True, 455 N. Poplar, also thanking Council for their service and sharing concerns about confidence in the community and requesting careful selection of the Ward II Councilmember.

Jim Wetzel, 2000 block of Nottingham, requested that Council allow him more than five minutes to address Council.

Moved by Councilmember Pacheco, seconded by Morgan, by minute action, to suspend the Council rule to allow additional time for a speaker. Motion passed.

Mr. Wetzel addressed Council regarding the Casper Police Department and the Fraternal Order of Police.

Also addressing Council were: Patrick Moore, 810 W. 15th, also requesting use of the parkways for parking; Kyle True, 5820 S. Poplar, requesting that Mr. Wetzel receive due process and be reinstated until the study of the Police department is completed, stating concerns about Council leadership, and expressing concerns for justice for assault victims; Ellie Bolander, 1371 Harmony Rd., requesting due process for Mr. Wetzel; Kevin Hawley, Executive Director of the Downtown Development Authority, requesting that additional parking downtown be created by demolishing buildings in the vicinity of the David Street Station; Keith Goodenough, 333 S. Socony, urging careful planning for the upcoming eclipse, requesting consideration of issues that might exist in the Fire Department, and asking if Hogadon will be competition for local business; Sarah Elston, 2201 Kingsboro, sharing concerns about regulations in the Old Yellowstone District and the treatment of Mr. Wetzel, and stating that she and others are researching a method to recall Councilmembers; Jim Wetzel, 11625 W. Goose Egg, asking how a qualified City Manager or Police Chief will be found if the FOP (Fraternal Order of Police) is allowed too much authority; Shannon Eli, 2382 Sagewood, inviting Council to kids bicycle safety day; Joel Parmely, 1306 S. McKinley, requesting better information for the public on the use of the parkways for parking; and Dale Zimmerle, 3035 Bellaire Dr., sharing a reading.

Mayor Humphrey called for a brief recess at 8:22 p.m., and reconvened the meeting at 8:30 p.m.

Individuals addressing the Council were: Pat Sweeney, 951 N. Kimball, stating non-support of a Mayoral form of government for Casper and asking that Council move forward to fill the Councilmember vacancy and City Manager vacancy; Greg Eddy, 3100 block of Monte Vista, expressing concerns about the culture of the Casper Police Department and the treatment of Mr. Wetzel; Paul Paad, 2781 Cherokee, requesting that Council meetings be held on weeks opposite the County Commission meetings; and Tamara McNaughton, 2651 Lynn Lane, thanking Council and the Police for their support of victims of sexual assaults.

At 8:55 p.m., it was moved by Councilman Walsh, seconded by Councilman Johnson, to adjourn into executive session to discuss personnel. Motion passed. Council moved into the Council meeting room.

Council returned to the Council Chambers. Mayor Humphrey noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, May 23, 2017, in the Council's meeting room; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, June 6, 2017, in the Council Chambers.

At 9:10 p.m., it was moved by Councilman Hopkins, seconded by Councilman Johnson, to adjourn the executive session and regular Council meeting. Motion passed.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
May 19, 2017

Casper City Council met in special session at 3:00 p.m., Friday, May 19, 2017. Present: Councilmembers Hopkins, Huckabay, Johnson, Morgan, Pacheco, Powell, Walsh and Mayor Humphrey.

Mayor Humphrey led the audience in the Pledge of Allegiance.

Mayor Humphrey stated that Council would be interviewing candidates to fill the Ward II Councilmember vacancy which would have terminated on January 5, 2021. She stated that the term of this vacancy will end December 31, 2018. She also indicated that the person filling this vacancy may choose to run for the remainder of the unexpired term in the general election of November 2018.

Mayor Humphrey also stated that each candidate would be allowed ten (10) minutes to respond to the following questions: tell us about yourself; explain why you want to serve on the City Council; describe your qualifications and how they will benefit the City of Casper; are you willing to run for election in the 2018 general election; and tell us about your availability to serve the time commitments of Council meetings and board meetings.

Mayor Humphrey gave general information about the time requirements of Councilmembers. She also listed the upcoming budget and work session meetings to be held next week and stated that the successful candidate would be sworn in before the Monday, May 22, 2017 budget work session.

Mayor Humphrey stated that candidate Monte Henrie, Jr. had withdrawn his application.

The following candidates addressed Council: Ken Bates, Lauri Gobble, Tim Kugler, Dallas Laird, Grace Niemitalo, and Paul Paad.

At 3:47 p.m., it was moved by Councilmember Pacheco, seconded by Councilmember Hopkins to adjourn into executive session to discuss the filling of the Ward II vacancy. Motion passed. Councilmembers then adjourned to the Council meeting room.

At 4:38 p.m., Councilmembers returned to the Council Chambers. Moved by Councilmember Walsh, seconded by Councilmember Pacheco, to adjourn the executive session.

Councilmember Powell made statements about the difficulty of selecting a candidate and thanking applicants for their interest.

Moved by Councilmember Huckabay, to appoint, by minute action Dallas Laird, to fill the Ward II Council seat vacancy created by the resignation of Todd Murphy, this appointment to be effective at the May 22, 2017 City Council Budget Work Session. Seconded by Councilmember Johnson. Motion passed.

Councilmembers made statements thanking the candidates for their interest and encouraging continued involvement in the community.

Moved by Councilman Johnson, seconded by Councilman Morgan to, by minute action adjourn. Motion passed.

The meeting was adjourned at 4:48 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
May 22, 2017

Casper City Council met in special session at 3:00 p.m., Monday, May 22, 2017. Present: Councilmembers Hopkins, Huckabay, Johnson, Morgan, Pacheco, Powell, Walsh and Mayor Humphrey.

Mayor Humphrey led the audience in the Pledge of Allegiance.

Municipal Court Judge Hand issued the oath of office to newly-appointed Councilman Dallas J. Laird.

Councilmember Laird introduced friends and family present in the audience. He also thanked Council for selecting him for the position.

Roll was not called, but the Mayor acknowledged that Councilman Laird was now present for the remainder of the meeting.

Following resolution read:

RESOLUTION NO. 17-87
A RESOLUTION OF APPRECIATION TO THE 62ND ANNUAL
CONVENTION IN GILLETTE, WYOMING, JUNE 2017.

Councilmember Hopkins presented the foregoing resolution for adoption. Seconded by Councilmember Huckabay. City Manager Becher provided a brief report covering all nine (9) resolutions to be considered at this meeting, all of which involve the Wyoming Association of Municipalities (WAM). She also stated that Councilmember Powell would be providing additional information about these resolutions because of his knowledge and involvement with WAM.

Councilmember Powell made a brief statement about the foregoing resolution. Motion passed.

Following resolution read:

RESOLUTION NO. 17-88
A RESOLUTION SUPPORTING THE WYOMING
ASSOCIATION OF MUNICIPALITIES' LEGISLATIVE
AGENDA AND THE ASSOCIATION'S EFFORTS IN SEEKING
APPROPRIATIONS OF STATE FUNDING FOR ALL 99
WYOMING CITIES AND TOWNS DURING THE 2018
BUDGET SESSION OF THE WYOMING LEGISLATURE.

Councilmember Walsh presented the foregoing resolution for adoption. Seconded by Councilmember Powell. Councilmember Powell provided more information about the resolution. Motion passed.

Following resolution read:

RESOLUTION NO. 17-89
A RESOLUTION SUPPORTING ANY EFFORTS TO RAISE
THE TAX ON ALL MALT BEVERAGES TO THE NATIONAL
AVERAGE OF TWENTY-EIGHT CENTS PER GALLON.

Councilmember Pacheco presented the foregoing resolution for adoption. Seconded by Councilmember Powell.

Mike Reid, 1615 Luker Dr., addressed Council. Mr. Reid was neither for or against the resolution, but suggested removing the language in the resolution that suggested the tax increase would reduce excessive consumption.

Moved by Councilmember Hopkins to amend the resolution by removing the second and third WHEREAS clauses. Councilmembers discussed the matter. City Attorney Luben pointed out that no second had been made to the motion. Councilmember Laird seconded the motion to amend. Councilmembers discussed the amended resolution. Motion to amend passed. A vote on the resolution, as amended, resulted in Councilmember Johnson voting nay. Motion passed.

Following resolution read:

RESOLUTION NO. 17-90
A RESOLUTION REQUESTING THE WYOMING
ASSOCIATION OF MUNICIPALITIES TO SUPPORT AND
ADVOCATE THAT THE STATE OF WYOMING
LEGISLATURE REINSTATE TAXATION ON FOOD
PRODUCTS FOR FINANCIAL SUPPORT TO WYOMING
CITIES, TOWNS, AND COUNTIES.

Councilmember Hopkins presented the foregoing resolution for adoption. Seconded by Councilmember Powell.

R.C. Johnson, 450 N. Washington, addressed Council. Ms. Johnson urged Council to not pass this resolution and shared her concerns that any increase in food costs would be a hardship for anyone already struggling financially. She also requested that Council continue to lobby and pursue diversification of the economy. Council made statements and had further discussion with Ms. Johnson.

Moved by Councilmember Huckabay, seconded by Johnson, by minute action, to suspend the Council rule to allow an additional citizen to address this resolution. Motion passed.

Ann Robinson, former State Representative, shared historical information on the food tax and described her involvement in having the tax removed. She also described her concerns about the reinstatement of this tax.

Councilmembers discussed the resolution. All Councilmembers voted nay. Motion failed.

Following resolution read:

RESOLUTION NO. 17-91

A RESOLUTION TO THE WYOMING ASSOCIATION OF MUNICIPALITIES ADVOCATING LEGISLATION TO REMOVE THE NON-TRANSIENT LODGING TAX EXEMPTION.

Councilmember Walsh presented the foregoing resolution for adoption. Seconded by Councilmember Powell. Councilmember Powell provided more information about the resolution. Councilmembers discussed at length the merits and drawbacks to this resolution.

Moved by Councilmember Morgan, to by minute action, table the matter for the June 6, 2017 meeting. City Attorney Luben suggested postponing the matter, rather than tabling, if the future date of the discussion was certain. Seconded by Councilmember Laird. Council further discussed the matter. Councilmembers Johnson, Laird, Morgan, and Pacheco voted aye to postpone. Motion failed.

Moved by Councilmember Huckabay, to amend the resolution to have an exception that would not allow the taxation of vouchers for the indigent. Seconded by Councilmember Walsh. Council further discussed the matter. Motion to amend the resolution passed. A vote on the amended resolution resulted in Councilmember Morgan voting nay. Motion passed.

Following resolution read:

RESOLUTION NO. 17-92

A RESOLUTION TO THE WYOMING ASSOCIATION OF MUNICIPALITIES ADVOCATING LEGISLATION TO CLARIFY THE LIEN & ASSESSMENT PROCESS BY WHICH MUNICIPAL EXPENSES FOR ABATING NUISANCES AND DANGEROUS BUILDINGS MAY BE RECOVERED.

Councilmember Powell presented the foregoing resolution for adoption. Seconded by Councilmember Huckabay. Councilmember Powell indicated that this resolution had more or less come from the City of Casper. City Attorney Luben provided further explanation of the lien and assessment process and stated this would be his fourth attempt to improve this process. Motion passed.

Following resolution read:

RESOLUTION NO. 17-93

A RESOLUTION REQUESTING THE WYOMING ASSOCIATION OF MUNICIPALITIES TO SUPPORT AND ADVOCATE LEGISLATION TO AMEND WYOMING STATUTE §15-1-113(A) REGARDING CONTRACTS FOR PUBLIC IMPROVEMENTS AND §15-1-113(F) FORMS OF GUARANTEE.

Councilmember Powell presented the foregoing resolution for adoption. Seconded by Councilmember Johnson. Councilmember Powell made a brief statement about the foregoing resolution. Councilmembers discussed the matter and asked City Attorney Luben for clarification. City Attorney Luben further explained his understanding of the matter. Motion passed.

Following resolution read:

RESOLUTION NO. 17-94
A RESOLUTION TO CREATE UTILITY AND OTHER
MUNICIPAL SERVICES LIEN AUTHORITY FOR
MUNICIPALITIES AND JOINT POWERS BOARDS.

Councilmember Huckabay presented the foregoing resolution for adoption. Seconded by Councilmember Powell. Councilmember Powell made a brief statement about the resolution and requested that City Attorney Luben provide further explanation. City Attorney Luben further described the purpose of the resolution. Councilmember Laird voted nay. Motion passed.

Following resolution read:

RESOLUTION NO. 17-95
A RESOLUTION TO CREATE AN OPTIONAL GENERAL
REVENUE TAX FOR A SPECIFIED PURPOSE.

Councilmember Pacheco presented the foregoing resolution for adoption. Seconded by Councilmember Powell. Councilmember Powell made a brief statement about the foregoing resolution. Council briefly discussed the matter. Councilmember Morgan voted nay. Motion passed.

Mayor Humphrey noted the next meetings of the City Council will be a work session to be held immediately following this meeting, in the Council's meeting room; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, June 6, 2017, in the Council Chambers.

Moved by Councilmember Huckabay, seconded by Councilmember Walsh, to adjourn. Motion passed. The meeting was adjourned at 4:33 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

71 CONSTRUCTION, INC.

12332HP 1/2" HOT MIX ASPHALT

\$528.12

\$528.12 Subtotal for Dept. Streets

1701-7 NORTH PLATTE SANITARY SEWER

\$72,819.38

\$72,819.38 Subtotal for Dept. Waste Water

\$73,347.50 Subtotal for Vendor

A.M.B.I. & SHIPPING, INC.

17-04-388 POSTAGE

\$3.10

\$3.10 Subtotal for Dept. City Manager

17-04-394 POSTAGE

\$3.10

\$3.10 Subtotal for Dept. Council

17-05-271 PRINTING & BINDING

\$127.50

\$127.50 Subtotal for Dept. Finance

17-04-390 POSTAGE

\$53.09

\$53.09 Subtotal for Dept. Fire

17-04-391 POSTAGE

\$3.99

\$3.99 Subtotal for Dept. Fort Caspar

17-04-392 POSTAGE

\$4.56

\$4.56 Subtotal for Dept. Metro Animal

17-04-395 POSTAGE

\$84.86

\$84.86 Subtotal for Dept. Municipal Court

17-04-399 POSTAGE

\$328.33

\$328.33 Subtotal for Dept. Police

17-04-396 POSTAGE

\$100.51

\$100.51 Subtotal for Dept. Water

\$709.04 Subtotal for Vendor

A-1 PORTABLES & SERVICES

1705 PORTABLE

\$110.00

\$110.00 Subtotal for Dept. Balefill

\$110.00 Subtotal for Vendor

ADVANCED HYDRAULICS & MACHINE

66922 BALER PARTS

\$4,538.36

66923 BALER KIDNEY LOOP

\$6,756.75

\$11,295.11 Subtotal for Dept. Balefill

\$11,295.11 Subtotal for Vendor

ALBERTA GIRALDO

RIN0027667 COURT INTERPRETER

\$40.00

\$40.00 Subtotal for Dept. Municipal Court

\$40.00 Subtotal for Vendor

ALLAN'S CONCRETE

072977 CONCRETE

\$6,640.00

\$6,640.00 Subtotal for Dept. Parks

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

ALLAN'S CONCRETE

\$6,640.00 Subtotal for Vendor

AMERICAN PROGRAM BUREAU, INC.

67245-3-0 METH CONFERENCE SPEAKER FEES

\$1,284.10

\$1,284.10 Subtotal for Dept. Police Grants

\$1,284.10 Subtotal for Vendor

AMERI-TECH EQUIPMENT CO.

17280 MESH TARPS

\$857.13

\$857.13 Subtotal for Dept. Refuse Collection

\$857.13 Subtotal for Vendor

APPLEGATE, ETHAN

0028750784 UTILITY REFUND

\$52.63

\$52.63 Subtotal for Dept. Water

\$52.63 Subtotal for Vendor

ARROWHEAD HEATING & AIR CONDITIONING

9055 HEATING SERVICE

\$180.00

\$180.00 Subtotal for Dept. Balefill

\$180.00 Subtotal for Vendor

BILL MCCLOY

RIN0027703 TRAVEL EXPENSES

\$37.15

\$37.15 Subtotal for Dept. Code Enforcement

\$37.15 Subtotal for Vendor

BLACK HILLS ENERGY

AP00023205261712 NATURAL GAS

\$244.04

\$244.04 Subtotal for Dept. Aquatics

AP00022905261712 NATURAL GAS

\$1,836.15

RIN0027696 NATURAL GAS

\$61.95

\$1,898.10 Subtotal for Dept. Balefill

AP00023005261712 NATURAL GAS

\$741.23

\$741.23 Subtotal for Dept. Fire

AP00019405261712 NATURAL GAS

\$1,771.22

\$1,771.22 Subtotal for Dept. Fleet Maintenance

AP00019205261712 NATURAL GAS

\$942.21

\$942.21 Subtotal for Dept. Metro Animal

AP00022205261712 NATURAL GAS

\$112.03

\$112.03 Subtotal for Dept. Parks

AP00022805261712 NATURAL GAS

\$6,556.98

\$6,556.98 Subtotal for Dept. Waste Water

AP00023105261712 NATURAL GAS

\$153.58

\$153.58 Subtotal for Dept. Water

RIN0027671 ENERGY HEAT

\$5,002.00

\$5,002.00 Subtotal for Dept. Water Treatment Plant

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

BLACK HILLS ENERGY

\$17,421.39 Subtotal for Vendor

BRANDY COYLE

RIN0027680 OFFICE SUPPLIES REIMBURSEMENT

\$97.86

\$97.86 Subtotal for Dept. Engineering

\$97.86 Subtotal for Vendor

BRENNTAG PACIFIC, INC.

BPI724777 CHEMICALS

\$14,818.39

\$14,818.39 Subtotal for Dept. Water Treatment Plant

\$14,818.39 Subtotal for Vendor

BYPASS MOBILE LLC

3130 POINT OF SALES EQUIPMENT

\$8,035.75

\$8,035.75 Subtotal for Dept. Casper Events Center

\$8,035.75 Subtotal for Vendor

CASPER AREA TRANSPORTATION COALITION

2017-402 FTA BUS EXPENSES

\$26,463.00

2017-403 CITY CATC EXPENSES

\$38,724.00

2017-404 CITY BUS EXPENSES

\$23,120.00

2017-401 FTA CATC EXPENSES

\$40,277.00

\$128,584.00 Subtotal for Dept. C.A.T.C.

\$128,584.00 Subtotal for Vendor

CASPER COMMUNITY GREENHOUSE PROJECT

2016001 FUNDING

\$47,840.00

\$47,840.00 Subtotal for Dept. One Cent #15

\$47,840.00 Subtotal for Vendor

CASPER HOUSING AUTHORITY

216 FUNDING

\$28,144.87

215 FUNDING

\$15,011.47

\$43,156.34 Subtotal for Dept. One Cent #15

\$43,156.34 Subtotal for Vendor

CASPER PUBLIC UTILITIES

RIN0027658 SEWER

\$21.65

RIN0027658 SANITATION

\$106.50

\$128.15 Subtotal for Dept. Water Treatment Plant

\$128.15 Subtotal for Vendor

CASPER SENIOR NETWORK

RIN0027713 ANNUAL MEMBERSHIP

\$20.00

\$20.00 Subtotal for Dept. Recreation

\$20.00 Subtotal for Vendor

CASPER SHOOTERS CLUB

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

CASPER SHOOTERS CLUB

RIN0027719 REFUND

\$7,795.01
\$7,795.01 Subtotal for Dept. Parks
\$7,795.01 Subtotal for Vendor

CASPER STAR TRIBUNE - REGULAR ADS ONLY

21129-1 2016 WATER QUALITY REPORTS

\$1,926.91
\$1,926.91 Subtotal for Dept. Water
\$1,926.91 Subtotal for Vendor

CENTURYLINK

RIN0027699 PHONE USE

\$38.22
\$38.22 Subtotal for Dept. Balefill

RIN0027692 PHONE USE

\$44.69

RIN0027692 PHONE USE

\$76.34

\$121.03 Subtotal for Dept. Casper Events Center

RIN0027717 PHONE USE

\$0.10

\$0.10 Subtotal for Dept. Cemetery

RIN0027722 PHONE USE

\$493.31

RIN0027692 PHONE USE

\$77.16

RIN0027722 PHONE USE

\$10,612.23

RIN0027722 PHONE USE

\$29.73

RIN0027678 PHONE USE

\$64.84

\$11,277.27 Subtotal for Dept. Communications Center

RIN0027692 PHONE USE

\$38.55

\$38.55 Subtotal for Dept. Engineering

AP00014305261712 PHONE USE

\$908.49

\$908.49 Subtotal for Dept. Finance

RIN0027678 PHONE USE

\$482.37

RIN0027717 PHONE USE

\$45.46

\$527.83 Subtotal for Dept. Fire

RIN0027678 PHONE USE

\$153.98

\$153.98 Subtotal for Dept. Metro Animal

RIN0027692 PHONE USE

\$44.39

\$44.39 Subtotal for Dept. Municipal Court

RIN0027697 PHONE USE

\$121.56

\$121.56 Subtotal for Dept. Parking

RIN0027692 PHONE USE

\$38.55

RIN0027717 PHONE USE

\$35.65

\$74.20 Subtotal for Dept. Police

RIN0027697 PHONE USE

\$29.01

RIN0027697 PHONE USE

\$19.56

\$48.57 Subtotal for Dept. Sewer

RIN0027697 PHONE USE

\$38.22

\$38.22 Subtotal for Dept. Waste Water

\$13,392.41 Subtotal for Vendor

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

CH2M HILL, INC.

381104835 PRELIMINARY FACILITIES PLAN

\$18,546.46
\$18,546.46 Subtotal for Dept. Waste Water
\$18,546.46 Subtotal for Vendor

CIGNA HEALTH & LIFE INSURANCE COMPANY

2126123 ADMINISTRATION FEES

\$11,880.05
\$11,880.05 Subtotal for Dept. Health Insurance
\$11,880.05 Subtotal for Vendor

CITY OF CASPER

1339/151790 HEALTH LICENSE

\$125.00
\$125.00 Subtotal for Dept. Casper Events Center

1341/151704 HEALTH LICENSE

\$100.00
\$100.00 Subtotal for Dept. Ice Arena

5128/151612 GIS SERVICES

\$982.70

5128/151612 GIS SERVICES

\$9,350.64
\$10,333.34 Subtotal for Dept. Metropolitan Planning

151657 CHILDRENS ADVOCACY PASSES

\$644.00

151323 CASPER AMATEUR HOCKEY ICE TIM

\$540.00

\$1,184.00 Subtotal for Dept. Social Community Services
\$11,742.34 Subtotal for Vendor

CITY OF CASPER - BALEFILL

247/151618-621 SANITATION

\$375.00
\$375.00 Subtotal for Dept. Parks

2772/151504 SANITATION

\$6,506.17

2772/151525 SANITATION

\$6,202.12

2772/151552-559 SANITATION

\$6,430.54

2772/151585 SANITATION

\$6,972.45

2772/152118 SANITATION

\$7,165.62

2772/151655 SANITATION

\$7,346.10

2772/152139-145 SANITATION

\$6,572.48

2772/152168 SANITATION

\$7,184.89

2772/152314 SANITATION

\$6,127.39

2772/152283 SANITATION

\$6,555.52

2772/152192 SANITATION

\$6,901.95

2772/151681 SANITATION

\$6,545.18

2772/151481 SANITATION

\$7,042.01

\$87,552.42 Subtotal for Dept. Refuse Collection

1276/151478 SANITATION

\$98.70

1276/152191 SANITATION

\$174.84

1276/151653 SANITATION

\$149.46

1276/152138 SANITATION

\$161.21

1276/151549 SANITATION

\$165.44

\$749.65 Subtotal for Dept. Waste Water
\$88,677.07 Subtotal for Vendor

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

CIVIL ENGINEERING PROFESSIONALS, INC.

15-031-10 DESIGN & CONSTRUCTION ADMIN

\$350.00

\$350.00 Subtotal for Dept. Balefill

16-222-02 SURVEY SERVICES

\$2,575.00

\$2,575.00 Subtotal for Dept. Engineering

\$2,925.00 Subtotal for Vendor

CLIMB WYOMING

RIN0027679 FUNDING

\$39,825.75

\$39,825.75 Subtotal for Dept. One Cent #15

\$39,825.75 Subtotal for Vendor

COBAN TECH. INC.

13730 REPLACE INTERNAL POWER CABLE

\$309.00

\$309.00 Subtotal for Dept. Police

\$309.00 Subtotal for Vendor

COLLECTION CENTER INC.

974300000306 COLLECTION FEES

\$6.00

\$6.00 Subtotal for Dept. Code Enforcement

972000000368 COLLECTION FEES

\$229.93

\$229.93 Subtotal for Dept. Refuse Collection

972000000368 COLLECTION FEES

\$174.75

\$174.75 Subtotal for Dept. Sewer

972000000368 COLLECTION FEES

\$515.04

\$515.04 Subtotal for Dept. Water

\$925.72 Subtotal for Vendor

COLORCRAFT PAINTING

101 LANSING FIELD FENCE

\$5,020.00

\$5,020.00 Subtotal for Dept. Capital Projects - Parks

\$5,020.00 Subtotal for Vendor

COMMUNICATION TECHNOLOGIES, INC.

77632 CHARGERS

\$1,617.37

77611 ANTENNA STATION 6

\$919.50

\$2,536.87 Subtotal for Dept. Fire

77602 INSTALL NEW POWER HUB

\$103.00

75878 INSTALL COBAN CPU

\$51.50

77605 CHANGED OUT SECONDARY BATTERY

\$51.50

75873 INSTALL NEW POWER HUB

\$103.00

\$309.00 Subtotal for Dept. Police

\$2,845.87 Subtotal for Vendor

COMMUNITY ACTION PARTNERSHIP OF NC

RIN0027704 AGENCY FUNDING

\$10,181.36

RIN0027704 ADMINISTRATIVE FUNDING

\$18,920.25

RIN0027704 FUNDING

\$87,019.50

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

COMMUNITY ACTION PARTNERSHIP OF NC

\$116,121.11 Subtotal for Dept. Social Community Services

\$116,121.11 Subtotal for Vendor

CONTINUOUS ALCOHOL MONITORING OF WY LLC

2017-128 REMOTE BREATH TESTING

\$200.00

\$200.00 Subtotal for Dept. Municipal Court

\$200.00 Subtotal for Vendor

COOL, AMY

0028750783 UTILITY REFUND

\$5.01

\$5.01 Subtotal for Dept. Water

\$5.01 Subtotal for Vendor

DALLMAN, TYLER/AMANDA

0028750776 UTILITY REFUND

\$50.93

\$50.93 Subtotal for Dept. Water

\$50.93 Subtotal for Vendor

DANA KEPNER CO. OF WY.

2225168-00 INVENTORY PARTS

\$13,150.00

2225163-00 INVENTORY PARTS

\$10,510.92

2225165-00 WATER VALVES

\$3,886.97

2225169-00 VALVE BOXES & LIDS

\$3,400.75

2225079-00 BUTTERFLY VALVE

\$3,713.24

2225164-00 PVC PIPE

\$10,754.00

\$45,415.88 Subtotal for Dept. Water

\$45,415.88 Subtotal for Vendor

DAVE LODEN CONSTRUCTION

RIN0027689 SERVICE CALLS AND PATCHES

\$185.00

RIN0027689 SERVICE CALLS AND PATCHES

\$220.00

\$405.00 Subtotal for Dept. Buildings & Structures

RIN0027689 SERVICE CALLS AND PATCHES

\$585.00

\$585.00 Subtotal for Dept. Fleet Maintenance

\$990.00 Subtotal for Vendor

DAVIDSON FIXED INCOME MGMT.

2017-4CASPER FIXED MANAGEMENT FEES

\$3,630.10

\$3,630.10 Subtotal for Dept. Finance

\$3,630.10 Subtotal for Vendor

DELL MARKETING LP

10163935778 ACROBAT PRO

\$397.23

\$397.23 Subtotal for Dept. Engineering

10166129532 OFFICE PRO SOFTWARE

\$197.66

10166927354 OFFICE PRO SOFTWARE

\$190.67

\$388.33 Subtotal for Dept. Finance

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

DELL MARKETING LP

10163756258 SOFTWARE	\$397.23	
10161161160 OFFICE PRO SOFTWARE	\$345.47	
	\$742.70	Subtotal for Dept. Police
	\$1,528.26	Subtotal for Vendor

DELTA CONSTRUCTION INC

12 RETAINAGE	(\$893.60)	
	(\$893.60)	Subtotal for Dept. Capital Projects - Hogadon
12 HOGADON LODGE	\$467,474.00	
	\$467,474.00	Subtotal for Dept. Hogadon
	\$466,580.40	Subtotal for Vendor

DELTA DENTAL PLAN OF WY.

RIN0027709 DENTAL INSURANCE	\$1,560.60	
	\$1,560.60	Subtotal for Dept. Health Insurance
	\$1,560.60	Subtotal for Vendor

DESERT MTN. CORP.

16-52470 ICE SLICER	\$4,911.59	
16-52465 ICE SLICER	\$4,873.00	
16-52472 ICE SLICER	\$4,841.89	
16-52468 ICE SLICER	\$4,887.95	
16-52466 ICE SLICER	\$4,831.93	
16-52469 ICE SLICER	\$4,861.80	
16-52471 ICE SLICER	\$4,890.43	
16-52464 ICE SLICER	\$4,896.65	
16-52474 ICE SLICER	\$4,840.64	
16-52467 ICE SLICER	\$4,916.57	
16-52453 ICE SLICER	\$4,889.19	
16-52473 ICE SLICER	\$4,943.95	
	\$58,585.59	Subtotal for Dept. Snow Removal
	\$58,585.59	Subtotal for Vendor

DOUBLE J'S MOW N SNOW

446123 WEED MOWING	\$215.21	
	\$215.21	Subtotal for Dept. Code Enforcement
	\$215.21	Subtotal for Vendor

DOWL LLC

5138.26610.01-3 FY17 TRAFFIC COUNTS	\$903.03	
5138.26610.01-3 FY17 TRAFFIC COUNTS	\$94.90	
	\$997.93	Subtotal for Dept. Metropolitan Planning
	\$997.93	Subtotal for Vendor

ENGINEERING DESIGN ASSOCIATES

09855 FIRE SUPPRESSION SYSTEM	\$250.00	
	\$250.00	Subtotal for Dept. CDBG

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

ENGINEERING DESIGN ASSOCIATES

\$250.00 Subtotal for Vendor

ENVIRONMENTAL & CIVIL SOLUTIONS, LLC

4885 TRUCK BARN SURGE TANK
4888 LIFT STATION UPGRADES

\$1,637.70
\$1,720.10
\$3,357.80 Subtotal for Dept. Refuse Collection
\$3,357.80 Subtotal for Vendor

FIRST CALL COMMUNICATIONS

24255 PHONE LINE AT CAT SHED

\$303.00
\$303.00 Subtotal for Dept. Balefill
\$303.00 Subtotal for Vendor

FIRST DATA MERCHANT SVCS CORP.

REMI124042 CREDIT CARD SERVICES

\$61.44
\$61.44 Subtotal for Dept. Cemetery
\$61.44 Subtotal for Vendor

FIRST INTERSTATE BANK

RIN0027708 SERVICE AWARDS

\$326.00
\$326.00 Subtotal for Dept. Human Resources
\$326.00 Subtotal for Vendor

FIRST INTERSTATE BANK - PETTY CASH

RIN0027694 PETTY CASH
RIN0027694 PETTY CASH
RIN0027694 PETTY CASH

\$5.00
\$66.00
\$55.59
\$126.59 Subtotal for Dept. Police

RIN0027694 PETTY CASH

\$38.04
\$38.04 Subtotal for Dept. Police Grants

RIN0027701 PETTY CASH

\$22.95
\$22.95 Subtotal for Dept. Balefill

RIN0027701 PETTY CASH

\$144.00
\$144.00 Subtotal for Dept. Engineering

RIN0027701 PETTY CASH

\$36.00
\$36.00 Subtotal for Dept. Sewer

RIN0027701 PETTY CASH
RIN0027701 PETTY CASH

\$22.87
\$4.58
\$27.45 Subtotal for Dept. Water Treatment Plant

RIN0027707 PETTY CASH

\$324.80
\$324.80 Subtotal for Dept. Metro Animal

RIN0027720 WITNESS FEES

\$30.00
\$30.00 Subtotal for Dept. Municipal Court
\$749.83 Subtotal for Vendor

FIRST VETERINARY SUPPLY

U42945 MEDICATIONS FOR ANIMALS

\$377.65

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

FIRST VETERINARY SUPPLY

\$377.65 Subtotal for Dept. Metro Animal
\$377.65 Subtotal for Vendor

FIVE TRAILS ROTARY CLUB

103488 DUES

\$350.00
\$350.00 Subtotal for Dept. City Manager
\$350.00 Subtotal for Vendor

FRONTIER PRECISION INC.

161066 SOFTWARE

\$483.00
\$483.00 Subtotal for Dept. Engineering
\$483.00 Subtotal for Vendor

GARDNER, SHERI

0028750788 UTILITY REFUND

\$57.51
\$57.51 Subtotal for Dept. Water
\$57.51 Subtotal for Vendor

GARLICK LAW OFFICE PC

RIN0027706 COURT APPOINTED ATTORNEY

RIN0027705 COURT APPOINTED ATTORNEY

\$652.08
\$575.85
\$1,227.93 Subtotal for Dept. Municipal Court
\$1,227.93 Subtotal for Vendor

GENERAL MOTORS COMPANY DBA: ONSTAR, LLC

RIN0027687 REIMBURSE SURCHARGE MONIES

\$7,485.75
\$7,485.75 Subtotal for Dept. Communications Center
\$7,485.75 Subtotal for Vendor

GERI REBLE

1-266011 CLOTHING REIMBURSEMENT

RIN0027685 VICTIM WITNESS TRAINING

\$89.24
\$89.24 Subtotal for Dept. Police
\$54.36
\$54.36 Subtotal for Dept. Police Grants
\$143.60 Subtotal for Vendor

GLOBAL SPECTRUM L.P.

201617TS-39 CHARLIE DANIELS BAND TICKET FD

\$25,295.50
\$25,295.50 Subtotal for Dept. Casper Events Center
\$25,295.50 Subtotal for Vendor

GPC ARCHITECTS PLLC

RIN0027681 HOGADON LODGE

21 HOGADON LODGE

\$1,758.05
\$3,506.39
\$5,264.44 Subtotal for Dept. Hogadon
\$5,264.44 Subtotal for Vendor

HAASS CONSTRUCTION CO., INC.

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

HAASS CONSTRUCTION CO., INC.

RETAIN RETAINAGE RELEASE

\$9,685.40
\$9,685.40 Subtotal for Dept. Capital Projects - Engineering
\$9,685.40 Subtotal for Vendor

HACH CO., CORP.

10438112 SENSOR CAP REPLACE

\$238.89
\$238.89 Subtotal for Dept. Waste Water

10440553 LAB SUPPLIES

\$197.60
\$197.60 Subtotal for Dept. Water Treatment Plant
\$436.49 Subtotal for Vendor

HDR ENGINEERING, INC.

1200052872 ON-GOING STUDIES, TASKS

\$6,045.33
\$6,045.33 Subtotal for Dept. Water
\$6,045.33 Subtotal for Vendor

HIGH PLAINS CONSTRUCTION, INC.

2017-Asp 6 ASPHALT

\$596.24
\$596.24 Subtotal for Dept. Streets
\$596.24 Subtotal for Vendor

HILLHOUSE W. LTD

337254 BOOKS FOR RESALE

\$64.71
\$64.71 Subtotal for Dept. General - Fort Caspar
\$64.71 Subtotal for Vendor

HILSTON APPRAISALS

D2017-101 BUILDING ASSESSMENT

\$1,000.00
\$1,000.00 Subtotal for Dept. Special Revenue
\$1,000.00 Subtotal for Vendor

HOMAX OIL SALES, INC.

0366449-IN OIL

\$33,695.00
\$33,695.00 Subtotal for Dept. Balefill

0367430-IN UNLEADED FUEL

\$15,202.08
\$15,202.08 Subtotal for Dept. Fleet Maintenance

0366339-IN FUEL

\$2,341.68
\$2,341.68 Subtotal for Dept. Golf Course
\$51,238.76 Subtotal for Vendor

HUNTER INDUSTRIAL CORPORATION

7983 SHEAVE LINERS LIFT

\$2,381.37
\$2,381.37 Subtotal for Dept. Hogadon
\$2,381.37 Subtotal for Vendor

HUYNH, MY DUNG

0028750775 UTILITY REFUND

\$51.80

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

HUYNH, MY DUNG

\$51.80 Subtotal for Dept. Water
\$51.80 Subtotal for Vendor

IHLI, ROBIN

0028750778 UTILITY REFUND

\$55.65
\$55.65 Subtotal for Dept. Water
\$55.65 Subtotal for Vendor

INDUSTRIAL CONTAINER SERVICES - CO, LLC.

55766236 DRUMS

\$3,606.02
\$3,606.02 Subtotal for Dept. Balefill
\$3,606.02 Subtotal for Vendor

INDUSTRIAL REPAIR SERVICE, INC.

200681 PUMP CONTROL CARD REPAIR

\$229.58
\$229.58 Subtotal for Dept. Water Treatment Plant
\$229.58 Subtotal for Vendor

ITC ELECTRICAL TECHNOLOGIES

21654 POWER METER

\$1,132.80
\$1,132.80 Subtotal for Dept. Waste Water

21640 SAFTEY TALK

\$244.80

21641 CHANGE WIRING RW HOIST

\$1,148.40
\$1,393.20 Subtotal for Dept. Water Treatment Plant
\$2,526.00 Subtotal for Vendor

JAMES RITCHIE

RIN0027673 REIMBURSE LEVEL 1 EXAM FEE

\$98.00
\$98.00 Subtotal for Dept. Waste Water
\$98.00 Subtotal for Vendor

JASON SPEISER

RIN0026866 TUITION REIMBURSEMENT

\$417.34
\$417.34 Subtotal for Dept. Fire
\$417.34 Subtotal for Vendor

JIM GERHART

RIN0027675 BOOT REIMBURSEMENT

\$36.74
\$36.74 Subtotal for Dept. Parks
\$36.74 Subtotal for Vendor

JOHN GALL

165621 TOOL REIMBURSEMENT

\$500.00
\$500.00 Subtotal for Dept. Fleet Maintenance
\$500.00 Subtotal for Vendor

JOHN SCHALL

RIN0027718 BOOT REIMBURSEMENT

\$73.79

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

JOHN SCHALL

\$73.79 Subtotal for Dept. Streets

\$73.79 Subtotal for Vendor

KNIFE RIVER/JTL

147512 METRO RD ANIMAL CONTROL

\$310.70

\$310.70 Subtotal for Dept. Parks

146750 3/8" WASHED ROCK

\$149.10

146622 3/8" WASHED ROCK

\$132.44

146994 3/8" WASHED ROCK

\$174.30

147315 3/8" WASHED ROCK

\$165.20

147195 3/8" WASHED ROCK

\$145.95

\$766.99 Subtotal for Dept. Streets

\$1,077.69 Subtotal for Vendor

KUBWATER RESOURCES, INC

06636 ZETAG 7593 DRY POLYMER

\$4,839.01

06602 ZETAG 7593 DRY POLYMER

\$4,839.01

\$9,678.02 Subtotal for Dept. Waste Water

\$9,678.02 Subtotal for Vendor

LANE CHRISTENSEN

WWC2409 BOOT REIMBURSEMENT

\$75.00

\$75.00 Subtotal for Dept. Sewer

\$75.00 Subtotal for Vendor

LANKSTON, MELINDA

0028750781 UTILITY REFUND

\$8.06

\$8.06 Subtotal for Dept. Water

\$8.06 Subtotal for Vendor

LINCOLN NATL. LIFE INS. CO.

RIN0027710 BENEFIT PAYABLE

\$277.59

\$277.59 Subtotal for Dept. Health Insurance

\$277.59 Subtotal for Vendor

LORENZEN, KATRINA/CHRIS

0028750787 UTILITY REFUND

\$35.41

\$35.41 Subtotal for Dept. Water

\$35.41 Subtotal for Vendor

MARSH, JOSHUA

0028707374 UTILITY REFUND

\$57.17

\$57.17 Subtotal for Dept. Water

\$57.17 Subtotal for Vendor

MAZZA, KIMBERLY

0028750789 UTILITY REFUND

\$42.50

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

MAZZA, KIMBERLY

\$42.50 Subtotal for Dept. Water
\$42.50 Subtotal for Vendor

MCMURRY READY MIX CO.

224826 COMPOST YARD IMPROVEMENTS	\$108.50	
224825 COMPOST YARD IMPROVEMENTS	\$108.50	
	\$217.00	Subtotal for Dept. Balefill
224956 STORMWATER REPAIR CEMETERY	\$533.25	
	\$533.25	Subtotal for Dept. Sewer
224957 ULTRA FIBER	\$130.50	
224958 ULTRA FIBER	\$130.50	
	\$261.00	Subtotal for Dept. Streets
224887 CONCRETE	\$108.50	
	\$108.50	Subtotal for Dept. Water
	\$1,119.75	Subtotal for Vendor

MICHAEL BAKER INTERNATIONAL INC

976554 COMPREHENSIVE PLAN FOR MILLS,	\$8,218.71	
976554 COMPREHENSIVE PLAN FOR MILLS,	\$863.74	
	\$9,082.45	Subtotal for Dept. Metropolitan Planning
	\$9,082.45	Subtotal for Vendor

MODERN ELECTRIC CORP.

29088 4-SECTION SIGNAL HEADS	\$364.00	
2908A 4-SECTION SIGNAL HEADS	\$18,059.00	
	\$18,423.00	Subtotal for Dept. Traffic
	\$18,423.00	Subtotal for Vendor

MOUNTAIN WEST TELEPHONE/ WERCS COMMUNICATIONS

45989 DEDICATED ETHERNET	\$512.50	
	\$512.50	Subtotal for Dept. Communications Center
	\$512.50	Subtotal for Vendor

NATRONA COUNTY CONSERVATION DISTRICT

15 SELENIUM CONTROL	\$50,000.00	
15 ANNUAL FUNDING AGREEMENT	\$30,000.00	
	\$80,000.00	Subtotal for Dept. Waste Water
15 ANNUAL FUNDING AGREEMENT	\$5,000.00	
	\$5,000.00	Subtotal for Dept. Water
	\$85,000.00	Subtotal for Vendor

NATRONA COUNTY HEALTH DEPT.

DOGD201800388 INSPECTION	\$75.00	
DOGD201800389 INSPECTION	\$75.00	
DOGD201800381 INSPECTION	\$75.00	
	\$225.00	Subtotal for Dept. Aquatics
	\$225.00	Subtotal for Vendor

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

NEVE'S UNIFORMS, INC.

NE54248 UNIFORMS	\$29.93	
NE54249 UNIFORMS	\$9.95	
351589 CREDIT MEMO	(\$196.90)	
LN-351362 UNIFORMS	\$74.99	
NE54522 UNIFORMS	\$119.80	
LN-351589 UNIFORMS	\$196.90	
	\$234.67	Subtotal for Dept. Police
	\$234.67	Subtotal for Vendor

O'CONNOR COMPANY

91968 BOILER TROUBLESHOOTING	\$500.50	
	\$500.50	Subtotal for Dept. Perpetual Care
	\$500.50	Subtotal for Vendor

ONE CALL OF WY.

44783 LOCATE TICKETS	\$471.15	
	\$471.15	Subtotal for Dept. Sewer
44783 LOCATE TICKETS	\$575.85	
	\$575.85	Subtotal for Dept. Water
	\$1,047.00	Subtotal for Vendor

PATRICK BEVERAGE

RIN0027674 BOOT REIMBURSEMENT	\$49.50	
	\$49.50	Subtotal for Dept. Streets
	\$49.50	Subtotal for Vendor

P-CARD VENDORS

00058230 USPS	\$32.67	
00058267 WYOMING ECLIPSE	\$82.46	
00058554 BIG D	\$5.72	
00058558 SPRINT AQUATICS	\$840.82	
00058075 DOLLAR TREE	\$107.00	
00058558 SPRINT AQUATICS	\$246.00	
00058092 BIG D	\$5.19	
00058584 MENARDS	\$66.60	
00058481 WALMART	\$16.12	
00058679 MENARDS	\$16.65	
00058401 ULINE SHIP SUPPLIES	\$266.12	
00058573 HARBOR FREIGHT TOOLS	\$72.98	
	\$1,758.33	Subtotal for Dept. Aquatics
00056241 HOLIDAY INN EXPRESS	\$54.82	
00058499 ICLEAN	\$2,150.00	
00058306 FOREMANS QUALITY MACHINE	\$1,686.15	
00058717 MOTION INDUSTRIES	\$199.96	
00058725 FORESTER MEDIA INC	\$79.00	
00058733 WOODWORKERS SUPPLY	\$1,222.19	
00058736 SOURCE OFFICE	\$208.85	
00058180 BAILEYS ACE HARDWARE	\$92.56	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058181	HOWARD SUPPLY COMPANY	\$88.99
00058433	BAILEYS ACE HARDWARE	\$9.10
00058212	MICHAELS FENCE	\$43.20
00058264	MMS	\$5,658.90
00058248	MURDOCH'S RANCH & HOME	\$225.50
00058280	VERMEER SALES & SVCS	\$5,781.59
00058302	FOREMANS QUALITY MACHINE	\$1,946.62
00058713	AIRGAS CENTRAL	\$1,445.00
00058303	CONOCO - HOMAX OIL	\$549.10
00058596	DRIVERCHECK-SERVICECHECK	\$75.00
00057313	HOLIDAY INN EXPRESS	\$54.01
00057305	HOLIDAY INN EXPRESS	\$54.01
00057253	CASPER SAFETY	\$669.50
00058327	SHEET METAL SPECIALTIES	\$4,500.00
00058344	CITY SERVICE ELECTRIC	\$2,563.00
00058380	HOSE & RUBBER SUPPLY	\$26.20
00058411	ALLIANCE ELECTRIC LLC	\$1,015.00
00056316	HOLIDAY INN EXPRESS	\$55.28
00056239	CHICK-FIL-A	\$8.41
00056158	DELTA	\$310.65
00056111	DELTA	\$4.99
00056109	DELTA	\$621.30
00058439	WYOMING MACHINERY	\$7,338.45
00058592	GREINER FORD LINCOLN	\$176.50
00058436	CASPER CONTRACTORS SUPPLY	\$90.23
00058468	BOBCAT OF CASPER	\$59.88
00058480	CMI-TECO	\$117.20
00058500	SAMS CLUB	\$87.82
00058508	AIRGAS CENTRAL	\$32.85
00058519	AIRGAS CENTRAL	\$86.85
00058550	MENARDS	\$53.93
00058552	OREILLY AUTO	\$5.39
00058214	WYOMING MACHINERY	\$749.73
00058571	PIONEER MATERIALS	\$69.90
00058712	HOSE & RUBBER SUPPLY	\$20.15
00058595	GREAT PLAINS CLEANING	\$254.86
00058618	MENARDS	\$41.19
00058621	CASPER TIRE	\$14.29
00058677	SOURCE OFFICE	\$37.96
00058709	HOSE & RUBBER SUPPLY	\$1,701.94
00058179	SAMS CLUB	\$121.18
00058688	AIRGAS CENTRAL	\$2,398.16
00058681	AIRGAS CENTRAL	\$108.38
00058570	FEDEX OFFICE	\$88.00
00058677	SOURCE OFFICE	\$551.54
00058628	CASPER TIRE	\$50.00
00058126	AMERI-TECH EQUIPMENT	\$683.77
00058104	CASPER TIRE	\$28.58

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058074	CASPER CONTRACTORS SUPPLY	\$532.40		
00058077	CASPER FIRE EXTINGUISHER	\$23.79		
00058636	HOSE & RUBBER SUPPLY	\$5.52		
00058663	MENARDS	\$144.05		
00058178	CASPER CONTRACTORS SUPPLY	\$345.13		
		\$47,418.50	Subtotal for Dept.	Balefill
00058406	BAILEYS ACE HARDWARE	\$17.98		
00058416	CASPER WINNELSON	\$10.94		
00058457	NORCO INC	\$601.56		
00058486	BAILEYS ACE HARDWARE	\$1.64		
00058513	DIAMOND VOGEL PAINT	\$23.84		
00058529	DIAMOND VOGEL PAINT	\$23.84		
00058540	DIAMOND VOGEL PAINT	\$20.50		
00058556	BAILEYS ACE HARDWARE	\$4.88		
00058574	ARCHITECTURAL GLAZING	\$167.46		
00058282	CASPER WINNELSON	\$50.29		
00058296	CASPER WINNELSON	\$108.49		
00058299	CASPER WINNELSON	\$12.32		
00058312	SUMMIT ELECTRIC, INC.	\$70.00		
00058312	SUMMIT ELECTRIC. INC	\$196.14		
00058338	SHERWIN-WILLIAMS	\$3,139.00		
00058337	TRACTOR SUPPLY	\$18.97		
00058326	SHERWIN-WILLIAMS	\$55.00		
00058586	GEORGE T SANDERS	\$48.18		
00058142	NORCO INC	\$506.17		
00058101	CASPER WINNELSON	\$84.70		
00058102	CASPER WINNELSON	\$197.46		
00058120	WW GRAINGER	\$87.59		
00058122	CASPER WINNELSON	\$105.06		
00058148	CASPER WINNELSON	\$39.00		
00058154	NORCO INC	\$399.85		
00058200	TRACTOR SUPPLY	\$2.29		
00058168	HOSE & RUBBER SUPPLY	\$278.08		
		\$6,271.23	Subtotal for Dept.	Buildings & Structures
00058412	TORRINGTON SOD FARMS	\$459.60		
00058599	CPS DISTRIBUTORS INC	\$218.49		
00058463	TAX CREDIT	(\$0.64)		
00058265	BAILEYS ACE HARDWARE	\$935.00		
00058254	THE HOME DEPOT	\$13.42		
00058216	CRUM ELECTRIC SUPPLY	\$6.20		
00058402	CASPER STAR TRIBUNE	\$99.50		
		\$1,731.57	Subtotal for Dept.	Cemetery
00058861	ATLAS OFFICE PRODUCTS	\$27.89		
00058422	BLACKSTONE GRILL	\$14.97		
00058692	TOP OFFICE PRODUCTS	\$86.00		
00058536	BEST WESTERN SHERIDAN	\$178.00		
00058325	POWDER RIVER SHREDDERS	\$72.50		
00058643	ATLAS OFFICE PRODUCTS	\$22.48		

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058644 THOMSON WEST	\$1,174.47	
00058648 THOMSON WEST	\$127.37	
00058600 THOMSON WEST	\$99.23	
	\$1,802.91	Subtotal for Dept. City Attorney
00058197 COMTRONIX	\$78.00	
	\$78.00	Subtotal for Dept. City Hall
00058219 ATLAS OFFICE PRODUCTS	\$33.88	
	\$33.88	Subtotal for Dept. City Manager
00058809 THE FLOUR BIN	\$18.00	
00058602 INT'L CODE COUNCIL INC	\$260.00	
00058659 INT'L CODE COUNCIL INC	(\$145.05)	
00056753 WYOMING CHAPTER	\$580.00	
00058786 GREAT HARVEST	\$32.25	
00058806 ALBERTSONS	\$23.45	
00058097 RICOH USA, INC	\$176.65	
00058488 SAMS CLUB	\$32.39	
00058525 BEST WESTERN PLUS PLAZA	\$244.20	
00058518 BEST WESTERN PLUS PLAZA	\$244.20	
00058119 AMBI MAIL AND MARKETING	\$389.58	
00058487 VERIZON	\$44.77	
	\$1,900.44	Subtotal for Dept. Code Enforcement
00058453 WALMART	\$47.58	
00058589 VERIZON	\$38.26	
00058719 SOURCE OFFICE	\$177.69	
00056421 POWDER RIVER SHREDDERS	\$72.50	
00057469 VERIZON	\$61.78	
00058030 GLOBALSTAR USA	\$148.01	
	\$545.82	Subtotal for Dept. Communications Center
00058328 CASPER STAR TRIBUNE	\$739.20	
00058352 CASPER STAR TRIBUNE	\$1,133.80	
00058516 SAMS CLUB.COM	\$153.44	
00058321 CASPER STAR TRIBUNE	\$142.18	
00058362 ACOUSTICMAGIC	(\$58.08)	
00058144 ATLAS OFFICE PRODUCTS	\$99.99	
00058728 EGGINGTONS	\$88.00	
00058538 VERIZON	(\$896.58)	
00058660 ALBERTSONS	\$33.96	
00058359 CASPER STAR TRIBUNE	\$138.00	
00058420 VERIZON	\$896.58	
00058121 ATLAS OFFICE PRODUCTS	\$160.50	
	\$2,630.99	Subtotal for Dept. Council
00058405 XEROX CORPORATION	\$29.28	
00058409 XEROX CORPORATION	\$139.51	
00058612 CPU IIT	\$88.40	
	\$257.19	Subtotal for Dept. Engineering
00058183 ATLAS OFFICE PRODUCTS	\$153.00	
00058527 HARBOR FREIGHT TOOLS	(\$149.93)	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058158	CASPER STAR TRIBUNE	\$170.42		
00058614	THE HOME DEPOT	\$34.33		
00058437	WATERWORKS INDUSTRIES	\$413.75		
00058565	US NET SERVICE	\$299.00		
00058666	HOSE & RUBBER SUPPLY	\$31.25		
00058323	ATLAS OFFICE PRODUCTS	\$94.79		
00058421	HARBOR FREIGHT TOOLS	\$211.97		
00058415	ATLAS OFFICE PRODUCTS	\$94.79		
00058241	ATLAS OFFICE PRODUCTS	\$54.34		
00058197	COMTRONIX	\$261.00		
00058396	DANA KEPNER	\$184.00		
00058495	THE HOME DEPOT	\$239.99		
00058118	ATLAS OFFICE PRODUCTS	\$8.36		
00058194	CASPER STAR TRIBUNE	\$201.32		
00058533	HARBOR FREIGHT TOOLS	\$109.94		
00058487	VERIZON	\$22.39		
		\$2,434.71	Subtotal for Dept.	Finance
00058639	CASPER SAFETY	\$2,150.00		
00058511	ATLAS OFFICE PRODUCTS	\$130.95		
00056760	EXXONMOBIL	\$38.27		
00058551	CASPER FIRE EXTINGUISHER	\$25.75		
00058484	EXXONMOBIL	\$34.00		
00056520	BLOEDORN LUMBER	\$133.54		
00056694	EXXONMOBIL	\$46.39		
00058475	NEVE'S UNIFORMS	\$81.65		
00058445	LN CURTIS	\$7,998.00		
00057805	THE SUPPLY CACHE	\$10.00		
00057669	CRUM ELECTRIC SUPPLY	\$80.28		
00058259	LA COCINA	\$97.12		
00058588	SAMS CLUB	\$525.81		
00058563	SAMS CLUB	\$438.40		
00057454	EXXONMOBIL	\$21.73		
00058585	WALMART	\$99.91		
00057355	EXXONMOBIL	\$51.00		
00058477	LN CURTIS	\$354.00		
00057318	BEARING BELT CHAIN	\$16.57		
00057298	EXXONMOBIL	\$24.48		
00057249	THE HOME DEPOT	\$249.70		
00057199	THE HOME DEPOT	\$23.04		
00057640	MURDOCH'S RANCH & HOME	\$528.13		
00058575	BARGREEN WYOMING	\$540.93		
00057889	CODY VOLUNTEER FIRE DEPARTMENT	\$126.00		
00056984	EXXONMOBIL	\$40.45		
00058428	LN CURTIS	\$54.00		
00058431	MURDOCH'S RANCH & HOME	\$255.20		
00057141	SUTHERLANDS	\$8.99		
00057874	NORCO INC	\$126.00		
00056510	STAPLES	\$69.99		

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00056545 ALBERTSONS	\$87.30	
00057809 BEARING BELT CHAIN	\$14.57	
00057970 TARGET	\$105.97	
00057174 EXXONMOBIL	\$35.00	
00057858 MY EDUCATIONAL	\$54.00	
00058252 ROCKY MOUNTAIN MOJOE	\$17.22	
00057821 WALMART	\$24.96	
00057899 THE FLOUR BIN -	\$80.50	
00058438 NATIONWIDE SUPPLY	\$163.96	
00058217 EXXONMOBIL	\$17.59	
00058324 WALMART	\$154.00	
00058308 MOOSE CREEK LODGE	\$199.98	
00058294 CPU IIT	\$570.00	
00058698 ECMS	\$667.87	
00057935 DANKO EMERGENCY EQUIPMENT	\$211.57	
00058654 NORCO INC	\$1,188.87	
00058283 ROCKY MOUNTAIN MOJOE	\$17.22	
00058651 NORCO INC	\$1.64	
00058583 SMITHS FOOD	\$5.98	
00057583 FEDEX	\$56.30	
00058239 ADRIANOS ITALIAN RESTAURANT	\$41.37	
00058722 EXXONMOBIL	\$54.75	
00058277 THE HOME DEPOT	\$19.97	
00058195 GLOBALSTAR USA	\$674.30	
00058227 CONOCO - CONOCO COUNTRY	\$35.01	
00058277 THE HOME DEPOT	(\$44.94)	
00058277 THE HOME DEPO	\$24.97	
00058277 THE HOME DEPOT	\$44.94	
00058206 ATLAS OFFICE PRODUCTS	\$1,254.05	
00058203 MONTANA RIB AND CHOP	\$42.85	
00057029 CAMPING WORLD	\$140.14	
00058521 EXXONMOBIL	\$54.35	
00057927 CODY VOLUNTEER FIRE DEPARTMENT	\$126.00	
00058354 INT'L CODE COUNCIL INC	\$125.00	
00058009 PEDENS INC	\$135.00	
00058000 VERIZON	\$2,090.99	
00057998 VERIZON	\$120.03	
00057942 ALBERTSONS	\$7.98	
00056610 SAFE KIDS WORLDWIDE	\$50.00	
00057268 UNITED	\$820.21	
00057915 EXXONMOBIL	\$53.06	
	\$23,924.81	Subtotal for Dept. Fire
00058164 LITESYS INC	\$467.71	
00058520 MIDLAND IMPLEMENT	\$382.84	
00058060 INTERMOUNTAIN COACH	\$261.46	
00058387 STOTZ EQUIPMENT	\$44.38	
00057912 KRAFT POWER	\$19.36	
00058493 GREINER FORD LINCOLN	\$34.60	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058224	SPENCER FLUID POWER	\$1,520.48
00058382	BEARING BELT CHAIN	\$75.23
00058464	DRIVE TRAIN CASPER	\$200.42
00058501	GREINER FORD LINCOLN	\$24.80
00058373	NORCO INC	\$14.88
00058162	WYOMING MACHINERY	\$148.60
00058160	GREINER FORD LINCOLN	\$30.16
00058152	HOSE & RUBBER SUPPLY	\$106.29
00058514	GREINER FORD LINCOLN	\$19.72
00058382	NAPA	\$991.03
00058377	WW GRAINGER	\$1.57
00058448	HOODS EQUIPMENT	\$76.23
00058478	HONNEN EQUIPMENT	\$344.77
00058423	AGP PROPANE SERVICES	\$21.36
00058103	WW GRAINGER	\$11.60
00058108	COMTRONIX	\$210.90
00058111	HONNEN EQUIPMENT	(\$774.33)
00058435	GREINER FORD LINCOLN	\$11.30
00058336	GREINER FORD LINCOLN	\$8.12
00058115	DECKER AUTO GLASS	\$62.60
00058404	SIX ROBBLEES	\$9.37
00058182	GREINER FORD LINCOLN	\$57.18
00058125	HOSE & RUBBER SUPPLY	\$253.30
00058099	HOSE & RUBBER SUPPLY	\$22.36
00058417	WYOMING MACHINERY	\$12.98
00058133	LITESYS INC	\$481.99
00058135	DECKER AUTO GLASS	\$245.71
00058091	GREINER FORD LINCOLN	\$3,996.00
00058085	GOODYEAR COMMERCIAL	\$152.00
00058082	GOODYEAR COMMERCIAL	\$1,902.00
00058474	SPENCER FLUID POWER	\$36.64
00058138	SAFETY KLEEN SYSTEMS	\$1,161.56
00058143	PURVIS INDUSTRIES	\$171.36
00058147	HONNEN EQUIPMENT	(\$16.74)
00058081	GREINER FORD LINCOLN	\$60.64
00058173	HOSE & RUBBER SUPPLY	\$72.45
00058391	MOUSER ELECTRONICS INC	\$81.39
00058076	DRIVE TRAIN	\$78.85
00058176	HOSE & RUBBER SUPPLY	\$23.14
00058655	STOTZ EQUIPMENT	\$63.60
00058502	AMAZON PRIME	\$10.99
00058522	AMAZON	\$35.59
00058557	TRI-STATE TRUCK EQUIPMENT	\$375.20
00058608	STOTZ EQUIPMENT	\$67.44
00058611	TITAN MACHINER	\$43.61
00058623	CMI-TECO	\$120.56
00058635	LARIAT INTERNATIONAL	\$77.16
00058642	BEARING BELT CHAIN	\$865.72

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058715	WW GRAINGER	\$57.66
00058653	SAFETY KLEEN SYSTEMS	\$800.16
00058399	WYDOT	\$2.36
00058658	STOTZ EQUIPMENT	(\$68.37)
00058665	STOTZ EQUIPMENT	\$68.37
00058669	MIDLAND IMPLEMENT	\$100.87
00058671	KELLYS ALIGNMENT	\$53.00
00058675	AMERI-TECH EQUIPMENT	\$500.00
00058680	GOODYEAR COMMERCIAL	\$2,328.00
00058689	HONNEN EQUIPMENT	(\$56.01)
00058275	HONNEN EQUIPMENT	\$74.68
00058646	STOTZ EQUIPMENT	\$68.37
00058187	HOSE & RUBBER SUPPLY	\$8.70
00058255	GREINER FORD LINCOLN	(\$127.78)
00058247	HOSE & RUBBER SUPPLY	\$11.04
00058246	GREINER FORD LINCOLN	\$170.94
00058231	GREINER FORD LINCOLN	(\$4.65)
00058223	WAUSAU EQUIPMENT	\$2,008.49
00058222	STOTZ EQUIPMENT	\$449.50
00058221	DRIVE TRAIN	\$86.25
00058215	JACKS TRUCK AND EQUIPMENT	\$26.92
00058260	HARTZ E&F TOWING	\$75.00
00058190	LARIAT INTERNATIONAL	\$31.47
00058399	WYDOT	\$2.36
00058258	NATRONA COUNTY TITLING	\$1.50
00058271	NATRONA CNTY WY CLERK	\$15.00
00058271	NATRONA CNTY WY CLERK	\$15.00
00058271	NATRONA CNTY WY CLERK	\$15.00
00058330	CAPITAL BUSINESS SYSTEM	\$30.00
00058399	WYDOT	\$2.36
00058399	WYDOT	\$2.36
00058399	WYDOT	\$2.36
00058721	LARIAT INTERNATIONAL	\$138.19
00058202	GREINER FORD LINCOLN	\$366.65
00058951	STOTZ EQUIPMENT	\$125.70
00058858	WYOMING MACHINERY	(\$187.93)
00058858	WYOMING MACHINERY	\$113.12
00058858	WYOMING MACHINERY	\$120.58
00058858	WYOMING MACHINERY	\$731.87
00058888	GREINER FORD LINCOLN	\$275.03
00058896	DRIVE TRAIN CASPER	\$165.29
00058898	JACKS TRUCK AND EQUIPMENT	\$37.56
00058909	WW GRAINGER	\$96.39
00058696	GREINER FORD LINCOLN	\$53.27
00058939	CENTRAL TRUCK AND DIESEL	\$170.12
00058846	GREINER FORD LINCOLN	\$8.25
00058954	BEARING BELT CHAIN	\$1,529.30
00058957	CASPER TIRE	\$13.00

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058959	GREINER FORD LINCOLN	\$173.37
00058983	VERMEER SALES & SERVICES	\$1,433.66
00058992	STOTZ EQUIPMENT	\$103.11
00058994	HOSE & RUBBER SUPPLY	\$16.43
00059013	COMPRESSION LEASING	\$13.00
00059023	GREINER FORD LINCOLN	\$225.37
00058936	WW GRAINGER	\$44.76
00058808	HOSE & RUBBER SUPPLY	\$9.43
00058739	CASPER TIRE	\$380.00
00058744	ECOMPRESSEDAIR.COM	\$299.53
00058748	CASPER TIRE	\$30.00
00058754	GREINER FORD LINCOLN	\$25.89
00058756	STOTZ EQUIPMENT	\$53.28
00058777	GREINER FORD LINCOLN	\$47.29
00058788	AMERI-TECH EQUIPMENT	\$3,121.02
00058791	GREINER FORD LINCOLN	\$11.76
00058851	GREINER FORD LINCOLN	\$7.70
00058796	ACE EQUIPMENT AND SUPPLY	\$298.50
00058847	TRI-STATE TRUCK EQUIPMENT	(\$375.22)
00058814	EQUIPMENT COMPANY	\$391.94
00058818	GREINER FORD LINCOLN	\$32.03
00058821	LARIAT INTERNATIONAL	(\$130.61)
00058832	MIDLAND IMPLEMENT	\$814.63
00058863	STOTZ EQUIPMENT	\$13.02
00058686	WATEROUS COMPANY	\$2,636.38
00058747	JB MACHINE AND MANUFACTURING	\$100.00
00058817	STOTZ EQUIPMENT	(\$68.37)
00058399	WYDOT	\$2.35
00058795	LARIAT INTERNATIONAL	\$1,642.91
00058345	SIX ROBBLEES	\$12.24
00058399	WYDOT	\$2.35
00058568	BRAKE SUPPLY COMPANY	\$1,859.76
00058487	VERIZON	\$22.39
00058577	WW GRAINGER	\$14.94
00058366	GREINER FORD LINCOLN	(\$14.84)
00058365	JACKS TRUCK AND EQUIPMENT	\$70.52
00058349	STOTZ EQUIPMENT	(\$1,118.47)
00058555	HONNEN EQUIPMENT	\$508.77
00058340	WW GRAINGER	\$44.11
00058318	GREINER FORD LINCOLN	\$409.73
00058317	DECKER AUTO GLASS	\$95.00
00058284	BRAKE SUPPLY COMPANY	\$1,029.65
00058310	HONNEN EQUIPMENT	\$90.31
00058297	HONNEN EQUIPMENT	\$498.37
00058281	FRANK J. ZAMBONI	\$35.92
00058290	CMI-TECO	\$27.63
00058289	GREINER FORD LINCOLN	\$122.85
00058287	GREINER FORD LINCOLN	(\$38.02)

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058315 DAVID TERRELL	\$200.00	
00058363 DRIVE TRAIN	\$18.22	
	\$40,530.02	Subtotal for Dept. Fleet Maintenance
00058383 ATLAS REPRODUCTION INC	\$17.15	
00058390 ATLAS OFFICE PRODUCTS	\$19.85	
00058244 ATLAS OFFICE PRODUCTS	\$39.87	
00058510 GAYLORD BROS INC	\$203.88	
00058466 MENARDS	\$10.49	
00058127 ULINE SHIP SUPPLIES	\$157.95	
00058169 ATLAS OFFICE PRODUCTS	\$56.30	
	\$505.49	Subtotal for Dept. Fort Caspar
00058458 SEARS.COM	\$81.92	
00058826 MIDLAND IMPLEMENT	\$129.00	
00058590 SUTHERLANDS	\$58.85	
00058641 BEARING BELT CHAIN	\$10.40	
00058386 SUTHERLANDS	\$56.96	
00058827 WEAR PARTS INC	\$9.27	
00058137 BRECK MEDIA GROUP	\$680.00	
00058640 MENARDS	\$195.83	
00058163 BESTWAY FIRESTONE	\$1,146.11	
00058561 SUTHERLANDS	\$23.94	
00058172 BESTWAY FIRESTONE	\$1,569.26	
00058509 TOWNSQUARE MEDIA	\$422.00	
00058497 BESTWAY FIRESTONE	\$1,582.43	
00058451 NORCO INC	\$26.48	
00058548 CPS DISTRIBUTORS INC	\$330.00	
	\$6,322.45	Subtotal for Dept. Golf Course
00058811 HOBBY-LOBBY	\$225.45	
00058424 WALMART	\$6.78	
00058819 WYOMING WORK WAREHOUSE	\$90.82	
00058560 CASPER CONTRACTORS SUPPLY	\$1,008.62	
00057559 STAPLES	\$47.24	
00058503 BLAKEMAN PROPANE INC	\$2,362.58	
00058535 CASPER CONTRACTORS SUPPLY	\$1,282.23	
00058364 MOUNTAIN WEST TELEPHONE	\$54.95	
	\$5,078.67	Subtotal for Dept. Hogadon
00058505 AUDIOCOMPLIANCE.COM	\$199.00	
	\$199.00	Subtotal for Dept. Human Resources
00058878 BECKER ARENA PRODUCTS	\$192.75	
00058267 WYOMING ECLIPSE	\$82.46	
00058292 PAPA JOHNS	\$187.78	
00058230 USPS	\$32.67	
00058870 BECKER ARENA PRODUCTS	\$28.03	
00058278 FARMER BROTHERS COFFEE	\$145.74	
00058184 WW GRAINGER	\$64.80	
00056216 DAYLIGHT DONUTS	\$18.90	
00058693 SAMS	\$10.69	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058124	GOLD MEDAL PRODUCTS	\$59.28	
00058367	VISTAR	\$80.84	
00058086	OVERHEAD DOOR	(\$2.02)	
		\$901.92	Subtotal for Dept. Ice Arena
00057778	STAPLES	\$77.43	
00057598	WESTSIDE ANIMAL HOSPITAL	\$630.11	
00057812	WALMART	\$15.44	
00057576	CAMPBELL PET COMPANY	\$443.81	
00058238	MENARDS	\$130.53	
00057547	GREAT PLAINS CLEANING	\$477.62	
00058848	WESTSIDE ANIMAL HOSPITAL	\$176.80	
00057650	WYOMING WORK WAREHOUSE	\$62.99	
00057684	BAILEYS ACE HARDWARE	\$14.69	
00058020	ANIMAL CARE EQUIPMENT	\$414.55	
00058193	BAILEYS ACE HARDWARE	\$74.49	
00058196	ATLAS OFFICE PRODUCTS	\$444.24	
00058107	VERIZON	\$379.47	
00057963	WESTSIDE ANIMAL HOSPITAL	\$448.95	
00057925	STAPLES	\$76.96	
00058021	COCA COLA BOTTLING	\$103.50	
00058032	ANIMAL CARE EQUIPMENT	\$479.46	
00058039	ANIMAL CARE EQUIPMENT	\$485.46	
00058100	BAILEYS ACE HARDWARE	\$87.00	
00058114	MURDOCH'S RANCH & HOME	\$35.98	
00058269	THE HOME DEPOT	\$8.56	
00058156	STAPLES	\$159.53	
00058491	OTC BRANDS, INC.	\$203.49	
00058228	MENARDS	\$124.97	
00058229	DECKER AUTO GLASS	\$38.60	
00058249	MENARDS	\$76.99	
00058751	NORCO INC	\$130.30	
00058270	MENARDS	\$77.76	
00058272	EXPRESS PRINTING	\$219.65	
00058274	MENARDS	\$139.52	
00058928	CAMPBELL PET COMPANY	\$470.73	
00057871	STAPLES DIRECT	\$90.29	
00058139	WALMART	\$8.94	
00058413	OTC BRANDS, INC.	\$160.97	
00058295	PRAIRIE PELLA	\$1,477.08	
00058159	NORCO INC	\$227.00	
00058471	MENARDS	\$490.00	
00057541	NORCO INC	\$422.82	
00058426	OTC BRANDS, INC.	\$77.15	
00058213	BAILEYS ACE HARDWARE	\$44.03	
00058630	CUSTOMINK LLC	\$228.25	
00058626	DISCOUNTMUGS.COM	\$453.35	
00058450	OTC BRANDS, INC.	\$39.92	
00058622	CUSTOMINK LLC	\$359.00	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00057400	CUSTOMINK LLC	\$345.60	
00058078	ANIMAL CARE EQUIPMENT	(\$127.99)	
00058319	MURDOCH'S RANCH & HOME	\$309.09	
00058332	WWW.CHALLENGECOINSLTD	\$436.80	
00058742	THE HOME DEPOT	\$51.32	
00058616	GALLS	\$230.93	
00058716	BARGREEN WYOMING	\$95.76	
00058341	CUSTOMINK LLC	\$267.60	
00058620	DISCOUNTMUGS.COM	\$485.00	
00057484	THE HOME DEPOT	\$51.87	
00058705	BAILEYS ACE HARDWARE	\$35.24	
		\$12,969.60	Subtotal for Dept. Metro Animal
00057498	ATLAS OFFICE PRODUCTS	\$27.89	
00058149	POWDER RIVER SHREDDERS	\$21.00	
00057903	ATLAS OFFICE PRODUCTS	\$84.67	
		\$133.56	Subtotal for Dept. Municipal Court
00057799	BAILEYS ACE HARDWARE	\$4.49	
00058242	SUTHERLANDS	\$7.49	
00057693	BAILEYS ACE HARDWARE	\$37.99	
00057696	THE HOME DEPOT	\$78.94	
00058233	BAILEYS ACE HARDWARE	\$18.98	
00057702	WW GRAINGER	\$63.16	
00058157	CASPER CONTRACTORS SUPPLY	\$14.90	
00057707	BAILEYS ACE HARDWARE	\$17.99	
00057736	BAILEYS ACE HARDWARE	\$35.96	
00057754	STOTZ EQUIPMENT	\$9.96	
00057838	SUTHERLANDS	\$49.82	
00057779	THE HOME DEPOT	\$42.60	
00058346	DOUBLE D WELDING	\$1,485.00	
00057814	THE HOME DEPOT	\$9.70	
00057817	BLOEDORN LUMBER	\$142.74	
00057820	BEARING BELT CHAIN	\$35.34	
00057834	STOTZ EQUIPMENT	\$35.82	
00057938	SUTHERLANDS	\$9.98	
00058094	OREILLY AUTO	\$180.94	
00057964	HOODS EQUIPMENT	\$10.25	
00057922	CPS DISTRIBUTORS	\$17.43	
00057924	BAILEYS ACE HARDWARE	\$4.99	
00057773	THE HOME DEPOT	\$32.81	
00058743	CASPER STAR TRIBUNE	\$134.88	
00058245	CPS DISTRIBUTORS INC	\$83.10	
00058515	HOODS EQUIPMENT	\$17.18	
00058034	CPS DISTRIBUTORS INC	\$176.52	
00058553	R & R REST STOPS	\$4,992.56	
00058690	MENARDS	\$13.93	
00058329	VERIZON	\$40.01	
00058743	CASPER STAR TRIBUNE	\$539.54	
00058347	THE HOME DEPOT	\$29.90	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058647	THE HOME DEPOT	\$87.68	
00058355	MICHAELS FENCE	\$3.40	
00058369	BLOEDORN LUMBER	\$56.68	
00058145	CPS DISTRIBUTORS INC	\$144.36	
00058384	BLOEDORN LUMBER	\$77.28	
00058487	VERIZON	\$145.96	
00058047	CRUM ELECTRIC SUPPLY	\$14.46	
		\$8,904.72	Subtotal for Dept. Parks
00058587	ATLANTIC ELECTRIC	\$226.60	
		\$226.60	Subtotal for Dept. Perpetual Care
00058907	ATLAS REPRODUCTION INC	\$9.00	
00058119	AMBI MAIL AND MARKETING	\$54.04	
00058119	AMBI MAIL AND MARKETING	\$106.17	
00058109	CASPER STAR TRIBUNE	\$58.56	
00058276	CASPER STAR TRIBUNE	\$413.00	
00058684	ALBERTSONS	\$23.46	
00058097	RICOH USA, INC	\$176.65	
		\$840.88	Subtotal for Dept. Planning
00057539	SUBWAY	\$9.55	
00057558	PIZZA HUT	\$5.50	
00057566	CHEYENNE LITTLE AMERICA	\$243.29	
00057589	CERTIFIED BALANCE SERVICE	\$109.00	
00057529	CHILIS	\$35.47	
00057533	SOURCE OFFICE	\$444.64	
00057587	CHEYENNE LITTLE AMERICA	\$40.92	
00058526	MCDONALD'S	\$16.20	
00058591	MICHAELS FENCE	\$3.36	
00057552	CONOCO	\$34.85	
00058737	SOURCE OFFICE	\$82.46	
00058400	APPLEBEES	\$17.81	
00057641	CHUBBY'S BAR & GRIL	\$33.40	
00058408	NAGOYA JAPANESE	\$67.14	
00057637	CHEYENNE LITTLE AMERICA	\$243.29	
00058434	APPLEBEES	\$23.30	
00057620	R & R PUMPING	\$155.92	
00057615	ARBYS	\$26.65	
00058489	SPF45	\$29.50	
00057609	CHEYENNE LITTLE AMERICA	\$30.83	
00057590	LORI EMMETT - STATE OF WY	\$50.00	
00058479	WOOLLEY'S CLASSIC	\$605.46	
00057602	EXXONMOBIL	\$30.99	
00058617	ANNIE SODA SALOON	\$42.56	
00058498	LA QUINTA INN & SUITES	\$433.55	
00058504	MACKENZIE RIVER PIZZA	\$50.00	
00058512	EXXONMOBIL	\$33.25	
00058517	FAIRFIELD INN & SUITES	\$297.57	
00057614	EXXONMOBIL	\$22.00	
00058687	ALBERTSONS	\$23.45	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00056836 DELTA	\$610.30
00056570 LORI EMMERT - STATE OF WY	\$185.00
00058645 WESTERN WYOMING LOCK	\$5.00
00056569 LORI EMMERT - STATE OF WY	\$185.00
00058661 PROUD CUT SALOON	\$60.30
00056432 CASPER ANIMAL MEDICAL	\$249.32
00056402 DELTA	\$929.10
00056360 DELTA	\$929.10
00057522 OFFICE DEPOT	\$52.49
00054586 RESPOND FIRST AID	\$37.65
00057359 MOUNTAIN STATES LITHOGRAPHING	\$97.40
00058694 ANNIE SODA SALOON	\$30.19
00058703 PIZZA HUT	\$58.14
00058724 SOURCE OFFICE	\$983.19
00054069 AMERICAN	\$315.60
00054045 AMERICAN	\$315.60
00058727 SILVER DOLLAR SPORTS	\$40.08
00058732 EXXONMOBIL	\$20.87
00058472 CENEX ZIP TRIP	\$33.02
00055673 CASPER ANIMAL MEDICAL	\$180.38
00057469 VERIZON	\$996.44
00057523 SOURCE OFFICE	\$672.82
00058392 UNO'S CHICAGO GRILL	\$14.58
00057518 TORTILLA FACTORY	\$38.42
00058462 CHIPOTLE	\$12.39
00057514 ALBANY RESTAURANT	\$61.20
00057508 FEDEX	\$8.00
00057505 EXPERIAN	\$42.83
00057489 JOHNSON ROBERTS	\$13.00
00056888 SPORTSMANS WAREHOUSE	\$39.99
00057471 VERIZON	\$40.01
00057358 COCA COLA BOTTLING	\$58.80
00057465 MOUNTAIN STATES LITHOGRAPHING	\$947.40
00057453 GALLS	\$475.04
00057447 2 DOORS DOWN	\$43.49
00057440 RICOH USA, INC	\$182.48
00057436 VERIZON	\$4,623.50
00057425 EXXONMOBIL	\$29.59
00057424 PUBLIC AGENCY TRAINING	\$325.00
00057418 BULLMANS WOOD FIRED PIZZA	\$31.75
00057524 HARTZ E&F TOWING	\$442.50
00057486 JOHNSON ROBERTS	\$91.00
00057948 OTG MANAGEMENT MIDWEST	\$13.99
00058057 COCA COLA BOTTLING	\$90.30
00058589 VERIZON	\$993.64
00058593 VERIZON	\$40.01
00058031 SOHO SUSHI	\$41.31
00058017 SPORTSMANS WAREHOUSE	\$26.24

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00057984	RESPOND FIRST AID	\$150.28
00058470	CHUBBY'S BAR & GRILL	\$32.00
00058613	MOUNTAIN STATES LITHOGRPHING	\$137.22
00057865	BARROW'S GOURMET	\$7.80
00057954	SUNOCO	\$8.52
00058546	SAFARILAND, LLC	(\$4.04)
00057939	STARBUCKS	\$5.09
00057934	LEMON GRASS THAI	\$22.16
00057931	ALAMO RENT-A-CAR	\$85.34
00057926	POPEYES	\$10.99
00057921	STEAK-N-SHAKE	\$6.72
00057906	CASPER NATRONA COUNTY PARKING	\$20.00
00057900	STARBUCKS	\$9.41
00057892	DELTA	\$25.00
00057890	HQ SOUTHERN BBQ LLC	\$64.00
00057960	BEST WESTERN TAMPA	\$8.10
00056641	ASSOCIATION OF CERTIFIED FRAUD	(\$75.05)
00058731	ATLAS OFFICE PRODUCTS	\$98.06
00058494	CASPER ANIMAL MEDICAL	\$134.89
00058357	MOUNTAIN STATES LITHOGRAPHING	\$766.21
00058460	ADVANCED CHIROPRACTIC	\$45.00
00058562	TRANSUNION	\$112.00
00058567	VERIZON	\$9,216.42
00058579	BAILEYS ACE HARDWARE	\$12.99
00058582	SPORTSMANS WAREHOUSE	\$29.97
00057376	EXPEDIA	\$280.34
00058580	RICOH USA, INC	\$531.06
00058166	REMINGTON ARMS COMPANY	\$13.78
00058117	INTL ASSOCIATION OF PROPERTY	\$50.00
00057563	BURGER KING	\$14.73
00057612	LORI EMMETT - STATE OF WY	\$50.00
00058430	DANNER-LACROSSE	\$350.00
00058291	JERRY POST, PS	\$300.00
00058266	COCA COLA BOTTLING	\$51.45
00058165	LITTLE CAESARS	\$15.73
00058532	SAFARILAND, LLC	\$84.00
00058130	INTL ASSOCIATION OF CHIEFS	\$200.00
00058632	HARTZ E&F TOWING	\$570.00
00058447	INTL ASSOCIATION OF CHIEFS	\$75.00
00057762	STAPLES	\$20.99
00057765	CAT CORA GOURMET MARKET	\$13.24
00057661	NOLAND FEED INC.	\$75.20
00058301	CHILIS	\$46.74
00058305	BULLMANS WOOD FIRED PIZZA	\$51.00
00058311	WOOLLEY'S CLASSIC	\$29.87
00058253	MAVERIK	\$12.71
00057662	CASPER ANIMAL MEDICAL	\$163.55
00058307	CHIPOTLE	\$10.40

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00057680	SAMS CLUB	\$50.21		
00057703	PUBLIC AGENCY	\$150.00		
00057741	FEDEX OFFICE	\$89.80		
00057756	BEST BUY	\$36.73		
00057751	ILLY COFFEE	\$14.82		
00058316	DIVISION OF CRIMINAL INVESTIGA	\$70.00		
00058361	APPLEBEES GATE	\$18.47		
00057768	HAT SIX TRAVEL CENTER	\$48.98		
00058389	CHILIES	\$22.35		
00058378	SHARIS OF CHEYENNE	\$13.00		
00057786	DELTA	\$25.00		
00057830	BEST WESTERN TAMPA	\$359.87		
00057784	THE HOME DEPOT	\$129.00		
00058174	DASH MEDICAL GLOVES	\$304.50		
00058204	BURGER KING	\$15.98		
00058205	CONOCO - TOWN PUMP	\$14.66		
00058225	UNO'S CHICAGO GRILL	\$17.58		
00057862	WYOMINGS RIB CHOPS	\$13.54		
00058381	TORTILLA FACTORY	\$7.25		
		\$34,295.97	Subtotal for Dept.	Police
00058084	CDW GOVERNMENT	\$453.57		
00057818	CDW GOVERNMENT	\$358.42		
00057745	CDW GOVERNMENT	\$94.03		
00058710	HENSLEY BATTERY	\$433.30		
00058050	HENSLEY BATTERY	\$196.08		
00057504	CDW GOVERNMENT	\$682.19		
00058037	WPSANTENNAS.COM	\$90.90		
00057267	HENSLEY BATTERY	\$196.08		
		\$2,504.57	Subtotal for Dept.	Police Equipment
00057642	DELTA	\$25.00		
00056638	CONFERENCE CRIME AGAINST WOMEN	\$920.00		
00056716	SOUTHWEST	\$271.90		
00058738	SOURCE OFFICE	\$10.30		
00057606	QDOBA	\$11.11		
00056705	SOUTHWEST	\$271.90		
00057608	DELTA	\$25.00		
00058167	ONLINE WEB SERVICES	\$800.00		
00057390	EXPEDIA LOCAL EXPERT	\$18.00		
00057638	DOUBLETREE BY HILTON	\$498.00		
00057625	DOUBLETREE FOOD/BEVERAGE	\$18.05		
00057391	HILTON TROPICS GRILL	\$18.98		
00057627	MCO CAMDEN FOOD GATES	\$13.89		
00057629	DOUBLETREE BY HILTON	\$495.00		
00057647	DOUBLETREE BY HILTON	\$495.00		
00057419	HILTON TROPICS GRILL	\$17.98		
00057542	DOUBLETREE	\$4.31		
00057540	HILTON MARKETPLACE	\$8.01		
00057560	DELTA	\$25.00		

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00057532	BRICKHOUSE-I-DRIVE	\$148.62	
00057569	DOUBLETREE BY HILTON	\$495.00	
00057578	UNITED	\$25.00	
00057491	YARD HOUSE	\$216.18	
00057644	QDOBA	\$11.11	
00057594	CHICK-FIL-A	\$24.71	
00057469	VERIZON	\$80.02	
00057456	SILVER FOX STEAKHOUSE	\$666.18	
00057434	HILTON MARKETPLACE	\$10.92	
00057433	HILTON MARKETPLACE	\$15.50	
00057368	LAFAYETTES ORLANDO	\$44.28	
00057385	CHICK-FIL-A	\$8.85	
00057334	UNITED	\$50.00	
00057336	LAFAYETTES ORLANDO	\$43.28	
00057356	UNITED	\$25.00	
00057601	DELTA	\$25.00	
00057366	CORNER STORE	\$33.92	
00057429	HILTON TROPICS GRILL	\$41.08	
00057488	DOUBLETREE FOOD	\$20.13	
00057600	DELTA	\$25.00	
00057553	STARBUCKS	\$30.20	
00057403	EXPEDIA LOCAL EXPERT	\$18.00	
00057407	BUBBA GUMP ORLANDO	\$216.41	
00057417	EXPEDIA LOCAL EXPERT	\$18.00	
00058073	CONFERENCE CRIMES AGAINST WOMEN	\$980.00	
00056980	PEDENS INC	\$65.00	
00057367	LAFAYETTES ORLANDO	\$47.41	
00057389	HILTON TROPICS GRILL	\$38.34	
00058572	CPU IIT	\$4,193.90	
00058589	VERIZON	\$80.02	
00057393	UNITED	\$25.00	
		\$11,669.49	Subtotal for Dept. Police Grants
00058334	SERVPRO OF CASPER	\$805.18	
		\$805.18	Subtotal for Dept. Property & Liability Insurance
00058230	USPS	\$39.81	
00058604	S&S WORLDWIDE	\$88.85	
00058459	NORCO INC	\$3.68	
00058267	WYOMING ECLIPSE	\$247.38	
00058627	ADBAY.COM	\$25.00	
00058631	WALMART	\$7.72	
00058418	WALMART	\$21.26	
00058440	NORCO INC	\$493.05	
00058664	SAMS CLUB	\$98.14	
00058664	SAMS CLUB	\$39.88	
00058683	MARTIN-RAY LAUNDRY	\$12.06	
00058543	SPORTSMITH	\$68.90	
00057332	TARGET	\$8.00	
00057492	TARGET	\$44.18	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058804	FACEBOOK	\$49.34		
00058750	FACEBOOK	\$25.01		
00057973	WALMART	\$15.00		
00058116	PIONEER PRINTING	\$613.59		
00058116	PIONEER PRINTING	\$500.00		
00058763	STAPLES	\$27.99		
		\$2,428.84	Subtotal for Dept.	Recreation
00058419	AIRGAS CENTRAL	\$262.60		
00058596	DRIVERCHECK-SERVICECHECK	\$345.00		
00058199	BAILEYS ACE HARDWARE	\$176.93		
00056241	HOLIDAY INN EXPRESS	\$54.83		
00058288	CMI-TECO	\$1,313.23		
00058285	WYOMING STEEL	\$5,439.30		
00058279	CMI-TECO	\$1,335.62		
00058192	LOVE S COUNTRY	\$92.00		
00058419	AIRGAS CENTRAL	\$75.02		
00058136	CASPER TIRE	\$32.50		
00058201	JACKS TRUCK AND EQUIPMENT	\$377.53		
00058236	DECKER AUTO GLASS	\$293.91		
00058234	KART-MAN, LLC	\$796.72		
00058454	CITY OF CHEYENNE	\$58.40		
00058370	HARBOR FREIGHT TOOLS	\$100.94		
00058322	BAILEYS ACE HARDWARE	\$43.98		
00058443	CMI-TECO	\$175.95		
00058351	AIRGAS CENTRAL	\$212.28		
00058432	CMI-TECO	\$829.54		
00056158	DELTA	\$310.65		
00058335	SHERWIN-WILLIAMS	\$65.34		
00056316	HOLIDAY INN EXPRESS	\$55.28		
00056111	DELTA	\$5.00		
00058697	CASPER TIRE	\$80.00		
00058629	STAPLES	\$19.99		
00058482	CMI-TECO	\$751.77		
00058465	WESTERN SLING	\$418.00		
00058456	SUTHERLANDS	\$19.29		
00057949	HARBOR FREIGHT TOOLS	\$138.51		
00058446	CMI-TECO	\$585.01		
00057305	HOLIDAY INN EXPRESS	\$54.01		
00057313	HOLIDAY INN EXPRESS	\$54.01		
00056239	CHICK-FIL-A	\$8.42		
		\$14,581.56	Subtotal for Dept.	Refuse Collection
00058895	NEVEREST EQUIPMENT	\$328.82		
00058476	NEVEREST EQUIPMENT	\$7,263.78		
00058879	TOWNSQUARE MEDIA	\$356.00		
00058810	BEARING BELT CHAIN	\$6.28		
00058735	FASTENAL COMPANY	\$3.00		
00058015	VARIDESK	\$490.00		
00058708	CASPER CONTRACTORS SUPPLY	\$14.54		

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058704	NORCO INC	\$51.46		
00058674	WATERWORKS INDUSTRIES	\$897.50		
00058674	WATERWORKS INDUSTRIES	\$4,291.00		
00058691	CASPER CONTRACTORS SUPPLY	\$46.96		
00057796	PURVIS INDUSTRIES	\$53.16		
00058155	WESTERN WYOMING LOCK	\$233.58		
00058198	WALMART	\$12.97		
00057988	BLOEDORN LUMBER CASPER	\$322.00		
00058026	ALSCO INC.	\$225.44		
00057962	THE HOME DEPOT	\$57.10		
00057985	BLOEDORN LUMBER CASPER	\$322.00		
00058015	VARIDESK	\$195.00		
00057952	NORCO INC	\$9.27		
00057940	WALMART	\$29.94		
00058625	BAILEYS ACE HARDWARE	\$43.16		
00058218	HOSE & RUBBER SUPPLY	\$26.41		
00058487	VERIZON	\$22.39		
		\$15,301.76	Subtotal for Dept.	Sewer
00058028	NORCO INC	\$26.33		
00058068	ALSCO INC.	\$665.04		
00058746	CASPER STAR TRIBUNE	\$479.56		
00058918	CONCRETE STABILIZATION	\$1,275.00		
00058825	MENARDS	\$27.89		
00058211	WESTERN EMULSIONS INC	\$2,857.50		
00058185	WAGNER'S OUTDOOR	\$242.04		
00058487	VERIZON	\$22.39		
00058882	CASPER CONTRACTORS SUPPLY	\$546.40		
00057722	SHERWIN WILLIAMS	\$55.04		
00058714	BEARING BELT CHAIN	\$21.97		
00058615	OREILLY AUTO	\$5.37		
00058313	TOP OFFICE PRODUCTS	\$86.64		
		\$6,311.17	Subtotal for Dept.	Streets
00058783	CASPER STAR TRIBUNE	\$208.90		
		\$208.90	Subtotal for Dept.	Traffic
00058128	STAPLES	\$10.49		
00058189	BAILEYS ACE HARDWARE	\$131.56		
00058444	VARIDESK	\$555.00		
00058286	CPS DISTRIBUTORS INC	\$12.50		
00058309	DEWITT WATER	\$27.00		
00058208	FASTENAL COMPANY	\$234.99		
00058441	FERGUSON ENTERPRISES	\$3.60		
00058879	TOWNSQUARE MEDIA	\$356.00		
00058948	SHERWIN-WILLIAMS	\$56.15		
00058908	CONOCO - HOMAX OIL	\$39.81		
00058090	ATLAS OFFICE PRODUCTS	\$630.53		
00058089	BAILEYS ACE HARDWARE	\$13.99		
00058088	THE UPS STORE	\$126.87		
00058350	DIAMOND VOGEL PAINT	\$26.80		

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058755	VIBRALIGN INC	\$718.54	
00058707	WW GRAINGER	\$71.52	
00058250	SAMS CLUB	\$70.50	
00058376	WW GRAINGER	\$36.08	
00058151	LUBRICATION ENGINEERS	\$254.45	
00058547	LOAF N JUG	\$19.22	
00058487	VERIZON	\$44.77	
00058609	PACE ANALYTICAL SERVICE	\$30.00	
00058606	PACE ANALYTICAL SERVICE	\$1,021.00	
00058232	CASPER CONTRACTORS SUPPLU	\$961.78	
00058745	ATLAS OFFICE PRODUCTS	\$229.10	
00058933	STOTZ EQUIPMENT	\$38.46	
00058594	WATERWORKS INDUSTRIES	\$2,700.96	
00058853	CONOCO - HOMAX OIL	\$13.05	
00058569	WATERWORKS INDUSTRIES	\$2,700.96	
00058564	BAILEYS ACE HARDWARE	\$64.03	
00058559	CASPER CONTRACTORS SUPPLY	\$152.63	
00058146	CERILLIANT CORPORATION	\$48.50	
00058815	NORCO INC	\$865.00	
00058925	BLOEDORN LUMBER	\$13.04	
00058524	DIAMOND VOGEL PAINT	\$32.29	
00058523	BAILEYS ACE HARDWARE	\$91.92	
00058490	CK MECHANICAL	\$300.00	
00058662	LOU'S GLOVES INC	\$415.00	
00058752	STOTZ EQUIPMENT	\$48.58	
00058781	BAILEYS ACE HARDWARE	\$9.77	
00058209	CRUM ELECTRIC SUPPLY	\$4,488.00	
00058314	WW GRAINGER	\$192.24	
		\$17,856.68	Subtotal for Dept. Waste Water
00058792	ENERGY LABORATORIES	\$340.00	
00058929	CDW GOVERNMENT	\$194.80	
00058831	SUTHERLANDS	\$9.99	
00058153	SUTHERLANDS	\$8.99	
00058262	WALMART	\$8.40	
00058857	NORCO INC	\$82.35	
00058852	ATLAS OFFICE PRODUCTS	\$20.77	
00058603	MOUNTAIN STATES LITHOGRAPHING	\$47.33	
00058243	LITTLE CAESARS	\$20.97	
00058854	CONOCO - HOMAX OIL	\$48.42	
00058657	CASPER CONTRACTORS SUPPLY	\$190.08	
00058859	ATLAS OFFICE PRODUCTS	\$41.47	
00058220	CASPER STAR TRIBUNE	\$232.72	
00058734	CPS DISTRIBUTORS INC	\$100.49	
00058839	UNION WIRELESS	\$130.21	
00058706	GREAT PLAINS CLEANING	\$26.92	
00058487	VERIZON	\$71.04	
00058080	MICHAELS FENCE	\$25.32	
00058911	HOSE & RUBBER SUPPLY	\$23.48	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058095	WALMART	\$4.12	
00058397	SAMS CLUB	\$321.81	
00058947	HARBOR FREIGHT TOOLS	\$37.97	
00058757	CASPER STAR TRIBUNE	\$477.27	
00058761	CASPER STAR TRIBUNE	\$109.19	
00058483	MOUNTAIN STATES LITHOGRAPHING	\$116.05	
00058761	CASPER STAR TRIBUNE	\$109.19	
00058298	ENERGY LABORATORIES	\$340.00	
00058824	NORCO INC	\$23.28	
00058598	HARBOR FREIGHT TOOLS	\$99.98	
00058757	CASPER STAR TRIBUNE	\$235.07	
00058425	TOP OFFICE PRODUCTS	\$107.79	
00058427	UNITED STATES WELDING	\$19.23	
00058578	ENERGY LABORATORIES	\$20.00	
00058449	SUTHERLANDS	\$5.58	
00058188	USPS	\$19.70	
00058943	DANA KEPNER COMPANY	\$84.00	
00058300	ENERGY LABORATORIES	\$125.00	
00058251	THE HOME DEPOT	\$210.98	
00058398	ENERGY LABORATORIES	\$20.00	
00058342	HOSE & RUBBER SUPPLY	\$51.48	
00058624	WW GRAINGER	\$11.76	
00058237	ATLAS OFFICE PRODUCTS	\$8.29	
00058374	ENERGY LABORATORIES	\$340.00	
00058388	FERGUSON ENTERPRISES	\$7.45	
00058785	ATLAS OFFICE PRODUCTS	\$17.76	
00058256	THE HOME DEPOT	(\$17.82)	
00058379	ENERGY LABORATORIES	\$20.00	
		\$4,548.88	Subtotal for Dept. Water
00058576	UPS	\$146.86	
00058605	CASPER STAR TRIBUNE	\$43.54	
00058240	ENERGY LABORATORIES	\$75.00	
00058730	CRUM ELECTRIC SUPPLY	\$20.01	
00058534	ROSEMOUNT ANALYTICAL	\$447.66	
00058235	INTERMOUNTAIN MOTOR	\$352.93	
00058226	ENERGY LABORATORIES	\$225.00	
00058816	WEAR PARTS INC	\$226.31	
00058597	ENERGY LABORATORIES	\$37.00	
00058650	BOBCAT OF CASPER	\$93.01	
00058637	WW GRAINGER	\$211.50	
00058601	WW GRAINGER	\$19.95	
00058649	ENERGY LABORATORIES	\$300.00	
00058842	DANA KEPNER CO.	\$540.00	
00058257	NEWARK US	\$31.23	
00058776	NORCO INC	\$25.46	
00058273	ENERGY LABORATORIES	\$75.00	
00058268	ENERGY LABORATORIES	\$225.00	
00058685	ALBERTSONS	\$58.93	

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

P-CARD VENDORS

00058487	VERIZON	\$22.39	
00058633	ENERGY LABORATORIES	\$225.00	
00058343	HARBOR FREIGHT TOOLS	\$14.99	
00058186	SUTHERLANDS	\$9.85	
00058177	MENARDS	\$19.95	
00058740	MENARDS	\$186.77	
00058170	MENARDS	(\$4.99)	
00058395	DANA KEPNER COMPANY	\$709.20	
00058920	WEAR PARTS INC	\$17.08	
00058919	HOSE & RUBBER SUPPLY	\$72.39	
00058161	ATLAS OFFICE PRODUCTS	\$279.09	
00058293	UPS	\$55.42	
00058141	USPS	\$6.51	
00058140	XEROX CORPORATION	\$231.83	
00058110	COASTAL CHEMICAL	\$83.26	
00058106	ATLAS OFFICE PRODUCTS	\$44.34	
00058083	CASPER STAR TRIBUNE	\$48.28	
00058856	LARSON DATA COMPANY	\$230.50	
00058207	BEN MEADOWS	\$186.68	
00058210	ENERGY LABORATORIES	\$20.00	
00058780	HARBOR FREIGHT TOOLS	\$29.98	
00058394	ATLAS OFFICE PRODUCTS	\$27.20	
00058403	SUTHERLANDS	\$10.99	
00058407	ATLAS OFFICE PRODUCTS	\$84.12	
00058442	USPS	\$22.05	
00058356	WALMART	\$15.12	
00058452	FERGUSON ENTERPRISES	\$22.26	
00058774	WEAR PARTS INC	\$24.26	
		\$5,848.91	Subtotal for Dept. Water Treatment Plant
00058113	THE HOME DEPOT	\$12.49	
00057972	MURDOCH'S RANCH & HOME	\$145.96	
00058079	BAILEYS ACE HARDWARE	\$20.95	
00057840	AMAZON	\$167.92	
00057827	WYOMING GROUNDS KEEPER	\$1,820.00	
00058098	HOSE & RUBBER SUPPLY	\$23.01	
00057920	MURDOCH'S RANCH & HOME	\$55.99	
00057980	TRACTOR SUPPLY	\$3.18	
00058485	WALMART	\$107.76	
00058385	SIMPLIT PARTNERS	\$6,715.00	
00057955	WW GRAINGER	\$49.87	
		\$9,122.13	Subtotal for Dept. Weed And Pest
		\$292,885.33	Subtotal for Vendor

PEAK GEOSOLUTIONS/ SOLID WASTE PROFESSIONALS

2017.20	CELL #4 LINER REPAIR	\$1,500.00	
		\$1,500.00	Subtotal for Dept. Balefill
		\$1,500.00	Subtotal for Vendor

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

PEPPER TANK & CONTRACTING

91232 MAST FOR DATA ON LODGGE	\$430.00		
	\$430.00	Subtotal for Dept.	Hogadon
91264 CONVEYOR SHROUD WEAR RING	\$90.00		
91249 CENTRIFUGE CUARDS DWB	\$400.00		
	\$490.00	Subtotal for Dept.	Waste Water
	\$920.00	Subtotal for Vendor	

PEPSI COLA OF CASPER

2199017845 PRODUCT	\$74.65		
	\$74.65	Subtotal for Dept.	Ice Arena
	\$74.65	Subtotal for Vendor	

POSTAL PROS SOUTHWEST INC

3733 UTILITY BILLING FEES	\$2,541.61		
3722 UTILITY BILLING FEES	\$2,692.19		
41446 WEB	\$3,483.71		
	\$8,717.51	Subtotal for Dept.	Finance
	\$8,717.51	Subtotal for Vendor	

PUBLIC SAFETY COMMUNICATIONS CENTER

734/151604 MONTHLY USER FEE	\$1,954.30		
	\$1,954.30	Subtotal for Dept.	Metro Animal
1276/151605 MONTHLY USER FEES	\$542.86		
	\$542.86	Subtotal for Dept.	Water
	\$2,497.16	Subtotal for Vendor	

RAFTELIS FINANCIAL CONSULTANTS INC

CAWY1702-03 SYSTEM INVESTMENT CHARGE/COST	\$889.07		
	\$889.07	Subtotal for Dept.	Sewer
CAWY1702-03 SYSTEM INVESTMENT CHARGE/COST	\$889.07		
	\$889.07	Subtotal for Dept.	Waste Water
CAWY1702-03 SYSTEM INVESTMENT CHARGE/COST	\$1,354.01		
	\$1,354.01	Subtotal for Dept.	Water
	\$3,132.15	Subtotal for Vendor	

RANDY HUNT

RIN0027700 UTILITY REFUND	\$51.14		
	\$51.14	Subtotal for Dept.	Water
	\$51.14	Subtotal for Vendor	

RECYCLED MATERIALS, LLC.

0973 DEMOLITION	\$3,550.00		
	\$3,550.00	Subtotal for Dept.	CDBG
	\$3,550.00	Subtotal for Vendor	

RECYKLING INDUSTRIAL REPAIRS, INC

1123 BALER RELINE	\$33,425.00		
-------------------	-------------	--	--

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

RECYKLING INDUSTRIAL REPAIRS, INC

\$33,425.00 Subtotal for Dept. Balefill
\$33,425.00 Subtotal for Vendor

RICHARD SCHWAHN

RIN0027691 EUTHANASIA STAFF TRAINING

\$1,200.00
\$1,200.00 Subtotal for Dept. Metro Animal
\$1,200.00 Subtotal for Vendor

RICHARD YOUNG

RIN0027612 MILEAGE REIMBURSEMENT

\$86.13
\$86.13 Subtotal for Dept. Fort Caspar
\$86.13 Subtotal for Vendor

ROBERT GRANT

RIN0027693 BOOT REIMBURSEMENT

\$65.62
\$65.62 Subtotal for Dept. Streets
\$65.62 Subtotal for Vendor

ROCKY MOUNTAIN POWER

RIN0027670 ELECTRICITY

\$13.76

RIN0027712 ELECTRICITY

\$338.64

\$352.40 Subtotal for Dept. Balefill

AP00016805261712 ELECTRICITY

\$179.91

\$179.91 Subtotal for Dept. Buildings & Structures

AP00023605261712 ELECTRICITY

\$56.87

AP00018105261712 ELECTRICITY

\$3,006.01

\$3,062.88 Subtotal for Dept. Parks

AP00017405261712 ELECTRICITY

\$146.75

\$146.75 Subtotal for Dept. Streets

AP00016605261712 ELECTRICITY

\$26,264.19

\$26,264.19 Subtotal for Dept. Waste Water

RIN0027695 ELECTRICITY

\$8,285.98

RIN0027695 ELECTRICITY

\$39,059.17

\$47,345.15 Subtotal for Dept. Water Treatment Plant

\$77,351.28 Subtotal for Vendor

RYAN ATKINS

3284 TRAFFIC WRAP

\$200.00

\$200.00 Subtotal for Dept. Parks

\$200.00 Subtotal for Vendor

RYAN, TYLER

0028750786 UTILITY REFUND

\$52.45

\$52.45 Subtotal for Dept. Water

\$52.45 Subtotal for Vendor

SAM DUNNUCK

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

SAM DUNNUCK

123266 CLOTHING REIMBURSEMENT

\$146.90

\$146.90 Subtotal for Dept. Police

\$146.90 Subtotal for Vendor

SAM PARSON'S UPHOLSTERY

674059 REUPHOLSER 2 SEAT CUSIONS

\$244.25

674064 REPLACE VINYL

\$158.00

\$402.25 Subtotal for Dept. Fleet Maintenance

\$402.25 Subtotal for Vendor

SCHULTE, ROGER

0028750782 UTILITY REFUND

\$36.81

\$36.81 Subtotal for Dept. Water

\$36.81 Subtotal for Vendor

SCS FIELD SERVICE

0028707375 UTILITY REFUND

\$27.66

\$27.66 Subtotal for Dept. Water

\$27.66 Subtotal for Vendor

SEAN INGLEDEW

2410 BOOT REIMBURSEMENT

\$73.80

\$73.80 Subtotal for Dept. Sewer

\$73.80 Subtotal for Vendor

SENIOR PATIENT ADVOCATES

2017-0306 OTHER CONTRACTUAL

\$450.00

\$450.00 Subtotal for Dept. Health Insurance

\$450.00 Subtotal for Vendor

SHANNON DALEY

31010 CLOTHING REIMBURSEMENT

\$208.36

\$208.36 Subtotal for Dept. Police

\$208.36 Subtotal for Vendor

SHAWN BARRETT

RIN0027702 TRAVEL EXPENSES

\$46.48

\$46.48 Subtotal for Dept. Code Enforcement

\$46.48 Subtotal for Vendor

SKYLINE RANCHES

RIN0027676 201 SEWER

\$944.62

RIN0027676 201 SEWER

(\$94.46)

\$850.16 Subtotal for Dept. Sewer

RIN0027676 201 SEWER

(\$749.66)

(\$749.66) Subtotal for Dept. Waste Water

\$100.50 Subtotal for Vendor

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

SPARGUR, TONYA

0028750779 UTILITY REFUND

\$77.68
\$77.68 Subtotal for Dept. Water
\$77.68 Subtotal for Vendor

STAR LINE FEEDS

244024 PET FOOD

\$529.20
\$529.20 Subtotal for Dept. Metro Animal
\$529.20 Subtotal for Vendor

STEALTH PARTNER GROUP

RIN0027711 MEDICAL STOP LOSS

\$55,967.14
\$55,967.14 Subtotal for Dept. Health Insurance
\$55,967.14 Subtotal for Vendor

STELLAR PROGRAMMING & CONSULTING

2229 LITTER ABATE

\$1,320.00
\$1,320.00 Subtotal for Dept. Balefill

2229 WORK ORDER SYSTEM

\$990.00
\$990.00 Subtotal for Dept. Refuse Collection
\$2,310.00 Subtotal for Vendor

STOTZ EQUIPMENT

E02844 USED JOHN DEERE GATOR

\$24,959.11
\$24,959.11 Subtotal for Dept. Parks
\$24,959.11 Subtotal for Vendor

SWI, LLC

RIN0027723 GATE IMPROVEMENTS

\$5,120.00
\$5,120.00 Subtotal for Dept. Balefill
\$5,120.00 Subtotal for Vendor

TIFFANY ELHART

RIN0027686 VICTIM WITNESS TRAINING

\$17.57
\$17.57 Subtotal for Dept. Police Grants
\$17.57 Subtotal for Vendor

TRACY SPARSHOTT

RIN0027688 METH CONFERENCE SPEAKER FEE

\$2,048.92
\$2,048.92 Subtotal for Dept. Police Grants
\$2,048.92 Subtotal for Vendor

TRIHYDRO CORP.

0119017 BROWNFIELDS ASSESSMENT GRANT

\$4,238.75

0118121 BROWNFIELDS ASSESSMENT GRANT

\$4,501.50

0119016 BROWNFIELDS ASSESSMENT GRANT

\$4,539.99

0118123 BROWNFIELDS ASSESSMENT GRANT

\$6,550.50

\$19,830.74 Subtotal for Dept. Planning

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

TRIHYRO CORP.

\$19,830.74 Subtotal for Vendor

URBAN INTERACTIVE STUDIO, LLC

USI-INV-11370 GENERATION CASPER WEBSITE

\$250.00

\$250.00 Subtotal for Dept. Planning

\$250.00 Subtotal for Vendor

VICKI SCHULER

RIN0026865 TUITION REIMBURSEMENT

\$792.65

\$792.65 Subtotal for Dept. Fire

\$792.65 Subtotal for Vendor

VISION SVC. PLAN

803740465 BENEFIT PAYABLE

\$1,474.76

803740466 COBRA CONTRIBUTIONS

\$64.84

\$1,539.60 Subtotal for Dept. Health Insurance

\$1,539.60 Subtotal for Vendor

WADE WOHL

2406 REIMBURSE TANKER ENDORSEMENT

\$20.00

\$20.00 Subtotal for Dept. Sewer

\$20.00 Subtotal for Vendor

WAMCO LABS, INC.

13343 DMRQA STUDY 37

\$380.00

13330 WET TESTING CERIODAPH ONLY

\$200.00

13228 WET TEST MINNOW ONLY

\$1,800.00

\$2,380.00 Subtotal for Dept. Waste Water

\$2,380.00 Subtotal for Vendor

WARDELL, BRANDON/AMANDA

0028707373 UTILITY REFUND

\$7.59

\$7.59 Subtotal for Dept. Water

\$7.59 Subtotal for Vendor

WASTE WATER TREATMENT

1337/151611 MONTHLY SUMP CLEANING

\$600.00

\$600.00 Subtotal for Dept. Balefill

1276/152257 201 SEWER

\$274,420.55

\$274,420.55 Subtotal for Dept. Sewer

\$275,020.55 Subtotal for Vendor

WEST PLAINS ENGINEERING, INC.

BC15031-1017 FY16 CEC CHILLER REPLACEMENT

\$1,290.00

\$1,290.00 Subtotal for Dept. Casper Events Center

\$1,290.00 Subtotal for Vendor

WESTLAND PARK-RED BUTTES IMPROVEMENT & SVC.

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

WESTLAND PARK-RED BUTTES IMPROVEMENT & SVC.

RIN0027677 201 SEWER	\$3,425.00	
RIN0027677 201 SEWER	(\$342.50)	
	\$3,082.50	Subtotal for Dept. Sewer
RIN0027677 201 SEWER	(\$2,468.72)	
	(\$2,468.72)	Subtotal for Dept. Waste Water
	\$613.78	Subtotal for Vendor

WILLIAMS, PORTER, DAY & NEVILLE, P.C.

77470 LEGAL	\$610.00	
	\$610.00	Subtotal for Dept. Property & Liability Insurance
	\$610.00	Subtotal for Vendor

WILLS, KELLY

0028750785 UTILITY REFUND	\$50.93	
	\$50.93	Subtotal for Dept. Water
	\$50.93	Subtotal for Vendor

WLC ENGINEERING - SURVEYING - PLANNING

2017-10385 WEST CASPER ZONE II WATER	\$1,823.63	
2017-10385 WEST CASPER ZONE II WATER	\$3,702.52	
	\$5,526.15	Subtotal for Dept. Water
	\$5,526.15	Subtotal for Vendor

WY. LAW ENFORCEMENT ACADEMY

S-10112 ADVANCED FIRE ARMS TRAINING	\$550.00	
	\$550.00	Subtotal for Dept. Police
	\$550.00	Subtotal for Vendor

WY. RENTS, LLC.

85740-3 USED GENIE AERIAL MAN-LIFT	\$35,540.00	
	\$35,540.00	Subtotal for Dept. Balefill
	\$35,540.00	Subtotal for Vendor

WYOMING ECLIPSE FESTIVAL

2031 ECLIPSE FEST STAFF/SUPPLIES	\$20,000.00	
	\$20,000.00	Subtotal for Dept. Council
	\$20,000.00	Subtotal for Vendor

YOUTH CRISIS CENTER CORP.

APRIL2017 FUNDING	\$4,505.51	
	\$4,505.51	Subtotal for Dept. Social Community Services
	\$4,505.51	Subtotal for Vendor

ZAC LOWNDES

33886266 CLOTHING REIMBURSEMENT	\$251.69	
	\$251.69	Subtotal for Dept. Police
	\$251.69	Subtotal for Vendor

Bills and Claims

City of Casper

17-May-17 to 06-Jun-17

Grand Total **\$2,395,579.62**

Approved By:

On:

CITY of CASPER, WYOMING
 BILLS and CLAIMS ADDENDUM
 Council Meeting
 06/06/17

Payroll Disbursements

5/18/17	CITY PAYROLL	\$	1,132,606.16
5/18/17	BENEFITS & DEDUCTIONS	\$	178,928.58
5/19/17	FIRE PAYROLL	\$	164,815.80
5/19/17	BENEFITS & DEDUCTIONS	\$	28,199.27
5/22/17	EXCEPTION PAYROLL	\$	463.50
5/22/17	BENEFITS & DEDUCTIONS	\$	60.25

Total Payroll \$ 1,505,073.56

Additional Fees

Total Fees \$ -

Additional AP

5/11/17	Ron White - Ticket Sales, wire to Global Spectrum	\$	79,653.00
5/11/17	Various shows - Refund Deposits to Global Spectrum	\$	6,400.00
5/11/17	Prewrits - utility refunds, Sales Tax Payment, Baler Repairs	\$	61,440.19
5/16/17	Alpine Motor Sports - pcard payment not on 5/16/17 B & C's	\$	416.50
5/16/17	The Illusionist - Ticket Sales, wire to Global Spectrum	\$	45,834.60

Total Additional AP \$ 193,744.29

May 10, 2017

MEMO TO: Liz Becher, Interim City Manager *eb*

FROM: Tracey L. Belser, Assistant City Manager/Support Services Director
Pete Meyers, Assistant Support Services Director
Kirk Gunderson, Accountant

SUBJECT: Establish Public Hearing for 2017 Budget Amendments

Meeting Type & Date:

Regular Council Meeting, June 6, 2017

Action type:

Establish Public Hearing – Minute Action

Recommendation:

That Council, by minute action, establish June 20, 2017 as the public hearing date for the review of the proposed amendments to the FY 2017 adopted budget.

Summary:

The Municipal Budget Act, Section 16-4-108, prohibits the expenditure or encumbrance of any money in excess of the amounts provided in the budget for each department. To comply with this requirement, City Council may authorize an adjustment of budgets.

At year-end in June, a comparison is made between budget and actual expenditure. This evaluation often leads to a certain number of budget adjustments. A budget adjustment is typically done when:

- (1) Funding became available after the start of the fiscal year, often due to the receipt of a grant.
- (2) Special circumstance arose mid-year that resulted in spending more than had been originally budgeted.
- (3) The original budget was simply erroneous because an item was incorrectly entered into the formal budget document.

The City typically submits budget amendments twice each year, once in January and once in June. Due to the low number of adjustments desired, a budget amendment was not submitted to Council in January.

Financial Considerations:

The amendments submitted by Department Heads are summarized as follows:

Fire Grants – Increase \$110,000 for the following:

- Provide \$110,000 for equipment and training associated with purchase of a Dragger Gas ID gas detection monitoring system and Self Contained Breathing Apparatus units that are air packs that can be worn on the back.

These items are funded by unanticipated revenue from a higher than expected grant award.

Police Grants – Increase \$163,278 for the following:

- Provide \$130,000 for salary and benefits for a Program Assistant. Also included are funds for training and supplies. This is being funded with Federal Grants from the International Association of Chiefs of Police and from the Homeland Security Department.
- Provide \$33,278 for overtime and other supplies associated with alcohol and tobacco compliance. This is being funded with State Grants.

These items are funded by unanticipated revenue from a higher than expected grant award.

Property and Liability – Increase \$280,000 for the following:

- Provide \$95,000 for Light Equipment as the account was mistakenly entered as \$12,000 instead of \$120,000 during budget entry. Though a projected decrease in other capital expenditures will absorb some of the shortfall, an adjustment is necessary to ensure the fund does not exceed budget.
- Provide \$185,000 for costs associated with the Cole Creek Fire that began on October 10, 2015. The repair of the Solid Waste grinder, which was damaged in the fire, has been completed. All final bills have not been received, but the cost of the repair is estimated to total \$185,000. This expense was unknown during budget preparation.

These items are funded by unanticipated revenue of \$280,000 associated with an anticipated loss payment from WARM before July 2017.

Capital Projects – Increase \$1,567,810 for the following:

- Provide \$565,000 for the Platte River Restoration. The funding derives via grants from three sources including The Wyoming Business Council (\$500,000), Wyoming Game and Fish Commission (\$50,000), and Wyoming Governors Big Game Coalition (\$15,000).

These items are funded by unanticipated revenue from the receipt of grant awards.

- Provide \$375,000 for Phase 2 of the Casper Mountain Trail Project from Casper College to Rotary Park. Funding derives from the Wyoming Department of Transportation-Transportation Alternatives Program. City will fund \$170,000 of the project.

This item is funded by unanticipated revenue from the receipt of grant awards.

- Provide \$359,891 for additional work on Robertson Road Construction project. Funding derives from the Wyoming Department of Transportation-Transportation Alternatives Program.

This item is funded by unanticipated revenue from the receipt of grant awards.

- Provide \$268,000 for funding completion of the YMCA project. This funding was budgeted in FY16 but was not encumbered to FY17.

This item is funded by reserves.

Perpetual Care – Increase \$10,000 for the following:

- Provide \$10,000 for tree planting within the City. The funding derives from a grant from Keep America Beautiful.

This item is funded by unanticipated revenue from the receipt of grant awards.

Weed and Pest – Increase \$18,750 for the following:

- Provide \$18,750 for equipment and service to track spray operations and allow easier dissemination of data to the public and internal customers. Agterra would be the vendor for this purchase.

This item is funded by reserves.

Balefill – Increase \$38,236 for the following:

- Provide \$14,736 for part time personnel to collect litter. The Wyoming Department of Environmental Quality indicated that the Balefill was not in compliance and the facility should be in compliance by July 1, 2017.
- Provide \$23,500 for part-time personnel to fund a Municipal Worker to transport residential waste from near the baler building to the landfill. Customers are permitted to drop off waste in construction containers when City balers are not operating.

These items are funded by reserves.

Refuse – Increase \$50,000 for the following:

- Provide \$50,000 for bulk fuel as estimates assumed diesel fuel would remain at \$2 per gallon.

This item is funded with reserves.

Water – Increase \$45,498 for the following

- Provide \$30,000 for a portion of a roof repair project for the Water Treatment Plant.
- Provide \$15,498 for a portion of a system development charge study.

These items are funded by the Regional Water System.

Water Treatment Plant – Increase \$65,000 for the following:

- Provide \$65,000 for Electricity charges. This line item has been budgeted too low in recent years and this adjustment will align the budget with actual usage.

This item is funded by the Regional Water System.

Revolving Land – Increase \$1,080,000 for the following:

- Provide \$1,005,000 for purchase of Plains Furniture Building.
- Provide \$31,000 for appraisals of City owned property.
- Provide \$30,000 for demolition work associated with Plains Furniture Building.
- Provide \$14,000 for property taxes on City owned property.

These items are funded by reserves.

Opportunity Fund – Increase \$432,750 for the following:

- Provide \$432,750 for loan to Casper Housing Authority for Roosevelt Building and Land.

This item is funded by reserves.

Oversight/Project Responsibility:

Kirk Gunderson, Accountant

May 23, 2017

MEMO TO: Liz Becher, Interim City Manager *LB*

FROM: Tracey Belser, Assistant City Manager / Support Services Director *TB*
Pete Meyers, Assistant Support Services Director
Kirk Gunderson, Accountant

SUBJECT: Establish Public Hearing for Fiscal Year 2018 Budget

Meeting Type & Date:
Regular Council Meeting
June 6, 2017

Action type:
Establish Public Hearing for June 20, 2017

Recommendation:
That Council, by minute action, establish a public hearing on June 20, 2017, for the review and adoption of the Fiscal Year 2018 Budget.

Summary:
On June 20, 2017 a public hearing will be held for the presentation of the Fiscal Year 2018 Budget. W.S.S. 16-4-109(b) requires that the budget be reviewed at a public hearing. W.S.S. 16-4-111(a) requires the Council to adopt a budget within twenty-four hours of that public hearing. A complete copy of the Proposed Budget has been posted to the City's website. The Proposed Budget was presented by the City Manager and City staff at Council Work Sessions held during the week of May 22, 2017.


The adopted budget shall be in effect for the next fiscal year unless and until it is amended by the Council.


Financial Considerations:
No financial considerations.

Oversight/Project Responsibility:
Kirk Gunderson, Accountant
Tracey L. Belser, Assistant City Manager/Support Services Director
Liz Becher, Interim City Manager
Andrew Beamer, Public Services Director
Kenneth King, Fire Chief
Steve Shultz, Interim Police Chief
William C. Luben, City Attorney

Attachments:
None

May 15, 2017

MEMO TO: Liz Becher, Interim City Manager 

FROM: Joy Clark, Community Development Technician, CDBG Program 

SUBJECT: Approval of Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2017/2018

Meeting Type & Date

Council Meeting – Tuesday, June 6, 2017

Action type

Resolution

Recommendation

That Council, by resolution, approve the Community Development Block Grant (CDBG) Annual Action Plan for the period covering July 1, 2017 through June 30, 2018 and submission of the same to Department of Housing and Urban Development (HUD).

Summary

The U.S. Department of Housing and Urban Development (HUD) has designated the City of Casper as an entitlement community to receive Community Development Block Grant (CDBG) funds. According to the Federal regulations governing the CDBG program (24 CFR 570), the City of Casper is required to prepare and submit a Five-Year Consolidated Plan every five years and an Annual Action Plan for each year. Both plans must meet the criteria as set forth in 24 CFR 91. This year is the third year of the Five-Year Consolidated Plan period. The Housing and Community Development Division has prepared an Annual Action Plan for the period covering July 1, 2017 through June 30, 2018. Approvals must be obtained from the City Council as a part of the plan submission process. HUD must then approve the Annual Action Plan before any of the CDBG funds are to be released to the City.

Background & Analysis

Council reviewed the Executive Summary of the 2017-2018 Annual Action Plan and discussed the proposed use of funds at its work session on April 25, 2017. The funding recommendations of the City Council are reflected in the Annual Action Plan and the City's FY18 budget. In addition, allocation options were presented in the Executive Summary to the City of Casper for PY2017/2018, as required by HUD, depicting different funding scenarios.

As a recipient of entitlement Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD), the City wishes to solicit community opinion in its submission of an Annual Action Plan outlining its proposed use of CDBG funds.

Staff is requesting this public hearing to be held in accordance with the City's current Citizen Participation Plan. To ensure the public hearing is meaningful to the citizens, law requires that it be held in the presence of the Mayor and City Council members. Any comments received at this public hearing will be included in the final Plan which will be submitted to HUD by the August 16th, 2017 deadline.

Communication Efforts

Two Public meetings were held relaying information contained in the Executive Summary. The Summary was posted at five (5) different public information locations as well as in all twenty (20) public transportation vehicles satisfying the minimum fifteen (15) day public notice requirement.

Financial Considerations

Funding is entirely through the CDBG program and included in the FY18 City budget.

Oversight/Project Responsibility

Joy Clark, Community Development Technician, CDBG Program Coordinator, Housing and Community Development

Attachments

Resolution

CITY OF CASPER



3rd Year ANNUAL ACTION PLAN 2017-2018

PUBLIC HEARING DRAFT

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Casper is pleased to present its Fiscal Year 2017/18 Annual Action Plan (AAP) to the U. S. Department of Housing and Urban Development (HUD). The planned projects are an effort to work toward achievement of the larger accomplishments set forth in the Five Year Consolidated Plan for 2015-2019, which include providing safe, decent housing, suitable living environments, reducing homelessness, city-wide transportation assistance and economic opportunity.

The City's allocation of Community Development Block Grant funds (CDBG) for the upcoming year is being estimated per the Denver Region VIII Field Officer's instruction, due to not having final funding allocation amounts available at the time of producing this AAP. The estimated amount being utilized, as instructed, for this Plan is ten-percent less than the allocation the City received last year. The amount of funding for this year estimated at ten percent less than the 2016/17 allocation is \$258,552. Unexpended funds of HUD allocations from prior years of \$121,003 are estimated to remain at the close of Program Year 2016.

The following is the estimated breakdown of CDBG funds to allocate for FY17/18:

Estimated HUD Allocation	\$258,552
Carryover Funds from Prior Year	<u>\$120,967</u>
Total	\$379,519

The primary focus of the Plan is how the City can best utilize its allocation of Community Development Block Grant (CDBG) funds to improve the quality of life for its low income population by establishing goals and objectives to address critical housing and community development needs. Issues to be addressed are improving and providing safe housing for persons who are homeless or of low-to-moderate income, transportation assistance, and economic development.

Another purpose of the Third-Year AAP is to guide the decision-making process over the year, and to plan how to effectively and efficiently allocate and spend CDBG funds to meet these objectives. Local social service, government, and housing agencies were consulted in the development of the Plan regarding community development and housing in the City of Casper and to obtain their input about current availability of services, what the needs are in the City and how to best prioritize funding to address these needs.

Demographic data was analyzed related to housing, the homeless, employment and community development needs. This data was used, along with the input from local agencies, to develop an overall picture of the City's housing and community development needs.

PUBLIC HEARING DRAFT

The proposed projects for this program year based on an *estimated* HUD allocation of \$258,552 plus the projects using carry-over funding of \$121,003 are as follows:

HUD PROGRAM YEAR 2017 FUNDING – CITY FY2017/2018

- Transportation Programs: **\$21,971** for ridership tokens to low income individuals for The Bus and CATC.
- LifeSteps Campus Care: **\$175,000** for replacement of the fire suppression system in Building F, and fire alarm system in Buildings C, K, L, E, and F.
- General Administration Costs: **\$51,581** to provide for salary and benefits for one full-time employee.
- City Core Revitalization Activities: **\$10,000** for matching façade grants.

CARRY-OVER FUNDING

- Housing Rehabilitation Assistance Program: **\$13,650** providing assistance for low to low-to-moderate income (LMI) homeowners with rehabilitation and emergency repairs.
- Sidewalk replacements: **\$40,000** to address the needs in Casper for replacement of severely damaged or deteriorated sidewalks in low-income census tracts.
- City Core Revitalization Activities: **\$30,720** for matching façade grants.
- Emergency Repairs: **\$5,442** providing assistance on an emergency basis to LMI homeowners with urgent needs.
- Demolition: **\$31,155** to remove structures which are deemed unsafe and/or hazards to the City.

The City's 2017-2018 AAP is written with hopes of continuing to support the successful projects from past program years assisting the LMI population.

Per NOTICE: CPD-16-18 from the U.S. Department of Housing and Urban Development in Washington, DC, Grantees are required to stress that the amounts listed in this Executive Summary and in the AAP Draft are *estimated*. It is further required that scenarios are given for funding allocation amounts which may be higher, lower or not funded.

In the event that the allocation received by the City is higher than the *estimated* amount, the proposed Plan will be adjusted accordingly:

- Increase Transportation Programs: up to an amount not to exceed \$35,000.
- Increase the Housing Rehabilitation Assistance Program: additional remaining funds.

In the event that the allocation is received by the City is lower than the *estimated* amount, the proposed Plan will be adjusted accordingly:

- LifeSteps Campus Care funding will be re-analyzed to replace only the fire suppression system and continue using the existing fire alarm system.
- If further amounts need to be reduced:
 - City Core Revitalization Activity would be removed
 - Transportation Program reduced to the remaining available allocation.

In the event that no allocation is received by the City, the proposed Plan will be adjusted accordingly:

- Re-allocate all carry-over funding to LifeSteps Campus Care to replace the fire suppression system which is in critical need of replacement in Building F. The Campus houses: Housing First-housing for persons who are homeless, permanent supportive housing programs, Healthcare for

PUBLIC HEARING DRAFT

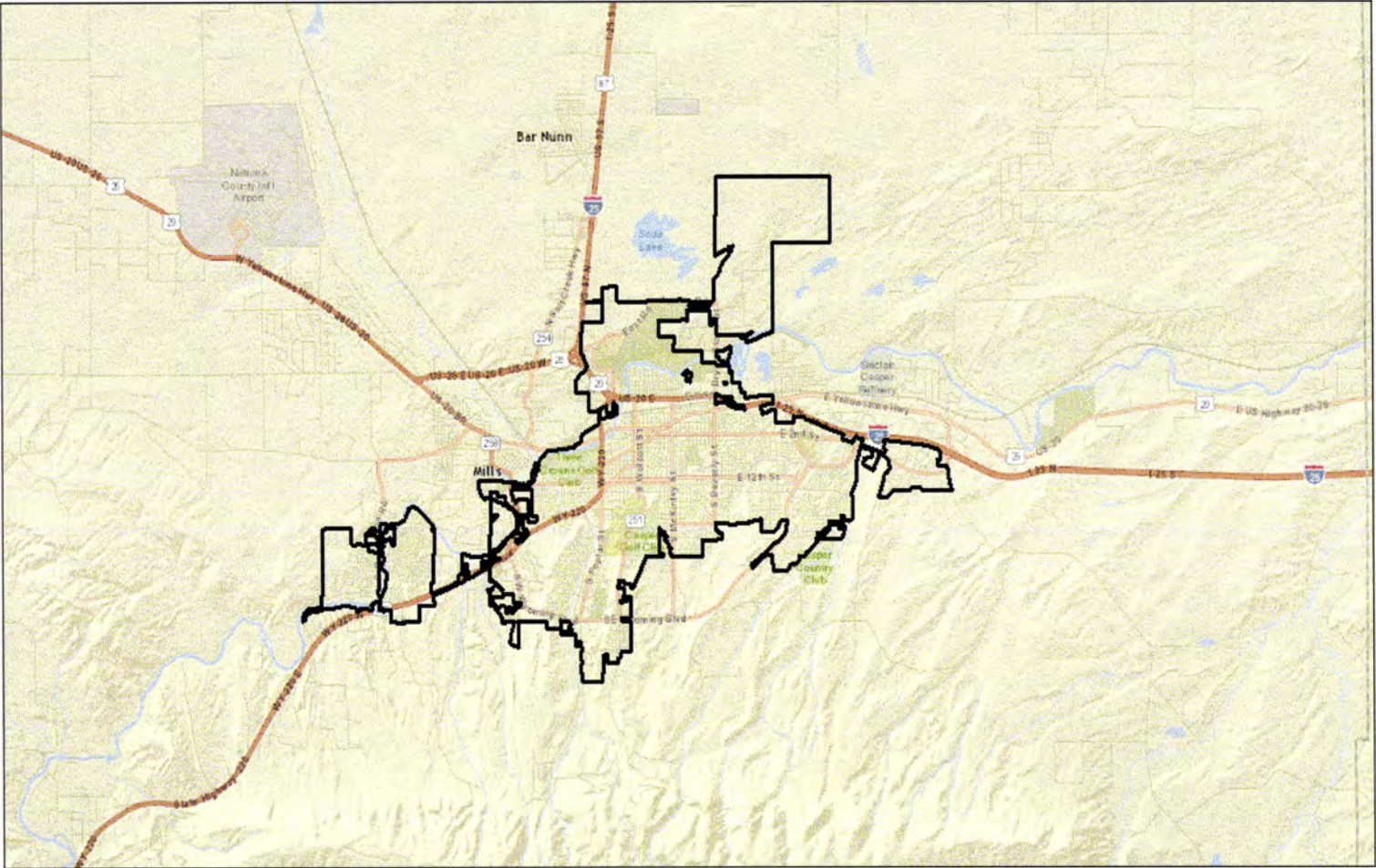
the Homeless Clinic, Pathways – Housing in Building C for ages four to ten year old, high-risk females, full commercial kitchen serving three meals per day, and many community-attended programs and classes. Having one at-risk building on the Campus could affect all buildings if a fire would strike and could not be safely and quickly extinguished by a fully operational fire suppression system.

The City will proceed with the required procedures to prepare and submit the AAP for 2017/18. The following schedule has been established:

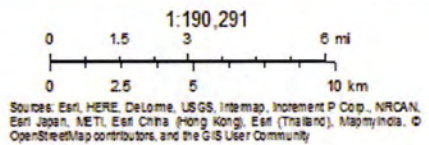
- April 7, 2017- Deliver Executive Summaries to five locations in the City and twenty public transportation vehicles (The Bus, CATC).
- Public meetings will occur:
 - April 21, 2017- Friday, 3:00, LifeSteps Campus, Building K.
 - April 23, 2017- Sunday, 5:00, King's Corner Outreach Center
- April 25, 2017- Present Executive Summary at Council Work Session.
- May 15, 2017 – Establish June 6, 2017 as the Public Hearing to present the Draft FY 2017/2018 AAP and approve the 2017-2018 Third-Year AAP.
- June 6, 2017- Public Hearing and Approval to Submit the 2017 AAP.
- August 16, 2017 or before - Add any comments received at the public hearing to the Citizen Participation section, produce the final copy, and submit it to HUD after receipt of the allocation amount.

The AAP may not be submitted to HUD until the actual amount is known and reflected throughout the AAP per the NOTICE referred to on Page 2.

CPD Maps - City of Casper Boundaries



April 13, 2016
Override 1










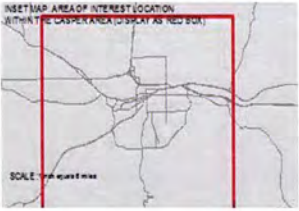
City of Casper Boundary Map


Annual Action Plan
2017

OMB Control No: 2506-0117 (exp. 07/31/2015)


NATRONA COUNTY MEDIAN HOUSEHOLD INCOME

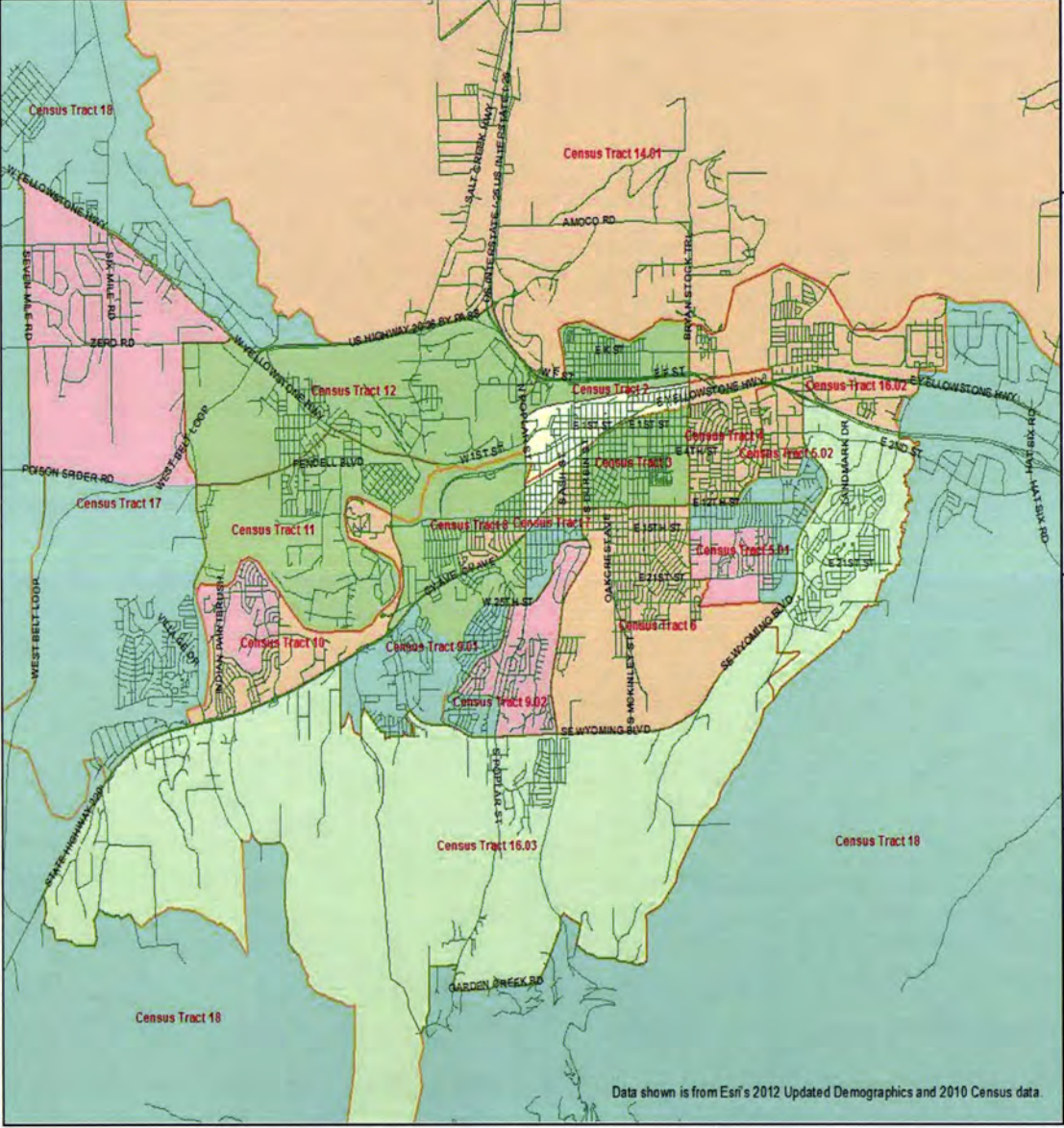
- Legend**
-  Casper Municipal Boundary
 - Natrona County Median Household Income**
 - By Block Group**
 -  \$24,000 or less
 -  \$24,001 to \$39,000
 -  \$39,001 to \$53,000
 -  \$53,001 to \$68,000
 -  \$68,001 to \$82,000
 -  More than \$82,000



 CITY OF CASPER
COMMUNITY DEVELOPMENT
200 N. DAVID ST. ROOM 205
CASPER WY 82601

All data, information, and maps are provided without warranty or any representation of accuracy, timeliness or completeness even though the City of Casper has used reasonable efforts to make its data as accurate as possible. Maps and data are to be used for reference purpose only and the City of Casper shall assume no liability for the use, misuse, accuracy or completeness of this information.

 Miles
0 1.5
Date: 3/20/2017



Data shown is from Esri's 2012 Updated Demographics and 2010 Census data.

Census Tract and Median Household Income Map

PUBLIC HEARING DRAFT

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

- **Rehabilitation and Emergency Repairs for low and low-to-moderate income homeowners**

Carryover funding will be utilized for Home Rehabilitation determined as necessary to improve the standard of living or safety for the resident(s) such as: roofing, painting, window/door replacement, Americans with Disabilities Act (ADA) adaptations, minor structural improvements and Emergency Repairs such as replacing a water heater or leaking plumbing. Owners who occupy their home, are current with Property Tax payments, and live within the boundaries of the City of Casper, may apply for assistance and must qualify according to HUD Income Limits to be eligible. Internal Revenue Service records and bank statements are required to be produced and will be verified in determining eligibility for assistance.

OBJECTIVE: Assist elderly and/or disabled, low-income homeowners in the City with necessary repairs and rehabilitation that they could not otherwise afford.

OUTCOME: Provide an improved, accessible, and safe living environment. Bring sub-standard or dangerous living conditions to a higher standard. Remove barriers which may impede a person with disabilities in navigating throughout their home.

- **Addressing Homelessness: Rehabilitation of public housing buildings at LifeSteps Campus**

Performing repairs within the seven City-owned buildings and the grounds, which provide housing, schooling, community programs, and a healthcare clinic. This year, a significant amount of the City's funding will be expended on the Campus to ensure safety for the tenants, school children, health clinic patients and local citizens attending programs.

OBJECTIVE: Repair/improve buildings and grounds to provide a safe environment for persons who are homeless or in a low-income level and remove the institutional atmosphere.

OUTCOME: Provide a safe, inviting and comfortable environment to live, attend classes, obtain healthcare and participate in programs offered to tenants and the community.

- **Special Needs: Support the community transit system**

OBJECTIVE: Assist low-income citizens in the City who may be elderly and/or disabled with necessary travel to appointments, school, work, retail, and entertainment.

PUBLIC HEARING DRAFT

OUTCOME: Reduce the burden of not having a vehicle, a handicapped accessible vehicle, and/or fuel, and still be able to access necessary services. Making mobility throughout the City an option.

- **Program Administration**

One full-time staff person is responsible for: overseeing compliance, attending mandatory HUD training meetings, writing and submitting plans and reports as required by HUD, consulting with homeowners, inspecting properties, writing City contracts with contractors after obtaining quotes or bids on projects, and adhering to Davis Bacon requirements on projects, as well as keeping the City Council members informed of the status of the program and its progress.

OBJECTIVE: Provide a staff member to efficiently oversee the HUD funding.

OUTCOME: For the City to meet deadlines, observe all required regulations and provide complete reporting on the projects which are accomplished with HUD funds in order to continue receiving federal assistance funding.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

An evaluation of the CDBG activities in Program Year 2016 gave the City insight as to areas that needed more concentration and areas needing less emphasis at this time. Realizing the continuing drastic economic changes that are occurring in Casper, the City is staying alert as to where the need is greatest to assist low-income persons in the best way possible. The goals and projects will be evaluated regularly to ensure needs are being met in an efficient and effective manner as possible.

Transportation assistance continues to be a growing need. The increased use of The Bus and the Dial-a-Ride vehicles confirms a necessary expenditure of funding that benefits many citizens. Unfortunately, the subsidized tokens and tickets run out prior to the new allocation each year due to the fifteen-percent cap restraint on the Public Services program. Running out of funding also verifies the extreme need for City transportation and the assistance. The subsidized tokens and tickets are distributed annually between October and April, or until the supply is exhausted, to provide transportation assistance mainly during the coldest months in Casper.

The affordability of repairs and rehabilitation for homeowners in a low-income level, elderly and/or disabled, continues to be a burden which they cannot afford. Citizens often must choose between paying bills, buying groceries, medicines or fuel. Home repairs typically fall behind, sometimes causing dangerous situations. The repair or rehabilitation becomes more costly as the situation deteriorates or turns into an emergency repair. The City has been able to assist several homeowners with repairs

PUBLIC HEARING DRAFT

proving the program to be necessary.

The LifeSteps Campus has been improved greatly over the past two years due to the funding assistance and responsible property management. Last year the major heating system that failed was replaced. PY2016 funding is making the replacement of the fire suppression system, which was determined to be at high risk due to build-up in the pipes of sludge and debris in Buildings C and E possible. In PY2017, the fire suppression system will be replaced in the remaining building along with the aged fire alarm system throughout the campus. The final repairs and replacements of these major systems will ensure a safe campus for the tenants, school children and citizens attending the many community programs facilitated by the Casper Housing Authority. The increased need for housing, activities and programs on the campus have encouraged the use of these funds to benefit persons who are homeless or of low-to-moderate income.

One full-time staff person necessitates funding to oversee and manage the program and the expenditures.

Last year funds were allocated to improve sidewalks in the low income Census Tract in the City. This will be accomplished this Program Year with carry-over funding.

Many older buildings in the City core as well as the Old Yellowstone District continue to deteriorate and need rehabilitation. The Matching Grant program continues to be popular and encourages building owners to invest at least as much as is matched in funding. Generally, the owner invests much more than their required match amount. With the down-turn in the economy in the City continuing, many business owners could not repair doors, siding, windows, roofs and gutters without assistance. Carry-over funding will be utilized here as well.

Annual Evaluation Reports

A Consolidated Annual Performance and Evaluation Report (CAPER) is submitted to HUD 90 days following the end of the Program Year. The CAPER analyzes the City's use of its annual CDBG fund allocation and serves as an evaluation of the City's performance of meeting the planned goals of the Consolidated Plan and the Annual Action Plan.

The City receives an Annual Community Assessment (ACA) report which is an overall evaluation of the year of the CDBG program. The report stated the CDBG program has made improvements in programmatic and financial management and is meeting the overall benefit to Low and or Moderate Income residents through the projects it completed. The ACA stated that the CAPER report demonstrated that the City adequately carried out the program activities set forth in the Five-Year Consolidated Plan in full compliance. A Finding was determined after reviewing a rehabilitation that was completed on a commercial building that should have been determined to be a multi-housing rehabilitation due to the six rental units above the commercial use space available below. This Finding

PUBLIC HEARING DRAFT

was closed after making the appropriate changes and updating records in IDIS, HUD's online reporting program.

A monitoring of the City's CDBG program was performed by the Region 8 Field Office Senior CPD Representative, and the conclusion was favorable regarding operations of the program and no Findings or Deficiencies were determined in the programmatic or financial procedures of the program.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Citizen Participation Process involved in the development of this AAP adhered to the Citizen Participation Plan for the CDBG Program for the City of Casper. Citizens were notified that an Executive Summary had been prepared and was available for viewing and comments were encouraged. The citizens of Casper were notified of this opportunity in publications in the Casper Star Tribune on Sunday, April 2, 2017 and Thursday, April 6, 2017 and on the City web site main page from April 7 through April 23, 2017. The locations in the City where citizens could view the document from April 7 to April 24, 2017 were as follows:

- Electronically at www.casperWy.gov (Community Development)
- Housing and Community Development Office, City Hall, 200 N. David Street
- Casper Housing Authority, 145 N. Durbin Street
- Community Action Partnership of Natrona County, 800 Werner Court, Suite 201
- LifeSteps Campus- Building K, 1514 E. 12th Street
- Natrona County Public Library, 2nd Floor Public Materials Reference Desk, 307 East 2nd Street
- In all 20 of the City's public transportation vehicles - The Bus and CATC on public bulletin boards

Citizens could also view the document and have discussion regarding the CDBG program and the PY2017 funding options at two Public Meetings held at:

- LifeSteps Campus, Building K, 1514 East 12th Street, Friday, April 21, 2017 at 3:00 p.m.
- King's Corner Outreach Center, 112 S. Beech Street, Sunday, April 23, 2017 at 5:00 p.m.

Comments could be written down at any location, or relayed orally and written down and then placed with the Summaries which were picked up April 24th, following the conclusion of the required Public Comment Period. Comments could also be emailed, faxed, mailed, dropped off at the Housing and Community Development office, or phoned in. Translation services and reasonable accommodations were offered in the newspaper and web-site advertisements. All public meetings and comment locations were fully accessible to citizens with mobility difficulties.

5. Summary of public comments

PUBLIC HEARING DRAFT

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Please see the Attachment titled: "Citizen Participation Comments" which has each comment listed that was received at the Public Meetings.

Four (4) people attended the first Public Meeting and the comments included: approval of the way the CDBG program has operated and is intending to expend funds in the 2017/18 Program Year, LifeSteps Campus tenants think housing on the Campus is handled well and they like that all buildings have plans for rehabilitation and increased housing, a local storage building where the public could drop-off items which would be given out for free to persons who are homeless would be good, areas outside City boundaries could use financial assistance and the Old Yellowstone District has been fixed up well, looks nice and is encouraging increased focus on the area.

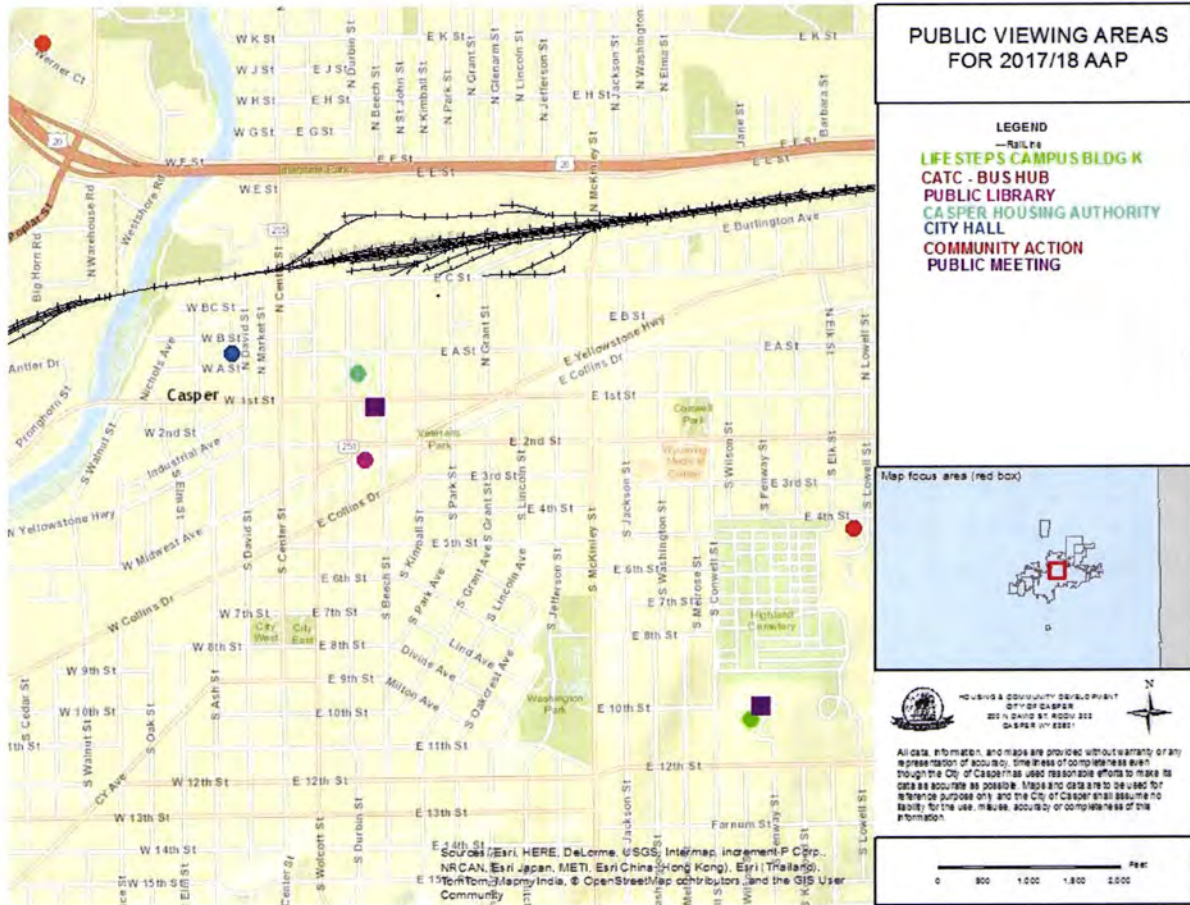
Forty-seven (47) people attended and signed in at the second meeting. The areas of town the attendees live in are:

- East: 7
- Central/Downtown: 16
- North: 5
- West: 1
- Homeless: 12
- Out of City Boundaries: 6

Comments received at this meeting include: a higher need for subsidized transportation assistance than is available, guidance on obtaining housing and the requirements, interest in Casper Housing Authority's pager and mailbox programs, excitement regarding CentrePointe, the new low-income apartment complex downtown and a suggestion of what one man has done in a senior living complex to get donations for the seniors who are spending the majority of their social security income on rent and have little left for food and other necessities.

No comments were received from any of the public viewing locations where funding summaries were available including the 20 public transportation vehicles.

PUBLIC HEARING DRAFT



PUBLIC VIEWING/MEETING LOCATIONS

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments were received that were not accepted or responded to.

7. Summary

The City's 2017-2018 Annual Action Plan is written with hopes of continuing to support the successful projects from past program years as well as introducing new projects to support the LMI population to a greater extent. All required reports were submitted in a timely manner throughout the year and the City successfully passed the timeliness test on May 2, 2017. A monitoring visit in June 2016 found the City to be in full compliance with all program requirements and no findings were issued. The City continues to improve the CDBG program and make efforts to observe all environmental, Fair Housing and HUD requirements.

PUBLIC HEARING DRAFT

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CASPER	Housing and Community Development / City of Casper

Table 1 – Responsible Agencies

Narrative (optional)

The Housing and Community Development Department is responsible for leading and coordinating the planning and submission process of the Consolidated Plan. The CDBG Program Coordinator is responsible for facilitating the program including completing reports, entering information into IDIS and overseeing that the eligible projects under the activities are carried out efficiently and all regulations and requirements are followed, including any projects involving Davis Bacon or Lead-Based Paint requirements.

The CDBG Program Coordinator operates under the direction of the Community Development Director who approves all reports and invoices prior to being submitted to the Casper City Council, who then gives final approval of reports and submissions to the U.S. Department of Housing and Urban Development.

Local agency funding will continue to be pursued in efforts to leverage the funds allocated to the City, making the funding more effective.

PUBLIC HEARING DRAFT

Consolidated Plan Public Contact Information

Joy Clark
City of Casper
Housing and Community Development
200 N. David Street, Room 203
Casper, WY 82601
(307)235-8241
jclark@casperwy.gov

PUBLIC HEARING DRAFT

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City works with the Casper Housing Authority (CHA) which is the public housing authority for Casper, Natrona County. CHA coordinates housing vouchers for low income residents, permanent supportive housing and Veterans Administration supportive Housing (VASH). The agency is the City's Property Manager for the City-owned LifeSteps Campus, a housing campus. They are involved with housing homeless and low income persons in THE City in public housing, Section 8 housing, on the Campus and in Veteran's housing. CHA had the first Housing First program in the City which was successful and they continue to operate Housing First programs. Community Action Partnership (CAP) assists with housing through a Permanent Supportive Housing program using the Housing First model, and they also operate a healthcare clinic for persons who are homeless or of low income status. The City also works with non-profit developers to coordinate and support the development of housing for homeless, seniors, and persons who are disabled including supportive needs housing. The City's assistance includes both financial support for such housing, as well as assisting project developers during the zoning and permitting approval process, to ensure that the approval process proceeds efficiently. The City consults with developers regarding tax credit properties emphasizing the need for low income and senior housing.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The CDBG Program Coordinator attends the Wyoming Homeless Collaborative, Natrona County meetings when they are held, with local agency representatives who are involved with public and assisted housing as well as others who offer services to victims of domestic violence, Veterans services, homeless K-12 students, community services such as health care, rental assistance insurance assistance for LMI citizens, services to obtain legal documents, bus transportatin services, financial and educational services. Each representative tells what their agency is currently involved with, advises the group of upcoming events for their agency, and gives their current situation of vacancies, surpluses or discusses the size of their waiting lists. The group exchanges information and makes connections that can benefit people in their programs.

The City Manager facilitates quarterly Housing Coalition meetings to bring together agencies who participate in housing a person, whether they are agencies that provide the actual housing locations, or other community agencies which contribute to the housing of a person providing things such as food, financial education and assistance, emergency services, legal services, etc.

PUBLIC HEARING DRAFT

The CDBG Program Coordinator participated in two steering committees this year: Senior Housing Committee, which resulted from a Senior Boomer Study that was done in the City to focus on one of the greatest needs in Casper - housing senior citizens, also, she participated in a Transportation Steering Committee to help make the bus routes more efficient with shorter wait times and shorter traveling times. A 74 unit senior housing facility application resulted from the study with a local developer applying for tax credits to build the new facility.

The Wyoming Housing Network (WHN) provides Section 8 and low-income rental housing and is the Property Manager for Building B on the City's LifeSteps Campus and has begun a foreclosure counseling program. The new program educates people on how to avoid foreclosure, assists people in danger of foreclosure on their homes to be able to keep them, and if a foreclosure has taken place, they provide counselling to rebuild credit. WHN also provides financial coaching, referrals for renters with complaints to obtain assistance, and application assistance. All services offered by WHN are free to the public. Wyoming Community Development Authority (WCDA) also offers financial counseling on managing a house payment and still having funds to live on. Both agencies offer low-interest home loans.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The CDBG Program Coordinator is a member of the State of Wyoming Continuum of Care. Email is the tool used for communication, updates, and upcoming program offerings that would be beneficial to the members. The Secretary of the Continuum distributes information that is posted on the HUD Exchange on a regular basis, along with information that may be of interest or that applies to all agencies. Bi-Annual membership meetings are held when weather permits.

The CDBG Program Coordinator co-directed the Point-in-Time Count event on January 27, 2017. In conjunction with the Count, a Project Connect event was held. Forty-Three (43) local agencies participated which brought in: clothing/toiletry donations, hygiene bags, blankets, etc, hair cuts, medical and dental services with free follow-ups, depression screening, Social Security, Legal Aid, food bank - providing bags of groceries, and many, many service agencies. 227 meals were served out of the kitchen in the center which served breakfast, lunch, and dinner. The event was open from 8:00 a.m. to 8:00 p.m. and was a great success. Many persons who were homeless or of very low income status received services and care. Many agencies who had not connected in a while shared good information and resources. This was a very successful event on many levels.

The City makes space available on its Campus for the annual Cold Weather Shelter which is operated by the Wyoming Rescue Mission through City of Casper Optional One-Cent Sales Tax Funding, and is assisted by the Casper Housing Authority. When temperatures drop below freezing, usually between October and April, the shelter is available to house women and children.

PUBLIC HEARING DRAFT

Persons who are chronically homeless, and those at risk of homelessness, receive supportive services from the agencies equipped to offer the greatest benefit to them, such as the housing and health care agencies.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Casper does not receive ESG funding or administer the HMIS program.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

PUBLIC HEARING DRAFT

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Casper Housing Authority
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Education Service-Fair Housing Other government - Federal Other government - Local Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Phone, email and in-person consultation. Anticipated outcomes: Continued property management of the City's LifeSteps Campus by increasing housing units and housing for homeless and low income persons. Increased programs for the tenants and local area community.

PUBLIC HEARING DRAFT

2	Agency/Group/Organization	Central Wyoming Rescue Mission
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Service-Fair Housing Other government - Federal Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Phone, email and in-person consultation. Anticipated outcomes: Continue to operate the Emergency Cold Weather Shelter and to increase assistance where possible in decreasing the numbers of persons who are homeless in our community. Adding a new housing development will assist this effort.
3	Agency/Group/Organization	MOTHER SETON HOUSE INC.
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Education Service-Fair Housing Other government - Federal Other government - Local Neighborhood Organization

PUBLIC HEARING DRAFT

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Phone, email and in-person consultation. Anticipated outcomes: Continue successful housing services for single mothers or fathers with children. New management has had a positive effect on the agency.
4	Agency/Group/Organization	Casper Area Transportation Coalition
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-homeless Other government - Federal Other government - Local Public Transportation
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Non-Homeless Special Needs Public Transportation
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Phone, email and in-person consultation. Anticipated outcomes: Continued transportation services serving citizens with responsible, efficient transportation to get to school, medical appointments, employment and other necessary locations.

PUBLIC HEARING DRAFT

5	Agency/Group/Organization	Interfaith of Natrona County
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Other government - County
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Phone, email and in-person consultation. Anticipated outcomes: Continue to serve citizens in need when funding or supplies are available for a variety of needs including: fuel, bus fare, obtaining legal documents, emergency housing, etc.

PUBLIC HEARING DRAFT

6	Agency/Group/Organization	Community Action Partnership of Natrona County, Inc.
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Service-Fair Housing Services - Victims Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email and in-person consultation. Anticipated outcomes: To continue to offer housing assistance for persons who are chronically homeless, and to continue assisting citizens needing a variety of public assistance.
7	Agency/Group/Organization	HABITAT FOR HUMANITY, THE HEART OF WYOMING
	Agency/Group/Organization Type	Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children

PUBLIC HEARING DRAFT

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email and in-person consultation. Anticipated outcomes: To continue to build homes for low income residents with volunteers on lots that become available from demolitions or donations.
8	Agency/Group/Organization	SELF HELP CENTER
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Service-Fair Housing Services - Victims Other government - Federal
	What section of the Plan was addressed by Consultation?	Public Housing Needs Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Phone, email and in-person consultation. Anticipated outcomes: Victims of domestic violence situations continue to receive housing and domestic violence assistance and counseling.
9	Agency/Group/Organization	WYOMING HOUSING NETWORK
	Agency/Group/Organization Type	Housing Services - Housing Services-Education Service-Fair Housing Other government - Federal Business Leaders
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Phone, email and in-person consultation. Anticipated outcomes: Low-income citizens continue to have access to decent and affordable housing on an increased permanent level. To educate residents through foreclosure counseling.

PUBLIC HEARING DRAFT

10	Agency/Group/Organization	Youth Crisis Center
	Agency/Group/Organization Type	Services - Housing Services-Children Service-Fair Housing Services - Victims Publicly Funded Institution/System of Care Other government - Local
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Phone and email consultation. Anticipated outcomes: Youth in the City continue to have a safe, supervised place to live that encourages them to improve their situations and return to their families and the community.

Identify any Agency Types not consulted and provide rationale for not consulting

Agencies are consulted with on a regular basis.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Wyoming Homeless Collaborative	The goals for addressing homelessness in the communities in Wyoming are similar in providing emergency housing, transitional, and permanent-supportive housing.

Table 3 – Other local / regional / federal planning efforts

PUBLIC HEARING DRAFT

Narrative (optional)

The Housing and Community Development Staff coordinates regularly with other City personnel such as: Public Services, Engineering, Public Transit, GIS, Building inspection and Code Enforcement to implement repairs or proposals for projects, and to receive information regarding low-income citizens in apparent need of assistance. Other local agencies that are not connected with on a regular basis, make referrals occasionally to the CDBG program for emergency repairs, disabled home access/adaptations and/or home rehabilitation needs.

PUBLIC HEARING DRAFT

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In an effort to broaden public participation on the development of the Third Year Annual Action Plan input was encouraged from: low-to-moderate income residents, residents living in slum and blighted areas where CDBG funds are proposed to be expended, minorities, non-English speaking persons, persons who are disabled and public housing residents. Two public meetings were held in locations that were fully accessible by the public transit system, fully accessible to persons with disabilities, and in census tract locations where the proposed expenditures are planned to occur. Other forms of communication or alternate languages were offered, if requested, at all locations. Meeting locations for the target populations were:

- LifeSteps Campus, 1514 E. 12th Street, Building K - 4/21/17. Housing First, Permanent Supportive Housing, neighborhood residents and the general public. Located in Census Tract 300.
- King's Corner Outreach Center, 112 S. Beech Street, 4/23/17. Persons who are homeless, of low-to-moderate income, minorities, and the general public. Located in Census Tract 200.

A Public Hearing was held on June 6th, 2017 in the City's Council Chambers, 200 N. David St., during a regular Council meeting, where the public had an opportunity to speak in favor of, against, or offer comments regarding the Plan. Any comments received are included in the following section.

The Executive Summary was posted in every Casper Area Transportation Coalition (CATC) vehicle during the public comment period. Much of the population the City is interested in obtaining input from, ride The Bus or Dial-a-Ride vehicles. The Summary was posted on the public information boards in all 20 vehicles.

The impact for goal setting is what is learned from the citizens at the public meetings. Listening to what is needed where the citizens of Casper are living, working and playing has the greatest impact for future goals.

PUBLIC HEARING DRAFT

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Newspaper Ad	Non-targeted/ broad community	No responses were received after publishing the Block Ad on April 2, 2017 or the Legal Ad on April 6, 2017.	No comments were received.	No comments were received.	

PUBLIC HEARING DRAFT

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Homeless, Low Income	This Public Meeting was held at LifeSteps Campus, Building K on Friday April 21, 2017. There were 4 attendees.	This was the first of two publicly advertised Public Meetings and the comments included: approval of the way the CDBG program has operated and is intending to expend funds in the 2017/18 Program Year, LifeSteps Campus tenants think housing on the Campus is handled well and they like that all buildings have plans for rehabilitation and increased housing, a local storage building where the public could drop-off items which would be given out for free to persons who are homeless would be good, areas outside City boundaries could use financial assistance and the Old Yellowstone District has been fixed up well, looks nice and is encouraging increased focus on the area.	No comments were received which were not accepted or responded to.	

PUBLIC HEARING DRAFT

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Residents of Public and Assisted Housing Homeless, Low Income	This Public Meeting was held at King's Corner Outreach Center. There were 47 attendees.	This was the second of two publicly advertised Public Meetings and the comments included: a higher need for subsidized transportation assistance than is available, guidance on obtaining housing and the requirements, interest in Casper Housing Authority's pager and mailbox programs, excitement regarding CentrePointe, the new low-income apartment complex downtown and a suggestion of what one man has done in a senior living complex to get donations for the seniors who are spending the majority of their social security income on rent and have little left for food and other necessities.	No comments were received which were not accepted or responded to.	

PUBLIC HEARING DRAFT

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Internet Outreach	Non-targeted/broad community	No response.	No comments were received which resulted from the Housing and Community Development CDBG section of the City of Casper website.	N/A	http://www.casperwy.gov/residents/property_and_housing/housing_and_community_development/community_development_block_grant_program/
5	Public Transportation Boards	Non-targeted/broad community	The attendance is unknown, as the riders who may have viewed the plan did not board for that specific purpose.	No comments were received from any of the 20 public transportation public bulletin board notices.	N/A	

PUBLIC HEARING DRAFT

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
6	5 Public locations	Non-targeted/broad community	Attendance is unknown, as residents may not have entered the public locations to view the notice. AAP Executive Summaries of proposed expenditures were at: Casper Housing Authority, Public Library, Community Development, Community Action, and LifeSteps Campus.	No public comments were received from any of the locations. All locations had the proposed Annual Action Plan information posted on their public information viewing boards.	N/A	
7	Social Media	Non-targeted/broad community	No response.	No comments were received from the online publication.	N/A	

PUBLIC HEARING DRAFT

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
8	Public Hearing	Non-targeted/broad community	The Public Hearing was held in Council Chambers on June 6, 2017 as an agenda item. 000 people were present in the Chambers, but it is unknown how many people attended specifically for the Public Hearing regarding the Annual Action Plan.		No Comments were submitted that were not accepted or responded to.	www.cityofcasperwy.com/government/citycouncil

Table 4 – Citizen Participation Outreach

PUBLIC HEARING DRAFT

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City of Casper receives federal Community Development Block Grant (CDBG) funds through the U.S. Department of Housing and Urban Development on an annual basis. During the Third Program Year of the Five-Year Consolidated Plan for 2015-2019, the City will receive entitlement allocations. It is anticipated that the allocations will continue throughout the Plan's remaining three years. The City is notified on an annual basis of the allocation it will receive.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	258,552	0	120,967	379,519	544,852	Funds are expected to be used for public housing improvements, Transportation Assistance, Program Administration, City Core Revitalization, Sidewalk Improvements and Home Rehabilitation. Prior year resources which were allocated in PY14-16 are expected to be expended in a timely manner.

Table 5 - Expected Resources – Priority Table

PUBLIC HEARING DRAFT

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

CDBG funds are used to leverage non-federal public funds, in-kind contributions and private funds to increase the resources available to the City specifically with Public Transit, Housing and the Matching Facade Grant Program.

The City of Casper has no required match obligation with its funding allocation; however, it does offer a matching grant opportunity for economic rehabilitation addressing slum and blight. Property owners in the City core can apply for a matching grant to rehabilitate deteriorated building facades, windows and main entrances. Again, this is an effort to encourage reinvestment and economic revitalization through a public-private partnership. Public Housing is leveraged with City of Casper Optional One-Cent funds managed by the Casper Housing Authority on the public housing campus.

CDBG funds have, and will be, considered in financing proposals for low-income housing developments, in partnership with the developer, WCDA (LIHTC program), and Section 108 resources. Local agencies will often be able to pay part of a home rehabilitation for a client and CDBG funds are expended on the remainder.

Alternate funding sources are sought out regularly to make the limited CDBG dollars go further.

PUBLIC HEARING DRAFT

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of Casper owns and operates LifeSteps Campus, a multi-functional facility that provides housing space to private nonprofit organizations that addresses the needs of housing, and/or supportive services to difficult to house populations such as homeless persons/families and at-risk young females. The facility consists of eight buildings located on approximately six (6) acres in the central part of Casper.

Discussion

The City contracts with the Casper Housing Authority as its property management agency for the campus. Projects involving the buildings, tenants and grounds are overseen and directed by the Authority. Supportive services include a community garden, health clinic, junior college GED program, case management, Early Head Start School, a bus stop shelter and a commercial kitchen that serves three full meals per day in the adjoining dining room and also offers culinary classes. Housing on the campus includes Housing First, Permanent Supportive and a housing program for young females, ages 4-10 that are monitored 24/7 for severe-risk of suicide. CDBG funds will be expended on replacing a fire suppression system in the two main housing buildings and making improvements with any remaining funds on the campus.

PUBLIC HEARING DRAFT

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	LifeSteps Campus Care	2015	2019	Public Housing	LifeSteps Campus	LifeSteps Campus Care	CDBG: \$175,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 600 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 74 Households Assisted Homeless Person Overnight Shelter: 60 Persons Assisted Homelessness Prevention: 121 Persons Assisted Housing for Homeless added: 10 Household Housing Unit

PUBLIC HEARING DRAFT

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Transportation Assistance	2015	2019	Transportation	Old Yellowstone District North Casper LifeSteps Campus City Core	Public Transportation Subsidy	CDBG: \$21,971	Public service activities other than Low/Moderate Income Housing Benefit: 700 Persons Assisted
3	City Core Revitalization	2015	2019	Non-Housing Community Development	Old Yellowstone District City Core	City Core Revitalization	CDBG: \$10,000	Businesses assisted: 1 Businesses Assisted
4	Program Administration	2015	2019	Non-Housing Community Development		General Administration	CDBG: \$51,581	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

PUBLIC HEARING DRAFT

1	Goal Name	LifeSteps Campus Care
	Goal Description	Funding will be allocated for necessary repairs and capital improvements to LifeSteps Campus, which houses a Housing First program, Permanent Supportive Housing, Housing for Troubled At-Risk Youth, Health Care for the Homeless Clinic, Early Head Start program, an Emergency Cold Weather Shelter, and several community service and social service agencies. This is an older campus that is in need of rehabilitation in the common areas as well as in the public housing units and the Headstart classrooms. The fire suppression system in Buildings C, E and F have been deemed at-risk and in need of replacement. Funding will be expended on this rehabilitation this Program Year. All work to be performed will have quotes obtained or be put out for the public bidding process per City and Federal Procurement regulations. All regulations will be followed including any projects involving lead-based paint, asbestos management or those necessitating Davis Bacon requirements.
2	Goal Name	Transportation Assistance
	Goal Description	Funding will be allocated to continue to assist the LMI and homeless population with access to transportation to employment, medical appointments, grocery stores etc. Subsidized tickets and tokens will be distributed by the Casper Area Transportation Coalition directly to citizens as well as to several social service agencies in the city. A required application program that was initiated in PY15, and has proven to be successful, better tracks demographic information of the riders, and has increased the efficiency in distributing tokens and tickets to increased numbers of citizens.
3	Goal Name	City Core Revitalization
	Goal Description	Funding will be allocated on a matching basis up to \$10,000.00 to business owners in older buildings needing new siding, roofing, windows or main entry doors. This matched funding will encourage business owners to make their structure energy efficient and more appealing, as well as enhancing the area, which, hopefully, would increase patronage and possibly lead to job creation.
4	Goal Name	Program Administration
	Goal Description	Funding will be allocated for one full-time person to administer the CDBG Program not to exceed twenty percent (20%) of the full allocation plus program income.

Table 7 – Goal Descriptions

PUBLIC HEARING DRAFT

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The City does not utilize HOME funds and does not place residents in housing. The City supports the agencies that do provide affordable housing services.

PUBLIC HEARING DRAFT

AP-35 Projects – 91.220(d)

Introduction

Casper has a total of four (4) projects for its 2017-2018 grant programs. These projects allow the City to address safe housing, transportation assistance, program administration and economic development which contribute to a healthy quality of life embracing diversity to build a stronger community. Carry-over projects addressing home rehabilitation and sidewalk improvement will be completed this Program Year.

Funding will be allocated to continue to assist the LMI and homeless population with access to transportation, housing rehabilitation, homeless and low-income housing. Business owners of older buildings will benefit from matching grants made available to rehabilitate the structures.

#	Project Name
1	LifeSteps Campus Care
2	Transportation Subsidies
3	Program Administration
4	City Core Revitalization

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

LifeSteps Campus has a fire suppression system which has been determined through a thorough inspection to need replacement. The system runs through Buildings C, E and F. Program Year 2016 funding is being utilized for the first two buildings, and the remaining building, F, will be completed with funding from this Program Year (2017). This is a priority due to the buildings operating housing programs with tenants on the property 24/7. A safe environment is critical. The other programs on the Campus include an Early Head Start preschool, a healthcare clinic for the homeless and low income citizens, a meal program feeding tenants and anyone else wanting to come in serves three full meals per day. The majority of the funding this year will be expended on this project. Underserved needs are being evaluated on a regular basis by the property management agency. New programming is being added to address needs as they are determined or occur. The only underserved need which is not able to be remedied is not having emergency housing on the Campus in a transitional housing program.

Transportation has shown to be a vital need in the community among persons who are homeless or of low-to-moderate income. Subsidizing tokens and tickets enables more citizens to be mobile and benefit from safe, reliable transportation. An obstacle in addressing underserved needs is the cap on the Public Service projects. The Bus and CATC vehicles are equipped with means to load and transport persons with disabilities, persons with bicycles, groceries or other large items. Language barriers do not prevent

PUBLIC HEARING DRAFT

a citizen from entering or leaving the vehicles.

City Core Revitalization is considered a priority due to the necessity of upgrading older commercial buildings in the City Core and Old Yellowstone District Urban Renewal Area. The matching grant program encourages business owners to rehabilitate the exterior of the older, deteriorating buildings. Business owners benefit from having more inviting buildings for citizens to patronize which hopefully leads to increased business, and possibly an increased need for additional staff. Business owners are encouraged to offer employment to low-income citizens whenever possible. The downturn in the economy this past year has made rehabilitation a low priority while owners attempt to keep their businesses open making this program an increased need. The underserved need would be the number of buildings needing rehabilitation and the limited funds to offer for this matching grant program.

Program Administration is required. One full-time person completes all required reports throughout the year which currently consists of eleven (11) reports including the two major reports, the Annual Action Plan and the CAPER. The Administrator takes applications for projects, completes environmental reviews, bid processes, writes contracts, and submits all for approval by the Certifying Official, then proceeds with the projects and does the on-site inspections, interviews the workers, verifies adequate wages, verifies certified payrolls submitted by the contractors and finally accepts invoices and processes payments which are approved by the Department Director and then City Council. The Program Administrator also oversees the management of the LifeSteps Campus and attends local Housing Collaborative, Housing Coalition, and Continuum of Care meetings with the state-wide social service agencies. This past year, the Administrator participated in steering committees regarding housing for senior citizens and City public transportation.

No obstacles are foreseen in implementing the planned projects that are considered priorities for the City.

PUBLIC HEARING DRAFT

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	LifeSteps Campus Care
	Target Area	LifeSteps Campus
	Goals Supported	LifeSteps Campus Care
	Needs Addressed	LifeSteps Campus Care
	Funding	CDBG: \$175,000
	Description	Funding will be allocated for necessary repairs and capital improvements to LifeSteps Campus, which houses a Housing First program, Health Care for the Homeless Clinic, full commercial meal program, Early Head Start program and several community service and social service agencies. This is an older campus that is in need of fire suppression system replacement in the common areas, as well as in the public housing units and the Head Start classrooms in Buildings C and E. All work to be performed, observing proper procurement practices, will be put out for the public bidding process. All regulations will be followed including any projects involving lead-based paint, asbestos management or necessitating Davis Bacon requirements.
	Target Date	4/20/2018
	Estimate the number and type of families that will benefit from the proposed activities	The proposed activities will benefit many people who utilize the campus programs including Early Head Start, Emergency Cold Weather Shelter, Housing tenants, Commercial Kitchen meal program, and the Healthcare for the Homeless Clinic. An estimated number of families that will benefit from the proposed activity are 450 extremely low to low-moderate income families.

PUBLIC HEARING DRAFT

	Location Description	1514 East 12th Street within eight (8) buildings on the City-owned campus.
	Planned Activities	Funding will be allocated for the fire suppression system replacement in Building F.
2	Project Name	Transportation Subsidies
	Target Area	Old Yellowstone District North Casper LifeSteps Campus City Core
	Goals Supported	Transportation Assistance
	Needs Addressed	Public Transportation Subsidy
	Funding	CDBG: \$21,971
	Description	Funding will be allocated to continue to assist the LMI and homeless population with access to transportation to employment, medical appointments, grocery stores etc. Subsidized tickets and tokens will be distributed by the Casper Area Transportation Coalition directly to residents as well as to several social service agencies in the City.
	Target Date	6/1/2018
	Estimate the number and type of families that will benefit from the proposed activities	700 persons are estimated to be assisted; the number of families is not requested in the reporting requirements. The highest number of families who benefit from the transportation assistance are persons who are homeless or of low-to-moderate income levels.
	Location Description	City-wide
	Planned Activities	CDBG funds provide subsidized ridership tokens and tickets for homeless and low-to-moderate income persons who need assistance to afford transportation services. Persons without personal transportation are enabled to access to affordable transportation to get to jobs, medical appointments, shopping and social events.
3	Project Name	Program Administration

PUBLIC HEARING DRAFT

	Target Area	Old Yellowstone District North Casper LifeSteps Campus City Core
	Goals Supported	Program Administration
	Needs Addressed	General Administration
	Funding	CDBG: \$51,581
	Description	Funding will be allocated for one full-time person to administer the CDBG Program not to exceed twenty percent (20%) of the full allocation plus program income.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	One staff person will benefit from the proposed activity.
	Location Description	The staff person is located in the City of Casper City Hall, Housing and Community Development Office, 200 N. David St., Room 203, Casper, WY 82601
	Planned Activities	Funding will be allocated for one full-time person's salary including benefits to responsibly administer the CDBG Program, not to exceed twenty percent (20%) fo the full allocation.
4	Project Name	City Core Revitalization
	Target Area	Old Yellowstone District City Core
	Goals Supported	City Core Revitalization
	Needs Addressed	City Core Revitalization
	Funding	CDBG: \$10,000

PUBLIC HEARING DRAFT

Description	Funding will be allocated on a matching basis up to \$10,000.00 to business owners in older buildings needing new siding, signage, windows or main entry doors. This matched funding will encourage business owners to make their structure energy efficient and more appealing, as well as enhancing the area, which, hopefully, would increase patronage and possibly lead to job creation.
Target Date	6/30/2018
Estimate the number and type of families that will benefit from the proposed activities	One business is estimated to benefit from the proposed activity plus the citizens of all incomes that may patronize the business.
Location Description	The locations of the eligible businesses that can be approved for assistance are in the City Core, or basically the downtown area, or in the Old Yellowstone District Urban Renewal Area.
Planned Activities	Activities planned are to assist business owners who are current on taxes and all utilities with exterior upgrades that meet current City codes and have been reviewed and approved by the Architectural Review Board. A matching grant of up to \$10,000 may be paid to the business owner upon completion of a rehabilitation project when meeting all of the requirements.

PUBLIC HEARING DRAFT

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Casper continues to develop strategies to create sustainable and stronger neighborhoods in the City, specifically in the LMI neighborhoods. Generally, the geographic locations of these neighborhoods have remained relatively the same over the past several decades. Census Tract 200 which encompasses most of the north side of Casper, known as North Casper is considered to be heavily populated by persons who are of low-income levels and/or in a minority group. Strategies for redeveloping these particular neighborhoods include, but are not limited to, funding activities such as housing rehabilitation, emergency repairs, and sidewalk improvements. The LifeSteps Campus is increasing the housing units and the housing programs, specifically: housing persons who are homeless in the Housing First units, persons of low income levels in the Permanent Supportive units, and housing young females ages four through ten who are children at high-risk of suicide. The City Core rehabilitation is site-specific and the building must show clear signs of blight and the need for rehabilitation. Carry-over funding will be used for the home rehabilitation and emergency repair programs from PY2016.

Geographic Distribution

Target Area	Percentage of Funds
Old Yellowstone District	
North Casper	
LifeSteps Campus	68
City Core	4

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Given the average annual CDBG allocation, the City believes it should continue to direct funding toward the geographic areas indicated in order to have the strongest cumulative impact and qualify the results of the population served. Housing Rehabilitation and Sidewalk Rehabilitation projects will be concentrated in the North Casper area utilizing carry-over funds. The majority of the City's PY17 funding will be expended at LifeSteps campus replacing the fire suppression system increasing the liveability and safety of the campus where homeless or very low-income citizens reside or attend programs. Just under ten-percent is expected to be expended in the City Core and Old Yellowstone District which are located in low-income census tracts and address locations that all citizens of the City can patronize, attend the 'cheap seat' movies or enjoy community events, such as: annual Memorial Day Antique Car Show, monthly Art Walk, annual Balloon Festival, and the annual Crazy Days shopping event. Carry-over funds

PUBLIC HEARING DRAFT

will also be expended in the City Core area.

Discussion

The percentage of funds displayed above points out the key geographical areas for expenditures, however, does not include the twenty-percent of the funding that is allowed towards program administration or the eight-percent that will be expended on the transportation assistance program. Both of these funded projects are necessary and complete the one-hundred-percent of the Program Year 2017 funding allocation.

PUBLIC HEARING DRAFT

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing activities specifically undertaken by Casper will address the needs of homeless, non-homeless, and special needs households by performing rehabilitation, or providing property where the housing programs are facilitated. City of Casper Optional One-Cent funds allocated to the Casper Housing Authority will provide these households with new units or rehabilitated housing units on the City-owned LifeSteps Campus.

One Year Goals for the Number of Households to be Supported	
Homeless	39
Non-Homeless	11
Special-Needs	16
Total	66

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

Table 12 - One Year Goals for Affordable Housing by Support Type

PUBLIC HEARING DRAFT

Discussion

Agencies providing housing for persons who are homeless include Casper Housing Authority (CHA), Seton House, Community Action Partnership (CAP) of Natrona County, and Self Help Center. Agencies that primarily provide housing for non-homeless citizens are CHA, CAP, and Wyoming Housing Network. All of the listed agencies can provide assistance for persons with special needs. The City supports the agencies in their efforts with housing. CDBG Carry-Over funding will be utilized to assist with rehabilitating housing for non-homeless and special needs citizens. The City does not currently offer rental assistance, construction of new units, or acquire existing housing units. The City encourages, and cooperates with, developers who are interested in utilizing tax credits in the City for low-income housing structures by offering Certificates of Consistency and Letters of Support.

PUBLIC HEARING DRAFT

AP-60 Public Housing – 91.220(h)

Introduction

The Casper Housing Authority is the Public Housing Authority of the City of Casper. The Casper Housing Authority's Vision is to create dynamic communities where people thrive. The Casper Housing Authority's Mission is to provide quality affordable housing that is well integrated into the fabric of neighborhoods and serves as a foundation to improve lives and advance resident independence. The CHA currently owns and operates 75 public housing units throughout the City. The CHA manages LifeSteps Campus for the City and oversees 64 Public Housing units on the Campus.

Actions planned during the next year to address the needs to public housing

The City will continue to meet regularly with the local housing agencies, who oversee public housing, to discuss their needs, and if necessary, help lobby for additional resources.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The City will support and work with the local housing agencies to ensure that programs which include financial and life-skills education are in place to position the public housing residents for success in gaining and retaining homeownership. Wyoming Community Development Authority (WCDA) and Wyoming Housing Network (WHN) have programs to educate residents in responsible financing related to responsible management of house payments. WCDA offers the counseling along with low-interest loans for qualified buyers. WHN has begun a new program to reduce the amount of foreclosures in the City. They will work with clients to prevent or to remedy possible foreclosure on a home they have purchased.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Casper Housing Authority is not designated as 'Troubled'.

Discussion

Public housing is limited to low-income families and individuals. Eligibility is based on:

PUBLIC HEARING DRAFT

1. Annual gross income

2. Whether you qualify as elderly, a person with a disability, or as a family

There are currently 75 Public Housing units managed by the Casper Housing Authority.

PUBLIC HEARING DRAFT

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City is addressing the needs of the homeless population by undertaking programs to prevent homelessness and to provide housing for the homeless. The CDBG programs that help prevent homelessness include housing rehabilitation in owner-occupied homes and public housing facilities. CDBG funds are being used to fund supportive needs housing on the City-owned housing campus which provides housing for homeless persons in an environment where residents can also obtain supportive needs services.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City will continue to work with and support its network of local service providers and the local Continuum of Care entities in reaching out to persons who are homeless and assessing their individual needs. The annual Point-In-Time-Count which enables individual communities to quantify homelessness and assesses the homeless population needs involved a large event in conjunction with the 2017 Count. Forty Three (43) local agencies came together to offer a plethora of supportive services including health, legal, hygiene, food, supplies, clothing, and many, many other services which benefit the homeless population, but do not connect very often. The event was called Project Connect modeled after other cities programs and was well received by the guests, agency workers and volunteers. The event is planned to take place again with the 2018 Point-in-Time Count.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City, and its housing agencies, have undertaken the following steps to help end chronic homelessness:

- 126 beds are provided at Seton House for homeless men or women with at least one child.
- A 99-bed emergency housing shelter and transitional housing for the homeless is provided by the Wyoming Rescue Mission. A new transitional housing campus to house 16 homeless men who have graduated from the Mission program but are not yet ready to be out on their own is being planned for 2018. Two additional transitional housing units are planned to be constructed afterwards to house 18 to 20 additional males who are homeless and who will be assisted in

PUBLIC HEARING DRAFT

moving into permanent housing.

- 75 Beds are available for the Emergency Cold Weather Shelter on the City's LifeSteps Campus from October through May, or when weather dictates the need.
- 39 Housing First housing units will be overseen by the Casper Housing Authority on the City's LifeSteps Campus.
- 22 scattered site Permanent Supportive housing units are overseen by the Community Action Partnership of Natrona County.
- 12 housing units are provided for victims of domestic violence by the Self Help Center.
- 18 units will be coming up in 12 to 18 months in a new Veteran's Center - The Landing. A school building purchased by the Casper Housing Authority to house Veteran's services and a transitional housing program for Veterans.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City will continue to address assisting the homeless population in making the transition to permanent housing and independent living through its continued support of LifeSteps Campus, the State CoC, and local social service agencies and funding for the local housing agencies via its optional one-cent sales tax allocations annually, as available. The CentrePointe Apartment building will provide 54 brand-new low-income apartments and opened May 1, 2017 which will transition several residents from transitional housing programs into their own permanent housing. Agencies are working with the Natrona County School District Homeless Youth Coordinator on increasing the focus on housing unaccompanied youth which was the focus of the Point-in-Time Count held in January. The City of Casper is in discussion on utilizing buildings which are not in use for housing homeless youth.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services,

PUBLIC HEARING DRAFT

employment, education, or youth needs.

The City, CoC agencies and other local social service housing agencies will help low income individuals and families avoid becoming homeless. Development of new market and affordable housing is occurring in many neighborhoods. Affordable housing units, such as the Juniper Ridge Apartments owned and operated by Wyoming Housing Network and the CentrePointe Apartments owned and operated by the Casper Housing Authority, have received capital infusion directly from the City's General Fund.

Discussion

As part of the Analysis of Impediments, HUD guidance directs the entitlement community to assess the availability of affordable, accessible housing in a range of unit sizes, and the City has incorporated that direction into our Planning and Zoning decisions. As stated in the prior section, the City encourages and cooperates with developers wishing to utilize tax credits for low-income housing structures.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

PUBLIC HEARING DRAFT

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City of Casper initiated an Analysis of Impediments (AI) to Fair Housing Choice in October 2012. The report was scheduled to be updated in 2017, as it is required to be updated every (5) five years in order to gain fresh perspectives on the fair housing issues facing the community. The City, in conjunction with a State-wide collaborative will be submitting a new and up-to-date Analysis of Impediments report to HUD through the collaborative's consultant in 2017. The final approval may not be attained until 2018, at which time the report will be adopted by the City and posted on the Housing and Community Development website. The Region 8 Office of Fair Housing is aware of the State-wide collaboration and required submission date adjustments that will be needed.

The City completed the current Analysis of Impediments to Fair Housing Choice (AI) in accordance with the suggested planning process contained in the U.S. Department of Housing and Urban Development (HUD) publication Fair Housing Planning Guide. The purpose of the AI is to examine public and private policies, practices, and procedures affecting housing choice. An "impediment" to fair housing choice is defined as "any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin that restrict housing choices or the availability of housing choice" or "any actions, omissions, or decisions that have this effect."

According to local social service agencies that were consulted with, lack of funds for security deposits and/or first month's rent, cost burden of paying the monthly rent, poor credit or backgrounds, and availability of rental units continue to be the largest barriers to affordable housing in Casper. The sudden and extreme drop in the economy in the City of Casper and surrounding area has severely affected the jurisdiction. Loss of employment and revenue in the oil and gas industries has caused an uneven balance in the population that is seeking less expensive housing and the availability of such. In March 2016, the unemployment rate in Natrona County peaked at 7.3% reaching the highest level it has been at since 2000. In March of 2015 the unemployment rate in Natrona County was 4.7%. A 2.6% increase in unemployment has had an impactful effect on the City overall. The unemployment rate for February 2017 remained approximately unchanged at 6.8%, a 0.05% decrease from about a year ago, and the highest in the state of Wyoming. The effects of the poor economy are affecting Natrona County and City of Casper residents. The population in Wyoming has dropped for the first time in over twenty seven years. Natrona County lost 1,152 residents which was a 1.4% decrease of the county's total population.

The full AI can be found online at

http://www.casperwy.gov/residents/property_and_housing/housing_and_community_development/community_development_block_grant_program/

PUBLIC HEARING DRAFT

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The cost of housing, or the incentives to develop, maintain or improve affordable housing, are not affected by any specific public policy that would create a barrier to additional affordable housing. Cost burden and lack of adequate low-income housing are the main barriers to affordable housing in Casper.

The City continues efforts to encourage and simplify affordable housing developments such as:

- Allowing accessory dwelling units
- Allowing twin homes on lots that were not approved for in the past
- Reducing the minimum lot sizes to reduce burden on homeowner
- Reducing the minimum set-backs
- Non-conforming buildings are allowed as re-buildable, where they were not before
- Mixed use has been added to the code to invite multi-use facilities

Impediment #1 One of the components to providing fair housing is providing a variety of housing throughout the City that is affordable to people of all races, ethnicities, religious affiliations, gender, and income levels. According to HUD, the median income and the Fair Market Rent for the area determine low-moderate income status. The 2011-2015 American Community Survey shows that thirty seven percent (37%) of occupied housing units are renter occupied, and that seventy-one percent (71%) of rental households pay up to 30% of their income for their gross rent. When a household pays more than 30% of their income towards housing, HUD considers it no longer “affordable”. The percentage of persons in poverty in the City of Casper is 10.5% which is noted to be at a level not comparable to other geographic levels of poverty - it is higher than other locations

Short-Term Needs:

- Maintain existing housing stock and seek out new public/private partnerships for the development of new affordable housing
- Expansion of existing rental assistance programs

Long-Term Actions:

- Maintain zoning policies and housing development at moderate and high densities to reduce per unit costs and encourage the construction of affordable housing
- Encouraging housing agencies to expand homeownership assistance programs

PUBLIC HEARING DRAFT

Impediment #2 Due to the large rental market in Casper, an emphasis needs to be placed on educating tenants on their rights and how to take action if they feel their rights have been infringed upon. There continues to be little formalized effort in educating property owners about fair housing laws and what constitutes discrimination. Proper education of property owners could help minimize blatant infringements of tenants' rights as well as the "I did not know I couldn't do that" situations. Educating owners as to their rights, and how to take action if they feel their rights have been infringed upon as a landlord, is also needed. The following actions could help further fair housing:

Short-Term Needs:

- Provision of informational materials on fair housing to rental property owners through mailings and electronic sources.

Long-Term Actions:

- Work with local agencies to provide fair housing seminars and outreach programs to the owners of rental properties
- Support development of a central person/place for property owners to contact with questions regarding fair housing practices for their tenants as well as themselves
- Review Comprehensive Land Use Plans to ensure affordable housing growth can occur anywhere within the City
- Continue to invite landlords to the Wyoming NAHRO Conference as described above offering education and proper methods in renting their properties.

Discussion

Feedback provided by HUD indicates that reported cases of fair housing discrimination in the City of Casper continue to be infrequent. The City of Casper will analyze the Analysis of Impediments document periodically to identify the current policies, practices and procedures that may have a negative effect on fair housing within our jurisdiction. The City will update the Analysis of Impediments document in fiscal year 2017 or 2018 possibly changing it to an Affirmatively Furthering Fair Housing document. The City will amend and/or revise, as necessary, the implementation of the goals and objectives within the Five-Year Consolidated Plan (2015-2019) to affirmatively further fair housing. All legal and block advertisements have been revised offering accommodations to persons needing alternate languages and persons who are hearing impaired by adding the local TTY Wyoming Relay service number. The information offering alternate languages is printed in English as well as Spanish. All Public Meetings and Public Comment locations are fully accessible to any mobility impaired resident. All City Council meetings held in the Council Chambers have hearing assistance devices available and this information is on a permanent plaque at the entrance to the room.

PUBLIC HEARING DRAFT

AP-85 Other Actions – 91.220(k)

Introduction

A Four-Factor Analysis and Language Access Plan will be performed by the City in 2017 to determine the level of communication required to reach the most people. The report will assist the City in determining which language assistance measures are needed to be observed. The City makes efforts to comply with regulations and methods of assistance to enable all citizens to access information and meetings.

Actions planned to address obstacles to meeting underserved needs

The City of Casper, taking into account factors over which it has control, has taken the following steps to address obstacles to meeting underserved needs:

- Partnering and supporting its housing agencies to create more affordable housing units, and developing financing plans for payments and credit issues.
- Continuing to provide facilities at LifeSteps Campus for low-income housing, emergency cold-weather shelter, free or low-cost health care, life skills training, free or reduced-cost meals, Early Head Start school, and other programs offered occasionally to the tenants and the public which are free or of very minimal cost so that all citizens may participate.
- Providing subsidized tickets and tokens for reliable transportation so mobility is an option for every citizen.

Actions planned to foster and maintain affordable housing

The City will pursue additional state and federal resources, in support of the Continuum of Care and local housing agencies, to leverage affordable housing.

Actions planned to reduce lead-based paint hazards

In accordance with HUD regulations 24 CFR Part 35, all rehabilitation program assisted homes constructed prior to 1978 will be tested for lead-based paint, and if applicable, be inspected by a risk assessor.

Participating homeowners are provided with copies of the following:

- EPA lead Hazard Information Pamphlet "Protect Your Family from Lead in Your Home"
- Property Owner Disclosure (distributed to owners of a unit known to contain lead-based paint)

PUBLIC HEARING DRAFT

- or lead-based paint hazards for disclosure to tenants or prospective purchasers)
- Notice of Lead Hazard Evaluation or Presumption
 - Notice of Lead Hazard Reduction Activity including clearance, prior to the rehabilitation and lead based paint hazard work going out to bid; the Program Staff will determine the appropriate type of contractor needed to complete the required work. The Program Staff, homeowner, and contractor(s) awarded the job, will review the key aspects of the lead hazard reduction during the preconstruction conference. Program staff will verify that lead safe practices are followed as agreed upon throughout the project. The awarded contractor(s) will perform safe work practices approved by DEQ at all times which includes, but is not limited to:
 - Occupant protection
 - Work site preparation
 - Daily cleanup
 - Safe work practice
 - Worker protection
 - Proper hazardous material disposal

Occupants will be notified of any lead-hazard reduction measures that were taken. Subsequent to the program's final inspection, the Lead-based Paint Inspector will conduct a clearance examination, to confirm the unit is safe for occupancy and that lead hazard reduction was performed according to the Program's work specifications.

Actions planned to reduce the number of poverty-level families

The City of Casper, taking into account factors affecting poverty over which it has control, has taken the following steps to attempt to reduce the number of households with incomes below the poverty line:

- The Casper Housing Authority (CHA) has worked with several local businesses in order to receive job training for residents and has a program to connect public housing and other LMI residents with local job opportunities.
- Seton House, housing for single parents with at least one child has increased their housing units to house 30 adults and 50 children.
- The CHA opened a new 54-unit low-income apartment complex in May of 2017 in the downtown area where residents will be able to easily access transportation, many social service agencies as well as bi-weekly free community dinners.
- The CHA is rehabilitating ten units on the City-owned LifeSteps Campus for housing units increasing the total number of housing units to 64.
- Community Action Partnership continues to operate Permanent Supportive housing units following the Housing First model.
- The CHA has 534 units in their Section 8 program and 75 Public Housing units.

PUBLIC HEARING DRAFT

- A local developer has completed a WCDA application for a 74 unit apartment complex for senior citizens low-income housing.
- Subsidized Bus tickets and tokens funded with CDBG funds connect the LMI neighborhoods to the downtown employment base and to other buses serving the municipal area.
- The City supports local non-profit organizations such as CLIMB Wyoming to provide business training programs which target low/moderate income individuals.
- The City coordinates with its local economic development alliance for technical assistance and consultation to the local small business and entrepreneurial community.
- Coordination efforts continue on the part of the City, the Planning Department, Housing and Community Development and local agencies to provide for social service activities, planning, and housing development and rehabilitation programs.

Actions planned to develop institutional structure

The affordable housing strategy will be carried out by several primary providers and coordinators: The City's Planning Department, Housing and Community Development Department, Casper Housing Authority, Community Action Partnership, Seton House, Wyoming Housing Network, and the Wyoming Community Development Authority. Other agencies, such as non-profit and for-profit housing developers, will also play an important role in service provisions. The City offers Letters of Support and Certificates of Consistency to developers who are filling requirements set forth in the Consolidated Plan.

It is anticipated that the government agencies and housing developers will continue to be supported in the development of their projects by outside funding sources, such as WCDA (public agency) and local banks (financing).

The Housing and Community Development (HCD) Department will be the primary coordinator for non-federal funds and federal funds, such as CDBG, for the development and rehabilitation of affordable housing. This function will continue to be augmented by other providers, particularly non-profits such as the Homeless Coalition of Wyoming and housing developers. The HCD Department will communicate with these and other providers to improve coordination of services and to pool resources. The HCD Department will act as the conduit for local funds as well as State funds. It will also work with private developers to assist them in obtaining financing and approvals for affordable housing development. The Casper Housing Authority will coordinate all projects associated with the City's public housing units and housing vouchers. The Authority is responsible for reporting directly with HUD regarding public housing and housing vouchers. Coordination between the providers of rental assistance should be strengthened to ensure the efficient use of funds and to reduce duplication. Communications between the City and non-profits will continue to be enhanced in order to deal more effectively with the housing programs.

PUBLIC HEARING DRAFT

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Casper will continue to provide referrals, assist, and work with the local public and private housing and social service agencies. The City will continue to encourage developers seeking to build private housing which will offer additional low-income housing options in the community.

Discussion

In terms of addressing obstacles to meeting underserved needs, fostering and maintaining affordable housing, removing barriers to affordable housing, evaluating and reducing lead-based hazards, reducing the number of poverty level families, developing institutional structures, and enhancing coordination between public and private housing and social service agencies and fostering public housing improvements and resident initiatives, the City will strive to maintain contact with agencies which were interviewed for the Five Year Consolidated Plan and assist in overcoming any obstacles which may arise with regards to these issues. All available funding will be pursued which may effectively address these issues in the City. The City will also continue to work closely with the Housing Authority in order to ensure coordination of planning efforts for the public housing units.

PUBLIC HEARING DRAFT

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	76.00%

Discussion

The one-year period will be used to determine a minimum of overall benefit of 76% of CDBG funds to be used to benefit persons of low and moderate income. The one-year period to be covered by this Annual Action Plan is July 1, 2017 - June 30, 2018.

PUBLIC HEARING DRAFT

Attachments

PUBLIC HEARING DRAFT

Citizen Participation Comments

**Summary and Comments received from the Public Meeting
Friday, 4/21/2017
1514 E. 12th St., LifeSteps Campus, Bldg. K**

4 people attended the Public Meeting.

The comments from attendees are as follows:

- Approved of rehabilitation funding and stated that some of the larger buildings in the City would be better rehabbed than torn down.
- Regarding Façade Grants: The Old Yellowstone District used to be empty – lots of the buildings have been fixed up and the area looks better and now a lot of new places are down there.
- Supports how the CDBG funds have been and are planned to be expended on the LifeSteps Campus and in the City.
- Other areas around the City like Evansville and Mills could benefit from the State CDBG dollars if they would allocate some in this area.
- Regarding LifeSteps Fire Alarm System Replacement: Building B needs an alarm system if there is not one there. (The tenant was told this would be checked into.)
- It would be helpful to have a storage building in the City where donations could be dropped-off at and distributed to homeless and/or low-income residents.
- Campus tenants feel housing on the Campus is being handled well.
- Glad to hear all buildings on campus will be rehabilitated and fully available for housing.

**Summary and Comments received from the Public Meeting
Sunday, 4/23/2017
112 S. Beech St., King's Corner Outreach Center**

47 people attended the Public Meeting.

The comments from attendees are as follows:

- Many attendees mentioned the need for subsidized bus tokens and said CATC (Casper Area Transportation Coalition) is out until September. Others stated it is difficult to find an agency that isn't out also.
- Several people wanted information on where they could apply for low-income housing.
- One person asked what level of a felony would prevent her from obtaining vouchered low-income housing. I referred her to Casper Housing Authority.
- A gentleman who lives in low-income housing where seniors also live stated that the seniors spend their money on rent and have little to nothing left for groceries or basic home supplies. He started a donation table at the housing complex he referred to.
- Many attendees were interested in the mail boxes and pagers available at the Casper Housing Authority.

PUBLIC HEARING DRAFT

- Attendees expressed excitement about CentrePointe, the new low-income apartment building which will open May 1st.

RESOLUTION NO. 17-96

A RESOLUTION ADOPTING THE 2017-2018 ANNUAL ACTION PLAN, APPROVING THE PROPOSED USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS, AND AUTHORIZING SUBMISSION OF THE SAME TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the City of Casper is an entitlement City and eligible for certain Federal funding through the U.S. Department of Housing and Urban Development and, as such, is required to prepare a Five-Year Consolidated Plan and Annual Action Plans that address housing and community development needs.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Annual Action Plan for the period covering July 1, 2017 through June 30, 2018 is hereby adopted and the proposed use of the Community Development Block Grant funds is hereby approved.

BE IT FURTHER RESOLVED: That the City Manager is authorized to execute documents pertaining to said plan; and the submission of the same to the U.S. Department of Housing and Urban Development is hereby approved.

PASSED, APPROVED, AND ADOPTED on this ____ day of _____, 2017.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenye Humphrey
Mayor

June 1, 2017

MEMO TO: Liz Becher, Interim City Manager

FROM: Tracey L. Belser, Assistant City Manager/Support Services Director *ZUB*
Pete Meyers, Assistant Support Services Director
Carla Mills-Laatsch, Licensing Specialist

SUBJECT: Second Reading Ordinance for Dispensing Room Changes

Meeting Type & Date

Regular Council Meeting
June 6, 2017

Action Type

Second Reading Ordinance

Recommendation

That Council approve, on second reading, an Amendment to Liquor Licensing Laws in Chapter 5 of the Casper Municipal Code.

Summary

In 2017, the Wyoming State Legislature enacted many changes to the laws that govern liquor licensing for bars, restaurants, and similar establishments. One of the primary changes involved dispensing rooms. Until now, licensed facilities such as bars and restaurants needed to designate a specific “dispensing room” from which to pour alcohol.

The City of Casper’s municipal code has an extensive chapter of liquor law. Since this chapter was written to be compatible with state law, it is recommended that the municipal code be amended in order to remain consistent with the new state statutes. Due to current businesses that would need to consider alteration of design of constructing dispensing rooms, City staff recommends the following amendments be prioritized before other liquor law amendments.

Specifically:

1. 5.08.025 (C) (1) specifies that Microbreweries must dispense separately from the dining area. The proposed amendment would take this section out entirely.
2. 5.08.040 (A) specifies that liquor dealers must describe a dispensing room. The proposed amendment would change “dispensing room” to “licensed building.”
3. 5.08.070 (A) specifies that liquor dealers must designate a dispensing room or rooms. The proposed amendment would move to match the language of state law by applying the license to the entire building, rather than the room. This change would not apply to restaurants. This section also addresses Public Hearing advertising requirements. Liquor License applicants are currently required to advertise a license transfer at least four times in four consecutive weeks. This amendment will reduce the advertising requirements from four consecutive weeks down to two consecutive weeks.

4. 5.08.080 (E) specifies the requirements for Special Malt Beverage dispensing rooms and hours of operation. This amendment will remove all references to dispensing rooms and replace them with references to “licensed building.”
5. 05.08.100 (A) (3) specifies that anyone who does not own the building where the licensed room is located must hold a lease. The proposed amendment will change this to “the licensed building.”
6. 5.08.160 specifies the requirement for displaying the license in the licensed room. This amendment will change that requirement to be displayed in “the licensed building”.
7. 5.08.210 (B) specifies that a drive-in window cannot be more than forty feet from the licensed room. Package liquor stores will no longer have a licensed room, so this paragraph is being taken out entirely.
8. 5.08.280 (B) specifies that restaurants can only pour from within one room. This change will allow restaurants to have two dispensing rooms. It will also specify that restaurant employees may enter dispensing rooms provided that the employees are at least 18 years old.
9. 5.08.290 specifies that alcohol can only be poured from one or two rooms in any retail establishment, plus one area for packaged liquor sales. This is being changed so that the ordinance refers to the licensed building rather than the dispensing rooms.
10. 5.08.290 (J) The proposed amendment will change this to the licensed building. It will also restrict the licensed area to 21 year olds if the area is used primarily for off-premise sales unless accompanied by a parent or legal guardian that is at least 21 years old.
11. 5.08.310 specifies that six times a year the City Manager may issue a permit for a licensee to dispense in one alternative room in the same building. The proposed amendment will take this out entirely.
12. 5.08.320 specifies the hours of operation for licensed rooms. The proposed amendment will change this to “the licensed building”.
13. 5.08.350 specifies that no one under the age of 21 may enter a dispensing room unless they are accompanied by an adult; this applies to both customers and to employees. This will be taken out entirely as it is already addressed in 5.08.280.
14. 5.08.370 specifies that a person can be employed to serve alcohol so long as they are at least nineteen years of age. This will be amended to state that employees can serve alcohol so long as they are at least eighteen years of age.

These terms were generally discussed at a City Council work session on April 25th, 2017. Council collected public input on the ordinance at a public hearing on May 16th. Council passed the ordinance on first reading at that meeting, but in response to some concerns that were raised by the public, Council asked to review the ordinance at another work session before bringing it back for second reading.

The ordinance was duly discussed at a work session on May 20th, 2017. Options for amending the ordinance were considered, including possible changes to the age restrictions of customers and employees. In the end, Council opted to only make one additional change. The change applied to section 5.08.370, which deals with the age of servers who are employed at licensed

establishments. This change has been added to the ordinance as presented for second reading, along with a change that specifies that the ordinance would not become effective until July 1, 2017, which is the date that the new state law comes into effect.

Financial Considerations

No financial consideration.

Oversight/Project Responsibility

Pete Meyers, Assistant Support Services Director

Attachments

Ordinance Amending Various Sections of Chapter 5 of the Casper Municipal Code

ORDINANCE NO. 9-17

AN ORDINANCE AMENDING CHAPTER 5 OF THE CASPER MUNICIPAL CODE TO CHANGE THE REQUIREMENTS FOR RESTAURANT DISPENSING ROOMS, REMOVE REFERENCES TO DISPENSING ROOMS FOR VARIOUS TYPES OF LICENSED LIQUOR ESTABLISHMENTS, AND TO APPLY REGULATIONS TO LICENSED BUILDINGS FOR ESTABLISHMENTS WITH RESTAURANT LIQUOR LICENSES, RETAIL LIQUOR LICENSES, RESORT LIQUOR LICENSES, LIMITED RETAIL LIQUOR LICENSES, BAR & GRILL LIQUOR LICENSES, PERMITTED MICROBREWERIES, AND PERMITTED SATELLITE WINERIES.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING, THAT THE CASPER MUNICIPAL CODE IS HEREBY AMENDED AS FOLLOWS:

SECTION 1:

Section 5.08.025(C) (1) is hereby repealed in its entirety.

1. REPEALED. ~~May provide a separate dining area in which the brewed malt beverage or manufactured wine may be dispensed which shall be separate from any dining area in which persons under the age of twenty one years are permitted to enter. The dining room in which the malt beverages or wines are dispensed shall not be considered the dispensing room for purposes of the restaurant liquor license;~~

SECTION 2:

Section 5.08.040(A) shall be amended to read as follows:

The location and description of the ~~room~~ LICENSED BUILDING in which the applicant will sell under the license, if the building is in existence at the time of application. If the building is not in existence, the location and an architect's drawing or suitable plan of the ~~room~~ LICENSED BUILDING and premises to be licensed;

SECTION 3:

Section 5.08.070(A) shall be amended to read as follows:

A. When an application for a license, special malt beverage permit, renewal, ~~expansion~~ or a transfer of location or ownership thereof has been filed with the city clerk, the clerk shall promptly prepare a notice of application, place the notice conspicuously upon the premises shown by the application as the proposed place of sale, and publish the notice in a newspaper of local circulation once a week for ~~four~~ TWO consecutive weeks. The notice shall state that a named applicant has applied for a license, special malt beverage permit, renewal, expansion or transfer thereof, and that protests against the issuance, renewal, expansion or transfer of the license or special malt beverage permit will be heard at a designated meeting of the city council. Each applicant shall, at the time of filing his

application, pay the clerk an amount sufficient to cover the costs of publishing notice. Notices may be substantially in the following form:

NOTICE OF APPLICATION FOR A _____

Notice is hereby given that on the _____ day of _____, 19_____, (name of applicant) filed an application for a _____ license (permit), in the office of the Clerk of the City of Casper for the following ~~described place (and room)~~ BUILDING (insert ~~description~~ ADDRESS) and protests, if any there be, against the issuance (transfer or renewal) of the license (permit) will be heard at the hour of _____ .m. on the _____ day of _____, 19_____, in the (meeting place of the governing body).

_____	_____
Dated	Signed
	City Clerk

SECTION 4:

Section 5.08.080(E) shall be amended to read as follows:

E. The permit shall be subject to such rules and regulations as are established by the city council for the following:

- ~~1. The location of the dispensing rooms;~~
- ~~2. The furnishings and other features of the dispensing rooms; and~~
- 3.1. The hours and days of operation of the ~~dispensing rooms~~ LICENSED BUILDING.

SECTION 5:

Section 5.08.100(A) (3) shall be amended to read as follows:

3. Any party who does not own the LICENSED building ~~in which the licensed room is located~~ or hold a written lease for a period for which the license will be effective, containing an agreement by the lessor that alcoholic liquor or malt beverages may be sold upon the leased premises, except as provided by subdivision 4 of this subsection;

SECTION 6:

Section 5.08.160 shall be amended to read as follows:

Each licensee shall display his license in a conspicuous place in the licensed ~~room~~ BUILDING.

SECTION 7:

Section 5.08.210 (B) shall be amended to read as follows:

B. ~~REPEALED No part of the area used for orders, delivery and making payment shall be more than forty feet distant from the licensed room;~~

SECTION 8:

Section 5.08.280(B) shall be amended to read as follows:

Alcoholic liquor and malt beverages shall be dispensed and prepared for consumption in one ROOM, AND ONE (1) ADDITIONAL ROOM IF AUTHORIZED BY THE CITY COUNCIL ~~rooms~~ upon the licensed premises separated from the dining area in which alcoholic liquor and malt beverages may be served, and in the case of a golf course upon which a restaurant liquor license is operational, at dispensing areas on the premises of the golf course as provided by subsection E hereof. No consumption of alcoholic liquor or malt beverages shall be permitted within the dispensing room OR ROOMS, nor shall any person other than employees ~~over~~ WHO ARE AT LEAST ~~nineteen~~ EIGHTEEN YEARS of age be permitted to enter ~~the~~ A dispensing room. If a restaurant has a dispensing room separate from the dining area which is licensed prior to February 1, 1979, for purposes of alcoholic liquor or beverage sales and consumption, the restaurant may dispense alcoholic liquor or malt beverages in the separate dispensing room under a restaurant liquor license, and any person ~~over~~ WHO IS AT LEAST ~~nineteen~~ EIGHTEEN years of age is permitted to enter the separate dispensing room.

SECTION 9:

Section 5.08.290 shall be amended to read as follows:

A. The principal place in which alcoholic liquor and malt beverages are sold under a retail liquor license shall be located in ~~one room~~ ONE BUILDING upon the premises for which the retail liquor license is issued and as approved by the licensing authority. ~~Upon payment of an additional license fee equal to two-thirds of the fee paid for the retail license, a licensee may have and maintain one additional dispensing room in the same building under the authority of the original license.~~

B. Alcoholic beverages secured in the licensed ~~room~~ BUILDING by a server may be served only in the LICENSED building in ~~which the licensed room is located~~, and in an immediately adjacent fenced or enclosed area as approved by the city council. This area shall not be in another building, ~~and shall be located on the licensed premises.~~

C. ~~REPEALED Only alcoholic and malt beverages, nonalcoholic beverages, food, tobacco and national alcoholic liquor and malt beverage promotional sales items sold to the licensee bearing the name and trademark of the national alcoholic liquor and malt beverage firm or company whose product the item is advertising may be sold and served in the licensed room.~~

D. No gambling shall be permitted in a ~~licensed room~~ LICENSED BUILDING ~~or dispensing room.~~

E. Repealed.

F. The retail licensee may separate the facility for the sale of alcoholic liquor and malt beverages for off-premises consumption from the facility used to serve customers for on-premises consumption ~~without payment of an additional fee.~~

G. A separated facility for making sales for off-premises consumption shall ~~be located adjoining the facility for making sales for on-premises consumption. The two facilities may~~ be separated by a glass or other suitable partition when a connection doorway exists to permit persons to pass freely between the two facilities.

H. THE Licensee, AN employee, or A licensed operator is to be PRESENT in THE licensed ~~room~~ BUILDING USED FOR THE SELLING OR DISPENSING OF MALT BEVERAGES OR ALCOHOLIC LIQUORS at all times during hours of operation.

I. All licensees, OTHER THAN RESORT LICENSEES AND LIMITED RETAIL LICENSEES, are required to post signage on all exits from THE licensed ~~rooms~~ BUILDING stating:

"No alcohol beyond this point per open container ordinance 5.08.420."

ALL LICENSEES OF LIMITED RETAIL OR RESORT LIQUOR LICENSES SHALL POST SIGNAGE ON ALL DRIVEWAY AND PATHWAY EXITS FROM THE LEGAL BOUNDARY OF THE LOT OR LOTS UNDER THE OWNERSHIP OR LEASE BY THE LICENSEE STATING:

"NO ALCOHOL BEYOND THIS POINT PER OPEN CONTAINER ORDINANCE 5.08.420."

SECTION 10:

That a new paragraph J of Section 5.08.290 of the Casper Municipal Code shall be created to read as follows:

J. NO PERSON UNDER THE AGE OF TWENTY-ONE (21) SHALL ENTER OR REMAIN IN AN ESTABLISHMENT THAT IS PRIMARILY FOR OFF-PREMISE SALES OF ALCOHOLIC LIQUOR OR MALT BEVERAGES UNLESS ACCOMPANIED BY A PARENT, SPOUSE OR LEGAL GUARDIAN WHO IS TWENTY-ONE (21) YEARS OF AGE OR OLDER.

SECTION 11:

Section 5.08.310 is hereby repealed in its entirety:

~~The city manager or his or her designee may issue a twenty four hour permit to any licensee authorizing the sale of alcoholic or malt beverages in one additional dispensing room in the same building licensed by the original license for a twenty four hour period only. No one licensee shall be issued more than six permits in any one year period. The fee for the permit shall be twenty five dollars.~~

SECTION 12:

Section 5.08.320 is hereby amended by removing the strike out words and replacing with language that is capitalized as follows:

A. All licensees except club licensees holding liquor licenses shall be controlled by the following schedule for operating hours:

1. On all days except Sunday, a licensee may COMMENCE THE SELLING, SERVING, OR DISPENSING OF ALCOHOLIC LIQUORS OR MALT BEVERAGES ~~open the dispensing room~~ at six a.m. and shall ~~close the dispensing room and~~ cease the sale of both alcoholic liquor and malt beverages promptly at the hour of two a.m. the following day. ~~and shall clear the dispensing room~~ ANY PORTION OF ANY BUILDING USED BY THE LICENSEE FOR THE SELLING, SERVING, DISPENSING, OR CONSUMPTION OF ALCOHOLIC LIQUORS OR MALT BEVERAGES SHALL BE CLEARED of all persons other than employees by two-thirty a.m. THE LICENSEE SHALL ENSURE THAT ALL CONSUMPTION OF ALCOHOLIC LIQUORS OR MALT BEVERAGES HAS CEASED BY TWO-THIRTY A.M. WITHIN ALL AREAS OF THE LICENSED BUILDING, OR IN THE CASE OF RESORT LICENSEES, WITHIN THE BOUNDARY

OF THE LOT OR LOTS UNDER THE OWNERSHIP OR LEASE BY THE LICENSEE, OTHER THAN IN PRIVATE HOTEL OR MOTEL ROOMS; and

2. On Sundays, licensees may COMMENCE THE SELLING, SERVING, OR DISPENSING OF ALCOHOLIC LIQUORS OR MALT BEVERAGES ~~open the dispensing room between the hours of~~ AT ten a.m. ~~and ten p.m.~~ AND SHALL CEASE THE SALE OF ALCOHOLIC LIQUORS OR MALT BEVERAGES PROMPTLY BY THE HOUR OF TEN P.M. ~~and shall clear the dispensing room~~ ANY PORTION OF THE BUILDING USED BY THE LICENSEE FOR THE SELLING, SERVING, DISPENSING, OR CONSUMPTION OF ALCOHOLIC LIQUORS OR MALT BEVERAGES SHALL BE CLEARED of all persons other than employees by ten-thirty p.m. THE LICENSEE SHALL ENSURE THAT ALL CONSUMPTION OF ALCOHOLIC LIQUORS OR MALT BEVERAGES HAS CEASED BY TWO-THIRTY A.M. WITHIN ALL AREAS OF THE LICENSED BUILDING, OR IN THE CASE OF RESORT LICENSEES, WITHIN THE BOUNDARY OF THE LOT OR LOTS UNDER THE OWNERSHIP OR LEASE BY THE LICENSEE, OTHER THAN IN PRIVATE HOTEL OR MOTEL ROOMS. However, on Sundays that occur on December 31st licensees may ~~close the dispensing room and cease the sale of~~ CONTINUE TO SELL, SERVE, OR DISPENSE both alcoholic liquor and malt beverages ~~promptly at~~ UNTIL the hour of two a.m. on January 1st. AT TWO-THIRTY A.M. ON JANUARY 1ST, ANY PORTION OF THE BUILDING USED BY THE LICENSEE FOR THE SELLING, SERVING, DISPENSING, OR CONSUMPTION OF ALCOHOLIC LIQUORS OR MALT BEVERAGES SHALL BE CLEARED ~~and shall clear the dispensing room~~ of all persons other than employees ~~by two-thirty a.m.~~ THE LICENSEE SHALL ENSURE THAT ALL CONSUMPTION OF ALCOHOLIC LIQUORS OR MALT BEVERAGES HAS CEASED BY TWO-THIRTY A.M. WITHIN ALL AREAS OF THE LICENSED BUILDING, OR IN THE CASE OF RESORT LICENSEES, WITHIN THE BOUNDARY OF THE LOT OR LOTS UNDER THE OWNERSHIP OR LEASE BY THE LICENSEE, OTHER THAN IN PRIVATE HOTEL OR MOTEL ROOMS.

B. Clubs holding a limited retail liquor license may COMMENCE THE SELLING, SERVING, OR DISPENSING OF ALCOHOLIC LIQUORS OR MALT BEVERAGES ~~open~~ each day at nine a.m. and shall ~~close the dispensing room and~~ cease sales of alcoholic liquor and malt beverages promptly at the hour of two a.m. of the following day and shall clear the ~~dispensing room~~ LICENSED BUILDING of all persons other than employees by two-thirty a.m. Clubs holding a limited retail liquor license may remain open past two a.m. on the morning of January 1st.

C. The hours of operating designated in subsection A of this section may be modified on no more than four days each calendar year by a resolution of the city council, designating those dates during city or county fairs, rodeos, pageants, jubilees, special holidays or similar public gatherings when all licensees may continuously operate their ~~dispensing rooms~~ LICENSED BUILDING, OR LICENSED RESORT OR CLUB PREMESIS for a period of twenty-four hours beginning at six a.m. on days other than Sunday, and beginning at ten a.m. on Sundays.

SECTION 13:

Section 5.08.350 is hereby repealed in its entirety.

~~A. No licensee or agent, employee or servant thereof shall knowingly permit any person under the age of twenty one to enter or remain in the licensed room or rooms where alcoholic liquor or malt beverages are dispensed. No person under the age of twenty one years shall enter or remain in the licensed room or rooms where alcoholic beverages are sold unless:~~

~~1. Accompanied by his or her parent or guardian who is at least twenty one years of age; and~~

~~2. The licensed room is for the sale of alcoholic or malt beverages for off-premises consumption and separate from any licensed room for on-premises consumption; and OR~~

~~3. With the approval of the City Council, in a dining or waiting area with an adult not later than ten p.m. if the dining or waiting area is part of the licensed room.~~

~~B. When the licensed room or rooms are not open for the sale or dispensing of alcoholic liquor or malt beverages, employees of the licensee under the age of twenty one may be permitted in the course of their employment to work in the room or rooms.~~

~~C. Any person violating subsection A of this section or aiding, abetting or inciting any violation thereof is guilty of a misdemeanor and upon conviction shall be punished by a fine of not less than one hundred fifty dollars for the first conviction. The person convicted of a subsequent violation of this section within twelve months, shall be punished by a fine of not less than three hundred fifty dollars nor more than seven hundred fifty dollars. The person convicted of a third violation of this section within twenty four months shall be punished by a fine of not less than six hundred dollars nor more than seven hundred fifty dollars, plus not less than five days nor more than six months in jail.~~

SECTION 14:

Section 5.08.370(B) is hereby amended by removing the strike out words as follows:

5.08.370 - Minors—Possession of alcohol or public intoxication.

B. It is declared to be illegal and a violation of this chapter for any person under the age of twenty-one years to have alcoholic liquor or malt beverages in his or her possession, or to be drunk or under the influence of alcoholic liquor or malt beverages on any street or highway or in any public place. Provided, however, this subsection does not apply to possession of alcoholic liquor or malt beverages by a person under the age of twenty-one years:

1. When making delivery of alcoholic or malt beverages pursuant to his lawful employment;

2. Who is in the physical presence of his or her parents or legal guardian;

~~3. When dispensing or serving alcoholic or malt beverages or otherwise working in dispensing room pursuant to his or her employment, if the person was at least nineteen years of age on the effective date of the ordinance codified in this section. This subdivision does not apply to persons otherwise authorized to serve alcoholic malt beverages under subdivision 4 of this subsection;~~

4.3 Is a licensee under this title; or

5.4 When serving alcoholic or malt beverages pursuant to his or her employment in a restaurant which holds a license to serve alcoholic or malt beverages, if the person is at least eighteen years of age.

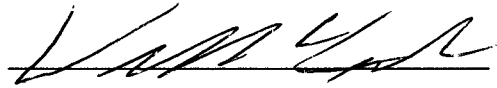
C. It is declared to be illegal for any person to attempt to commit any offense under this section. Any person convicted of such attempt is subject to fine or jail or both, which punishment may not exceed the maximum punishment prescribed for illegally possessing alcoholic liquor or malt beverages under this section.

SECTION 15:

This ordinance shall become in full force and effect upon passage on third reading and publication but not sooner than July 1, 2017.

PASSED on 1st reading the 16th day of May 2017
PASSED on 2nd reading the day of 2017
PASSED, APPROVED, AND ADOPTED on this day of , 2017.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

ORDINANCE NO. 10-17

AN ORDINANCE AMENDING SECTION 2.04.060 OF
THE CASPER MUNICIPAL CODE PERTAINING TO
REGULAR MEETINGS OF THE CASPER CITY COUNCIL

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

Section 1:

That Section 2.04.060 - Regular Meetings, of the Casper Municipal Code shall be amended to
read as follows:

The regular meetings of the city council shall be held on the first and third Tuesday of
each month. IN THE EVENT ANY SUCH REGULAR MEETING FALLS ON A
HOLIDAY RECOGNIZED BY THE CITY, THE CITY COUNCIL MAY, BY
RESOLUTION, CANCEL AND RESCHEDULE SUCH MEETING TO A DIFFERENT
DATE AND TIME, WHICH RESOLUTION SHALL BE SPREAD ON THE MINUTES
OF THE COUNCIL PROCEEDINGS, AND PUBLISHED ONCE IN A NEWSPAPER
OF GENERAL CIRCULATION AS DEFINED IN SECTION 15-1-116 OF THE
WYOMING STATUTES.

Section 2:

FOR PURPOSES OF THE REGULAR CASPER CITY COUNCIL MEETING
SCHEDULED FOR JULY 4, 2017, THIS MEETING IS HEREBY RESCHEDULED TO
WEDNESDAY, JULY 5, 2017, AT 6:00 P.M. IN THE COUNCIL CHAMBERS
LOCATED IN CITY HALL AT 200 N. DAVID STREET, CASPER, WYOMING
82601.

Section 3:

This ordinance shall become in full force and effect upon passage on three readings and
publication.

PASSED on first reading this 16th day of May 2017.

PASSED on second reading this ____ day of _____ 2017.

PASSED, APPROVED AND ADOPTED on third and final reading this _____ day of _____ 2017.

APPROVED AS TO FORM:




ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Kenyne Humphrey
Mayor

May 15, 2017

MEMO TO: Liz Becher, Interim City Manager 

FROM: Craig Collins, City Planner, Community Development

SUBJECT: Resolution approving a vacation and replat of Lots 2-4 of Mesa Addition No. 9 to Create Two New Lots in the Mesa Addition No. 9 Subdivision, Lots 2A and 3A

Meeting Type & Date:

Regular Council Meeting, June 6, 2017.

Action Type:

Resolution.

Recommendation: That Council, by resolution, approve a vacation and replat of Lots 2-4 of the Mesa Addition No. 9 to Create Two New Lots in the Mesa Addition No. 9 Subdivision, Lots 2A and 3A.

Summary: Background and Analysis – Wolf Creek Properties, Inc. has applied for a replat of three (3) lots located in Mesa Addition No. 9, to consolidate the lots into two (2) newly configured lots. The subject property is zoned C-2 (General Business), is located east of the Meadowlark Subdivision and west of Central Drive. The subject property is currently under construction for residential structures. The original lots were platted at forty (40) feet in width and the proposed replat is increasing the width of the lots to sixty (60) feet. The C-2 (General Business) zoning district does not provide a minimum lot area or minimum width requirement.

Previous Council/Commission/Board Actions - The Planning and Zoning Commission reviewed the proposed vacation and replat at its April 20, 2017 public hearing. There were no public comments either for or against the case. The Planning and Zoning Commission voted to approve the vacation and replat and to forward a “do-pass” recommendation to the City Council.

Communication Efforts – As required by City Code and Wyoming State Statute, a legal notice was published in the Casper Star-Tribune for the Planning and Zoning Commission public hearing.

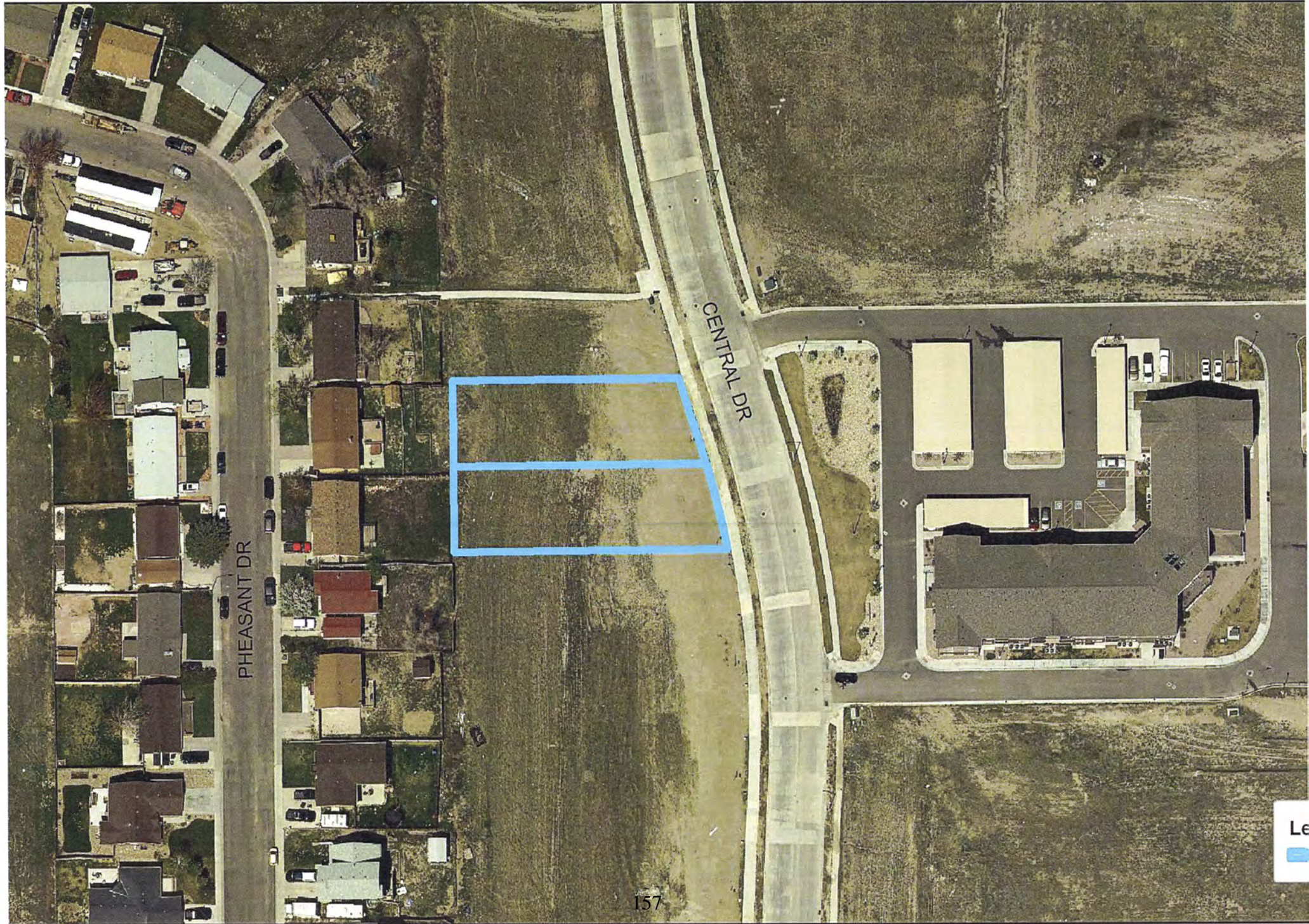
Public notices were sent to all property owners within three hundred (300) feet of the subject property by First Class Mail, and the property was posted with an informational sign.

Financial Considerations: N/A.

Oversight/Project Responsibility: Craig Collins, City Planner, is tasked with applying the City's land use regulations.

Attachments: Resolution
Aerial Photo
Plat

No. 9 - Lots 2A & 3A



RESOLUTION NO. 17-97

A RESOLUTION APPROVING THE VACATION AND REPLAT OF LOTS 2-4 OF MESA ADDITION NO. 9 TO CREATE TWO NEW LOTS IN THE MESA ADDITION NO. 9 SUBDIVISION, LOTS 2A AND 3A

WHEREAS, an application has been made to vacate and replat Lots 2-4 of Mesa Addition No. 9 to create two new lots in the Mesa Addition No. 9 Subdivision, Lots 2A and 3A; 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 governing body of the City of Casper finds that the above described vacation and replat 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 replat as described above.

BE IT FURTHER RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the two newly configured lots within the Mesa Addition No. 9 Subdivision are subject to the Mesa Addition No. 9 Subdivision Agreement, executed June 6, 2014 and recorded as Instrument Number 975213.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2017.

APPROVED AS TO FORM:




ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

May 15, 2017

MEMO TO: Liz Becher, Interim City Manager 

FROM: Craig Collins, AICP, City Planner

SUBJECT: Resolution Authorizing a Quitclaim Deed for Closing on the Sale of the Fire Station #6 Property, Located at 270 Valley Drive

Meeting Type & Date:

Regular Council Meeting, June 6, 2017.

Action Type:

Resolution.

Recommendation: That Council, by resolution, accept One Hundred Eighty Two Thousand Dollars (\$182,000) as the highest responsible bid for the Fire Station #6 property and authorize a Quitclaim Deed for Closing on the sale of said property.

Summary: Background and Analysis – The City of Casper requested sealed bids for four (4) City-owned properties. The City Council opened said bids at a special public meeting on April 17, 2017 and discussed the bids that were received at a public work session on April 25, 2017. The City Council members in attendance directed staff to move forward with two (2) of the four (4) bids, including the Fire Station #6 property. The following is a summary of the bids that were received for the Fire Station #6 property:

Fire Station #6

Appraised Value - \$230,000

1. Z-Holdings, LLC - \$182,000. A valid government issued photo ID was provided for Mitchell Dean Zimmerman, as was a copy of the Articles of Organization of Z-Holdings, LLC which named Mitchell D. Zimmerman as the registered agent.
2. Cameron Wagner - \$180,000. A valid government issued photo ID was not provided with the bid, as was required in the legal notice.
3. O'Quinn Enterprises Limited Partnership - \$130,000. A valid government issued photo ID was provided for Richard Cameron O'Quinn, as was a copy of a Certificate of Amendment of O'Quinn Enterprises Limited Partnership Agreement, which names Richard C. O'Quinn, Trustee of the Richard C. O'Quinn Revocable Trust, dated July 29, 2009 as a General Partner.

Previous Council/Commission/Board Actions – Staff was directed to have the properties appraised and to advertise for the potential sale of the four (4) City-owned properties by the City Council after discussion at a Work Session in the fall of 2016. The City Council opened the sealed bids at a public meeting on April 17, 2017 and discussed the bids at a regular work session on April 25, 2017.

Communication Efforts – As required by State Statute, public notice was published in the Casper Star-Tribune three (3) times, advertising the Request for Bids. The Request for Bids was also advertised on the City’s website (casperwy.gov). In addition, multiple press releases were distributed to the media. Staff held a public open-house at the Fire Station #6 property on March 30, 2017.

Financial Considerations: The sale of the property will generate \$182,000 in revenue for the City of Casper. In addition, the property will be added to the County’s tax roll, and will be transitioned from excess public property into beneficial private use.

Oversight/Project Responsibility: Craig Collins, City Planner.

Attachments: Resolution
Quitclaim Deed
Legal Notice
Invoice, American Title
Report of Title

QUITCLAIM DEED

The City of Casper, Wyoming, a Wyoming Municipal Corporation, 200 North David Street, Casper, Wyoming, 82601, as Grantor, for and in consideration of One Hundred Eighty Two Thousand Dollars (\$182,000.00) in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, hereby conveys and quitclaims to Z-Holdings, LLC, 700 East 1st Street, Casper, Wyoming 82636, as Grantee all interest in the following described real estate, situated in Natrona County and State of Wyoming, to-wit:

A parcel located in and being a portion of Commercial Tract No. 4 of Paradise Valley, a subdivision of parts of Sections 23 and 14, T33N, R80W, 6th P.M. Natrona County, Wyoming, more particularly described as follows:

Commencing at the NE corner of said N1/2SE1/4 Section 23; thence S. 88°35' W. along the northerly line thereof, 1440.29 feet to a point in the easterly line of said Commercial Tract No. 4 and also the westerly line of Valley Drive of said subdivision; thence S. 18°26' E. along the easterly line of said Commercial Tract No. 4, and the westerly line of said Valley Drive, 380.80 feet to a point therein, which point is the northeasterly corner of the parcel being described and the point of beginning. Thence from said point of beginning and continuing along the line common to said Valley Drive and Commercial Tract No. 4, S. 18°26' E., 80.0 feet to the southeasterly corner of said parcel; thence S. 71°34' W., 110.0 feet to the southwesterly corner of said parcel; thence N. 18°26' W., 80.0 feet to the northwesterly corner of said parcel, thence N. 71°34' E., 110.0 feet to the northeasterly corner of said parcel, and the point of beginning.

A portion of Lot 10, Block 17 in Paradise Valley, a Subdivision in Natrona County, Wyoming, more particularly described as follows:

Beginning at the Southeasterly corner of said Lot 10 Block 17, which is also on the West boundary of Valley Drive, thence S. 71°34' West 110.0 feet along the southerly boundary of said Lot 10 Block 17 to a point, which is also the Southwesterly corner of Lot 10, Block 17; thence N. 18°26' West 25.0 feet to a point on the rear boundary of said lot; thence North 71°34' East a distance of 110 feet through said lot to a point; thence South 18°26' East a distance of 25.0 feet along the easterly lot line of said lot to the point of beginning.

DATED this _____ day of _____, 2017

Attest:

City of Casper Wyoming, Grantor:

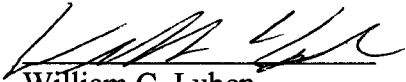
Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

APPROVAL AS TO FORM

I have reviewed the *Quitclaim Deed, City of Casper as Grantor, Conveying Quitclaims to Z-Holdings, LLC*, and approve it as to form on behalf of the City of Casper, Wyoming.

Dated: May 15, 2017.

A handwritten signature in black ink, appearing to read 'William C. Luben', written over a horizontal line.

William C. Luben
City Attorney

LEGAL NOTICE
SALE OF MULTIPLE CITY-OWNED PROPERTIES

The City of Casper, Wyoming will accept sealed bids for the purchase of the following described, four (4) real properties. All sealed bids must be received no later than 2:00 P.M. on April 12, 2017, in the City Manager's Office, City Hall, 200 North David Street, Casper, Wyoming 82601.

PROPERTY DESCRIPTIONS

Legal descriptions for the four (4) parcels are listed below. Vicinity maps of the properties may be viewed on the City of Casper website, casperwy.gov.

PARCEL 1:

Fire Station No. 6 - located at 270 Valley Drive, zoned C-2 (General Business), and described as follows:

A parcel located in and being a portion of Commercial Tract No. 4 of Paradise Valley, a subdivision of parts of Sections 23 and 14, T33N, R80W, 6th P.M. Natrona County, Wyoming, more particularly described as follows:

Commencing at the NE corner of said N1/2SE1/4 Section 23; thence S. 88°35' W. along the northerly line thereof, 1440.29 feet to a point in the easterly line of said Commercial Tract No. 4 and also the westerly line of Valley Drive of said subdivision; thence S. 18°26' E. along the easterly line of said Commercial Tract No. 4, and the westerly line of said Valley Drive, 380.80 feet to a point therein, which point is the northeasterly corner of the parcel being described and the point of beginning. Thence from said point of beginning and continuing along the line common to said Valley Drive and Commercial Tract No. 4, S. 18°26' E., 80.0 feet to the southeasterly corner of said parcel; thence S. 71°34' W., 110.0 feet to the southwesterly corner of said parcel; thence N. 18°26' W., 80.0 feet to the northwesterly corner of said parcel, thence N. 71°34' E., 110.0 feet to the northeasterly corner of said parcel, and the point of beginning, containing 8800 square feet.

A portion of Lot 10, Block 17 in Paradise Valley, a Subdivision in Natrona County, Wyoming, more particularly described as follows:

Beginning at the Southeasterly corner of said Lot 10 Block 17, which is also on the West boundary of Valley Drive, thence S. 71°34' West 110.0 feet along the southly boundary of said Lot 10 Block 17 to a point, which is also the Southwesterly corner of Lot 10, Block 17; thence N. 18°26' West 25.0 feet to a

point on the rear boundary of said lot; thence North 71°34' East a distance of 110 feet through said lot to a point; thence South 18°26' East a distance of 25.0 feet along the easterly lot line of said lot to the point of beginning. Containing 2750 square feet.

Based on an appraisal, dated January 23, 2017, said property has an "As-Is" "Market Value" of Two Hundred Thirty Thousand Dollars (\$230,000).

PARCEL 2:

Wolf Creek Cemetery parcel - located southeast of the intersection of Moose Street and West 46th Street, zoned AG (Urban Agriculture), and described as follows:

A Parcel of land situate in and being a Portion of the NE1/4NW1/4 and the SE1/4NW1/4 of Section 30, Township 33 North, Range 79 West of the 6th P.M., Natrona County, Wyoming, more particularly described as follows:

Beginning at a G.E. & L.S., Inc. brass cap monumenting the North one-quarter (N1/4) corner of said Section 30; thence along the North-South centerline of said Section 30, S. 0°25'09" W. a Distance of 2205.76 feet to the Southeasterly corner of the parcel herein described; thence along the southerly line of the parcel herein described, N. 67°57'15" W. a distance of 905.78 feet to the southwesterly corner thereof; thence along the Westerly line of the parcel herein described, N. 8°05'36" E. a distance of 156.18 feet to an angle point therein; thence continuing along the westerly line thereof, N. 7°56'05" E. a distance of 393.38 feet to an angle point therein; thence continuing along the westerly line thereof, N. 7°58'19" E. a distance of 336.07 feet to an angle point therein; thence continuing along the westerly line thereof, N. 16°46'39" E. A distance of 402.64 feet to an angle point therein; thence continuing along the westerly line thereof, N. 21°23'59" E. A distance of 642.96 feet to a point in the north line of said Section 30, said point being the Southwesterly corner of Lot 1, Block 9, Wolf Creek One Addition to the City of Casper, Wyoming, and monumented with a 5/8" rebar; thence along the North line of said Section 30 and South line of said Wolf Creek One Addition, N. 89°19'15" E. a distance of 381.99 feet (N. 89°17'11" E. 382.00 Feet – Wolf Creek One Plat) to the North one-quarter (N1/4) corner of said Section 30 and point of beginning. Containing 31.835 acres, more or less.

Based on an appraisal, dated January 23, 2017, said property has an "As-Is" "Market Value" of Three Hundred Forty-Five Thousand Dollars (\$345,000).

PARCEL 3:

777 Bernadine Street, zoned C-4 (Highway Business), and described as follows:

Lots 24-28, Block 2, Keystone Addition to the City of Casper, situated in the County of Natrona, and the State of Wyoming.

Based on an appraisal, dated January 23, 2017, said property has an “As-Is” “Market Value” of One Hundred Forty-Five Thousand Dollars (\$145,000).

PARCEL 4:

334 Lark Street, zoned R-2 (One Unit Residential), and described as follows:

Lot 9, Block 1, Eastdale Addition to the City of Casper, situated in the County of Natrona, State of Wyoming.

Based on an appraisal, dated January 23, 2017, said property has an “As-Is” “Market Value” of Thirty Thousand Dollars (\$30,000).

TERMS AND CONDITIONS:

1. All properties will be sold “as-is, where-is” and are subject to all defects, liens, encumbrances and faults, environmental or other. The City of Casper makes no warranties or guarantees whatsoever, whether written, oral, or implied, as to quality, condition or habitability;
2. The City reserves the right to reject any and all bids, and to waive any technical defects;
3. The successful Bidder will be required to submit a cashier’s check payable to the City of Casper in an amount equal to ten percent (10%) of the accepted bid price as an earnest money deposit within five (5) business days of notification from the City of the acceptance of said bid by the Casper City Council. This earnest money deposit shall be held by the City of Casper for the faithful payment of the balance of the purchase price by the successful Bidder at the closing on said real property. The terms of the sale are cash with a cashier’s check due at closing;
4. Payment to the City of Casper shall be by cash, or cash equivalent. Failure to obtain financing during the closing process does not relieve the buyer of his/her legal responsibility and obligation for completion of the contract. Failure to comply with all provisions of the sale, terms and conditions may result in termination of the sale;

5. Title will be conveyed by Quit Claim Deed at the time of closing;
6. Issuance of a deed will be held, subject to clearance of funds;
7. The properties shall be sold to the highest responsible bidder. The responsibility of the bidders shall be determined solely by the Casper City Council;
8. Each property will be sold separately;
9. All property sales are contingent on final Casper City Council approval;
10. Successful bidder shall be solely responsible for any and all costs related to title and lien searches against the real property, as well as for any title insurance commitment or policy;
11. The successful bidder shall be solely responsible for any and all real estate taxes and special assessments levied against the real property from, and after, the date of closing;
12. The closing on the individual properties shall be scheduled at a time convenient for both the successful Bidder and the City, within thirty (30) days after the Casper City Council has approved the purchase at a scheduled public hearing;
13. Bidders are invited, urged, and cautioned to inspect the property prior to submitting a bid. Failure to inspect the property shall not constitute cause for cancellation of the sale;
14. The placement of a successful bid establishes a legally binding contract between the successful bidder and the City of Casper. The City Council's acceptance of the high bid establishes the contract, and the bidder may not withdraw its bid;
15. All Bidders shall be eighteen (18) years of age, or older, on the date of submittal of the bid;
16. In the event a person is bidding on behalf of another party, an original notarized Power of Attorney must be presented with the bid. Said Power of Attorney must contain appropriate language for having the authority to bid/purchase real property;
17. Persons bidding in the name of a corporation, business, or LLC must present appropriate official documentation to show proof of eligibility to bid on behalf of the entity;
18. Bidders must present a copy of valid government issued photo ID with the bid;
19. Changes may be made on the day of the sale to the property status or descriptions. These changes take precedence over previous information pertaining to that property, but do not alter in any way the basic terms and conditions of the sale;

20. All information contained in the notice was derived from sources believed to be correct, however, there is no guarantee. Bidders acknowledge that they have relied entirely on his/her own information, judgment and inspection of the property;
21. It is the buyer's responsibility to ascertain and comply with all applicable federal, state, and local laws, ordinances and regulations;
22. The City of Casper reserves the right to withdraw any or all of the properties from the auction at any time, for any reason.

For questions about any of the properties, or about the auction terms and conditions, please contact Craig Collins, City Planner, City of Casper, Wyoming, 200 N. David, Casper, WY 82601, (307) 235-8241, ccollins@casperwy.gov.

Dated this 14th day of March, 2017.



Craig Collins
City of Casper, Community
Development Department

Please Publish: Monday, March 20, 2017
 Monday, March 27, 2017
 Monday, April 3, 2017

AMERICAN TITLE AGENCY

**315 WEST FIRST STREET
CASPER, WY 82601
(307) 266-4672
Fax: (307) 266-0154**

INVOICE

CITY OF CASPER
PLANNING OFFICE

**INVOICE NO. : 80-117421
INVOICE DATE : 08/23/16**

ATTENTION: CRAIG COLLINS

**REFERENCE :
CITY OF CASPER**

DESCRIPTION	AMOUNT
O & E REPORT	\$85.00

PART COMMERCIAL TRACT 4 AND PART LOT 10, BLOCK 17,
PARADISE VALLEY

THANK YOU FOR YOUR BUSINESS!

TOTAL DUE: \$85.00

AMERICAN TITLE AGENCY

315 WEST FIRST STREET CASPER, WY 82601
PHONE: (307)266-4672 FAX: (307)266-0154

REPORT OF TITLE

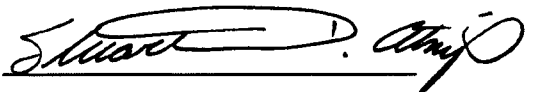
THIS REPORT IS BASED ON A CURSORY EXAMINATION OF THE TITLE PLANT INFORMATION OF RECORDS AVAILABLE TO THIS COMPANY. IT DOES NOT PURPORT TO ASSUME OR GUARANTEE THE CONDITION OF TITLE TO THE HEREIN DESCRIBED LAND. IT MAY NOT BE RELIED UPON BY ANY PARTY AS A TRUE AND CORRECT REFLECTION OF THE CONDITION OF TITLE TO THE HEREIN DESCRIBED LAND. IT IS NOT TO BE CONSTRUED AS AN OFFER TO ISSUE A POLICY OF TITLE INSURANCE OR GUARANTEE OF COMMITMENT TO ISSUE A POLICY OF TITLE INSURANCE. LIABILITY, IF ANY, IS LIMITED TO THE AMOUNT PAID FOR THIS REPORT.

SCHEDULES OF EXCLUSIONS FROM COVERAGE OF THIS REPORT

THE FOLLOWING MATTERS ARE EXPRESSLY EXCLUDED FROM THE COVERAGE OF THIS REPORT:

1. NO LIABILITY IS ASSUMED AS TO THE VALIDITY OF ANY INSTRUMENT IN RECORDED CHAIN OF TITLE TO LANDS.
2. ANY LAW, ORDINANCE OR GOVERNMENTAL REGULATION (INCLUDING BUT NOT LIMITED TO BUILDING AND ZONING ORDINANCES) RESTRICTING OR REGULATING OR PROHIBITING THE OCCUPANCY, USE OR ENJOYMENT OF THE LAND, OR REGULATING THE CHARACTER, DIMENSIONS OR LOCATION OF ANY IMPROVEMENT NOW OR HEREAFTER ERECTED ON THE LAND, OR PROHIBITING A SEPARATION IN OWNERSHIP OR A REDUCTION IN THE DIMENSIONS OR AREA OF THE LAND, OR THE EFFECT OF ANY VIOLATION OF ANY SUCH LAW, ORDINANCE OR GOVERNMENTAL REGULATION.
3. RIGHTS OF EMINENT DOMAIN OR GOVERNMENTAL RIGHTS OF POLICE POWER UNLESS NOTICE OF THE EXERCISE OF SUCH RIGHTS APPEARS IN THE PUBLIC RECORDS AT DATE OF THIS REPORT.
4. DEFECTS, LIENS, ENCUMBRANCES, ADVERSE CLAIMS OR OTHER MATTERS CREATED, SUFFERED, ASSUMED OR AGREED TO BY THE BENEFICIARY, NOT KNOWN TO THE COMPANY AND NOT SHOWN BY THE PUBLIC RECORDS, BUT KNOWN TO THE BENEFICIARY AT DATE OF REPORT AND NOT DISCLOSED IN WRITING BY THE BENEFICIARY TO THE COMPANY PRIOR TO THE DATE HEREOF, RESULTING IN NO LOSS OR DAMAGE TO THE BENEFICIARY, ATTACHING OR CREATED SUBSEQUENT TO DATE OF REPORT, OR RESULTING IN LOSS OR DAMAGE WHICH WOULD NOT HAVE BEEN SUSTAINED IF THE BENEFICIARY HAS BEEN A BONA FIDE PURCHASER FOR VALUE.

AMERICAN TITLE AGENCY

BY: 

SCHEDULE "A"

TOTAL FEE FOR TITLE REPORT: **\$85.00**

REPORT NO. **80-117421**

AMOUNT OF LIABILITY NOT TO EXCEED: **\$85.00**

DATE OF REPORT: **AUGUST 23, 2016 AT 8:00 O'CLOCK A.M.**

1. THIS REPORT HAS BEEN PREPARED FOR THE SOLE USE AND BENEFIT OF (BENEFICIARY):

CITY OF CASPER, PLANNING OFFICE

2. THE DOCUMENT RECORDED **OCTOBER 12, 1979 AS INSTRUMENT NO. 275091 (PARCEL I) AND RECORDED APRIL 2, 1980 AS INSTRUMENT NO. 287427 (PARCEL II)** OF THE OFFICIAL RECORDS OF NATRONA COUNTY, WYOMING PURPORTING TO VEST A FEE ESTATE IN THE LAND DESCRIBED HEREIN IS:

PARCEL I:

THE CITY OF CASPER, NATRONA COUNTY, STATE OF WYOMING

PARCEL II:

CITY OF CASPER

3. THE LAND REFERRED TO IN THIS REPORT IS SITUATED IN THE COUNTY OF NATRONA, STATE OF WYOMING, AND IS DESCRIBED AS FOLLOWS:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.

4. PURPORTED ADDRESS: **280 VALLEY DRIVE, CASPER, WY 82604**

SCHEDULE "B"

THIS REPORT DOES NOT CERTIFY AGAINST LOSS OR DAMAGE, NOR AGAINST COSTS, ATTORNEY'S FEES OR EXPENSES, ANY OR ALL OF WHICH ARISE BY REASON OF THE FOLLOWING:

PART ONE:

1. RIGHTS OF CLAIMS OF PARTIES IN POSSESSION.
2. EASEMENTS, LIENS OR ENCUMBRANCES, OR CLAIMS THEREOF, WHICH ARE NOT SHOWN BY THE PUBLIC RECORDS.
3. FACTS WHICH WOULD BE DISCLOSED BY A COMPREHENSIVE SURVEY OF THE PREMISES HEREIN DESCRIBED.
4. COVENANTS, CONDITIONS, RESTRICTIONS AND RESERVATIONS.
5. OWNERSHIP OF MINERALS AND MINERAL RIGHTS.
6. EASEMENTS, RESERVATIONS AND SERVITUDES IMPOSED BY OPERATION OF LAW OR CONTAINED IN INSTRUMENTS OF RECORD.
7. ANY BANKRUPTCY PROCEEDINGS.
8. ALL GENERAL TAXES AND SPECIAL ASSESSMENTS.

NOTE: **TAXES ARE EXEMPT FOR THE YEAR 2015.**
TAX NOTICE NO. 33802340200600

9. COUNTY TREASURER: (307) 235-9470 COUNTY ASSESSOR: (307) 235-9444

PART TWO:

SUBJECT TO THE FOLLOWING MORTGAGES, LIENS, JUDGMENTS AND MONETARY ENCUMBRANCES OF RECORD, IF ANY:

"NO MONETARY ENCUMBRANCES OF RECORD"

EXHIBIT "A"

PARCEL I:

A PARCEL LOCATED IN AND BEING A PORTION OF COMMERCIAL TRACT NO. 4, PARADISE VALLEY, A SUBDIVISION OF PARTS OF SECTIONS 14 AND 23, TOWNSHIP 33 NORTH, RANGE 80 WEST OF THE 6TH P.M., NATRONA COUNTY, WYOMING, BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE NE CORNER OF SAID N½SE¼ SECTION 23; THENCE S.88°35'W. ALONG THE NORTHERLY LINE THEREOF, 1440.29 FEET TO A POINT IN THE EASTERLY LINE OF SAID COMMERCIAL TRACT NO. 4 AND ALSO THE WESTERLY LINE OF VALLEY DRIVE OF SAID SUBDIVISION; THENCE S.18°26'E., ALONG THE EASTERLY LINE OF SAID COMMERCIAL TRACT NO. 4 AND THE WESTERLY LINE OF SAID VALLEY DRIVE, 380.80 FEET TO A POINT THEREIN, WHICH POINT IS THE NORTHEASTERLY CORNER OF THE PARCEL BEING DESCRIBED AND THE POINT OF BEGINNING; THENCE FROM SAID POINT OF BEGINNING AND CONTINUING ALONG THE LINE COMMON TO SAID VALLEY DRIVE AND COMMERCIAL TRACT NO. 4, S.18°26'E., 80.0 FEET TO THE SOUTHEASTERLY CORNER OF SAID PARCEL; THENCE S.71°34'W., 110.0 FEET TO THE SOUTHWESTERLY CORNER OF SAID PARCEL; THENCE N.18°26'W., 80.0 FEET TO THE NORTHWESTERLY CORNER OF SAID PARCEL; THENCE N.71°34'E., 110.0 FEET TO THE NORTHEASTERLY CORNER OF SAID PARCEL AND THE POINT OF BEGINNING.

PARCEL II:

A PORTION OF LOT 10, BLOCK 17, PARADISE VALLEY, A SUBDIVISION IN NATRONA COUNTY, WYOMING, BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEASTERLY CORNER OF SAID LOT 10, BLOCK 17, WHICH IS ALSO ON THE WEST BOUNDARY OF VALLEY DRIVE; THENCE S.71°34'W., 110.0 FEET ALONG THE SOUTHERLY BOUNDARY OF SAID LOT 10, BLOCK 17 TO A POINT, WHICH IS ALSO THE SOUTHWESTERLY CORNER OF SAID LOT 10, BLOCK 17; THENCE N.18°26'W. 25.0 FEET TO A POINT ON THE REAR BOUNDARY OF SAID LOT; THENCE N.71°34'E. A DISTANCE OF 110 FEET THROUGH SAID LOT TO A POINT; THENCE S.18°26'E. A DISTANCE OF 25.0 FEET ALONG THE EASTERLY LOT LINE OF SAID LOT TO THE POINT OF BEGINNING.

RESOLUTION NO. 17-98

A RESOLUTION AUTHORIZING A QUITCLAIM DEED FOR
CLOSING ON THE SALE OF FIRE STATION NO. 6, LOCATED
AT 270 VALLEY DRIVE

WHEREAS, the City of Casper is the owner of real property described as Fire Station No. 6, located at 270 Valley Drive, and more particularly described as follows:

A parcel located in and being a portion of Commercial Tract No. 4 of Paradise Valley, a subdivision of parts of Sections 23 and 14, T33N, R80W, 6th P.M. Natrona County, Wyoming, more particularly described as follows:

Commencing at the NE corner of said N1/2SE1/4 Section 23; thence S. 88°35' W. along the northerly line thereof, 1440.29 feet to a point in the easterly line of said Commercial Tract No. 4 and also the westerly line of Valley Drive of said subdivision; thence S. 18°26' E. along the easterly line of said Commercial Tract No. 4, and the westerly line of said Valley Drive, 380.80 feet to a point therein, which point is the northeasterly corner of the parcel being described and the point of beginning. Thence from said point of beginning and continuing along the line common to said Valley Drive and Commercial Tract No. 4, S. 18°26' E., 80.0 feet to the southeasterly corner of said parcel; thence S. 71°34' W., 110.0 feet to the southwesterly corner of said parcel; thence N. 18°26' W., 80.0 feet to the northwesterly corner of said parcel, thence N. 71°34' E., 110.0 feet to the northeasterly corner of said parcel, and the point of beginning, containing 8800 square feet.

A portion of Lot 10, Block 17 in Paradise Valley, a Subdivision in Natrona County, Wyoming, more particularly described as follows:

Beginning at the Southeasterly corner of said Lot 10 Block 17, which is also on the West boundary of Valley Drive, thence S. 71°34' West 110.0 feet along the southerly boundary of said Lot 10 Block 17 to a point, which is also the Southwesterly corner of Lot 10, Block 17; thence N. 18°26' West 25.0 feet to a point on the rear boundary of said lot; thence North 71°34' East a distance of 110 feet through said lot to a point; thence South 18°26' East a distance of 25.0 feet along the easterly lot line of said lot to the point of beginning. Containing 2750 square feet.

WHEREAS, pursuant to W.S. §15-1-112(a), an advertisement of the sale, describing the property and the terms of the sale, was published once each week for three (3) consecutive weeks in the Casper Star Tribune, calling for sealed bids for the purchase of the property; and,

WHEREAS, the City of Casper opened the bids that were received at a public meeting which occurred on April 25, 2017; and,

WHEREAS, Z-Holdings, LLC was determined to be the highest responsible bidder for said real property; and,

WHEREAS, a Quitclaim Deed has been prepared for the transfer of said real property from the City to Z-Holdings, LLC, pursuant to the terms and conditions of the public notice; and,

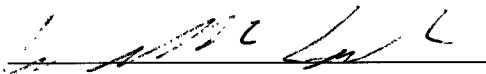
WHEREAS, the governing body of the City of Casper finds that the real property described herein should be sold to the highest responsible bidder.

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 Quitclaim Deed for the sale of the above described real property to Z-Holdings, LLC, pursuant to the terms and conditions of the public notice, and the accepted bid documents.

BE IT FURTHER RESOLVED that William C. Luben, as the City Attorney, or his designee, is hereby authorized to close this transaction and to sign any and all documents as are necessary to close on and complete the sale of the above described real property by the City of Casper, Wyoming.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2017.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

May 15, 2017

MEMO TO: Liz Becher, Interim City Manager *lb*
FROM: Craig Collins, AICP, City Planner
SUBJECT: Resolution Authorizing a Quitclaim Deed for Closing on the Sale of the 777 Bernadine Street Property, Described as Lots 24-28, Block 2, Keystone Addition to the City of Casper.

Meeting Type & Date:

Regular Council Meeting, June 6, 2017.

Action Type:

Resolution.

Recommendation: That Council, by resolution, accept Sixty Thousand Dollars (\$60,000) as the highest responsible bid for the 777 Bernadine Street property and authorize a Quitclaim Deed for Closing on the sale of said property.

Summary: Background and Analysis – The City of Casper requested sealed bids for four (4) City-owned properties. The City Council opened said bids at a special public meeting on April 17, 2017 and discussed the bids that were received at a public work session on April 25, 2017. The City Council members in attendance directed staff to move forward with two (2) of the four (4) bids, including the 777 Bernadine Street property. The following is a summary of the bids that were received for the 777 Bernadine Street property:

777 Bernadine Street
Appraised Value - \$145,000

1. Cameron Wagner – \$70,000. A valid government issued photo ID was not provided with the bid, as was required in the legal notice.
2. River Valley Builders - \$60,000. A copy of a driver's license was provided, as was information from the Secretary of State naming John Lance as Vice President.

Previous Council/Commission/Board Actions – Staff was directed to have the properties appraised and to advertise for the potential sale of the four (4) City-owned properties by the City Council after discussion at a Work Session in the fall of 2016. The City Council opened the sealed bids at a public meeting on April 17, 2017 and discussed the bids at a regular work session on April 25, 2017.

Communication Efforts – As required by State Statute, public notice was published in the Casper Star-Tribune three (3) times, advertising the Request for Bids. The Request for Bids was also advertised on the City’s website (casperwy.gov). In addition, multiple press releases were distributed to the media.

Financial Considerations: The sale of the property will generate \$60,000 in revenue for the City of Casper. In addition, the property will be added to the County’s property tax roll, and will be transitioned from vacant public property into beneficial private use.

Oversight/Project Responsibility: Craig Collins, City Planner.

Attachments: Resolution.
Quitclaim Deed
Legal Notice
Invoice, American Title
Report of Title

QUITCLAIM DEED

The City of Casper, Wyoming, a Wyoming Municipal Corporation, 200 North David Street, Casper, Wyoming, 82601, as Grantor, for and in consideration of Sixty Thousand Dollars (\$60,000.00) in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, hereby conveys and quitclaims to River Valley Builders, Inc. 1616 East F Street, Casper, Wyoming 82601, as Grantee all interest in the following described real estate, situated in Natrona County and State of Wyoming, to-wit:

LOTS 24, 25, 26, 27 AND 28, BLOCK 2, KEYSTONE ADDITION TO THE CITY OF CASPER, SITUATED IN THE COUNTY OF NATRONA, AND THE STATE OF WYOMING.

DATED this _____ day of _____, 2017

Attest:

City of Casper Wyoming, Grantor:

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

(Seal)

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing *Quitclaim Deed* was acknowledged before me this _____ day of _____, 2017, by Kenyne Humphrey as Mayor of the City of Casper, Wyoming on its behalf as Grantor.

Witness my hand and official seal.

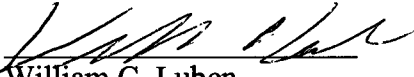
Notary Public

My Commission Expires: _____

APPROVAL AS TO FORM

I have reviewed the *Quitclaim Deed, City of Casper as Grantor, Conveying Quitclaims to River Valley Builders, Inc.*, and approve it as to form on behalf of the City of Casper, Wyoming.

Dated: May 15, 2017.


William C. Luben
City Attorney

LEGAL NOTICE
SALE OF MULTIPLE CITY-OWNED PROPERTIES

The City of Casper, Wyoming will accept sealed bids for the purchase of the following described, four (4) real properties. All sealed bids must be received no later than 2:00 P.M. on April 12, 2017, in the City Manager's Office, City Hall, 200 North David Street, Casper, Wyoming 82601.

PROPERTY DESCRIPTIONS

Legal descriptions for the four (4) parcels are listed below. Vicinity maps of the properties may be viewed on the City of Casper website, casperwy.gov.

PARCEL 1:

Fire Station No. 6 - located at 270 Valley Drive, zoned C-2 (General Business), and described as follows:

A parcel located in and being a portion of Commercial Tract No. 4 of Paradise Valley, a subdivision of parts of Sections 23 and 14, T33N, R80W, 6th P.M. Natrona County, Wyoming, more particularly described as follows:

Commencing at the NE corner of said N1/2SE1/4 Section 23; thence S. 88°35' W. along the northerly line thereof, 1440.29 feet to a point in the easterly line of said Commercial Tract No. 4 and also the westerly line of Valley Drive of said subdivision; thence S. 18°26' E. along the easterly line of said Commercial Tract No. 4, and the westerly line of said Valley Drive, 380.80 feet to a point therein, which point is the northeasterly corner of the parcel being described and the point of beginning. Thence from said point of beginning and continuing along the line common to said Valley Drive and Commercial Tract No. 4, S. 18°26' E., 80.0 feet to the southeasterly corner of said parcel; thence S. 71°34' W., 110.0 feet to the southwesterly corner of said parcel; thence N. 18°26' W., 80.0 feet to the northwesterly corner of said parcel, thence N. 71°34' E., 110.0 feet to the northeasterly corner of said parcel, and the point of beginning, containing 8800 square feet.

A portion of Lot 10, Block 17 in Paradise Valley, a Subdivision in Natrona County, Wyoming, more particularly described as follows:

Beginning at the Southeasterly corner of said Lot 10 Block 17, which is also on the West boundary of Valley Drive, thence S. 71°34' West 110.0 feet along the southly boundary of said Lot 10 Block 17 to a point, which is also the Southwesterly corner of Lot 10, Block 17; thence N. 18°26' West 25.0 feet to a

point on the rear boundary of said lot; thence North 71°34' East a distance of 110 feet through said lot to a point; thence South 18°26' East a distance of 25.0 feet along the easterly lot line of said lot to the point of beginning. Containing 2750 square feet.

Based on an appraisal, dated January 23, 2017, said property has an "As-Is" "Market Value" of Two Hundred Thirty Thousand Dollars (\$230,000).

PARCEL 2:

Wolf Creek Cemetery parcel - located southeast of the intersection of Moose Street and West 46th Street, zoned AG (Urban Agriculture), and described as follows:

A Parcel of land situate in and being a Portion of the NE1/4NW1/4 and the SE1/4NW1/4 of Section 30, Township 33 North, Range 79 West of the 6th P.M., Natrona County, Wyoming, more particularly described as follows:

Beginning at a G.E. & L.S., Inc. brass cap monumenting the North one-quarter (N1/4) corner of said Section 30; thence along the North-South centerline of said Section 30, S. 0°25'09" W. a Distance of 2205.76 feet to the Southeasterly corner of the parcel herein described; thence along the southerly line of the parcel herein described, N. 67°57'15" W. a distance of 905.78 feet to the southwesterly corner thereof; thence along the Westerly line of the parcel herein described, N. 8°05'36" E. a distance of 156.18 feet to an angle point therein; thence continuing along the westerly line thereof, N. 7°56'05" E. a distance of 393.38 feet to an angle point therein; thence continuing along the westerly line thereof, N. 7°58'19" E. a distance of 336.07 feet to an angle point therein; thence continuing along the westerly line thereof, N. 16°46'39" E. A distance of 402.64 feet to an angle point therein; thence continuing along the westerly line thereof, N. 21°23'59" E. A distance of 642.96 feet to a point in the north line of said Section 30, said point being the Southwesterly corner of Lot 1, Block 9, Wolf Creek One Addition to the City of Casper, Wyoming, and monumented with a 5/8" rebar; thence along the North line of said Section 30 and South line of said Wolf Creek One Addition, N. 89°19'15" E. a distance of 381.99 feet (N. 89°17'11" E. 382.00 Feet – Wolf Creek One Plat) to the North one-quarter (N1/4) corner of said Section 30 and point of beginning. Containing 31.835 acres, more or less.

Based on an appraisal, dated January 23, 2017, said property has an "As-Is" "Market Value" of Three Hundred Forty-Five Thousand Dollars (\$345,000).

PARCEL 3:

777 Bernadine Street, zoned C-4 (Highway Business), and described as follows:

Lots 24-28, Block 2, Keystone Addition to the City of Casper, situated in the County of Natrona, and the State of Wyoming.

Based on an appraisal, dated January 23, 2017, said property has an “As-Is” “Market Value” of One Hundred Forty-Five Thousand Dollars (\$145,000).

PARCEL 4:

334 Lark Street, zoned R-2 (One Unit Residential), and described as follows:

Lot 9, Block 1, Eastdale Addition to the City of Casper, situated in the County of Natrona, State of Wyoming.

Based on an appraisal, dated January 23, 2017, said property has an “As-Is” “Market Value” of Thirty Thousand Dollars (\$30,000).

TERMS AND CONDITIONS:

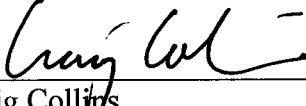
1. All properties will be sold “as-is, where-is” and are subject to all defects, liens, encumbrances and faults, environmental or other. The City of Casper makes no warranties or guarantees whatsoever, whether written, oral, or implied, as to quality, condition or habitability;
2. The City reserves the right to reject any and all bids, and to waive any technical defects;
3. The successful Bidder will be required to submit a cashier’s check payable to the City of Casper in an amount equal to ten percent (10%) of the accepted bid price as an earnest money deposit within five (5) business days of notification from the City of the acceptance of said bid by the Casper City Council. This earnest money deposit shall be held by the City of Casper for the faithful payment of the balance of the purchase price by the successful Bidder at the closing on said real property. The terms of the sale are cash with a cashier’s check due at closing;
4. Payment to the City of Casper shall be by cash, or cash equivalent. Failure to obtain financing during the closing process does not relieve the buyer of his/her legal responsibility and obligation for completion of the contract. Failure to comply with all provisions of the sale, terms and conditions may result in termination of the sale;

5. Title will be conveyed by Quit Claim Deed at the time of closing;
6. Issuance of a deed will be held, subject to clearance of funds;
7. The properties shall be sold to the highest responsible bidder. The responsibility of the bidders shall be determined solely by the Casper City Council;
8. Each property will be sold separately;
9. All property sales are contingent on final Casper City Council approval;
10. Successful bidder shall be solely responsible for any and all costs related to title and lien searches against the real property, as well as for any title insurance commitment or policy;
11. The successful bidder shall be solely responsible for any and all real estate taxes and special assessments levied against the real property from, and after, the date of closing;
12. The closing on the individual properties shall be scheduled at a time convenient for both the successful Bidder and the City, within thirty (30) days after the Casper City Council has approved the purchase at a scheduled public hearing;
13. Bidders are invited, urged, and cautioned to inspect the property prior to submitting a bid. Failure to inspect the property shall not constitute cause for cancellation of the sale;
14. The placement of a successful bid establishes a legally binding contract between the successful bidder and the City of Casper. The City Council's acceptance of the high bid establishes the contract, and the bidder may not withdraw its bid;
15. All Bidders shall be eighteen (18) years of age, or older, on the date of submittal of the bid;
16. In the event a person is bidding on behalf of another party, an original notarized Power of Attorney must be presented with the bid. Said Power of Attorney must contain appropriate language for having the authority to bid/purchase real property;
17. Persons bidding in the name of a corporation, business, or LLC must present appropriate official documentation to show proof of eligibility to bid on behalf of the entity;
18. Bidders must present a copy of valid government issued photo ID with the bid;
19. Changes may be made on the day of the sale to the property status or descriptions. These changes take precedence over previous information pertaining to that property, but do not alter in any way the basic terms and conditions of the sale;

20. All information contained in the notice was derived from sources believed to be correct, however, there is no guarantee. Bidders acknowledge that they have relied entirely on his/her own information, judgment and inspection of the property;
21. It is the buyer's responsibility to ascertain and comply with all applicable federal, state, and local laws, ordinances and regulations;
22. The City of Casper reserves the right to withdraw any or all of the properties from the auction at any time, for any reason.

For questions about any of the properties, or about the auction terms and conditions, please contact Craig Collins, City Planner, City of Casper, Wyoming, 200 N. David, Casper, WY 82601, (307) 235-8241, ccollins@casperwy.gov.

Dated this 14th day of March, 2017.



Craig Collins
City of Casper, Community
Development Department

Please Publish: Monday, March 20, 2017
 Monday, March 27, 2017
 Monday, April 3, 2017

AMERICAN TITLE AGENCY

**315 WEST FIRST STREET
CASPER, WY 82601
(307) 266-4672
Fax: (307) 266-0154**

INVOICE

CITY OF CASPER
CODE ENFORCEMENT

**INVOICE NO. : 80-117917
INVOICE DATE : 10/11/16**

ATTENTION: CRAIG COLLINS

**REFERENCE :
CITY OF CASPER**

DESCRIPTION	AMOUNT
--------------------	---------------

O & E REPORT	\$85.00
--------------	---------

LOTS 24, 25, 26 AND 27, BLOCK 2, KEYSTONE

THANK YOU FOR YOUR BUSINESS!

TOTAL DUE: \$85.00

INVOICE

AMERICAN TITLE AGENCY

315 WEST FIRST STREET
CASPER, WY 82601
(307) 266-4672
Fax: (307) 266-0154

CITY OF CASPER
PLANNING OFFICE

INVOICE NO. : 80-117420
INVOICE DATE : 08/23/16

ATTENTION: CRAIG COLLINS

REFERENCE :
CITY OF CASPER

DESCRIPTION	AMOUNT
O & E REPORT	\$85.00

LOT 28, BLOCK 2, KEYSTONE ADDITION

THANK YOU FOR YOUR BUSINESS!

TOTAL DUE: \$85.00

AMERICAN TITLE AGENCY

315 WEST FIRST STREET CASPER, WY 82601
PHONE: (307)266-4672 FAX: (307)266-0154

REPORT OF TITLE

THIS REPORT IS BASED ON A CURSORY EXAMINATION OF THE TITLE PLANT INFORMATION OF RECORDS AVAILABLE TO THIS COMPANY. IT DOES NOT PURPORT TO ASSUME OR GUARANTEE THE CONDITION OF TITLE TO THE HEREIN DESCRIBED LAND. IT MAY NOT BE RELIED UPON BY ANY PARTY AS A TRUE AND CORRECT REFLECTION OF THE CONDITION OF TITLE TO THE HEREIN DESCRIBED LAND. IT IS NOT TO BE CONSTRUED AS AN OFFER TO ISSUE A POLICY OF TITLE INSURANCE OR GUARANTEE OF COMMITMENT TO ISSUE A POLICY OF TITLE INSURANCE. LIABILITY, IF ANY, IS LIMITED TO THE AMOUNT PAID FOR THIS REPORT.

SCHEDULES OF EXCLUSIONS FROM COVERAGE OF THIS REPORT

THE FOLLOWING MATTERS ARE EXPRESSLY EXCLUDED FROM THE COVERAGE OF THIS REPORT:

1. NO LIABILITY IS ASSUMED AS TO THE VALIDITY OF ANY INSTRUMENT IN RECORDED CHAIN OF TITLE TO LANDS.
2. ANY LAW, ORDINANCE OR GOVERNMENTAL REGULATION (INCLUDING BUT NOT LIMITED TO BUILDING AND ZONING ORDINANCES) RESTRICTING OR REGULATING OR PROHIBITING THE OCCUPANCY, USE OR ENJOYMENT OF THE LAND, OR REGULATING THE CHARACTER, DIMENSIONS OR LOCATION OF ANY IMPROVEMENT NOW OR HEREAFTER ERECTED ON THE LAND, OR PROHIBITING A SEPARATION IN OWNERSHIP OR A REDUCTION IN THE DIMENSIONS OR AREA OF THE LAND, OR THE EFFECT OF ANY VIOLATION OF ANY SUCH LAW, ORDINANCE OR GOVERNMENTAL REGULATION.
3. RIGHTS OF EMINENT DOMAIN OR GOVERNMENTAL RIGHTS OF POLICE POWER UNLESS NOTICE OF THE EXERCISE OF SUCH RIGHTS APPEARS IN THE PUBLIC RECORDS AT DATE OF THIS REPORT.
4. DEFECTS, LIENS, ENCUMBRANCES, ADVERSE CLAIMS OR OTHER MATTERS CREATED, SUFFERED, ASSUMED OR AGREED TO BY THE BENEFICIARY, NOT KNOWN TO THE COMPANY AND NOT SHOWN BY THE PUBLIC RECORDS, BUT KNOWN TO THE BENEFICIARY AT DATE OF REPORT AND NOT DISCLOSED IN WRITING BY THE BENEFICIARY TO THE COMPANY PRIOR TO THE DATE HEREOF, RESULTING IN NO LOSS OR DAMAGE TO THE BENEFICIARY, ATTACHING OR CREATED SUBSEQUENT TO DATE OF REPORT, OR RESULTING IN LOSS OR DAMAGE WHICH WOULD NOT HAVE BEEN SUSTAINED IF THE BENEFICIARY HAS BEEN A BONA FIDE PURCHASER FOR VALUE.

AMERICAN TITLE AGENCY

BY: 

SCHEDULE "A"

TOTAL FEE FOR TITLE REPORT: **\$85.00**

REPORT NO. **80-117917**

AMOUNT OF LIABILITY NOT TO EXCEED: **\$85.00**

DATE OF REPORT: **OCTOBER 11, 2016 AT 8:00 O'CLOCK A.M.**

1. THIS REPORT HAS BEEN PREPARED FOR THE SOLE USE AND BENEFIT OF (BENEFICIARY):
CITY OF CASPER, CODE ENFORCEMENT

2. THE DOCUMENT RECORDED **MAY 24, 2002 AS INSTRUMENT NO. 693317 AND INSTRUMENT NO. 693318 AND RECORDED MAY 30, 2002 AS INSTRUMENT NO. 693568** OF THE OFFICIAL RECORDS OF NATRONA COUNTY, WYOMING PURPORTING TO VEST A FEE ESTATE IN THE LAND DESCRIBED HEREIN IS:
CITY OF CASPER, A MUNICIPAL CORPORATION

3. THE LAND REFERRED TO IN THIS REPORT IS SITUATED IN THE COUNTY OF NATRONA, STATE OF WYOMING, AND IS DESCRIBED AS FOLLOWS:
LOTS 24, 25, 26 AND 27, BLOCK 2, KEYSTONE ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING

SCHEDULE "B"

THIS REPORT DOES NOT CERTIFY AGAINST LOSS OR DAMAGE, NOR AGAINST COSTS, ATTORNEY'S FEES OR EXPENSES, ANY OR ALL OF WHICH ARISE BY REASON OF THE FOLLOWING:

PART ONE:

1. RIGHTS OF CLAIMS OF PARTIES IN POSSESSION.
2. EASEMENTS, LIENS OR ENCUMBRANCES, OR CLAIMS THEREOF, WHICH ARE NOT SHOWN BY THE PUBLIC RECORDS.
3. FACTS WHICH WOULD BE DISCLOSED BY A COMPREHENSIVE SURVEY OF THE PREMISES HEREIN DESCRIBED.
4. COVENANTS, CONDITIONS, RESTRICTIONS AND RESERVATIONS.
5. OWNERSHIP OF MINERALS AND MINERAL RIGHTS.
6. EASEMENTS, RESERVATIONS AND SERVITUDES IMPOSED BY OPERATION OF LAW OR CONTAINED IN INSTRUMENTS OF RECORD.
7. ANY BANKRUPTCY PROCEEDINGS.
8. ALL GENERAL TAXES AND SPECIAL ASSESSMENTS.

**NOTE: TAXES ARE EXEMPT FOR THE YEAR 2016.
TAX NOTICE NO. 33790310300200**

9. COUNTY TREASURER: (307) 235-9470 COUNTY ASSESSOR: (307) 235-9444

PART TWO:

SUBJECT TO THE FOLLOWING MORTGAGES, LIENS, JUDGMENTS AND MONETARY ENCUMBRANCES OF RECORD, IF ANY:

"NO MONETARY ENCUMBRANCES OF RECORD"

AMERICAN TITLE AGENCY

315 WEST FIRST STREET CASPER, WY 82601
PHONE: (307)266-4672 FAX: (307)266-0154

REPORT OF TITLE

THIS REPORT IS BASED ON A CURSORY EXAMINATION OF THE TITLE PLANT INFORMATION OF RECORDS AVAILABLE TO THIS COMPANY. IT DOES NOT PURPORT TO ASSUME OR GUARANTEE THE CONDITION OF TITLE TO THE HEREIN DESCRIBED LAND. IT MAY NOT BE RELIED UPON BY ANY PARTY AS A TRUE AND CORRECT REFLECTION OF THE CONDITION OF TITLE TO THE HEREIN DESCRIBED LAND. IT IS NOT TO BE CONSTRUED AS AN OFFER TO ISSUE A POLICY OF TITLE INSURANCE OR GUARANTEE OF COMMITMENT TO ISSUE A POLICY OF TITLE INSURANCE. LIABILITY, IF ANY, IS LIMITED TO THE AMOUNT PAID FOR THIS REPORT.

SCHEDULES OF EXCLUSIONS FROM COVERAGE OF THIS REPORT

THE FOLLOWING MATTERS ARE EXPRESSLY EXCLUDED FROM THE COVERAGE OF THIS REPORT:

1. NO LIABILITY IS ASSUMED AS TO THE VALIDITY OF ANY INSTRUMENT IN RECORDED CHAIN OF TITLE TO LANDS.
2. ANY LAW, ORDINANCE OR GOVERNMENTAL REGULATION (INCLUDING BUT NOT LIMITED TO BUILDING AND ZONING ORDINANCES) RESTRICTING OR REGULATING OR PROHIBITING THE OCCUPANCY, USE OR ENJOYMENT OF THE LAND, OR REGULATING THE CHARACTER, DIMENSIONS OR LOCATION OF ANY IMPROVEMENT NOW OR HEREAFTER ERECTED ON THE LAND, OR PROHIBITING A SEPARATION IN OWNERSHIP OR A REDUCTION IN THE DIMENSIONS OR AREA OF THE LAND, OR THE EFFECT OF ANY VIOLATION OF ANY SUCH LAW, ORDINANCE OR GOVERNMENTAL REGULATION.
3. RIGHTS OF EMINENT DOMAIN OR GOVERNMENTAL RIGHTS OF POLICE POWER UNLESS NOTICE OF THE EXERCISE OF SUCH RIGHTS APPEARS IN THE PUBLIC RECORDS AT DATE OF THIS REPORT.
4. DEFECTS, LIENS, ENCUMBRANCES, ADVERSE CLAIMS OR OTHER MATTERS CREATED, SUFFERED, ASSUMED OR AGREED TO BY THE BENEFICIARY, NOT KNOWN TO THE COMPANY AND NOT SHOWN BY THE PUBLIC RECORDS, BUT KNOWN TO THE BENEFICIARY AT DATE OF REPORT AND NOT DISCLOSED IN WRITING BY THE BENEFICIARY TO THE COMPANY PRIOR TO THE DATE HEREOF, RESULTING IN NO LOSS OR DAMAGE TO THE BENEFICIARY, ATTACHING OR CREATED SUBSEQUENT TO DATE OF REPORT, OR RESULTING IN LOSS OR DAMAGE WHICH WOULD NOT HAVE BEEN SUSTAINED IF THE BENEFICIARY HAS BEEN A BONA FIDE PURCHASER FOR VALUE.

AMERICAN TITLE AGENCY

BY:  

SCHEDULE "A"

TOTAL FEE FOR TITLE REPORT: **\$85.00**

REPORT NO. **80-117420**

AMOUNT OF LIABILITY NOT TO EXCEED: **\$85.00**

DATE OF REPORT: **AUGUST 23, 2016 AT 8:00 O'CLOCK A.M.**

1. THIS REPORT HAS BEEN PREPARED FOR THE SOLE USE AND BENEFIT OF (BENEFICIARY):
CITY OF CASPER, PLANNING OFFICE

2. THE DOCUMENT RECORDED **JUNE 20, 2008 AS INSTRUMENT NO. 846157** OF THE OFFICIAL RECORDS OF NATRONA COUNTY, WYOMING PURPORTING TO VEST A FEE ESTATE IN THE LAND DESCRIBED HEREIN IS:
CITY OF CASPER

3. THE LAND REFERRED TO IN THIS REPORT IS SITUATED IN THE COUNTY OF NATRONA, STATE OF WYOMING, AND IS DESCRIBED AS FOLLOWS:
LOT 28, BLOCK 2, KEYSTONE ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING

4. PURPORTED ADDRESS: **777 BERNADINE STREET, CASPER, WY 82601**

SCHEDULE "B"

THIS REPORT DOES NOT CERTIFY AGAINST LOSS OR DAMAGE, NOR AGAINST COSTS, ATTORNEY'S FEES OR EXPENSES, ANY OR ALL OF WHICH ARISE BY REASON OF THE FOLLOWING:

PART ONE:

1. RIGHTS OF CLAIMS OF PARTIES IN POSSESSION.
2. EASEMENTS, LIENS OR ENCUMBRANCES, OR CLAIMS THEREOF, WHICH ARE NOT SHOWN BY THE PUBLIC RECORDS.
3. FACTS WHICH WOULD BE DISCLOSED BY A COMPREHENSIVE SURVEY OF THE PREMISES HEREIN DESCRIBED.
4. COVENANTS, CONDITIONS, RESTRICTIONS AND RESERVATIONS.
5. OWNERSHIP OF MINERALS AND MINERAL RIGHTS.
6. EASEMENTS, RESERVATIONS AND SERVITUDES IMPOSED BY OPERATION OF LAW OR CONTAINED IN INSTRUMENTS OF RECORD.
7. ANY BANKRUPTCY PROCEEDINGS.
8. ALL GENERAL TAXES AND SPECIAL ASSESSMENTS.

**NOTE: TAXES ARE EXEMPT FOR THE YEAR 2015.
TAX NOTICE NO. 33790310300300**

9. COUNTY TREASURER: (307) 235-9470 COUNTY ASSESSOR: (307) 235-9444

PART TWO:

SUBJECT TO THE FOLLOWING MORTGAGES, LIENS, JUDGMENTS AND MONETARY ENCUMBRANCES OF RECORD, IF ANY:

"NO MONETARY ENCUMBRANCES OF RECORD"

RESOLUTION NO. 17-99

A RESOLUTION AUTHORIZING A QUITCLAIM DEED FOR CLOSING ON THE SALE OF THE 777 BERNADINE STREET PROPERTY, DESCRIBED AS LOTS 24-28, BLOCK 2, KEYSTONE ADDITION TO THE CITY OF CASPER

WHEREAS, the City of Casper is the owner of real property described as Lots 24-28, Keystone Addition to the City of Casper, Wyoming, commonly described as 777 Bernadine Street; and,

WHEREAS, pursuant to W.S. §15-1-112(a), an advertisement of the sale, describing the property and the terms of the sale, was published once each week for three (3) consecutive weeks in the Casper Star Tribune, calling for sealed bids for the purchase of the property; and,

WHEREAS, the City of Casper opened the bids that were received at a public meeting which occurred on April 25, 2017; and,

WHEREAS, River Valley Builders, Inc. was determined to be the highest responsible bidder for said real property; and,

WHEREAS, a Quitclaim Deed has been prepared for the transfer of said real property from the City to River Valley Builders, Inc., pursuant to the terms and conditions of the public notice; and,

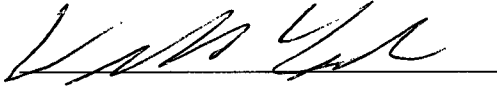
WHEREAS, the governing body of the City of Casper finds that the real property described herein should be sold to the highest responsible bidder.

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 Quitclaim Deed for the sale of the above described real property to River Valley Builders, Inc., pursuant to the terms and conditions of the public notice and the accepted bid documents.

BE IT FURTHER RESOLVED that William C. Luben, as the City Attorney, or his designee, is hereby authorized to close this transaction and to sign any and all documents as are necessary to close on and complete the sale of the above described real property by the City of Casper, Wyoming.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2017.

APPROVED AS TO FORM:



ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Kenyne Humphrey
Mayor

May 2, 2017

MEMO TO: Liz Becher, Interim City Manager

FROM: Andrew Beamer, P.E., Public Services Director
Shad Rodgers, Streets & Traffic Division Manager
Terry Cottenoir, Engineering Technician



SUBJECT: Authorizing an Agreement with 71 Construction in the Amount of \$160,000.00, for the Landmark Drive Surface Restoration Project

Meeting Type & Date

June 6, 2017 Regular Council Meeting

Action type

Resolution

Recommendation

That Council, by resolution, authorize an agreement with 71 Construction for the Landmark Drive Surface Restoration, Project No. 17-026, in the amount of \$145,371.00. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$14,629.00, for a total project amount of \$160,000.00.

Summary

On Tuesday, May 02, 2017, seven (7) bids were received for the Landmark Drive Surface Restoration, Project No. 17-026. The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
71 Construction	Casper, Wyoming	\$145,371.00
ISCO	Mills, Wyoming	\$169,905.00
Andreen Hunt Construction	Mills, Wyoming	\$171,400.00
Treto Construction	Casper, Wyoming	\$172,600.00
Grizzly Excavating	Casper, Wyoming	\$174,160.00
Knife River	Casper, Wyoming	\$195,182.00
Ramshorn Construction	Casper, Wyoming	\$203,460.00

The Landmark Drive Surface Restoration Project includes an asphalt mill and overlay, and sanitary sewer manhole and water valve collar adjustments on Landmark Drive from East 2nd Street to Blackmore Road. The existing asphalt pavement on Landmark Drive is deteriorating and needs to be restored. Work is scheduled to be completed by August 11, 2017. The estimate prepared by the City Engineering Division was \$210,100.00.

As required by State Statute, in-state bidders receive a five percent (5%) bid preference. As all bids were received from in-state Contractors, no bid preference was granted. A notice was

published in the local newspaper once a week for two consecutive weeks as required by State Statute, and the project was advertised on the City of Casper's website (www.casperwy.gov).

Financial Considerations

The total contract amount of \$160,000.00 is from Budgeted Current Revenue of the One Cent #15 Optional Sales Tax Fund.

Oversight/Project Responsibility

Terry Cottenoir, Engineering Technician, Public Services Department.

Attachments

Resolution

Agreement

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Casper, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and with 71 Construction, P.O. Box 4600, Casper, Wyoming 82604, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to make surfacing improvements to Landmark Drive; and,

WHEREAS, 71 Construction is able and willing to provide those services specified as the Landmark Drive Surface Restoration, Project No. 17-026.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the Landmark Drive Surface Restoration, Project No. 17-026, hereinafter referred to as the "Work."

ARTICLE 2. ENGINEER.

The Project has been designed by the City of Casper, who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed by **August 11, 2017** and completed and ready for final payment in accordance with Article 14 of the General Conditions by **August 17, 2017**.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner Five Hundred Dollars (\$500.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Two Hundred Dollars (\$200.00) for each day that expires after the time specified in

paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

In consideration of the performance of the work in accordance with the Contract documents for this Unit Price Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of One Hundred Forty-Five Thousand Three Hundred Seventy-One Dollars (\$145,371.00), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form, included as Exhibit "A" (pages BF-1 through BF-4, Bid Form) and Itemized Bid Schedule, included as Exhibit "B" (page BS-1, Bid Schedule) and by this reference made a part of this Agreement.

ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed through the Engineer as provided in the General Conditions.

- 5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.1 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.
 - 5.1.1 Prior to payment of fifty percent (50%) of Total Contract Price, progress payments will be made in an amount equal to ninety percent (90%) of the Work completed, and ninety (90%) of Invoice Cost of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.
 - 5.1.2 After payment of fifty percent (50%) of Total Contract Price has been made, Owner shall withhold such amounts necessary so the total retainage is equal to five percent (5%) of the Total Contract Price.
 - 5.1.3 In the event the Contractor makes only one application for payment upon substantially completing the Work, progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.2, Final Payment.

5.1.4 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.

5.2 Final Payment. Upon final completion and acceptance of the Work in accordance with Article 14 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq., withheld percentages for Contracts exceeding \$25,000.00 will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq., whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

7.1 Contractor has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.

7.2 Contractor has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.

7.3 Contractor has made or caused to be made examinations, investigations, and tests and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.

7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.

7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Contractor.

ARTICLE 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between Owner and Contractor are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This Agreement (Pages SFA-1 to SFA-6, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" - Bid Form (Pages BF-1 to BF-4, inclusive).
- 8.4 Exhibit "B" - Bid Schedule (Page BS-1, inclusive).
- 8.5 Addenda No. (1).
- 8.6 Performance and Labor and Payment Bonds.
- 8.7 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.8 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.9 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.10 Division 01 - General Requirements, consisting of seven (7) sections.
- 8.11 Division 02 – Site Construction, consisting of one (1) section.
- 8.12 Notice of Award.
- 8.13 Notice to Proceed.
- 8.14 Minutes of the Pre-Bid Conference, if any.
- 8.15 Contract Drawings consisting of eight (8) drawing sheets, with each sheet bearing the following general title:

Landmark Drive Surface Restoration, Project No. 17-026

- 8.16 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.17 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.
- 8.18 Notice of Substantial Completion.

ARTICLE 9. 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. 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.

(This space intentionally left blank)

ARTICLE 10. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year below written.

DATED this _____ day of _____, 2017.

APPROVED AS TO FORM:

Walker Tronzo

WITNESS:

By: _____

Title: _____

ATTEST:

By: _____

Tracey L. Belser

Title: City Clerk

CONTRACTOR:

71 Construction

By: _____

Title: _____

OWNER:

CITY OF CASPER, WYOMING

A Municipal Corporation

By: _____

Kenyne Humphrey

Title: Mayor

indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$ 145,371.00

TOTAL BASE BID, IN WORDS: One hundred forty five thousand three hundred seventy-one dollars even DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)
 - B. Exhibit "B" - Itemized Bid Schedule.
 - C. State of Wyoming Certificate of Residency Status, in conformance with the Instructions to Bidders.
9. Communications concerning this Bid shall be addressed to:

Address of Bidder:

7072 Burtland Dr
PO Box 4600
Casper, WY 82607

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on May 2, 2017.

Bidder is bidding as a Resident (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ (seal)
(Individual's Name)

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

By: _____ (seal)
(Firm's Name)

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: 71 Construction (seal)
(Corporation's or Limited Liability Company's Name)

Wyoming
(State of Incorporation or Organization)

By: Kenneth I Schulte (seal)
V PRES
(Title)

(Seal)

Attest: Shelley Herrens

Business Address: PO Box 4600
Casper WY 82604

Phone Number: 307-235-2922

A JOINT VENTURE

By: _____ (Name) (seal)

(Address)

By: _____ (Name) (seal)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

BID SCHEDULE

**LANDMARK DRIVE SURFACE RESTORATION
PROJECT NO. 17-026
May 2, 2017**

Contractor shall furnish and install items as shown on the Drawings or called for in the Specifications. All costs not included in the schedule that are necessary to provide a complete, functional project as depicted in the Drawings and Specifications are to be considered incidental and merged with costs of other related bid items.

LS = Lump Sum R&R = Remove and Replace LF = Linear Feet F&I = Furnish and Install
SY = Square Yard TON = Tons CY = Cubic Yard EA = Each

Bid Schedule

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Mobilization	LS	1	\$11,025.00	\$ 11,025.00
2	F&I Temporary Traffic Control	LS	1	\$ 11,650.00	\$ 11,650.00
3	Remove Asphalt Surfacing by Cold Milling	SY	12,600	\$ 1.60	\$20,160.00
4	F&I 2" Asphalt Overlay	TON	1,400	\$ 67.24	\$ 94,136.00
5	Adjust Manhole Top & Install 5'x5' Concrete Diamond	EA	7	\$ 300.00	\$ 2,100.00
6	Adjust Valve Box Top & Install 33"x33" Concrete Diamond	EA	21	\$ 300.00	\$ 6,300.00
TOTAL BID					\$ 145,371.00

• **BID IN WORDS:**

One hundred forty-five thousand three hundred seventy-one dollars.

This bid submitted by: 71 Construction
(Individual, partnership, corporation, or joint venture name)

RESOLUTION NO. 17-100

A RESOLUTION AUTHORIZING AN AGREEMENT WITH 71 CONSTRUCTION FOR THE LANDMARK DRIVE SURFACE RESTORATION, PROJECT NO. 17-026.

WHEREAS, the City of Casper desires to make surfacing improvements to Landmark Drive; and,

WHEREAS, 71 Construction is able and willing to provide those services specified as Landmark Drive Surface Restoration, Project No. 17-026; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Fourteen Thousand Six Hundred Twenty-Nine Dollars (\$14,629.00) and other project administration related change orders that do not substantially alter the scope of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with 71 Construction for those services, in the amount of One Hundred Forty-Five Thousand Three Hundred Seventy-One Dollars (\$145,371.00).

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 amount not to exceed One Hundred Forty-Five Thousand Three Hundred Seventy-One Dollars (\$145,371.00), and Fourteen Thousand Six Hundred Twenty-Nine Dollars (\$14,629.00) for a construction contingency account, for a total project amount of One Hundred Sixty Thousand Dollars (\$160,000.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Fourteen Thousand Six Hundred Twenty-Nine Dollars (\$14,629.00) and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2017.

APPROVED AS TO FORM:
(Landmark Drive Surface Restoration, Project No. 17-026)

Walker Fremont

ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

May 8, 2017

MEMO TO: Liz Becher, Interim City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Ethan Yonker, P.E., Associate Engineer

SUBJECT: Professional Services Agreement with Double D Welding and Fabrication, Inc.
Washington Park Band Shell Stage Extension, Phase II, Project No. 14-82

Meeting Type & Date:

Regular Council Meeting on June 6, 2017

Action Type

Resolution

Recommendation

That Council, by resolution, authorize a Professional Services Agreement with Double D Welding and Fabrication, Inc., for the Washington Park Band Shell Stage Extension Project. This contract is for Phase II of the construction of the Washington Park Band Shell Stage Extension with a total not to exceed contract amount of \$15,765.00 and a completion date of July 28, 2017.

Summary

The project consists of fabricating a collapsible stage system to be easily taken down and stored when not in use to create a larger useable stage area. The original scope of the project was split into Phase I and II due to budget limitations. Double D Welding and Fabrication, Inc. has completed Phase I of the Band Shell Stage Extension project for the contract amount of \$14,550.00. Phase II of the project is for fabrication, delivery, set-up, tear down, and storage of additional stage segments and access stairs.

Two (2) proposals were received for Phase II of the Washington Park Band Shell Stage Extension.

Double D Welding and Fabrication, Inc.	Mills, WY	\$15,765.00
Kustom Concepts	Casper, WY	\$20,380.00
Pepper Tank	Casper, WY	No Response

The last phase of the project consists of fabricating additional collapsible stage segments that can be taken down and stored when not in use to create a larger useable stage area.

Financial Considerations

Funding for the project will be from 1% #15 money allocated to the Wyoming Symphony for the stage extension project.

Oversight/Project Responsibility

Ethan Yonker, P.E., Associate Engineer, Public Services

Attachments

Professional Services Contract
Resolution

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services (“Contract”) is entered into on this ____ day of _____, 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. Double D Welding and Fabrication, Inc., PO Box 445, Mills, Wyoming, 82644. (“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 construct Phase II of the Washington Park Band Shell Stage Extension.

B. The project requires professional services for the fabrication, delivery, set-up, tear down, and storage of collapsible stage segments.

C. The Contractor represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Contractor for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Contractor shall perform the following services in connection with and respecting the project:

- Provide all materials and labor to fabricate the stage extension platforms as specified on the attached drawings, Sheets S1 through S11, all dated 6/9/16 (Exhibit “A”) supplied by Pillar Structural Engineering.
- Fabricate 14 full sections and 2 half sections of stage extension platforms.
- Field measure, design, and fabricate a collapsible access stairway for the stage. Shop drawings to be approved by the Engineer prior to ordering materials.

Template 1/23/17
Contractor’s Name:

Double D Welding and Fabrication, Inc.

Page 1 of 9

- Deliver the completed platforms to the Washington Park Band Shell.
- Set up the existing stage extension and new stage extension platforms for observation and inspection. Platforms shall be inspected by City staff and the licensed structural engineer that prepared the design for acceptance.
- Tear down of the stage extension and storage underneath the stage as directed by City staff.

2. TIME OF PERFORMANCE:

The services of the Contractor shall be undertaken and completed on or before the 28th day of July, 2017.

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 lump sum of Fifteen Thousand Seven Hundred Sixty-Five Dollars (\$15,765.00).

4. METHOD OF PAYMENT:

Payment will be made following receipt of an itemized invoice from the Contractor for services rendered in conformance with the Contract, and following approval by the Casper City Council. Contractor shall submit an invoice for payment specifying that it has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Contractor's authorized representatives.

The City and the Contractor each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

Walter Tremper

ATTEST

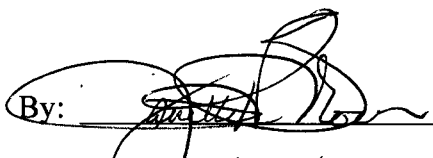
CITY OF CASPER, WYOMING
A Municipal Corporation

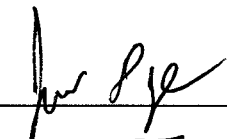
Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

WITNESS

CONTRACTOR
Double D Welding and Fabrication, Inc.

By: 
Printed Name: Janette Brown
Title: Administrative Technician

By: 
Printed Name: Jason Dye
Title: Manager

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Contractor of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Contractor under this Contract shall, at the option of the City, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Contractor, or any breach of the Contract by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the City from the Contractor are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon between the City and the Contractor, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Contractor's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Contractor shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due 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 or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Contractor which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

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 insure 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, they will be turned over to the City provided that, in any case, the Contractor may, at no additional expense to the City, make and retain such additional copies thereof as Contractor desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Contractor be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Contractor under this Contract are confidential and shall not be made available to any individual or organization by the Contractor without the prior written consent of the City.

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Contractor shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Contractor represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All

of the services required shall be performed by the Contractor, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Contractor shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONTRACTOR:

The Contractor shall not employ any subcontractor to perform any services in the scope of this project, unless the subcontractor is approved in writing by the City. Any approved subcontractor shall be paid by the Contractor.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to the commencement of work**, Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its subcontractors, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
4. Professional Liability (Errors and Omissions) Insurance appropriate to the Contractor's profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence.

If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. *Higher Limits.* If the Contractor maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for 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 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 insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its officers, elected and appointed officials, employees, agents or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

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.

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 three (3) years after completion of the contract of work*. However, Contractor's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of *three (3) years* after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Contractor shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subcontractors*

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that the City is an additional insured on insurance required from subcontractors.

10. *Special Risks or Circumstances*

City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

E. Contractor agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence of the Contractor and any subcontractor thereof.

12. INTENT:

Contractor represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Contractor shall perform all of the services for the compensation set forth in this Contract. Contractor also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Contractor agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

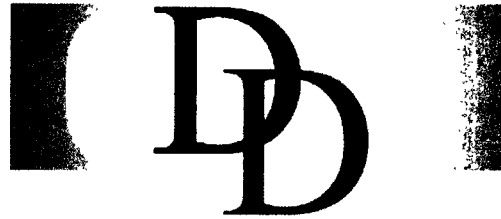
13. WYOMING GOVERNMENTAL CLAIMS ACT:

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.

14. 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.

Double D Welding and Fab.
PO Box 445
Mills, WY 82644
P (307)473-8047 F (307)472-0554



Double D

Welding and Fabrication, Inc.

City of Casper
Ethan Yonker
F (307) 235-8341

RE: Washington Park Stage

November, 22, 2016
Quote # J-160028 rev 2

Double D Welding proposes to fabricate stage extensions as requested by The City of Casper and described below:

ITEM #1: Extension Phase 2

Double D Welding will fabricate an additional 16 sections of stage extension to complete phase 2 of project. All pieces to be built in accordance to customer supplied drawings. Price includes all platforms and one set of stairs

Phase 2 price: \$15,765.00

**** This bid is good for 15 days. Prices are subject to change without notice due to changes in material costs. Tax not included. Double D Welding is not responsible for any items not specifically discussed in this bid.**

Jason Dye
Shop Manager

STRUCTURAL GENERAL NOTES

DESIGN LOADS

Code: 2012 International Building Code (IBC)

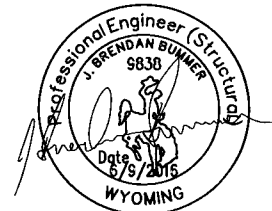
Floor: Live Staging 100 psf

STRUCTURAL STEEL

- Design is based on the "Specification for Structural Steel Buildings" (AISC - Latest Edition)
- Rolled structural steel shapes shall conform to the following specifications:
 - a. Wide Flanges (W) ASTM A992, 50 ksi yield stress
 - b. Channels, Angles, & Plates (C, L, P) ASTM A36, 36 ksi yield stress
 - c. Pipe Shapes (PIPE) ASTM A53, Grade B, 35 ksi yield stress
 - d. Hollow Structural Sections (HSS)
 - Rectangular ASTM A500, Grade B, 45 ksi yield stress
 - Round ASTM A500, Grade B, 42 ksi yield stress
- Structural fasteners shall conform to the following specifications:
 - a. Common Bolts ASTM A307, Grade A, 50 ksi tensile stress
 - b. High-Strength Bolts ASTM A325, 105 ksi tensile stress
ASTM A490, 150 ksi tensile stress
 - c. Threaded Rods ASTM A36, 36 ksi yield stress
 - d. Shear Stud Connectors ASTM A108, 65 ksi tensile stress
 - e. Anchor Rods ASTM F1554, Grade 36, 36 ksi yield stress
 - f. Nuts ASTM A563
 - g. Washers ASTM F436
 - h. Direct-Tension-Indicator Washers (DTI) ASTM F959
- Bolted connection design is based on the "Specification for Structural Joints Using ASTM A325 or A490 Bolts" - Latest Edition.
- Unless noted otherwise in the structural drawings, bolted connections shall be bolted with ASTM A325 high-strength bolts (Type N) and joint types shall be classified as "Snug-Tightened."
- High-strength bolts shall not be reused without prior approval of the E.O.R.
- Compressible material shall not be permitted between bolted assemblies.
- The nominal dimensions of bolt hole diameters shall be less than or equal to those as follows:
 - a. Standard Bolt Holes Bolt Diameter + $\frac{1}{16}$ "
 - b. Oversized Bolt Holes Bolt Diameter + $\frac{3}{16}$ "
- Unless noted otherwise in the structural drawings, oversized bolt holes shall be used in all plies of bolted joints.
- Unless noted otherwise in the structural drawings, oversized bolt holes shall be permitted for use in steel base plate connections.
- Where oversized bolt holes are specified in the structural drawings or approved by the E.O.R., washers shall be provided and shall be of the size and material as indicated in Table 6.1 of the "Specification for Structural Joints Using ASTM A325 or A490 Bolts" - Latest Edition.
- Welded connection design is based on the "Specification for Structural Steel Buildings" (AISC - Latest Edition) and "Structural Welding Code - Steel" (AWS D1.1 - Latest Edition)
- Welding of connections shall be made with AWS A5.1 or A5.5 class E70 electrodes or equivalent submerged arc.
- Only base metals and filler metals listed in Table 3.1 of the "Structural Welding Code - Steel" (AWS D1.1 - Latest Edition) may be used in welded connections.

DIMENSION LUMBER, TIMBERS, & STRUCTURAL SHEATHING

- Wood design is based on the "National Design Specification for Wood Construction" (NDS - Latest Edition).
- All dimension lumber and timbers used for structural framing shall be Douglas-Fir visually graded as follows:
 - 2" thick, 4" wide Construction Fb = 875 psi
 - 2"-4" thick, 5" & wider No. 2 or better Fb = 875 psi
 - 5" & thicker, 5" & wider No. 1 or better Fb = 1350 psi
- All wood in contact with concrete or exposed to the weather shall be CCA treated or Naturally Resistant Redwood.
- All wood connectors called for on the drawings are as manufactured by the Simpson Strong Tie Company. Connectors by other manufacturers may be used if the load capacity is equal to or greater than the connector specified. Use manufacturer's furnished nails and bolts.
- Structural sheathing
 - a. Structural sheathing for floor shall be APA Rated Sheathing, Exposure 1, shall conform to APA Standard PS2, latest edition, and shall bear the stamp of an approved testing agency.
 - b. Diaphragm sheathing shall be of the thickness and index number shown on plans, placed with the face grain perpendicular to supports and with end joints staggered.
- Fasten all wood members with common nails according to the International Building Code schedules, unless shown otherwise. Minimum end and edge distances for bolts, nails, or patterns of fasteners shall comply with table 2304.9.1 "Fastening Schedule" in the IBC 2005.



DRAWING # SI	JOB # 15-09129	DRAWING SCALE NTS	ISSUE CONSTRUCTION	DATE 6/9/16
DRAWING DESCRIPTION STAGE EXPANSION WASHINGTON PARK BANDSHELL PORTABLE STAGE PLATFORMS CASPER WY				
 STRUCTURAL ENGINEERING 1964 E 1ST STREET CASPER, WY 82601 PH (307) 265-3900 FAX (307) 265-3559 www.pillars.com				
NOT INTENDED FOR REUSE WRITTEN APPROVAL FROM PILLAR STRUCTURAL ENGINEERING COPYRIGHT 2015 ALL RIGHTS RESERVED				

EXHIBIT A

BILL OF MATERIALS - PHASE 1

ITEM	QTY.	SERVICE	DESCRIPTION	LENGTH	SPEC	BASE	ALTERNATE
1	15	SHEATHING	$\frac{3}{8}$ " $\frac{3}{16}$ OSB	4'-4"	H-F STUD	X	
2-A	67	NAILER PLATE	2x3	4'-0"	H-F STUD	X	
2-B	0	NAILER PLATE	2x3	2'-0"	H-F STUD	X	
2-C	8	NAILER PLATE	2x3	3'-0"	H-F STUD	X	
2-D	4	NAILER PLATE	2x3	1'-0"	H-F STUD	X	
3-A	67	PANEL BEAM	ANGLE, $L2\frac{1}{2} \times 2\frac{1}{2} \times \frac{3}{16}$	4'-0"	6061 ALUMINUM	X	
3-B	4	PANEL BEAM	ANGLE, $L2\frac{1}{2} \times 2\frac{1}{2} \times \frac{3}{16}$	2'-0"	6061 ALUMINUM	X	
3-C	8	PANEL BEAM	ANGLE, $L2\frac{1}{2} \times 2\frac{1}{2} \times \frac{3}{16}$	3'-0"	6061 ALUMINUM	X	
3-D	4	PANEL BEAM	ANGLE, $L2\frac{1}{2} \times 2\frac{1}{2} \times \frac{3}{16}$	1'-0"	6061 ALUMINUM	X	
4	54	PANEL LEG	ANGLE, $L2 \times 2 \times \frac{3}{8}$	1'-2 $\frac{1}{2}$ "	6061 ALUMINUM	X	
5-A	16	PANEL LEG EXTENDER	ANGLE, $L2 \times 2 \times \frac{3}{8}$	2'-9"	6061 ALUMINUM	X	
5-B	38	PANEL LEG EXTENDER	ANGLE, $L2 \times 2 \times \frac{3}{8}$	0'-10"	6061 ALUMINUM	X	
5-C	0	PANEL LEG EXTENDER	ANGLE, $L2 \times 2 \times \frac{3}{8}$	1'-5"	6061 ALUMINUM	X	
6-A	54	LEVELING MOUNT	JW WINCO 6TBLDMI	0'-6"	N/A	X	
6-B	10	LEVELING MOUNT	JW WINCO 6T3LDMI	0'-3"	N/A	X	
7	64	LEVELING MOUNT PLATE	FLAT PL. $\frac{1}{2}$ " \times 2" \times 2" w/ THREADED HOLE	N/A	6061 ALUMINUM	X	
8	8	LATERAL STABILITY	ANGLE, $L1 \times 1 \times \frac{3}{8}$	3'-7"	6061 ALUMINUM	X	
9	15	LATERAL STABILITY CONNECTION	FLAT PL. $\frac{1}{2}$ " \times 2" \times 2"	N/A	6061 ALUMINUM	X	
10-A	162	LEG TO LEG CONNECTION	$\frac{3}{8}$ " \times 1" BOLT	N/A	N/A	X	
10-B	37	PANEL TO PANEL FASTNER	$\frac{3}{8}$ " \times 1" BOLT	N/A	N/A	X	
11-A	182	LEG TO LEG CONNECTION	$\frac{3}{8}$ "-16 HEX NUT	N/A	N/A	X	
11-B	37	PANEL TO PANEL FASTNER	$\frac{3}{8}$ "-16 HEX NUT	N/A	N/A	X	
12	26	GUARD RAIL LEG	HSS2 \times 2 \times $\frac{3}{8}$	3'-8 $\frac{1}{2}$ "	A500B		X
13-A	22	GUARD RAIL CROSS GUARD	HSS2 \times 2 \times $\frac{3}{8}$	3'-10"	A500B		X
13-B	4	GUARD RAIL CROSS GUARD	HSS2 \times 2 \times $\frac{3}{8}$	1'-10"	A500B		X
14	26	GUARD RAIL SLEEVE	$2\frac{1}{2} \times 2\frac{1}{2} \times \frac{3}{8}$	0'-6"	6061 ALUMINUM		X
15	26	GUARD RAIL SLEEVE STOP	FLAT PL. $\frac{1}{2}$ " \times 2 $\frac{1}{2}$ " \times 2 $\frac{1}{2}$ "	N/A	6061 ALUMINUM		X
16-A	11	TOE KICK	2x TOE KICK	4'-0"	H-F STUD	X	
16-B	2	TOE KICK	2x TOE KICK	2'-0"	H-F STUD	X	

NOTES:

1. STRUCTURAL STEEL SHALL BE DETAILED, FABRICATED, AND ERRECTED IN CONFORMANCE WITH THE AISC SPECIFICATION AND THE CODE OF STANDARD PRACTICE, LATEST EDITIONS.
2. WELDS SHALL BE MADE WITH AWS A5.1 OR A5.5 CLASS E70 ELECTRODES OR EQUIVALENT SUBMERGED ARC.
3. USE WELD PROCEDURES WPS-18, -20, -34, -36.
4. SEE PLANS FOR PAINT SPECIFICATIONS.

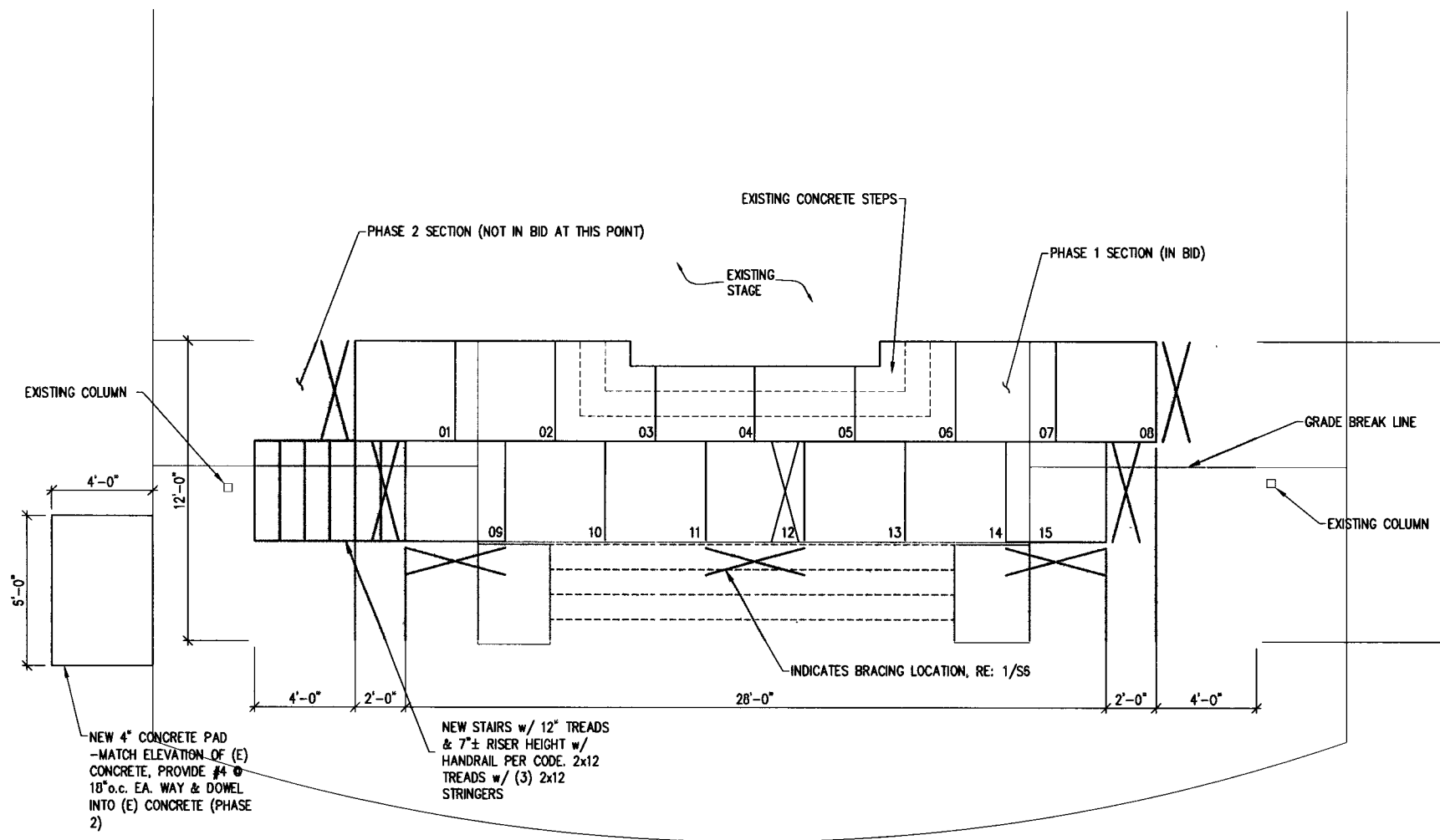
DRAWING #	S2	DRAWING SCALE	DATE
			6/9/16
JOB #	15-09129	ISSUE	
		CONSTRUCTION	

STAGE EXPANSION
WASHINGTON PARK BANDSHELL
PORTABLE STAGE PLATFORMS
CASPER, WY


STRUCTURAL ENGINEERING
 1964 E. 1ST STREET
 CASPER, WY 82601
 PH (307) 265-3900
 FAX: (307) 265-3559
www.pillar.com

NOT INTENDED FOR REUSE w/o WRITTEN APPROVAL FROM PILLAR STRUCTURAL ENGINEERING
 COPYRIGHT 2015 ALL RIGHTS RESERVED

DRWING#	DRG#
S3	15-09129
DRAWING SCALE	DATE
AS SHOWN	69/16
ISSUE	CONSTRUCTION



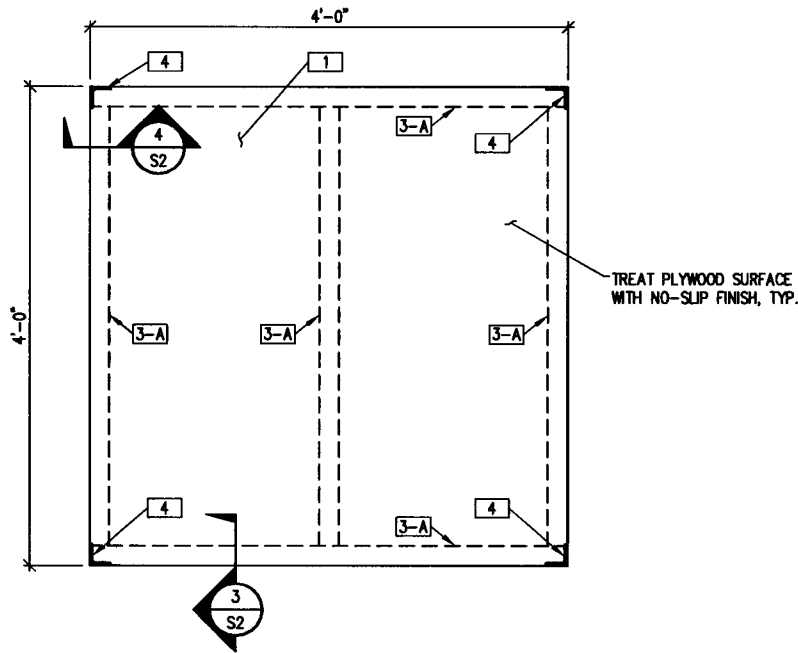
DRAWING DESCRIPTION
 STAGE EXPANSION PLAN
**WASHINGTON PARK BANDSHELL
 PORTABLE STAGE PLATFORMS**
 CASPER, WY

1 STAGE PLATFORM LAYOUT PLAN

NOTES:
 1. PRIOR TO FABRICATION, CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFICATION OF ALL DIMENSIONS AND ELEVATIONS. NOTIFY ENGINEER OF RECORD OF ANY DISCREPANCIES.

$1/4" = 1'-0"$


PILLAR
STRUCTURAL
ENGINEERING
 1964 E. 1ST STREET
 CASPER, WY 82601
 PH (307) 265-3900
 FAX (307) 265-3559
 www.pillar-se.com
NOT INTENDED FOR REUSE. WRITTEN APPROVAL FROM PILLAR STRUCTURAL ENGINEERING. COPYRIGHT 2015 ALL RIGHTS RESERVED.

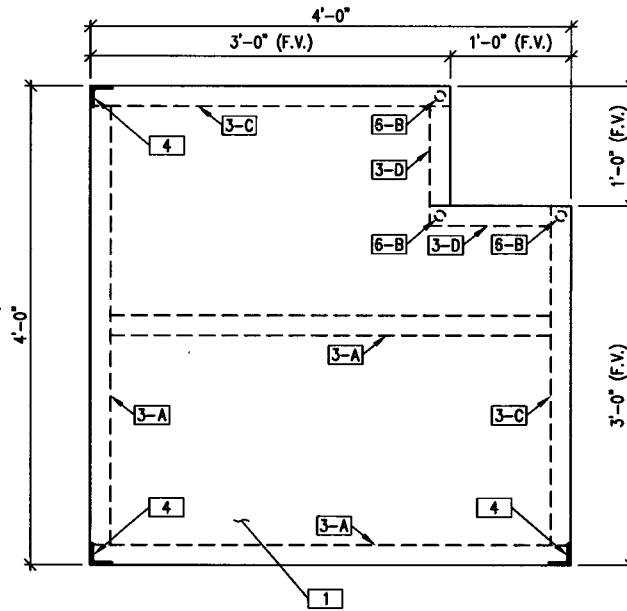


1 STAGE TABLE PLAN-TYP.

NOTES:

1" = 1'-0"

1. PLATFORMS: 1, 2, 7, 8, 9, 10, 11, 12, 13, 14, 15
2. PAINT TABLE TO MATCH EXISTING CLAMSHELL TRIM, TYP.




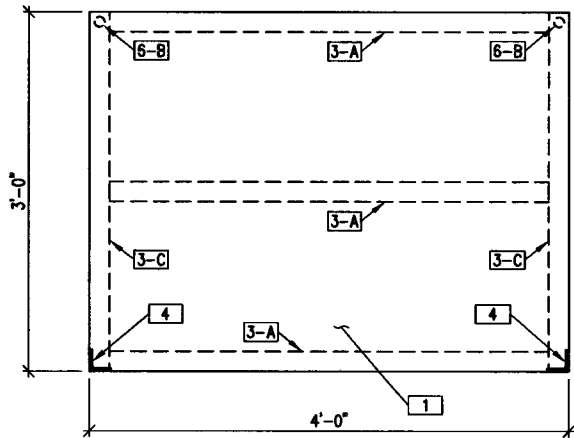
2 STAGE TABLE PLAN

NOTES:

1" = 1'-0"

1. PLATFORMS: 3&6
2. PAINT TABLE TO MATCH EXISTING CLAMSHELL TRIM, TYP.

DRAWING # S4	JOB # 15-09129	DRAWING SCALE AS SHOWN	DATE CONSTRUCTION 6/9/16
DRAWING DESCRIPTION STAGE PLATFORM PLANS WASHINGTON PARK BANDSHELL PORTABLE STAGE PLATFORMS CASPER, WY			
 STRUCTURAL ENGINEERING 1944 E. 1ST STREET CASPER, WY 82401 PH: (307) 265-3900 FAX: (307) 265-3559 www.pillane.com <small>NOT INTENDED FOR REUSE w/o WRITTEN APPROVAL FROM PILLAR STRUCTURAL ENGINEERING. COPYRIGHT 2015 ALL RIGHTS RESERVED.</small>			




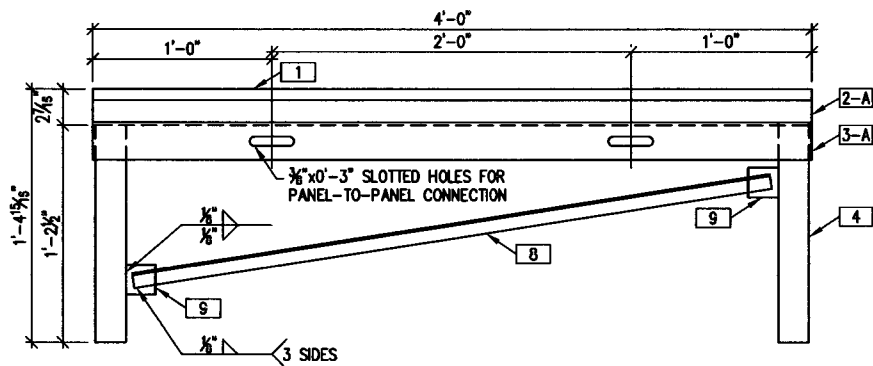
1 STAGE TABLE PLAN

NOTES:

1" = 1'-0"

1. PLATFORMS:
4&5
2. PAINT TABLE TO MATCH EXISTING CLAMSHELL TRIM, TYP.

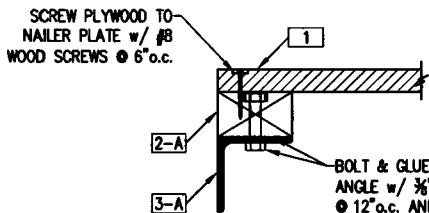
DRAWING # S5	JOB # 15-09129	DRAWING SCALE AS SHOWN	DATE 6/9/16
DRAWING DESCRIPTION STAGE PLATFORM PLANS		WASHINGTON PARK BANDSHELL PORTABLE STAGE PLATFORMS CASPER, WY	
 <p>STRUCTURAL ENGINEERING</p> <p>1064 E. 1ST STREET CASPER, WY 82401 PH: (307) 265-3900 FAX: (307) 265-3559 www.pillarwv.com</p> <p><small>NOT INTENDED FOR REUSE WITHOUT WRITTEN APPROVAL FROM PILLAR STRUCTURAL ENGINEERING. COPYRIGHT 2015 ALL RIGHTS RESERVED.</small></p>			



1 STAGE TABLE ELEVATION

NOTES: 1 1/2" = 1'-0"

- BRACING REQUIRED ON PANELS 1, 8, 9, 12, AND 15 RE: 1/S3

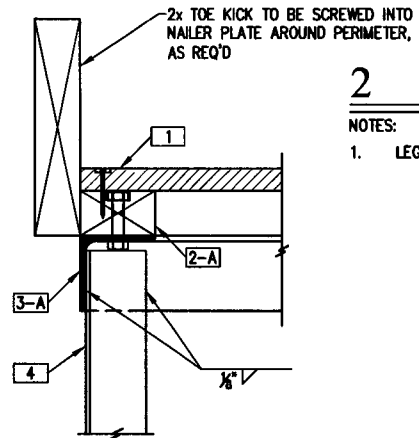


SCREW PLYWOOD TO NAILER PLATE w/ #8 WOOD SCREWS @ 6" o.c.

BOLT & GLUE NAILER PLATE TO ANGLE w/ 3/8" BOLTS (COUNTERSINK) @ 12" o.c. AND 3M SCOTCHWELD POLYURETHANE REACTIVE EASY 250 PLASTIC ADHESIVE E2250150

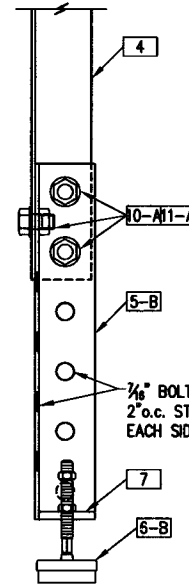
3 SECTION

NOTES: 3" = 1'-0"



4 SECTION

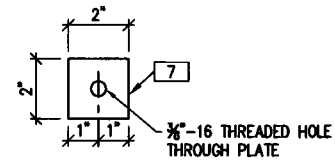
NOTES: 3" = 1'-0"



2 DETAIL

NOTES: 3" = 1'-0"

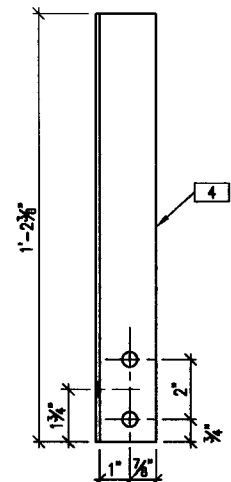
- LEG ASSEMBLY



6 DETAIL

NOTES: 3" = 1'-0"

- LEVELING MOUNT PLATE: ITEM 7

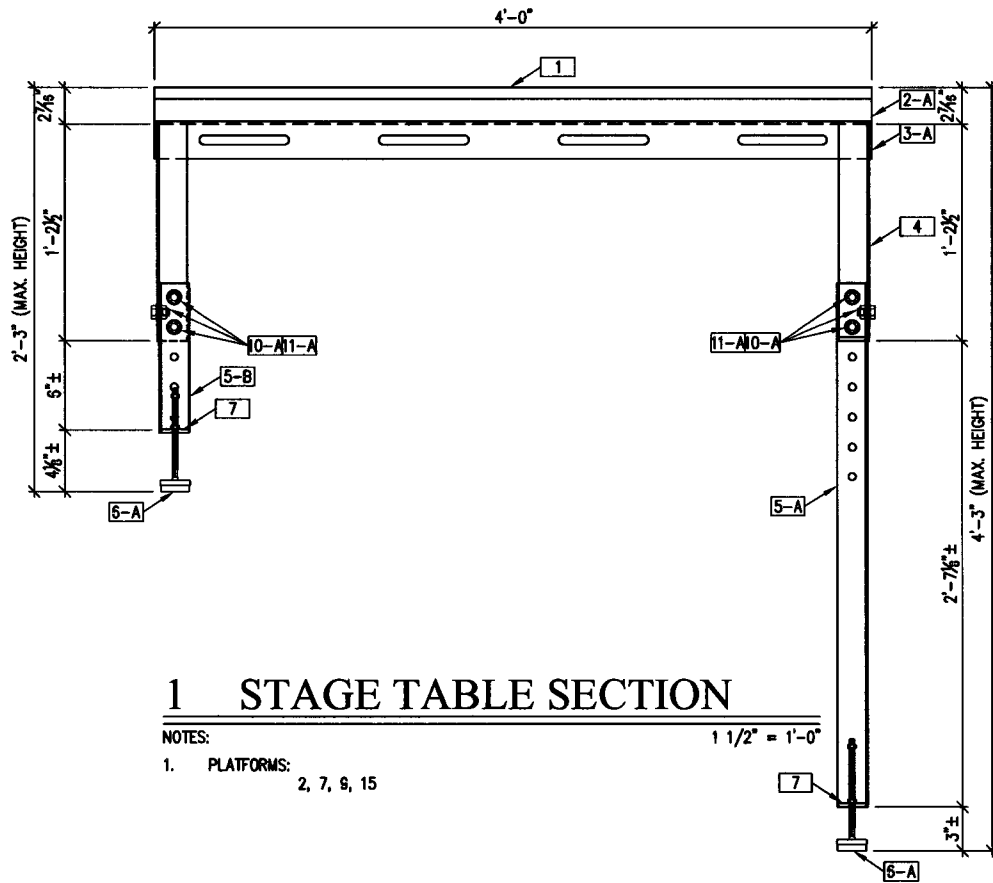


5 DETAIL

NOTES: 3" = 1'-0"

- PANEL LEG: ITEM 4

DRAWING NO.	S6	JOB #	15-09129
	DRAWING SCALE		AS SHOWN
DRAWING DESCRIPTION		DATE	6/9/16
STAGE PLATFORM DETAILS		ISSUE	CONSTRUCTION
WASHINGTON PARK BANDSHELL PORTABLE STAGE PLATFORMS CASPER, WY			
 STRUCTURAL ENGINEERING 1964 E 1ST STREET CASPER, WY 82601 PH (307) 265-3900 FAX: (307) 265-3559 www.pillarinc.com			
NOT INTENDED FOR REUSE w/o WRITTEN APPROVAL FROM PILLAR STRUCTURAL ENGINEERING. COPYRIGHT 2015 ALL RIGHTS RESERVED.			

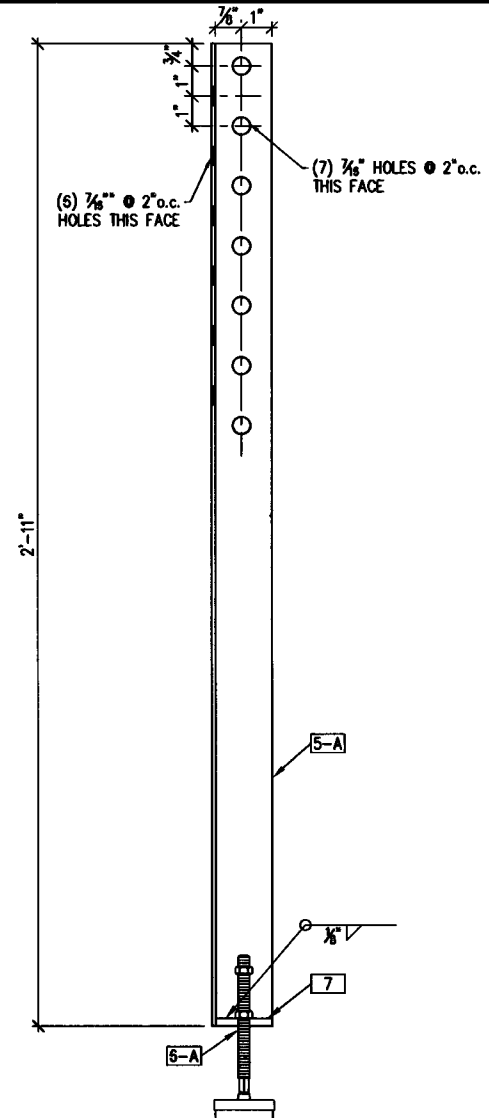


1 STAGE TABLE SECTION

NOTES:

1. PLATFORMS: 2, 7, 8, 15

1 1/2" = 1'-0"

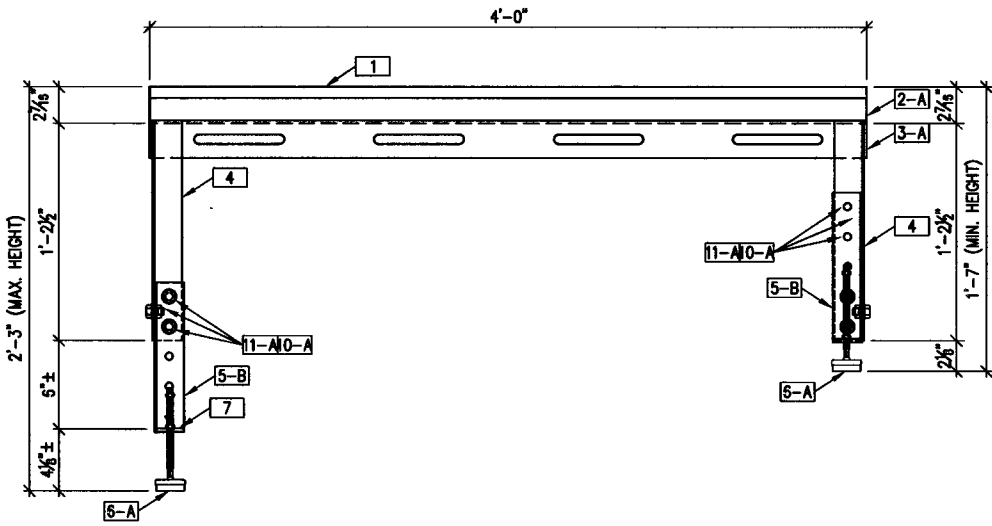


2 DETAIL

NOTES: 3" = 1'-0"

1. PANEL LEG EXTENDER: ITEM 5-A

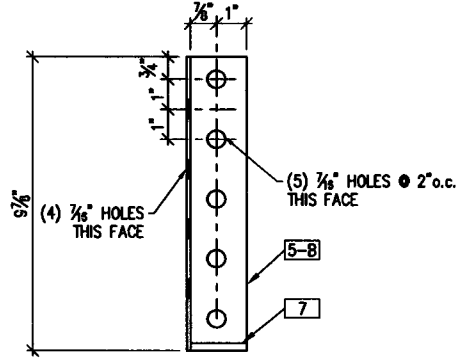
JOB #	15-09129
DRAWING #	S7
FRAMING SCALE	AS SHOWN
ISSUE	CONSTRUCTION
DATE	6/9/16
WASHINGTON PARK BANDSHELL PORTABLE STAGE PLATFORMS CASPER, WY	
 PILLAR STRUCTURAL ENGINEERING 1044 E. 1ST STREET CASPER, WY 82401 PH. (307) 265-3900 FAX. (307) 265-3559 www.pillarinc.com <small>NOT INTENDED FOR REUSE w/o WRITTEN APPROVAL FROM PILLAR STRUCTURAL ENGINEERING. COPYRIGHT 2015 ALL RIGHTS RESERVED.</small>	



1 STAGE TABLE SECTION

NOTES: 1 1/2" = 1'-0"

1. PLATFORMS: 10, 11, 12, 13, 14



2 DETAIL

NOTES: 3" = 1'-0"

1. PANEL LEG EXTENDER: ITEM 5-B

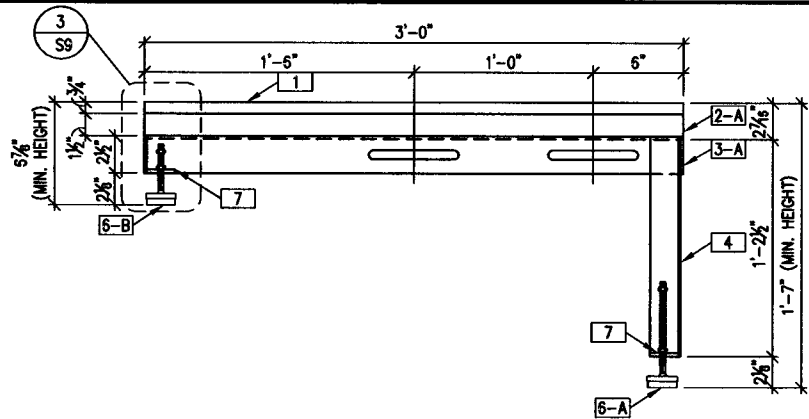
DRAWING #	JOB #
S8	15-09129
DRAWING SCALE	
AS SHOWN	
ISSUE	DATE
CONSTRUCTION	6/9/16

DRAWING DESCRIPTION
 STAGE PLATFORM DETAILS
 WASHINGTON PARK BANDSHELL
 PORTABLE STAGE PLATFORMS
 CASPER, WY

PILLER
STRUCTURAL
ENGINEERING

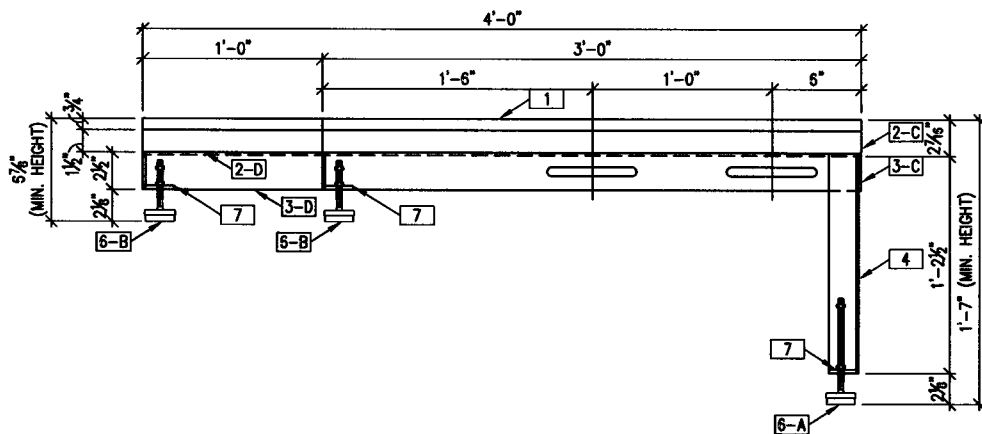
1064 B 1ST STREET
 CASPER, WY 82401
 PH: (307) 265-3900
 FAX: (307) 265-3559
 www.pillerne.com

NOT INTENDED FOR REUSE w/o
 WRITTEN APPROVAL FROM PILLER
 STRUCTURAL ENGINEERING
 COPYRIGHT 2015 ALL RIGHTS
 RESERVED



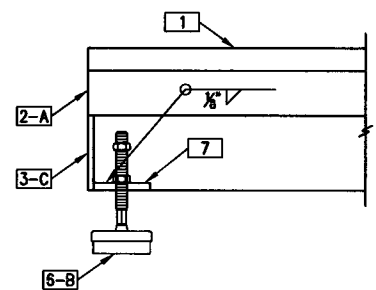
1 STAGE TABLE SECTION

- NOTES: 1 1/2" = 1'-0"
1. PLATFORMS: 4&5
 2. NO LATERAL BRACING THESE PANELS




2 STAGE TABLE SECTION

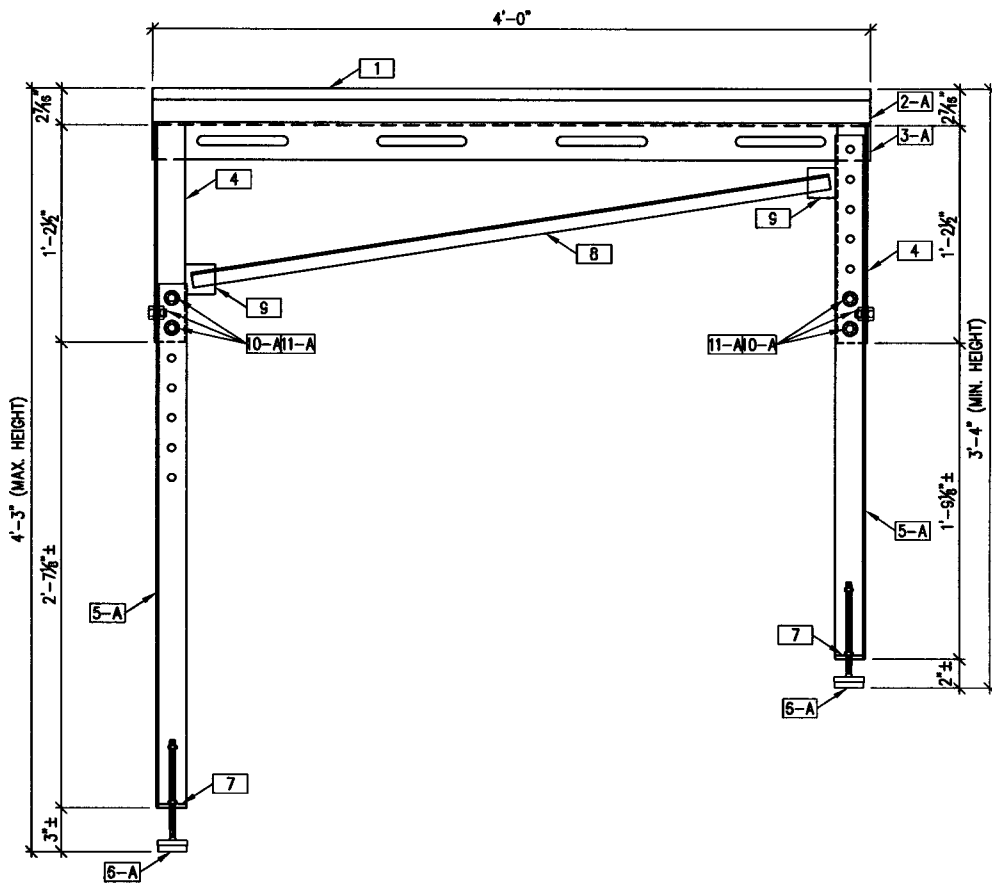
- NOTES: 1 1/2" = 1'-0"
1. PLATFORMS: 3&6
 2. NO LATERAL BRACING THESE PANELS



3 DETAIL

- NOTES: 3" = 1'-0"

DRAWING NO. S9	JOB # 15-09129	DRAWING SCALE AS SHOWN	DATE CONSTRUCTION 6/9/16
<p>DRAWING DESCRIPTION STAGE PLATFORM DETAILS</p> <p>WASHINGTON PARK BANDSHELL PORTABLE STAGE PLATFORMS CASPER, WY</p>			
 <p>PELLAR STRUCTURAL ENGINEERING</p> <p>1964 E. 1ST STREET CASPER, WY 82601 PH. (307) 265-3900 FAX (307) 265-3559 www.pellar.com</p> <p><small>NOT INTENDED FOR REUSE w/o WRITTEN APPROVAL FROM PELLAR STRUCTURAL ENGINEERING COPYRIGHT 2015 ALL RIGHTS RESERVED</small></p>			



1 STAGE TABLE SECTION

NOTES: 1 1/2" = 1'-0"

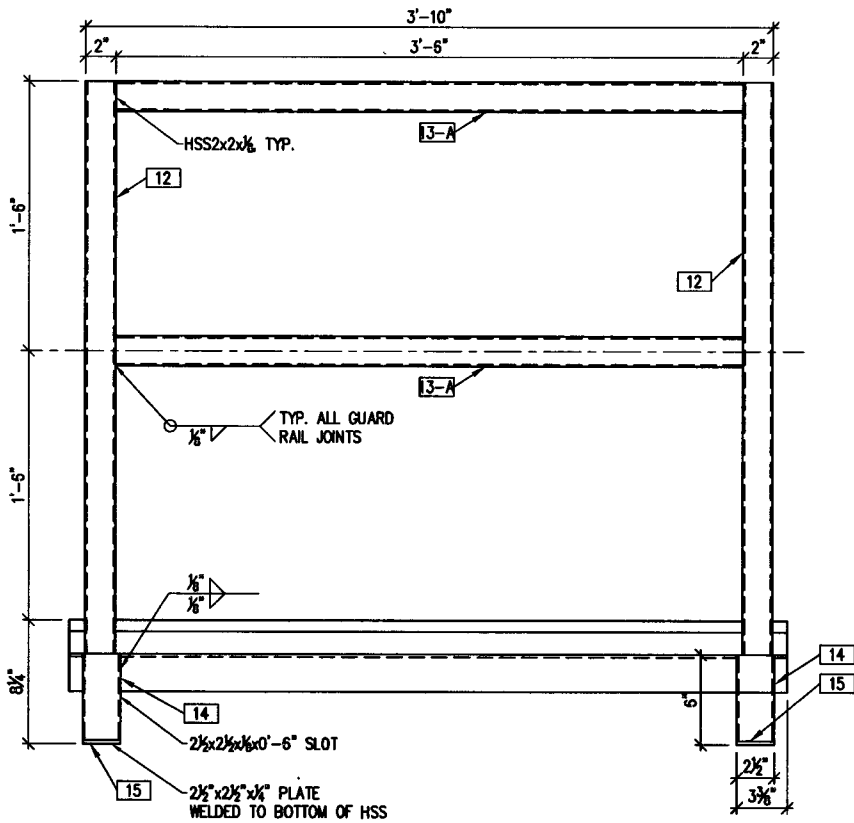
- 1. PLATFORMS: 1, 8

DRAWING #	JOB #
S10	15-09129
DRAWING SCALE	DATE
AS SHOWN	6/9/16
ISSUE	CONSTRUCTION

DRAWING DESCRIPTION
 STAGE PLATFORM DETAILS
 WASHINGTON PARK BANDSHELL
 PORTABLE STAGE PLATFORMS
 CASPER, WY

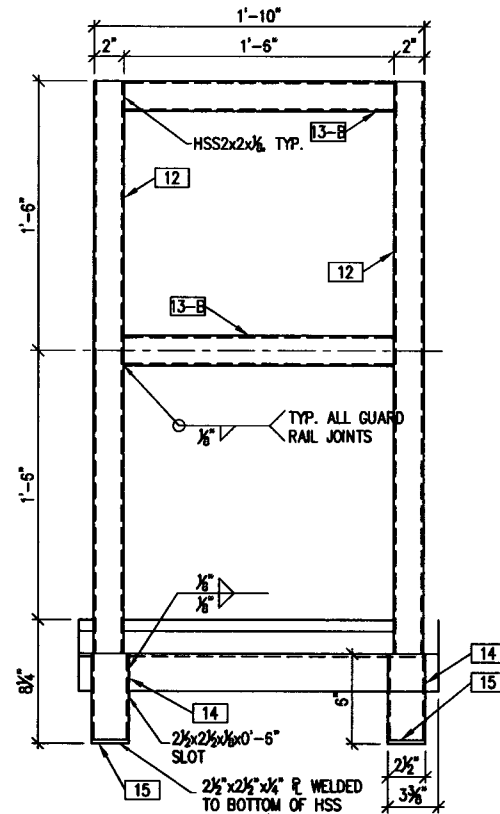
PILLAR
 STRUCTURAL
 ENGINEERING
 1964 E. 1ST STREET
 CASPER, WY 82601
 PH (307) 265-3900
 FAX (307) 265-3559
 www.pillarinc.com

NOT INTENDED FOR REUSE W/O
 WRITTEN APPROVAL FROM PILLAR
 STRUCTURAL ENGINEERING
 COPYRIGHT 2015 ALL RIGHTS
 RESERVED



1 GUARD RAIL DETAIL -TYP.

- NOTES: 1 1/2" = 1'-0"
1. DETAIL TYP. @ 2 EDGES OF PANELS 9&15 AND ONE SIDE OF 1, 8, 10-14
 2. FOR ALTERNATE BID PACKAGE



1 GUARD RAIL DETAIL

- NOTES: 1 1/2" = 1'-0"
1. DETAIL @ 2' EXPOSED EDGES OF PANELS 1, 8.
 2. FOR ALTERNATE BID PACKAGE

DRAWING # S11	JOB # 15-09129	DRAWING SCALE AS SHOWN	DATE 69/16
DRAWING DESCRIPTION STAGE PLATFORM DETAILS			
WASHINGTON PARK BANDSHELL PORTABLE STAGE PLATFORMS CASPER, WY			
 PILLAR STRUCTURAL ENGINEERING 1964 E. 1ST STREET CASPER, WY 82401 PH (307) 265-3900 FAX (307) 265-3559 www.pillars.com <small>NOT INTENDED FOR REUSE w/o WRITTEN APPROVAL FROM PILLAR STRUCTURAL ENGINEERING. COPYRIGHT 2015 ALL RIGHTS RESERVED.</small>			

RESOLUTION NO.17-101

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH DOUBLE D WELDING AND FABRICATION, INC., FOR PROFESSIONAL SERVICES FOR THE WASHINGTON PARK BAND SHELL STAGE EXTENSION PHASE II.

WHEREAS, the City of Casper desires to complete Phase II of the Washington Park Band Shell Stage Extension Project, for fabrication, delivery, assembly, and storage of additional platforms for the Washington Park Band Shell Stage Extension, Project No. 14-82; and,

WHEREAS, Double D Welding and Fabrication, is able and willing to provide these services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a professional services agreement with Double D Welding and Fabrication, Inc., to fabricate, deliver, assemble, and store additional stage extension platforms.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments throughout the project as prescribed by the contract, for a total amount not to exceed Fifteen Thousand Seven Hundred Sixty-Five Dollars (\$15,765.00).

PASSED, APPROVED, AND ADOPTED this ___ day of _____, 2017.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

May 11, 2017

MEMO TO: Liz Becher, Interim City Manager *eb*

FROM: Andrew Beamer, P.E., Public Services Director *B*
Bruce Martin, Public Utilities Manager

SUBJECT: Authorizing a Funding Agreement in the amount of \$87,661 with Central Wyoming Regional Water System Joint Powers Board (RWS) for Design and Construction Administration Charges for the RWS and City of Casper PLC/SCADA Upgrades

Meeting Type & Date
Regular Council Meeting
June 6, 2017

Action type
Resolution

Recommendation

That Council, by resolution, authorize a funding agreement in the amount of \$87,661 with the RWS for design and construction administration charges for the RWS and City of Casper PLC/SCADA Upgrades Project.

Summary

Programmable logic controllers (PLC) and supervisory control and data acquisition (SCADA) systems are components that allow monitoring and remote control of industrial processes and equipment. These systems are critical components of the RWS and the City of Casper water treatment and distribution systems.

The existing SCADA and PLC equipment, along with the radio telemetry components used for communication between remote booster and tank sites, was installed in 1998. Although new SCADA servers and associated software was replaced in 2012, most of the original equipment is still in operation.

The RWS is undertaking a project to upgrade its PLC/SCADA equipment. Due to the interconnectivity of the RWS and City water distribution PLC/SCADA systems, and because of economies of scale, it makes sense to upgrade the City water distribution system PLC/SCADA equipment and the RWS systems simultaneously.

HDR Engineering Inc. (HDR) completed a SCADA system preliminary engineering report as a part of the Water Treatment Plant Facilities Plan. The RWS has now selected HDR to provide

design and construction administration for the PLC/SCADA Upgrade Project in the amount of \$430,650. The City of Casper portion would be \$87,661.

Financial Considerations

Upon consummation of this funding agreement, the City of Casper will pay \$87,661, its fair share of the design and construction administration costs, to the RWS.

Oversight/Project Responsibility

Bruce Martin, Public Utilities Manager

Attachments

Resolution

Agreement

AGREEMENT BETWEEN THE CITY OF CASPER AND THE CENTRAL WYOMING REGIONAL WATER SYSTEM JOINT POWERS BOARD FOR DESIGN AND CONSTRUCTION ADMINISTRATION CHARGES FOR THE REGIONAL WATER SYSTEM AND THE CITY OF CASPER PLC/SCADA UPGRADE PROJECT

THIS AGREEMENT is made, and entered into this _____ day of _____, 2017 by and among the City of Casper, Wyoming, a Municipal Corporation, hereinafter referred to as “City,” and the Central Wyoming Regional Water System Joint Powers Board, hereinafter referred to as “RWS.”

WHEREAS, the RWS and City of Casper have PLC/SCADA equipment that is interconnected; and

WHEREAS, the existing PLC/SCADA equipment was installed in 1998 and requires upgrades; and,

WHEREAS, because of economies of scale, and manpower efficiencies, it is cost effective for the City and RWS to jointly perform the PLC/SCADA upgrade project; and,

WHEREAS, the RWS and City desire to jointly undertake design and construction administration for the PLC/SCADA Upgrade Project; and,

WHEREAS, a contract is needed between the parties to delineate the duties and financial responsibilities of each party for design and construction administration charges for the PLC/SCADA Upgrade Project.

NOW, THEREFORE, it is hereby agreed among the parties that:

1. The RWS shall be responsible for administering the design and construction administration agreement with the Consultant on behalf of the RWS and the City. The professional service agreement, including Consultant’s scope of service, is attached to this agreement as Exhibit “A”.
2. The City shall provide existing PLC/SCADA documentation upon request of the Consultant and the RWS.
3. The City shall participate in meetings/workshops as requested by the Consultant and the RWS.
4. The City shall receive a complete set of design drawings and construction specifications.
5. The City shall receive bidding and construction administration services as agreed upon between the RWS and HDR Engineering Inc.

6. The anticipated cost for design and construction administration services for the PLC/SCADA Upgrade Project is Four Hundred Thirty Thousand Six Hundred Fifty Dollars (\$430,650). The City's share of the cost is anticipated to be Eighty-Seven Thousand Six Hundred Sixty-One Dollars (\$87,661).
7. Upon consummation of this agreement the City shall pay the RWS for its proportionate share of the cost not to exceed Eighty-Seven Thousand Six Hundred Sixty-One Dollars (\$87,661) unless modified by an amendment to this agreement. The RWS shall prepare and submit to the City an itemized bill covering only costs associated with the design and construction administration charges for the City.
8. The City of Casper and the Central Wyoming Regional Water System Joint Powers Board do not waive any immunity or limitations of liability afforded them by the Wyoming Governmental Claims Act and all such immunity and limitations of liability are retained.

THIS AGREEMENT IS MADE AND DULY EXECUTED on the date first written above by the City Council of the City of Casper and the Board of the Central Wyoming Regional Water System Joint Powers Board.

APPROVED AS TO FORM:



Attorney for the City of Casper

Attorney for Central Wyoming Regional
Water System Joint Powers Board

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation:

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

ATTEST:

CENTRAL WYOMING REGIONAL
WATER SYSTEM JOINT POWERS
BOARD:

Charlie Powell
Secretary

H. H. King, Jr.
Chairman

EXHIBIT "A"

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 16th day of May, 2017, by and between the following parties:

1. The Central Wyoming Regional Water System Joint Powers Board, a Wyoming Joint Powers Board, 1500 SW Wyoming Boulevard, Casper, Wyoming 82604 ("Owner").
2. HDR Engineering, Inc., 601 Metz Drive, Gillette, Wyoming 82717-0457 ("Consultant").

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

RECITALS

A. The Owner is undertaking a project to upgrade the SCADA system and replace programmable logic controllers (PLC's) at the Central Wyoming Regional Water System Water Treatment Plant located at 1500 South West Wyoming Boulevard in Casper, Wyoming 82604, as well as PLC's at some remote wells, booster pump stations, and tanks hereinafter referred to as the "Project."

B. The project requires professional services for the design and construction administration services.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to Owner as required by this Contract.

D. The Owner desires to retain the Consultant for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project: See Attached "Exhibit A" (SCADA System Upgrade proposal from HDR).

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services (“Contract”) is entered into on this ____ day of _____, 2017, by and between the following parties:

1. The Central Wyoming Regional Water System Joint Powers Board, a Wyoming Joint Powers Board, 1500 SW Wyoming Boulevard, Casper, Wyoming 82604 (“Owner”).

2. HDR Engineering, Inc., 601 Metz Drive, Gillette, Wyoming 82717-0457 (“Consultant”).

Throughout this document, the Owner and the Consultant may be collectively referred to as the “parties.”

RECITALS

A. The Owner is undertaking a project to upgrade the SCADA system and replace programmable logic controllers (PLC’s) at the Central Wyoming Regional Water System Water Treatment Plant located at 1500 South West Wyoming Boulevard in Casper, Wyoming 82604, as well as PLC’s at some remote wells, booster pump stations, and tanks hereinafter referred to as the “Project.”

B. The project requires professional services for the design and construction administration services.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to Owner as required by this Contract.

D. The Owner desires to retain the Consultant for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project: See Attached “Exhibit A” (SCADA System Upgrade proposal from HDR).

2. TIME OF PERFORMANCE:

The services of the Consultant are to commence upon written notice to proceed from the Owner. The Project design shall be undertaken and completed on or before the 6th day of February, 2018.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with paragraph 1, not to exceed a maximum of Four Hundred Thirty Thousand Six Hundred Fifty Dollars (\$430,650.00).

4. METHOD OF PAYMENT:

Payment will be made following receipt of an itemized invoice utilizing "Exhibit B," (HDR Engineering 2017 Hourly Billing Rates), from the Consultant for services rendered in conformance with the Contract, and following approval by the CWRWS. Consultant shall submit an invoice for payment specifying that it has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Consultant to the Owner for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the Owner's general credit policy, those amounts may be deducted from the payment being made by the Owner to the Consultant pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

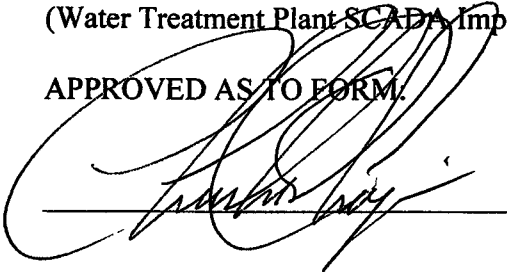
This Contract represents the entire and integrated Agreement between the Owner and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the Owner's and the Consultant's authorized representatives.

The Owner and the Consultant 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.

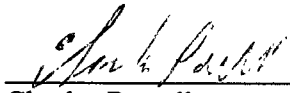
(Water Treatment Plant SCADA Improvements - HDR)

APPROVED AS TO FORM.

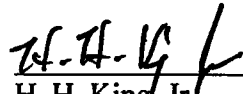


ATTEST

CENTRAL WYOMING REGIONAL WATER
SYSTEM JOINT POWERS BOARD



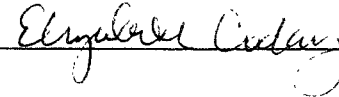
Charles Powell
Secretary



H. H. King, Jr.
Chairman, CWRWS

WITNESS

CONSULTANT
HDR Engineering
601 Metz Drive
Gillette, Wyoming 82717-0457

By: 

By: 

Printed Name: Elizabeth Coday

Printed Name: J. Mike Coleman

Title: Project Administrator

Title: Sr. Vice President

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The Owner may terminate this Contract anytime by providing thirty (30) days written notice to Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the Owner, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the Owner for damages sustained by the Owner, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the Owner may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the Owner from the Consultant are determined.

2. CHANGES:

The Owner may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the Owner and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by Owner.

3. ASSIGNABILITY:

The Consultant shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the Owner: provided, however, that claims for money due or to become due the Consultant from the Owner 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 Owner within five (5) business days of any assignment or transfer.

4. AUDIT:

The Owner or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Consultant which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant shall take affirmative action to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Consultant under this Contract shall be considered the property of the Owner, and upon completion of the services to be performed, they will be turned over to the Owner provided that, in any case, the Consultant may, at no additional expense to the Owner, make and retain such additional copies thereof as Consultant desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Consultant be released to any person, agency, corporation, or organization without the written consent of the Owner.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant without the prior written consent of the Owner.

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the Owner. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any sub-Consultant to perform any services in the scope of this project, unless the sub-Consultant is approved in writing by the Owner. Any approved sub-Consultant shall be paid by the Consultant.

The labor to be performed by the Contractor under this agreement may require the Contractor to comply with the Wyoming Preference Act of 1971, as amended, W. S. § 16 – 6 – 201 et seq. It is the legal responsibility of the Contractor to determine whether the identified Act is applicable to the Contractor while performing the services/labor detailed herein. If the Contractor determines that the identified Act is applicable, the Contractor then becomes legally obligated to comply with the identified Act in all regards while providing labor upon the project herein described.

All questions relating to compliance of the Contractor under the Act should be addressed by the Contractor to:

State of Wyoming Department of Workforce Services
Casper Workforce Center
851 Werner Court, Suite 120
Casper, WY 82601
Phone #: 307 – 234 – 4591
Fax #: 307 – 266 – 1238
www.Wyomingworkforce.org

Through execution of this contract, the Contractor certifies that if the identified Act is applicable to this project, Contractor has met, and will continue to meet all obligations incumbent upon it as set forth under the identified Act throughout the term of the project identified herein.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to the commencement of work, Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work**

hereunder by the Consultant, its subconsultants, agents, representatives, or employees.

B. Minimum Scope and limit of Insurance.

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. Higher Limits. If the Consultant maintains higher limits than required under this Agreement, then the Owner shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Owner.

D. Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The Owner, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance as respects the Owner, its officers, elected and appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the Owner, its officers, elected and appointed officials, employees, agents or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

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 Owner. Such notice to the Owner shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Consultant hereby grants to Owner a waiver of any right to subrogation which any insurer of said Consultant may acquire against the Owner by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Owner has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

Any deductibles or self-insured retentions must be declared to and approved by the Owner. Unless otherwise approved by the Owner in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless otherwise approved in writing by the Owner, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the Owner may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

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 Owner.

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 three (3) years after completion of the contract of work*. However, Consultant's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
 - c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *three (3) years* after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the Owner with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the Owner before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The Owner reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the Owner is an additional insured on insurance required from subconsultants.

10. *Special Risks or Circumstances*

Owner reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

- E. Consultant agrees to indemnify the Owner, the Owner'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 of the Consultant and any subconsultant thereof.

12. INTENT:

Consultant represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Consultant shall perform all of the services for the compensation set forth in this Contract. Consultant also agrees that it is the

specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the Owner by Resolution of its governing body. Consultant agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

13. WYOMING GOVERNMENTAL CLAIMS ACT:

The Owner does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the Owner specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

14. 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.

EXHIBIT A



SCADA System Upgrade | Central Wyoming Regional Water system Joint Powers Board

Project Overview

Project is to provide the Central Wyoming Regional Water System (CWRWS) with professional design services to prepare Contract Documents for the SCADA Upgrade project at the CWRWS Water Treatment Plant and associated remote Wells, Booster Pump Stations and Tanks.

The project elements to be designed by the Engineer for the SCADA upgrade include:

- Replace the servers including associated hardware and software.
- Replace redundant PLC processors residing in the PCP with Modicon 580 series Unity processors.
 - Existing 140 series I/O modules will be retained.
 - Communication modules/switches utilizing Ethernet communication protocol will be utilized rather than the existing Modbus Plus.
- Replace all remote PLCs located at booster sites and the wellfield with new Modicon Momentum PLCs.
- Replace existing Automation Electronics cards and AGM data handlers with new components compatible with Ethernet communication.
- Replace existing well field radios with unlicensed MDS Orbit NX915 radios.
- Replace existing booster/distribution system radios with licensed 450 MHz MDS Orbit MCR LN4 licensed radios.
- Provide two separate radio networks to enhance performance and reliability of communication between the Water Treatment Plant and the various tanks and booster stations.
 - Establish one repeater site at the North Park Tank and the other at Sunrise III Tank.
 - Utilize redundant radios and redundant power supplies with UPS power backup at each repeater site.
 - Coordination with Plant staff to develop Restoration Plan identifying steps required to restore communication /controls in the event of network communication loss due to any network component failure.
- Provide preliminary and final construction cost estimates for the project as necessary for budget and funding approvals.
- Provide of engineering design technical specifications and drawings.
- Develop plan, in coordination with Plant personnel, to maintain Water Treatment Plant operational requirements throughout the construction of the project.

Scope of Service

TASK SERIES 100 – Project Management, Quality Assurance, Meetings, and Preliminary Data Collection

Task 110 – Project Management

- Provide project management and project coordination
- Coordinate work, schedule and delivery of tasks and submittals for the project team.

SCADA System Upgrade | Central Wyoming Regional Water system Joint Powers Board

- Request, schedule and coordinate work to be performed by the Central Wyoming Regional Water System
- Request, schedule and disseminate information to be provided by the Central Wyoming Regional Water System
- Prepare, review and submit monthly progress reports, schedule updates, and consultant invoices

Task 120 – Quality Control

- Perform internal reviews of the project deliverables to meet HDR's quality requirements and meet the project scope requirements
- Perform management reviews to monitor the project schedule and budget to identify any issues early on so that they can be corrected before they jeopardize a successful completion of the project.

Task 130 – Meetings

- Initial kickoff meeting to:
 - Establish chain of communication
 - Review project schedule
- Initial Site Visit
 - Conduct Control Strategy Interviews with CWRWS operations staff to define SCADA system control narratives. Discuss solutions to issues identified by CWRWS staff.
- Participate in monthly conference call meetings with Regional Water System staff during the course of the project to review the status of the project.
- Attend design review meetings
- Prepare and distribute progress meeting minutes

Task 150 – Environmental Services to Comply with SRF Funding

- Agency Coordination
 - Prepare and send agency coordination letters to the following agencies: SHPO, USACE, NRCS, USFWS, WYDEQ, WY Fish and Game, and WY State Engineer's Office
 - Submit a records search to the Wyoming Cultural Records Office
- Public Meeting Support
 - Prepare public Notice
 - Prepare meeting materials
 - Prepare meeting summary and responses to all public comments, meeting minutes and an affidavit of publication of the meeting notice
- Categorical Exclusion
 - Pending approval from WY DEQ stating that the project is defined as Categorical Exclusion, prepare Draft Categorical Exclusion for DEQ review
 - Publish Categorical Exclusion in local newspaper

Deliverables:

- Meeting Minutes
- Monthly Progress Reports and Invoicing

SCADA System Upgrade | Central Wyoming Regional Water system Joint Powers Board

- Agency Letters
- Public Notice
- Public Meeting Materials
- Draft and Published Categorical Exclusion and affidavit

Assumptions:

- Kickoff Meeting and Initial Site Visit will be during the same trip and include additional field investigation and data gathering. Three (3) days on-site are allocated for the Kickoff Meeting and Initial Site Visit.
- CWRWS staff will be available to participate during Control Strategy Interviews.
- CWRWS will use the State Revolving Fund (SRF) to finance the project construction. Level of environmental review is Categorical Exclusion.
- No Tribal coordination required
- No environmental or cultural field surveys of any kind are anticipated.

TASK SERIES 200 – P&ID Update

Task 210 – Prepare Preliminary P&ID

- Update existing P&ID from Record Drawings from the August 19976 Central Wyoming Regional Water System Water Treatment Plant & Well Improvements documents.
- Edit Preliminary P&ID based on Condition Assessment information

Task 220 – Final P&ID

- Conduct plant walk-through with Regional Water System staff to review and edit Preliminary P&IDs

Deliverables:

- Preliminary P&ID
- Final P&ID

Assumptions:

- Prior to the Kickoff Meeting, HDR will prepare preliminary P&ID updates using the 1999 P&IDs as the base document and system knowledge gathered during the Condition Assessment and Preliminary Facility Planning activities.
- CWRWS staff will be available to assist HDR in preparation of P&ID updates.

TASK SERIES 300 – 60% Design

Task 310 – Prepare 60% Design Drawings and Preliminary Specifications

- Final P&IDs, incorporating CWRWS comments and updates identified during Initial Site Visit
- 60% level SCADA Network Diagrams
- 60% level electrical plans
- 60% demolition drawings with photos of impacted equipment

SCADA System Upgrade | Central Wyoming Regional Water system Joint Powers Board

- Specification outline
- Preliminary SCADA I/O points list
- Preliminary control narratives

Task 320 – Design Review Meeting

- Meet with CWRWS staff to review 60% drawings and specifications
- Review construction sequence to maintain water production and delivery throughout construction
- Review Engineer's 60% Opinion of Probable Costs

Deliverables:

- 60% Drawings and Specifications
- 60% Opinion of Probable Costs
- Design Review Meeting agenda and meeting minutes

Assumptions:

- 60% Design Review meeting will be held at the CWRWS Water Treatment Plant
- Drawings will be prepared using AutoCAD 2016
- Specifications will utilize HDR Master Specifications which are 6-digit, 50 division format (CSI MasterFormat).
- Key CWRWS personnel will be available for design discussions and will actively participate in review meetings

TASK SERIES 400 – Final Design

Task 410 – Prepare 90% Plans and Specifications

- 90% level SCADA Network Diagrams
- 90% level electrical plans
- 90% demolition drawings with photos of impacted equipment
- 90% Standard Installation Details
- 90% Specifications
- Prepare 90% Opinion of Probable Cost

Task 420 – Conduct 90% Design Review Meeting

- Meet with CWRWS staff to review 90% drawings and specifications
- Review construction sequence to maintain water production and delivery throughout construction
- Review Engineer's 90% Opinion of Probable Costs

Task 430 – Submit design drawings and specifications to Wyoming Department of Environmental Quality

- Incorporate 90% Design Review Meeting comments into design drawings and specifications
- Submit design drawings and specifications to Wyoming Department of Environmental Quality for review.

SCADA System Upgrade | Central Wyoming Regional Water system Joint Powers Board

Task 440 – Finalize Bidding Documents

- Incorporate comments from Wyoming Department of Environmental Quality to plans and specifications
- Finalize plans and specifications for bidding and construction of SCADA improvements

Deliverables:

- 90% design drawing, specifications and opinion of probable costs
- Wyoming Department of Environmental Quality design drawings and specifications
- Final design drawings and specifications for bidding and construction

Assumptions:

- 90% design review meeting will be held at the CWRWS Water Treatment Plant

TASK SERIES 500 – Bidding Services

Task 510 – Assist Owner with Bid Advertisement

- Prepare draft bid advertisement and submit to Owner to finalize and publish advertisement

Task 520 – Pre-bid Conference

- Conduct a pre-bid conference prior to the time for receiving bids to discuss the Project, show the jobsite to prospective bidders, and answer questions
- Prepare meeting minutes and distribute to attendees

Task 530 – Contract Document Interpretations and Clarifications

- During the bidding process, answer questions posed by the bidders
- Prepare addenda as appropriate

Task 540 – Bid Evaluation and Contract Award

- Attend bid opening
- Provide assistance to Owner to investigate the apparent low bidder
- Review bids received to verify completeness of bid
- Prepare a recommendation to Owner for contract award

Deliverables:

- Draft advertisement for bids
- Bid Award Recommendation Letter

Assumptions:

- One pre-bid meeting will be conducted at the CWRWS Water Treatment Plant

TASK SERIES 600 – Construction Administration

Task 610 – Project Liaison, Administration and Communication

- Coordinate and facilitate meetings and communications among the contractor, design discipline engineers, Owner and other project stakeholders.
- Monitor project progress in comparison to approved contractor schedule and provide the Owner with reports and recommendation
- Summarize construction observation reports and prepare monthly progress report estimating the cumulative percent complete status

Task 620 - Review and Approval of Schedule of Values

- Review and approve the Contractor's Schedule of Values (cost breakdown) to establish a reasonably balanced distribution of costs to the various elements of the total construction to serve as a basis for progress payments and determination of cost impact of changes.
- Notify Contractor with either letter of acceptance or letter of rejection noting exceptions to obvious or apparent areas of unbalanced costs
- Meet with Owner and Contractor to reconcile disputed areas of apparent unbalanced costs.
- Document reconciliation of disputed items

Task 630 - Review Application for Payment and Process Payment Application

- Receive and review draft application for payment prepared by the Contractor and note and attempt to reconcile discrepancies between Contract Administrator's estimate of progress and Contractor's application
- Review draft application for payment in comparison to measured or estimated quantities. Make notations of:
 - deficient work not recommended for payment until corrected
 - deletion of payment for stored materials and/or equipment which do not have approved shop drawings and/or proper invoices
 - reduction of value for partially completed items claimed as complete
 - Return a copy of the reviewed draft to Contractor
- Conduct review of storage areas and verify existence of invoiced materials and equipment and proper storage
- Meet with Contractor to reconcile discrepancies
- Review revised application for payment and, if acceptable, advise Contractor to submit the required number of copies
- Process Contractor's applications for payment and track document flow to verify applications are processed in accordance with predetermined monthly timetable.
- Execute completed application for payment indicating amount recommended for payment and transmit to Owner for processing of payment
- Monitor total payments to adjust retainage amounts as specified in the Contract Documents.
- Review status of payments in comparison with estimated payment schedule submitted by Contractor.
- Receive and review certified payroll reports and report to Owner on status of payroll compliance with Labor and Wage Determination requirements.

Task 640 – Document Control

- Receive, log, and conduct review of shop drawing submittals to confirm Contractor's compliance with administrative requirements
- Distribute for review and re-distribute reviewed shop drawings, operation and maintenance manuals and equipment data sheets, and other submittal information
- Establish the Project Tracker electronic database management system for logging, tracking and status reporting of documentation items requiring response or follow-up to reach closure.
- Verify at Substantial Completion that all shop drawings on file have A or B Review actions, and that all required operation and maintenance information and warranties have been received.
- Receive, log, and take appropriate action on miscellaneous informational submittals generated by the Contractor during construction.

Task 650 – Contract Interpretations and Modifications

- Manage Request for Information (RFI)
 - Receive, log and coordinate reviews and responses to Contractor's requests for information and/or interpretations (RFIs)
 - Review and respond to RFIs regarding contractual administrative matters
- Provide coordination and review to identify the need for minor changes in the Work consistent with the design intend, and issue Field Orders to communicate the details of the minor changes involving no change in Contract Time or Contract Price.
- Provide coordination and review to identify the needed changes in the Work, Change Proposal Requests (CPRs), consistent with the design intend involving changes in Contract Time or Contract Price.
 - Coordinate the preparation of the technical description of the CPR and assembly of necessary graphic details and specifications
 - Prepare Opinion of Cost and evaluation of impact on Contract Time
 - Follow and report the status of CPRs using logs that track the dates of:
 - Return from the Contractor with pricing
 - Contract Administrator's review and recommendation of pricing
 - Owner's acceptance

Task 660 – Record Drawing Review

- Throughout the course of the project, review Contractor's as-recorded drawings to verify the Contract Drawings are up-to-date with contract modifications and annotated to reflect actual construction
- Document items as they are noticed during regular field observation duties for inclusion on monthly as-recorded updates and report general status at project meetings
- Provide electronic record drawings of project to OWNER.

Task 670 – Facility Start-up, Demonstration, and O&M Training Review

- Obtain and review with Owner the start-up plan and schedule from Contractor to include Start-up, Demonstration, and O&M Training
- Review training outlines and materials for completeness
- Verify with Owner that both field and classroom training is provided.

SCADA System Upgrade | Central Wyoming Regional Water system Joint Powers Board

- Verify equipment installation certifications and instrumentation commissioning documents are submitted before initiation of start-up and demonstration period.

Task 680 – Project Closeout

- Review Substantial Completion Submittal
 - Receive and review Contractor’s required substantial completion submittal and determine if Project is ready for substantial completion inspection
 - Verify submittal of all required documents
 - Review Contractor Record Drawings
 - Review Contractor’s punch list and list of incomplete and deficient items
- Conduct Final Completion Inspection
- Administer Final Payment
 - Obtain Contractor’s signature on any required Contractor’s Certification or Affidavits.
 - Process and sign Final Application for Payment
 - Collect all closeout documents required by the Contract Documents and forward the documents, along with the Contractor’s Final Application and Certificate for Payment to the Owner for processing by the Owner.

Deliverables:

- Recommendation for Owner payment with explanation of justification for recommending amounts less than requested by the Contractor
- Written responses to RFI’s
- Field Orders
- Change Proposal Requests
- Change Order prepared for execution by Contractor and Owner

Assumptions:

- HDR will use web-based Project Tracker Collaboration System (PTCS). PTCS was developed by HDR-Information Systems department for HDR Inc. as a web application that can be utilized for collaboration with Clients, Consultants, and Contractors during construction.
- Progress payments will be processed at the frequency stipulated by the Contract Documents, or as agreed to in the pre-construction conference.
- HDR is not responsible for the means and methods and results of the overall planning, sequencing, coordination and scheduling of construction.
- HDR is not responsible for the Contractor’s failure to execute the approved schedule.
- Negotiations by HDR are not binding until accepted by Owner.
- HDR will not participate in start-up and O&M training activities and will rely on Owner to determine satisfactory completion



PROPOSED WORK SEQUENCE AND SCHEDULE

It is anticipated that HDR receive a notice to proceed by May 16, 2017. The schedule that follows shows our schedule breakdown by major milestone based on the assumed notice to proceed.

Task	Estimated Duration	Cumulative Duration	Estimated Completion Dates
Notice to Proceed	0	0	May 16, 2017
Preliminary P&ID Preparation	3 wks	3 wks	June 6, 2017
Kickoff Meeting and Initial Site Visit	1 wk	1 mon	June 13, 2017
60% Design	4 mon	5 mon	October 3, 2017
90% Design	2.5 mon	7.5 mon	December 12, 2017
DEQ Submittal and Review	1.5 mon	9 mon	January 23, 2018
Final Design Complete	2 wks	9.5 mon	February 6, 2018
Advertise for Bids	1 mon	10.5 mon	March 6, 2018
Bid Opening	0	0	March 6, 2018
Bid Award and Contracts	6 wks	12 mon	April 17, 2018
Construction and Contract Closeout	6 mon	18 mon	October 16, 2018

FEE ESTIMATE

Task Series	Task Series Description	Hours	Labor Fee	Expenses	Total
100	Project Management, Quality Assurance, Meetings, and Preliminary Data Collection	256	\$ 40,150	\$ 2,460	\$ 42,610
200	P&ID Update	380	55,600	Included above	55,600
300	60% Design	846	145,765	1,650	147,415
400	Final Design	483	82,245	1,940	84,185
<i>Design Subtotal</i>		<i>1,965</i>	<i>\$ 323,760</i>	<i>\$ 6,050</i>	<i>\$ 329,810</i>
500	Bidding	108	17,600	1,230	18,830
600	Construction Administration	560	75,460	6,550	82,010
<i>Bidding & Construction Subtotal</i>		<i>668</i>	<i>\$ 93,060</i>	<i>\$ 7,780</i>	<i>\$ 100,840</i>
Project Total		2,633	\$ 416,820	\$ 13,830	\$ 430,650

EXHIBIT B

HDR Engineering 2017 Hourly Billing Rates

Enclosed are the 2017 Hourly Billable Rates for HDR Engineering. These billing rates shall be adjusted annually to reflect any salary adjustments incurred by employees. The rates listed below do not include Reimbursable Expenses or hourly billing rates for equipment as defined below.

<u>Description</u>	<u>Billing Rate/Hour</u>
Managing Principal	\$210
Senior Project Manager	\$195
Project Manager	\$170
ASME Disciplines	\$175
Engineer V	\$170
Engineer IV	\$155
Engineer III	\$135
Engineer II	\$120
Engineer I	\$105
Engineering Technician III	\$115
Engineering Technician II	\$100
Engineering Technician I	\$90
Cadd/GIS Technician IV	\$130
Cadd/GIS Technician III	\$110
Cadd/GIS Technician II	\$100
Cadd/GIS Technician I	\$90
Right of Way III	\$170
Right of Way II	\$155
Right of Way I	\$130
Environmental Scientist V	\$170
Environmental Scientist IV	\$155
Environmental Scientist III	\$135
Environmental Scientist II	\$120
Environmental Scientist I	\$105
Senior Land Surveyor	\$145
Land Surveyor	\$130
Survey Technician III	\$110
Survey Technician II	\$100
Survey Technician I	\$90
Senior Construction Manager	\$170
Construction Manager	\$140
Construction Engineer	\$120
Construction Field Rep	\$90
Public Involvement III	\$140
Public Involvement II	\$110
Public Involvement I	\$90
Accountant	\$100
Graphic Designer	\$90
Admin Assistant	\$70

HDR has technical experts in various geographic locations that may be utilized based on specific project need. This specialized expertise is not subject to the above rates and associated billing rates are to be determined at the time of contract negotiation.

Direct Expenses

Traffic Counting Equipment	\$120.00 per hour
Survey/GPS Equipment	\$50.00 per hour
Robotic Total Station	\$50.00 per hour
Side-by-Side Utility Vehicle	\$25.00 per hour
Mapping Grade GPS	\$20.00 per hour
Mileage	\$0.75 per mile
Copies:	
24" x 36" Mylar	\$15.00 each
Plots Bond	\$8.00 each
Plain Paper Copies	\$0.15 each
Plain Paper Copies 11" x 17"	\$0.25 each
Color 11" x 17" Copies	\$1.25 each

OTHER REIMBURSABLE EXPENSES

Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for transportation travel, subconsultants, subcontractors, computer usage, telephone, telex, shipping and express, and other incurred expense. Unless negotiated otherwise in the contract, ENGINEER will add 10% to invoices received by ENGINEER from subconsultants and subcontractors to cover administrative expenses and vicarious liability. Hourly equipment charges apply to specific equipment used on the project.

RESOLUTION NO. 17-102

A RESOLUTION AUTHORIZING AN AGREEMENT WITH THE CENTRAL WYOMING REGIONAL WATER SYSTEM JOINT POWERS BOARD FOR DESIGN AND CONSTRUCTION ADMINISTRATION CHARGES FOR THE PLC/SCADA UPGRADE PROJECT.

WHEREAS, the Central Wyoming Regional Water System Joint Powers Board (RWS) and City of Casper have PLC/SCADA equipment that is interconnected; and,

WHEREAS, the existing PLC/SCADA equipment was installed in 1998 and requires upgrades; and,

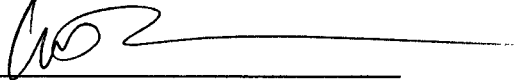
WHEREAS, because of economies of scale, and manpower efficiencies, it is cost effective for the City and RWS to jointly perform the PLC/SCADA Upgrade Project; and,

WHEREAS, the RWS and City desire to jointly undertake design and construction administration for the PLC/SCADA upgrade project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement between the City of Casper and the Central Wyoming Regional Water System Joint Powers Board for Design and Construction Administration Charges for the PLC/SCADA Upgrade Project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____ 2017.

APPROVED AS TO FORM:



ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Kenyne Humphrey
Mayor

May 4, 2017

MEMO TO: Liz Becher, Interim City Manager

LB

FROM: Andrew Beamer, P.E., Public Services Director
Andrew Colling, Engineering Tech

AB

SUBJECT: Authorizing an Agreement with Full Contact Concrete LLC in the amount of \$119,580 for the 2nd Street Concrete Repairs, Project No. 17-021.

Meeting Type & Date:

Regular Council Meeting, June 6, 2017

Recommendation:

That Council, by resolution, authorize an agreement with Full Contact Concrete LLC in the amount of \$119,580, and a contingency amount of \$20,000, for a total contract amount of \$139,580, for the 2nd Street Concrete Repairs Project, 17-021.

Summary:

On Thursday, May 4, 2017, three (3) bids were received for the 2nd Street Concrete Repairs Project. The bid results are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BASE BID</u>
Full Contact Concrete	Casper, Wyoming	\$119,580.00
Treto Construction	Casper, Wyoming	\$162,465.00
71 Construction	Casper, Wyoming	\$317,317.10

The project includes the removal and replacement of curb and gutter along 2nd Street between Durbin Street and Venture Way. Additionally, ADA ramps will be added, damaged sidewalk will be replaced, and settled paving sections replaced.

As required by State Statute, in-state bidders receive a five percent (5%) bid preference. As all bidders were considered in-state, no bid preference was granted. A notice was published in the local newspaper once a week for two consecutive weeks as required by State Statute and the project was advertised on the City of Casper's website (www.casperwy.gov).

Financial Considerations

Funding for this project will be from Budgeted One Cent #15 Optional Sales Tax Funds.

Oversight/Project Responsibility

Andrew Colling, Engineering Tech

Attachments

Resolution
Agreement

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Casper, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and with Full Contact Concrete LLC, P.O. Box 4282, Casper, Wyoming 82604, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to make concrete repairs along 2nd Street between Durbin Street and Venture Way: and,

WHEREAS, Full Contact Concrete LLC is able and willing to provide those services specified as the 2nd Street Concrete Repairs, Project No. 17-021.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the 2nd Street Concrete Repairs Project No. 17-021, hereinafter referred to as the "Work."

ARTICLE 2. ENGINEER.

The Project has been designed by the City of Casper, who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed by September 15, 2017, and completed and ready for final payment in accordance with Paragraph 14.13 of the General Conditions by September 29, 2017.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner Five Hundred Dollars (\$500.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Two Hundred Dollars (\$200.00) for each day that expires after the time specified in

paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

In Consideration of the performance of the work in accordance with the Contract documents for this Unit Price Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of One Hundred Nineteen Thousand Five Hundred Eighty Dollars (\$119,580.00) subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form and Itemized Bid Schedule, included as Exhibit "A" (pages BF-1 through BF-4, Bid Form and BS-1, Bid Schedule) and by this reference made a part of this Agreement.

ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed through the Engineer as provided in the General Conditions.

5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.1 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.

5.1.1 Prior to payment of fifty percent (50%) of Total Contract Price, progress payments will be made in an amount equal to ninety percent (90%) of the Work completed, and ninety percent (90%) of Invoice Cost of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.

5.1.2 After payment of fifty percent (50%) of Total Contract Price has been made, Owner shall withhold such amounts necessary so the total retainage is equal to five percent (5%) of the Total Contract Price.

5.1.3 In the event the Contractor makes only one application for payment upon substantially completing the Work, progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.3, Final Payment.

5.1.4 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit

policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.

- 5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment as detailed in Section 01310 Progress Schedules.
- 5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 14.13 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq., withheld percentages for Contracts exceeding Twenty Five Thousand Dollars (\$25,000.00) will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq., whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- 7.1 Contractor has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.
- 7.2 Contractor has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.
- 7.3 Contractor has made or caused to be made examinations, investigations, and tests and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.

- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.
- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Contractor.

ARTICLE 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between Owner and Contractor are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This Agreement (Pages SFA-1 to SFA-5, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" - Bid Form (Pages BF-1 through BF-4) and Bid Schedule (BS-1).
- 8.4 Addenda No. (1).
- 8.5 Performance and Payment Bonds.
- 8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.7 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.8 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.9 General Requirements, consisting of seven (7) sections.
- 8.10 Special Provisions consisting of three (3) sections.
- 8.11 Notice of Award.
- 8.12 Notice to Proceed.
- 8.13 Minutes of the Pre-Bid Conference, if any.
- 8.14 Contract Drawings, with each sheet bearing the following general title:

2nd Street Concrete Repairs Project No. 17-021
- 8.15 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.

8.16 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.

8.17 Notice of Substantial Completion.

ARTICLE 9. 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. 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.

ARTICLE 10. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year below written.

DATED this _____ day of _____, 2017.

APPROVED AS TO FORM:



CONTRACTOR:

Full Contact Concrete LLC

ATTEST:

By: _____

By: _____

Title: _____

Title: _____

OWNER:

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

By: _____

By: _____

Tracey L. Belser

Kenyne Humphrey

Title: City Clerk

Title: Mayor

EXHIBIT "A"
STANDARD
BID FORM
(Approved by City Attorney, 1995)

PROJECT IDENTIFICATION: City of Casper
 2nd Street Curb and Gutter
 Project No. 17-021

THIS BID SUBMITTED TO: City of Casper
 200 North David Street
 Casper, Wyoming 82601

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work as specified or indicated in the Bidding Documents for the Contract Price by September 15, 2017, and completed and ready for final payment not later than September 29, 2017 in accordance with the Bidding Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the City's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:
 - A. Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):

Addendum No. <u> 1 </u>	Dated <u> 4-28-17 </u>
Addendum No. _____	Dated _____
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;
 - C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or

indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$ \$119,580.00

TOTAL BASE BID, IN WORDS: one hundred nineteen thousand five hundred eighty DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)
 - B. Itemized Bid Schedule.
 - C. State of Wyoming Certificate of Residency Status, in conformance with the Instructions to Bidders.

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: P.O. Box 4282
Casper WY 82604

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on May 4, 2017.

Bidder is bidding as a Resident (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ (seal)
(Individual's Name)

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

By: _____ (seal)
(Firm's Name)

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: Full Contact Concrete LLC (seal)
(Corporation's or Limited Liability Company's Name)

Wyoming
(State of Incorporation or Organization)

By: Brandon Johnson Managing Member (seal)

(Title)

(Seal)

Attest: _____

Business Address: P.O. Box 4282
Casper WY 82604

Phone Number: 307-377-7000

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

BID SCHEDULE

April 27, 2017

2nd Street Concrete Repairs

Project No. 17-021

Bid Date: May, 4, 2017

COMPANY NAME: Full Contact Concrete LLC
 ADDRESS: P.O. Box 4282 Casper WY 82604

Contractor shall furnish and install items as shown on the Drawings or called for in the Specifications. All costs not included in the schedule that are necessary to provide a complete, functional project as depicted in the Drawings and Specifications are to be considered incidental and merged with costs of other related bid items.

LS = Lump Sum R&R = Remove and Replace LF = Linear Feet F&I = Furnish and Install
 SY = Square Yard FA = Force Account CY = Cubic Yard EA = Each

BASE BID SCHEDULE					
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Mobilization	LS	1	100.00	100.00
2	R&R Concrete Pavement Section w/Basecourse	SF	2,000	5.00	10,000.00
3	R&R Sidewalk w/Basecourse	SF	250	4.00	1,000.00
4	R&R Sidewalk (Colored & Stamped) w/Basecourse	SF	180	6.00	1,080.00
5	R&R Curbwalk w/Basecourse	LF	325	26.00	8,450.00
6	R&R Concrete Curb & Gutter (30" Wide, Type A)	LF	1000	20.50	20,500.00
7	R&R Concrete Curb & Gutter (30" Wide, Type B)	LF	1000	20.50	20,500.00
8	R&R Concrete Valley Gutter w/Basecourse	SF	2200	4.50	9,900.00
9	R&R Concrete Driveway Curbcut and Approach	SF	750	4.00	3,000.00
10	R&R Concrete Curbwalk/Sidewalk with Type II or III ADA Ramp	SF	1250	4.00	5,000.00
11	F&I 2'x4' Truncated Dome Mat Embedded in Concrete Ramp	EA	10	125.00	1,250.00
12	Asphalt Patch	SY	175	36.00	6,300.00
13	Miscellaneous Landscaping Repairs	LS	1	1500.00	1,500.00
14	F&I Temporary Traffic Control	LS	1	31,000.00	31,000.00
TOTAL BASE BID (SUM OF ITEMS 1 - 14)					119,580.00

ADDENDUM NO. 1

to the

BIDDING AND CONTRACT DOCUMENTS

for the

**2ND STREET CONCRETE REPAIRS
CITY ENGINEERING PROJECT NO. 17-021**

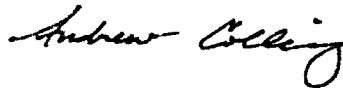
by

**CITY OF CASPER
200 N. David
Casper, Wyoming 82601**

ADDENDUM DATE: April 28, 2017

Receipt of this Addendum must be acknowledged by filling in the spaces provided below and including one (1) copy attached to the bid.

APPROVED: (CITY OF CASPER)



Andrew Colling, Engineering Tech II

**ACKNOWLEDGMENT OF RECEIPT OF
ADDENDUM (BIDDER)**

Fall Contact Concrete LLC
Firm

[Signature]
By: Signature

Managing Member
Title

4-28-17
Date Received

RESOLUTION NO. 17-103

A RESOLUTION AUTHORIZING AN AGREEMENT WITH FULL CONTACT CONCRETE LLC FOR THE 2ND STREET CONCRETE REPAIRS PROJECT.

WHEREAS, the City of Casper desires to replace curb and gutter along 2nd Street between Durbin Street and Venture Way for the 2nd Street Concrete Repairs Project; and,

WHEREAS, Full Contact Concrete LLC of Casper, Wyoming, is ready, willing and able to provide those services specified as the 2nd Street Concrete Repairs Project; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Twenty Thousand Dollars (\$20,000), and other project administration related change orders that do not substantially alter the scope of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with Full Contact Concrete LLC for these services.

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 amount not to exceed One Hundred Nineteen Thousand Five Hundred Eighty and 00/100 Dollars (\$119,580), and Twenty Thousand Dollars (\$20,000) for a contingency account, for a total price of One Hundred Thirty-Nine Thousand Five Hundred Eighty and 00/100 Dollars (\$139,580).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Twenty Thousand Dollars (\$20,000), and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2017.

APPROVED AS TO FORM:



ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Kenyne Humphrey
Mayor

May 23, 2017

MEMO TO: Liz Becher, Interim City Manager *lb*

FROM: Tracey L. Belser, Assistant City Manager/Support Services Director *sub*
Pete Meyers, Assistant Support Services Director
Carla Mills-Laatsch, Licensing Specialist

SUBJECT: Request for Conditions and Restrictions to be Released from Retail Liquor License No. 21 Modern Electric Co., d/b/a Wyoming Bootlegger Liquor.

Meeting Type & Date

Regular Council Meeting
June 6, 2017

Action type

Resolution

Recommendation

That Council, by resolution, release the conditions and restrictions for Retail Liquor License No. 21, Modern Electric Co., d/b/a Wyoming Bootlegger Liquor.

Summary

In April of 2011, conditions and restrictions were placed on Retail Liquor License No. 21, TIRT A Wyoming, LLC, d/b/a Sandbar Lounge located at 100 North Ash Street. This was done to address some concerns from local businesses. In February of 2016, this license was transferred to Modern Electric CO d/b/a Wyoming Bootleggers Liquor to 240 West 1st Street.

Since the location and the owners have changed, a request from Modern Electric Co., d/b/a Wyoming Bootlegger Liquor has been received to release this liquor license from the conditions and restrictions.

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist, Support Services

Attachments

Copy of Conditions and Restrictions
Resolution
Letter of Request by Bootlegger

RETAIL LIQUOR LICENSE NO. 21 MODERN ELECTRIC CO.

CONDITIONS AND RESTRICTIONS

April 2011

THE FOLLOWING CONDITIONS AND RESTRICTIONS SHALL ATTACH TO AND BIND RETAIL LIQUOR LICENSE NUMBER 21 AND ANY OWNERS(S) OR SUCCESSORS(S) THEREOF, AS WELL AS ALL OPERATIONS UNDER OR PURSUANT TO SAID LICENSE. SAID CONDITIONS AND RESTRICTIONS SHALL CONTINUE TO ATTACH TO AND BIND SAID LICENSE AND THE OWNERS OR OWNERS THEREOF AND THEIR TRANSFEREES, SUCCESSORS OR ASSIGNS UNTIL OTHERWISE REMOVED OR RESEDED BY FORMAL ACTIONS BY THE CASPER CITY COUNCIL

1. The Casper City Council has approved the use of an outside patio serving area for the location of Retail Liquor License Number 21, which patio serving area shall be subject to the following conditions and restrictions:
 - a. Prior to allowing the serving of alcoholic beverages in the patio area, two approved exits and panic hardware shall be installed *and maintained in working order for the duration that the patio is in use*, at the exit doors or gates, which must be at least 36 feet apart.
 - ~~b. The patio area will be closed no later than 10:00 p.m.~~ Rescinded July 2012
 - c. The patio area, when it is open to the public, shall be staffed at all times.
 - d. Because the patio area encompasses two existing exits from the building, the patio area will be illuminated at all times when the building is occupied, even though the patio area may be closed.
 - e. There will be no cooking or storage in the patio area.
 - f. The owners(s) will be responsible for monitoring and cleaning the parking lot located at the northeast corner of West 1st and North Ash Streets.
 - g. The owners(s) will be responsible for monitoring and cleaning the parking lot located immediately to the south side of the Lenhart, Mason & Associates, LLC office building, located at 135 North Ash Street.
 - h. The owners(s) shall post signs requesting their patrons to refrain from parking in nearby private lots, or risk the chance of being towed.
 - i. The approval of the use of this outside patio serving area can be revoked at any time, at Council's sole discretion

2. Rodger Hessler, or any corporation or other entity in which he may have or hold and interest shall not have any ownership or other legal interest or to Retail Liquor License Number 21, or have any relationship as a partner, stockholder, manager, employee or otherwise with any license transferee except as provided in Paragraph 3 below.

3. The Parties acknowledge that Sandbar, Inc, owns the building and associated real property located at 100 North Ash, Casper, Wyoming, the current location of Retail Liquor License Number 21, and that Modern Electric Co. may be leasing, or otherwise selling this real property to a future transferee of Retail Liquor License Number 21. Nothing herein contained shall be construed to prevent Modern Electric Co., or Rodger Hessler, as the 100% stockholder thereof from leasing or otherwise selling said real property by contract for deed or by and through a note-mortgage transaction whereby Modern Electric Co. or Rodger Hessler would be the Mortgagee thereunder. PROVIDED HOWEVER, in no event shall the consideration for any such sale or other transfer of the premises, by lease or otherwise be based upon a percentage of the revenue derived from sale of alcoholic or malt beverages under Retail Liquor Licenses Number 21 by the new transferee thereof.
4. Any violation of these Conditions and Restrictions shall entitle the City Council, upon notice and hearing, to revoke Retail Liquor License Number 21.

MODERN Electric CO.

April 6, 2017

Carla Mills-Laatsch
200 N David
Casper, WY 82601

RE: Modern Electric Co. Liquor License #21

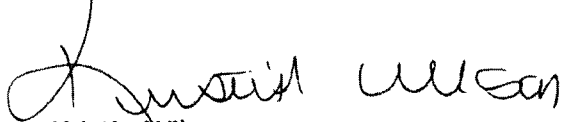
I would like to request that the restrictions attached to this license be released. We have moved the location and no longer have a patio. I have attached a copy of this restriction for your review.

Please let me know what I need to do to release this.

Thank you.

Sincerely,

MODERN ELECTRIC CO.



Kristin Wilson
Treasurer



246 WEST FIRST • P.O. BOX 2107 • CASPER, WY 82602 • (307) 266-1711 • FAX (307) 237-3647
2007 VAL VISTA • SHERIDAN, WY 82801 • (307) 672-2245 • FAX (307) 674-9062
800-621-1711

EQUAL OPPORTUNITY EMPLOYER

RESOLUTION NO. 17-104

A RESOLUTION REMOVING RESTRICTIONS FROM
RETAIL LIQUOR LICENSE NO. 21, MODERN ELECTRIC
CO., DBA WYOMING BOOTLEGGERS LIQUOR.

WHEREAS, the City of Casper attached conditions and restrictions on Retail Liquor License No. 21 on July 15, 2008, and amended these restrictions on May 3, 2011, regarding the persons who were allowed ownership of the license and regarding restrictions on patio operations; and,

WHEREAS, Retail Liquor License No. 21 has since been transferred to a different location and owner; and,

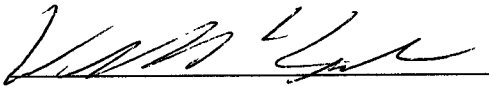
WHEREAS, the Casper City Council finds that all of the conditions and restrictions that had been enacted are no longer applicable to the license and the operation of this business, and should be rescinded and stricken from this license; and,

WHEREAS, the current owner, Modern Electric Co., dba Wyoming Bootlegger Liquor, has requested that the conditions and restrictions be removed from this license.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the conditions and restrictions on Retail Liquor License No. 21 as enacted by Council on July 15, 2008 and as amended on May 3, 2011, are hereby rescinded and stricken from said license.

PASSED, APPROVED, AND ADOPTED on this ____ day of _____, 2017.

APPROVED AS TO FORM:



ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Kenyne Humphrey
Mayor

May 23, 2017

MEMO TO: Liz Becher, Interim City Manager *LB*

FROM: Tracey L. Belser, Assistant City Manager/Support Services Director *TLB*
Pete Meyers, Assistant Support Services Director
Fleur Tremel, Deputy Assistant City Manager

SUBJECT: Authorizing an Amendment to the Contract with Davidson Fixed Income Management Inc. for Reduced Investment Management Services.

Meeting Type & Date:

Regular Council Meeting, June 6, 2017

Action type:

Resolution

Recommendation:

That Council, by resolution, approve Amendment No. 2 to the Contract with Davidson Fixed Income Management Inc. for reduced investment management services.

Summary:

The City of Casper and Davidson Fixed Income Management Inc. previously entered into a contract on July 1, 2008. Recently, Davidson notified City of Casper staff that they would no longer be able to produce the reports as detailed in this contract. Davidson suggested that the contract be amended to remove the report section and reduce the fees as stated in the original contract.

The City of Casper requires several reports for the annual audit. These reports, along with investment management, were done by Davidson per the contract aforementioned. Upon learning that Davidson could no longer complete the reports, City of Casper staff looked at several other options to fulfill this reporting need. A separate contract for reporting services is being prepared with Morgan Stanley and is also being submitted for Council's consideration.

With this contract amendment, Davidson's fees will be reduced to 3.5 basis points, and the reporting section will be removed.

Financial Considerations:

Financially, this will not affect the City. The same amount paid to Davidson will be paid to another firm to do the reporting. This is forthcoming on another resolution.

Oversight/Project Responsibility:

Pete Meyers, Assistant Support Services Director

Attachments:

Davidson Amendment No 2
Resolution

Davidson Amendment No 1
Davidson Original Contract to be amended

**AMENDMENT TO CASH AND INVESTMENT MANAGEMENT ADVISORY AGREEMENT
BETWEEN
DAVIDSON FIXED INCOME, MANAGEMENT, INC.
AND
CITY OF CASPER**

This Amendment (this "Amendment") to Cash and Investment Management Advisory Agreement between Davidson Fixed Income, Management, Inc. ("ADVISOR") and the City of Casper (the "CITY") dated as of July 1, 2008 (the "Agreement"), is effective as of _____, 2017, and is being entered into by and between ADVISOR and the CITY.

RECITALS

WHEREAS, ADVISOR and the CITY previously entered into the Agreement and now wish to amend the Agreement to terminate ADVISOR's responsibility to provide reports to the CITY as provided in the Agreement, as well as to amend ADVISOR's fee under the Agreement.

NOW THEREFORE, for and in consideration of the mutual promises and covenants herein contained, the parties hereto, agree 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

1. The section title "Reports" in the Agreement is deleted in its entirety.
2. The section titled "Fees" in the Agreement is amended and restated in its entirety to read as follows:

"Fees – In consideration of the services performed by the ADVISOR, the CITY agrees to pay the ADVISOR an annualized investment advisory fee equal to 3.5 (.035%) basis points. Fees will be calculated and payable at the end of each month based on the monthly average balance of the ACCOUNT managed by ADVISOR. The CITY's cash balances and other assets deposited in any investment pools or demand accounts not managed by the ADVISOR will be excluded from the fee calculation."

For example, if the portfolio market value averaged \$80,000,000 for a month the monthly fee calculation would be:

$$[(\$70,000,000 \text{ (MV on the 1st day of the month)} + \$90,000,000 \text{ (MV on last day of the month)})/2] = \$80,000,000 \times (.00035)/12 = \$2,333.33.$$

Fees will be calculated and payable at the end of each month. The City's cash balances and other assets deposited in any investment pools or demand accounts not managed by the Advisor will be excluded from the above fee calculation.

3. ADVISOR hereby provides notice that notices to the ADVISOR shall be made as follows:

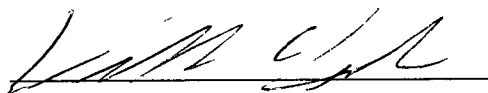
Davidson Fixed income Management, Inc.
1550 Market Street, Suite 300
Denver, CO 80202
Attn: Chris Johns
Sr. Vice President, Managing Director, Portfolio Manager
Business telephone: (303) 571-6100
Direct telephone: (303) 764-5745
Email: cjohns@dadco.com

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.

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

CITY OF CASPER, WYOMING
A Municipal Corporation

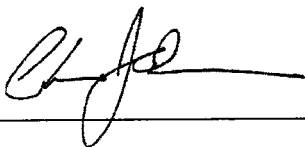
Tracey L. Belser
Clerk

Kenyne Humphrey
Mayor

WITNESS

DAVIDSON FIXED INCOME MANAGEMENT,
INC.

By: _____

By:  _____

Printed Name: _____

Printed Name: Chris Johns

Title: _____

Title: Sr. Vice President, Managing Director,
Portfolio Manager

**AMENDMENT TO THE CASH AND INVESTMENT
MANAGEMENT ADVISORY AGREEMENT**

This Addendum is made and entered into this 1st of July, 2008, by and between Davidson Fixed Income Management, Inc (the "ADVISOR") and the City of Casper (The "CITY"). Throughout this Addendum, ADVISOR and CITY may individually be referred to as "Party" or together as "Parties."

RECITALS

WHEREAS, the Parties hereto entered into a Cash and Investment Advisory Agreement, dated July 1, 2008 (the "Underlying Agreement"), which is incorporated herein by reference at this point as if fully set forth; and

WHEREAS, the City has given the required notification of termination effective July 31, 2008 to its current investment advisor, Voyageur Asset Management, Inc; and

WHEREAS, a conflict has arisen between the effective date of the commencement of services to be provided by ADVISOR and the date upon which the required notice of termination was provided to Voyageur Asset Management, Inc.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties hereto agree by and between them as follows:

I. TERM

ADVISOR shall commence providing investment advisor services under the Cash and Investment Advisory Agreement on August 1, 2008.

II. FEES

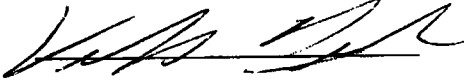
ADVISOR agrees to waive fees for service for the month of July 2008.

III. DISCLAIMER

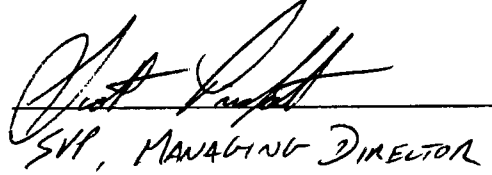
ADVISOR shall be held harmless from any liability from investment decisions or portfolio trades made during the month of July 2008.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Parties have executed this Addendum as of the day and year above.

APPROVED AS TO FORM:




ADVISOR
Davidson Fixed Income Management, Inc



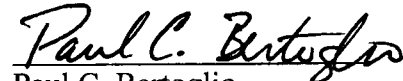
SVP, MANAGING DIRECTOR

ATTEST:



V.H. McDonald
City Clerk

CITY OF CASPER
A Municipal Corporation



Paul C. Bertoglio
Mayor

CASH and INVESTMENT MANAGEMENT ADVISORY AGREEMENT

This Agreement is entered into on this 1st day of July 2008 between Davidson Fixed Income Management, Inc. (hereinafter referred to as the "ADVISOR") and the City of Casper (hereinafter referred to as the "CITY"). In consideration of the mutual promises, covenants and undertakings set forth herein, the parties hereby agree as follows:

Appointment of Advisor - The CITY hereby appoints the ADVISOR and the ADVISOR hereby agrees to provide investment advisory services for the CITY's investment portfolio (hereinafter referred to as the "ACCOUNT").

Appointment of Fiscal Agent - The CITY has appointed First Interstate Bank of Montana – Casper Branch as Fiscal Agent ("AGENT") to provide custodial services including holding ACCOUNT assets and providing periodic reporting.

Account Management - The ADVISOR shall provide the following services; assist in the development and review of the CITY's investment policies procedures and strategy, monitor financial markets to identify opportunities consistent with the CITY's investment objectives and execute discretionary security transactions consistent with the CITY's investment policy statement.

The CITY, by entering into this agreement does not surrender ownership of the cash or securities comprising the ACCOUNT. The ADVISOR will not act as a custodian of assets in the account or have possession of any such assets.

Reports - In order that the CITY may be kept informed of the status and activities in the ACCOUNT, the ADVISOR shall either furnish, or cause Broker Dealer, to furnish copies of all transaction confirmations to the CITY, as well as periodic statements relating to the ACCOUNT. The statements the ADVISOR agrees to furnish to the CITY will provide details of all transactions involving the ACCOUNT, a month end listing of investments held in the ACCOUNT, and a reporting on the performance and value added of the ACCOUNT against benchmarks established in the CITY's Investment Policy. Such statements will be furnished to the CITY within fifteen (15) days time after the close of each month.

Best Effort - The ADVISOR will at all times render the services called for in this Agreement in accordance with its best judgment. However, the ADVISOR does not imply or guarantee profits or freedom from loss in connection with its recommendations.

Fees - In consideration of the services performed by the ADVISOR, the CITY agrees to pay the ADVISOR an investment advisory fee. The annualized fee for providing investment advisory services for the CITY shall be as follows:

Monthly Average Balance	Annualized Fee
\$0 to \$25,000,000	10 (.10%) basis points annually
\$25,000,001 to \$75,000,000	7.5 (.075%) basis points annually
Over \$75,000,001	6 (.06%) basis points annually

For example, if the portfolio market value averaged \$80,000,000 for a month the monthly fee calculation would be:

$$[(\$70,000,000 \text{ (MV on the 1st day of the month)} + \$90,000,000 \text{ (MV on last day of the month)})/2] = \$80,000,000 \times (.0006)/12 = \$4,000.00.$$

Fees will be calculated and payable at the end of each month. The City's cash balances and other assets deposited in any investment pools or demand accounts not managed by the Advisor will be excluded from the above fee calculation.

Services for Other Clients - It is understood that the ADVISOR provides investment advisory services for other clients. It is further understood that the ADVISOR may take investment action on behalf of such other clients, which differs from the investment action taken on behalf of the ACCOUNT. If the purchase or sale of securities for the ACCOUNT and one or more such other clients is effected at or about the same time, such purchase or sale shall be allocated among the other clients in a manner deemed equitable by the ADVISOR.

Advisor Representation - The ADVISOR warrants that it is registered as an Investment Advisor under the Investment Advisors Act of 1940, and that the activities contemplated herein are to the best of its knowledge, in compliance with all laws and regulations applicable to it and governing investments, and that all necessary actions required to authorize such activities have, to the best of its knowledge, been taken.

Disclosure Statement - The ADVISOR represents that it has delivered to the CITY, at least two business days prior to the execution of this Agreement, ADVISOR's current Form ADV, Part II. By signing this Agreement below, the CITY hereby acknowledges its receipt of said document at least two business days prior to its execution of this Agreement.

Binding Arbitration - In the event any dispute arises between the parties regarding this agreement, such dispute will be resolved by non-binding arbitration in Casper, Wyoming according to the rules of the American Arbitration Association and in accordance with the applicable rules of the Association as those rules are in effect at the time the dispute arises.

Term - The term of this Agreement shall be for one (1) year from the date hereof and shall be automatically renewed each year thereafter unless canceled by either party thirty (30) days prior to its maturity. This Agreement may be terminated at any time for any reason by either party with or without cause, by giving the other party at least thirty (30) days written notice.

Miscellaneous - This Agreement may not be assigned by either of the parties without the prior written consent of the other. This Agreement constitutes the entire agreement of the parties with respect to the matters contained herein and no modification of this Agreement shall be effective unless such modification is in writing and signed by the parties hereto.

This Agreement shall be governed by the laws of the State of Wyoming, and furthermore by the Investment Advisors Act of 1940 and the rules and regulations promulgated by the Securities and Exchange Commission under said act.

Notices and reports as called for herein shall be mailed, in the care of:

CLIENT

City of Casper
200 North David Street
Casper, WY 82601
Attn: V.H. McDonald
Director of Administrative Services

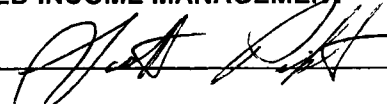
ADVISOR

Davidson Fixed Income Management, Inc.
1600 Broadway, Suite 1100
Denver, CO 80202
Attn: Scott Prickett
Managing Director, Portfolio Manager

AGREED TO AND ACCEPTED:

APPROVED AS TO FORM (CASPER CITY ATTORNEY)

DAVIDSON FIXED INCOME MANAGEMENT

Signature 

Printed or Typed Name
SCOTT PRICKETT

Title
SENIOR VICE PRESIDENT, MANAGING DIRECTOR

Date
5/12/08

CITY OF CASPER

Signature 

Printed or Typed Name
PAUL C. BERTOGLIO

Mayor

Date
MAY 20, 2008

RESOLUTION NO. 17-105

A RESOLUTION AUTHORIZING AMENDMENT NO. 2
TO A CONTRACT WITH DAVIDSON FIXED INCOME
MANAGEMENT, INCORPORATED FOR REDUCED
INVESTMENT MANAGEMENT SERVICES.

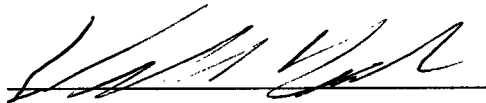
WHEREAS, Davidson Fixed Income Management Incorporated is no longer able to provide the reporting services as described in the Reports section of the contract between it and the City of Casper, dated July 1, 2008.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an amendment to the contract with Davidson Fixed Income Management, Incorporated.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments throughout the term of the agreement, in an amount not to exceed 3.5 basis points annually as provided in the contract amendment.

PASSED, APPROVED, AND ADOPTED on this ____ day of _____, 2017.

APPROVED AS TO FORM:



ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Kenyne Humphrey
Mayor

May 10, 2017

MEMO TO: Liz Becher, Interim City Manager

FROM: Tracey L. Belser, Assistant City Manager/Support Services Director *JB*
Zulima Lopez, Assistant Support Services Director

SUBJECT: Authorizing an Agreement with Wyoming Health Fairs for an Amount not to Exceed \$29,500 for the Provision of Biometric Screening Services to Employees, Retirees, and Spouses on the City of Casper Health Plan.

Meeting Type & Date

Regular Council Meeting
June 6, 2017

Action type

Resolution

Recommendation

That Council, by resolution, authorize an agreement with Wyoming Health Fairs in the amount of \$29,500 for the provision of biometric screening services to employees, retirees, and spouses on the City of Casper Health Plan.

Summary

The City of Casper uses aggregate data from annual biometric screenings, including a blood draw and various pertinent health factor measurements such as blood pressure, height, weight, and waist circumference to trend health conditions. Human Resources develops programs from the trends determined to help keep health plan participants healthy.

Historically, biometric screenings have been done on site at various City facilities, over a four-day period of time. Though on-site events were convenient for many employees, this model was expensive in addition to utilizing Human Resources staff time to plan, coordinate, and oversee each event. Last year, the blood draw was reduced to a faster finger stick draw that provided participants with five basic health data points as compared to the full panel blood chemistry provided in previous years. Though successful in saving time and money, many employees and their physicians requested full panel bloodwork in addition to what was provided through the City's biometric screening event. Human Resources is recommending to once again provide a full panel venipuncture (needle stick) draw in 2017.

Wyoming Health Fairs is a local not for profit agency. In the past, Wyoming Health Fairs wasn't utilized for the City of Casper biometric screening due to the inability to coordinate electronic aggregate data results with the City's third party administrator (TPA). Results of the

biometric screening will be available to individual participants via Cigna's, (the City's TPA) Website. Only aggregate data will be provided to Human Resources.

The biometric screening will not take place on site at City facilities, but rather at the Wyoming Health Fairs facility located in downtown Casper. Opportunities for members to complete biometric screening will be improved from the typical four-day event to an eight-week period of time between July 24, 2017 and September 15, 2017. During this time, employees, retirees, and spouses (if applicable) on the City's health plan will be able to walk-in for their screening during Wyoming Health Fairs normal business hours, Tuesday-Thursday from 7:00 a.m. to 10:00 a.m. In addition, Wyoming Health Fairs will offer three to four Fridays during this timeframe, as requested by the City of Casper, during which they will invite only City Health Plan members to complete screenings. These dedicated dates will be by appointment only. Retirees living outside of the Casper area may attend a Wyoming Health Fairs event in their area, attend as a walk-in at one of the other Wyoming Health Fairs' facilities, visit a local Lab Corp facility or Wyoming Health Fairs will provide a lab kit to take to a local provider to complete their screening.

The recommendation to use Wyoming Health Fairs significantly increases the convenience and flexibility for health plan members to complete biometric screenings, provide the full panel results, and reduce the amount of time needed of City personnel to plan, coordinate and staff an on-site event.

The cost of last year's biometric screening contract was \$44,000. The Agreement with Wyoming Health Fairs is for an amount not to exceed \$29,500. Cigna's Wellness dollars will pay \$10,000 towards biometric screening on the City's behalf.

Financial Considerations

\$19,500 is budgeted in the Employee Health Insurance Fund.

Oversight/Project Responsibility

Zulima Lopez, Assistant Support Services Director

Becky Nelson, Risk Specialist

Attachments

Professional Services Agreement

Resolution

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services (“Contract”) is entered into on this 6th day of June, 2017 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. Wyoming Health Fairs (WHF), a Wyoming 501(c)(3) non-profit, 115 South Elm Street, Casper, Wyoming 82601 (“Contractor”).

Throughout this document, the City and the Contractor may be collectively referred to as the “parties.”

RECITALS

- A. The City is undertaking a project to provide biometric screening to City Health Plan participants and their spouses (if applicable).
- B. The project requires professional services for the biometric screening services as well as participant completion and aggregate reporting.
- C. The Contractor represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.
- D. The City desires to retain the Contractor for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Contractor shall perform the following services in connection with and respecting the project:

- A. Venipuncture blood draw of City health plan participants (“participants”), including a thirty-three-level chemistry panel as outlined in Exhibit A.
- B. Provide the following additional lab tests to health plan participants who so elect, at the participant’s cost.
 - a. Hemogram with Differential
 - b. PSA Screening for men

- c. C-Reactive Protein – High Sensitivity CRP
- d. Hemoglobin A1C
- e. Thyroid Panel T3, T4,
- f. T3, Free
- g. T3, Reverse
- h. T4, Free Direct
- i. Thyroid Antibodies
- j. Ferritin
- k. Celiac Screening
- l. Vitamin D, 25 Hydroxy
- m. Vitamin B12
- n. Testosterone – Total
- o. Estradiol
- p. Flu Vaccine
- q. Blood Type
- r. Lead (Adult Lead)
- s. Nicotine
- t. Nicotine Swab
- u. Bone Density
- v. Colokit
- w. Hepatitis C

- C. Biometric measurements of the participants: height, weight, waist circumference, waist-to-hip ratio (WHR), blood pressure and body fat.
- D. Provide the City with all participant’s completion reporting which includes participant name and date of completion to be sent every two weeks, with a total of four reports during the campaign.
- E. Provide a detailed aggregate report highlighting the screening results to the City to be sent within thirty days after last completed blood draw.
- F. Accept walk-in participants during the Contractor’s normal days and hours of operation every Tuesday, Wednesday and Thursday from 7:00 am to 10:00 am.
- G. Coordinate three or four Fridays (as needed) that will be dedicated solely to City health participants for the purpose of ensuring adequate time for all participants to complete biometric screenings, scheduled as mutually agreed upon by the Contractor and the City of Casper Human Resources Division, with screening by appointment only.
- H. Provide online registration and telephonic registration for the dates dedicated to the City of Casper.

- I. Biometric screenings shall be provided by qualified and trained professionals supervised by the Contractor in compliance with all applicable federal, state and local laws and regulations (including HIPAA and CLIA) and professional standards.
- J. Provide individual participant results via USPS mail and allow participants to have access to it online through Contractor's website at no charge to the participants.
- K. Provide CIGNA and GBS Benefits, Inc. all data collected from the biometric results to be uploaded via data file feed into their system for use in reporting, clinical, and incentive programs, including disease management.
- L. Provide participant's results to their physicians if requested by the participant with a "Fax Release" form as shown in Exhibit B.
- M. Support off site screenings for participants who live out of the Casper area and cannot attend screenings at Contractor's facility until September 15, 2017. This support includes a walk-in to another facility operated by the Contractor or public draws in their area, a draw at their local LabCorp, or a mail out draw kit.
- N. Coordinate a post event meeting with the City to review event outcomes and results.

2. TIME OF PERFORMANCE:

The services of the Contractor shall be undertaken and completed on or before September 15, 2017.

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. The amount is based on \$40.00 per person for the chemistry panel, \$200.00 total for participant completion reporting, \$250.00 total for aggregate reporting, and \$1,050 total for data feeds. The total cost of services is not to exceed a lump sum of Twenty-Nine Thousand Five Hundred Dollars (\$29,500.00).

4. METHOD OF PAYMENT:

Payment will be made following receipt of an itemized invoice from the Contractor for services rendered in conformance with the Contract, and following approval by the Casper City Council. Contractor shall submit an invoice for payment specifying that it has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those

amounts may be deducted from the payment being made by the City to the Contractor pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Contractor's authorized representatives.

The City and the Contractor each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM



ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

WITNESS

CONTRACTOR
Wyoming Health Fairs

By: _____

By:  _____

Printed Name: _____

Printed Name: Chad Nelson

Title: _____

Title: CEO

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Contractor of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Contractor under this Contract shall, at the option of the City, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Contractor, or any breach of the Contract by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the City from the Contractor are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon between the City and the Contractor, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Contractor's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Contractor shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due 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 or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Contractor which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

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 insure 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, they will be turned over to the City provided that, in any case, the Contractor may, at no additional expense to the City, make and retain such additional copies thereof as Contractor desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Contractor be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Contractor under this Contract are confidential and shall not be made available to any individual or organization by the Contractor without the prior written consent of the City.

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Contractor shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Contractor represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Contractor, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Contractor shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONTRACTOR:

The Contractor shall not employ any subcontractor to perform any services in the scope of this project, unless the subcontractor is approved in writing by the City. Any approved subcontractor shall be paid by the Contractor.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to the commencement of work, Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its subcontractors, agents, representatives, or employees.**

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
4. Professional Liability (Errors and Omissions) Insurance appropriate to the Contractor's profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars

(\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. *Higher Limits.* If the Contractor maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for 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. General liability coverage shall be provided in the form of an endorsement to the Contractor's insurance.

2. *Primary Coverage*

For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its officers, elected and appointed officials, employees, agents or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

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.

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 three (3) years after completion of the contract of work*. However, Contractor's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of *three (3) years* after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Contractor shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subcontractors*

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that the City is an additional insured on insurance required from subcontractors.

10. *Special Risks or Circumstances*

City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

E. Contractor agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence of the Contractor and any subcontractor thereof.

12. INTENT:

Contractor represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Contractor shall perform all of the services for the compensation set forth in this Contract. Contractor also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Contractor agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

13. 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.

14. 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.



33 Level Chemistry Profile Break-out with CPT codes

Blood Chemistry Profile – 80048 Lab

Bone and Electrolytes - *Sub-Labs*

- 82310 - Calcium
- 82435 - Chloride
- 83735 - Magnesium
- 84100 - Phosphorous, Inorganic
- 84132 - Potassium
- 84295 - Sodium, Serum

Heart and Kidney Functions - *Sub-Labs*

- 84520 - Blood Urea Nitrogen (BUN)
- 82566 - Creatinine
- 82565 - GFR, Est or GFR If African-American
- 83615 - LDH

Iron - *Sub-Labs*

- 83550 - Iron Binding Capacity
- 83550 - Iron, Total
- 83550 - Transferrin Saturation
- n/a - Unbound IBC

Lipids (Fats) - *Sub-Labs*

- 84478 - Triglycerides
- 82465 - Cholesterol Total (TC)
- 83718 - HDL ("Good" Cholesterol)
- 83721 - LDL ("Bad" Cholesterol)
- calc - Cholesterol/HDL Ratio
- calc - CHD Risk, Estimated
- calc - VLDL

Liver Functions - *Sub-Labs*

- 84705 - Alkaline Phosphatase
- 84660 - ALT (SGPT)
- 84450 - AST (SGOT)
- 82465 - Bilirubin, Total
- 82977 - Gamma GT

Protein - *Sub-Labs*

- 82040 - Albumin
- n/a - Globulin
- 84155 - Protein, Total

Thyroid and Other - *Sub-Labs*

- 82374 - Carbon Dioxide
- 82947 - Glucose (Blood Sugar)
- 84443 - Thyroid Stimulating Hormone(TSH)
- 84550 - Uric Acid

Wyoming Health Fairs / Wellness Health Fairs

CASPER - 115 South Elm Street • CHEYENNE - 611 E. Carlson, Suite 112 • LARAMIE - 920 E. Sheridan • TORRINGTON - 2001 Main St.
 SCOTTSBLUFF, NE - 3321 Avenue I, Suite D • Toll Free - 800.979.3711 • E-Mail - Mail@WHF.to • Web - www.WHF.to



Appointment Date: _____

Wyoming Health Fairs / Wellness Health Fairs

Customer # _____

AUTHORIZATION FOR FAX RELEASE

Release of Protected Health Information - 45 CFR 164.508 - Release of Records to a Third Party

Patient Name _____
(Please print clearly - include alias or maiden name if appropriate.)

Date of Birth _____ Phone _____ E-Mail _____

Please initial below.

_____ I understand WHF results are formatted to include results from up to my last four screenings and are included in the released information.

I hereby authorize Wyoming Health Fairs / Wellness Health Fairs to use or disclose my protected health information to:

PRIMARY CARE PROVIDER

Provider _____ <i>(Nurse or medical contact to send results to)</i>
Facility _____
Fax Number _____ Clinic Telephone _____

ADDITIONAL CARE PROVIDER

Provider _____ <i>(Nurse or medical contact to send results to)</i>
Facility _____
Fax Number _____ Clinic Telephone _____

By signing below, I understand this authorization is valid for a **one time release**. I understand that I may ask for a copy of this authorization.

Patient Signature _____ Date _____

Printed name if signed on behalf of patient _____ *Relationship* _____

RESOLUTION NO. 17-106

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH WYOMING HEALTH FAIRS FOR THE PROVISION OF BIOMETRIC SCREENING SERVICES.

WHEREAS, the City of Casper desires to obtain biometric screening services for City of Casper Health Plan participants and their spouses from Wyoming Health Fairs; and,

WHEREAS, Wyoming Health Fairs is willing and able to provide the desired biometric screening services to the City of Casper.

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 Wyoming Health Fairs to provide biometric screening services for the City of Casper.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments throughout the term of the agreement, in an amount not to exceed Twenty-Nine Thousand Five Hundred Dollars (\$29,500.00).

PASSED, APPROVED, AND ADOPTED on this 6th day of June, 2017.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

5/15/17



MEMO TO: Liz Becher, Interim City Manager

FROM: Fleur Tremel, Deputy Assistant City Manager, Casper Events Center
Contract Administrator *FT*
Brad Murphy, General Manager, Global Spectrum LP – Casper Events Center

SUBJECT: Authorizing the Assignment of Spectra Ticketing Agreement to Spectra Venue Management for the Casper Events Center

Meeting Type & Date:

Council Meeting
June 6, 2017

Action type:

Resolution

Recommendation

That Council, by resolution, approve the assignment of the Spectra Ticketing Agreement to Spectra Venue Management for the Casper Events Center.

Summary: The City of Casper entered into an agreement with Paciolan LLC dba Spectra Ticketing and Fan Engagement on June, 28, 2002, to provide Hardware, Software, Professional Services and Subscription Ticketing services for the Casper Events Center. On October 1, 2016, Global Spectrum LP dba Spectra Venue Management was granted sole and exclusive manager and operator rights of the Casper Events Center.

Given the current agreement between the City of Casper and Paciolan LLC dba Spectra Ticketing and Fan Engagement, it is desired by the management authorities of both entities to transfer this agreement to Global Spectrum LP dba Spectra Venue Management. Legal representatives from both parties recognize that the assignment of this agreement allows Paciolan LLC dba Spectra Ticketing and Fan Engagement to work directly with Global Spectrum LP dba Spectra Venue Management to negotiate, upgrade and implement needed ticketing services and operating services without having to obtain council approval for any costs less than \$20,000.

Through this assignment, Global Spectrum LP dba Spectra Venue Management can branch out ticketing services through the Casper Events Center to encompass regional ticketing sites (Central Wyoming Fair, Townsquare Media Events and Casper Coyotes Hockey). Global Spectrum LP dba Spectra Venue Management will also be able to utilize updated marketing automation, merchant services and credit card processing.

Financial Considerations: No additional costs will be incurred to transfer the existing agreement from the City of Casper to Global Spectrum LP dba Spectra Venue Management. Updated marketing automation will increase by \$3,000 annually with all other services and fees remaining the same. This was budgeted in the Casper Events Center FY17-18 Operating Budget.

Oversight/Project Responsibility: Global Spectrum LP dba Spectra Venue Management will have sole responsibility to oversee the ticketing operations and license agreement with Paciolan LLC Spectra Ticketing and Fan Engagement through the authority given by the City of Casper. Fleur Tremel, Deputy Assistant City Manager will oversee Contracts pertaining to the Casper Events Center as the Contract Administrator for City of Casper.

Attachments:

Resolution

Assignment Contract with Global Spectrum

ASSIGNMENT AND CONSENT

THIS ASSIGNMENT AND CONSENT (“Assignment”) is made as of the ___ day of _____, 2017 (“Effective Date”), by and among Paciolan, LLC, d/b/a Spectra Ticketing & Fan Engagement (“Paciolan”), the City of Casper (“Assignor”) and Global Spectrum, L.P., in its capacity as agent for the City of Casper (“Assignee”).

Background

Pursuant to a Management Agreement dated October 1, 2016 (“Management Contract”) between Global Spectrum, L.P. and Assignor, Global Spectrum, L.P. manages and operates the Casper Event Center as agent on behalf of the Assignor. Paciolan and Assignor are parties to Master System Purchase and Software License Agreement dated June 28, 2002, as amended and supplemented from time to time (the “Agreement”), regarding the provision by Paciolan of certain ticketing services, hardware and software to the Assignor for the Casper Event Center and other venues at which the Assignor schedules and presents events (“Other Venues”). Assignor now desires to assign the Agreement to Assignee, and Assignee agrees to accept and assume performance under the Agreement, except, in each case, to the extent it relates to Other Venues, and the parties desire to set forth the terms and conditions upon which such assignment shall take place.

NOW, THEREFORE, in consideration of the mutual premises and promises herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Assignor hereby assigns to Assignee all of its right, title and interest in the Agreement, subject to the observance and performance by Assignee of the covenants, duties and obligations on the part of the Licensee contained therein, and subject always to the provisions of this Assignment, all effective on the Effective Date. Notwithstanding the foregoing, to the extent the Agreement relates to Other Venues, no assignment is hereby made and the terms, conditions, obligations and liabilities under the Agreement relating to Other Venues shall remain in effect as between Paciolan and Assignor.
2. Assignee acknowledges that it has received a copy of the Agreement and is familiar with the terms, covenants and conditions therein contained.
3. Assignee covenants and agrees with Paciolan that it will, beginning on the Effective Date and continuing until the end of the Agreement, assume, perform and fulfill all of the covenants, duties and obligations on the part of the Assignor therein contained, except those relating to the Other Venues, which shall continue to be performed and fulfilled by the Assignor.
4. In reliance upon the terms, conditions, covenants and representations contained in this Assignment and the Agreement, Paciolan hereby grants its consent to the assignment of the Agreement on the terms and conditions set forth herein, and in accordance with the provisions of the Agreement. Notwithstanding the foregoing, Licensee acknowledges and agrees that such assignment shall not relieve Assignor of liability accruing under the Agreement prior to the Effective Date.
5. Any and all notices and demands by and from any of the parties hereto to the other shall be in writing and may be served personally, by certified mail, return receipt requested, by a nationally recognized overnight courier service, or by confirmed facsimile transmission. Any such notice shall be served at the address set forth beneath such party’s signature. Any party may change the address set out therein by appropriate written notice to the other parties.

6. The parties hereto do in all respects hereby confirm that the Agreement is in full force and effect, unchanged and unmodified except in accordance with this Assignment.

7. The parties hereto acknowledge and agree that Global Spectrum, L.P., as Assignee of the Agreement, is acting in its capacity as agent to the City of Casper under and pursuant to the terms of the Management Contract. As agent, Global Spectrum, L.P. shall have no independent liability under the Agreement.

8. Each of the parties hereto shall make, execute and do all such further things, documents, agreements and assurances and take such other further actions as may reasonably be required by any other party hereto in order to more effectively carry out the true intent of this Assignment.

9. This Assignment shall be governed by and construed in accordance with the laws of the State of Wyoming.

IN WITNESS WHEREOF, this Assignment is executed as of the date first above written.

ASSIGNOR:

THE CITY OF CASPER

By: _____
Name: _____
Title: *Kenye Humphrey Mayor, City of Casper*
Notice Address:
City of Casper, Wyoming
c/o City Manager's Office
200 North David
Casper, WY 82601

PACIOLAN, LLC:

By: *[Signature]*
Name: *DAVID R. BUTLER*
Title: *CEO*

Notice Address:
5171 California Ave.
Suite 200
Irvine, CA 92617
Attn: President

ASSIGNEE:

Global Spectrum, as Agent for the
City of Casper

By: *[Signature]*
Name: *Brad Murphy*
Title: *General Manager*

Notice Address:
Casper Events Center
1 Events Drive
Casper, Wyoming 82601
Attn: General Manager

APPROVAL AS TO FORM

I have reviewed the attached *Assignment and Consent Between Paciolan, LLC, d/b/a Spectra Ticketing and Fan Engagement and City of Casper and Global Spectrum, L.P.*, and approve them as to form on behalf of the City of Casper, Wyoming.

Dated: May 12, 2017.



Wallace Trembath III
Assistant City Attorney

RESOLUTION NO. 17-107

A RESOLUTION AUTHORIZING THE ASSIGNMENT OF SPECTRA TICKETING AGREEMENT TO SPECTRA VENUE MANAGEMENT FOR THE CASPER EVENTS CENTER.

WHEREAS, the City of Casper entered into a Master System Purchase and Software License Agreement (as amended and supplemented from time to time) with Paciolan LLC d/b/a Spectra Ticketing and Fan Engagement on June, 28, 2002, to provide hardware, software, professional services, and subscription ticketing services for the Casper Events Center; and,

WHEREAS, on October 1, 2016, Global Spectrum LP d/b/a Spectra Venue Management was granted sole and exclusive manager and operator rights of the Casper Events Center; and,

WHEREAS, it is desired by the management authorities of both entities to transfer this agreement to Global Spectrum LP d/b/a Spectra Venue Management.

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, the Assignment and Consent Agreement between Paciolan, the City of Casper and Global Spectrum, L.P.

PASSED, APPROVED, AND ADOPTED on this ___ day of _____, 2017.

APPROVED AS TO FORM:



ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

May 22, 2017

MEMO TO: Honorable Mayor and Members of the Casper City Council

FROM: Liz Becher, Interim City Manager 

SUBJECT: Amendment of Contract for Educational Services with Leadership Training Services, a Wyoming Non-Profit Corporation Sponsored by the Wyoming Association of Municipalities

Meeting Type & Date

Council Meeting on June 6, 2017.

Action type Contract amendment.

Recommendation

Council amend its contract for services with Leadership Training Services and the Wyoming Association of Municipalities to allow for the use of prior endowment funding for delivery of training services.

Summary

On April 27, 2000, Council, by minute action, authorized the expenditure of \$16,000 to support the Wyoming Association of Municipalities (WAM) continuing education program endowment fund that was being administered through Leadership Training Services, a Wyoming Non-profit Corporation (LTS). This sum was being provided through an unanticipated taxpayer reserve account refund that had been allocated to the City of Casper by the State of Wyoming.

Following the Council minute action, Thomas Forslund, as the then City Manager, approved a "Contract for Services" with LTS for the \$16,000 contribution as seed money for an endowment to be established by LTS. This agreement provided that the principal balance of the LTS fund was to remain intact, and that only earnings (i.e. interest) of the fund would be used by LTS for providing educational services to Wyoming municipalities. The total of all of the contributions made by municipalities across the state to this endowment fund totaled the sum of \$86,000.

WAM is now requesting that the City consider joining in an amendment to the original agreement to provide that the \$86,000 endowment fund be used as principal funding for the provision of educational programs and services to elected municipal officials and staff on governance, sound management practices, and to prepare programs at the request of the municipalities.

This request is being made due to the fact that the endowment fund has generated little to no interest over the past few years, and has not served its purpose in funding these programs. WAM has forwarded a proposed amendment to the agreement which is attached for your reference and review. In this regard, the original agreement provided that, in the event the LTS program would be terminated for any reason, the principal balance of the fund, and any remaining earnings, after the payment of all valid obligations and expenses, would be returned to the contributing entity municipalities on a pro-rata basis in proportion to their total contribution to the fund.

Financial Considerations

None, no impact, as no additional funds will be expended.

Oversight/Project Responsibility

This proposed contract amendment will be administered by LTS as the educational arm of WAM.

Attachments

A copy of the original pledge card executed by the City and the Contract for Services is attached for your review, along with a copy of the proposed Contract Amendment.

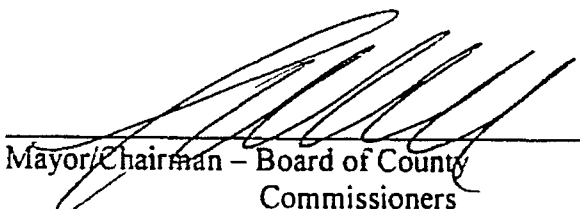
LEADERSHIP TRAINING SERVICES
CONTINUING EDUCATION PROGRAM
ENDOWMENT FUND PLEDGE CARD

MAY 8 - 2000

The City/Town/County of CASPER recognizes the value of educating local government officials to become better leaders and finds that such education serves a proper governmental purpose. We agree to contribute \$ 16,000 from the Wyoming Taxpayer Reserve Account Refund received by our entity in 1999 as seed money for the Continuing Education Program Endowment Fund and it is our intention to enter into a contract for services with LTS for the delivery of local government education programs.

We understand that the principle balance of this Fund will remain intact and that only earnings on that investment will be available to help defray training costs under the Continuing Education Program.

We agree to payment of such contribution upon receipt of invoice from Leadership Training Services, Inc.



Mayor/Chairman - Board of County Commissioners

04/27/00

Date

Attest:
V.A.M. Donnell

Please return to WAM/LTS at P.O. Box 3110, Cheyenne, WY 82003-3110

Order # 2004 5/12/00 CR# 41655 6/13/00 ch - 9/15/00

CONTRACT FOR SERVICES

This agreement is made and entered into by and between LEADERSHIP TRAINING SERVICES, a Wyoming non-profit corporation sponsored by the Wyoming Association of Municipalities, hereinafter referred to as "LTS", and the City of Casper, a Wyoming municipality, hereinafter referred to as "Municipality" to confirm their arrangement regarding the provision of educational services for municipal officials and employees, as well as local citizens, with respect to local government issues.

1. LTS agrees to provide the following services to Municipality: to operate as a public educational organization to present educational programs and services to elected and appointed municipal officials on civic leadership and sound management practices and to prepare, at the request of the Municipality, programs or services to educate and inform citizens about current and emerging local government problems, issues and processes.
2. In consideration of the services to be provided hereunder, which Municipality has determined to be in furtherance of a proper public purpose, Municipality agrees to contribute to LTS the sum of \$16,000.00 as seed money for a fund to be established by LTS.
3. The parties agree that the principal balance of the LTS fund will remain intact and that, unless prior written consent is provided by Municipality, only earnings of that fund will be used by LTS for the purposes outlined in Section I.

4. In the event the LTS program is terminated for any reason, the principal balance of the LTS fund, and any remaining earnings, after payment of all valid obligations and expenses, will be returned to contributing entity municipalities on a pro rata basis in proportion to their total contribution to the fund.

City of Casper
MUNICIPALITY

Thomas O. Forslund
Signed:

DATE: 10-12-00

LOCAL TECHNICAL SERVICES

Henry H. Parks
Signed:

DATE: 10/27/00

AMENDED CONTRACT FOR SERVICES

This agreement is made and entered into by and between the Wyoming Association of Municipalities, a Wyoming non-profit corporation, hereinafter referred to as "WAM", Local Technical Services, a Wyoming non-profit corporation and the City of Casper, a Wyoming municipal corporation, hereinafter referred to as "Municipality" to confirm their arrangement regarding the provision of educational services for municipal officials and employees, with respect to local government issues.

WITNESSETH:

WHEREAS, in 1997 several elected and non-elected municipal leaders formed a non-profit corporation known and styled as Local Technical Services (also operating as Leadership Training Services, herein "LTS") for the purpose:

To operate as a public educational organization to promote and strengthen the process community at regional, county, city, district and community levels by educational means (other than by carrying on propaganda, participating in elections or political campaigns of any kind or attempting to influence legislation) directed toward improving the capabilities of individual citizens.

To sponsor, conduct and operate a public educational organization to present educational programs and services to elected and appointed municipal officials on civic leadership and sound management practices and to prepare programs or services to educate and inform citizens about current and emerging local government problems, issues and processes.

WHEREAS, thirteen Wyoming municipalities appropriated funds and executed Contracts for Services with LTS regarding funding of the purposes of LTS; and,

WHEREAS, the funding that was appropriated was restricted to funding of the corpus of the purposes of the LTS and the total corpus of funds is approximately \$86,000.00; and,

WHEREAS, the corpus has not and does not generate sufficient interest or income to support the educational purpose of the LTS; and,

WHEREAS, the Municipality and LTS agree to amend the Contract for Services.

NOW THEREFORE, the Parties agree as follows:

1. LTS agrees to provide the following services to Municipality: to operate as a public educational organization, to present educational programs and services to elected municipal officials and staff on governance, sound management practices, and to prepare programs at the request of the Municipality.

2. In consideration of the services to be provided hereunder, which Municipality has determined to be in furtherance of a proper public purpose, Municipality agrees that the principal and any interest of the LTS fund may be used by LTS for the purposes outlined in Section 1.

3. In the event the LTS program is terminated for any reason, the balance of the LTS fund, after payment of all valid obligations and expenses, shall be transferred to an eligible 501(c) (3) organization to effectuate the similar or same purposes of LTS.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2017.

APPROVED AS TO FORM:

(Wyoming Association of Municipalities Amended Contract for Services)



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor

WYOMING ASSOCIATION OF MUNICIPALITIES

By: _____
President

LOCAL TECHNICAL SERVICES a/k/a LEADERSHIP TRAINING SERVICES

By: _____
President

RESOLUTION NO.17-108

A RESOLUTION TO SUPPORT THE CONTINUING EDUCATION PROGRAM OFFERED BY THE WYOMING ASSOCIATION OF MUNICIPALITIES AND LOCAL TECHNICAL SERVICES a/k/a LEADERSHIP TRAINING SERVICES AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR SERVICES REGARDING THE PROVISION OF SUCH SERVICES.

WHEREAS, the Wyoming Association of Municipalities (WAM) and some of its individual elected and appointed public officials have collaborated to create Local Technical Services also known as Leadership Training Services (LTS); and,

WHEREAS, LTS provides educational opportunities for elected and appointed local government officials on a variety of leadership development and community topics; and,

WHEREAS, the City of Casper strongly supports continued education and training for its municipal elected officials and staff; and,

WHEREAS, the City of Casper and its residents benefit by assuring that its municipal elected officials and staff are provided with continuing educational opportunities; and,

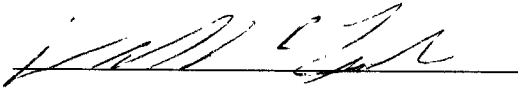
WHEREAS, the City of Casper previously appropriated funds to be used as the corpus or principal of a fund to support LTS and now desires to amend the permitted use of the funds previously appropriated for the Continuing Education Program (CEP) and provide for the use of the principal or corpus of the funds by LTS.

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

1. The City of Casper hereby acknowledges and reconfirms its previous appropriation of \$16,000.00 to support LTS' purposes as is fully stated in the Amended Contract for Services being approved hereby.
2. The Mayor is authorized to enter into and execute, and the City Clerk Attest, an Amended Contract for Services as described herein.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2017.

APPROVED AS TO FORM:
(Wyoming Association of Municipalities Continuing Education)

A handwritten signature in black ink, appearing to be "Jim [unclear]", written over a horizontal line.


ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenye Humphrey
Mayor

May 15, 2017

MEMO TO: Liz Becher, Interim City Manager 
FROM: Craig Collins, AICP, City Planner
SUBJECT: Minute Action Rejecting the Bids on Two (2) City-Owned Properties, and Directing Staff to Re-Bid Said Properties

Meeting Type & Date:

Regular Council Meeting, June 6, 2017.

Action Type:

Minute Action.

Recommendation: That Council, by minute action, reject all public bids that were received for the Wolf Creek Cemetery parcel, and the 334 Lark Street parcel, as described in the Public Notice published in the Casper Star Tribune on March 20, 27, and April 3, 2017; and direct staff to re-bid said parcels, pursuant to State and local law.

Summary: Background and Analysis – The City of Casper requested sealed bids for four (4) City-owned properties. The City Council opened said bids at a special public meeting on April 17, 2017 and discussed the bids at a public work session on April 25, 2017. The City Council members in attendance directed staff to move forward with two (2) of the bids and to reject the bids received for the Wolf Creek Cemetery property and the 334 Lark Street property. Pursuant to Wyoming Statute §15-1-112, the City Council has the option to either sell the properties to the highest responsible bidders, or in the alternative, reject all bids on each individual property.

Previous Council/Commission/Board Actions – Staff was directed to have the properties appraised and to advertise for the potential sale of the four (4) City-owned properties by the City Council after discussion at a Work Session in the fall of 2016. The City Council opened the sealed bids at a public meeting on April 17, 2017 and discussed the bids that were received at a regular work session on April 25, 2017.



Communication Efforts – As required by State Statute, public notice was published in the Casper Star-Tribune three (3) times, advertising the Request for Bids. The Request for Bids was also advertised on the City's website (casperwy.gov). In addition, multiple press releases were distributed to the media, and City staff held a public open-house at the Fire Station #6 property on March 30, 2017.

Financial Considerations: The cost of publishing public notice in the Casper Star Tribune was \$1,521.44. The cost to re-bid the two (2) properties is expected to be slightly less, in that the notice will include information for two (2) properties, rather than four (4).

Oversight/Project Responsibility: Craig Collins, City Planner.

Attachments: N/A

May 23, 2017

MEMO TO: Liz Becher, Interim City Manager 
FROM: Tracey Belser, Assistant City Manager 
Pete Meyers, Assistant Support Services Director
Kirk Gunderson, Accountant
SUBJECT: Fiscal Year 2018 Summary Proposed Budget

Meeting Type & Date:
Regular Council Meeting
June 6, 2017

Action type:
Minute Action

Recommendation:
That Council, by minute action, acknowledges receipt of, and authorizes inclusion of, the Fiscal Year 2018 Summary Proposed Budget into the minutes of the June 6, 2017 regular Council meeting.

Summary:
On June 20, 2017 a public hearing will be held for presentation of the Fiscal Year 2018 Budget. By Wyoming State Statute 16-4-109(a), a Summary Proposed Budget is to be entered into the minutes and published at least one week before the public hearing date for consideration of the adoption of the Fiscal Year 2018 Budget. To meet this requirement, the attached Summary of the Fiscal Year 2018 Proposed Budget is hereby submitted for inclusion in the June 6, 2017 minutes.

Financial Considerations:
No financial considerations.

Oversight/Project Responsibility:
Kirk Gunderson, Accountant

Attachments:
Summary Proposed Budget for Fiscal Year 2018

City of Casper
All Funds Requested Budget Summary
(Budget Basis)
FY 2018

		FY 2018 Requested
General Fund	\$	46,078,329
 Capital Projects Funds		
Capital Projects Funds		10,291,160
Capital Equipment		1,894,935
Optional One Cent #13 Sales Tax		1,002,498
Optional One Cent #14 Sales Tax		5,008,837
Optional One Cent #15 Sales Tax		15,467,748
Opportunities Fund		1,199,943
 Enterprise Funds		
Water		18,505,358
Water Treatment Plant		3,108,850
Sewer		6,460,028
Wastewater Treatment Plant		6,381,646
Refuse Collection		7,045,471
Balefill		8,951,582
Casper Events Center		955,395
Golf Course		707,481
Casper Recreation Center		1,066,124
Aquatics		1,039,637
Ice Arena		591,647
Hogadon Ski Area		874,942
Parking Lots		21,335
 Special Revenue Funds		
Weed & Pest Control		659,322
Transit Services		1,997,611
Community Development Block Grant		314,105
Police Grants		772,661
Fire Grants		319,565
Redevelopment Loan Fund		189,000
Revolving Land Fund		262,850
Metropolitan Planning Organization		22,104
Special Reserves		420,281

Debt Services Funds

Special Assessments	1,835
---------------------	-------

Internal Services Funds

Central Garage	2,574,289
Information Technology	1,446,687
Buildings & Structures	829,233
City Hall	291,888
Property & Liability Insurance	1,651,643
Variable Services Fund	724,054

Trust & Agency Funds

Perpetual Care	2,655,423
Metro Animal Control	1,354,083
Public Safety Communications	2,557,563
Health Insurance	10,509,932

Total	166,207,075
--------------	--------------------

Less Intergovernmental Transactions

Transfers Out	30,872,076
Internal Services Charges	6,971,997
Administration Fees	-

Total	37,844,073
--------------	-------------------

Total \$	128,363,002
-----------------	--------------------

May 23, 2017

MEMO TO: Liz Becher, Interim City Manager *lb*

FROM: Tracey L. Belser, Assistant City Manager/Support Services Director *sub*
 Jason Shellabarger, Fleet Maintenance Manager

SUBJECT: Authorize the Purchase of One (1) New Duplex 7,000 lbs. Forklift, from Wyoming Machinery Co., Casper Wyoming, in the Estimated Total Amount of \$35,405.00, for Use by the Solid Waste Division

Meeting Type & Date
 Regular Council Meeting
 June 6, 2017

Action type
 Minute Action

Recommendation
 That Council, by minute action, authorize the purchase of one (1) new duplex 7,000 lbs. forklift, from Wyoming Machinery Co., Casper, Wyoming, to be used in the Solid Waste Division of the Public Services Department, in the estimated total amount of \$35,405.00.

Summary
 The current forklift in operation at the balefill facility is approved and budgeted to be replaced in FY17 and is being replaced by this purchase due to age and hours of operation. This purchase was held off in September due to the balers being inoperable. The Solid Waste Division has moved forward with the required repairs to the balers and is now preparing to have the balers operational in June. Forklifts are a crucial piece of equipment utilized in the balefill operation for off-loading garbage bales from the balers and loading the garbage bales onto trailers to be transported to the landfill.

Bids were requested for one (1) new Duplex 7,000 lbs. forklift. On September 15, 2016, one (1) bid was received from one (1) local vendor. It was confirmed that Wyoming Machinery will honor the bid from September 15, 2016. The bid was as follows:

<u>Quoted Item</u>	<u>Vendor</u>	<u>Amount of Quote</u>	<u>Estimated Trade-In</u>	<u>Estimated Total</u>
New Caterpillar GP35N5 forklift	Wyoming Machinery	\$44,905.00	\$9,500.00	\$35,405.00

Financial Considerations
 Funding for this purchase comes from Budgeted Use of the Balefill Fund.

Oversight/Project Responsibility

This purchase will be made by Jason Shellabarger, Fleet Maintenance Manager in Support Services with oversight being transferred to Sean Orszulak, Solid Waste Superintendent in Public Services after the equipment is received.

Attachments

No attachments

May 25, 2017

TO: Liz Becher, Interim City Manager 

FROM: Andrew Beamer, Public Services Director
Cynthia Langston, Solid Waste Division Manager
Sean Orszulak, Solid Waste Superintendent

SUBJECT: Authorizing Purchase of Two (2) New Front End Wheel Loaders from Wyoming Machinery Company of Mills, Wyoming, in the Total Estimated Amount of \$629,714, for Use by the Solid Waste Division.

Meeting Type & Date:

Regular Council Meeting
June 6, 2017

Action Type:

Minute Action

Recommendation:

That Council, by minute action, authorize the sole source purchase of two (2) new front end wheel loaders from Wyoming Machinery Company of Mills, Wyoming (Wyoming Machinery), in the estimated total amount of \$629,714 to be used in the Solid Waste Division of the Public Services Department.

Summary:

At the May 23, 2017 Work Session, Council considered a recommendation from staff to approve a sole source purchase of two new front end wheel loaders (loaders) from Wyoming Machinery for use in the Solid Waste Division. These loaders operate in the biosolids yard, the compost yard, and garbage in the landfills and baler building. The set of Caterpillar loader attachments supporting these operations includes a 4-yard bucket, 6-yard grapple bucket, 8-yard light material bucket, and two sets of forks. The Caterpillar loaders and attachments are interchangeable for any operation in the division. The purchase of a front end loader from a manufacturer other than Caterpillar requires a complete set of attachments for the solid waste operations. Replacing Caterpillar loaders with Caterpillar loaders does not require a second set of attachments,

Staff recommended a sole source purchase based on these cost savings and information obtained from owners of loaders. This information was summarized to Council to support staff's recommendation and included Caterpillar loaders operating at a lower cost per hour and longer equipment life at a lower cost.

The two loader replacements are budgeted in FY17 due to age and hours of operation. The equipment quote from Wyoming Machinery Company included a 5-year warranty and maintenance plan. The trade-in values received on May 25, 2017 from Wyoming Machinery are included in the equipment quote as follows:

Quoted Item	Amount of Quote	Estimated Trade-In	Estimated Total
(1) New Caterpillar Front end Loader 950 to Replace Unit No. 141478	\$314,857	\$48,500	\$266,357
(1) New Caterpillar Frontend Loader 950 to Replace Unit No. 066195	\$314,857	\$42,500	\$272,357
TOTAL	\$629,714	\$91,000	\$538,714

Financial Considerations:

Project funding is from Balefill Fund Reserves and included in the Balefill FY17 budget.

Oversight/Project Responsibility:

Jason Shellabarger; Fleet Maintenance Manager, Support Services, for Purchase
Sean Orszulak, Solid Waste Superintendent, Public Services, for Oversight

Attachments:

No attachments