

COUNCIL MEETING AGENDA

**Casper City Council
City Hall, Council Chambers
Tuesday, April 2, 2019, 6:00 p.m.**



COUNCIL POLICY PUBLIC STATEMENTS

- I. Members of the Public Wishing to Speak to an Item Already on the Agenda, Other Than a Public Hearing, or Second or Third Reading Ordinance, Must Submit a Request to the City Clerk's Office by 12:00 Noon on the Monday Immediately Preceding the Council Meeting, or May Speak During the Communications From Persons Present.
- II. When Speaking to the City Council Please:
 - Clearly State Your Name and Address.
 - Direct all questions/comments to the Mayor and only the Mayor.
 - No personal attacks on staff or Council.
 - Speak to the City Council with Civility and Decorum.
- III. The City Council Will Not Respond to Any Comments or Questions Concerning Personnel Matters. Any Such Comments or Questions Will be Handled by the Appropriate Persons. Public Hearing Comments and Presentations Will be Limited to Five Minutes or Less per Person, nor Will Time Extensions be Permitted. No Duplication of Speakers will be Allowed.
- IV. Questions Posed by Speakers May, or May Not be Responded to by Council Members.
- V. Willful Disruption of, or the Breach of the Peace at, a Council Meeting may Result in the Removal of any Such Individuals or Groups from the Council Chambers.

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

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSIDERATION OF MINUTES OF THE MARCH 19, 2019 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON MARCH 26, 2019
4. CONSIDERATION OF MINUTES OF THE MARCH 19, 2019 EXECUTIVE SESSION – PROPERTY ACQUISITION AND PROPERTY DISPOSITION

We are **CASPER**

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

5. CONSIDERATION OF BILLS AND CLAIMS

6. BRIGHT SPOTS IN OUR COMMUNITY – NATIONAL SERVICE RECOGNITION DAY PROCLAMATION – SERVE WYOMING

7. COMMUNICATIONS

A. From Persons Present

8. ESTABLISH DATE OF PUBLIC HEARINGS

A. Consent

1. Establish April 16, 2019, as the Public Hearing Date for Consideration of:

a. Approving the **Vacation of a Portion of South Elm Street**, Between West Collins and West 8th Street.

b. New **Distillery Satellite Liquor License No. 1** for Backwards Distilling Company, LLC, d/b/a **Backwards Distilling Company Satellite**, Located at 214 South Wolcott.

9. PUBLIC HEARINGS

A. Resolution

1. Adoption of the **Fiscal Year 2019 Budget Amendment #2**.

B. By Minute Action, **Cancel Public Hearing and Re-establish April 16, 2019, as Public Hearing Date** for Consideration of Same.

1. Annexation and Plat a Portion of a Previously Abandoned WYDOT Right-of-way Located, and in the SE1/4SW1/4 of Section 18, Township 33 North, Range 79 West, 6th P.M., Natrona County Wyoming a Vacation and Replat of Lot 1, McNamara Heights Addition, to Create the **West Casper Commerce Center Addition**, Comprising 1.68 Acres, More or Less, Generally Located at the North East Corner of CY Avenue and South West Wyoming Boulevard; and Consideration of a Request to Establish the Zoning as C-2 (General Business).

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9. PUBLIC HEARINGS (continued)

C. Minute Action

1. Transfer of Location for **Retail Liquor License No. 21**, from Modern Electric Co, d/b/a Wyoming Bootlegger Liquor, Located at 240 & 242 West 1st Street to Modern Electric Co, d/b/a **Wyoming Bootlegger Liquor**, Located at **100 North Ash**.

10. THIRD READING ORDINANCE

- A. **Vacation and Replat** of Cabin Creek Estates No. 3, Lot 1, and Plat of a Portion of the Paradise Valley Golf Course, to Create **Cabin Creek No. 4**, Comprising 0.22-Acres, More or Less, Located on the West Side of Fairway Drive.

1. Communications from Persons Present

11. RESOLUTIONS

A. Consent

1. Authorizing a 3-Year Agreement with **Thomson Reuters** for **Westlaw Internet Legal Research Services** for the City Attorney's Office.
2. Authorizing an Agreement with **Whited Floor Surfacing**, in the Amount of \$51,250, for the **Rec Center Floor Refinishing Project**.
3. Authorizing an Agreement with JTL Group, Inc., dba **Knife River**, in the Amount of \$567,657, for the **2019 Residential Streets Improvements Project**.
4. Authorizing an Agreement with **Air Innovations**, in the Amount of \$29,652, for the **Baler Building Co-Ray-Vac Replacement Project**.
5. Authorizing and **Establishing Funding Guidelines** for the **City of Casper's Health Fund**.
6. Authorizing a Contract for Professional Services with **Geosyntec Consultants, Inc.**, in the Amount of \$177,851, for the **Casper Regional Landfill Lifetime Permit Annual Reporting and Monitoring Project**.
7. Authorizing the **2019 Council Goals**.

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12. MINUTE ACTION

A. Consent

1. Rejecting Bids for the **City Facilities Security Door Upgrades** Project.

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

14. ADJOURN INTO EXECUTIVE SESSION – LAND ACQUISITION

15. ADJOURNMENT

Upcoming Council meetings

Council meetings

6:00 p.m. Tuesday, April 16, 2019– Council Chambers

6:00 p.m. Tuesday, May 7, 2019 – Council Chambers

Work sessions

4:30 p.m. Tuesday, April 9, 2019 – Council Meeting Room

4:30 p.m. Tuesday, April 23, 2019– 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	OYD	Old Yellowstone District

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COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
March 19, 2019

1. ROLL CALL

Casper City Council met in regular session at 6:00 p.m., Tuesday, March 19, 2019. Present: Councilmembers Bates, Freel, Hopkins, Huber, Johnson, Lutz, Pacheco, and Mayor Powell. Absent: Councilmember Walsh. Moved by Councilmember Pacheco, seconded by Councilmember Freel, to, by minute action, excuse the absence of Councilmember Walsh. Motion passed.

2. PLEDGE OF ALLEGIANCE

Tim Cortez led the audience in the Pledge of Allegiance.

3. MINUTES

Moved by Councilmember Johnson, seconded by Councilmember Hopkins, to, by minute action, approve the minutes of the March 5, 2019, regular Council meeting, as published in the Casper-Star Tribune on March 15, 2019. Motion passed.

4. EXECUTIVE SESSION MINUTES

Moved by Councilmember Huber, seconded by Councilmember Pacheco, to, by minute action, approve the minutes of the March 5, 2019, executive session. Motion passed.

5. BILLS & CLAIMS

Moved by Councilmember Hopkins, seconded by Councilmember Freel, to, by minute action, approve payment of the March 19, 2019, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 03/19/19		
5TrailsRotary	Services	\$700.00
AAALandscaping	Services	\$420.00
ABaedke	Reimb	\$56.25
AMBI	Services	\$1,485.74
AndrnHunt	Services	\$91,007.00
Arcadis	Services	\$11,728.40
ArrowheadHeating	Services	\$552.50
Balefill	Services	\$43,419.47
BankOfAmerica	Goods	\$299,682.83
BHollenback	Refund	\$23.53
BigWestLndscp	Services	\$400.00
Caselle	Services	\$75.00
CasperElectric	Services	\$1,534.00
CasperPubSafetyComm	Services	\$5,624.50
CasperPubUtilities	Services	\$144.06
CDWGvmt	Goods	\$1,512.85

Centurylink	Services	\$16,884.85
CivilEngineeringProfessionals	Projects	\$28,872.25
CJCrowe	Reimb	\$75.00
CobanTech	Services	\$2,878.00
CollectionCenter	Services	\$1,174.92
CommTech	Goods	\$778.00
Comtronix	Services	\$732.00
CrimeSceneInfo	Services	\$109.87
CsprPD	Funding	\$94.16
D Jordan	Reimb	\$62.84
Dell	Goods	\$1,251.65
DesertMtn	Goods	\$33,456.94
DPCIndustries	Goods	\$7,064.48
DRuiz	Services	\$65.00
DvdsnFxdMgmt	Services	\$4,054.53
EconoliteControlProducts	Goods	\$19,645.60
EngDsgnAssoc	Services	\$500.00
EnvisionElect	Services	\$15,735.00
FirstData	Services	\$5,359.40
FirstInterstateBank	Services	\$464.64
GlobalSpect	Funding	\$111,682.77
GMonroe	Services	\$375.00
GolderAssociates	Services	\$7,129.47
GSGArchitecture	Services	\$15,078.21
GWilliamsInvst	Services	\$200.00
HDR Engineering	Projects	\$7,147.27
Hitek	Services	\$109.50
Homax	Goods	\$36,623.07
IndstrlContnrSvc	Goods	\$4,104.89
Installation&Svc	Projects	\$82,739.42
ISC	Supplies	\$25,060.62
JTLGroup	Services	\$163.35
KubwaterResources	Goods	\$5,398.90
LawOffHMYoungJr	Services	\$1,350.00
LisasSpicnSpan	Services	\$420.00
LongBuildingTech	Services	\$3,112.44
Lower&Co	Svc	\$1,000.00
MAnderson	Services	\$550.00
MBacca	Refund	\$32.04
MDay	Reimb	\$348.72
Motorola	Services	\$3,725.99
MthrSetonHsing	Funding	\$2,034.39
Nalco	Supp	\$16,330.32

Napa	Goods	\$159,584.69
NCSheriffsOffice	Funding	\$108,720.15
NicolaysenMuseum	Funding	\$43,508.54
Nlsn/GaardCnslt	Services	\$50,028.97
OfficeStateLands	Services	\$3,434.22
PCN	Services	\$19,601.30
Pepsi	Goods	\$188.30
PostalPros	Services	\$14,881.88
PowerScreening	Services	\$329.63
ProforceLawEnforcement	Goods	\$12,331.00
RamInsulation	Services	\$500.00
Region8Pretreatment	Services	\$225.00
RegionalWater	Services	\$247,674.14
RockyMtnPower	Services	\$295.72
Smarsh	Services	\$1,789.50
SpitzerElect	Refund	\$16.08
StealthPartnerGroup	Services	\$49,625.55
StellarProgramming	Services	\$2,281.25
Strata	Services	\$20,174.12
ThatcherCo	Goods	\$8,400.02
TopOffice	Goods	\$133.30
TretoConstruction	Projects	\$115,214.75
TrihydroCorp	Projects	\$125.00
UrgentCare	Services	\$1,480.00
WardwellWater&Sewer	Services	\$14.00
WERCSCommunications	Services	\$1,507.28
WestPlainsEngineering	Services	\$1,000.00
WstrnStsFire	Supp	\$71,859.30
WyDeptRevenue	Taxes	\$696,049.67
WyFireChiefsAssoc	Services	\$250.00
WyLawEnforcementAcademy	Services	\$6,269.00
WyMachinery	Goods	\$394,651.61
WyRetirement	Funding	\$200.79
WyRetirementPD	Svc	\$97,620.24
WYTrnsfr	Services	\$1,000.00
ZollMedical	Supplies	\$196,449.81
Zunesis	Services	\$10,111.19
		\$3,259,867.63

6. COMMUNICATIONS FROM PERSONS PRESENT

Individuals addressing the Council were: Henry Cundy, 412 S. Jefferson, requesting Council reconsider the speed limit change in the vicinity of the hospital; and Keith Rolland, 542 S. Durbin, inquiring about taxicab meter rates and policies.

7. ESTABLISH PUBLIC HEARINGS

Moved by Councilmember Johnson, seconded by Councilmember Hopkins, to, by minute action, establish April 2, 2019, as the public hearing date for the consideration of:

a. annexation and plat a portion of a previously abandoned WYDOT right-of-way located, and in the SE1/4SW1/4 of Section 18, Township 33 North, Range 79 West, 6th P.M., Natrona County Wyoming a vacation and replat of Lot 1, McNamara Heights Addition, to create the West Casper Commerce Center Addition, comprising 1.68 Acres, more or less, generally located at the North East Corner of CY Avenue and South West Wyoming Boulevard; and consideration of a request to establish the Zoning as C-2 (General Business);

b. adoption of the fiscal year 2019 budget amendment #2;

c. transfer of location for Retail Liquor License No. 21, from Modern Electric Co, d/b/a Wyoming Bootlegger Liquor, located at 240 & 242 West 1st Street to Modern Electric Co, d/b/a Wyoming Bootlegger Liquor, located at 100 North Ash; and

Establish April 16, 2019, as the public hearing date for the consideration of the sale of City -owned property located at 560, 542, 524 and 518 North Center Street, described as Lots 1, 2, 3, 4, 5, 6, 7, and 8, Block 2, Liberty Addition to the City of Casper, Wyoming, for economic development purposes pursuant to W.S. § 15- 1- 112(b)(i)(D).

Motion passed.

8.A ORDINANCE— THIRD READING

Following ordinance read:

ORDINANCE NO. 5-19

AN ORDINANCE AMENDING CHAPTER 10 OF THE
CASPER MUNICIPAL CODE PERTAINING TO
ABANDONED VEHICLES

WHEREAS, the presence of abandoned vehicles on the streets of the City of Casper is a detriment to the health, welfare, and safety of the public; and,

WHEREAS, the removal of abandoned vehicles will be better accomplished with the aid of a more clearly worded ordinance pertaining thereto.

NOW, THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That Chapter 10 of the Casper Municipal Code is hereby amended as follows:

Chapter 10.12.020 State registration and licensing required.

It is unlawful for any person to own or operate a mote vehicle upon the public streets, alleys or highways of the city without first having registered the vehicle, obtained a license therefore and affixed thereto such license plates as are required, all in accordance with the applicable laws of the state pertaining to the licensing and registering of vehicles, as such laws now exist and as the same may from time to time be amended.

Chapter 10.60 — REMOVAL OF ABANDONED VEHICLES

Article I. — General Removal Procedures

Pursuant to W.S. 31-13-103, the following Code provisions are adopted.

10.60.010 — Authorization to remove and store vehicles.

Whenever any police officer finds a vehicle unattended upon any street, alley or other public property where such vehicle constitutes an obstruction to traffic or for other reasons set forth in Section 10.60.020, such officer is authorized to provide for the removal of such vehicle to the nearest city garage or other place of safety designated by

the chief of police or his appointed authority, at the expense of the registered owner thereof. (Prior code § 24-116)

10.60.020 — Circumstances requiring removal of vehicle.

Members of the police department are authorized to remove a vehicle from a street or highway or restricted parking area to the city garage or other place of safety under the circumstances hereinafter enumerated:

A. When any vehicle is left unattended upon any bridge or viaduct or in any subway, where such vehicle constitutes an obstruction to traffic;

B. When a vehicle upon a highway is so disabled as to constitute an obstruction to traffic and the person or persons in charge of the vehicle are by reason of physical injury incapacitated to such an extent as to be unable to provide for its custody or removal;

C Reserved;

D. When the driver of such vehicle is taken into custody by the police department and such vehicle would thereby be left unattended upon a street, highway or restricted parking area;

E. When such vehicle is found being driven on the streets or highways and is not in proper condition to be driven; (Prior code § 24-117) (Ord. No. 10-11, § 1, 3-1-2011)

10.60.030 — Private wrecker service and places of storage — Charges set by council resolution.

The chief of police is authorized to provide for the removal of vehicles under this chapter by private wrecker services and to provide for places of storage. No vehicle removed under this chapter shall be released therefrom until such charges for towing such vehicle into storage and storage charges have been paid by the registered owner thereof. The charge for towing, storage or removal of such vehicle shall be fixed by the city council by resolution from time to time; provided, however, that when in the judgment of the chief of police a vehicle has been removed through no fault of the owner, and where the levying of such charges would be unjust, such towing, storage and removal charges shall be paid out of the city's general fund if such charges were incurred through the towing, storage or removal by a private service. (Prior code § 24-118)

10.60.040 — Notice to owner.

Whenever an officer removes a vehicle from a street as authorized in this chapter and the officer knows or is able to ascertain from the registration or other records in the vehicle or otherwise the name and address of the owner thereof, such officer shall immediately give or cause to be given notice in writing to such owner of the fact of such removal, the reasons therefor and of the place to which such vehicle has been removed.

(Prior code § 24-119)

10.60.050 — Procedure when owner unknown.

Whenever an officer removes a vehicle from a street under this chapter and does not know and is not able to ascertain the name of the owner, or for any other reason is unable to give the notice to the owner as hereinbefore provided, and in the event the vehicle is not returned to the owner within a period of three days, then and in that event the chief of police may consider that the vehicle may have been stolen and shall immediately send or cause to be sent a written report of such removal by mail to the state department, whose duty it is to register vehicles. Such notice shall include a complete description of the vehicle, the date, time and place from which removed, the reasons for such removal, and name of the garage or place where the vehicle is stored, with the request that the owner of such vehicle be notified immediately. (Prior code § 24-120)

10.60.060 — Disposal of vehicles.

Any vehicle left unattended on public or private property without the express consent of the owner or person in lawful possession or control of such property, for a period in excess of five days, shall be deemed to be abandoned and shall be disposed of in the manner provided in this chapter. (Prior code § 24-121)

Article II. — Abandoned Vehicles

10.60.070 — Prohibited where — Exceptions — Removal procedure.

A. No person shall abandon a vehicle on the streets, alleys or public property of the city.

B. Reserved.

C. Any police officer who has reasonable grounds to believe that a vehicle has been abandoned may remove the vehicle, or cause it to be removed at the expense of the owner. Removal of an abandoned vehicle from private property shall be upon the written request, upon a form prescribed by the department of revenue, of the owner or person in lawful possession or control of the property. The police department shall immediately send, or cause to be sent, a written report of such removal to the department of revenue, which report shall include a description of the vehicle, the date, time and place of removal, the grounds for removal and the place of impoundment of such vehicle.

D. For purposes of this section, a vehicle shall be presumed to be abandoned if it is left unattended on a street, alley or other public ground for more than twenty-four hours after a notice of intent to remove has been placed on it pursuant to paragraph E of this section, or private property without express consent of the owner or person in lawful possession or control of the property more than five days after a notice of intent to remove has been placed on it pursuant to paragraph E of this section.

E. A notice of intent to remove an abandoned vehicle by a police officer shall be placed in a prominent position on a vehicle when a police officer reasonably believes it is abandoned. The notice of intent shall remain on the vehicle at least twenty-four hours prior to removal by a police officer if abandoned on a street, alley, or any other public ground, and five days if abandoned on private property. (Prior code § 24-121.1)

(Ord. No. 10-11, §§ 2, 3, 3-1-2011)

10.60.080 — Abandonment presumed when — Exceptions.

A. For the purpose of this section, a vehicle shall be presumed to be abandoned if it is in an inoperable condition and is not currently registered, or shows other indicia leading a reasonable person to believe the vehicle has been abandoned, including, but not limited to obvious signs of inoperability such as flat or missing tires, obvious mechanical defects, the accumulation of weeds or detritus around the vehicle, or the fact that the vehicle is not parked within one hundred (100) feet of the registered owner's address and has not moved for a period of five (5) days or more.

B. This section and the provisions contained in this code concerning storage of wrecked, disabled vehicles and junk, shall not apply to:

1. Antique or historic motor vehicles as defined in Section 31-1-101 of the Wyoming Statutes; provided same are licensed pursuant to Section 31-3-102 of the Wyoming Statutes;
2. Vehicles kept in an enclosed garage or storage building; provided same are not visible from any other land or public way;
3. Vehicles used for riprap on rivers, streams or reservoirs, or for erosion control;
4. Vehicles used for educational or instructional purposes at any public school;
5. Vehicles or junk in the custody of the city being stored pending disposal;

6. Vehicles and junk at junkyards which are licensed under, and in compliance with, the laws of the city. (Ord. 19-86, 1986: prior code § 24-121.2)

10.60.090 — Storage and towing fees set by council resolution.

All storage and towing fees shall be established by the city council by resolution. (Prior code § 24-121.4)

10.60.100 — Disposal of vehicles.

All abandoned vehicles removed under the provisions of this chapter may be disposed of in accordance with Section 31-13-106 et seq., of the Wyoming Statutes, 1977, as amended. PASSED on 1st reading the 19th day of February, 2019.

PASSED on 2nd reading the 5th day of March, 2019.

PASSED, APPROVED, AND ADOPTED on third and final reading the 19th day of March, 2019.

Councilmember Johnson presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Freel. There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

8.B ORDINANCE— THIRD READING

Following ordinance read:

ORDINANCE NO. 6-19

AN ORDINANCE ADOPTING AND APPROVING THE RIGHT-OF-WAY SMALL WIRELESS FACILITY IMPLEMENTATION COST STUDY AND FEE STRUCTURE DEVELOPMENT REPORT; AND, THE SMALL WIRELESS FACILITIES RECOMMENDED REQUIREMENTS.

WHEREAS, last year, Council passed an ordinance updating section 17.12.124 of the Casper Municipal Code (*Wireless Communication Facilities Regulations*); and,

WHEREAS, on September 27, 2018, the FCC released a *Declaratory Ruling and Third Report and Order* ("Order") that limits state and local management of wireless communication facilities, and the associated fees for use of the rights-of-way and public property in the rights-of-way.

WHEREAS, the Ruling and Order took effect on January 14, 2019; and,

WHEREAS, based on the Order, the City needed to perform cost study and develop implementation recommendations to determine its reasonable, non-discriminatory fees for use of its rights-of-way; and,

WHEREAS, on December 11, 2018, Council approved a contract with Thomas F. Duchon & Associates, Inc., d/b/a River Oaks Communications Corporation ("Consultant") to perform that work; and,

WHEREAS, the Consultant has completed the cost study and implementation recommendations; and,

WHEREAS, members of each City department reviewed the study and implementation recommendations; and,

WHEREAS, all City departments concur with the cost study and implementation recommendations, and recommend their adoption; and,

WHEREAS, it is important for the City to use the cost study and implementation recommendations as soon as possible, so it can be in compliance with the Order, assist

with the rapid deployment of wireless communication facilities, and collect reasonable, non-discriminatory amounts for the use of its rights-of-way.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the ***Final Report: Right-of-Way Small Wireless Facility Implementation Cost Study and Fee Structure Development Report for the City of Casper***, dated January 30, 2019, is hereby adopted and approved.

BE IT FURTHER RESOLVED: That the ***Small Wireless Facilities Recommended Requirements for the City of Casper***, Wyoming, dated January 30, 2019, is hereby adopted and approved.

BE IT FURTHER RESOLVED: That the City Manager or his designee shall implement, authorize and modify the requirements of the above-described documents as reasonably necessary in the interest of the City, and in a reasonable, non-discriminatory manner.

PASSED on 1st reading the 19th day of February, 2019.

PASSED on 2nd reading the 5th day of March, 2019.

PASSED, APPROVED, AND ADOPTED on third and final reading the 19th day of March, 2019.

Councilmember Pacheco presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Hopkins. There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

9. ORDINANCE— SECOND READING

Following ordinance read:

ORDINANCE NO. 7-19

AN ORDINANCE APPROVING THE CABIN CREEK ESTATES NO. 4 SUBDIVISION AGREEMENT AND THE FINAL PLAT OF CABIN CREEK ESTATES NO. 4, COMPRISING 0.22 ACRES, MORE OR LESS.

Councilmember Huber presented the foregoing ordinance for approval, on second reading. Seconded by Councilmember Johnson. There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

10. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 19-41

A RESOLUTION AUTHORIZING AN AGREEMENT WITH CASPER ELECTRIC, INC., FOR THE DOWNTOWN PARKING STRUCTURE LIGHTING UPGRADES, PROJECT NO. 18-071.

RESOLUTION NO. 19-42

A RESOLUTION AUTHORIZING AN AGREEMENT WITH WAYNE COLEMAN CONSTRUCTION, INC., FOR THE 2019 CPU ASPHALT REPAIR PROJECT NO. 19-001.

RESOLUTION NO. 19-43

A RESOLUTION AUTHORIZING AN AGREEMENT WITH 71 CONSTRUCTION, FOR CRL SANITARY SEWER IMPROVEMENTS, PROJECT NO. 18-011.

RESOLUTION NO. 19-44

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH CIVIL ENGINEERING PROFESSIONALS, INC., FOR DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE INTERSTATE 25 & CASPER MARGINAL BEAUTIFICATION, PROJECT NO. 18-044.

RESOLUTION NO. 19-45

A RESOLUTION AUTHORIZING AN AGREEMENT WITH TRANSMISSION DISTRIBUTION SERVICE, LLC, DBA TDS CONSTRUCTION, FOR THE VERDA JAMES PEDESTRIAN OVERPASS PROJECT NO. 18-010.

RESOLUTION NO. 19-46

A RESOLUTION RENAMING PARKWAY PLAZA DRIVE TO WEST E STREET, LOCATED IN THE LIBERTY ADDITION, AND AUTHORIZING AND DIRECTING THE RESOLUTION TO BE RECORDED IN THE OFFICE OF THE NATRONA COUNTY CLERK.

RESOLUTION NO. 19-47

A RESOLUTION AUTHORIZING AN AGREEMENT WITH THE NATRONA COUNTY TRAVEL AND TOURISM COUNCIL FOR GROUP TICKET SALES TO THE COLLEGE NATIONAL FINALS RODEO, TO BE HELD AT THE CASPER EVENTS CENTER.

RESOLUTION NO. 19-48

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO THE AGREEMENT WITH TRETO CONSTRUCTION, LLC, FOR THE MIDWEST AVENUE RECONSTRUCTION ELM STREET TO DAVID STREET, PROJECT NO. 17-031.

Councilmember Bates presented the foregoing eight (8) resolutions for adoption. Seconded by Councilmember Johnson. City Manager Napier provided a brief report. Motion passed.

11. MINUTE ACTION— CONSENT

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

1. authorize the appointment of Andrea Covert to the Leisure Services Advisory Board.
2. reject the bid for the Casper Regional Landfill Equipment GPS Project.
3. authorize the discharge of \$15,496.55 uncollectible accounts receivable balances, aged between the date of October 2, 2013 and December 31, 2013, including more recent estate liquidations and bankruptcies.
4. authorize the purchase of six (6) Zoll X Series cardiac monitors for use by the Fire-EMS Department and in the total amount of \$196,449.81.
5. application for taxicab company license for Oil City Cabs, located at 3030 East 5th Street.
6. authorize the appointment of Councilmember Bates to the Historic Preservation Commission.

Motion passed.

12. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmember Freel inquired about the school zone along 12th for Centennial Junior High School, which Councilmember Bates addressed. City Manager Napier indicated he would also follow up on the matter. Councilmembers also spoke on meetings and events they attended and complimented City staff on their efforts during the recent snow storm.

13. ADJOURN INTO EXECUTIVE SESSION

Mayor Powell noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, March 26, **2019, in the Council's meeting room; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, April 2, 2019, in the Council Chambers.**

At 6:38 p.m., it was moved Councilmember Pacheco, seconded by Councilmember Freel, to adjourn into executive session to discuss property acquisition and property disposition. Motion passed. Council moved into the Council meeting room.

At 6:54 p.m., it was moved by Councilmember Johnson, seconded by Councilmember Lutz, to adjourn the executive session. Council returned to the Council Chambers.

X. ADJOURNMENT

At 6:54 p.m., it was moved by Councilmember Pacheco, seconded by Councilmember Johnson, to adjourn the regular Council meeting. Motion passed.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

A.M.B.I. & SHIPPING, INC.	19-02-295 POSTAGE	\$0.60
	Subtotal for Cost Center City Manager:	\$0.60
	19-02-301 POSTAGE	\$0.60
	Subtotal for Cost Center Council:	\$0.60
	19-02-296 POSTAGE	\$36.50
	Subtotal for Cost Center Engineering:	\$36.50
	19-02-299 POSTAGE	\$12.45
Subtotal for Cost Center Fort Caspar:	\$12.45	
19-02-303 POSTAGE	\$18.04	
Subtotal for Cost Center Human Resources:	\$18.04	
19-02-305 POSTAGE	\$4.20	
Subtotal for Cost Center Property & Liability Insurance:	\$4.20	
Vendor Subtotal:	<hr/> \$72.39	
ADAM RAVER	RIN0029351 TRAVEL & TRAINING	\$21.00
	Subtotal for Cost Center Information Services:	\$21.00
	Vendor Subtotal:	<hr/> \$21.00
ALYSSA BAEDKE	RIN0028989 CLOTHING REIMBURSEMENT	\$69.27
	Subtotal for Cost Center Police:	\$69.27
	Vendor Subtotal:	<hr/> \$69.27
AMERICAN TITLE AGENCY, INC.	2019-0567 OTHER CONTRACTUAL	\$125.00
	Subtotal for Cost Center Special Revenue:	\$125.00
	2019-0465 O&E RPRT FOR AIRPORT WATERLINE	\$125.00
	Subtotal for Cost Center Water Treatment Plant:	\$125.00
Vendor Subtotal:	<hr/> \$250.00	
ARROWHEAD HEATING &	12731 FEB FILTER CHANGE	\$83.92

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

AIR CONDITIONING	12732 OTHER CONTRACTUAL	\$552.50
	12730 OTHER CONTRACTUAL	\$180.00
	Subtotal for Cost Center Balefill:	\$816.42
	Vendor Subtotal:	\$816.42
ATLANTIC ELECTRIC, INC	7901 RETAINAGE	-\$297.54
	Subtotal for Cost Center General - Streets:	-\$297.54
	7888 Pole replacement claim 1741CA	\$9,900.00
	7887 Pole replacement claim 1992CA	\$9,775.00
	Subtotal for Cost Center Property & Liability Insurance:	\$19,675.00
	7901 #16-008 2018 LUMINAIRE SERVICE	\$18,001.27
	Subtotal for Cost Center Streets:	\$18,001.27
	Vendor Subtotal:	\$37,378.73
BADEN, MICHAEL E.	0032833697 UTILITY REFUND	\$17.42
	Subtotal for Cost Center Water:	\$17.42
	Vendor Subtotal:	\$17.42
BAKER & HOSTETLER LLP	50579553 Cyber services claim 1688CA	\$1,619.50
	Subtotal for Cost Center Property & Liability Insurance:	\$1,619.50
	Vendor Subtotal:	\$1,619.50
BART WILLADSON	03129 CLOTHING ALLOWANCE	\$21.90
	Subtotal for Cost Center Water:	\$21.90
	Vendor Subtotal:	\$21.90
BLACK HILLS ENERGY	AP000183030619 NATURAL GAS	\$5,428.24
	AP000232031119 NATURAL GAS	\$309.75
	Subtotal for Cost Center Aquatics:	\$5,737.99
	RIN0029402 NATURAL GAS	\$15.75
	RIN0029402 LATE FEE	\$0.83

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

AP000229031119 NATURAL GAS	\$4,392.76
Subtotal for Cost Center Balefill:	\$4,409.34
AP000187030719 NATURAL GAS	\$293.20
Subtotal for Cost Center Buildings & Structures:	\$293.20
AP000226030619 NATURAL GAS	\$403.26
Subtotal for Cost Center Cemetery:	\$403.26
AP000187030719 NATURAL GAS	\$38.28
AP000187030719 NATURAL GAS	\$192.34
AP000187030719 NATURAL GAS	\$852.63
AP000227030719 NATURAL GAS	\$1,566.91
Subtotal for Cost Center City Hall:	\$2,650.16
AP000247032019 NATURAL GAS	\$184.21
AP000230031119 NATURAL GAS	\$3,204.78
AP000247031119 NATURAL GAS	\$458.41
Subtotal for Cost Center Fire:	\$3,847.40
AP000194031119 NATURAL GAS	\$2,982.37
Subtotal for Cost Center Fleet Maintenance:	\$2,982.37
AP000195030719 NATURAL GAS	\$575.39
Subtotal for Cost Center Fort Caspar:	\$575.39
AP000188030619 NATURAL GAS	\$461.73
Subtotal for Cost Center Golf Course:	\$461.73
AP000184030619 NATURAL GAS	\$1,236.63
Subtotal for Cost Center Ice Arena:	\$1,236.63
AP000192031119 NATURAL GAS	\$1,310.55
Subtotal for Cost Center Metro Animal:	\$1,310.55
AP000222031119 NATURAL GAS	\$216.86
Subtotal for Cost Center Parks:	\$216.86
AP000191030719 NATURAL GAS	\$1,369.99
Subtotal for Cost Center Recreation:	\$1,369.99
AP000193030719 NATURAL GAS	\$17.99
Subtotal for Cost Center Sewer:	\$17.99

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

AP000228031119 NATURAL GAS	\$9,586.26
Subtotal for Cost Center Waste Water:	\$9,586.26

AP000231030819 NATURAL GAS	\$1,912.59
Subtotal for Cost Center Water:	\$1,912.59

RIN0029379 ENERGY HEAT	\$8,743.26
Subtotal for Cost Center Water Treatment Plant:	\$8,743.26

Vendor Subtotal:	\$45,754.97
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CASPAR BUILDING SYSTEMS, INC.

BB010 BALER BUILDING EXPANSION PROJ	\$189,247.00
Subtotal for Cost Center Balefill:	\$189,247.00

BB010 RETAINAGE	-\$18,924.70
MRF09 BALER BUILDING EXPANSION PROJE	\$125,811.00
MRF09 RETAINAGE	-\$7,502.12
Subtotal for Cost Center Refuse Collection:	\$99,384.18

Vendor Subtotal:	\$288,631.18
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CASPER AREA TRANSPORTATION COALITION

5606 CATC COMPUTER GRANT	\$2,525.44
Subtotal for Cost Center C.A.T.C.:	\$2,525.44

Vendor Subtotal:	\$2,525.44
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CASPER LEAGUE OF WOMEN VOTERS

RIN0029392 BROCHURES	\$887.70
Subtotal for Cost Center Council:	\$887.70

Vendor Subtotal:	\$887.70
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CASPER POLICE DEPARTMENT

RIN0029374 LEGAL/MEDICAL	\$80.00
Subtotal for Cost Center Police:	\$80.00

RIN0029384 LEGAL/MEDICAL	\$90.00
RIN0029411 LEGAL/MEDICAL	\$119.01
RIN0029389 LEGAL/MEDICAL	\$100.00
Subtotal for Cost Center Police Grants:	\$309.01

Vendor Subtotal:	\$389.01
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Bills & Claims

03/20/2019 to 04/02/2019

CASPER STAR TRIBUNE - LEGAL ADS ONLY	51485 BIDS WEED MOWING	\$298.44
	Subtotal for Cost Center Code Enforcement:	\$298.44
	Vendor Subtotal:	\$298.44
CASPER STAR-TRIBUNE, INC.	52131 REQUEST FOR PROPOSAL	\$8.58
	52131 REQUEST FOR PROPOSAL	\$81.66
	Subtotal for Cost Center Metropolitan Planning:	\$90.24
Vendor Subtotal:	\$90.24	
CENTRAL PAINT & BODY	33379 CONTRACT EXPENSES	\$2,197.40
	33362 CONTRACT EXPENSES	\$1,868.25
	33416 CONTRACT EXPENSES	\$1,114.60
	Subtotal for Cost Center Fleet Maintenance:	\$5,180.25
Vendor Subtotal:	\$5,180.25	
CENTURYLINK	RIN029266 GAS SYSTEM ANALOGUE LINES	\$98.21
	RIN029266 LATE FEE	\$7.00
	Subtotal for Cost Center Balefill:	\$105.21
	RIN0029383 PHONE USE	\$140.84
	Subtotal for Cost Center Fleet Maintenance:	\$140.84
	RIN0029381 PHONE USE	\$154.58
	Subtotal for Cost Center Metro Animal:	\$154.58
	RIN0029397 PHONE USE	\$46.79
	Subtotal for Cost Center Municipal Court:	\$46.79
	RIN0029380 PHONE USE	\$276.97
Subtotal for Cost Center Recreation:	\$276.97	
RIN0029401 PHONE USE	\$43.54	
RIN0029405 PHONE USE	\$64.78	
Subtotal for Cost Center Sewer:	\$108.32	
RIN0029382 PHONE USE	\$154.60	

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

Subtotal for Cost Center Waste Water: **\$154.60**

Vendor Subtotal: **\$987.31**

CIGNA HEALTH & LIFE INSURANCE COMPANY

2432518 PLAN ADMIN FEES \$11,741.47

Subtotal for Cost Center Health Insurance: **\$11,741.47**

Vendor Subtotal: **\$11,741.47**

CITY OF CASPER

172459 FEB 2019 FUEL CHARGES \$5,520.23

172459 FEB 2019 FUEL CHARGES \$5,520.22

172460 FEB 2019 WORKORDER CHARGES \$1,062.71

172460 FEB 2019 WORKORDER CHARGES \$4,250.86

5128/172460 FEB 2019 WORKORDER CHARGES \$5,313.57

Subtotal for Cost Center C.A.T.C.: **\$21,667.59**

5128/172613 MARCH 2019 \$581.98

5128/172613 MARCH 2019 \$5,537.64

Subtotal for Cost Center Metropolitan Planning: **\$6,119.62**

Vendor Subtotal: **\$27,787.21**

CITY OF CASPER - BALEFILL

525/172543 BALEFILL \$17.64

525/172707 BALEFILL \$15.00

Subtotal for Cost Center Hogadon: **\$32.64**

247/172436 DELIVERY AND REMOVAL FEE \$34.00

Subtotal for Cost Center Parks: **\$34.00**

2772-172679 BALEFILL \$5,409.60

2772/172581-590 BALEFILL \$8,270.22

2772/172561 BALEFILL \$7,305.41

2772/172546 BALEFILL \$5,708.01

2772/172651 BALEFILL \$5,563.46

2772/172708 BALEFILL \$4,656.47

2772/172728 BALEFILL \$4,826.99

2772/172412-432 BALEFILL \$50,183.18

2772/172516 BALEFILL \$5,373.64

2772/172486 BALEFILL \$5,519.36

2772/172457 BALEFILL \$4,613.65

Subtotal for Cost Center Refuse Collection: **\$107,429.99**

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

1276/172677 BALEFILL	\$109.27
1276/172579 BALEFILL	\$85.75
1276/172542 BALEFILL	\$124.95
1276/172482 BALEFILL	\$93.10
Subtotal for Cost Center Waste Water:	\$413.07

Vendor Subtotal:	\$107,909.70
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COBAN TECH. INC.

19100 COBAN EQUIPMENT	\$750.00
19099 COBAN EQUIPMENT	\$1,110.00
Subtotal for Cost Center Police:	\$1,860.00

Vendor Subtotal:	\$1,860.00
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COLLECTION CENTER INC.

974000000360 COLLECTION FEE	\$255.81
Subtotal for Cost Center Code Enforcement:	\$255.81

97000000440 COLLECTION FEE	\$161.46
Subtotal for Cost Center Refuse Collection:	\$161.46

97000000440 COLLECTION FEE	\$122.71
Subtotal for Cost Center Sewer:	\$122.71

97000000440 COLLECTION FEE	\$361.68
Subtotal for Cost Center Water:	\$361.68

Vendor Subtotal:	\$901.66
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COMMUNICATION TECHNOLOGIES, INC.

85052 EQUIPMENT	\$6,488.76
85109 EQUIPMENT	\$721.00
85108 EQUIPMENT	\$721.00
85106 EQUIPMENT	\$721.00
85101 EQUIPMENT	\$721.00
85107 EQUIPMENT	\$721.00
85100 EQUIPMENT	\$721.00
85102 EQUIPMENT	\$721.00
80151 STRIP UNIT\	\$412.00
79647 REPAIR TO UNIT 258	\$103.00
Subtotal for Cost Center Police:	\$12,050.76

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

Vendor Subtotal: **\$12,050.76**

**COMPRESSION LEASING
SERVICES, INC.**

30888 OTHER CONTRACTUAL \$899.03
Subtotal for Cost Center Balefill: **\$899.03**

Vendor Subtotal: **\$899.03**

COMTRONIX, INC.

20059658 ALARM MONITORING \$183.00
Subtotal for Cost Center Metro Animal: **\$183.00**

20059661 ALARM MONITORING \$119.85
Subtotal for Cost Center Police: **\$119.85**

Vendor Subtotal: **\$302.85**

**CORPPRES BISHOP CHURCH
LD**

0032833699 UTILITY REFUND \$49.25
Subtotal for Cost Center Water: **\$49.25**

Vendor Subtotal: **\$49.25**

CORY W BANGERTER

773745 TRAGEDY & TRIUMPH \$152.50
Subtotal for Cost Center General - Fort Caspar: **\$152.50**

Vendor Subtotal: **\$152.50**

COWDIN CLEANING

201298 MAINTENANCE AGREEMENTS \$748.00
Subtotal for Cost Center Buildings & Structures: **\$748.00**

Vendor Subtotal: **\$748.00**

**CRIME SCENE
INFORMATION**

157-12-085 APRIL 2019 \$109.87
Subtotal for Cost Center Police: **\$109.87**

Vendor Subtotal: **\$109.87**

**DAVIDSON MECHANICAL,
INC.**

73721 REPAIRS \$768.59
Subtotal for Cost Center Police: **\$768.59**

Bills & Claims

03/20/2019 to 04/02/2019

	Vendor Subtotal:	\$768.59
DELL MARKETING LP	10297165161 5 PC'S	\$1,900.40
	10297165161 3 PC'S	\$1,140.24
	Subtotal for Cost Center Finance:	\$3,040.64
	10302268130 SUPPLIES- OFFICE PRO	\$380.08
	Subtotal for Cost Center Fire:	\$380.08
	10302268164 SUPPLIES- OFFICE PRO	\$380.08
	Subtotal for Cost Center Police:	\$380.08
	10302329505 ACROBAT PRO	\$111.41
	Subtotal for Cost Center Water:	\$111.41
	Vendor Subtotal:	\$3,912.21
DELTA DENTAL PLAN OF WY.	RIN0029395 DENTAL PREMIUMS	\$1,568.00
	RIN0029396 DENTAL INSURANCE	\$32,625.39
	Subtotal for Cost Center Health Insurance:	\$34,193.39
	Vendor Subtotal:	\$34,193.39
DESERT MTN. CORP.	18-65675 ICE SLICER	\$5,281.20
	18-65674 ICE SLICER	\$4,498.18
	18-64754 ICE SLICER	\$4,411.57
	Subtotal for Cost Center Streets:	\$14,190.95
	Vendor Subtotal:	\$14,190.95
DRUG TESTING SVCS. OF NATRONA CO.	24071 LEGAL/MEDICAL	\$95.00
	Subtotal for Cost Center Police:	\$95.00
	Vendor Subtotal:	\$95.00
ENGINEERING DESIGN ASSOCIATES	10814 MAINTENANCE AGREEMENTS	\$5,450.00
	Subtotal for Cost Center Buildings & Structures:	\$5,450.00

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

Vendor Subtotal:	\$5,450.00
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ENVISION ELECTRIC INC	6373 LIGHTING	\$1,925.00
	Subtotal for Cost Center Water:	\$1,925.00

Vendor Subtotal:	\$1,925.00
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FAITH A CONAWAY	RIN0029356 CHARACTERS	\$95.00
	Subtotal for Cost Center Recreation:	\$95.00

Vendor Subtotal:	\$95.00
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FIRST DATA MERCHANT SVCS CORP.	REMI1385901 FEB 2019 SERVICES	\$105.81
	Subtotal for Cost Center Cemetery:	\$105.81

	REMI1379839 JANUARY 2019	\$974.11
	Subtotal for Cost Center Hogadon:	\$974.11

Vendor Subtotal:	\$1,079.92
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FIRST INTERSTATE BANK	6405998 PROGRAMS & PROJECTS	\$12.00
	Subtotal for Cost Center Human Resources:	\$12.00

Vendor Subtotal:	\$12.00
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FIRST INTERSTATE BANK - PETTY CASH	RIN0029410 PETTY CASH	\$138.00
	RIN0029410 PETTY CASH	\$21.00
	Subtotal for Cost Center Police:	\$159.00

Vendor Subtotal:	\$159.00
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GARNER, CALEY	0032833698 UTILITY REFUND	\$12.29
	Subtotal for Cost Center Water:	\$12.29

Vendor Subtotal:	\$12.29
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GEOSYNTEC CONSULTANTS	33365863 CRL ANNUAL MONITORING/REPORTIN	\$4,586.60
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Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

INC	Subtotal for Cost Center Balefill:	\$4,586.60
	Vendor Subtotal:	\$4,586.60
GW MECHANICAL, INC.	SV-5019 FEB 2019 SERVICES	\$11,630.00
	Subtotal for Cost Center Metro Animal:	\$11,630.00
	Vendor Subtotal:	\$11,630.00
HICKEL, COURTNEY	0032833696 UTILITY REFUND	\$30.48
	Subtotal for Cost Center Water:	\$30.48
	Vendor Subtotal:	\$30.48
HOLTHOUSE APPRAISAL GROUP	8970 APPRAISALS RE:F55	\$3,000.00
	Subtotal for Cost Center Special Revenue:	\$3,000.00
	Vendor Subtotal:	\$3,000.00
HOMAX OIL SALES, INC.	CL93038 FEBRUARY FUEL	\$2,897.31
	CL93539 FEBRUARY FEUL	\$530.27
	Subtotal for Cost Center Water:	\$3,427.58
	Vendor Subtotal:	\$3,427.58
HOPPER DISPOSAL, INC	1802 DISPOSAL/SHRED OR REMOVE TIRES	\$10,669.00
	1802 OTHER CONTRACTUAL	\$35,132.00
	Subtotal for Cost Center Balefill:	\$45,801.00
	Vendor Subtotal:	\$45,801.00
JERAMIE WATSON	RIN0029406 BOOT REIMBURSEMENT	\$75.00
	Subtotal for Cost Center Cemetery:	\$75.00
	Vendor Subtotal:	\$75.00
JON PETERSON	RIN0029050 CLOTHING REIMBURSEMENT	\$138.95

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

Subtotal for Cost Center Police: **\$138.95**

Vendor Subtotal: **\$138.95**

KRISTIN SVOBODA

RIN0029407 CLOTHING REIMBURSEMENT \$100.00

Subtotal for Cost Center Parks: **\$100.00**

Vendor Subtotal: **\$100.00**

KRISTINE SUBA

RIN0029413A CLOTHING ALLOWANCE \$99.71

Subtotal for Cost Center Refuse Collection: **\$99.71**

Vendor Subtotal: **\$99.71**

LAW OFFICE OF HAMPTON M YOUNG JR PC

0119-05 PUBLIC DEFENDER CONTRACT \$1,350.00

Subtotal for Cost Center City Manager: **\$1,350.00**

Vendor Subtotal: **\$1,350.00**

LISA'S SPIC N SPAN

391595 OTHER CONTRACTUAL \$430.00

Subtotal for Cost Center Balefill: **\$430.00**

Vendor Subtotal: **\$430.00**

LORI STETSON

RIN0029386 REIMBURSEMNT FOR NOTARY PUBLIC \$133.50

Subtotal for Cost Center Cemetery: **\$133.50**

Vendor Subtotal: **\$133.50**

MIKE DOLBARE

RIN0029414 CLOTHING ALLOWANCE \$75.00

Subtotal for Cost Center Balefill: **\$75.00**

Vendor Subtotal: **\$75.00**

MILLS POLICE DEPT.

RIN0029408 EQUITABLE SHARING \$2,537.20

Subtotal for Cost Center Police Grants: **\$2,537.20**

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

Vendor Subtotal:	\$2,537.20
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NALCO CHEMICAL CO.	67755243 OPERATING SUPPLIES	\$15,651.72
	Subtotal for Cost Center Waste Water:	\$15,651.72

Vendor Subtotal:	\$15,651.72
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NATIONAL BENEFIT SERVICES	688712 PLAN ADMIN FEES	\$54.00
	689317 PLAN ADMIN FEES	\$430.05
	Subtotal for Cost Center Health Insurance:	\$484.05

Vendor Subtotal:	\$484.05
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NATRONA CO. MEALS ON WHEELS	5662595 FOOD PURCHASES	\$8,062.20
	Subtotal for Cost Center Capital Projects - City Manager:	\$8,062.20

Vendor Subtotal:	\$8,062.20
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NATRONA COUNTY - SHERIFFS' OFFICE	3463 CONTRACT JUV DETENTION FEB 19	\$7,500.00
	Subtotal for Cost Center Police:	\$7,500.00

	RIN0029409 EQUITABLE SHARING	\$1,697.20
	Subtotal for Cost Center Police Grants:	\$1,697.20

Vendor Subtotal:	\$9,197.20
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NATRONA COUNTY HEALTH DEPT.	0026005-IN TAX REV MARCH 2019	\$45,000.00
	0025954-IN TAX REV FEB 2019	\$45,000.00
	Subtotal for Cost Center Social Community Services:	\$90,000.00

Vendor Subtotal:	\$90,000.00
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NICOLAS MOORE	2451453 BOOT REIMBURSEMENT	\$275.58
	Subtotal for Cost Center Police:	\$275.58

Vendor Subtotal:	\$275.58
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Bills & Claims

03/20/2019 to 04/02/2019

NORTHERN LIGHTS MANUFACTURING	1441 LABOR/MATERIAL	\$960.00
	Subtotal for Cost Center Refuse Collection:	\$960.00
	Vendor Subtotal:	\$960.00
ONE CALL OF WY.	51302 TICKETS FEB 2019	\$97.88
	Subtotal for Cost Center Sewer:	\$97.88
	51302 TICKETS FEB 2019	\$119.62
	Subtotal for Cost Center Water:	\$119.62
	Vendor Subtotal:	\$217.50
P-CARD VENDORS	00085789 NORCO INC - Purchase	\$51.22
	00085797 INT IN ELIFEGUARD, IN - Purch	\$483.00
	00085797 INT IN ELIFEGUARD, IN - Purch	\$542.46
	00085933 LIFEGUARD STORE - ONLI - Purch	\$310.75
	00085722 LIFEGUARD STORE - ONLI - Purch	\$206.40
	00085722 LIFEGUARD STORE - ONLI - Purch	\$150.00
	00085745 BAILEYS ACE HDWE - Purchase	\$5.10
	00085747 ROTHHAMMER INTERNATION - Purch	\$358.98
	00085748 HERSHBERGERS INC - Purchase	\$63.52
	00085759 LPI 8009509952 - Purchase	\$750.00
	Subtotal for Cost Center Aquatics:	\$2,921.43
	00085729 HOWARD SUPPLY COMPANY - Purcha	\$52.62
	00085071 CASPER CONTRACTORS SUP - Purch	\$1,668.65
	00085457 GRAINGER - Purchase	\$643.33
	00085482 HARBOR FREIGHT TOOLS 3 - Purch	\$31.44
	00085517 DIAMOND VOGEL PAINT #7 - Purch	\$23.76
	00085529 MCCOY SALES CORPORATIO - Purch	\$1,880.00
	00085555 AIRGAS CENTRAL - Purchase	\$57.90
	00085728 BEARING BELTCHAIN00244 - Purch	\$11.98
	00085749 SOURCE OFFICE - VITAL - Purcha	\$36.48
	00085761 HIGH COUNTRY CRANE SVC - Purch	\$578.50
	00085808 SOURCE OFFICE - VITAL - Purcha	\$710.30
	00085814 SOURCE OFFICE - VITAL - Purcha	\$181.65
00085825 MURDOCHS RANCH &HOME # - Purch	\$69.40	
00085827 OREILLY AUTO #2746 - Purchase	\$70.97	
00085842 SUTHERLANDS 2219 - Purchase	\$64.95	
00085872 WEAR PARTS INC - Purchase	\$366.10	
00085881 MENARDS CASPER WY - Purchase	\$359.97	

Bills & Claims

03/20/2019 to 04/02/2019

00085571 AIRGAS CENTRAL - Purchase	\$9.65
00085595 AIRGAS CENTRAL - Purchase	\$48.25
00085601 BAILEYS ACE HDWE - Purchase	\$9.98
00085612 AmeriGas - Purchase	\$1,432.75
00085619 STAPLES 00114181 - Purch	\$26.99
00085715 MENARDS CASPER WY - Purchase	\$85.38
00085740 FOREMANS QUALITY MACHI - Purch	\$2,698.75
Subtotal for Cost Center Balefill:	\$11,119.75
00084770 SQ SQ ATLANTIC ELECT - Purch	\$362.50
00084854 SHERWIN WILLIAMS 70343 - Purch	\$32.65
00084858 GRAINGER - Purchase	\$192.24
00084863 SHERWIN WILLIAMS 70343 - Purch	\$30.60
00085002 GRAINGER - Purchase	\$52.32
00085170 GRAINGER - Purchase	\$201.71
00085339 SUTHERLANDS 2219 - Purchase	\$23.36
00085356 GRAINGER - Purchase	\$138.13
Subtotal for Cost Center Buildings & Structures:	\$1,033.51
00085753 DOLLAR TREE - Purchase	\$16.00
00085807 WYOMING WORK WAREHOUSE - Purch	\$71.98
00085813 THE HOME DEPOT #6001 - Purchas	\$13.30
00085900 THE HOME DEPOT #6001 - Purchas	\$28.42
00085902 CPS DISTINCCASPER2530 - Purcha	\$58.89
00085937 VZWRLSS IVR VB - Purchase	\$40.03
Subtotal for Cost Center Cemetery:	\$228.62
00085758 INT IN POWDER RIVER S - Purch	\$72.50
00085768 MOUNTAIN STATES LITHOG - Purch	\$71.26
00085822 ATLAS OFFICE PRODUCTS - Purcha	\$33.49
Subtotal for Cost Center City Attorney:	\$177.25
00085358 NETWORK FLEET. INC. - Purchase	\$227.40
00085545 MARRIOTT DENVER TECH C - Purch	\$532.41
00085687 MARRIOTT DENVER TECH C - Purch	\$532.41
00085250 LOAF N JUG #0119 Q81 - Purch	\$24.01
00085335 LOAF N JUG #0119 - Purchase	\$5.98
00085432 MARRIOTT TRADING POST - Purcha	\$12.18
00085491 THE GRIFFIN - CO - Purchase	\$11.83
00085497 PHILLIPS 66 - JENNY'S - Purcha	\$32.90
00085523 MARRIOTT TRADING POST - Purcha	\$17.04
00085539 ARBYS 5439 - Purchase	\$8.68
00085552 MARRIOTT TRADING POST - Purcha	\$4.25
00085932 INT'L CODE COUNCIL INC - Purch	\$209.00

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

00085942 INT'L CODE COUNCIL INC - Credi	-\$209.00
00085413 RICOH USA, INC - Purchase	\$227.16
00085685 WYOMING STEEL, RECYC - Purchas	\$15.00
Subtotal for Cost Center Code Enforcement:	\$1,651.25
00086080 SAMS CLUB #6425 - Purchase	\$18.48
00086095 STAPLES 00114181 - Purch	\$364.43
00085647 INT IN POWDER RIVER S - Purch	\$72.50
00085958 VZWRLSS IVR VB - Purchase	\$38.61
00085336 OXBOW FAMILY RESTAURAN - Purch	\$17.04
00085423 EL SOL DE MEXICO - Purchase	\$22.95
00085712 HON ASI GUN HBF PAO MA - Purch	\$695.41
00085242 OXBOW FAMILY RESTAURAN - Purch	\$17.57
00085456 EL SOL DE MEXICO - Purchase	\$29.47
00085493 DAIRYLAND DRIVE IN - Purchase	\$12.88
00085623 CKE THE BREADBOARD 1 - Purch	\$11.35
Subtotal for Cost Center Communications Center:	\$1,300.69
00085677 NATRONA COUNTY CLERK - RECORDI	\$110.58
00085696 ATLAS OFFICE PRODUCTS - PAPER	\$184.45
00085704 QUALITY OFFICE SOLUTIO - Purch	\$246.38
Subtotal for Cost Center Engineering:	\$541.41
00085738 CPU IIT - Photocopier Rollers	\$69.95
00085741 GEORGE T SANDERS 20 - Purchase	\$280.70
00085782 MENARDS CASPER WY - Purchase	\$134.25
00085792 THE HOME DEPOT #6001 - Purchas	\$113.25
Subtotal for Cost Center Finance:	\$598.15
00085472 SUTHERLANDS 2219 - Purchase	\$950.00
00085514 FEDEX 785854601356 - Purchase	\$76.69
00085526 THE HOME DEPOT #6001 - Purchas	\$31.51
00085559 CASPER EVENTS CENTER - Purchas	\$22.50
00085578 PIZZA HUT 035955 - Purchase	\$29.39
00085589 MENARDS CASPER WY - Purchase	\$274.58
00085641 ATLAS OFFICE PRODUCTS - Purcha	\$160.45
00085668 SUPERIOR / AMERICAN / - Purcha	\$1,375.00
00085671 EXXONMOBIL 47626544 - Purch	\$18.86
00085707 AVON PROTECTION SYSTEM - Purch	\$800.00
00085709 HOBBY-LOBBY #0233 - Purchase	\$41.99
00085717 ATLAS OFFICE PRODUCTS - Purcha	\$108.96
00085742 Western Medical Associ - Purch	\$12,222.00
00085765 NORCO INC - Purchase	\$436.16
00085783 STAPLES 00114181 - Purch	\$14.99

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City of Casper

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00085784 THE HOME DEPOT #6001 - Purchas	\$15.80
00085791 EXXONMOBIL 47626544 - Purch	\$53.84
00085818 IPMA-HR - Purchase	\$597.00
00085820 ATLAS OFFICE PRODUCTS - Purcha	\$77.16
00085834 BLOEDORN LUMBER CASPER - Purch	\$23.28
00085851 ATLAS OFFICE PRODUCTS - Credit	-\$108.96
00085870 ATLAS OFFICE PRODUCTS - Credit	-\$108.96
00085871 ATLAS OFFICE PRODUCTS - Purcha	\$77.16
00085892 CELLULAR PLUS CASPER 2 - Purch	\$39.98
00085895 NORCO INC - Purchase	\$40.00
00085908 LN CURTIS - Purchase	\$1,236.00
00085940 HARBOR FREIGHT TOOLS 3 - Purch	\$9.82
00085999 COMTRONIX - Purchase	\$915.00
00086003 SAMSCLUB #6425 - Purchase	\$45.00
00086017 SAMSCLUB #6425 - Purchase	\$45.00
00086030 SAMSCLUB #6425 - Purchase	\$45.00
00086033 SAMS CLUB #6425 - Purchase	\$45.00
00086038 SAMS CLUB #6425 - Purchase	\$45.00
00086044 SAMSCLUB #6425 - Purchase	\$45.00
00086052 SQU SQ THE FLOUR BIN - Purcha	\$18.40
00086063 COMM TECH ROCK SPRIN - Purchas	\$791.48
00086122 ECMS - Purchase	\$175.12
00076028 EXXONMOBIL 47626544 - Purch	\$31.45
00076251 EXXONMOBIL 47626544 - Purch	\$28.78
00083471 SAFE KIDS WORLDWIDE - Purchase	\$55.00
00083472 SAFE KIDS WORLDWIDE - Purchase	\$55.00
00084796 SP EXEMPLAR DESIGN - Purchas	\$164.96
00085204 SAMSCLUB #6425 - Purchase	\$65.64
00085220 EXXONMOBIL 47626544 - Purch	\$41.98
00085268 HARBOR FREIGHT TOOLS 3 - Purch	\$75.89
00085290 SUPERIOR / AMERICAN / - Purcha	\$999.00
00085295 ATLAS OFFICE PRODUCTS - Purcha	\$161.20
00085347 EXXONMOBIL 47626544 - Purch	\$31.13
00085416 HOBBY-LOBBY #0233 - Purchase	\$75.58
00085450 THE HOME DEPOT #6001 - Purchas	\$73.38
00071935 FOREFLIGHT LLC - Purchase	\$99.99
00071955 BEST BUY 00015271 - Purch	\$69.98
00075714 NAPA PARTS 0030042 - Purchase	\$14.08
00078258 WPSG, INC - Purchase	\$68.48
00078591 INT IN CASPER SAFETY - Purcha	\$216.30
00081876 HOLIDAY INN EXPRESS RO - Purch	\$329.97
00082316 NOLAND FEED - Purchase	\$7.50
00083811 INT IN CASPER SAFETY - Purcha	\$521.18
00084110 LA COSTA MEXICAN RESTA - Purch	\$56.71

Bills & Claims

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00084189 ROGUE FITNESS - Purchase	\$287.74
00084492 SAMSClub #6425 - Credit	-\$27.55
00084633 BED BATH & BEYOND #121 - Purch	\$843.85
00084790 HARBOR FREIGHT TOOLS 3 - Purch	\$567.77
00084814 AMAZON.COM MI9RG5PX1 A - Purch	\$122.31
00084821 MENARDS CASPER WY - Purchase	\$60.70
00085059 SAMSClub #6425 - Purchase	\$67.22
00085062 SUPERIOR SIGNS & SUPPL - Purch	\$441.00
00085077 WOODWORKERS SUPPLY, I - Purcha	\$105.10
00085088 FIRE DEPARTMENT SAFETY - Purch	\$85.00
00085097 MENARDS CASPER WY - Purchase	\$196.00
00085099 CPU IIT - Purchase	\$1,229.40
00085107 BARGREEN WYOMING 25 - Purchase	\$2,409.39
00085115 HOBBY-LOBBY #0233 - Purchase	\$16.78
00085120 FARNHAM FURNITURE GALL - Purch	\$3,591.00
00085132 FIRE PROTECTION PUB - Purchase	\$121.35
00085133 WYOMING STEEL, RECYC - Purchas	\$79.84
00085276 MENARDS CASPER WY - Purchase	\$465.88
00085303 WM SUPERCENTER #3778 - Purchas	\$24.44
00085307 NATE'S FLOWERS - Purchase	\$47.25
00085326 SPORTSMANS WAREHOUSE 1 - Purch	\$64.99
00085341 MENARDS CASPER WY - Purchase	\$447.00
00085439 CASPER MONUMENT CO - Purchase	\$3,360.00
00085463 KISTLER TENT AND AWNIN - Purch	\$120.00
00085611 GEARGRID CORPORATION - Purchas	\$406.00
00085643 ATLAS OFFICE PRODUCTS - Purcha	\$231.48
00085652 ATLAS OFFICE PRODUCTS - Purcha	\$186.12
00085666 ATLAS OFFICE PRODUCTS - Purcha	\$80.99
00085734 LETZ'S RADIO SUPPLY - Purchase	\$659.00
00085739 COMM TECH ROCK SPRIN - Purchas	\$4,390.33
00085772 COMPRESSION LEASING SE - Purch	\$816.73
Subtotal for Cost Center Fire:	\$45,425.49
00085317 ALSCO INC. - Purchase	\$594.78
00085358 NETWORK FLEET. INC. - Purchase	\$18.95
00085455 KELLYS ALIGNMENT AND B - Purch	\$105.00
00085476 VCN NATRONACOMOTORVEHI - Purch	\$32.50
00085510 DECKER AUTO GLASS - Purchase	\$120.70
00085524 DECKER AUTO GLASS - Purchase	\$496.23
00085541 CASPER FORD LINCOLN - Purchase	\$2,582.93
00085656 CASPER TIRE 0000705 - Purchase	\$50.00
00085720 SQ SQ VENTURE TECHNO - Purch	\$793.12
00085723 KELLYS ALIGNMENT AND B - Purch	\$100.00
00085764 CPU IIT - Purchase	\$4,197.00

Bills & Claims

City of Casper

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00085796 CPU IIT - Purchase	\$7,191.00
00085891 RMI WYOMING INC - Purchase	\$707.23
00085893 CASPER TIRE 0000705 - Purchase	\$80.00
00084793 CASPER FORD LINCOLN - Purchase	\$564.06
00085102 HONNEN EQUIPMENT 04 - Purchase	\$580.21
00085103 INT IN AAKER SIGNS & - Purcha	\$82.00
00085121 BRAKE SUPPLY COMPANY I - Purch	\$3,000.10
00085122 SQU SQ MAD TRANSPORTA - Purch	\$155.00
00085156 HONNEN EQUIPMENT 04 - Purchase	\$370.87
00085158 KELLYS ALIGNMENT AND B - Purch	\$105.00
00085218 DECKER AUTO GLASS - Purchase	\$256.04
Subtotal for Cost Center Fleet Maintenance:	\$22,182.72
00085750 SQ SQ VENTURE TECHNO - Purch	\$1,563.33
Subtotal for Cost Center General - City Attorney:	\$1,563.33
00085394 CPU IIT - Purchase	\$950.40
00085458 G.W.I.S. CORPORATION - Purchas	\$843.36
00085638 COURTYARD BY MARRIOTT - Purcha	\$358.00
00085795 ALL OUT FIRE EXTINGUIS - Purch	\$265.00
00085845 COMTRONIX - Purchase	\$122.85
00085873 VZWRLSS IVR VB - Purchase	\$83.46
Subtotal for Cost Center Golf Course:	\$2,623.07
00085869 USPS PO 5715580945 - Purchase	\$2.75
Subtotal for Cost Center Health Insurance:	\$2.75
00085480 AIRGAS CENTRAL - Purchase	\$96.41
00085499 CRUM ELECTRIC SUPPLY C - Purch	\$701.14
00085519 THE HOME DEPOT #6001 - Purchas	\$48.73
00085542 MOUNTAIN SPORTS RENTAL - Purch	\$231.00
00085563 MOUNTAIN SPORTS RENTAL - Purch	\$63.00
00085588 CRUM ELECTRIC SUPPLY C - Purch	\$24.41
00085608 FERGUSON ENT #3069 - Purchase	\$122.81
00085731 BRECK MEDIA GROUP - Purchase	\$500.00
00085763 TOWNSQ MEDIA CASPER - Purchase	\$1,000.00
00085698 HARBOR FREIGHT TOOLS 3 - Purch	\$59.99
00083138 STAPLES 00114181 - Purch	\$154.55
00083479 B & B RUBBER STAMP SHO - Purch	\$75.90
00084378 FACEBK JUK7RHW2A2 - Purchase	\$14.70
00085659 FERGUSON ENT #3069 - Credit	-\$122.81
00085670 CRUM ELECTRIC SUPPLY C - Purch	\$80.67
Subtotal for Cost Center Hogadon:	\$3,050.50

Bills & Claims

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00085886 STERLING BACKCHECK - Purchase	\$816.54
00085790 VISTAPR VistaPrint.com - Purch	\$109.55
00085812 ATLAS OFFICE PRODUCTS - Purcha	\$27.53
Subtotal for Cost Center Human Resources:	\$953.62
00085689 SNOW CREST CHEMICALS - Purchas	\$1,440.00
00085485 ICE SKATING INSTITUTE - Purcha	\$395.00
00085492 SAMSClub #6425 - Purchase	\$111.72
00085513 SAMSClub #6425 - Purchase	\$41.36
00085525 WM SUPERCENTER #1617 - Purchas	\$34.02
00085568 FARMER BROTHERS COFFEE - Purch	\$235.85
00085590 STAPLES 00114181 - Purch	\$17.99
00085617 SAMS CLUB #6425 - Purchase	\$26.64
00085721 VISTAR ROCKY MOUNTAIN - Purcha	\$136.73
00085800 WAL-MART #1617 - Purchase	\$18.30
00085802 THE HOME DEPOT #6001 - Purchas	\$11.96
00085849 SAMSClub #6425 - Purchase	\$186.31
00085922 SQUARE SQ PAPA JOHNS - Purch	\$182.74
00085640 SAMSClub.COM - Purchase	\$454.70
Subtotal for Cost Center Ice Arena:	\$3,293.32
00085376 JENSEN'S PALMSRING - Purchase	\$116.05
00085379 SOUTHWES 5262446715672 - Purc	\$267.96
00085575 CPU IIT - Purchase	\$1,543.97
00085600 ATLAS OFFICE PRODUCTS - Purcha	\$81.13
00085629 HERTZ RENT-A-CAR - Purchase	\$26.08
00085657 STARBUCKS PSP - Purchase	\$2.84
Subtotal for Cost Center Information Technology:	\$2,038.03
00085434 SAMSClub #6425 - Purchase	\$2,237.76
00085570 CPU IIT - Purchase	\$476.95
00085625 CPU IIT - Purchase	\$108.60
Subtotal for Cost Center Information Technology:	\$2,823.31
00085358 NETWORK FLEET. INC. - Purchase	\$151.60
00085234 BLOCK AND COMPANY - Purchase	\$249.59
00085362 ANIMAL CARE EQUIPMENT - Purcha	\$493.18
00085417 DECKER AUTO GLASS - Purchase	\$113.26
00085461 COCA COLA BOTTLING CO - Purcha	\$22.75
00085471 CUSTOMINK LLC - Purchase	\$324.77
00085609 NORCO INC - Purchase	\$149.32
00085661 CHEWY.COM - Purchase	\$57.70
00085675 WEATHERTECH DIRECT LLC - Purch	\$109.95
00085681 CHEWY.COM - Purchase	\$138.25

Bills & Claims

03/20/2019 to 04/02/2019

00085702 WEATHERTECH DIRECT LLC - Purch	\$197.90
00085828 NOLAND FEED - Purchase	\$311.96
Subtotal for Cost Center Metro Animal:	\$2,320.23
00085775 INT IN GOEDICKE'S CUS - Purch	\$6.47
00085775 INT IN GOEDICKE'S CUS - Purch	\$61.59
00085642 INT IN GOEDICKE'S CUS - Purch	\$5.84
00085642 INT IN GOEDICKE'S CUS - Purch	\$55.55
Subtotal for Cost Center Metropolitan Planning:	\$129.45
00085358 NETWORK FLEET. INC. - Purchase	\$155.22
00085051 BAR D SIGNS INC - Purchase	\$952.75
00085404 MOUNTAIN STATES LITHOG - Purch	\$28.68
00085436 GUNNERS METERS - Purchase	\$435.00
Subtotal for Cost Center Parks:	\$1,571.65
00085560 ATLAS REPRODUCTION INC - Purch	\$6.00
00085694 CASPER STAR TRIBUNE - Purchase	\$58.56
00085788 ALBERTSONS #0062 - Purchase	\$28.18
00085853 ALBERTSONS #0060 - Purchase	\$27.96
Subtotal for Cost Center Planning:	\$120.70
00085452 PUB 365 - Purchase	\$28.80
00085466 PUB 365 - Purchase	\$20.06
00085605 MARILYNS CAFE - Purchase	\$14.02
00085631 TUSCANY LAS VEGAS - Purchase	\$227.88
00085655 CALIFORNIA PIZZA LAS - Purchas	\$17.49
00085676 AVIATOR'S BBQ - Purchase	\$18.00
00085699 SUNRISE PET LODGE - Purchase	\$150.00
00085701 UNITED 01626000875170 - Pur	\$30.00
00085711 TUSCANY LAS VEGAS - Purchase	\$151.92
00085776 STAPLES 00114181 - Purch	\$19.88
00085847 SPORTSMANS WAREHOUSE 1 - Purch	\$94.93
00085854 AMZN MKTP US MW3GJ3NK0 - Purch	\$134.99
00085903 BLUE360 MEDIA - Purchase	\$630.00
00085913 AMZN MKTP US MW7EH2OO2 - Purch	\$99.98
00085929 ALTITUDE VETERINARY HO - Purch	\$604.38
00085959 ALL CREATURES VETERINA - Purch	\$119.30
00085975 NOLAND FEED - Purchase	\$115.35
00086051 1000 DEGREES PIZZERIA - Purcha	\$15.10
00086064 NORDYS BBQ & GRILL - Purchase	\$24.76
00086066 UNITED 01624444899276 - Pur	\$426.10
00086070 4KUM & GO #994 - Purchase	\$25.10
00086071 CHICK-FIL-A #03335 - Purchase	\$13.66

Bills & Claims

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00086082 TURTLESKIN - Purchase	\$85.49
00086094 CHICK-FIL-A #03335 - Purchase	\$25.62
00086113 GALLS - Purchase	\$114.96
00086115 ULINE SHIP SUPPLIES - Purcha	\$509.71
00084815 SIRCHIE FINGER PRINT L - Purch	\$617.25
00085275 SONIC DRIVE IN #4694 - Purcha	\$13.42
00085366 WOLF GANG PUCK EXPRESS - Purch	\$16.12
00085380 TST CHEYENNE RIB AND - Purcha	\$44.00
00085409 UNITED 01626098366244 - Pur	\$30.00
00085421 LOAF N JUG #0119 Q81 - Purch	\$21.20
00085426 MARILYNS CAFE - Purchase	\$13.66
00085433 CHIPOTLE 1014 - Purchase	\$4.72
00085635 HON ASI GUN HBF PAO MA - Purch	\$370.71
00085646 STARBUCKS STORE 13492 - Purcha	\$6.56
00085648 HOTELS.COM156637009184 - Purch	\$681.03
00085653 STAPLES 00114181 - Purch	\$67.97
00085678 STARBUCKS STORE 13492 - Purcha	\$6.56
00085679 INT IN JOHNSON, ROBER - Purch	\$210.00
00085686 WINGATE - Purchase	\$239.70
00085705 KUM & GO #0934 - Purchase	\$30.31
00085708 EXPERIAN EXP PAY CC - Purchase	\$36.56
00085714 BURGER KING #13389 Q07 - Purch	\$11.07
00085719 GALLS - Purchase	\$1,990.00
00085726 AMZN Mktp US MW16S8FF0 - Purch	\$15.54
00085732 PAYPAL REEVESCOMPA - Purchase	\$70.49
00084615 AMAZON.COM MI9655T21 A - Purch	\$85.65
00085084 AMAZON.COM MI4LK68Q1 A - Purch	\$399.00
00085627 GRAINGER - Purchase	\$45.59
00085247 WENDY'S - 9035 - Purchase	\$9.42
00085330 RED LOBSTER 6335 - Purchase	\$27.05
00085669 SAMS CLUB #6425 - Purchase	\$265.58
00085755 WENDY'S - 9035 - Purchase	\$10.37
00085841 IHR IHIRE.COM - Purchase	\$265.00
00085848 YOURMEMBER-CAREERS - Purchase	\$100.00
00085868 PAYPAL POLICE JOBS - Purchase	\$80.00
00085924 CPU IIT - Purchase	\$88.40
00085926 JERSEY MIKES 40001 - Purchase	\$85.00
00085935 DRIVEN POWERSPORTS - Purchase	\$134.99
00085941 MONOPRICE, INC. - Purchase	\$46.59
00085958 VZWRLSS IVR VB - Purchase	\$880.22
00085970 RICOH USA, INC - Purchase	\$54.77
00085978 INT IN THE BLUE LINE - Purcha	\$199.00
00085984 CIVIL AIR PATROL MAGAZ - Purch	\$195.00
00086007 FEDEX 92610633 - Purchase	\$28.29

Bills & Claims

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00086021 4AllPromos - Purchase	\$1,940.00
00086042 HOTELS.COM157037899039 - Purch	\$369.12
00086049 SAMS CLUB #6425 - Purchase	\$209.88
00085140 WENDY'S - 9035 - Purchase	\$14.59
00085157 MCDONALD'S F24315 - Purchase	\$13.28
00085385 WOLF GANG PUCK EXPRESS - Purch	\$15.12
00085399 WOLF GANG PUCK EXPRESS - Purch	\$20.46
00085410 PUB 365 - Purchase	\$18.88
00085418 MARILYNS CAFE - Purchase	\$15.35
00085425 PUB 365 - Purchase	\$28.80
00085430 PUB 365 - Purchase	\$20.95
00085441 PUB 365 - Purchase	\$22.42
00085443 MARILYNS CAFE - Purchase	\$13.42
00085474 UNITED 01626098365194 - Pur	\$30.00
00085543 CAESARS MESA GRILL - Purchase	\$124.40
00085565 DELTA 00682990838563 - Pur	\$30.00
00085598 MARILYNS CAFE - Purchase	\$19.79
00085613 MARILYNS CAFE - Purchase	\$15.22
00085628 CALIFORNIA PIZZA LAS - Purchas	\$19.99
00085644 CHILI'S D-SW LAS - Purchase	\$17.99
00085672 AVIATOR'S BBQ - Purchase	\$18.00
00085756 WM SUPERCENTER #3778 - Purchas	\$14.03
00085762 AMZN MKTP US MI3276UF2 - Purch	\$98.65
00085824 BEVEL GARDNER ASSOCIAT - Purch	\$655.00
00085831 MOUNTAIN STATES LITHOG - Purch	\$183.72
00085832 VZWRLSS IVR VB - Purchase	\$880.22
00085833 SAMSCLUB #6425 - Purchase	\$19.69
00085839 MOUNTAIN STATES LITHOG - Purch	\$55.09
00085877 SOURCE OFFICE - VITAL - Purcha	\$786.76
00085889 DOUGH ENTERPRISES LLC - Purcha	\$11.00
00085815 SPF46 - Purchase	\$76.64
00085754 WENDY'S - 9035 - Purchase	\$9.07
Subtotal for Cost Center Police:	\$16,981.80
00086069 DELTA 00623634041376 - Pur	\$508.10
00085693 GALLS - Purchase	\$18,200.00
00085973 4AllPromos - Purchase	\$204.11
00085769 BLANKSHIRTINC - Purchase	\$306.25
00085785 CLOTHING SHOP ONLINE - Purchas	\$132.14
00085799 OVR O.CO/OVERSTOCK.CO - Purcha	\$52.40
Subtotal for Cost Center Police Grants:	\$19,403.00
00085323 RMI WYOMING INC - Purchase	\$139.55
Subtotal for Cost Center Property & Liability Insurance:	\$139.55

Bills & Claims

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00085388 DOLLAR TREE - Purchase	\$25.00
00085584 AMZN Mktp US MW3L24CG1 - Purch	\$50.96
00085599 AMZN Mktp US MI0032I40 - Purch	\$43.99
00085660 DOMINO'S 6042 - Purchase	\$16.48
00085760 AMZN MKTP US MI8VA6972 - Purch	\$152.07
00085787 STAPLES 00114181 - Purch	\$13.67
00085883 STAPLES DIRECT - Purchase	\$5.97
00085710 SPORTSMITH - Purchase	\$565.14
Subtotal for Cost Center Recreation:	\$873.28
00085358 NETWORK FLEET. INC. - Purchase	\$612.58
00085490 AIRGAS CENTRAL - Purchase	\$93.01
00085554 CMI-TECO - Purchase	\$63.05
00085837 AUTOZONE #1293 - Purchase	\$24.98
00085556 CASPER TIRE 0000705 - Purchase	\$35.00
00085562 CASPER TIRE 0000705 - Purchase	\$35.00
00085574 INT IN C & C SUPPLY D - Purch	\$647.57
00085593 AIRGAS CENTRAL - Credit	-\$50.38
00085616 HARBOR FREIGHT TOOLS 3 - Purch	\$63.97
00085618 SOURCE OFFICE - VITAL - Purcha	\$542.06
00085624 WYOMING STEEL, RECYC - Purchas	\$3,756.60
00085645 TPI CORPORATION - Purchase	\$211.00
00085662 MAVERIK #426 - Purchase	\$52.32
00085667 WAL-MART #1617 - Purchase	\$199.00
Subtotal for Cost Center Refuse Collection:	\$6,285.76
00085358 NETWORK FLEET. INC. - Purchase	\$56.85
00085488 HOSE & RUBBER SUPPLY C - Purch	\$3.83
00085502 CPU IIT - Purchase	\$1,399.00
00085530 BAILEYS ACE HDWE - Purchase	\$27.98
Subtotal for Cost Center Sewer:	\$1,487.66
00085358 NETWORK FLEET. INC. - Purchase	\$500.83
00085404 MOUNTAIN STATES LITHOG - Purch	\$28.68
00085412 DENVER INDUSTRIAL SALE - Purch	\$1,909.62
00085477 TOP OFFICE PRODUCTS IN - Purch	\$62.31
00085572 BLAKEMAN PROPANE INC - - Purch	\$11.00
00085594 NORCO INC - Purchase	\$78.44
00085654 GEOTEC INDUSTRIAL SUPP - Purch	\$777.60
00085725 BAILEYS ACE HDWE - Purchase	\$8.18
00085746 VZWRLSS IVR VB - Purchase	\$40.01
00085773 THE HOME DEPOT #6001 - Purchas	\$19.85
00085777 WEAR PARTS INC - Purchase	\$36.04

Bills & Claims

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00085778 THE HOME DEPOT #6001 - Purchas	\$37.88
Subtotal for Cost Center Streets:	\$3,510.44
00085673 USPS PO 5715580945 - Purchase	\$7.75
00085498 CASPER WINNELSON CO - Purchase	\$1.14
00085509 HENSLEY BATTERY&ELEC - Purchas	\$95.62
00085512 COMPRESSION LEASING SE - Purch	\$74.36
00085558 AMERI-TECH EQUIPMENT C - Purch	\$87.92
00085576 DENVER INDUSTRIAL PUMP - Purch	\$3,793.72
00085580 BEARING BELTCHAIN00244 - Purch	\$8.37
00085664 HOSE & RUBBER SUPPLY C - Purch	\$28.62
00085724 BAILEYS ACE HDWE - Purchase	\$119.94
00085736 NORTHROP BOILER WORKS - Purcha	\$59.95
00085744 OWPSACSTATE - Purchase	\$50.00
Subtotal for Cost Center Waste Water:	\$4,327.39
00085752 GUNNERS METERS - Purchase	\$164.00
00085358 NETWORK FLEET. INC. - Purchase	\$165.14
00085915 ATLAS REPRODUCTION INC - Purch	\$7.00
00085481 DANA KEPNER CO. - Purchase	\$170.00
00085557 EUROFINS EATON ANALYTI - Purch	\$1,330.00
00085569 TOP OFFICE PRODUCTS IN - Purch	\$185.75
00085587 HARBOR FREIGHT TOOLS 3 - Purch	\$19.99
00085592 BAILEYS ACE HDWE - Purchase	\$3.55
00085604 BAILEYS ACE HDWE - Purchase	\$8.56
00085606 BEARING BELTCHAIN00244 - Purch	\$7.52
00085626 ATLAS OFFICE PRODUCTS - Purcha	\$87.16
00085651 AMBI MAIL AND MARKETIN - Purch	\$14.57
00085697 ATLAS OFFICE PRODUCTS - Purcha	\$8.82
00085793 CASPER CONTRACTORS SUP - Purch	\$33.20
Subtotal for Cost Center Water:	\$2,205.26
00085801 WESTERN STATES FIRE PR - Purch	\$424.00
00085817 BEARING BELTCHAIN00244 - Purch	\$279.99
00085878 ATLAS OFFICE PRODUCTS - Purcha	\$88.55
00085899 ATLAS OFFICE PRODUCTS - Purcha	\$133.08
00085483 COASTAL CHEMICAL CO LL - Purch	\$30.75
00085551 WYOMING ASSOCIATION OF - Purch	\$1,185.00
00085553 0970 CED - Purchase	\$154.56
00085577 0970 CED - Purchase	\$48.24
00085597 USPS PO 5715580945 - Purchase	\$25.50
00085610 THE HOME DEPOT #6001 - Purchas	\$44.29
00085621 EUROFINS EATON ANALYTI - Purch	\$100.00
00085637 ENERGY LABORATORIES - Purchase	\$22.00

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

00085658 PIZZA HUT 035955 - Purchase	\$23.48
00085718 HENSLEY BATTERY&ELEC - Purchas	\$91.00
00085727 ROCKY MOUNTAIN AIR SOL - Purch	\$2,883.04
00085735 UPS 0000008F045W109 - Purchase	\$168.27
00085751 ENERGY LABORATORIES - Purchase	\$231.00
00085780 FERGUSON ENT #3069 - Purchase	\$56.09
00085798 FERGUSON ENT #3069 - Purchase	\$79.85
Subtotal for Cost Center Water Treatment Plant:	\$6,068.69

00085194 SHERRILLTRE - Purchase	\$30.94
00085215 TIME MANUFACTURING CO - Purcha	\$95.95
00085375 CPU IIT - Purchase	\$173.95
Subtotal for Cost Center Weed And Pest:	\$300.84

Vendor Subtotal: **\$169,253.90**

PCN STRATGIES INC

13681 SUPPLIES	\$57,012.90
13683 SUPPLIES	\$2,674.85
Subtotal for Cost Center Police:	\$59,687.75

Vendor Subtotal: **\$59,687.75**

PEAK GEOSOLUTIONS/ SOLID WASTE PROFESSIONALS

2019.12 OP/MTNC/MON SERVICES GAS	\$4,643.68
Subtotal for Cost Center Balefill:	\$4,643.68

Vendor Subtotal: **\$4,643.68**

PEPSI COLA OF CASPER

2199062049 CONCESSIONS	\$50.00
2199059899 CONCESSIONS	\$399.50
2199061997 CONCESSIONS	\$193.60
Subtotal for Cost Center Ice Arena:	\$643.10

Vendor Subtotal: **\$643.10**

PORTER, MUIRHEAD, CORNIA & HOWARD

4712 SERVICES	\$35,250.00
Subtotal for Cost Center Finance:	\$35,250.00

Vendor Subtotal: **\$35,250.00**

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

POSTAL PROS SOUTHWEST INC	5973 UTILITY BILL PRINTING	\$3,155.33
	51709 POSTAL PROS	\$2,244.74
	5930 UTILITY BILL PRINTING	\$2,026.44
	5931 UTILITY BILL PRINTING	\$2,176.79
	Subtotal for Cost Center Finance:	\$9,603.30
	51709 POSTAL PROS	\$765.00
	Subtotal for Cost Center Water:	\$765.00
	Vendor Subtotal:	\$10,368.30
POWER SCREENING, LLC	PSO001799-1 SCREEN FOR UNIT #141403	\$28,017.58
	Subtotal for Cost Center Balefill:	\$28,017.58
	Vendor Subtotal:	\$28,017.58
PUBLIC SAFETY COMMUNICATIONS CENTER	734/172606 MONTHLY USER FEE	\$5,090.90
	Subtotal for Cost Center Metro Animal:	\$5,090.90
	1276/172607 MONTHLY USER FEE	\$533.60
	Subtotal for Cost Center Water:	\$533.60
	Vendor Subtotal:	\$5,624.50
RAILROAD MGMT CO III, LLC	388419 LICENSE FEES	\$235.41
	Subtotal for Cost Center Water:	\$235.41
	Vendor Subtotal:	\$235.41
RESOURCE MGMT. CO, INC.	1439 OTHER CONTRACTUAL	\$434.25
	Subtotal for Cost Center Fleet Maintenance:	\$434.25
	Vendor Subtotal:	\$434.25
ROCKY MOUNTAIN POWER	AP000169030419 ELECTRICITY	\$343.72
	AP000149030119 ELECTRICITY	\$4,257.31
	Subtotal for Cost Center Aquatics:	\$4,601.03
	RIN0029388 NATURAL GAS	\$551.16

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

Subtotal for Cost Center Balefill:	\$551.16
AP000150030419 ELECTRICITY	\$154.50
Subtotal for Cost Center Cemetery:	\$154.50
AP000151030119 ELECTRICTY	\$2,713.43
AP000151030119 ELECTRICTY	\$1,037.82
AP000151030119 ELECTRICTY	\$52.80
AP000151030119 ELECTRICTY	\$1,387.53
Subtotal for Cost Center City Hall:	\$5,191.58
AP000245022819 ELECTRICITY	\$255.01
Subtotal for Cost Center Communications Center:	\$255.01
AP000246030819 ELECTRICITY	\$308.03
AP000240030119 ELECTRICITY	\$1,147.93
ap000155030419 ELECTRICITY	\$2,564.20
Subtotal for Cost Center Fire:	\$4,020.16
AP000154030419 ELECTRICITY	\$3,402.36
Subtotal for Cost Center Fleet Maintenance:	\$3,402.36
AP000156030119 ELECTRICITY	\$433.81
Subtotal for Cost Center Fort Caspar:	\$433.81
AP000157030619 ELECTRICITY	\$3,793.43
Subtotal for Cost Center Golf Course:	\$3,793.43
AP000235022819 ELECTRICITY	\$5,186.68
AP00158030719 ELECTRICITY	\$3,091.63
Subtotal for Cost Center Hogadon:	\$8,278.31
AP000159030119 ELECTRICITY	\$5,543.59
Subtotal for Cost Center Ice Arena:	\$5,543.59
AP000160030419 ELECTRICITY	\$858.51
Subtotal for Cost Center Metro Animal:	\$858.51
AP000236031219 ELECTRICITY	\$59.00
AP000161030819 ELECTRICITY	\$2,107.66
AP000181030419 ELECTRICITY	\$2,585.80
AP000180030419 ELECTRICITY	\$3,271.71
Subtotal for Cost Center Parks:	\$8,024.17

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

AP000162030419 ELECTRICITY	\$109.31
Subtotal for Cost Center Police:	\$109.31
AP000152030119 ELECTRICITY	\$3,242.07
Subtotal for Cost Center Recreation:	\$3,242.07
AP000239022819 ELECTRICITY	\$80.92
AP000163030419 ELECTRICITY	\$472.64
Subtotal for Cost Center Sewer:	\$553.56
AP000164030719 ELECTRICITY	\$46,429.02
AP000241030419 ELECTRICITY	\$82.74
Subtotal for Cost Center Streets:	\$46,511.76
AP000166030419 ELECTRICITY	\$23,610.92
Subtotal for Cost Center Waste Water:	\$23,610.92
AP000243030819 ELECTRICITY	\$745.11
AP000165030819 ELECTRICITY	\$17,869.29
Subtotal for Cost Center Water:	\$18,614.40
RIN0029398 ENERGY- ELECTRICITY	\$40,941.28
RIN0029398 ENERGY- ELECTRICITY	\$9,186.78
Subtotal for Cost Center Water Treatment Plant:	\$50,128.06
Vendor Subtotal:	\$187,877.70
<hr/>	
SAM PARSON'S UPHOLSTERY	
392-82232 OUTSIDE SERVICES	\$99.00
392-82199 OUTSIDE SERVICES	\$91.66
392-82230 OUTSIDE SERVICES	\$201.00
Subtotal for Cost Center Fleet Maintenance:	\$391.66
Vendor Subtotal:	\$391.66
<hr/>	
SHANE CHANEY	
RIN0029404 TUITION REIMBURSEMENT	\$624.32
Subtotal for Cost Center Police:	\$624.32
Vendor Subtotal:	\$624.32
<hr/>	
SKYLINE RANCHES	
RIN0029393 MONTHLY RETAIL SEWER REVENUE	\$962.78
RIN0029393 ADMINISTRATIVE FEES	-\$96.27

Bills & Claims

03/20/2019 to 04/02/2019

Subtotal for Cost Center Sewer: **\$866.51**

RIN0029393 SEWER CHARGES FOR FEB 2019 -\$384.20

Subtotal for Cost Center Waste Water: **-\$384.20**

Vendor Subtotal: **\$482.31**

**STANTEC CONSULTING SVCS
INC.**

1486751 AMENDMENT #1 - N. PLATTE RIVE \$26,865.25

Subtotal for Cost Center Streets: **\$26,865.25**

Vendor Subtotal: **\$26,865.25**

**STATE OF WY. - NOTARY
DIV.**

RIN0029390 NOTARY APPLICATION \$30.00

RIN0029385 NOTARY APPLICATION \$30.00

Subtotal for Cost Center Police: **\$60.00**

Vendor Subtotal: **\$60.00**

**STATE OF WY. - OFFICE OF
STATE LANDS & INVEST**

RIN0029403 PRINCIPLE PAYMENT \$96,220.69

Subtotal for Cost Center Water: **\$96,220.69**

Vendor Subtotal: **\$96,220.69**

STRUCTURAL DYNAMICS LLC

190041 OTHER CONTRACTUAL- CODE \$2,000.00

Subtotal for Cost Center Code Enforcement: **\$2,000.00**

190041 OTHER CONTRACTUAL- PLANNING \$3,000.00

Subtotal for Cost Center Planning: **\$3,000.00**

Vendor Subtotal: **\$5,000.00**

TIFFANY ELHART

638460 MEALS REIMBURSEMENT \$34.41

Subtotal for Cost Center Police: **\$34.41**

Vendor Subtotal: **\$34.41**

TRAVIS GAINES

RIN0029413 CLOTHING ALLOWANCE \$75.00

Subtotal for Cost Center Balefill: **\$75.00**

Bills & Claims

City of Casper

03/20/2019 to 04/02/2019

Vendor Subtotal: **\$75.00**

TRIHYRO CORP.

0139647A EPA BROWNFIELDS HAZARDOUS \$1,691.50
0140338 ENVIRONEMTAL FIRE STN #5 \$1,665.15
0139649 EPA BROWNFIELDS PETROLEUM \$2,852.00
Subtotal for Cost Center Planning: **\$6,208.65**

Vendor Subtotal: **\$6,208.65**

URGENT CARE OF CASPER LLC.

5963 EXAMS \$1,110.00
Subtotal for Cost Center Police: **\$1,110.00**

Vendor Subtotal: **\$1,110.00**

WARRIOR KIT INC

WK19-68 SAFETY GEAR \$11,550.00
Subtotal for Cost Center Police: **\$11,550.00**

Vendor Subtotal: **\$11,550.00**

WESTLAND PARK-RED BUTTES IMPROVEMENT & SVC.

RIN0029394 MONTHLY RETAIL SEWER REVENUE \$3,364.00
RIN0029394 ADMIN FEES -\$336.40
Subtotal for Cost Center Sewer: **\$3,027.60**

RIN0029394 SEWER CHARGES FOR JAN 2019 -\$1,170.41
Subtotal for Cost Center Waste Water: **-\$1,170.41**

Vendor Subtotal: **\$1,857.19**

WLC ENGINEERING - SURVEYING - PLANNING

2019-10109 WEST CASPER ZONE II WATER SYST \$555.43
2019-10109 WEST CASPER ZONE II WATER SYST \$273.57
Subtotal for Cost Center Water: **\$829.00**

Vendor Subtotal: **\$829.00**

Grand Total

Bills & Claims

03/20/2019 to 04/02/2019

Approved By

On

CITY of CASPER, WYOMING
 BILLS and CLAIMS ADDENDUM
 Council Meeting
 04/02/19

Payroll Disbursements

3/21/19	CITY PAYROLL	\$ 1,058,709.00
3/21/19	BENEFITS AND DEDUCTIONS	\$ 188,010.17
3/22/19	FIRE PAYROLL	\$ 164,155.92
3/22/19	BENEFITS AND DEDUCTIONS	\$ 29,350.20

Total Payroll \$ 1,440,225.29

Additional Fees

Total Fees \$ -

Additional Accounts Payable

3/14/19	Prewrits - Utility refunds/travel reimbursements/sales tax	
	Brian Daugherty	\$ 31.40
	Jerod Levin	\$ 165.00
	Marie Holmes	\$ 64.08
	Mike Magee	\$ 35.68
	Lori Rouse	\$ 56.07
	State of Wy - Dept of Revenue	\$ 479.53
	Stoner Lawn Service	\$ 60.00
3/14/19	Global Spectrum - Api Exhibitor Services	\$ 205.50
	Global Sepctrum - WHSAA 3A/4A Basketball	\$ 79,647.78
	Global Sepctrum - WHSAA State	\$ 20,645.20
4/2/2019	Tyler Software	\$ 4,200.00
	Tyler Software	\$ 6,197.05

Total Additional AP \$ 111,787.29

March 20, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Liz Becher, Community Development Director *LB*
SUBJECT: Establish Public Hearing for Consideration of an Ordinance to Vacate a Portion of South Elm Street, located between West Collins Avenue and West 8th Street

Meeting Type & Date:

Regular Council Meeting, April 2, 2019.

Action Type:

Establish Public Hearing for April 16, 2019.

Recommendation:

That Council, by minute action, establish April 16, 2019 as the date of public hearing for the review of an ordinance approving the vacation of a portion of South Elm Street, located between West Collins Avenue and West 8th Street.

Summary:

The Natrona County School District has requested a vacation of a portion of South Elm Street, located between West Collins Avenue and West 8th Street. The portion of South Elm Street proposed for vacation is undeveloped, platted right-of-way, underlying the Natrona County High School football stadium/field. The right-of-way in question was assumed to have been vacated years ago; however, during the review of a cell tower lease with Verizon, the District could not find proof that the street had ever been officially vacated.

The School District has provided a signed petition with signatures of a majority of the property owners, who own a majority of the property proposed for vacation, and extending three hundred feet (300') in all directions. In addition, the District has obtained easement releases from all affected Casper utility providers.

Financial Considerations:

Wyoming State Statute 15-4-305 states that the City may demand and receive the value of the land vacated as consideration for the vacation if desired.

Oversight/Project Responsibility:

Craig Collins, City Planner is tasked with processing the vacation request.

Attachments:

Exhibit for Vacation



CASPER
200 PRONGHORN
CASPER, WY 82601
P: 307-266-2524

June 20, 2018

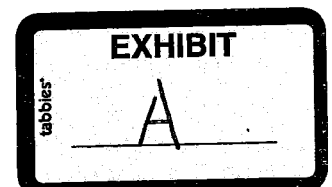
Natrona School District No. 1
970 N. Glenn Road
Casper, WY 82601

W.O. No.: 14210

Description: (S. Elm Street Vacation – 0.73 Acres)

A Parcel located in and being all of South Elm Street lying between West Collins Drive and Vacated West 8th Street, Casper, Wyoming and located in the SE1/4NW1/4, Section 9, Township 33 North, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming and being more particularly described by metes and bounds as follows:

Beginning at the northwesterly corner of the Parcel being described and the northeasterly corner of Lot 15, Block 90, City of Casper, Wyoming and also a point of intersection of the westerly line of South Elm Street with the southeasterly line of West Collins Drive; thence from said Point of Beginning and along the northwesterly line of said Parcel and South Elm Street and the southeasterly line of said West Collins Drive, N.63°19'21"E., 66.74 feet to the northeasterly corner of said Parcel and South Elm Street and the northwesterly corner of Block 82, City of Casper, Wyoming; thence along the easterly line of said Parcel and South Elm Street and the westerly line of said Block 82, vacated West 7th Street and Block 83, City of Casper, Wyoming, S.0°42'53"E., 545.03 feet to the southeasterly corner of said Parcel and the southwesterly corner of said Block 83 and a point in and intersection with the northerly line of vacated West 8th Street; thence along the southerly line of said Parcel and South Elm Street and the northerly line of said vacated West 8th Street, S.89°17'15"W., 60.00 feet to the southwesterly corner of said Parcel and southeasterly corner of Block 90, City of Casper, Wyoming; thence along the westerly line of said Parcel and South Elm Street and the easterly line of said Block 90, N.0°42'53"W., 515.81 feet to the Point of Beginning and containing 0.73 acres, more or less, as set forth by the plat attached and made a part hereof.

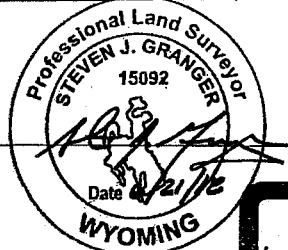
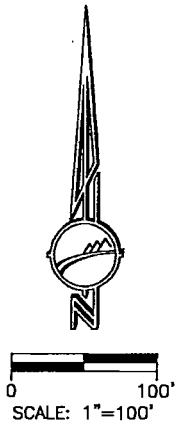
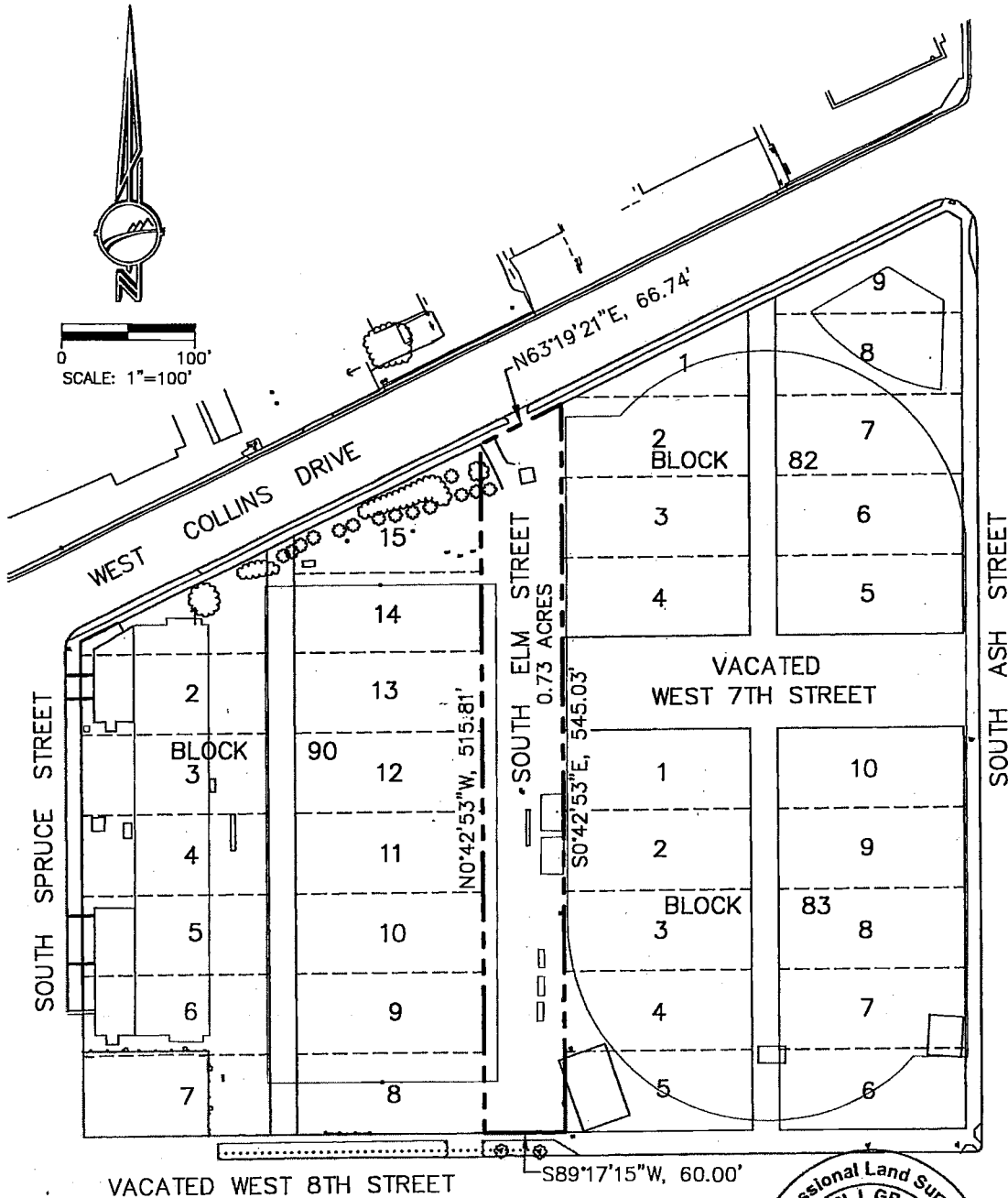


WLC ENGINEERING AND SURVEYING
 200 PRONGHORN STREET, CASPER, WYOMING 82601
 FOR

Client NATRONA COUNTY SCHOOL DISTRICT NO. 1 Address 970 N. GLENN ROAD
 City CASPER State WYOMING Zip 82601

PROPERTY LOCATION PLAT

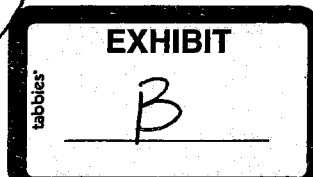
SE1/4NW1/4 Section 9, T. 33 N., R. 79 W., 6th Principal Meridian, Wyoming
 Lot _____ Block _____ Subdivision CITY OF CASPER
 City CASPER County NATRONA State WYOMING



Date: 6-20-18
 W.O. No. 14210
 Book No. _____, Pg. _____
 Drawn By: KRM

Acad File: NCHS ELM STREET VACATION EXHIBIT 50

S:\NCHS-BASSETTI-14210\SURVEY\DRAWINGS\ELM STREET VACATION EXHIBIT\NCHS ELM STREET VACATION EXHIBIT.DWG



March 8, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk *FT*
Carla Mills-Laatsch, Licensing Specialist *CLM*

SUBJECT: Establish the Public Hearing Date for a New Distillery Satellite Liquor License No. 1 for Backwards Distilling Company, LLC, d/b/a Backwards Distilling Company Satellite, Located at 214 South Wolcott.

Meeting Type & Date

Regular Council Meeting
April 2, 2019

Action type

Establish Public Hearing
Minute Action

Recommendation

That Council, by minute action, establish April 16, 2019 as the Public Hearing date for a new Distillery Satellite liquor license No. 1 for Backwards Distilling Company, LLC, d/b/a Backwards Distilling Company Satellite, located at 214 South Wolcott.

Summary

An application has been received for a new Distillery Satellite liquor license No. 1 for Backwards Distilling Company, LLC, d/b/a Backwards Distilling Company Satellite, located at 214 South Wolcott.

The State of Wyoming Liquor Division will duly review the application. The City of Casper Fire-EMS Department, City of Casper Community Development Department, and Natrona County Health Department will review this business and address to ensure compliance with local codes and ordinances.

As required by Municipal Code 05.08.070, a notice will be published in a local newspaper once a week for two consecutive weeks. As required by State Statute 12-4-104(a) it will be advertised on the City's website (www.casperwy.gov).

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

None

March 22, 2019

MEMO TO: J. Carter Napier, City Manager ^{TP}
FROM: Tom Pitlick, Financial Services Director ^{TP}
SUBJECT: Amendment to the Fiscal Year 2019 Budget

Meeting Type & Date:
Regular Council Meeting
April 2, 2019

Action type:
Public Hearing
Resolution

Recommendation:
That Council, by Resolution, authorize an amendment to the Fiscal Year 2019 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.

During the year, 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 amendment, if approved, would increase budgetary expenditures by \$3,842,295, including \$336,926 to the General Fund, \$542,274 to General Fund Dependent funds and \$2,963,095 to other municipal funds. The proposed changes are summarized throughout this document. Many of these changes will be offset by unexpected revenue sources or transfers from other fund budgets. Specific changes, by line item, are provided in the attachments.

Overview of General Fund Impacts

General Fund Expenditures – Increase General Fund expenditures by \$336,926 in the following manner:

- Step increase impact: GF Departments, remaining FY '19 budget = \$138,225 (see "Attachment A" for specific departmental impacts)
- Increase City Council expenditures by \$5,000
- Increase Social Community Service by \$10,000
- Increase City Attorney expenditures by \$59,008
- Increase City Clerk expenditures by \$11,000
- Increase Police Animal Control expenditures by \$91,790
- Increase Transfers Out by \$21,903

A more detailed description of the General Fund, non-step related, expenditure adjustments are presented below.

City Council – Increase budgeted expenditures by \$5,000.

- Funding for the Spay and Neuter Event was erroneously omitted from the approved FY '19 budget. Funding will be transferred from 1% #15.

Social Community Services – Increase budgeted expenditures by \$10,000.

- Funding towards CAEDA contract position to develop opportunity zones. .

City Attorney – Increase budgeted expenditures by \$59,008

- Funding for contract with River Oaks Communications Corp. for small wireless facilities cost study - \$56,750.
- Funding for Windows program conversion and phone replacements - \$538.
- Funding to cover additional printing/reproduction costs - \$1,720.

City Clerk – Increase budgeted expenditures by \$11,000

- Funding to cover additional ordinance publication costs - \$11,000.

Police (Animal Control) – Increase budgeted expenditures by \$91,790

- Funding for unbudgeted Holiday Pay - \$1,800
- Funding for unbudgeted postage, office supply, and printing expense - \$1,200
- Funding for unbudgeted Other Contractual expenses - \$6,500
- Funding for increased Other Material and Supplies - \$10,000
- Funding for increased Bulk Fuel expense - \$9,290
- Funding to replace ineffective radios - \$63,000

Transfers Out – Increase budgeted transfers out by \$21,903

- A position in Parks is being moved to the Athletics Division of the Rec Center (Fund 56). \$21,903 will be transferred from the General Fund to Fund 56. This will be offset by savings realized in the General Fund Parks Dept. budget.

GENERAL FUND SUMMARY:

- Total expenditure increase = \$336,926
- Offsetting revenues/transfers = \$26,903
- **Net impact to General Fund = (\$310,023)**

Overview of General Fund Dependent Impacts

General Fund Dependent Expenditures – Increase General Fund Dependent expenditures by \$542,274 in the following manner:

- Step increase impact to GF dependent Funds, remaining FY '19 budget = \$43,000 (see “Attachment A” for specific impacts)
- Increase CATC (Fund 18) expenditures by \$245,392
- Increase MPO (Fund 19) expenditures by \$219,640
- Increase Rec Center (Fund 56) expenditures by \$34,244

A more detailed description of the General Fund dependent, non-step related, expenditure adjustments are presented below:

CATC – Increase budgeted expenditures by \$245,392

- Additional funding was allocated to CATC post budget approval in the amount of \$113,000. This is to establish expenditure authority of these funds. In addition, \$1,672 will be needed to complete projects.
- With the \$113,000 subsequent City funding, the Federal Match increased by \$130,720. This amendment request would establish expenditure authority for these matching dollars.

MPO – Increase budgeted expenditures by \$219,640

- Additional WYDOT funding was made available in the amount of \$205,309. This will establish expenditure authority for those funds. A matching requirement of \$14,331 will be needed.

REC CENTER – Increase budgeted expenditures by \$34,244

- Positions were shifted from the Parks Dept. to the Recreation Center Fund (Fund 56). There will be an offsetting savings in the General Fund.

GENERAL FUND DEPENDENT SUMMARY:

- Total expenditure increase = \$542,274
- Offsetting revenue = \$449,029
- Transfers In = \$34,244
- **Net impact to General Fund Dependents = (\$59,001)**

Overview of Impacts to Other Funds

Other Fund Expenditures – Increase non-General Fund/General Fund dependent expenditures by \$2,963,095 in the following manner:

- Step increase impact to non-GF/GF dependent Funds, remaining FY '19 budget = \$42,458 (see “Attachment A” for specific impacts)
- Increase Weed & Pest (Fund 10) expenditures by \$25,000
- Increase Police Grants (Fund 16) expenditures by \$118,539

- Increase Refuse (Fund 43) expenditures by \$120,000
- Increase Balefill (Fund 44) expenditures by \$2,783
- Increase Capital Fund (Fund 30) by \$2,654,317

Weed and Pest – Increase budgeted expenditures by \$25,000 to reinstate funding for Master Gardner position. Recommended funding source – 1% #15.

Police Grants – Increase budgeted expenditures by \$118,539.

- A grant was awarded post FY '19 budget approval. Grant revenue will cover the requested expenditures.

Refuse – Increase budgeted expenditures by \$120,000

- The amount for outsourced fleet maintenance was under budgeted by \$120,000. A project planned for the current year will be delayed to cover the shortfall.

Balefill – Increase budgeted expenditures by \$2,783

- Increase budgeted part time salary expense to cover additional costs being incurred due to full time employee absences and increased work load.

Capital Fund – Increase budgeted expense by \$2,654,317

- Funding for replacement of AC unit that serves 135 Ash St. which failed last summer. This project was approved for 1% #16 funding in future years. Due to the failure, funding is being requested early so project can be underway. Project costs = \$200,000
- A \$49,900 donation was received from the NCS D Rec Board to support the Casper Mtn. Trail. This would provide expenditure authority to utilize these funds.
- \$5,000 transfer out to support Spay and Neuter expense in the GF.
- Transfer \$25,000 to Weed and Pest for Master Gardener Position
- Fund 31, Capital Equipment, has been merged with Fund 30, Capital Projects. This will move Fund 31 budgeted items into Fund 30. The \$2,374,417 increase will be offset by the transfer and no new funding will be required.

OTHER FUNDS FUND SUMMARY:

- Total expenditure increase = \$2,938,095
- Offsetting revenues = \$168,439
- Offsetting transfer = \$2,374,417
- **Net impact to Other Funds: = (\$395,241)**
 Refuse Reserves = \$120,000
 Balefill Reserves = \$2,783
 Capital Reserves = \$230,000
 Various Reserves to cover step increases = \$42,458

Financial Considerations:

While the amendment proposes to increase various expenditure budgets by \$3,842,295, the total net negative impact to Fund balances will be \$764,263. Of this, \$369,024 will affect the General Fund, which will be covered by current year excess sales tax revenues, and \$395,241 Enterprise

and non-General Fund Dependents. The balance will be absorbed by offsetting revenues and transfers from other funds.

Oversight/Project Responsibility:

Tom Pitlick, Financial Services Director

Attachments:

ATTACHMENT A – Step Increase Departmental Impact

ATTACHMENT B - Budget Amendment Listing By Line Item, April 2, 2019

ATTACHMENT A					
Impact of Reinstatement of Step Increases					REMAINING
					FY '19 IMPACT
DEPARTMENT/FUND	SALARIES	SS CONTRIB	RETIREMENT	W/C	TOTAL
City Manager	\$ 2,463	\$ 188	\$ 212	\$ 84	\$ 2,948
Attorney	\$ 1,878	\$ 144	\$ 162	\$ 64	\$ 2,247
Municipal Court	\$ 2,926	\$ 224	\$ 188	\$ 74	\$ 3,411
City Clerk	\$ 3,168	\$ 242	\$ 273	\$ 108	\$ 3,791
Finance	\$ 3,786	\$ 290	\$ 326	\$ 129	\$ 4,531
Human Resources	\$ 4,026	\$ 308	\$ 347	\$ 137	\$ 4,818
Planning	\$ 780	\$ 60	\$ 67	\$ 27	\$ 933
IT	\$ 1,952	\$ 149	\$ 168	\$ 66	\$ 2,337
Police	\$ 51,965	\$ 3,975	\$ 4,469	\$ 1,767	\$ 62,176
Dispatch	\$ 6,384	\$ 488	\$ 549	\$ 217	\$ 7,638
Fire	\$ 10,037	\$ 768	\$ 1,204	\$ 341	\$ 12,350
Code Enforcement	\$ 1,512	\$ 116	\$ 130	\$ 51	\$ 1,809
Engineering	\$ 5,236	\$ 401	\$ 451	\$ 178	\$ 6,266
Police Grants	\$ 1,281	\$ 98	\$ 110	\$ 44	\$ 1,533
Streets	\$ 8,759	\$ 670	\$ 755	\$ 298	\$ 10,482
Cemetery	\$ 3,694	\$ 283	\$ 318	\$ 126	\$ 4,421
Parks	\$ 5,459	\$ 418	\$ 471	\$ 186	\$ 6,532
Total General Fund	\$ 115,307	\$ 8,821	\$ 10,202	\$ 3,895	\$ 138,225
MPO	\$ 1,637	\$ 125	\$ 141	\$ 56	\$ 1,960
Metro Animal Control	\$ 5,754	\$ 440	\$ 496	\$ 196	\$ 6,886
Fleet	\$ 3,762	\$ 288	\$ 324	\$ 128	\$ 4,502
Rec Center	\$ 9,164	\$ 701	\$ 588	\$ 232	\$ 10,686
Aquatics	\$ 8,358	\$ 639	\$ 437	\$ 172	\$ 9,607
Ice Arena	\$ 5,677	\$ 434	\$ 276	\$ 109	\$ 6,496
Hogadon	\$ 2,394	\$ 183	\$ 206	\$ 81	\$ 2,864
Total GF Dependent	\$ 36,746	\$ 2,811	\$ 2,469	\$ 974	\$ 43,000
Weed and Pest	\$ 642	\$ 49	\$ 55	\$ 22	\$ 768
Golf	\$ 642	\$ 49	\$ 55	\$ 22	\$ 768
Refuse	\$ 5,652	\$ 432	\$ 487	\$ 192	\$ 6,764
Balefill	\$ 8,840	\$ 676	\$ 630	\$ 249	\$ 10,394
WTP	\$ 2,764	\$ 211	\$ 213	\$ 84	\$ 3,272
Water	\$ 3,409	\$ 261	\$ 294	\$ 116	\$ 4,080
Sewer	\$ 6,158	\$ 471	\$ 531	\$ 209	\$ 7,369
Waste Water	\$ 7,555	\$ 578	\$ 651	\$ 257	\$ 9,041
Total Non-GF/GF Depend	\$ 35,662	\$ 2,728	\$ 2,917	\$ 1,151	\$ 42,458
TOTAL ALL FUNDS	\$ 187,715	\$ 14,360	\$ 15,588	\$ 6,019	\$ 223,682

City of Casper
 FY18 Budget Amendment

Line by Line Detail

ATTACHMENT B - Detail Listing By Line				
Cost Center/Fund Name	Account Description	Item Explanation	Source of Funding	Amount
COUNCIL	Spay and Neuter Event	Omitted from original budget - s/b from 1% #15	1% #15	\$ 5,000
CITY MANGER	Salaries	Impact of step increase reinstatement	GF	\$ 2,463
CITY MANGER	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 188
CITY MANGER	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 212
CITY MANGER	Worker's Comp	Impact of step increase reinstatement	GF	\$ 84
SOCIAL COMMUNITY SERV.	Economic Development	CAEDA request for partial funding of position to develop opportunity zones	GF	\$ 10,000
ATTORNEY	Other Contractual	\$54,000 for River Oaks Communicatins Corp. for Small Wireless Facilities Cost Study plus \$2,500 for prospective litigation costs.	GF	\$ 56,750
ATTORNEY	Technologies - Replacement	Conversion of Windows 7 to 10 and phone replacement	GF	\$ 538
ATTORNEY	Salaries	Impact of step increase reinstatement	GF	\$ 1,878
ATTORNEY	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 144
ATTORNEY	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 162
ATTORNEY	Worker's Comp	Impact of step increase reinstatement	GF	\$ 64
ATTORNEY	Printing/Reproduction	Actual costs exceeding budget	GF	\$ 1,720
MUNICIPAL COURT	Salaries	Impact of step increase reinstatement	GF	\$ 2,926
MUNICIPAL COURT	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 224
MUNICIPAL COURT	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 188
MUNICIPAL COURT	Worker's Comp	Impact of step increase reinstatement	GF	\$ 74
CITY CLERK	Salaries	Impact of step increase reinstatement	GF	\$ 3,168
CITY CLERK	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 242
CITY CLERK	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 273
CITY CLERK	Worker's Comp	Impact of step increase reinstatement	GF	\$ 108
CITY CLERK	Advertising	Ordinance publication costs causing budget overrun	GF	\$ 11,000
FINANCE	Salaries	Impact of step increase reinstatement	GF	\$ 3,786
FINANCE	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 290
FINANCE	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 326
FINANCE	Worker's Comp	Impact of step increase reinstatement	GF	\$ 129
HUMAN RESOURCES	Salaries	Impact of step increase reinstatement	GF	\$ 4,026
HUMAN RESOURCES	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 308
HUMAN RESOURCES	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 347
HUMAN RESOURCES	Worker's Comp	Impact of step increase reinstatement	GF	\$ 137
PLANNING	Salaries	Impact of step increase reinstatement	GF	\$ 780
PLANNING	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 60
PLANNING	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 67
PLANNING	Worker's Comp	Impact of step increase reinstatement	GF	\$ 27

City of Casper
 FY18 Budget Amendment

Line-by-Line Detail

ATTACHMENT B - Detail Listing By Line				
Cost Center/Fund Name	Account Description	Item Explanation	Source of Funding	Amount
IT	Salaries	Impact of step increase reinstatement	GF	\$ 1,952
IT	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 149
IT	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 168
IT	Worker's Comp	Impact of step increase reinstatement	GF	\$ 66
POLICE	Salaries	Impact of step increase reinstatement	GF	\$ 51,965
POLICE	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 3,975
POLICE	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 4,469
POLICE	Worker's Comp	Impact of step increase reinstatement	GF	\$ 1,767
POLICE - ANIMAL CONTROL	Holiday Pay	No budget made available when function transferred from Metro Animal Control	GF	\$ 1,800
POLICE - ANIMAL CONTROL	Postage	same as above	GF	\$ 500
POLICE - ANIMAL CONTROL	Printing	same as above	GF	\$ 500
POLICE - ANIMAL CONTROL	Other Contractual	same as above	GF	\$ 6,500
POLICE - ANIMAL CONTROL	Office Supplies	same as above	GF	\$ 200
POLICE - ANIMAL CONTROL	Other Materials & Supplies	same as above	GF	\$ 10,000
POLICE - ANIMAL CONTROL	Bulk Fuel	same as above	GF	\$ 9,290
POLICE - ANIMAL CONTROL	Technology - Replacement	Replace ineffective radios for Animal Control Officers	GF	\$ 63,000
POLICE GRANTS	Salaries	Impact of step increase reinstatement	GF	\$ 1,281
POLICE GRANTS	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 98
POLICE GRANTS	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 110
POLICE GRANTS	Worker's Comp	Impact of step increase reinstatement	GF	\$ 44
POLICE DISPATCH	Salaries	Impact of step increase reinstatement	GF	\$ 6,384
POLICE DISPATCH	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 488
POLICE DISPATCH	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 549
POLICE DISPATCH	Worker's Comp	Impact of step increase reinstatement	GF	\$ 217
FIRE	Salaries	Impact of step increase reinstatement	GF	\$ 10,037
FIRE	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 768
FIRE	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 1,204
FIRE	Worker's Comp	Impact of step increase reinstatement	GF	\$ 341
CODE ENFORCEMENT	Salaries	Impact of step increase reinstatement	GF	\$ 1,512
CODE ENFORCEMENT	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 116
CODE ENFORCEMENT	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 130
CODE ENFORCEMENT	Worker's Comp	Impact of step increase reinstatement	GF	\$ 51
ENGINEERING	Salaries	Impact of step increase reinstatement	GF	\$ 5,236
ENGINEERING	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 401
ENGINEERING	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 451
ENGINEERING	Worker's Comp	Impact of step increase reinstatement	GF	\$ 178
STREETS	Salaries	Impact of step increase reinstatement	GF	\$ 8,759

City of Casper
 FY18 Budget Amendment
 Line by Line Detail

ATTACHMENT B - Detail Listing By Line				
Cost Center/Fund Name	Account Description	Item Explanation	Source of Funding	Amount
STREETS	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 670
STREETS	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 755
STREETS	Worker's Comp	Impact of step increase reinstatement	GF	\$ 298
CEMETERY	Salaries	Impact of step increase reinstatement	GF	\$ 3,694
CEMETERY	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 283
CEMETERY	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 318
CEMETERY	Worker's Comp	Impact of step increase reinstatement	GF	\$ 126
PARKS	Salaries	Impact of step increase reinstatement	GF	\$ 5,459
PARKS	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 418
PARKS	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 471
PARKS	Worker's Comp	Impact of step increase reinstatement	GF	\$ 186
GENERAL FUND	Transfers Out	Transfer of portion of Parks budget to Rec Center	Transfer	\$ 21,903
				\$ 336,926
WEED AND PEST	Salaries	Impact of step increase reinstatement	GF	\$ 642
WEED AND PEST	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 49
WEED AND PEST	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 55
WEED AND PEST	Worker's Comp	Impact of step increase reinstatement	GF	\$ 22
WEED AND PEST	Other Contractual	Reinstate funding for Master Gardener position	1% #15	\$ 25,000
				\$ 25,768
POLICE GRANTS	Overtime - prior grant year	Federal grant awarded after start of fiscal year	Unanticipated Revenues	\$ 10,102
POLICE GRANTS	Overtime	Federal grant awarded after start of fiscal year	Unanticipated Revenues	\$ 21,050
POLICE GRANTS	Overtime	Federal grant awarded after start of fiscal year	Unanticipated Revenues	\$ 21,000
POLICE GRANTS	Other Materials	Federal grant awarded after start of fiscal year	Unanticipated Revenues	\$ 6,000
POLICE GRANTS	Other Materials - prior grant year	Federal grant awarded after start of fiscal year	Unanticipated Revenues	\$ 587
POLICE GRANTS	Other Materials	Federal grant awarded after start of fiscal year	Unanticipated Revenues	\$ 25,000
POLICE GRANTS	Light Equipment	Federal grant awarded after start of fiscal year	Unanticipated Revenues	\$ 5,000
POLICE GRANTS	Standby Victim Witness Grant	State grant awarded after start of fiscal year	Unanticipated Revenues	\$ 2,600
POLICE GRANTS	Overtime	State grant awarded after start of fiscal year	Unanticipated Revenues	\$ 12,000
POLICE GRANTS	Overtime	State grant awarded after start of fiscal year	Unanticipated Revenues	\$ 12,000
POLICE GRANTS	Other Contractual	State grant awarded after start of fiscal year	Unanticipated Revenues	\$ 1,600
POLICE GRANTS	Other Contractual	State grant awarded after start of fiscal year	Unanticipated Revenues	\$ 1,600
				\$ 118,539

City of Casper
 FY18 Budget Amendment

Line by Line Detail

ATTACHMENT B - Detail Listing By Line				
Cost Center/Fund Name	Account Description	Item Explanation	Source of Funding	Amount
CATC	Programs and Projects	Increased due to \$113,000 add'l funding allocation via FY'19 BA #1; \$1,000 error in budget submission; and add'l funding needed for Transit Management Contract	Unanticipated Revenues	\$ 114,672
CATC	Programs and Projects	Federal Matching Funds Increased	Unanticipated Revenues	\$ 130,720
				\$ 245,392
MPO	Salaries	Impact of step increase reinstatement	GF	\$ 1,637
MPO	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 125
MPO	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 141
MPO	Worker's Comp	Impact of step increase reinstatement	GF	\$ 56
MPO	Travel & Training	Incr. due to availability of add'l WYDOT Funding-Match	GF	\$ 501
MPO	Travel & Training	Increased due to availability of add'l WYDOT Funding	Unanticipated Revenues	\$ 4,525
MPO	Technologies	Incr. due to availability of add'l WYDOT Funding-Match	GF	\$ 190
MPO	Technologies	Increased due to availability of add'l WYDOT Funding	Unanticipated Revenues	\$ 1,810
MPO	Programs and Projects	Incr. due to availability of add'l WYDOT Funding-Match	GF	\$ 13,640
MPO	Programs and Projects	Increased due to availability of add'l WYDOT Funding	Unanticipated Revenues	\$ 198,974
				\$ 221,599
Capital Projects	Technologies	Fund 31 being consolidated into Fund 30	Transfer	\$ 52,527
Capital Projects	Technologies - Replacement	same	Transfer	\$ 2,474
Capital Projects	Light Equipment	same	Transfer	\$ 136,906
Capital Projects	Light Equipment	same	Transfer	\$ 343,829
Capital Projects	Heavy Equipment	same	Transfer	\$ 509,272
Capital Projects	Light Equipment	same	Transfer	\$ 100,000
Capital Projects	Light Equipment	same	Transfer	\$ 620
Capital Projects	Light Equipment	same	Transfer	\$ 90,145
Capital Projects	Leased Facility Capital Improv	AC unit that serves 135 Ash Street failed last summer. Budgeted in 1% #16 but requesting work to begin in FY'19	1% #16	\$ 200,000
Capital Projects	FY 17 Casper Mtn Trail Ph 2 Match NCS	To account for a donation from the NCS D Rec Bd to support the Casper Mtn Trail Project	Donation	\$ 49,900
Capital Projects	Community Projects - 1% #15	Consolidation of Fund 32 into Fund 30. This will move budgeted funds from 32 into 30	Transfer	\$ 1,138,644
Capital Projects	Transfers Out	To Weed and Pest to support Master Gardener Position	Transfer	\$ 25,000
Capital Projects	Transfers Out	To GF to support Spay and Neuter costs	Transfer	\$ 5,000
				\$ 2,654,317
WATER	Salaries	Impact of step increase reinstatement	RESERVES	\$ 3,409

City of Casper
 FY18 Budget Amendment

Line-by-Line Detail

ATTACHMENT B - Detail Listing By Line				
Cost Center/Fund Name	Account Description	Item Explanation	Source of Funding	Amount
WATER	Social Security Contributions	Impact of step increase reinstatement	RESERVES	\$ 261
WATER	Retirement Contributions	Impact of step increase reinstatement	RESERVES	\$ 294
WATER	Worker's Comp	Impact of step increase reinstatement	RESERVES	\$ 116
				\$ 4,080
SEWER	Salaries	Impact of step increase reinstatement	RESERVES	\$ 6,158
SEWER	Social Security Contributions	Impact of step increase reinstatement	RESERVES	\$ 471
SEWER	Retirement Contributions	Impact of step increase reinstatement	RESERVES	\$ 531
SEWER	Worker's Comp	Impact of step increase reinstatement	RESERVES	\$ 209
				\$ 7,369
WASTE WATER	Salaries	Impact of step increase reinstatement	RESERVES	\$ 7,555
WASTE WATER	Social Security Contributions	Impact of step increase reinstatement	RESERVES	\$ 578
WASTE WATER	Retirement Contributions	Impact of step increase reinstatement	RESERVES	\$ 651
WASTE WATER	Worker's Comp	Impact of step increase reinstatement	RESERVES	\$ 257
				\$ 9,041
REFUSE	Salaries	Impact of step increase reinstatement	RESERVES	\$ 5,652
REFUSE	Social Security Contributions	Impact of step increase reinstatement	RESERVES	\$ 432
REFUSE	Retirement Contributions	Impact of step increase reinstatement	RESERVES	\$ 487
REFUSE	Worker's Comp	Impact of step increase reinstatement	RESERVES	\$ 192
REFUSE	Other Contractual	Underbudgeted amount for outsourced Fleet Main.	RESERVES	\$ 120,000
				\$ 126,763
BALEFILL	Salaries	Impact of step increase reinstatement	RESERVES	\$ 8,840
BALEFILL	Social Security Contributions	Impact of step increase reinstatement	RESERVES	\$ 676
BALEFILL	Retirement Contributions	Impact of step increase reinstatement	RESERVES	\$ 630
BALEFILL	Worker's Comp	Impact of step increase reinstatement	RESERVES	\$ 249
BALEFILL	RPT Equip Operator 1	Increased utilization of PT employee to cover FT absences and increased volumes	RESERVES	\$ 2,783
				\$ 13,178
AQUATICS	Salaries	Impact of step increase reinstatement	GF	\$ 8,358
AQUATICS	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 639
AQUATICS	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 437
AQUATICS	Worker's Comp	Impact of step increase reinstatement	GF	\$ 172
				\$ 9,606

City of Casper
 FY18 Budget Amendment

Line by Line Detail

ATTACHMENT B - Detail Listing By Line				
Cost Center/Fund Name	Account Description	Item Explanation	Source of Funding	Amount
GOLF	Salaries	Impact of step increase reinstatement	GOLF	\$ 642
GOLF	Social Security Contributions	Impact of step increase reinstatement	GOLF	\$ 49
GOLF	Retirement Contributions	Impact of step increase reinstatement	GOLF	\$ 55
GOLF	Worker's Comp	Impact of step increase reinstatement	GOLF	\$ 22
				\$ 768
ICE ARENA	Salaries	Impact of step increase reinstatement	GF	\$ 5,677
ICE ARENA	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 434
ICE ARENA	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 276
ICE ARENA	Worker's Comp	Impact of step increase reinstatement	GF	\$ 109
				\$ 6,496
HOGADON	Salaries	Impact of step increase reinstatement	GF	\$ 2,394
HOGADON	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 183
HOGADON	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 206
HOGADON	Worker's Comp	Impact of step increase reinstatement	GF	\$ 81
				\$ 2,864
WTP	Salaries	Impact of step increase reinstatement	RESERVES	\$ 2,764
WTP	Social Security Contributions	Impact of step increase reinstatement	RESERVES	\$ 211
WTP	Retirement Contributions	Impact of step increase reinstatement	RESERVES	\$ 213
WTP	Worker's Comp	Impact of step increase reinstatement	RESERVES	\$ 84
				\$ 3,272
REC CENTER	Salaries	Impact of step increase reinstatement	GF	\$ 9,164
REC CENTER	Social Security Contributions	Impact of step increase reinstatement	GF	\$ 701
REC CENTER	Retirement Contributions	Impact of step increase reinstatement	GF	\$ 588
REC CENTER	Worker's Comp	Impact of step increase reinstatement	GF	\$ 232
REC CENTER	Park & Rec Worker II	Moving position from Parks to Recreation	Transfer	\$ 12,272
		A Parks & Rec Worker III was moved to the Athletics Division of the Rec Center. This position will be upgraded to a Parks & Rec Worker IV. The Rec Center did not budget for this position. Funding will be moved from Parks to cover the wage/benefits for this position		
REC CENTER	Parks & Rec Worker IV		Transfer	\$ 8,444
REC CENTER	Health Insurance	same as above	Transfer	\$ 3,507
REC CENTER	Health Insurance	same as above	Transfer	\$ 7,195
REC CENTER	Other Insurance Benefits	same as above	Transfer	\$ 30
REC CENTER	Other Insurance Benefits	same as above	Transfer	\$ 80

City of Casper
 FY18 Budget Amendment
 Line-by-Line Detail

ATTACHMENT B - Detail Listing By Line					
Cost Center/Fund Name	Account Description	Item	Explanation	Source of Funding	Amount
REC CENTER	FICA/Medicare		same as above	Transfer	\$ 124
REC CENTER	Social Security Contributions		same as above	Transfer	\$ 939
REC CENTER	Retirement		same as above	Transfer	\$ 140
REC CENTER	Retirement		same as above	Transfer	\$ 1,089
REC CENTER	W/C		same as above	Transfer	\$ 95
REC CENTER	W/C		same as above	Transfer	\$ 329
					\$ 44,929
FLEET	Salaries		Impact of step increase reinstatement	GF	\$ 3,762
FLEET	Social Security Contributions		Impact of step increase reinstatement	GF	\$ 288
FLEET	Retirement Contributions		Impact of step increase reinstatement	GF	\$ 324
FLEET	Worker's Comp		Impact of step increase reinstatement	GF	\$ 128
					\$ 4,502
METRO ANIMAL CONTROL	Salaries		Impact of step increase reinstatement	GF	\$ 5,754
METRO ANIMAL CONTROL	Social Security Contributions		Impact of step increase reinstatement	GF	\$ 440
METRO ANIMAL CONTROL	Retirement Contributions		Impact of step increase reinstatement	GF	\$ 496
METRO ANIMAL CONTROL	Worker's Comp		Impact of step increase reinstatement	GF	\$ 196
					\$ 6,886
				Expenditure Total	\$ 3,842,295

RESOLUTION NO.19-49

A RESOLUTION AMENDING THE FISCAL YEAR 2019 BUDGET OF THE CITY OF CASPER, AUTHORIZING THE ADJUSTMENT OF FUNDS THEREUNDER.

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

SECTION 1.

Pursuant to published notice and a hearing conducted as provided by law, the Council of the City of Casper, Natrona County, Wyoming, hereby amends the budget of the City of Casper for Fiscal Year 2019 in the following manner:

(The following will be offset by unanticipated revenues)

City Manager	\$ 2,948
Social Community Service	\$ 10,000
City Attorney	\$ 61,256
Municipal Court	\$ 3,411
City Clerk	\$ 14,791
Finance	\$ 4,531
Human Resources	\$ 4,818
Planning	\$ 933
Information Technology	\$ 2,337
Police	\$ 62,176
Police Dispatch	\$ 7,638
Police Animal Control	\$ 91,790
Police Grants	\$ 120,072
Fire	\$ 12,350
Code Enforcement	\$ 1,809
Engineering	\$ 6,266
Streets	\$ 10,482
Cemetery	\$ 4,421
Parks	\$ 6,532
CATC	\$ 245,392
MPO	\$ 221,599
Capital Projects	\$ 49,900
Aquatics	\$ 9,607
Ice Arena	\$ 6,496
Hogadon	\$ 2,864
Rec Center	\$ 10,686
Fleet	\$ 4,502
Metro Animal Control	\$ 6,886
Total	\$ 986,493

(The following will be offset by use of reserves)

City Council	\$ 5,000
Health/Safety/Community Services	\$ 25,000
Weed and Pest	\$ 768
Golf	\$ 768
Capital Projects	\$ 200,000
Water	\$ 4,080
Sewer	\$ 7,369
WWTP	\$ 9,041
Refuse	\$ 126,763
Balefill	\$ 13,178
WTP	<u>\$ 3,272</u>
Total	\$ 395,239

(The following will be offset through budget transfers)

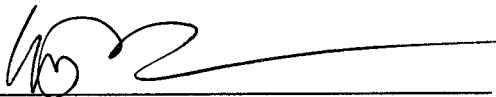
Transfers Out-Gen Fund	\$ 21,903
Transfers Out – Capital Fund	\$ 30,000
Capital Projects	\$2,374,417
Casper Recreation Center	<u>\$ 34,243</u>
Total	\$2,460,563

SECTION 2.

Should any of the funds hereby adjusted under this amended budget not be completely expended or encumbered they shall revert to the year-end fund balance.

PASSED, APPROVED, AND ADOPTED this 2nd day of April, 2019.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

March 29, 2019

MEMO TO: J. Carter Napier, City Manager ^{JP} _{Feb} _{JCN}

FROM: Liz Becher, Community Development Director *LB*

SUBJECT: Cancellation of the Public Hearing for Consideration of an Ordinance approving an Annexation and Plat Creating the West Casper Commerce Center Addition, establishing the Zoning of said Addition as C-2 (General Business), and Approving the Subdivision Agreement between the City and Seven Synergy Holdings, LLC.

Recommendation:

That Council, by minute action, cancel the April 2, 2019 public hearing for the consideration of an ordinance to approve an annexation and a plat creating the West Casper Commerce Center Addition; establish the zoning of said Addition as C-2 (General Business), and approve the Subdivision Agreement between the City and Seven Synergy Holdings, LLC.

Summary:

In order to allow publication and public notice prior to the public hearing, staff is requesting that the Council cancel the April 2, 2019 public hearing, and establish the new date of public hearing as April 16, 2019.

March 19, 2019

MEMO TO: J. Carter Napier, City Manager

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk
Carla Mills-Laatsch, Licensing Specialist

SUBJECT: Public Hearing date for a Transfer of Location for Retail Liquor License No. 21, from Modern Electric Co, d/b/a Wyoming Bootlegger Liquor, Located at 240 & 242 West 1st Street to Modern Electric Co, d/b/a Wyoming Bootlegger Liquor, Located at 100 North Ash.

Meeting Type & Date

Regular Council Meeting
April 2, 2019

Action type

Public Hearing
Minute Action

Recommendation

That Council, by minute action, consider the application for a transfer of location for retail liquor license No. 21 from Modern Electric Co, d/b/a Wyoming Bootlegger Liquor, located at 240 and 242 West 1st Street to Modern Electric Co, d/b/a Wyoming Bootlegger Liquor located at 100 North Ash.

Summary

An application has been received for a transfer of location for Retail Liquor License No. 21 from Modern Electric Co, d/b/a Wyoming Bootlegger Liquor, located at 240 and 242 West 1st Street to 100 North Ash. The owners of Wyoming Bootlegger Liquor are wishing to move to a larger location.

This address was the former sight of The Sandbar Lounge. Modern Electric bought this building and its liquor license in February of 2016. They transferred the liquor license in February of 2017 to its current location at 240 and 242 West 1st Street. Crazy Peddler moved into the building in April of 2017 and closed in December of 2018. If this is transfer is approved, it will be effective April 30th, 2019.

As required by Municipal Code 05.08.070, a notice was published in a local newspaper once a week for two consecutive weeks. As required by State Statute 12-4-104(a) it is being advertised on the City's website (www.casperwy.gov).

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility
Carla Mills-Laatsch, Licensing Specialist

Attachments
Copy of Application
Affidavit of Website Publication

NEW OR TRANSFER LIQUOR LICENSE OR PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY	
Customer #:	_____
Trf from:	_____
Reviewer:	Initials _____ Date _____
Agent:	_____ / ____ / ____
Chief:	_____ / ____ / ____

To be completed by City/County Clerk

Local License #: Retail 21
 License Fees Annual Fee: \$ _____ Date filed with clerk: 02 122 19
 Prorated Fee: \$ _____ Advertising Dates: (2 Weeks) 03/8/2019 & 03/10/2019
 Transfer Fee: \$ 100.00 Hearing Date: 04 102 2019
 Publishing Fee: \$ _____
 Publishing Fee Direct Billed to Applicant:
 License Term: 04 103 2019 Through 03 131 2020
Month Day Year Month Day Year

LICENSING AUTHORITY: Begin publishing promptly. As W.S. 12-4-104(d) specifies: **NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.**

Applicant: MODERN ELECTRIC CO
 Trade/Business Name (dba): WYOMING BOOTLEGGERS LIQUOR
 Building to be licensed/Building Address: 100 NORTH ASH
Number & Street
Casper, WY 82601
City State Zip
 Mailing Address: PO Box 2107
Number & Street or P.O. Box
Casper WY 82601
City State Zip
 Business Telephone Number: (307) 266-1711 Fax Number: (307) 266-2165
 E-Mail Address: wilson@modern-electric.com
 Brief legal description and the zoning of the licensed building or site for licensed building: W.S. 12-4-102 (a) (vi)
MINOR BLOCK 7 LOT 17-19 INCL COMMERCIAL

FILING FOR	FILING IN (CHOOSE ONLY ONE)	FILING AS (CHOOSE ONLY ONE)
<input type="checkbox"/> NEW LICENSE <input checked="" type="checkbox"/> TRANSFER OF LOCATION	<input type="checkbox"/> CITY OF: <u>CASPER</u> <input type="checkbox"/> COUNTY OF: <u>NATRONA</u>	<input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LP/LLP <input type="checkbox"/> LLC <input checked="" type="checkbox"/> CORPORATION <input type="checkbox"/> LTD PARTNERSHIP <input type="checkbox"/> ORGANIZATION <input type="checkbox"/> OTHER _____
<input type="checkbox"/> TRANSFER OWNERSHIP FORMERLY HELD BY: _____	<input type="checkbox"/> ASSIGNMENT LETTER ATTACHED	

TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

<input type="checkbox"/> RETAIL LIQUOR LICENSE ON-PREMISE ONLY (BAR) <input type="checkbox"/> OFF-PREMISE ONLY (PACKAGE STORE) <input checked="" type="checkbox"/> COMBINATION ON/OFF PREMISE (BOTH BAR & PACKAGE STORE)	<input type="checkbox"/> RESTAURANT LIQUOR LICENSE <input type="checkbox"/> RESORT LIQUOR LICENSE <input type="checkbox"/> BAR AND GRILL LIMITED RETAIL (CLUB) <input type="checkbox"/> VETERANS CLUB <input type="checkbox"/> FRATERNAL CLUB <input type="checkbox"/> GOLF CLUB <input type="checkbox"/> SOCIAL CLUB	<input type="checkbox"/> MICROBREWERY <input type="checkbox"/> WINERY <input type="checkbox"/> DISTILLERY SATELLITE <input type="checkbox"/> WINERY SATELLITE <input type="checkbox"/> COUNTY RETAIL or SPECIAL MALT BEVERAGE PERMIT SPECIAL DESIGNATIONS <input type="checkbox"/> CONVENTION FACILITY <input type="checkbox"/> CIVIC CENTER/EVENT CENTER/PUBLIC AUDITORIUM <input type="checkbox"/> GOLF CLUB <input type="checkbox"/> GUEST RANCH <input type="checkbox"/> RESORT
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

To Assist the Liquor Division with scheduling inspections: **WHEN DO YOU OPERATE?**

<input checked="" type="checkbox"/> FULL TIME (e.g. Jan through Dec) (specify months of operation) from _____ to _____	<input type="checkbox"/> SEASONAL/PART-TIME DAYS OF WEEK (e.g. Mon through Sat) from _____ to _____	<input type="checkbox"/> NON-OPERATIONAL/PARKED HOURS OF OPERATION (e.g. 10a - 2a) from _____ to _____
---------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

ALL APPLICANTS MUST COMPLETE QUESTIONS 1- 6

1. BUILDING OWNERSHIP: Does the applicant? W.S. 12-4-103 (a) (iii)

(1) **OWN** the licensed building? YES (own) YES (lease)

(2) **LEASE** the licensed building? (Lease must be through the term of the liquor license)

If Yes, please submit a copy of the lease and indicate:

(A) When the lease expires, located on page _____ paragraph _____ of lease.

(B) Where the **Sales** provision for alcoholic or malt beverages is located, on page _____ paragraph _____ of lease. (MUST contain a provision for **SALE OF ALCOHOLIC or MALT BEVERAGES.**)

2. To operate your liquor business, have you assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license and the licensed building? W.S. 12-4-601 (b) YES NO
3. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403
- (a) Hold any interest in the license applied for? YES NO
 - (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business? YES NO
 - (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? YES NO
 - (d) If you answered **YES** to any of the above, explain fully and submit any documents in connection there within:

4. Does the applicant have any interest or intent to acquire an interest in any other liquor license issued by this licensing authority? W.S. 12-4-103 (b) YES NO
- If "YES", explain: _____

5. If applicant is filing as an **Individual, Partnership or Club**: W.S. 12-4-102 (a) (ii) & (iii)
 Each individual, partner or club officer must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip <i>DO NOT LIST PO BOXES</i>	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application.)

6. If the applicant is a **Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership**: W.S. 12-4-102 (a) (iv) & (v)

Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation, limited liability company, limited liability partnership, or limited partnership, **and every officer, and every director** must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip <i>DO NOT LIST PO BOXES</i>	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
RICHARD VIGNAROLI						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Dawn Diaz						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
KATHA WILSON						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application)

7. BAR AND GRILL LICENSE:

Have you submitted a valid food service permit or application? W.S. 12-4-413 (a) YES NO

8. RESTAURANT LICENSE:

(a) Give a description of the dispensing room(s) and state where it is located in the building. W.S. 12-4-408 (b) (e.g. 10 x 12 room in SE corner of building): _____

(b) Have you submitted a valid food service permit or application? W.S. 12-4-407 (a) YES NO

(c) Have you attached a drawing of the establishment that includes the restaurant dispensing room(s)? W.S. 12-4-410 (f) YES NO

9. RESORT LICENSE:

Does the resort complex:

(a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) YES NO

(b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) YES NO

(c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) YES NO

(d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv) YES NO

(e) Are you contracting/leasing the food and beverage services? W.S. 12-4-403(b)
1. If Yes, have you submitted a copy of the food and beverage contract/lease? YES NO

10. MICROBREWERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) YES NO

(a) If "YES", please specify type: RETAIL RESTAURANT RESORT BAR AND GRILL WINERY

(b) Do you self distribute your products? W.S. 12-2-201(a) (Requires wholesaler license with the Liquor Division) YES NO

(c) Do you distribute your products through an existing malt beverage wholesaler? W.S. 12-2-201(g)(i) (Requires authorization to sell license with the Liquor Division) YES NO

11. WINERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) YES NO

(a) If "YES", please specify type: RETAIL RESTAURANT RESORT BAR AND GRILL MICROBREWERY

12. LIMITED RETAIL (CLUB) LICENSE:

FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

(a) Has the fraternal organization been actively operating in at least thirty-six (36) states? YES NO

(b) Has the fraternal organization been actively in existence for at least twenty (20) years? YES NO

13. LIMITED RETAIL (CLUB) LICENSE:

VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):

(a) Does the Veteran's organization hold a charter by the Congress of the United States? YES NO

(b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? YES NO

14. LIMITED RETAIL (CLUB) LICENSE:

GOLF CLUBS W.S. 12-1-101(a)(iii)(D)/W.S. 12-4-301(e):

(a) Do you have more than fifty (50) bona fide members? YES NO

(b) Do you own, maintain, or operate a bona fide golf course together with clubhouse? YES NO

(c) Are you a political subdivision of the state that owns, maintains, or operates a golf course? YES NO

1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g) YES NO

2. If Yes, have you submitted a copy of the food and beverage contract/lease? YES NO

15. LIMITED RETAIL (CLUB) LICENSE:

SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E)/W.S. 12-4-301(b):

- (a) Do you have more than one hundred (100) bona fide members who are residents of the county in which the club is located? YES NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? YES NO
- (c) Is the club qualified as a tax exempt organization under the Internal Revenue Service? YES NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? YES NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? YES NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? YES NO
- (g) Have you filed a true copy of your bylaws with this application? YES NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition Attached) YES NO

REQUIRED ATTACHMENTS:

- A statement indicating the financial condition and financial stability of the applicant W.S. 12-4-102 (a) (vi).
- Restaurants: include a drawing of the establishment that includes the dispensing room(s) W.S. 12-4-410 (f).
- Attach any lease agreements (especially for resort/political subdivisions leasing out food & beverage services) W.S. 12-4-103 (a) (iii)/ W.S. 12-4-403(b)/W.S. 12-4-301(e).
- If transferring a license from one ownership to another, a form of assignment from the current licensee to the new applicant authorizing the transfer W.S. 12-4-601 (b).

OATH OR VERIFICATION

(Requires signatures by ALL Individuals, ALL Partners, ONE (1) LLC Member, or TWO (2) Corporate Officers or Directors except that if all the stock of the corporation is owned by ONE (1) individual then that individual may sign and verify the application upon his oath, or TWO (2) Club Officers.) W.S. 12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

STATE OF WYOMING)
) SS.
COUNTY OF NATRONA)

Signed and sworn to before me on this 20th day of February, 2019 that the facts alleged in the foregoing instrument are true by the following:

- | | | | |
|----|-----------------------------------|----------------------------------------------|-------------------------------------|
| 1) | <u>[Signature]</u>
(Signature) | <u>Richarda Vignarelli</u>
(Printed Name) | <u>President</u>
Title |
| 2) | <u>[Signature]</u>
(Signature) | <u>DAWN CLARK</u>
(Printed Name) | <u>Corporate Secretary</u>
Title |
| 3) | <u>[Signature]</u>
(Signature) | <u>KRISTIN WILSON</u>
(Printed Name) | <u>TREASURER</u>
Title |
| 4) | _____
(Signature) | _____
(Printed Name) | _____
Title |
| 5) | _____
(Signature) | _____
(Printed Name) | _____
Title |
| 6) | _____
(Signature) | _____
(Printed Name) | _____
Title |

Witness my hand and official seal:



(SEAL)

[Signature]
Signature of Notary Public

My commission expires: 4/21/19



City Clerk's Office
City of Casper

AFFIDAVIT OF WEBSITE PUBLICATION

State of Wyoming)
County of Natrona)

I, the undersigned, being in the employ of the City of Casper and responsible for the publishing and posting of notices for the Casper City Council's public hearings concerning liquor licensing, and knowing the facts herein set forth do solemnly swear that:

- Notice of the public hearing set forth below was posted continually on the City of Casper website in accordance with W.S. 12-4-104. The said posting commenced on 03/20/2019 and ended on 04/03/2019 and
- Attached is image of the Notice as actually posted on the City of Casper website (www.caserwy.gov) for the entire period referenced above.

By: Anita Mills-Loatch

Date: 03/20/2019

Title: Licensing Specialist

Scribed in my presence and sworn before me on this

20th day of March, 2019

Christa K. Wiggs



Provide to City of Casper Central Records

Modern Electric Co

Notice is hereby given that on the 22nd day of February, 2019, Modern Electric Co applied for a transfer of location for Retail Liquor License No. 21 in the office of the Clerk of the City of Casper, Wyoming for the following described place, 100 North Ash Street, and protests, if any there be, against the issuance of the license will be heard at the hour of 6 p.m., on the 2nd day of April, 2019 in the City Council Chambers at 200 North David.

Dated: 3/5/2019

ORDINANCE NO. 7-19

AN ORDINANCE APPROVING THE CABIN CREEK ESTATES NO. 4 SUBDIVISION AGREEMENT AND THE FINAL PLAT OF CABIN CREEK ESTATES NO. 4, COMPRISING 0.22 ACRES, MORE OR LESS.

WHEREAS, an application has been made for final plat approval of Cabin Creek Estates No. 4, creating a single lot subdivision (the "plat"); and,

WHEREAS, the plat consists of previously unplatted land located within the Paradise Valley Golf Course property, being a Portion of the SE1/4 of Section 14, T.33N., R.80W., 6th P.M., Natrona County, Wyoming; and,

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

WHEREAS, the plat requires approval by ordinance following a public hearing; and,

WHEREAS, after a public hearing, the City of Casper Planning and Zoning Commission passed a motion recommending that the City Council approve the request to plat the above referenced property; and,

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

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

SECTION 1:

That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, the Cabin Creek Estates No. 4 Subdivision Agreement.

SECTION 2:

That the final plat of the Cabin Creek Estates No. 4 Addition is hereby approved under terms and conditions of the Cabin Creek Estates No. 4 Subdivision Agreement.

SECTION 3:

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

PASSED on 1st reading the 5th day of March, 2019.

PASSED on 2nd reading the 19th day of March, 2019.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the _____ day of _____, 2019.

APPROVED AS TO FORM:




ATTEST:

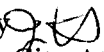
Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Charles Powell
Mayor

March 15, 2019

TO: J. Carter Napier, City Manager 

FROM: John Henley, City Attorney 
Wallace Trembath, Deputy City Attorney *W.T.*

Subject: Authorizing a 3-Year Agreement with Thomson Reuters for Westlaw Internet Legal Research Services for the City Attorney's Office.

Meeting Type & Date

Regular City Council Meeting
April 2, 2019

Action type

Resolution

Recommendation:

That Council, by resolution, authorize the 3-year Agreement with Thomson Reuters for Westlaw internet legal research services for the City Attorney's Office.

Summary:

The City Attorney's Office subscribes to Westlaw internet law library research services through Thomson Reuters for statutes, case law, forms and many other materials for its legal research needs. The Agreement for these services will expire shortly. It is advantageous to the City to renew the Agreement for 3 years, as it will save the City approximately \$7,500 compared to a 1-year subscription rates.

Financial Considerations

The total estimated subscription cost under the Agreements is \$15,532.32 for the first annual term, with each annual renewal term thereafter capped at a 2% increase. The three-year subscription plans are further subject to a "non-availability of funds" clause for government subscribers. This clause allows the City to cancel the Agreement in the event there is a lack of funding for the service.

Oversight/Project Responsibility

John Henley

Attachments

A copy of the Agreement is included for your review, along with a resolution authorizing the Mayor to execute the Agreement on behalf of the City.



THOMSON REUTERS

Order Form

Order ID: Q-00427222

Contact your representative dan.ramirez@thomsonreuters.com with any questions. Thank you.

Account Address

Account #: 1000497041
CASPER CITY ATTORNEY
200 N DAVID ST ROOM 102
CASPER WY 82601-1815 US

Shipping Address

Account #: 1000497041
CASPER CITY ATTORNEY
200 N DAVID ST ROOM 102
CASPER WY 82601-1815 US

Billing Address

Account #: 1000497041
CASPER CITY ATTORNEY
200 N DAVID ST ROOM 102
CASPER, WY 82601-1815 US

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means "West", "we" or "our" and Subscriber means "you", or "I". Subscription terms, if any, follow the ordering grids below.

ProFlex Products See Attachment for details

Service Material	Product	Monthly Charges	Minimum Term (Months)	Year Over Year Increase During Minimum Term
40757482	WEST PROFLEX	\$1,359.63	36	2%

Minimum Terms

Online/ Practice Solution/Software/ProFlex Products: Monthly Charges begin on the date we process your order and will be prorated for the number of days remaining in that calendar month, if any. Your Monthly Charges will continue for the number of complete calendar months listed in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Subscriber ("you" or "I") is also responsible for all Excluded Charges. Excluded Charges are for accessing Westlaw data or a Practice Solutions service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

our existing contract applies JH

For Window Products: Monthly Charges begin on the date we process your order and will continue for the number of complete calendar months in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Monthly Charges are due regardless of the level of your usage. Transactional usage charges that exceed the Monthly Charges are waived up to the Monthly Window amount stated above. In addition to the Monthly Charges you are responsible for transactional usage charges in excess of the Monthly Window. Transactional charges are calculated based upon our then-current Schedule A rates. You are also responsible for all Excluded Charges. Excluded Charges are charges for accessing a service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

Post Minimum Terms

For Online/Practice Solutions/Software /ProFlex Products: At the end of the Minimum Term your Monthly Charges will increase by 7%. Thereafter, the Monthly Charges will increase every 12 months unless we notify you of a different rate at least 90 days before the annual increase. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803.

close unless renewed or renegotiated

Automatic Renewal Term for Window Products. At the end of the Minimum Term your Monthly Charges will be billed at up to our then-current rate. Thereafter, we may modify the Monthly Charges if we notify you of a different rate with at least 90 days notice. The Monthly Window will remain unchanged. You are also responsible for all Excluded Charges. Excluded Charges may change after 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

Federal Government Subscribers Optional Minimum Term. Federal government subscribers that chose a multi-year Minimum Term, those additional months will be implemented at your option pursuant to federal law.

Miscellaneous

Charges, Payments & Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Settling a Disputed Balance. Payments marked "paid in full", or with any other restrictive language will not operate as an accord and satisfaction without our prior written approval. We reserve our right to collect any remaining amount due to us on your account. Partial payments intended to settle an outstanding balance in full must be sent to: Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN

55123-1803, along with a written explanation of the disagreement or dispute. This address is different from the address you use to make account payments.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card, debit card or electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you have previously authorized us to bill a credit card, debit card or make electronic fund transfers for West subscriptions on an ongoing basis, or authorizing the same as part of this order, no further action is needed.

Returns and Refunds. You may return a print product to us within 45 days of the original shipment date if you are not completely satisfied. Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack, WestPack, Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS, Peer Monitor, and Data Privacy Advisor charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Applicable Law. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a non-government entity, this Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

Excluded Charges. If you access services that are not included in your subscription you will be charged our then-current rate ("Excluded Charges"). Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located at the links below. Excluded Charges may change after at least 30 days written or online notice.

<http://static.legalsolutions.thomsonreuters.com/static/agreement/plan-2-pro-govt-agencies.pdf>

<http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-concourse-case-notebook-hosted.pdf>

Thomson Reuters General Terms and Conditions, apply to all products ordered, except print and is located at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions.pdf>.

The Thomson Reuters General Terms and Conditions for Federal Subscribers is located at <https://static.legalsolutions.thomsonreuters.com/static/Federal-ThomsonReuters-General-Terms-Conditions.pdf>. In the event that there is a conflict of terms between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval.

Banded Product Subscriptions You certify the total number of attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in the applicable Quantity column. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater, we reserve the right to increase your charges as applicable.

Product Specific Terms. The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions-PST.pdf>. If the product is not part of your order, the product specific terms do not apply. If there is a conflict between product specific terms and the Order Form, the product specific terms control.

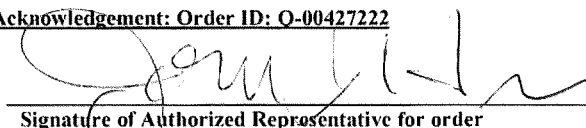
- Campus Research
- Contract Express
- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km Software
- West LegalEdcenter
- Westlaw
- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

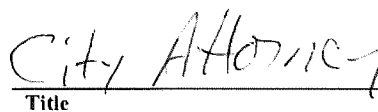
Additional Order Form Terms and Conditions

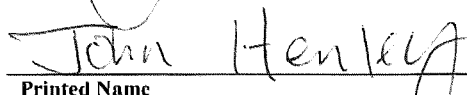
Government Non Availability of Funds for Online, Practice Solutions or Software Products

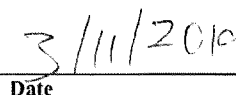
You may cancel a product or service with at least 60 days written notice if you do not receive sufficient appropriation of funds. Your notice must include an official document, (e.g., executive order, an officially printed budget or other official government communication) certifying the non-availability of funds. You will be invoiced for all charges incurred up to the effective date of the cancellation.

Acknowledgement: Order ID: Q-00427222


Signature of Authorized Representative for order


Title


Printed Name


Date

This Order Form will expire and will not be accepted after 4/28/2019.



Attachment

Order ID: Q-00427222

Contact your representative dan.ramirez@thomsonreuters.com with any questions. Thank you.

Payment, Shipping, and Contact Information

Payment Method:

Payment Method: Bill to Account
Account Number: 1000497041

Order Confirmation Contact (#28)

Contact Name: Wallace Trembath
Email: wtrembath@casperwy.gov

Shipping Information:

Shipping Method: Ground Shipping - U.S. Only

ProFlex Multiple Location Details

Account Number	Account Name	Account Address	Action
1000497041	CASPER CITY ATTORNEY	200 N DAVID ST ROOM 102 CASPER WY 82601-1815 US	New

ProFlex Product Details

Quantity	Unit	Service Material #	Description
5	Attorneys	42077755	Gvt - Analytical Plus for Government
5	Attorneys	41933492	Gvt Know How For Government (Westlaw PRO™)
5	Attorneys	41985648	Gvt - Related Documents For Government (Westlaw PRO™)
5	Attorneys	41994565	Gvt - National Reporter Images For Government (Westlaw PRO™)
5	Attorneys	42077751	Gvt - National Primary Core

Account Contacts

Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description
Wallace	Trembath	wtrembath@casperwy.gov	EML PSWD CONTACT

Lapsed Products


Sub Material	Active Subscription to be Lapsed
40988687	Government Select Level 3 States (WestlawNext™)

**SIGNATURE PAGE ATTACHMENT TO THE AGREEMENT
(ORDER FORM, ORDER ID Q-0042722) BETWEEN THOMPSON REUTERS AND THE
CITY OF CASPER, WYOMING FOR WEST PROFLEX LEGAL RESEARCH SERVICES**

APPROVAL AS TO FORM

I have reviewed the attached Agreement (*Order Form, Order ID: Q-0042722*), and approve it as to form on behalf of the City of Casper, Wyoming.

Dated: March 25, 2019.



Wallace Trembath III
Deputy City Attorney

MAYOR'S SIGNATURE

Resolution No. _____ was passed by Council on April ____, 2019, authorizing the Mayor to execute the Agreement. In witness whereof, I, Charles Powell, as the Mayor of the City of Casper, hereby execute the Agreement (*Order Form, Order ID: Q-0042722*) on behalf of the City of Casper.

Charles Powell
Mayor

Dated: _____, 2019.

CITY CLERK'S ATTESTATION

As the Clerk of the City of Casper, I hereby attest the above referenced Agreement.

Fleur D. Tremel
City Clerk

Dated: _____, 2019.

RESOLUTION NO. 19-50

A RESOLUTION APPROVING A 3-YEAR AGREEMENT WITH THOMSON REUTERS FOR WESTLAW INTERNET LEGAL RESEARCH SERVICES FOR THE CITY ATTORNEY'S OFFICE.

WHEREAS, the City Attorney's Office subscribes to Westlaw internet legal research services for statutes, caselaw, forms and other materials for its legal research needs from Thomson Reuters, and the Agreement is expiring shortly; and,

WHEREAS, for cost savings, it is advantageous for the City to renew the Agreement for 3-years; and,

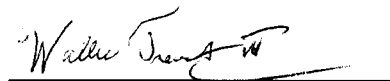
WHEREAS, the total estimated yearly subscription cost under the Agreement is \$1,359.63 per month for the first annual term, with each annual renewal term thereafter subject to a 2% increase; and,

WHEREAS, a 3-year subscription plan is further subject to a "non-availability of funds" clause for government subscribers which allows the City to cancel the Agreement if there is a future lack of funding for these services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized to execute the Agreement (a.k.a., "Order Form") for the "West Proflex" plan through Thomson Reuters for the City Attorney's Office legal research services.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2019.

APPROVED AS TO FORM:



ATTEST:

Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Charles Powell
Mayor

March 15, 2019

MEMO TO: J. Carter Napier City Manager *JCN*

FROM: Andrew B. Beamer, P.E., Public Services Director *AB*
Andrew Colling, Engineering Tech

SUBJECT: Authorizing an agreement with Whited Floor Surfacing, in the amount of \$51,250 for the Rec Center Floor Refinishing, Project No. 18-091.

Meeting Type & Date:

Regular Council Meeting

April 2, 2019

Action Type

Resolution

Recommendation:

That Council, by resolution, authorize an agreement with Whited Floor Surfacing in the amount of \$51,250, for the Rec Center Floor Refinishing, Project No. 18-091. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$5,000 for a total project amount of \$56,250.

Summary:

On Thursday, March 14, 2019, one (1) bid was received for the Rec Center Floor Refinishing, Project No. 18-091. The bid received for this work is as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BASE BID</u>
Whited Floor Surfacing	Casper, Wyoming	\$51,250

The Project includes repairing damaged gymnasium flooring, sanding, re-striping and re-coating wood flooring, and replacing rubber flooring walkways at the Casper Recreation Center. The completion date for the project is June 6, 2019. The estimate prepared by the engineer was \$52,500.

As required by State Statute, in-state bidders receive a five percent (5%) bid preference. 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 Recreation Center funds allocated to Facility Flooring Repairs.

Whited Floor Surfacing
Rec Center Floor Refinishing
Project No. 18-091

Oversight/Project Responsibility:
Andrew Colling, Engineering Tech

Attachments:
Resolution
Agreement

Whited Floor Surfacing
Rec Center Floor Refinishing
Project No. 18-091

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 Whited Floor Surfacing, 1455 Bon Avenue, Casper, Wyoming 82609, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to refinish the wood floors at the Casper Recreation Center and,

WHEREAS, Whited Floor Surfacing is able and willing to provide those services specified as the Rec Center Floor Refinishing, Project No. 18-091.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the Rec Center Floor Refinishing Project No. 18-091, hereinafter referred to as the "Work."

ARTICLE 2. ENGINEER.

The Project has been designed by the City of Casper, hereinafter referred to as "Engineer", which shall 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 June 6, 2019 and completed and ready for final payment in accordance with Paragraph 14.13 of the General Conditions by June 10, 2019.
- 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) 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 Fifty-One Thousand Two Hundred Fifty Dollars (\$51,250) 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 \$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 (Bid Form, Pages BF-1 through BF-4 and Bid Schedule, BS-1).
- 8.4 Addenda No. (NA).
- 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 four (4) 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:

Rec Center Floor Refinishing Project No. 18-091

- 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 _____, 2019.

APPROVED AS TO FORM:

Wilbur Tremel

ATTEST:

By: _____

Title: _____

ATTEST:

By: _____

Title: Fleur D. Tremel
City Clerk

CONTRACTOR:

Whited Floor Surfacing

By: _____

Title: _____

OWNER:

CITY OF CASPER, WYOMING
A Municipal Corporation

By: _____

Title: Charles Powell
Mayor

EXHIBIT "A"
STANDARD
BID FORM
(Approved by City Attorney, 1995)

PROJECT IDENTIFICATION: City of Casper
**Rec Center Floor Refinishing
Project No. 18-091**

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 June 6 2019, and completed and ready for final payment not later than June 10, 2019 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>NONE</u>	Dated _____
Addendum No. <u>NONE</u>	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: \$51,250.00

TOTAL BASE BID, IN WORDS: Fifty-One Thousand-Two Hundred Fifty and no/100-----DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)
 - B. Itemized Bid Schedule.
 - 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: WHITED FLOOR SURFACING
1455 Bon Ave.
Casper, Wyoming - 82609

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 March 12, _____, 2019.

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

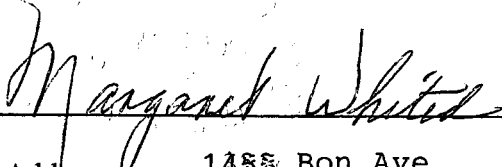
By: WHITED FLOOR SURFACING COMPANY a CORPORATION (seal)
(Corporation's or Limited Liability Company's Name)

WYOMING
(State of Incorporation or Organization)

By: ROBERT WHITED  (seal)

(Title) PRESIDENT

(Seal)

Attest: 

Business Address: 1455 Bon Ave.
CASPER, WYOMING - 82609

Phone Number: 307-235-6566

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
REC CENTER FLOOR REFINISHING
PROJECT NO. 18-091**

BID DATE: March 13, 2019

COMPANY NAME: WHITED FLOOR SURFACING COMPANY

ADDRESS: 1455 BON AVE.

CASPER, Wyoming - 82609

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 items.

LS = Lump Sum

ITEM NO.	BASE BID SCHEDULE				
	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Sand & Refinish Main Gymnasium Floor	LS	1	\$27,626.00	\$27,626.00
2	Repair Damaged Main Gymnasium Floor	LS	1	\$ 1,500.00	\$ 1,500.00
3	Screen & Recoat Activity Room Floor	LS	1	\$ 2,000.00	\$ 2,000.00
4	Remove & Replace Rubber Flooring Walkway	LS	1	\$20,124.00	\$20,124.00
TOTAL BASE BID (Items 1 -4)					\$51,250.00

Bid submitted by: corporation

(Individual, Partnership, Corporation or Joint-venture)

RESOLUTION NO.19-51

A RESOLUTION AUTHORIZING AN AGREEMENT WITH WHITED FLOOR SURFACING, FOR THE REC CENTER FLOOR REFINISHING, PROJECT NO. 18-091.

WHEREAS, the City of Casper desires to sand and refinish the wood flooring at the Casper Recreation Center for the Rec Center Floor Refinishing Project; and,

WHEREAS, Whited Floor Surfacing, is able and willing to provide those services specified as the Rec Center Floor Refinishing Project, No. 18-091; 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 Five Thousand and 00/100 Dollars (\$5,000) 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 Whited Floor Surfacing, for those services, in the amount of Fifty-One Thousand Two Hundred Fifty and 00/100 Dollars (\$51,250).

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 Fifty-One Thousand Two Hundred Fifty and 00/100 Dollars (\$51,250) and Five Thousand and 00/100 Dollars (\$5,000) for a construction contingency account, for a total project amount of Fifty-Six Thousand Two Hundred Fifty and 00/100 Dollars (\$56,250).

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 Five Thousand and 00/100 Dollars (\$5,000) and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2019.

APPROVED AS TO FORM:




ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

March 12, 2019

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Shad Rodgers, Streets Manager
Terry Cottenoir, Engineering Technician

SUBJECT: Authorizing an Agreement with JTL Group Inc., dba Knife River, in the Amount of \$547,657.00, for the 2019 Residential Streets Improvements.

Meeting Type & Date
Regular Council Meeting
April 2, 2019

Action type
Resolution

Recommendation
That Council, by resolution, authorize an agreement with JTL Group Inc., dba Knife River (Knife River), in the amount of \$547,657.00, for the 2019 Residential Streets Improvements, Project No. 18-062. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$50,000.00, for a total project amount of \$597,657.00.

Summary
On Tuesday, March 12, 2019, seven (7) bids were received for the 2019 Residential Streets Improvements, Project No. 18-062. The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
Knife River	Casper, WY	\$547,657.00
ISCO	Mills, WY	\$605,479.00
Ramshorn Construction	Casper, WY	\$611,352.50
Wayne Coleman Construction	Mills, WY	\$630,307.00
71 Construction	Casper, WY	\$646,764.00
Treto Construction	Casper, WY	\$663,210.00
Andreen Hunt Construction	Mills, WY	\$764,750.00

The 2019 Residential Streets Improvements Project includes an asphalt mill and overlay, storm and sanitary sewer manhole adjustments, water valve collar adjustments, and removal and replacement of concrete curbwalk and valley gutters on West 53rd Street between South Oak Street and Casper Mountain Road, Eastbrook Avenue between Glendale Avenue and East 21st Street, and Amherst Avenue between Fairdale Avenue and South Beverly Street. Work is scheduled to be completed by July 26, 2019. The estimate prepared by the City Engineering Division was \$657,875.00.

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

Funding will be from the One Cent #15 Optional Sales Tax Funds allocated to street improvements projects.

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 JTL Group Inc., dba Knife River, P.O. Box 730, Casper, Wyoming 82602, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to make surfacing improvements to West 53rd Street from South Oak Street to Casper Mountain Road, Eastbrook Avenue from Glendale Avenue to East 21st Street, and Amherst Avenue from Fairdale Avenue to South Beverly Street; and,

WHEREAS, JTL Group Inc., dba Knife River, is able and willing to provide those services specified as the 2019 Residential Streets Improvements, Project No. 18-062.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the 2019 Residential Streets Improvements, Project No. 18-062, 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 **July 26, 2019**, and completed and ready for final payment in accordance with Article 14 of the General Conditions by **August 2, 2019**.
- 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 Five Hundred Forty-Seven Thousand Six Hundred Fifty-Seven Dollars (\$547,657.00), 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" (pages BS-1 through BS-2, 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 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-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 (Pages BS-1 to BS-2, 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 Amendments & Supplements to the City of Casper Standard Specifications, consisting of five (5) sections.
- 8.13 Notice of Award.
- 8.14 Notice to Proceed.
- 8.15 Minutes of the Pre-Bid Conference, if any.

8.16 Contract Drawings consisting of ten (10) drawing sheets, with each sheet bearing the following general title:

2019 Residential Streets Improvements, Project No. 18-062

8.17 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.

8.18 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.

8.19 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 _____, 2019.

APPROVED AS TO FORM:

Walter Tremel

CONTRACTOR:

JTL Group Inc., dba Knife River

WITNESS:

By: _____

By: _____

Title: _____

Title: _____

OWNER:

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

By: _____

By: _____

Fleur D. Tremel

Charles Powell

Title: City Clerk

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: \$ 550,929.⁰⁰

TOTAL BASE BID, IN WORDS: Five hundred fifty thousand nine hundred twenty nine dollars and zero cents 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: JL Group Inc. dba Knife River
P.O. Box 730
Casper, WY 82602
10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on March 12th, 2019.

Bidder is bidding as a Resident (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ (Individual's Name) (seal)

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

By: _____ (Firm's Name) (seal)

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: JTL Group Inc, dba Knife River (seal)
(Corporation's or Limited Liability Company's Name)

Wyoming
(State of Incorporation or Organization)

By: Michelle Haynes (seal)
Michelle Haynes - Vice President/General Manager
(Title)

(Seal)

Attest: Chris Schwahn
Chris Schwahn

Business Address: JTL Group Inc, dba Knife River
P.O. Box 730
Casper, WY 82602

Phone Number: (307) 797-0702

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.)

**EXHIBIT "B"
BID SCHEDULE**

2019 RESIDENTIAL STREETS IMPROVEMENTS

PROJECT NO. 17-090

Bid Date: March 12, 2019

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
SY = Square Yard

R&R = Remove and Replace
TON = Tons

LF = Linear Feet
CY = Cubic Yard

F&I = Furnish and Install
EA = Each

Bid Schedule

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Mobilization	LS	1	\$5,403.00	\$5,403.00
2	F&I Temporary Traffic Control	LS	1	\$18,400.00	\$18,400.00
3	F&I One-Cent Project Signs	EA	6	\$460.00	\$2,760.00
4	Remove Asphalt Surfacing by Cold Milling	SY	17,550	\$2.50	\$43,875.00
5	F&I 2" Asphalt Overlay	TON	1,955	\$81.80	\$163,191.00
6	F&I Asphalt Leveling Course	TON	100	\$101.50	\$10,150.00
7	R&R Asphalt Section as Patch (4"/6")	SY	150	\$91.00	\$13,650.00
8	Sub-Excavate and Install Foundation Material	CY	30	\$150.00	\$4,500.00
9	R&R Concrete Curbwalk with Basecourse	LF	2,600	\$50.00	\$130,000.00
10	R&R Concrete Curbwalk with Type II or III ADA Ramp	SF	4,000	\$8.25	\$33,000.00
11	F&I Truncated Dome Mat Embedded in Concrete Ramp	EA	35	\$150.00	\$5,250.00
12	R&R Truncated Dome Mat Embedded in Concrete Ramp	EA	9	\$250.00	\$2,250.00
13	R&R Concrete Valley Gutter with Basecourse	SF	3,500	\$11.50	\$40,250.00
14	Adjust Manhole Top & Install 5'x5' Concrete Diamond with New Lid	EA	25	\$800.00	\$20,000.00
15	R&R Valve Box Replacements	EA	1	\$450.00	\$450.00
16	Adjust Valve Box Top & Install 33"x33" Concrete Diamond with New Lid	EA	22	\$350.00	\$7,700.00
17	Contractor Asphalt Testing	LS	1	\$4,100.00	\$4,100.00
TOTAL BID					\$550,929.00

• **BID IN WORDS:**

Five hundred fifty thousand, nine hundred twenty nine
dollar and zero cents

This bid submitted by: JTL Group Inc. aka Knife River
(Individual, partnership, corporation, or joint venture name)

RESOLUTION NO.19-52

A RESOLUTION AUTHORIZING AN AGREEMENT WITH JTL GROUP, INC., DBA KNIFE RIVER, FOR THE 2019 RESIDENTIAL STREETS IMPROVEMENTS, PROJECT NO. 18-062.

WHEREAS, the City of Casper desires to make surfacing improvements to West 53rd Street from South Oak Street to Casper Mountain Road, Eastbrook Avenue from Glendale Avenue to East 21st Street, and Amherst Avenue from Fairdale Avenue to South Beverly Street; and,

WHEREAS, JTL Group, Inc., dba Knife River, is able and willing to provide those services specified as the 2019 Residential Streets Improvements, Project No. 18-062; 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 (\$20,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

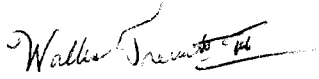
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with JTL Group, Inc., dba Knife River, for those services, in the amount of Five Hundred Forty-Seven Thousand Six Hundred Fifty-Seven Dollars (\$547,657.00).

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 Five Hundred Forty-Seven Thousand Six Hundred Fifty-Seven Dollars (\$547,657.00), and Fifty Thousand Dollars (\$50,000.00) for a construction contingency account, for a total project amount of Five Hundred Ninety-Seven Thousand Six Hundred Fifty-Seven Dollars (\$597,657.00).

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 Twenty Thousand Dollars (\$20,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2019.

APPROVED AS TO FORM:
(2019 Residential Streets Improvements, Project No. 18-062)




ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

March 19, 2019

MEMO TO: J. Carter Napier City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Terry Cottenoir, Engineering Tech

SUBJECT: Authorizing an agreement with Air Innovations in the amount of \$29,652.00, for the Baler Building Co-Ray-Vac Replacement, Project No. 18-098.

Meeting Type & Date:
Regular Council Meeting
April 2, 2019

Recommendation:
That Council, by resolution, authorize an agreement with Air Innovations in the amount of \$29,652.00, for the Baler Building Co-Ray-Vac Replacement, Project No. 18-098. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$3,000.00, for a total project amount of \$32,652.00.

Summary:
On Tuesday, March 19, 2019, four (4) bids were received for the Baler Building Co-Ray-Vac Replacement, Project No. 18-098. The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
Air Innovations	Casper, Wyoming	\$29,652.00
Casper Tin Shop	Casper, Wyoming	\$30,524.00
Sheet Metal Specialties	Casper, Wyoming	\$49,500.00
Air Comfort Complete	Casper, Wyoming	\$51,915.00

The Baler Building Co-Ray-Vac Replacement Project includes the removal and replacement of the existing Co-Ray-Vac infrared heating system. The existing heating system is the original and is nearing the end of its operational life. Work is scheduled to be completed by June 28, 2019. The estimate prepared by the City Engineering Division was \$35,000.

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).

Air Innovations
Baler Building Co-Ray-Vac Replacement
Project No. 18-098

Financial Considerations:

Funding will be from the Balefill 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 Air Innovations, 711 North Park Street, Casper, Wyoming 82601, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to remove and replace the Co-Ray-Vac heating system in the Baler Building at the City of Casper Solid Waste Facility; and,

WHEREAS, Air Innovations is able and willing to provide those services specified as the Baler Building Co-Ray-Vac Replacement, Project No. 18-098.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the Baler Building Co-Ray-Vac Replacement, Project No. 18-098, 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 **June 28, 2019**, and completed and ready for final payment in accordance with Article 14 of the General Conditions by **July 5, 2019**.
- 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 Twenty-Nine Thousand Six Hundred Fifty-Two Dollars (\$29,652.00), 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 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-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).
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- 8.5 Addenda No. (1,2).
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- 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 Technical Specifications, consisting of seven (7) 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 consisting of two (2) drawing sheets, with each sheet bearing the following general title:

Baler Building Co-Ray-Vac Replacement, Project No. 18-098

- 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.

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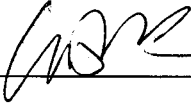
ARTICLE 10. MISCELLANEOUS PROVISIONS.

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 _____, 2019.

APPROVED AS TO FORM:



CONTRACTOR:

Air Innovations

WITNESS:

By: _____

By: _____

Title: _____

Title: _____

OWNER:
CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

By: _____

By: _____

Fleur D. Tremel

Charles Powell

Title: City Clerk

Title: Mayor

EXHIBIT "A"
STANDARD
BID FORM
(Approved by City Attorney, 1995)

PROJECT IDENTIFICATION: City of Casper
 Baler Building Co-Ray-Vac Replacement
 Project No. 18-098

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 **June 28, 2019**, and completed and ready for final payment not later than **July 5, 2019**, 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>One</u>	Dated <u>3.7.2019</u>
Addendum No. <u>Two</u>	Dated <u>3.13.19</u>
 - 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: \$ 29,652.00

TOTAL BASE BID, IN WORDS: Twenty Nine Thousand Six Hundred Fifty Two -- 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: Air Innovations
711 North Park
Casper, WY 82601

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 March 13th, 2019.

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: AIR INNOVATIONS, INC (seal)
(Corporation's or Limited Liability Company's Name)

WYOMING

(State of Incorporation or Organization)

By: ADAM HALL OWNER  (seal)

(Title)

(Seal)

Attest: _____

Business Address: Air Innovations, Inc
711 North Park
Casper, WY 82601

Phone Number: 1.307.333.6042

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.)

EXHIBIT "B"
BID SCHEDULE

BALER BUILDING CO-RAY-VAC REPLACEMENT
PROJECT NO. 18-098
Bid Date: March 13, 2019

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 Fcct 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	Remove and Replace Co-Ray-Vac Heating System	LS	1	\$ 29,652.00	\$ 29,652.00
TOTAL BID					\$ 29,652.00

• **BID IN WORDS:**

Twenty Nine Thousand Six Hundred Fifty- Two Dollars

This bid submitted by: Air Innovations / Corporation
(Individual, partnership, corporation, or joint venture name)

RESOLUTION NO.19-53

A RESOLUTION AUTHORIZING AN AGREEMENT WITH AIR INNOVATIONS FOR THE BALER BUILDING CO-RAY-VAC REPLACEMENT, PROJECT NO. 18-098.

WHEREAS, the City of Casper desires to remove and replace the Co-Ray-Vac heating system in the Baler Building at the City of Casper Solid Waste Facility; and,

WHEREAS, Air Innovations is able and willing to provide those services specified as the Baler Building Co-Ray-Vac Replacement, Project No. 18-098; 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 Three Thousand Dollars (\$3,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with Air Innovations for those services, in the amount of Twenty-Nine Thousand Six Hundred Fifty-Two Dollars (\$29,652.00).

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 Twenty-Nine Thousand Six Hundred Fifty-Two Dollars (\$29,652.00), and Three Thousand Dollars (\$3,000.00) for a construction contingency account, for a total project amount of Thirty-Two Thousand Six Hundred Fifty-Two Dollars (\$32,652.00).

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 Three Thousand Dollars (\$3,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2019.

APPROVED AS TO FORM:

(Baler Building Co-Ray-Vac Replacement, Project No. 18-098)



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

March 26, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tracey L. Belser, Support Services Director *TLB*
SUBJECT: Establish Funding Guidelines for the City of Casper's Health Fund

Meeting Type & Date

City Council Meeting, April 2, 2019

Action type

Resolution

Recommendation

That Council, by resolution, authorize and establish funding guidelines for the City of Casper's Health Fund.

Summary

At the March 12, 2019 City Council Work Session, the recommendation for the City of Casper's Health Plan to remain self-funded was supported. These guidelines are intended to assist the City Manager and City Council with the structure and consistency needed to ensure the Health Fund is sustainable for future health and dental benefits.

Financial Considerations

None.

Oversight/Project Responsibility

Tracey Belser, Support Services
Tom Pitlick, Financial Services Director

Attachments

Resolution

RESOLUTION NO. 19-54

A RESOLUTION TO ESTABLISH FUNDING GUIDELINES FOR THE CITY OF CASPER'S HEALTH FUND.

WHEREAS, the City of Casper has a health fund to provide health and dental benefits as an employer; and,

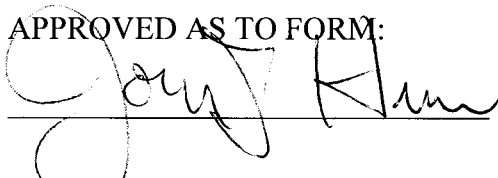
WHEREAS, the City of Casper desires to adopt this Resolution in order to ensure the City of Casper maintains sufficient funds to adequately support the health benefits, and dental benefits, to anticipate changes in the benefits as a result of any State and/or Federal changes and mandates in said benefits, and for the needed premium charges to maintain a sustainable fund balance:

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

- I. That the City of Casper's health fund should maintain an amount that would satisfy processing claims for a six (6) month run-out period, averaged over the past five (5) years, to cover all health and dental costs, including claims, costs to protect the fund, and administrative costs.
- II. That for all health and dental plan options offered through the City of Casper to eligible employees, the City shall pay 85% of the total premium costs and the employee shall pay 15% of the total premium costs starting in the beginning of the plan year January 2020.
- III. That the City Manager shall submit a budget for the health fund consistent with I. and II. above.

PASSED, APPROVED, AND ADOPTED on this _____ day of _____, 2019.

APPROVED AS TO FORM:



ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

March 4, 2019

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Cynthia Langston, Solid Waste Division Manager
Alex Sveda, P.E., Associate Engineer

SUBJECT: Authorizing a Contract for Professional Services with Geosyntec Consultants, Inc., in the Amount of \$177,851 for the Casper Regional Landfill Lifetime Permit Annual Reporting and Monitoring, Project No. 19-005

Meeting Type & Date:

Regular Council Meeting

April 2, 2019

Action Type:

Resolution

Recommendation:

That Council, by resolution, authorize a contract for professional services with Geosyntec Consultants, Inc. (Geosyntec), in an amount not to exceed \$177,851, for the Casper Regional Landfill (CRL) Lifetime Permit Annual Reporting & Monitoring, Project No. 19-005.

Summary:

The Casper Regional Solid Waste Facility is required to perform groundwater, leachate and methane emissions sampling, monitoring and reporting under its Wyoming Department of Environmental Quality, Solid Hazardous Waste Division (WDEQ/SHWD) Casper Regional Landfill Permit #10.071.

Under this permit, the City of Casper is required to perform the following:

1. Annually sample groundwater for seven (7) groundwater wells.
2. Annually sample leachate from landfill cells #1, #2, #3, and #4 leachate control system.
3. Quarterly collect water level measurements for three (3) wells.
4. Quarterly collect methane level measurements for three (3) wells.
5. Annual groundwater monitoring reporting including volume calculations related to air space used for burying waste where aerial photography is used.
6. Annual reporting of waste placement.

The City of Casper received seven (7) proposals regarding this work. Geosyntec was determined to be

Memo
Geosyntec Consultants, Inc.
Casper Regional Landfill (CRL)
Lifetime Permit Annual Reporting & Monitoring
Years 2019-2021
Project No. 19-005

the most qualified to complete WDEQ/SHWD requirements for the Annual Reporting and Monitoring for the CRL.

Staff recommends awarding Geosyntec a contract for the work of the Lifetime Permit Annual Reporting & Monitoring, Project No. 19-005. The time of performance for this contract is to complete all tasks by April 19, 2023, and the contract includes annual reporting for 2019 through 2023, for a total contract price of \$177,851. This contract includes quality assurance/quality control review of laboratory analysis results, statistical analysis, and preparation of annual reports for monitoring of groundwater wells and landfill leachate, and methane gas emissions. The contract also provides for reporting and monitoring of water and methane levels in designated wells, updating annual air space used, and identifying funding needs to construct the next lined landfill cell.

Financial Considerations

Project funding is from Balefill Fund Reserves and is included in the Balefill FY18 budget.

Oversight/Project Responsibility

Alex Sveda, Associate Engineer

Attachments

Resolution

Contract for Professional Services

Memo
Geosyntec Consultants, Inc.
Casper Regional Landfill (CRL)
Lifetime Permit Annual Reporting & Monitoring
Years 2019-2021
Project No. 19-005

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services (“Contract”) is entered into on this ____ day of _____, 2019, 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. Geosyntec Consultants, Inc., 5670 Greenwood Plaza Boulevard, Greenwood Village, Colorado 80111 (“Consultant”).

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

RECITALS

A. The City is undertaking a project to meet requirements of the Wyoming Department of Environmental Quality Solid Hazardous Waste Division (WDEQ/SHWD) for ground water and leachate quality, methane emissions and annual permit reporting at the Casper Regional Landfill.

B. The project requires professional services for the ground water, landfill gas, and leachate analysis and reporting, and annual permit reporting for the Casper Regional Landfill (CRL) Lifetime Permit Annual Reporting & Monitoring, Project No. 19-005 for a five (5) year period, 2019 through 2023.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Consultant for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. **SCOPE OF SERVICES:**

1.0 General

- A. Consultant shall perform all work and complete all deliverables in accordance with the requirements of WDEQ/SHWD CRL Permit #10.071 (CRL Permit); WDEQ/SHWD Solid Waste Rules and Regulations; WDEQ/SHWD Guideline Number 14; and the ‘ENVIRONMENTAL MONITORING PLAN, CASPER

REGIONAL LANDFILL, CASPER, WYOMING, WDEQ/SHWD PERMIT NO. 10.071, REVISED AUGUST 1', otherwise known as the "EMP", and any revisions, amendments or updates to the EMP. The EMP is hereby incorporated by this reference herein.

- B. Consultant shall perform water level measurements, sample bottle ordering, collection sampling, and collection sample delivery, all for the monitoring wells shown at the Monitoring Locations indicated in the EMP.
- C. Owner, WDEQ and Consultant shall mutually approve, in writing, the use of any sub-consultants that the Consultant desires to use.
- D. Consultant shall be responsible for the administration, management, procurement, and payment of services provided by sub-consultant(s).
- E. Consultant shall subcontract and use a laboratory testing facility for which all sample collections shall be sent. The laboratory testing facility shall be approved by City and WDEQ. The laboratory testing facility shall develop and prepare collection reports/results data from the samplings, which shall be sent electronically (via email) to City and WDEQ. Any revisions or corrections of the collection reports/results data shall also be sent electronically (via email) to City and WDEQ. Consultant is responsible for all shipping costs.
- F. Consultant shall provide monthly status reports describing the activities performed should be included with monthly invoices.
- G. Consultant shall provide updates to the CRL and Construction and Demolition (C&D) Cells airspace usage, sequence of CRL closures, and construction costs for lining future CRL cells are currently being updated with FY18 used air space data. Updated tables are anticipated to be available by June 2019. The first update needed for this contract will be required after the June/July 2019 survey flight for FY19.

1.1 Annual Ground Water and Leachate Quality Reporting (AGW/LQR)

- A. Consultant shall perform an annual data reduction review, statistical analyses, sampling analysis and quality control (QC) review, all from the groundwater and leachate sampling collection report/results data. All findings from the annual data reduction review, statistical analyses, sampling analysis and QC review shall be developed and prepared in a written report (AGW/LQR). At a minimum, the QC review shall include which collection reports/results data were out of compliance and an assessment as to why, and the QC review shall include field documents from in-field sampling.

- B. Consultant shall submit the AGW/LQR and final collection reports/results to WDEQ within forty-four (44) days from receipt of final collection reports/results data. The AGW/LQR shall be summarized in an executive summary, developed, written and prepared by Consultant. The AGW/LQR and executive summary shall be submitted via email in both pdf electronic format and Microsoft Word, and via mail (with bound paper copies) to the WDEQ/SHWD, City of Casper Engineering Division and Solid Waste Division. In addition, maps and drawings included in the annual report shall be submitted via email in electronic AutoCAD format that is compatible with the City's software; exhibits, figures and tables shall be submitted in Microsoft Word and/or Microsoft Excel to the WDEQ/SHWD, City of Casper Engineering Division and Solid Waste Division. Consultant will provide up to three (3) additional bound paper copies of the AGW/LQR executive summary and complete AGW/LQR to third parties as requested by the City.

1.2 Quarterly Groundwater Level and Methane Emissions Reporting

- A. Consultant shall obtain collections of methane emissions samples and groundwater level samples, all obtained quarterly. The Consultant will provide a quarterly QC review from the quarterly methane emissions and water level sampling collection report/results data.
- B. Consultant shall develop, prepare and submit, on a quarterly basis, written QC review reports, submitted via email in both pdf electronic format and Microsoft Word, and via mail (with bound paper copies) to the WDEQ/SHWD, City of Casper Engineering Division and Solid Waste Division, within thirty (30) days of the day samples are collected. In addition, maps and drawings included in the annual report shall be submitted via email in electronic AutoCAD format that is compatible with the City's software; exhibits, figures and tables shall be submitted in Microsoft Word and/or Microsoft Excel to the WDEQ/SHWD, City of Casper Engineering Division and Solid Waste Division. Consultant will provide up to three (3) additional bound paper copies of the QC review reports to third parties as requested by the City.
- C. If methane results indicate a methane level above WDEQ/SHWD's action level of 100% of the lower explosion limit, the Consultant shall provide this information to the City of Casper Engineering Division, Solid Waste Division and WDEQ/SHWD within 24 hours as required by WDEQ/SHWD rules and regulations.
- D. Consultant shall provide all necessary sampling and monitoring equipment.

1.3 Annual Maintenance of Monitoring Wells and Pumps

- A. Periodic maintenance and evaluation of monitoring wells/well networks and sampling pumps will be performed by Solid Waste Division Staff to verify that the monitoring wells are functioning properly.
- B. Annually, approximately 20% of the existing monitoring wells will be scheduled for maintenance on a rotational basis by Solid Waste Staff or a third party Contractor, so that, in approximately a five-year period, all monitoring wells will have had received maintenance. This maintenance will consist of removing the pump and tubing, replacing or refurbishing the centrifugal pump, if necessary, and checking that the connections are in order and assembled correctly.
- C. Consultant shall remove silt from the bottom of the well, re-develop the well by manual surging, and pump the well with an electric submersible pump, provided by Consultant.
- D. Consultant shall replace any damaged well caps, identification tabs and locks. Materials shall be provided by Consultant.
- E. Consultant shall replace and/or reassemble and recondition any pump components. Materials shall be provided by Consultant.
- F. Consultant shall report any problems or potential issues with the monitoring wells to the Solid Waste Division, shall make recommendations for addressing monitoring well problems during the Solid Waste Division's scheduled maintenance, and shall report what work was performed and when (date/time) by Consultant under Section 1.3 Annual Maintenance of Monitoring Wells and Pumps of this Contract. All reports and recommendations shall be written and submitted via email in both pdf electronic format to the City of Casper Engineering Division and Solid Waste Division.

1.4 Meetings

- A. Consultant shall coordinate and hold annual meetings with City of Casper Engineering Division and Solid Waste Division. Meetings are anticipated to be in December or between January 1st through 15th of the following year. Other meetings shall be held as recommended by City or Consultant.

1.5 Annual Reporting

- A. Annual WDEQ/SHWD Reporting
 - 1. Consultant shall develop and prepare a written annual report summarizing the groundwater and leachate quality (descriptions, including date/time, of weekly inspections, maintenance activities, and leachate generation, analysis of leachate generation and analytical results), methane monitoring

data, water level data, and statistical analysis of the reporting period including the AGW/LQR and executive summary, and the Quarterly Groundwater Level and Methane Emissions review reports. The annual report will present and discuss the data collected from January through December for each calendar year the above work was performed.

2. Consultant shall include a written summary of collection sampling work done during the year, and an outline of activities required by WDEQ/SHWD, an analysis of the data, a list of activities recommended for the following year related to the EMP and leachate management, and a list of activities performed during the calendar year related to operations, building management, and permit activities not related to the EMP and leachate management.
3. Consultant shall calculate the waste volume change for the previous calendar year and/or fiscal year for the CRL, by comparison of topographic survey provided by the City for the current year and the previous year, and reported in relation to quantities of waste received and sand removed, respectively, from Casper Regional Solid Waste Facility records. In addition, remaining capacity (in cubic yards) and estimated life (in years) shall be calculated by Consultant using permitted capacity as described in the CRL Permit. Remaining capacity and estimated life will be included in the annual report by the Consultant. Consultant shall also work with the City to change from a calendar year reporting to a fiscal year reporting in relation to permitted air space used and remaining capacity.
4. Consultant shall update the City's CRL lined and unlined data tables related to planned cell closures and CRL lined construction projects.
5. Consultant shall submit a draft copy of the annual report via email in electronic pdf format to the City of Casper Engineering Division and Solid Waste Division. The Consultant will schedule a minimum of three weeks' time for review and comment by the City of Casper Engineering Division and Solid Waste Division. Upon receiving the review comments, Consultant shall make final revisions and submit the final annual report via email in both pdf electronic format and Microsoft Word, and via mail (with bound paper copies) to the WDEQ/SHWD, City of Casper Engineering Division and Solid Waste Division. In addition, maps and drawings included in the annual report shall be submitted via email in electronic AutoCAD format that is compatible with the City's software; exhibits, figures and tables shall be submitted in Microsoft Word and/or Microsoft Excel to the WDEQ/SHWD, City of Casper Engineering Division and Solid Waste Division. Consultant will provide up to three (3) additional bound paper copies of the annual report to third parties as

requested by the City. The final annual report shall be submitted before the CRL Permit deadline for annual reporting.

- B. Annual WDEQ/Air Quality Division (AQD) reporting will be provided under a separate contract.

1.6 Monthly Support of Leachate Management Controls and Weekly Leachate Collection System Data

- A. Consultant shall contact City staff, on a minimum monthly basis, to obtain weekly leachate collection system data, and shall inform City of Casper Engineering Division and Solid Waste Division, via email and via telephone, about any potential system issues, unusual activities, maintenance, or system problems associated with the leachate pumps, leachate generation, leachate piping system and related equipment. Consultant shall perform CCTV color video and camera footage inspection of the inside of each leachate riser during City Staff's annual maintenance inspection with City Staff present. Consultant shall deliver digital video and pictures on a compact disc or USB drive. Videos shall be Windows Media format and pictures shall be .pdf format. Consultant shall assist City Staff with annual maintenance inspection.

2. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken and completed on or before the 19th day of April, 2024.

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 lump sum of One Hundred Seventy-Seven Thousand Eight Hundred Fifty-One and 00/100 Dollars (\$177,851.00).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Consultant to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Consultant pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Consultant's authorized representatives.

The City and the Consultant each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

*****THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK*****

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

Wallace Tremel

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Mayor
Charles Powell

WITNESS

CONSULTANT
GeoSyntec Consultants, Inc.

By: Jonathan H. Gillen

By: Margaret W. Staub

Printed Name: Jonathan H. Gillen

Printed Name: Margaret W. Staub

Title: Project Engineer

Title: Vice President

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the City and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Consultant shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due the Consultant from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

4. AUDIT:

The City 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 ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Consultant under this Contract shall be considered the property of the City, and upon completion of the services to be performed, they will be turned over to the City provided that, in any case, the Consultant may, at no additional expense to the City, make and retain such additional copies thereof as Consultant desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Consultant be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant without the prior written consent of the City.

8. GOVERNING LAW:

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 City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any subconsultant to perform any services in the scope of this project, unless the subconsultant is approved in writing by the City. Any approved subconsultant shall be paid by the Consultant.

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 City 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 City.

D. *Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 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 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 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, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time. Consultant shall notify City of any material change.

4. *Waiver of Subrogation*

Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

Consultant has two options regarding deductibles and self-insured retentions:

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- b. Option 2: Consultant shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Consultant is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Consultant shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*

If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- b. Insurance must be maintained and evidence of insurance must be provided *for at least 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 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 Consultant's obligation to provide them. The City reserves the right to require additional documentation 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 City is an additional insured on insurance required from subconsultants.

10. *Special Risks or Circumstances*

City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

- E. Consultant agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Consultant and any subconsultant thereof.

12. INTENT:

Consultant represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Consultant shall perform all of the services for the compensation set forth in this Contract. Consultant also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Consultant agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

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.

RESOLUTION NO. 19-55

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH GEOSYNTEC CONSULTANTS, INC., FOR THE CASPER REGIONAL LANDFILL (CRL) LIFETIME PERMIT ANNUAL REPORTING & MONITORING, PROJECT NO. 19-005.

WHEREAS, the Wyoming Department of Environmental Quality, Solid Hazardous Waste Division (WDEQ/SHWD) issued an operating permit for the City of Casper Regional Landfill on April 17, 2016; and,

WHEREAS, the operating permit requires the City of Casper to monitor the ground water quality and air emissions related to the new lined regional landfill and provide annual reporting; and,

WHEREAS, the City of Casper desires to enter into a contract for professional services with Geosyntec Consultants, Inc., to provide monitoring and reporting for the Casper Regional Landfill for a five (5) year period; and,

WHEREAS, Geosyntec Consultants, Inc., is able and willing to provide those services, specified as CRL Lifetime Permit Annual Reporting & Monitoring, Project No. 19-005.

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 Geosyntec Consultants, Inc., to provide professional consulting services for the CRL Lifetime Permit Annual Reporting & Monitoring, Project No. 19-005.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments as set forth in said Agreement with funds from the Balefill Cost Center not to exceed the sum of One Hundred Seventy-Seven Thousand Eight Hundred Fifty-One and 00/100 Dollars (\$177,851.00).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2019.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

Resolution - Geosyntec Consultants, Inc.
Casper Regional Landfill (CRL)
Lifetime Permit Annual Reporting & Monitoring
Project No. 18-006

March 22, 2019

TO: J. Carter Napier *JCN*
FROM: Fleur Tremel, City Clerk, Assistant to the City Manager *FT*
Jolene Martinez, Assistant to the City Manager *JM*
SUBJECT: Council Goals 2019

Meeting Type & Date

Council Meeting, April 2, 2019

Recommendation

That Council, by resolution, authorize the 2019 Council Goals.

Summary

On February 25, 2019, City Council met in work session to develop their strategic goals for the year. Council drafted and prioritized the following goals:

- Goal 1: Enhance the attractiveness of the community for business and workforce development.
- Goal 2: Enhance public safety & the efficiency of police and fire operations.
- Goal 3. Provide the highest quality services to citizens.

Council then directed staff to create objectives to accomplish these goals. Staff met on March 8, 2019, and drafted objectives for Goal 1. On March 12, 2019, Council reviewed this draft and provided feedback to Staff asking for a matrix with measurable. Staff then met again on March 18, 2019, and drafted objectives for Goals 2 and 3 and discussed a matrix that was being developed. On March 26, Council reviewed the Goals & Objectives document with the matrix.

Financial Considerations

There will be several financial implications of goal implementation. These will be presented as they progress.

Oversight/Project Responsibility

J. Carter Napier

Attachments

Goals and Objectives Document

RESOLUTION NO.19-56

A RESOLUTION ADOPTING THE 2019 COUNCIL GOALS.

WHEREAS, much study, research, funding, and public input have gone into recent city and state efforts such as Generation Casper Comprehensive Plan (2017) and Governor Mead's ENDOW Initiative (2018).

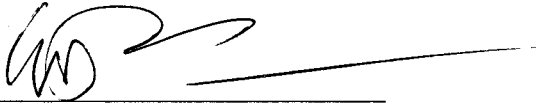
WHEREAS, these two pieces of work complement each other as well as complement Council's Goals.

WHEREAS, the public input, findings, and recommendations of Generation Casper and ENDOW were used as guidance in developing focus areas, objectives, and strategies to address Council's goals.

NOW, THEREFORE, COUNCIL RESOLVES TO: Enhance the attractiveness of the community for business and workforce development; Enhance public safety and the efficiency of police and fire operations; and Provide the highest quality service to citizens.

PASSED, APPROVED, AND ADOPTED on this ____ day of _____, 2019.

APPROVED AS TO FORM:





ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

March 20, 2019

MEMO TO: J. Carter Napier, City Manager 
FROM: Andrew Beamer, P.E., Public Services Director 
Terry Cottenoir, Engineering Technician
SUBJECT: Rejection of Bids for the City Facilities Security Door Upgrades.

Meeting Type & Date

Regular Council Meeting
April 2, 2019

Action type

Minute Action

Recommendation

That Council, by minute action, reject all bids received for the City Facilities Security Door Upgrades, Project 18-064.

Summary

On Monday, March 18, 2019, two (2) bids were received for the City Facilities Security Door Upgrades, Project 18-064. The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
Long Building Technologies	Casper, WY	\$106,259.00
Stone Security	Salt Lake City, UT	\$125,667.00

The estimate prepared by the City Engineering Division was \$136,000.00.

During the bidding process, City staff received information from potential bidders that a different backend solution might be more cost efficient in the long run. As such, an addendum to the bid was included to allow for the submission of alternative manufacturers. The bid received by Stone Security was solely focused on the addendum and provided a very competitive price as compared to the existing product. However, this bid not meet all the bidding requirements and was rejected. Additionally, both bidders have provided positive feedback to switching away from the current manufacturer. Staff has reviewed the bid and recommends rejection of the bid from Long Building Technologies, as the cost for converting to a new access control system is more beneficial to the City.

Financial Considerations

N/A

Oversight/Project Responsibility

Terry Cottenoir, Engineering Technician, Public Services Department.

Attachments

N/A