

COUNCIL MEETING AGENDA

Casper City Council
City Hall, Council Chambers
Tuesday, January 8, 2019, 6:00 p.m.



COUNCIL POLICY PUBLIC STATEMENTS

- I. Members of the Public Wishing to Place a New Item on the Agenda Must Submit a Written Request to the City Manager No Later Than 11:00 a.m. on the Wednesday Preceding the Council Meeting.
- II. Members of the Public Wishing to Speak to an Item Already on the Agenda, Other Than a Public Hearing, 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.
- III. 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.
- IV. The City Council Will Not Respond to Any Comments or Questions Concerning Personnel Matters. Any Such Comments or Questions Will be Handled by the Appropriate Persons. 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.
- V. Questions Posed by Speakers May, or May Not be Responded to by Council Members.
- VI. Willful Disruption of, or the Breach of the Peace at, a Council Meeting may Result in the Removal of any Such Individuals or Groups from the Council Chambers.

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

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE

3. CONSIDERATION OF MINUTES OF THE DECEMBER 18, 2018 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON DECEMBER 30, 2018
4. CONSIDERATION OF BILLS AND CLAIMS
5. COMMENTS BY AND PRESENTATION TO OUTGOING COUNCILMEMBERS HUMPHREY, LAIRD, AND MORGAN
6. SEATING OF 2019 COUNCIL
7. MAYOR PACHECO ISSUES OATH OF OFFICE TO NEWLY-ELECTED COUNCILMEMBERS
8. COMMENTS BY NEW COUNCILMEMBERS AND INTRODUCTION OF FAMILY/FRIENDS
9. ROLL CALL
10. ELECTION OF MAYOR FOR CALENDAR YEAR 2019
11. ELECTION OF VICE-MAYOR FOR CALENDAR YEAR 2019
12. CITY CLERK TREMEL ISSUES OATH OF OFFICE TO NEWLY-ELECTED VICE-MAYOR AND MAYOR
13. COMMENTS BY NEWLY-ELECTED VICE-MAYOR AND MAYOR
14. COMMENTS BY AND PRESENTATION TO 2018 MAYOR
15. RECESS
16. COMMUNICATIONS
 - A. From Persons Present
17. PUBLIC HEARINGS
 - A. Ordinance
 1. **Vacation and Replat** of Betty Luker Parkway Campus #2 and a Portion of Elkhorn Valley No. 5, Lot 1, to Create **Elkhorn Village Addition**, Comprising 21.0 Acres, More or Less; and Consideration of a Request for Rezoning of the Proposed Elkhorn Village Addition from PUD (Planned Unit Development), AG (Urban Agriculture), and R-2 (One Unit Residential) to Entirely R-2 (One Unit Residential), Said Property is Generally Located Northeast of the Intersection of Newport and E. 12th Streets.

17. PUBLIC HEARINGS (continued)

B. Resolution

1. **Appeal of Planning and Zoning Commission's Decision to Deny a Conditional Use Permit** for an Off-Premise Sign (Billboard) in a C-2 (General Business) Zoning District, on Lot 4, Block 159, Casper Addition, Located at **1329 South Poplar Street** for Applicants David DeWald and Lamar Advertising.

C. Review of **Proposed Bus Route Changes.**

18. THIRD READING ORDINANCE

- A. **New Distillery Satellite Tasting Room** Ordinance of the Casper Municipal Code.

1. Communications from Persons Present

19. RESOLUTIONS

A. Consent

1. Authorizing the **Release of Local Assessment District Lien** on the Properties Listed on Exhibit 1, Dated December 4, 2018.
2. Authorizing Acceptance of a Sub-Award Grant from the **International Association of Chiefs of Police** from the Office for Victims of Crime, in the Amount of \$45,000, to be Used for Personnel and Other Operational Costs.
3. Authorizing Change Order No. 1 with **71 Construction, Inc.**, for a Time Extension of 188 Days, for the **"K" Street Improvements Phase I Project.**
4. Authorizing a Contract for Professional Services with **Strata, Inc.**, in the amount of \$23,262, for the **2019 Geotech for Capital Projects.**
5. Authorizing Change Order No. 1 with **Dan Hart Patrol Service, LLC**, for an increase in the Amount of \$115,516.97, and a Time Extension of 38 Days, for the **Casper Balefill Closure-Earthworks Project.**
6. Authorizing a Contract for Professional Services with **WWC Engineering**, in the Amount of \$71,062, for the **Midwest Avenue Reconstruction Project – Elm Street to Walnut Street.**

19. RESOLUTIONS (continued)

A. Consent

7. Authorizing an Agreement with **Andreen Hunt Construction, Inc.**, in the Amount of \$521,960, for the **Highland Park Cemetery Addition Phase II Project**.
8. Authorizing a Contract for Professional Services with **WLC Engineering and Surveying**, in the Amount of \$69,046.16, for the **Highland Park Cemetery Addition Phase II Project**.

20. MINUTE ACTION

A. Consent

1. Designating the following Banks as **Approved Depositories** of City of Casper Funds for Calendar Year 2019: **First Interstate Bank, Hilltop National Bank, Jonah Bank of Wyoming, USbank, and ANB Bank**.
2. Designating the **Casper Journal** and the **Casper Star-Tribune** as the **City's Official Newspaper** for the Calendar Year 2019.
3. Reappointing **Jennifer Rohrer and Errol Miller** to the **Central Wyoming Senior Services Advisory Board**, Each for One Additional Three Year Term, Expiring December 31, 2021.
4. Authorizing the Appointment of **James W. "Tim" Monroe** to the **Civil Service Commission** for a Three (3) Year Term Expiring December 31, 2021.

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

22. ADJOURNMENT

Upcoming Council meetings

Council meetings

6:00 p.m. Tuesday, January 22, 2019– Council Chambers

6:00 p.m. Tuesday, February 5, 2019 – Council Chambers

Work sessions

4:30 p.m. Tuesday, January 15, 2019 – Council Meeting Room

4:30 p.m. Tuesday, January 29, 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

COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
December 18, 2018

Mayor Pacheco indicated that potential appointees were present in the audience so Council could meet them. Nine (9) appointees were present. Mayor Pacheco thanked them for their willingness to serve their community by volunteering on a board.

1. ROLL CALL

Casper City Council met in regular session at 6:08 p.m., Tuesday, December 18, 2018. Present: Councilmembers Hopkins, Huber, Johnson, Laird, Morgan, Powell, Walsh and Mayor Pacheco. Absent: Councilmember Humphrey. Mayor Pacheco indicated that Councilmember Humphrey would be joining the meeting later.

2. PLEDGE OF ALLEGIANCE

Mayor Pacheco led the audience in the Pledge of Allegiance. Mayor Pacheco indicated that staff was having difficulties with the audio equipment, and called for a brief recess at 6:11 p.m. The meeting was reconvened at 6:14 p.m.

3. MINUTES

Moved by Councilmember Hopkins, seconded by Councilmember Walsh, to, by minute action, approve the minutes of the December 4, 2018, regular Council meeting, as published in the Casper-Star Tribune on December 15, 2018. Motion passed.

4. EXECUTIVE SESSION MINUTES

Moved by Councilmember Walsh, seconded by Councilmember Morgan, to, by minute action, approve the minutes of the December 4, 2018, executive session. Motion passed.

5. MINUTES

Moved by Councilmember Huber, seconded by Councilmember Hopkins, to, by minute action, approve the minutes of the December 11, 2018, special Council meeting, as published in the Casper-Star Tribune on December 18, 2018. Motion passed.

6. EXECUTIVE SESSION MINUTES

Moved by Councilmember Morgan, seconded by Councilmember Powell, to, by minute action, approve the minutes of the December 11, 2018, executive session. Motion passed.

7. BILLS & CLAIMS

Moved by Councilmember Powell, seconded by Councilmember Hopkins, to, by minute action, approve payment of the December 18, 2018, bills and claims, as audited by City Manager. Napier Councilmember Walsh abstained from voting on item 00081740, a P-Card vendor. Motion passed.

8. COMMUNICATIONS FROM PERSONS PRESENT

No citizens addressed the Council.

9. ESTABLISH PUBLIC HEARINGS

Moved by Councilmember Powell, seconded by Councilmember Johnson, to, by minute action: establish January 8, 2019, as the public hearing date for the consideration of proposed bus route changes; animal care and control ordinance; and liquor license ordinance. Moved by Councilmember Walsh to change the public hearing date for the animal care and control ordinance and the liquor license ordinance to January 22, 2019. Seconded by Councilmember Johnson. Motion passed. Council then voted to hold the public hearing for the bus route changes on January 8, 2019 and to hold the other two public hearings on January 22, 2019. Motion passed.

10.A PUBLIC HEARING—ANNEXATION

Mayor Pacheco opened the public hearing for the consideration of the annexation compliance of the State Office Building Addition to the City of Casper with W.S. 15-1-402. City Attorney Henley entered three (3) exhibits: correspondence from Liz Becher to J. Carter Napier, dated December 7, 2018; an affidavit of publication, as published in the Casper-Star Tribune, dated November 26, 2018; and the State Office Building Addition annexation report, dated November, 2018. City Manager Napier provided a brief report. There being no one to speak for or against the issues involving the State Office Building Addition, the public hearing was closed. Following resolution read:

RESOLUTION NO. 18-265

A RESOLUTION FINDING FACTS PURSUANT TO WYOMING STATUTE 15-1-402 REGARDING THE ANNEXATION OF A PORTION OF THE S1/2NW1/4, SECTION 9, TOWNSHIP 33 NORTH, RANGE 79 WEST, 6TH P.M., NATRONA COUNTY WYOMING BEING INCLUDED IN A PLAT/REPLAT CREATING THE STATE OFFICE BUILDING ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING.

Councilmember Hopkins presented the foregoing resolution for adoption. Seconded by Councilmember Powell. Councilmember Huber asked about other un-annexed lands within the City limits. City Manager Napier indicated that a report on this would be available in January. Motion passed. Following ordinance read:

ORDINANCE NO. 20 -18

AN ORDINANCE APPROVING THE ANNEXATION AND ZONING CREATING THE STATE OFFICE BUILDING ADDITION; AND ALSO APPROVING THE STATE OFFICE BUILDING ADDITION SUBDIVISION AGREEMENT.

WHEREAS, the State of Wyoming Department of Administration and Information has applied for approval of an annexation of a portion of the S1/2NW1/4, Section 9, Township 33 North, Range 79 West, 6th P.M., Natrona County Wyoming, and a vacation and plat/replat creating the State Office Building Addition, and approval of the zoning of said State Office Building Addition as OYDSPC (Old Yellowstone District and South Poplar Corridor); and,

WHEREAS, a petition requesting annexation has been signed by a majority of the landowners owning a majority of the area sought to be annexed, excluding public streets and alleys and tax exempt property, and said petition has been submitted to the City of

Casper for approval pursuant to Section 15-1-403 of the Wyoming State Statutes, as amended; and,

WHEREAS, an annexation report will be completed prior to final approval of the annexation, in accordance with Section 15-1-402 of the Wyoming State Statutes, as amended; and,

WHEREAS, the City of Casper Planning and Zoning Commission recommended that the Council approve the annexation, the vacation and plat/replat creating the State Office Building Addition, and the zoning of the same as OYDSPC (Old Yellowstone District and South Poplar Corridor), following a public hearing on September 20, 2018.

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

SECTION 1:

The annexation of a portion of the S1/2NW1/4, Section 9, Township 33 North, Range 79 West, 6th P.M., Natrona County Wyoming is hereby approved and said area is included within the corporate limits of the City of Casper and all rights, privileges, and duties pertaining to such inclusion shall apply to said development and the inhabitants thereof.

SECTION 2:

The vacation and plat/replat creating the State Office Building Addition is hereby approved.

SECTION 3:

The Subdivision Agreement between the City of Casper and the State of Wyoming Department of Administration and Information is hereby approved, and the Mayor is hereby authorized, and directed to execute, and the City Clerk to attest, said Agreement.

SECTION 4:

The State Office Building Addition is hereby zoned OYDSPC (Old Yellowstone District South Poplar Corridor).

SECTION 5:

This ordinance shall, pursuant to W. S. § 15-1-408, be in full force and effect on the 21st business day following third reading approval by the City Council, and following publication.

PASSED on 1st reading they day of November, 2018.

PASSED on 2nd reading the day of November, 2018.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 18th day of December, 2018.

Councilmember Johnson presented the foregoing ordinance for adoption, on third reading. Seconded by Councilmember Laird. Motion passed.

10.B PUBLIC HEARING - RESOLUTION

Mayor Pacheco opened the public hearing for the consideration of the submission of a Wyoming Business Council Grant. City Attorney Henley entered two (2) exhibits: correspondence from Jolene Martinez to J. Carter Napier, dated November 27, 2018 and an affidavit of publication, as published in the Casper-Star Tribune, dated December 10, 2018. City Manager Napier provided a brief report. There being no one to speak for or against the issue, the public hearing was closed. Following resolution read:

RESOLUTION NO. 18-266

A RESOLUTION AUTHORIZING SUBMISSION OF AN

APPLICATION TO THE WYOMING BUSINESS COUNCIL
COMMUNITY ENHANCEMENT GRANT PROGRAM.

Councilmember Laird presented the foregoing resolution for adoption. Seconded by Councilmember Johnson. Motion passed.

10.C PUBLIC HEARING - MINUTE ACTION

Moved by Councilmember Johnson, seconded by Councilmember Huber, to, by minute action, cancel the public hearing for the consideration of the vacation and replat to create the Elkhorn Village Addition, and reestablish January 8, 2019, as the public hearing date for consideration of same. Motion passed.

11. ORDINANCE—THIRD READING

Following ordinance read:

ORDINANCE NO. 23-18

AN ORDINANCE APPROVING THE VACATION OF A PORTION OF SOUTH OAK STREET, SOUTH ELM STREET, WEST 8TH STREET, WEST 9TH STREET, WEST 10TH STREET, TWO ALLEYS LOCATED IN BLOCK 84, CASPER ADDITION, AN ALLEY LOCATED IN BLOCK 92, CASPER ADDITION, AND A PORTION OF AN ALLEY LOCATED IN BLOCK 93, CASPER ADDITION

WHEREAS, the City of Casper has requested that portions of South Oak Street, South Elm Street, West 8th Street, West 9th Street, West 10th Street, Two Alleys Located in Block 84, Casper Addition, an Alley Located in Block 92, Casper Addition, and a Portion of an Alley located in Block 93, Casper Addition, be vacated as public right-of-way; and, WHEREAS, a petition containing the signatures of a majority of the owners who own a majority of the property abutting the segments of the street proposed to be vacated and extending 300 feet in all directions from the street to be vacated has been submitted to the City as provided by W. S. §15-4-305; and,

WHEREAS, the City of Casper desires to retain a utility easement within the boundaries of the to -be -vacated portions of South Oak Street, South Elm Street, West 8th Street, West 9th Street, West 10th Street, Two Alleys Located in Block 84, Casper Addition, an Alley Located in Block 92, Casper Addition, and a Portion of an Alley located in Block 93, Casper Addition; and,

WHEREAS, the City of Casper has determined that said portions of South Oak Street, South Elm Street, West 8th Street, West 9th Street, West 10th Street, Two Alleys Located in Block 84, Casper Addition, an Alley Located in Block 92, Casper Addition, and a Portion of an Alley located in Block 93, Casper Addition, can be vacated without adversely impacting utility services and traffic circulation within the area; and,

WHEREAS, it is the desire of the governing body of the City of Casper to approve said vacation of portions of South Oak Street, South Elm Street, West 8th Street, West 9th Street, West 10th Street, Two Alleys Located in Block 84, Casper Addition, an Alley Located in Block 92, Casper Addition, and a Portion of an Alley located in Block 93, Casper Addition as public right-of-way.

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

SECTION 1:

That the vacation of the portions of South Oak Street, South Elm Street, West 8th Street, West 9th Street, West 10th Street; Two Alleys Located in Block 84, Casper Addition; an Alley Located in Block 92, Casper Addition, and a Portion of an Alley located in Block 93, Casper Addition, as set forth in Exhibits "A" and "B", which by reference herein are made a part of this ordinance, is hereby approved and vacated.

SECTION 2:

That a utility easement, as described in Exhibit "C" and illustrated in Exhibit "D" is hereby reserved for the purposes of construction, operation, and maintenance of public and private utility lines, conduits, vaults, pedestals, and other utility appurtenances.

SECTION 3:

That the vacated sections of South Oak Street, South Elm Street, West 8h Street, West 9th Street, West 10th Street, Two Alleys Located in Block 84, Casper Addition, an Alley Located in Block 92, Casper Addition, and a Portion of an Alley located in Block 93, Casper Addition, as described in Exhibit "A" and illustrated in Exhibit "B", shall revert to the adjoining land owners as provided by law.

SECTION 4:

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

PASSED on 1st reading the 20th day of November, 2018.

PASSED on 2nd reading the 4th day of December, 2018.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 18th day of December, 2018.



CASPER
200 PRINSHORN
CASPER, WY 82501
P: 307-266-2524

May 2, 2018
Revised: August 27, 2018

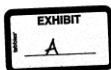
Natrona County School District #1
970 Glenn Road
Casper, WY 82601

W.O. No.: 14210

Description: (Street and Alley Vacations for NCHS – 4.98 Acres) Page 1 of 3

A Parcel being all of South Oak Street lying between West Collins Avenue and an existing alley in Block 93, City of Casper, all of South Elm Street, lying between West 8th Street and CY Avenue, all of West 8th Street, lying between South Oak Street and South Ash Street, all of West 10th Street lying between South Spruce Street and South Oak Street, all of the Alley located in Block 92, City of Casper, all of the Alley in Block 84, City of Casper, that has not been vacated previously and all of the Alleys in Block 84, City of Casper, all lying in the SW 1/4, 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 also a point of intersection of the westerly line of South Oak Street with the southerly line of West Collins Street and the northeasterly corner of Block 91, City of Casper; thence from said Point of Beginning and along the northerly line of said Parcel and the northerly line of said South Oak Street and the southerly line of said West Collins Street, N.63°19'21"E., 66.74 feet to the northeasterly corner of said South Oak Street and the northwesterly corner of Block 90, City of Casper; thence along the easterly line of said Parcel and the westerly line of said Block 90, City of Casper, S.0°42'43"E., 369.73 feet to a point in the northerly line of West 8th Street and the southwesterly corner of said Block 90, City of Casper; thence along the northerly line of said Parcel and said West 8th Street and the southerly line of Block 90, City of Casper, across South Elm Street and the southerly line of Block 83, City of Casper, N.89°17'15"E., 660.00 feet to a point and southeasterly corner of said Block 83 and a point in the westerly line of South Ash Street; thence along the easterly line of said Parcel and across said West 8th Street and the westerly line of said South Ash Street, S.0°42'45"E., 70.00 feet to a point and northeasterly corner of Block 84, City of Casper; thence along the southerly line of said Parcel and West 8th Street and the northerly line of said Block 84, City of Casper, S.89°17'15"W., 300.00 feet to a point and northwesterly corner of said Block 84 and a point in the easterly line of South Elm Street; thence along the easterly line of said Parcel and South Elm Street and the westerly line of said Block 84, City of Casper, S.0°42'52"E., 372.78 feet to a point in the northerly line of an alley in said Block 84, City of Casper; thence along the northerly line of said Parcel and said alley, N.44°22'19"E., 197.70 feet to a point in the westerly line of an alley in said Block 84, City of Casper;



Natrona County School District #1
Description: (Street and Alley Vacations for NCHS – 4.98 Acres)
Page 2 of 3

thence along the westerly line of said Parcel and said alley, N.0°42'57"W., 233.19 feet to a point in the southerly line of said West 8th Street; thence along the northerly line of said Parcel and alley and the southerly line of said West 8th Street, N.89°17'15"E., 20.00 feet to a point and northeasterly corner of said alley; thence along the easterly line of said Parcel and alley, S.0°42'57"E., 213.25 feet to a point in the northerly line of an alley in said Block 84, City of Casper; thence along the northerly line of said Parcel and alley, N.44°22'19"E., 197.69 feet to a point in the westerly line of said South Ash Street; thence along the easterly line of said Parcel and alley and the westerly line of said South Ash Street, S.0°43'03"E., 28.24 feet to a point in the southerly line of said alley; thence along the southerly line of said Parcel and alley, S.44°22'19"W., 423.63 feet to a point in the easterly line of said South Elm Street; thence along the easterly line of said Parcel and South Elm Street and the westerly line of said Block 84, City of Casper, S.0°42'52"E., 200.15 feet to a point in the northwesterly line of CY Avenue and southwesterly corner of said Block 84, City of Casper; thence along the southeasterly line of said Parcel and South Elm Street and the northerly line of said CY Avenue, S.44°25'09"W., 84.65 feet to a point in the westerly line of said South Elm Street; thence along the westerly line of said Parcel and South Elm Street and the easterly line of vacated West 10th Street, Block 88, City of Casper, vacated Mahan Street and Block 89, City of Casper, N.0°42'53"W., 660.89 feet to a point in the southerly line of said West 8th Street and the northeasterly corner of said Block 89, City of Casper; thence along the southerly line of said Parcel and West 8th Street and the northerly line of said Block 89, City of Casper, S.89°17'15"W., 300.00 feet to a point in the easterly line of said South Oak Street and the northwesterly corner of said Block 89, City of Casper; thence along the easterly line of said Parcel and South Oak Street and the westerly line of Block 89, City of Casper, vacated Mahan Street, block 88, City of Casper, vacated West 10th Street and Block 88, City of Casper, S.0°42'43"E., 793.29 feet to a point; thence along the southerly line of said Parcel and across said South Oak Street, S.89°17'17"W., 60.00 feet to a point in the westerly line of said South Oak Street and the northeasterly corner of an alley in Block 93, City of Casper; thence along the westerly line of said Parcel and South Oak Street and the easterly line of said Block 93, City of Casper, N.0°42'43"W., 113.61 feet to a point in the southerly line of said West 10th Street and the northeasterly corner of said Block 93, City of Casper; thence along the southerly line of said Parcel and West 10th Street and the northerly line of said Block 93, S.89°16'18"W., 130.00 feet to a point in the easterly line of an alley in said Block 93, City of Casper; thence along the easterly line of said Parcel and said alley, S.0°41'58"E., 194.82 feet to the southeasterly corner of said alley; thence along the southerly line of said Parcel and alley, S.89°17'11"W., 15.00 feet to a point in the westerly line of said alley; thence along the westerly line of said Parcel and alley, N.0°43'42"W., 194.81 feet to a point in the southerly line of said West 10th Street; thence along the southerly line of said Parcel and West 10th Street and the northerly line of said

CHEYENNE
DEDICATED TO CLIENTS. DEFINED BY EXCELLENCE.

CHEYENNE
DEDICATED TO CLIENTS. DEFINED BY EXCELLENCE.



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

August 28, 2018 REV2
November 18, 2014
Exhibit "A"
Page 3 of 3

August 28, 2018 REV2
November 18, 2014
Exhibit "A"
Page 2 of 3

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

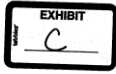
W.O. No.: 14210-21

Description: (Utility Easement - 2.168 Acres, Natrona County School District No. 1)

A Parcel in and being a portion of the SE1/4NW1/4, NE1/4SW1/4, 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:

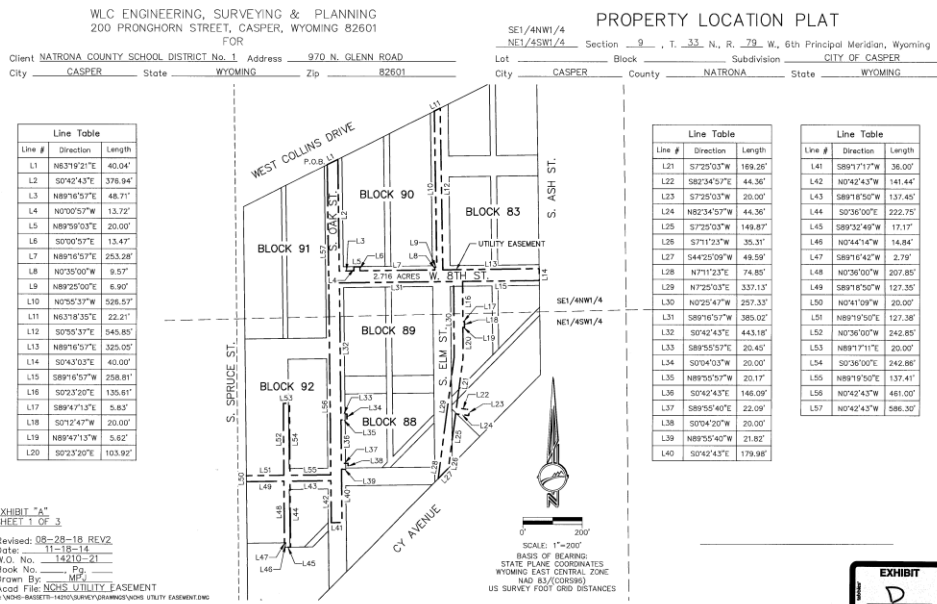
Beginning at the northwesterly corner of the Parcel being described and a point in the southerly line of West Collins Drive and from which point the northeasterly corner of Block 91, City of Casper, bears S63°19'21"W, 11.12 feet; thence from said Point of Beginning and along the most northerly line of the Parcel being described and the southerly line of said West Collins Drive, N63°19'21"E, 40.04 feet to a point; thence, S0°42'43"E, 376.94 feet to a point; thence, N89°16'57"E, 48.71 feet to a point; thence, N0°00'57"W, 13.72 feet to a point; thence, N89°59'03"E, 20.00 feet to a point; thence, S0°00'57"E, 13.47 feet to a point; thence, N89°16'57"E, 253.28 feet to a point; thence, N0°35'00"W, 9.57 feet to a point; thence, N89°25'00"E, 6.90 feet to a point; thence, N0°55'37"W, 526.57 feet to a point in and intersection with the southerly line of said West Collins Drive; thence along the southerly line of said West Collins Drive, N63°18'35"E, 22.21 feet to a point; thence, S0°55'37"E, 545.85 feet to a point; thence, N89°16'57"E, 325.05 feet to a point in and intersection with the westerly line of South Ash Street; thence along the westerly line of said South Ash Street, S0°43'03"E, 40.00 feet to a point; thence, S89°16'57"W, 258.81 feet to a point; thence, S0°23'20"E, 135.61 feet to a point; thence, S89°47'13"E, 5.83 feet to a point; thence, S0°12'47"W, 20.00 feet to a point; thence, N89°47'13"W, 5.62 feet to a point; thence, S0°23'20"E, 103.92 feet to a point; thence, S7°25'03"W, 169.26 feet to a point; thence, S82°34'57"E, 44.36 feet to a point; thence, S7°25'03"W, 20.00 feet to a point; thence, N82°34'57"W, 44.36 feet to a point; thence, S7°25'03"W, 149.87 feet to a point; thence, S7°11'23"W, 35.31 feet to a point in and intersection with the northerly line of

CY Avenue; thence along the northerly line of said CY Avenue, S44°25'09"W, 49.59 feet to a point; thence, N7°11'23"E, 74.85 feet to a point; thence, N7°25'03"E, 337.13 feet to a point; thence, N0°25'47"W, 257.33 feet to a point; thence, S89°16'57"W, 385.02 feet to a point; thence, S0°42'43"E, 443.18 feet to a point; thence, S89°55'57"E, 20.45 feet to a point; thence, S0°04'03"W, 20.00 feet to a point; thence, N89°55'57"W, 20.17 feet to a point; thence, S0°42'43"E, 146.09 feet to a point; thence, S89°55'40"E, 22.09 feet to a point; thence, S0°04'20"W, 20.00 feet to a point; thence, N89°55'40"W, 21.82 feet to a point; thence, S0°42'43"E, 179.98 feet to a point; thence, S89°17'17"W, 36.00 feet to a point; thence, N0°42'43"W, 141.44 feet to a point; thence, S89°18'50"W, 137.45 feet to a point; thence, S0°36'00"E, 222.75 feet to a point; thence, S89°32'49"W, 17.17 feet to a point; thence, N0°44'14"W, 14.84 feet to a point; thence, S89°16'42"W, 2.79 feet to a point; thence, N0°36'00"W, 207.85 feet to a point; thence, S89°18'50"W, 127.35 feet to a point in and intersection with the easterly line of South Spruce Street; thence along the easterly line of said South Spruce Street; thence, N0°41'09"W, 20.00 feet to a point; thence, N89°19'50"E, 127.38 feet to a point; thence, N0°36'00"W, 242.85 feet to a point; thence, N89°17'11"E, 20.00 feet to a point; thence, S0°36'00"E, 242.86 feet to a point; thence, N89°19'50"E, 137.41 feet to a point; thence, N0°42'43"W, 461.00 feet to a point; thence, N0°42'43"W, 586.30 feet to said Point of Beginning and containing 2.716 acres, more or less, as set forth by the plat attached and made a part hereof.



CHEYENNE RAWLINS
DEDICATED TO CLIENTS. DEFINED BY EXCELLENCE.

CHEYENNE RAWLINS
DEDICATED TO CLIENTS. DEFINED BY EXCELLENCE.



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

12. ORDINANCE – SECOND READING

Following ordinance read:

ORDINANCE NO. 24-18
AN ORDINANCE AMENDING CHAPTER 5.08 OF THE
CASPER MUNICIPAL CODE TO PERMIT DISTILLERY
SATELLITE TASTING ROOMS.

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

13. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 18-267
A RESOLUTION AUTHORIZING A PROCUREMENT
AGREEMENT WITH MUNICIPAL TREATMENT
EQUIPMENT, INC. FOR ONE PAX WATER STORAGE
TANK MIXER.

RESOLUTION NO. 18-268
A RESOLUTION AUTHORIZING AN AMENDMENT TO
THE LEASE AGREEMENT BETWEEN THE CITY OF
CASPER AND GARY MARSH, INC.

RESOLUTION NO. 18-269
A RESOLUTION ADOPTING CUSTOMER SERVICE FEES
FOR THE CITY OF CASPER PUBLIC SERVICES
DEPARTMENT, PUBLIC UTILITIES DIVISION.

RESOLUTION NO. 18-270
A RESOLUTION AUTHORIZING A CONTRACT FOR
OUTSIDE-CITY WATER SERVICE WITH JOHN E. AND
KAREN L. WOODS.

RESOLUTION NO. 18-271
A RESOLUTION AUTHORIZING THE MAYOR TO SIGN
THE CASPER HISTORIC PRESERVATION COMMISSION
ANNUAL REPORT.

RESOLUTION NO. 18-272
A RESOLUTION AUTHORIZING A CONTRACT FOR
PROFESSIONAL SERVICES WITH OCHS LAW FIRM, P.C.

RESOLUTION NO. 18-273
A RESOLUTION AUTHORIZING A LEASE AGREEMENT
BETWEEN THE CITY OF CASPER AND CASPER
MOUNTAIN RACERS.

RESOLUTION NO. 18-274

A RESOLUTION AUTHORIZING A CONTRACT WITH COMMUNICATION TECHNOLOGIES, INC. TO PROVIDE INSTALLATION OF GETAC VIDEO SOLUTION, GETAC TABLETS, AND MOUNTING EQUIPMENT.

RESOLUTION NO. 18-275

A RESOLUTION AUTHORIZING A CONTRACT WITH PCN STRATEGIES, INC. TO PROVIDE A GETAC VIDEO SOLUTION TO INCLUDE IN-CAR, BODY WORN, AND INTERVIEW ROOM CAMERAS.

RESOLUTION NO. 18-276

A RESOLUTION AUTHORIZING A CONTRACT WITH PCN STRATEGIES, INC. TO PROVIDE A CRADLEPOINT ROUTER.

RESOLUTION NO. 18-277

A RESOLUTION AUTHORIZING A CONTRACT WITH HP, INC., TO PROVIDE A GETAC TABLET WITH IMAGE CREATED BY GETAC SUPPORT AND CITY INFORMATION TECHNOLOGY.

Councilmember Walsh presented the foregoing eleven (11) resolutions for adoption. Seconded by Councilmember Powell. Motion passed.

14. MINUTE ACTION— CONSENT

Moved by Councilmember Johnson, seconded by Councilmember Laird, to, by consent minute action: re-appointing members to the Contractors' **Licensing and Appeals Board**; appointing Terry Wingerter, and Chuck Davis, and re-appointing Susan Frank and Fred Feth to the Planning and Zoning Commission for Three-Year Terms, Expiring December 31, 2021; appointing Carrie Merrill and Cynthia Grieve to the Casper Historical Preservation Commission with Terms Expiring December 31, 2021; appointing property owners representatives to the Old Yellowstone District Advisory Committee; and authorizing the discharge of \$126,766.63 of uncollectible Local Assessment District Accounts receivable balances, including interest and late fees, in accordance with W.S. 15-6-426. Motion passed.

15. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmember Huber spoke regarding the Veteran's skilled nursing facility, and indicated that support is needed if Casper wants full consideration as a location. Councilmember Humphrey joined the meeting.

16. ADJOURNMENT

Mayor Pacheco noted the next meetings of the City Council will be a regular Council meeting to be held at 6:00 p.m., Tuesday, January 8, 2019, in the Council Chambers; and, a work session to be held at 4:30 p.m., Tuesday, January 15, 2019, in **the Council's** meeting room. Moved by Councilmember Johnson, seconded by Councilmember Walsh, to, by minute action adjourn. Councilmember Laird abstained from voting, motion passed. The meeting was adjourned at 6:45 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Ray Pacheco
Mayor

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

307 MOTORS	0032135699 UTILITY REFUND	\$26.76
	Subtotal for Cost Center Water:	\$26.76
	Vendor Subtotal:	\$26.76
71 CONSTRUCTION, INC.	122387HP EZ STREET BULK	\$529.20
	Subtotal for Cost Center Streets:	\$529.20
	Vendor Subtotal:	\$529.20
A.M.B.I. & SHIPPING, INC.	18-11-403 POSTAGE	\$3.20
	Subtotal for Cost Center Balefill:	\$3.20
	18-11-404 POSTAGE	\$2.86
	Subtotal for Cost Center City Manager:	\$2.86
	18-11-411 POSTAGE	\$1.86
	Subtotal for Cost Center Council:	\$1.86
	18-11-405 POSTAGE	\$21.93
	Subtotal for Cost Center Engineering:	\$21.93
	18-11-408 November 2018 Postage	\$10.51
	Subtotal for Cost Center Fire:	\$10.51
	18-11-410 FIRST CLASS POSTAGE	\$91.39
	Subtotal for Cost Center Metro Animal:	\$91.39
	18-11-416 REGULAR MAILINGS	\$395.90
	Subtotal for Cost Center Police:	\$395.90
	18-11-415 POSTAGE	\$40.39
	Subtotal for Cost Center Refuse Collection:	\$40.39
	Vendor Subtotal:	\$568.04
AAKER SIGNS & DESIGNS	18-4255 BANNER HISTORIC PRESERVATION	\$326.00
	Subtotal for Cost Center Planning:	\$326.00
	Vendor Subtotal:	\$326.00

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

ALLIANCE ELECTRIC LLC.	8227 LEACHATE POWER INSTALL	\$5,843.83
	Subtotal for Cost Center Balefill:	\$5,843.83
	Vendor Subtotal:	\$5,843.83
AM SIGNAL, INC.	AM23197 TRAFFIC DETECTORS	\$17,493.30
	Subtotal for Cost Center Streets:	\$17,493.30
	Vendor Subtotal:	\$17,493.30
AMERICAN TITLE AGENCY, INC.	2018-0653 O & E TITLE REPORT 1129 E C	\$125.00
	Subtotal for Cost Center Code Enforcement:	\$125.00
	Vendor Subtotal:	\$125.00
ANDREEN HUNT CONSTRUCTION, INC.	3907 RETAINAGE RELEASE 18-061	\$1,648.00
	Subtotal for Cost Center Capital Projects - Engineering:	\$1,648.00
	3939 15-083 LOWER EASTDALE CR CHANN	\$45,400.00
	3939 RETAINAGE 15-083	-\$4,540.00
	Subtotal for Cost Center Sewer:	\$40,860.00
	Vendor Subtotal:	\$42,508.00
ANDREW BEAMER	74878 PE LICENSE RENEWAL AB	\$90.00
	Subtotal for Cost Center Engineering:	\$90.00
	Vendor Subtotal:	\$90.00
ARCADIS U.S., INC.	0946528 ENGINEERING SERVICES FOR WWTP	\$3,169.30
	Subtotal for Cost Center Waste Water:	\$3,169.30
	Vendor Subtotal:	\$3,169.30
AUTOMATION & ELECTRONICS INC.	E111709 LANDFILL GOLDRADIO	\$404.10
	Subtotal for Cost Center Balefill:	\$404.10

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

ELECTRONICS, INC.

Vendor Subtotal: **\$404.10**

BAKER & HOSTETLER LLP

50566192 Legal Services - Claim 1688CA \$1,204.00

Subtotal for Cost Center Property & Liability Insurance: **\$1,204.00**

Vendor Subtotal: **\$1,204.00**

BART WILLADSON

01205 PANT REIMBURSEMENT \$35.31

Subtotal for Cost Center Water: **\$35.31**

Vendor Subtotal: **\$35.31**

BIG WEST LANDSCAPING LLC

174 #18-058 HERITAGE HILLS RECLAMA \$50,390.00

Subtotal for Cost Center Engineering: **\$50,390.00**

Vendor Subtotal: **\$50,390.00**

BLACK HILLS ENERGY

AP000232120718 NATURAL GAS \$309.75

AP000183120618 NATURAL GAS \$4,790.12

Subtotal for Cost Center Aquatics: **\$5,099.87**

RIN0029147 LANDFILL FLARE OPERATIONS \$15.75

RIN0029147 LATE FEES \$0.83

AP000229120718 NATURAL GAS \$3,549.80

Subtotal for Cost Center Balefill: **\$3,566.38**

AP000187120618 NATURAL GAS \$1,043.17

Subtotal for Cost Center Buildings & Structures: **\$1,043.17**

AP000226120618 NATURAL GAS \$246.43

Subtotal for Cost Center Cemetery: **\$246.43**

AP000227120618 NATURAL GAS \$1,251.33

Subtotal for Cost Center City Hall: **\$1,251.33**

AP000230120718 NATURAL GAS \$2,041.48

Subtotal for Cost Center Fire: **\$2,041.48**

AP000194120718 NATURAL GAS \$2,510.02

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Subtotal for Cost Center Fleet Maintenance:	\$2,510.02
AP000195120618 NATURAL GAS	\$434.57
Subtotal for Cost Center Fort Caspar:	\$434.57
AP000188120618 NATURAL GAS	\$315.96
Subtotal for Cost Center Golf Course:	\$315.96
AP000184120618 NATURAL GAS	\$1,139.13
Subtotal for Cost Center Ice Arena:	\$1,139.13
AP000192120718 NATURAL GAS	\$976.95
Subtotal for Cost Center Metro Animal:	\$976.95
AP000222120718 NATURAL GAS	\$148.43
Subtotal for Cost Center Parks:	\$148.43
AP000191120618 NATURAL GAS	\$830.64
Subtotal for Cost Center Recreation:	\$830.64
AP000193120618 NATURAL GAS	\$17.36
Subtotal for Cost Center Sewer:	\$17.36
AP000228120718 NATURAL GAS	\$6,919.44
Subtotal for Cost Center Waste Water:	\$6,919.44
AP000231120718 NATURAL GAS	\$1,038.69
Subtotal for Cost Center Water:	\$1,038.69
RIN0029140 ENERGY HEAT	\$5,377.36
Subtotal for Cost Center Water Treatment Plant:	\$5,377.36
Vendor Subtotal:	<hr/> \$32,957.21
BOYS & GIRLS CLUBS OF CENTRAL WY	4661 FY19 1%#15 ONE CENT FUNDING \$36,642.50
Subtotal for Cost Center Capital Projects - City Manager:	\$36,642.50
Vendor Subtotal:	<hr/> \$36,642.50
CARL SEVERANCE	RIN0029002 WORK BOOT REIMBURSEMENT \$60.00
Subtotal for Cost Center Cemetery:	\$60.00

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Vendor Subtotal: **\$60.00**

CASPER AREA TRANSPORTATION COALITION

2018-1104 NOV 18 CITY BUS BILLING \$17,707.49
2018-1101 NOV 18 FTA CATC BILLING \$53,275.57
2018-1102 NOV 18 FTA THE BUS BILLING \$17,767.59
2018-1103 NOV 18 CITY CATC BILLING \$53,216.33
Subtotal for Cost Center C.A.T.C.: **\$141,966.98**

Vendor Subtotal: **\$141,966.98**

CASPER NATRONA COUNTY HEALTH DEPARTMENT

0025717-IN MONTHLY FUNDING \$45,000.00
Subtotal for Cost Center Social Community Services: **\$45,000.00**

Vendor Subtotal: **\$45,000.00**

CENTURY 21 ACTION REALTY

RIN0029155 UTILITY REFUND \$476.55
Subtotal for Cost Center Water: **\$476.55**

Vendor Subtotal: **\$476.55**

CENTURYLINK

RIN0029141 PHONE USE \$491.65
RIN0029163 PHONE USE \$491.65
Subtotal for Cost Center Communications Center: **\$983.30**

RIN0029142 PHONE USE \$140.86
Subtotal for Cost Center Fleet Maintenance: **\$140.86**

RIN0029142 PHONE USE \$154.58
Subtotal for Cost Center Metro Animal: **\$154.58**

RIN0029150 PHONE USE \$45.78
Subtotal for Cost Center Municipal Court: **\$45.78**

RIN0029142 PHONE USE \$277.04
Subtotal for Cost Center Recreation: **\$277.04**

RIN0029151 PHONE USE \$42.55
RIN0029154 PHONE USE \$63.79
Subtotal for Cost Center Sewer: **\$106.34**

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

RIN0029142 PHONE USE	\$154.64
Subtotal for Cost Center Waste Water:	\$154.64
Vendor Subtotal:	\$1,862.54

CITY OF CASPER

169204 YEARLY ALARM LICENSE FEE	\$10.00
Subtotal for Cost Center Balefill:	\$10.00

169296 ANNUAL ALARM LICENSE FEE METRO	\$10.00
Subtotal for Cost Center Metro Animal:	\$10.00

5128/170526 DEC 18 MPO MONTHLY GIS SERVICE	\$581.98
5128/170526 DEC 18 MPO MONTHLY GIS SERVICE	\$5,537.64
Subtotal for Cost Center Metropolitan Planning:	\$6,119.62

1342/169213 ALARM LICENSE	\$10.00
Subtotal for Cost Center Recreation:	\$10.00

Vendor Subtotal:	\$6,149.62
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CITY OF CASPER - BALEFILL

525/170645 SANITATION	\$15.00
525/170812 SANITATION	\$15.00
525/170568 SANITATION	\$15.00
Subtotal for Cost Center Hogadon:	\$45.00

2772/170457 SANITATION	\$5,663.16
2772/170430 SANITATION	\$5,431.80
2772/170646 SANITATION	\$5,244.48
2772/170666 SANITATION	\$4,906.56
2772/170384-396 SANITATION	\$5,170.20
2772/170497 SANITATION	\$4,772.16
2772/170723 SANITATION	\$4,991.64
2772/170814 SANITATION	\$5,837.76
2772/170480 SANITATION	\$4,823.52
2772/170737 SANITATION	\$5,385.12
2772/170852 SANITATION	\$5,317.92
2772/170570-581 SANITATION	\$5,281.08
2772/170690 SANITATION	\$4,631.52
2772/170620 SANITATION	\$5,514.84
Subtotal for Cost Center Refuse Collection:	\$72,971.76

1666/170429 SANITATION	\$569.28
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Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Subtotal for Cost Center Streets:	\$569.28
1276/170456 SANITATION	\$1,026.78
1276/170644 SANITATION	\$124.32
1276/170382 SANITATION	\$42.24
1276/170722 SANITATION	\$80.64
1276/170811 SANITATION	\$111.36
1276/170567 SANITATION	\$77.76
Subtotal for Cost Center Waste Water:	\$1,463.10

Vendor Subtotal:	\$75,049.14
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CIVIL ENGINEERING PROFESSIONALS, INC.

17-006-17 MCKINLEY STREET UNDERPASS STOR	\$1,906.68
Subtotal for Cost Center Streets:	\$1,906.68

14-066-43 EAST CASPER ZONE III	\$528.53
Subtotal for Cost Center Water:	\$528.53

Vendor Subtotal:	\$2,435.21
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COLLING, TIMOTHY

0032135686 UTILITY REFUND	\$35.21
Subtotal for Cost Center Water:	\$35.21

Vendor Subtotal:	\$35.21
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COMMUNICATION TECHNOLOGIES, INC.

80320 PTP INTERNET WORK AT GOLF	\$1,651.00
Subtotal for Cost Center Golf Course:	\$1,651.00

Vendor Subtotal:	\$1,651.00
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CORDOVA, BRANDON

0032135688 UTILITY REFUND	\$55.00
Subtotal for Cost Center Water:	\$55.00

Vendor Subtotal:	\$55.00
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COWDIN CLEANING

201291 BUILDING MAINTENANCE	\$748.00
201291 BUILDING MAINTENANCE	\$561.00
Subtotal for Cost Center Buildings & Structures:	\$1,309.00

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Vendor Subtotal: **\$1,309.00**

CRIME SCENE INFORMATION

157-12-082 CRIMESTOPPERS LINE \$109.87

Subtotal for Cost Center Police: **\$109.87**

Vendor Subtotal: **\$109.87**

DAVID COURTADE

17461 BOOT REIMBURSEMENT \$58.80

Subtotal for Cost Center Fleet Maintenance: **\$58.80**

Vendor Subtotal: **\$58.80**

DELL MARKETING LP

10287307312 REPLACEMENT COMPUTER SOFTWARE \$380.08

Subtotal for Cost Center Buildings & Structures: **\$380.08**

10279181613 SOFTWARE REPLACEMENT \$380.08

Subtotal for Cost Center Parks: **\$380.08**

10287307339 VLA OFFICE PRO PLUS (2) \$760.16

Subtotal for Cost Center Water: **\$760.16**

Vendor Subtotal: **\$1,520.32**

DESERT MTN. CORP.

18-63446 ICE SLICER \$5,409.81

18-63450 ICE SLICER \$5,559.33

18-63477 ICE SLICER \$5,393.06

18-63490 ICE SLICER \$5,462.66

18-63514 ICE SLICER \$5,390.48

Subtotal for Cost Center Streets: **\$27,215.34**

Vendor Subtotal: **\$27,215.34**

DIAZ, NICHOLE

0032135696 UTILITY REFUND \$75.00

0032135696 UTILITY REFUND \$40.23

Subtotal for Cost Center Water: **\$115.23**

Vendor Subtotal: **\$115.23**

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

EDBERG, MAKENZIE	0032229649 UTILITY REFUND	\$22.88
	Subtotal for Cost Center Water:	\$22.88
	Vendor Subtotal:	\$22.88
ELIJAH MOORE	1-302886 STEEL TOE BOOT REIMBURSEMENT	\$75.00
	Subtotal for Cost Center Water:	\$75.00
	Vendor Subtotal:	\$75.00
ENVIRONMENTAL & CIVIL SOLUTIONS, LLC	5612 2018 ARTERIALS/COLLECTORS	\$18,505.45
	Subtotal for Cost Center Streets:	\$18,505.45
	Vendor Subtotal:	\$18,505.45
EROSION CONTROL APPLICATIONS, INC.	RIN0029158 BALEFILL CLOSURE - GEOSYNTHETI	\$3,774.47
	RIN0029158 BALEFILL CLOSURE - GEOSYNTHETI	\$1,364.94
	RIN0029158 RETAINAGE 17-039	-\$251.99
	Subtotal for Cost Center Balefill:	\$4,887.42
	Vendor Subtotal:	\$4,887.42
ETHAN YONKER	74452 EYONKER - ENG LICENSE RNWL	\$90.00
	Subtotal for Cost Center Engineering:	\$90.00
	Vendor Subtotal:	\$90.00
FAMILY JOURNEY CENTER	143 FY19 1%#15 ONE CENT FUNDING	\$1,541.14
	Subtotal for Cost Center Capital Projects - City Manager:	\$1,541.14
	Vendor Subtotal:	\$1,541.14
FIRST DATA MERCHANT SVCS CORP.	REMI1367959 CC SERVICES	\$2.90
	Subtotal for Cost Center Cemetery:	\$2.90
	REMI1362419 OCT CREDIT CARD FEE	\$119.40
Subtotal for Cost Center Fort Caspar:	\$119.40	

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

REMI1362420 CC SERVICE CHARGE PRO SHOP \$184.75
Subtotal for Cost Center Golf Course: \$184.75

REMI1362421 CREDIT CARD CHARGES \$9.50
Subtotal for Cost Center Hogadon: \$9.50

Vendor Subtotal: \$316.55

FIRST INTERSTATE BANK

RIN0029164 DEPOSIT SLIPS \$57.60
Subtotal for Cost Center Code Enforcement: \$57.60

RIN0029148 DEPOSIT TICKETS \$57.60
Subtotal for Cost Center Fort Caspar: \$57.60

Vendor Subtotal: \$115.20

FIRST INTERSTATE BANK - PETTY CASH

RIN0029156 WITNESS FEES \$20.00
Subtotal for Cost Center Municipal Court: \$20.00

RIN0029160 PETTY CASH \$5.64
RIN0029160 PETTY CASH \$101.20
RIN0029160 PETTY CASH \$39.52
RIN0029160 PETTY CASH \$35.00
Subtotal for Cost Center Police: \$181.36

Vendor Subtotal: \$201.36

FLYTE, KAYCEE

0032135691 UTILITY REFUND \$43.22
Subtotal for Cost Center Water: \$43.22

Vendor Subtotal: \$43.22

FORD, STEVE G.

0032135692 UTILITY REFUND \$36.18
Subtotal for Cost Center Water: \$36.18

Vendor Subtotal: \$36.18

GAMBLE, SCOTT

0032229650 UTILITY REFUND \$46.15
Subtotal for Cost Center Water: \$46.15

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Vendor Subtotal:	\$46.15
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GARY MAYHUE

661435 CLOTHING ALLOWANCE	\$87.97
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Subtotal for Cost Center Buildings & Structures:	\$87.97
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Vendor Subtotal:	\$87.97
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GEOSYNTEC CONSULTANTS INC

33360632 CRL ANNUAL MONITORING/REPORTIN	\$1,366.80
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Subtotal for Cost Center Balefill:	\$1,366.80
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Vendor Subtotal:	\$1,366.80
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GLOBAL SPECTRUM L.P.

d6541e7a13 TICKET FUNDS OAK RIDGE BOYS	\$54,614.37
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37d4019975 ORDER FEE INCOME NOC 2018	\$4,253.00
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96446e5b64 ATM WITHDRAWN NOV 2018	\$14,400.00
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Subtotal for Cost Center Casper Events Center:	\$73,267.37
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Vendor Subtotal:	\$73,267.37
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GRIMES, JR, ERNEST W

0032271100 UTILITY REFUND	\$100.00
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0032271100 UTILITY REFUND	\$5.55
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Subtotal for Cost Center Water:	\$105.55
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Vendor Subtotal:	\$105.55
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HAIGHT, SAGE

0032135698 UTILITY REFUND	\$17.41
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Subtotal for Cost Center Water:	\$17.41
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Vendor Subtotal:	\$17.41
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HALL'S CUSTOMER PAVING

0032229654 UTILITY REFUND	\$56.26
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Subtotal for Cost Center Water:	\$56.26
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Vendor Subtotal:	\$56.26
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HDR ENGINEERING, INC.

1200163110 WATER RIGHTS & SUPPLY ANALYSIS	\$5,178.06
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Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Subtotal for Cost Center Water: \$5,178.06

Vendor Subtotal: \$5,178.06

HEGDAHL, DIANE

0032229653 UTILITY REFUND \$7.62

Subtotal for Cost Center Water: \$7.62

Vendor Subtotal: \$7.62

HKD SNOWMAKERS

5523 SNOWMAKER \$14,310.00

Subtotal for Cost Center Parks: \$14,310.00

Vendor Subtotal: \$14,310.00

HOLLIDAY, JEFF

0032135700 UTILITY REFUND \$39.37

Subtotal for Cost Center Water: \$39.37

Vendor Subtotal: \$39.37

HOMAX OIL SALES, INC.

0435295-IN STOCK, 02/F2 DIESEL 7700 GAL \$21,598.89

0435294-IN STOCK, 01/F1 UNL 7400 GAL \$17,178.36

Subtotal for Cost Center Fleet Maintenance: \$38,777.25

Vendor Subtotal: \$38,777.25

ISC, INC/VENTURE TECHNOLOGIES

SIN027697 (6)VOICEMAILS FOR ENG STAFF \$357.75

Subtotal for Cost Center Engineering: \$357.75

SIN027714 CROWDSTRIKE ENDPOINT PROTECTIO \$24,856.86

Subtotal for Cost Center Information Technology: \$24,856.86

Vendor Subtotal: \$25,214.61

ITC ELECTRICAL TECHNOLOGIES

27518 RW1 RW5 REPAIR INSTALLATION \$467.10

Subtotal for Cost Center Water Treatment Plant: \$467.10

Vendor Subtotal: \$467.10

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

J&G LANDSCAPING	0032229655 UTILITY REFUND	\$45.04
	Subtotal for Cost Center Water:	\$45.04
	Vendor Subtotal:	\$45.04
JAQUES, COREY	0032135690 UTILITY REFUND	\$65.12
	Subtotal for Cost Center Water:	\$65.12
	Vendor Subtotal:	\$65.12
JESSE JONES	F800 CLOTHING REIMBURSEMENT	\$94.48
	Subtotal for Cost Center Police:	\$94.48
	Vendor Subtotal:	\$94.48
JOEY WILHELM	013637 CLOTHING REIMBURSEMENT	\$60.88
	Subtotal for Cost Center Police:	\$60.88
	Vendor Subtotal:	\$60.88
JOHN K. GARLICK, JR.	2943R COURT APPOINTED ATTORNEY	\$467.16
	2942R COURT APPOINTED ATTORNEY	\$746.80
	2940R COURT APPOINTED ATTORNEY	\$614.95
	Subtotal for Cost Center Municipal Court:	\$1,828.91
	Vendor Subtotal:	\$1,828.91
KINDEL CONCRETE LLC	0032229656 UTILITY REFUND	\$85.00
	0032229656 UTILITY REFUND	\$108.58
	Subtotal for Cost Center Water:	\$193.58
Vendor Subtotal:	\$193.58	
KNIFE RIVER/JTL	RIN0029149 RETAINAGE 17-080	-\$190.90
	Subtotal for Cost Center Capital Projects - Streets:	-\$190.90
	RIN0029149 3RD ST - BEVERLY TO CONWELL 17	\$3,817.94

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Subtotal for Cost Center Streets: \$3,817.94

Vendor Subtotal: \$3,627.04

KOLMAN, ZACH

0032135689 UTILITY REFUND \$75.00

Subtotal for Cost Center Water: \$75.00

Vendor Subtotal: \$75.00

KRIS KOFAKIS

01227 PANTS PER POLICY \$62.75

Subtotal for Cost Center Water: \$62.75

Vendor Subtotal: \$62.75

KRUSMARK, JAYNE

0032135687 UTILITY REFUND \$26.56

Subtotal for Cost Center Water: \$26.56

Vendor Subtotal: \$26.56

LAMB, MIKE

0032135701 UTILITY REFUND \$51.47

Subtotal for Cost Center Water: \$51.47

Vendor Subtotal: \$51.47

LAWSON, LORI

0032135702 UTILITY REFUND \$75.00

Subtotal for Cost Center Water: \$75.00

Vendor Subtotal: \$75.00

LONG, LARRY D

0032229648 UTILITY REFUND \$44.28

Subtotal for Cost Center Water: \$44.28

Vendor Subtotal: \$44.28

MCMURRY READY MIX CO.

227734 CONCREETE FOR BENCHES GARDEN \$296.38

Subtotal for Cost Center Parks: \$296.38

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Vendor Subtotal: **\$296.38**

MIKE DAY

RIN0029135 TUITION REIMBURSEMENT \$2,151.28

Subtotal for Cost Center Water: **\$2,151.28**

Vendor Subtotal: **\$2,151.28**

NALCO CHEMICAL CO.

67426656 FERROUS CHLORIDE NPSSI-CCF \$14,835.24

Subtotal for Cost Center Waste Water: **\$14,835.24**

Vendor Subtotal: **\$14,835.24**

NAPA AUTO PARTS CORP.

RIN0029152 OCT 2018 PARTS FOR REPAIRS \$51,189.05

RIN0029152 NOV 2018 PARTS FOR REPAIRS \$47,054.51

RIN0029152 OCT 2018 NAPA IBS EXPENSE CHRG \$11,602.17

RIN0029152 NOV 2018 NAPA IBS EXPENSE CHRG \$11,138.88

RIN0029152 CONSUMABLES OCT & NOV. 2018 \$2,246.88

RIN0029152 BLDG SUPPLIES OCT & NOV 2018 \$70.17

RIN0029152 SM TOOLS OCT & NOV 2018 \$33.32

Subtotal for Cost Center Fleet Maintenance: **\$123,334.98**

Vendor Subtotal: **\$123,334.98**

NATRONA COUNTY - SHERIFFS' OFFICE

3329 ADULT PRISONER CARE OCTOBER 18 \$85,400.64

3331 JUVENILE PRISONER CARE NOV 18 \$7,500.00

Subtotal for Cost Center Police: **\$92,900.64**

Vendor Subtotal: **\$92,900.64**

NORTH PARK TRANSPORATION

08789380 SHIPPING FEE FOR EXHIBIT \$191.62

Subtotal for Cost Center Fort Caspar: **\$191.62**

Vendor Subtotal: **\$191.62**

PAX WATER TECH. INC.

00005032 TANK MIXER & KITS \$7,307.00

Subtotal for Cost Center Water: **\$7,307.00**

Vendor Subtotal: **\$7,307.00**

Bills & Claims

12/19/2018 to 01/08/2019

P-CARD VENDORS

00082395 STAPLES DIRECT - Purchase	\$32.55
00082395 STAPLES DIRECT - Purchase	\$10.85
00082136 SCP DISTRIBUTORS - 265 - Purch	\$52.72
00082228 NORCO INC - Purchase	\$51.30
00082228 NORCO INC - Purchase	\$370.91
00082351 VZWRLSS MY VZ VB P - Purchase	\$477.00
00082534 KMART 4736 - Purchase	\$78.96
00082551 SAMS CLUB #6425 - Purchase	\$55.74
00082631 BAILEYS ACE HDWE - Purchase	\$20.56
00082687 LIFEGUARD STORE - ONLI - Purch	\$1,761.50
00082687 LIFEGUARD STORE - ONLI - Purch	\$680.00
00082687 LIFEGUARD STORE - ONLI - Purch	\$1,053.50
00082710 NORCO INC - Purchase	\$44.94
00082768 STAPLES DIRECT - Purchase	\$7.97
00082818 AMZN Mktp US M283D3P22 - Purch	\$18.60
00082818 AMZN Mktp US M283D3P22 - Purch	\$6.19
00082824 NORCO INC - Purchase	\$148.86
00081938 LIFEGUARD STORE - ONLI - Purch	\$247.40
00082510 AMZN Mktp US M27H52LR1 - Purch	\$7.79
00081868 AMZN Mktp US M03HM10S2 - Purch	\$44.00
00081994 WM SUPERCENTER #1617 - Purchas	\$39.72
00082038 COMTRONIX - Purchase	\$165.00
00082097 SAMSCLUB.COM - Purchase	\$28.98
00082097 SAMSCLUB.COM - Purchase	\$25.96
00082115 AMZN Mktp US M01JB9QF0 - Purch	\$11.67
00082125 ASSOCIATED SUPPLY - Purchase	\$84.21
Subtotal for Cost Center Aquatics:	\$5,526.88
00082318 WYOMING MACHINERY CO - Credit	-\$448.54
00082332 WYOMING MACHINERY CO - Credit	-\$453.22
00082391 WMC HEALTH AND WELLNES - Purch	\$191.68
00082401 SAMSCLUB #6425 - Purchase	\$30.65
00082411 PIZZA RANCH CASPER - Purchase	\$60.90
00081964 VZWRLSS IVR VB - Purchase	\$40.01
00081857 BAILEYS ACE HDWE - Purchase	\$91.93
00081928 HOSE & RUBBER SUPPLY C - Purch	\$86.53
00082037 SOURCE OFFICE - VITAL - Purcha	\$10.13
00082046 MENARDS CASPER WY - Purchase	\$83.84
00082068 BEARING BELTCHAIN00244 - Purch	\$284.28
00082070 FERGUSON ENT #3069 - Purchase	\$2,325.00
00082073 WYOMING MACHINERY CO - Purchas	\$453.20
00082074 CMI-TECO - Purchase	\$36.40

Bills & Claims

12/19/2018 to 01/08/2019

00082089 WYOMING MACHINERY CO - Purchas	\$448.54
00082091 COCA COLA BOTTLING CO - Purcha	\$14.70
00082104 WYOMING MACHINERY CO - Purchas	\$3.72
00082119 WYOMING MACHINERY CO - Purchas	\$287.22
00082145 HARBOR FREIGHT TOOLS 3 - Purch	\$33.97
00082146 WYOMING MACHINERY CO - Purchas	\$671.76
00082148 WYOMING MACHINERY CO - Purchas	\$327.65
00082156 WYOMING MACHINERY CO - Purchas	\$80.14
00082160 SAMS CLUB #6425 - Purchase	\$68.20
00082164 WYOMING MACHINERY CO - Purchas	\$255.68
00082165 WYOMING MACHINERY CO - Purchas	\$708.26
00082170 AMERIGAS PRODUCT - Purchas	\$97.77
00082173 WYOMING MACHINERY CO - Purchas	\$86.19
00082186 WYOMING MACHINERY CO - Purchas	\$19.62
00082187 COMPRESSION LEASING SE - Purch	\$1,203.85
00082206 WYOMING MACHINERY CO - Purchas	\$30.27
00082211 WYOMING MACHINERY CO - Purchas	\$45.74
00082213 MENARDS CASPER WY - Purchase	\$4.96
00082229 WYOMING MACHINERY CO - Credit	-\$7.66
00082236 WYOMING MACHINERY CO - Purchas	\$48.96
00082243 WYOMING STEEL, RECYC - Purchas	\$44.66
00082255 WYOMING MACHINERY CO - Purchas	\$22.82
00082259 WYOMING MACHINERY CO - Purchas	\$191.46
00082276 WYOMING MACHINERY CO - Purchas	\$758.78
00082278 WYOMING MACHINERY CO - Purchas	\$8.96
00082280 WYOMING MACHINERY CO - Purchas	\$1,281.80
00082285 AIRGAS CENTRAL - Purchase	\$160.49
00082301 WYOMING MACHINERY CO - Purchas	\$137.68
00082098 DOORWAYS OF WYOMING - Purchase	\$471.70
00082407 WOODWORKERS SUPPLY, I - Purcha	\$11.07
Subtotal for Cost Center Balefill:	\$10,311.75
00082076 0970 CED - Purchase	\$62.66
00082079 BLOEDORN LUMBER CASPER - Purch	\$2.85
00082088 0970 CED - Purchase	\$15.63
00082114 ARCHITECTURALGLAZINGCO - Purch	\$292.36
00082130 ARCHITECTURALGLAZINGCO - Purch	\$304.02
00082161 GRAINGER - Credit	-\$224.24
00082181 HERCULES INDUSTRIES CA - Purch	\$77.04
00082189 CASPER WINNELSON CO - Purchase	\$7.94
00082209 GEORGE T SANDERS 20 - Purchase	\$13.12
00082249 BAILEYS ACE HDWE - Purchase	\$30.26
00082270 CRUM ELECTRIC SUPPLY C - Purch	\$192.70
00082273 CASPER WINNELSON CO - Purchase	\$4.30

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

00082317 BLOEDORN LUMBER CASPER - Purch	\$45.70
00082324 DENNIS SUPPLY COMPANY - Purcha	\$34.98
00082343 0970 CED - Purchase	\$20.17
00082375 HERCULES INDUSTRIES CA - Purch	\$164.40
00082550 CPU IIT - Purchase	\$1,121.00
00082082 IMLSS COLORADO - Purchase	\$59.72
00082121 MENARDS CASPER WY - Purchase	\$2.38
00082159 MENARDS CASPER WY - Credit	-\$2.38
00082180 SHERWIN WILLIAMS 70343 - Purch	\$43.60
00082207 THYSSENKRUPP-FORT COLL - Purch	\$872.26
00082207 THYSSENKRUPP-FORT COLL - Purch	\$545.16
00082207 THYSSENKRUPP-FORT COLL - Purch	\$872.26
00082210 WESTERN WYOMING LOCK & - Purch	\$84.50
00082212 MENARDS CASPER WY - Purchase	\$102.07
00082277 NORCO INC - Purchase	\$135.70
00082279 MENARDS CASPER WY - Purchase	\$13.17
00082297 HOSE & RUBBER SUPPLY C - Purch	\$37.19
00082331 HUB FLOOR COVERING INC - Purch	\$6.50
00082371 SUMMIT ELECTRIC, INC. - Purcha	\$356.48
Subtotal for Cost Center Buildings & Structures:	\$5,293.50
00082444 HOSE & RUBBER SUPPLY C - Purch	\$49.97
00082384 VZWRLSS IVR VB - Purchase	\$40.01
00082128 STAPLES 00114181 - Purch	\$76.14
Subtotal for Cost Center Cemetery:	\$166.12
00082421 ATLAS OFFICE PRODUCTS - Purcha	\$32.76
00082349 MOUNTAIN STATES LITHOG - Purch	\$123.49
00082771 THOMSON WEST TCD - Purchase	\$140.43
00082841 THOMSON WEST TCD - Purchase	\$1,294.85
00082492 ATLAS OFFICE PRODUCTS - Purcha	\$32.48
Subtotal for Cost Center City Attorney:	\$1,624.01
00081992 CASPER STAR TRIBUNE - Purchase	\$108.50
00082013 CASPER STAR TRIBUNE - Purchase	\$84.84
00082028 CASPER STAR TRIBUNE - Purchase	\$84.34
00082143 ATLAS OFFICE PRODUCTS - Purcha	\$70.99
Subtotal for Cost Center City Clerk:	\$348.67
00081085 XEROX CORPORATION/RBO - Purcha	\$10.97
00081999 EGGINGTONS - Purchase	\$98.84
00082338 LOAF N JUG #0119 Q81 - Purch	\$7.78
00082365 LOAF N JUG #0119 Q81 - Purch	\$39.53
00082399 POOR RICHARDS - Purchase	\$43.37

Bills & Claims

12/19/2018 to 01/08/2019

Subtotal for Cost Center City Manager:	\$200.49
00082227 ATLAS OFFICE PRODUCTS - Purcha	\$133.33
00081560 SQU SQ WYOMING CHAPTE - Purch	\$110.00
00082663 CPU IIT - Purchase	\$498.00
00082719 VZWRLSS IVR VB - Purchase	\$120.05
00082339 BARCODESINC - Purchase	\$42.19
Subtotal for Cost Center Code Enforcement:	\$903.57
00082487 VZWRLSS IVR VB - Purchase	\$38.14
00082555 ATLAS REPRODUCTION INC - Purch	\$383.65
00081161 PARTY AMERICA CASPER # - Purch	\$13.68
00081166 WM SUPERCENTER #1617 - Purchas	\$8.04
Subtotal for Cost Center Communications Center:	\$443.51
00081176 CASPER STAR TRIBUNE - Purchase	\$701.92
00081217 CASPER STAR TRIBUNE - Purchase	\$664.80
Subtotal for Cost Center Council:	\$1,366.72
00082350 XEROX CORPORATION/RBO - Purcha	\$168.79
00082358 XEROX CORPORATION/RBO - Purcha	\$35.42
00082293 ALBERTSONS #0060 - Purchase	\$146.30
Subtotal for Cost Center Engineering:	\$350.51
00077478 BLOEDORN LUMBER CASPER - Purch	\$1,202.24
00081103 BLOEDORN LUMBER CASPER - Credi	-\$1,776.06
00081673 BEST BUY 00015271 - Purch	\$189.98
00081748 EXXONMOBIL 47626544 - Purch	\$64.50
00081869 EXXONMOBIL 47626544 - Purch	\$51.06
00081903 ARBY'S #1600 - Purchase	\$9.12
00081906 KELLY'S CONVENIENCE - Purchase	\$46.02
00081941 MENARDS CASPER WY - Purchase	\$239.85
00081980 WYOMING WOOD N WORKS - Purcha	\$92.04
00082069 WALGREENS #7462 - Purchase	\$23.99
00082287 AUTOZONE #1293 - Purchase	\$9.85
00082306 MENARDS CASPER WY - Purchase	\$294.20
00082313 PANCHOS MEXICAN RESTAU - Purch	\$36.17
00082328 PANCHOS MEXICAN RESTAU - Purch	\$217.04
00082337 WALGREENS #7462 - Credit	-\$23.99
00082340 AMBI MAIL AND MARKETIN - Purch	\$79.00
00082360 ATLAS OFFICE PRODUCTS - Purcha	\$854.68
00082378 INTUIT IN PEDENS INC - Purch	\$720.00
00082396 IAFC WUI1151 - Purchase	\$425.00
00082403 UNITED 01672730234324 - Pur	\$426.90

Bills & Claims

12/19/2018 to 01/08/2019

00082413 AGENT FEE 89007456073443 - Pur	\$35.00
00082438 SQ SQ MY EDUCATIONAL - Purch	\$126.00
00082450 ALBERTSONS #0062 - Purchase	\$7.98
00082451 ALPINE MOTOR SPORTS - Purchase	\$65.46
00082628 WPSG, INC - Purchase	\$128.81
00082708 ARCHITECTURALGLAZINGCO - Purch	\$187.64
00082749 SQU SQ THE FLOUR BIN - Purcha	\$30.60
00082767 ARCHITECTURALGLAZINGCO - Purch	\$1,332.00
00082782 MES/WARREN FIRE/LAWMEN - Purch	\$3,180.00
00082802 MES/WARREN FIRE/LAWMEN - Purch	\$1,559.86
00082838 ATLAS OFFICE PRODUCTS - Purcha	\$360.90
00079108 5.11 TACTICAL.COM ECOM - Purch	\$472.44
00079237 SPIRIT AI 48701872315260 - Pur	\$112.40
00079345 5.11 TACTICAL.COM ECOM - Purch	\$66.14
00080978 SPORTSMANS WAREHOUSE 1 - Purch	\$499.90
00081181 FEDEX 783649844482 - Purchase	\$62.28
00081199 FEDEX 783649812204 - Purchase	\$62.28
00081244 CPU IIT - Purchase	\$57.80
00081391 LN CURTIS - Purchase	\$315.68
00081408 BEARING BELTCHAIN00244 - Purch	\$15.17
00081421 GRAINGER - Purchase	\$23.62
00081437 GRAINGER - Purchase	\$44.03
00081462 FEDEX 783800071835 - Purchase	\$35.33
00081510 EXXONMOBIL 47626544 - Purch	\$51.63
00081599 MURDOCHS RANCH &HOME # - Purch	\$31.96
00081629 INTUIT IN PEDENS INC - Purch	\$36.00
00081676 BEST BUY 00015271 - Purch	\$999.99
00081677 BEST BUY 00015271 - Purch	\$379.99
00081679 EXXONMOBIL 47626544 - Purch	\$37.82
00081729 ROGUE FITNESS - Purchase	\$3,768.32
00081749 FITNESS DIRECT - Purchase	\$3,300.00
00081792 ROGUE FITNESS - Credit	-\$60.00
00081819 COYOTE CREEK STEAKHOUS - Purch	\$45.90
00081844 SHELL OIL 57444279103 - Purcha	\$54.24
00081872 FIESTA GUADALAJARA - Purchase	\$45.33
00081878 ICN NORDICTRACK - Purchase	\$1,977.00
00081884 WARDROBE CLEANERS - Purchase	\$57.60
00081893 K'S#3 - Purchase	\$22.33
00081902 ICN NORDICTRACK - Purchase	\$179.95
00081909 KELLY'S CONVENIENCE - Purchase	\$32.30
00081937 HOLIDAY INN EXPRESS RO - Purch	\$219.98
00081985 ALBERTSONS #0060 - Purchase	\$19.94
00082012 CASPER MOUNTAIN MOTORS - Purch	\$19.94
00082035 BEARING BELTCHAIN00244 - Purch	\$6.99

Bills & Claims

12/19/2018 to 01/08/2019

00082057 BEST BUY 00015271 - Purch	\$62.99
00082063 COMTRONIX - Purchase	\$732.00
00082072 INT IN FIRED UP RESCU - Purch	\$985.65
00082092 COMM TECH ROCK SPRIN - Purchas	\$51.50
00082111 VZWRLSS MY VZ VB P - Purchase	\$120.03
00082123 VZWRLSS MY VZ VB P - Purchase	\$1,903.80
00082149 WAL-MART #1617 - Purchase	\$21.02
00082150 MES/WARREN FIRE/LAWMEN - Purch	\$3,273.14
00082163 WM SUPERCENTER #3778 - Purchas	\$55.91
00082184 SAMS CLUB #6425 - Purchase	\$942.80
00082208 BARGREEN WYOMING 25 - Purchase	\$852.31
00082304 NORCO INC - Purchase	\$746.25
Subtotal for Cost Center Fire:	\$32,937.52
00081779 CAPITAL BUSINESS SYSTE - Purch	\$34.00
00081828 CASPER FORD LINCOLN - Purchase	\$2,476.68
00081846 DECKER AUTO GLASS - Purchase	\$377.51
00081947 ALSCO INC. - Purchase	\$594.78
00082248 EATON SALES & SERVICE - Purcha	\$767.22
00082061 COMTRONIX - Purchase	\$168.00
00082112 CASPER TIRE 0000705 - Purchase	\$40.00
00081743 INT IN NUTECH SPECIAL - Purch	\$356.46
00079237 SPIRIT AI 48701872315260 - Pur	\$56.20
Subtotal for Cost Center Fleet Maintenance:	\$4,870.85
00082224 COMTRONIX - Purchase	\$531.00
00082231 TOP OFFICE PRODUCTS IN - Purch	\$49.27
00082240 ATLAS OFFICE PRODUCTS - Purcha	\$61.79
00082251 CASPER FIRE EXTINGUISH - Purch	\$291.50
00081927 SUTHERLANDS 2219 - Purchase	\$75.96
Subtotal for Cost Center Fort Caspar:	\$1,009.52
00081302 INT IN GRANDVIEW PUBL - Purch	\$52.73
Subtotal for Cost Center General - Fort Caspar:	\$52.73
00082025 COMPRESSION LEASING SE - Purch	\$630.00
00082385 GCSAA EIFG - Purchase	\$195.00
00082417 WYOMING GROUNDS KEEPER - Purch	\$400.00
00081860 MOUNTAIN WEST TECH - Purchase	\$49.95
00082127 MIDLAND IMPLEMENT CO - Purchas	\$210.00
00082214 COMTRONIX - Purchase	\$122.85
00082298 R & R REST STOPS - Purchase	\$445.50
Subtotal for Cost Center Golf Course:	\$2,053.30

Bills & Claims

12/19/2018 to 01/08/2019

00082348 WMC HEALTH AND WELLNES - Purch	\$525.00
Subtotal for Cost Center Health Insurance:	\$525.00
00082459 SQU SQ CASCADE RESCUE - Purch	\$1,844.00
00082472 SQU SQ CASCADE RESCUE - Purch	\$1,844.00
00082485 MARKET NET DIVISION - Purchase	\$643.04
00081934 FACEBK T59EMG63A2 - Purchase	\$13.56
00082252 WALMART.COM - Purchase	\$45.98
00082254 THE HOME DEPOT #6001 - Purchas	\$102.04
00082261 SPLIT SECOND TIMING - Purchase	\$325.00
00082308 POSTERMYWALL DOWNLOAD - Purcha	\$4.99
00082370 THE HOME DEPOT 6001 - Purchase	\$262.40
00082392 GRAINGER - Purchase	\$31.20
00082393 WM SUPERCENTER #3778 - Purchas	\$15.36
00082402 GRAINGER - Purchase	\$5.15
00082404 WAL-MART #3778 - Purchase	\$37.58
00082429 GRAINGER - Purchase	\$86.44
00082501 INT IN SOUND & CELLUL - Purch	\$399.99
00082565 STAPLES 00114181 - Purch	\$65.97
00082591 BRAKE SUPPLY COMPANY I - Purch	\$396.72
00081925 NOR NORTHERN TOOL - Purchase	\$82.39
00081959 SNOMAX LLC - Purchase	\$5,328.00
00081974 SUTHERLANDS 2219 - Purchase	\$71.96
00082066 CONTACT WIRELESS - Purchase	\$65.54
00082085 BURBACKS REFRIGERATION - Purch	\$95.00
00082117 INTUIT IN PEDENS INC - Purch	\$230.25
00082141 KNIGHT EQUIPMENT CO IN - Purch	\$2,000.00
Subtotal for Cost Center Hogadon:	\$13,996.56
00082405 WM SUPERCENTER #1617 - Purchas	\$1,250.00
00082423 TARGET 00001644 - Purch	\$1,250.00
00082692 URGENT CARE OF CASPER - Purcha	\$1,167.00
00082461 DOUGH ENTERPRISES LLC - Purcha	\$6.00
00082460 STERLING BACKCHECK - Purchase	\$542.61
00082481 HOBBY-LOBBY #0233 - Purchase	\$14.43
Subtotal for Cost Center Human Resources:	\$4,230.04
00082295 SAMSClub #6425 - Purchase	\$27.96
00082305 A&A GLOBAL INDUSTRIES - Purcha	\$188.44
00082314 SQUARE SQ PAPA JOHNS - Purch	\$123.82
00082395 STAPLES DIRECT - Purchase	\$32.55
00082482 SQ SQ NATRONA COUNTY - Purch	\$75.00
00081093 INTERNATIONAL TRANSACTION - Pu	\$1.72
00082021 VISTAR ROCKY MOUNTAIN - Purcha	\$37.09

Bills & Claims

12/19/2018 to 01/08/2019

00082049 SAMS CLUB #6425 - Purchase	\$143.53
00082071 STAPLES 00114181 - Purch	\$4.98
00082093 STAPLES 00114181 - Purch	\$24.98
00082105 FARMER BROTHERS COFFEE - Purch	\$175.21
00082122 SAMSCLUB.COM - Purchase	\$70.64
00082166 SNOW CREST CHEMICALS - Purchas	\$360.00
00082283 WEAR PARTS INC - Purchase	\$84.73
00082579 CASPER RECREATIONAL LE - Purch	\$350.00
00082590 VISTAR ROCKY MOUNTAIN - Purcha	\$136.59
00082594 RINK SYSTEMS INC - Purchase	\$1,465.00
00082629 SAMSCLUB #6425 - Purchase	\$181.90
00082694 SAMSCLUB.COM - Purchase	\$232.96
00082699 INTERNATIONAL TRANSACTION - Pu	\$1.10
00082722 CENTER ICE SUPPLIES - Purchase	\$137.50
00082731 VASCO INC - Purchase	\$55.85
00082748 SERVING THE AMERICAN R - Purch	\$275.00
00082818 AMZN Mktp US M283D3P22 - Purch	\$18.60
00082824 NORCO INC - Purchase	\$148.86
00082345 CITY TREASURER - Purchase	\$10.00
00082361 INTUIT IN PEDENS INC - Purch	\$120.00
00082433 SAMSCLUB.COM - Purchase	\$61.28
00082440 FEDEXOFFICE 00009423 - Purch	\$60.00
00082457 SAMS CLUB #6425 - Purchase	\$54.66
00082470 SAMS CLUB #6425 - Purchase	\$77.18
00082484 SAMSCLUB #6425 - Purchase	\$9.98
00082537 SAMS CLUB #6425 - Purchase	\$29.90
00082561 FARMER BROTHERS COFFEE - Purch	\$68.00
00081316 LOWES #00907 - Purchase	\$103.95
00081499 RINK SYSTEMS INC - Purchase	\$2,232.17
00081741 FRANK J. ZAMBONI & CO. - Purch	\$159.74
00081756 WM SUPERCENTER #1617 - Purchas	\$34.02
00081761 PROFESSIONAL FLOORING - Purcha	\$198.48
00081767 LOWES #00907 - Credit	-\$4.95
00081796 BAILEYS ACE HDWE - Purchase	\$44.95
00081799 AMZN MKTP US M093G8AJ0 - Purch	\$18.99
00081837 SAMSCLUB.COM - Purchase	\$160.56
00081862 DOLLAR TREE - Purchase	\$36.00
00081871 SAMSCLUB #6425 - Purchase	\$7.92
00081942 FACEBK H6XCBJWSE2 - Purchase	\$10.60
00081987 CASPER RECREATIONAL LE - Purch	\$485.00
00082038 COMTRONIX - Purchase	\$108.00
00082097 SAMSCLUB.COM - Purchase	\$28.98
00082115 AMZN Mktp US M01JB9QF0 - Purch	\$11.67
Subtotal for Cost Center Ice Arena:	\$8,481.09

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

00082441 ATLAS OFFICE PRODUCTS - Purcha	\$86.42
Subtotal for Cost Center Information Services:	\$86.42
00082829 WESTSIDE ANIMAL HOSPIT - Purch	\$3,016.84
00082029 4IMPRINT - Purchase	\$340.81
00082258 MURDOCHS RANCH &HOME # - Purch	\$36.98
00082300 5.11 TACTICAL.COM ECOM - Purch	\$215.22
00082311 STAPLES 00114181 - Purch	\$154.16
00082329 WM SUPERCENTER #3778 - Purchas	\$18.10
00082369 NORCO INC - Purchase	\$345.23
00082462 VISTAPR VistaPrint.com - Purch	\$25.40
00082532 CAMPBELL PET COMPANY - Purchas	\$892.23
Subtotal for Cost Center Metro Animal:	\$5,044.97
00082327 RICOH USA, INC - Purchase	\$381.13
00082327 RICOH USA, INC - Purchase	\$40.05
Subtotal for Cost Center Metropolitan Planning:	\$421.18
00081783 HOBBY-LOBBY #0233 - Purchase	\$57.28
00082315 STAPLES 00114181 - Purch	\$174.89
00082527 BOSCOS ITALIAN RESTAUR - Purch	\$415.56
00082603 HOBBY-LOBBY #0233 - Purchase	\$103.70
00082819 JOHNNY APPLESEED, INC. - Purch	\$56.99
00082837 STAPLES 00114181 - Purch	\$31.04
Subtotal for Cost Center Municipal Court:	\$839.46
00082207 THYSSENKRUPP-FORT COLL -Purcha	\$872.26
00082207 THYSSENKRUPP-FORT COLL -Purcha	\$872.26
Subtotal for Cost Center Parking:	\$1,744.52
00082323 GCI MSCN-FRND-WB - Purchase	\$99.99
00082326 INTL SOC ARBORICULTURE - Purch	\$185.00
00082477 SAMS CLUB #6425 - Purchase	\$45.00
00081981 GCI MSCN-FRND-WB - Purchase	\$48.97
00082090 THE HOME DEPOT #6001 - Purchas	\$59.30
00082019 GRAINGER - Purchase	\$144.92
00082024 KISTLER TENT AND AWNIN - Purch	\$99.00
00082044 AMZN MKTP US M04GZ3512 - Purch	\$71.96
00082309 MURDOCHS RANCH &HOME # - Purch	\$14.37
00082341 BAILEYS ACE HDWE - Purchase	\$1.99
00082198 TRACTOR SUPPLY CO #199 - Purch	\$13.07
00082356 VZWRLSS IVR VB - Purchase	\$40.03
00082526 ALPINE MOTOR SPORTS - Purchase	\$15.95

Bills & Claims

12/19/2018 to 01/08/2019

00082578 SQU SQ WYOMING OFFICE - Purch	\$53.00
00082586 CRESCENT ELECTRIC 103 - Purcha	\$73.39
00082606 INTL SOC ARBORICULTURE - Purch	\$135.00
00082627 CASPER WINNELSON CO - Purchase	\$77.06
00082679 CPS DISTRIBUTORS INC C - Purch	\$14.86
00082691 CPS DISTRIBUTORS INC C - Purch	\$18.39
00082707 CPS DISTRIBUTORS INC C - Purch	\$478.50
00082727 WYOMING STEEL, RECYC - Purchas	\$22.00
00082794 MENARDS CASPER WY - Purchase	\$120.14
00082803 CPU IIT - Purchase	\$1,938.40
00082827 MURDOCHS RANCH &HOME # - Purch	\$20.59
00082854 THE HOME DEPOT 6001 - Purchase	\$217.12
00082025 COMPRESSION LEASING SE - Purch	\$420.00
00082408 HIGHLAND PRODUCTS GROU - Purch	\$7,226.00
00082504 CPS DISTRIBUTORS INC C - Purch	\$30.75
00081361 OTC BRANDS, INC. - Purchase	\$68.44
00081720 CPS DISTRIBUTORS INC C - Purch	\$32.81
00081875 GAMETIME - Purchase	\$6,421.82
00081896 OTC BRANDS, INC. - Credit	-\$0.39
00081939 BAILEYS ACE HDWE - Purchase	\$39.99
00082010 CPS DISTRIBUTORS INC C - Purch	\$14.27
00082027 STAPLES 00114181 - Purch	\$20.37
00082101 CPS DISTRIBUTORS INC C - Purch	\$22.53
Subtotal for Cost Center Parks:	\$18,304.59
00081904 CASPER STAR TRIBUNE - Purchase	\$955.60
00081930 PAYPAL MASCOTSALE - Purchase	\$169.00
00082265 ALBERTSONS #0062 - Purchase	\$27.66
00082362 HOBBY-LOBBY #0233 - Purchase	\$191.92
Subtotal for Cost Center Planning:	\$1,344.18
00081817 THE CAMPBELL GROUP - Purchase	\$250.00
00082221 MCDONALD'S F13573 - Purchase	\$7.58
00082247 POPEYE'S #3081 - Purchase	\$22.00
00082268 WENDYS #8128 - Purchase	\$5.05
00082289 UNITED 01626042365802 - Pur	\$30.00
00082355 FAMOUS DAVE'S BOLINGBR - Purch	\$25.21
00082377 UNITED 01626043888184 - Pur	\$30.00
00082386 SHELL OIL 57444084701 - Purcha	\$7.10
00082387 CNCIA PARKING - Purchase	\$25.00
00082397 EXXONMOBIL 97249072 - Purch	\$39.50
00082409 CHICK-FIL-A #03042 - Purchase	\$10.07
00082424 BERGHOFF CAFE - Purchase	\$17.13
00082430 THE UPS STORE 2200 - Purchase	\$48.04

Bills & Claims

12/19/2018 to 01/08/2019

00082554 TREX MART #11 - Purchase	\$26.35
00082558 PHILLIPS 66 - 49 FASTL - Purch	\$39.01
00082560 MIMIS CAFE 99 - Purchase	\$37.63
00082569 WAWA 5257 00052571 - Purch	\$26.56
00082577 EB WSHNA 2019-ANNUAL - Purchas	\$240.00
00082588 KUM & GO #954 - Purchase	\$8.98
00082595 UNIFORMS 2 GEAR - Purchase	\$2,204.33
00082597 AMAZON.COM M26KT6AF0 A - Purch	\$49.90
00082615 UNIFORMS 2 GEAR - Purchase	\$2,647.14
00082634 UNIFORMS 2 GEAR - Credit	-\$2,647.14
00082739 KING SOOPERS #0699 FUE - Purch	\$52.21
00079763 JOHN E. REID AND ASSOC - Purch	\$575.00
00080186 FORCE SCIENCE INSTITUT - Purch	\$495.00
00081211 FORCE SCIENCE INSTITUT - Purch	\$495.00
00081276 COURTYARD BY MARRIOTT- - Purch	\$838.05
00081299 SAMSCLUB #6425 - Purchase	\$83.94
00081953 HOTELS.COM153868883718 - Purch	\$580.31
00082454 UNITED 01626044886830 - Pur	\$30.00
00082463 THE UPS STORE 2200 - Purchase	\$34.03
00082464 CHICK-FIL-A - Purchase	\$13.19
00082487 VZWRLSS IVR VB - Purchase	\$973.37
00082499 E&F HOLDING CO. - Purchase	\$300.00
00082511 VZWRLSS IVR VB - Purchase	\$920.23
00082518 FEDEX 91050624 - Purchase	\$60.98
00082519 MOUNTAIN STATES LITHOG - Purch	\$531.66
00082535 HOMEDEPOT.COM - Purchase	\$360.64
00082540 RICOH USA, INC - Purchase	\$43.38
00082552 GALLS - Purchase	\$131.80
00082555 ATLAS REPRODUCTION INC - Purch	\$40.60
00082572 SAMS MEMBERSHIP - Purchase	\$45.00
00082574 SOURCE OFFICE - VITAL - Purcha	\$753.59
00081016 NOODLES & CO 112 - Purchase	\$12.09
00081031 OLD CHICAGO LAKEWOOD - Purchas	\$10.52
00081068 TEXAS ROADHOUSE #2412 - Purcha	\$47.29
00081082 FIREHOUSE SUBS #56 - Purchase	\$14.00
00081094 BUFFALO WILD WINGS 013 - Purch	\$22.34
00081172 OLIVE GARDEN 0021486 - Purchas	\$26.05
00081187 FIRST WATCH 341 - Purchase	\$20.20
00081200 CHUY'S - Purchase	\$22.07
00081243 PHILLIPS 66 - JENNY'S - Purcha	\$50.88
00081259 CHILI'S SHERIDAN TOWN - Purcha	\$24.46
00081267 HOLIDAY INN LAKEWOOD T - Purch	\$38.25
00081270 THE FRENCH PRESS - Purchase	\$24.44
00081296 CHICK-FIL-A #02759 - Purchase	\$8.53

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

00081305 HOLIDAY INN LAKEWOOD T - Purch	\$39.98
00081307 OLD CHICAGO LAKEWOOD - Purchas	\$22.18
00081309 SQU SQ STACK SUBS - B - Purch	\$14.59
00081323 DICKEYS CO-198 - Purchase	\$15.88
00081340 HOLIDAY INN LAKEWOOD T - Purch	\$15.05
00081366 PANDA EXPRESS 644 - Purchase	\$9.78
00081378 HOLIDAY INN LAKEWOOD T - Purch	\$17.98
00081399 DROPBOX P1L56FML1QWB - Purchas	\$9.99
00081400 DICKEYS CO-198 - Purchase	\$15.88
00081416 T STREET ROADHOUSE - Purchase	\$40.44
00081480 HOLIDAY INN LAKEWOOD - Purchas	\$1,180.20
00081500 FIREHOUSE SUBS #56 - Purchase	\$13.21
00081634 SPF45 - Purchase	\$37.00
00081693 EXXONMOBIL 47889647 - Purch	\$47.47
00081813 THAI ORCHID RESTAURANT - Purch	\$28.24
00081850 GOOGLE Google Storage - Purch	\$2.99
00082282 CANTINA LAREDO 191 - Purchase	\$52.40
00082336 SHELL OIL 57545318008 - Purcha	\$52.77
00082382 5GUYS 0104 QSR - Purchase	\$33.55
00082383 CHICK-FIL-A #01640 - Purchase	\$8.34
00082394 MCDONALD'S F31309 - Purchase	\$10.88
00082412 MAMA FUS ASIAN HOUSE - Purchas	\$39.92
00082427 MOES 3751 - Purchase	\$29.69
00082448 CIRCLE K # 23110 - Purchase	\$23.97
00082465 RED ROBIN NO 738 - Purchase	\$28.87
00082480 MCDONALD'S F31309 - Purchase	\$11.84
00082495 TG JACKSONVILLE 032-02 - Purch	\$38.64
00082497 MISSION BBQ JACKSO - Purchase	\$25.97
00082498 PF CHANGS #9976 - Purchase	\$87.74
00082500 UNITED 01626046386930 - Pur	\$30.00
00082506 SHELL OIL 57546565805 - Purcha	\$44.34
00082509 HOTEL ST MICHAEL - Purchase	\$266.74
00082514 CHICK-FIL-A #01640 - Purchase	\$13.66
00082516 UNITED 01626046996770 - Pur	\$60.00
00082521 CONOCO - FORT KEARNEY - Purcha	\$35.97
00082522 MURPHY5750ATWALMART - Purchase	\$36.64
00082523 IACP - Purchase	\$75.00
00082531 SHELL OIL 57445996804 - Purcha	\$25.62
00081304 ATLANTIC WALL BLANKS L - Purch	\$218.54
Subtotal for Cost Center Police:	\$13,590.49
00082641 DAYS INNS/DAYSTOP - Purchase	\$60.00
00082467 WM SUPERCENTER #1617 - Purchas	\$11.87
00082487 VZWRLSS IVR VB - Purchase	\$80.02

Bills & Claims

12/19/2018 to 01/08/2019

Subtotal for Cost Center Police Grants:	\$151.89
00082290 DOMINO'S 6042 - Purchase	\$36.95
00082296 HOBBY-LOBBY #0233 - Purchase	\$11.75
00082296 HOBBY-LOBBY #0233 - Purchase	\$7.93
00082320 NATIONALGYM SUPPLY - Purchase	\$102.80
00082364 KMART 4736 - Purchase	\$125.39
00082395 STAPLES DIRECT - Purchase	\$32.54
00082482 SQ SQ NATRONA COUNTY - Purch	\$60.00
00082144 DOLLAR TREE - Purchase	\$8.50
00082144 DOLLAR TREE - Purchase	\$26.00
00082272 FACEBK 47X9RHND52 - Purchase	\$40.00
00081587 INTERSTATE ALL BATTERY - Purch	\$227.90
00082075 NORCO INC - Purchase	\$209.37
00082216 CASPER STAR TRIBUNE - Purchase	\$270.00
00082271 ALOFT DENVER INTERNATI - Purch	\$289.09
00082292 SHELL OIL 57444149009 - Purcha	\$36.25
00082398 NORTHWEST PARKWAY LLC - Purcha	\$9.65
00082478 VISION GRAPHICS INC - Purchase	\$1,627.14
00082517 WM SUPERCENTER #1617 - Purchas	\$15.31
00082529 AMZN MKTP US M210J1FJ0 - Purch	\$49.95
00082581 SAMSCLUB #6425 - Purchase	\$63.21
00082670 SQ SQ VENTURE TECHNO - Purch	\$234.48
00082685 ZAZZLE USD - Purchase	\$293.49
00082768 STAPLES DIRECT - Purchase	\$29.61
00082818 AMZN Mktp US M283D3P22 - Purch	\$18.60
00082824 NORCO INC - Purchase	\$148.85
00082845 NATIONAL RECREATION & - Purcha	\$60.00
00082850 NORCO INC - Purchase	\$589.78
00082510 AMZN Mktp US M27H52LR1 - Purch	\$7.78
00081868 AMZN Mktp US M03HM10S2 - Purch	\$44.00
00081922 WAL-MART #1617 - Purchase	\$23.44
00081989 SPORTSMITH - Purchase	\$73.20
00082006 STAPLES 00114181 - Purch	\$21.20
00082033 NC SCHOOL DIST NO1 - Purchase	\$2,687.26
00082038 COMTRONIX - Purchase	\$108.00
00082097 SAMSCLUB.COM - Purchase	\$31.44
00082097 SAMSCLUB.COM - Purchase	\$28.98
00082097 SAMSCLUB.COM - Purchase	\$28.98
00082097 SAMSCLUB.COM - Purchase	\$32.96
00082115 AMZN Mktp US M01JB9QF0 - Purch	\$11.66
Subtotal for Cost Center Recreation:	\$7,723.44
00082391 WMC HEALTH AND WELLNES - Purch	\$191.67

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

00082401 SAMSClub #6425 - Purchase	\$30.65
00082015 AMERI-TECH EQUIPMENT C - Purch	\$1,268.48
00082109 BEARING BELTCHAIN00244 - Purch	\$10.47
00081576 SIX ROBBLEES NO 19 - Purchase	\$113.62
00082113 URGENT CARE OF CASPER - Purcha	\$90.00
00082160 SAMS CLUB #6425 - Purchase	\$68.21
00082167 AIRGAS CENTRAL - Purchase	\$103.41
00082191 AIRGAS CENTRAL - Purchase	\$136.41
00082191 AIRGAS CENTRAL - Purchase	\$206.83
00082203 WYOMING STEEL, RECYC - Purcha	\$5,052.00
00082245 JACKS TRUCK AND EQUIPM - Purch	\$396.27
00082312 SIX ROBBLEES NO 19 - Credit	-\$113.62
00081879 FACEBK CS2TAJWJH2 - Purchase	\$99.54
Subtotal for Cost Center Refuse Collection:	\$7,653.94
00082286 CASPER STAR TRIBUNE - Purchase	\$47.81
00082284 TOWNSQ MEDIA CASPER - Purchase	\$165.00
00082169 MENARDS CASPER WY - Purchase	\$21.88
00082563 NOLAND FEED - Purchase	\$21.65
00082573 SAMS CLUB #6425 - Purchase	\$62.62
00082389 CASPER CONTRACTORS SUP - Purch	\$205.96
00082473 FRANKLINCOVEYPRODUCTS - Purcha	\$55.83
00082479 INT IN PIPELOGIX INC - Purcha	\$770.00
00082508 CASPER CONTRACTORS SUP - Purch	\$205.96
00081879 FACEBK CS2TAJWJH2 - Purchase	\$0.50
00081991 CPS DISTRIBUTORS INC C - Purch	\$5.73
Subtotal for Cost Center Sewer:	\$1,562.94
00082354 AMERICAN TRAFFIC SAFET - Purch	\$580.50
00082380 TAPCO - Purchase	\$140.00
00082453 TAPCO - Purchase	\$20.24
00082475 VZWRLSS IVR VB - Purchase	\$40.01
00082568 LYLE SIGNS - Purchase	\$299.25
00082004 ADVANCED TRAFFIC PRODU - Purch	\$1,072.00
00082018 ANIXTER INC - UPS - Purchase	\$178.21
00082040 SONNYS RV SALES - Purchase	\$33.81
00082106 WAGNER'S OUTDOOR OUTFI - Purch	\$154.92
00082179 CRESCENT ELECTRIC 103 - Purcha	\$82.86
00082183 TOP OFFICE PRODUCTS IN - Purch	\$47.21
00082190 THE HOME DEPOT 6001 - Purchase	\$81.03
Subtotal for Cost Center Streets:	\$2,730.04
00082237 BAILEYS ACE HDWE - Purchase	\$27.95
00082266 BLOEDORN LUMBER CASPER - Purch	\$8.62

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

00082302 PURVIS INDUSTRIES 67 - Purchas	\$402.44
00082359 NORCO INC - Purchase	\$5.00
00082284 TOWNSQ MEDIA CASPER - Purchase	\$165.00
00082286 CASPER STAR TRIBUNE - Purchase	\$47.81
00082083 SHEET METAL SPECIALTIE - Purch	\$1,351.06
00082095 PP WYOMINGWATE - Purchase	\$330.00
00082107 GRAINGER - Purchase	\$11.10
00082108 SAMSCLUB #6425 - Credit	-\$5.83
00082131 CRUM ELECTRIC SUPPLY C - Purch	\$303.84
00082137 CASPER WINNELSON CO - Purchase	\$2.38
00082157 NORTHROP BOILER WORKS - Purcha	\$205.40
00082185 CRUM ELECTRIC SUPPLY C - Purch	\$412.00
00082536 HACH COMPANY - Purchase	\$370.10
00082553 STOTZ EQUIP CASPER 010 - Purch	\$19.50
00082556 AMBIENTE H2O INC - Purchase	\$2,739.88
00082570 WEAR PARTS INC - Purchase	\$20.82
00082580 CASPER WINNELSON CO - Purchase	\$155.20
00082601 HOSE & RUBBER SUPPLY C - Purch	\$10.21
00082621 LATECH EQUIPMENT INC - Purchas	\$4,193.65
00082205 MICRO MOTION INC - Purchase	\$257.25
00082410 MICRO MOTION INC - Credit	-\$12.25
00082415 GRAINGER - Purchase	\$239.67
00082420 BAILEYS ACE HDWE - Purchase	\$33.54
00082455 RMI WYOMING INC - Purchase	\$53.16
00082469 RMI WYOMING INC - Purchase	\$60.00
00082505 ALBERTSONS #0062 - Purchase	\$24.05
00081620 SAMS CLUB #6425 - Purchase	\$138.45
Subtotal for Cost Center Waste Water:	\$11,570.00
00081952 ENERGY LABORATORIES, I - Purch	\$88.00
00081963 ENERGY LABORATORIES, I - Purch	\$22.00
00081983 SUTHERLANDS 2219 - Purchase	\$28.47
00081995 ATLAS OFFICE PRODUCTS - Purcha	\$27.38
00082005 TOP OFFICE PRODUCTS IN - Purch	\$128.56
00082201 NACE INTERNATIONAL - Purchase	\$145.00
00082204 ATLAS OFFICE PRODUCTS - Purcha	\$3.46
00082241 ATLAS OFFICE PRODUCTS - Purcha	\$6.39
00082342 EUROFINS EATON ANALYTI - Purch	\$800.00
00082368 71 SOIL AND STONE - Purchase	\$2,969.10
00082032 UNITED STATES WELDING - Purcha	\$17.40
00082139 USPS PO 5715580945 - Purchase	\$38.64
00082140 THE HOME DEPOT #6001 - Purchas	\$28.98
00082142 ENERGY LABORATORIES, I - Purch	\$44.00
00082174 ENERGY LABORATORIES, I - Purch	\$374.00

Bills & Claims

12/19/2018 to 01/08/2019

00082182 ATLAS OFFICE PRODUCTS - Purcha	\$40.20
00082200 ENERGY LABORATORIES, I - Purch	\$81.00
00082575 SIX ROBBLEES NO 19 - Purchase	\$9.42
00082582 ENERGY LABORATORIES, I - Purch	\$374.00
00082600 PACIFIC HIDE AND FUR # - Purch	\$86.09
00082649 FERGUSON ENT #3069 - Purchase	\$16.84
00082655 CPS DISTRIBUTORS INC C - Purch	\$43.60
00082658 SUTHERLANDS 2219 - Purchase	\$18.75
00082676 USPS PO 5715587501 - Purchase	\$50.00
00082686 UNION WIRELESS - Purchase	\$129.03
00082030 MPI WAREHOUSE CO INC - Purchas	\$33.35
00082437 MENARDS CASPER WY - Purchase	\$167.44
00082443 YOURMEMBER-CAREERS - Purchase	\$249.00
00082445 CRUM ELECTRIC SUPPLY C - Purch	\$251.16
00082456 WATERWORKS IND 2697 - Purchase	\$283.62
00082458 ENERGY LABORATORIES, I - Purch	\$374.00
00082496 ATLAS OFFICE PRODUCTS - Purcha	\$20.10
00082503 71 SOIL AND STONE - Purchase	\$4,465.00
00082515 GRAINGER - GARAGE LIGHTS	\$19.66
00082515 GRAINGER - SUN II N TANK LIGHT	\$47.05
Subtotal for Cost Center Water:	\$11,480.69
00082223 CASPER FORD LINCOLN - Purchase	\$191.67
00082226 EMAINT - Purchase	\$3,300.00
00082242 THE HOME DEPOT #6001 - Credit	-\$6.57
00082253 UNITED STATES WELDING - Purcha	\$3,687.60
00082274 XEROX CORPORATION/RBO - Purcha	\$211.59
00082281 WWW.NORTHERNSAFETY.COM - Purch	\$208.14
00082294 ENERGY LABORATORIES - Purchase	\$22.00
00082319 COASTAL CHEMICAL CO LL - Purch	\$109.57
00082325 UPS 0000008F045W498 - Purchase	\$130.63
00082333 WM SUPERCENTER #3778 - Purchas	\$29.94
00082347 ENERGY LABORATORIES - Purchase	\$231.00
00082376 URGENT CARE OF CASPER - Purcha	\$80.00
00082379 CASPER CONTRACTORS SUP - Purch	\$32.28
00082416 CASPER CONTRACTORS SUP - Purch	\$269.64
00082419 CRUM ELECTRIC SUPPLY C - Purch	\$200.83
00082434 MOUNTAIN SPORTS - Purchase	\$159.95
00082009 ELECTRIC SERVICE CO - Purchase	\$672.60
00082544 NORCO INC - Purchase	\$25.00
00082607 EUROFINS EATON ANALYTI - Purch	\$100.00
00082608 ENERGY LABORATORIES - Purchase	\$231.00
00082625 CASPER STAR TRIBUNE - Purchase	\$43.54
00082644 HOSE & RUBBER SUPPLY C - Purch	\$268.83

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

00082662 USPS PO 5715580945 - Purchase	\$5.66
00082667 TACO BELL #23072 - Purchase	\$88.78
00082677 ROCKY MOUNTAIN AIR SOL - Purch	\$3,970.16
00082446 SMITHS FOOD #4185 - Purchase	\$20.06
00082483 WEAR PARTS INC - Purchase	\$38.08
Subtotal for Cost Center Water Treatment Plant:	\$14,321.98

00082246 THE HOME DEPOT #6001 - Purchas	\$13.91
00082176 INT IN ROTARY CLUB OF - Purch	\$292.00
00081022 SQ SQ ABLE EQUIPMENT - Purch	\$87.00
Subtotal for Cost Center Weed And Pest:	\$392.91

Vendor Subtotal:	\$193,655.98
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PEPSI COLA OF CASPER

2199055412 PRODUCT	\$294.00
2199056249 CUPS	\$52.00
2199056716 PRODUCT	\$109.50
Subtotal for Cost Center Ice Arena:	\$455.50

Vendor Subtotal:	\$455.50
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PEX FITNESS LLC

OCT518 FITNESS EQUIPMENT	\$9,895.00
Subtotal for Cost Center Perpetual Care - Fire:	\$9,895.00

Vendor Subtotal:	\$9,895.00
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PIOTTER, KAREN

0032229647 UTILITY REFUND	\$45.62
Subtotal for Cost Center Water:	\$45.62

Vendor Subtotal:	\$45.62
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POSTAL PROS SOUTHWEST INC

5625 UTILITY BILLING FEES	\$2,851.18
5637 UTILITY BILLING FEES	\$5,235.44
5699 UTILITY BILLING FEES	\$2,587.84
50278 WEB POSTING	\$2,332.34
Subtotal for Cost Center Finance:	\$13,006.80

50278 WEB POSTING	\$841.50
Subtotal for Cost Center Water:	\$841.50

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Vendor Subtotal: **\$13,848.30**

PRINTWORKS

11710 ELECTRICAL PERMIT APPLICATIONS \$101.83

11709 PRINTING OF ENVELOPES \$189.07

Subtotal for Cost Center Code Enforcement: **\$290.90**

Vendor Subtotal: **\$290.90**

PROFORCE LAW ENFORCEMENT

363085 TASER HOLSTERS \$305.00

Subtotal for Cost Center Police: **\$305.00**

Vendor Subtotal: **\$305.00**

PUBLIC SAFETY COMMUNICATIONS CENTER

734/170519 MONTHLY PSCC USER FEES \$5,090.90

Subtotal for Cost Center Metro Animal: **\$5,090.90**

1276/170520 MONTHLY PSCC USER FEES \$533.60

Subtotal for Cost Center Water: **\$533.60**

Vendor Subtotal: **\$5,624.50**

ROCKY MOUNTAIN POWER

RIN0029146 LANDFILL REMED PROG \$559.91

AP000167121018 ELECTRICITY \$13,497.19

Subtotal for Cost Center Balefill: **\$14,057.10**

AP000168121218 ELECTRICITY \$160.81

Subtotal for Cost Center Buildings & Structures: **\$160.81**

AP000151113018 ELECTRICITY \$3,156.55

AP000151113018 ELECTRICITY \$862.49

AP000151113018 ELECTRICITY \$63.22

AP000151113018 ELECTRICITY \$903.48

Subtotal for Cost Center City Hall: **\$4,985.74**

AP000245120618 ELECTRICITY \$317.73

Subtotal for Cost Center Communications Center: **\$317.73**

AP000157120718 ELECTRICITY \$3,165.88

Subtotal for Cost Center Golf Course: **\$3,165.88**

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

AP000158120618 ELECTRICITY	\$9,078.46
Subtotal for Cost Center Hogadon:	\$9,078.46
AP000180120318 ELECTRICITY	\$3,416.72
AP000181121018 ELECTRICITY	\$2,685.86
AP000161121018 ELECTRICITY	\$2,311.24
AP000236121118 ELECTRICITY	\$58.83
Subtotal for Cost Center Parks:	\$8,472.65
54730761-003 0 ELECTRICITY	\$31.08
AP000170120618 ELECTRICITY	\$84.39
AP000164120318 ELECTRICITY	\$46,877.78
Subtotal for Cost Center Streets:	\$46,993.25
AP000242122018 ELECTRICITY	\$198.91
Subtotal for Cost Center Waste Water:	\$198.91
AP000165121018 ELECTRICITY	\$18,499.43
Subtotal for Cost Center Water:	\$18,499.43
RIN0029153 ENERGY - ELECTRICITY	\$54,328.54
RIN0029153 ENERGY - ELECTRICITY	\$9,070.00
Subtotal for Cost Center Water Treatment Plant:	\$63,398.54
Vendor Subtotal:	\$169,328.50
<hr/>	
SAM PARSON'S UPHOLSTERY	67603 230077 REPAIR SEAT CUSHION \$175.00
	67606 230079 REUPHOLSTER DR SEAT \$355.00
	Subtotal for Cost Center Fleet Maintenance: \$530.00
	<hr/>
	Vendor Subtotal: \$530.00
<hr/>	
SCHRECKENGOST, FRANK	0032135697 UTILITY REFUND \$45.17
	Subtotal for Cost Center Water: \$45.17
	<hr/>
	Vendor Subtotal: \$45.17
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SMARSH, INC	AP000177113018 INV00436051 ARCHIVING SERVICES \$1,719.50
	Subtotal for Cost Center Finance: \$1,719.50
	<hr/>
	Vendor Subtotal: \$1,719.50

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

SPILLMAN TECHNOLOGIES, INC.	39413 WY ERS FIRE & EMS INTERFACE Subtotal for Cost Center Fire:	\$10,417.00 \$10,417.00
	Vendor Subtotal:	\$10,417.00
STACE RYDEN	772311 TRAINING Subtotal for Cost Center Water Treatment Plant:	\$258.00 \$258.00
	Vendor Subtotal:	\$258.00
STATE OF WY - DCI	RIN0029144 Background Check New Hires Subtotal for Cost Center Fire:	\$15.00 \$15.00
	Vendor Subtotal:	\$15.00
STATE OF WY - DEPARTMENT OF WORKFORCE SVCS	RIN0029161 WORKERS COMP ADJUSTMENT Subtotal for Cost Center Property & Liability Insurance:	\$6,987.03 \$6,987.03
	Vendor Subtotal:	\$6,987.03
STATE OF WY. - DEPT. OF ENVIRONMENTAL QUALITY	391-2019 STORAGE TANK YEARLY FEES Subtotal for Cost Center Fleet Maintenance:	\$1,400.00 \$1,400.00
	Vendor Subtotal:	\$1,400.00
STATELINE NO 7 ARCHITECTS	1771 CITY HALL LOBBY FLOORING Subtotal for Cost Center Perpetual Care - City Manager:	\$275.00 \$275.00
	Vendor Subtotal:	\$275.00
STEIN ENGEN	RIN0029162 REIMBURSEMENT FOR WATER LEAK Subtotal for Cost Center Water:	\$385.00 \$385.00
	Vendor Subtotal:	\$385.00

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

STEWART & STEVENSON	WO 04071786 111157 REPAIRED AT S & S	\$3,682.74
	WO 04083066 111157 REPLACE FOAM SYSTEM	\$4,899.37
	Subtotal for Cost Center Fleet Maintenance:	\$8,582.11
	Vendor Subtotal:	\$8,582.11
<hr/>		
TAYLOR, BARRY	0032271098 UTILITY REFUND	\$28.07
	Subtotal for Cost Center Water:	\$28.07
	Vendor Subtotal:	\$28.07
<hr/>		
THORNTON, TREVOR	0032135693 UTILITY REFUND	\$43.22
	Subtotal for Cost Center Water:	\$43.22
	Vendor Subtotal:	\$43.22
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TOFT, CAROL/PAT M.	0032135703 UTILITY REFUND	\$67.03
	Subtotal for Cost Center Water:	\$67.03
	Vendor Subtotal:	\$67.03
<hr/>		
TOP OFFICE PRODUCTS	171120 COPY CHARGE MX-305V NOV2018	\$126.52
	Subtotal for Cost Center Waste Water:	\$126.52
	Vendor Subtotal:	\$126.52
<hr/>		
TRETO CONST.	RUN0029145 RETAINAGE RELEASE 15-44	\$14,257.99
	Subtotal for Cost Center Refuse Collection:	\$14,257.99
	FM11-003 15TH & MCKINLEY INTERSECTION	\$17,761.03
	Subtotal for Cost Center Sewer:	\$17,761.03
	FM11-003 15TH & MCKINLEY INTERSECTION	\$57,575.97
	Subtotal for Cost Center Streets:	\$57,575.97
Vendor Subtotal:	\$89,594.99	
<hr/>		
TRIHYRO CORP.	0136469 EPA BROWNFIELDS HAZARDOUS	\$1,000.00

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

0136468 EPA BROWNFIELDS HAZARDOUS	\$341.50
Subtotal for Cost Center Planning:	\$1,341.50

Vendor Subtotal:	\$1,341.50
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TRIPLETT, WILLIAM

0032135694 UTILITY REFUND	\$10.40
Subtotal for Cost Center Water:	\$10.40

Vendor Subtotal:	\$10.40
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VIEWPOINT GOVERNMENT SOLUTIONS, INC.

2983 7 LICENSES-BLDG DEPT JAN-APR19	\$1,785.00
Subtotal for Cost Center Code Enforcement:	\$1,785.00

2983 2 LICENSES-ENGINEERING JAN-APR	\$510.00
Subtotal for Cost Center Engineering:	\$510.00

Vendor Subtotal:	\$2,295.00
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VISION SVC. PLAN

806053846 BENEFITS PAYABLE	\$1,579.82
806053848 COBRA CONTRIBUTIONS	\$85.22
Subtotal for Cost Center Health Insurance:	\$1,665.04

Vendor Subtotal:	\$1,665.04
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WASTE WATER TREATMENT

1276/170693 201 SEWER	\$358,698.89
Subtotal for Cost Center Sewer:	\$358,698.89

Vendor Subtotal:	\$358,698.89
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WAYNE COLEMAN CONSTRUCTION, INC.

180035 RETAINAGE RELEASE 18-032	\$11,774.15
Subtotal for Cost Center Capital Projects - Engineering:	\$11,774.15

Vendor Subtotal:	\$11,774.15
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WELLBORN SULLIVAN MECK & TOOLEY PC

RIN0029159 LEGAL	\$4,440.00
Subtotal for Cost Center Property & Liability Insurance:	\$4,440.00

Vendor Subtotal:	\$4,440.00
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Bills & Claims

12/19/2018 to 01/08/2019

WESTERN STATES FIRE PROTECTION	780487 LSC FIRE SUPP/ALRM REPLACEMNT	\$32,682.10
	780487 LSC FIRE SUPP/ALRM REPLACEMNT	\$21,947.90
	Subtotal for Cost Center CDBG:	\$54,630.00
	Vendor Subtotal:	\$54,630.00
WESTERN WATER CONSULTANTS, INC.	160580030 K STREET IMPROVEMENTS - PHASE	\$481.39
	Subtotal for Cost Center Sewer:	\$481.39
	160580030 K STREET IMPROVEMENTS - PHASE	\$4,492.98
	160580030 K STREET IMPROVEMENTS - PHASE	\$5,348.78
	182200002 #18-068 GEORGE TANI PARKING	\$2,802.50
	Subtotal for Cost Center Streets:	\$12,644.26
	160580030 K STREET IMPROVEMENTS - PHASE	\$374.41
	Subtotal for Cost Center Water:	\$374.41
	Vendor Subtotal:	\$13,500.06
WH LLC	5186 #18-011 CONSULTING/ENG CRL	\$5,193.75
	Subtotal for Cost Center Balefill:	\$5,193.75
	Vendor Subtotal:	\$5,193.75
WILLIAMS, PORTER, DAY & NEVILLE, P.C.	91522 COPY CHARGES FOR EVAL.	\$1.50
	Subtotal for Cost Center Council:	\$1.50
	Vendor Subtotal:	\$1.50
WIRTALA, GEORGIA	0032229652 UTILITY REFUND	\$56.79
	Subtotal for Cost Center Water:	\$56.79
	Vendor Subtotal:	\$56.79
WLC ENGINEERING - SURVEYING - PLANNING	2018-11180 DESIGN & CA FOR HIGHLAND PARK/	\$2,824.17
	Subtotal for Cost Center Streets:	\$2,824.17

Bills & Claims

City of Casper

12/19/2018 to 01/08/2019

Vendor Subtotal:	\$2,824.17
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WY. DEPT. OF TRANSPORTATION

0000105389 #18-044 I-25 & CASPER MARGINAL	\$382.28
0000105399 #17-085 POPLAR ST BRIDGE/BNSF	\$3,551.10
Subtotal for Cost Center Parks:	\$3,933.38

Vendor Subtotal:	\$3,933.38
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WYOMING DOOR

8609 NE DOOR REPAIR	\$1,020.22
Subtotal for Cost Center Balefill:	\$1,020.22

Vendor Subtotal:	\$1,020.22
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Grand Total	\$1,904,733.32
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Approved By

On

CITY of CASPER, WYOMING
 BILLS and CLAIMS ADDENDUM
 Council Meeting
 01/08/19

Payroll Disbursements

12/18/18	FIRE PAYROLL	\$ 159,801.31
12/18/18	BENEFITS & DEDUCTIONS	\$ 28,034.96
12/27/18	CITY PAYROLL	\$ 1,033,622.46
12/27/18	BENEFITS & DEDUCTIONS	\$ 194,049.82
12/31/18	FIRE PAYROLL	\$ 180,796.67
12/31/18	BENEFITS & DEDUCTIONS	\$ 30,464.20

Total Payroll \$ 1,626,769.42

Additional Fees


Total Fees \$ -


Additional Accounts Payable

12/12/18	Global Spectrum	\$ 25,744.55
12/13/18	Prewrits - utility refunds/Sales Tax/Petty Cash	
	Angelica Arriaga	\$ 42.12
	Frank/Judy Centanino	\$ 203.69
	FIB - Petty Cash	\$ 65.31
	FIB - Petty Cash	\$ 116.92
	Victor Flores	\$ 56.26
	Cassandra Harden	\$ 17.50
	Teresa Highley	\$ 35.74
	Rena Nelson	\$ 52.80
	State of Wy - Dept of Revenue	\$ 594.45
	David Swanson	\$ 50.13
01/08/19	Tyler Technologies	\$ 125,862.92

Total Additional AP \$ 152,842.39

December 26, 2018

MEMO TO: J. Carter Napier, City Manager 

FROM: Liz Becher, Community Development Director 

SUBJECT: Public Hearing for Consideration of an Ordinance approving a replat creating the Elkhorn Village Addition, Approving a Subdivision Agreement, and establishing the Zoning of said Addition as R-2 (One Unit Residential).

Meeting Type & Date:

Regular Council Meeting, January 8, 2019.

Action Type:

Public Hearing and first reading on an Ordinance.

Recommendation:

The Planning and Zoning Commission recommendation is that Council, by Ordinance, approve a vacation and replat creating the Elkhorn Village Addition, approve the Elkhorn Village Addition Subdivision Agreement, and establish the zoning of said Addition as R2 (One Unit Residential), with the following recommended conditions:

1. Vehicular access shall be prohibited on all double-frontage lots along Newport Drive, East 12th Street and Elkhorn Valley Drive/Gladstone. All vehicular access, curb cuts, driveways and garages shall access internal streets only.
2. The plat shall be amended to dedicate the southern portion of Lot 53, in direct alignment with a planned future extension of East 12th Street, as public right-of-way.
3. Prior to the recording of the plat, the applicant shall obtain approval of all street names within the subdivision from the City of Casper Emergency Services departments.
4. Prior to City Council review, the applicant shall obtain approval of a drainage study and traffic study by the Engineering Department.

Summary:

Blackmore Homes, Inc. is the applicant for the requested replat and zone change for the proposed Elkhorn Village Addition. The property encompasses 21-acres, more or less, and is located directly north of the intersection of East 12th Street and Elkhorn Valley Drive. The subject property currently consists of multiple parcels, with multiple zoning classifications. A zone change to R-2 (One Unit Residential), as requested, is proposed to consolidate the zoning of the new subdivision.

The Planning and Zoning Commission has included several recommended conditions of approval, in conjunction with the replat. As has been the case with other subdivisions that have proposed double-frontage lots (streets on front and rear), it is necessary to restrict vehicular access to only one of the streets. All vehicular access, curb cuts, driveways and garages, should be accessed via internal, local streets only, and no access will be permitted off of the higher-volume collectors, Newport Drive, East 12th Street, and Elkhorn Valley Drive/Gladstone.

In order to accommodate future growth to the east, the Planning and Zoning Commission has requested that the southern portion of Lot 53, which aligns with East 12th Street, be dedicated as right-of-way. This request is supported by the Major Streets Plan (Page 4-12) in the Generation Casper Comprehensive Plan, which illustrates that East 12th Street will be extended as a minor arterial street, east, from its current terminus, at some point in the future.

Neither a traffic study nor a drainage study were complete at the time that the Planning and Zoning Commission reviewed this proposal. Both of those studies have now been approved by the City Engineer, which addresses the Planning and Zoning Commission's fourth recommended condition of approval, listed above.

Section 17.12.170 of the Casper Municipal Code requires that staff review all zoning requests in context with the approved Comprehensive Land Use Plan, and staff is required to provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported. As was the case with the 2000 Comprehensive Land Use Plan, the Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The property in question is in an area designated by the FLU as "Neighborhood 2."

The Plan indicates that development areas designated as "Neighborhood 2" are characterized as "built on a traditional development pattern, served by a highly connected street pattern, and interspersed with schools, public facilities, walkable neighborhood amenities, parks and trails." This designation is prevalent throughout much of the City, and the primary types of land uses associated with the Neighborhood 2 designation are conventional, detached, single-family units, twin homes, and multi-family up to 10 dwelling units per acre.

The proposed R-2 (One Unit Residential) zoning district allows, as permitted uses, by right, any and all of the following:

- A. Conventional site-built single-family dwellings and manufactured homes with siding material consisting of wood or wood products, stucco, brick, rock, or horizontal lap wood, steel or vinyl siding;
- B. Day-care, adult;
- C. Family child care home;

- D. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities used during daylight hours;
- E. Schools, public, parochial, and private elementary, junior and senior high;
- F. Neighborhood assembly uses;
- G. Neighborhood grocery;
- H. Group home;
- I. Church.

The Planning and Zoning Commission voted to unanimously support the vacation/replat and zone change after a public hearing on September 20, 2018. Two (2) letters were received with concerns about fencing and utility connections, and one (1) person spoke at the public hearing, inquiring about the type of fencing that would be installed with the subdivision. A notice of public hearing was published in the Casper Star-Tribune advertising the City Council public hearing. All public hearings are also advertised on the City's website (casperwy.gov), and notices are mailed to all property owners within three hundred (300) feet.

Financial Considerations:

Not applicable.

Oversight/Project Responsibility:

Craig Collins, AICP, City Planner, is tasked with processing development proposals.

Attachments:

Location Map

Zoning Map

Ordinance

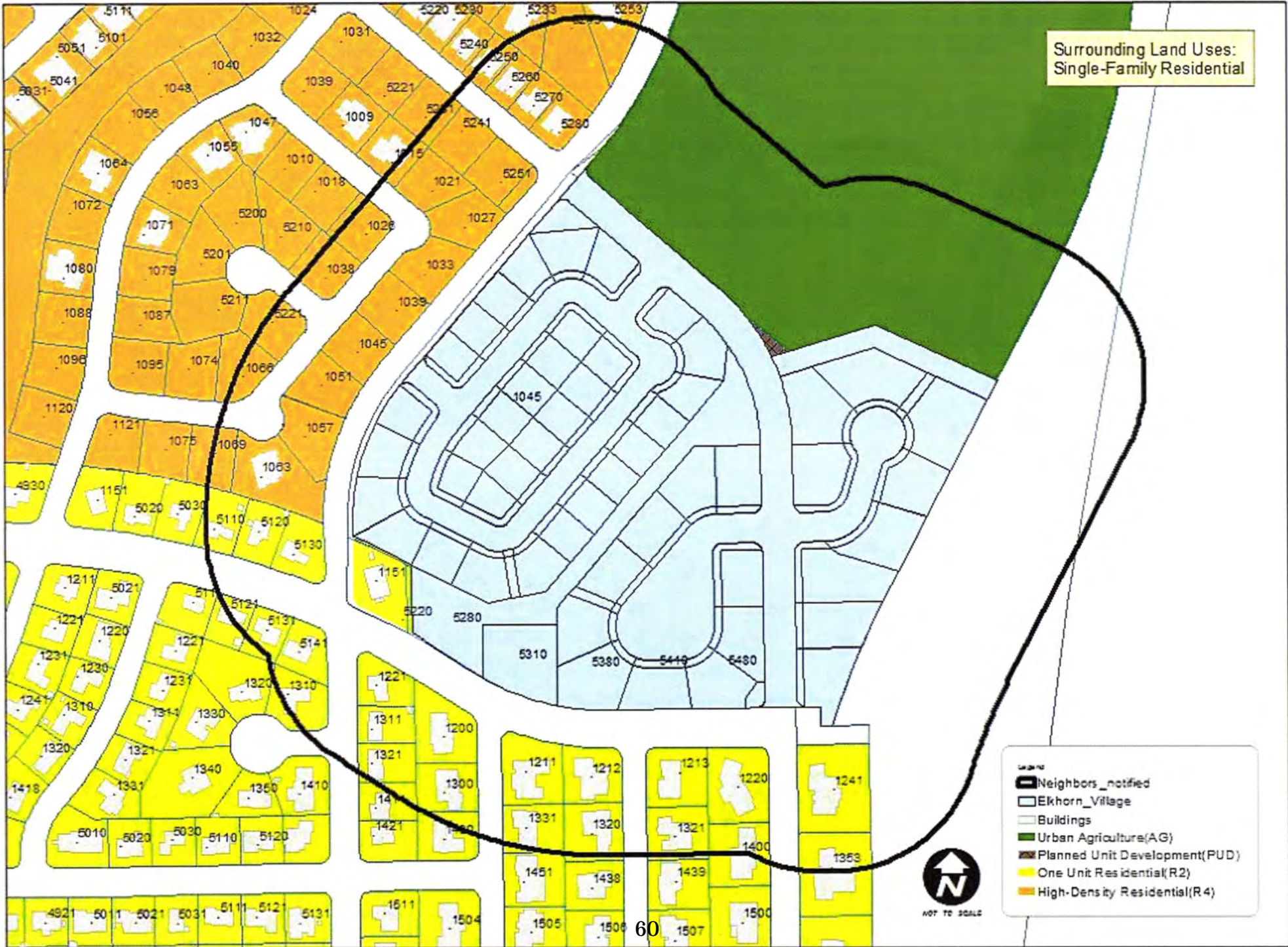
Plat

Subdivision Agreement

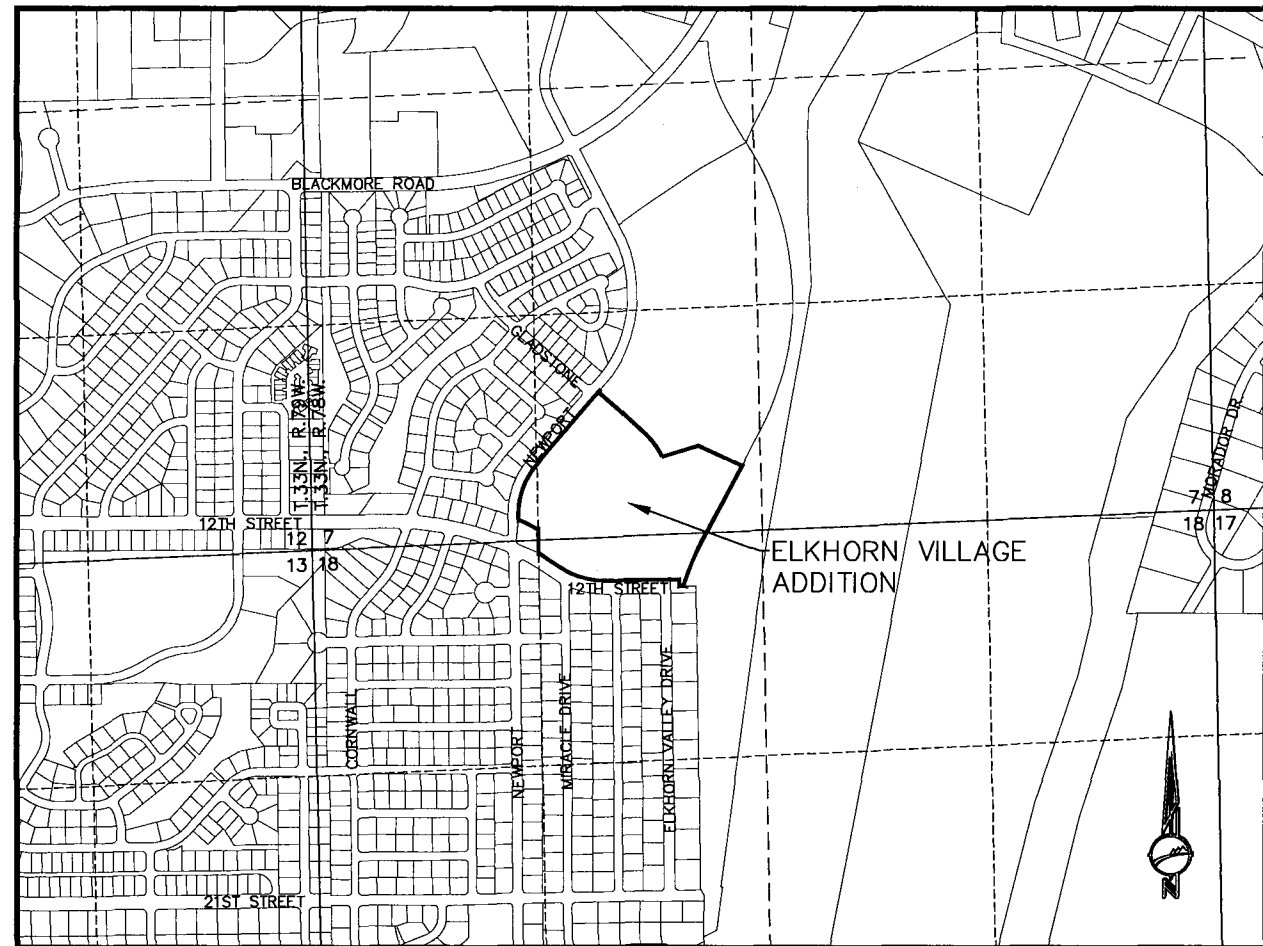
Elkhorn Village Subdivision



Elkhorn Village Subdivision



PLAT OF
"ELKHORN VILLAGE ADDITION"
 AN ADDITION TO THE CITY OF CASPER, WYOMING
 A VACATION AND REPLAT OF ALL OF BETTY LUKER
 PARKWAY CAMPUS NO. 2 AND A PORTION
 OF LOT 1, ELKHORN VALLEY ADDITION NO. 5
 ADDITIONS TO THE CITY OF CASPER, WYOMING
 A SUBDIVISION OF PORTIONS OF THE
 SW1/4SW1/4 & SE1/4SW1/4, SECTION 7 AND
 NE1/4NW1/4, SECTION 18
 TOWNSHIP 33 NORTH, RANGE 78 WEST
 SIXTH PRINCIPAL MERIDIAN
 NATRONA COUNTY, WYOMING
 SHEET 1 OF 2



VICINITY MAP
 SCALE: 1"=500'

CERTIFICATE OF DEDICATION

Blackmore Homes LLC, hereby certify that they are the owners and proprietors of the foregoing vacation and replat of all of Betty Luker Parkway Campus No. 2 and a portion of Lot 1, Elkhorn Valley Addition No. 5, Additions to the City of Casper, Wyoming, and being a subdivision of portions of the SW1/4SW1/4 and SE1/4SW1/4, Section 7 and NE1/4NW1/4, Section 18, Township 33 North, Range 78 West of the Sixth Principal Meridian, Natrona County, Wyoming and being more particularly described by metes and bounds as follows:

Beginning at the southeasterly corner of the SW1/4SW1/4, Section 7 and W1/16 corner common to said Sections 7 and 18 and also a point in the easterly line of Lot 1, Block 3, Eastgate III, an Addition to the City of Casper, Wyoming and the westerly line of the Parcel being described; thence from said Point of Beginning and along the westerly line of said Parcel and the easterly line of said Lot 1, Block 3, Eastgate III and SW1/4SW1/4, Section 7, N.116°19'W., 63.61 feet to a point and northeasterly corner of said Lot 1, Block 3, Eastgate III; thence along the southerly line of said Parcel and the northerly line of said Lot 1, Block 3, Eastgate III and into said SW1/4SW1/4, Section 7 and along the arc of a true curve to the left, having a radius of 1747.50 feet and through a central angle of 4°19'14", northwesterly 131.77 feet and the chord of which bears N.63°18'11"W., 131.74 feet to the northwesterly corner of said Lot 1, Block 3, Eastgate III and a point in and intersection with the easterly line of Newport Drive; thence along the westerly line of said Parcel and the easterly line of said Newport Drive, N.0°47'54"W., 26.34 feet to the beginning of a curve; thence along the arc of a true curve to the right, having a radius of 437.67 feet and through a central angle of 41°35'05", northeasterly 317.66 feet and the chord of which bears, N.19°46'52"E., 310.73 feet to the end of said curve; thence along the northwesterly line of said Parcel and the southeasterly line of said Newport Drive and into said SE1/4SW1/4, Section 7, N.40°35'51"E., 590.24 feet to the northwesterly corner of said Parcel; thence along the northeasterly line of said Parcel and into said Lot 1, Elkhorn Valley Addition No. 5 and along the arc of a true curve to the left, having a radius of 25.00 feet and through a central angle of 89°57'29", southeasterly, 39.25 feet and the chord of which bears S.4°22'54"E., 35.34 feet to a point of tangency; thence continuing along the northerly line of said Parcel and across said Lot 1, Elkhorn Valley Addition No. 5, S.49°21'38"E., 340.92 feet to a point of curve; thence continuing along the northerly line of said Parcel and across said Lot 1, Elkhorn Valley Addition No. 5 and along the arc of a true curve to the right, having a radius of 432.50 feet and through a central angle of 23°47'47", Southeasterly, 179.63 feet and the chord of which bears S.37°27'45"E., 178.34 feet to a point and end of said curve; thence continuing along the northerly line of said Parcel and across said Lot 1, Elkhorn Valley Addition No. 5, N.73°07'13"E., 222.55 feet to a point; thence continuing along the northerly line of said Parcel and across said Lot 1, Elkhorn Valley Addition No. 5, S.65°21'19"E., 275.49 feet to the northeasterly corner of said Parcel and a point in and intersection with the easterly line of said Lot 1, Elkhorn Valley Addition No. 5; thence along the easterly line of said Parcel and across said SE1/4SW1/4, Section 7 and into said NE1/4NW1/4, Section 18, S.27°33'24"W., 473.97 feet to the beginning of a curve; thence continuing along the easterly line of said Parcel and along the arc of a true curve to the left, having a radius of 1893.05 feet and through a central angle of 9°29'27", southwesterly 313.57 feet and the chord of which bears S.22°48'52"W., 313.22 feet to the southeasterly corner of said Parcel and a point in and intersection with the northerly line of Tract A, Lots 1-7, Block B, Elkhorn Valley Addition No. 3; thence along the southerly line of said Parcel and the northerly line of said Tract A, Lots 1-7, Block B, Elkhorn Valley Addition No. 3, S.89°45'43"W., 24.30 feet to a point; thence along the westerly line of said Parcel and the easterly line of said Tract A, Lots 1-7, Block B, Elkhorn Valley Addition No. 3, N.0°39'28"W., 39.91 feet to a point; thence along the southerly line of said Parcel and the northerly line of said Tract A, Lots 1-7, Block B, Elkhorn Valley Addition No. 3 and the northerly line of East 12th Street, S.89°10'59"W., 439.39 feet to the beginning of a curve; thence continuing along the southerly line of said Parcel and the northerly line of said East 12th Street and along the arc of a true curve to the right, having a radius of 485.00 feet and through a central angle of 33°32'59", northwesterly, 283.99 feet and the chord of which bears N.73°58'53"W., 279.95 feet to the end of said curve; thence along the southwesterly line of said Parcel and the northeasterly line of said East 12th Street, N.57°13'00"W., 99.93 feet to the beginning of a curve; thence continuing along the southwesterly line of said Parcel and the northeasterly line of said East 12th Street and along the arc of a true curve to the left, having a radius of 1629.63 feet and through a central angle of 1°50'13", northwesterly, 52.25 feet and the chord of which bears N.58°05'42"W., 52.24 feet to a point and southeasterly corner of said Lot 1, Block 3, Eastgate III; thence along the westerly line of said Parcel and the easterly line of said Lot 1, Block 3, Eastgate III, N.0°33'20"W., 75.8 feet to the Point of Beginning and containing 21.06 acres, more or less.

The subdivision of the foregoing described lands is with the free consent and in accordance with the desires of the above named owners and proprietors. The name of said subdivision shall be known as "ELKHORN VILLAGE ADDITION" to the City of Casper, Wyoming. All streets as shown hereon are hereby or have been previously dedicated to the use of the public and easements as shown hereon are hereby dedicated to the use of public and private utility companies for the purposes of construction, operation and maintenance of utility lines, conduits, ditches, drainage and access. Tract A is to be reserved for drainage and public pedestrian access. Tract B is to be reserved for drainage, public pedestrian access and sanitary sewer. Lots with double frontage shall not be accessed along Newport Drive, Elkhorn Valley Drive or East 12th Street.

Blackmore Homes, LLC
 441 Landmark, Ste. 100
 Casper, Wyoming 82809

CARY E. BRUS, SECRETARY/TREASURER
 BLACKMORE HOMES, LLC

ACKNOWLEDGMENT

State of Wyoming }
 County of Natrona } ss

The foregoing instrument was acknowledged before me by Cary E. Brus, Secretary/Treasurer of Blackmore Homes, LLC this _____ day of _____, 2018.

Witness my hand and official seal.

My Commission Expires: _____

Notary Public

APPROVALS

APPROVED: City of Casper Planning and Zoning Commission this _____ day of _____, 2018 and forwarded to the City Council of Casper, Wyoming with recommendation that said plat be approved.

Secretary _____

Commission Chairman _____

APPROVED: City Council of the City of Casper, Wyoming by Ordinance No. _____ duly passed, adopted and approved on the _____ day of _____, 2018.

Attest:
 City Clerk _____

Mayor _____

INSPECTED AND APPROVED on the _____ day of _____, 2018.

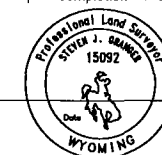
City Engineer _____

INSPECTED AND APPROVED on the _____ day of _____, 2018.

City Surveyor _____

CERTIFICATE OF SURVEYOR

I, Steven J. Granger, a registered professional land surveyor, License No. 15092, do hereby certify that this plat was made from notes taken during an actual survey made by me or others under my direct supervision during the months of June through September, 2018 and that this plat, to the best of my knowledge and belief, correctly and accurately represents said survey. The perimeter boundary is monumented by brass caps as of the date of this survey and all lot corners shall be monumented with 5/8" rebar with aluminum caps upon completion of construction.



State of Wyoming }
 County of Natrona } ss

The foregoing instrument was acknowledged before me by Steven J. Granger this _____ day of _____, 2018.

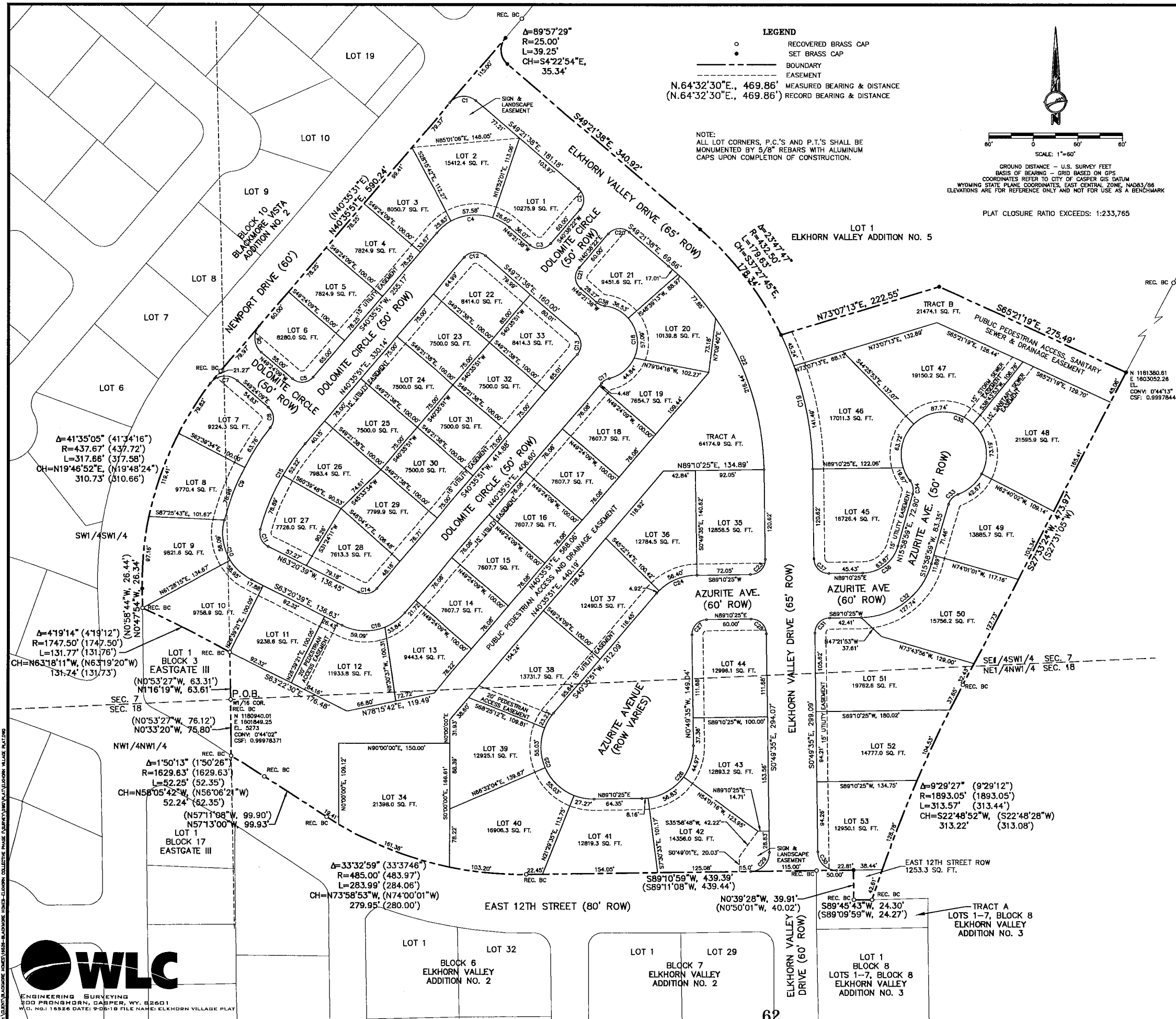
Witness my hand and official seal.

My Commission Expires: _____

Notary Public



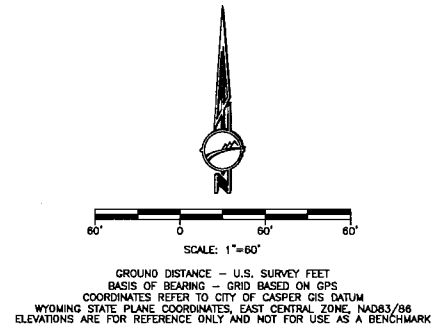
ENGINEERING SURVEYING
 200 PRONGHORN, CASPER, WY. 82601
 W.D. NO. 16526 DATE: 9-06-18 FILE NAME: ELKHORN VILLAGE PLAT.DWG



LEGEND

- RECOVERED BRASS CAP
- SET BRASS CAP
- BOUNDARY
- - - EASEMENT
- MEASURED BEARING & DISTANCE
- RECORD BEARING & DISTANCE

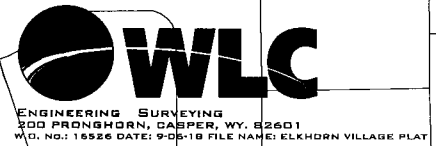
NOTE:
ALL LOT CORNERS, P.C.'S AND P.T.'S SHALL BE MONUMENTED BY 5/8" REBAR'S WITH ALUMINUM CAPS UPON COMPLETION OF CONSTRUCTION.



PLAT CLOSURE RATIO EXCEEDS: 1:233,765

Curve #	Delta	Radius	Length	Chord
C1	90°02'31"	25.00'	38.29'	N85°37'08"E, 35.37'
C2	90°00'00"	20.00'	31.42'	S42°13'38"E, 28.28'
C3	90°00'00"	20.00'	31.42'	S85°38'22"W, 28.28'
C4	90°02'31"	70.00'	110.01'	S85°37'08"W, 99.03'
C5	90°00'00"	20.00'	31.42'	S85°35'51"W, 28.28'
C6	89°59'59"	25.00'	39.27'	N42°40'09"W, 35.36'
C7	92°48'28"	25.00'	40.50'	N84°11'36"E, 38.21'
C8	87°33'54"	20.00'	30.57'	S53°37'13"E, 27.88'
C9	25°42'56"	337.82'	139.74'	S28°18'16"W, 138.75'
C10	77°47'28"	70.00'	95.04'	S24°26'56"E, 87.91'
C11	78°17'27"	20.00'	27.33'	N24°42'01"W, 25.25'
C12	90°02'31"	20.00'	31.43'	N85°37'08"E, 28.29'
C13	89°57'29"	20.00'	31.40'	S42°25'4"E, 28.27'
C14	78°03'30"	20.00'	26.55'	S78°30'36"W, 24.64'
C15	28°07'24"	287.56'	131.11'	N27°30'22"E, 129.98'
C16	78°03'30"	70.00'	92.92'	N78°37'36"E, 86.25'
C17	35°35'41"	20.00'	12.42'	N58°23'41"E, 12.23'
C18	159°49'30"	49.64'	138.48'	N33°36'16"W, 97.74'
C19	24°44'16"	432.50'	186.73'	S131°43'E, 185.29'
C20	90°00'00"	20.00'	31.42'	N85°36'22"E, 28.28'
C21	90°00'00"	20.00'	31.42'	N42°13'38"W, 28.28'
C22	48°32'03"	367.50'	311.30'	S25°03'37"E, 302.08'
C23	90°00'00"	20.00'	31.42'	S44°02'55"W, 28.28'
C24	50°05'29"	70.14'	81.32'	S65°40'06"W, 59.39'
C25	131°25'28"	70.00'	160.58'	S25°08'52"E, 127.61'
C26	90°00'00"	70.00'	109.96'	N44°10'25"E, 98.99'
C27	90°00'00"	20.00'	31.42'	N44°10'25"E, 28.26'
C28	90°00'00"	20.00'	31.42'	S45°49'35"E, 28.28'
C29	90°00'33"	25.00'	39.27'	S44°10'42"W, 35.36'
C30	89°59'25"	25.00'	38.27'	S45°49'18"E, 35.35'
C31	90°00'00"	20.00'	31.42'	S44°02'55"W, 28.28'
C32	73°11'26"	100.00'	127.74'	S52°34'42"W, 119.23'
C33	54°14'18"	20.00'	18.93'	S43°08'08"W, 18.23'
C34	54°14'18"	20.00'	18.93'	N11°06'10"W, 18.23'
C35	288°28'36"	57.00'	286.99'	S74°01'01"E, 86.82'
C36	73°11'26"	50.00'	63.87'	N52°34'42"E, 59.82'
C37	90°00'00"	20.00'	31.42'	S45°49'35"E, 28.28'
C38	34°02'25"	20.00'	11.88'	N66°22'51"W, 11.71'

PLAT OF
"ELKHORN VILLAGE ADDITION"
 AN ADDITION TO THE CITY OF CASPER, WYOMING
 A VACATION AND REPLAT OF ALL OF BETTY LUKER
 PARKWAY CAMPUS NO. 2 AND A PORTION
 OF LOT 1, ELKHORN VALLEY ADDITION NO. 5
 ADDITIONS TO THE CITY OF CASPER, WYOMING
 A SUBDIVISION OF PORTIONS OF THE
 SW1/4SW1/4 & SE1/4SW1/4, SECTION 7 AND
 NE1/4NW1/4, SECTION 18
 TOWNSHIP 33 NORTH, RANGE 78 WEST
 SIXTH PRINCIPAL MERIDIAN
 NATRONA COUNTY, WYOMING
 SHEET 2 OF 2



**ELKHORN VILLAGE ADDITION
SUBDIVISION AGREEMENT**

This Subdivision Agreement (“Agreement”) is made and entered into this _____ day of _____, 2018, by and between the following parties:

1. The City of Casper of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 (“City”).
2. Blackmore Homes, Inc., 441 Landmark Drive, Suite 100, Casper, Wyoming 82609 (“Owner”).

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

RECITALS

- A. Whenever the Public Services Director, City Engineer, Community Development Director, or other City official is mentioned in this Agreement, it shall be deemed to include their designees.
- B. Owner has applied to vacate and replat Betty Luker Parkway Campus #2 and a portion of Elkhorn Valley No. 5, Lot 1, to create Elkhorn Village Addition to the City of Casper.
- C. A plat of Elkhorn Village Addition (“Addition”) has been prepared by the Owner, and approved by the City of Casper, and shall be signed and recorded at the Natrona County Clerk’s Office concurrently with this Agreement.

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

SECTION 1 – INCORPORATION OF RECITALS

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

SECTION 2 - OBLIGATIONS OF OWNER

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

2.1 Surveying:

- a. All subdivision corners shall be marked with 3¼ brass caps. These caps shall show the name of the surveyor or company making the survey, and the license number of the surveyor making the survey or certifying the survey. All PLSS corners shall be properly marked for identification as to the location as per Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors, shall be referenced if subject to destruction, and again shall show the proper identification and license of the certifying surveyor. A corner record shall be recorded as per Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors. A copy will be provided to the City upon recordation.
- b. Block and Lot corners, points of tangency (PT's) and points of curve (PC's) of all curves shall be marked by an iron pin not less than five-eighths (5/8) inches in diameter and not less than twenty-four (24) inches in length, with a brass or aluminum cap not less than 2 and one-half (2½) inches in diameter securely fastened to the top, unless otherwise impractical. These monuments will be set prior to the recording of the plat in the Office of the County Clerk unless approved by the City Surveyor.
- c. Said corners shall be in place for final inspection by the Public Services Director upon completion of the sidewalk (curbwalk), or curb and gutter.
- d. A digital copy of the Final Subdivision Plat shall be provided to the City, as required by the Casper Municipal Code ("Code"). No building permit shall be issued prior to the recording of the plat.

2.2 Construction Sequence:

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

2.3 Certification of Construction; Repair Obligations:

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

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

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

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

2.4 Underground Utilities and Street Lights:

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

2.5 Soils Analysis:

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

2.6 Erosion Control Program:

The Owner shall submit, and have approved by the Public Services Director, a comprehensive erosion control program for the area disturbed during construction activities to mitigate the adverse effects of blowing dirt or dust, and water erosion on other properties in the immediate area before the issuance of an earthwork, road cut or grading permit pursuant to the Code. An erosion and

sediment control permit shall be obtained from the Public Services Director prior to any earthwork taking place in the Addition.

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

2.7 Retaining Walls and Fences:

Any retaining walls constructed within the subdivision by the Owner shall be designed and certified by a Wyoming registered professional engineer. The design(s) shall be submitted to the Public Services Director and Community Development Director for written approval before a building permit will be issued. Said walls shall be constructed within the boundaries of each lot and not on the property lines. Maintenance of said walls shall be the responsibility of each individual lot owner. Provided, however, retaining walls and fences shall not be constructed on any drainage easements, or on any other ways depicted on any other recorded instrument without the approval of the Public Services Director.

2.8 Water and Sewer:

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

- a. Curb boxes shall be left behind the sidewalk in front of each lot and the Owner shall protect, during the subsequent course of developing the Addition, valve boxes and curb boxes from damage, and be wholly responsible for the repair and replacement to the Public Services Director's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade, at the time the paving work is completed in the Addition.
- b. The Owner shall construct the necessary water lines and appurtenances up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Water line sizes shall be as determined by the Public Services Director.
- c. The Owner, at its cost, shall install water service lines in accordance with Code specifications to the property line so as to serve each lot or building site in the Addition.

- d. The Owner shall construct the necessary sewer lines up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Sewer sizes shall be as determined by the Public Services Director.
- e. The Owner, at its own cost, shall install sewer service lines, in accordance with Code specifications, to the property line so as to serve each lot or building site in the Addition.
- f. The Owner shall protect manhole covers and rings from damage in the course of constructing the line, and shall be solely responsible for repair or replacement to the Public Services Director's satisfaction. The Owner shall adjust such manhole rings and covers to finished grade. The Owner agrees to protect and save the City harmless from any loss or claim suffered by other sewer users to their real or personal property, and from personal injury or damages by reason of obstruction or damage to the sewer lines or any part thereof occasioned by present or future construction work on said Addition by the Owner. Said obligation shall continue until the sewer line and the system within the Addition is accepted by the Public Services Director by issuance of a "letter of acceptance." Provided, however, that acceptance of part of the system shall not relieve the Owner of the obligations herein imposed for the remaining improvements that have not been accepted within said Addition.
- g. Prior to the issuance of a building permit for any new structure, or prior to the issuance of a plumbing permit to connect existing buildings to the water and sewer systems, the then-existing water system investment charge (connection charge), sewer system investment charge (connection charge) and water meter charge shall be paid to the City. The Owner will also pay to the Central Wyoming Regional Water System Joint Powers Board the then current Regional Water System investment charge for each building to be served with water.
- h. All necessary water and sewer easements, in forms acceptable to the City, up to and through the subdivision shall be obtained by the Owner, which grant to the City the right of ingress and egress thereto for purposes of laying out, constructing, inspecting, maintaining and replacing water lines, sewer lines, its fire hydrants and other appurtenances.
- i. The Owner agrees to abide by all federal, state and local laws, rules and regulations regarding the use of its water and sewer facilities, and water and sewer service, including, but not limited to, the Federal Pretreatment Regulations and all the Code sections relating to industrial pretreatment.
- j. At such time as said water and/or sewer mains are installed by the Owner and a "letter of acceptance" is issued by the Public Services Director, the City shall pursuant to the Code, reimburse the Owner twice the difference in material cost between an eight (8) inch water and/or sewer main, or larger size if required by the development, and the required oversized main pursuant to the Code, as

amended. Such reimbursement will be determined by the City based upon its most recent applicable material costs at the time of the Agreement execution. Reimbursement will only be based on oversizing of water and sewer mains larger than the size required by system analysis and approved by the Public Services Director.

2.9 Easements for all Utilities, Bikeways and Pedestrian Pathways:

Easements for all utilities and future bikeway/pedestrian pathways and access, in recordable forms acceptable to the City, must be provided prior to application for a permit to construct being made to City.

2.10 Street and Traffic Signs and Controls:

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

2.11 Security Requirements:

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

2.12 Record Drawings:

- a. Owner shall submit "as-built" record documents for paving, drainage, water and sewer to City prior to the issuance of the certificate of occupancy. Reproducible hard copy drawings shall be in the form of one (1) set of 4 mil Mylar, 24" x 36" labeled as "Record Drawings" and dated. Record Drawings shall also be provided on electronic media in Adobe (pdf) format and in AutoCAD format or other format specified by Owner. Record documents shall be submitted on CDs, or other media as directed by Owner, labeled as "Record Drawings" and include the project name, City of Casper project number and date.
- b. All digital files necessary for correct plotting of the final record drawings in the AutoCAD version, such as external references, pen assignments, images, etc. shall be provided. Any x-refs or other files that can be, shall be incorporated into the final drawings to minimize the manipulation necessary for plotting.

2.13 Completion of Infrastructure Improvements Prior to Certificate of Occupancy:

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

2.14 Other Costs in Separate Agreements:

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

2.15 Stormwater, Flooding and Letters of Map Revisions:

- a. Owner shall comply with and pay for all costs associated with any Stormwater Pollution Prevention Plan, Letter of Map Revision (LOMR), or other related requirements of Wyoming DEQ, Federal Emergency Management Agency (FEMA) or any other agency that has jurisdiction over the real property in impacted by this Agreement.
- b. Owner shall provide the City with copies of all Stormwater Pollution Prevention Plan elements as reviewed and approved by Wyoming DEQ; any LOMR, along with the necessary submittals to update flood mapping in accordance with FEMA requirements, and documentation of Base Flood Elevations.
- c. All requirements of this section shall be met prior to issuance of a permit to construct subdivision improvements.

2.16 Other Requirements:

- a. Vehicular access to all double-frontage lots on Newport Drive, East 12th Street and Elkhorn Valley Drive, is prohibited along said streets, and all vehicular access, curb cuts, driveways and garages shall be accessed solely from internal (local) streets.

SECTION 3 - OBLIGATIONS OF CITY

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

SECTION 4 - REMEDIES

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

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

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

SECTION 5 – GENERAL PROVISIONS

- a. Successors and Assigns: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property that is the subject matter of this Agreement. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.
- b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.
- d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.

- e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.
- f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.
- g. No Third-Party Beneficiary Rights: The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.
- h. Severability: If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid, illegal or otherwise unenforceable, that provision or portion of the provision will be severed and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement.
- i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Blackmore Homes, Inc.
441 Landmark Drive
Suite 100
Casper, WY 82609

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

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

- k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion and acceptance of the services and termination or completion of the Agreement.
- l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.
- m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in the State of Wyoming, properly registered and not delinquent with the Secretary of State.
- n. Term: At the time the Owner files for a permit to construct, the then applicable code provisions shall apply for the life of the permit or under an extension that is approved by the Public Services Director. If the Owner fails to file for a permit to construct at the time of platting, all applicable provisions of the Code that have changed since the execution of this Agreement shall be required of the Owner at the time of permit application, and the City at its sole discretion may require a new Subdivision Agreement and/or the replatting of property. Provided, however, Code amendments pertaining to the health and safety of the public shall be complied with by the Owner during the term of this Agreement, regardless of the validity of the permit to construct.

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

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Mayor

WITNESS:

OWNER
Blackmore Homes, Inc.

By: *Brandon Dagle*

By: *T. A. Smith*

Printed Name: BRANDON DAGLE

Printed Name: Tom A. Smith

Title: ARCHITECT

Title: C.O.O.

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this _____ day of _____, 2018, by Ray Pacheco, as the Mayor of the City of Casper.

(Seal, if any)

(Signature of notarial officer)

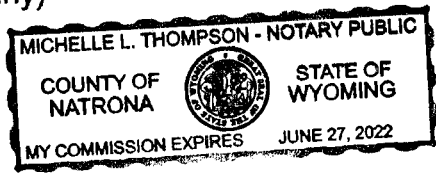
Title (and Rank)

[My Commission Expires: _____]

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 12th day of December, 2018, by Tim A. Smith as the authorized representative of Blackmore Homes, Inc.

(Seal, if any)



Michelle L. Thompson
(Signature of notarial officer)

Notary Public
Title (and Rank)

[My Commission Expires: 6/27/2022]

ORDINANCE NO.25-18

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

WHEREAS, an application has been made to vacate and replat Betty Luker Parkway Campus #2 and a portion of Elkhorn Valley No. 5, Lot 1, as Elkhorn Village Addition Subdivision of the City of Casper, Wyoming; and,

WHEREAS, an application has been made to rezone all of the above described property from PUD (Planned Unit Development), AG (Urban Agriculture), and R-2 (One Unit Residential) to entirely R-2 (One Unit Residential); and,

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

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

WHEREAS, after a public hearing, the City of Casper Planning and Zoning Commission passed a motion recommending that City Council approve the vacation, replat, and zone change requests; and,

WHEREAS, the governing body of the City of Casper finds that the above described vacation, replat and zone change should be approved, as well as the Elkhorn Village Addition Subdivision Agreement.

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

SECTION 1:

That the above described zone change is hereby approved.

SECTION 2:

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

SECTION 3:

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

PASSED on 1st reading the ____ day of _____, 2018.

PASSED on 2nd reading the ____ day of _____, 2018.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the ____ day of _____, 2018.

APPROVED AS TO FORM:




ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Ray Pacheco
Mayor

December 21, 2018

MEMO TO: J. Carter Napier, City Manager 

FROM: Liz Becher, Community Development Director 

SUBJECT: Appeal of Planning and Zoning Commission's Decision to Deny a Conditional Use Permit for an off-premises sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper Addition, located at 1329 South Poplar Street.

Meeting Type & Date:

Regular Council Meeting, January 8, 2019.

Action Type:

Public hearing and two (2) possible/alternative resolutions.

Recommendation:

That Council, by resolution(s), consider the appeal of the Planning and Zoning Commission's decision to deny a Conditional Use Permit for an off-premises sign (billboard) in a C-2 (General Business) zoning district.

Summary:

David DeWald and Lamar Advertising applied for a Conditional Use Permit for an off-premise sign (billboard) in a C-2 (General Business) zoning district, located at 1329 South Poplar Street. The subject property is occupied by a residential structure, and abuts properties zoned R-3 (One to Four Unit Residential) on the east, and C-2 (General Business) on the north, south and west. Land uses in the immediate vicinity are a mix of single and multi-family residential, as well as commercial. Pursuant to Section 17.96.050(C), off-premises signs require the approval of a Conditional Use Permit in order to be located in the C-2 (General Business) zoning district. Additional detailed information about this case can be obtained in the staff report to the Planning and Zoning Commission dated October 12, 2018, which has been attached.

The Casper Municipal Code Sections 17.12.240(G) through (I) provide the following:

Section 17.12.240(G) of the Casper Municipal Code states that no conditional use permit shall be granted unless the Commission finds the following:

1. The Conditional Use is consistent with the spirit, purpose, and intent of this Title; will not substantially impair the appropriate use of neighboring property; and will serve the public need, convenience, and welfare;
2. The Conditional Use is designed to be compatible with adjacent land uses and the area of its location.

When making the decision for a Conditional Use Permit, the Commission shall consider the scale of the operation and relationship to other similar issues as expressed in the six (6) considerations outlined in Section 17.12.240 (H) as listed below:

- a. Area and height to be occupied by buildings or other structures.
- b. Density of the proposed use in terms of units per acre and the number of offices, employees, occupants, or all three.
- c. Volume of business in terms of the number of customers per day.
- d. Increased traffic congestion or hazard caused by the use which may be over and above normal traffic for the area, as determined by the City Engineer and Community Development Director.
- e. Location of use with respect to the same or similar uses within a three hundred foot (300') radius of the perimeter of the described property.
- f. Any other criteria affecting public health, safety, and welfare, as provided for by written rules of the Commission.

Pursuant to Section 17.12.240(I) of the Casper Municipal Code, the Commission may impose reasonable conditions on a Conditional Use Permit, including, but not limited to, time limitations, requirements that one or more things be done before construction is initiated, or conditions of an ongoing nature. By way of illustration, not limitation, the following limitations or modifications can be placed upon a Conditional Use Permit, to the extent that such conditions are necessary to insure compliance with the criteria of Section 17.12.240(G) and (H):

1. Size and location of site;
2. Street and road capacities in the area;
3. Ingress and egress to adjoining public streets;
4. Location and amount of off-street parking;
5. Internal traffic circulation systems;
6. Fencing, screening, and landscaped separations;
7. Building bulk and location;
8. Usable open space;
9. Signs and lighting; and,
10. Noise, vibration, air pollution and other environmental influences.

Pursuant to Section 17.96.050(C), in addition to the criteria listed above, when reviewing Conditional Use Permits for off-premise signs, the Planning and Zoning Commission may also consider lighting, impacts on neighboring properties and the relationship of the proposed sign to existing on-premises signs in making their determination on the request.

As noted in the approved Findings of Fact and Conclusions of Law, determination of the necessary findings for an approval could not be made in this case, and the Planning and Zoning Commission unanimously voted to deny the requested Conditional Use Permit at its October 18, 2018 public hearing. The neighbor directly to the north of the subject property spoke in opposition to the billboard, citing concerns about the incompatibility of the billboard with her apartment building, the size of the billboard, and overall negative aesthetics to the arterial. Per Section 17.12.240(L) of the Municipal Code, anyone aggrieved by the decision of the Planning and Zoning Commission may appeal the decision to the City Council within ten (10) calendar days of the date of the written decision. The City received a written request for an appeal, dated October 26, 2018, from Attorney Timothy Stubson, on behalf of the applicants.

Two (2) possible/alternative resolutions have been provided for the City Council's consideration. One (1) upholds the Planning and Zoning Commission's decision to deny the Conditional Use Permit, and the other resolution overturns/reverses the Planning and Zoning Commission's decision. The Council may also impose reasonable conditions or modifications pursuant to Section 17.12.240(I) of the Municipal Code which states:

“.....may impose reasonable conditions on a Conditional Use Permit, including, but not limited to, time limitations, requirements that one or more things be done before construction is initiated, or conditions of an ongoing nature. By way of illustration, not limitation, the following limitations or modifications can be placed upon a Conditional Use Permit, to the extent that such conditions are necessary to insure compliance with the criteria of Section 17.12.240(G) and (H):

1. Size and location of site;
2. Street and road capacities in the area;
3. Ingress and egress to adjoining public streets;
4. Location and amount of off-street parking;
5. Internal traffic circulation systems;
6. Fencing, screening, and landscaped separations;
7. Building bulk and location;
8. Usable open space;
9. Signs and lighting; and,
10. Noise, vibration, air pollution and other environmental influences.”

Financial Considerations:

N/A

Oversight/Project Responsibility:

Craig Collins, City Planner, is tasked with processing Conditional Use Permit requests.

Attachments

Exhibits introduced at the October 18, 2018 Planning and Zoning Commission meeting consisting of Exhibits A-F.

1.A - Conditional Use Permit Application (3 p.)

1.B -Map of the 300' Notification Zone

1.C - Legal Notice sent to the Casper Star-Tribune advertising the date of Public Hearing

1.D – Notice of Public Hearing sent to Property Owners within a 300' Radius and List of Addresses (3 p.)

1.E – Public comment from Valerie White, 504 Milton Avenue

1.F – Memo to the Chairman & Members of the Planning and Zoning Commission (4 p.)

2- Findings of Fact and Conclusions of Law, for Case PLN-018-022-C, dated October 18, 2018 (3 p.)

3- Appeal request, from Timothy M. Stubson to Craig Collins Casper City Planner and Carter Napier City Manager, dated October 26, 2018

4.a- Minutes from the Planning and Zoning Meeting, dated October 18, 2018 (8 p.)

4.b- Video of the Planning and Zoning Meeting, dated October 18, 2018

<https://www.youtube.com/watch?v=jK18bGXKKBQ&feature=youtu.be>

5- RMG Outdoor, Inc., assessment dated May, 2018 (23 p.)

6- Copy of Section 17.12.240 of the Municipal Code (4 p.)

7- Aerial Map

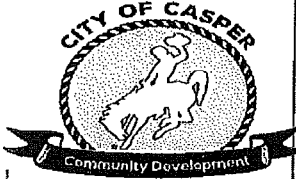
8- Property Photos (3 p.)

9- Plot Plan

10- Affidavit of Publication, as published in the Casper-Star Tribune, dated December 26, 2018

Resolution denying the appeal and the Conditional Use Permit (2 p.)

Resolution granting the appeal and the Conditional Use Permit (2 p.)



City of Casper Planning Division

Conditional Use Permit Application

OWNER'S INFORMATION:

NAME: Lamar Advertising
ADDRESS: 2056 N Skyview Dr, Casper, WY 82601
TELEPHONE: 307-234-9107 EMAIL: jrideoutt@lamar.com

LOCATION OF REQUEST:

ADDRESS: 1329 S Poplar St, Casper, WY 82601
LEGAL DESCRIPTION: Casper Blk 159 Lot 4
Number of Lots: 1 Size of Lots: .149219 acres
Current Zoning: C-2 (general business) Current Use: business
Purpose for which the property is proposed to be used: off-premise outdoor advertising billboard sign in the SW corner of lot
Prior restrictions placed on the property: _____

Floor area square footage: N/A Number of Occupants or Employees: N/A
Building Footprint: N/A Number of off-street parking spaces: N/A

A PLOT PLAN IS REQUIRED SHOWING:

(WHERE APPROPRIATE)

- | | | |
|-------------------------------|--------------------------------|-------------------------------------|
| lot size and dimensions | size and location of buildings | off-street parking spaces |
| routes for ingress and egress | internal traffic control | fencing, screening, and landscaping |
| signs and lighting | setback distances | |

The following owner's signature, or agent, signifies that all information on the application is accurate and correct to the best of the owner's knowledge, and that the owner has thoroughly read and understands all application information and requirements.

SIGNATURE OF PROPERTY OWNER: *David Wayne Howard*
DATE: 8/9/18

SUBMIT TO:
Community Development Department
Planning Division
200 N David, RM 203
Casper, WY 82601
Phone: 307-235-8241
Fax: 307-235-8362
www.casperwy.gov
E-mail: dhardy@cityofcasperwy.com

- COMPLETE SUBMITTAL NEEDS TO INCLUDE:
- COMPLETED APPLICATION INCLUDING ORIGINAL SIGNATURES
 - PROOF OF OWNERSHIP
 - \$600 APPLICATION FEE (NON-REFUNDABLE)
 - PLOT PLAN

FOR OFFICE USE ONLY:
DATE SUBMITTED:
SEP 14 2018
REC'D BY: *dh*

Property Tax and Assessment Information

Owners: DEWALD, DAVID WAYNE ET AL
 Owners Address: 122 S ELK ST
 CASPER WY 82601
 Parcel Number: 33790934000900
 Property Address: 1329 S POPLAR ST
 Building ID: 1
 Legal Description: CASPER BLK 159 LOT 4
 Class: Residential

ASSESSOR INFORMATION		TREASURER INFORMATION	
Account Number:	R0014995	Bill Number:	11353
Land Size Square Feet:	6500	General Tax:	\$312.26
Living Area Square Feet:	890	Special Purpose1:	\$0.00
Land Size Acres:	0.149219	Special Purpose2:	\$0.00
Year Built:	1920	Special Purpose3:	\$0.00
Description:	Ranch 1 Story	Total Tax:	\$312.26
Market Value Land:	\$26,000.00	2017 PAYMENTS:	
Market Value Building:	\$19,091.00	1st Installment:	Paid
Market Value Personal:	\$0.00	2nd Installment:	Paid
Market Value Total:	\$45,091.00	Payment Status:	CURRENT

Version: 15.10.2.1

The information that is supplied by the Natrona County Treasurer's and the Natrona County Assessor's office is public information and must be used with the understanding that the data was collected for the use and purpose of determining property tax information and property assessments. Neither the Natrona County Treasurer's office nor the Natrona County Assessor's office will be held liable as to the validity, correctness, accuracy, completeness, and/or reliability of this data. The Natrona County Treasurer's office and the Natrona County Assessor's office assumes no liability whatsoever associated with the use or misuse of this public information data.



CITY OF CASPER
COMMUNITY DEVELOPMENT

10139

Date 8/28/2018

Received From Lamar Advertising
Amount SIX Hundred and no/100

\$ 600.00

Conditional Use Permit \$600.00

Liz Beaton

DEPARTMENT HEAD

pd ck# 3571790

By: Pamela S Jones

WARNING: CHECK PRINTED ON CHEMICAL REACTIVE PAPER. MICRO PRINTING (MP) ON FACE. WATERMARK ON REVERSE SIDE.

THE LAMAR COMPANIES

JP MORGAN CHASE BANK
BATON ROUGE, LA

84-13/654

P.O. BOX 66338
BATON ROUGE, LOUISIANA 70896

OUTDOOR ADVERTISING SINCE 1902

CHECK NO. **3571790**

VOID AFTER 120 DAYS.

ix Hundred and 00 Cents

00144078

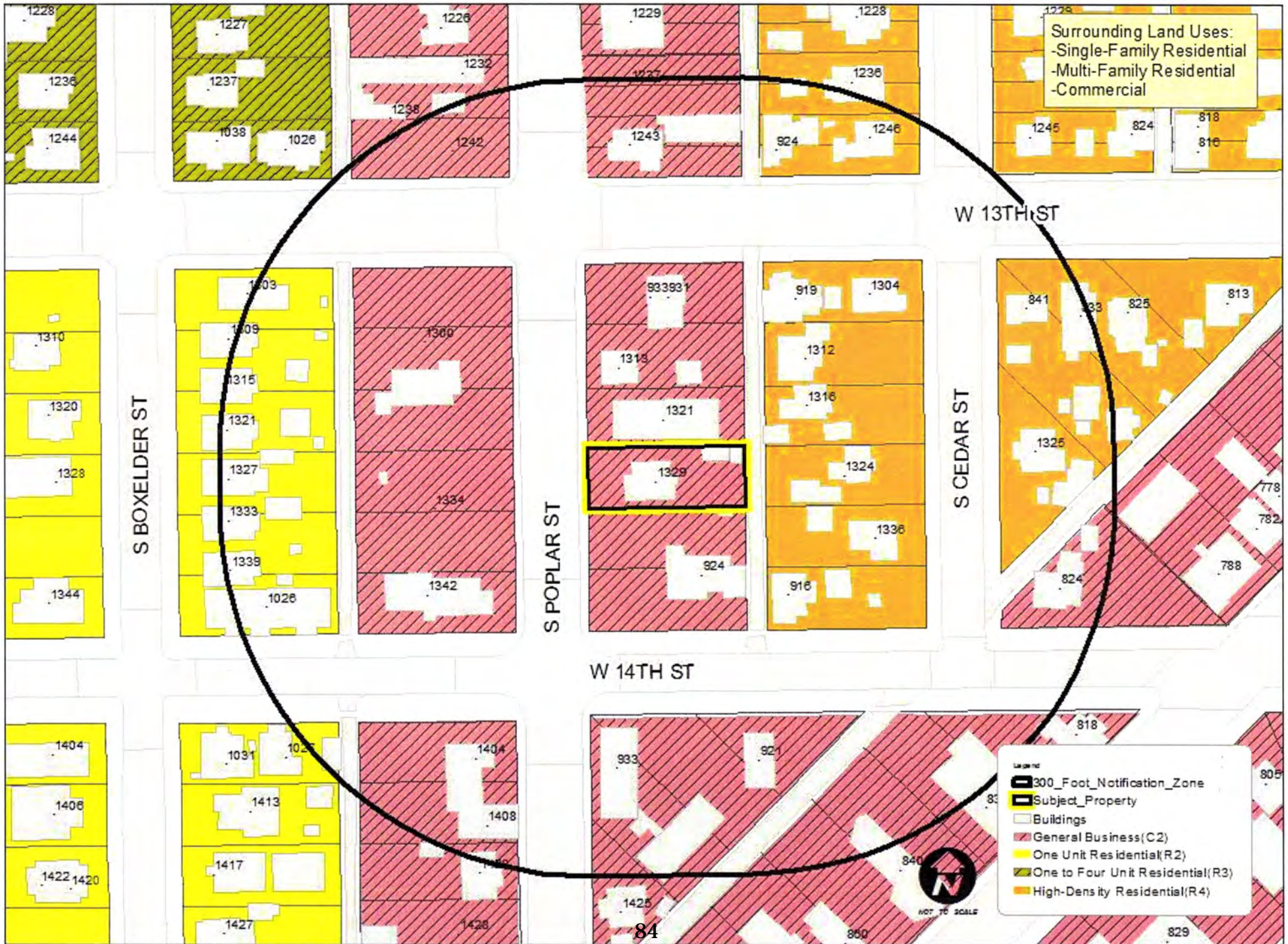
PAY CITY OF CASPER
TO THE 200 N DAVID ST
ORDER CASPER, WY 82601
OF

DATE
08/16/2018

AMOUNT
\$*****600.00

*Wm K
Keith Dettre*

1329 South Poplar Street CUP



PUBLIC NOTICE

TO WHOM IT MAY CONCERN:

APPLICATION CONCERNING THIS PROPERTY HAS BEEN MADE TO THE CITY OF CASPER FOR THE FOLLOWING:

PLN-18-022-C – Petition for a Conditional Use Permit for an off-premise sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper Addition, located at 1329 South Poplar Street. Applicant: David Dewald and Lamar Advertising.

All comments must be made at or before a public hearing on **October 18, 2018** at **6:00 p.m., City Council Chambers**, City Hall, 200 North David St.

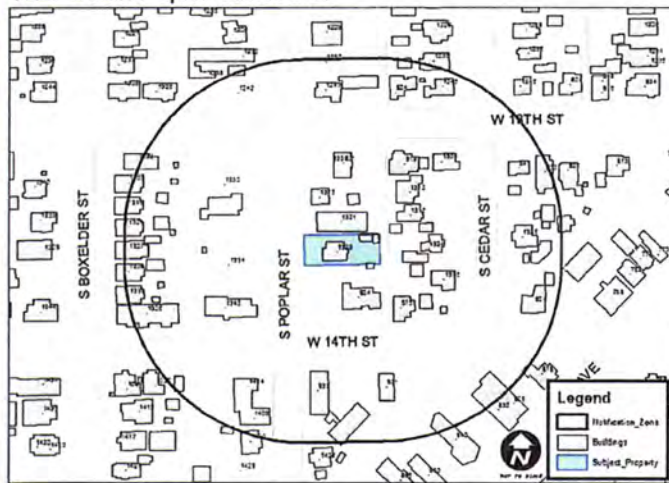
For comments or questions, please contact the City of Casper Community Development Department at 307-235-8241 or written comments may be submitted to: City Planning, 200 North David St, Casper, WY 82601 or e-mail dhardy@casperwy.gov

CITY OF CASPER PUBLIC HEARING INFORMATION:

You, as a property owner/resident within a 300-foot radius of the perimeter of the subject property, are hereby notified of this public hearing. You may submit written comments to the Community Development Department, 200 N David, Rm 205, Casper, WY, 82601 or via email at dhardy@casperwy.gov prior to the Planning and Zoning Commission meeting. All comments should be received by **October 12, 2018** to be included in the Planning and Zoning Commission's packet of information that they receive prior to the public hearing. You may also attend the public hearing (listed on front of card) and present written and/or oral comments at that time. Depending on the number of people wishing to speak, the Chairman may limit the time you have in which to make your presentation.

PLN-18-022-C – Petition for a Conditional Use Permit for an off-premise sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper Addition, located at 1329 South Poplar Street. Applicant: David Dewald and Lamar Advertising.

1329 South Poplar Street CUP



Field2	Field3	Field4	Field5
OWN1	OWN2	ADDR1	ADDR3
CAVIGELLI, JEAN-PIERRE R		1324 S CEDAR ST	CASPER WY 82601
WOOD, SHANDRA L		1336 S CEDAR ST	CASPER WY 826013528
GRAY, KEVIN F ET UX		2225 E 24TH ST	CASPER WY 82609
MITCHELL, TIMOTHY		841 W 13TH ST	CASPER WY 82601
HUMPHREY, KENNETH L ET UX		818 CY AVE	CASPER WY 82601
DOORES, GEORGE D		BOX 1227	MILLS WY 82644
GRAY, JEFFREY B		924 W 13TH ST	CASPER WY 82601
LAI FAMILY LLC		BOX 577	CASPER WY 82602
TIMOTHY P COLLING PROPERTIES LLC		BOX 104	CASPER WY 82602
DEWITT, JAMES H		1567 S ASH ST	CASPER WY 82601
KERSENBROCK, TORRY		5010 E 21ST ST	CASPER WY 82609
DALTON, JACK		BOX 606	CASPER WY 82602
GALLAGHER, JOHN ET AL		1246 S CEDAR ST	CASPER WY 82601
BERCHENBRITER, JENNY E		1303 S BOXELDER ST	CASPER WY 82604
JEFFERSON HEIGHTS LLC		2030 S WALSH DR	CASPER WY 82609
CASPER CITY OF	ATTN: CALVIN L CHADSEY	200 N DAVID ST	CASPER WY 82601
DEWALD, DAVID WAYNE ET AL		122 S ELK ST	CASPER WY 82601
LODER, WINIFRED A		1309 S BOXELDER ST	CASPER WY 82604
BURDORF, DEAN F		117 N BROADWAY ST	NEW ULM MN 56073
GABRIELSON, GARY		833 W 13TH ST	CASPER WY 82601
MC CONIGLY, JOHN P		924 W 14TH ST	CASPER WY 82601
TRUSSELL, NORITA D MALONE		2030 WALSH DR	CASPER WY 82609
TRUSSELL, RONALD P ET UX		1408 S POPLAR ST	CASPER WY 82601
V & T RENTALS LLC		815 LIND AVE	CASPER WY 82601
VALDEZ, RONALD D ET UX		860 CY AV	CASPER WY 82601
HIGH PLAINS PIZZA INC		BOX 2438	LIBERAL KS 67905
NEAL, KENNETH ET UX		825 W 13TH ST	CASPER WY 82601
BURDORF, DEAN F		117 N BROADWAY ST	NEW ULM MN 56073
LEE, WILLIAM RUSSEL JR		1339 S BOXELDER ST	CASPER WY 826040000
JEFFERSON HEIGHTS LLC		2030 WALSH DR	CASPER WY 82609
J G V LLC	ATTN: LAUREL LUNSTRUM	222 W B ST #101	CASPER WY 82601
RAPHIAL, STEVEN		1312 S CEDAR ST	CASPER WY 826010000
ROSS, TRISTIE A ET VIR		1316 S CEDAR ST	CASPER WY 82601
BASTOW, JOAN C		1243 S CENTER	CASPER WY 82601
HIS & HERS PROPERTIES LLC		BOX 1241	CASPER WY 82602
LAI FAMILY LLC		BOX 577	CASPER WY 82602

Field2	Field3	Field4	Field5
RICOR PROPERTIES LLC ORTIZ, JOHN E		BOX 51568 1320 DERRINGTON AVE	CASPER WY 82605 CASPER WY 82609
M & T ENTERPRISES LLC THOMPSON, CONNIE F ET AL		2030 WALSH DR BOX 598	CASPER WY 82609 MILLS WY 82644
MC KINLEY CORP, THE HOSSACK, JANET L		350 W A ST STE 100 1325 S CEDAR ST	CASPER WY 82601 CASPER WY 82601
LYONS, MARY E MILLER, VERNON LEROY		1304 S CEDAR ST 1510 S CEDAR ST	CASPER WY 82601 CASPER WY 82601
HAWKEY, CAROL D JAMES CLINTON CARLTON TRUST DTD 7/22/2016		1748 S JACKSON ST 1027 W 14TH ST	CASPER WY 82601 CASPER WY 82604
SNODGRASS, BRADLEY W ET UX HIGH PLAINS PIZZA INC		916 W 14TH ST BOX 2438	CASPER WY 82601 LIBERAL KS 67905
J G V LLC SZETO, JEANA ET AL	ATTN: LAUREL LUNSTRUM	222 W B ST #101 22 SAGEBRUSH ST	CASPER WY 82601 CASPER WY 82604
WALKER, MATTHEW D ET AL		1033 N DURBIN	CASPER WY 82601

OCT 12 2018

504 Milton Ave
Casper WY 82601
October 10, 2018

Community Development Department
200 N David, Room 200
Casper, WY 82601

Dear Community Development Department,

I am Valarie White and I am wanting to voice my opposition to the proposed off-premise sign, (billboard) at 1329 South Poplar, Casper WY. I am adamantly opposed to this billboard. I own 1321 South Poplar, Casper WY, the property directly to the north of the proposed site for the billboard. This billboard would completely block all sunlight and view from the upper apartment rendering this apartment, next to impossible to rent. The only view this apartment would have would be the back side of the billboard.

I currently have this apartment rented to a couple who have lived there 4 years. If this billboard goes up, they will definitely be looking for another place to live. I am a widowed, single woman that realize on this property for my livelihood. I have a mortgage on this property and I rely on the rent to pay this mortgage. Not only would this billboard impact the rent, it would also diminish the value of my property.

I believe there are plenty of distractions on Poplar Street for drivers already. This billboard would only add to that problem and could, potentially, become a safety issue.

I am a Casper native and have always thought Casper was a very pretty town. I hate to see Casper allowing more billboards in the city, which would take away from the beauty of the city.

I appreciate the opportunity to voice my opposition and concerns for this proposed off-premise sign permit. I look forward to attending the meeting October 18, 2018.

Sincerely,



Valarie White
V & T Rentals LLC

October 12, 2018

MEMO TO: Don Redder, Chairman
Members of the Planning and Zoning Commission

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

SUBJECT: **PLN-18-022-C** – Petition for a Conditional Use Permit for an off-premise sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper Addition, located at 1329 South Poplar Street. Applicant: David Dewald and Lamar Advertising.

Recommendation:

If, after the public hearing, the Planning and Zoning Commission finds that the requested Conditional Use Permit meets the two (2) reasons and six (6) findings necessary for the approval of a Conditional Use Permit found in Section 17.12.240 (G) and (H) of the Casper Municipal Code, as outlined below under the Code Compliance section of this staff report, it would be staff's recommendation that the Planning and Zoning Commission articulate its findings, and apply, at a minimum, the following conditions of approval:

1. Pursuant to Section 17.12.240(I) of the Casper Municipal Code, the Conditional Use Permit shall be "exercised," and all conditions shall be met within one (1) year of the date of approval, or the Conditional Use Permit shall become null and void.
2. The placement of the sign structure on the property shall be at a minimum, one hundred (100) feet from the adjacent residentially zoned property to the east.
3. The maximum height of the off-premises sign, as measured from the pavement on South Poplar Street to the top of the sign/structure, shall be limited to thirty-five (35) feet.

Code Compliance:

Staff has complied with all public notice requirements of Section 17.12.240 of the Casper Municipal Code pertaining to Conditional Use Permits, including notification of property owners within three hundred (300) feet by first class mail, posting of the property, and publishing legal notice in the Casper Star-Tribune. Staff has received one (1) public comment regarding this case.

Section 17.12.240(G) of the Casper Municipal Code states that no conditional use permit shall be granted unless the Commission finds the following:

1. The Conditional Use is consistent with the spirit, purpose, and intent of this Title; will not substantially impair the appropriate use of neighboring property; and will serve the public need, convenience, and welfare;
2. The Conditional Use is designed to be compatible with adjacent land uses and the area of its location.

When making the decision for a Conditional Use Permit, the Commission shall consider the scale of the operation and relationship to other similar issues as expressed in the six (6) considerations outlined in Section 17.12.240 (H) as listed below:

- a. Area and height to be occupied by buildings or other structures.
- b. Density of the proposed use in terms of units per acre and the number of offices, employees, occupants, or all three.
- c. Volume of business in terms of the number of customers per day.
- d. Increased traffic congestion or hazard caused by the use which may be over and above normal traffic for the area, as determined by the City Engineer and Community Development Director.
- e. Location of use with respect to the same or similar uses within a three hundred foot (300') radius of the perimeter of the described property.
- f. Any other criteria affecting public health, safety, and welfare, as provided for by written rules of the Commission.

Pursuant to Section 17.12.240(I) of the Casper Municipal Code, the Commission may impose reasonable conditions on a Conditional Use Permit, including, but not limited to, time limitations, requirements that one or more things be done before construction is initiated, or conditions of an ongoing nature. By way of illustration, not limitation, the following limitations or modifications can be placed upon a Conditional Use Permit, to the extent that such conditions are necessary to insure compliance with the criteria of Section 17.12.240(G) and (H):

1. Size and location of site;
2. Street and road capacities in the area;
3. Ingress and egress to adjoining public streets;
4. Location and amount of off-street parking;
5. Internal traffic circulation systems;
6. Fencing, screening, and landscaped separations;
7. Building bulk and location;
8. Usable open space;
9. Signs and lighting; and,
10. Noise, vibration, air pollution and other environmental influences.

Pursuant to Section 17.96.050(C), in addition to the criteria listed above, when reviewing Conditional Use Permits for off-premise signs, the Planning and Zoning Commission may also consider lighting, impacts on neighboring properties and the relationship of the proposed sign to existing on-premises signs in making their determination on the request.

Summary:

The application before the Planning and Zoning Commission requests approval of a Conditional Use Permit to install an off-premises sign (billboard) in a C-2 (General Business) zoning district, located at 1329 South Poplar Street. The subject property is occupied by a residential structure, and abuts properties zoned R-3 (One to Four Unit Residential) on the east, and C-2 (General Business) on the north, south and west. Land uses in the immediate vicinity are a mix of single and multi-family residential, as well as commercial. Pursuant to Section 17.96.050(C), off-premises signs require the approval of a Conditional Use Permit in order to be located in the C-2 (General Business) zoning district. The maximum size permitted for an off-premises sign in this location, would be two hundred fifty (250) square feet, and the maximum height would be fifty (50) feet. The proposed sign is thirty-five (35) feet in height and the face(s) are approximately 250 square feet in size.

An off-premises sign is defined as a sign that advertises or directs attention to a business that is located or conducted somewhere other than the same lot or parcel or within the same building upon which the sign is located. Off-premises signs along arterial and collector streets must maintain a minimum separation of three hundred (300) feet from other existing off-premises signs. Additionally, off-premises signs are not permitted within three hundred (300) feet of a historic district, any site on the National Register of Historic Places, public park, public school, church, or cemetery. Currently there are no known off-premises signs, or other restrictive elements located within three hundred (300) feet of the proposed sign.

Section 17.96.050(K)(3) prohibits the construction of off-premises signs when the sign/structure is within one hundred (100) feet of the boundary of a residential district. With regard to the subject property, a residential district exists directly to the east, on the opposite side of the alley; however, the sign structure is located at the front of the subject property, close to Poplar Street, and therefore exceeds the one hundred (100) foot limitation. Several years ago, the C-2 (General Business) zoning district was amended to allow residential uses, by right. A zoning definition of "residential district" does not exist in the Code, and could be subject to interpretation. For example, the C-2 (General Business) zoning district could be considered to be residential, mixed use, or commercial. The existing land uses surrounding the subject property are, by majority, residential; however, long-term, the redevelopment along South Poplar Street is likely to be commercial or mixed-use in nature.

The intended purpose of the restriction on locating an off-premises sign close to a residential area is presumed to be because residential uses and off-premises signs can be incompatible. The reason that only heavy commercial or industrial areas allow off-premises signs by right, and the C-2 (General Business) zoning district requires a Conditional Use Permit, is because heavy commercial and industrial areas are typically not located close to residential areas, and C-2 (General Business) zoning districts often are directly adjacent to residential areas, so compatibility must be assured.

Recommended Motion:

To assist the Planning and Zoning Commission with making a motion on the Conditional Use Permit, staff has prepared the following motion as an example:

Case number PLN-18-022-C, a Conditional Use Permit for an off-premise sign (billboard) in a C-2 (General Business) zoning district, located at 1329 South Poplar Street, shall be approved with the three (3) conditions stated above, for the following reasons:

1. The Conditional Use is consistent with the spirit, purpose, and intent of this Title; will not substantially impair the appropriate use of neighboring property; and will serve the public need, convenience, and welfare;
2. The Conditional Use is designed to be compatible with adjacent land uses and the area of its location.

Furthermore, the Planning and Zoning Commission finds that:

- a. The proposed sign face area will meet the maximum allowed, and the thirty-five (35) foot height of the sign will be less than the maximum height permitted in Section 17.96.050 of the Casper Municipal Code.
- b. The density of the proposed use in terms of units per acre and the number of offices, employees, occupants, or all three is not applicable in this case.
- c. The approval of a Conditional Use Permit will not increase the volume of business to the site of the off-premises sign.
- d. There will not be unreasonable congestion or a traffic hazard caused by the use, as determined by the City Engineer and the Community Development Director.
- e. There are no known off-premises signs within three hundred (300) feet of the proposed off-premises sign location.
- f. There are no other criteria, affecting public health, safety, and welfare, as provided for by written rules of the Commission.

CITY OF CASPER, WYOMING
PLANNING AND ZONING COMMISSION
PUBLIC HEARING

CONDITIONAL USE PERMIT

OCTOBER 18, 2018

FINDINGS OF FACT AND CONCLUSIONS OF LAW

Case PLN-18-022-C

The Planning and Zoning Commission of the City of Casper held a public hearing at 6:00 p.m., October 18, 2018, in the City Council Chambers, City Hall, 200 North David, Casper, Wyoming, to consider the following:

PLN-18-022-C – Petition for a Conditional Use Permit for an off-premise sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper Addition, located at 1329 South Poplar Street. Applicant: David Dewald and Lamar Advertising.

Having considered the evidence and testimony presented at the hearing, the Planning and Zoning Commission makes the following findings of fact and conclusions of law:

FINDINGS OF FACT:

1. David Dewald and Lamar Advertising applied for a Conditional Use Permit for an off-premise sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper Addition, located at 1329 South Poplar Street.
2. The subject property is zoned C-2 (General Business), and is occupied by a residential structure. The property abuts properties zoned R-3 (One to Four Unit Residential) on the east, and C-2 (General Business) on the north, south and west. Land uses in the immediate vicinity are a mix of single and multi-family residential, as well as commercial.
3. Section 17.96.050(C) of the Casper Municipal Code requires the approval of a Conditional Use Permit to locate an off-premises sign (billboard) in the C-2 (General Business) zoning district.
4. In order to approve a Conditional Use Permit, the Planning and Zoning Commission must consider, and make findings on the two reasons and six considerations found in Section 17.12.240 (G) and (H) of the Casper Municipal Code.

5. The petition for the Conditional Use Permit was submitted at least thirty (30) days prior to the Planning and Zoning Commission public hearing, as required by the Casper Municipal Code.
6. Property owners within a three hundred (300) foot radius of the perimeter of the property were notified by first class mail, of the date, time, and place of the public hearing, as required in Section 17.12.240(D) of the Casper Municipal Code.
7. The property was posted, and a public/legal notice was published in the Casper Star Tribune, as required in Section 17.12.240(D) of the Casper Municipal Code.

CONCLUSIONS OF LAW:

Based on the relevant factors set forth in Section 17.12.240(H), and the foregoing findings, the Commission has jurisdiction over the proposed Conditional Use pursuant to Section 17.12.240 of the Casper Municipal Code Zoning Ordinance of the City of Casper. NOW, THEREFORE, the Planning and Zoning Commission did not find:

1. The Conditional use is consistent with the spirit, purpose, and intent of this title; will not substantially impair the appropriate use of neighboring property; and will serve the public need, convenience, and welfare;
2. The Conditional Use is designed to be compatible with adjacent land uses and the area of its location.

In that the Planning and Zoning Commission did not make the necessary findings for the approval of a Conditional Use Permit, the requested Conditional Use Permit is hereby **denied**.

DATED this 18th day of October, 2018.

APPROVED AS TO FORM:



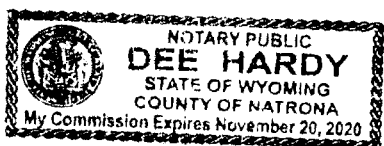
CITY OF CASPER
PLANNING AND ZONING COMMISSION

By: Don Redder
Don Redder, Chairman

By: Liz Becher
Liz Becher, Secretary

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 16th day of November, 2018, by Don Redder, as Chairman of the Planning and Zoning Commission of the City of Casper.



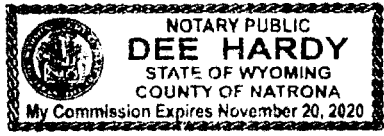
(Seal)

Dee Hardy
(Signature of notarial officer)

Notary
Title (and Rank)

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 19th day of November, 2018, by Liz Becher, as Secretary of the Planning and Zoning Commission of the City of Casper.



(Seal)

Dee Hardy
(Signature of notarial officer)

Notary
Title (and Rank)

TIMOTHY M. STUBSON
111 West 2nd Street, Suite 220
Casper, WY 82601
(307) 265-2279
tstubson@crowleyfleck.com

October 26, 2018

Craig Collins
City Planning Office
Casper City Hall
200 North David, Room 205
Casper, WY 82601

Carter Napier
City Manager's Office
Casper City Hall
200 North David
Casper, WY 82601

RE: *PLN-18-022-C – Petition for Conditional Use Permit*
David DeWald and Lamar Advertising


Dear Mr. Collins and Mr. Napier:

I am writing you on behalf of my client, Lamar Advertising, with respect to the above-referenced Conditional Use Permit application. I am writing pursuant to 17.12.240 (L) of the Casper City Ordinances. Lamar Advertising is a "person aggrieved or adversely affected by a final decision of the Commission". Lamar is hereby appealing the decision of the Planning and Zoning Commission (hereinafter "Commission") to deny the above-referenced Conditional Use Permit to the Casper City Council.

The decision of the Commission was issued at its meeting on October 18, 2018. City Ordinance 17.12.240 (L) provides ten calendar days from the date of the decision to submit a written request for an appeal hearing. Consequently, Lamar believes that it is timely in making this appeal.

If you need any further information from me, please let me know. Otherwise, we will await notice of the hearing in this matter. Thank you for your attention to this request.

Sincerely yours,



TIMOTHY M. STUBSON

**PLANNING AND ZONING MEETING
THURSDAY, October 18, 2018
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at www.casperwy.gov on the Meetings and Agendas web page. The Planning and Zoning Commission held a meeting at 6:00 p.m., on Thursday, October 18, 2018, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Bob King
 Fred Feth
 Randy Hein
 Don Redder
 Susan Frank
 Erik Aune

Absent Members: Ryan Waterbury

Others present: Liz Becher, Community Development Director
 Craig Collins, City Planner
 Dee Hardy, Administrative Support Technician
 Wallace Trembath, Assistant City Attorney
 David Dewald, 125 South Elk Street
 Tim Stubson, 259 South Center Street, Suite 204
 Jamie Rideout, 5591 Clarence Road, Windsor, CO
 Valerie White, 504 Milton Avenue
 Ken White, 1117 Oakcrest Avenue
 Jason Meyers, WLC, 200 Pronghorn Street

I. MINUTES OF THE PREVIOUS MEETING

Chairman Redder asked if there were additions or corrections to the minutes of the September 20, 2018 Planning & Zoning Commission meeting.

Chairman Redder called for a motion to approve the minutes of the September 20, 2018 Planning & Zoning Commission meeting.

Mr. King made a motion to approve the minutes of the September 20, 2018 meeting. The motion was seconded by Mr. Hein. All those present voted aye. Minutes approved.

II. PUBLIC HEARING

The Chairman advised the applicants that it takes four (4) affirmative votes to carry any motion not just a majority of those commission members present. Anything less than four (4) votes is a denial. Applicants can postpone their Public Hearing until next month in anticipation of more Planning Commission members being present, if they so desire.

PLN-18-022-C – Petition for a Conditional Use Permit for an off-premise sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper Addition, located at 1329 South Poplar Street. Applicant: David Dewald and Lamar Advertising.

Craig Collins, City Planner, presented the staff report and recommended that if the Planning and Zoning Commission finds that the requested Conditional Use Permit meets the two (2) reasons and six (6) findings necessary for the approval of a Conditional Use Permit found in Section 17.12.240 (G) and (H) of the Casper Municipal Code, as outlined below under the Code Compliance section of this staff report, it would be staff's recommendation that the Planning and Zoning Commission articulate its findings, and apply, at a minimum, the following conditions of approval:

1. Pursuant to Section 17.12.240(I) of the Casper Municipal Code, the Conditional Use Permit shall be "exercised," and all conditions shall be met within one (1) year of the date of approval, or the Conditional Use Permit shall become null and void.
2. The placement of the sign structure on the property shall be at a minimum, one hundred (100) feet from the adjacent residentially zoned property to the east.
3. The maximum height of the off-premises sign, as measured from the pavement on South Poplar Street to the top of the sign/structure, shall be limited to thirty-five (35) feet.

Mr. Collins entered six (6) exhibits into the record for this case.

Chairman Redder asked if there were questions for staff.

There were not any questions for staff.

Chairman Redder opened the public hearing and asked for the person representing the case to come forward and explain the application.

David Dewald, 122 South Elk Street, spoke in favor of this case.

Mr. Hein asked if the property would be used as a residence.

Mr. Dewald replied that it would be a residence and was currently rented to a couple.

Mr. Aune asked Mr. Dewald if he was familiar with the lighting plan for the billboard.

Mr. Dewald advised that Lamar would be in charge of lighting and he would defer the question to their representative.

Tim Stubson, 259 South Center Street, Suite 204, representing Lamar Advertising, advised that the lighting would be LED, have light pollution controls, and be electronically controlled to come on at dark and turn off at 11:00 p.m. Should there not be any advertising there would not be illumination. Regarding the location, the site is surrounded on three (3) sides by C-2 (General Business) zoning and residential across the alley. Currently a structure on the property would sit between the sign and homes across the alley. The proposed billboard shouldn't have any more impact than the trees that were previously on the site. The billboard meets setbacks to minimize impacts on neighboring properties. He noted that it would replace a billboard that has been lost on Poplar Street. With respect to the one (1) public comment received by staff, the sign will be set up for minimal impact on the neighborhood.

Ms. Frank inquired about the type of sign that would be placed at the proposed location?

Mr. Stubson replied it would not be a rolling digital sign, and deferred the question to Jamie Rideout with Lamar.

Jamie Rideout, Lamar Advertising, 5591 Clarence Dr., Windsor, CO, stated that the sign would be a static poster billboard, meaning vinyl stretched out over the sign, and not a digital sign.

Ms. Frank asked if there would be information on both sides of the billboard.

Mr. Rideout advised that there would be information placed on both sides of the billboard.

Chairman Redder asked for anyone wishing to comment in favor of or opposition to this case.

Valerie White, 504 Milton, stated that she owns the property directly to the north of the proposed billboard located at 1321 South Poplar Street, a two-story duplex. The proposed sign will block light and her renters will have only a view of the back of the billboard. The billboard will make her property difficult to rent and could affect the value of the property. She advised that she has a mortgage on this property, and the rent makes the mortgage payment. Her long term renter has expressed that he will move if a billboard is placed at the proposed location. She stated that placing the proposed billboard at the proposed site would not be advantageous to her.

Chairman Redder asked for anyone wishing to comment in favor of or opposition to this case.

There being no one to speak, Chairman Redder closed the public hearing and entertained a motion to approve, approve with conditions, deny, or table PLN-18-022-C a request for an off-premise sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper, located at 1329 South Poplar Street.

Mr. King, for the purposed of allowing discussion, made a motion to approve case PLN-18-022-C, for an off-premise sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper, located at 1329 South Poplar Street, with Conditions #1-3, for the two (2) Reasons and illustrative Findings A-F listed in the staff report. The motion was seconded by Mr. Aune.

Discussion:

- Personal reservations with the location for the proposed billboard.
- Currently zoned C-2 (General Business), and proposed location currently residential in character not business.
- Billboard is out of place in this location.

Chairman Redder asked the Planning and Zoning Commission to cast their vote. With all members voting nay. The motion failed.

The Chairman advised the applicants that it takes four (4) affirmative votes to carry any motion not just a majority of those commission members present. Anything less than four (4) votes is a denial. Applicants can postpone their Public Hearing until next month in anticipation of more Planning Commission members being present, if they so desire.

PLN-023-S – Site plan (design) approval for the construction of a commercial center, including a bank, a restaurant, and retail spaces (15,400 total square feet of building footprints), on Lot 1, Topol Addition, located at 4140 Centennial Hills Boulevard. Applicant: True Land and Realty.

Craig Collins, City Planner, presented the staff report and recommended that if the Planning and Zoning Commission finds that the site plan meets the minimum requirements of the Casper Municipal Code, staff recommends that the Planning and Zoning Commission approve the site plan with the following conditions:

1. All on-site lighting shall be designed to reduce off-site glare and light pollution. All exterior lighting fixtures, including both building and parking lot lighting, shall be fully shielded (full-cutoff). Pursuant to the Casper Municipal Code, no light pole may be taller than thirty (30) feet in height.
2. The applicant shall provide a standard five (5) foot wide sidewalk connection from the internal sidewalks on the site to the pedestrian trail along Wyoming Boulevard.

3. Prior to the issuance of a building permit, the applicant shall obtain both City and WYDOT approval of an engineered drainage study, and shall remove existing drainage easements, and establish new ones, via a replat.
4. Prior to the issuance of a building permit or a permit to construct public improvements, water line easements shall be provided in a form acceptable to the City for mains and fire hydrants on the site.

Mr. Collins entered eight (8) exhibits into the record for this case.

Chairman Redder asked if there were questions for staff.

Mr. Feth stated that this item was before the Planning and Zoning Commission a few months ago. He asked if this was an update.

Mr. Collins stated that the Planning and Zoning Commission changed the subdivisions allowable uses, removing the restriction on restaurants with a drive through. That change made them a permitted use.

Chairman Redder opened the public hearing and asked for the person representing the case to come forward and explain the application.

Ken White, 1117 Oakcrest Avenue, spoke on behalf of the applicant and advised the site plan had been submitted to build a Hilltop Bank branch. The remaining retail space is speculative with no immediate plans to build, and would be built in phases. He stated that the four (4) Conditions listed in the staff report were acceptable, but he asked for clarification of Condition #2 requiring a standard five (5) foot sidewalk connection from the internal sidewalks on the site to the pedestrian trail along Wyoming Boulevard.

Mr. Collins stated that connection to a pedestrian amenity (public trail) for the area to the north should be provided. He noted that in past experiences residents will make a path to get to a location. By putting in this sidewalk it will make it as easy as possible for pedestrians to get to the site from the adjacent trail.

Mr. White asked if a Wyoming Department of Transportation (WYDOT) easement would be required.

Mr. Collins advised that sidewalks are typically built within the right-of-way, but that staff would work with the applicant and the Wyoming Department of Transportation (WYDOT) should that be a requirement.

Wallace Trembath, Assistant City Attorney, advised that for the purposes of the record, should the Commission want to clarify the condition regarding a sidewalk, some additional language would be required, and they should state to connect at xyz point subject to the approval of Wyoming Department of Transportation (WYDOT) or an appropriate easement granted.

Ms. Frank asked the applicant if he had been provided the comments that were received by staff, and could the site be designed to not have trash on the north side of the lot.

Mr. White advised that he did receive those comments and they do intend to be a good neighbor. Trash will be enclosed, the restaurant would be located in the building on the west side not the building to the north, closest to Mr. Hamilton. He noted at the present time he is working with Casper Orthopedics to place some type of business related to the medical field in the north building.

Chairman Redder commented that he travels that road at peak times, and during peak hours there will be a large number of people in this area. He advised that he likes the right turn only out of the proposed site.

Mr. Aune asked about the landscaping plan and would it be constructed in phases well. He advised that his concern was for the residences to the north.

Mr. White stated that they intended to complete everything including landscaping at one time. The only part of the site plan that will be done in phases would be the construction of the buildings.

Chairman Redder asked for anyone wishing to comment in favor of or opposition to this case.

Jason Myer, Worthington, Lenhart and Carpenter, 900 Pronghorn Street, spoke in favor, and asked if the Commission had any other questions. He noted that the site has turned out to be very complicated. He advised that the applicant is willing to put in sidewalks and there would be some engineering challenges in doing so.

Mr. Hein inquired about placing the sidewalk at the north corner of site, going up in a straight shot.

Mr. Myer advised it could, however, there would be a big slope.

There being no others to speak, Chairman Redder closed the public hearing and entertained a motion to approve, approve with conditions, deny, or table PLN-18-023-S site plan approval for construction of a commercial center, including a bank, a restaurant, and retail spaces (15,400 total square feet of building footprints), located at 4140 Centennial Hills Boulevard

Mr. King made a motion to approve case PLN-18-023-S site plan approval for construction of a commercial center, including a bank, a restaurant, and retail spaces (15,400 total square feet of building footprints), located at 4140 Centennial Hills Boulevard with Conditions #1-4 listed in the staff report, and proposed to modify Condition #2 to read, upon review and approval from the Wyoming Department of Transportation (WYDOT), Owner shall

construct a five (5) foot wide sidewalk connection from the internal sidewalks on the site to the pedestrian trail along Wyoming Boulevard. The motion was seconded by Ms. Frank.

Discussion:

- Two (2) letters received were not in opposition, and simply stated some concerns that have been addressed by staff.
- Elevation change on the site is natural barrier between the proposed site and residents to the north.
- Access is confusing but has been approved by Engineering.
- Required parking spaces have been reduced due to different times types of businesses are utilized.

Chairman Redder asked members to cast their vote. With all members present voting aye. The motion carried.

Mr. Collins advised that a site plan has a time limit of three (3) years.

III. COUNCIL ACTIONS:

Zone Change of 143, 145, 159 and 169 West K Street, to R-5 (Mixed Residential).

IV. SPECIAL ISSUES:

Commissioner Renewals – Review terms, and communicate whether or not individual Commissioners are interested in continuing to serve. Ascertain how many openings we need to fill.

Ms. Becher advised that Mr. Redder and Mr. Waterbury are not eligible for reappointment. Ms. Frank and Mr. Feth are eligible for reappointment. She asked those wishing reappointment to provide letters to the Planning Office by Friday, November 9, 2018.

Ms. Becher advised that the Historic Preservation Commission would like to have a Planning Commission liaison sit on their Commission. They currently meet the second

Monday of each month at 8:30 a.m. The Historic Preservation Commission meeting minutes will be provided to you each month as part of the packet. Staff hopes that this will tie in with the direction provided by the Comprehensive Land Use Plan. She asked the Planning Commission to think it over and let staff know at the December meeting if you would be interested. Mr. King suggested waiting until new members are on the Commission before selecting a representative.

V. COMMUNICATIONS:

A. Commission:

Mr. Feth provided an Old Yellowstone District (OYD) update. The last meeting was held September 22, and covered the update to Midwest Avenue, Rocky Mountain Power updating the electrical system within the Old Yellowstone District (OYD), State Office Building, and Art Council and local artists are working on landscaping to place art around the State Office Building, the Request for Proposal of the remaining Plains Buildings, and Christmas lights will be placed on the light poles located in the OYD.

B. Community Development Director:

Ms. Becher stated the Fall, 2018, WYOPASS conference was held in Douglas, WY, October 17-19, and thanked Mr. King and Mr. Hein for attending. Mr. King stated that it was a joint conference this year with WYOPASS and Wyoming Geospatial Organization of Wyoming. He is now familiar with (GUI) Graphical User Interface. Mr. Hein stated he was impressed with the technology piece and the incredible maps. Mr. King advised that there were two (2) staff members in attendance.

Ms. Becher stated there would be a training Wednesday, October 24, 2018, where she would introduce Renee Hardy, Metropolitan Planning Organization.

C. Other Communications:

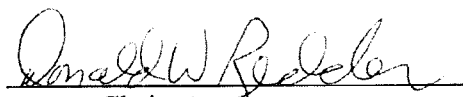
There were none.

D. Council Liaison:

There were none.

VI. ADJOURNMENT

Chairman Redder called for a motion for the adjournment of the meeting. A motion was made by Ms. Frank and seconded by Mr. King to adjourn the meeting. All present voted aye. Motion carried. The meeting was adjourned at 7:12 p.m.


Chairman


Secretary

Video of the Planning & Zoning Meeting, dated October 18, 2018

<https://www.youtube.com/watch?v=jKl8bGXKKBQ&feature=youtu.be>



4425 N 24TH ST. - STE 200
 PHOENIX, AZ 85016
 602-230-8634 / 800-525-8509
 FAX 602-230-9071

TITLE: Cover Sheet

JOB #:
 ENG. #: G-10968
 DATE: May-18
 BY: FS
 SHEET: COV

COVER SHEET

CUSTOMER: LAMAR ADVERTISING

LOCATION: CASPER, WY

SIZE OF FACE: 11 X 23 (ft)

H.A.G.L.: 23.5 (ft) OA HEIGHT: 35 (ft)

WIND LOAD: 115 MPH

SOIL: 150/300 (psf/ft)

STRUCTURE DESIGN:

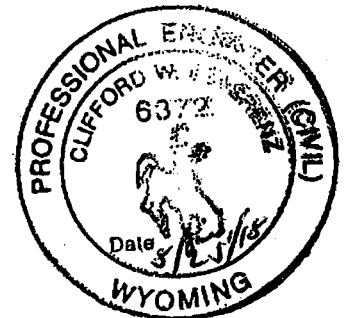
- CENTER MOUNT
- PARTIAL FLAG - DISTANCE = _____
- FULL FLAG - COLUMN LOCATION _____
- OFFSET = _____ (ft)
- V-BUILD ° ANGLE OR 10 (ft) MAX OPENING
- BACK TO BACK
- SINGLE-FACE
- MULTI POST DESIGN - SPACING = _____ (ft)
- ENCLOSURE

FOOTING DESIGN:

- ROUND
- SQUARE
- SPREAD

SPECIAL CONDITIONS:

REVISIONS:



SEP 14 2018

Clifford W. Hengstler
 5/25/18



4425 N 24TH ST. - STE 200
PHOENIX, AZ 85016
602-230-8634 / 800-525-8509
FAX 602-230-9071

TITLE: Specifications

JOB #:
ENG. #: G-10968
DATE: May-18
BY: JSW
SHEET: 1

DESIGN SPECIFICATIONS

CODE: 2015 IBC

STEEL:

WIDE FLANGES: ASTM A992, $F_y = 50$ ksi

OTHER PLATES AND SHAPES: ASTM A36, $F_y = 36$ ksi

PIPE SECTIONS: ASTM A53B, A252 OR API 5LX, F_y AS NOTED

WELDING: AWS D1.1

BOLTS: ASTM A307 OR A325N AS NOTED

CONCRETE: $f'_c = 3000$ psi AT 28 DAYS (DESIGNED AT 2500)

REINFORCING STEEL: ASTM A706, GRADE 60 ($F_y = 60$ ksi)

WOOD: DOUGLAS FIR LARCH #2

FOUNDATION: IBC TABLE 1806.2 (CLASS 4 MATERIAL)
ALLOWABLE BEARING PRESSURE = 2000 psf
PASSIVE LATERAL RESISTANCE
(1806.3.4) 150 x 2 = 300 PSF/FT

DESIGN LOADS:

WIND: 115 MPH - EXPOSURE C

LIVE:

CATWALKS: 40 psf OR 300#


DEAD:

SIGN FACE: 2.5 PSF

DIGITAL DISPLAY: N/A

PIGEON PAN: N/A

OTHER MEMBERS AS NOTED IN CALCULATIONS

	4425 N 24TH ST. - STE 200 PHOENIX, AZ 85016 602-230-8634 / 800-525-8509 FAX 602-230-9071	TITLE: Wind Pressures	JOB #: ENG. #: G-10968 DATE: May-18 BY: FS SHBET: WIND (2)

Wind Load Design for 2015 IBC / ASCE 7-10

$P_w = q_z G C_f$ ASCE 29.4.1 (Eq. 29.4-1, modified to change to pressure in lieu of force)
 $q_z = 0.00256(K_z)(K_{zt})(K_d)(V^2)$ ASCE 29.3.2 (Eq. 29.3-1)
 $C_f =$ See Below ASCE Figure 29.4-1
 $K_{zt} = 1.0$
 $K_d = 0.85$ ASCE Table 26.6-1
 $G = 0.85$
 $V = 115$ Risk Category II
 $K_z = 1.01$ (Exposure C) ASCE Table 29.3-1

Structures to be designed using load combination D + L + 0.6W

C_f Calculations per ASCE Figure 29.4-1

Sign Width (B) = 23
 Sign Overall Height (h) = 35
 Sign HAGL = 23.5
 Sign Face Height (s) = 11.5
 Clearance Ratio (s/h) = 0.3286
 Aspect Ratio (B/s) = 2.000

Case A and Case B

$C_f = 1.8$ $0.6p_w = 26.68$

use 27 psf (with arrow pointing to 26.68)

Case C

Not applicable as $B/s \leq 2$

Overall Height (ft)	0-15	K _z (Exposure C)	0.85
	20		0.90
	25		0.94
	30		0.98
	40		1.04
	50		1.09
	60		1.13
	70		1.17
	80		1.21
	90		1.24
	100		1.26
	120		1.31
140	1.36		
160	1.39		



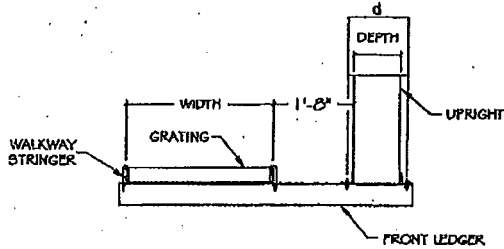
4425 N 24TH ST. - STE 200
PHOENIX, AZ 85018
602-230-8634 / 800-525-8509
FAX 602-230-9071

TITLE:
FRONT WALKWAY DESIGN

JOB #:
ENG. #: G-10968
DATE: May-18
BY: FS
SHEET: 3

FRONT WALKWAY DESIGN :

Walkway Width, (W) =	2	ft
Upright Depth (D) =	8	in
d =	11	in
Upright Spacing (L1) =	14	ft
Walkway Cantilever (L2) =	4.33	ft



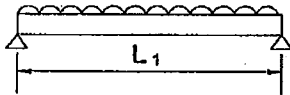
WALKWAY STRINGER DESIGN :

DEAD LOAD :

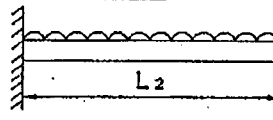
Stringer (L5x3x1/4) : 6.6 plf x 2 = 13.20 plf
Grating : 2.00 psf x 2 ft = 4 plf
10 % Misc. : = 1.72 plf
TOTAL = 18.92 plf

LIVE LOAD :	
Uniform Load =	40 psf.
Point Load =	300 lbs.

SIMPLE SPAN : L₁ = 14 ft



CANTILEVER : L₂ = 4.33 ft



DEAD LOAD

$$M_{DL} = 18.92 \times \left(\frac{14}{8} \right)^2 = 483.5 \text{ ft-lbs}$$

LIVE LOAD

$$M_{\text{point load}} = 300 \times \left(\frac{14}{4} \right) = 1050 \text{ ft-lbs}$$

$$M_{\text{uniform load}} = \left(\frac{40 \times 2}{8} \right) \left(\frac{14}{2} \right)^2 = 1980 \text{ ft-lbs}$$

$$M_{\text{TOTAL}} = 483.5 + 1980 = 2463.5 \text{ GOVERNS}$$

$$M = \frac{2463.5}{2 \text{ STR}} = 1.232 \frac{\text{ft-kip}}{\text{stringer}}$$

$$S_{\text{req}} = \frac{\Omega M}{F_y} = \frac{1.67 \times (14.54)}{36} = 0.676 \text{ in}^3 < 1.51 \text{ in}^3 \text{ OK}$$


LIVE LOAD

$$M_{\text{point load}} = 300 \times 4.33 = 1299 \text{ ft-lbs}$$

$$M_{\text{uniform load}} = \left(\frac{40 \times 2}{2} \right) \left(\frac{4.33}{2} \right)^2 = 749.96 \text{ ft-lbs}$$

$$M_{\text{TOTAL}} = 177.4 + 1299 = 1476.4$$

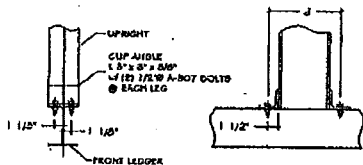
USE : L5x3x1/4 AT FRONT WALKWAY S_x = 1.51 in³

 4425 N 24TH ST. - STE 200 PHOENIX, AZ 85016 302-230-8634 / 800-525-8509 FAX 602-230-9071	TITLE:	JOB #:
	FRONT WALKWAY DESIGN	ENG. #: G-10968 DATE: May-18 BY: FS SHEET: 4

FRONT WALKWAY DESIGN CONT. :

FRONT LEDGER: USE: W 6 x 9 OK BY INSPECTION

CONNECTION : UPRIGHT TO LEDGER



BOLTS DESIGN :

$$T = \frac{M}{d} \quad d = 11 \text{ in}$$

$$M = \left[(18.02 \text{ plf} + (2 (40.0 \text{ psf}))) \times 14 \text{ ft} \right] \left[\frac{3.125}{2} + 1.67 + 1 \right] = 5.86 \text{ ft-k}$$

$$T = \frac{5.86 \times 12}{11} = \frac{6.39 \text{ k}}{2 \text{ bolts}} = 3.20 \text{ k/bolt}$$

$$\text{TRY: A307 x } 1/2 \text{ dia. Bolt} \quad A = \frac{\pi d^2}{4} = \frac{3.14 \times (0.50)^2}{4} = 0.196 \text{ in}^2$$

$$M_{allow} = 0.196 \frac{(45)}{2} = 4.42 \text{ k} > T \quad \text{OK}$$

USE: (2) - 1/2" Ø A307 BOLTS

Expanded Metal

Style	Weight in lbs. per C.S.F.	Standard Sizes in Feet	Size of Openings in inches	Center to Center of Bond in inches	Size of Strands in inches	Percent Open Area	Nb. of Diamonds per ft. SWD	Overall Thickness in inches
-------	---------------------------	------------------------	----------------------------	------------------------------------	---------------------------	-------------------	-----------------------------	-----------------------------

CARBON STEEL GRATING-ASTM A1011

	Plain	Galv.	Width	Length	Width	Length	Width	Length	Width	Thickness			
3 lb	300	320	4-6	8-10	0.938	3.438	1.333	5.330	0.261	0.183	73	9	0.500
4 lb	400	430	4-5-6	8-10	0.938	3.438	1.333	5.330	0.297	0.215	65	9	0.625
5 lb	500	550	4-5-6	8-10	0.813	3.375	1.333	5.330	0.327	0.250	52	9	0.625
7 lb	700	750	4-8	8	0.813	3.375	1.412	5.330	0.388	0.312	60	8.5	0.750

Above conforms to ENMMA 557-99

ANY MFR CONFORMING TO THIS STANDARD IS ACCEPTABLE

ALUMINUM GRATING-ALLOY 5052 H32

2 lb	200		4-6	8	1.000	3.600	1.333	5.330	0.235	0.250	77	9	0.460
------	-----	--	-----	---	-------	-------	-------	-------	-------	-------	----	---	-------

Above conforms to ENMMA 557-99

CARBON STEEL LONG LENGTH SWD (CATWALK GRATING)-ASTM A 569/569M

3 lb	300	320	8-10	2-2.6-3-4	0.938	3.438	1.333	5.330	0.261	0.183	73	9	0.500
4 lb	400	430	8-10	2-2.6-3-4	0.938	3.438	1.330	5.330	0.297	0.215	65	9	0.625
5 lb	500	550	8-10	2-2.6-3-4	0.813	3.375	1.333	5.330	0.327	0.250	52	9	0.625

Above conforms to ENMMA 557-99

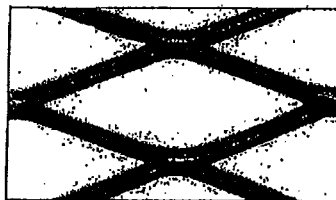
ALUMINUM LONG LENGTH SWD (CATWALK GRATING)-ALLOY 5052 H32

2 lb	200		4-6	8	1.000	3.600	1.333	5.330	0.235	0.250	77	9	0.460
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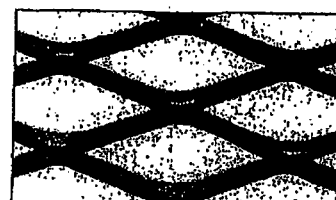
Above conforms to ENMMA 557-99



2.0 lb-3.0 lb-4.0 lb-5.0 lb-6.25 lb-7.0 lb



3.14 lb



4.27 lb

Style	Weight in lbs. per C.S.F.	Standard Sizes in Feet	Size of Openings in inches	Center to Center of Bond in inches	Size of Strands in inches	Percent Open Area
-------	---------------------------	------------------------	----------------------------	------------------------------------	---------------------------	-------------------

ORNAMESH CARBON STEEL-ASTM A 1011-ALUMINUM ALLOY 5005 H34

	Plain	Width	Length	Width	Length	Width	Length	Width	Thickness	
Steel	1.590	4-6	8	1.327	6.400	1.550	7.100	0.122	0.131	65
Aluminum	0.630	4-8	8	1.250	6.125	1.500	5.330	0.125	0.134	65

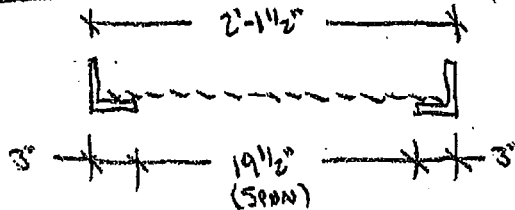
Above conforms to ENMMA 557-99



WALKWAY GRATING

LOADS: 40 PSF OR 300# CONC LOAD
↑ DISTRIBUTE PER 1607.4

2' WALKWAY



• CONC LOAD GOVERNS
• CONVERT TO PSF
= $\frac{300}{(2)(2.5)} = 60 \text{ PSF}$

USE 2.0# CARBON STEEL GRATE FOR 2' WALKWAYS

3' WALKWAY

SPAN = 31.5"
LOAD = $\frac{300}{(2.5)(2.5)} = 48 \text{ PSF}$

USE 3.0# OR 3.14# CARBON STEEL GRATE FOR 3' WALKWAYS

SEE FOLLOWING SHEETS

GRATING MFG SHALL BE IN CONFORMANCE W/ ENMA 557-99

Expanded Metal Grating

7

LOAD & DEFLECTION TABLE

Deflections shown in shaded areas can be safely used at the discretion of the engineer; however, those deflections exceed 1/4".

Grating Size	Load Condition	Span	Load in Pounds										Deflection in Inches				
			50	100	150	200	250	300	350	400	450	500	1/4"	1/2"	3/4"		
2.0# CARBON STEEL	C	18"	.052	.105	.158	.211	[shaded]										
		24"	.126	.250	.376	[shaded]											
		30"	.244	[shaded]													
	U	18"	.049	.099	.147	.196	.245	[shaded]									
		24"	.155	[shaded]													
		36"	[shaded]														
3.0# CARBON STEEL	C	24"	.068	.132	.197	[shaded]											
		30"	.116	.228	[shaded]												
		36"	.102	[shaded]													
	U	24"	.073	.148	.220	[shaded]											
		30"	.155	[shaded]													
		36"	[shaded]														
3.14# CARBON STEEL	C	24"	.049	.094	.140	.187	.234	[shaded]									
		30"	.089	.198	[shaded]												
		36"	.180	[shaded]													
	U	24"	.057	.116	.173	.230	[shaded]										
		30"	.129	[shaded]													
		36"	[shaded]														
4.0# CARBON STEEL	C	24"	.031	.084	.096	.128	.160	.182	.224	.256	[shaded]						
		30"	.080	.120	.180	.240	[shaded]										
		36"	.101	.205	[shaded]												
	U	24"	.037	.073	.111	.147	.184	.222	[shaded]								
		30"	.068	.135	.205	[shaded]											
		36"	.180	[shaded]													
4.27# CARBON STEEL	C	24"	.038	.078	.116	.156	.196	.235	[shaded]								
		30"	.081	.163	.245	[shaded]											
		36"	.124	.250	[shaded]												
	U	24"	.038	.079	.120	.160	.200	.240	[shaded]								
		30"	.078	.166	.235	[shaded]											
		36"	.188	[shaded]													
5.0# CARBON STEEL	C	24"	.023	.047	.070	.093	.116	.140	.164	.188	.210	.234	[shaded]				
		30"	.033	.087	.130	.174	.217	[shaded]									
		36"	.078	.154	.230	[shaded]											
	U	24"	.025	.050	.075	.100	.125	.150	.175	.200	.225	.250	[shaded]				
		30"	.081	.123	.184	.246	[shaded]										
		36"	.133	[shaded]													

AT SPAN = 19 1/2" * LOAD = 60PSF; Δ = 0.091" ∴ OK
FOR 2' walkway

AT SPAN = 31 1/2" * LOAD = 48 PSF; Δ = 0.20" ∴ OK
FOR 3' walkway



Expanded Metal Grating

8

LOAD & DEFLECTION TABLE

Grating Style	Lead Cond.	Clear Span	Load in Pounds										Deflection in Inches															
			50	100	150	200	250	300	350	400	450	500	50	100	150	200	250	300	350	400	450	500						
6.25# CARBON STEEL	c	24"	.015	.030	.045	.060	.075	.090	.105	.120	.135	.150																
		30"	.035	.069	.103	.137	.171	.208	.240																			
		36"	.054	.108	.161	.216																						
		42"	.084	.168	.247																							
		48"	.117	.236																								
		54"	.167																									
		60"	.226																									
	72"																											
	u	24"	.017	.035	.054	.072	.090	.110	.127	.145	.164	.181																
		30"	.045	.091	.135	.180	.226																					
		36"	.082	.164																								
		42"	.150																									
		48"																										
		54"																										
60"																												
7.0# CARBON STEEL	c	30"	.050	.061	.090	.121	.152	.182	.212	.242																		
		36"	.061	.101	.151	.201																						
		42"	.085	.130	.195																							
		48"	.095	.190																								
		54"	.143																									
		60"	.203																									
		72"																										
	u	30"	.039	.079	.118	.157	.196	.236																				
		36"	.085	.170																								
		42"	.126																									
		48"	.210																									
		54"																										
		60"																										
		72"																										
2.0# ALUMINUM	c	18"	.019	.039	.059	.079	.099	.119	.139	.159																		
		24"	.046	.092	.138	.184	.230																					
		30"	.092	.181																								
		36"	.126																									
		42"																										
		48"																										
		54"																										
	u	18"	.017	.034	.051	.068	.085	.103	.121	.139	.157																	
		24"	.047	.094	.141	.180	.236																					
		30"	.108	.216																								
		36"	.213																									
		42"																										
		48"																										
		54"																										

CONCENTRATED LOAD: A load that is concentrated over a small area. Example, a pedestrian load, or light equipment load. Concentrated loads are shown in lbs per ft. of grating width measured perpendicular to span. (ft. in SWD Direction)

DEFLECTION: The deviation in inches from the original plane when the grating is placed under a load.

UNIFORM LOAD: A load that is equally distributed over all of the clear span. Measured in lbs per sq. ft. (i.e., inventories stacked on shelving.)

CLEAR SPAN: The distance between supporting members measured from the inside bearing point of one supporting member to the inside bearing point of the next supporting member.

AMICO GRATING APPLICATION GUIDE

This table is a convenient means of selecting grating for typical walk-way installations. If the distance between supports, and the load to be carried are known, the most economical type of grating to be used may be selected from the table below. Expanded metal grating has its greatest resistance to bending in the direction of the long way of the diamond. The LWD should always be placed across the span for best results.

Concentrated Load Lbs Per Foot of Width	LOAD IN POUNDS			CLEAR SPAN			
	20"	30"	36"	40"	48"	54"	60"
Occasional Pedest. Load (Walkway Washers)	50#	3.0#	3.0#	3.0#	4.0#	5.0#	6.25#
Normal Pedest. Load	100#	3.14#**	3.14#**	3.14#**	4.27#**	4.27#**	
	150#	3.0#	4.0#	5.0#	6.25#		
Heavy Pedest. (With Light Equip.)	200#	3.14#**	4.27#**				
	250#	4.0#	5.0#				
300#	4.27#**						
	350#	4.0#	6.25#				
400#	4.27#**						

*3.14# grating in lieu of 3# if the application requires a grating having a larger diamond. Example: Outside catwalk in ice and snow.

**4.27# grating may be used in lieu of 4# if the application requires a smaller diamond to afford protection from dropped tools and other objects.





4425 N 24TH ST. - STE 200
PHOENIX, AZ 85016
602-230-8634 / 800-325-8589
FAX 602-230-9071

TITLE:

UPRIGHT DESIGN

JOB #:

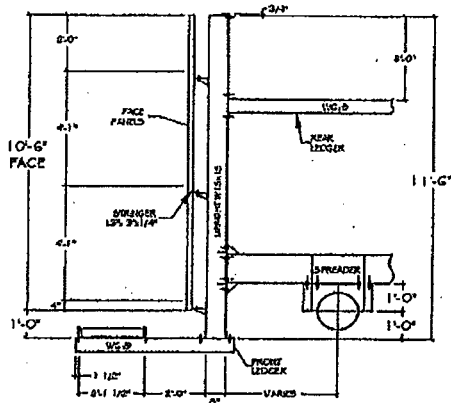
ENG. #: G-10968

DATE: May-18

BY: FS

SHEET: 9

UPRIGHT DESIGN



SIGNPANEL WTG., P_{DL} =	1.10	K
# Of Uprights =	2	
Max Wind Pressure =	0.02700	ksf
Height, H =	9	ft
Upright Trib. =	11.33	ft
$e = \pm$	2	ft

$w = 0.0270 \times 11.33 = 0.3059 \text{ kf}$

$M_{Wind} = 0.3059 \times (9.00)^2 / 2 = 12.39 \text{ ft-k} / 2 \text{ uprights}$

$M_{Wind} = 12.39 \text{ ft-k} / 2 \text{ Uprights} = 6.19 \text{ ft-k per upright}$

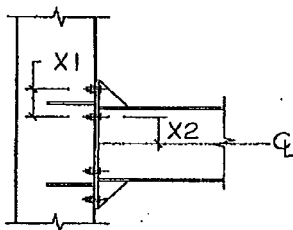
$M_{Sign} = P_{DL} \times e = 1.10 \times 2 = 2.20 \text{ ft-k per upright}$

$M_{total} = 8.39 \text{ ft-k per upright}$

USE: W 8 x 13

$M_{capacity} = 16.5 \text{ ft-k}$ UBL: 9'-6"

CONNECTION



DEAD LOAD:

							Per Upright
SIGN Panel =	2.5 psf	x	11.33 ft Trib.	x	10.5 ft	=	297.41 lbs
Hang rail (L3x3x1/4) =	4.9 plf	x	11.33 ft Trib.	x	1	=	55.82 lbs
Stringer (L4x4x1/4) =	6.8 plf	x	11.33 ft Trib.	x	3	=	224.33 lbs
Front Walkway (L5x3x1/4) =	6.8 plf	x	11.33 ft Trib.	x	2	=	149.66 lbs
grating =	2.00 psf	x	11.33 ft Trib.	x	2 ft	=	45.32 lbs
Upright (W 8 x 13) =	13.0 plf	x	11.50 ft			=	149.60 lbs
Front Ledger (W6x0) =	9 plf	x	4.50 ft			=	40.50 lbs
Rear Ledger (W6x0) =	9 plf	x	4.2 ft			=	37.80 lbs
Misc. 10% =						=	99.99 lbs
							$P_{DL} = 1099.9 \text{ lbs}$

X1 =	4.5	in
X2 =	4.5	in

Try: 1/2 ϕ A325 Bolts $A_{bolt} = 0.196 \text{ in}^2$

$M_{total} = 8.39 \text{ ft-k}$

$V = 1,100 \text{ k}$

$I = 4 (4.5)^2 + 4 (9.0)^2 = 405 \text{ in}^4$

$T = \frac{8.39}{405} \times 12 \times 9.0 = 2.24 \text{ k/bolt}$

$V = \frac{1.10}{8 \text{ bolts}} = 0.14 \text{ k/bolt}$

$F_T = 45 \text{ ksi}$

$f_T = \frac{2.24 \text{ k}}{0.196 \text{ in}^2} = 11 \text{ ksi}$

$f_T < F_T \text{ OK}$

USE: (8) - 1/2 ϕ A325 BOLTS

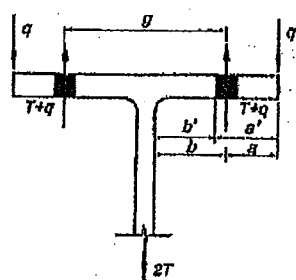


4425 N 24TH ST. - STE 200
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 FAX 602-230-9071

TITLE:
 UPRIGHT FLANGE BENDING

JOB #:
 ENG. #: G-10968
 DATE: May-18
 BY: FS
 SHEET: 10

UPRIGHT FLANGE BENDING: Prying action governs design. Design flange thickness per
 AISI 13th Edition on pg. 9-10



Check Saddle Beam :		W8X13
T = 2.24 K		t _f = 0.255 in.
b _f = 4.00 in.		
t _w = 0.230 in.	b' = 0.76	b = 1.01 in.
gage = 2.25 in.	δ = 0.75	a = 0.875 in.
d _{bolt} = 0.5 in.	α' = 1	F _u = 65 ksi
d' _{bolt} = 0.563 in.	β = 4.355	
B = 8.83 K	ρ = 0.6756	
p = 2.25 in.	α' = 1.125	

a) prying forces in tee

t_{min} = 0.210 in. < 0.255 in. OK

NOTE : 1. Add 1/4" stiffeners b/w Bolts.

$$t_{min} = \sqrt{\frac{6.66Tb'}{pF_u(1 + \delta\alpha')}}$$

Where : F_u = Specified minimum tensile strength of connecting element, ksi.

$\delta = 1 - \frac{d'}{p}$ ratio of the net area at bolt line to gross area out face of the stem or leg of angle.

α' = 1 if β ≥ 1

α' = the lesser of 1 and $\frac{1}{8} \left(\frac{\beta}{1-\beta} \right)$ if β < 1

$\beta = \frac{1}{\rho} \left(\frac{B}{T} - 1 \right)$ $\rho = \frac{b'}{a'}$

$a' = \left(a + \frac{d_b}{2} \right) \leq \left(1.25b + \frac{d_b}{2} \right)$ $b' = \left(b - \frac{d_b}{2} \right)$

- T = Required strength, kips
- b = Distance from bolt centerline to the face of the tee stem, in.
- d_b = Bolt diameter, in.
- a = distance from the bolt centerline to the edge of the fitting, in.
- B = available tension per bolt per Table 7-2
- p = Tributary length per pair of bolts for a tee. Which should preferably not to exceed the gage between the pair of bolts, g



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TITLE:

SPREADER DESIGN

JOB #:

ENG. #: G-10968

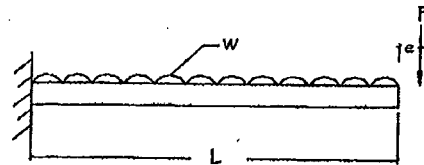
DATE: May-18

BY: FS

SHEET: //

SPREADERS : SPREADERS CANTILEVER FROM FIXED CONNECTION AT TORSION

e =	1	ft
V-size =	10	ft
MAX CANTILEVER = (V-size) / 2 - 1 =	4	ft
SELF WTG. OF SPREADER, w =	0.016	k/ft
DEAD LOAD OF HEAD STRUCTURE, P =	1.100	k
M _{wind} FROM UPRIGHT =	6.19	ft-k



$$M_{self\ wtg.} = \frac{wl^2}{2} = \frac{0.016 \times (4)^2}{2} = 0.128 \text{ ft-k}$$

$$M_{DL\ of\ head} = P(l + e) = 1.10 \times (4 + 1) = 5.5 \text{ ft-k}$$

$$M_{TOTAL} = M_{wind\ from\ upright} + M_{self\ wtg.} + M_{DL\ of\ head} = 11.82 \text{ ft-k}$$

USE: W 12 x 16

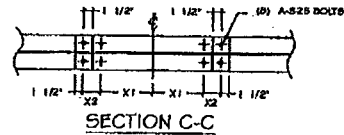
$$M_{allow} = 34 \text{ ft-k @ UBL} = 7 \text{ FT}$$

CONNECTION

DISREGARD BALANCED DEAD LOAD

x1 =	4	in
x2 =	8	in
Max Wind =	0.027	k/ft
H _{sign\ face} =	11.50	ft
Upright Trib. =	11.33	ft

TRY:	5/8	DIA. BOLT
A _{bolt} =	0.307	in ²



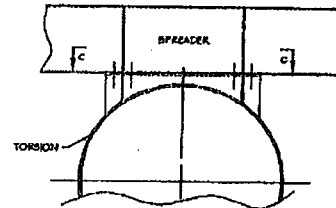
$$M_{TOTAL} = 11.8 + 6.19 = 18.0 \text{ ft-k}$$

$$V = 0.027 \times 11.5 \times 11.33 = 3.52 \text{ k}$$

$$I = 4(4)^2 + 4(12)^2 = 640 \text{ in}^4$$

$$T = \frac{18.0}{640} \times 12 \times 12 = 4.05 \text{ k/bolt}$$

$$V = \frac{3.52}{8 \text{ bolt}} = 0.44 \text{ k/bolt}$$



$$\text{Check Stresses: } f_T = \frac{4.05 \text{ k}}{0.307 \text{ in}^2} = 13.214 \text{ ksi} < F_T = 45 \text{ ksi} \text{ OK}$$

$$f_V = \frac{0.44 \text{ k}}{0.307 \text{ in}^2} = 1.43 \text{ ksi} < F_V = 24 \text{ ksi} \text{ OK}$$

USE: (8) - 5/8 DIA. A325 BOLTS

Provide 1/4" plate x fit x fit Stiffeners

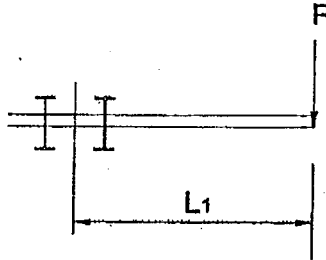


4425 N 24TH ST. - STE 200
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TITLE:	JOB #:
TORSION DESIGN	ENG. #: G-10968
	DATE: May-18
	BY: FS
	SHEET: 12

TORSION DESIGN: TRY: 12" X 0.250 PIPE

$W_{DL \text{ Torsion}} = 0.036$ kif	$W_{\text{spreader}} = 0.016$ kif	$L_1 = 7$ ft
$P_{DL} = 1.11$ k	$L_{\text{spreader}} = 8$ ft	$L_2 = 0$ ft
$w_{\text{ind}} = 0.027$ kef	$L_{\text{Torsion}} = 7$	
Sign height = 11.5 ft		
Sign length = 22.67 ft		
bot. of upright to center of torsion = 1 ft		



DEAD LOADS

$$P_{DL} = 2 \times 1.11 + (8 \times 0.016) = 2.35 \text{ k}$$

$$V_{DL} = 1 \times 2.35 + (7 \times 0.036) = 2.60 \text{ k}$$

$$M_{DL} = 2.35 \left(\frac{7}{2} \right) + (0.036) \left(\frac{7^2}{2} \right) = 17.318 \text{ ft-k}$$

WIND LOADS

$$P_{\text{wind}} = 0.027 \times 11.50 \times 22.67 = 7.04 \text{ k}$$

$$V_{\text{wind}} = 0.027 \times 11.50 \times 11.34 \times (5/3) = 5.87 \text{ k}$$

$$M_{\text{wind}} = 7.04 \times 0.2 \times 22.67 = 31.91 \text{ ft-k}$$

$$\text{Torsion} = 5.87 \times \left(\frac{11.50}{2} - 1 \right) = 27.86 \text{ ft-k}$$

COMBINED LOADS

$$V = \sqrt{V_{DL}^2 + V_{\text{wind}}^2}$$

$$V = 6.42 \text{ ft-k}$$

$$M = \sqrt{M_{DL}^2 + M_{\text{wind}}^2}$$

$$M = 36.31 \text{ ft-k}$$

Torsion = 27.86 ft-k

USE: 12" ϕ X 0.250 PIPE

$$F_y = 35 \text{ ksi}$$

(SEE ATTACHED SHTS 13 & 14)



4425 N 24TH ST. - STE 200
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 FAX 602-230-9071

TITLE: Torsion

JOB #: G-10968
 ENG. #: May-18
 DATE: FS
 BY: 13
 SHEET:

Pipe Properties:

Dia. = D =	12.75 (in)	S =	30.1 (in ³)
Wall = t =	0.250 (in)	I =	192 (in ⁴)
F _y =	35 (ksi)	Z =	39.1 (in ³)
D/t =	51 Compact Section	A =	9.8 (in ²)
L =	14 (ft)	A _g =	9.1 (in ²)
L _v =	14 (ft)		

Nominal Flexural Strength:

Yielding

$$M_n = M_p = F_y Z = 113.9 \text{ kip-ft}$$

Local Buckling (not applicable for Compact Section)

Noncompact Sections

$$M_n = \left(\frac{0.021E}{\frac{D}{t}} + F_y \right) S =$$

Slender Sections

$$M_n = \left(\frac{0.33E}{\frac{D}{t}} \right) S =$$

$M_n = 113.9 \text{ kip-ft}$

Nominal Shear Strength:

$$V_n = F_{cr} A_g / 2 =$$

$$F_{cr} = \text{Greater of } \frac{1.60E}{\sqrt{L_v/D} \left(\frac{D}{t} \right)^{5/4}} \text{ or } \frac{0.78E}{\left(\frac{D}{t} \right)^{3/2}} = 93.8 \text{ ksi}$$

$$F_{cr} \leq 0.6F_y = 21.0 \text{ ksi}$$

$V_n = 96.0 \text{ kips}$



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TITLE: Torsion

JOB #:
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 DATE: May-18
 BY: FS
 SHEET: 14

Nominal Torsional Strength:

$$T_n = F_{cr} C$$

$$C = \frac{\pi (D-t)^2 t}{2} = 61.4 \text{ (in}^3\text{)}$$

$$F_{cr} = \text{Greater of } \frac{1.23E}{\sqrt{L/D} (D/t)^{5/4}} \text{ or } \frac{0.60E}{(D/t)^{3/2}} = 72.1 \text{ ksi}$$

$$F_{cr} \leq 0.6F_y = 21.0 \text{ ksi}$$

$T_n =$	107.4 kip-ft
---------	--------------

Nominal Compressive Strength:

Structures are relatively light and compression loads are minimal when compared to flexural stresses. Conservatively assume that $P_r/P_c = 0.05$.

Applied Loads:

$P_r =$	kips	$P_c = P_n / \Omega_p$ where $\Omega_p = 1.67$
$M_r =$	36.30 kip-ft	$M_c = M_n / \Omega_M$ where $\Omega_M = 1.67$
$V_r =$	6.4 kips	$V_c = V_n / \Omega_V$ where $\Omega_V = 1.67$
$T_r =$	28 kip-ft	$T_c = T_n / \Omega_T$ where $\Omega_T = 1.67$

$$\left(\frac{P_r}{P_c} + \frac{M_r}{M_c} \right) + \left(\frac{V_r}{V_c} + \frac{T_r}{T_c} \right)^2 = 0.881 < 1.0 \text{ Pipe OK}$$

Final Selection:

Use 12.75" Dia. X 0.25" Wall - 35 ksi steel



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TITLE:
 TORSION/COLUMN CONNECTION

JOB #:
 ENG. #: G-10968
 DATE: May-18
 BY: FS
 SHEET: 15

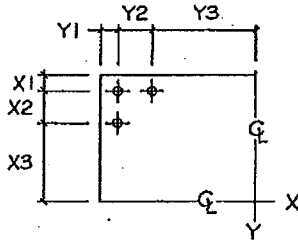


PLATE SIZE = 22 in. Square
 Sign Height = 11.5 ft
 Sign Length = 22.67 ft
 $P_{wind} = 7.04$ k
 $M_{torsion} = 32$ ft-k

OF BOLTS = 12 Bolt dia. = 3/4 in

bolts in x-direction			
x1 =	1.50	in	# of bolt in row 1 = 4
x2 =	3	in	# of bolt in row 2 = 2
x3 =	6.5	in	
bolts in y-direction			
Y1 =	1.50	in	# of bolt in row 1 = 4
Y2 =	3	in	# of bolt in row 2 = 2
Y3 =	6.5		

$P_{DL} = 2.35$ k (From Torsion design) # of point loads = 2
 Wgt. of Torsion pipe = 0.036 k/ft $M_{DL} = P_{Total} (.05 \times \text{Sign Length})$
 Length of Torsion pipe = 14 ft $M_{DL} = 5.90$ ft-k
 $P_{Total} = 5.20$ k

4 bolts $x(3.0 + 6.5)^2 \times 2$ sides = 722 in⁴ $c = 3.0 + 6.50 = 9.50$ in
 2 bolts $x(6.5)^2 \times 2$ sides = 169 in⁴ $r_x = 3.0 + 6.50 = 9.50$ in
 $I_{xx} = 891$ in⁴ $r_y = 3.0 + 6.50 = 9.50$ in
 $I_{yy} = 891$ in⁴ $r = \sqrt{r_x^2 + r_y^2} = 13.4$ in
 $I_{Total} = 1782$ in⁴

$M_{wind} = 7.04 \times \frac{11.5}{2} - 0.25 = 38.72$ ft-k

$T_{bolt} = \frac{(38.72 + 5.90) \times 12 \times 9.50}{891} = 5.7$ k/bolt

$V_{bolt} = \frac{32.00}{1782} \times 12 \times 13.4 + \frac{7.04}{12 \text{ BOLTS}} = 3.6$ k/bolt

BOLT STRESSES

$f_T = \frac{5.7}{0.442} = 12.9$ ksi < **OK** $f_V = \frac{3.5}{0.442} = 7.9$ ksi < **OK**

$F_T = 1.3 F_{nt} - \frac{\Omega F_{nv}}{F_{nv}} f_V$

where: $F_{nt} = 90$ ksi for A325N bolts per Table J3.2 AISC 13TH Edition
 $F_{nv} = 48$ ksi
 $\Omega = 2$

$F_T = 43.7$ ksi > f_T **OK**
 $T_{allow} = 19.3$ k

USE (12) 3/4 " DIA. A325 BOLTS

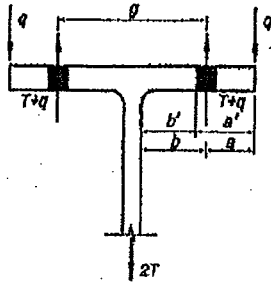


4425 N 24TH ST. - STE 200
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TITLE:
 TORSION SADDLE BEAM

JOB #:
 ENG. #: G-10968
 DATE: May-18
 BY: FS
 SHEET: 1/6

TORSION SADDLE BEAM : Prying action governs design. Design flange thickness per AISC 13th Edition on pg. 9-10



a) prying forces in tee

Check Saddle Beam : **W16X40**

T = 5.70 K	$t_f = 0.505$ in.
$b_f = 7.00$ in.	
$t_w = 0.305$ in.	$b' = 1.2225$ $b = 1.60$ in.
gage = 3.5 in.	$\delta = 0.7292$ $a = 1.750$ in.
$d_b = 0.75$ in.	$\alpha' = 1$
$d'_b = 0.813$ in.	$\beta = 4.147$
B = 19.3 K	$\rho = 0.5753$
p = 3 in.	$a' = 2.125$
$F_u = 65$ ksi	

$t_{min} = 0.371 \text{ in.} < 0.505 \text{ in. OK}$

$$t_{min} = \sqrt{\frac{6.66Tb'}{pF_u(1 + \delta\alpha')}}$$

Where : F_u = Specified minimum tensile strength of connecting element, ksi.

$$\delta = 1 - \frac{d'}{p} \quad \text{ratio of the net area at bolt line to gross area out face of the stem or leg of angle.}$$

$$\alpha' = 1 \text{ if } \beta \geq 1$$

$$\alpha' = \text{the lesser of } 1 \text{ and } \frac{1}{\delta} \left(\frac{\beta}{1-\beta} \right) \text{ if } \beta < 1$$

$$\beta = \frac{1}{\rho} \left(\frac{B}{T} - 1 \right) \quad \rho = \frac{b'}{a'}$$

$$a' = \left(a + \frac{d_b}{2} \right) \leq \left(1.25b + \frac{d_b}{2} \right) \quad b' = \left(b - \frac{d_b}{2} \right)$$

T = Required strength, kips

b = Distance from bolt centerline to the face of the tee stem, in.


d_b = Bolt diameter, in.

a = distance from the bolt centerline to the edge of the fitting, in.

B = available tension per bolt

p = Tributary length per pair of bolts for a tee. Which should preferably not to exceed the gage between the pair of bolts, g

d'_b = Width of the hole along the length of the fitting, in.

	4425 N 24TH ST. - STE 200 PHOENIX, AZ 85016 602-230-8634 / 800-525-8509 FAX 602-230-9071	TITLE: COLUMN DESIGN	JOB #: ENG. #: G-10968 DATE: May-18 BY: FS SHEET: 17

COLUMN DESIGN: TRY: 20 X 0.375 in PIPE $F_y = 35$ ksi

$w_{wind} = 0.027$ ksf
 $M_{DL} = 6.00$ ft-k (From Torsion/Column Connection)
 $Torsion = 32$ ft-k (From Torsion design)
 Sign height = 11.5 ft
 Sign length = 22.67 ft
 O.A. HEIGHT = 35 ft
 H.A.G.L. = 23.5 ft

$$P_{wind}^F = 0.027 \times 11.5 \times 22.7 = 7.04 \text{ k}$$

$$P_{wind}^{col} = 0.027 \times 1.87 \times 24 = 1.06 \text{ k}$$

$$P_{wind \text{ total}} = 8.10 \text{ k}$$

$$M_{DL} = 6.00 \text{ ft-k}$$

$$M_{wind} = 7.04 \times \left(\frac{11.5}{2} + 24 \right) + 1.06 \times \left(\frac{23.5}{2} \right) = 218.32 \text{ ft-k}$$

$$M_{bending} = \sqrt{M_{DL}^2 + M_{wind}^2} = 218.40 \text{ ft-k}$$

USE: 20 " ϕ X 0.375 PIPE
 $F_y = 35$ ksi
 (SEE ATTACHED SHTS 18 & 19)

FOOTING DESIGN:

Moment, $M = 218.40$ ft-k
 Pwind total, $P = 8.10$ k
 $h = \frac{M}{P} = \frac{218.40}{8.10} = 26.97$ ft

USE: 3.0 ft ϕ X 16 ft - 0.0in DEEP DRILLED FOOTING

(SEE ATTACHED SHT: 20)

OR

USE: 7.0 ft X 7 ft X 9 ft - 6.0in CUBE FOOTING

(SEE ATTACHED SHT 21)



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TITLE: Column

JOB #:
ENG. #: G-10968
DATE: May-18
BY: FS
SHEET: 18

Pipe Properties:

Dia. = D =	20 (in)	S =	111.3 (in ³)
Wall = t =	0.375 (in)	I =	1113 (in ⁴)
F _y =	35 (ksi)	Z =	144.4 (in ³)
D/t =	53.333 Compact Section	A =	23.1 (in ²)
L =	25 (ft)	A _g =	21.5 (in ²)
L _v =	25 (ft)		

Nominal Flexural Strength:

Yeilding

$$M_n = M_p = F_y Z = 421.3 \text{ kip-ft}$$

Local Buckling (not applicable for Compact Section)

Noncompact Sections

$$M_n = \left(\frac{0.021E}{\frac{D}{t}} + F_y \right) S =$$

Slender Sections

$$M_n = \left(\frac{0.33E}{\frac{D}{t}} \right) S =$$

$M_n = 421.3 \text{ kip-ft}$


Nominal Shear Strength:

$$V_n = F_{cr} A_g / 2 =$$

$$F_{cr} = \text{Greater of } \frac{1.60E}{\sqrt{L_v/D} \left(\frac{D}{t} \right)^{3/4}} \text{ or } \frac{0.78E}{\left(\frac{D}{t} \right)^{3/2}} = 83.1 \text{ ksi}$$

$$F_{cr} \leq 0.6F_y = 21.0 \text{ ksi}$$

$V_n = 226.1 \text{ kips}$

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Nominal Torsional Strength:

$$T_n = F_{cr} C$$

$$C = \frac{\pi (D-t)^2 t}{2} = 226.9 \text{ (in}^3\text{)}$$

$$F_{cr} = \text{Greater of } \frac{1.23E}{\sqrt{L/D} (D/t)^{5/4}} \text{ or } \frac{0.60E}{(D/t)^{3/2}} = 63.9 \text{ ksi}$$

$$F_{cr} \leq 0.6F_y = 21.0 \text{ ksi}$$

$T_n =$	397.0 kip-ft
---------	--------------

Nominal Compressive Strength:

Structures are relatively light and compression loads are minimal when compared to flexural stresses. Conservatively assume that $P_r/P_c = 0.05$.

Applied Loads:

$$P_r = \text{ kips}$$

$$P_o = P_n / \Omega_P \text{ where } \Omega_P = 1.67$$

$$M_r = 219.00 \text{ kip-ft}$$

$$M_o = M_n / \Omega_M \text{ where } \Omega_M = 1.67$$

$$V_r = 8.1 \text{ kips}$$

$$V_o = V_n / \Omega_V \text{ where } \Omega_V = 1.67$$

$$T_r = 32 \text{ kip-ft}$$

$$T_o = T_n / \Omega_T \text{ where } \Omega_T = 1.67$$

$$\left(\frac{P_r}{P_c} + \frac{M_r}{M_o} \right) + \left(\frac{V_r}{V_o} + \frac{T_r}{T_o} \right)^2 = 0.956 < 1.0 \text{ Pipe OK}$$

Final Selection:

Use 20" Dia. X 0.375" Wall - 35 ksi steel



4425 N 24TH ST. - STE 200
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TITLE: FOOTING DESIGN

JOB #:
ENG. #: G-10968
DATE: 22-May-18
BY: FS
SHEET: 20

Nonconstrained Embedded Pole Footing Design

Round Pole Footing

Design based on CBC or IBC section 1807.3.2.1.

$$d = \frac{A}{2} \left(1 + \sqrt{1 + \frac{4.36h}{A}} \right)$$

Where:

$$A = \frac{2.34P}{S_1 b}$$

b = diameter of round post or footing. (ft)

q = allowable lateral soil bearing pressure. (ksf/ft)

d = actual depth of embedment in earth. (ft)

h = distance in feet from ground surface to point of application of 'P'

P = applied lateral force. (k)

S_1 = allowable lateral soil-bearing pressure as based on a depth of one third the depth of embedment, 12' maximum depth for this consideration. (ksf/ft)

Data:

$$b = 3$$

$$q = 0.3$$

$$h = 26.97$$

$$P = 8.1$$

$$S_1 = 1.2$$

$$A = 5.265$$

$$d = 15.35$$

use 16'-0"

Use 3'-0" Diameter by 15'-6" deep drilled footing



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TITLE: FOOTING DESIGN

JOB #:
ENG. #: G-10968
DATE: 22-May-18
BY: PS
SHEET: 21

Nonconstrained Embedded Pole Footing Design

Square or Rectangular Footing

Design based on UBC section 1806.8.2.1 or IBC section 1805.7.

$$d = \frac{A}{2} \left(1 + \sqrt{1 + \frac{4.36h}{A}} \right)$$

Where:

$$A = \frac{2.34P}{S_1 b}$$

b = diagonal dimension of square or rectangular footing. (ft)

t = plan thickness of square or rectangular footing. (ft)

w = plan width of square or rectangular footing. (ft)

q = allowable lateral soil bearing pressure. (ksf/ft)

d = actual depth of embedment in earth. (ft)

h = distance in feet from ground surface to point of application of 'P'

P = applied lateral force. (k)

S_1 = allowable lateral soil-bearing pressure as based on a depth of one third the depth of embedment, 12' maximum depth for this consideration. (ksf/ft)

Data:

$$b = 9.899 \quad b = \sqrt{t^2 + w^2} \quad t = 7$$

$$q = 0.3 \quad w = 7$$

$$h = 26.97$$

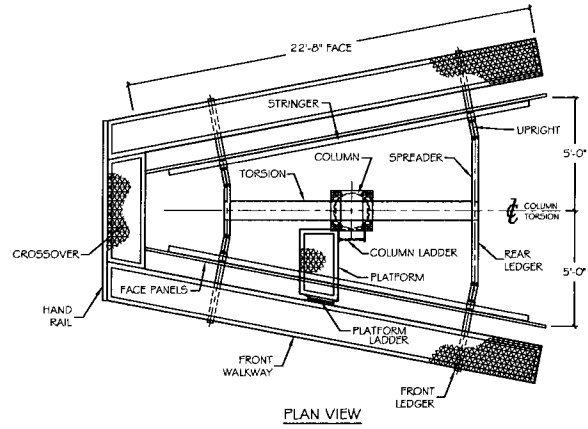
$$P = 8.1$$

$$S_1 = 0.903$$

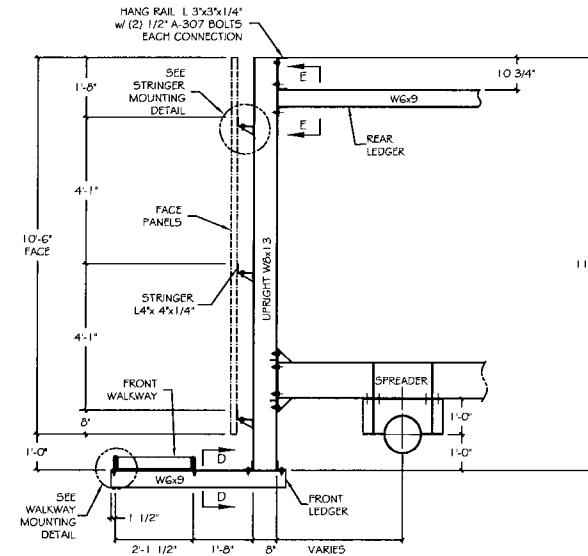
$$A = 2.12$$

$$d = 9.026$$

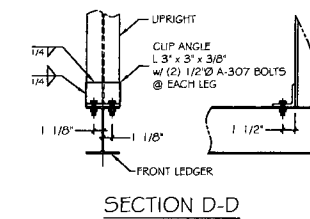
Use 7'-0" by 7'-0" by 9'-6" deep cube footing



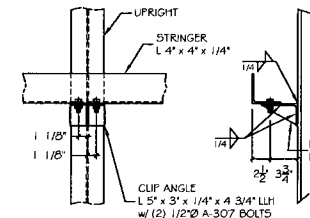
PLAN VIEW



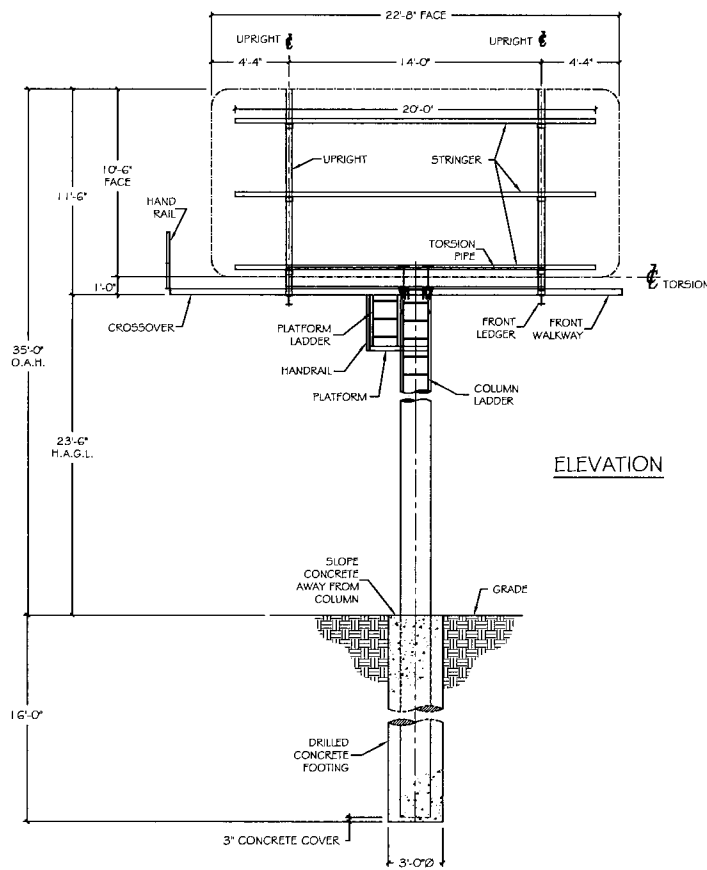
TYPICAL SECTION THRU SIGN



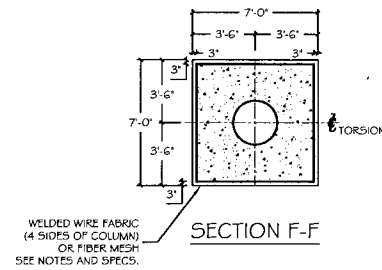
SECTION D-D



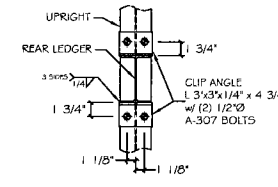
STRINGER MOUNTING DETAIL



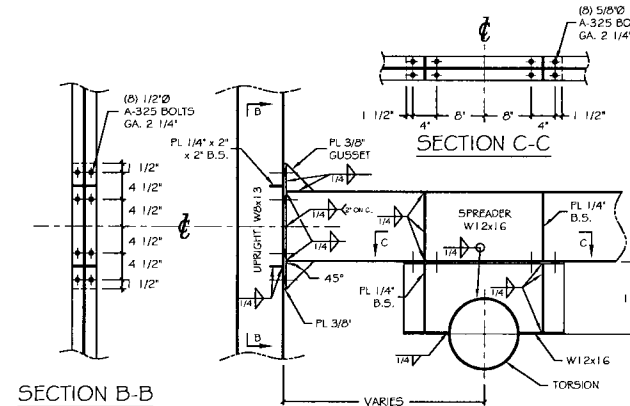
ELEVATION



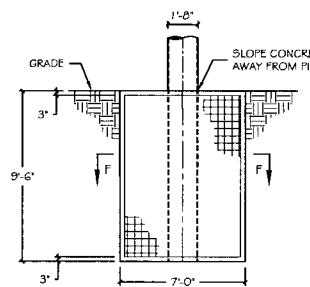
SECTION F-F



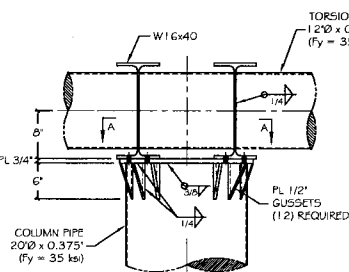
SECTION E-E



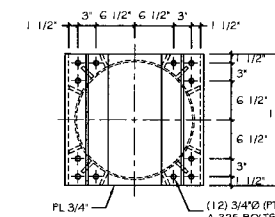
UPRIGHT-SPREADER-TORSION CONNECTION



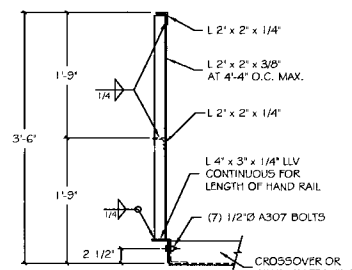
ALT. CUBE FOOTING



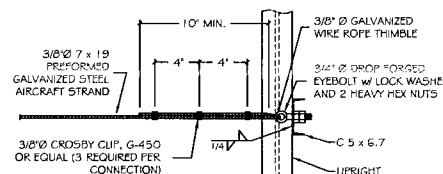
COLUMN-TORSION CONNECTION



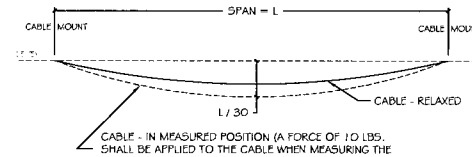
SECTION A-A



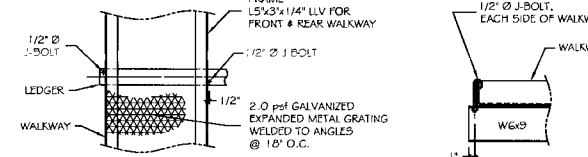
TYPICAL HAND RAIL CONNECTION



SAFETY CABLE MOUNTING



SAFETY CABLE TENSION



TYPICAL WALKWAY DETAIL

WALKWAY MOUNTING DETAIL

NOTES AND SPECIFICATIONS
(APPLY UNLESS OTHERWISE NOTED ON PERMIT DRAWING)

CODE - 2015 IBC
WIND DESIGN - SIGN STRUCTURE WIND LOADS ARE DETERMINED IN ACCORDANCE WITH ASCE 7-10 SECTION 29.4.1. BASIC WIND SPEED: 115 MPH (3 SECOND GUST) RISK CATEGORY: II EXPOSURE: C DESIGN WIND PRESSURE: 27 PSF (MAXIMUM) ANY SIGN COMPONENTS NOT SPECIFICALLY DETAILED ON THESE DRAWINGS BUT ATTACHED TO THE STRUCTURE SHALL BE DESIGNED IN ACCORDANCE WITH THE INFORMATION ABOVE. WIND PRESSURES LOWER THAN THOSE LISTED MAY BE USED PROVIDED THEY ARE IN COMPLIANCE WITH THE CODE.

LIVE LOAD - CATWALKS: 40 PSF OR 300 POUNDS AT ANY POINT

DEAD LOAD - SIGN FACES: 2.5 PSF OTHER STRUCTURAL MEMBERS: AS NOTED IN CALCULATIONS

STEEL - WIDE FLANGES - ASTM A-992, OTHER SHAPES & PLATES - ASTM A-36.

PIPE SECTIONS - ASTM A-53 B OR A 252 GR 2, OR API - LX WITH MINIMUM YIELD STRENGTH AS INDICATED ON DRAWINGS.

ALL STRUCTURAL STEEL SHALL BE FABRICATED AND ERECTED ACCORDING TO LATEST AISC SPECIFICATIONS AND STANDARD PRACTICE.

REINFORCING STEEL - FDR CUBE FOOTING, REINFORCING STEEL SHALL BE WELDED WIRE FABRIC 4#4 - #4 x #4 PER ASTM A185 OR A197M. WELDED WIRE FABRIC CAN BE SUBSTITUTED WITH POLYPROPYLENE FIBER MESH INCORPORATED INTO THE CONCRETE MIX AT THE RATE OF 3 LBS. PER CUBIC YARD. REINFORCING SHALL BE FABRICATED AND SECURED IN ACCORDANCE WITH ACI 318 AND CRSI MANUAL OF STANDARD PRACTICE. DO NOT WELD REINFORCING STEEL UNLESS APPROVAL IS OBTAINED FROM THE ENGINEER PRIOR TO CONSTRUCTION.

PAINTING - ALL STRUCTURAL STEEL, EXPOSED TO WEATHER, SHALL BE SHOP PRIMED AND PAINTED IN ACCORDANCE WITH AISC 335 (SPECIFICATION) AND AISC 303 (STANDARD PRACTICE).

CONCRETE - CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 2500 PSI AT 28 DAYS AND BE PLACED IN ACCORDANCE WITH ACI 318 WITH A MAXIMUM SLUMP OF 5".

WELDING - ALL WELDING MATERIALS AND COMPONENTS SHALL BE IN COMPLIANCE WITH AWS D1.1.

BOLTS - ALL REGULAR SHALL CONFORM TO ASTM A-307. HIGH STRENGTH BOLTS SHALL CONFORM TO ASTM A-325. ALL BOLTS SHALL BE INSTALLED TO A SNUG TIGHT CONDITION UNLESS NOTED TO BE PRE-TENSIONED (PT). PT BOLTS SHALL BE FULLY TENSIONED PER AISC TURN OF THE NUT METHOD (1/3 OF A TURN PAST A SNUG TIGHT CONDITION) OR OTHER AISC APPROVED TENSIONING METHOD.

FOUNDATION: ROUND OR CUBE COLUMN FOOTING - EMBEDMENT DEPTH FOR FOOTING DOES NOT APPLY TO LOCATIONS WHERE WALLS OF THE HOLE WILL NOT STAND WITHOUT SUPPLEMENTAL SUPPORT, OR WHERE UNCOMPACTED FILL OR ORGANIC FILL EXISTS. FOUNDATION IS DESIGNED UTILIZING LATERAL BEARING PER IBC SECTION 1807.3.2.1. DESIGN LATERAL SOIL PRESSURE PER IBC TABLE 1806.2 IS 300 PSF/FT (SOIL CLASS 4 - TYPE: SAND, CLAYEY SAND, SILTY SAND, CLAYEY SAND, SILTY GRAVEL, AND CLAYEY GRAVEL). ALLOWABLE LATERAL SOIL PRESSURE HAS BEEN MULTIPLIED BY 2 PER SECTION 1806.3.4. VERIFY SOIL TYPE DURING EXCAVATION. NOTIFY ENGINEER OF ANY DISCREPANCY.

EXTEND COLUMN PIPE TO BOTTOM OF FOOTING (3" CONCRETE COVER REQUIRED)

SPECIAL INSPECTIONS - SPECIAL INSPECTIONS ARE REQUIRED PER CHAPTER 17 FOR THE FOLLOWING ITEMS:
- HIGH STRENGTH BOLTS: PERIODIC INSPECTION TO REVIEW BOLT TYPE AND TENSION
- FOUNDATION: PERIODIC INSPECTION TO VERIFY EXCAVATION SIZE AND DEPTH

STEEL FABRICATOR - ALL STRUCTURAL STEEL SHALL BE SHOP FABRICATED BY THE FOLLOWING APPROVED FABRICATOR:
PAGE STEEL
2040 INDUSTRIAL DRIVE
PAGE, ARIZONA 85040

NO FIELD WELDING IS ALLOWED WITHOUT THE APPROVAL OF THE ENGINEER OF RECORD. SPECIAL INSPECTIONS WILL BE REQUIRED FOR ANY FIELD WELDING.

THE ERECTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS IN THE FIELD BEFORE ERECTION AND NOTIFY ENGINEER OF ANY DISCREPANCIES.

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CUSTOMER	LAMAR ADVERTISING	
SIGN LOCATION	CASPER, WY	
ENG. NO.	G-10968	DR. CH. FS JSW
EESL NO.	73329	DATE 05/23/18
JOB NO.		SHEET NO. 51 of 1
 4425 North 24th Street, Suite 200 Phoenix, Arizona 85016 Phn: (602) 230-8634 Fax: (602) 230-9071		

17.12.240 - Conditional use permits, petition procedure and hearing procedure.

- A. No premises shall be used or building or structure constructed within any zoning district as a conditional use until the owner has obtained a conditional use permit from the commission as provided herein, and executed a conditional use agreement. Once issued, a conditional use permit follows the land, and the conditional use agreement is binding upon subsequent owners.
- B. At the time application for a conditional use is submitted to the planning office, a uniform fee established by council resolution shall be paid by the applicants.
- C. The commission shall have the authority to grant conditional use permits, for conditional uses which are allowed in all zoning districts, to the owners or tenants, upon written approval of owner of the real property for which the conditional use is applied for. The council shall have the authority to grant conditional use permits, for conditional uses which are allowed in all zoning districts, when such conditional uses are proposed in connection with a zone change or annexation of new territory to the city. The commission shall have no authority to change, in any manner, a conditional use approved by the council, unless the council specifies that the commission shall have the authority to do so, in which case such fact shall be entered upon the conditional use permit.
- D. Upon receipt of a complying application, thirty days in advance of the date of public hearing, for a conditional use on a site that is less than three acres in area, a written notice of the date, time, and place of the hearing shall be mailed, or delivered to the applicant and all owners of private real property within a three-hundred-foot radius of the perimeter of the property in question, as shown on the application. Notice shall be published at least fifteen calendar days prior to the hearing as required by law.
- E. The commission shall proceed with the public hearing on the application in a manner prescribed above, and following the hearing and upon affirmative vote of a majority of all the members of the commission, the commission shall grant the conditional use and direct that permit to be issued under such terms and conditions as determined by the commission.
- F. In the event a conditional use is proposed in connection with a petition for a zone change or newly annexed territory, the application for the conditional use shall accompany the petition. In the event the petition for zone change or annexation is required to be considered by the commission prior to council consideration, the commission may consider the same criteria and may recommend reasonable conditions be attached to any recommended approval. The council may review the commission's findings and issue its decision as set forth in Sections 17.12.240(G), 17.12.240(H) and 17.12.240(I) of this title.
- G. No conditional use permit shall be granted unless the commission finds:
 - 1. The conditional use is consistent with the spirit, purpose, and intent of this title; will not substantially impair the appropriate use of neighboring property; and will serve the public need, convenience, and welfare;
 - 2. The conditional use is designed to be compatible with adjacent land uses and the area of its location.
- H. In making its findings, the commission shall consider any relevant factors, including, but not limited to, the following, if applicable to the proposed use:
 - 1. Area and height to be occupied by buildings or other structures;
 - 2. Density for the proposed use in terms of units per acre and the number of offices, employees, occupants, or all three;
 - 3. Volume of business in terms of the number of customers per day;
 - 4. Increased traffic congestion or hazard caused by the use which may be over and above normal traffic for the area, as determined by the city engineer and planning director;

5. Location of use with respect to the same or similar uses within a three hundred foot radius of the perimeter of the described property;
 6. Any other criteria affecting public health, safety, and welfare, as provided for by written rules of the commission.
- I. The commission or council may approve or deny any application for a conditional use permit. If the conditional use permit is approved, reasonable conditions or modifications may be imposed including, but not limited to, time limitations, requirements that one or more things be done before construction be initiated, or conditions of a continuing nature. By way of illustration, not limitation, the following may be considered and limitations or modifications may be placed upon the same, to the extent that such modifications or conditions are necessary to insure compliance with the criteria of Section 17.12.240(G) and (H) of this title:
1. Size and location of site;
 2. Street and road capacities in the area;
 3. Ingress and egress to adjoining public streets;
 4. Location and amount of off-street parking;
 5. Internal traffic circulation systems;
 6. Fencing, screening, and landscaped separations;
 7. Building bulk and location;
 8. Usable open space;
 9. Signs and lighting; and
 10. Noise, vibration, air pollution and other environmental influences.

Any such condition shall be entered in the minutes of the appropriate issuing body and on the conditional use permit. The permit shall be issued and signed by the chairman and secretary of the commission, in the event the permit is issued by the commission. In any case in which a conditional use permit has not been exercised and the work completed by the person named in the permit, within one year from the date of issuance, such permit shall be void and have no further force or effect.

- J. Upon the performance of all the conditions set forth in the conditional use permit and the continued performance if the conditions are of a continuing nature, the use shall be considered to be a permitted use. No conditional use may be modified, structurally enlarged, or expanded in ground area, unless such is allowed by the terms of the permit until and unless the conditional use permit is amended and approved in accordance with this title. In the event the city manager finds that any of the conditions of a permit have not been met, the permit may be revoked by the city manager, or the city may resort to any other remedy allowed at law for violations of this title. Appeals of the decision of the city manager to revoke, allow, or take no action on a permit shall be taken as set forth in this title.
- K. All applications for conditional uses shall be on a form prescribed by the commission and shall, at the minimum, contain the following information:
1. Name and address of the person applying for the permit;
 2. Legal description of property proposed for use; also common street address of property;
 3. Total lot size of area proposed for use, including number of lots applicable;
 4. Current zoning and use of property;
 5. Current zoning and land uses within a three hundred foot radius of the property;
 6. Purpose for which the property is to be used, including the size of the building or buildings, number of occupants and/or employees, and number of office spaces;

7. A plot plan of the property showing the proposed location of buildings, off-street parking spaces, routes for ingress and egress, and fencing and screening, if any;
 8. Any restrictions on use of the property required by the council, whether required of the applicant or his predecessors in interest, including restrictions or requirements made by way of city-owner subdivision agreements.
- L. Any person aggrieved or adversely affected by a final decision of the commission may appeal the decision to the city council by submitting a written request for a hearing, within ten calendar days from the date of the written decision. The city council shall establish a public hearing date to review all pertinent information concerning the proposed change, upon receipt of such appeal. In the event no appeal to the city council is taken within the specified time period, the action of the commission shall be final and conclusive.

The applicant and those favoring the application shall be allowed to speak first and present any information, including information presented at the commission, to council. Any opponents shall then be allowed to speak and present information, including information presented at the commission, to council.

The application and any exhibits presented at the commission shall be forwarded to council for their consideration at the public hearing. Any staff reports, findings, conclusions and orders of the commission shall be presented to council.

Council shall have the opportunity to question any speaker or ask any speaker to answer or respond to questions posed by other speakers or by council.

Council's decision shall be final.

M. Day-Care Conditional Use Permit Application.

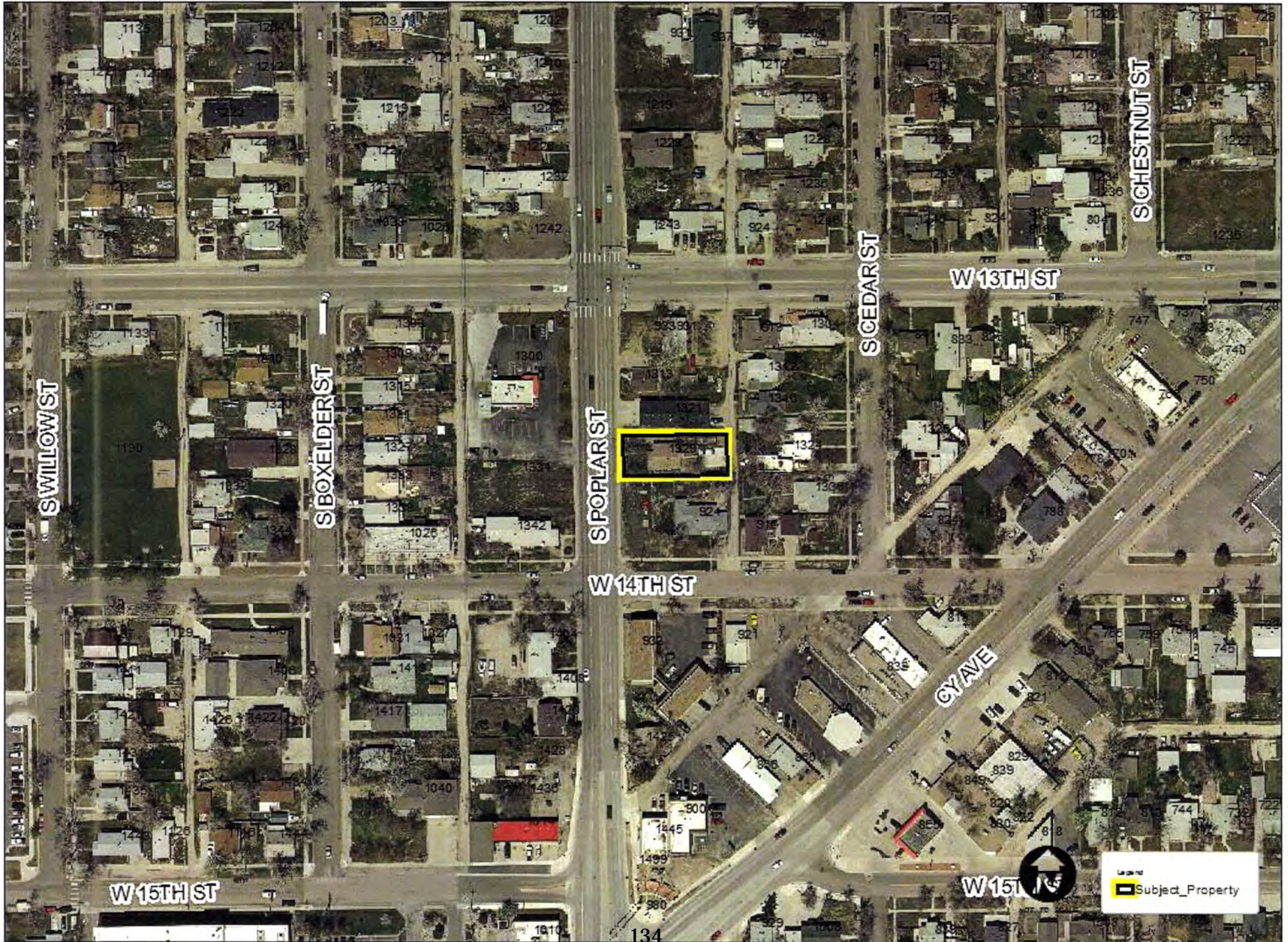
1. An individual desiring to operate a family child care center - zoning review or a family child care home - zoning review, in any zoning district requiring a conditional use permit must apply to the planning office. Said application shall set forth the following:
 - a. The person's name (both owner and operator as appropriate);
 - b. Location of the day-care facility;
 - c. The type of day-care facility; and
 - d. The number of children to be cared for.
2. Day-Care Standards and Requirements.
 - a. The outdoor play area shall be fenced.
 - b. The use of a residence for a day-care shall be clearly incidental and secondary to the use of the dwelling for residential purposes and shall not change the character of the home or the neighborhood.
 - c. The care and supervision of children shall be conducted in a manner which does not create a nuisance to the neighborhood.
 - d. All family child care center - zoning review or family child care home - zoning review facilities shall be approved by the Casper fire department.
 - e. Day care providers shall provide off-street parking as required in Section 17.12.080 of this code.
3. Renewal. Unless otherwise specified in the conditional use permit, permits for day-cares shall be granted to the day-care provider and shall not attach to the land. The conditional use permit shall not be transferable from one location to another, and shall not be transferable from one day-care provider to another without submission and approval of a new application. Renewal will not be required unless there is a change in the facility play yard or a property-related complaint is received from a neighboring property owner.

4. Permit Procedures and Hearing Procedure. Applications for day-care conditional use permits shall follow those procedures set forth in subsections A through L of this section.

(Ord. 27-01 § 5, 2001; Ord. 14-00 §§ 3, 4, 2000; Ord. 26-99 § 1 (part), 1999; Ord. 14-98 § 9, 1998; Ord. 10-95 § 1 (part), 1995; Ord. 15-93 (part), 1993; Ord. 5-91 (part), 1991)

(Ord. No. 06-09, § 1, 4-7-2009; Ord. No. 3-15, § 1, 4-7-2015)

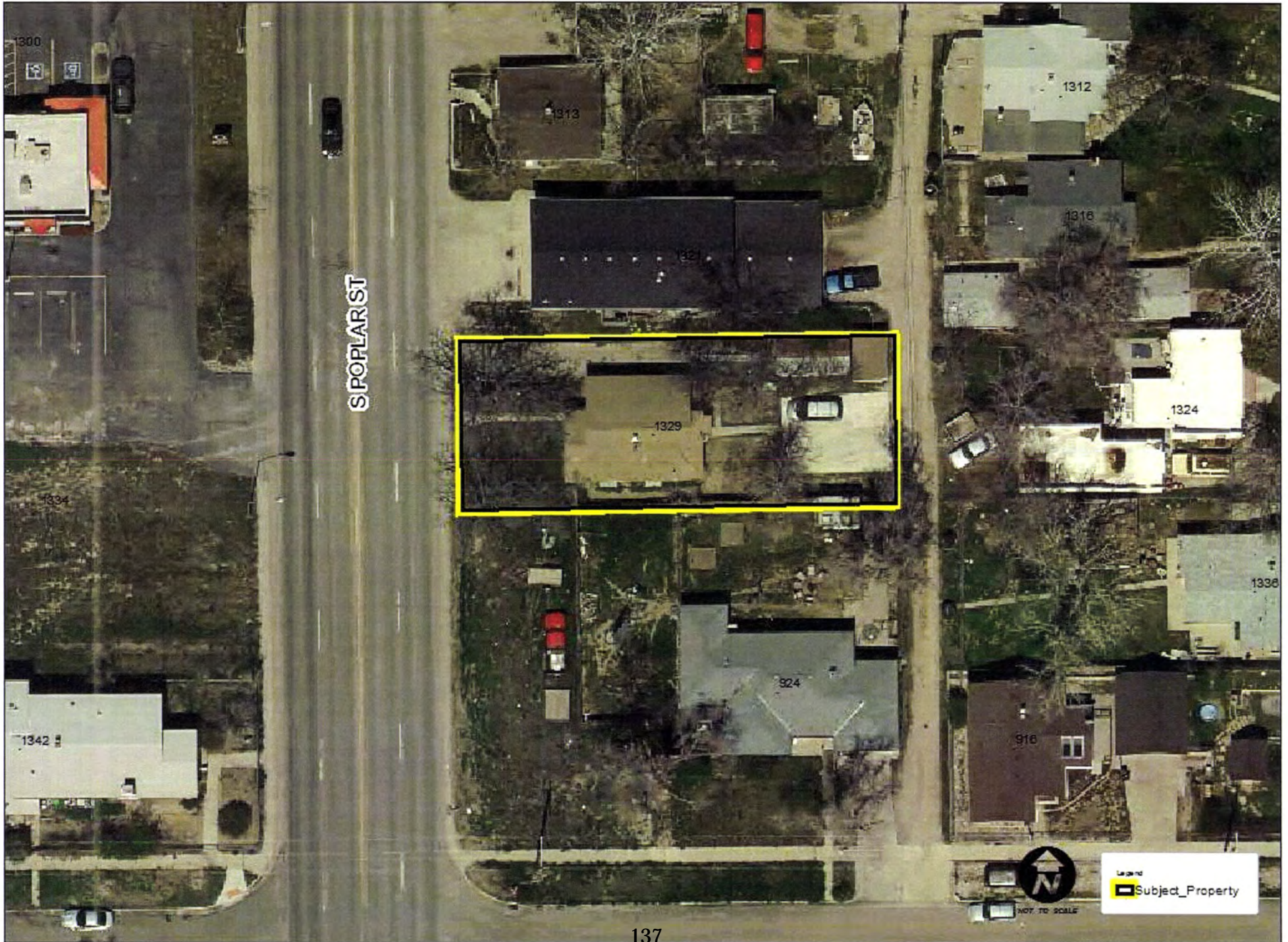
1329 South Poplar Street CUP







1329 South Poplar Street CUP



POPLAR STREET (80')

LOT 1

LOT 2

LOT 3

LOT 4

LOT 5

LIGHT ARM (TYP)

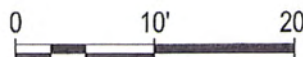


SIGN INFORMATION

10.5' TALL
22.5' WIDE
5.0' SIDE ARMS WITH LIGHT ON END
POSITIONED IN THE NW CORNER OF LOT 4



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



LAMAR SIGN EXHIBIT

1329 South Poplar Street
Lot 4 Block 159, City of Casper,
Natrona County, Wyoming
February, 2018
W.O. 18-121

M:\Land 2018\Surveying\18-121 Lamar Signs\Lamar Sign Lot 4.dwg, 2/16/2018, Survey

*** Proof of Publication ***

Casper Star-Tribune
P.O. Box 80, Casper, WY 82602-0080, ph 307-266-0500

NOTICE

The Casper City Council will hold a public hearing on Tuesday, January 8, 2019, at 6:00 p.m., in the City Council Chambers, located at 200 North David Street, Casper, Wyoming, to consider the following:
Consideration of an Appeal of the Planning and Zoning Commission's Decision to Deny a Conditional Use Permit for an off-premise sign (billboard) in a C-2 (General Business) zoning district, on Lot 4, Block 159, Casper Addition, located at 1329 South Poplar Street. For more information see: <http://www.casperwy.gov/cms/one.aspx?portalid=63067&pageid=84772>
ATTEST:
Fleur D. Tremel
City Clerk

AFFIDAVIT OF PUBLICATION

STATE OF WYOMING)
COUNTY OF NATRONA)

I, the undersigned, being a person in the employ of the Casper Star-Tribune, a newspaper published in CASPER, NATRONA COUNTY, WYOMING, and, knowing the facts herein set forth do so solemnly swear that a copy of the notice as per clipping attached was printed and published

Daily Weekly

In the regular and entire issue of said newspaper, and not in any supplement thereof, for 1 Consecutive Days Weeks

commencing with issue dated Dec 21, 2018
ending with issue dated Dec 21, 2018

CITY OF CASPER.
A Municipal Corporation
Ray Pacheco
Mayor
Published: December 21, 2018
Legal No: 49236

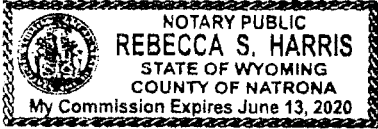
City of Casper
Dawn Thomspson
200 N. DAVID ST.
CASPER WY 82601

ORDER NUMBER 49236

Sami Bowman
Signed

Subscribed in my presence and sworn to before me this
26th day of Dec 2018

Rebecca S. Harris



Section: Legal Notices
Category: 940 Public Meetings
PUBLISHED ON: 12/21/2018

TOTAL AD COST: 67.64

FILED ON: 12/24/2018

RESOLUTION NO. 19-1

A RESOLUTION DENYING THE APPEAL AND DENYING A CONDITIONAL USE PERMIT FOR AN OFF-PREMISES SIGN (BILLBOARD) IN A C-2 (GENERAL BUSINESS) ZONING DISTRICT, ON LOT 4, BLOCK 159, CASPER ADDITION, LOCATED AT 1329 SOUTH POPLAR STREET

WHEREAS, after a public hearing on October 18, 2018, the City of Casper Planning and Zoning Commission, by a unanimous vote, denied a Conditional Use Permit for an off-premises sign (billboard) in a C-2 (General Business) zoning district, located at 1329 South Poplar Street; and,

WHEREAS, pursuant to Section 17.12.240(L) of the Casper Municipal Code, any aggrieved by the decision of the Planning and Zoning Commission may appeal the decision to City Council within ten (10) calendar days of the date of the written decision; and,


WHEREAS, the City received a request for an appeal from Timothy Stubson, dated October 26, 2018, on behalf of the applicants; and,

WHEREAS, the governing body of the City of Casper finds that the appeal contesting the Planning and Zoning Commission's decision should be denied, and the above-described Conditional Use Permit for an off-premises sign (billboard) should be denied.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, this resolution denying the Conditional Use Permit as described above.

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 NO.19-2

A RESOLUTION AFFIRMING THE APPEAL AND APPROVING A CONDITIONAL USE PERMIT FOR AN OFF-PREMISES SIGN (BILLBOARD) IN A C-2 (GENERAL BUSINESS) ZONING DISTRICT, ON LOT 4, BLOCK 159, CASPER ADDITION, LOCATED AT 1329 SOUTH POPLAR STREET

WHEREAS, after a public hearing on October 18, 2018, the City of Casper Planning and Zoning Commission, by a unanimous vote, denied a Conditional Use Permit for an off-premises sign (billboard) in a C-2 (General Business) zoning district, located at 1329 South Poplar Street; and,

WHEREAS, pursuant to Section 17.12.240(L) of the Casper Municipal Code, any aggrieved by the decision of the Planning and Zoning Commission may appeal the decision to City Council within ten (10) calendar days of the date of the written decision; and,


WHEREAS, the City received a request for an appeal from Timothy Stubson, dated October 26, 2018, on behalf of the applicants; and,

WHEREAS, the governing body of the City of Casper finds that the appeal seeking approval of the application for the Conditional Use Permit and the application for the above-described Conditional Use Permit for an off-premises sign (billboard) should be approved.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, this resolution approving the Conditional Use Permit as described above.

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

December 26, 2018

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Liz Becher, Community Development Director
Aaron Kloke, MPO Supervisor
SUBJECT: Public Hearing in Consideration of Proposed Bus Route Changes

Meeting Type & Date:

Regular Council Meeting, January 8, 2018.

Action Type:

None – Information Only

Recommendation:

That Council consider comments provided by the public in favor or opposition to proposed bus route changes.

Summary:

The future of Casper's bus transit system was heavily discussed in 2018. After reviewing detailed budget options and potential route modifications in June and July, Council eventually declined to significantly reduce the general fund contributions that are made to Casper's transit system or significantly reduce service of the existing bus transit system in any way. Yet, Council along with the City Manager laid out expectations for Casper Area Transportation Coalition (CATC) and Metropolitan Planning Organization (MPO) staff to explore efficiencies that may be implemented to achieve a more productive bus transit system. At the time, Council also expressed the desire to hold a public comment period and ultimately a public hearing if any changes were proposed.

Modifications have been explored by CATC, MPO staff and users and are now in the process of requesting public feedback. The public hearing on January 8, 2019 will be the culmination of a 45-day public comment period following two open houses (November 27th and December 19th) and distribution of a survey. Proposed modifications as of November 27, 2018 are subject to change based on public feedback. A report detailing public feedback and transit committee proposals will be presented to Council at a Work Session on January 29, 2019. Council will then be asked to take action on the final proposals February 5, 2019.

Financial Considerations:

NA

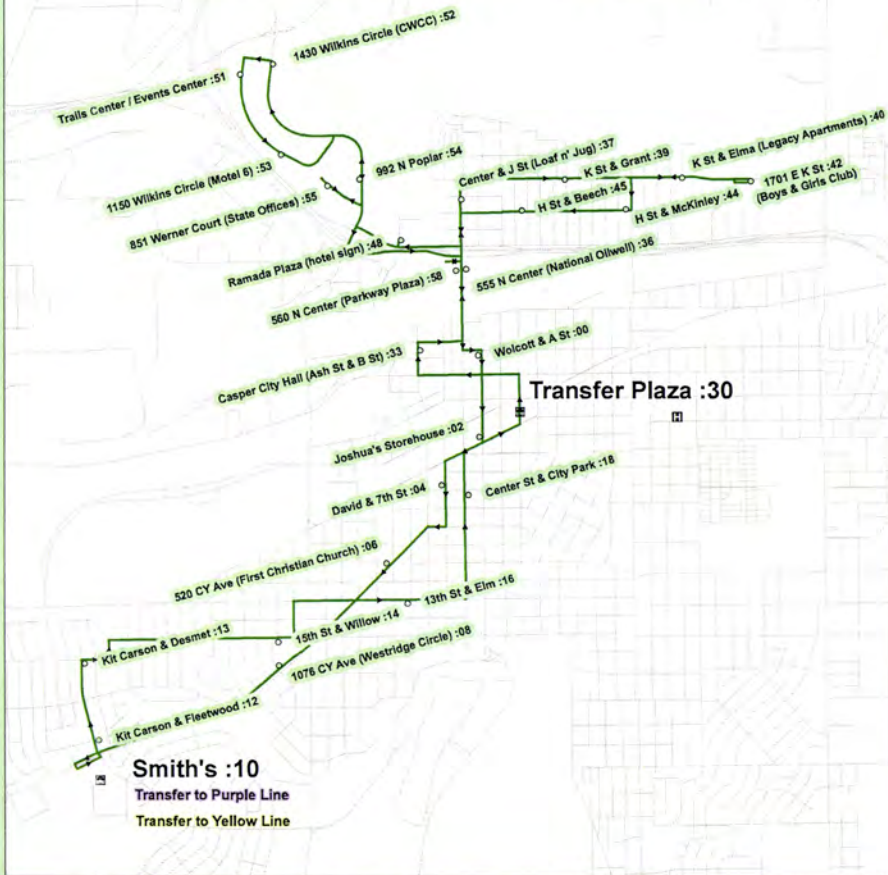
Oversight/Project Responsibility:

Aaron Kloke, MPO Supervisor is tasked with overseeing the Casper Area's transit system.

Attachments:

Map detailing and illustrating existing and proposed changes to Casper bus routes.

Existing Green Route



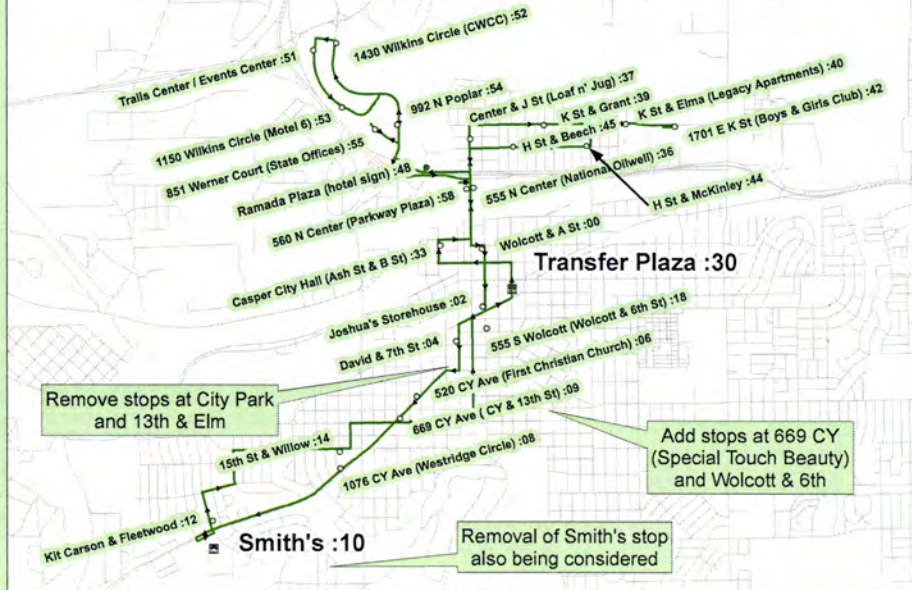
Key Green Route Information

Currently, the Green Route is often behind schedule. Many of these proposed changes would increase the speed and efficiency along the route.

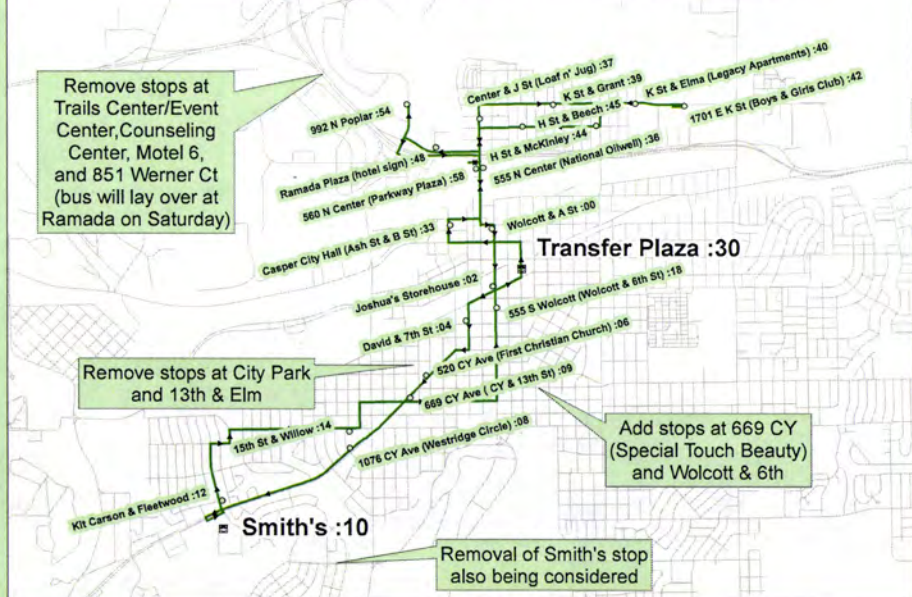
To improve timing on the Green Route we are also considering removing the stop at Smith's grocery store since it is serviced by the Yellow-Purple Routes.

Please submit the survey and give us your opinion on this and other proposed modifications to the route system.

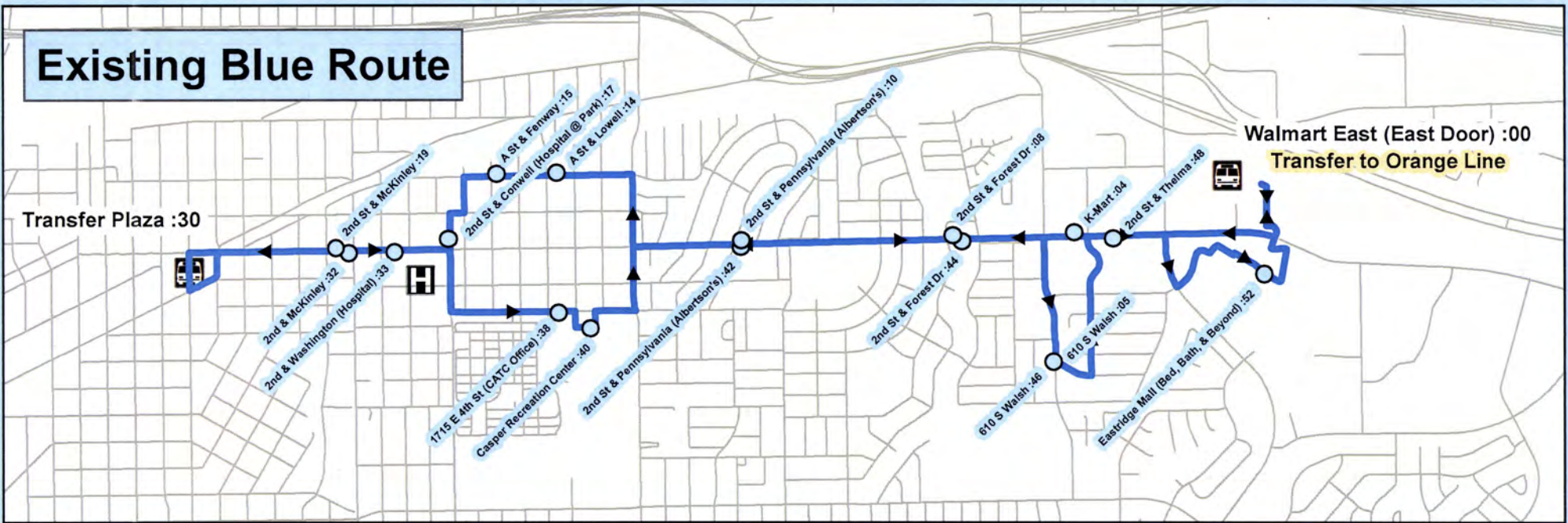
Proposed Changes Monday - Friday



Proposed Changes Saturday Only



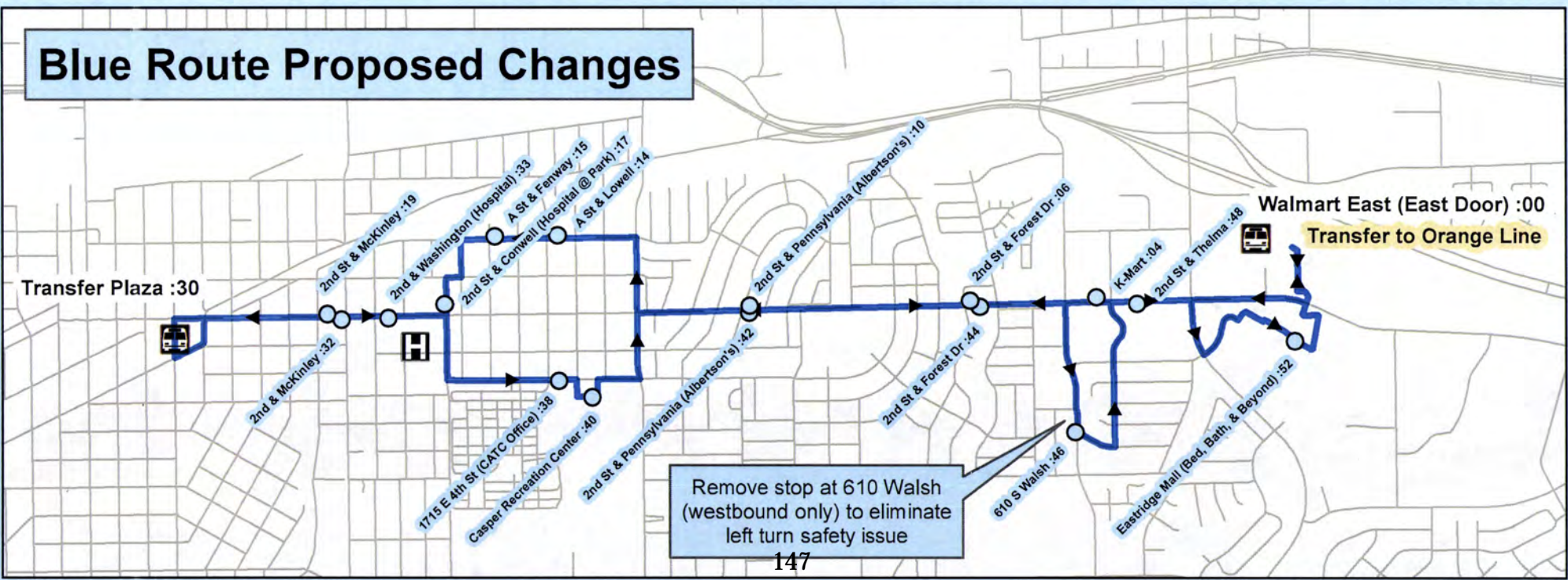
Existing Blue Route



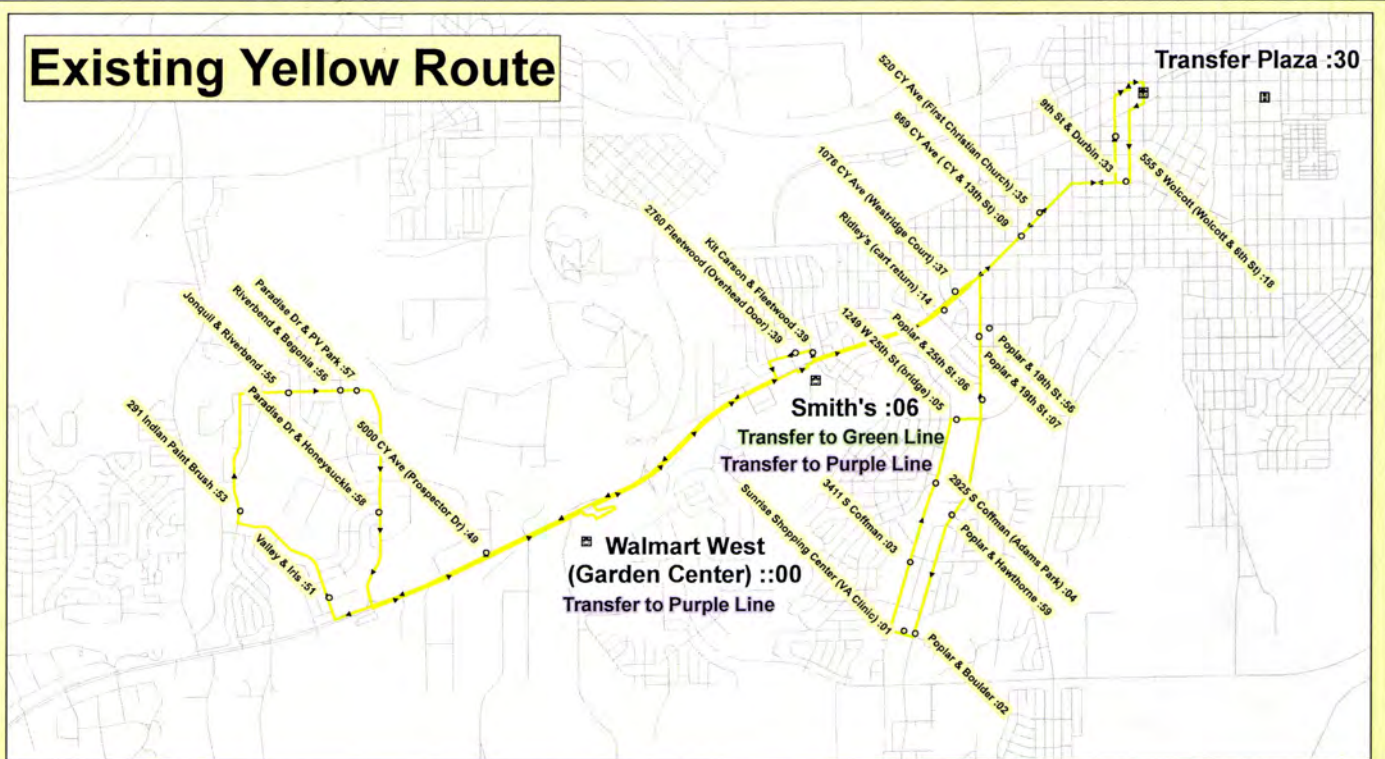
Key Blue Route Information

One stop is proposed for removal from the Blue Route to eliminate a safety issue. Please submit the survey and give us your opinion on this and other modifications to the route system.

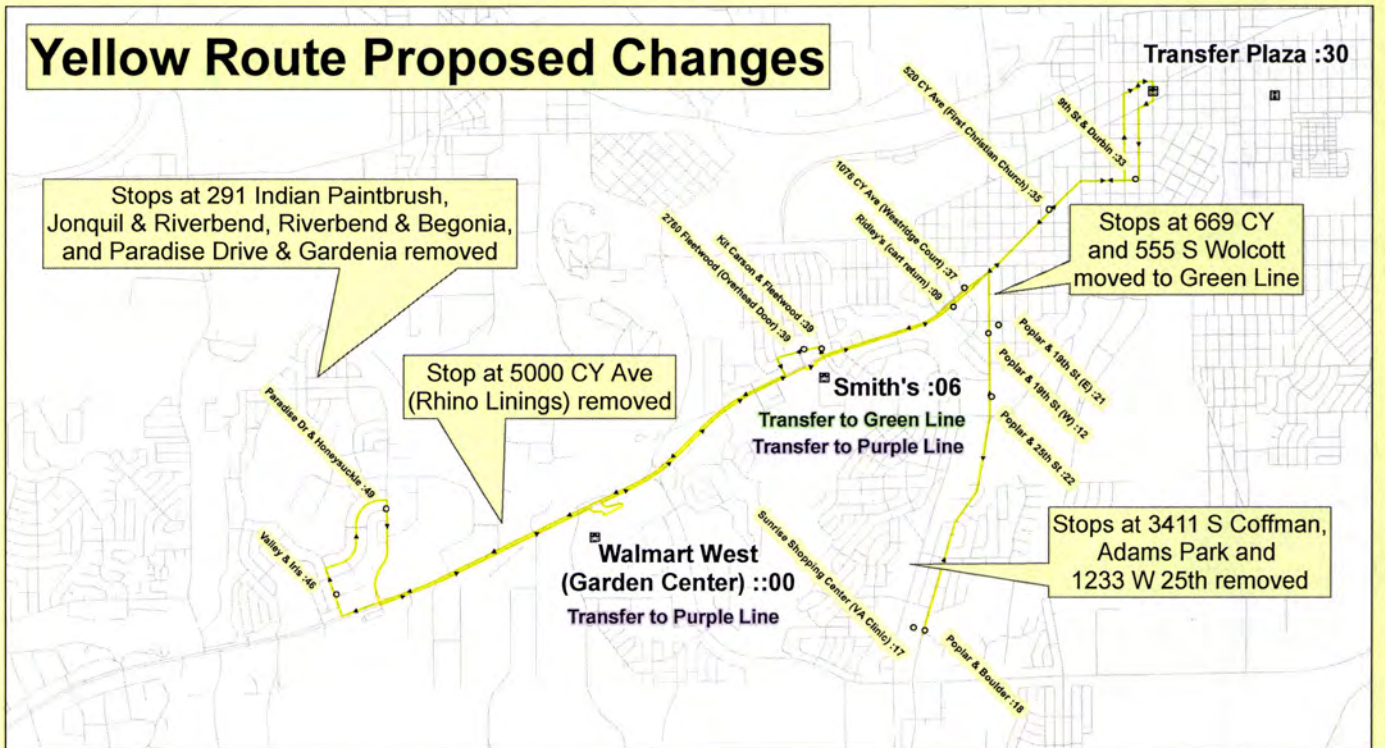
Blue Route Proposed Changes



Existing Yellow Route



Yellow Route Proposed Changes



Key Yellow Route Information

To facilitate the combining of the even and odd routes of the Yellow Route many stops are proposed for removal from the routes. The major areas that will be affected are Paradise Valley and the Sunrise area of Poplar Street. In addition, two downtown stops may be moved to the Green Route.

Please submit the survey and give us your opinion on these and other proposed modifications to the route system.

ORDINANCE NO.24-18

AN ORDINANCE AMENDING CHAPTER 5.08
OF THE CASPER MUNICIPAL CODE TO PERMIT
DISTILLERY SATELLITE TASTING ROOMS

WHEREAS, state law now allows for distillery satellite tasting rooms; and,

WHEREAS, it would be in the best interest of the City of Casper to amend its ordinances to conform to these changes in state law; and,

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That Chapter 5.08 of the Casper Municipal Code is hereby amended as follows:

Section 5.08.010(11)(i) is created to read as follows:

Any other liquor or alcoholic beverage permit issued by the City or allowed by State law.

Section 5.08.028 is created to read as follows:

Manufacturing and rectifying.

a. A holder of a manufacturer's license who is a federally licensed distiller or rectifier may dispense free of charge at the site identified on the manufacturer's license samples in quantities not to exceed one and one-half (1.5) ounces of their product manufactured at the site identified on the manufacturer's license and no more than three (3) ounces of samples per consumer per day. The dispensing of samples shall be subject to the schedule of operating hours set pursuant to W.S. 12-5-101 and the licensed building provisions provided in W.S. 12-5-201.

b. The local licensing authority may issue to the holder of a manufacturer's license granted under subsection (a) of this section who is a federally licensed distiller or rectifier, a satellite manufacturer's permit which allows the permittee to sell product manufactured at the site identified on the manufacturer's license at not more than one (1) satellite location within Wyoming separate from its manufacturing site under the original permit. All products sold at a manufacturer's satellite location shall be obtained through the division. The satellite manufacturer's permit may be issued on application to the appropriate licensing authority. The local licensing authority may require a public hearing and the payment of an additional permit fee not to exceed one hundred dollars (\$100.00). The satellite manufacturer's permit shall be subject to the terms and conditions of W.S. 12-4-106, the schedule of operating hours set pursuant to W.S. 12-5-101 and the licensed building provisions pursuant to W.S. 12-5-201.

c. For purposes of this section:

(i) "Distiller" includes any person who:

- (A) Produces distilled spirits from any source or substance;
- (B) Brews or makes mash, wort or wash fit for distillation or for the production of distilled spirits, other than the making or using of mash, wort or wash in the authorized production of wine or beer, or the production of vinegar by fermentation;
- (C) By any process separates alcoholic spirits from any fermented substance; or
- (D) Making or keeping mash, wort or wash, has a still in operation at the site identified on the manufacturer's license.

(ii) "In operation" means is currently being operated or has been operated in the preceding twelve (12) months with all necessary permits;

(iii) "Manufacture" or "manufactured" means distilling or rectifying and bottling or packaging any spirituous fluid, substance or compound intended for beverage purposes which contains at least one-half of one percent (.5%) alcohol by volume;

(iv) "Rectifier" includes any person who colors, flavors or otherwise processes distilled spirits by distillation, blending, percolating or other processes.

Section 5.080.030 is amended to read as follows:

It is unlawful for any person to possess for sale, sell or dispense for any pecuniary advantage or give away to the public, as an inducement to the public to patronize any business, place or person within the city, any alcoholic liquor or malt beverage as defined in this chapter, or to operate a microbrewery, **winery, or manufacturing operation or tasting room** within the city without first obtaining a license to do so and paying the license fees therefor.

The first sentence of Section 5.08.070(A) – License application – Notice, hearing and appeals procedure – shall be amended to read as follows:

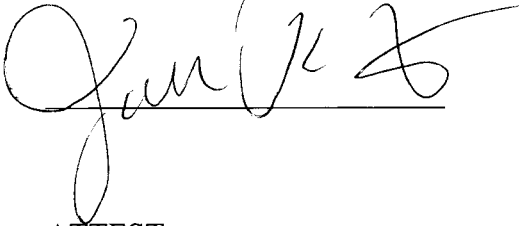
When an application for a license, special malt beverage permit, **satellite manufacturer's permit**, renewal, or a transfer of location or ownership thereof has been filed with the city clerk, the clerk shall promptly prepare a notice of application, place the notice conspicuously upon the premises shown by the application as the proposed place of sale, and publish the notice in a newspaper of local circulation once a week for two consecutive weeks.

PASSED on 1st reading the 4th day of December, 2018.

PASSED on 2nd reading the 18th day of December, 2018.

PASSED, APPROVED AND ADOPTED on 3rd and final reading the ____ day of _____, 2018. The effective date of this Ordinance is 21 days after approval on 3rd Reading.

APPROVED AS TO FORM:



ATTEST:

Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Charles Powell
Mayor

12/14/18

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tom Pitlick, Financial Services Director *HP*
SUBJECT: Release of Local Assessment District (LAD) Liens

Meeting Type & Date
Regular Council Meeting
January 8, 2019

Action Type
Resolution

Recommendation
That Council, by resolution, authorize the release of Local Assessment District (LAD) lien on the properties listed on Exhibit 1, dated December 4, 2018.

Summary
The lien amount against the properties listed, on Exhibit 1, has been deemed uncollectible. The exhibit contains the following Instrument numbers: 466694, 570180, 585404, 593809 and 638763. In order to remove this encumbrance on the title of the real property, it is necessary that the City of Casper release this secured instrument.

Financial Considerations
No financial consideration.

Oversight/Project Responsibility
Connie Arnold, Finance Supervisor

Attachments
A prepared resolution for Council's consideration.
Exhibit 1 – LAD Lien Release Information.
Cover letter to Natrona County for LAD Release 1/08/19

12/14/18

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tom Pitlick, Financial Services Director *TP*
SUBJECT: Release of Local Assessment District (LAD) Liens

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Connie Arnold, Finance Supervisor

Attachments
A prepared resolution for Council's consideration.
Exhibit 1 – LAD Lien Release Information.
Cover letter to Natrona County for LAD Release 1/08/19

January 8, 2019

Natrona County Clerk
200 North Center
Casper, WY 82601

Re: Instrument Numbers: 466694, 570180, 585404, 593809, and 638763.

Enclosed is a one page document (Exhibit 1) with owner(s') name and the legal description of properties for which the LAD (Local Assessment District) obligation is paid in full.

The Casper Wyoming City Council on January 8, 2019, per the attached resolution, authorized the removal of the liens from the listed properties on Exhibit 1.

Also enclosed are thirty (30) original Release of Liens for the properties listed on Exhibit 1.

Please file the original Release of Liens.

Thank you for your assistance,

Fleur D. Tremel, City Clerk

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 1037 E 15th St., Casper Wyoming and more particularly described as:

Lot N ½ 27, 28, Block 130 of the Butler Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 1102 N. McKinley St., Casper Wyoming and more particularly described as:

Lot 147,148,149 and 150, Block 12 of the North Casper Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 837 N. Glenarm St., Casper Wyoming and more particularly described as:

Lot 78 and 79, Block 26 of the North Casper Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 722 N. Lincoln St., Casper Wyoming and more particularly described as:

Lot 195 and 196, Block 26 of the North Casper Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 933 N. McKinley St., Casper Wyoming and more particularly described as:

Lot 10, Block 46 of the North Casper Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires:_____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 1009 St. John St., Casper Wyoming and more particularly described as:

Lot 59 and 61, Block 35 of the North Casper Phase 2 Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 1042 St. John St., Casper Wyoming and more particularly described as:

Lot 152, Block 37 of the North Casper Phase 2 Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 1024 St. John St., Casper Wyoming and more particularly described as:

Lot 157 and 158, Block 37 of the North Casper Phase 2 Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 406 E. 'F' St., Casper Wyoming and more particularly described as:

Lot 98, 99, 100, and Strip Adjacent 100, Block 38 of the North Casper Phase 2 Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 1019 N. Durbin St., Casper Wyoming and more particularly described as:

Lot 57 and 58, Block 39 of the North Casper Phase 2 Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 3025 Cabin Creek, Casper Wyoming and more particularly described as:

Lot 7, Block 0 of the River West Estates Addition (LAD 140), of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 6356 Village Dr, Casper Wyoming and more particularly described as:

Lot 14, Block 0 of the River West Estates Addition (LAD 140), of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 6616 Village Dr, Casper Wyoming and more particularly described as:

Lot 216, Block 0 of the River West Estates Addition (LAD 140), of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 218 E. 'J' St., Casper Wyoming and more particularly described as:

Lot 29 and 30, Block 3 of the North Burlington Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 1981 Nottingham Dr., Casper Wyoming and more particularly described as:

Lot 5, Block 6 of the Pratt II Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 3025 Cabin Creek, Casper Wyoming and more particularly described as:

Lot 7, Block 0 of the River West Estates Addition (LAD 145), of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires:_____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 6356 Village Dr., Casper Wyoming and more particularly described as:

Lot 14, Block 0 of the River West Estates Addition (LAD 145), of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 466694

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 466694, from the property generally known as 6616 Village Dr., Casper Wyoming and more particularly described as:

Lot 216, Block 0 of the River West Estates Addition (LAD 145), of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 570180

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 570180, from the property generally known as 3004 Hamilton Way, Casper Wyoming and more particularly described as:

Lot 68, Block 0 of the University Park Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires:_____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 570180

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 570180, from the property generally known as 208 N. Sun Dr., Casper Wyoming and more particularly described as:

Lot 23, Block 0 of the University Park Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 570180

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 570180, from the property generally known as 3065 Gary Ave., Casper Wyoming and more particularly described as:

Lot 21 and Part of 22, Block 0 of the University Park/Hardin Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 585404

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 585404, from the property generally known as 343 Siskin St., Casper Wyoming and more particularly described as:

Lot 11, Block 4 of the University Park/Eastdale Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 585404

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 585404, from the property generally known as 226 N Nebraska Ave., Casper Wyoming and more particularly described as:

Lot 28, Block 3 of the University Park/Eastdale Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 585404

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 585404, from the property generally known as 126 Northway Ct., Casper Wyoming and more particularly described as:

Lot 1 and Part of 2, Block 3 of the University Park/Eastdale Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 585404

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 585404, from the property generally known as 134 N Pennsylvania Ave., Casper Wyoming and more particularly described as:

Lot 8, Block 2 of the University Park/Eastdale Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 593809

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 593809, from the property generally known 6356 Village Dr., Casper Wyoming and more particularly described as:

Lot 14, Block 0 of the River West Estates Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 593809

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 593809, from the property generally known 6616 Village Dr., Casper Wyoming and more particularly described as:

Lot 216, Block 0 of the River West Estates Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 593809

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 593809, from the property generally known 6639 Bailey Pl., Casper Wyoming and more particularly described as:

Lot 263, Block 0 of the River West Estates Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 593809

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 593809, from the property generally known 3073 Herrington Dr., Casper Wyoming and more particularly described as:

Lot 322, Block 0 of the River West Estates Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

January 8, 2019

Release of Lien

Re: Instrument Number: 638763

As authorized by City Council on January 8, 2019 per the attached resolution, this document releases the Local Assessment District (LAD) lien as recorded by instrument number 638763, from the property generally known as 3004 Hamilton Way, Casper Wyoming and more particularly described as:

Lot 8 and 9, Block 114 of the Casper/Hamilton Addition, of the City of Casper, Natrona County, Wyoming.

Signed, Sealed, and Delivered in the presence of:

ATTEST:

Fleur D. Tremel, City Clerk

Charles Powell, Mayor

State of Wyoming
County of Natrona

Subscribed and personally sworn to before me by the signatures this _____ day of _____.
(Month) (Year) My Commission Expires: _____

Notary Public

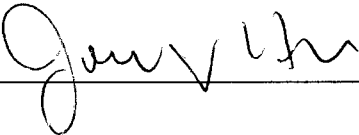
RESOLUTION NO.19-3

A RESOLUTION AUTHORIZING RELEASE OF LOCAL ASSESSMENT DISTRICT LIENS.

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 Lien Release for the real properties as itemized therein (attached as Exhibit 1), all as located in Local Assessment District 105-A, 117, 127, 140, 142, 144, 145, 149-1, 149-2, 150, and 151.

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

December 26, 2018

MEMO TO: Carter Napier, City Manager 
FROM: Shane Chaney, Support Services Captain 
SUBJECT: Acceptance of Sub-Award Grant Funds from the International Association of Chiefs of Police (IACP)

Meeting Type and Date:

Regular Council Meeting January 8, 2019

Action Type:

Resolution

Recommendation:

That Council, by resolution, authorize acceptance of a sub-award grant for Forty-Five Thousand Dollars (\$45,000) to be administered by the International Association of Chiefs of Police (IACP), and originating from the Office for Victims of Crime (OVC), U.S. Department of Justice, to be used for personnel and other operational costs in accordance with the grant.

Summary:

The Casper Police Department has been selected as one of three agencies to receive grant monies for work performed under the *Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims (ELERV) Initiative* through the International Association of Chiefs of Police (IACP), and originating from the Office for Victims of Crime (OVC), U.S. Department of Justice.

The City of Casper desires to utilize these grant funds for the Casper Police Department's Victim Witness Program for participation in the *Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims (ELERV) Initiative*. Funds will be used to support a Grant Coordinator Position and cover administrative and training expenses related to the Grant.

Financial Considerations:

There is no match requirement of the City of Casper for acceptance of this Grant.

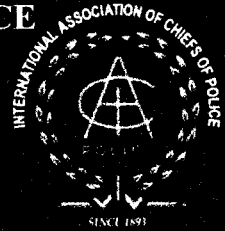
Oversight/Project Responsibility:

Chief of Police, Captain Shane Chaney, Vicky Macy

Attachments:

Sub-Recipient Agreement.
Resolution.

INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE



SUB-RECIPIENT AGREEMENT BETWEEN THE INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE AND THE CITY OF CASPER, WYOMING

This Agreement is effective as of the 1st day of October 2018, between the **International Association of Chiefs of Police** (hereinafter referred to as “IACP” or prime recipient) and the **City of Casper, Wyoming**, specifically, the Casper, Wyoming, Police Department (hereinafter referred to as “Casper Police Department” or the “Sub-Recipient”) for work performed under the U.S. Department of Justice, Office of Justice Programs (“OJP”), Office for Victims of Crime (“OVC” or “grantor”) Cooperative Agreement Award Number 2018-V3-GX-K066, federal CFDA number 16.582- Crime Victim Assistance/Discretionary Grants for the initiative entitled, ***“Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims”*** (hereinafter referred to as “Award”).

I. RECITALS

A. WHEREAS, in 2003 the Office for Victims of Crime (OVC) provided funding to the IACP to develop a national strategy for creating comprehensive cultural transformation within the law enforcement community in the United States, helping to move toward a philosophy and practice of enhanced victim response.

B. WHEREAS, the IACP is the recipient of the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime (“grantor”) Cooperative Agreement Award Number 2018-V3-GX-K066 and desires to enter into an Agreement with the Sub-Recipient to the extent and upon the terms and conditions set forth below, and included in Attachment A.

C. WHEREAS, the IACP serves to advance professional police services; promote enhanced administrative, technical, and operational police practices; foster cooperation and the exchange of information and experience among police leaders and police organizations; and enhance law enforcement’s response to victims, with a strong focus on reaching and serving underserved and unserved victims identified in the community.

D. WHEREAS, the IACP is the principal lead for the ***Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims*** initiative.

E. WHEREAS, the Sub-Recipient is willing and able to enter into this Agreement governing the nature, extent, and obligations of such professional services upon the terms and conditions contained in this document and Attachment A (Department of Justice, Office of Justice Programs, Office for Victims of Crime- Cooperative Agreement and Special Conditions).

F. WHEREAS, the Sub-Recipient will apply for funding using DUNS #152720140 (City of

Casper).

G. WHEREAS, the Sub-Recipient has expressed an interest in providing direct victim services in Casper, Wyoming as defined by the Victims of Crime Act.

H. WHEREAS, the Sub-Recipient will collaborate with a selected research partner to conduct a comprehensive process evaluation of the *Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims* initiative.

I. WHEREAS, the Sub-Recipient, must certify by signing this document that it is not on the federal debarment/suspension list as found on www.SAM.gov and if Casper Police Department should be disbarred or suspended during the life of this Agreement, it shall notify the IACP immediately.

J. WHEREAS, the Sub-Recipient will collaborate with the IACP and its partner, Office for Victims of Crime (“OVC”) to serve as a demonstration site for the *Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims* initiative.

K. WHEREAS, both parties agree that the primary program goal is to improve law enforcement response to victims of crime with a strong focus on reaching and serving underserved and unserved victims identified in the City of Casper, Wyoming.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereafter set forth, the parties agree as follows:

II. The Recitals herein are terms and conditions of this Agreement.

III. PROJECT DESCRIPTION

In 2003, the Office of Victim of Crime (OVC) provided funding to the IACP to develop a national strategy for creating comprehensive cultural transformation within the law enforcement community in the United States, helping to move forward a philosophy and practice of enhanced victim response. IACP developed an Implementation Guide, a Resource Toolkit, and a Training Supplement, releasing the full set of resources in 2009. The final Enhancing Law Enforcement Response to Victims (ELERV) toolkit is a strong set of resources that has support of the agencies around the country that assisted in developing, pilot testing, and validating the strategy. While the Strategy was never evaluated, IACP and OVC are fairly confident it is effective. However, it cannot be marketed as an evidence-based approach because the only evidence of effectiveness is anecdotal information for the limited number of implementing sites. To remedy this, in FY 2015, OVC provided funding to IACP under OVC’s FY 2014 Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims Initiative to evaluate the ELERV Strategy previously funded by OVC. The initiative is comprised of three components: (1) a demonstration project involving three competitively selected, medium-sized law enforcement agencies; (2) intensive technical assistance provided by IACP to the sites as they implement ELERV; and (3) a process evaluation to be conducted by local research partners selected by each demonstration site. Supplemental funding was provided by OVC in FY 2016, FY 2017 and FY 2018 to continue work on the initiative. With FY 2019 funding, OVC has continued to support the progress made toward the goals of this initiative. IACP will continue to provide intensive technical assistance to the three identified demonstration sites implementing the ELERV Strategy. In the final year of the

project, IACP will work to revise the ELERV Strategy and accompanying toolkit of resources, and develop a detailed strategy to provide technical assistance to law enforcement agencies around the country.

IV. STATEMENT OF WORK

- A. The services of the Sub-Recipient shall be in accordance with the Cooperative Agreement titled *Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims* for Cooperative Agreement Award Number 2018-V3-GX-K066, awarded to the IACP by U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime (Attachment A). The work shall be performed under the direction of Domingo Herraiz, IACP's Director of Programs or his successor.
- B. The Sub-Recipient hereby represents that it has received and reviewed the terms and conditions of the award, included hereto as Attachment A. The Sub-Recipient agrees that all the Sub-Recipient's work or services provided under this Agreement shall be in full compliance with requirements for grantees under the terms of the award.
- C. Duties of the Sub-Recipient under this Agreement are as follows:
- 1) Identify and maintain a primary programmatic point of contact at Casper Police Department responsible for maintaining ongoing and regular communication with IACP, and coordinating the day to day efforts of the initiative.
 - 2) Along with technical assistance from the IACP, continue implementation of the *Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims* as outlined in the implementation plan designed specifically for each demonstration site.
 - 3) Continue collaboration with other local partners, including direct service agencies, law enforcement and prosecutorial agencies to implement this initiative.
 - 4) Continue collaboration with identified research partners to conduct a comprehensive process evaluation of the *Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims* implementation efforts.
 - 5) Participate in regularly occurring virtual meetings with IACP to review and discuss project progress and challenges, and receive technical assistance.
 - 6) Attend a final all-site meeting in the Metropolitan D.C. area to include up to five, but no more than five, agency representatives. Sub-recipient personnel required to attend the final all-site meeting include at least one member of Casper Police Department's command staff (Chief, Deputy Chief, etc.), at least one sworn member at the operational level, and the primary programmatic point(s) of contact.
 - 7) Receive and deliver training to sworn personnel, professional personnel, and community partners, including, but not limited to, law enforcement, community, and municipal leaders, on the application of enhanced system-wide victim response protocols.
 - 8) Work collaboratively with, and receive technical assistance from, subject matter experts to assist in successful implementation of efforts.
 - 9) Participate in workshops, conferences, or national training events as approved by IACP focusing on enhanced victim response and long-term institutionalization of ELERV Strategy implementation efforts.

- 10) Host site visits with IACP and other project partners to receive technical assistance and guidance.
- 11) Host and support the IACP project team to provide on-site trainings to Sub-Recipient's sworn personnel, professional personnel and community partners as needed throughout the course of the project.
- 12) Submit an estimated project budget and budget narrative for the period of this Agreement as specified below in Section VI Compensation.
- 13) Submit Sub-Recipient budget modifications to IACP, as appropriate, in conjunction with the development and approval of strategic implementation plans, or other project milestones.
- 14) Submit quarterly Sub-Recipient invoices within thirty (30) days of the end of the quarter and include all required information as specified below in Section V Compensation.
- 15) Submit comprehensive quarterly programmatic progress reports prepared for IACP audit and compliance purposes as specified below in Section VI (Compensation).
- 16) Focus on capacity-building through the enhancement of existing collaborative community partnerships and the development of new partnerships.
- 17) Review, adapt, and adopt best practices and policies that support a victim-centered and trauma-informed response and culture.
- 18) Implement other project deliverables as identified and approved.

D. This Agreement consists of the following documents:

- 1) This writing, and,
- 2) Attachment A.

E. In the event of any inconsistency between the terms of this writing and the terms of Attachment A, the terms of Attachment A shall control. This Agreement, consisting of the above components, expresses the complete and final understanding of the parties and supersedes and cancels any previous or contemporaneous understanding, negotiations, offers, drafts, counter-offers or agreements between parties related to the work covered hereby, whether oral, verbal or reduced to writing.

V. KEY PERSONNEL

- A. All work conducted under this Agreement shall be performed only by competent and qualified personnel under the supervision of the Sub-Recipient. Sub-Recipient shall select a senior-level staff member to provide leadership over the course of the sub-Award. The IACP shall be notified in writing of any requests to change or add key personnel.**
- B. Sub-Recipient may choose to use funds under this Agreement to enter into second-tier sub-awards and/or contracts for services. Sub-Recipient hereby represents and warrants that it will ensure that all second-tier sub-awards shall be in full compliance with requirements for grantees under the terms of the award to include the Cooperative Agreement as represented in Attachment A, OJP Financial Guidelines, and any other General Conditions for OJP awards. Sub-Recipient further warrants that it will ensure this compliance by applying reasonable monitoring efforts.**
- C. The relationship created under this Agreement between the IACP and Sub-Recipient is that**

of grantor and grantee respectively, and in no way creates an employer/employee relationship between them, or between the IACP and any of the Sub-Recipient's employees, agents, or project initiative collaborators.

VI. COMPENSATION AND PERIOD OF PERFORMANCE

- A. The term of this Agreement shall commence on October 1, 2018, and shall continue through September 30, 2019, unless sooner terminated according to the conditions set forth in this Agreement.
- B. The IACP hereby awards a cost reimbursable sub-award of up to \$45,000 (forty-five thousand dollars) for services performed under this Agreement as related to Section IV (Statement of Work) and in accordance with the Sub-Recipient's approved budget and budget narrative. Sub-Recipient shall be reimbursed only for costs outlined in the approved budget. Requests for budget modifications must be submitted to IACP in writing and in advance for approval. Additionally, Sub-Recipient will submit to IACP in advance for review and approval, a budget and budget narrative for all second-tier sub-awards.
- C. A cost reimbursable sub-award provides for reimbursement of allowable costs once they are incurred. The IACP shall reimburse Sub-Recipient for allowable costs of services performed under this Agreement upon receipt of a detailed invoice and required supporting documentation which will be submitted on a quarterly basis and shall specify the number of hours (or 8-hour days) worked, or staff percentage of effort during reporting period, and a detailed account of services performed as related to Section III Statement of Work. Deadlines for submission of invoices and required documentation are as follows:
- 1) Quarter 1 (October 1 - December 31)— due on or before January 31;
 - 2) Quarter 2 (January 1 - March 31)— due on or before April 30;
 - 3) Quarter 3 (April 1 - June 30)— due on or before July 31; and,
 - 4) Quarter 4 (July 1 - September 30)—due on or before October 31.
- D. All invoices shall be submitted using an IACP provided invoice template and at a minimum shall include all of the following information and criteria:
- 1) Sub-Award number (referenced on page one of this Agreement);
 - 2) Unique invoice number as assigned by the Sub-Recipient;
 - 3) Certification, as required in 2 CFR 200.415(a);
 - 4) Dates for services provided covered by the invoice;
 - 5) Number of hours worked on each date, or staff percentage of effort during reporting period, broken down by each member of personnel;
 - 6) Detailed cost breakdown of any allowable expenses incurred by Sub-Recipient by budget category;
 - 7) Current and cumulative costs;
 - 8) Grand total of the invoice;
 - 9) Invoice signed and dated by the authorized representative of the Sub-Recipient;

- 10) Attachments reflecting appropriate back-up documentation shall include salary and fringe calculations and required receipts for reimbursement of travel, lodging or other allowable expenses; and,
 - 11) Attachment of a progress report outlining the specifics of work performed as related to Section IV (Statement of Work).
-
- E. All second-tier sub-award invoices submitted by Sub-Recipient to IACP for reimbursement must also adhere to the above outlined invoicing criteria and must be managed by Sub-Recipient in a method consistent with ensuring financial compliance of federal guidelines.
 - F. Failure to submit invoices by the above deadlines, and with all required information as specified below, may result in delayed payment or forfeiture of payment due to grant closures or restrictions.
 - G. All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Sub-Recipient. The IACP reserves the right to reject an invoice, in accordance with 2 CFR 200.305.
 - H. The IACP shall pay the amount of each invoice within thirty (30) days after receipt and approval of the invoice. The IACP shall have no obligation to pay invoices received more than thirty (30) days beyond the term or termination of this Agreement.
 - I. In addition to invoices, Sub-Recipient will submit to the IACP copies of the programmatic progress reports prepared for IACP audit and compliance purposes. The final invoice and progress report will be submitted no later than thirty (30) days after the end of this Agreement. Sub-Recipient's invoices shall contain an original, dated approval signature by an authorized representative of the Sub-Recipient. This signature shall certify that the invoice is true and correct and that expenditure of funds has been made in accordance with all award guidelines, requirements, and regulations. Progress reports and invoices shall be sent to the IACP staff member listed below or his/her successor (electronic submission preferred):

Heather Dooley
IACP ELERV Project Manager
dooley@theiacp.org
44 Canal Center Plaza, Suite 200
Alexandria, VA 22314
(703) 647-7308

VII. COPYRIGHT/OWNERSHIP

- A. The parties acknowledge that all intellectual property rights, including copyright and moral rights, in all materials that are created within the scope of this project, shall be owned by the IACP. IACP hereby grants the Sub-Recipient a non-exclusive, non-delegable, non-transferrable, and royalty-free license for non-commercial use of the work product in accordance with the terms and purposes of the award.
- B. The Sub-Recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and

irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for federal purposes: (1) any work subject to copyright developed under an award or sub-award; and (2) any rights of copyright to which a recipient or Sub-Recipient purchases ownership with federal support.

- C. The Sub-Recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under an award or sub-award; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227- 14 (Rights in Data -General).
- D. It is the responsibility of the Sub-Recipient to ensure that this condition is included in any second-tier sub-award under this award.

VIII. TERMINATION

A. Termination without Cause

The IACP or Sub-Recipient may terminate this Agreement without cause, but only with agreement from the grantor, U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime, at any time, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the Sub-Recipient shall be entitled to payment, determined on a pro rata basis, for work or services performed. The notice shall state the effective date of termination, and the terminating party shall be compensated for all services rendered through the effective date of termination.

B. Termination Upon Grantor's Reduction or Termination of Funding or Modification to Exclude Work

In the event the initiative grantor, U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime, reduces or terminates funding for this initiative, or modifies the award to exclude the work related to this Agreement, during the term of this Agreement, this Agreement shall be considered terminated upon the date that the IACP provides notice to Sub-Recipient of the reduction or termination of funding. The IACP shall compensate Sub-Recipient for all services rendered through the date of notice to Sub-Recipient that the Agreement is terminated because of the reduction or termination of funding.

IX. RECORDS AND AUDIT

The Sub-Recipient shall retain all records relating to work performed under this Agreement for at least three (3) years after Sub-Recipient's receipt of the final payment under this Agreement or after the closure of all pending matters, whichever is later. If an audit, litigation, or other action involving the records is scheduled before the end of the three-year period, the records must be retained until all issues arising out of the action are resolved or until the end of the three-year period, whichever is later. All costs incurred in performance of work under this Agreement shall be subject to audit by the grantor or an authorized representative of the IACP, or both. The Sub-Recipient agrees to comply with the grantor's audit constraints and guidelines, shall allow auditors' access to records necessary to supplement expenditures (after reasonable notice and during normal business hours), and shall supply the IACP with copies of all its audit repayments of work performed and compensation paid pursuant to this Agreement.

X. COMPLIANCE

A. Laws, Audit and Grant Requirements:

- 1) Sub-Recipient certifies it is not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; has not been convicted of, had a civil judgment for, or is not presently indicted for or otherwise criminally or civilly charged by a governmental entity for fraud or other prohibited activities. Sub-Recipient further certifies that should its status change in this regard during the term of this Agreement, Sub-Recipient shall notify IACP immediately.
- 2) The Sub-Recipient represents and certifies that the Sub-Recipient is currently in compliance, and shall remain in compliance during the term of the Agreement, with all applicable federal civil rights laws, as required in the terms and conditions of the grant.
- 3) The Sub-Recipient agrees to cooperate with all IACP review and audit procedures to ensure Sub-Recipient's compliance without limitation to all requirements and special conditions (Attachment A) related to this grant.
- 4) The Sub-Recipient agrees that all the Sub-Recipient's work or services provided under this Agreement shall be in full compliance with the terms of the grant.

B. Insurance:

- 1) The Sub-Recipient shall secure and maintain during the term of this Agreement, at its sole cost and expense, Workers' Compensation and Employer's Liability Insurance for all of its employees engaged in work under this Agreement, as required by the applicable statutory requirements. The IACP shall not be responsible for any injuries or damages to the employees of the Sub-Recipient.
- 2) During the term of this Agreement, the Sub-Recipient shall maintain Comprehensive General Liability coverage, including Personal Injury Coverage and Contractual Liability, with at least the minimum combined single limit for Bodily Injury and Property Damage, in accordance with the Sub-Recipient's regular requirements and practices. All liability coverage required by this Agreement must be in accordance with Wyoming State law.
- 3) Upon request, the Sub-Recipient shall provide a Certificate of Liability Coverage to the IACP.

C. Forms and Documents:

The Sub-Recipient shall sign as necessary and file with the IACP the following forms and documents:

- 1) 424B Assurance form and a Certificate Regarding Lobbying form giving assurances of compliance with applicable federal requirements as specified therein;
- 2) Form W-9 Request for Taxpayer Identification Number and Certification to file with the IACP;
- 3) Most recent Independent Financial and A-133 Audit Report;
- 4) Most recently approved indirect rate cost agreement (if applicable); and,
- 5) DUNS Number

XI. CONFLICT OF INTEREST

The Sub-Recipient knows of no agreements or transactions to which it is a party or in which its rights, duties, obligations, or interests conflict with, or are inconsistent with, those of the IACP, the grantor, or this Agreement. The Sub-Recipient is not aware of any other contract or agreement, which would compete with or conflict with its obligations under this sub-grant. If the Sub-Recipient becomes aware of potential, actual or apparent conflict during the project period, it will immediately notify the IACP in writing.

XII. GOVERNING LAW AND DISPUTES

As between the parties, this Agreement shall be governed by and construed in accordance with the laws of the State of Wyoming, without application of any principles of choice of laws. Disputes that cannot be resolved by the IACP and the Sub-Contractor must be first addressed through appropriate alternative dispute resolution procedures. Any agreements reached during alternative dispute resolution are binding. Should no agreement be reached, resolution shall be determined by a court of competent jurisdiction in the County of Natrona, State of Wyoming. Notwithstanding anything appearing to the contrary in this clause, this governing law and disputes clause is subject to the dispute resolution mechanisms of the original grant, so that if there is any conflict between the dispute resolution mechanisms mandated by the federal government and this clause, the provisions of federal law and regulation will take precedence and govern. Likewise, in the event of any conflicts between Wyoming law or procedure and federal statute or regulation, the federal law or regulation preempts Wyoming or regulation.

XIII. LIABILITY

Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof.

XIV. ENTIRE AGREEMENT

This Agreement, including the terms of the original Cooperative Agreement and any and all other terms, conditions, rules or regulations (e.g., provisions of the Code of Federal Regulations) that may apply to the grant or this sub-grant, constitutes the entire Agreement between the parties regarding the subject matter hereof and supersedes any other written or oral understanding of the parties. This Agreement may not be modified except by written instrument executed by both parties.

XV. SEVERABILITY; WAIVER

If any provision in this Agreement is held to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way. A failure or refusal to exercise any right on one occasion shall not constitute a waiver of either party's right to enforce the terms and conditions of this Agreement or to exercise its rights in the future.

XVI. GOVERNMENTAL CLAIMS

The Sub-Recipient does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, *et seq.* The Sub-Recipient

specifically reserves the right to assert any and all immunities, rights and defenses it may have pursuant to the Wyoming Governmental Claims Act. The parties acknowledge that the Sub-Recipient has governmental immunity and only the Wyoming Legislature has the power to waive it. The parties further acknowledge that there are constitutional and statutory limitations on the authority of the Sub-Recipient to enter into certain terms and conditions supplied by the International Association of Chiefs of Police, including, but not limited to, the following: liability for damages; choice of law; conflicts of law; venue and forum-selection clauses; defense or control of litigation or settlement; liability for acts or omissions of third parties; payment of attorneys' fees or costs; additional insured provisions; dispute resolution, including, but not limited to, arbitration; indemnification of another party; and confidentiality. Any such provisions in this Agreement, or in any attachments or documents incorporated by reference, will not be binding on Sub-Recipient, except to the extent authorized by the laws and Constitution of the State of Wyoming or except to the extent authorized by federal law or regulation, which pre-empt state law. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of governmental immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

The parties indicate by the signatures below their intent to be bound by the terms of this Agreement:

APPROVED AS TO FORM:

Attorney for the City of Casper

SUB-RECIPIENT
(A municipal corporation)

Charles Powell
Mayor

ATTEST:

Fleur D. Tremel
City Clerk

ADDRESS FOR CITY OF CASPER:
200 North David Street
Casper, WY 82601-1894
P: (307) 235-8400
E: schaney@casperwy.gov

Sub-Recipient's Tax ID #: 83-6000049
Congressional District: At Large, Wyoming

APPROVED AS TO FORM:

DocuSigned by:
Jerry Panaro 12/19/2018

Attorney for the IACP

IACP

DocuSigned by:
Terrence M. Cunningham 12/19/2018

Terrence Cunningham
Deputy Executive Director/COO

WITNESS:

DocuSigned by:
Krisann Ebel 12/19/2018

Krisann Ebel
Project Coordinator

ADDRESS FOR IACP:
44 Canal Center Plaza, Suite 200
Alexandria, VA 22314
P: (703) 836-6767
E: executivedirector@theiacp.org

Prime Recipient's Tax ID #: 53-0227813
Congressional District: VA08

ATTACHMENT A

Department of Justice
Office of Justice Programs
Office for Victims of Crime

Cooperative Agreement
And
Special Conditions



U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime

Cooperative Agreement

PAGE 1 OF 16

1. RECIPIENT NAME AND ADDRESS (Including Zip Code)

International Association of Chiefs of Police
44 Canal Center Plaza, Suite 200
Alexandria, VA 22314-2357

4. AWARD NUMBER: 2018-V3-GX-K066

5. PROJECT PERIOD: FROM 10/01/2018 TO 09/30/2020

BUDGET PERIOD: FROM 10/01/2018 TO 09/30/2020

6. AWARD DATE 09/27/2018 **7 ACTION**

2a. GRANTEE IRS/VENDOR NO.
530227813

8. SUPPLEMENT NUMBER Initial
00

2b. GRANTEE DUNS NO.
072632482

9. PREVIOUS AWARD AMOUNT \$ 0

3. PROJECT TITLE
Service, Support & Justice: A Strategy to Enhance Law Enforcement's
Response to Victims Technical Assistance Project

10. AMOUNT OF THIS AWARD \$ 1,590,007

11. TOTAL AWARD \$ 1,590,007

12. SPECIAL CONDITIONS

THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT

This project is supported under 34 U.S.C. § 20103(c)(1)(A)

14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)

16.582 - Crime Victim Assistance/Discretionary Grants

15. METHOD OF PAYMENT

GPRS

AGENCY APPROVAL

GRANTEE ACCEPTANCE

16. TYPED NAME AND TITLE OF APPROVING OFFICIAL

Matt Dummermuth
Principal Deputy Assistant Attorney General

18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL

Vincent Talucci
Executive Director

17. SIGNATURE OF APPROVING OFFICIAL

19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

19A. DATE

10-18-18

AGENCY USE ONLY

20. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD. ACT.	OFC.	DIV. REG.	SUB.	POMS	AMOUNT
X	G	V3	40	00	00		1590007

21. TV3PGT0345

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

VK
AK



U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime

**AWARD CONTINUATION
SHEET**
Cooperative Agreement

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PROJECT NUMBER 2018-V3-GX-K066

AWARD DATE 09/27/2018

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2018 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

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U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime

**AWARD CONTINUATION
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Cooperative Agreement

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PROJECT NUMBER 2018-V3-GX-K066

AWARD DATE 09/27/2018

SPECIAL CONDITIONS

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after-- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

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U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime

**AWARD CONTINUATION
SHEET**
Cooperative Agreement

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PROJECT NUMBER 2018-V3-GX-K066 AWARD DATE 09/27/2018

SPECIAL CONDITIONS

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

9. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

10. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.



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11. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)), and are incorporated by reference here.

12. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

13. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

14. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

15. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

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16. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

17. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

19. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

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21. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

22. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

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24. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

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25. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

26. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

27. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

28. The recipient authorizes the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, papers, or documents related to this grant.

29. No federal funds shall be used to pay for any part of air travel that includes business or first class seating except as authorized for government travel (as described in OMB Circular A-122) and authorized by the grant manager prior to booking such tickets.

30. Grant funds may be used only for the purposes in the recipient's approved application. The recipient shall not undertake any work or activities that are not described in the grant application, and that use staff, equipment, or other goods or services paid for with OJP grant funds, without prior written approval from OJP.

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31. Any Web site or mobile application that is funded in whole or in part under this award must include the following statement where most practicable: "This Web site [or application] is funded [insert "in part," if applicable] through a grant from the [insert name of OJP component], Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site [or application] (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)."

The full text of the foregoing statement must be clearly visible. The statement may also be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

Handwritten initials, possibly "ST" and "AK", in the bottom right corner of the page.



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32. Within 45 calendar days after the end of any conference, meeting, retreat, seminar, symposium, training activity, or similar event funded under this award, and the total cost of which exceeds \$20,000 in award funds, the recipient must provide the program manager with the following information and itemized costs:

- 1) name of event;
- 2) event dates;
- 3) location of event;
- 4) number of federal attendees;
- 5) number of non-federal attendees;
- 6) costs of event space, including rooms for break-out sessions;
- 7) costs of audio visual services;
- 8) other equipment costs (e.g., computer fees, telephone fees);
- 9) costs of printing and distribution;
- 10) costs of meals provided during the event;
- 11) costs of refreshments provided during the event;
- 12) costs of event planner;
- 13) costs of event facilitators; and
- 14) any other costs associated with the event.

The recipient must also itemize and report any of the following attendee (including participants, presenters, speakers) costs that are paid or reimbursed with cooperative agreement funds:

- 1) meals and incidental expenses (M&IE portion of per diem);
- 2) lodging;
- 3) transportation to/from event location (e.g., common carrier, Privately Owned Vehicle (POV)); and,
- 4) local transportation (e.g., rental car, POV) at event location.

Note that if any item is paid for with registration fees, or any other non-award funding, then that portion of the expense does not need to be reported.

Further instructions regarding the submission of this data, and how to determine costs, are available in the OJP Financial Guide Conference Cost Chapter.

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33. Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 42 U.S.C. 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

34. Responsibility for the coordination of topics addressed or services rendered is shared jointly with the OVC and the recipient. Where appropriate, the recipient will act jointly with OVC in accomplishing the following tasks: 1) determination of modifications to the program plan or budget; and, 2) design of data collection instruments. In executing this responsibility, OVC requires that its program specialist meet periodically with recipient (as determined by OVC) throughout the life of the project to discuss project activities, plans, problems, and solutions.

35. Responsibility for the day-to-day conduct of the project rests with the recipient. This specifically includes operations, data collection, analysis and interpretation.

36. Responsibility for general oversight and redirection of the project, if necessary, rests with OVC. OVC will review and approve all activities in the requirements under the various stages, as enumerated in the solicitation. This includes review and approval in a timely manner of all key personnel selections, consultants, assessments, plans, instruments, manuals, and documents developed or identified for use during the project, with suggestions for modifications. The program solicitation is hereby incorporated by reference into the Cooperative Agreement making it part of the overall agreement, requiring adherence to its overall design.

37. The recipient will coordinate its efforts with other similar OVC-funded programs within the relevant jurisdiction in order to enhance the project and avoid duplication of efforts.

38. OVC reserves the right to take appropriate action in instances when the grantee fails to initiate activity on the grant or misses multiple time tasklines. OVC action may include, but is not limited to, termination or suspension of the grant.

39. Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service:

"This Web site is funded [insert "in part," if applicable] through a grant from the [insert name of OJP component], Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)."

The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

40. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.



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41. Copyright; Data rights

The recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward; and (2) any rights of copyright to which a recipient or subrecipient purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under an award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient, if applicable) to ensure that this condition is included in any subaward under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

42. The Project Director and key program personnel designated in the application shall be replaced only for compelling reasons. Successors to key personnel must be approved, and such approval is contingent upon submission of appropriate information, including, but not limited to, a resume. OJP will not unreasonably withhold approval. Changes in other program personnel require only notification to OJP and submission of resumes, unless otherwise designated in the award document.

43. With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

44. Applicants must certify that Limited English Proficiency persons have meaningful access to the services under this program(s). National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary. The U.S. Department of Justice has issued guidance for grantees to help them comply with Title VI requirements. The guidance document can be accessed on the Internet at www.lep.gov.



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45. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

46. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

47. Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

48. Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

49. The recipient agrees that it will submit quarterly financial status reports to OJP on-line (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at <https://www.gsa.gov/forms-library/federal-financial-report>), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.

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50. The recipient shall submit semiannual progress reports. Progress reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.
51. The recipient agrees to submit a final report at the end of this award documenting all relevant project activities during the entire period of support under this award. This report will include detailed information about the project(s) funded, including, but not limited to, information about how the funds were actually used for each purpose area, data to support statements of progress, and data concerning individual results and outcomes of funded projects reflecting project successes and impacts. The final report is due no later than 90 days following the close of this award period or the expiration of any extension periods. This report will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.
52. Grantees producing (1) all videos or (2) any products for grantee's independent release must follow the OVC Publishing Guidelines for placement of logos, inclusion of funding/disclaimer statement, and, if relevant, product barcodes. Check with your grant monitor for tip sheet, "The Essentials," for detailed instructions.
53. The grantee agrees to comply with the requirements set forth in the current edition of the OVC Publishing Guidelines Handbook at <http://www.ojp.usdoj.gov/ovc/publications/infores/pubguidelines/welcome.html>.
54. The grantee agrees to use grant funds to make any substantive corrections, if appropriate, to a publication or product in response to comments generated through either the OVC peer review process or the internal Department of Justice review process. Any grant-funded products (written, Web-based, audio-visual, or any other media format), whether produced at the grantee's or government's expense, shall contain the following statement: This _____ was produced by _____ under [add contract or grant number, as appropriate], awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this _____ are those of the contributors and do not necessarily represent the official position or policies of the U.S. Department of Justice.
55. The recipient agrees to submit to OVC for review and approval any curricula, training materials, proposed publications, reports, videos, or any other written materials that will be developed and published under this award at least three (3) months before the end of the project period, unless otherwise approved by OVC. Recipients must incorporate all changes that OVC requests before releasing a deliverable developed under this award, and may not release such a deliverable without prior approval by OVC. Minor deliverables, such as one-page flyers and discrete web pages, do not require review or prior approval by OVC. Recipients must request OVC approval prior to awarding a subaward or contract for video production.
56. The recipient understands and agrees to track and report data on all training and technical assistance activities and deliverables using the guidance, format, or tool provided by the Program Office or OJP.
57. Recipient understands and agrees not to engage in activities constituting organizational conflicts of interest, such as bidding on specifications that you guided as part of the provision of training and technical assistance under this award. Forbidden organizational conflicts of interest are described more fully in detail in the Federal Acquisition Regulations, 48 C.F.R. 9.505. Prior approval from your grant manager is required for any work with a grantee.

VT
AK



U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime

**AWARD CONTINUATION
SHEET**
Cooperative Agreement

PAGE 16 OF 16

PROJECT NUMBER 2018-V3-GX-K066

AWARD DATE 09/27/2018

SPECIAL CONDITIONS

58. The grantee agrees to submit to OVC, within 30 days of award, a revised time-task plan. This revised time-task plan should be developed in consultation with the OVC program specialist assigned to the project, and should clearly indicate the following: (1) each of the stated project objectives and the tasks to be performed to achieve those objectives; (2) the completion dates for tasks and delivery dates for products; (3) the project staff responsible for accomplishing each task; 4) submission dates for financial and programmatic progress reports, consistent with the requirements of the OJP Financial Guide; and 5) incorporation of development schedule for print, video, and multimedia products to assure periodic OVC reviews of products (see Product Submission Requirements).

59. The Victims of Crime Act (VOCA) of 1984 states that VOCA funds are available during the federal fiscal year in which the award was actually made, plus the following three fiscal years. At the end of this period, VOCA funds will be deobligated. OJP has no discretion to permit extensions beyond the statutory period. (E.g., VOCA funds awarded in FY 2018, are available until the end of FY 2021).

JK
AK

RESOLUTION NO.19-4

A RESOLUTION AUTHORIZING ACCEPTANCE OF GRANT FUNDS FROM THE INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE (IACP)

WHEREAS, the City of Casper has been approved for a grant for Forty-Five Thousand Dollars (\$45,000) administered by the International Association of Chiefs of Police (IACP), and originating from the Office for Victims of Crime (OVC), U.S. Department of Justice; and,

WHEREAS, the City of Casper desires to accept the grant funds from the International Association of Chiefs of Police (IACP) by executing the Sub-Recipient Agreement between the City of Casper and the International Association of Chiefs of Police (IACP); and,

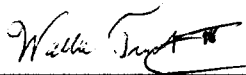
WHEREAS, the City of Casper desires to utilize these grant funds for the Casper Police Department's Victim Witness Program for participation in the *Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims (ELERV) Initiative*.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest the Subcontract Agreement between the City of Casper and the International Association of Chiefs of Police (IACP) .

BE IT FURTHER RESOLVED: That the City Manager and/or his/her designee is hereby authorized to execute all other documents pertaining to said grant.

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

November 27, 2018

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

FROM: Andrew B. Beamer, P.E., Public Services Director *AB*
Alex Sveda, P.E., Associate Engineer

SUBJECT: Authorizing Change Order No. 1 (CO1) with 71 Construction for a time extension of 188 days, for the K Street Improvements Phase 1, Project No. 15-51.

Meeting Type & Date:

Regular Council Meeting

January 8, 2019

Action Type:

Resolution

Recommendation:

That Council, by resolution, authorize CO1 with 71 Construction (71) for a time extension of 188 days, for the K Street Improvements Phase 1, Project No. 15-51.

Summary:

Hedquist Construction, Inc. (Hedquist) was awarded the K Street Improvements Phase 1, Project No. 15-51 in February 2017. In May of 2018, Hedquist forfeited the remaining work of this project to their bonding company, United Fire and Casualty Company (United Fire). By August of 2018, United Fire received proposals from Contractors to finish the work and, with the City, developed a completion contract with 71 and the City, allowing 71 to begin work by August 27, 2018. The late August start has pushed construction outside the typical construction season, and a winter shutdown is being requested.

The remaining work includes mill and overlay of the existing asphalt street surface, storm sewer manhole replacement, inlet and lateral pipe replacement, street light replacement with electrical meter/service installation, ADA accessible ramp installation, and curbwalk/driveway approach replacement, all on "K" Street from Kimball to Grant Street and from Wolcott to Center Street.

71 has requested a winter shutdown period of 158 days with an additional 30 days to complete the remaining work on K Street from Kimball Street to Grant Street. The new schedule includes a construction stop date of November 9, 2018, at which time the Contractor will demobilize all equipment and materials from the site, and the winter shutdown period of 158 days shall begin. Prior to winter shutdown, the Contractor will ensure the street is paved and fully accessible by the public. On April 1, 2019, the winter shutdown shall end and construction shall commence, which starts the 30 working-day time extension. May 1, 2019 will be the new Substantial Completion date. After this date, Liquidated Damages shall accrue if the work cannot be completed to allow the street to be fully

CO1 71 Construction
K Street Improvements Phase 1
Project No. 15-51

opened to traffic.

WWC Engineering (WWC) is under contract for design and construction administration of the “K” Street Phase I improvements. WWC and City of Casper staff have reviewed CO1 and recommend the above time extensions.

Financial Considerations:

CO1 is for a time extension only, and there is no change in the Contract price with 71.

Oversight/Project Responsibility:

Alex Sveda, Associate Engineer

Attachments:

Resolution; WWC recommendation letter; 71 time extension request; CO1.

October 2, 2018

Alex Sveda, P.E.
City of Casper
200 N David
Casper, WY 82604

Re: K Street Improvements Phase I – 71 Construction Winter Shutdown Request

Alex,

71 Construction began work on the remaining portions of the K Street Improvements project on September 25th, 2018. During the project kick off meeting that day, 71 indicated they did not anticipate being able to complete the entirety of the project before winter set in. 71 Construction submitted a project schedule and formal Winter Shutdown request on September 27th, in which they anticipated completion of the west end of the project from Center street to Wolcott by October 26, 2018. Once this area is complete, 71 is requesting shutting down for the winter and resuming construction of the east end of the project in the spring.

During the negotiation phase with the bonding company and prior to award of the remaining work to 71, we had estimated a three-month timeframe for completion of the entire project. Three months from the actual start date would be the end of December, which is likely 4-6 weeks beyond the practical end of the construction season. We do not believe it is feasible or practical for 71 to complete the entire project this fall, and recommend granting winter shutdown as requested. Additional delays and reduction in quality of construction due to inclement weather are likely enough to warrant a winter shutdown in our opinion.

Notice to Proceed was issued on August 27th, 2018 with a substantial completion date of October 26th, 2018. Given the current construction schedule, it appears that 71 will have exceeded the contract time and entered into Liquidated Damages once construction resumes in the spring. 71 did provide an explanation for why start of construction was delayed after issuance of NTP in the Winter Shutdown request letter, but we have not received a formal request for contract time extension from them. We anticipate the contract time becoming an issue that will need to be addressed in the near future.

Sincerely,



Darrin Tromble, P.E.
WWC Engineering



September 27, 2018

Mr. Alex Sveda, P.E., Associate Engineer
City of Casper Engineering
200 North David
Casper, WY 82601

Subject: K Street Completion Project
Project Schedule/Winter Shut Down

Dear Mr. Sveda:

71 Construction started construction on the completion of the K Street Improvement Project Phase I on September 25, 2018. As you know, the scope of work remaining on the project contract initially was not entirely clear, so negotiations regarding the contract took much longer than anyone anticipated. We provided the initial pricing to the prior contractor's bonding company representative in April of 2018 and the Notice to Proceed (NTP) from the City was issued for commencement on August 27, 2018. Since the negotiation time proved to be so lengthy, it was uncertain to us when, or if, we would be able to commence construction on this project, so other work was started. When we finally came to an agreement and the NTP was issued, we were in the midst of completing other work and could not immediately begin work on this project.

As mentioned, work has started. The project will commence on its west boundary at Center Street and work eastward to connect to where the previous contractor ended at Wolcott Street. We expect to have this completed by October 26, 2018 or in thirty (30) calendar days. The remaining portion of the project is from Kimball to Grant and includes complete removal and replacement of the existing surfacing. We are approaching the time of year when there is a very real possibility of inclement weather that would hinder reconstruction. There is significant traffic on K Street and if it were not possible to complete a hard surface due to weather and temperature, there would be significant difficulties for traffic and residents in that area. It is our opinion that shutting down operations after completion of the first portion, Center to Wolcott, for the winter months is only prudent and that is our intent. We intend to recommence operations on the remaining portion of work in April of 2019 and complete within thirty (30) calendar days of our start date, weather permitting.

We appreciate your consideration in this matter. Please call me at (307) 235-2922 if you would like to discuss this further or if you have concerns.

Sincerely,
71 Construction

A handwritten signature in black ink, appearing to read 'Michael D. Lewan'.

Michael D. Lewan, P.E.
Chief Engineer

Cc, file

CITY OF CASPER
CHANGE ORDER

NO. (1)

PROJECT: K Street Improvements Phase I
Project No. 15-51

DATE OF ISSUANCE: 11/26/2018

OWNER: City of Casper, Wyoming

CONTRACTOR: 71 Construction

ARCHITECT/ENGINEER: City of Casper

You are directed to make the following changes in the Contract Documents:

Description: Additional contract time to cover the Winter Shutdown granted to 71 construction. Winter shutdown will last from the date of issuance until April 1st, 2019, with construction to resume on that date with the remaining 30 days of allowed contract time, weather permitting.

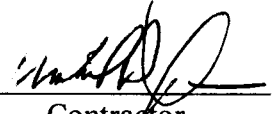
Attachments: Request for Winter shutdown from 71 construction.

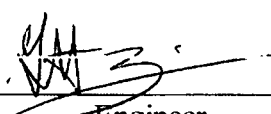
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$ 591,260.05	Original Contract Time: (days or date) Substantial completion: <u>October 26th</u> , 2018; Final completion: <u>November 2</u> , 2018
Previous Change Orders No. --- to ---: \$ <u>0</u>	Net change from previous Change Orders (days): <u>--0--</u> (days): <u>--0--</u>
Contract Price prior to this Change Order: \$ 591,260.05	Contract Time prior to this Change Order: Substantial completion: <u>October 26th</u> , 2018; Final completion: <u>November 2</u> , 2018
Net Increase/Decrease change of this Change Order: \$ 0.00	Net Increase/Decrease of this Change Order: <u>188</u> (days) (<u>242 calendar days</u>)
Contract Price with all approved Change Orders: \$ 591,260.05	Contract Time with all approved Change Orders:(date) <u>Substantial completion: May 1, 2019</u> <u>Final completion: May 7, 2019</u>

ACCEPTED:

RECOMMENDED:

APPROVED:

BY: 
Contractor
71 CONSTRUCTION

BY: 
Engineer

BY: _____
Owner

CO-1

RESOLUTION NO.19-5

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 WITH
71 CONSTRUCTION, LLC FOR THE K STREET
IMPROVEMENTS PHASE 1, PROJECT NO. 15-51.

WHEREAS, 71 Construction is currently under contract with the City of Casper for the K Street Improvements Phase 1, Project No. 15-51; and,


WHEREAS, the City of Casper desires a time extension of one hundred eighty-eight (188) days, one hundred fifty-eight (158) winter shutdown days and thirty (30) working-days added to the project's substantial completion date; and,

WHEREAS, 71 Construction is able and willing to complete the work with a revised substantial completion date of May, 1 2019.

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 Change Order No. 1 to the agreement between the City of Casper and 71 Construction for performing additional work related to K Street Improvements Phase 1, Project No. 15-51, for a time extension of one hundred eighty-eight (188) days.

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

November 29, 2018

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

FROM: Andrew B. Beamer, P.E., Public Services Director *AB*
Alex Sveda, P.E., Associate Engineer

SUBJECT: Authorizing a Contract for Professional Services with Strata, Inc., in the Amount of \$23,262, for the project for 2019 Geotech for Capital Projects.

Meeting Type & Date:

Regular Council Meeting
January 8, 2019

Action Type:

Resolution

Recommendation:

That Council, by resolution, authorize a contract for professional services with Strata, Inc. (Strata), in the amount of \$23,262, for geotechnical services related to the project for 2019 Geotech for Capital Projects, Project No. 18-085.

Summary:

Three (3) proposals were received to perform geotechnical services for the 2019 Geotech for Capital Projects, Project No. 18-085, and are summarized below:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
Strata, Inc.	Casper, WY	\$23,262.00
Advanced Geotechnical Solutions	Casper, WY	\$23,512.50
Inberg Miller Engineers	Casper, WY	\$24,062.50

The City Engineering office is performing in-house design services for street and sanitary sewer improvements projects. Engineering staff recommends entering into a contract for professional services with Strata for such services. The geotechnical services are to be completed by February 1, 2019.

Financial Considerations:

Funding for the project will be from one-time, currently budgeted revenues from One Percent #15 funds for Residential Streets and FY18 Miscellaneous Arterial and Collector Streets Funds.

Oversight/Project Responsibility:

Alex Sveda, Associate Engineer

Attachments:

Resolution, Contract for Professional Services

Strata
2019 Geotech for Capital Projects
Project No. 18-085

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. Strata, Inc., 605 North Warehouse Road, Casper, Wyoming 82601 ("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 obtain subsurface borings for Casper water improvements projects as the 2019 Geotech for Capital Projects, Project No. 18-085.

B. The project requires professional services for the soils subsurface exploration and geotechnical engineering services.

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

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

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

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project as described in Exhibit "A", which is attached hereto and made a part of this Contract.

2. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken and completed on or before the 1st day of February, 2019.

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 Twenty Three Thousand Two-Hundred Sixty-Two and 00/100 Dollars (\$23,262.00).

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.

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

William Tremel

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

WITNESS

CONSULTANT
Strata, Inc.

By: [Signature]

By: [Signature]

Printed Name: Alex Sveda

Printed Name: Javed J. Jung

Title: Associate Engineer
City of Casper

Title: Branch Manager

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to 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, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

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

5. *Deductibles and Self-Insured Retentions*

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

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless 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 complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the 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.

From: Alex Sveda

Sent: Thursday, October 25, 2018 2:25 PM

To: 'Peter T. Melander' <pmelander@inberg-miller.com>; Ben Hauser (Ben.Hauser@AGS-West.com) <Ben.Hauser@AGS-West.com>; Jared Jung <JJung@stratageotech.com>

Subject: 2019 Geotech for Capital Improvements, Project No. 18-085

Importance: High

All,

The City of Casper Engineering Office is requesting cost proposals to drill borings as stated below, for the following site locations.

Street Surfacing Mill & Overlay Projects:

- Eastbrook – Glendale to 21st – 6 blocks – 1 core per block.
- 53rd – Oak to Casper Mtn. Rd – 4 blocks – 1 core per block.
- Amherst – Fairdale to Beverly – 4 blocks – 1 core per block.
- S. Coffman Ave. – O’Dell to W. 25th – 2 cores per block.
- W. 29th St. – Knollwood to S. Coffman – 1 core per block.
- Meadow Dr.– W. 29th to O’Dell – 1 core per block.

Street Reconstruction:

- 21st Street - Beverly to Kingsbury – 2 cores per block.
- Missouri Ave. - 21st Street to 15th Street – 6 bores evenly spaced.
- West 13th Street - CY Avenue to McKinley – 2 cores per block.

Sanitary Sewer:

- Wisconsin Avenue - 10th and 12th Streets – 2 cores per block.
- Wilson Street – 3rd Street to ‘A’ Street – 2 cores per block.

Each boring shall be conducted to a minimum depth of 10 ft. The borings shall be drilled to obtain information on the subsurface profile including existing roadway sections, to obtain samples for laboratory testing and to estimate the groundwater level and depth to bedrock if encountered. Consultant must obtain one street cut permit and one traffic control permit AND submit and receive approval of a map showing proposed boring locations. Consultant must call for utility locates. Consultant must have the soil samples preliminarily screened for VOC's and hydrocarbon staining. If VOC's or hydrocarbon staining is observed, consultant to perform headspace analyses on those samples. Provide a geotechnical engineer to visually classify samples obtained in the field and conduct laboratory testing to determine the physical and engineering properties of the on-site soils and bedrock. Please incorporate the following laboratory testing to be completed: Natural Moisture Content (D2216), Particle Size Analysis (D422), Minus No. 200 Sieve (D1140), Atterberg Limits (D4318), and pH and Minimum Resistivity (only on soils that exhibit VOC or hydrocarbon staining). Please provide an electronic copy (in pdf) of a summary report of the data obtained from the field exploration and laboratory testing and present any conclusions and recommendations. Please provide an itemized not-to-exceed fee schedule based on the scope of work outlined in this email that shall include hourly and unit rates for field investigation (geotech/environmental), laboratory testing, Engineering, travel, rental.

The due date and time for proposals is November 16, 2018 at 5pm. Completion for the work is February 1, 2019.

Please let me know if you have any questions.

Thanks,

Alex Sveda, P.E.
Associate Engineer
City of Casper
200 North David St
Casper, WY 82601
P: 307 235-8341
F: 307 234-0709
asveda@casperwy.gov

RESOLUTION NO. 19-6

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH STRATA, INC. (STRATA) FOR ENGINEERING SERVICES FOR THE 2019 GEOTECH FOR CAPITAL PROJECTS, PROJECT NO. 18-085.

WHEREAS, the City is undertaking the 2019 Geotech for Capital Projects, Project No. 18-085; and,

WHEREAS, the City of Casper desires engineering services for the soils subsurface exploration and geotechnical engineering services; and,

WHEREAS, Strata, Inc., is able and willing to provide the engineering services for the 2019 Geotech for Capital Projects, Project No. 18-085.

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 Strata for this service.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the contract, equal to a total not to exceed the amount of Twenty-Three Thousand Two Hundred Sixty-Two and 00/100 Dollars (\$23,262.00).

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

Strata
2019 Geotech for Capital Projects
Project No. 18-085

November 28, 2018

MEMO TO: J. Carter Napier, City Manager

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

SUBJECT: Authorizing Change Order No. 1 with Dan Hart Patrol Service, LLC, in the amount of \$115,516.97 and for a time extension of Thirty-Eight (38) days, for the Casper Balefill Closure, Earthworks, Project No. 17-039.

Meeting Type & Date:

Regular Council Meeting
January 8, 2019

Action Type:

Resolution

Recommendation:

That Council, by resolution, authorize Change Order No. 1 (CO1) with Dan Hart Patrol Service, LLC (DHPS), in the amount of \$115,516.97 and for a time extension of Thirty-Eight (38) days, for the Casper Balefill Closure, Earthworks, Project No. 17-039.

Summary:

DHPS is under contract to provide the earthwork to cap and cover the pre-regulated fourteen (14) acres of the Casper Closed Balefill. CO1 is necessary for a time extension of thirty-eight (38) days and to adjust total quantities for the following project items:

- 1) Bid item for excavation and disposal of municipal solid waste (MSW) during construction: additional 7,312 cubic yards in the amount of \$54,840;
- 2) Bid item for installation of sand for construction of the drainage layer over the closure cap: 7,610 cubic yards in the amount of \$32,722.28;
- 3) Bid item for installation of soil amendments for construction of the vegetative cover layer: 6,185 cubic yards in the amount \$17,315.77.
- 4) WDEQ request to change the planned cover sequence during construction in the amount of \$10,638.92.

Item #1 included an additional 7,312 cubic yards of municipal solid waste (MSW), or trash, found in the areas where cap and cover was to be installed. The original bid item included an estimated quantity of 1,000 cubic yards which was exceeded as the additional MSW found during construction needed to be removed and hauled to the active Casper Regional Landfill.

Item #2 included additional sand material to construct the drainage layer over the liner cap. The additional material was needed as fill to tie in the grades where MSW was removed. Item #3

CO1 – Dan Hart Patrol Service, LLC
Casper Balefill Closure, Earthworks
Project No. 17-039

included the additional soil amendment.

Item #4 related to the Wyoming Department of Environmental Quality (WDEQ) staff's request to change the placement sequence of the drainage and vegetation layer over the liner cap during construction. WDEQ requested that the material over the liner cap be installed in one (1) separate lift instead of the planned two (2) three-foot (3') lift to ensure adequate quality control measures were used to protect the liner cap and detect any liner cap defects. The additional work included construction of additional access ramps and roads, and additional labor needed to install the cover material.

CO1 also includes a time extension of thirty-eight (38) days. This includes thirteen (13) weather days, eleven (11) days for coordination with other contractors to haul material onsite as requested by WDEQ and City staff, and fourteen (14) days for the change in placement sequence of the drainage and vegetation layer.

The work for all phases of this project is complete, and the project is currently under warranty.

Solid Waste Professionals of Wyoming (SWPW) is under contract for engineering, design, construction administration and construction quality assurance for the work, and WDEQ has recommended the work as requirements of the City Solid Waste's permit number 10.070. Both SWPW and WDEQ have recommended the work of CO1 in the amount of \$115,516.97.

Contingency funds were set to \$27,397.50 during award of the project. An additional \$88,119.47 will come from Balefill Fund Reserves for a total amount of \$115,516.97.

Financial Considerations:

Funding for this project will be from Balefill Fund Reserves and will be eligible for 100% reimbursement under the State of Wyoming's Landfill Remediation Program.

Oversight/Project Responsibility:

Alex Sveda, Associate Engineer

Attachments:

Change Order No. 1

Memorandum from Solid Waste Professionals of Wyoming dated November 16, 2018

Final Quantities spreadsheet.

Resolution

CITY OF CASPER
CHANGE ORDER

NO. One (1)

PROJECT: Casper Closure; Earthworks
Project No. 17-039

DATE OF ISSUANCE: November 16, 2018

OWNER: City of Casper, Wyoming

CONTRACTOR: Dan Hart Patrol Service, LLC.

ENGINEER: Solid Waste Professionals of Wyoming, LLC

You are directed to make the following changes in the Contract Documents:

Description: Placing drainage layer and vegetation layer in one three-foot lift versus two separate lifts requiring to maintain separation of the cover material for the leak location survey. Additional access required for change in operation. Accepting fill material from adjacent project. Additional contract days due to weather and change of operation. Also included is final measured quantity reconciliation.

Attachments: Memo & Contractor's Proposal

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$ <u>572,602.50</u>	Original Contract Time: (days or date) <u>Substantial completion: June 24, 2018</u> <u>Final completion: July 14, 2018</u>
Previous Change Orders No. <u>---</u> to <u>---</u> \$ <u>00.00</u>	Net change from previous Change Orders (days): <u>-- 0 --</u>
Contract Price prior to this Change Order: \$ <u>572,602.50</u>	Contract Time Prior to this Change Order: (date) <u>Substantial completion: June 24, 2018</u> <u>Final completion: July 14, 2018</u>
Net Increase of this Change Order: \$ <u>115,516.97</u>	Net Increase of this Change Order: (days) <u>-- 38 --</u>
Contract Price with all approved Change Orders: \$ <u>688,119.47</u>	Contract Time with all approved Change Orders:(date) <u>Substantial completion: August 1, 2018</u> <u>Final completion: August 21, 2018</u>

ACCEPTED:

RECOMMENDED:

APPROVED:

BY:  BY: 

BY: _____

Contractor

Engineer

Owner

Alex Sveda

From: Scott Gerber <gerbers@DanHartPatrol.com>
Sent: Friday, June 1, 2018 10:34 AM
To: William Hensley
Cc: Alex Sveda; Kevin Frank; Jason Knopp; Cindie Langston; Patrick Troxel; McClain, Mark; Winifred Parsons; Steven Gerber
Subject: RE: Balefill cover contract amendment
Attachments: Contract amendment worksheet.xlsx
Categories: LGCCS

Dear Mr. Hensley

Thank you for putting together something in writing in regards to everyone's conversations over these last three weeks. As you know, we have worked out logistics with Grizzly excavating and began receiving loads from them Wednesday. We began installing this material in one 3 foot lift as we expected the contract amendment from our discussions.

As far as the pricing assumptions from our line item pricing in regards to the changes I think generally speaking we are not far off.

Something to keep in mind for each of these line items is we have a different method of hauling and placement planned from the borrow compared to the work area, as well as a different methodology between the drainage layer compared to the vegetative layer. That being said, this simple manipulation of prices does not represent an accurate representation of our costs in each layer.

In the first price comparison:

Item 7 Install Veg. Layer From Work Area \$2.00/CY

Item 8 Install Veg. Layer From Borrow Area \$3.75/CY

So cost differential to haul in material from borrow should be \$1.75/CY

Our only concern with this cost comparison is in the responsibility of water hauling for dust control. We have in our pricing \$9000 for water wagon for the two line items being hauled from the borrow. This works out to just over \$0.25 per CY for the borrow dirt.

We request that this be \$.25 be added back into the hauled material

In the second Price Comparison:

Item 6 Install Drainage Layer From Borrow Area \$4.30/CY

Item 8 Install Veg Layer From Borrow Area \$3.75/CY

So cost differential to install veg. layer in manner DHP says it bid vs. manner discussed at 5/23 meeting (similar to drainage layer) should be no more than \$0.55/CY

One concern not shown in these price differences is in our costs to re-expose the liner in damaged areas. My cost estimate for this was \$1500 and it was in our mobilization. Because the material is 3 feet deep we expect to have more

cost in exposing the leaks. We request that an additional \$1500 be added in for these costs. The other concern is that in order to keep the haul and laydown efficient and maintain electrical isolation we will likely need more access to the liner than planned. Our original plan was to put in 4 access points and re-expose them at \$750/access. Assuming we need more access to keep up with the volume of material being hauled to capitalize on this cost savings we request an additional \$750 for each additional access. This should not be more than 4 additional access points. These costs were also included in our mobilization line item.

Because we are making a change of contract I wanted to bring up additional costs that we will see due to total contract increase and the expected contract time increase we will have in handling the additional work and coordination with the Balefill project.

Because of the additional time we request the contract be extended by 30 days and with this extension we ask that the city cover our blue room cost of \$138.92 month as well as our housing costs for our crew of \$4500

Dan Hart Patrol Service, LLC expects the total project to overrun by approximately \$30,000 due to the additional MSW. Our bonding costs are 5% of that overrun and estimated \$1500. We ask that the City cover this cost in this contract change.

Please find attached an excel file detailing the breakdown of existing prices and the proposed prices and our revisions

Thank you again Bill, for getting this ball rolling and I look forward to working through these details with you as we continue to move forward on the project.

Respectfully,

Scott Gerber

CEO

Dan Hart Patrol Service, LLC
Mobile: 307-761-0351
Office: 307-468-2679
GerberS@DanHartPatrol.com

From: wyohensley@gmail.com [mailto:wyohensley@gmail.com] **On Behalf Of** William Hensley
Sent: Wednesday, May 30, 2018 5:06 PM
To: Scott Gerber
Cc: Alex Sveda; Kevin Frank; Jason Knopp; Cindie Langston; Patrick Troxel; McClain, Mark
Subject: Balefill cover contract amendment

Scott Gerber/DHPS

Scott,
The WDEQ has requested that the liner leak survey be performed at the conclusion of the placement of the vegetative layer as opposed to testing after placement of the 12" drainage layer as currently in the contract. This will require maintenance of the perimeter electrical isolation area (one foot width of bare liner exposed at the perimeter) until the leak survey is completed.

Additionally, it has been determined by sampling and testing that the on-site soils and the baler excavation soils meet the spec for the drainage layer . Given this fact, the design engineer has informed us that it is acceptable, should you wish, to place the drainage layer and vegetative layer as a single lift.

Further, it is our understanding that the baler excavation contractor will deliver soil to the site in a manner that will accommodate your placement schedule.

Given these facts, the City would like to negotiate an adjusted unit price for the drainage and vegetative layers.

The funding agency has provided the following proposal for pricing. Please review and comment at your earliest convenience.

I (WDEQ) make the following observations based on DHP bid unit prices:

Item 7 Install Veg. Layer From Work Area \$2.00/CY

Item 8 Install Veg. Layer From Borrow Area \$3.75/CY

So cost differential to haul in material from borrow should be \$1.75/CY

Item 6 Install Drainage Layer From Borrow Area \$4.30/CY

Item 8 Install Veg Layer From Borrow Area \$3.75/CY

So cost differential to install veg. layer in manner DHP says it bid vs. manner discussed at 5/23 meeting (similar to drainage layer) should be no more than \$0.55/CY

If we can use soil already onsite plus soil hauled to site by others (from baler bldg. proj.) then cost of installing combined drainage/veg. layer in the drainage layer manner should be no more than $\$4.30 - \$1.75 = \$2.55/CY$.

Arguably it should be somewhat less than this \$2.55/CY since there should also be a cost savings for placing in a single lift rather than two lifts, although this is difficult to quantify from the bid prices. The estimated \$2.55/CY does also seem reasonable when comparing it to Item 5 Install Foundation/Gas Layer From Work Area at \$2.25/CY.

**Thank you,
Bill**

William H Hensley
Principal and Senior Project Manager
Peak GeoSolutions/ Solid Waste Professionals
Comprehensive Landfill Planning and Technical Services
Liner Integrity and Leak Location Surveys
316 West Birch St. Box 820
Glenrock, WY. 82637-0820
bhensley@peakgeo.com
www.peakgeo.com
bhensley@swpwyo.com
www.swpwyo.com

Mobile 307.554.0982



Memorandum

November 16, 2018

Alex Sveda, P.E.
 City of Casper
 200 N. David
 Casper, WY 82604

**Re: Casper Closure; Earthworks – Change Order No. 1
 Project No. 17-039**

Enclosed is Change Order No. 1 for your review and approval. This change order will increase the contract cost and contract time.

This change order covers additional cost to construct the cover material in one (1) three-foot lift instead of two (2) separate lifts as requested by WDEQ, which include additional access ramps, roads, and increased operational effort so that the cover material could be placed efficiently while maintaining separation for the leak location test. Additional cost to construct the cover material in one lift is \$10,638.92.

During construction it was recognized some cover material could be brought in from an adjacent city of Casper construction project. Dan Hart Patrol has proposed an adjustment to three-line items to reflect the material to be used from the landfill Baler Building Expansion project.

Existing Bid Items

Item	Discription	Unit	Unit Cost	Quantity	Cost
6	Furnish & Install Sand Drainage Layer Borrow	CY	\$4.30	20436	\$ 87,874.80
7	Install Vegetative Support Layer from work area	CY	\$2.00	25542	\$ 51,084.00
8	Furnish & Install Vegetative Support Layer Borrow	CY	\$3.75	15330	\$ 57,487.50
				61308	\$ 196,446.30

Proposed Bid Items

Item	Discription	Unit	Unit Cost	Quantity	Cost
6	Furnish & Install Sand Drainage Layer Borrow	CY	\$4.30	7774	\$ 33,428.20
6B	Grizzly Supplied Material, Contractor Installed	CY	\$2.80	20485	\$ 57,358.00
7B	Install Vegetative Support Layer from work area	CY	\$2.55	25542	\$ 65,132.10
8B	Furnish & Install Vegetative Support Layer Borrow	CY	\$2.80	10000	\$ 28,000.00
				63801	\$ 183,918.30

316 West Birch ST. Glenrock, WY 82637

Toll Free Phone/Fax: 1-888-842-1325

Web: www.swpwyo.com – Email: swpwyo@swpwyo.com

The project has finished and final construction quantities have been measured and certified by a surveyor. This change order also includes the reconciliation of final quantities installed to complete the project. With the changes made to the operation and final quantities, the total increase in the contract comes to \$115,516.97. Which increase the original contract amount from \$572,602.50 to \$688,119.47. Solid Waste Professionals of Wyoming has reviewed these items and has found them to be accurate. Attached spread sheet outlines all final quantity adjustments.

The contract time extension is due to weather days, waiting for Grizzly Excavation to haul drainage layer material to the site and additional work required to place the cover material in one (1) three-foot lift versus two separate lifts.

Additional Time

- 1-day April 2, Rained all day
- 1-day April 6, snowed all afternoon
- 2-day April 17 & 18, rained two days
- 1-day April 30, rained all afternoon
- 2-day May 2 & 3, rained all day on Wednesday and most of Thursday
- 1-day May 10, rained all day
- 1-day May 22, rained all afternoon
- 2-day May 28th & 29th, rained all day on Monday and quit Tuesday afternoon
- 1/2-day June 17th & 18th, rained all day Sunday and quit Monday morning
- 1/2-day July 9th, large thunder storm in the afternoon
- 1-day July 16th & 17th Large afternoon thunder storm
- 11-days Coordinating between Grizzly and Dan Hart for hauling material, waiting for Grizzly to start hauling due to contracts signed between the City, Caspar Building Systems, and Grizzly.
- 14-days Additional time to place the cover material in one three-foot lift versus the two lifts.

Total = 38 working days

Thanks for your time and consideration.

Sincerely,



Jason Knopp, P.E.
Solid Waste Professionals of Wyoming

Cc: Alex Sveda, P.E., City of Casper
Cindie Langston, City of Casper
Bill Hensley, Solid Waste Professionals of Wyoming
Mark McClain, P.E., Golder Associates Inc.

SOLID WASTE PROFESSIONALS OF WYOMING, LLC

Item	Description	Unit	Unit Cost	Quantity	Total Cost	Previous Payments		This Period		Total to Date		Complete
						Quantity	Cost	Quantity	Cost	Quantity	Cost	
1	Mobilization/Demobilization	LS	\$103,000.00	1	\$103,000.00	1.00	\$103,000.00		\$0.00	1.00	\$103,000.00	100.00%
2	Construction and Certification Survey	LS	\$35,000.00	1	\$35,000.00	1.00	\$35,000.00		\$0.00	1.00	\$35,000.00	100.00%
3	Excavation of Existing Soils to Subgrade Elev.	CY	\$2.00	47534	\$95,068.00	50885	\$101,770.00		\$0.00	50,885	\$101,770.00	107.05%
4	Excavation & Disposal of MSW	CY	\$7.50	8312	\$62,340.00	8312	\$62,340.00		\$0.00	8,312	\$62,340.00	100.00%
5	Furnish & Install 12" Foundation/Gas Layer	CY	\$2.25	21992	\$49,482.00	21826.00	\$49,108.50		\$0.00	21,826.0	\$49,108.50	99.25%
6	Furnish & Install Sand Drainage Layer Borrow	CY	\$4.30	7774	\$33,428.20	18372	\$78,997.75	10084	\$43,361.20	28,455.57	\$122,358.95	366.04%
6B	Grizzly Supplied Material, Contractor Installed	CY	\$2.80	20485	\$57,358.00		\$0.00	20485	\$57,358.00	20,485	\$57,358.00	100.00%
7	Install Vegetative Support Layer from work area	CY	\$2.00			21711	\$43,422.00	-21711	-\$43,422.00			
7B	Install Vegetative Support Layer from work area	CY	\$2.55	25542	\$65,132.10			23122	\$58,961.10	23,122	\$58,961.10	90.53%
8	Furnish & Install Vegetative Support Layer Borrow	CY	\$3.75			13031	\$48,866.25	-13031	-\$48,866.25			
8B	Furnish & Install Vegetative Support Layer Borrow	CY	\$2.80	10000	\$28,000.00		\$0.00		\$0.00	0	\$0.00	
9	Raise Existing GCCS 6 Diameter Soil Vapor	LF	\$11.00	1803	\$19,833.00	1803	\$19,833.00		\$0.00	1,803	\$19,833.00	100.00%
10	Raise Existing GCCS 6 Diameter Soil Vapor	EA	\$300.00	11	\$3,300.00	11	\$3,300.00		\$0.00	11	\$3,300.00	100.00%
11	Raise Existing GCCS 4 Diameter Passive Gas	EA	\$300.00	5	\$1,500.00	5	\$1,500.00		\$0.00	5	\$1,500.00	100.00%
12	Excavation & Fill for PVC Liner, Perimeter channel	LF	\$6.00	2700	\$16,200.00	2700	\$16,200.00		\$0.00	2,700	\$16,200.00	100.00%
13	Procure & Install 4' Wood Slatted Snow Fence	LF	\$4.00	1000	\$4,000.00	0	\$0.00	1000	\$4,000.00	1,000	\$4,000.00	100.00%
14	Revegetation-Including Hay Mulch, Fertilizer	AC	\$1,800.00	15.8	\$28,440.00	0	\$0.00	18	\$32,400.00	18	\$32,400.00	113.92%
15	Procure & Install Erosion Control Matting	SF	\$0.30	9444	\$2,833.20	0	\$0.00	3620	\$1,086.00	3,620	\$1,086.00	38.33%
16	Force Account	EA	\$10,000.00	1	\$10,000.00	1	\$9,265.00		\$0.00	1	\$9,265.00	92.65%
	Change Order NO 1											
CO1	Access Ramps, exposing liner, housing	LS	\$10,638.92	1	\$10,638.92			1	\$10,638.92	1	\$10,638.92	100.00%
						\$625,553.42	\$572,602.50	\$115,516.97	\$688,119.47			

RESOLUTION NO. 19-7

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 WITH DAN HART PATROL SERVICE, LLC, FOR AN INCREASE IN FUNDS AND AN EXTENSION OF THIRTY-EIGHT DAYS FOR THE CASPER BALEFILL CLOSURE, EARTHWORKS, PROJECT NO. 17-039.

WHEREAS, Dan Hart Patrol Service, LLC (DHPS), is performing services under the terms of an agreement with the Casper Balefill Closure, Earthworks, Project No. 17-039; and,


WHEREAS, the City of Casper desires to compensate DHPS for additional work related to the project and an overrun of bid quantities; and,

WHEREAS, authorization of additional contingency funds is necessary to complete the project; and,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the City Manager is hereby authorized and directed to execute Change Order No. 1 to the agreement with Dan Hart Patrol Service, LLC, in the amount of One Hundred Fifteen Thousand Five Hundred Sixteen and 97/100 Dollars (\$115,516.97), for a total contract price of Six Hundred Eighty-Eight Thousand One Hundred Nineteen and 47/100 Dollars (\$688,119.47), and a project extension of thirty-eight (38) days.

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

December 10, 2018

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Ethan Yonker, P.E., Associate Engineer

SUBJECT: Authorizing a Contract for Professional Services with WWC Engineering in the amount of \$71,062.00, for the Midwest Avenue Reconstruction Project – Elm Street to Walnut Street, Project No. 18-066

Meeting Type & Date:
Regular Council Meeting
January 8, 2018

Action Type:
Resolution

Recommendation:
That Council, by resolution, authorize a contract for professional services with WWC Engineering (WWC) in the amount of \$71,062.00 for redesign for the Midwest Avenue Reconstruction Project – Elm Street to Walnut Street, Project No. 18-066.

Summary:
WWC is currently under contract with the City of Casper for the Midwest Avenue Reconstruction Project. Their contract provides design services to reconstruct Midwest Avenue between Poplar Street and David Street.

WWC has completed the preliminary design services for this phase of construction. Additional design services necessary for this phase include redesign for coordination with the State of Wyoming Office Building Complex, additional design for construction phasing that has changed from the original design, and additional work to coordinate with Rocky Mountain Power for overhead to underground power conversions. This contract will provide these additional design services necessary for this phase of the project.

Financial Considerations
Funding for the project will be from Optional One Cent #14 funds allocated to the project.

Oversight/Project Responsibility
Ethan Yonker, P.E., Associate Engineer

Attachments
Resolution
Agreement

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 Elm Street, Casper, Wyoming 82601 ("City").

2. WWC Engineering, 5810 East 2nd Street, Suite 200, Casper, Wyoming 82609 ("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 reconstruct Midwest Avenue between Elm Street and Walnut Street.

B. The project requires professional services for the engineering design and construction administration.

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

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

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

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project:

The design portion of the scope of work described in a Proposal from the Consultant dated October 25, 2018, attached as Exhibit "A," for previously unanticipated design considerations that will be required in this phase.

2. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken and completed on or before the 29th day of March 2019.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract and the fees identified in Exhibit "A", the Consultant shall be compensated a not to exceed ceiling amount sum fee of Seventy-One Thousand Sixty-Two Dollars (\$71,062.00) . Consultant's hourly rates used as a basis for payment mean salaries and wages (basic and incentive) paid to all Consultant's personnel engaged directly on the Project, including, but not limited to, engineers, architects, surveyors, designers, draftsmen, specification writers, estimators, other technical and business personnel; plus the cost of customary and statutory benefits including, but not limited to, social security contributions, unemployment, excise and payroll taxes, workers' compensation, health and retirement benefits, sick leave, vacation and holiday pay, and other group benefits, whenever applicable.

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.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

Walter Tremel

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

WITNESS

CONSULTANT
WWC Engineering

By: Janette Brown

By: Daniel Trumble

Printed Name: Janette Brown

Printed Name: DANIEL TRUMBLE

Title: Administrative Technician
City of Casper

Title: PRINCIPAL

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, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

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

5. *Deductibles and Self-Insured Retentions*

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

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless 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 complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the 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.



5810 East 2nd, Ste.200 • Casper, WY 82609 • (307) 473-2707
Fax (307) 237-0828 • E-mail: infocsp@wwcengineering.com

December 4, 2018

Andrew Beamer, P.E.
Public Works Director
200 North David
Casper, Wyoming 82601

RE: Midwest Avenue Elm-Walnut

Dear Andrew:

WWC Engineering, BHA Design, West Plains Engineering, and the rest of our team are pleased to provide you with the attached fee proposal for Phase II of the Midwest Avenue Reconstruction Project from Elm through Walnut Street intersection. The design for this area was completed under the original contract back in 2013 when the project limits were originally planned to begin at Poplar Street and extend to Elm Street. Design for the original phase was completed and taken to final design. Since then, multiple changes have taken place in the area that will require modifications to the original design in order to advance this next phase to reconstruction. The scope of work for this amendment is to take the existing design and revise it to account for current conditions. The major changes to be addressed are outlined below:

Phase II – Elm to Walnut:

- The State of Wyoming's planned Office Building Complex is the biggest change that will need to be addressed. The proposed building complex will require addition of three major accesses between Spruce and Elm. The existing Bike Path through the area will be relocated as part of the office building project, and the connection point to Midwest Avenue has moved from just west of Spruce street to just west of Elm Street. In order to make this connection, the proposed bike path along Midwest will need to be extended to the east. On order to accomplish this, the on-street parking lane will need to be removed along the south side. The new intersections and the bike path extension will require a complete redesign of the south side of Midwest Avenue between Spruce and Elm. Proposed curblines will move, which will impact storm sewer design. The streetscape designs will need to be completely reworked to account for the new intersections and extension of the bike path. We anticipate keeping the current "themes" for the streetscape design at the intersections. The extensive streetscape for the "Town Square" concept that was originally designed near Spruce Street will be removed.
- The original design was planned to be constructed from Poplar Street towards the east. Changing directions to allow construction from Elm Street west will require design of new tie-ins to existing street sections at Spruce street, along with reconfiguring irrigation systems to tie into new systems that will be installed as part of the upcoming Phase I construction. Strom sewer design will need to be revisited also, as far as how it will be either connected to the existing system or potential extension beyond Spruce Street to connect to the system in Walnut Street.

- The original design was prepared under the assumption that all of RMP's existing overhead was going to be converted to underground. As you are well aware, that conversion turned out to be more complicated and expensive than originally anticipated. This project would include the coordination and design required based on RMP's current plan for upgrades in the area, which is a combination of underground conversion along Midwest and upgrades of existing overhead in areas between Walnut and Poplar. The proposed underground conversion will likely include the alleys north of Midwest between Spruce and Ash, which would require evaluation of existing services and private infrastructure and design of any associated upgrades necessary to facilitate the conversion. The exact amount of work this will require will not be known until each building and service can be inspected and evaluated. Therefore, this work was excluded from the WPE fee. The included fee only accounts for the RMP infrastructure required for underground conversion along Midwest Avenue and the proposed lighting upgrades. Any upgrades to existing buildings adjacent to the project and along the alleyways have not been included at this time, as the scope of this work cannot be determined at this time. A fee for this work can be prepared once RMP finalizes their plans and necessary private service upgrade needs have been identified.

These are the major changes required. These revisions will also require other changes to be made, as the previous plans were taken to Final Design previously. These will include redoing quantity takeoffs and cost estimates, basin plan revisions, additional coordination's with utilities, and additional public involvement. Based on the change in conditions and scope presented above, we propose to complete the design portion of the extension for \$71,062. Construction Administration services are proposed to be \$188,932 for a total fee not to exceed \$259,994. Attached is a detailed fee proposal with breakouts of anticipated fees along with copies of associated proposals from our subconsultants.

Please contact us if our understanding does not meet your expectations.

If you need additional information or have questions please feel free to let us know. Thank you again for your consideration.

Respectfully,



Darrin Tromble, PE
Branch Manager
WWC Engineering

Proposed Fee Schedule City of Casper MIDWEST AVENUE RECONSTRUCTION PHASE II - Elm to Walnut WWC Engineering October 25, 2018	Total HRS	Total Labor Cost	Sub- Consultants	Total Expense Cost	Total Labor & Expenses
1. <u>Design Phase</u> A) Verify Existing Utilites/Identify conflicts and coordinate relocations B) Revise Current Road Design to eliminate Onstreet Parking C) Revise Drainage and Storm Sewer Layout/Design Connection to existing system D) Coordinate/Design Intersections into State Office Building Complex E) Revise/Prepare Plans for new Limits F) Update Quantities and Revise Project Manual G) Plan Reviews, Revisions and Prepare Final Plans H) Public Involvement/Public Meeting Exhibits 2. <u>Subconsultants (Design)</u> A) BHA Design (Streetscape and Landscape Design) B) West Plains Engineering (Electrical Design)	306 20 20 46 40 58 30 50 42	\$29,512 \$2,130 \$2,300 \$4,026 \$3,864 \$5,524 \$2,520 \$4,854 \$4,294	 \$41,200 \$30,200 \$11,000	\$350 \$350 \$4,000	\$29,862 \$41,200
Subtotal Design Fee					\$71,062
3. <u>Construction Administration</u> A) Project Bidding/Documentation B) Submittal Reviews C) Project Meetings D) Construction Inspection E) Construction Staking F) Contractor Pay App Reviews G) Project Closeout H) As-Built Preparation 4. <u>Subconsultants (CA)</u> A) BHA Design (Streetscape and Landscape Design) B) West Plains Engineering (Electrical)	1700 34 40 60 1190 220 84 36 36	\$173,632 \$3,668 \$4,116 \$7,100 \$124,900 \$18,700 \$7,848 \$4,060 \$3,240	 \$11,300 \$5,300 \$6,000	\$4,000 \$4,000	\$177,632 \$11,300
Subtotal Construction Administration Fee					\$188,932

Note: Hourly rates used for calculation of labor costs are shown on the attached 2018 Schedule of Charges

Total Fee Upset Amount: \$259,994.00

Signed: _____

Date: 10/25/2018

Title: Branch Manager

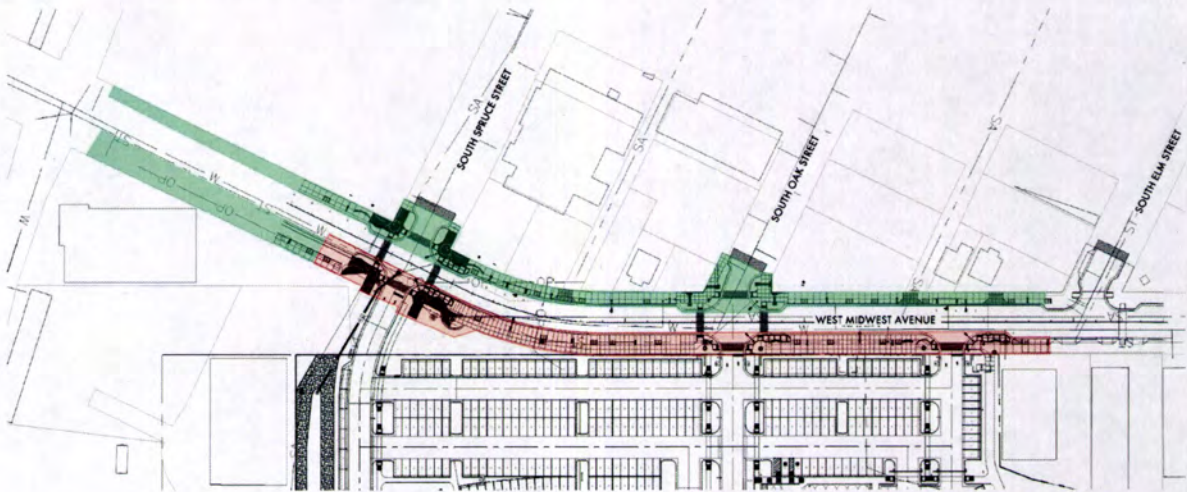


2018 SCHEDULE OF CHARGES

PERSONNEL	HOURLY FEE	PERSONNEL	HOURLY FEE
Professional Level 7	\$140	CADD Operator 2	\$74
Professional Level 6	\$135	CADD Operator 1	\$68
Professional, Level 5	\$130	Technician Supervisor	\$82
Professional, Level 4	\$120	Technician 3	\$77
Professional, Level 3	\$110	Technician 2	\$71
Professional, Level 2	\$100	Technician 1	\$56
Professional, Level 1	\$90	Administrative Specialist	\$67
CADD Manager	\$82	Administrative Assistant	\$54
CADD Designer	\$80	Expert Witness	Two times standard billing rate
EXPENSES	FEE	ENVIRONMENTAL MONITORING	FEE
Subcontractors	Cost + 15%	Organic Vapor, O ₂ /LEL Meter	\$40/day
Supplies/Material Purchased for Client	Cost + 15%	Water Level/Interface Probe	\$50/day
Miscellaneous Reimbursable Expense	Cost + 15%	Disposable Bailer	\$10/each
Vehicle Mileage	\$0.80/mile (\$25/day min.)	Water Quality - Multi-Parameter Meter	\$50/day
		High Capacity In-Line Filter	\$25/each
OFFICE	FEE	Low Capacity In-Line Filter	\$15/each
Photocopies	\$0.15/page	Disposable No-Purge Sampler - Large	\$50/each
Large Format Photocopies - B&W	\$0.60/sq. ft.	Disposable No-Purge Sampler - Small	\$35/each
Large Format Photocopies - Color	\$0.75/sq. ft.	Disposable No-Purge Sampler - Custom	\$75/each
Drawings - Large Format Plots	\$11/sheet	Flow Meter	\$135/day or \$450/week
Drawings - 11"x17"	\$1.30/page	Photoionization Detector	\$85/day
Facsimiles	\$1/page	Bailing Cord	\$0.08/foot
FIELD EQUIPMENT	FEE	SURVEYING EQUIPMENT	FEE
Generator	\$100/day	UAV	\$400/day
Fluids Pump	\$100/day	GPS (Survey Grade)	\$350/day
Air Compressor	\$50/day	GPS (Sub-Meter Accuracy)	\$100/day
ATV	\$120/day	Total Station	\$25/hour
UTV	\$175/day	Robotic Total Station	\$35/hour
UTV with Tracks	\$250/day	Differential Level	\$15/hour
Tape Reel, Motorized	\$50/day	Survey Rebar & Cap	\$7/each
Power Hand Auger	\$15/hour	Lath, Survey	\$45/bundle
		Stakes	\$30/bundle
		T-Post and Flags	\$15/each

This schedule of charges shall be in effect from January 1 through December 31, 2018. These rates are subject to an annual adjustment to be determined by WWC Engineering and shall become its prevailing rates for the ensuing year.

Project Limits (areas indicated by shading – located within the public Right of Way)



Areas highlighted in Red – These areas will be completely redesigned. On-street parking will be eliminated, and a separated bike lane will be added (similar to the bike line west of Walnut). The bike lane will extend to the east side of the State’s property and connect to the proposed off-street bike trail.

Areas highlighted in Green – Modifications to the existing design are required. Tree and light location will be adjusted as necessary to accommodate existing overhead powerlines. Tree grates will be removed and replaced with longer tree wells, and sidewalk patterning will be adjusted. Construction documents were not completed for these areas as part of previous efforts, so this scope includes modifying the design and efforts required to complete the Bid Documents for these areas.

The easternmost access to the State Office Building property will not be designed to the same level as the public street intersections. These corners will be improved with standard grey concrete in a grid pattern (no pavers or specially designed theme elements).

Changes to the Midwest/Walnut & Midwest/Elm intersections and corners are not included in the scope.

The remainder of the triangular piece of public right-of-way located at the SE corner of Midwest/Spruce will be designed by others, and is not included in the scope.

Project Start-Up/Pre-Design Services

- Obtain existing available City documents related to the Midwest Avenue corridor including:
 - Utility maps and other relevant mapping;
 - Information about current/upcoming redevelopment proposals located along the project corridor
- Obtain copies (PDF and DWG format) of the State’s latest plans for their property
- Previous land survey provided by WWC will be used for this project

Preliminary Design

- Based upon design themes previously presented and approved by the City, BHA will prepare hand-drawn preliminary design concepts for:
 - South corners of Intersection at Midwest Avenue and Spruce
 - South corners of intersection at Midwest Avenue and Oak
- Lighting - pedestrian lighting will match previous phases of the Midwest Avenue Project
- Landscaping - landscaping will be designed to match previous phases of Midwest Avenue Project
- Irrigation – irrigation will be designed to match previous phases. The Point of Connection for this phase will be from the east end of the project, near the Midwest/Elm intersection.
- Parking – on-street parallel parking will be deleted on the south side of Midwest Avenue between Spruce and Elm.
- Separated Bike Lane – a protected/separated bike lane will be added on the south side of Midwest Avenue from Spruce Street to the
- Sidewalks - we assume that sidewalk design will match previous phases of the Midwest Avenue Project
- **Review Meeting** – BHA will attend one (1) web meeting with City to present preliminary concepts and receive direction.
- Concepts will be revised to incorporate comments received from City and Design team and finalize Concepts.
- Prepare color rendered plan view presentation graphics of new intersections for Open House
- The scope does not include perspective sketches and perspective renderings.

Design Development/Construction Documents

Design Development and Construction Documents will be prepared using AutoCAD. Drawings will be formatted on to 11x17 sheets including a title block, sheet title, north arrow, bar scale and date. The following is an outline of the services included in this phase of the design:

- Construction documents will be prepared in compliance with City of Casper/WYDOT requirements.
- Design development and construction drawings will be prepared for the Phase Three Improvements (see 'project limits' exhibit above).
- Hines will provide irrigation design services as a subconsultant to BHA Design.
- Using the site survey, BHA will prepare a **digital base map** illustrating the preferred plan. WWC will provide proposed curb locations. The digital base map will include items from back of curb to R.O.W. (i.e. the streetscape);

- **Submittal Deliverables.** The review submittals will include the following information:

Item	Responsibility	75% Complete	Bid Documents
Site Plans for Sidewalk and Landscape Improvements	BHA	+	+
Layout Plans for Sidewalk and Landscape Improvements;	BHA		+
Site Construction Details	BHA	+	+
Landscape Plan, Plant List, and Planting Details	BHA	+	+
Irrigation Plans and Details;	Hines	+	+
Structural Details for site improvements	Larsen		+
Technical Specifications	BHA, Hines	+	+
Updated Opinion of Probable Cost	BHA, Hines	+	+

- BHA will forward pdf copies of submittals to WWC. Reproduction of plans and graphics is not included in the scope.
- Following each submittal the City of Casper will conduct a two (2) week **internal review** of the drawings and documents. City comments will be forwarded to the design team.
- WWC will receive, review and distribute the **comments from the reviewing agencies**. Responsibility for each comment will be assigned to the appropriate team member(s);
- BHA will attend a **review meeting** (via conference call or web meeting) with the City/Review Agencies to review the plans and to discuss the City’s comments after the 75% submittal.
- **Revisions.** Following the review meeting the design team will further refine the plans/documents to incorporate comments and requested changes received from the City.
- **Technical Specifications.** BHA, Hines will prepare Project Specials which modify the WYDOT Standard Specifications for items related to our design services. MS Word and/or PDF copies of the specifications will be forwarded to WWC for inclusion in the Project Manual.
- **Final Revisions.** BHA, Hines will further refine the plans/documents to incorporate the final comments and requested changes received from the City;
- An in-house **quality assurance review** of the bid documents will be conducted prior to issuing them for bid;
- **Bid Documents:** BHA will forward PDF copies of the final documents to WWC. WWC will be responsible for reproduction of the Bid Documents;

Meetings, Reviews and Public Process

BHA will be in contact with WWC on a regular basis via email, phone calls, and meetings throughout the course of the project.

- **Project Start-Up Meeting.** None anticipated
- **Preliminary Design Review Meeting.** See section ‘Preliminary Design’
- **Progress Review Meetings.** The scope does not include attending progress meetings, as discussion of items related to our work will be scheduled to take place before/after the plan review meeting, or via conference call.
- **Meeting with State’s Design Team.** BHA will attend one meeting by phone or web meeting.
- **Utility Coordination Meetings.** BHA’s scope does not include attendance of utility coordination meetings.
- **Plan Review Meeting.** BHA will attend via conference call or web meeting.
- **Open House.** The City will be responsible for mailing/publishing meeting notifications and for coordinating the meeting space. WWC will provide civil engineering related graphic exhibits, sign in sheets, comment cards, and other supporting information. BHA will forward PDF copies of the color rendered plans to WWC for use during the open house. WWC will print and mount the open house graphics. BHA will not attend the open house.
- **Meeting Agendas** will be prepared by WWC
- **Meeting Minutes** will be prepared by WWC

Phase 3 Fee Summary

Task	BHA Design	Larsen	Hines Irrigation	Task Total
Project Start-Up/Pre-Design Services	\$ 500	\$ 0	\$ 0	\$ 500
Preliminary Design	\$ 6,500	\$ 0	\$ 650	\$7,150
Design Development/Construction Documents	\$ 14,600	\$ 1,000	\$ 4,150	\$19,750
Meetings, Reviews and Public Process	\$ 2,800	\$ 0	\$ 0	\$2,800
Firm Total	\$24,400	\$1,000	\$4,800	
			Total	\$30,200 (including expenses)

Construction Administration

BHA will provide limited Construction Administration services for the Phase 3 Construction Project.

- BHA and Hines will answer questions posed during bidding and provide exhibits/text in the form of addendums as needed
- BHA and Hines will answer RFI's as needed
- BHA and Hines will review, respond to, and approve material submittals
- BHA will review, respond to, and approve shop drawings for custom metal fabrications designed by our firm. Sign shop drawings are not included.
- WWC will handle the onsite review for Phase 3 Construction; BHA and Hines will not make site visits to observe construction progress, and will not provide punch walk/final walk construction administrations services

Phase 3 Fee CA Summary

Task	BHA Design	Larsen	Hines Irrigation	Task Total
Construction Administration for Phase 3	\$ 4,500	\$0	\$ 800	\$5,300
			CA Total	\$5,300 (including expenses)

WEST PLAINS ENGINEERING, INC.

Scope of Work

The project consists of the reconstruction of Midwest Avenue from Elm Street to Walnut Street (just east of the intersection).

Included in the reconstruction will be new decorative street lighting per the current City standards, which includes pedestrian lights with no light pollution and taller roadway luminaires at mid-block locations and intersections. It is anticipated that receptacles will be provided at all trees and planters, as well as on the shorter decorative poles. These receptacles will be fused at 5A each.

The project will include new electrical services as required to feed the new lighting and receptacle systems. Additionally, the project will include planning for the future relocation of overhead utilities to underground, requiring coordination with Rocky Mountain Power, CenturyLink, and Spectrum to install all required underground infrastructure and equipment pads/vaults.

Scope of Services

It is the goal of West Plains Engineering to provide comprehensive engineering services for this project as a trusted partner in its success. Therefore, our proposed services include electrical design and preparation of construction documents, as well as project oversight assistance with the contractor bidding phase. Please note that exclusions, where listed below, are intended to further define the scope and may be amended upon agreement by both WPE and the Client.

SERVICES INCLUDED

1. CONSTRUCTION DOCUMENTS

- a) Development of the electrical systems construction drawings and specifications.
- b) Coordination with the City regarding lighting fixtures, lighting service points and controls.
- c) Coordination with utility company for new electrical service requirements.
- d) Coordination with utility company for required underground infrastructure for future overhead to underground conversion.
- e) One (1) set of sealed, reproducible drawings and specifications in electronic (pdf) format, ready for printing by the Client or their Representative
- f) On-site planning and coordination meetings with the Owner and design team as necessary and appropriate throughout the process

2. BID PHASE

- a) Answering questions
- b) Preparation of any necessary addenda

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WEST PLAINS ENGINEERING, INC.

3. CONSTRUCTION ADMINISTRATION

- a) Shop drawing review
- b) Answering contractor questions (RFIs)
- c) Attendance at a pre-construction meeting
- d) Preparation of necessary change orders
- e) Review of Operations and Maintenance (O&M) Manuals
- f) Review of Contractor Submitted Record Drawings
- g) Intermediate jobsite observations upon request
- h) One (1) substantial completion punch list development visit

PROPOSED EXCLUSIONS

- a) Front end/bidding specifications
- b) Layout of pedestrian and street lighting fixtures
- c) Coordination with City Electrical Inspector regarding required building service upgrades to comply with current codes. Additional fee will be required once it is determined what the full extent of this scope entails
- d) Post-bid Value engineering and associated redesign
- e) Change orders resulting from a change in scope, as requested by the Owner

Schedule

Our understanding is the schedule shall be determined after the acceptance of this proposal.

Compensation

We propose to provide the services, as described above, on an hourly fee basis, plus expenses, for a total fee not to exceed Seventeen Thousand Dollars (\$17,000).

An hourly rate sheet has been attached for your information.

Engineering Consultants fees will be billed on a monthly basis, and shall be included in the Civil Engineer's regular billings to the Owner. Fees are due and payable upon Civil Engineer's receipt of corresponding related fees from Owner, and shall be paid within ten (10) days thereof. All unpaid accounts shall be charged interest at the rate of 1% per month.

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WEST PLAINS ENGINEERING, INC.

Schedule of Hourly Rates and Expenses

Hourly Rates

Personnel	Hourly Rate
Principal	\$225.00
Office Manager	\$190.00
Project Manager	\$175.00
Project Engineer	\$145.00
Project Designer	\$125.00
Designer	\$100.00
Draftsperson	\$70.00
Clerical	\$60.00

Reimbursable Expenses

Expense	Rate
Mileage	\$0.54/mile
Meals	At cost
Lodging	At cost
Miscellaneous i.e. outsourced printing, long distance phone calls, shipping, photography, etc.	At cost

All rates effective August 2018

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RESOLUTION NO.19-8

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WWC ENGINEERING FOR DESIGN, BIDDING, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE MIDWEST AVENUE RECONSTRUCTION PROJECT – ELM STREET TO WALNUT STREET.

WHEREAS, the City of Casper desires to secure an engineering firm to provide redesign services for the Midwest Avenue Reconstruction Project – Elm Street to Walnut Street; and,

WHEREAS, WWC Engineering is able and willing to provide those professional services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a contract for professional services with WWC Engineering in the amount of Seventy-One Thousand Sixty-Two Dollars (\$71,062.00) for services more specifically delineated in the contract.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions, using appropriate funds, throughout the project as prescribed by the agreement, for a total amount not to exceed Seventy-One Thousand Sixty-Two Dollars (\$71,062.00).

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

December 12, 2018

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

FROM: Andrew Beamer, P.E., Public Services Director *AB*
Ethan Yonker, P.E., Associate Engineer

SUBJECT: Authorizing an Agreement with Andreen Hunt Construction, Inc., in the amount of \$521,960.00, for the Highland Park Cemetery Addition, Phase II, Project No. 16-051

Meeting Type & Date

Regular Council Meeting
January 8, 2019

Action Type

Resolution

Recommendation

That Council, by resolution, authorize an Agreement with Andreen Hunt Construction, Inc., in the amount of \$521, 960 for the Highland Park Cemetery Addition, Phase II, Project No. 16-051 Project. Furthermore, it is recommended that Council authorize a construction contingency account in the amount of \$28,040.00, for a total project amount of \$550,000.00.

Summary

This project is for an expansion of the Highland Park Cemetery and includes site grading, road construction, irrigation, fence installation, and landscaping. This project will add an additional 2,110 burial plots for Highland Park Cemetery.

The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUISNESS LOCATION</u>	<u>BID AMOUNT</u>
Andreen Hunt Construction	Mills, Wyoming	\$521,960.00
Grizzly Excavating and Const.	Casper, Wyoming	\$569,530.00
Knife River	Casper, Wyoming	\$591,394.00
71 Construction	Casper, Wyoming	\$676,527.10

By State Statute, all in-state bidders receive a five percent (5%) bid preference. As all bids were received from in-state contractors, no bid preference was granted.

Work is scheduled to be completed by May 17, 2019 and May 24, 2019 for substantial and final completion respectively. The estimate prepared by the City Engineering Division was \$612,975.00.

Financial Considerations

Funding for this project will be from 1% #15 funds allocated to the Cemetery Expansion.

Oversight/Project Responsibility

Ethan Yonker, P.E., Associate Engineer, Public Services.

Attachments

Resolution

Agreement

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR
(Approved by City Attorney, 2004)

THIS AGREEMENT is made between the City of Casper, Wyoming, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and Andreen Hunt Construction, Inc., PO Box 1175, Mills, Wyoming 82644, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to construction an addition at the Highland Park Cemetery; and,

WHEREAS, Andreen Hunt Construction, Inc., is able and willing to provide those services specified as the HIGHLAND PARK CEMETERY ADDITION, PHASE II, Project 16-051.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the HIGHLAND PARK CEMETERY ADDITION, PHASE II, Project 16-051.

ARTICLE 2. ENGINEER.

The Project has been designed by the City of Casper Engineering Department who is hereinafter referred to as the "Engineer" and who is to act as an 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.

Work will be considered substantially complete when all grading, fencing, irrigation, installations, seeding, planting and paving is complete. Final completion will be granted upon completion of a walk through with Owner's Representative, completion of punchlist, clean up of work site, and demobilization.

- 3.1 The Work will be substantially completed by May 17, 2019, and completed and ready for final payment in accordance with Paragraph 14.13 of the General Conditions by May 24, 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 Seven Hundred Fifty Dollars (\$750) 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 Fifty Dollars (\$250.00) 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.

Owner shall pay Contractor in current funds for performance of the Work in accordance with the Contract Documents, subject to additions and deductions by Change Order, the contract price of Five Hundred Twenty-One Thousand Nine Hundred Sixty and 00/100 Dollars (\$521,960.00). See Exhibit "A" – Bid Form and Bid Schedule.

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. Owner shall make progress payments on the basis of Contractor's Applications for Payment as recommended by Engineer, on or about the 25th day of each month during construction 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. 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
 - 5.1.1 Prior to payment of 50% of Total Contract Price, progress payments will be made in an amount equal to 90% of the Work completed, and 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 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 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 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 test of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.

7.3 Contractor has made or caused to be made examinations, investigations, and test and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Contract

Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.

- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.
- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Contractor.
- 7.6 Contractor certifies that materials containing asbestos will not be used for this project without prior written approval by the Owner.

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 Exhibit "A" - Bid Form and Bid Schedule (BF-1 through BF-4 and BS-1).
- 8.3 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.4 Addenda No. 1 .
- 8.5 Performance and Payment Bonds.
- 8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.7 Notice of Award.
- 8.8 Notice to Proceed.
- 8.9 Minutes of the Pre-Bid Conference, if any.
- 8.10 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.11 Supplementary Conditions (Pages SSC-1 to SSC-15, inclusive).
- 8.12 Technical Specifications, consisting of six (6) sections.
- 8.13 Special Provisions, consisting of eight (8) sections

- 8.14 Contract Drawings, consisting of Twenty-Nine (29) Sheets
- 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 3.4 and 3.5 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 Owner does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq. The Owner specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

ARTICLE 10. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year first above written.

DATED this _____ day of _____, 2019.

[The rest of this page is intentionally left blank]

APPROVED AS TO FORM:
(Highland Park Cemetery Addition, Phase II, Project 16-051)

Walter Smith

ATTEST:

By: _____

Title: _____

ATTEST:

By: _____

Fleur D. Tremel

Title: City Clerk

CONTRACTOR:
Andreen Hunt Construction, Inc.

By: _____

Title: _____

OWNER:
CITY OF CASPER, WYOMING
A Municipal Corporation

By: _____

Charles Powell

Title: Mayor

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

PROJECT IDENTIFICATION: City of Casper
HIGHLAND PARK CEMETERY ADDITION PHASE II,
Project 16-051

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 May 17, 2019, and completed and ready for final payment not later than May 24, 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>1</u>	Dated <u>12/6/18</u>
Addendum No. _____	Dated _____
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;

- C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.
5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$ 521,960.00

TOTAL BASE BID, IN WORDS: Five hundred twenty-one thousand Nine-hundred sixty and no 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. Itemized Bid Schedule.
9. Communications concerning this Bid shall be addressed to:

Address of Bidder: Andreen Hunt Const., Inc.
PO BOX 1175
Mills, WY 82644

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 12/11/18, 2018.

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)

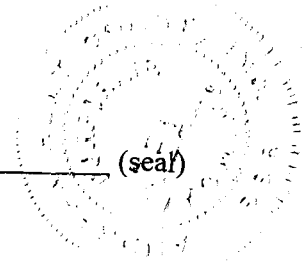
(General Partner)

Business Address: _____

Phone Number: _____

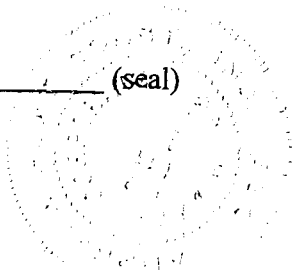
A CORPORATION OR LIMITED LIABILITY COMPANY

By: Andreen Hunt Const., Inc.
(Corporation's or Limited Liability Company's Name)



Wyoming
(State) of Incorporation or Organization

By: Dale E. Andreen
DALE E. ANDREEN (seal)



(Title) President

(Seal)

Attest: [Signature]

Business Address:

Andreen Hunt Const., Inc.
PO BOX 1175
Mills, WY 82644

Phone Number:

307-265-1405

A JOINT VENTURE

By: _____ (Name) (seal)

(Address)

By: _____ (Name) (seal)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

BID SCHEDULE (Addendum #1)
DECEMBER 11, 2018
HIGHLAND PARK CEMETERY EXPANSION, PHASE II
Project 16-051

Casper, Wyoming

Contractor shall furnish and install items 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 Specifications and Drawings are to be considered incidental and merged with costs of other related bid items.

LS=Lump Sum, CY = Cubic Yards, SY = Square Yards, LF = Lineal Foot, EA = Each

Bid Schedule

Highland Park Cemetery Expansion Phase II

Item	Description	Quantity	Unit	Unit Price	Total Price
1	Mobilization	1	LS	\$ 22,000.00	\$ 22,000.00
2	Site Grading	1	LS	\$ 70,000.00	\$ 70,000.00
3	Unclassified Excavation	500	CY	\$ 0.01	\$ 5.00
4	F&I Select Backfill	500	CY	\$ 0.01	\$ 5.00
5	F&I Paving (4" Asphalt / 6" Grading "W" Base)	5800	SY	\$ 33.00	\$ 191,400.00
6	F&I 2' Wide Concrete Valley Gutter	650	LF	\$ 20.00	\$ 13,000.00
7	F&I 6' Tall Chain Link Fencing	1500	LF	\$ 27.00	\$ 40,500.00
8	R&R Concrete Curb and Gutter (Type A)	25	LF	\$ 80.00	\$ 2,000.00
9	F&I Concrete Pad	1	LS	\$ 6,000.00	\$ 6,000.00
10	F&I Columbarium	1	LS	\$ 31,400.00	\$ 31,400.00
11	F&I Two Rail Double Swing Gate	1	LS	\$ 3,700.00	\$ 3,700.00
12	F&I Irrigation System	1	LS	\$ 66,300.00	\$ 66,300.00
13	F&I Landscaping	1	LS	\$ 39,200.00	\$ 39,200.00
14	Hydro Seeding	4	Acres	\$ 7,100.00	\$ 28,400.00
15	SWPPP	1	LS	\$ 7,000.00	\$ 7,000.00
16	F&I Concrete Valve Box Diamond	1	EA	\$ 400.00	\$ 400.00
17	F&I Concrete Manhole Diamond	1	EA	\$ 650.00	\$ 650.00
				Total Base Bid	\$ 521,960.00

- **BASE BID IN WORDS:** FIVE HUNDRED TWENTY-ONE THOUSAND, NINE HUNDRED SIXTY AND NO CENTS

This bid submitted by: ANDREEN HUNT CONST., INC.
 (Individual, partnership, corporation, or joint venture name)

RESOLUTION NO. 19-9

A RESOLUTION AUTHORIZING AN AGREEMENT WITH ANDREEN HUNT CONSTRUCTION, INC., FOR THE HIGHLAND PARK CEMETERY ADDITION, PHASE II, PROJECT NO. 16-051

WHEREAS, the City of Casper desires to construct an expansion to the Highland Park Cemetery; and,

WHEREAS, Andreen Hunt Construction, Inc., is able and willing to provide those services specified as the Highland Park Cemetery Addition, Phase II, Project No. 16-051; 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 Andreen Hunt Construction, Inc., for those services, in the amount of Five Hundred Twenty-One Thousand Nine Hundred Sixty and 00/100 Dollars (\$521,960.00).

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 an amount not to exceed Five Hundred Twenty-One Thousand Nine Hundred Sixty and 00/100 Dollars (\$521,960.00) and Twenty-Eight Thousand Forty and 00/100 Dollars (\$28,040.00) for a construction contingency account, for a total price of Five Hundred Fifty Thousand and 00/100 Dollars (\$550,000.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of 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:

(Andreen Hunt Construction, Inc.- Highland Park Cemetery Addition, Phase II – 16-051)

Walter Tremel

ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

December 14, 2018

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Ethan Yonker, P.E., Associate Engineer

SUBJECT: Authorizing a Contract for Professional Services with WLC Engineering and Surveying in the amount of \$69,046.16 for the Highland Park Cemetery Addition, Phase II, Project No. 16-051

Meeting Type & Date:

Regular Council Meeting

January 8, 2018

Action Type:

Resolution

Recommendation:

That Council, by resolution, authorize a contract for professional services with WLC Engineering and Surveying (WLC) in the amount of \$69,046.16 for Contract Administration and Surveying services necessary for the Highland Park Cemetery Addition, Phase II.

Summary:

The City Engineering department requested proposals from local consultants for contract administration and surveying services for the Highland Park Cemetery Addition, Phase II. Their services include managing the contract, providing a resident project representative for construction observation, material testing, and installation of over 700 plot monuments.

Four firms submitted proposals for this work and three were interviewed by a selection committee. Based on the proposal, interview, and fee proposal, the selection committee selected WLC as the consultant for this project.

Financial Considerations

Funding for this project will be from 1% #15 funds allocated to the Cemetery Expansion.

Oversight/Project Responsibility

Ethan Yonker, P.E., Associate Engineer

Attachments

Resolution

Agreement

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services (“Contract”) is entered into on this ___ day of January, 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. WLC Engineering and Surveying, 200 Pronghorn, Casper, Wyoming 82601 (“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 Construct and addition to the Highland Park Cemetery.

B. The project requires professional services for the Contract Administration and Surveying.

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

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

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

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project:

A. Contract Administration and Observations.

1. The Consultant shall conduct a pre-construction meeting with the Contractor at the jobsite to review each work item, construction quality control, and phasing of the work. Consultant shall take meeting minutes, submit meeting minutes to the City for review and approval, and distribute as needed.

2. Consultant shall create a video record of existing conditions of all areas of the cemetery that may be affected by construction activities prior to the start of work. Video record will be used as evidence of existing conditions and for evaluation of any damage suspected to be caused by contract work.
3. The Consultant shall review, in conjunction with City Staff, shop drawings, material sample submittals, and any schedule of values for conformance with the intent of the design documents. Consultant shall distribute all approved shop drawings and schedule of values to the contractor and owner.
4. The Consultant shall make visits to the job-site at intervals appropriate to the various stages of construction to observe the progress and quality of the contractor's work. Consultant shall create field observation reports for every site visit and submit to owner no less than once a month. Consultant shall pay special attention to irrigation main line installation and thrust block installation, no thrust block may be covered without being observed by the Consultant.
5. Consultant shall provide for, and retain, a sub-consultant for material testing. Material testing to be performed as indicated in the Construction Documents and in the City of Casper Standard Specifications. Consultant shall perform all material testing as indicated in the contract documents and standard specifications, including all asphalt testing as required by the revised Asphalt Specifications.
6. The Consultant shall schedule, attend, and provide minutes for progress meetings.
7. The Consultant shall issue necessary interpretations and clarifications of the contract documents and assist in the resolution of problems or conflicts due to unforeseen latent conditions.
8. Consultant shall complete daily diaries and a photograph log and provide to the City weekly.
9. Consultant shall prepare and provide to the City weekly progress reports.
10. The Consultant shall review contractor pay requests and advise Owner accordingly with a recommendation to pay.
11. The Consultant shall prepare a punchlist near project completion and conduct a final project review of punchlist items addressed by the contractor.

12. The Consultant shall maintain a regularly updated set of "as-built" record documents. Consultant shall submit record documents to Owner within thirty (30) days after Substantial Completion as required in Casper Municipal Code, Section 16.16.020 as "Record Drawings – Highland Park Cemetery Addition, Phase II." All submittals shall be dated.
13. The Consultant shall perform any other work necessary for completion of project as indicated in these scope items, proposal received from WLC dated November 30, 2018 (Exhibit A), and the Surveying Plan for the project (Exhibit B).

B. Construction Surveying and Monument Installation.

1. Consultant shall provide Contractor with construction surveying and staking as necessary for completion of work.
2. Consultant shall ensure that the Contractor installs no irrigation components or lines within the block boundaries.
3. Consultant shall provide a surveyor licensed in the State of Wyoming to monument plots as shown in the surveying plans (Exhibit B).
4. All monuments that are specified to have an aluminum cap shall be installed with the alternate monument installation shown on Sheet 19 of the Surveying Plan (Exhibit B).

2. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken and completed on or before the 28th day of June, 2019.

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 Sixty-Nine Thousand Forty-Six and 16/100 Dollars (\$69,046.16) in accordance with (Exhibit C) price proposal dated December 17, 2018.

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. All pay rates on this project shall be consistent with the 2018 FEE SCHEDULE from WLC (Exhibit D).

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 rest 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

Walter Tremel

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

WITNESS

CONSULTANT
WLC Engineering and Surveying

By: Jason L. Meyers

By: Shane M. Porter

Printed Name: JASON L. MEYERS

Printed Name: Shane M. Porter

Title: VICE PRESIDENT

Title: President

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to 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, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

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

5. *Deductibles and Self-Insured Retentions*

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

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless 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 complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the 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.

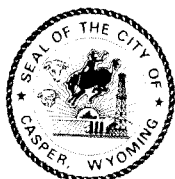
EXHIBIT A

Proposal for HIGHLAND PARK CEMETERY ADDITION, PHASE II

November 30, 2018



Submitted To:
City of Casper



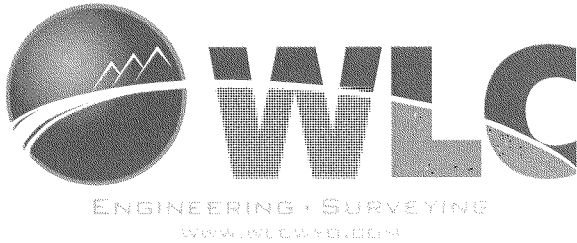
Submitted By:
WLC Engineering and Surveying



Casper

Cheyenne
299

Rawlins



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

November 30, 2018

Ethan Yonker, P.E.
City of Casper
200 North David Street
Casper, Wyoming 82601

RE: Proposal for Highland Park Cemetery Addition, Phase II

Mr. Yonker & Selection Committee:

WLC Engineering and Surveying (WLC) is excited to submit our proposal in response to the City of Casper's Highland Park Cemetery Addition, Phase II project. As you know from experience with our firm, WLC is a Casper-based full-service surveying, civil and geotechnical engineering, planning, GIS and grants writing firm serving clients since 1948.

After thoroughly reading the RFP, holding initial conversations with City staff, and making a site visit, WLC has a strong understanding of the project and potential opportunities, challenges, solutions and benefits. With significant experience utilizing the City of Casper's Standard Specifications, we have successfully completed construction administration and land surveying services on hundreds of successful projects. Most recently, similar projects have included the 2015 Miscellaneous Waterline Replacements, Rotary Park Phase I and II Pathways, and 1st Street Rehabilitation. Through this experience, we have gained a deep understanding of the Resident Project Representative's responsibilities, how to represent the City throughout the project, and the high standards the public works departments demand. Therefore, working with WLC offers opportunities for more efficient processes and greater success.

On each project WLC serves as Resident Project Representative, we work to refine our construction administration services procedures. As you know, in 2014 WLC established an online system that allows the City to login and view all of the project diaries and meeting notes throughout the project. WLC's system for submitting field documents (including diaries, pictures, meeting notes and test results) makes this information readily available to the City staff and team very quickly. We have also developed, and will implement on this project, a Submittal Package Booklet and Tracking Log that will ensure all installed materials meet specifications.

We look forward to the opportunity to discuss our approach and your project further in an interview. Please feel free to contact me with any questions or requests for additional information. Thank you again for the opportunity to propose.

Sincerely,
WLC Engineering and Surveying

A handwritten signature in cursive script that reads 'Matt Williams'.

Matt Williams, P.E.
Project Manager

CHEYENNE

RAWLINS

DEDICATED TO CLIENTS. DEFINED BY EXCELLENCE.



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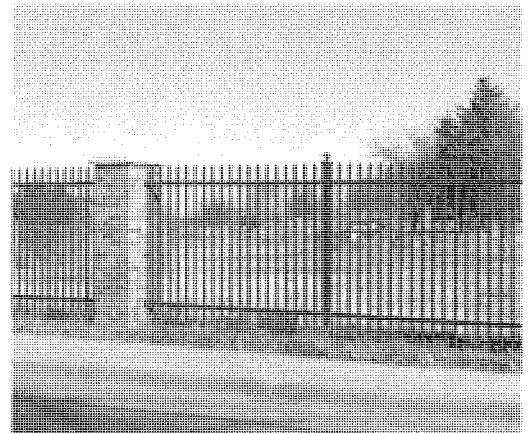
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Project Contact Information:

WLC Engineering and Surveying
Matt Williams, P.E.
200 Pronghorn St.
Casper, WY 82601
(307) 266-2524
mwilliams@wlcwyo.com



CITY OF CASPER EXPERIENCE

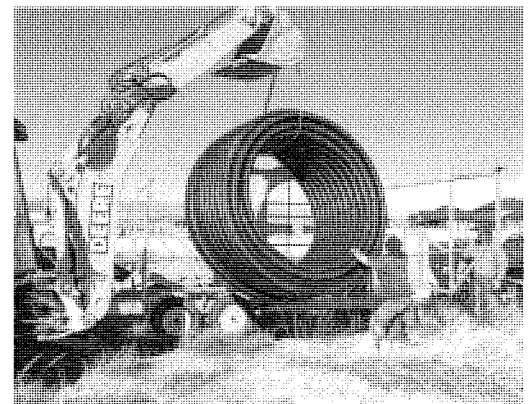
WLC has provided design and construction services on hundreds of projects throughout our history. Matt Williams, PE, has served as project manager on many projects collecting more than 12 years of experience working with the City of Casper Standard Specifications including, most recently, the 1st Street Rehabilitation project. Through these projects and many others, we have gained new and relevant experience and refined our awareness of the City of Casper's preferences and specifications. Additionally, we have a historically strong working relationship with the City and are experienced with your processes and standards. Coupled with our overall experience, WLC provides a strong record in successful design and construction services.



CONSTRUCTION ADMINISTRATION EXPERIENCE

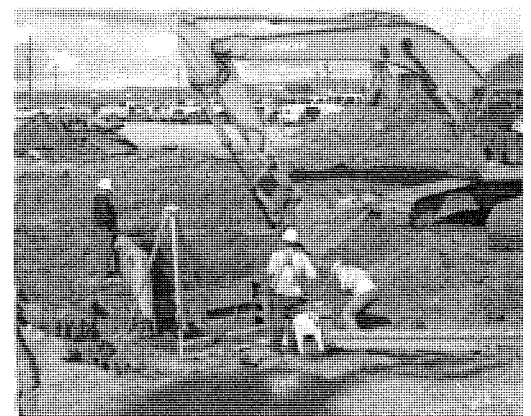
We understand that construction observation and administration continues to be critical to the City receiving quality and sustainable work. In this role, WLC's goal is to serve as your advocate, make you aware of any existing or potential issues, and ensure you get what you're paying for.

WLC's Resident Project Representative (RPR) for this project, Rose Velasquez, is an expert at construction administration and observation. She is experienced with conducting daily observation; completing daily diaries and photos; client and contractor communication; and daily status reports to WLC's project manager. Ms. Velasquez has more than 28 years of experience; 20 years with the City of Casper specifications.



By working on several similar City of Casper projects, we have refined our construction administration services procedures. Field documents are submitted to the project manager prior to the days end and all documents are reviewed before the end of the day. Internal procedures for reporting material testing make results available as soon as the technician returns from the field. These documents are uploaded to our online system that allows the City to login and view all documentation related to the project. This makes this information available to the City and team very quickly.

WLC's construction observers have strong relationships with contractors in and around Casper. Therefore, many of the issues and problems that arise are managed and mitigated in the field in an effort to avoid wasting the City's time or interject the City staff into a situation that your Resident Project Representative should manage. However, we will continue to keep the City updated on all project matters.



MATERIALS TESTING COST SAVINGS & EFFICIENCIES

Ms. Velasquez is also an experienced materials tester for WLC. Assigning her to this project provides cost savings opportunities by not having to wait for another firm or person to complete testing responsibilities. Additionally, she can read and analyze field test results quickly on site and avoid delaying work progress for potential cost savings.

WLC will operate as a fully integrated member of your team, acting as a seamless and transparent extension of the City for the management of both stakeholders and agencies. We serve as your advocate on project matters while operating within the parameters established by the City that allow you to retain overall direction and control of the project. Keeping your goals and objectives paramount, WLC works to deliver timely, cost-effective, and high-quality services.

Critical elements to our approach include:

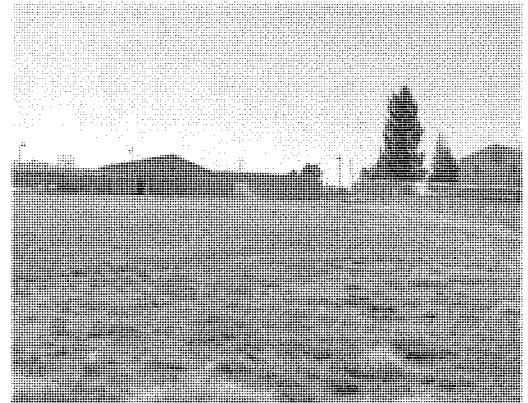
- Pre-construction conference - immediately following the award of the project, a pre-construction conference will be scheduled and facilitated to actively involve WLC, the Contractor, and the City. During the pre-construction conference, the project team will review the project scope, identify any specific Contractor, Engineer, or Owner concerns, review the Contractor's proposed schedule, identify specific roles and procedures, and determine immediate Contractor requests. The Communication Plan discussed below will be defined at this time.
- An experienced project manager – an active member of the team, who, along with the other team members, strongly values quality and service to the client. The project manager will be the main point of contact with the City, oversee the RPR, and monitor tasks and budget of the project.
- Cost control monitoring systems – cost control is managed through our real time accounting system on a sub-task basis allowing the project manager instant access to the breakdown of project costs and budget. Variances of costs and effort can be detected before the overall task budget is jeopardized.
- Communication - a communication plan including procedures, such as at what point and how the City wants to be notified of potential issues, will be outlined and crucial for the effective management of time and acceptability of work throughout the project. Our project manager will communicate with the City's project manager on a regular basis, to coordinate the work effort and resolve potential issues. Additionally, as a means of allowing better access to the daily diaries, WLC has established a system that allows the City to login and view all project diaries and meeting notes throughout the project. It is essential that the communication plan be designed with the full involvement of all parties. The basic elements of the plan can be summarized as follows:
 - Confirmation of lead representatives and the communication funnel for each member organization
 - Agreements on the project schedule and responsibilities
 - Establishment of protocols for decision-making, task, and project direction
 - Identification of information critical to City staff
- Quality control measures - are implemented so that a high standard of quality will be maintained throughout the project. Quality is achieved by individuals carefully performing their work and in-house peers checking and reviewing the completeness and accuracy of that work. WLC's quality control program ensures that all items produced are reviewed appropriately.



Our experience working with WLC has been incredibly positive. WLC worked with us to clearly understand our needs and identify innovative ways to address them. During the time we have worked together, WLC has remained communicative, technically and fiscally responsible, as well as deadline and results driven. I am happy to recommend WLC.

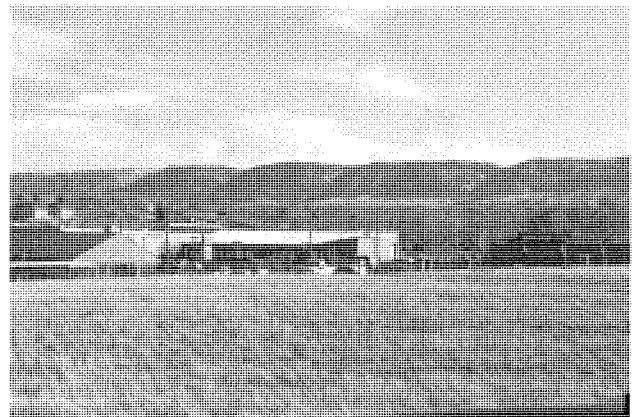
Scott Brownell
Lake Ridge Estates

WLC has extensive experience managing construction projects and has completed dozens of projects for the City of Casper and other local agencies. WLC takes pride in effectively working through issues that arise during construction with the best interest of the stakeholders in mind. Having recently completed several similar projects for the City of Casper, WLC has streamlined our construction administration services procedures to maximize communication with City representatives and provide deliverables that ensure a successful project. This project is a bit unique for a City project in the sense that impact to the residents and traveling public will be minimal. Allowing the contractor to potentially progress quicker and schedule tasks further out should result in cost saving to the City. WLC is prepared to work with the contractor at a potentially accelerated pace, while providing a quality project to the City of Casper. WLC has completed pre-project site visits and a thorough review of the contract documents and are aware of the challenges this project may present and have anticipated possible solutions to assist with daily construction activities. The following is our scope of services that will allow for another successful City of Casper project.



GENERAL ADMINISTRATION OF CONSTRUCTION CONTRACT

WLC will consult with and advise the City of Casper and act as the City of Casper's representative as provided in Articles 1 through 17, inclusive, of the Standard General Conditions of the Construction Contract, No. 1910-8 (1996 Edition) of the Engineer's Joint Contract Documents Committee, as amended by the Supplementary Conditions. The extent and limitations of the duties, responsibilities and authority of WLC, as assigned in said Standard General Conditions, as amended, shall not be modified, except as Consultant and the City of Casper may otherwise agree in writing. All of the City of Casper's instructions to Contractor(s) will be issued through WLC who will have the authority to act on behalf of the City of Casper to the extent provided in the said General Conditions, as amended, except as otherwise provided in writing. WLC will meet with the City of Casper throughout the construction phase as deemed necessary by WLC or the City of Casper, but not less than once per week. Having completed many projects using the City's project documents, WLC has expert knowledge of all contractual documents.



PRE-CONSTRUCTION CONFERENCE

Prior to the Contractor beginning work, a pre-construction meeting will be held to identify any specific Contractor, Engineer, or Owner concerns; review the Contractor's proposed schedule; identify specific roles and procedures; and determine immediate Contractor requests. WLC will work with the City to deliver not more than five (5) copies of the contract documents to the successful bidder at



this meeting. WLC will prepare the meeting agenda and prepare meeting minutes for distribution. The actual meeting minutes are designed to become part of the contract documents. Identifying all parties' concerns and outlining a communication plan upfront will allow for a successful project.

PROJECT COORDINATION

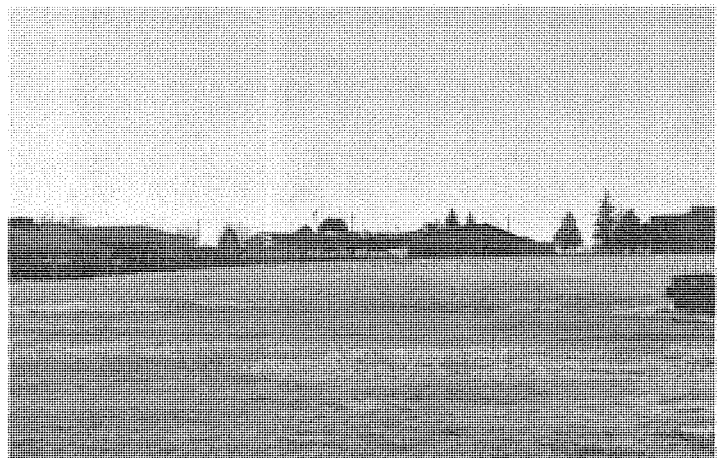
WLC is responsible for coordination with all stakeholders as required to construct the improvements, as well as all affected neighbors to the cemetery within the project areas. This will include timely notification of construction activities as necessary to anyone that might be impacted during construction. Although the impact to the traveling public and residents will be very minimal, WLC feels keeping up on the lines of communication is critical for any project.



VISITS TO SITE & OBSERVATION OF CONSTRUCTION

Resident Project Representative (RPR)

To provide continuous observation of the work on this project, WLC will provide the RPR services as described in "Scope of Services" in the RFP. Based on information obtained during our visits and from our observations, WLC will determine if the work is proceeding in accordance with the contract documents, and will keep the City of Casper informed on the progress of the work. We anticipate the RPR will be on site for an average of four (4) hours per day, depending on the activities of the Contractor and the progression of the work. Per Addendum No. 1, we have assumed a construction scheduled of 8 weeks.



WLC's visits by the RPR at the job site will enable WLC to carry out the duties and responsibilities assigned to, and undertaken, by WLC during the construction phase, and, in addition, by exercise of WLC's efforts as an experienced and qualified design professional, to provide WLC with a degree of confidence that the completed work of Contractor will conform to the contract documents and that the integrity of the design concept as reflected in the contract documents has been implemented and preserved by the Contractor.

Project Manager Site Visits

WLC's project manager, Matt Williams, will make periodic visits to the construction site. Visits will be at intervals appropriate to the various stages of construction to observe the progress and quality of the contractor's work. WLC maintains constant involvement with their projects and Matt will make a site visit at least once per week and more often as needed.

Meetings

At the pre-construction meeting, WLC will identify a time for on-site weekly progress meetings. WLC's project manager and/or design engineer and



Resident Project Representative (RPR) will be present at each progress meeting. Meeting minutes will be compiled for each meeting. These meetings provide an opportunity for the Contractor to bring up any issues or concerns and to address any Owner or Engineer concerns. The meeting minutes will be provided to all attendees within four (4) days following the meeting.

Communication

Communication with adjacent neighbors will be critical to the success of this project. In conducting pre-project site visits, it appears that the Lifesteps Campus will be the most affected by the construction activities, albeit, still minimal. With good planning and ample notifications along with open lines of communication, project impacts to all affected neighbors should be minimal.

Daily Diaries

WLC will prepare detailed daily reports of the Contractor's activities and maintain an accurate daily "construction diary". This is critical and standard practice for WLC. The construction diary will contain notes of material conversations with the Contractor or other entities on behalf of the City of Casper. A copy of which will be provided to the City of Casper no less than once a week during construction. As a means of providing up to date access to the daily diaries, WLC will continue to use our internet access point that will allow the City to login and view all of the project diaries and meeting notes throughout the project.

Photograph Log

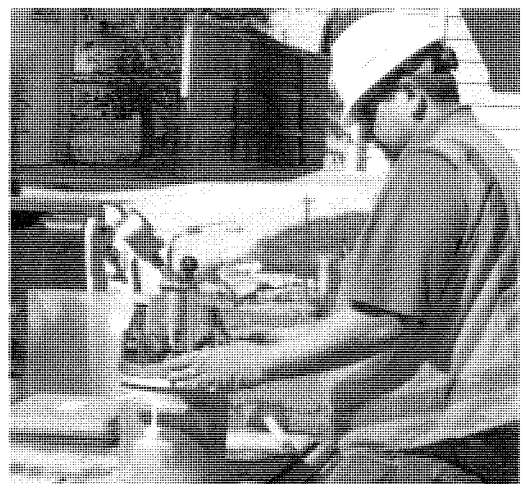
WLC will maintain a photograph log during the course of construction. Photograph notations will contain the direction of the photo, a brief description of the activity, and date. The complete photograph log will be delivered to the City of Casper upon completion of the project. Photographs will also be provided with the weekly diary submittals. Photographs will be taken randomly during critical stages of construction and not less than once a week. Photos will be made available through the internet access point throughout the project.

Correspondence File

WLC will maintain a correspondence file including but not limited to all memoranda, correspondence, and minutes of the progress meetings. All project documentation will be available for download on the internet access point. Accessible documentation will include Bid Documents, Daily Diaries, Photos, Pre-Construction Meeting Information, Material Test Results, Weekly Engineer's Report and Weekly Progress Meeting Minutes.

Progress Reports

In order to track progress of the construction, WLC will prepare weekly progress reports which will be provided to the City of Casper. These reports will include information on major progress during the previous week, assess construction progress with respect to the Contractor's



construction schedule, and note any outstanding claims or potential changes in the scope of the project as identified or conveyed to WLC during that week of construction activity.

Deliverables:

- *Pre-construction meeting agenda and meeting minutes.*
- *Critical point observation.*
- *Daily diaries and reports.*
- *Photograph logs*
- *Progress meeting minutes.*
- *Assessment of construction progress.*
- *Weekly progress reports.*
- *Internet access point for City access to all project documentation.*

Assumptions:

- *City staff will attend pre-construction and progress meetings.*

CONSTRUCTION STAKING

WLC will provide fully equipped survey crews for limited construction staking services to the Contractor. WLC's surveying crews will establish horizontal and vertical control for the proposed improvements. WLC has established a surveying request form for contractor use. This request form will allow for tracking and follow up on survey requests and allowing the project engineer to manage crews more effectively, at a cost savings to the City. For this proposal, WLC has assumed a contractor is equipped with machine grade controls. If the awarded contractor is not setup with machine grade equipment, WLC can provide detailed staking but will request an amendment to our agreement. In order to ensure proper placement of irrigation lines, WLC is prepared to provide temporary lot line staking as well as horizontal alignment stakes for all irrigation lines.

Deliverables:

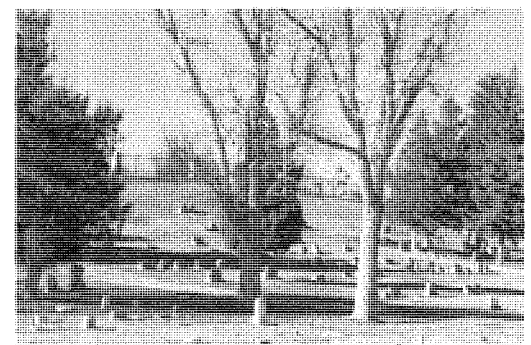
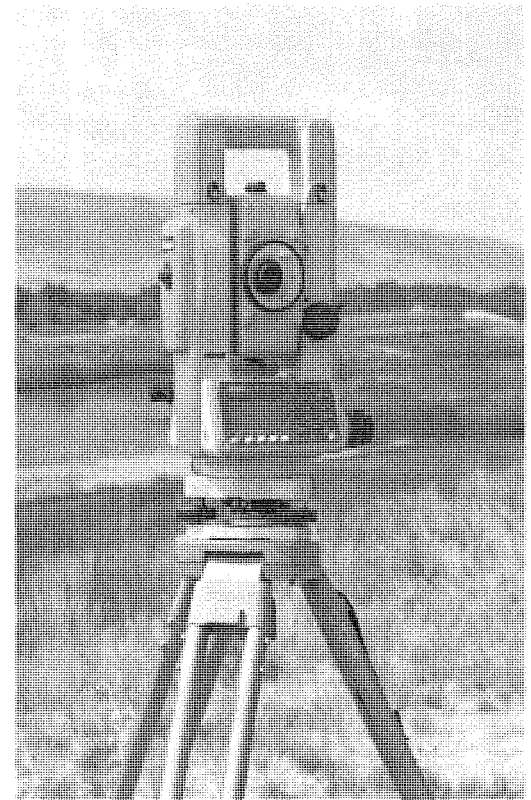
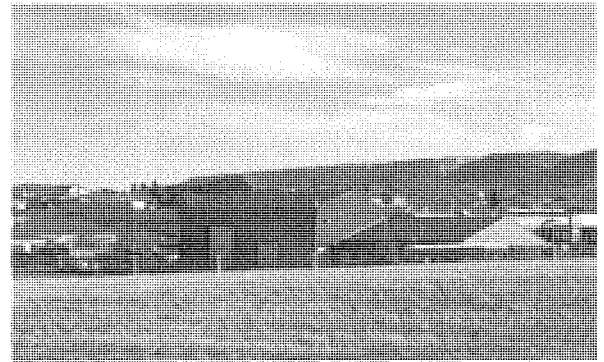
- *Horizontal and critical vertical control for the grading/surfacing.*
- *Horizontal staking to ensure proper installation locations of irrigation lines.*

Assumptions:

- *All staking will be performed only once, and Contractor will be responsible for additional staking at their cost.*

LOT STAKING

All monuments will be set under the supervision of a Professional Land Surveyor licensed in the State of Wyoming. All monuments will be 24" long #4 rebar and set at the locations as described and shown on the plans provided by the City of Casper Engineering Department. All lot corners as noted in the RFP will also be monumented with an aluminum cap of appropriate size to accommodate the amount of stamping requested on the caps. An additional 20 pre-stamped caps will be provided to the City of Casper as requested.



If the alternate monument installation method is requested then the top 8 inches in length and 4 inches in diameter of all monuments will be encased in concrete. WLC has included a cost in the fee proposal for the alternate monument method.

WLC will set grade control monuments in non-disturbance areas for contractors use for site grading. WLC also proposes to stake the centerline of the main irrigation water lines in order to ensure they do not fall within any lots.

DEFECTIVE WORK

During site visits and on the basis of such observations, WLC may disapprove of or reject Contractor(s)' work while it is in progress or if WLC believes that such work does not conform to the contract documents or that it will prejudice the integrity of the design concept of the project as reflected in the contract documents. WLC has refined its procedures to ensure the contractor's materials and work meet City standards. The project RPR will be provided with a complete package of submittals provided by the contractor. Using the submittal package the RPR will ensure all materials match the submittals prior to installation. Should any materials or construction procedures not meet specifications, the RPR will notify the contractor and the Project Manager, to ensure all defective products are prevented from permanent installation.

Deliverables:

- *Constant project observation to review Contractor work.*
- *Disapproval or rejection of Contractor work if WLC determines it does not conform or may prejudice the design.*
- *Immediately inform the City of Casper of rejected or disapproved work.*

INTERPRETATIONS & CLARIFICATIONS

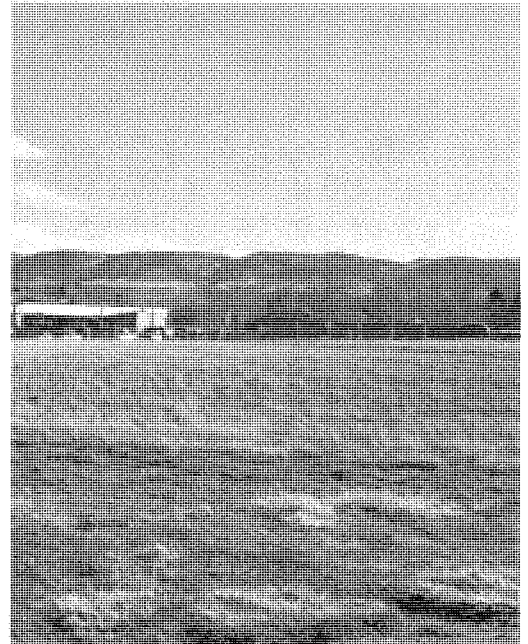
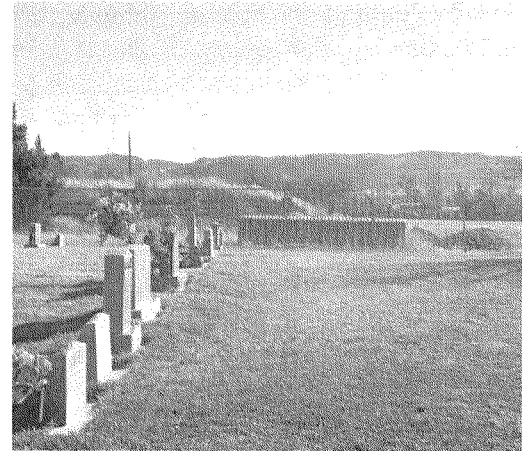
WLC will issue necessary interpretations and clarifications of the contract documents and in connection therewith evaluate, prepare and process work directive changes and change orders as required, for submittal to the City of Casper.

Deliverables:

- *Interpretations and clarifications of contract documents as needed.*
- *Assist in resolution of problems or conflicts.*
- *Prepare and process work change directives and change orders.*

SHOP DRAWINGS & SUBMITTALS

WLC will review and approve, or take other appropriate action with respect to shop drawings, samples and other data which the Contractor is required to submit, but only for conformance with the design concept of the project and compliance with the information given in the contract documents. Such reviews and approvals or other action will not extend to



means, methods, techniques, sequences, or procedures of construction or to safety precautions or programs incident thereto. WLC has developed a Submittal Tracking Log to track all Contractual and Material Submittals throughout the project. This log will be updated throughout the project and provided to the RPR to ensure all on-site materials meet submitted specifications. This log along with all project submittals will be made available through the internet access point.

Deliverables:

- *Review and take action on shop drawings and submittals.*

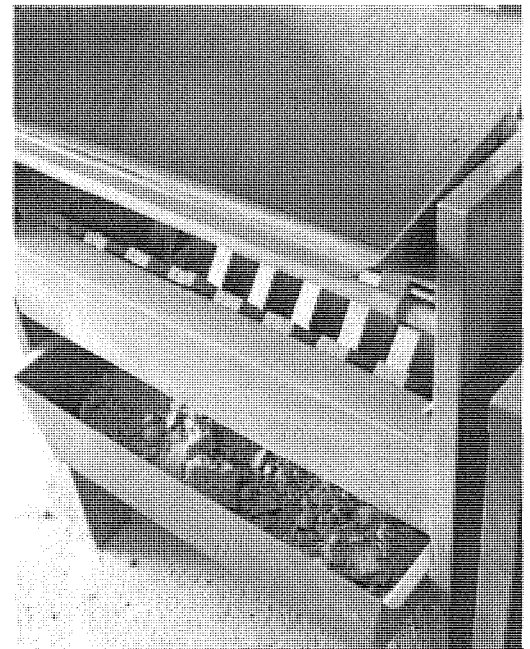


SUBSTITUTES

WLC will evaluate and determine the acceptability of the substitute materials and equipment proposed by Contractor.

Deliverables:

- *Review and evaluate proposed substitutes.*



INSPECTIONS & TESTS

WLC will supply materials testing equipment and personnel to provide materials testing at the minimum testing frequencies as outlined in the City of Casper Specifications. The Project Manager will be notified of all testing results immediately upon test completion. Should any test result not meet specification, the Project Manager will determine the proper action to remedy the situation, which may include re-working of the material or removal of the defective project. Should any test not meet specification, the City Project Manager will be notified of the result. All test results will be made available to the city through the internet access point throughout the project.

Deliverables:

- *Test results and diaries.*

Assumptions:

- *Contractor will be responsible for all costs from any retesting of failing tests.*



DISPUTES BETWEEN OWNER & CONTRACTOR

WLC will act as initial interpreter of the requirements of the contract documents and judge of the acceptability of the work thereunder and make decisions on all claims of City of Casper and Contractor relating to the acceptability of the work thereunder or the interpretation of the requirements of the contract documents pertaining to the execution and progress of the work. WLC will not be liable for the results of any such interpretations or decisions rendered in good faith. The City of Casper reserves the right to render final decisions on all Contractor claims, acceptability of work, and interpretation of the requirements of the contract documents.

WLC is not afraid of conflict with the Contractor, and has a reputation of being able work through conflicts to solve the problem as quickly and efficiently as possible.

Deliverables:

- *Provide initial decisions on claims by the City of Casper or Contractor.*

APPLICATIONS FOR PAYMENT

Based on WLC's on-site observations and information provided by the RPR, WLC will determine the amounts owed to Contractor and recommend in writing payments to Contractor in such amounts. Such recommendations of the payment will constitute a representation to the City of Casper that the work has progressed to the point indicated, and that, to the best of WLC's knowledge, information and belief, the quality of such work is in accordance with the contract documents. In the case of Unit Price Work, WLC's recommendations of payment will include final determinations of quantities and classifications of such work. WLC will carefully and thoughtfully prepare the Measurement and Payment Section of the Project Manual, to minimize any questions on what are pay items and what are subsidiary items.

Deliverables:

- *Provide review and recommendations to the City of Casper on Contractor progress payments.*
- *Provide the City with project budget progress sheets tracking all quantities throughout the project.*

CONTRACTOR COMPLETION DOCUMENTS

WLC will receive and review tests and approvals which are to be assembled by Contractor in accordance with the contract documents (but such review will only be to determine that their content complies with the requirements of, and in the case of tests and approvals the results certified indicated compliance with, the Contract Documents), and shall transmit them to the City of Casper with written comments.

Deliverables:

- *Provide review and recommendations to the City of Casper on Contractor provided tests and approvals.*

WALK-THROUGH

WLC will organize and conduct a walkthrough of the project near its completion and prepare a detailed punchlist of items to be addressed. WLC will conduct a final project review after the Contractor has completed the punchlist items to verify the project is ready for acceptance by the City.





SCOPE OF WORK

Deliverables:

- *Punchlist.*
- *Letter recommending acceptance once punchlist is satisfactorily addressed.*

Assumptions:

- *City staff will attend the walkthroughs and provide any additional punchlist items to WLC.*

RECORD DRAWINGS

WLC's RPR will regularly update construction plans to be used as as-built record documents. After completion of the project these updated plans will be utilized to generate the Record Drawings for submittal to the City of Casper. Record Drawings will be submitted within 30 days after Substantial Completion. Record Drawings will be provided in hard copy (11x17) and electronic (pdf and AutoCad) formats.

Deliverables:

- *1 Reproducible set of 4 mil Mylar Record Drawings on 11x17.*
- *A CD containing the electronic Record Drawings in AutoCAD and PDF format for both the City of Casper.*

WARRANTY INSPECTION PERIOD

WLC will perform a warranty period inspection during the one year period after final completion. This inspection will be conducted with the Contractor and City staff. Warranty inspections will include, but are not limited to, assisting the City of Casper in addressing public complaints concerning construction deficiencies during the warranty period, attending an on-site inspection walk-through of the project and preparing a listing of noted construction deficiencies at approximately eleven months after final completion.

Deliverables:

- *Warranty walk-through attendance.*
- *Prepare the listing of construction deficiencies.*

CHANGE ORDERS

WLC will evaluate and make recommendations for all requests for change orders during the construction of work. WLC will prepare and submit construction change orders along with all necessary documentation to the City for approval.

Deliverables:

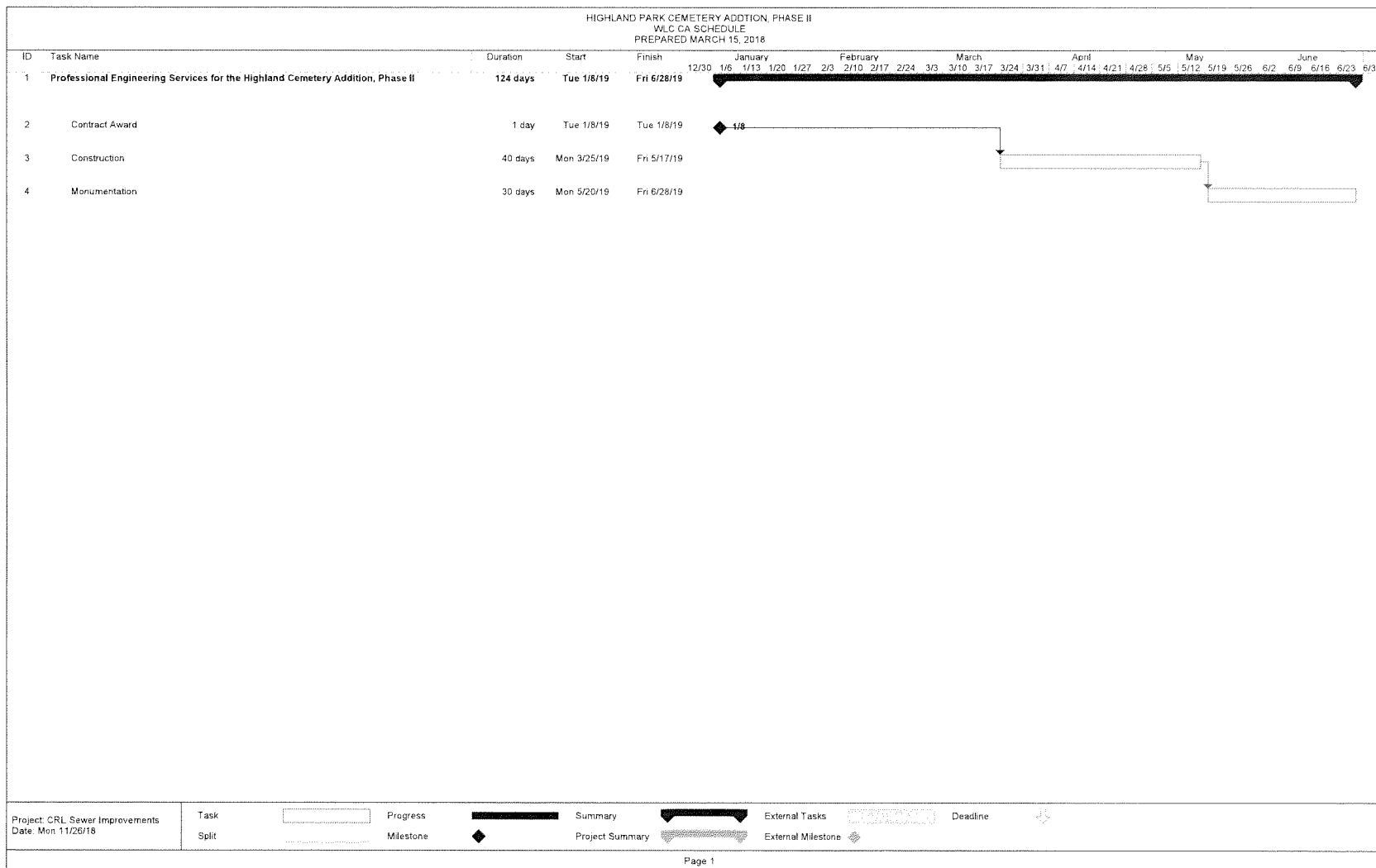
- *Detailed evaluation of all requests for change order.*
- *Prepared complete change order documentation.*

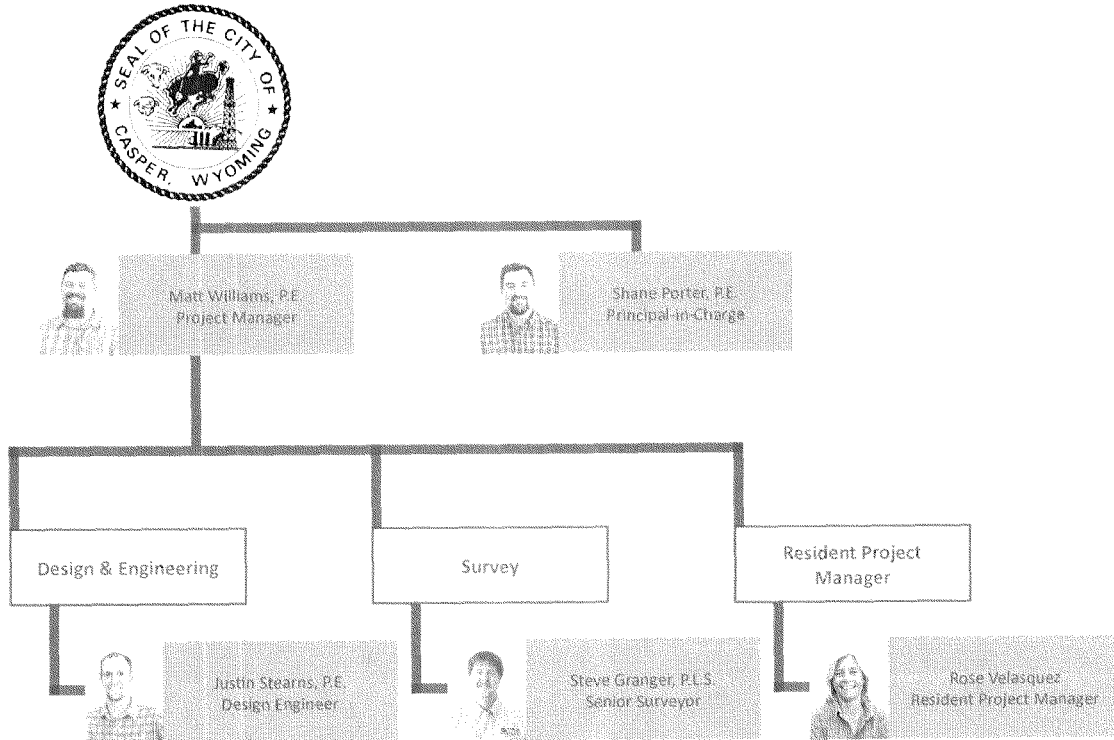
LIMITATION OF RESPONSIBILITIES

WLC cannot guarantee the performance of the Contractor nor assume responsibility for Contractor's acts, omissions, or failure to furnish and perform their work in accordance with the contract documents. During site visits, and based on WLC's on-site observations, as an experienced and qualified design professional, WLC will keep the City of Casper informed of the progress of the work, and will alert the City of Casper to defects and deficiencies in the work of Contractor and may disapprove or reject work as failing to conform to the contract documents.

Deliverables:

- *Perform the agreed upon duties and responsibilities per the contract.*





Matt Williams, P.E.

Casper



Position

Project Manager, Senior Engineer

Education

B.S. in Civil Engineering, University of Wyoming, 2000

Years of Experience

WLC: 12 Years

Industry: 18 Years

Licenses & Certifications

- Licensed Professional Civil Engineer in Wyoming #10549

Professional Associations

- American Society of Civil Engineers
- National Society of Professional Engineers

Expertise

- Design and Analysis of Water and Sewer Systems
- Grading, Earthworks and Development of Storm Sewer Systems
- Geotechnical Investigations
- Coordination and Project Management
- Other Field Experience including Materials Testing, Inspection, Construction, and Preliminary Surveying

Selected Project Experience

33 & Poison Spider Road Rehab - Natrona County, Wyoming - 2016

Mr. Williams served as project manager to provide design and construction services for the resurfacing of approximately five miles of 33 Mile Road and five miles Poison Spider road. WLC extensively evaluated the existing surfacing of both roadways to determine the best solution to rehabilitate the roadway section. This evaluation led to two completely different solutions for each roadway. WLC combined the two, separate rehabilitations in one bid package. A single contractor bidding the project and phasing the improvements on both sections resulted in substantial cost savings for the owner.

Country Club Road Improvements - Casper, Wyoming - 2016

Mr. Williams served as the geotechnical specialist for this project. WLC provided the design engineering, contract administration, construction observation, surveying, and materials testing. This project replaced approximately 6,400 LF of aging waterline, upgraded existing storm sewer system, replaced existing curbwalk, and upgraded handicap ramps to meet current standards. Additionally, this project included the mill and overlay of almost four acres of asphalt roadway with profiling of the existing road cross section to get a more defined crown.

1st Street Rehabilitation - Casper, Wyoming - 2015

Mr. Williams served as project manager to design and provide construction services for road and pedestrian surfacing, storm water, and watermain improvements on the 1st Street Rehabilitation project. Prior to design and construction, WLC provided geotechnical information by obtaining asphalt cores for the length of 1st Street to determine the current section and develop a new design that fit the existing section. Specifically, design improvements included resurfacing concrete sidewalk and curb and gutter spot repairs; retrofitting many of the sidewalks to include ADA ramps; limiting and eliminating pedestrian crossings; replacing watermain; and PMP overlay. Additionally, WLC provided construction contract administration.

Shane Porter, P.E.

Casper



Expertise

- Project Management & Oversight
- Water Distribution Systems
- Sanitary Sewer Collection Systems
- Storm Water Collection Systems
- Roadway & Parking Lot Design
- Subdivision Design
- Grading Plans
- Water and Sewer Capacity Studies
- QC/QA on Riprap Production and Placement
- Drainage Studies
- Storm Sewer Design
- Design of Large Riprap Erosion Control Structures
- Baseline Hydrologic Studies for Mine Permitting
- Surface Drainage Design for Mine Reclamation
- Development of Mine Reclamation Plans

Project Role

Principal-in-Charge

Position

Corporate President, Principal-in-Charge,
Project Manager, Senior Engineer

Education

B.S. in Civil Engineering, University of
Wyoming, 1997

Years of Experience

WLC: 14 Years

Industry: 21 Years

Licenses & Certifications

- Licensed Professional Civil Engineer in
Wyoming #9475

Professional Associations

- American Society of Civil Engineers
- Graduate of Leadership Wyoming

Selected Project Experience

Highland Park Detention Reservoir - Casper, Wyoming - 2016

Mr. Porter served as principal-in-charge. WLC was hired by the City of Casper to enlarge an existing detention reservoir located on Eastdale Creek. The existing detention reservoir capacity was enlarged from approximately 11.7 to 34 acre-ft. WLC provided the civil engineering, surveying, permitting, materials testing and construction contract administration services. Educational signage was designed by WLC and installed along the adjacent pathway.

Country Club Road Improvements - Casper, Wyoming - 2016

Mr. Porter served as project manager for this project. WLC provided the design engineering, contract administration, construction observation, surveying, and materials testing. This project replaced approximately 6,400 LF of aging waterline, upgraded existing storm sewer system, replaced existing curbwalk, and upgraded handicap ramps to meet current standards. Additionally, this project included the mill and overlay of almost four acres of asphalt roadway with profiling of the existing road cross section to get a more defined crown.

2015 Miscellaneous Water Replacements - Casper, Wyoming- 2016

Mr. Porter served as principal-in-charge for this project. WLC was hired to provide construction administration services to replace aging water mains with corrosion problems, main breaks and upsize some pipes. Responsibilities included construction observation, resident project representative inspection, materials testing, field surveying, review and preparation of construction pay estimates, record drawings, submittal review, and coordination between the City staff and contractor. This project also included the replacement of curb and gutter to increase flow capacity, updating ADA ramps, replacing storm sewer lateral and catch basins.

Justin Stearns, P.E.

Casper



Project Role

Assistant Project Manager & Design Engineer

Position

Assistant Project Manager, Design Engineer

Education

B.S. in Civil Engineering (Water Resources Emphasis), University of Wyoming, 2006

Years of Experience

WLC: 12 Years

Industry: 12 Years

Licenses & Certifications

- Licensed Professional Engineer in Wyoming #13127
- Nuclear Gauge Certification - 2008
- WYDOT/ACI Testing Certification - 2008

Expertise

- Civil Engineering Design
- Subdivision Layout
- Site Design
- Materials Testing
- Inspection
- Preliminary Surveying

Selected Project Experience

Rotary Park Pathway Phase I - Casper, Wyoming - 2017

WLC provided the civil engineering and surveying for this project. Mr. Stearns is served as design engineer and assistant project manager. This project developed approximately two-miles of asphalt pathway from Casper College to Wyoming Boulevard. Phase II and III of this project will extend the pathway to Rotary Park and connect several additional residential subdivisions to the existing pathway system.

Country Club Road Improvements - Casper, Wyoming - 2016

Mr. Stearns served as the design engineer for this project. WLC provided the design engineering, contract administration, construction observation, surveying, and materials testing. This project replaced approximately 6,400 LF of aging waterline, upgraded existing storm sewer system, replaced existing curbwalk, and upgraded handicap ramps to meet current standards. Additionally, this project included the mill and overlay of almost four acres of asphalt roadway with profiling of the existing road cross section to get a more defined crown.

33 & Poison Spider Road Rehab - Natrona County, Wyoming - 2016

Mr. Stearns served as design engineer to provide design and construction services for the resurfacing of approximately five miles of 33 Mile Road and five miles Poison Spider road. WLC extensively evaluated the existing surfacing of both roadways to determine the best solution to rehabilitate the roadway section. This evaluation led to two completely different solutions for each roadway. WLC combined the two, separate rehabilitations in one bid package. A single contractor bidding the project and phasing the improvements on both sections resulted in substantial cost savings for the owner.

Casper Stormwater Management Master Plan - Casper, Wyoming- 2013

WLC and URS were hired by the City of Casper to prepare a new Stormwater Management Master Plan (SWMMP). Mr. Stearns served as a design engineer. The project consisted of preparing a new Master Plan to replace the 1983 Master Plan and providing recommendations for future improvements, repairs, upgrades, designs, and financing options while taking into account water quality, water quantity, and various environmental issues. The new SWMMP identifies environmental issues, evaluated the City's current stormwater program and operating costs, and provided implementation of recommended improvements.

Steve Granger, P.L.S.

Casper



Project Role

Professional Land Surveyor

Position

Senior Surveyor

Education

A.S. in Land Surveying Technology, Sheridan College, 2014

Certificate in Land Surveying, University of Wyoming, 2013

Years of Experience

WLC: 9 Years

Industry: 27 Years

Licenses & Certifications

- Licensed Professional Surveyor in Wyoming #15092

Expertise

- ALTA/ACSM Surveys
- Boundary Surveys
- GLO Retracement
- Topographic Surveys
- Stormwater Management Operations
- Construction Layout Surveys
- Computations of Field Work and Evaluating Deeds
- Inspection
- All Types of Survey Drawings Using AutoCAD / Eaglepoint Software
- Mortgage Reports, Boundary, Topographic, Site Condominiums, Municipal Sanitary Sewer and Water
- Job Estimating, Set-Up and Scheduling
- Aggregate, Concrete, and Density Testing
- Field Inspection for Municipal Sewer and Water Projects
- Gas Wells
- Pipeline Routes

Selected Project Experience

Country Club Road Improvements - Casper, Wyoming - 2016

Mr. Granger served as the senior surveyor for this project. WLC provided the design engineering, contract administration, construction observation, surveying, and materials testing. This project replaced approximately 6,400 LF of aging waterline, upgraded existing storm sewer system, replaced existing curbwalk, and upgraded handicap ramps to meet current standards. Additionally, this project included the mill and overlay of almost four acres of asphalt roadway with profiling of the existing road cross section to get a more defined crown.

1st Street Rehabilitation - Casper, Wyoming - 2015

Mr. Granger served as senior surveyor to provide surveying and staking for road and pedestrian surfacing, storm water, and watermain improvements on the 1st Street Rehabilitation project.

Casper/Natrona County International Airport (CNCIA) Master Plan - Casper, Wyoming - 2014

Mr. Granger is a staff surveyor for the ongoing CNCIA Master Plan. He is responsible for collecting field data as required.

Dunlop Ranch - Carbon County, Wyoming - 2008

Project Surveyor - Powerline Route Survey. PLSS Survey for ownership.

Mile Hill Wind Farm - Carbon County, Wyoming - 2008

Project Surveyor - Powerline Route Survey. PLSS Survey for ownership.

Wind River Indian Reservation - Hot Springs County, Wyoming - 2007

Project Surveyor - Powerline Route Survey. PLSS survey for ownership.

Forerunner - Carbon County, Wyoming - 2007

Project Surveyor - Pipeline route survey. PLSS for ownership.

Rose Velasquez

Casper



Position

Senior Materials Testing Technician

Education

A.A., Casper College, 2006

Years of Experience

WLC: 12 Years

Industry: 28 Years

Licenses & Certifications

- ACI Concrete Testing, Concrete Laboratory Testing Technician, and Concrete Strength Testing Technician Level I
- ACI Aggregate Testing Technician Level I
- Nuclear Gauge Certification

Expertise

- Materials Testing
- Soils
- Concrete
- Asphalt
- Aggregate
- Construction Observation
- Safety Protocols
- QA/QC Procedures

Selected Project Experience

33 & Poison Spider Road Rehab - Natrona County, Wyoming - 2016

Ms. Velasquez served as senior materials tester to provide testing prior to design and during the construction of this resurfacing project. The project resurfaced approximately five miles of 33 Mile Road and five miles Poison Spider road. WLC extensively evaluated the existing surfacing of both roadways to determine the best solution to rehabilitate the roadway section. This evaluation led to two completely different solutions for each roadway. WLC combined the two, separate rehabilitations in one bid package. A single contractor bidding the project and phasing the improvements on both sections resulted in substantial cost savings for the owner.

Edgerton Roads & Drainage Improvements - Edgerton, WY - 2013

The Town of Edgerton hired WLC to write a grant and design street and stormwater improvements to be made within the community as well as provide materials testing and observation during construction. WLC designed improvements that benefitted the Town with better drainage, stronger asphalt sections, and a storm outlet structure that reduced ponding water within the Town's Streets. Ms. Velasquez served as the lead materials tester and construction observer.

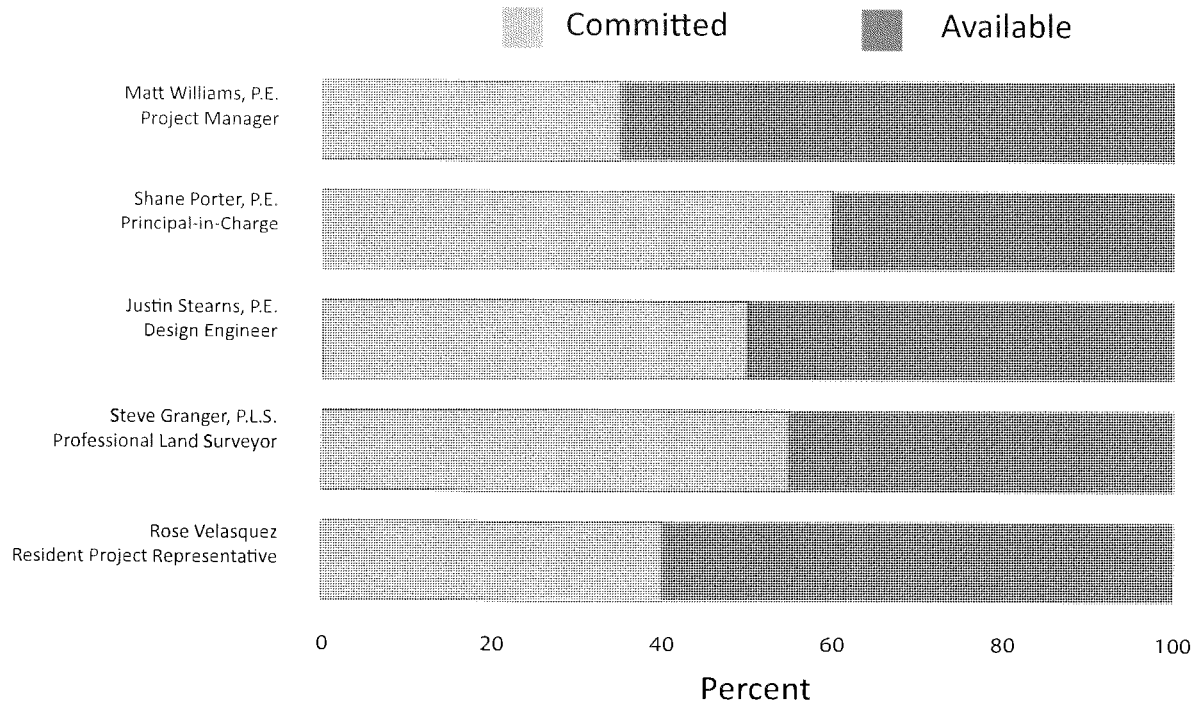
Town of Edgerton, Wyoming Miscellaneous Water Repairs - 2009

WLC was hired by the Town of Edgerton in 2008 to complete miscellaneous water repairs at four locations. Ms. Velasquez served as a materials testing technician for this project. WLC was responsible for the design and construction of the waterline repairs, permitting, bidding, and construction administration services including surveying, observation, and materials testing. Materials testing for this project included density tests on utility back fill base, road base, and asphalt pavement as well as testing the waterlines.



TEAM AVAILABILITY

WLC has a proven ability to meet all schedule and milestone dates as identified in the RFP for this project. Please utilize our references including on the following pages to verify we continually complete projects within the allotted timeframe.



Saratoga Cemetery Expansion Carbon County, WY



In 2016, WLC Engineering and Surveying was hired by the Saratoga Cemetery District to develop an approximate 5-acre expansion to their existing cemetery. WLC's services included recovering the boundary of the Saratoga Cemetery, providing alternate layouts, preparing grading plan for selected option, preparing plans and specifications for grading plan, construction observation, materials testing, contract administration, preparing subdivision plat, and staking of all lots and blocks of the proposed Cemetery expansion.

The project was phased and Phase 1 has been completed. Phase 1 earthwork consisted of approximately 6,500 c.y of excavation and 4,600 c.y. of embankment to create several tiered areas to allow approximately 1,000 grave sites and 400 cremains sites and development of a 100 vehicle parking lot. Under Phase 2 (2017), curb and gutter and paving will be installed to complete the parking lot.

Key Elements

- Cemetery Expansion
- Boundary Recovery
- Layout Design
- Grading Design
- Construction Observation
- Materials Testing
- Construction Contract Administration
- Land Surveying

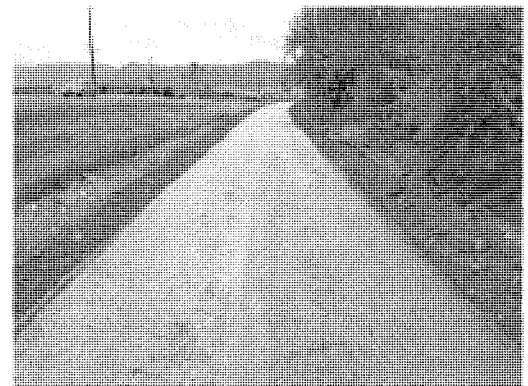
Status

2016

Reference

Jim Wiant
Saratoga Cemetery District
307-326-5673
PO Box 1417
Saratoga, WY 82331

Rotary Park Trail Phase I Casper, WY



In 2016, WLC Engineering and Surveying was hired by the Platte River Trails and Natrona County Parks Department to design and provide construction administration services of a 10 feet wide pathway along west side of Casper Mountain Road beginning at Campus Drive, adjacent to Casper College, extending south to Wyoming Boulevard.

The entire path is approximately 2 miles in length and is the first phase in a three phase effort to link the City of Casper Metro area to Rotary Park. WLC utilized a creative design including a small amount of retaining wall, to address the challenging terrain and necessary drainage crossings within the available right-of-way.

Also included with this project are the development of stationary, pedestrian pathway maps and a lighted pedestrian intersection crossing. The pedestrian lighting utilizes a controlled solar powered blinking crosswalk system creating a safer crossing of Casper Mountain Road.

Key Elements

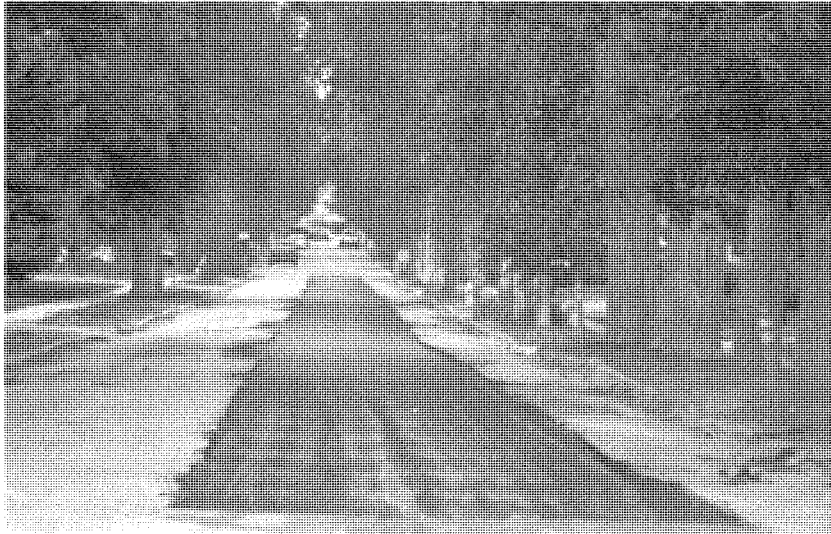
- Trail & Pathway Design & Construction
- ESA
- Surveying
- Construction Administration
- WYDOT Funding Coordination

Status

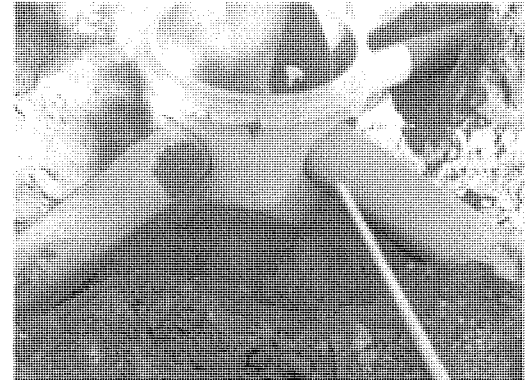
Completed in 2017

Reference

Angela Emery, Executive Director
Platte River Trails
(307) 577-1206
platteriver@wyoming.com



2015 Miscellaneous Waterline Replacements Casper, WY



WLC Engineering, Surveying and Planning was hired by the City of Casper to provide construction administration services to replace aging water mains with corrosion problems, main breaks and upsize some pipes. Responsibilities included construction observation, Resident Project Representative inspection, materials testing, field surveying, review and preparation of construction pay estimates, record drawings, submittal review, and coordination between the City staff and contractor.

This project also included the replacement of curb and gutter to increase flow capacity, updating ADA ramps, replacing storm sewer lateral and catch basins.

Prior to construction, WLC identified the need to replace the existing storm sewer manholes in 17th Street. The poor shape of the existing brick manholes would not allow for replacement of the laterals without a possibility of the manhole caving in during construction. This solution provided a safer and more effective installation.



Key Elements

- Construction Observation
- RPR Responsibilities
- Watermain Replacement
- Stormwater Improvements
- Materials Testing
- Construction Contract Administration
- Land Surveying

Status

Completed in 2016

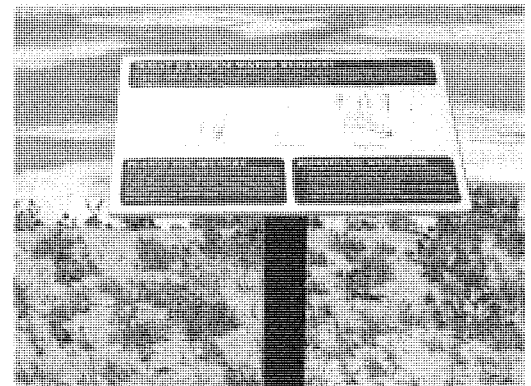
Project Cost

\$1,527,807

Reference

Ethan Yonker, E.I.T.
City of Casper
(307) 235-8341
eyonker@cityofcasperwy.com

Highland Park Detention Reservoir Casper, WY



WLC was hired by the City of Casper to enlarge an existing detention reservoir located on Eastdale Creek. The existing detention reservoir capacity was enlarged from approximately 11.7 acre-ft to 34 acre-ft. WLC provided the civil engineering, surveying, permitting, materials testing and construction contract administration services. Educational signage was designed by WLC and installed behind the existing Frontier Middle School and along the adjacent pathway.

The enlargement of the detention reservoir caused existing wetlands to be destroyed. WLC worked with a sub-consultant to delineate the existing wetlands and permit the reestablishment of just over 5 times the original wetlands area.

In lowering the reservoir, WLC worked with the City to relocate the existing material to an adjacent lot, allowing the City to complete the project at a much lower overall cost.

Key Elements

- Detention Reservoir Expansion
- Design Engineering
- Contract Administration
- Surveying
- Permitting
- Materials Testing

Status

Completed in 2016

Reference

Andrew Beamer, Public Works Director
City of Casper
(307) 235-8341
abeamer@cityofcasperwy.com

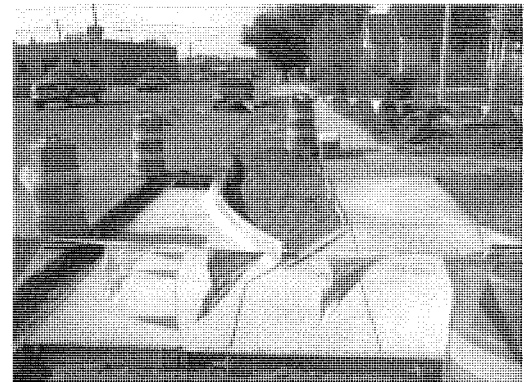


1st Street Rehabilitation Casper, WY



WLC Engineering, Surveying and Planning was hired by the City of Casper to design and provide construction services for road and pedestrian surfacing, storm water, and watermain improvements.

Prior to design and construction, WLC provided geotechnical information by obtaining asphalt cores for the length of 1st Street to determine the current section and develop a new design that fit the existing section. Specifically, design improvements included resurfacing concrete sidewalk and curb and gutter spot repairs 1st Street from Yellowstone to Beverly; retrofitting many of the sidewalks to include ADA ramps; limiting and eliminating pedestrian crossings; replacing watermain; and PMP overlay. Additionally, WLC provided construction contract administration.



WLC phased the project to enable the contractor to complete large chunks of work along 1st Street. Willard Elementary School is near the east end of the project and phasing the project enabled construction adjacent to the school to be completed during the summer when school was not in session. This also allowed WLC to minimize road closures along 1st Street and only minimally affect traffic.

Key Elements

- Road & Pedestrian Surfacing
- Watermain Replacement
- Stormwater Improvements
- Geotechnical Study & Report
- Construction Contract Administration
- Land Surveying

Status

Completed in 2015

Project Cost

\$1,990,000

Reference

Jason Knopp, P.E., City Engineer
City of Casper
(307) 235-8341
jknopp@cityofcasperwy.com



PROJECT LISTS

Additional, Recent & Similar Completed Projects

- Saratoga Cemetery Expansion
- Rotary Park Pathway Phase II
- Rotary Park Pathway Phase I
- 2015 Miscellaneous Waterline Replacements
- Highland Park Detention Reservoir
- 1st Street Rehabilitation
- Edgerton Water & Sewer Extensions
- Salt Creek Water & Sewer Extensions
- Palomino Water & Sewer Extensions

WLC Casper Current Civil Projects

- Casper West Zone II Water Line
- Evansville Emergency Water Connection
- Vista West Sanitary Sewer
- BLM 2018 Reservoir Permitting and Reclamation Design
- State Office Building Level III Services
- ABC Mini Storage Site Plan
- Natrona County School District Miscellaneous Parking Lot Rehabilitation
- Moser Phase IV Site Plan
- Natrona County Road & Bridge Miscellaneous Chip Seals
- Kelly Walsh High School North Drainage
- Natrona County Fairground Drainage Analysis
- CNCIA Miscellaneous Professional Services
- SCJPB Waterline Improvements
- Boys & Girls Club of Douglas
- Town of Evansville Engineer & Miscellaneous Street Improvements
- Town of Mills Engineer & Miscellaneous Street Improvements



COMMUNITY INVOLVEMENT

WLC supports all of the communities we work in and the state of Wyoming. We regularly donate to One Cent Campaigns, public safety needs, health organizations, youth education and sports, economic development efforts and other local causes. In 2016 and 2017, we contributed more than \$50,000 to the Casper community.

COMMUNITY SERVICE AND INTEREST ASSOCIATIONS									
	CAEDA Board	CAEDA Marketing Committee	Ducks Unlimited	Leadership Wyoming	Lions Club	National Rifle Association	Nutrition & Child Development, Inc.	Rotary	YMCA Board
Brad Holwegner, PE									X
Greg Biggs							X	X	
Shane Porter, PE	X			X	X				

ENGINEERING AND SURVEYING ASSOCIATIONS						
	American Society of Civil Engineering	Professional Land Surveyors of Wyoming	Wyoming Civil Engineers	Wyoming Engineering Society	Wyoming Power Producers Coalition	Wyoming Society of Professional Engineers
Brad Holwegner, EIT	X		X			X
Brad Miskimins					X	
Jason Meyers, PE				X		
Matt Williams, PE				X		X
Paul Svenson, PLS		X				
Shane Porter, PE	X			X		X
Steve Granger, PLS		X				



ADDENDUM

ADDENDUM NO. 1

to the

REQUEST FOR PROPOSALS

for the

HIGHLAND PARK CEMETERY ADDITION, PHASE II
PROJECT 14-70

by

CITY OF CASPER
200 N. David
Casper, Wyoming 82601

ADDENDUM DATE: November 19, 2018

Receipt of this Addendum must be acknowledged by filling in the spaces provided below and including one (1) copy attached to the bid.

APPROVED: (CITY OF CASPER)



Ethan Yonker P.E.

ACKNOWLEDGMENT OF RECEIPT OF
ADDENDUM (BIDDER)

WLC Engineering and Surveying

Firm



By: Signature

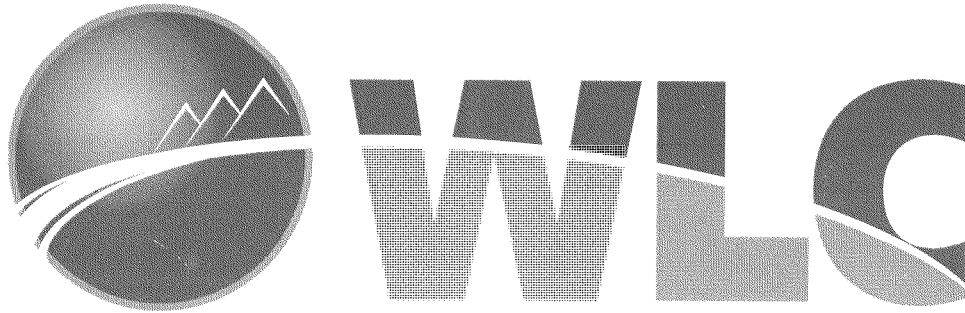
Project Manager

Title

11/19/18

Date Received

Addendum 1, Page 1 of 3

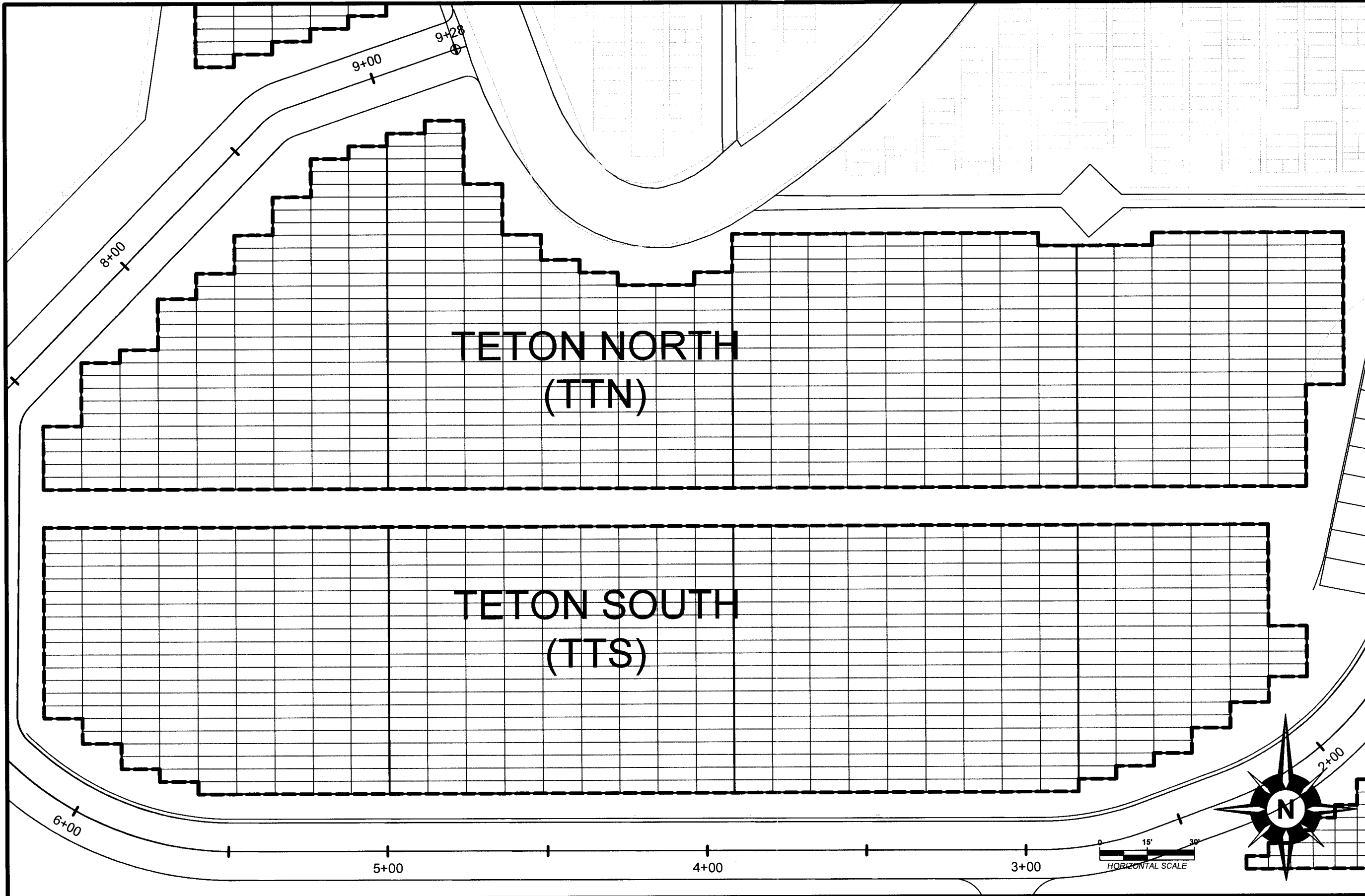


ENGINEERING • SURVEYING
www.wlccwyo.com



200 Pronghorn Street
Casper, WY 82601
P: (307) 266-2524
F: (307) 235-5604
mwilliams@wlcwyo.com

DEDICATED TO CLIENTS. DEFINED BY EXCELLENCE.



TETON NORTH
(TTN)

TETON SOUTH
(TTS)

CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

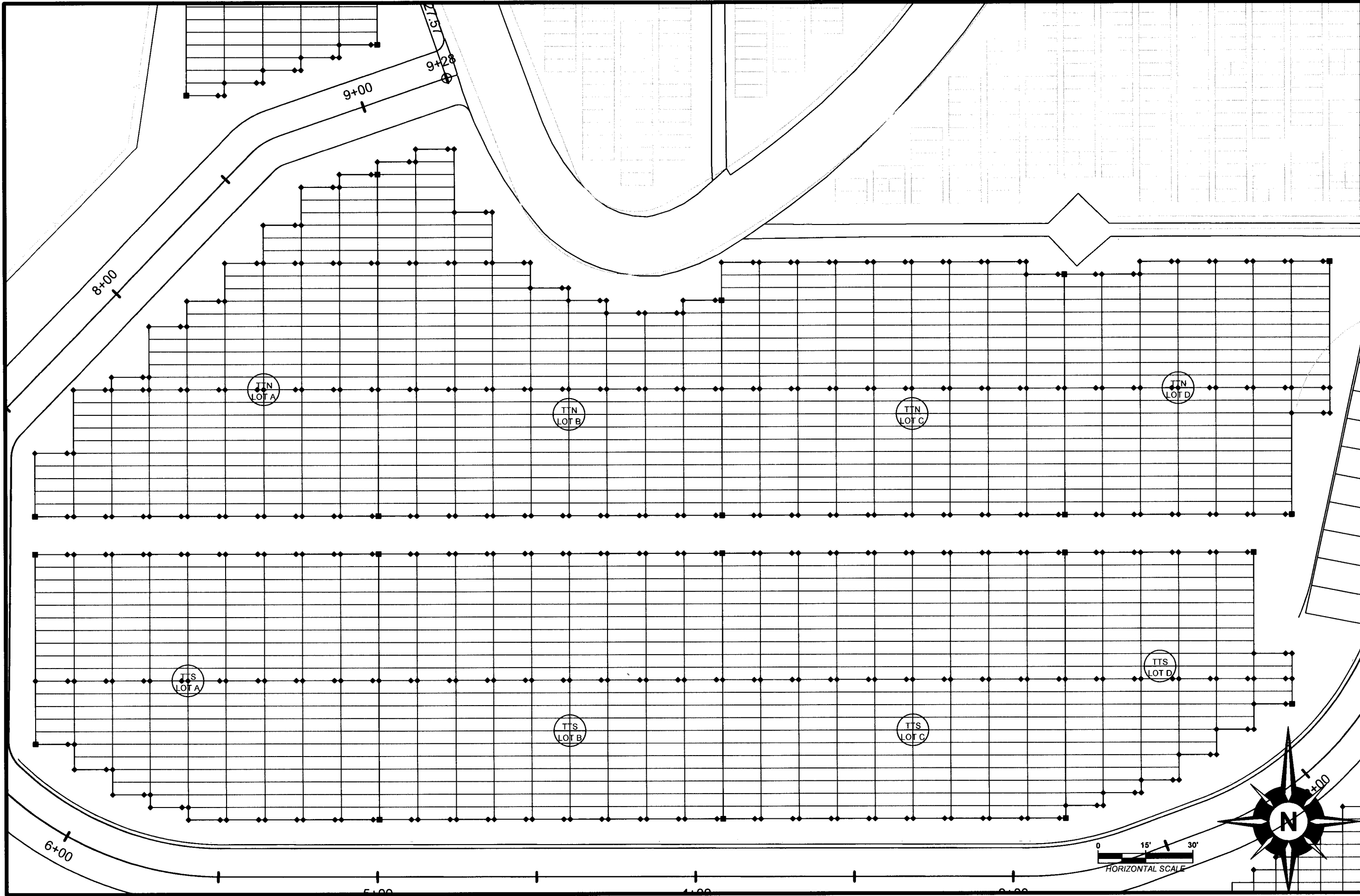
PROJECT 16-051

DRAWN BY: <u> EY </u> DATE: <u> 11/2/18 </u>	CHECKED BY: <u> ML </u> DATE: <u> 11/2/18 </u>	APPROVED BY: <u> AB </u> DATE: <u> 11/2/18 </u>
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REVISIONS

Highland Park Cemetery Expansion
Phase II, Surveying Plan

Teton North and South
Block Plan



CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

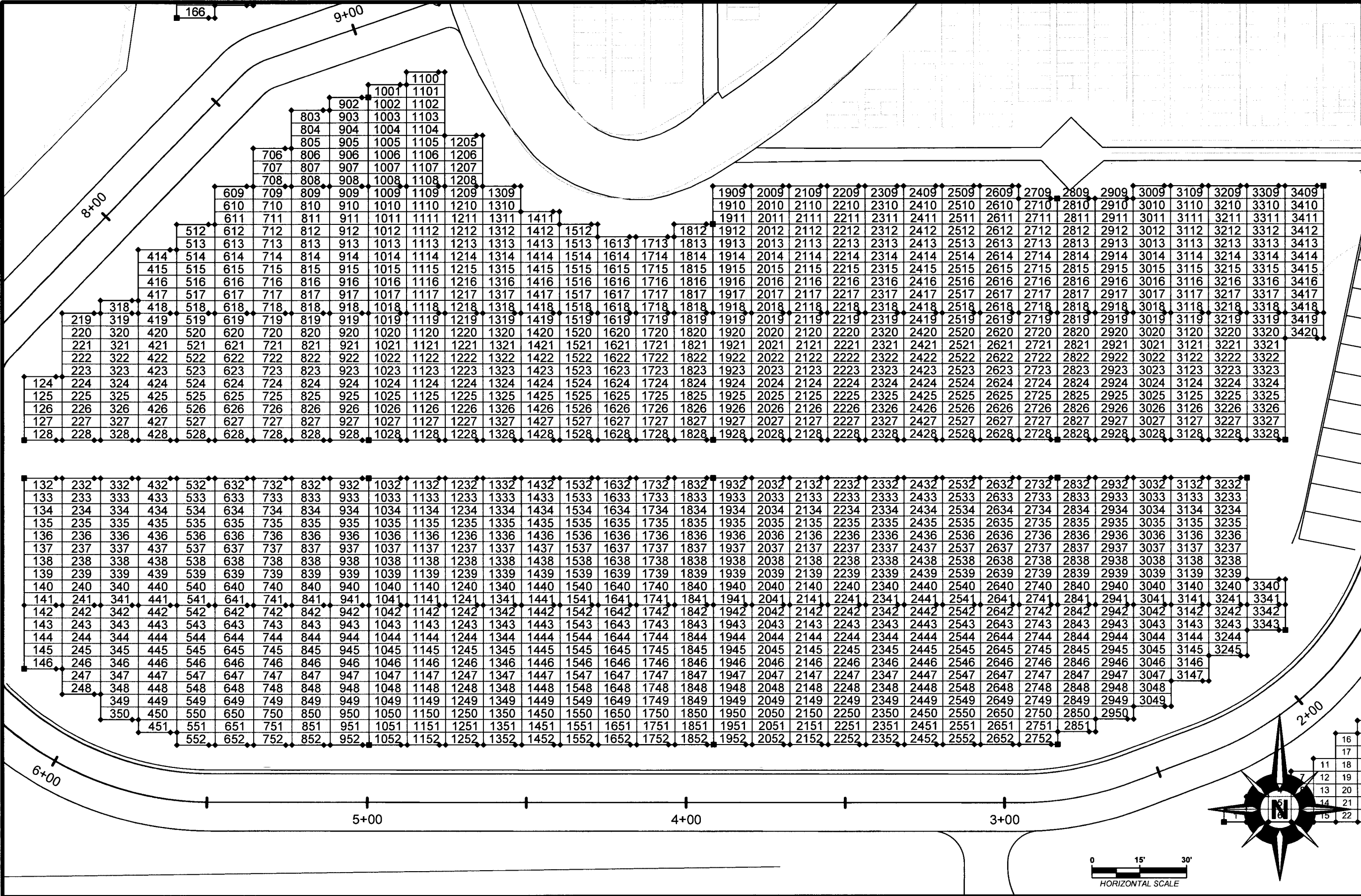
PROJECT 16-051

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 DATE: 11/2/18 DATE: 11/2/18 DATE: 11/2/18

REVISIONS

Highland Park Cemetery Expansion
 Phase II, Surveying Plan
 Teton North and South
 Lot Plan

SHEET 2 OF 19



CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

PROJECT 16-051

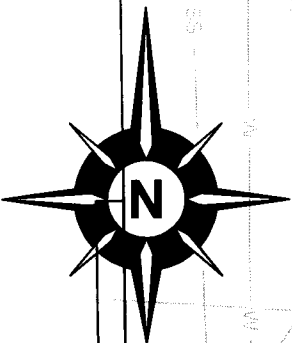
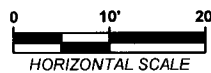
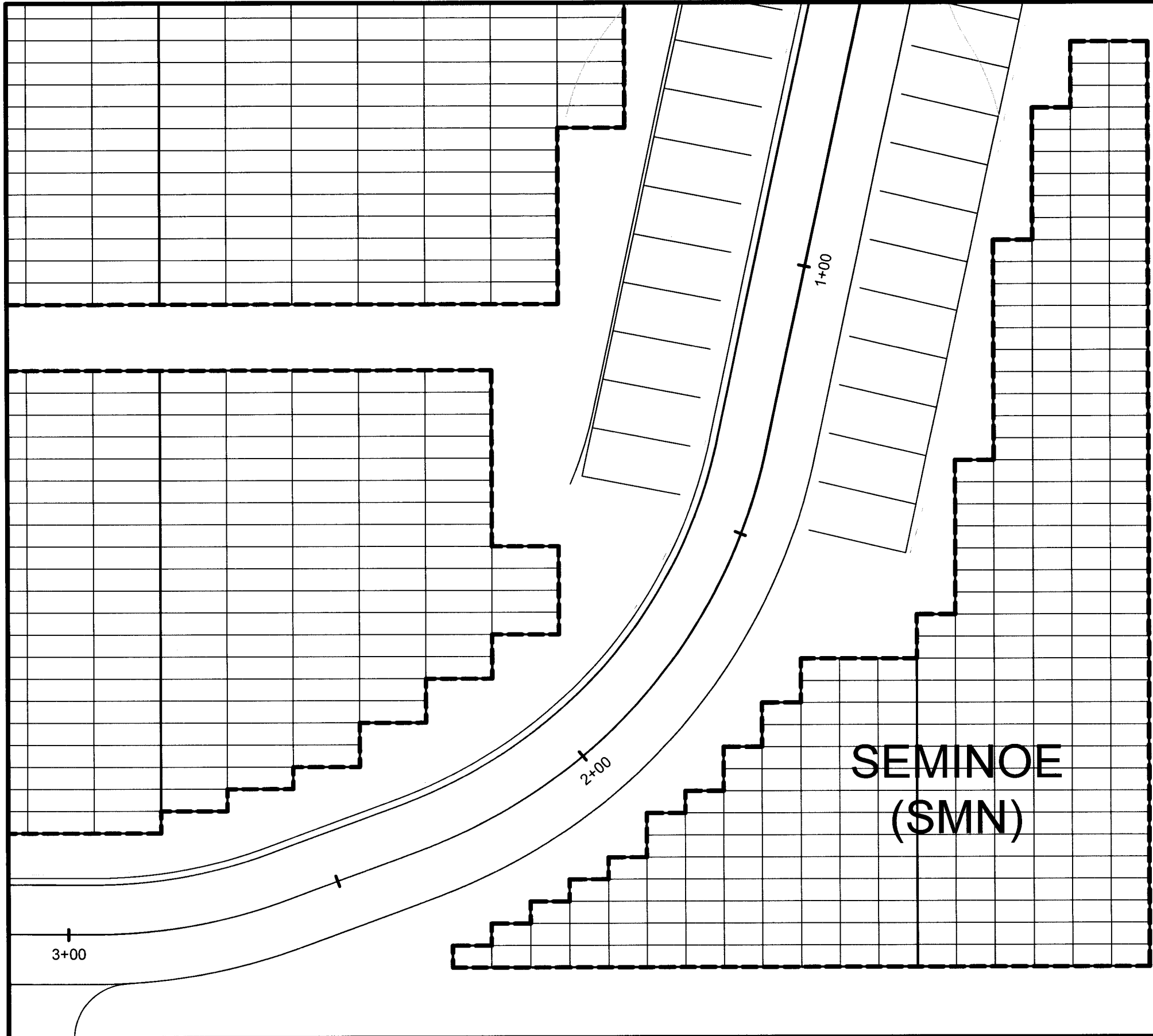
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 CHECKED BY: ML DATE: 11/2/18
 APPROVED BY: AB DATE: 11/2/18

REVISIONS

Highland Park Cemetery Expansion
 Phase II, Surveying Plan

Teton North and South
 Plot Plan

SHEET 3 OF 19



CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

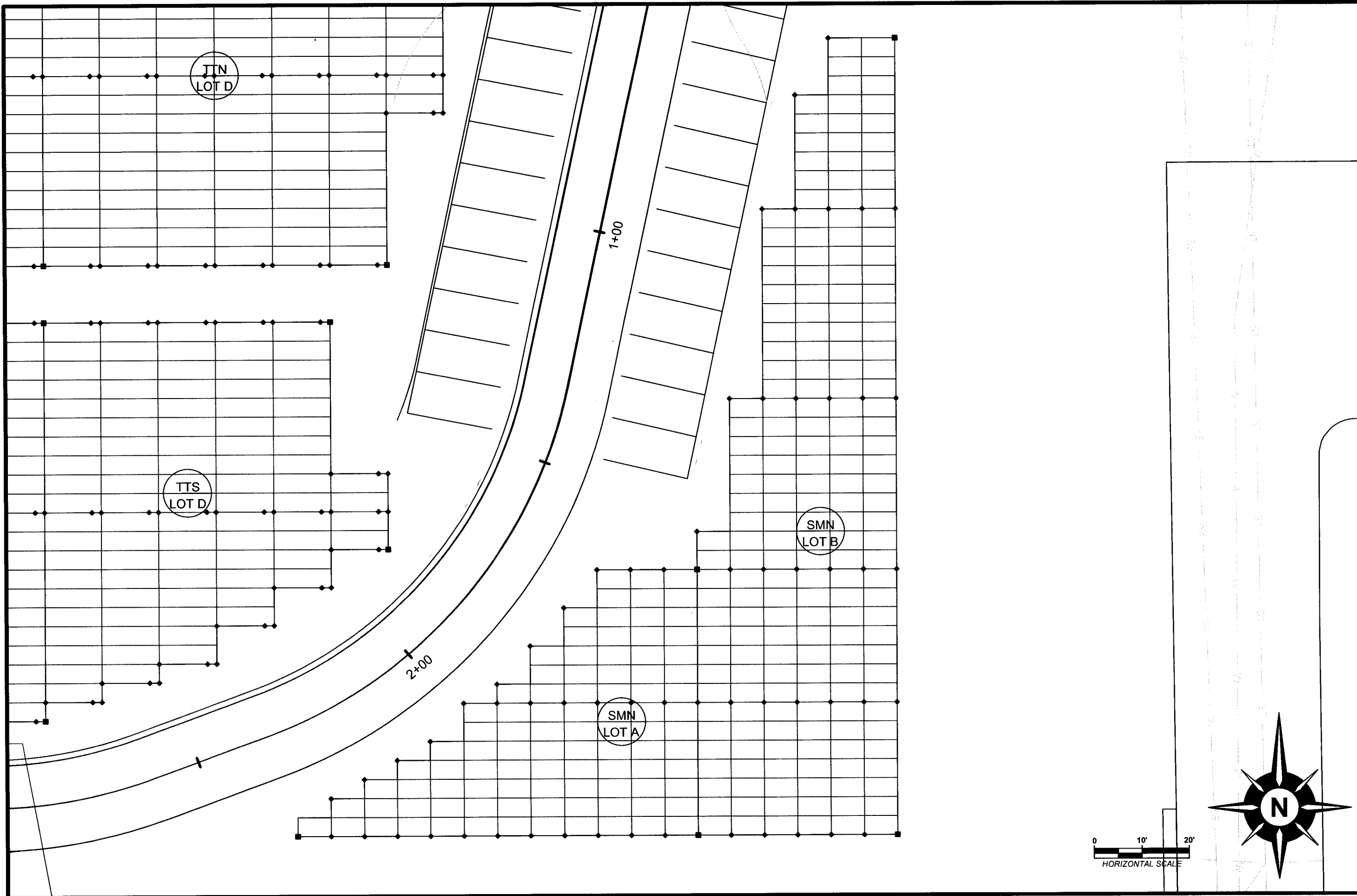
PROJECT 16-051

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DATE: <u>11/2/18</u>	DATE: <u>11/2/18</u>	DATE: <u>11/2/18</u>

REVISIONS

Highland Park Cemetery Expansion
 Phase II, Surveying Plan

Seminole
 Block Plan



CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

PROJECT 16-051

DRAWN BY: <u>EY</u>	CHECKED BY: <u>ML</u>	APPROVED BY: <u>AB</u>
DATE: <u>11/2/18</u>	DATE: <u>11/2/18</u>	DATE: <u>11/2/18</u>

REVISIONS

Highland Park Cemetery Expansion
Phase II, Surveying Plan

Seminoe
Lot Plan

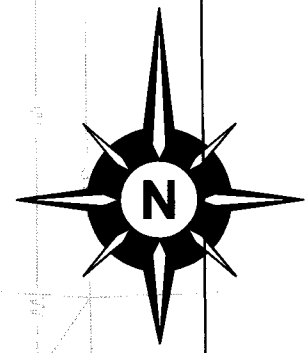
SHEET 5 OF 19

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CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

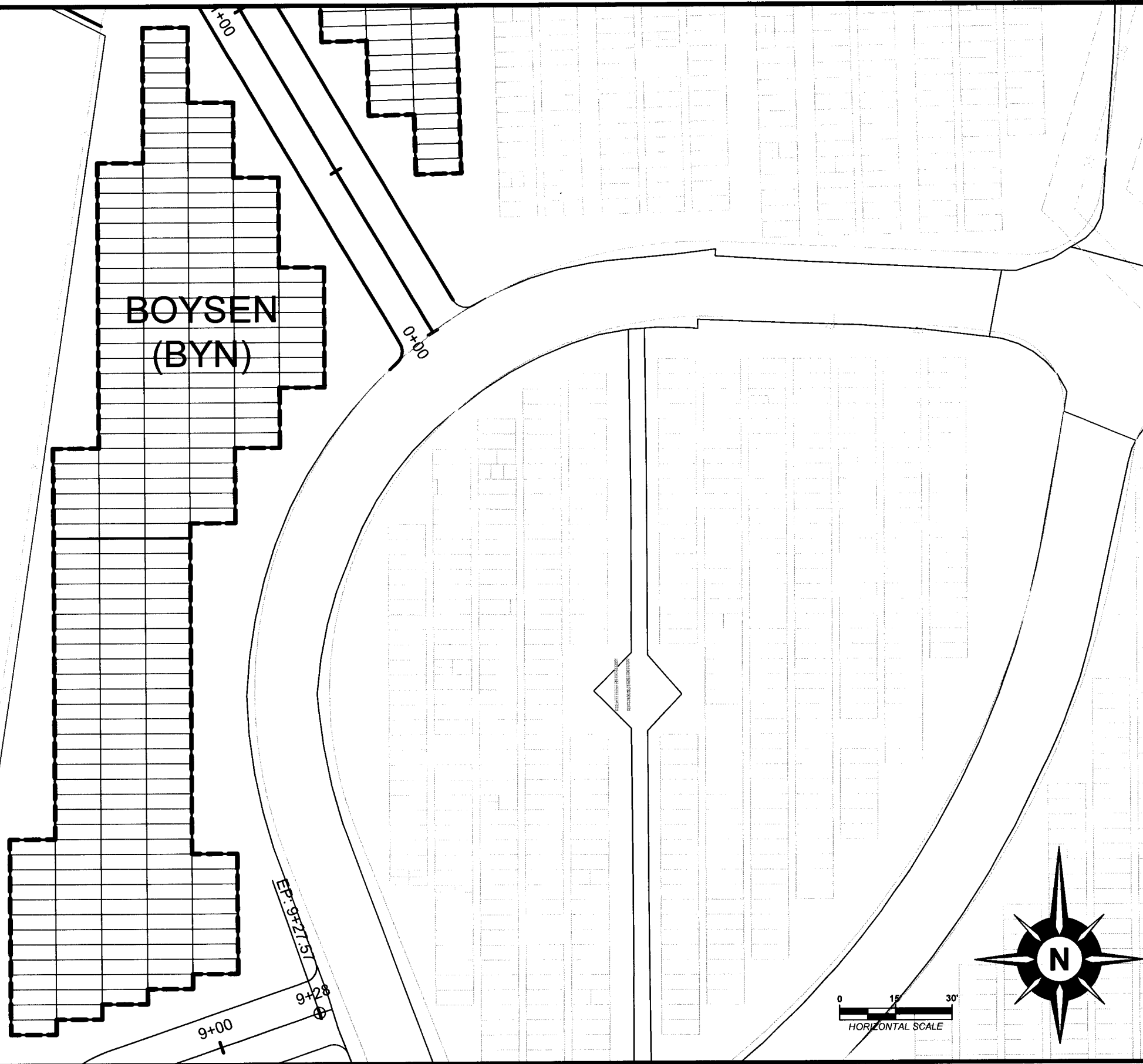
PROJECT 16-051

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 APPROVED BY: AB DATE: 11/2/18

REVISIONS

Highland Park Cemetery Expansion
 Phase II, Surveying Plan
 Seminoe
 Plot Plan

SHEET 6 OF 19



**BOYSEN
(BYN)**

**CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601**

PROJECT 16-051

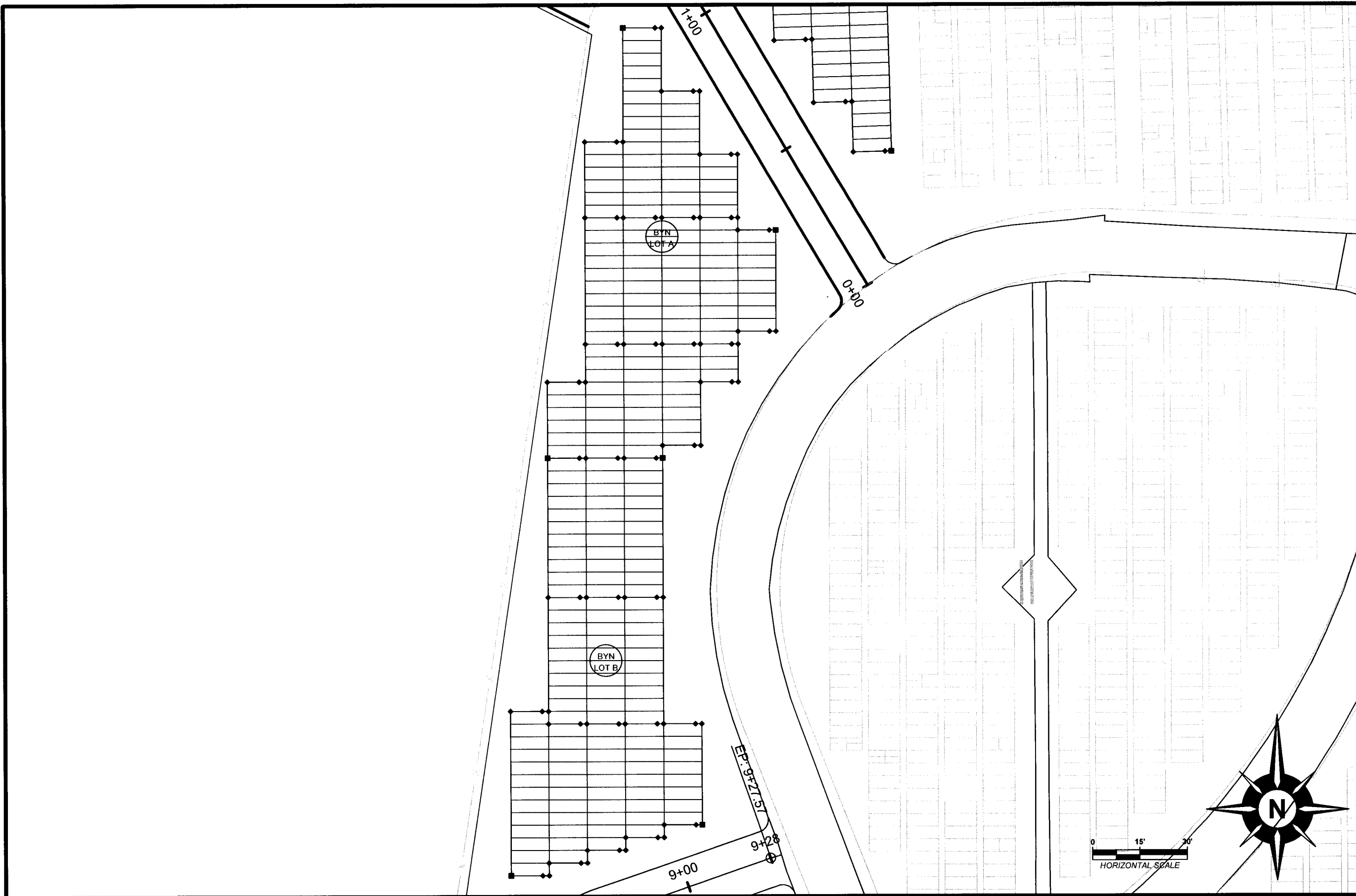
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REVISIONS

NO.	DESCRIPTION

Highland Park Cemetery Expansion
 Phase II, Surveying Plan
 Boysen
 Block Plan

SHEET 7 OF 19



CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

PROJECT 16-051

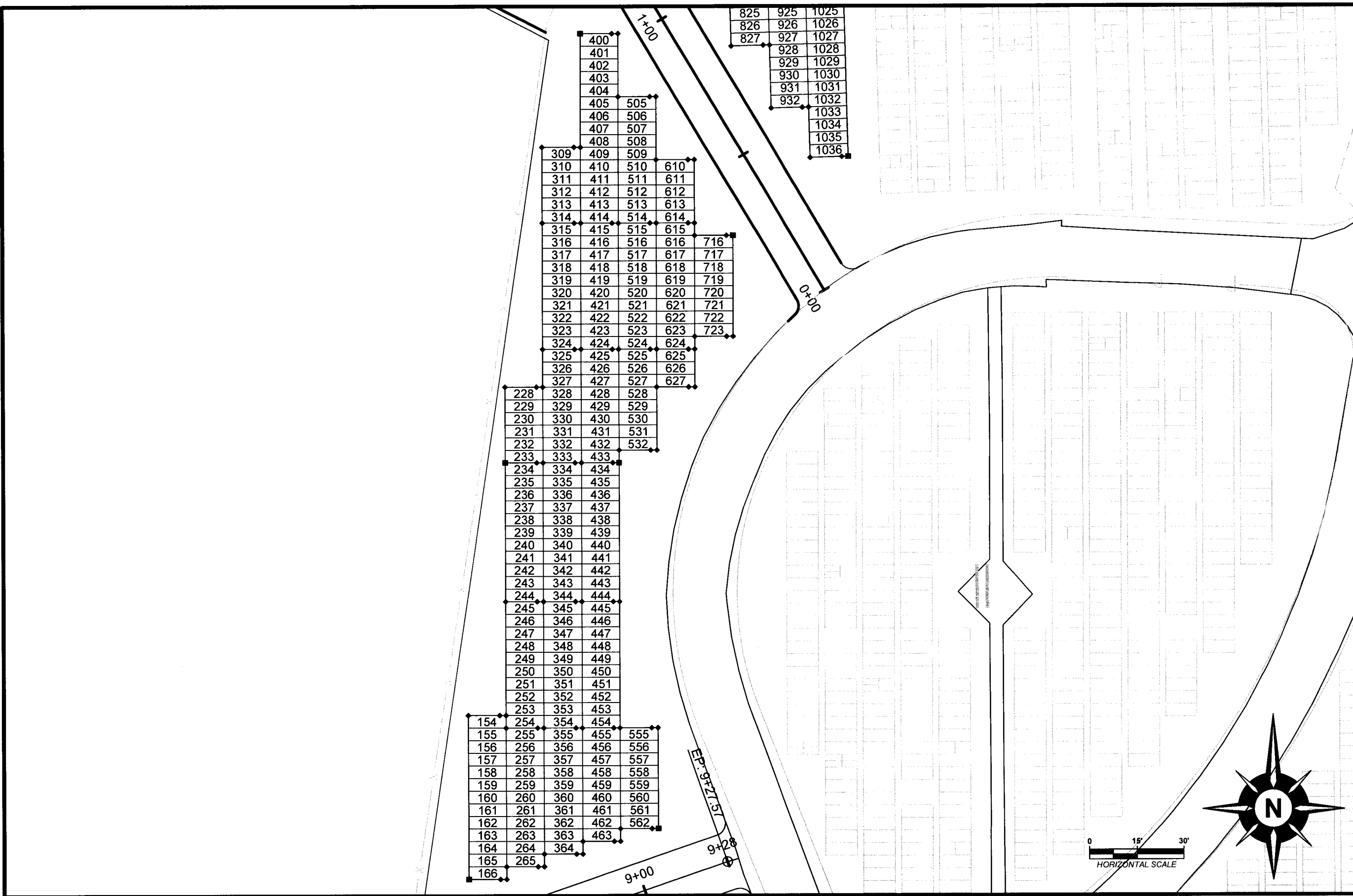
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REVISIONS

Highland Park Cemetery Expansion
 Phase II, Surveying Plan

Boysen
 Lot Plan

SHEET 8 OF 19



CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

PROJECT 16-051

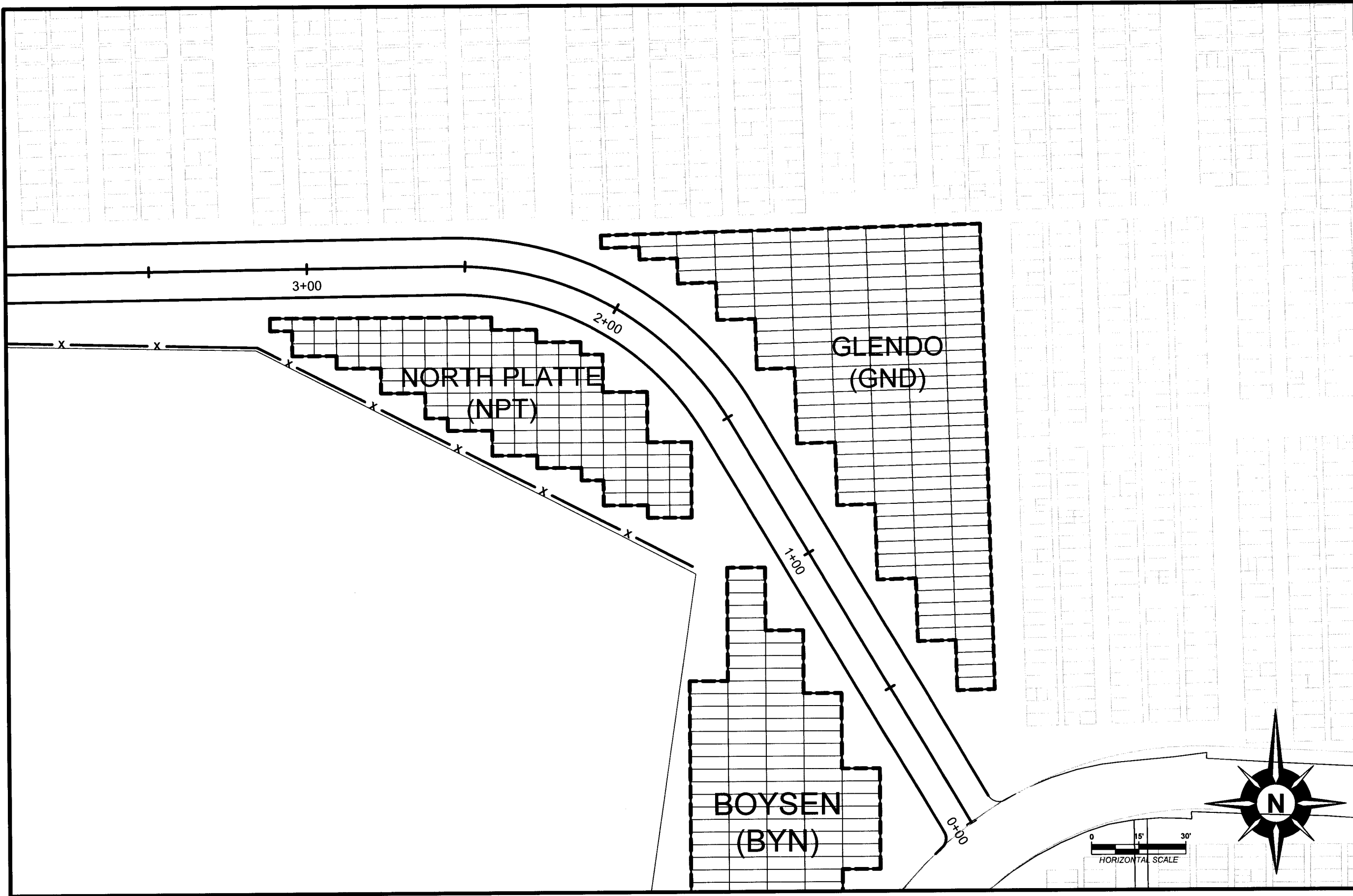
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REVISIONS

Highland Park Cemetery Expansion
 Phase II, Surveying Plan

Boysen
 Plot Plan

SHEET 9 OF 19



CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

PROJECT 16-051

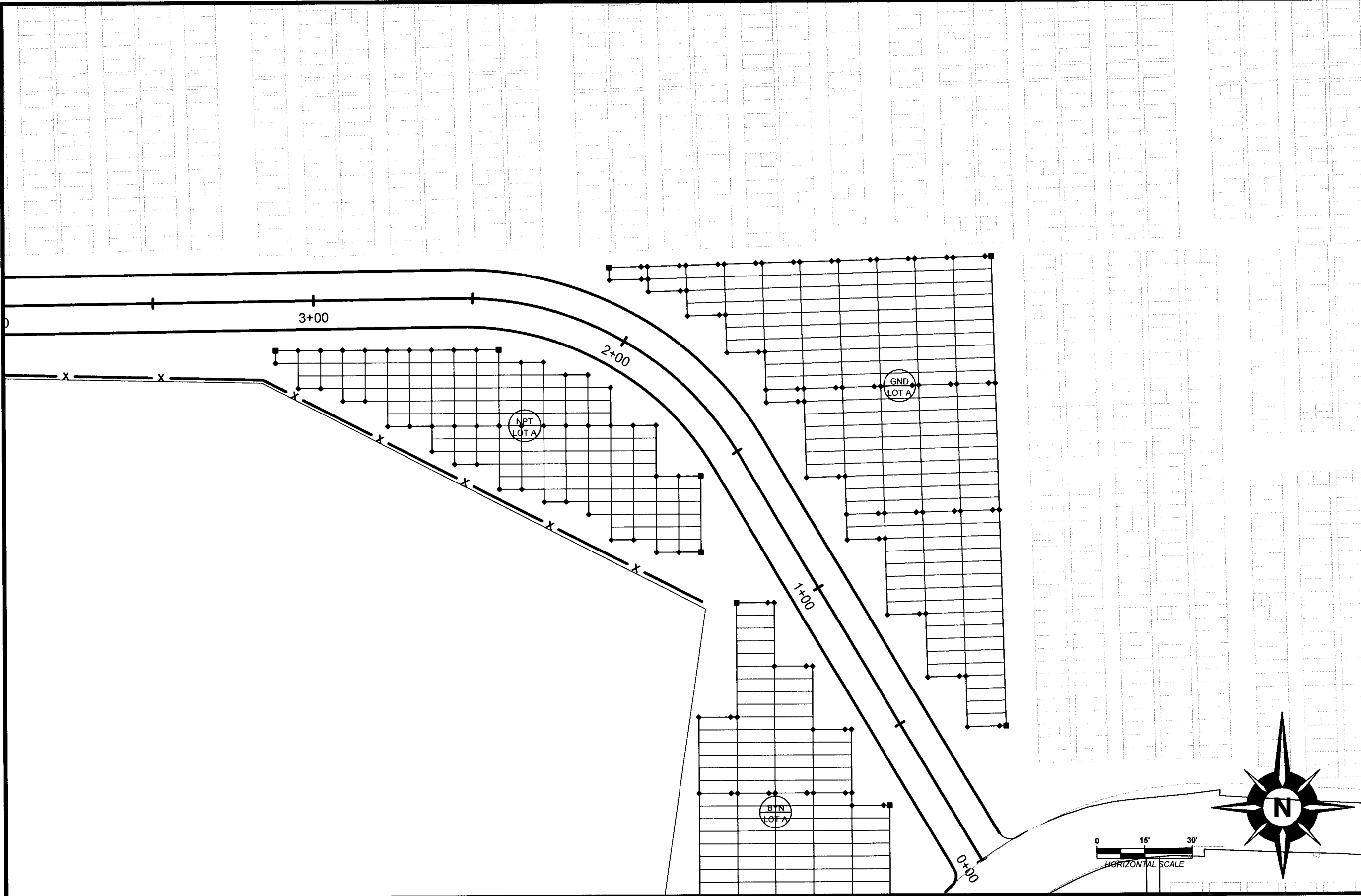
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REVISIONS

Highland Park Cemetery Expansion
Phase II, Surveying Plan

North Platte and Glendo
Block Plan

SHEET 10 OF 19



CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

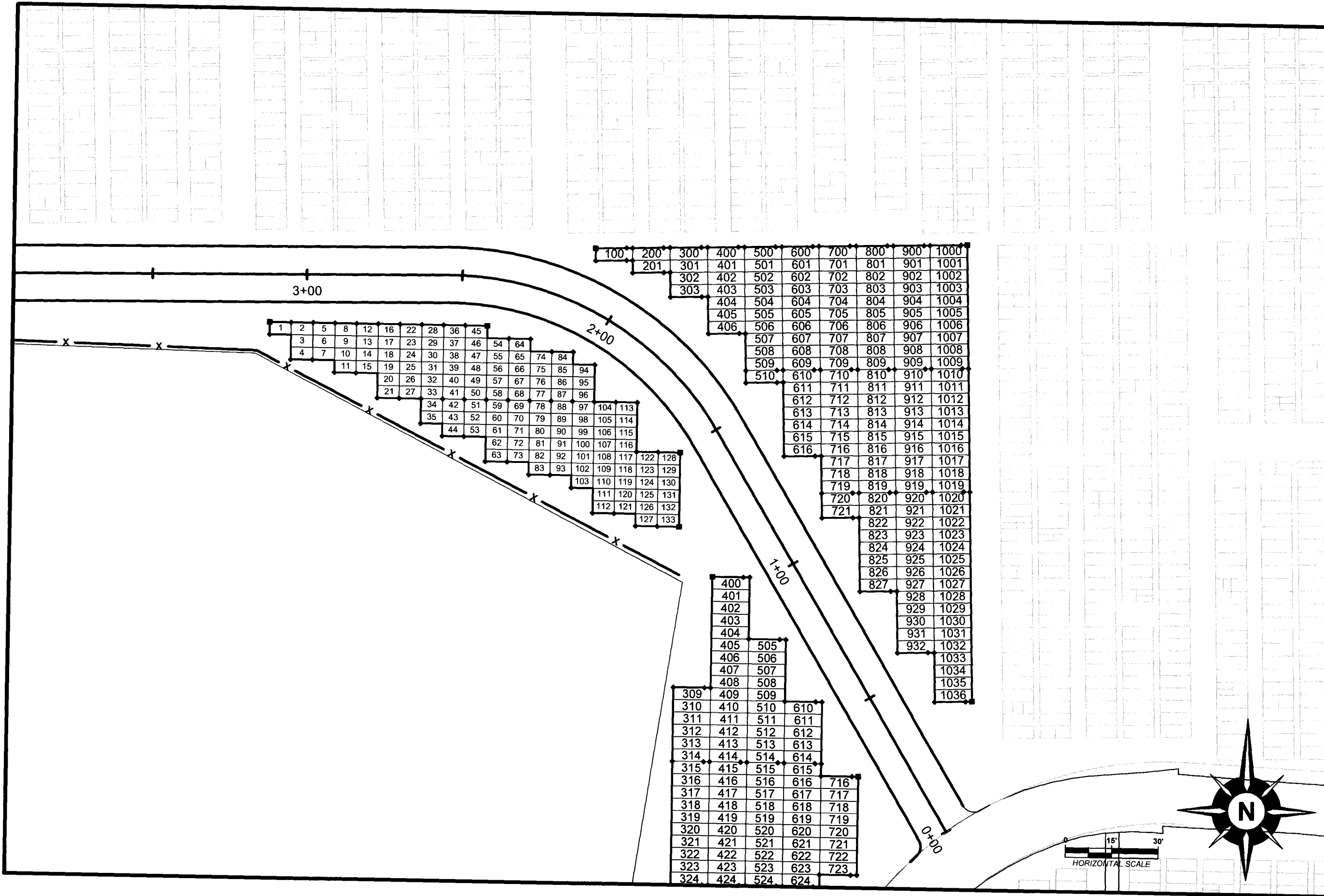
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REVISIONS

Highland Park Cemetery Expansion
Phase II, Surveying Plan
 North Platte and Glendo
 Lot Plan

SHEET 11 OF 19



CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

PROJECT 16-051

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 DATE: 11/2/18
 DATE: 11/2/18

REVISIONS

Highland Park Cemetery Expansion
 Phase II, Surveying Plan

North Platte and Glendo
 Plot Plan

SHEET 12 OF 19

Point Table			
<i>Point</i>	<i>Northing</i>	<i>Easting</i>	<i>Description</i>
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SHEET 13 OF 19

Highland Park Cemetery Expansion
Phase II, Surveying Plan

Point Table
Aluminum Cap Monuments

REVISIONS

CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

PROJECT 16-051

DRAWN BY: EY

CHECKED BY: ML

APPROVED BY: AB

DATE: 11/2/18

DATE: 11/2/18

DATE: 11/2/18

Point Table				Point Table				Point Table			
<i>Point</i>	<i>Northing</i>	<i>Easting</i>	<i>Description</i>	<i>Point</i>	<i>Northing</i>	<i>Easting</i>	<i>Description</i>	<i>Point</i>	<i>Northing</i>	<i>Easting</i>	<i>Description</i>
1000	1182887.5940	1588676.9680	PRRB_N	1045	1182847.6600	1588680.0130	PRRB_N	1090	1182810.7370	1588545.3020	PRRB_N
1001	1182887.3330	1588666.9710	PRRB_N	1046	1182847.6080	1588678.0140	PRRB_N	1091	1182807.6740	1588681.0590	PRRB_N
1002	1182887.2810	1588664.9720	PRRB_N	1047	1182847.3470	1588668.0170	PRRB_N	1092	1182807.6220	1588679.0600	PRRB_N
1003	1182887.0190	1588654.9750	PRRB_N	1048	1182847.2940	1588666.0180	PRRB_N	1093	1182807.3600	1588669.0630	PRRB_N
1004	1182886.9670	1588652.9760	PRRB_N	1049	1182847.0330	1588656.0210	PRRB_N	1094	1182807.3080	1588667.0640	PRRB_N
1005	1182886.7050	1588642.9800	PRRB_N	1050	1182846.9810	1588654.0220	PRRB_N	1095	1182807.0470	1588657.0670	PRRB_N
1006	1182886.6530	1588640.9800	PRRB_N	1051	1182846.7370	1588461.3020	PRRB_N	1096	1182806.9940	1588655.0680	PRRB_N
1007	1182886.3920	1588630.9840	PRRB_N	1052	1182846.7370	1588468.3020	PRRB_N	1097	1182806.7370	1588552.3020	PRRB_N
1008	1182886.3390	1588628.9840	PRRB_N	1053	1182846.7370	1588559.3020	PRRB_N	1098	1182806.7330	1588645.0720	PRRB_N
1009	1182886.0780	1588618.9880	PRRB_N	1054	1182846.7190	1588644.0260	PRRB_N	1099	1182806.6800	1588643.0720	PRRB_N
1010	1182886.0260	1588616.9880	PRRB_N	1055	1182846.6670	1588642.0260	PRRB_N	1100	1182806.4190	1588633.0760	PRRB_N
1011	1182885.7640	1588606.9920	PRRB_N	1056	1182846.4050	1588632.0300	PRRB_N	1101	1182798.7370	1588559.3020	PRRB_N
1012	1182885.7120	1588604.9930	PRRB_N	1057	1182846.3530	1588630.0300	PRRB_N	1102	1182798.7370	1588566.3020	PRRB_N
1013	1182885.4500	1588594.9960	PRRB_N	1058	1182846.0920	1588620.0340	PRRB_N	1103	1182798.7360	1588645.2810	PRRB_N
1014	1182885.3980	1588592.9970	PRRB_N	1059	1182846.0390	1588618.0340	PRRB_N	1104	1182798.6830	1588643.2810	PRRB_N
1015	1182885.1360	1588583.0000	PRRB_N	1060	1182845.7780	1588608.0380	PRRB_N	1105	1182798.4220	1588633.2850	PRRB_N
1016	1182885.0840	1588581.0010	PRRB_N	1061	1182842.7370	1588475.3020	PRRB_N	1106	1182794.7370	1588573.3020	PRRB_N
1017	1182884.8230	1588571.0040	PRRB_N	1062	1182842.7370	1588482.3020	PRRB_N	1107	1182794.7370	1588580.3020	PRRB_N
1018	1182884.7700	1588569.0050	PRRB_N	1063	1182842.0930	1588620.1380	PRRB_N	1108	1182778.7370	1588608.3020	PRRB_N
1019	1182880.8240	1588571.1090	PRRB_N	1064	1182842.0410	1588618.1390	PRRB_N	1109	1182778.7370	1588610.3020	PRRB_N
1020	1182880.7720	1588569.1090	PRRB_N	1065	1182841.7790	1588608.1420	PRRB_N	1110	1182775.0580	1588657.9040	PRRB_N
1021	1182880.5100	1588559.1130	PRRB_N	1066	1182834.7370	1588489.3020	PRRB_N	1111	1182775.0050	1588655.9050	PRRB_N
1022	1182877.1390	1588583.2090	PRRB_N	1067	1182834.7370	1588496.3020	PRRB_N	1112	1182774.7440	1588645.9080	PRRB_N
1023	1182877.0870	1588581.2100	PRRB_N	1068	1182834.7370	1588573.3020	PRRB_N	1113	1182758.7370	1588620.3020	PRRB_N
1024	1182876.8250	1588571.2130	PRRB_N	1069	1182834.7370	1588566.3020	PRRB_N	1114	1182758.7370	1588622.3020	PRRB_N
1025	1182869.4560	1588595.4140	PRRB_N	1070	1182834.7370	1588559.3020	PRRB_N	1115	1182758.7370	1588610.3020	PRRB_N
1026	1182869.4030	1588593.4150	PRRB_N	1071	1182834.7370	1588552.3020	PRRB_N	1116	1182755.3780	1588670.4230	PRRB_N
1027	1182869.1420	1588583.4180	PRRB_N	1072	1182834.7370	1588545.3020	PRRB_N	1117	1182755.3260	1588668.4240	PRRB_N
1028	1182858.7370	1588461.3020	PRRB_N	1073	1182834.7370	1588538.3020	PRRB_N	1118	1182755.0640	1588658.4270	PRRB_N
1029	1182858.7370	1588468.3020	PRRB_N	1074	1182834.7370	1588531.3020	PRRB_N	1119	1182742.7370	1588586.3020	PRRB_N
1030	1182858.7370	1588475.3020	PRRB_N	1075	1182834.7370	1588524.3020	PRRB_N	1120	1182742.7370	1588596.3020	PRRB_N
1031	1182858.7370	1588482.3020	PRRB_N	1076	1182834.7370	1588517.3020	PRRB_N	1121	1182742.7370	1588598.3020	PRRB_N
1032	1182858.7370	1588489.3020	PRRB_N	1077	1182834.7370	1588510.3020	PRRB_N	1122	1182739.6450	1588680.8380	PRRB_N
1033	1182858.7370	1588496.3020	PRRB_N	1078	1182834.7370	1588503.3020	PRRB_N	1123	1182739.3840	1588670.8410	PRRB_N
1034	1182858.7370	1588503.3020	PRRB_N	1079	1182826.7370	1588503.3020	PRRB_N	1124	1182738.7370	1588622.3020	PRRB_N
1035	1182858.7370	1588510.3020	PRRB_N	1080	1182822.7370	1588510.3020	PRRB_N	1125	1182738.7370	1588632.3020	PRRB_N
1036	1182858.7370	1588517.3020	PRRB_N	1081	1182822.7370	1588517.3020	PRRB_N	1126	1182738.7370	1588634.3020	PRRB_N
1037	1182857.7740	1588607.7240	PRRB_N	1082	1182818.7370	1588580.3020	PRRB_N	1127	1182718.7370	1588632.3020	PRRB_N
1038	1182857.7210	1588605.7250	PRRB_N	1083	1182818.7370	1588573.3020	PRRB_N	1128	1182718.7370	1588622.3020	PRRB_N
1039	1182857.4600	1588595.7280	PRRB_N	1084	1182818.4150	1588632.7620	PRRB_N	1129	1182718.7370	1588620.3020	PRRB_N
1040	1182854.7370	1588454.3020	PRRB_N	1085	1182818.3630	1588630.7630	PRRB_N	1130	1182718.7370	1588610.3020	PRRB_N
1041	1182854.7370	1588538.3020	PRRB_N	1086	1182818.1010	1588620.7660	PRRB_N	1131	1182718.7370	1588608.3020	PRRB_N
1042	1182854.7370	1588531.3020	PRRB_N	1087	1182814.7370	1588524.3020	PRRB_N	1132	1182718.7370	1588598.3020	PRRB_N
1043	1182850.7370	1588552.3020	PRRB_N	1088	1182814.7370	1588531.3020	PRRB_N	1133	1182718.7370	1588596.3020	PRRB_N
1044	1182850.7370	1588545.3020	PRRB_N	1089	1182810.7370	1588538.3020	PRRB_N	1134	1182718.7370	1588586.3020	PRRB_N

SHEET 14 OF 19	<i>Highland Park Cemetery Expansion Phase II, Surveying Plan</i>	<i>Point Table Rebar Monuments 1 of 6</i>	REVISIONS	CITY OF CASPER ENGINEERING 200 N. DAVID STREET CASPER, WYOMING 82601		
				PROJECT 16-051		
				<small>DRAWN BY: <u>EY</u></small>	<small>CHECKED BY: <u>ML</u></small>	<small>APPROVED BY: <u>AB</u></small>
				<small>DATE: 11/2/18</small>	<small>DATE: 11/2/18</small>	<small>DATE: 11/2/18</small>

Point Table				Point Table				Point Table			
Point	Northing	Easting	Description	Point	Northing	Easting	Description	Point	Northing	Easting	Description
1135	1182718.7370	1588634.3020	PRRB_N	1180	1182558.7370	1588622.3020	PRRB_N	1225	1182457.6970	1588778.3020	PRRB_N
1136	1182714.7370	1588634.3020	PRRB_N	1181	1182558.7370	1588620.3020	PRRB_N	1226	1182457.6970	1588788.3020	PRRB_N
1137	1182714.7370	1588644.3020	PRRB_N	1182	1182558.7370	1588610.3020	PRRB_N	1227	1182457.6970	1588800.3020	PRRB_N
1138	1182682.7370	1588646.3020	PRRB_N	1183	1182526.7370	1588610.3020	PRRB_N	1228	1182457.6970	1588802.3020	PRRB_N
1139	1182682.7370	1588644.3020	PRRB_N	1184	1182526.7370	1588620.3020	PRRB_N	1229	1182457.6970	1588812.3020	PRRB_N
1140	1182682.7370	1588634.3020	PRRB_N	1185	1182522.7370	1588598.3020	PRRB_N	1230	1182457.6970	1588814.3020	PRRB_N
1141	1182678.7370	1588632.3020	PRRB_N	1186	1182522.7370	1588608.3020	PRRB_N	1231	1182457.6970	1588824.3020	PRRB_N
1142	1182678.7370	1588622.3020	PRRB_N	1187	1182522.7370	1588610.3020	PRRB_N	1232	1182457.6970	1588826.3020	PRRB_N
1143	1182678.7370	1588620.3020	PRRB_N	1188	1182518.7370	1588586.3020	PRRB_N	1233	1182457.6970	1588862.3020	PRRB_N
1144	1182678.7370	1588610.3020	PRRB_N	1189	1182518.7370	1588596.3020	PRRB_N	1234	1182457.6970	1588872.3020	PRRB_N
1145	1182678.7370	1588608.3020	PRRB_N	1190	1182518.7370	1588598.3020	PRRB_N	1235	1182457.6970	1588874.3020	PRRB_N
1146	1182678.7370	1588598.3020	PRRB_N	1191	1182514.7370	1588574.3020	PRRB_N	1236	1182457.6970	1588884.3020	PRRB_N
1147	1182678.7370	1588596.3020	PRRB_N	1192	1182514.7370	1588584.3020	PRRB_N	1237	1182457.6970	1588886.3020	PRRB_N
1148	1182678.7370	1588634.3020	PRRB_N	1193	1182514.7370	1588586.3020	PRRB_N	1238	1182457.6970	1588896.3020	PRRB_N
1149	1182678.7370	1588586.3020	PRRB_N	1194	1182510.7370	1588572.3020	PRRB_N	1239	1182457.6970	1588908.3020	PRRB_N
1150	1182666.7370	1588634.3020	PRRB_N	1195	1182510.7370	1588574.3020	PRRB_N	1240	1182457.6970	1588910.3020	PRRB_N
1151	1182666.7370	1588632.3020	PRRB_N	1196	1182493.6970	1588634.3020	PRRB_N	1241	1182457.6970	1588920.3020	PRRB_N
1152	1182666.7370	1588622.3020	PRRB_N	1197	1182493.6970	1588644.3020	PRRB_N	1242	1182457.6970	1588596.3020	PRRB_N
1153	1182666.7370	1588584.3020	PRRB_N	1198	1182493.6970	1588646.3020	PRRB_N	1243	1182457.6970	1588598.3020	PRRB_N
1154	1182666.7370	1588586.3020	PRRB_N	1199	1182489.6970	1588622.3020	PRRB_N	1244	1182457.6970	1588608.3020	PRRB_N
1155	1182666.7370	1588574.3020	PRRB_N	1200	1182489.6970	1588632.3020	PRRB_N	1245	1182457.6970	1588620.3020	PRRB_N
1156	1182646.7370	1588622.3020	PRRB_N	1201	1182489.6970	1588634.3020	PRRB_N	1246	1182457.6970	1588622.3020	PRRB_N
1157	1182646.7370	1588620.3020	PRRB_N	1202	1182485.6970	1588610.3020	PRRB_N	1247	1182457.6970	1588632.3020	PRRB_N
1158	1182646.7370	1588610.3020	PRRB_N	1203	1182485.6970	1588620.3020	PRRB_N	1248	1182457.6970	1588634.3020	PRRB_N
1159	1182642.7370	1588608.3020	PRRB_N	1204	1182481.6970	1588598.3020	PRRB_N	1249	1182457.6970	1588644.3020	PRRB_N
1160	1182642.7370	1588598.3020	PRRB_N	1205	1182481.6970	1588608.3020	PRRB_N	1250	1182457.6970	1588658.3020	PRRB_N
1161	1182642.7370	1588596.3020	PRRB_N	1206	1182481.6970	1588610.3020	PRRB_N	1251	1182457.6970	1588586.3020	PRRB_N
1162	1182642.7370	1588586.3020	PRRB_N	1207	1182473.6970	1588646.3020	PRRB_N	1252	1182457.6970	1588610.3020	PRRB_N
1163	1182642.7370	1588584.3020	PRRB_N	1208	1182473.6970	1588656.3020	PRRB_N	1253	1182457.6970	1588646.3020	PRRB_N
1164	1182598.7370	1588608.3020	PRRB_N	1209	1182473.6970	1588658.3020	PRRB_N	1254	1182457.6970	1588754.3020	PRRB_N
1165	1182598.7370	1588598.3020	PRRB_N	1210	1182469.6970	1588586.3020	PRRB_N	1255	1182457.6970	1588790.3020	PRRB_N
1166	1182598.7370	1588596.3020	PRRB_N	1211	1182469.6970	1588596.3020	PRRB_N	1256	1182457.6970	1588898.3020	PRRB_N
1167	1182598.7370	1588586.3020	PRRB_N	1212	1182469.6970	1588598.3020	PRRB_N	1257	1182453.6970	1588836.3020	PRRB_N
1168	1182598.7370	1588584.3020	PRRB_N	1213	1182457.6970	1588574.3020	PRRB_N	1258	1182453.6970	1588848.3020	PRRB_N
1169	1182598.7370	1588610.3020	PRRB_N	1214	1182457.6970	1588584.3020	PRRB_N	1259	1182453.6970	1588850.3020	PRRB_N
1170	1182598.7370	1588574.3020	PRRB_N	1215	1182457.6970	1588656.3020	PRRB_N	1260	1182453.6970	1588860.3020	PRRB_N
1171	1182562.7370	1588572.3020	PRRB_N	1216	1182457.6970	1588668.3020	PRRB_N	1261	1182453.6970	1588826.3020	PRRB_N
1172	1182562.7370	1588562.3020	PRRB_N	1217	1182457.6970	1588670.3020	PRRB_N	1262	1182453.6970	1588862.3020	PRRB_N
1173	1182562.7370	1588574.3020	PRRB_N	1218	1182457.6970	1588730.3020	PRRB_N	1263	1182449.6970	1588670.3020	PRRB_N
1174	1182558.7370	1588608.3020	PRRB_N	1219	1182457.6970	1588740.3020	PRRB_N	1264	1182449.6970	1588680.3020	PRRB_N
1175	1182558.7370	1588598.3020	PRRB_N	1220	1182457.6970	1588742.3020	PRRB_N	1265	1182449.6970	1588682.3020	PRRB_N
1176	1182558.7370	1588596.3020	PRRB_N	1221	1182457.6970	1588752.3020	PRRB_N	1266	1182445.6970	1588562.3020	PRRB_N
1177	1182558.7370	1588586.3020	PRRB_N	1222	1182457.6970	1588764.3020	PRRB_N	1267	1182445.6970	1588572.3020	PRRB_N
1178	1182558.7370	1588584.3020	PRRB_N	1223	1182457.6970	1588766.3020	PRRB_N	1268	1182445.6970	1588574.3020	PRRB_N
1179	1182558.7370	1588574.3020	PRRB_N	1224	1182457.6970	1588776.3020	PRRB_N	1269	1182445.6970	1588692.3020	PRRB_N

SHEET 15 OF 19

*Highland Park Cemetery Expansion
Phase II, Surveying Plan*

*Point Table
Rebar Monuments 2 of 6*

REVISIONS

**CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601**

PROJECT 16-051

DRAWN BY: <u>EY</u>	CHECKED BY: <u>ML</u>	APPROVED BY: <u>AB</u>
DATE: <u>11/2/18</u>	DATE: <u>11/2/18</u>	DATE: <u>11/2/18</u>

Point Table				Point Table				Point Table			
Point	Northing	Easting	Description	Point	Northing	Easting	Description	Point	Northing	Easting	Description
1270	1182445.6970	1588694.3020	PRRB_N	1315	1182417.6970	1588730.3020	PRRB_N	1360	1182389.2010	1588989.0300	PRRB_N
1271	1182445.6970	1588718.3020	PRRB_N	1316	1182417.6970	1588740.3020	PRRB_N	1361	1182389.2010	1589017.0300	PRRB_N
1272	1182445.6970	1588728.3020	PRRB_N	1317	1182417.6970	1588742.3020	PRRB_N	1362	1182389.2010	1589010.0300	PRRB_N
1273	1182445.6970	1588682.3020	PRRB_N	1318	1182417.6970	1588752.3020	PRRB_N	1363	1182389.2010	1589003.0300	PRRB_N
1274	1182441.6970	1588694.3020	PRRB_N	1319	1182417.6970	1588764.3020	PRRB_N	1364	1182389.2010	1588996.0300	PRRB_N
1275	1182441.6970	1588704.3020	PRRB_N	1320	1182417.6970	1588766.3020	PRRB_N	1365	1182377.6970	1588908.3020	PRRB_N
1276	1182441.6970	1588706.3020	PRRB_N	1321	1182417.6970	1588776.3020	PRRB_N	1366	1182377.6970	1588896.3020	PRRB_N
1277	1182441.6970	1588716.3020	PRRB_N	1322	1182417.6970	1588778.3020	PRRB_N	1367	1182377.6970	1588886.3020	PRRB_N
1278	1182441.6970	1588718.3020	PRRB_N	1323	1182417.6970	1588788.3020	PRRB_N	1368	1182377.6970	1588884.3020	PRRB_N
1279	1182437.6970	1588550.3020	PRRB_N	1324	1182417.6970	1588800.3020	PRRB_N	1369	1182377.6970	1588874.3020	PRRB_N
1280	1182437.6970	1588560.3020	PRRB_N	1325	1182417.6970	1588802.3020	PRRB_N	1370	1182377.6970	1588872.3020	PRRB_N
1281	1182437.6970	1588562.3020	PRRB_N	1326	1182417.6970	1588812.3020	PRRB_N	1371	1182377.6970	1588860.3020	PRRB_N
1282	1182425.2010	1589003.0300	PRRB_N	1327	1182417.6970	1588814.3020	PRRB_N	1372	1182377.6970	1588850.3020	PRRB_N
1283	1182421.6970	1588538.3020	PRRB_N	1328	1182417.6970	1588824.3020	PRRB_N	1373	1182377.6970	1588848.3020	PRRB_N
1284	1182421.6970	1588548.3020	PRRB_N	1329	1182417.6970	1588836.3020	PRRB_N	1374	1182377.6970	1588836.3020	PRRB_N
1285	1182421.6970	1588550.3020	PRRB_N	1330	1182417.6970	1588838.3020	PRRB_N	1375	1182377.6970	1588824.3020	PRRB_N
1286	1182417.6970	1588526.3020	PRRB_N	1331	1182417.6970	1588848.3020	PRRB_N	1376	1182377.6970	1588814.3020	PRRB_N
1287	1182417.6970	1588536.3020	PRRB_N	1332	1182417.6970	1588850.3020	PRRB_N	1377	1182377.6970	1588812.3020	PRRB_N
1288	1182417.6970	1588920.3020	PRRB_N	1333	1182417.6970	1588860.3020	PRRB_N	1378	1182377.6970	1588802.3020	PRRB_N
1289	1182417.6970	1588548.3020	PRRB_N	1334	1182417.6970	1588872.3020	PRRB_N	1379	1182377.6970	1588800.3020	PRRB_N
1290	1182417.6970	1588550.3020	PRRB_N	1335	1182417.6970	1588874.3020	PRRB_N	1380	1182377.6970	1588788.3020	PRRB_N
1291	1182417.6970	1588560.3020	PRRB_N	1336	1182417.6970	1588884.3020	PRRB_N	1381	1182377.6970	1588778.3020	PRRB_N
1292	1182417.6970	1588562.3020	PRRB_N	1337	1182417.6970	1588886.3020	PRRB_N	1382	1182377.6970	1588776.3020	PRRB_N
1293	1182417.6970	1588572.3020	PRRB_N	1338	1182417.6970	1588896.3020	PRRB_N	1383	1182377.6970	1588766.3020	PRRB_N
1294	1182417.6970	1588584.3020	PRRB_N	1339	1182417.6970	1588908.3020	PRRB_N	1384	1182377.6970	1588764.3020	PRRB_N
1295	1182417.6970	1588586.3020	PRRB_N	1340	1182417.6970	1588910.3020	PRRB_N	1385	1182377.6970	1588752.3020	PRRB_N
1296	1182417.6970	1588596.3020	PRRB_N	1341	1182417.6970	1588538.3020	PRRB_N	1386	1182377.6970	1588742.3020	PRRB_N
1297	1182417.6970	1588598.3020	PRRB_N	1342	1182417.6970	1588574.3020	PRRB_N	1387	1182377.6970	1588740.3020	PRRB_N
1298	1182417.6970	1588608.3020	PRRB_N	1343	1182417.6970	1588610.3020	PRRB_N	1388	1182377.6970	1588728.3020	PRRB_N
1299	1182417.6970	1588620.3020	PRRB_N	1344	1182417.6970	1588646.3020	PRRB_N	1389	1182377.6970	1588716.3020	PRRB_N
1300	1182417.6970	1588622.3020	PRRB_N	1345	1182417.6970	1588682.3020	PRRB_N	1390	1182377.6970	1588706.3020	PRRB_N
1301	1182417.6970	1588632.3020	PRRB_N	1346	1182417.6970	1588718.3020	PRRB_N	1391	1182377.6970	1588704.3020	PRRB_N
1302	1182417.6970	1588634.3020	PRRB_N	1347	1182417.6970	1588754.3020	PRRB_N	1392	1182377.6970	1588694.3020	PRRB_N
1303	1182417.6970	1588644.3020	PRRB_N	1348	1182417.6970	1588790.3020	PRRB_N	1393	1182377.6970	1588692.3020	PRRB_N
1304	1182417.6970	1588656.3020	PRRB_N	1349	1182417.6970	1588826.3020	PRRB_N	1394	1182377.6970	1588680.3020	PRRB_N
1305	1182417.6970	1588658.3020	PRRB_N	1350	1182417.6970	1588862.3020	PRRB_N	1395	1182377.6970	1588670.3020	PRRB_N
1306	1182417.6970	1588668.3020	PRRB_N	1351	1182417.6970	1588898.3020	PRRB_N	1396	1182377.6970	1588668.3020	PRRB_N
1307	1182417.6970	1588670.3020	PRRB_N	1352	1182417.6970	1588922.3020	PRRB_N	1397	1182377.6970	1588658.3020	PRRB_N
1308	1182417.6970	1588680.3020	PRRB_N	1353	1182413.2010	1588996.0300	PRRB_N	1398	1182377.6970	1588656.3020	PRRB_N
1309	1182417.6970	1588692.3020	PRRB_N	1354	1182409.6970	1588922.3020	PRRB_N	1399	1182377.6970	1588644.3020	PRRB_N
1310	1182417.6970	1588694.3020	PRRB_N	1355	1182409.6970	1588920.3020	PRRB_N	1400	1182377.6970	1588634.3020	PRRB_N
1311	1182417.6970	1588704.3020	PRRB_N	1356	1182409.6970	1588910.3020	PRRB_N	1401	1182377.6970	1588632.3020	PRRB_N
1312	1182417.6970	1588706.3020	PRRB_N	1357	1182397.6970	1588514.3020	PRRB_N	1402	1182377.6970	1588620.3020	PRRB_N
1313	1182417.6970	1588716.3020	PRRB_N	1358	1182397.6970	1588524.3020	PRRB_N	1403	1182377.6970	1588608.3020	PRRB_N
1314	1182417.6970	1588728.3020	PRRB_N	1359	1182397.6970	1588526.3020	PRRB_N	1404	1182377.6970	1588598.3020	PRRB_N

SHEET 16 OF 19	Highland Park Cemetery Expansion Phase II, Surveying Plan Point Table Rebar Monuments 3 of 6	REVISIONS	CITY OF CASPER ENGINEERING 200 N. DAVID STREET CASPER, WYOMING 82601		
			PROJECT 16-051		
			DRAWN BY: <u> EY </u>	CHECKED BY: <u> ML </u>	APPROVED BY: <u> AB </u>
			DATE: <u> 11/2/18 </u>	DATE: <u> 11/2/18 </u>	DATE: <u> 11/2/18 </u>

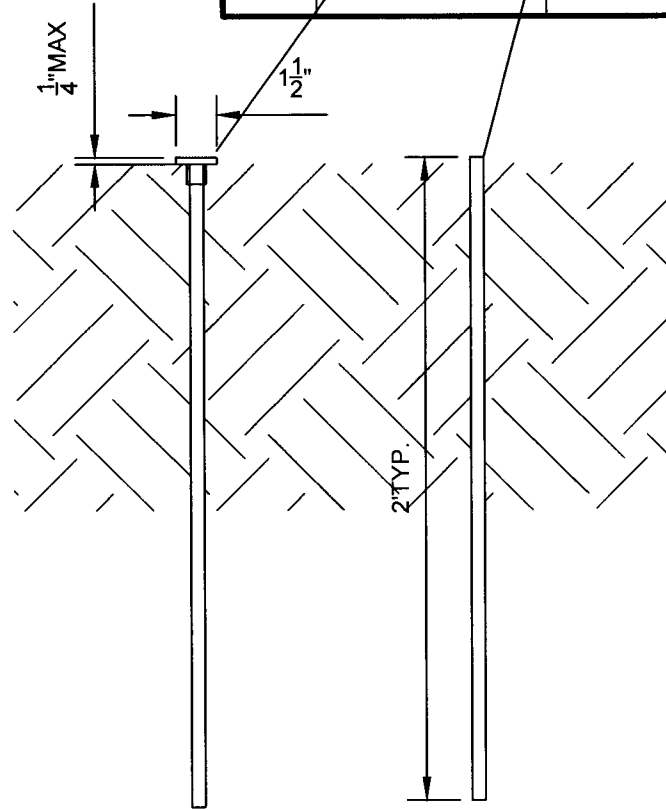
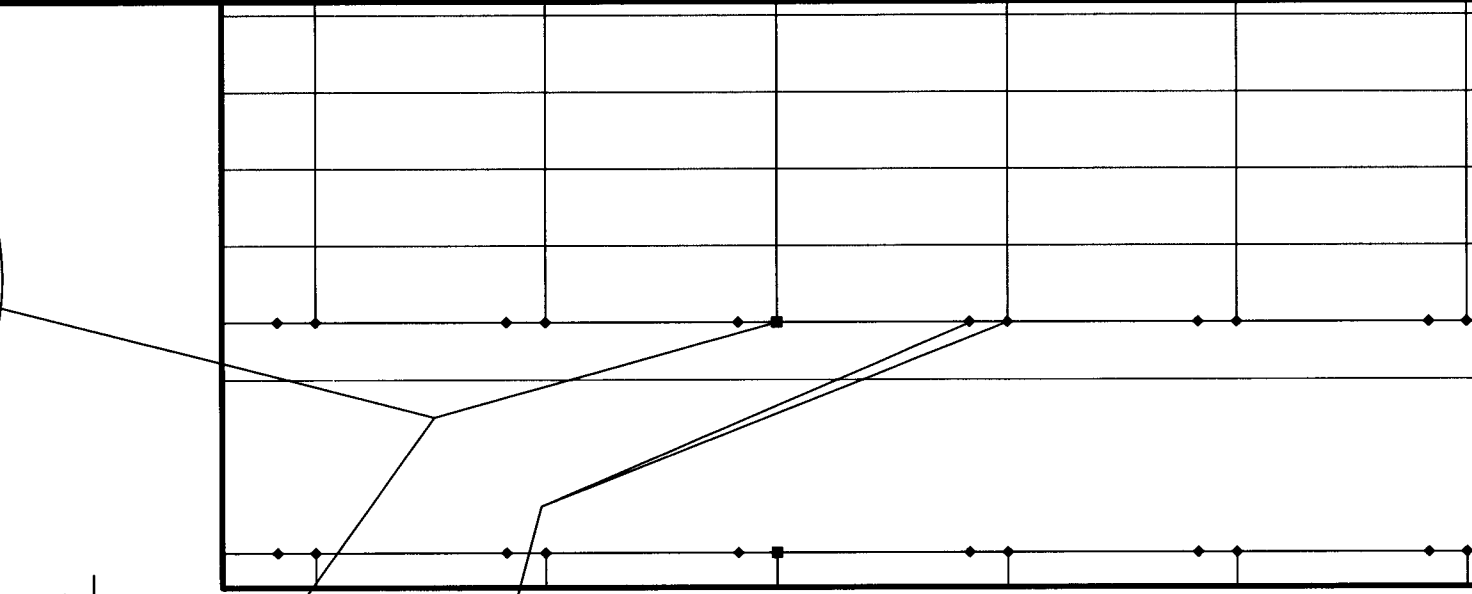
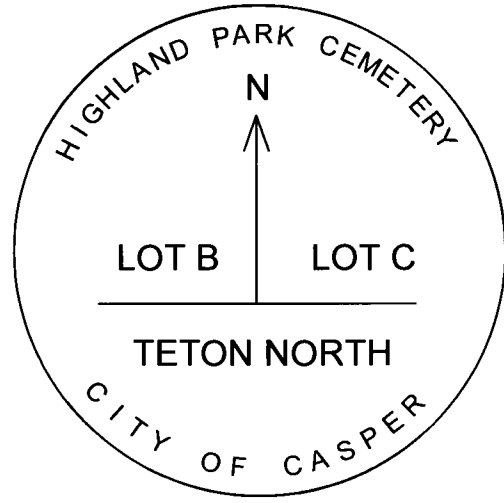
Point Table				Point Table				Point Table			
Point	Northing	Easting	Description	Point	Northing	Easting	Description	Point	Northing	Easting	Description
1405	1182377.6970	1588596.3020	PRRB_N	1450	1182365.6970	1588694.3020	PRRB_N	1495	1182333.6970	1588910.3020	PRRB_N
1406	1182377.6970	1588586.3020	PRRB_N	1451	1182365.6970	1588704.3020	PRRB_N	1496	1182325.6970	1588524.3020	PRRB_N
1407	1182377.6970	1588584.3020	PRRB_N	1452	1182365.6970	1588706.3020	PRRB_N	1497	1182325.6970	1588526.3020	PRRB_N
1408	1182377.6970	1588572.3020	PRRB_N	1453	1182365.6970	1588716.3020	PRRB_N	1498	1182325.6970	1588536.3020	PRRB_N
1409	1182377.6970	1588562.3020	PRRB_N	1454	1182365.6970	1588728.3020	PRRB_N	1499	1182325.6970	1588548.3020	PRRB_N
1410	1182377.6970	1588560.3020	PRRB_N	1455	1182365.6970	1588740.3020	PRRB_N	1500	1182325.6970	1588550.3020	PRRB_N
1411	1182377.6970	1588550.3020	PRRB_N	1456	1182365.6970	1588742.3020	PRRB_N	1501	1182325.6970	1588560.3020	PRRB_N
1412	1182377.6970	1588548.3020	PRRB_N	1457	1182365.6970	1588752.3020	PRRB_N	1502	1182325.6970	1588562.3020	PRRB_N
1413	1182377.6970	1588538.3020	PRRB_N	1458	1182365.6970	1588764.3020	PRRB_N	1503	1182325.6970	1588572.3020	PRRB_N
1414	1182377.6970	1588536.3020	PRRB_N	1459	1182365.6970	1588766.3020	PRRB_N	1504	1182325.6970	1588584.3020	PRRB_N
1415	1182377.6970	1588526.3020	PRRB_N	1460	1182365.6970	1588776.3020	PRRB_N	1505	1182325.6970	1588586.3020	PRRB_N
1416	1182377.6970	1588524.3020	PRRB_N	1461	1182365.6970	1588778.3020	PRRB_N	1506	1182325.6970	1588596.3020	PRRB_N
1417	1182377.6970	1588898.3020	PRRB_N	1462	1182365.6970	1588788.3020	PRRB_N	1507	1182325.6970	1588598.3020	PRRB_N
1418	1182377.6970	1588862.3020	PRRB_N	1463	1182365.6970	1588800.3020	PRRB_N	1508	1182325.6970	1588608.3020	PRRB_N
1419	1182377.6970	1588826.3020	PRRB_N	1464	1182365.6970	1588802.3020	PRRB_N	1509	1182325.6970	1588620.3020	PRRB_N
1420	1182377.6970	1588790.3020	PRRB_N	1465	1182365.6970	1588812.3020	PRRB_N	1510	1182325.6970	1588622.3020	PRRB_N
1421	1182377.6970	1588754.3020	PRRB_N	1466	1182365.6970	1588814.3020	PRRB_N	1511	1182325.6970	1588632.3020	PRRB_N
1422	1182377.6970	1588718.3020	PRRB_N	1467	1182365.6970	1588824.3020	PRRB_N	1512	1182325.6970	1588634.3020	PRRB_N
1423	1182377.6970	1588682.3020	PRRB_N	1468	1182365.6970	1588836.3020	PRRB_N	1513	1182325.6970	1588644.3020	PRRB_N
1424	1182377.6970	1588646.3020	PRRB_N	1469	1182365.6970	1588848.3020	PRRB_N	1514	1182325.6970	1588656.3020	PRRB_N
1425	1182377.6970	1588610.3020	PRRB_N	1470	1182365.6970	1588850.3020	PRRB_N	1515	1182325.6970	1588658.3020	PRRB_N
1426	1182377.6970	1588574.3020	PRRB_N	1471	1182365.6970	1588860.3020	PRRB_N	1516	1182325.6970	1588668.3020	PRRB_N
1427	1182365.6970	1588524.3020	PRRB_N	1472	1182365.6970	1588872.3020	PRRB_N	1517	1182325.6970	1588670.3020	PRRB_N
1428	1182365.6970	1588526.3020	PRRB_N	1473	1182365.6970	1588874.3020	PRRB_N	1518	1182325.6970	1588680.3020	PRRB_N
1429	1182365.6970	1588536.3020	PRRB_N	1474	1182365.6970	1588884.3020	PRRB_N	1519	1182325.6970	1588692.3020	PRRB_N
1430	1182365.6970	1588548.3020	PRRB_N	1475	1182365.6970	1588886.3020	PRRB_N	1520	1182325.6970	1588694.3020	PRRB_N
1431	1182365.6970	1588550.3020	PRRB_N	1476	1182365.6970	1588896.3020	PRRB_N	1521	1182325.6970	1588704.3020	PRRB_N
1432	1182365.6970	1588560.3020	PRRB_N	1477	1182365.6970	1588862.3020	PRRB_N	1522	1182325.6970	1588706.3020	PRRB_N
1433	1182365.6970	1588562.3020	PRRB_N	1478	1182365.6970	1588826.3020	PRRB_N	1523	1182325.6970	1588716.3020	PRRB_N
1434	1182365.6970	1588572.3020	PRRB_N	1479	1182365.6970	1588790.3020	PRRB_N	1524	1182325.6970	1588728.3020	PRRB_N
1435	1182365.6970	1588584.3020	PRRB_N	1480	1182365.6970	1588754.3020	PRRB_N	1525	1182325.6970	1588730.3020	PRRB_N
1436	1182365.6970	1588586.3020	PRRB_N	1481	1182365.6970	1588718.3020	PRRB_N	1526	1182325.6970	1588740.3020	PRRB_N
1437	1182365.6970	1588596.3020	PRRB_N	1482	1182365.6970	1588682.3020	PRRB_N	1527	1182325.6970	1588742.3020	PRRB_N
1438	1182365.6970	1588598.3020	PRRB_N	1483	1182365.6970	1588646.3020	PRRB_N	1528	1182325.6970	1588752.3020	PRRB_N
1439	1182365.6970	1588608.3020	PRRB_N	1484	1182365.6970	1588610.3020	PRRB_N	1529	1182325.6970	1588764.3020	PRRB_N
1440	1182365.6970	1588620.3020	PRRB_N	1485	1182365.6970	1588574.3020	PRRB_N	1530	1182325.6970	1588766.3020	PRRB_N
1441	1182365.6970	1588632.3020	PRRB_N	1486	1182365.6970	1588538.3020	PRRB_N	1531	1182325.6970	1588776.3020	PRRB_N
1442	1182365.6970	1588634.3020	PRRB_N	1487	1182349.2010	1588982.0300	PRRB_N	1532	1182325.6970	1588778.3020	PRRB_N
1443	1182365.6970	1588644.3020	PRRB_N	1488	1182349.2010	1589017.0300	PRRB_N	1533	1182325.6970	1588788.3020	PRRB_N
1444	1182365.6970	1588656.3020	PRRB_N	1489	1182349.2010	1589010.0300	PRRB_N	1534	1182325.6970	1588800.3020	PRRB_N
1445	1182365.6970	1588658.3020	PRRB_N	1490	1182349.2010	1589003.0300	PRRB_N	1535	1182325.6970	1588802.3020	PRRB_N
1446	1182365.6970	1588668.3020	PRRB_N	1491	1182349.2010	1588996.0300	PRRB_N	1536	1182325.6970	1588812.3020	PRRB_N
1447	1182365.6970	1588670.3020	PRRB_N	1492	1182349.2010	1588989.0300	PRRB_N	1537	1182325.6970	1588814.3020	PRRB_N
1448	1182365.6970	1588680.3020	PRRB_N	1493	1182333.6970	1588898.3020	PRRB_N	1538	1182325.6970	1588824.3020	PRRB_N
1449	1182365.6970	1588692.3020	PRRB_N	1494	1182333.6970	1588908.3020	PRRB_N	1539	1182325.6970	1588836.3020	PRRB_N

SHEET 17 OF 19	<i>Highland Park Cemetery Expansion Phase II, Surveying Plan</i>	<i>Point Table Rebar Monuments 4 of 6</i>	REVISIONS	CITY OF CASPER ENGINEERING 200 N. DAVID STREET CASPER, WYOMING 82601		
				PROJECT 16-051		
				<small>DRAWN BY: <u> EY </u></small>	<small>CHECKED BY: <u> ML </u></small>	<small>APPROVED BY: <u> AB </u></small>
				<small>DATE: <u> 11/2/18 </u></small>	<small>DATE: <u> 11/2/18 </u></small>	<small>DATE: <u> 11/2/18 </u></small>

Point Table				Point Table				Point Table			
Point	Northing	Easting	Description	Point	Northing	Easting	Description	Point	Northing	Easting	Description
1540	1182325.6970	1588838.3020	PRRB_N	1585	1182297.6970	1588526.3020	PRRB_N	1630	1182281.6970	1588742.3020	PRRB_N
1541	1182325.6970	1588848.3020	PRRB_N	1586	1182297.6970	1588538.3020	PRRB_N	1631	1182281.6970	1588740.3020	PRRB_N
1542	1182325.6970	1588850.3020	PRRB_N	1587	1182297.2010	1588940.0300	PRRB_N	1632	1182281.6970	1588728.3020	PRRB_N
1543	1182325.6970	1588860.3020	PRRB_N	1588	1182293.6970	1588874.3020	PRRB_N	1633	1182281.6970	1588716.3020	PRRB_N
1544	1182325.6970	1588872.3020	PRRB_N	1589	1182293.6970	1588872.3020	PRRB_N	1634	1182281.6970	1588706.3020	PRRB_N
1545	1182325.6970	1588874.3020	PRRB_N	1590	1182293.6970	1588862.3020	PRRB_N	1635	1182281.6970	1588704.3020	PRRB_N
1546	1182325.6970	1588884.3020	PRRB_N	1591	1182289.6970	1588862.3020	PRRB_N	1636	1182281.6970	1588694.3020	PRRB_N
1547	1182325.6970	1588886.3020	PRRB_N	1592	1182289.6970	1588860.3020	PRRB_N	1637	1182281.6970	1588692.3020	PRRB_N
1548	1182325.6970	1588896.3020	PRRB_N	1593	1182289.6970	1588850.3020	PRRB_N	1638	1182281.6970	1588680.3020	PRRB_N
1549	1182325.6970	1588898.3020	PRRB_N	1594	1182289.6970	1588550.3020	PRRB_N	1639	1182281.6970	1588670.3020	PRRB_N
1550	1182325.6970	1588908.3020	PRRB_N	1595	1182289.6970	1588548.3020	PRRB_N	1640	1182281.6970	1588668.3020	PRRB_N
1551	1182325.6970	1588514.3020	PRRB_N	1596	1182289.6970	1588538.3020	PRRB_N	1641	1182281.6970	1588658.3020	PRRB_N
1552	1182325.6970	1588538.3020	PRRB_N	1597	1182289.2010	1588933.0300	PRRB_N	1642	1182281.6970	1588656.3020	PRRB_N
1553	1182325.6970	1588574.3020	PRRB_N	1598	1182285.6970	1588850.3020	PRRB_N	1643	1182281.6970	1588644.3020	PRRB_N
1554	1182325.6970	1588610.3020	PRRB_N	1599	1182285.6970	1588848.3020	PRRB_N	1644	1182281.6970	1588634.3020	PRRB_N
1555	1182325.6970	1588646.3020	PRRB_N	1600	1182285.6970	1588838.3020	PRRB_N	1645	1182281.6970	1588632.3020	PRRB_N
1556	1182325.6970	1588682.3020	PRRB_N	1601	1182285.6970	1588562.3020	PRRB_N	1646	1182281.6970	1588620.3020	PRRB_N
1557	1182325.6970	1588718.3020	PRRB_N	1602	1182285.6970	1588560.3020	PRRB_N	1647	1182281.6970	1588608.3020	PRRB_N
1558	1182325.6970	1588754.3020	PRRB_N	1603	1182285.6970	1588550.3020	PRRB_N	1648	1182281.6970	1588598.3020	PRRB_N
1559	1182325.6970	1588790.3020	PRRB_N	1604	1182285.2010	1588926.0300	PRRB_N	1649	1182281.6970	1588596.3020	PRRB_N
1560	1182325.6970	1588826.3020	PRRB_N	1605	1182285.2010	1589017.0300	PRRB_N	1650	1182281.6970	1588586.3020	PRRB_N
1561	1182325.6970	1588862.3020	PRRB_N	1606	1182285.2010	1589010.0300	PRRB_N	1651	1182281.6970	1588584.3020	PRRB_N
1562	1182325.6970	1588910.3020	PRRB_N	1607	1182285.2010	1589003.0300	PRRB_N	1652	1182281.6970	1588572.3020	PRRB_N
1563	1182321.2010	1588975.0300	PRRB_N	1608	1182285.2010	1588996.0300	PRRB_N	1653	1182281.6970	1588562.3020	PRRB_N
1564	1182317.6970	1588908.3020	PRRB_N	1609	1182285.2010	1588989.0300	PRRB_N	1654	1182281.6970	1588826.3020	PRRB_N
1565	1182317.6970	1588898.3020	PRRB_N	1610	1182285.2010	1588982.0300	PRRB_N	1655	1182281.6970	1588790.3020	PRRB_N
1566	1182313.2010	1588954.0300	PRRB_N	1611	1182285.2010	1588975.0300	PRRB_N	1656	1182281.6970	1588754.3020	PRRB_N
1567	1182313.2010	1589017.0300	PRRB_N	1612	1182285.2010	1588968.0300	PRRB_N	1657	1182281.6970	1588718.3020	PRRB_N
1568	1182313.2010	1589010.0300	PRRB_N	1613	1182285.2010	1588961.0300	PRRB_N	1658	1182281.6970	1588682.3020	PRRB_N
1569	1182313.2010	1589003.0300	PRRB_N	1614	1182285.2010	1588954.0300	PRRB_N	1659	1182281.6970	1588646.3020	PRRB_N
1570	1182313.2010	1588996.0300	PRRB_N	1615	1182285.2010	1588947.0300	PRRB_N	1660	1182281.6970	1588610.3020	PRRB_N
1571	1182313.2010	1588989.0300	PRRB_N	1616	1182285.2010	1588940.0300	PRRB_N	1661	1182281.6970	1588574.3020	PRRB_N
1572	1182313.2010	1588982.0300	PRRB_N	1617	1182285.2010	1588933.0300	PRRB_N	1662	1182277.2010	1588919.0300	PRRB_N
1573	1182313.2010	1588968.0300	PRRB_N	1618	1182281.6970	1588836.3020	PRRB_N	1663	1182273.2010	1588912.0300	PRRB_N
1574	1182313.2010	1588961.0300	PRRB_N	1619	1182281.6970	1588824.3020	PRRB_N	1664	1182269.2010	1588905.0300	PRRB_N
1575	1182309.6970	1588898.3020	PRRB_N	1620	1182281.6970	1588814.3020	PRRB_N	1665	1182265.2010	1588898.0300	PRRB_N
1576	1182309.6970	1588896.3020	PRRB_N	1621	1182281.6970	1588812.3020	PRRB_N	1666	1182257.2010	1588898.0300	PRRB_N
1577	1182309.6970	1588886.3020	PRRB_N	1622	1182281.6970	1588802.3020	PRRB_N	1667	1182257.2010	1588905.0300	PRRB_N
1578	1182305.6970	1588526.3020	PRRB_N	1623	1182281.6970	1588800.3020	PRRB_N	1668	1182257.2010	1588912.0300	PRRB_N
1579	1182305.6970	1588524.3020	PRRB_N	1624	1182281.6970	1588788.3020	PRRB_N	1669	1182257.2010	1588919.0300	PRRB_N
1580	1182305.2010	1588947.0300	PRRB_N	1625	1182281.6970	1588778.3020	PRRB_N	1670	1182257.2010	1588926.0300	PRRB_N
1581	1182301.6970	1588886.3020	PRRB_N	1626	1182281.6970	1588776.3020	PRRB_N	1671	1182257.2010	1588933.0300	PRRB_N
1582	1182301.6970	1588884.3020	PRRB_N	1627	1182281.6970	1588766.3020	PRRB_N	1672	1182257.2010	1588940.0300	PRRB_N
1583	1182301.6970	1588874.3020	PRRB_N	1628	1182281.6970	1588764.3020	PRRB_N	1673	1182257.2010	1588947.0300	PRRB_N
1584	1182297.6970	1588536.3020	PRRB_N	1629	1182281.6970	1588752.3020	PRRB_N	1674	1182257.2010	1588954.0300	PRRB_N

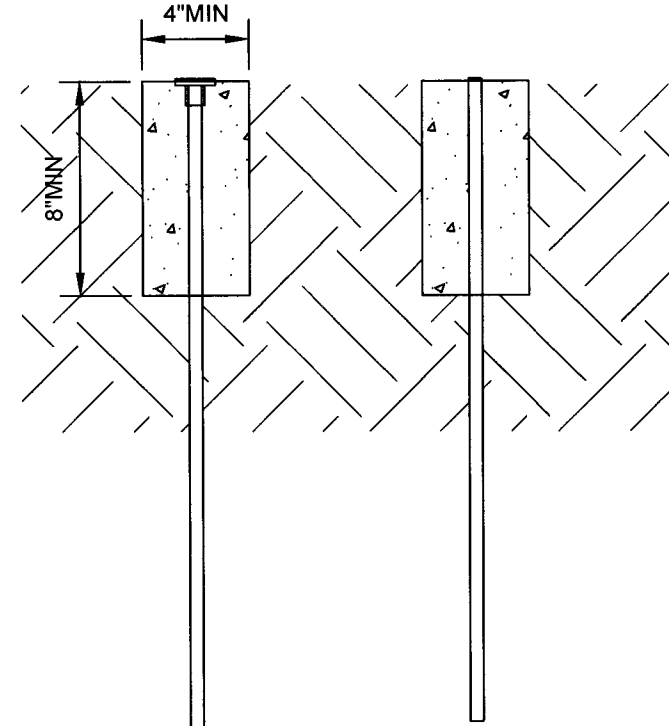
SHEET 18 OF 19	<i>Highland Park Cemetery Expansion Phase II, Surveying Plan</i>	<i>Point Table Rebar Monuments 5 of 6</i>	REVISIONS	CITY OF CASPER ENGINEERING 200 N. DAVID STREET CASPER, WYOMING 82601		
				PROJECT 16-051		
				<small>DRAWN BY: <u>EY</u></small>	<small>CHECKED BY: <u>ML</u></small>	<small>APPROVED BY: <u>AB</u></small>
				<small>DATE: <u>11/2/18</u></small>	<small>DATE: <u>11/2/18</u></small>	<small>DATE: <u>11/2/18</u></small>

Point Table			
Point	Northing	Easting	Description
1675	1182257.2010	1588961.0300	PRRB_N
1676	1182257.2010	1588968.0300	PRRB_N
1677	1182257.2010	1588982.0300	PRRB_N
1678	1182257.2010	1588989.0300	PRRB_N
1679	1182257.2010	1588996.0300	PRRB_N
1680	1182257.2010	1589003.0300	PRRB_N
1681	1182257.2010	1589010.0300	PRRB_N



MONUMENT DETAIL

MONUMENTS TO BE SET UNDER THE SUPERVISION OF A LICENSED SURVEYOR IN THE STATE OF WYOMING. MONUMENTS SHALL CONSIST OF 24" LONG #4 REBAR AT ALL LOCATIONS SHOWN IN DRAWINGS. ALL LOT CORNERS SHALL BE MONUMENT WITH A 1.5" ALUMINUM CAP STAMPED AS SHOWN ABOVE, CONSULTANT TO PROVIDE 20 ADDITIONAL PRE-STAMPED ALUMINUM CAPS TO THE CITY AS PART OF THIS PROJECT.



MONUMENT ALTERNATE

MONUMENT ALTERNATE WILL INVOLVE PLACING MONUMENTS AS PREVIOUSLY SPECIFIED WITH THE ADDITION OF A MINIMUM OF 4" DIAMETER 8" DEPTH CONCRETE ENCASEMENT AT GROUND LEVEL. CONSULTANT TO SUBMIT ENCASEMENT PLAN TO THE ENGINEER FOR APPROVAL PRIOR TO STARTING SURVEYING WORK. ALL ENCASEMENTS MUST HAVE CONSISTENT SHAPE AND DIMENSIONS. MONUMENT ALTERNATE PRICE TO BE SUBMITTED IN PRICE PROPOSAL AS A SEPARATE LINE PER MONUMENT.

CITY OF CASPER ENGINEERING
200 N. DAVID STREET
CASPER, WYOMING 82601

PROJECT 16-051

DRAWN BY: EY DATE: 11/2/18
 CHECKED BY: ML DATE: 11/2/18
 APPROVED BY: AB DATE: 11/2/18

REVISIONS

Highland Park Cemetery Expansion
 Phase II, Surveying Plan
 Point Table and Details
 Rebar Monuments 6 of 6



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

December 17, 2018

Mr. Ethan Yonker, P.E.
City of Casper
200 North David Street
Casper, Wyoming 82601

**RE: Price Proposal for Engineering Services –
Highland Park Cemetery Addition**

Mr. Yonker:

At your request, WLC has re-evaluated our fee for the inclusion of alternate installation for the 37 capped monuments only. Considering there are only 37 of the capped monuments, WLC's revised fee is as follows.

CA and Construction Staking	= \$34,700.00
Base Bid Monument Installation	= \$31,500.00
Total	= \$66,200.00

Alternate Monument Increase (37)	= \$ 2,846.16
Total with Alternate	= \$69,046.16

If you have any questions or concerns, please contact me at your convenience.

Sincerely,

Matt Williams, P.E.
Project Manager



ENGINEERING • SURVEYING • PLANNING
WWW.WLCOUYE.COM

2018 FEE SCHEDULE

DEDICATED TO CLIENTS.
DEFINED BY EXCELLENCE.

Submitted to: City of Casper

Project: Highland Park Cemetery

Submitted by: Matt Williams

Date: Nov. 30, 2018

2018 MASTER FEE SCHEDULE – CONFIDENTIAL

EFFECTIVE DATE: January 1, 2018

LABOR CHARGES

Staff Type	Hourly Rate
Office Assistant	\$59.00
Clerical/Word Processor	\$65.50
Office Technician	\$72.00
Accounting Research Technician	\$78.00
Archivist	\$90.00
Technician I	\$65.50
Technician II	\$72.00
Engineering Technician I	\$90
Engineering Technician II	\$95.50
Engineering Technician III	\$108.00
Engineer I	\$108.00
Engineer II	\$120.00
Engineer III	\$132.00
Engineer IV	\$143.50
Engineer V	\$153.00
Project Manager	\$168.00
Senior Project Manager	\$184.00
Principal	\$209.00

Equipment/Reimbursable	Fee per Unit
Vehicle	\$78.75 per day
Mileage	\$1.05 per mile
Per Diem	\$13.75 per unit
Meals	Cost + 10%
Lodging, travel, etc.	Cost + 10%
Computer Cad/GIS	\$33.50 per hour
Consultants	Cost + 10%
Subcontractors	Cost + 15%
Filing Fees/Recordings	Cost + 10%
3D Laser Scanner - Drone	\$157.50 per hour

Staff Type	Hourly Rate
Planning Technician	\$98.00
Drafting Technician I	\$83.50
Drafting Technician II	\$90.00
Drafting Technician III	\$95.50
Drafting Technician IV	\$103.50
Drafting Technician V	\$109.00
GIS Technician I	\$91.50
GIS Technician II	\$98.00
GIS Technician III	\$104.50
Surveying Technician I	\$77.50
Surveying Technician II	\$83.50
Surveying Technician III	\$90.00
Surveying Technician IV	\$102.00
Surveying Technician V	\$120.00
Surveyor (L.S.)	\$152.00
Grantsman	\$150.00
Assistant Grantsman	\$98.00

Equipment/Reimbursable	Fee per Unit
Field/Office Materials (Int/ Ext)	Cost + 10%
Prints/Maps/Reproduction (Int/Ext)	Cost + 10%
Insurance (Addl. Insur., Waiver, RR)	Quote
Communications (Internal / External)	Cost + 10%
External Delivery	Cost + 10%
GPS (RTK – Hourly Charge)	\$80.00 per hour
Digital Level	\$24.50 per hour
UTV	\$152.00 per day
Robotic TS/Pathfinder – Hourly Charge	\$76.25 per hour
Total Station with Data Collector	\$30.00 per hour
Field/Office Equipment (External)	Cost + 15%

1. All field charges begin at the time of departure and terminate at the time of return to the point of origin (the home office or place of lodging).
2. Final invoiced amounts may vary from cost opinions because of variations in the time of performance, anticipated site conditions or changes in the scope of services.
3. Work over forty (40) hours per week, on weekends or holidays, or beyond normal working hours, at the client's request or convenience, will be charged at a rate of 1.5 times the above fees.
4. Payment is expected within 30 days after the invoice date.
5. Please note our cost opinions are subject to change after 60 days.

6. Fees and rates subject to change. Additional (non-current) Governmental taxes, charges and fees will be passed on to the client.
 7. Unless otherwise specified in the proposal Client safety requirements will be charged at an additional labor rate of 10%.

2018 MASTER FEE SCHEDULE – CONFIDENTIAL

EFFECTIVE DATE: January 1, 2018

MATERIAL TESTING RATES

Reimbursable	Fee per Unit	Reimbursable	Fee per Unit
* Standard Proctor Density Curve – A, B, C, D	*\$54.50 per test	* Resistance to Plastic Flow, Plant Mix	*\$265.00 per set of 3
* Modified Proctor Density Curve – A, B, C, D	*\$66.00 per test	* Resistance to Plastic Flow, Lab Mix	*\$363.00 per set of 3
* 1 Check Point Proctor – Method—A, B, C, D	\$18.50 per test	* Theoretical Maximum Specific Gravity Rice Test; Plant Mix	*\$94.00 per set of 3
* Nuclear Moisture Density (hour)	*\$21.00 per hour	* Theoretical Maximum Specific Gravity Rice Test; Lab Mix	*\$190.00 per test
* Nuclear Moisture Density (day)	*\$131.00 per day	* Bulk Specific Gravity of Compacted Bituminous Mixtures	*\$52.50 per test
* Field Density Test – Sandcone	See Labor Charges	*	
Relative Density (Minimum/Maximum)	\$388.50 each	Extraction of Bituminous Mix (Chemical)	\$241.50 per test
* Specific Gravity (Soil)	\$52.75 each	Extraction of Bituminous Mix (Oven)	\$160.75 per test
		Immersion Compression Test Plant Mix	\$645.75 per set of 3
* Moisture Test	\$21.00 per test	Immersion Compression Test Lab Mix	\$830.00 per set of 3
* Atterberg Limit Test	\$88.75 per test	Computation of % Air Voids, Voids in the Mineral Aggregate	Quote
* Sieve Analysis 1.5 -- #4 Sieve (6 or less)	\$54.00 per test	Ignition Oven Calibration	\$294.00 per mix change
* Sieve Analysis #4 – 200 Sieve Incl. Wash (6 or less)	\$83.00 per test	* Mix Design – Asphalt	\$1.00 per test & See Labor Charges
* #200 Wash	\$41.75 per test	* Mix Design – Verification, Asphalt	\$1.00 per test & See Labor Charges
* Additional Sieves	\$41.75 per sieve	* Field Lab	Cost + 10%
Hydrometer	\$178.50 each	* Large Shaker on Site	\$231.00 per day
* California Bearing Ratio Test (1 Point)	*\$201.00 per test	* Small Shaker on Site	\$173.00 per day
* California Bearing Ratio Test (3 Points)	*\$514.50 per test	* Sample Bags	*\$2.00 each
Unconfined Compression Test	\$160.50 each	* Specific Gravity & Absorption (Coarse)	See Labor Charges
* Hand Penetrometer Test	*\$13.50 each	* Specific Gravity & Absorption (Fine)	See Labor Charges
Consolidation/Swell Test	\$225.75 per test	* % Crushed Particles (Fractured Faces)	\$1.00 per test & See Labor Charges
Permeability Test	\$225.75 per test	* Flat & Elongated Particles	\$1.00 per test & See Labor Charges
* Organic Vapor Monitor (hour)	*\$21.25 per hour	* Aggregate Soundness (LA Abrasion)	\$201.00 each
* Organic Vapor Monitor (day)	*\$137.50 per day	* Sodium/Magnesium Sulfate (SAS) Test	\$445.00 each
* Water Level Indicator (day)	*\$33.50 per day	* SAS Test – Additional Sieves	\$103.50 each
* Environmental Sampling Pump (hour)	*\$24.25 per hour	Fine Aggregate Angularity	\$230.00 each
* Environmental Sampling Pump (day)	*\$135.50 per day	* Unit Weight & Voids in Aggregate	*\$53.00 each
* Bailers	*\$14.50 each	* Rock Correction	See Labor Charges
* Asphalt Core Standard 4" Diameter up to 6" depth	*\$41.75 per core	Sand Equivalent (set of 3)	\$357.00 per set
* Concrete Core Standard 4" Diameter up to 6" depth	*\$59.75 per core	* Flow Meter Trailer	*\$300.00 per Test
* Asphalt Core – Other Sizes Available	*Quote	Materials Testing (internal, external or not listed)	Cost + 15%
* Concrete Core – Other Sizes Available	*Quote	Soil Resistivity	\$149.00 each
* Compressive Strength of Concrete Cores	*\$44.75 each		
* Cylinder Molds	*\$4.00 per mold		
* Cylinder Breaks – Concrete, Mortar, Grout	*\$22.50 each		
* Concrete, Mortar, Grout Cubes 2 x 2	*\$30.00 per cube		
* Epoxy Cubes or 3" x 6" Cylinders	*\$41.50 each		
* Mix Design – Concrete	\$1.00 per test & See Labor Charges		
* Air, Slump Tests, and Unit Weight	See Labor Charges		
* Sample Preparation, Field Sampling And Transportation	See Labor Charges		

1. Tests are done to applicable ASTM and/or AASHTO and/or ACI standards.

2. *Labor charges additional to stated rate.

CASPER

CHRYSTINE

HAWLINS

RESOLUTION NO.19-10

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WLC ENGINEERING AND SURVEYING FOR CONSTRUCTION ADMINISTRATION AND SURVEYING SERVICES FOR THE HIGHLAND PARK CEMETERY ADDITION, PHASE II.

WHEREAS, the City of Casper desires to secure an engineering firm to provide construction administration and surveying services for the Highland Park Cemetery Addition, Phase II; and,

WHEREAS, WLC Engineering and Surveying is able and willing to provide those professional services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a contract for professional services with WLC Engineering and Surveying in the amount of Sixty-Nine Thousand Forty-Six and 16/100 Dollars (\$69,046.16) for services more specifically delineated in the contract.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions, using appropriate funds, throughout the project as prescribed by the agreement, for a total amount not to exceed Sixty-Nine Thousand Forty-Six and 16/100 Dollars (\$69,046.16).

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

December 20, 2018

MEMO TO: J. Carter Napier, City Manager 
FROM: Tom Pitlick, Financial Services Director 
SUBJECT: Designation of Official Depositories

Meeting Type & Date
Regular Council Meeting
January 8, 2019

Action Type
Minute Action

Recommendation:

That Council, by minute action, designate the following banks as approved depositories of City of Casper funds for calendar year 2019:

First Interstate Bank	USbank
Hilltop National Bank	ANB Bank
Jonah Bank of Wyoming	

Summary:

Wyoming State Statute 9-4-817 requires all municipal governments to formally designate financial depositories. The depository must be recognized by the State Treasurer as an approved depository (WSS 9-4-803,806-807), and deposits must either be fully insured by the Federal Deposit Insurance Corporation or they must be secured with a pledge of collateral that is at least equal to the amount of the deposit.

The above banking institutions have made formal application to become a designated depository for City of Casper funds. All are eligible to be designated as depositories as determined by the State Treasurer and have met all other statutory requirements. The designation of a depository by Council does not necessarily imply that a business relationship will be formed with each bank but does allow for financial transactions to take place with them should it be deemed beneficial to the City.

Financial Considerations
None

Oversight/Project Responsibility
Tom Pitlick, Financial Services Director

Attachments:
-Letters of Application/Resolutions



401 North 31st Street
Billings, MT 59101
406-255-5000

December 13, 2018

RE: 2018 Application for Public Funds

To Whom It May Concern:

Please accept First Interstate Bank's application for the deposit of Public Funds accounts. Your deposits are insured to a balance of \$250,000.00 by the Federal Deposit Insurance Corporation. We will be happy to pledge additional securities as necessary to cover increasing deposit balances.

Enclosed, please find a certified copy of the Board of Directors Public Funds Resolution which was passed at the annual meeting on January 16, 2018. This document authorizes First Interstate Bank to accept Public Funds Deposits and authorizes certain officers to furnish collateral security for such deposits. Also enclosed is the Application for Public Funds and a copy of the 2017 year end RC Schedule from the Call Report.

May we take this opportunity to express our appreciation for your past patronage, and we look forward to serving you in the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'Larry Johns', written over a circular stamp or mark.

Larry Johns

Treasurer

First Interstate Bank

Enclosures

**APPLICATION FOR DEPOSIT OF PUBLIC FUNDS
FOR THE YEAR 2018**

To Whom It May Concern:


In connection with State Requirements, formal application is hereby made by First Interstate Bank, a corporation duly organized and existing under and by virtue of the laws of the State of Montana and having its office and principal place of business in the City of Billings in the State of Montana, to be designated an authorized Public Depository.

First Interstate Bank agrees to furnish and pledge securities as provided for in Wyoming Statute 9-4-821 to be assigned to the entity as security for the safekeeping and prompt payment of all public monies that may be deposited with the entity and for the faithful performance of its duties under the aforesaid law as such depository.

By order of the Board of Directors



James R. Scott, Chairman



Kirk D. Jensen, Corporate Secretary

FIRST INTERSTATE BANK

DATE APPROVED BY BOARD-JANUARY 16, 2018

PUBLIC FUNDS RESOLUTION

WHEREAS, it is necessary for First Interstate Bank to properly secure the political division or subdivision for all monies deposited in the bank by the Treasurer of the political division or subdivision, hereinafter called the Treasurer; and

WHEREAS, no deposit will be made in the bank by the Treasurer unless the deposit is properly secured, and the giving of proper security is one of the considerations for receiving the deposits; and

WHEREAS, The Treasurer may, when furnished proper security, carry an unlimited credit balance with the bank; and

WHEREAS, the Treasurer is willing to receive securities designated by laws of Wyoming as legal collateral security as security for the deposit;

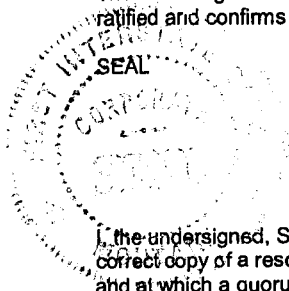
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the depository bank that any two of the following named persons, officers of the bank, are authorized and empowered to pledge to the Treasurer of the state or political subdivision securities of this bank which are legal for collateral security for deposit of public funds, and which the Treasurer is willing to accept as collateral security, and in amounts and at the time the Treasurer and bank officers agree upon: ¹


Larry Johns	Treasurer
Kevin Riley	President and Chief Executive Officer
Marcy Mutch	Chief Financial Officer

BE IT FURTHER RESOLVED that this authority given to the officers of the bank named herein to furnish collateral security to the Treasurer shall be continuing and shall be binding upon the bank until the authority given to the bank officers named herein is revoked or superseded by another resolution of this Board of Directors, verified copy of which shall be delivered by a representative of the bank to the Treasurer or mailed to the Treasurer by registered mail. The right given the officers named herein to pledge security as collateral also includes the right to give additional collateral security and to withdraw such collateral as the Treasurer is willing to surrender and the right to substitute one piece or lot of collateral for another, provided the Treasurer is willing to make such exchange or substitution.

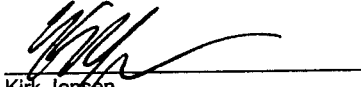
BE IT FURTHER RESOLVED the bank officers named herein are fully authorized and empowered to execute in the name of the bank such collateral pledge agreement in favor of the Treasurer as the Treasurer requires, and any collateral pledge agreement executed or any act done by the bank officers named herein under the authority of this Resolution shall be as binding and effective upon this bank as though authorized by specific Resolution of the Board of Directors of this Bank.

The Board agrees that the authority herein granted is irrevocable, and the depository hereby for itself, its successors and assigns, ratifies and confirms whatever said attorney shall do by virtue of this authorization.




James R. Scott, Chairman

I, the undersigned, Secretary of First Interstate Bank, a Corporation, do hereby certify that the above and foregoing is a full, true and correct copy of a resolution duly ratified by the Board of Directors of said Corporation, at a meeting of said Board duly called and held, and at which a quorum of said Board was present on the 16th day of January, 2018, and that said resolution is duly entered upon the minute book of said Corporation, and that it is in full force and effect at this time.


Kirk Jensen

¹The Officer certifying this resolution shall have such authority and shall not be designated under numbered paragraph 3 above.

HILLTOP



NATIONAL BANK

PHONE 307-265-2740

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P.O. BOX 2680

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CASPER, WYOMING 82602

April 20, 2018

City of Casper
Administrative Services Director
200 N David
Casper, WY 82601

Ladies/Gentlemen:

Enclosed for your records is an updated Resolution for the deposit of public funds with Hilltop National Bank. This Resolution was adopted by the Board of Directors at the annual organizational meeting held April 17, 2018.

Please feel free to call me at 577-3442 if you should have any questions. Thank you for banking with us.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard M. Tinnon".

Richard M. Tinnon
Senior Vice President/Chief Financial Officer

Enclosure

CERTIFICATE

Richard M. Tinnon, the duly elected, acting and qualified Senior Vice President/Chief Financial Officer of Hilltop National Bank, a national banking association, with offices in Casper, Wyoming, hereby certifies that the following is a true and correct edited copy of a resolution to protect the identity of other listed governmental entities and agencies adopted by the Board of Directors of Hilltop National Bank at its annual organizational meeting held on April 17, 2018. He further certifies that said resolution has never been revoked or superseded by another resolution and therefore is and remains in full force and effect on the date hereof.

**RESOLUTION
DEPOSIT OF PUBLIC FUNDS**

WHEREAS, it is necessary for Hilltop National Bank, of Casper, Wyoming, to properly secure the Treasurer of the following governmental entities and agencies:

City of Casper
... and others as listed ...

hereinafter referred to individually or as a group as "political division or subdivision", for all monies deposited in the Bank by the Treasurer of the political division or subdivision, hereinafter called the Treasurer; and

WHEREAS, no deposit will be made in the Bank by the Treasurer unless the deposit is properly secured, and the giving of proper security is one of the considerations for receiving the deposit; and

WHEREAS, the Treasurer may, when furnished proper security, carry a maximum credit balance with the Bank of up to Twenty Million Dollars (\$20,000,000.00); and

WHEREAS, the Treasurer is willing to receive securities designated by the laws of Wyoming as legal collateral security as security for the deposit;

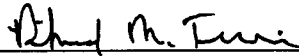
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Hilltop National Bank, Casper, Wyoming, that any one of the following named officers and agents of the Bank is authorized and empowered to pledge to the Treasurer of the political division or subdivision, securities of this Bank which are legal for collateral security for deposit of public funds, and which the Treasurer is willing to accept as collateral security, and in amounts and at the time the Treasurer and bank officers agree upon:

Gregory E. Dixon, President
Richard M. Tinnon, Senior Vice President/Chief Financial Officer
Brad A. White, Vice President/Operations
Ashlie E. Bohman, Client Services Officer
Cindy L. Scott, Operations Assistant

BE IT FURTHER RESOLVED that this authority given to the officers and agents of the Bank named herein to furnish collateral security to the Treasurer shall be continuing and shall be binding upon the Bank until the authority given to the bank officers named herein is revoked or superseded by another resolution of this Board of Directors, a verified copy of which shall be delivered by a representative of the Bank to the Treasurer or mailed to the Treasurer by certified mail, return receipt requested. The right given the officers or agents named herein to pledge security as collateral also includes the right to give additional collateral security and to withdraw such collateral as the Treasurer is willing to surrender and the right to substitute one piece or lot of collateral for another, provided the Treasurer is willing to make such exchange or substitution.

BE IT FURTHER RESOLVED, that the bank officers and agents named herein are fully authorized and empowered to execute in the name of the Bank such collateral pledge agreement in favor of the Treasurer as the Treasurer requires, and any collateral pledge agreement executed or any act done by the bank officers and agents named herein under the authority of this resolution shall be as binding and effective upon this Bank as though authorized by separate specific resolutions of the Board of Directors of this Bank.

Dated: April 20, 2018



Richard M. Tinnon
Senior Vice President/Chief Financial Officer

APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

Casper, WY

December 18, 2018

CITY OF CASPER
State of Wyoming

Pursuant to the requirements of W.S. 9-4-818, formal application is made by Jonah Bank of Wyoming, a corporation organized and existing under the laws of the State of Wyoming and having its office and principal place of business located at 777 West 1st Street, Casper, WY 82601, to be designated an approved depository of the City of Casper.

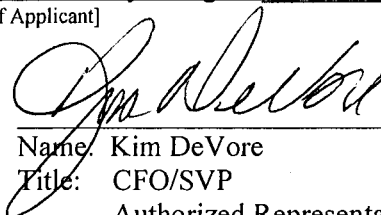
The applicant agrees to provide sufficient collateral as required and permitted under applicable State statutes (the "Collateral"), as security for the payment of the City of Casper public funds on deposit with applicant. Such Collateral shall be assigned to the City of Casper and placed with the appropriate custodian as security for the safekeeping and prompt payment of all public moneys that may be deposited with the applicant by the City of Casper and for the faithful performance of its duties under the law as such depository.

W.S. 9-4-818 requires that this Application be accompanied by a sworn statement of the financial condition of the applicant at the time this Application is made. Please find that information for your review on the following page. Also included is our rate offering for your current deposit needs.

Jonah Bank of Wyoming

[Name of Applicant]

By:



Name: Kim DeVore

Title: CFO/SVP

Authorized Representative

FDIC Certificate Number: 58396

Certified Copy of Resolution

WHEREAS, it is necessary for Jonah Bank of Wyoming (the "Bank") to properly secure the City of Casper (the "Depositor") for all monies deposited in the Bank by the Depositor; and

WHEREAS, no deposit will be made in the Bank by the Depositor unless the deposit is properly secured and the giving of proper security is one of the considerations for receiving the deposits; and

WHEREAS, the Depositor is willing to receive securities designated by laws of Wyoming as legal collateral security as security for the deposit;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Bank that any one of the following named persons, officers of the Bank, are hereby authorized and empowered to pledge to the Depositor securities of the Bank as may be legal for collateral security for deposit of public funds, and which the Depositor is willing to accept as collateral security, and in such amounts and at such time as the Depositor and bank officers may agree upon:

Bank Officer's Name	Title
Mark Zaback	President/CEO
Kim DeVore	CFO/SVP
Gregg Jones	Secretary/EVP
Robin Wallingford	VP Deposit Operations

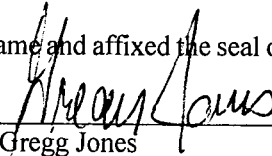
BE IT FURTHER RESOLVED that this authority given to the officers of the Bank named herein to furnish collateral security to the Depositor shall be continuing and shall be binding upon the Bank until the authority given to the bank officers named herein is revoked or superseded by another resolution of this Board of Directors, verified copy of which shall be delivered by a representative of the Bank to the Depositor or mailed to the Depositor by registered mail. The right given the officers named herein to pledge security as collateral also includes the right to pledge additional collateral security and to withdraw such collateral as the Depositor is willing to surrender and the right to substitute one piece or lot of collateral for another, provided the Depositor is willing to make such exchange or substitution.

BE IT FURTHER RESOLVED that the bank officers named herein are fully authorized and empowered to execute in the name of the Bank such collateral pledge agreement in favor of the Depositor as the Depositor may require, and any collateral pledge agreement so executed or any act done by the bank officers named herein under the authority of this Resolution shall be as binding and effective upon the Bank as though authorized by specific Resolution of the Board of Directors of the Bank.

CERTIFICATION

I, Gregg Jones, Secretary of Jonah Bank of Wyoming, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Board of Directors of the Bank at a valid meeting thereof or by action taken by written consent effective as of November 28, 2018 and that the resolution has not been rescinded or modified and is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of the Bank on this 28th day of November, 2018.



 Gregg Jones
 Name: Gregg Jones
 Title: Secretary/EVP

(Corporate Seal)



US Bancorp Center BC-MN-H18U
800 Nicollet Mall
Minneapolis, MN 55402-7020

October 16, 2018

APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

In conformity with Wyoming Statutes (9-4-818, 9-4-802, 9-4-806) formal application is hereby made by U.S. Bank National Association, operating in the state of Wyoming to be designated at a depository. The minutes of the **July 25, 2018** Board of Directors meeting are certified in the attached resolution.

U.S. Bank National Association will offer the following assets to be collateralized the deposits for **CITY OF CASPER** under all terms and conditions for future collateral agreement to be determined.

1. FHLB of Cincinnati Letter of Credit.
2. Federal National Mortgage Association – Mortgage Backed Securities.
3. Federal home Loan Mortgage Corporation – Mortgage Backed Securities.

Julie Niederer
Treasury Officer

Laurie Baker, Vice President
Government Banking - Relationship Manager



CERTIFIED RESOLUTIONS

I, Natasha M. Knack, Assistant Secretary of U.S. Bank National Association, Cincinnati, Ohio, a national banking association (the "Bank"), do certify that the following resolutions were adopted by the Board of Directors of U.S. Bank National Association on July 25, 2018 and that the same are in effect as of the date hereof and have not been modified, amended or revoked.

WHEREAS, state law requires governmental units to designate a federally insured national or state bank or thrift institution as a depository of funds;

WHEREAS, the City of Casper has designated the Bank, an FDIC insured depository institution, as depository of its public funds; and

WHEREAS, under state law, governmental units must require that their deposits in excess of the maximum amount of FDIC insurance on the deposit be secured by the pledge of eligible collateral ("Eligible Collateral"); and

WHEREAS, under state law, the total amount of the collateral computed at its market value shall be at least 100% deposit plus accrued interest at the close of the business day.

NOW, THEREFORE, it is hereby:

RESOLVED, that the Board of Directors hereby approves a pledge from the Bank's available collateral to secure the deposits in excess of the maximum amount of FDIC insurance on the deposits of the City of Casper, such Eligible Collateral being more particularly described in a Pledge Agreement and attached Written Assignment executed by the Bank in favor of the City of Casper.


RESOLVED FURTHER, that authority be given to the following officers of the Bank to furnish collateral to the Pledgee and such authority shall be continuing and shall be binding upon the Bank until the authority given to such officers is revoked or superseded by another resolution of this Board of Directors. This authority extends to furnishing collateral for additional deposits of public funds made from time to time by any and various state, municipal and other governmental bodies. The right given the officers named herein to pledge collateral also includes the right to give additional collateral and to withdraw such collateral as the Pledgee is willing to surrender and the right to substitute one piece or lot of collateral for another, provided the market value of the substitute collateral is of equal or greater value.

John C. Stern, Executive Vice President
Lynn D. Flagstad, Senior Vice President
Patricia A. Finnemore, Vice President
Christina Eumurian, Assistant Vice President
Mary E. Holen, Treasury Officer
Julie A. Niederer, Treasury Officer

FURTHER RESOLVED, that the officers named herein are fully authorized and empowered to execute in the name of the Bank such collateral pledge agreement in favor of the Pledgee as required, and any collateral pledge agreement executed or any act done by the officers named herein under the authority of this Resolution shall be as binding and effective upon this Bank as though authorized by specific Resolution of the Board of Directors of this Bank.

IN WITNESS WHEREOF, I have hereunto set my hand this 8th day of October, 2018.

(No corporate seal)



Natasha M. Knack, Assistant Secretary

Application for Deposit of Public Funds

Casper, Wyoming

September 20, 2018

Natrona County, Casper, Wyoming:

Pursuant to the requirements of Wyoming Statutes Title 9, Chapter 4, Article 8, formal application is made by ANB Bank, a corporation organized and existing under the laws of Wyoming and having its office and principal place business in Casper, County of Natrona in the State of Wyoming to be a depository for municipal funds. The Bank is incorporated under the laws of the United States of America, and will offer securities up to the amount of unlimited dollars.


The bank offers the following described securities: Per Wyoming Statute 9-4-818

Total Amount: Unlimited

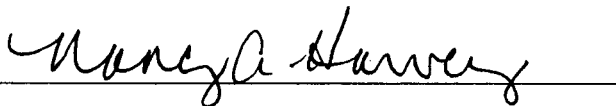
To be assigned and deposited with the City of Casper as security for the safekeeping and prompt payment of all public moneys that may be deposited with it by the administrative services director, and for the faithful performance of its duties under the law as such depository.

By Order of the Board of Directors

President: _____



Cashier: _____



RESOLUTION

WHEREAS, it is necessary for ANB Bank to properly secure the City of Casper for all monies deposited in the bank by the City of Casper Treasurer;

WHEREAS, no deposit will be made in the bank by the Treasurer unless the deposit is properly secured, and the giving of proper security is one of the considerations for receiving the deposits;

WHEREAS, the Treasurer may, when furnished proper security, carry a maximum credit balance with the bank of unlimited Dollars;

WHEREAS, the Treasurer is willing to receive securities designated by laws of Wyoming as legal collateral security as security for the deposit;

~~NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of ANB Bank that any two~~ of the following named persons, officers of the bank, are authorized and empowered to pledge to the Treasurer securities of this bank which are legal for collateral security for deposit of public funds, and which the Treasurer is willing to accept as collateral security, and in amounts and at the time the Treasurer and bank officers agree upon:

<u>Bank Officer's Name</u>	<u>Title</u>
<u>Kevin Paintner</u>	<u>Regional President</u>
<u>Susan Sturm</u>	<u>Senior Investment Officer and CFO</u>
<u>Joshua Ellis</u>	<u>Vice President -- Controller</u>
<u>Patrick Flanary</u>	<u>Vice President -- Regional Sr. Operations Officer</u>
<u>Wendy Good</u>	<u>AVP/Accounting Officer</u>
<u>Cori Hodel</u>	<u>AVP/Accounting Officer</u>

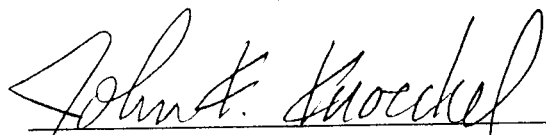
BE IT FURTHER RESOLVED that this authority given to the officers of the bank named herein to furnish collateral security to the Treasurer shall be continuing and shall be binding upon the bank until the authority given to the bank officers named herein is revoked or superseded by another resolution of this Board of Directors, verified copy of which shall be delivered by a representative of the bank to the Treasurer or mailed to the Treasurer by registered mail. The right given the officers named herein to pledge security as collateral also includes the right to give additional collateral security and to withdraw such collateral as the Treasurer is willing to surrender and the right to substitute one piece or lot of collateral for another, provided the Treasurer is willing to make such exchange or substitution.

BE IT FURTHER RESOLVED that the bank officers named herein are fully authorized and empowered to execute in the name of the bank such collateral pledge agreement in favor of City of Casper as the Treasurer requires, and any collateral pledge agreement executed or any act done by the bank officers named herein under the authority of this Resolution shall be as binding and effective upon this bank as though authorized by specific Resolution of the Board of Directors of this Bank.

CERTIFICATION

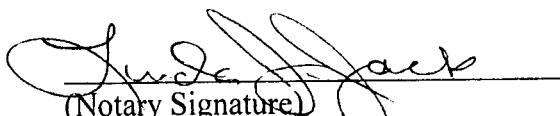
I, John F Knoeckel, Secretary of ANB Bank do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Board of Directors of said bank at a valid meeting thereof, held in its place of business this 20th day of August, 2018; that said Resolution has been included in the minutes of said meeting of the minutes book which constitutes a part of said Bank's permanent records and that the seal affixed thereto is the official corporate seal of said Bank.

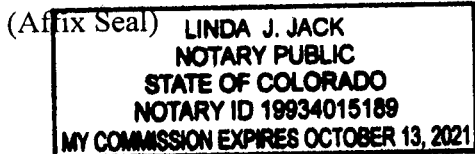
Dated this 19th day of September, 2018


(Signature)


Notary:


Subscribed and sworn to me this 19th day of September, 2018.


(Notary Signature)



December 26, 2018

MEMO TO: J. Carter Napier, City Manager 

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk 

SUBJECT: Designating the Casper Journal and the Casper Star-Tribune as the City's Official Newspapers for the Calendar Year 2019.

Meeting Type and Date:
Regular Council Meeting
January 8, 2019

Action Type: Minute Action

Recommendation:
That Council, by minute action, designate the Casper Journal and the Casper Star-Tribune as the City's official newspaper for the calendar year 2019.

Summary:
Staff recommends that the City Council designate the following named newspapers as the official newspapers for the calendar year 2019:

Casper Journal
Casper Star-Tribune


Wyoming State Statute §15-1-110 states the governing body of any city or town shall designate a legal newspaper and publish once therein the minutes of all regular and special meetings of the governing body and the titles of all ordinances passed.

Financial Considerations:
No financial considerations.

Oversight/Project Responsibility:
Fleur Tremel, City Clerk

Attachments:
None

December 18, 2018

MEMO TO: His Honor, The Mayor, and Members of City Council
FROM: J. Carter Napier, City Manager 
SUBJECT: Central Wyoming Senior Services Board Reappointments

Meeting Type & Date
Regular Council Meeting, January 8, 2018

Action Type
Minute Action

Recommendation:
That Council, by minute action, authorize the reappointments of Jennifer Rohrer and Errol Miller, to the Central Wyoming Senior Services Advisory Board.

Summary:
The Senior Services Board has two (2) members whose terms expire on December 31, 2018. They have each submitted a letter requesting to be reappointed. This was the first term for each of them, therefore they are eligible to apply for reappointment for an additional term. Ms. Rohrer and Mr. Miller will each be appointed for one (1) additional three (3) year term beginning January 1, 2019 and expiring December 31, 2021.

Financial Considerations:
No Financial Considerations.

Oversight/Project Responsibility:
Central Wyoming Senior Services Board.

Attachments:
The reappointment request letters from each member are attached.

December 27, 2018

Mayor Charles Powell
200 North David Street
Casper, WY 82601

RE: CENTRAL WYOMING SENIOR SERVICES BOARD OF DIRECTORS

Dear Mayor Powell:

At this time, I am requesting your consideration for reappointment to the Board of Directors for Central Wyoming Senior Services, Inc. I am currently completing my initial full term from January 1, 2016 to December 31, 2018 and in observance of the corporate by-laws, I am eligible to serve an additional term. I would be pleased and honored to represent the City on this board for an additional term, for the period of January 1, 2019 through December 31, 2020.

If you have any questions, please contact me at 307-577-3467. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Jennifer Rohrer". The signature is written in a cursive, flowing style.

Jennifer Rohrer

Errol Miller
270 Daffodil
Casper, WY 82604

December 27, 2018

Mayor Charles Powell
200 North David Street
Casper, WY 82601

RE: CENTRAL WYOMING SENIOR SERVICES BOARD OF DIRECTORS

Dear Mayor Powell:

At this time, I am requesting your consideration for reappointment to the Board of Directors for Central Wyoming Senior Services, Inc. I am currently completing my initial appointment to fulfill a previously unexpired term from April 1, 2016 to December 31, 2018 and in observance of the corporate by-laws, I am eligible to serve additional terms. I would be pleased and honored to represent the City on this board for an additional term, for the period of January 1, 2019 through December 31, 2021.

If you have any questions, please contact me at 307-295-1003. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Errol Miller".

Errol Miller
Retired

January 8, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tracey L. Belser, Support Services Director *TLB*
SUBJECT: That Council, by Minute Action, Appoint James W. "Tim" Monroe to a Three-year (3) Term as a Civil Service Commissioner, Effective February 1, 2019.

Meeting Type & Date:

Regular City Council Meeting, January 8, 2019.

Action Type:

Minute Action

Recommendation:

That Council, by minute action, authorize the appointment of James W. "Tim" Monroe to the Civil Service Commission for a three (3) year term expiring December 31, 2021.

Summary:

Pursuant to Wyoming State Statute 15-5-103, the Civil Service Commission consists of three (3) members who shall be appointed by the mayor and confirmed by the governing body. Each commissioner shall be a qualified elector of the city serve for a three (3) year term. Commission Chair, Lisa Graham's term expired December 31, 2018; leaving a vacancy on the board. The appointment is a voluntary position.

Public notice of this opening was published with the Casper College, the Senior Center, Wyoming Workforce Center, Rotary, and the City of Casper website, to submit a letter of interest to Human Resources. Two (2) letters of interest were received and current board member, David Dovala, and Councilman Chris Walsh interviewed both candidates.

The recommendation is to appoint:

- James W. "Tim" Monroe – three (3) year term, 1st term

Financial Considerations:

No Financial Considerations

Oversight/Project Responsibility

Heidi Rood, Human Resources Technician

Tracey Belser, Support Services Director

Attachments

Application Materials

Advertisement Copy

November 5, 2018

James W. "Tim" Monroe
1000 So. Center St.
Casper WY 82601-3734

Human Resources Office
City of Casper; 200 N. David Street
Suite 107
Casper WY 82601

I am writing in response to your call for volunteers to serve on the Public Service Commission.

I have long been aware of the work the Commission undertakes since I served on the City Council from 1997-2001. That service included a term as Mayor in 1999.

Attached is a brief resume of my experience.

Sincerely,



Tim Monroe

**James W. "Tim" Monroe
1000 South Center
Casper WY 82601**

RESUME

I am a retired Federal Civil Servant with 30 years of service. I served in several management positions in the Washington, D.C. offices of the Department of The Interior and in the Casper District of the Bureau of Land Management.

Since retiring in 1995, I have been deeply involved in civic affairs in Casper and at the State level. The latter included membership on the State Agency Law Enforcement Communications System and the State Broadband Advisory Committee. While on the Council I served on the Housing Authority Board.

I have served on several community non-profit boards and currently serve on the board of the Holy Cross Center, a food pantry. I am also a member of the Casper/Natrona County International Airport Board and am enjoying a term as President of the Board through the 3rd week of January 2019.

I served as President of the board of the Nicolaysen Art Museum during the time construction was completed and the new NIC was opened.

My interest in serving on the Civil Service Commission is simply to offer my governmental experience to the City. One note: My current meeting commitments include the afternoon of the 3rd Tuesday of every month for the Holy Cross Center board meeting and the 3rd Wednesday of every month (in the morning through early afternoon) for the Airport board meeting. I also have an exercise class Monday-Wednesday-Friday at 8:30 to 10:00.

Amy Dorman

2848 Villa Del Rey Casper WY 82604 | 307-262-8016 | catcher7868@yahoo.com

November 6, 2018

Heidi Rood
Casper WY 82601

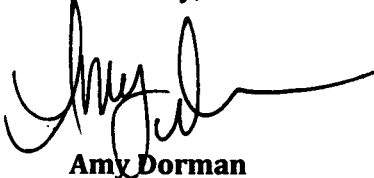
Dear Heidi Rood:

The purpose of my letter is to show interest in the Civil Service Commission vacancy. I am a native of Casper and have worked in many different areas which involves the Casper Police Department. As a citizen of Casper, I have watched the many changes of the department, the ups and downs.

I have worked in a volunteer capacity with the Natrona County Emergency Management CERT program since it started in 1999. I have also worked with ServeWyo on the board that assisted in the monetary assistance to members of the community when the fire destroyed property east of Casper. This was a great opportunity to see a group of members work through the hard times and determine what was best for the committee. Working with the school district, I know the importance of having an open mind to changes and standing firm when necessary.

The city of Casper is blessed with law enforcement agencies that are not afraid to step up to the challenges and reach out to the community in new ways. I would be honored to be on the committee to help grow the agencies and make the community a better place to live. Attached is my resume in which includes the different areas that I have contributed my experience.

Sincerely,



Amy Dorman

Work Experience:

May 2008 to
Present:

Natrona County School District #1
Student Advocate

- Worked with Circuit Court Judges, Law Enforcement, District Attorney to design, implement and sustain a program to address school and legal issues and provide students a better opportunity to be better citizens in our community
- Work with Juvenile with two or more drug offenses
- Prepared school documentation for Probation Officers and Diversion Officers
- Work with community members to provide treatment services and counseling services
- Certified to conduct Risk Assessments through PACT to determine risk level of recidivism
- Single point of contact with all schools in the district to assist in compliance with school and legal case plans
- Work with families and students as a mentor and advocate in all meetings concerning education and in turn provide the information to the courts
- Project Manager of Statewide Juvenile Justice computer system in conjunction with the designing company in Laramie WY

August 2005 to
May 2008:

CY Jr. High School/Natrona County School District #1
Administrative Manager

- Implemented and sustained the position at CY
- Handled all discipline referrals to the office
- Leader of the Crisis Management Team as well as District Leadership Team
- Answered all parent calls concerning safety, discipline, problems in school or needed to talk about their child
- Attended all court hearing in District Court
- Attended all Multi-disciplinary Team meetings for students of CY
- Attended Individual Education Plan meetings
- Attended all District Crisis Team meetings
- Attended after school activities as directed
- Supervised five employees and conduct evaluation

September 1998 to
August 2005

Natrona County Child Support Enforcement
Lead Specialist Order and Paternity Establishment

- Maintained a caseload of 589 file to include phone calls and personal interviews pertaining to establishment of paternity and court orders
- Member of the Management Team helping to supervise 32 staff members as Lead Specialist
- Assessment of case files to determine the appropriate legal action
- Defuse customer complaints either on the phone or as a personal interview
- Meet with Department of Family Services on a monthly basis
- As a Trainer prepared and conducted sessions for staff members concerning vital changes in legislation
- Assist in management duties concerning time off requests, staff conflicts, and open/closing files, audited files as per guidelines

November 1994 to
September 1998

Community Alternatives of Casper
Employment Coordinator/Resident Manager

- Work closely with the community employers to hire resident clients from various Department of Correction Facilities
- Monitor clients while in the community
- Develop relationships with the Caseworkers in regards to client employment
- Interview clients to develop a resume, complete an application and train clients on essential parts to gaining employment

July 1993 to
November 1994

Department of Family Services Youth Treatment Center
Youth Worker (Cottage staff Jr/Sr Girls)

- Monitor a cottage of Jr. and Sr. Girls
- Conduct room searches and investigations
- Assist in Group Therapy sessions
- Prepare end of shift log notes for therapist/youth workers

May 1993 to
July 1993

Crestview (Wyoming Behavioral Institute
Resident Manager (Lock Down Unit)

- Monitored Adolescents in a locked unit
- Conducted daily room searches for weapons
- Attended group sessions with the adolescents to assist in their treatment

March 1993 to
May 1993

AmeriCorps

- Conducted classes on Conflict Resolution with students at Roosevelt High School as a pilot program
- Assisted Self Help Center with teaching the community Conflict Resolution

March 1991 to
May 1993

Community Alternatives of Casper
Case Worker/Resident Manager

- Conducted security searches on a hourly basis
- Conducted searches on female clients checking for contraband and weapons
- Monitored drug testing on female residents
- Conducted in house drug testing
- Monitored residents signing in/out of the facility
- Prepared case plans for residents
- Prepared intake and release plans
- Worked closely with Wyoming Probation and Parole
- Worked with Federal Probation and Bureau of Prisons
- Prepared incident reports for discipline committee

Education:

Walden University, Minneapolis Minnesota, 2014
-Masters of Science Project Management

University of Wyoming, Casper College, Casper, Wyoming 1992
-Bachelor of Science Administration of Justice

Nominated to Who's Who among Executive Women
Nominated for the Jefferson Award for the State of Wyoming 2011

Certifications:

Community Emergence Response Team (CERT) since start of program
Trained to teach CERT through Emergency Management
Crisis Prevention Institute
Completed 12 Levels of Supervision training with NCSD #1
Certified in PACT Risk Assessments

Other Trainings:

- Internship with Casper Police Department
3 month internships each in: Records, Investigations and Patrol
- Conflict Resolution (AmeriCorp)
- Youth Protections and Abuse
- Dealing with Inappropriate Employees
- Time Management
- Critical Thinking
- Customer Service
- Documentation Preparation
- Identification of individuals under the influence of illegal substances
- Searches, Evidence Procedures and Investigations
- Wyoming Law Enforcement Academy
Probation and Parole Training

PUBLIC SERVICE OPPORTUNITY

The City of Casper is accepting applications from interested individuals who wish to serve as members of the Civil Service Commission.

The Civil Service Commission is responsible for the oversight of the City of Casper sworn police and fire personnel matters including testing procedures, entry-level testing, promotional exams and disciplinary actions. The Commission consists of three members that are committed to serve two-year terms.

We are seeking an individual who has high integrity, discretion, communication skills and professionalism. The ideal individual is community oriented and committed to being an active board member. The successful candidate must be willing to volunteer their personal time and be able to handle information with the utmost confidentiality.

If you are interested in participating in the altruistic work of this board, please submit a letter of interest, along with a brief resume of your experience, to the Human Resources Office, 200 North David Street – Suite 107, Casper, Wyoming, 82601. The deadline for accepting these applications is **Tuesday, November 6, 2018.**

If you have questions about the work of the board, please call Heidi Rood at (307) 235-8421.

