

COUNCIL MEETING AGENDA

**Casper City Council
City Hall, Council Chambers
Tuesday, September 17, 2019, 6:00 p.m.**



COUNCIL POLICY **PUBLIC STATEMENTS**

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

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

AGENDA

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **CONSIDERATION OF MINUTES OF THE SEPTEMBER 3, 2019 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON SEPTEMBER 10, 2019**
4. **CONSIDERATION OF MINUTES OF THE SEPTEMBER 3, 2019 EXECUTIVE SESSION – PERSONNEL ITEMS AND PROPERTY ACQUISITION**

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Communication Accountability Stewardship Professionalism Efficiency Responsiveness

5. CONSIDERATION OF MINUTES OF THE SEPTEMBER 10, 2019 SPECIAL COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON SEPTEMBER 15, 2019
6. CONSIDERATION OF MINUTES OF THE SEPTEMBER 10, 2019 EXECUTIVE SESSION – LITIGATION
7. CONSIDERATION OF BILLS AND CLAIMS
8. BRIGHT SPOTS IN OUR COMMUNITY
 - A. Childhood Cancer Awareness Proclamation
 - B. Census 2020
9. COMMUNICATIONS
 - A. From Persons Present
10. REMOVE ITEMS FROM THE TABLE – FOR THE OCTOBER 1, 2019 MEETING
 - A. Minute Action
 1. Amending Chapter 10.72 – Article I. – **Parades** of the Casper Municipal Code.
 2. Rescinding Resolution No. 18-259 and Authorizing a New Resolution for the **Event Policy Guide** as Revised.
11. ESTABLISH DATE OF PUBLIC HEARINGS
 - A. Consent
 1. Establish October 1, 2019, as the Public Hearing Date for Consideration of:
 - a. Rescinding Resolution Number 17-207, and Adopting **Revised Historic Preservation Program Rules and Regulations** for the City of Casper.
 - b. Amending Chapter 10.72 – Article I. **Parades** of the Casper Municipal Code.

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12. PUBLIC HEARINGS

A. **Annexation Compliance** with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to Determine if the Annexation of the **Green Valley Mobile Home Park**, Complies with W.S. 15-1-402.

1. Resolution
2. Third Reading Ordinance Approving Annexation, and Zoning of the Green Valley Mobile Home Park.

B. Minute Actions

1. New **Restaurant Liquor License No. 41** for El Burro Loco, LLC d/b/a **El Burro Loco**, Located at 2333 East Yellowstone Highway.
2. **Cancel and Re-establish Public Hearing for Sale and Terms of the Sale and Transfer of Ownership of the Real Property**, Generally known as the "**Former Plains Furniture Property**" and More Particularly Described as: Lots 16, 17, 18, 19, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32 and 33 of Block 1 of the City of Casper Addition, Casper, Natrona County, Wyoming.

13. SECOND READING ORDINANCE

A. **Vacation and Replat** Creating **Johnny J's Addition**, a Subdivision Agreement, and a Zone Change of Said Addition to C-2 (General Business), Located at 1705 East 2nd Street.

1. Communications from Persons Present

14. FIRST READING ORDINANCES

A. Amending **Chapter 12.32** of the Casper Municipal Code Regarding **Trees and Shrubs**.

1. Communications from Persons Present

B. Amending the Casper Municipal Code to **Establish a Code of Ethics**.

1. Communications from Persons Present

15. RESOLUTIONS

A. Consent

1. Establishing **Social Media Policy Guidelines** for the Casper City Council.

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15. RESOLUTIONS (continued)

A. Consent

2. Authorizing Change Order No. 2 to the agreement with JTL Group Inc., dba **Knife River**, in the Amount of \$45,667.50, for the 2019 **Residential Streets Improvements Project**.
3. Authorize a Five-Year Lease Agreement with **Hilltop National Bank** for Housing a **Mobile Data Communications Antenna and Related Equipment** to be Operated and Maintained by the City of Casper IT and Traffic Departments.
4. Approving a Contract with the **Casper-Natrona County Health Department**, in the Amount of \$540,000, for **Human Services Program**.
5. Authorizing Amendment No. 1 to the Contract for Professional Services with **Nelson/Nygaard Consulting Associates, Inc.**, in an Amount not to Exceed \$318,249, for the **Casper Area Long Range Transportation Plan**.
6. Rescinding Resolution No. 00-120 and Adopting a **Replacement Resolution** for the **Establishment of Donations, Memorials, and Gifts**.

16. MINUTE ACTION

A. Consent

1. Authorizing the Reappointment of **Kevin Hawley** to the **Casper Natrona County Travel and Tourism Board**.
2. Authorizing the Appointment of Councilman **Steve Cathey** to the **Casper Area Chamber of Commerce Board** and Councilman **Steve Freel** as the **Alternate**.

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

18. ADJOURN INTO EXECUTIVE SESSION - PERSONNEL

19. ADJOURNMENT

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Upcoming Council meetings

Council meetings

6:00 p.m. Tuesday, October 1, 2019– Council Chambers

6:00 p.m. Tuesday, October 15, 2019 – Council Chambers

Work sessions

4:30 p.m. Tuesday, September 24, 2019 – Council Meeting Room

4:30 p.m. Tuesday, October 8, 2019– Council Meeting Room

ZONING CLASSIFICATIONS

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

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City of Casper - Bills and Claims for September 17, 2019

0970 CED

	Regional Water Operations	Light bulbs for buildings	\$60.00
0970 CED			
	Regional Water Operations	Light Bulbs for Buildings	\$94.44
0970 CED			
<i>0970 CED - Total For Regional Water Operations</i>			<i>\$154.44</i>
0970 CED - ALL DEPARTMENTS			\$154.44

1GRGA WRLD CGR129245

	Training	Meals while traveling to an Apparatus Expo	\$45.00
1GRGA WRLD CGR129245			
	Training	Meals while traveling to an Apparatus Expo	\$45.00
1GRGA WRLD CGR129245			
<i>1GRGA WRLD CGR129245 - Total For Training</i>			<i>\$90.00</i>
1GRGA WRLD CGR129245 - ALL DEPARTMENTS			\$90.00

71 CONSTRUCTION, INC

	Streets	1/2" Hot Mix Asphalt	\$4,200.90
71 CONSTRUCTION, INC			
	Streets	1/2" Hot Mix Asphalt	\$3,678.21
71 CONSTRUCTION, INC			
<i>71 CONSTRUCTION, INC - Total For Streets</i>			<i>\$7,879.11</i>
	Water - Distribution	sand	\$7,622.78
71 CONSTRUCTION, INC			
	Water - Distribution	fill sand	\$938.63
71 CONSTRUCTION, INC			
	Water - Distribution	sand	\$3,648.04
71 CONSTRUCTION, INC			
<i>71 CONSTRUCTION, INC - Total For Water - Distribution</i>			<i>\$12,209.45</i>
71 CONSTRUCTION, INC - ALL DEPARTMENTS			\$20,088.56

A.M.B.I. & SHIPPING,

	City Attorney	Postage	\$10.88
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For City Attorney</i>			\$10.88
	City Manager	Postage	\$1.80
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For City Manager</i>			\$1.80
	Council	Postage	\$0.60
A.M.B.I. & SHIPPING,			
	Council	Postage	\$0.60
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For Council</i>			\$1.20
	Customer Service	Postage	\$472.73
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For Customer Service</i>			\$472.73
	Engineering	Postage	\$9.45
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For Engineering</i>			\$9.45
	Health Insurance Fund	Postage	\$1.20
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For Health Insurance Fund</i>			\$1.20
	Human Resources	Postage	\$36.34
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For Human Resources</i>			\$36.34
	Municipal Court	Postage	\$514.44
A.M.B.I. & SHIPPING,			
	Municipal Court	Postage	\$106.01
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For Municipal Court</i>			\$620.45
	Police Administration	Postage	\$550.19
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For Police Administration</i>			\$550.19
	Risk Management	postage	\$4.20
A.M.B.I. & SHIPPING,			
<i>A.M.B.I. & SHIPPING, - Total For Risk Management</i>			\$4.20

Traffic Control	Ship defective wavetronix for repair	\$15.10
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A.M.B.I. & SHIPPING,

<i>A.M.B.I. & SHIPPING, - Total For Traffic Control</i>		<i>\$15.10</i>
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A.M.B.I. & SHIPPING, - ALL DEPARTMENTS **\$1,723.54**

ADOBE CREATIVE CLOU

City Manager	COMPUTER SOFTWARE STORES	\$52.99
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ADOBE CREATIVE CLOU

City Manager	COMPUTER SOFTWARE STORES	\$52.99
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ADOBE CREATIVE CLOU

City Manager	COMPUTER SOFTWARE STORES	\$39.99
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ADOBE CREATIVE CLOU

<i>ADOBE CREATIVE CLOU - Total For City Manager</i>		<i>\$145.97</i>
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ADOBE CREATIVE CLOU - ALL DEPARTMENTS **\$145.97**

AGBONZE TAXI SERVICE

Training	Taxi Service while at Apparatus Expo	\$39.00
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AGBONZE TAXI SERVICE

<i>AGBONZE TAXI SERVICE - Total For Training</i>		<i>\$39.00</i>
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AGBONZE TAXI SERVICE - ALL DEPARTMENTS **\$39.00**

AHERN RENTALS INC

Water - Distribution	gloves, lenses	\$68.60
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AHERN RENTALS INC

<i>AHERN RENTALS INC - Total For Water - Distribution</i>		<i>\$68.60</i>
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AHERN RENTALS INC - ALL DEPARTMENTS **\$68.60**

AIR SOLUTIONS INC

Operations	Plymovent Controller for Station 1	\$1,714.60
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AIR SOLUTIONS INC

<i>AIR SOLUTIONS INC - Total For Operations</i>		<i>\$1,714.60</i>
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AIR SOLUTIONS INC - ALL DEPARTMENTS**\$1,714.60****ALBERTSONS #0060**

Fire Administration	Captains Meeting Food	\$39.31
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ALBERTSONS #0060

<i>ALBERTSONS #0060 - Total For Fire Administration</i>		<i>\$39.31</i>
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WWTP - Operations	mis-spend, reimbursed	\$24.59
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ALBERTSONS #0060

<i>ALBERTSONS #0060 - Total For WWTP - Operations</i>		<i>\$24.59</i>
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ALBERTSONS #0060 - ALL DEPARTMENTS**\$63.90****ALBERTSONS #0062**

Water - Admin	Supplies for CPU Advisory Board Meeting	\$9.98
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ALBERTSONS #0062

<i>ALBERTSONS #0062 - Total For Water - Admin</i>		<i>\$9.98</i>
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ALBERTSONS #0062 - ALL DEPARTMENTS**\$9.98****ALL CREATURES VETERI**

Animal Control	DOCTORS, PHYSICIANS	\$53.50
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ALL CREATURES VETERI

<i>ALL CREATURES VETERI - Total For Animal Control</i>		<i>\$53.50</i>
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ALL CREATURES VETERI - ALL DEPARTMENTS**\$53.50****ALLIANT INSURANCE SV**

Property Insurance Fund	Pitlick Public Official Bond	\$125.00
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ALLIANT INSURANCE SV

<i>ALLIANT INSURANCE SV - Total For Property Insurance Fund</i>		<i>\$125.00</i>
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ALLIANT INSURANCE SV - ALL DEPARTMENTS**\$125.00****ALLURETECH**

Miller St. Dorm	Miller House Internet	\$42.00
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ALLURETECH

ALLURETECH - Total For Miller St. Dorm \$42.00

ALLURETECH - ALL DEPARTMENTS \$42.00

ALPINE MOTOR SPORTS

Parks - Special Areas NOZZLE REPLACEMENT SPECIAL AREAS BACK PA \$21.96

ALPINE MOTOR SPORTS

ALPINE MOTOR SPORTS - Total For Parks - Special Areas \$21.96

ALPINE MOTOR SPORTS - ALL DEPARTMENTS \$21.96

ALSCO

Streets Uniforms \$392.96

ALSCO

ALSCO - Total For Streets \$392.96

ALSCO - ALL DEPARTMENTS \$392.96

AMAZON.COM MA24D4MU1

Ice Arena - Operations TABLET FOR MUSIC \$75.99

AMAZON.COM MA24D4MU

AMAZON.COM MA24D4MU1 - Total For Ice Arena - Operations \$75.99

AMAZON.COM MA24D4MU1 - ALL DEPARTMENTS \$75.99

AMAZON.COM MA6XD8FB0

Parks - Parks Maint. BOOK STORES \$14.85

AMAZON.COM MA6XD8FB0

AMAZON.COM MA6XD8FB0 - Total For Parks - Parks Maint. \$14.85

AMAZON.COM MA6XD8FB0 - ALL DEPARTMENTS \$14.85

AMAZON.COM MH9F67G10

Aquatics - Operations BOOK STORES \$78.36

AMAZON.COM MH9F67G10

AMAZON.COM MH9F67G10 - Total For Aquatics - Operations \$78.36

AMAZON.COM MH9F67G10 - ALL DEPARTMENTS **\$78.36**

AMAZON.COM MO22X5GU2

Police Administration BOOK STORES \$444.90

AMAZON.COM MO22X5GU

AMAZON.COM MO22X5GU2 - Total For Police Administration *\$444.90*

AMAZON.COM MO22X5GU2 - ALL DEPARTMENTS **\$444.90**

AMAZON.COM MO9LH1LS2

Ice Arena - Classes BOOK STORES \$30.91

AMAZON.COM MO9LH1LS2

AMAZON.COM MO9LH1LS2 - Total For Ice Arena - Classes *\$30.91*

AMAZON.COM MO9LH1LS2 - ALL DEPARTMENTS **\$30.91**

AMERIGAS - CASPER

Ice Arena - Operations PROPANE FOR OLY \$72.51

AMERIGAS - CASPER

Ice Arena - Operations PROPANE FOR OLY \$72.76

AMERIGAS - CASPER

Ice Arena - Operations PROPANE FOR OLY \$67.03

AMERIGAS - CASPER

Ice Arena - Operations PROPANE FOR OLY \$57.38

AMERIGAS - CASPER

Ice Arena - Operations PROPANE FOR OLY \$67.78

AMERIGAS - CASPER

AMERIGAS - CASPER - Total For Ice Arena - Operations *\$337.46*

AMERIGAS - CASPER - ALL DEPARTMENTS **\$337.46**

AMERI-TECH EQUIPMENT

Water - Distribution custom drawer unit \$1,759.88

AMERI-TECH EQUIPMENT

AMERI-TECH EQUIPMENT - Total For Water - Distribution *\$1,759.88*

AMERI-TECH EQUIPMENT - ALL DEPARTMENTS**\$1,759.88****AMZN Mktp US**

Aquatics - Aquatics Classes BOOK STORES \$35.97

AMZN Mktp US

AMZN Mktp US - Total For Aquatics - Aquatics Classes \$35.97

Parks - Parks Maint. BOOK STORES \$25.86

AMZN Mktp US

Parks - Parks Maint. BOOK STORES \$170.11

AMZN Mktp US

AMZN Mktp US - Total For Parks - Parks Maint. \$195.97

Police Grants Fund BOOK STORES \$75.58

AMZN Mktp US

AMZN Mktp US - Total For Police Grants Fund \$75.58**AMZN Mktp US - ALL DEPARTMENTS****\$307.52****ARCHITECTURALGLAZING**

Hogadon - Operations Overhead Door Company, annual inspection an \$433.50

ARCHITECTURALGLAZING

ARCHITECTURALGLAZING - Total For Hogadon - Operations \$433.50**ARCHITECTURALGLAZING - ALL DEPARTMENTS****\$433.50****ARENA PRODUCTS & SER**

Property Insurance Fund Claim #20120A- Events Flood Repairs \$2,805.35

ARENA PRODUCTS & SER

ARENA PRODUCTS & SER - Total For Property Insurance Fund \$2,805.35**ARENA PRODUCTS & SER - ALL DEPARTMENTS****\$2,805.35****ATLANTA AIRPORT**

Training Meal at BoJangles while at Apparatus Expo \$35.00

ATLANTA AIRPORT

ATLANTA AIRPORT - Total For Training \$35.00

ATLANTA AIRPORT - ALL DEPARTMENTS**\$35.00****ATLAS OFFICE PRODUCT**

	Cemetery	cemetery office supplies	\$92.10
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For Cemetery</i>			<i>\$92.10</i>
	City Attorney	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$33.49
ATLAS OFFICE PRODUCT			
	City Attorney	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$160.31
ATLAS OFFICE PRODUCT			
	City Attorney	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$60.62
ATLAS OFFICE PRODUCT			
	City Attorney	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$33.49
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For City Attorney</i>			<i>\$287.91</i>
	Fire Administration	Ink Cartridges	\$180.08
ATLAS OFFICE PRODUCT			
	Fire Administration	Print Head for Plotter	\$84.68
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For Fire Administration</i>			<i>\$264.76</i>
	Fleet Maintenance Fund	CORRECTION TAPE (11)	\$50.96
ATLAS OFFICE PRODUCT			
	Fleet Maintenance Fund	BINDERS	\$14.94
ATLAS OFFICE PRODUCT			
	Fleet Maintenance Fund	DRY ERASE MARKERS	\$24.41
ATLAS OFFICE PRODUCT			
	Fleet Maintenance Fund	INK CART FOR PRINTER	\$295.84
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For Fleet Maintenance Fund</i>			<i>\$386.15</i>
	Ft. Caspar	Office supplies--glue	\$6.18
ATLAS OFFICE PRODUCT			
	Ft. Caspar	Office supplies glue, batteries, tape	\$38.95
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For Ft. Caspar</i>			<i>\$45.13</i>

	Information Services	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$23.94
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For Information Services</i>			\$23.94
	Rec Center - Admin	TONER	\$226.36
ATLAS OFFICE PRODUCT			
	Rec Center - Admin	CREDIT	(\$226.36)
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For Rec Center - Admin</i>			\$0.00
	Regional Water Operations	Office Supply	\$91.61
ATLAS OFFICE PRODUCT			
	Regional Water Operations	Office supply	\$28.94
ATLAS OFFICE PRODUCT			
	Regional Water Operations	Office supply	\$47.00
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For Regional Water Operations</i>			\$167.55
	Sewer Fund - Collection	office supplies	\$525.28
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For Sewer Fund - Collection</i>			\$525.28
	Water - Distribution	markers	\$39.24
ATLAS OFFICE PRODUCT			
<i>ATLAS OFFICE PRODUCT - Total For Water - Distribution</i>			\$39.24
ATLAS OFFICE PRODUCT - ALL DEPARTMENTS			\$1,832.06

ATLAS REPRODUCTION I

	Planning - Admin	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$15.60
ATLAS REPRODUCTION I			
<i>ATLAS REPRODUCTION I - Total For Planning - Admin</i>			\$15.60
ATLAS REPRODUCTION I - ALL DEPARTMENTS			\$15.60

AUTOZONE #1293

	Parks - Parks Maint.	AUTOMOTIVE PARTS, ACCESSORIES STORES	\$24.99
AUTOZONE #1293			
<i>AUTOZONE #1293 - Total For Parks - Parks Maint.</i>			\$24.99

AUTOZONE #1293 - ALL DEPARTMENTS **\$24.99**

B & B RUBBER STAMP S

Police Administration	MISCELLANEOUS AND RETAIL STORES	\$47.95
B & B RUBBER STAMP S		
Police Administration	MISCELLANEOUS AND RETAIL STORES	\$15.90
B & B RUBBER STAMP S		
<i>B & B RUBBER STAMP S - Total For Police Administration</i>		<i>\$63.85</i>

B & B RUBBER STAMP S - ALL DEPARTMENTS **\$63.85**

B32 ENGINEERING GROU

Capital Projects Fund	Casper Ice Arena Chiller 15-58	\$7,755.00
B32 ENGINEERING GROU		
<i>B32 ENGINEERING GROU - Total For Capital Projects Fund</i>		<i>\$7,755.00</i>

B32 ENGINEERING GROU - ALL DEPARTMENTS **\$7,755.00**

BAILEYS ACE HDWE

Animal Control	HARDWARE STORES	\$7.98
BAILEYS ACE HDWE		
<i>BAILEYS ACE HDWE - Total For Animal Control</i>		<i>\$7.98</i>
Aquatics - Operations	HARDWARE STORES	\$54.31
BAILEYS ACE HDWE		
<i>BAILEYS ACE HDWE - Total For Aquatics - Operations</i>		<i>\$54.31</i>
Aquatics - Pool	HARDWARE STORES - Wasp Spray	\$11.97
BAILEYS ACE HDWE		
<i>BAILEYS ACE HDWE - Total For Aquatics - Pool</i>		<i>\$11.97</i>
Parks - Parks Maint.	HARDWARE STORES	\$24.96
BAILEYS ACE HDWE		
Parks - Parks Maint.	HARDWARE STORES	\$13.98
BAILEYS ACE HDWE		
Parks - Parks Maint.	HARDWARE STORES	\$21.99
BAILEYS ACE HDWE		
<i>BAILEYS ACE HDWE - Total For Parks - Parks Maint.</i>		<i>\$60.93</i>

BAILEYS ACE HDWE	Police Administration	HARDWARE STORES	\$98.06
BAILEYS ACE HDWE	Police Administration	HARDWARE STORES	\$20.88
BAILEYS ACE HDWE	Police Administration	HARDWARE STORES	\$111.97
<i>BAILEYS ACE HDWE - Total For Police Administration</i>			<i>\$230.91</i>
BAILEYS ACE HDWE	Rec Center - Classes	Tomato Cages for Adventure Camp	\$21.54
<i>BAILEYS ACE HDWE - Total For Rec Center - Classes</i>			<i>\$21.54</i>
BAILEYS ACE HDWE	Weed & Pest Fund	Parts to hook new sprayer up to a garden hose	\$6.18
<i>BAILEYS ACE HDWE - Total For Weed & Pest Fund</i>			<i>\$6.18</i>
BAILEYS ACE HDWE	WWTP - Operations	Work gloves	\$21.99
<i>BAILEYS ACE HDWE - Total For WWTP - Operations</i>			<i>\$21.99</i>
BAILEYS ACE HDWE - ALL DEPARTMENTS			\$415.81

BAR-D SIGNS, INC.

BAR-D SIGNS, INC.	Refuse - Recycling	Recycling Container Signage	\$273.60
<i>BAR-D SIGNS, INC. - Total For Refuse - Recycling</i>			<i>\$273.60</i>
BAR-D SIGNS, INC. - ALL DEPARTMENTS			\$273.60

BARGREEN ELLINGSON

BARGREEN ELLINGSON	Capital Projects Fund	Golf Course Clubhouse HVAC	\$10,043.96
<i>BARGREEN ELLINGSON - Total For Capital Projects Fund</i>			<i>\$10,043.96</i>
BARGREEN ELLINGSON - ALL DEPARTMENTS			\$10,043.96

BED BATH & BEYOND

BED BATH & BEYOND	Balefill - Proc	MISCELLANEOUS HOUSE FURNISHING SPECIALIT	\$160.05
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BED BATH & BEYOND - Total For Balefill - Proc \$160.05

BED BATH & BEYOND - ALL DEPARTMENTS **\$160.05**

BEST BUY

Police Administration ELECTRONIC SALES \$159.97

BEST BUY

BEST BUY - Total For Police Administration \$159.97

BEST BUY - ALL DEPARTMENTS **\$159.97**

BEST FRIENDS ANIMAL

Animal Control VETERINARY SERVICES \$267.64

BEST FRIENDS ANIMAL

BEST FRIENDS ANIMAL - Total For Animal Control \$267.64

BEST FRIENDS ANIMAL - ALL DEPARTMENTS **\$267.64**

BIG D #48

Police Administration AUTOMATED FUEL DISPENSERS \$24.34

BIG D #48

BIG D #48 - Total For Police Administration \$24.34

BIG D #48 - ALL DEPARTMENTS **\$24.34**

BIG WIND MEDIA, INC.

Parks - Parks Maint. 1 year domain name \$30.00

BIG WIND MEDIA, INC.

BIG WIND MEDIA, INC. - Total For Parks - Parks Maint. \$30.00

BIG WIND MEDIA, INC. - ALL DEPARTMENTS **\$30.00**

BJ'S BURGER AND BEVE

Police Administration EATING PLACES, RESTAURANTS \$36.16

BJ'S BURGER AND BEVE

BJ'S BURGER AND BEVE - Total For Police Administration \$36.16

BJ'S BURGER AND BEVE - ALL DEPARTMENTS**\$36.16****BLOEDORN LUMBER CASP**

	Parks - Parks Maint.	LUMBER AND BUILDING MATERIALS STORES	\$14.46
BLOEDORN LUMBER CASP			
	Parks - Parks Maint.	LUMBER AND BUILDING MATERIALS STORES	\$49.18
BLOEDORN LUMBER CASP			
	Parks - Parks Maint.	LUMBER AND BUILDING MATERIALS STORES	\$15.55
BLOEDORN LUMBER CASP			
	Parks - Parks Maint.	LUMBER AND BUILDING MATERIALS STORES	\$57.42
BLOEDORN LUMBER CASP			
	Parks - Parks Maint.	LUMBER AND BUILDING MATERIALS STORES	\$18.19
BLOEDORN LUMBER CASP			
	Parks - Parks Maint.	LUMBER AND BUILDING MATERIALS STORES	(\$18.19)
BLOEDORN LUMBER CASP			
<i>BLOEDORN LUMBER CASP - Total For Parks - Parks Maint.</i>			<i>\$136.61</i>
	WWTP - Operations	Daft exhaust fan repair	\$7.50
BLOEDORN LUMBER CASP			
<i>BLOEDORN LUMBER CASP - Total For WWTP - Operations</i>			<i>\$7.50</i>
BLOEDORN LUMBER CASP - ALL DEPARTMENTS			\$144.11

BLUE MOOSE BURGERS

	Police Administration	EATING PLACES, RESTAURANTS	\$20.60
BLUE MOOSE BURGERS			
<i>BLUE MOOSE BURGERS - Total For Police Administration</i>			<i>\$20.60</i>
BLUE MOOSE BURGERS - ALL DEPARTMENTS			\$20.60

BRENNTAG PACIFIC, IN

	Regional Water Operations	Ferric	\$10,491.82
BRENNTAG PACIFIC, IN			
	Regional Water Operations	Ferric	\$11,458.85
BRENNTAG PACIFIC, IN			

BRENN TAG PACIFIC, IN	Regional Water Operations	Ferric	\$11,243.09
BRENN TAG PACIFIC, IN	Regional Water Operations	Ferric	\$11,224.12
BRENN TAG PACIFIC, IN	Regional Water Operations	Ferric	\$10,306.31
BRENN TAG PACIFIC, IN	Regional Water Operations	Chemicals- Ferric	\$11,456.57
BRENN TAG PACIFIC, IN	Regional Water Operations	Chemicals-Ferric	\$10,886.36
BRENN TAG PACIFIC, IN	Regional Water Operations	Chemical-Ferric	\$10,701.70
<i>BRENN TAG PACIFIC, IN - Total For Regional Water Operations</i>			<i>\$87,768.82</i>
BRENN TAG PACIFIC, IN - ALL DEPARTMENTS			\$87,768.82

BUDGET RENT ACAR TOL

BUDGET RENT ACAR TOL	Police Administration	TOLLS, ROAD AND BRIDGE FEES	\$4.35
<i>BUDGET RENT ACAR TOL - Total For Police Administration</i>			<i>\$4.35</i>
BUDGET RENT ACAR TOL - ALL DEPARTMENTS			\$4.35

BUDGET RENT-A-CAR

BUDGET RENT-A-CAR	Police Administration	BUDGET RENT-A-CAR	\$44.05
<i>BUDGET RENT-A-CAR - Total For Police Administration</i>			<i>\$44.05</i>
BUDGET RENT-A-CAR - ALL DEPARTMENTS			\$44.05

BURGER KING #11628

BURGER KING #11628	Police Administration	FAST FOOD RESTAURANTS	\$18.98
<i>BURGER KING #11628 - Total For Police Administration</i>			<i>\$18.98</i>
BURGER KING #11628 - ALL DEPARTMENTS			\$18.98

BURGER KING #9507

City Manager	FAST FOOD RESTAURANTS	\$4.07
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BURGER KING #9507

<i>BURGER KING #9507 - Total For City Manager</i>	<i>\$4.07</i>
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BURGER KING #9507 - ALL DEPARTMENTS \$4.07

CADILLAC RANCH

Police Administration	EATING PLACES, RESTAURANTS	\$49.11
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CADILLAC RANCH

<i>CADILLAC RANCH - Total For Police Administration</i>	<i>\$49.11</i>
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CADILLAC RANCH - ALL DEPARTMENTS \$49.11

CASPAR BUILDING SYST

Balefill - Dispatch	Baler Building	204,033.00
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CASPAR BUILDING SYST

Balefill - Dispatch	MRF and Alternates	\$2,669.13
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CASPAR BUILDING SYST

<i>CASPAR BUILDING SYST - Total For Balefill - Dispatch</i>	<i>\$206,702.13</i>
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Refuse - Residential	MRF and Alternates	243,159.05
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CASPAR BUILDING SYST

<i>CASPAR BUILDING SYST - Total For Refuse - Residential</i>	<i>\$243,159.05</i>
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CASPAR BUILDING SYST - ALL DEPARTMENTS \$449,861.18

CASPER ANIMAL MEDICA

Police Administration	VETERINARY SERVICES	\$518.01
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CASPER ANIMAL MEDICA

<i>CASPER ANIMAL MEDICA - Total For Police Administration</i>	<i>\$518.01</i>
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CASPER ANIMAL MEDICA - ALL DEPARTMENTS \$518.01

CASPER AREA CHAMBER

Ice Arena - Operations	LEADERSHIP CASPER TUITION	\$1,000.00
CASPER AREA CHAMBER		
<i>CASPER AREA CHAMBER - Total For Ice Arena - Operations</i>		<i>\$1,000.00</i>
Police Administration	Leadership	\$1,000.00
CASPER AREA CHAMBER		
<i>CASPER AREA CHAMBER - Total For Police Administration</i>		<i>\$1,000.00</i>
CASPER AREA CHAMBER - ALL DEPARTMENTS		\$2,000.00

CASPER AREA TRANSPOR

CATC - Operations	July 2019 CATC/Bus Preventive Maintenance	\$637.82
CASPER AREA TRANSPOR		
CATC - Operations	July 2019 CATC/Bus Operating assistance	196,151.99
CASPER AREA TRANSPOR		
<i>CASPER AREA TRANSPOR - Total For CATC - Operations</i>		<i>\$196,789.81</i>
CASPER AREA TRANSPOR - ALL DEPARTMENTS		\$196,789.81

CASPER CONTRACTORS S

Balefill - Proc	PIPING FOR MRF BALER INSTALL	\$429.49
CASPER CONTRACTORS S		
<i>CASPER CONTRACTORS S - Total For Balefill - Proc</i>		<i>\$429.49</i>
Engineering	Premium Pointed Lath 40CT	\$114.70
CASPER CONTRACTORS S		
<i>CASPER CONTRACTORS S - Total For Engineering</i>		<i>\$114.70</i>
Streets	Concrete Bonding Agent & Tool Brushes	\$44.89
CASPER CONTRACTORS S		
<i>CASPER CONTRACTORS S - Total For Streets</i>		<i>\$44.89</i>
Water - Distribution	CURED CONCRETE	\$259.97
CASPER CONTRACTORS S		
Water - Distribution	pin flags & paint	\$685.20
CASPER CONTRACTORS S		
<i>CASPER CONTRACTORS S - Total For Water - Distribution</i>		<i>\$945.17</i>
WWTP - Operations	caulking and gun	\$322.64
CASPER CONTRACTORS S		
<i>CASPER CONTRACTORS S - Total For WWTP - Operations</i>		<i>\$322.64</i>

CASPER CONTRACTORS S - ALL DEPARTMENTS**\$1,856.89****CASPER FIRE EXTINGUI**

	Aquatics - Operations	DURABLE GOODS,NOT ELSEWHERE CLASSIFIED	\$330.00
CASPER FIRE EXTINGUI			
	Aquatics - Operations	DURABLE GOODS,NOT ELSEWHERE CLASSIFIED	\$66.00
CASPER FIRE EXTINGUI			
<i>CASPER FIRE EXTINGUI - Total For Aquatics - Operations</i>			<i>\$396.00</i>
	Fleet Maintenance Fund	FIRE EXT RE-CHARGE	\$28.22
CASPER FIRE EXTINGUI			
<i>CASPER FIRE EXTINGUI - Total For Fleet Maintenance Fund</i>			<i>\$28.22</i>
	Operations	Recharge Extinguisher for I1	\$50.25
CASPER FIRE EXTINGUI			
<i>CASPER FIRE EXTINGUI - Total For Operations</i>			<i>\$50.25</i>
CASPER FIRE EXTINGUI - ALL DEPARTMENTS			\$474.47

CASPER FORD LINCOLN

	Animal Control	AUTO AND TRUCK DEALERS-(NEW&USED)-SALE	\$11.56
CASPER FORD LINCOLN			
<i>CASPER FORD LINCOLN - Total For Animal Control</i>			<i>\$11.56</i>
CASPER FORD LINCOLN - ALL DEPARTMENTS			\$11.56

CASPER RECREATIONAL

	ice Arena - Classes	SPORTING AND RECREATIONAL CAMPS - Refere	\$290.00
CASPER RECREATIONAL			
<i>CASPER RECREATIONAL - Total For ice Arena - Classes</i>			<i>\$290.00</i>
CASPER RECREATIONAL - ALL DEPARTMENTS			\$290.00

CASPER STAR TRIBUNE

	City Clerk	Publication of the 8/6/19 City Council Meeting	\$328.80
CASPER STAR TRIBUNE			

	City Clerk	Publication of the 8/13/19 City Council Meeting	\$149.50
CASPER STAR TRIBUNE			
	City Clerk	Publication of 8/6/19 City Council Meeting Minu	\$1,954.60
CASPER STAR TRIBUNE			
	City Clerk	Publication of 8/6/19 City Council Meeting Minu	\$1,942.60
CASPER STAR TRIBUNE			
	City Clerk	Publication of 8/5/19 City Council Meeting Minu	\$189.84
CASPER STAR TRIBUNE			
<i>CASPER STAR TRIBUNE - Total For City Clerk</i>			<i>\$4,565.34</i>
CASPER STAR TRIBUNE - ALL DEPARTMENTS			\$4,565.34

CASPER STAR-TRIBUNE,

	Balefill - Dispatch	Baler Bldg. Co-Ray-Vac Final Pay	\$218.38
CASPER STAR-TRIBUNE,			
<i>CASPER STAR-TRIBUNE, - Total For Balefill - Dispatch</i>			<i>\$218.38</i>
	Planning - Admin	Notice Planning and Zoning	\$74.84
CASPER STAR-TRIBUNE,			
	Planning - Admin	Notice Casper City Council	\$64.08
CASPER STAR-TRIBUNE,			
<i>CASPER STAR-TRIBUNE, - Total For Planning - Admin</i>			<i>\$138.92</i>
	WWTP - Operations	Categorical Exclusion	\$166.56
CASPER STAR-TRIBUNE,			
<i>CASPER STAR-TRIBUNE, - Total For WWTP - Operations</i>			<i>\$166.56</i>
CASPER STAR-TRIBUNE, - ALL DEPARTMENTS			\$523.86

CASPER TIN SHOP

	Public Saftey Communication Temp Alarms repair		\$560.00
CASPER TIN SHOP			
<i>CASPER TIN SHOP - Total For Public Saftey Communication</i>			<i>\$560.00</i>
CASPER TIN SHOP - ALL DEPARTMENTS			\$560.00

CASPER WINNELSON CO

	Parks - Parks Maint.	PLUMBING & HEATING EQUIPMENT AND SUPPL	\$539.00
CASPER WINNELSON CO			
	Parks - Parks Maint.	PLUMBING & HEATING EQUIPMENT AND SUPPL	\$291.00
CASPER WINNELSON CO			
<i>CASPER WINNELSON CO - Total For Parks - Parks Maint.</i>			<i>\$830.00</i>
	WWTP - Operations	Collections bed hydrant valve	\$25.62
CASPER WINNELSON CO			
	WWTP - Operations	Nipple and union for collections bed hydrant	\$28.19
CASPER WINNELSON CO			
<i>CASPER WINNELSON CO - Total For WWTP - Operations</i>			<i>\$53.81</i>
CASPER WINNELSON CO - ALL DEPARTMENTS			\$883.81

CASPER/NATRONA COUNT

	Police Administration	AUTOMOBILE PARKING LOTS AND GARAGES	\$20.00
CASPER/NATRONA COUNT			
	Police Administration	AUTOMOBILE PARKING LOTS AND GARAGES	\$30.00
CASPER/NATRONA COUNT			
<i>CASPER/NATRONA COUNT - Total For Police Administration</i>			<i>\$50.00</i>
CASPER/NATRONA COUNT - ALL DEPARTMENTS			\$50.00

CENTRAL PAINT & BODY

	Fleet Maintenance Fund	Claim no. 2272 CA	\$3,765.72
CENTRAL PAINT & BODY			
<i>CENTRAL PAINT & BODY - Total For Fleet Maintenance Fund</i>			<i>\$3,765.72</i>
CENTRAL PAINT & BODY - ALL DEPARTMENTS			\$3,765.72

CENTRAL TRUCK & DIES

	Water - Distribution	660191 jackhammer repair	\$339.00
CENTRAL TRUCK & DIES			
<i>CENTRAL TRUCK & DIES - Total For Water - Distribution</i>			<i>\$339.00</i>
CENTRAL TRUCK & DIES - ALL DEPARTMENTS			\$339.00

CENTRAL WY. REGIONAL

Water	August 2019 System Investment Charges	\$28,036.00
CENTRAL WY. REGIONAL		
<i>CENTRAL WY. REGIONAL - Total For Water</i>		<i>\$28,036.00</i>
Water - Admin	August 2019 Water Usage	096,229.14
CENTRAL WY. REGIONAL		
<i>CENTRAL WY. REGIONAL - Total For Water - Admin</i>		<i>\$1,096,229.14</i>
CENTRAL WY. REGIONAL - ALL DEPARTMENTS		\$1,124,265.14

CENTURYLINK

Aquatics - Pool	Phone Use	\$214.90
CENTURYLINK		
Aquatics - Pool	Phone Use	\$204.03
CENTURYLINK		
Aquatics - Pool	Phone Use	\$214.88
CENTURYLINK		
Aquatics - Pool	Phone Use	\$126.51
CENTURYLINK		
<i>CENTURYLINK - Total For Aquatics - Pool</i>		<i>\$760.32</i>
City Hall/Campus Buildings	Phone Use	\$35.46
CENTURYLINK		
<i>CENTURYLINK - Total For City Hall/Campus Buildings</i>		<i>\$35.46</i>
Code Enforcement	Phone Use	\$65.08
CENTURYLINK		
<i>CENTURYLINK - Total For Code Enforcement</i>		<i>\$65.08</i>
Finance	Phone Use	\$352.80
CENTURYLINK		
<i>CENTURYLINK - Total For Finance</i>		<i>\$352.80</i>
Fire Administration	Phone Use	\$1,212.10
CENTURYLINK		
<i>CENTURYLINK - Total For Fire Administration</i>		<i>\$1,212.10</i>
Ice Arena - Operations	Phone Use	\$39.44
CENTURYLINK		
<i>CENTURYLINK - Total For Ice Arena - Operations</i>		<i>\$39.44</i>

	Metro Animal Fund - Admin	Phone Use	\$39.46
CENTURYLINK			
<i>CENTURYLINK - Total For Metro Animal Fund - Admin</i>			\$39.46
	Parking Fund	Phone Use	\$126.10
CENTURYLINK			
<i>CENTURYLINK - Total For Parking Fund</i>			\$126.10
	Parks - Parks Maint.	Phone Use	\$122.03
CENTURYLINK			
	Parks - Parks Maint.	Phone Use	\$47.34
CENTURYLINK			
<i>CENTURYLINK - Total For Parks - Parks Maint.</i>			\$169.37
	Police Administration	Phone Use	\$360.24
CENTURYLINK			
<i>CENTURYLINK - Total For Police Administration</i>			\$360.24
	Public Saftey Communication	Phone Use	\$10,960.72
CENTURYLINK			
	Public Saftey Communication	Phone Use	\$493.27
CENTURYLINK			
	Public Saftey Communication	Phone Use	\$300.80
CENTURYLINK			
	Public Saftey Communication	Phone Use	\$172.95
CENTURYLINK			
<i>CENTURYLINK - Total For Public Saftey Communication</i>			\$11,927.74
	Streets	Phone Use	\$161.90
CENTURYLINK			
<i>CENTURYLINK - Total For Streets</i>			\$161.90
	Water - Admin	Phone Use	\$195.24
CENTURYLINK			
<i>CENTURYLINK - Total For Water - Admin</i>			\$195.24
	Water - Distribution	Phone Use	\$39.44
CENTURYLINK			
<i>CENTURYLINK - Total For Water - Distribution</i>			\$39.44
	Water - Tanks	Phone Use	\$53.31
CENTURYLINK			
<i>CENTURYLINK - Total For Water - Tanks</i>			\$53.31

	WWTP - Regional Interc	Phone Use	\$2,068.65
CENTURYLINK			
<i>CENTURYLINK - Total For WWTP - Regional Interc</i>			<i>\$2,068.65</i>
CENTURYLINK - ALL DEPARTMENTS			\$17,606.65

CEUPLAN

	WWTP - Operations	training credits for shane brauchie	\$44.95
CEUPLAN			
<i>CEUPLAN - Total For WWTP - Operations</i>			<i>\$44.95</i>
CEUPLAN - ALL DEPARTMENTS			\$44.95

CH2MHILL, INC.

	WWTP - Operations	Wastewater Treatment Rehab 19-007	\$7,673.44
CH2MHILL, INC.			
	WWTP - Operations	Wastewater Treatment Rehab 19-007	\$30,008.03
CH2MHILL, INC.			
<i>CH2MHILL, INC. - Total For WWTP - Operations</i>			<i>\$37,681.47</i>
CH2MHILL, INC. - ALL DEPARTMENTS			\$37,681.47

CHALK BUTTES LANDSCA

	Capital Projects Fund	HPC Irrigation Improvements 2019	\$42,149.13
CHALK BUTTES LANDSCA			
<i>CHALK BUTTES LANDSCA - Total For Capital Projects Fund</i>			<i>\$42,149.13</i>
CHALK BUTTES LANDSCA - ALL DEPARTMENTS			\$42,149.13

CHARTER COMMUNICATIO

	Golf - Operations	Golf Tv	\$148.69
CHARTER COMMUNICATIO			
<i>CHARTER COMMUNICATIO - Total For Golf - Operations</i>			<i>\$148.69</i>
CHARTER COMMUNICATIO - ALL DEPARTMENTS			\$148.69

CHICK-FIL-A

Training	Meals while attending Fire Apparatus Expo	\$43.42
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CHICK-FIL-A

<i>CHICK-FIL-A - Total For Training</i>		<i>\$43.42</i>
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CHICK-FIL-A - ALL DEPARTMENTS		\$43.42
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CHICK-FIL-A #02906

Police Administration	FAST FOOD RESTAURANTS	\$9.28
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CHICK-FIL-A #02906

<i>CHICK-FIL-A #02906 - Total For Police Administration</i>		<i>\$9.28</i>
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CHICK-FIL-A #02906 - ALL DEPARTMENTS		\$9.28
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CHICK-FIL-A #03335

Police Administration	FAST FOOD RESTAURANTS	\$11.64
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CHICK-FIL-A #03335

<i>CHICK-FIL-A #03335 - Total For Police Administration</i>		<i>\$11.64</i>
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CHICK-FIL-A #03335 - ALL DEPARTMENTS		\$11.64
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CHILI'S #912

Police Administration	EATING PLACES, RESTAURANTS	\$38.67
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CHILI'S #912

<i>CHILI'S #912 - Total For Police Administration</i>		<i>\$38.67</i>
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CHILI'S #912 - ALL DEPARTMENTS		\$38.67
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Chopstix Asian Bistr

Police Administration	EATING PLACES, RESTAURANTS	\$16.13
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Chopstix Asian Bistr

<i>Chopstix Asian Bistr - Total For Police Administration</i>		<i>\$16.13</i>
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Chopstix Asian Bistr - ALL DEPARTMENTS		\$16.13
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CINZETTI'S ITALIAN M

Police Administration	EATING PLACES, RESTAURANTS	\$24.69
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CINZETTI'S ITALIAN M

CINZETTI'S ITALIAN M - Total For Police Administration \$24.69

CINZETTI'S ITALIAN M - ALL DEPARTMENTS \$24.69

CITY OF CASPER

Balefill - Dispatch Street Sweeping \$2,266.00

CITY OF CASPER

CITY OF CASPER - Total For Balefill - Dispatch \$2,266.00

CATC - Operations August 2019 Fuel Charges \$15,125.72

CITY OF CASPER

CATC - Operations August 2019 Workorder \$11,008.76

CITY OF CASPER

CITY OF CASPER - Total For CATC - Operations \$26,134.48

Human Resources GOLF TOURNAMENT - PARTICIPANT FEES \$1,080.00

CITY OF CASPER

CITY OF CASPER - Total For Human Resources \$1,080.00

Parks - Parks Maint. Park Trash Bins \$671.00

CITY OF CASPER

Parks - Parks Maint. Balefill \$373.86

CITY OF CASPER

CITY OF CASPER - Total For Parks - Parks Maint. \$1,044.86

Refuse - Residential Balefill \$20,340.20

CITY OF CASPER

Refuse - Residential Balefill \$5,684.30

CITY OF CASPER

Refuse - Residential Balefill \$6,131.86

CITY OF CASPER

Refuse - Residential Balefill \$6,311.80

CITY OF CASPER

Refuse - Residential Balefill \$5,975.36

CITY OF CASPER

Refuse - Residential Balefill \$5,555.13

CITY OF CASPER

Refuse - Residential Balefill \$6,205.85

CITY OF CASPER

	Refuse - Residential	Balefill	\$6,700.07
CITY OF CASPER			
	Refuse - Residential	Balefill	\$7,824.92
CITY OF CASPER			
	Refuse - Residential	Balefill	\$6,293.37
CITY OF CASPER			
<i>CITY OF CASPER - Total For Refuse - Residential</i>			<i>\$77,022.86</i>
	Sewer Fund - Admin	201 Sewer	407,258.52
CITY OF CASPER			
<i>CITY OF CASPER - Total For Sewer Fund - Admin</i>			<i>\$407,258.52</i>
	WWTP - Operations	Balefill	\$88.20
CITY OF CASPER			
	WWTP - Operations	Balefill	\$152.39
CITY OF CASPER			
	WWTP - Operations	Balefill	\$124.46
CITY OF CASPER			
	WWTP - Operations	Balefill	\$95.06
CITY OF CASPER			
<i>CITY OF CASPER - Total For WWTP - Operations</i>			<i>\$460.11</i>
CITY OF CASPER - ALL DEPARTMENTS			\$515,266.83

CIVIL ENGINEERING PR

	Capital Projects Fund	Beverly St. 18-060	\$8,849.65
CIVIL ENGINEERING PR			
<i>CIVIL ENGINEERING PR - Total For Capital Projects Fund</i>			<i>\$8,849.65</i>
CIVIL ENGINEERING PR - ALL DEPARTMENTS			\$8,849.65

COLLECTION CENTER IN

	Balefill - Dispatch	Collection Fees	\$155.82
COLLECTION CENTER IN			
	Balefill - Dispatch	NSF Check	\$166.50
COLLECTION CENTER IN			
	Balefill - Dispatch	NSF Check	\$333.50
COLLECTION CENTER IN			

COLLECTION CENTER IN	Balefill - Dispatch	NSF Check	\$166.50
COLLECTION CENTER IN	Balefill - Dispatch	NSF Check	\$333.50
<i>COLLECTION CENTER IN - Total For Balefill - Dispatch</i>			<i>\$1,155.82</i>
COLLECTION CENTER IN	Code Enforcement	Collection Fees	\$22.21
COLLECTION CENTER IN	Code Enforcement	NSF Check	\$20.12
<i>COLLECTION CENTER IN - Total For Code Enforcement</i>			<i>\$42.33</i>
COLLECTION CENTER IN	Refuse - Residential	NSF Check	\$14.62
COLLECTION CENTER IN	Refuse - Residential	NSF Check	\$33.71
COLLECTION CENTER IN	Refuse - Residential	Collection Fees	\$79.60
COLLECTION CENTER IN	Refuse - Residential	Collection Fees	\$156.33
COLLECTION CENTER IN	Refuse - Residential	Collection Fee	\$60.23
COLLECTION CENTER IN	Refuse - Residential	Collection Fees	\$103.87
COLLECTION CENTER IN	Refuse - Residential	NSF Check	\$9.50
COLLECTION CENTER IN	Refuse - Residential	NSF Check	\$18.66
COLLECTION CENTER IN	Refuse - Residential	NSF Check	\$3.35
<i>COLLECTION CENTER IN - Total For Refuse - Residential</i>			<i>\$479.87</i>
COLLECTION CENTER IN	Sewer Fund - Admin	NSF Check	\$14.18
COLLECTION CENTER IN	Sewer Fund - Admin	NSF Check	\$11.11
COLLECTION CENTER IN	Sewer Fund - Admin	NSF Check	\$2.54

	Sewer Fund - Admin	NSF Check	\$7.22
COLLECTION CENTER IN			
	Sewer Fund - Admin	Collection Fees	\$78.95
COLLECTION CENTER IN			
	Sewer Fund - Admin	Collection Fee	\$45.77
COLLECTION CENTER IN			
	Sewer Fund - Admin	Collection Fees	\$118.81
COLLECTION CENTER IN			
	Sewer Fund - Admin	Collection Fees	\$60.50
COLLECTION CENTER IN			
	Sewer Fund - Admin	NSF Check	\$25.62
COLLECTION CENTER IN			
<i>COLLECTION CENTER IN - Total For Sewer Fund - Admin</i>			<i>\$364.70</i>
	Water - Admin	Collection Fees	\$178.31
COLLECTION CENTER IN			
	Water - Admin	NSF Check	\$7.50
COLLECTION CENTER IN			
	Water - Admin	NSF Check	\$41.80
COLLECTION CENTER IN			
	Water - Admin	NSF Check	\$21.28
COLLECTION CENTER IN			
	Water - Admin	Collection Fees	\$232.67
COLLECTION CENTER IN			
	Water - Admin	Collection Fees	\$350.17
COLLECTION CENTER IN			
	Water - Admin	NSF Check	\$75.51
COLLECTION CENTER IN			
	Water - Admin	Collection Fee	\$134.91
COLLECTION CENTER IN			
	Water - Admin	NSF Check	\$32.76
COLLECTION CENTER IN			
<i>COLLECTION CENTER IN - Total For Water - Admin</i>			<i>\$1,074.91</i>
COLLECTION CENTER IN - ALL DEPARTMENTS			\$3,117.63

COLOMBO FROZEN YOGUR

Police Administration	FAST FOOD RESTAURANTS	\$7.87
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COLOMBO FROZEN YOGUR

<i>COLOMBO FROZEN YOGUR - Total For Police Administration</i>		<i>\$7.87</i>
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COLOMBO FROZEN YOGUR - ALL DEPARTMENTS **\$7.87**

COLORADO GOLF & TURF

Parks - Parks Maint.	Multi Cutter System	\$1,868.21
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COLORADO GOLF & TURF

<i>COLORADO GOLF & TURF - Total For Parks - Parks Maint.</i>		<i>\$1,868.21</i>
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Weed & Pest Fund	Parts	\$1,924.74
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COLORADO GOLF & TURF

<i>COLORADO GOLF & TURF - Total For Weed & Pest Fund</i>		<i>\$1,924.74</i>
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COLORADO GOLF & TURF - ALL DEPARTMENTS **\$3,792.95**

COMMUNICATION TECHNO

Capital Projects Fund	GTAC (body cameras) Install	\$3,693.77
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COMMUNICATION TECHNO

<i>COMMUNICATION TECHNO - Total For Capital Projects Fund</i>		<i>\$3,693.77</i>
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Operations	800 Mhz Antenna Mount	\$128.97
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COMMUNICATION TECHNO

<i>COMMUNICATION TECHNO - Total For Operations</i>		<i>\$128.97</i>
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COMMUNICATION TECHNO - ALL DEPARTMENTS **\$3,822.74**

COMTRONIX, INC.

Golf - Operations	Alarm Monitoring Oct- Dec 2019	\$122.85
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COMTRONIX, INC.

<i>COMTRONIX, INC. - Total For Golf - Operations</i>		<i>\$122.85</i>
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Planning - Admin	Data Cabling City Hall	\$454.18
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COMTRONIX, INC.

<i>COMTRONIX, INC. - Total For Planning - Admin</i>		<i>\$454.18</i>
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Police Administration	Alarm Monitoring Oct-Dec 19	\$119.85
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COMTRONIX, INC.

<i>COMTRONIX, INC. - Total For Police Administration</i>		<i>\$119.85</i>
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COMTRONIX, INC. - ALL DEPARTMENTS		\$696.88
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CONVERGEONE

Information Services	Web filter maintenance- 3 years	\$5,884.89
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CONVERGEONE

<i>CONVERGEONE - Total For Information Services</i>		<i>\$5,884.89</i>
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CONVERGEONE - ALL DEPARTMENTS		\$5,884.89
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COOPERMAN FIFE

Ft. Caspar	Items for resale in gift shop--dummy guns, toys	\$652.43
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COOPERMAN FIFE

<i>COOPERMAN FIFE - Total For Ft. Caspar</i>		<i>\$652.43</i>
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COOPERMAN FIFE - ALL DEPARTMENTS		\$652.43
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COREY T JACOBSEN

Police Administration	Meal Reimbursement	\$99.83
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COREY T JACOBSEN

<i>COREY T JACOBSEN - Total For Police Administration</i>		<i>\$99.83</i>
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COREY T JACOBSEN - ALL DEPARTMENTS		\$99.83
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COWBOY AUTO SPA

Police Administration	CAR WASHES	\$9.52
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COWBOY AUTO SPA

<i>COWBOY AUTO SPA - Total For Police Administration</i>		<i>\$9.52</i>
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COWBOY AUTO SPA - ALL DEPARTMENTS		\$9.52
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CPS DISTRIBUTORS

Cemetery	LIFE STEPS CAMPUS CEMETERY SIDE	\$1.45
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CPS DISTRIBUTORS

CPS DISTRIBUTORS	Cemetery	SERVICE CENTER LEAK REPAIR	\$19.39
CPS DISTRIBUTORS	Cemetery	LIFE STEPS CAMPUS CEMETERY SIDE LEAK REPAI	\$13.44
CPS DISTRIBUTORS	Cemetery	leak repair soccer complex	\$71.20
<i>CPS DISTRIBUTORS - Total For Cemetery</i>			<i>\$105.48</i>
CPS DISTRIBUTORS	Parks - Parks Maint.	CONSTRUCTION MATERIALS	\$28.63
<i>CPS DISTRIBUTORS - Total For Parks - Parks Maint.</i>			<i>\$28.63</i>
CPS DISTRIBUTORS - ALL DEPARTMENTS			\$134.11

CPU IIT

CPU IIT	Balefill - Dispatch	Special Waste TV/Monitor Replacement	\$2,885.00
<i>CPU IIT - Total For Balefill - Dispatch</i>			<i>\$2,885.00</i>
CPU IIT	Engineering	Laser Jet M653x color printer	\$2,199.00
<i>CPU IIT - Total For Engineering</i>			<i>\$2,199.00</i>
CPU IIT	Fleet Maintenance Fund	3 COMPUTERS AND ACCESSORIES	\$3,011.00
<i>CPU IIT - Total For Fleet Maintenance Fund</i>			<i>\$3,011.00</i>
CPU IIT	Information Services	ELECTRONIC SALES - KVM Switch for Computer I	\$259.00
CPU IIT	Information Services	Room Alert Temp for EOC datacenter	\$209.99
<i>CPU IIT - Total For Information Services</i>			<i>\$468.99</i>
CPU IIT	Police Administration	ELECTRONIC SALES	\$149.90
CPU IIT	Police Administration	ELECTRONIC SALES	\$39.99
CPU IIT	Police Administration	ELECTRONIC SALES	\$88.40
<i>CPU IIT - Total For Police Administration</i>			<i>\$278.29</i>

CPU IIT - ALL DEPARTMENTS**\$8,842.28****CRESCENT ELECTRIC SU**

Parks - Parks Maint.

Photo Cell for Adventure Playground

\$19.58

CRESCENT ELECTRIC SU

CRESCENT ELECTRIC SU - Total For Parks - Parks Maint.

\$19.58

CRESCENT ELECTRIC SU - ALL DEPARTMENTS**\$19.58****CRUM ELECTRIC SUPPLY**

WWTP - Operations

Splice and cable sleeve for centrifuge #2 breaker

\$23.48

CRUM ELECTRIC SUPPLY

CRUM ELECTRIC SUPPLY - Total For WWTP - Operations

\$23.48

CRUM ELECTRIC SUPPLY - ALL DEPARTMENTS**\$23.48****CUSTOMINK LLC**

Metro Animal Fund - Admin

MEN'S AND WOMEN'S CLOTHING STORES

\$342.09

CUSTOMINK LLC

Metro Animal Fund - Admin

MEN'S AND WOMEN'S CLOTHING STORES

\$210.97

CUSTOMINK LLC

Metro Animal Fund - Admin

MEN'S AND WOMEN'S CLOTHING STORES

\$192.34

CUSTOMINK LLC

CUSTOMINK LLC - Total For Metro Animal Fund - Admin

\$745.40

CUSTOMINK LLC - ALL DEPARTMENTS**\$745.40****CVS/PHARMACY**

Police Administration

DRUG STORES, PHARMACIES

\$15.77

CVS/PHARMACY

CVS/PHARMACY - Total For Police Administration

\$15.77

CVS/PHARMACY - ALL DEPARTMENTS**\$15.77****DANA KEPNER CO.**

	Cemetery	SOCCER COMPLEX LEAK REPAIR	\$260.00
DANA KEPNER CO.			
<i>DANA KEPNER CO. - Total For Cemetery</i>			<i>\$260.00</i>
	Water - Distribution	Poly wrap	\$217.80
DANA KEPNER CO.			
	Water - Distribution	REPAIR CLAMP	\$1,350.00
DANA KEPNER CO.			
	Water - Distribution	PVC PIPE, SLEEVES, BENDS, BOLT & GASKET PAK	\$1,052.00
DANA KEPNER CO.			
<i>DANA KEPNER CO. - Total For Water - Distribution</i>			<i>\$2,619.80</i>
DANA KEPNER CO. - ALL DEPARTMENTS			\$2,879.80

DAVIDSON FIXED INCOM

	Finance	August 2019 Investment Fees	\$4,092.21
DAVIDSON FIXED INCOM			
<i>DAVIDSON FIXED INCOM - Total For Finance</i>			<i>\$4,092.21</i>
DAVIDSON FIXED INCOM - ALL DEPARTMENTS			\$4,092.21

DBC IRRIGATION SUPPL

	Cemetery	ALTA VISTA SPRINKLER HEAD REPLACE	\$105.10
DBC IRRIGATION SUPPL			
	Cemetery	ALTA VISTA REPLACEMENT HEADS	\$3.25
DBC IRRIGATION SUPPL			
	Cemetery	17th and Collins communication station repair	\$150.55
DBC IRRIGATION SUPPL			
<i>DBC IRRIGATION SUPPL - Total For Cemetery</i>			<i>\$258.90</i>
	Parks - Athletic Maint.	return ON invoice S3494300.001 8/20/19 DBC	(\$132.71)
DBC IRRIGATION SUPPL			
<i>DBC IRRIGATION SUPPL - Total For Parks - Athletic Maint.</i>			<i>(\$132.71)</i>
	Rec Cener - Sports Prog	INDUSTRIAL SUPPLIES NOT ESLEWHERE CLASSI	\$355.70
DBC IRRIGATION SUPPL			
<i>DBC IRRIGATION SUPPL - Total For Rec Cener - Sports Prog</i>			<i>\$355.70</i>
DBC IRRIGATION SUPPL - ALL DEPARTMENTS			\$481.89

DECKER AUTO GLASS, I

	Fleet Maintenance Fund	REPL DOOR GLASS 083253	\$179.21
DECKER AUTO GLASS, I			
	Fleet Maintenance Fund	REPL WINDSHIELD 040426	\$392.13
DECKER AUTO GLASS, I			
	Fleet Maintenance Fund	LEXAN GLASS 111105	\$152.23
DECKER AUTO GLASS, I			
<i>DECKER AUTO GLASS, I - Total For Fleet Maintenance Fund</i>			<i>\$723.57</i>
DECKER AUTO GLASS, I - ALL DEPARTMENTS			\$723.57

DELL MARKETING LP

	Fleet Maintenance Fund	3 COMPUTERS AND ACCESSORIES	\$380.08
DELL MARKETING LP			
<i>DELL MARKETING LP - Total For Fleet Maintenance Fund</i>			<i>\$380.08</i>
	Human Resources	Laptop & docking station	\$380.08
DELL MARKETING LP			
	Human Resources	Workstation & phone	\$380.08
DELL MARKETING LP			
<i>DELL MARKETING LP - Total For Human Resources</i>			<i>\$760.16</i>
	Municipal Court	Court Room 1 Emergency Replacement Comput	\$380.08
DELL MARKETING LP			
<i>DELL MARKETING LP - Total For Municipal Court</i>			<i>\$380.08</i>
	Streets	Two (2) HP Elite Notebooks and VLA OFFICE PR	\$760.16
DELL MARKETING LP			
<i>DELL MARKETING LP - Total For Streets</i>			<i>\$760.16</i>
	Water - Meter	Panasonic Toughbook 31 with windows 10	\$380.08
DELL MARKETING LP			
<i>DELL MARKETING LP - Total For Water - Meter</i>			<i>\$380.08</i>
DELL MARKETING LP - ALL DEPARTMENTS			\$2,660.56

DELTA 0067384264

	City Manager	DELTA	\$353.30
DELTA 0067384264			

DELTA	0067384264 - Total For City Manager		\$353.30
	Council	DELTA	\$353.30
DELTA	0067384264		
DELTA	0067384264 - Total For Council		\$353.30
DELTA	0067384264 - ALL DEPARTMENTS		\$706.60

DELTA DENTAL PLAN OF

	Health Insurance Fund	August 2019 Dental Ins	\$33,009.58
DELTA DENTAL PLAN OF			
DELTA DENTAL PLAN OF - Total For Health Insurance Fund			\$33,009.58
DELTA DENTAL PLAN OF - ALL DEPARTMENTS			\$33,009.58

DEPT. OF FAMILY SVCS

	State	July 2019 Screenings	\$20.00
DEPT. OF FAMILY SVCS			
DEPT. OF FAMILY SVCS - Total For State			\$20.00
DEPT. OF FAMILY SVCS - ALL DEPARTMENTS			\$20.00

DFW IHOP

	Police Administration	EATING PLACES, RESTAURANTS	\$19.22
DFW IHOP			
DFW IHOP - Total For Police Administration			\$19.22
DFW IHOP - ALL DEPARTMENTS			\$19.22

DONS MOBILE CARPET I

	Urban Forestry	City Hall Flooring 19-006	\$8,280.00
DONS MOBILE CARPET I			
DONS MOBILE CARPET I - Total For Urban Forestry			\$8,280.00
DONS MOBILE CARPET I - ALL DEPARTMENTS			\$8,280.00

DOS REALES MEXICAN

	Police Administration	EATING PLACES, RESTAURANTS	\$4.64
DOS REALES MEXICAN			
<i>DOS REALES MEXICAN - Total For Police Administration</i>			<i>\$4.64</i>
DOS REALES MEXICAN - ALL DEPARTMENTS			\$4.64

DPC INDUSTRIES, INC.

	Regional Water Operations	Na Hypo	\$6,828.28
DPC INDUSTRIES, INC.			
	Regional Water Operations	NaHypo	\$6,912.19
DPC INDUSTRIES, INC.			
	Regional Water Operations	Na HyPo	\$6,870.23
DPC INDUSTRIES, INC.			
	Regional Water Operations	NaHypo	\$7,027.19
DPC INDUSTRIES, INC.			
<i>DPC INDUSTRIES, INC. - Total For Regional Water Operations</i>			<i>\$27,637.89</i>
DPC INDUSTRIES, INC. - ALL DEPARTMENTS			\$27,637.89

E&F HOLDING CO.

	Police Administration	TOWING SERVICES	\$60.00
E&F HOLDING CO.			
	Police Administration	TOWING SERVICES	\$60.00
E&F HOLDING CO.			
<i>E&F HOLDING CO. - Total For Police Administration</i>			<i>\$120.00</i>
E&F HOLDING CO. - ALL DEPARTMENTS			\$120.00

EMBASSY SUITES CENTE

	Training	Brummond room for Apparatus Expo	\$712.89
EMBASSY SUITES CENTE			
	Training	Heib Room for Apparatus Expo	\$712.89
EMBASSY SUITES CENTE			
	Training	Mason Room for Apparatus Expo	\$712.89
EMBASSY SUITES CENTE			
<i>EMBASSY SUITES CENTE - Total For Training</i>			<i>\$2,138.67</i>

EMBASSY SUITES CENTE - ALL DEPARTMENTS**\$2,138.67****EMPLOYEE REIMBURSEME**

	Buildings & Structures Fund	Clothing Reimbursement	\$108.01
EMPLOYEE REIMBURSEME			
	Buildings & Structures Fund	Work Shoe reimbursement	\$41.99
EMPLOYEE REIMBURSEME			
<i>EMPLOYEE REIMBURSEME - Total For Buildings & Structures Fund</i>			<i>\$150.00</i>
	Fleet Maintenance Fund	Tool Allotment	\$500.00
EMPLOYEE REIMBURSEME			
<i>EMPLOYEE REIMBURSEME - Total For Fleet Maintenance Fund</i>			<i>\$500.00</i>
	Human Resources	Tuition Reimbursement	\$506.37
EMPLOYEE REIMBURSEME			
<i>EMPLOYEE REIMBURSEME - Total For Human Resources</i>			<i>\$506.37</i>
	Parks - Parks Maint.	BBQ Supplies	\$134.76
EMPLOYEE REIMBURSEME			
<i>EMPLOYEE REIMBURSEME - Total For Parks - Parks Maint.</i>			<i>\$134.76</i>
	Police Administration	Clothing Reimbursement	\$231.03
EMPLOYEE REIMBURSEME			
	Police Administration	Clothing Allowance	\$500.00
EMPLOYEE REIMBURSEME			
	Police Administration	Clothing Reimbursement	\$492.26
EMPLOYEE REIMBURSEME			
	Police Administration	Clothing Reimbursement	\$270.88
EMPLOYEE REIMBURSEME			
	Police Administration	Clothing Reimbursement	\$167.95
EMPLOYEE REIMBURSEME			
<i>EMPLOYEE REIMBURSEME - Total For Police Administration</i>			<i>\$1,662.12</i>
	Police Grants Fund	Reimburse Canine Muzzle	\$142.98
EMPLOYEE REIMBURSEME			
<i>EMPLOYEE REIMBURSEME - Total For Police Grants Fund</i>			<i>\$142.98</i>
	Regional Water Operations	Clothing Reimbursement	\$100.00
EMPLOYEE REIMBURSEME			
<i>EMPLOYEE REIMBURSEME - Total For Regional Water Operations</i>			<i>\$100.00</i>

EMPLOYEE REIMBURSEME	Water - Distribution	Boot Reimbursement	\$123.29
EMPLOYEE REIMBURSEME	Water - Distribution	Distribution Level 2 Reimbursement	\$100.00
<i>EMPLOYEE REIMBURSEME - Total For Water - Distribution</i>			\$223.29
EMPLOYEE REIMBURSEME - ALL DEPARTMENTS			\$3,419.52

ENERGY LABORATORIES

ENERGY LABORATORIES	Hogadon - Operations	Monthly Potable water testing	\$22.00
<i>ENERGY LABORATORIES - Total For Hogadon - Operations</i>			\$22.00
ENERGY LABORATORIES	Regional Water Operations	Lab Test TAS	\$231.00
ENERGY LABORATORIES	Regional Water Operations	Lab Test TAS and TSS	\$248.00
<i>ENERGY LABORATORIES - Total For Regional Water Operations</i>			\$479.00
ENERGY LABORATORIES	Water - Tanks	lab testing	\$22.00
ENERGY LABORATORIES	Water - Tanks	Lab testing	\$374.00
ENERGY LABORATORIES	Water - Tanks	lab testing	\$54.00
ENERGY LABORATORIES	Water - Tanks	lab testing	\$81.00
ENERGY LABORATORIES	Water - Tanks	Lab testing	\$54.00
ENERGY LABORATORIES	Water - Tanks	lab testing	\$22.00
ENERGY LABORATORIES	Water - Tanks	Lab testing	\$374.00
ENERGY LABORATORIES	Water - Tanks	Lab testing	\$54.00
ENERGY LABORATORIES	Water - Tanks	lab testing	\$27.00

	Water - Tanks	lab testing	\$81.00
ENERGY LABORATORIES			
	Water - Tanks	lab testing	\$81.00
ENERGY LABORATORIES			
	Water - Tanks	lab testing	\$374.00
ENERGY LABORATORIES			
<i>ENERGY LABORATORIES - Total For Water - Tanks</i>			<i>\$1,598.00</i>
ENERGY LABORATORIES - ALL DEPARTMENTS			\$2,099.00

ETRAILER CORPORATION

	Parks - Parks Maint.	AUTOMOTIVE PARTS, ACCESSORIES STORES	\$66.95
ETRAILER CORPORATION			
<i>ETRAILER CORPORATION - Total For Parks - Parks Maint.</i>			<i>\$66.95</i>
ETRAILER CORPORATION - ALL DEPARTMENTS			\$66.95

EXPEDIA 745739299844

	City Manager	TRAVEL AGENCIES	\$5.84
EXPEDIA 745739299844			
<i>EXPEDIA 745739299844 - Total For City Manager</i>			<i>\$5.84</i>
	Council	TRAVEL AGENCIES	\$5.83
EXPEDIA 745739299844			
<i>EXPEDIA 745739299844 - Total For Council</i>			<i>\$5.83</i>
EXPEDIA 745739299844 - ALL DEPARTMENTS			\$11.67

EXXONMOBIL

	City Manager	AUTOMATED FUEL DISPENSERS	\$37.25
EXXONMOBIL			
	City Manager	AUTOMATED FUEL DISPENSERS	\$26.73
EXXONMOBIL			
<i>EXXONMOBIL - Total For City Manager</i>			<i>\$63.98</i>
	Operations	Fuel	\$13.75
EXXONMOBIL			

	Operations	Fuel	\$24.47
EXXONMOBIL			
	Operations	Fuel	\$36.23
EXXONMOBIL			
<i>EXXONMOBIL - Total For Operations</i>			\$74.45
	Police Administration	SERVICE STATIONS	\$3.88
EXXONMOBIL			
<i>EXXONMOBIL - Total For Police Administration</i>			\$3.88
EXXONMOBIL - ALL DEPARTMENTS			\$142.31

FACEBK 22PBBQEKH2

	Sewer Fund - Stormwater	ADVERTISING SERVICES	\$40.93
FACEBK 22PBBQEKH2			
<i>FACEBK 22PBBQEKH2 - Total For Sewer Fund - Stormwater</i>			\$40.93
FACEBK 22PBBQEKH2 - ALL DEPARTMENTS			\$40.93

FARMER BROTHERS COFF

	ice Arena - Concessions	MISC FOOD STORES-SPECIALITY,CONVENIENCE,	\$173.75
FARMER BROTHERS COFF			
<i>FARMER BROTHERS COFF - Total For ice Arena - Concessions</i>			\$173.75
FARMER BROTHERS COFF - ALL DEPARTMENTS			\$173.75

FASTENAL COMPANY

	Water - Distribution	WASHERS, NUTS, SCREWS	\$24.05
FASTENAL COMPANY			
	Water - Distribution	Credit for invoice with tax charge	(\$24.05)
FASTENAL COMPANY			
	Water - Distribution	cotter pin	\$29.19
FASTENAL COMPANY			
	Water - Distribution	Nuts, washers, screws charge without tax	\$22.90
FASTENAL COMPANY			
<i>FASTENAL COMPANY - Total For Water - Distribution</i>			\$52.09

FASTENAL COMPANY - ALL DEPARTMENTS**\$52.09****FERGUSON ENTERPRISES**

Sewer Fund - Collection

Sewer cleanout plug

\$98.62

FERGUSON ENTERPRISES

FERGUSON ENTERPRISES - Total For Sewer Fund - Collection

\$98.62

Water - Distribution

Bend, glands, bolt & gasket paks

\$133.30

FERGUSON ENTERPRISES

FERGUSON ENTERPRISES - Total For Water - Distribution

\$133.30

FERGUSON ENTERPRISES - ALL DEPARTMENTS**\$231.92****FIGRELLA PIZZERIA E**

Police Administration

EATING PLACES, RESTAURANTS

\$49.29

FIGRELLA PIZZERIA E

Police Administration

EATING PLACES, RESTAURANTS

\$27.32

FIGRELLA PIZZERIA E

FIGRELLA PIZZERIA E - Total For Police Administration

\$76.61

FIGRELLA PIZZERIA E - ALL DEPARTMENTS**\$76.61****FIGRELLA'S JACK STAC**

Police Administration

EATING PLACES, RESTAURANTS

\$26.31

FIGRELLA'S JACK STAC

FIGRELLA'S JACK STAC - Total For Police Administration

\$26.31

FIGRELLA'S JACK STAC - ALL DEPARTMENTS**\$26.31****FIRST DATA MERCHANT**

Code Enforcement

July 2019 Credit Card Fees

\$114.06

FIRST DATA MERCHANT

FIRST DATA MERCHANT - Total For Code Enforcement

\$114.06

Municipal Court

July 2019 Credit Card Fee

\$206.35

FIRST DATA MERCHANT

FIRST DATA MERCHANT - Total For Municipal Court

\$206.35

FIRST DATA MERCHANT - ALL DEPARTMENTS**\$320.41****GALLS, INC.**

	Police Administration	Safailand's Trousse	\$252.00
GALLS, INC.			
	Police Administration	Galls G-Tac Athletic	\$77.50
GALLS, INC.			
	Police Administration	Peerless Model 801 Handcuffs	\$117.00
GALLS, INC.			
	Police Administration	Point Blank Alpha Elite	\$900.00
GALLS, INC.			
	Police Administration	peerless Model 700 Handcuffs	\$257.50
GALLS, INC.			
	Police Administration	Velcro Flap Handcuff	\$55.00
GALLS, INC.			
	Police Administration	Poly Stinger Flashlight Carrier	\$125.00
GALLS, INC.			

GALLS, INC. - Total For Police Administration

\$1,784.00

GALLS, INC. - ALL DEPARTMENTS**\$1,784.00****GAMETIME**

	Capital Projects Fund	Meadow Park Replacement	\$952.23
GAMETIME			

GAMETIME - Total For Capital Projects Fund

\$952.23

GAMETIME - ALL DEPARTMENTS**\$952.23****GARLICK LAW OFFICE P**

	City Manager	Shamblen 17068547	\$619.59
GARLICK LAW OFFICE P			

GARLICK LAW OFFICE P - Total For City Manager

\$619.59

GARLICK LAW OFFICE P - ALL DEPARTMENTS**\$619.59**

GARY MARSH, INC.

Golf - Rental	Green and Cart Fees August 2019	\$23,385.60
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GARY MARSH, INC.

<i>GARY MARSH, INC. - Total For Golf - Rental</i>		<i>\$23,385.60</i>
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GARY MARSH, INC. - ALL DEPARTMENTS	\$23,385.60
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GAYLORD NATIONAL

Police Administration	GAYLORD OPRYLAND	\$28.91
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GAYLORD NATIONAL

<i>GAYLORD NATIONAL - Total For Police Administration</i>		<i>\$28.91</i>
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GAYLORD NATIONAL - ALL DEPARTMENTS	\$28.91
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GILLETTE STEEL CENTE

Balefill - Proc	STEEL PLATES FOR BALER	\$1,730.00
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GILLETTE STEEL CENTE

<i>GILLETTE STEEL CENTE - Total For Balefill - Proc</i>		<i>\$1,730.00</i>
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GILLETTE STEEL CENTE - ALL DEPARTMENTS	\$1,730.00
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GLOBAL SPECTRUM L.P.

Casper Events Center Fund	September 2019 Funding	\$82,909.91
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GLOBAL SPECTRUM L.P.

<i>GLOBAL SPECTRUM L.P. - Total For Casper Events Center Fund</i>		<i>\$82,909.91</i>
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GLOBAL SPECTRUM L.P. - ALL DEPARTMENTS	\$82,909.91
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GOODYEAR COMMERCIAL

Fleet Maintenance Fund	TIRE REMOVALS FOR DISPOSAL	\$115.09
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GOODYEAR COMMERCIAL

<i>GOODYEAR COMMERCIAL - Total For Fleet Maintenance Fund</i>		<i>\$115.09</i>
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GOODYEAR COMMERCIAL - ALL DEPARTMENTS	\$115.09
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GRAB AND GO GOURMET

	ice Arena - Concessions	FAST FOOD RESTAURANTS - Lunch Program Pop	\$100.00
GRAB AND GO GOURMET			
	ice Arena - Concessions	FAST FOOD RESTAURANTS	\$100.00
GRAB AND GO GOURMET			
	ice Arena - Concessions	FAST FOOD RESTAURANTS - Lunch Program Pop	\$100.00
GRAB AND GO GOURMET			
<i>GRAB AND GO GOURMET - Total For ice Arena - Concessions</i>			<i>\$300.00</i>
GRAB AND GO GOURMET - ALL DEPARTMENTS			\$300.00

GRAINGER, INC.

	Aquatics - Operations	INDUSTRIAL SUPPLIES NOT ESLEWHERE CLASSI	\$58.71
GRAINGER, INC.			
<i>GRAINGER, INC. - Total For Aquatics - Operations</i>			<i>\$58.71</i>
	Fleet Maintenance Fund	LABEL MAKER PRINTER CARTRIDGES	\$41.06
GRAINGER, INC.			
<i>GRAINGER, INC. - Total For Fleet Maintenance Fund</i>			<i>\$41.06</i>
	Regional Water Operations	Safety signs	\$30.27
GRAINGER, INC.			
	Regional Water Operations	Safety signs	\$10.27
GRAINGER, INC.			
	Regional Water Operations	Safety Signage	\$85.87
GRAINGER, INC.			
<i>GRAINGER, INC. - Total For Regional Water Operations</i>			<i>\$126.41</i>
	Sewer Fund - Collection	Sunflower Panel Capacitors	\$26.56
GRAINGER, INC.			
<i>GRAINGER, INC. - Total For Sewer Fund - Collection</i>			<i>\$26.56</i>
	WWTP - Operations	Filter	\$147.36
GRAINGER, INC.			
<i>GRAINGER, INC. - Total For WWTP - Operations</i>			<i>\$147.36</i>
GRAINGER, INC. - ALL DEPARTMENTS			\$400.10

GRIZZLY EXCAVATING &

	Sewer Fund - Collection	5th & Beech Sanitary Sewer Rep	\$90,452.60
GRIZZLY EXCAVATING &			

<i>GRIZZLY EXCAVATING & - Total For Sewer Fund - Collection</i>		<i>\$90,452.60</i>
GRIZZLY EXCAVATING & - ALL DEPARTMENTS		\$90,452.60

GSG ARCHITECTURE

Capital Projects Fund	Fire Station #5	\$4,845.00
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GSG ARCHITECTURE		
<i>GSG ARCHITECTURE - Total For Capital Projects Fund</i>		<i>\$4,845.00</i>
GSG ARCHITECTURE - ALL DEPARTMENTS		\$4,845.00

GUS GLOBALSTAR USA

Public Saftey Communication	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$186.92
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GUS GLOBALSTAR USA		
<i>GUS GLOBALSTAR USA - Total For Public Saftey Communication</i>		<i>\$186.92</i>
GUS GLOBALSTAR USA - ALL DEPARTMENTS		\$186.92

HARBOR FREIGHT TOOLS

Water - Distribution	CUT-OFF WHEELS	\$15.98
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HARBOR FREIGHT TOOLS		
Water - Distribution	Credit to correct charge	(\$40.32)

HARBOR FREIGHT TOOLS		
Water - Distribution	posthole digging bar	\$28.99

HARBOR FREIGHT TOOLS		
Water - Distribution	Bart's personal purchase used incorrect pcard, c	\$40.32

HARBOR FREIGHT TOOLS		
<i>HARBOR FREIGHT TOOLS - Total For Water - Distribution</i>		<i>\$44.97</i>
HARBOR FREIGHT TOOLS - ALL DEPARTMENTS		\$44.97

HDR ENGINEERING, INC

Water - Tanks	Water Rights & Supply	\$2,810.81
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HDR ENGINEERING, INC		
<i>HDR ENGINEERING, INC - Total For Water - Tanks</i>		<i>\$2,810.81</i>

HDR ENGINEERING, INC - ALL DEPARTMENTS**\$2,810.81****HERITAGELSG.COM**

Cemetery

VALVE REPAIR MATT CAMP FIELD PARK

\$94.89

HERITAGELSG.COM

HERITAGELSG.COM - Total For Cemetery

\$94.89

Parks - Parks Maint.

Irrigation Parts for Soccer Field Repair

\$101.81

HERITAGELSG.COM

HERITAGELSG.COM - Total For Parks - Parks Maint.

\$101.81

HERITAGELSG.COM - ALL DEPARTMENTS**\$196.70****HICKORY HOUSE RESTAU**

Police Administration

EATING PLACES, RESTAURANTS

\$52.40

HICKORY HOUSE RESTAU

HICKORY HOUSE RESTAU - Total For Police Administration

\$52.40

HICKORY HOUSE RESTAU - ALL DEPARTMENTS**\$52.40****HOBBY-LOBBY #0233**

Ice Arena - Operations

PICTURE FRAME

\$14.99

HOBBY-LOBBY #0233

HOBBY-LOBBY #0233 - Total For Ice Arena - Operations

\$14.99

HOBBY-LOBBY #0233 - ALL DEPARTMENTS**\$14.99****HOMAX OIL SALES, INC**

Golf - Operations

Midgrade Gasoline

\$1,065.06

HOMAX OIL SALES, INC

Golf - Operations

Diesel

\$969.17

HOMAX OIL SALES, INC

HOMAX OIL SALES, INC - Total For Golf - Operations

\$2,034.23

HOMAX OIL SALES, INC - ALL DEPARTMENTS**\$2,034.23****HOOD'S EQUIPMENT & S**

WWTP - Operations	Springs for weedeater	\$3.00
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HOOD'S EQUIPMENT & S

<i>HOOD'S EQUIPMENT & S - Total For WWTP - Operations</i>		<i>\$3.00</i>
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HOOD'S EQUIPMENT & S - ALL DEPARTMENTS		\$3.00
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HOSE & RUBBER SUPPLY

Aquatics - Pool	INDUSTRIAL SUPPLIES NOT ESLEWHERE CLASSI	\$22.39
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HOSE & RUBBER SUPPLY

<i>HOSE & RUBBER SUPPLY - Total For Aquatics - Pool</i>		<i>\$22.39</i>
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Meter Services	Hose repair and new couplings on end.	\$51.63
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HOSE & RUBBER SUPPLY

<i>HOSE & RUBBER SUPPLY - Total For Meter Services</i>		<i>\$51.63</i>
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Sewer Fund - Collection	pathogen defense system installation parts	\$11.35
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HOSE & RUBBER SUPPLY

<i>HOSE & RUBBER SUPPLY - Total For Sewer Fund - Collection</i>		<i>\$11.35</i>
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HOSE & RUBBER SUPPLY - ALL DEPARTMENTS		\$85.37
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HYATT REGENCY MINNEA

Finance	HYATT HOTELS- GFOA Conference Hotel Room	\$910.85
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HYATT REGENCY MINNEA

<i>HYATT REGENCY MINNEA - Total For Finance</i>		<i>\$910.85</i>
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HYATT REGENCY MINNEA - ALL DEPARTMENTS		\$910.85
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IMS INFRASTRUCTURE M

Capital Projects Fund	Citywide Pavement Condition 18-094	\$3,751.75
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IMS INFRASTRUCTURE M

<i>IMS INFRASTRUCTURE M - Total For Capital Projects Fund</i>		<i>\$3,751.75</i>
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IMS INFRASTRUCTURE M - ALL DEPARTMENTS		\$3,751.75
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INDUSTRIAL SCREEN &

Refuse - Commercial	GRIPPER PADS for Side Loader Gripper Arms	\$1,675.00
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INDUSTRIAL SCREEN &

<i>INDUSTRIAL SCREEN & - Total For Refuse - Commercial</i>			<i>\$1,675.00</i>
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INDUSTRIAL SCREEN & - ALL DEPARTMENTS			\$1,675.00
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INGRAM BOOK COMPANY

Ft. Caspar	Book return credit		(\$11.79)
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INGRAM BOOK COMPANY

<i>INGRAM BOOK COMPANY - Total For Ft. Caspar</i>			<i>(\$11.79)</i>
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INGRAM BOOK COMPANY - ALL DEPARTMENTS			(\$11.79)
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INSTALLATION & SVC.

Capital Projects Fund	Shooting Range- Retainage Release		\$8,869.12
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INSTALLATION & SVC.

<i>INSTALLATION & SVC. - Total For Capital Projects Fund</i>			<i>\$8,869.12</i>
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INSTALLATION & SVC. - ALL DEPARTMENTS			\$8,869.12
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INTERNATION

City Manager	CHARITABLE AND SOCIAL SERVICE ORGANIZATI		\$720.00
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INTERNATION

<i>INTERNATION - Total For City Manager</i>			<i>\$720.00</i>
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INTERNATION - ALL DEPARTMENTS			\$720.00
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INTERSTATE ALL BATTE

WWTP - Operations	Batteries		\$59.60
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INTERSTATE ALL BATTE

<i>INTERSTATE ALL BATTE - Total For WWTP - Operations</i>			<i>\$59.60</i>
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INTERSTATE ALL BATTE - ALL DEPARTMENTS			\$59.60
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INTUIT, INC.

Balefill - Proc	SHIPPING OF BALER EJECT CYLINDERS FROM GE		\$2,500.00
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INTUIT, INC.

<i>INTUIT, INC. - Total For Balefill - Proc</i>			<i>\$2,500.00</i>
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	Ft. Caspar	Campground guide ad	\$200.00
INTUIT, INC.			
	Ft. Caspar	Fort site tent repairs and set-up	\$225.00
INTUIT, INC.			
<i>INTUIT, INC. - Total For Ft. Caspar</i>			<i>\$425.00</i>
	Rec Center - Admin	Rotary Dues	\$228.00
INTUIT, INC.			
<i>INTUIT, INC. - Total For Rec Center - Admin</i>			<i>\$228.00</i>
INTUIT, INC. - ALL DEPARTMENTS			\$3,153.00

ITRON

	Meter Services	Software maintenance for water	\$2,626.93
ITRON			
<i>ITRON - Total For Meter Services</i>			<i>\$2,626.93</i>
ITRON - ALL DEPARTMENTS			\$2,626.93

JDC INVESTIGATIONS L

	Police Administration	Report Writing	\$35.00
JDC INVESTIGATIONS L			
<i>JDC INVESTIGATIONS L - Total For Police Administration</i>			<i>\$35.00</i>
JDC INVESTIGATIONS L - ALL DEPARTMENTS			\$35.00

JIMMY JOHNS -

	City Manager	FAST FOOD RESTAURANTS	\$9.03
JIMMY JOHNS -			
<i>JIMMY JOHNS - - Total For City Manager</i>			<i>\$9.03</i>
	Police Administration	FAST FOOD RESTAURANTS	\$11.39
JIMMY JOHNS -			
<i>JIMMY JOHNS - - Total For Police Administration</i>			<i>\$11.39</i>
JIMMY JOHNS - - ALL DEPARTMENTS			\$20.42

KELLYS ALIGNMENT AND

	Fleet Maintenance Fund	ALIGNMENT 230083	\$105.00
KELLYS ALIGNMENT AND			
<i>KELLYS ALIGNMENT AND - Total For Fleet Maintenance Fund</i>			<i>\$105.00</i>
KELLYS ALIGNMENT AND - ALL DEPARTMENTS			\$105.00

KISTLER TENT AND AWN

	Parks - Urban Foetry	Enlarging chainsaw chaps	\$15.00
KISTLER TENT AND AWN			
<i>KISTLER TENT AND AWN - Total For Parks - Urban Foetry</i>			<i>\$15.00</i>
KISTLER TENT AND AWN - ALL DEPARTMENTS			\$15.00

KNIFE RIVER 5701

	WWTP - Operations	Road base	\$173.03
KNIFE RIVER 5701			
<i>KNIFE RIVER 5701 - Total For WWTP - Operations</i>			<i>\$173.03</i>
KNIFE RIVER 5701 - ALL DEPARTMENTS			\$173.03

KNIFE RIVER/JTL

	Streets	1/2" Plant Mix	\$791.16
KNIFE RIVER/JTL			
	Streets	1/2" Plant Mix	\$2,416.23
KNIFE RIVER/JTL			
	Streets	1/2" Plant Mix	\$344.85
KNIFE RIVER/JTL			
<i>KNIFE RIVER/JTL - Total For Streets</i>			<i>\$3,552.24</i>
KNIFE RIVER/JTL - ALL DEPARTMENTS			\$3,552.24

KUM & GO #0934

	Police Administration	AUTOMATED FUEL DISPENSERS	\$25.77
KUM & GO #0934			
	Police Administration	AUTOMATED FUEL DISPENSERS	\$29.00
KUM & GO #0934			

<i>KUM & GO #0934 - Total For Police Administration</i>			<i>\$54.77</i>
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KUM & GO #0934 - ALL DEPARTMENTS			\$54.77
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LAW OFFICE OF HAMPTO

City Manager	July 2019 Public Defender		\$1,350.00
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LAW OFFICE OF HAMPTO

<i>LAW OFFICE OF HAMPTO - Total For City Manager</i>			<i>\$1,350.00</i>
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LAW OFFICE OF HAMPTO - ALL DEPARTMENTS			\$1,350.00
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LIFEGUARD STORE

Aquatics - Operations	FAMILY CLOTHING STORES		\$112.50
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LIFEGUARD STORE

<i>LIFEGUARD STORE - Total For Aquatics - Operations</i>			<i>\$112.50</i>
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Aquatics - Pool Classes	FAMILY CLOTHING STORES		\$113.00
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LIFEGUARD STORE

<i>LIFEGUARD STORE - Total For Aquatics - Pool Classes</i>			<i>\$113.00</i>
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LIFEGUARD STORE - ALL DEPARTMENTS			\$225.50
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LIPCO

Ft. Caspar	Items for resale in museum store		\$254.26
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LIPCO

<i>LIPCO - Total For Ft. Caspar</i>			<i>\$254.26</i>
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LIPCO - ALL DEPARTMENTS			\$254.26
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LITTLE CAESARS

Police Administration	FAST FOOD RESTAURANTS		\$7.34
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LITTLE CAESARS

<i>LITTLE CAESARS - Total For Police Administration</i>			<i>\$7.34</i>
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LITTLE CAESARS - ALL DEPARTMENTS			\$7.34
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LOGMEIN Pro2

Weed & Pest Fund	LogMeIn Subscription	\$367.49
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LOGMEIN Pro2

<i>LOGMEIN Pro2 - Total For Weed & Pest Fund</i>		<i>\$367.49</i>
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LOGMEIN Pro2 - ALL DEPARTMENTS		\$367.49
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LONG

Capital Projects Fund	Lease Facilities- Senior Center HVAC	\$2,025.70
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LONG

<i>LONG - Total For Capital Projects Fund</i>		<i>\$2,025.70</i>
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LONG - ALL DEPARTMENTS		\$2,025.70
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LULUS ASIAN BISTRO

Police Administration	EATING PLACES, RESTAURANTS	\$14.26
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LULUS ASIAN BISTRO

<i>LULUS ASIAN BISTRO - Total For Police Administration</i>		<i>\$14.26</i>
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LULUS ASIAN BISTRO - ALL DEPARTMENTS		\$14.26
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MCCOY SALES CORPORAT

Balefill - Proc	MRF BALER HOSE/INSTALL	\$1,053.85
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MCCOY SALES CORPORAT

<i>MCCOY SALES CORPORAT - Total For Balefill - Proc</i>		<i>\$1,053.85</i>
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MCCOY SALES CORPORAT - ALL DEPARTMENTS		\$1,053.85
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MCDONALD'S F35345

Police Administration	FAST FOOD RESTAURANTS	\$9.21
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MCDONALD'S F35345

Police Administration	FAST FOOD RESTAURANTS	\$8.17
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MCDONALD'S F35345

<i>MCDONALD'S F35345 - Total For Police Administration</i>		<i>\$17.38</i>
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MCDONALD'S F35345 - ALL DEPARTMENTS		\$17.38
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MCMURRY READY MIX CO

MCMURRY READY MIX CO	Streets	David and Collins	\$166.50
MCMURRY READY MIX CO	Streets	Concrete Walsh & 12th	\$321.25
MCMURRY READY MIX CO	Streets	Concrete Central Dr	\$514.00
MCMURRY READY MIX CO	Streets	Concrete Talon Drive	\$349.50
<i>MCMURRY READY MIX CO - Total For Streets</i>			<i>\$1,351.25</i>
MCMURRY READY MIX CO	Water - Distribution	Laramie & Imperial	\$166.50
MCMURRY READY MIX CO	Water - Distribution	Reed's Auto and 29th & Ash	\$349.50
MCMURRY READY MIX CO	Water - Distribution	923 Foster	\$166.50
<i>MCMURRY READY MIX CO - Total For Water - Distribution</i>			<i>\$682.50</i>
MCMURRY READY MIX CO - ALL DEPARTMENTS			\$2,033.75

MDF INDUSTRIES

MDF INDUSTRIES	Ice Arena - Operations	SKATE SHARPENING SUPPLIES	\$60.00
<i>MDF INDUSTRIES - Total For Ice Arena - Operations</i>			<i>\$60.00</i>
MDF INDUSTRIES - ALL DEPARTMENTS			\$60.00

MENARDS CASPER WY

MENARDS CASPER WY	Aquatics - Operations	HOME SUPPLY WAREHOUSE STORES	\$117.82
MENARDS CASPER WY	Aquatics - Operations	HOME SUPPLY WAREHOUSE STORES	\$299.96
<i>MENARDS CASPER WY - Total For Aquatics - Operations</i>			<i>\$417.78</i>
MENARDS CASPER WY	Parks - Parks Maint.	Wasp & Hornet Spray and cleaning supplies for	\$44.07
<i>MENARDS CASPER WY - Total For Parks - Parks Maint.</i>			<i>\$44.07</i>

	Water - Distribution	Filter discharge hose for flushing filter	\$22.01
MENARDS CASPER WY			
	Water - Distribution	Plug, couplings, nipples, elbow	\$19.91
MENARDS CASPER WY			
<i>MENARDS CASPER WY - Total For Water - Distribution</i>			<i>\$41.92</i>
	Weed & Pest Fund	Wasp & Hornet Spray and cleaning supplies for	\$35.88
MENARDS CASPER WY			
	Weed & Pest Fund	Shop towels for weed and pest storage	\$21.34
MENARDS CASPER WY			
<i>MENARDS CASPER WY - Total For Weed & Pest Fund</i>			<i>\$57.22</i>
MENARDS CASPER WY - ALL DEPARTMENTS			\$560.99

MIDLAND IMPLEMENT, I

	Golf - Operations	NURSERIES, LAWN AND GARDEN SUPPLY STORE	\$1,672.37
MIDLAND IMPLEMENT, I			
<i>MIDLAND IMPLEMENT, I - Total For Golf - Operations</i>			<i>\$1,672.37</i>
MIDLAND IMPLEMENT, I - ALL DEPARTMENTS			\$1,672.37

Miracle Recreation

	Capital Projects Fund	Bar Socket	\$39.63
Miracle Recreation			
<i>Miracle Recreation - Total For Capital Projects Fund</i>			<i>\$39.63</i>
Miracle Recreation - ALL DEPARTMENTS			\$39.63

MISAC

	Information Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWHERE	\$130.00
MISAC			
<i>MISAC - Total For Information Services</i>			<i>\$130.00</i>
MISAC - ALL DEPARTMENTS			\$130.00

MOBILE CONCRETE, INC

Water - Distribution	CONCRETE	\$105.00
MOBILE CONCRETE, INC		
<i>MOBILE CONCRETE, INC - Total For Water - Distribution</i>		<i>\$105.00</i>
MOBILE CONCRETE, INC - ALL DEPARTMENTS		\$105.00

Monson

Buildings & Structures Fund	Custodial Maintenance August 2019 BG720	\$4,758.90
Monson		
<i>Monson - Total For Buildings & Structures Fund</i>		<i>\$4,758.90</i>
Monson - ALL DEPARTMENTS		\$4,758.90

MOTOROLA SOLUTIONS

Public Saftey Communication	PSCC Services/maitenenace	\$3,954.33
MOTOROLA SOLUTIONS		
<i>MOTOROLA SOLUTIONS - Total For Public Saftey Communication</i>		<i>\$3,954.33</i>
MOTOROLA SOLUTIONS - ALL DEPARTMENTS		\$3,954.33

MOUNTAIN STATES

Police Administration	Dundas Business Cards	\$64.50
MOUNTAIN STATES		
<i>MOUNTAIN STATES - Total For Police Administration</i>		<i>\$64.50</i>
MOUNTAIN STATES - ALL DEPARTMENTS		\$64.50

MOUNTAIN STATES LITH

Rec Center - Admin	BUSINESS CARDS	\$55.23
MOUNTAIN STATES LITH		
<i>MOUNTAIN STATES LITH - Total For Rec Center - Admin</i>		<i>\$55.23</i>
MOUNTAIN STATES LITH - ALL DEPARTMENTS		\$55.23

MOUNTAIN WEST TELEPH

Golf - Operations	Internet Charge	\$49.95
MOUNTAIN WEST TELEPH		

<i>MOUNTAIN WEST TELEPH - Total For Golf - Operations</i>		<i>\$49.95</i>
Information Services	Enterprise Internet Service	\$1,003.56
MOUNTAIN WEST TELEPH		
<i>MOUNTAIN WEST TELEPH - Total For Information Services</i>		<i>\$1,003.56</i>
MOUNTAIN WEST TELEPH - ALL DEPARTMENTS		\$1,053.51

MUNICIPAL EMERGENCY

Operations	Helmets	\$752.32
MUNICIPAL EMERGENCY		
<i>MUNICIPAL EMERGENCY - Total For Operations</i>		<i>\$752.32</i>
MUNICIPAL EMERGENCY - ALL DEPARTMENTS		\$752.32

NAPA AUTO PARTS CORP

WWTP - Operations	Lubrication for clarifier chains	\$22.47
NAPA AUTO PARTS CORP		
<i>NAPA AUTO PARTS CORP - Total For WWTP - Operations</i>		<i>\$22.47</i>
WWTP - Regional Interc	Credit	(\$121.00)
NAPA AUTO PARTS CORP		
WWTP - Regional Interc	Starter	\$251.26
NAPA AUTO PARTS CORP		
<i>NAPA AUTO PARTS CORP - Total For WWTP - Regional Interc</i>		<i>\$130.26</i>
NAPA AUTO PARTS CORP - ALL DEPARTMENTS		\$152.73

NATIONAL BENEFIT SER

Health Insurance Fund	August 2019 Plan Admin Fees	\$411.75
NATIONAL BENEFIT SER		
Health Insurance Fund	July 2019 Plan Admin Fees	\$414.80
NATIONAL BENEFIT SER		
<i>NATIONAL BENEFIT SER - Total For Health Insurance Fund</i>		<i>\$826.55</i>
NATIONAL BENEFIT SER - ALL DEPARTMENTS		\$826.55

NATRONA COUNTY OFFIC

	Aquatics - Pool	Washington Park Swimming Pool	\$75.00
NATRONA COUNTY OFFIC			
	Aquatics - Pool	Mike Sedar & Aquatics	\$35.00
NATRONA COUNTY OFFIC			
	Aquatics - Pool	Washington Park Wading Pool	\$75.00
NATRONA COUNTY OFFIC			
	Aquatics - Pool	Marion Kreiner Wading pool	\$75.00
NATRONA COUNTY OFFIC			
	Aquatics - Pool	Marion Kreiner Pool	\$75.00
NATRONA COUNTY OFFIC			
<i>NATRONA COUNTY OFFIC - Total For Aquatics - Pool</i>			<i>\$335.00</i>
	Capital Projects Fund	HOJ/Det Ctr Contract for Maint	\$12,010.46
NATRONA COUNTY OFFIC			
<i>NATRONA COUNTY OFFIC - Total For Capital Projects Fund</i>			<i>\$12,010.46</i>
NATRONA COUNTY OFFIC - ALL DEPARTMENTS			\$12,345.46

NETWORK FLEET.

	Fleet Maintenance Fund	PURCHASE HARNESS KITS (10)	\$302.30
NETWORK FLEET.			
<i>NETWORK FLEET. - Total For Fleet Maintenance Fund</i>			<i>\$302.30</i>
NETWORK FLEET. - ALL DEPARTMENTS			\$302.30

NEW BELGIUM HUB

	Police Administration	FAST FOOD RESTAURANTS	\$19.74
NEW BELGIUM HUB			
<i>NEW BELGIUM HUB - Total For Police Administration</i>			<i>\$19.74</i>
NEW BELGIUM HUB - ALL DEPARTMENTS			\$19.74

NMI NATIONWIDE

	Police Administration	DIRECT MARKETING INSURANCE SERVICES	\$50.00
NMI NATIONWIDE			
<i>NMI NATIONWIDE - Total For Police Administration</i>			<i>\$50.00</i>

NMI NATIONWIDE - ALL DEPARTMENTS **\$50.00**

NOLAND FEED

	Police Administration	VARIETY STORES	\$63.45
NOLAND FEED			
	Police Administration	VARIETY STORES	\$38.45
NOLAND FEED			
<i>NOLAND FEED - Total For Police Administration</i>			<i>\$101.90</i>
NOLAND FEED - ALL DEPARTMENTS			\$101.90

NORCO, INC.

	Aquatics - Operations	Disinfectant Cleaner	\$51.67
NORCO, INC.			
<i>NORCO, INC. - Total For Aquatics - Operations</i>			<i>\$51.67</i>
	Hogadon - Operations	welding supplies	\$43.02
NORCO, INC.			
	Hogadon - Operations	Shop supplies, welding	\$164.89
NORCO, INC.			
<i>NORCO, INC. - Total For Hogadon - Operations</i>			<i>\$207.91</i>
	Parks - Parks Maint.	Toilet Paper for NC Clubhouse	\$79.83
NORCO, INC.			
<i>NORCO, INC. - Total For Parks - Parks Maint.</i>			<i>\$79.83</i>
	Sewer Fund - Collection	sunflower panel fabrication supplies	\$65.32
NORCO, INC.			
<i>NORCO, INC. - Total For Sewer Fund - Collection</i>			<i>\$65.32</i>
	WWTP - Operations	Eye glass wipes	\$28.52
NORCO, INC.			
	WWTP - Operations	Lime for drying beds	\$865.00
NORCO, INC.			
	WWTP - Operations	Lime	\$865.00
NORCO, INC.			
<i>NORCO, INC. - Total For WWTP - Operations</i>			<i>\$1,758.52</i>
NORCO, INC. - ALL DEPARTMENTS			\$2,163.25

OLD EBBITT GRILL

Police Administration	EATING PLACES, RESTAURANTS	\$63.78
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OLD EBBITT GRILL

<i>OLD EBBITT GRILL - Total For Police Administration</i>		\$63.78
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OLD EBBITT GRILL - ALL DEPARTMENTS **\$63.78**

ONE CALL OF WY.

Sewer Fund - Collection	Tickets for August	\$340.87
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ONE CALL OF WY.

<i>ONE CALL OF WY. - Total For Sewer Fund - Collection</i>		\$340.87
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Traffic Control	Monthly Street/Traffic Locates	\$182.25
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ONE CALL OF WY.

<i>ONE CALL OF WY. - Total For Traffic Control</i>		\$182.25
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Water - Distribution	Tickets for August	\$416.63
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ONE CALL OF WY.

<i>ONE CALL OF WY. - Total For Water - Distribution</i>		\$416.63
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ONE CALL OF WY. - ALL DEPARTMENTS **\$939.75**

ORKIN LLC 002

Hogadon - Operations	Pest Control	\$257.94
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ORKIN LLC 002

<i>ORKIN LLC 002 - Total For Hogadon - Operations</i>		\$257.94
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ORKIN LLC 002 - ALL DEPARTMENTS **\$257.94**

P&K MOTORCYCLES

WWTP - Operations	WWTP Ops Utility Vehicle	\$8,539.90
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P&K MOTORCYCLES

<i>P&K MOTORCYCLES - Total For WWTP - Operations</i>		\$8,539.90
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P&K MOTORCYCLES - ALL DEPARTMENTS **\$8,539.90**

PAD THAI

Police Administration	EATING PLACES, RESTAURANTS	\$17.13
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PAD THAI

<i>PAD THAI - Total For Police Administration</i>		<i>\$17.13</i>
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PAD THAI - ALL DEPARTMENTS **\$17.13**

PANDA EXPRESS

Police Administration	FAST FOOD RESTAURANTS	\$12.22
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PANDA EXPRESS

<i>PANDA EXPRESS - Total For Police Administration</i>		<i>\$12.22</i>
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PANDA EXPRESS - ALL DEPARTMENTS **\$12.22**

PANDA-CONCOURSE A

Police Administration	FAST FOOD RESTAURANTS	\$9.02
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PANDA-CONCOURSE A

<i>PANDA-CONCOURSE A - Total For Police Administration</i>		<i>\$9.02</i>
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PANDA-CONCOURSE A - ALL DEPARTMENTS **\$9.02**

PAYPAL AQUATIC JOB

Aquatics - Pool	RECREATION SUPERVISOR RECRUITMENT	\$29.00
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PAYPAL AQUATIC JOB

<i>PAYPAL AQUATIC JOB - Total For Aquatics - Pool</i>		<i>\$29.00</i>
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PAYPAL AQUATIC JOB - ALL DEPARTMENTS **\$29.00**

PAYPAL IFLIGHTTECH

Operations	UAV Repair	\$723.00
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PAYPAL IFLIGHTTECH

<i>PAYPAL IFLIGHTTECH - Total For Operations</i>		<i>\$723.00</i>
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PAYPAL IFLIGHTTECH - ALL DEPARTMENTS **\$723.00**

PAYPAL POLICE JOBS

Police Administration	TELECOMMUNICATOR RECRUITMENT	\$80.00
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PAYPAL POLICE JOBS

PAYPAL POLICE JOBS - Total For Police Administration \$80.00

PAYPAL POLICE JOBS - ALL DEPARTMENTS \$80.00

PEDEN'S INC

Parks - Parks Maint. City of Casper Shirts \$455.00

PEDEN'S INC

PEDEN'S INC - Total For Parks - Parks Maint. \$455.00

PEDEN'S INC - ALL DEPARTMENTS \$455.00

PEPPER TANK & CONTRA

WWTP - Operations Flight for DAFT \$3,200.00

PEPPER TANK & CONTRA

PEPPER TANK & CONTRA - Total For WWTP - Operations \$3,200.00

PEPPER TANK & CONTRA - ALL DEPARTMENTS \$3,200.00

PERRETTS

Police Administration EATING PLACES, RESTAURANTS \$13.29

PERRETTS

PERRETTS - Total For Police Administration \$13.29

PERRETTS - ALL DEPARTMENTS \$13.29

PILOT

Police Administration AUTOMATED FUEL DISPENSERS \$28.88

PILOT

PILOT - Total For Police Administration \$28.88

PILOT - ALL DEPARTMENTS \$28.88

PIONEER ATHLETICS

Rec Cener - Sports Prog CHEMICALS AND ALLIED PRODUCTS NOT ESLEW \$405.75

PIONEER ATHLETICS

PIONEER ATHLETICS - Total For Rec Cener - Sports Prog \$405.75

PIONEER ATHLETICS - ALL DEPARTMENTS

\$405.75

PLAYITAGAINSP

Capital Projects Fund

Hockey Rental Equipment - Equipment from Cap \$1,246.00

PLAYITAGAINSP

PLAYITAGAINSP - Total For Capital Projects Fund

\$1,246.00

PLAYITAGAINSP - ALL DEPARTMENTS

\$1,246.00

POSTAL PROS, INC.

Customer Service

Utility Billing

\$2,879.37

POSTAL PROS, INC.

POSTAL PROS, INC. - Total For Customer Service

\$2,879.37

POSTAL PROS, INC. - ALL DEPARTMENTS

\$2,879.37

PP TRAINXPRESS

Training

Taxi Service while at Apparatus Expo

\$55.00

PP TRAINXPRESS

PP TRAINXPRESS - Total For Training

\$55.00

PP TRAINXPRESS - ALL DEPARTMENTS

\$55.00

PURVIS INDUSTRIES

WWTP - Operations

Hoses for dewatering pumps

\$104.83

PURVIS INDUSTRIES

PURVIS INDUSTRIES - Total For WWTP - Operations

\$104.83

PURVIS INDUSTRIES - ALL DEPARTMENTS

\$104.83

QQEST SOFTWARE SYSTE

Human Resources

TIMEFORCE MONTHLY USER FEES

\$2,540.00

QQEST SOFTWARE SYSTE

QQEST SOFTWARE SYSTE - Total For Human Resources

\$2,540.00

QQEST SOFTWARE SYSTE - ALL DEPARTMENTS

\$2,540.00

RACCAS PIZZERIA NAPO

City Manager	EATING PLACES, RESTAURANTS	\$21.50
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RACCAS PIZZERIA NAPO

<i>RACCAS PIZZERIA NAPO - Total For City Manager</i>		<i>\$21.50</i>
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RACCAS PIZZERIA NAPO - ALL DEPARTMENTS **\$21.50**

RACETRAC 210

Police Administration	AUTOMATED FUEL DISPENSERS	\$13.61
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RACETRAC 210

<i>RACETRAC 210 - Total For Police Administration</i>		<i>\$13.61</i>
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RACETRAC 210 - ALL DEPARTMENTS **\$13.61**

RACETRAC641

Police Administration	AUTOMATED FUEL DISPENSERS	\$29.03
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RACETRAC641

<i>RACETRAC641 - Total For Police Administration</i>		<i>\$29.03</i>
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RACETRAC641 - ALL DEPARTMENTS **\$29.03**

RAMSHORN CONSTRUCTIO

Capital Projects Fund	Bryan Stock Trail and Metro Rd. 18-019 CREDITS (\$8,977.15)	
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RAMSHORN CONSTRUCTIO

Capital Projects Fund	Bryan Stock Trail and Metro Rd. 18-019	\$88,870.11
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RAMSHORN CONSTRUCTIO

Capital Projects Fund	13th St. Improvements 18-075	167,487.33
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RAMSHORN CONSTRUCTIO

<i>RAMSHORN CONSTRUCTIO - Total For Capital Projects Fund</i>		<i>\$247,380.29</i>
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Refuse - Recycling	Bryan Stock Trail and Metro Rd. 18-019	\$11,781.80
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RAMSHORN CONSTRUCTIO

Refuse - Recycling	Bryan Stock Trail and Metro Rd. 18-019 CREDITS (\$1,190.13)	
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RAMSHORN CONSTRUCTIO

<i>RAMSHORN CONSTRUCTIO - Total For Refuse - Recycling</i>		<i>\$10,591.67</i>
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	Water - Distribution	Bryan Stock Trail and Metro Rd. 18-019 CREDITS (\$1,538.66)	
RAMSHORN CONSTRUCTIO			
	Water - Distribution	Bryan Stock Trail and Metro Rd. 18-019	\$15,232.09
RAMSHORN CONSTRUCTIO			
<i>RAMSHORN CONSTRUCTIO - Total For Water - Distribution</i>			<i>\$13,693.43</i>
RAMSHORN CONSTRUCTIO - ALL DEPARTMENTS			\$271,665.39

RED ROBIN NO

	Police Administration	EATING PLACES, RESTAURANTS	\$13.02
RED ROBIN NO			
<i>RED ROBIN NO - Total For Police Administration</i>			<i>\$13.02</i>
RED ROBIN NO - ALL DEPARTMENTS			\$13.02

REED'S AUTOMOTIVE &

	Fleet Maintenance Fund	EXHAUST REPAIR 230080	\$176.35
REED'S AUTOMOTIVE &			
	Fleet Maintenance Fund	MOVE EXHAUST 230086	\$220.33
REED'S AUTOMOTIVE &			
<i>REED'S AUTOMOTIVE & - Total For Fleet Maintenance Fund</i>			<i>\$396.68</i>
REED'S AUTOMOTIVE & - ALL DEPARTMENTS			\$396.68

RIDLEY'S 1132

	Rec Center - Admin	GROCERY STORES, SUPERMARKETS	\$27.93
RIDLEY'S 1132			
<i>RIDLEY'S 1132 - Total For Rec Center - Admin</i>			<i>\$27.93</i>
RIDLEY'S 1132 - ALL DEPARTMENTS			\$27.93

RIEDEL SKATES

	Capital Projects Fund	RENTAL SKATES	\$6,226.35
RIEDEL SKATES			
<i>RIEDEL SKATES - Total For Capital Projects Fund</i>			<i>\$6,226.35</i>

RIEDEL SKATES - ALL DEPARTMENTS**\$6,226.35****ROCKY MOUNTAIN AIR S**

Regional Water Operations	Chemicals Oxygen	\$3,533.43
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ROCKY MOUNTAIN AIR S

<i>ROCKY MOUNTAIN AIR S - Total For Regional Water Operations</i>		<i>\$3,533.43</i>
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Water - Distribution	monthly cylinder rental charges	\$21.47
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ROCKY MOUNTAIN AIR S

<i>ROCKY MOUNTAIN AIR S - Total For Water - Distribution</i>		<i>\$21.47</i>
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ROCKY MOUNTAIN AIR S - ALL DEPARTMENTS**\$3,554.90****ROCKY MOUNTAIN POWER**

Aquatics - Operations	Electricity	\$4,656.36
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ROCKY MOUNTAIN POWER

<i>ROCKY MOUNTAIN POWER - Total For Aquatics - Operations</i>		<i>\$4,656.36</i>
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City Center	Electricity	\$909.53
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ROCKY MOUNTAIN POWER

<i>ROCKY MOUNTAIN POWER - Total For City Center</i>		<i>\$909.53</i>
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City Hall/Campus Buildings	Electricity	\$4,974.43
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ROCKY MOUNTAIN POWER

<i>ROCKY MOUNTAIN POWER - Total For City Hall/Campus Buildings</i>		<i>\$4,974.43</i>
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Fire Administration	Electricity	\$665.32
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ROCKY MOUNTAIN POWER

<i>ROCKY MOUNTAIN POWER - Total For Fire Administration</i>		<i>\$665.32</i>
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Ft. Caspar	Electricity	\$893.25
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ROCKY MOUNTAIN POWER

<i>ROCKY MOUNTAIN POWER - Total For Ft. Caspar</i>		<i>\$893.25</i>
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Golf - Operations	Electricity	\$4,858.32
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ROCKY MOUNTAIN POWER

<i>ROCKY MOUNTAIN POWER - Total For Golf - Operations</i>		<i>\$4,858.32</i>
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Hogadon - Operations	Electricity	\$1,176.13
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ROCKY MOUNTAIN POWER

Hogadon - Operations	Electricity	\$600.75
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ROCKY MOUNTAIN POWER

<i>ROCKY MOUNTAIN POWER - Total For Hogadon - Operations</i>		<i>\$1,776.88</i>
Ice Arena - Operations	Electricity	\$6,046.98
ROCKY MOUNTAIN POWER		
<i>ROCKY MOUNTAIN POWER - Total For Ice Arena - Operations</i>		<i>\$6,046.98</i>
Marathon Bldg	Electricity	\$452.11
ROCKY MOUNTAIN POWER		
<i>ROCKY MOUNTAIN POWER - Total For Marathon Bldg</i>		<i>\$452.11</i>
Miller St. Dorm	Electricity	\$49.00
ROCKY MOUNTAIN POWER		
<i>ROCKY MOUNTAIN POWER - Total For Miller St. Dorm</i>		<i>\$49.00</i>
Parks - Parks Maint.	Electricity	\$87.63
ROCKY MOUNTAIN POWER		
<i>ROCKY MOUNTAIN POWER - Total For Parks - Parks Maint.</i>		<i>\$87.63</i>
Public Saftey Communication	Electricity	\$341.83
ROCKY MOUNTAIN POWER		
<i>ROCKY MOUNTAIN POWER - Total For Public Saftey Communication</i>		<i>\$341.83</i>
Rec Center - Operations	Electricity	\$4,502.11
ROCKY MOUNTAIN POWER		
<i>ROCKY MOUNTAIN POWER - Total For Rec Center - Operations</i>		<i>\$4,502.11</i>
Sewer Fund - Collection	Electricity	\$45.51
ROCKY MOUNTAIN POWER		
<i>ROCKY MOUNTAIN POWER - Total For Sewer Fund - Collection</i>		<i>\$45.51</i>
WWTP - Operations	Electricity	\$164.70
ROCKY MOUNTAIN POWER		
<i>ROCKY MOUNTAIN POWER - Total For WWTP - Operations</i>		<i>\$164.70</i>
ROCKY MOUNTAIN POWER - ALL DEPARTMENTS		\$30,423.96

Rooter

Parks - Parks Maint.	Provide/Install/Service Rented Portable Toilets	\$5,585.52
Rooter		
Parks - Parks Maint.	Provide/Install/Service Rented Portable Toilets	\$537.68
Rooter		
Parks - Parks Maint.	Provide/Install/Service Rented Portable Toilets	\$219.12
Rooter		
<i>Rooter - Total For Parks - Parks Maint.</i>		<i>\$6,342.32</i>

Router - ALL DEPARTMENTS**\$6,342.32****SALTUS TECHNOLOGIES,**

Police Administration

RuggedJet 4030 USB/Power Kit

\$114.40

SALTUS TECHNOLOGIES,

SALTUS TECHNOLOGIES, - Total For Police Administration

\$114.40

SALTUS TECHNOLOGIES, - ALL DEPARTMENTS**\$114.40****SAMS CLUB #6425**

Aquatics - Concessions

WHOLESALE CLUBS

\$129.12

SAMS CLUB #6425

Aquatics - Concessions

WHOLESALE CLUBS - Concessions Supplies

\$454.08

SAMS CLUB #6425

Aquatics - Concessions

WHOLESALE CLUBS Hot dog buns for Concessio

\$7.92

SAMS CLUB #6425

Aquatics - Concessions

WHOLESALE CLUBS - Concessions Supplies

\$196.40

SAMS CLUB #6425

Aquatics - Concessions

WHOLESALE CLUBS

\$26.96

SAMS CLUB #6425

Aquatics - Concessions

WHOLESALE CLUBS - Concessions Supplies

\$129.74

SAMS CLUB #6425

Aquatics - Concessions

WHOLESALE CLUBS - Concession Supplies

\$287.81

SAMS CLUB #6425

Aquatics - Concessions

WHOLESALE CLUBS - Concessions supplies

\$170.92

SAMS CLUB #6425

SAMS CLUB #6425 - Total For Aquatics - Concessions

\$1,402.95

Aquatics - Operations

SAMS

\$94.54

SAMS CLUB #6425

SAMS CLUB #6425 - Total For Aquatics - Operations

\$94.54

Fire Administration

Coffee and Dish soap for admin

\$25.32

SAMS CLUB #6425

SAMS CLUB #6425 - Total For Fire Administration

\$25.32

Ice Arena - Operations

WHOLESALE CLUBS - Toilet paper, tissues, brillo

\$37.30

SAMS CLUB #6425

	Ice Arena - Operations	WHOLESALE CLUBS - Scissors and Envelopes	\$20.96
SAMS CLUB #6425			
<i>SAMS CLUB #6425 - Total For Ice Arena - Operations</i>			\$58.26
	Police Administration	WHOLESALE CLUBS	\$85.26
SAMS CLUB #6425			
<i>SAMS CLUB #6425 - Total For Police Administration</i>			\$85.26
	Rec Center - Operations	SAMS	\$15.88
SAMS CLUB #6425			
	Rec Center - Operations	SAMS	\$26.94
SAMS CLUB #6425			
<i>SAMS CLUB #6425 - Total For Rec Center - Operations</i>			\$42.82
SAMS CLUB #6425 - ALL DEPARTMENTS			\$1,709.15

SAMSCLUB #6425

	Aquatics - Concessions	WHOLESALE CLUBS - Concessions Supplies	\$136.01
SAMSCLUB #6425			
	Aquatics - Concessions	Concessions Supplies	(\$7.92)
SAMSCLUB #6425			
	Aquatics - Concessions	WHOLESALE CLUBS - Concessions Supplies	\$249.35
SAMSCLUB #6425			
	Aquatics - Concessions	WHOLESALE CLUBS	\$348.26
SAMSCLUB #6425			
	Aquatics - Concessions	WHOLESALE CLUBS	\$465.42
SAMSCLUB #6425			
<i>SAMSCLUB #6425 - Total For Aquatics - Concessions</i>			\$1,191.12
	City Manager	CITY COUNCIL	\$102.30
SAMSCLUB #6425			
<i>SAMSCLUB #6425 - Total For City Manager</i>			\$102.30
	ice Arena - Concessions	WHOLESALE CLUBS - Pretzels	\$36.84
SAMSCLUB #6425			
	ice Arena - Concessions	WHOLESALE CLUBS	\$69.46
SAMSCLUB #6425			
	ice Arena - Concessions	WHOLESALE CLUBS	\$71.24
SAMSCLUB #6425			

ice Arena - Concessions	WHOLESALE CLUBS	\$36.84
SAMSCLUB #6425		
<i>SAMSCLUB #6425 - Total For ice Arena - Concessions</i>		\$214.38
Police Administration	WHOLESALE CLUBS	\$359.94
SAMSCLUB #6425		
Police Administration	WHOLESALE CLUBS	\$4.58
SAMSCLUB #6425		
<i>SAMSCLUB #6425 - Total For Police Administration</i>		\$364.52
SAMSCLUB #6425 - ALL DEPARTMENTS		\$1,872.32

SAMSCLUB.COM

Aquatics - Concessions	WHOLESALE CLUBS - Concessions Supplies	\$740.94
SAMSCLUB.COM		
<i>SAMSCLUB.COM - Total For Aquatics - Concessions</i>		\$740.94
ice Arena - Concessions	WHOLESALE CLUBS	\$330.18
SAMSCLUB.COM		
<i>SAMSCLUB.COM - Total For ice Arena - Concessions</i>		\$330.18
SAMSCLUB.COM - ALL DEPARTMENTS		\$1,071.12

SARA LEE SANDWICH SH

Police Administration	FAST FOOD RESTAURANTS	\$14.03
SARA LEE SANDWICH SH		
<i>SARA LEE SANDWICH SH - Total For Police Administration</i>		\$14.03
SARA LEE SANDWICH SH - ALL DEPARTMENTS		\$14.03

SCP DISTRIBUTORS

Aquatics - Operations	INDUSTRIAL SUPPLIES NOT ESLEWHERE CLASSI	\$581.56
SCP DISTRIBUTORS		
<i>SCP DISTRIBUTORS - Total For Aquatics - Operations</i>		\$581.56
SCP DISTRIBUTORS - ALL DEPARTMENTS		\$581.56

SHELL OIL 5744651130

	Police Administration	AUTOMATED FUEL DISPENSERS	\$20.01
SHELL OIL 5744651130			
	Police Administration	AUTOMATED FUEL DISPENSERS	\$10.00
SHELL OIL 5744651130			
<i>SHELL OIL 5744651130 - Total For Police Administration</i>			<i>\$30.01</i>
SHELL OIL 5744651130 - ALL DEPARTMENTS			\$30.01

SHERRIES PLACE

	City Manager	EATING PLACES, RESTAURANTS	\$14.00
SHERRIES PLACE			
<i>SHERRIES PLACE - Total For City Manager</i>			<i>\$14.00</i>
SHERRIES PLACE - ALL DEPARTMENTS			\$14.00

SHUTTERFLY

	Police Administration	CAMERA AND PHOTOGRAPHIC SUPPLY STORES	\$236.48
SHUTTERFLY			
<i>SHUTTERFLY - Total For Police Administration</i>			<i>\$236.48</i>
SHUTTERFLY - ALL DEPARTMENTS			\$236.48

SMASHBURGER #1501

	Police Administration	FAST FOOD RESTAURANTS	\$22.69
SMASHBURGER #1501			
	Police Administration	FAST FOOD RESTAURANTS	\$22.69
SMASHBURGER #1501			
<i>SMASHBURGER #1501 - Total For Police Administration</i>			<i>\$45.38</i>
SMASHBURGER #1501 - ALL DEPARTMENTS			\$45.38

SMOKEHOUSE BURGERS A

	Police Administration	EATING PLACES, RESTAURANTS	\$14.03
SMOKEHOUSE BURGERS A			
	Police Administration	EATING PLACES, RESTAURANTS	\$20.33
SMOKEHOUSE BURGERS A			

<i>SMOKEHOUSE BURGERS A - Total For Police Administration</i>			<i>\$34.36</i>
SMOKEHOUSE BURGERS A - ALL DEPARTMENTS			\$34.36

SNOW CREST CHEMICALS

	Ice Arena - Operations	CONDENSER H2O TREATMENT	\$360.00
SNOW CREST CHEMICALS			
	Ice Arena - Operations	CHEMICALS FOR CONDENSER H2O	\$360.00
SNOW CREST CHEMICALS			
<i>SNOW CREST CHEMICALS - Total For Ice Arena - Operations</i>			<i>\$720.00</i>
SNOW CREST CHEMICALS - ALL DEPARTMENTS			\$720.00

SOURCE OFFICE

	Police Administration	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$504.40
SOURCE OFFICE			
	Police Administration	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$118.72
SOURCE OFFICE			
	Police Administration	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$183.90
SOURCE OFFICE			
	Police Administration	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$567.16
SOURCE OFFICE			
	Police Administration	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$391.96
SOURCE OFFICE			
<i>SOURCE OFFICE - Total For Police Administration</i>			<i>\$1,766.14</i>
	Public Saftey Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$66.62
SOURCE OFFICE			
	Public Saftey Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$402.04
SOURCE OFFICE			
	Public Saftey Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$243.63
SOURCE OFFICE			
<i>SOURCE OFFICE - Total For Public Saftey Communication</i>			<i>\$712.29</i>
SOURCE OFFICE - ALL DEPARTMENTS			\$2,478.43

SOUTHERN COAST K9

	Capital Projects Fund	purchase 3 canines	\$21,999.98
SOUTHERN COAST K9			
<i>SOUTHERN COAST K9 - Total For Capital Projects Fund</i>			\$21,999.98
	Police Administration	Shipping Crates/Flights	\$1,951.00
SOUTHERN COAST K9			
	Police Administration	Transportation to Texas	\$1,100.00
SOUTHERN COAST K9			
<i>SOUTHERN COAST K9 - Total For Police Administration</i>			\$3,051.00
	Police Grants Fund	purchase 3 canines	\$6,500.02
SOUTHERN COAST K9			
<i>SOUTHERN COAST K9 - Total For Police Grants Fund</i>			\$6,500.02
SOUTHERN COAST K9 - ALL DEPARTMENTS			\$31,551.00

SPRINGHILL SUITES SA

	Federal	SPRINGHILL SUITES	\$417.36
SPRINGHILL SUITES SA			
<i>SPRINGHILL SUITES SA - Total For Federal</i>			\$417.36
SPRINGHILL SUITES SA - ALL DEPARTMENTS			\$417.36

SQ SQ METRO COFFEE

	Police Administration	FAST FOOD RESTAURANTS	\$31.50
SQ SQ METRO COFFEE			
<i>SQ SQ METRO COFFEE - Total For Police Administration</i>			\$31.50
SQ SQ METRO COFFEE - ALL DEPARTMENTS			\$31.50

SQ SQ PEDEN'S

	Meter Services	5 polo shirts with embroidery and embroidery o	\$284.00
SQ SQ PEDEN'S			
<i>SQ SQ PEDEN'S - Total For Meter Services</i>			\$284.00
	Operations	CFD Shirts	\$36.00
SQ SQ PEDEN'S			
<i>SQ SQ PEDEN'S - Total For Operations</i>			\$36.00

	Police Administration	MEN'S AND WOMEN'S CLOTHING STORES	\$40.00
SQ SQ PEDEN'S			
	Police Administration	MEN'S AND WOMEN'S CLOTHING STORES	\$56.00
SQ SQ PEDEN'S			
<i>SQ SQ PEDEN'S - Total For Police Administration</i>			<i>\$96.00</i>
SQ SQ PEDEN'S - ALL DEPARTMENTS			\$416.00

SQU SQ COMPLETE TRE

	Parks - Urban Foetry	Tree Pruning at Daisy & Aster	\$1,500.00
SQU SQ COMPLETE TRE			
<i>SQU SQ COMPLETE TRE - Total For Parks - Urban Foetry</i>			<i>\$1,500.00</i>
SQU SQ COMPLETE TRE - ALL DEPARTMENTS			\$1,500.00

SQU SQ ESTIFANOS EB

	Police Administration	TAXICABS/LIMOUSINES	\$35.00
SQU SQ ESTIFANOS EB			
<i>SQU SQ ESTIFANOS EB - Total For Police Administration</i>			<i>\$35.00</i>
SQU SQ ESTIFANOS EB - ALL DEPARTMENTS			\$35.00

STAPLES

	City Manager	STATIONARY, OFFICE AND SCHOOL SUPPLY STO	\$81.48
STAPLES			
<i>STAPLES - Total For City Manager</i>			<i>\$81.48</i>
	Police Administration	STATIONARY, OFFICE AND SCHOOL SUPPLY STO	\$129.24
STAPLES			
<i>STAPLES - Total For Police Administration</i>			<i>\$129.24</i>
STAPLES - ALL DEPARTMENTS			\$210.72

STAPLES DIRECT

	Aquatics - Operations	TONER	\$95.66
STAPLES DIRECT			
<i>STAPLES DIRECT - Total For Aquatics - Operations</i>			<i>\$95.66</i>

	Aquatics - Pool	TONER	\$31.89
STAPLES DIRECT			
<i>STAPLES DIRECT - Total For Aquatics - Pool</i>			<i>\$31.89</i>
	Rec Center - Admin	TONER	\$95.67
STAPLES DIRECT			
<i>STAPLES DIRECT - Total For Rec Center - Admin</i>			<i>\$95.67</i>
	Rec Center - Operations	TONER	\$95.67
STAPLES DIRECT			
<i>STAPLES DIRECT - Total For Rec Center - Operations</i>			<i>\$95.67</i>
STAPLES DIRECT - ALL DEPARTMENTS			\$318.89

STATELINE NO 7 ARCHI

	Urban Forestry	Project SAFEE	\$2,557.50
STATELINE NO 7 ARCHI			
	Urban Forestry	Review designs	\$925.00
STATELINE NO 7 ARCHI			
<i>STATELINE NO 7 ARCHI - Total For Urban Forestry</i>			<i>\$3,482.50</i>
STATELINE NO 7 ARCHI - ALL DEPARTMENTS			\$3,482.50

STEALTH PARTNER GROU

	Health Insurance Fund	Sep 19 Medical Stop Loss Insurance	\$49,737.31
STEALTH PARTNER GROU			
<i>STEALTH PARTNER GROU - Total For Health Insurance Fund</i>			<i>\$49,737.31</i>
STEALTH PARTNER GROU - ALL DEPARTMENTS			\$49,737.31

STOTZ EQUIPMENT

	WWTP - Operations	Skidsteer cutting edge	\$626.89
STOTZ EQUIPMENT			
<i>STOTZ EQUIPMENT - Total For WWTP - Operations</i>			<i>\$626.89</i>
STOTZ EQUIPMENT - ALL DEPARTMENTS			\$626.89

SUBWAY

	City Manager	FAST FOOD RESTAURANTS	\$12.08
SUBWAY			
<i>SUBWAY - Total For City Manager</i>			<i>\$12.08</i>
	Police Administration	FAST FOOD RESTAURANTS	\$5.23
SUBWAY			
<i>SUBWAY - Total For Police Administration</i>			<i>\$5.23</i>
SUBWAY - ALL DEPARTMENTS			\$17.31

SUMMIT ELECTRIC LLC.

	Police Administration	Shooting Range labor	\$363.94
SUMMIT ELECTRIC LLC.			
<i>SUMMIT ELECTRIC LLC. - Total For Police Administration</i>			<i>\$363.94</i>
SUMMIT ELECTRIC LLC. - ALL DEPARTMENTS			\$363.94

SUPPLYHOUSE.COM

	Sewer Fund - Collection	Sunflower lift station relays	\$236.93
SUPPLYHOUSE.COM			
<i>SUPPLYHOUSE.COM - Total For Sewer Fund - Collection</i>			<i>\$236.93</i>
SUPPLYHOUSE.COM - ALL DEPARTMENTS			\$236.93

SUTHERLANDS 2219

	Police Administration	LUMBER AND BUILDING MATERIALS STORES	\$32.45
SUTHERLANDS 2219			
<i>SUTHERLANDS 2219 - Total For Police Administration</i>			<i>\$32.45</i>
	Water - Distribution	Truck line outlet repair	\$36.05
SUTHERLANDS 2219			
	Water - Distribution	concrete mix	\$8.58
SUTHERLANDS 2219			
<i>SUTHERLANDS 2219 - Total For Water - Distribution</i>			<i>\$44.63</i>
SUTHERLANDS 2219 - ALL DEPARTMENTS			\$77.08

TARGET

	Human Resources	OFFICE SUPPLIES	\$24.88
TARGET			
<i>TARGET - Total For Human Resources</i>			<i>\$24.88</i>
TARGET - ALL DEPARTMENTS			\$24.88

TED S MONTANA GRILL

	Training	Meals while traveling to an Apparatus Expo	\$86.23
TED S MONTANA GRILL			
<i>TED S MONTANA GRILL - Total For Training</i>			<i>\$86.23</i>
TED S MONTANA GRILL - ALL DEPARTMENTS			\$86.23

TEMPLEPUBLI

	Police Administration	TELECOMMUNICATOR RECRUITMENT	\$195.00
TEMPLEPUBLI			
<i>TEMPLEPUBLI - Total For Police Administration</i>			<i>\$195.00</i>
TEMPLEPUBLI - ALL DEPARTMENTS			\$195.00

TETON STEEL

	Aquatics - Operations	INDUSTRIAL SUPPLIES NOT ESLEWHERE CLASSI	\$95.40
TETON STEEL			
	Aquatics - Operations	INDUSTRIAL SUPPLIES NOT ESLEWHERE CLASSI	\$47.70
TETON STEEL			
<i>TETON STEEL - Total For Aquatics - Operations</i>			<i>\$143.10</i>
TETON STEEL - ALL DEPARTMENTS			\$143.10

TEXAS BEST 8

	Police Administration	EATING PLACES, RESTAURANTS	\$19.57
TEXAS BEST 8			
<i>TEXAS BEST 8 - Total For Police Administration</i>			<i>\$19.57</i>
TEXAS BEST 8 - ALL DEPARTMENTS			\$19.57

THE BON AGENCY, INC.

	Police Administration	Surety Bond Notary Licensing	\$50.00
THE BON AGENCY, INC.			
<i>THE BON AGENCY, INC. - Total For Police Administration</i>			<i>\$50.00</i>
THE BON AGENCY, INC. - ALL DEPARTMENTS			\$50.00
 THE BREADBOARD			
	Police Administration	EATING PLACES, RESTAURANTS	\$14.54
THE BREADBOARD			
	Police Administration	EATING PLACES, RESTAURANTS	\$13.18
THE BREADBOARD			
<i>THE BREADBOARD - Total For Police Administration</i>			<i>\$27.72</i>
THE BREADBOARD - ALL DEPARTMENTS			\$27.72
 THE BURG & BARREL			
	Police Administration	EATING PLACES, RESTAURANTS	\$16.46
THE BURG & BARREL			
<i>THE BURG & BARREL - Total For Police Administration</i>			<i>\$16.46</i>
THE BURG & BARREL - ALL DEPARTMENTS			\$16.46
 THE DEPOT - RIVERTON			
	Police Administration	EATING PLACES, RESTAURANTS	\$20.84
THE DEPOT - RIVERTON			
<i>THE DEPOT - RIVERTON - Total For Police Administration</i>			<i>\$20.84</i>
THE DEPOT - RIVERTON - ALL DEPARTMENTS			\$20.84
 THE HOME DEPOT			
	Hogadon - Operations	Shop tools	\$87.90
THE HOME DEPOT			
<i>THE HOME DEPOT - Total For Hogadon - Operations</i>			<i>\$87.90</i>
	Ice Arena - Operations	SHOP VAC	\$72.80
THE HOME DEPOT			
<i>THE HOME DEPOT - Total For Ice Arena - Operations</i>			<i>\$72.80</i>

	Parks - Parks Maint.	HOME SUPPLY WAREHOUSE STORES	\$40.20
THE HOME DEPOT			
	Parks - Parks Maint.	HOME SUPPLY WAREHOUSE STORES	\$26.47
THE HOME DEPOT			
	Parks - Parks Maint.	HOME SUPPLY WAREHOUSE STORES	\$25.40
THE HOME DEPOT			
<i>THE HOME DEPOT - Total For Parks - Parks Maint.</i>			<i>\$92.07</i>
	Police Administration	HOME SUPPLY WAREHOUSE STORES	\$276.00
THE HOME DEPOT			
<i>THE HOME DEPOT - Total For Police Administration</i>			<i>\$276.00</i>
	Streets	6mil clear poly sheeting	\$54.98
THE HOME DEPOT			
<i>THE HOME DEPOT - Total For Streets</i>			<i>\$54.98</i>
	Traffic Control	Anchor bolts for Stop sign install	\$22.98
THE HOME DEPOT			
<i>THE HOME DEPOT - Total For Traffic Control</i>			<i>\$22.98</i>
	Water - Distribution	Truck outlet repair	\$10.13
THE HOME DEPOT			
<i>THE HOME DEPOT - Total For Water - Distribution</i>			<i>\$10.13</i>
THE HOME DEPOT - ALL DEPARTMENTS			\$616.86

THE NRPA CAREER CENT

	Aquatics - Pool	RECREATION SUPERVISOR RECRUITMENT	\$199.00
THE NRPA CAREER CENT			
<i>THE NRPA CAREER CENT - Total For Aquatics - Pool</i>			<i>\$199.00</i>
THE NRPA CAREER CENT - ALL DEPARTMENTS			\$199.00

The Walrus Oyster an

	Police Administration	EATING PLACES, RESTAURANTS	\$64.06
The Walrus Oyster an			
<i>The Walrus Oyster an - Total For Police Administration</i>			<i>\$64.06</i>
The Walrus Oyster an - ALL DEPARTMENTS			\$64.06

THIRTY THREE MILE RO

Sewer Fund - Collection	Sewer Line Flushing Water	\$250.00
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THIRTY THREE MILE RO

<i>THIRTY THREE MILE RO - Total For Sewer Fund - Collection</i>		<i>\$250.00</i>
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THIRTY THREE MILE RO - ALL DEPARTMENTS **\$250.00**

THOMSON WEST TCD

City Attorney	PROFESSIONAL SERVICES NOT ELSEWHERE CLAS	\$140.43
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THOMSON WEST TCD

City Attorney	PROFESSIONAL SERVICES NOT ELSEWHERE CLAS	\$1,359.63
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THOMSON WEST TCD

City Attorney	PROFESSIONAL SERVICES NOT ELSEWHERE CLAS	\$1,359.63
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THOMSON WEST TCD

City Attorney	Books	\$1,294.86
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THOMSON WEST TCD

<i>THOMSON WEST TCD - Total For City Attorney</i>		<i>\$4,154.55</i>
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Police Administration	PROFESSIONAL SERVICES NOT ELSEWHERE CLAS	\$1,776.00
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THOMSON WEST TCD

<i>THOMSON WEST TCD - Total For Police Administration</i>		<i>\$1,776.00</i>
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THOMSON WEST TCD - ALL DEPARTMENTS **\$5,930.55**

TOP OFFICE PRODUCTS

City Attorney	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$166.94
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TOP OFFICE PRODUCTS

City Attorney	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$884.22
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TOP OFFICE PRODUCTS

<i>TOP OFFICE PRODUCTS - Total For City Attorney</i>		<i>\$1,051.16</i>
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Streets	August 2019 Copy Charges	\$91.05
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TOP OFFICE PRODUCTS

<i>TOP OFFICE PRODUCTS - Total For Streets</i>		<i>\$91.05</i>
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WWTP - Operations	Printing/Copier Maintenance	\$135.10
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TOP OFFICE PRODUCTS

<i>TOP OFFICE PRODUCTS - Total For WWTP - Operations</i>		<i>\$135.10</i>
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TOP OFFICE PRODUCTS - ALL DEPARTMENTS**\$1,277.31****TRACTOR SUPPLY CO**

	Water - Distribution	weed sprayer parts	\$28.97
TRACTOR SUPPLY CO			
	Water - Distribution	saw blades	\$37.98
TRACTOR SUPPLY CO			
	Water - Distribution	weed sprayer parts	\$16.98
TRACTOR SUPPLY CO			
<i>TRACTOR SUPPLY CO - Total For Water - Distribution</i>			<i>\$83.93</i>

TRACTOR SUPPLY CO - ALL DEPARTMENTS**\$83.93****TRETO CONST.**

	Capital Projects Fund	Midwest Ave. Reconstruction Elm to David	324,814.57
TRETO CONST.			
<i>TRETO CONST. - Total For Capital Projects Fund</i>			<i>\$324,814.57</i>
	Sewer Fund - Collection	Midwest Ave. Reconstruction Elm to David	\$9,800.00
TRETO CONST.			
<i>TRETO CONST. - Total For Sewer Fund - Collection</i>			<i>\$9,800.00</i>
	Water - Distribution	Midwest Ave. Reconstruction Elm to David	\$79,710.00
TRETO CONST.			
<i>TRETO CONST. - Total For Water - Distribution</i>			<i>\$79,710.00</i>

TRETO CONST. - ALL DEPARTMENTS**\$414,324.57****TRIHYDRO CORP.**

	Capital Projects Fund	EPA Brownfields- Petroleum	\$3,978.00
TRIHYDRO CORP.			
	Capital Projects Fund	EPA Brownfields- Hazardous	\$308.00
TRIHYDRO CORP.			
<i>TRIHYDRO CORP. - Total For Capital Projects Fund</i>			<i>\$4,286.00</i>

TRIHYDRO CORP. - ALL DEPARTMENTS**\$4,286.00**

TST RUSTY TRUCK

Police Administration	EATING PLACES, RESTAURANTS	\$43.97
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TST RUSTY TRUCK

<i>TST RUSTY TRUCK - Total For Police Administration</i>		<i>\$43.97</i>
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TST RUSTY TRUCK - ALL DEPARTMENTS **\$43.97**

TYLER TECHNOLOGIES I

Balefill - Dispatch	Gems S028911 - Tyler Conversio	\$235.81
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TYLER TECHNOLOGIES I

Balefill - Dispatch	Gems S028911 - Tyler Conversio	\$160.00
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TYLER TECHNOLOGIES I

Balefill - Dispatch	Gems S028911 - Tyler Conversio	\$53.67
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TYLER TECHNOLOGIES I

Balefill - Dispatch	Gems S028911 - Tyler Conversio	\$532.57
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TYLER TECHNOLOGIES I

Balefill - Dispatch	Gems S028911 - Tyler Conversio	\$165.63
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TYLER TECHNOLOGIES I

Balefill - Dispatch	Gems S028911 - Tyler Conversio	\$233.30
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TYLER TECHNOLOGIES I

<i>TYLER TECHNOLOGIES I - Total For Balefill - Dispatch</i>		<i>\$1,380.98</i>
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Capital Projects Fund	Gems S028911 - Tyler Conversio	\$925.78
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TYLER TECHNOLOGIES I

Capital Projects Fund	Gems S028911 - Tyler Conversio	\$4,024.49
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TYLER TECHNOLOGIES I

Capital Projects Fund	Gems S028911 - Tyler Conversio	\$2,857.09
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TYLER TECHNOLOGIES I

Capital Projects Fund	Gems S028911 - Tyler Conversio	\$2,760.00
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TYLER TECHNOLOGIES I

Capital Projects Fund	Gems S028911 - Tyler Conversio	\$9,186.87
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TYLER TECHNOLOGIES I

Capital Projects Fund	Gems S028911 - Tyler Conversio	\$4,067.74
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TYLER TECHNOLOGIES I

<i>TYLER TECHNOLOGIES I - Total For Capital Projects Fund</i>		<i>\$23,821.97</i>
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TYLER TECHNOLOGIES I	Refuse - Residential	Gems S028911 - Tyler Conversio	\$80.50
TYLER TECHNOLOGIES I	Refuse - Residential	Gems S028911 - Tyler Conversio	\$353.72
TYLER TECHNOLOGIES I	Refuse - Residential	Gems S028911 - Tyler Conversio	\$349.96
TYLER TECHNOLOGIES I	Refuse - Residential	Gems S028911 - Tyler Conversio	\$248.44
TYLER TECHNOLOGIES I	Refuse - Residential	Gems S028911 - Tyler Conversio	\$240.00
TYLER TECHNOLOGIES I	Refuse - Residential	Gems S028911 - Tyler Conversio	\$798.86
<i>TYLER TECHNOLOGIES I - Total For Refuse - Residential</i>			<i>\$2,071.48</i>
TYLER TECHNOLOGIES I	Regional Water Operations	Gems S028911 - Tyler Conversio	\$13.42
TYLER TECHNOLOGIES I	Regional Water Operations	Gems S028911 - Tyler Conversio	\$40.00
TYLER TECHNOLOGIES I	Regional Water Operations	Gems S028911 - Tyler Conversio	\$133.14
TYLER TECHNOLOGIES I	Regional Water Operations	Gems S028911 - Tyler Conversio	\$58.95
TYLER TECHNOLOGIES I	Regional Water Operations	Gems S028911 - Tyler Conversio	\$41.41
TYLER TECHNOLOGIES I	Regional Water Operations	Gems S028911 - Tyler Conversio	\$58.33
<i>TYLER TECHNOLOGIES I - Total For Regional Water Operations</i>			<i>\$345.25</i>
TYLER TECHNOLOGIES I	Sewer Fund - Collection	Gems S028911 - Tyler Conversio	\$67.09
TYLER TECHNOLOGIES I	Sewer Fund - Collection	Gems S028911 - Tyler Conversio	\$200.00
TYLER TECHNOLOGIES I	Sewer Fund - Collection	Gems S028911 - Tyler Conversio	\$665.72
TYLER TECHNOLOGIES I	Sewer Fund - Collection	Gems S028911 - Tyler Conversio	\$294.76

	Sewer Fund - Collection	Gems S028911 - Tyler Conversio	\$207.04
TYLER TECHNOLOGIES I			
	Sewer Fund - Collection	Gems S028911 - Tyler Conversio	\$291.63
TYLER TECHNOLOGIES I			
<i>TYLER TECHNOLOGIES I - Total For Sewer Fund - Collection</i>			<i>\$1,726.24</i>
	Water - Distribution	Gems S028911 - Tyler Conversio	\$147.59
TYLER TECHNOLOGIES I			
	Water - Distribution	Gems S028911 - Tyler Conversio	\$1,464.57
TYLER TECHNOLOGIES I			
	Water - Distribution	Gems S028911 - Tyler Conversio	\$455.48
TYLER TECHNOLOGIES I			
	Water - Distribution	Gems S028911 - Tyler Conversio	\$641.59
TYLER TECHNOLOGIES I			
	Water - Distribution	Gems S028911 - Tyler Conversio	\$440.00
TYLER TECHNOLOGIES I			
	Water - Distribution	Gems S028911 - Tyler Conversio	\$648.48
TYLER TECHNOLOGIES I			
<i>TYLER TECHNOLOGIES I - Total For Water - Distribution</i>			<i>\$3,797.71</i>
	WWTP - Operations	Gems S028911 - Tyler Conversio	\$233.30
TYLER TECHNOLOGIES I			
	WWTP - Operations	Gems S028911 - Tyler Conversio	\$165.62
TYLER TECHNOLOGIES I			
	WWTP - Operations	Gems S028911 - Tyler Conversio	\$532.57
TYLER TECHNOLOGIES I			
	WWTP - Operations	Gems S028911 - Tyler Conversio	\$160.00
TYLER TECHNOLOGIES I			
	WWTP - Operations	Gems S028911 - Tyler Conversio	\$235.81
TYLER TECHNOLOGIES I			
	WWTP - Operations	Gems S028911 - Tyler Conversio	\$53.66
TYLER TECHNOLOGIES I			
<i>TYLER TECHNOLOGIES I - Total For WWTP - Operations</i>			<i>\$1,380.96</i>
TYLER TECHNOLOGIES I - ALL DEPARTMENTS			\$34,524.59

UDIS

	Police Administration	EATING PLACES, RESTAURANTS	\$10.79
UDIS			
<i>UDIS - Total For Police Administration</i>			<i>\$10.79</i>
UDIS - ALL DEPARTMENTS			\$10.79

ULINE SHIP SUPPLIE

	Police Administration	CATALOG MERCHANTS	(\$2,073.70)
ULINE SHIP SUPPLIE			
<i>ULINE SHIP SUPPLIE - Total For Police Administration</i>			<i>(\$2,073.70)</i>
ULINE SHIP SUPPLIE - ALL DEPARTMENTS			(\$2,073.70)

UNIFORMS 2 GEAR

	Police Administration	Duty Pants	\$153.90
UNIFORMS 2 GEAR			
	Police Administration	misc. Blackhawk	\$166.12
UNIFORMS 2 GEAR			
	Police Administration	Short Sleeves	\$317.42
UNIFORMS 2 GEAR			
	Police Administration	Strion Open Top Lightholder	\$93.30
UNIFORMS 2 GEAR			
	Police Administration	Duty Pants	\$202.34
UNIFORMS 2 GEAR			
	Police Administration	Base Layer Long Sleeve	\$121.68
UNIFORMS 2 GEAR			
	Police Administration	Custom Patch	\$690.00
UNIFORMS 2 GEAR			
	Police Administration	Women's Long Sleeve	\$98.00
UNIFORMS 2 GEAR			
	Police Administration	Base Layer Long Sleeve	\$239.36
UNIFORMS 2 GEAR			
	Police Administration	Leather Gloves	\$34.22
UNIFORMS 2 GEAR			
	Police Administration	Raido Pouch, Handcuff & taser case	\$256.70
UNIFORMS 2 GEAR			

UNIFORMS 2 GEAR	Police Administration	High Gloss Duty Oxford	\$59.74
UNIFORMS 2 GEAR	Police Administration	Duty Pants	\$56.30
UNIFORMS 2 GEAR	Police Administration	Misc. pouches	\$81.44
<i>UNIFORMS 2 GEAR - Total For Police Administration</i>			<i>\$2,570.52</i>
UNIFORMS 2 GEAR - ALL DEPARTMENTS			\$2,570.52

UNION WIRELESS

UNION WIRELESS	Water - Tanks	Upper Rock Creek Reservoir SCADA & Cell Phon	\$128.95
<i>UNION WIRELESS - Total For Water - Tanks</i>			<i>\$128.95</i>
UNION WIRELESS - ALL DEPARTMENTS			\$128.95

UNITED 0161516788

UNITED 0161516788	Police Administration	UNITED AIRLINES	\$30.00
UNITED 0161516788	Police Administration	UNITED AIRLINES	\$40.00
<i>UNITED 0161516788 - Total For Police Administration</i>			<i>\$70.00</i>
UNITED 0161516788 - ALL DEPARTMENTS			\$70.00

UNITED 0161517050

UNITED 0161517050	Police Administration	UNITED AIRLINES	\$30.00
UNITED 0161517050	Police Administration	UNITED AIRLINES	\$40.00
<i>UNITED 0161517050 - Total For Police Administration</i>			<i>\$70.00</i>
UNITED 0161517050 - ALL DEPARTMENTS			\$70.00

UNITED 0161517800

	Police Administration	UNITED AIRLINES	\$30.00
UNITED	0161517800		
	Police Administration	UNITED AIRLINES	\$40.00
UNITED	0161517800		
<i>UNITED 0161517800 - Total For Police Administration</i>			<i>\$70.00</i>
UNITED	0161517800 - ALL DEPARTMENTS		\$70.00

UNITED 0161527583

	Finance	UNITED AIRLINES- Baggage Fees from CSP to M	\$30.00
UNITED	0161527583		
<i>UNITED 0161527583 - Total For Finance</i>			<i>\$30.00</i>
UNITED	0161527583 - ALL DEPARTMENTS		\$30.00

UNITED 0161528616

	Finance	UNITED AIRLINES - Baggage feess - MN to Caspe	\$30.00
UNITED	0161528616		
<i>UNITED 0161528616 - Total For Finance</i>			<i>\$30.00</i>
UNITED	0161528616 - ALL DEPARTMENTS		\$30.00

UNITED 0162458537

	Police Administration	UNITED AIRLINES	(\$96.07)
UNITED	0162458537		
	Police Administration	UNITED AIRLINES	(\$96.07)
UNITED	0162458537		
	Police Administration	UNITED AIRLINES	(\$96.07)
UNITED	0162458537		
<i>UNITED 0162458537 - Total For Police Administration</i>			<i>(\$288.21)</i>
UNITED	0162458537 - ALL DEPARTMENTS		(\$288.21)

UNITED 0167332672

	City Manager	UNITED AIRLINES	\$309.80
UNITED	0167332672		

UNITED 0167332672 - Total For City Manager			\$309.80
	Council	UNITED AIRLINES	\$309.80
UNITED 0167332672			
UNITED 0167332672 - Total For Council			\$309.80
UNITED 0167332672 - ALL DEPARTMENTS			\$619.60

UNITED 0167359261

	Federal	UNITED AIRLINES	(\$143.06)
UNITED 0167359261			
	Federal	UNITED AIRLINES	(\$143.06)
UNITED 0167359261			
	Federal	UNITED AIRLINES	(\$143.06)
UNITED 0167359261			
UNITED 0167359261 - Total For Federal			(\$429.18)
UNITED 0167359261 - ALL DEPARTMENTS			(\$429.18)

USPS PO 5715580945

	City Attorney	POSTAGE	\$89.15
USPS PO 5715580945			
	City Attorney	POSTAGE STAMPS	\$16.90
USPS PO 5715580945			
USPS PO 5715580945 - Total For City Attorney			\$106.05
	City Manager	POSTAGE STAMPS	\$6.85
USPS PO 5715580945			
USPS PO 5715580945 - Total For City Manager			\$6.85
USPS PO 5715580945 - ALL DEPARTMENTS			\$112.90

VAN DIEST SUPPLY COM

	Weed & Pest Fund	Glyphosate Chemical Order	\$615.00
VAN DIEST SUPPLY COM			
	Weed & Pest Fund	Chemical Order	\$768.75
VAN DIEST SUPPLY COM			

	Weed & Pest Fund	T-Zone chemical order	\$1,405.28
VAN DIEST SUPPLY COM			
<i>VAN DIEST SUPPLY COM - Total For Weed & Pest Fund</i>			<i>\$2,789.03</i>
VAN DIEST SUPPLY COM - ALL DEPARTMENTS			\$2,789.03

VCN NATRONACOTITLESC

	Fleet Maintenance Fund	TITLE	\$17.50
VCN NATRONACOTITLESC			
	Fleet Maintenance Fund	TITLES	\$122.87
VCN NATRONACOTITLESC			
<i>VCN NATRONACOTITLESC - Total For Fleet Maintenance Fund</i>			<i>\$140.37</i>
VCN NATRONACOTITLESC - ALL DEPARTMENTS			\$140.37

VILLA PIZZA

	Police Administration	EATING PLACES, RESTAURANTS	\$15.52
VILLA PIZZA			
<i>VILLA PIZZA - Total For Police Administration</i>			<i>\$15.52</i>
VILLA PIZZA - ALL DEPARTMENTS			\$15.52

VISION GRAPHICS INC

	Rec Center - Admin	MISCELLANEOUS PUBLISHING & PRINTING	\$1,688.98
VISION GRAPHICS INC			
<i>VISION GRAPHICS INC - Total For Rec Center - Admin</i>			<i>\$1,688.98</i>
VISION GRAPHICS INC - ALL DEPARTMENTS			\$1,688.98

VISION SVC. PLAN

	Health Insurance Fund	September 2019	\$1,133.80
VISION SVC. PLAN			
	Health Insurance Fund	August 2019	\$1,157.12
VISION SVC. PLAN			
<i>VISION SVC. PLAN - Total For Health Insurance Fund</i>			<i>\$2,290.92</i>

VISION SVC. PLAN - ALL DEPARTMENTS**\$2,290.92****VISTAR ROCKY MOUNTAI**

ice Arena - Concessions Nacho Chips for CONC (2 invoices attached) \$121.04

VISTAR ROCKY MOUNTAI

VISTAR ROCKY MOUNTAI - Total For ice Arena - Concessions \$121.04**VISTAR ROCKY MOUNTAI - ALL DEPARTMENTS****\$121.04****VZWRLSS IVR VB**

Cemetery VERIZON 307-315-5584 CEMETERY LAP TOP \$40.01

VZWRLSS IVR VB

VZWRLSS IVR VB - Total For Cemetery \$40.01

Metro Animal Fund - Admin TELECOMMUNICATION SERV.INCLUD. LOCAL/L. \$52.41

VZWRLSS IVR VB

VZWRLSS IVR VB - Total For Metro Animal Fund - Admin \$52.41**VZWRLSS IVR VB - ALL DEPARTMENTS****\$92.42****VZWRLSS MY VZ VB P**

Code Enforcement TELECOMMUNICATION SERV.INCLUD. LOCAL/L. \$50.26

VZWRLSS MY VZ VB P

VZWRLSS MY VZ VB P - Total For Code Enforcement \$50.26

Fleet Maintenance Fund TELECOMMUNICATION SERV.INCLUD. LOCAL/L. \$25.13

VZWRLSS MY VZ VB P

VZWRLSS MY VZ VB P - Total For Fleet Maintenance Fund \$25.13

Meter Services TELECOMMUNICATION SERV.INCLUD. LOCAL/L. \$25.13

VZWRLSS MY VZ VB P

VZWRLSS MY VZ VB P - Total For Meter Services \$25.13

Parks - Parks Maint. TELECOMMUNICATION SERV.INCLUD. LOCAL/L. \$154.56

VZWRLSS MY VZ VB P

VZWRLSS MY VZ VB P - Total For Parks - Parks Maint. \$154.56

Regional Water Operations TELECOMMUNICATION SERV.INCLUD. LOCAL/L. \$25.13

VZWRLSS MY VZ VB P

VZWRLSS MY VZ VB P - Total For Regional Water Operations \$25.13

Sewer Fund - Collection	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$25.13
VZWRLSS MY VZ VB P		
<i>VZWRLSS MY VZ VB P - Total For Sewer Fund - Collection</i>		\$25.13
Streets	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$25.13
VZWRLSS MY VZ VB P		
<i>VZWRLSS MY VZ VB P - Total For Streets</i>		\$25.13
Water - Distribution	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$76.66
VZWRLSS MY VZ VB P		
<i>VZWRLSS MY VZ VB P - Total For Water - Distribution</i>		\$76.66
WWTP - Operations	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$25.13
VZWRLSS MY VZ VB P		
<i>VZWRLSS MY VZ VB P - Total For WWTP - Operations</i>		\$25.13
VZWRLSS MY VZ VB P - ALL DEPARTMENTS		\$432.26

WAL-MART #1457

Police Administration	GROCERY STORES, SUPERMARKETS	\$16.02
WAL-MART #1457		
<i>WAL-MART #1457 - Total For Police Administration</i>		\$16.02
WAL-MART #1457 - ALL DEPARTMENTS		\$16.02

WAL-MART #1617

Aquatics - Concessions	GROCERY STORES, SUPERMARKETS - Concession	\$8.32
WAL-MART #1617		
<i>WAL-MART #1617 - Total For Aquatics - Concessions</i>		\$8.32
Operations	40 FHD Smart TV	\$196.00
WAL-MART #1617		
<i>WAL-MART #1617 - Total For Operations</i>		\$196.00
Parks - Parks Maint.	GROCERY STORES, SUPERMARKETS	\$80.17
WAL-MART #1617		
<i>WAL-MART #1617 - Total For Parks - Parks Maint.</i>		\$80.17
Public Saftey Communication	GROCERY STORES, SUPERMARKETS	\$47.13
WAL-MART #1617		
<i>WAL-MART #1617 - Total For Public Saftey Communication</i>		\$47.13

WAL-MART #1617 - ALL DEPARTMENTS**\$331.62****WAL-MART #3778**

Aquatics - Concessions	GROCERY STORES, SUPERMARKETS	\$9.84
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WAL-MART #3778

<i>WAL-MART #3778 - Total For Aquatics - Concessions</i>		<i>\$9.84</i>
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Aquatics - Pool	GROCERY STORES, SUPERMARKETS	\$60.21
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WAL-MART #3778

<i>WAL-MART #3778 - Total For Aquatics - Pool</i>		<i>\$60.21</i>
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Police Administration	GROCERY STORES, SUPERMARKETS	\$12.27
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WAL-MART #3778

<i>WAL-MART #3778 - Total For Police Administration</i>		<i>\$12.27</i>
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WAL-MART #3778 - ALL DEPARTMENTS**\$82.32****WAMCO LABS, INC.**

WWTP - Operations	WET testing	\$1,800.00
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WAMCO LABS, INC.

<i>WAMCO LABS, INC. - Total For WWTP - Operations</i>		<i>\$1,800.00</i>
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WAMCO LABS, INC. - ALL DEPARTMENTS**\$1,800.00****WARDWELL WATER & SEW**

RWS - Booster Stations	Booster/Irrigation	\$168.30
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WARDWELL WATER & SEW

<i>WARDWELL WATER & SEW - Total For RWS - Booster Stations</i>		<i>\$168.30</i>
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WARDWELL WATER & SEW - ALL DEPARTMENTS**\$168.30****WAYNE COLEMAN CONSTR**

Balefill - Dispatch	2019 Solid Waste Asphalt Impro 18-021	\$2,700.00
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WAYNE COLEMAN CONSTR

<i>WAYNE COLEMAN CONSTR - Total For Balefill - Dispatch</i>		<i>\$2,700.00</i>
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Refuse - Recycling	2019 Solid Waste Asphalt Impro 18-021	\$6,300.00
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WAYNE COLEMAN CONSTR

WAYNE COLEMAN CONSTR - Total For Refuse - Recycling		\$6,300.00
WAYNE COLEMAN CONSTR - ALL DEPARTMENTS		\$9,000.00

WEAR PARTS INC

Ice Arena - Operations	SKATE SHARPENER FILTERS	\$118.73
WEAR PARTS INC		
WEAR PARTS INC - Total For Ice Arena - Operations		\$118.73
WEAR PARTS INC - ALL DEPARTMENTS		\$118.73

WELLNESS SCREENING L

Rec Center - Admin	MEDICAL AND DENTAL LABORATORIES	\$105.00
WELLNESS SCREENING L		
WELLNESS SCREENING L - Total For Rec Center - Admin		\$105.00
WELLNESS SCREENING L - ALL DEPARTMENTS		\$105.00

WEST PLAINS ENGINEER

Urban Forestry	CEC Fire Alarm 17-073	\$1,000.00
WEST PLAINS ENGINEER		
WEST PLAINS ENGINEER - Total For Urban Forestry		\$1,000.00
WEST PLAINS ENGINEER - ALL DEPARTMENTS		\$1,000.00

WESTERN SLING CO

WWTP - Operations	34" Wire rope lifting sling	\$19.21
WESTERN SLING CO		
WESTERN SLING CO - Total For WWTP - Operations		\$19.21
WESTERN SLING CO - ALL DEPARTMENTS		\$19.21

WESTERN WATER CONSUL

Capital Projects Fund	K Street Improvements 15-51	\$348.00
WESTERN WATER CONSUL		
Capital Projects Fund	Midwest David-Elm 17-031	\$16,103.81
WESTERN WATER CONSUL		

Capital Projects Fund	Midwest Ave. Elm to Walnut 18-066	\$728.00
WESTERN WATER CONSUL		
<i>WESTERN WATER CONSUL - Total For Capital Projects Fund</i>		<i>\$17,179.81</i>
Sewer Fund - Collection	Midwest David-Elm 17-031	\$354.60
WESTERN WATER CONSUL		
<i>WESTERN WATER CONSUL - Total For Sewer Fund - Collection</i>		<i>\$354.60</i>
Water - Distribution	Midwest David-Elm 17-031	\$2,217.59
WESTERN WATER CONSUL		
<i>WESTERN WATER CONSUL - Total For Water - Distribution</i>		<i>\$2,217.59</i>
WESTERN WATER CONSUL - ALL DEPARTMENTS		\$19,752.00

WESTERN WYOMING LOCK

Meter Services	6 padlocks and re-keyed used when locking curb	\$106.14
WESTERN WYOMING LOCK		
<i>WESTERN WYOMING LOCK - Total For Meter Services</i>		<i>\$106.14</i>
Police Administration	BUSINESS SERVICES NOT ELSEWHERE CLASSIFI	\$45.00
WESTERN WYOMING LOCK		
<i>WESTERN WYOMING LOCK - Total For Police Administration</i>		<i>\$45.00</i>
WESTERN WYOMING LOCK - ALL DEPARTMENTS		\$151.14

WESTSIDE ANIMAL HOSP

Metro Animal Fund - Admin	VETERINARY SERVICES	\$252.00
WESTSIDE ANIMAL HOSP		
<i>WESTSIDE ANIMAL HOSP - Total For Metro Animal Fund - Admin</i>		<i>\$252.00</i>
WESTSIDE ANIMAL HOSP - ALL DEPARTMENTS		\$252.00

Whited

Capital Projects Fund	Retainage Release	\$2,562.50
Whited		
<i>Whited - Total For Capital Projects Fund</i>		<i>\$2,562.50</i>
Whited - ALL DEPARTMENTS		\$2,562.50

Wired

Capital Projects Fund	Hogadon WWTP Generator 18-095	\$41,127.50
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Wired

<i>Wired - Total For Capital Projects Fund</i>		<i>\$41,127.50</i>
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Wired - ALL DEPARTMENTS **\$41,127.50**

WLC ENGINEERING - SU

Capital Projects Fund	Cemetery Addition Phase 2	\$6,164.70
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WLC ENGINEERING - SU

<i>WLC ENGINEERING - SU - Total For Capital Projects Fund</i>		<i>\$6,164.70</i>
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WLC ENGINEERING - SU - ALL DEPARTMENTS **\$6,164.70**

WM SUPERCENTER

Aquatics - Concessions	GROCERY STORES, SUPERMARKETS - Watermelo	\$9.96
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WM SUPERCENTER

<i>WM SUPERCENTER - Total For Aquatics - Concessions</i>		<i>\$9.96</i>
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Aquatics - Operations	GROCERY STORES, SUPERMARKETS - Mr. Clean	\$2.94
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WM SUPERCENTER

<i>WM SUPERCENTER - Total For Aquatics - Operations</i>		<i>\$2.94</i>
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WM SUPERCENTER - ALL DEPARTMENTS **\$12.90**

WOODY CREEK BAKERY

Training	Meals while traveling to an Apparatus Expo	\$33.93
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WOODY CREEK BAKERY

<i>WOODY CREEK BAKERY - Total For Training</i>		<i>\$33.93</i>
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WOODY CREEK BAKERY - ALL DEPARTMENTS **\$33.93**

WWW.LORMAN.COM

City Attorney	SCHOOLS AND EDUCATIONAL SERVICES NOT ELS	\$498.00
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WWW.LORMAN.COM

<i>WWW.LORMAN.COM - Total For City Attorney</i>		<i>\$498.00</i>
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WWW.LORMAN.COM - ALL DEPARTMENTS **\$498.00**

WY. ASSOC. OF MUNICI

Council FY2020 WAM Membership Dues \$44,420.91

WY. ASSOC. OF MUNICI

WY. ASSOC. OF MUNICI - Total For Council *\$44,420.91*

WY. ASSOC. OF MUNICI - ALL DEPARTMENTS **\$44,420.91**

WY. LAW ENFORCEMENT

Police Administration Training Frangible Ammunition \$5,958.00

WY. LAW ENFORCEMENT

Police Administration Credit (\$136.50)

WY. LAW ENFORCEMENT

WY. LAW ENFORCEMENT - Total For Police Administration *\$5,821.50*

WY. LAW ENFORCEMENT - ALL DEPARTMENTS **\$5,821.50**

WY. MACHINERY CO.

Balefill - Dispatch EQUIP RENTALS & LEASING SERVICES, TOOL R R \$8,918.35

WY. MACHINERY CO.

WY. MACHINERY CO. - Total For Balefill - Dispatch *\$8,918.35*

WY. MACHINERY CO. - ALL DEPARTMENTS **\$8,918.35**

XEROX CORPORATION/RB

Engineering Monthly Bill - meter usage \$185.66

XEROX CORPORATION/RB

Engineering Monthly Maintenance Plan \$35.42

XEROX CORPORATION/RB

XEROX CORPORATION/RB - Total For Engineering *\$221.08*

XEROX CORPORATION/RB - ALL DEPARTMENTS **\$221.08**

YELLOWSTONE GARAGE

	City Manager	EATING PLACES, RESTAURANTS	\$21.35
YELLOWSTONE GARAGE			
	City Manager	EATING PLACES, RESTAURANTS	\$25.60
YELLOWSTONE GARAGE			
<i>YELLOWSTONE GARAGE - Total For City Manager</i>			<i>\$46.95</i>
YELLOWSTONE GARAGE - ALL DEPARTMENTS			\$46.95

YOURMEMBERSHIP CAREE

	Police Administration	TELECOMMUNICATOR RECRUITMENT	\$134.00
YOURMEMBERSHIP CAREE			
	Police Administration	TELECOMMUNICATOR RECRUITMENT	\$114.75
YOURMEMBERSHIP CAREE			
	Police Administration	TELECOMMUNICATOR RECRUITMENT	\$90.00
YOURMEMBERSHIP CAREE			
<i>YOURMEMBERSHIP CAREE - Total For Police Administration</i>			<i>\$338.75</i>
YOURMEMBERSHIP CAREE - ALL DEPARTMENTS			\$338.75

CITYWIDE BILLS AND CLAIMS TOTAL **\$3,993,241.36**

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

SUBMITTED BY _____ DATE _____

DULY AUDITED BY _____ DATE _____

APPROVED BY _____ DATE _____

CITY of CASPER, WYOMING
 BILLS and CLAIMS ADDENDUM
 Council Meeting
 09/17/19

Payroll Disbursements


Total Payroll \$ -



Additional Accounts Payable

8/29/19	Prewrits - Petty Cash, Sales Tax, Reissue	
	First Interstate Bank - Petty Cash	205.00
	Proforce Law Enforcement	589.55
	State of Wy - Dept of Revenue	<u>3,434.22</u>
		4,228.77
9/5/19	Prewrits- Travel Reimbursement, Petty Cash	
	Anthony Stedillie	30.82
	First Interstate Bank	<u>100.95</u>
		131.77

Total Additional AP \$4,228.77

September 11, 2019

MEMO TO: J. Carter Napier, City Manager 

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk 
John Henley, City Attorney 

SUBJECT: Removing the Parade Ordinance, Ordinance No. 24-19, and the Special Event Guide and Policy, Resolution No. 19-159 from the table for October 1, 2019.

Meeting Type & Date
Regular Council Meeting
October 1, 2019

Action type
Minute Actions

Recommendation
That Council, by minute action, remove the parade ordinance, Ordinance No. 24-19, and the Special Event Guide and Policy, Resolution No. 19-159 from the table for the October 1, 2019 Council Meeting.

Summary
On August 6, 2019, Council met in regular session and held a public hearing for the Parade Ordinance. At that meeting Council raised several questions, and Council decided to table the item to allow Staff time to re-work items within the Ordinance and present to Council again. Because the resolution for the Special Event Guide and Policy was related to the Parade Ordinance, Staff recommended that Council also table this item for further review and changes.

On September 10, 2019, Staff presented information and changes to Council in their Work Session. Council directed Staff with regard to any changes necessary and asked that the items be removed from the table at the next regularly scheduled Council Meeting. Staff now asks that Council remove these items from the table for the October 1, 2019 Council Meeting.

Financial Considerations
No Financial Considerations

Oversight/Project Responsibility
John Henley, City Attorney
Fleur Tremel, City Clerk/Assistant to the City Manager

Attachments
None

September 13, 2019

MEMO TO: J. Carter Napier, City Manager *sw*
FROM: Liz Becher, Community Development Director *lb*
Craig Collins, AICP, City Planner
SUBJECT: Consideration of a Resolution Rescinding Resolution Number 17-207, and Adopting Revised Historic Preservation Program Rules and Regulations.

Meeting Type & Date:

Regular Council Meeting, September 17, 2019.

Action Type:

Minute Action, Establishing Date of Public Hearing

Recommendation:

Staff recommends that the City Council, by minute action, establish October 1, 2019 as the date of public hearing for consideration of a resolution rescinding resolution number 17-207, and adopting revised Historic Preservation Program Rules and Regulations.

Summary:

Earlier this year the City Council was approached by members of the Casper Historic Preservation Commission who requested that the Council consider revising the Rules and Regulations for the Commission, as they relate to a limitation on the number of terms that volunteers are allowed to serve. The members of the Commission felt that finding good volunteers to serve on the Commission is difficult, and that continuity and "institutional knowledge" would suffer by having excessive turnover. Case in point, at the end of 2019, six (6) out of the eleven (11) current members of the Commission are scheduled to turn over because they will have served their maximum of two (2) terms.

In reviewing Section 2.40.070 of the Casper Municipal Code, it was discovered that although the Code specifies that the term for volunteers on the Historic Preservation Commission is for three (3) years, it does not provide a limitation on the number of terms that may be served. The limitation on terms is only found in the Rules and Regulations, adopted separately, by Resolution number 17-207. Staff proposes removing the limitation on the number of terms that volunteers may serve, and making the Rules and Regulations consistent with City Code.

Financial Considerations:

Not applicable.

Oversight/Project Responsibility:

Community Development Department

Attachments:

Resolution

RESOLUTION NO. _____

A RESOLUTION RESCINDING RESOLUTION NUMBER 17-207, AND ADOPTING REVISED HISTORIC PRESERVATION PROGRAM RULES AND REGULATIONS FOR THE CITY OF CASPER, WYOMING

WHEREAS, the Historic Preservation Program was established in 1987; and,

WHEREAS, the Historic Preservation Program Rules and Regulations were originally adopted on September 1, 1987, and amended multiple times in the past, specifically by Resolution Numbers 87-126, 03-256, and 12-256; and,

WHEREAS, in November of 2017 the City Council rescinded previous resolutions, and adopted new Historic Preservation Program Rules and Regulations via Resolution Number 17-207; and,

WHEREAS, Section 2 of the adopted Rules and Regulations limits membership on the Historic Preservation Commission to no more than two (2) consecutive three (3) year terms; and,

WHEREAS, the City Council greatly appreciates the contribution of the Historic Preservation Commission volunteers, and desires to remove the limitation on the number of terms that may be served, which is consistent with Section 2.40.070 of the Casper Municipal Code, which does not provide for a limitation on the number of terms that may be served; and,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That Resolution Number 17-207 is hereby rescinded, and the City of Casper Historic Preservation Program Rules and Regulations (Revised 2019) are hereby adopted to read as follows:

Section 1. Title.

These revised rules and regulations for the Historic Preservation Program for the City of Casper, Wyoming, for the implementation of Ordinance No. 66-87, are entitled City of Casper Historic Preservation Program Rules and Regulations (Revised 2019).

Section 2. Commission Members.

- 2.1 Information on credentials of the Commission members must be kept on file and available for public inspection by the Community Development Department.
- 2.2 When an appropriate discipline is not represented among the Commission members, the Commission shall be required to seek the appropriate expertise and consider National Register nominees or other actions that will impact properties which are normally evaluated by professionals in such disciplines.
- 2.3 The term of the members of the Historic Preservation Commission shall be three (3) years. ~~Members may be appointed for no more than two (2) consecutive terms.~~

- 2.4 Any member may be removed at the sole discretion of a majority of a then full City Council.

Section 3. Ethics and Conflict of Interest.

The "Public Service Code of Ethics" as set forth in Chapter 2.60 of the Casper Municipal Code shall apply to the Historic Preservation Commission members regarding ethics and conflicts of interest.

Section 4. Meetings.

The Commission shall meet a minimum of six (6) times per year at a date, time and place established by the Chairman or a majority of the Commission for the purpose of carrying out the functioning of the Commission. All meetings of the Commission shall be open to the public. To transact any official business, a quorum must be present. A quorum is a simple majority of the total current membership of the Commission.

Section 5. Officers.

- 5.1 Nomination and election of officers for the upcoming year will be held at the January meeting or at the first meeting of the calendar year.
- 5.2 The officers of the Commission shall consist of a Chairman and Vice-Chairman.
- 5.3 The Chairman shall be responsible for presiding over and calling to order all regular and special meetings, announcing business to be conducted, provided for swift, orderly, and pertinent discussions of questions arising during proceedings and putting them to a vote. The Chairman shall also announce the result of the votes and authenticate, by his or her signature when necessary, all acts, orders, and proceedings of the Commission.
- 5.4 Upon absence of the Chairman, the Vice-Chairman shall automatically become the presiding officer of the Commission. The Vice-Chairman shall also be able to sign any documents for the Commission in the absence of the Chairman.
- 5.5 Each elected officer shall serve for one year, or until his or her successor takes office.

Section 6. Minutes.

Minutes of the records of the proceedings of the Commission shall be available to the Casper City Council, as well as submitted for permanent record keeping to the Records Management office at city hall. The Commission shall monitor, or report to the State Historic Preservation Officer, any activity affecting significant property with its jurisdiction.

Section 7. Annual Report.

An annual report of the activities of the Commission shall be submitted to the Casper City Council and the State Historic Preservation Officer.

Such report shall include, but is not limited to, items such as the number and type of cases reviewed, review decisions, proposed nominations, updated resumes of Commission members, appointees to

the Commission, meeting attendance records, progress reports on survey activities, and National Register nominations received.

Section 8. Education/Training.

Each Commission member is ~~required~~ ENCOURAGED to attend at least one (1) informal or educational meeting per year, as sponsored by the State Historic Preservation Officer, Certified Local Government or other qualified organization that pertains to the work and function of the Commission for historic preservation. The State Historic Preservation Officer will provide information to all Historic Preservation Commissions.

Section 9. Funding.

The Commission shall have the right to receive and spend funds legally received from any and every source, both in and out of the State of Wyoming, for the purpose of carrying out the provisions of these rules and regulations.

Section 10. Petitions for Local Designation/Listings.

A landowner, or other interested party, may submit a recommendation to the Commission for consideration of local listings. The Commission must diligently process any petition.

Section 11. Notification of Certification.

Notice of proposed designations shall be sent by regular mail to the owner of property, as identified by the latest tax record on file in the Natrona County Assessor's Office, proposed for designation, describing the property proposed and announcing a public hearing by the Commission to consider said designation.

Section 12. Notification of Property Owners for Public Hearing.

The Commission shall attempt to notify owners of property which are proposed for designation. The City shall advertise the Public Hearing once in a daily newspaper, at least fifteen (15) days prior to public hearing.

12.1 At the public hearing:

- A. The Commission may solicit expert testimony regarding historical, architectural, cultural, or archeological importance of the site, building, structure, district, or facility under consideration for designation.
- B. The Commission may present testimony or documentary evidence of its own to establish a record regarding historical, architectural, cultural, or archeological importance of the proposed designation.
- C. The Commission shall afford to the owner of said property reasonable opportunity to present testimony or documentary evidence regarding the importance of the proposed designation.
- D. The Owner of the property proposed for designation shall be afforded the right to representation by counsel.

- E. In his/her interest, the party may present testimony or documentary evidence regarding the proposed designation at the public hearing.
- F. The Commission, after holding a public hearing, must submit its decision the City Council within thirty (30) days of the public hearing. The City Council will act upon the recommendation of the Commission within sixty (60) days. The decision may be appealed by either party to the local District Court.

Section 13. Owners Notified of Designation.

Owners must be notified of the designation decision within fourteen (14) days after the Commission meeting. The State Historic Preservation Officer and other agencies, as appropriate, shall be notified of designation by the commission within thirty (30) days of the date of which the Casper City Council ratified designation of the site, building, structure, district, or facility as worthy of preservation. The Commission shall cause to be filed, with the appropriate legal entity, a certificate of notification that such property is designated, and such certificate of notification shall be maintained in the office of the City Planner until such time as the designation may be withdrawn by the Commission.

Section 14. Rescind Designation of Site.

The Commission may recommend to the Council that the Council rescind the designation of any site, building, structure, district, or facility if, due to professional error, the property was incorrectly designated. The Commission shall follow the public notification procedures as specified above to rescind the previous designation.

Section 15. Participation in the National Register Process.

The Commission shall review each pending National Register Nomination that lies within the corporate limits of the City of Casper.

The Commission will comply with *The Certified Local Government Handbook* as written by the State Historic Preservation Officer and officially approved by the Department of Interior.

BE IT FURTHER RESOLVED: That upon passage and execution of this resolution in accordance with law, this resolution shall be filed with the office of the Natrona County Clerk.

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

September 11, 2019

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

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk *FT*
John Henley, City Attorney *JH*

SUBJECT: Establish October 1, 2019 as the Public Hearing Date for the Parade Ordinance No. 24-19 and First Reading of the Ordinance.

Meeting Type & Date

Regular Council Meeting
October 1, 2019

Action type

Establish Public Hearing
Minute Action

Recommendation

That Council, by minute action, establish October 1, 2019 as the Public Hearing date for the Parade Ordinance No. 24-19 and first reading of the ordinance.

Summary

On August 6, 2019, Council met in regular session and held a public hearing for the Parade Ordinance. At that meeting Council raised several questions, and Council decided to table the item to allow Staff time to re-work items within the Ordinance and present to Council again.

On September 10, 2019, Staff presented information and changes to Council in their Work Session. Council directed Staff with regard to any changes necessary and asked that the item be removed from the table at the next regularly scheduled Council Meeting. The item will be removed from the table on September 17, 2019 pending a motion, a second, and approval by a majority of Council. Staff now asks that Council establish the Public Hearing date for October 1, 2019.

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

John Henley, City Attorney

Attachments

None

September 6, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Liz Becher, Community Development Director *LB*
SUBJECT: Public Hearing for Consideration of a Resolution certifying Annexation compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to determine if the Annexation of the Green Valley Village Mobile Home Community complies with W.S. §15-1-402.

Meeting Type & Date:

Regular Council Meeting, September 17, 2019.

Action Type:

Resolution with public hearing.

Recommendation:

That Council, approve a Resolution confirming that the annexation of the Green Valley Village Mobile Home Community complies with W.S. §15-1-402.

Summary:

Pursuant to the Wyoming State Statutes pertaining to annexations, as amended, Council must find that any annexation complies with certain conditions related to the suitability and feasibility of the annexation. In addition, the Council must also accept the annexation report prepared to outline the costs and benefits of the annexation to the City and to the future owners of the property to be annexed.

The Casper City Council approved Resolution No. 19-104 initiating the annexation of the Green Valley Mobile Home Park, located at 2760 South Robertson Road. The property encompasses approximately 14-acres, consists of a single, un-platted lot, and is located on the west side of Robertson Road. The property is surrounded on all four sides by properties located within the Casper City limits, and is serviced by City of Casper public utilities. Trash collection within the mobile home park is handled by private contractors. All internal "streets" are privately owned and maintained, and Robertson Road, along the east frontage of the property is fully developed.

In approving the resolution, the Council is formally making the following findings:

1. The annexation of the area is for the protection of health, safety, and welfare of the persons residing in the area and in the City because public utilities, including water and/or sewer, are available to the property, as are all other City services, including, but not limited to Emergency Services.
2. The urban development of the area will constitute a natural, geographical, economical, and social part of the City because the area is entirely surrounded by properties currently located

within the City limits of Casper. The area is not isolated by any natural or man-made features and is a natural extension of the City limits.

3. The annexation of the area is a logical and feasible addition to the City and the extension of basic and other services customarily available to the residents of the City can reasonably be furnished to the area because the area is adjacent to properties currently being served by City services. The area can be serviced without the need for additional City-funded infrastructure such as water trunk lines, booster stations, or storage tanks. The City of Casper will not have to expend capital dollars on emergency response or public works equipment, nor hire additional personnel to serve this area.
4. The annexation of the area is contiguous with, and adjacent to, the City limits on all four sides.
5. The City does not operate its own electric utility. Rocky Mountain Power will provide electric service for the area, as they do for the balance of the City of Casper.
6. All of the conditions required and set forth in Wyoming State Statute 15-1-402(c) exist and the required procedures for the annexation of the area have been met. This annexation report was prepared pursuant to Wyoming State Statute 15-1-402(c) and will be disseminated to affected landowners and utility companies according to Wyoming Law.
7. The time and place for the public hearing to determine whether or not the proposed annexation complies with Wyoming State Statute 15-1-402 was published in the Casper Star-Tribune twice; a minimum of 15-days prior to the final public hearing, and notice will be given as provided by Wyoming State Statute 15-1-405.

The annexation report, prepared pursuant to Wyoming State Statute §15-1-402, offers information that provides support for the findings as required by Statute. The annexation report concludes that the City can provide public services to this property without additional staff, equipment, or facility/infrastructure expansion.

Oversight/Project Responsibility:

Craig Collins, AICP, City Planner, is tasked with processing annexations.

Attachments:

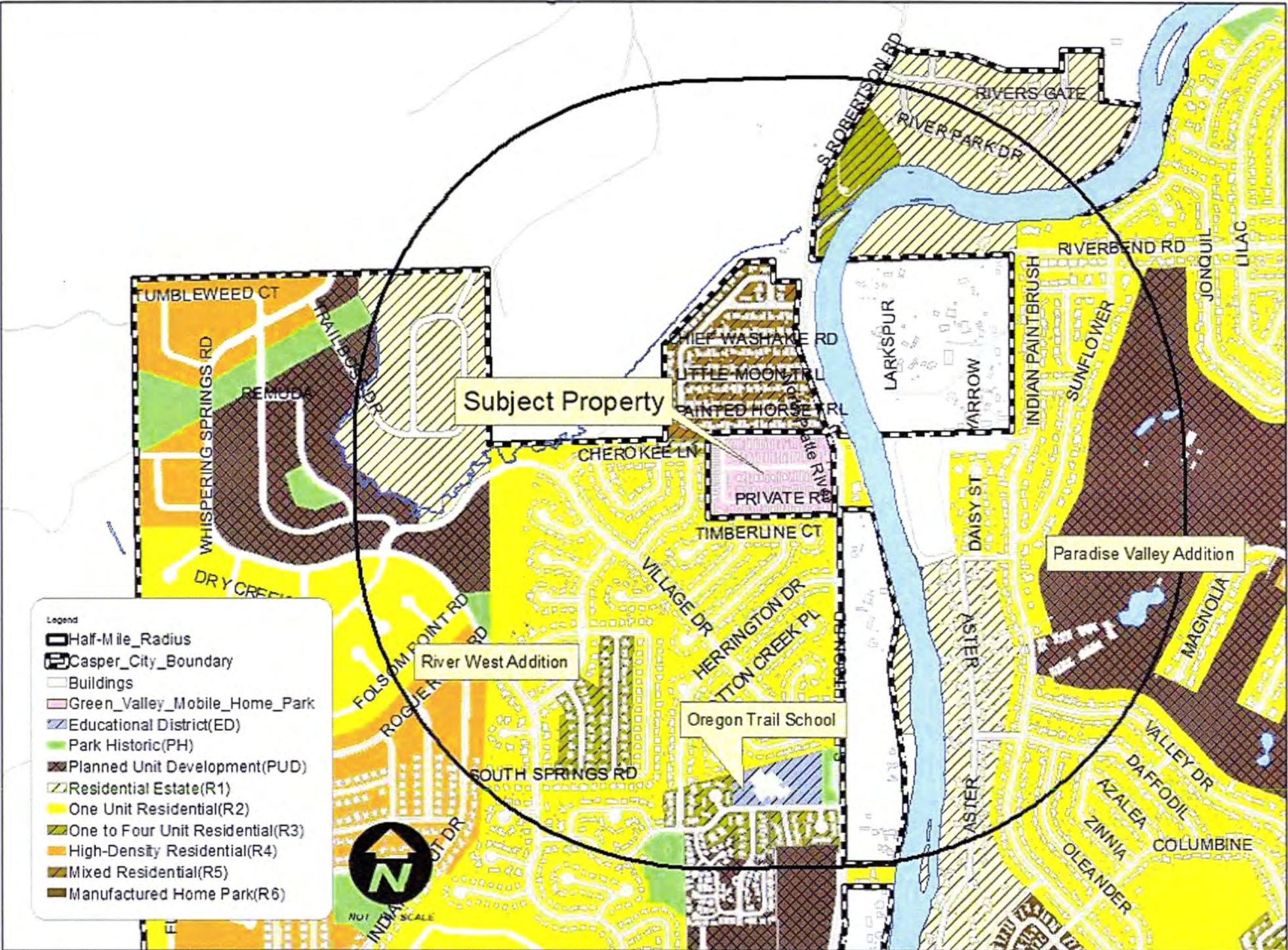
Location Map

Resolution

Ordinance

Annexation Study/Report

Green Valley Mobile Home Park Potential Annexation Area



RESOLUTION NO. 19-189

A RESOLUTION FINDING FACTS PURSUANT TO WYOMING STATUTE 15-1-402 REGARDING THE ANNEXATION OF THE GREEN VALLEY MOBILE HOME PARK, LOCATED AT 2760 SOUTH ROBERTSON ROAD, COMPRISING 14-ACRES, MORE OR LESS

WHEREAS, the hearing to determine whether the above-described area is eligible for annexation and otherwise meets the requirements of Wyoming State Statute 15-1-402 was properly set for hearing before the Casper City Council, notice thereof being properly published and given pursuant to Wyoming State Statute 15-1-405; and,

WHEREAS, the City Council, pursuant to Wyoming State Statute 15-1-402, is required to consider and make certain findings prior to the above-described property is eligible for annexation.


NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the following findings of facts have been and are hereby found, based on the record in this matter, by the governing body of the City of Casper.

1. The annexation of the area is for the protection of health, safety, and welfare of the persons residing in the area and in the City because public utilities, including water and/or sewer, are available to the property, as are all other City services, including, but not limited to, Emergency Services.
2. The urban development of the area will constitute a natural, geographical, economical, and social part of the City because the area is entirely surrounded by properties currently located within the City limits of Casper. The area is not isolated by any natural or man-made features and is a natural extension of the City limits.
3. The annexation of the area is a logical and feasible addition to the City and the extension of basic and other services customarily available to the residents of the City can reasonably be furnished to the area because the area is adjacent to properties currently being served by City services. The area can be serviced without the need for additional City-funded infrastructure such as water trunk lines, booster stations, or storage tanks. The City of Casper will not have to expend capital dollars on emergency response or public works equipment, nor hire additional personnel to serve this area.

4. The annexation of the area is contiguous with, and adjacent to, the City limits on all four sides.
5. The City does not operate its own electric utility. Rocky Mountain Power will provide electric service for the area, as they do for the balance of the City of Casper.
6. All of the conditions required and set forth in Wyoming State Statute 15-1-402(c) exist and the required procedures for the annexation of the area have been met. This annexation report was prepared pursuant to Wyoming State Statute 15-1-402(c) and was disseminated to affected landowners and utility companies according to Wyoming Law.
7. Legal notice specifying the date, time, and place for a public hearing to determine whether or not the proposed annexation complies with Wyoming State Statute 15-1-402 was published in the Casper Star-Tribune twice, at least fifteen (15) days prior to the public hearing, and notice was given as provided by Wyoming State Statute 15-1-405.

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

ORDINANCE NO. 26-19

AN ORDINANCE APPROVING THE CITY-INITIATED ANNEXATION OF THE GREEN VALLEY MOBILE HOME PARK, COMPRISING 14-ACRES, MORE OR LESS, LOCATED AT 2760 SOUTH ROBERTSON ROAD

WHEREAS, the Casper City Council approved Resolution No. 19-104, initiating the annexation of the Green Valley Mobile Home Park, located at 2760 South Robertson Road, and more particularly described by metes and bounds as shown on the attached Exhibit A, which is hereby incorporated into this ordinance as though fully set forth; and,

WHEREAS, the Green Valley Mobile Home Park property is one hundred percent (100%) surrounded by properties currently located within the Casper corporate limits; and,

WHEREAS, pursuant to Section 17.12.180 of the Casper Municipal Code, the City Council may impose zoning on the property to be annexed; and,

WHEREAS, the Generation Casper Comprehensive Land Use Plan, adopted in 2017, supports the zoning of the property as R-6 (Manufactured Home (Mobile) Park); and,

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

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

SECTION 1:

The annexation of the Green Valley Mobile Home Park, comprising 14-acres, more or less, and further described in Exhibit A, 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 R-6 (Manufactured Home (Mobile) Park) zoning of the Green Valley Mobile Home Park is hereby approved.

SECTION 3:

All utility franchises shall be furnished a copy of this ordinance, and other information required by the franchises, as official notice of the expansion of the City limits.

SECTION 4:

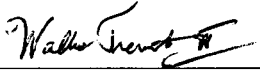
This ordinance shall, pursuant to W. S. § 15-1-408, be in full force and effect on the 21st business day following third reading approval by the City Council, and following publication.

PASSED on 1st reading the 20th day of August, 2019.

PASSED on 2nd reading the 3rd day of September, 2019.

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

APPROVED AS TO FORM:



ATTEST:

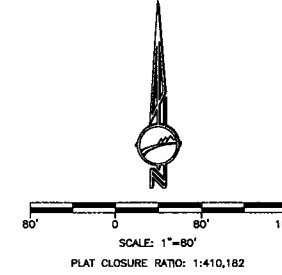
CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

AN ANNEXATION PLAT OF THE GREEN VALLEY MOBILE ADDITION

A SUBDIVISION OF PORTION OF THE NE1/4SE1/4 AND SE1/4SE1/4, SECTION 15, TOWNSHIP 33 NORTH, RANGE 80 WEST, SIXTH PRINCIPAL MERIDIAN, NATRONA COUNTY, WYOMING TO THE CITY OF CASPER, WYOMING
SCALE: 1"=80'



BASIS OF BEARING:
WYDOT GRID NORTH BASED ON WYOMING STATE PLANE COORDINATES, EAST CENTRAL ZONE, NAD83/93
GROUND DISTANCE - U.S. SURVEY FOOT USING A PROJECT FACTOR OF 1.000248580

COORDINATES REFER TO CITY OF CASPER GIS DATUM, WYOMING STATE PLANE COORDINATES, EAST CENTRAL ZONE, NAD 83/86. ELEVATIONS REFER TO NAVD88 AND ARE NOT TO BE USED AS BENCHMARKS.

LEGEND:
RECOVERED BRASS CAP ○
RECOVERED ALUMINUM CAP □
SET BRASS CAP ◻
MEASURED RECORD ————
ANNEXATION BOUNDARY EASEMENT - - - - -

CERTIFICATE OF ANNEXATION AND DEDICATION

The City of Casper, Natrona County, Wyoming, through its Mayor, hereby certifies that the foregoing lands located in and being portions of the NE1/4SE1/4 and SE1/4SE1/4, Section 15, Township 33 North, Range 80 West of the Sixth Principal Meridian, Natrona County, Wyoming and also identified as a portion of Green Valley Mobile, a subdivision in Natrona County, Wyoming and being more particularly described by metes and bounds as follows:

Beginning at the northeasterly corner of the Parcel being described and a point in the westerly line of Robertson Road and from which point the southeast corner of said NE1/4SE1/4 and SE1/4SE1/4 corner common to Sections 14 and 15, bears S.72°36'25"E., 139.77 feet; thence from said Point of Beginning and along the easterly line of said Parcel and the westerly line of said Robertson Road, S.1°22'11"E., 48.40 feet to a point; thence continuing along the easterly line of said Parcel and the westerly line of said Robertson Road, N.88°37'55"E., 35.39 feet to a point; thence S.18°29'50"E., 14.24 feet to a point; thence N.71°29'38"E., 15.00 feet to a point; thence S.17°53'38"E., 5.99 feet to the beginning of a curve; thence along the arc of a true curve to the right, having a radius of 600.00 feet and through a central angle of 16°23'02", southeasterly, 171.57 feet and the chord of which bears S.10°18'23"E., 170.99 feet to the end of said curve; thence S.89°30'25"W., 9.76 feet to a point; thence S.0°29'54"E., 16.90 feet to a point; thence S.89°30'10"W., 25.00 feet to a point; thence S.0°29'50"E., 50.00 feet to a point; thence N.89°30'10"E., 25.00 feet to a point; thence S.0°29'41"E., 15.52 feet to a point; thence N.89°30'06"E., 10.00 feet to a point; thence S.0°29'50"E., 170.00 feet to a point; thence S.89°30'26"W., 10.00 feet to a point; thence S.0°29'52"E., 16.00 feet to a point; thence S.89°30'16"W., 20.00 feet to a point; thence S.0°29'46"E., 50.00 feet to a point; thence N.89°30'16"E., 20.00 feet to a point; thence S.0°29'43"E., 14.00 feet to a point; thence N.89°30'26"E., 10.00 feet to a point; thence S.0°29'05"E., 74.35 feet to the southeasterly corner of said Parcel and the northeasterly corner of a drainage and utility easement in River West Estates; thence along the southerly line of said Parcel and the northerly line of said River West Estates, S.88°36'12"W., 950.26 feet to the southwest corner of said Parcel and southeasterly corner of Lot 146, River West Estates; thence along the westerly line of said Parcel and the easterly line of said River West Estates, N.0°30'42"W., 595.20 feet to a point and northeasterly corner of Lot 153, River West Estates, and southeasterly corner of Lot 25, Block 1, River Vista Addition and a point in and intersection with the southerly line of said NE1/4SE1/4, Section 15; thence along the westerly line of said Parcel and easterly line of said Lot 26, Block 1, River Vista Addition, N.0°39'36"W., 44.88 feet to the northwesterly corner of said Parcel and southwest corner of Lot 27, Block 1, River Vista Addition; thence along the northerly line of said Parcel and the southerly line of said River Vista Addition, N.88°40'08"E., 864.58 feet to the Point of Beginning and containing 13.711 acres, more or less, as set forth by the plat attached and made a part hereof.

The lands as appears on this Plat was duly annexed into the corporate boundaries of the City of Casper, Natrona County, Wyoming pursuant to the land owners petition under the provisions of Section 15-1-401 et. seq. of the Wyoming State Statutes, 1977, as amended and after Notice and Public Hearing, City Ordinance Number _____, was passed and adapted on final reading on the _____ day of _____, 2019, accordingly the land described is annexed to the City of Casper, Wyoming. The annexation as named above and Robertson Road as shown on the Plat has previously been dedicated as a public road and all existing roadways within Lot 1, Green Valley Mobile Addition are private with no public maintenance.

Dated this _____ day of _____, 2019.

CITY OF CASPER, NATRONA COUNTY, WYOMING
200 N. DAVID STREET
CASPER, WYOMING 82601

Attest: _____
City Clerk Mayor

CERTIFICATE OF SURVEYOR

I, Paul R. Svenson, a registered professional land surveyor, License No. 10272, do hereby certify that this plat was made from notes taken during actual surveys made by me or under my direct supervision during the month of June, 2019 and that this plat, to the best of my knowledge and belief, correctly and accurately represents said surveys.



STATE OF WYOMING }
COUNTY OF NATRONA } ss

The foregoing instrument was acknowledged before me by Paul R. Svenson this _____ day of _____, 2019.

Witness my hand and official seal.

My commission expires: _____ Notary Public

APPROVALS

APPROVED: City Council of the City of Casper, Wyoming this _____ day of _____, 2019.

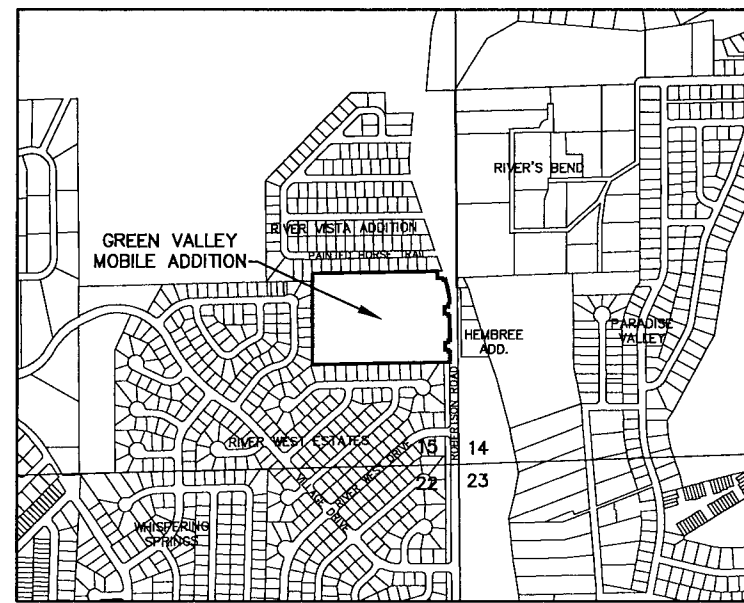
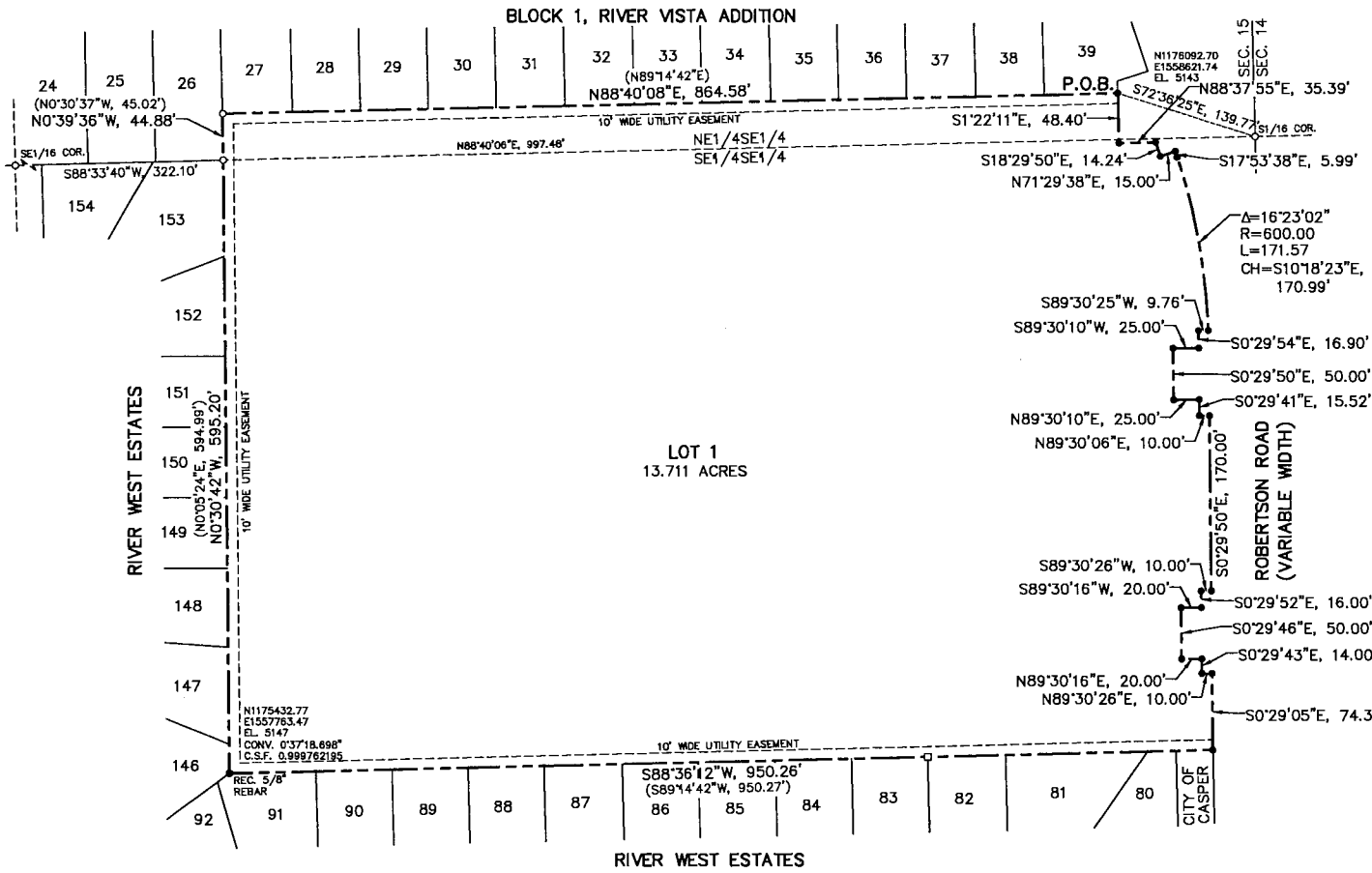
Attest: _____
Town Clerk Mayor

INSPECTED AND APPROVED on the _____ day of _____, 2019.

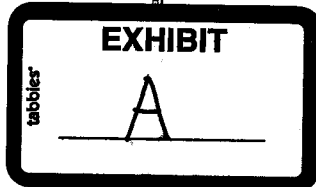
City Engineer

INSPECTED AND APPROVED on the _____ day of _____, 2019.

City Surveyor



LOCATION AND VICINITY MAP
SCALE: 1"=600'



ENGINEERING • SURVEYING
200 PRONBORN, CASPER, WY. 82601
W.D. NO.: 1469402 DATE: 6-28-19 FILE NAME: GREEN VALLEY MOBILE ANNEX

Green Valley Mobile Addition

2019 ANNEXATION REPORT

July, 2019

PREPARED BY:

CITY OF CASPER
COMMUNITY DEVELOPMENT DEPARTMENT

PURPOSE

This report, a statutory requirement of annexations, is in general terms, a cost/benefit analysis meant to provide the City and affected property owners a clear picture of the effects of annexing properties into the City of Casper.

BACKGROUND INFORMATION / DESCRIPTION OF AREA

The Casper City Council approved Resolution No. 19-104 initiating the annexation of the Green Valley Mobile Home Park, located at 2760 South Robertson Road. The property encompasses approximately 14-acres, consists of a single, un-platted lot, and is located on the west side of Robertson Road. The property is surrounded on all four sides by properties located within the Casper City limits, and is serviced by City of Casper public utilities. Trash collection within the mobile home park is handled by private contractors. All internal “streets” are privately owned and maintained, and Robertson Road, along the east frontage of the property is fully developed.

For the purpose of analysis within this report, the following assumptions have been made:

▪ Estimated Population	260
▪ Potential yearly sales tax revenue	\$147,160
▪ Potential yearly property tax revenue	\$362
▪ Area within designated Growth Boundary	Yes
▪ Enterprise Departments	Unaffected
▪ Potential building permit revenue	Negligible, area is built-out
▪ Surveying requirements	Unplatted, survey required
▪ Transit/Bus	Area is not currently served
▪ Municipal Code Compliance	No apparent violations
▪ Likely zoning classification	R-6 (Manufactured Home/Mobile Park)

DEVELOPMENT COSTS

There will not be any City-borne infrastructure development costs as a result of this annexation. All internal roads within the Mobile Home Park are privately owned and maintained. Robertson Road, which provides dedicated public access to the property, is fully improved, including a recently constructed 10’ wide pedestrian walkway. In that the parcel being annexed is in an infill area of the City, completely surrounded by properties already located within the City limits, therefore, no new public streets, new utilities, or other long-term maintenance obligations are being absorbed by the City.

The property owner will not be required to complete any public improvements, and therefore, will not incur any development costs as a result of the annexation of the property.

STATUTORY REQUIREMENTS

Wyoming Statute 15-1-402 sets specific requirements with regard to the annexation process and the supporting documentation. Subsection (c) requires that an annexing municipality prepare an annexation report, which shall, at a minimum, contain:

- (i) A map of the area proposed to be annexed showing identifiable landmarks and boundaries and the area which, as a result of the annexation, will then be brought within one-half (1/2) mile of the new corporate limits of the City, if it has exercised the authority granted under W.S. 15-3-202(b)(ii); *(See appendix for map)*.
- (ii) The total estimated cost of infrastructure improvements required of all landowners by the annexing municipality related to the annexation; *(See "Development Costs" section above)*.
- (iii) A list of basic and other services customarily available to residents of the city or town and a timetable when those services will reasonably be available to the area proposed to be annexed; *(See individual City Department or Division sections below, all services will be available immediately upon annexation)*.
- (iv) A projected annual fee or service cost for services described in paragraph (iii) of this subsection; *(See individual City Department or Division sections below)*.
- (v) The current and projected property tax mill levies imposed by the municipality; and, *(See "Economics and Sources of Revenue" section below for tax information)*.
- (vi) The cost of infrastructure improvements required within the existing boundaries of the municipality to accommodate the proposed annexation. *(See "Development Costs" section above)*.

COMPLIANCE WITH W.S. 15-1-402.

The annexation of the subject property meets the requirements of W.S. 15-1-402 for the following reasons:

1. The annexation of the area is for the protection of health, safety, and welfare of the persons residing in the area and in the City because public utilities, including water and/or sewer, are available to the property, as are all other City services, including, but not limited to Emergency Services.
2. The urban development of the area will constitute a natural, geographical, economical, and social part of the City because the area is entirely surrounded by properties currently located within the City limits of Casper. The area is not isolated by any natural or man-made features and is a natural extension of the City limits.
3. The annexation of the area is a logical and feasible addition to the City and the extension of basic and other services customarily available to the residents of the City can reasonably be furnished to the area because the area is adjacent to properties currently being served by City services. The area can be serviced without the need for additional City-funded infrastructure such as water trunk lines, booster stations, or storage tanks. The City of Casper will not have to expend capital dollars

on emergency response or public works equipment, nor hire additional personnel to serve this area.

4. The annexation of the area is contiguous with, and adjacent to, the City limits on all four sides.
5. The City does not operate its own electric utility. Rocky Mountain Power will provide electric service for the area, as they do for the balance of the City of Casper.
6. All of the conditions required and set forth in Wyoming State Statute 15-1-402(c) exist and the required procedures for the annexation of the area have been met. This annexation report was prepared pursuant to Wyoming State Statute 15-1-402(c) and will be disseminated to affected landowners and utility companies according to Wyoming Law.
7. The time and place for the public hearing to determine whether or not the proposed annexation complies with Wyoming State Statute 15-1-402 will be published in the Casper Star-Tribune twice; a minimum of 15-days prior to the final public hearing, and notice will be given as provided by Wyoming State Statute 15-1-405.

SERVICES TO BE PROVIDED BY THE CITY OF CASPER AND ESTIMATED COSTS.

Properties located within the City of Casper benefit from all the programs and services of local government. For purposes of this study, the eight (8) departments or divisions that provide direct, basic services to Casper properties have been considered, to gain a relative measure of service costs. In addition, the report considers the possible effects to the City's transit system, overseen by the Metropolitan Planning Organization (MPO).

The relative service costs for City services that are attributable to each property that is within the City of Casper municipal limits were derived by dividing each department's FY 2020 budget by the number of "properties" or "accounts" in the City of Casper (obtained from Public Utility Billing). According to the Public Utilities Division, there are approximately 20,559 residential properties/accounts and 1,874 commercial properties/accounts, for an approximate total of 22,433 properties/accounts in Casper. This analysis is intended to meet the Wyoming State Statutes' requirement to provide estimated service "costs" associated with the annexation. The analysis as presented does not suggest ACTUAL costs being incurred by the City, unless specifically noted herein, but attempts to quantifiably measure the impact of the annexation based on existing budgets and properties served. A second method of estimating costs has been included, which is based on population rather than the number of properties/accounts in Casper. The property-based analysis paints a much different, and possibly more accurate picture regarding the costs of growth. It is acknowledged that neither method is an ideal way to determine ACTUAL costs, but instead, is useful to illustrate different viewpoints on the financial effects of growth on the organization.

Although the costs provided within this report can, in most cases, be considered theoretical, and are only a consideration of immediate costs/benefits today, it is important for decision-makers to note that in general, whenever the City grows through annexations, and new streets are constructed, or new utilities are constructed, the City also acquires long-term maintenance costs associated with that new infrastructure. In addition, over the long-term, the incremental expansion of the City requires that City services such as fire, police, sanitation, snow plowing, transit, etc. must also expand, typically, with an inadequate increase in City funding/revenue necessary to cover the yearly provision of those services. It is, more often than not, a misconception that the increased tax revenue that the City receives as a result of annexations will adequately cover the actual long-term costs involved, especially if life-cycle/maintenance costs, and service costs are considered. Incrementally, these costs, over time, can have a very real negative impact on City finances. For this reason, carefully managing growth to be located in appropriate (infill) areas, and also managing the eventual land uses and densities associated with growth, is a financially conservative strategy that the City must consider to remain solvent over the long term.

- \$500-\$600 per lineal foot – Cost to build a standard City (local) street. Equates to \$2,640,000 - \$3,168,000 per mile, and includes curb, gutter, sidewalk, streetlights, asphalt, etc. (Source: CEPI – Civil Engineering Professionals Inc.)
- \$300,000 - \$591,000 per mile – Cost to maintain a local City Street (not collector or arterial) over a 20-year life-cycle. (Source: City Engineering Division)

➤ Expected routine maintenance includes:

- Year 2 – Crack Sealing
- Year 5 – Chip Seal and Crack Seal
- Year 7 – Crack Sealing
- Year 10 – Major Repair/Patching
- Year 13 – Crack Seal
- Year 15 – Chip Seal and Crack Seal
- Year 20 – Reconstruction

POLICE DEPARTMENT:

The Casper Police Department will provide law enforcement services, which consist of answering calls for service, and patrolling the proposed addition. Based on the total budget for the Police Department, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Police Department budget that is apportioned to each property/account in the City is \$690 (*\$15,490,691 current Police Department budget, divided by 22,433 properties/accounts in the City*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not be an accurate assessment. Instead, if estimated cost were based on population, the analysis would look much different. The addition of 260 persons would comprise a 0.4% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Police Department budget*) that would be attributable to this particular property is approximately \$69,664 per year (*\$15,490,691 x 0.4%*).

The Casper Police Department will not have to make any departmental changes in terms of personnel, equipment or vehicles that involve actual costs to the City as a result of this annexation. Police services will be available immediately upon the completion of the annexation of the area.

FIRE DEPARTMENT:

The Casper Fire Department provides fire / EMS services, which consist primarily of answering calls for emergency services. Based on the total budget for the Fire Department, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Fire Department budget that is apportioned to each property/account in the City is \$413 (*\$9,278,947 current Fire Department budget, divided by 22,433 properties*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not be an accurate assessment. Instead, if estimated cost were based on population, the analysis would look much different. The addition of 260 persons would comprise a 0.4% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Fire Department budget*) that would be attributable to this particular property is approximately \$37,116 per year ($\$9,278,947 \times 0.4\%$).

The Casper Fire Department will not have to make any departmental changes in terms of personnel, equipment or vehicles that involve actual costs to the City as a result of this annexation. Fire service will be available immediately upon the completion of the annexation of the area.

STREETS AND TRAFFIC DIVISIONS:

The Casper Street Division provides services such as road maintenance, snow-plowing and snow removal. The Traffic Division provides services such as traffic sign installation, streetlight repair, and traffic signal maintenance. Based on the total budget for the Street and Traffic Divisions, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Street and Traffic budget that is apportioned to each property/account in the City is \$171 (*\$3,831,942 current Street/Traffic budget, divided by 22,433 properties*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not be an accurate assessment. Instead, if estimated cost were based on population, the analysis would look much different. The addition of 260 persons would comprise a 0.4% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Street/Traffic budget*) that would be attributable to this particular property is approximately \$15,328 per year ($\$3,831,942 \times 0.4\%$).

The Streets/Traffic Division will not incur additional capital costs as a result of this annexation, and will not need to hire additional personnel or purchase additional equipment

to service this property. Streets/Traffic Division service will be available immediately upon the completion of the annexation of the area.

PUBLIC UTILITIES DIVISION (WATER AND SEWER):

The Public Utilities Division provides services such as water and sewer service, main maintenance, meter reading, hydrant flushing, meter replacement, and service line installation. The Public Utilities Division is an Enterprise Account and is totally self-funded through various fees.

The City will not incur any additional capital costs associated with providing water and sewer service to the area. There will be no new publicly-funded infrastructure required to serve the area, such as storage tanks, booster stations, lift stations or water trunk lines. There will not be additional operational costs. All costs to provide water and sewer service to the area should be equal to revenues generated by the property. Public Utilities service will be available immediately upon the completion of the annexation of the area.

SANITATION DIVISION:

The Sanitation Division provides weekly garbage collection and disposal services. The Sanitation Division is an Enterprise account, which means that the service is entirely paid for by user fees and is not funded out of the City general fund. All sanitation costs should equal the revenues generated by the users. Sanitation service will be available immediately upon the completion of the annexation of the area.

PARKS DIVISION:

The Parks Division builds and maintains parks, landscaping, sports facilities, open space and trails throughout the City, for the benefit of Casper residents. Based on the total budget for the Parks Division, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Parks Division budget that is apportioned to each property/account in the City is \$90 (*\$2,026,527 current Parks Division budget, divided by 22,433 properties*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not be an accurate assessment. Instead if estimated cost were based on population, the analysis would look much different. The addition of 260 persons would comprise a 0.4% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Parks Division budget*) that would be attributable to this particular property is approximately \$8,106 per year (*\$2,026,527 x 0.4%*).

The Parks Division will not have to make any departmental changes in terms of personnel, equipment, vehicles or new parks that involve actual costs to the City as a result of this annexation. Parks Division service will be available immediately upon the completion of the annexation of the area.

COMMUNITY DEVELOPMENT DEPARTMENT:

The Planning, Building/Code Enforcement Divisions provide services related to the inspection of structures as they are constructed, response to citizen complaints regarding violations of the Municipal Zoning Code, permitting and licensing contractors, and future land-use planning for the City. Based on the total budget for the Community Development Department, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Community Development budget that is apportioned to each property/account in the City is \$75 (*\$1,676,978 current Planning/Code Enforcement budget, divided by 22,433 properties*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not be an accurate assessment. Instead if estimated cost were based on population, the analysis would look much different. The addition of 260 persons would comprise a 0.4% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Planning/Code Enforcement budget*) that would be attributable to this particular property is approximately \$6,708 per year (*\$1,676,978 x 0.4%*).

The Community Development Department will not need to make any changes that will involve additional costs to the City as a result of the annexation of the area. Community Development Department service will be available immediately upon the completion of the annexation of the area.

ENGINEERING DIVISION:

The Engineering Division provides services such as the permitting of curb cuts, public utility locating, investigating drainage concerns, surveying, and oversight of capital construction projects. Based on the total budget for the Engineering Division, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Community Development budget that is apportioned to each property/account in the City is \$36 (*\$815,871 current Planning/Code Enforcement budget, divided by 22,433 properties*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not be an accurate assessment. Instead if estimated cost were based on population, the analysis would look much different. The addition of 260 persons would comprise a 0.4% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Engineering Division budget*) that would be attributable to this particular property is approximately \$3,263 per year (*\$815,871 x 0.4%*).

Current Engineering Division staff levels and equipment are adequate, and there will be no actual cost increase to the Engineering Division as a result of the annexation of the area. Engineering Division service will be available immediately upon the completion of the annexation of the area.

TRANSIT:

The City of Casper, along with surrounding towns, contracts with the Casper Area Transportation Coalition (CATC), a non-profit group, for transit service. The present contractor, CATC, is a private, non-profit organization governed by a Board of Directors that also oversees CATC's operations. CATC oversees two services:

1. The eponymously named CATC, which is a door-to-door paratransit service, providing transportation for the Casper area's handicapped and elderly populations;
2. The Bus, which is a fixed-route bus transit system.

Casper Area Transit (CAT) is financed through a combination of sources including the City of Casper One-Cent and General Fund, and Federal Transit Administration (FTA) Section 5307 and Section 5316 funds. The total amount of local Casper-only funding budgeted for Fiscal Year 2020 is \$608,000, while Federal funding sources total \$1,024,312. It is estimated that the fraction of the Transit budget that is apportioned to each property/account in the City of Casper to provide transit service is \$72.76 (\$1,632,312 is current Transit Casper and Federal-sourced budget, divided by 22,433 properties).

There will be no immediate budgetary impact to Transit as a result of this annexation.

ECONOMICS AND SOURCES OF REVENUE

City services are funded through a number of sources, including taxes and service/user fees. As indicated above, the enterprise fund services (water, sewer, and sanitation) are paid for one hundred percent (100%) by service/user fees collected, and do not impact the City's general fund. The remaining City services, funded out of the general fund, are supported in large part by various taxes and fees for services. The largest projected sources of general fund revenues for the City in FY20 are sales tax (\$18,672,852), revenue from the State of Wyoming (\$12,574,924), property taxes (\$4,160,683), charges for goods and services (\$5,196,957) and license/permit fees (\$6,238,998). It is generally accepted that given the current Wyoming tax structure, many residential properties do not generate sufficient tax revenue to the City to offset the expense to provide them with City services; whereas commercial properties typically generate higher property taxes, as well as sales taxes, to more-adequately cover the cost of providing City services.

As properties are developed, license/permit fees will be paid to the City in the form of building permits. Once developed, these areas generate revenues in the form of franchise fees for utilities such as cable, telephone, electricity and natural gas. Other impacts of an annexation are not easily measured but are no less important. With all development come construction jobs, sale of construction materials, furniture, furnishings, and numerous direct and indirect support to existing local businesses. In addition to direct employment generated in the construction industry, other employment sectors likely benefit as well, such as, but not limited to, real estate, engineers, environmental testing, architects and utility companies, all of which positively contribute to the overall local economy.

CONCLUSION

Assuming the City Council ultimately annexes the property, the property owner and residents will receive the same City services that every other property within the incorporated City receive. As illustrated, the City of Casper can provide these services without incurring any immediate additional costs related to a need for additional staff, equipment or publicly-funded facility expansion or infrastructure. The property is surrounded by properties that are already receiving City services; therefore, the property can be absorbed into the City of Casper without any noticeable financial or operational effect.

Green Valley Mobile Home Park (Robertson Road)			
Description	Revenue	Expenditures/Costs	Notes
Sales Tax (Population increase of 260)	\$147,160 yearly		
Property Tax (Total Assessed Value = \$72,375)	\$362 yearly		
Building Permits (Area is currently fully built-out)	\$0		
Public Street/Improvements Construction (All streets are internal/private)			\$0
Public Street Maintenance over a 20 year period (No public streets)			\$0
Surveying, recording, public notice & administrative costs to process annexation		(\$3,000 - \$6,500)	
General Fund Service Costs		\$140,185 yearly	*See Annexation Study/Report for analysis
Total Yearly Revenue	\$147,522		
Total Expenditures/Costs		(\$3,000 - \$6,500)	
20-year projections	\$2,950,440	(\$2,810,000)	
20-year projected Net	\$140,440		(Positive)
Estimated Time to Break-Even (Revenues equal Expenditures)	Not Applicable		*Revenue exceeds costs

Summary Table (Revenue vs. Costs over 20 years)

Although this report primarily analyzes the costs and benefits to the City of Casper (the organization), as with any development proposal, it must also be considered that there are costs and benefits to the entire community as well. When reviewing annexation proposals and development proposals in general, the City Council should recognize that there are significant differences in the cost/benefit balance depending on whether the growth/development is financially sustainable. Location is almost always the most important factor. Infill development, in proximity to existing City properties, is always less costly to service than new development areas on the outskirts. Conversely, low density, sprawling development is much more costly to provide with City services because of inherent inefficiencies of its location and design. Location, in this context, relates to proximity to existing public services, adequate transportation infrastructure, utility availability, overall density, and heavy dependence on the ultimate land use of the area.

APPENDIX

1. RESOLUTION INITIATING ANNEXATION.
2. VICINITY MAP OF AREA TO BE ANNEXED.
3. ANNEXATION EXHIBIT – LEGAL DESCRIPTION
4. 2018 MILL LEVIES FOR NATRONA COUNTY.
5. UTILITY COMPANY ADDRESSES.

RESOLUTION NO.19-104

A RESOLUTION INITIATING THE ANNEXATION OF 14.5-ACRES, MORE OR LESS, DESCRIBED AS THE GREEN VALLEY MOBILE HOME PARK, LOCATED AT 2760 SOUTH ROBERTSON ROAD

WHEREAS, the City of Casper ("City") provides water, sanitary sewer and emergency services ("City Services") to the Green Valley Mobile Home Park, located at 2760 South Robertson Road ("Outside Property"); and,

WHEREAS, the Outside Property is surrounded on all sides by properties currently located within the corporate limits of the City; and,

WHEREAS, it is a substantial benefit to Outside Property Owners and their successors in interest ("Outside Property Owners") to receive City Services; and,

WHEREAS, annexation of the Outside Property will ensure that those who are receiving City services are contributing financially to the cost of providing those services; and,

WHEREAS, City Council wishes to initiate the annexation of the Green Valley Mobile Home Park, pursuant to Section 16.36.010 of the Casper Municipal Code, and in accordance with Wyoming State Statutes.

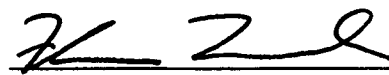
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That City staff shall initiate the annexation of the Green Valley Mobile Home Park, located at 2760 South Robertson Road, pursuant to State and local law.

PASSED, APPROVED AND ADOPTED this 18th day of June, 2019.

APPROVED AS TO FORM:




ATTEST:

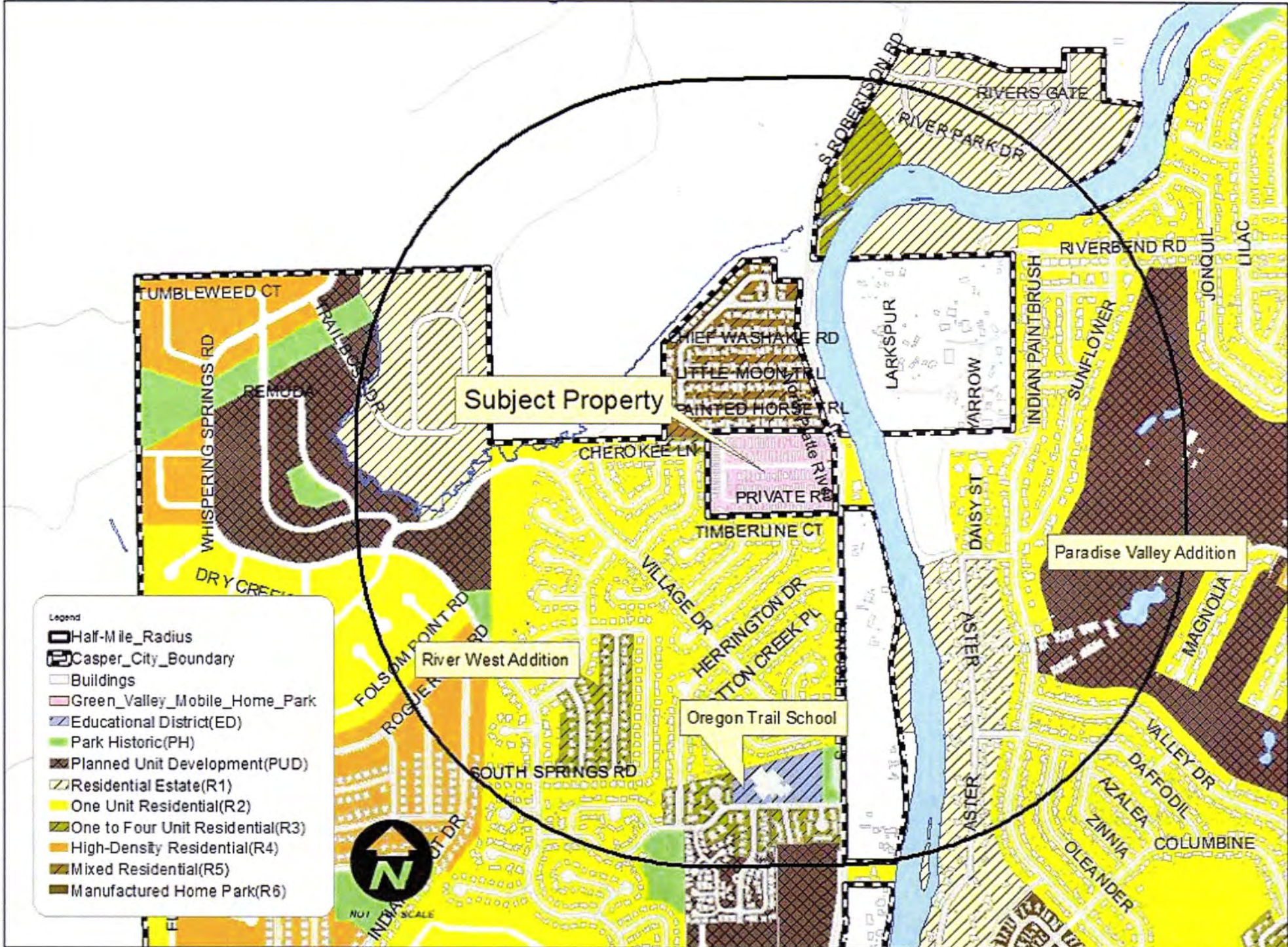

Fleur D. Tremel
City Clerk



CITY OF CASPER, WYOMING
A Municipal Corporation

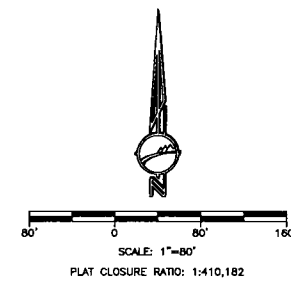

Charles Powell
Mayor

Green Valley Mobile Home Park Potential Annexation Area



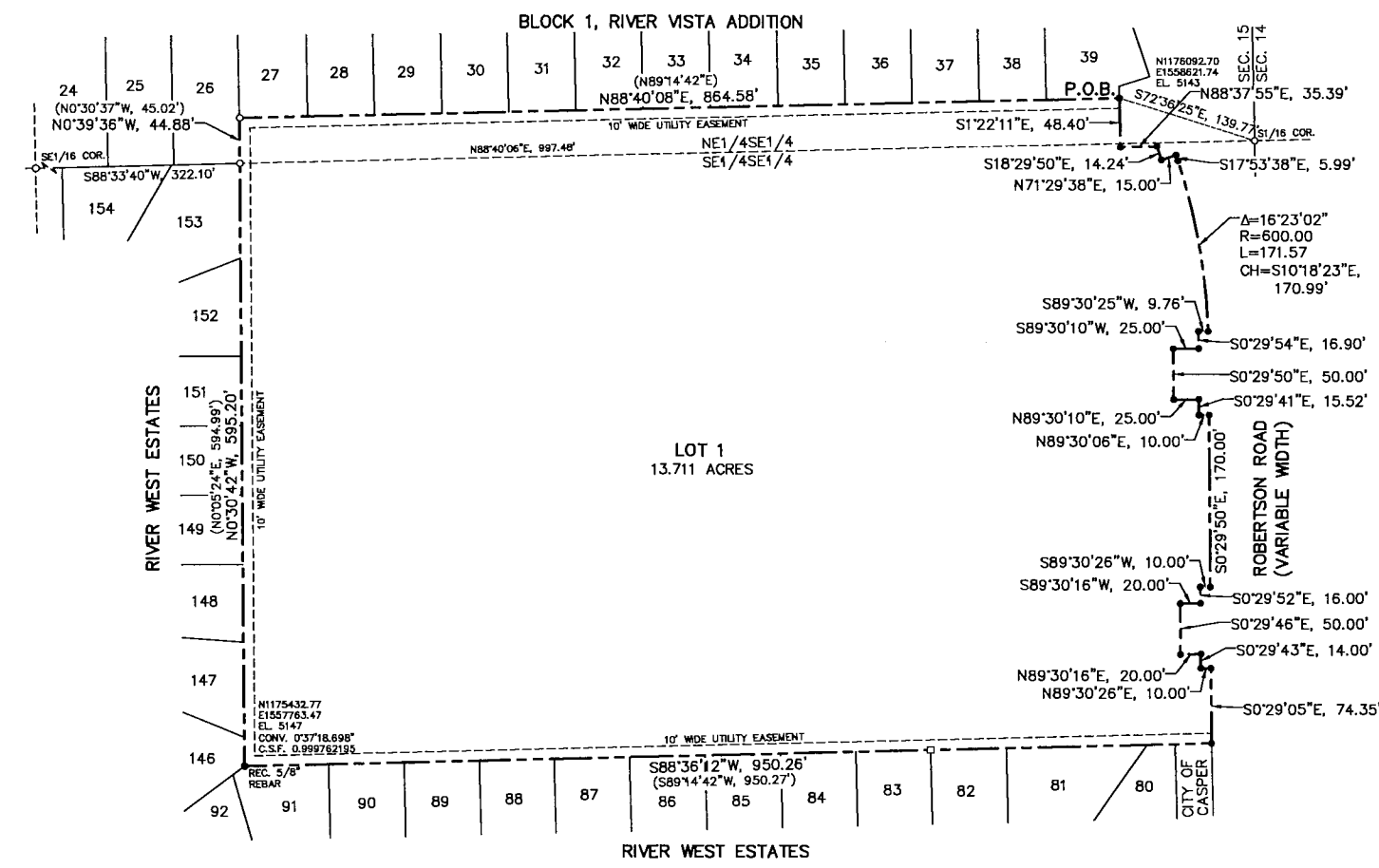
AN ANNEXATION PLAT OF THE GREEN VALLEY MOBILE ADDITION

A SUBDIVISION OF PORTION OF THE NE1/4SE1/4 AND SE1/4SE1/4, SECTION 15, TOWNSHIP 33 NORTH, RANGE 80 WEST, SIXTH PRINCIPAL MERIDIAN, NATRONA COUNTY, WYOMING TO THE CITY OF CASPER, WYOMING
SCALE: 1"=80'



LEGEND:
 RECOVERED BRASS CAP \circ
 RECOVERED ALUMINUM CAP \square
 SET BRASS CAP \bullet
 MEASURED RECORD \bullet
 ANNEXATION BOUNDARY EASEMENT $---$

COORDINATES REFER TO CITY OF CASPER GIS DATUM, WYOMING STATE PLANE COORDINATES, EAST CENTRAL ZONE, NAD 83/86. ELEVATIONS REFER TO NAVD88 AND ARE NOT TO BE USED AS BENCHMARKS.



CERTIFICATE OF ANNEXATION AND DEDICATION

The City of Casper, Natrona County, Wyoming, through its Mayor, hereby certifies that the foregoing lands located in and being portions of the NE1/4SE1/4 and SE1/4SE1/4, Section 15, Township 33 North, Range 80 West of The Sixth Principal Meridian, Natrona County, Wyoming and also identified as a portion of Green Valley Mobile, a subdivision in Natrona County, Wyoming and being more particularly described by metes and bounds as follows:

Beginning at the northeasterly corner of the Parcel being described and a point in the westerly line of Robertson Road and from which point the southeast corner of said NE1/4SE1/4 and S1/16 corner common to Sections 14 and 15, bears S72°36'25"E, 139.77 feet; thence from said Point of Beginning and along the easterly line of said Parcel and the westerly line of said Robertson Road, S1°22'11"E, 48.40 feet to a point; thence continuing along the easterly line of said Parcel and the westerly line of said Robertson Road, N88°37'55"E, 35.39 feet to a point; thence S18°29'50"E, 14.24 feet to a point; thence N71°29'38"E, 15.00 feet to a point; thence S17°53'38"E, 5.99 feet to the beginning of a curve; thence along the arc of a true curve to the right, having a radius of 600.00 feet and through a central angle of 16°23'02", southeasterly, 171.57 feet and the chord of which bears S10°18'23"E, 170.99 feet to the end of said curve; thence S89°30'25"W, 9.76 feet to a point; thence S0°29'54"E, 16.90 feet to a point; thence S89°30'10"W, 25.00 feet to a point; thence S0°29'50"E, 50.00 feet to a point; thence N89°30'10"E, 25.00 feet to a point; thence S0°29'41"E, 15.52 feet to a point; thence N89°30'06"E, 10.00 feet to a point; thence S0°29'43"E, 14.00 feet to a point; thence N89°30'16"E, 20.00 feet to a point; thence S0°29'52"E, 16.00 feet to a point; thence S89°30'26"W, 10.00 feet to a point; thence S0°29'46"E, 50.00 feet to a point; thence N89°30'16"E, 20.00 feet to a point; thence S0°29'43"E, 14.00 feet to a point; thence N89°30'26"E, 10.00 feet to a point; thence S0°29'05"E, 74.35 feet to the southeasterly corner of said Parcel and the northeasterly corner of a drainage and utility easement in River West Estates; thence along the southerly line of said Parcel and the northerly line of said River West Estates, S88°36'12"W, 950.26 feet to the southwesterly corner of said Parcel and southwesterly corner of Lot 146, River West Estates; thence along the westerly line of said Parcel and the easterly line of said River West Estates, N0°30'42"W, 595.20 feet to a point and northeasterly corner of Lot 153, River West Estates, and southeasterly corner of Lot 26, Block 1, River Vista Addition and a point in and intersection with the southerly line of said NE1/4SE1/4, Section 15; thence along the westerly line of said Parcel and easterly line of said Lot 26, Block 1, River Vista Addition, N0°39'36"W, 44.88 feet to the northwesterly corner of said Parcel and southwesterly corner of Lot 27, Block 1, River Vista Addition; thence along the northerly line of said Parcel and the southerly line of said River Vista Addition, N88°40'08"E, 864.58 feet to the Point of Beginning and containing 13.711 acres, more or less, as set forth by the plat attached and made a part hereof.

The lands as appears on this Plat was duly annexed into the corporate boundaries of the City of Casper, Natrona County, Wyoming pursuant to the land owners petition under the provisions of Section 15-1-401 et. seq. of the Wyoming State Statutes, 1977, as amended and after Notice and Public Hearing. City Ordinance Number _____ was passed and adopted on final reading on the _____ day of _____, 2019, accordingly the land described is annexed to the City of Casper, Wyoming. The annexation as named above and Robertson Road as shown on the Plat has previously been dedicated as a public road and all existing roadways within Lot 1, Green Valley Mobile Addition are private with no public maintenance.

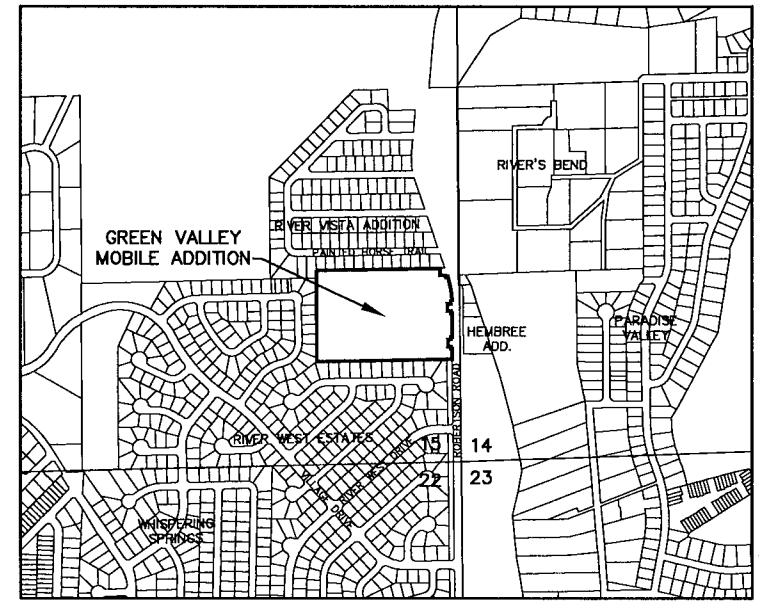
Dated this _____ day of _____, 2019.
 CITY OF CASPER, NATRONA COUNTY, WYOMING
 200 N. DAVID STREET
 CASPER, WYOMING 82601
 Attest: _____ Mayor
 City Clerk

CERTIFICATE OF SURVEYOR

I, Paul R. Svenson, a registered professional land surveyor, License No. 10272, do hereby certify that this plat was made from notes taken during actual surveys made by me or under my direct supervision during the month of June, 2019 and that this plat, to the best of my knowledge and belief, correctly and accurately represents said surveys.



STATE OF WYOMING)
 COUNTY OF NATRONA)
 The foregoing instrument was acknowledged before me by Paul R. Svenson this _____ day of _____, 2019.
 Witness my hand and official seal.
 My commission expires: _____
 Notary Public



LOCATION AND VICINITY MAP
SCALE: 1"=600'

APPROVALS

APPROVED: City Council of the City of Casper, Wyoming this _____ day of _____, 2019.
 Attest: _____ Mayor
 Town Clerk
 INSPECTED AND APPROVED on the _____ day of _____, 2019.
 City Engineer
 INSPECTED AND APPROVED on the _____ day of _____, 2019.
 City Surveyor

**2018 TAX LEVIES NATRONA COUNTY
TAXING DISTRICTS**

DISTRICT DIST #	CASPER							
	CASPER 150	EDGERTON 151	EVANSVILLE 152	MIDWEST 153	MILLS 154	BAR NUNN 155	MOUNTAIN 121	S D #1 120
State School Foundation Program	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000
School District #1								
6 mill school levy	6.000	6.000	6.000	6.000	6.000	6.000	6.000	6.000
Operating Levy	25.000	25.000	25.000	25.000	25.000	25.000	25.000	25.000
Recreation Levy	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
BOCES	0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500
Bonds & Interest	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
TOTAL SCHOOL DISTRICT	32.500	32.500	32.500	32.500	32.500	32.500	32.500	32.500
Community College								
Operating Levy	4.000	4.000	4.000	4.000	4.000	4.000	4.000	4.000
Additional Operating Levy	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
BOCES	0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500
Bonds & Interest	1.890	1.890	1.890	1.890	1.890	1.890	1.890	1.890
TOTAL COMMUNITY COLLEGE	7.390	7.390	7.390	7.390	7.390	7.390	7.390	7.390
Natrona County								
General Fund	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000
TOTAL NATRONA COUNTY	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000
County Weed & Pest	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Municipal Levies	8.000	8.000	8.000	8.000	8.000	8.000		
Sewer, Water & Fire Bonds								
Fire Protection							3.000	3.000
TOTAL LEVY FOR DISTRICT	72.890	72.890	72.890	72.890	72.890	72.890	67.890	67.890

2018 SPECIAL DISTRICTS

TAX DISTRICT	MILL LEVY		
0121 CASPER MOUNTAIN FIRE	3.000	0149 BRANDT-GOTHBERG	VARIES
0156 DOWNTOWN DEV AUTHORITY	16.00	0160 BLOODY TURNIP	\$150/\$300
0122 PIONEER WATER & SEWER	8.000	0162 BROOKHURST	\$120.00
0128 WARDWELL WATER & SEWER	8.000	0163 EAST HENRIE ROADWAY	\$264.00
0134 MILLS/WARDWELL	8.000	0164 BIG RIVER ESTATES	\$250 PER OWNER
		0167 NORTH MOUNTAIN VIEW	\$295.00 PER LOT OR \$20.00 ADM
		0169 MILE HIGH	\$175.00 PER TAP
		CATTLE TRAIL ACRES	
TAXING ENTITIES MILL LEVY		WEEK CREEK	
STATE SCHOOL FOUNDATION	12.00	0148 CLEAR FORK	\$600
SCHOOL DISTRICT #1	32.50	0170 SCHLAGER I & S	
CASPER COLLEGE	7.390	0171 SIX MILE DRAW	
COUNTY WEED & PEST	1.000	0172 HORSE RANCH ACRES I & S	
MUNICIPAL LEVIES	8.000	0173 CATTLE TRAIL ACRES I & S	
COUNTY FIRE PROTECTION	3.000		
CASPER MOUNTAIN FIRE	3.000		
NATRONA COUNTY	12.00		

IMPROVEMENT & SERVICE DISTRICTS	REQUESTED DOLLARS
0123 PURSEL LANDS	\$100.00 PER LOT
0124 LAKEVIEW	\$530.00
0126 WESTLAND PARK	\$250.00
0127 RED BUTTE	\$225.00
0131 RENAUNA	VARIES
0132 SKYLINE RANCHES	VARIES
0136 VISTA WEST/WESTGATE PARK	\$986.00
0137 WEBB CREEK	\$700.00
0139 SANDY LAKE ESTATES	\$100.00
0140 SUNLIGHT	\$100.00
0141 INDIAN SPRINGS	VARIES
0142 THE ASPENS	\$250.00
0143 PARK EAST RANCHETTES	\$40.00
0144 POISON SPIDER	\$625.00
0146 SKYVIEW/COLMAN	\$200.00 PER LOT

UTILITIES

Rocky Mountain Power

Rocky Mountain Power
2840 East Yellowstone Hwy
Casper, WY 82609

Century Link

Century Link
103 North Durbin Street
Casper, WY 82601

Charter

Charter
451 South Durbin Street
Casper, WY 82601

Black Hills Energy

Black Hills Energy
1535 East Yellowstone
Casper, WY 82601

Mountain West Telephone

Mountain West Telephone
123 West 1st Street, Suite C-95
Casper, WY 82601

August 8, 2019

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

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

SUBJECT: Public Hearing for a New Restaurant Liquor License No. 41 for El Burro Loco, LLC d/b/a El Burro Loco, Located at 2333 East Yellowstone Highway.

Meeting Type & Date
Regular Council Meeting
September 17, 2019

Action type
Public Hearing
Minute Action

Recommendation

That Council, by minute action, consider the application for a new restaurant liquor license No. 41 for El Burro Loco, LLC, d/b/a El Burro Loco located at 2333 East Yellowstone Highway.

Summary

An application has been received requesting a new restaurant liquor license No. 41. This is a new restaurant and its location is in the old Western Grill Restaurant. The restaurant portion will open by the end of August 2019. If approved, they will be able to start serving alcohol immediately.

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

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

Copy of Application
Affidavit of Website Publication

NEW OR TRANSFER LIQUOR LICENSE OR PERMIT APPLICATION

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

To be completed by City/County Clerk

License Fees Annual Fee: \$ 1500.00
 Prorated Fee: \$ 750.00
 Transfer Fee: \$ _____
 Publishing Fee: \$ _____
 Publishing Fee Direct Billed to Applicant:

Local License #: Restaurant #41
 Date filed with clerk: 08 107 119
 Advertising Dates: (2 Weeks) 9/5/19 & 9/8/19
 Hearing Date: 09 117 12019

License Term: 09 118 12019 Through 03 131 12020
Month Day Year Month Day Year

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

*Applicant: EL Burro Loco LLC
 Trade/Business Name (dba): Burro Loco
 Building to be licensed/Building Address: 2333 E. Yellowstone Hwy
Number & Street
Casper WY 82602 Natrona
City State Zip County
 Mailing Address: Box 773
Number & Street or P.O. Box
Evansville WY 82636
City State Zip
 Business Telephone Number: (307) 277-5151 Fax Number: ()
 E-Mail Address: maricela 999 @ hotmail.com

Brief legal description and the zoning of the licensed building or site for licensed building: W.S. 12-4-102 (a) (vi) (Commercial) Zoning - M2 PT NW SW; (AKA EAST Yellowstone PTNWSW)

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

TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

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

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

FULL TIME (e.g. Jan through Dec) (specify months of operation) from Jan to December
 SEASONAL/PART-TIME DAYS OF WEEK (e.g. Mon through Sat) from Tuesday to Sunday
 NON-OPERATIONAL/PARKED HOURS OF OPERATION (e.g. 10a - 2a) from 7AM to 9PM

ALL APPLICANTS MUST COMPLETE QUESTIONS 1-8

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

- (1) OWN the licensed building? YES (own)
 (2) LEASE the licensed building? (Lease must be through the term of the liquor license) YES (lease)

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

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

2. To operate your liquor business, have you assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license and the licensed building? W.S. 12-4-601 (b) YES NO
3. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403
- (a) Hold any interest in the license applied for? YES NO
- (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business? YES NO
- (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? YES NO
- (d) If you answered YES to any of the above, explain fully and submit any documents in connection there within:
-
4. Does the applicant have any interest or intent to acquire an interest in any other liquor license issued by this licensing authority? W.S. 12-4-103 (b) YES NO
- If "YES", explain: _____

5. If applicant is filing as an Individual, Partnership or Club: W.S. 12-4-102 (a) (ii) & (iii)

Each individual, partner or club officer must complete the box below.

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

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

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

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

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

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

7. BAR AND GRILL LICENSE:

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

8. RESTAURANT LICENSE:

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

(5.5 Ft. X 6.5 Ft.)

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

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

9. RESORT LICENSE:

Does the resort complex:

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

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

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

(d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended at least one million dollars (\$1,000,000.00)? W.S. 12-4-401(b)(iv) YES NO

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

10. MICROBREWERY LICENSE:

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

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

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

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

11. WINERY LICENSE:

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

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

12. LIMITED RETAIL (CLUB) LICENSE:

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

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

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

13. LIMITED RETAIL (CLUB) LICENSE:

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

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

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

14. LIMITED RETAIL (CLUB) LICENSE:

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

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

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

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

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

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

15. LIMITED RETAIL (CLUB) LICENSE:

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

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

REQUIRED ATTACHMENTS:

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


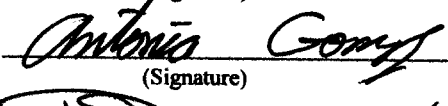
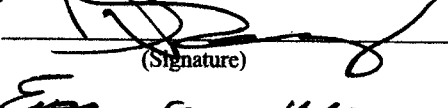
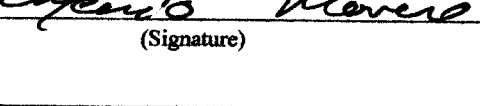
OATH OR VERIFICATION

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

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

STATE OF WYOMING)
) SS.
COUNTY OF Natrona)

Signed and sworn to before me on this 25th day of July, 2019 that the facts alleged in the foregoing instrument are true by the following:

- | | | | |
|----|--|---|-------------------------------------|
| 1) | 
(Signature) | <u>Marisela Moreno</u>
(Printed Name) | <u>owner
President</u>
Title |
| 2) | 
(Signature) | <u>Antonia Gomez</u>
(Printed Name) | <u>owner</u>
Title |
| 3) | 
(Signature) | <u>Desolara Ramirez</u>
(Printed Name) | <u>owner</u>
Title |
| 4) | 
(Signature) | <u>Eugenio Moreno</u>
(Printed Name) | <u>Owner</u>
Title |
| 5) | _____
(Signature) | _____
(Printed Name) | _____
Title |
| 6) | _____
(Signature) | _____
(Printed Name) | _____
Title |



Witness my hand and official seal:

Adriana Terrazas
Signature of Notary Public

My commission expires: May 29, 2022

(SEAL)

AFFIDAVIT OF WEBSITE PUBLICATION

State of Wyoming)
County of Natrona)

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

- Notice of the public hearing set forth below was posted continually on the City of Casper website in accordance with W.S. 12-4-104. The said posting commenced on 09/05/2019 and ended on 09/18/2019 and
- Attached is image of the Notice as actually posted on the City of Casper website (www.caserwy.gov) for the entire period referenced above.

By: Carla Mills Probst

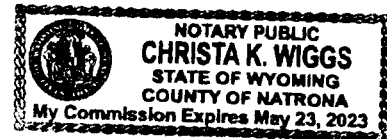
Date: 09/4/2019

Title: Licensing Specialist

Scribed in my presence and sworn before me on this

4th day of September, 2019

Christa K. Wiggs




Provide to City of Casper Central Records

EL Burro Loco, LLC

Notice is hereby given that on the 9th day of August, 2019, El Burro Loco, LLC, d/b/a El Burro Loco applied for a new Restaurant Liquor License No. 41 in the office of the Clerk of the City of Casper, Wyoming for the following described place 2333 East Yellowstone Highway, and protests, if any there be, against the issuance of the license will be heard at the hour of 6 p.m., on the 17th day of September, 2019 in the City Council Chambers at 200 North David.

Dated 08/08/2019

September 13, 2019

MEMO TO: J. Carter Napier, City Manager 

FROM: John Henley, City Attorney

SUBJECT: Cancellation of the Public Hearing for Sale and Terms of the Sale and Transfer of Ownership of the Real Property, Generally known as the "Former Plains Furniture Property" and More Particularly Described as: Lots 16, 17, 18, 19, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33 of Block 1 of the City of Casper Addition, Casper, Natrona County, Wyoming.

Recommendation

That Council, by minute action, cancel the September 17, 2019 public hearing for the consideration of a resolution to approve the sale and transfer of ownership of real property, generally known as the "former Plains Furniture Property" more particularly described as: Lots 16, 17, 18, 19, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, and 33 of Block 1 of the City of Casper Addition, Casper, Natrona County, Wyoming, and establish the new date of public hearing as October 15, 2019.

Summary

On August 20, 2019, City Council established the public hearing date for the sale and transfer of ownership of real property, generally known as the "former Plains Furniture Property." However, Lot 33 was accidentally left off the publication, and therefore, Staff wishes to cancel the public hearing originally set for September 17, 2019, re-establish for October 15, 2019, and re-publish with the correct and complete information.

Financial Considerations

Publication Costs

Oversight/Project Responsibility

John Henley, City Attorney

Liz Becher, Community Development Director

Attachments

None

ORDINANCE NO.27-19

AN ORDINANCE APPROVING A VACATION, REPLAT, SUBDIVISION AGREEMENT AND ZONE CHANGE CREATING THE JOHNNY J'S ADDITION SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS, an application has been made to vacate and replat Lots 1, 2, 3 and the north 20 feet of Lot 4, Block 95, Butler's Addition, to create the Johnny J's Addition Subdivision of the City of Casper, Wyoming; and,

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

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

WHEREAS, this 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, zone change and subdivision agreement should be approved.

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

SECTION 1:

That the above-described vacation and replat creating the Johnny J's Addition is hereby approved.

SECTION 2:

The zone change of the Johnny J's Addition is hereby approved, and said property shall be zoned C-2 (General Business).

The Johnny J's Subdivision Agreement is hereby approved, and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said document.

SECTION 3:

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

PASSED on 1st reading the 3rd day of September, 2019.

PASSED on 2nd reading the ____ day of _____, 2019.

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

APPROVED AS TO FORM:

Wallace Tremel


ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

September 4, 2019

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

FROM: John Henley, City Attorney 

SUBJECT: Trees and shrubs

Meeting Type & Date:
Regular Session
September 17, 2019

Action Type
1st Reading of Ordinance

Recommendation
That Council adopt an Ordinance amending Chapter 12.32 of the Casper Municipal Code regarding Trees and Shrubs.

Summary
As the result of a man's (consumer's) death, resulting from the felling of a tree by an uncertified individual providing arborist service, the City was asked to review its licensing ordinance for arborists. In the process of that review, which included discussions with and a meeting with the daughters of the man who was killed in the tree felling incident, and meetings with local tree services, a review of the City Code Chapter addressing "Trees and Shrubs" was undertaken; the result of that review are the proposed modifications showing in red and blue on the attached Chapter 12.32 "mark-up." The vast majority of the tree companies asked for increased training requirements, certification by the International Society of Arboriculture and maintain significantly higher liability insurance and Workers' Compensation insurance (See 12.32.075). Another request by the vast majority of arborists was a request that for "aerial operations" a certified arborist must be on location for the performance of the aerial operation. (12.32.020 and 12.32.090 B1).

One other comment came in since the work session. One of the demolition contractors called and was concerned that occasionally, in the process of demolishing a house or building, the scope of work also includes the downing and removal of trees; demolition contractors typically do this by pulling the tree or pushing the tree with a motor vehicle. There is concern that the provisions of this proposed Ordinance would require a certified arborist on site which would needlessly increase the cost of a demolition job.

Financial Considerations
None anticipated

Oversight/Project Responsibility

Tim Cortez, Parks and Recreation Director

John Henley, City Attorney

Attachment

Proposed Amended Chapter 12.32 – Trees and Shrubs

1 The following definitions shall apply in the interpretation and enforcement of this Chapter:

2 As used in this Chapter:

- 3 A. "Aerial Operation" shall mean any tree trimming or pruning operation which is being
4 performed on tree branches 12 feet above the ground or greater, measured from the
5 ground where it intersects with the tree trunk, to the branch where it intersects with the
6 tree trunk, and all tree felling operations.
7
- 8 B. "City property" shall mean and include all real property owned by and leased to the
9 City of Casper, not including dedicated right-of-way, dedicated parks and developed
10 parks and public spaces.
11
- 12 C. "Commercial arborist" means any person, firm or corporation engaged in the business
13 of cutting, trimming, pruning, spraying, injecting chemicals, or removing trees or shrubs
14 for compensation.
15
- 16 D. "Maintenance" shall mean any and all work performed on trees including, but not
17 limited to, planting, watering, pruning, removing, stump grinding, treating for insects or
18 diseases, protecting and enhancing soils, and preserving and protecting trees during
19 construction.
20
- 21 E. "Noxious tree" means a tree that is designated a "designated noxious weed" by the
22 Wyoming Weed and Pest Control Act, Wyoming Statute § 11-5-101, et seq.
23
- 24 F. "Private property" means all land and improvements, including fixtures and a
25 appurtenances, located within the property lines of a property.
26
- 27 G. "Property owners" shall mean any person or entity having a legal interest in real
28 property and its fixtures and appurtenances.
29
- 30 H. "Responsible party" shall mean the property owner or an entity or person who, acting as
31 an agent for or in any other legal capacity on behalf of the owner, has authority over
32 property subject to this chapter or who is responsible for the maintenance or
33 management of said property.
34
- 35 I. "Tree" or "trees" shall mean any perennial woody plant, usually, but not necessarily,
36 single stem and long-lived with a height greater than overall spread.

37 (Ord. 11-97 § 1 (part), 1997: Ord. 29-83 (part), 1983: prior code § 38-2)

38 12.32.030 – Guidelines and Authority.

39 For the purpose of this chapter, the Parks Division of the Parks and Recreation Department
40 is charged with the duties and responsibilities of implementing the annual City tree plan.

41 (Ord. 29-83 (part), 1983: prior code § 38-3)

1 (Ord. No. 31-10, § 1, 12-21-2010)

2 12.32.040 - Powers and duties—City tree plan.

3 It shall be the responsibility of the Director of the Parks and Recreation Department, or the
4 Director's authorized agent, to develop, write and implement an annual, community tree and
5 shrub work plan.

6 (Ord. 29-83 (part), 1983: prior code § 38-4)

7 (Ord. No. 31-10, § 2, 12-21-2010)

8 12.32.050 - Enforcement—City Manager authority.

9 The City Manager or the Manager's duly authorized agent shall have full power, authority,
10 jurisdiction and control of planting, locating and replacing all trees on public streets and other
11 areas of public property, and shall likewise have supervision, direction and control of the care,
12 trimming and removal thereof, as well as the enforcement duties with respect to the obligations
13 imposed by this chapter.

14 (Ord. 29-83 (part), 1983: prior code § 38-5)

15 12.32.060 - Care of public trees—City authority.

16 The City shall have the right to plant, trim, spray, preserve and remove trees, plants and
17 shrubs within the lines of all streets, alleys, avenues, lanes, squares and public grounds, as may
18 be necessary to insure safety when servicing City utilities, or to preserve the symmetry and
19 beauty of such public grounds. The City may remove, or cause to be removed, any tree or part
20 thereof which is in an unsafe condition, or which, by reason of its nature, is injurious to sewers,
21 electric power lines, gas lines, water lines or other public improvements, or is affected with any
22 injurious fungus, insect or other pest.

23 (Ord. 29-83 (part), 1983: prior code § 38-8)

24 12.32.070 - Planting—Location and spacing.

25 A. Trees shall not be planted closer than two (2) feet to any curb or sidewalk.

26 B. No tree or shrub shall be planted closer than ten feet to any fireplug or utility pole.

27 C. Trees and shrubs planted near intersections shall be no closer to that intersection than as
28 provided in Sections 12.24.040 and 12.24.050 of this code.

29 D. No trees shall be planted under or within ten lateral feet of any overhead utility wire or
30 within five lateral feet of any underground water line, sewer line, transmission line, or
31 other utility.

32 E. No trees of the genus populus shall be planted within fifty feet of any underground water
33 line or sewer line.

1 F. Variances to location and spacing and species restrictions may be granted under special
2 circumstances, such as public beautification projects, wherein special consideration can
3 be made to accommodate the desired beautification and appearance. Such variances shall be
4 granted by the city manager or his/her designee upon review of submitted plans and
5 specifications. Existing trees and shrubs are specifically "grandfathered."

6 (Ord. 7-99 § 1, 1999; Ord. 29-83 (part), 1983: prior code § 38-7)

7 12.32.075 - Commercial arborist—License and insurance requirements—Suspension and
8 revocation—Appeal procedures.

9 A. All commercial arborists shall be licensed and insured. Any appropriate fees that may be
10 assessed for licensing shall be established by resolution.

11 B. Before a commercial arborist license will be granted, the applicant shall:

12 1. Successfully complete yearly, with a satisfactory score, a competency test
13 administered by the Wyoming Extension Office. Within three years of obtaining a
14 commercial arborist license from the City, each commercial arborist shall also secure
15 certification from the International Society of Arboriculture as an ISA Certified
16 Arborist. Proof of such certification shall be filed with the City Clerk's Office.
17

18 2. Prior to an arborist license being issued, applicants must file with the office of the
19 City Clerk proof of commercial general liability insurance coverage for the business of
20 the employer of the arborist or the business of the arborist, from a carrier authorized to
21 do business within the State of Wyoming in the following amounts: Commercial
22 general liability insurance coverage must be in the minimum amount of One Million
23 Dollars (\$1,000,000.00) per occurrence with a minimum general aggregate amount of
24 Two Million Dollars (\$2,000,000.00). The coverage document must list the City of
25 Casper, office of the City Clerk, as a certificate holder and contain a statement
26 indicating that any notice of cancellation issued to the applicant must also be provided
27 in writing to the City Clerk within thirty (30) days of effectiveness and Workers'
28 Compensation coverage as mandated by the Statutes of the State of Wyoming.
29

30 C. Failure of a commercial arborist to comply with the conditions set forth in this section shall
31 result in the City Clerk's revocation of such license. In the event of such revocation, except
32 and unless such license has been caused to be revoked by termination of insurance, the City
33 Council shall have the authority to overrule or otherwise modify the revocation of the City
34 Clerk with regard to license revocation. If an appeal of the City Clerk's decision is desired,
35 the appeal shall be filed with the Clerk with a copy to the City Attorney within ten (10)
36 calendar days from the date of the City Clerk's revocation of the arborist license. A hearing
37 by the City Council on an appeal shall be held within fifteen (15) days from the date the
38 appeal is filed with the City Clerk.

39 (Ord. 11-97 § 1 (part), 1997)

1 12.32.080 - Permit—Required when—Application.

- 2 A. It is unlawful for any person, firm, partnership or corporation to prune, trim, plant, remove
3 or replace any tree or shrub on public property, or within the public right-of-way, without
4 first having obtained a permit for such activity from the City Director of the City Parks and
5 Recreation or the Director’s designee.
- 6 B. Such permits shall be requested by written application, which shall specifically describe the
7 work to be done and the location thereof. Any permit issued pursuant to an application
8 previously submitted shall expire within sixty (60) days from the date of its issuance, or
9 within such shorter time as may be set forth within the permit. No charge shall be made for
10 any permit, or for the processing of any application requesting a permit pursuant to the terms
11 of this Chapter. Any work done without a permit required by this Section may result in a
12 criminal misdemeanor charge and may be punishable by a fine of up to \$750.00.
- 13 C. Such permit may direct the specific manner in which the trimming and cutting is to be
14 done. It shall be the responsibility of the Director or designee to establish reasonable
15 standards for these permits.
- 16 D. In the event a permit is denied, the basis for denial shall be given to the applicant, who shall
17 have the right to appeal the denial to the City Council. A written notice of appeal must be
18 filed with the City Clerk with a copy to the City Attorney within five (5) days of the denial.
19 Upon the receipt of a notice of appeal, the City Council shall hear and decide the appeal at
20 the next regular scheduled meeting occurring no less than three (3) days from when the
21 notice of appeal is filed with the Clerk.
- 22 E. No trees or shrubs shall be planted in or removed from any public street, public parking
23 strip or other public property within the City without the prior acquisition of a written permit
24 therefor from the Director of the Parks and Recreation Department. A violation of this
25 subparagraph may result in a criminal misdemeanor charge and may be punishable by a fine
26 of up to \$750.00.

27 (Ord. 2-85 § 1 (part), 1985; Ord. 29-83 (part), 1983; prior code § 38-10 (A) (part), (1))

28 (Ord. No. 31-10, § 3, 12-21-2010)

29 12.32.090 – Licensed Arborist responsibility

- 30 A. Arborist will be responsible for work activities performed by them or supervised by them in
31 conformance with all applicable city code provisions, and applicable Wyoming law.
- 32 B. The following provisions apply to licensee operations:
- 33 1. An ISA Certified Arborist must be on location at the job site at all times during an
34 aerial operation.
- 35
- 36 2. Safety measures and equipment must be utilized at all times to protect workers and the
37 public;

- 1 3. Adherence to notices or orders issued from the Director of the Parks and Recreation
2 Department or the Director’s designee pertaining to work activities and operations; and
3 the
- 4 4. Maintenance of current physical and mailing and emailing address information, as well
5 as text information at the Office of the City Clerk for use in providing any written or
6 personal notification necessary from the Director.
- 7 5. A violation of Paragraphs 1-3 of this Section shall be punishable by a criminal
8 misdemeanor fine of up to \$750.00.

9

10 12.32.100 - Permit—Traffic control measures.

11 It shall be a condition of the permit required in Section 12.32.080 of this Chapter that the
12 permittee take appropriate measures to assure that, during the performance of the work, traffic
13 conditions shall be maintained as nearly normal as practicable, at all times. The permittee shall
14 route and control traffic, including his own vehicles, as required by the City Manual of
15 Specifications and Procedures for the use of traffic-control devices in construction and
16 maintenance areas, and other applicable City Ordinances.

17 (Ord. 2-85 § 1 (part), 1985: Ord. 29-83 (part), 1983: prior code § 38-10 (C))

18 12.32.110 - Permit—Not required for work by property owner.

19 A property owner or a member of his immediate family who trims or prunes any tree or
20 shrub within the public street which abuts his property shall not be required to obtain a permit as
21 set forth in Section 12.32.080 of this Chapter.

22 (Ord. 2-85 § 1 (part), 1985: Ord. 29-83 (part), 1983: prior code § 38-10 (B))

23 12.32.120 - Protection of trees during excavations.

24 In making excavations in street or other City property, care shall be taken to avoid injury to
25 the roots of any tree or shrub, wherever possible.

26 (Ord. 29-83 (part), 1983: prior code § 38-14)

27 12.32.130 - Attaching signs or notices prohibited.

28 It is unlawful to attach any sign, advertisement or notice to any tree or shrub on City
29 property or parkway.

30 (Ord. 29-83 (part), 1983: prior code § 38-12)

31 12.32.140 - Attaching wires or ropes prohibited.

- 1 A. It is unlawful to attach any wire or rope to any tree or shrub in any public street, parkway or
2 other City property without the permission of the City Manager or his duly authorized
3 representative.
- 4 B. Any person or company which maintains poles and wires in the streets, alleys or other City
5 property shall, in the absence of provision in the franchise concerning the subject, keep such
6 wires and poles free from and away from any trees and shrubs in such places as far as may
7 be possible, and keep all such trees and shrubs near wires and poles properly trimmed,
8 subject to the supervision of the City Manager or his duly authorized representative, so that
9 no injury shall be done either to the poles or wires or to the shrubs and trees by their contact.

10 (Ord. 29-83 (part), 1983: prior code § 38-13)

11 12.32.150 - Injuring trees or shrubs prohibited.

12 It is unlawful to purposely injure any tree or shrub planted or growing on City property or
13 parkway.

14 (Ord. 29-83 (part), 1983: prior code § 38-11)

15 12.32.160 - Prohibited species of trees and shrubs.

16 It is unlawful to plant or cause to be planted on public places, any of the following:

- 17 A. Any cotton-bearing cottonwood trees; except within forty (40) feet of the North Platte
18 River bank.
- 19 B. Any female box elder tree (*acer negundo*);
- 20 C. Any willows with a maximum height of ten (10) or more feet (*genus salix*), except
21 within forty (40) feet of the North Platte River bank.
- 22 D. Any State of Wyoming designated weeds (Wyoming Statute 11-5-102) which include
23 Russian olives and tamarisk.

24 (Ord. 7-99 § 2, 1999; Ord. 29-83 (part), 1983: prior code § 38-6)

25 12.32.170 - Dangerous trees deemed nuisance when—Remedies.

- 26 A. Any tree growing over a public alley, street or highway, or so located as to extend its
27 branches over a public alley, street or highway, shall be trimmed by the owner of the
28 property on which the tree stands, or his duly authorized agent, so that there shall be a clear
29 height of fifteen (15) feet above the surface of the street, alley or highway, and eight (8) feet
30 above the surface of sidewalks unobstructed by the branches, or so that the tree does not
31 obstruct the light from any streetlight or the view of any intersection. Additionally, such
32 owner or agent shall remove all dead branches and stubs on any tree or trees which have
33 become likely to fall on or across the public highways, streets or alleys of the City.
- 34 B. For purposes of maintaining visibility for traffic at intersections, existing hedges, shrubs or
35 other plant material within ten (10) feet from the face of the curb on a corner lot shall be

1 trimmed and maintained so as not to stand more than thirty-six (36) inches above the level
2 of the sidewalk. On corners where existing embankments, retaining walls or other objects
3 are placed, no plant material shall be planted unless a permit has previously been obtained
4 from the City Manager.

- 5 C. If vegetation, on private property, in any way other than as stipulated in this section causes
6 a hindrance to the general public, or in any way endangers the security and usefulness of any
7 public street, highway, alley, sewer or sidewalk, as determined, following an inspection, the
8 same is declared to be a public nuisance. The City Manager or his authorized agent shall
9 issue the property owner or his agent a written notice requiring the owner or agent to correct
10 or remove the nuisance within fifteen (15) days. If the owner or agent does not correct the
11 nuisance within the time specified, the city manager or his authorized agent shall cause the
12 same to be corrected or removed. In the event the city corrects or removes the tree, then all
13 costs thereof, including, but not limited to: cost of any contractors and administration; costs
14 and fees as established by the City Council; all collection fees, expenses, costs and
15 reasonable attorney's fees incurred by the City, shall be due and owing from the property
16 owner to the City. Such costs, expenses and fees may be collected in any manner prescribed
17 by law.

18 (Ord. 27-05 § 3, 2005; Ord. 18-99 § 1, 1999; Ord. 29-83 (part), 1983: prior code § 38-9)

19 12.32.180 - Interfering with city activities—Public hearings.

20 No person shall prevent, delay or interfere with the director of the public services
21 department, or any of his duly authorized agents or assistants in the execution or enforcement of
22 this chapter; provided, however, nothing contained in this chapter shall be construed as an
23 attempt to prohibit a public hearing, or to prohibit any legal or equitable remedy in any court of
24 competent jurisdiction for the protection of property rights by the owner of property within the
25 city.

26 (Ord. 29-83 (part), 1983: prior code § 38-15)

27 (Ord. No. 31-10, § 3, 12-21-2010)

12.32.190 - Violation—Penalty.

Any person violating any provision of this Chapter shall be guilty of a misdemeanor, the
penalty for which shall be that set forth in Chapter 1.28 of this code.

(Ord. 29-83 (part), 1983: prior code § 38-16)

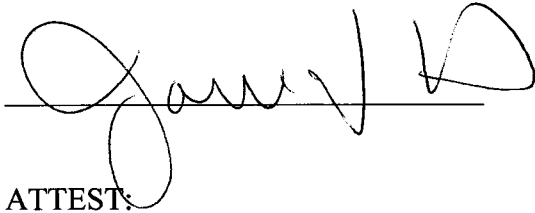
This Ordinance shall be effective twenty-one days, 2019.

PASSED on 1st reading the ____ day of _____, 2019

PASSED on 2nd reading the ____ day of _____, 2019

PASSED, APPROVED, AND ADOPTED on third and final reading the ____
day of _____, 2019.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

September 4, 2019

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

FROM: John Henley, City Attorney *JH*

SUBJECT: Code of Ethics Ordinance

Meeting Type & Date:
Regular Session
September 17, 2019

Action Type
1st Reading of Ordinance

Recommendation
That Council review and act on an Ordinance Amending the Casper Municipal Code to Establish a Code of Ethics.

Summary
Casper previously had a Code of Ethics; it was repealed in 2018. The repealed Code had some anachronistic language and was ambiguous in several provisions. At the time of its repeal, it was anticipated that it would be further discussed and potentially replaced. The proposed ordinance is based upon Title 9 Chapter 13 of the Wyoming Statutes – “Government Ethics.” At the state level, the Act is known as “The Ethics and Disclosure Act.”

The proposed ordinance is drafted for a municipality and expands the nepotism and conflict of interest provision to include not only family members or spouses, but also one who is a domestic partner with an employee or Council member.

This provision, as stated in the first paragraph of the proposed ordinance, is an “addition to existing laws, rules and regulations providing direction and governing” Casper’s officials and employees. Also, in the “Preamble,” is a brief discussion of the City Manager form of government and the potential cross-currents that can arise unless the organizational format is followed.

Finally, using the phrase “public official” and the word “official” in the prior draft was awkward; the draft Ordinance was revised to use the phrase “public member” instead of “official.”

Financial Considerations
None anticipated

Oversight/Project Responsibility
John Henley, City Attorney

Attachments
Ch. 2.64 – Removal or Censure of Public Officials

Chapter 2.64 - REMOVAL OR CENSOR OF PUBLIC OFFICIALS

*Footnotes:**— (3) —****Editor's note**— Ord. No. 22-14, § 1, adopted September 2, 2014, amended the title of Ch. 2.64 to read as set out herein. Previously Ch. 2.64 was titled removal of officials.*

2.64.005 - Definitions.

"For cause" means:

1. Gross and persistent delinquency in being absent from regular meetings of the council. Absence from three consecutive meetings without reasonable excuse shall be evidence of such delinquency;
2. Conviction of a felony;
3. Failing the residency requirements as defined in Section 2.04.030;
4. Determination by a court having jurisdiction to be insane or mentally incompetent;
5. Conviction of a crime involving moral turpitude or constituting a breach of oath of office;
6. Refusing to take the oath of office or to give or renew an official bond if required by law;
7. Conviction of any crime involving ethics or malfeasance; including, but not limited to conviction of the crime of malfeasance pursuant to W.S. § 15-1-113 (m), as it may, from time to time, be amended;
8. Violation of W.S. §§ 9-13-101 et seq., 12-4-103(a)(i), 15-1-127, 15-1-128, or 16-6-118, or Section 5.08.100(A)(1), as they may, from time to time, be amended;
9. Violation of any provision of the public service code of ethics as set forth in Chapter 2.60, or violation of any other law or ordinance involving ethics, as they may, from time to time, be amended;
10. Sexually [sexual] harassment of, workplace violence act against, or creation of a hostile work environment for any agent or employee of the city as set forth in the city personnel rules and regulations manual, dated August 20, 2002, as it may, from time to time, be amended.

(Ord. 11-99 § 2, 1999)

(Ord. No. 22-14, § 2, 9-2-2014)

2.64.010 - Authorization.

- A. Any joint powers board member or other board member appointed by the city council may be removed from office at will at any time by a vote of a majority of all the elected members of the city council.
- B. Any city councilman may be removed from office, for cause, by a vote of a two-thirds majority of all members of the city council after following the procedures set forth in Section 2.64.020 for the removal of any such city councilman.

(Ord. 11-99 § 3, 1999: prior code § 2-71)

(Ord. No. 22-14, § 3, 9-2-2014)

2.64.020 - Procedure.

The following procedures shall be followed for the removal of any city councilman by the city council for any of the "for cause" reasons specified in Section 2.64.005:

1. The city council may, by a resolution approved by a two-thirds majority vote of all of the elected members of the city council, refer any alleged "for cause" conduct to an independent hearing officer who shall be a current member of the state bar association. Said hearing officer shall be retained by the city for hearing the allegations as specified, and set forth in the resolution.
2. The hearing officer shall follow the hearing procedures of a contested case pursuant to the Wyoming Administrative Procedure Act (W.S. § 16-3-101 et seq.) in any removal proceeding.
3. Recognizing that the city attorney's office has a conflict of interest in prosecuting the city's position in any such hearing, the city shall be represented by a special city attorney retained by the city council for the purposes of this hearing.
4. The hearing officer shall state his or her findings in writing and whether or not "for cause" exists for the removal of such councilmember, which shall be forwarded to the members of the city council within ten days after the

conclusion of the hearing. The decision of the hearing officer shall be appealable under the provisions of the Wyoming Administrative Procedures Act.

5. Upon a final decision by the hearing officer finding that the alleged "for cause" conduct has occurred, the councilman may be removed from office or censored by a two-thirds majority vote of all of the elected members of the city council. The vote to remove or censor councilman by the city council is a final decision, shall not be appealable, and the seat held by such councilman shall be vacated.

(Ord. 11-99 § 5, 1999)

(Ord. No. 22-14, § 4, 9-2-2014)

ORDINANCE NO. 29-19

AN ORDINANCE AMENDING CASPER MUNICIPAL
CODE TO ESTABLISH A CODE OF ETHICS

WHEREAS, the members of the Casper City Council desire to conduct their business in a manner that is legally and ethically beyond reproach;

WHEREAS, the Casper City Council pursuant to Wyoming Statute § 15-1-103(a)(v) and (a) (xxxvii), is authorized to investigate “for cause” allegations, and potentially remove a person from office for “incompetency, neglect of duty or otherwise for cause,” provided an opportunity for hearing is established by ordinance - currently Code 2.64.

WHEREAS, the Casper City Council has determined that the principles in Title 9 Chapter 13 of the Wyoming Statutes – “Government Ethics” should be incorporated as stated below into the Casper Municipal Code as a “Code of Ethics.”

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING that Chapter 2.60 - Code of Ethics - of the Casper Municipal Code is created.

PREAMBLE

The Casper City Council has determined that a code of ethics is an appropriate addition to existing laws, rules and regulations providing direction and governing Casper’s public officials, public members and employees; accordingly, this Code of Ethics for the City of Casper is established.

Serving as a part-time City Council member poses unique challenges; most Council members have not worked in a municipal government setting and a significant number have spent most of their careers in the private sector where they were an owner or manager. To come into an organization, as a member of the body which determines the direction of the organization, but which body employs only three employees of the hundreds of employees working for the organization who answer to the City Manager is a different organizational dynamic. Failure to follow the separation of functions, control and responsibilities, within the organizational framework can result in a blurring of and potentially erosion of the chain of command, putting Council and employees at risk.

A purpose of this Code is to provide some road signs to help guide the Council members and the City’s employees along the various paths and around the occasional obstacles and the different dynamics of very public, public service jobs.

SECTION 2.60.01. DEFINITION OF TERMS

For the purpose of this Ordinance, the following terms, phrases, words and

abbreviations shall have the meanings ascribed to them below. Words not defined shall be given their common and ordinary meaning.

AI. “Anything of value” means:

- (i) a pecuniary item, including money or a bank bill or note;
- (ii) a promissory note, bill of exchange, order, draft, warrant, check or bond given for the payment of money;
- (iii) a contract, agreement, promise or other obligation for an advance, conveyance, forgiveness of indebtedness, deposit, distribution, loan, payment, gift, pledge or transfer of money;
- (iv) a stock, bond, note or other investment interest in an entity;
- (v) a right in action;
- (vi) a gift, tangible good, chattel or an interest in a gift, tangible good or chattel;
- (vii) a work of art, antiques or collectible;
- (viii) an automobile or other means of personal transportation;
- (ix) real property or an interest in real property, including title to realty, a fee simple or partial interest, present or future, contingent or vested within realty, a leasehold interest or other beneficial interest in realty;
- (x) an honorarium or compensation for services arising out of the person’s service as a public official, public member, or employee;
- (xi) the sale or trade of anything of value for consideration that would ordinarily not be available to a member of the public; or with a rebate or at a discount in its price, unless the rebate or discount is made in the ordinary course of business to a member of the public, or any group or category thereof, but without regard to that person’s status as a public official, official or public employee.
- (xii) a promise or offer of employment;
- (xiii) any other thing of value that is pecuniary or compensatory in value to a person.

A2. “Anything of value” does not mean a campaign contribution properly received and disclosed, as is necessary or required.

B. “Business” means a corporation, partnership, sole proprietorship, LLC, or other type of organization, entity, or association which may be engaged in the buying, selling, exchanging, of commodities, realty, services or anything of value.

C1. “Compensation” includes:

- (i). An advance, conveyance, forgiveness of indebtedness, deposit, distribution, loan, payment, gift, pledge or transfer of money or anything of value; or

(ii). A contract, agreement, promise or other obligation for an advance, conveyance, forgiveness of indebtedness, deposit, distribution, loan, payment, gift, pledge or transfer of money or anything of value, for services rendered or to be rendered.

C2. “Compensation” does not include:

(i) Contractual salary or wage, hourly wage, employment benefits, reimbursement of expenses, if the reimbursement does not exceed the amount actually expended for the expenses, and if the reimbursement is substantiated by an itemization of expenses; or

(ii) *Per diem* payments or mileage and/or vehicle allowances paid by the employing government entity in accordance with applicable law;

D. “Confidential information” means information which is defined by Wyoming as confidential; in this regard attorney-client privilege between the City Council and its attorney is a privilege belonging to the Council, as an assembly, and shall not be waived unless a majority of the body so directs.

E. “Domestic partner” means a person with whom a public official, public member or City employee maintains a household and an intimate relationship, other than to whom the public official, public member or employee is legally married.

F. “Employee” means every appointed, classified or unclassified, full-time or part-time employee of the City of Casper who receives a salary or wage as remuneration for their time, service and efforts.

G. “Family member” means an individual, who is the spouse, parent, sibling, child, grandparent or grandchild;

H. “Financial interest” means anything of value which yields directly or indirectly a benefit other than the authorized salary, wage and benefits and remuneration for services to the City, to the “employee” or “public official” or “public member”.

I. “Gift” does not include any loan, gift, gratuity, special discount or hospitality with a value of \$250 or less.

J. “Official responsibility and official capacity” means acting on a board or commission position, either exercisable alone or with others, and while acting in that position can vote to approve, disapprove, shape and/or otherwise direct the board’s or commission’s actions.

K. “Personal interest” is:

(i). With respect to a “public official,” “public member” or “employee” an interest which is direct and immediate as opposed to speculative and remote; and

(ii). An interest that provides the public official, public member, or employee, a greater benefit or a lesser detriment than it does for a large or substantial group or class of persons who are similarly situated.

L. "Public member" means a member of the public not employed by the City and who is not a "public official," who is appointed to a board or commission while acting within "official responsibility" or "official capacity" of the City of Casper.

M. "Public official" or "public member" means: every elected or appointed Casper City Council person, and every appointed board or commission member serving on a board or commission of the City of Casper.

SECTION 2.60.02- USE OF TITLE PRESTIGE OF PUBLIC OFFICE

(a). No public official, public member, or employee shall use his or her office or position for his or her private benefit.

(b). As used in this section, "private benefit" means the receipt by the public official, public member, or employee of a gift which resulted from his/her holding that office or position.

SECTION 2.60.03- NEPOTISM

(a). No public official, public member, or employee shall advocate or cause the employment, appointment, promotion, transfer or advancement of a family member or a domestic partner to an office or position of the City of Casper. A public official, public member, or employee shall not supervise or manage a family member or domestic partner who is in an office or position or has employment with the City of Casper, Wyoming.

(b). A public official, public member or employee, acting in his or her official capacity, shall not participate in his or her official responsibility or capacity regarding a matter relating to the employment or discipline of a family member or domestic partner.

SECTION 2.60.04- MISUSE OF OFFICE

A public official, public member, or employee shall not use public funds, time, personnel, facilities or equipment for his or her private benefit or that of another person or entity unless the use is authorized by law.

SECTION 2.60.05- OFFICIAL DECISIONS AND VOTES

(a). A public official or public member shall not make an official decision or vote on an official decision if the public official or public member has a personal interest in the matter. In determining whether he or she has a personal interest in a matter, the public official or public member shall recognize the importance of his or her right to represent his or her constituency and

shall abstain from voting only in clear cases of a personal interest, as defined in this subsection. A public official or public member shall not vote to give money or any direct financial benefit to himself or herself except for tax reductions affecting the general public. For purposes of this section, a personal interest is:

(i). with respect to the public official or public member, an interest which is direct and immediate as opposed to speculative and remote; and

(ii). an interest that provides the public official or public member, a greater benefit or lesser detriment than it does for a large or substantial group or class of persons who are similarly situated.

(b). A public official or public member, described by subsection(a) of this section shall abstain from voting on the decision and from making any official decision in the matter. The public official's or public member's abstention from voting must be recorded in the City's, board's or committee's official records.

(c) This section shall not be construed to supersede W. S. 15-9-220, or 16-6-118. Those provisions shall control to the extent inconsistent with this section.

SECTION 2.60.06-ACTIONS TAKEN WHILE NEGOTIATING FOR EMPLOYMENT

A public official, public member, or employee may not vote or take an official action in a matter affecting a person with whom the public official, public member, or employee is negotiating for prospective employment.

SECTION 2.60.07-CONSEQUENCES TO PUBLIC OFFICIALS, OFFICIALS AND EMPLOYEES

Violation of any provision of this act may constitute sufficient cause for termination of an employee's employment or for the censure of the public official or public member or the removal of a public official or public member from his office or position.

SECTION 2.60.08- EFFECTIVE DATE:

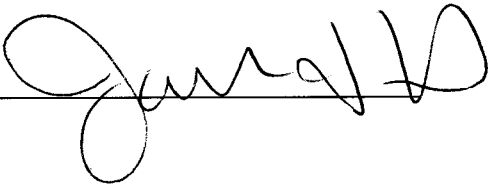
This Ordinance shall become effective 21 days after Council has approved the ordinance on third (3rd) reading.

PASSED on 1st reading the ____ day of _____, 2019.

PASSED on 2nd reading the ____ day of _____, 2019.

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

APPROVED AS TO FORM:



ATTEST:

Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING

A Municipal Corporation

Charles Powell
Mayor

September 4, 2019

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

FROM: John Henley, City Attorney *JH*

SUBJECT: Social Media Policy Guidelines

Meeting Type & Date:
Regular Session
September 17, 2019

Action Type
Resolution

Recommendation
That Council review and act on the proposed Social Media Policy guidelines.

Summary
That Council discuss and act upon the Resolution establishing the Social Media Policy as Council direction on the matter. This policy of Social Media Guidelines permits the Council to set guideline standards for itself, should it desire.

The proposed policy provides education/reminders on legal matters, such as Public Records Act compliance and the Terms of Service and privacy settings, etc. In addition, there are reminders of the type of conduct of which Council expects of themselves. This policy as drafted is truly a set of guidelines and does not contemplate any type of formal review or punitive process for alleged violations of the policy. This is a policy embraced by the Council to set forth expectations of Council for itself.

Of note, a cautionary concern is that a violation of the law (e.g. copyright infringement...) or of another's rights (e.g. libel or invasions of privacy...) may not be deemed within the scope of a Council member's authority and may create the potential for personal liability. Caution and prudence should always be employed when authoring or forwarding social media postings.

Financial Considerations
None anticipated

Oversight/Project Responsibility
Charles Powell, Mayor
Shawn Johnson, Vice President to Council

Attachment
Proposed Policy Guidelines
Resolution

I. Social Media Policy Guidelines of the Casper City Council

II. Purpose and Scope

Social media has become a powerful means of communication. It should be used appropriately for those who act on behalf of the City. These Standards are not to be applied to personal accounts of Council members or of their families.

All official presences on social media sites are considered an extension of the City's information networks. Likewise, social media posts, as a City representation, are also subject to public records laws. Social media activity conducted on City-owned computers and/or mobile devices will be subject to the same monitoring guidelines as all other internet usage.

III. Policy

Social media postings and disseminations while representing the City of Casper may be a tool to enhance communications with Casper citizens. The City Council of Casper adopts, when using and posting on social media Casper, as a City Council member, the following standards for Council members' use and guidance:

- a. Social media posts can be considered public records, and must adhere to State retention requirements. There is no expectation of privacy when using social media.
- b. Review and be familiar with its Terms of Service (TOS) agreements.
- c. Review and understand security documentation and privacy settings offered by the social media applications.
- d. Create profiles and related content that is professional and appropriate to the public trust.
- e. Respect brand, trademark, copyright, fair use, disclosure of processes and methodologies, confidentiality and financial disclosure laws.
- f. Pause and think before posting, and reply to comments in a timely manner when a response is appropriate.
- g. Do not use the same logon credentials for City computer systems as on social media sites.
- h. Do not post or release proprietary, confidential, sensitive, or personally identifiable information on social media sites.
- i. Do not use off-topic, vulgar, denigrating or abusive language, or offensive terms targeting individuals or groups, or engage in personal attacks of any kind.

j. Do not endorse commercial products, services, political parties, political candidates, groups or entities.

k. Do not comment on anything related to legal matters or litigation without permission of the City Attorney's office.

l. If reposting from an external source (ex. copy of artwork or an image), credit should be given by noting the origination in the post.

m. The City Council acts as a body. Policy is established by a majority vote. A decision of the majority binds the Council to a course of action and to governing policies and laws.

n. Council members shall support the maintenance of a positive and constructive environment for residents, businesses, and City employees.

o. To the best of their ability, Council members shall represent the official policies and positions of the City Council. When presenting their personal opinions or positions, members shall explicitly state that they do not represent the Council or the City.

p. A Council member, on his or her social media platform, can condemn the nature or the projected consequence of a proposed or adopted measure in strong terms, but there should be no attack upon the motives of or disparagement of another Council member. It is the measure, not the member, which is the subject of public policy.

RESOLUTION NO. 19-190

A RESOLUTION ESTABLISHING THE SOCIAL MEDIA
POLICY GUIDELINES FOR CITY COUNCIL MEMBERS

WHEREAS, this policy of Social Media Guidelines is adopted by the City Council of Casper to set guideline standards for itself; and,

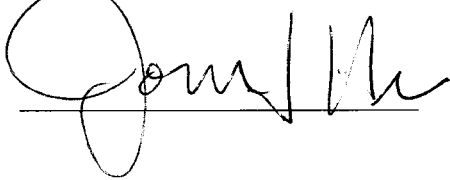
WHEREAS, the policy provides education/reminders on legal matters, such as Public Records Act compliance and the Terms of Service and privacy settings, etc., and in addition, the policy serves as a reminder of the type of conduct to which the City Council of Casper holds itself; and

WHEREAS, this policy is truly a set of guidelines and does not contemplate any type of formal review or punitive process for alleged violations of the policy.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Casper City Council adopts the Social Media Policy Guidelines (Exhibit 1) attached.

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

I. Social Media Policy Guidelines of the Casper City Council

II. Purpose and Scope

Social media has become a powerful means of communication. It should be used appropriately for those who act on behalf of the City. These Standards are not to be applied to personal accounts of Council members or of their families.

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- a. Social media posts can be considered public records, and must adhere to State retention requirements. There is no expectation of privacy when using social media.
- b. Review and be familiar with its Terms of Service (TOS) agreements.
- c. Review and understand security documentation and privacy settings offered by the social media applications.
- d. Create profiles and related content that is professional and appropriate to the public trust.
- e. Respect brand, trademark, copyright, fair use, disclosure of processes and methodologies, confidentiality and financial disclosure laws.
- f. Pause and think before posting, and reply to comments in a timely manner when a response is appropriate.
- g. Do not use the same logon credentials for City computer systems as on social media sites.
- h. Do not post or release proprietary, confidential, sensitive, or personally identifiable information on social media sites.
- i. Do not use off-topic, vulgar, denigrating or abusive language, or offensive terms targeting individuals or groups, or engage in personal attacks of any kind.



j. Do not endorse commercial products, services, political parties, political candidates, groups or entities.

k. Do not comment on anything related to legal matters or litigation without permission of the City Attorney's office.

l. If reposting from an external source (ex. copy of artwork or an image), credit should be given by noting the origination in the post.

m. The City Council acts as a body. Policy is established by a majority vote. A decision of the majority binds the Council to a course of action and to governing policies and laws.

n. Council members shall support the maintenance of a positive and constructive environment for residents, businesses, and City employees.

o. To the best of their ability, Council members shall represent the official policies and positions of the City Council. When presenting their personal opinions or positions, members shall explicitly state that they do not represent the Council or the City.

p. A Council member, on his or her social media platform, can condemn the nature or the projected consequence of a proposed or adopted measure in strong terms, but there should be no attack upon the motives of or disparagement of another Council member. It is the measure, not the member, which is the subject of public policy.

August 28, 2019

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

FROM: Andrew Beamer, P.E., Public Services Director *AB*
Terry Cottenoir, Engineering Technician

SUBJECT: Authorizing Change Order No. 2 with JTL Group, Inc., dba Knife River, in the amount of \$45,667.50, for the 2019 Residential Streets Improvements.

Meeting Type & Date:

Regular Council Meeting
September 17, 2019

Action Type:

Resolution

Recommendation:

That Council, by resolution, authorize Change Order No. 2 with JTL Group, Inc., dba Knife River (Knife River), for the 2019 Residential Streets Improvements, Project No. 18-062, for a price increase of \$45,667.50 and a time extension of nine (9) days.

Summary:

Knife River is under contract with the City of Casper for the 2019 Residential Streets Improvements. The project consists of an asphalt mill and overlay, storm and sanitary sewer manhole adjustments, water valve collar adjustments, and removal and replacement of concrete curbwalk and valley gutters on West 53rd Street between South Oak Street and Casper Mountain Road, Eastbrook Avenue between Glendale Avenue and East 21st Street, and Amherst Avenue between Fairdale Avenue and South Beverly Street.

Change Order No. 2 includes additional work required for completion of the project and for final quantity adjustment. Additional work includes installation of a new concrete sanitary sewer manhole cone. The final quantity adjustment includes additional quantities of two-inch (2") asphalt overlay and asphalt leveling course to build a crown into West 53rd Street, asphalt patching and foundation material to repair two very large soft spots on Eastbrook Avenue encountered after the milling activities, and concrete ADA ramps required to make the neighborhoods ADA accessible. The project also had quantity underruns on asphalt milling, concrete curbwalk, and concrete valley gutter. The completed quantities are shown on the spreadsheet entitled, "City of Casper, 2019 Residential Street Improvements, Project No. 18-062, Change Order No. 2, 8/28/2019". The cost of the additional work and final quantity adjustment for Change Order No. 2 is in the amount of \$45,667.50.

Additionally, the Contractor requested a time extension of nine (9) days for the additional work. This time extension moved the substantial completion date to August 9, 2019. City Staff reviewed Change Order No. 2 and verified the final quantities following substantial completion. It is recommended that the above price adjustment and time extension be authorized.

Financial Considerations

Change Order No. 2 will utilize contingency funds for the project, reducing the amount to \$2.50.

Oversight/Project Responsibility

Terry Cottenoir, Engineering Technician, Public Services Department.

Attachments

Resolution

Change Order No. 2

Final Quantity Spreadsheet dated August 28, 2019.

CHANGE ORDER

NO. Two (2)

PROJECT: 2019 Residential Streets Improvements
Project No. 18-062

DATE OF ISSUANCE: August 28, 2019

OWNER: City of Casper, Wyoming

CONTRACTOR: JTL Group, Inc., dba Knife River

You are directed to make the following changes in the Contract Documents:

Description: Change Order No. 2 summarizes the final quantities and identifies additional work required for completion of the project. Additional quantities of tons of 2" asphalt overlay, tons of asphalt leveling course, square yards of asphalt patching, cubic yards of foundation material, and square yards of concrete ADA ramps were required to improve drainage, fix soft spots encountered during construction, and make the neighborhoods ADA accessible, and a new concrete sanitary sewer manhole cone was needed to replace an existing cone that was damaged. The project also had quantity underruns on the square yards of asphalt milling, linear feet of concrete curbwalk, and square feet of concrete valley gutter. Additionally, the Contractor requested a time extension of nine days (9) days for the additional work. The total cost for the proposed additional work is \$45,667.50.

Attachments: Contractor's Price Proposal for Additional Work dated August 28, 2019.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$ <u>547,657.00</u>	Original Contract Time: (days or date) <u>Substantial completion: July 26, 2019</u> <u>Final completion: August 2, 2019</u>
Previous Change Orders No. <u>0</u> to <u>1</u> \$ <u>4,330.00</u>	Net change from previous Change Orders (business days): <u>--3--</u>
Contract Price prior to this Change Order: \$ <u>551,987.00</u>	Contract Time Prior to this Change Order: (date) <u>Substantial completion: July 31, 2019</u> <u>Final completion: August 7, 2019</u>
Net Increase/ Decrease of this Change Order: \$ <u>45,667.50</u>	Net Increase/Decrease of this Change Order: (days) <u>-- 9 --</u>
Contract Price with all approved Change Orders: \$ <u>597,654.50</u>	Contract Time with all approved Change Orders:(date) <u>Substantial completion: August 9, 2019</u> <u>Final completion: August 16, 2019</u>

ACCEPTED:
BY: *Phil Ottaviano*
DATE: 8/29/19
Contractor

RECOMMENDED:
BY: *Tony Cate*
DATE: 9/4/19
Engineer

APPROVED:
BY: _____
DATE: _____
Owner

City of Casper
 2019 Residential Streets Improvements, Project No. 18-062
 Change Order No. 2
 8/28/2019

Bid Items & Change Order Additions			Contract Prices			Change Order No. 2			Total Cost		
Bid Item No.	Item	Units	Unit Price	Quantity	Cost	Unit Price	Quantity	Cost	Quantity Difference	Difference	
1	Mobilization	LS	\$51,403.00	1	\$51,403.00	\$51,403.00	1	\$51,403.00	0	\$0.00	
2	F&I Temporary Traffic Control	LS	\$18,400.00	1	\$18,400.00	\$18,400.00	1	\$18,400.00	0	\$0.00	
3	F&I Project Signs	EA	\$460.00	6	\$2,760.00	\$460.00	6	\$2,760.00	0	\$0.00	
4	Remove Asphalt Surfacing by Cold Milling	SY	\$2.50	17,550	\$43,875.00	\$2.50	16,800	\$42,000.00	-750	-\$1,875.00	
5	F&I 2" Asphalt Overlay	TON	\$81.80	1,955	\$159,919.00	\$81.80	2,000	\$163,600.00	45	\$3,681.00	
6	F&I Asphalt Leveling Course	TON	\$101.50	100	\$10,150.00	\$101.50	433	\$43,949.50	333	\$33,799.50	
7	R&R Asphalt Section as Patch (4"/6")	SY	\$91.00	150	\$13,650.00	\$91.00	482	\$43,862.00	332	\$30,212.00	
8	Sub-Excavate & Install Foundation Material	CY	\$150.00	30	\$4,500.00	\$150.00	81	\$12,150.00	51	\$7,650.00	
9	R&R Concrete Curbwalk with Basecourse	LF	\$50.00	2,600	\$130,000.00	\$50.00	2,200	\$110,000.00	-400	-\$20,000.00	
10	R&R Concrete Curbwalk with Type II or III ADA Ramp	SF	\$8.25	4,000	\$33,000.00	\$8.25	4,200	\$34,650.00	200	\$1,650.00	
11	F&I 2'x4' Truncated Dome Mat Embedded in Concrete Ramp	EA	\$150.00	35	\$5,250.00	\$150.00	35	\$5,250.00	0	\$0.00	
12	R&R 2'x4' Truncated Dome Mat Embedded in Concrete Ramp	EA	\$250.00	9	\$2,250.00	\$250.00	9	\$2,250.00	0	\$0.00	
13	R&R Concrete Valley Gutter with Basecourse	SF	\$11.50	3,500	\$40,250.00	\$11.50	2,400	\$27,600.00	-1,100	-\$12,650.00	
14	Adjust Manhole Top & Install 5' x 5' Concrete Diamond with New Lid	EA	\$800.00	25	\$20,000.00	\$800.00	25	\$20,000.00	0	\$0.00	
15	R&R Valve Box Replacements	EA	\$450.00	1	\$450.00	\$450.00	1	\$450.00	0	\$0.00	
16	Adjust Valve Box Top & Install 33" x 33" Concrete Diamond with New Lid	EA	\$350.00	22	\$7,700.00	\$350.00	22	\$7,700.00	0	\$0.00	
17	Contractor Asphalt Testing	LS	\$4,100.00	1	\$4,100.00	\$4,100.00	1	\$4,100.00	0	\$0.00	
CO#1	F&I New Storm Sewer Grates	LS	\$4,330.00	1	\$4,330.00	\$4,330.00	1	\$4,330.00	0	\$0.00	
CO#2	F&I New Sanitary Sewer Manhole Cone	LS	\$0.00	0	\$0.00	\$3,200.00	1	\$3,200.00	1	\$3,200.00	
Total Cost					\$551,987.00	Contract Cost w/ CO #2			\$597,654.50	Change Order #2 Total	\$45,667.50

RESOLUTION NO. 19-191

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 2 WITH JTL GROUP, INC., DBA KNIFE RIVER, FOR A PRICE INCREASE AND TIME EXTENSION FOR THE 2019 RESIDENTIAL STREETS IMPROVEMENTS PROJECT.


WHEREAS, JTL Group, Inc., dba Knife River, is performing services under the terms of an agreement with the City of Casper for the 2019 Residential Streets Improvements Project; and,

WHEREAS, the City of Casper desires to increase the contract amount and extend the time of the contract because of additional work required to improve drainage, fix soft spots encountered during construction, and make the neighborhoods ADA accessible, and for final quantity adjustments.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, Change Order No. 2 to the Agreement with JTL Group, Inc., dba Knife River, for a contract increase of Forty-Five Thousand Six Hundred Sixty-Seven and 50/100 Dollars (\$45,667.50) and a time extension of nine (9) 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

MEMO TO: J. Carter Napier, City Manager 
FROM: Andrew Beamer, P.E., Public Services Director 
Shad Rodgers, Streets and Traffic Manager
SUBJECT: Lease Agreement with Hilltop National Bank

Meeting Type & Date:
Regular Council Meeting
September 17, 2019

Action Type:
Resolution

Recommendation:
That Council, by resolution, authorize a five-year lease agreement with Hilltop National Bank for housing a mobile data communications antenna and related equipment to be operated and maintained by the City of Casper IT and Traffic Departments.

Summary:
The Casper Traffic Department uses the mobile data communication antenna to communicate with all the traffic signals. The 2012 lease with Hilltop National Bank has expired and both parties desire to create a new lease agreement based on the language and fees established in the first lease.

Financial Considerations:
The City of Casper will pay Hilltop National Bank \$120 per year during the five-year lease agreement.

Oversight/Project Responsibility:
Shad Rodgers, Streets and Traffic Manager

Attachments:
Resolution
Lease

LEASE AGREEMENT

THIS LEASE AGREEMENT, entered into this 9th, day of September, 2019, by and between the City of Casper, Wyoming, a Municipal Corporation, referred to as "Lessee", and Hilltop National Bank, Inc., a Business located at 300 Country Club Road, Casper, Wyoming 82609 hereinafter, referred to as "Lessor". The Lessor and the Lessee may be referred to each other in this Agreement as "Party" or "Parties".

1. LEASED PREMISES:

Lessor hereby agrees to lease to Lessee, and Lessee hereby agrees to lease from Lessor, for the term hereinafter provided, and any renewals thereof, the following described property, to-wit:

A portion of the south-southwest corner of the tower portion of the roof of the Hilltop Bank Building located 300 Country Club Road, Casper, Wyoming 82609, which totals approximately 10 square feet, with a height of not greater than twenty (20) feet, for the purpose of locating a transmission-reception antenna and a repeater antenna. In addition, transmission lines for the antenna system will be installed along the outside of the southwest wall of the heating-ventilation-air-conditioning (HVAC) room; inserted through the louvers of the HVAC room, into the HVAC room, and connected to two radios to be mounted by the City on the west interior wall of the HVAC room. The two radios will draw 110 electrical current from the established electrical utilities in the HVAC room, described in "Schedule A", and attached hereto.

2. TERM:

The term of this Lease shall be for sixty (60) months, commencing on the date signed by both parties. This lease, unless otherwise sooner terminated as provided herein, shall terminate on the last day of the sixtieth (60th) month following and including the month of commencement.

3. RENT:

Lessee shall pay the Lessor rent for the leased premises the sum of One Hundred Twenty Dollars (\$120.00) per year on or before January 1st of each year of this lease. Rent for the final year of this lease shall be prorated from January 1st of said year to the date of termination.

4. PURPOSE:

The demised premises are let to Lessee for the sole and only purpose of installing, constructing, and housing, operating, and maintaining a Mobile Data Communications antenna and related equipment for City use. Lessee shall have the right to install and operate in and on the premises leased hereby its communications equipment, which includes, but is not limited to a communications access point and repeater, antenna systems therefore, and communication cables between the communications access point, repeater, and antenna systems. Said communications equipment and systems being described in Schedule "A" attached hereto, said Exhibit being incorporated herein. The Lessee will utilize the necessary space on the Lessor's

rooftop to install, construct, operate and maintain its radio and microwave communications equipment.

PROVIDED HOWEVER, such antenna and related equipment shall be installed in such a manner as not to penetrate the roof membrane of Lessor's roof Lessee shall secure the approval of Lessor of Lessee's method of the installation of said communication equipment prior to its installation.

5. INSURANCE:

Lessor hereby agrees to carry insurance for the liability exposure for injury or death to persons who are not employees or agents of Lessee, and for property damage caused by or resulting from the placement of the above described antenna on Lessor's property at Lessor's sole cost and expense.

The Parties agree and understand that Lessor's current liability policy is the sum of Ten Thousand Dollars (10,000.00). Lessee hereby agrees to reimburse and pay Lessor the actual cost of its insurance deductible up to and including the sum of Ten Thousand Dollars (\$10,000.00) in the event of the payment by Lessor's insurer of a claim for bodily injury or death, and/or property damage caused in anyway by Lessee's use of the premises.

The Parties further understand and agree that during the term of this lease Lessor may increase its liability deductible for its liability insurance coverage. In that event, Lessor shall notify Lessee of any such deductible increase in writing at least THIRTY (30) days prior to the effective date of any such increase. Following such notice, Lessee shall have the right to either agree, in writing to indemnify Lessor, as otherwise provided above for any such deductible increase or to terminate this lease upon written notice therefor, in which event this lease shall terminate on the date specified in said written notice. In the event Lessee fails to agree to indemnify Lessor for any such deductible increase prior to the effective date thereof, Lessor may treat this lease as terminated as of the effective date of any such deductible increase, and Lessee shall immediately remove its antenna and related equipment from Lessor's property.

6. TERMINATION:

Either party may terminate this lease at any time during the lease term by giving the other party one hundred and twenty (120) days prior written notice of termination therefore. Lessee shall, within said one hundred and twenty (120) day period remove any and all antennae and related equipment from Lessor's premises free and clear of any claim by the Lessor. Upon any such termination, Lessor shall retain any prepaid rent to the date of termination, and shall refund to Lessee the balance of any unearned prepaid rent for any given rental period.

7. WAIVER:

The waiver of any breach in any of the terms and conditions of this lease shall be limited to the act or acts constituting such breach and shall never be construed as being a continuing or permanent waiver of any such terms or conditions, all of which shall be and remain in full force

as to future acts or happenings notwithstanding such individual waiver of any breach thereof.

8. DEFAULT AND SURRENDER OF PREMISES:

In the event Lessee fails to do, or cause to be done, any of the terms and conditions of this lease, including the payment of annual rent, the same shall be considered a default of the entire lease. Lessor shall give Lessee fifteen (15) days notice in the event of any such default, and Lessee shall have an additional fifteen (15) day period to cure said default. Upon failure to cure said default, Lessor may, at its option, terminate this lease, and Lessee shall give up the leased property peacefully and in as near as practicable to its original condition, save and excepting normal wear and tear and acts beyond Lessee's control. Upon such default and termination, Lessor shall have the right to enter upon the demised premises with or without process of law. In the event Lessee defaults, then Lessor may terminate the lease, retaining all payments made hereunder as liquidated damages.

Upon any termination, neither party will owe any further obligation under the terms of this lease except for Lessee's responsibility of removing the data communication equipment and restoring the premises occupied by Lessee as near as practicable to its original condition, save and except normal wear and tear and acts beyond Lessee's control. Hilltop National Bank's designee shall approve, in writing, that the data communication equipment has been removed and premises restored to the Lessor's satisfaction.

In the event of Lessor's default of any of the terms or conditions of this lease, then, in that event, Lessee may immediately terminate the lease upon written notice thereof. In such event, Lessor shall retain any prepaid rent to the date of termination, and shall refund to Lessee the balance of any unearned prepaid rent for any given rental period.

9. ASSIGNMENT AND SUBLEASING:

Lessee agrees not to assign, sublease, or otherwise transfer its rights under this lease to any other entity or party without the Lessor's prior written consent.

10. RADIO FREQUENCY AND/OR ELECTRICAL INTERFERENCE:

Lessee shall not cause radio frequency, electronic, and/or electrical interference to Lessor, or to any other lessee who is using the site at the time of the Lessee's installation of its data communication equipment. Upon written notice from Lessor to Lessee of such interference, Lessee shall take appropriate action to remedy the situation.

All reasonable steps to correct such interference in a timely manner and, if such interference cannot be reasonably corrected within five (5) business days of receipt of Lessor's notice, Lessee will cease its use of the data communication equipment, and this Agreement shall be terminated. Lessor agrees, and shall not allow other antennas or other radio frequency generating devices on its premises that would cause interference with Lessee's operation of its data communication equipment. If Lessor's facilities or another user of Lessor's premises causes interference with Lessee's operations, Lessor shall take immediate reasonable measures to correct the interference.

If after thirty (30) days such interference has not been corrected to Lessee's satisfaction, Lessee may immediately terminate this Agreement upon written notice therefore, at which time this Agreement shall terminate and be of no further force of effect between the parties. In such event, Lessor shall retain any prepaid rent to the date of termination, and shall refund to Lessee the balance of any unearned prepaid rent for any given rental period.

Lessee shall not add equipment following initial installation without the Lessor's written approval.

11. FORCE MAJEURE AND ALLOCATION OF RESPONSIBILITY:

Neither party shall be liable for damages due to delay or failure to perform any obligation under this lease if such delay or failure results directly or indirectly from circumstances beyond the control of such party. Such circumstances shall include, but shall not be limited to, acts of God, acts of war, terrorist activities, civil commotions, riots, strikes, lockouts, disturbance or breakdown in telecommunications transmissions, inability to obtain suitable equipment or components, accident, fire, water damage, flood, earthquake, or other natural catastrophes.

Further, Lessor shall not be responsible for any system malfunction or damage to Lessee's communication system resulting from any trespasser or vandal.

Lessee shall be solely responsible for all safety devices, operations, and procedures required for the installation, service, removal, or accessing of Lessee's communication equipment.

12. IMMUNITY/GOVERNMENTAL CLAIMS ACT:

The city does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, W. S. § 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.

Lessee agrees to indemnify and save the Lessor harmless from all claims to the extent of Lessee's liability under the Wyoming Governmental Claims Act arising or alleged to arise from any negligence of Lessee or Lessee's agents, employees or contractors occurring during the primary term or any renewal term of this lease in or about the premises. Lessor agrees to indemnify and save Lessee harmless from all claims arising or alleged to arise from any negligence of Lessor or Lessor agents, employees, contractors or other tenants of Lessor occurring during the primary term or any renewal term of this lease.

In further consideration of this lease, Lessee, to the extent of its liability under the Wyoming Governmental Claims Act and the Wyoming Workers' Compensation Act, agrees to indemnify and hold harmless the Lessor from any and all liability for injury, death, or property damage which may occur to any employee or agent of Lessee in installing, servicing, or removing Lessee's communication equipment from Lessor's property.

13. ACCESS:

Lessee shall have access to the Premises, where the transceiver equipment is located, at all times for the purposes of inspection and repair. Lessee shall reimburse Lessor for any reasonable costs for access prior to 8:00 a.m., MST or after 5:00 p.m., MST on weekdays, and at all times on weekends or holidays. The reimbursement shall not exceed thirty and 00/100 dollars (\$30.00) for the first hour or portion thereof, and twenty and 00/1 00 dollars (\$20.00) for each hour thereafter.

14. MISCELLANEOUS COVENANTS:

- a) Lessee agrees that it has examined the leased premises and accepts the same in its present condition.
- b) Lessor shall pay all utilities and operating expenses associated with the use of the Lessee's Premises.
- c) Authorized representatives of Lessor may have access to the demised premises at all reasonable hours for the purpose of servicing the utilities which are presently situated on the leased premises. The Lessor further reserves the right to add or place additional utilities in the premises at any time.
- d) This lease shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors, transferees, and permitted assignees.
- e) This is the entire agreement of the parties. Any and all verbal understanding or agreements have been incorporated herein. Any amendment to this lease must be in writing and signed by all parties hereto.
- f) Each party signing this lease hereby states that they have full authority to bind their principals to each and every term of this lease.

EXECUTED by the parties hereto on the day and year first above written.

APPROVED AS TO FORM:



HILLTOP NATIONAL BANK, INC., "Lessor".

By: [Signature]

Printed Name: Gregory E. Dixon

Title: President/CFO

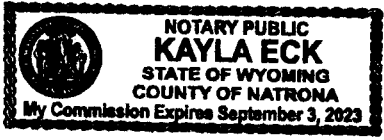
STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me this 9th day of September, 2019, by Gregory Dixon, as the President/CFO of Hilltop National Bank, Inc. Lessor, for and on behalf of the Lessor.

WITNESS my hand and official seal.

[Signature]
Notarial Officer

My Commission Expires: Sept. 3, 2023



CITY OF CASPER, WYOMING
A Municipal Corporation, "Lessee":

Charles Powell
Mayor

ATTEST:

Fleur D. Tremel
City Clerk

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me this _____ day of _____, 2019,
by Charles Powell as the Mayor for the City of Casper, Wyoming, for and on behalf of the Lessee.

WITNESS my hand and official seal.

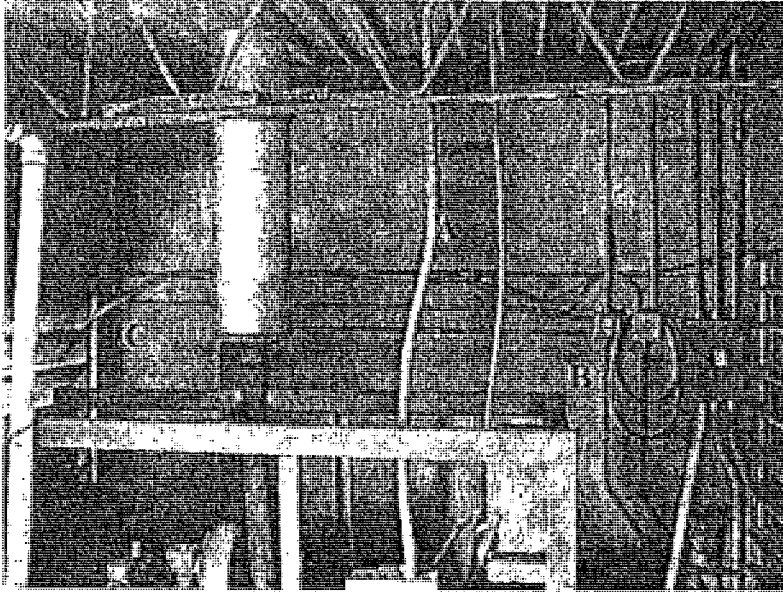
Notarial Officer

My Commission Expires: _____

Schedule A

Page 1 of 2

HVAC Room



POINT A – ACCESS POINT MOUNTING PLACE

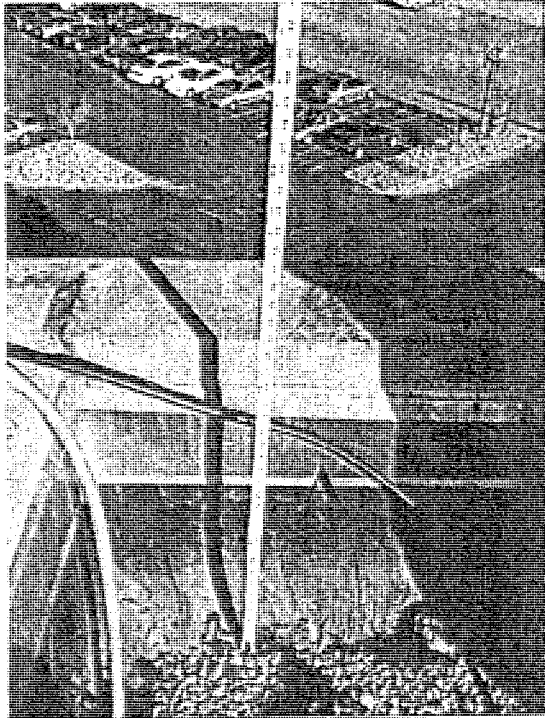
POINT B – 110 V power access

POINT C – Louvers, for the cable run.

(Schedule A)

Page 2 of 2

Antenna Mounting Point (Top of HVAC Room).



Point A – Antenna will be mounted on a tripod mount, sitting on top of a rubber mat, cinder blocks will act as anchors.

RESOLUTION NO.19-192

A RESOLUTION AUTHORIZING AN AGREEMENT WITH HILLTOP NATIONAL BANK FOR LEASING ROOFTOP SPACE FOR PLACEMENT OF THE MOBILE DATA COMMUNICATION ANTENNA AND RELATED EQUIPMENT.

WHEREAS, the Casper Traffic Department is equipped with devices which require that a mobile data communications antenna be placed in a central location within the city; and,


WHEREAS, the City desires to continue using the Hilltop National Bank building for its mobile data communications equipment; and,

WHEREAS, Hilltop National Bank represents that it is ready, willing, and able to provide the space to the City as required by the Lease Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with Hilltop National Bank for leasing space on and in a portion of its building.

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

APPROVED AS TO FORM:



ATTEST:

Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Charlie Powell
Mayor

09/06/19

MEMO TO: J. Carter Napier, City Manager ^{لقد}
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk ⁷⁷
SUBJECT: Outside Agency Funding

Meeting Type & Date:
Council Meeting
September 17, 2019

Action type:
Resolution

Recommendation
That Council, by resolution, approve a contract with Natrona County Health Department.

Summary
In FY19 Council decided to centralize grant funding to primarily come out of the Community Projects allocation from the One Cent Funds. However, Council agreed that the services provided and funded by the City should come out of the general fund allocation. The City has agreed to provide \$540,000 again in FY20.

This allocation will pay for professional services such as providing an adult health programming including medical case management of older adults; environmental health program including health inspections; maternal and child health program including prenatal and postnatal home visits; and disease prevention program including general disease prevention for tuberculosis control, travel medicine, immunizations, family planning, and prevention and treatment of sexually-transmitted infections. The funding will also be used to provide administration of Casper-Natrona County Health Department.

Financial Considerations
The contract will have a general fund impact of \$540,000.

Oversight/Project Responsibility
Fleur Tremel, Assistant to the City Manager

Attachments
Natrona County Health Department Agreement
Resolution

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 17th day of September 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. City of Casper-Natrona County Health Department ("Contractor").

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

RECITALS

A. The City is authorized to contract with certain agencies to provide various services within its jurisdiction pursuant to Wyoming Statutes 15-1-111(a)(i).

B. The City has allocated a portion of its General Fund to assist with the provision of human services.

C. The City will budget in fiscal year 2020 (July 1, 2019 to June 30, 2020) Five Hundred Forty Thousand Dollars (\$540,000) for Casper-Natrona County Health Department to provide adult health services, environmental health services, disease prevention clinical services, maternal and child health services and administration of Casper- Natrona County Health Department.

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

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

1. SCOPE OF SERVICES:

The Contractor shall perform the following services in connection with and respecting the project:

A. Provide adult health program including medical case management of older adults; environmental health program including health inspections; maternal and child health program including prenatal and postnatal home visits; and disease prevention program including general disease prevention for tuberculosis control, travel medicine, immunizations, family planning, and prevention and treatment of sexually-transmitted infections.

B. Provide administration of Casper- Natrona County Health Department.

2. TIME OF PERFORMANCE:

The services of the Contractor shall be undertaken and completed on or before the 30th day of June 2020.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Contractor shall be compensated for services performed in accordance with paragraph 1, not to exceed the sum of Five Hundred Forty Thousand Dollars (\$540,000) in fiscal year 2020. Funding will be contingent on budget availability.

4. METHOD OF PAYMENT:

Payments will be made quarterly following receipt of an itemized invoice from the Contractor for services rendered in conformance with the Contract, and following approval by the Casper City Council. Contractor shall submit an invoice for payment specifying that it has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

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

5. FINANCIAL REPORTS:

Casper-Natrona County Health Department shall keep and maintain proper records reflecting all revenues and expenditures and shall make annual financial reports. Casper-Natrona County Health Department shall provide City with a copy of the annual report, and audit if one was conducted, by June 30, 2020.

6. PROGRAM REPORTS:

Casper-Natrona County Health Department shall submit to the City Manager biannual reports no later than January 31, 2020 and July 31, 2020, reflecting the services provided, the number of persons served, and applicant information requested in the terms of this contract. Biannual Report to be used for reporting can be obtained for City Manager's Office.

7. ACCESS TO RECORDS:

Casper-Natrona County Health Department agrees to give the City, or its designee, general access to all records in connection with this Contract, except as provided by law, including, but not limited to program records and reports.

8. RETENTION OF RECORDS:

Casper-Natrona County Health Department shall establish and maintain sufficient records to enable the City to determine whether the Contractor has met the requirements of this Contract. At a minimum, records shall be retained by the Contractor for a period not less than three (3) years. A copy of said records shall be submitted to the City at the time of request for payments.

9. TERMS AND CONDITIONS:

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

10. SEVERABILITY:

The parties intend that the provisions of this Contract are severable. Should a Court of competent jurisdiction hereof declare any portion invalid, such declaration shall not affect the remaining provisions.

11. EXTENT OF CONTRACT:

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

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

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

John Han

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

WITNESS

CONTRACTOR
Casper-Natrona County Health Department

By: _____

By: Anna M Kinder

Printed Name: _____

Printed Name: Anna M. Kinder

Title: _____

Title: Executive Director

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

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

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

2. CHANGES:

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

3. ASSIGNABILITY:

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

4. AUDIT:

The City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Contractor which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

5. EQUAL EMPLOYMENT OPPORTUNITY:

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

6. OWNER OF PROJECT MATERIALS:

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

7. FINDINGS CONFIDENTIAL:

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

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Contractor shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Contractor represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Contractor, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Contractor shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONTRACTOR:

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

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to** the commencement of work, Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its subcontractors, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Contractor's profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. *Higher Limits.* If the Contractor maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

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

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its officers, elected and appointed officials, employees, agents or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment

of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

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

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

6. *Acceptability of Insurers*

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

7. *Claims Made Policies*

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

- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- b. Insurance must be maintained and evidence of insurance must be provided *for at least three (3) years after completion of the contract of work*. However, Contractor's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of *three (3) years* after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Contractor shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subcontractors*

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that the City is an additional insured on insurance required from subcontractors.

10. *Special Risks or Circumstances*

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

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

12. INTENT:

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

13. WYOMING GOVERNMENTAL CLAIMS ACT:

The parties do not waive any right or rights they may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the parties specifically reserve the right to assert any and all rights, immunities, and defenses they may have pursuant to the Wyoming Governmental Claims Act.

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

RESOLUTION NO. 19-193

A RESOLUTION AUTHORIZING A CONTRACT WITH
THE CASPER—NATRONA COUNTY HEALTH
DEPARTMENT (PROGRAM PROVIDER).

WHEREAS, the City is authorized to contract with certain agencies to provide various services within its jurisdiction pursuant to Wyoming Statutes §15-1-111(a)(i) and §35-1-614(b); and,

WHEREAS, the Casper—Natrona County Health Department is a “Human Services Program” as defined in W.S. §35-1-613(a)(iv); and,

WHEREAS, the City has allocated a portion of its funds to assist with the provision of human services; and,

WHEREAS, the City will budget Five Hundred Forty Thousand Dollars (\$540,000) for fiscal year 2020 for Casper-Natrona County Health Department to provide adult health services, environmental health services, disease prevention clinical services, maternal and child health services and to administer the Casper-Natrona County Health Department; including to provide assistance as referenced in W.S. §35-1-613(a)(iv) and,

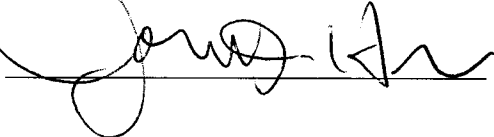
WHEREAS, The City desires to retain the program provider for such services.

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 with the Casper –Natrona County Health Department.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments throughout the term of the agreement, in an amount not to exceed a total sum of Five Hundred Forty Thousand Dollars (\$540,000).

PASSED, APPROVED, AND ADOPTED on this ___ day of September, 2019.

APPROVED AS TO FORM:



ATTEST:

Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Charles Powell
Mayor

September 5, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Liz Becher, Community Development Director *LB*
Aaron Kloke, MPO Supervisor *AK*
SUBJECT: Casper Area Long Range Transportation Plan Amendment No. 1

Meeting Type & Date:

Regular Council Meeting, September 17, 2019.

Action Type:

Resolution

Recommendation:

That Council, by resolution, approve Amendment No. 1 to the City of Casper's Contract for Professional Services with Nelson/Nygaard Consulting Associates, Inc., a firm based in Los Angeles, California, for the Casper Area Long Range Transportation Plan, in an amount not to exceed \$318,249.

Summary:

On June 5, 2018, the City of Casper and Nelson/Nygaard entered into a Contract for Professional Services for the Casper Area Long Range Transportation Plan with a completion deadline of October 1, 2019. The deadline should be extended to December 31, 2019, to allow greater time for review of final recommendations and provide the public ample time to review the final draft.

Financial Considerations:

The proposed contract shall not exceed \$318,249. Funding for this project comes from the Casper Area Metropolitan Planning Organization (MPO), including federal monies and contributions from member agencies. The Casper Area Metropolitan Planning Organization Policy Committee approved the funding of \$320,000 of MPO Programs and Projects funds from the federal Consolidated Planning Grant for this project on March 30, 2018.

Oversight/Project Responsibility:

Liz Becher, Community Development Director, and Aaron Kloke, MPO Supervisor, have been tasked with overseeing this project.

Attachments:

Resolution, Amendment No. 1 to Contract for Professional Services

**AMENDMENT NO. 1 TO THE CONTRACT
FOR PROFESSIONAL SERVICES (“AMENDMENT”)**

This Amendment to the Contract for Professional Services (“Amendment”) is entered into on this ____ day of September, 2019, by and between the following parties:

1. The City of Casper of Casper, Wyoming (“City”), a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601.
2. Nelson/Nygaard Consulting Associates, Inc., (“Consultant”), 706 South Hill Street, Suite 1200, Los Angeles, California 90014.

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

RECITALS

A. On June 5, 2018, the City and Consultant entered into a *Contract for Professional Services* (“Contract”) for the Casper Area Long Range Transportation Plan.

B. The deadline should be extended to December 31, 2019 to allow greater time for review of final recommendations and provide the public ample time to review the final draft.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto agree by and between them to amend the Contract as follows:

1. INCORPORATION OF RECITALS

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

2. AMENDMENT TO PART I, SECTION II, (TIME OF PERFORMANCE), PARAGRAPH B.

B. “The Project shall be completed on or before October 1, 2019” is replaced with the following:

“The Project shall be completed on or before December 31, 2019.”

3. RATIFICATION

The terms and conditions of the Contract, as modified herein, are hereby ratified by the parties and shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Parties have executed this Amendment as of the day and year above.

APPROVED AS TO FORM

William Tremel

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

WITNESS

CONSULTANT
Nelson/Nygaard

By: Kelsey Cardenas
Printed Name: Kelsey Cardenas
Title: Marketing Coordinator

By: Jeanne Martin
Printed Name: Jeanne Martin
Title: Marketing Manager

RESOLUTION NO.19-194

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF CASPER AND NELSON/NYGAARD CONSULTING ASSOCIATES, INC.

WHEREAS, on June 5, 2018, the City of Casper and Nelson/Nygaard Consulting Associates, Inc., entered into a Contract For Professional Services ("Contract") for Three Hundred Eighteen Thousand Two Hundred Forty-Nine Dollars (\$318,249) for a Casper Area Long Range Transportation plan ("LRTP"); and,

WHEREAS, the Contract was approved on June 5, 2018, with a completion deadline of October 1, 2019; and,

WHEREAS the deadline should be extended to December 31, 2019, to allow greater time for review of final recommendations and provide the public ample time to review the final draft.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, Amendment No. 1 to the above referenced Contract.

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

APPROVED AS TO FORM:




ATTEST:


Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Charles Powell
Mayor

September 12, 2019

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

FROM: John Henley, City Attorney 

SUBJECT: Resolution Rescinding Resolution No. 00-120 and Adopting a Replacement Resolution for the Establishment of Donations, Memorials, and Gifts

Meeting Type & Date
Council Regular Meeting
September 17, 2019

Action Type
Proposed Resolution

Recommendation
That Council adopt the relatively detailed and inclusive Resolution attached which includes Appendix A – Naming Policy for City Parks, Features and Facilities and Appendix B – Bench, Tree and Plant Donations.

Summary
Recognition of donors and contributors is something that has grown significantly in municipalities throughout the country. Naming rights can recognize significant contributions by citizens and/or recognize historic individuals and events; naming rights can also attract needed revenue and/or donations from contributors.

As with many interactions between businesses, individuals and government, fairness and stewardship must be the pillars upon which such donations are received. To implement those pillars, expectations of businesses and individuals must not be inflated, boundaries must be established and the adoption of policies which provide relevant and relatively detailed information must be available for review and analysis.

The proposed Resolution addresses, hopefully, most of the routine concerns and anticipate most of the interactions, desires and needs of the respective parties.

Because this is a lengthy Resolution and detailed Resolution, it is hoped that it can be posted or a link can be posted on the website for the public's use.

Financial Consideration
it is anticipated that there is the possibility of minimal to substantial revenue from donations, gifts, memorials and naming rights.

Oversight/Responsibility

Tim Cortez, Parks and Recreation Division Head
John Henley, City Attorney

Attachments

Proposed draft Resolution
Existing Resolution 00-120

RESOLUTION NO. 00-120

A RESOLUTION ESTABLISHING GUIDELINES FOR
THE PLACEMENT OF MEMORIALS WITHIN CITY
PARKLANDS.

WHEREAS, the City of Casper is desirous of establishing guidelines for the placement of memorials within City parklands.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the following are rules, regulations and fees which apply to the placement of memorials within City parklands.

Section 1.

It shall be unlawful for any memorial to be placed in a park without the written permission of the City of Casper.

Section 2.

Unless otherwise specified, all sections of this resolution with the word "City parklands" shall apply to all current and future property zoned as park within the City of Casper.

Section 3.

All memorial plaques and gifts can be selected from a list provided by the City of Casper or the contribution may be monetary in form. All monetary gifts will be placed in the Urban Forestry Perpetual Care Account.

Section 4.

The donor and the City must mutually select a general park area for the placement of the memorials. The City reserves the right to determine the suitability of the memorial and the exact location.

Section 5.

The City encourages donation of trees and vegetation as memorials. Tree selection must receive the approval of the City. City parks crews will plant the tree and the City reserves the right to select the time and precise location for the planting of the tree. The City does not guarantee that a tree will survive. If the donor wishes to guarantee the survivability of a tree, the fee shall be doubled. Replacement of trees and vegetation will be performed only once. All trees shall have a caliper size of greater than 1½ inches. All shrubs shall be of mature growth. Fees for trees and vegetation are as follows:

Trees: Cost of the tree, plus twenty percent.
Bushes: Cost of the shrub, plus twenty percent.

Section 6.

Memorials may include bronze plaques with a dimension no greater than 9" by 12" and suitable for flush ground mounting, or an aluminum tag for attachment to an equipment item (no greater than 6" X 2") must be provided by the donor. Memorial requestor must submit, in writing, the precise wording of the plaque or tag prior to ordering. Wording of the memorial is subject to approval by the City. The City shall mount the submitted plaque or tag. Fees for plaques and tags are as follows:

Plaques: Cost of the plaque, plus \$25.00
Tags: Cost of the tag, plus \$15.00

Section 7.


All memorial fees shall be paid for prior to the purchase of the memorial by the City.

Section 8.

Other memorial donations may include park equipment such as barbecues, benches, bike racks, bleachers, picnic tables, and playground structures. All park equipment shall be approved of and purchased by the City of Casper. The City of Casper will install all equipment in a location mutually approved of by the donor and the City of Casper. Fees for these memorials shall be cost of the item , plus twenty percent.

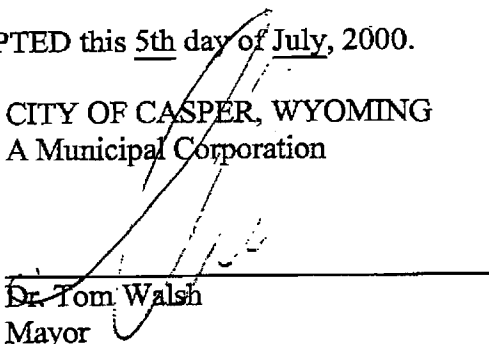
PASSED, APPROVED, AND ADOPTED this 5th day of July, 2000.

ATTEST:



V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation



Dr. Tom Walsh
Mayor

RESOLUTION NO. 00-121

A RESOLUTION AUTHORIZING AN AGREEMENT
WITH LEGACY CONSTRUCTION, INC., FOR 2000
METRO ANIMAL CONTROL FACILITY
IMPROVEMENTS, PROJECT 99-61.

WHEREAS, the City of Casper desires to construct improvements for the Metro Animal Control Facility, and;


WHEREAS, Legacy Construction, Inc. is able and willing to provide those services, specified as 2000 Metro Animal Control Facility Improvements, Project 99-61.

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 Legacy Construction, Inc., for those services.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments, and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed One Hundred Forty Six Thousand, Five Hundred Ninety One Dollars (\$146,591), and Seven Thousand Dollars (\$7,000), for a construction contingency account, for a total contract amount of One Hundred Fifty Three Thousand, Five Hundred Ninety One Dollars (\$153,591).

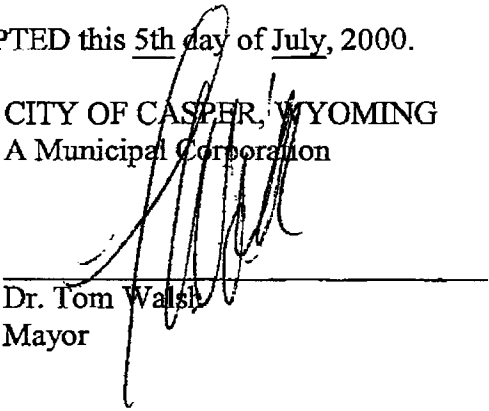
PASSED, APPROVED, AND ADOPTED this 5th day of July, 2000.

ATTEST:



V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation



Dr. Tom Walsh
Mayor

RESOLUTION NO. 19-195

A RESOLUTION REPEALING RESOLUTION 00-120 AND
ADOPTING THIS RESOLUTION ESTABLISHING PROVISIONS AND
PROCEDURES FOR ACCEPTING DONATIONS, MEMORIALS AND
SPONSORSHIP CONTRIBUTIONS

WHEREAS, the current policy regarding Gifts and Donations and Memorials is limited and becoming outdated; and,

WHEREAS, it is in the best interest of Casper to establish comprehensive and more detailed provisions and procedures for accepting donations, memorials and sponsorship contributions to the City; and,

WHEREAS, authority is granted to cities and towns by W.S. 15-1-103(a)(xxii)(xi)(vi) and (v): to receive bequests, gifts and donations of all kinds and that cities and towns may establish and regulate parks, zoological gardens and recreation areas, as well as take all necessary action to plan, construct or otherwise improve...streets, alleys, bridges, parks, public grounds, cemeteries and sidewalks and to perform all acts in relation to the property and concerns of the city or town necessary to the exercise of its corporate powers.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the City of Casper rescinds and repeals Resolution No. 00-120 and adopts this Resolution for the Establishment of Donations, Memorials, and Gifts.

1. Preamble

The City of Casper recognizes the enormous value of direct community support. The City is very fortunate to receive support from scores of community members who regularly give time, money, property, and individual expertise to help ensure that Casper and participating particularly the scenic and aesthetic values of Casper are preserved and will endure; these are vital benefits and improve the quality of life for residents and visitors alike. Whether through foundations, corporations, non-profit organizations, service clubs, or as individuals, these community members work to augment the City's capital and maintenance budgets adopted annually.

This Resolution is adopted with the intent of insuring that philanthropic traditions are fostered, that donors are treated with consistency and fairness, and that contributions are recognized in ways that support Casper's resources and values.

2. Application of Provisions

The provisions in this Resolution, including Appendix “A” and Appendix “B” which are a part of this Resolution, shall apply equally to donors. Exceptions to these provisions may be made only through a pre-determined donation program, fundraising campaign, or partnership agreement developed and administered by, or in cooperation with, the Parks and Recreation Division. Examples of pre-determined programs include the Crossroads Adventure Playground, the Platte River Restoration Project, ongoing and focused tree replacement programs and multiple year commitments for select park, garden, or facilities replacement, development or maintenance.

3. Donations Request Procedure

Members of the public may submit donation requests to the Parks and Recreation Division for consideration using a standard “Parks & Recreation Donation Request” form, unless otherwise specified through a partnership agreement or pre-determined donation program. Donation request forms are available online at www.casperwy.gov or at the Parks and Recreation Division office, located at 1801 East 4th Street, Casper, WY 82601. Completed donation request forms should be delivered to the Parks and Recreation Division office.

For requests to donate items, or cash to purchase a specific item with a value of \$5,000.00 or more, a preliminary site visit and discussion between the donor and Parks and Recreation Division (PRD) staff is often beneficial. Typically, on projects of this magnitude, no design work, processing of permits, or detailed research can be performed until a donation has been approved and items and/or donated funding are received by the Division or sponsor organization, or a signed agreement by the donor to be delivered by a specific date, has been received. If applicable, a final design must be approved in writing by PRD staff prior to ordering, manufacture, or construction of any donation items or features. Completed or installed items or features that have not been approved in writing may not be accepted, may be removed, or reasonable requests may be made to correct any unacceptable elements.

Donation requests will be reviewed by the Parks and Recreation Division Head or his/her designee with the assistance of other staff for consistency with these guidelines. Donation requests will be reviewed in a timely manner, typically within forty-five (45) days of donation request submittal. The PRD retains the right to accept or deny donation requests, except as described in *Appendix A, Naming Policy*. Special requests or appeals may be submitted in writing to the Parks and Recreation Division Director.

4. General Donation Criteria

Donations shall be consistent with the following criteria:

- a) Donations typically must support the needs of a specific park or facility in compliance with an adopted plan or other established guideline regarding

use, management or improvement of the park or facility.

- b) Preference will be given to donations that follow a prioritized list of approved projects and programs as defined by the Parks and Recreation Division.
- c) In the absence of an adopted plan or prioritized list of approved projects for a particular location, donation requests must demonstrate consistency with the customary use and best knowledge of future use of the desired location, as determined by Parks and Recreation Division staff review.
- d) Donations shall include the true cost of donated items including staff time, labor, materials, and permits used in procurement and establishment of the donation, and an endowment contribution for maintenance.
- e) Corporate donations **shall not** constitute an endorsement of or by the City of Casper. Donations implying or suggesting commercial advertising or solicitation will typically not be accepted.

5. Donated Item Evaluation Criteria

Potential donated projects, features, facilities, objects, artifacts, or materials (henceforth “items”) shall be evaluated by Parks and Recreation staff according to the following guidelines:

- a) Donated items shall be considered only if there is an appropriate and safe location for placement.
- b) Donated items shall be made of durable, high-quality materials and construction, and shall be in good condition to allow proper installation and long-term function.
- c) Donated items must be free of inherent hazards or any other characteristics that could potentially cause harm or injury.
- d) In considering donated items for specific sites, future plans for each site must be considered, including improvements, renovations, conversions, or other changes in use.
- e) Donated items must be free of donor-imposed encumbrances (and free of any lien or title encumbrances), except as agreed to in writing by the Parks and Recreation Division.
- f) Donated items must be deemed in keeping with the character of the specific park or facility with consideration to scale, materials, subject, and style of the item and in relation to the physical site, its uses, and its users.

- g) Donation of art objects or creations to parks shall also comply with all criteria listed herein.

6. Recognition of Donations

It shall be the goal of the Parks and Recreation Division to recognize all donations in one or more forms according to these guidelines. In order to protect park and facility resources, values, and the experience of park and facility users, methods of recognition and utilization of contributions shall fully respect the function, public values, needs, master plans, and priorities of park property and other City facilities. Such recognition and utilization of contributions shall be appropriate to the character of each individual park or facility, shall not detract from user's experiences or expectations or impair the visual properties of the locations' environment, shall not be perceived as advertising or commercializing the location and shall not create a feeling or perception of proprietary interest.

- a) In the interest of equal treatment of donors, recognition of donations shall be made in accordance with standardized giving levels, with a preference for recognition of all donations to be made by direct acknowledgment to the donor (e.g. letter of acknowledgment) and other off-site recognition, and to minimize on-site forms of recognition. Exceptions may be granted in special circumstances with the approval of the Parks and Recreation Director.
- b) In order to prevent the proliferation of signs and visual clutter in the park environment, off-site forms of recognition are preferred. When a physical form of on-site recognition is appropriate, temporary forms or forms of limited duration are preferable. Approved on-site recognition may be considered only in a manner that does not detract from the values, goals, and objectives of the park's or facility's location or the appearance or function of the donated item, and that is otherwise consistent with donation guidelines - See Appendix B
- c) All on-site recognition shall be subordinate to, and harmonize with, the characteristic of a park or facility location and surroundings, and shall not inhibit routine maintenance, use and enjoyment or detract from the park's or facility's values or interpretive message.
- d) A donor's wishes for anonymity shall be respected.
- e) Corporate tag lines or marketing messages **shall not** be permitted on any form of recognition.
- f) Naming for City parks, facilities or features shall be administered according to the Naming Policy – See Appendix A

7. Giving Level Status

Recognition of donations through the above-listed methods shall occur according to the following giving level standards, except as described in Appendix B, Bench, Tree and Plant Donations. Each giving level may include one or more forms of recognition from lower giving levels where appropriate. Standards may be refined or modified through a per-determined donation program, fundraising campaign, or partnership agreement developed and administered by, or in cooperation with the Parks and Recreation Division. The dollar amounts below represent cash or equivalent, appraised value.

\$1000 and under	Letter of recognition
\$1000 - \$5000	Off-site recognition
\$5000 - \$10,000	Temporary sign
\$10,000 - \$25,000	Integrated sign of limited duration
\$25,000 and above	Plaque or permanent (approximately 12 years) unless other arrangements for future upkeep are made.

8. Methods of Recognition

Off-Site Recognition

New and innovative methods of off-site recognition will continually be developed to honor the generosity of community donors. Examples include:

Letter of Recognition – A letter of recognition and thanks will be sent to all donors. The letter will acknowledge the amount of the gift, the donor, special circumstances that apply, and the date of acceptance. The letter will serve as evidence of the gift for the purpose of the donor’s tax records. The letter will not attempt to value non-monetary gifts.

Website Donor List – Donor lists may be kept on the City of Casper’s website to recognize and appreciate donor contributions. Typically, online donor lists will be kept for a minimum of five (5) years.

Casper Newsletter or Press Releases – Articles about donors, donation projects or other mention of donor names in newsletter publications or press releases provide direct and community-wide recognition of contributions. Articles may include detailed descriptions of projects and accomplishments that can help the community recognize the value of donations and public-private partnerships, thereby supporting expanded interest in donation and volunteer programs, as well as recognition for generosity of donors.

Other Publications – In order to share specific information with the community supporting the use of Casper’s infrastructure system, a wide range of other printed materials such as activity calendars, maps, guides, books and brochures are published.

These materials may include recognition of an underwriting sponsor, or, as appropriate, credit contributions towards a specific park, facility or feature or program.

On-Site Recognition

Temporary Signs – Temporary signs may be used to acknowledge donor contributions on-site during a project period (i.e. construction period, or the duration of a specific event or project). Temporary signs shall be uniform, of appropriate design and scale, and clearly indicate both the Division and the Division's recognition of the donor's contributions. Signs may carry a brief project-related or interpretive message. Signs shall be consistent with park sign design standards. Temporary signs shall be placed during the project period (e.g. construction period) and for approximately ninety (90) days thereafter; however, phased or long-term projects may require appropriate exceptions, as determined by the Parks and Recreation Director.

Integrated Signs – Recognition of donor contributions may be considered on certain directional, interpretive, and informational signs. For instance, a trail head map or sign may also recognize a donor's significant contributions towards the construction of the trail. Similarly, interpretive displays may note that particular features such as overlooks or other facilities exist through the generosity of specific donors or volunteers. Recognition shall be clearly and substantially subordinate to the sign's intended message or information, and shall be consistent with Park and Recreation Division sign design standards. Single-purpose recognition signs shall be avoided.

Sign recognition, like permanent plaques, may be proposed only for significant contributions (of time, money, land, etc.) that provide exceptional, long-term benefit to a park or facility. Signs shall be located in developed areas and preferably on or inside an existing structure. Typically, signs may not be placed in a natural area or affixed to cultural resources. No commitment for sign maintenance for more than seven (7) years will be made by the City.

Donor Boards – Placement of a donor board recognizing multiple donors may be permitted in appropriate locations provided the board is subordinate to, and in keeping with, the character of the park or facility, is consistent with sign design standards, and harmonizes with other features (e.g. interpretive displays). Donor boards must be part of a pre-defined donation program sponsored or co-sponsored by the Parks and Recreation Division.

Donor boards should be constructed of durable, high-quality materials, may allow recognition of multiple donors through easily replaceable/exchangeable means, and may include a range of donation categories (e.g., volunteers, memorial gifts, donation of exhibit or archive materials, funds, etc.) as appropriate.

Donors shall be advised that donor boards are not intended to be permanent and may need to be removed at any time due to future renovations, persistent vandalism, maintenance issues, or other unforeseen circumstances.

Permanent Plaques – Permanent plaques (twelve (12) years) may be permitted only with the approval of the Director and may be proposed only for significant contributions (of time, money, land, etc.) providing exceptional, long-term benefit to a park or facility. Permanent recognition plaques shall be placed only in developed areas in conjunction with existing facilities (e.g., visitor center, parking area, environmental education center, entry area, etc.) and shall be harmonious and integrated with the character and features of the park, as determined by Parks and Recreation staff.

Interpretive Programs – Occasionally, significant donor contributions are directly related to a park or facility, such as through land donation, project sponsorship, or major restoration work. In such cases, it may be appropriate to mention a donor’s contribution during selected interpretive programs, events, or materials, or when the donation is directly related to the subject of interpretation.

9. Naming

A complete naming policy is outlined in Appendix A of this Resolution.

10. Recognition of Donated Items

Specific items may be donated for placement and use in parks and parks facilities according to Section 5, Donated Item Evaluation and Criteria. Recognition of a donated item displayed in a park shall be allowed according to Section 8, Methods of Recognition, and as appropriate for the value of the gift as determined by an independent appraisal. Recognition through interpretive material associated with a donated item may be allowed if consistent with recognition guidelines.

11. Recognition of Memorial Gifts

Memorial donations (gifts made in memory of a deceased person) may be recognized in the same way as other gifts, i.e. through any form of recognition described in Section 8, and shall meet the criteria for each specific form of recognition. Inclusion of dates in on-site recognition is strongly discouraged. Instead, memorial donation recognition may precede the name of the memorialized individual with the words, “In memory of,” except as described otherwise through a pre-defined donation program.

NOTE: Placement of personal, human or animal remains or other objects is expressly prohibited within the City of Casper parks and shall not be approved or permitted.

12. Existing On-Site Recognition

A range of donor recognition and memorials currently exist throughout the parks and open space system, some of which may not be in conformance with these guidelines. Out of respect for these donors and their families, existing on-site recognition established prior to the enactment date of this document shall be allowed to remain until such time as they are removed or replaced in accordance with these guidelines.

13. Adoption Programs

Adopt-a-Park, Adopt-a-Trail, Adopt-a-Planter, and other adoption programs are designed to provide significant community care and support of specific parks and facilities through volunteer labor or other donations in exchange for recognition of this support. Adoptions shall be considered partnerships, documented in a signed agreement, and may be recognized through a sign located at the place of adoption for the duration of the adoption. Adoption signs shall be consistent with park sign design standards, and shall be subject to the approval of the Parks and Recreation Director.

14. Catalog Programs

Catalog programs may be developed to raise funds for specific park or specific facility-related needs. Catalogs may offer a variety of items such as picnic tables, benches, equipment, trees, shrubs, perennials, and building materials at a pre-determined donation amount (which shall include costs described in Section 4). Catalog programs shall be reviewed and approved by the Parks and Recreation Director for content, methods, and adherence to these guidelines prior to establishment. Catalog programs shall include a price list and description of a variety of items. All prices must include necessary administrative costs and a contribution to be placed in a maintenance endowment account.

15. Partnerships

The Division may elect to enter into a partnership with other organizations for purposes of soliciting donations for a specific program, project, or event. Partnerships represent a special relationship in which the Division and partner organization(s) cooperatively pursue a common goal for community benefit supporting the mission of improving Casper's parks, open spaces, recreation options and public facilities and areas. A written agreement shall be drafted and signed by both parties prior to dedication of significant City resources such as funding or staff time. The agreement shall establish the goals, expectations, commitments and obligations, roles, time line, and specific outcomes, and other pertinent information for the partnership. Recognition of partner organizations' contributions shall follow guidelines for donor recognition as established in this document, unless otherwise stated in the partnership agreement.

16. Event Sponsorship

This section of the Donation Policy applies to events approved and/or co-sponsored by the Parks and Recreation Division. Additional regulations regarding events and special use permits are described in the Casper Special Events Guide and Policy.

Signs or banners, consisting of identifying information, advertising privately-sponsored events may be placed within the park or facility at the perimeter of the approved event venue and within the event venue. Signs typically must be placed no sooner than twenty-

four (24) hours preceding the event, and shall remain for no more than twenty-four (24) hours following the event.

For private events and events co-sponsored with the Parks and Recreation Division, limited on-site use of event sponsors' logos and names on event facilities, signs, and printed materials at special events may be allowed at the discretion of the Parks and Recreation Director. The size, scale, and location of corporate logos and names shall be subordinate to the event facilities and area. Under no circumstances shall corporate logos and/or names be displayed in a manner suggesting endorsement by the City of Casper or the Parks and Recreation Division.

If a sponsorship of a special event requires on-site recognition of donors or sponsors, a written agreement shall be drafted and executed prior to approval of the event wherein the responsibilities of each party shall be described, including specific language to eliminate the appearance of endorsement by the City of Casper. This documentation may be in the form of a special use permit, a memorandum of understanding, or an exchange of letters or other written agreement.

17. Corporate Logos

City parks and open spaces are not considered appropriate venues for advertising, and it is therefore desirable to minimize the use of corporate names, logos, and slogans within the park or open space environment. The use of corporate logos may be permitted in conjunction with approved special events. Corporate names (but not logos, tag lines, or slogans) may be used in any form of recognition for donations as described in Section 8. Corporate logos may not be used except to acknowledge donations of \$25,000 or more, or for special partnership programs. In all cases, corporate logos shall be unobtrusive and subordinate to the donation or event message, and shall not contain corporate tag lines or other marketing-oriented phrases.

18. Endorsements

Standards of ethical conduct adopted by the City of Casper and conflict of interest statements prohibit City employees from using or permitting the use of their position, title, or authority to endorse any products, service or enterprise. However, when endorsement is given by the Division as recognition in support of the City's or the Division's mission, not the employees, the following forms of endorsements may be allowed:

Letter or Public Statement – Private individuals or organizations often engage in activities that contribute clearly to the City's or the Division's mission, including, but not limited to, the donation of funds, supplies or services. In appropriate cases, the Director or appropriate staff designee may issue a letter or public statement commending and endorsing an individual's or organization's contributors to the City or to the Division.

Divisional Endorsement in Partner Organization Literature – If an organization is engaged in fundraising under an approved agreement with the Division, the organization’s fundraising literature and public statements may include a quotation from the director (or designee) commending the organization’s efforts in support for the City and the Division and endorsing the fundraising activity.

Divisional Recognition in an Organization’s Self-Advertising Promotion – Any entity may reference the Division’s commendation, certificate, plaque, or other form of recognition from the Division in its own advertising, promotions or other activities that are intended to promote good will or enhance corporate name recognition. In these instances, care must be taken to reference only recognition of contributions to the community or Division and specifically avoid implying or suggesting any endorsement or a product or service offered by the entity.

19. Special Privileges

Making a donation or co-sponsoring a special event does not entitle the donor/sponsor to any special privileges, other than those described herein, or as authorized and administered by the Division prior to acceptance of the donation. Any requests by such parties shall be subject to the same approval criteria as a request by any member of the public (e.g. Casper Special Events Guide and Policy).

20. Maintenance and Duration

Improvements made in a public space become the property of the public and will be maintained accordingly by the Parks and Recreation Division under the administrative direction of the Director. The Division can offer no guarantee or obligation, legal or otherwise, to maintain or replace signs, plaques, materials, equipment, structures, or other donated resources that are vandalized, lost, stolen or otherwise damaged or destroyed. However, maintenance of donated items may occur as follows:

The responsibility of the Division for maintenance or replacement of donated resources serving a direct, broad public benefit shall be treated as equal to the responsibility for maintenance and replacement of other City property, at the discretion of the Director, for a minimum of five (5) years, unless damaged by the City, a City contractor or a City employee, in which case City will have no obligation to repair or replace after a maximum period of twelve (12) years, unless other provisions for maintenance and/or replacement have been stipulated in a written agreement between the City and the donor. Typically, maintenance staff are able to respond only to major vandalism, graffiti or other damage. Donors should be aware that staff are unable to carry out higher levels of care such as cleaning, sanding, polishing, oiling, or other treatments that address normal age and use. The Division reserves the right to remove or relocate donated items or donor recognition when reasonably required as a result of necessary park operations.

The maintenance or replacement of donor recognition, except in association with signs or other materials providing direct, broad public benefit, shall be the responsibility of the

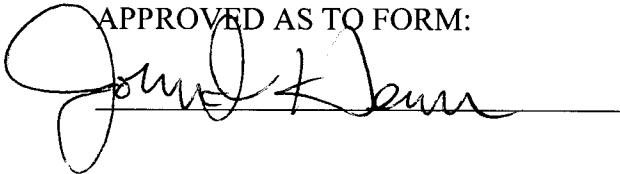
donor. The City reserves the right to remove or modify donor recognition that is hazardous, damaged, in poor repair, or that interferes with park operations.

At any point after the five (5) or twelve (12)-year period described herein (unless there is a contract between the City and donor specifying a greater duration), the item may be removed and may become available again to the general public as a donation opportunity.

At the time of removal, if practical, donation recognition shall be removed from deteriorated items and returned to the donor. If a donor cannot be reached, recognition material shall be retained by the Parks and Recreation Division for a period of one (1) year to be claimed by the donor. Unclaimed recognition may be recycled or discarded after one (1) year.

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

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read "John J. Kamm", is written over a horizontal line.

ATTEST:

CITY OF CASPER, WYOMING,
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

APPENDIX A

NAMING POLICY FOR CITY PARKS, FEATURES AND FACILITIES

1. Introduction and Purpose

The Parks and Recreation Division in conjunction with the City Manager and the Division Head of Community Development shall oversee and recommend the naming of parks, features and facilities of the City of Casper. The Casper City Council must, by Resolution, approve such recommendations. To ensure fair and consistent application of naming, all locations requiring naming, or for which formal naming is requested, shall be evaluated and processed in accordance with these guidelines. Approved naming or renaming shall not constitute an obligation to provide a sign or other indication of the name.

2. Common Name vs. Legal Name

For operational and public identification purposes, properties have been referenced by a particular name which has not been legally defined or assigned by the City Council. Such names are called “common” or “use” names. In many cases, common names are used for long periods of time, and subsequently appear in documents and printed materials. Names may only achieve legal standing by one of two means:

1. The Casper City Council adopting the name, or
2. The Casper City Council adoption of a plan or document in which the common or use name is clearly used to identify the property or facility.

3. New Property Facilities and Features

As new property is acquired and new facilities and features are constructed, the City of Casper typically establishes a name based on one or more of the source criteria listed below. Similarly, the City may establish a name for existing parks property or features which have not been named.

Adjacent Street – Names referencing an adjacent street.

Geography – Names referencing geographical characteristics of an area near the park or facility, with consideration being given to archeological, geological, topographical, botanical, zoological, or human-made geographical characteristics. Geographical names shall reference features expressing timeless qualities likely to maintain name appropriateness over time.

History – Names referencing a historic person, place, culture, or event associated with the land or facility.

Subdivision/Neighborhood – Names referencing the surrounding neighborhood or subdivision comprising a significant portion of the park service area.

4. Recognition Naming

Naming park land, features or facilities in recognition of a person, group or entity shall be considered based on the following criteria:

Donor – Names referencing a donor, or a name suggested by a donor, may be considered in exchange for significant contributions. Naming of land, where the land itself is donated, may be considered where the appraised value of the donated land is \$500,000 or greater, and where the donated land represents at least 51% of the area of a particular park or facility. Naming of donated

features for parks or facilities, using donated funds, may be considered for donations of 51% of the feature construction or acquisition cost, or \$150,000, whichever is greater. Long-term gifts and endowments are encouraged and may also be considered for naming opportunities.

Honoring a Living Person – Park land, facilities and features may be named to honor a living person whose gift or service to the community is of a most extraordinary nature.¹

Honoring a Deceased Person – Park lands, features or facilities may be named to honor a deceased person to recognize an extraordinary service or gift to the community. Requests for naming in honor of a deceased person shall be considered after five (5) years from the date of death.¹

Group Recognition – Park lands, facilities or features may be named to recognize an organization or group for extraordinary gifts or service to the community.

5. Renaming Procedures

In order to respect past community values, a commonly- or legally-named park or feature shall not be renamed in its entirety under most circumstances. The following procedures describe the process for renaming parks, facilities and features in a variety of circumstances:

Renaming Through Public Process

During public discussions within a park, City facility or open space resources plan update process, a general consensus may be reached to rename park, facilities or features to better reflect current community values or the area's special characteristic, or for similar reasons deemed significant by participating members of the community. Public discussions of naming shall be directed to address the criteria outlined herein.

Legal change of the name for a park, facility or feature does not occur unless or until formally adopted by the City Council of Casper, by Resolution.

Renaming Features Outside of Public Process

Requests for renaming outside of a public process may originate from members of the community, organizations, or elsewhere. Any donation consistent with the size and purpose of the location, facilities or features shall be required. An official written request for renaming must be sent to the Parks and Recreation Division containing the following information:

- √ Compelling evidence of the extraordinary contribution of the individual to the community
- √ The proposed name
- √ Concise description of reason(s) for the name change
- √ A description of how the renaming request meets the criteria contained within this policy

¹ The City reserves the right to remove the name designated if the named person is or has been convicted of a felony or a high misdemeanor violating moral turpitude or is charged with a felony or a high misdemeanor involving moral turpitude, but passes away before the charges are resolved.

If the proposed name recognizes a living or deceased person, the proposal must also contain the following:

- √ Compelling evidence of the extraordinary contribution of the individual to the community
- √ Date of the death, if applicable
- √ Explanation of how renaming a park or feature would improve community awareness and historical perspective

7. Naming Approval Procedures

All naming requests and proposals shall be reviewed by the Parks and Recreation Division, the City Manager and the Division head of Community Development Division. Requests shall be reviewed initially by the Parks Division staff, who shall forward a recommendation to the Division Head, who will coordinate future evaluations.

On receipt of a request from the City Council to consider renaming a park, the same procedure will be followed with staff evaluating the information provided and staff shall then return a recommendation to the City Council regarding the request. The Council will then make the decision.

APPENDIX B

BENCH, TREE AND PLANT DONATIONS

1. Introduction

Benches, trees, and a variety of plan materials are among the most popular types of donations to the City of Casper. Special guidelines shall apply to these donations to help ensure ongoing, equitable donation opportunities for individuals and organizations and to maximize community benefit. All other Donation Policy guidelines shall apply unless otherwise noted herein.

2. Bench Donations

Special guidelines shall apply to the donation of benches, and recognition of bench donations, as follows:

Bench Catalog

A catalog may be established by the Parks and Recreation Division to provide a broad range of consistent, pre-approved bench donation opportunities through the park system. Bench locations and types, and donor recognition shall be established as part of the pre-determined catalog in accordance with these guidelines. Bench requests outside the catalog shall be considered but encouraged to utilize approved bench donation opportunities.

Bench Types

All bench designs and specifications shall be subject to Parks and Recreation Division review to ensure consistency with the character of the bench location, other nearby site furnishings, and existing planning documents.

Bench Locations

Benches shall be installed at each park, trail or facility site in accordance with the location's character, development plans and consistent with an approved list of suitable bench locations as developed by the Division. All locations shall be subject to Parks and Recreation Division review, including on-site investigation of utilities, irrigation, potential conflicts with trees, and other technical or functional factors potentially affected by a new bench installation. Modification of bench locations may be necessary following site investigation. The following general bench location criteria shall be considered in determining bench locations.

- a) Benches shall be located to serve as an appropriate resting place such as at the summit of a steep trail, at an interval along a trail, walkway, or esplanade, at a scenic overlook or other vista point, near playgrounds or other park amenities, and at other special locations. Benches should offer a comfortable place to enjoy the natural, historic, recreational or other features in the area or park.
- b) Benches shall be placed at intervals appropriate to the intended use and scale of the park, or the specific area within the park. For example, benches placed around a law area in a community park might be spaced closer than benches placed along

a more rural trail.

- c) Benches shall not be placed in a location attracting pedestrian traffic or activity that would damage natural resources, such as in a location to which visitors would make a new path through a pristine or sensitive natural area, or in a location where litter might cause particular maintenance problems. Bench locations shall avoid creating unsafe conditions, such as offering a platform for children to stand on in order to climb a tree, or locations situated close to vehicular traffic lanes or other potential hazards.
- d) Benches shall be placed in locations that offer easy observation from public streets, commonly used facilities, frequented trails, etc. to reduce the likelihood of negative use. Care should be taken to avoid hidden or dark locations that may encourage illegal or inappropriate activities.

Cost of Bench Donation

The cost of bench donations shall follow the guidelines established in the Donation Policy, or as determined through the bench catalog.

Bench Donation Recognition

Unless otherwise specified in the bench catalog, bench donations shall be recognized on the donated bench itself in a method that is subtle, subordinate to the character of the bench, and that avoids interfering with the comfort of the user. Recognition inscriptions shall typically include the words, "A Gift From [donor's name]," for a living donor, group, or organization, and, "In Memory of [person's name]," for a memorial donation. Appropriate methods of recognition include:

- √ Engraving in the bench material
- √ Metal plate permanently attached, either recessed into the bench material or affixed in a manner that provides a maximum 1/16-inch relief from any bench surface
- √ Text die-cast in bench components as provided by a bench manufacturer
- √ Metal plate, stone tile, or other engraved material inset into the surface material, typically concrete, to which the bench is permanently affixed, in a manner that provides a maximum of 1/4-inch relief from any adjacent surface
- √ Maximum type size of any recognition shall be 3/8-inch in height
- √ Methods of recognition shall be durable and resistant to vandalism

Maintenance and Duration of Bench Donations

Benches will be maintained according to the Donation Policy.

3. Tree and Plant Donations

Special guidelines shall apply to the donation and recognition of trees, shrubs and other living plant material in Parks and Recreation system, as follows:

Special Programs

Special programs may be established by the Parks and Recreation Division to provide a

broad range of consistent, pre-approved tree and other plant donation opportunities throughout the park system and on other City properties. Tree locations, species, and/or donor recognition may be established as part of the pre-determined program in accordance with these guidelines. Tree and other plant material donation requests outside special programs may be considered, however utilization of pre-approved donation opportunities, including special programs and new park construction, is strongly preferred.

Species Selection

Offers of donated plants will be declined if the plants are considered invasive according to Parks and Recreation Division staff, or if the plants exhibit characteristics considered incompatible with a public park (e.g. certain plants exhibiting fruit, nuts, thorns, poisonous or allergenic qualities, shallow roots, etc.). In order for a donation to be accepted, trees and other plant species must be determined by the Parks and Recreation Division's Department Head or his/her designee, in conjunction with Parks and Recreation Division design and maintenance staff, to be compatible with the general or specific conditions of a proposed location, including climate, soil, solar aspect, air quality, drainage, wind, and other factors.

Location

Donated trees and other plants shall be installed at each park site in accordance with each park's respective concept design, master plan, or as defined by special donation programs. All locations require the prior approval of the Parks Division's designee, in conjunction with Parks and Recreation Division design and maintenance staff, to ensure compatibility with utilities, irrigation, and other technical or functional factors. Modification of locations may be necessary following site investigation. The following general location criteria shall be considered:

1. Trees and other plants shall be located to provide shade, shelter, wind breaks, physical definition of park areas and facilities, and visual interest. Where possible, trees and plants shall serve multiple functions.
2. Trees and other plants must be located where existing, automated irrigation is available. Existing irrigation must be compatibly zoned for the type of tree or plant donation. If irrigation is not available, the donation amount must include the full cost of extending irrigation services to the desired location, or include a written agreement that the donor shall accept responsibility for watering the tree or plant for an appropriate amount of time by whatever means is agreeable to the Division and available to the donor without the assistance of Division staff.
3. Trees and plants shall be located to preserve existing open spaces, unless otherwise specified in an approved concept design or master plan.

Recognition for Donations

Donated plant material shall be recognized with off-site forms of recognition only. Special programs, for example, Adopt-a-Planter, may allow for exceptions.

Tree Donation Maintenance and Duration

Donated trees located in special program sites will be maintained by the Parks and Recreation Division for a maximum period of three (3) years from the date of planting. However, there can be no guaranty that trees, plants or shrubs will survive. No agreement will be made by the Division regarding pruning, grafting, or specialized treatment of donated trees. The Division will accept no responsibility for maintenance or replacement of donated trees that are not watered by an automated irrigation system, and/or where a donor has agreed to accept responsibility for watering the tree.

Various species of trees exhibit different growth patterns, including periods of dormancy, and may react negatively to environmental stress factors beyond the control of Parks and Recreation Division staff. If a tree shows potential for a healthy recovery, Division staff may elect not to remove and replace the tree in favor of close monitoring for continued health.

If a donor wishes to pay for replacement of a declining tree after the three-year maintenance period, it may be allowed at full replacement cost according to Donation Policy Section 4c. If the original cost of purchase included a percentage for an organized fundraising campaign or maintenance fund, or for the extension of irrigation, those fees shall be excluded from the cost of the replacement tree.

Plant Donation Maintenance and Duration

No agreement will be made by the Parks and Recreation Division for the replacement of donated, living plants. Donated plants, including trees that decline or die at any time after installation may or may not be replaced, as determined by Parks and Recreation Division staff to be in the best interest of the public.

Notice of Change or Removal

Due to continually changing and evolving landscaping needs in parks, any donation of trees or other plant material shall be made with the understanding that it may become necessary in the future to remove donated items from specific locations. Notification of the donor regarding changes will be made only if a donation is marked by on-site recognition.

Special Circumstances

Typically, donated trees and other plants that need to be dug and transported will not be accepted. Exceptions may be made in cases where the plant has high historic value and a reasonable chance of surviving transplant shock. Trees and other plants that remain from holiday decorations will not be accepted.

Quality of Materials

All plant donations that have been approved shall be pre-inspected for quality by Parks and Recreation Division staff prior to delivery if possible, or upon delivery prior to installation. Plant materials that are root-bound, have been held over, are in otherwise poor condition or exhibit poor growth characteristics, or that do not meet City standards, will not be accepted.

September 9, 2019

MEMO TO: His Honor, The Mayor, and Members of City Council
FROM: J. Carter Napier, City Manager *JCN*
SUBJECT: Authorizing the Reappointment of a Member to the Casper Natrona
County Travel and Tourism Board

Meeting Type & Date

Regular Council Meeting, September 17, 2019.

Action Type

Minute Action.

Recommendation:

That Council, by minute action, authorize the reappointment of Kevin Hawley to the Casper Natrona Travel and Tourism Board.

Summary:

The Travel and Tourism Board has one (1) member, Kevin Hawley whose term expired on June 30, 2019. Mr. Hawley has submitted a letter requesting to be reappointed. That was his first term, therefore he is eligible to apply for reappointment for one (1) additional three (3) year term beginning July 1, 2019 and expiring June 30, 2022.

Financial Considerations:

No Financial Considerations.

Oversight/Project Responsibility:

Casper Natrona County Travel and Tourism Board.

Attachments:

Natrona County Travel and Tourism Board recommendation letter.

Natrona County Travel and Tourism Certification Form.

Kevin Hawley Letter of Interest.



CASPER AREA CONVENTION
& VISITORS BUREAU
139 WEST 2nd STREET, SUITE 1B
CASPER, WYOMING 82601

August 19, 2019

The Honorable Charlie Powell
Mayor of the City of Casper
200 N. David Street
Casper, WY 82601

Dear Mayor Powell,

On behalf of myself and the Natrona County Travel and Tourism Council, please consider reappointing Kevin Hawley to the Natrona County Travel and Tourism Council. Mr. Hawley's current term expired June 30, 2019.

I have visited with Kevin and he has indicated his interest in serving another term on the Council. His experience within the tourism industry in Natrona County is highly valued by myself and the other Council members.

Please complete and return the attached appointment form to our office at your earliest convenience. Feel free to contact me if you would like additional information or have questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Brook Kaufman".

Brook Kaufman, CEO, CTA
Visit Casper
139 W. 2nd Street, Suite 1B
Casper, WY 82601
www.VisitCasper.com
307-234-5362



**NATRONA COUNTY TRAVEL AND TOURISM COUNCIL
CASPER AREA CONVENTION AND VISITORS BUREAU
139 West 2nd Street, Suite 1B ~ Casper, Wyoming 82601**

The Joint Powers Agreement establishing the Natrona County Travel and Tourism Council was entered into by and between Natrona County, City of Casper, Town of Evansville, Town of Mills, Town of Bar Nunn, Town of Edgerton, and Town of Midwest, hereinafter collectively referred to as "Participating Agencies".

The Natrona County Travel and Tourism Council shall consist of nine (9) members, all of whom shall be residents of Natrona County, Wyoming.

Each Participating Agency shall appoint one (1) member, except the City of Casper and Natrona County, who shall each appoint two (2) members. The majority of the Board membership shall consist of representatives of the travel and tourism industry.

Appointments for a full term shall be for three (3) years. Board members may be reappointed upon mutual agreement. The respective Participating Agency shall make appointments to fill unexpired terms of retiring board members. All board appointments shall be subject to revocation by the Participating Agency making such appointment.

This is to certify that by action of the City Council of the

City of Casper, Wyoming

taken on _____ (Date)

_____ Kevin Hawley _____ (Name)

is re-appointed to the Natrona County Travel and Tourism Council for a three-year term, July 1, 2019 through June 30, 2022.

CITY COUNCIL OF THE
CITY OF CASPER, WYOMING

Charlie Powell, Mayor

ATTEST:

Fleur Tremel, Casper City Clerk

(Date)



September 5, 2019

The Honorable Mayor Powell

City of Casper
200 N. David Street
Casper, WY 82601

Dear Mayor and Council Members,

I have served on the Natrona County Travel & Tourism Council for the last two years and am seeking re-appointment for a 3-year term ending June 30, 2022. As the CEO of the Downtown Development Authority (DDA) and Executive Director of David Street Station (DSS), I feel I bring a unique perspective to the Council that helps drive meaningful growth in our local visitor economy. In addition, there are many synergies with the City, the DDA, DSS and Visit Casper and my involvement ensures open communication and effective problem solving to enhance tourism, the downtown area and our quality of life.

Please consider this my letter of interest. If you have any questions, I can be reached at the number below.


Thank you for your consideration.

Sincerely,



Kevin Hawley
Downtown Development Authority

September 9, 2019

MEMO TO: His Honor the Mayor and Members of the Casper City Council
FROM: J. Carter Napier, City Manager 
SUBJECT: Authorizing Council Board Appointments

Meeting Type & Date

Regular Council Meeting, September 17, 2019

Action Type

Minute Action

Recommendations:

That Council, by minute action, authorize the appointment of Councilman Steve Cathey to the Casper Area Chamber of Commerce Board and Councilman Steve Freel as an alternate.

Summary:

Councilman Ken Bates was appointed to serve on the Chamber of Commerce Board, however his schedule has changed, and he is no longer able to serve on the board. He has requested to be replaced.

Councilman Steve Cathey has volunteered to serve on this board, and Councilman Steve Freel has agreed to serve as the alternate. It is recommended that Council authorize these appointments effective immediately. These appointments will be for the remainder of the current term expiring December 31, 2019.

Financial Considerations

There are no financial considerations with this action.

Oversight/Project Responsibility

Mayor Charles Powell

Attachments

No attachments