

COUNCIL MEETING AGENDA

**Casper City Council
City Hall, Council Chambers
Tuesday, February 4, 2020, 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 JANUARY 21, 2020 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON JANUARY 28, 2020
4. CONSIDERATION OF BILLS AND CLAIMS
5. BRIGHT SPOTS IN OUR COMMUNITY – 100TH ANNIVERSARY GREATER WYOMING BOY SCOUT COUNCIL

We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

6. COMMUNICATIONS

A. From Persons Present

7. PUBLIC HEARING

A. Minute Action

1. New **Microbrewery Liquor License No. 6** for Mountain Hops Brewhouse, LLC d/b/a **Mountain Hops Brewhouse**, Located at 612 North Beverly Street.

8. THIRD READING ORDINANCES

A. Amendment to Section 10.24.020 of the Casper Municipal Code Pertaining to the **Metro Road Speed Zone**.

1. Communications from Persons Present

B. **Zone Change** of a 2.8-acre portion of **Tract 4, North Platte River Park Addition**, Generally Located at the Corner of Events Drive and North Poplar Street, North of Wilkins Way, From PH (Park Historic) to C-4 (Highway Business).

1. Communications from Persons Present

C. Granting a **Telecommunications Franchise** to **InTTec, Inc.**, a Wholly-owned Subsidiary of Visionary Communications, Inc.

1. Communications from Persons Present

9. RESOLUTIONS

A. Authorizing the Creation of the **LGBTQ Advisory Committee**.

1. Communications from Persons Present

B. Consent

1. Approving and Adopting of the **Connecting Crossroads: Long Range Transportation Plan** Conducted by the Metropolitan Planning Organization.

2. Approving Professional Service Contracts with **Digital Skylines, Inc., River Oaks Communication Corporation, and Sublight Engineering PLLC** to Assist the City of Casper with **Wireless Communication Facility Reviews**.

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9. RESOLUTIONS (continued)

B. Consent

3. Authorizing a Contract with **PCN Strategies, Inc.** to Provide Additional **In-Car/Body Worn Video Camera Equipment and Networking Equipment** to Outfit Eleven (11) New and Existing Police Vehicles, in the Total Amount of \$131,782.53.
4. Authorizing an Agreement with **Dave Loden Construction, Inc.**, in the Amount of \$99,885, for the **2020 Roof Replacements Project**.
5. Authorizing a Contract between **Bandwidth Logic Inc.**, and the City of Casper for a **Distributed Antenna System for the Casper Events Center**.

10. MINUTE ACTION

A. Consent

1. Acknowledging the **Receipt of Financial Disclosure Information** from City Officials with Public Fund Investment Responsibility.
2. Authorizing the Purchase of One (1) New **2x4 Cab and Chassis Truck with Compressor, Crane, and Utility Body**, from **Floyd's Truck Center**, Casper, Wyoming, in the Amount of \$163,346, to be Used by the Solid Waste Division of the Public Services Department.
3. Authorizing the Discharge of \$53,670.16 of **Uncollectible Accounts Receivable Balances**, Aged between the Date of July 1, 2014 and December 31, 2014, Including more Recent Estate Liquidations and Bankruptcies.
4. Authorizing the Issuance of a **Taxicab Company License** to Adesta Spier, d/b/a **Oil City Cabs**, Located at 3030 East 5th Street.
5. Authorizing **Appointments to the Council's Boards and Commissions**.

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

12. ADJOURNMENT

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Upcoming Council meetings

Council meetings

6:00 p.m. Tuesday, February 18, 2020– Council Chambers

6:00 p.m. Tuesday, March 3, 2020 – Council Chambers

Work sessions

4:30 p.m. Tuesday, February 11, 2020 – Council Meeting Room

4:30 p.m. Tuesday, February 25, 2020– Council Meeting Room

ZONING CLASSIFICATIONS

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

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COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
January 21, 2020

1. ROLL CALL

Casper City Council met in regular session at 6:00 p.m., Tuesday, January 21, 2020. Present: Councilmembers Bates, Cathey, Hopkins, Huber, Lutz, Pacheco, Powell and Mayor Freel. Absent: Councilmember Johnson.

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

2. PLEDGE OF ALLEGIANCE

Citizen Gabriel Green led the audience in the Pledge of Allegiance.

3. MINUTES

Moved by Councilmember Pacheco, seconded by Councilmember Bates, to, by minute action, approve the minutes of the January 7, 2020, regular Council meeting, as published in the Casper-Star Tribune on January 16, 2020. Motion passed.

4. MINUTES

Moved by Councilmember Cathey, seconded by Councilmember Lutz, to, by minute action, approve the minutes of the January 14, 2020, special Council meeting, as published in the Casper-Star Tribune on January 20, 2020. Motion passed.

5. EXECUTIVE SESSION MINUTES

Moved by Councilmember Huber, seconded by Councilmember Hopkins, to, by minute action, approve the minutes of the January 14, 2020, executive session. Motion passed.

6. BILLS & CLAIMS

Moved by Councilmember Powell, seconded by Councilmember Huber, to, by minute action, approve payment of the January 21, 2020, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 01/21/20		
AMBI	Services	1,763.29
AceHrdwr	Goods	255.74
Addeco	Services	1,267.31
ADrury	Reimb	40.00
AdvTraffic	Goods	58,939.75
AffiliatesCnslng	Services	300.00
Airgas	Goods	719.20
Alluretech	Services	42.00
AlSCO	Services	1,001.76
AmeriTech	Goods	5,865.19
Amerigas	Goods	3,392.84

ARaver	Reimb	40.00
ASveda	Reimb	1,657.50
AssocPool	Services	4,061.48
AtlasOffice	Goods	1,768.89
AtlasRprdction	Services	36.00
AWhite	Reimb	1,722.00
B32Eng	Services	3,102.00
BnkofAmerica	Goods	83,371.43
BHEnergy	Services	37,285.46
Brenntag	Goods	10,548.64
CGreen	Reimb	40.00
CGriffith	Reimb	40.00
Caselle	Services	75.00
CsprBldgSys	Projects	403,787.09
CsprHsingAuth	Funding	25,653.68
CsprStarTrib	Ads	5,269.90
CsprTire	Goods	70.00
CsprPblcUtl	Utilities	144.06
CntrlWyRegWtr	Services	320,833.64
CenturyLink	Utilities	18,984.84
ChrgerHoldings	Goods	325.00
Charter	Services	84.63
ChldDevCntr	Funding	5,312.50
ChldrnsAdvey	Funding	17,291.00
CityofCasper	Services	154,706.03
CitySvcElect	Services	2,415.00
CvlEng	Projects	9,028.23
CMITeco	Goods	27,607.72
CollctionCtr	Services	84.29
COGolf&Turf	Goods	104.97
ComTech	Goods	496.92
Comtronix	Services	9,514.20
Cnvrgeone	Services	190,499.46
CPU	Goods	862.00
DavidsonFxdInc	Services	4,142.76
Dell	Goods	7,221.52
DeltaDental	Services	31,700.80
DsrtMtn	Goods	56,210.99
Diebold	Goods	630.92
DJones	Reimb	150.00
DPCInd	Services	7,022.53
EBecher	Reimb	228.00
EKetchum	Reimb	1,243.40
EmrgncyMed	Goods	899.40
EmplyrsCouncil	Dues	5,800.00

EnrgyLab	Services	2,778.00
EngDsgnAssoc	Services	3,800.00
FirstData	Services	5,277.75
FirstIntrstBk	Services	3,039.00
FiveTrlsRtary	Goods	350.00
FremontMotor	Goods	35,024.00
Galls	Services	2,981.89
GrgeDoorDudes	Services	480.00
GilesTrans	Services	665.00
GlobalEquip	Goods	5,270.95
GlobalSpctrm	Services	82,909.91
GreaterWyBigBro	Funding	8,801.04
GudahlWilliamsInvest	Services	250.00
HDREng	Services	9,238.38
HlpInc	Goods	2,880.00
Homax	Goods	45,766.07
Hse&Rbbr	Goods	159.82
InbrgMllrEng	Services	85.50
Innovyze	Goods	2,942.00
IntrfthNC	Funding	8,541.69
ITCElect	Services	7,711.40
JFHDist	Goods	10,085.00
JSpeiser	Reimb	1,033.25
JWynia	Reimb	40.00
KHazelton	Reimb	207.90
Kubwtr	Goods	5,618.85
LisasSpicSpan	Services	285.00
LongBldg	Services	1,404.30
LSpearman	Reimb	18.09
MAnderson	Reimb	442.80
McMurryRdyMx	Goods	662.07
MDay	Reimb	1,613.20
MercerHs	Funding	8,001.38
MileHighShooting	Goods	4,967.83
MthrSetonHs	Funding	9,076.38
Motion&Flow	Goods	354.99
Motorola	Goods	3,954.33
MtnStsLitho	Services	463.17
MtnWstTlphone	Services	503.74
Nalco	Goods	48,499.20
Napa	Goods	267,942.86
NBS	Services	390.40
NCHHealth	Funding	45,000.00
NCHCorp	Goods	375.00
NCSheriff	Services	142,547.55

NCHallofJstc	Services	2,678.00
OlsonAutobody	Services	1,045.39
OneCall	Services	388.25
Pantheon	Goods	47.12
Pedens	Goods	1,038.75
PNiper	Reimb	100.00
PprTnk	Goods	1,040.00
Ppsi	Goods	257.65
PlttRvrTrls	Funding	30,716.16
PstlPros	Services	10,963.76
RRMgt	Services	258.95
RmshornConst	Projects	46,704.30
RecyklingInd	Goods	1,787.88
Ricoh	Goods	280.76
RckyMtnPwr	Services	143,192.44
RooterSvrSvcs	Services	373.68
SBoyle	Reimb	500.00
S/DInc	Services	16,113.00
SIPCorp	Services	2,569.25
SixRbls	Goods	350.40
Smarsh	Services	1,838.50
SRyden	Reimb	100.00
StateWy-Notary	Services	60.00
Sterling	Services	383.91
ThrtyThreeMileRd	Goods	214.00
TopOffice	Services	86.64
Trffc&Prkng	Goods	5,400.00
TretoConst	Projects	220,863.58
TriStateOil	Goods	98.50
TriStateTrck	Goods	16,833.20
TSorensen	Services	24.50
TylrTech	Services	20,022.66
Uniforms2gear	Goods	8.64
Verizon	Services	346.00
VSP	Services	2,196.04
WrdwellWtr	Services	15.00
WstOilFrncs	Goods	247.65
WasteWtrTrtmnt	Services	349,693.36
WtrTech	Goods	50.00
WColemanConst	Services	13,253.16
WestPlnsEng	Services	9,100.00
WWCEng	Services	11,526.80
WyFdBnk	Funding	1,250.00
WyLawEnforce	Services	1,400.00
WySftyGrp	Services	2,437.50

WyWtrDev	Goods	9,750.00
WYSteel	Goods	170.94
Total		3,235,876.97

7. COMMUNICATIONS FROM PERSONS PRESENT

Michael Reid, 1615 Luker Dr., addressed Council to request action on an illegal speakeasy in Casper.

8. ESTABLISH PUBLIC HEARING

Moved by Councilmember Cathey, seconded by Councilmember Hopkins, to, by minute action: establish February 4, 2020, as the public hearing date for the consideration of new Microbrewery Liquor License No. 6 for Mountain Hops Brewhouse, LLC d/b/a Mountain Hops Brewhouse, located at 612 North Beverly Street. Motion passed.

9. PUBLIC HEARING—ANNEXATION

Mayor Freel opened the public hearing to consider if the annexation of the Ihli Addition complies with W.S. 15-1-402.

City Attorney Henley entered three (3) exhibits: correspondence from Liz Becher to J. Carter Napier, dated January 8, 2020; an affidavit of publication, as published in the Casper-Star Tribune, dated November 18, 2019; and the Ihli Addition annexation report, dated December, 2019. City Manager Napier provided a brief report.

There being no one to speak for or against the issues involving the Ihli Addition, the public hearing was closed.

Following resolution read:

RESOLUTION NO. 20 -14

A RESOLUTION FINDING FACTS PURSUANT TO WYOMING STATUTE 15-1-402 REGARDING THE ANNEXATION OF THE IHLI ADDITION TO THE CITY OF CASPER, LOCATED IN A PORTION OF THE SE1/4NW1/4, SECTION 21, TOWNSHIP 33 NORTH RANGE 79 WEST, 6TH P.M., NATRONA COUNTY, WYOMING.

Councilmember Powell presented the foregoing resolution for adoption. Seconded by Councilmember Lutz. Motion passed.

Following ordinance read:

ORDINANCE NO. 37-19

AN ORDINANCE APPROVING THE ANNEXATION, PLAT AND SUBDIVISION AGREEMENT FOR THE IHLI ADDITION TO THE CITY OF CASPER; AND ZONING SAID ADDITION R-2 (ONE UNIT RESIDENTIAL)

WHEREAS, Troy Ihli has applied to annex and plat a 2.0-acre parcel located at 3503 Casper Mountain Road to create the Ihli Addition to the City of Casper, in a portion of the SE1/4NW1/4, Section 21, Township 33 North, Range 79 West, 6th P.M., Natrona County Wyoming; and, WHEREAS, Mr. Ihli has applied for R-2 (One Unit Residential) zoning of said Ihli Addition; and, WHEREAS, a petition requesting annexation has been signed by a majority of the landowners owning a majority of the area sought to be annexed, excluding public streets and alleys and tax exempt property, and said petition has been submitted to the City of Casper for approval pursuant to Section 15-1-403 of the Wyoming State Statutes, as amended; and, WHEREAS, an annexation report will be completed prior to final approval of the annexation, in accordance with Section 15-1-402 of the Wyoming State Statutes, as amended; and, WHEREAS, the City of Casper Planning and Zoning Commission recommended that the Council approve the annexation, the plat creating the Ihli Addition, and the zoning of the same as R-2 (One Unit Residential) following a public hearing on October 17, 2019. NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

The annexation of a 2.0 -acre parcel located at 3503 Casper Mountain Road, as described above, 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 plat of the Ihli Addition to the City of Casper is hereby approved.

SECTION 3:

The Subdivision Agreement between the City of Casper and Troy Ihli is hereby approved, and the Mayor is hereby authorized, and directed to execute, and the City Clerk to attest, said Agreement.

SECTION 4:

The Ihli Addition is hereby zoned R-2 (One Unit Residential).

SECTION 5:

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 6:

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 3rd day of December, 2019.

PASSED on 2nd reading the 17th day of December, 2019.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 21st day of January, 2020.

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

10.A ORDINANCE— SECOND READING

Following ordinance read:

ORDINANCE NO. 1-20
AN ORDINANCE AMENDING SECTION 10.24.020 OF THE
CASPER MUNICIPAL CODE PERTAINING TO FORTY MILE
PER HOUR SPEED ZONES.

Councilmember Cathey presented the foregoing ordinance for approval, on second reading. Seconded by Councilmember Bates.

There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

10.B ORDINANCE– SECOND READING

Following ordinance read:

ORDINANCE NO. 2-20

AN ORDINANCE APPROVING A ZONE CHANGE FOR A 2.8-ACRE PORTION OF TRACT 4, NORTH PLATTE RIVER PARK ADDITION, GENERALLY LOCATED AT THE CORNER OF EVENTS DRIVE AND NORTH POPLAR STREET, NORTH OF WILKINS WAY, FROM PH (PARK HISTORIC) TO C-4 (HIGHWAY BUSINESS)

Councilmember Pacheco presented the foregoing ordinance for approval, on second reading. Seconded by Councilmember Hopkins.

No citizens spoke on the ordinance. Councilmember Huber abstained. Motion passed.

10.C ORDINANCE– SECOND READING

Following ordinance read:

ORDINANCE NO. 3-20

AN ORDINANCE GRANTING A FRANCHISE TO INTTEC, INC. (A WHOLLY OWNED SUBSIDIARY OF VISIONARY COMMUNICATIONS INC.) TO OPERATE AND MAINTAIN A TELECOMMUNICATIONS SYSTEM (“THE SYSTEM”) IN THE CITY OF CASPER, WYOMING (“THE CITY”).

Councilmember Bates presented the foregoing ordinance for approval, on second reading. Seconded by Councilmember Powell.

There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

11. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 20-15

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH COMMUNICATION TECHNOLOGIES, INC., FOR THE INSTALLATION OF POLICE VEHICLE RESPONSE LIGHTING, COMMUNICATIONS AND POWER ACCESSORIES EQUIPMENT.

RESOLUTION NO. 20-16

A RESOLUTION DECLARING THE INTENT OF THE CITY OF CASPER, WYOMING, TO CREATE A LOCAL ASSESSMENT DISTRICT NO. 157 IN SAID CITY; TO AUTHORIZE THE CONSTRUCTION OF LOCAL IMPROVEMENTS THEREIN; AND TO ASSESS THE COST OR PORTION THEREOF ON THE PROPERTY BENEFITTED THEREBY.

RESOLUTION NO. 20-17

A RESOLUTION AUTHORIZING AN AGREEMENT WITH CASPER ELECTRIC, INC., FOR THE 2020 LIGHTING REPLACEMENTS, PROJECT NO. 19-057

RESOLUTION NO. 20-18

A RESOLUTION ENTERING INTO TWO (2) REAL ESTATE DONATION AGREEMENTS AND ACCEPTING TWO (2) DONATIVE QUITCLAIM DEEDS FROM THE PLATTE RIVER TRAILS TRUST FOR PROPERTY ALONG THE NORTH PLATTE RIVER.

RESOLUTION NO. 20-19

A RESOLUTION AUTHORIZING A PROCUREMENT AGREEMENT WITH WESTERN PLAINS LANDSCAPING, LLC, DBA 3 CORD CONSTRUCTION, FOR THE SOLID WASTE PORTABLE LITTER FENCING.

RESOLUTION NO. 20-20

A RESOLUTION AUTHORIZING AN AGREEMENT WITH SHEET METAL SPECIALTIES, INC., FOR METRO ANIMAL CONTROL COOLING, PROJECT NO. 19-027.

RESOLUTION NO. 20-21

A RESOLUTION AUTHORIZING THE EXECUTION OF LOAN DOCUMENTS WITH THE STATE LOAN AND INVESTMENT BOARD FOR THE PURPOSE OF THE NORTH PLATTE SANITARY SEWER REHABILITATION PROJECT.

RESOLUTION NO. 20-22

A RESOLUTION AUTHORIZING THE TERMINATION OF COWBOY SMOKEHOUSE, LLC'S LEASE FOR THE SECOND FLOOR OF THE CASPER MUNICIPAL GOLF COURSE.

RESOLUTION NO. 20-23

A RESOLUTION AUTHORIZING A LEASE AGREEMENT WITH ANNE HOLMAN FOR OCCUPANCY OF FORT CASPAR CARETAKER RESIDENCE, IN EXCHANGE FOR CERTAIN SERVICES.

RESOLUTION NO. 20-24

A RESOLUTION AUTHORIZING CONSENT TO ASSIGNMENT OF LICENSE AGREEMENT BETWEEN THE CITY OF CASPER AND AT&T MOBILITY CORPORATION TO OCTAGON TOWERS, LLC.

RESOLUTION NO. 20-25

A RESOLUTION AUTHORIZING AN AGREEMENT WITH HAASS CONSTRUCTION CO., INC., FOR CONSTRUCTION OF THE CASPER ICE ARENA ICE CHILLER SYSTEM REPLACEMENT, PROJECT NO. 15-58.

Councilmember Huber presented the foregoing eleven (11) resolutions for adoption. Seconded by Councilmember Pacheco. City Manager Napier provided a brief report. Motion passed.

12. MINUTE ACTION– CONSENT

Moved by Councilmember Huber, seconded by Councilmember Bates, to, by consent minute action:

- 1) reject all bids for the Sam H. Hobbs Wastewater Treatment Plant Secondary Treatment Rehabilitation Project;
- 2) authorize the purchase of network equipment, in the amount of \$97,170, through the State of Wyoming Contract with the Vendor, ConvergeOne; and
- 3) adopt the Casper Historic Preservation Strategic Plan.

Motion passed.

13. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmembers spoke on the significance of several agenda items, and about events they attended as well as upcoming events. Mayor Freel and Councilmember Cathey spoke on the success of the recently aired “Council Minute”, and thanked K2TV News for supporting this.

14. ADJOURNMENT

Mayor Powell noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, January 28, 2020, in the Council’s meeting room; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, February 4, 2020, in the Council Chambers. Moved by Councilmember Bates, seconded by Councilmember Lutz, to, by minute action adjourn. Councilmember Cathey voted nay. Motion passed. The meeting was adjourned at 6:30 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

City of Casper - Bills and Claims for February 4, 2020

0970 CED

0970 CED	Hogadon - Operations	ELECTRICAL PARTS AND EQUIPMENT	(\$60.00)
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<i>0970 CED - Total For Hogadon - Operations</i>			<i>(\$60.00)</i>
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0970 CED - ALL DEPARTMENTS			(\$60.00)
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3D SPECIALTIES INC

3D SPECIALTIES INC	Traffic Control	V-locks and telspar for sign repair & installs	\$1,726.10
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<i>3D SPECIALTIES INC - Total For Traffic Control</i>			<i>\$1,726.10</i>
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3D SPECIALTIES INC - ALL DEPARTMENTS			\$1,726.10
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71 CONSTRUCTION, INC

71 CONSTRUCTION, INC	Streets	3.02 Tons of EZ Street Cold Mix Asphalt	\$422.80
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<i>71 CONSTRUCTION, INC - Total For Streets</i>			<i>\$422.80</i>
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71 CONSTRUCTION, INC - ALL DEPARTMENTS			\$422.80
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A&A GLOBAL INDUSTRIE

A&A GLOBAL INDUSTRIE	Ice Arena - Concessions	NON-DURABLE GOODS NOT ELSEWHERE CLASSI	\$87.39
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<i>A&A GLOBAL INDUSTRIE - Total For Ice Arena - Concessions</i>			<i>\$87.39</i>
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A&A GLOBAL INDUSTRIE - ALL DEPARTMENTS			\$87.39
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A.M.B.I. & SHIPPING,

A.M.B.I. & SHIPPING,	Balefill - Disposal & Landfill	Postage	\$5.40
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<i>A.M.B.I. & SHIPPING, - Total For Balefill - Disposal & Landfill</i>			<i>\$5.40</i>
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A.M.B.I. & SHIPPING,	Ft. Caspar Museum	Postage	\$6.60
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<i>A.M.B.I. & SHIPPING, - Total For Ft. Caspar Museum</i>			<i>\$6.60</i>
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A.M.B.I. & SHIPPING,	Refuse - Residential	Postage	\$35.51
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<i>A.M.B.I. & SHIPPING, - Total For Refuse - Residential</i>			<i>\$35.51</i>
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A.M.B.I. & SHIPPING, - ALL DEPARTMENTS			\$47.51
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ACTION GLASS INC

ACTION GLASS INC	Capital Projects Fund	Windows installed	\$19,721.90
<i>ACTION GLASS INC - Total For Capital Projects Fund</i>			<i>\$19,721.90</i>
ACTION GLASS INC - ALL DEPARTMENTS			\$19,721.90

ADECCO USA, INC.

ADECCO USA, INC.	Balefill - Disposal & Landfill	Contract Labor	\$582.00
ADECCO USA, INC.	Balefill - Disposal & Landfill	Contract Labor	\$876.64
<i>ADECCO USA, INC. - Total For Balefill - Disposal & Landfill</i>			<i>\$1,458.64</i>
ADECCO USA, INC. - ALL DEPARTMENTS			\$1,458.64

ADVANCED TRAFFIC PRO

ADVANCED TRAFFIC PRO	Traffic Control	Junction boxes for detection installs	\$992.00
<i>ADVANCED TRAFFIC PRO - Total For Traffic Control</i>			<i>\$992.00</i>
ADVANCED TRAFFIC PRO - ALL DEPARTMENTS			\$992.00

AFFILIATES IN COUNSE

AFFILIATES IN COUNSE	Fire-EMS Training	Pre-employment psych. evaluation	\$300.00
<i>AFFILIATES IN COUNSE - Total For Fire-EMS Training</i>			<i>\$300.00</i>
AFFILIATES IN COUNSE - ALL DEPARTMENTS			\$300.00

AIRGAS USA LLC

AIRGAS USA LLC	Balefill - Baler Processing	Gloves	\$97.40
AIRGAS USA LLC	Balefill - Baler Processing	Gloves	\$20.45
<i>AIRGAS USA LLC - Total For Balefill - Baler Processing</i>			<i>\$117.85</i>
AIRGAS USA LLC	Balefill - Disposal & Landfill	Maint. Bldg Supplies	\$121.50
AIRGAS USA LLC	Balefill - Disposal & Landfill	Mag Tool Holder	\$21.21
AIRGAS USA LLC	Balefill - Disposal & Landfill	Misc. Landfill supplies	\$722.13
<i>AIRGAS USA LLC - Total For Balefill - Disposal & Landfill</i>			<i>\$864.84</i>
AIRGAS USA LLC	Refuse - Residential	Welding Wire	\$89.59
AIRGAS USA LLC	Refuse - Residential	Cylinder Rent	\$4.64
<i>AIRGAS USA LLC - Total For Refuse - Residential</i>			<i>\$94.23</i>

AIRGAS USA LLC - ALL DEPARTMENTS**\$1,076.92****ALBERTSONS #0060**

ALBERTSONS #0060	Human Resources	Produce for pretty water	\$6.67
<i>ALBERTSONS #0060 - Total For Human Resources</i>			<i>\$6.67</i>

ALBERTSONS #0060 - ALL DEPARTMENTS**\$6.67****ALL OUT FIRE EXTINGU**

ALL OUT FIRE EXTINGU	Balefill - Disposal & Landfill	FIRE EXTINGUISHERS	\$185.00
<i>ALL OUT FIRE EXTINGU - Total For Balefill - Disposal & Landfill</i>			<i>\$185.00</i>

ALL OUT FIRE EXTINGU	Regional Water Operations	Fire Ext Refill	\$45.00
<i>ALL OUT FIRE EXTINGU - Total For Regional Water Operations</i>			<i>\$45.00</i>

ALL OUT FIRE EXTINGU - ALL DEPARTMENTS**\$230.00****ALL-OUT-FIRE EXT**

ALL-OUT-FIRE EXT	Refuse - Residential	Fire Extinguisher	\$80.00
<i>ALL-OUT-FIRE EXT - Total For Refuse - Residential</i>			<i>\$80.00</i>

ALL-OUT-FIRE EXT - ALL DEPARTMENTS**\$80.00****ALPINE MOTOR SPORTS**

ALPINE MOTOR SPORTS	Parks - Urban Foetry	Chainsaw maintenance	\$171.38
<i>ALPINE MOTOR SPORTS - Total For Parks - Urban Foetry</i>			<i>\$171.38</i>

ALPINE MOTOR SPORTS - ALL DEPARTMENTS**\$171.38****ALSCO**

ALSCO	Balefill - Baler Processing	Uniforms	\$70.16
ALSCO	Balefill - Baler Processing	Uniforms	\$70.16
ALSCO	Balefill - Baler Processing	Uniforms	\$77.16
<i>ALSCO - Total For Balefill - Baler Processing</i>			<i>\$217.48</i>

ALSCO	Balefill - Disposal & Landfill	Mats	\$64.25
ALSCO	Balefill - Disposal & Landfill	Mats	\$53.50
ALSCO	Balefill - Disposal & Landfill	Floor Mats	\$64.25

ALSCO	Balefill - Disposal & Landfill	Mats	\$64.25
ALSCO	Balefill - Disposal & Landfill	Mats	\$65.00
<i>ALSCO - Total For Balefill - Disposal & Landfill</i>			<i>\$311.25</i>
ALSCO	Refuse - Residential	Uniforms	\$56.10
ALSCO	Refuse - Residential	Uniforms	\$56.10
ALSCO	Refuse - Residential	Uniforms	\$56.10
<i>ALSCO - Total For Refuse - Residential</i>			<i>\$168.30</i>
ALSCO - ALL DEPARTMENTS			\$697.03

ALSCO INC.

ALSCO INC.	Fleet Maintenance Fund	NOV 2019 LAUNDRY SVC	\$675.98
<i>ALSCO INC. - Total For Fleet Maintenance Fund</i>			<i>\$675.98</i>
ALSCO INC. - ALL DEPARTMENTS			\$675.98

ALTITUDE RECYCLING E

ALTITUDE RECYCLING E	Balefill - Baler Processing	Shim kit and Ram Laser	\$1,900.00
ALTITUDE RECYCLING E	Balefill - Baler Processing	Parts for MRF Baler	\$1,999.00
ALTITUDE RECYCLING E	Balefill - Baler Processing	Parts for MRF Baler	\$1,980.00
ALTITUDE RECYCLING E	Balefill - Baler Processing	Parts for MRF Baler	\$1,980.00
ALTITUDE RECYCLING E	Balefill - Baler Processing	Parts for MRF Baler	\$1,040.00
<i>ALTITUDE RECYCLING E - Total For Balefill - Baler Processing</i>			<i>\$8,899.00</i>
ALTITUDE RECYCLING E - ALL DEPARTMENTS			\$8,899.00

AMERICAN ASSOC OF CO

AMERICAN ASSOC OF CO	Code Enforcement	ASSOCIATION DUES FOR CE	\$75.00
AMERICAN ASSOC OF CO	Code Enforcement	CODE ENFORCEMENT DUES	\$75.00
AMERICAN ASSOC OF CO	Code Enforcement	CODE ENFORCEMENT DUES	\$75.00
<i>AMERICAN ASSOC OF CO - Total For Code Enforcement</i>			<i>\$225.00</i>
AMERICAN ASSOC OF CO - ALL DEPARTMENTS			\$225.00

AMERICAN TITLE AGENC

AMERICAN TITLE AGENC	Engineering	O&E Report Divide addition	\$125.00
AMERICAN TITLE AGENC	Engineering	O&E Report Divide Addition	\$125.00

AMERICAN TITLE AGENC	Engineering	O&E Report EDC addition	\$125.00
AMERICAN TITLE AGENC	Engineering	O&E report Jimsville	\$125.00
<i>AMERICAN TITLE AGENC - Total For Engineering</i>			<i>\$500.00</i>

AMERICAN TITLE AGENC - ALL DEPARTMENTS \$500.00

AMERIGAS - CASPER

AMERIGAS - CASPER	Balefill - Disposal & Landfill	Ldf bldg heat	\$1,598.12
AMERIGAS - CASPER	Balefill - Disposal & Landfill	Equipment Bldg Heat	\$977.13
AMERIGAS - CASPER	Balefill - Disposal & Landfill	Forklift Propane	\$398.18
AMERIGAS - CASPER	Balefill - Disposal & Landfill	Propane Forklift	\$359.74

AMERIGAS - CASPER - Total For Balefill - Disposal & Landfill \$3,333.17

AMERIGAS - CASPER	Ice Arena - Operations	UTILITIES-ELEC/GAS/HEAT OIL/SANITARY/WTR	\$47.26
AMERIGAS - CASPER	Ice Arena - Operations	UTILITIES-ELEC/GAS/HEAT OIL/SANITARY/WTR	\$45.98
AMERIGAS - CASPER	Ice Arena - Operations	PROPANE FOR OLY	\$50.84

AMERIGAS - CASPER - Total For Ice Arena - Operations \$144.08

AMERIGAS - CASPER - ALL DEPARTMENTS \$3,477.25

AMERI-TECH EQUIPMENT

AMERI-TECH EQUIPMENT	Refuse - Residential	2015 Roll Off Feder	\$991.66
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AMERI-TECH EQUIPMENT - Total For Refuse - Residential \$991.66

AMERI-TECH EQUIPMENT - ALL DEPARTMENTS \$991.66

AMZN Mktp US

AMZN Mktp US	Aquatics - Operations	POS THERMAL PAPER	\$35.08
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AMZN Mktp US - Total For Aquatics - Operations \$35.08

AMZN Mktp US	Aquatics - Pool	POS THERMAL PAPER	\$11.70
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AMZN Mktp US - Total For Aquatics - Pool \$11.70

AMZN Mktp US	Balefill - Disposal & Landfill	BOOK STORES	\$169.85
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AMZN Mktp US	Balefill - Disposal & Landfill	BOOK STORES	\$154.97
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AMZN Mktp US	Balefill - Disposal & Landfill	BOOK STORES	\$51.54
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AMZN Mktp US - Total For Balefill - Disposal & Landfill \$376.36

AMZN Mktp US	Capital Projects Fund	iPad Mounts (x16) and cords (x7) for use as Tim	\$1,136.03
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AMZN Mktp US - Total For Capital Projects Fund \$1,136.03

AMZN Mktp US	Human Resources	EMPLOYEE SERVICE RECOGNITION LUNCHEON	\$33.58
<i>AMZN Mktp US - Total For Human Resources</i>			<i>\$33.58</i>
AMZN Mktp US	Ice Arena - Operations	POS THERMAL PAPER	\$35.09
<i>AMZN Mktp US - Total For Ice Arena - Operations</i>			<i>\$35.09</i>
AMZN Mktp US	Parks - Parks Maint.	Office Supplies	\$58.98
<i>AMZN Mktp US - Total For Parks - Parks Maint.</i>			<i>\$58.98</i>
AMZN Mktp US	Rec Center - Operations	POS THERMAL PAPER	\$35.08
AMZN Mktp US	Rec Center - Operations	BOOK STORES	\$13.98
<i>AMZN Mktp US - Total For Rec Center - Operations</i>			<i>\$49.06</i>
AMZN Mktp US - ALL DEPARTMENTS			\$1,735.88

ARCHITECTURALGLAZING

ARCHITECTURALGLAZING	Buildings & Structures Fund	Door repair parts	\$122.12
<i>ARCHITECTURALGLAZING - Total For Buildings & Structures Fund</i>			<i>\$122.12</i>
ARCHITECTURALGLAZING - ALL DEPARTMENTS			\$122.12

ARROWHEAD HEATING &

ARROWHEAD HEATING &	Balefill - Disposal & Landfill	Filter Change	\$83.92
ARROWHEAD HEATING &	Balefill - Disposal & Landfill	November Tune Up	\$408.00
<i>ARROWHEAD HEATING & - Total For Balefill - Disposal & Landfill</i>			<i>\$491.92</i>
ARROWHEAD HEATING & - ALL DEPARTMENTS			\$491.92

ASCAP LICENSE FEE

ASCAP LICENSE FEE	Aquatics - Operations	Music License for Recreation Campus	\$121.00
<i>ASCAP LICENSE FEE - Total For Aquatics - Operations</i>			<i>\$121.00</i>
ASCAP LICENSE FEE	Ice Arena - Operations	Music License for Recreation Campus	\$121.00
<i>ASCAP LICENSE FEE - Total For Ice Arena - Operations</i>			<i>\$121.00</i>
ASCAP LICENSE FEE	Rec Center - Operations	Music License for Recreation Campus	\$121.00
<i>ASCAP LICENSE FEE - Total For Rec Center - Operations</i>			<i>\$121.00</i>
ASCAP LICENSE FEE - ALL DEPARTMENTS			\$363.00

ATLANTIC ELECTRIC, I

ATLANTIC ELECTRIC, I	Property Insurance Fund	Property Insurance Improvement Buildings	\$1,580.00
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<i>ATLANTIC ELECTRIC, I - Total For Property Insurance Fund</i>			<i>\$1,580.00</i>
ATLANTIC ELECTRIC, I	Risk Management	WARM Reimbursed Loss Control- Bldg Lights	\$1,900.00
<i>ATLANTIC ELECTRIC, I - Total For Risk Management</i>			<i>\$1,900.00</i>
ATLANTIC ELECTRIC, I	Traffic Control	FY20 Luminaire Services 16-008	\$5,517.00
<i>ATLANTIC ELECTRIC, I - Total For Traffic Control</i>			<i>\$5,517.00</i>
ATLANTIC ELECTRIC, I - ALL DEPARTMENTS			\$8,997.00

ATLAS OFFICE PRODUCT

ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Table	\$275.17
ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Flash Drives	\$148.88
ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Ink Cartridges	\$281.74
ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Cartridge	\$140.87
ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Label Machine Tape	\$85.44
ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Ink Cartridges	\$108.84
<i>ATLAS OFFICE PRODUCT - Total For Balefill - Disposal & Landfill</i>			<i>\$1,040.94</i>
ATLAS OFFICE PRODUCT	Balefill - Diversion & Special	Folders	\$51.14
<i>ATLAS OFFICE PRODUCT - Total For Balefill - Diversion & Special</i>			<i>\$51.14</i>
ATLAS OFFICE PRODUCT	City Attorney	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$68.13
<i>ATLAS OFFICE PRODUCT - Total For City Attorney</i>			<i>\$68.13</i>
ATLAS OFFICE PRODUCT	Fire-EMS Operations	Flags	\$430.44
<i>ATLAS OFFICE PRODUCT - Total For Fire-EMS Operations</i>			<i>\$430.44</i>
ATLAS OFFICE PRODUCT	Ft. Caspar Museum	Pens and mailing labels for office use	\$23.64
<i>ATLAS OFFICE PRODUCT - Total For Ft. Caspar Museum</i>			<i>\$23.64</i>
ATLAS OFFICE PRODUCT	Planning - Admin	LASER POST CARDS	\$123.60
<i>ATLAS OFFICE PRODUCT - Total For Planning - Admin</i>			<i>\$123.60</i>
ATLAS OFFICE PRODUCT	Police Administration	Misc. Pens	\$121.95
ATLAS OFFICE PRODUCT	Police Administration	Ink, Calendar	\$14.95
ATLAS OFFICE PRODUCT	Police Administration	Cartridge Black	\$170.79
ATLAS OFFICE PRODUCT	Police Administration	Desk Sit Stand	\$228.00
ATLAS OFFICE PRODUCT	Police Administration	Binders, Calendar	\$64.46
<i>ATLAS OFFICE PRODUCT - Total For Police Administration</i>			<i>\$600.15</i>
ATLAS OFFICE PRODUCT	Water - Distribution	Jr. legal pads	\$19.79
<i>ATLAS OFFICE PRODUCT - Total For Water - Distribution</i>			<i>\$19.79</i>
ATLAS OFFICE PRODUCT - ALL DEPARTMENTS			\$2,357.83

ATLAS REPRODUCTION

ATLAS REPRODUCTION	Planning - Admin	Laminate	\$7.80
<i>ATLAS REPRODUCTION - Total For Planning - Admin</i>			<i>\$7.80</i>
ATLAS REPRODUCTION	Police Administration	January 20 Copier	\$108.60
<i>ATLAS REPRODUCTION - Total For Police Administration</i>			<i>\$108.60</i>
ATLAS REPRODUCTION - ALL DEPARTMENTS			\$116.40

BADGER METER INC

BADGER METER INC	Water	72 ERT Devices	\$4,536.00
<i>BADGER METER INC - Total For Water</i>			<i>\$4,536.00</i>
BADGER METER INC - ALL DEPARTMENTS			\$4,536.00

BAILEY'S ACE HARDWAR

BAILEY'S ACE HARDWAR	Balefill - Diversion & Special	Step Stool, Numbers, Tape	\$91.94
BAILEY'S ACE HARDWAR	Balefill - Diversion & Special	Batteries, File	\$56.95
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Diversion & Special</i>			<i>\$148.89</i>
BAILEY'S ACE HARDWAR	Refuse - Residential	Paint Supplies	\$40.96
BAILEY'S ACE HARDWAR	Refuse - Residential	Gorilla Glue	\$11.99
<i>BAILEY'S ACE HARDWAR - Total For Refuse - Residential</i>			<i>\$52.95</i>
BAILEY'S ACE HARDWAR - ALL DEPARTMENTS			\$201.84

BAILEYS ACE HDWE

BAILEYS ACE HDWE	Balefill - Disposal & Landfill	HARDWARE STORES	\$18.58
BAILEYS ACE HDWE	Balefill - Disposal & Landfill	HARDWARE STORES	\$20.98
<i>BAILEYS ACE HDWE - Total For Balefill - Disposal & Landfill</i>			<i>\$39.56</i>
BAILEYS ACE HDWE	Buildings & Structures Fund	Supplies to replace vent covers at Service Cente	\$4.79
<i>BAILEYS ACE HDWE - Total For Buildings & Structures Fund</i>			<i>\$4.79</i>
BAILEYS ACE HDWE	Fleet Maintenance Fund	151572 SALT/SOFTNER PELLETS 8	\$55.92
<i>BAILEYS ACE HDWE - Total For Fleet Maintenance Fund</i>			<i>\$55.92</i>
BAILEYS ACE HDWE	Ice Arena - Operations	CUSTODIAL MATERIALS	\$65.53
<i>BAILEYS ACE HDWE - Total For Ice Arena - Operations</i>			<i>\$65.53</i>
BAILEYS ACE HDWE	Parks - Urban Foetry	Tree Marking Paint	\$34.95
<i>BAILEYS ACE HDWE - Total For Parks - Urban Foetry</i>			<i>\$34.95</i>

BAILEYS ACE HDWE	Refuse - Residential	KEYS TO FIRE ROCK RESTAURANT GATE THAT H	\$32.33
BAILEYS ACE HDWE	Refuse - Residential	BROOMS TRUCK BARN	\$19.20
<i>BAILEYS ACE HDWE - Total For Refuse - Residential</i>			<i>\$51.53</i>
BAILEYS ACE HDWE - ALL DEPARTMENTS			\$252.28

BAR TEN

BAR TEN	Fire-EMS Training	Mid Winter Fire School Meal for 4 people	\$69.57
<i>BAR TEN - Total For Fire-EMS Training</i>			<i>\$69.57</i>
BAR TEN - ALL DEPARTMENTS			\$69.57

BARGREEN WYOMING

BARGREEN WYOMING	Ice Arena - Operations	COMMERCIAL EQUIPMENT - ACOSTA FREEZER C	\$1,814.33
<i>BARGREEN WYOMING - Total For Ice Arena - Operations</i>			<i>\$1,814.33</i>
BARGREEN WYOMING - ALL DEPARTMENTS			\$1,814.33

BATTERIES+BULBS

BATTERIES+BULBS	Balefill - Baler Processing	OPS SUPPLIES	\$20.95
<i>BATTERIES+BULBS - Total For Balefill - Baler Processing</i>			<i>\$20.95</i>
BATTERIES+BULBS - ALL DEPARTMENTS			\$20.95

BEST BUY

BEST BUY	Capital Projects Fund	4 of 18 Ipads - for use as Tyler timeclocks	\$1,319.96
BEST BUY	Capital Projects Fund	4 of 18 Ipads - for use as Tyler timeclocks	\$1,319.96
BEST BUY	Capital Projects Fund	3 of 18 Ipads - for use as Tyler timeclocks	\$989.97
<i>BEST BUY - Total For Capital Projects Fund</i>			<i>\$3,629.89</i>
BEST BUY	Human Resources	EMPLOYEE SERVICE RECOGNITION LUNCHEON P	\$453.97
<i>BEST BUY - Total For Human Resources</i>			<i>\$453.97</i>
BEST BUY - ALL DEPARTMENTS			\$4,083.86

BLACK HILLS ENERGY

BLACK HILLS ENERGY	Balefill - Disposal & Landfill	Natural Gas	\$15.76
<i>BLACK HILLS ENERGY - Total For Balefill - Disposal & Landfill</i>			<i>\$15.76</i>

BLACK HILLS ENERGY - ALL DEPARTMENTS**\$15.76****BLAKEMAN PROPANE**

BLAKEMAN PROPANE	Hogadon - Operations	Propane	\$1,119.30
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<i>BLAKEMAN PROPANE - Total For Hogadon - Operations</i>			<i>\$1,119.30</i>
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BLAKEMAN PROPANE - ALL DEPARTMENTS**\$1,119.30****BLUE360 MEDIA LLC**

BLUE360 MEDIA LLC	City Attorney	PROFESSIONAL SERVICES NOT ELSEWHERE CLAS	\$75.75
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<i>BLUE360 MEDIA LLC - Total For City Attorney</i>			<i>\$75.75</i>
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BLUE360 MEDIA LLC - ALL DEPARTMENTS**\$75.75****BRAKE SUPPLY CO**

BRAKE SUPPLY CO	Balefill - Baler Processing	INDUSTRIAL SUPPLIES	\$1,092.21
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<i>BRAKE SUPPLY CO - Total For Balefill - Baler Processing</i>			<i>\$1,092.21</i>
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BRAKE SUPPLY CO - ALL DEPARTMENTS**\$1,092.21****CAPITAL BUSINESS SYS**

CAPITAL BUSINESS SYS	Fleet Maintenance Fund	COPIER CONTRACT INV NOV 2019	\$39.00
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<i>CAPITAL BUSINESS SYS - Total For Fleet Maintenance Fund</i>			<i>\$39.00</i>
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CAPITAL BUSINESS SYS - ALL DEPARTMENTS**\$39.00****CAROLINA SOFTWARE**

CAROLINA SOFTWARE	Balefill - Disposal & Landfill	WasteWizard Software Support	\$250.00
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CAROLINA SOFTWARE	Balefill - Disposal & Landfill	WasteWorks Software	\$450.00
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<i>CAROLINA SOFTWARE - Total For Balefill - Disposal & Landfill</i>			<i>\$700.00</i>
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CAROLINA SOFTWARE - ALL DEPARTMENTS**\$700.00****CASPAR BUILDING SYST**

CASPAR BUILDING SYST	Refuse - Residential	Baler Bldg Slib Loan	\$74,239.00
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<i>CASPAR BUILDING SYST - Total For Refuse - Residential</i>			<i>\$74,239.00</i>
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CASPAR BUILDING SYST - ALL DEPARTMENTS**\$74,239.00****CASPER COLLEGE**

CASPER COLLEGE	Hogadon - Operations	OEC Classroom at CC	\$315.00
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<i>CASPER COLLEGE - Total For Hogadon - Operations</i>			<i>\$315.00</i>
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CASPER COLLEGE - ALL DEPARTMENTS**\$315.00****CASPER CONTRACTORS S**

CASPER CONTRACTORS S	Buildings & Structures Fund	Supplies for Fire Plug Repair	\$259.97
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<i>CASPER CONTRACTORS S - Total For Buildings & Structures Fund</i>			<i>\$259.97</i>
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CASPER CONTRACTORS S	Water - Distribution	Walk-behind saw	\$116.00
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<i>CASPER CONTRACTORS S - Total For Water - Distribution</i>			<i>\$116.00</i>
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CASPER CONTRACTORS S	Weed & Pest Fund	Tools	\$58.78
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<i>CASPER CONTRACTORS S - Total For Weed & Pest Fund</i>			<i>\$58.78</i>
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CASPER CONTRACTORS S - ALL DEPARTMENTS**\$434.75****CASPER FIRE EXTINGUI**

CASPER FIRE EXTINGUI	Fire-EMS Administration	Seimi-Annual Test for St. 5	\$134.75
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<i>CASPER FIRE EXTINGUI - Total For Fire-EMS Administration</i>			<i>\$134.75</i>
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CASPER FIRE EXTINGUI - ALL DEPARTMENTS**\$134.75****CASPER RECREATIONAL**

CASPER RECREATIONAL	Ice Arena - Classes	SPORTING AND RECREATIONAL CAMPS	\$395.00
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<i>CASPER RECREATIONAL - Total For Ice Arena - Classes</i>			<i>\$395.00</i>
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CASPER RECREATIONAL - ALL DEPARTMENTS**\$395.00****CASPER STAR TRIBUNE**

CASPER STAR TRIBUNE	Fleet Maintenance Fund	CREDIT, FOR MISAPPLIES PURCHASE	(\$30.00)
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CASPER STAR TRIBUNE	Fleet Maintenance Fund	MISAPPLIED CHARGE,WILL ISSUE CREDIT	\$30.00
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<i>CASPER STAR TRIBUNE - Total For Fleet Maintenance Fund</i>			<i>\$0.00</i>
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CASPER STAR TRIBUNE	Rec Center - Operations	NEWS DEALERS AND NEWSSTANDS	\$355.13
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<i>CASPER STAR TRIBUNE - Total For Rec Center - Operations</i>			<i>\$355.13</i>
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CASPER STAR TRIBUNE - ALL DEPARTMENTS**\$355.13****CASPER STAR-TRIBUNE,**

CASPER STAR-TRIBUNE,	Balefill - Disposal & Landfill	CRL Equipment GPS Final Pay	\$189.94
<i>CASPER STAR-TRIBUNE, - Total For Balefill - Disposal & Landfill</i>			<i>\$189.94</i>
CASPER STAR-TRIBUNE,	Capital Projects Fund	2018 Arterials & Collectors Final Pay Ad	\$232.60
<i>CASPER STAR-TRIBUNE, - Total For Capital Projects Fund</i>			<i>\$232.60</i>
CASPER STAR-TRIBUNE,	City Attorney	Subscription Fee Acct.156-00014143	\$460.00
<i>CASPER STAR-TRIBUNE, - Total For City Attorney</i>			<i>\$460.00</i>
CASPER STAR-TRIBUNE,	City Clerk	Council Minutes	\$1,414.60
CASPER STAR-TRIBUNE,	City Clerk	Special Council Proceedings	\$127.48
<i>CASPER STAR-TRIBUNE, - Total For City Clerk</i>			<i>\$1,542.08</i>
CASPER STAR-TRIBUNE,	Water - Tanks	2020 Roof Replacement Ad for Bids	\$255.58
<i>CASPER STAR-TRIBUNE, - Total For Water - Tanks</i>			<i>\$255.58</i>
CASPER STAR-TRIBUNE,	WWTP - Operations	2020 Roof Replacement Ad for Bids	\$255.58
<i>CASPER STAR-TRIBUNE, - Total For WWTP - Operations</i>			<i>\$255.58</i>

CASPER STAR-TRIBUNE, - ALL DEPARTMENTS**\$2,935.78****CASPER TIRE**

CASPER TIRE	Refuse - Commercial	2280 Semi Flat	\$35.00
CASPER TIRE	Refuse - Commercial	2274 Semi flat	\$43.00
CASPER TIRE	Refuse - Commercial	222287 Semi Flat	\$35.00
CASPER TIRE	Refuse - Commercial	222285 Semi Flat	\$35.00
CASPER TIRE	Refuse - Commercial	2274 Semi Flat	\$35.00
CASPER TIRE	Refuse - Commercial	2262 Semi Flat	\$43.00
CASPER TIRE	Refuse - Commercial	2013 Rear Load	\$150.00
CASPER TIRE	Refuse - Commercial	2015 Front load semi flat	\$80.00
CASPER TIRE	Refuse - Commercial	2285 Semi Flat	\$45.00
CASPER TIRE	Refuse - Commercial	2287 Semi Flat	\$35.00
<i>CASPER TIRE - Total For Refuse - Commercial</i>			<i>\$536.00</i>

CASPER TIRE - ALL DEPARTMENTS**\$536.00****CASPER TIRE 0000705**

CASPER TIRE 0000705	Fleet Maintenance Fund	4 NEW TIRES 230089	\$940.00
CASPER TIRE 0000705	Fleet Maintenance Fund	230074 2 NEW TIRES	\$310.00
CASPER TIRE 0000705	Fleet Maintenance Fund	230086 FLAT REPAIR	\$20.00
<i>CASPER TIRE 0000705 - Total For Fleet Maintenance Fund</i>			<i>\$1,270.00</i>
CASPER TIRE 0000705 - ALL DEPARTMENTS			\$1,270.00

CASPER WINNELSON CO

CASPER WINNELSON CO	Capital Projects Fund	Backflow Preventer for Ash St Building	\$588.60
<i>CASPER WINNELSON CO - Total For Capital Projects Fund</i>			<i>\$588.60</i>
CASPER WINNELSON CO - ALL DEPARTMENTS			\$588.60

CBR KIOWARE

CBR KIOWARE	Aquatics - Pool	Windows Software for Outdoor Pools	\$810.00
<i>CBR KIOWARE - Total For Aquatics - Pool</i>			<i>\$810.00</i>
CBR KIOWARE - ALL DEPARTMENTS			\$810.00

CENTURYLINK

CENTURYLINK	Sewer Fund - Collection	Phone Use	\$44.13
<i>CENTURYLINK - Total For Sewer Fund - Collection</i>			<i>\$44.13</i>
CENTURYLINK - ALL DEPARTMENTS			\$44.13

CH2MHILL, INC.

CH2MHILL, INC.	Sewer Fund - Collection	Strategic Plan Development	\$156.18
<i>CH2MHILL, INC. - Total For Sewer Fund - Collection</i>			<i>\$156.18</i>
CH2MHILL, INC.	Water - Tanks	Strategic Plan Development	\$519.93
<i>CH2MHILL, INC. - Total For Water - Tanks</i>			<i>\$519.93</i>
CH2MHILL, INC.	WWTP - Operations	WWTP Secondary Treatment 19-007	\$3,095.88
CH2MHILL, INC.	WWTP - Operations	Strategic Plan Development	\$312.35
<i>CH2MHILL, INC. - Total For WWTP - Operations</i>			<i>\$3,408.23</i>
CH2MHILL, INC. - ALL DEPARTMENTS			\$4,084.34

CITIZEN PAYMENT

CITIZEN PAYMENT	Aquatics - Operations	Refund Daily Admission & Annual Passes	\$55.00
CITIZEN PAYMENT	Aquatics - Operations	Refund Daily Admission & Annual Passes	\$112.83
<i>CITIZEN PAYMENT - Total For Aquatics - Operations</i>			<i>\$167.83</i>
CITIZEN PAYMENT	Rec Center	Refund Daily Admission & Annual Passes	\$47.01
CITIZEN PAYMENT	Rec Center	Refund Daily Admission & Annual Passes	\$35.00
<i>CITIZEN PAYMENT - Total For Rec Center</i>			<i>\$82.01</i>
CITIZEN PAYMENT - ALL DEPARTMENTS			\$249.84

CITY OF CASPER

CITY OF CASPER	CATC - Operations	December 2019 Workorder Charges	\$10,658.72
CITY OF CASPER	CATC - Operations	December 2019 Fuel Charges	\$14,023.27
<i>CITY OF CASPER - Total For CATC - Operations</i>			<i>\$24,681.99</i>
CITY OF CASPER	Human Resources	Chilli Skate 2019	\$394.00
<i>CITY OF CASPER - Total For Human Resources</i>			<i>\$394.00</i>
CITY OF CASPER	Meter Services	Plumbing license renewal for A Martinez	\$37.50
<i>CITY OF CASPER - Total For Meter Services</i>			<i>\$37.50</i>
CITY OF CASPER	Metropolitan Planning Org	GIS Support Oct.19- Dec. 19	\$1,703.50
CITY OF CASPER	Metropolitan Planning Org	Monthly GIS Services	\$6,211.87
<i>CITY OF CASPER - Total For Metropolitan Planning Org</i>			<i>\$7,915.37</i>
CITY OF CASPER	Parks - Parks Maint.	Balefill	\$1,125.00
<i>CITY OF CASPER - Total For Parks - Parks Maint.</i>			<i>\$1,125.00</i>
CITY OF CASPER	Police State Grants	Legal/Medical	\$242.89
CITY OF CASPER	Police State Grants	Legal/Medical	\$290.00
CITY OF CASPER	Police State Grants	Legal/Medical	\$680.12
<i>CITY OF CASPER - Total For Police State Grants</i>			<i>\$1,213.01</i>
CITY OF CASPER	Refuse - Residential	Balefill	\$5,718.78
CITY OF CASPER	Refuse - Residential	Balefill	\$5,448.33
<i>CITY OF CASPER - Total For Refuse - Residential</i>			<i>\$11,167.11</i>
CITY OF CASPER	WWTP - Operations	Balefill	\$88.74
<i>CITY OF CASPER - Total For WWTP - Operations</i>			<i>\$88.74</i>
CITY OF CASPER - ALL DEPARTMENTS			\$46,622.72

CITY SVC. ELECTRIC C

CITY SVC. ELECTRIC C	Balefill - Disposal & Landfill	Compost Yard Building- 220V drop for welder	\$765.00
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<i>CITY SVC. ELECTRIC C - Total For Balefill - Disposal & Landfill</i>			<i>\$765.00</i>
CITY SVC. ELECTRIC C	Balefill - Diversion & Special	Strobe Light Special Waste Processing Bldg	\$966.00
<i>CITY SVC. ELECTRIC C - Total For Balefill - Diversion & Special</i>			<i>\$966.00</i>
CITY SVC. ELECTRIC C - ALL DEPARTMENTS			\$1,731.00

CIVIL ENGINEERING PR

CIVIL ENGINEERING PR	Water - Distribution	New water system master plan f	\$13,735.00
<i>CIVIL ENGINEERING PR - Total For Water - Distribution</i>			<i>\$13,735.00</i>
CIVIL ENGINEERING PR	Water - Tanks	CY Booster Station 16-024	\$3,490.00
<i>CIVIL ENGINEERING PR - Total For Water - Tanks</i>			<i>\$3,490.00</i>
CIVIL ENGINEERING PR - ALL DEPARTMENTS			\$17,225.00

CMI TECO, INC.

CMI TECO, INC.	Refuse - Commercial	222285 2017 Side Load Service	\$1,267.11
CMI TECO, INC.	Refuse - Commercial	222283 Grabber Arm Repair	\$1,702.09
CMI TECO, INC.	Refuse - Commercial	222263 Repairs	\$416.85
CMI TECO, INC.	Refuse - Commercial	222255 particulate Filter	\$12,137.67
CMI TECO, INC.	Refuse - Commercial	222276 Service	\$1,849.25
CMI TECO, INC.	Refuse - Commercial	222274 Hydraulic Leak	\$568.10
CMI TECO, INC.	Refuse - Commercial	222288 2018 Front Load Service	\$1,024.42
CMI TECO, INC.	Refuse - Commercial	222272 2014 Front Load Fuse Panel	\$885.95
CMI TECO, INC.	Refuse - Commercial	222247 2006 Recycle Service	\$765.74
CMI TECO, INC.	Refuse - Commercial	222274 Service	\$6,071.07
<i>CMI TECO, INC. - Total For Refuse - Commercial</i>			<i>\$26,688.25</i>
CMI TECO, INC. - ALL DEPARTMENTS			\$26,688.25

COASTAL CHEMICAL CO

COASTAL CHEMICAL CO	Regional Water Operations	Vehicle Fuel	\$93.17
<i>COASTAL CHEMICAL CO - Total For Regional Water Operations</i>			<i>\$93.17</i>
COASTAL CHEMICAL CO - ALL DEPARTMENTS			\$93.17

COCA COLA BOTTLING C

COCA COLA BOTTLING C	Balefill - Disposal & Landfill	MISCELLANEOUS GENERAL MERCHANDISE STOR	\$7.00
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<i>COCA COLA BOTTLING C - Total For Balefill - Disposal & Landfill</i>			\$7.00
COCA COLA BOTTLING C - ALL DEPARTMENTS			\$7.00

COMFORT INN & SUITES

COMFORT INN & SUITES	Fire-EMS Training	Mid Winter Fire School Lodging	\$102.46
COMFORT INN & SUITES	Fire-EMS Training	Mid Winter Fire School Lodging	\$102.46
<i>COMFORT INN & SUITES - Total For Fire-EMS Training</i>			<i>\$204.92</i>
COMFORT INN & SUITES - ALL DEPARTMENTS			\$204.92

COMMUNICATION TECHNO

COMMUNICATION TECHNO	Balefill - Disposal & Landfill	Speaker Call Box	\$108.50
<i>COMMUNICATION TECHNO - Total For Balefill - Disposal & Landfill</i>			<i>\$108.50</i>
COMMUNICATION TECHNO	Fire-EMS Operations	Antenna for Brush 5	\$430.06
<i>COMMUNICATION TECHNO - Total For Fire-EMS Operations</i>			<i>\$430.06</i>
COMMUNICATION TECHNO	Police Administration	Tuned Radio	\$65.00
<i>COMMUNICATION TECHNO - Total For Police Administration</i>			<i>\$65.00</i>
COMMUNICATION TECHNO - ALL DEPARTMENTS			\$603.56

COMTRONIX, INC.

COMTRONIX, INC.	Balefill - Disposal & Landfill	Alarm Service	\$755.72
<i>COMTRONIX, INC. - Total For Balefill - Disposal & Landfill</i>			<i>\$755.72</i>
COMTRONIX, INC.	Balefill - Diversion & Special	Data Cabling	\$474.12
<i>COMTRONIX, INC. - Total For Balefill - Diversion & Special</i>			<i>\$474.12</i>
COMTRONIX, INC. - ALL DEPARTMENTS			\$1,229.84

CONVERGEONE

CONVERGEONE	City Manager	3 Cisco 7821 Office Phones	\$545.40
<i>CONVERGEONE - Total For City Manager</i>			<i>\$545.40</i>
CONVERGEONE	Information Services	Vmware maintenance DMZ machines	\$5,394.00
<i>CONVERGEONE - Total For Information Services</i>			<i>\$5,394.00</i>
CONVERGEONE	Police Administration	Cisco Smartnet Renewal	\$2,304.00
<i>CONVERGEONE - Total For Police Administration</i>			<i>\$2,304.00</i>

CONVERGEONE - ALL DEPARTMENTS**\$8,243.40****CPU IIT**

CPU IIT	Balefill - Disposal & Landfill	Technology Items (computers, software, and ne	\$474.99
CPU IIT	Balefill - Disposal & Landfill	Computer, 65" TV and Adapter for Scalehouse C	\$2,440.99
<i>CPU IIT - Total For Balefill - Disposal & Landfill</i>			<i>\$2,915.98</i>
CPU IIT	Casper Events Center Fund	Laptop for K. Olsen	\$967.00
<i>CPU IIT - Total For Casper Events Center Fund</i>			<i>\$967.00</i>
CPU IIT	City Attorney	Citrix Licenses	\$306.15
CPU IIT	City Attorney	(1) HP Desktop Computer, UPS, and Office Pro 2	\$950.40
<i>CPU IIT - Total For City Attorney</i>			<i>\$1,256.55</i>
CPU IIT	City Clerk	Laptop computer software docking station & m	\$2,359.00
<i>CPU IIT - Total For City Clerk</i>			<i>\$2,359.00</i>
CPU IIT	Code Enforcement	Citrix Licenses	\$612.30
<i>CPU IIT - Total For Code Enforcement</i>			<i>\$612.30</i>
CPU IIT	Finance	USB Dock Station	\$199.00
<i>CPU IIT - Total For Finance</i>			<i>\$199.00</i>
CPU IIT	Ft. Caspar Museum	Server for new security system	\$6,168.00
<i>CPU IIT - Total For Ft. Caspar Museum</i>			<i>\$6,168.00</i>
CPU IIT	Hogadon - Operations	Citrix Licenses	\$612.30
<i>CPU IIT - Total For Hogadon - Operations</i>			<i>\$612.30</i>
CPU IIT	Information Services	Return shipping for returned High End computer	\$148.80
<i>CPU IIT - Total For Information Services</i>			<i>\$148.80</i>
CPU IIT	Public Safety Communication	purchase laptops for lori and training cart	\$5,134.00
<i>CPU IIT - Total For Public Safety Communications</i>			<i>\$5,134.00</i>
CPU IIT	Sewer Fund - Collection	replacement laptop WWTP13	\$85.88
CPU IIT	Sewer Fund - Collection	replacement laptop WWTP13	\$1,502.12
<i>CPU IIT - Total For Sewer Fund - Collection</i>			<i>\$1,588.00</i>
CPU IIT	Streets	HP Elite 800 Desktop Computer	\$950.40
<i>CPU IIT - Total For Streets</i>			<i>\$950.40</i>

CPU IIT - ALL DEPARTMENTS**\$22,911.33****CRIME SCENE INFORMAT**

CRIME SCENE INFORMAT	Police Administration	Feb. 2020	\$109.87
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CRIME SCENE INFORMAT - Total For Police Administration \$109.87

CRIME SCENE INFORMAT - ALL DEPARTMENTS \$109.87

CRUM ELECTRIC SUPPLY

CRUM ELECTRIC SUPPLY Buildings & Structures Fund Service Center lighting components \$28.92

CRUM ELECTRIC SUPPLY Buildings & Structures Fund Ice Arena Ballast Components \$187.98

CRUM ELECTRIC SUPPLY - Total For Buildings & Structures Fund \$216.90

CRUM ELECTRIC SUPPLY - ALL DEPARTMENTS \$216.90

DALCO INDUSTRIES INC

DALCO INDUSTRIES INC Balefill - Disposal & Landfill Concrete Conditioner \$156.25

DALCO INDUSTRIES INC - Total For Balefill - Disposal & Landfill \$156.25

DALCO INDUSTRIES INC - ALL DEPARTMENTS \$156.25

DAYTON TRANSMISSION

DAYTON TRANSMISSION Fleet Maintenance Fund 83278 REBUILD TRANSMISSION \$1,294.70

DAYTON TRANSMISSION - Total For Fleet Maintenance Fund \$1,294.70

DAYTON TRANSMISSION - ALL DEPARTMENTS \$1,294.70

DC FROST ASSOCIATES

DC FROST ASSOCIATES WWTP - Operations UV service materials \$631.67

DC FROST ASSOCIATES - Total For WWTP - Operations \$631.67

DC FROST ASSOCIATES - ALL DEPARTMENTS \$631.67

DENNIS SUPPLY CO.

DENNIS SUPPLY CO. Buildings & Structures Fund Coil cleaner purchased by request of Ice Arena \$37.44

DENNIS SUPPLY CO. - Total For Buildings & Structures Fund \$37.44

DENNIS SUPPLY CO. - ALL DEPARTMENTS \$37.44

DESERT MTN. CORP.

DESERT MTN. CORP. Streets Ice Slicer \$21,193.30

DESERT MTN. CORP.	Streets	Ice Slicer	\$12,736.37
DESERT MTN. CORP.	Streets	Ice Slicer	\$3,858.66
DESERT MTN. CORP.	Streets	Ice Slicer	\$4,128.70
DESERT MTN. CORP.	Streets	Ice Slicer	\$2,738.37

DESERT MTN. CORP. - Total For Streets \$44,655.40

DESERT MTN. CORP. - ALL DEPARTMENTS **\$44,655.40**

DIAMOND VOGEL PAINTS

DIAMOND VOGEL PAINTS	Balefill - Disposal & Landfill	Paint Supplies for SW Remodel	\$5.70
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DIAMOND VOGEL PAINTS - Total For Balefill - Disposal & Landfill \$5.70

DIAMOND VOGEL PAINTS - ALL DEPARTMENTS **\$5.70**

DICK'S SPORTING GOOD

DICK'S SPORTING GOOD	Human Resources	EMPLOYEE SERVICE RECOGNITION LUNCHEON P	\$124.80
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DICK'S SPORTING GOOD - Total For Human Resources \$124.80

DICK'S SPORTING GOOD - ALL DEPARTMENTS **\$124.80**

DOLLAR TREE

DOLLAR TREE	Metro Animal Fund - Admin	COLLARS FOR BACUS DOGS	\$40.95
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DOLLAR TREE - Total For Metro Animal Fund - Admin \$40.95

DOLLAR TREE - ALL DEPARTMENTS **\$40.95**

EATON SALES & SVC.,

EATON SALES & SVC.,	Fleet Maintenance Fund	REPLACE SENSOR FLOAT IN TANK	\$684.68
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EATON SALES & SVC., - Total For Fleet Maintenance Fund \$684.68

EATON SALES & SVC., - ALL DEPARTMENTS **\$684.68**

EB 2020 RE-CERTIFICA

EB 2020 RE-CERTIFICA	Weed & Pest Fund	Tina Gollnick Pesticide Course	\$220.00
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EB 2020 RE-CERTIFICA	Weed & Pest Fund	Refund for Tina Gollnick Pesticide cancelled cou	(\$220.00)
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EB 2020 RE-CERTIFICA	Weed & Pest Fund	Pesticide Training Carl Severance	\$110.00
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EB 2020 RE-CERTIFICA - Total For Weed & Pest Fund \$110.00

EB 2020 RE-CERTIFICA - ALL DEPARTMENTS **\$110.00**

EB 2020 TRAINING MAN

EB 2020 TRAINING MAN Weed & Pest Fund Pesticide Training \$660.00

EB 2020 TRAINING MAN - Total For Weed & Pest Fund \$660.00

EB 2020 TRAINING MAN - ALL DEPARTMENTS **\$660.00**

EB ELEVATIONS GEOSPA

EB ELEVATIONS GEOSPA Metropolitan Planning Org Conference and Training Class Registration \$230.00

EB ELEVATIONS GEOSPA - Total For Metropolitan Planning Org \$230.00

EB ELEVATIONS GEOSPA - ALL DEPARTMENTS **\$230.00**

EFILE/FORMSTAX

EFILE/FORMSTAX Finance Form 1099-Misc E-file, Mail, and Copies for reco \$186.30

EFILE/FORMSTAX - Total For Finance \$186.30

EFILE/FORMSTAX - ALL DEPARTMENTS **\$186.30**

EL SOL DE MEXICO

EL SOL DE MEXICO Fire-EMS Training Mid Winter Fire School Meals for 4 \$64.18

EL SOL DE MEXICO - Total For Fire-EMS Training \$64.18

EL SOL DE MEXICO - ALL DEPARTMENTS **\$64.18**

EMPLOYEE REIMBURSEME

EMPLOYEE REIMBURSEME Buildings & Structures Fund Boot Reimbursement \$152.24

EMPLOYEE REIMBURSEME - Total For Buildings & Structures Fund \$152.24

EMPLOYEE REIMBURSEME Casper Events Center Fund Reimburse PCIE parallel card for CEC \$79.90

EMPLOYEE REIMBURSEME - Total For Casper Events Center Fund \$79.90

EMPLOYEE REIMBURSEME Fleet Maintenance Fund Boot Reimbursement \$150.00

EMPLOYEE REIMBURSEME Fleet Maintenance Fund Tool Allotment \$471.45

EMPLOYEE REIMBURSEME - Total For Fleet Maintenance Fund \$621.45

EMPLOYEE REIMBURSEME Human Resources Tuition Reimbursement \$539.66

EMPLOYEE REIMBURSEME - Total For Human Resources \$539.66

EMPLOYEE REIMBURSEME	Police Administration	Reimburse SRT Pant Purchase	\$132.70
EMPLOYEE REIMBURSEME	Police Administration	Reimburse Shoe Purchase	\$115.50
<i>EMPLOYEE REIMBURSEME - Total For Police Administration</i>			<i>\$248.20</i>
EMPLOYEE REIMBURSEME	Regional Water Operations	Reimbursement Level 4 Certification	\$100.00
<i>EMPLOYEE REIMBURSEME - Total For Regional Water Operations</i>			<i>\$100.00</i>
EMPLOYEE REIMBURSEME	Streets	Work Boot Reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEME - Total For Streets</i>			<i>\$150.00</i>
EMPLOYEE REIMBURSEME	Water - Distribution	Boot Reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEME - Total For Water - Distribution</i>			<i>\$150.00</i>
EMPLOYEE REIMBURSEME - ALL DEPARTMENTS			\$2,041.45

EMPLOYERCENTRAL.COM/

EMPLOYERCENTRAL.COM/	Hogadon - Operations	CASPER COLLEGE - HOGADON RECRUITMENT	\$195.00
<i>EMPLOYERCENTRAL.COM/ - Total For Hogadon - Operations</i>			<i>\$195.00</i>
EMPLOYERCENTRAL.COM/ - ALL DEPARTMENTS			\$195.00

ENERGY LABORATORIES

ENERGY LABORATORIES	Regional Water Operations	Lab test TAS & Well mix	\$288.00
ENERGY LABORATORIES	Regional Water Operations	Lab Test 1/4 DBP	\$2,722.00
<i>ENERGY LABORATORIES - Total For Regional Water Operations</i>			<i>\$3,010.00</i>
ENERGY LABORATORIES	Water - Tanks	TESTING	\$314.50
ENERGY LABORATORIES	Water - Tanks	LAB TESTING	\$189.00
<i>ENERGY LABORATORIES - Total For Water - Tanks</i>			<i>\$503.50</i>
ENERGY LABORATORIES - ALL DEPARTMENTS			\$3,513.50

EPG COMPANIES INC

EPG COMPANIES INC	Balefill - Disposal & Landfill	Leachate Pump Rebuild	\$2,809.92
<i>EPG COMPANIES INC - Total For Balefill - Disposal & Landfill</i>			<i>\$2,809.92</i>
EPG COMPANIES INC - ALL DEPARTMENTS			\$2,809.92

EUROFINS EATON ANALY

EUROFINS EATON ANALY	Regional Water Operations	Lab Test Bromate	\$100.00
<i>EUROFINS EATON ANALY - Total For Regional Water Operations</i>			<i>\$100.00</i>

EUROFINS EATON ANALY - ALL DEPARTMENTS **\$100.00**

EXXONMOBIL

EXXONMOBIL	Fire-EMS Operations	Fuel	\$34.91
EXXONMOBIL	Fire-EMS Operations	Fuel	\$58.86

EXXONMOBIL - Total For Fire-EMS Operations **\$93.77**

EXXONMOBIL - ALL DEPARTMENTS **\$93.77**

FARMER BROTHERS COFF

FARMER BROTHERS COFF	Ice Arena - Concessions	MISC FOOD STORES-SPECIALITY,CONVENIENCE,	\$173.75
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FARMER BROTHERS COFF - Total For Ice Arena - Concessions **\$173.75**

FARMER BROTHERS COFF - ALL DEPARTMENTS **\$173.75**

FASTENAL COMPANY

FASTENAL COMPANY	Refuse - Residential	OPS SUPPLIES	\$126.55
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FASTENAL COMPANY - Total For Refuse - Residential **\$126.55**

FASTENAL COMPANY	Regional Water Operations	Actiflow Mixers Parts	\$131.27
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FASTENAL COMPANY - Total For Regional Water Operations **\$131.27**

FASTENAL COMPANY - ALL DEPARTMENTS **\$257.82**

FERGUSON ENTERPRISES

FERGUSON ENTERPRISES	RWS - Booster Stations	Regional ARV supplies	\$357.65
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FERGUSON ENTERPRISES - Total For RWS - Booster Stations **\$357.65**

FERGUSON ENTERPRISES - ALL DEPARTMENTS **\$357.65**

FIREFIGHTERS OF NATR

FIREFIGHTERS OF NATR	Fire-EMS Administration	Floor Cost Share EFSA	\$1,714.00
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FIREFIGHTERS OF NATR - Total For Fire-EMS Administration **\$1,714.00**

FIREFIGHTERS OF NATR - ALL DEPARTMENTS **\$1,714.00**

FIRST DATA MERCHANT

FIRST DATA MERCHANT	Balefill - Disposal & Landfill	December 19	\$1,048.38
<i>FIRST DATA MERCHANT - Total For Balefill - Disposal & Landfill</i>			<i>\$1,048.38</i>
FIRST DATA MERCHANT	Cemetery	December 2019	\$30.78
<i>FIRST DATA MERCHANT - Total For Cemetery</i>			<i>\$30.78</i>
FIRST DATA MERCHANT	Code Enforcement	December 2019	\$21.63
<i>FIRST DATA MERCHANT - Total For Code Enforcement</i>			<i>\$21.63</i>
FIRST DATA MERCHANT - ALL DEPARTMENTS			\$1,100.79

FREMONT MOTOR CASPER

FREMONT MOTOR CASPER	Capital Projects Fund	Vehicles and wheeled equipment	\$48,451.00
<i>FREMONT MOTOR CASPER - Total For Capital Projects Fund</i>			<i>\$48,451.00</i>
FREMONT MOTOR CASPER - ALL DEPARTMENTS			\$48,451.00

FUTURE PRO INC

FUTURE PRO INC	Capital Projects Fund	Volleyball standard systems (3), Bison CarbonM	\$12,135.00
<i>FUTURE PRO INC - Total For Capital Projects Fund</i>			<i>\$12,135.00</i>
FUTURE PRO INC - ALL DEPARTMENTS			\$12,135.00

GALLS, INC.

GALLS, INC.	Police Administration	Black Eagle Tactical	\$189.10
GALLS, INC.	Police Administration	Womens Base Legging	\$126.00
<i>GALLS, INC. - Total For Police Administration</i>			<i>\$315.10</i>
GALLS, INC. - ALL DEPARTMENTS			\$315.10

GE MDS LLC

GE MDS LLC	Capital Projects Fund	42 TRAFFIC CONTROL less inv. 1241732 & 12602	\$53,757.00
<i>GE MDS LLC - Total For Capital Projects Fund</i>			<i>\$53,757.00</i>
GE MDS LLC - ALL DEPARTMENTS			\$53,757.00

GEOSYNTEC CONSULTANT

GEOSYNTEC CONSULTANT	Balefill - Disposal & Landfill	CRL Monitoring	\$586.82
<i>GEOSYNTEC CONSULTANT - Total For Balefill - Disposal & Landfill</i>			<i>\$586.82</i>

GEOSYNTEC CONSULTANT - ALL DEPARTMENTS**\$586.82****GLOBAL EQUIPMENT COM**

GLOBAL EQUIPMENT COM	Balefill - Disposal & Landfill	Safety Ballard Covers	\$1,095.04
GLOBAL EQUIPMENT COM	Balefill - Disposal & Landfill	Traffic Safety Ballard Sleeves	\$143.62
<i>GLOBAL EQUIPMENT COM - Total For Balefill - Disposal & Landfill</i>			<i>\$1,238.66</i>
GLOBAL EQUIPMENT COM	Balefill - Diversion & Special	Red Totes	\$1,607.96
GLOBAL EQUIPMENT COM	Balefill - Diversion & Special	Red totes	\$1,607.96
GLOBAL EQUIPMENT COM	Balefill - Diversion & Special	Red Totes Drop off bays	\$1,607.96
<i>GLOBAL EQUIPMENT COM - Total For Balefill - Diversion & Special</i>			<i>\$4,823.88</i>
GLOBAL EQUIPMENT COM - ALL DEPARTMENTS			\$6,062.54

GLOBAL PACKAGING SOL

GLOBAL PACKAGING SOL	Balefill - Baler Processing	BALER BAGS	\$50,832.00
GLOBAL PACKAGING SOL	Balefill - Baler Processing	BALER BAGS	\$50,400.00
<i>GLOBAL PACKAGING SOL - Total For Balefill - Baler Processing</i>			<i>\$101,232.00</i>
GLOBAL PACKAGING SOL - ALL DEPARTMENTS			\$101,232.00

GOLDER ASSOCIATES

GOLDER ASSOCIATES	Balefill - Disposal & Landfill	5-Year Emission	\$323.75
GOLDER ASSOCIATES	Balefill - Disposal & Landfill	5 Year Closed Balefill	\$9,224.58
GOLDER ASSOCIATES	Balefill - Disposal & Landfill	5 Year Closed Balefill	\$6,149.72
<i>GOLDER ASSOCIATES - Total For Balefill - Disposal & Landfill</i>			<i>\$15,698.05</i>
GOLDER ASSOCIATES	Capital Projects Fund	1st STREET REACH ENVIRONMENTAL	\$20,398.08
GOLDER ASSOCIATES	Capital Projects Fund	1st STREET REACH ENVIRONMENTAL	\$6,628.75
<i>GOLDER ASSOCIATES - Total For Capital Projects Fund</i>			<i>\$27,026.83</i>
GOLDER ASSOCIATES - ALL DEPARTMENTS			\$42,724.88

GOODYEAR COMMERCIAL

GOODYEAR COMMERCIAL	Fleet Maintenance Fund	DISMOUNT TIRES	\$98.11
<i>GOODYEAR COMMERCIAL - Total For Fleet Maintenance Fund</i>			<i>\$98.11</i>
GOODYEAR COMMERCIAL - ALL DEPARTMENTS			\$98.11

GOVERNMENTJOBS.COM

GOVERNMENTJOBS.COM	Human Resources	Subscription Fee	\$14,324.63
<i>GOVERNMENTJOBS.COM - Total For Human Resources</i>			<i>\$14,324.63</i>
GOVERNMENTJOBS.COM - ALL DEPARTMENTS			\$14,324.63

GOVTELLERNATRONAWYFE

GOVTELLERNATRONAWYFE	Ice Arena - Operations	CC TRANSACTION FEE	\$1.50
<i>GOVTELLERNATRONAWYFE - Total For Ice Arena - Operations</i>			<i>\$1.50</i>
GOVTELLERNATRONAWYFE - ALL DEPARTMENTS			\$1.50

GRAINGER, INC.

GRAINGER, INC.	Buildings & Structures Fund	Repair parts for PV Pool	\$20.79
<i>GRAINGER, INC. - Total For Buildings & Structures Fund</i>			<i>\$20.79</i>
GRAINGER, INC.	Refuse - Residential	OPS SUPPLIES	\$1,357.20
<i>GRAINGER, INC. - Total For Refuse - Residential</i>			<i>\$1,357.20</i>
GRAINGER, INC.	WWTP - Operations	Filters	\$189.60
GRAINGER, INC.	WWTP - Operations	Plastic door	\$275.98
GRAINGER, INC.	WWTP - Operations	Hour meter	\$19.86
<i>GRAINGER, INC. - Total For WWTP - Operations</i>			<i>\$485.44</i>
GRAINGER, INC. - ALL DEPARTMENTS			\$1,863.43

GSG ARCHITECTURE

GSG ARCHITECTURE	Capital Projects Fund	Fire Station No. 5	\$1,540.00
<i>GSG ARCHITECTURE - Total For Capital Projects Fund</i>			<i>\$1,540.00</i>
GSG ARCHITECTURE - ALL DEPARTMENTS			\$1,540.00

GUDAHL WILLIAMS INVE

GUDAHL WILLIAMS INVE	Fire-EMS Training	Pre-Employment Polygraphs	\$500.00
<i>GUDAHL WILLIAMS INVE - Total For Fire-EMS Training</i>			<i>\$500.00</i>
GUDAHL WILLIAMS INVE - ALL DEPARTMENTS			\$500.00

GULF STATES DISTRIBU

GULF STATES DISTRIBU	Police Administration	.308 A-Max Tap	\$4,040.00
<i>GULF STATES DISTRIBU - Total For Police Administration</i>			<i>\$4,040.00</i>
GULF STATES DISTRIBU - ALL DEPARTMENTS			\$4,040.00

GW MECHANICAL, INC.

GW MECHANICAL, INC.	General Fund	Refund Plumbing Permits December 2019	\$18,895.40
<i>GW MECHANICAL, INC. - Total For General Fund</i>			<i>\$18,895.40</i>
GW MECHANICAL, INC. - ALL DEPARTMENTS			\$18,895.40

HAMPTON INNS

HAMPTON INNS	Fire-EMS Training	Mid Winter Fire School Lodging	\$104.64
<i>HAMPTON INNS - Total For Fire-EMS Training</i>			<i>\$104.64</i>
HAMPTON INNS - ALL DEPARTMENTS			\$104.64

HARBOR FREIGHT TOOLS

HARBOR FREIGHT TOOLS	Fire-EMS Operations	Equipment for new BR2	\$231.71
<i>HARBOR FREIGHT TOOLS - Total For Fire-EMS Operations</i>			<i>\$231.71</i>
HARBOR FREIGHT TOOLS - ALL DEPARTMENTS			\$231.71

HDR ENGINEERING, INC

HDR ENGINEERING, INC	Water - Tanks	Water Rights Studies	\$3,639.31
<i>HDR ENGINEERING, INC - Total For Water - Tanks</i>			<i>\$3,639.31</i>
HDR ENGINEERING, INC - ALL DEPARTMENTS			\$3,639.31

HITEK COMMUNICATIONS

HITEK COMMUNICATIONS	Regional Water Operations	Troubleshoot Axis PTZ Camera and Cabling	\$90.00
<i>HITEK COMMUNICATIONS - Total For Regional Water Operations</i>			<i>\$90.00</i>
HITEK COMMUNICATIONS	Traffic Control	Run two Cat 6 lines	\$514.92
<i>HITEK COMMUNICATIONS - Total For Traffic Control</i>			<i>\$514.92</i>

HITEK COMMUNICATIONS - ALL DEPARTMENTS**\$604.92****HOBBY-LOBBY #0233**

HOBBY-LOBBY #0233	Human Resources	EMPLOYEE SERVICE RECOGNITION LUNCHEON	\$49.16
HOBBY-LOBBY #0233	Human Resources	EMPLOYEE SERVICE RECOGNITION LUNCHEON	\$133.99
<i>HOBBY-LOBBY #0233 - Total For Human Resources</i>			<i>\$183.15</i>

HOBBY-LOBBY #0233 - ALL DEPARTMENTS**\$183.15****HOMAX OIL SALES INC**

HOMAX OIL SALES INC	Fleet Maintenance Fund	FUEL PURCHASED 70980 & 70748	\$338.95
HOMAX OIL SALES INC	Fleet Maintenance Fund	FUEL PURCHASED CATC	\$19.31
<i>HOMAX OIL SALES INC - Total For Fleet Maintenance Fund</i>			<i>\$358.26</i>
HOMAX OIL SALES INC	Hogadon - Operations	Fuel Vault Filters	\$29.98
HOMAX OIL SALES INC	Hogadon - Operations	Fuel Vault filter	\$6.99
<i>HOMAX OIL SALES INC - Total For Hogadon - Operations</i>			<i>\$36.97</i>

HOMAX OIL SALES INC - ALL DEPARTMENTS**\$395.23****HOMAX OIL SALES, INC**

HOMAX OIL SALES, INC	Balefill - Disposal & Landfill	Ldf bulk fuel	\$14,295.78
<i>HOMAX OIL SALES, INC - Total For Balefill - Disposal & Landfill</i>			<i>\$14,295.78</i>
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Stock/Def Bulk	\$1,519.00
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Stock 02/F2	\$18,476.88
<i>HOMAX OIL SALES, INC - Total For Fleet Maintenance Fund</i>			<i>\$19,995.88</i>
HOMAX OIL SALES, INC	Refuse - Residential	Super ATF	\$43.44
<i>HOMAX OIL SALES, INC - Total For Refuse - Residential</i>			<i>\$43.44</i>
HOMAX OIL SALES, INC	Water - Distribution	Fuel	\$2,792.71
<i>HOMAX OIL SALES, INC - Total For Water - Distribution</i>			<i>\$2,792.71</i>

HOMAX OIL SALES, INC - ALL DEPARTMENTS**\$37,127.81****HOSE & RUBBER SUPPLY**

HOSE & RUBBER SUPPLY	Refuse - Residential	Hydraulic hose	\$77.42
<i>HOSE & RUBBER SUPPLY - Total For Refuse - Residential</i>			<i>\$77.42</i>
HOSE & RUBBER SUPPLY	WWTP - Operations	Belts	\$21.24

<i>HOSE & RUBBER SUPPLY - Total For WWTP - Operations</i>			\$21.24
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HOSE & RUBBER SUPPLY - ALL DEPARTMENTS			\$98.66
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HOWARD SUPPLY COMPAN

HOWARD SUPPLY COMPAN	Balefill - Baler Processing	Maint Bldg supplies	\$205.45
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<i>HOWARD SUPPLY COMPAN - Total For Balefill - Baler Processing</i>			\$205.45
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HOWARD SUPPLY COMPAN - ALL DEPARTMENTS			\$205.45
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HYDRAFLO INC

HYDRAFLO INC	RWS - Booster Stations	Fire hydrant parts	\$332.70
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<i>HYDRAFLO INC - Total For RWS - Booster Stations</i>			\$332.70
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HYDRAFLO INC	Water - Distribution	Fire hydrant parts	\$825.30
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<i>HYDRAFLO INC - Total For Water - Distribution</i>			\$825.30
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HYDRAFLO INC - ALL DEPARTMENTS			\$1,158.00
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INGRAM BOOK COMPANY

INGRAM BOOK COMPANY	General Fund	Books for resale in museum store	\$119.76
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INGRAM BOOK COMPANY	General Fund	Books for resale in museum store	\$215.46
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INGRAM BOOK COMPANY	General Fund	Books for resale in museum store	\$241.93
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<i>INGRAM BOOK COMPANY - Total For General Fund</i>			\$577.15
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INGRAM BOOK COMPANY - ALL DEPARTMENTS			\$577.15
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INTUIT, INC.

INTUIT, INC.	Parks - Parks Maint.	ROTARY DUES	\$228.00
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<i>INTUIT, INC. - Total For Parks - Parks Maint.</i>			\$228.00
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INTUIT, INC.	Refuse - Residential	HARDWARE STORES	\$51.50
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<i>INTUIT, INC. - Total For Refuse - Residential</i>			\$51.50
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INTUIT, INC. - ALL DEPARTMENTS			\$279.50
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ITC ELECTRICAL TECHN

ITC ELECTRICAL TECHN	Regional Water Operations	Repair O2 System	\$196.00
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<i>ITC ELECTRICAL TECHN - Total For Regional Water Operations</i>			\$196.00
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ITC ELECTRICAL TECHN - ALL DEPARTMENTS **\$196.00**

KELLYS ALIGNMENT AND

KELLYS ALIGNMENT AND	Fleet Maintenance Fund	ALIGNMENT 660249	\$65.00
KELLYS ALIGNMENT AND	Fleet Maintenance Fund	ALIGNMENT 101201	\$105.00

KELLYS ALIGNMENT AND - Total For Fleet Maintenance Fund **\$170.00**

KELLYS ALIGNMENT AND - ALL DEPARTMENTS **\$170.00**

KUBWATER RESOURCES,

KUBWATER RESOURCES,	WWTP - Operations	Zetag polymer for dewatering	\$5,618.85
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KUBWATER RESOURCES, - Total For WWTP - Operations **\$5,618.85**

KUBWATER RESOURCES, - ALL DEPARTMENTS **\$5,618.85**

LAW OFFICE OF HAMPTO

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

LAW OFFICE OF HAMPTO - Total For City Manager **\$2,700.00**

LAW OFFICE OF HAMPTO - ALL DEPARTMENTS **\$2,700.00**

LISA'S SPIC N SPAN

LISA'S SPIC N SPAN	Balefill - Disposal & Landfill	January Cleaning	\$125.00
LISA'S SPIC N SPAN	Balefill - Disposal & Landfill	Deep Clean	\$700.00

LISA'S SPIC N SPAN - Total For Balefill - Disposal & Landfill **\$825.00**

LISA'S SPIC N SPAN - ALL DEPARTMENTS **\$825.00**

LONG BUILDING TECHNO

LONG BUILDING TECHNO	Balefill - Disposal & Landfill	Security Door Upgrades 18-064	\$1,180.30
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LONG BUILDING TECHNO - Total For Balefill - Disposal & Landfill **\$1,180.30**

LONG BUILDING TECHNO	Capital Projects Fund	Security Door Upgrades 18-064 Retainage Relea	\$6,301.30
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LONG BUILDING TECHNO - Total For Capital Projects Fund **\$6,301.30**

LONG BUILDING TECHNO - ALL DEPARTMENTS **\$7,481.60**

MARJORIE ANDERSON

MARJORIE ANDERSON	Police Administration	Excel Training	\$100.00
<i>MARJORIE ANDERSON - Total For Police Administration</i>			<i>\$100.00</i>
MARJORIE ANDERSON - ALL DEPARTMENTS			\$100.00

MCMURRY READY MIX CO

MCMURRY READY MIX CO	Streets	Snow Dumpsite Yard Finish Rock	\$1,314.76
<i>MCMURRY READY MIX CO - Total For Streets</i>			<i>\$1,314.76</i>
MCMURRY READY MIX CO - ALL DEPARTMENTS			\$1,314.76

MED VET INTERNATIONA

MED VET INTERNATIONA	Metro Animal Fund - Admin	CAT CARRIERS	\$598.50
<i>MED VET INTERNATIONA - Total For Metro Animal Fund - Admin</i>			<i>\$598.50</i>
MED VET INTERNATIONA - ALL DEPARTMENTS			\$598.50

MENARDS CASPER WY

MENARDS CASPER WY	Fire-EMS Prevent & Inspect	Gloves	\$2.64
<i>MENARDS CASPER WY - Total For Fire-EMS Prevent & Inspect</i>			<i>\$2.64</i>
MENARDS CASPER WY	Parks - Parks Maint.	Building supplies	\$60.98
<i>MENARDS CASPER WY - Total For Parks - Parks Maint.</i>			<i>\$60.98</i>
MENARDS CASPER WY	Refuse - Residential	HOME SUPPLY WAREHOUSE STORES	\$35.94
<i>MENARDS CASPER WY - Total For Refuse - Residential</i>			<i>\$35.94</i>
MENARDS CASPER WY	Water - Distribution	RV antifreeze	\$25.80
<i>MENARDS CASPER WY - Total For Water - Distribution</i>			<i>\$25.80</i>
MENARDS CASPER WY - ALL DEPARTMENTS			\$125.36

MERBACK AWARDS COMPA

MERBACK AWARDS COMPA	City Council	Name tag for Vice Mayor Lutz	\$23.70
<i>MERBACK AWARDS COMPA - Total For City Council</i>			<i>\$23.70</i>
MERBACK AWARDS COMPA	City Manager	Gavel and Plaque for Mayor Powell	\$191.79
<i>MERBACK AWARDS COMPA - Total For City Manager</i>			<i>\$191.79</i>

MERBACK AWARDS COMPA - ALL DEPARTMENTS**\$215.49****MICROSOFT CORPORATIO**

MICROSOFT CORPORATIO	Information Services	Visual Studio Enterprise Subscription Tax Refund	(\$128.45)
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<i>MICROSOFT CORPORATIO - Total For Information Services</i>			<i>(\$128.45)</i>
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MICROSOFT CORPORATIO - ALL DEPARTMENTS**(\$128.45)****Miracle Recreation**

Miracle Recreation	Property Insurance Fund	Arched Swing Support	\$760.60
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<i>Miracle Recreation - Total For Property Insurance Fund</i>			<i>\$760.60</i>
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Miracle Recreation - ALL DEPARTMENTS**\$760.60****MOTOROLA SOLUTIONS**

MOTOROLA SOLUTIONS	Public Safety Communication Feb. 20- Mar 20 Service		\$1,700.98
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<i>MOTOROLA SOLUTIONS - Total For Public Safety Communications</i>			<i>\$1,700.98</i>
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MOTOROLA SOLUTIONS - ALL DEPARTMENTS**\$1,700.98****MOUNTAIN SCALES INC**

MOUNTAIN SCALES INC	Meter Services	Calibrations	\$280.00
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<i>MOUNTAIN SCALES INC - Total For Meter Services</i>			<i>\$280.00</i>
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MOUNTAIN SCALES INC - ALL DEPARTMENTS**\$280.00****MOUNTAIN STATES**

MOUNTAIN STATES	Human Resources	Business Cards	\$48.92
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<i>MOUNTAIN STATES - Total For Human Resources</i>			<i>\$48.92</i>
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MOUNTAIN STATES - ALL DEPARTMENTS**\$48.92****MOUNTAIN STATES LITH**

MOUNTAIN STATES LITH	Rec Center - Admin	BUSINESS CARDS FOR ANDERSON & MOYA, FRE	\$145.82
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<i>MOUNTAIN STATES LITH - Total For Rec Center - Admin</i>			<i>\$145.82</i>
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MOUNTAIN STATES LITH - ALL DEPARTMENTS**\$145.82****MUNICIPAL CODE CORP.**

MUNICIPAL CODE CORP.	City Attorney	Supplement No.73 code	\$528.50
<i>MUNICIPAL CODE CORP. - Total For City Attorney</i>			<i>\$528.50</i>
MUNICIPAL CODE CORP.	City Manager	Supplement No.73 code	\$106.30
MUNICIPAL CODE CORP.	City Manager	Supplement No.73 code	\$44.77
<i>MUNICIPAL CODE CORP. - Total For City Manager</i>			<i>\$151.07</i>
MUNICIPAL CODE CORP.	Engineering	Supplement No.73 code	\$75.50
<i>MUNICIPAL CODE CORP. - Total For Engineering</i>			<i>\$75.50</i>
MUNICIPAL CODE CORP.	Planning - Admin	Supplement No.73 code	\$75.50
<i>MUNICIPAL CODE CORP. - Total For Planning - Admin</i>			<i>\$75.50</i>
MUNICIPAL CODE CORP.	Police Administration	Supplement No.73 code	\$75.49
<i>MUNICIPAL CODE CORP. - Total For Police Administration</i>			<i>\$75.49</i>
MUNICIPAL CODE CORP.	Refuse - Residential	Supplement No.73 code	\$75.43
<i>MUNICIPAL CODE CORP. - Total For Refuse - Residential</i>			<i>\$75.43</i>

MUNICIPAL CODE CORP. - ALL DEPARTMENTS**\$981.49****MURDOCH'S RANCH&HOME**

MURDOCH'S RANCH&HOM	Traffic Control	Materials for Mountain Rec sign install	\$4.53
MURDOCH'S RANCH&HOM	Traffic Control	Materials for Mountain Rec sign install & parts f	\$57.69
<i>MURDOCH'S RANCH&HOME - Total For Traffic Control</i>			<i>\$62.22</i>

MURDOCH'S RANCH&HOME - ALL DEPARTMENTS**\$62.22****NATARE CORPORATION**

NATARE CORPORATION	Capital Projects Fund	Installation of Liner PV & MK	\$28,670.76
<i>NATARE CORPORATION - Total For Capital Projects Fund</i>			<i>\$28,670.76</i>

NATARE CORPORATION - ALL DEPARTMENTS**\$28,670.76****NOLAND FEED**

NOLAND FEED	Metro Animal Fund - Admin	Food	\$1,013.00
NOLAND FEED	Metro Animal Fund - Admin	Dewormer	\$25.05
<i>NOLAND FEED - Total For Metro Animal Fund - Admin</i>			<i>\$1,038.05</i>

NOLAND FEED - ALL DEPARTMENTS**\$1,038.05****NORCO, INC.**

NORCO, INC.	Fire-EMS Operations	Gloves	\$485.80
<i>NORCO, INC. - Total For Fire-EMS Operations</i>			<i>\$485.80</i>
NORCO, INC.	Hogadon - Operations	LAB/MEDICAL/DENTAL/OPHTHALMIC HOSPITAL	\$198.26
<i>NORCO, INC. - Total For Hogadon - Operations</i>			<i>\$198.26</i>
NORCO, INC.	Metro Animal Fund - Admin	BLEACH	\$79.52
NORCO, INC.	Metro Animal Fund - Admin	Detergent	\$58.15
<i>NORCO, INC. - Total For Metro Animal Fund - Admin</i>			<i>\$137.67</i>
NORCO, INC.	Parks - Parks Maint.	Safety	\$47.86
NORCO, INC.	Parks - Parks Maint.	Supplies North Casper Clubhouse	\$133.46
NORCO, INC.	Parks - Parks Maint.	Safety Jackets	\$47.86
<i>NORCO, INC. - Total For Parks - Parks Maint.</i>			<i>\$229.18</i>

NORCO, INC. - ALL DEPARTMENTS**\$1,050.91****OVERHEAD DOOR CO**

OVERHEAD DOOR CO	Balefill - Diversion & Special	Bio-Solids Door Repair	\$1,957.60
OVERHEAD DOOR CO	Balefill - Diversion & Special	Garage door openers	\$464.18
<i>OVERHEAD DOOR CO - Total For Balefill - Diversion & Special</i>			<i>\$2,421.78</i>

OVERHEAD DOOR CO - ALL DEPARTMENTS**\$2,421.78****PANTHEON LLC**

PANTHEON LLC	Balefill - Disposal & Landfill	Cleaner	\$153.80
<i>PANTHEON LLC - Total For Balefill - Disposal & Landfill</i>			<i>\$153.80</i>

PANTHEON LLC - ALL DEPARTMENTS**\$153.80****PARTSMASTER**

PARTSMASTER	Balefill - Disposal & Landfill	Torrent Partwasher	\$375.00
PARTSMASTER	Balefill - Disposal & Landfill	Torrent Partwasher	\$375.00
PARTSMASTER	Balefill - Disposal & Landfill	Torrent Partwasher	\$375.00
<i>PARTSMASTER - Total For Balefill - Disposal & Landfill</i>			<i>\$1,125.00</i>

PARTSMASTER - ALL DEPARTMENTS**\$1,125.00****PEPSI COLA OF CASPER**

PEPSI COLA OF CASPER	Ice Arena - Concessions	Concession Supplies	\$114.41
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<i>PEPSI COLA OF CASPER - Total For Ice Arena - Concessions</i>			<i>\$114.41</i>
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PEPSI COLA OF CASPER - ALL DEPARTMENTS**\$114.41****PERENNIAL ENERGY LLC**

PERENNIAL ENERGY LLC	Balefill - Disposal & Landfill	Thermocouple	\$494.18
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<i>PERENNIAL ENERGY LLC - Total For Balefill - Disposal & Landfill</i>			<i>\$494.18</i>
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PERENNIAL ENERGY LLC - ALL DEPARTMENTS**\$494.18****PETSMART #3082**

PETSMART #3082	Metro Animal Fund - Admin	TREATS	\$46.18
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<i>PETSMART #3082 - Total For Metro Animal Fund - Admin</i>			<i>\$46.18</i>
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PETSMART #3082 - ALL DEPARTMENTS**\$46.18****PIT STOP #2**

PIT STOP #2	Fire-EMS Training	Mid Winter Fire School Fuel	\$42.92
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PIT STOP #2	Fire-EMS Training	Mid Winter Fire School Fuel	\$34.43
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<i>PIT STOP #2 - Total For Fire-EMS Training</i>			<i>\$77.35</i>
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PIT STOP #2 - ALL DEPARTMENTS**\$77.35****PLAYITAGAINSP**

PLAYITAGAINSP	Ice Arena - Classes	USED MERCHANDISE STORES, SECOND HAND ST	\$63.95
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<i>PLAYITAGAINSP - Total For Ice Arena - Classes</i>			<i>\$63.95</i>
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PLAYITAGAINSP - ALL DEPARTMENTS**\$63.95****POLICE FACILITY DESI**

POLICE FACILITY DESI	Capital Projects Fund	Architect for Public Safety- Billing Error	\$19,000.00
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<i>POLICE FACILITY DESI - Total For Capital Projects Fund</i>			<i>\$19,000.00</i>
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POLICE FACILITY DESI - ALL DEPARTMENTS**\$19,000.00****PORTLAND STATE UNIVE**

PORTLAND STATE UNIVE	Police Grants Fund	Travel Expense	\$910.33
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<i>PORTLAND STATE UNIVE - Total For Police Grants Fund</i>			<i>\$910.33</i>
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PORTLAND STATE UNIVE - ALL DEPARTMENTS**\$910.33****PRINTER PROS**

PRINTER PROS	Rec Center - Admin	Printer Service, Fuser Kit	\$485.00
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<i>PRINTER PROS - Total For Rec Center - Admin</i>			<i>\$485.00</i>
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PRINTER PROS - ALL DEPARTMENTS**\$485.00****PRINTWORKS**

PRINTWORKS	Code Enforcement	Envelopes, Labels	\$1,049.11
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<i>PRINTWORKS - Total For Code Enforcement</i>			<i>\$1,049.11</i>
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PRINTWORKS - ALL DEPARTMENTS**\$1,049.11****PRISTINE AUTO SOLUTI**

PRISTINE AUTO SOLUTI	Metro Animal Fund - Admin	AUTO DETAIN	\$129.78
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<i>PRISTINE AUTO SOLUTI - Total For Metro Animal Fund - Admin</i>			<i>\$129.78</i>
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PRISTINE AUTO SOLUTI - ALL DEPARTMENTS**\$129.78****QUALITY OFFICE SOLUT**

QUALITY OFFICE SOLUT	Balefill - Disposal & Landfill	Laminating Pouches	\$46.21
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<i>QUALITY OFFICE SOLUT - Total For Balefill - Disposal & Landfill</i>			<i>\$46.21</i>
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QUALITY OFFICE SOLUT - ALL DEPARTMENTS**\$46.21****RAMSHORN CONSTRUCTIO**

RAMSHORN CONSTRUCTIO	Capital Projects Fund	Retainage Release	\$34,254.56
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<i>RAMSHORN CONSTRUCTIO - Total For Capital Projects Fund</i>			<i>\$34,254.56</i>
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RAMSHORN CONSTRUCTIO - ALL DEPARTMENTS**\$34,254.56****RECYKLING INDUSTRIAL**

RECYKLING INDUSTRIAL	Balefill - Baler Processing	Extend Ejection Rams on both B	\$13,743.30
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<i>RECYKLING INDUSTRIAL - Total For Balefill - Baler Processing</i>			\$13,743.30
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RECYKLING INDUSTRIAL - ALL DEPARTMENTS**\$13,743.30****RMI WYOMING INC**

RMI WYOMING INC	Buildings & Structures Fund	BAS Safety Supplies	\$307.20
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<i>RMI WYOMING INC - Total For Buildings & Structures Fund</i>			\$307.20
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RMI WYOMING INC - ALL DEPARTMENTS**\$307.20****ROCKY MOUNTAIN AIR S**

ROCKY MOUNTAIN AIR S	Water - Distribution	Cylinder rent	\$21.10
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ROCKY MOUNTAIN AIR S	Water - Distribution	Cylinder rental (12/21 - 1/20)	\$21.47
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<i>ROCKY MOUNTAIN AIR S - Total For Water - Distribution</i>			\$42.57
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ROCKY MOUNTAIN AIR S - ALL DEPARTMENTS**\$42.57****ROCKY MOUNTAIN POWER**

ROCKY MOUNTAIN POWER	Aquatics - Pool	Electricity	\$549.29
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<i>ROCKY MOUNTAIN POWER - Total For Aquatics - Pool</i>			\$549.29
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ROCKY MOUNTAIN POWER	Balefill - Disposal & Landfill	Electricity	\$10,252.96
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ROCKY MOUNTAIN POWER	Balefill - Disposal & Landfill	Electricity	\$573.94
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<i>ROCKY MOUNTAIN POWER - Total For Balefill - Disposal & Landfill</i>			\$10,826.90
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ROCKY MOUNTAIN POWER	Capital Projects Fund	Pro Forma Invoice WO#6579227	370,472.00
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<i>ROCKY MOUNTAIN POWER - Total For Capital Projects Fund</i>			\$370,472.00
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ROCKY MOUNTAIN POWER	Fire-EMS Administration	Electricity	\$830.37
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<i>ROCKY MOUNTAIN POWER - Total For Fire-EMS Administration</i>			\$830.37
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ROCKY MOUNTAIN POWER	Golf - Operations	Electricity	\$2,619.57
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<i>ROCKY MOUNTAIN POWER - Total For Golf - Operations</i>			\$2,619.57
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ROCKY MOUNTAIN POWER	Parks - Athletic Maint.	Electricity	\$2,572.09
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<i>ROCKY MOUNTAIN POWER - Total For Parks - Athletic Maint.</i>			\$2,572.09
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ROCKY MOUNTAIN POWER	Regional Water Operations	Electricity	\$42,461.29
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<i>ROCKY MOUNTAIN POWER - Total For Regional Water Operations</i>			<i>\$42,461.29</i>
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Electricity	\$10,903.29
<i>ROCKY MOUNTAIN POWER - Total For RWS - Booster Stations</i>			<i>\$10,903.29</i>
ROCKY MOUNTAIN POWER	Water - Tanks	Electricity	\$38.44
<i>ROCKY MOUNTAIN POWER - Total For Water - Tanks</i>			<i>\$38.44</i>
ROCKY MOUNTAIN POWER - ALL DEPARTMENTS			\$441,273.24

Rooter

Rooter	Parks - Parks Maint.	Provide/Install/Service Rented Portable Toilets	\$532.32
Rooter	Parks - Parks Maint.	Provide/Install/Service Rented Portable Toilets	\$64.56
<i>Rooter - Total For Parks - Parks Maint.</i>			<i>\$596.88</i>
Rooter - ALL DEPARTMENTS			\$596.88

S&S WORLDWIDE,

S&S WORLDWIDE,	Rec Center - Classes	HOBBY,TOY, AND GAME SHOPS	\$99.92
<i>S&S WORLDWIDE, - Total For Rec Center - Classes</i>			<i>\$99.92</i>
S&S WORLDWIDE, - ALL DEPARTMENTS			\$99.92

SAFE KIDS WORLDWIDE

SAFE KIDS WORLDWIDE	Fire-EMS Training	Busch Re-Certification	\$55.00
SAFE KIDS WORLDWIDE	Fire-EMS Training	Miller Re-Certification	\$55.00
SAFE KIDS WORLDWIDE	Fire-EMS Training	Re-Certification	\$55.00
SAFE KIDS WORLDWIDE	Fire-EMS Training	Speiser Re-Certification	\$55.00
<i>SAFE KIDS WORLDWIDE - Total For Fire-EMS Training</i>			<i>\$220.00</i>
SAFE KIDS WORLDWIDE - ALL DEPARTMENTS			\$220.00

SAFETY KLEEN SYSTEMS

SAFETY KLEEN SYSTEMS	Balefill - Diversion & Special	Pig brand Absorbent	\$945.00
SAFETY KLEEN SYSTEMS	Balefill - Diversion & Special	Absorbent	\$945.00
<i>SAFETY KLEEN SYSTEMS - Total For Balefill - Diversion & Special</i>			<i>\$1,890.00</i>
SAFETY KLEEN SYSTEMS - ALL DEPARTMENTS			\$1,890.00

SALTUS TECHNOLOGIES,

SALTUS TECHNOLOGIES,	Capital Projects Fund	Purchase 11 digiTicket Laptop Ticket Writers	\$15,521.13
<i>SALTUS TECHNOLOGIES, - Total For Capital Projects Fund</i>			<i>\$15,521.13</i>
SALTUS TECHNOLOGIES,	Police Administration	Purchase 11 digiTicket Laptop Ticket Writers	\$3,449.14
<i>SALTUS TECHNOLOGIES, - Total For Police Administration</i>			<i>\$3,449.14</i>
SALTUS TECHNOLOGIES, - ALL DEPARTMENTS			\$18,970.27

SAMS CLUB #6425

SAMS CLUB #6425	Balefill - Disposal & Landfill	OPS SUPPLIES/OTHER MATERIALS	\$129.34
<i>SAMS CLUB #6425 - Total For Balefill - Disposal & Landfill</i>			<i>\$129.34</i>
SAMS CLUB #6425	Fleet Maintenance Fund	COFFEE, SUGAR, PLATES, PLASTIC UTENSILS	\$124.92
<i>SAMS CLUB #6425 - Total For Fleet Maintenance Fund</i>			<i>\$124.92</i>
SAMS CLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$141.50
SAMS CLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$73.68
SAMS CLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$174.08
<i>SAMS CLUB #6425 - Total For Ice Arena - Concessions</i>			<i>\$389.26</i>
SAMS CLUB #6425	Ice Arena - Operations	WHOLESALE CLUBS	\$50.94
<i>SAMS CLUB #6425 - Total For Ice Arena - Operations</i>			<i>\$50.94</i>
SAMS CLUB #6425	Refuse - Residential	OPS SUPPLIES/OTHER MATERIALS	\$37.96
<i>SAMS CLUB #6425 - Total For Refuse - Residential</i>			<i>\$37.96</i>
SAMS CLUB #6425 - ALL DEPARTMENTS			\$732.42

SAMSCLUB #6425

SAMSCLUB #6425	Fire-EMS Administration	Admin Supplies	\$13.26
<i>SAMSCLUB #6425 - Total For Fire-EMS Administration</i>			<i>\$13.26</i>
SAMSCLUB #6425	Fleet Maintenance Fund	PAPER TOWELS	\$18.48
<i>SAMSCLUB #6425 - Total For Fleet Maintenance Fund</i>			<i>\$18.48</i>
SAMSCLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$155.30
SAMSCLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$184.47
SAMSCLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$36.84
SAMSCLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$178.34
SAMSCLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$223.68
SAMSCLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$26.46

SAMSCLUB #6425 - Total For Ice Arena - Concessions \$805.09

SAMSCLUB #6425 - ALL DEPARTMENTS \$836.83

SAMSCLUB.COM

SAMSCLUB.COM Fire-EMS Operations Station Supplies \$225.28

SAMSCLUB.COM Fire-EMS Operations Station Supplies \$102.04

SAMSCLUB.COM - Total For Fire-EMS Operations \$327.32

SAMSCLUB.COM Ice Arena - Concessions WHOLESale CLUBS \$204.90

SAMSCLUB.COM Ice Arena - Concessions WHOLESale CLUBS \$288.24

SAMSCLUB.COM - Total For Ice Arena - Concessions \$493.14

SAMSCLUB.COM - ALL DEPARTMENTS \$820.46

SHAMROCK ENVIRONMENT

SHAMROCK ENVIRONMENT Capital Projects Fund NPRR First Street Reach Constr 12-51 424,368.34

SHAMROCK ENVIRONMENT - Total For Capital Projects Fund \$424,368.34

SHAMROCK ENVIRONMENT - ALL DEPARTMENTS \$424,368.34

SHELL OIL 5744427920

SHELL OIL 5744427920 Fire-EMS Operations Fuel \$21.95

SHELL OIL 5744427920 - Total For Fire-EMS Operations \$21.95

SHELL OIL 5744427920 - ALL DEPARTMENTS \$21.95

SHERWIN-WILLIAMS COR

SHERWIN-WILLIAMS COR Balefill - Disposal & Landfill LDF OPS SUPPLIES \$635.80

SHERWIN-WILLIAMS COR Balefill - Disposal & Landfill Paint supplies for SW Remodel \$9.08

SHERWIN-WILLIAMS COR Balefill - Disposal & Landfill Paint Supplies for SW Remodel \$18.78

SHERWIN-WILLIAMS COR - Total For Balefill - Disposal & Landfill \$663.66

SHERWIN-WILLIAMS COR - ALL DEPARTMENTS \$663.66

SIX ROBBLEES NO

SIX ROBBLEES NO Balefill - Baler Processing AUTOMOTIVE PARTS, ACCESSORIES STORES \$307.85

SIX ROBBLEES NO - Total For Balefill - Baler Processing \$307.85

SIX ROBBLEES NO - ALL DEPARTMENTS**\$307.85****SKYLINE RANCHES**

SKYLINE RANCHES	Sewer Fund	Monthly Retail Sewer Revenue	\$974.09
SKYLINE RANCHES	Sewer Fund	Monthly Retail Sewer Revenue	\$974.09
SKYLINE RANCHES	Sewer Fund	Monthly Retail Sewer Revenue	(\$97.40)
SKYLINE RANCHES	Sewer Fund	Monthly Retail Sewer Revenue	(\$97.40)
<i>SKYLINE RANCHES - Total For Sewer Fund</i>			<i>\$1,753.38</i>
SKYLINE RANCHES	WWTP	Monthly Retail Sewer Revenue	(\$311.47)
SKYLINE RANCHES	WWTP	Monthly Retail Sewer Revenue	(\$311.47)
<i>SKYLINE RANCHES - Total For WWTP</i>			<i>(\$622.94)</i>

SKYLINE RANCHES - ALL DEPARTMENTS**\$1,130.44****SOURCE OFFICE**

SOURCE OFFICE	Balefill - Disposal & Landfill	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$65.08
<i>SOURCE OFFICE - Total For Balefill - Disposal & Landfill</i>			<i>\$65.08</i>

SOURCE OFFICE - ALL DEPARTMENTS**\$65.08****SQ SQ PEDEN'S**

SQ SQ PEDEN'S	Hogadon - Operations	Lifty coat embroidery	\$12.00
<i>SQ SQ PEDEN'S - Total For Hogadon - Operations</i>			<i>\$12.00</i>
SQ SQ PEDEN'S	Rec Center - Admin	NAMEPLATE, NAME TAG	\$36.00
<i>SQ SQ PEDEN'S - Total For Rec Center - Admin</i>			<i>\$36.00</i>

SQ SQ PEDEN'S - ALL DEPARTMENTS**\$48.00****SQ SQ STEAMBOAT DE**

SQ SQ STEAMBOAT DE	City Council	Purchased lunch for a meeting organized by Ma	\$79.45
<i>SQ SQ STEAMBOAT DE - Total For City Council</i>			<i>\$79.45</i>

SQ SQ STEAMBOAT DE - ALL DEPARTMENTS**\$79.45****SQ THE VAC SHACK/AR**

SQ THE VAC SHACK/AR	Human Resources	EMPLOYEE SERVICE RECOGNITION LUNCHEON	\$125.37
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SQ THE VAC SHACK/AR - Total For Human Resources			\$125.37
SQ THE VAC SHACK/AR - ALL DEPARTMENTS			\$125.37

STANTEC CONSULTING S

STANTEC CONSULTING S	Capital Projects Fund	CONTRACT FOR CA ON THE NPRR 1S	\$18,159.95
<i>STANTEC CONSULTING S - Total For Capital Projects Fund</i>			\$18,159.95
STANTEC CONSULTING S - ALL DEPARTMENTS			\$18,159.95

STAPLES

STAPLES	Fleet Maintenance Fund	OFFICE SUPPLIES, BINDERS, PENS, STAPLER, TAP	\$158.58
<i>STAPLES - Total For Fleet Maintenance Fund</i>			\$158.58
STAPLES	Hogadon - Admin	OFFICE SUPPLYS	\$52.55
<i>STAPLES - Total For Hogadon - Admin</i>			\$52.55
STAPLES	Refuse - Residential	STATIONARY, OFFICE AND SCHOOL SUPPLY STO	\$189.99
<i>STAPLES - Total For Refuse - Residential</i>			\$189.99
STAPLES - ALL DEPARTMENTS			\$401.12

STATE OF WY.

STATE OF WY.	Balefill - Disposal & Landfill	Annual Scale house Fee	\$25.00
<i>STATE OF WY. - Total For Balefill - Disposal & Landfill</i>			\$25.00
STATE OF WY.	Fleet Maintenance Fund	2020 Fee for Tanks- Facility 0-003393	\$1,400.00
<i>STATE OF WY. - Total For Fleet Maintenance Fund</i>			\$1,400.00
STATE OF WY. - ALL DEPARTMENTS			\$1,425.00

SUPERIOR INDUSTRIAL

SUPERIOR INDUSTRIAL	Fleet Maintenance Fund	Annual Inspection	\$5,013.86
<i>SUPERIOR INDUSTRIAL - Total For Fleet Maintenance Fund</i>			\$5,013.86
SUPERIOR INDUSTRIAL - ALL DEPARTMENTS			\$5,013.86

SUTHERLANDS 2219

SUTHERLANDS 2219	Balefill - Disposal & Landfill	Door Locking Hardware for Solid Waste Remode	\$79.94
<i>SUTHERLANDS 2219 - Total For Balefill - Disposal & Landfill</i>			\$79.94

SUTHERLANDS 2219 - ALL DEPARTMENTS**\$79.94****SWI, LLC**

SWI, LLC	Balefill - Disposal & Landfill	Fencing	\$1,305.00
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<i>SWI, LLC - Total For Balefill - Disposal & Landfill</i>			<i>\$1,305.00</i>
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SWI, LLC - ALL DEPARTMENTS**\$1,305.00****TARGET**

TARGET	Human Resources	EMPLOYEE SERVICE RECOGNITION LUNCHEON	\$524.98
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<i>TARGET - Total For Human Resources</i>			<i>\$524.98</i>
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TARGET - ALL DEPARTMENTS**\$524.98****THE ARC OF NATRONA C**

THE ARC OF NATRONA C	Capital Projects Fund	1%#16 Funding The Arc of Natro	\$2,916.67
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<i>THE ARC OF NATRONA C - Total For Capital Projects Fund</i>			<i>\$2,916.67</i>
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THE ARC OF NATRONA C - ALL DEPARTMENTS**\$2,916.67****THE HOME DEPOT**

THE HOME DEPOT	Buildings & Structures Fund	BAS Shop Supplies	\$20.97
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<i>THE HOME DEPOT - Total For Buildings & Structures Fund</i>			<i>\$20.97</i>
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THE HOME DEPOT	Hogadon - Operations	Furnace Filters	\$23.70
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THE HOME DEPOT	Hogadon - Operations	Patrol Furnace Filter	\$4.74
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THE HOME DEPOT	Hogadon - Operations	Patrol Furnace Filters	(\$23.70)
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<i>THE HOME DEPOT - Total For Hogadon - Operations</i>			<i>\$4.74</i>
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THE HOME DEPOT	Traffic Control	Materials for signal repairs	\$33.51
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THE HOME DEPOT	Traffic Control	Self tapping screws for signal repairs	\$16.56
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<i>THE HOME DEPOT - Total For Traffic Control</i>			<i>\$50.07</i>
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THE HOME DEPOT - ALL DEPARTMENTS**\$75.78****THOMSON WEST TCD**

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	\$140.43
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THOMSON WEST TCD - Total For City Attorney			\$1,500.06
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THOMSON WEST TCD - ALL DEPARTMENTS			\$1,500.06
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TOP OFFICE PRODUCTS

TOP OFFICE PRODUCTS	WWTP - Operations	Printing/Copier Maintenance Dec. 2019	\$163.20
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<i>TOP OFFICE PRODUCTS - Total For WWTP - Operations</i>			<i>\$163.20</i>
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TOP OFFICE PRODUCTS - ALL DEPARTMENTS			\$163.20
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TRACTOR SUPPLY CO

TRACTOR SUPPLY CO	Water - Distribution	J hooks for 274	\$25.98
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<i>TRACTOR SUPPLY CO - Total For Water - Distribution</i>			<i>\$25.98</i>
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TRACTOR SUPPLY CO - ALL DEPARTMENTS			\$25.98
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TREE STUFF.COM

TREE STUFF.COM	Parks - Urban Foetry	Safety Hard Hats	\$620.24
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<i>TREE STUFF.COM - Total For Parks - Urban Foetry</i>			<i>\$620.24</i>
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TREE STUFF.COM - ALL DEPARTMENTS			\$620.24
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TRETO CONST.

TRETO CONST.	Water	Retainage Acct. 59014555	\$1,079.33
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<i>TRETO CONST. - Total For Water</i>			<i>\$1,079.33</i>
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TRETO CONST.	Water - Tanks	W Casper Zone 2 15-59	157,590.67
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<i>TRETO CONST. - Total For Water - Tanks</i>			<i>\$157,590.67</i>
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TRETO CONST. - ALL DEPARTMENTS			\$158,670.00
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TRI STATE OIL RECLAI

TRI STATE OIL RECLAI	Balefill - Diversion & Special	Antifreeze pickup-disposal	\$205.75
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<i>TRI STATE OIL RECLAI - Total For Balefill - Diversion & Special</i>			<i>\$205.75</i>
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TRI STATE OIL RECLAI - ALL DEPARTMENTS			\$205.75
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TRIHYRO CORP.

TRIHYDRO CORP.	Capital Projects Fund	EPA Brownfields- Petroleum	\$7,239.75
TRIHYDRO CORP.	Capital Projects Fund	EPA Brownfields- Hazardous	\$852.00
<i>TRIHYDRO CORP. - Total For Capital Projects Fund</i>			<i>\$8,091.75</i>
TRIHYDRO CORP. - ALL DEPARTMENTS			\$8,091.75

TYLER TECHNOLOGIES I

TYLER TECHNOLOGIES I	Balefill - Disposal & Landfill	Payroll Accrual Balances Conversion	\$30.00
<i>TYLER TECHNOLOGIES I - Total For Balefill - Disposal & Landfill</i>			<i>\$30.00</i>
TYLER TECHNOLOGIES I	Capital Projects Fund	Brazos	\$11,959.00
TYLER TECHNOLOGIES I	Capital Projects Fund	Payroll Accrual Balances Conversion	\$517.50
<i>TYLER TECHNOLOGIES I - Total For Capital Projects Fund</i>			<i>\$12,476.50</i>
TYLER TECHNOLOGIES I	Refuse - Residential	Payroll Accrual Balances Conversion	\$45.00
<i>TYLER TECHNOLOGIES I - Total For Refuse - Residential</i>			<i>\$45.00</i>
TYLER TECHNOLOGIES I	Regional Water Operations	Payroll Accrual Balances Conversion	\$7.50
<i>TYLER TECHNOLOGIES I - Total For Regional Water Operations</i>			<i>\$7.50</i>
TYLER TECHNOLOGIES I	Sewer Fund - Collection	Payroll Accrual Balances Conversion	\$37.50
<i>TYLER TECHNOLOGIES I - Total For Sewer Fund - Collection</i>			<i>\$37.50</i>
TYLER TECHNOLOGIES I	Water - Distribution	Payroll Accrual Balances Conversion	\$82.50
<i>TYLER TECHNOLOGIES I - Total For Water - Distribution</i>			<i>\$82.50</i>
TYLER TECHNOLOGIES I	WWTP - Operations	Payroll Accrual Balances Conversion	\$30.00
<i>TYLER TECHNOLOGIES I - Total For WWTP - Operations</i>			<i>\$30.00</i>
TYLER TECHNOLOGIES I - ALL DEPARTMENTS			\$12,709.00

UGA CONTINUING EDUCA

UGA CONTINUING EDUCA	Finance	Training courses- University of Georgia Lynn Rec	\$499.00
UGA CONTINUING EDUCA	Finance	Training Courses- University of Georgia Christa	\$499.00
UGA CONTINUING EDUCA	Finance	Training Courses- University of Georgia Cheryl	\$499.00
<i>UGA CONTINUING EDUCA - Total For Finance</i>			<i>\$1,497.00</i>
UGA CONTINUING EDUCA - ALL DEPARTMENTS			\$1,497.00

USPS PO 5715580945

USPS PO 5715580945	Rec Center - Admin	MAILED PHILLIP MOYA CONTRACT OVERNIGHT	\$25.50
<i>USPS PO 5715580945 - Total For Rec Center - Admin</i>			<i>\$25.50</i>

USPS PO 5715580945 - ALL DEPARTMENTS**\$25.50****VCN WYDOTIFTAIRP**

VCN WYDOTIFTAIRP Fleet Maintenance Fund TRANSFER LICENSE PLATE FEE \$12.25

VCN WYDOTIFTAIRP - Total For Fleet Maintenance Fund \$12.25**VCN WYDOTIFTAIRP - ALL DEPARTMENTS****\$12.25****VERIZON WIRELESS**

VERIZON WIRELESS Buildings & Structures Fund December 2019 \$80.02

VERIZON WIRELESS Buildings & Structures Fund November 2019 \$80.04

VERIZON WIRELESS - Total For Buildings & Structures Fund \$160.06

VERIZON WIRELESS Code Enforcement December 2019 \$164.15

VERIZON WIRELESS - Total For Code Enforcement \$164.15**VERIZON WIRELESS - ALL DEPARTMENTS****\$324.21****VERMEER SALES & SERV**

VERMEER SALES & SERV Capital Projects Fund Vehicles and wheeled equipment \$61,985.00

VERMEER SALES & SERV - Total For Capital Projects Fund \$61,985.00**VERMEER SALES & SERV - ALL DEPARTMENTS****\$61,985.00****VIEWPOINT GOVERNMENT**

VIEWPOINT GOVERNMENT Code Enforcement USER LICENSE FEES FOR VIEWPERMIT \$1,911.01

VIEWPOINT GOVERNMENT - Total For Code Enforcement \$1,911.01

VIEWPOINT GOVERNMENT Engineering USER LICENSE FEES FOR VIEWPERMIT \$545.99

VIEWPOINT GOVERNMENT - Total For Engineering \$545.99**VIEWPOINT GOVERNMENT - ALL DEPARTMENTS****\$2,457.00****VISTAR ROCKY MOUNTAI**

VISTAR ROCKY MOUNTAI Ice Arena - Concessions NON-DURABLE GOODS NOT ELSEWHERE CLASSI \$196.78

VISTAR ROCKY MOUNTAI - Total For Ice Arena - Concessions \$196.78**VISTAR ROCKY MOUNTAI - ALL DEPARTMENTS****\$196.78**

VRC COMPANIES LLC

VRC COMPANIES LLC	Human Resources	Nov. 2019	\$83.00
<i>VRC COMPANIES LLC - Total For Human Resources</i>			<i>\$83.00</i>
VRC COMPANIES LLC	Police Administration	January Fee	\$112.50
<i>VRC COMPANIES LLC - Total For Police Administration</i>			<i>\$112.50</i>
VRC COMPANIES LLC	Public Safety Communication	December Fee	\$74.00
<i>VRC COMPANIES LLC - Total For Public Safety Communications</i>			<i>\$74.00</i>
VRC COMPANIES LLC - ALL DEPARTMENTS			\$269.50

VZWRLSS MY VZ VB P

VZWRLSS MY VZ VB P	Regional Water Operations	WTP Operator Cell Phone	\$26.78
<i>VZWRLSS MY VZ VB P - Total For Regional Water Operations</i>			<i>\$26.78</i>
VZWRLSS MY VZ VB P - ALL DEPARTMENTS			\$26.78

WAL-MART #1617

WAL-MART #1617	Ice Arena - Concessions	GROCERY STORES, SUPERMARKETS	\$37.80
<i>WAL-MART #1617 - Total For Ice Arena - Concessions</i>			<i>\$37.80</i>
WAL-MART #1617	Metro Animal Fund - Admin	VINEGAR	\$6.88
<i>WAL-MART #1617 - Total For Metro Animal Fund - Admin</i>			<i>\$6.88</i>
WAL-MART #1617 - ALL DEPARTMENTS			\$44.68

WESTERN WYOMING LOCK

WESTERN WYOMING LOCK	Meter Services	Six padlocks for curbstops	\$111.00
<i>WESTERN WYOMING LOCK - Total For Meter Services</i>			<i>\$111.00</i>
WESTERN WYOMING LOCK - ALL DEPARTMENTS			\$111.00

WESTLAND PARK-RED BU

WESTLAND PARK-RED BU	Sewer Fund	Monthly Retail Sewer Revenue	\$3,391.00
WESTLAND PARK-RED BU	Sewer Fund	Monthly Retail Sewer Revenue	(\$341.60)
WESTLAND PARK-RED BU	Sewer Fund	Monthly Retail Sewer Revenue	\$3,416.00
WESTLAND PARK-RED BU	Sewer Fund	Monthly Retail Sewer Revenue	(\$339.10)
<i>WESTLAND PARK-RED BU - Total For Sewer Fund</i>			<i>\$6,126.30</i>

WESTLAND PARK-RED BU	WWTP	Monthly Retail Sewer Revenue	(\$891.01)
WESTLAND PARK-RED BU	WWTP	Monthly Retail Sewer Revenue	(\$891.01)
<i>WESTLAND PARK-RED BU - Total For WWTP</i>			<i>(\$1,782.02)</i>
WESTLAND PARK-RED BU - ALL DEPARTMENTS			\$4,344.28

WESTSIDE ANIMAL HOSP

WESTSIDE ANIMAL HOSP	Metro Animal Fund - Admin	VETERINARY SERVICES	\$936.88
WESTSIDE ANIMAL HOSP	Metro Animal Fund - Admin	VETERINARY SERVICES	\$905.83
<i>WESTSIDE ANIMAL HOSP - Total For Metro Animal Fund - Admin</i>			<i>\$1,842.71</i>
WESTSIDE ANIMAL HOSP - ALL DEPARTMENTS			\$1,842.71

WLC ENGINEERING - SU

WLC ENGINEERING - SU	Capital Projects Fund	Ridgecrest Zone 2-3 Waterline	\$1,519.39
WLC ENGINEERING - SU	Capital Projects Fund	Design & CA for Morad Park to Walmart 18-050	\$4,906.25
<i>WLC ENGINEERING - SU - Total For Capital Projects Fund</i>			<i>\$6,425.64</i>
WLC ENGINEERING - SU	Engineering	Land Surveying	\$1,321.00
<i>WLC ENGINEERING - SU - Total For Engineering</i>			<i>\$1,321.00</i>
WLC ENGINEERING - SU	Water - Distribution	Ridgecrest Zone 2-3 Waterline	\$3,906.99
<i>WLC ENGINEERING - SU - Total For Water - Distribution</i>			<i>\$3,906.99</i>
WLC ENGINEERING - SU	Water - Tanks	W Casper Zone 2	\$10,587.05
<i>WLC ENGINEERING - SU - Total For Water - Tanks</i>			<i>\$10,587.05</i>
WLC ENGINEERING - SU - ALL DEPARTMENTS			\$22,240.68

WY. DEPT. OF TRANSP

WY. DEPT. OF TRANSP	Capital Projects Fund	Bryan Stock Trail 09-27	\$53.21
<i>WY. DEPT. OF TRANSP - Total For Capital Projects Fund</i>			<i>\$53.21</i>
WY. DEPT. OF TRANSP - ALL DEPARTMENTS			\$53.21

WY. MEDICAL CENTER

WY. MEDICAL CENTER	Police Administration	Medical- Confidential	\$522.30
<i>WY. MEDICAL CENTER - Total For Police Administration</i>			<i>\$522.30</i>
WY. MEDICAL CENTER - ALL DEPARTMENTS			\$522.30

WYOMING STATE BAR

WYOMING STATE BAR	City Attorney	MEMBERSHIP ORGANIZATIONS NOT ELSEWHER	\$181.00
<i>WYOMING STATE BAR - Total For City Attorney</i>			<i>\$181.00</i>

WYOMING STATE BAR - ALL DEPARTMENTS **\$181.00**

WYOMING STEEL & RECY

WYOMING STEEL & RECY	Balefill - Baler Processing	Hand Rail	\$147.61
<i>WYOMING STEEL & RECY - Total For Balefill - Baler Processing</i>			<i>\$147.61</i>

WYOMING STEEL & RECY	Refuse - Recycling	Recycling	\$4,483.20
<i>WYOMING STEEL & RECY - Total For Refuse - Recycling</i>			<i>\$4,483.20</i>

WYOMING STEEL & RECY - ALL DEPARTMENTS **\$4,630.81**

XEROX CORPORATION

XEROX CORPORATION	Engineering	January Copy Fee	\$35.42
XEROX CORPORATION	Engineering	January Copier	\$185.66
<i>XEROX CORPORATION - Total For Engineering</i>			<i>\$221.08</i>

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

YOUTH CRISIS CENTER

YOUTH CRISIS CENTER	Capital Projects Fund	1%#16 Funding Youth Crisis Cen	\$17,452.50
<i>YOUTH CRISIS CENTER - Total For Capital Projects Fund</i>			<i>\$17,452.50</i>

YOUTH CRISIS CENTER - ALL DEPARTMENTS **\$17,452.50**

CITYWIDE BILLS AND CLAIMS TOTAL

\$2,045,582.45

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

SUBMITTED BY (Finance Dir) _____ DATE _____

DULY AUDITED BY (City Manager) _____ DATE _____

APPROVED BY (Mayor) _____ DATE _____

CITY of CASPER, WYOMING
 BILLS and CLAIMS ADDENDUM
 Council Meeting
 02/04/20

Payroll Disbursements

Total Payroll **\$** **-**

Additional Accounts Payable

1/16/2020	Prewrits: Reimbursement, Petty Cash, Utility Refunds		
	Carl Krugler	\$	115.35
	First Interstate Bank- Petty Cash	\$	196.91
	Solber, Jeff	\$	6.15
	Craft, Tiesha	\$	14.47
	Oliver, Lindsey	\$	16.90
	Koenig, Ryan	\$	41.57
	Can Do Company	\$	29.76
	Advanced Line System	\$	38.66
		<u>\$</u>	<u>459.77</u>
1/22/20	Additional P-Cards for BOA Payment (report attached)	\$	76,585.27
1/23/20	Prewrits: Utility Refunds, Loan Fee, Reissue Employee Check		
	Emilio R. Gomez III		233.74
	State of Wy.- Office of Statelands and Investments	\$	40,000.00
	Toshach, Dominic	\$	31.34
	Mcghee, Christina		54.97
	Huber, Fern	\$	350.45
	Coleman, Connie	\$	34.88
	Track Utilities	\$	85.00
	Granite Peak Construction	\$	60.00
		<u>\$</u>	<u>40,850.38</u>

Total Additional AP **\$** **117,895.42**

January 21, 2020

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

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

SUBJECT: Public Hearing Date for a New Microbrewery Liquor License No. 6 for Mountain Hops Brewhouse, LLC d/b/a Mountain Hops Brewhouse, Located at 612 North Beverly Street.

Meeting Type & Date
Regular Council Meeting
February 4, 2020

Action type
Public Hearing
Minute Action

Recommendation

That Council, by minute action, consider the application for a new microbrewery liquor license No. 6 for Mountain Hops Brewhouse, LLC d/b/a Mountain Hops Brewhouse, located at 612 North Beverly Street.

Summary

An application has been received requesting a new microbrewery liquor license No. 6 for Mountain Hops Brewhouse, LLC d/b/a Mountain Hops Brewhouse, located at 612 North Beverly Street. If approved, this license could be effective in the new liquor license period starting April 1, 2020. However, this building is undergoing renovations that are not scheduled to be complete until May of 2020, and then the license cannot be issued until the health license and the brewer's license are obtained.

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

City will receive \$500 if this license is approved.

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: \$ 500.00 Prorated Fee: \$ _____ Transfer Fee: \$ _____ Publishing Fee: \$ _____

Local License #: Microbrew #6 Date filed with clerk: 12 11 19 Advertising Dates: (2 Weeks) 01/22/2020 & 01/24/2020 Hearing Date: 02 1 04 2020

Publishing Fee Direct Billed to Applicant:

License Term: 04 / 01 / 2020 Through 03 / 31 / 2021
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: Mountain Hops Brewhouse LLC

Trade/Business Name (dba): Mountain Hops Brewhouse

Building to be licensed/Building Address: 612 North Beverly Street
Number & Street

Casper WY 82609 Natrona
City State Zip County

Mailing Address: 612 North Beverly Street
Number & Street or P.O. Box

Casper WY 82609
City State Zip

Business Telephone Number: (307) 277-7696 Fax Number: ()

E-Mail Address: mountainhopsbrewhouse@gmail.com

Brief legal description and the zoning of the licensed building or site for licensed building: W.S. 12-4-102 (a) (vi)
Lot 34 and 35 Block 13 in the East Burlington Edition Zone M1

FILING FOR <input checked="" type="checkbox"/> NEW LICENSE <input type="checkbox"/> TRANSFER OF LOCATION	FILING IN (CHOOSE ONLY ONE) <input checked="" type="checkbox"/> CITY OF: <u>Casper</u> <input type="checkbox"/> COUNTY OF: _____	FILING AS (CHOOSE ONLY ONE) <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 _____
<input type="checkbox"/> TRANSFER OWNERSHIP FORMERLY HELD BY: _____	<input type="checkbox"/> ASSIGNMENT LETTER ATTACHED	

TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

<input type="checkbox"/> RETAIL LIQUOR LICENSE ON-PREMISE ONLY (BAR) <input type="checkbox"/> OFF-PREMISE ONLY (PACKAGE STORE) <input type="checkbox"/> COMBINATION ON/OFF PREMISE (BOTH BAR & PACKAGE STORE)	<input type="checkbox"/> RESTAURANT LIQUOR LICENSE <input type="checkbox"/> RESORT LIQUOR LICENSE <input type="checkbox"/> BAR AND GRILL <input type="checkbox"/> LIMITED RETAIL (CLUB) <input type="checkbox"/> VETERANS CLUB <input type="checkbox"/> FRATERNAL CLUB <input type="checkbox"/> GOLF CLUB <input type="checkbox"/> SOCIAL CLUB	<input checked="" 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 <input type="checkbox"/> 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 Dec

SEASONAL/PART-TIME DAYS OF WEEK (e.g. Mon through Sat) from _____ to _____

NON-OPERATIONAL/PARKED HOURS OF OPERATION (e.g. 10a - 2a) from _____ to _____

ALL APPLICANTS MUST COMPLETE QUESTIONS 1- 6

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

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

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

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

(A) When the lease expires, located on page 1 paragraph 3 of lease.

(B) Where the Sales provision for alcoholic or malt beverages is located, on page 1 paragraph 5 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 filling 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?
Eric Magnuson						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

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

7. BAR AND GRILL LICENSE:

Have you submitted a valid food service permit or application? W.S. 12-4-413 (a)

 YES NO**8. RESTAURANT LICENSE:**(a) Give a description of the dispensing room(s) and state where it is located in the building. W.S. 12-4-408 (b)
(e.g. 10 x 12 room in SE corner of building): _____

(b) Have you submitted a valid food service permit or application? W.S. 12-4-407 (a)

 YES NO

(c) Have you attached a drawing of the establishment that includes the restaurant dispensing room(s)? W.S. 12-4-410 (f)

 YES NO**9. RESORT LICENSE:**

Does the resort complex:

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

(b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii)

 YES NO(c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms?
W.S. 12-4-401(b)(iii) YES NO(d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended 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 NO1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g) YES NO2. 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).

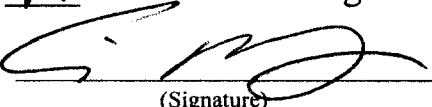
OATH OR VERIFICATION

(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)

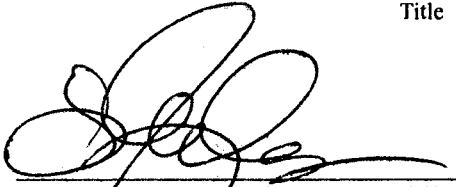
Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

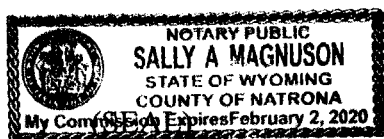
STATE OF WYOMING)
COUNTY OF Natrona) SS.

Signed and sworn to before me on this 12 day of Dec, 2019 that the facts alleged in the foregoing instrument are true by the following:

1)	 (Signature)	<u>Eric Magnuson</u> (Printed Name)	<u>Owner</u> Title
2)	_____ (Signature)	_____ (Printed Name)	_____ Title
3)	_____ (Signature)	_____ (Printed Name)	_____ Title
4)	_____ (Signature)	_____ (Printed Name)	_____ Title
5)	_____ (Signature)	_____ (Printed Name)	_____ Title
6)	_____ (Signature)	_____ (Printed Name)	_____ Title

Witness my hand and official seal:


Signature of Notary Public
2/2/2020



68 My commission expires: 2/2/2020

AFFIDAVIT OF WEBSITE PUBLICATION

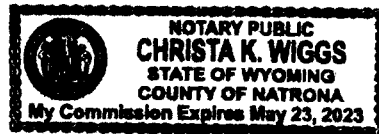
State of Wyoming)
County of Natrona)

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 01/22/2020 and ended on 02/05/2020 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 - Loatch Date: 1/21/2020

Title: Licensing Specialist



Scribed in my presence and sworn before me on this

21st day of January, 2020

Christa K. Wiggs

Provide to City of Casper Central Records

NEW MICROBREWERY LIQUOR LICENSE

An application for a new Microbrewery Liquor License No. 6, Mountain Hops Brewhouse, LLC d/b/a Mountain Hops Brewhouse, located at 612 North Beverly Street has been received in this office. Public Hearing on said application will be held on February 4, 2020, at 6:00 p.m. in the City Council Chambers at 200 North David, Casper, Wyoming.

ORDINANCE NO. 1-20

AN ORDINANCE AMENDING SECTION 10.24.020 OF THE CASPER MUNICIPAL CODE PERTAINING TO FORTY MILE PER HOUR SPEED ZONES

WHEREAS, speed data along Metro Road supports raising the speed limit from 30 miles per hour to 40 miles per hour.

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

That Section 10.24.020 of Chapter 10.24 of the Casper Municipal Code is hereby amended to add an additional paragraph "C" which reads as follows:

C. Metro Road from Bryan Stock Trail to Station Road.

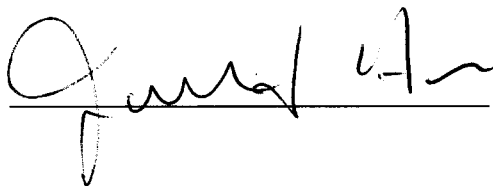
This Ordinance shall become in full force and effect upon passage on third reading and publication.

PASSED on 1st reading the 7th day of January 2020.

PASSED on 2nd reading the 21st day of January 2020.

PASSED, APPROVED AND ADOPTED on 3rd and final reading the ____ day of _____, 2020.

APPROVED AS TO FORM:



CITY OF CASPER, WYOMING

ATTEST:

A Municipal Corporation

Fleur D. Tremel
City Clerk

Steven K. Freel
Mayor

10.24.010 - Twenty mile per hour speed zones.

The following areas shall be designated as twenty mile per hour speed zones:

- A. Beginning at the point of intersection of "E" Street with Center Street, which is the northwesterly corner of the area described, thence easterly along the northern border of "E" Street extended in an easterly direction to the imaginary intersection of Park Street, thence southerly along the eastern border of Park Street to 3rd Street, thence westerly along the southern border of 3rd Street to Collins Drive; thence westerly along the southern border of Collins Drive to Durbin Street; thence southerly along the eastern border of Durbin Street to 6th Street, thence westerly along the southern border of 6th Street to Ash Street, thence northerly along the western border of Ash Street to Midwest Avenue, thence westerly to the west edge of Spruce Street, thence to the extended projection of the intersection of Spruce Street with West "C" Street and West 1st, thence northerly along the west side of West "C" Street to West "BC" Street to the extended intersection of West "BC" Street with Center Street, thence northerly along the western border of Center Street to the point of beginning;
- B. Columbine from Daffodil to Honeysuckle.
- C. South Conwell Street from East 1st Street to East 5th Street; East 2nd Street from South Park Street to South Conwell Street; East 5th Street from South McKinley Street to South Conwell Street; all streets between South McKinley Street and South Conwell Street; and East 2nd Street and East 5th Street.

(Ord. 12-00 § 1, 2000; Ord. 2-88 (part); Ord. 88-87, 1987; prior code § 24-30)

(Ord. No. 22-09, § 1, 11-3-2009; Ord. No. 3-19, 3-5-2019)

10.24.020 - Forty mile per hour speed zones.

The following areas shall be designated as forty mile per hour speed zones:

- A. Bryan Stock Trail from K Street to Amoco Road.

(Ord. 2-88 (part), 1988; prior code § 24-30(1))

ORDINANCE NO. 2-20

AN ORDINANCE APPROVING A ZONE CHANGE FOR A 2.8-ACRE PORTION OF TRACT 4, NORTH PLATTE RIVER PARK ADDITION, GENERALLY LOCATED AT THE CORNER OF EVENTS DRIVE AND NORTH POPLAR STREET, NORTH OF WILKINS WAY, FROM PH (PARK HISTORIC) TO C-4 (HIGHWAY BUSINESS)

WHEREAS, after a public hearing on September 19, 2019, the City of Casper Planning and Zoning Commission, by a 2-3 vote, failed to pass a motion recommending that the City Council approve a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business); and,

WHEREAS, pursuant to Section 17.12.170(E) of the Casper Municipal Code, if a zone change is denied, the Commission shall state, in writing, the reasons for its decision. Decisions of the Commission to deny a zone change may be appealed to the City Council, in writing, within ten calendar days from the date of the written decision, pursuant to Section 17.12.170(G) of the Casper Municipal Code; and,

WHEREAS, the Commission's written decision is dated September 26, 2019, and the applicant provided a written appeal to the City dated September 27, 2019; and,

WHEREAS, the governing body of the City of Casper finds that the Planning and Zoning Commission's decision to deny the zone change should be overturned, and the above-described zone change should be approved.

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

SECTION 1:

That a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business), is hereby approved.

SECTION 2:

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

PASSED on 1st reading the 7th day of January, 2020.

PASSED on 2nd reading the 21st day of January, 2020.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the ____ day of _____, 2020.

APPROVED AS TO FORM:

Walker Tremel

ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Steven K. Freel
Mayor

September 13, 2019

MEMO TO: Bob King, Chairman
Members of the Planning and Zoning Commission

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

SUBJECT: **PLN-19-025-Z**- Petition for a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business). Applicant: East Elkhorn Ranch, LLC

Recommendation:

If, after hearing public testimony, and considering the facts of the case, the Planning and Zoning Commission finds that the proposed zone change meets the minimum requirements of the Casper Municipal Code, and is in conformance with the Comprehensive Land Use Plan, staff would recommend approval of the zone change, with a “do pass” recommendation to the City Council.

Code Compliance:

Staff has completed all public notice requirements of Section 17.12.170 of the Casper Municipal Code pertaining to zone changes including notification of property owners within 300 feet by first class mail, posting a sign on the property, and publishing legal notice in the Casper Star-Tribune. At this time, three letter of opposition has been received, and has been included for the Commission’s consideration.

Summary:

East Elkhorn Ranch, LLC has applied for a zoning classification change of a 2.8-acre parcel of property located at the corner of Events Drive and North Poplar Street, directly east of the Central Wyoming Counseling Center property. The subject property is currently zoned PH (Park Historic) and the applicants have requested that it be rezoned to C-4 (Highway Business). The property is currently undeveloped.

This property was acquired by the applicant, from the City, several years ago in a land trade. In that the property is no longer under City ownership, the PH (Park Historic) zoning of the property is no longer appropriate, and hinders the future development of the property. Surrounding zoning in the area includes C-4 (Highway Business) to the south, and PH (Park Historic) on all other sides. According to the zone change application submitted by the applicant, upon approval of the rezoning, the lot will be listed for sale.

Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported. The Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The subject property is located in a transition area between the area to the south designated as a “community center” and the area to the north, which is designated as “Parks and Open Space.” Page 4-33 of the Plan provides general characteristics of areas designated as community centers. Primary land uses include retail, trade, service uses and offices with supporting multifamily residential.

Chapter Three (3) of the Plan provides principles and goals. Principles and goals that may be applicable to the requested zone change are as follows:

Principle ECH1 – **Balanced Uses:** Encourage a balance of land uses and provide adequate space and distribution for all uses across the community through identified and planned locations (Pg. 3-5)

Goal ECH1-2 – **Commercial and Employment Space:** Promote the redevelopment of underutilized commercial and industrial space to accommodate new uses. (Pg. 3-5)

Section 17.76.020 of the Municipal Code lists the following land uses as being permitted in the proposed C-4 (Highway Business) zoning district.

1. Animal shelters, animal clinics, and animal boarding and treatment centers;
2. Assembly of devices or instruments, or packaging of products from previously prepared materials;
3. Automobile parks;
4. Automobile sales and repair areas and shops;
5. Automobile service stations, automobile service centers, and public garages;
6. Bed and breakfast;
7. Bed and breakfast homestay;
8. Bed and breakfast inn;
9. Builders' supply yards;
10. Churches;
11. Clubs and lodges;
12. Commercial dairies (excluding dairy farms);
13. Commercial laundries;
14. Convenience establishment, high volume;
15. Dance studios;
16. Day-care, adult;
17. Child care center;

18. Family child care center - zoning review;
19. Family child care home;
20. Family child care home - zoning review;
21. Drive-in/through facilities such as restaurants, package liquors, branch banks, etc.;
22. Farm implement sales and service;
23. Frozen food lockers;
24. Greenhouses;
25. Grocery stores;
26. Group homes;
27. Heliports;
28. Homes for the homeless (emergency shelters);
29. Hotels, motels;
30. Kennels;
31. Manufactured home (mobile) sales;
32. Medical laboratories, clinics, health spas, rehabilitation centers, real estate brokers, insurance agents, and public health facilities;
33. Nurseries;
34. Offices, general and professional;
35. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities;
36. Pawn shops;
37. Personal service shops;
38. Pet supplies;
39. Plumbing, welding, electrical supply, service shops, and fabrication shops;
40. Printing and newspaper houses;
41. Public utility and public service installations and facilities, including repair and storage facilities;
42. Radio and television stations, including transmitting and receiving towers;
43. Recreation centers, restaurants, cafes, coffee shops, and retail business;
44. Retail businesses;
45. Sale barns;
46. Trade or business schools;
47. Transportation depots;
48. Truck/car stops;
49. Warehouses, indoor and outdoor storage.
50. Sexually oriented businesses, pursuant to all regulations set forth in Section 9.24.110 of the municipal code;
51. Neighborhood assembly uses;
52. Regional assembly uses;
53. Branch community facilities;
54. Neighborhood grocery.

**PLANNING AND ZONING MEETING
THURSDAY, September 19, 2019
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at www.casperwy.gov on the Meetings and Agendas web page. The Planning and Zoning Commission held a meeting at 6:00 p.m., on Thursday September 19, 2019, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Bob King
 Fred Feth
 Chuck Davis
 Susan Frank
 Terry Wingerter

Absent Members: Randy Hein
 Erik Aune

Others present: Liz Becher, Community Development Director
 Craig Collins, City Planner
 Dee Hardy, Administrative Support Technician
 Wallace Trembath, Assistant City Attorney
 Bob Hopkins, Council Liaison
 Ken Bates, Councilman
 Tassma Powers, 441 Landmark Drive, Suite 100
 Michelle Thompson, 721 La Hacienda
 Kent Katz, 911 Stafford
 Tyler Currence, 2575 Clark Fork Lane, Missoula, Montana

I. MINUTES OF THE PREVIOUS MEETINGS

Chairman King asked if there were additions or corrections to the minutes of the August 15, 2019 Planning & Zoning Commission meeting.

Chairman King called for a motion to approve the minutes of the August 15, 2019 Planning & Zoning Commission meeting.

Mr. Davis made a motion to approve the minutes of the August 15, 2019 meeting. The motion was seconded by Mr. Wingerter. All those present voted aye. Motion carried.

II. PUBLIC HEARING

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

PLN-19-025-Z- Petition for a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business). Applicant: East Elkhorn Ranch, LLC.

Tassma Powers, 441 Landmark Drive, Suite 100, asked Chairman King if the case could be postponed at any time during the presentation.

Chairman King deferred the question to Wallace Trembath, Assistant City Attorney.

Mr. Trembath advised Chairman King that was at his discretion.

Chairman King advised the applicant that the decision to postpone should be made before the presentation.

Ms. Powers stated they will go ahead with the request for a zone change this evening.

Craig Collins, City Planner presented the staff report and entered eight (8) exhibits into the record for this case.

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

Michelle Thompson, 721 La Hacienda, spoke in favor of this case.

Mr. Wingerter asked if the land was currently for sale, and if there had been any discussions about what type of business would be located on the property.

Ms. Thompson advised that a medical facility would be the applicant's preferred choice. She stated that the land cannot be sold until the zoning is changed from Park Historic (PH) to another zoning classification.

Mr. Davis stated that the City owns the Event Center and National Historic Trails Center, and asked what preservation will be taken to keep the land use compatible. Are there covenants to back up what you would like to put in there?

Ms. Thompson stated that there are not any covenants, currently the land is undeveloped and zoned Park Historic (PH). She advised that she would defer to the future owners to follow the rules.

Chairman King asked if here was anyone wishing to speak in favor or opposition to this case.

Kent Katz, 991 Stafford, spoke in opposition to this case. He made the suggestion of C-3 (Central Business) zoning for the property.

Mr. Wingerter asked for examples of businesses that are permitted in the C-3 (Central Business) zoning district.

Mr. Katz stated that C-3 (Central Business) allows restaurants, hotels, offices including professional and medical. He stated any one of those would be compatible with existing businesses located in the area.

Chairman King asked that the map showing the current zoning be put up on the screen.

Mr. Davis asked Ms. Thompson for clarification regarding covenants, and was her answer “no” there are not any?

Ms. Thompson replied that there were not any covenants.

There being no others to speak, Chairman King closed the public hearing and entertained a motion to approve, deny, or table PLN-19-025-Z a request for a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business).

Mr. Wingerter made a motion to deny case PLN-19-025-Z.

Mr. Trembath asked if motions could be framed in the affirmative for discussion purposes. The Planning and Zoning Commission rules requires affirmative votes to pass something.

Mr. Wingerter withdrew his motion.

Mr. Feth asked staff if there was another zoning classification that would be appropriate at this location.

Mr. Collins advised that C-4 (Highway Business) exists in the area, C-2 (General Business), HM (Hospital Medical) or OB (Office Business). He noted that C-3 (Central Business) is a downtown zoning classification. He recommended that if the Commission wants to head in the direction of a different zoning classification, he would ask that they continue the case to allow for proper notification.

Ms. Frank made a motion to approve case PLN-19-025-Z, a request for a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business) for discussion purposes. The motion was seconded by Mr. Davis.

Chairman King asked staff if the zoning for this property must change because it cannot remain Park Historic (PH), as it is privately owned?

Mr. Trembath stated that the zoning could remain PH (Park Historic), but that would limit the uses for the property.

Chairman King advised the Commissioners to be cautious of a spot zoning. Zoning an area for a specific reason as opposed to what fits in the area according the comprehensive land use plan.

Mr. Collins stated that he anticipated the spot zoning question being discussed, and he handed out the Municipal Code definition of spot zoning.

Mr. Trembath asked Chairman King to read the definition into the record.

Chairman King read “spot zoning” means the singling out of a particular property or small groups of properties for different treatment from that accorded to similar surrounding land; which is contrary to the general pattern of zoning in the surrounding geographic area and is not in accordance with the comprehensive plan; and, which is designed solely for the economic benefit of the owner of the property receiving special treatment.

Chairman King asked for comments or discussion. There were none.

Chairman King asked members of the Commission to cast their vote. Chairman King and Ms. Frank voted aye. Mr. Feth, Mr. Wingerter and Mr. Davis voted nay. Motion failed.

Mr. Collins advised that in the case of zoning, a denial ends with the Planning and Zoning Commission. He stated that the applicant has ten (10) days to file an appeal with City Council.

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

PLN-19-026-Z – Petition for a zone change of 1.65-acres, generally located at the northwest corner of SW Wyoming Blvd and South Coffman Avenue,

described as Tract A, Garden Creek Square Addition, from Planned Unit Development (PUD) to General Business (C-2). Applicant: Housing Solutions, LLC, and JVG, LLC.

Craig Collins, City Planner presented the staff report and entered five (5) exhibits into the record for this case.

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

Tyler Currence, Housing Solutions, 2575 Clark Fork Lane, Missoula, Montana, spoke in favor of this case, and made a presentation about the project.

Mr. Davis asked if the square footage of a one (1) bedroom apartment would be 600 square feet and a two (2) bedroom would be 762 square feet.

Mr. Currence replied that Mr. Davis was correct.

Mr. Wingerter inquired if the apartments would be low income, but stated that it would not affect his decision whether they were or not.

Mr. Currence stated the apartments would be for the 55 and up age group, and have 4-5 ADA Units.

Ms. Frank clarified that they would be income-based apartments and not market rate.

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

There being no one to speak, Chairman King closed the public hearing and entertained a motion to approve, deny, or table PLN-19-026-Z a request for a zone change of 1.65-acres, generally located at the northwest corner of SW Wyoming Blvd and South Coffman Avenue, described as Tract A, Garden Creek Square Addition, from Planned Unit Development (PUD) to General Business (C-2).

Mr. Wingerter made a motion to approve case PLN-19-026-Z, a request for a zone change of 1.65-acres, generally located at the northwest corner of SW Wyoming Blvd and South Coffman Avenue, described as Tract A, Garden Creek Square Addition, from Planned Unit Development (PUD) to General Business (C-2). The motion was seconded by Mr. Feth. All those present voted aye. Motion carried.

III. COUNCIL ACTIONS:

The following item(s) have been approved by the City Council since the last Planning and Zoning Commission meeting.

Zone Change of 442 North Lennox to C-2 (General Business)

Zone Change of 1014 Glenarm Street (former North Casper Elementary School) to C-2 (General Business)

IV. SPECIAL ISSUES:

There were none.

V. COMMUNICATIONS:

A. Commission:
There were none.

B. Community Development Director:
Liz Becher invited the Commission to attend the Coffee Talk, scheduled for Wednesday, October 2, 2019, 7:00 a.m., Council Chambers. Mayor, Charlie Powell and Carter Napier, City Manager will give a presentation about Opportunity Zone Funding. They have been in Washington D.C., meeting with the State of Wyoming congressional delegates as well as other federal agencies. She mentioned the CENSUS officially begins March 2, 2020 and the local CENSUS office will be hosting an open house Friday, October 4, 2019. She advised that the City uses CENSUS information daily.

Chairman King stated that the Community benefits from a complete count.

C. Council Liaison:
Councilman Hopkins had no update.

D. OYD and Historic Preservation Commission Liaisons
Fred Feth stated that the last meeting held September 26, 2019, there was an update on the Midwest Avenue street reconstruction. A Build Grant will be submitted for the Walnut to South Poplar Street. The former Plains Furniture building proposal shows there will be retail and residential. Final approval by City Council has been postponed to Tuesday, October 15, 2019. The livery stable will be torn down.

Casper Historic Preservation

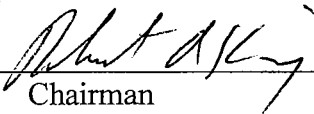
Mr. Wingerter stated that at the last meeting the Strategic Plan was reviewed and changes were discussed with the consultant.

- E. Other Communications:
There were none.

Chairman King stated that the next Planning and Zoning Commission meeting will be held Thursday, October 17, 2019.

VI. ADJOURNMENT

Chairman King called for a motion for the adjournment of the meeting. A motion was made by Ms. Frank and seconded by Mr. Wingerter to adjourn the meeting. All present voted aye. Motion carried. The meeting was adjourned 6:59 p.m.

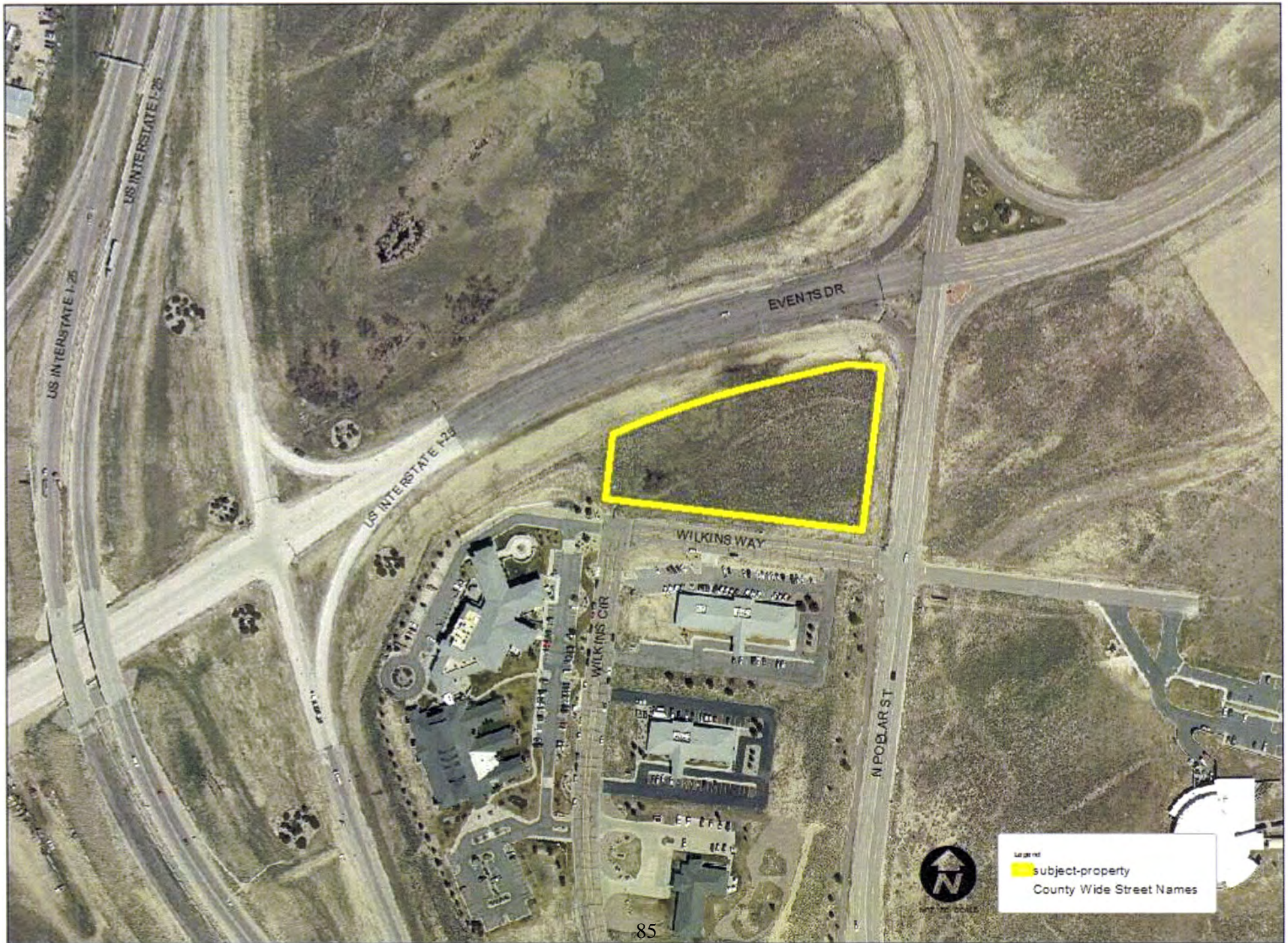


Chairman

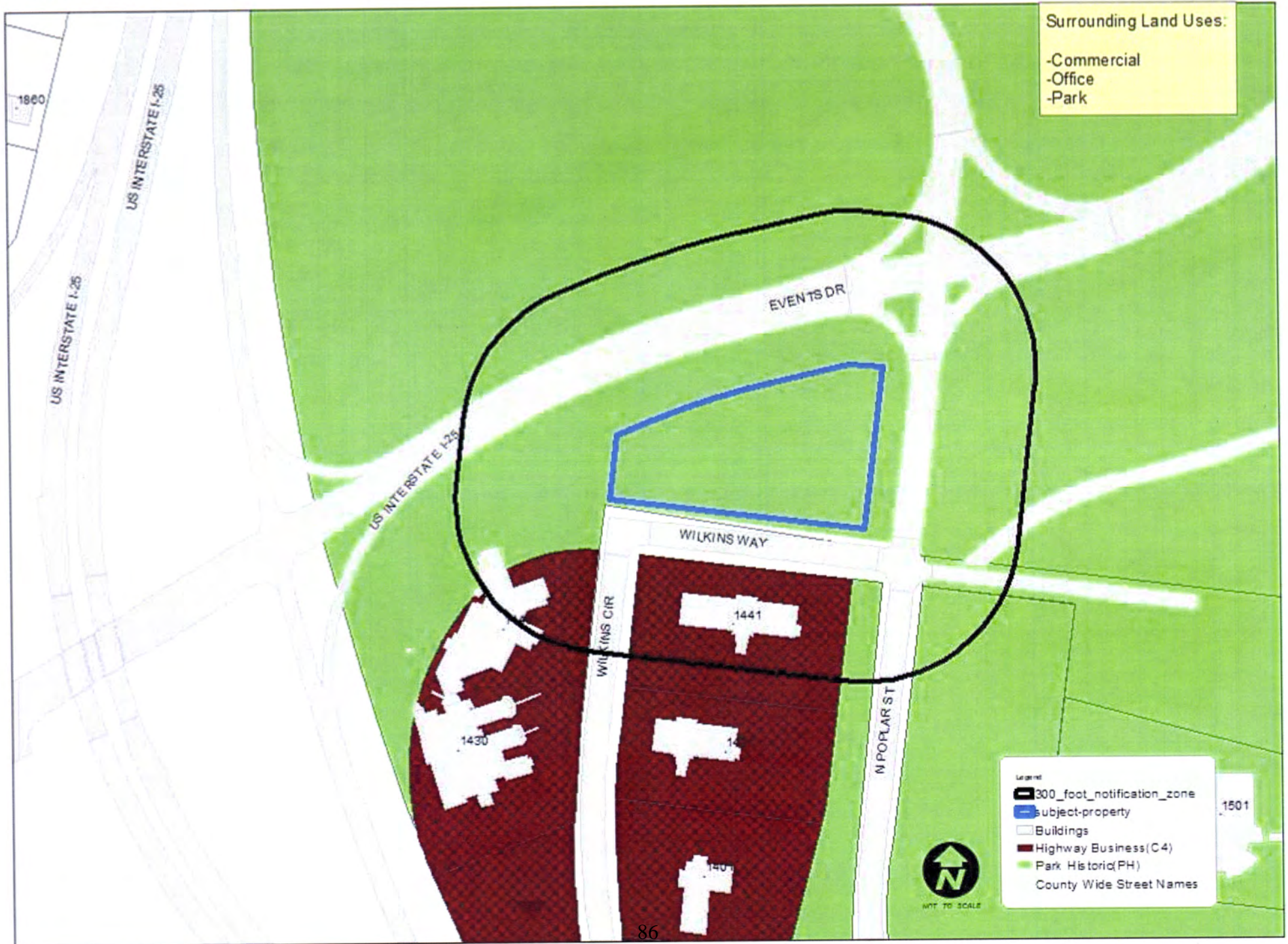


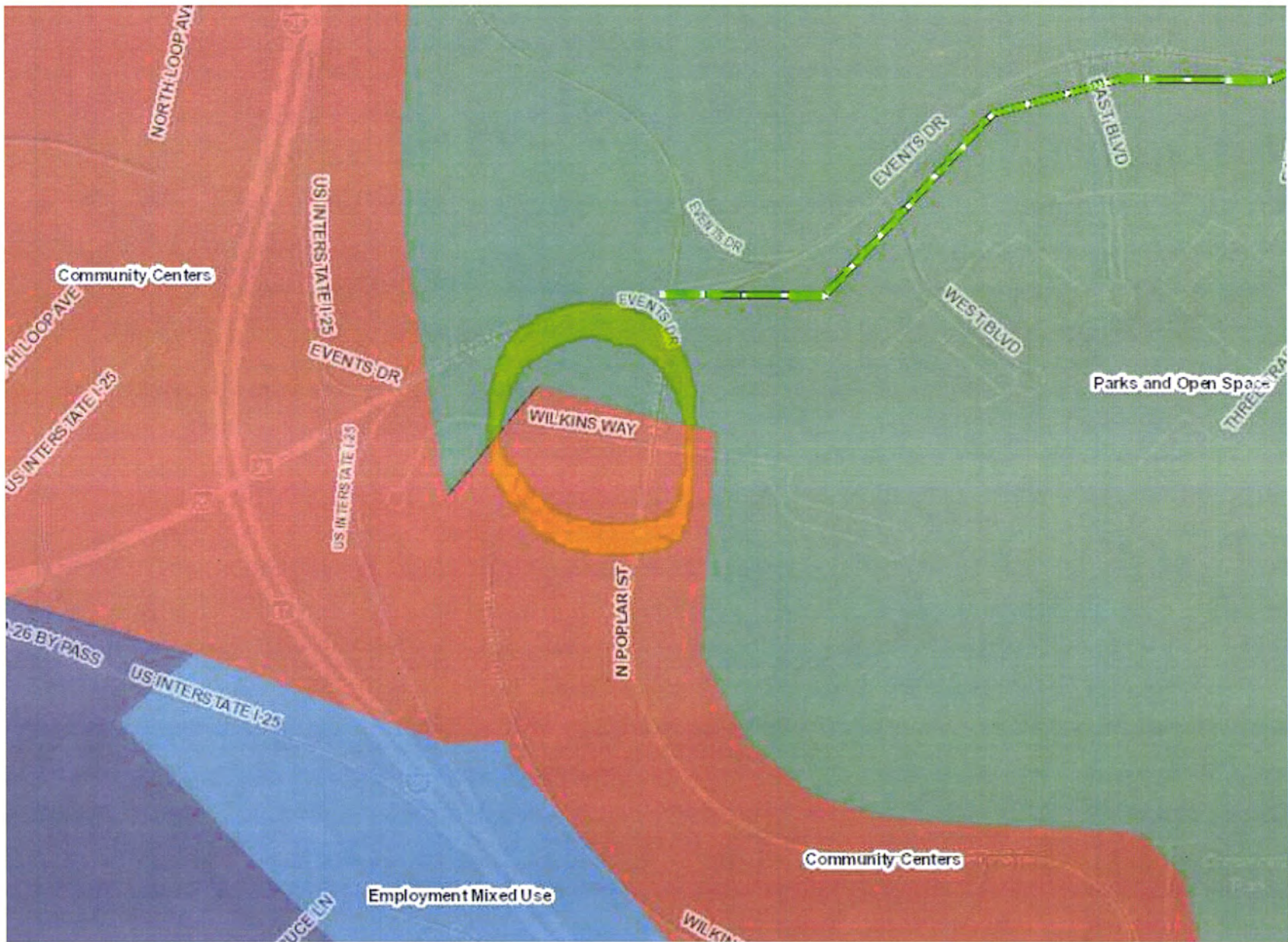
Secretary

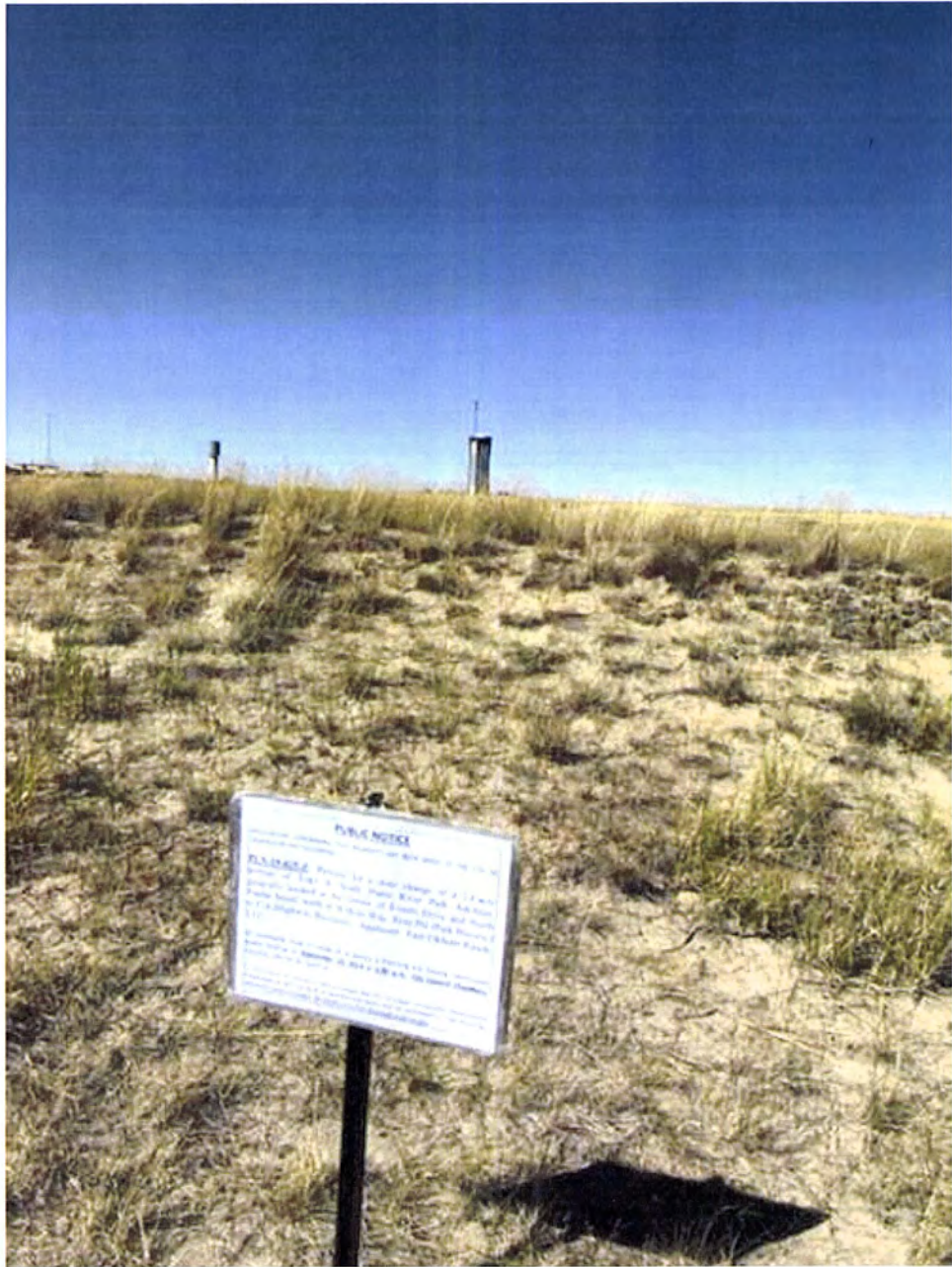
Wilkins Rezone



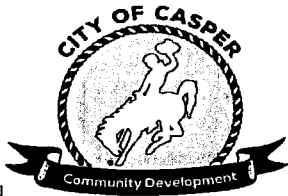
Wilkins Rezone











City of Casper Planning Division

Zone Change Application

OWNER/PETITIONER'S INFORMATION:

NAME: East Elkhorn Ranch, LLC
ADDRESS: 441 Landmark Dr., Ste 100 Casper WY 82601
TELEPHONE: 307-234-0583 EMAIL: Mthompson@mcMurry.net

PETITION THE CITY TO REZONE THE FOLLOWING DESCRIBED REAL PROPERTY:

LEGAL DESCRIPTION: Part of Tract 4, North Platte River Park Addit (2.8 acres)
STREET ADDRESS: Corner of Events Drive + Poplar St. (North)
FROM EXISTING ZONING DISTRICT: Park Historic District
TO PROPOSED ZONING DISTRICT: C-4 Highway Business

UPON THE REZONING OF THE ABOVE DESCRIBED REAL PROPERTY, I (WE) PROPOSE TO USE THE PROPERTY FOR THE FOLLOWING PURPOSES (BRIEF STATEMENT OF FACTS AND JUSTIFICATION FOR REZONING):

Upon rezoning this lot, we will list it for sale, focusing on marketing it to commercial business prospects such as medical, hotel/motel and other approved uses, keeping consistent with the neighboring properties which include counseling centers, medical clinic, surgical center and financial institutions.

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

SIGNATURE OF PROPERTY OWNER: [Signature]

SIGNATURE OF PROPERTY OWNER: _____

DATE: 7/15/2019

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

- COMPLETE SUBMITTAL NEEDS TO INCLUDE:
- COMPLETED APPLICATION INCLUDING ORIGINAL SIGNATURES
 - PROOF OF OWNERSHIP
 - \$750 APPLICATION FEE (NON-REFUNDABLE)

FOR OFFICE USE ONLY:
DATE SUBMITTED:
7/30/19
REC'D BY: [Signature]

CITY OF CASPER, WYOMING
PLANNING AND ZONING COMMISSION
PUBLIC HEARING

SEPTEMBER 19, 2019

NOTICE OF DECISION

Case PLN-19-025-Z

The Planning and Zoning Commission of the City of Casper held a public hearing at 6:00 p.m., September 19, 2019, in the City Council Chambers, City Hall, 200 North David, Casper, Wyoming, to consider the following:

PLN-19-025-Z- Petition for a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business). Applicant: East Elkhorn Ranch, LLC

Having considered the evidence and testimony presented at the public hearing, the Planning and Zoning Commission does not approve the zone change, for lack of four (4) affirmative votes in favor.

SUMMARY:

1. East Elkhorn Ranch, LLC petitioned the Planning and Zoning Commission for a Zone Change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business).
2. The petition for the requested Zone Change was dated July 30, 2019, at least thirty (30) days prior to the Planning and Zoning Commission public hearing, as required by the Casper Municipal Code.
3. Property owners within a three hundred (300) foot radius of the perimeter of the property were notified by first class mail, of the date, time, and place of the public hearing, at least fifteen days prior to the hearing date, as required in Section 17.12.170(B) of the Casper Municipal Code.
4. The property was posted, and a public notice was published in the Casper Star Tribune, as required in Section 17.12.170(C) of the Casper Municipal Code.

CONCLUSIONS OF LAW:

Based on the evidence and testimony presented at the public hearing, and in full consideration of all laws and adopted plans of the City of Casper, the Commission has jurisdiction over the proposed Zone Change pursuant to Section 17.12.170 of the Casper Municipal Code Zoning Ordinance of the City of Casper. NOW, THEREFORE, the Planning and Zoning Commission hereby **denies** the requested zone change by a vote of two (2) in favor, and three (3) against, because the zone change to C-4 (Highway Business) would allow land uses that could be detrimental to the existing land uses in the surrounding area.

DATED this 26th day of September, 2019.

APPROVED AS TO FORM:

Walter Truett

CITY OF CASPER
PLANNING AND ZONING COMMISSION

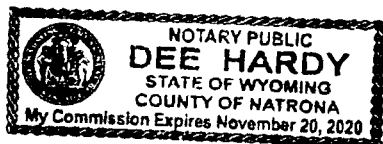
By: Bob King
Bob King, Chairman

By: Liz Becher
Liz Becher, Secretary

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 26th day of September, 2019, by Bob King as Chairman of the Planning and Zoning Commission of the City of Casper.

(Seal)

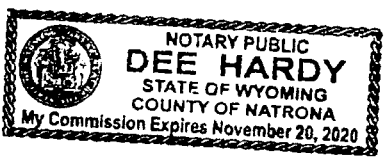


Dee Hardy
(Signature of notarial officer)

Notary
Title (and Rank)

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 26th day of September, 2019, by Liz Becher as Secretary of the Planning and Zoning Commission of the City of Casper.



(Seal)

Dee Hardy
(Signature of notarial officer)

Notary
Title (and Rank)



SEP - 9 2019

ASSOCIATES, P.C.
Raoul Joubran, MD, PC Kent D. Katz, MD
Phillip T. Krmpotich, MD, Jonathan Ted Parrack, DO

Sept 9, 2019

RE: PLN-19-025-Z

To Whom It May Concern:

I am Kent D. Katz, M.D, a partner in Gastroenterology Associates and Sterling Surgical Center. Both are located in the same building, which is across Wilkins Way from the Track 4, North Platte River Park Addition. We received notification of a proposed zoning change for the site from Park Historic to C-4 Highway Business. We strongly encourage the Planning and Zoning Commission to vote against this proposal. Instead, we would encourage the commission to re-zone the neighborhood, including the site in question, to C-3 Central Business.

While the neighborhood is currently zoned C-4, the north end of Wilkin's Circle has developed into an upscale medical complex with two state-of-the-art surgical centers, a counselling center, and an inpatient hospital. A quick drive through the area would demonstrate the beautiful landscaping and architecture of these facilities. These represent a significant capital investment, and obviously we'd like to protect that investment. We fear that many of the C-4 options would detract from the neighborhood and hence reduce the value of these facilities.

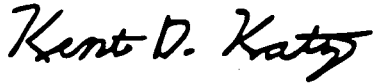
Far more importantly, we'd like to ensure that these facilities can continue to function. Wyoming is a significantly medically underserved state. These facilities offer services not readily available throughout the state. For example, Wyoming rates dead last in colon cancer screening (pun intended). Screening colonoscopies can both prevent and detect this cancer, while still in a curable stage. Sterling Surgical Center helps to save the lives of central Wyomingites on a daily basis.

A big fear would be the opening of a truck stop across the street. It is an ideal location, as it is at the junction of I-25 and the heavy truck traffic from Rawlins. It is one of only two freeway exits in Casper that has four lanes, and the only one that is available. A truck stop, where several dozen trucks are idling would produce a significant amount of diesel fumes. Our operating rooms are required to exchange the air six times an hour. Our air intake is at the preferred location, on the top of the surgical center. Exchanging air in our operating rooms with diesel fumes could become a health hazard and force us to close for the day, or possibly shut down the facility. I would argue that we need more colon cancer screening centers more than we need truck stops. This same fear would apply with any other facility that produces fumes from that site.

While we are concerned about what business is located in the site, we are also concerned about any associated activity that may indirectly accompany that business. Surgical centers are seen as narcotic depositories. Indeed, on several occasions, we have had attempted break-ins. Any facility that would be used for drug deals would attract unwanted attention to our center. I could also see how having drug deals going down just outside a drug rehab center would significantly impact patient recovery, and reduce its effectiveness. Again, the nature of the business that occupies that site will affect more than property values, it could easily affect the abilities of these sophisticated medical facilities to provide care to the people of Casper, and the surrounding area.

For these reasons, I ask the Commission to deny the change in zoning request. However, I would also encourage the Commission to pursue changing the neighborhood zoning to C-3. This would still allow significant commercial opportunity for the site without limiting our ability to conduct business.

Sincerely,

A handwritten signature in black ink that reads "Kent D. Katz". The signature is written in a cursive, slightly slanted style.

Kent D. Katz, M.D.

Sept 12, 2019

To: dhardy@casperwy.gov

RE: PLN-19-025-Z

SEP 12 2019

Good Afternoon,

My name is Kevin M. Hazucha, LCSW-R. I am the Chief Executive Officer of Central Wyoming Counseling Center (CWCC) located at 1430 Wilkins Circle here in Casper. CWCC provides outpatient and residential behavioral health services to members of the community regardless of insurance status or ability to pay. It is one of the two largest such centers in the state and provides a variety of critical services to a highly vulnerable client population. I very recently became aware of a proposed zoning change for the site from Park Historic to C-4 Highway Business. We strongly encourage the Planning and Zoning Commission to vote against this proposal.

While the neighborhood is currently zoned C-4, the north end of Wilkin's Circle has developed into an upscale medical complex that includes our center (CWCC), two state-of-the-art surgical centers and an inpatient hospital. A quick drive through the area would demonstrate the beautiful landscaping and consumer friendly architecture of these facilities. These represent a significant investment, and obviously we'd like to preserve our services to the community. We fear that many of the C-4 options would detract from the neighborhood and hence reduce the value of these facilities.

Far more importantly, we'd like to ensure that these facilities can continue to function as highly valuable resources to our community. Wyoming is a severely underserved state in terms of both medical and behavioral health services. These facilities offer services not readily available throughout the state.

A significant problem would be presented by many kinds of businesses that the proposed change in the zoning status would allow. For instance, the opening of a truck stop across the street would create serious issues as would any other establishment that might serve alcohol or produce the exhaust fumes that a truck stop would create. We at CWCC are providing treatment to many individuals with serious substance abuse problems who are working towards avoiding environments that would be allowed by the C-4 designation. You may be aware that Wyoming's suicide rate is now #2 per capita in our nation and we need to protect and expand on services such as ours, not imperil them.

While we are concerned about which businesses may be located in the site, we are also concerned about any associated activity that may indirectly accompany those businesses. Any facility that could potentially result in an increase in drug trafficking would attract unwanted attention to our center as well as the aforementioned medical facilities in our neighborhood. Any drug traffic just outside a drug rehab center would significantly impact patient recovery and reduce its effectiveness. Again, the nature of the business that occupies that site will affect more than property values, it could easily affect the abilities of these sophisticated medical and behavioral health facilities to provide care to the people of Casper, and the surrounding area.

For all of these reasons, I ask the Commission to deny the change in zoning request. Our vital services to the community could otherwise be at risk.

Kevin M. Hazucha
LCSW-R
4536 East 21st
Street
Casper, WY
82609

SEP 12 2019

Dee Ann Hardy

From: Anita's iPad <adodds@bresnan.net>
Sent: Thursday, September 12, 2019 4:33 PM
To: Dee Ann Hardy
Subject: Wilkins Rezone

Dear Planning Comission,

This email is in regards to the proposed zone change of Tract 4, North Platte River Park Addition. Please DO NOT permit a zone change. The three businesses (Central Wyoming Counseling, Gastroenterology Associates, and Wyoming Center For Sight), that would be most affected by the proposed change are located in professional buildings that reflect well on the Casper community. They are beautifully landscaped and are an asset to their surroundings. A highway business is not an appropriate neighbor to this group of medical practices. It is unfair to change existing zoning that could negatively impact this well established area.

Thank you for your consideration,

Sincerely,
Anita Dodds

Sent from my iPad

EAST ELKHORN RANCH, LLC

441 Landmark Drive, Suite 100

Casper, Wyoming 82601

307-234-0583

SEP 30 2019

September 27, 2019

The Honorable Charles Powell
City of Casper Mayor
200 N. David
Casper, WY 82601

Dear Mayor Powell:

Cc: Planning & Zoning Commission Decision Regarding PLN-19-025-Z

East Elkhorn Ranch, LLC, as Petitioner in PLN-19-025-Z, hereby provides notice of its Appeal to the City of Casper of the Planning and Zoning Commission's decision at the public hearing on Thursday, September 19, 2019 ("Decision"). Petitioner respectfully requests Council grant PLN-19-025-Z and change the zoning on the 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way ("subject parcel") from Park Historic to C-4.

In April of 2015, East Elkhorn Ranch, LLC acquired the subject parcel in a multi-parcel, multi-party trade with the City of Casper that enabled the City to proceed with the development of the Casper Mountain Outdoor Center. The *Real Estate Trade Agreement* and subsequent Closing Settlement Statements gave the City of Casper credit in the amount of \$790,000 for the 2.8-acre parcel, said amount is purported to be the appraised value of the subject property. The zoning of said parcel is not indicated in any of the documents and East Elkhorn Ranch, LLC does not have a copy of the appraisal. The owner of East Elkhorn Ranch, LLC accepted the appraised value. The total value of the property the City received versus what it traded had a shortfall of \$188,000, which the owner of East Elkhorn Ranch, LLC agreed to treat as a donation. See *Real Estate Trade Agreement* and related Settlement Statements, which are not attached but should be in the City records.

East Elkhorn Ranch, LLC determined that the 2.8-acre parcel should be sold and listed the property for sale in 2019. As part of that process, it was discovered that the property was zoned Park Historic and accordingly, the property could not be used for anything other than a park, golf course, cemetery, public utility, school and other consistent uses. Thus, with its current zoning, the parcel has an estimated value of \$182,952 to \$243,936, which is significantly less than its appraised value at the time of the land trade (approximately \$550,000 less). East Elkhorn Ranch,

LLC has no desire to maintain the property as Park Historic and is unable to sell it for a reasonable sum without a zoning change.

As a result, East Elkhorn Ranch, LLC reviewed the surrounding area to determine a zoning designation that was consistent with the neighboring parcels. All of the parcels adjacent to the Wilkins Circle are zoned C-4 (except for a parcel that is owned by the City). The remaining parcels surrounding the subject parcel are owned by the City and remain zoned Park Historic. See *Map of Subject Area*, attached hereto and incorporated by reference herein. Accordingly, East Elkhorn Ranch, LLC proceeded to seek a zone change to C-4, which is the zoning of the entire Wilkins Circle area. *Id.*

East Elkhorn Ranch, LLC, submitted a Petition for a zone change pursuant to Chapter 17.12.170 regarding a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business). The Petition was submitted on a form approved by the city and in compliance with the Ordinance. The City Planner then reviewed the petition and proceeded to follow the requirements of the Ordinance. At the time of the public hearing the City Planner's Office had "completed all public notice requirements of Section 17.12.170 of the Casper Municipal Code pertaining to zone changes." See *Memo to Bob King, Chairman* dated September 13, 2019, page 1, which is attached hereto and incorporated by reference herein. Accordingly, written notice was sent to "property owners within a 300 feet by first class mail, posted a sign on the property, and publishing legal notice in the Casper Star-Tribune." *Id.*

Prior to the Public Hearing the City Planner provided East Elkhorn Ranch, LLC copies of the three letters submitted in opposition to the Petition. The source of the opposition appears to be tenants of or parties related to the owners of neighboring properties: Anita Dodds; Kevin M. Haucha, CEO of Central Wyoming Counseling Center; and Kent D. Katz, partner in Gastroenterology Associates and Sterling Surgical Center. Only Kent D. Katz spoke against the Petition at the Public Hearing.

All three opposing property owners/representatives' property is zoned C-4 (Highway Business). However, the gist of all three opponents' position to the zoning change is that a zoning change from Park Historic to C-4 would potentially negatively impact the value of their facilities and their ability to function. There were stated concerns about the types of businesses that are allowed in C-4 and the associated activity that those types of businesses may encourage. See *Sept 9, 2019 correspondence from Kent D. Katz; Sept 12, 2019 correspondence from Kevin M. Hazucha; September 12, 2019 email from Anita Dodds*, attached hereto and incorporated by reference herein.

The opposition characterizes the "north end of Wilkin's Circle as an upscale medical complex" and refers to a well-established area. *Id.* However, this position ignores the reality that these parcels are surrounded by vacant, privately-owned land that is already zoned C-4, a brewery and a bar. See *Map of Subject Area*. Furthermore, the opposition developed their property knowing that it was zoned C-4 and the permitted uses available to C-4 property owners. The opposition's

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position that the said parcel zoning change from PH to C-4 threatens the value of their facilities ignores the reality of the current zoning and the existing uses and potential uses in that area.

Kent D. Katz seemingly relies on the greater uses allowed if the area (and the subject parcel) was zoned C-3. However, a zone change for the entire area was not before the Commission, or before the City. Furthermore, several of the illicit uses that cause Katz concern are allowable in C-3.

The Commission denied the Petition for zone change during the Public Hearing. No reasons were given as part of the denial and no writing has been received to date by the Petitioner. Chairman King did recite Petitioner's right to appeal the Decision. The City Attorney did contact Petitioner and provide the City of Casper Ordinance cite for the appeal. In support of this Appeal, Petitioner provides the following:

The City of Casper Ordinance Section 17.04.010 sets forth the authority for its adoption of Title 17 to the city's code and states that it is established for "promotion of the health, safety, and general welfare of the community in accordance with the comprehensive plan". Section 17.08.010 defines "Comprehensive plan" or "comprehensive land use plan" as "the general plan for land use, transportation, and community facilities prepared and maintained by the commission and adopted by the council." In 2017, the City of Casper adopted the *Generation Casper Comprehensive Plan* as the comprehensive land use plan governing its decisions.

Currently, the parcel is zoned Park Historic and is adjacent to an area around Wilkins Circle that is zoned C-4 and City-owned property that is zoned Park Historic. Although there is no requirement that only City of Casper own Park Historic parcels, there is no commercial development available on a Park Historic parcel. See Section 17.56.020 – PH Park Historic Permitted Uses. Accordingly, the zoning must change for a private entity to realize the full value of the traded parcel.

The City of Casper's authority in regard to planning and zoning is derived from Wyoming statutes. See Wyo. Stat. §§ 15-1-501 and 15-1-601 *et seq.* (2018). Wyoming statute requires that municipalities adopt a master plan for the development of the municipality. Wyo. Stat. § 15-1-503(a)(2018). That authority allows for zoning regulations consistent with the provisions of § 15-1-601 and the master plan.

It is the City's function to determine what zoning is most appropriate to this parcel consistent with the Casper Municipal Code and Comprehensive Use Plan (*Generation Casper Comprehensive Plan*). The City delegates this function to the Planning and Zoning Commission in an advisory capacity. It is ultimately the responsibility of the City Council to make the decision.

The Wyoming Supreme Court recognized that zoning ordinances are in derogation of the common law and deprive property owners of a land use that would otherwise be lawful. *Snake River Brewing Company, Inc. v. Town of Jackson*, 39 P.3d 397, 404 (Wyo. 2002). Accordingly, "the general rule is to construe zoning ordinances strictly in favor of the property owner." *Id.*

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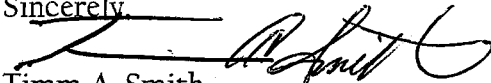
The Petitioner is requesting a zone change to C-4, which is entirely consistent with the current zoning in that area. It is consistent with the surrounding uses and parcels along Wilkins Circle. The opponents to the Petition base their opposition on the speculative potential uses that a property owner could develop for the subject parcel. However, each and every privately-owned parcel in that area could use their property as set forth in C-4. There are many vacant/undeveloped parcels along Wilkins Circle (Petitioner counts five such parcels) that are currently zoned C-4 and could develop their property for those uses that concern the opponents. It is wholly arbitrary for the City to also deny the Petition to change this property from PH to C-4 given that the C-4 designation is the zoning for the neighboring private property.

The Decision implies that the Commission is comfortable with violating the general zoning principle of a comprehensive, master plan. The Decision treats the subject parcel differently than its neighbors. The only neighbor that is zoned Park Historic is the City itself. This Decision results in the parcel being "spot" zoned. The Ordinances define "Spot zoning" as "the singling out of a particular property or small groups of properties for different treatment from that accorded to similar surrounding land; which is contrary to the general pattern of zoning in the surrounding geographic area and is not in accordance with the comprehensive plan; and, which is designed solely for the economic benefit of the owner of the property receiving special treatment." Chapter 17.08.010

In this matter, the property that is receiving special treatment is the opposition. Petitioner is requesting that it be treated the same as its privately-owned neighbors. The opposition is requesting that Petitioner be held to a different standard solely for the oppositions' economic benefit. The opposition wants to protect the value of their parcels. Any other reason given is just a distraction from their primary purpose. Opponent Katz admitted during the Public Hearing that he inquired in purchasing the subject parcel. He has an economic benefit to keeping the zoning PH in that it keeps the value of the subject parcel low and he can purchase it for less. The Decision, if allowed to stand, results in a violation of the zoning Ordinances and Wyoming law. The City Council should grant the Petition and allow the subject property to be zoned C-4 like the neighboring properties.

The City of Casper is able to substitute its judgment for the Planning and Zoning Commission and should do so in this matter. It was never intended that East Elkhorn Ranch, LLC would own this 2.8-acre parcel and be limited to a Park Historic zoning designation. The parcel's zoning should change and a designation of C-4, that is the same zoning as all of the privately-owned neighboring parcels, is most appropriate and consistent with the Master Plan.

Sincerely,

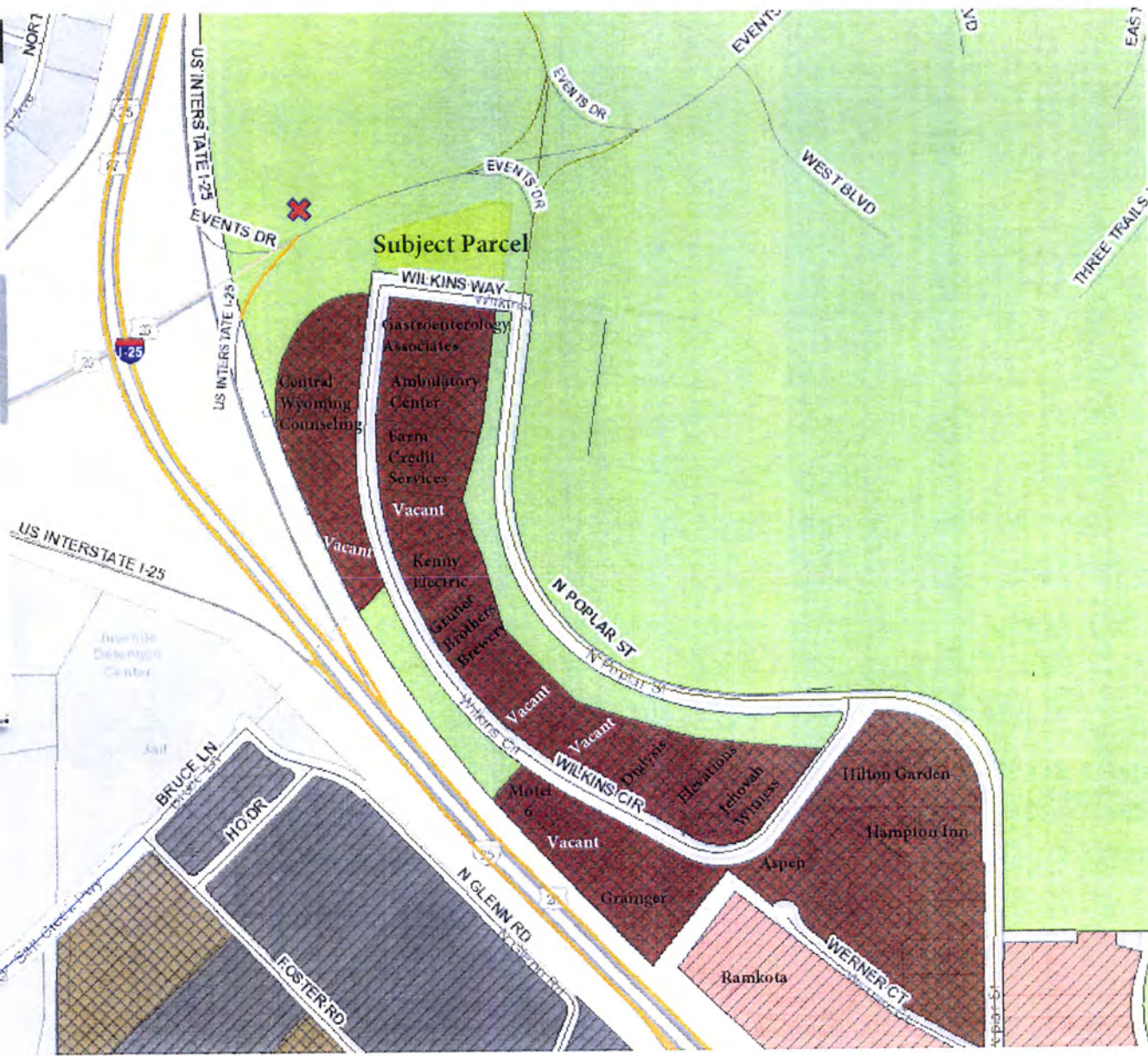


Timm A. Smith
Manager

Cc: City of Casper Planning & Zoning Commission

Legend

- Zoning Classification
- Bar Nunn, B1: General Business
 - Bar Nunn, I1: Light Industrial
 - Bar Nunn, I2: General Industrial
 - Bar Nunn, R1: Residential Estate
 - Bar Nunn, R2: One Unit Residential
 - Bar Nunn, R3: One to Two Unit Residential
 - Bar Nunn, R4: High Density Residential
 - Bar Nunn, R5: Mobile Home Subdivision
 - Casper, FC
 - Casper, AG: Urban Agriculture
 - Casper, C1: Neighborhood Convenience
 - Casper, C2: General Business
 - Casper, C3: Central Business
 - Casper, C4: Highway Business
 - Casper, ED: Educational District
 - Casper, HM: Hospital Medical
 - Casper, M1: Limited Industrial
 - Casper, M2: General Industrial



MAP OF SUBJECT AREA

Handwritten signature or initials in the bottom right corner.

September 13, 2019

MEMO TO: Bob King, Chairman
Members of the Planning and Zoning Commission

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

SUBJECT: **PLN-19-025-Z-** Petition for a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business). Applicant: East Elkhorn Ranch, LLC

Recommendation:

If, after hearing public testimony, and considering the facts of the case, the Planning and Zoning Commission finds that the proposed zone change meets the minimum requirements of the Casper Municipal Code, and is in conformance with the Comprehensive Land Use Plan, staff would recommend approval of the zone change, with a “do pass” recommendation to the City Council.

Code Compliance:

Staff has completed all public notice requirements of Section 17.12.170 of the Casper Municipal Code pertaining to zone changes including notification of property owners within 300 feet by first class mail, posting a sign on the property, and publishing legal notice in the Casper Star-Tribune. At this time, three letter of opposition has been received, and has been included for the Commission’s consideration.

Summary:

East Elkhorn Ranch, LLC has applied for a zoning classification change of a 2.8-acre parcel of property located at the corner of Events Drive and North Poplar Street, directly east of the Central Wyoming Counseling Center property. The subject property is currently zoned PH (Park Historic) and the applicants have requested that it be rezoned to C-4 (Highway Business). The property is currently undeveloped.

This property was acquired by the applicant, from the City, several years ago in a land trade. In that the property is no longer under City ownership, the PH (Park Historic) zoning of the property is no longer appropriate, and hinders the future development of the property. Surrounding zoning in the area includes C-4 (Highway Business) to the south, and PH (Park Historic) on all other sides. According to the zone change application submitted by the applicant, upon approval of the rezoning, the lot will be listed for sale.

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Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported. The Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The subject property is located in a transition area between the area to the south designated as a “community center” and the area to the north, which is designated as “Parks and Open Space.” Page 4-33 of the Plan provides general characteristics of areas designated as community centers. Primary land uses include retail, trade, service uses and offices with supporting multifamily residential.

Chapter Three (3) of the Plan provides principles and goals. Principles and goals that may be applicable to the requested zone change are as follows:

Principle ECH1 – Balanced Uses: Encourage a balance of land uses and provide adequate space and distribution for all uses across the community through identified and planned locations (Pg. 3-5)

Goal ECH1-2 – Commercial and Employment Space: Promote the redevelopment of underutilized commercial and industrial space to accommodate new uses. (Pg. 3-5)

Section 17.76.020 of the Municipal Code lists the following land uses as being permitted in the proposed C-4 (Highway Business) zoning district.

1. Animal shelters, animal clinics, and animal boarding and treatment centers;
2. Assembly of devices or instruments, or packaging of products from previously prepared materials;
3. Automobile parks;
4. Automobile sales and repair areas and shops;
5. Automobile service stations, automobile service centers, and public garages;
6. Bed and breakfast;
7. Bed and breakfast homestay;
8. Bed and breakfast inn;
9. Builders' supply yards;
10. Churches;
11. Clubs and lodges;
12. Commercial dairies (excluding dairy farms);
13. Commercial laundries;
14. Convenience establishment, high volume;
15. Dance studios;
16. Day-care, adult;
17. Child care center;

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18. Family child care center - zoning review;
19. Family child care home;
20. Family child care home - zoning review;
21. Drive-in/through facilities such as restaurants, package liquors, branch banks, etc.;
22. Farm implement sales and service;
23. Frozen food lockers;
24. Greenhouses;
25. Grocery stores;
26. Group homes;
27. Heliports;
28. Homes for the homeless (emergency shelters);
29. Hotels, motels;
30. Kennels;
31. Manufactured home (mobile) sales;
32. Medical laboratories, clinics, health spas, rehabilitation centers, real estate brokers, insurance agents, and public health facilities;
33. Nurseries;
34. Offices, general and professional;
35. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities;
36. Pawn shops;
37. Personal service shops;
38. Pet supplies;
39. Plumbing, welding, electrical supply, service shops, and fabrication shops;
40. Printing and newspaper houses;
41. Public utility and public service installations and facilities, including repair and storage facilities;
42. Radio and television stations, including transmitting and receiving towers;
43. Recreation centers, restaurants, cafes, coffee shops, and retail business;
44. Retail businesses;
45. Sale barns;
46. Trade or business schools;
47. Transportation depots;
48. Truck/car stops;
49. Warehouses, indoor and outdoor storage.
50. Sexually oriented businesses, pursuant to all regulations set forth in Section 9.24.110 of the municipal code;
51. Neighborhood assembly uses;
52. Regional assembly uses;
53. Branch community facilities;
54. Neighborhood grocery.

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ASSOCIATES, P.C.
Raoul Joubran, MD, PC Kent D. Katz, MD
Phillip T. Krmpotich, MD, Jonathan Ted Parrack, DO

Sept 9, 2019

RE: PLN-19-025-Z

To Whom It May Concern:

I am Kent D. Katz, M.D, a partner in Gastroenterology Associates and Sterling Surgical Center. Both are located in the same building, which is across Wilkins Way from the Track 4, North Platte River Park Addition. We received notification of a proposed zoning change for the site from Park Historic to C-4 Highway Business. We strongly encourage the Planning and Zoning Commission to vote against this proposal. Instead, we would encourage the commission to re-zone the neighborhood, including the site in question, to C-3 Central Business.

While the neighborhood is currently zoned C-4, the north end of Wilkin's Circle has developed into an upscale medical complex with two state-of-the-art surgical centers, a counselling center, and an inpatient hospital. A quick drive through the area would demonstrate the beautiful landscaping and architecture of these facilities. These represent a significant capital investment, and obviously we'd like to protect that investment. We fear that many of the C-4 options would detract from the neighborhood and hence reduce the value of these facilities.

Far more importantly, we'd like to ensure that these facilities can continue to function. Wyoming is a significantly medically underserved state. These facilities offer services not readily available throughout the state. For example, Wyoming rates dead last in colon cancer screening (pun intended). Screening colonoscopies can both prevent and detect this cancer, while still in a curable stage. Sterling Surgical Center helps to save the lives of central Wyomingites on a daily basis.

A big fear would be the opening of a truck stop across the street. It is an ideal location, as it is at the junction of I-25 and the heavy truck traffic from Rawlins. It is one of only two freeway exits in Casper that has four lanes, and the only one that is available. A truck stop, where several dozen trucks are idling would produce a significant amount of diesel fumes. Our operating rooms are required to exchange the air six times an hour. Our air intake is at the preferred location, on the top of the surgical center. Exchanging air in our operating rooms with diesel fumes could become a health hazard and force us to close for the day, or possibly shut down the facility. I would argue that we need more colon cancer screening centers more than we need truck stops. This same fear would apply with any other facility that produces fumes from that site.

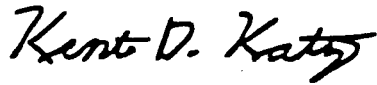
While we are concerned about what business is located in the site, we are also concerned about any associated activity that may indirectly accompany that business. Surgical centers are seen as narcotic depositories. Indeed, on several occasions, we have had attempted break-ins. Any facility that would be used for drug deals would attract unwanted attention to our center. I could also see how having drug deals going down just outside a drug rehab center would significantly impact patient recovery, and reduce its effectiveness. Again, the nature of the business that occupies that site will affect more than property values, it could easily affect the abilities of these sophisticated medical facilities to provide care to the people of Casper, and the surrounding area.

1441 Wilkins Circle, Casper, Wyoming 82601
ph: (307) 233-2700 · toll free: (800) 380-1820 · fax: (307) 237-8106

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For these reasons, I ask the Commission to deny the change in zoning request. However, I would also encourage the Commission to pursue changing the neighborhood zoning to C-3. This would still allow significant commercial opportunity for the site without limiting our ability to conduct business.

Sincerely,

A handwritten signature in black ink that reads "Kent D. Katz". The signature is written in a cursive, slightly slanted style.

Kent D. Katz, M.D.

Sept 12, 2019

To: dhardy@casperwy.gov

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RE: PLN-19-025-Z

Good Afternoon,

My name is Kevin M. Hazucha, LCSW-R. I am the Chief Executive Officer of Central Wyoming Counseling Center (CWCC) located at 1430 Wilkins Circle here in Casper. CWCC provides outpatient and residential behavioral health services to members of the community regardless of insurance status or ability to pay. It is one of the two largest such centers in the state and provides a variety of critical services to a highly vulnerable client population. I very recently became aware of a proposed zoning change for the site from Park Historic to C-4 Highway Business. We strongly encourage the Planning and Zoning Commission to vote against this proposal.

While the neighborhood is currently zoned C-4, the north end of Wilkin's Circle has developed into an upscale medical complex that includes our center (CWCC), two state-of-the-art surgical centers and an inpatient hospital. A quick drive through the area would demonstrate the beautiful landscaping and consumer friendly architecture of these facilities. These represent a significant investment, and obviously we'd like to preserve our services to the community. We fear that many of the C-4 options would detract from the neighborhood and hence reduce the value of these facilities.

Far more importantly, we'd like to ensure that these facilities can continue to function as highly valuable resources to our community. Wyoming is a severely underserved state in terms of both medical and behavioral health services. These facilities offer services not readily available throughout the state.

A significant problem would be presented by many kinds of businesses that the proposed change in the zoning status would allow. For instance, the opening of a truck stop across the street would create serious issues as would any other establishment that might serve alcohol or produce the exhaust fumes that a truck stop would create. We at CWCC are providing treatment to many individuals with serious substance abuse problems who are working towards avoiding environments that would be allowed by the C-4 designation. You may be aware that Wyoming's suicide rate is now #2 per capita in our nation and we need to protect and expand on services such as ours, not imperil them.

While we are concerned about which businesses may be located in the site, we are also concerned about any associated activity that may indirectly accompany those businesses. Any facility that could potentially result in an increase in drug trafficking would attract unwanted attention to our center as well as the aforementioned medical facilities in our neighborhood. Any drug traffic just outside a drug rehab center would significantly impact patient recovery and reduce its effectiveness. Again, the nature of the business that occupies that site will affect more than property values, it could easily affect the abilities of these sophisticated medical and behavioral health facilities to provide care to the people of Casper, and the surrounding area.

For all of these reasons, I ask the Commission to deny the change in zoning request. Our vital services to the community could otherwise be at risk.

Kevin M. Hazucha
LCSW-R
4536 East 21st
Street
Casper, WY
82609

Dee Ann Hardy

From: Anita's iPad <adodds@bresnan.net>
Sent: Thursday, September 12, 2019 4:33 PM
To: Dee Ann Hardy
Subject: Wilkins Rezone

Dear Planning Comission,

This email is in regards to the proposed zone change of Tract 4, North Platte River Park Addition. Please DO NOT permit a zone change. The three businesses (Central Wyoming Counseling, Gastroenterology Associates, and Wyoming Center For Sight), that would be most affected by the proposed change are located in professional buildings that reflect well on the Casper community. They are beautifully landscaped and are an asset to their surroundings. A highway business is not an appropriate neighbor to this group of medical practices. It is unfair to change existing zoning that could negatively impact this well established area.

Thank you for your consideration,

Sincerely,
Anita Dodds

Sent from my iPad

ORDINANCE NO. 3-20

AN ORDINANCE GRANTING A FRANCHISE TO INTTEC, INC. (A WHOLLY OWNED SUBSIDIARY OF VISIONARY COMMUNICATIONS, INC.) TO OPERATE AND MAINTAIN A TELECOMMUNICATIONS SYSTEM (“THE SYSTEM”) IN THE CITY OF CASPER, WYOMING (“THE CITY”).

WHEREAS, under Wyoming Statute § 15-1-103(a)(xxxiii), a city may grant franchises for such terms as the governing body deems proper to any utility company, provided no franchise may be entered into with any person in which that person is given an exclusive right for any purpose whatsoever; and,

WHEREAS, InTTec, Inc., a wholly-owned subsidiary of Visionary Communications, Inc., is a utility company that desires a franchise from the City; and,

WHEREAS, the City has determined that it is in the public interest to grant a franchise to InTTec, Inc. under the terms and conditions contained herein.

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

SECTION 1. Grant of Franchise.

A. Subject to the terms and conditions set forth in this Franchise, the City hereby grants to InTTec, Inc. a nonexclusive authorization to construct, maintain, operate, upgrade, adjust, protect, support, raise, lower, disconnect, remove and relocate its cables, poles, wires, conduits, conductors, pipes and related appurtenances (“Facilities”) for its System in, under, along, over and across the present and future streets, alleys and avenues of the City (“Public Ways”), for the purpose of providing telecommunication services (as defined in 47 U.S.C. § 153) and related services to the City’s inhabitants. This Franchise shall constitute both a right and an obligation to provide the System required by, and to fulfill the obligations set forth in, the provisions of this Franchise.

B. Nothing in this Franchise shall be deemed to waive the lawful requirements of any generally applicable City ordinance existing as of the effective date of this Franchise.

C. This Franchise shall not be interpreted to prevent the City from imposing additional lawful conditions, including additional compensation conditions for use of Public Ways, should InTTec, Inc. provide services other than a telecommunication system (for example, a cable system for purposes of providing a cable service).

D. This Franchise is intended to convey limited rights and interests in Public Ways as set forth in Wyoming Statute § 15-1-103(a)(xxxiii) and its subsections. It is not a warranty of title or interest in any Public Way; it does not provide InTTec, Inc. with any interest in any particular location within the Public Way; and it does not confer rights other than as expressly provided in the grant hereof.

SECTION 2. Acceptance by InTTec, Inc. This ordinance shall be published once in a newspaper of general circulation within the City, pursuant to Wyoming Statute § 15-1-116, and shall become effective on the day following its publication. Within sixty (60) days after the passage of this Ordinance by the City, InTTec, Inc. shall file a signed copy thereof with the City Clerk, otherwise the Ordinance and the rights, privileges and authority granted herein shall be null and void.

SECTION 3. Term. The Term of this Franchise is ten (10) years commencing on the date of Acceptance by InTTec, Inc. as set forth in Section 2, above, and then from year-to-year until a party gives the other party at least ninety (90) days' notice in writing and in advance of expiration of the initial term or any subsequent term stating an intent to terminate the agreement at the end of such existing term.

SECTION 4. Franchise Fee.

A. Payments and Reports.

1. **Quarterly Payments.** From and after the date of InTTec, Inc.'s Acceptance of this Ordinance and until its expiration, InTTec, Inc. will pay the City five percent (5%) of InTTec, Inc.'s local exchange access service Gross Revenue (as defined in Appendix A hereto). InTTec, Inc.'s Franchise fee payments to the City shall be computed quarterly for the preceding calendar quarter ending March 31, June 30, September 30, and December 31. Each quarterly payment shall be due and payable no later than thirty (30) days after those dates.

2. **No Accord and Satisfaction.** No acceptance of any payment shall be construed as an accord and satisfaction by the City that the amount paid is, in fact, the correct amount, nor shall any acceptance of payments be construed as a release of any claim the City may have for additional sums payable or for the performance of any other obligation of InTTec, Inc..

B. Franchise Termination. If this Franchise terminates for any reason, and InTTec, Inc. ceases operations in the City or is not in the negotiation with the City of a replacement Franchise, InTTec, Inc. shall file with the City within ninety (90) calendar days of the date of termination, a financial statement, certified by an independent certified public accountant, showing the Gross Revenues received by InTTec, Inc. since the end of the previous fiscal year.

C. Late Payments. If any payment due quarterly is not received within thirty (30) days from the end of the calendar quarter, InTTec, Inc. shall pay interest on the amount due (at the prime rate as listed in the Wall Street Journal on the date the payment was due), compounded daily, calculated from the date that payment was originally due until the date the City receives the payment.

D. Underpayments. If a net franchise underpayment is discovered as a result of an audit, InTTec, Inc. shall pay interest at the rate of eight percent (8%) per annum, compounded quarterly, calculated from the date each portion of the underpayment was originally due until the date InTTec, Inc. remits the underpayment to the City.

SECTION 5. Records Inspection. No more frequently than once every two years, the City shall have the right to audit records to ensure compliance with this Franchise. The City shall give reasonable written notice of its intent to audit. It is InTTec, Inc.'s responsibility to collect and to make available to the City for copying, at InTTec, Inc.'s local office, all records upon which a franchise fee is required to be paid. If a City review of payments shows that InTTec, Inc. has underpaid the franchise fee by: (i) three percent (3%) or less for the year, the City shall bear the cost of the audit; (ii) more than three percent (3%) but less than or equal to five percent (5%) for the year, the City and InTTec, Inc. shall each bear an equal amount of the cost of the audit; or (iii) more than five percent (5%) for the year, InTTec, Inc. shall bear the cost of the audit.

SECTION 6. Non-Exclusive Franchise. The right to use and occupy the Public Ways of the City shall be nonexclusive, and the City reserves the right to use the Public Ways for itself or any other entity. The City's use, however, shall not unreasonably interfere with InTTec, Inc.'s Facilities or the rights granted to InTTec, Inc. herein.

SECTION 7. City Regulatory Authority. In addition to the provision herein contained, the City reserves the right to adopt such additional ordinances and regulations as may be deemed necessary in the exercise of its police power for the protection of the health, safety and welfare of its citizens and their properties, and exercise any other rights, powers, or duties required or authorized, under the Constitution of the State of Wyoming, the laws of the State of Wyoming or City ordinance.

SECTION 8. Indemnification.

A. General Indemnification. InTTec, Inc. shall indemnify, defend and hold harmless, the City, its officers, elected and appointed officials, employees, agents and volunteers, from any action or claim for injury, death, damage, loss, liability, cost or expense, including court appeal costs and reasonable attorney's fees or reasonable expenses, arising from any casualty or accident to person or property, including, without limitation, copyright infringement, defamation, and all other damages in any way arising out of, or by reason of, any construction, excavation, operation, maintenance, or any other act done under this Franchise, by or for InTTec, Inc., its agents, or its employees, or by reason of any neglect or omission of InTTec, Inc.. InTTec, Inc. shall consult and cooperate with the City while conducting its defense of the City.

B. Indemnification for Relocation. InTTec, Inc. shall indemnify the City for any damages, claims, additional costs or reasonable expenses assessed against, or payable by, the City arising out of, or resulting from, directly or indirectly, InTTec, Inc.'s failure to remove, adjust or relocate any of its facilities in the Public Ways in a timely manner in accordance with Section 12 of this Franchise.

C. Hazardous Substances Indemnification. InTTec, Inc. shall indemnify the City against any claims, costs and expenses of any kind, whether direct or indirect, incurred by the City arising out of a release of hazardous substances (as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (42 U.S.C. § 9601 *et seq.*) caused by the System.

SECTION 9. Insurance Requirements.

A. Prior to the commencement of any work, InTTec, Inc. shall procure and maintain for the duration of the contract insurance against claims for injuries to persons, death or damages to property which may arise from or in connection with the performance of the work hereunder by InTTec, Inc., 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): On an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal and 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.

2. Automobile Liability: Covering, Code 1 (any auto), or if InTTec, Inc. has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand Dollars (\$500,000) per accident for bodily injury and property damage.

3. Workers’ Compensation: as required by the State of Wyoming with Statutory Limits. The Workers’ Compensation policy shall be endorsed to contain Employers Liability/Stop Gap Coverage.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the InTTec, Inc.’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.

C. Higher Limits. If InTTec, Inc. maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for the higher limits maintained by InTTec, Inc... 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 included as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of InTTec, Inc. 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 InTTec, Inc.’s insurance.

2. *Primary Coverage*

For any claims related to this contract, the InTTec, Inc.'s insurance coverage shall be primary and non-contributory insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Waiver of Subrogation*

InTTec, Inc. hereby grants to the City a waiver of any right to subrogation which Commercial General and Auto Liability of InTTec, Inc. may acquire against the City by virtue of the payment of any loss under such insurance, for losses caused by and to the extent of InTTec, Inc.'s negligence. InTTec, Inc. 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.

4. *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.

5. *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, InTTec, Inc.'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, InTTec, Inc. 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.

6. *Verification of Coverage*

InTTec, Inc. shall furnish the City with a Memorandum of Insurance coverage required by this clause. However, failure to obtain the required documents prior to the work beginning shall not waive InTTec, Inc.'s obligation to provide them.

7. *Subcontractors*

InTTec, Inc. shall require and verify that all subcontractors maintain insurance appropriate for the work being performed and InTTec, Inc. shall ensure that the City is an additional insured on insurance required from subcontractors.

8. *Special Risks or Circumstances*

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

SECTION 10. Annexation.

A. Extension of City Limits. Upon the annexation of any territory to the City, the rights granted herein shall extend to the annexed territory to the extent the City has such authority. All System Facilities owned, maintained, or operated by InTTec, Inc. located within any Public Ways of the annexed territory shall thereafter be subject to all of the terms hereof.

B. Notice of Annexation. When any territory is approved for annexation to the City, the City's Community Development Director or his/her designee shall within ten (10) business days provide by certified mail to InTTec, Inc.: (a) each site address to be annexed as recorded on City assessment and tax rolls; (b) a legal description of the proposed boundary change; and (c) a copy of the City's ordinance approving the proposed annexation. The notice shall be mailed to the contact in Section 19, or such other updated address as InTTec, Inc. shall provide to the City in writing by certified mail, return receipt requested. Notwithstanding the foregoing, failure of the City to provide the notice described herein shall not constitute a material breach of this Franchise.

SECTION 11. Plan, Design, Construction and Installation of InTTec, Inc.'s Facilities.

A. All Facilities under authority of this Ordinance shall be used, constructed and maintained in accordance with applicable law, codes and regulations.

B. InTTec, Inc. shall, prior to commencing construction work in Public Ways or other public places, apply for a permit from the City. InTTec, Inc. will abide by all applicable ordinances, rules, regulations and requirements of the City consistent with applicable law, and the City may inspect the manner of such work and require remedies as may be necessary to assure compliance. InTTec, Inc. shall obtain excavation permits for streets and alleys, regardless of surfacing types, and traffic control permits for all streets, and shall not unnecessarily obstruct the use of Public Ways. All mains, services, and pipes laid or installed under this Franchise shall be so located and placed as not to obstruct or interfere with any water pipes, drains, sewers or other structures already installed, and all such mains, services and pipes shall be installed subject to approval of the City Manager or his/her designee. Notwithstanding the foregoing, InTTec, Inc. shall not be obligated to obtain a permit to perform emergency repairs.

C. To the extent practical and consistent with any permit issued by the City, all Facilities shall be located so as to cause minimum interference with the Public Ways and shall be constructed, installed, maintained, renovated or replaced in accordance with applicable rules, ordinances and regulations of the City, as they may be amended from time to time.

D. InTTec, Inc., in doing any work in connection with its Facilities, shall avoid, so far as practicable, interfering with the use of any Public Way or public place, and where the paving or surface of any street, alley or public place is disturbed, InTTec, Inc., at its own expense and in a

manner satisfactory to the City Manager or his/her designee, shall replace such paving or surface in accordance with the City of Casper's Standard Specifications for Street Construction in the Casper Municipal Code, and any other applicable rules, ordinances and regulations, as they may be amended from time to time.

E. Paved streets shall be bored or drilled when crossed under the ground by InTTec, Inc.'s Facilities so that the City's paved Public Ways will not be unnecessarily damaged. The City Manager or his/her designee, in his/her sole discretion, may allow other construction methods when it is found that drilling or boring is unreasonable and will not provide a sufficient public benefit for the cost.

F. If, during the course of work on its Facilities, InTTec, Inc. causes damage to or alters the Public Way or other public property, InTTec, Inc. shall replace and restore such Public Way or public property at InTTec, Inc.'s expense to a condition equal to or better than the condition that existed immediately prior to such damage or alteration.

G. InTTec, Inc. shall have the right to excavate the Public Ways subject to reasonable conditions and requirements of the City. All excavation shall be performed in a manner that creates the least inconvenience to the public, and in accordance with permits and manuals issued by the City. In doing any work in connection with said mains, pipes and services, InTTec, Inc. shall avoid, so far as practicable, interfering with the use of any street, alley or public place.

H. Strand Maps. Upon reasonable request, InTTec, Inc. agrees to provide strand maps or similar records kept in its usual course of business to an unaffiliated person engaged by City if such person signs a reasonable nondisclosure agreement.

I. Nothing in this Ordinance shall be construed to prevent the City from constructing, maintaining, repairing, or relocating its sewers, streets, water mains, sidewalks, or other public property. However, before commencing any work within a Public Way that may affect InTTec, Inc.'s Facilities, the City shall give written notice to InTTec, Inc., and all such work shall be done, insofar as practicable, in such a manner as not to obstruct, injure, or prevent the free use and operation of InTTec, Inc.'s Facilities.

J. InTTec, Inc. shall not attach to, or otherwise use or commit to use, any pole owned by City until a separate pole attachment agreement has been executed by the parties.

K. This Agreement does not establish priority for use of Public Ways over holders of other permits or franchises; it grants no vested interest in occupying any particular position in the Public Ways. The City shall control distribution of space in the Public Ways, but may not exercise that authority unreasonably. No location of any of the Facilities shall give rise to a vested interest in public property.

SECTION 12. Relocation of Facilities and Discontinuing Use/Abandonment.

A. Relocation for the City.

1. InTTec, Inc. shall protect, support, adjust, raise, lower, temporarily disconnect, relocate, or remove any InTTec, Inc. Facilities, property or equipment located in a Public Way when required by the City consistent with its police powers or when reasonable public convenience requires such change (for example, without limitation, by reason of traffic conditions, public safety, Public Way vacation, Public Way construction, change or establishment of Public Way grade, installation of sewers, drains, gas or water pipes, or any other types of structures or improvements by the City for public purposes, but excluding projects undertaken for beautification or aesthetics). Such work shall be performed at InTTec, Inc.'s expense. Except during an emergency, the City shall provide reasonable notice to InTTec, Inc. of its need to relocate that is commensurate with the complexity of the project, but in all events never less than sixty (60) days, and allow InTTec, Inc. an opportunity to perform such action. Following notice by the City, InTTec, Inc. shall relocate, remove, replace, modify or disconnect any of its facilities or equipment within any Public Way, or on any other property of the City. If the City requires InTTec, Inc. to relocate its facilities located within the Public Way, the City shall provide InTTec, Inc. with an alternative location within the Public Way.

2. Excluding circumstances or events outside of its reasonable control, if InTTec, Inc. fails to complete this work within the time prescribed to the City's satisfaction, the City may cause such work to be done at InTTec, Inc.'s cost; and provided further that the City shall not be liable for any damage to any portion of the System except to the extent caused by the negligence of the City or its contractor. Within thirty (30) days of receipt of an itemized list of those costs, InTTec, Inc. shall pay the City.

B. Relocation for a Third Party. InTTec, Inc. shall, at the request of any person or entity holding a lawful permit issued by the City, protect, support, adjust, raise, lower, temporarily disconnect, relocate or remove any InTTec, Inc. Facilities, property or equipment located in the Public Ways, provided that the cost of such action is borne by the person requesting it and InTTec, Inc. is given advance written notice of not less than 60 days. In such situation, InTTec, Inc. may also require advance payment by the benefited person or entity.

C. Temporary Changes for Other Permittees. At the request of any person or entity holding a valid permit upon reasonable advance notice, InTTec, Inc. shall temporarily raise, lower or remove its Facilities, property or equipment as necessary to permit the moving of a building, vehicle, equipment or other item. The expense of such temporary changes must be paid by the permit holder, and InTTec, Inc. may require a reasonable deposit of the estimated payment in advance.

D. Alternatives to Relocation. InTTec, Inc. may, after receipt of written notice requesting a relocation of Facilities, submit to the City written alternatives to such relocation. Such alternatives shall include the use and operation of temporary transmitting facilities in adjacent Public Ways. The City shall promptly evaluate such alternatives and advise InTTec, Inc. in writing if one or more of the alternatives are suitable. If requested by the City, InTTec, Inc. shall promptly submit additional information to assist the City in making such evaluation. The City shall give each alternative proposed by InTTec, Inc. full and fair consideration. In the event the City ultimately determines that there is no other reasonable alternative, InTTec, Inc. shall relocate the components of the System as otherwise provided herein.

E. Discontinuing Use/Abandonment of System Facilities. Whenever InTTec, Inc. intends to discontinue using any facility in the Public Ways, InTTec, Inc. shall submit for the City's approval a complete description of the facility and the date on which InTTec, Inc. intends to discontinue using the facility. InTTec, Inc. may remove the facility or request that the City permit it to remain in place and to convey same to City through a letter of abandonment or bill of sale. The City may require InTTec, Inc. to perform a combination of abandonment, modification or removal of the facility upon a reasonable schedule set by the City. Until such time as InTTec, Inc. abandons, removes or modifies the facilities, as directed by the City, InTTec, Inc. shall be responsible for all necessary repairs and relocations of the facility, as well as maintenance of the Public Way, in the same manner and degree as if the facility were in active use, and InTTec, Inc. shall retain all liability for such facility during such time. If InTTec, Inc. abandons its facilities, the City may choose to use such facilities for any purpose whatsoever including, but not limited to, access purposes.

SECTION 13. Vegetation Management. InTTec, Inc. shall have the authority to trim trees and other natural growth in the Public Ways in order to access and maintain the Facilities in compliance with applicable law and industry standards. This grant shall in no way impose a duty on InTTec, Inc.; instead, this grant gives permission to InTTec, Inc. should InTTec, Inc. elect to conduct such activities from time-to-time in order to access and maintain its Facilities.

SECTION 14. Omitted.

SECTION 15. Franchise Noncompliance; Claims Under Agreement.

A. In the event that the City believes that InTTec, Inc. has not complied with the terms of the Franchise, the City's Public Services Director or his/her designee shall informally discuss the matter with InTTec, Inc. If these discussions do not lead to resolution of the problem, the City shall notify InTTec, Inc. in writing of the exact nature of the alleged noncompliance.

B. InTTec, Inc. shall have thirty (30) days from receipt of the written notice described in subsection 15. A. to either respond to the City, contesting the assertion of noncompliance and requesting a public hearing of same, or otherwise initiate reasonable steps to remedy the asserted noncompliance issue, notifying the City of the steps being taken and the projected date that they will be completed. A public hearing shall be held within sixty (60) days of the request.

C. The City and InTTec, Inc. agree that, except to the extent inconsistent with applicable law, any and all claims asserted and arising under this Agreement, including from the determination of a public hearing held pursuant to subsection 15.B. above, shall be heard and determined either in a state or federal court located in the City.

SECTION 16. No Waiver of Rights. Neither the City nor InTTec, Inc. shall be excused from complying with any of the terms and conditions contained herein by any failure of the other, or any of its officers, employees, or agents, upon any one or more occasions to insist upon or to seek compliance with any such terms and conditions. Each party expressly reserves any and all rights, remedies, and arguments it may have at law or equity, without limitation, and to argue, assert, and/or take any position as to the legality or appropriateness of any provision in this Ordinance that is inconsistent with State or Federal law, as may be amended.

SECTION 17. Transfer of Franchise. InTTec, Inc.'s right, title, or interest in the Franchise shall not be sold, transferred, assigned, or otherwise encumbered without notice to the City, except when said sale, transfer, assignment, or encumbrance is to an entity controlling, controlled by, or under common control with InTTec, Inc., or for transfers in trust, by mortgage, by other hypothecation, or by assignment of any rights, title, or interest of InTTec, Inc. in the Franchise or Facilities in order to secure indebtedness.

SECTION 18. Amendment. Amendments to the terms and conditions contained herein shall be mutually agreed upon by the City and InTTec, Inc. and formally adopted by the City Council as an ordinance amendment.

SECTION 19. Notices. Any notice required or permitted to be given hereunder shall be deemed sufficient if given by a communication in writing and shall be deemed to have been received (a) upon personal delivery or actual receipt thereof or (b) within three (3) business days after such notice is deposited in the United States Mail, postage prepaid, certified, return-receipt requested, and addressed to the Parties as set forth below:

The City of Casper, Wyoming
Attn: City Attorney's Office
200 N. David Street
Casper, WY 82601

InTTec, Inc.:
Attn: Contracts Management
1001 S Douglas Hwy, #201
Gillette, WY 82716

SECTION 20. Severability. If any section, sentence, paragraph, term or provision hereof is for any reason determined to be illegal, invalid, or superseded by other lawful authority, including any state or federal regulatory authority having jurisdiction thereof, or unconstitutional, illegal or invalid by any court of common jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such determination shall have no effect on the validity of any other section, sentence, paragraph, term or provision hereof, all of which will remain in full force and effect for the term of the Franchise or any renewal or renewals thereof.

SECTION 21. 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., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

PASSED on 1st reading the 7th day of January, 2020.

PASSED on 2nd reading the 21st day of January, 2020.

PASSED, APPROVED AND ADOPTED on the 3rd and final reading the ____ day of _____, 2020.

APPROVED AS TO FORM

Walter Trout

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Steven K. Freel
Mayor

ACCEPTED BY INTTEC, INC.:

BY: _____

NAME: Brian R Worthen

TITLE: President

DATE: _____

APPENDIX A

LISTING OF SERVICE CATEGORIES INCLUDED IN "GROSS REVENUE" FOR CALCULATION OF FRANCHISE FEES

Business Local Access—including Flat Rate, Multiparty, and Extended Area Service

Business Measured Usage Local Access Service

Flat Usage Local Access Trunks

Low Income Telephone Assistance Program Local Access

Measured Rate Local Access Trunk Usage

Message Rate Local Access Trunk Usage

Public Access Line (PAL) Service

Residential Local Access—including Flat Rate, Multiparty, and Extended Area Service

Residential Measured Usage

THE FOLLOWING IS A NON-EXCLUSIVE LISTING OF CATEGORIES OF REVENUE NOT REPRESENTING THE RETAIL SALE OF LOCAL ACCESS SERVICES AND THEREFORE EXCLUDED FROM THE DEFINITION OF "GROSS REVENUES" AND, THEREFORE, ARE NOT INCLUDED IN THE CALCULATION OF ANY FEE DUE TO THE CITY:

Proceeds from the sale of bonds, mortgages, or other evidences of indebtedness, securities or stocks

Bad debt write-offs and customer credits

Revenue from directory advertising

Any amounts collected from customers that are to be remitted to a federal or state agency as part of a Universal Service Fund or other government program, including, but not limited to, support for the hearing impaired

Any amounts collected for taxes, fees, or surcharges and paid to the federal, state or local governments

Revenues from internet access

Revenues from digital or other electronic content, such as computer software, music and video downloads

Revenues from equipment sales, rentals, installation and maintenance

Revenues from any carrier purchased for resale

Revenues from private line services not for switched local access service

January 30, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Jolene Martinez, Assistant to the City Manager *JM*
M. Jeremy Yates, Community Relations Coordinator *MJY*
SUBJECT: Authorizing the Creation of the Casper's LGBTQ Advisory Council

Meeting Type & Date

Regular Meeting, February 4, 2020

Action Type

Resolution

Recommendation:

That Council, by resolution, authorize the creation of the LGBTQ Advisory Committee.

Summary:

In 2019, Council developed goals based on the research and public input generated by the City's Generation Casper Comprehensive Land Use Plan and the State's ENDOW Transforming Wyoming. Goal one is "enhance the attractiveness of the community for business and workforce development." One of the findings in the ENDOW report is that to attract the next generation workforce and new businesses communities need to "appreciate the multitude of perspectives and voices." Additional research specifically pointed to Wyoming's image of exclusion, especially with the LGBTQ community.

Seeing this as a need, Former Mayor Charles Powell asked Council in the November 26, 2019 work session, after Council discussed the media reporting on Casper's 2019 Municipality Equality Index (MEI) score, as to whether Council wanted to create an LGBTQ Advisory Committee to provide insight into how the City of Casper can better serve all its citizens. The majority of Council approved the formation of a LGBTQ Advisory Committee, pending formal approval.

In early January, Mayor Freel hosted a steering committee meeting with leaders from the LGBTQ community to explore what insight Council could gain from an advisory committee along with ideas regarding formation. At their January 29, 2020 work session, Council reviewed staff findings on the community's MEI score, and directed staff to forward a resolution authorizing formation of a LGBTQ Advisory Committee for consideration at the February 4, 2020 meeting.

Financial Considerations

None at this time

Oversight/Project Responsibility

City Manager's Office

Attachments

Resolution

RESOLUTION NO. 20-33

A RESOLUTION APPROVING THE CREATION OF AN
LGBTQ ADVISORY COMMITTEE FOR THE CITY
COUNCIL.

WHEREAS, The Casper City Council desires, in adherence to their 2019 Goal, to enhance the attractiveness of the community for business and workforce development; and,

WHEREAS, to attract businesses and workforce, communities need to appreciate the multitude of perspectives and voices; and,

WHEREAS, it is in the best interest of the City to be informed about the needs and to be knowledgeable about how to best serve all members of the City of Casper; and,

WHEREAS, the Casper City Council desires to foster an environment of free and open communication with Casper's LGBTQ community; and,

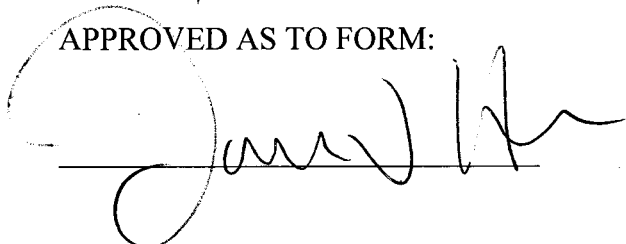
WHEREAS, the LGBTQ Advisory Committee will work with the City Council and City staff to provide them with perspective from the LGBTQ people in Casper; and,

WHEREAS, the Casper City Council desires to establish the LGBTQ Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that the Casper LGBTQ Advisory Committee is hereby authorized to operate as an advisory committee for the Casper City Council.

PASSED, APPROVED, AND ADOPTED on this 4th day of February, 2020.

APPROVED AS TO FORM:





ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

January 6, 2020

MEMO TO: J. Carter Napier, City Manager 
FROM: Liz Becher, Community Development Director 
SUBJECT: Approval and Adoption of Connecting Crossroads: Long Range Transportation Plan

Meeting Type & Date:

Regular Council Meeting, February 4, 2020.

Action Type:

Resolution

Recommendation: That Council, by resolution, approves and adopts the Connecting Crossroads: Long Range Transportation Plan (LRTP) conducted by the Metropolitan Planning Organization (MPO).

Summary:

The Long Range Transportation Plan fulfills a federally-mandated requirement to provide a long term transportation vision for the MPO area. This plan is the building block for future funding sources within the MPO. Without this plan, transportation projects in municipalities within the Metropolitan Planning Area would not be eligible for federal funding assistance.

The MPO, through the City, contracted with consulting firm, Nelson/Nygaard Consulting Associates, to complete the 2019 update. This plan has a horizon of 2048 and addresses all modes of transportation, including streets, bicycle and pedestrian facilities, transit, air service (passenger and freight), and rail. Major recommendations for improvements will be listed in the Long Range plan, and future federal revenues for transportation projects are dependent upon the completion of this plan.

Projects listed in the LRTP are eligible to be placed on the Metropolitan Transportation Improvement Program (TIP), which is then evaluated and approved for State funding by the Governor on the State Transportation Improvement Program (STIP). This process ensures that transportation projects are adequately prioritized and not duplicative in nature.

This Plan has been approved by the MPO Policy Committee. This action by Council is intended to be an endorsement for, and support of, projects listed in the LRTP for which the City of Casper may have an interest.

Financial Considerations: Funding for this project comes from the MPO, including federal monies and contributions from member agencies. The MPO 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.

The Metropolitan Planning Organization (MPO) is comprised of local government entities in the Casper metro area including the City of Casper, Natrona County, the Towns of Evansville, Mills and Bar Nunn, and the Wyoming Department of Transportation (WYDOT). All members of the MPO have assigned staff representatives to the Technical Committee, and elected officials to the Policy Committee. The MPO is funded by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) through WYDOT. MPO funding is intended to be used primarily for planning purposes and not for capital construction.

Oversight/Project Responsibility: MPO Staff in the Community Development Department

Attachments:

Resolution

Connecting Crossroads: Long Range Transportation Plan



CONNECTING CROSSROADS

LONG-RANGE TRANSPORTATION PLAN UPDATE



FINAL PLAN DRAFT

DECEMBER 2019



CASPER AREA
METROPOLITAN PLANNING ORGANIZATION
Casper • Mills • Evanston • Bear River • Natrona County

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GLOSSARY

ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
BDW	Bighorn Divide & Wyoming Railroad
BNSF	Burlington Northern Santa Fe Railway
CATC	Casper Area Transportation Coalition
CLH	Casper Logistics Hub
CPR	Casper-Natrona County International Airport
DAR	Dial-A-Ride (Demand Response services / Paratransit)
DOT	Department of Transportation
FHWA	Federal Highway Administration (also FHA)
FTA	Federal Transit Administration
HSIP	Highway Safety Improvement Program
LOS	Level of Service
LRTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century
MPO	Metropolitan Planning Organization
MTIP	Metropolitan Transportation Improvement Program
NHS	National Highway System
ROW	Right-of-Way
SOV	Single Occupancy Vehicle
SRTS	Safe Routes to School
STIP	State Transportation Improvement Program
STPU	Surface Transportation Program Urban
TAC	Technical Advisory Committee
TAP	Transportation Alternative Program
TIP	Transportation Improvement Program
VMT	Vehicle Miles Traveled
WBC	Wyoming Building Council
WYDOT	Wyoming Department of Transportation



ACKNOWLEDGEMENTS

- List names of each committee
- Project Team
- Consultant Team

PENDING FOR FINAL DRAFT



INTRODUCTION:

EXECUTIVE SUMMARY

Connecting Crossroads is a three-decade horizon guiding document for transportation investments throughout the Casper Area. The plan is an update of the 2040 Long Range Transportation Plan (LRTP) that was published in July 2014 for the Casper Area Metropolitan Planning Organization (MPO). The Casper MPO includes the City of Casper, Towns of Bar Nunn, Evansville, and Mills, and portions of Natrona County. The plan identifies transportation projects, programs, and policies that improve transportation options for people of all ages and abilities based on documented community values and available financial resources.

COMMUNITY INVOLVEMENT

A long-range plan would not be meaningful without input from the community, stakeholders, and local officials. Over thirty meetings were held throughout the Casper Area to gather input on transportation issues and opportunities and to obtain feedback on goals, evaluation metrics, and project prioritization. In addition to meetings with the Policy Committee, Citizens Committee, Technical Committee, and Infrastructure Sub-committee, visioning and input sessions were held with representatives of the Casper Area Economic Development Alliance (CAEDA), Casper-Natrona County Health Department, Casper Area Transportation Coalition (CATC), Platte River Trails Trust, Wyoming Medical Center, and Wyoming Department of Transportation (WYDOT). A comprehensive survey was distributed online and in paper format so that everyone's issues and priorities could be voiced comfortably. Feedback was also solicited from the community through pop-ups at various events like the Casper Chocolate Walk in the winter and David Street Farmers Market in the summer. In addition, a series of workshops open to the public and decision makers were held to craft visions for the future of active transportation, safety, congestion management, growth, and development in the Casper Area.

VALUES BASED GOALS

Project goals were developed based on review of previous Casper Area plans, input from stakeholders, and feedback provided by MPO advisory committees. The goals were then presented to and refined with input from community members. The goals were developed with the intention to be able to tie them to performance measures later in the planning process as required by federal legislation, such as the FAST Act. The final goals established for Connecting Crossroads are as follows:

- ▶ Increase Transportation Options for All Modes
- ▶ Improve Safety and Health for All Residents
- ▶ Enhance the Region’s Distinct Character
- ▶ Support the Region’s Diversifying Economy
- ▶ Promote Affordable and Easy Mobility Solutions

NEEDS ASSESSMENT

Transportation system needs were assessed through a review of existing conditions in the Casper Area including demographics, population and job growth, commuter patterns, transit ridership and performance, and collision and traffic data. Issues and opportunities of the existing roadway, pedestrian, and bicycle networks were gathered from previous plan review, stakeholder interviews, and on the ground audits. Future travel demand was analyzed through growth scenarios applied to the regional TransCAD model.

EVALUATION

Evaluation occurred by first screening a long list of recommended projects from previous plans and input from MPO committees. Projects were then scored based on their ability to achieve a number of objectives related to plan goals and performance measures. This allowed for development of a preliminary prioritization list that was distributed to MPO committees and members of the community for feedback. The projects were then inserted into the travel demand model to see how they would perform for future year 2048 growth under a “compact” and “sprawl” land use scenario.

RECOMMENDED PROJECTS

From the findings of the evaluation process a final list of projects was developed based on the estimated funding available to the Casper Area MPO through 2048. While the prioritization scoring played a key role in forming the final list of projects, careful consideration was placed on providing projects in the near-term that MPO member jurisdictions documented were a priority, had identified funding sources, or planning work was under way. In general, projects that provide the most benefit per dollar and push forward all the goals of Connecting Crossroads were selected for near-term implementation. Higher cost roadway expansion or new connection projects that would not serve all modes, detract from some plan goals, and/or represent a significant increase in asset management costs were recommended for later years when need will have been further assessed from subsequent LRTP updates.

SUPPORTIVE PROGRAMS & POLICIES

In addition to capital projects, Connecting Crossroads provides recommend programs to ensure the ongoing success of the transportation system, and ideas for policies to further address sustainable growth, health, safety, and equity. A vital component of this is designating more than half of estimated funding through 2048 for asset management to ensure maintenance and preservation of the transportation system.

PERFORMANCE MEASURES

Performance measures are a key component of the federally mandated LRTP process. Connecting Crossroads provides performance measures and metrics tied to the established plan goals in order to achieve progress towards regional access and mobility, economic development, health, safety, and equity.



SECTION ONE:

CONNECTING CROSSROADS

OUR CHARGE

The Casper Area is growing, creating challenges for our current transportation system. And our population is changing—the number of older adults is growing, and young people are driving less than their parents. People are asking for a wider range of mobility options, and they want safe connections that help them get to where they need to go.

As we developed Connecting Crossroads, we learned about your vision for the future of the Casper Area and your ideas for solutions to help respond to these changes. We heard that Casper Area residents want safe, comfortable, and reliable ways to get around the region. For some that means better biking connections or safer walking conditions; for others, that means a reliable way to drive or an efficient trip to work and services on the bus. We also know that when transportation is tied to land use, we can support future growth and catalyze the local economy in a way that does not strain the transportation system or threaten public finances and the environment for future generations.

We heard that you want to prioritize a transportation system that helps people safely and comfortably walk, bike, take the bus, and drive. Your input guided our work.



OUR PLAN

Connecting Crossroads is our three-decade plan for transportation investments throughout the Casper Area. It identifies transportation projects, programs, and policies that improve transportation options for people of all ages and abilities. Connecting Crossroads is the Long-Range Transportation Plan (LRTP) update for the Casper urbanized area. Developing a long-range transportation plan is a federal requirement carried out by the Casper Area MPO. This plan helps prioritize how we should spend limited transportation funds on projects that best serve the values identified by the community.



WHAT IS THE CASPER AREA MPO?

Connecting Crossroads is led by the Casper Area Metropolitan Planning Organization (MPO). An MPO is the policy board of an organization created and designated to carry out the metropolitan transportation planning process. MPOs are required to represent localities in all urbanized areas (UZAs) with populations over 50,000, as determined by the U.S. Census. The Casper Area MPO provides cooperative, comprehensive, and continuous transportation planning to the Casper urbanized area which includes the City of Casper, and the Towns of Bar Nunn, Evansville, and Mills.

In addition to the LRTP, the MPO is responsible for creating annual updates to the Unified Planning Work Program (UPWP) and Transportation Improvement Program (TIP). These documents, informed by the recommended plan in the LRTP, provide a fiscally constrained framework for the MPO's allocation of funding for capital, planning, and administration projects over the next one and four Federal Fiscal Years (FYs). The projects included in the UDWP and TIP documents are reevaluated each year based on community need and are removed if they are complete, under construction, or no longer necessary.

COLLABORATION

Casper Area MPO facilitates regional and local surface transportation planning through cooperative, comprehensive, and continuous collaboration among the public and government agencies. The MPO is governed by the Policy Committee which includes representatives from member jurisdictions in addition to the County of Natrona, the Wyoming Department of Transportation (WYDOT), Casper/Natrona County International Airport, and the Casper Area Transportation Coalition (CATC). The Policy Committee is aided by a Technical Committee staffed with planners, engineers, and public works officials from each jurisdiction, and a Citizens Committee comprised of members of the public who are interested in transportation and provide a resident's perspective on planning issues.

FUNDING

Casper Area MPO directs federal funds towards projects that increase access to opportunity and prosperity, while promoting the health, wellness, and distinct character of the Casper Area's people and environment through regional policymaking.

To learn more about the MPO, go to: https://www.casperwy.gov/residents/roads_and_parking/metropolitan_planning_organization



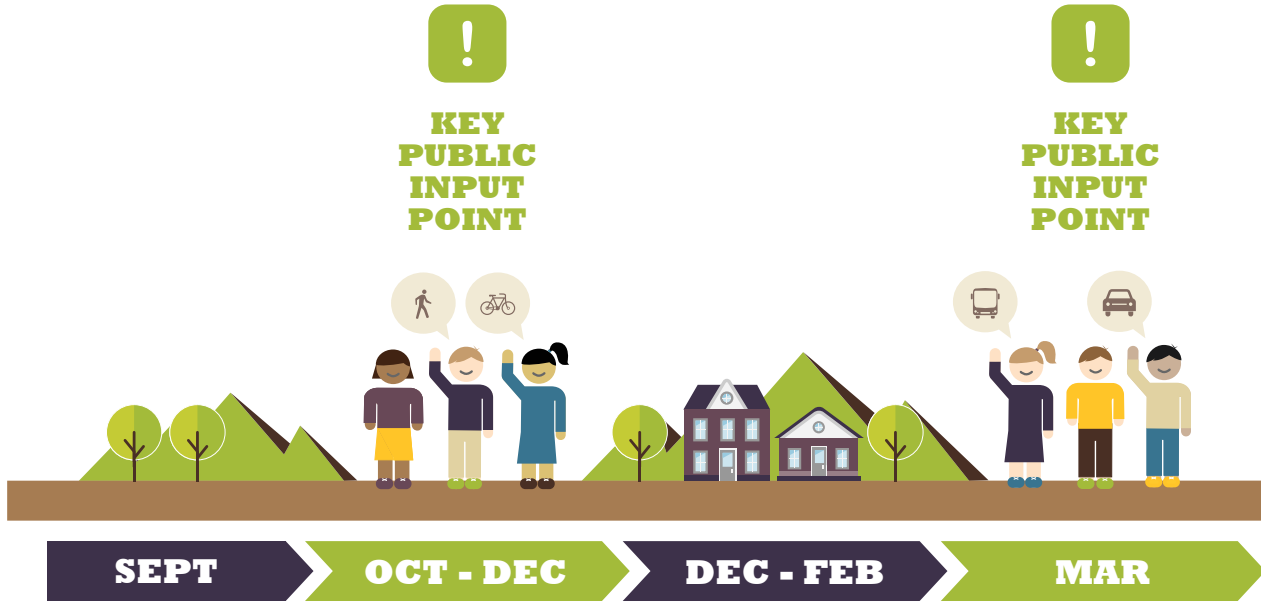
SECTION TWO:

OUR PROCESS

PROJECT TIMELINE

Connecting Crossroads is a vision for our transportation needs and opportunities over the next three-decades to ensure that our community is connected by a safe, efficient, and sustainable transportation system. The project team—made up of MPO staff and consultants—engaged with the community at key milestones along the way to ensure this final plan matches Casper Area values and priorities.





PROJECT LAUNCH

We kicked off in September 2018 by developing a project brand and met with various Casper Area MPO committees.

COMMUNITY VALUES & OPPORTUNITIES

We held two pop-up events and created an online survey to understand your priorities when it comes to getting around the Casper Area.

PROJECT GOALS, EVALUATION FRAMEWORK, & EXISTING CONDITIONS

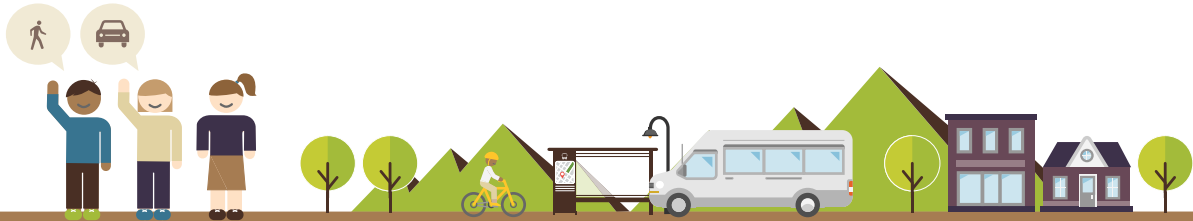
Based on the values you shared with us, we developed an evaluation framework to prioritize projects. This was approved by the MPO to guide the next phases of work. Concurrently, we explored publicly available data to better understand the demographics and existing conditions in the area.

COMMUNITY WORKSHOPS & FACILITY TOURS

We held a three-day charrette with informal workshops and work sessions at Casper College. We also visited problematic intersections and various bicycle and pedestrian “pain points” in the Casper Area.



**KEY
PUBLIC
INPUT
POINT**



**CALL FOR
PROJECTS**

We sought input from town planners, community groups, the MPO, and an online survey, to gather your input on the bicycle, pedestrian, transit, and auto projects needed to make it easier and safer to move around the Casper Area.

**PROJECT
PRIORITIZATION**

Using the evaluation framework, we scored projects and identified scenarios to illustrate different ways for the Casper Area to explore and prioritize investments in the LRTP.

**RECOMMENDED
SCENARIOS
& FUNDING
OPTIONS**

We developed a final preferred scenario that best supports the values identified by the community, responds to financial constraints, and reflects past planning processes.

**DRAFT & FINAL
LONG-RANGE
TRANSPORTATION
PLAN**

Connecting Crossroads includes a final list of projects, along with metrics to monitor performance. The plan will be adopted by the MPO to guide funding decisions moving forward.



SECTION THREE:

WHAT WE HEARD

YOU GUIDED OUR WORK

The Connecting Crossroads team worked closely with the community over the last fifteen months to make sure your mobility priorities are reflected in this plan. We gathered input from you, Casper Area residents, throughout our process. Through pop-up events in the winter and summer, community meetings, topic area workshops, and a survey available online and on paper, we heard your ideas to improve getting around the Casper Area today and in the future. The following pages share the highlights of what we learned.



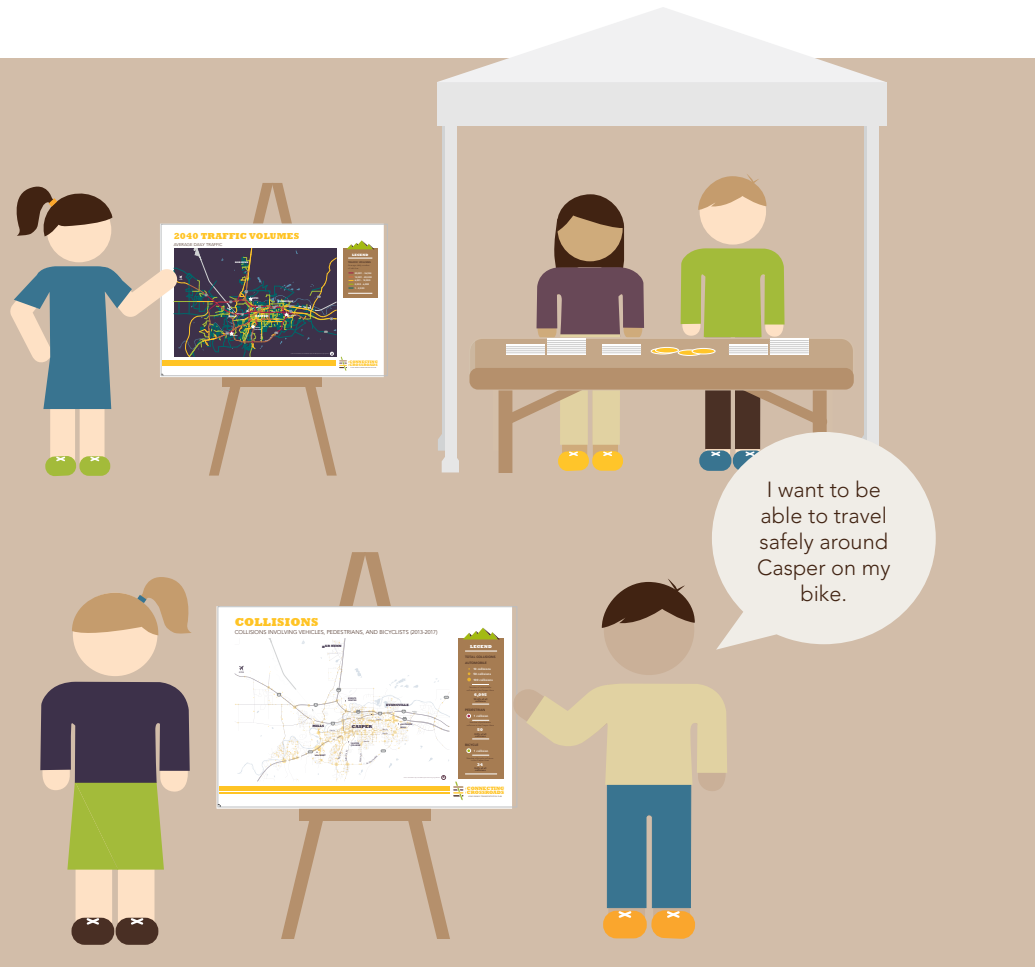
ONLINE & IN-PERSON SURVEYS

We heard from Casper Area residents through our online and in-person surveys. Shared on the project website, through social media, MPO partners, and at community events, the Connecting Crossroads survey invited residents to share their mobility values and identify opportunities for improving travel by foot, bicycle, automobile, and transit throughout the Casper Area. People from all parts of the Casper Area provided input to shape our recommendations.



WORKSHOPS & POP-UP EVENTS

Meeting people where they are is one of the best ways to reach a broad audience. The project team popped up at community destinations such as the Casper Chocolate Walk and the David Street Station Summer Market to share project updates and gather feedback. We also gave presentations at community meetings and held a series of public workshops in Spring 2019 to walk through transportation planning concepts and treatments with members of the public and draw out desired networks for future implementation. We had people of all ages stop by and speak to us, representing a wide range of the neighborhoods, professions, and personal experiences that make up the community.



WHAT WE HEARD

Through Connecting Crossroads social media, surveys, meetings, and pop-up events around the community. You helped the project team understand the Casper Area's transportation opportunities and challenges, and helped to develop brand new solutions. Examples of public comments from our survey and pop-up events include:

Bike lanes with separation from traffic would be ideal, with designated bike routes on low traffic streets.

Casper is a very easy city to navigate by bike.

Covered bus stops should be a priority as many people in fragile health have to stand out in the weather, the heat and the cold.

Emphasize walkable development and facilitate transportation for everyone, especially those without cars.

12

148



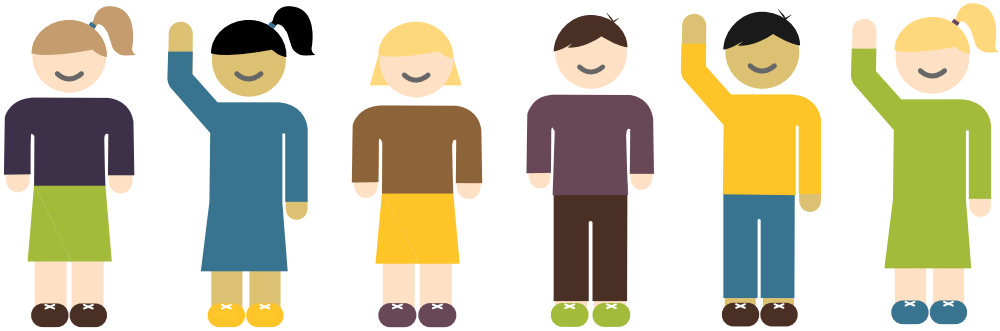
We need better connections to existing trails



The more biking and walking paths, the more chance folks will choose a healthy option to getting around.

We need to close gaps in sidewalks and make crossing Wyoming Blvd and CY Avenue safer.

It would be nice if the stop lights in the downtown and other areas were coordinated to create a better traffic flow especially at peak times.



OUR TRANSPORTATION OPPORTUNITIES

CASPER AREA MOBILITY VALUES

We heard from you that the top five most important factors for getting around the Casper Area are:



SAFETY



AFFORDABILITY



GETTING WHERE I NEED TO GO IN LESS TIME



EASE OF USE



IMPROVING HEALTH

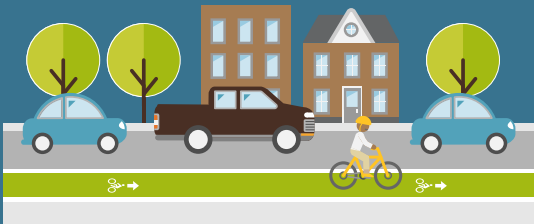
MOST DESIRED PEDESTRIAN IMPROVEMENTS

- 1 More sidewalks and trails
- 2 More lighting and landscaping
- 3 Well-marked crossing at intersections



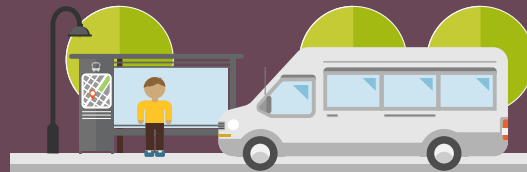
MOST DESIRED BICYCLE IMPROVEMENTS

- 1 Bike lanes and facilities that provide physical separation from cars
- 2 Trails and greenways
- 3 Traffic signals that recognize bikes



MOST DESIRED TRANSIT IMPROVEMENTS

- 1 Shelters and places to wait
- 2 More maps and information
- 3 More frequent weekend service



MOST DESIRED ROADWAY IMPROVEMENTS

- 1 Fewer potholes
- 2 Clear spaces for cars, bikes, and pedestrians





SECTION FOUR:

OUR GOALS

GOALS BASED ON VALUES

The values you shared with the project team are the foundation of Connecting Crossroads. Each recommendation in this long-range plan—whether a major project or a new program—has a hand in moving the Casper Area toward a more multimodal future. And together, these individual projects and programs will achieve a mobility vision, rooted in our values.

Federal legislation and setting goals that allow for developing performance measures was another key consideration. Since 2012, the US Department of Transportation has focused on a performance-based planning approach to transportation systems. The Moving Ahead for Progress in the 21st Century (MAP-21) bill established the first federal performance and outcome-based measures for transportation at a national level. This was followed in 2015 by the Fixing America's Surface Transportation (FAST) Act, which requires transportation performance management to be incorporated into the plans produced by MPO's. Topics that performance measures must address include:

- ▶ Roadway Safety
- ▶ Pavement and Bridge Conditions
- ▶ Performance of the National Highway System (NHS) for People and Freight

Connecting Crossroads includes five goals to reflect today's needs and priorities and the outcomes we want to achieve in the next three decades. The goals are also the basis for the project and scenario evaluation process that helped us refine our priorities. Our goals were formed by those of the previous LRTP, Generation Casper, and input meetings with the MPO advisory committees. Our draft set of goals was presented to the public for feedback, from which we adjusted Goal 5 to better consider the ease of use that mobility solutions provide to the community. The goals and the process we followed are described in the following pages.



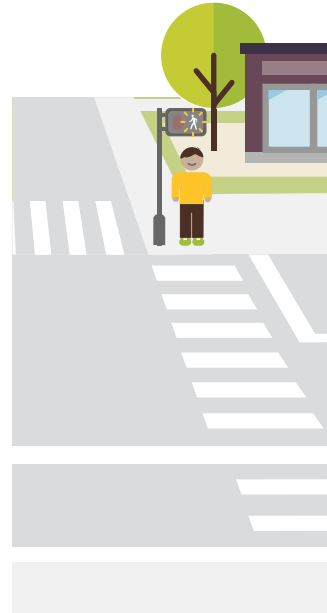
OUR GOALS

The Connecting Crossroads goals are described below to explain the role each of them plays in shaping our mobility future.

GOAL 1

INCREASE TRANSPORTATION OPTIONS FOR ALL MODES

Improve reliability and connections in our transportation network and increase the number of mobility options available. Focus transit service to meet policy objectives. Enhance off-street trail network and connect with on-street bike facilities.



GOAL 2

IMPROVE SAFETY AND HEALTH FOR ALL RESIDENTS

Develop a data-driven approach to spending that prioritizes safety and provides solutions in areas of greatest need. Develop infrastructure that will safely accommodate vulnerable users and encourage the use of active modes. Enhance ability for pedestrians, bicyclists, and transit users to access community assets such as parks, schools, and healthy food sources.



GOAL 3

ENHANCE THE REGION'S DISTINCT CHARACTER

Develop a transportation system that respects the context of the Casper Area and protects and enhances our cultural and natural resources for future generations. Reduce transportation-related emissions and adopt a land use pattern of growth that discourages urban sprawl.





GOAL 4

SUPPORT THE REGION'S DIVERSIFYING ECONOMY

Maintain roads and services to support the regional economy, local industry, and goods movement. Provide multimodal access to job opportunities and employment centers. Bring existing assets into a state of good repair and recommend a balanced set of investments for the future.



GOAL 5

PROMOTE AFFORDABLE AND EASY MOBILITY SOLUTIONS

Develop mobility recommendations that ensure affordable regional access and consider cost and benefits for their entire lifecycle. Ensure mobility options are well communicated to all residents and reach those most in need.





SECTION FIVE:

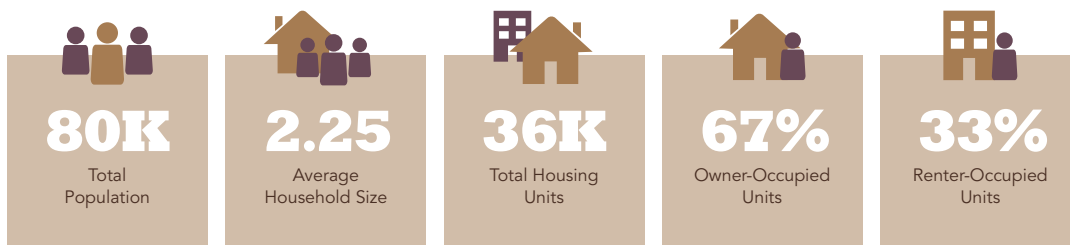
CASPER TODAY

WHO WE ARE

The Casper Area is central Wyoming’s hub of commerce and culture, where residents and visitors alike can spend an afternoon in the downtown business district or enjoy a wealth of outdoor activities and revel in the charming Western scenery. With the abundance of activities and access to nature, people are increasingly choosing to reside in the Casper Area. As a result, the region is sprawling, presenting opportunities and challenges for the people that live, work, and visit here. Connecting Crossroads identifies investments and improvements that help all people connect to home, school, work, and the beautiful outdoors.

CASPER AREA BY THE NUMBERS

The statistics presented below include all areas within the Casper Metropolitan Planning Organization (MPO) boundary and in some cases, Natrona County.



Source: 2017 ACS Census Data 5-Year Estimates

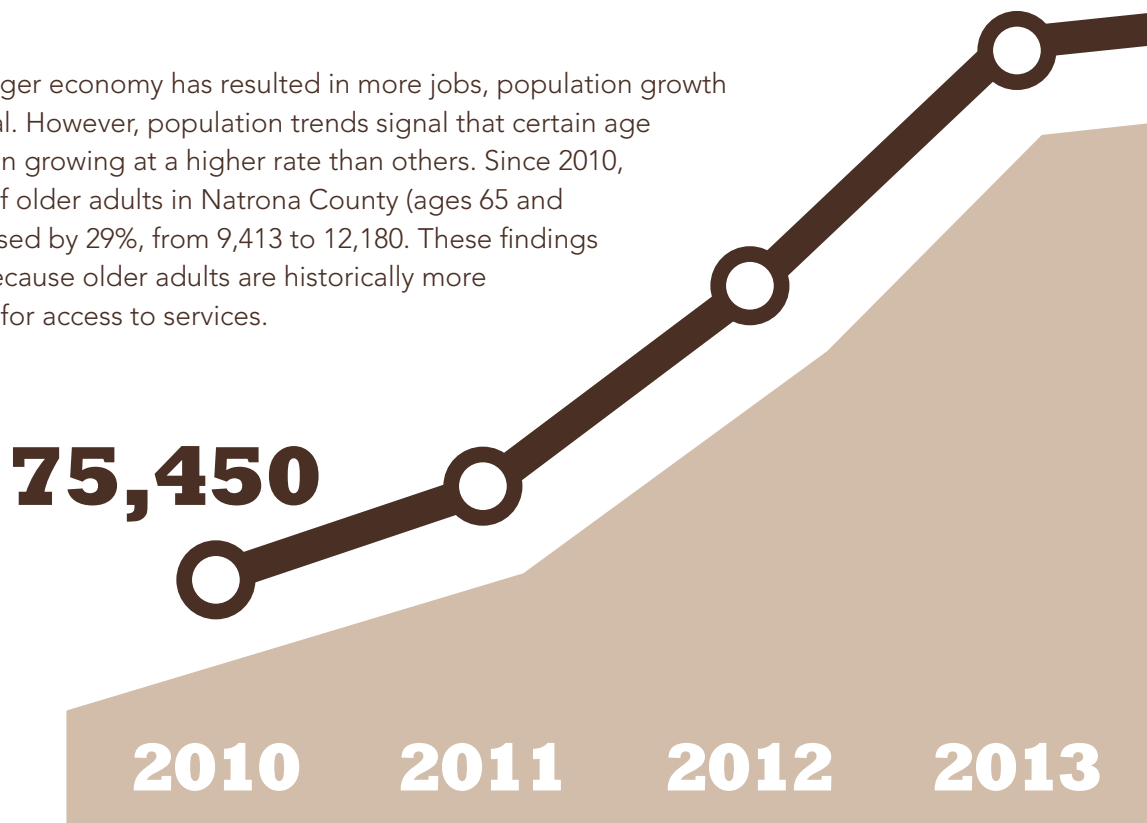


HOW MANY PEOPLE LIVE IN THE CASPER AREA?

Approximately 80,000 people live in the Casper Area, an eight percent increase from 2010. The average household size is 2.25 people, slightly lower than the national average of 2.6. The area remains less ethnically diverse than the nation, with the non-white population representing only seven percent of the total population.

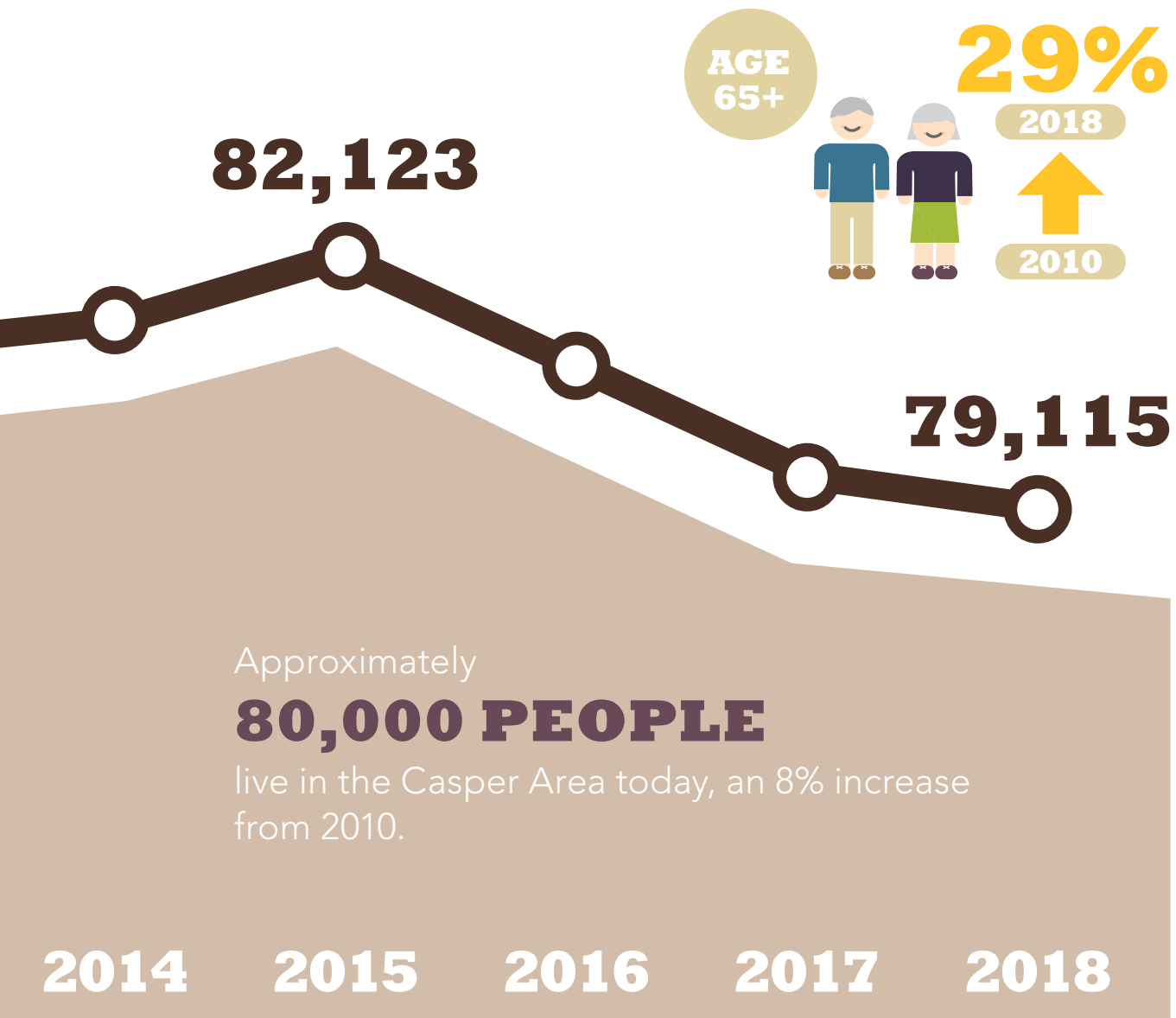
Population growth in the Casper Area is traditionally driven by the energy industry, making it challenging to plan for future growth. A major energy downturn in 2016 resulted in a population loss of 1,000 people in the Casper Area, placing it among the worst ten housing markets in the country.¹ Since then, oil and gas production has increased and the local economy has bounced back. Home values increased by 1.4 percent between August 2018 and August 2019, and 400 new jobs were added in 2019 alone.

Although a stronger economy has resulted in more jobs, population growth has been minimal. However, population trends signal that certain age groups have been growing at a higher rate than others. Since 2010, the population of older adults in Natrona County (ages 65 and older) has increased by 29%, from 9,413 to 12,180. These findings are significant because older adults are historically more reliant on transit for access to services.



¹ Nationwide Economics. (2016). Nationwide's Health of Housing Markets Report. Retrieved from <https://blog.nationwide.com/wp-content/uploads/2015/03/HoHM-Report-2016Q3-NFM-13575AO.2.pdf>

Older adults are also more likely to have a physical disability that requires a higher level of service, such as a life-equipped vehicle or door-to-door service. As the older adult population continues to increase, transit in the Casper Area has the opportunity to gain more riders. Service, however, must be convenient and reliable to attract and retain these new customers.



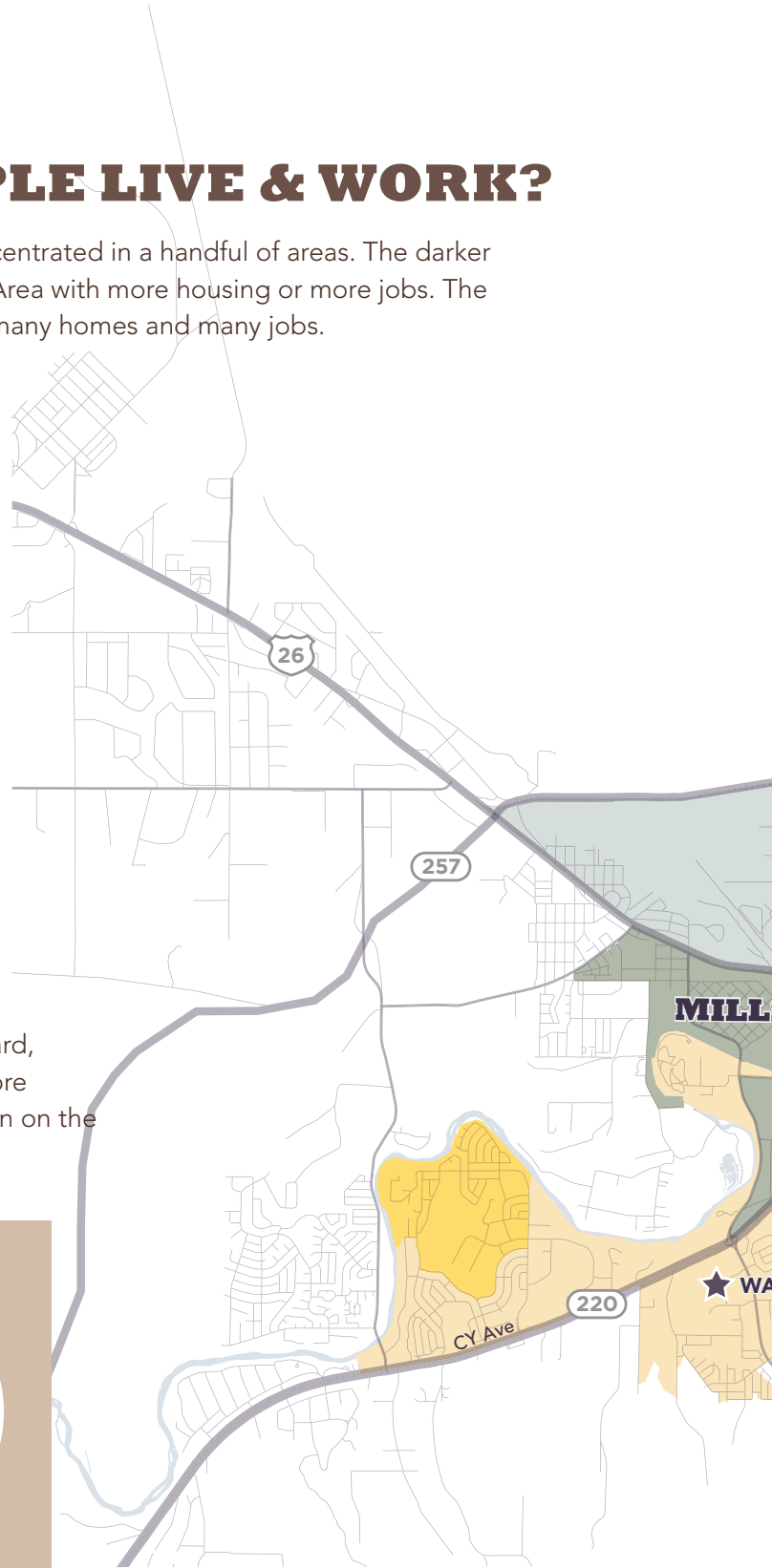
Source: U.S. Census Bureau, Population Division, June 2019

WHERE DO PEOPLE LIVE & WORK?

People and jobs in the Casper Area are concentrated in a handful of areas. The darker areas on the map show parts of the Casper Area with more housing or more jobs. The darkest green areas are those with a mix of many homes and many jobs.

- ▶ Downtown Casper and the areas surrounding Eastridge Mall and Casper College have higher employment.
- ▶ There are high concentrations of residents along 12th Street and south of 15th Street.
- ▶ The area slightly east of downtown Casper and south of Evansville near Walmart have a relatively high concentration of people and jobs, likely due to Wyoming Medical Center and hotel or retail jobs west of Wyoming Boulevard.

As the Casper Area continues to grow outward, thoughtful land use policies can facilitate more compact growth, ultimately putting less strain on the transportation network.



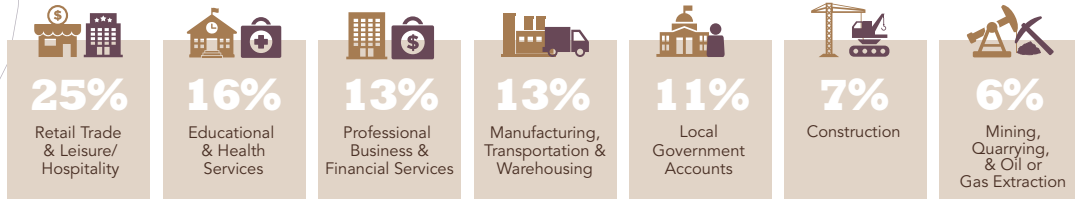
DID YOU KNOW?

43%
of workers earn at least **\$40,000** a year.

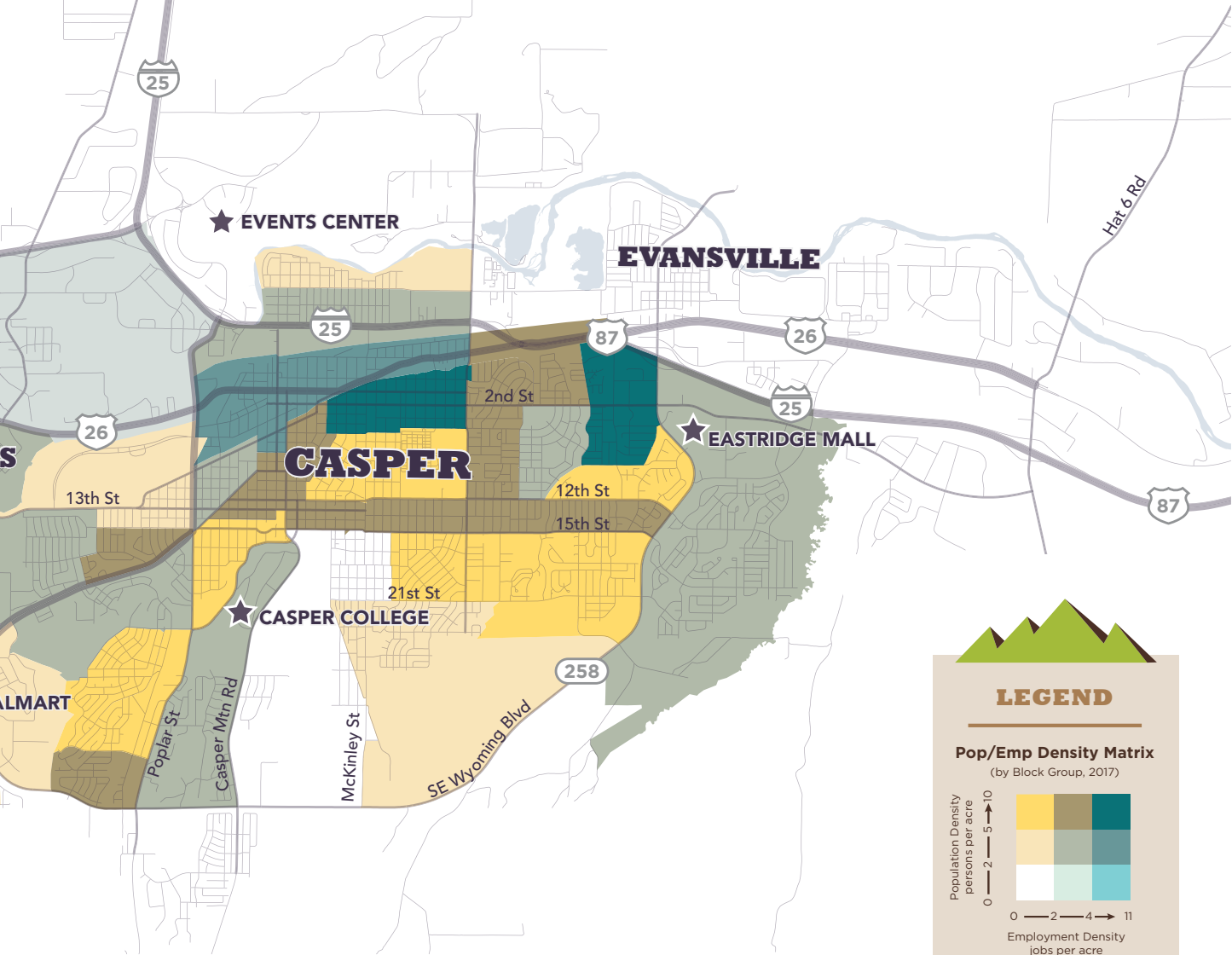
A donut chart with a brown background. The chart is divided into two segments: a smaller brown segment representing 43% and a larger white segment representing 57%. In the center of the brown segment is a brown circle containing a white dollar sign (\$).

BAR NUNN

EMPLOYMENT BY INDUSTRY



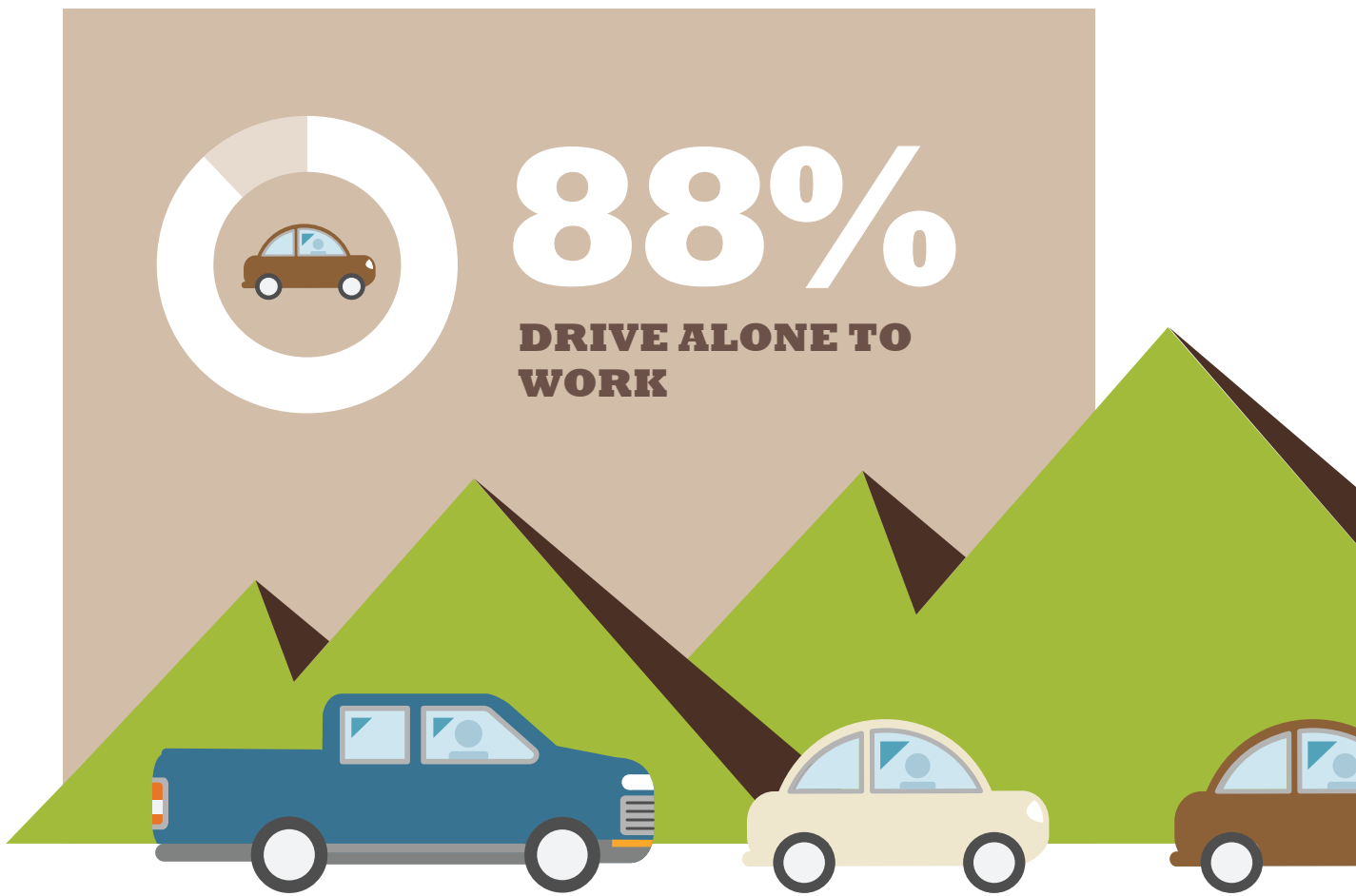
State, Federal Government, and Other Services account for 9% of employment industries in Natrona County
 Source: Wyoming Department of Workforce Services and U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages for Natrona County, 2017; 2013 Census LEHD



HOW WE GET AROUND

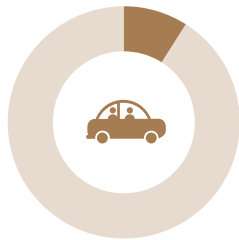
The way people get around today—and the ways they want to move in the future—point to opportunities for Connecting Crossroads to guide the next three decades of transportation. This section looks at the movement of people and goods in the Casper Area today, focusing on the places they need to go and the connections they are making.

COMMUTING IN THE CASPER AREA



Source: 2017 ACS Census Data 5-Year Estimates

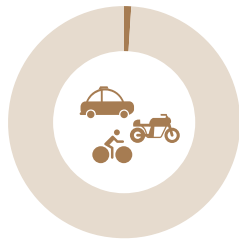
COMMUTE BY MODE



CARPOOL
9%



WALK
2%



**TAXI, MOTORCYCLE,
BIKE, OR OTHER**
1%



TRANSIT
<1%

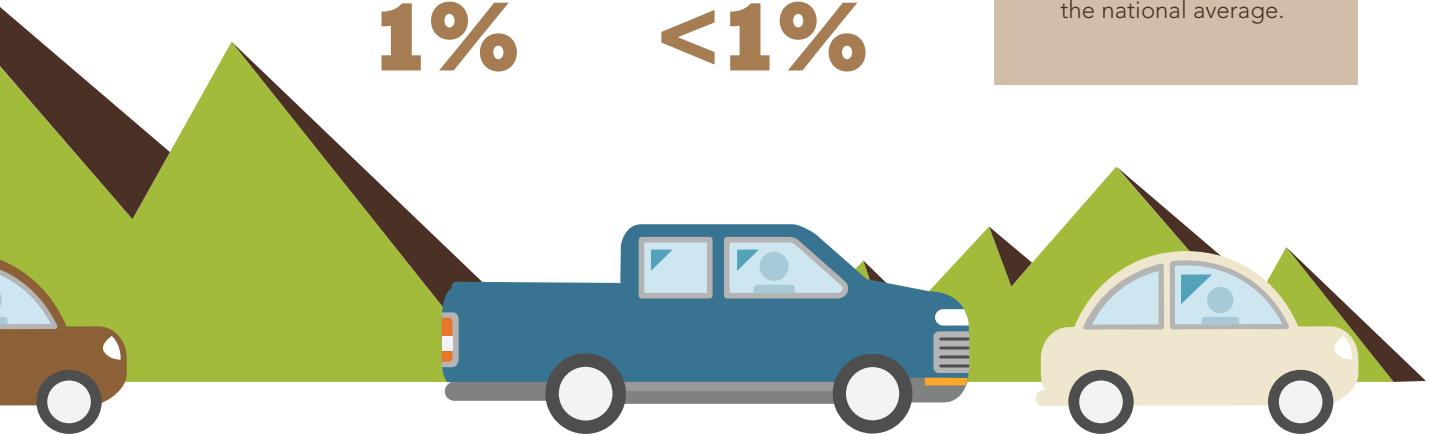
DID YOU KNOW?

Nearly $\frac{3}{4}$ of commuters in the Casper Area can get to work in



**LESS
THAN
20
MINS**

which is a 75% greater share than the national average.



TRANSIT IN THE CASPER AREA

Casper Area Transportation Coalition (CATC) has provided Dial-A-Ride services since 1982 and fixed-route services (known as “The Bus”) since 2005. Understanding how existing service operates is important for identifying ways to make CATC and The Bus easier for everyone to use. In the spring of 2019, minor transit and stop improvements were implemented to make routes more direct and to reduce travel times for passengers. More changes to the system will be made in the coming years.

► 6 BUS ROUTES

Help move people throughout the Casper Area six days a week.

► 1 DIAL-A-RIDE SERVICE

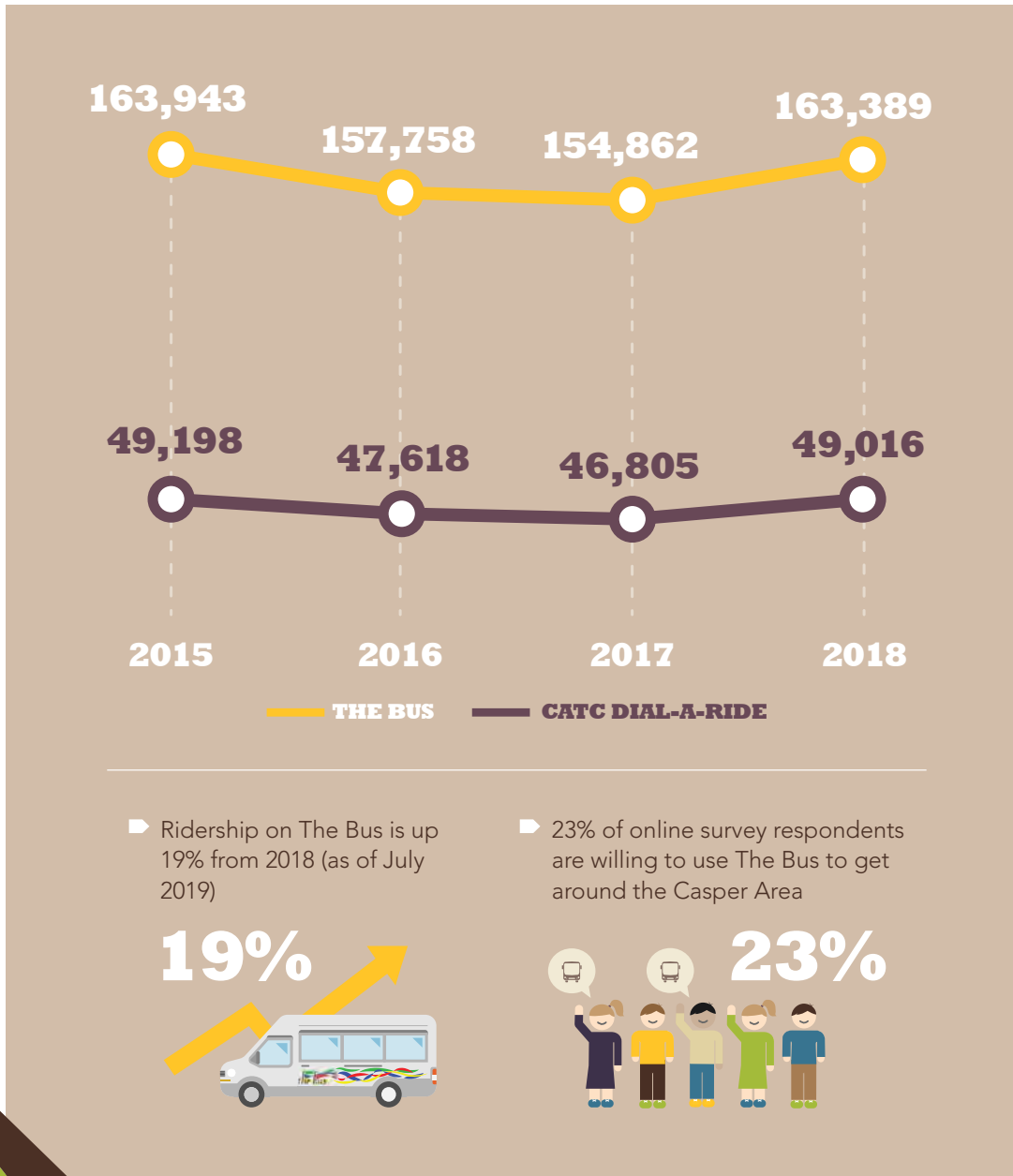
Provides low cost, door-to-door service for riders who are disabled, elderly, or disadvantaged. Rides must be reserved at least two to three days in advance.

► 1 MAJOR TRANSFER HUB

At the Downtown Transfer Station on 2nd and Beech streets connecting four of six routes.

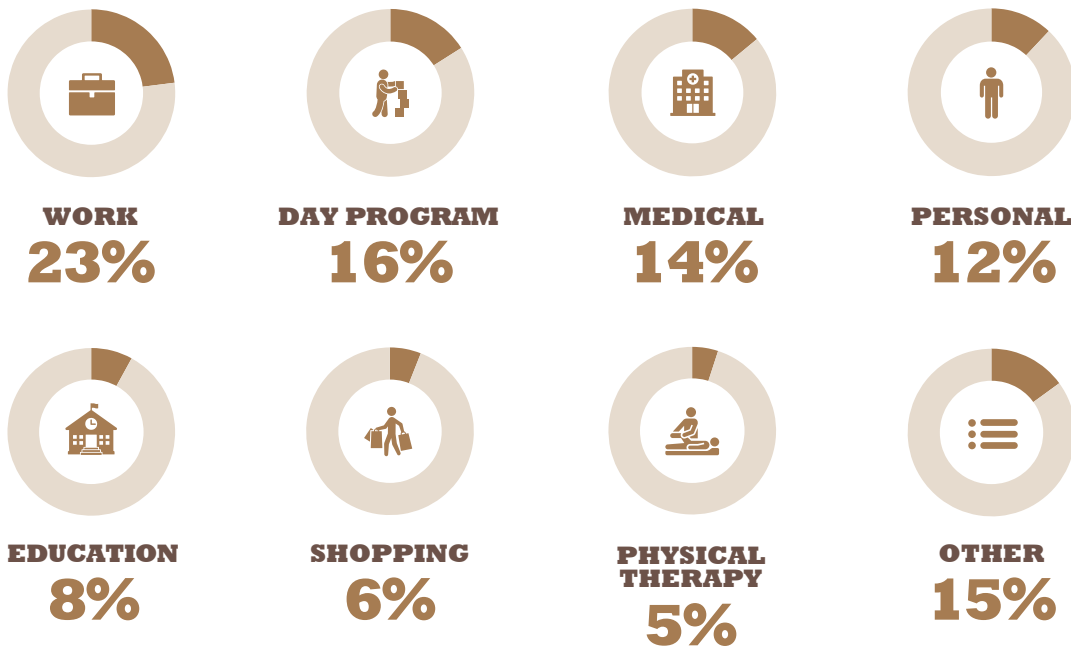


ANNUAL RIDERSHIP



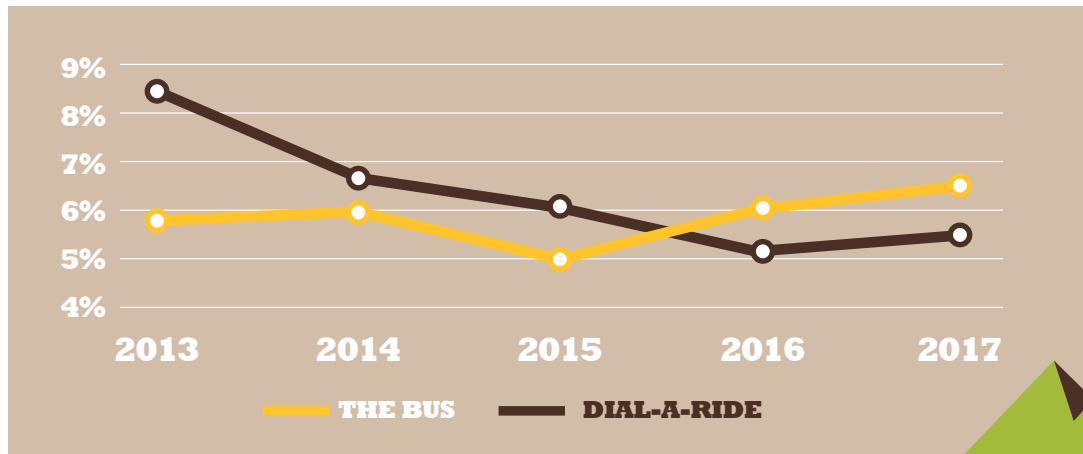
Source: CATC (2018) and LRTP online survey (2019)

DIAL-A-RIDE TRIP PURPOSES



Source: CATC, October 2018.

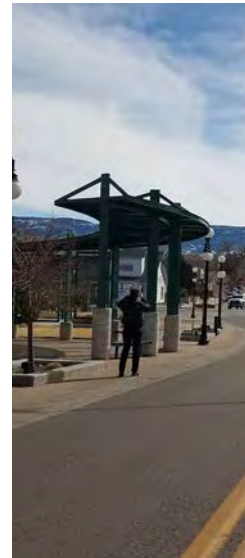
FAREBOX RECOVERY RATIO



Farebox recovery ratio is the percent of a trip's operating costs recovered through passenger fares. CATC's reported ratios are typical for systems of its size. Source: National Transit Database, 2017

INTERCITY BUS SERVICES

There are three existing intercity bus services in the Casper Area: Express Arrow, Greyhound, and Amtrak Thruway Bus Service. All three services pick up and drop off passengers at the Casper Bus Depot on Center Street. These companies provide transportation within Wyoming and to nearby cities such as Denver, CO. Other destinations may require a transfer to another intercity bus or rail service. While limited in frequency, intercity buses are an integral part of providing regional access at a lower cost compared to other modes such as air travel.



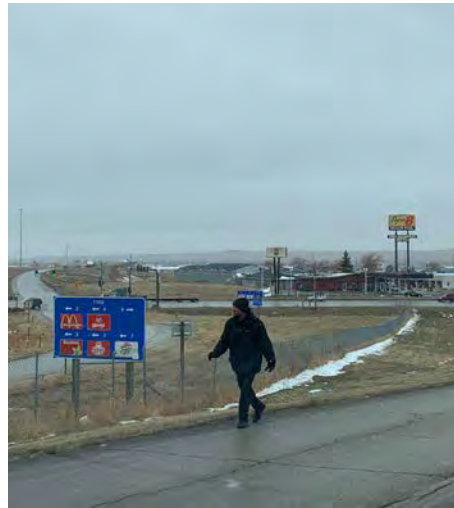
WALKING IN THE CASPER AREA

Each day, people walk and bike to move around the Casper Area. Whether getting to the bus stop, to their parked car, or within the community, people should feel safe and comfortable getting around the Casper Area.

Providing safe places to walk requires careful consideration of and respect for the context of the environment. While sidewalks are not needed along every major highway in the Casper Area, providing safe places to walk to schools, downtown Casper, and other local destinations is critical. In more rural areas, creative design approaches can be used, such as crushed gravel paths away from the side of the road, to avoid disrupting the natural environment.



The Casper Area has a robust off-street trail network but there are opportunities to improve safety at roadway crossings



LEFT: Ongoing improvements to the Old Yellowstone District are making downtown Casper a safer and more inviting place to walk. RIGHT: Lathrop Rd provides a vital link to jobs and services for Evansville residents south of the Yellowstone Hwy. "Desire paths" were observed in the grass along the side of the roadway from Curtis St, revealing that the segment is frequently used by pedestrians despite a lack of safe facilities.



Some larger intersections, such as E. Second St and Wyoming Blvd shown here, have long crossing distances with a lack of pedestrian safety counter measures such as curb extensions, high visibility crosswalks, and refuge islands.

BIKING IN THE CASPER AREA

Bicycling in the Casper Area is popular among residents. However, creating a bikeable community that makes it easier and safe to ride for all types of trips requires a more intentional approach to bicycle infrastructure.

- ▶ 19% of respondents to the online survey said they are willing to bike around the Casper Area.



PLATTE RIVER TRAILS TRUST

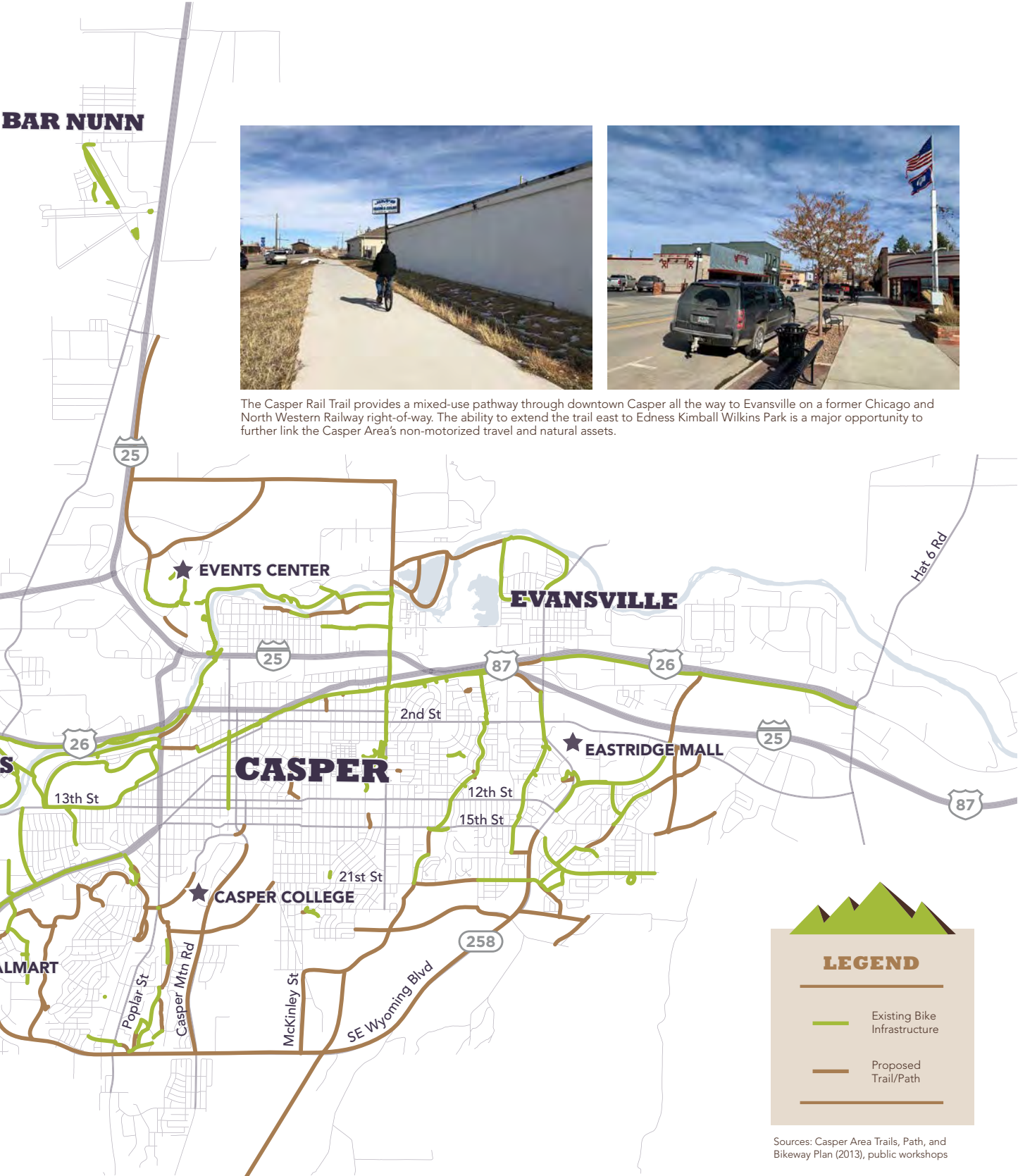
The Platte River Trails Trust is a non-profit 501(c)3 organization that works with many community partners to develop, enhance, and maintain the 11-mile trail system in the Casper Area. Incorporated in 1982, the Platte River Trails Trust is led by a volunteer board that is committed to expanding the trail network for all users.



BAR NUNN



The Casper Rail Trail provides a mixed-use pathway through downtown Casper all the way to Evansville on a former Chicago and North Western Railway right-of-way. The ability to extend the trail east to Edness Kimball Wilkins Park is a major opportunity to further link the Casper Area's non-motorized travel and natural assets.



LEGEND

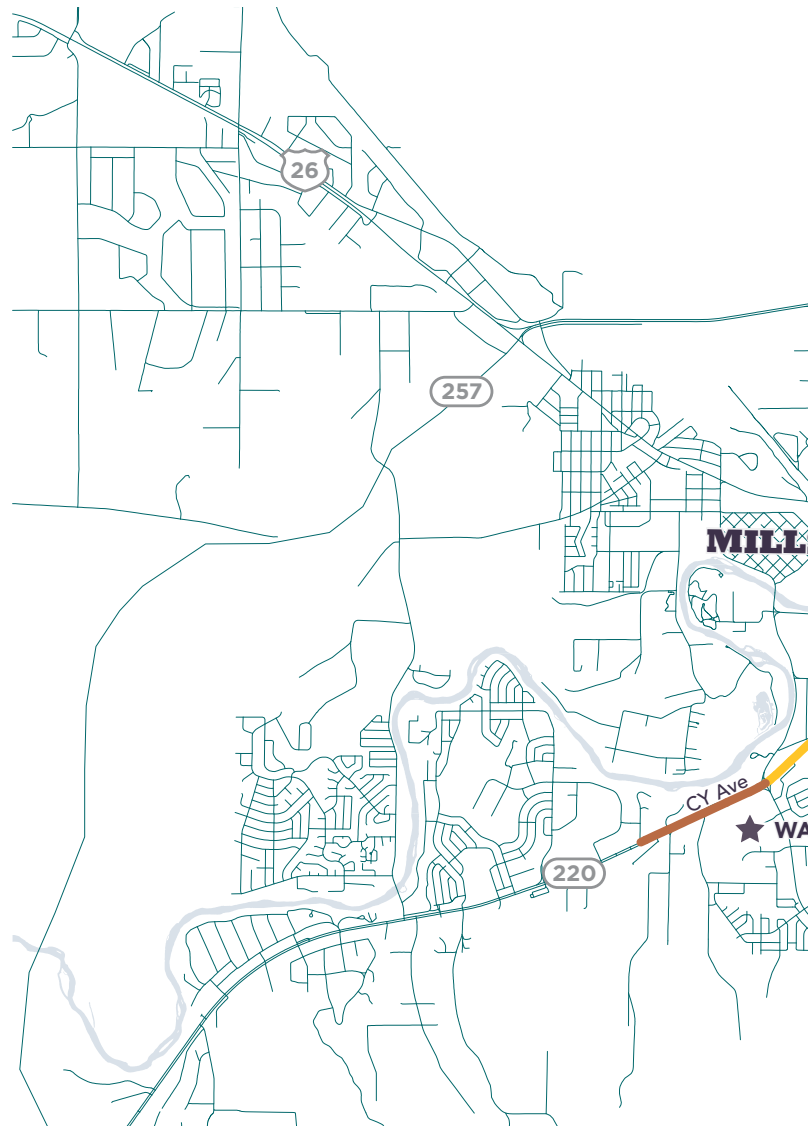
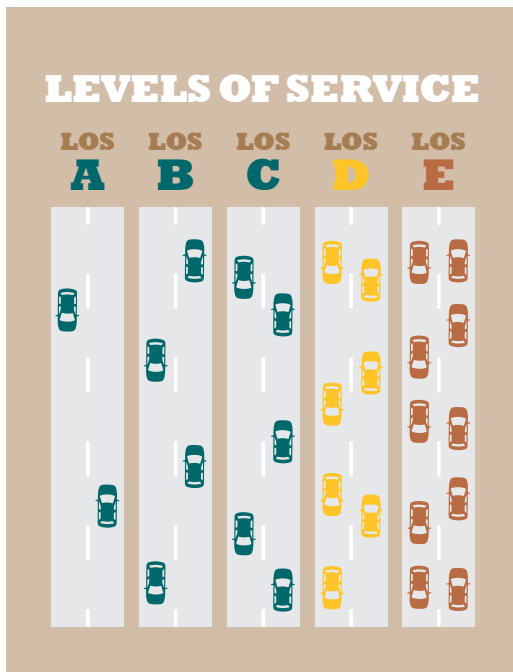
- Existing Bike Infrastructure
- Proposed Trail/Path

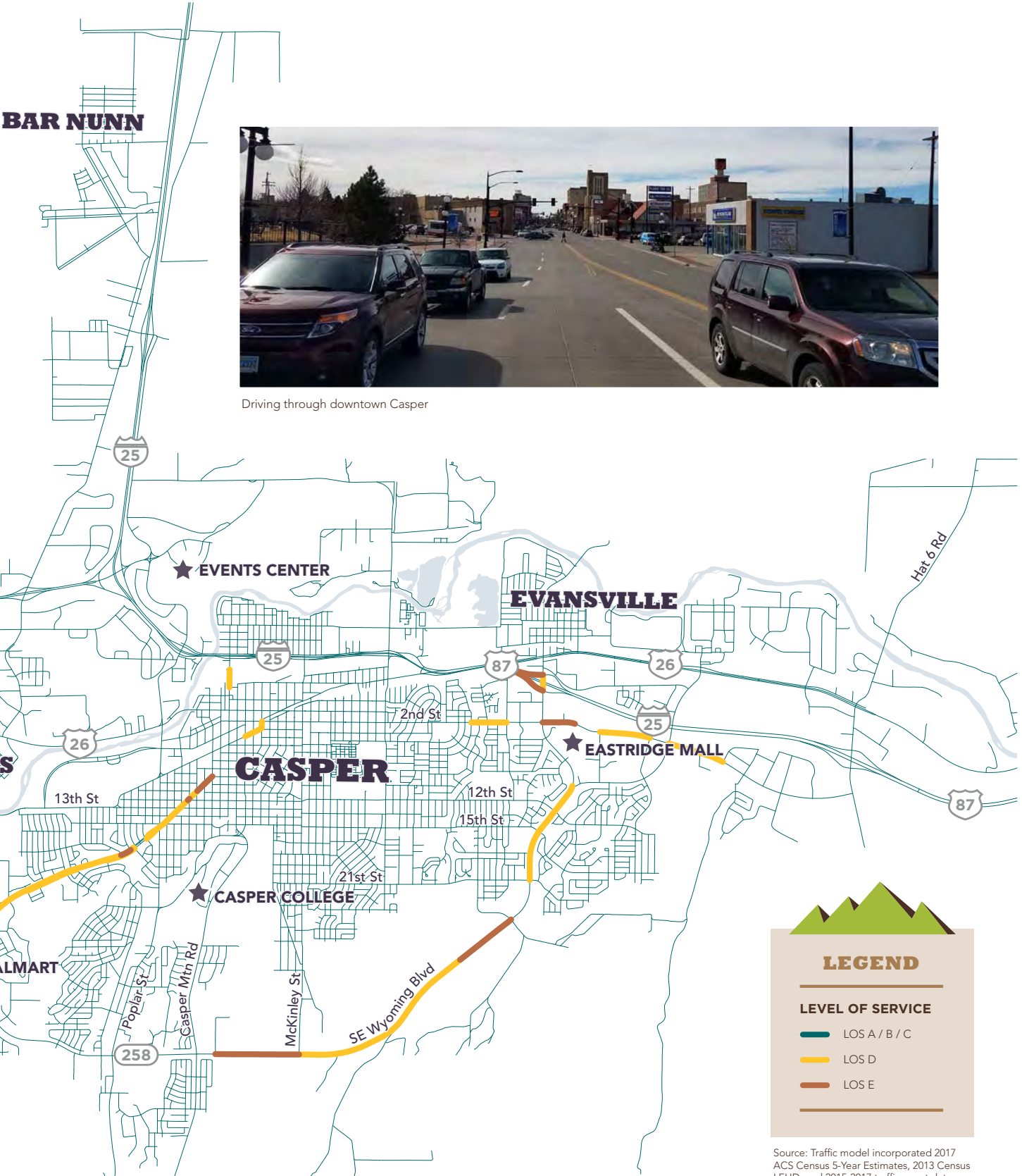
Sources: Casper Area Trails, Path, and Bikeway Plan (2013), public workshops

DRIVING IN THE CASPER AREA

According to Census data, about 97% of people use a car to get to work in the Casper Area, whether they drive alone or carpool. Results from the Connecting Crossroads online survey were less one-sided, with 68% of respondents saying they typically drive and 25% saying they use The Bus around the Casper Area. Regardless, this reliance on driving leads to congestion, increases the need for roadway maintenance, and adds greenhouse gases and other pollutants to the air.

This map illustrates the Level of Service (LOS). LOS is a letter designation that rates the congestion conditions on a street facility. Scores range from "A" to "F," where an "A" implies that vehicles can travel on the road with minimal congestion. Overall, the LOS in the region is very good. No roads function at a LOS of F. The most congestion is seen along Wyoming Boulevard, CY Avenue, and 2nd Street.





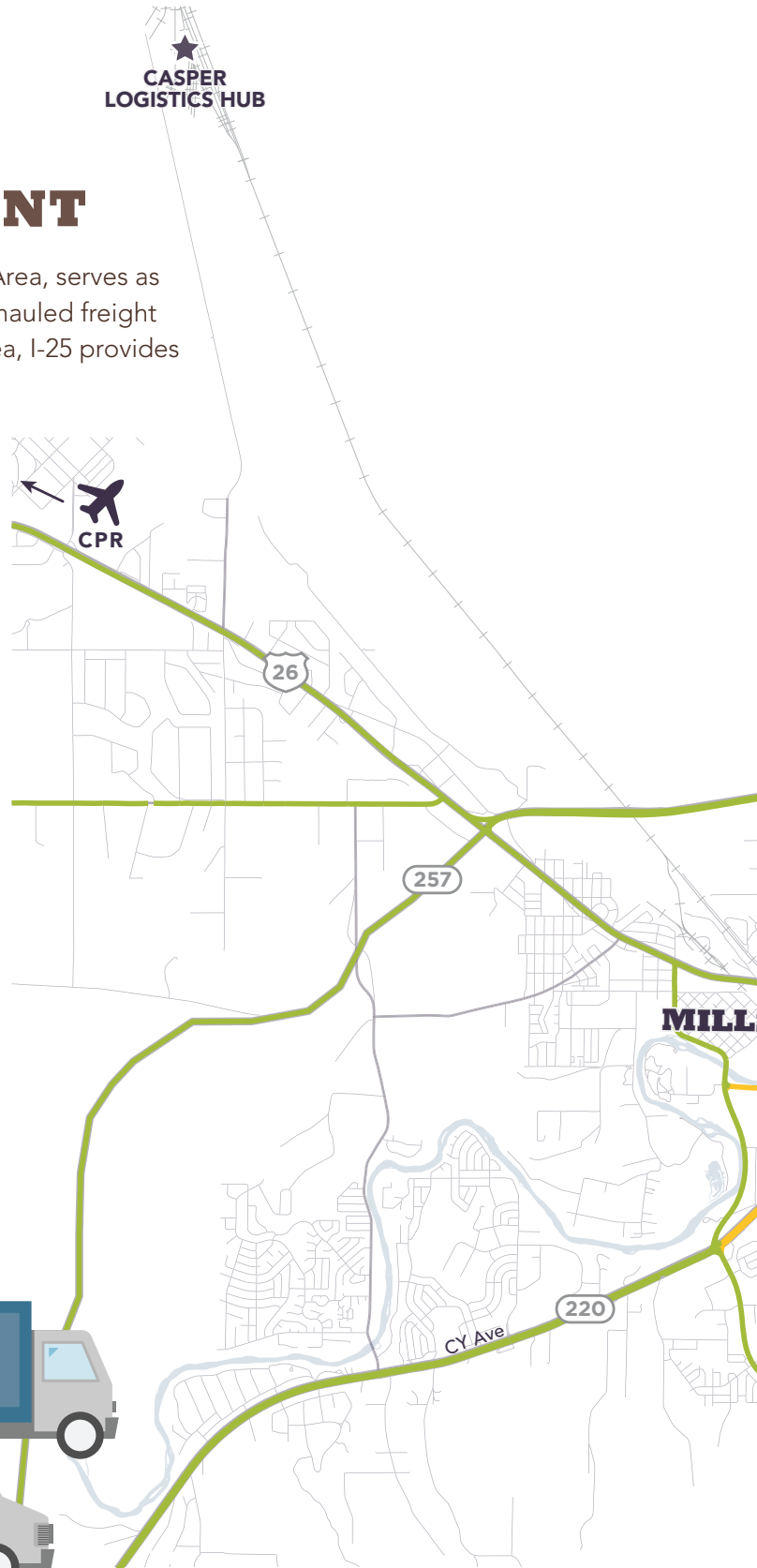
Driving through downtown Casper

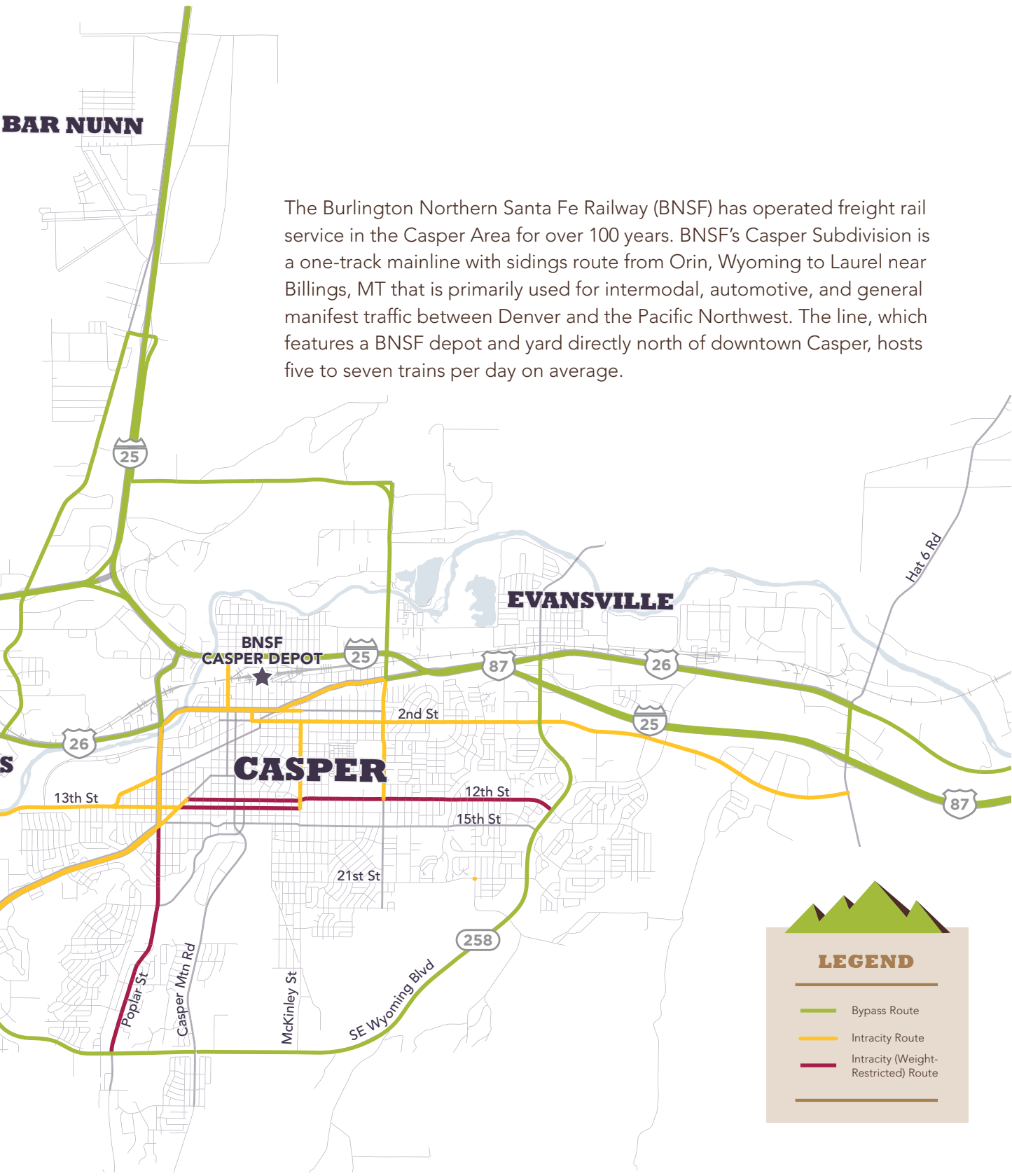
GOODS MOVEMENT

Interstate-25, which transverses the Casper Area, serves as the primary north-south conduit of highway hauled freight in the Mountain States. From the Casper Area, I-25 provides connectivity to the greater interstate highway system and critical east-west conduits of highway freight via I-80 in Cheyenne and I-90 in Buffalo.

The Casper Area is also served by the Bighorn Divide & Wyoming Railroad (BDW), a short-line railroad that performs transloading and transports products from local industry to BNSF mainline interchanges. The BDW operates the Casper Logistics Hub (CLH), a transloading, trucking, erecting, storage, and warehousing facility, near the Casper-Natrona County International Airport (CPR). The facility, which features room for transloading of up to 500 railcars, can accommodate products such as lumber, petroleum, coated pipe, soda ash, and wind turbines. CLH is the largest transloading facility along the BNSF network between Denver, CO and Billings, MT and offers key connections to CPR and US26.

CASPER
LOGISTICS HUB





The Burlington Northern Santa Fe Railway (BNSF) has operated freight rail service in the Casper Area for over 100 years. BNSF's Casper Subdivision is a one-track mainline with sidings route from Orin, Wyoming to Laurel near Billings, MT that is primarily used for intermodal, automotive, and general manifest traffic between Denver and the Pacific Northwest. The line, which features a BNSF depot and yard directly north of downtown Casper, hosts five to seven trains per day on average.

LEGEND

- Bypass Route
- Intracity Route
- Intracity (Weight-Restricted) Route

AVIATION

The Casper-Natrona County International Airport (CPR), located approximately seven miles northwest of downtown Casper, is the primary aviation facility within the Casper Area. The Airport is designated as a Non-hub Primary Commercial Service Airport, with two active runways, 75 T-hangars, and 13 corporate hangars. The Airport is currently served with multiple daily scheduled flights to Salt Lake City on Delta Connection and Denver on United Express by a combination of Canadair CRJ 200/700 and Embraer ERJ-145 regional jets. FedEx and UPS both have cargo operations at the airport that receive and send packages to their nationwide hubs in addition to rural locations in Wyoming, Colorado, and Nebraska. Located on the property is the C/NCIA Business Park which consists of almost 200 acres of land with business park and industrial facilities with an additional 200 acres available for future development. A new roadway connection between the Airport and Bar Nunn/I-25 has been cited as a priority from Airport representatives in order to support future growth of the Business Park.



Inside lobby of Casper-Natrona County International Airport

HEALTH & SAFETY

Having safe ways to move around is one of the top priorities of residents in the Casper Area. People worry about fast-moving vehicles and limited facilities for people walking and biking. Those same concerns have an impact on the health of Casper Area residents, as a lack of safe and connected bicycle and pedestrian facilities impacts our individual and community health.

WHAT WE KNOW:



Source: Natrona County Community Health Status Report (2018)

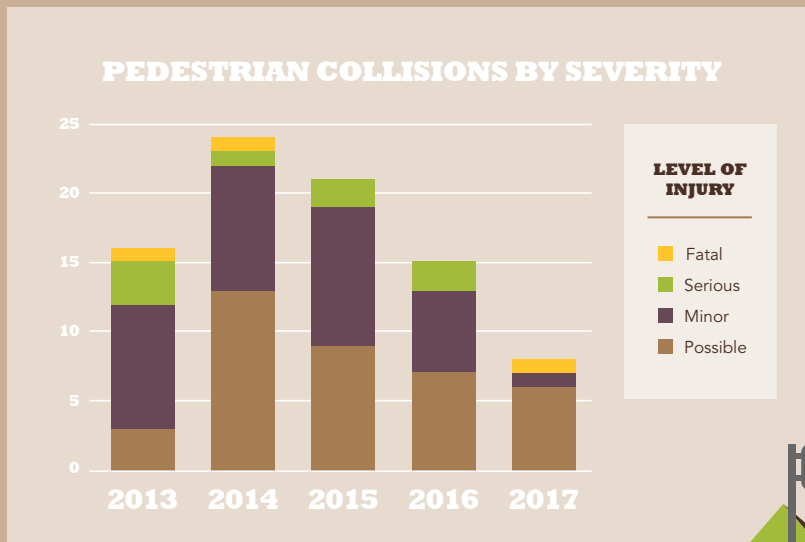
MISSING AND DISCONNECTED FACILITIES

There is desire in the Casper Area for viable transportation options other than the single occupancy vehicle. A strong active transportation network promotes physical activity and wellbeing, allowing people to get from point A to point B without the use of a car. Despite the Casper Area’s strong trail system, there are a number infrastructure and policy shortcomings that prevent the Casper Area from truly being walk- and bike-friendly.

PEDESTRIAN SAFETY ISSUES

- **Long and exposed crossings distances** leave pedestrians unshielded in the roadway
- **Lack of ADA provisions** make walking a hostile endeavor for people with disabilities
- **Indirect paths of travel** add unnecessary travel time
- **Narrow sidewalks** with mountable curbs impede pedestrian flows

PEDESTRIAN COLLISIONS BY SEVERITY



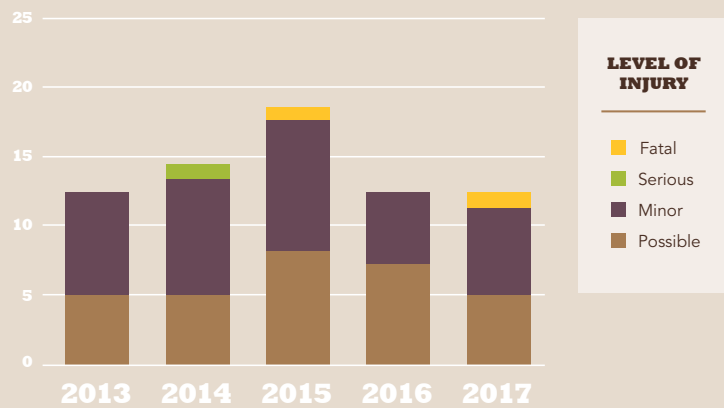
Source: Natrona County Community Health Status Report (2018)



BICYCLE SAFETY ISSUES

- **Few protected facilities** leave cyclists exposed to vehicle traffic
- **Lack of bicycle signals** makes biking through street intersections more dangerous and inefficient
- **Dangerous crossings at intersections** and trails put bicyclists at risk with crashing into other road users
- **Lack of connectivity to trail network** results in missed opportunities for increased connections within the Casper Area
- **Driver education** on how to interact with bicyclists is lacking, leaving the responsibility on bicyclists to ensure safety measures are being followed

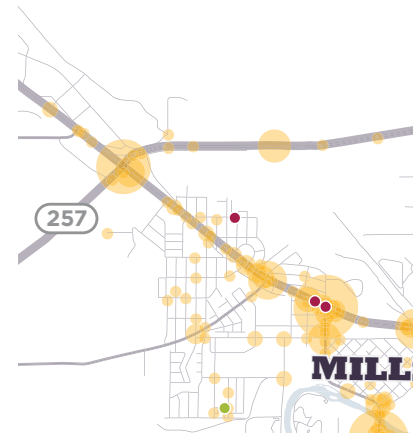
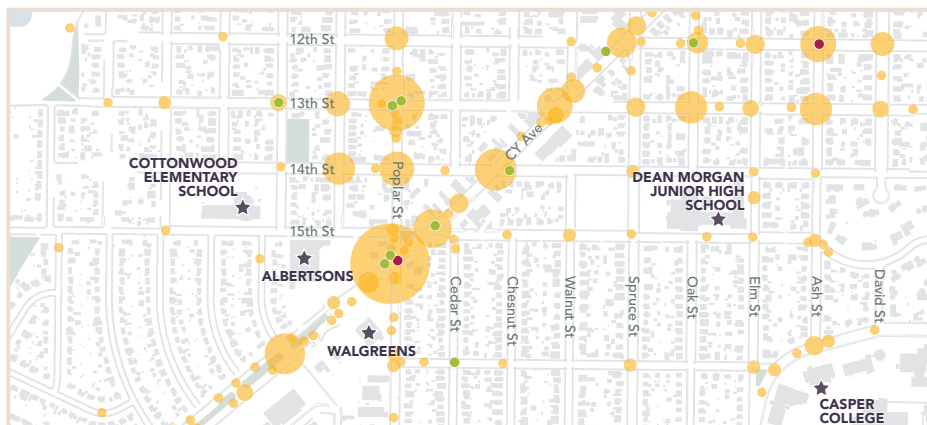
BICYCLE COLLISIONS BY SEVERITY



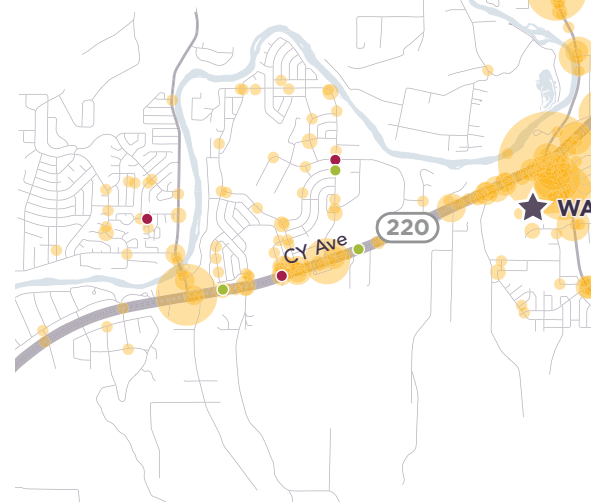
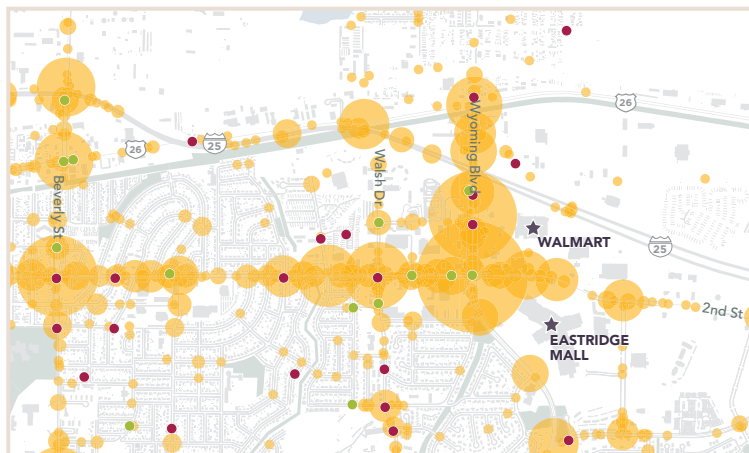
TRAFFIC SAFETY

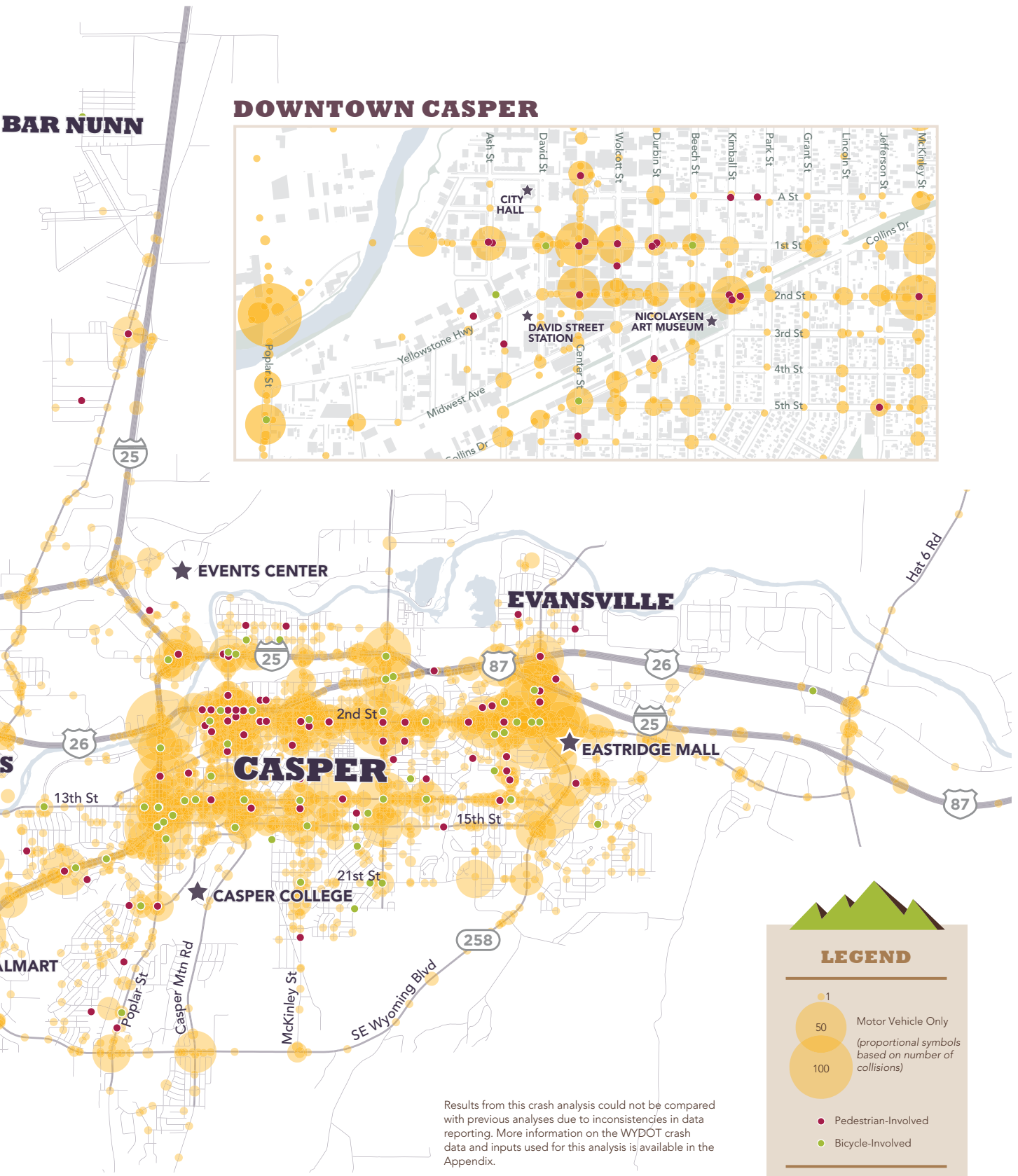
Between 2013 and 2017, the Casper Area experienced a total of 6,324 crashes. Of those, 21% resulted in injuries ranging from minor to severe. Most crashes (78%) did not involve injuries and resulted only in property damages. The intersection of 2nd Street and Southeast Wyoming Boulevard saw 29 crashes in the five-year period, the second-highest of any intersection in the region (CY Avenue and Wyoming ranked number one with 34 crashes). CY Avenue and Poplar Street ranked fifth-highest, with 21 crashes, but also had a high concentration of bicycle-involved collisions. The highest concentration of pedestrian-involved crashes occurred in downtown Casper, which is one of the most walkable areas in the region. At least 15 pedestrian-involved crashes occurred in Downtown Casper, with seven incidents on 1st Street alone.

CY AVE AND POPLAR ST



2ND ST AND WYOMING BLVD

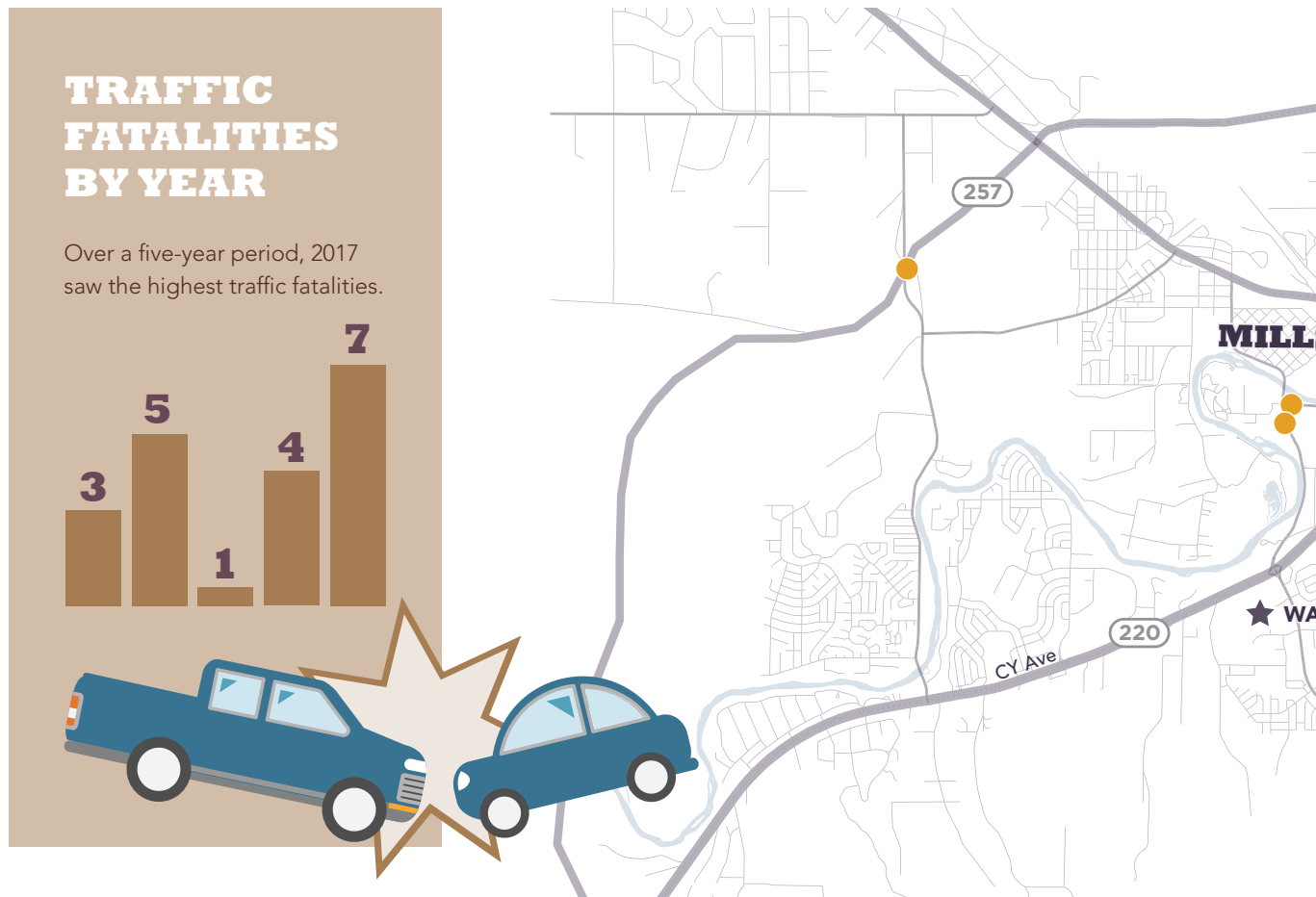




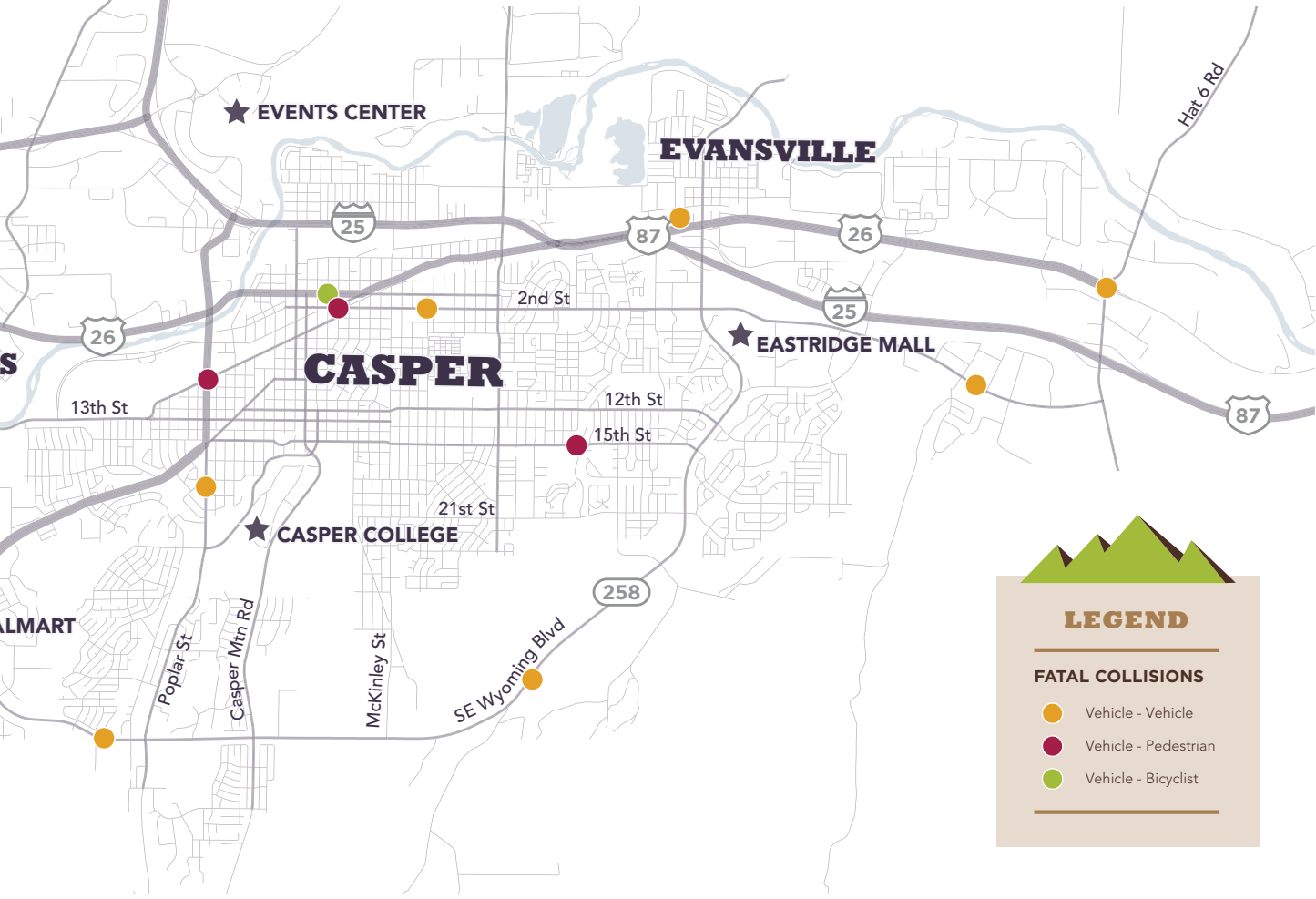
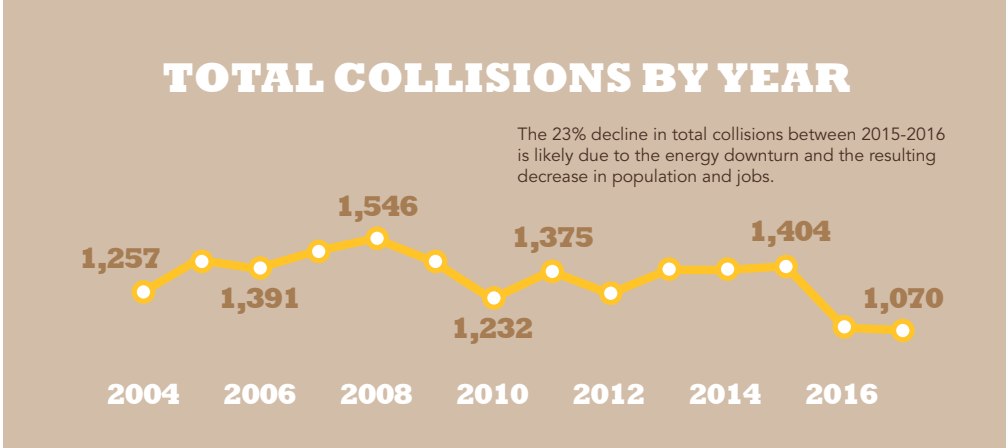
FATAL CRASHES AND HIGH COLLISION CORRIDORS

Over the five-year period from 2013 to 2017, the Casper Area experienced 16 collisions that resulted in 20 fatalities. Of those where a cause is known, three of the fatal crashes involved alcohol use. Four crashes involved pedestrians or bicyclists.

A crash analysis conducted along corridors revealed that 2nd Street has the highest number of crashes, with 205 crashes per mile over the five-year period. The second highest corridor was CY Avenue, with 155 crashes per mile during the same timeframe. Wyoming Boulevard ranked third highest with 97 crashes per mile. It is important to note that these corridors also have the highest roadway volumes, thus increasing the likelihood for crashes to occur.



BAR NUNN



LEGEND

FATAL COLLISIONS

- Vehicle - Vehicle
- Vehicle - Pedestrian
- Vehicle - Bicyclist

A LOOK AHEAD

The transportation landscape is changing daily. New technologies are making it easier for people to connect to transportation options, and people are demanding new travel choices. Connecting Crossroads considers the influence of these trends—and the ways that the Casper Area can help to shape them—throughout the planning process.

TECHNOLOGY

New technology is changing the ways people connect, how information is shared, and what services are offered. Real-time travel information available via smart phone helps people make travel decisions at a moment's notice. Apps connect people to new services and improve the experience of using current services, such as riding The Bus.



SHARED MOBILITY

Shared mobility options provide new ways for people to get around without owning a vehicle. Car share and bike share systems make vehicles and bicycles readily available and accessible via smartphone; rideshare services support carpooling; shuttles connect people to transit or destinations; and ridehailing services, like Uber and Lyft, expand upon traditional taxi services.



AUTONOMOUS VEHICLES

Autonomous vehicles will have numerous potential benefits for roadway users, such as safety, mobility, and access.

- ▶ **SAFETY.** Reducing (potentially completely removing) human error from vehicle operation can reduce the number and severity of roadway crashes.
- ▶ **MOBILITY.** Without the need for a driver, automated cars can enhance mobility for everyone, particularly youth, persons with disabilities, and older adults.
- ▶ **ACCESS.** With reduced transportation costs, people may be more willing to reside in areas far from central destinations or employment centers. Additionally, automated vehicles will have the ability to travel faster potentially increasing people's willingness to travel longer distances.

Fully automated self-driving vehicles are expected to be made available to consumers by 2025 but consumer acceptance remains an unknown element to the full adoption and integration of the technology.² The Casper Area must be prepared to address potential challenges, including safety, integration with existing systems, and increasing congestion.



² David Levinson, Adam Boies, Jason Cao, Yingling Fan. The Transportation Futures Project: Planning for Technology Change. January 2016. Retrieved from http://www.aamva.org/PlanningForTechChanges_MNDOT_012016/

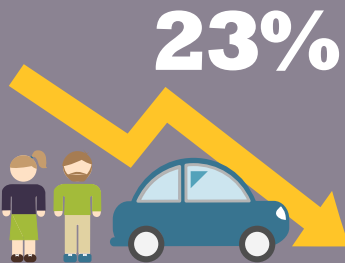
GENERATIONAL PREFERENCES

The lifestyle preferences and buying habits of the nation’s largest generations also affects economic trends. Nationwide, the population of older adults is increasing as the Baby Boomer generation ages. Older adults (65+ years old) represent 13% of the total population in the Casper Area, whereas Baby Boomers represent about 21% of the Casper Area population (23% nationwide). While some Baby Boomers want to age in place, others are planning to downsize to smaller homes in communities where they can walk and use transit to get around. A 2013 survey by the National Association of Realtors found that 60% of Baby Boomers preferred to live in neighborhoods with a combination of shopping, restaurants, and parks, as compared to 35% who preferred traditional residential neighborhoods.

According to the 2017 American Community Survey, Millennials make up about 20% of the Casper Area population. Nationally, Millennials’ transportation patterns are changing. Millennials are:

DRIVING LESS

People ages 18 to 34 drove 23% fewer miles in 2009 than in 2001.³



BIKING, WALKING, AND TAKING TRANSIT MORE

Millennials use transit, bicycle, and walk more than young people have in the past two decades. From 2001 to 2006, bike trips increased by 24% among 16- to 34-year-olds.⁴ Between 2001 and 2009, the number of public transit passenger miles traveled by this age group also increased by 40%.⁵

³ American Public Transportation Association. "Millennials & Mobility: Understanding the Millennial Mindset." <http://www.apta.com/resources/reportsandpublications/Documents/APTA-Millennials-and-Mobility.pdf>

⁴ U.S. PIRG. "A New Direction." 2013 <http://uspig.org/sites/uspig/files/reports/A%20New%20Direction%20vUS.pdf>.

⁵ Ohio Department of Transportation. Statewide Transit Needs Study. Demographic Trend Analysis.

PURCHASING FEWER CARS

From 2007 to 2011, the number of cars purchased by 18- to 34-year-olds fell almost 30%.⁶

NOT OBTAINING THEIR DRIVER'S LICENSES

The percent of young people with a driver's license is on the decline. According to the Federal Highway Administration, from 2000 to 2010, the share of 14- to 34-year-olds without a driver's license increased from 21% to 26%.⁷

PLACING MORE VALUE & ACCESS TO TECHNOLOGY

Millennials choose to spend resources on technology, such as smart phones, tablets and computers. New mobile apps provide easy trip planning tools and real time information. Transit systems that allow them to stay connected while they travel are highly valued.⁸



On the contrary, some research suggests that Millennials are driving less due to a decrease in trips overall.⁹ Therefore, a reduction in automobile use may be the result of Millennials increasingly going fewer places. Regardless of the current trends, Millennials clearly think about transportation differently than previous generations, and Baby Boomers are being forced to think differently due to physical limitations.

⁶ American Public Transportation Association. "Millennials & Mobility: Understanding the Millennial Mindset." <http://www.apta.com/resources/reportsandpublications/Documents/APTA-Millennials-and-Mobility.pdf>

⁷ Federal Highway Administration, Highway Statistics 2010—Table DL-20, September 2011.

⁸ Ohio Department of Transportation. Statewide Transit Needs Study. Demographic Trend Analysis. In a survey administered by zipcar, 25% of those 18 to 34 reported that mobile transportation apps (such as taxi apps, real-time transit information, and car sharing) had reduced their driving frequency, compared with only 9% of those 55 and older.

⁹ Noreen C. McDonald. Journal of the American Planning Association. Are Millennials Really the "Go-Nowhere" Generation? July 2015. Retrieved from <http://dx.doi.org/10.1080/01944363.2015.1057196>



SECTION SIX:

EVALUATING PROJECTS

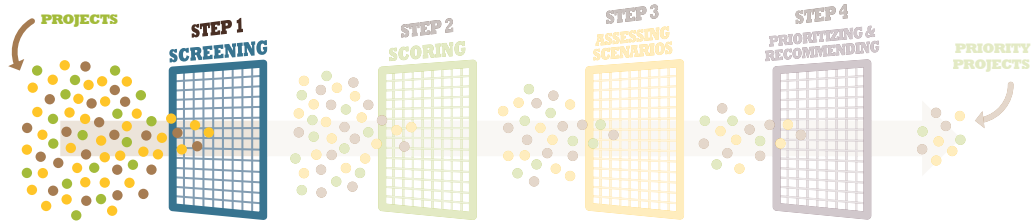
OUR PROCESS

The previously described goals informed our evaluation process that shaped the Connecting Crossroads recommendations. This process used your input and areawide data to screen, score, assess, and prioritize a long list of projects that came from previous plans, guidance from technical experts, and conversations with the public.

Our evaluation process:

- ▶ **SCREENED** a long list of recommended projects from past plans and community input.
- ▶ **SCORED** projects based on community values, identifying transportation projects in the Casper Area that best meet these goals.
- ▶ **ASSESSED** the relative strengths of two scenarios—which focused on different types of projects—in meeting the plan’s goals.
- ▶ **PRIORITIZED** projects from the two scenarios to develop an near-, medium-, long-term list of recommended investments.



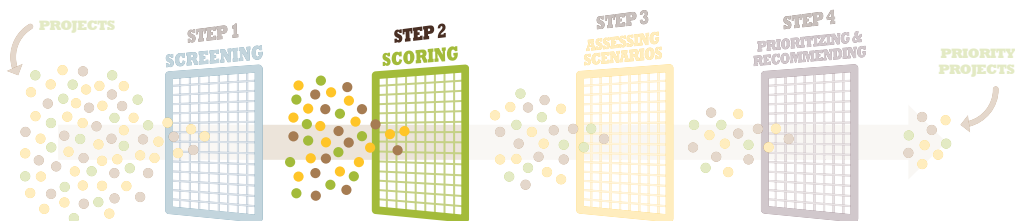


STEP 1: SCREENING

The project team worked with various MPO committees to develop a comprehensive list of transportation projects in the Casper Area. This list drew from several sources:

- ▶ Past planning efforts (i.e., 2014 LRTP and previous Metropolitan Transportation Improvement Plans)
- ▶ Ideas developed by the team and the community during the project workshops
- ▶ Feedback from the community.

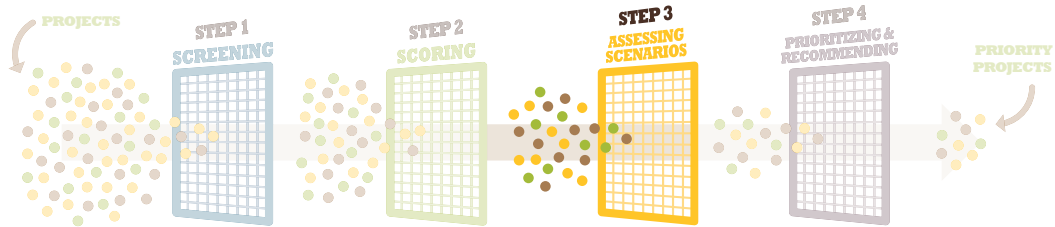
That full universe of projects was then cross-checked with staff and policymakers from the municipalities within the region to remove any that no longer met community needs or had been superseded. The resulting list of screened projects were then assigned to analysis scenarios.



STEP 2: SCORING

With a screened list of projects in hand, the project team used geographic criteria to score the remaining projects. A focus on geographic criteria at this stage made it possible to evaluate numerous projects quickly, adjusting criteria weighting to best match the community’s values, needs, and technical priorities. The criteria used for scoring were based on the project goals. A detailed evaluation methodology can be found in the Appendix.

PROJECT GOALS	METRIC	PROJECTS SCORE HIGHLY IF THEY...
GOAL 1 Increase Transportation Options for All Modes	Modal options	Improve bicycle/pedestrian/transit access without increasing SOV capacity
	Street congestion	Reduce travel time
	Street network and connectivity	Provide new connections to an existing street network
	ADA accessibility	Address specific ADA problems
GOAL 2 Improve Safety and Health for All Residents	Operational safety	Minimize the likelihood of crashes and/or bicycle/pedestrian conflicts
	Community accessibility	Offer non-SOV connections to multiple community facility types (e.g., schools, libraries, parks, recreation centers)
	Density of modal options	Expand the active transportation or transit network density
	Access to healthy food sources	Provide a non-SOV connection to more than one healthy food source
GOAL 3 Enhance the Region's Distinct Character	Appropriateness to context and placemaking	Improve current and future surrounding land use.
	Consistency with community plans	Show consistency with previous plans and address larger need
	Contribution to Complete Streets	Improve access for non-SOV modes
GOAL 4 Support the Region's Diversifying Economy	Facilitate goods movement	Facilitate truck movements and connect to the freight network/intermodal transfer facilities
	Parking facilities in redevelopment areas	Increase on-street parking potential
GOAL 5 Promote Affordable and Easy Mobility Solutions	Unique financing	Combine public and private funding sources
	Project cost	Have a low per mile cost or are categorized as an intersection improvement
	Maintenance responsibility	Include a bridge addition/replacement



STEP 3: ASSESSING SCENARIOS

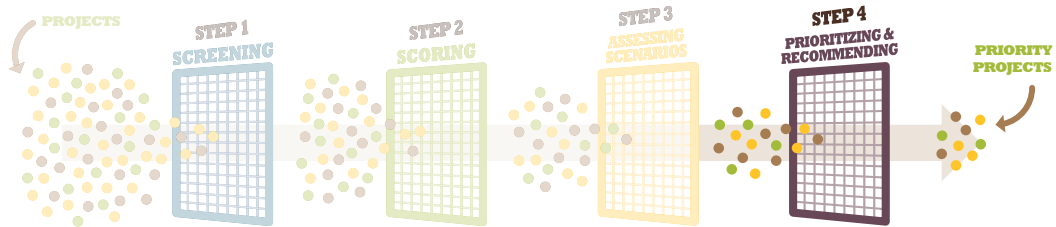
Once a score was assigned, projects were placed into a travel demand model. A population growth of 50,000 people (equivalent to 20,833 households) was assigned to the model, which is higher than expected growth. This assumption helps illustrate significant differences between scenarios and allows for planning further into the future.

Two future land use scenarios were modeled to give a snapshot of how population and employment growth in the Casper Area could potentially be distributed in the future. The **COMPACT SCENARIO** focuses on infill development, development in urban centers, and growth along major corridors. The **SPRAWL SCENARIO** follows historical trends, with population residing along the edges. Most growth still occurs along the edges in the compact scenario, although more focus is placed on growth occurring in appropriate infill locations.

Within each growth scenario, three network types were modeled: No Build, Auto-Oriented, and Multimodal. No Build assumes the status quo, Auto-Oriented includes projects that focus on increasing SOV capacity or roadway maintenance/repair, and Multimodal includes projects that accommodate or improve access for non-SOV modes. Maps showing results of the modeling exercise for the compact and sprawl scenarios are displayed at the end of this section.

KEY TAKEAWAYS FROM THE MODEL

- ▶ There are projected to be significantly higher trip rates per household per day than the base year.
- ▶ Travel time only has small effects on destination choice, likely because traveling across the Casper Area is fairly quick in relative terms.
- ▶ Average speeds are somewhat lower in all scenarios.



STEP 4: PRIORITIZING AND RECOMMENDING

Based on results from the model, the project team developed a recommended project list including high-scoring projects from each of the initial scenarios. The various project types include:

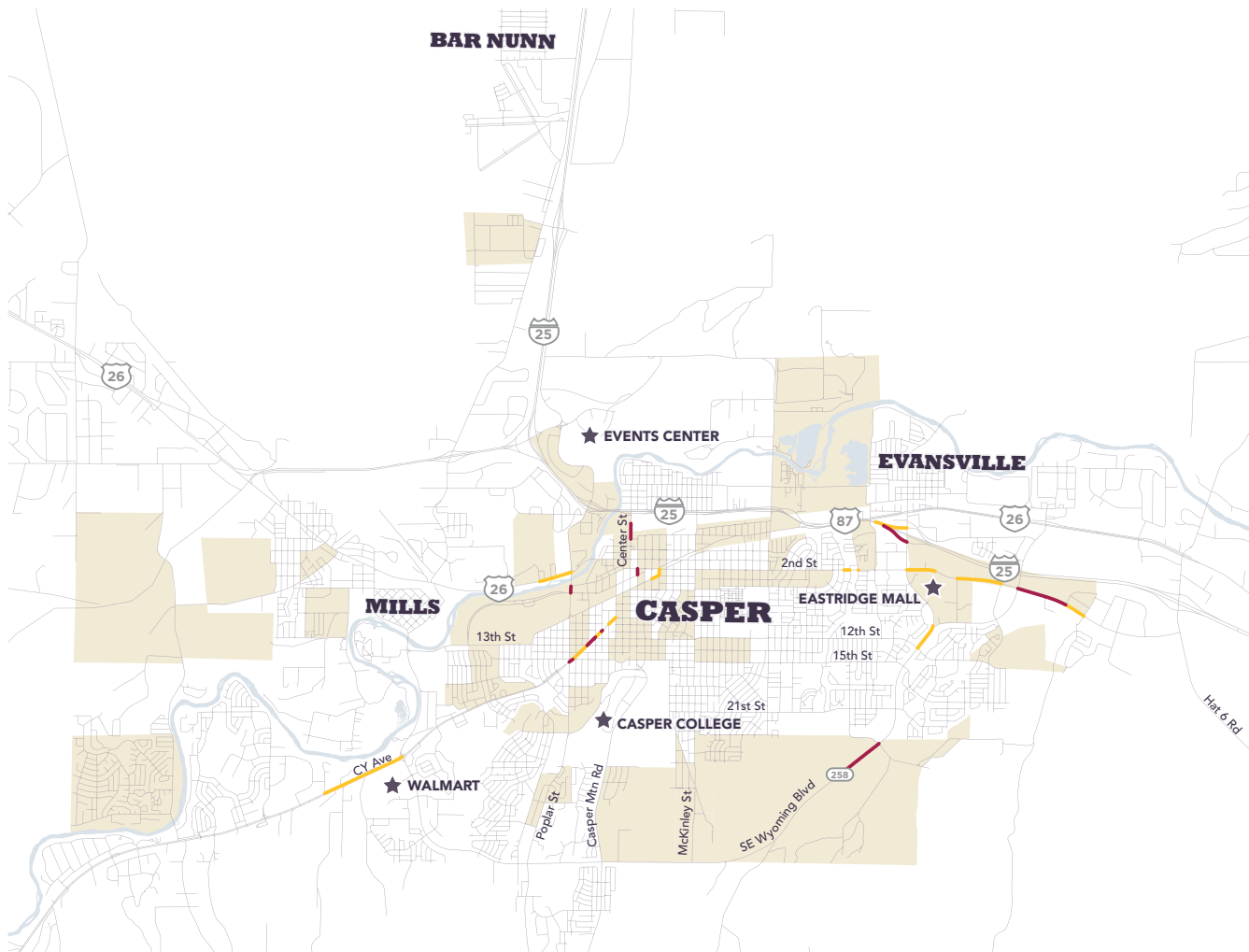
- ▶ **COMPLETE STREETS PROJECTS** to provide travel options and promote health
- ▶ **MULTIMODAL IMPROVEMENTS** that improve non-SOV access
- ▶ **SAFETY PROJECTS** to address high-crash areas
- ▶ **INTERSECTION IMPROVEMENTS** to improve traffic flow
- ▶ **ROADWAY CONSTRUCTION** to provide new connections and to connect network gaps

The recommended project list meets Connecting Crossroads' goals and supports different ways of traveling around the Casper Area. The following chapters describe the recommended projects in more detail, including the potential phasing.

COMPACT SCENARIO

The focus on infill development in the compact scenario results in slight increases in operating capacity on roads across the region, especially when compared with the sprawl scenario. Due to the addition of bike lanes, intersection improvements, pedestrian enhancements, and a mixed-use path, 2nd Street, Wyoming Boulevard, and CY Avenue are projected to experience more congestion in the multimodal land use scenario. In the auto-oriented land use scenario, Wyoming Boulevard and CY Avenue are projected to experience more congestion despite roadway widenings along both corridors.

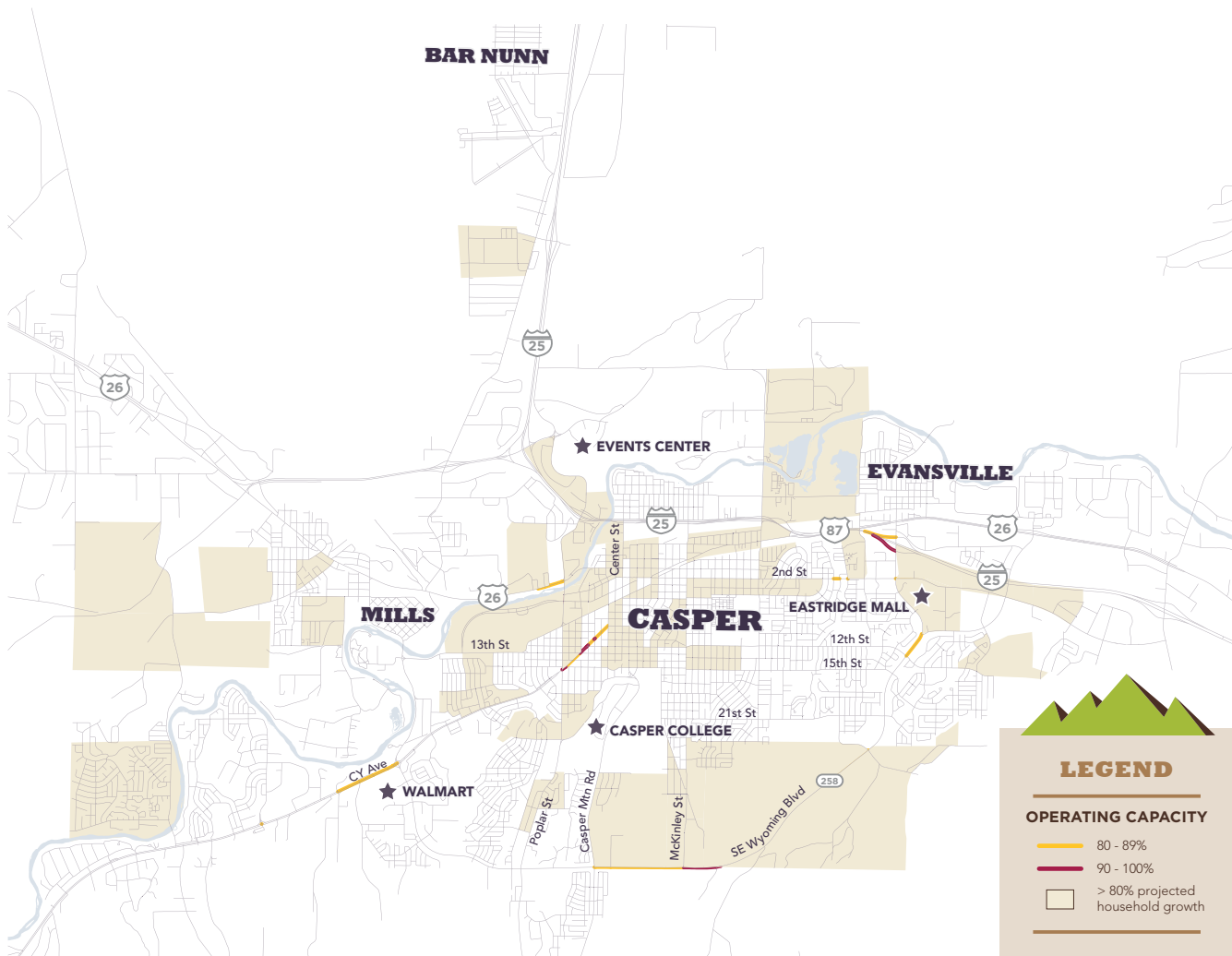
MULTIMODAL NETWORK



KEY TAKEAWAYS FROM THE MODEL

- ▶ VMT (vehicle miles traveled) is up 65 percent in compact scenarios and almost doubles in sprawl scenarios.
- ▶ VHT (vehicle hours of travel) is projected to be up 68 to 70 percent in compact scenarios and up 102 to 105 percent in sprawl scenarios.

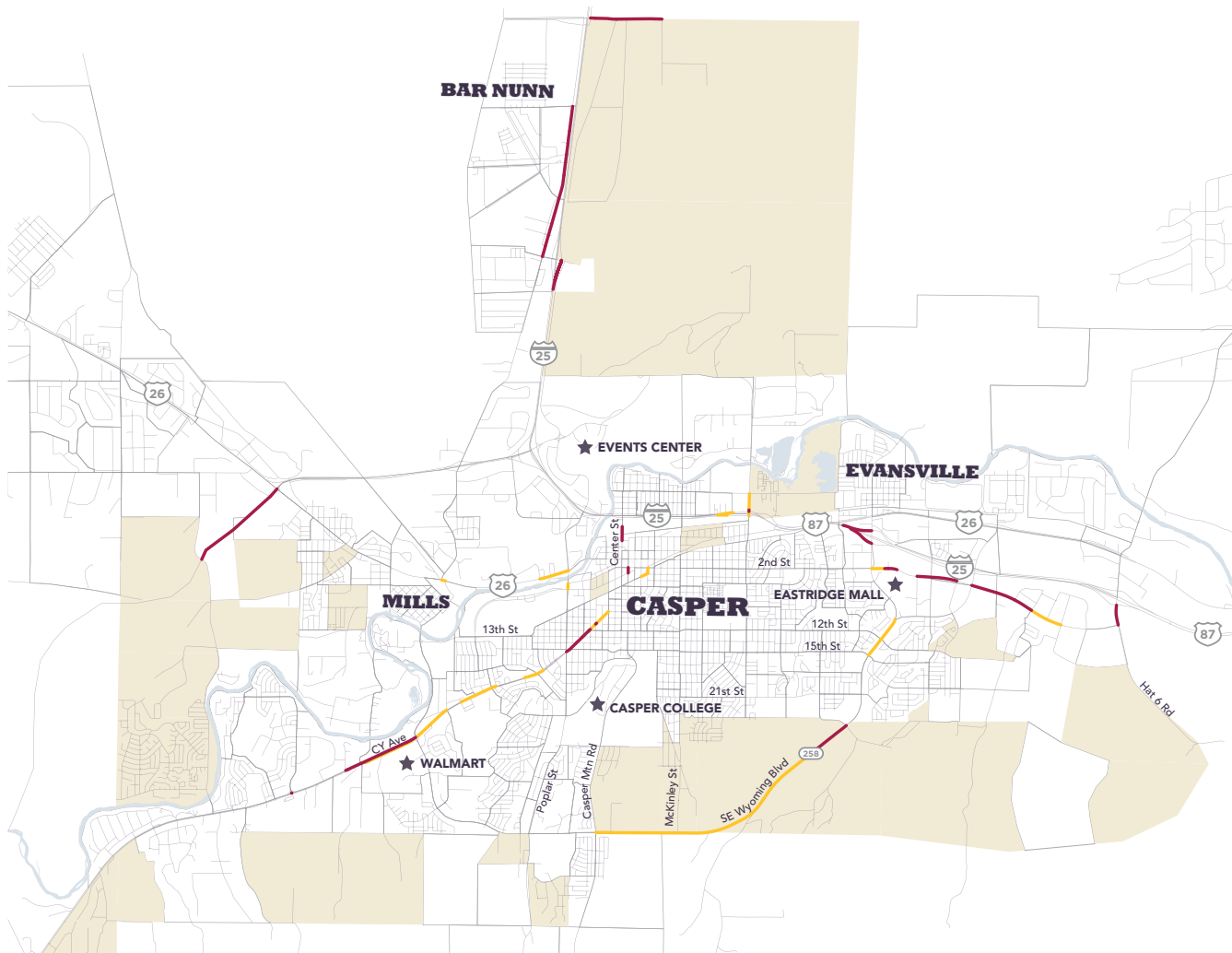
AUTO-ORIENTED NETWORK



SPRAWL SCENARIO

The sprawl scenario sees more congestion than the compact scenario due to the volume of jobs and housing along the edges of the region. Under the multimodal land use scenario, 2nd Street, Hat 6 Road, and CY Avenue are projected to experience more congestion due to bike lane additions. An increase in jobs and housing result in a projected increase in congestion along Poison Spider Road and Salt Creek Highway. The proposed sidepath along Wyoming Boulevard and pedestrian enhancements to the underpass along Center Street may not relieve congestion without widening.

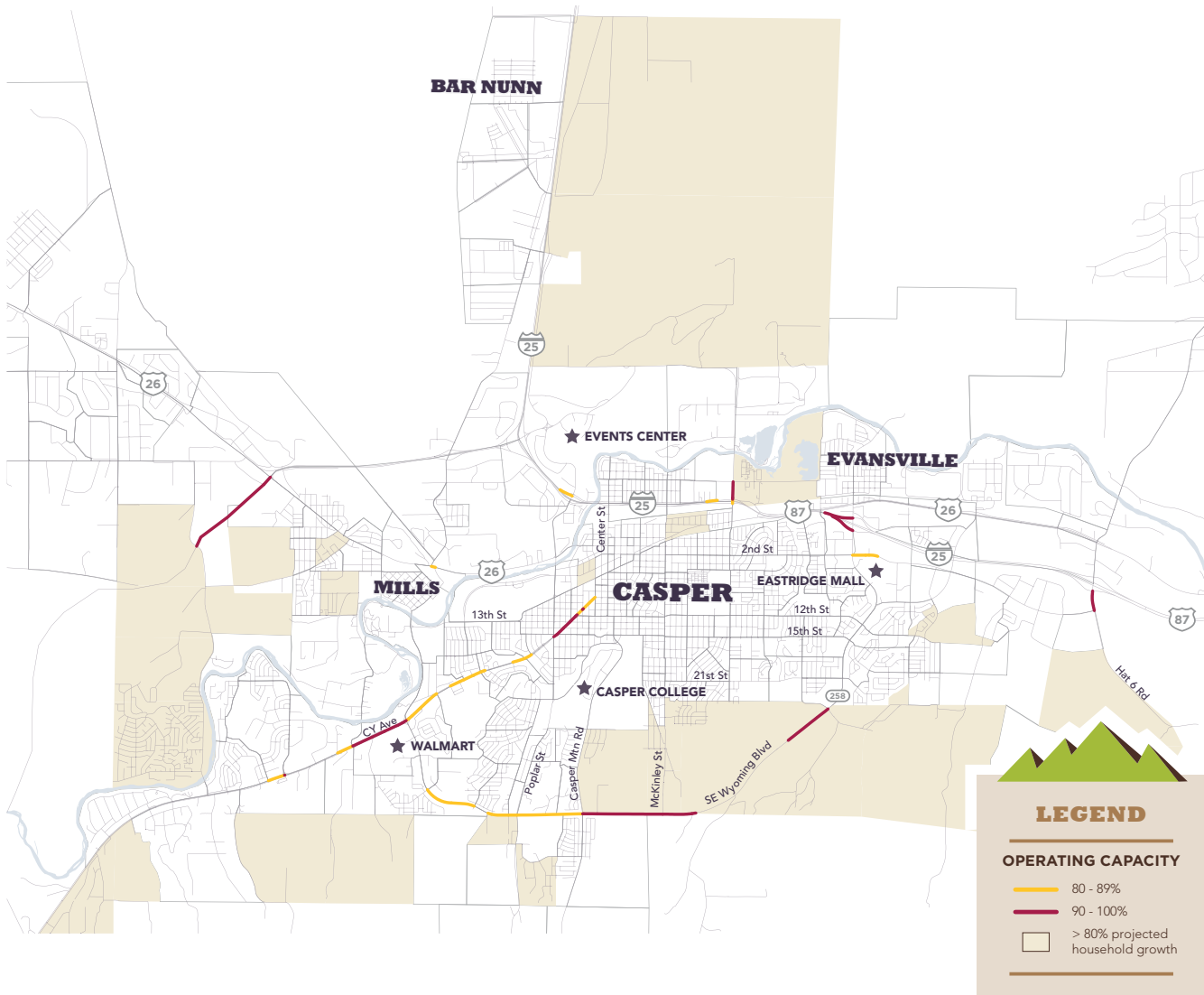
MULTIMODAL NETWORK



KEY TAKEAWAYS FROM THE MODEL

- ▶ Person trips are projected to be slightly higher in the sprawl scenarios due to an increase in the number of vehicles accompanying population growth.
- ▶ The share of walk trips is projected to increase even in sprawl scenarios due to increased employment density.
 - This increase occurs more in the compact scenarios. The model showed that expanding roadways minimally reduced the share of walk trips.

AUTO-ORIENTED NETWORK





SECTION SEVEN:

RECOMMENDED PROJECTS

OUR TRANSPORTATION FUTURE

We used the results of the evaluation process and what we heard from you to develop a list of projects that best meet the Connecting Crossroads goals with the resources available. It includes:

- ▶ **55 PROJECTS**, ranging from mixed used paths to roads
 - ▶ **7 COMPLETE STREETS PROJECTS**
 - ▶ **20 MULTIMODAL PROJECTS**
 - ▶ **4 INTERSECTION IMPROVEMENTS PROJECTS**
 - ▶ **20 ROADWAY CONSTRUCTION PROJECTS**
 - ▶ **4 BRIDGE REPLACEMENT PROJECTS**

The projects included in this list are all eligible for Federal, State, or County funds and there may be other funding sources that can be used in the future (see Funding the Plan for more information). Recommended projects and maintenance spending include all committed projects identified in the Casper Area MPO FY 2020 – 2023 Metropolitan Transportation Improvement Program (MTIP). Additional projects beyond those committed to 2023 are also included to address future year mobility needs and network preservation throughout the Casper Area. Together these projects are the blueprint we will follow to improve the Casper Area’s transportation system over the next three decades.



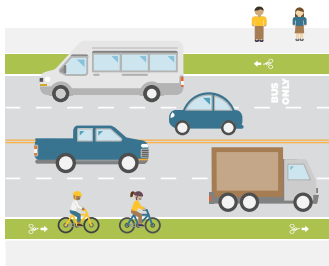
PROJECT PRIORITY

The recommended projects will be implemented in order of prioritization phases as funding allows. The following pages describe the recommended list of projects including costing and potential phasing.



PROJECT TYPES

Connecting Crossroads recommendations includes projects in each of the following categories:



COMPLETE STREETS PROJECTS

Supports the access and safety of all users and modes



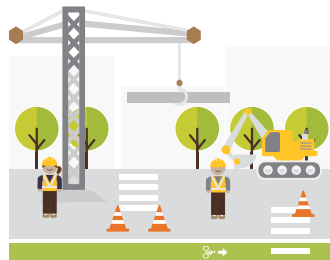
MULTIMODAL IMPROVEMENTS

Enhances connectivity and safety for pedestrians and/or bicyclists



INTERSECTION IMPROVEMENTS

Improves operations and reduces conflict potential at hotspots



ROADWAY CONSTRUCTION

Provides increased vehicular connectivity and/or capacity

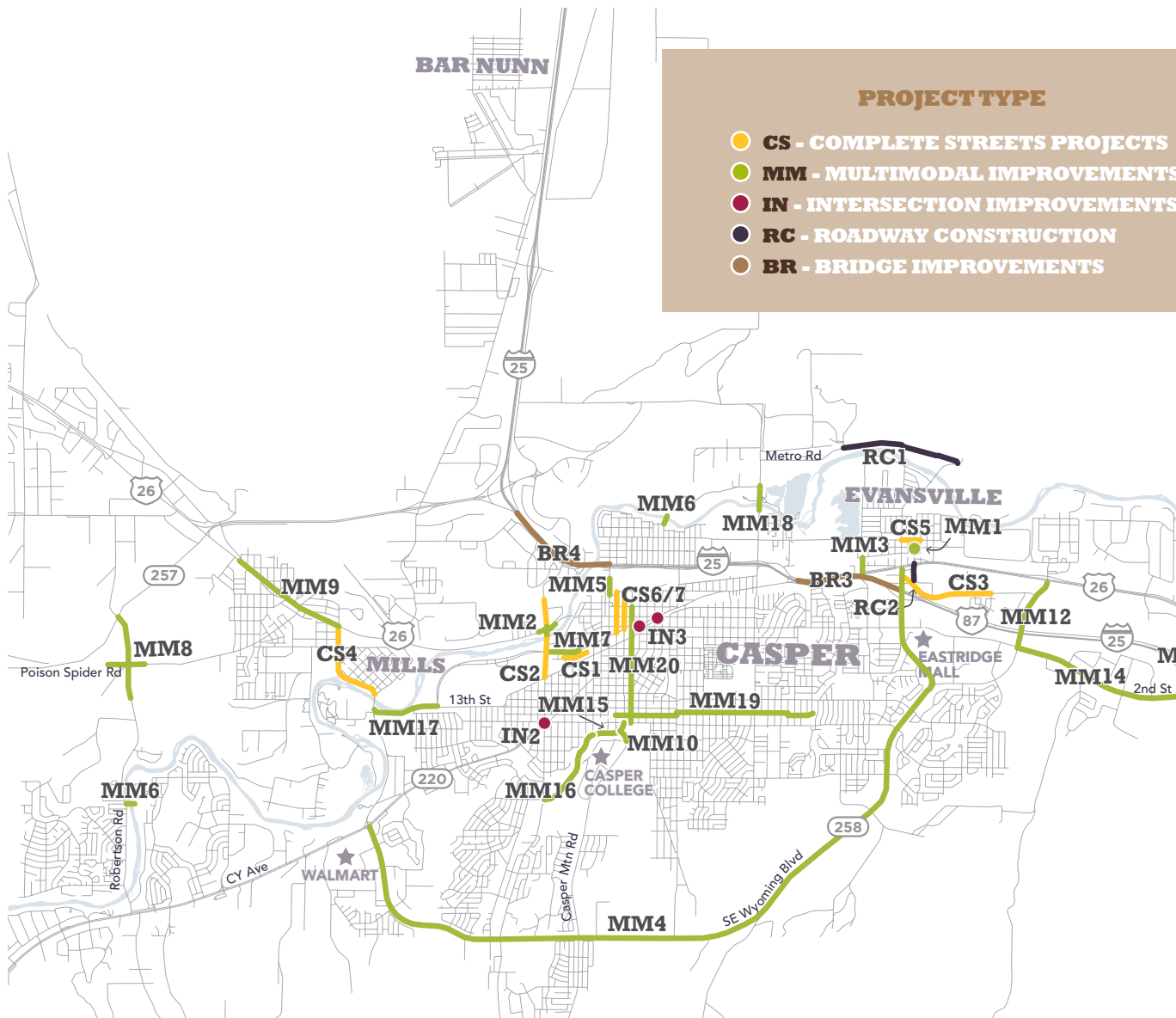


BRIDGE IMPROVEMENTS

Replaces structures near the end of their lifetime to ensure existing system performance

PROJECTS FOR ALL THE CASPER AREA

NEAR-TERM PRIORITIES





MAP ID	PROJECT TYPE	PROJECT NAME	TO	FROM	LENGTH (MI)	ESTIMATED COST
CS1	●	Midwest Avenue reconstruction	Elm St.	Poplar St.	0.23	\$6,350,000
MM1	●	Evansville sidewalk gap installations	King, Evans, Leavitt, Williams (N. of 4th St.)	4th St (E. of Williams)	N/A	\$434,000
CS2	●	Poplar and 1st reconstruction and bridge widening	W. 1st St.	W. Collins Dr.	0.74	\$18,316,000
MM2	●	Poplar and 1st sidewalk widening and landscaping	Star Ln. / W. 1st St.	Pronghorn St. / W. Yellowstone Hwy.	0.29	\$790,000
MM3	●	Western Avenue sidewalk Improvements	Iron St.	E. Yellowstone Hwy.	0.15	\$217,000
BR1	●	CR402 Bates Creek Road bridge replacement	CR402 at Bates Creek		N/A	\$768,000
RC1	●	Metro Road extension	Metro Rd.	Cemetery Rd.	1.12	\$1,131,000
BR2	●	CR106 bridge replacement	CR106 at Notches Road/Powder River		N/A	\$1,540,000
CS3	●	Lathrop Road reconstruction	Curtis St.	Aspens MHP	0.91	\$1,631,000
BR3	●	I-25 Casper marginal reconstruction / Walsh Dr structure replacement	Yellowstone Hwy.	Wyoming Blv.	1.02	\$26,441,000
IN1	●	Hat 6 Road traffic signals	Hat 6 Rd.	E. 2nd St.	N/A	\$303,000
CS4	●	Mills Main Street Corridor (Wyoming Boulevard)	W. Yellowstone Hwy.	W. 13th St.	0.86	\$2,317,000
MM4	●	Wyoming Boulevard Sidepath	CY Ave	Rail Trail at Curtis St. & US26	8	\$9,111,000
IN2	●	CY and Poplar Intersection Safety Improvements	CY Ave	Poplar St.	N/A	\$323,000

NEAR-TERM PRIORITIES

MAP ID	PROJECT TYPE	PROJECT NAME	TO	FROM	LENGTH (MI)	ESTIMATED COST
MM5	●	Center Street Underpass Improvements	W. D St.	W. B C St.	0.16	\$551,000
MM6	●	Trail system pedestrian bridges (north and west Casper)	N. Lincoln St., Roberston Rd.	North Platte Park, Paradise Valley	N/A	\$661,000
MM7	●	Midwest Avenue bike lane to Casper Rail Trail	Poplar St.	Casper Rail Trail	0.32	\$60,000
MM8	●	Robertson Road sidewalks, lights, and beautification	Robertson Rd.	Poison Spider Rd.	1.15	\$566,000
MM9	●	Old Yellowstone Highway sidewalks, lights, and beautification	N. 6th Ave	SW. Wyoming Blv.	1.13	\$1,156,000
MM10	●	Durbin Street bike lanes extension	Campus Dr.	15th St.	0.21	\$38,000
MM11	●	Casper Rail Trail Extension	Hat 6 Rd.	Edness Kimball Wilkins Park entrance	2.59	\$1,287,000
IN3	●	E. Yellowstone Hwy intersection improvements	E. 1st St.	E. 2nd St.	N/A	\$804,000
MM12	●	Blackmore Road Bike Lanes	E. 2nd St.	Casper Rail Trail	0.75	\$126,000
MM13	●	Hat 6 Road Bike Lanes	E. 2nd St.	Casper Rail Trail	0.75	\$135,000
MM14	●	E 2nd Street Bike Lanes	Blackmore Rd.	Hat 6 Rd.	1.73	\$308,000

Footnote: Baseline project costs not derived from the latest MTIP have been adjusted from previous plans and studies using an inflation calculation based on the US Consumer Price Index. This method accounts for the cumulative inflation rate from year of original project estimate to October 2019. This methodology provides a cumulative inflation rate of 8.7% for projects that were included in the previous LRTP but not yet built. Where new projects have been developed as part of Connecting Crossroads feedback, cost estimates are based on a composite of similar projects in Wyoming and industry best practice. Connecting Crossroads feedback and multimodal projects include a design, engineering, and contingency estimate of 25%, unless those were already accounted for in specific unit costs of project elements derived from a comparison example. Costs for projects derived from the previous LRTP include design, engineering, and contingency, whereas projects from the MTIP account for these if they have not already been completed.

MAP ID	PROJECT TYPE	PROJECT NAME	TO	FROM	LENGTH (MI)	ESTIMATED COST
CS5	●	2nd Street reconstruction	Curtis St.	Williams St.	0.18	\$493,000
RC2	●	Texas Street extension	Miracle Dr.	E. Yellowstone Hwy.	0.16	\$493,000
MM15	●	College Drive bike lanes and intersection treatments	Ash St.	Wolcott St.	0.26	\$56,000
MM16	●	College Drive mixed-use path to Casper College	Ash St.	Poplar St.	0.82	\$441,000
BR4	●	I-25 Casper marginal reconstruction / Structure replacement over Platte River	Center St.	Poplar St.	1.08	\$25,366,000
MM17	●	13th Street Platte River Parkway extension	SW. Wyoming Blv.	King Blv.	0.62	\$308,000
MM18	●	Brian Stock Trail sidepath	south of North Platte River	McKenzie Park	0.23	\$119,000
MM19	●	E. 14th Street and Farnum Street Bike Boulevard	Wolcott St.	Sage Creek Path	1.93	\$336,000
MM20	●	Beech Street Bike Lanes/Bike Boulevard	A St.	15th St.	1.1	\$116,000
CS6	●	Wolcott Street 2-way conversion, streetscape improvements	Midwest Ave.	C St.	0.39	\$426,000
CS7	●	Durbin Street 2-way conversion, bike lanes extension	Midwest Ave.	C St.	0.36	\$402,000

Project costs are listed in future value based on their recommended funding priority phase and estimated build year within those periods. To calculate future value, the Project Team reviewed publicly available information from regional and national institutions that publish economic data such as the Wyoming Department of Administration & Information, the Wyoming Department of Workforce Services, and the United States Department of Labor's Bureau of Labor Statistics. The Wyoming Department of Administration & Information, through the Economic Analysis Division, develops the Wyoming Cost of Living Index ("WCLI"). The WCLI is an estimate of overall inflation rates for Wyoming and is based on price data collected semiannually in 28 cities and towns across the state. The Project Team applied the compound annual growth rate formula below to calculate the annual inflation assumption (3.25%) used in the estimate of future value of Recommended Projects:

$$\text{Annual Inflation Rate} = (\text{Cumulative Inflation Factor})^{(1/\text{years})} - 1$$

$$\text{Annual Inflation Rate} = (2.612)^{(1/30)} - 1 = 3.25\%$$

Cumulative Inflation Factor means the price index of the Wyoming Cost of Living Index for the last 30 years (e.g., for the period 1989-2019).

NEAR-TERM PROJECT SPOTLIGHT

POPLAR & 1ST STREET RECONSTRUCTION AND IMPROVEMENTS

A combination of bridge replacement and complete streets projects, this effort will revolve around WYDOT widening the Poplar Street bridge over the North Platte River in 2021. In addition to reconstruction of S. Poplar Street from W. 1st Street to Collins Dr., the intersection of S. Poplar and W. 1st Street will be reconstructed to accommodate additional turning lanes that will significantly increase capacity. Critically, widening the bridge will allow for sidewalks on both sides, addressing a major safety and equity issue as pedestrians and bicyclists currently do not have a safe point of passage between the 1st Street bridge and the Tate Pumphouse. Recommended design proposed by Connecting Crossroads includes 10-ft sidewalk widths along the bridge to establish a safe and comfortable right-of-way for nonmotorized users, extension of sidewalks south to W. Yellowstone Highway, and decorative lightening and streetscaping as funds are available.

WYOMING BOULEVARD SIDEPATH

This project was identified as a priority by the community during our active transportation workshop where the public was able to draw their ideal bicycle network, and in stakeholder feedback of the list of prioritized projects from the evaluation and scoring exercise. The project would provide a continuous sidepath for nonmotorized users of all ages and abilities from CY Avenue to E. Yellowstone Highway in Evansville, where it would intersect with the Casper Rail Trail. A feasibility and conceptual design study of the project was completed for the MPO in 2013. The feasibility assessments included an offset of 20 to 27 feet to accommodate the potential future widening of Wyoming Boulevard. The proposed alternative used for Connecting Crossroads cost estimates would provide a 10-ft wide, detached, two-way multi-use path on the north side of Wyoming Boulevard that would have the fewest right-of-way impacts, connect to the future multimodal network, and provide more comfortable refuge from prevailing winds than the southern side.

MILLS MAIN STREET CORRIDOR (WYOMING BOULEVARD)

Wyoming Boulevard serves as the primary arterial through the Town of Mills for both residents and local business. Auto-oriented in design, the existing configuration of the corridor lacks thorough consideration for access and safety for all modes, public space, and support for community serving retail and land uses. Given the existing conditions there is a strong desire by both Mills residents and Town leadership for a redesign of the corridor that fosters greater commercial and public space destinations. This project is currently under study and would look to enhance the corridor by improving connectivity to the existing River Trail, improve crossings for pedestrian safety, and implement arterial speed management measures while maintaining vehicular capacity for future demand. The project has catalytic economic development potential if it is provided in a way that attracts outside investment for commercial mixed-use development and placemaking as identified in the Mills River Front Concept Development (2016) feasibility study.



EVANSVILLE GAP PROJECTS

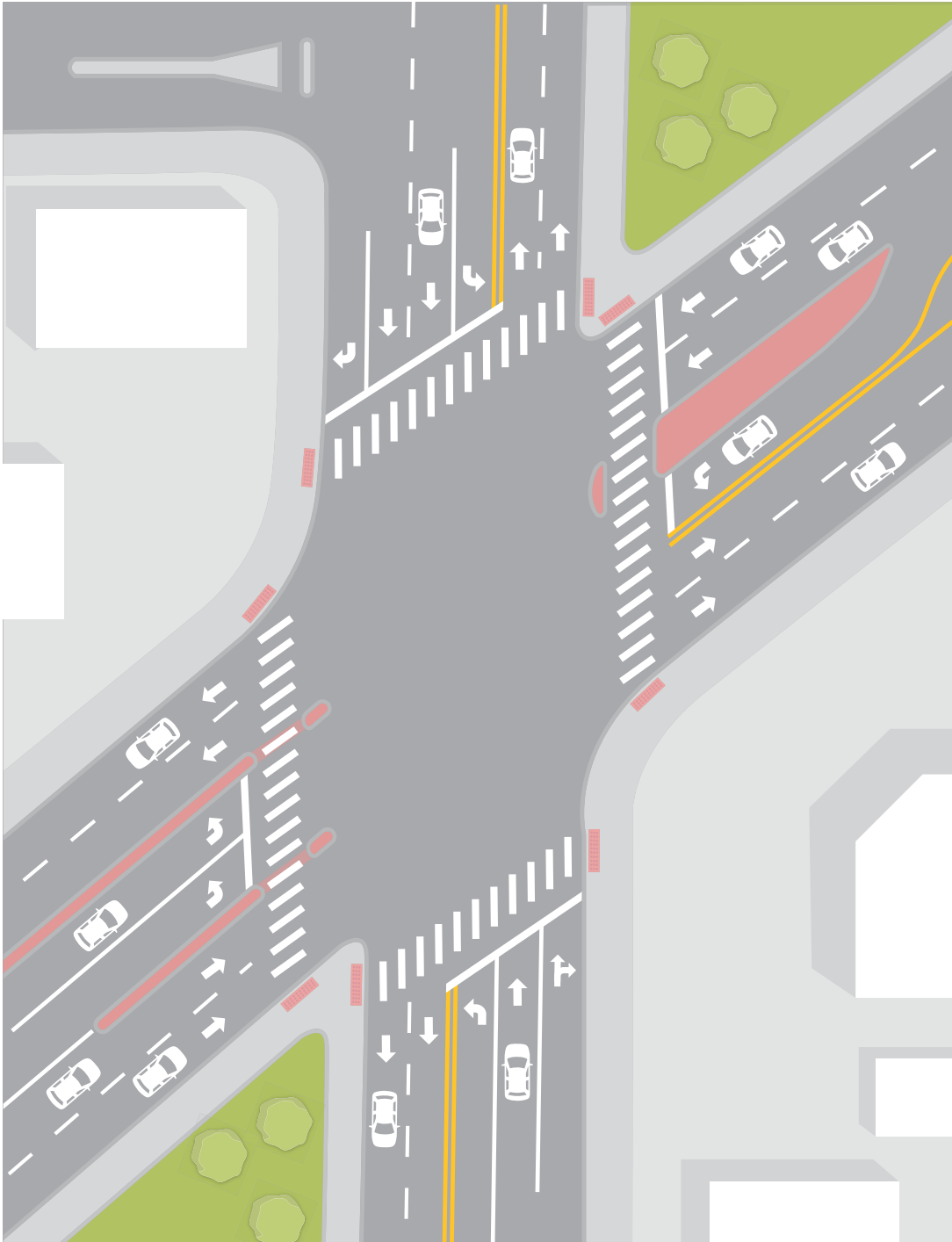
Several projects in Evansville are recommended for the near-term phase based on the scoring evaluation, community feedback, and suggestions from Town representatives. These projects include a number of locations where sidewalks would be improved or added where gaps exist. Reconstruction of Lathorp Road would allow for provision of new sidewalks to The Aspens mobile home park, hotels, and restaurants that currently do not have safe nonmotorized access. Extending Metro Road to fill the gap between Station Road and Cemetery Road north of the North Platte River, would provide Evansville with an alternative access route to the existing roadway network that can improve emergency response times.



CY/POPLAR INTERSECTION IMPROVEMENTS

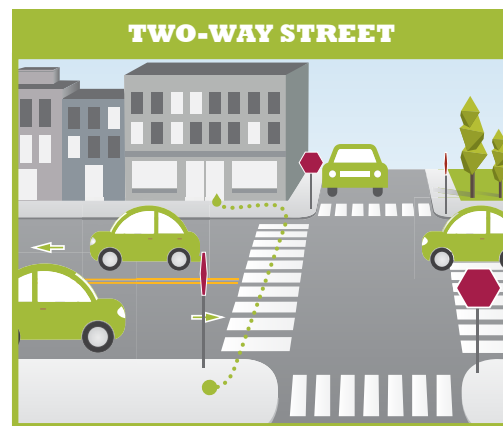
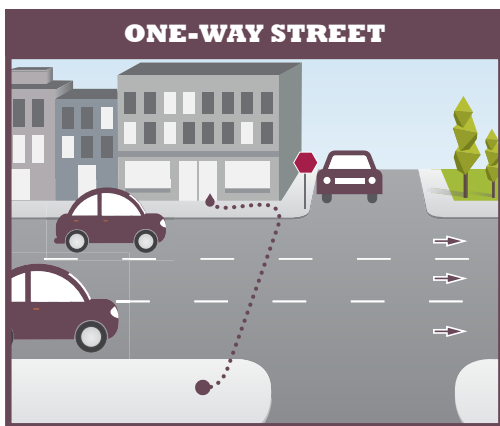
Issues at this intersection were identified during an active transportation audit with stakeholders and policymakers during Spring 2019 workshops. This project proposes treatments at a collision hotspot that would “complete the intersection,” including extended curbs with tightened radii, additional medians and refuge islands, and high-visibility crosswalks. Implementing these measures would:





- ▶ Reduce crossing distances and exposure for pedestrians and bicyclists
- ▶ Reduce turning speeds
- ▶ Enhance user comfort
- ▶ Improve user visibility
- ▶ Activate existing pocket parks








DOWNTOWN 2-WAY CONVERSIONS

One-way streets have a history of damaging downtown retail. The higher speeds of one-way streets detract from the experience of walking along them and makes drivers less likely to notice or stop at adjacent retail. While there are exceptions, successful commercial activity is typically located on two-way streets. Wolcott and Durbin Streets provide ideal candidates for 2-way conversion as they go through the heart of downtown, intersect with existing improvements along 2nd Street, and intersect with the Casper Rail Trail just south of where they transition to one-way. Recommended implementation of this projects would also extend the existing bike lanes on Durbin Street that end at the Rail Trail.

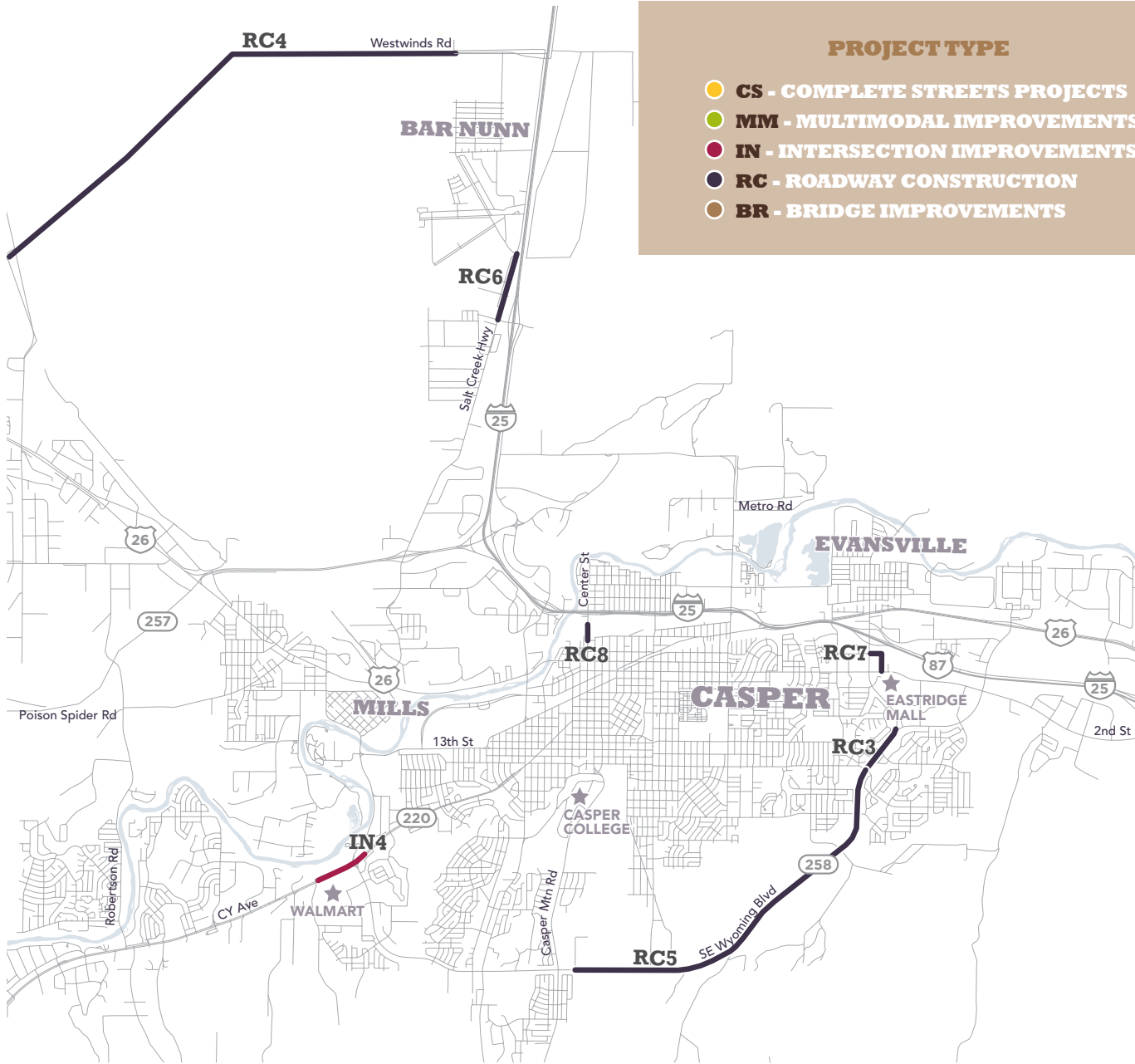


- 
Traffic Safety
 Faster traffic speeds and fewer signalized intersections ▼
- 
Business Access
 Frustrating; circle back to your destination and turning delays ▼
- 
Emergency Services Access
 Only one direction for entry ▼
- 
Economic Development
 Limited visibility and unforgiving if you pass business ▼
- 
Bicycle Access
 Limited network ▼
- 
Walking Access
 High speeds make it difficult to cross street ▼

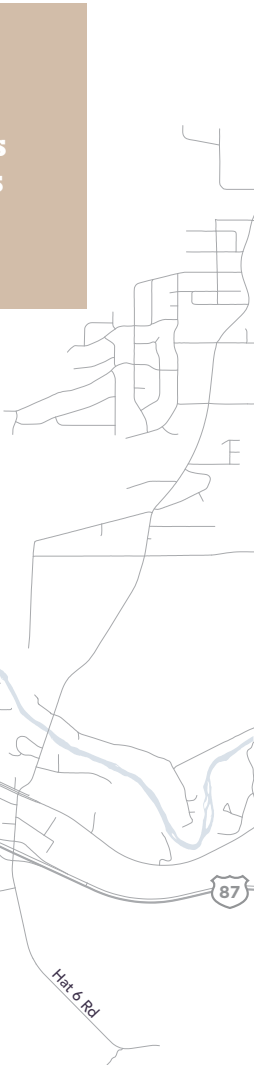
- 
Traffic Safety
 Slower traffic speeds and more signalized intersections ▲
- 
Business Access
 Customer-friendly; less unnecessary circulating traffic ▲
- 
Emergency Services Access
 Double direction for entry ▲
- 
Economic Development
 Double the storefront visibility ▲
- 
Bicycle Access
 2-way demand met in safer, traffic-calmed environment ▲
- 
Walking Access
 Predictable crossings in traffic-calmed environment ▲



MEDIUM-TERM PRIORITIES



MAP ID	PROJECT TYPE	PROJECT NAME	TO	FROM	LENGTH (MI)	ESTIMATED COST
IN4	●	CY/Wyoming Boulevard intersection and approach redesign	Wolf Creek Rd.	Denis Dr.	0.53	\$39,238,000
RC3	●	SE Wyoming Boulevard widening (northbound)	E. 15th St.	Blackmore Rd.	0.5	\$2,011,000
RC4	●	Westwinds Road extension to Airport	end of Westwinds Rd. (north of Bar Nunn)	CR 119	5.15	\$21,099,000
RC5	●	SE Wyoming Blv widening	Casper Mtn Rd.	E. 15th St.	3.89	\$12,210,000
RC6	●	N. Salt Creek Hwy widening	Howard St.	Antelope Dr.	0.67	\$2,235,000
RC7	●	Legion Lane Extension	Wyoming Blv.	E. 2nd St.	0.28	\$1,224,000
RC8	●	N Center St railroad underpass widening	E. B C St.	W. D St.	0.16	\$14,827,000

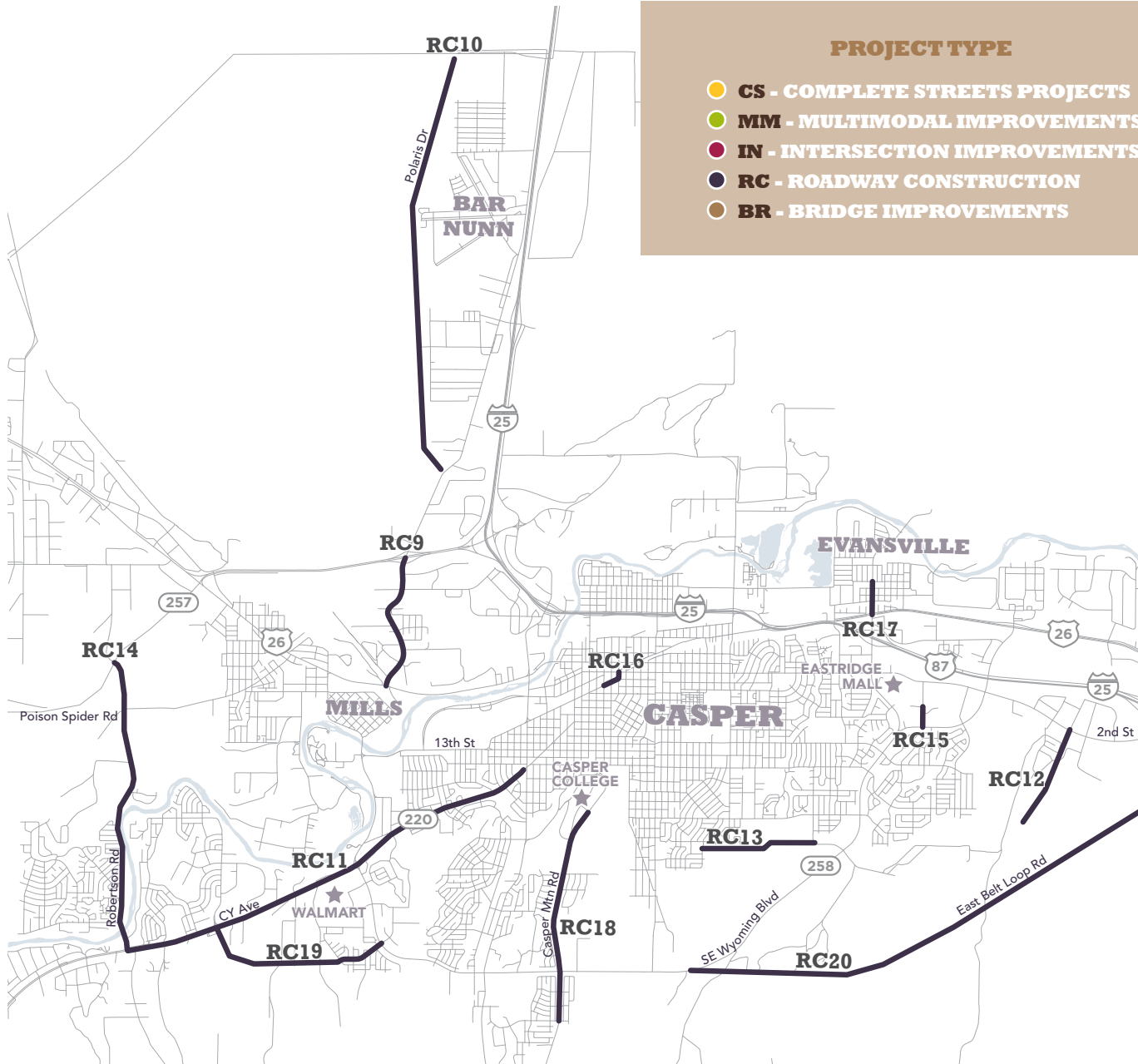


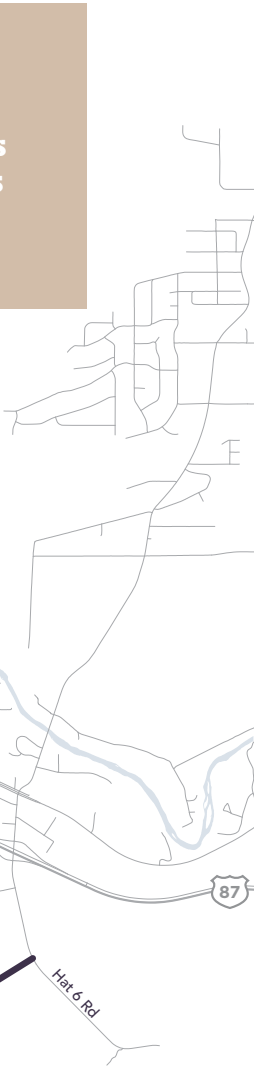
MEDIUM-TERM PROJECT SPOTLIGHT

CY AVENUE/WYOMING BOULEVARD INTERSECTION AND APPROACH REDESIGN

This project was developed as part of Connecting Crossroads workshops to provide a capacity solution for future year congestion while reducing points of conflict between all modes. The project would raise CY Avenue above Wyoming Boulevard eliminating one of the most dangerous intersections in the Casper Area while mitigating long-term congestion. An access road may be considered on the south side to accommodate ingress to the Walmart Supercenter plaza while accommodating additional throughput on CY Avenue with reduced conflicts from turning movements. Building the project should also result in reassessing the need of the long-term recommended project (RC11) to widen CY Avenue from Robertson Road to Westridge Drive. Options for nonmotorized users would be improved by linking the existing trail and sidewalk, that are currently unconnected, at the north by an underpass. A separated north-south sidepath would be provided with the vision of linking to the proposed Wyoming Boulevard Sidepath (Project MM4).

LONG-TERM PRIORITIES





MAP ID	PROJECT TYPE	PROJECT NAME	TO	FROM	LENGTH (MI)	ESTIMATED COST
RC9	●	N. Salt Creek Hwy northbound expansion	W. Yellowstone Hwy.	Hwy 20/26 off-ramp	1.33	\$4,568,000
RC10	●	Polaris Drive (new minor arterial)	Westwinds Rd.	Salt Creek Hwy	4.15	\$36,004,000
RC11	●	CY Ave widening	S. Robertson Rd.	Westridge Dr.	4.32	\$41,696,000
RC12	●	New connection (E. of Blackmore Rd to 2nd St)	East of Blackmore Rd.	E. 2nd St.	1.02	\$5,746,000
RC13	●	26th St extension	Sagewood Ave.	Casper Country Club Rd.	1.13	\$4,045,000
RC14	●	Roberston Rd widening	CY Ave.	West Belt Loop	2.9	\$12,236,000
RC15	●	Landmark Dr widening	Blackmore Rd.	Caseda Dr.	0.2	\$1,250,000
RC16	●	E. Collins, S. Kimball, and E Yellowstone Widening	Durbin St.	E. 2nd St.	0.22	\$1,748,000
RC17	●	Curtis St widening	E. Yellowstone Hwy	3rd St	0.32	\$2,476,000
RC18	●	Casper Mtn Rd widening	Goodstein Dr.	T-Bird Dr.	2.11	\$11,544,000
RC19	●	New connection (CY Ave to Wyoming Blv)	CY Ave (near Paradise Dr.)	Wyoming Blv. (near Arroyo Dr.)	1.86	\$18,413,000
RC20	●	East Belt Loop Road	Wyoming Blv.	Hat 6 Rd.	5.12	\$60,735,000

LONG-TERM PROJECT SPOTLIGHT

POLARIS DRIVE

Polaris Drive is a new connection roadway project that would provide a minor arterial running north-south along the western extent of Bar Nunn from Westwinds Road to Salt Creek Highway (near Sundown Pl.). The roadway would provide residents of Bar Nunn with an alternative primary access route and reduce emergency response times. The roadway would create a logical barrier around the western extent of the Town that would accommodate future housing growth without expanding beyond the furthest existing development to the west. The project would also assist in addressing future year congestion along Salt Creek Highway as well as providing a detour route for maintenance and reconstruction activities. As identified in the Town of Bar Nunn Transportation Plan, the facility should be built with sidewalks and bike lanes. In order to maximize utility of the facility, some east-west streets, such as McMurry Boulevard and Sunset Boulevard, would need to be slightly extended. To support construction costs of the road, an agreement between Bar Nunn and WYDOT may be explored where the Town takes responsibility for maintenance in exchange for capital funds.

EAST BELT LOOP

The 2014 Long Range Transportation Plan identified the creation of East Belt Loop Road, a 4.7 to 5.1-mile arterial extending from Wyoming Boulevard to Hat Six road as a high priority. In 2018, the Wyoming Department of Transportation (WYDOT) commissioned a Pre-National Environmental Policy Act (NEPA) Corridor Study to evaluate several route alignment alternatives as well as a no-build alternative to provide recommendations on the best-fit route. The corridor study indicates that half of the 10 sections of Wyoming Boulevard currently operate below desired capacity standards, which suggests congestion relief improvements may be needed to address current and anticipated travel demands. The main objective of the East Belt Loop project is to improve connectivity between Wyoming Boulevard and Interstate 25 and to alleviate existing and projected congestion resulting from anticipated growth in south Casper. In addition, the roadway would serve future development of land tracts located southeast of Casper. Modeling efforts for Connecting Crossroads revealed that future 2048 congestion on SE Wyoming Boulevard would be considerably worse if future land use growth is spread across the undeveloped areas where the East Belt Loop would transverse as opposed to focusing future growth inward.

The East Belt Loop project has been met with backlash from the City of Casper, Casper Area residents, and environmental advocates. From the City's perspective, the East Belt Loop project is not reflective of the City's long-term goals and policies as reflected in several adopted plans. The City is concerned that the arterial is designed to facilitate traffic flow and relieve congestion rather than enhance connectivity within the Urban Growth Boundary. The adopted Comprehensive Land Use Plan promotes a fine-grain street network, small blocks, and primarily residential neighborhoods with limited neighborhood-serving small commercial centers. The recommended route alignment, which allows for just 18 intersections along the corridor, provides inadequate cross connections that would limit property access and alter the type of land uses that the City wishes to encourage in the area.

There is also concern that premature construction of the proposed East Belt Loop may result in premature development of the area. Services and amenities are currently centralized within the Urban Growth Boundary. Premature development southeast of Casper would impact the provision of services, which has financial implications for the City. Some have also questioned the projected regional growth and travel demand that is partly motivating this project; population growth within the region has remained stagnant following the Recession.

The proposed project also detracts from community values and the goals which frame Connecting Crossroads. During recent public engagement for the Comprehensive Land Use Plan and workshops for this plan, citizens repeatedly prioritized safety and the need for increased connectivity for pedestrians and bicyclists over alleviating traffic congestion. The community also expressed a desire to better utilize existing infrastructure and to reinvest in the downtown rather than constructing new roads and opening new areas of development. Additionally, the community highly values Casper's natural assets, particularly waterways and Casper Mountain. The proposed by-pass would detract from the Casper Area's natural beauty and may pose impacts to wildlife, Elkhorn Creek, and adjacent wetlands.

Given the above, and high fiscal cost of the proposed project, the East Belt Loop has been moved to the lowest priority on the fiscally-constrained list of long-term projects in this update of the LRTP. It should be noted that there will be multiple iterations of LRTP updates required before the long-term phase occurs. This allows for further feasibility analysis and community input to be gathered. In addition, Connecting Crossroads recommends a Wyoming Boulevard sidepath in the near-term and widening of SE Wyoming Boulevard (if need is confirmed by observed demand at a later date) in the medium-term, which may diminish the East Belt Loop's utility as a congestion relief project.





ALL PROJECTS BY TYPE





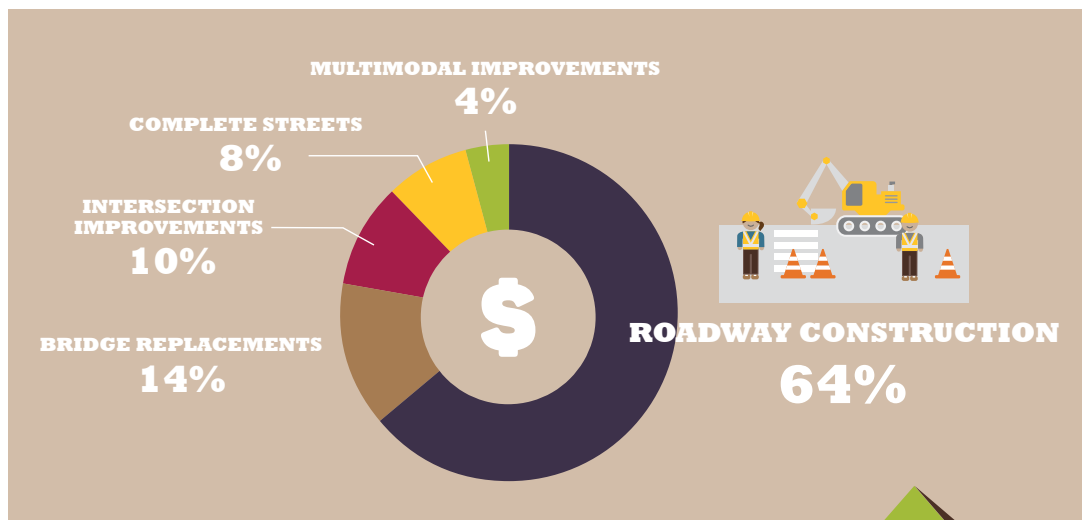


SECTION EIGHT:

FUNDING THE PLAN

The Connecting Crossroads Recommended Plan ties together our vision for transportation needs and opportunities over the next three decades, prioritizing projects that ensure Casper Area residents and businesses have a safe, efficient, and sustainable transportation system. It is recommended that over half (57%) of available funds are used towards an Enhanced Asset Management Program that ensures the maintenance and preservation of the existing and future transportation network. From the remaining funding available, the Recommended Plan provides a list of 55 capital projects for construction at a cost of approximately \$397 million through 2048. The Recommended Plan projects are fiscally constrained, meaning that the expected costs for the projects do not exceed expected revenues for transportation investments over the planning horizon.

CAPITAL PROJECT FUNDING BREAKDOWN



COST BY PHASE

NEAR TERM	MEDIUM TERM	LONG TERM	TOTAL
PROJECT COSTS	PROJECT COSTS	PROJECT COSTS	PROJECT COSTS
\$103.9M	\$92.8M	\$200.5M	\$397.2M
ASSET MANAGEMENT PROGRAM COSTS	ASSET MANAGEMENT PROGRAM COSTS	ASSET MANAGEMENT PROGRAM COSTS	ASSET MANAGEMENT PROGRAM COSTS
\$119.5M	\$127.9M	\$272.5M	\$519.9M



These costs were developed using a combination of existing cost estimates from the MPO’s Transportation Improvement Program, the Wyoming Department of Transportation’s capital programs and custom estimates based on recent studies and industry standard practice.

To the extent available, project costs represent the total amount of funding that will be needed to plan, design, and construct a project. Project costs are represented as future value (estimated build year within funding phases) based on a cumulative inflation factor of Wyoming building costs (see Recommended Projects).

PAYING FOR CONNECTING CROSSROADS

Funding of Connecting Crossroad's projects and programs will take a coordinated effort of federal, state, local, and other funding sources. With federal, state, and local funds combined, there is an estimated \$917.5 million available to fund projects and programs between 2020 and 2048. Expected revenue from federal, state, and local sources were estimated based on historic averages for the Casper MPO.



STATE AND FEDERAL TRANSPORTATION FUNDING SOURCES

One of the roles of the Casper Area MPO is to help direct federal funds to projects identified in Connecting Crossroads. Federal funding in the Casper Area comes through the Wyoming Department of Transportation (WYDOT) from two primary sources: the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

The State Transportation Improvement Plan (STIP) allocates a combination of funds appropriated to WYDOT by the FHWA and state-levied transportation taxes for capital improvement projects. State sources are comprised of a combination of user and registration fees, fuel tax, mineral and gas taxes, general funds, and other sources. WYDOT STIP funds allocated to the Casper MPO fall under the categories of the National Highway Performance Program (NHPP), Highway Safety Improvement Program (HSIP), and Surface Transportation Program (STP). NHPP funds, which constitute a majority of revenue for the Connecting Crossroads project plan, can only be used on the National Highway System – interstate and principal arterials streets. Surface Transportation Program – Urban Systems (STP-U) are additional federal funds distributed to WYDOT for road construction within urban areas (defined as a census population greater than 5,000). STP-U funds may be used within urbanized areas, such as the Casper Area, for roadway project classified as collectors or higher.



LOCAL FUNDING SOURCES

Local funding is based on a combination of property taxes, sales taxes, and special assessments at the County and municipal level. The One Cent Tax, also known as 5th cent tax, is a “general purpose” optional sales tax that can be used for any local government function, including large infrastructure projects, “special” projects, or general operating expenses under Wyoming State Statute W.S. 39-15-203 and W.S. 39-15-204. While no portion of the tax has to be dedicated to transportation projects, some portion of the funding is usually spent for roadways. The Optional One Cent must be re-approved by the voters every four years. The current authorization of the Optional One Cent was approved in 2018 by voters.¹⁰ One Cent funds are collected and distributed to each of the local governments in Natrona County based on their respective populations and spent based on surveys to determine priorities.



¹⁰ Note this tax will need to be reapproved by voters multiple times over the lifespan of the LRTP. Voters in the City of Casper have approved the tax 15 times since its inception in 1975. Funding estimates assume that this tax allocation will remain in place.

COMPETITIVE FUNDING SOURCES

TRANSPORTATION ALTERNATIVE PROGRAM/ SURFACE TRANSPORTATION BLOCK GRANT (TAP/STBG)

The Transportation Alternative Program awarded federal funds for community-based projects that expand travel choices and enhance the transportation experience by integrating modes and improving the cultural, historic, and environmental aspects of the transportation network. The FAST Act eliminated the MAP-21 mandated TAP and replaced it with a set-aside of Surface Transportation Block Grant (STBG) program for funding of transportation alternatives. These set-aside funds include all projects and activities that were previously eligible under TAP, encompassing a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity. While the name changed at the federal level, states and MPOs can still use the name TAP in their Transportation Improvement Programs. States have the right to allocate or opt out of assigning the first portion of the funds to a Recreational Trails Program (RTP), with half of the remaining funds are allocated by population to MPOs and more rural areas. The remaining funding is awarded by state DOTs (i.e. WYDOT) through a competitive grant process.

INDUSTRIAL ROAD PROGRAM (IRP)

The Industrial Road Program (IRP) is a State-funded road construction program created to assist counties and communities with economic development efforts. IRP funding is equally matched with private industrial development funds and/or locally generated match funding. The intent of the program is to provide supplementary funding for the construction and reconstruction of roadways that serve industrial facilities which provide a benefit to the county as a source of employment, tax generation, property valuation, or resource refinement. A previous example of IRP fund usage in the Casper Area was the extension of E. 2nd Street to support business park growth.

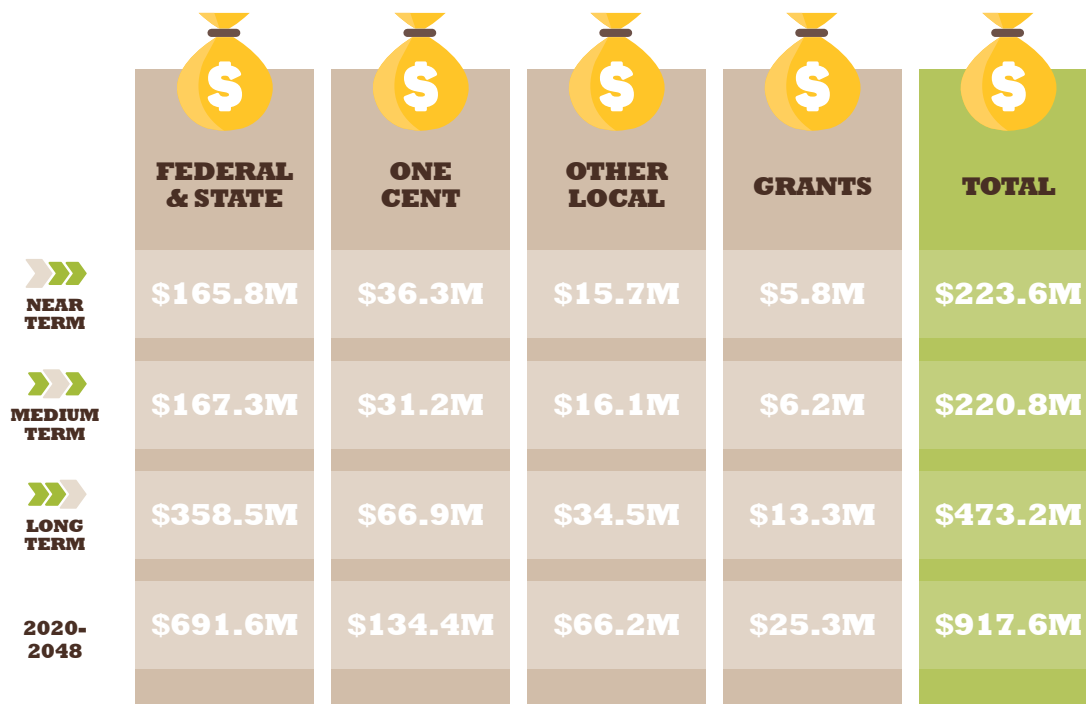
WYOMING BUSINESS COUNCIL (WBC)

The Business Ready Community (BRC) Grant and Loan Program provides financing for publicly owned infrastructure that serves the needs of businesses and promotes economic development within Wyoming communities. Cities, towns, counties, joint powers boards and tribes are eligible to apply for funding.



Transportation infrastructure eligible for funding includes roads, airports, rights of way, landscaping and other physical projects in support of primary economic development. BRC grants have supported a number of projects in the Casper Area including the I-25/ Westwinds Road interchange in Bar Nunn; David Street Station, Platte River restoration, and multimodal improvements for the Old Yellowstone District in Casper.

ESTIMATED CASPER AREA TRANSPORTATION FUNDING (2020 – 2048)



ADDITIONAL FUNDING SOURCES

Federal and state funding sources are not guaranteed and are constantly in flux. Provided below are a number of additional sources that may be explored for funding future transportation projects and programs.

IMPACT FEES

Impact fees are a financing mechanism assessed on developers to fund improvements that will mitigate project impacts on the transportation system. While the feasibility of impact fees has been studied, none of the municipalities in the Casper Area have adopted such a policy, as there is concern that such a fee would deter development or encourage developers to move projects to jurisdictions where fees are not assessed. Implementation of a “reasonable impact fee on building permits for adequate construction of future roadways” is a strategy recommendation in the City of Casper Comprehensive Plan.

PUBLIC-PRIVATE PARTNERSHIP

Public-private partnerships involve a private entity, such as a local business owner, working with a public agency to fund a project (e.g., bus stop shelters, sidewalk maintenance, circulator shuttles that serve specific areas). In addition, there are number of private foundations that play a key role in supporting pedestrian and bicycle infrastructure improvements and programming such as the Platte River Trails Trust locally and the Kresge Foundation nationally.

SPECIAL PURPOSE EXCISE TAX (SPET)

SPET, also known as 6th and 7th cent tax, is a mechanism that can be used by a jurisdiction in addition to the One Cent Tax to finance specially identified improvements with identified cost amounts. Once the designated project has been financed the SPET expires. Unlike the one cent “5th cent tax,” efforts to approve a SPET in the Casper Area have gained mixed reactions including multiple iterations where the mechanism has been rejected by voters to fund a new public library. As of November 2019, the Wyoming Association of Municipalities is considering lobbying the State Legislature to make the 5th cent tax permanent for counties and mechanisms to make SPETs easier to pass with the collection period limit extended from two years to four.¹¹

TAX INCREMENT FINANCING (TIF)

TIFs are used to capture additional property taxes generated in the vicinity of transportation-specific improvements or areas. This type of funding can also be used to capture a portion of property value increase caused by a particular investment.

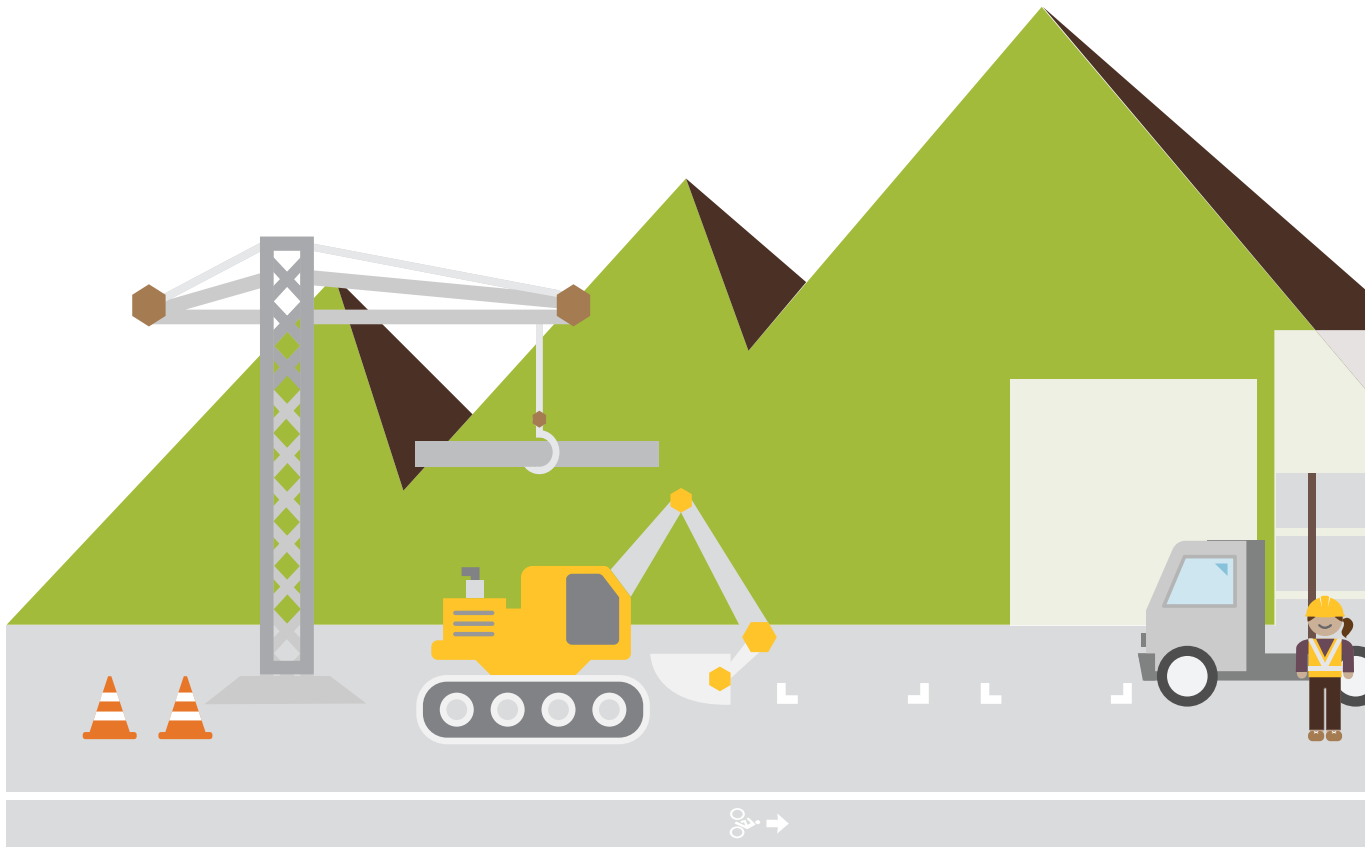
VMT TAX

WYDOT has explored the feasibility of a Vehicle Miles Traveled (VMT) tax based on roadway use per mile as an addition or replacement of the State Fuel Tax for either all vehicles or commercial trucks. Given the long distances between destinations in Wyoming, this tax may be overly burdensome to rural drivers and face significant statutory challenges. The trucking industry, which is mostly not based in the state but provides a vital contribution to the economy, would also likely object to such legislation.

¹¹ Oil City News, “Legislation for Optional 7th Cent Sales Tax for Wyoming Municipalities Proposed,” 2019.

BUILD GRANTS

The U.S. Department of Transportation’s Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grants program funds investments in transportation infrastructure, including bridges and transit. The program is highly competitive and is best suited for signature multimodal projects that produce a significant community benefit. Project awards vary but can be as much as \$25 million. The most recent example of a successful BUILD grant application in Wyoming was awarded to WYDOT for a series of protected wildlife crossings over roadways in Sublette County.



SPECIAL IMPROVEMENT DISTRICTS (SIDS) & BUSINESS IMPROVEMENT DISTRICTS (BIDS)

SIDs and BIDs are special assessment districts within a city or neighborhood that is formed by property and/or business owners to fund and implement local improvement projects, such as streetscaping, wayfinding, or bicycle amenities. These districts are able to secure low-interest financing funded through the sale of bonds. Incremental assessments are collected from the stakeholders over several years to funding the collective costs of area projects that will have a mutual benefit for the district. Casper's Downtown Development Authority (DDA) is a successful example of an improvement district that has helped to secure millions of dollars in private sector donations, grants, and development investments to enhance quality of life in the Casper Area's central business district. Although not relevant for the Casper Area today, similar mechanisms can be used to direct revenue from on-street parking fees to landscape and transportation improvements within a downtown business district.





SECTION NINE:

RECOMMENDED PROGRAMS & POLICIES

PROGRAMS & POLICIES

Building new projects is just one element of providing a transportation network that meets the Casper Area's future needs. Recommended Programs group certain types of investments – such as repaving the roadway network – to allow flexibility in how funds are programmed in the coming years. Recommended Policies are concepts that can help to improve community awareness of transportation choices, coordinate with regional partners, and prioritize investments that will improve health and safety outcomes in a sustainable and equitable manner.



RECOMMENDED PROGRAMS

ENHANCED ASSET MANAGEMENT

Asset management, i.e. the maintenance, preservation, repair, rehabilitation, and replacement of transportation infrastructure, is vital to ensuring the ongoing performance and long-term viability of the existing network. As stated in WYDOT's 2020 State Transportation Improvement Program, system preservation with the objective of maintaining the State's transportation network at the highest possible level given finite funding is a key priority. Maximizing available resources towards allocations that promote long-term asset sustainability is also necessary to achieve the performance measures outlined by this Plan (see Measuring Success) and national performance targets established by MAP-21 related to infrastructure management, system reliability, and freight movement and economic vitality. For pavement conditions, WYDOT has set a performance target for its interstate system at greater than 40% in good condition, and less than 5% in poor condition. For the non-Interstate NHS system, WYDOT's target is to have greater than 40% in good condition, and less than 10% in poor condition. Bridge targets have been set to 10% of NHS bridges in good condition (by area of deck square footage), and less than 10% in poor condition.

Connecting Crossroads recommends an allocation of \$519.9 million for the Enhanced Asset Management Program over the three-decade planning horizon.¹² In addition, this amount includes approximately \$78.5 million for bridge repair and replacements.¹³ Additional funding was favored for this program over recommending low priority roadway extensions that would detract from the ability to maintain the existing system over the long-term. As funds are available, asset management should include sidewalk repair, restriping of crosswalks, and addressing identified gaps in the sidewalk and on-street bicycle network. The following tables show sidewalk and bicycle projects prioritized in the Casper Area Trails, Path and Bikeway Plan (CATPBP) that remain unbuilt today. While these projects were unable to be included in the fiscally-constrained list of Recommended Plan projects, it is recommended that these lists are used to address gaps when asset management activities occur as funds are available.

¹¹ Maintenance estimates were developed by Casper Area MPO jurisdictions based on historical outlay and confirmation of resurfacing, rehabilitation, and repair projects in the 2020-2023 MTIP. Estimated funding need for bridge replacement for years after 2023 is based on the average annual value that has been committed to bridge and overpass repair and replacements in the Casper Area.

¹² Committed bridge replacements are included as projects in the Connecting Crossroads Recommend Plan as they have been recognized as locations for near-term need with funding estimates developed.

REMAINING CATBPB SIDEWALK GAPS

GAP SEGMENT	FEET
Path from Casper Rail Trail to Fenway Street	49
Wyoming Boulevard from Wyoming/CY Avenue to Outer Road	1359
Northwest crossing of Wyoming Boulevard and Cy Avenue	192
Thelma Drive from 2nd to Gannett St	952
15th from Carriage Ln to Wyoming Blvd	488
Legion Lane from N Walsh Drive to Wyoming Blvd and 150 feet south of Legion on Thelma Dr	1936
Connector Path from Birch Street to Meadow Park	49
Crossing of Cy Avenue at Talon Drive	125
E 12th St from Jefferson St to McKinley St	209
Paradise Valley Parks Path Improvements	337
Medicine Bow St/S Walsh Dr from Wind River Ave to Gannett St	489
Melrose St sidewalks from E A St to E 1st St (upgrade to sidepath)	435
E 3rd St, Lenox St, E 4th St from 100 ft W of Lenox to Kenwood and E 4th	902
Beverly from 750 Feet south of Bryan Evansville to Casper Rail Trail (upgrade to sidepath)	2123
7th Street Connector from Jefferson St to McKinley St	432
2nd Street Sidewalks Near Mall/Walmart	1342
Path from Casper Rail Trail to E A/Melrose St	154
College Drive from W 15th St through intersection with Casper Mountain Rd	682
Meadowlark Link trail from Pheasant Drive to Central Drive (upgrade to sidepath)	268
E 4th from 100 ft east of Pennsylvania to 100 ft east of Illinois St	776
Path from Camellia Street end to Paradise Valley Pool	208
15th from Beverly to Nebraska	375

REMAINING CATBPB SIDEWALK GAPS

GAP SEGMENT	FEET
Casper St from Fairgrounds Rd to 500 feet east of Fairgrounds Rd	445
Bruhn Way from N Sun Drive to Provence Court	506
E 18th Street Improvements from Long Creek Path to Outer Drive	805
Werner Court from Poplar to Wilkins Circle	1323
Sidewalk improvements from Northwestern Drive/1st Street south to existing trail	230
Path from Northeastern Ave 200 feet northwest of 4th street to existing path	90
11th Street Connector from S Mitchell St to McKinley St	515
Bruhn Way from N Sun Drive to Provence Court Alternate Configuration	147
N Poplar St from 500 ft north of Werner Ct to 100 feet south of Werner Ct	636
Missouri from E 18th St to Lynn Ln	596
Path South of Sunrise Shopping Center from Coffman Street to Poplar Street (upgrade to sidepath)	610
Centennial Park Path from Centennial Park to Wyoming Boulevard Path	526
Frog Pond Connector (Washington Park 400 feet North of E 10th St) from Jefferson to McKinley	435
8th Street Connector from Nebraska Ave to 8th Street end east of Beverly Street	144
Lillian Lane Path from Trigood Drive to Sage Creek Path	145
Trail from Casper Events Center to National Historic Trails Center (upgrade to sidepath)	634
Buckboard Walk from Whispering Springs Lane to Buckboard Park	425
Kelly Walsh High School Connector Trail from Sage Creek Path to High School	104
Buckboard Walk from Trevett Lane to Buckboard Park	630
Whispering Springs Walk from Cold Springs Road to Herrington Drive	208
Path from Cottonwood Estates to Buckboard Park	160
Beverly from Sagewood Ave to Amherst Ave	243

REMAINING CATBP BICYCLE NETWORK GAPS

PROJECT	FACILITY TYPE	MILEAGE
Fairside from Wyoming Blvd. to Fairgrounds	Bike Lane	0.17
Eagle Dr. from Talon to Wyoming Blvd.	Bike Lane	0.41
13th from Collins to CY	Bike Lane	0.51
McKinley from E K St to E A St.	Shared Lane Markings	0.66
Talon/Aspen from Plaza to W 38th	Bike Lane	0.43
Aspen/W38th from Wolf Creek to Eagle Drive	Shared Lane Markings	0.74
Talon from CY Ave. to Plaza	Shared Lane Markings	0.32
E 5th/Sun Dr./Bruhn/Huber from Country Club to Rail Trail	Shared Road	1.08
W 17th St. from Poplar to College Dr.	Shared Lane Markings	0.42
E A from Wolcott to Yellowstone	Bike Lane	0.58
W 15th St. from Sheridan to Wolcott	Shared Lane Markings	1.47
Walnut/Spruce/Oak Shared Lanes from Collins to 17th	Shared Lane Markings	1.37
Wolcott from E B St. to E 15th St.	Bike Lane	1.14
Talon from Aspen to Central	Bike Lane	0.46
W F Street from Poplar to Center	Mixed	0.42
E 5th from Collins to Conwell	Shared Lane Markings	0.9
Collins from 13th to Wolcott	Bike Lane	1.27
Ash from W B St to College Drive	Shared Lane Markings	1.26
Kingbury from 15th St. to 21st St.	Bike Lane	0.47
W 1st St. from Star to Pronghorn	Bike Lane	0.27
Poplar from 19th to 25th	Bike Lane	0.47
Bellaire from Brigham Young to CY Ave	Shared Lane Markings	0.94
Casper from Fairgrounds to Brigham Young	Shared Lane Markings	0.17

REMAINING CATBPB BICYCLE NETWORK GAPS

PROJECT	FACILITY TYPE	MILEAGE
Blue Spruce/E 18th from end to Long Path	Shared Road	0.57
Center from Midwest to W B St.	Mixed	0.43
Durbin St. from E A St to Midwest Ave	Bike Lane	0.22
Collins from King to 13th	Bike Lane	0.64
Hickory from CY to Coffman	Bike Lane	0.22
Jefferson from E 1st to E 14th	Bike Boulevard	0.95
E 13th/Center Shared Lane Marking	Shared Lane Markings	0.14
Elk from Rail Trail to E 4th St.	Shared Lane Markings	0.44
Kit Carson from Bellaire to CY Ave	Shared Lane Markings	0.21
E 4th from Conwell to Beverly	Bike Lane	0.48
25th from Poplar to Ridgecrest	Mixed	0.49
E 21st from Beverly to Kingsbury	Bike Lane	0.82
College Drive from Wolcott to W 18th	Buffered Bike Lane	0.41
E 15th/Centennial Hills Blvd from Country Club to Centennial Ct	Bike Lane	1.06
Conwell from E 1st to E 12th	Mixed	0.78
W A St/W B St. Shared Lanes and Bike lanes from Nichols to Wolcott	Mixed	0.37
Walsh from Yellowstone to E 12th	Mixed	1.23
E 3rd/Wanton/E 8th from Beverly to Wyoming	Mixed	1.79
Conwell from E 12th to Alta Vista Park	Shared Lane Markings	1.05
Country Club Road from E 2nd to E 15th	Shared Lane Markings	0.93
Paradise from CY to Magnolia	Mixed	0.77
Valley/Marigold from Indian Paintbrush to Paradise	Shared Road	1.12
Aster from Daffodil to Robertson	Shared Road	1.36

PROJECT	FACILITY TYPE	MILEAGE
Beverly from Amherst to E24th St.	Bike Lane	0.34
Kingbury from 12th to 15th	Shared Lane Markings	0.23
Coffman from Wyoming to Skyridge	Bike Boulevard	2.14
Fox/Eagle Dr from Wyoming to 38th	Shared Lane Markings	0.84
E 12th from Country Club to Wyoming	Bike Lane	1.14
E 21st from Oakcrest to Beverly	Mixed	0.98
E K St from Center to Beverly St	Bike Lane	1.4
Valley from Amrigold to CY	Mixed	0.3
E 12th form Wyoming to Elkhorn Valley	Bike Lane	0.94
Fairwood Common from 21st to end	Shared Road	0.38
Newport from E 12th to E 21st	Shared Road	0.39



Existing bike lane in the Capser Area

ENHANCED TRANSIT

Many residents of the Casper Area rely heavily on transit. For some, it is the only viable means of transportation. The recommended transit program discussed on the following pages is the result of numerous discussions with CATC staff, stakeholders, and transit riders. They are grouped into three focus areas: Financial Sustainability, Organizational Structure, and Transit Service Efficiency.



FINANCIAL SUSTAINABILITY

ADVERTISEMENTS

Advertisements onboard buses and at the transit center from local businesses can serve as an additional revenue stream for CATC.

EXPLORE PARTNERSHIPS

Partnering with human service transportation agencies, Casper College, Wyoming Medical Center, schools, or senior centers in the area can help CATC establish a consistent ridership base.

VOLUNTEER DRIVER PROGRAMS

Volunteer Driver Programs provide agency funding for volunteer drivers to provide transportation to friends, family members, or neighbors. The drivers can be reimbursed at a per-mile rate and may be organized to provide service to specific customers (e.g., seniors, people with disabilities, or limited income) or to the general public. These trips are often for critical needs such as medical and nutrition, and are for passengers who need more support than other types of transportation offered.

The TRIP model is a lower cost alternative to the traditional volunteer driver program. Instead of hiring a coordinator to recruit volunteers and manage ride schedules, the TRIP model assists passengers with recruiting their own drivers.¹³ Scheduling costs are non-existent, because passengers and volunteers arrange their own rides, and liability concerns are greatly reduced. Potential customers are eligible for rides if it is determined that the needed transportation is unlikely to occur without TRIP assistance.

¹³ TRIP model programs originated in Riverside, California, and are replicated in numerous locations. TRIP was historically an acronym but is now more of a brand.

TRANSIT SERVICE EFFICIENCY

TRANSIT DEVELOPMENT PLAN

The 2015 Casper Transit Development Plan (TDP) presented several recommendations to streamline services and improve efficiency. Some of these recommendations included ADA certification, aligning The Bus and CATC service hours, reducing Sunday Service on CATC, discontinuing route deviation on The Bus, and making transit information available through Google Transit.

These recommendations will be explored in future updates. Funding has already been set aside to update the 2015 TDP. The future TDP should revisit CATC's fare policy, refine CATC's eligibility criteria for demand response service, and look for ways to reduce the footprint of the fixed-route system.

MARKETING STUDY

The 2015 TDP also highlighted the importance of marketing to promote the benefits of transit to the community. Marketing materials such as pamphlets, social media advertisements, or radio and television advertisements can raise awareness of The Bus and CATC and serve as resources on how to use transit in the Casper Area. In order to determine the best marketing strategies given the demographics of the region, a marketing study is needed.



ORGANIZATIONAL STRUCTURE

EXPLORE RESTRUCTURING

Transferring the responsibilities of CATC to the City of Casper could result in an array of benefits, including reducing the administrative burden and increased assistance with FTA compliance and reporting. A deeper assessment is needed to explore the benefits and disadvantages of operating CATC within a city department, as opposed to maintaining nonprofit status.





BROADEN GOVERNING BOARD

A Board that reflects various members of the community can help ensure transit needs are being met. Giving additional key stakeholders a voice in the decision-making process can help establish new partnerships while also strengthening existing partnerships.

FUNDING

The table below illustrates the estimated costs of the recommend transit program. Currently, Federal Transit Administration (FTA) 5307 funds support 80% of CATC's capital and administrative costs and 50% of operating costs, with the amount of funding received based on population size. These funds require a local match, which consists of 20% for capital costs and 50% for operating costs. The estimated funding available for transit in the FY 2020-2023 Metropolitan Transportation Improvement Program is highlighted in the graphic below.

FY2020-FY2023 MTIP TRANSIT FUNDING

	 2020	 2021	 2022	 2023	 TOTAL
LOCAL FUNDS	\$1.35M	\$1.26M	\$1.27M	\$1.36M	\$5.24M
FTA SECTION 5307	\$1.47M	\$1.47M	\$1.48M	\$1.51M	\$5.95M
FTA SECTION 5339	\$563K	--	\$36K	\$256K	\$856K
CONSOLIDATED PLANNING GRANT	\$563K	--	--	--	\$90K
TOTAL	\$3.47M	\$2.73M	\$2.79M	\$3.14M	\$12.13M

RECOMMENDED TRANSIT PROGRAM WITH ESTIMATED COSTS

	2020	2021 AND EACH YEAR THEREAFTER
ADVERTISEMENTS	(\$13,000)	(\$13,000)
MARKETING STUDY	\$35,000	--
MARKETING STUDY (IMPLEMENTATION ASSISTANCE)	--	\$15,000
VOLUNTEER DRIVER PROGRAM	\$51,400	\$46,400
TRANSIT DEVELOPMENT PLAN	\$100,000	--
ESTIMATED COSTS	\$188,400	\$48,400

RECOMMENDED POLICIES

COMPACT GROWTH

Most people can see the benefits of compact growth. Simply stated, if things are closer together, people need less travel to move between them. This means time savings, less congestion, and more options to walk or bike for those who wish to do so. But compact growth does not happen by accident. Communities must take proactive steps to cause this outcome. And like anything, the benefits of compact growth are accompanied by some complications that communities often wish to mitigate.

ENCOURAGING COMPACT GROWTH

INFRASTRUCTURE POLICY

As a matter of policy, a decision to extend water and sewer service out toward the edges of a community creates a massive incentive to develop at the edges. What may initially feel like a market-friendly move to open up land for development and affordable housing, usually becomes a substantial public obligation to build and widen roads, stretch police and fire resources, build more schools and find transportation solutions for people who need access to health services that may be far away. This basically amounts to a shifting of public resources and benefits to those people who are buying or renting this seemingly affordable housing.

In the case of the Casper Area, there is ample land available for development and redevelopment within the currently approved water and sewer boundaries to last for many, many years. By staying disciplined and encouraging growth a bit closer in, the majority of taxpayers in the community will be able to control costs and enjoy some of the other benefits that come from keeping land uses closer together.

AFFORDABLE HOUSING POLICY

Spiraling cost of living is an issue usually associated with bigger cities but encouraging development in a more compact form can lead to some rising costs to individuals even in smaller communities. While this is manageable for most people, some who have more limited means or fixed incomes can be stressed by even moderate increases to living expenses. It may be worth putting some policies in place to head off these issues:

- ▶ **ACCESSORY UNITS** – Within more compact residential neighborhoods, affordable housing can be achieved through accessory units – often apartments above a garage or in an out-building on a main home site.
- ▶ **PROPERTY TAX CONTROL** – Capping the rate of property tax increases for long-time residents can help people stay in place affordable. Such caps last as long as a resident stays put, and reset when someone moves.

Land Assembly, Acquisition and Incentives – In some cases (such as in downtown) the cost of acquiring and improving land can drive up housing costs. Many cities have found that public acquisition of key parcels and partnerships with the private sector to develop in a beneficial way can cost less than the public infrastructure and servicing costs associated with development at the edges.



MITIGATING THE COMPLICATIONS

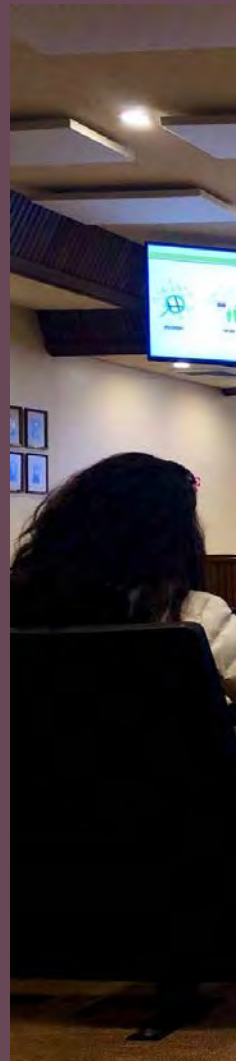
To some, compact development can feel too urban, can create daily inconveniences or can lead to fears of too much growth. Some tools to mitigate this include:

TRANSFER DEVELOPMENT RIGHTS

If a community worries that compact growth is just going to be followed by edge growth later, creating more problems, there is a market-based solution. In short, a system is created that assigns entitlements (allowable future growth) to every property in the community. Those development rights can then be bought and sold to create compact nodes in some locations (receiving zones) and preserve open space in others (donor zones). The local government sets up where those receiving zones, or areas appropriate for compact growth, should be located. Then those owners can find willing sellers in the donor zones who have no interest in developing but would like to be compensated for their land value. This has led to the preservation and protection of farm and ranch land at the edges of communities that helps to preserve rural edges and open views that can define the character of a place.

NEIGHBORHOOD PARKING POLICIES

Compact areas with policies such as allowable accessory units can find they have problems with things such as parking availability. If these issues arise, tools such as neighborhood parking permits (that limit the number of street-parked cars per home), shared parking agreements, and timed parking restrictions may be considered.





A land use and growth session was held with the development community in December, 2018

HEALTH & EQUITY

TRANSPORTATION EQUITY

Equitable transportation systems provide mobility in a way that strives to meet the unique needs of all members of the community. Equity is distinct from equality—equity seeks to provide underserved populations with mobility options necessary to reach fair levels of access, whereas equality would provide the same amount of mobility options for all regardless of existing service levels. Equity facilitates social and economic opportunities for populations that have historically been underserved, including low-income persons, persons of color, older adults, children, persons with limited English proficiency, and persons with disabilities.

Equitable transportation systems reduce costs and improve economic opportunity and overall quality of life for low- and moderate-income households in several ways, including the following:

- ▶ They help facilitate multiple mobility options such as riding a bike or taking the bus, which are generally less costly than driving an automobile. Transportation accounts for a large share of household costs.
- ▶ They can enhance economic opportunities by improving access to jobs and job training opportunities.
- ▶ They can provide safety, air quality, and other benefits to low-income populations and/or minority populations who have historically been subjected to adverse or disproportionately high and adverse human health and environmental impacts.
- ▶ They can improve access to grocery stores, health care, greenspace, and provide recreation opportunities.
- ▶ They can improve accessibility and mobility for people with disabilities by adhering to tenets of universal design and the Americans with Disabilities Act (ADA) design requirements.

WOMEN'S TRANSPORTATION NEEDS

Historically, women's transportation concerns, needs, and preferences have not been accounted for in the planning of the transportation system. Existing research has found that women are responsible for a disproportionate share of the household's transportation burden. They often "chain" their activities, making multiple stops because of their household responsibilities like caregiving or grocery shopping.¹⁴ Walking trips or trips on transit, for example, become more difficult for women with groceries in hand or when traveling with children.

Safety is another major issue that disproportionately affects women and impacts their willingness to use transit. Specifically, more women than men report experiencing harassment or personal security issues while walking, waiting for, or riding transit.

Transportation planning must account for women's travel needs. According to 2018 data from the U.S. Census Bureau, 49.6% of the population in Natrona County is female. Women benefit most from improvements that prioritize and emphasize safety (e.g., better lighting at transit stops and along sidewalks, protected bike lanes), bus stop and vehicle design, transit frequency, and transit reliability. By aiming to serve the travel preferences and patterns exhibited by women, the transportation experience is better for all users.



¹⁴ Los Angeles Metropolitan Transportation Authority. (2019). Understanding How Women Travel. Retrieved from http://libraryarchives.metro.net/DB_Attachments/2019-0294/UnderstandingHowWomenTravel_FullReport_FINAL.pdf

SAFE ROUTES TO SCHOOL (SRTS)

SRTS policies and programming improve the ability for kids to walk and bike safely to school. The project prioritization process within an SRTS program helps inform funding for safety improvements near schools. In addition to the physical improvements, a Safe Routes to School initiative educates children—and their caregivers—and improves awareness of the health benefits of walking and biking to school. Formal adoption of an SRTS policy between the MPO, jurisdictions, and school district may improve regional coordination and improve ability to seek funding sources for SRTS measures. Regardless of policy adoption, Casper Area transportation projects around schools should look to mitigate the following issues that were identified in the Casper Wyoming Safe Routes to School report:

- ▶ Vehicles traveling too fast in school zones (consider neighborhood speed management)

PUBLIC HEALTH

According to the Natrona County Community Health Status Report (2018), 31% of Casper Area residents are obese and 24% report no leisure time physical activity. Multimodal thoroughfares support public health by improving air quality, reducing injuries, and enabling and encouraging active transportation and recreation, including walking and bicycling. Expanding the region’s existing trail network, points of access, and establishing more on-street facilities will provide residents with more opportunities to live a healthy and active lifestyle.

BENEFITS OF PHYSIC



Have smaller increases in body mass index (BMI) over time compared to inactive peers (A)



Can high than peers

^A Moore, L., et. al. "Does early physical activity predict body fat change throughout childhood?" *Preventive Medicine* 37, (2003): 10-17.

^B Grissom, J. "Physical Fitness and Academic Achievement." *Journal of Exercise Physiology* 8, No. 1 (2005): 11-25.

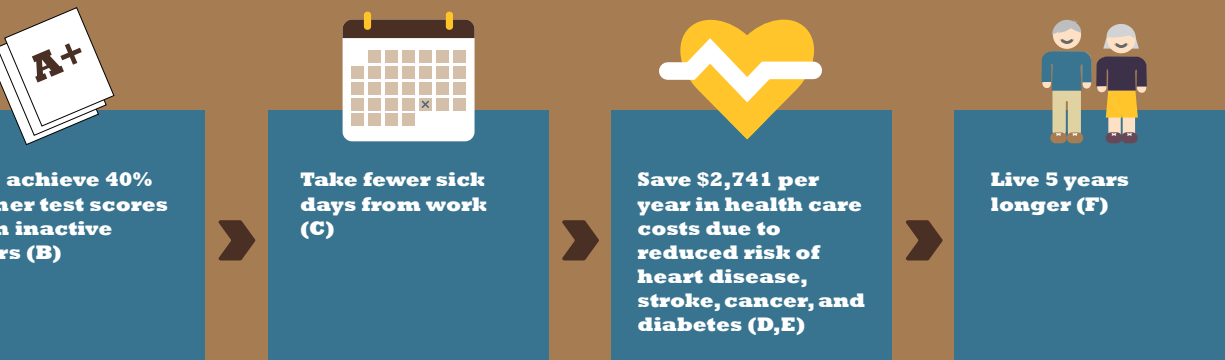
^C Proper, K.I., et. al. "Dose-response relation between physical activity and sick leave." *British Journal of Sports Medicine* 40, No. 2 (2006): 173-178. doi:10.1136/bjsm.2005.022327.



- ▶ Wyoming weather detracts from active transportation in winter months (clear snow from essential walking paths and consider plowing techniques that do not create snow banks at school access points)
- ▶ Darkness during late sunrise in fall and winter (address lighting gaps on school access routes)
- ▶ Wide roads, dangerous intersections, and sidewalk gaps near schools (implement complete streets measures and complete intersections to reduce pedestrian exposure and points of conflict near schools)



PHYSICAL ACTIVITY OVER A LIFETIME



^D U.S. Department of Health and Human Services. "Physical Activity Guidelines for Americans." 2008. <http://www.health.gov/paguidelines/default.aspx>.

^E Cawley, J. and C. Meyerhoefer. "The medical care costs of obesity: An instrumental variables approach." *Journal of Health Economics*, 31, Iss. 1 (January 2012): 219-230.

^F Olshansky, S.J., et. al. "A Potential Decline in Life Expectancy in the United States in the 21st Century." *New England Journal of Medicine* 352, No. 11 (2005): 1138-1145.

ACCESS TO HEALTHY FOOD

Having reasonable access to fresh, nutritious food, is often associated with a better diet and a lower risk for obesity. Many Casper Area residents, especially those further from town centers or who may not own a car, lack access to reliable transportation and are not able to afford the high prices of healthy food at grocery stores. As a result, they must shop where produce selection is low-quality or wherever it is more cost-effective to purchase cheaper and more unhealthy food. Transportation policies can make it easier for low-income families, seniors, and others with mobility challenges to access healthy food sources and improve the overall well-being of Casper Area residents.

SAFE ROUTE FOR SENIORS

Safe Routes for Seniors policies identify and implement pedestrian improvements for older adults to improve access to services and enhance pedestrian safety and comfort. Older adults represent 13% of the population in the Casper Area and this number is expected to grow. This type of policy would prioritize safety for some of the region's most vulnerable pedestrians, improve access to services, and encourage physical activity among older adults.

COMPLETE STREETS

As defined by the U.S. Department of Transportation, Complete Streets are streets designed and operated to enable safe use and support mobility for all users. Those include people of all ages and abilities, regardless of where they are traveling as drivers, pedestrians, bicyclists, or public transportation riders.¹⁵ Complete streets allow for design that is unique and responsive to community context. A complete street in a rural area will look different from one in a downtown area but both are designed to accommodate the safety and needs of all users. Another way to consider complete streets is through the concept of “8 to 80 cities” which suggests that if a city’s transportation network is designed for the use and needs of an eight year old and that of an 80-year old then it should be safe and comfortable for the use of everyone. These principals are reinforced by the evaluation metrics of Multimodal Level of Service (MMLOS) and Level of Traffic Stress (LTS). MMLOS accounts for the overall system performance of all modes by considering the delay and carrying capacity of transit, bikes, and pedestrians in addition to motor vehicles. LTS is a method to evaluate bicycle facilities by recognizing that there are varying levels of experience and comfort between bicycle riders. LTS accounts for elements such as traffic speed and volumes, facility width, and level of protection from motor vehicles.

The values and potential benefits of Complete Streets address all five Connecting Crossroads goals. These objectives can be pushed forward by adopting an official Complete Streets Policy and multimodal street design guidelines. This is in line with the Generation Casper Comprehensive Plan that recommends “Adopt a Complete Streets policy, designed to equally prioritize walking, biking, and driving; and implement while ensuring the infrastructure design and placement protects residential character. Best practices for local governments to develop and adopt Complete Streets policies are provided in Smart Growth America’s Complete Streets Local Policy Workbook.¹⁶

¹⁵ <https://www.transportation.gov/mission/health/complete-streets>

¹⁶ <https://www.smartgrowthamerica.org/app/legacy/documents/cs-local-policy-workbook.pdf>

STREET DESIGN GUIDANCE

The following street design guidance is provided to assist with the implementation of Connecting Crossroads projects in accordance with complete streets principles that suit the context of the Casper Area. The measures included are not meant to be exhaustive, but rather a starting point. Where applicable, citations have been provided to additional resources to help inform decision making. In the longer term, the Casper Area MPO may consider development of complete streets design guidelines with measurement requirements in close coordination with public works departments and WYDOT.

DESIGN PRINCIPLES

SPEED

Vehicle Speed is a significant determinant of crash severity, especially between modes. The operating speed along a street must reflect not on the roadway but also the context. Reducing vehicle speeds opens up a range of design options that allows a street to resemble less a speedway and more a neighborhood street. Narrower streets, smaller intersections, leading pedestrian intervals, protected bicycle facilities all achieve this. Streets with consistent speed profiles, intersections with predictable signal operations, and low-speed streets where drivers make eye contact with each other, bicyclists and pedestrians are generally safer streets.

As speeds increase, there is more kinetic energy, which means more energy to be dissipated in the event of a crash. As speeds increase, the distance traveled by a vehicle during the driver's reaction time and braking also increases exponentially. As speeds increase, the human brain processes less of what is "seen" in our peripheral vision. This is most problematic on wider streets with activity (parking, cycling, children chasing balls in the street) on the side of the roadway.¹⁷

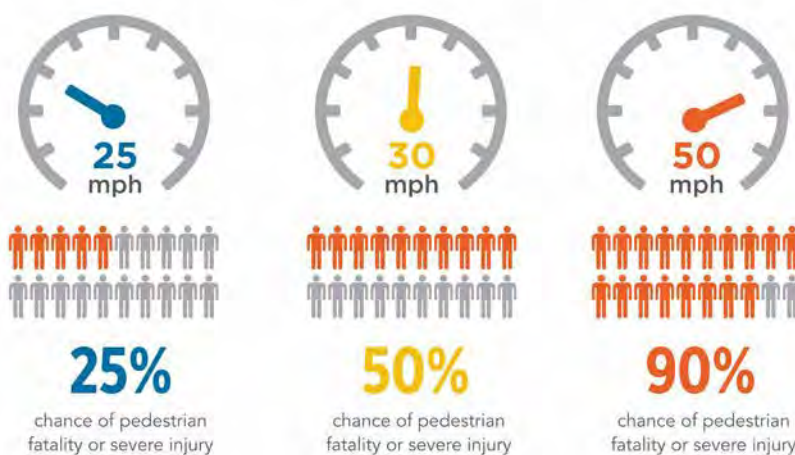
¹⁷ Muller, Alexandra S and Lana Trick. "Driving in Fog: The effects of driving experience and visibility on speed compensation and hazard avoidance." Accident Analysis & Prevention. 2012.

EXPOSURE

Exposure risk is the amount of time that a person is exposed to potential conflicts. Examples include the amount of time that it takes a person to cross the street, or the amount of time it takes to drive through an intersection. Minimizing exposure risk generally increases safety as it reduces the amount of time users are exposed to a possible crash. Compact intersections, short crossing distances, and intuitive design all reduce exposure. Shorter crossings have the added traffic benefit of less clearance time needed during the flashing don't walk phase.¹⁸

SIGHT TRIANGLES AND VISIBILITY

Sight triangles are used to determine where vertical elements are prohibited within an intersection in order to maintain adequate sightlines, but they often create wide setbacks and designs that encourage speeding and endanger pedestrians. In multimodal environments, intersection corners tend to become gathering places; pedestrians wait at corners to cross the street, and bus stops are often placed at corners. In these areas it becomes less important to focus on clearing sightlines, but more important to slow traffic speeds and facilitate eye contact between motorists and other street users. At lower speeds a motorist can make eye contact with other users (motorists or otherwise) and decrease the potential for crashes.¹⁹



Source: Tefft, Brian, 'Impact speed and a pedestrian's risk of severe injury or death' (Accident Prevention and Analysis, 2013)

¹⁸ AASHTO recommends use of "simple designs that minimize crossing widths and minimize the use of more complex elements such as channelization and separate turning lanes." Source: American Association of State Highway Transportation Officials. "A Policy on Geometric Design of Highways and Streets," 6th ed. (2011): 2-79.

¹⁹ Guéguen, Nicolas, et al. "A pedestrian's stare and drivers' stopping behavior: A field experiment at the pedestrian crossing." Safety Science. June 2015.

NEIGHBORHOOD STREET SPEED MANAGEMENT

CHICANE

Chicanes are curb extensions that alternate from one side of the street to the other, forming S-shaped curves. Vehicles slow their speeds to pass through the series of curves. A chicane-like effect can be achieved sometimes at less cost, by alternating on-street parking from one side of the street to the other. Chicanes can be landscaped to provide visual amenity and neighborhood identity, as well as to provide mid-point refuge for pedestrian crossings at crosswalks.

DESIGN CONSIDERATIONS

- ▶ The number of chicanes required depends on the length of the street, but generally a series of at least three bulb-outs are needed to create the S-shaped curves needed to slow vehicle speeds.
- ▶ The shifts in alignment should be at least one lane width, with deflection angles of at least 45 degrees, and center islands to prevent drivers from following a straight “racing line” path through the feature.
- ▶ Chicanes should be placed midblock and may be used in conjunction with other traffic calming measures.

PREFERRED DIMENSIONS

Widths should not narrow any bike or general traffic lanes to an unsafe width. Where application of chicanes impact drainage a one to two-foot gap may be placed between the treatment and the curb.



E. 2nd Street in downtown Casper is an example of a chicane

MORE INFORMATION

- ▶ AASHTO: Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004: Section 2.6.2: Traffic-Calming Methods; Section 3.3.1: Curb Radii; Section 3.3.2: Crossing Distance Considerations
- ▶ Ewing, R. and J. Brown: U.S. Traffic Calming Manual. 2009
- ▶ NACTO: Urban Street Design Guide, 2013

DIVERTERS

Diverters are physical or regulatory barriers that restrict access and movement. They may prevent particular turning or through movements or restrict access to local traffic only, while allowing passage of bicycle and pedestrian traffic. Diverters can create opportunities for landscaping and street trees. Depending on the situation, diverters can be appropriate for use on all street types. Sometimes called a “half street closure,” semi-diverters prevent vehicles from crossing an intersection in one direction of a street while permitting traffic in the opposite direction to pass through. It is an alternative to one-way street operation for a block and it allows residents on the block limited two-way travel opportunity.

DESIGN CONSIDERATIONS

- ▶ A semi-diverter should be located at the end of a block to prevent vehicles from entering, but allowing exits.
- ▶ Diagonal diverters can be installed across an intersection blocking through movement, and are usually staggered to create circuitous routes through neighborhoods.
- ▶ Diverters should be designed to allow for the passage of pedestrians and bicycles.

PREFERRED DIMENSIONS

The length of a diverter should be long enough to prevent bypass attempts by vehicles. Gaps should be provided at a minimum of four feet for passage of bicycles and where pedestrian crosswalks occur.

MORE INFORMATION

- ▶ AASHTO: Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004
- ▶ AASHTO: Guide for the Development of Bicycle Facilities, 2012
- ▶ FHWA: Small Town and Rural Multimodal Networks, Chapter 2: Mixed Traffic Facilities

SPEED HUMPS

Speed humps are parabolic vertical traffic calming devices intended to slow traffic speeds on low volume, low speed roads. Speed humps reduce speeds to 15–20 mph and are often referred to as “bumps” on signage and by the general public. They are most common on lower order neighborhood streets. They may also be used on streets where traffic volumes are higher than desired or those that are used by cut-through traffic on a regular basis.

DESIGN CONSIDERATIONS

- ▶ Speed humps should be applied on streets with speeds limits less than 30 mph, and where there is higher than desired operating speeds.
- ▶ Speed humps should be accompanied by a sign warning drivers of the upcoming device. They should be located where there is sufficient visibility and available lighting
- ▶ Speed humps should not be placed in front of driveways or other significant access areas.
- ▶ Spacing should be determined based on the target speed of the roadway. Speed humps should be spaced no more than a maximum of 500 feet apart to achieve an 85th percentile speed of 25–35 mph. To achieve greater speed reductions, space speed humps close together.
- ▶ Speed humps may be applied on one-way or two-way roads.

PREFERRED DIMENSIONS

Speed humps should be three to four inches high and 12–14 feet wide, with a ramp length of three to six feet, depending on target speed.

MORE INFORMATION

- ▶ AASHTO: Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004
- ▶ AASHTO: Guide for the Development of Bicycle Facilities, 2012
- ▶ NACTO: Urban Street Design Guide, 2013

TRAFFIC CIRCLES

Traffic circles are small roundabouts used at the intersection of local streets to slow the speed of traffic. They may or may not be used in conjunction with stop signs. Traffic circles provide advantages for all road users as they reduce the need for a full stop and enable continuous progression when conflicting traffic is not present. An ideal treatment for uncontrolled intersections, traffic circles can reduce vehicle speeds and crashes in low volume areas. They can be installed using simple markings or raised islands, but they also provide great opportunities to include stormwater management facilities or pieces of art.

DESIGN CONSIDERATIONS

- ▶ Regulatory and/or warning signage should be provided to remind traffic to proceed counterclockwise around the circle.
- ▶ Street trees located in traffic circles should avoid blocking sight lines to ensure safety. A neighborhood partner should be identified for maintenance of any plantings.
- ▶ If plantings are incorporated, they should require minimal maintenance; access paths for maintenance crews should be incorporated into the overall design.

PREFERRED DIMENSIONS

Provide approximately 15 feet of clearance from the corner to the widest point on the circle.



Traffic circle in Centennial Hills Village

MORE INFORMATION

- ▶ ITE: Designing Walkable Urban Thoroughfares: A Context Sensitive Approach, 2010
- ▶ AASHTO: Guide for the Development of Bicycle Facilities, 2012
- ▶ NACTO: Urban Street Design Guide, 2013

CHOKER OR NECK-DOWN

Chokers are midblock curb extensions that narrow the street by expanding the sidewalk or adding a planting strip and often are installed at midblock pedestrian crossings. Neck-downs are curb extensions at intersections that tighten the curb radii at the corner, reducing the pedestrian crossing distance and the speeds of turning vehicles. Both treatments are particularly useful on streets with longer block lengths where motorists tend to pick up speed.

DESIGN CONSIDERATIONS

- ▶ Neck-downs and chokers may be coupled with on-street parking bays and crosswalks.
- ▶ Neck-downs should not be used on streets with separated bike lanes or other separated facilities where they would result in moving bicyclists into the traffic flow.

PREFERRED DIMENSIONS

Widths should not narrow any bike or general traffic lanes to an unsafe width.

MORE INFORMATION

- ▶ AASHTO: Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004: Section 2.6.2: Traffic-Calming Methods; Section 3.3.1: Curb Radii; Section 3.3.2: Crossing Distance Considerations
- ▶ Ewing, R. and J. Brown: U.S. Traffic Calming Manual. 2009
- ▶ NACTO: Urban Street Design Guide, 2013



Midblock curb extensions at David Street Station

ARTERIAL STREET SPEED MANAGEMENT

ROAD DIETS

A road diet is the reallocation of roadway space by converting one or more vehicle travel lane(s) to active transportation use while retaining the existing curb line. The most common road diet converts a four-lane road with two lanes in each direction to a three-lane section with one lane in each direction, one bike lane in each direction, and a center turn lane. This strategy can be applied broadly to a wide variety of cross sections where one or more travel lanes are repurposed to provide more space for people walking and bicycling. Road diets are most typically done on roadways with excess capacity where anticipated traffic volumes have not materialized to support the need for additional travel lanes.

Road diets provide potential for crash reduction. Converting a four-lane street to a three-lane street removes left turns from the main flow of traffic and has been shown to reduce the number of rear-end collisions, for example, since left turning motorists can wait to turn in the center lane. Four to three lane conversions typically have minimal effects on the vehicular capacity of the roadway because left-turning vehicles are moved into a common two-way left turn lane. Roadway configurations with two travel lanes and a center turn lane can discourage speeding and weaving; reduce the potential for rear end and side swipe collisions; improve sight distances for left-turning vehicles; reduce pedestrian crossing distances and exposure to motor vehicle traffic; and reallocate space for sidewalks, bicycle facilities, and curb extensions.

DESIGN CONSIDERATIONS

- ▶ If considered during reconstruction, raised center islands may be constructed in between intersections to provide improved pedestrian crossings, incorporate landscape elements, and reduce travel speeds.



A road diet may be considered for the Mills Main Street project.

MORE INFORMATION

- ▶ AASHTO: Guide for the Development of Bicycle Facilities, 2012: Section 4.9.2: Retrofitting Bicycle Facilities Without Roadway Widening
- ▶ Federal Highway Administration: Road Diet Informational Guide, 2014
- ▶ Federal Highway Administration: Traffic Calming ePrimer, 2017

SIGNAL MODIFICATIONS

Modifications to traffic control devices can improve driver compliance by increasing the visibility of a signal and making phasing easier to understand. These modifications can include altering timing and phasing in order to separate movements and optimize flow, such as by adding a protected left turn phase, which restricts pedestrian movement during left turning movements. Phasing modifications benefit people using active transportation by increasing their visibility to drivers, reducing the risk of crashes and injuries. Physical modifications include such enhancements as retroreflective backplates/borders on signs and traffic signal heads, and LEDs or flashing beacons used in conjunction with warning or regulatory signs. Traffic signal displays can also be outfitted with signal visors, limited visibility lenses, or signal louvers to prevent preemptive movements and minimize confusion about the right of way among adjacent movements.

DESIGN CONSIDERATIONS

- ▶ Stop signs and warning signs may be accompanied by LED units along the border of the sign for illumination (not including changeable message signs).
- ▶ Signal backplates can be vented to account for higher wind loads.
- ▶ Strobe lights complementing traffic signal displays are not MUTCD compliant.
- ▶ Louvers, the inside surfaces of visors, and the front surface of backplates must retain a matte black finish.
- ▶ Retroreflective borders on signal backplates offer enhanced visibility at night and during power outages.

MORE INFORMATION

- ▶ Federal Highway Administration. Signalized Intersections: Informational Guide. Second Edition. 2013.

MEDIANS

A median divides lanes of traffic and is generally located in the center of the right-of-way to separate opposing directions of traffic. They may also be used off-center to separate local access or special purpose lanes, including bicycle facilities and bus-only lanes. Medians increase safety and enhance roadway operations by reducing vehicular movement conflicts, limiting turning movements, and providing a refuge for pedestrians crossing the street.

DESIGN CONSIDERATIONS

- ▶ Medians take many forms and can be used as both a traffic calming and beautification device.
- ▶ Medians may be flush with the pavement and consist of painted markings, or a space protected with a raised curb.
- ▶ Striped or painted medians may precede more permanent improvements, providing an opportunity to test travel behaviors before making a significant capital investment.
- ▶ Medians that intersect a pedestrian crossing should have a clear walk zone that is at least as wide as the crosswalk that intersects it to avoid a bottleneck mid-crossing.

PREFERRED DIMENSIONS

Medians should be at least 10 feet wide (curb to curb) if they are to provide turn pockets at intersections. Medians intended for use as pedestrian refuge islands should be a minimum of six feet wide (curb to curb) to provide adequate width for pedestrians crossing with strollers, bicycles or wheelchair devices.

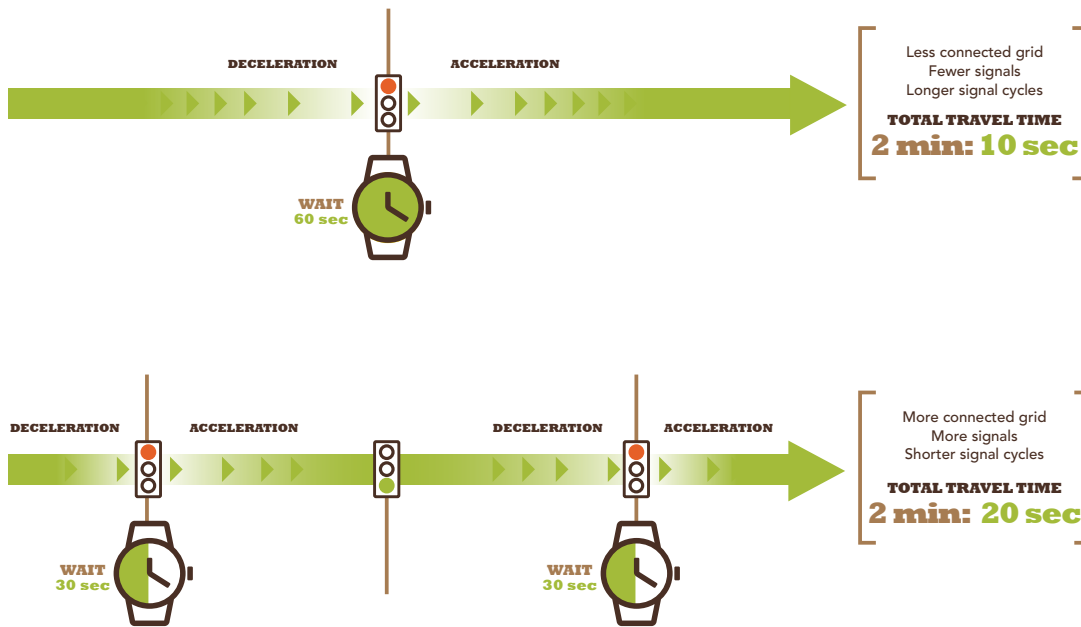
MORE INFORMATION

- ▶ AASHTO: Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004
- ▶ Federal Highway Administration: Small Town and Rural Multimodal Networks, Chapter 2: Mixed Traffic Facilities
- ▶ NACTO: Urban Street Design Guide, 2013

SPEED MANAGEMENT TOOLS

ADDITIONAL SIGNALS

Signals are the tools that help move traffic through intersections. Typical arterial signal spacing is a half-mile or more, which does not correlate well to a pedestrian-scaled network. On a low-speed street, signals are not as necessary to manage speeds, but on arterials and collectors signals can allow for cross-flow, keep vehicle traffic moving at safe speeds, and allow for access to destinations. MUTCD provides recommendations on signal spacing, but also states that locations that do not meet warrants could still include signals with application of engineering judgment.²⁰



²⁰ Federal Highway Administration. "4C: Traffic Control Signal Needs Studies," in Manual of Uniform Traffic Control Devices, 2009 Edition with Revisions No. 1 and 2 Incorporated. 2012.

REDUCED LANE WIDTH

Analysis of a street's layout may reveal space that could be allocated from vehicular uses to other elements. Where a road diet or bike lane might be infeasible, narrowing vehicle lanes may allow for the inclusion of on-street parking, wider sidewalks, landscaping treatments, or bicycle lanes without causing any safety effects to vehicular traffic.

TRANSITIONS

As context and mobility functions change, street type designations may change accordingly. The transitions between street types can include design cues reinforcing the street's desired character relative to its changing context. For example, state highways that function as main streets on entering a commercial district might introduce more urban elements (narrower lanes, curb and gutter edges, pedestrian lighting, gateway treatments, etc.) to cue motorists to the transition from a higher-speed mobility corridor to a lower-speed, walkable commercial district.

MORE INFORMATION

- ▶ AASHTO: Guide for the Development of Bicycle Facilities, 2012: Section 4.9.2: Retrofitting Bicycle Facilities Without Roadway Widening
- ▶ NACTO: Urban Street Design Guide, 2013

BICYCLE FACILITIES

When the right-of-way is thoughtfully and clearly allocated so that all users have their right-sized piece of the street, the community realizes a range of benefits, from improved roadway safety for everyone to equitable access to jobs and opportunities. A fully connected 8-80 network of bicycle priority streets connects many origins and destinations, without requiring the user to take significant out of direction routes or ride in places that do not suit their ability or skill level. The network is designed to provide infrastructure improvements, traffic calming measures, and strategically placed crossings to ensure the network is not broken up by gaps or barriers, such as high speed and high-volume streets.

CLASS I

Class I facilities – also known as multi-use paths or shared use paths – are paths for exclusive use by people on foot, on bicycles, or other mobility devices. They are separated from vehicle travel lanes, providing a more comfortable facility for a wide range of users. Class I facilities attract a wide range of users traveling at widely varied speeds – from people moving at a leisurely pace to cyclists traveling at higher speeds.

DESIGN CONSIDERATIONS

- ▶ Minimize conflict between different user types through additional path width, signage, and design cues such as striping or separation.
- ▶ Shared use paths with a higher intensity of use should consider separation of users – separating pedestrians from bicyclists and/or separating oncoming directional travel.

MORE INFORMATION

- ▶ FHWA: Small Town and Rural Multimodal Networks, Chapter 4: Physically Separated Facilities
- ▶ AASHTO: Guide for the Development of Bicycle Facilities, 2012: Chapter 5: Design of Shared Use Paths

SIDEPATH

Sidepaths are similar to Class I facilities, but are typically located parallel to a street, or within the right-of-way but separated from the roadway. Sidepaths tend to take the form of wide sidewalks, but are designed for both pedestrian and bicycle use, and may be paired with class II bike facilities (bike lanes) within the roadway.

DESIGN CONSIDERATIONS

- ▶ Instead of restricting contraflow travel, sidepaths should instead be designed to minimize potential conflicts for these users, and to increase visibility of contraflow travel by all corridor users.
- ▶ Where the sidepath crosses a side street or driveway, implement speed reduction measures to reinforce the priority of movement by people walking and bicycling, including raised crossings, truck aprons, and prominent pavement markings. Signage along sidepaths may also be used to alert path users to watch for turning vehicles.
- ▶ At signalized intersections, signal timing may be adjusted to add an exclusive sidepath signal phase or leading interval.
- ▶ At side street crossings, sidepaths should be offset from the curb line of the parallel roadway by six feet to 24 feet to improve the visibility of bicyclists to turning motorists, and to allow motorists turning onto the primary roadway space to pull forward and yield to traffic in the primary roadway after yielding to sidepath users.

MORE INFORMATION

- ▶ Michigan Department of Transportation: Sidepath Intersection & Crossing Treatment Guide, June 2018

CLASS II BIKEWAYS

Class II bikeways are dedicated bicycle lanes delineated by striping, signage and pavement markings. Conventional bike lanes are typically located immediately adjacent to a motor vehicle travel lane and usually located on the right-hand side of the street running in the same direction as motor vehicle traffic, but alternative configurations are possible. Bike lanes alert motorists to the presence of a bike route, allow bicyclists to use the street with less interference from traffic, and increase comfort for cyclists and predictability for all roadway users. Providing bike lanes may reduce the incidence of cyclists riding on sidewalks.

Buffered bicycle lanes have a separation between the Class II bicycle lane and the travelway, increasing the distance between vehicles and cyclists by painting a buffer between the bike lane and parked or moving traffic. The additional buffer may also reduce the risk of cyclists getting hit by the doors of parked cars and allows cyclists to pass one another without entering the general traffic lane.

DESIGN CONSIDERATIONS

- ▶ Removing bike lanes in advance of intersections is not an 8-80 treatment, and should be avoided because it introduces a gap in the network.
- ▶ Avoid placing conventional bicycle lanes to the right of a right-turn lane or the left of a left-turn lane, unless a separate bicycle signal is provided.
- ▶ Use dotted/dashed lines to indicate areas of conventional bicycle lane/vehicle lane conflict, such as bicycle lane markings continuing through intersections or where right turning lanes cross bicycle lanes.
- ▶ For buffered bicycle lanes in retail areas, place the buffer adjacent to the parking lane if there is only room for a buffer on one side.

MORE INFORMATION

- ▶ NACTO: Urban Bikeway Design Guide, 2nd Edition, 2014
- ▶ AASHTO: Guide for the Development of Bicycle Facilities, 2012: Section 4.5: Paved Shoulder; Section 4.6: Bicycle Lanes; Section 4.7: Bicycle Lane Markings and Signs
- ▶ FHWA: Separated Bike Lane Design Guide, 2015

CLASS III BIKEWAYS

Shared lane markings (sharrows) are pavement markings that reinforce that a lane is intended to be shared by motor vehicles and bicyclists. Shared lane markings alert motorists to expect bicyclists, remind motorists of the legitimacy of bicyclists to use the roadway, and orient bicyclists to the preferred line of travel outside the door zone. Shared lane markings do not create a dedicated bicycle facility, so some bicyclists will not be comfortable riding in travel lanes and relying on these markings to alert motorists. Shared lane markings are generally considered a minimalist bicycle accommodation and should be limited in use. On higher volume streets, these markings are an interim measure. As this facility would not be comfortable for all ages and abilities, it should not be illustrated on bikeway maps. Instead, bicyclists can be routed to other streets if dedicated bicycle facilities cannot be provided. Use of shared lane markings on streets with traffic volumes below 2,000 cars per day is appropriate for an 8-80 street.

DESIGN CONSIDERATIONS

- ▶ Shared lane markings are two chevron symbols positioned above a bicycle symbol. The chevrons should guide bicyclists out of the door zone and be positioned to point bicyclists in the direction of travel.
- ▶ When used on low volume streets, sharrows typically are provided as wayfinding, and should be supported with wayfinding signage indicating travel times, destinations, and key route decision points.

MORE INFORMATION

- ▶ NACTO: Urban Bikeway Design Guide, 2nd Edition, 2014: Bikeway Signing and Marking: Shared Lane Markings
- ▶ AASHTO: Guide for the Development of Bicycle Facilities, 2012: Section 4.4, Marked Shared Lanes
- ▶ MUTCD, 2009: Section 9C.07, Shared Lane Marking

CLASS IV BIKEWAYS

Class IV facilities – also known as protected bike lanes, separated bike lanes or cycle tracks – are on-street bicycle facilities with physical separation between the bikeway and the roadway, often by a curb, parked vehicles, planted median or flexible posts. Protected bike lanes reduce the risk of bicycle/ vehicle conflicts and have been shown to correlate positively with increased bicycling activity.

DESIGN CONSIDERATIONS

- ▶ Protected bicycle lanes require careful design at intersections to minimize conflicts with turning vehicles and to improve legibility, visibility, and predictability for all travelers. Use colors, yield lines, and “Yield to Bikes” signage to make it clear that the protected bicycle lane has priority over crossing traffic.
- ▶ Points of conflict should be clearly marked for both the cyclist and motorist. Bicycle through movements and motor vehicle turning movements should generally be in separate phases at intersections.

MORE INFORMATION

- ▶ FHWA: Separated Bike Lane Planning and Design Guide, Chapter 5: Menu of Design Recommendations
- ▶ NACTO: Urban Bikeway Design Guide, Second Edition, 2014
- ▶ Massachusetts DOT: Separated Bike Lane Planning and Design Guide, 2015

BIKE BOULEVARDS

Bike boulevards are streets with low motorized traffic volumes and speeds, designed to give priority to through-bicycle travel and minimize through-vehicle traffic. These streets feature design elements such as signs and pavement markings, bulb-outs, chicanes, mini roundabouts, and diverters to manage vehicle volumes, “calm” traffic, and limit cut-through vehicle traffic. Bicycle boulevards can form the backbone of the community bicycle network and are often a lower-cost design treatment than many other bikeways described above.

DESIGN CONSIDERATIONS

- ▶ Bicycle boulevards may employ a range of speed and traffic calming treatments such as neckdowns, chicanes, speed humps or tables, diverters, and other such devices. These treatments reduce vehicle volumes and slow vehicle speeds to levels comparable with bicycle traffic in order to make the shared roadway environment more comfortable for people bicycling.
- ▶ Bicycle boulevard corridors may take circuitous routes to connect suitable low-stress neighborhood street segments, so clear signage and/or directional pavement markings oriented toward the bicyclist is required. Routes should run parallel and near to arterial streets to allow easy access to destinations along major corridors. Bike boulevards work best in a gridded and well-connected street network.
- ▶ Apply appropriate crossing and diversion treatments at major intersections. Bike boulevards are typically neighborhood residential streets, and the crossing of arterials and collectors may be unsignalized. Appropriate treatments to ease crossings of larger streets may include rapid flash beacons, pedestrian hybrid beacons, dashed conflict markings, curb extensions, and median refuge islands. Consider removing or flipping stop signs along the corridor to prioritize through bicycle traffic and create stop controls for cross traffic.

MORE INFORMATION

- ▶ NACTO: Urban Bikeway Design Guide, Second Edition, 2014.
- ▶ FHWA: Small Town and Rural Multimodal Networks, Chapter 2: Mixed Traffic Facilities.

INTERSECTIONS AND CROSSINGS

COMPACT INTERSECTIONS

Compact intersections are preferred for establishing a multimodal environment. A compact intersection has a small roadway footprint, fosters eye contact, reduces crossing distances, and reduces speeds. Where compactness is not achievable due to geometry, number of streets, turning requirements, etc., it might be feasible to break up intersections into “mini-intersections” using small roundabouts.

Techniques to create compact intersections include:

- ▶ Designing for the largest vehicle that regularly executes the subject movement – FHWA recommends that practitioners use the smallest practical design vehicle²¹
- ▶ Calculating turning radius using effective rather than actual radius
- ▶ Setting back stop lines to allow wider turns from approaching legs
- ▶ Adding pedestrian refuge islands
- ▶ Constructing curb extensions where on-street parking is present or in cases where a turn lane is discontinued across an intersection

Approaches to creating compact intersections can be thought of as moving curbs closer together, adding raised areas within the intersection, or a combination.

CORNER DESIGN

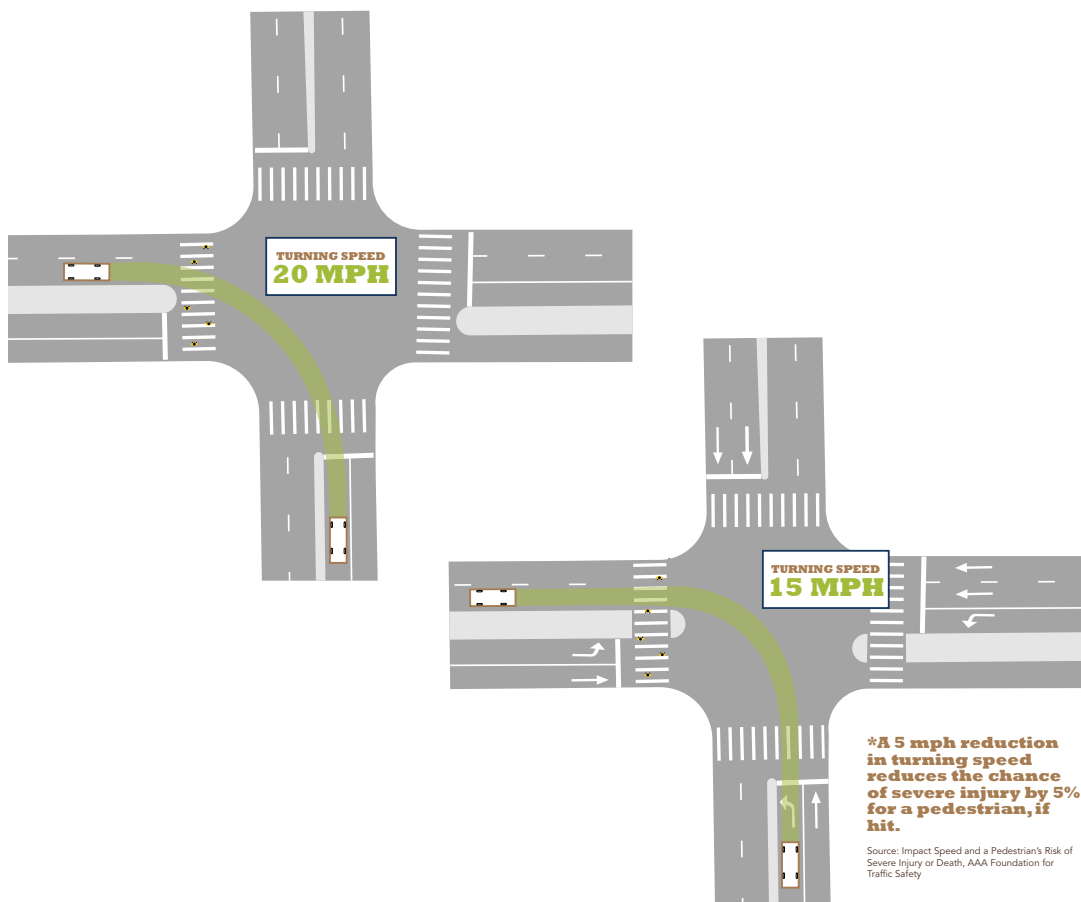
Design of intersection corners is critical to implementation of Complete Streets. It directly impacts turning speeds, sight lines, and the placement and length of crosswalks. Corner design includes the radius of the curb, whether or not curb extensions are used, the distance from the corner at which on-street parking may begin, and any other physical element that impacts the operation of the intersection.

It is recommended that the specified corner geometry elements should be based on both the functional emphasis of the intersecting streets and their surrounding development context. This will ensure that the intersection is built as compact as possible, while still serving the appropriate users and context.

²¹ Federal Highway Administration. “Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts.” 2016.

CURB RADIUS

The curb radius refers to the arc of the built curb at the corner of an intersection, which determines the effective turning radius of a vehicle. The turning radius refers to the path of a vehicle's wheels as it turns the corner. Reducing the corner radius effectively reduces a vehicle's turning radius, and restricts turning speeds. A smaller curb radius also reduces the width of the intersection, reducing the length of the pedestrian crossings, and ensuring higher pedestrian visibility by placing pedestrians further into the line of sight for motorists. It is important to note that streets with high volumes of truck, transit, or emergency vehicles may require larger curb radii.



LEADING PEDESTRIAN INTERVAL

A leading pedestrian interval (LPI) is a brief period at the beginning of a signal phase that permits pedestrians to enter the crosswalk before any other traffic is permitted to advance, increasing their visibility to motorists and reducing the risk of injuries and crashes during turning movements. LPIs are appropriate for use on any street type; however, they are typically used at intersections with significant pedestrian volumes and high volumes of conflicting turning vehicles, such as commercial areas and areas of high student concentrations. Many cities limit use of LPIs to cross low volume streets, as use on higher volume streets may introduce undesirable delay. LPIs may also be used on streets approaching higher volume streets to improve the visibility of pedestrians crossing parallel to high volume, higher speed streets.

DESIGN CONSIDERATIONS

- ▶ LPIs require the concurrent use of pedestrian signals, and may not be used with leading left turns.
- ▶ LPIs should be a minimum of three seconds in duration, but more commonly provide five or more seconds to permit pedestrians to cross at least one lane of vehicle traffic.
- ▶ LPIs should be accompanied by audible and/or vibrotactile signals for visually impaired pedestrians.
- ▶ Combining LPIs with curb extensions further increase pedestrian visibility and safety. Bicycles may also benefit from LPIs and can use the signal to clear an intersection and facilitate vehicle turns.

RECTANGULAR RAPID FLASHING BEACON

Rectangular Rapid Flashing Beacons (RRFBs) are devices using LED flashing beacons in combination with pedestrian and bicycle warning signs to provide a high-visibility strobe-like warning to drivers when pedestrians and bicyclists use a crosswalk. RRFBs can be used when a signal is not warranted at an unsignalized crossing. They are not appropriate at intersections with signals or "STOP" signs.

DESIGN CONSIDERATIONS

- ▶ RRFBs should be placed curbside below the pedestrian crossing sign and above the arrow indication pointing at the crossing at both sides of the roadway.
- ▶ RRFBs should be used in conjunction with advance yield pavement lines and pedestrian crossing signs.
- ▶ If there is a pedestrian refuge or other type of median, an additional beacon should be installed in the median.
- ▶ A push button is used to activate the beacon, or another activation method used by the person to signal the intent to cross. The push button and other components of the crosswalk must meet all other accessibility requirements.
- ▶ RRFBs should be limited to locations with critical safety concerns and high volume pedestrian crossings, but may also be considered for priority bicycle route crossings and at locations with high volume pedestrian destinations on either side of a street without a nearby controlled crossing.

MORE INFORMATION

- ▶ AASHTO: Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004
- ▶ NACTO: Urban Street Design Guide, 2013

CROSSING LOCATIONS

Street crossings are often the most challenging element of pedestrian design. Typical challenges include:

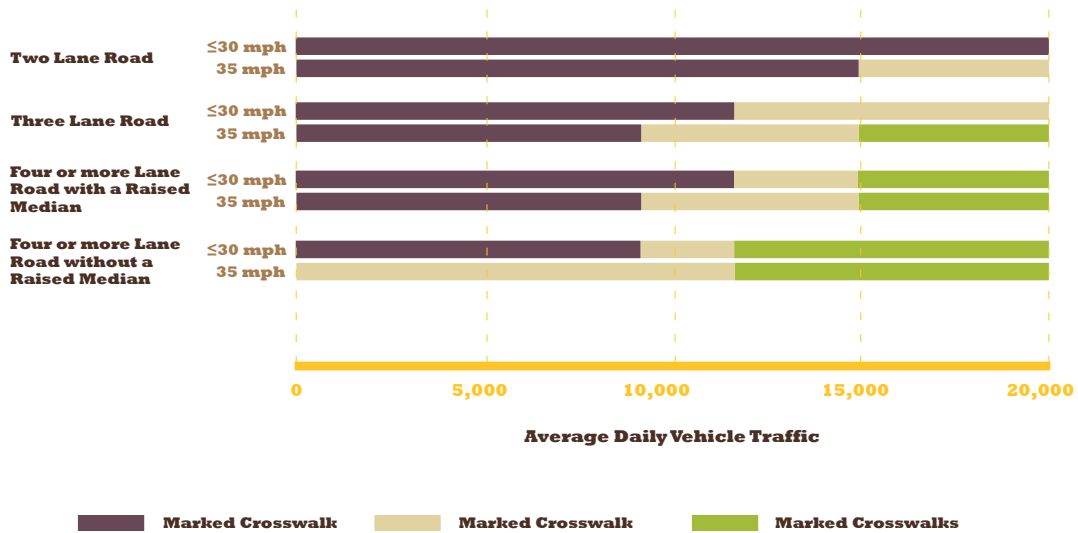
- ▶ Existing crosswalks are located ¼ mile apart or further, often times located only at signalized intersections.
- ▶ No marked crossings at trip generators like bus stops and shopping centers.
- ▶ Resistance to adding marked crosswalks due to concerns of installation cost, liability, and maintenance.
- ▶ Resistance to adding traffic-controlled crosswalks due to concerns over meeting MUTCD warrants.

A pedestrian crossing is the path along which a pedestrian wishes to (or does) travel. This concept is related to pedestrian networks and desire lines. A crosswalk is defined as the extension of the sidewalk across an intersection (whether marked or not). Ideally, crosswalks are matched to crossing locations to provide the most convenient, direct, and comfortable walking environment. Crosswalks can take many forms:

- ▶ Unmarked crosswalks are legal crosswalks without any traffic control markings
- ▶ Marked crosswalks are legal crosswalks with markings
- ▶ Uncontrolled crosswalks are legal crosswalks without stop signs, signals, or other traffic controls
- ▶ Controlled crosswalks are legal crosswalks with traffic control

Treatments may vary but must be determined by considering vehicle speed, volume, and roadway configurations. Narrower streets with low volume may not need any formal crosswalks; unmarked, uncontrolled crosswalks may feel safe for all users. Wider, high speed, and high-volume roads may require more involved treatments to minimize conflicts between pedestrians and vehicles. These treatments may include medians, overhead signs, improved lighting, and traffic control devices. MUTCD guidance for low-speed streets (35 mph and under) follow FHWA's "Safety Effects of Marked versus Unmarked Crosswalks" for the treatment of marked, uncontrolled crosswalks.

GUIDELINES FOR CROSSWALK INSTALLATION AT UNCONTROLLED LOCATIONS ON STREETS WITH SPEED LIMIT OF 35MPH OR BELOW



MARKED CROSSWALK

A marked crosswalk is any portion of a roadway at an intersection or elsewhere that is distinctly indicated for pedestrian crossing by lines or other markings on the surface. Marked crosswalks are critical components that facilitate a connected and continuous pedestrian network. Marked crosswalks may occur at either intersections or at mid-block locations between intersections. While pedestrians are legally permitted to cross at the intersection of two or more streets, whether the crossings are marked or unmarked, marked crosswalks should be provided at all significant pedestrian crossing locations. Also consider installing marked crosswalks near schools, parks, and community facilities, depending on adjacent street type and expected or observed pedestrian demand.

DESIGN CONSIDERATIONS

- ▶ At intersections with marked crosswalks, crosswalks should be provided across all legs.
- ▶ Pedestrians should not be forced into out-of-direction travel due to missing crosswalks.
- ▶ Marked and unmarked crossings should be adequately lit to provide safety and visibility for both pedestrians and motorists. Crossing distance should be as short as possible to minimize exposure and risk.
- ▶ Continuous crossings in excess of 44 feet in length should be avoided. For crossings greater than 44 feet, consider using pedestrian refuge islands.

MORE INFORMATION

- ▶ AASHTO: Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004
- ▶ NACTO: Urban Street Design Guide, 2013

MEDIAN REFUGE ISLAND

While pedestrians will always find it more convenient to cross the street in one stage, median refuge islands are a tool to improve pedestrian safety in areas where automobile movement has been prioritized. Refuge islands are raised sections within the roadway that provide a safe landing zone for people walking and bicycling to use while crossing a street with multiple travel lanes. Median pedestrian and bicycle refuge islands make roadway crossings easier and safer by 1) limiting exposure to through moving vehicles; 2) enabling crossings to commence when there are gaps in traffic from one direction at a time; and 3) providing a safe stopping place in the middle of the roadway for pedestrians who are not able to make the complete street crossing during a pedestrian signal phase. They may be used at signalized and unsignalized intersections or mid-block.

DESIGN CONSIDERATIONS

- ▶ Pedestrian refuge islands are most often used on multi-lane roadways where a pedestrian must cross 44 feet or more of continuous roadway or where they are necessary to provide a safe crossing.
- ▶ Pedestrian refuge islands may be used as a traffic calming or traffic channelization device, often in concert with mini roundabouts or acute angle right turns.

MORE INFORMATION

- ▶ AASHTO: Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004
- ▶ Federal Highway Administration: Small Town and Rural Multimodal Networks, Chapter 2: Mixed Traffic Facilities
- ▶ NACTO: Urban Street Design Guide, 2013

CURB EXTENSIONS

A curb extension is a section of sidewalk or landscaped area extending into the roadway at an intersection or mid-block crossing that physically narrows the roadway. They are used to create safer, shorter crossings for pedestrians; slow traffic speeds; and/or increase pedestrian zone space for street furniture, benches, landscaping, and street trees. Regardless of street type, curb extensions may only be used where a curb lane is present and used for parking or loading, not travel. Curb extensions are particularly beneficial in commercial frontage contexts where pedestrian volumes are high, where traffic calming is desired, and on very wide streets.

DESIGN CONSIDERATIONS

- ▶ Curb extensions should not narrow any bike or general traffic lanes to an unsafe width.
- ▶ Extensions should preserve one to two feet of shy distance between the curb face and the first travel lane or bicycle lane.
- ▶ When applied to streets with on-street parking, they are typically six to seven feet wide; alternatively, extensions can shadow the length of the parking stall, if parking is on the diagonal.
- ▶ Corner or mid-block extensions with crosswalks should be at least as wide as the crosswalk, and ideally extend to the stop bar. The curve of the extension must fit outside of any crosswalks.
- ▶ Extensions are intended to narrow pedestrian crossing distance and slow traffic speeds. To accomplish this, maintain tight turning radii no greater than 20 feet. The effective turning radius may be wider.

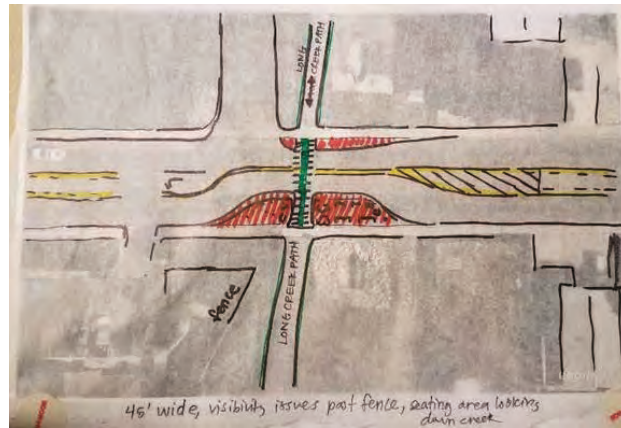
MORE INFORMATION

- ▶ AASHTO: Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004
- ▶ NACTO: Urban Street Design Guide, 2013

MIDBLOCK TRAIL CROSSINGS

If roadway or trail traffic conditions do not warrant a grade-separated crossing of the roadway, a number of considerations apply to the design of trail crossings at mid-block locations. In general, the same principles that apply to design of pedestrian crossing facilities also apply to bikeway crossings. Midblock trail crossings should intersect the roadway as close to a right angle as practical to improve sightlines for all trail and roadway users. Stop or yield signs should be considered for trail users as needed at approaches to roadway crossings.

The most basic shared use path crossing involves a marked high visibility crosswalk with signs and other markings to slow or stop traffic. This may be an appropriate crossing treatment for trail crossings of local streets. Across roadways with higher speeds, higher traffic volumes, or three or more travel lanes, median islands or pedestrian hybrid beacons can be used to simplify the crossing.



Midblock trail crossing improvements were sketched out with the community as part of Spring 2019 workshops, such as this location at Long Creek Path and 12th Street

MORE INFORMATION

- ▶ FHWA: Small Town and Rural Multimodal Networks, Chapter 4: Physically Separated Facilities
- ▶ AASHTO: Guide for the Development of Bicycle Facilities, 2012: 5.3 Shared Use Path-Roadway Intersection Design

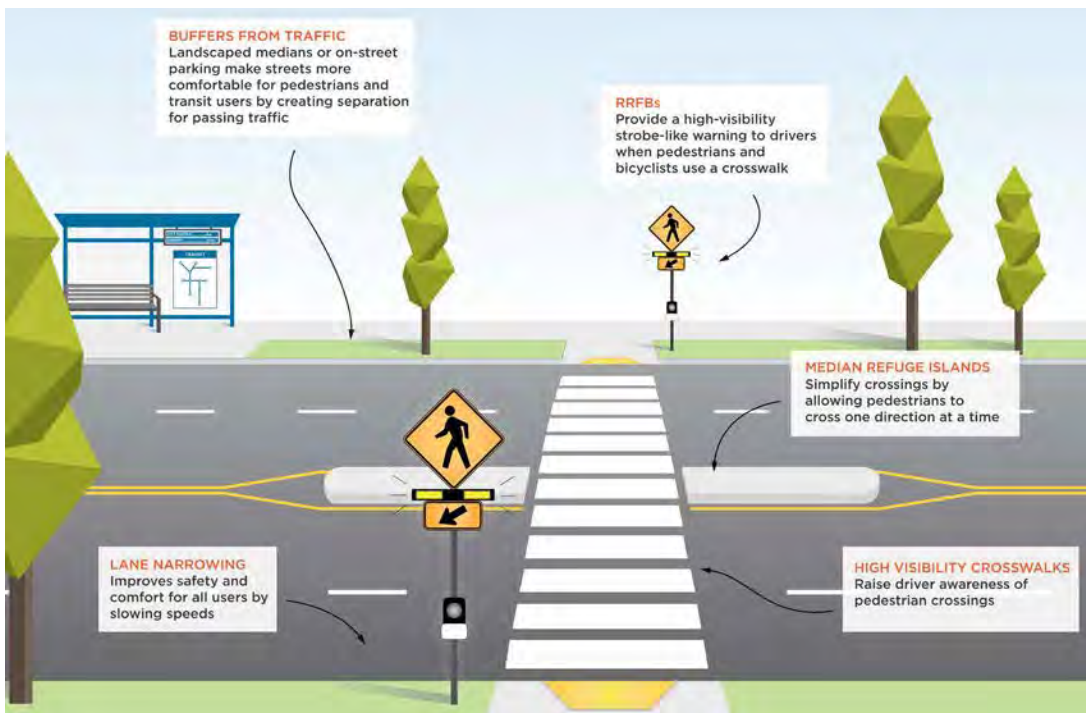
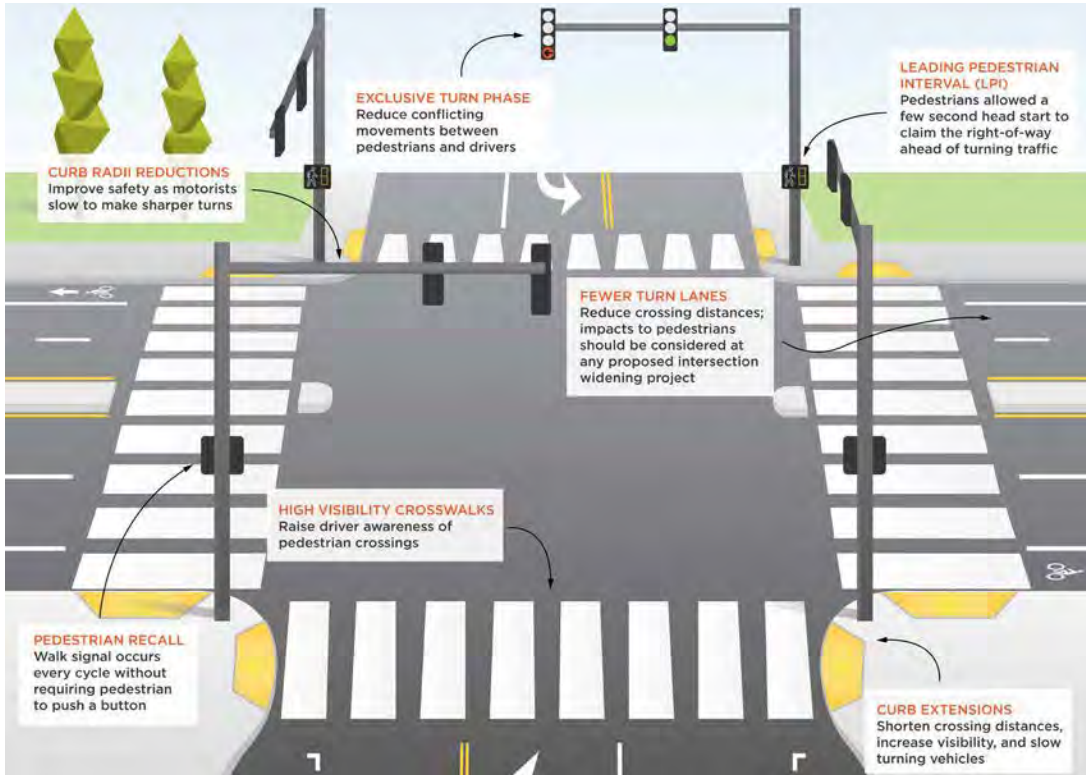
ADA COMPLIANCE

Cities are legally bound to meet certain standards to be ADA compliant. Title II of the ADA requires public entities to ensure that all their programs, activities, and services—including their public rights-of-way—are accessible to and useable by individuals with disabilities. These standards apply to all new construction and retrofits of existing facilities to ensure equal access. Any non-compliant sidewalks or curb ramps must be upgraded to meet current standards whenever any alterations, such as road surfacing, are carried out. Key requirements include:

- ▶ Curb ramps located wherever a sidewalk crosses a curb, whether they are at intersections (marked or unmarked) or midblock locations.
- ▶ Curb ramps designed with specific dimension and slope as identified in the 2010 ADA Standards for Accessible Design. Ramps must have a slope of less than 1:12 and must be at least 3 feet wide.
- ▶ Locations for crossing the street should be legible for those with visual disabilities using detection features such as truncated domes, contrasting color, and crossing edges.
- ▶ Curb ramps should be located so that they do not project into vehicular traffic lanes, parking spaces, or parking access aisles. Curb ramps at marked crossings should be wholly contained within the markings, excluding any flared sides.
- ▶ Raised median islands in crossings should be cut through level with the street or have curb ramps at both sides.

MORE INFORMATION

- ▶ ADA: 2010 Standards for Accessible Design
- ▶ Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way. Published in the Federal Register on July 26, 2011





SECTION TEN:

MEASURING SUCCESS

Performance measures are used to indicate how well the transportation system is meeting agency goals and the community's expectations. They are useful in monitoring the achievement of specific regional access and mobility goals, such as accessibility to key regional population, employment, cultural, and recreational centers, the mobility of disadvantaged populations, air quality, and economic health.

Defining and establishing measurable outcomes is key to guiding the decision-making process, and it can significantly affect the types of projects approved by decisionmakers. Additionally, performance results inform agencies whether the types of projects being implemented are in fact helping them achieve their goals. Performance measures can also demonstrate whether the transportation system is faring better or worse over a period of time. The importance of performance-based measures and targets for the MPO's management of a transportation system is highlighted in federal legislation by MAP-21 and the FAST Act.

A performance-based planning and programming (PBPP) approach is intended to improve project and program delivery, inform decision-making, keep staff focused on priorities, and provide greater transparency to the public. Decisions are evidence-based and backed by data so that transportation investments remain realistic and achievable.



PERFORMANCE FRAMEWORK

The following performance framework will allow the Casper MPO to monitor progress towards meeting the goals of Connecting Crossroads and federal requirements. Progress should be monitored on an annual basis and trend in the trajectory of the arrows in the metrics shown below.

GOAL 1

INCREASE TRANSPORTATION OPTIONS FOR ALL MODES

MEASURE	METRIC	TARGET TRAJECTORY
Increase the number of available mobility options	Percent of people who take transit, walk, bike, and share rides for all types of trips	↑
	Mileage of new on- and off-street bicycle facilities and sidewalks	↑
Enhance reliability of the transportation system ¹	Person hours of delay	↓
Provide new connections to existing street network	Link-to-node ratio (number of street segments relative to the number of intersections)	↑
Improve ADA accessibility	Percentage of projects incorporating ADA-complaint features	↑

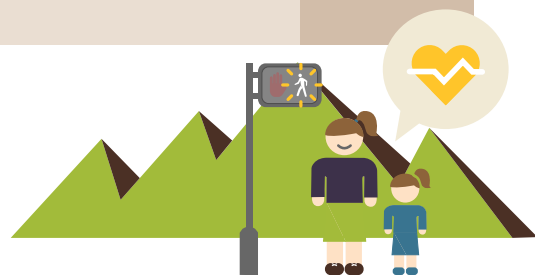
¹As Wyoming does not experience severe issues with congestion, WYDOT is not required to report to the national performance metric for congestion mitigation. As the Casper Area MPO is under 1 million people, it is not required to assess and report Peak Hour Excessive Delay (PHED)



**GOAL
2**

IMPROVE SAFETY AND HEALTH FOR ALL RESIDENTS

MEASURE	METRIC	TARGET TRAJECTORY
Eliminate traffic-related fatalities and reduce serious injuries from traffic collisions	Percentage of crashes resulting in fatal or serious injuries	↓
	Number of projects at high collision locations intended to reduce crashes	↑
Increase physical activity by making walking and biking preferred modes of travel	Key corridor and project bicycle and pedestrian volumes (pre-/post-project)	↑
	Level of traffic stress (pre-/post-project)	↓
Expand the active transportation network density	Total and annual lane miles of bicycle facilities constructed	↑
	Total and annual miles of sidewalks constructed	↑
Improve access to healthy food sources	Number of projects within one mile of a healthy food source	↑



**GOAL
3**

ENHANCES THE REGION'S DISTINCT CHARACTER

MEASURE	METRIC	TARGET TRAJECTORY
Consistency with community plans	Percentage of projects maintaining consistency with previous community plans	↑
Reduce transportation-related air emissions ²	Total greenhouse gas emissions from ground transportation	↓
Protect or enhance cultural resources	Number of projects that improve or enhance cultural or environmental resources	↑

**GOAL
4**

SUPPORT THE REGION'S DIVERSIFYING ECONOMY

MEASURE	METRIC	TARGET TRAJECTORY
Bring existing infrastructure into a state of good repair ³	Percent of National Highway System (NHS) lane miles of pavement in good condition	↑
	Percent of NHS bridges in good condition	↑
Bring existing transit assets into a state of good repair	Percent of transit assets in a state of good repair	↑
Improve freight movement ⁴	Freight corridor travel speeds	↑
	Annual hours of truck delay on Interstates	↓

GOAL 5

PROMOTE AFFORDABLE AND EASY MOBILITY SOLUTIONS

MEASURE	METRIC	TARGET TRAJECTORY
Improve mobility outcomes for vulnerable populations	Average household housing and transportation costs	↓
	The Bus/CATC on-time performance	↑
Improve transit performance	Passengers per hour on The Bus/CATC	↑
	Overall rate of denied CATC trips	↓

² Natrona County is not recognized by the EPA as a non-attainment area, meaning that the Casper Area has air quality at or above national standards. WYDOT's Congestion Mitigation and Air Quality (CMAQ) performance measure target based on Emissions Reductions (kg/day) is set at zero.

³ For details on WYDOT bridge and pavement performance targets refer to the Transportation Asset Management Plan (TAMP) http://www.dot.state.wy.us/files/live/sites/wydot/files/shared/Planning/Transportation-Plans/TAMP_WYDOT%20SubmissionPublic_Final_2.pdf

⁴ The national performance measure for freight movement uses a measure of Truck Time Travel Reliability (TTTR). The TTTR Index is a ratio of the 95th percentile truck travel time to the 50th percentile, which constitutes the time delay. In Wyoming, most truck delay is due to winter weather and construction, not congestion. WYDOT has set its TTTR Index performance target at 1.25.





**CONNECTING
CROSSROADS**
LONG RANGE TRANSPORTATION PLAN



CONNECTING CROSSROADS

LONG-RANGE TRANSPORTATION PLAN UPDATE



APPENDIX



CASPER AREA
METROPOLITAN PLANNING ORGANIZATION
Casper • Mills • Evanston • Bear River • Natrona County

MEETINGS AND EVENTS SCHEDULE

LIST OF MEETINGS AND OUTREACH EVENTS

When	What	Where	Target Audience
9/5/2018	Technical Committee Kickoff	Mills Town Hall	Committee
9/5/2018	Meeting with CAEDA	CAEDA Offices	Internal
9/5/2018	Citizens Committee Kickoff	Casper City Hall	Committee
9/6/2018	Policy Committee Kickoff	Evansville Community Center	Committee
9/6/2018	Meet with Dave Hough, PRTT	Casper Area Trails	Internal
12/5/2018	Growth Modeling Session	Casper City Hall	Internal
12/5/2018	Combined Committees Meeting	Casper City Hall	Committee
12/5/2018	CATC Transit	Casper City Hall	Internal
12/5/2018	Mills Town Council	Mills Town Hall	Internal
12/6/2018	Developers Forum	Casper City Hall	Internal
12/6/2018	Meeting with Angela Emery	River Trails Trust	Internal
12/6/2018	Pop-up Event	Art 321	External
12/6/2018	Pop-up Event	The Atrium	External
12/7/2018	Infrastructure Sub-committee	Casper City Hall	Internal
12/7/2018	Public Health	Wyoming Medical Center	Internal
12/7/2018	Wyoming Department of Transportation	WYDOT District Office	Internal
3/12/2019	Complete Streets Visioning	Casper College	External
3/12/2019	Technical Committee	Casper College	Internal
3/12/2019	Complete Streets/Safety Site Visits	Various locations	External
3/12/2019	Transit Visioning	Casper College	Internal
3/13/2019	Growth/Development Visioning	Casper City Hall	Internal
3/13/2019	Safety & Congestion Visioning	Casper College	Internal
3/14/2019	Developers' Forum	Casper City Hall	Internal
3/14/2019	Policy Committee	Casper College	Internal
3/14/2019	Charrette Closing Presentation	Casper College	External
3/12/2019- 3/14/2019	Open House	Casper College	External
7/23/2019	Technical Committee Meeting	Casper City Hall	Committee
7/23/2019	City Council Meeting	Casper City Hall	External
7/23/2019	Summer Market Pop-Up	David Street Station	External
7/24/2019	Policy Committee Meeting	Casper City Hall	Committee
7/24/2019	Citizen Committee Meeting	Casper City Hall	Committee
7/24/2019	Mills Town Council	Mills Police Department	Internal

PLAN REVIEW

Previous Plan Review

The LRTP incorporates and builds upon the concepts and recommendations from previous planning efforts. The plans, studies, and projects related to the development and implementation of the LRTP are summarized below.

Casper Area Long Range Transportation Plan, 2014

The previous Long Range Transportation Plan, Connecting Casper 2040, was published in 2014 as a comprehensive planning document for the movement of goods and people within the Casper MPO region to the horizon year of 2040. The plan conceptualizes the future transportation system for roadways, active transportation (bicycles and pedestrians), transit, freight, and aviation. Goals for the plan are as follows:

Goal 1: Safe and Efficient Transportation: Develop a safe and efficient transportation system that provides for the movement of persons and goods within and through the Casper Metropolitan Planning Area.

Goal 2: Meet Demands Cost Effectively: Develop plans that meet present and future travel demand and maintain a cost-effective transportation system in the Casper Metropolitan Planning Area.

Goal 3: Promote Alternative Travel Modes: Coordinate long range planning recommendations with efforts to promote alternative travel modes (ride-sharing, walking, public transit, rail, bicycles, air, etc.).

Goal 4: Coordinate Land Use and Transportation: Develop a transportation system which encourages coordination with land use planning.

Goal 5: Invest in Transportation to Promote Growth and Diversification: Support the development of transportation systems by all levels of the government and private sector to promote community and regional economic growth and diversification.

Specific recommendations to address transportation deficiencies identified in the planning process include the following:

- **Roadways:** The recommended roadway plan includes committed projects identified in the Casper MPO Fiscal Year 2014 to Fiscal Year 2017 Transportation Improvement Program (TIP) and the WYDOT FY 2014 – 2017 State TIP. Additional projects, or future projects beyond 2017, were also identified to address future year transportation needs throughout the Casper Area.
- **Roadway Safety:** In order to improve roadway safety, the Casper MPO should consider performing an in-depth crash rate analysis to identify roadway segments with crash rates above state or national averages for VMT per roadway type. The MPO should take action to improve the intersections prioritized in the 2007 High Hazard Intersection Study. In

addition, the MPO should consider the ability of emergency response to reach distressed persons.

- **Pedestrian Safety:** Since nearly half of all pedestrian accidents occurred at or involved intersections it is important to evaluate the presence of street crossings or difficult street crossings in the Casper area that could adversely affect pedestrian activity. Intersections where pedestrian crashes occurred can be assessed to understand contributing factors, such as:
 - Missing crosswalk signals, or insufficient time to cross the street
 - Long crossing distances on wide streets with multiple lanes
 - Uneven curbs or missing curb ramps
 - Ineffective or missing pavement markings
 - Heavy turning volume (especially heavy right-turn movements that can occur on red lights)
 - Discontinuous walking route through intersection (curb cuts that occur at different locations within an intersection)
- **Bicycle Safety:** It is recommended that the following strategies identified in the CATPBP be implemented in order to promote safe conditions for bicyclists:
 - Improve walking and biking infrastructure for safety and comfort.
 - Educate the population about how to be safe while walking and biking.
 - Review the City’s signal timing policy and revise as necessary to accommodate bicyclists at all intersections located on the bicycle network.
 - Develop a protocol for assessing concerns from bicyclists regarding detection or additional time to cross at other locations.
 - Make infrastructure safety improvements near schools.
 - Educate students on the rules of the road and safe walking and biking practices.
 - Promote Safety through additional Local Ordinances such as helmet requirements, establishing a minimum passing distance between motor vehicles and bicycles (i.e. a “3-foot law”), opening a vehicle door in front of (“dooring”) a cyclist, and driving or parking in bicycle lanes.
 - Educate police officers on the laws pertaining to bicyclists and bicycle facilities.
 - Continue to collect data and analyze bicycle and pedestrian crashes.
- **Transit:** Transit recommendations are provided under an increased funding scenario and a fiscally constrained scenario. Conceptual adjustments include:
 - Saturday service on The Bus
 - Extend weekday service hours on The Bus
 - Reduce/eliminate Saturday/Sunday service on CATC
 - Sunday taxi voucher program
 - Obtain ADA certification for CATC
 - Discontinue route deviation on The Bus
- **Freight:** Through the plan review, existing conditions analysis, and dialogue with the WTA, the following freight needs were identified:
 - Provide adequate connections to major freight corridors including 80 and I-25.

- Implement Wyoming Quiet Zone Study recommendations: new medians at four rail crossing locations: Curtis Street, Evans Street, Mystery Bridge Road, and Wyoming Boulevard, and Wayside horn at Western Avenue.
- Grade-separate one existing, at-grade crossing in Evansville.
- Determine the need to accommodate trucks during interstate closures.
- Consider truck access needs during development plan review.
- Develop a comprehensive truck parking plan to accommodate trucks during roadway closures.
- Develop a western connection from Bar Nunn and Casper to the airport
- Aviation: Relevant recommendations as identified in the Casper/Natrona Airport Master Plan are as follows:
 - Implement Strategic Business Plan and Air Cargo Study to capture potential business for the Airport.
 - Continue to be involved in air service development and recruitment to provide new and expanded air service

Casper Wyoming Safe Routes to School (2011)

The Casper Wyoming Safe Routes to School report was prepared by the Walkable and Livable Communities (WALC) Institute for the City of Casper in March 2011. The WALC Institute team, the Casper area MPO, and local partner organizations conducted assessments, workshops and audits surrounding eight schools within the district which allowed participants to identify major barriers to walking and biking in these areas. Key issues affecting safe routes to school in the Casper area are as follows:

- Policy - policies relating to schools are missing from the Casper Area Comprehensive Plan
- Schools of Choice – due to the Schools of Choice program children don't necessarily attend the school within their neighborhood so there is a larger need for busing or driving
- Vehicle Speed – vehicles traveling too fast through school zones was an issue at all schools studied
- Weather – high winds and cold weather deter active transportation in winter months. Also, snow plowing often creates banks of snow in areas near schools where students would otherwise walk
- Darkness – sunrise is often late during the fall and early winter seasons meaning children are often traveling to school in the dark
- Wide Roads and Wide Intersections – roads and intersections that are too wide discourage active transportation
- Sidewalks – in too many areas, sidewalks have gaps, are not connected, are too narrow, and are built against the curb with no buffer from the street. Vehicles parked in driveways and along streets often block sidewalks
- School Siting – schools outside the urban core have limited access points and newer schools are not being located within neighborhoods, causing challenges to walking and biking as viable modes of travel to school

- Perception of Safety – parents and principals voiced concerns that traffic congestion near schools and on school grounds created conditions that are not safe for children to walk or bike through; additionally, “stranger danger” is an issue that should be addressed

Casper Area Trails, Path and Bikeway Plan, 2013

The Casper Area Trails, Path and Bikeway Plan provides a regional vision for a comprehensive and connected bicycle and pedestrian network. The primary goal of the plan is to increase the number of people walking and bicycling in the Casper Area. An extensive public and stakeholder engagement process helped identify the objectives and recommendations below. The study objectives include:

- Make it safe for people of all ages and abilities to walk and bike
- Make it convenient to walk and bike by developing a connected network and removing barriers.
- Foster the development of a culture where walking and bicycling are accepted and viable travel mode choices.

The plan identifies deficiencies in the current bicycle and pedestrian infrastructure as well as the current state of policies and programs that support walking and biking. These gaps in the network and insufficient policies and programs were used to make recommendations to increase biking and walking in the Casper Area.

Wyoming Boulevard Sidepath Study and Conceptual Design Casper, WY (2013)

The Wyoming Boulevard Sidepath Study includes a feasibility assessment and conceptual design of the three proposed sidepath options along Wyoming which will travel from CY Avenue (West Casper) to Yellowstone Highway (East Casper) for a total of eight miles. Each sidepath option was evaluated using the following categories. Evaluation results are presented in the table below.

- Topographical and Space Constraints – Considers the number of locations where the sidepath would need to use minimal widths or be attached to the roadway to avoid a space constraint.
- Weather and Prevailing Winds – The prevailing winds found along the corridor make a sidepath located on the north side more desirable
- Connection to future on- and off-street trail network – Generally the majority of existing and future trail connections will be provided on the north side of the Wyoming Boulevard
- Constructability – Considers the amount of drainage, utility, environmental impacts that would need to be mitigated
- Capital Funding Requirements – Generally lower capital cost is preferable
- Right-of-Way Impacts – Considers the number of potential right-of-way impacts and the associated cost.

Appendix
Casper Area MPO

Sidepath Evaluation Results			
	Option 1	Option 2	Option 3
Topographical and Space Constraints	Low (Less Desirable)	Medium	Medium
Weather and Prevailing Winds	High (Most Desirable)	Low (Less Desirable)	Medium
Connection to Future On- and Off- Street Trail Network	Medium	Low (Less Desirable)	High (Most Desirable)
Constructability	Medium	High (Most Desirable)	Medium
Capital Funding Requirements	Medium	Medium	Low (Less Desirable)
Right-of-Way Impacts	Medium	Low (Less Desirable)	Low (Less Desirable)

Casper Public Participation Plan, 2014

The Casper Public Participation Plan is an adopted document of the Casper MPO with the intent to involve the public early on in the transportation planning process and include public involvement opportunities beyond formal hearings. The plan was established to help explain and describe how the public can be involved in the transportation planning process. Public participation guidelines established by the plan for the MPO to follow are as follows:

1. Provide timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agencies, private providers of transportation, other interested parties, and segments of the community affected by transportation plans, programs, and projects (including but not limited to local jurisdiction concerns).
2. Provide reasonable public access to technical and policy information used in the development of the Long Range Transportation Plan, the Metropolitan Transportation Improvement Program, and other appropriate transportation plans and projects, and conduct open public meetings where matters related to transportation programs are being considered.
3. Give adequate public notice of public participation activities and allow time for public review and comment at key decision points.
4. Respond in writing, when applicable, to public input. This is required when significant written and oral comments are received on draft plans as a result of the public participation process.
5. Solicit the needs of those under-served by existing transportation systems, including but not limited to (1) the transportation disadvantaged, (2) minorities, (3) seniors, (4) persons with disabilities, and (5) low income households. The MPO shall provide reasonable opportunities for the affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation facilities, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation planning process.

6. Provide a public comment period of 45 calendar days prior to the adoption of the Public Participation Plan and/or any amendments. Notice of the comment period will be advertised in a newspaper of general circulation and various other publications prior to the commencement of the 45 day comment period. Notice will also be mailed to the entire MPO mailing list prior to the start of the 45-day comment period.
7. Provide a public comment period of not less than 30 calendar days prior to the adoption of the Long Range Transportation Plan, the Metropolitan Transportation Improvement Program, the Unified Planning Work Program, Transit Development Plans, any formal amendments or updates, and other appropriate transportation plans and projects.
8. Coordinate the Public Participation Process with statewide Public Participation Processes wherever possible to enhance public consideration of the issues, plans and programs, and reduces redundancies and costs.

Wyoming Statewide Freight Plan (2015)

The Wyoming Statewide Freight Plan sets forth the existing and future roles of freight activity in Wyoming, freight trends and forecasts, freight network challenges and opportunities, proposed freight network improvements and investments, and the long-range freight network and investment program. Through this study, key issues were identified, and the following goals were set:

- Safety – Achieve a safe transportation network by decreasing the number and severity of crashes involving freight-related vehicles and decreasing the number and severity of crashes at rail crossings
- Economy – Encourage freight investments with positive economic benefits to the Wyoming economy, maintain an efficient multimodal freight network for Wyoming businesses across all key industries, and strengthen rural economies' farm-to-market, manufacturing and resource industry sector
- Mobility – Improve mobility and efficiencies of the freight network by identifying and mitigating impediments to the freight network for all modes, including truck, rail, air, and pipeline. This includes items such as adding truck climbing lanes, converting to rail systems that support 286k modern rail cars, and minimizing area with oversized and overweight restrictions, as well as improving multimodal connectivity and last-mile connections.
- Maintenance – Maintain the state of good repair of the freight system by reducing the number of deficient bridges on the freight network and maintaining the freight network pavement condition.
- Reduce and/or mitigate adverse environmental impacts of freight
- Promote redundancy and flexibility within the system to meet unanticipated events and aid in emergency response; reduce the frequency and duration of road closures

Wyoming Statewide Rail Plan (2015)

The Wyoming Statewide Rail Plan (SRP) is a comprehensive study of the state's freight-rail network meant to serve as a set of directions for future rail planning and project development over the next 20 years. Wyoming hosts a large volume of transcontinental rail traffic between the

Midwest, west coast, and east coast and is the largest originator of coal in the United States. As a result of input received from stakeholders and the public during the preparation of the Wyoming SRP the following recommendations were made:

- Establish a Rail Program, with the primary mission of helping the state's railroads, and particularly short-line railroads, secure federal funding for improvements.
- Continue to promote and enhance rail safety at crossings through public awareness, coordination with railroads, and infrastructure improvements.
- Provide advocacy for rail shippers, helping to mediate disputes between shippers and their serving railroads.
- Continue to work with neighboring States on freight- and passenger-rail initiatives that benefit the region.
- Support the study of new intercity rail initiatives that enhance mobility options for Wyoming.

Casper Area Transit Development Plan, 2015

The Casper Area Transit Development Plan (TDP) update studied how the community has changed and will likely change over five years, and how the transit system will need to change to provide quality service to a changing demographic and increasing number of passengers.

Recommendations of the plan for future study include the following:

- **Increase demand-response fares:** Increasing the fares could encourage able bodied riders to use the fixed-route service, increasing the capacity for disabled and low-income individuals on the demand-response system.
- **On-board tracking:** A GPS based on-board navigation system should be installed on the buses to assist the drivers with their routing and improve efficiencies.
- **Limited mobility transfer station:** To better serve those with limited mobility, it is recommended that a transfer station designed specifically for wheelchairs and scooters be considered. A platform constructed to the same height as the bus floors would allow ramps to be used to enable riders to move from bus to bus quickly and without assistance. Passengers could be picked up, brought to the station, and transfer to a bus that serves a specific destination or part of town.
- **Crosstown Express:** A crosstown express fixed route which would provide more rapid service to Downtown Casper and the major shopping locations in the community should be established. It could connect with the other routes at numerous locations to provide a versatile effective network.
- **Minimize Headways:** Steps should be taken to minimize the route times to the greatest extent possible. Stakeholders that participated in surveys and discussions favored short headways over fewer transfers between buses.
- **Maximize Connectivity:** Having more opportunities to transfer from one bus to another is viewed as an effective means to maximize the flexibility of the fixed-route system, rather than having most of the transfers take place at the Transit Plaza on an hourly basis. Coordinated transfers at locations like Casper College, Smith's Grocery, and Kmart can improve the service.

- Number of Stops and Placement - The fixed-route system has stops from 2 blocks to 3 mile apart with an average spacing of ½ mile. The number of stops should be increased significantly. The improvements at new stops can be limited to a sign to minimize costs. Stops that are used can be upgraded and those that are not can be abandoned.

Casper Signal Timing Study, 2016

The Casper Signal Timing Study establishes a signal coordination strategy to reduce travel times and automobile emissions with the Casper MPO study area. Recommendations of the study are as follows:

Signal Phasing Improvements

- Adopt the following Flashing Yellow Arrow (FYA) Implementation Strategy
- Consider implementing right-turn overlap at the following locations:
 - 2nd Street and Country Club Road – Northbound Approach
 - 2nd Street and Walsh Drive – Northbound Approach
 - 2nd Street and Wyoming Boulevard – Westbound and Southbound Approach
 - 2nd Street and Eastridge Mall/Walmart – Southbound Approach
 - Durbin Street and 15th Street – Northbound Approach
 - 12th Street and Walsh Drive – Southbound Approach
 - Blackmore Road and Landmark Drive – Southbound Approach

Signal Equipment Improvements

- Install the detection, whether mainline or side street, needed to discontinue late-night flash operations.
- Replace the outdated ASC8000 and ASC/2 signal controllers with ASC/3 controllers before field implementation.

Geometric Improvements

- 2nd Street and Beverly Street Northbound Approach: Weigh the cost of construction versus the operational benefits of constructing a right-turn lane.
- 2nd Street and Walsh Drive: Construct a southbound right-turn lane
- 12th Street and Country Club Road Southbound Approach: Convert the southbound approach to a left-turn and through/right-turn lane.
- Beverly Street and 15th Street: Widen eastbound right-turn lane from 3 feet to 12 feet.

Road Diets

- Consider implementing road diets along the following corridors:
 - Wolcott Street from 2nd Street to Campus Drive
 - 12th Street from McKinley Street to Country Club Road

Intersection Function

- Look for opportunities to provide access management improvements.

Senior Services Study Update, 2016

This study represents an update to the 2008 Boomer Study, with the goal of preparing the City of Casper for the aging of the baby boomer generation (born between 1946 and 1964) which is anticipated to place greater demands on existing senior citizen services including transportation. Recommendations related to transportation are as follows:

- **Faith-based Organization Involvement:** There may be an opportunity to expand faith-based organization transportation programs to include volunteer drivers who transport the aging population throughout the community. A discussion could be held with existing interfaith groups to determine their interest in helping with this program.
- **Transit Development Route Study:** The Metropolitan Planning Organization (MPO) is in the process of completing a route study to evaluate the need for extended hours for CATC and The Bus. CATC and The Bus provide good options for seniors but more flexible schedules and fixed stops would be helpful.
- **Taxi Voucher Program:** Work with stakeholder organizations to expand the existing taxi voucher program. Consideration should be given to establishing a formal voucher program for the aging population in cooperation with local taxi services and other private entities. The program would require a sponsoring organization(s).
- **Accessible Vehicle Grant:** More accessible vehicles are needed to meet the taxi demand. Explore grants that would assist in the purchase of an accessible van. Grants may be available through WYDOT's 5310 program for accessible vehicles.
- **Volunteer Driver/Vehicle Program:** Support efforts to form a volunteer community service organization that provides transportation for seniors.

Casper/Natrona County International Airport Master Plan (2016)

The Casper/Natrona County International Airport Master Plan report includes a detailed inventory of existing site conditions, a forecast of future aviation activity, facility requirements, alternatives analysis, airport layout plan, and an implementation plan. Although there are issues of passenger leakage to larger regional airports such as Denver International Airport, demand at Casper/Natrona County International Airport is expected to grow in tandem with economic conditions in Casper and the surrounding region. A summary of airport facility needs to support future activity is outlined in the table below. Implementation of these projects has been separated into three time periods; 5-year short-term, 10-year intermediate-term, and 20-year long-term.

Item	Identified Need
Runway 8 Blast Pad	Add 3 feet in length to Runway 8 blast pad
Runway 8-26 Shoulders	Add 25-foot-wide paved shoulders on Runway 8-26
Runway Protection Zones (RPZs)	Upgrade Runway 21 RPZ dimensions to that required for RNAV approach
Taxiways (all taxiways)	Add 30-foot-wide paved shoulders to all taxiways
Taxiway A1, A2, C, B1	Move hold line an additional 4 feet back from runway centerline

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Taxiway A1, A2, A3, A4, A5, A6, A7, C1, C2	Reconfigure fillets to comply with new FAA specifications
Taxiway A4	Prevent direct access from the aircraft apron the runway
Taxiway C /A5	Reconfigure taxiways to address FAA designated "Hot Spot"
Taxiway A7	Remove pavement so that the outer edge of the turn is curved
Taxiway B1	Reconfigure Taxiway B1 to enter Runway 8-26 at a 90-degree angle
Intersection: Runway / Taxiway A6	Reconfigure intersection to address FAA designated "Hot Spot"
Intersection: Taxiway A / B and B / B1	Reconfigure fillet geometry to comply with new FAA specifications
Pavement: Runway / Taxiway / Apron	Conduct a pavement strength survey to identify pavement in need of strengthening
Visual Aids	Replace Runway 3-21 and 8-26 lighting electrical components
Visual Aids	Replace Taxiway A light base cans
Visual Aids	Replace Taxiway B, B1, C, and C1 lighting electrical components
Visual Aids	Install tethers to all airfield signs, repaint faded frames, and remove non-standard panels
Visual Aids	Replace electrical components of guidance signs as necessary
Navigational Aids	Replace all VASI systems with PAPI systems
Navigational Aids	Replace rotating beacon
Navigational Aids	Relocate primary wind cone and segmented circle
Navigational Aids	Remove wind cone between Taxiway A3 and A4
Navigational Aids	Relocate wind cones outside the runway OFA and place within longitudinal limits
Commercial Passenger Terminal	Modify facility to accommodate future passenger demand
Public Parking	Preserve 320,608 sf of land for future public parking
Rental Car Parking and Facilities	Preserve 27,105 sf of land for future rental car parking and Quick-Turn facility
Air Traffic Control Tower	Replace ATCT
Snow Removal Equipment Building	Replace snow removal equipment and maintenance building
Public Safety Department/ARFF Facility	Expand Public Safety Department/ARFF Facility
Utilities	Conduct utility master plan to inventory and assess existing utility infrastructure
Movement Area Boundary	Repaint movement area boundary line outside of Taxiway A and B Object Free Area
Deicing	Reconfigure apron area for more efficient deicing operations
Air Cargo	Preserve land for an additional 18,920 sf of warehouse space, 24,500 sf of GSE

	storage, and 11,352 sf of parking
Hangars	Preserve land for an additional 102,225 sf of hangar space

Source: RS&H Analysis 2014

Natrona County Development Plan (2016)

The Natrona County Development Plan is a policy guide for decision making around physical development of both public and private land within the county. The plan is meant to be a living document that should be reviewed every five years and updated every twenty years. The purpose of the plan is to establish the following:

- Land use designations for urban and rural areas of the County to ensure both develop in a logical manner
- Land development policies so to ensure effective updates and administration of current zoning and subdivision regulations
- Program for plan implementation and development of a planning program for the county
- Interagency coordination between the county, municipalities, and other agencies

A summary of the goals and policies of the plan are outlined below:

- Provide an updated County Development Plan
- Minimize conflicting land uses and improve zoning
- Develop and update guidelines for the enforcement of planning regulations and Conditional Use Permits reviews on a yearly basis.
- Adopt two planning formats for the county:
 - Growth Management Area – the area within one mile of a municipality which can be serviced efficiently by local government
 - Rural Area – county will work with federal, state, and local government agencies, including Natrona County Conservation District (NCCD), to support agriculture and natural resource development. The county will allow appropriate residential subdivisions and will promote agriculture, mineral extraction, and recreational uses in the rural area.
- Maintain and improve the quality of the environment to include natural, scenic, open space, wildlife, agriculture, and historic resources
- Urban area growth shall be compact and should occur from the edges of municipalities outward rather than in the county toward existing municipal boundaries. This will ensure cost effective development and provision of services, reduce sprawl, and help preserve the quality of the environment
- Encourage diversification of the economy to minimize boom and bust cycle effects. Provide for strong agricultural and mineral development sectors of the economy in a sustainable manner to support a stronger tax base for the county.
- Appropriate resources of the county to actively engage in state and federal land management processes where the county utilizes its cooperating agency, consulting party, and special expertise status as afforded by the state statute under federal law

- Protect site specific land-based activities in rural areas; ranching, agriculture, mining, tourism, and recreation

River Front Property Feasibility Study Final Concept Plan (2016)

The River Front Property Feasibility Study Final Concept plan is a distillation of multiple concepts and ideas from the initial planning group's suggestions. The purpose of the plan is to create an iconic retail/business destination that supports the outdoor spaces that make the Town of Mills a great place to live and to create a common central place for the community to gather. Key characteristics of this development include:

- Embracing the history of the site location and the Town of Mills will mold the identity of the site and ensure a sense of place
- Mixed-use allows a center to be made rather than a single destination
- Public space is both the center of the commercial development and the heart of the green space
- Parking can fill the sides of the commercial development and not create a barrier to pedestrians and bicycles by still leaving a riverside corridor. Visual and real connections to the adjacent river and open park-like land on the south side of the river also expand the feeling of the site
- Maximize access by providing parking in every direction, safe pedestrian access and easy connectivity with the regional trail system
- A larger town planning study is needed to answer questions about what becomes the center of a commercial core to Mills- this site alone is insufficient to provide that core. What does it mean to be a downtown in 2020? Can we get away from big box stores?
- Trail connectivity is important for the commercial hub expanding the ease and ways in which locals access the site.

Generation Casper Comprehensive Plan, 2017

Generation Casper is the City of Casper's revised and updated Comprehensive Land Use Plan and Transportation Plan. The plan serves as a guide for policy changes, land use and transportation planning, economic development forecasting, and capital improvement planning. The land use plan provides an overview of the City's obstacles and opportunities; outlines future land use and transportation visions, principles, and goals; and includes a monitoring program for both implementation and necessary amendments to reflect changing conditions and values. Key elements of the plan are summarized below:

Vision

- **Endless Character** - Casper will cultivate a dynamic, welcoming community with growth and redevelopment based in best practices and history that set the stage for a vibrant future.
- **Vibrant Urban Center** - Casper will work to realize untapped potential and foster a vast network of entrepreneurs to support a thriving Downtown and Old Yellowstone District with unique character that anchors the community.

- **Distinctive Regional Hub** - Casper will embrace strong relationships between education and industry to retain talent, promote business-friendly policies, and cultivate incubators aimed at fostering fresh ideas and allowing small businesses to make their mark on Casper.
- **Enhanced Connectivity** - Casper will offer transportation choices through safe, reliable streets and a bike and pathway network that connect all residents to their destinations through a variety of traditional and emerging transportation modes.
- **Embracing The River** - Casper will engage with the world-class North Platte River and a network of trails that are visually and physically linked to commercial centers to foster economic opportunities.
- **Undiscovered Quality of Life** - Casper will be comprised of creative, safe, family-friendly neighborhoods and gathering areas where all residents and visitors can enjoy rich culture, stunning vistas, vast open spaces, recreational opportunities, and big city amenities.

Transportation Plan

Recommended monitoring metrics and strategies from the plan related to transportation are summarized in

Table 1 Generation Casper Monitoring Metrics

Metric	Baseline	Target
Bicycle Infrastructure (bicycle lanes, pathways, trails and amenities)	Existing bicycle infrastructure system	Implement projects identified within the CATBPB within 10 years
Connectivity/ Block Perimeters for New Development	Many areas >5,000 feet	< 2,000 feet in Neighborhood 2 and 3 and Urban/ Community/ Neighborhood Centers
Dedicated Funding for Multimodal Transportation	Current spending inconsistent and minimal	Increased % of annual capital budget to be dedicated to multimodal improvements
Number of Vehicular-Related Fatalities	12 (from 2011 - 2014)	Ongoing and continued reduction
Streets Level of Service (LOS)	LOS as identified within the 2014 LRTP	Maintain or improve citywide LOS

Table 2 Generation Casper Transportation Strategies

Strategy	Priority (* - ***)
5. Evaluate code changes to encourage shared parking and parking maximums through a parking study. Track the reduction of parking per project from current standards to updated standards and guidelines. Create incentives for quality development such as the elimination of the transportation analysis requirement, reduction in fees, or quicker review process.	***
6. Align the City of Casper Water and Sewer Policy with the UGB to encourage growth in 6. Align the City of Casper Water and Sewer Policy with the UGB to encourage growth in appropriate locations.	***

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16. Provide improved transportation options that funnel people to Casper's urban core (such as hotel shuttles, trolley, improved pathway system that creates a "hub", etc.). Increase the percentage of transportation funding within the urban core to allow for higher frequency transit service, improved transit stations/shelters, and the implementation of complete streets.	*
17. Increase the cohesion of the urban center by reducing the number of large surface lots. Work with stakeholders to ensure a convenient and well-distributed parking supply by developing an overall parking strategy that includes promotion of existing parking and signage and review of existing strategies such as metered parking, parking maximums, scattered small surface parking lots (public), diagonal parking and potentially a new parking garage as demand increases. Garages could include secondary uses such as storage for housing or vertical greenhouses; incorporated into mixed use buildings; or offer direct access to retail shops and apartments.	***
8. Improve walkability in the urban center, including fixing sidewalks, constructing ADA ramps, pedestrian refuges (islands) for crossing wide streets, traffic calming, sidewalk widening, etc.	**
32. Implement the Major Streets Plan.	***
33. Adopt typical cross sections and associated right-of-way widths for new and existing roadways which incorporate all users. Cross sections should be determined by roadway type and include separate cross sections for the urban center.	**
35. Evaluate the feasibility of installing Intelligent Transportation Systems throughout the traffic signal system and install High Intensity Activated CrossWALK (HAWK) beacons at key intersections to increase pedestrian safety.	**
37. Adopt standards to evaluate the level of safety/efficiency provided in the transportation network. The components to be evaluated could include: Transit: Availability of shelters/quality of shelters, additional bus shelters, connectivity of sidewalks to/from transit stops, proximity of non-residential uses, number of patrons utilizing the service, operating hours and headways for service and lighting. Pedestrian: Pedestrian level of service, number of accidents, availability of street lights, width of sidewalks, and/or proximity of sidewalks to the street. Bicycle: Bike level of service, number of accidents, availability of street lights, width/availability of bike lanes, width/availability of bike buffers, and/or types of bike facilities (i.e. on-street, separate trails, etc.).	***
39. Establish roadway spacing standards for arterial, collector, and local roadways and enforce them through new development applications. Change the minimum signal spacing to 1/2 mile on arterial, and possibly collector, roadways to maintain the flow of traffic on these roadways.	***
41. Adopt a standard for access to new residential neighborhoods requiring multiple access points to collectors or arterials.	***
42. Evaluate feasible solutions to connect areas that are currently cut off from the rest of Casper by large transportation barriers. In general, improve transportation corridors with overpasses, underpasses, sidepaths, trails, pedestrian refuges/islands for the safe crossing of bikes and pedestrians. Evaluate the feasibility of overpasses/underpasses and/or separate pedestrian bridges over I-25 and/or the railroad to connect neighborhoods in North Casper to the rest of the City. Extend the walkability of downtown north of First Street thereby making A Street the psychological downtown boundary. Work with WYDOT on making First Street more pedestrian-friendly.	***
43. Evaluate the pedestrian/bike network around schools and identify areas for improvement to eliminate mid-block crossings of pedestrians.	*
44. Evaluate the feasibility of alternative transit options, such as bike share or electric bikes.	*
45. Adopt a complete streets ordinance/policy and identify where various users are permitted to travel.	***

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46. Evaluate section 10.28 of the Code to determine if additional locations should be restricted from right-turns on red, for the safety of pedestrians and bicyclists.	***
47. Create a toolbox of traffic calming solutions and apply them to the high traffic residential streets.	***
49. Modify section 16.16.020.K of the Code to state that there can be a maximum of four legs per intersection, "unless a roundabout can safely be provided and an alternative standard is approved by City Council."	***
50. Review Traffic Study requirements in Section 16.20.080 of the Casper Municipal Code. Define how the "adjacent street system" is to be defined as it related to assessment of potential transportation impacts, specify how to determine impacts to pedestrians, include an assessment of bicycle or transit service/facilities, improve connectivity and access management requirements, and include traffic counts for pedestrians, bicyclists and bus riders.	***
53. Identify transit routes that travel through high volume intersections and determine the feasibility of incorporating queue jumps and/or transit signal priority.	**
57. Improve pedestrian and bicycle trail connections (e.g. a pedestrian bridge from North Casper to the Platte River Parkway on the north side of the River, and connect the west side of Casper to the trail system).	**

Mills Comprehensive Plan, 2017

The Town of Mills Transportation Plan serves as guide to ensure that existing and anticipated future needs are met, transportation infrastructure is properly planned for, and funding can be identified prior to needs emerging. Based on input received the public and officials the Plan establishes the following Transportation Vision:

"Mills will have planned, multi-modal transportation infrastructure and policies to improve mobility, connectivity and access for all people. Adequate funding mechanisms will be sought to implement planned projects as needs emerge. The infrastructure will enhance the quality of life in the community, improve economic vitality and promote improved safety."

The following are project/action lists for implementation of the plan.

Short Term Prioritized List of Projects/Actions

- Adopt an Active Transportation Plan
- Study opportunities to provide access across SW Wyoming Blvd to Town Hall area (underway)
- Evaluate opportunities for access to North Platte River in new Downtown area (underway)
- Expand regional pedestrian and bicycle network, including the WAPA (Western Area Power Administration) Powerline Trail
- Provide Recreational opportunities
- Provide connectivity of existing sidewalks/paths
- Prioritize sidewalk/path needs
- Adopt Complete Streets typical cross sections
- Modify the Town Code to require construction of wider sidewalks (underway)

- Adopt a Transit Plan
- Update the road maintenance plan

Long Term Prioritized List of Projects/Actions

- Chamberlain Road extension to the south, connecting to Energy Lane across the river
- Hudson Street extension from Yellowstone Highway north to 20/26 within the Town of Mills, potentially extending north to Howard Street extension in the future
- Six Mile Road extension through Mills, connecting to Trevett Lane to the south
- E/W roadway connecting West Belt Road with Chamberlain Road
- Village Drive extension to E/W roadway

Town of Bar Nunn Transportation Plan, 2017

The Town of Bar Nunn Transportation Plan serves as guide to ensure that existing and anticipated future needs are met, transportation infrastructure is properly planned for, and funding can be identified prior to needs emerging. Based on input received the public and officials the Plan establishes the following Transportation Vision:

“Bar Nunn will have planned, multi-modal transportation infrastructure and policies to improve mobility, connectivity and access for all people. Adequate funding mechanisms will be sought to implement planned projects as needs emerge. The infrastructure will enhance the quality of life in the community, improve economic vitality and promote improved safety.”

The following are project/action lists for implementation of the plan.

Short Term Prioritized List of Projects/Actions

- Interchange on I-25 at Westwinds, including a new minor arterial from US 20/26 near NCI airport to Bryan Stock Trail Extension
- Adopt an Active Transportation Plan
- Modify the Town Code to require developers to construct sidewalks/paths with development
- Modify the Town Code to incorporate key concepts of connectivity, functional classification, block configuration, and access management
- Update the road maintenance plan
- Coordinate with WYDOT to list and prioritize needs

Long Term Prioritized List of Projects/Actions

- New arterial with sidewalks and bike lanes on west side of Bar Nunn as a bypass and alternative emergency access
- Howard Street extension to the airport
- Westwinds Road extension to the airport
- Hudson Street Extension north to Howard Street extension
- N/S road, approximately one mile west and parallel to Hudson Street extension, extending from the Belt Road north to Westwinds Road extension

Town of Evansville Transportation Plan, 2017

The Town of Evansville Transportation Plan serves as guide to ensure that existing and anticipated future needs are met, transportation infrastructure is properly planned for, and funding can be identified prior to needs emerging. Based on input received the public and officials the Plan establishes the following Transportation Vision:

“Evansville will have planned, multi-modal transportation infrastructure and policies to improve mobility, connectivity and access for all people. Adequate funding mechanisms will be sought to implement planned projects as needs emerge. The infrastructure will enhance the quality of life in the community, improve economic vitality and promote improved safety.”

The following are project/action lists for implementation of the plan.

Short Term Prioritized List of Projects/Actions

- Adopt a Major Streets Plan
- Investigate additional options to traverse railroad (completed)
- Metro Road extension connecting to Cemetery Road and Craig Thomas Blvd extension (underway)
- Craig Thomas Blvd extension to Howard Street Extension in Bar Nunn
- Adopt an Active Transportation Plan
- Modify Town Code to require construction of sidewalks/paths with development
- Modify Town Code to incorporate key concepts of connectivity, functional classification, block configuration, and access management
- Eliminate offset of Luker Ln and Lathrop Rd through road realignment or other measures
- Consider the widening of Curtis Street
- Evaluate pavement sufficiency and widths for trucks along Lathrop Rd and Yellowstone Highway
- Widen Evans Street to accommodate trucks
- Update the road maintenance plan (underway)

Long Term Prioritized List of Projects/Actions

- Evaluate the Yellowstone Highway/Craig Thomas Blvd intersection for signalization
- (WYDOT)
- Signalize the Lathrop Road/Curtis Street intersection (WYDOT)
- Amoco Road extension to Cole Creek Road
- Platte Park Road extension to Amoco Road extension
- Bryan Evansville Road from Bryan Stock Trail to Platte Park Road
- Connect 5th Street and Mustang Trail parallel to the river, from Platte Park Road to Cole Creek Road
- First Street extension to Craig Thomas Blvd
- Wildcat Road from Blackmore Road to Hat Six Road
- Mystery Bridge Road from E Yellowstone Hwy south to E/W connector
- N/S connector between Wildcat Road and Yellowstone Hwy, west of Mystery Bridge Road

- E/W connector south of Wildcat Road, north of I-25, from Wildcat Road to Hat Six Road
- Evans Street extension to Cemetery Road
- 7th Street extension to Evans Street extension
- Connector northeast of the Amoco Road extension/Craig Thomas Blvd intersection, connecting the two roadways
- Develop a gateway theme along Curtis Street and Hat Six Road, north of I-25

Town of Mills Transportation Plan, 2017

The Town of Mills Transportation Plan serves as guide to ensure that existing and anticipated future needs are met, transportation infrastructure is properly planned for, and funding can be identified prior to needs emerging. Based on input received the public and officials the Plan establishes the following Transportation Vision:

“Mills will have planned, multi-modal transportation infrastructure and policies to improve mobility, connectivity and access for all people. Adequate funding mechanisms will be sought to implement planned projects as needs emerge. The infrastructure will enhance the quality of life in the community, improve economic vitality and promote improved safety.”

The following are project/action lists for implementation of the plan.

Short Term Prioritized List of Projects/Actions

- Adopt an Active Transportation Plan
- Study opportunities to provide access across SW Wyoming Blvd to Town Hall area (underway)
- Evaluate opportunities for access to North Platte River in new Downtown area (underway)
- Expand regional pedestrian and bicycle network, including the WAPA (Western Area Power Administration) Powerline Trail
- Provide Recreational opportunities
- Provide connectivity of existing sidewalks/paths
- Prioritize sidewalk/path needs
- Adopt Complete Streets typical cross sections
- Modify the Town Code to require construction of wider sidewalks (underway)
- Adopt a Transit Plan
- Update the road maintenance plan

Long Term Prioritized List of Projects/Actions

- Chamberlain Road extension to the south, connecting to Energy Lane across the river
- Hudson Street extension from Yellowstone Highway north to 20/26 within the Town of Mills, potentially extending north to Howard Street extension in the future
- Six Mile Road extension through Mills, connecting to Trevett Lane to the south
- E/W roadway connecting West Belt Road with Chamberlain Road
- Village Drive extension to E/W roadway

Wyoming Bicycle & Pedestrian System Report (2018)

The Wyoming Bicycle and Pedestrian System Report includes an overview of existing bicycle and pedestrian conditions and benefits and concludes with policy, program, statute, and infrastructure recommendations. The purpose of the study was to help the legislature, local communities, and state agencies including WYDOT and the Departments of Health, Tourism, State Parks, and The Business Council to better understand the opportunities, benefits, and challenges of bicycle and pedestrian pathways and natural surface trails. The table below outlines high priority recommendations by agency from this study.

Agency	High Priority Recommendation
Wyoming State Legislature	<ul style="list-style-type: none"> ▪ Create an Interim Study to evaluate Wyo. Stat. § 31-5-601 et. seq. (Pedestrians) and Wyo. Stat. § 31-5-701 et. seq. (Bicycles), and related statutes, to explore legislative opportunities to improve and update statutes to help realize the safety, economic and health benefits explored in this report ▪ Create and fund a \$10 million annual statewide bicycle and pedestrian infrastructure and information initiative to address identified needs of, and benefits to, Wyoming communities of enhancing walkable main streets, community pathways, rural cycling routes, and natural surface trails. ▪ Develop legislation to provide funding and direction to state agencies to prepare a comprehensive and quantitative study of the health, safety, economic, and other benefits of walking and bicycling in Wyoming.
Office of the Governor	<ul style="list-style-type: none"> ▪ Evaluate agency initiatives recommended in the Wyoming Bicycle & Pedestrian System Report, and work with state agencies to incorporate appropriate changes into budgets and work plans. ▪ Contact and persuade the Wyoming Delegation and federal land agencies regarding the serious federal land trail maintenance backlog and need for continued federal investment on public trails and community pathways in Wyoming.
Wyoming Department of Transportation (WYDOT)	<ul style="list-style-type: none"> ▪ Create a WYDOT Office of Bicycle and Pedestrian Transportation to address the transportation needs of people bicycling and walking, and to realize the transportation and community benefits and opportunities outlined in this report. ▪ Increase investments of Wyoming's federal and state transportation funding for walking and bicycling projects when developing future State Transportation Improvement Program (STIP) lists, using existing program authority in the FAST Act and state statute.
Wyoming Business Council (WBC)	<ul style="list-style-type: none"> ▪ Continue and enhance the Wyoming Main Street program to offer incentives, funding, and technical support that is relevant to communities of all sizes; collaborate with WYDOT to leverage WBC community grant and loan programs and highway improvement projects, particularly as they involve Main Streets.
Wyoming Office of Tourism (WOT)	<ul style="list-style-type: none"> ▪ Work with communities, local pathway and trail organizations, WBC and State Parks to help promote and advertise Wyoming's walkable main street communities, trail systems, community pathways, bicycle routes, and long-distance trails as an experience targeted towards out-of-state visitors. ▪ Promote and market long distance bicycling opportunities in Wyoming, and provide information on key bicycle touring amenities for visitors

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Washington Department of Health (WDH)	<ul style="list-style-type: none"> ▪ Partner with County Health Offices, the Wyoming Department of Transportation (WYDOT), and local pathway and trail non-profit organizations to promote physical activity and active transportation in worksites, schools (Safe Routes to School Program), and community settings by improving and creating pedestrian- and bicycle-friendly environments.
Wyoming State Parks	<ul style="list-style-type: none"> ▪ Complete a system-wide non-motorized trail plan for Wyoming State Parks and Historic Sites, prioritizing the trail building projects to be completed. ▪ Lead the state effort to develop long distance bike trails in Wyoming, including the Great American Rail Trail, Greater Yellowstone Trail, Great Divide Trail, and potential new Gravel Bike routes; partner with communities and trail organizations on concept plans for Wyoming.
Wyoming Office of State Lands and Investments	<ul style="list-style-type: none"> ▪ Identify potential opportunities on State Trust Lands and other lands managed by the State of Wyoming to support enhanced “close to home” trail systems ▪ Develop creative solutions to provide enhanced recreational trails through community partnerships that protect State Lands, generate sufficient fees for public trail use, and which generate stewardship assistance to help construct and maintain the trails.
Wyoming Department of Education	<ul style="list-style-type: none"> ▪ Partner with local communities, school districts, transportation entities, and nongovernmental organizations (NGO) on Safe Routes to School (SRTS) programs

Casper East Belt Loop Corridor Study (2018)

The Casper East Belt Loop Corridor Study was commissioned by the Wyoming Department of Transportation (WYDOT) to evaluate two route alignment alternatives and a no-build alternative in accordance with the guidelines established in the FHWA Guidance on Corridor and Subarea Planning to inform NEPA. According to the 2014 Casper Area Long Range Plan, the Wyoming Boulevard East of Casper Mountain Road operated at Level of Service (LOS) D and was predicted to operate at LOS F in 2040. Forecasted regional growth is expected to more than double traffic along segments of Wyoming Boulevard. The primary contributor to this growth is the increasing residential development in southeast Casper and the future development between Wyoming Boulevard and Hat Six Road. The construction of an east-west corridor would provide access to large land tracts east of the city of Casper and improve connectivity between Wyoming Boulevard and Interstate 25.

As part of this study planning level transportation analysis was provided to help guide geometric determinations and relative access and intersection points for the corridor. Key findings from this analysis include:

- Improvements are needed to provide congestion relief for Wyoming Boulevard by 2022. Partial widening of Wyoming Boulevard and construction of East Belt Loop Road are the prevailing options discussed by the Casper Area MPO Transportation Long-Range Transportation Plan.
- East Belt Loop Road is the first logical improvement as the corridor provides comprehensive congestion relief for Wyoming Boulevard whereas widening helps mobility primarily along the southern end of the corridor. East Belt Loop Road corridor also provides greater opportunity for economic development. Cost impacts increase with the delay of construction versus partial widening of Wyoming Boulevard.

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- Both improvements will be needed to provide congestion relief at some point between 2028 and 2040.
- A five-lane geometric section will be needed to accommodate through traffic and site generated traffic from properties along the corridor.
- A three-lane section is an acceptable interim improvement with partial development of adjacent properties. Widening would be indicated as the roadway volume approaches 12,500 ADT.
- Right-of-way should be preserved for potential six to seven lane widening within ½ mile of I-25 and Wyoming Boulevard. Need for widening to six/seven lanes would be indicated based on traffic analyses following corridor opening.
- Roughly nine primary and nine minor approaches/intersections could be allowed along the corridor with the currently anticipated length of 4.7 miles spaced intermittently on the ¼ mile basis (primary, minor, primary, etc.). Five intersections are already anticipated.
- Primary intersections should be planned with traffic signals or roundabout contrails and allow full turning movements
- Minor intersections should be planned with minor street left-turn restrictions and stop-controls used on the minor approach.
- Up to 18 right-in and right-out driveways could be aligned intermittently between primary and minor approach/intersections with minimum spacing on a 660-foot interval.
- One primary, one minor, and one right-in and right-out driveway access can be added with each 1/2-mile increase of East Belt Loop Road from 4.7 miles whereas the loss of each should occur with the reduction of each ½ mile.

TRANSIT

CONNECTING CROSSROADS

LONG RANGE TRANSPORTATION PLAN

Transit Visioning Workshop

March 12, 2019

What We Heard

What We Heard

DECEMBER VISIT

- Struggle to find balance between providing coverage and being a productive service
- Sprawl is putting strain on operations
- No sustainable funding source
 - Difficulty convincing city leaders that transit is critical city service
- Population aging and Dial-A-Ride use increasing

What We Heard

PRELIMINARY SURVEY RESULTS

- More aggressive marketing plan
- More rider information
- Less circuitous routes

MOST DESIRED TRANSIT IMPROVEMENTS

- 1 Shelters and places to wait
- 2 More maps and information
- 3 More frequent weekend service



Key Questions

- How much money will CATC have going forward?
- Who is CATC trying to serve?

Key Challenges

Financial
Sustainability

Organizational
Structure

Transit Service
Efficiency

Strategies

Strategies

Financial Sustainability

- Explore partnerships
- Advertisements
- Revisit fare policy
- Volunteer driver program

Organizational Structure

- Absorption by City or non-profit?
- Broaden governing board

Transit Service Efficiency

- Simplify service
- Reduce footprint of fixed-route system
- Refine demand response eligibility criteria
- Improve passenger information

Strategies: Financial Sustainability

- Explore potential partnerships
 - Human service transportation agencies
 - Casper College
 - Hospitals (employee and/or patient transport)
 - Schools (open door service at local middle/high schools)
- Advertising as source of revenue
- Meet with municipal partners to make sure they are getting fair share
- Revisit fare policy
- Volunteer driver program for demand response service
 - E.g. ACTR (Vermont)

Strategies: Organizational Structure

- Can nonprofit or City department absolve CATC?
 - Reduce administrative burden (payroll, HR, etc)
 - Assist with FTA compliance/reporting
- Broaden governing board with key stakeholders
 - Strengthen partnerships, build community support
 - Encourage all members to take responsibility for financial sustainability

Strategies: Service Efficiency

SIMPLIFY SERVICE

- Establish and adhere to **transit design principles**
- Fixed-route **needs to be direct**
- **Reduce duplication** between routes
- Simplify pulse system
- Reduce footprint of fixed-route system and refine demand response eligibility criteria

Strategies: Service Efficiency

REDUCE FOOTPRINT OF FIXED-ROUTE SYSTEM

- Develop service standards for fixed-route by route segment
 - Only operate fixed-route if it meets certain standard (e.g. 10 riders/hr)
- If route segment doesn't meet standard, serve with demand response instead
- Don't operate deviated fixed-route service
- Goal is to have 30 minute roundtrip times
- Benefits
 - Reduces travel time for riders
 - Focuses fixed-route resources on most productive segments
 - CATC can increase service levels as routes get more productive (expanded hours/days/frequency)

Strategies: Service Efficiency

REFINE DEMAND RESPONSE ELIGIBILITY CRITERIA

- Example criteria
 - 65+ or ADA: Can use demand response anywhere (prioritize these riders)
 - Under 65 and non-ADA: Can only use demand response if traveling to/from destination further than $\frac{3}{4}$ of mile from fixed route
 - Volunteer drivers

Strategies: Service Efficiency

IMPROVE PASSENGER INFORMATION

- Clearer transit maps and passenger schedules
 - Information at main transit transfer hub
- Bus stop signage
- Real-time passenger information
- Google Transit
- Mobile platforms

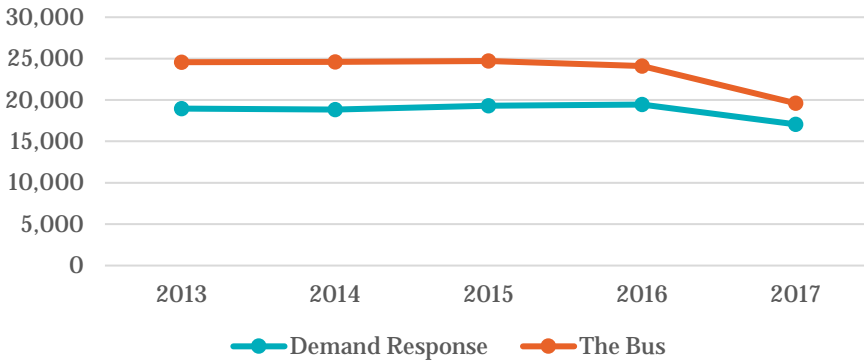
Next Steps

- Gather ridership data by stop (after service changes in April)
- Establish fixed-route service design guidelines
- Develop service plan that adheres to service design guidelines*
- Identify opportunities to revise the following:
 - Demand response eligibility policy
 - Fare structure*
 - Administrative/organizational structure
- Develop phased implementation plan for revised services and policies

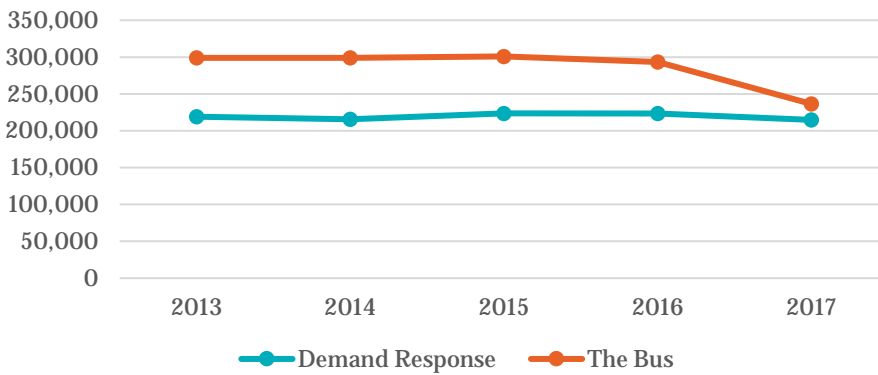
TRANSIT

Annual vehicle revenue hours and revenue miles remained constant from 2013 to 2016 and experienced a slight decrease in 2017. Operating costs for both service types has steadily increased since 2013.

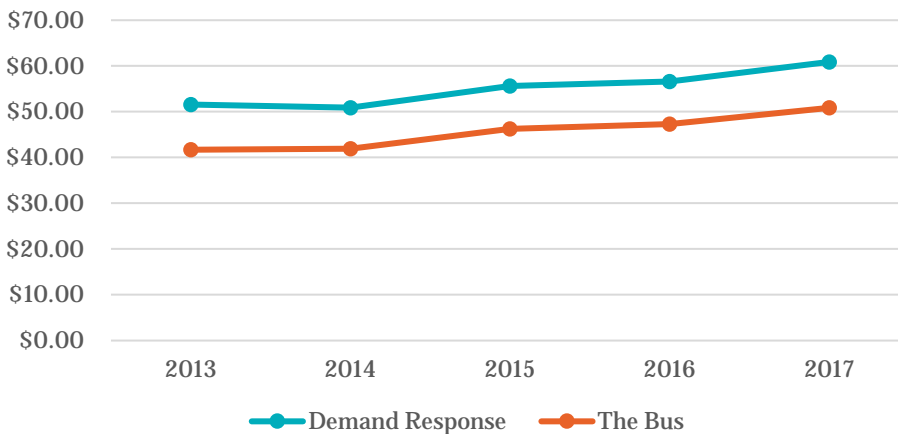
Annual Vehicle Revenue Hours



Annual Vehicle Revenue Miles



Operating Cost per Vehicle Revenue Hour



EVALUATION METHODOLOGY

GOAL 1: Increase Transportation Options For All Modes	
<i>Name and description of metric</i>	<i>How scores are assigned</i>
<p><u>1.1 - Modal Options</u> The Modal Options metric will evaluate the existence of non single occupancy vehicle modes, including bicycle, transit and pedestrian components to be evaluated by direct access, proximity, and connectivity. Projects will be evaluated through qualitative efforts and GIS analysis.</p>	<p>Projects that will tend to diversify Casper’s transportation system will be prioritized: 1 – Increase to SOV capacity only 2 – neutral (no changes to network) 3 – SOV capacity with minor bike/ped benefit 4 – Bike/ped or transit benefit with no increase to SOV capacity or 2+ multimodal improvements</p>
<p><u>1.2 - Street Congestion</u> Reduction of traffic congestion improves air quality by reducing automobiles’ idle time and reduces time spent in travel. Candidate projects were evaluated on reduced travel times from the baseline.</p>	<p>Based on measured travel time: 1 - adds congestion 2 - neutral (no changes to network) 3 – reduces congestion 4 – eliminates congestion</p>
<p><u>1.3 - Street Network and Connectivity</u> An effective way to reduce congestion is to provide multiple ways to accomplish the same trip. An example would be a project providing new street connections across rail corridors; connecting two communities in close proximity that currently have no existing connection. Connections across defined travel shed boundaries are also significant and should be given priority accordingly. This metric is a qualitative assessment of how a street project can provide new connections to the existing street network, thereby providing new ways to accomplish the same trip or connecting areas that currently have no direct connections.</p>	<p>Based on relief to an arterial or new connections between neighborhoods or travel sheds: 1 - removes more than one network option or lowers link-node ratio by at least 0.1 2 - removes one network option 3- neutral (no changes to connectivity) 4 - adds one or more network option</p>
<p><u>1.4 – ADA Accessibility</u> Projects that correct current ADA deficiency</p>	<p>1 – potentially adds to ADA deficiencies 2 – no change to accessibility 3 – likely to remove general ADA-deficient conditions through retrofits 4 – Addresses acute, specific ADA problems</p>
GOAL 2: Improve Safety and Health for All Residents	
<i>Name and description of metric</i>	<i>How scores are assigned</i>
<p><u>2.1 - Operational Safety</u> Intersections with a high number of crashes were identified throughout the city. Often, the likelihood of accidents to occur at an intersection can be significantly reduced through proper design. Project corridors that included “critical intersections,” would include designs techniques to reduce future accidents.</p>	<p>1 - tends to increase crashes 2 - no safety effect 3 - tends to reduce crashes 4 - tends to reduce crashes and bike/ped conflicts</p>

<p><u>2.2 - Community Accessibility</u> Connections for pedestrians and bicyclists to reach parks, schools and other community facilities promotes safe opportunities for exercise, increase the number of children walking to school and the choice to complete shorter trips by means other than the automobile. Using GIS, a quarter mile buffer was drawn around community facilities (school, libraries, parks, recreation centers).</p>	<p>1 – Project does not offer a non-SOV connection (within a quarter mile) to any park, school or community facility 2 – Project offers a non-SOV connection to one park, one school, or one other community facility within a quarter mile 3 – Project offers a non-SOV connection to more than one such facility within a quarter mile 4 – Project offers a non-SOV connection to multiple facility types within a quarter mile</p>
<p><u>2.3 – Density of Modal Options</u> Research suggests that a greater overall density of bike lanes, walking options and other mode choices—and not just the destinations they connect—can help to shift travel patterns away from single-occupant vehicles.</p>	<p>1 – Project only increases road network density or does not add multimodal density 2 – Project increases sidewalk density 3 – Project increases bike/trail network density 4 – Project increases active network + transit network density</p>
<p><u>2.4 - Access to Healthy Food Sources</u> Considers access to full-service grocery stores, community gardens and farmers markets as a source of fresh food that contributes to a balanced, healthy diet.</p>	<p>Projects that shorten length, provide transit service or otherwise facilitate access to grocery stores. 1 – project is further than a quarter-mile from a food source OR does not affect connectivity 2 – project is within a quarter-mile and provides an SOV connection 3 – project is within a quarter-mile of a food source and provides a connection through a non-SOV mode 4 – project is within a quarter-mile of more than one food source and provides a connection through a non-SOV mode</p>

GOAL 3: Support the Region’s Diversifying Economy

<i>Name and description of metric</i>	<i>How scores are assigned</i>
<p><u>3.1 - Facilitate Goods Movement</u> Appropriate roadway design is critical to ensure trucks are able to reach local retail, industrial activity, and multimodal distribution facilities. Candidate projects along the Casper through street network were evaluated on their ability to facilitate future truck movements.</p>	<p>1 – Features design changes that might impede truck movements 2 – No change to roadway design on through routes 3 – Roadway design that facilitates truck movements 4 – Roadway design that facilitates truck movements and connects to intermodal transfer facilities or the Interstate/NHS freight network.</p>

<p><u>3.2 - Parking Facilities in Redevelopment Areas</u></p> <p>In infill and other potential redevelopment areas as defined in Connecting Crossroads, projects that promote on-street parking and reduce a need to meet the on-site parking requirements of zoning can help to increase development yield and overall value.</p>	<p>1 – Project removes on-street parking 2 – Project limits but does not remove on-street parking 3 – No changes to on-street parking supply 4 – Project increases on-street parking potential in redevelopment areas</p>
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GOAL 4: Promote Affordable and Easy Mobility Solutions	
<i>Name and description of metric</i>	<i>How scores are assigned</i>
<p><u>4.1 - Unique Financing</u></p> <p>Projects are given preference if a specific financing source was dedicated for the project. Funding could include earmarks or TIF/BID financing.</p>	<p>1 – project has unidentified local source and would not qualify for state/federal financing 2 – project has unidentified local source but may qualify for state/federal financing 3 – Project identified additional local, state or federal source 4 – Project combines public and private funding sources</p>
<p><u>4.2 – Project Cost</u></p> <p>The Project Cost metric was developed to analyze the unit cost of a project and its impact to the overall transportation network. Special preference was given to projects considered “low hanging fruit” such as bike striping, traffic signals, intersection realignments and other intersection improvements.</p>	<p>1 – large per mile cost (over \$10 million) 2 – per mile cost \$5 – 10 million 3 – average per mile cost (\$1 million - \$5 million) 4 – low per/mile cost or intersection project (under \$1 million/mile for street projects)</p>
<p><u>4.3 – Maintenance Responsibility</u></p> <p>A project that addresses a major maintenance responsibility on existing infrastructure (bridge, sidewalk, etc.)</p>	<p>1 – New roadway projects 2 – Project that adds or rebuilds sidewalk 3 – Project that adds or rebuilds sidewalk in redevelopment area, or provides general maintenance of roadways 4 – Project that adds or rebuilds a bridge</p>

GOAL 5: Enhance The Region's Distinct Character

<i>Name and description of metric</i>	<i>How scores are assigned</i>
<p><u>5.1 - Appropriateness to Context and Placemaking</u> Appropriateness to Context - how a proposed facility relates to current and future surrounding land use. Metric determined via qualitative analysis using GIS maps and knowledge of Casper's neighborhoods.</p>	<p>1 – unsupportive 2 – neutral 3 – consistent 4 – improves</p>
<p><u>5.2 - Consistency with Community Plans</u> Through GIS, and the inventory of previous plans and studies, an evaluation was conducted to determine consistency of each candidate project with the studies' land use and density recommendations.</p>	<p>If a project originated in a previous plan or fit within the currently-planned land use (e.g. a streetscape adding on-street parking in an existing neighborhood commercial district):</p> <p>1 – counter to plans 2 – counter to plans but meets a larger transportation need citywide 3 – supportive of plans 4 – supportive of plans and addresses larger need</p>
<p><u>5.3 - Contribution to Complete Streets</u> The existence of non-single occupancy vehicle modes, including bicycle, transit and pedestrian components was seen as an important candidate project element.</p>	<p>1- increases vehicle speed and discourages non-SOV modes 2 – discourages non-SOV modes 3 - no change 4 - improves access for non-SOV modes</p>

TRAVEL DEMAND MODEL



MEMORANDUM

To: Nelson\Nygaard Consulting Associates

From: Norm Marshall, Smart Mobility

Date: July 18, 2019

Subject: Casper Area Travel Behavior Notes

Casper region travel behavior is different from most other regions:

1. Significantly higher trip rates per household per day
2. INRIX data do not show peak period congestion on arterials (except for small effects on Wyoming in the east, and even there less than 1 minute)
3. Travel time has only small effects on destination choice – probably because any intra-region trip is fairly quick
4. Local traffic does not jump on and off the freeway to save travel time as much as the model would predict
5. As neither destinations or routes are strongly dependent on travel time, the model doesn't fit count data very well (the previous model didn't either)
6. Total base year model VMT is correct, and the scenario comparisons are valid at the regional level, but forecasts for particular roads are less certain

Scenarios – 2 future land use (“C” for compact and “S” for sprawl) crossed with 3 networks (“NB” for no build, “Auto” for auto-oriented and “Multi” for multimodal) - see Metrics.xls

1. Person trips – slightly higher in sprawl scenarios due to more vehicles (model doesn't have vehicle ownership component, but current patterns assumed to continue and sprawl has more households in areas with higher auto ownership)
2. Walk trips share – increases even in sprawl scenarios due to increased employment density; increases more in compact scenarios; expanding roadways reduces walk share a small amount
3. VMT - up 65% in compact scenarios, and almost doubles in sprawl scenarios
4. VHT (vehicle hours of travel) - up 68-70% in compact scenarios and 102-105% in sprawl scenarios
5. Average speeds -somewhat lower in all scenarios



Scenario	Person_trips	Walk_trips	Walk_share	Vehicle_trips
Base	513,907	33,662	6.55	367,626
NB_C	876,054	84,821	9.68	606,597
NB_S	886,087	63,786	7.20	630,376
Multi_C	876,054	84,520	9.65	606,819
Multi_S	886,087	63,334	7.15	630,709
Auto_C	876,054	84,323	9.63	606,965
Auto_S	886,087	62,999	7.11	630,957

Scenario	TOT_VMT	TOT_VHT	TOT_SPD
Base	1,550,206	44,571	34.8
NB_C	2,542,786	76,455	33.3
NB_S	3,082,206	92,789	33.2
Multi_C	2,553,359	75,595	33.8
Multi_S	3,092,301	91,460	33.8
Auto_C	2,558,291	74,718	34.2
Auto_S	3,075,452	89,842	34.2

Scenario	VMT change	VHT change	speed change
Base			
NB_C	64.0%	71.5%	-4.4%
NB_S	98.8%	108.2%	-4.5%
Multi_C	64.7%	69.6%	-2.9%
Multi_S	99.5%	105.2%	-2.8%
Auto_C	65.0%	67.6%	-1.6%
Auto_S	98.4%	101.6%	-1.6%

Scenario	AM_VMT	AM_VHT	AM_SPD	MD_VMT	MD_VHT	MD_SPD	PM_VMT	PM_VHT	PM_SPD	NT_VMT	NT_VHT	NT_SPD
Base	233,723	6,672	35.0	649,891	19,041	34.1	369,942	10,682	34.6	296,650	8,176	36.3
NB_C	380,973	11,474	33.2	1,071,316	33,087	32.4	606,006	18,423	32.9	484,491	13,472	36.0
NB_S	459,878	14,331	32.1	1,289,513	39,571	32.6	736,031	22,534	32.7	596,783	16,353	36.5
Multi_C	382,609	11,287	33.9	1,075,787	32,645	33.0	608,709	18,159	33.5	486,253	13,504	36.0
Multi_S	460,984	13,916	33.1	1,293,424	39,028	33.1	738,256	22,118	33.4	599,637	16,398	36.6
Auto_C	382,769	11,142	34.4	1,078,669	32,263	33.4	609,716	17,946	34.0	487,138	13,367	36.4
Auto_S	457,989	13,592	33.7	1,285,538	38,342	33.5	733,921	21,703	33.8	598,004	16,205	36.9

NB_C = No Build, Compact Scenario

NB_S = No Build, Sprawl Scenario

Multi_C = Multimodal, Compact Scenario

Multi_S = Multimodal, Sprawl Scenario

Auto_C = Auto-Oriented, Compact Scenario

Auto_S = Auto-Oriented, Sprawl Scenario

VMT = Vehicle miles traveled

VHT = Vehicle hours traveled

SPD = Speed

FINAL PROJECT LIST

EXPANDED FINAL PROJECT LIST

Name	Description	To	From	Length (mi)	Phase	Est. Build Year	Plan Est. Cost	Justification	Eval Score
Midwest Avenue reconstruction	Reconstruction of Midwest Avenue with multimodal improvements	Elm St.	Poplar St.	0.23	Short-Term	2020	\$6,350,000	Strong economic development and placemaking potential, multimodal project to improve safety and access for all modes, allocated MTIP 2020-2023, significant previous study	52
Evansville sidewalk gap installations	Sidewalk installations	King, Evans, Leavitt, Williams (N. of 4th St.) 4th St (E. of Williams) 2nd St (E. of Williams and 1st St.)		n/a	Short-Term	2020	\$434,000	Multimodal priority for Evansville, fills network gaps, allocated in MTIP 2020-2023	46
Poplar and 1st reconstruction and bridge widening	Reconstruct intersection, widen Platte River bridge, add 10 ft walking paths on both sides	Collins St.	RR overpass on Poplar St.	0.74	Short-Term	2020	\$18,316,000	Improves capacity and safety for all modes at a significant barrier. MTIP 2020-2023 priority	46
Poplar and 1st sidewalk widening and landscaping	Widen sidewalks, install decorative street lights, improve landscaping	Star Ln. / W. 1st St.	Pronghorn St. / W. Yellowstone Hwy.	0.29	Short-Term	2020	\$790,000	MTIP 2020-2023 priority, improves connectivity to expanded bridge with ped connections	45
Western Avenue sidewalk Improvements	Sidewalk Improvements	Iron St.	E. Yellowstone Hwy.	0.15	Short-Term	2020	\$217,000	Multimodal priority for Evansville, allocated in MTIP 2020-2023	44
CR402 Bates Creek Road bridge replacement	Bridge Replacement CR402 Bates Creek Road	CR402 at Bates Creek		n/a	Short-Term	2020	\$768,000	Natrona County priority, allocated in MTIP 2020-2023	39
Metro Road extension	Roadway extension	Metro Rd.	Cemetery Rd.	1.12	Short-Term	2021	\$1,131,000	Project designed, fills network gaps, reduces emergency response times	37
CR106 bridge replacement	Bridge Replacement CR106 Notches Road/Powder River	CR106 at Notches Road/Powder River		n/a	Short-Term	2021	\$1,540,000	Natrona County priority, allocated in MTIP 2020-2023	36
Lathrop Road reconstruction	Reconstruction of Lathrop Road including addition on sidewalks	Curtis St.	Aspens MHP	0.91	Short-Term	2021	\$1,631,000	Priority project for Town of Evansville. Will address major walkability gap for residents and hotel area	35
I-25 Casper marginal reconstruction / Walsh Dr structure replacement	Reconstruct I-25 Casper marginal with new structures over Walsh Dr.	Yellowstone Hwy.	Wyoming Blv.	1.02	Short-Term	2021	\$26,441,000	WYDOT priority, allocated in MTIP 2020-2023	35
Hat 6 Road traffic signals	Traffic signals	Hat 6 Rd.	E. 2nd St.	n/a	Short-Term	2022	\$303,000	Quick fix to safety concern identified by community	34
Mills Main Street Corridor (Wyoming Boulevard)	Safety Islands, Street Lights, Ped Tunnel, and Beautification	W. Yellowstone Hwy.	W. 13th St	0.86	Short-Term	2022	\$2,317,000	Strong economic development and placemaking potential, multimodal project to improve safety and access for all modes, allocated in MTIP 2020-2023	50

SW Wyoming Blv Sidepath	10-ft two-way MUP on one side of Wyoming Blv	CY Ave	Rail Trail at Curtis St. & US26	8	Short-Term	2024	\$9,111,000	Catalytic project, fills major network gap, strong public support, significant previous study	50
CY and Poplar Intersection Safety Improvements	Complete intersection treatments	CY Ave	Poplar St.	n/a	Short-Term	2022	\$323,000	Improves safety at collision hotspot, strong public support, developed through CC workshops	50
Center Street Underpass Improvements	Underpass beautification and ped enhancements	W. D St.	W. B C St.	0.16	Short-Term	2022	\$551,000	Improves safety and placemaking along one of the few routes for pedestrians between downtown and north Casper due to the railroad tracks, allocated in MTIP 2020-2023	49
Trail system pedestrian bridges (north and west Casper)	Pedestrian bridges for trails in West and North Casper	N. Lincoln St., Roberston Rd.	North Platte Park, Paradise Valley	n/a	Short-Term	2022	\$661,000	Provides multimodal access for west and north Casper residents over natural barrier, improves access to trail system, Comprehensive Plan priority, allocated in MTIP 2020-2023	49
Midwest Avenue bike lane to Casper Rail Trail	Bike lane on Midwest Ave	Poplar St.	Casper Rail Trail	0.32	Short-Term	2024	\$60,000	Quick fix to network gap, improves trail access	47
Robertson Road sidewalks, lights, and beautification	Sidewalks Street Light, and Beautification	Robertson Rd.	Poison Spider Rd.	1.15	Short-Term	2021	\$566,000	Improves walkability and safety, supports new housing development in Mills allocated in MTIP 2020-2023	46
Old Yellowstone Highway sidewalks, lights, and beautification	Sidewalks Street Light, and Beautification	N. 6th Ave	SW. Wyoming Blv.	1.13	Short-Term	2022	\$1,156,000	Improves walkability and safety, provides connection to future Wyoming Blv Project, allocated in MTIP 2020-2023	46
Durbin Street bike lanes extension	Bike lanes on Casper Mtn Dr/Durbin St	Campus Dr.	15th St.	0.21	Short-Term	2023	\$38,000	Quick fix to network gap that improves access and safety to major destination (Casper College)	46
Casper Rail Trail Extension	Extend Casper Rail Trail (existing RR ROW)	Hat 6 Rd.	Edness Kimball Wilkins Park entrance	2.59	Short-Term	2023	\$1,287,000	Extends low-stress network and enhances links to recreation	45
E. Yellowstone Hwy intersection improvements	Complete intersection treatments at 1st and 2nd, add HAWK crossing for Rail Trail including extension of sidepath	E. 1st St.	E. 2nd St.	n/a	Short-Term	2023	\$804,000	Provides critical safety improvements and bridges gaps in multimodal network	45
Blackmore Road Bike Lanes	Bike lane on Blackmore Rd	E. 2nd St.	Casper Rail Trail	0.7	Short-Term	2023	\$126,000	Fills network gaps identified in community workshops	43
Hat 6 Road Bike Lanes	Bike lanes on Hat 6 Rd	E. 2nd St.	Casper Rail Trail	0.75	Short-Term	2023	\$135,000	Fills network gaps identified in community workshops	43
E 2nd Street Bike Lanes	Bike lane on E 2nd St	Blackmore Rd.	Hat 6 Rd.	1.73	Short-Term	2023	\$308,000	Fills network gaps identified in community workshops	41
2nd Street reconstruction	2nd Street reconstruction	Curtis St.	Williams St.	0.18	Short-Term	2024	\$493,000	Adds sidewalks	38
Texas Street extension	Extend Texas Street behind Baymont Hotel	Miracle Dr.	E. Yellowstone Hwy.	0.16	Short-Term	2024	\$493,000	Serves business growth (WBC funds), allocated in MTIP 2020-2023, need to design without conflict to Rail Trail and Hwy 20	32

College Drive bike lanes and intersection treatments	Restripe College Dr with bike lanes, remove on-street parking, replace slip lane at Wolcott with bolards for bikes only	Ash St.	Wolcott St.	0.26	Short-Term	2022	\$56,000	Enhances multimodal connectivity and safety to Casper College, Replaces previously evaluated project, specs discussed with Andrew Beamer	X
College Drive mixed-use path to Casper College	Mixed-use path along College Drive connecting to new bike lanes east of Ash St	Ash St.	Poplar St.	0.82	Short-Term	2022	\$441,000	Enhances multimodal connectivity and safety to Casper College, Replaces previously evaluated project, specs discussed with Andrew Beamer	X
I-25 Casper marginal reconstruction / Structure replacement over Platte River	Reconstruct I-25 Casper marginal with new structures over Platte River	Center St.	Poplar St.	1.08	Short-Term	2022	\$25,366,000	WYDOT priority, allocated in MTIP 2020-2023, added after evaluation scoring	X
13th Street Platte River Parkway extension	Mixed use path on north side of 13th from trail at Fort Caspar to trail at King Blv	SW. Wyoming Blv.	King Blv.	0.62	Short-Term	2023	\$308,000	Prioritized by Platte River Trails Trust and added after evaluation scoring	X
Brian Stock Trail sidepath	Improve existing path connection over bridge and provide mixed use path or sidewalk along BST to McKenzie Park	south of North Platte River	McKenzie Park	0.23	Short-Term	2024	\$119,000	Prioritized by Platte River Trails Trust and added after evaluation scoring	X
E. 14th Street and Farnum Street Bike Boulevard	Bicycle Boulevard treatments on E. 14th St (Wolcott to McKinley) and on Farnum (McKinley to Sage Creek Path	Wolcott St.	Sage Creek Path	1.93	Short-Term	2025	\$336,000	CATBP near-term priority project, added after evaluation scoring	X
Beech Street Bike Lanes/Bike Boulevard	Mixed bike lanes and bicycle boulevard on Beech Street	A St.	15th St.	1.1	Short-Term	2025	\$116,000	CATBP near-term priority project, added after evaluation scoring	X
Wolcott Street 2-way conversion, streetscape improvements	Convert to 2-way	Midwest Ave.	C St.	0.39	Short-Term	2026	\$426,000	Supports downtown retail, improves safety	44
Durbin Street 2-way conversion, bike lanes extension	Convert to 2-way	Midwest Ave.	C St.	0.36	Short-Term	2026	\$402,000	Supports downtown retail, improves safety, extends bike lane	44
CY/Wyoming Boulevard intersection and approach redesign	Add 1 l access lane on CY Ave (EB only), remove signal at CY/Wyo via overpass, connect trail gap with underpass on north side and bring sidepath north-south to connect to potential Wyoming Blv sidepath	Wolf Creek Rd.	Denis Dr.	0.53	Med-Term	2030	\$39,238,000	Addresses future network congestion, reduces existing delays, reduces modal conflicts, enhances and extends multimodal network, improves access to major retail center	41
SE Wyoming Boulevard widening (northbound)	SE Wyo Blv (expand from 4 to 5 lanes (+1NB))	E. 15th St.	Blackmore Rd.	0.5	Med-Term	2030	\$2,011,000	Addresses future network congestion, alternative to EBL	29
Westwinds Road extension to Airport	New Construction Westwinds Road extension to Airport	end of Westwinds Rd. (north of Bar Nunn)	CR 119	5.15	Med-Term	2030	\$21,099,000	Desired by County Commission and Airport for economic development, builds off I-25 interchange investment, supportive of goods movement, eligible for IRP funds	29
SE Wyoming Blv widening	SE WYO BLV widen from 2 lanes to 4 lanes (add barriers between N/S lanes for safety)	Casper Mtn Rd.	E. 15th St.	3.89	Med-Term	2030	\$12,210,000	Addresses future network delay and existing delay and safety concerns. Lower cost and higher utility alternative to East Belt Loop as expressed by public comments, should be built and monitored before committing to EBL	29

N. Salt Creek Hwy widening	N Salt Creek Hwy (expand 2 to 4 lanes)	Howard St.	Antelope Dr.	0.67	Med-Term	2031	\$2,235,000	Improve safety and relieves future model congestion	29
Legion Lane Extension	Legion Lane extension	Wyoming Blv.	E. 2nd St.	0.28	Med-Term	2032	\$1,224,000	Design to improve pedestrian access and infill development, would require redevelopment of some parcels	44
N Center St railroad underpass widening	N Center St RR underpass expansion (widen from 2 to 4 lanes)	E. B C St.	W. D St.	0.16	Med-Term	2032	\$14,827,000	Addresses future network congestion and facilitate more downtown access, however would require rework of underpass improvements and may be particularly difficult to design and implement given BNSF structure and ROW	34
N Salt Creek Hwy northbound expansion	N Salt Creek Hwy (expand 2 to 3 lanes (+1NB))	W. Yellowstone Hwy.	Hwy 20/26 off-ramp	1.33	Long Term	2034	\$4,568,000	Potentially addresses future Salt Creek congestion, supportive of goods movement	29
Polaris Drive (new minor arterial)	Polaris Drive (new connection)	Westwinds Rd.	Salt Creek Hwy	4.15	Long Term	2034	\$36,004,000	Reduces emergency response times for Bar Nunn, relieves future Salt Creek congestion, helps constrain future development in Bar Nunn towards infill growth within existing footprint	29
CY Ave widening	CY Ave widen from 4 lanes to 6 lanes	S. Robertson Rd.	divided CY Ave. near Poplar St.	4.32	Long Term	2045	\$41,696,000	Addresses existing and future delay and demand but costly that may detract from goals. Should be reassessed in future depending on changes to CY & Wyoming intersection. Project should also be revised to include high quality separated facility for bicycles and pedestrians	29
New connection (E. of Blackmore Rd to 2nd St)	2nd Street/21st Street Connector (new minor arterial)	East of Blackmore Rd.	E. 2nd St.	1.02	Long Term	2040	\$5,746,000	For funding by private development as needed	28
26th St extension	26th St (extension of collector)	Sagewood Ave.	Casper Country Club Rd.	1.13	Long Term	2040	\$4,045,000	Low priority, dependant on future development, would extend sidewalks	32
Roberston Rd widening	Roberston RD (widen from 2 to 4 lanes)	CY Ave.	West Belt Loop	2.9	Long Term	2045	\$12,236,000	Lower priority for future demand, widening should be revised to include multimodal improvements	28
Landmark Dr widening	Landmark Dr (expand from 2 to 4 lanes)	Blackmore Rd.	Caseda Dr.	0.2	Long Term	2045	\$1,250,000	Lower priority for future demand, widening should be revised to include multimodal improvements	27
E. Collins, S. Kimball, and E Yellowstone Widening	E Collins/S Kimball/ E Yellowstone Hwy (from 2 to 4 lanes)	Durbin St.	E. 2nd St.	0.22	Long Term	2045	\$1,748,000	Lower priority for future demand, widening should be revised to include multimodal improvements	27
Curtis St widening	Curtis St (widen from 2 to 4 lanes)	E. Yellowstone Hwy	3rd St	0.32	Long Term	2048	\$2,476,000	Lower priority for future demand, widening should be revised to include multimodal improvements	27
Casper Mtn Rd widening	Casper Mtn Rd (widen from 2 to 4 lanes)	Goodstein Dr.	T-Bird Dr.	2.11	Long Term	2048	\$11,544,000	Lower priority for future demand, widening should be revised to include multimodal improvements	27
New connection (CY Ave to Wyoming Blv)	CY Ave/Wyoming (new major collector)	CY Ave (near Paradise Dr.)	Wyoming Blv. (near Arroyo Dr.)	1.86	Long Term	2048	\$18,413,000	Low priority, dependant on future development	27

East Belt Loop Road	New arterial from Wyoming Blv to Hat Six Road	Wyoming Blv.	Hat 6 Rd.	5.12	Long Term	2048	\$60,735,000	Opposed by public and in conflict with Plan goals. Completion of the West Belt Loop serves the demand for bypass truck traffic. Capacity and safety improvements to Wyoming Blv are preferred by the community and would pose less impacts with much lower costs. This should be reframed as a long-term low priority with further study needed in the future	30
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REVENUE ESTIMATES

REVENUE ESTIMATES 2020 – 2048

	Total Federal & State	Total Grants	Total One Cent	Total Other Local	Total
Year 2020	\$ 25,936,661	\$ 1,895,693	\$ 6,389,307	\$ 1,545,946	\$ 35,767,607
Year 2021	\$ 21,718,651	\$ 375,000	\$ 7,327,730	\$ 2,888,416	\$ 32,309,797
Year 2022	\$ 23,045,073	\$ -	\$ 4,760,000	\$ 2,070,000	\$ 29,875,073
Year 2023	\$ 23,400,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,044,000
Year 2024	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2025	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2026	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Near-Term Total	\$ 165,800,385	\$ 5,818,693	\$ 36,317,037	\$ 15,692,362	\$ 223,628,477
Year 2027	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2028	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2029	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2030	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2031	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2032	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2033	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Medium-Term Total	\$ 167,300,000	\$ 6,209,000	\$ 31,220,000	\$ 16,079,000	\$ 220,808,000
Year 2034	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2035	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2036	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2037	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2038	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2039	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2040	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2041	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2042	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2043	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2044	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2045	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2046	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2047	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Year 2048	\$ 23,900,000	\$ 887,000	\$ 4,460,000	\$ 2,297,000	\$ 31,544,000
Long-Term Total	\$ 358,500,000	\$ 13,305,000	\$ 66,900,000	\$ 34,455,000	\$ 473,160,000
LRTP Total	\$ 691,600,385	\$ 25,332,693	\$ 134,437,037	\$ 66,226,362	\$ 917,596,477

Revenue estimates provided by Aaron Kloke, Casper Area MPO Supervisor and confirmed with MPO staff.

January 6, 2020

MEMO TO: J. Carter Napier, City Manager 
FROM: Liz Becher, Community Development Director 
SUBJECT: Approval and Adoption of Connecting Crossroads: Long Range Transportation Plan

Meeting Type & Date:

Regular Council Meeting, February 4, 2020.

Action Type:

Resolution

Recommendation: That Council, by resolution, approves and adopts the Connecting Crossroads: Long Range Transportation Plan (LRTP) conducted by the Metropolitan Planning Organization (MPO).

Summary:

The Long Range Transportation Plan fulfills a federally-mandated requirement to provide a long term transportation vision for the MPO area. This plan is the building block for future funding sources within the MPO. Without this plan, transportation projects in municipalities within the Metropolitan Planning Area would not be eligible for federal funding assistance.

The MPO, through the City, contracted with consulting firm, Nelson/Nygaard Consulting Associates, to complete the 2019 update. This plan has a horizon of 2048 and addresses all modes of transportation, including streets, bicycle and pedestrian facilities, transit, air service (passenger and freight), and rail. Major recommendations for improvements will be listed in the Long Range plan, and future federal revenues for transportation projects are dependent upon the completion of this plan.

Projects listed in the LRTP are eligible to be placed on the Metropolitan Transportation Improvement Program (TIP), which is then evaluated and approved for State funding by the Governor on the State Transportation Improvement Program (STIP). This process ensures that transportation projects are adequately prioritized and not duplicative in nature.

This Plan has been approved by the MPO Policy Committee. This action by Council is intended to be an endorsement for, and support of, projects listed in the LRTP for which the City of Casper may have an interest.

Financial Considerations: Funding for this project comes from the MPO, including federal monies and contributions from member agencies. The MPO 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.

The Metropolitan Planning Organization (MPO) is comprised of local government entities in the Casper metro area including the City of Casper, Natrona County, the Towns of Evansville, Mills and Bar Nunn, and the Wyoming Department of Transportation (WYDOT). All members of the MPO have assigned staff representatives to the Technical Committee, and elected officials to the Policy Committee. The MPO is funded by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) through WYDOT. MPO funding is intended to be used primarily for planning purposes and not for capital construction.

Oversight/Project Responsibility: MPO Staff in the Community Development Department

Attachments:

Resolution

Connecting Crossroads: Long Range Transportation Plan

RESOLUTION NO.20-26

A RESOLUTION APPROVING AND ADOPTING THE
CONNECTING CROSSROADS LONG RANGE
TRANSPORTATION PLAN FOR THE CASPER
METROPOLITAN AREA.

WHEREAS, the Casper Area Metropolitan Planning Organization (MPO) initiated an update to the Long Range Transportation Plan (LRTP) that is required by the Federal Highway Administration (FHWA) every five years; and,

WHEREAS, the LRTP represents a planning process for the Casper Urbanized Area; including the City of Casper, Towns of Evansville, Mills and Bar Nunn, and Natrona County; and,

WHEREAS, the LRTP analyzes existing conditions and future growth projections for the Casper Urbanized Area as they relate to transportation and provides a number of recommendations to address transportation deficiencies through the year 2048 as identified in the analysis and projections; and,

WHEREAS, the MPO Policy Committee passed a motion at their meeting on January 23, 2020 to approve the Plan; and,

WHEREAS, it is the desire of the governing body of the City of Casper to approve and adopt said Plan for the Casper Urbanized Area.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Connecting Crossroads Long Range Transportation Plan is hereby approved and adopted.

PASSED, APPROVED, AND ADOPTED on this 4th day of February 2020.

APPROVED AS TO FORM:



ATTEST:

Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Steven K. Freel
Mayor

January 22, 2020

MEMO TO: J. Carter Napier, City Manager *gan*
FROM: Liz Becher, Community Development Director *lb*
SUBJECT: Professional Service Contracts for Wireless Consultants

Meeting Type & Date

Regular Council Meeting February 4, 2020

Action type
Resolution.

Recommendation

That Council, by resolution, approve Professional Service Contracts with three (3) consultants to assist the City of Casper with Wireless Communication Facility reviews.

Summary

The City's regulations for Wireless Communication Facilities are found in Section 17.12.124 (Towers) of the Casper Municipal Code. In 2017 and 2018, the City Council updated the Municipal Code to reflect changes in federal laws that govern local zoning standards and procedures for wireless communications which changed substantially. The manner in which the review of applications must occur, and the maximum statutory timelines involved, together, require technical expertise and qualifications which nobody employed by the City possess. As a result, the City's updated regulations were drafted to allow for third-party consultants to assist the City, at the sole cost of the Wireless Communications Facility applicants.

The City issued a Request for Qualifications (RFQ), and received Statements of Qualifications from three (3) wireless consultants. City staff reviewed the qualifications of each of the three (3), and determined that they all meet the requested qualifications. The benefit of having three (3) contracted consultants is that it ensures competitive pricing and multiple choices to applicants, who are ultimately paying for the service.

Financial Considerations

The City will not incur any costs, and all consultant fees will be paid by the applicants.

Oversight/Project Responsibility

Craig Collins, City Planner, will be responsible for overseeing wireless consultants and applications.

Attachments

Three (3) Resolutions
RFQ
Three (3) Professional Service Contracts

October 1, 2019

REQUEST FOR STATEMENT OF QUALIFICATIONS
TO REVIEW WIRELESS COMMUNICATION FACILITIES
FOR THE
CITY OF CASPER, WYOMING

Introduction

The purpose of this request for a Statement of Qualifications is to provide the City of Casper with a listing of qualified professional Consultants to provide professional services for the purpose of assisting, advising and representing the City on matters relating to reviewing and analyzing applications received by the City for Wireless Communication Facilities and other telecommunications-related matters and issues.

Submittal Procedures

Three (3) copies of a Statement of Qualifications prepared in response to this solicitation must be submitted to the following address by 4:30 p.m., local time, November 8, 2019:

Craig Collins, City Planner
City of Casper
200 North David Street
Casper, WY 82601
Phone 307-235-8241

The following general framework should be used in the Statement of Qualifications:

1. Introduction. A brief introduction of the individual(s) or firm(s) involved in the proposal, including year established and any former names of the firm, as well as contact information including name, address, telephone and Email addresses.
2. A description/summary of relevant experience reviewing Wireless Communication Facilities on behalf of a governmental entity or municipality, to include contact information for the agency or municipality.
3. A statement as to whether the Consultant has any professional agreements, whether direct or indirect, with any members of the wireless industry or the tower ownership/management industry and, if so, what companies.
4. A summary of past projects that were successfully completed related to wireless communications including developing and/or updating policies and regulations for Cities/Counties and Municipalities; siting, design or construction of wireless facilities, and site acquisition. Provide contact

information for carrier or tower company personnel with whom work was completed.

5. Provide certificates of insurance indicating policy limits.
6. Personnel. Identify personnel, including expertise and qualifications of key team members, anticipated to be assigned to conduct analysis of applications.
7. References. Provide a list of past clients for whom the firm has performed similar work. For each reference include a contact name, phone number, and address. Include a minimum of three (3) references and no more than five (5).

Evaluation Criteria

In order to be considered, a Statement of Qualifications must comply with all requested information/data in this Request for Statement of Qualifications. Requests for Qualifications will be considered according to the standards listed below.

General Criteria for Evaluating Statement of Qualifications.

Experience: The experience of the proposed Consultants should be documented, including experience in projects similar to the projects typically reviewed by the City of Casper.

Expertise: Specific expertise is desirable in a variety of areas including the following: RF Engineering, Site Acquisition, Legal/Law, and a demonstrated in-depth understanding of the constantly changing Federal laws related to Wireless Communications. Professional references shall be provided wherever practicable.

Workability: The Statement of Qualifications should provide assurance of the demonstrated ability of the Consultant to work with a diverse group of individuals and agencies including citizens, property owners, businesses, and governmental organizations.

Conflicts of Interest: The qualifications statement shall specifically address any possible conflicts of interest and the consultant's position or response as to whether or not such other work or relationship may be deemed a conflict of interest.

Special Qualifications: The qualification statement shall identify any specific qualifications which might make the consultant uniquely qualified to provide the requested services. These may include similar work experience related to another community of similar size or a project of similar design.

Professional Staff: The experience of the proposed Consultant's personnel assigned to this project shall be noted. Individual biographical resumes with specific relevant experience shall be included.

Following review of the submitted proposals, qualified consultants will be selected, and placed on a list as eligible to review all City of Casper Wireless Facilities applications on the City's behalf, and to provide in-depth analysis to City staff and elected/appointed officials as to the project's compliance with all local, state and federal laws. At such time as the City determines the need for a Consultant's services for a proposed Wireless Facilities application, the selected Consultants will review the proposal. Based on this review, the Consultants will be asked to provide a fee schedule and estimate to perform the review on the City's behalf. The applicant for the wireless communication facility will have its choice of Consultants, provided that the Consultant's turn-around time leaves the City with ample time to comply with applicable shot-clocks and otherwise complete its review of the application. The selected Consultant will be required to timely execute a professional services contract with the City with its standard terms and conditions.

Acceptance

The City of Casper reserves the right to reject any or all Statements of Qualifications, to waive informalities and irregularities in Statements of Qualifications, and to enter into a contract with any Consultant based solely upon the initial Statement of Qualifications.

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 4th day of February, 2020, 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. Digital Skylines, Inc., 11340 N. 105th Pl., Scottsdale, Arizona 85259 ("Consultant").

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

RECITALS

A. The City is undertaking the review of proposed Wireless Communication Facilities, pursuant to Section 17.12.124 of the Casper Municipal Code.

B. The project requires professional services to assist the City with the technical review of said Wireless Communication Facilities.

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

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

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

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project:

A. The Consultant shall, in a timely manner, review applications on the City's behalf for Wireless Communication Facilities to ascertain a project's compliance with Section 17.12.124 of the Casper Municipal Code.

B. At such time that the City receives an application for a Wireless Communication Facility, the City will notify the Consultant of the project, and provide the necessary details about the project to allow the Consultant to develop a fee proposal to complete the review of the project, according to statutory timelines, which shall be submitted to the City within five (5) days of receipt.

- C. All fee proposals from contracted Consultants will be provided to the applicant, and the applicant will then accept whichever proposal it wishes, and pay the City the fee in full. Once the City has received the fee, the selected Consultant shall commence the review of the application upon receipt of a written Notice to Proceed from the City.
- D. Along with the Notice to Proceed, the City will forward all application materials to Consultant, and the Consultant shall make a determination, and notify the City as to whether the application is complete within five (5) days. If the application is incomplete, Consultant shall provide a listing of all deficiencies that must be corrected for the application to be considered complete.
- E. Once the application has been determined to be complete, the Consultant shall review the application and provide a written report to the City within seven (7) calendar days, outlining the application's compliance with all applicable laws and regulations, and providing a recommendation to the City of any suggested conditions of approval, corrections, requests for additional information, reasons for a denial, etc.
- F. As requested by the City, the Consultant shall be available to attend meetings of the Planning and Zoning Commission and/or the City Council via electronic means and/or in person. The Consultant shall prepare graphics necessary to thoroughly describe the application in a straightforward manner. Unless specifically requested by the City, physical attendance at these meetings by the Consultant is not required, and they are not included in the initial fee schedule.
- G. Consultant will limit all communication on a proposal to only City staff, unless City staff specifically requests direct communication between the Consultant and an applicant.
- H. Time is of the essence. All reviews, communications, requests, and recommendations by the Consultant must be completed according to the direction of City staff to ensure adequate time to process the application through the appropriate reviewing official(s) and meet applicable "shot-clocks" and other relevant timelines.

2. TIME OF PERFORMANCE:

The term for this contract shall be for a period of five (5) years, commencing on the date of final execution.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed based on the Consultant's fee schedule approved with the official Notice to Proceed.

4. METHOD OF PAYMENT:

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

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

5. TERMS AND CONDITIONS:

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

6. EXTENT OF CONTRACT:

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

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

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

Walter Tremel

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Mayor

WITNESS

CONSULTANT
Digital Skylines, Inc.

By: Nancy Tabar

By: Kevin T. Howell

Printed Name: Nancy Tabar

Printed Name: Kevin T. Howell

Title: Accountant

Title: President

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

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

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

2. CHANGES:

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

3. ASSIGNABILITY:

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

4. AUDIT:

The City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Consultant which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

5. EQUAL EMPLOYMENT OPPORTUNITY:

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

6. OWNER OF PROJECT MATERIALS:

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

7. FINDINGS CONFIDENTIAL:

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

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

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

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to** the commencement of work, Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its subconsultants, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. *Higher Limits.* If the Consultant maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

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

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant.

2. *Primary Coverage*

For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its officers, elected and appointed officials, employees, agents or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

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

5. *Deductibles and Self-Insured Retentions*

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

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

6. *Acceptability of Insurers*

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

7. *Claims Made Policies*

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

- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- b. *Intentionally Omitted.*
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *three (3)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete,

certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from subconsultants.

10. *Special Risks or Circumstances*

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

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

12. INTENT:

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

13. WYOMING GOVERNMENTAL CLAIMS ACT:

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

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce

this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

RESOLUTION NO. 20-27

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH DIGITAL SKYLINES, INC. TO PROVIDE TECHNICAL ASSISTANCE TO THE CITY REGARDING APPLICATIONS FOR WIRELESS COMMUNICATIONS FACILITIES.

WHEREAS, the City of Casper issued a Request for Qualifications (RFQ) to find multiple qualified Consultants to assist, advise and represent the City of Casper with Wireless Communication Facility reviews; and,

WHEREAS, the City received Statements of Qualifications from three (3) Consultants, all of whom were vetted, and determined to be qualified; and,

WHEREAS, pursuant to the Casper Municipal Code, all Consultant costs will be paid by the Wireless Communication Facility applicants, at no cost to the City; and,

WHEREAS, contracting with three (3) individual Consultants will give applicants a choice of Consultants to perform reviews, and will provide competitive pricing; and,

WHEREAS, the Consultants are ready, willing and able to provide their services to the City of Casper, under the terms and conditions of their individual Professional Services Contracts with the City of Casper.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with Digital Skylines, Inc.

PASSED, APPROVED, AND ADOPTED this 4th day of February, 2020 .

APPROVED AS TO FORM:



ATTEST:

Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Steven K. Freel
Mayor

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 4th day of February, 2020, 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. River Oaks Communications Corporation, 6860 South Yosemite Court, Suite 2000, Centennial, Colorado 80112 ("Consultant").

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

RECITALS

- A. The City is undertaking the review of proposed Wireless Communication Facilities, pursuant to Section 17.12.124 of the Casper Municipal Code.
- B. The project requires professional services to assist the City with the technical review of said Wireless Communication Facilities.
- C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.
- D. The City desires to retain the Consultant for such services.

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

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project:

- A. The Consultant shall, in a timely manner, review applications on the City's behalf for Wireless Communication Facilities to ascertain a project's compliance with Section 17.12.124 of the Casper Municipal Code.
- B. At such time that the City receives an application for a Wireless Communication Facility, the City will notify the Consultant of the project, and provide the necessary details about the project to allow the Consultant to develop a fee proposal to complete

the review of the project, according to statutory timelines, which shall be submitted to the City within five (5) days of receipt.

- C. All fee proposals from contracted Consultants will be provided to the applicant, and the applicant will then accept whichever proposal it wishes, and pay the City the fee in full. Once the City has received the fee, the selected Consultant shall commence the review of the application upon receipt of a written Notice to Proceed from the City.
- D. Along with the Notice to Proceed, the City will forward all application materials to Consultant, and the Consultant shall make a determination, and notify the City as to whether the application is complete within five (5) days. If the application is incomplete, Consultant shall provide a listing of all deficiencies that must be corrected for the application to be considered complete.
- E. Once the application has been determined to be complete, the Consultant shall review the application and provide a written report to the City within seven (7) calendar days, outlining the application's compliance with all applicable laws and regulations, and providing a recommendation to the City of any suggested conditions of approval, corrections, requests for additional information, reasons for a denial, etc.
- F. As requested by the City, the Consultant shall be available to attend meetings of the Planning and Zoning Commission and/or the City Council via electronic means and/or in person. The Consultant shall prepare graphics necessary to thoroughly describe the application in a straightforward manner. Unless specifically requested by the City, physical attendance at these meetings by the Consultant is not required, and they are not included in the initial fee schedule.
- G. Consultant will limit all communication on a proposal to only City staff, unless City staff specifically requests direct communication between the Consultant and an applicant.
- H. Time is of the essence. All reviews, communications, requests, and recommendations by the Consultant must be completed according to the direction of City staff to ensure adequate time to process the application through the appropriate reviewing official(s) and meet applicable "shot-clocks" and other relevant timelines.

2. TIME OF PERFORMANCE:

The term for this contract shall be for a period of five (5) years, commencing on the date of final execution.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed based on the Consultant's fee schedule approved with the official Notice to Proceed.

4. METHOD OF PAYMENT:

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

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

5. TERMS AND CONDITIONS:

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

6. EXTENT OF CONTRACT:

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

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

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM



Wireless Facility Professional Service Contract
River Oaks Communications Corporation

Page 3 of 11

ATTEST


CITY OF CASPER, WYOMING
A Municipal Corporation

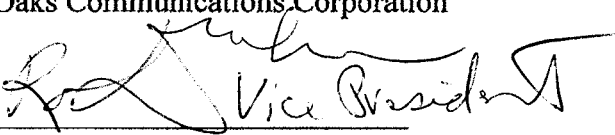
Fleur D. Tremel
City Clerk

Steven K. Freel
Mayor

WITNESS

CONSULTANT
River Oaks Communications Corporation

By: 
Printed Name: THOMAS F. DUCHON
Title: PRESIDENT

By: 
Printed Name: Robert Duchon
Title: Vice President

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

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

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

2. CHANGES:

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

3. ASSIGNABILITY:

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

4. AUDIT:

The City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Consultant which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

5. EQUAL EMPLOYMENT OPPORTUNITY:

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

6. OWNER OF PROJECT MATERIALS:

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

7. FINDINGS CONFIDENTIAL:

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

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

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

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to the commencement of work, Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its subconsultants, agents, representatives, or employees.**

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. *Higher Limits.* If the Consultant maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

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

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its officers, elected and appointed officials, employees, agents or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

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

5. *Deductibles and Self-Insured Retentions*

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

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

6. *Acceptability of Insurers*

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

7. *Claims Made Policies*

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

- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- b. *Intentionally Omitted*
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *three (3)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from subconsultants.

10. *Special Risks or Circumstances*

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

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

12. INTENT:

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

13. WYOMING GOVERNMENTAL CLAIMS ACT:

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

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

RESOLUTION NO.20-28

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH RIVER OAKS COMMUNICATION CORPORATION TO PROVIDE TECHNICAL ASSISTANCE TO THE CITY REGARDING APPLICATIONS FOR WIRELESS COMMUNICATIONS FACILITIES.

WHEREAS, the City of Casper issued a Request for Qualifications (RFQ) to find multiple qualified Consultants to assist, advise and represent the City of Casper with Wireless Communication Facility reviews; and,

WHEREAS, the City received Statements of Qualifications from three (3) Consultants, all of whom were vetted, and determined to be qualified; and,

WHEREAS, pursuant to the Casper Municipal Code, all Consultant costs will be paid by the Wireless Communication Facility applicants, at no cost to the City; and,

WHEREAS, contracting with three (3) individual Consultants will give applicants a choice of Consultants to perform reviews, and will provide competitive pricing; and,

WHEREAS, the Consultants are ready, willing and able to provide their services to the City of Casper, under the terms and conditions of their individual Professional Services Contracts with the City of Casper.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with River Oaks Communication Corporation.

PASSED, APPROVED, AND ADOPTED this 4th day of February, 2020.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Steven K. Freel
Mayor

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 4th day of February, 2020, 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. Sublight Engineering PLLC, 213 N Evergreen Street, Arlington, Virginia 22203, (Consultant").

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

RECITALS

- A. The City is undertaking the review of proposed Wireless Communication Facilities, pursuant to Section 17.12.124 of the Casper Municipal Code.
- B. The project requires professional services to assist the City with the technical review of said Wireless Communication Facilities.
- C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.
- D. The City desires to retain the Consultant for such services.

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

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project:

- A. The Consultant shall, in a timely manner, review applications on the City's behalf for Wireless Communication Facilities to ascertain a project's compliance with Section 17.12.124 of the Casper Municipal Code.
- B. At such time that the City receives an application for a Wireless Communication Facility, the City will notify the Consultant of the project, and provide the necessary details about the project to allow the Consultant to develop a fee proposal to complete

the review of the project, according to statutory timelines, which shall be submitted to the City within five (5) days of Consultant's receipt of such materials.

- C. All fee proposals from contracted Consultants will be provided to the applicant, and the applicant will then accept whichever proposal it wishes, and pay the City the fee in full. Once the City has received the fee, the selected Consultant shall commence the review of the application upon receipt of a written Notice to Proceed from the City.
- D. Along with the Notice to Proceed, the City will forward all application materials to Consultant, and the Consultant shall make a determination, and notify the City as to whether the application is complete within five (5) days of Consultant's receipt of such materials. If the application is incomplete, Consultant shall provide a listing of all deficiencies that must be corrected for the application to be considered complete.
- E. Once the application has been determined to be complete, the Consultant shall review the application and provide a written report to the City within seven (7) calendar days of Consultant's receipt of such materials, outlining the application's compliance with all applicable laws and regulations, and providing a recommendation to the City of any suggested conditions of approval, corrections, requests for additional information, reasons for a denial, etc.
- F. As requested by the City, the Consultant shall be available to attend meetings of the Planning and Zoning Commission and/or the City Council via electronic means and/or in person. The Consultant shall prepare graphics necessary to thoroughly describe the application in a straightforward manner. Unless specifically requested by the City, physical attendance at these meetings by the Consultant is not required, and they are not included in the initial fee schedule.
- G. Consultant will limit all communication on a proposal to only City staff, unless City staff specifically requests direct communication between the Consultant and an applicant.
- H. Time is of the essence. All reviews, communications, requests, and recommendations by the Consultant must be completed according to the direction of City staff to ensure adequate time to process the application through the appropriate reviewing official(s) and meet applicable "shot-clocks" and other relevant timelines.

2. TIME OF PERFORMANCE:

The term for this contract shall be for a period of five (5) years, commencing on the date of final execution.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed based on the Consultant's fee schedule approved with the official Notice to Proceed.

4. METHOD OF PAYMENT:

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

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

5. TERMS AND CONDITIONS:

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

6. EXTENT OF CONTRACT:

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

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

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM



Wireless Facility Professional Service Contract
Sublight Engineering PLLC

Page 3 of 11

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Steven K. Freel
Mayor

WITNESS

CONSULTANT
Sublight Engineering, PLLC

By: Elizabeth Pennisi

By: Matthew J. Butcher

Printed Name: Elizabeth Pennisi

Printed Name: Matthew J. Butcher

Title: writer

Title: Principal

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

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

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

2. CHANGES:

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

3. ASSIGNABILITY:

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

4. AUDIT:

The City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Consultant which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

5. EQUAL EMPLOYMENT OPPORTUNITY:

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

6. OWNER OF PROJECT MATERIALS:

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

7. FINDINGS CONFIDENTIAL:

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

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

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

11. INSURANCE AND INDEMNIFICATION:

A. Prior to the commencement of work, Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its subconsultants, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. *Higher Limits.* If the Consultant maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

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

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its officers, elected and appointed officials, employees, agents or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

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

5. *Deductibles and Self-Insured Retentions*

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

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

6. *Acceptability of Insurers*

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

7. *Claims Made Policies*

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

- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- b. *Intentionally Omitted.*
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *three (3)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from subconsultants.

10. *Special Risks or Circumstances*

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

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

12. INTENT:

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

13. WYOMING GOVERNMENTAL CLAIMS ACT:

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

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

RESOLUTION NO.20-29

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH SUBLIGHT ENGINEERING PLLC TO PROVIDE TECHNICAL ASSISTANCE TO THE CITY REGARDING APPLICATIONS FOR WIRELESS COMMUNICATIONS FACILITIES.

WHEREAS, the City of Casper issued a Request for Qualifications (RFQ) to find multiple qualified Consultants to assist, advise and represent the City of Casper with Wireless Communication Facility reviews; and,

WHEREAS, the City received Statements of Qualifications from three (3) Consultants, all of whom were vetted, and determined to be qualified; and,

WHEREAS, pursuant to the Casper Municipal Code, all Consultant costs will be paid by the Wireless Communication Facility applicants, at no cost to the City; and,

WHEREAS, contracting with three (3) individual Consultants will give applicants a choice of Consultants to perform reviews, and will provide competitive pricing; and,

WHEREAS, the Consultants are ready, willing and able to provide their services to the City of Casper, under the terms and conditions of their individual Professional Services Contracts with the City of Casper.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with Sublight Engineering PLLC.

PASSED, APPROVED, AND ADOPTED this 4th day of February, 2020 .

APPROVED AS TO FORM:





ATTEST:

Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Steven K. Freel
Mayor

December 26, 2019

MEMO TO: J. Carter Napier, City Manager 
FROM: Keith McPheeters, Chief of Police 
SUBJECT: Authorizing a Contract with PCN Strategies, Inc, to provide additional In-Car/Body Worn Video Camera Equipment and Networking Equipment to Outfit Eleven New and Existing Police Vehicles, in the Total Amount of One Hundred Thirty-One Thousand Seven Hundred Eighty-Two Dollars and Fifty-Three Cents (\$131,782.53).

Meeting Type & Date
Regular Council Meeting
February 4, 2020

Action type
Resolution

Recommendation

That Council, by resolution, authorize a contract with PCN Strategies, Inc. to provide additional in-car/body worn video camera equipment and networking equipment to outfit eleven (11) new and existing police vehicles, in the total amount of one hundred thirty-one thousand, seven hundred eighty-two dollars and fifty-three cents (\$131,782.53).

Summary

The Casper Police Department has purchased eleven (11) new police vehicles that will need to be outfitted with Getac video equipment. PCN Strategies is the current vendor used to purchase and install the in-car/body worn Getac video system. This purchase will provide enough equipment to outfit all existing and new police vehicle purchases.

Financial Considerations

Funding source for this project will come from the Fleet budget

Oversight/Project Responsibility

Scott Hoffman, Police Technologies Manager
Taylor Gilbert, Police Fleet Coordinator

Attachments

Contract for Professional Services
Resolution

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 2 day of January ~~2018~~, ²⁰ 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. PCN Strategies, Inc., 1612 K. Street NW, Suite 802, Washington, District of Columbia 20006 ("Consultant"), an authorized dealer of Getac Video Solutions.

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

RECITALS

- A. The City is undertaking a project for the purchase and installation of video and mounting equipment for the In-Car/Body-Worn Camera system.
- B. The project requires professional services for the purchase, delivery and warranty of In-Car/Body-Worn Camera system.
- C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.
- D. The City desires to retain the Consultant for such services.

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

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project:

1. Planning Stage:
 - a. Provide and install all equipment, and complete all other items listed on Attachment A and B, and warranty as stated in Attachment C
 - b. Assign a project manager to work directly with the City's project manager.
 - c. Discuss installation and implementation of the video solution.
 - d. Establish a testing plan.
2. Configuration and Implementation Stage:
 - a. Configure cloud-based storage to accept data from In-Car, Body-Worn, and Interview Room video solution.

- b. Configure user and group accounts.
 - c. Confirm and provide documentation for Cloud-Based storage data integrity (NCIC Compliance).
 - d. Configure Interview Room viewing station.
 - i. Confirm GUI required fields on viewing/input station.
3. System Testing:
- a. IN-Car Video and Body-Worn Camera upload through AT&T wireless network.
 - b. Body-Cam Upload through In-Car System and Docking Station.
 - c. The System testing is complete when the Consultant turns over a completed, fully operational and fully functioning system to be determined by the City, after completed installation by the install, to include, but not limited to:
 - i. System integration
 - ii. Communication testing between body-worn/in-car cameras
 - iii. Complete video upload
 - iv. Proper Categorization/Tagging
 - v. Administrative privileges to the Getac back office
 - vi. Complete trigger test with emergency lights.
 - d. In accordance with the project, the City shall:
 - i. Assign a project manager to work directly with the Consultant as the main point of customer contact.
 - ii. Confirm data integrity
 - iii. Test video solution with Consultant to include, but not limited to the following:
 - 1. GUI
 - 2. Uploading
 - 3. Export
 - 4. Case Management
 - iv. Provide information, within the scope of the project, as requested by the Consultant.

2. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken and completed on or before the 04 day of February, 2020.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with paragraph 1, not to exceed a lump sum of One Hundred Thirty-One Thousand Seven Hundred Eighty-Two Dollars and Fifty-Three Cents (\$131,782.53)

4. METHOD OF PAYMENT:

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

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

5. TERMS AND CONDITIONS:

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

6. EXTENT OF CONTRACT:

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

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

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

Walter Trout

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Steven K. Freel
Mayor

WITNESS

CONSULTANT
PCN Strategies, Inc.

By: _____

By: LM

Printed Name: _____

Printed Name: Lauren MacWhirter

Title: _____

Title: Business
Development

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. **TERMINATION OF CONTRACT:**

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

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

2. **CHANGES:**

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

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

4. **AUDIT:**

The City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Consultant which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

5. EQUAL EMPLOYMENT OPPORTUNITY:

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

6. OWNER OF PROJECT MATERIALS:

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

7. FINDINGS CONFIDENTIAL:

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

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

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The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

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A. **Prior to the commencement of work, Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its subconsultants, agents, representatives, or employees.**

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
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3. **Workers' Compensation:** as required by the State of Wyoming with Statutory Limits.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. Higher Limits. If the Consultant maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. Other Insurance Provisions

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

1. *Additional Insured Status*

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2. *Primary Coverage*

For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its officers, elected and appointed officials, employees, agents or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

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

5. *Deductibles and Self-Insured Retentions*

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

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

6. *Acceptability of Insurers*

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

7. *Claims Made Policies*

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

- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- b. Insurance must be maintained and evidence of insurance must be provided *for at least three (3) years after completion of the contract of work*. However, Consultant's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract

effective date, the Consultant must purchase “extended reporting” coverage for a minimum of *three (3)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant’s obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from subconsultants.

10. *Special Risks or Circumstances*

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

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

12. INTENT:

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

13. WYOMING GOVERNMENTAL CLAIMS ACT:

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City

specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

Confidential (Internal Only)



PCN Strategies, Inc.
1612 K Street NW Suite 802
Washington, District of Columbia 20006
United States

Quotation (Open)	
Date	Sep 06, 2019 02:30 PM EDT
Modified Date	Nov 13, 2019 06:31 PM EST
Doc #	1009935 - rev 1 of 1
Description	(11) Getac Video ICV & (11) BWCs
SalesRep	MacWhirter, Lauren (P) 202-962-3980
Customer Contact	Hoffman, Scott shoffman@casperwy.gov; vmacy@casperwv.gov

Customer
Casper Police
Department (CP4354)
Hoffman, Scott
201 N David St #1
Casper, WY 82601
United States
(P) (307) 235-8278

Bill To
Casper Police Department
Hoffman, Scott
201 North David Street
Casper, WY 82601
United States
(P) (307) 235-8278
shoffman@casperwy.gov

Ship To
Casper Police Department
Hoffman, Scott
201 North David Street
Casper, WY 82601
United States
(P) (307) 235-8278
shoffman@casperwy.gov

Customer PO:

Terms:
Undefined

Ship Via:
FedEx Ground

Special Instructions:

Carrier Account #:

#	Description	Part #	List Price	Qty	Unit Price	Total
In-Car Video Systems						
1	Getac In-Car Video System	OVBXXXXXX1	\$3,789.00	11	\$2,764.57	\$30,410.27
Note: GETAC VIDEO SOLUTIONS INC. : VR-X20 i3,DVR (VR-X20-i3)-Integrated 4GB RAM+128GB SSD + Battery Backup + WIFI + GPS + Crash Sensor, DVR mounting bracket, AV input cable, 1 year hardware warranty						
2	Back Seat Camera	ORN0AX	\$468.00	11	\$330.00	\$3,630.00
Note: GETAC VIDEO SOLUTIONS INC. : ZERODARK FHD IP CAMERA CA-NF21-WI(120), (STANDARD MOUNT),INCLUDES CABLE (14FT)						
3	Forward Facing Camera	ORN06X	\$468.00	11	\$330.00	\$3,630.00
Note: GETAC VIDEO SOLUTIONS INC. : ZERODARK FHD IP CAMERA CA-NF21-W, (WIND SHIELD MOUNT),INCLUDES CABLE (25FT)						
In-Car Video Accessories						
4	Mounting Bracket for Display & ZeroDark Camera	OIA04X	\$69.00	11	\$50.87	\$559.57
Note: GETAC VIDEO SOLUTIONS INC. : Mounting Bracket (Visor) - ZeroDark Camera AND Display (CU-D50) - Interceptor						
5	Mounting Bracket - Custom for F150/250	TIS-BRKT-ICV-GTC-F150/250	\$69.00	11	\$60.48	\$665.28
Note: Customer Mounting Bracket for Getac ICV for F150/250 (accounts for 4 older F150s, 2 newer F150s, and 3 F220s).						
6	Wiring Kit (Power, Ground, Ignition)	OLX07X	\$14.00	11	\$10.74	\$118.14
Note: GETAC VIDEO SOLUTIONS INC. : DVR (VR-X10) - Wiring Kit - Power, Ground, Ignition (25ft)						
7	GPS Antenna Dash Mount	OLX08X	\$14.00	11	\$10.74	\$118.14
Note: GETAC VIDEO SOLUTIONS INC. : DVR (VR-X10) - GPS Antenna - dash mount (14ft)						

#	Description	Part #	List Price	Qty	Unit Price	Total
8	5" Display Screen	OPX01X	\$299.00	11	\$222.86	\$2,451.46
	Note: GETAC VIDEO SOLUTIONS INC. : Display (CU-D50) - 5 inch Touch Display, includes cable (16ft). Contingent on whether the video playback will run on 5" screen or DVR.					
9	WiFi/BT Antenna	OLX09X	\$69.00	11	\$52.95	\$582.45
	Note: GETAC VIDEO SOLUTIONS INC. : DVR (VR-X10) - WiFi/BT Antenna - perm mount (14ft)					
10	Second Drive for Black Box (Optional)	BLACKBOXDRIVE128	\$199.00	11	\$152.69	\$1,679.59
	Note: GETAC VIDEO SOLUTIONS INC. : SECOND DRIVE FOR BLACKBOX 128 GIG					
11	Ethernet Cable	ONX0GX	\$19.00	11	\$14.56	\$160.16
	Note: GETAC VIDEO SOLUTIONS INC. : Ethernet Cable - RJ45/CAT5e (25 ft)					
	In-Car Video Warranties					
12	ZeroDark IP Camera Extended Warranty	GE-SVFCEXT4Y	\$0.00	11	\$143.05	\$1,573.55
	Note: ZeroDark IP Camera Extended Warranty - Years 2, 3, 4 & 5					
13	DVR Extended Warranty	GE-SVDVEXT4Y	\$0.00	11	\$543.95	\$5,983.45
	Note: DVR Extended Warranty - Years 2, 3, 4, & 5					
14	Display Extended Warranty	GE-SVDPEXT4Y	\$0.00	11	\$58.47	\$643.17
	Note: DVR Display Extended Warranty - Years 2, 3, 4 & 5					
	Body Worn Cameras					
15	Getac Body Worn Camera	OVWX2MXXXXX1	\$316.59	11	\$266.02	\$2,926.22
	Note: GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-02),64GB + FHD/HDMVGA + WiFi + GPS + BLE, 1 year hardware warranty (compatible with magnetic charge cable ORB39X)					
	Body Worn Camera Accessories					
16	BWC Single Port Dock	ORB24X	\$46.06	11	\$40.00	\$440.00
	Note: GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-02) - Single Port Dock (VD-02), dock ONLY					
17	BWC Single Port Dock w/ AC Adapter	ORB24U	\$73.06	11	\$64.73	\$712.03
	Note: GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-02) - Single Port Dock (VD-02), includes USB AC adapter, USB Cable (3.94 ft)					
18	USB Extension Cable	OLX0BX	\$19.00	11	\$17.35	\$190.85
	Note: GETAC VIDEO SOLUTIONS INC. : Body Worn Camera USB Extension Cable for VD-02, 12.5 ft					
19	Magnetic Quick Release Charging USB Cable	ORB39X	\$69.00	11	\$60.00	\$660.00
	Note: GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-02), magnetic quick release charging USB cable					
20	BWC Trigger Box	OTX11X	\$157.76	11	\$139.78	\$1,537.58
	Note: GETAC VIDEO SOLUTIONS INC. : Body Worn Camera Bluetooth Trigger Box (TB-02)					
21	Getac - Molle Mounts (Custom)	ORB34X	\$0.00	11	\$22.00	\$242.00
	Note: Body Worn Camera Molle mount					
	Body Worn Camera Warranties					
22	BWC Extended Warranty - Years 2 & 3	GE-SVBWEXT2Y	\$136.59	11	\$116.74	\$1,284.14
	Note: GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-02) - BC-02 Extended Warranty - Years 2 & 3					
23	BWC Refresh (Warranty) - Year 4	OVWX2XXXXXX1-RFR	\$316.59	11	\$265.74	\$2,923.14
	Note: GETAC VIDEO SOLUTIONS INC. : OVWX2XXXXXX1 -RFRSH					
24	BWC Refresh (Extended Warranty) - Year 5	GE-SVBWEXT1Y-RFR	\$62.47	11	\$77.10	\$848.10

#	Description	Part #	List Price	Qty	Unit Price	Total
Note: GETAC VIDEO SOLUTIONS INC. : REFRESH GETAC BODY WORN DEVICE EXTENDED WARRANTY-YEARS 2 (ADDITIONAL 1 YEAR)						
25	BWC Single Port Dock Extended Warranty - Years 2 - 5	GE-SVBDEXT4Y	\$19.99	11	\$17.97	\$197.67
Note: GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-02) - VD-02 Dock - Extended Warranty - Years 2, 3, 4 & 5						
26	BWC Trigger Box Extended Warranty - Years 2 - 5	GE-SVTGEXT4Y	\$59.99	11	\$51.27	\$563.97
Note: GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-02) - Bluetooth Trigger Box - Extended Warranty - Years 2, 3, 4 & 5						
Storage						
27	Cloud Storage	OUA041	\$1,060.00	110	\$502.63	\$55,289.30
Note: GETAC VIDEO SOLUTIONS INC. : Getac Cloud - Yearly Plan 4 (Cloud Unlimited, SW maintenance) (11 ICV + 11 BWC x 5 Years =100)						

*These items are custom built and are not returnable once ordered.

Subtotal: \$120,020.23
Total: \$120,020.23
(List Price: \$190,895.10)

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PCN Strategies, Inc.
1612 K Street NW Suite 802
Washington, District of Columbia 20006
United States

Quotation (Open)	
Date	Nov 13, 2019 06:25 PM EST
Modified Date	Nov 13, 2019 06:25 PM EST
Doc #	1010282 - rev 1 of 1
Description	Cradlepoint Routers
SalesRep	MacWhirter, Lauren (P) 202-962-3980
Customer Contact	Hoffman, Scott (P) (307) 235-8305 shoffman@casperwy.gov; vmacy@casperwy.gov

Customer
Casper Police
Department (CP4354)
Hoffman, Scott
201 N David St #1
Casper, WY 82601
United States
(P) (307) 235-8278

Bill To
Casper Police Department
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Casper, WY 82601
United States
(P) (307) 235-8278
shoffman@casperwy.gov

Ship To
Casper Police Department
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201 N David St #1
Casper, WY 82601
United States
(P) (307) 235-8278
shoffman@casperwy.gov

Customer PO:

Terms:
Undefined

Ship Via:
FedEx Ground

Special Instructions:

Carrier Account #:

#	Description	Part #	List Price	Qty	Unit Price	Total
1	IBR900	MA3-09001200-NNA	\$1,248.00	11	\$857.11	\$9,428.21
Note: CRADLEPOINT INC : 3-yr NetCloud Essentials for Mobile Routers (Prime) with support and IBR900 router with WiFi (600Mbps modem), no AC power supply or antennas, North America						
2	Antennas	CP-1002-1-PAN	\$315.31	11	\$212.19	\$2,334.09

Note: PANORAMA ANTENNAS, INC. : Low profile Sharkfin, 5 in 1 Antenna: MiMo 2G/3G/4G LTE, MiMo 2.4/5GHz Wi-Fi, GPS/GNSS, 5m/16 cables for use with IBR600, IBR900, IBR1100. FirstNet compatible. Cradlepoint Certified Antennas by Panorama.

*These items are custom built and are not returnable once ordered.

Subtotal: \$11,762.30
Total: \$11,762.30
(List Price: \$17,196.41)



Getac Video Solutions, Inc.
 3600 American Blvd W, Ste 460
 Bloomington, MN 55431

ADVANCED WARRANTY

The Getac Video system carries a one year Advanced Warranty, which can be extended to 5 years. Getac provides advance exchange on hardware for fast turnaround – usually same-day. A simple form is filled in online and a replacement product is expedited to the client. Once the unit is replaced, the defective unit is packaged and sent back using a pre-printed shipping label. See below for additional Getac warranty information.

Getac's warranty obligations for this hardware product are limited to the terms set forth below:

Getac warrants this Getac-branded office dock, vehicle dock, video and camera product, recording devices, accessory, and hardware parts against defects in materials and workmanship under normal use for a period of One (1) YEAR from the date of shipment by Getac to the purchaser ("Warranty Period"). This warranty only applies to products sold by Getac or its Authorized Distributors or Dealers and only where the products are used and serviced within North America or its Authorized Service Providers territories. Warranty coverage only applies to service carried out by a Getac Authorized Service Provider.

If a hardware defect arises and a valid claim is received within the Warranty Period, at its option and to the extent permitted by law, Getac will either repair the defect at no charge, using new or refurbished replacement parts, or exchange the product with a product that is new or which has been manufactured from new or serviceable used parts and is at least functionally equivalent to the original product. A replacement product or part, including a user installable part that has been installed in accordance with instructions provided by Getac, assumes the remaining warranty of the original product or ninety (90) days from the date of replacement or repair, whichever provides longer coverage for you. When a product or part is exchanged, any replacement product becomes your property and the replaced item becomes Getac's property. Parts provided by Getac in fulfillment of its warranty obligation must be used in products for which warranty service is claimed.

Exclusions and Limitations

This Limited Warranty applies only to Getac-branded hardware products manufactured by or for Getac that can be identified by the "Getac" trademark, trade name, or logo affixed to them. The Limited Warranty does not apply to any non-Getac hardware products, co-branded hardware products (whether or not displaying a "powered by Getac" trademark, trade name, or logo affixed to them) or any software, even if packaged or sold with Getac hardware. Manufacturers, suppliers, or publishers, other than Getac, may provide their own warranties to the end user purchaser, but Getac, in so far as permitted by law, provides their products "as is".

This warranty does not apply to:

- (a) loss or theft;
- (b) fire;
- (c) submersion;
- (d) acts of god;

- (e) acts of war;
- (f) virus-inflicted damage;
- (g) intentional misuse or abuse;
- (h) improper maintenance or modification by anyone other than Getac or a Getac Authorized Service Provider;
- (i) a product or part that has been modified to alter functionality or capability without the written permission of Getac;
- (j) a product on which any Getac serial number has been removed or defaced;
- (k) data recovery from hard drive failure;
- (l) All consumable items; such as screen protection films, logo badges, labels, cleaning cloths, carry cases, manuals, cables, straps, belts, holsters, tethers, stylus, digitizer pens and harnesses and any other options and accessories not listed above or covered under a separate warranty.
- (m) cosmetic damage that does not affect the functionality of the office dock, vehicle dock, video and camera product, recording devices, accessory or hardware part, including but not limited to scratches, dents and numerals, letters, icons and symbols silkscreened onto unit keycaps and numerals, letters, icons and symbols silkscreened onto unit cabinet; or
- (n) damage which occurs in shipment.
- (o) negligence
- (p) damage from accidents
- (q) operation of product outside the published environmental or electrical parameters
- (r) use of supplies or parts not meeting Getac's specifications

THIS PRODUCT IS NOT INTENDED FOR USE AS OR PART OF NUCLEAR EQUIPMENT/SYSTEMS, AIR TRAFFIC CONTROL EQUIPMENT/SYSTEMS, OR AIRCRAFT COCKPIT EQUIPMENT/SYSTEMS, OR ANY OTHER SYSTEMS THAT REQUIRE FAIL-SAFE PERFORMANCE. GETAC WILL NOT BE RESPONSIBLE FOR ANY LIABILITY RESULTING FROM THE USE OF THIS PRODUCT ARISING OUT OF THE FOREGOING USES. AIRCRAFT COCKPIT EQUIPMENT/SYSTEMS include class 2 Electronic Flight Bag (EFB) Systems and Class 1 EFB Systems when used during critical phases of flight (e.g., during take-off and landing) and/or mounted onto the aircraft. Class 1 EFB Systems and 2 EFB Systems are defined by FAA:AC (Advisory Circular) 120-76A or JAA: JAA TGL (Temporary Guidance Leaflets) No. 36.

TO THE EXTENT PERMITTED BY LAW, THIS WARRANTY AND REMEDIES SET FORTH ABOVE ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, REMEDIES AND CONDITIONS, WHETHER ORAL OR WRITTEN, STATUTORY, EXPRESS OR IMPLIED. AS PERMITTED BY APPLICABLE LAW, GETAC SPECIFICALLY DISCLAIMS ANY AND ALL STATUTORY OR IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND WARRANTIES AGAINST HIDDEN OR LATENT DEFECTS. IF GETAC CANNOT LAWFULLY DISCLAIM STATUTORY OR IMPLIED WARRANTIES THEN TO THE EXTENT PERMITTED BY LAW, ALL SUCH WARRANTIES SHALL BE LIMITED IN DURATION TO THE DURATION OF THIS EXPRESS WARRANTY AND TO REPAIR OR REPLACEMENT SERVICE AS DETERMINED BY GETAC IN ITS SOLE DISCRETION. No Getac reseller, agent, or employee is authorized to make any modification, extension, or addition to this warranty. If any term is held to be illegal or unenforceable, the legality or enforceability of the remaining terms shall not be affected or impaired.

EXCEPT AS PROVIDED IN THIS WARRANTY AND TO THE EXTENT PERMITTED BY LAW, GETAC IS NOT RESPONSIBLE FOR DIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM ANY BREACH OF WARRANTY OR CONDITION, OR UNDER ANY OTHER LEGAL THEORY, INCLUDING BUT NOT LIMITED TO LOSS OF USE; LOSS OF REVENUE; LOSS OF ACTUAL OR ANTICIPATED PROFITS (INCLUDING LOSS OF PROFITS ON CONTRACTS); LOSS OF THE USE OF MONEY; LOSS OF ANTICIPATED SAVINGS; LOSS OF BUSINESS; LOSS OF OPPORTUNITY; LOSS OF

GOODWILL; LOSS OF REPUTATION; LOSS OF, DAMAGE TO OR CORRUPTION OF DATA; OR ANY INDIRECT OR CONSEQUENTIAL LOSS OR DAMAGE HOWSOEVER CAUSED INCLUDING THE REPLACEMENT OF EQUIPMENT AND PROPERTY, ANY COSTS OF RECOVERING, PROGRAMMING, OR REPRODUCING ANY PROGRAM OR DATA STORED OR USED WITH GETAC PRODUCTS AND ANY FAILURE TO MAINTAIN THE CONFIDENTIALITY OF DATA STORED ON THE PRODUCT. THE FOREGOING LIMITATION SHALL NOT APPLY TO DEATH OR PERSONAL INJURY CLAIMS, OR ANY STATUTORY LIABILITY FOR INTENTIONAL AND GROSS NEGLIGENT ACTS AND/OR OMISSIONS. GETAC DISCLAIMS ANY REPRESENTATION THAT IT WILL BE ABLE TO REPAIR ANY PRODUCT UNDER THIS WARRANTY OR MAKE A PRODUCT EXCHANGE WITHOUT RISK TO OR LOSS OF THE PROGRAMS OR DATA.

Obtaining Warranty Service

Please access and review the online help resources at www.getac.com before requesting warranty service. If the product is still not functioning properly after making use of these resources, please contact a Getac representative at (949) 681-2950. A Getac representative will help determine whether your product requires service and, if it does, will inform you how Getac will provide it. Getac will provide warranty service on products that are tendered or presented for service during the warranty period, as permitted by law. In accordance with applicable law, Getac may require that you furnish proof of purchase and/or comply with registration requirements before receiving warranty service. You may be responsible for shipping and handling charges to obtain service under this warranty.

In any instance in which Getac issues a Return Material Authorization Number (RMA #), Getac must receive the product(s) for repair prior to the expiration of the warranty period in order for the repair(s) to be covered by the limited warranty service.

If your product is capable of storing data or software programs, you should make periodic backup copies of the data and programs contained on the product's hard drive or other storage media to protect your data and as a precaution against possible operational

failures. Before you deliver your product for warranty service, it is your responsibility to keep a separate backup copy of the system software, application software and data, and disable any security passwords.

You will be responsible for reinstalling all such software, data and passwords. Getac and its authorized service providers are not liable for any damage to or loss of any programs, data or other information stored on any media, or other non-Getac product or part not covered by this warranty. Recovery and reinstallation of system and application software and user data are not covered under this limited warranty.

RESOLUTION NO. 20-30

A RESOLUTION AUTHORIZING A CONTRACT WITH PCN STRATEGIES, INC. TO PROVIDE ADDITIONAL IN CAR/BODY WORN VIDEO EQUIPMENT.

WHEREAS, the City of Casper desires to purchase additional in-car/body worn video equipment; and,

WHEREAS, PCN Strategies, Inc. is willing and able to provide such this equipment.

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 PCN Strategies, Inc. for the purchase of eleven additional in-car/body worn video equipment.

BE IT FURTHER RESOLVED: That the City Council is hereby authorized to make verified payment throughout the term of the agreement in an amount of One Hundred Thirty-One Thousand Seven Hundred Eighty-Two Dollars and Fifty-Three Cents (\$131,782.53).

PASSED, APPROVED, AND ADOPTED on this 4th day of February, 2020.

APPROVED AS TO FORM:

Walter Trout


ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

January 21, 2020

MEMO TO: J. Carter Napier, City Manager 

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

SUBJECT: Authorizing an Agreement with Dave Loden Construction Inc., in the Amount of \$99,885, for the 2020 Roof Replacements, Project No. 19-032.

Meeting Type & Date
Regular Council Meeting
February 4, 2020

Action type
Resolution

Recommendation

That Council, by resolution, authorize an agreement with Dave Loden Construction, Inc., for the 2020 Roof Replacements, Project No. 19-032, in the amount of \$99,885. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$10,000, for a total project amount of \$109,885.

Summary

On Tuesday, January 21, 2020, two (2) bids were received for the 2020 Roof Replacements, Project No. 19-032. The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
Dave Loden Construction, Inc.	Buffalo, WY	\$ 99,885
Limmer Roofing, Inc.	Mills, WY	\$115,000

The 2020 Roof Replacements Project includes the removal and replacement of the existing roofing systems at the Central Wyoming Regional Water System Water (CWRWS) Treatment Plant Raw Water Building, the Sam H. Hobbs Wastewater Treatment Plant (WWTP) Digester Control Building, and four (4) booster stations. The existing roofing systems on these facilities are nearing the end of their operational lives, and a number of leaks have developed causing safety concerns. The new roofing systems will carry a twenty (20) year warranty after installation. Work is scheduled to be completed by August 28, 2020. The estimate prepared by the City Engineering Division was \$123,200.00.

As required by Wyoming State Statute 16-6-102, in-state bidders receive a five percent (5%) bid preference. As all bids were received from in-state Contractors, no bid preference was granted. A notice was published in the local newspaper once a week for two consecutive weeks as required by State Statute, and the project was advertised on the City of Casper's website (www.casperwy.gov).

Financial Considerations

Funding will be from CWRWS Current Reserves, WWTP Current Reserves, and Water Distribution Current Revenue allocated to Roof Replacements.

Oversight/Project Responsibility

Terry Cottenoir, Engineering Technician, Public Services

Attachments

Resolution
Agreement

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Casper, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and with Dave Loden Construction, Inc., 400 Hemlock Street, Buffalo, Wyoming 82834, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to remove and replace the existing roofing systems at the Central Wyoming Regional Water System Water Treatment Plant Raw Water Building, the Sam H. Hobbs Wastewater Treatment Plant Digester Control Building, and four (4) booster stations; and,

WHEREAS, Dave Loden Construction, Inc., is able and willing to provide those services specified as the Casper 2020 Roof Replacements, Project No. 19-032.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work and provide the manufacturer's standard twenty (20) year, ninety (90) mile per hour and one and a half inch (1.5") hail warranty required by the Contract Documents for the 2020 Roof Replacements, Project No. 19-032, hereinafter referred to as the "Work."

ARTICLE 2. ENGINEER.

The Project has been designed by the City of Casper, who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed by **August 28, 2020** and completed and ready for final payment in accordance with Article 14 of the General Conditions by **September 4, 2020**.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner Five Hundred Dollars (\$500.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion.

After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Two Hundred Dollars (\$200.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

In consideration of the performance of the work in accordance with the Contract documents for this Unit Price Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of Ninety-Nine Thousand Eight Hundred Eighty-Five Dollars (\$99,885.00), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form, included as Exhibit "A" (pages BF-1 through BF-4, Bid Form) and Itemized Bid Schedule, included as Exhibit "B" (page BS-1, Bid Schedule) and by this reference made a part of this Agreement.

ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed through the Engineer as provided in the General Conditions.

- 5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.1 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.
 - 5.1.1 Prior to payment of fifty percent (50%) of Total Contract Price, progress payments will be made in an amount equal to ninety percent (90%) of the Work completed, and ninety (90%) of Invoice Cost of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.
 - 5.1.2 After payment of fifty percent (50%) of Total Contract Price has been made, Owner shall withhold such amounts necessary so the total retainage is equal to five percent (5%) of the Total Contract Price.
 - 5.1.3 In the event the Contractor makes only one application for payment upon substantially completing the Work, progress payment will be made in an amount

equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.2, Final Payment.

5.1.4 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.

5.2 Final Payment. Upon final completion and acceptance of the Work in accordance with Article 14 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq, withheld percentages for Contracts exceeding Twenty-Five Thousand Dollars (\$25,000.00) will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq, whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- 7.1 Contractor has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.
- 7.2 Contractor has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.
- 7.3 Contractor has made or caused to be made examinations, investigations, and tests and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Contract

Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.

- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.
- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Contractor.

ARTICLE 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between Owner and Contractor are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This Agreement (Pages SFA-1 to SFA-6, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" - Bid Form (Pages BF-1 to BF-4, inclusive).
- 8.4 Exhibit "B" - Bid Schedule (Page BS-1, inclusive).
- 8.5 Addenda No. (0).
- 8.6 Performance and Labor and Payment Bonds.
- 8.7 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.8 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.9 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.10 Division 01 - General Requirements, consisting of seven (7) sections.
- 8.11 Division 02 – Site Construction, consisting of one (1) section.
- 8.12 Division 07 – Thermal and Moisture Protection, consisting of three (3) sections.
- 8.13 Notice of Award.
- 8.14 Notice to Proceed.
- 8.15 Minutes of the Pre-Bid Conference, if any.

8.16 Contract Drawings consisting of eight (8) drawing sheets, with each sheet bearing the following general title:

2020 Roof Replacements, Project No. 19-032

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

8.18 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.

8.19 Notice of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

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

(This space intentionally left blank)

ARTICLE 10. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year below written.

DATED this 4th day of February, 2020.

APPROVED AS TO FORM:

Walter Tremel

WITNESS:

By: _____

Title: _____

ATTEST:

By: _____

Fleur Tremel
Title: City Clerk

CONTRACTOR:

Dave Loden Construction, Inc.

By: _____

Title: _____

OWNER:

CITY OF CASPER, WYOMING
A Municipal Corporation

By: _____

Steven K. Freel
Title: Mayor

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

PROJECT IDENTIFICATION: City of Casper
 2020 Roof Replacements
 Project No. 19-032

THIS BID SUBMITTED TO: City of Casper
 200 North David Street
 Casper, Wyoming 82601

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work as specified or indicated in the Bidding Documents for the Contract Price by **August 28, 2020** and completed and ready for final payment not later than **September 4, 2020** in accordance with the Bidding Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the City's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:
 - A. Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):

 Addendum No. _____ Dated _____
 Addendum No. _____ Dated _____
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;
 - C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or

indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$ 99,885.00

TOTAL BASE BID, IN WORDS: ninety nine thousand eight hundred eighty five dollars even DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)
 - B. Exhibit "B" - Itemized Bid Schedule.
 - C. State of Wyoming Certificate of Residency Status, in conformance with the Instructions to Bidders.
9. Communications concerning this Bid shall be addressed to:

Address of Bidder: Dave Loden Construction
400 Hemlock St
Buffalo, WY 82834

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on January 20, _____, 2020.

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

IF BIDDER IS:

AN INDIVIDUAL

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

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

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

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: Dave Loden Construction INC (seal)
(Corporation's or Limited Liability Company's Name)

Wyoming
(State of Incorporation or Organization)

By: Erick E. Loden, President (seal)

(Title)

(Seal)

Attest: *Erick E. Loden*

Business Address: Dave Loden Construction
400 Hemlock ST
Buffalo, WY 82834

Phone Number: 307-217-0773

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

EXHIBIT "B"
BID SCHEDULE

2020 Roof Replacements
PROJECT NO. 19-032
Bid Date: January 21, 2020

Contractor shall furnish and install items as shown on the Drawings or called for in the Specifications. All costs not included in the schedule that are necessary to provide a complete, functional project as depicted in the Drawings and Specifications are to be considered incidental and merged with costs of other related bid items.

LS = Lump Sum R&R = Remove and Replace LF = Linear Feet F&I = Furnish and Install
SY = Square Yard FA = Force Account CY = Cubic Yard EA = Each

Bid Schedule

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Water Treatment Plant Raw Water Building Membrane Roofing System	LS	1	\$ 21,880.00	\$ 21,880.00
2	Wastewater Treatment Plant Digester Control Building Membrane Roofing System	LS	1	\$ 33,190.00	\$ 33,190.00
3	Airport Booster Station Membrane Roofing System	LS	1	\$ 13,070.00	\$ 13,070.00
4	Pioneer Booster Station Membrane Roofing System	LS	1	\$ 14,885.00	\$ 14,885.00
5	Pratt Booster Station Membrane Roofing System	LS	1	\$ 8,930.00	\$ 8,930.00
6	Sun II Booster Station Membrane Roofing System	LS	1	\$ 7,930.00	\$ 7,930.00
TOTAL BID – BASE PROJECT					\$ 99,885.00

• **BID IN WORDS:**

 ninety nine thousand eight hundred eighty five dollars even

This bid submitted by: Dave Loden Construction Inc
(Individual, partnership, corporation, or joint venture name)

RESOLUTION NO. 20-31

A RESOLUTION AUTHORIZING AN AGREEMENT WITH DAVE LODEN CONSTRUCTION, INC., FOR THE 2020 ROOF REPLACEMENTS, PROJECT NO. 19-032.

WHEREAS, the City of Casper desires to remove and replace the existing roofing systems at the Central Wyoming Regional Water System Water Treatment Plant Raw Water Building, the Sam H. Hobbs Wastewater Treatment Plant Digester Control Building, and four (4) booster stations; and,

WHEREAS, Dave Loden Construction, Inc., is able and willing to provide those services specified as 2020 Roof Replacements, Project No. 19-032; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Ten Thousand Dollars (\$10,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with Dave Loden Construction, Inc., for those services, in the amount of Ninety-Nine Thousand Eight Hundred Eighty-Five Dollars (\$99,885.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed Ninety-Nine Thousand Eight Hundred Eighty-Five Dollars (\$99,885.00), and Ten Thousand Dollars (\$10,000.00) for a construction contingency account, for a total project amount of One Hundred Nine Thousand Eight Hundred Eighty-Five Dollars (\$109,885.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Ten Thousand Dollars (\$10,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this 4th day of February 2020.

APPROVED AS TO FORM:
(2020 Roof Replacements, Project No. 19-032)



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

January 21, 2020

MEMO TO: J. Carter Napier, City Manager *JW*
FROM: Tim Cortez, Director of Parks and Recreation
SUBJECT: Distributed Antenna System for Casper Events Center Contract

Meeting Type & Date
Regular Council Meeting
February 4, 2020

Action type
Resolution

Recommendation

That Council adopt, by resolution, a contract between Bandwidth Logic Inc. and the City of Casper. This contract would allow Bandwidth Logic to approach cellular carriers for the purposes of building a distributed antenna system (DAS) in the Casper Events Center.

Summary

The Casper Events Center (CEC) has long history of cellular service communication issues. Due to the concrete and steel used in the building of the venue, it is very difficult to get a good signal for cellular transmissions. Couple this with large amounts of people in the structure for events and there is an inability to transmit messages and data in a meaningful way.

A DAS system is one of the few solutions to a problem such as this. A system to cover a building such as CEC would cost in excess of \$500K. In an effort to avoid the large capital cost, the City can contract with a third party vendor to solicit cellular carriers for the purposes of building a DAS for the City of Casper and the cellular carriers would be able to offer superior service to their customers over the long term. The third party vendor would attempt to get as many carriers on the system as possible to not only pay for the capital expenditure but to raise revenue after the costs are recovered. This revenue would be split between the City and the vendor over the next 10 to 20 years.

This is a common method for venues to acquire a DAS system. The City put out a request for proposals and received four proposals. City and Spectra staff selected Bandwidth Logic Inc. as the winning proposal. It was felt they had the likely ability to attract carriers and a good revenue split with the City after the capital expenditures are recovered.

The term of the contract would be for ten (10) years with an automatic renewal of another term of ten (10) years unless one of the parties wished to opt out. The length of term is necessary to ensure the initial construction costs are covered. After the construction costs and overhead are recovered,

the City would receive forty percent (40%) of all net revenues which is approximately \$2K per month per carrier.

The system would not be constructed if carriers do not elect to use/build the system.

Financial Considerations

None at this time. There is no intention of using public funds for this project. Should cellular carriers be acquired, this project would become a source of revenue in the future.

Oversight/Project Responsibility

Tim Cortez, Director of Parks and Recreation

Brad Murphy, Spectra General Manager for Casper Events Center

Attachments

Resolution

Contract

SITE LICENSE AGREEMENT

(DAS Services)

This Site License Agreement (the "Agreement") is entered into this 4th day of February, 2020, (the "Effective Date") by and between the City of Casper, Wyoming, a Wyoming municipal corporation, whose address is 200 N. David Street, Casper, Wyoming 82601, ("Licensor"), and Bandwidth Logic, Inc., a Delaware corporation, whose address is 28 Valley Road, Montclair, New Jersey 07042 (telephone number 833-295-6442) ("Licensee"). Licensor and Licensee are at times individually referred to as a "party" or collectively as "parties."

RECITALS:

1. Licensor is the owner and manager of a multi-purpose sports and entertainment arena known as the Casper Events Center, located in Casper, Wyoming (the "Site").
2. Licensor has licensed the Casper Events Center to Global Spectrum, L.P., a Delaware limited partnership d/b/a Spectra Venue Management ("Spectra").
3. Licensor and Spectra desire to implement "DAS Services" (as defined below) to support cellular service providers; and
4. Licensor desires Licensee to install, operate and manage DAS throughout the Site on an exclusive basis, and Licensee desires to provide the DAS Services subject to the provisions of this Agreement; and
5. Spectra has given its approval of this Agreement with a concurrence letter, dated January 16, 2019, which is attached hereto as Exhibit D.

AGREEMENT:

In consideration of the mutual covenants, terms, conditions, privileges and obligations in this Agreement and intending themselves to be legally bound hereby, Licensor and Licensee agree as follows:

ARTICLE 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.

ARTICLE 2

DEFINITIONS

SECTION 2.01 DEFINITIONS

Unless otherwise specifically indicated in this Agreement, the following words and phrases shall

be defined as follows:

- a) **“Assigned Areas”** means the area or areas within the Site and designated by this Agreement for use by Licensee, including all equipment rooms, communications closets or portions thereof, cable trays, conduit, rooftop space or enclosures, parking deck space, etc., that may be required to provide the DAS Services and operate the System in accordance with the terms of this Agreement. The initial Assigned Areas are described more fully in Exhibit A, and Exhibit A specifies portions of the Assigned Areas that are for exclusive use by Licensee.
- b) **“Carrier Agreement”** means an agreement, sometimes referred to as an In-Building Radio Distribution Agreement, between a Licensed Wireless Service provider and Licensee for providing DAS Services at the Site.
- c) **“Commencement Date”** means the date the System is installed and becomes fully operational (i.e. providing DAS Services) in accordance with this Agreement, but no later than November 1, 2020.
- d) **“Coverage Area”** means those areas of the Site property as designated in the coverage maps, attached to this Agreement as Exhibit B, where the DAS Services will be available.
- e) **“DAS Services or Services”** means the provision of distributed antenna system services, and cellular technology, which shall include small cell, temporary or other cellular technology, either via the System or via macro sites or similar, in the Coverage Area to the customers of Licensed Wireless Services providers in accordance with this Agreement.
- f) **“Environmental Requirements”** shall mean all applicable laws relating to environmental matters at the Site, including, without limitation, those relating to fines, orders, injunctions, penalties, damages, contribution, cost recovery compensation, losses or injuries resulting from the release or threatened release of Hazardous Materials and to the generation, use, storage, transportation, or disposal of Hazardous Materials.
- g) **“Licensed Wireless Services”** means wireless services operating in frequency bands for which a license from the Federal Communications Commission (FCC) is required.
- h) **“Premises”** means the Casper Events Center and its surrounding real property.
- i) **“Revenue”** means funds acquired by the Licensee through rental and royalties associated with the Casper Events Center DAS Services.

ARTICLE 3
TERM, TERMINATION AND LICENSES

SECTION 3.01 TERM

- A. The term of this Agreement shall commence upon the Effective Date and shall terminate ten (10) years after the Commencement Date (the “**Initial Term**”), subject to such earlier termination as provided for elsewhere herein. Thereafter, this Agreement shall automatically be extended for one (1) additional ten (10) year period unless either party provides the other party with written notice of its intent to not renew the Agreement at least sixty (60) days prior to the expiration of the then-current term (the “**Renewal Term**”). Together, the Initial Term and Renewal Term (if any) constitute the “**Term**” of this Agreement.
- B. Notwithstanding the provisions of subsection 3.01A above, in the event that on the second anniversary of the Commencement Date, no cellular carrier has executed a Carrier Agreement with the Licensee pursuant to which such carrier is granted a sublicense to use the DAS at the Site in exchange for a fee, Licensee shall provide written notice of the same to Licensor (the “**Second Anniversary Notice**”) and the parties shall thereafter meet and negotiate, in good faith, for purposes of determining and agreeing upon an alternative means of funding for the Services set forth herein, including, without limitation, a means of financing the costs and expenses necessary to construct and maintain the DAS. Any such alternative funding agreement or other agreement reached by the parties shall be set forth in an amended Site License Agreement signed by both parties (the “**Amended Agreement**”), and any such Amended Agreement shall supersede and replace this Agreement. In the event that, within six (6) months after the Second Anniversary Notice (the “**Six-Month Deadline**”), the parties do not execute an Amended Agreement, either party may terminate this Agreement by giving the other party sixty (60) days’ written notice. If neither party provides a written notice of termination within sixty (60) days after the Six-Month Deadline, then neither party shall have the ability to terminate this Agreement pursuant to this subsection 3.01B.
- C. If Licensee remains in the Assigned Areas for more than ninety (90) days after the end of the Term without the permission of Licensor or after the effective date of a notice to terminate from Licensor, such holding over shall not be considered a renewal or extension of the Agreement but shall create only a tenancy at will from month to month, at the option of Licensor, which may be terminated at any time by Licensor upon sixty (60) days’ prior written notice. All of the obligations of Licensee and all rights of Licensor applicable during the Term shall continue and be equally applicable during such holdover period until such time as Licensee vacates or is ejected from the Assigned Areas.

SECTION 3.02 TERMINATION, RIGHT TO CURE, DEFAULT AND ATTORNEY'S FEES

- A. Licensor may, at its option upon 30 days' written notice, terminate this Agreement: (i) if Licensee fails to make payment when due of any sum required to be made to Licensor pursuant to this Agreement, (ii) if Licensee files for bankruptcy protection, or (iii) if Licensee is in default of any other material provision of this Agreement, (iv) if Licensee fails to perform the work in the timeframes as set forth and defined as Key Milestones and Deliverables, in Exhibit C or (v) if Licensee is in violation of an applicable governmental or environmental law, and such violation has a materially adverse effect on Licensor.
- B. Licensee may cure any and all defaults under this Agreement within a thirty (30) day period from receipt of written notice by Licensor; Licensor shall notify Licensee promptly in writing of any breach or default condition it observes. The cure period shall be extended for an additional thirty (30) days if Licensee commences such cure within the original thirty (30) day period and is diligently pursuing completion of the cure.
- C. Licensee may, at its option upon thirty (30) days' prior written notice, terminate this Agreement: (i) if Licensor files for bankruptcy protection, or (ii) if Licensor is in default of any other material provision of this Agreement.
- D. Licensor may cure any and all defaults under this Agreement within a thirty (30) day period from receipt of written notice by Licensee. The cure period shall be extended for an additional thirty (30) days if Licensor commences such cure within the original thirty (30) day period and is diligently pursuing completion of the cure.
- E. In the event of a default and failure to cure by Licensee, Licensor shall have the right, at its option, in addition to and not exclusive of any other remedy Licensor may have by operation of law, without any further demand or notice, terminate this Agreement, eject the Licensee and all persons (including, but not limited to, contractors, carriers and Licensed Wireless Service providers) associated with the DAS Services from the Premises, and re-license the Assigned Areas to another vendor. Licensee, shall pay to the Licensor all reasonable expenses incurred therefor, including attorney fees.

SECTION 3.03 LICENSES

- A. Licensor hereby grants to Licensee during the Term an exclusive license to provide DAS Services and install and operate the System at the Site and to use the Assigned Areas as provided in this Agreement. The right to use the Assigned Areas for the installation of the System and the provision of the DAS Services hereby granted includes the right to install, repair, replace, maintain, operate and remove equipment within the Assigned Areas. The Assigned Areas shall have an exclusive space for Licensee's two head-end facilities, sized 13 foot by 9 foot at each location, or as modified by mutual, written agreement of the parties in the final design of the DAS System. The parties acknowledge and agree that the DAS System shall be the only system that will benefit Licensed Wireless Service providers at the Site.

- B. Licensor acknowledges that given the nature of the Services, Licensee may engage the services of one or more third parties including, without limitation, wireless carriers or service providers (including, without limitation, wireless carriers licensed by the FCC) in the performance of certain of Licensee's obligations hereunder. Licensor therefore acknowledges and agrees that Licensee has the right to sub-license or delegate any of its rights and obligations under this Agreement to one or more sublicensees or other third-parties during the Term, including, without limitation, the rights granted under and obligations set forth in Articles 2, 3, 4 and 6 hereof. To the extent Licensee sub-licenses or delegates any such rights or obligations under this Agreement, such sub-licensees and delegates shall comply with all terms and conditions set forth herein including, without limitation, all provisions concerning insurance coverage.
- C. Subject to the terms of this Agreement and applicable law, Licensee shall have the exclusive right to determine who has access to the System and Services. Licensor shall not provide any identical or functionally equivalent Services itself in the Site, nor shall it appoint or permit any other persons to provide any identical or functionally equivalent Services in the Site or connect to the System. Notwithstanding the foregoing, Licensee acknowledges that Licensor may engage the services of Spectra or any other party to install a Wi Fi system at the Site and nothing contained herein shall prevent or prohibit such engagement and provision of services. The parties acknowledge that a Wi Fi system is not identical or functionally equivalent to the DAS System and Services.
- D. Licensee shall provide the DAS Services in the Coverage Area during the Term and any additional areas of the Site that the parties may agree upon in writing from time to time; provided, however, that, with respect to any particular licensed spectrum, Licensee shall not design, construct install or operate the DAS System until specifications for the provision of Licensed Wireless Service have been approved by both Licensor and a Licensed Wireless Services Provider of the Licensed Wireless Services.

**ARTICLE 4
ASSIGNED AREAS**

SECTION 4.01 ASSIGNED AREAS

- A. Licensor shall provide the Assigned Areas to Licensee for the installation, repair, replacement, upgrade, expansion, maintenance, operation and removal of the System and associated equipment. The Assigned Areas may be shared spaces serving multiple functions and may also be used by third parties, provided, however, that Licensee shall have the right to secure its equipment in shared spaces using commercially reasonable measures. Access to the Assigned Areas, or elsewhere at the Site, shall be granted to Licensee during normal business hours for routine installation and maintenance of equipment, and on a 24 hours, 7 days a week, 365 days per year basis for any emergency installation and maintenance that involve serious threats to public safety, health or welfare.

- B. Licensee will perform work, which conforms with all applicable Environmental Requirements of and for the Site.
- C. Except as described in this Agreement, Licensee shall not make any alteration, addition or improvement to the Assigned Areas without the prior written consent of Licensor, which will not be unreasonably withheld, conditioned or delayed by Licensor.
- D. Licensor and its authorized representative may enter the Assigned Areas at any time without the consent of Licensee in case of emergency or for security purposes.
- E. Licensor reserves the right to require the relocation of all or any portion of the DAS Services if the relocation is required by Licensor to facilitate Licensor's operations at the Site. Any relocation requests shall be provided to Licensee in writing from Licensor at least sixty (60) days in advance of such needed action, and Licensee shall be provided with commercially reasonable alternate space sufficient to provide the DAS Services and meet its obligations under this Agreement without additional cost to Licensee. The costs of any relocation performed under this Section shall be borne by Licensor, and shall include all direct relocation costs plus technical and engineering costs and other commercially reasonable costs resulting from the relocation.

SECTION 4.02 INGRESS AND EGRESS

Licensee shall have the right of ingress to and egress from the Assigned Areas at all times, subject, however, to all rules and regulations from time to time enacted or established by Licensor. Licensee shall coordinate with Casper Events Center staff (currently Spectra) for access outside of operational hours. The right of ingress and egress shall be used jointly with other concessionaires and patrons of the Site. Licensee shall not interfere with the rights and privileges of any other persons or entities using the Site. Licensor shall provide access to equipment, fixtures, wiring and other personal property owned, leased or operated by Licensee at all times as provided in this Agreement.

SECTION 4.03 PARKING

During the Term, Licensee and its respective employees, agents, vendors, and suppliers shall have the non-exclusive, non-reserved right to use of the nearest parking lot servicing the Site (free of charge), subject to all applicable parking rules and regulations.

SECTION 4.04 INSTALLATION AND REMOVAL OF THE SYSTEM

System Plans and Specifications. Before Licensee installs or constructs the System, or any part thereof, Licensee shall comply with the following requirements:

- A. Project Plan and Components. Licensee, subject to the approvals required in this Agreement, shall design, construct, and maintain the DAS System in accordance with Section B (Work Plan) of its October 8, 2019, Proposal for the City of Casper, titled "Neutral Host Distributed Antenna System, Casper Events Center." The Work Plan is

attached hereto as Exhibit E. Notwithstanding anything to contrary contained in Exhibit E or elsewhere herein, Licensee shall be not be responsible to provide services respecting the implementation and maintenance of any additional spectrum likely to be implemented now or in the future unless such additional spectrum is reasonably required by the cellular carriers that are granted sublicenses by Licensee to use the System at the Site, and such carriers finance the implementation and maintenance of such additional spectrum.

- B. Construction of System. Licensee may not construct or install the System in whole or in part, or materially modify any improvements or infrastructure on the Assigned Areas, except in accordance with the terms of this Agreement and only after all necessary permits, licenses and governmental approvals have been obtained. Licensee shall design, build, install, operate and maintain the System in accordance with this Agreement and all applicable laws and regulations. Licensee shall not commence construction of the System until approval, input and final System plans and specifications have been approved by the Licensor, which approval shall not be unreasonably withheld, conditioned or delayed by Licensor.
- C. Design/Construction Review. In connection with the construction or installation of the System, or the modification of the Assigned Areas, Licensee shall submit plans and specifications for such work in advance to Licensor for Licensor's approval. If Licensor approves Licensee's preliminary plans and specifications, Licensee may proceed to finalizing the design, consistent with such approved plans and specifications. Licensor shall consider plans and specifications submitted by Licensee and shall respond in writing within forty five (45) calendar days. Licensee acknowledges that aesthetics are important to the Licensor on the Premises. Licensee shall provide Licensor with photo simulations of what the Premises will look like upon construction of the DAS System, and such photo simulations shall be considered a material part of this Agreement. Licensee shall construct the DAS Service in substantial conformity with the photo simulations.
- D. As-Built Plans. Within forty five (45) days following Licensor's request (after construction of the System), Licensee shall furnish Licensor with a complete set of as-built drawings for the System.
- E. Construction Standards. Construction or modification of improvements to the Assigned Areas shall be constructed in a good and workmanlike manner, utilizing good industry practice for the type of work in question, and in compliance in all material respects with all applicable laws, including applicable building, electric and construction codes.
- F. Contractor Information. Before Licensee commences construction on the Premises, Licensee shall provide Licensor with the name and contact information of the contractor(s) that will be constructing the improvements. The contractor is subject to the prior written approval of Licensor, which approval shall not be unreasonably withheld, conditioned or delayed.

- G. Upkeep and Repair. Licensee shall, at Licensee's expense, keep and maintain the DAS Services now or hereafter located on the Premises in commercially reasonable condition and repair during the term of this Agreement, normal wear and tear and casualty excepted. Licensee shall, at its own expense, maintain the Premises and all improvements, equipment and other personal property on the Premises in good working order, condition and repair. Licensee shall keep the Premises free of debris and anything of a dangerous, noxious or offensive nature or which would create a hazard or source of undue vibration, heat, noise or interference.
- H. Title to the System. The System and all related equipment shall remain the sole property of Licensee, and Licensee shall procure and maintain insurance coverage on the System and all related equipment to cover the replacement value of the System and equipment.
- I. Liens. Licensee shall not permit mechanics' liens or materialmen's liens to be filed or continued against the Site in connection with the System. If any such lien is filed, Licensee shall not be in breach of this Agreement if Licensee agrees to cause the release and discharge of such lien in the manner required by the law of the state in which the lien has been filed, within thirty (30) days after Licensee receives notice of such lien. If Licensee fails to timely discharge any such lien, Licensor may, at its option, discharge the lien, and Licensee shall reimburse Licensor for all costs of discharging the lien immediately upon demand.
- J. Removal. Within ninety (90) days following the expiration or earlier termination of this Agreement, Licensee shall remove its equipment from the Site. In performing such removal, Licensee shall restore the Site to the condition it was in prior to the installation of the System, reasonable wear and tear excepted, including any of the fiber optic or other cabling, wiring, conduit, antennas or associated hardware installed by Licensee. In addition, Licensee shall direct all Licensed Wireless Services providers to remove their equipment at the expiration or termination of this Agreement.
- K. Surety. Licensee shall, within sixty (60) days after the first cellular carrier executes a Carrier Agreement with the Licensee pursuant to which such carrier is granted a sublicense to use the DAS at the Site in exchange for a fee, post a performance bond, reasonable in form and amount and with a surety company acceptable to Licensor, assuring that the improvements will be constructed without the attachment of any construction liens, which bond shall expire after the completion of the lien filing period. Licensee shall, following completion of construction, post a removal bond (or, at Licensee's option, a letter of credit) from a surety or bank reasonably acceptable to Licensor, and in an amount deemed necessary to assure that the funds will be available at the termination of the Agreement for removal of the Antenna Facilities. Licensee shall not commence with the construction or installation of the System, or otherwise perform any work at the Site, unless and until the performance bond described above is posted.

**ARTICLE 5
PAYMENTS AND RECORDS**

SECTION 5.01 PAYMENTS BY LICENSEE

- A. All revenue generated by the operation of DAS Services shall be split between the Licensor and the Licensee as follows:
1. First, all Revenue equal to the total amount of all direct and indirect fees, costs and expenses incurred by Licensee in connection with the System and the DAS Services provided herein throughout the Term, including (but not limited to) costs in connection with the design, planning, insurance coverage premiums, implementation, management, installation, utility placements and supporting infrastructure (electric meter loops, electrical conduit, building & fire code fees, any penetrations and patching, etc.), monitoring & maintenance, continual upgrading, and marketing (collectively, the "Initial Revenue"), shall be retained by Licensee; and
 2. Thereafter, once the Initial Revenue identified in subsection 5.01A1 above is fully remitted to Licensee, the remaining Revenue generated from the System and the DAS Services provided herein (the "Remaining Revenue") shall be apportioned to the parties as follows: Licensor shall receive 40% of the Remaining Revenue, and Licensee shall receive 60% of the Remaining Revenue.
- B. Payments, if applicable, shall be made quarterly in arrears beginning with end of the first calendar quarter after commencement of the Term. If Licensee actually receives Remaining Revenue as set forth above in any calendar quarter, Licensee shall make payment to Licensor as set forth above within 45 days after the end of each such calendar quarter and shall send with each payment a remittance advice, which shows the amounts and schedule upon which such payment was based. Payments, if applicable, shall continue on a quarterly basis during the remainder of the Term and any lawful extensions thereof.
- C. Licensee shall, in its sole determination, set the prices for access to the DAS Services.
- D. Within sixty (60) days after the end of each calendar year, Licensee shall provide Licensor with a statement (i) itemizing all direct and indirect fees, costs and expenses incurred by Licensee in connection with the System and the DAS Services incurred by Licensee during the immediately preceding calendar year, (ii) setting forth the amount, if any, of Initial Revenue received by Licensee and applied to such fees, costs and expenses during the immediately preceding calendar year, and (iii) setting forth the amount, if any, of Remaining Revenue received by Licensee and distributed to the parties during the immediately preceding calendar year ("Annual Statement"). Should Licensor have any

objection to the reasonableness of any fees, costs and expenses incurred by Licensee as set forth in an Annual Statement, or dispute the calculation or distribution of Initial Revenue or Remaining Revenue identified in an Annual Statement, Licensor shall, within thirty (30) days after Licensor's receipt of the applicable Annual Statement, send a written notice to Licensee, setting forth in detail the basis for its objection or dispute. The parties will thereafter endeavor in good faith to resolve such objection or dispute within ninety (90) days.

- E. Payments to Licensor. All payments are to be made by check payable to **Global Spectrum, L.P. d/b/a Casper Events Center** and delivered or mailed, postage prepaid, to:

Address: 1 Events Drive, Casper WY 82601
Contact Name: Jessica Dixon, Director of Finance
Contact Phone Number: 307-235-8444
Contact Email: Jessica_Dixon@comcastspectacor.com

**ARTICLE 6
OPERATION OF THE SYSTEM AND PROVISION OF DAS SERVICES**

SECTION 6.01 OPERATION OF THE SYSTEM

- A. Licensor shall provide copies of existing Site drawings that include accurate detailed information regarding the cable plant, cable trays, equipment rooms, power sources, fiber routes, and any other technical information required by Licensee for the installation, maintenance and operation of the System for the provision of DAS Services.
- B. Licensee shall operate the System twenty-four (24) hours per day, seven (7) days per week, with the exception of routine shutdowns for maintenance purposes which shall occur during hours designated by Spectra.
- C. Licensee shall provide all necessary equipment, tools and supplies required by its staff for the operation of the System. Licensor will in no way be responsible for any loss of such equipment due to hazards, vandalism or theft.
- D. Licensee shall have the right to install utility and fiber optic lines serving the Premises, at Licensee's expense, and to improve the present utilities on the Premises, all at Licensee's expense. Licensee shall use commercially reasonable efforts to install utilities on existing easements. If installation on existing easements is not possible, Licensor agrees to cooperate with Licensee in executing additional easements or agreements, as required by the applicable utility company, which are necessary to protect Licensee's rights under this Agreement or Licensee's use of the Premises; provided, however, all costs and expenses for the same shall be paid for solely by the Licensee. Additionally, Licensee shall install separate meters for utilities and fiber optic lines on the Premises used by Licensee. Licensee shall pay when due all charges for utilities serving the Premises during the Term of this Agreement. Notwithstanding the foregoing, Licensor shall supply electric power

supply and usage as is needed for purposes of supplying power to remote locations from the supply currently in use at the Site or from the Site's emergency power source, if available. Licensor shall be responsible for electric power supply and usage in all other cases, including in the event that Licensee requires an electric power supply or usage different from that currently at the Site.

- E. Licensee shall provide the DAS Services at ninety-five percent (95%) availability over ninety-five percent (95%) of the required Coverage Area. Maintenance periods under Section 5.01(B) above shall not be considered when determining availability of the DAS Services.

SECTION 6.02 PERMITS AND LICENSES

Licensee shall procure its own permits and licenses, pay all charges and fees, and give all notices necessary and incident to its performance of its obligations under this Agreement. If, after using commercially reasonable efforts, Licensee is unable to procure the necessary permits and licenses upon commercially reasonable terms, then, notwithstanding anything to the contrary in this Agreement, Licensee may terminate this Agreement without any further obligation to Licensor.

SECTION 6.03 GOVERNMENTAL COMPLIANCE

Licensee, its officers, agents, servants, employees, invitees, concessionaires, and any other persons over which Licensee has control or right of control, shall comply with all present and future laws, ordinances, orders, directives, rules, and regulations of the United States of America, state and local governments, and the respective agencies, departments or authorities of the foregoing, applicable to or affecting directly or indirectly Licensee or its operations and activities on or in connection with the provision of the DAS Services, including all applicable Environmental Requirements.

SECTION 6.04 FLOOR SPACE FOR EQUIPMENT AND APPERTUNANCES

Licensor shall: (1) provide points of contact who will: (A) facilitate building access, and (B) provide coordination on work schedules; (2) upon the written request by Licensee or as otherwise required by this Agreement, provide: (A) floor and/or wall space as depicted in Exhibit A; and (B) the space to install the necessary conduit and cabling, antennas and all other associated equipment for the System; and (3) otherwise render cooperation and assistance as reasonably requested by Licensee and its subcontractors pertaining to the installation of the System.

SECTION 6.05 INTERFERENCE, TESTING AND RESERVATION

- A. Licensee shall not use the Premises in any way which interferes with the use of any portion of the Premises by Licensor, or by any lessees or licensees of Licensor with rights in any portion of the Premises that existed before Licensee's execution of this License for the Premises. In the event any after-installed Licensee equipment causes such interference, and after Licensor has notified Licensee in writing of such interference,

Licensee will take all reasonable steps necessary to correct and eliminate the interference, including, but not limited to, at Licensee's option, powering down such equipment and later powering up such equipment for intermittent testing. Licensor shall not be entitled to terminate this Agreement or relocate the equipment as long as Licensee is making a good faith effort to remedy the interference issue. If Licensee cannot remedy the interference issue within 90 days' notice, Licensor shall have the right to terminate this Agreement or require the Licensee to relocate the equipment at Licensee's sole cost and expense. Licensor agrees that Licensor and/or any other Licensees of the Premises who currently have or in the future take possession of the Premises will be permitted to install only such equipment that is of the type and frequency which will not cause harmful interference which is measurable in accordance with then existing industry standards to the then existing equipment of Licensee.

- B. Both Licensor and Licensee shall be allowed to conduct radio frequency emission and interference studies from time to time to determine whether Licensee's use of the DAS Services will interfere with Licensor's or Licensor's lessee's or licensee's current or proposed use of the Premises. In the event that such a study indicates that Licensee's use will potentially interfere with Licensor's or its lessee's or licensee's current or proposed use of the Premises, Licensee shall have ninety (90) days to remedy the interference to Licensor's satisfaction. If the problem is not so remedied in ninety (90) days, then Licensor may require Licensee, at Licensee's full expense, to relocate Licensee's Antenna Facilities so as to remove or minimize the interference, to the extent Licensor deems necessary.
- C. Licensor may, at its expense, perform tests as necessary to determine compliance of the Antenna Facilities and equipment located on the Premises with Federal radio frequency exposure limit rules, currently set forth at 47 C.F.R. Section 1.1310, or subsequent Federal rules as from time to time in effect.
- D. Licensee shall conduct an initial test for compliance with Federal radio frequency exposure limit rules before placing Licensee's equipment (or that of any sub-lessees of Licensee) on the Premises into commercial operation, and Licensee shall perform additional tests upon any significant change in the equipment on the Premises, such as sublicenses to third parties for them to install communications equipment on the Premises. All such testing shall be performed by a qualified radio engineer, and a copy of the test results shall be provided to all parties. If such tests show noncompliance with applicable radio frequency exposure limit rules then in effect, then all communications equipment on the Premises shall be shut down (except for work necessary to bring it into compliance) until subsequent tests again show compliance with such rules.

ARTICLE 7

INSURANCE, SUBROGATION, INDEMNIFICATION AND LIMITATION OF LIABILITY

SECTION 7.01

- A. Before the commencement of any presence or activity by the Licensee on the Premises, and throughout the Agreement term and any subsequent renewals thereof, Licensee shall provide commercial general liability insurance in the amount of One Million Dollars (\$1,000,000) per occurrence for bodily injury and property damage and Five Million Dollars (\$5,000,000) general aggregate; and Five Million Dollars (\$5,000,000) general aggregate "All Risk" property insurance for its property replacements costs; and Workers' Compensation Insurance in compliance with the statutory requirements of the state of operation and employer's liability with a limit of One Million Dollars and (\$1,000,000) each accident/disease/policy limit; and Automobile liability insurance covering all owned, hired, and non-owned vehicles in use by Licensee and its employees in the amount of One Million Dollars (\$1,000,000) combined single limit each accident for bodily injury and property damage. Licensor, its officers, elected officials, Council, boards, commissions, trustees, employees, and volunteers shall be included as an additional insured as their interest may appear under this Agreement on the commercial general liability, and automobile liability policies, and shall be provided with a Certificate of Insurance and blanket additional insured endorsements evidencing such coverage as requested by Licensor at the Effective Date of this Agreement and subsequently. Upon receipt of notice from its insurer(s), Licensee will provide Licensor with thirty (30) days' prior written notice of cancellation or material modification of such policy. Unless otherwise approved in writing by the Owner, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the Owner may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. Any change in deductibles or self-insured retentions must be declared to and reasonably approved by the Licensor.
- B. Licensee shall provide at the start of and during the period of any construction, builder's all-risk insurance, together with an installation floater or equivalent property coverage covering cables, materials, machinery and supplies of any nature whatsoever which are to be used in or incidental to the installation of the Tower. Upon completion of the installation of the Tower, Licensee shall substitute for the foregoing insurance policies of fire, extended coverage and vandalism and malicious mischief insurance on the Premises. The amount of insurance at all times shall be representative of the insurable values installed or constructed.
- C. Licensee shall require that each and every one of its contractors and their subcontractors who perform work on the Premises to carry, in full force and effect substantially the same insurance with substantially the same limits as required of Licensee.
- D. The commercial general liability and automobile liability policies required under this Agreement shall include Licensor and any subsidiary entities of Licensor, now existing or

hereafter created, and their respective officers, elected officials, Council, boards, commissions, trustees, employees, and volunteers as an additional insured as their interest may appear under this Agreement (herein referred to as the "Additional Insureds"). Each policy which adds Additional Insureds hereunder, shall contain cross-liability wording.

- E. Certificates of insurance for each insurance policy required to be obtained by Licensee in compliance with this Section shall be filed and maintained with Licensor annually during the term of this Agreement. Licensee shall advise Licensor as soon as reasonably possible of any claim or litigation that may result in liability to Licensor.
- F. All insurance shall be effected under valid and enforceable policies, insured by insurers licensed, authorized or permitted to do business by the State of Wyoming or (if allowed by the laws of the State of Wyoming) surplus line carriers on the State of Wyoming Insurance Commissioner's approved list of companies qualified to do business in the State of Wyoming. All insurance carriers and surplus line carriers shall be rated A VII or better by A.M. Best Company.
- G. Once during each calendar year during the Term of this Agreement, Licensor may review the insurance coverages to be carried by Licensee. If Licensor determines, in good faith and in its reasonable judgment, that higher limits of coverage are reasonably necessary to protect the interests of Licensor or the Additional Insureds, Licensee shall be so notified and shall obtain the additional limits of insurance, at its sole cost and expense. Additionally, in the event that Licensee anticipates undertaking external work such that the provision of pollution liability insurance is warranted, Licensee shall, prior to commencing such work, obtain such pollution liability insurance with a limit of One Million Dollars (\$1,000,000) per occurrence, at its sole cost and expense.
- H. Licensee agrees to indemnify and hold harmless the Licensor, its officers, elected officials, Council, boards, commissions, trustees, employees, volunteers and agents from and against any and all claims, damages, cost and expenses, including attorney fees, to the extent caused by or arising out of (i) the willful or wanton conduct of the Licensee; (ii) the negligent or grossly negligent acts or omissions by the Licensee or the employees, agents, contractors, licensees, tenants and/or subtenants of the Licensee; (iii) a breach of any obligation of the Licensee under this Agreement; (iv) any and all liability, obligation, damages, penalties, claims, liens, costs, charges, losses and expenses (including, without limitation, fees and expenses of attorneys, expert witnesses and consultants), which may be imposed upon, incurred by or be asserted against the Licensor by reason of any act or omission of the Licensee, its personnel, employees, agents, trustees, contractors or subcontractors, resulting in personal injury, bodily injury, sickness, disease or death to any person or damage to, loss of or destruction of tangible or intangible property, libel, slander, invasion of privacy and unauthorized use of any trademark, trade name, copyright, patent, service mark or any other right of any person, firm or corporation, which may arise out of or be in any way connected with the construction, installation,

operation, maintenance, use or condition of the Premises or the Licensee's failure to comply with any federal, state or local statute, ordinance or regulation. Licensee shall not be required to indemnify and hold harmless the Licensor, its officers, elected officials, Council, boards, commissions, trustees, employees, volunteers and agents from and against claims, damages, cost and expenses, including attorney fees, to the extent caused by or arising out of the grossly negligent acts or omissions by the Licensor or the employees, agents, contractors, licensees, tenants and/or subtenants of the Licensor. Licensor shall not at any time be liable for injury or damage occurring to any person or property from any cause whatsoever arising out of Licensee's construction, maintenance, repair, use, operation, condition or dismantling of DAS Services, and Licensee hereby agrees to indemnify and hold harmless the Licensor against and from any claim asserted or liability imposed upon the Licensor for such injury or damage.

- I. Licensee undertakes and assumes for its officers, agents, affiliates, contractors and subcontractors and employees (collectively "Licensee" for the purpose of this subsection), all risk of dangerous conditions, if any, on or about the Premises, except for dangerous conditions that are caused by the Licensor's negligence or willful misconduct.
- J. Notwithstanding the foregoing, indemnification shall not extend to indirect, special, incidental or consequential damages, including, without limitation, loss of profits, income or business opportunities to the indemnified party or anyone claiming through the indemnified party. The indemnification provisions shall survive the expiration or termination of this Agreement.
- K. In the event any action or proceeding shall be brought against the Licensor by reason of any matter for which the Licensor is indemnified, the Licensee shall, upon notice from the Licensor, at the Licensee's sole cost and expense, resist and defend the same with legal counsel mutually selected by the Licensee and Licensor; provided, however, that the Licensee shall not admit liability in any such matter on behalf of the Licensor without the written consent of the Licensor, and provided further that the Licensor shall not admit liability for, nor enter into any compromise or settlement of, any claim for which they are indemnified hereunder, without the prior written consent of the Licensee. NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED HEREIN, IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO, THE LOSS OF REVENUE, LOST PROFITS OR LOSS OF GOODWILL CONNECTED WITH THE PERFORMANCE OF OR BREACH OF THIS AGREEMENT. LICENSEE SHALL HAVE NO LIABILITY TO LICENSOR ARISING FROM OR RELATING TO ANY HARDWARE, SOFTWARE, OR OTHER MATERIALS SUPPLIED UNDER ANOTHER AGREEMENT OR BY THIRD PARTIES, INCLUDING BUT NOT LIMITED TO THE SELECTION THEREOF OR FAILURE OF SUCH THIRD-PARTY MATERIALS TO PERFORM IN ACCORDANCE WITH SPECIFICATIONS OR ANY DEFECTS THEREIN.

**ARTICLE 8
TAXES**

Licensee shall pay any personal property tax, franchise fee, franchise tax, business fee, business tax or any other tax or fee which is directly or indirectly attributable to the DAS equipment installed by Licensee or its sublicensees at the Premises. Licensor hereby grants to Licensee the right (with written notice to Licensor complying with this Agreement) to challenge, whether in a court, administrative proceeding, or other venue, on behalf of Licensor and/or Licensee, any personal property tax, or other fee or assessment that may affect Licensee. Licensor represents and warrants that it is a tax-exempt entity and is therefore not required to remit any taxes applicable to the terms and performance of this Agreement. In the event that any taxes are imposed on Licensor, Licensee shall not be responsible for the payment of such taxes.

**ARTICLE 9
ENVIRONMENTAL LAWS**

Licensee, its officers, agents, affiliates, contractors and subcontractors and employees, shall not introduce or use any Hazardous Substance on the Premises or Easements in violation of any applicable law. "Hazardous substance" means any substance or material defined or designated as hazardous or toxic waste, hazardous or toxic material, hazardous or toxic or radioactive substance, or other similar term pursuant to any federal, state or local environmental law, regulation or rule presently in effect or promulgated in the future, as such laws, regulations or rules may be amended from time to time; and it shall be interpreted to include, but not be limited to, any substance which after release into the environment will or may reasonably be anticipated to cause sickness, death or disease. Licensee agrees to defend, indemnify and hold harmless Licensor from and against any and all administrative and judicial actions and rulings, claims, causes of action, demands and liability including, but not limited to, damages, costs, expenses, assessments, penalties, fines, losses, judgments and attorney fees that the Licensor may suffer or incur due to the existence or discovery of any Hazardous Substances on the Property or the migration of any Hazardous Substance to other properties or the release of any Hazardous Substance into the environment, to the extent resulting from Licensee's activities, or those of its officers, agents, affiliates, contractors and subcontractors and employees. The indemnification in this section specifically includes, without limitation, costs incurred in connection with any investigation of site conditions or any cleanup, remedial, removal or restoration work required by any governmental authority. Licensee shall not be responsible for any Hazardous Substance that existed at the Property, Premises or Easements on the effective date of this Agreement or that otherwise does not result from the activities of Licensee. Neither Licensee nor Licensor has any knowledge of pre-existing environmental contaminants at the Premises. This Section shall survive the termination or expiration of this Agreement.

**ARTICLE 10
TREATMENT IN BANKRUPTCY**

A. Any person or entity to which this Agreement is assigned pursuant to the provisions of the Bankruptcy Code, 11 USC Sections 101, *et seq.*, shall be deemed without further act to have assumed all of the obligations of Licensee arising under this Agreement, both before and after the date of such assignment. Any such assignee shall, upon demand, execute and deliver to Licensor an instrument confirming such assumption. Any monies or other considerations payable or otherwise to be delivered in connection with such assignment shall be paid to Licensor, shall be the exclusive property of Licensor, and shall not constitute property of the Licensee or of the estate of Licensee within the meaning of the Bankruptcy Code. Any monies or other considerations constituting Licensor's property under the preceding sentence not paid or delivered to Licensor shall be held in trust for the benefit of Licensor and be promptly paid to Licensor.

B. It is the intention of the parties that if during the Term of this Agreement Licensee shall become a debtor in any voluntary or involuntary bankruptcy proceeding (a "Proceeding") under the United States Bankruptcy Code, 11 U.S.C. § 101, *et seq.* (the "Code"), this Agreement shall be treated as an "unexpired lease of nonresidential real property" for purposes of Section 365 of the Code, 11 U.S.C. § 365, and, accordingly, shall be subject to the provisions of subsections (d)(3) and (d)(4) of said Section 365.

**ARTICLE 11
CERTIFICATION AND UPDATING**

Once DAS Services have been erected and constructed, and upon request from the Licensor no more than once a year, the Licensee shall submit documentation to the Licensee's Building Department providing certification in writing that the DAS support structures are structurally sound and the electrical integrity is intact and conform to the requirements of the Licensor's Building Code and all other construction standards set forth by the Licensor's Code, federal and state law by filing a sworn and certified statement by an engineer to that effect. The Licensee may be required by the Licensor to submit more frequent certifications should there be reason to believe that the structural and/or electrical integrity of the DAS Services is jeopardized. The Certification must be based upon on-site physical inspection. If the DAS support structures or electrical integrity are non-conforming, Licensee shall repair or replace the DAS Services to bring them into compliance with the above referenced standards.

**ARTICLE 12
GENERAL PROVISIONS**

SECTION 12.01 ASSIGNABILITY

This Agreement and the rights and obligations arising hereunder will be binding upon and inure to the benefit of the parties and to their respective successors and assigns. Neither party will transfer or assign any of its rights or obligations hereunder without the prior written consent of

the other party, which consent will not be unreasonably withheld, conditioned or delayed, provided that this Agreement may be transferred or assigned in its entirety in connection with a merger, acquisition, the sale of all or substantially all of the assets of either party or similar transaction or by operation of law. Any unauthorized assignment will be null and void. In addition, Licensee may assign the Carrier Agreements without the prior written consent of Licensor. Except as otherwise provided, this Agreement shall bind and inure to the benefit of the parties and their respective successors, representatives, heirs, and assigns.

SECTION 12.02 NO PARTNERSHIP, JOINT VENTURE OR THIRD PARTY BENEFICIARIES

Nothing herein contained shall constitute a partnership between or joint venture by the parties hereto or constitute any party the agent of the others. No party shall hold itself out contrary to the terms of this Section and no party shall become liable by any representation, act or omission of the other contrary to the provisions hereof. Except for Spectra, this Agreement is not for the benefit of any third party and shall not be deemed to give any right or remedy to any such party whether referred to herein or not. Spectra is an intended third party beneficiary of this Agreement.

SECTION 12.03 FORCE MAJEURE

If a party is delayed or hindered in, or prevented from the performance required under this Agreement (except for payment of monetary obligations) by reason of earthquakes, landslides, strikes, lockouts, labor troubles, failure of power, riots, insurrections, war, acts of God or other reasons of like nature, not the fault of the party delayed in performing work or doing acts, and where reasonable measures by such party could not have avoided or mitigated the effects of such acts, then such party is excused from such performance for the period of delay. The period for the performance of any such act shall then be extended for the period of such delay. If the Licensee invokes this provision because damage to the Premises has hindered, delayed, or prevented Licensee from using the Premises, Licensee may immediately erect any temporary facilities on the Premises necessary to resume service, provided that such temporary facilities do not unreasonably interfere with Licensor's use of the Premises or ability to repair or restore the Premises. If, in Licensor's sole and absolute discretion, it elects to repair or restore the Premises, upon completion of such repair or restoration, Licensee is obligated to repair or rebuild the DAS Services in accordance with the terms of this Agreement.

SECTION 12.04 SEVERABILITY AND NON-WAIVER

If any term of this Agreement is found to be void or invalid, such finding shall not affect the remaining terms of this Agreement, which shall continue in full force and effect. The parties agree that if any provisions are deemed not enforceable, they shall be deemed modified to the extent necessary to make them enforceable. Any questions of particular interpretation shall not be interpreted against the draftsman, but rather in accordance with the fair meaning thereof. No provision of this Agreement will be deemed waived by either party unless expressly waived in writing signed by the waiving party. No waiver shall be implied by delay or any other act or omission of either party. No waiver by either party of any provision of this Agreement shall be

deemed a waiver of such provision with respect to any subsequent matter relating to such provision.

SECTION 12.05 NOTICES

- A. Except as expressly set forth in this Agreement to the contrary, any consents, requests, demands, communications, and other notices permitted or required to be given hereunder will be in writing and be deemed validly given (a) upon delivery, if personally delivered with service fees prepaid, (b) upon delivery, if delivered, with fees prepaid, by reputable overnight courier that provides proof of delivery, or (c) three (3) business days following deposit in the United States mail, first class, postage prepaid, certified or registered, and return receipt requested. The foregoing will be the only permitted mechanism for delivery of such communications, and the addresses set forth below will be the proper addresses for notices provided hereunder. Either party, by means of a notice properly given hereunder, may change its address for purposes of receiving future notices hereunder. For purposes of clarity, any notice properly sent to a party's address identified below (or such other address as a party may give notice of hereunder) will be deemed validly given under this Agreement for all purposes until such time as notification of a different address for notice purposes hereunder has been given.

To Licensor:

City of Casper, Wyoming
c/o City Manager's Office
200 North David Street
Casper, WY 82601
Attention: City Manager
with a copy to: Legal Department (same address)

To Licensee:

Bandwidth Logic
28 Valley Road, Suite 1
Montclair, New Jersey 07042
Attn: Matt Fallon
VP-Business Development
*****with a copy to:**
Vincenti & Vincenti, P.C.
61 Broadway
Suite 1310
New York, NY 10006
Attn: Paul J. Vincenti, Esq.

- B. Notice for all operational and emergency contacts shall initially be as follows. Licensor and Licensee shall each notify the other as the following change from time to time:

If to Licensee, for general operational matters: Licensee Emergency Services contact:

Bandwidth Logic
28 Valley Road, Suite 1
Montclair, New Jersey 07042
Attn: Matt Fallon
VP-Business Development

***Network operations center: (833)
BWLOGIC

If to Licensor, for general operational matters:

Licensor Emergency Services contact:

City of Casper/ Global Spectrum, L.P.
Attn: Brad Murphy
PO Box 128
Casper WY 82602

Casper Events Center Staff
Attn: Paul Hanson
Phone #: 307-262-5558

SECTION 12.06 INCONSISTENCY WITH ANY OTHER DOCUMENT

In the event of any inconsistency between this Agreement and any document published or provided to any party prior to the Effective Date, the terms of this Agreement shall control.

SECTION 12.07 GOVERNMENTAL CLAIMS

The Licensor does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the Licensor specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

SECTION 12.08 GOVERNING LAW AND VENUE

This Agreement shall be construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

SECTION 12.09 INCORPORATION OF EXHIBITS

All Exhibits referred to herein or attached hereto are incorporated herein for all purposes.

SECTION 12.10 ENTIRE AGREEMENT AND AMENDMENTS.

This Agreement constitutes the entire agreement and understanding of the parties, and supersedes all offers, negotiations and other agreements. There are no representations or understandings of any kind not set forth herein. Any amendments to this Agreement must be in

writing and executed by both parties.

SECTION 12.11 AUTHORITY

The persons who have executed this Agreement represent and warrant that they are duly authorized to execute this Agreement in their individual or representative capacity as indicated.

SECTION 12.12 NO WARRANTY

1.1 Licensor hereby expressly disclaims all Warranties of Merchantability and Fitness for a Particular Purpose associated with the Premises. Licensee accepts the Premises "As Is." EXCEPT AS EXPRESSLY STATED IN THIS AGREEMENT, LICENSEE MAKES NO WARRANTIES OF ANY KIND OR NATURE, WHETHER EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

SECTION 12.13 AUDIT

The City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Consultant which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

[Signature page follows this page]

IN WITNESS WHEREOF, this Agreement is duly executed on the Effective Date, by the parties to this Agreement, intending themselves to be legally bound by this Agreement.

APPROVED AS TO FORM (LICENSOR’S ATTORNEY):

Walter Treml

LICENSOR:

CITY OF CASPER, WYOMING
A Wyoming municipal corporation

By: _____
Printed Name: Steven K. Freel
Its: Mayor
Date: _____

ATTEST:

CITY OF CASPER, WYOMING
A Wyoming Municipal Corporation

By: _____
Printed Name: Fleur D. Tremel
Its: City Clerk
Date: _____

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this _____ day of _____, 2020, by Steven K. Freel as the Mayor of the City of Casper.

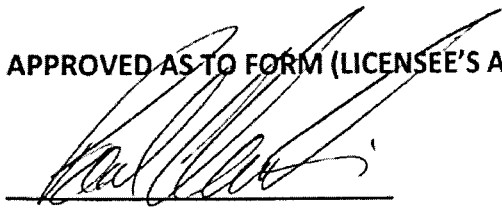
(Seal, if any)

(Signature of notarial officer)

Title (and Rank)


[My Commission Expires: _____]

APPROVED AS TO FORM (LICENSEE'S ATTORNEY):



LICENSEE:


Bandwidth Logic

By: 
Printed Name: NEIL R MILANO
Its: COO/CFO
Date: 1/30/20

STATE OF NEW YORK)
) ss.
COUNTY OF NEW YORK)

This instrument was acknowledged before me on this 30th day of January, 2020, by Neil R. Milano as the COO/CFO of Bandwidth Logic.

(Seal, if any)


(Signature of notarial officer)

PAUL VINCENTI
Notary Public, State of New York
No. 02VI6361352
Qualified in New York County
Commission Expires July 03, 2021

EXHIBIT A

ASSIGNED AREAS

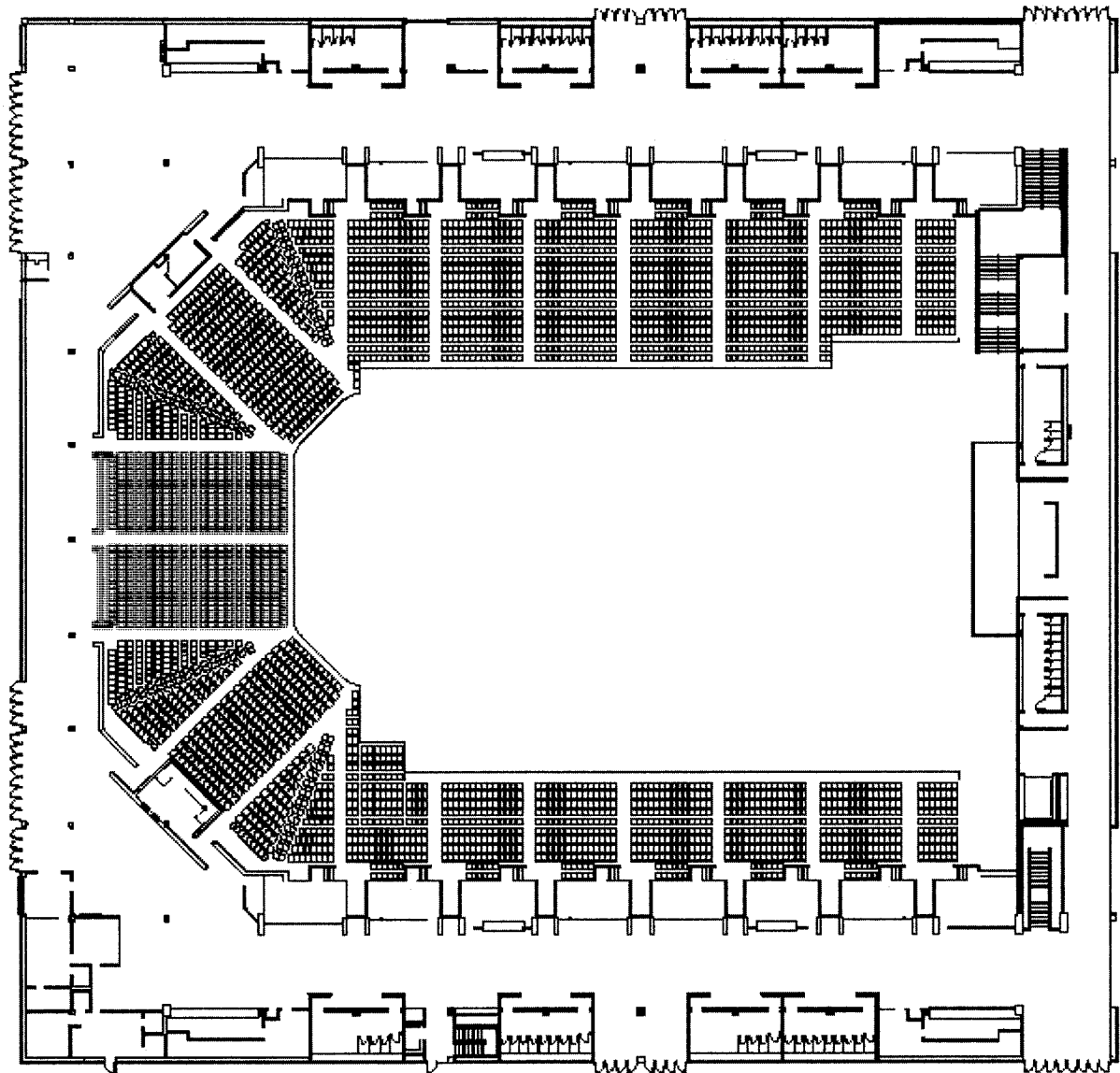
Bandwidth Logic to provide coverage in the Event Level, Concourse Level, Office, Meeting rooms, Locker Rooms and Conference Rooms.

(TOTAL SPACE REQUIRED TO BE DETERMINED, FINALIZED AND ADDED AS MUTUALLY AGREED BY THE PARTIES WITHIN 30 DAYS AFTER SIGNING EACH CARRIER AGREEMENT)

EXHIBIT B

Bandwidth Logic to provide coverage in the Event Level, Concourse Level, Office, Meeting rooms, Locker Rooms and Conference Rooms. Exhibit B to be replaced with AutoCAD Design within thirty (30) days of a carrier signed Agreement.

**COVERAGE AREA (INTERIOR AND EXTERIOR OF THE SITE)
TO BE FINALIZED AND AMENDED WITHIN 30 DAYS AFTER
SIGNING A CARRIER AGREEMENT
ACCORDING TO CARRIER SPECIFICATIONS**



Event Level

EXHIBIT C

Key Milestones and Deliverables

Key Milestones

1. Submit preliminary design (deliverable defined within) and preliminary cost proposal (deliverable defined within) to Licensor 90 days after Effective Date.
2. Provide and install a fully operational, properly functioning DAS Service that matches by the Commencement Date.

EXHIBIT D

Spectra Concurrence Letter

Exhibit D



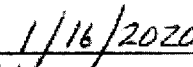
January 16th, 2020

Global Spectrum, LP d/b/a Spectra Venue Management is aware the City of Casper may approve a Site License Agreement with Bandwidth Logic, Inc. for the establishment, construction, installation, operation, and maintenance of a distributed antenna system ("DAS") at an upcoming City Council meeting. Global Spectrum concurs with the provisions and terms set forth therein.

On behalf of Global Spectrum, LP d/b/a
Spectra Venue Management



Brad Murphy
General Manager



Date

EXHIBIT E

WORK PLAN

Section B of the Bandwidth Logic Wireless Proposal for a Neutral Host Distributed Antenna System, Casper Events Center, Dates January 1, 2020.

10.3 A. Work Plan (i, ii, iii)

The work plan begins with the development of a project schedule once award is given to Bandwidth Logic. The MS Project schedule attached is an example of our DAS MS Project schedule for a project. Actual schedule is developed on award. The first priority of the schedule is to define rolls and goals for each team member that Bandwidth Logic has selected for the DAS at The Casper Event Center. The RF Engineer team has been selected due to their extensive experience designing, engineering, commissioning, testing and working with the wireless carriers on the acceptance of DAS systems across the country. First step in the process for RF Engineering team is to initiate and complete base line RF CW testing to understand the existing RF -dBm levels inside the center penetrating the building from exterior macro cell sites of each wireless carrier in the market. Next the building drawings and base-line data go into iBwave software to complete an iBwave design that will overpower the existing macro environment so we can assure that the communications and data sessions for portable devices that will be generated in the future inside the building will connect to the DAS and not to the outdoor macro sites. The RFP requires -85dBm to -89dBm, however a particular carrier may have a signal stronger than -85dBm hence the base line testing and iBwave design will ensure that if we need to overpower beyond -85dBm we will achieve that requirement so connection is made to the DAS. Contact is made with the wireless carriers in the market to begin discussions with the carriers on ascertaining their desire for spectrum utilization. We have initiated discussions with Carl Smith and Brian Woody with Union Wireless. It is our intent to bring Union Wireless on as our anchor tenant for the project. For the purpose of the development of this proposal we have developed two separate BOM's making assumptions given our extensive experience so that, as required by the RFP (10.3 A. (iii), Project Components can be addressed and answered. Bandwidth Logic, RF Engineering team and ADRF will work with the wireless carriers to develop a final design that will ultimately gain acceptance. At this same time Bandwidth Logic will be negotiating with the wireless carriers for capital contribution and operational contribution to the system.

Once design portion of schedule is complete DAS drawings and head end drawings are initiated and completed by RF Engineering team. After completion of the design reviewed and approved by Mark Parr, we bid the BOM with suppliers. For the purpose of this submittal we have had ADRF develop a BOM based on plans received from Paul Hanson during my site visit. We have had the BOM priced by a national supplier for budgeting purposes. Once a supplier is selected, they are delivered a BOM so they can cost the equipment and build the equipment list into a delivery and schedule program.

Completion of the design and drawings allows us to engage Com Tech so they can budget and cost their piece of the labor. Bandwidth Logic has extensive experience working on DAS projects nationally so for the purpose of this proposal we have estimated and budgeted the labor cost working with Jim Salazar at Com Tech.

Once final budgeting is complete the negotiating process with the wireless carriers continues and once a carrier is selected as the anchor tenant the equipment is ordered. We will focus on Union Wireless and

furthering our present negotiations and then will negotiate with VZW, AT&T, and T-Mobile, and will build a system that all four carriers can coexist on. The FCC has voted 3-2 for the merger of T-Mobile and Sprint and subsequently we will not have discussions with Sprint. Same merger should launch Dish into the wireless business and we will engage them at such time as they begin deployments.

(ii) Project Budget \$450,000 - \$550,000

Materials- \$185,000 Includes OEM, ancillary head-end equipment, drawings and procurement.

Labor- \$280,000 Includes RF Design, Install, Carrier Coordination, OEM Labor, PM, & Carrier Install.

Head-end is configured with power and telco for backhaul according to drawings. Power is estimated at 600amps for all associated DAS and carrier equipment. Each carrier usually likes 200amps but that is overkill and unnecessary. HVAC is configured and will not exceed one 5-ton unit. The head end will be less than 200 square feet and will occupy the storage space on the southeast side of the first floor. Existing closed up louver will be replaced with an HVAC unit. Additional headend space will be configured with a fenced in area where the ice chiller is located once it is removed. The headend will be fitted with racks for the DAS equipment and carrier equipment. Once those spaces reach capacity, we will utilize the concrete pad where the chiller will go away after the ice system is decommissioned in June 2020. To be clear that space will be used for carrier radios in the event we run out of space in the designated headend. The Five (5) software defined remote units are approximately 16 inches by 14 inches by 6 inches and will be wall mounted and require 110 volts of power. If house power is not available at the remote locations, we will work with house staff to deliver it.

Upon arrival of delivered equipment headend is configured by RF Engineering team while Com Tech is pulling fiber and copper to remote locations under the oversight of VP of Services for Bandwidth Logic, Jim Trella, who will manage the deployment for Bandwidth Logic. Once RF Engineering team has the head-end configured and the remote units deployed, of which there are five in our proposed BOM, the Antennas are deployed of which there are 45 (29 Omni & 16 Directional) that can be evidenced on the BOM attached hereto as well as data sheets. Omni antennas are for back of the house, concession, breakrooms, offices, and locker rooms. Directional antennas are for covering the bowl seating properly. Fiber is connected to the remote from the head end and from the remote copper is connected to the antennas. All refuse generated on a daily basis is removed by our contractors. Head-end is caged off and secured with security access control pad for approved 24 /7 access.

The system is then tested and conditioned and ready for the anchor carrier (most likely Union Wireless) to join the system. First carrier is connected and the system is tested for a short period of time for acceptance. Once the first carrier is aggregated and accepted the process can begin for additional carriers as they execute agreements and are ready to join the DAS. A list of manufacturers equipment is attached and the list also contains the specified 2500' of fiber (SISO) and 4500' of half inch copper (foam dielectric).

(iii) Project Components are listed on the attached Bill of Materials. The BOM is based on design from ADRF and is the Fiber ADX V series platform. The BOM includes power requirements for each piece of the system. The system is truly modular with a fiber backbone to the remote units. There are two types of antennas specified. There are 29 Omni Antennas that will be used in back of house, office space, meeting rooms, locker rooms, concession areas and hallways. The direction antennas, of which there are 16 will be used to properly provide coverage to the stadium seating area. Directions antennas are

used to isolate the coverage to sections based on proper allocation of coverage to ensure excellent capacity. In addition to the ADRF equipment we will also have racks and cable trays in the head end, HVAC for the headend, smoke detector in the headend. Lighting, and power in the headend. We will install a smart entry security system for the headend. The headend and remote units will also have associated UPS systems. The dimensions of the equipment and remotes are listed on the equipment spec sheets. A MS Schedule is attached and for the purpose of this project we have included an example from a project we have developed. A MS Project schedule for the Casper Events Center will be submitted after award so that dates are accurate and applicable to this project. Once we are awarded the project, we will go from the desk top design from ADRF to a formal iBwave design after base-line study by RF Connect.

RESOLUTION NO. 20-32

A RESOLUTION AUTHORIZING AN AGREEMENT
BETWEEN THE CITY OF CASPER AND BANDWIDTH LOGIC
INC. FOR A DISTRIBUTED ANTENNA SYSTEM FOR
CASPER EVENTS CENTER

WHEREAS, the City of Casper is the owner and manager of a multi-purpose sports and entertainment arena known as the Casper Events Center, located in Casper, Wyoming (the "Site"); and,

WHEREAS, the City of Casper has licensed the Casper Events Center to Global Spectrum, L.P., a Delaware limited partnership d/b/a Spectra Venue Management; and,

WHEREAS, the City of Casper and Spectra Venue Management desire to implement a distributed antenna system to support cellular service providers; and,

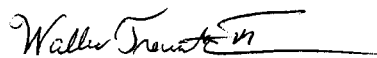
WHEREAS, the City of Casper desires Bandwidth Logic Inc. to install, operate and manage DAS throughout the Site on an exclusive basis, and Bandwidth Logic Inc. desires to provide the DAS Services subject to the provisions of this Agreement; and,

WHEREAS, Spectra Venue Management has given its approval of this Agreement with a concurrence letter, dated January 16, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement between the City of Casper and Bandwidth Logic Inc. for provision of DAS services at the Casper Events Center.

PASSED, APPROVED, AND ADOPTED this 4th day of Feb., 2020.

APPROVED AS TO FORM:





ATTEST:

Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Steven K. Freel
Mayor

January 8, 2020

MEMO TO: J. Carter Napier, City Manager 
FROM: Tom Pitlick, Financial Services Director 
SUBJECT: Financial Interest Disclosures for Calendar Year 2020

Meeting Type and Date:
Regular Council Meeting
February 4, 2020

Action Type:
Minute Action

Recommendation:
That Council, by minute action, acknowledge the receipt of financial disclosure information from City officials with public fund investment responsibility.

Summary:
According to Wyoming Statute 6-5-118, certain city officials must disclose if they have any financial interests in any financial institution that is also involved with any investment made by the City. A financial interest in any institution dealing with the City's funds can include, but is not limited to: an investment, a checking account, a savings account, and ownership of land or building which the financial institution uses to conduct business. Financial interest disclosures must be made annually in a public meeting and must be made part of the record of proceedings.

The statute requires disclosure of the existence of the financial interest, but it does not require that the specifics of the interest be disclosed. For example: if an individual has a checking account in a bank that also does business with the City, then that individual must indicate that they have an interest in the bank, but they do not need to state that the interest is a checking account, nor do they need to say how much is kept in that checking account.

All Councilmembers, as well as the following members of City Staff, were provided with a Financial Interest Disclosure Form to complete: J. Carter Napier, City Manager; Tom Pitlick, Financial Services Director; Pete Meyers, Assistant Financial Services Director; Evan Condelario, Budget/Accounting Supervisor.

Financial Considerations:
No financial considerations.

Oversight/Project Responsibility:
Tom Pitlick, Financial Services Director

Attachments:
2020 Financial Interest Disclosure Forms

Annual Financial Interest Disclosure Form

Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|-------------------|------------------|
| • Davidson Fixed Income Management | <u> </u> Yes | <u> X </u> No |
| • First Interstate Bank | <u> X </u> Yes | <u> </u> No |
| • Hilltop National Bank | <u> </u> Yes | <u> X </u> No |
| • ANB Bank | <u> </u> Yes | <u> X </u> No |
| • USbank | <u> </u> Yes | <u> X </u> No |
| • Platte Valley Bank | <u> </u> Yes | <u> X </u> No |
| • PFM Asset Management, LLC | <u> </u> Yes | <u> X </u> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Kenneth Bates

Signed: 

Date: 1-14-20

Office Held within the
Casper City Government: Councilmember

Annual Financial Interest Disclosure Form

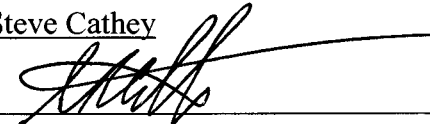
Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- Davidson Fixed Income Management Yes No
- First Interstate Bank Yes No
- Hilltop National Bank Yes No
- ANB Bank Yes No
- USbank Yes No
- Platte Valley Bank Yes No
- PFM Asset Management, LLC Yes No

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Steve Cathey

Signed: 

Date: 1/14/2020

Office Held within the
Casper City Government: Councilmember

Annual Financial Interest Disclosure Form

Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|---|--|
| • Davidson Fixed Income Management | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| • First Interstate Bank | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Hilltop National Bank | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| • ANB Bank | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| • USbank | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Platte Valley Bank | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| • PFM Asset Management, LLC | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Steven Freel

Signed: 

Date: 01/10/2020

Office Held within the
Casper City Government: Mayor

Annual Financial Interest Disclosure Form

Calendar Year 2020

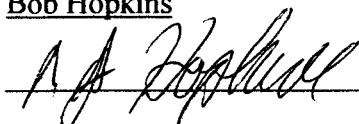
Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|-------------------|------------------|
| • Davidson Fixed Income Management | <u> </u> Yes | <u> / </u> No |
| • First Interstate Bank | <u> / </u> Yes | <u> </u> No |
| • Hilltop National Bank | <u> </u> Yes | <u> / </u> No |
| • ANB Bank | <u> </u> Yes | <u> / </u> No |
| • USbank | <u> </u> Yes | <u> / </u> No |
| • Platte Valley Bank | <u> </u> Yes | <u> / </u> No |
| • PFM Asset Management, LLC | <u> </u> Yes | <u> / </u> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Bob Hopkins

Signed: _____



Date: _____



Office Held within the
Casper City Government: Councilmember

Annual Financial Interest Disclosure Form


Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- Davidson Fixed Income Management Yes No
- First Interstate Bank *Persona Bank account* Yes No
- Hilltop National Bank *Business* Yes No
- ANB Bank Yes No
- USbank Yes No
- Platte Valley Bank Yes No
- PFM Asset Management, LLC Yes No

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Mike Huber

Signed: 

Date: 1/14/20

Office Held within the
Casper City Government: Councilmember

Annual Financial Interest Disclosure Form

Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|-----------|-----------------|
| • Davidson Fixed Income Management | _____ Yes | <u> X </u> No |
| • First Interstate Bank | _____ Yes | <u> X </u> No |
| • Hilltop National Bank | _____ Yes | <u> X </u> No |
| • ANB Bank | _____ Yes | <u> X </u> No |
| • USbank | _____ Yes | <u> X </u> No |
| • Platte Valley Bank | _____ Yes | <u> X </u> No |
| • PFM Asset Management, LLC | _____ Yes | <u> X </u> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Shawn Johnson

Signed: _____

Date: 1/28/2020

Office Held within the
Casper City Government: Councilmember

Annual Financial Interest Disclosure Form

Calendar Year 2020

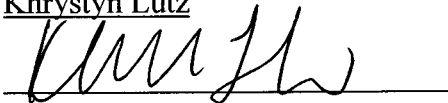
Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|-----------|-----------------|
| • Davidson Fixed Income Management | _____ Yes | <u> X </u> No |
| • First Interstate Bank | _____ Yes | <u> X </u> No |
| • Hilltop National Bank | _____ Yes | <u> X </u> No |
| • ANB Bank | _____ Yes | <u> X </u> No |
| • USbank | _____ Yes | <u> X </u> No |
| • Platte Valley Bank | _____ Yes | <u> X </u> No |
| • PFM Asset Management, LLC | _____ Yes | <u> X </u> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Khrystyn Lutz

Signed: _____



Date: _____

1/14/2020

Office Held within the
Casper City Government: Vice President

Annual Financial Interest Disclosure Form

Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|------------------|-----------------|
| • Davidson Fixed Income Management | <u> </u> Yes | <u> X </u> No |
| • First Interstate Bank | <u> </u> Yes | <u> X </u> No |
| • Hilltop National Bank | <u> X </u> Yes | <u> X </u> No |
| • ANB Bank | <u> </u> Yes | <u> X </u> No |
| • USbank | <u> </u> Yes | <u> X </u> No |
| • Platte Valley Bank | <u> </u> Yes | <u> X </u> No |
| • PFM Asset Management, LLC | <u> </u> Yes | <u> X </u> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Ray Pacheco

Signed:



Date:

1/9/2020

Office Held within the

Casper City Government: Councilmember

Annual Financial Interest Disclosure Form

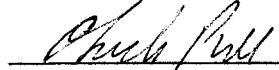
Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- Davidson Fixed Income Management _____ Yes CP No
- First Interstate Bank _____ Yes CP No
- Hilltop National Bank _____ Yes CP No
- ANB Bank _____ Yes CP No
- USbank _____ Yes CP No
- Platte Valley Bank _____ Yes CP No
- PFM Asset Management, LLC _____ Yes CP No

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Charles Powell

Signed: 

Date: 1/9/20

Office Held within the Casper City Government: Councilmember

Annual Financial Interest Disclosure Form

Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|-------------------|------------------|
| • Davidson Fixed Income Management | <u> </u> Yes | <u> ✓ </u> No |
| • First Interstate Bank | <u> </u> Yes | <u> ✓ </u> No |
| • Hilltop National Bank | <u> ✓ </u> Yes | <u> </u> No |
| • ANB Bank | <u> </u> Yes | <u> ✓ </u> No |
| • USbank | <u> </u> Yes | <u> ✓ </u> No |
| • Platte Valley Bank | <u> </u> Yes | <u> ✓ </u> No |
| • PFM Asset Management, LLC | <u> </u> Yes | <u> ✓ </u> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Evan Condelario

Signed: 

Date: 1/9/2020

Office Held within the
Casper City Government: Budget/Accounting Supervisor

Annual Financial Interest Disclosure Form

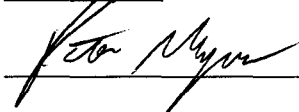
Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|-----------|-------------|
| • Davidson Fixed Income Management | _____ Yes | <u>✓</u> No |
| • First Interstate Bank | _____ Yes | <u>✓</u> No |
| • Hilltop National Bank | _____ Yes | <u>✓</u> No |
| • ANB Bank | _____ Yes | <u>✓</u> No |
| • USbank | _____ Yes | <u>✓</u> No |
| • Platte Valley Bank | _____ Yes | <u>✓</u> No |
| • PFM Asset Management, LLC | _____ Yes | <u>✓</u> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Pete Meyers

Signed: 

Date: 1/9/2020

Office Held within the
Casper City Government: Assistant Financial Services Director

Annual Financial Interest Disclosure Form

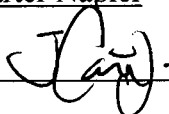
Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|-------------------|------------------|
| • Davidson Fixed Income Management | <u> </u> Yes | <u> ✓ </u> No |
| • First Interstate Bank | <u> ✓ </u> Yes | <u> </u> No |
| • Hilltop National Bank | <u> </u> Yes | <u> ✓ </u> No |
| • ANB Bank | <u> </u> Yes | <u> ✓ </u> No |
| • USbank | <u> </u> Yes | <u> ✓ </u> No |
| • Platte Valley Bank | <u> </u> Yes | <u> ✓ </u> No |
| • PFM Asset Management, LLC | <u> </u> Yes | <u> ✓ </u> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): J. Carter Napier

Signed: 

Date: 1/9/20

Office Held within the
Casper City Government: City Manager

Annual Financial Interest Disclosure Form

Calendar Year 2020

Pursuant to W.S. 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms that also have involvement with investments of the City of Casper pursuant to W.S. 9-4-831:

- | | | |
|------------------------------------|-------------------|------------------|
| • Davidson Fixed Income Management | <u> </u> Yes | <u> ✓ </u> No |
| • First Interstate Bank | <u> ✓ </u> Yes | <u> </u> No |
| • Hilltop National Bank | <u> </u> Yes | <u> ✓ </u> No |
| • ANB Bank | <u> </u> Yes | <u> ✓ </u> No |
| • USbank | <u> </u> Yes | <u> ✓ </u> No |
| • Platte Valley Bank | <u> </u> Yes | <u> ✓ </u> No |
| • PFM Asset Management, LLC | <u> </u> Yes | <u> ✓ </u> No |

I request that submission of this form be made part of the record of proceedings for this meeting.

Name (Print): Tom Pitlick

Signed: Tom Pitlick

Date: 1/9/2020

Office Held within the
Casper City Government: Financial Services Director

January 11, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tracey L. Belser, Support Services Director *TLB*
Dan Coryell, Fleet Manager
SUBJECT: Authorize the Purchase of One (1) New 2x4 Cab and Chassis Truck with Compressor, Crane, and Utility Body, to be Used by the Solid Waste Division of the Public Services Department.

Meeting Type & Date
Regular Council Meeting
February 4, 2020

Action type
Minute Action

Recommendation
That Council, by minute action, authorize the purchase of one (1) new Freightliner M2 106 with compressor, crane, and utility body from Floyds Truck Center in Casper, Wyoming; to be used in the Solid Waste Division of the Public Services Department, in the total amount of \$163,346.00.

Summary
On October 22, 2019, bids were publicly opened for the purchase of one (1) new 2x4 cab and chassis truck with accessories. A total of five (5) bids were received. Much time was spent thoroughly reviewing each bid to determine which items met specifications and which items did not. After much research, it was clear that the vendor with the lowest priced bid did not meet the specifications on the utility body and crane that is needed for landfill operations. Staff is recommending to award the second highest bid that did meet all specifications listed on the bid documents.

This purchase is an addition to the fleet at the Solid Waste Facility. New facilities and operations at the Solid Waste Facility, including the MRF Building, will require mobile service vehicles like this to help assure continuing service to the public even with equipment malfunctions and or breakdowns.

As required by Wyoming State Statute 15-1-113(b), the State of Wyoming notice was published in a local newspaper once a week for a minimum of two (2) consecutive weeks.

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-In</u>	<u>Total</u>
Peterbilt	Peterbilt of WY	\$165,455	0	\$165,455
Ford F750	Fremont Motors	\$146,764	0	\$146,764
Freightliner	Floyds Truck Center	\$163,346	0	\$163,346
Peterbilt (autocrane)	Peterbilt of WY	\$166,416	0	\$166,416

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-In</u>	<u>Total</u>
Ford F750 (ATEC)	Fremont Motors	\$167,620	0	\$167,620

The recommended purchase of this 2x4 cab and chassis truck meets all of the required specifications for equipment in this application.

Financial Considerations

This purchase was approved in the FY20 adopted budget and is funded by Balefill Revenue.

Oversight/Project Responsibility

This purchase will be made by Dan Coryell, Fleet Manager. Oversight will be transferred to Sean Orszulak, Solid Waste Superintendent, after the equipment is received.

Attachments

Specifications

CITY OF CASPER
FLEET MAINTENANCE DIVISION
CITY OF CASPER
October 2, 2019

Notice is hereby given that the City of Casper, Wyoming will receive sealed bids at the Casper Service Center, 1800 E. K Street, Casper, Wyoming, **until 3:30 p.m., October 22, 2019** for the following:

One (1) New **(25,999 G.V.W. minimum), 2x4 Cab & Chassis, Dual Rear Wheel truck, with Compressor, Crane and Utility Body**. This vehicle is to be used in the Refuse Collection Section, of the Solid Waste Division, of the Public Services Department.

General Specifications:

It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of One (1) **new (25,999 G.V.W. minimum), 2x4 Cab & Chassis, Dual Rear Wheel truck, with Compressor, Crane and Utility Body**. This vehicle is to be used in the Refuse Collection Section, of the Solid Waste Division, of the Public Services Department. This unit shall be new with less than Five Thousand (5000) miles and be less than six months old. Unit shall be delivered complete and ready for service, as specified, and shall be equipped with all of the manufacturer's standard equipment, as advertised, whether or not specifically mentioned in these specifications, in addition to all other equipment and attachments specified herein.

<u>ITEM</u>	<u>MINIMUM SPECIFICATIONS</u>	<u>BIDDERS SPECIFICATIONS</u>
<u>CAB & CHASSIS</u>		
GVWR	Manufactured in the USA, Minimum GVW of 25,999 lbs. 2 wheel drive.	_____
Wheelbase	158" approximately	_____
Transmission	7 Speed Manual Transmission or Equal (Equal = Automatic Transmission).	_____
Rear Axle	4.88 Ratio Rear Axle or Equal Multi leaf springs on Rear Axle	_____ _____

Steering	Power Steering	_____
Brakes	Air brakes and an electric brake controller for trailers, parking brake/front wheel seals	_____
Engine	Diesel powered engine 7.2 L capable of producing 230 hp minimum. Must have block heater and jump start stud.	_____
Fuel Supply	50 gallon minimum capacity, driver's side with DEF on driver's side.	_____
Tires/Wheels	Steel wheels, spare tire and wheel Tire sizes and specs to meet weight of vehicle.	_____
Exhaust	Under body exhaust preferred	_____
Trailer Connection	Trailer connection package with a 7 spade plug in for trailers.	_____
Other	Front tow hooks, trans power take off provisions	_____
Cab	Standard cab, power locks and windows, air adjustable lumbar driver seat, AM/FM/Bluetooth radio, heater, defroster, air conditioning, heated mirrors.	_____

SERVICE BODY

Titan Armor 60 Service Body or Equal with 84" CA W/58-IN compartments, one Piece side design, fully hydraulic out-Riggers, T-Door handles, 50" flat floor master locking system, 9 drawer tool box SS1 compartment, 9 drawer tool box SS2 compartment, Oxy-Acet holders, compartment lighting, stainless door hinges/pins, shelving package/rope lights/work lights, 24" work bench bumper w/ storage

compartment, plus weight rating and class HD receiver hitch. 36-gal bulkhead hyd. reservoir, fully undercoated, and spray on liner (Floor, Sides, Tops and Bumper).

CRANE

Auto Crane 10006H Crane or equivalent with 10,000 Lb Capacity at 6 feet and 6,000 lbs. at 10 Feet. Wireless Remote with proportional control Two Speed 360 degree Rotation Power boom extension to 25' Boom support 55 feet minimum Line speed via planetary Hoist. No manual extension will be accepted to reach the 25'. PTO with tandem pump.

COMPRESSOR

RS60A Compressor or Equal Fully hydraulic and delivers 60 CFM@ 100 PSI. Oil Cooler, hour Meter. 30 Gallon Under Body Air Tank. Hose Reel with 50 foot 3/8" or larger hose. Filter Regulator Lubricator

WARRANTY

The manufacturer will guarantee all parts against defective material and workmanship for a period of one year after date of delivery and acceptance subject to the terms and conditions in the Manufacturer's Standard Warranty.

The truck chassis will carry the standard truck manufacturer's warranty with parts and service available from a local dealer.

PARTS SERVICE AND MANUALS

The Unit shall include two complete sets of operator's manuals and repair parts lists.

TRADE IN

No Trade In

TEMPORARY LICENSE AND TITLE

Temporary license will not start until truck is delivered complete to buyer and ready for service.

Original titles to be delivered to 1800 E. "K" Street, Casper, WY 82601, within 30 days of 82601, within 30 days of Vehicle Delivery.

Title to be made out as:
City of Casper
200 N. David
Casper, WY 82601

NOTE: This form may be duplicated.

Exceptions to any of the provisions of these specifications may be waived provided they are clearly stated in the Bid, and if in the opinion of the City of Casper, the Bid complied with the intent of the specification.

Should funding be inadequate to cover the items bid, all bids may be rejected or quantities adjusted to fit budget amount.

All contacts should be made through Dan Coryell, Casper Service Center, Casper, Wyoming, 82601. Phone 307-235-8410.

**PROPOSAL FOR FURNISHING
ONE (1) NEW 2x4 CAB & CHASSIS, DUAL REAR WHEEL TRUCK, WITH
COMPRESSOR, CRANE AND UTILITY BODY
FOR THE
PUBLIC SERVICES DEPARTMENT**

Proposal of (Name) _____
(Address) _____

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated October 2nd, 2019.

BID ITEM: _____
Description: _____

Make and Model: _____
Federal Certified GVW: _____

I. Price bid for One (1) New Service Truck and accessories as specified \$ _____

II. NET COST TO CITY (Total Price minus trade-ins): \$ _____

III. Delivery: F.O.B. City Of Casper within _____ calendar days after award of contract by City Council.

V. Any trade-in units will be considered optional if, in the opinion of the City of Casper authorized staff, it is found to be in the best interest of the City of Casper to do so.

In addition to this proposal, the undersigned herewith submits complete information, including specifications and descriptive literature to fully describe and illustrate the equipment and accessories offered. Incomplete bid specification will be considered non-compliant and rejected.

Bidder proposes to deliver equipment in accordance with the schedule above and agrees that liquidated damages will be charged to him in accordance with specifications if delivery is not made in accordance with said schedule.

A bid bond, certified check, or cashier's check made payable to the City of Casper, Wyoming, in an amount of five percent (5%) of the total amount of this bid is enclosed as per requirements of section II. The undersigned certifies that he understands the specifications relating to said bid security and agrees to the conditions set forth in said specifications.

Discounts will be allowed for prompt payment as follows:

10 Day _____%; 20 Days _____%; 30 Days _____%.

Submitted By: _____ Title: _____ Date: _____

Signature: _____ Phone: _____

**CITY OF CASPER, WYOMING
SPECIFICATIONS FOR
ONE (1) NEW 2x4 CAB & CHASSIS, DUAL REAR WHEEL
TRUCK, WITH COMPRESSOR, CRANE AND UTILITY BODY
(Approved by the City Attorney, 2014)
Dated the 2nd day of October, 2019**

I. GENERAL:

The following specifications, including exhibits, attached hereto, shall constitute the minimum acceptable specifications for the goods and/or services for which bids are requested. Bidders shall include all items standard to article bid, whether or not specifically mentioned in these specifications.

All goods shall be new and the latest current production models meeting the terms of the specifications.

No bids may be withdrawn within thirty (30) days after the scheduled closing time for receipt of bids without the consent of the City of Casper, Wyoming.

II. BID GUARANTY:

The City of Casper is required by Wyoming Statutes, 15-1-113, to receive a certified check, cashier's check, bank draft upon a reputable bank, or a bid bond in the amount of five percent (5%) of the total bid shall be provided for each bid submitted. If the bid is for more than one hundred and fifty thousand dollars (\$150,000), only a bid bond with sufficient surety in the amount of five percent (5%) of the total bid amount will be accepted to consider any bid. Bid with deposit shall be filed with the FLEET MAINTENANCE DIVISION, Casper Service Center, 1800 E. "K" Street, Casper, WY 82601, securely sealed, and endorsed upon the outside of the wrapper, with a brief statement as to the nature for which the bid is provided. Upon bid award, such surety shall be returned to the unsuccessful bidder(s). In the case of the successful bidder, five percent (5%) surety will be retained by the City until a proper bond or other proper bid guarantee to secure performance has been filed and approved if required by the specifications of the bid.

III. SCHEDULE FOR DELIVERY AND LIQUIDATED DAMAGES:

Unless a schedule has been specified in the bidding documents, each bidder shall specify, in its proposal, the time required for delivery of his goods to the place designated.

The provisions of Section II BID GUARANTY, shall apply to all bids, contracts and delivery times as specified. Failure to enter into a contract for said bid with the city within 30 days of the award or

failure to proceed and/or deliver upon said bid or contract will result in forfeiture of bid guarantee.

IV. PLACE OF DELIVERY:

The successful bidder shall deliver the goods to the City of Casper, Casper Service Center, 1800 East "K" Street, Casper, Wyoming, unless otherwise specified.

V. CONDITIONS OF DELIVERY; RIGHT OF INSPECTION:

Goods, when delivered, shall be accompanied by a Statement Dealer's Certificate of Servicing and Inspection signed by the bidder certifying that the goods have been inspected and complies in all respects to the contract. Bidder shall attach to said statement a certificate by the manufacturer of the goods certifying that said goods have been inspected and serviced in the event the goods are not manufactured by the bidder. The City may, in its discretion, waive this requirement.

The City further reserves the right to make an inspection of the goods within a reasonable time after delivery to ensure compliance with the contract. Failure by City to make such inspection or upon inspection, failure to discover defects which cannot reasonably be discovered upon inspection, shall not constitute a waiver or be a limitation upon any remedy which the City may have at law or in equity.

VI. WARRANTY:

Each bidder shall enclose, with their bid, a copy of the warranty which applies to the goods proposed to be furnished. The warranty supplied will be considered by the City in determining the responsibility of the bidders.

VII. SERVICE FACILITIES:

It is essential that repair parts and service be adequate and readily available so that the goods can be maintained in good operating condition without protracted time loss for repairs.

The BIDDER SHALL CLEARLY STATE in his proposal the extent to which he carries a complete inventory of repair parts and service facilities. The City reserves the right to evaluate past performance of each bidder in analyzing the bid received and to consider such evaluation, in addition to other factors, in awarding the contracts for equipment.

VIII. DETAILED SPECIFICATIONS:

Goods bid shall conform to the detailed specifications outlined for the various bid items, attached hereto. No deviations from the terms of the specifications will be allowed, and such deviations shall

be grounds for rejection of any bid, provided, however, that the City may allow any deviation if it finds, in its sole discretion, that the deviation is not a material deviation.

If bidder submits a bid using differing materials from those specified, he shall submit complete specifications for those items, including proposed manufacturer and catalog numbers with appropriate literature. The City may consider such specifications if it finds, in its sole discretion, that said specifications meet the intent of its specifications set forth herein and do not differ materially from its specifications.

IX. STATEMENT OF COMPLIANCE:

Should any requirement in these specifications not be included in manufacture's specifications sheets, bidder shall include with his bid, a statement of compliance. Failure to do so may be held as grounds for disqualification of bid.

X. CONSIDERATION OF BIDS:

The City of Casper, Wyoming, reserves the right to evaluate all bids received on the basis of the conformance with these specifications, the availability of repair parts, and the adequacy of service facilities, the delivery schedules, and other criteria as well as (net) cost, and to consider such evaluation in awarding contracts for the furnishing of the bid items specified. The City will award the contract to the lowest responsible bidder.

XI. PAYMENT

The City shall make a lump sum payment upon delivery and acceptance of all goods bid. A complete City of Casper voucher shall be processed for payment after an invoice is received from the vendor. Payment will be made within forty-five (45) days pursuant to Wyoming State Statute 16-6-601.

Statute W.S. 16-6-602:

16-6-601. Definitions.

(a) As used in this article:

(i) "Agency" means any department, agency or other instrumentality of the state or of a political subdivision of the state;

W.S. 16-6-602. Payment of agency accounts; interest.

Except as provided by contract, any agency which purchases or procures goods and services from a nongovernmental entity shall pay the amount due within forty-five (45) days after receipt of a correct notice of amount due for the goods or services provided or shall pay interest from the forty-fifth day at the rate of one and one-half percent (1 1/2%) per month on the unpaid balance until the account is

paid in full, unless a good faith dispute exists as to the agency's obligation to pay all or a portion of the account.

XII. SALES TAX EXEMPTION CERTIFICATE:

The City of Casper, Wyoming, is exempted for paying the sales tax specified by Wyoming Statutes, and from paying Federal Excise taxes. Upon request, an exemption certificate will be furnished to the successful bidder.

XIII. GOVERNING LAW:

In the event of any claim, suit, or demand which may result from a bid or bids submitted thereunder, or the award of any contract as a result of submission of a bid, the bidder or bidders agree that Wyoming law shall govern any such claim, suit, or demand the rights and duties of the parties thereunder.

XIV. ADDITIONAL INFORMATION:

If additional information is required, written instructions shall be issued. No oral instructions or interpretations will be considered binding unless confirmed in the form of addenda and shall be furnished to all bidders who shall submit a signed copy of all addenda with their bid. Please refer all questions to Dan Coryell, 1800 East "K" Street, Casper, Wyoming, 82601, (307) 235-8410.

January 20, 2020

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

FROM: Tom Pitlick, Financial Services Director *TP*
Pete Meyers, Assistant Financial Services Director *PM*
Connie Arnold, Finance Supervisor *CA*

SUBJECT: Authorize the discharge of \$53,670.16 uncollectible accounts receivable balances, aged between the date of July 1, 2014 and December 31, 2014, including more recent estate liquidations and bankruptcies.

Meeting Type & Date
Regular Council Meeting
February 4, 2020

Action type
Minute Action

Recommendation

That Council, by Minute Action, authorize the discharge of \$53,670.16 of uncollectible accounts receivable balances, aged between the dates of July 1, 2014 and December 31, 2014, including more recent estate liquidations and bankruptcies.

Summary

Wyoming State Statute 16-4-502 specifies that amounts owed to the City can be discharged by the City Council upon certification of those accounts to the City Council by the City Manager. The accompanying list meets the certification requirement, which requires that an account be uncollectible by means of collection efforts being exhausted, death, or bankruptcy. Staff has cross referenced the current utility accounts, payroll, and accounts receivable database for names and addresses as a final review.

Staff is always reticent to release any debt as uncollectible. After sixty days of pursuit by City Staff, unpaid debts are referred to a private collection agency. But after five years of collection effort, these debts have not been collected. It has become exceedingly unlikely that additional effort expended on collection will result in any additional payments.

The attached accounts receivable list shows all amounts owed up to December 31, 2014. This proposed discharge maintains five (5) years of accounts receivable on the aged trial balance, supporting staff's current workflow to continually clear up bad debt. The total balance of \$53,670.16 is certified for discharge.

Financial Considerations

The accounts requested to be discharged will have no financial impact to the City's reported financial results. The City adjusts bad debt expense at the end of each fiscal year, and because the proposed accounts for write-off are five (5) years old, they have been previously recognized.

Oversight/Project Responsibility

Connie Arnold, Finance Supervisor

Attachments

Summary Table – Fund breakdown of the Uncollectible Accounts Receivable Discharge List.
City of Casper Uncollectible Accounts Receivable Discharge Listing – Up through 12/31/14.

CITY OF CASPER

UNCOLLECTIBLE ACCOUNTS RECEIVABLE DISCHARGE

as of December 31, 2014

Includes more recent estate liquidations and bankruptcies

Summary Table

Discharge Reason	Non-Utility	Water Distribution	Wastewater Collection	Refuse Collection	Total Amount
Collection Efforts Exhausted	\$ 13,460.93	\$19,430.15	\$7,301.75	\$6,527.75	\$46,720.58
Bankruptcy	162.36	715.07	318.7	380.77	\$1,576.90
Estate Liquidation	\$1,804.50	2291.71	589.3	687.17	\$5,372.68
Total	\$15,427.79	\$22,436.93	\$8,209.75	\$7,595.69	\$53,670.16

The non-utility accounts receivable in the 'Collection Efforts Exhausted' section consists largely of the following services: Casper Event Center: \$10,186.17 special event contract in default since 9/23/2014 Risk Management: \$1,751.30 in accidents; Municipal Court: \$778.00 of insufficient fund transactions; and the remaining \$745.46 is from Code Enforcement billing for weed/litter abatement.

CITY OF CASPER

UNCOLLECTIBLE ACCOUNTS RECEIVABLE DISCHARGE

As of December 31, 2014

Includes more recent estate liquidations and bankruptcies.

Listing by Account Holder

AKD LLC	10/8/2014	\$33.89	Collection Efforts Exhausted
Alisha Collins	11/12/2014	\$23.17	Collection Efforts Exhausted
Alton, Rory	8/27/2014	\$25.00	Collection Efforts Exhausted
Amerson, Carla	7/30/2014	\$69.38	Collection Efforts Exhausted
Anderson, Charles	11/12/2014	\$107.93	Collection Efforts Exhausted
Anderson, Roxanne	12/9/2014	\$87.62	Collection Efforts Exhausted
Anderson, Tanya	8/21/2014	\$33.81	Bankruptcy
Anderson, Travis	7/14/2014	\$114.00	Collection Efforts Exhausted
Antonovich, Mike	9/4/2014	\$660.81	Collection Efforts Exhausted
Araujo, Arnold	12/15/2014	\$26.42	Collection Efforts Exhausted
Armstrong, Jeremy	12/31/2014	\$150.23	Collection Efforts Exhausted
Armstrong, Jeremy	11/6/2014	\$153.26	Collection Efforts Exhausted
Arnesen, Ben	7/1/2014	\$18.20	Collection Efforts Exhausted
Arnold, Derik	8/29/2014	\$58.85	Collection Efforts Exhausted
Asbridge, Melissa	8/14/2014	\$42.05	Collection Efforts Exhausted
Ayers, Robers	8/27/2014	\$84.16	Collection Efforts Exhausted
Ayers, Robert	7/23/2014	\$19.75	Collection Efforts Exhausted
Bailey, Shannon	8/5/2014	\$124.51	Collection Efforts Exhausted
Baker, Boston	11/3/2014	\$231.00	Collection Efforts Exhausted
Banks, Chris	10/27/2014	\$156.28	Collection Efforts Exhausted
Barba, Vincent	7/14/2014	\$55.04	Collection Efforts Exhausted
Barber, Charles	7/10/2014	\$1,333.61	Collection Efforts Exhausted
Bartolic, Stevan	7/31/2014	\$44.70	Collection Efforts Exhausted
Beach, Donna	8/25/2014	\$18.45	Collection Efforts Exhausted
Bennett, Chris	10/21/2014	\$110.34	Collection Efforts Exhausted
Bjornson, Michael	5/2/2014	\$220.00	Collection Efforts Exhausted
Bjornstad, Melissa	7/1/2014	\$80.05	Collection Efforts Exhausted
Block, Jordan	11/3/2014	\$206.00	Collection Efforts Exhausted
Bockman Jr, Robert	8/19/2014	\$143.86	Collection Efforts Exhausted
Bolin, Braxton	10/17/2014	\$125.93	Collection Efforts Exhausted
Borino, Christy	12/4/2014	\$24.16	Collection Efforts Exhausted
Boyd, Wesley	7/14/2014	\$259.00	Collection Efforts Exhausted
Branscum, Ken	12/5/2014	\$5.61	Collection Efforts Exhausted
Branstetter, Cindy	10/1/2014	\$396.27	Collection Efforts Exhausted
Brantz, Paul	6/11/2018	\$34.03	Estate Liquidation
Bridgford, Harvey	12/5/2014	\$302.83	Collection Efforts Exhausted
Brost, Justin	12/16/2014	\$513.88	Collection Efforts Exhausted

Brown, Jennifer	8/1/2014	\$76.51	Collection Efforts Exhausted
Brown, Jessica	12/19/2014	\$58.45	Collection Efforts Exhausted
Brown, Vanessa	9/19/2014	\$211.87	Collection Efforts Exhausted
Bryant, Wendy	12/18/2014	\$433.96	Collection Efforts Exhausted
Buckallew, Shila	7/22/2015	\$16.07	Bankruptcy
Buell, Mindy	9/3/2014	\$55.38	Collection Efforts Exhausted
Burrough, Dorothy	10/15/2019	\$78.75	Estate Liquidation
Cain, Nichole	10/2/2018	\$195.89	Bankruptcy
Campbell, James	12/18/2017	\$155.52	Bankruptcy
Cantrell, Kristofer	9/12/2014	\$229.69	Collection Efforts Exhausted
Carpenter, Amanda	11/17/2014	\$66.72	Collection Efforts Exhausted
Carpenter, Cortnie	2/6/2017	\$143.95	Bankruptcy
Carpenter, Justin	9/16/2014	\$363.86	Collection Efforts Exhausted
Cathcart, Jason	11/5/2014	\$225.32	Collection Efforts Exhausted
Chapman, Kim	10/15/2014	\$129.25	Collection Efforts Exhausted
Childers, Dominique	9/11/2014	\$49.74	Collection Efforts Exhausted
Christ, Rene	9/12/2014	\$101.14	Collection Efforts Exhausted
Cioffi-Sweeney, Veda	10/1/2014	\$59.63	Collection Efforts Exhausted
Clark, Darlyn	10/17/2018	\$190.70	Estate Liquidation
Clark, Henry	2/11/2019	\$82.72	Estate Liquidation
Clark, Trevor	7/2/2014	\$196.67	Collection Efforts Exhausted
Collett, Todd	12/24/2014	\$141.81	Collection Efforts Exhausted
Collier, Justin	8/4/2014	\$70.28	Collection Efforts Exhausted
Conner, Jeff W	7/15/2014	\$103.23	Collection Efforts Exhausted
Cook, Heather	10/31/2014	\$13.13	Collection Efforts Exhausted
Corke, Mark	1/9/2014	\$40.00	Collection Efforts Exhausted
Counts, Kristofer	10/29/2014	\$292.79	Collection Efforts Exhausted
Cozzie, Zach	10/17/2014	\$146.24	Collection Efforts Exhausted
Cramer, Rae Anne	10/23/2014	\$76.45	Collection Efforts Exhausted
Crossroads View	11/3/2014	\$800.45	Collection Efforts Exhausted
Dalton, Christine	12/8/2014	\$321.41	Collection Efforts Exhausted
Daniels, Shirley	6/1/2016	\$109.00	Estate Liquidation
Davis, Cole	10/31/2014	\$103.70	Collection Efforts Exhausted
Derrick, Kerry	8/26/2014	\$94.27	Collection Efforts Exhausted
Deveraux, Brian	9/17/2014	\$25.53	Collection Efforts Exhausted
Devil Dog Trucking	8/13/2014	\$157.51	Collection Efforts Exhausted
Dieguez, Roy	9/16/2014	\$103.70	Collection Efforts Exhausted
Dilts, Sarah	7/9/2014	\$202.99	Bankruptcy
Dilulo, David	8/20/2014	\$127.28	Collection Efforts Exhausted
Dixon, Benjamin	12/29/2014	\$18.02	Collection Efforts Exhausted
Dolbare, Thomas	11/5/2014	\$24.85	Collection Efforts Exhausted
Dressler, Geraldine	10/31/2018	\$245.34	Estate Liquidation
Dudley, James	9/4/2018	\$77.09	Estate Liquidation
Dudley, James	6/19/2018	\$144.02	Estate Liquidation
Dudley, Stormie	11/21/2014	\$131.21	Collection Efforts Exhausted

Duffy, Jessica	11/21/2014	\$373.00	Collection Efforts Exhausted
Dunning, Marty	9/30/2014	\$48.55	Collection Efforts Exhausted
Edmiston, Shirley	10/24/2014	\$50.34	Collection Efforts Exhausted
Edwards, Brian	8/22/2014	\$50.08	Collection Efforts Exhausted
Elliott, Christina	7/30/2014	\$126.38	Collection Efforts Exhausted
Ellis, Autumn	8/18/2014	\$96.33	Collection Efforts Exhausted
Emerson, Carol	1/8/2019	\$1,154.09	Estate Liquidation
Emrich, Marvin	8/14/2014	\$59.34	Collection Efforts Exhausted
Engleman, Dawnelle	12/2/2014	\$498.66	Collection Efforts Exhausted
Ferraro, Michael	12/22/2014	\$28.28	Collection Efforts Exhausted
Fielder Jr., Jessie	10/2/2014	\$293.44	Collection Efforts Exhausted
Fischer, James	8/6/2014	\$28.54	Collection Efforts Exhausted
Fitzgerald, Kathleen	8/15/2014	\$6.38	Collection Efforts Exhausted
Fitzgerald, Sheridan	8/5/2014	\$34.28	Collection Efforts Exhausted
Foote, Justin	12/23/2014	\$439.85	Collection Efforts Exhausted
Forrest, Christa	9/8/2014	\$46.70	Collection Efforts Exhausted
Forrester, Robert	10/3/2014	\$17.31	Collection Efforts Exhausted
Foster, Steven	12/23/2014	\$85.43	Collection Efforts Exhausted
Frady, Christiana	12/19/2014	\$281.88	Collection Efforts Exhausted
Frisby, Heather	7/25/2014	\$60.14	Collection Efforts Exhausted
Fuchs, Daniel	7/17/2014	\$306.73	Collection Efforts Exhausted
Funk, Tim	12/9/2014	\$114.84	Collection Efforts Exhausted
Garland, Triston	9/9/2014	\$125.49	Collection Efforts Exhausted
Garton, Alexandria	7/29/2014	\$399.24	Collection Efforts Exhausted
Giles, Cody	12/24/2014	\$83.13	Bankruptcy
Giles, Kaile	12/24/2014	\$83.13	Collection Efforts Exhausted
Gilmartin, Heather	12/2/2014	\$47.07	Collection Efforts Exhausted
Gonzalez, Luis Alberto	10/16/2014	\$53.01	Collection Efforts Exhausted
Goodman, Kimberly	7/24/2014	\$145.00	Collection Efforts Exhausted
Goodwin, Misty	9/16/2014	\$38.81	Collection Efforts Exhausted
Granzow, Carol	10/31/2014	\$115.85	Collection Efforts Exhausted
Green, Dusty	4/4/2019	\$114.33	Estate Liquidation
Griffin, R. D.	9/12/2014	\$99.49	Collection Efforts Exhausted
Griffith, Tim	8/5/2014	\$309.27	Collection Efforts Exhausted
Guill, Westy	12/2/2014	\$115.79	Collection Efforts Exhausted
Gulley, Molly	10/24/2014	\$169.03	Collection Efforts Exhausted
Gunter, Carolyn	9/9/2014	\$33.68	Collection Efforts Exhausted
Gunyan, Christina	9/4/2014	\$49.94	Collection Efforts Exhausted
Gustafson Jr., Ricky	10/9/2014	\$50.63	Collection Efforts Exhausted
Hall, Eugene	11/21/2014	\$6.59	Collection Efforts Exhausted
Hall, Rusty	10/30/2014	\$38.65	Collection Efforts Exhausted
Halloran, Katherine	10/14/2014	\$19.75	Collection Efforts Exhausted
Hamilton, Louis	8/17/2016	\$85.06	Bankruptcy
Harmon, Charles	11/13/2014	\$60.61	Collection Efforts Exhausted
Harmon, Shanomi	12/10/2014	\$40.61	Collection Efforts Exhausted

Hartles-Mccalng, Heather	11/5/2014	\$167.31	Collection Efforts Exhausted
Harvey, Alana	12/11/2014	\$297.31	Collection Efforts Exhausted
Haug, Ken	12/4/2014	\$37.19	Collection Efforts Exhausted
Hayden, Kenneth	9/2/2014	\$32.48	Collection Efforts Exhausted
Heberger, Larry	11/3/2014	\$258.58	Collection Efforts Exhausted
Henry, C J	9/8/2014	\$36.97	Collection Efforts Exhausted
Hering, Faith	10/16/2014	\$39.60	Collection Efforts Exhausted
Hermon, Charla	7/30/2014	\$400.30	Collection Efforts Exhausted
Hertlein, Kenneth	7/29/2014	\$67.56	Collection Efforts Exhausted
Hille, Leslie	8/28/2014	\$93.65	Collection Efforts Exhausted
Hinman, Colleen	11/4/2014	\$164.64	Collection Efforts Exhausted
Hirst, Gregory	12/2/2014	\$0.01	Collection Efforts Exhausted
Hiser, Marissa	11/5/2014	\$12.28	Collection Efforts Exhausted
Holt, Brad	9/10/2014	\$65.89	Collection Efforts Exhausted
Hood, Corey	8/8/2014	\$8.98	Collection Efforts Exhausted
Hoskins, Justin	8/7/2014	\$326.52	Collection Efforts Exhausted
Hudson, Chris	12/15/2014	\$23.17	Collection Efforts Exhausted
Hughes, Doug	9/11/2014	\$155.35	Collection Efforts Exhausted
Hughes, Jonathon	8/6/2014	\$99.11	Collection Efforts Exhausted
Hurley, Linda	1/31/2019	\$284.90	Estate Liquidation
Jablonski, Christopher	10/14/2014	\$36.16	Collection Efforts Exhausted
Jaqua, Donald	10/15/2019	\$234.76	Estate Liquidation
Jennings, Austin	10/3/2014	\$196.02	Collection Efforts Exhausted
Jerzykowski, John	8/13/2014	\$102.24	Collection Efforts Exhausted
Joelson, Jeanie	8/26/2014	\$200.00	Collection Efforts Exhausted
Johnson, Craig	10/6/2014	\$61.78	Collection Efforts Exhausted
Johnson, Nick	11/30/2018	\$87.03	Bankruptcy
Johnston, Allison	10/17/2014	\$71.96	Collection Efforts Exhausted
Juarez, Tabitha	11/3/2014	\$146.99	Collection Efforts Exhausted
Judkins, Sherrie	12/17/2014	\$303.38	Collection Efforts Exhausted
Kai, Holden	11/7/2014	\$9.64	Collection Efforts Exhausted
Kehm, Kaysha	10/15/2014	\$153.13	Collection Efforts Exhausted
Kelly, Chris	11/13/2014	\$47.91	Collection Efforts Exhausted
Kiernan, Tammy	9/2/2014	\$131.21	Collection Efforts Exhausted
Kneale, Daniel	8/5/2014	\$104.88	Collection Efforts Exhausted
Knigge, Jason	11/3/2014	\$283.17	Collection Efforts Exhausted
Knight, Angie	9/22/2014	\$125.00	Collection Efforts Exhausted
Kraft, Kristin	11/20/2014	\$366.90	Collection Efforts Exhausted
Kramer, David	6/30/2018	\$77.30	Bankruptcy
Kuhn, Magdelinia	9/12/2014	\$82.19	Collection Efforts Exhausted
Lane, Cleophas	7/23/2014	\$167.01	Collection Efforts Exhausted
Langston, Robert	8/26/2014	\$141.82	collection Efforts Exhausted
Lantis Jr, Leroy	6/13/2018	\$54.50	Estate Liquidation
Lantz, Mike	5/13/2019	\$59.24	Estate Liquidation
Lara, Tom	12/1/2014	\$64.21	Collection Efforts Exhausted

Lasco, Kevin	12/5/2014	\$451.49	Collection Efforts Exhausted
Lawrence, Kayla	7/1/2014	\$5.10	Collection Efforts Exhausted
Leavitt, Cindy	11/14/2014	\$631.41	Collection Efforts Exhausted
Ledbetter, Nathan	10/2/2014	\$359.47	Collection Efforts Exhausted
Lee, French	9/2/2014	\$87.22	Collection Efforts Exhausted
Likes, Jessica	9/5/2014	\$162.77	Collection Efforts Exhausted
Lindsay, Kathleen	7/9/2014	\$42.31	Collection Efforts Exhausted
Long, Joel	8/12/2014	\$40.95	Collection Efforts Exhausted
Lopez, Alejandro	8/21/2014	\$106.03	Collection Efforts Exhausted
Lopez, Cameron	8/13/2014	\$74.73	Collection Efforts Exhausted
Lopez, Eraca	7/9/2014	\$137.31	Collection Efforts Exhausted
Lopez, Miranda	11/6/2014	\$103.60	Collection Efforts Exhausted
Mair, Sue	9/8/2017	\$414.40	Estate Liquidation
Marker, Cara	8/1/2014	\$117.91	Collection Efforts Exhausted
Martin, Catherine	11/12/2014	\$43.53	Collection Efforts Exhausted
Martinez, Joseph	11/12/2014	\$20.74	Collection Efforts Exhausted
Martinez, Nancy	7/2/2014	\$162.44	Collection Efforts Exhausted
Masters, Darra	11/24/2014	\$62.57	Collection Efforts Exhausted
Mattila, Robert	4/25/2016	\$58.94	Estate Liquidation
Mauth, Lindsay	12/2/2014	\$219.83	Collection Efforts Exhausted
Maxfield, Jeffrey	12/18/2014	\$287.52	Collection Efforts Exhausted
Mc Reynolds, Tom	12/9/2014	\$30.33	Collection Efforts Exhausted
Meachem, Purity	7/29/2014	\$32.09	Collection Efforts Exhausted
Medford, Shalaena	7/31/2014	\$15.81	Collection Efforts Exhausted
Miller, Michael	8/19/2014	\$26.10	Collection Efforts Exhausted
Miller, William	8/4/2014	\$9.68	Collection Efforts Exhausted
Murrell, Nathan	5/2/2019	\$354.74	Bankruptcy
Needham, Vince	7/18/2014	\$59.98	Collection Efforts Exhausted
Noble, Bryce	10/24/2014	\$8.31	Collection Efforts Exhausted
Norco Construction	9/29/2014	\$283.91	Collection Efforts Exhausted
Ohnstad, Donald	10/20/2014	\$18.77	Collection Efforts Exhausted
Oliver, Nicholas	11/10/2014	\$141.88	Collection Efforts Exhausted
Olsen, Fern	6/6/2019	\$20.03	Estate Liquidation
Olsen, Fern	6/19/2018	\$62.55	Estate Liquidation
Osborne, Bryce	8/27/2014	\$113.09	Collection Efforts Exhausted
Owen, Keri	9/2/2014	\$19.26	Collection Efforts Exhausted
Owens, Theolene	7/29/2014	\$71.97	Collection Efforts Exhausted
Palomo, Damian	10/23/2014	\$115.50	Collection Efforts Exhausted
Parker, Wanda	9/16/2014	\$42.01	Collection Efforts Exhausted
Perez, Tatum	7/31/2014	\$435.48	Collection Efforts Exhausted
Perezchica, Dege	8/15/2014	\$99.20	Collection Efforts Exhausted
Perry, Cierra	11/25/2014	\$70.50	Collection Efforts Exhausted
Perry, Justin	8/5/2014	\$283.91	Collection Efforts Exhausted
Perry, Kim	8/4/2014	\$170.35	Collection Efforts Exhausted
Peterson, George	10/20/2015	\$540.35	Estate Liquidation

Peterson, Robert	11/3/2014	\$218.41	Collection Efforts Exhausted
Pikula, Roman	7/9/2014	\$279.10	Collection Efforts Exhausted
Pisano, Allen	10/30/2014	\$191.71	Collection Efforts Exhausted
Post, Joe	12/16/2015	\$51.13	Bankruptcy
Presley, Holly	8/5/2014	\$35.19	Collection Efforts Exhausted
Proudfoot, Mercedes	12/16/2014	\$182.56	Collection Efforts Exhausted
Pugsley, Cassidy	7/10/2014	\$191.22	Collection Efforts Exhausted
Redman, Rachele	9/29/2014	\$55.82	Collection Efforts Exhausted
Rhythmpocous Production	9/23/2014	\$10,186.17	Collection Efforts Exhausted
Richardson, Ruthene	10/14/2014	\$73.22	Collection Efforts Exhausted
Robert, James	7/31/2014	\$10.75	Collection Efforts Exhausted
Roberts, Whisper	7/28/2014	\$27.56	Collection Efforts Exhausted
Robinett, Lea	8/22/2014	\$20.05	Collection Efforts Exhausted
Robison, Adam	10/8/2014	\$173.34	Collection Efforts Exhausted
Rodda, Abby	11/17/2014	\$336.98	Collection Efforts Exhausted
Rojas, Angel	11/19/2014	\$225.64	Collection Efforts Exhausted
Romero, Sarah	9/11/2014	\$59.49	Collection Efforts Exhausted
Rosenfield, Brent	12/5/2014	\$354.33	Collection Efforts Exhausted
Rusmussen, Laura	7/11/2014	\$895.84	Collection Efforts Exhausted
Ryan, Jessica	8/12/2014	\$58.83	Collection Efforts Exhausted
S P Investments	8/20/2014	\$16.33	Collection Efforts Exhausted
Sanchez, Cammeron	11/18/2014	\$86.58	Collection Efforts Exhausted
Sanchez, Paola	9/30/2014	\$173.77	Collection Efforts Exhausted
Sanderson, Josef	12/5/2014	\$64.94	Collection Efforts Exhausted
Schillizzi, Anthony	12/15/2014	\$76.75	Collection Efforts Exhausted
Schmidt, Joshua	12/22/2014	\$75.98	Collection Efforts Exhausted
Schoopman, James	11/12/2014	\$30.10	Collection Efforts Exhausted
Scifer, Barbara	7/1/2014	\$33.15	Collection Efforts Exhausted
Scoggin, Heather	9/24/2014	\$180.75	Collection Efforts Exhausted
Seats, Heather	9/30/2014	\$70.42	Collection Efforts Exhausted
Sharp, Shasta	8/5/2014	\$97.47	Collection Efforts Exhausted
Sheetz, Joshua	9/29/2014	\$65.59	Collection Efforts Exhausted
Sierra, Tamara	11/12/2014	\$164.21	Collection Efforts Exhausted
Sisemore, Paula	9/8/2014	\$78.34	Collection Efforts Exhausted
Sittner, Dennis	9/24/2014	\$52.88	Collection Efforts Exhausted
Skansberg, Duwayne	4/24/2019	\$171.06	Estate Liquidation
Skeens, Denaya	12/2/2014	\$295.07	Collection Efforts Exhausted
Smith, Casey	11/26/2014	\$10.14	Collection Efforts Exhausted
Smith, Shay	12/30/2014	\$123.43	Collection Efforts Exhausted
Spearman, Raymand	12/17/2014	\$155.40	Collection Efforts Exhausted
Spencer, Bruce	12/18/2014	\$109.07	Collection Efforts Exhausted
Spencer, Susas	10/16/2014	\$106.37	Collection Efforts Exhausted
Stevens, Anita	9/30/2014	\$50.96	collection Efforts Exhausted
Stewart, Richard	10/29/2014	\$117.64	Collection Efforts Exhausted
Stinson, Shakota	9/9/2014	\$37.06	Collection Efforts Exhausted

Stockman, April	8/27/2014	\$324.71	Collection Efforts Exhausted
Sumner, Scott	11/14/2014	\$77.10	Collection Efforts Exhausted
Surf-Salmon, Janene	9/22/2014	\$144.88	Collection Efforts Exhausted
Suzuki, Paul	8/7/2014	\$221.48	Collection Efforts Exhausted
Taylor, Ed	6/18/2019	\$133.82	Estate Liquidation
Terry, Ken	7/30/2014	\$155.33	Collection Efforts Exhausted
Tew, Brenda	9/16/2014	\$145.52	Collection Efforts Exhausted
Thompson, Elizabeth	9/9/2014	\$29.84	Collection Efforts Exhausted
Thompson, Jamie	9/2/2014	\$135.47	Collection Efforts Exhausted
Thompson, Spencer	6/27/2018	\$116.12	Estate Liquidation
Trimmer, Dave	11/3/2014	\$108.58	Collection Efforts Exhausted
Truesdail, Richard	11/19/2014	\$94.95	Collection Efforts Exhausted
Two Doors Down	7/22/2014	\$146.08	Collection Efforts Exhausted
Ujvary, Kevin	12/1/2014	\$1,252.49	Collection Efforts Exhausted
Ulmen, Jessica	7/22/2016	\$90.28	Bankruptcy
Uranga, Cody	8/5/2014	\$157.67	Collection Efforts Exhausted
Valencia, Heather	9/30/2019	\$790.83	Estate Liquidation
Vargas, Jennifer	12/15/2014	\$15.84	Collection Efforts Exhausted
Velin-Kraus, Sabrina	7/9/2014	\$358.09	Collection Efforts Exhausted
Villa, Amber	11/4/2014	\$81.98	Collection Efforts Exhausted
Walton, Brian	12/31/2014	\$32.45	Collection Efforts Exhausted
Ward, Emily	8/25/2014	\$23.88	Collection Efforts Exhausted
Welch, Jennifer	12/4/2014	\$50.44	Collection Efforts Exhausted
Werner, Pam	12/4/2014	\$206.57	Collection Efforts Exhausted
Whitaker, Melanie	12/22/2014	\$187.38	Collection Efforts Exhausted
Wilhem, Guy	7/15/2014	\$205.22	Collection Efforts Exhausted
Wilkison, Jaime	9/4/2014	\$54.60	Collection Efforts Exhausted
Wolfe, Patsey	4/23/2019	\$201.11	Estate Liquidation
Woodell, Cayla	12/30/2014	\$101.62	Collection Efforts Exhausted
Woodworth, David	9/30/2014	\$25.00	Collection Efforts Exhausted
Yeager, Sam	8/27/2014	\$162.83	Collection Efforts Exhausted

January 24, 2020

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

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

SUBJECT: Application for Taxicab Company License for Oil City Cabs, Located at 3030 East 5th Street.

Meeting Type & Date

Regular Council Meeting
February 4, 2020

Action type

Minute Action

Recommendation

That Council, by minute action, authorize the issuance of a taxicab company license to Adesta Spier, d/b/a Oil City Cabs, located at 3030 East 5th Street.

Summary

An application to obtain a license to operate a taxicab company within the City of Casper has been received from the following:

- Adesta Spier, d/b/a Oil City Cabs, located at 3030 East 5th Street.

The licensing process requires a background check to be conducted by the Chief of Police and provides that the City Council may refuse to issue the licenses for violation of provisions of Chapter 5.60 of the Casper Municipal Code. A review of the company's insurance policy and the zoning of the property, at which the taxicab company is located, are also performed.

The background check for this individual from the Chief of Police did not reflect any issues. Additionally, the property on which this company is located is properly zoned for the activity. While Oil City Cabs is located in a residential zoned area, Community Development staff has reviewed and approved this property for use by a taxi company as per the home occupation ordinance provisions of Chapter 17.12.140 of the Casper Municipal Code. Furthermore, the City has received verification for public liability insurance, as specified in Chapter 5.60.050 of the Casper Municipal Code, and the company's insurance policy has been reviewed and approved by Risk Management. Lastly, this applicant meets the qualifications listed in Section 5.60.130 of the Casper Municipal Code. Some of the qualifications include but are not limited to; the person must be at least 18 years or older, has not been convicted of a felony in the last 5 years, cannot be a

registered sex offender, and cannot be convicted of three moving traffic violations within any current year.

Financial Considerations

The City will receive \$65.00 for the taxi cab license.

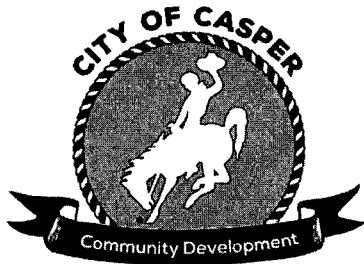
Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

Letter from Community Development

Letter of Approval from Chief of Police



City of Casper
200 N. David Street
Casper, WY 82601-1862
Phone: (307) 235-8241
Fax: (307) 235-8362

December 20, 2019

Oil City Cabs
3030 East 5th Street
Casper, Wyoming 82609

Re: Taxi Cab Service – 3030 East 5th Street, Casper, WY

To Whom It May Concern:

This letter is to confirm that the above-referenced property is zoned R-2 (One Unit Residential), and a taxi cab service may be operated out of that location as long it adheres to the requirements set forth in Section 17.12.140 of the Casper Municipal Code regarding **Home Occupations**. A stand-alone business is not a permitted use in the R-2 (One Unit Residential) zoning district. For your reference, the Home Occupation ordinance can be found within the Casper Municipal Code at <http://library.municode.com/index.aspx?clientId=16253>, and the applicable section of the Code is Section 17.12.140.

It is important to note that a “home occupation” is a business/commercial use conducted primarily within the dwelling unit, cannot take up more than 25% of your dwelling space, does not attract outside traffic, and engages **only family members** residing on the premises. If customers are coming to this address, then adequate off-street parking must be provided as per Section 17.12.080, and there can be no outside storage or other disturbing influence greater than those of surrounding residential properties in the neighborhood. In addition, there can be no exterior advertising other than a one square foot sign (non-illuminated) that is attached flush with the dwelling unit.

If complaints are received and they are substantiated, then a notice of violation would be issued and you would present your case before the Planning and Zoning Commission to determine if the Home Occupation would be permitted to continue. If you need additional information, I can be reached at 235-8241.

If you have any further questions, please feel free to call me at (307)-235-8241, or you may reach me by Email at ccollins@casperwy.gov.

Respectfully,

Craig Collins, AICP
City Planner



City of Casper
POLICE DEPARTMENT

201 North David — First Floor
Casper, Wyoming 82601

January 9, 2020

MEMO TO: Casper Financial Services
FROM: Chief Keith McPheeters, Casper Police Department
SUBJECT: Recommendation for Issuing Taxi Cab Driver's License Approval

Recommendation:

Pursuant to the requirements of Casper Municipal Code 5.60.120 (B), I recommend the issuance of Taxi Cab Driver's License to be **APPROVED** for the following individual(s):

Spier, Adesta Laine; For employment with Oil City Cabs.

Justification:

The Casper Police Department received requests from applicants for Taxi Cab Driver's Licenses to conduct necessary background checks as required by Casper Municipal Code Chapter 5.6 - Vehicles for Hire. To the extent possible all requirements for a new taxi driver have been met, fingerprints have been received and DCI has returned a clear background check.

APPROVED: Kellie P 307
1-9-2020

February 4, 2020

MEMO TO: His Honor the Mayor and Members of the Casper City Council
FROM: J. Carter Napier, City Manager *JCN*
SUBJECT: Councilmember Appointments to City Boards and Commissions

Meeting Type & Date

Regular Council Meeting, February 4, 2020

Action Type

Minute Action

Recommendation:

That Council, by minute action, authorize Mayor Freel's appointments to the Council's Boards and Commissions.

Summary:

The Casper City Council has various volunteer boards and commissions that operate per their directive. The boards and commissions are a vital link of communication between citizens and the City Council, City departments, and City administration. These bodies provide experience and knowledge that help the City Council and administrative departments make wise decisions. Many of the boards have Councilmembers that have been appointed as a board member.

Each year the newly appointed Mayor determines to which board or commission each Councilmember will be appointed. The appointments are then approved by Council at a regular Council meeting.

It is recommended that Council approve the appointments made by Mayor Freel at the January 14, 2020, work session as listed on the attachment.

Financial Considerations

There are no financial considerations with this action.

Oversight/Project Responsibility

Mayor Steve Freel

Attachments

2020 Council Boards and Commissions Appointments

2020 Council
Boards and Commissions
Appointments

	Name of Board or Commission	Councilmember(s) Appointed	Length of Appointment
1.	Advance Casper (CAEDA)	Steve Freel	2 years
2.	Air Service Advisory Committee	Mike Huber	2 years
3.	Amoco Reuse Agreement Joint Powers Board (ARAJPB)	Bob Hopkins	3 years
4.	Casper Area Chamber of Commerce	Steve Cathey, Steve Freel (alternate)	2 years
5.	Casper Area Transportation Commission		2 years
6.	Casper Housing Authority	Ken Bates	2 years
7.	Casper's Council for People with Disabilities	Charlie Powell	2 years
8.	Casper Utilities' Advisory Board	Ken Bates	2 years
9.	Central Wyoming Senior Services	Ray Pacheco	2 years
10.	City/County Hall of Justice and Detention Facility Joint Powers Board	Steve Cathey Mike Huber	1 year 2 years
11.	Code Enforcement Appeals Committee	Mike Huber	2 years
12.	College National Finals Rodeo (CNFR)	Steve Freel, Steve Cathey (alternate)	2 years
13.	Contractors' Licensing and Appeals Board	Khrystyn Lutz	2 years
14.	Council Finance Committee	Bob Hopkins, Shawn Johnson, Khrystyn Lutz, Charlie Powell	2 years
15.	Council Legislative Committee	Charlie Powell Mike Huber	2 years
16.	Council Solid Waste Committee	Khrystyn Lutz	2 years
17.	Downtown Development Authority (DDA)	Charles Powell	2 years
18.	Drug Court	Mike Huber	2 years
19.	Economic Development Joint Powers Board (EDJPB)	Charles Powell, Bob Hopkins	2 years
20.	Historic Preservation Commission	Ken Bates	2 years

	Name of Board or Commission	Councilmember(s) Appointed	Length of Appointment
21.	Leisure Services Advisory Board	Mike Huber	2 years
22.	Metropolitan Planning Organization (MPO) Committee	Bob Hopkins	2 years
23.	Municipal Court Coordination Committee	Shawn Johnson Mike Huber	2 years
24.	Natrona County Council of Governments	Steve Freel Khrystyn Lutz	1 year
25.	Natrona County Liquor Dealers Association	Khrystyn Lutz	2 years
26.	Natrona County Travel and Tourism Board	Steve Freel, Shawn Johnson (alternate)	2 years
27.	Old Yellowstone District (OYD)	Bob Hopkins, Steve Freel	2 years
28.	Old Yellowstone District (OYD) Architectural Review Committee	Bob Hopkins	2 years
29.	Planning and Zoning Commission	Bob Hopkins, Alternate - Ken Bates	2 years
30.	Platte River Restoration Advisory Committee	Ray Pacheco	2 years
31.	Public Safety Communications Center	Steve Freel	2 years
32.	Youth Empowerment	Ray Pacheco	2 years