

COUNCIL MEETING AGENDA

Casper City Council

City Hall, Council Chambers

Tuesday, February 21, 2023 at 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
 - 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 Councilors.
- 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)

Please silence cell phones during the City Council meeting.

Entrance to the meetings is the east door off David Street. Public input via email is encouraged: CouncilComments@casperwy.gov

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSIDERATION OF BILLS AND CLAIMS

4. COMMUNICATIONS

A. From Persons Present

5. PUBLIC HEARING - ORDINANCE

A. **An Ordinance Amending Casper Municipal Code Chapter 1.04 - General Provisions.**

6. PUBLIC HEARINGS – MINUTE ACTION

A. **Annual Renewal of all City of Casper Liquor Licenses** for Licensing Period April 1, 2023 through March 31, 2024.

B. New **Special Malt Beverage Permit No. 1 for Spuds Baseball Club, LLC**, d/b/a Spuds Baseball, Located at 330 Kati Lane.

7. SECOND READING ORDINANCES

A. **Amending Chapter 17.08** of the Casper Municipal Code Pertaining to the Definition of **Flag Lots**.

1. Communications from Persons Present

B. **Amending Section 17.56.030** of the Casper Municipal Code to Reduce the **Minimum Front Yard Setback Requirement in the PH** (Park Historic) Zoning District.

1. Communications from Persons Present

8. THIRD READING ORDINANCE

A. **An Ordinance Approving a Zone Change of the Property Located at 1231, 1235 and 1241 South Washington Street** (Lots 294, 295, and 296, Kenwood Addition), from Zoning Classification R-2 (One Unit Residential) to R-3 (One to Four Unit Residential).

1. Communications from Persons Present

9. RESOLUTIONS

A. Consent

1. Authorizing a **Memorandum of Understanding** Between the City of Casper and **Natrona County for the Transfer of Property**.

2. Amending Providing for the **Naming of Legal Depositories and Investment Firms** for 2023.

3. Authorizing Amendment #3 to the Contract for Professional Services with **Stateline No. 7 Architects** for Design Services for the **City Hall Renovations and Addition** (Project SAFE), Project No. 20-004.

4. Authorizing an Agreement with **Treto Construction, LLC**, for the **Solid Waste Storm Water Improvements**, Project No. 22-023.
5. Authorizing Submission of the Capital Construction Loan Application to **the State Loan and Investment Board** on Behalf of the Governing Body for the City of Casper Wyoming for the Purpose of Reconstructing the **Aquatics Center Roof**.
6. Authorizing a **Settlement Agreement and Release** between the City of Casper, Wyoming, and **Westchester Fire Insurance Company**.
7. Approving and Adopting the **Public Transportation Agency Safety Plan** for Bus Transit in the Casper Urbanized Area.

10. MINUTE ACTION

A. Consent

1. Authorizing the **Purchase of One (1) New Utility All-Terrain Vehicle** for Use by the **Casper Fire Department**.
2. Authorizing the **Purchase of One (1) New Backhoe Loader** for Use by the **Water Distribution Division** of the Public Services Department.
3. Authorizing the **Purchase of One (1) New Half-Ton 4x4 Extended Cab Pickup Truck** with 6' Bed for Use by the **Water Distribution Division** of the Public Services Department.
4. Authorizing the **Purchase of One (1) New Mid-Size Police Interceptor Utility Vehicle** for Use by the **Casper Police Department**.
5. Authorizing the **Purchase of One (1) New Utility All-Terrain Vehicle** for Use by the **Cemetery Division** of the Parks, Recreation, and Public Facilities Department.
6. Approving the **Interim Topic List for the 2024 Wyoming Legislature**.

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

12. ADJOURN INTO EXECUTIVE SESSION – LAND ACQUISITION & LITIGATION

13. ADJOURNMENT OF REGULAR MEETING

Upcoming Council Meetings

Regular Council Meetings

6:00 p.m. Tuesday, March 7, 2023 – Council Chambers

6:00 p.m. Tuesday, March 21, 2023 – Council Chambers

Work Sessions

4:30 p.m. Tuesday, February 28, 2023– Council Meeting Room

4:30 p.m. Tuesday, March 14, 2023 – 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

City of Casper - Bills and Claims for February 21, 2023

0970 CED

0970 CED	Buildings & Structures Fund	Rec Center repair supplies - CED	\$52.00
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<i>0970 CED - Total For Buildings & Structures Fund</i>			<i>\$52.00</i>
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0970 CED - ALL DEPARTMENTS			\$52.00
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2530 - CPS DSTRBTRS

2530 - CPS DSTRBTRS	Balefill - Disposal & Landfill	CONSTRUCTION MATERIALS FITTING FOR PO	\$55.68
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2530 - CPS DSTRBTRS	Balefill - Disposal & Landfill	CONSTRUCTION MATERIALS CLAMPS FOR H	\$122.65
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<i>2530 - CPS DSTRBTRS - Total For Balefill - Disposal & Landfill</i>			<i>\$178.33</i>
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2530 - CPS DSTRBTRS	Golf - Operations	6 - 3x3x2 PVC tee, 6 - 2 inch caps. Building g	\$111.69
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<i>2530 - CPS DSTRBTRS - Total For Golf - Operations</i>			<i>\$111.69</i>
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2530 - CPS DSTRBTRS	Parks - Parks Maint.	1/2 inch close nipples	\$2.69
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2530 - CPS DSTRBTRS	Parks - Parks Maint.	Locate Paint	\$57.13
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<i>2530 - CPS DSTRBTRS - Total For Parks - Parks Maint.</i>			<i>\$59.82</i>
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2530 - CPS DSTRBTRS - ALL DEPARTMENTS			\$349.84
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307 JANITORIAL LLC

307 JANITORIAL LLC	Buildings & Structures Fund	Cleaning service - February 2023	\$3,536.85
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<i>307 JANITORIAL LLC - Total For Buildings & Structures Fund</i>			<i>\$3,536.85</i>
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307 JANITORIAL LLC - ALL DEPARTMENTS			\$3,536.85
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4IMPRINT

4IMPRINT	Metro Animal Shelter	Uniform supplies & embroidery service	\$360.63
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<i>4IMPRINT - Total For Metro Animal Shelter</i>			<i>\$360.63</i>
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4IMPRINT - ALL DEPARTMENTS			\$360.63
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4IMPRINT, INC

4IMPRINT, INC	Metro Animal Shelter	ALL OTHER DIRECT MARKETERS Uniform shir	\$217.31
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4IMPRINT, INC	Metro Animal Shelter	ALL OTHER DIRECT MARKETERS Uniforms Sh	\$360.63
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<i>4IMPRINT, INC - Total For Metro Animal Shelter</i>			<i>\$577.94</i>
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4IMPRINT, INC - ALL DEPARTMENTS

\$577.94

4TE ALARM SERVICES

4TE ALARM SERVICES	Ice Arena - Operations	Comtronix Services for Alarm	\$145.00
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<i>4TE ALARM SERVICES - Total For Ice Arena - Operations</i>			<i>\$145.00</i>
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4TE ALARM SERVICES - ALL DEPARTMENTS

\$145.00

5.11, INC.

5.11, INC.	Fire-EMS Operations	Uniform supplies	\$88.00
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<i>5.11, INC. - Total For Fire-EMS Operations</i>			<i>\$88.00</i>
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5.11, INC. - ALL DEPARTMENTS

\$88.00

6H GROUP LLC

6H GROUP LLC	Metro Animal Shelter	Dog & Cat Food	\$359.80
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6H GROUP LLC	Metro Animal Shelter	Dog & Cat Food	\$539.40
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<i>6H GROUP LLC - Total For Metro Animal Shelter</i>			<i>\$899.20</i>
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6H GROUP LLC - ALL DEPARTMENTS

\$899.20

A.M.B.I. & SHIPPING,

A.M.B.I. & SHIPPING,	Balefill - Disposal & Landfill	Postage / mailing service/balefill	\$35.62
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<i>A.M.B.I. & SHIPPING, - Total For Balefill - Disposal & Landfill</i>			<i>\$35.62</i>
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A.M.B.I. & SHIPPING,	City Clerk	Postage/Mailing Service	\$143.92
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<i>A.M.B.I. & SHIPPING, - Total For City Clerk</i>			<i>\$143.92</i>
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A.M.B.I. & SHIPPING,	City Manager	Postage / mailing service	\$0.67
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<i>A.M.B.I. & SHIPPING, - Total For City Manager</i>			<i>\$0.67</i>
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A.M.B.I. & SHIPPING,	Engineering	Postage / mailing service	\$13.75
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<i>A.M.B.I. & SHIPPING, - Total For Engineering</i>			<i>\$13.75</i>
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A.M.B.I. & SHIPPING,	Fire-EMS Administration	Postage / mailing service	\$9.38
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<i>A.M.B.I. & SHIPPING, - Total For Fire-EMS Administration</i>			<i>\$9.38</i>
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A.M.B.I. & SHIPPING,	Fleet Maintenance Fund	Printing service - work order forms	\$123.08
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<i>A.M.B.I. & SHIPPING, - Total For Fleet Maintenance Fund</i>			<i>\$123.08</i>
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A.M.B.I. & SHIPPING,	Ft. Caspar Museum	Postage / Mailing Service	\$16.25
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A.M.B.I. & SHIPPING,	Ft. Caspar Museum	Museum postage for January 2023	\$17.24
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<i>A.M.B.I. & SHIPPING, - Total For Ft. Caspar Museum</i>			<i>\$33.49</i>
A.M.B.I. & SHIPPING,	Human Resources	Postage / mailing service	\$10.10
<i>A.M.B.I. & SHIPPING, - Total For Human Resources</i>			<i>\$10.10</i>
A.M.B.I. & SHIPPING,	Municipal Court	Postage / mailing service	\$115.50
<i>A.M.B.I. & SHIPPING, - Total For Municipal Court</i>			<i>\$115.50</i>
A.M.B.I. & SHIPPING,	Police Administration	Postage / mailing service	\$520.73
<i>A.M.B.I. & SHIPPING, - Total For Police Administration</i>			<i>\$520.73</i>
A.M.B.I. & SHIPPING,	Refuse - Residential	Postage / mailing service	\$16.05
<i>A.M.B.I. & SHIPPING, - Total For Refuse - Residential</i>			<i>\$16.05</i>
A.M.B.I. & SHIPPING,	Risk Management	Postage / mailing service	\$1.34
<i>A.M.B.I. & SHIPPING, - Total For Risk Management</i>			<i>\$1.34</i>
A.M.B.I. & SHIPPING, - ALL DEPARTMENTS			\$1,023.63

ACCENT PACKAGING INC

ACCENT PACKAGING INC	Balefill - Baler Processing	Baler Bag Procurement	\$75,947.90
<i>ACCENT PACKAGING INC - Total For Balefill - Baler Processing</i>			<i>\$75,947.90</i>
ACCENT PACKAGING INC - ALL DEPARTMENTS			\$75,947.90

ACTIVE911 INC

ACTIVE911 INC	Fire-EMS Administration	Annual Subscription	\$1,296.00
<i>ACTIVE911 INC - Total For Fire-EMS Administration</i>			<i>\$1,296.00</i>
ACTIVE911 INC - ALL DEPARTMENTS			\$1,296.00

AFFILIATES IN COUNSE

AFFILIATES IN COUNSE	Fire-EMS Training	Pre-employment Psychological Evaluation	\$350.00
<i>AFFILIATES IN COUNSE - Total For Fire-EMS Training</i>			<i>\$350.00</i>
AFFILIATES IN COUNSE - ALL DEPARTMENTS			\$350.00

AIRGAS USA LLC

AIRGAS USA LLC	Balefill - Disposal & Landfill	Gloves for warmer weather	\$554.09
AIRGAS USA LLC	Balefill - Disposal & Landfill	Eye wash bottles & welding gloves	\$165.12
<i>AIRGAS USA LLC - Total For Balefill - Disposal & Landfill</i>			<i>\$719.21</i>

AIRGAS USA LLC - ALL DEPARTMENTS

\$719.21

AIRGAS USA, LLC

AIRGAS USA, LLC	Fire-EMS Operations	Safety supplies	\$232.46
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<i>AIRGAS USA, LLC - Total For Fire-EMS Operations</i>			\$232.46
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AIRGAS USA, LLC - ALL DEPARTMENTS

\$232.46

ALBERTSONS #0062

ALBERTSONS #0062	Police Administration	GROCERY STORES, SUPERMARKETS refreshm	\$11.99
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<i>ALBERTSONS #0062 - Total For Police Administration</i>			\$11.99
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ALBERTSONS #0062 - ALL DEPARTMENTS

\$11.99

ALL OUT FIRE EXTINGU

ALL OUT FIRE EXTINGU	RWS - Booster Stations	Yearly Fire Extinguisher Testing - Booster Sup	\$95.00
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<i>ALL OUT FIRE EXTINGU - Total For RWS - Booster Stations</i>			\$95.00
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ALL OUT FIRE EXTINGU	Water Tanks	Yearly Fire Ext. Testing- Other Materials & Su	\$1,145.00
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<i>ALL OUT FIRE EXTINGU - Total For Water Tanks</i>			\$1,145.00
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ALL OUT FIRE EXTINGU - ALL DEPARTMENTS

\$1,240.00

ALSCO

ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$99.46
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ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$58.82
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ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$103.46
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<i>ALSCO - Total For Balefill - Disposal & Landfill</i>			\$261.74
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ALSCO	Community Development	Shirts & embroidery service	\$416.51
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<i>ALSCO - Total For Community Development</i>			\$416.51
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ALSCO	Fleet Maintenance Fund	Laundry service	\$171.54
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ALSCO	Fleet Maintenance Fund	Laundry service	\$125.15
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ALSCO	Fleet Maintenance Fund	Laundry service	\$168.40
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ALSCO	Fleet Maintenance Fund	Laundry service	\$164.40
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<i>ALSCO - Total For Fleet Maintenance Fund</i>			\$629.49
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ALSCO	Refuse - Residential	Professional Laundry Services	\$105.38
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ALSCO	Refuse - Residential	Professional Laundry Services	\$98.38
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<i>ALSCO - Total For Refuse - Residential</i>			\$203.76
ALSCO	WWTP Operations	Professional Laundry Services	\$150.58
<i>ALSCO - Total For WWTP Operations</i>			\$150.58
ALSCO - ALL DEPARTMENTS			\$1,662.08

AMAZON.COM 1H9AT83C3

AMAZON.COM 1H9AT83C3	Balefill - Diversion & Special	LABEL DISPENSER FOR SPECIAL WASTE	\$139.49
<i>AMAZON.COM 1H9AT83C3 - Total For Balefill - Diversion & Special</i>			\$139.49
AMAZON.COM 1H9AT83C3 - ALL DEPARTMENTS			\$139.49

AMAZON.COM 2K2Z60DM3

AMAZON.COM 2K2Z60DM3	Metro Animal Shelter	BOOK STORES S. Schell training books	\$15.73
<i>AMAZON.COM 2K2Z60DM3 - Total For Metro Animal Shelter</i>			\$15.73
AMAZON.COM 2K2Z60DM3 - ALL DEPARTMENTS			\$15.73

AMAZON.COM 3A3NB0CC3

AMAZON.COM 3A3NB0CC3	Metro Animal Shelter	BOOK STORES books for leadership class	\$12.30
<i>AMAZON.COM 3A3NB0CC3 - Total For Metro Animal Shelter</i>			\$12.30
AMAZON.COM 3A3NB0CC3 - ALL DEPARTMENTS			\$12.30

AMAZON.COM 4D2VJ8363

AMAZON.COM 4D2VJ8363	Police Career Services	BOOK STORES training materials	\$5,138.40
<i>AMAZON.COM 4D2VJ8363 - Total For Police Career Services</i>			\$5,138.40
AMAZON.COM 4D2VJ8363 - ALL DEPARTMENTS			\$5,138.40

AMAZON.COM 7Q6HU2003

AMAZON.COM 7Q6HU2003	Aquatics - Pool Classes	Cardstock	\$19.99
<i>AMAZON.COM 7Q6HU2003 - Total For Aquatics - Pool Classes</i>			\$19.99
AMAZON.COM 7Q6HU2003 - ALL DEPARTMENTS			\$19.99

AMAZON.COM B699P1Y63

AMAZON.COM B699P1Y63	Balefill - Diversion & Special	LABEL DISPENCER FOR SPECIAL WASTE	\$45.00
<i>AMAZON.COM B699P1Y63 - Total For Balefill - Diversion & Special</i>			<i>\$45.00</i>
AMAZON.COM B699P1Y63 - ALL DEPARTMENTS			\$45.00

AMAZON.COM H97NW2WX0

AMAZON.COM H97NW2WX	Public Transit - Operations	BOOK STORES	\$110.96
<i>AMAZON.COM H97NW2WX0 - Total For Public Transit - Operations</i>			<i>\$110.96</i>
AMAZON.COM H97NW2WX0 - ALL DEPARTMENTS			\$110.96

AMAZON.COM IY3PV56A3

AMAZON.COM IY3PV56A3	Balefill - Diversion & Special	DUST PANS FOR BROOMS IN SPECIAL WASTE	\$23.99
<i>AMAZON.COM IY3PV56A3 - Total For Balefill - Diversion & Special</i>			<i>\$23.99</i>
AMAZON.COM IY3PV56A3 - ALL DEPARTMENTS			\$23.99

AMAZON.COM KX7N30BP3

AMAZON.COM KX7N30BP3	Capital Projects Fund	CRC Fitness Room Project 2240023009- 1015	\$1,085.84
<i>AMAZON.COM KX7N30BP3 - Total For Capital Projects Fund</i>			<i>\$1,085.84</i>
AMAZON.COM KX7N30BP3 - ALL DEPARTMENTS			\$1,085.84

AMAZON.COM LY25U0YO3

AMAZON.COM LY25U0YO3	Police Administration	BOOK STORES office supplies CS	\$10.29
<i>AMAZON.COM LY25U0YO3 - Total For Police Administration</i>			<i>\$10.29</i>
AMAZON.COM LY25U0YO3 - ALL DEPARTMENTS			\$10.29

AMAZON.COM OT4GM3F33

AMAZON.COM OT4GM3F33	Public Transit - CARES Act	BOOK STORES	\$115.99
<i>AMAZON.COM OT4GM3F33 - Total For Public Transit - CARES Act</i>			<i>\$115.99</i>
AMAZON.COM OT4GM3F33 - ALL DEPARTMENTS			\$115.99

AMAZON.COM ZO3VD0VM3

AMAZON.COM ZO3VD0VM	Aquatics - Pool Classes	Cardstock	\$51.32
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AMAZON.COM ZO3VD0VM3 - Total For Aquatics - Pool Classes \$51.32

AMAZON.COM ZO3VD0VM3 - ALL DEPARTMENTS \$51.32

AMERICAN GAS LAMP WO

AMERICAN GAS LAMP WO Traffic Control Rain cap for Goodstein lot gas lamps \$33.00

AMERICAN GAS LAMP WO - Total For Traffic Control \$33.00

AMERICAN GAS LAMP WO - ALL DEPARTMENTS \$33.00

AMERICAN LOCKER

AMERICAN LOCKER Rec Center - Operations Locks and components for CRC Locker room I \$578.00

AMERICAN LOCKER - Total For Rec Center - Operations \$578.00

AMERICAN LOCKER - ALL DEPARTMENTS \$578.00

AMERICAN POLYGRAPH A

AMERICAN POLYGRAPH A Police Career Services MEMBERSHIP ORGANIZATIONS NOT ELSEWH \$400.00

AMERICAN POLYGRAPH A - Total For Police Career Services \$400.00

AMERICAN POLYGRAPH A - ALL DEPARTMENTS \$400.00

AMERIGAS - CASPER

AMERIGAS - CASPER Balefill - Baler Processing Propane FOR BALER BLDG/ SPECIAL WASTE F \$170.56

AMERIGAS - CASPER Balefill - Baler Processing Propane FOR BALER BLDG/ SPECIAL WASTE F \$441.17

AMERIGAS - CASPER Balefill - Baler Processing Propane FOR BALER FORKLIFT \$441.86

AMERIGAS - CASPER - Total For Balefill - Baler Processing \$1,053.59

AMERIGAS - CASPER Balefill - Disposal & Landfill Popane FOR BALER BUILDING AND SPECIAL \$353.63

AMERIGAS - CASPER Balefill - Disposal & Landfill Propane FOR BALER BLDG AND SPEC WASTE \$230.69

AMERIGAS - CASPER - Total For Balefill - Disposal & Landfill \$584.32

AMERIGAS - CASPER - ALL DEPARTMENTS \$1,637.91

AMLON INDUSTRIES INC

AMLON INDUSTRIES INC Hogadon - Operations Lift Tickets / Shipping & Handling \$2,432.26

AMLON INDUSTRIES INC - Total For Hogadon - Operations \$2,432.26

AMLON INDUSTRIES INC - ALL DEPARTMENTS

\$2,432.26

AMZN Mktp US

AMZN Mktp US	Aquatics - Operations	Dry Erase Calendar	\$44.99
AMZN Mktp US	Aquatics - Operations	Taylor Reagent	\$63.98
AMZN Mktp US	Aquatics - Operations	MINI,SMALL,AND MEDIUM BINDER CLIPS	\$5.58
<i>AMZN Mktp US - Total For Aquatics - Operations</i>			<i>\$114.55</i>
AMZN Mktp US	Aquatics - Pool Classes	Pool Noodles	\$69.00
AMZN Mktp US	Aquatics - Pool Classes	Card Stock	\$22.75
AMZN Mktp US	Aquatics - Pool Classes	Cardstock	\$18.98
<i>AMZN Mktp US - Total For Aquatics - Pool Classes</i>			<i>\$110.73</i>
AMZN Mktp US	Balefill - Diversion & Special	CABINET LIGHT FOR CINDIES DESK	\$78.59
<i>AMZN Mktp US - Total For Balefill - Diversion & Special</i>			<i>\$78.59</i>
AMZN Mktp US	City Manager	Standing desk	\$197.99
<i>AMZN Mktp US - Total For City Manager</i>			<i>\$197.99</i>
AMZN Mktp US	Ft. Caspar Museum	Rifle Stands for exhibits	\$37.50
<i>AMZN Mktp US - Total For Ft. Caspar Museum</i>			<i>\$37.50</i>
AMZN Mktp US	Ice Arena - Operations	MINI,SMALL,AND MEDIUM BINDER CLIPS	\$5.58
<i>AMZN Mktp US - Total For Ice Arena - Operations</i>			<i>\$5.58</i>
AMZN Mktp US	Parks - Athletic Maint.	MINI,SMALL,AND MEDIUM BINDER CLIPS	\$5.58
<i>AMZN Mktp US - Total For Parks - Athletic Maint.</i>			<i>\$5.58</i>
AMZN Mktp US	Parks - Urban Forestry	ANSI Z133 manual	\$39.99
<i>AMZN Mktp US - Total For Parks - Urban Forestry</i>			<i>\$39.99</i>
AMZN Mktp US	Police Administration	BOOK STORES office supplies	\$9.49
AMZN Mktp US	Police Administration	BOOK STORES office supplies CS	\$190.91
<i>AMZN Mktp US - Total For Police Administration</i>			<i>\$200.40</i>
AMZN Mktp US	Public Transit - Operations	BOOK STORES	\$29.97
<i>AMZN Mktp US - Total For Public Transit - Operations</i>			<i>\$29.97</i>
AMZN Mktp US	Rec Center - Admin	MINI,SMALL,AND MEDIUM BINDER CLIPS	\$5.60
<i>AMZN Mktp US - Total For Rec Center - Admin</i>			<i>\$5.60</i>
AMZN Mktp US	Rec Center - Operations	MINI,SMALL,AND MEDIUM BINDER CLIPS	\$5.58
AMZN Mktp US	Rec Center - Operations	CRC Front Desk Membership Cards and Mac	\$205.97
<i>AMZN Mktp US - Total For Rec Center - Operations</i>			<i>\$211.55</i>
AMZN Mktp US	Water Distribution	Heavy- Duty Adapter Power Supply Cord- Ot	\$23.97
<i>AMZN Mktp US - Total For Water Distribution</i>			<i>\$23.97</i>

AMZN Mktp US - ALL DEPARTMENTS

\$1,062.00

APPLE COMPUTER, INC.

APPLE COMPUTER, INC.	Fire-EMS Administration	Cloud Storage	\$0.99
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<i>APPLE COMPUTER, INC. - Total For Fire-EMS Administration</i>			\$0.99
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APPLE COMPUTER, INC. - ALL DEPARTMENTS

\$0.99

AT & T CORP

AT & T CORP	City Manager	Data for ipad	\$40.04
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<i>AT & T CORP - Total For City Manager</i>			\$40.04
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AT & T CORP	Community Development	Acct #287298906028	\$433.38
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<i>AT & T CORP - Total For Community Development</i>			\$433.38
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AT & T CORP	Metro Animal Control	Acct #287279602134	\$450.00
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<i>AT & T CORP - Total For Metro Animal Control</i>			\$450.00
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AT & T CORP	Police Administration	Acct #287279602134	\$15,883.10
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<i>AT & T CORP - Total For Police Administration</i>			\$15,883.10
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AT & T CORP	Police Investigations	LEA Tracking	\$70.00
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AT & T CORP	Police Investigations	LEA Tracking	\$70.00
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AT & T CORP	Police Investigations	LEA Tracking	\$70.00
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<i>AT & T CORP - Total For Police Investigations</i>			\$210.00
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AT & T CORP	Public Safety Communication	Acct #051 221-2711 001	\$159.30
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<i>AT & T CORP - Total For Public Safety Communications</i>			\$159.30
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AT & T CORP - ALL DEPARTMENTS

\$17,175.82

ATLAS OFFICE PRODUCT

ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	DRY EASERS BOARD FOR LANDFILL BUILDING	\$238.75
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ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Office supplies of scalehouse	\$66.71
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ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Office supplies of scalehouse	\$66.32
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<i>ATLAS OFFICE PRODUCT - Total For Balefill - Disposal & Landfill</i>			\$371.78
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ATLAS OFFICE PRODUCT	Balefill - Diversion & Special	PRINTER CARTRIDGE FOR SPECIAL WASTE/C	\$83.45
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<i>ATLAS OFFICE PRODUCT - Total For Balefill - Diversion & Special</i>			\$83.45
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ATLAS OFFICE PRODUCT	Buildings & Structures Fund	BAS Office Supplies - Atlas Office Products	\$13.40
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<i>ATLAS OFFICE PRODUCT - Total For Buildings & Structures Fund</i>			\$13.40
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ATLAS OFFICE PRODUCT	City Council	Office Supplies	\$25.50
<i>ATLAS OFFICE PRODUCT - Total For City Council</i>			\$25.50
ATLAS OFFICE PRODUCT	City Manager	Office Supplies	\$30.00
<i>ATLAS OFFICE PRODUCT - Total For City Manager</i>			\$30.00
ATLAS OFFICE PRODUCT	Customer Service	EPSON SCANNER	\$119.00
ATLAS OFFICE PRODUCT	Customer Service	RETURNED TONER CRTDG	(\$170.45)
<i>ATLAS OFFICE PRODUCT - Total For Customer Service</i>			(\$51.45)
ATLAS OFFICE PRODUCT	Engineering	Calendar Refund	(\$13.97)
<i>ATLAS OFFICE PRODUCT - Total For Engineering</i>			(\$13.97)
ATLAS OFFICE PRODUCT	Fire-EMS Administration	Station Calendar Refills	\$294.00
ATLAS OFFICE PRODUCT	Fire-EMS Administration	Ink for Fire Station 3	\$331.48
<i>ATLAS OFFICE PRODUCT - Total For Fire-EMS Administration</i>			\$625.48
ATLAS OFFICE PRODUCT	Ft. Caspar Museum	Acid free paper	\$25.38
<i>ATLAS OFFICE PRODUCT - Total For Ft. Caspar Museum</i>			\$25.38
ATLAS OFFICE PRODUCT	Human Resources	10 packs of tabbed dividers	\$13.00
<i>ATLAS OFFICE PRODUCT - Total For Human Resources</i>			\$13.00
ATLAS OFFICE PRODUCT	Information Services	Ergonomic keyboard	\$60.97
<i>ATLAS OFFICE PRODUCT - Total For Information Services</i>			\$60.97
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$513.50
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$7.06
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$16.07
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$47.43
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$256.75
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$18.12
<i>ATLAS OFFICE PRODUCT - Total For Metro Animal Shelter</i>			\$858.93
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$59.99
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$14.63
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$70.24
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$5.71
<i>ATLAS OFFICE PRODUCT - Total For Police Administration</i>			\$150.57
ATLAS OFFICE PRODUCT	Police Investigations	Office supplies	\$14.00
<i>ATLAS OFFICE PRODUCT - Total For Police Investigations</i>			\$14.00
ATLAS OFFICE PRODUCT	Rec Center - Admin	Atlas refund for printer cleaner sheets	(\$18.38)
<i>ATLAS OFFICE PRODUCT - Total For Rec Center - Admin</i>			(\$18.38)
ATLAS OFFICE PRODUCT	Regional Water Operations	Credit for Returned Calendar - Office Supplie	(\$8.41)
<i>ATLAS OFFICE PRODUCT - Total For Regional Water Operations</i>			(\$8.41)

ATLAS OFFICE PRODUCT - ALL DEPARTMENTS

\$2,180.25

ATLAS REPRODUCTION

ATLAS REPRODUCTION	Community Development	Printing / Laminating Services	\$105.00
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<i>ATLAS REPRODUCTION - Total For Community Development</i>			\$105.00
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ATLAS REPRODUCTION	Fire-EMS Administration	Copier usage	\$63.26
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<i>ATLAS REPRODUCTION - Total For Fire-EMS Administration</i>			\$63.26
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ATLAS REPRODUCTION - ALL DEPARTMENTS

\$168.26

B&B RUBBER STAMP

B&B RUBBER STAMP	Police Administration	STATIONARY, OFFICE AND SCHOOL SUPPLY S	\$121.80
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<i>B&B RUBBER STAMP - Total For Police Administration</i>			\$121.80
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B&B RUBBER STAMP - ALL DEPARTMENTS

\$121.80

BADGEANDWALLET.COM

BADGEANDWALLET.COM	Police Career Services	GIFT, CARD, NOVELTY, AND SOUVENIR SHOP	\$194.00
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<i>BADGEANDWALLET.COM - Total For Police Career Services</i>			\$194.00
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BADGEANDWALLET.COM - ALL DEPARTMENTS

\$194.00

BAILEY'S ACE HARDWAR

BAILEY'S ACE HARDWAR	Refuse - Residential	Mouse traps/super glue pocket knife for Truc	\$25.05
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BAILEY'S ACE HARDWAR	Refuse - Residential	Glue & gloves FOR TRUCK BARN	\$21.98
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<i>BAILEY'S ACE HARDWAR - Total For Refuse - Residential</i>			\$47.03
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BAILEY'S ACE HARDWAR - ALL DEPARTMENTS

\$47.03

BAILEYS ACE HDWE

BAILEYS ACE HDWE	Balefill - Baler Processing	TOTES FOR BALER PARTS	\$36.16
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<i>BAILEYS ACE HDWE - Total For Balefill - Baler Processing</i>			\$36.16
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BAILEYS ACE HDWE	Buildings & Structures Fund	Washing machine repair supplies for Rec Cen	\$14.60
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BAILEYS ACE HDWE	Buildings & Structures Fund	Washing machine repair supplies for Rec Cen	\$1.10
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BAILEYS ACE HDWE	Buildings & Structures Fund	Plumbing repair supplies for Senior Center -	\$21.94
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<i>BAILEYS ACE HDWE - Total For Buildings & Structures Fund</i>			\$37.64
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BAILEYS ACE HDWE	Fire-EMS Operations	Snap kit for SCBA repair	\$13.58
<i>BAILEYS ACE HDWE - Total For Fire-EMS Operations</i>			<i>\$13.58</i>
BAILEYS ACE HDWE	Parks - Parks Maint.	L brackets	\$10.98
<i>BAILEYS ACE HDWE - Total For Parks - Parks Maint.</i>			<i>\$10.98</i>
BAILEYS ACE HDWE	Refuse - Commercial	KEYS FOR COMMERCIAL ACCESS	\$13.95
<i>BAILEYS ACE HDWE - Total For Refuse - Commercial</i>			<i>\$13.95</i>
BAILEYS ACE HDWE	Refuse - Residential	FUNNELS & BATTERIES	\$12.78
<i>BAILEYS ACE HDWE - Total For Refuse - Residential</i>			<i>\$12.78</i>
BAILEYS ACE HDWE - ALL DEPARTMENTS			\$125.09

BARGREEN ELLINGSON

BARGREEN ELLINGSON	Golf - Operations	Miscellaneous Item	\$4,336.00
<i>BARGREEN ELLINGSON - Total For Golf - Operations</i>			<i>\$4,336.00</i>
BARGREEN ELLINGSON	Metro Animal Shelter	Rubberbands	\$7.15
<i>BARGREEN ELLINGSON - Total For Metro Animal Shelter</i>			<i>\$7.15</i>
BARGREEN ELLINGSON - ALL DEPARTMENTS			\$4,343.15

BARGREEN WYOMING

BARGREEN WYOMING	Fire-EMS Operations	Station Supplies	\$24.00
<i>BARGREEN WYOMING - Total For Fire-EMS Operations</i>			<i>\$24.00</i>
BARGREEN WYOMING	Ice Arena - Operations	Water Trough Invoice	\$137.25
<i>BARGREEN WYOMING - Total For Ice Arena - Operations</i>			<i>\$137.25</i>
BARGREEN WYOMING - ALL DEPARTMENTS			\$161.25

BARNES&NOBLE PAPERSO

BARNES&NOBLE PAPERSO	Metro Animal Shelter	BOOK STORES book for leadership class	\$38.39
<i>BARNES&NOBLE PAPERSO - Total For Metro Animal Shelter</i>			<i>\$38.39</i>
BARNES&NOBLE PAPERSO - ALL DEPARTMENTS			\$38.39

BARTLETT MANUFACTURI

BARTLETT MANUFACTURI	Weed & Pest Fund	Tailgate Safety Program	\$124.85
<i>BARTLETT MANUFACTURI - Total For Weed & Pest Fund</i>			<i>\$124.85</i>

BARTLETT MANUFACTURI - ALL DEPARTMENTS

\$124.85

BEST BUY

BEST BUY	Fire-EMS Prevent & Inspect	Sunpak lights for PIO Program	\$79.98
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<i>BEST BUY - Total For Fire-EMS Prevent & Inspect</i>			\$79.98
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BEST BUY - ALL DEPARTMENTS

\$79.98

BEST FRIENDS ANIMAL

BEST FRIENDS ANIMAL	Metro Animal Control	VETERINARY SERVICES Metro bill	\$318.44
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<i>BEST FRIENDS ANIMAL - Total For Metro Animal Control</i>			\$318.44
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BEST FRIENDS ANIMAL - ALL DEPARTMENTS

\$318.44

BEST PEST CONTROL IN

BEST PEST CONTROL IN	Metro Animal Shelter	DISINFECTING AND EXTERMINATING SERVIC	\$125.00
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BEST PEST CONTROL IN	Metro Animal Shelter	DISINFECTING AND EXTERMINATING SERVIC	\$250.00
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BEST PEST CONTROL IN	Metro Animal Shelter	DISINFECTING AND EXTERMINATING SERVIC	\$125.00
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<i>BEST PEST CONTROL IN - Total For Metro Animal Shelter</i>			\$500.00
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BEST PEST CONTROL IN - ALL DEPARTMENTS

\$500.00

BESTBUYCOM8067359758

BESTBUYCOM8067359758	Parks - Parks Maint.	ELECTRONIC SALES	\$69.95
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BESTBUYCOM8067359758	Parks - Parks Maint.	ELECTRONIC SALES	\$69.95
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BESTBUYCOM8067359758	Parks - Parks Maint.	ELECTRONIC SALES	\$1,198.00
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<i>BESTBUYCOM8067359758 - Total For Parks - Parks Maint.</i>			\$1,337.90
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BESTBUYCOM8067359758 - ALL DEPARTMENTS

\$1,337.90

BESTBUYCOM8067359852

BESTBUYCOM8067359852	Water Distribution	IPad Purchase	\$69.95
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BESTBUYCOM8067359852	Water Distribution	IPad Purchase	\$599.00
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<i>BESTBUYCOM8067359852 - Total For Water Distribution</i>			\$668.95
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BESTBUYCOM8067359852	Water Meters	IPad Purchase	\$139.90
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BESTBUYCOM8067359852	Water Meters	IPad Purchase	\$1,198.00
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BESTBUYCOM8067359852 - Total For Water Meters \$1,337.90

BESTBUYCOM8067359852 - ALL DEPARTMENTS \$2,006.85

BIG D #30

BIG D #30 City Manager Fuel expense from Cheyenne \$40.13

BIG D #30 - Total For City Manager \$40.13

BIG D #30 - ALL DEPARTMENTS \$40.13

BIG D #52

BIG D #52 Fire-EMS Operations Fuel \$57.22

BIG D #52 - Total For Fire-EMS Operations \$57.22

BIG D #52 - ALL DEPARTMENTS \$57.22

BIG WIND MEDIA, INC.

BIG WIND MEDIA, INC. City Council Review COC Google Analytics & Other Site D \$300.00

BIG WIND MEDIA, INC. - Total For City Council \$300.00

BIG WIND MEDIA, INC. City Manager Review COC Google Analytics & Other Site D \$300.00

BIG WIND MEDIA, INC. - Total For City Manager \$300.00

BIG WIND MEDIA, INC. - ALL DEPARTMENTS \$600.00

BLACK HILLS ENERGY

BLACK HILLS ENERGY Ash Street Building Acct #4376 8927 11 \$1,172.85

BLACK HILLS ENERGY Ash Street Building Acct #0421 9638 76 \$30.45

BLACK HILLS ENERGY - Total For Ash Street Building \$1,203.30

BLACK HILLS ENERGY Casper Business Center Acct #4620 7426 21 \$4,488.77

BLACK HILLS ENERGY - Total For Casper Business Center \$4,488.77

BLACK HILLS ENERGY City Hall Acct #6837 4281 65 \$3,816.20

BLACK HILLS ENERGY - Total For City Hall \$3,816.20

BLACK HILLS ENERGY Fire-EMS Administration Acct #1783 9430 41 \$6,594.40

BLACK HILLS ENERGY Fire-EMS Administration Acct #3267 4234 58 \$915.18

BLACK HILLS ENERGY - Total For Fire-EMS Administration \$7,509.58

BLACK HILLS ENERGY Golf - Operations Acct #6566 7661 30 \$1,047.03

BLACK HILLS ENERGY Golf - Operations Acct #1340 9824 25 \$56.29

<i>BLACK HILLS ENERGY - Total For Golf - Operations</i>			<i>\$1,103.32</i>
BLACK HILLS ENERGY	Metro Animal Shelter	Acct #9630 2229 58	\$2,058.03
<i>BLACK HILLS ENERGY - Total For Metro Animal Shelter</i>			<i>\$2,058.03</i>
BLACK HILLS ENERGY	Parks - Athletic Maint.	Acct #5655 3404 55	\$442.77
<i>BLACK HILLS ENERGY - Total For Parks - Athletic Maint.</i>			<i>\$442.77</i>
BLACK HILLS ENERGY	Parks - Parks Maint.	Acct #2076 2356 87	\$331.72
<i>BLACK HILLS ENERGY - Total For Parks - Parks Maint.</i>			<i>\$331.72</i>
BLACK HILLS ENERGY	Regional Water Operations	Acct #7513 1659 94 - Natural Gas	\$13,382.61
<i>BLACK HILLS ENERGY - Total For Regional Water Operations</i>			<i>\$13,382.61</i>
BLACK HILLS ENERGY - ALL DEPARTMENTS			\$34,336.30

BLAKEMAN PROPANE

BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane HEAT FOR EQUIPT BLDG	\$920.68
BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane for heat in Equipt bldg	\$1,268.07
BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane FOR LANDFILL	\$944.58
<i>BLAKEMAN PROPANE - Total For Balefill - Disposal & Landfill</i>			<i>\$3,133.33</i>
BLAKEMAN PROPANE - ALL DEPARTMENTS			\$3,133.33

BLOEDORN LUMBER CO

BLOEDORN LUMBER CO	Buildings & Structures Fund	Lighting repair supplies for City Hall - Bloedor	\$17.52
BLOEDORN LUMBER CO	Buildings & Structures Fund	Lighting repair supplies for City Hall - Bloedor	\$10.79
<i>BLOEDORN LUMBER CO - Total For Buildings & Structures Fund</i>			<i>\$28.31</i>
BLOEDORN LUMBER CO - ALL DEPARTMENTS			\$28.31

C&J SAYLES INC

C&J SAYLES INC	General Fund Revenue	Jewelry for resale in museum store	\$1,183.27
<i>C&J SAYLES INC - Total For General Fund Revenue</i>			<i>\$1,183.27</i>
C&J SAYLES INC - ALL DEPARTMENTS			\$1,183.27

CAMBRIA HOTEL SONOMA

CAMBRIA HOTEL SONOMA	Police Career Services	LODGING, HOTELS, MOTELS, RESORTS trainin	\$709.96
<i>CAMBRIA HOTEL SONOMA - Total For Police Career Services</i>			<i>\$709.96</i>

CAMBRIA HOTEL SONOMA - ALL DEPARTMENTS

\$709.96

CASELLE, INC.

CASELLE, INC.	Customer Service	Contract Support & Maintenance-3/01/23 to	\$78.00
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<i>CASELLE, INC. - Total For Customer Service</i>			<i>\$78.00</i>
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CASELLE, INC. - ALL DEPARTMENTS

\$78.00

CASPER ANIMAL MED CT

CASPER ANIMAL MED CT	Police Grants Fund	VETERINARY SERVICES	\$176.00
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<i>CASPER ANIMAL MED CT - Total For Police Grants Fund</i>			<i>\$176.00</i>
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CASPER ANIMAL MED CT - ALL DEPARTMENTS

\$176.00

CASPER HOUSING AUTHO

CASPER HOUSING AUTHO	Capital Projects Fund	1% #16 Funding Casper Housing	\$45,455.44
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<i>CASPER HOUSING AUTHO - Total For Capital Projects Fund</i>			<i>\$45,455.44</i>
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CASPER HOUSING AUTHO - ALL DEPARTMENTS

\$45,455.44

CASPER STAR TRIBUNE

CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$10.00
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$90.38
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$1,078.60
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$77.28
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$138.40
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$90.38
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$90.38
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$10.00
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$880.80
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$74.84
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CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$90.38
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<i>CASPER STAR TRIBUNE - Total For City Clerk</i>			<i>\$2,631.44</i>
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CASPER STAR TRIBUNE - ALL DEPARTMENTS

\$2,631.44

CASPER STAR-TRIBUNE,

CASPER STAR-TRIBUNE,	Balefill - Disposal & Landfill	Standard Advertisement For Bid	\$557.52
<i>CASPER STAR-TRIBUNE, - Total For Balefill - Disposal & Landfill</i>			<i>\$557.52</i>
CASPER STAR-TRIBUNE,	Capital Projects Fund	Notice of Final Payment to Contractor	\$156.20
<i>CASPER STAR-TRIBUNE, - Total For Capital Projects Fund</i>			<i>\$156.20</i>
CASPER STAR-TRIBUNE,	Community Development	Notice of the Casper Historic	\$85.72
CASPER STAR-TRIBUNE,	Community Development	Planning & Zoning Notice	\$54.12
<i>CASPER STAR-TRIBUNE, - Total For Community Development</i>			<i>\$139.84</i>
CASPER STAR-TRIBUNE,	Regional Water Operations	Budget Hearing Notice	\$392.00
CASPER STAR-TRIBUNE,	Regional Water Operations	Central Wyo Regional Water Notice	\$54.70
<i>CASPER STAR-TRIBUNE, - Total For Regional Water Operations</i>			<i>\$446.70</i>
CASPER STAR-TRIBUNE, - ALL DEPARTMENTS			\$1,300.26

CASPER TIRE

CASPER TIRE	Refuse - Residential	FLAT REPAIR TRK#2285 RESIDENT SIDELOAD	\$45.00
CASPER TIRE	Refuse - Residential	Flat Repair TRK#2302 RESIDENT SIDELOAD 2	\$55.00
<i>CASPER TIRE - Total For Refuse - Residential</i>			<i>\$100.00</i>
CASPER TIRE - ALL DEPARTMENTS			\$100.00

CASPER WINNELSON CO

CASPER WINNELSON CO	Buildings & Structures Fund	Repair supplies for Aquatics Center - Winnels	\$101.82
CASPER WINNELSON CO	Buildings & Structures Fund	Repair supplies for Aquatics Center - Winnels	\$165.44
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Senior Center -	\$47.28
CASPER WINNELSON CO	Buildings & Structures Fund	Wash bay repair supplies for Service Center -	\$29.36
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Senior Center -	\$11.54
CASPER WINNELSON CO	Buildings & Structures Fund	Supplies to repair wash bay at Service Center	\$36.90
CASPER WINNELSON CO	Buildings & Structures Fund	Repair supplies for Solid Waste Baler Building	\$26.56
<i>CASPER WINNELSON CO - Total For Buildings & Structures Fund</i>			<i>\$418.90</i>
CASPER WINNELSON CO - ALL DEPARTMENTS			\$418.90

CEIA USA LTD

CEIA USA LTD	Police Administration	COMMERCIAL EQUIPMENT, NOT ELSEWHERE	\$145.64
<i>CEIA USA LTD - Total For Police Administration</i>			<i>\$145.64</i>

CEIA USA LTD - ALL DEPARTMENTS \$145.64

CENEX BIG HORN070741

CENEX BIG HORN070741 Fire-EMS Operations Fule for travel to Riverton for firefigher certif \$43.07

CENEX BIG HORN070741 - Total For Fire-EMS Operations \$43.07

CENEX BIG HORN070741 - ALL DEPARTMENTS \$43.07

CENTRAL TRUCK & DIES

CENTRAL TRUCK & DIES Fleet Maintenance Fund 230075 Equipment repair \$1,622.97

CENTRAL TRUCK & DIES Fleet Maintenance Fund 222267 Vehicle repair \$1,692.00

CENTRAL TRUCK & DIES - Total For Fleet Maintenance Fund \$3,314.97

CENTRAL TRUCK & DIES - ALL DEPARTMENTS \$3,314.97

CENTRAL WY. REGIONAL

CENTRAL WY. REGIONAL Water Administration Regional Wholesale Water Revenue \$363,834.18

CENTRAL WY. REGIONAL - Total For Water Administration \$363,834.18

CENTRAL WY. REGIONAL Water Revenue and Transfers System Investment Charges - January 2023 \$1,869.00

CENTRAL WY. REGIONAL - Total For Water Revenue and Transfers \$1,869.00

CENTRAL WY. REGIONAL - ALL DEPARTMENTS \$365,703.18

CENTRAL WYOMING HOME

CENTRAL WYOMING HOME Balefill - Disposal & Landfill Exhibit Space/Booth Reservation \$395.00

CENTRAL WYOMING HOME - Total For Balefill - Disposal & Landfill \$395.00

CENTRAL WYOMING HOME - ALL DEPARTMENTS \$395.00

CENTURYLINK

CENTURYLINK Balefill - Disposal & Landfill LRP ANALOG LINE FOR GAS \$80.45

CENTURYLINK - Total For Balefill - Disposal & Landfill \$80.45

CENTURYLINK Customer Service Acct #307-235-8290 915B \$49.69

CENTURYLINK - Total For Customer Service \$49.69

CENTURYLINK Fleet Maintenance Fund Acct #P-307-111-5112 611M \$176.56

CENTURYLINK - Total For Fleet Maintenance Fund \$176.56

CENTURYLINK	Ice Arena - Operations	Acct #307-235-7540 740B	\$48.44
<i>CENTURYLINK - Total For Ice Arena - Operations</i>			\$48.44
CENTURYLINK	Public Safety Communication	Acct #307-235-7592 537B	\$217.02
CENTURYLINK	Public Safety Communication	Acct #P-307-632-4759 643M	\$303.75
<i>CENTURYLINK - Total For Public Safety Communications</i>			\$520.77
CENTURYLINK	WWTP Regional Interceptors	Acct #P-307-234-3201 148M	\$1,341.19
<i>CENTURYLINK - Total For WWTP Regional Interceptors</i>			\$1,341.19
CENTURYLINK - ALL DEPARTMENTS			\$2,217.10

CHAPMAN VALDEZ & LAN

CHAPMAN VALDEZ & LAN	City Manager	Court Appointed Attorney - Municipal Court	\$2,130.00
<i>CHAPMAN VALDEZ & LAN - Total For City Manager</i>			\$2,130.00
CHAPMAN VALDEZ & LAN - ALL DEPARTMENTS			\$2,130.00

CHARTER COMMUNICATIO

CHARTER COMMUNICATIO	Public Safety Communication	CABLE, SATELLITE & OTHER PAY TV/RADIO S	\$84.13
<i>CHARTER COMMUNICATIO - Total For Public Safety Communications</i>			\$84.13
CHARTER COMMUNICATIO - ALL DEPARTMENTS			\$84.13

CHEM AQUA

CHEM AQUA	Ice Arena - Operations	Chem Aqua Water Treatment	\$537.51
<i>CHEM AQUA - Total For Ice Arena - Operations</i>			\$537.51
CHEM AQUA - ALL DEPARTMENTS			\$537.51

CHEVRON 0090206

CHEVRON 0090206	Police Career Services	AUTOMATED FUEL DISPENSERS training Uhri	\$29.85
<i>CHEVRON 0090206 - Total For Police Career Services</i>			\$29.85
CHEVRON 0090206 - ALL DEPARTMENTS			\$29.85

CHEYENNE FRFLDINN ST

CHEYENNE FRFLDINN ST	City Council	Hotel expense during WAM Winter Conferen	\$192.00
<i>CHEYENNE FRFLDINN ST - Total For City Council</i>			\$192.00

CHEYENNE FRFLDINN ST	City Manager	Hotel expenses during WAM Winter Confere	\$192.00
<i>CHEYENNE FRFLDINN ST - Total For City Manager</i>			<i>\$192.00</i>
CHEYENNE FRFLDINN ST - ALL DEPARTMENTS			\$384.00

CHEYENNE HOLIDAY INN

CHEYENNE HOLIDAY INN	City Council	Hotel expense during WAM Winter Conferen	\$196.00
<i>CHEYENNE HOLIDAY INN - Total For City Council</i>			<i>\$196.00</i>
CHEYENNE HOLIDAY INN - ALL DEPARTMENTS			\$196.00

CITY OF CASPER

CITY OF CASPER	Balefill - Disposal & Landfill	Street Sweeping Monthly Fee	\$2,266.00
<i>CITY OF CASPER - Total For Balefill - Disposal & Landfill</i>			<i>\$2,266.00</i>
CITY OF CASPER	Ft. Caspar Museum	Public Garbage, Roll Off Pull Fee & Rental Fe	\$1,225.30
<i>CITY OF CASPER - Total For Ft. Caspar Museum</i>			<i>\$1,225.30</i>
CITY OF CASPER	Hogadon - Operations	Public garbage	\$20.00
CITY OF CASPER	Hogadon - Operations	Public garbage	\$20.00
<i>CITY OF CASPER - Total For Hogadon - Operations</i>			<i>\$40.00</i>
CITY OF CASPER	Public Transit - CARES Act	Fuel & Workorder Charges	\$15,653.52
<i>CITY OF CASPER - Total For Public Transit - CARES Act</i>			<i>\$15,653.52</i>
CITY OF CASPER	Public Transit - Operations	Fuel & Workorder Charges	\$18,044.14
<i>CITY OF CASPER - Total For Public Transit - Operations</i>			<i>\$18,044.14</i>
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$461.45
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash & recycled cardbo	\$5,794.10
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash & recycled cardbo	\$5,702.40
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$4,415.40
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle newspaper/cardboa	\$5,902.25
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash & recycle cardboar	\$6,152.50
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	\$6,467.85
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$495.00
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash & recycle cardboar	\$5,657.43
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$522.50
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle newspaper/cardboa	\$5,483.15
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle newspaper/cardboa	\$5,439.15
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$4,965.40

CITY OF CASPER	Refuse - Residential	Garbage baler & recycle newspaper/cardboa	\$6,417.40
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$454.85
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle newspaper/cardboa	\$5,871.65
CITY OF CASPER	Refuse - Residential	Monthly Balefill Pass Billing - January 2023	\$23,380.00
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	\$5,945.70
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	\$5,582.90
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$4,833.95
<i>CITY OF CASPER - Total For Refuse - Residential</i>			<i>\$109,945.03</i>
CITY OF CASPER	Sewer Administration	201 Sewer RWWS	\$420,578.93
<i>CITY OF CASPER - Total For Sewer Administration</i>			<i>\$420,578.93</i>
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$64.90
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$95.15
<i>CITY OF CASPER - Total For WWTP Operations</i>			<i>\$160.05</i>
CITY OF CASPER - ALL DEPARTMENTS			\$567,912.97

CIVIL ENGINEERING PR

CIVIL ENGINEERING PR	Capital Projects Fund	I-25 and Casper Marginal Beaut	\$3,155.00
<i>CIVIL ENGINEERING PR - Total For Capital Projects Fund</i>			<i>\$3,155.00</i>
CIVIL ENGINEERING PR	Metropolitan Planning Org	Evansville East Side Sidewalk	\$6,650.00
<i>CIVIL ENGINEERING PR - Total For Metropolitan Planning Org</i>			<i>\$6,650.00</i>
CIVIL ENGINEERING PR - ALL DEPARTMENTS			\$9,805.00

CMI TECO, INC.

CMI TECO, INC.	Fleet Maintenance Fund	660270 Equipment repair	\$4,307.58
CMI TECO, INC.	Fleet Maintenance Fund	Return of filter	(\$108.06)
CMI TECO, INC.	Fleet Maintenance Fund	660231 Equipment repair	\$2,161.01
<i>CMI TECO, INC. - Total For Fleet Maintenance Fund</i>			<i>\$6,360.53</i>
CMI TECO, INC.	Refuse - Commercial	Arm & Cylinder 222305 roll off 2021	\$1,687.38
CMI TECO, INC.	Refuse - Commercial	Equipment repairs/service 222272 front load	\$8,237.11
CMI TECO, INC.	Refuse - Commercial	Equipment repairs/service 222288 front load	\$4,120.35
CMI TECO, INC.	Refuse - Commercial	Equipment repair TRK#2307	\$3,373.10
CMI TECO, INC.	Refuse - Commercial	Equipment repair Trk#2272 - 2015 Front Loa	\$3,885.34
<i>CMI TECO, INC. - Total For Refuse - Commercial</i>			<i>\$21,303.28</i>
CMI TECO, INC.	Refuse - Recycling	Equipment repairs/repairs 222247 recycle 2	\$6,052.50

<i>CMI TECO, INC. - Total For Refuse - Recycling</i>			\$6,052.50
CMI TECO, INC.	Refuse - Residential	Truck Repair #2255 - 2010 Rear Loader	\$5,579.10
CMI TECO, INC.	Refuse - Residential	Spacer 222285 side load 2017	\$119.74
CMI TECO, INC.	Refuse - Residential	Equipment repairs/service 222275 side load	\$9,661.52
CMI TECO, INC.	Refuse - Residential	Equipment repairs/service 222285 side load	\$1,610.19
<i>CMI TECO, INC. - Total For Refuse - Residential</i>			\$16,970.55
CMI TECO, INC. - ALL DEPARTMENTS			\$50,686.86

COASTAL CHEMICAL CO

COASTAL CHEMICAL CO	Regional Water Operations	Bulk Fuel - Gas/Fuel	\$65.65
<i>COASTAL CHEMICAL CO - Total For Regional Water Operations</i>			\$65.65
COASTAL CHEMICAL CO - ALL DEPARTMENTS			\$65.65

COCA COLA BOTTLING C

COCA COLA BOTTLING C	Balefill - Disposal & Landfill	Water delivery FOR CUSTOMERS IN SCALE H	\$16.50
COCA COLA BOTTLING C	Balefill - Disposal & Landfill	water for scale house customers	\$16.50
<i>COCA COLA BOTTLING C - Total For Balefill - Disposal & Landfill</i>			\$33.00
COCA COLA BOTTLING C - ALL DEPARTMENTS			\$33.00

COMMUNICATION TECHNO

COMMUNICATION TECHNO	Balefill - Diversion & Special	LED STROBE BAR FOR Pickup Truck UNIT#14	\$545.00
<i>COMMUNICATION TECHNO - Total For Balefill - Diversion & Special</i>			\$545.00
COMMUNICATION TECHNO	Capital Projects Fund	Removal of aftermarket equipment from veh	\$880.00
COMMUNICATION TECHNO	Capital Projects Fund	Equipment for 2 Marked F150s	\$18,745.37
COMMUNICATION TECHNO	Capital Projects Fund	Equipment for 2 Marked F150s	\$18,745.37
<i>COMMUNICATION TECHNO - Total For Capital Projects Fund</i>			\$38,370.74
COMMUNICATION TECHNO	Police Administration	Speaker, radio reprogramming & siren replac	\$415.00
COMMUNICATION TECHNO	Police Administration	Battery testing / repair	\$110.00
COMMUNICATION TECHNO	Police Administration	Break Out Box Replacement	\$258.00
<i>COMMUNICATION TECHNO - Total For Police Administration</i>			\$783.00
COMMUNICATION TECHNO	Refuse - Residential	NEW 2WAY RADIO TRK#2312 RESIDENT 202	\$320.63
COMMUNICATION TECHNO	Refuse - Residential	NEW RADIO TRK#2313 RESIDENT 2023 SIDEL	\$320.63
<i>COMMUNICATION TECHNO - Total For Refuse - Residential</i>			\$641.26

COMMUNICATION TECHNO - ALL DEPARTMENTS \$40,340.00

CONOCO - STOP-N-GO

CONOCO - STOP-N-GO	Fire-EMS Operations	Fuel	\$133.45
CONOCO - STOP-N-GO	Fire-EMS Operations	Fuel	\$33.48
<i>CONOCO - STOP-N-GO - Total For Fire-EMS Operations</i>			<i>\$166.93</i>

CONOCO - STOP-N-GO - ALL DEPARTMENTS \$166.93

CONVERGEONE

CONVERGEONE	Parks - Parks Maint.	iPad software	\$154.14
<i>CONVERGEONE - Total For Parks - Parks Maint.</i>			<i>\$154.14</i>

CONVERGEONE	Water Distribution	MDM licenses for new iPads	\$308.28
<i>CONVERGEONE - Total For Water Distribution</i>			<i>\$308.28</i>

CONVERGEONE	Water Meters	MDM licenses for new iPads	\$154.14
<i>CONVERGEONE - Total For Water Meters</i>			<i>\$154.14</i>

CONVERGEONE - ALL DEPARTMENTS \$616.56

CONVERGEONE INC

CONVERGEONE INC	WWTP Regional Interceptors	TELECOMMUNICATION EQUIPMENT	\$620.66
<i>CONVERGEONE INC - Total For WWTP Regional Interceptors</i>			<i>\$620.66</i>

CONVERGEONE INC - ALL DEPARTMENTS \$620.66

COWBOY SUPPLY HOUSE

COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Trash Bags; Rejuvanal; Kleenex; paper towels	\$493.66
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	ReJuv Nal; Liquid Gum Go; Cleaners; Body W	\$263.75
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Cleaning Supplies, Floor Scrub pads, gloves, n	\$528.55
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Arsenal; paper towels; hand soap; Sanitizer	\$111.37
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Trash liners	\$155.20
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Restroom Cleaner; body wash; hand soap	\$111.72
COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Restroom Cleaner; Clean Scrubber	\$167.69
<i>COWBOY SUPPLY HOUSE - Total For Buildings & Structures Fund</i>			<i>\$1,831.94</i>
COWBOY SUPPLY HOUSE	Rec Center - Operations	Ice Melt	\$275.00
COWBOY SUPPLY HOUSE	Rec Center - Operations	Laundry Detergent	\$268.72

COWBOY SUPPLY HOUSE	Rec Center - Operations	ReJuv Nal; Liquid Gum Go; Cleaners; Body W	\$240.03
COWBOY SUPPLY HOUSE	Rec Center - Operations	Restroom Cleaner; body wash; hand soap	\$263.75
COWBOY SUPPLY HOUSE	Rec Center - Operations	Arsenal; paper towels; hand soap; Sanitizer	\$230.91
<i>COWBOY SUPPLY HOUSE - Total For Rec Center - Operations</i>			<i>\$1,278.41</i>
COWBOY SUPPLY HOUSE - ALL DEPARTMENTS			\$3,110.35

CPI ENVIRONMENTALEXP

CPI ENVIRONMENTALEXP	WWTP Operations	Lab supplies	\$161.32
<i>CPI ENVIRONMENTALEXP - Total For WWTP Operations</i>			<i>\$161.32</i>
CPI ENVIRONMENTALEXP - ALL DEPARTMENTS			\$161.32

CPS DISTRIBUTORS, IN

CPS DISTRIBUTORS, IN	Parks - Parks Maint.	PVC Nipples	\$4.86
<i>CPS DISTRIBUTORS, IN - Total For Parks - Parks Maint.</i>			<i>\$4.86</i>
CPS DISTRIBUTORS, IN - ALL DEPARTMENTS			\$4.86

CPU IIT

CPU IIT	City Attorney	Computer Replacements	\$3,576.00
<i>CPU IIT - Total For City Attorney</i>			<i>\$3,576.00</i>
CPU IIT	Community Development	Computer Replacements	\$3,416.00
<i>CPU IIT - Total For Community Development</i>			<i>\$3,416.00</i>
CPU IIT	Engineering	Computer Replacements	\$4,171.00
<i>CPU IIT - Total For Engineering</i>			<i>\$4,171.00</i>
CPU IIT	Information Services	Computer Replacements	\$11,386.00
CPU IIT	Information Services	Computer Replacements	\$1,521.00
<i>CPU IIT - Total For Information Services</i>			<i>\$12,907.00</i>
CPU IIT	Metropolitan Planning Org	Computer Replacements	\$3,376.00
<i>CPU IIT - Total For Metropolitan Planning Org</i>			<i>\$3,376.00</i>
CPU IIT	Municipal Court	Computer Replacements	\$1,192.00
<i>CPU IIT - Total For Municipal Court</i>			<i>\$1,192.00</i>
CPU IIT	Sewer Wastewater Collection	Computer Replacements	\$1,192.00
<i>CPU IIT - Total For Sewer Wastewater Collection</i>			<i>\$1,192.00</i>
CPU IIT	Water Administration	Computer Replacements	\$1,192.00

<i>CPU IIT - Total For Water Administration</i>			<i>\$1,192.00</i>
CPU IIT	Water Distribution	Computer Replacements	\$1,706.00
<i>CPU IIT - Total For Water Distribution</i>			<i>\$1,706.00</i>
CPU IIT	Water Meters	Computer Replacements	\$2,817.00
<i>CPU IIT - Total For Water Meters</i>			<i>\$2,817.00</i>
CPU IIT - ALL DEPARTMENTS			\$35,545.00

CRIME SCENE INFORMAT

CRIME SCENE INFORMAT	Police Administration	Basic Program / Web Tips - March 2023	\$122.00
<i>CRIME SCENE INFORMAT - Total For Police Administration</i>			<i>\$122.00</i>
CRIME SCENE INFORMAT - ALL DEPARTMENTS			\$122.00

CROWN CONSTRUCTION L

CROWN CONSTRUCTION L	Balefill - Disposal & Landfill	Solid Waste Exit Scale	\$76,817.00
<i>CROWN CONSTRUCTION L - Total For Balefill - Disposal & Landfill</i>			<i>\$76,817.00</i>
CROWN CONSTRUCTION L - ALL DEPARTMENTS			\$76,817.00

CRUM ELECTRIC SUPPLY

CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Aquatics Center Repair Supplies - Crum	\$74.09
<i>CRUM ELECTRIC SUPPLY - Total For Buildings & Structures Fund</i>			<i>\$74.09</i>
CRUM ELECTRIC SUPPLY	Capital Projects Fund	Conduit parts for installing Baseline controlle	\$211.56
<i>CRUM ELECTRIC SUPPLY - Total For Capital Projects Fund</i>			<i>\$211.56</i>
CRUM ELECTRIC SUPPLY - ALL DEPARTMENTS			\$285.65

CURRY GARAGE DOOR CO

CURRY GARAGE DOOR CO	Capital Projects Fund	Garage door repair	\$2,270.00
<i>CURRY GARAGE DOOR CO - Total For Capital Projects Fund</i>			<i>\$2,270.00</i>
CURRY GARAGE DOOR CO - ALL DEPARTMENTS			\$2,270.00

DANA KEPNER COMPANY

DANA KEPNER COMPANY	Water Distribution	Hydrant Parts - Water & Sewer Line Material	\$403.08
<i>DANA KEPNER COMPANY - Total For Water Distribution</i>			<i>\$403.08</i>

DANA KEPNER COMPANY	Water Meters	Census Digital Head for Low Side of Test Met	\$1,080.23
<i>DANA KEPNER COMPANY - Total For Water Meters</i>			<i>\$1,080.23</i>
DANA KEPNER COMPANY - ALL DEPARTMENTS			\$1,483.31

DAVIDSON MECHANICAL,

DAVIDSON MECHANICAL,	Balefill - Disposal & Landfill	pipng for power washer into Equip bayside	\$2,150.82
<i>DAVIDSON MECHANICAL, - Total For Balefill - Disposal & Landfill</i>			<i>\$2,150.82</i>
DAVIDSON MECHANICAL, - ALL DEPARTMENTS			\$2,150.82

DAYS INNS/DAYSTOP

DAYS INNS/DAYSTOP	Police Grants Fund	DAYS INNS	\$60.00
<i>DAYS INNS/DAYSTOP - Total For Police Grants Fund</i>			<i>\$60.00</i>
DAYS INNS/DAYSTOP - ALL DEPARTMENTS			\$60.00

DBC IRRIGATION SUPPL

DBC IRRIGATION SUPPL	Parks - Parks Maint.	Wire labels and slip fixes for stock	\$89.84
<i>DBC IRRIGATION SUPPL - Total For Parks - Parks Maint.</i>			<i>\$89.84</i>
DBC IRRIGATION SUPPL - ALL DEPARTMENTS			\$89.84

DECKER AUTO GLASS, I

DECKER AUTO GLASS, I	Balefill - Disposal & Landfill	SEALS INSTALLED FOR WINDOW ON EXCAVA	\$177.50
<i>DECKER AUTO GLASS, I - Total For Balefill - Disposal & Landfill</i>			<i>\$177.50</i>
DECKER AUTO GLASS, I - ALL DEPARTMENTS			\$177.50

DELL MARKETING LP

DELL MARKETING LP	Police Administration	Adobe Pro for Nunn	\$109.64
<i>DELL MARKETING LP - Total For Police Administration</i>			<i>\$109.64</i>
DELL MARKETING LP - ALL DEPARTMENTS			\$109.64

DELTA 0064252104

DELTA 0064252104	Public Safety Communication	DELTA Baggage Munoz	\$30.00
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DELTA 0064252104 - Total For Public Safety Communications \$30.00

DELTA 0064252104 - ALL DEPARTMENTS \$30.00

DELTA 0064252642

DELTA 0064252642 Public Safety Communication DELTA baggage Munoz \$30.00

DELTA 0064252642 - Total For Public Safety Communications \$30.00

DELTA 0064252642 - ALL DEPARTMENTS \$30.00

DENNIS SUPPLY CO.

DENNIS SUPPLY CO. Balefill - Disposal & Landfill Box of filters for heaters in Customer Lounge \$56.64

DENNIS SUPPLY CO. - Total For Balefill - Disposal & Landfill \$56.64

DENNIS SUPPLY CO. Buildings & Structures Fund HVAC Repair Supplies for the Nicolaysen - De \$10.96

DENNIS SUPPLY CO. Buildings & Structures Fund HVAC Repair Supplies for Water Garage - De \$106.24

DENNIS SUPPLY CO. Buildings & Structures Fund HVAC Repair supplies for Aquatics Center - D \$47.02

DENNIS SUPPLY CO. Buildings & Structures Fund HVAC Repair supplies for Transit Garage - De \$69.75

DENNIS SUPPLY CO. - Total For Buildings & Structures Fund \$233.97

DENNIS SUPPLY CO. - ALL DEPARTMENTS \$290.61

DENVER INDUSTRIAL SA

DENVER INDUSTRIAL SA Streets 1 Pallet (56) Bags UPM Cold Patch & 1 Pallet \$3,220.34

DENVER INDUSTRIAL SA - Total For Streets \$3,220.34

DENVER INDUSTRIAL SA - ALL DEPARTMENTS \$3,220.34

DESERT MTN. CORP.

DESERT MTN. CORP. Streets Ice Slicer for 2023 \$3,479.26

DESERT MTN. CORP. Streets Ice Slicer for 2023 \$3,034.33

DESERT MTN. CORP. Streets Ice Slicer for 2023 \$3,458.40

DESERT MTN. CORP. Streets Ice Slicer for 2023 \$3,106.84

DESERT MTN. CORP. Streets Ice Slicer for 2023 \$3,469.38

DESERT MTN. CORP. Streets Ice Slicer for 2023 \$3,514.42

DESERT MTN. CORP. Streets Ice Slicer for 2023 \$3,225.48

DESERT MTN. CORP. Streets Ice Slicer for 2023 \$3,483.67

DESERT MTN. CORP. - Total For Streets \$26,771.78

DESERT MTN. CORP. - ALL DEPARTMENTS

\$26,771.78

DPC INDUSTRIES, INC.

DPC INDUSTRIES, INC.	Regional Water Operations	Sodium Hypochlorite - Chemicals	\$12,633.19
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<i>DPC INDUSTRIES, INC. - Total For Regional Water Operations</i>			\$12,633.19
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DPC INDUSTRIES, INC. - ALL DEPARTMENTS

\$12,633.19

DRI Gallup

DRI Gallup	Metro Animal Shelter	COMPUTER SOFTWARE STORES books for lea	\$19.99
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<i>DRI Gallup - Total For Metro Animal Shelter</i>			\$19.99
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DRI Gallup - ALL DEPARTMENTS

\$19.99

DYNAMIC CONTROLS INC

DYNAMIC CONTROLS INC	WWTP Operations	Gate Controls	\$2,660.00
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<i>DYNAMIC CONTROLS INC - Total For WWTP Operations</i>			\$2,660.00
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DYNAMIC CONTROLS INC - ALL DEPARTMENTS

\$2,660.00

E 470 EXPRESS TOLLS

E 470 EXPRESS TOLLS	Police Administration	TOLLS, ROAD AND BRIDGE FEES Colorado toll	\$9.60
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<i>E 470 EXPRESS TOLLS - Total For Police Administration</i>			\$9.60
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E 470 EXPRESS TOLLS - ALL DEPARTMENTS

\$9.60

eBay O 02-09657-9953

eBay O 02-09657-9953	Fleet Maintenance Fund	111187 USED RADIO	\$204.99
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<i>eBay O 02-09657-9953 - Total For Fleet Maintenance Fund</i>			\$204.99
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eBay O 02-09657-9953 - ALL DEPARTMENTS

\$204.99

eBay O 03-09648-6069

eBay O 03-09648-6069	Ft. Caspar Museum	Box making supplies for traveling exhibit	\$30.40
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<i>eBay O 03-09648-6069 - Total For Ft. Caspar Museum</i>			\$30.40
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eBay O 03-09648-6069 - ALL DEPARTMENTS \$30.40

eBay O 09-09635-0052

eBay O 09-09635-0052 Fleet Maintenance Fund HEADLIGHT ASY, LEFT \$413.95

eBay O 09-09635-0052 - Total For Fleet Maintenance Fund \$413.95

eBay O 09-09635-0052 - ALL DEPARTMENTS \$413.95

ECMS

ECMS Fire-EMS Operations Uniform order \$1,730.35

ECMS - Total For Fire-EMS Operations \$1,730.35

ECMS - ALL DEPARTMENTS \$1,730.35

EDGE ENGINEERING GRO

EDGE ENGINEERING GRO Balefill - Disposal & Landfill Methane Detector Calibration \$676.25

EDGE ENGINEERING GRO - Total For Balefill - Disposal & Landfill \$676.25

EDGE ENGINEERING GRO - ALL DEPARTMENTS \$676.25

EMPLOYEE REIMBURSEME

EMPLOYEE REIMBURSEME Engineering 2023 Wyo Engineering Society Conf Reimbur \$225.00

EMPLOYEE REIMBURSEME - Total For Engineering \$225.00

EMPLOYEE REIMBURSEME Police Career Services Work clothing reimbursement \$650.00

EMPLOYEE REIMBURSEME Police Career Services Work clothing reimbursement \$151.20

EMPLOYEE REIMBURSEME - Total For Police Career Services \$801.20

EMPLOYEE REIMBURSEME Refuse - Commercial Work clothing reimbursement jeans \$150.00

EMPLOYEE REIMBURSEME - Total For Refuse - Commercial \$150.00

EMPLOYEE REIMBURSEME Refuse - Residential Work boot reimbursement \$150.00

EMPLOYEE REIMBURSEME - Total For Refuse - Residential \$150.00

EMPLOYEE REIMBURSEME Water Distribution Winter Outerwear Reimbursement \$146.99

EMPLOYEE REIMBURSEME Water Distribution Work boot & Jeans reimbursement \$241.45

EMPLOYEE REIMBURSEME - Total For Water Distribution \$388.44

EMPLOYEE REIMBURSEME - ALL DEPARTMENTS \$1,714.64

ENERGY LABORATORIES

ENERGY LABORATORIES	Hogadon - Operations	Monthly Potable water testing	\$53.00
<i>ENERGY LABORATORIES - Total For Hogadon - Operations</i>			<i>\$53.00</i>
ENERGY LABORATORIES	Regional Water Operations	Endospores - Testing	\$333.00
<i>ENERGY LABORATORIES - Total For Regional Water Operations</i>			<i>\$333.00</i>
ENERGY LABORATORIES - ALL DEPARTMENTS			\$386.00

ENERGY LABRATORIES I

ENERGY LABRATORIES I	Water Tanks	524-Purgeable Organics, SDWA testing- Lab T	\$730.00
ENERGY LABRATORIES I	Water Tanks	Bacteria, Public Water Supply testing- Lab Te	\$363.00
ENERGY LABRATORIES I	Water Tanks	Perchlorate testing- Lab Testing	\$431.12
ENERGY LABRATORIES I	Water Tanks	Bacteria, SDWA testing- Lab Testing	\$53.00
ENERGY LABRATORIES I	Water Tanks	Bacteria, SDWA Testing - Lab Testing	\$53.00
ENERGY LABRATORIES I	Water Tanks	Bacteria, Public Water Supply Test - Lab Testi	\$549.00
ENERGY LABRATORIES I	Water Tanks	Bacteria, Public Water Supply Test - Lab Testi	\$561.00
ENERGY LABRATORIES I	Water Tanks	Bacteria, Public Water Supply Test - Lab Testi	\$320.00
ENERGY LABRATORIES I	Water Tanks	Bacteria, Public Water Supply Test - Lab Testi	\$495.00
<i>ENERGY LABRATORIES I - Total For Water Tanks</i>			<i>\$3,555.12</i>
ENERGY LABRATORIES I - ALL DEPARTMENTS			\$3,555.12

ENVIRONMENTAL SYSTEM

ENVIRONMENTAL SYSTEM	Police Career Services	COMPUTERS,COMPUTER PERIPHERAL EQUIP	\$1,640.00
<i>ENVIRONMENTAL SYSTEM - Total For Police Career Services</i>			<i>\$1,640.00</i>
ENVIRONMENTAL SYSTEM - ALL DEPARTMENTS			\$1,640.00

EPIC EGG 102

EPIC EGG 102	City Manager	Food expense during travel	\$138.60
<i>EPIC EGG 102 - Total For City Manager</i>			<i>\$138.60</i>
EPIC EGG 102 - ALL DEPARTMENTS			\$138.60

ESO SOLUTIONS INC

ESO SOLUTIONS INC	Fire-EMS Administration	ER Fire Pkg, Vision Plus w/Google Maps, CAD	\$10,525.95
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ESO SOLUTIONS INC - Total For Fire-EMS Administration \$10,525.95

ESO SOLUTIONS INC - ALL DEPARTMENTS \$10,525.95

EVAWI INTERNATIONAL

EVAWI INTERNATIONAL Police Career Services CIVIC, SOCIAL AND FRATERNAL ASSOCIATION \$695.00

EVAWI INTERNATIONAL Police Career Services CIVIC, SOCIAL AND FRATERNAL ASSOCIATION \$695.00

EVAWI INTERNATIONAL - Total For Police Career Services \$1,390.00

EVAWI INTERNATIONAL - ALL DEPARTMENTS \$1,390.00

EXTREME TRUCK OUTFIT

EXTREME TRUCK OUTFIT Fire-EMS Operations Tonneau Cover \$943.24

EXTREME TRUCK OUTFIT - Total For Fire-EMS Operations \$943.24

EXTREME TRUCK OUTFIT - ALL DEPARTMENTS \$943.24

EXXONMOBIL

EXXONMOBIL Fire-EMS Operations Fuel \$80.29

EXXONMOBIL Fire-EMS Operations Fuel \$52.42

EXXONMOBIL Fire-EMS Operations Fuel \$36.41

EXXONMOBIL Fire-EMS Operations Fuel \$94.51

EXXONMOBIL Fire-EMS Operations Fuel \$41.55

EXXONMOBIL Fire-EMS Operations Fuel \$73.40

EXXONMOBIL Fire-EMS Operations Fuel \$87.73

EXXONMOBIL Fire-EMS Operations Fuel \$48.88

EXXONMOBIL Fire-EMS Operations Fuel \$97.65

EXXONMOBIL Fire-EMS Operations Propane Exchange \$27.29

EXXONMOBIL Fire-EMS Operations Fuel \$88.77

EXXONMOBIL Fire-EMS Operations Fuel \$42.77

EXXONMOBIL Fire-EMS Operations Fuel \$60.40

EXXONMOBIL Fire-EMS Operations Fuel \$53.81

EXXONMOBIL Fire-EMS Operations Fuel \$103.59

EXXONMOBIL - Total For Fire-EMS Operations \$989.47

EXXONMOBIL Metro Animal Shelter AUTOMATED FUEL DISPENSERS fuel for trave \$21.00

EXXONMOBIL - Total For Metro Animal Shelter \$21.00

EXXONMOBIL - ALL DEPARTMENTS \$1,010.47

EZCATERSUBWAY

EZCATERSUBWAY Community Development CATERERS \$158.13

EZCATERSUBWAY - Total For Community Development \$158.13

EZCATERSUBWAY - ALL DEPARTMENTS \$158.13

FACEBK D5QWVJFX52

FACEBK D5QWVJFX52 Police Career Services ADVERTISING SERVICES PIO \$24.99

FACEBK D5QWVJFX52 - Total For Police Career Services \$24.99

FACEBK D5QWVJFX52 - ALL DEPARTMENTS \$24.99

FAST STOP 1132

FAST STOP 1132 Police Investigations AUTOMATED FUEL DISPENSERS \$20.35

FAST STOP 1132 - Total For Police Investigations \$20.35

FAST STOP 1132 - ALL DEPARTMENTS \$20.35

FBI NATIONAL ACADEMY

FBI NATIONAL ACADEMY Police Administration SCHOOLS AND EDUCATIONAL SERVICES NOT \$110.00

FBI NATIONAL ACADEMY - Total For Police Administration \$110.00

FBI NATIONAL ACADEMY Police Career Services SCHOOLS AND EDUCATIONAL SERVICES NOT \$590.00

FBI NATIONAL ACADEMY Police Career Services SCHOOLS AND EDUCATIONAL SERVICES NOT \$590.00

FBI NATIONAL ACADEMY - Total For Police Career Services \$1,180.00

FBI NATIONAL ACADEMY - ALL DEPARTMENTS \$1,290.00

FEDEX 393147442872

FEDEX 393147442872 Fire-EMS Administration Return of tools \$113.20

FEDEX 393147442872 - Total For Fire-EMS Administration \$113.20

FEDEX 393147442872 - ALL DEPARTMENTS \$113.20

FEDEX 393692673667

FEDEX 393692673667	Fire-EMS Operations	Shipment of gear in for repair	\$20.31
<i>FEDEX 393692673667 - Total For Fire-EMS Operations</i>			<i>\$20.31</i>
FEDEX 393692673667 - ALL DEPARTMENTS			\$20.31

FEDEX 86920795

FEDEX 86920795	Police Administration	COURIER SERVICES-AIR OR GROUND,FREIGH	\$27.69
<i>FEDEX 86920795 - Total For Police Administration</i>			<i>\$27.69</i>
FEDEX 86920795 - ALL DEPARTMENTS			\$27.69

FEDEX 86920825

FEDEX 86920825	Police Administration	COURIER SERVICES-AIR OR GROUND,FREIGH	\$3.37
<i>FEDEX 86920825 - Total For Police Administration</i>			<i>\$3.37</i>
FEDEX 86920825 - ALL DEPARTMENTS			\$3.37

FEDEX 940797831257

FEDEX 940797831257	Fire-EMS Administration	Return of tools	\$13.64
<i>FEDEX 940797831257 - Total For Fire-EMS Administration</i>			<i>\$13.64</i>
FEDEX 940797831257 - ALL DEPARTMENTS			\$13.64

FEDEX FREIGHT INC

FEDEX FREIGHT INC	Ice Arena - Operations	Liftgate Charge for Glass	\$65.20
<i>FEDEX FREIGHT INC - Total For Ice Arena - Operations</i>			<i>\$65.20</i>
FEDEX FREIGHT INC - ALL DEPARTMENTS			\$65.20

FERGUSON ENTERPRISES

FERGUSON ENTERPRISES	Buildings & Structures Fund	Plumbing repair supplies for CBC - Ferguson	\$93.26
<i>FERGUSON ENTERPRISES - Total For Buildings & Structures Fund</i>			<i>\$93.26</i>
FERGUSON ENTERPRISES	Regional Water Operations	High Service Utility Closet Drain - Other Mate	\$16.14
<i>FERGUSON ENTERPRISES - Total For Regional Water Operations</i>			<i>\$16.14</i>
FERGUSON ENTERPRISES	Sewer Wastewater Collection North Platte	Lift station piping	\$6,806.00
<i>FERGUSON ENTERPRISES - Total For Sewer Wastewater Collection</i>			<i>\$6,806.00</i>
FERGUSON ENTERPRISES	Water Distribution	PVC Pipe- Water & Sewer Line Material	\$362.32

FERGUSON ENTERPRISES - Total For Water Distribution \$362.32

FERGUSON ENTERPRISES - ALL DEPARTMENTS \$7,277.72

FIRESTATS, LLC.

FIRESTATS, LLC. Fire-EMS Training Full membership to Firestats online learning \$131.40

FIRESTATS, LLC. - Total For Fire-EMS Training \$131.40

FIRESTATS, LLC. - ALL DEPARTMENTS \$131.40

FIRST INTERSTATE BAN

FIRST INTERSTATE BAN Balefill - Disposal & Landfill Investment Fees 12/16/2022 to 01/15/2023 \$883.91

FIRST INTERSTATE BAN - Total For Balefill - Disposal & Landfill \$883.91

FIRST INTERSTATE BAN Capital Projects Fund Investment Fees 12/16/2022 to 01/15/2023 \$3,476.89

FIRST INTERSTATE BAN - Total For Capital Projects Fund \$3,476.89

FIRST INTERSTATE BAN General Fund Revenue Investment Fees 12/16/2022 to 01/15/2023 \$3,075.76

FIRST INTERSTATE BAN - Total For General Fund Revenue \$3,075.76

FIRST INTERSTATE BAN Health Insurance Fund Gift Cards \$404.00

FIRST INTERSTATE BAN Health Insurance Fund Investment Fees 12/16/2022 to 01/15/2023 \$249.21

FIRST INTERSTATE BAN - Total For Health Insurance Fund \$653.21

FIRST INTERSTATE BAN Human Resources Gift cards \$49.00

FIRST INTERSTATE BAN - Total For Human Resources \$49.00

FIRST INTERSTATE BAN Local Assessment District Fun Investment Fees 12/16/2022 to 01/15/2023 \$412.77

FIRST INTERSTATE BAN - Total For Local Assessment District Fund \$412.77

FIRST INTERSTATE BAN Metro Animal Shelter Investment Fees 12/16/2022 to 01/15/2023 \$40.31

FIRST INTERSTATE BAN - Total For Metro Animal Shelter \$40.31

FIRST INTERSTATE BAN Opportunities Fund Investment Fees 12/16/2022 to 01/15/2023 \$493.02

FIRST INTERSTATE BAN - Total For Opportunities Fund \$493.02

FIRST INTERSTATE BAN Parking Fund Investment Fees 12/16/2022 to 01/15/2023 \$10.81

FIRST INTERSTATE BAN - Total For Parking Fund \$10.81

FIRST INTERSTATE BAN Perpetual Care Operations Investment Fees 12/16/2022 to 01/15/2023 \$2,158.61

FIRST INTERSTATE BAN - Total For Perpetual Care Operations \$2,158.61

FIRST INTERSTATE BAN Refuse - Residential Investment Fees 12/16/2022 to 01/15/2023 \$235.55

FIRST INTERSTATE BAN - Total For Refuse - Residential \$235.55

FIRST INTERSTATE BAN Revolving Land Fund Investment Fees 12/16/2022 to 01/15/2023 \$52.67

FIRST INTERSTATE BAN - Total For Revolving Land Fund \$52.67

FIRST INTERSTATE BAN	River Fund	Investment Fees 12/16/2022 to 01/15/2023	\$7.46
<i>FIRST INTERSTATE BAN - Total For River Fund</i>			\$7.46
FIRST INTERSTATE BAN	Sewer Administration	Investment Fees 12/16/2022 to 01/15/2023	\$467.85
<i>FIRST INTERSTATE BAN - Total For Sewer Administration</i>			\$467.85
FIRST INTERSTATE BAN	Water Administration	Investment Fees 12/16/2022 to 01/15/2023	\$1,358.11
<i>FIRST INTERSTATE BAN - Total For Water Administration</i>			\$1,358.11
FIRST INTERSTATE BAN	Weed & Pest Fund	Investment Fees 12/16/2022 to 01/15/2023	\$58.44
<i>FIRST INTERSTATE BAN - Total For Weed & Pest Fund</i>			\$58.44
FIRST INTERSTATE BAN	WWTP Operations	Investment Fees 12/16/2022 to 01/15/2023	\$858.74
<i>FIRST INTERSTATE BAN - Total For WWTP Operations</i>			\$858.74
FIRST INTERSTATE BAN - ALL DEPARTMENTS			\$14,293.11

FOXSTER OPCO, LLC

FOXSTER OPCO, LLC	Public Transit - CARES Act	TripMaster Equipment	\$1,110.00
<i>FOXSTER OPCO, LLC - Total For Public Transit - CARES Act</i>			\$1,110.00
FOXSTER OPCO, LLC - ALL DEPARTMENTS			\$1,110.00

GALLS, INC.

GALLS, INC.	Metro Animal Control	Uniform supplies	\$107.07
GALLS, INC.	Metro Animal Control	Uniform supplies	\$418.99
<i>GALLS, INC. - Total For Metro Animal Control</i>			\$526.06
GALLS, INC.	Police Career Services	Uniform supplies	\$94.46
GALLS, INC.	Police Career Services	Uniform supplies	\$307.80
GALLS, INC.	Police Career Services	Uniform supplies	\$135.00
GALLS, INC.	Police Career Services	Uniform supplies	\$269.88
GALLS, INC.	Police Career Services	Uniform supplies	\$188.96
GALLS, INC.	Police Career Services	Uniform supplies	\$25.92
GALLS, INC.	Police Career Services	Uniform supplies	\$205.20
GALLS, INC.	Police Career Services	Uniform supplies	\$80.40
GALLS, INC.	Police Career Services	Uniform supplies	\$561.60
GALLS, INC.	Police Career Services	Uniform supplies	\$144.00
GALLS, INC.	Police Career Services	Uniform supplies	\$113.40
GALLS, INC.	Police Career Services	Uniform supplies	\$135.10
GALLS, INC.	Police Career Services	Uniform supplies	\$140.40

GALLS, INC.	Police Career Services	Uniform supplies	\$242.96
<i>GALLS, INC. - Total For Police Career Services</i>			<i>\$2,645.08</i>
GALLS, INC. - ALL DEPARTMENTS			\$3,171.14

G-C BUILDING SUPPLY

G-C BUILDING SUPPLY	Balefill - Disposal & Landfill	Transmitter FOR EQUIP BLDG GARAGE DOOR	\$284.90
G-C BUILDING SUPPLY	Balefill - Disposal & Landfill	WORK ON GARAGE DOOR IN EQUIPT BLDG	\$1,149.63
<i>G-C BUILDING SUPPLY - Total For Balefill - Disposal & Landfill</i>			<i>\$1,434.53</i>
G-C BUILDING SUPPLY	Refuse - Recycling	Recode Logic Board & Transmitters-MRF Gar	\$165.00
<i>G-C BUILDING SUPPLY - Total For Refuse - Recycling</i>			<i>\$165.00</i>
G-C BUILDING SUPPLY - ALL DEPARTMENTS			\$1,599.53

GEORGE T SANDERS

GEORGE T SANDERS	Buildings & Structures Fund	Repair supplies for Aquatics Center - George	\$791.84
GEORGE T SANDERS	Buildings & Structures Fund	Repair supplies for Wash Bay at Service Cent	\$228.02
<i>GEORGE T SANDERS - Total For Buildings & Structures Fund</i>			<i>\$1,019.86</i>
GEORGE T SANDERS - ALL DEPARTMENTS			\$1,019.86

GRAINGER, INC.

GRAINGER, INC.	Buildings & Structures Fund	HVAC Repair supplies for City Hall - Grainger	\$43.04
GRAINGER, INC.	Buildings & Structures Fund	Electric heater coil re-string kits	\$33.57
<i>GRAINGER, INC. - Total For Buildings & Structures Fund</i>			<i>\$76.61</i>
GRAINGER, INC.	Refuse - Recycling	Push broom, extension cord & shop paper to	\$372.52
GRAINGER, INC.	Refuse - Recycling	GENERAL TOOLS FOR MRF	\$667.31
<i>GRAINGER, INC. - Total For Refuse - Recycling</i>			<i>\$1,039.83</i>
GRAINGER, INC.	RWS - Booster Stations	Valve for Airport Booster - RETURNED - Credi	(\$580.55)
<i>GRAINGER, INC. - Total For RWS - Booster Stations</i>			<i>(\$580.55)</i>
GRAINGER, INC.	Water Tanks	Sun II Pump Valves O-Rings Booster Station S	\$5.86
<i>GRAINGER, INC. - Total For Water Tanks</i>			<i>\$5.86</i>
GRAINGER, INC. - ALL DEPARTMENTS			\$541.75

GREAT HARVEST BREAD

GREAT HARVEST BREAD	Human Resources	4 donuts for Celebration with Carter	\$5.20
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<i>GREAT HARVEST BREAD - Total For Human Resources</i>				\$5.20
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GREAT HARVEST BREAD - ALL DEPARTMENTS				\$5.20
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GREINER MOTOR CO - C

GREINER MOTOR CO - C	Fleet Maintenance Fund	101218 Vehicle service		\$64.54
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<i>GREINER MOTOR CO - C - Total For Fleet Maintenance Fund</i>				\$64.54
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GREINER MOTOR CO - C - ALL DEPARTMENTS				\$64.54
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GSG ARCHITECTURE

GSG ARCHITECTURE	Capital Projects Fund	Design and CA of CFAC Natatori		\$29,290.82
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<i>GSG ARCHITECTURE - Total For Capital Projects Fund</i>				\$29,290.82
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GSG ARCHITECTURE - ALL DEPARTMENTS				\$29,290.82
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GUS GLOBALSTAR USA

GUS GLOBALSTAR USA	Public Safety Communication	TELECOMMUNICATION SERV.INCLUD. LOCAL		\$218.53
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<i>GUS GLOBALSTAR USA - Total For Public Safety Communications</i>				\$218.53
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GUS GLOBALSTAR USA - ALL DEPARTMENTS				\$218.53
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HACH CO., CORP.

HACH CO., CORP.	WWTP Operations	sc4500 Controller		\$3,171.40
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HACH CO., CORP.	WWTP Operations	sc4500 Controller		\$3,056.00
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<i>HACH CO., CORP. - Total For WWTP Operations</i>				\$6,227.40
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HACH CO., CORP. - ALL DEPARTMENTS				\$6,227.40
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HAID'S PLUMBING & HE

HAID'S PLUMBING & HE	Buildings & Structures Fund	Plumbing services		\$270.00
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<i>HAID'S PLUMBING & HE - Total For Buildings & Structures Fund</i>				\$270.00
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HAID'S PLUMBING & HE - ALL DEPARTMENTS				\$270.00
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HARBOR FREIGHT TOOLS

HARBOR FREIGHT TOOLS	Water Distribution	Tools for 660273 Vehicle Supplies		\$46.97
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HARBOR FREIGHT TOOLS - Total For Water Distribution \$46.97

HARBOR FREIGHT TOOLS - ALL DEPARTMENTS \$46.97

HARDWARE PARTNERS LL

HARDWARE PARTNERS LL Buildings & Structures Fund HARDWARE STORES \$43.08

HARDWARE PARTNERS LL Buildings & Structures Fund Rec Center repair supplies - CY Ace \$19.08

HARDWARE PARTNERS LL - Total For Buildings & Structures Fund \$62.16

HARDWARE PARTNERS LL Fire-EMS Operations Light bulbs \$11.99

HARDWARE PARTNERS LL - Total For Fire-EMS Operations \$11.99

HARDWARE PARTNERS LL Hogadon - Operations HARDWARE STORES \$106.54

HARDWARE PARTNERS LL - Total For Hogadon - Operations \$106.54

HARDWARE PARTNERS LL Parks - Urban Forestry soil \$37.98

HARDWARE PARTNERS LL - Total For Parks - Urban Forestry \$37.98

HARDWARE PARTNERS LL Regional Water Operations Bushings for Well Plumbing on Casper 21 - C \$18.36

HARDWARE PARTNERS LL - Total For Regional Water Operations \$18.36

HARDWARE PARTNERS LL Weed & Pest Fund Cleaning Supplies \$21.98

HARDWARE PARTNERS LL - Total For Weed & Pest Fund \$21.98

HARDWARE PARTNERS LL - ALL DEPARTMENTS \$259.01

HAWKINS, INC.

HAWKINS, INC. Aquatics - Operations Chlorine, Acid \$1,237.65

HAWKINS, INC. - Total For Aquatics - Operations \$1,237.65

HAWKINS, INC. - ALL DEPARTMENTS \$1,237.65

HENSLEY BATTERY CASP

HENSLEY BATTERY CASP WWTP Operations Battery \$21.82

HENSLEY BATTERY CASP - Total For WWTP Operations \$21.82

HENSLEY BATTERY CASP - ALL DEPARTMENTS \$21.82

HILTON HOTELS

HILTON HOTELS Police Career Services HILTON training Broneck \$332.22

HILTON HOTELS - Total For Police Career Services \$332.22

HILTON HOTELS - ALL DEPARTMENTS \$332.22

HILTON HOTELS CHICAG

HILTON HOTELS CHICAG Police Career Services HILTON conference Fritzler \$253.58

HILTON HOTELS CHICAG - Total For Police Career Services \$253.58

HILTON HOTELS CHICAG - ALL DEPARTMENTS \$253.58

HOBBY-LOBBY #0233

HOBBY-LOBBY #0233 Ft. Caspar Museum Traveling exhibit supplies \$157.86

HOBBY-LOBBY #0233 - Total For Ft. Caspar Museum \$157.86

HOBBY-LOBBY #0233 - ALL DEPARTMENTS \$157.86

HOMAX OIL SALES, INC

HOMAX OIL SALES, INC Balefill - Disposal & Landfill TEN (10) DIESEL FUEL SHIPMENTS \$29,302.07

HOMAX OIL SALES, INC - Total For Balefill - Disposal & Landfill \$29,302.07

HOMAX OIL SALES, INC Fleet Maintenance Fund Fuel \$349.51

HOMAX OIL SALES, INC Fleet Maintenance Fund 9250 GAL DIESEL FUEL W/WINTER ADDITIVE \$36,487.97

HOMAX OIL SALES, INC Fleet Maintenance Fund Blue DEF \$1,610.00

HOMAX OIL SALES, INC Fleet Maintenance Fund Clear & Winter Diesel Fuel & Ecoclean Power \$30,965.34

HOMAX OIL SALES, INC Fleet Maintenance Fund Clear & Winter Diesel Fuel / Ecoclean Power \$25,210.98

HOMAX OIL SALES, INC Fleet Maintenance Fund Diesel Fuel/Winter Diesel Fuel/Ecoclean Pow \$35,203.59

HOMAX OIL SALES, INC Fleet Maintenance Fund Unleaded fuel \$26,236.73

HOMAX OIL SALES, INC - Total For Fleet Maintenance Fund \$156,064.12

HOMAX OIL SALES, INC Water Distribution Fuel \$5,937.96

HOMAX OIL SALES, INC - Total For Water Distribution \$5,937.96

HOMAX OIL SALES, INC - ALL DEPARTMENTS \$191,304.15

HOMEDEPOT.COM

HOMEDEPOT.COM Fleet Maintenance Fund 121280 ENGINE \$395.41

HOMEDEPOT.COM - Total For Fleet Maintenance Fund \$395.41

HOMEDEPOT.COM - ALL DEPARTMENTS \$395.41

HOTSY EQUIPMENT OF W

HOTSY EQUIPMENT OF W	Refuse - Residential	WASHER WAND TRUCK BARN	\$186.00
<i>HOTSY EQUIPMENT OF W - Total For Refuse - Residential</i>			<i>\$186.00</i>
HOTSY EQUIPMENT OF W - ALL DEPARTMENTS			\$186.00

HOWIES HOCKEY INC

HOWIES HOCKEY INC	Ice Arena - Concessions	Pro Shop Supplies - Tape / Wax Restocking	\$297.47
<i>HOWIES HOCKEY INC - Total For Ice Arena - Concessions</i>			<i>\$297.47</i>
HOWIES HOCKEY INC - ALL DEPARTMENTS			\$297.47

IACP

IACP	Police Administration	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$240.00
<i>IACP - Total For Police Administration</i>			<i>\$240.00</i>
IACP	Police Career Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$75.00
IACP	Police Career Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$190.00
IACP	Police Career Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$190.00
IACP	Police Career Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$600.00
IACP	Police Career Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$600.00
IACP	Police Career Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$600.00
<i>IACP - Total For Police Career Services</i>			<i>\$2,255.00</i>
IACP - ALL DEPARTMENTS			\$2,495.00

INTERMOUNTAIN MOTOR

INTERMOUNTAIN MOTOR	Buildings & Structures Fund	Repair supplies for Aquatics Center - Intermo	\$1,300.00
<i>INTERMOUNTAIN MOTOR - Total For Buildings & Structures Fund</i>			<i>\$1,300.00</i>
INTERMOUNTAIN MOTOR - ALL DEPARTMENTS			\$1,300.00

INTERNATIONAL ASSOCI

INTERNATIONAL ASSOCI	Fire-EMS Training	Annual membership for all BCs, DCs, and Chi	\$1,720.00
<i>INTERNATIONAL ASSOCI - Total For Fire-EMS Training</i>			<i>\$1,720.00</i>
INTERNATIONAL ASSOCI - ALL DEPARTMENTS			\$1,720.00

INTUIT, INC.

INTUIT, INC.	Aquatics - Operations	Stanchion for Mike Sedar	\$1,398.99
<i>INTUIT, INC. - Total For Aquatics - Operations</i>			<i>\$1,398.99</i>
INTUIT, INC.	Capital Projects Fund	Electrical Work CRC FIT Room Project	\$2,801.25
<i>INTUIT, INC. - Total For Capital Projects Fund</i>			<i>\$2,801.25</i>
INTUIT, INC.	City Manager	Membership dues cn	\$253.50
<i>INTUIT, INC. - Total For City Manager</i>			<i>\$253.50</i>
INTUIT, INC.	Fire-EMS Training	Johnson, Roberts, & Associates - Physh Eval	\$122.50
INTUIT, INC.	Fire-EMS Training	Psych Evaluations	\$35.00
INTUIT, INC.	Fire-EMS Training	Johnson, Roberts and Associates - Psych Eval	\$35.00
INTUIT, INC.	Fire-EMS Training	Psych Evaluations	\$52.50
<i>INTUIT, INC. - Total For Fire-EMS Training</i>			<i>\$245.00</i>
INTUIT, INC.	Golf - Operations	60 gallons Garys Green Ultra, 15 gallons Micr	\$3,672.90
<i>INTUIT, INC. - Total For Golf - Operations</i>			<i>\$3,672.90</i>
INTUIT, INC.	Police Administration	ELECTRICAL CONTRACTORS line for a new pri	\$190.00
<i>INTUIT, INC. - Total For Police Administration</i>			<i>\$190.00</i>
INTUIT, INC.	Police Career Services	MISCELLANEOUS PERSONAL SERVICES trainin	\$615.82
<i>INTUIT, INC. - Total For Police Career Services</i>			<i>\$615.82</i>
INTUIT, INC.	Refuse - Residential	BOLTS FOR TRK#2284	\$3.50
<i>INTUIT, INC. - Total For Refuse - Residential</i>			<i>\$3.50</i>
INTUIT, INC.	Water Distribution	Hydrant Bolts Water & Sewer Line Materials	\$98.16
<i>INTUIT, INC. - Total For Water Distribution</i>			<i>\$98.16</i>
INTUIT, INC. - ALL DEPARTMENTS			\$9,279.12

J.P. COOKE

J.P. COOKE	Metro Animal Shelter	STATIONERY,OFFICE SUPPLIES,PRINTING AN	\$460.75
<i>J.P. COOKE - Total For Metro Animal Shelter</i>			<i>\$460.75</i>
J.P. COOKE - ALL DEPARTMENTS			\$460.75

JACOBS ENGINEERING G

JACOBS ENGINEERING G	WWTP Operations	North Platte Sanitary Sewer Re	\$70,044.35
<i>JACOBS ENGINEERING G - Total For WWTP Operations</i>			<i>\$70,044.35</i>

JACOBS ENGINEERING G - ALL DEPARTMENTS

\$70,044.35

JDC INVESTIGATIONS L

JDC INVESTIGATIONS L	Fire-EMS Training	Background check for new hire/s	\$1,400.00
JDC INVESTIGATIONS L	Fire-EMS Training	Background check for new hire	\$700.00
JDC INVESTIGATIONS L	Fire-EMS Training	Background check for new hire	\$700.00
JDC INVESTIGATIONS L	Fire-EMS Training	New Hire Background Check	\$700.00

<i>JDC INVESTIGATIONS L - Total For Fire-EMS Training</i>			\$3,500.00
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JDC INVESTIGATIONS L - ALL DEPARTMENTS

\$3,500.00

JIMMY JOHNS -

JIMMY JOHNS -	Police Administration	FAST FOOD RESTAURANTS lunch interview p	\$104.99
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<i>JIMMY JOHNS - - Total For Police Administration</i>			\$104.99
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JIMMY JOHNS - - ALL DEPARTMENTS

\$104.99

JKC ENGINEERING

JKC ENGINEERING	Balefill - Disposal & Landfill	Miscellaneous Item	\$3,476.00
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<i>JKC ENGINEERING - Total For Balefill - Disposal & Landfill</i>			\$3,476.00
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JKC ENGINEERING - ALL DEPARTMENTS

\$3,476.00

JOANN STORES

JOANN STORES	Ft. Caspar Museum	Fabric for temporary exhibit cases	\$68.03
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<i>JOANN STORES - Total For Ft. Caspar Museum</i>			\$68.03
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JOANN STORES - ALL DEPARTMENTS

\$68.03

KAPPERS FABRICATING,

KAPPERS FABRICATING,	Regional Water Operations	Cutting Edges for Plow on Bobcat - Vehicle S	\$147.95
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<i>KAPPERS FABRICATING, - Total For Regional Water Operations</i>			\$147.95
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KAPPERS FABRICATING, - ALL DEPARTMENTS

\$147.95

KIRK KEY INTERLOCK C

KIRK KEY INTERLOCK C	Balefill - Baler Processing	BALER SAFETY LOCK	\$1,559.88
<i>KIRK KEY INTERLOCK C - Total For Balefill - Baler Processing</i>			<i>\$1,559.88</i>
KIRK KEY INTERLOCK C - ALL DEPARTMENTS			\$1,559.88

LAWSON PRODUCTS INC

LAWSON PRODUCTS INC	Fleet Maintenance Fund	PARTS WASHER Monthly rental	\$375.00
LAWSON PRODUCTS INC	Fleet Maintenance Fund	PARTS WASHER Monthly rental	\$525.00
<i>LAWSON PRODUCTS INC - Total For Fleet Maintenance Fund</i>			<i>\$900.00</i>
LAWSON PRODUCTS INC - ALL DEPARTMENTS			\$900.00

LISA M HUBBARD

LISA M HUBBARD	Police Administration	Consultant Services - 12/01/22 to 1/31/23	\$600.00
<i>LISA M HUBBARD - Total For Police Administration</i>			<i>\$600.00</i>
LISA M HUBBARD - ALL DEPARTMENTS			\$600.00

LISA'S SPIC N SPAN

LISA'S SPIC N SPAN	Balefill - Disposal & Landfill	Janitorial Service	\$180.00
<i>LISA'S SPIC N SPAN - Total For Balefill - Disposal & Landfill</i>			<i>\$180.00</i>
LISA'S SPIC N SPAN - ALL DEPARTMENTS			\$180.00

LOAF N JUG #0106

LOAF N JUG #0106	Fire-EMS Operations	Fuel	\$8.67
LOAF N JUG #0106	Fire-EMS Operations	Fuel	\$27.00
LOAF N JUG #0106	Fire-EMS Operations	Propane for Station 2	\$47.98
<i>LOAF N JUG #0106 - Total For Fire-EMS Operations</i>			<i>\$83.65</i>
LOAF N JUG #0106 - ALL DEPARTMENTS			\$83.65

LOAF N JUG #0119

LOAF N JUG #0119	Police Investigations	AUTOMATED FUEL DISPENSERS	\$42.45
<i>LOAF N JUG #0119 - Total For Police Investigations</i>			<i>\$42.45</i>
LOAF N JUG #0119 - ALL DEPARTMENTS			\$42.45

LOBBYTV

LOBBYTV	Police Investigations	COMPUTER SOFTWARE STORES	\$180.00
<i>LOBBYTV - Total For Police Investigations</i>			\$180.00
LOBBYTV - ALL DEPARTMENTS			\$180.00

LONG BUILDING TECHNO

LONG BUILDING TECHNO	Balefill - Diversion & Special	Heating repairs	\$3,642.90
LONG BUILDING TECHNO	Balefill - Diversion & Special	Original invoice #SRVCE0135769	(\$2,937.90)
<i>LONG BUILDING TECHNO - Total For Balefill - Diversion & Special</i>			\$705.00
LONG BUILDING TECHNO	Regional Water Operations	N. Chem Air Handler - HVAC Services (Maint.	\$585.00
<i>LONG BUILDING TECHNO - Total For Regional Water Operations</i>			\$585.00
LONG BUILDING TECHNO - ALL DEPARTMENTS			\$1,290.00

LONG REIMER WINEGAR

LONG REIMER WINEGAR	Property Insurance Fund	Legal Fees	\$412.50
<i>LONG REIMER WINEGAR - Total For Property Insurance Fund</i>			\$412.50
LONG REIMER WINEGAR - ALL DEPARTMENTS			\$412.50

MAD TRANSPORT&TOWING

MAD TRANSPORT&TOWING	Risk Management	TRANSPORTATION SERVICES TO DENVER FO	\$3,000.00
<i>MAD TRANSPORT&TOWING - Total For Risk Management</i>			\$3,000.00
MAD TRANSPORT&TOWING - ALL DEPARTMENTS			\$3,000.00

MENARDS CASPER WY

MENARDS CASPER WY	Balefill - Baler Processing	TOTES FOR BALER PARTS	\$233.22
<i>MENARDS CASPER WY - Total For Balefill - Baler Processing</i>			\$233.22
MENARDS CASPER WY	Balefill - Diversion & Special	BASKETS FOR PROCESSING BLDG ORGANIZO	\$16.47
MENARDS CASPER WY	Balefill - Diversion & Special	TOOL HOLDERS FOR BROOMS/ BASKETS FOR	\$57.48
<i>MENARDS CASPER WY - Total For Balefill - Diversion & Special</i>			\$73.95
MENARDS CASPER WY	Buildings & Structures Fund	Rec Center Repair Supplies - Menards	\$101.91
<i>MENARDS CASPER WY - Total For Buildings & Structures Fund</i>			\$101.91
MENARDS CASPER WY	Fire-EMS Operations	Station Supplies	\$64.85

<i>MENARDS CASPER WY - Total For Fire-EMS Operations</i>			<i>\$64.85</i>
MENARDS CASPER WY	Refuse - Residential	OTHER MATERIALS AND SUPPLIES	\$117.29
<i>MENARDS CASPER WY - Total For Refuse - Residential</i>			<i>\$117.29</i>
MENARDS CASPER WY - ALL DEPARTMENTS			\$591.22

MERBACK AWARDS CO

MERBACK AWARDS CO	Fire-EMS Operations	ID Badge Replacement	\$35.50
MERBACK AWARDS CO	Fire-EMS Operations	Name plate for BC Door	\$21.70
<i>MERBACK AWARDS CO - Total For Fire-EMS Operations</i>			<i>\$57.20</i>
MERBACK AWARDS CO - ALL DEPARTMENTS			\$57.20

METTA TECHNOLOGIES I

METTA TECHNOLOGIES I	Engineering	Return of Financial Security - Project #19-062	\$4,259.60
<i>METTA TECHNOLOGIES I - Total For Engineering</i>			<i>\$4,259.60</i>
METTA TECHNOLOGIES I - ALL DEPARTMENTS			\$4,259.60

MICHAELS FENCE & SUP

MICHAELS FENCE & SUP	Fleet Maintenance Fund	Gate repair service call	\$75.00
<i>MICHAELS FENCE & SUP - Total For Fleet Maintenance Fund</i>			<i>\$75.00</i>
MICHAELS FENCE & SUP - ALL DEPARTMENTS			\$75.00

MIDLAND SCIENTIFIC

MIDLAND SCIENTIFIC	WWTP Operations	LAB Supplies	\$69.12
<i>MIDLAND SCIENTIFIC - Total For WWTP Operations</i>			<i>\$69.12</i>
MIDLAND SCIENTIFIC - ALL DEPARTMENTS			\$69.12

MODERN ELECTRIC CORP

MODERN ELECTRIC CORP	Balefill - Disposal & Landfill	Solid Waste CRL Electrical Ser	\$245,128.50
<i>MODERN ELECTRIC CORP - Total For Balefill - Disposal & Landfill</i>			<i>\$245,128.50</i>
MODERN ELECTRIC CORP	WWTP Operations	Move equipment to above ground	\$19,605.00
<i>MODERN ELECTRIC CORP - Total For WWTP Operations</i>			<i>\$19,605.00</i>

MODERN ELECTRIC CORP - ALL DEPARTMENTS

\$264,733.50

MONNIT CORPORATION

MONNIT CORPORATION	Information Services	HARDWARE EQUIPMENT AND SUPPLIES	\$45.00
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<i>MONNIT CORPORATION - Total For Information Services</i>			\$45.00
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MONNIT CORPORATION - ALL DEPARTMENTS

\$45.00

MORRISON-MAIERLE, IN

MORRISON-MAIERLE, IN	Capital Projects Fund	Concrete Standard Specificatio	\$1,467.32
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<i>MORRISON-MAIERLE, IN - Total For Capital Projects Fund</i>			\$1,467.32
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MORRISON-MAIERLE, IN - ALL DEPARTMENTS

\$1,467.32

MOTION AND FLOW CONT

MOTION AND FLOW CONT	Balefill - Baler Processing	Door guide CYL FOR BALER BLDG	\$2,223.84
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MOTION AND FLOW CONT	Balefill - Baler Processing	S/9 RELIEF VALVE FOR BALER BLDG	\$386.37
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<i>MOTION AND FLOW CONT - Total For Balefill - Baler Processing</i>			\$2,610.21
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MOTION AND FLOW CONT - ALL DEPARTMENTS

\$2,610.21

MOTION INDUSTRIES

MOTION INDUSTRIES	Balefill - Baler Processing	BALER VALVES	\$2,256.17
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<i>MOTION INDUSTRIES - Total For Balefill - Baler Processing</i>			\$2,256.17
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MOTION INDUSTRIES	WWTP Operations	Bearings	\$647.27
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<i>MOTION INDUSTRIES - Total For WWTP Operations</i>			\$647.27
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MOTION INDUSTRIES - ALL DEPARTMENTS

\$2,903.44

MOTOROLA SOLUTIONS

MOTOROLA SOLUTIONS	Public Safety Communication	Network Monitoring/Plus Pkg/Microwave Sr	\$9,457.67
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<i>MOTOROLA SOLUTIONS - Total For Public Safety Communications</i>			\$9,457.67
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MOTOROLA SOLUTIONS	Refuse - Residential	PROGRAM 2WAY RADIO TRK#2308 PARKS RE	\$157.14
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MOTOROLA SOLUTIONS	Refuse - Residential	PROGRAM 2WAY RADIO TRK#2313 RESIDEN	\$157.14
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MOTOROLA SOLUTIONS	Refuse - Residential	PROGRAM 2WAY RADIO TRK#2312 RESIDEN	\$157.14
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<i>MOTOROLA SOLUTIONS - Total For Refuse - Residential</i>			\$471.42
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MOTOROLA SOLUTIONS - ALL DEPARTMENTS

\$9,929.09

MOUNTAIN ALARM FIRE

MOUNTAIN ALARM FIRE	Balefill - Disposal & Landfill	Radio service / radio usage	\$30.00
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<i>MOUNTAIN ALARM FIRE - Total For Balefill - Disposal & Landfill</i>			<i>\$30.00</i>
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MOUNTAIN ALARM FIRE - ALL DEPARTMENTS

\$30.00

MOUNTAIN SPORTS

MOUNTAIN SPORTS	Fire-EMS Operations	Duffel bag for PPE	\$198.50
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<i>MOUNTAIN SPORTS - Total For Fire-EMS Operations</i>			<i>\$198.50</i>
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MOUNTAIN SPORTS - ALL DEPARTMENTS

\$198.50

MOUNTAIN STATE EMPLO

MOUNTAIN STATE EMPLO	Customer Service	Employers Council - Leadership Essentials Tr	\$595.00
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<i>MOUNTAIN STATE EMPLO - Total For Customer Service</i>			<i>\$595.00</i>
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MOUNTAIN STATE EMPLO	Finance	Employers Council - Leadership Essentials Tr	\$595.00
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<i>MOUNTAIN STATE EMPLO - Total For Finance</i>			<i>\$595.00</i>
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MOUNTAIN STATE EMPLO	Municipal Court	Employers Council - Leadership Essentials Tr	\$595.00
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<i>MOUNTAIN STATE EMPLO - Total For Municipal Court</i>			<i>\$595.00</i>
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MOUNTAIN STATE EMPLO	Risk Management	Employers Council - Leadership Essentials Tr	\$595.00
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<i>MOUNTAIN STATE EMPLO - Total For Risk Management</i>			<i>\$595.00</i>
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MOUNTAIN STATE EMPLO - ALL DEPARTMENTS

\$2,380.00

MOUNTAIN STATES

MOUNTAIN STATES	Police Administration	Printing service - business cards	\$205.51
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<i>MOUNTAIN STATES - Total For Police Administration</i>			<i>\$205.51</i>
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MOUNTAIN STATES - ALL DEPARTMENTS

\$205.51

MOUNTAIN WEST TECHNO

MOUNTAIN WEST TECHNO	Aquatics- Marion Kreiner Ope Acct #12213		\$5.00
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<i>MOUNTAIN WEST TECHNO - Total For Aquatics- Marion Kreiner Oper.</i>			<i>\$5.00</i>
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MOUNTAIN WEST TECHNO	Aquatics- Mike Sedar Oper. Acct #12214		\$5.00
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<i>MOUNTAIN WEST TECHNO - Total For Aquatics- Mike Sedar Oper.</i>			<i>\$5.00</i>
MOUNTAIN WEST TECHNO	Aquatics- Paradise Valley Ope	Acct #12211	\$5.00
<i>MOUNTAIN WEST TECHNO - Total For Aquatics- Paradise Valley Oper</i>			<i>\$5.00</i>
MOUNTAIN WEST TECHNO	Aquatics- Washington Oper	Acct #12212	\$5.00
<i>MOUNTAIN WEST TECHNO - Total For Aquatics- Washington Oper</i>			<i>\$5.00</i>
MOUNTAIN WEST TECHNO	Buildings & Structures Fund	Acct #20778	\$79.37
MOUNTAIN WEST TECHNO	Buildings & Structures Fund	Acct #20778	\$79.37
MOUNTAIN WEST TECHNO	Buildings & Structures Fund	Acct #13502	\$49.95
<i>MOUNTAIN WEST TECHNO - Total For Buildings & Structures Fund</i>			<i>\$208.69</i>
MOUNTAIN WEST TECHNO	Hogadon - Operations	Guest Internet	\$49.95
<i>MOUNTAIN WEST TECHNO - Total For Hogadon - Operations</i>			<i>\$49.95</i>
MOUNTAIN WEST TECHNO	Information Services	Acct #13922	\$450.00
<i>MOUNTAIN WEST TECHNO - Total For Information Services</i>			<i>\$450.00</i>
MOUNTAIN WEST TECHNO	Public Safety Communication	Acct #12000	\$10,500.00
<i>MOUNTAIN WEST TECHNO - Total For Public Safety Communications</i>			<i>\$10,500.00</i>
MOUNTAIN WEST TECHNO - ALL DEPARTMENTS			\$11,228.64

MTECH INC

MTECH INC	Capital Projects Fund	Medical Insert Patrol UTV	\$1,100.00
<i>MTECH INC - Total For Capital Projects Fund</i>			<i>\$1,100.00</i>
MTECH INC - ALL DEPARTMENTS			\$1,100.00

MURDOCH'S RANCH&HOME

MURDOCH'S RANCH&HOM	Hogadon - Operations	MISCELLANEOUS AND RETAIL STORES	\$57.62
<i>MURDOCH'S RANCH&HOME - Total For Hogadon - Operations</i>			<i>\$57.62</i>
MURDOCH'S RANCH&HOME - ALL DEPARTMENTS			\$57.62

NAPA AUTO PARTS CORP

NAPA AUTO PARTS CORP	Refuse - Commercial	Tool box/ cabinet/tools for truck barn	\$848.00
<i>NAPA AUTO PARTS CORP - Total For Refuse - Commercial</i>			<i>\$848.00</i>
NAPA AUTO PARTS CORP	WWTP Operations	AUTOMOTIVE PARTS	\$74.95
<i>NAPA AUTO PARTS CORP - Total For WWTP Operations</i>			<i>\$74.95</i>

NAPA AUTO PARTS CORP - ALL DEPARTMENTS

\$922.95

NATRONA COUNTY OFFIC

NATRONA COUNTY OFFIC	Police State Grants	Equitable Sharing - DCI #2021-1554	\$51.60
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<i>NATRONA COUNTY OFFIC - Total For Police State Grants</i>			\$51.60
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NATRONA COUNTY OFFIC	Social Community Services	50% cost of rewiring backup generator	\$220.00
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<i>NATRONA COUNTY OFFIC - Total For Social Community Services</i>			\$220.00
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NATRONA COUNTY OFFIC - ALL DEPARTMENTS

\$271.60

NCL OF WISCONSIN INC

NCL OF WISCONSIN INC	WWTP Operations	LAB Supplies	\$34.61
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<i>NCL OF WISCONSIN INC - Total For WWTP Operations</i>			\$34.61
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NCL OF WISCONSIN INC - ALL DEPARTMENTS

\$34.61

NORCO, INC.

NORCO, INC.	Balefill - Disposal & Landfill	Squeegees for mop handles	\$82.18
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NORCO, INC.	Balefill - Disposal & Landfill	microfiber mops for cleaning floors	\$62.15
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NORCO, INC.	Balefill - Disposal & Landfill	DUST MOP HEADS	\$87.01
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NORCO, INC.	Balefill - Disposal & Landfill	24" DUST MOP HEADS	\$55.64
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NORCO, INC.	Balefill - Disposal & Landfill	QWIK CONNECT MOP HANDLES	\$36.46
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<i>NORCO, INC. - Total For Balefill - Disposal & Landfill</i>			\$323.44
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NORCO, INC.	Buildings & Structures Fund	Garbage bags, bathroom tissue, paper towel	\$687.42
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NORCO, INC.	Buildings & Structures Fund	Lodge paper Products	\$342.91
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<i>NORCO, INC. - Total For Buildings & Structures Fund</i>			\$1,030.33
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NORCO, INC.	Cemetery	Cemetery Supplies	\$104.10
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<i>NORCO, INC. - Total For Cemetery</i>			\$104.10
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NORCO, INC.	Fire-EMS Operations	Torch Repair	\$138.46
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<i>NORCO, INC. - Total For Fire-EMS Operations</i>			\$138.46
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NORCO, INC.	Fleet Maintenance Fund	Cylinder Rental	\$156.24
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<i>NORCO, INC. - Total For Fleet Maintenance Fund</i>			\$156.24
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NORCO, INC.	Metro Animal Shelter	Disinfectant bleach, latex gloves & dish soap	\$459.53
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<i>NORCO, INC. - Total For Metro Animal Shelter</i>			\$459.53
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NORCO, INC.	Parks - Parks Maint.	TP North Casper Clubhouse	\$104.10
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<i>NORCO, INC. - Total For Parks - Parks Maint.</i>			<i>\$104.10</i>
NORCO, INC. - ALL DEPARTMENTS			\$2,316.20

NORTH POINT TECHNOLO

NORTH POINT TECHNOLO	Buildings & Structures Fund	PLC and HMI Support	\$600.00
<i>NORTH POINT TECHNOLO - Total For Buildings & Structures Fund</i>			<i>\$600.00</i>
NORTH POINT TECHNOLO - ALL DEPARTMENTS			\$600.00

NORTHWEST CONTRACTOR

NORTHWEST CONTRACTOR	Refuse - Residential	SUPPLIES, RIVET GUN KIT, IMPACT SOCKET	\$594.02
NORTHWEST CONTRACTOR	Refuse - Residential	SALES TAX CREDIT	(\$28.29)
<i>NORTHWEST CONTRACTOR - Total For Refuse - Residential</i>			<i>\$565.73</i>
NORTHWEST CONTRACTOR - ALL DEPARTMENTS			\$565.73

NU CPS REGISTRATION

NU CPS REGISTRATION	Police Career Services	COLLEGES, UNIVERSITIES, PROFESSIONAL SC	\$5,000.00
<i>NU CPS REGISTRATION - Total For Police Career Services</i>			<i>\$5,000.00</i>
NU CPS REGISTRATION - ALL DEPARTMENTS			\$5,000.00

NVA CASPER VETERINAR

NVA CASPER VETERINAR	Metro Animal Shelter	Veterinary services	\$395.63
NVA CASPER VETERINAR	Metro Animal Shelter	Veterinary services	\$276.57
<i>NVA CASPER VETERINAR - Total For Metro Animal Shelter</i>			<i>\$672.20</i>
NVA CASPER VETERINAR - ALL DEPARTMENTS			\$672.20

ODOT DMV2U

ODOT DMV2U	Police Administration	GOVERNMENT SERVICES NOT ELSEWHERE CL	\$3.00
<i>ODOT DMV2U - Total For Police Administration</i>			<i>\$3.00</i>
ODOT DMV2U - ALL DEPARTMENTS			\$3.00

ODP BUS SOL LLC

ODP BUS SOL LLC	Customer Service	TONERS	\$292.57
<i>ODP BUS SOL LLC - Total For Customer Service</i>			\$292.57
ODP BUS SOL LLC	Finance	TONERS	\$213.89
<i>ODP BUS SOL LLC - Total For Finance</i>			\$213.89
ODP BUS SOL LLC	Health Insurance Fund	1 black toner, 1 cyan toner, 1 yellow toner, 1	\$127.51
<i>ODP BUS SOL LLC - Total For Health Insurance Fund</i>			\$127.51
ODP BUS SOL LLC	Human Resources	Keyboard and mouse. Extra charge and deliv	\$28.20
ODP BUS SOL LLC	Human Resources	1 box letter sized file pocket, 2 boxes blue ta	\$94.91
ODP BUS SOL LLC	Human Resources	1 black toner, 1 cyan toner, 1 yellow toner, 1	\$127.52
ODP BUS SOL LLC	Human Resources	1 keyboard with mouse	\$28.20
ODP BUS SOL LLC	Human Resources	2 packs of 1095-C Envelopes	\$67.98
<i>ODP BUS SOL LLC - Total For Human Resources</i>			\$346.81
ODP BUS SOL LLC	Risk Management	1 black toner, 1 cyan toner, 1 yellow toner, 1	\$127.52
<i>ODP BUS SOL LLC - Total For Risk Management</i>			\$127.52
ODP BUS SOL LLC - ALL DEPARTMENTS			\$1,108.30

OFFICE SHOP INC

OFFICE SHOP INC	Fire-EMS Administration	Copier usage	\$69.66
<i>OFFICE SHOP INC - Total For Fire-EMS Administration</i>			\$69.66
OFFICE SHOP INC - ALL DEPARTMENTS			\$69.66

OLD CHICAGO-CASPER

OLD CHICAGO-CASPER	City Manager	Lunch meeting	\$47.72
<i>OLD CHICAGO-CASPER - Total For City Manager</i>			\$47.72
OLD CHICAGO-CASPER - ALL DEPARTMENTS			\$47.72

ONE CALL OF WY.

ONE CALL OF WY.	Sewer Wastewater Collection Tickets for January 2023		\$237.71
<i>ONE CALL OF WY. - Total For Sewer Wastewater Collection</i>			\$237.71
ONE CALL OF WY.	Traffic Control	2023 Membership & Tickets for January 202	\$53.50
<i>ONE CALL OF WY. - Total For Traffic Control</i>			\$53.50
ONE CALL OF WY.	Water Distribution	Tickets for January 2023	\$290.54
<i>ONE CALL OF WY. - Total For Water Distribution</i>			\$290.54

ONE CALL OF WY. - ALL DEPARTMENTS \$581.75

O'REILLY AUTO PARTS

O'REILLY AUTO PARTS Balefill - Baler Processing TAP & DIE SET FOR THE BALER \$34.99

O'REILLY AUTO PARTS - Total For Balefill - Baler Processing \$34.99

O'REILLY AUTO PARTS - ALL DEPARTMENTS \$34.99

OVERHEAD DOOR OF CAS

OVERHEAD DOOR OF CAS Balefill - Disposal & Landfill GARAGE DOOR TRANS EQUIP BLDG \$177.52

OVERHEAD DOOR OF CAS - Total For Balefill - Disposal & Landfill \$177.52

OVERHEAD DOOR OF CAS - ALL DEPARTMENTS \$177.52

OWPSACSTATE

OWPSACSTATE Water Distribution Water Distribution System Operation & Main \$208.00

OWPSACSTATE - Total For Water Distribution \$208.00

OWPSACSTATE - ALL DEPARTMENTS \$208.00

PANDA EXPRESS

PANDA EXPRESS Fleet Maintenance Fund LUNCH / TRNG \$20.80

PANDA EXPRESS - Total For Fleet Maintenance Fund \$20.80

PANDA EXPRESS - ALL DEPARTMENTS \$20.80

PAYPAL IAPE

PAYPAL IAPE Police Career Services CHARITABLE AND SOCIAL SERVICE ORGANIZA \$395.00

PAYPAL IAPE Police Career Services CHARITABLE AND SOCIAL SERVICE ORGANIZA \$395.00

PAYPAL IAPE - Total For Police Career Services \$790.00

PAYPAL IAPE - ALL DEPARTMENTS \$790.00

PAYPAL IAPE IAPE

PAYPAL IAPE IAPE Police Administration CHARITABLE AND SOCIAL SERVICE ORGANIZA \$65.00

PAYPAL IAPE IAPE - Total For Police Administration \$65.00

PAYPAL IAPE IAPE - ALL DEPARTMENTS \$65.00

PAYPAL PEAKSPRAIRI

PAYPAL PEAKSPRAIRI Golf - Operations Peaks and Prairies Membership \$144.50

PAYPAL PEAKSPRAIRI Golf - Operations Peaks & Prairies membership dues \$144.20

PAYPAL PEAKSPRAIRI - Total For Golf - Operations \$288.70

PAYPAL PEAKSPRAIRI - ALL DEPARTMENTS \$288.70

PAYPAL REGISTRARSC

PAYPAL REGISTRARSC Ft. Caspar Museum MPMA-RC Membership \$11.00

PAYPAL REGISTRARSC - Total For Ft. Caspar Museum \$11.00

PAYPAL REGISTRARSC - ALL DEPARTMENTS \$11.00

PCN STRATEGIES INC

PCN STRATEGIES INC Police Career Services Purchase molle and magnetic BWC mounts \$666.55

PCN STRATEGIES INC - Total For Police Career Services \$666.55

PCN STRATEGIES INC Property Insurance Fund 327 In Car Video Replacement \$82.22

PCN STRATEGIES INC - Total For Property Insurance Fund \$82.22

PCN STRATEGIES INC - ALL DEPARTMENTS \$748.77

PEDEN'S INC

PEDEN'S INC Police Career Services Shirts & embroidery service \$294.00

PEDEN'S INC Police Career Services Embroidery service \$120.00

PEDEN'S INC Police Career Services Shirts, vest & embroidery service \$148.00

PEDEN'S INC Police Career Services Shirts & embroidery service \$338.00

PEDEN'S INC - Total For Police Career Services \$900.00

PEDEN'S INC - ALL DEPARTMENTS \$900.00

PERL-MACK ACE HDWE

PERL-MACK ACE HDWE Fleet Maintenance Fund TIE DOWNS FOR A/C MACHINES \$28.27

PERL-MACK ACE HDWE - Total For Fleet Maintenance Fund \$28.27

PERL-MACK ACE HDWE - ALL DEPARTMENTS \$28.27

PETCO 1456

PETCO 1456 Metro Animal Control PET SHOPS-PET FOOD AND SUPPLY STORES f \$38.93

PETCO 1456 - Total For Metro Animal Control \$38.93

PETCO 1456 - ALL DEPARTMENTS \$38.93

PETSMART #3082

PETSMART #3082 Metro Animal Control PET SHOPS-PET FOOD AND SUPPLY STORES A \$52.01

PETSMART #3082 - Total For Metro Animal Control \$52.01

PETSMART #3082 Metro Animal Shelter PET SHOPS-PET FOOD AND SUPPLY STORES S \$359.09

PETSMART #3082 - Total For Metro Animal Shelter \$359.09

PETSMART #3082 - ALL DEPARTMENTS \$411.10

PILOT

PILOT Fleet Maintenance Fund FUEL/ TRNG TRIP \$50.00

PILOT - Total For Fleet Maintenance Fund \$50.00

PILOT - ALL DEPARTMENTS \$50.00

POCKETPRESS

POCKETPRESS Police Administration MISCELLANEOUS PUBLISHING & PRINTING W \$1,233.76

POCKETPRESS - Total For Police Administration \$1,233.76

POCKETPRESS - ALL DEPARTMENTS \$1,233.76

POSTAL PROS, INC.

POSTAL PROS, INC. Customer Service UB / Past Due Notices - Printing/Mailing Serv \$3,296.15

POSTAL PROS, INC. Customer Service UB / Past Due Notices - Printing / Mailing Ser \$4,022.06

POSTAL PROS, INC. - Total For Customer Service \$7,318.21

POSTAL PROS, INC. - ALL DEPARTMENTS \$7,318.21

POWER EQUIPMENT CORP

POWER EQUIPMENT CORP	Balefill - Diversion & Special	REPAIR EJECTION BELT UNIT 141486 REPLAC	\$4,414.90
<i>POWER EQUIPMENT CORP - Total For Balefill - Diversion & Special</i>			<i>\$4,414.90</i>
POWER EQUIPMENT CORP - ALL DEPARTMENTS			\$4,414.90

PROFESSIONAL CLEANIN

PROFESSIONAL CLEANIN	WWTP Operations	Cleaning Services - January 2023	\$1,395.00
<i>PROFESSIONAL CLEANIN - Total For WWTP Operations</i>			<i>\$1,395.00</i>
PROFESSIONAL CLEANIN - ALL DEPARTMENTS			\$1,395.00

RAPID FIRE PROTECTIO

RAPID FIRE PROTECTIO	Fire-EMS Administration	5-Year Inspection	\$950.00
<i>RAPID FIRE PROTECTIO - Total For Fire-EMS Administration</i>			<i>\$950.00</i>
RAPID FIRE PROTECTIO - ALL DEPARTMENTS			\$950.00

RED LION HOTEL

RED LION HOTEL	City Council	Hotel expense during WAM Winter Conferen	\$80.00
RED LION HOTEL	City Council	Hotel expense during WAM Winter Conferen	\$212.44
<i>RED LION HOTEL - Total For City Council</i>			<i>\$292.44</i>
RED LION HOTEL - ALL DEPARTMENTS			\$292.44

RICOH USA INC

RICOH USA INC	Community Development	Copier usage	\$21.34
<i>RICOH USA INC - Total For Community Development</i>			<i>\$21.34</i>
RICOH USA INC	Police Administration	Copier Usage	\$500.85
<i>RICOH USA INC - Total For Police Administration</i>			<i>\$500.85</i>
RICOH USA INC - ALL DEPARTMENTS			\$522.19

RIVER OAKS COMMUNICA

RIVER OAKS COMMUNICA	General Fund Revenue	Verizon Wireless - Eligible Facilities Request	\$935.00
<i>RIVER OAKS COMMUNICA - Total For General Fund Revenue</i>			<i>\$935.00</i>
RIVER OAKS COMMUNICA - ALL DEPARTMENTS			\$935.00

Rocky Mountain

Rocky Mountain	Regional Water Operations	Bulk Oxygen - Chemicals	\$4,079.84
Rocky Mountain	Regional Water Operations	Bulk Oxygen - Chemicals	\$4,481.00
<i>Rocky Mountain - Total For Regional Water Operations</i>			\$8,560.84
Rocky Mountain	Water Distribution	Monthly rental	\$26.95
<i>Rocky Mountain - Total For Water Distribution</i>			\$26.95
Rocky Mountain - ALL DEPARTMENTS			\$8,587.79

ROCKY MOUNTAIN CFC E

ROCKY MOUNTAIN CFC E	Fleet Maintenance Fund	REPAIR 2 A/C RECOVERY MACHINES 151570	\$3,813.16
<i>ROCKY MOUNTAIN CFC E - Total For Fleet Maintenance Fund</i>			\$3,813.16
ROCKY MOUNTAIN CFC E - ALL DEPARTMENTS			\$3,813.16

ROCKY MOUNTAIN POWER

ROCKY MOUNTAIN POWER	Balefill - Disposal & Landfill	Acct #54730761-090 7/Electricity	\$12,165.92
<i>ROCKY MOUNTAIN POWER - Total For Balefill - Disposal & Landfill</i>			\$12,165.92
ROCKY MOUNTAIN POWER	Cemetery	Acct #54730761-092 3	\$114.83
<i>ROCKY MOUNTAIN POWER - Total For Cemetery</i>			\$114.83
ROCKY MOUNTAIN POWER	Fire-EMS Administration	Acct #54730761-097 2	\$2,368.13
<i>ROCKY MOUNTAIN POWER - Total For Fire-EMS Administration</i>			\$2,368.13
ROCKY MOUNTAIN POWER	Fleet Maintenance Fund	Acct #54730761-096 4	\$3,876.55
<i>ROCKY MOUNTAIN POWER - Total For Fleet Maintenance Fund</i>			\$3,876.55
ROCKY MOUNTAIN POWER	Metro Animal Shelter	Acct #54730761-102 0	\$1,012.20
<i>ROCKY MOUNTAIN POWER - Total For Metro Animal Shelter</i>			\$1,012.20
ROCKY MOUNTAIN POWER	Parks - Athletic Maint.	Acct #54730761-131 9	\$1,305.90
<i>ROCKY MOUNTAIN POWER - Total For Parks - Athletic Maint.</i>			\$1,305.90
ROCKY MOUNTAIN POWER	Parks - Special Areas	Acct #54730761-132 7	\$2,461.77
<i>ROCKY MOUNTAIN POWER - Total For Parks - Special Areas</i>			\$2,461.77
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-006 0 - Electricity	\$184.81
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-005 2 - Electricity	\$132.02
<i>ROCKY MOUNTAIN POWER - Total For Regional Water Operations</i>			\$316.83
ROCKY MOUNTAIN POWER	Traffic Control	Acct #54730761-162 4	\$95.33
<i>ROCKY MOUNTAIN POWER - Total For Traffic Control</i>			\$95.33

ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-135 0	\$89.91
ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-002 2	\$1,936.14
<i>ROCKY MOUNTAIN POWER - Total For Water Tanks</i>			<i>\$2,026.05</i>
ROCKY MOUNTAIN POWER	WWTP Operations	Acct #54730761-004 8	\$421.07
<i>ROCKY MOUNTAIN POWER - Total For WWTP Operations</i>			<i>\$421.07</i>
ROCKY MOUNTAIN POWER - ALL DEPARTMENTS			\$26,164.58

Rooter

Rooter	Parks - Parks Maint.	Porta-John from R&R	\$331.65
Rooter	Parks - Parks Maint.	Porta-John from R&R	\$227.25
<i>Rooter - Total For Parks - Parks Maint.</i>			<i>\$558.90</i>
Rooter - ALL DEPARTMENTS			\$558.90

ROTO ROOTER

ROTO ROOTER	Buildings & Structures Fund	Sewer cleaning at Transit Garage - Roto Root	\$200.00
<i>ROTO ROOTER - Total For Buildings & Structures Fund</i>			<i>\$200.00</i>
ROTO ROOTER - ALL DEPARTMENTS			\$200.00

SAMS CLUB #6425

SAMS CLUB #6425	Balefill - Baler Processing	cleaning supplies for ldf/baler/comb bldg/cu	\$139.44
<i>SAMS CLUB #6425 - Total For Balefill - Baler Processing</i>			<i>\$139.44</i>
SAMS CLUB #6425	Balefill - Disposal & Landfill	SUPPLIES FOR LANDFILL	\$166.06
SAMS CLUB #6425	Balefill - Disposal & Landfill	cleaning supplies for ldf/baler/comb bldg/cu	\$120.87
<i>SAMS CLUB #6425 - Total For Balefill - Disposal & Landfill</i>			<i>\$286.93</i>
SAMS CLUB #6425	Balefill - Diversion & Special	cleaning supplies for ldf/baler/comb bldg/cu	\$21.38
<i>SAMS CLUB #6425 - Total For Balefill - Diversion & Special</i>			<i>\$21.38</i>
SAMS CLUB #6425	Ice Arena - Concessions	CONCESSIONS Resale Items	\$198.22
<i>SAMS CLUB #6425 - Total For Ice Arena - Concessions</i>			<i>\$198.22</i>
SAMS CLUB #6425	Refuse - Residential	cleaning supplies for ldf/baler/comb bldg/cu	\$45.93
<i>SAMS CLUB #6425 - Total For Refuse - Residential</i>			<i>\$45.93</i>
SAMS CLUB #6425 - ALL DEPARTMENTS			\$691.90

SAMSCLUB #6425

SAMSCLUB #6425	Aquatics - Operations	Duck Tape	\$17.98
<i>SAMSCLUB #6425 - Total For Aquatics - Operations</i>			<i>\$17.98</i>
SAMSCLUB #6425	Aquatics- Marion Kreiner Ope	Trash Bags	\$73.92
<i>SAMSCLUB #6425 - Total For Aquatics- Marion Kreiner Oper.</i>			<i>\$73.92</i>
SAMSCLUB #6425	Balefill - Baler Processing	TRUCK BARN & SPECIAL WASTE SUPPLIES	\$37.96
<i>SAMSCLUB #6425 - Total For Balefill - Baler Processing</i>			<i>\$37.96</i>
SAMSCLUB #6425	Balefill - Diversion & Special	TRUCK BARN & SPECIAL WASTE SUPPLIES	\$18.98
<i>SAMSCLUB #6425 - Total For Balefill - Diversion & Special</i>			<i>\$18.98</i>
SAMSCLUB #6425	Community Development	WHOLESALE CLUBS	\$52.00
<i>SAMSCLUB #6425 - Total For Community Development</i>			<i>\$52.00</i>
SAMSCLUB #6425	Fire-EMS Operations	Griddle for Station 1	\$199.98
SAMSCLUB #6425	Fire-EMS Operations	Station Supplies	\$199.28
SAMSCLUB #6425	Fire-EMS Operations	Station Supplies	\$293.61
SAMSCLUB #6425	Fire-EMS Operations	Station Supplies	\$54.44
<i>SAMSCLUB #6425 - Total For Fire-EMS Operations</i>			<i>\$747.31</i>
SAMSCLUB #6425	Fleet Maintenance Fund	cups, plates, coffee, dawn	\$219.28
<i>SAMSCLUB #6425 - Total For Fleet Maintenance Fund</i>			<i>\$219.28</i>
SAMSCLUB #6425	Ice Arena - Concessions	CONCESSIONS - Reslae Items Pretzels, Hot D	\$476.79
SAMSCLUB #6425	Ice Arena - Concessions	CONCESSIONS - Resale Items Pretzels, Water	\$202.64
<i>SAMSCLUB #6425 - Total For Ice Arena - Concessions</i>			<i>\$679.43</i>
SAMSCLUB #6425	Police Administration	WHOLESALE CLUBS snacks for training class	\$205.10
<i>SAMSCLUB #6425 - Total For Police Administration</i>			<i>\$205.10</i>
SAMSCLUB #6425	Rec Center - Classes	Trash Bags	\$9.98
<i>SAMSCLUB #6425 - Total For Rec Center - Classes</i>			<i>\$9.98</i>
SAMSCLUB #6425	Rec Center - Operations	40th Anniversary Food, Drinks, Snacks, Table	\$249.98
<i>SAMSCLUB #6425 - Total For Rec Center - Operations</i>			<i>\$249.98</i>
SAMSCLUB #6425 - ALL DEPARTMENTS			\$2,311.92

SAMSCLUB.COM

SAMSCLUB.COM	Fire-EMS Operations	Station Supplies	\$647.42
<i>SAMSCLUB.COM - Total For Fire-EMS Operations</i>			<i>\$647.42</i>
SAMSCLUB.COM - ALL DEPARTMENTS			\$647.42

SEAWESTERN FIRE FIGH

SEAWESTERN FIRE FIGH	Risk Management	SCBA Regulator	\$1,837.43
<i>SEAWESTERN FIRE FIGH - Total For Risk Management</i>			<i>\$1,837.43</i>
SEAWESTERN FIRE FIGH - ALL DEPARTMENTS			\$1,837.43

SESAC

SESAC	Aquatics - Operations		\$194.00
<i>SESAC - Total For Aquatics - Operations</i>			<i>\$194.00</i>
SESAC	Ice Arena - Operations		\$194.00
<i>SESAC - Total For Ice Arena - Operations</i>			<i>\$194.00</i>
SESAC	Parks - Parks Maint.		\$194.00
<i>SESAC - Total For Parks - Parks Maint.</i>			<i>\$194.00</i>
SESAC	Public Transit - Operations		\$194.00
<i>SESAC - Total For Public Transit - Operations</i>			<i>\$194.00</i>
SESAC	Rec Center - Operations		\$194.00
<i>SESAC - Total For Rec Center - Operations</i>			<i>\$194.00</i>
SESAC	Rec Center - Sports Programs		\$194.00
<i>SESAC - Total For Rec Center - Sports Programs</i>			<i>\$194.00</i>
SESAC - ALL DEPARTMENTS			\$1,164.00

SHELL OIL 5744427860

SHELL OIL 5744427860	Police Career Services	AUTOMATED FUEL DISPENSERS training	\$29.19
<i>SHELL OIL 5744427860 - Total For Police Career Services</i>			<i>\$29.19</i>
SHELL OIL 5744427860 - ALL DEPARTMENTS			\$29.19

SHELL OIL 5744427920

SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$65.18
SHELL OIL 5744427920	Fire-EMS Operations	AUTOMATED FUEL DISPENSERS	\$33.94
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$59.59
<i>SHELL OIL 5744427920 - Total For Fire-EMS Operations</i>			<i>\$158.71</i>
SHELL OIL 5744427920 - ALL DEPARTMENTS			\$158.71

SHELL OIL 5744651130

SHELL OIL 5744651130	City Manager	Fuel to Cheyenne	\$25.50
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SHELL OIL 5744651130	City Manager	Food expense during travel	\$8.57
<i>SHELL OIL 5744651130 - Total For City Manager</i>			<i>\$34.07</i>
SHELL OIL 5744651130 - ALL DEPARTMENTS			\$34.07

SHERATON MRTLE BCH C

SHERATON MRTLE BCH C	Public Safety Communication	SHERATON Conference A. Munoz	\$506.92
<i>SHERATON MRTLE BCH C - Total For Public Safety Communications</i>			<i>\$506.92</i>
SHERATON MRTLE BCH C - ALL DEPARTMENTS			\$506.92

SHIRTS & MORE INC

SHIRTS & MORE INC	Capital Projects Fund	Vinyl Vehicle Wrap	\$600.00
<i>SHIRTS & MORE INC - Total For Capital Projects Fund</i>			<i>\$600.00</i>
SHIRTS & MORE INC - ALL DEPARTMENTS			\$600.00

SHIRTS AND MORE INC

SHIRTS AND MORE INC	Capital Projects Fund	Additional Vinyl Doors CRC Fit Project	\$724.00
SHIRTS AND MORE INC	Capital Projects Fund	CRC FIT Room Project Vinyl for Doors	\$724.00
<i>SHIRTS AND MORE INC - Total For Capital Projects Fund</i>			<i>\$1,448.00</i>
SHIRTS AND MORE INC - ALL DEPARTMENTS			\$1,448.00

SKYLINE RANCHES

SKYLINE RANCHES	Sewer Fund	Retail Sewer Revenue/Sewer Billing/Admin F	\$1,068.78
SKYLINE RANCHES	Sewer Fund	Retail Sewer Revenue/Sewer Billing/Admin F	(\$106.88)
<i>SKYLINE RANCHES - Total For Sewer Fund</i>			<i>\$961.90</i>
SKYLINE RANCHES	WWTP Revenue and Transfer	Retail Sewer Revenue/Sewer Billing/Admin F	(\$905.05)
<i>SKYLINE RANCHES - Total For WWTP Revenue and Transfers</i>			<i>(\$905.05)</i>
SKYLINE RANCHES - ALL DEPARTMENTS			\$56.85

SMARSH, INC

SMARSH, INC	Information Services	Professional Archive Capture Services - Jan. 2	\$2,219.86
<i>SMARSH, INC - Total For Information Services</i>			<i>\$2,219.86</i>

SMARSH, INC - ALL DEPARTMENTS

\$2,219.86

SMITHS FOOD #4185

SMITHS FOOD #4185	Fire-EMS Operations	Station Supplies	\$13.99
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<i>SMITHS FOOD #4185 - Total For Fire-EMS Operations</i>			<i>\$13.99</i>
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SMITHS FOOD #4185 - ALL DEPARTMENTS			\$13.99
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SOURCE OFFICE

SOURCE OFFICE	Public Safety Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AN	\$99.52
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<i>SOURCE OFFICE - Total For Public Safety Communications</i>			<i>\$99.52</i>
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SOURCE OFFICE - ALL DEPARTMENTS			\$99.52
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SOUTHWES 5262414916

SOUTHWES 5262414916	Police Career Services	SOUTHWEST AIRLINES Chief McPheeters CAL	\$151.98
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<i>SOUTHWES 5262414916 - Total For Police Career Services</i>			<i>\$151.98</i>
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SOUTHWES 5262414916 - ALL DEPARTMENTS			\$151.98
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SP KONG CARES

SP KONG CARES	Metro Animal Shelter	COMPUTER SOFTWARE STORES toys for shel	\$141.20
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<i>SP KONG CARES - Total For Metro Animal Shelter</i>			<i>\$141.20</i>
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SP KONG CARES - ALL DEPARTMENTS			\$141.20
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SPORTSMANS WAREHOUSE

SPORTSMANS WAREHOUSE	Fire-EMS Operations	Gear Bag	\$59.99
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<i>SPORTSMANS WAREHOUSE - Total For Fire-EMS Operations</i>			<i>\$59.99</i>
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SPORTSMANS WAREHOUSE	Public Transit - Operations	SPORTING GOODS STORES	\$199.92
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<i>SPORTSMANS WAREHOUSE - Total For Public Transit - Operations</i>			<i>\$199.92</i>
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SPORTSMANS WAREHOUSE - ALL DEPARTMENTS			\$259.91
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SQ BLUES GYPSY LLC

SQ BLUES GYPSY LLC	City Council	Lunch meeting	\$73.36
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SQ BLUES GYPSY LLC - Total For City Council \$73.36

SQ BLUES GYPSY LLC - ALL DEPARTMENTS \$73.36

SQ COMPUTER PROFESS

SQ COMPUTER PROFESS Customer Service COMPUTER MAINTENANCE,REPAIR & SERVIC \$1,390.98
SQ COMPUTER PROFESS Customer Service COMPUTER MAINTENANCE,REPAIR & SERVIC (\$10.00)

SQ COMPUTER PROFESS - Total For Customer Service \$1,380.98

SQ COMPUTER PROFESS Information Services ***MISCHARGE*** Wrong amount \$10.00
SQ COMPUTER PROFESS Information Services HDMI\SDI converter power supply \$14.99
SQ COMPUTER PROFESS Information Services ***Refund for mischarge*** (\$10.00)
SQ COMPUTER PROFESS Information Services USB-C Docks for testing \$520.00
SQ COMPUTER PROFESS Information Services COMPUTER MAINTENANCE,REPAIR & SERVIC \$249.00

SQ COMPUTER PROFESS - Total For Information Services \$783.99

SQ COMPUTER PROFESS Metropolitan Planning Org COMPUTER MAINTENANCE,REPAIR & SERVIC \$105.26

SQ COMPUTER PROFESS - Total For Metropolitan Planning Org \$105.26

SQ COMPUTER PROFESS Police Administration COMPUTER MAINTENANCE,REPAIR & SERVIC \$29.98

SQ COMPUTER PROFESS - Total For Police Administration \$29.98

SQ COMPUTER PROFESS - ALL DEPARTMENTS \$2,300.21

SQ CROWN FORMALWEAR

SQ CROWN FORMALWEAR Police Career Services MISCELLANEOUS AND RETAIL STORES unifor \$20.00

SQ CROWN FORMALWEAR - Total For Police Career Services \$20.00

SQ CROWN FORMALWEAR - ALL DEPARTMENTS \$20.00

SQ FCMA

SQ FCMA General Fund Revenue Consignment items sold in museum store \$1,232.95

SQ FCMA - Total For General Fund Revenue \$1,232.95

SQ FCMA - ALL DEPARTMENTS \$1,232.95

SQ MY EDUCATIONAL R

SQ MY EDUCATIONAL R Balefill - Baler Processing CPR Training Certification \$44.00

SQ MY EDUCATIONAL R Balefill - Baler Processing CPR Certification e-Cards - CPR Class 2/2/23 \$44.00

SQ MY EDUCATIONAL R - Total For Balefill - Baler Processing \$88.00

SQ MY EDUCATIONAL R	Buildings & Structures Fund	CPR Training Certification	\$44.00
SQ MY EDUCATIONAL R	Buildings & Structures Fund	CPR Certification e-Cards - CPR Class 2/2/23	\$44.00
<i>SQ MY EDUCATIONAL R - Total For Buildings & Structures Fund</i>			<i>\$88.00</i>
SQ MY EDUCATIONAL R	Community Development	CPR Training Certification	\$44.00
<i>SQ MY EDUCATIONAL R - Total For Community Development</i>			<i>\$44.00</i>
SQ MY EDUCATIONAL R	Municipal Court	CPR Certification e-Cards - CPR Class 2/2/23	\$22.00
<i>SQ MY EDUCATIONAL R - Total For Municipal Court</i>			<i>\$22.00</i>
SQ MY EDUCATIONAL R	Police Administration	CPR Training Certification	\$22.00
<i>SQ MY EDUCATIONAL R - Total For Police Administration</i>			<i>\$22.00</i>
SQ MY EDUCATIONAL R	Risk Management	CPR Training Certification	\$22.00
<i>SQ MY EDUCATIONAL R - Total For Risk Management</i>			<i>\$22.00</i>
SQ MY EDUCATIONAL R - ALL DEPARTMENTS			\$286.00

SQ PEDEN'S INC.

SQ PEDEN'S INC.	Fire-EMS Training	Uniform Shirt Embroidery	\$45.00
<i>SQ PEDEN'S INC. - Total For Fire-EMS Training</i>			<i>\$45.00</i>
SQ PEDEN'S INC.	Hogadon - Operations	MEN'S AND WOMEN'S CLOTHING STORES	\$84.00
<i>SQ PEDEN'S INC. - Total For Hogadon - Operations</i>			<i>\$84.00</i>
SQ PEDEN'S INC.	Police Administration	MEN'S AND WOMEN'S CLOTHING STORES de	\$25.00
<i>SQ PEDEN'S INC. - Total For Police Administration</i>			<i>\$25.00</i>
SQ PEDEN'S INC. - ALL DEPARTMENTS			\$154.00

SQ PWP WYOMING

SQ PWP WYOMING	Ice Arena - Concessions	Papa John - Casper Ice Arena	\$95.08
<i>SQ PWP WYOMING - Total For Ice Arena - Concessions</i>			<i>\$95.08</i>
SQ PWP WYOMING - ALL DEPARTMENTS			\$95.08

SQ STEVEN SCHANEMAN

SQ STEVEN SCHANEMAN	Rec Center - Operations	Advertisement of CRC Programs; Local News	\$543.00
<i>SQ STEVEN SCHANEMAN - Total For Rec Center - Operations</i>			<i>\$543.00</i>
SQ STEVEN SCHANEMAN - ALL DEPARTMENTS			\$543.00

SQ WYATT ELECTRIC I

SQ WYATT ELECTRIC I	Parks - Parks Maint.	Consult for electrical work at Washington Pa	\$83.03
SQ WYATT ELECTRIC I	Parks - Parks Maint.	Motor Saver for Event Center Pump	\$575.20
SQ WYATT ELECTRIC I	Parks - Parks Maint.	Wire outlets in gazebo to timer in shed	\$94.85
<i>SQ WYATT ELECTRIC I - Total For Parks - Parks Maint.</i>			<i>\$753.08</i>
SQ WYATT ELECTRIC I - ALL DEPARTMENTS			\$753.08

STAPLES

STAPLES	Balefill - Baler Processing	OFFICE SUPPLIES FOR BALEFILL OFFICE	\$47.46
<i>STAPLES - Total For Balefill - Baler Processing</i>			<i>\$47.46</i>
STAPLES	Balefill - Disposal & Landfill	OFFICE SUPPLIES FOR LANDFILL BLDG	\$1,167.84
<i>STAPLES - Total For Balefill - Disposal & Landfill</i>			<i>\$1,167.84</i>
STAPLES	Fire-EMS Administration	Report Binders	\$33.97
<i>STAPLES - Total For Fire-EMS Administration</i>			<i>\$33.97</i>
STAPLES	Police Administration	STATIONARY, OFFICE AND SCHOOL SUPPLY S	\$13.98
<i>STAPLES - Total For Police Administration</i>			<i>\$13.98</i>
STAPLES	Police Grants Fund	STATIONARY, OFFICE AND SCHOOL SUPPLY S	\$50.55
<i>STAPLES - Total For Police Grants Fund</i>			<i>\$50.55</i>
STAPLES	Regional Water Operations	Scada PC - Office Supplies	\$79.98
<i>STAPLES - Total For Regional Water Operations</i>			<i>\$79.98</i>
STAPLES	Sewer Wastewater Collection	office supplies	\$77.24
<i>STAPLES - Total For Sewer Wastewater Collection</i>			<i>\$77.24</i>
STAPLES - ALL DEPARTMENTS			\$1,471.02

STAPLES DIRECT

STAPLES DIRECT	City Manager	Office Supplies	\$37.98
STAPLES DIRECT	City Manager	Office Supplies	\$340.07
STAPLES DIRECT	City Manager	Office Supplies	\$77.24
<i>STAPLES DIRECT - Total For City Manager</i>			<i>\$455.29</i>
STAPLES DIRECT - ALL DEPARTMENTS			\$455.29

STATE OF WY.

STATE OF WY.	Health Insurance Fund	Retiree Subsidy - December 2022	\$17,983.30
STATE OF WY.	Health Insurance Fund	Retiree Subsidy - February 2023	\$3,871.67

STATE OF WY. - Total For Health Insurance Fund \$21,854.97

STATE OF WY. - ALL DEPARTMENTS \$21,854.97

STATELINE NO 7 ARCHI

STATELINE NO 7 ARCHI Capital Projects Fund Architectural design for City \$37,625.00

STATELINE NO 7 ARCHI - Total For Capital Projects Fund \$37,625.00

STATELINE NO 7 ARCHI - ALL DEPARTMENTS \$37,625.00

STELLAR PROGRAMMING

STELLAR PROGRAMMING Balefill - Disposal & Landfill Litter database Reporting Maintenance & Co \$1,993.75

STELLAR PROGRAMMING - Total For Balefill - Disposal & Landfill \$1,993.75

STELLAR PROGRAMMING Refuse - Commercial WORK ORDER SYSTEM FOR RESIDENT/COM \$1,957.50

STELLAR PROGRAMMING - Total For Refuse - Commercial \$1,957.50

STELLAR PROGRAMMING - ALL DEPARTMENTS \$3,951.25

STERLING

STERLING Human Resources Centralized employee background \$1,018.14

STERLING - Total For Human Resources \$1,018.14

STERLING - ALL DEPARTMENTS \$1,018.14

STOTZ EQUIPMENT

STOTZ EQUIPMENT Fire-EMS Operations Replacement and repair parts for E3 \$1,199.89

STOTZ EQUIPMENT - Total For Fire-EMS Operations \$1,199.89

STOTZ EQUIPMENT - ALL DEPARTMENTS \$1,199.89

SUMMIT FIRE & SECURI

SUMMIT FIRE & SECURI Aquatics - Operations Fire extinguisher annual service / inspection \$208.25

SUMMIT FIRE & SECURI - Total For Aquatics - Operations \$208.25

SUMMIT FIRE & SECURI - ALL DEPARTMENTS \$208.25

SURVEYMONK T

SURVEYMONK T	Police Administration	COMPUTER SOFTWARE STORES department	\$99.00
<i>SURVEYMONK T - Total For Police Administration</i>			<i>\$99.00</i>
SURVEYMONK T - ALL DEPARTMENTS			\$99.00

SUTHERLANDS 2219

SUTHERLANDS 2219	Metro Animal Shelter	LUMBER AND BUILDING MATERIALS STORES	(\$75.00)
SUTHERLANDS 2219	Metro Animal Shelter	LUMBER AND BUILDING MATERIALS STORES	\$56.97
<i>SUTHERLANDS 2219 - Total For Metro Animal Shelter</i>			<i>(\$18.03)</i>
SUTHERLANDS 2219 - ALL DEPARTMENTS			(\$18.03)

SYSCO CORP

SYSCO CORP	Ice Arena - Concessions	CONCESSIONS - Resale Items Chickn, Pizza, H	\$347.78
SYSCO CORP	Ice Arena - Concessions	CONCESSIONS - Resale Items, Chicken, Pizza	\$523.32
SYSCO CORP	Ice Arena - Concessions	CONCESSIONS - Resale Items Chicken, Pizza,	\$669.37
<i>SYSCO CORP - Total For Ice Arena - Concessions</i>			<i>\$1,540.47</i>
SYSCO CORP - ALL DEPARTMENTS			\$1,540.47

TALL COP SAYS STOP

TALL COP SAYS STOP	Police Career Services	MISCELLANEOUS PERSONAL SERVICES trainin	\$35.00
<i>TALL COP SAYS STOP - Total For Police Career Services</i>			<i>\$35.00</i>
TALL COP SAYS STOP - ALL DEPARTMENTS			\$35.00

TAPCO

TAPCO	Traffic Control	Remaining balance on plotter purchase	\$299.00
<i>TAPCO - Total For Traffic Control</i>			<i>\$299.00</i>
TAPCO - ALL DEPARTMENTS			\$299.00

TARGET

TARGET	Ft. Caspar Museum	Shredder for office	\$73.99
<i>TARGET - Total For Ft. Caspar Museum</i>			<i>\$73.99</i>
TARGET - ALL DEPARTMENTS			\$73.99

THATCHER CO.

THATCHER CO.	WWTP Regional Interceptors	Ferrous delivery on 2/1/2023	\$12,555.16
<i>THATCHER CO. - Total For WWTP Regional Interceptors</i>			\$12,555.16
THATCHER CO. - ALL DEPARTMENTS			\$12,555.16

THE ABY MANUFACTURIN

THE ABY MANUFACTURIN	Fire-EMS Operations	Uniform supplies	\$336.00
THE ABY MANUFACTURIN	Fire-EMS Operations	Uniform supplies	\$1,759.90
<i>THE ABY MANUFACTURIN - Total For Fire-EMS Operations</i>			\$2,095.90
THE ABY MANUFACTURIN	Police Administration	Uniform supplies	\$1,394.30
<i>THE ABY MANUFACTURIN - Total For Police Administration</i>			\$1,394.30
THE ABY MANUFACTURIN - ALL DEPARTMENTS			\$3,490.20

THE EMBLEM AUTHORITY

THE EMBLEM AUTHORITY	Metro Animal Control	PIECE GOOD,NOTIONS AND OTHER DRY GOO	\$363.00
<i>THE EMBLEM AUTHORITY - Total For Metro Animal Control</i>			\$363.00
THE EMBLEM AUTHORITY - ALL DEPARTMENTS			\$363.00

THE GOODYEAR TIRE &

THE GOODYEAR TIRE &	Refuse - Recycling	Alignment & caster shims 222247 RECYCLE 2	\$244.00
<i>THE GOODYEAR TIRE & - Total For Refuse - Recycling</i>			\$244.00
THE GOODYEAR TIRE & - ALL DEPARTMENTS			\$244.00

THE HOME DEPOT

THE HOME DEPOT	Buildings & Structures Fund	Lighting repair supplies for City Hall - Home	\$28.86
THE HOME DEPOT	Buildings & Structures Fund	Lodge supplies	\$215.08
THE HOME DEPOT	Buildings & Structures Fund	Repair supplies for Ice Arena - Home Depot	\$39.38
<i>THE HOME DEPOT - Total For Buildings & Structures Fund</i>			\$283.32
THE HOME DEPOT	Fire-EMS Operations	Wet/Dry Vac and battery	\$278.00
THE HOME DEPOT	Fire-EMS Operations	Propane for Station 1	\$68.47
<i>THE HOME DEPOT - Total For Fire-EMS Operations</i>			\$346.47
THE HOME DEPOT	Hogadon - Operations	Lodge batteries	\$5.68

<i>THE HOME DEPOT - Total For Hogadon - Operations</i>			\$5.68
THE HOME DEPOT	Metro Animal Shelter	HOME SUPPLY WAREHOUSE STORES Shelter	\$268.16
<i>THE HOME DEPOT - Total For Metro Animal Shelter</i>			\$268.16
THE HOME DEPOT	Parks - Parks Maint.	Eye bolts	\$3.58
<i>THE HOME DEPOT - Total For Parks - Parks Maint.</i>			\$3.58
THE HOME DEPOT	Police Administration	HOME SUPPLY WAREHOUSE STORES shelving	\$486.98
<i>THE HOME DEPOT - Total For Police Administration</i>			\$486.98
THE HOME DEPOT	Sewer Wastewater Collection	high power flashlight	\$129.00
<i>THE HOME DEPOT - Total For Sewer Wastewater Collection</i>			\$129.00
THE HOME DEPOT	Weed & Pest Fund	Filters	\$42.94
THE HOME DEPOT	Weed & Pest Fund	shop supplies	\$89.94
<i>THE HOME DEPOT - Total For Weed & Pest Fund</i>			\$132.88
THE HOME DEPOT - ALL DEPARTMENTS			\$1,656.07

THE HSUS ANIMAL CAR

THE HSUS ANIMAL CAR	Metro Animal Shelter	CHARITABLE AND SOCIAL SERVICE ORGANIZA	\$300.00
<i>THE HSUS ANIMAL CAR - Total For Metro Animal Shelter</i>			\$300.00
THE HSUS ANIMAL CAR - ALL DEPARTMENTS			\$300.00

THE SAGE CORPORATION

THE SAGE CORPORATION	Sewer Wastewater Collection	CDL training for Shaun Hilton	\$2,695.00
<i>THE SAGE CORPORATION - Total For Sewer Wastewater Collection</i>			\$2,695.00
THE SAGE CORPORATION - ALL DEPARTMENTS			\$2,695.00

THE UPS STORE

THE UPS STORE	Parks - Parks Maint.	Shipping Backflow test kits for recalibration	\$160.26
<i>THE UPS STORE - Total For Parks - Parks Maint.</i>			\$160.26
THE UPS STORE - ALL DEPARTMENTS			\$160.26

THE WASH LLC

THE WASH LLC	Police Administration	Car Wash	\$30.20
<i>THE WASH LLC - Total For Police Administration</i>			\$30.20

THE WASH LLC - ALL DEPARTMENTS \$30.20

THOME VETERNIARIAN H

THOME VETERNIARIAN H Metro Animal Shelter Veterinary services \$166.02

THOME VETERNIARIAN H - Total For Metro Animal Shelter \$166.02

THOME VETERNIARIAN H - ALL DEPARTMENTS \$166.02

TMOBILE LAW RELATION

TMOBILE LAW RELATION Police Investigations TELECOMMUNICATION SERV.INCLUD. LOCAL \$25.00

TMOBILE LAW RELATION Police Investigations TELECOMMUNICATION SERV.INCLUD. LOCAL \$25.00

TMOBILE LAW RELATION Police Investigations TELECOMMUNICATION SERV.INCLUD. LOCAL \$25.00

TMOBILE LAW RELATION - Total For Police Investigations \$75.00

TMOBILE LAW RELATION - ALL DEPARTMENTS \$75.00

TOP OFFICE PRODUCTS

TOP OFFICE PRODUCTS Buildings & Structures Fund Quarterly Copy Charge - Nov., Dec. & Jan. \$146.00

TOP OFFICE PRODUCTS - Total For Buildings & Structures Fund \$146.00

TOP OFFICE PRODUCTS - ALL DEPARTMENTS \$146.00

TOWN OF MILLS

TOWN OF MILLS Police State Grants Equitable Sharing - DCI #2021-1554 \$51.60

TOWN OF MILLS - Total For Police State Grants \$51.60

TOWN OF MILLS - ALL DEPARTMENTS \$51.60

TRACTOR SUPPLY CO

TRACTOR SUPPLY CO Hogadon - Operations MISCELLANEOUS AUTOMOTIVE DEALERS \$54.97

TRACTOR SUPPLY CO - Total For Hogadon - Operations \$54.97

TRACTOR SUPPLY CO - ALL DEPARTMENTS \$54.97

TRAININGCENTER/HRCER

TRAININGCENTER/HRCER Human Resources Compensation Training & Certification Progr \$599.00

<i>TRAININGCENTER/HRCER - Total For Human Resources</i>			<i>\$599.00</i>
TRAININGCENTER/HRCER - ALL DEPARTMENTS			\$599.00

TRANSUNION RISK AND

TRANSUNION RISK AND	Police Administration	Acct #220805	\$207.60
<i>TRANSUNION RISK AND - Total For Police Administration</i>			<i>\$207.60</i>
TRANSUNION RISK AND - ALL DEPARTMENTS			\$207.60

TST WYOMING RIB

TST WYOMING RIB	City Manager	Lunch meeting	\$62.25
<i>TST WYOMING RIB - Total For City Manager</i>			<i>\$62.25</i>
TST WYOMING RIB - ALL DEPARTMENTS			\$62.25

TYLER TECHNOLOGIES I

TYLER TECHNOLOGIES I	Information Services	Community Development Suite - Maintenanc	\$15,000.00
TYLER TECHNOLOGIES I	Information Services	Crediting original invoice #045-404655	(\$15,000.00)
TYLER TECHNOLOGIES I	Information Services	CD Suite & Maintenance (5) Licenses	\$13,824.65
<i>TYLER TECHNOLOGIES I - Total For Information Services</i>			<i>\$13,824.65</i>
TYLER TECHNOLOGIES I - ALL DEPARTMENTS			\$13,824.65

UBER TRIP

UBER TRIP	Public Safety Communication	TAXICABS/LIMOUSINES Conference Munoz	\$7.24
UBER TRIP	Public Safety Communication	TAXICABS/LIMOUSINES Conference Munoz	\$13.35
UBER TRIP	Public Safety Communication	TAXICABS/LIMOUSINES conference Munoz	\$5.00
UBER TRIP	Public Safety Communication	TAXICABS/LIMOUSINES conference Munoz	\$14.91
<i>UBER TRIP - Total For Public Safety Communications</i>			<i>\$40.50</i>
UBER TRIP - ALL DEPARTMENTS			\$40.50

ULINE SHIP SUPPLIE

ULINE SHIP SUPPLIE	Regional Water Operations	Janitorial Supplies - Office Supplies	\$370.53
<i>ULINE SHIP SUPPLIE - Total For Regional Water Operations</i>			<i>\$370.53</i>

ULINE SHIP SUPPLIE - ALL DEPARTMENTS \$370.53

UNIFORMS 2 GEAR

UNIFORMS 2 GEAR	Police Career Services	Uniform Supplies	\$221.47
UNIFORMS 2 GEAR	Police Career Services	Uniform Supplies	\$167.61

UNIFORMS 2 GEAR - Total For Police Career Services \$389.08

UNIFORMS 2 GEAR - ALL DEPARTMENTS \$389.08

UNITED 0162456516

UNITED 0162456516	Police Career Services	UNITED AIRLINES training Fritzler	\$698.80
UNITED 0162456516	Police Career Services	UNITED AIRLINES Training Hill	\$698.80

UNITED 0162456516 - Total For Police Career Services \$1,397.60

UNITED 0162456516 - ALL DEPARTMENTS \$1,397.60

UNITED 0162456539

UNITED 0162456539	Police Career Services	UNITED AIRLINES training	\$508.80
UNITED 0162456539	Police Career Services	UNITED AIRLINES training	\$454.80
UNITED 0162456539	Police Career Services	UNITED AIRLINES training	\$508.80
UNITED 0162456539	Police Career Services	UNITED AIRLINES training	\$508.80

UNITED 0162456539 - Total For Police Career Services \$1,981.20

UNITED 0162456539 - ALL DEPARTMENTS \$1,981.20

UNITED 0162457048

UNITED 0162457048	Police Career Services	UNITED AIRLINES Training	\$560.95
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UNITED 0162457048 - Total For Police Career Services \$560.95

UNITED 0162457048 - ALL DEPARTMENTS \$560.95

UNITED 0162459629

UNITED 0162459629	Police Career Services	UNITED AIRLINES training Hill	\$597.80
UNITED 0162459629	Police Career Services	UNITED AIRLINES training Fritzler	\$597.80

UNITED 0162459629 - Total For Police Career Services \$1,195.60

UNITED 0162459629 - ALL DEPARTMENTS \$1,195.60

UNITED 0162460365

UNITED 0162460365 Metro Animal Shelter UNITED AIRLINES training S. Schell \$847.80

UNITED 0162460365 - Total For Metro Animal Shelter \$847.80

UNITED 0162460365 - ALL DEPARTMENTS \$847.80

UNITED 0162461450

UNITED 0162461450 Metro Animal Control UNITED AIRLINES Scott Schell \$650.60

UNITED 0162461450 - Total For Metro Animal Control \$650.60

UNITED 0162461450 - ALL DEPARTMENTS \$650.60

UNITED 0162462448

UNITED 0162462448 Police Career Services UNITED AIRLINES Chief McPheeters CALEA \$542.40

UNITED 0162462448 - Total For Police Career Services \$542.40

UNITED 0162462448 - ALL DEPARTMENTS \$542.40

UNITED 0169826342

UNITED 0169826342 Police Career Services UNITED AIRLINES-training Uhrich \$35.00

UNITED 0169826342 - Total For Police Career Services \$35.00

UNITED 0169826342 - ALL DEPARTMENTS \$35.00

UNITED 0169827509

UNITED 0169827509 Police Career Services UNITED AIRLINES baggage Uhrich \$35.00

UNITED 0169827509 - Total For Police Career Services \$35.00

UNITED 0169827509 - ALL DEPARTMENTS \$35.00

UNITED STATES ICE RI

UNITED STATES ICE RI Ice Arena - Operations USIRA MEMBERSHIP - Ice Arena Specific Subs \$275.00

UNITED STATES ICE RI - Total For Ice Arena - Operations \$275.00

UNITED STATES ICE RI - ALL DEPARTMENTS

\$275.00

UNIVERSITY OF WY.

UNIVERSITY OF WY.	Metro Animal Control	Veterinary Lab Services	\$700.95
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<i>UNIVERSITY OF WY. - Total For Metro Animal Control</i>			\$700.95
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UNIVERSITY OF WY.	Metro Animal Shelter	Shipping Charges	\$13.06
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<i>UNIVERSITY OF WY. - Total For Metro Animal Shelter</i>			\$13.06
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UNIVERSITY OF WY.	Parks - Urban Forestry	Central Wyo Tree Care Workshop	\$100.00
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<i>UNIVERSITY OF WY. - Total For Parks - Urban Forestry</i>			\$100.00
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UNIVERSITY OF WY. - ALL DEPARTMENTS

\$814.01

USA GASOLINE

USA GASOLINE	Fire-EMS Operations	Fuel	\$64.10
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USA GASOLINE	Fire-EMS Operations	Fuel	\$51.75
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USA GASOLINE	Fire-EMS Operations	Fuel	\$57.12
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<i>USA GASOLINE - Total For Fire-EMS Operations</i>			\$172.97
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USA GASOLINE - ALL DEPARTMENTS

\$172.97

USPS PO 5715580945

USPS PO 5715580945	Human Resources	Certified Letter	\$8.13
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<i>USPS PO 5715580945 - Total For Human Resources</i>			\$8.13
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USPS PO 5715580945 - ALL DEPARTMENTS

\$8.13

UW CASHIER OFFICE

UW CASHIER OFFICE	Metropolitan Planning Org	COLLEGES, UNIVERSITIES, PROFESSIONAL SC	\$190.00
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<i>UW CASHIER OFFICE - Total For Metropolitan Planning Org</i>			\$190.00
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UW CASHIER OFFICE - ALL DEPARTMENTS

\$190.00

VCN NATRONAREALESTAT

VCN NATRONAREALESTAT	Community Development	GOVERNMENT SERVICES NOT ELSEWHERE CL	\$135.15
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<i>VCN NATRONAREALESTAT - Total For Community Development</i>			\$135.15
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VCN NATRONAREALESTAT - ALL DEPARTMENTS

\$135.15

VCN WYDOTIFTAIRP

VCN WYDOTIFTAIRP	Fleet Maintenance Fund	TRANSFER FEES FOR LICENSE PLATES	\$14.25
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<i>VCN WYDOTIFTAIRP - Total For Fleet Maintenance Fund</i>			\$14.25
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VCN WYDOTIFTAIRP - ALL DEPARTMENTS

\$14.25

VELOCITY SYSTEMS LLC

VELOCITY SYSTEMS LLC	Police Career Services	DURABLE GOODS,NOT ELSEWHERE CLASSIFI	\$3,149.00
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<i>VELOCITY SYSTEMS LLC - Total For Police Career Services</i>			\$3,149.00
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VELOCITY SYSTEMS LLC - ALL DEPARTMENTS

\$3,149.00

VEOLIA ES TECHNICAL

VEOLIA ES TECHNICAL	Balefill - Diversion & Special	hazardous waste pick up/ship for Baggs, Wy	\$2,965.36
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<i>VEOLIA ES TECHNICAL - Total For Balefill - Diversion & Special</i>			\$2,965.36
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VEOLIA ES TECHNICAL - ALL DEPARTMENTS

\$2,965.36

VERIZON WIRELESS

VERIZON WIRELESS	Balefill - Disposal & Landfill	VERIZON BILL	\$289.54
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<i>VERIZON WIRELESS - Total For Balefill - Disposal & Landfill</i>			\$289.54
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VERIZON WIRELESS	Cemetery	Acct #442204089-00001	\$160.04
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<i>VERIZON WIRELESS - Total For Cemetery</i>			\$160.04
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VERIZON WIRELESS	Parks - Parks Maint.	Acct #342080735-00001	\$580.51
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<i>VERIZON WIRELESS - Total For Parks - Parks Maint.</i>			\$580.51
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VERIZON WIRELESS	Police Investigations	Tower Dumps	\$50.00
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VERIZON WIRELESS	Police Investigations	Tower Dumps	\$50.00
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<i>VERIZON WIRELESS - Total For Police Investigations</i>			\$100.00
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VERIZON WIRELESS	Public Safety Communication	Acct #465552982-00010	\$80.04
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<i>VERIZON WIRELESS - Total For Public Safety Communications</i>			\$80.04
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VERIZON WIRELESS	Streets	Acct #242152162-00001	\$40.01
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<i>VERIZON WIRELESS - Total For Streets</i>			\$40.01
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VERIZON WIRELESS - ALL DEPARTMENTS

\$1,250.14

VRC COMPANIES LLC

VRC COMPANIES LLC	Police Administration	File destruction service	\$175.04
<i>VRC COMPANIES LLC - Total For Police Administration</i>			<i>\$175.04</i>
VRC COMPANIES LLC - ALL DEPARTMENTS			\$175.04

WAL-MART #1315

WAL-MART #1315	City Manager	Food expense during travel	\$16.12
<i>WAL-MART #1315 - Total For City Manager</i>			<i>\$16.12</i>
WAL-MART #1315 - ALL DEPARTMENTS			\$16.12

WAL-MART #1617

WAL-MART #1617	Aquatics - Operations	40th Anniversary Supplies; Aquatics office Su	\$32.22
<i>WAL-MART #1617 - Total For Aquatics - Operations</i>			<i>\$32.22</i>
WAL-MART #1617	Balefill - Baler Processing	BUILDING SUPPLIES	\$25.14
<i>WAL-MART #1617 - Total For Balefill - Baler Processing</i>			<i>\$25.14</i>
WAL-MART #1617	Balefill - Diversion & Special	SUPPLIES FOR COMB BLDG/SPECIAL WASTE	\$7.92
<i>WAL-MART #1617 - Total For Balefill - Diversion & Special</i>			<i>\$7.92</i>
WAL-MART #1617	City Council	Legislative Supplies	\$4.94
WAL-MART #1617	City Council	Council other contractual	\$18.67
<i>WAL-MART #1617 - Total For City Council</i>			<i>\$23.61</i>
WAL-MART #1617	Fire-EMS Administration	Keurig for fire Admin	\$159.00
<i>WAL-MART #1617 - Total For Fire-EMS Administration</i>			<i>\$159.00</i>
WAL-MART #1617	Fire-EMS Operations	Station Supplies	\$12.36
<i>WAL-MART #1617 - Total For Fire-EMS Operations</i>			<i>\$12.36</i>
WAL-MART #1617	Human Resources	1 coffee pot, creamer, sugar, muffins/pastrie	\$67.47
<i>WAL-MART #1617 - Total For Human Resources</i>			<i>\$67.47</i>
WAL-MART #1617	Ice Arena - Concessions	CONCESSIONS - Butter	\$39.84
<i>WAL-MART #1617 - Total For Ice Arena - Concessions</i>			<i>\$39.84</i>
WAL-MART #1617	Police Administration	GROCERY STORES, SUPERMARKETS refreshm	\$31.61
<i>WAL-MART #1617 - Total For Police Administration</i>			<i>\$31.61</i>
WAL-MART #1617	Rec Center - Operations	40th Anniversary Supplies; Aquatics office Su	\$72.16
<i>WAL-MART #1617 - Total For Rec Center - Operations</i>			<i>\$72.16</i>
WAL-MART #1617	Refuse - Commercial	BUILDING SUPPLIES	\$10.52

<i>WAL-MART #1617 - Total For Refuse - Commercial</i>			<i>\$10.52</i>
WAL-MART #1617	Refuse - Residential	SUPPLIES FOR COMB BLDG/SPECIAL WASTE	\$18.88
<i>WAL-MART #1617 - Total For Refuse - Residential</i>			<i>\$18.88</i>
WAL-MART #1617	WWTP Operations	Ice	\$9.16
<i>WAL-MART #1617 - Total For WWTP Operations</i>			<i>\$9.16</i>
WAL-MART #1617 - ALL DEPARTMENTS			\$509.89

WAL-MART #3778

WAL-MART #3778	City Council	Meeting Expenses	\$38.22
<i>WAL-MART #3778 - Total For City Council</i>			<i>\$38.22</i>
WAL-MART #3778	Fire-EMS Operations	Station Supplies	\$13.94
<i>WAL-MART #3778 - Total For Fire-EMS Operations</i>			<i>\$13.94</i>
WAL-MART #3778	Fire-EMS Prevent & Inspect	Poster frames for PIO displays	\$17.96
<i>WAL-MART #3778 - Total For Fire-EMS Prevent & Inspect</i>			<i>\$17.96</i>
WAL-MART #3778	Rec Center - Classes	Nerf Guns for Rental Parties at CRC	\$47.89
<i>WAL-MART #3778 - Total For Rec Center - Classes</i>			<i>\$47.89</i>
WAL-MART #3778	Rec Center - Operations	40th Anniversary Foods	\$37.02
<i>WAL-MART #3778 - Total For Rec Center - Operations</i>			<i>\$37.02</i>
WAL-MART #3778 - ALL DEPARTMENTS			\$155.03

WARDWELL WATER & SEW

WARDWELL WATER & SEW	RWS - Booster Stations	Water Usage - Booster Supplies	\$31.54
<i>WARDWELL WATER & SEW - Total For RWS - Booster Stations</i>			<i>\$31.54</i>
WARDWELL WATER & SEW - ALL DEPARTMENTS			\$31.54

WEAR PARTS INC

WEAR PARTS INC	Refuse - Residential	SNAP RINGS 222285 SIDE LOAD 2017	\$5.16
<i>WEAR PARTS INC - Total For Refuse - Residential</i>			<i>\$5.16</i>
WEAR PARTS INC - ALL DEPARTMENTS			\$5.16

Wear Parts, Inc.

Wear Parts, Inc.	Refuse - Residential	Supplies for container repairs & maintenanc	\$748.16
<i>Wear Parts, Inc. - Total For Refuse - Residential</i>			<i>\$748.16</i>

Wear Parts, Inc. - ALL DEPARTMENTS \$748.16

WEST PLAINS ENGINEER

WEST PLAINS ENGINEER Capital Projects Fund Ford Wyoming Center Fire Alarm \$2,000.00

WEST PLAINS ENGINEER - Total For Capital Projects Fund \$2,000.00

WEST PLAINS ENGINEER - ALL DEPARTMENTS \$2,000.00

WESTERN WATER CONSUL

WESTERN WATER CONSUL Capital Projects Fund Engineering - Midwest Ave from \$1,818.90

WESTERN WATER CONSUL - Total For Capital Projects Fund \$1,818.90

WESTERN WATER CONSUL - ALL DEPARTMENTS \$1,818.90

WESTLAND PARK-RED BU

WESTLAND PARK-RED BU Sewer Fund Retail Sewer Revenue/Sewer Billing/Admin F \$3,957.00

WESTLAND PARK-RED BU Sewer Fund Retail Sewer Revenue/Sewer Billing/Admin F (\$395.70)

WESTLAND PARK-RED BU - Total For Sewer Fund \$3,561.30

WESTLAND PARK-RED BU WWTP Revenue and Transfer Retail Sewer Revenue/Sewer Billing/Admin F (\$1,728.71)

WESTLAND PARK-RED BU - Total For WWTP Revenue and Transfers (\$1,728.71)

WESTLAND PARK-RED BU - ALL DEPARTMENTS \$1,832.59

WICKLANDER ZULAWSKI

WICKLANDER ZULAWSKI Police Career Services MANAGEMENT, CONSULTING AND PUBLIC R (\$515.00)

WICKLANDER ZULAWSKI Police Career Services MANAGEMENT, CONSULTING AND PUBLIC R (\$495.00)

WICKLANDER ZULAWSKI - Total For Police Career Services (\$1,010.00)

WICKLANDER ZULAWSKI - ALL DEPARTMENTS (\$1,010.00)

WM SUPERCENTER

WM SUPERCENTER Police Grants Fund GROCERY STORES, SUPERMARKETS \$109.98

WM SUPERCENTER - Total For Police Grants Fund \$109.98

WM SUPERCENTER - ALL DEPARTMENTS \$109.98

WONDER WASH - TRIGOO

WONDER WASH - TRIGOO	Fire-EMS Operations	Car wash	\$6.00
<i>WONDER WASH - TRIGOO - Total For Fire-EMS Operations</i>			<i>\$6.00</i>
WONDER WASH - TRIGOO - ALL DEPARTMENTS			\$6.00

WPSG, INC.

WPSG, INC.	Fire-EMS Operations	Helmet Fonts	\$139.72
<i>WPSG, INC. - Total For Fire-EMS Operations</i>			<i>\$139.72</i>
WPSG, INC. - ALL DEPARTMENTS			\$139.72

WWW.FIORII.COM

WWW.FIORII.COM	Aquatics - Operations	PRPF Department leadership training	\$100.00
<i>WWW.FIORII.COM - Total For Aquatics - Operations</i>			<i>\$100.00</i>
WWW.FIORII.COM	Buildings & Structures Fund	PRPF Department leadership training	\$100.00
<i>WWW.FIORII.COM - Total For Buildings & Structures Fund</i>			<i>\$100.00</i>
WWW.FIORII.COM	Cemetery	PRPF Department leadership training	\$100.00
<i>WWW.FIORII.COM - Total For Cemetery</i>			<i>\$100.00</i>
WWW.FIORII.COM	Golf - Operations	PRPF Department leadership training	\$100.00
<i>WWW.FIORII.COM - Total For Golf - Operations</i>			<i>\$100.00</i>
WWW.FIORII.COM	Hogadon - Operations	PRPF Department leadership training	\$100.00
<i>WWW.FIORII.COM - Total For Hogadon - Operations</i>			<i>\$100.00</i>
WWW.FIORII.COM	Ice Arena - Operations	PRPF Department leadership training	\$100.00
<i>WWW.FIORII.COM - Total For Ice Arena - Operations</i>			<i>\$100.00</i>
WWW.FIORII.COM	Parks - Parks Maint.	PRPF Department leadership training	\$100.00
<i>WWW.FIORII.COM - Total For Parks - Parks Maint.</i>			<i>\$100.00</i>
WWW.FIORII.COM	Rec Center - Admin	PRPF Department leadership training	\$100.00
<i>WWW.FIORII.COM - Total For Rec Center - Admin</i>			<i>\$100.00</i>
WWW.FIORII.COM	Weed & Pest Fund	PRPF Department leadership training	\$100.00
<i>WWW.FIORII.COM - Total For Weed & Pest Fund</i>			<i>\$100.00</i>
WWW.FIORII.COM - ALL DEPARTMENTS			\$900.00

WWW.WGGA.ORG

WWW.WGGA.ORG	Cemetery	WGGA Conference Tina Gollnick Miller Greni	\$450.00
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<i>WWW.WGGA.ORG - Total For Cemetery</i>			<i>\$450.00</i>
WWW.WGGA.ORG	Weed & Pest Fund	WGGA Conference Mark Brattis Jason Slotsv	\$1,125.00
WWW.WGGA.ORG	Weed & Pest Fund	WGGA Conference Tina Gollnick Miller Greni	\$675.00
WWW.WGGA.ORG	Weed & Pest Fund	WGGA Conference Matt Wilhelm Randy Nor	\$675.00
<i>WWW.WGGA.ORG - Total For Weed & Pest Fund</i>			<i>\$2,475.00</i>
WWW.WGGA.ORG - ALL DEPARTMENTS			\$2,925.00

WY ASSN OF MUNICIPAL

WY ASSN OF MUNICIPAL	City Council	WAM Winter Conference registration MB	\$230.00
<i>WY ASSN OF MUNICIPAL - Total For City Council</i>			<i>\$230.00</i>
WY ASSN OF MUNICIPAL - ALL DEPARTMENTS			\$230.00

WY. MACHINERY CO.

WY. MACHINERY CO.	Balefill - Baler Processing	Equipment repair to Pit Loader 141533	\$1,035.56
WY. MACHINERY CO.	Balefill - Baler Processing	Seal-O-Ring	\$16.74
WY. MACHINERY CO.	Balefill - Baler Processing	Compact Wheel Loader for MRF and compos	\$105,764.38
<i>WY. MACHINERY CO. - Total For Balefill - Baler Processing</i>			<i>\$106,816.68</i>
WY. MACHINERY CO.	Balefill - Disposal & Landfill	ELECTRICAL REPAIR ON 141402 COMPACTOR	\$507.36
WY. MACHINERY CO.	Balefill - Disposal & Landfill	SERVICE ON FORKLIFT 141400	\$845.45
<i>WY. MACHINERY CO. - Total For Balefill - Disposal & Landfill</i>			<i>\$1,352.81</i>
WY. MACHINERY CO.	Fleet Maintenance Fund	141501 Equipment repair	\$4,450.85
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	\$730.81
WY. MACHINERY CO.	Fleet Maintenance Fund	Equipment repair	\$546.79
WY. MACHINERY CO.	Fleet Maintenance Fund	Original debit invoice #WO7312480	(\$1,662.48)
WY. MACHINERY CO.	Fleet Maintenance Fund	Original debit invoice #WO7207207	(\$75.00)
<i>WY. MACHINERY CO. - Total For Fleet Maintenance Fund</i>			<i>\$3,990.97</i>
WY. MACHINERY CO.	Refuse - Recycling	FINAL SALE OF MRF FORKLIFT	\$4,159.47
WY. MACHINERY CO.	Refuse - Recycling	906M MACHINE WARRENTY	\$3,000.00
<i>WY. MACHINERY CO. - Total For Refuse - Recycling</i>			<i>\$7,159.47</i>
WY. MACHINERY CO. - ALL DEPARTMENTS			\$119,319.93

WYATT ELECTRIC INC.

WYATT ELECTRIC INC.	Risk Management	Claim 2023006 ins. new AMP service & elect	\$24,500.00
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WYATT ELECTRIC INC. - Total For Risk Management \$24,500.00

WYATT ELECTRIC INC. - ALL DEPARTMENTS \$24,500.00

WYCOMP, INC.

WYCOMP, INC. RWS - Guardian Collection of Samples - GWG - Testing \$1,460.00

WYCOMP, INC. - Total For RWS - Guardian \$1,460.00

WYCOMP, INC. - ALL DEPARTMENTS \$1,460.00

WYOMING STEEL & RECY

WYOMING STEEL & RECY Balefill - Diversion & Special Freon Removal from Refrigerators \$800.00

WYOMING STEEL & RECY Balefill - Diversion & Special Freon Removal from Refrigerators \$1,025.00

WYOMING STEEL & RECY Balefill - Diversion & Special Freon Removal from Refrigerators \$950.00

WYOMING STEEL & RECY - Total For Balefill - Diversion & Special \$2,775.00

WYOMING STEEL & RECY - ALL DEPARTMENTS \$2,775.00

WYOMING WORK WAREHOU

WYOMING WORK WAREHOU Regional Water Operations Muck Boots & Winter Gloves - Safety Suppli \$164.32

WYOMING WORK WAREHOU - Total For Regional Water Operations \$164.32

WYOMING WORK WAREHOU - ALL DEPARTMENTS \$164.32

XEROX CORPORATION

XEROX CORPORATION Regional Water Operations Copier Usage - Office Supplies \$200.51

XEROX CORPORATION - Total For Regional Water Operations \$200.51

XEROX CORPORATION - ALL DEPARTMENTS \$200.51

XRAYZERO.COM

XRAYZERO.COM Police Administration COMPUTER SOFTWARE STORES-drone purch \$2,833.00

XRAYZERO.COM - Total For Police Administration \$2,833.00

XRAYZERO.COM - ALL DEPARTMENTS \$2,833.00

CITYWIDE BILLS AND CLAIMS TOTAL

\$2,498,197.97

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
 02/21/23

Additional Accounts Payable

02/02/23

Prewrits - Travel Reimbursements

Adam Uhrich - Travel Reimbursement	407.00
Jeff Broneck - Travel Reimbursement	221.25
Jon Schlager - Travel Reimbursement	379.50
Donald Bauer - Travel Reimbursement	221.25
Chris Miller - Travel Reimbursement	379.50
Courtney Brakenrich - Travel Reimbursement	280.25
	1,888.75
	1,888.75


02/09/23



Prewrits - Travel Reimbursement, Petty Cash & Sales Tax

Michelle Bahe - Travel Reimbursement	230.45
First Interstate Bank - Petty Cash (Municipal Court)	40.00
State of Wyo - Dept. of Revenue - Sales tax	660.17
	930.62

Total Additional AP \$ 2,819.37

February 17, 2023

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

FROM: Eric Nelson, City Attorney 
Jacqueline K. Brown, Deputy City Attorney 

SUBJECT: An Ordinance Amending Casper Municipal Court Chapter 1.04 – General Provisions.

Meeting Type & Date:

Regular Council Meeting
February 21, 2023

Action type:

Conduct a Public Hearing and First Reading regarding An Ordinance Amending Chapter 1.04 – General Provisions

Recommendation:

That City Council conduct Public Hearing and First Reading of the referenced ordinance.

Summary:

At the Council's Pre-Meeting held on January 17, 2023, Council discussed a preference for using the word "councilor" in the code. Council did provide a thumbs up to make the word "councilor" the preference when addressing individual councilors. Several of the ordinances used various terms to describe council member(s). Staff is recommending an amendment to City Ordinance 1.04.020(3) the definition of "city council" or "council".

The City Attorney's Office also became aware that Wyoming Rules of Criminal Procedure as well as other court rules of procedure and/or statutes regarding procedures are referenced in certain ordinances. Staff is recommending that the various statutes and/or court rules of procedure be located under the General Provisions section of the City Ordinance; hence the recommendation for the adoption of the new section 1.04.025.

The proposed adoption of the rules and procedures related to criminal justice are rules and statutes that city departments (municipal court, city attorney and law enforcement) use routinely and often in their ordinary course of business. Wyoming Statute §5-6-106 provides that the rules and procedures used in state court actions shall also be used by municipal courts. The city departments involved in the criminal justice process have always used them.

Just like the word “council member” or “council person” appears differently in different city ordinances, so do some of these rules and procedures. The proposed recommendations make our ordinance very clear and saves on publication costs to have the rules and procedures stated in the general provision ordinance, rather than amending several ordinances where they are currently referenced.

Staff is recommending the various court rules and state procedural statutes be adopted in their entirety as outlined in the proposed ordinance, attached, with one exception. Given that Municipal Court’s authority extends to misdemeanor cases only, the City Attorney’s Office has recommended that as it relates to police procedure, and specifically Wyoming Statute 7-2-105(s) that modifications of that state statute be made to be consistent with the penalties in municipal court. Specifically, staff is recommending that a violation of the ordinance would result in imprisonment be for no more than one hundred eighty (180) days and a fine of not more than \$750, or both. The state statute provides that the punishment would be a fine of not more than ten thousand (\$10,000.00) dollars, imprisonment for not more than five (5) years, or both. Wyoming Statute 7-2-105, in relevant part, states as follows:

(r) Law enforcement agencies shall preserve biological material that was seized or recovered as evidence in the investigation or prosecution that resulted in a conviction or adjudication as a delinquent for a crime of violence and not consumed in previous DNA testing. The biological material shall be preserved for five (5) years or, except as provided in this section, for as long as any person incarcerated in connection with the case or investigation remains in custody, whichever is longer. Notwithstanding any provisions to the contrary in this section, effective July 1, 2008 a law enforcement agency may dispose of the biological material after five (5) years if the law enforcement agency notifies any person who remains incarcerated in connection with the investigation or prosecution and any counsel of record for such person, or if there is no counsel of record, the state public defender, of the intention to dispose of the evidence and the law enforcement agency affords the person not less than one hundred eighty (180) days after the notification to file a motion for DNA testing or preservation of the biological material. The law enforcement agency shall not be required to preserve evidence that is required to be, and has been, returned to its rightful owner, or is of such a size, bulk or physical character as to render retention impracticable. If practicable, the law enforcement agency shall remove and preserve representative portions of the biological material sufficient to permit future DNA testing before returning or disposing of the material.

(s) Whoever willfully or maliciously destroys, alters, conceals or tampers with evidence that is required to be preserved under subsection (r) of this section with the intent to impair the integrity of that evidence, to prevent that evidence from being subjected to DNA testing or to prevent the production or use of that evidence in an official proceeding shall upon conviction be subject to a fine of not more than ten thousand dollars (\$10,000.00), imprisonment for not more than five (5) years, or both.

When you first read the provisions, someone might question their relevance of the statute(s) as it relates to Casper's municipal court. As you know, Municipal Court is a misdemeanor only court. Some may question why there would be a need for biological material seized or recovered to be used in municipal court cases. While our court does NOT prosecute felony cases, there sometimes is an overlap. For example, the police are called for a crime involving disturbing the peace (a municipal court case). During their investigation the police find evidence that a felony crime has occurred. It is not unusual for that person to be charged in municipal court for the disturbing the peace. That same Defendant may face felony charges in state or federal courts. Alternatively, cases may be written up as a felony case and for one reason or another, end up being charged in municipal court rather than the State court.

Ordinance as proposed:

The proposed ordinance is attached. Staff is recommending City Ordinance 1.04.020 - "Definitions and interpretation of language" (3) "city council" or "council" to have the following language:

3. "City council" or "council" means the city council of the city of Casper, Wyoming. **The words council member, public member, public official, council person, councilor, councilman, councilwoman, councilmen, and councilwomen are all synonymous with each other and reference the member(s) of the council. The preferred reference for individual council members is councilor.**

Staff is also recommending a new proposed ordinance, 1.04.025 "Procedures adopted", which would read as follows:

1.04.025 Procedures adopted

The Wyoming Rules of Civil Procedure; the Wyoming Rules of Criminal Procedure; the Wyoming Rules Governing Access to Court Records; The Wyoming Rules Governing Redactions from Court Records; the Wyoming Rules of Evidence, the Wyoming Rules of Appellate Procedure; the Rules and Fees and Costs for Municipal Courts, Sections 7-2-101 to 7-2-107 inclusive, of the Wyoming Statutes, as they may be amended from time to time, except as provided below, are adopted by reference and incorporated in this section as part of this section as fully as if completely set out in full herein except the following section of Wyoming Statute Section 7-2-105(s) shall be amended to read as follows:

Section 7-2-105(s): Whoever willfully or maliciously destroys, alters, conceals or tampers with evidence that is required to be preserved under subsection (r) of this section with the intent to impair the integrity of that evidence, to prevent that evidence from being subjected to DNA testing or to prevent the production or use of that evidence in an official proceeding shall upon conviction be subject to a fine of not more than ~~ten thousand dollars (\$10,000.00),~~ seven hundred and fifty dollars (\$750.00), imprisonment for not more than ~~five (5) years~~ one hundred and eighty (180) days, or both.

Financial Considerations:

The Casper Police Department will have an additional crime to charge if appropriate, which may take more time to complete. Similarly, charging someone for an offence with possible incarceration may require additional appointments of court appointed attorneys for indigent defendants.

Oversight/Project Responsibility

City Council - City Attorney's Office
Casper Police Department

Attachments

Proposed ordinance.

ORDINANCE NO.

AN ORDINANCE AMENDING CASPER MUNICIPAL CODE
CHAPTER 1.04 - GENERAL PROVISIONS.

WHEREAS, the governing body of the City of Casper has the authority granted by Wyoming State Statute §5-6-106 Procedure generally; additional rules may be provided by ordinance; and Wyoming Statutes §15-1-103(a)(xviii), xvi(C) and (xli) to adopt ordinances and resolutions necessary to protect the health, safety and welfare of the City and of its citizenry; and,

WHEREAS, the governing body of the City of Casper may perform acts authorized by the powers granted by the state in relation to the concerns of the city; and,

WHEREAS, the governing body of the City of Casper, Wyoming desires to amend Chapter 1.04 of the Casper Municipal Code to update the General Provisions referenced therein.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that Chapter 1.04 is amended and shall be codified as follows:

1.04.010 How code designated and cited.

The ordinances and resolutions embraced in this chapter and the following chapters and sections shall constitute and be designated as "The Code of the City of Casper, Wyoming," and may be so cited. The code may also be cited as the "Casper Municipal Code."

1.04.020 Definitions and interpretation of language.

In the construction of this code and of all ordinances and resolutions of the city, the following definitions and rules of construction shall be observed, unless they are inconsistent with the manifest intent of the city council or the context clearly requires otherwise:

1. Bond. When a bond is required, an undertaking in writing shall be sufficient.
2. "City" means the city of Casper, in the county of Natrona, in the state of Wyoming.
3. "City council" or "council" means the city council of the city of Casper, Wyoming. **The words council member, public member, public official, council person, councilor, councilman, councilwoman, councilmen, and councilwomen are all synonymous with each other and reference the member(s) of the council. The preferred reference for individual council members is councilor.**
4. "City manager" means the city manager of the city of Casper, Wyoming.
5. Computation of Time. The time within which an act is to be done shall be computed by excluding the first and including the last day; and if the last day is Sunday, that day shall be excluded.
6. "County" means the county of Natrona, in the state of Wyoming.

7. Gender. Words importing the masculine gender include the feminine and neuter.
8. "In the city" means and includes any territory within the corporate limits of the city of Casper, Wyoming, and the police jurisdiction thereof, and any other territory over which regulatory power has been conferred on the city by general or specific act, except as otherwise specified.
9. Joint Authority. All words giving a joint authority to three or more persons or officers shall be construed as giving such authority to a majority of such persons or officers.
10. "Month" means a calendar month.
11. Number. Words used in the singular include the plural and words used in the plural include the singular.
12. Oath. The word "oath" means and includes an affirmation in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases the words "swear" and "sworn" are equivalent to the words "affirm" and "affirmed."
13. Or, And. The word "or" may be read as "and," and the word "and" as "or," where the sense requires it.
14. "Owner," applied to a building or land, means and includes not only the owner of the whole, but any part owner, joint owner, tenant in common or joint tenant of the whole or a part of such building or land, and shall include any agent of such owner, and where such owner is a body corporate, it shall include the managing agent or officer within the city.
15. "Person" means and includes a firm, partnership, association of persons, corporation, organization or any other group acting as a unit, as well as an individual.
16. "Personal property" means and includes every species of property, except real property.
17. Preceding, Following. The words "preceding" and "following" mean next before and next after, respectively.
18. "Property" means and includes real, personal and mixed property.
19. "Real property" means and includes lands, tenements and hereditaments.
20. Shall, May. The word "shall" is mandatory and "may" is permissive.
21. "Sidewalk" means any portion of a street between the curblin and the adjacent property line intended for the use of pedestrians.
22. "Signature" or "subscription" means a mark when the person cannot write, when his name is written near such mark and is witnessed by a person who writes his own name as a witness.
23. "State" means the state of Wyoming.
24. "Street" means and includes public streets, avenues, boulevards, highways, roads, alleys, lanes, viaducts, bridges and the approaches thereto and all other public thoroughfares in the city.
25. "Tenant" and "occupant," applied to a building or land, mean any person who occupies the whole or a part of such building or land, whether alone or with others.

26. Time. Words used in the past or present tense include the future as well as the past and present.
27. Writing, Written. The words "writing" and "written" mean and include typewriting, printing on paper and any other mode of representing words and letters.
28. "Year" means a calendar year.

1.04.025 Procedures adopted

The Wyoming Rules of Civil Procedure; the Wyoming Rules of Criminal Procedure; the Wyoming Rules Governing Access to Court Records; The Wyoming Rules Governing Redactions from Court Records; the Wyoming Rules of Evidence, the Wyoming Rules of Appellate Procedure; the Rules and Fees and Costs for Municipal Courts, Sections 7-2-101 to 7-2-107 inclusive, of the Wyoming Statutes, as they may be amended from time to time, except as provided below, are adopted by reference and incorporated in this section as part of this section as fully as if completely set out in full herein except the following section of Wyoming Statute Section 7-2-105(s) shall be amended to read as follows:

Section 7-2-105(s): Whoever willfully or maliciously destroys, alters, conceals or tampers with evidence that is required to be preserved under subsection (r) of this section with the intent to impair the integrity of that evidence, to prevent that evidence from being subjected to DNA testing or to prevent the production or use of that evidence in an official proceeding shall upon conviction be subject to a fine of not more than ~~ten thousand dollars (\$10,000.00)~~, seven hundred and fifty dollars (\$750.00), imprisonment for not more than ~~five (5) years~~ one hundred and eighty (180) days, or both.

1.04.030 Continuation of regulations.

The provisions appearing in this code, so far as they are the same as the code and ordinances and resolutions existing at the time of the adoption of this code, shall be considered as a continuation thereof and not as new enactments.

1.04.040 Catchlines of sections.

The catchlines of the sections of this code printed in boldface type are intended as mere catchwords to indicate the contents of the sections and shall not be deemed or taken to be titles of such sections, nor as any part of any section, nor unless expressly so provided, shall they be so deemed when any section, including its catchline, is amended or reenacted.

1.04.050 Repeals shall not revive any ordinance.

When any ordinance repealing a former ordinance, clause or provision shall be itself repealed, such repeal shall not be construed to revive such former ordinance, clause or provision, unless it shall therein be so expressly provided.

1.04.060 Constitutionality.

If for any reason any part, section, subsection, sentence, clause or phrase of this code, or the application thereof to any person or circumstance, is declared to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this code.

1.04.070 Violations—Aiding and abetting.

Every person who commits, attempts to commit, conspires to commit, or aids or abets in the commission of any act declared in the code of the city to be a crime, whether individually or in connection with one or more persons or as a principal agent or accessory, shall be guilty of such offense, and every person who falsely, fraudulently, forcibly or willfully induces, causes, coerces, requires, permits or directs another to violate any provision of the code of the city is likewise guilty of such offense.

The remainder of this page is intentionally left blank

PASSED on 1st reading the ____ day of _____, 2023.

PASSED on 2nd reading the ____ day of _____, 2023.

PASSED, APPROVED, AND ADOPTED on third and final reading the _____ day of _____, 2023.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

ORDINANCE NO. 4-23

AN ORDINANCE AMENDING CASPER MUNICIPAL CODE
CHAPTER 1.04 - GENERAL PROVISIONS.

WHEREAS, the governing body of the City of Casper has the authority granted by Wyoming State Statute §5-6-106 Procedure generally; additional rules may be provided by ordinance; and Wyoming Statutes §15-1-103(a)(xviii), xvi(C) and (xli) to adopt ordinances and resolutions necessary to protect the health, safety and welfare of the City and of its citizenry; and,

WHEREAS, the governing body of the City of Casper may perform acts authorized by the powers granted by the state in relation to the concerns of the city; and,

WHEREAS, the governing body of the City of Casper, Wyoming desires to amend Chapter 1.04 of the Casper Municipal Code to update the General Provisions referenced therein.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that Chapter 1.04 is amended and shall be codified as follows:

1.04.010 How code designated and cited.

The ordinances and resolutions embraced in this chapter and the following chapters and sections shall constitute and be designated as "The Code of the City of Casper, Wyoming," and may be so cited. The code may also be cited as the "Casper Municipal Code."

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4. "City manager" means the city manager of the city of Casper, Wyoming.
5. Computation of Time. The time within which an act is to be done shall be computed by excluding the first and including the last day; and if the last day is Sunday, that day shall be excluded.
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7. Gender. Words importing the masculine gender include the feminine and neuter.
8. "In the city" means and includes any territory within the corporate limits of the city of Casper, Wyoming, and the police jurisdiction thereof, and any other territory over which regulatory power has been conferred on the city by general or specific act, except as otherwise specified.
9. Joint Authority. All words giving a joint authority to three or more persons or officers shall be construed as giving such authority to a majority of such persons or officers.
10. "Month" means a calendar month.
11. Number. Words used in the singular include the plural and words used in the plural include the singular.
12. Oath. The word "oath" means and includes an affirmation in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases the words "swear" and "sworn" are equivalent to the words "affirm" and "affirmed."
13. Or, And. The word "or" may be read as "and," and the word "and" as "or," where the sense requires it.
14. "Owner," applied to a building or land, means and includes not only the owner of the whole, but any part owner, joint owner, tenant in common or joint tenant of the whole or a part of such building or land, and shall include any agent of such owner, and where such owner is a body corporate, it shall include the managing agent or officer within the city.
15. "Person" means and includes a firm, partnership, association of persons, corporation, organization or any other group acting as a unit, as well as an individual.
16. "Personal property" means and includes every species of property, except real property.
17. Preceding, Following. The words "preceding" and "following" mean next before and next after, respectively.
18. "Property" means and includes real, personal and mixed property.
19. "Real property" means and includes lands, tenements and hereditaments.
20. Shall, May. The word "shall" is mandatory and "may" is permissive.
21. "Sidewalk" means any portion of a street between the curblineline and the adjacent property line intended for the use of pedestrians.
22. "Signature" or "subscription" means a mark when the person cannot write, when his name is written near such mark and is witnessed by a person who writes his own name as a witness.
23. "State" means the state of Wyoming.
24. "Street" means and includes public streets, avenues, boulevards, highways, roads, alleys, lanes, viaducts, bridges and the approaches thereto and all other public thoroughfares in the city.
25. "Tenant" and "occupant," applied to a building or land, mean any person who occupies the whole or a part of such building or land, whether alone or with others.

26. Time. Words used in the past or present tense include the future as well as the past and present.
27. Writing, Written. The words "writing" and "written" mean and include typewriting, printing on paper and any other mode of representing words and letters.
28. "Year" means a calendar year.

1.04.025 Procedures adopted

The Wyoming Rules of Civil Procedure; the Wyoming Rules of Criminal Procedure; the Wyoming Rules Governing Access to Court Records; The Wyoming Rules Governing Redactions from Court Records; the Wyoming Rules of Evidence, the Wyoming Rules of Appellate Procedure; the Rules and Fees and Costs for Municipal Courts, Sections 7-2-101 to 7-2-107 inclusive, of the Wyoming Statutes, as they may be amended from time to time, except as provided below, are adopted by reference and incorporated in this section as part of this section as fully as if completely set out in full herein except the following section of Wyoming Statute Section 7-2-105(s) shall be amended to read as follows:

Section 7-2-105(s): Whoever willfully or maliciously destroys, alters, conceals or tampers with evidence that is required to be preserved under subsection (r) of this section with the intent to impair the integrity of that evidence, to prevent that evidence from being subjected to DNA testing or to prevent the production or use of that evidence in an official proceeding shall upon conviction be subject to a fine of not more than seven hundred and fifty dollars (\$750.00),-imprisonment for not more than one hundred and eighty (180) days, or both.

1.04.030 Continuation of regulations.

The provisions appearing in this code, so far as they are the same as the code and ordinances and resolutions existing at the time of the adoption of this code, shall be considered as a continuation thereof and not as new enactments.

1.04.040 Catchlines of sections.

The catchlines of the sections of this code printed in boldface type are intended as mere catchwords to indicate the contents of the sections and shall not be deemed or taken to be titles of such sections, nor as any part of any section, nor unless expressly so provided, shall they be so deemed when any section, including its catchline, is amended or reenacted.

1.04.050 Repeals shall not revive any ordinance.

When any ordinance repealing a former ordinance, clause or provision shall be itself repealed, such repeal shall not be construed to revive such former ordinance, clause or provision, unless it shall therein be so expressly provided.

1.04.060 Constitutionality.

If for any reason any part, section, subsection, sentence, clause or phrase of this code, or the application thereof to any person or circumstance, is declared to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this code.

1.04.070 Violations—Aiding and abetting.

Every person who commits, attempts to commit, conspires to commit, or aids or abets in the commission of any act declared in the code of the city to be a crime, whether individually or in connection with one or more persons or as a principal agent or accessory, shall be guilty of such offense, and every person who falsely, fraudulently, forcibly or willfully induces, causes, coerces, requires, permits or directs another to violate any provision of the code of the city is likewise guilty of such offense.

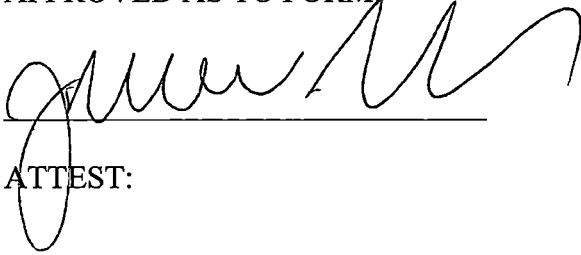
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PASSED on 1st reading the _____ day of _____, 2023.

PASSED on 2nd reading the _____ day of _____, 2023.

PASSED, APPROVED, AND ADOPTED on third and final reading the _____ day of _____, 2023.

APPROVED AS TO FORM:



A handwritten signature in black ink, appearing to read 'Fleur Tremel', is written over a horizontal line. The signature is cursive and somewhat stylized.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

January 17, 2023

MEMO TO: J. Carter Napier, City Manager *zwl*
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk *FT*
Carla Mills-Laatsch, Licensing Specialist *cmg*
SUBJECT: Public Hearing for Annual Renewal of Liquor Licenses.

Meeting Type & Date
Regular Council Meeting
February 21, 2023

Action type
Public Hearing
Minute Action

Recommendation

That Council, by minute action, authorize the annual renewal of all currently issued liquor licenses, contingent upon compliance with all other applicable codes, and with the stipulations and conditions previously placed on Retail Liquor License No. 6, Frosty's Bev, LLC., d/b/a Frosty's Lounge; No. 21, Occasion's by Cory Bar LLC d/b/a The Drinkery – Modern Bar + Venue by Cory; and No. 37, 307 Repair, INC., d/b/a Yellowstone Garage Bar and Grill.

Summary

State Statutes require that the City Council hold a public hearing each year prior to the renewal of City issued liquor licenses (complete list attached). This gives the public an opportunity to address City Council with any concerns they might have regarding the operation and management of a given establishment. It also affords City Council an opportunity to have certain liquor establishments appear and address any questions that City Council might have.

All liquor license applications must be certified as being complete by the Liquor Division of the Wyoming Department of Revenue. The Division has certified all 2023-2024 license applications as being complete.

Licenses with Stipulations

Unless removed by the City Council, the following licenses will retain the existing stipulations placed upon them:

- Retail Liquor License No. 6, Frosty Bev LLC, d/b/a. **Frosty Liquor**, has stipulations and conditions put in effect restricting Roger Hessler from ownership or interest in this liquor license.
- Retail Liquor License No. 36, Occasions by Cory Bar, LLC, d/b/a. **The Drinkery – A modern Bar + Venue by Cory**, has stipulations and conditions restricting this liquor license from being transferred to a new address.

- Retail Liquor License No. 37, 307 Repair, Inc., d/b/a **Yellowstone Garage Bar and Grill**, has stipulations and conditions restricting this liquor license from being transferred to a new address.

Police Report for 2022

The Casper Police Department has compiled a report of all calls for service at the address of each liquor dealer’s establishment in calendar year 2022. The Casper Police Department presented the report to City Council at the February 14, 2023 work session.

In August of 2019, the graduated fine schedule replaced the demerit points. For the first violation a fine of up to one hundred fifty dollars shall be imposed; for a second violation a fine of up to two hundred dollars shall be imposed; for a third violation a fine of up to two hundred fifty dollars shall be imposed. All violations after the first two in each calendar year shall require a representative of the licensee/permittee to appear at a regular meeting of the city council. Additionally, there is an option for administrative fees of one thousand dollars for the third violation of this chapter within any consecutive twenty-four-month period, and five thousand dollars for a fifth or subsequent violation within a consecutive twenty-four-month period.

The following is a summary of the liquor license dealers that failed the compliance check:

Establishment	License Type	Date	Disposition	Offense
Franks Butcher Shop	Retail	3/20/2022	Pled Guilty	Sale to minor
Sam’s Club	Retail	4/10/2022	Pled Guilty	Sale to minor
Roaring 22	Retail	4/10/2022	Pled Guilty	Sale to minor
Ramkota	Retail	5/6/2022	Pled Guilty	Sale to minor
The Office Bar and Grill	Retail	5/23/2022	Pled Guilty	Sale to minor
Sunrise Center	Retail	12/6/2022	Pled Guilty	Sale to minor
Local Liquor and Lounge	Retail	12/23/2022	Pending arraignment on 1.26.2023	Sale to minor
Firehouse Pizza Wood Fired	Restaurant	3/25/2022	Pled Guilty	Sale to minor
La Costa	Restaurant	3/25/2022	Pled Guilty	Sale to minor
Lime Leaf	Restaurant	4/10/2022	Pled Guilty	Sale to minor
Pizza Ranch	Restaurant	4/10/2022	Pled Guilty	Sale to minor
Denny’s	Restaurant	4/10/2022	Pled Guilty	Sale to minor
Taco’s Mexico	Restaurant	5/6/2022	Pled Guilty	Sale to minor
La Cocina	Restaurant	5/6/2022	Pled Guilty	Sale to minor
Don Juan	Restaurant	12/10/2022	Dismissed	Sale to minor
Pokes Investment	Restaurant	12/10/2022	Pled Guilty	Sale to minor
Fuzzy’s Taco Shop	Bar & Grill	3/20/2022	Pled Guilty	Sale to minor
The Fort Saloon N’ Eatery	Bar & Grill	5/6/2022	Not filed	Sale to minor

Frontier	Microbrewery	3/20/2022	Pending arraignment 1/31/2023	Sale to minor
Frontier	Microbrewery	12/6/2022	Pending bench trial 2/16/2023	Sale to minor
Stahoo's Brewery & Taproom	Microbrewery	12/10/2022	Pled Guilty	Sale to minor
Gruner Brothers	Microbrewery	12/27/2022	Pending arraignment 2/23/2023	Sale to minor
Backwards Distillery	Satellite	12/27/2022	Pending arraignment 2/23/2023	Sale to minor
Casper VFW Post 9439	Limited	3/25/2022	No Contest	Sale to minor
19 th Hole	Limited	5/23/2022	Pled Guilty	Sale to minor

Disclosed Felony and Alcohol Related Violations

All individuals, partners, officer of a club, or stockholders, limited liability companies, limited liability partnerships, and every officer and every director must disclose if they have been convicted of a felony violation or any violation related to the sale or manufacture of alcoholic liquor or malt beverages. Statutes require disclosure of convictions within ten (10) years prior to filing of the application. No applicant indicated they had any violations.

Restaurant and Bar & Grill Licenses – Food Service Requirements

Casper Municipal Code Sections 5.08.310 and 5.08.340 require the applicant for a Restaurant Liquor License or a Bar & Grill Liquor License to satisfy the City Council that the primary source of revenue from the operation of the restaurant be derived from food services and not from the sale of alcoholic liquor or malt beverages. City Council shall condition renewal of the licenses upon a requirement that not less than sixty percent (60%) of gross sales from the preceding twelve months' operations of a licensed restaurant or bar & grill, as reported by the applicant, be derived from food services. From the review of all applications, revenue from the sale of food exceeded sixty percent (60%) of gross sales for all but one of the restaurant and bar & grill applications.

Violations

No violations disclosed

Non-operational or “Parked” Licenses

An owner or holder can maintain a license in an inactive or ‘parked’ status for one year without having a functional physical building and not purchasing the required minimum amount of alcohol. Upon showing good cause by the licensee, the Council may grant a one-year extension of the non-operational status.

Current parked licenses are:

- 307 Enterprises, LLC d/b/a 307 Golf, located at 455 Thelma. May remain non-operational until August 3, 2023.

- Childs Corp. d/b/a La Cocina Mexican Restaurant, located at 4110 Centennial Hills Blvd. May remain non-operational until June 22, 2023.
 - This applicant is asking for the one-year extension for this liquor license.
- 307 Repair, INC., d/b/a Yellowstone Bar and Grill, located at 355 West Yellowstone Hwy. This establishment closed January 31, 2023. On February 9, 2023 city staff received an application to transfer this liquor license to Charger Holdings, LLC. This transfer will be heard at a future City Council meeting next month. If this is granted, the owner plans to sell the building and liquor license.

Extension requests

- Child's Corp d/b/a La Cocina located at 4110 Centennial Hills Blvd. This building is under construction and may remain non-operational until June 22, 2023. The applicant is requesting the optional one-year extension on their non-operational bar and grill liquor license. If this is granted, they will have to be operational by June 22, 2024.
- Johnson Restaurant Group, Inc. d/b/a CY Discount Liquor, located at 840 CY Avenue. This business remains open at this time. Originally, the transfer was approved for November 1, 2021. This applicant has a year extension. They will have to be operational by November 1, 2023.

Liquor Licenses Not Being Renewed

The following liquor license dealers have decided not to renew their liquor license:

- Childs Corp d/b/a La Cocina located at 321 East 'E' Street. This applicant plans on moving their business and changed their lease to month to month. In order to qualify for renewal a lease must go through the liquor license period, in this case that would be March 31, 2024. This applicant recently updated their lease to go through the licensing period. On February 10th, city staff received an application for a new restaurant liquor license for this establishment. They plan to open in October of 2023. This will be heard at a future City Council meeting next month.
 - Highend Hotel Group of America, LLC d/b/a Econo Lodge, located at 300 West 'F' Street. This hotel has been closed since October of 2022.
 - HA Baseball, LLC d/b/a Casper Horseheads Baseball Club, located at 330 Kati Lane. This baseball club is no longer in the City of Casper.

Application Deadlines

City Staff sent out renewal applications on Oct 25, 2022. City Council amended the liquor ordinances and set the due date every year for liquor licenses as the 2nd Monday of December. This year that date was December 12, 2022. The ordinance also included language that provided applications received 1-5 days late would incur a late fee of \$250, 6-10 days late would result in a late fee of \$500, and on day 11 the license would be considered abandoned. Two liquor dealers

did not meet this deadline, one paid a late fee of \$250 and one paid a late fee of \$500. They are as follows:

Establishment	License Type	Date received
Peachtree Hospitality Management	Resort	12/23/2022
Casper Rib and Chop, LLC	Retail	12/16/2022

Delinquent Sales Tax holds

If a liquor dealer fails to pay its state sales tax, the department of revenue will put their liquor license into a “delinquent sales tax hold” status.

The delinquent sales tax hold affects their ability to transfer their liquor license and purchase alcohol from the State Liquor Commission. In the event that they are in delinquent status the City Council could opt to suspend the license. All types of liquor licenses are subject to this statute.

As of February 16, 2023, there are no sales tax holds.

Renewal Year

After the public hearing, if City Council renews the liquor licenses, all renewed licenses will be effective for April 1, 2023, the beginning of the 2023-2024 license year.

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

- List of liquor licenses
- Affidavit of website publication
- Extension request letters from La Cocina
- Stipulations for Frosty’s Lounge, Urban Market Wines, and Yellowstone Garage
- City of Casper Liquor License Review
- Bond Schedule

CITY OF CASPER

BAR & GRILL APRIL 1, 2023 - MARCH 31, 2024

NO.	NAME	DBA	LOCATION
1	Sripaiboon, LLC	Dsasumo	320 West 1st Street
2	Firerock	FireRock Steakhouse	6100 East 2nd Street
3	OG of Casper, Inc	The Olive Garden Italian Restaurant #1828	5070 East 2nd Street
4	Casper Dave's, LLC	Wyoming Ale Works	5900 East 2nd Street
5	Johnny J's Bar & Grill, LLC	J's Pub & Grill	3201 SW Wyoming Blvd
6	Screamn' Hot Wyoming, LLC.	Buffalo Wild Wings	5071 East 2nd Street
7	Ujvary Enterprises, LLC.	The Fort Saloon N'Eatery	500 West 'F' Street
8	Marco's Coal Fired Pizza, LLC	Racca's Pizzeria Napoletana	430 South Ash Street
9	Moreno and Moreno, LLC	Guadalajara Mexican Restaurant	3350 CY Avenue
10	Casper Taco Shop	Fuzzy's Taco Shop	3243 Talon Dr St 400
11	71 SE Wyoming Blvd, INC	The Horse Palace	71 SE Wyoming Blvd
12	OC Casper, LLC	Old Chicago Restaurant	3580 E 2nd Street
13	Childs Corp	La Cocina	
	\$10,500/1st yr		
	\$3,000/Renewal		

CITY OF CASPER

MICROBREWERIES - APRIL 1, 2023 - MARCH 31, 2024

NO.	NAME	DBA	LOCATION
3	Skull Tree Brewing, LLC	Skull Tree Brewing	1530 Burlington
4	Brewstory LLC	Frontier Brewing Co	150 West 2nd Street
5	Gruner Brothers Brewing	Gruner Brothers Brewing	1301 Wilkins Circle
6	Mountain Hops Brewhouse, LLC	Mountain Hops Brewhouse	612 North Beverly Street
7	Oil City Beer Company, LLC	Oil City Beer Company	4155 Legion Lane Unit 4, 6 & 7
8	The Black Tooth Brewery Company, LLC	Black Tooth Brewing Company	322 South David Street Suite A
9	Stahoos Brewery and Taproom	Stahoos Brewery and Taproom	1015 East C Street
10	Bull Horn Brewing, LLC	Bull Horn Brewing	2027 East Yellowstone Until B

RESORT LIQUOR LICENSES- APRIL 1, 2023 - MARCH 31, 2024

NO.	NAME	DBA	LOCATION
1	Peachtree Hospitality Management, LLC	Hilton Garden Inn	1150 North Poplar Drive
2	Casper Inn, LLC	Holiday Inn	721 Granite Peak Drive
4	Casper Hospitality, LLC	Courtyard by Marriott	4260 Hospitality Lane
6	City of Casper	Hogadon Basin Ski Area	2500 West Hogadon
8	West Center Hospitality Ops, LLC	Best Western Downtown Casper Hotel	123 West 'E' Street

WINERY LIQUOR LICENSES- APRIL 1, 2023 - MARCH 31, 2024

NO.	NAME	DBA	LOCATION
1	Table Mountain Vineyards, LLC	Table Mountain Vineyards	731 East 2nd Street

DISTILLERY LIQUOR LICENSES- APRIL 1, 2023 - MARCH 31, 2024

NO.	NAME	DBA	LOCATION
1	Backwards Distillery	Backwards Distilling Company Satellite	214 South Wolcott Street

CITY OF CASPER			
LIMITED RETAIL LIQUOR LICENSES			
APRIL 1, 2023 - MARCH 31, 2024			
NO.	NAME	DBA	LOCATION
1	BPO ELKS #1353	Elks Lodge #1353	108 East 7th Street
2	Fraternal Order of Eagles #306	Eagles Lodge	306 North Durbin Street
4	Casper Shrine Club	Shrine Club	1501 West 39th Avenue
6	Casper Mustang Post VFW 10677	VFW Post 10677	420 North Elk Street
8	Casper VFW Memorial Post 9439	Casper VFW Memorial Post 9439	1800 Bryan Stock Trail
9	Cabin Creek Golf, LLC	Paradise Valley Country Club	70 Magnolia
10	Amoco Reuse Agreement Joint Powers Board	Three Crowns Golf Club	1601 King Blvd
11	City of Casper	The 19th Hole	2120 Allendale Blvd

CITY OF CASPER			
RESTAURANT LIQUOR LICENSES			
APRIL 1, 2023 - MARCH 31, 2024			
NO.	NAME	DBA	LOCATION
2	Wagons West Management LLC	Pizza Ranch - Casper	5011 East 2nd Street
5	Bosco's Inc	Bosco's	847 East 'A' Street
9	Shogun Restaurant Management, Inc.	Shogun Restaurant	3095 Talon Drive Ste #400
10	Los Espinos Inc	La Costa Mexican Restaurant	1600 East 2nd Street
18	Juan Rosales	Don Juan's Mexican Restaurant	144 South Center Street
19	KET LLC	Eggington's	229 East 2nd Street
21	Whelan Catering	House of Sushi	260 South Center Street
22	Uncle Freddie's of Wyoming Inc	Sanford's Grub & Pub	61 S E Wyoming Blvd
23	Alejandro Rosales	Taco's Mexico	2771A East 12th Street
29	JJM CW Hospitality Inc	Denny's Dinner	4220 Hospitality Lane
31	Himalayan Indian Cuisine, LLC.	Himalayan Indian Cuisine	232 East 2nd Street #100B
39	THW, Inc.	JS Chinese Restaruant	116 West 2nd Street
40	Yang & Zhang, Inc	Lime Leaf Asian Bistro	845 East 2nd Street
41	El Burro Loco, LLC	El Burro Loco	2333 East Yellowstone Hwy
42	Thai Kitchen Casper, LLC	Thai Kitchen	1120 East 12th Street
44	Occasions by Cory	Occasions Entertainment Group	303 South Wolcott
46	Movie Palace, Inc	Studio City Mesa Cinemas	3150 Talon Dr
47	Pokes Investments, LLC	Steamboat Deli & Outlet	251 South Center
48	Blues Gypsy, LLC	The Bluebird at the Cheese Barrel	544 South Center
49	MW & KW Corporation	Little Shop of Burgers	1040 North Center Street
50	Antojitos Shiwas, LLC	Antojitos Shiwas	611 West Collins

CITY OF CASPER
RETAIL LIQUOR LICENSES
APRIL 1, 2023 - MARCH 31, 2024

NO.	NAME	DBA	LOCATION
1	Tin Shack	Poplar Wine & Spirits	1016 South Poplar Street
2	Red Lobster Hospitality, LLC	Red Lobster	5010 East 2nd Street
3	307 Racing Management, Inc	307 Racing	739 North Center Street
4	The Office Bar & Grill, Inc.	The Office Bar and Grill	520 South Ash Street
5	307 Horse Racing Inc	307 Horse Racing	Blackmore
6	Frosty Bev, LLC	Frosty Liquor	520 South Center Street
7	One Two Nine, LLC	C85 @ The Branding Iron	129 West 2nd Street
8	Good to Go, LLC	Good 2 Go	1968 East Yellowstone Highway
9	Smith's Food & Drug Centers	Smith's #185	2405 CY Avenue
10	Armor's Restaurant, Inc.	Silver Fox Steakhouse	3422 South Energy Lane
11	Hayden & Loflin, Inc	Local Liquor & Lounge	4120 Centennial Hills Blvd Ste 200
12	Mesa Liquor	Mesa Liquor	3243 Talon
13	307 Enterprises LLC.	307 Golf	455 Thelma
14	R & M Development Co, Inc.	Ramkota	800 North Poplar Street
15	Wyoming Liquor, LLC.	Wyoming Discount Liquor	4330 East 2nd Street
16	Albertsons, LLC	Albertson's #62	2625 East 2nd Street
17	L & L Liquors, Inc	Liquor Shed	240 South Wyoming Blvd
18	Casper Chop House, LLC	Wyomings Rib and Chop	256 South Center Street
19	Ridley's Family Markets, Inc	Outfitter Liquor	1375 CY Avenue
20	Walmart Stores, Inc	Walmart Store #3778	4255 CY Avenue
21	Wyoming Downs OTB 12, LLC	Wyoming Downs OTB 12	1121 Wilkins Circle
22	Wyoming Spirits, LLC.	2nd Street Liquor & Wine	939 East 2nd St Ste 400 & 500
23	Johnson Restaurant Group, Inc.	CY Discount Liquor	840 CY Avenue
24	Alibi Bar & Lounge, Inc.B60	Alibi Bar & Lounge	1740 East Yellowstone
25	Albertsons Liquors, Inc.	Albertson's #60	1076 CY Avenue
26	FBS Casper, LLC	Franks Butcher House and Liquor	2024 CY Avenue
27	Alrog, Inc.	Moonlight Liquors	2305 East 12th Street
28	Sunrise Center Entertainment, LLC	Boomtown Blast	4370 South Poplar
29	Double C Hospitality, LLC	C85 @ Galles Liquor	748 East Yellowstone
30	Half Barrel, INC	Paradise Valley Liquors	401 Valley Drive
31	Sam's West, Inc	Sam's Club #6425	4600 East 2nd Street
32	Roaring 22, LLC.	The Gaslight Social	314 West Midwest Avenue
33	Moyle Petroleum	Outlet Liquor & Tobacco	627 North Poplar Street
34	Dorsey Van Galloway	El-Marko Lanes/Galloway's Irish Pub & Eatery	2800 CY Avenue
35	Global Spectrum, LP.	Ford Wyoming Events Center	1 Events Drive
36	Occasions by Cory Bar, LLC	The Drinkery - A Modern Bar + Venue by Cory	410 South Ash Street
37	307 Repair, Inc	Yellowstone Garage Bar and Grill	355 West Yellowstone



December 12, 2022

Casper City Councilmembers,

The construction of the new La Cocina at 4110 Centennial Hills Blvd that was granted a Bar & Grill Liquor license in July 2022 has experienced some delays in the construction process. We had planned to be open for business in June 2023. However, due to supply chain issues and construction delays we were unable to start the build until October 2022. We look to be open and operational by October 1, 2023.

We are requesting the renewal of our Bar and Grill Liquor License with the extension of our operational status to October of 2023.

Regards, Jim Childs

Owner, La Cocina Mexican Restaurant

RETAIL LIQUOR LICENSE NO. 6 FROSTY'S LOUNGE

CONDITIONS AND RESTRICTIONS

September 2011

THE FOLLOWING CONDITIONS AND RESTRICTIONS SHALL ATTACH TO AND BIND RETAIL LIQUOR LICENSE NUMBER 6, AND ANY OWNER(S) OR SUCCESSOR(S) THEREOF, AS WELL AS ALL OPERATIONS UNDER OR PURSUANT TO SAID LICENSE. SAID CONDITIONS AND RESTRICTIONS SHALL CONTINUE TO ATTACH TO AND BIND SAID LICENSE AND THE OWNER(S) THEREOF AND THEIR TRANSFEREES, SUCCESSORS OR ASSIGNS UNTIL OTHERWISE REMOVED OR RECINDED BY FORMAL ACTION BY THE CASPER CITY COUNCIL.

1. Rodger Hessler, or any corporation or other entity in which he may have or hold and interest shall not have any ownership or other legal interest in or to Retail Liquor License Number 6, or have any relationship as a partner, stockholder, manager, employee or otherwise with the holder of or any license transferee except as provided in Paragraph 2 below.
2. The holder of Retail Liquor License Number 6 acknowledges that Sandbar, Inc., owns the building and associated real property located at 520 South Center Street, Casper, Wyoming, the current location of Retail Liquor License Number 6, and that Sandbar, Inc. may be leasing, or otherwise selling this real property to the holder of or a future transferee of Retail Liquor License Number 6. Nothing herein contained shall be construed to prevent Sandbar, Inc., or Rodger Hessler, from leasing or otherwise selling said real property by contract for deed or by and through a note-mortgage transaction whereby Sandbar, Inc. or Rodger Hessler would be the Mortgagee thereunder. PROVIDED HOWEVER, in no event shall the consideration for any such sale or other transfer of the premises, by lease or otherwise be based upon a percentage of the revenue derived from sale of alcoholic or malt beverages under Retail Liquor Licenses Number 6.
3. Any violation of these Conditions and Restrictions shall entitle the City Council, upon notice and hearing, to revoke Retail Liquor License Number 6.

RETAIL LIQUOR LICENSE NO. 36 OCCASIONS BY CORY BAR, LLC

CONDITIONS AND RESTRICTIONS MAY 2014

THE FOLLOWING CONDITIONS AND RESTRICTIONS SHALL ATTACH TO AND BIND RETAIL LIQUOR LICENSE NUMBER 36 AND ANY OWNERS OR SUCCESSORS(S) THEREOF, AS WELL AS ALL OPERATIONS UNDER OR PURSUANT TO SAID LICENSE. SAID CONDITIONS AND RESTRICTIONS SHALL CONTINUE TO ATTACH TO AND BIND SAID LICENSE AND THE OWNERS(S) THEREOF AND THEIR TRANSFEREES, SUCCESSORS OR ASSIGNS UNTIL OTHER WISE REMOVED OR RESCINDED BY FORMAL ACTION BY THE CASPER CITY COUNCIL.

1. This Retail Liquor License shall be restricted to its use only at 410 South Ash, and shall not be eligible for transfer to any other location. Its use on the real property may be transferred to a new owner or lessee of the real property upon approval by the City of Casper, Wyoming as provided by law. Upon the termination of the use of this Retail Liquor License by the applicant, a subsequent purchaser, or lessee of the real property from the applicant, or by operation of law, this Retail Liquor License shall revert to, and become the sole and separate property of the City of Casper, Wyoming.
2. Additionally, in the event the applicant shall fail, for whatever reason, to acquire a fee simple interest in the adjacent property, as described in the Real Estate Purchase Agreement between the applicant and the City of Casper, within two (2) years of the date of Purchase Agreement, the City shall have the absolute right to revoke Retail Liquor License No. 36 at the end of this two (2) year purchase period. The applicant understands, and agrees to the City's right to revoke this Retail Liquor License pursuant to this condition, which shall survive the closing of the Purchase Agreement.
3. This Restaurant Liquor License shall be restricted to its use only on Lot 2, OYD No. 2 Subdivision to the City of Casper, Wyoming (the "real property"), 410 South Ash, and shall not be eligible for transfer to any other location. Its use on the real property may be transferred to a new owner or lessee of the real property upon approval by the City of Casper, Wyoming as provided by law. Upon the termination of the use of this Restaurant Liquor License by the applicant, a subsequent purchaser, or lessee of the real property from the applicant, or by operation of law, this Restaurant Liquor License shall revert to, and become the sole and separate property of the City of Casper, Wyoming.

RETAIL LIQUOR LICENSE NO. 37 307 REPAIR INC.

CONDITIONS AND RESTRICTIONS SEPTEMBER 2016

THE FOLLOWING CONDITIONS AND RESTRICTIONS SHALL ATTACH TO AND BIND RETAIL LIQUOR LICENSE NUMBER 37 AND ANY OWNERS OR SUCCESSORS(S) THEREOF, AS WELL AS ALL OPERATIONS UNDER OR PURSUANT TO SAID LICENSE. SAID CONDITIONS AND RESTRICTIONS SHALL CONTINUE TO ATTACH TO AND BIND SAID LICENSE AND THE OWNERS(S) THEREOF AND THEIR TRANSFEREES, SUCCESSORS OR ASSIGNS UNTIL OTHER WISE REMOVED OR RESCINDED BY FORMAL ACTION BY THE CASPER CITY COUNCIL.

1. This Retail Liquor License shall be restricted to its use only at 355 West Yellowstone, and shall not be eligible for transfer to any other location. Its use on the real property may be transferred to a new owner or lessee of the real property upon approval by the City of Casper, Wyoming as provided by law. Upon the termination of the use of this Retail Liquor License by the applicant, a subsequent purchaser, or lessee of the real property from the applicant, or by operation of law, this Retail Liquor License shall revert to, and become the sole and separate property of the City of Casper, Wyoming.

Ordinance	Title	Bond In Lieu of Appearance or Must Appear	Fine inclusive of Court costs
5.08.420	Sell Alcohol to Minor - 1st Offense	120	120
5.08.420	Sell Alcohol to Minor - 2nd Offense	Must Appear	250
5.08.430(A)	Providing Alcohol to a Minor	Must Appear	120
5.8.430(B)(1)	Minor purchases alcohol	Must Appear	120
5.8.430(B)(2)	Minor solicits purchase of alcohol	Must Appear	120
5.8.430(B)(3)	Minor Possesses Alcohol	Must Appear	120
5.8.430(B)(4)	Minor Consumes Alcohol	Must Appear	120
5.8.430(B)(5)	Minor with Measurable BAC	Must Appear	250
5.8.430(B)(6)	Minor Enters Liquor Establishment	Must Appear	120
5.8.430(B)(7)	Minor Dispenses or Sells Alcohol	Must Appear	120
5.8.430(E)	Minor with Fake ID	Must Appear	120
5.08.450	Minor with False Proof of Age	Must Appear	120

2022

City of Casper Liquor License Review



Robert Grant
CITY OF CASPER POLICE DEPARTMENT

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February 2, 2023

TO: J. Carter Napier, City Manager *JCN*
FROM: Keith McPheeters, Chief of Police *KMCP 307*
SUBJECT: Annual City of Casper Liquor License Review and Report

Meeting Type & Date
Work Session, February 14, 2023

Recommendation
Information only.

Summary
Attached is the annual City of Casper Liquor License Review for the 2022 calendar year. Similar to last year, no licensed establishments created an overwhelming, inordinate police response. Some establishments saw decreases in their demand for police services and should be congratulated. A few establishments saw significant increases in calls for police services. The most significant increase may possibly be related to the introduction of gambling this year, compared with the same location last year.

In accordance with State of Wyoming grant funding, multiple compliance operations were conducted during the calendar year. Twenty-five (25) businesses failed the compliance check, up 67% from the fifteen (15) that occurred the prior year. Only one (1) establishment had more than one failure during this year’s compliance operations. However, three (3) establishments from this year also failed a compliance check last year.

Across all licensed establishments throughout the entire year, Casper Police responded to calls for service associated with licensed liquor establishments a total of five-hundred and forty (540) more times than last year, a 26.8% increase.

In this report will be a visual indication on how individual licensed establishments compared to last year’s calls for police services at their location. Following the number of total calls for service for each establishment will be an indication of call increases, in red, decreases, in green, or NC for no change. New establishments are marked N/A. Statistically relevant changes occurred at the following establishments:

307 Racing	(+814%)
2 nd Street Liquor and Wine	(+700%)
Gaslight Social	(+387%)
Albertsons Liquors #60	(+57%)
Ramkota Hotel	(+35.8%)
The Horse Palace	(+33%)
Smith’s Food and Drug	(+21.1%)
Econo Lodge	(-18.1%)

The following data represents relevant alcohol-related crimes and calls for service for 2022, compared to 2021.

	2022	2021	% Change
DUIs	310	294	5.4%
Public Intoxication	320	291	10.0%
Minor Possession of Alcohol	22	66	-66.7%
REDDI Calls	693	675	2.7%
DUI Accidents	63	74	-14.9%
Alcohol Related Accidents	80	90	-11.1%
Alcohol Related Incidents	1174	1262	-7.0%
Average BAC	0.166	0.163	1.8%

Although the number of alcohol related crashes declined, there is anecdotal evidence that the *severity* of the alcohol involved crashes increased.

Through increased training, such as ARIDE, the Department’s capacity to investigate and apprehend drivers with lower BACs has improved, resulting in persons being arrested with lower BAC averages, thus bringing down the overall BAC at time of arrest. However, the aforementioned anecdotal observations indicates the average BAC of drivers at the scene of a crash has significantly increased.

The Department has no recommendations for any adjustments to enforcement changes or for Council driven policy or ordinance changes.

Attachments

2022 City of Casper Liquor License Review

2022 Alcohol Compliance Summary

Retailer	Incident Number	Date	Violation	Cited for CO5.08.420 – Gift/Selling Liquor To A Minor	Citation Number	Court Date & Adjudication
3243 TALON DR SUITE 400; FUZZY'S TACO SHOP	22-016757	3/20/2022 3:42:00 PM	CO5.08.420	YES	93179P	05/20/2022 Plead Guilty – fine \$120
2024 CY AVE; Frank's Butcher Shop	22-016771	3/20/2022 4:42:00 PM	CO5.08.420	YES	93180P	05/05/2022 Plead Guilty - \$120 fine
395 NEWPORT SUITE 1; FIREHOUSE PIZZA WOOD FIRED	22-018012	3/25/2022 4:05:00 PM	CO5.08.420	YES	92669P	04/25/2022 Plead Guilty – fine \$120
1800 BRYAN STOCK TRL; Casper VFW Memorial Post 9439	22-018038	3/25/2022 6:30:00 PM	CO5.08.420	YES	92668P	04/25/2022 Plead No Contest – fine \$120
1600 E 2ND ST; LA COSTA RESTAURANT	22-018046	3/25/2022 7:06:00 PM	CO5.08.420	YES	92667P	04/25/2022 Plead Guilty – fine \$120
845 E 2ND ST; LIME LEAF ASIAN BISTRO	22-021575	4/10/2022 1:34:00 PM	CO5.08.420	YES	93215P	Paid \$120 fine at the window 06/10/2022
5011 E 2ND ST; PIZZA RANCH	22-021583	4/10/2022 2:18:00 PM	CO5.08.420	YES	93216P	05/25/2022 Plead Guilty - \$120 fine
4600 E 2ND ST; SAMS CLUB	22-021586	4/10/2022 2:37:00 PM	CO5.08.420	YES	93217P	05/25/2022 Plead Guilty - \$120 fine
4220 HOSPITALITY LN; DENNY'S	22-021595	4/10/2022 3:13:00 PM	CO5.08.420	YES	93218P	05/25/2022 Plead Guilty – fine \$120
314 W MIDWEST AVE # 200; GASLIGHT SOCIAL	22-021611	4/10/2022 4:29:00 PM	CO5.08.420	YES	93219P	05/25/2022 Plead Guilty - \$120 fine
800 N POPLAR ST; Ramkota	22-027854	5/6/2022 5:45:00 PM	CO5.08.420	YES	93181P	06/17/2022 Plead Guilty - \$120 fine
500 W F ST; The Fort Saloon N' Eatery	22-027867	5/6/2022 6:09:00 PM	CO5.08.420	YES	93182P	Juvenile; SPOE; NOLO by DA
2117 E 12TH ST; Tacos Mexico	22-027871	5/6/2022 7:00:00 PM	CO5.08.420	YES	93183P	06/17/2022 Plead Guilty - \$120 fine

Retailer	Incident Number	Date	Violation	Cited for CO5.08.420 – Gift/Selling Liquor To A Minor	Citation Number	Court Date & Adjudication
321 E E ST; La Cocina Mexican Restaurant	22-027879	5/6/2022 7:28:00 PM	CO5.08.420	YES	93184P	06/17/2022 Plead Guilty - \$120 fine
520 S ASH ST; The Office Bar and Grill	22-031833	5/23/2022 1:46:00 PM	CO5.08.420	YES	92189P	06/27/2022 Plead Guilty - \$120 fine
2120 ALLENDALE BLVD; Casper Golf Course	22-031840	5/23/2022 2:09:00 PM	CO5.08.420	YES	92190P	06/29/2022 Plead Guilty - \$120 fine
4370 S POPLAR ST; Prime Time Pub and Grill	22-079011	12/6/2022 5:38:00 PM	CO5.08.420	YES	67604N	Paid at window 12/19/2022
150 W 2ND ST; FRONTIER BREWING COMPANY & TAPROOM	22-079013	12/6/2022 7:20:00 PM	CO5.08.420	YES	67605N	Pending bench trial 02/16/2023
144 S CENTER ST; DON JUAN'S	22-079747	12/10/2022 11:30:00 AM	CO5.08.420	YES	92446P	01/13/2023 Dismissed by City
251 S CENTER ST; STEAMBOAT DELI & OUTLET	22-079754	12/10/2022 12:45:00 PM	CO5.08.420	YES	92447P	01/11/2023 Plead Guilty - \$120 fine
1015 E C ST; STAHOO'S BREWERY AND TAPROOM	22-079786	12/10/2022 3:30:00 PM	CO5.08.420	YES	92449P	01/11/2023 Plead Guilty - \$120 fine
4120 CENTENNIAL HILLS BLVD SUITE 200; LOCAL LIQUOR	22-082527	12/23/2022 2:35:00 PM	CO5.08.420	YES	66491N	01/26/2023 Plead Guilty - \$120 paid fine
214 S WOLCOTT ST; Backwards Distilling Company	22-083119	12/27/2022 3:20:00 AM	CO5.08.420	YES	93609P	Pending arraignment 02/20/2023
1301 WILKINS CIR; GRUNER BROTHERS BREWING	22-083125	12/27/2022 3:35:00 PM	CO5.08.420	YES	93610P	Pending arraignment 02/23/2023
150 W 2ND ST; FRONTIER BREWING COMPANY & TAPROOM	22-079771	12/27/2022 3:35:00 PM	CO5.08.420	YES	92448P	Plead Guilty 01/31/2023 and set up payment plan

307 ENTERPRISES LLC**307 GOLF**

License Type: COMBINATION BAR & PACKAGE STORE

Address: 455 THELMA DR

Total Calls: 2 N/A

911 Welfare 1

Hit and Run 1

307 HORSE RACING INC

307 HORSE RACING (Formerly The Keg & Cork)

License Type: Bar

Address: 5371 BLACKMORE RD

Total Calls: 14 +1

Citizen Assist 2

Suspicious 2

Accident PD 1

Assault 1

Disturbance 1

EMS Assist 1

Fight 1

Reddi 1

Traffic Stop 1

Vehicle Theft 1

Wanted Person 1

Welfare Check 1

307 RACING MANAGEMENT INC**307 RACING**

License Type: Combo Bar & Package Store

Address: 739 N CENTER ST

Total Calls: 64 +57

Theft 8

Citizen Assist 7

Disturbance 6

Wanted Person 5

Accident PD 3

Alarm Security 3

Public Intox 3

Fraud 3

911-Welfare 2

Assault 2

307 RACING MANAGEMENT INC*continued*

Burglary Busine 2

Citizen Comp 2

Trespassing 2

Vehicle Aband. 2

Vehicle Theft 2

Welfare Check 2

Burglary Auto 1

Drugs 1

Fight 1

Hit and Run 1

Parking Problem 1

Property Damage 1

Shoplifting 1

Suicidal Subj 1

Telephone Ord 1

Traffic Stop 1

71 SE WYOMING BLVD LLC**THE HORSE PALACE**

License Type: BAR & GRILL

Address: 71 SE WYOMING BLVD

Total Calls: 44 +11

Alarm Holdup 8

Alarm Security 7

Suspicious 6

Welfare Check 5

Burglary Auto 2

Citizen Assist 2

Disturbance 2

Drugs 2

Reddi 2

911-Welfare 1

Animal Problem 1

Citizen Comp 1

FVPA Violation 1

Gas Leak 1

Theft 1

Trespassing 1

Wanted Person 1

ALBERTSON'S LIQUORS INC

ALBERTSON'S LIQUORS #60
 License Type: PACKAGE STORE
 Address: 1076 CY AVE
 Total Calls: 115 +42

Traffic Stop	40
Accident PD	9
911-Welfare	6
Shoplifting	6
Welfare Check	6
Hit and Run	5
Animal Problem	4
Citizen Assist	4
Stray Animal	4
Attempt-Locate	3
Juvenile Prob	3
Disturbance	2
Property Found	2
Public Intox	2
Reddi	2
Suspicious	2
Unconsciousness	2
Agency Assist	1
Alarm Misc	1
Burglary Auto	1
Citizen Comp	1
Extra Patrol	1
FVPA Violation	1
Harassment	1
Indecent Exp	1
Property Damage	1
Property Lost	1
Threatening	1
Vicious Animal	1
Wanted Person	1

ALBERTSONS LLC

ALBERTSONS #62
 License Type: PACKAGE STORE
 Address: 2625 E 2ND ST
 Total Calls: 108 +9

Traffic Stop	31
Accident PD	13
Accident PI	8
Hit and Run	7
Attempt-Locate	6
Welfare Check	5
911-Welfare	4
Suspicious	4
Animal Problem	3
Citizen Comp	3
Parking Problem	3
Citizen Assist	2
Power Line Down	2
Public Intox	2
Stray Animal	2
Theft	2
Wanted Person	2
Burglary Auto	1
Disturbance	1
EMS Assist	1
Juvenile Prob	1
Missing Person	1
Reddi	1
Shoplifting	1
Telephone Ord	1

ALEJANDRO ROSALES

TACOS MEXICO

License Type: RESTAURANT*Address:* 2117 E 12TH ST A*Total Calls:* 10 +2

Shoplifting	3
Alarm Security	1
Alcohol Offense	1
Burglary Busine	1
Citizen Assist	1
Compliance Chk	1
Public Intox	1
Suspicious	1

ALIBI BAR & LOUNGE INC

ALIBI BAR & LOUNGE

License Type: COMBINATION BAR &
PACKAGE STORE*Address:* 1740 E YELLOWSTONE*Total Calls:* 16

Welfare Check	3
Traffic Stop	2
Unconsciousness	2
Assault	1
Burglary Auto	1
Citizen Comp	1
Fraud	1
Hit and Run	1
Misc. FIRE	1
Vehicle Theft	1
Wanted Person	1
Weapon Offense	1

**AMOCO REUSE AGREEMENT JOINT
POWERS BOARD**

THREE CROWNS GOLF CLUB

License Type: Bar*Address:* 1601 KING BLVD*Total Calls:* 10 N/C

911-Welfare	2
Alarm Security	2
Accident PD	1

**AMOCO REUSE AGREEMENT JOINT
POWERS BOARD** *continued*

Animal Bite	1
Attempt-Locate	1
Extra Patrol	1
Property Damage	1
Welfare Check	1

ARMOR'S RESTAURANT INC

SILVER FOX STEAKHOUSE

License Type: Bar*Address:* 3422 S ENERGY LN*Total Calls:* 32 +18

Traffic Stop	9
Accident PI	4
Stray Animal	4
911-Welfare	2
Accident PD	2
Public Intox	2
Alarm Security	1
Attempt-Locate	1
Choking	1
EMS Assist	1
Motorist Assist	1
Reddi	1
Theft	1
Wanted Person	1
Welfare Check	1

**BACKWARDS DISTILLING COMPANY
LLC**BACKWARDS DISTILLING COMPANY
SATELLITE*License Type:* COMBINATION BAR & PACKAGE STORE*Address:* 214 S WOLCOTT ST*Total Calls:* 4 +1

Alcohol Offense	1
Animal Problem	1
Fight	1
Public Intox	1

<p>BLACK TOOTH BREWING COMPANY LLC BLACK TOOTH BREWING COMPANY <i>License Type:</i> COMBINATION BAR & PACKAGE STORE <i>Address:</i> 322 S DAVID ST STE A <i>Total Calls:</i> 4 N/A</p> <p>Animal Problem 1 Disturbance 1 Suicidal Subj 1 Traffic Stop 1</p> <p>BLUES GYPSY LLC THE BLUEBIRD AT THE CHEESE BARREL <i>License Type:</i> RESTAURANT <i>Address:</i> 544 S CENTER ST <i>Total Calls:</i> 9 N/A</p> <p>Burglary Auto 1 Drugs 1 Hit and Run 2 Parking Problem 1 Property Damage 1 Stray Animal 1 Suspicious 1 Theft 1</p> <p>BOSCO'S INC BOSCO'S <i>License Type:</i> RESTAURANT <i>Address:</i> 847 EAST A ST <i>Total Calls:</i> 1 -7</p> <p>Property Found 1</p> <p>BPO ELKS #1353 ELKS LODGE #1353 <i>License Type:</i> BAR <i>Address:</i> 108 E 7TH ST <i>Total Calls:</i> 10 +5</p> <p>Burglary Auto 3 Alarm Security 2 Animal Problem 1</p>	<p>BPO ELKS #1353 <i>Continued</i></p> <p>Property Found 1 Public Intox 1 Unconsciousness 1 Welfare Check 1</p> <p>BREWSTORY LLC FRONTIER BREWING COMPANY <i>License Type:</i> RESTAURANT <i>Address:</i> 544 S CENTER ST <i>Total Calls:</i> 10 +9</p> <p>Parking Problem 5 Alcohol Offense 2 Disturbance 1 Fire assist 1 Hit and Run 1</p> <p>BULL HORN BREWING LLC BULLHORN BREWING <i>License Type:</i> COMBINATION BAR & PACKAGE STORE <i>Address:</i> 2027 E YELLOWSTONE HWY UNIT B <i>Total Calls:</i> 3 N/A</p> <p>Fire assist 2 Traffic Stop 1</p> <p>CABIN CREEK GOLF LLC PARADISE VALLEY COUNTRY CLUB <i>License Type:</i> BAR <i>Address:</i> 70 MAGNOLIA <i>Total Calls:</i> 4 -6</p> <p>911-Welfare 3 Public Intox 1</p> <p>CASPER CHOP HOUSE LLC WYOMINGS RIB & CHOP HOUSE <i>License Type:</i> BAR <i>Address:</i> 256 S CENTER ST <i>Total Calls:</i> 10 +8</p> <p>Burglary Auto 3 Alarm Security 2 Accident PD 1</p>
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CASPER CHOP HOUSE LLC <i>Continued</i>		CASPER HOSPITALITY LLC <i>Continued</i>	
Citizen Assist	1	Stray Animal	1
FVPA Violation	1	Threatening	1
Reddi	1	Vehicle Tow	1
Traffic Stop	1	Weapon Offense	1
		Welfare Check	1
CASPER DAVE'S LLC		CASPER INN LLC	
WYOMING ALE WORKS		HOLIDAY INN	
<i>License Type: BAR & GRILL</i>		<i>License Type: BAR</i>	
<i>Address: 5900 E 2ND ST</i>		<i>Address: 721 GRANITE PEAK DR</i>	
<i>Total Calls:18 +2</i>		<i>Total Calls: 41 +9</i>	
911-Welfare	4	911-Welfare	25
Alarm Security	2	Burglary Auto	6
Animal Problem	2	Citizen Assist	2
Burglary Auto	1	Welfare Check	2
Disturbance	1	Drugs	1
Public Intox	1	Family Fight	1
Reddi	3	Fire assist	1
Traffic Stop	2	Parking Problem	1
Trespassing	1	Suicidal Subj	1
Unconsciousness	1	Theft	1
CASPER HOSPITALITY LLC		CASPER MUSTANG POST VFW 10677	
COURTYARD BY MARRIOTT		VFW POST 10677	
<i>License Type: BAR</i>		<i>License Type: BAR</i>	
<i>Address: 4260 HOSPITALITY LN</i>		<i>Address: 420 N ELK</i>	
<i>Total Calls:32 N/C</i>		<i>Total Calls: 0 -1</i>	
Citizen Assist	6	CASPER SHRINE CLUB	
Suspicious	4	SHRINE CLUB	
911-Welfare	3	<i>License Type: BAR</i>	
Family Fight	2	<i>Address: 1501 W 39TH AVE</i>	
Public Intox	2	<i>Total Calls: 1 +1</i>	
Animal Problem	1	Juvenile Prob	1
Attempt-Locate	1		
Burglary Auto	1		
Drugs	1		
Fraud	1		
Hit and Run	1		
Loud Music	1		
Property Damage	1		
Property Found	1		
Reddi	1		

CASPER TACO SHOP LLC
 FUZZY'S TACO SHOP
License Type: BAR & GRILL
Address: 3243 TALON DR STE 400
Total Calls: 12 +10

Citizen Comp	2
911-Welfare	1
Alcohol Offense	1
Citizen Assist	1
Extra Patrol	1
Gas Leak	1
Property Lost	1
Reddi	1
Shoplifting	1
Theft	1
Traffic Stop	1

CASPER VFW MEMORIAL POST 9439
 CASPER VFW MEMORIAL POST 9439
License Type: BAR
Address: 1800 BRYAN STOCK TRL
Total Calls: 4 -4

Alarm Security	2
Assault	1
Alcohol Offense	1

CHARGER HOLDINGS LLC
 YELLOWSTONE GARAGE
License Type: BAR
Address: 355 W YELLOWSTONE
Total Calls: 7 -5

Alarm Security	2
Traffic Stop	2
Attempt-Locate	1
Stray Animal	1
Welfare Check	1

CHILDS CORP
 LA COCINA MEXICAN RESTAURANT
License Type: RESTAURANT
Address: 321 EAST E ST
Total Calls: 9 +8

Alarm Security	4
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CHILDS CORP *Continued*
 LA COCINA MEXICAN RESTAURANT

911-Welfare	2
Compliance Check	1
Traffic Stop	1
Welfare Check	1

CHILDS CORP
 LA COCINA MEXICAN RESTAURANT
License Type: BAR & GRILL
Address: 4110 CENTENNIAL HILLS BLVD
Total Calls: 0 N/A

CITY OF CASPER
 HOGADON BASIN SKI AREA
License Type: BAR
Address: 2500 W HOGADON RD
Total Calls: 0 N/C

CITY OF CASPER WYOMING
 THE 19TH HOLE
License Type: BAR
Address: 2120 ALLENDALE BLVD
Total Calls: 29 +6

Alarm Security	15
911-Welfare	5
Welfare Check	2
Alcohol Offense	1
Animal Problem	1
Assault	1
Dead Animal	1
Property Lost	1
Stray Animal	1
Suspicious	1

DORSEY VAN GALLOWAY**GALLOWAY'S IRISH PUB***License Type:* BAR*Address:* 2800 CY AVE*Total Calls:* 58 +8

Accident PI	4
Animal Problem	4
Hit and Run	4
Theft	4
Unconsciousness	4
911-Welfare	3
Fraud	3
Reddi	3
Shots Fired	3
Suspicious	3
Wanted Person	3
Welfare Check	3
Property Damage	2
Public Intox	2
Sick Animal	2
Accident PD	1
Alcohol Offense	1
Assault	1
Burglary Auto	1
Citizen Assist	1
EMS Assist	1
Fireworks	1
Property Found	1
Property Lost	1
Stray Animal	1
Telephone Ord	1

DOUBLE C HOSPITALITY LLC**C85 @ GALLES LIQUOR MART***License Type:* PACKAGE STORE*Address:* 748 E YELLOWSTONE*Total Calls:* 27 +3

Traffic Stop	7
Accident PD	4
Public Intox	3
Stray Animal	2
Trespassing	2
Unconsciousness	2
Alarm Security	1
Childbirth	1

DOUBLE C HOSPITALITY LLC *Continued*

Disturbance	1
Reddi	1
Suspicious	1
Vehicle Theft	1

EL BURRO LOCO LLC**BURRO LOCO***License Type:* RESTAURANT*Address:* 2333 E YELLOWSTONE HWY*Total Calls:* 3 N/C

Accident PD	1
Stray Animal	1
911-Welfare	1

FBS CASPER LLC**FRANK'S BUTCHER SHOP & LIQUOR***License Type:* COMBINATION BAR & PACKAGE STORE*Address:* 2024 CY AVE*Total Calls:* 20 +6

Alarm Security	6
Traffic Stop	6
Stray Animal	2
Alcohol Offense	1
Assault	1
Dead Animal	1
Disturbance	1
EMS Assist	1
Unconsciousness	1

FIRE ROCK HOSPITALITY GROUP LLC**FIRE ROCK STEAKHOUSE***License Type:* BAR & GRILL*Address:* 6100 E 2ND ST*Total Calls:* 26 +13

Alarm Security	6
911-Welfare	4
Accident PI	3
Dead Animal	2
Hit and Run	2
Reddi	2
Accident PD	1

Citizen Assist	1
FIRE ROCK HOSPITALITY GROUP LLC <i>Continued</i>	
Assault	1
Burglary Auto	1
Disturbance	1
Fire assist	1
Sick Animal	1
Traffic Stop	1

FRATERNAL ORDER OF EAGLES #306
EAGLES LODGE
License Type: BAR
Address: 306 N DURBIN
Total Calls:13 +3

Alarm Security	4
Disturbance	2
Fight	1
Property Lost	1
Suspicious	1
Traffic Stop	1
Unconsciousness	1
Unsecure Premis	1
Wanted Person	1

FROSTY BEV LLC
FROSTY LOUNGE
License Type: BAR
Address: 520 S CENTER ST
Total Calls: 10 N/C

Assault	2
Citizen Comp	1
Disturbance	1
Information	1
Reddi	1
Telephone Ord	1
Traffic Stop	1
Unconsciousness	1

GLOBAL SPECTRUM LP
FORD WYOMING CENTER
License Type: BAR
Address: 1 EVENTS DR
Total Calls:66 +20
911-Welfare 15

GLOBAL SPECTRUM LP *Continued*

Accident PD	9
Accident PI	4
Citizen Assist	3
Dignitary Protection	3
Hit and Run	3
Agency Assist	2
Property Found	2
Property Lost	2
Stray Animal	2
Suspicious	2
Animal Problem	1
Assault	1
Attempt-Locate	1
Burglary Auto	1
Burglary Busine	1
Disturbance	1
Extra Patrol	1
Fight	1
Fire assist	1
Found Child	1
Fraud	1
Indecent Exposure	1
Information	1
Public Intox	1
Reddi	1
Shots Fired	1
Telephone Ord	1
Vehicle Theft	1
Welfare Check	1

GOOD 2 GO STORES LLC
GOOD 2 GO #216
License Type: PACKAGE STORE
Address: 1968 E YELLOWSTONE HWY
Total Calls: 32 +11

Traffic Stop	7
Citizen Assist	6
Suspicious	4
Accident PD	2
Alarm Security	2
Burglary Busine	2
911-Welfare	1
Citizen Comp	1
Disturbance	1
Drugs	1

GOOD 2 GO STORES LLC <i>Continued</i>		HAYDEN & LOFLIN INC	
EMS Assist	1	LOCAL LIQUOR & LOUNGE	
Public Intox	1	<i>License Type:</i> COMBINATION BAR & PACKAGE STORE	
Shoplifting	1	<i>Address:</i> 4120 CENTENNIAL HILLS BLVD STE 200	
Suicidal Subj	1	<i>Total Calls:</i> 2 N/A	
Unconsciousness	1	Tobacco Ordinance	1
		Weapon Offense	1
GRUNER BROTHERS BREWING		HIGHEND HOTEL GROUP OF AMERICA	
GRUNER BROTHERS BREWING		LLC	
<i>License Type:</i> COMBINATION BAR & PACKAGE STORE		ECONO LODGE	
<i>Address:</i> 1301 WILKINS CIR		<i>License Type:</i> BAR	
<i>Total Calls:</i> 4 -6		<i>Address:</i> 300 W F ST	
Stray Animal	1	<i>Total Calls:</i> 136 -30	
Alarm Security	1	Citizen Assist	20
Agency Assist	1	Traffic Stop	15
Alcohol Offense	1	Wanted Person	11
		Public Intox	10
HA BASEBALL LLC		Theft	9
CASPER HORSEHEAD BASEBALL CLUB		Welfare Check	9
<i>License Type:</i> BAR		Disturbance	8
<i>Address:</i> 330 KATI LN		Drugs	7
<i>Total Calls:</i> 4 N/A		Suspicious	6
Traffic Stop	1	Alarm Security	5
Property Damage	1	Animal Problem	4
Juvenile Prob	1	Citizen Comp	4
Disturbance	1	Fraud	3
		Property Found	3
HALF BARREL INC		Accident PI	2
PARADISE VALLEY LIQUORS		Agency Assist	2
<i>License Type:</i> COMBINATION BAR &		Fight	2
PACKAGE STORE		Fire assist	2
<i>Address:</i> 401 VALLEY DR		Stray Animal	2
<i>Total Calls:</i> 15 +7		Alarm Holdup	1
Alarm Security	2	Assault	1
Public Intox	1	Burglary Auto	1
Reddi	6	Burglary Busine	1
Shoplifting	3	Civil Standby	1
Suspicious	1	Dead Animal	1
Theft	1	Robbery	1
Vehicle Abandon	1	Sex Offense	1
		Suicidal Subj	1
		Threatening	1
		Trespassing	1
		Vehicle Theft	1

<p>HIMALAYAN CUISINE LLC HIMALAYAN INDIAN CUISINE <i>License Type:</i> RESTAURANT <i>Address:</i> 232 E 2ND ST #100B <i>Total Calls:</i> 10 +3</p> <p>Welfare Check 3 Alcohol Offense 1 Property Damage 1 Public Intox 1 Stray Animal 1 Threatening 1 Vagrancy 1 911-Welfare 1</p> <p>JJM CW HOSPITALITY INC DENNY'S DINNER <i>License Type:</i> RESTAURANT <i>Address:</i> 4220 HOSPITALITY LN <i>Total Calls:</i> 7 -2</p> <p>Citizen Comp 2 Alcohol Offense 1 Attempt-Locate 1 Fraud 1 Theft 1 Welfare Check 1</p> <p>JOHNNY J'S BAR & GRILL LLC J'S PUB & GRILL <i>License Type:</i> BAR & GRILL <i>Address:</i> 840 CY AVE <i>Total Calls:</i> 17 -3</p> <p>911-Welfare 4 Theft 3 Alarm Security 2 Accident PD 1 Alcohol Offense 1 Animal Problem 1 Gas Leak 1 Hit and Run 1 Property Damage 1 Public Intox 1 Traffic Stop 1</p>	<p>JOHNSON RESTAURANT GROUP INC CY DISCOUNT LIQUOR <i>License Type:</i> COMBINATION BAR & PACKAGE STORE <i>Address:</i> 840 CY AVE <i>Total Calls:</i> 39 -4</p> <p>Traffic Stop 7 911-Welfare 5 Suspicious 4 Assault 3 Disturbance 3 Animal Problem 2 Citizen Comp 2 Fraud 2 FVPA Violation 2 Alarm Security 1 Citizen Assist 1 EMS Assist 1 Extra Patrol 1 Hit and Run 1 Public Intox 1 Reddi 1 Shoplifting 1 Stray Animal 1</p> <p>JUAN ROSALES DON JUANS MEXICAN RESTAURANT <i>License Type:</i> RESTAURANT <i>Address:</i> 144 S CENTER <i>Total Calls:</i> 5 +1</p> <p>Traffic Stop 2 Power Line Down 1 Wanted Person 1 Alcohol Offense 1</p> <p>KET LLC EGGINGTON'S <i>License Type:</i> <i>Address:</i> 229 E 2ND ST <i>Total Calls:</i> 13 +5</p> <p>Welfare Check 4 Accident PD 2 Theft 2 911-Welfare 1 Alarm Security 1 Attempt-Locate 1</p>
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KET LLC <i>Continued</i>		MARCO'S COAL FIRED PIZZA CASPER LLC <i>Continued</i>	
Citizen Comp	1	Robbery	1
Juvenile Prob	1	Wanted Person	1
L & L LIQUORS INC		Weapon Offense	1
LIQUOR SHED		Welfare Check	1
<i>License Type:</i> PACKAGE STORE		MESA LIQUORS LLC	
<i>Address:</i> 4241 E 2ND ST		MESA LIQUOR	
<i>Total Calls:</i> 30 -1		<i>License Type:</i> PACKAGE STORE	
Accident PD	10	<i>Address:</i> 3243 TALON DR STE 200	
Traffic Stop	5	<i>Total Calls:</i> 14 +13	
Reddi	3	Reddi	3
Shoplifting	3	911-Welfare	2
911-Welfare	2	Shoplifting	2
Hit and Run	2	Stray Animal	2
Welfare Check	2	Alarm Security	1
Citizen Comp	1	Extra Patrol	1
Property Damage	1	Gas Leak	1
Public Intox	1	Unconsciousness	1
LOS ESPINOS INC		Wanted Person	1
LA COSTA MEXICAN RESTAURANT		MORENO AND MORENO LLC	
<i>License Type:</i> RESTAURANT		GUADALAJARA FAMILY MEXICAN RESTAURANT	
<i>Address:</i> 1600 EAST 2ND ST		<i>License Type:</i> BAR & GRILL	
<i>Total Calls:</i> 9 +4		<i>Address:</i> 3350 CY AVE	
Traffic Stop	3	<i>Total Calls:</i> 12 -3	
Hit and Run	2	Traffic Stop	4
Public Intox	2	Accident PD	1
Alcohol Offense	1	Animal Problem	1
Family Fight	1	Attempt-Locate	1
MARCO'S COAL FIRED PIZZA CASPER LLC		Choking	1
RACCA'S PIZZERIA NAPOLETANA		Reddi	1
<i>License Type:</i> BAR & GRILL		Stray Animal	1
<i>Address:</i> 430 S ASH ST		Wanted Person	1
<i>Total Calls:</i> 13 +2		Weapon Offense	1
Hit and Run	3		
Traffic Stop	2		
911-Welfare	1		
Attempt-Locate	1		
Fraud	1		
Public Intox	1		

MOUNTAIN HOPS BREWHOUSE LLC
MOUNTAIN HOPS BREWHOUSE
License Type: COMBINATION BAR & PACKAGE STORE
Address: 612 N BEVERLY ST
Total Calls: 2 **+1**

Accident PD 1
Citizen Assist 1

MOVIE PALACE INC
STUDIO CITY MESA CINEMAS
License Type: RESTAURANT
Address: 3150 TALON DR
Total Calls: 10 N/A

911-Welfare 2
Attempt-Locate 2
Animal Problem 1
Civil Matter 1
Hit and Run 1
Juvenile Prob 1
Sex Offense 1
Suspicious 1

MOYLE PETROLEUM COMPANY
OUTLET LIQUOR & TOBACCO
License Type: PACKAGE STORE
Address: 627 N POPLAR
Total Calls: 23 **+6**

Shoplifting 6
Reddi 4
911-Welfare 2
Public Intox 2
Wanted Person 2
Welfare Check 2
Accident PD 1
Agency Assist 1
Alarm Security 1
Traffic Stop 1
Vehicle Theft 1

OC CASPER LLC
OLD CHICAGO RESTAURANT
License Type: BAR & GRILL
Address: 3580 E 2ND ST
Total Calls: 23 **-4**

Traffic Stop 6
Accident PI 4
Accident PD 2
Reddi 2
Alarm Holdup 1
Animal Problem 1
Attempt-Locate 1
Burglary Auto 1
Citizen Comp 1
Hit and Run 1
Juvenile Prob 1
Lockout 1
Public Intox 1
Suspicious 1
Welfare Check 1

OCCASIONS BY CORY LLC
OCCASIONS BY CORY LLC
License Type: RESTAURANT
Address: 303 S WOLCOTT
Total Calls: 3 **+1**

VIN Inspection 1
Burglary Auto 1
Property Damage 1

OIL CITY BEER COMPANY LLC
OIL CITY BEER COMPANY
License Type: COMBINATION BAR & PACKAGE STORE
Address: 4155 LEGION LN UNITS 3, 4, 6, 7
Total Calls: 7 **-1**

Assault 2
911-Welfare 1
Accident PI 1
Alarm Security 1
Disturbance 1
Hit and Run 1

ONE TWO NINE HOSPITALITY LLC C85 THE BRANDING IRON <i>License Type:</i> BAR <i>Address:</i> 129 W 2ND ST <i>Total Calls:</i> 10 -1		R & M BEVERAGE CO INC RAMKOTA HOTEL <i>License Type:</i> BAR <i>Address:</i> 800 N POPLAR <i>Total Calls:</i> 91 +24	
Alarm Security	2	911-Welfare	12
Reddi	2	Disturbance	8
Theft	2	Welfare Check	8
Juvenile Prob	1	Citizen Assist	7
Structure FIRE	1	Traffic Stop	6
Suspicious	1	Public Intox	5
Vandalism	1	Theft	5
PEACHTREE HOSPITALITY MANAGEMENT LLC HILTON GARDEN INN <i>License Type:</i> BAR <i>Address:</i> 1150 N POPLAR ST <i>Total Calls:</i> 34 +14		Drugs	4
911-Welfare Count	10	Suspicious	4
Theft Count	6	Trespassing	4
Drugs Count	3	Accident PD	3
Traffic Stop Count	3	Burglary Auto	3
Agency Assist Count	2	Sex Offense	3
Burglary Auto Count	2	Assault	2
Fire assist Count	2	Family Fight	2
Citizen Comp Count	1	K9 Demo	2
Disturbance Count	1	Alcohol Offense	1
Extra Patrol Count	1	Attempt-Locate	1
Parking Problem Count	1	Choking	1
Public Intox Count	1	Dignitary Prot	1
Sex Offense Count	1	Explosives	1
POKES INVESTMENTS LLC STEAMBOAT DELI & OUTLET <i>License Type:</i> RESTAURANT <i>Address:</i> 251 S CENTER ST <i>Total Calls:</i> 3 N/A		Hit and Run	1
Property Found	1	Indecent Exp	1
Alarm Security	1	Information	1
Alcohol Offense	1	Property Damage	1
		Property Found	1
		Property Lost	1
		Vehicle Abandon	1
		Wanted Person	1
		RED LOBSTER HOSPITALITY LLC RED LOBSTER #6374 <i>License Type:</i> BAR <i>Address:</i> 5010 EAST 2ND ST <i>Total Calls:</i> 15 +8	
		Alarm Security	7
		911-Welfare	1
		Assault	1
		Defraud Inn	1
		Disturbance	1

RED LOBSTER HOSPITALITY LLC
Continued

Juvenile Prob	1
Property Damage	1
Theft	1
Wanted Person	1

RIDLEYS FAMILY MARKETS INC
OUTFITTER LIQUOR
License Type: PACKAGE STORE
Address: 3035 CY AVE
Total Calls: 13 -7

Shoplifting	4
Accident PD	3
Attempt-Locate	2
Stray Animal	1
Tobacco Ordinance	1
Traffic Stop	1
Trespassing	1

ROARING 22 LLC
THE GASLIGHT SOCIAL
License Type: BAR
Address: 314 W MIDWEST AVE
Total Calls: 78 +62

Disturbance	15
Fight	7
Citizen Assist	6
Citizen Comp	4
Public Intox	4
911-Welfare	3
Assault	3
Hit and Run	3
Reddi	3
Accident PI	2
Attempt-Locate	2
EMS Assist	2
Loud Music	2
Parking Problem	2
Property Damage	2
Agency Assist	1
Alcohol Offense	1
Animal Problem	1
Fireworks	1
FVPA Violation	1
Information	1
Property Found	1

ROARING 22 LLC
Continued

Property Lost	1
Structure FIRE	1
Suspicious	1
Theft	1
Traffic Stop	1
Traumatic Inj	1
Unconsciousness	1
Vehicle Aband.	1
Vehicle Theft	1
VIN Inspection	1
Welfare Check	1

SAMS WEST INC
SAMS CLUB #6425
License Type: PACKAGE STORE
Address: 4600 E 2ND ST
Total Calls: 62 -6

911-Welfare	10
Accident PD	8
Hit and Run	7
Attempt-Locate	3
Fire assist	3
Shoplifting	3
Suspicious	3
Welfare Check	3
Alarm Security	2
Animal Problem	2
Citizen Assist	2
Public Intox	2
Weapon Offense	2
Agency Assist	1
Alcohol Offense	1
Burglary Auto	1
FVPA Violation	1
Information	1
Property Damage	1
Property Found	1
Stray Animal	1
Theft	1
Threatening	1
Traffic Hazard	1
Traffic Stop	1

SCREAMIN HOT WYOMING LLC

BUFFALO WILD WINGS

License Type: BAR & GRILL*Address:* 5071 E 2ND ST*Total Calls:* 4 -13

911-Welfare	2
Animal Problem	1
Public Intox	1

SHOGUN RESTAURANT

MANAGEMENT INC

SHOGUN RESTAURANT

License Type: RESTAURANT*Address:* 3095 TALON DR #400*Total Calls:* 7 -4

Alarm Security	2
911-Welfare	1
Attempt-Locate	1
Burglary Business	1
Fire assist	1
Graffiti	1

SKULL TREE BREWING LLC

SKULL TREE BREWING

License Type: COMBINATION BAR & PACKAGE STORE*Address:* 1530 BURLINGTON AVE*Total Calls:* 1 +1

Unconsciousness	1
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SMITHS FOOD & DRUG CENTERS INC

SMITHS FOOD & DRUG #185

License Type: PACKAGE STORE*Address:* 2405 CY AVE*Total Calls:* 115 +20

Traffic Stop	22
Accident PD	12
Hit and Run	10
Reddi	9
Shoplifting	9
Attempt-Locate	6
911-Welfare	5
Stray Animal	5
Welfare Check	5
Public Intox	4

SMITHS FOOD & DRUG CENTERS INC*Continued*

Theft	4
Citizen Assist	3
Citizen Comp	2
Disturbance	2
Drugs	2
Information	2
Suspicious	2
Tobacco Ordinance	2
Wanted Person	2
Animal Problem	1
Fire assist	1
Fraud	1
Indecent Exposure	1
Suicidal Subj	1
Threatening	1
Unconsciousness	1

SRIPHAIBOON LLC

DSASUMO

License Type: BAR & GRILL*Address:* 320 W FIRST ST*Total Calls:* 1 N/C

Citizen Comp	1
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STAHOO'S BREWERY AND TAPROOM LLC

STAHOO'S BREWERY AND TAPROOM

License Type: COMBINATION BAR & PACKAGE STORE*Address:* 1015 E C ST*Total Calls:* 2 N/A

Theft	1
Alcohol Offense	1

SUNRISE CENTER ENTERTAINMENT LLC

BOOMTOWN BLAST

License Type: COMBINATION BAR & PACKAGE STORE*Address:* 4370 S POPLAR ST*Total Calls:* 4 N/A

Harassment	1
Fraud	1
911-Welfare	1
Alcohol Offense	1

TABLE MOUNTAIN VINEYARDS LLC TABLE MOUNTAIN VINEYARDS SATELLITE <i>License Type:</i> COMBINATION BAR & PACKAGE STORE <i>Address:</i> 731 E 2ND ST <i>Total Calls:</i> 2 N/C		TIN SHACK LLC POPLAR WINES & SPIRITS <i>License Type:</i> COMBINATION BAR & PACKAGE STORE <i>Address:</i> 1016 S POPLAR <i>Total Calls:</i> 12 +5	
Welfare Check	1	Alarm Security	2
911-Welfare	1	Vandalism	2
THAI KITCHEN CASPER LLC THAI KITCHEN <i>License Type:</i> RESTAURANT <i>Address:</i> 1120 E 12TH ST <i>Total Calls:</i> 6 +6		Hit and Run	1
Dead Animal	1	Parking Problem	1
Power Line Down	1	Property Found	1
Unconsciousness	1	Sick Animal	1
Suspicious	1	Stray Animal	1
Traffic Stop	1	Traffic Stop	1
Welfare Check	1	Unconsciousness	1
THE OFFICE BAR AND GRILL INC THE OFFICE BAR AND GRILL <i>License Type:</i> BAR <i>Address:</i> 520 S ASH ST <i>Total Calls:</i> 20 -8		Vehicle Abandoned	1
Hit and Run	3	UJVARY ENTERPRISES LLC THE FORT SALOON N EATERY <i>License Type:</i> BAR & GRILL <i>Address:</i> 500 WEST F ST <i>Total Calls:</i> 39 +7	
911-Welfare	2	Disturbance	7
Animal Problem	2	Citizen Comp	5
Reddi	2	911-Welfare	4
Suspicious	2	Fire assist	3
Theft	2	Burglary Auto	2
Alcohol Offense	1	Burglary Busine	2
Burglary Auto	1	Citizen Assist	2
Citizen Assist	1	Traffic Stop	2
Citizen Comp	1	Wanted Person	2
Disturbance	1	Alcohol Offense	1
Property Lost	1	Assault	1
Traffic Stop	1	Choking	1
THW INC J'S CHINESE RESTAURANT <i>License Type:</i> RESTAURANT <i>Address:</i> 116 W 2ND ST <i>Total Calls:</i> 1 N/C		Drugs	1
Parking Problem	1	Information	1
		Public Intox	1
		Reddi	1
		Suspicious	1
		Theft	1
		Welfare Check	1

UNCLE FREDDIES OF WYOMING INC

SANFORDS GRUB & PUB
License Type: RESTAURANT
Address: 61 SE WYOMING BLVD
Total Calls: 18 -12

Fire assist	5
911-Welfare	4
Alarm Security	2
Alarm Holdup	1
Animal Problem	1
Defraud Inn	1
Hit and Run	1
Property Found	1
Suspicious	1
Wanted Person	1

URBAN MARKET WINES LLC

URBAN BOTTLE WINE & SPIRITS
License Type: PACKAGE STORE
Address: 410 S ASH
Total Calls: 3 +1

911-Welfare	3
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WAGONS WEST MANAGEMENT LLC

PIZZA RANCH CASPER
License Type: RESTAURANT
Address: 5011 EAST 2ND ST
Total Calls: 28 +17

Traffic Stop	7
911-Welfare	5
Accident PD	4
Fire assist	2
Alcohol Offense	1
Animal Problem	1
Assault	1
Citizen Comp	1
Disturbance	1
Hit and Run	1
Motorist Assist	1
Property Damage	1
Wanted Person	1
Welfare Check	1

WALMART INC

WALMART SUPERCENTER #3778
License Type: PACKAGE STORE
Address: 4255 CY AVE
Total Calls: 392 +38

Shoplifting	87
Accident PD	41
Traffic Stop	39
911-Welfare	27
Welfare Check	21
Hit and Run	19
Disturbance	14
Animal Problem	13
Theft	13
Attempt-Locate	12
Citizen Assist	8
Citizen Comp	8
Stray Animal	8
Suspicious	8
Accident PI	7
Property Lost	6
Alarm Security	5
Trespassing	4
Unconsciousness	4
Assault	3
Burglary Auto	3
Property Damage	3
Reddi	3
Threatening	3
EMS Assist	2
Found Child	2
Missing Person	2
Property Found	2
Public Intox	2
Wanted Person	2
Animal Bite	1
Animal Noise	1
Choking	1
Deceased Person	1
Defraud Inn	1
Drugs	1
Extra Patrol	1
Fight	1
Fire assist	1
Fraud	1
FVPA Violation	1
Harassment	1
Indecent Exp	1
Juvenile Prob	1
Missing Animal	1
Motorist Assist	1
Parking Problem	1
Sick Animal	1
Suicidal Subj	1
Traffic Hazard	1
Vehicle Aband.	1

WEST CENTER HOSPITALITY OPS LLC	WHELAN CATERING INC
BEST WESTERN DOWNTOWN CASPER HOTEL	HOUSE OF SUSHI
License Type: BAR	License Type: RESTAURANT
Address: 123 WEST E ST	Address: 260 S CENTER ST
Total Calls: 107 +13	Total Calls: 3 Data Unavailable
911-Welfare 9	911-Welfare 1
Accident PD 1	Hit and Run 2
Accident PI 2	
Assault 2	WYOMING DOWNS OTB 12 LLC
Burglary Auto 3	WYOMING DOWNS OTB 12
Burglary Res 1	License Type: COMBINATION BAR & PACKAGE STORE
Citizen Assist 5	Address: 1121 WILKINS CIR
Citizen Comp 4	Total Calls: 23 +8
Citizen Dispute 1	
Disturbance 4	Traffic Stop 4
Drugs 2	Wanted Person 4
EMS Assist 1	Fight 3
Extra Patrol 1	Suspicious 2
Fight 2	911-Welfare 1
Fire assist 8	Accident PD 1
Fuel Spill 1	Animal Problem 1
Harassment 1	Burglary Auto 1
Hit and Run 6	Citizen Assist 1
Information 1	Drugs 1
Juvenile Prob 1	Fraud 1
K9 Demo 1	Property Found 1
Property Damage 4	Unconsciousness 1
Property Found 2	Welfare Check 1
Public Intox 5	
Reddi 1	WYOMING LIQUOR LLC
Sex Offense 1	WYOMING DISCOUNT LIQUOR
Suicidal Subj 3	License Type: PACKAGE STORE
Suspicious 10	Address: 4330 E 2ND ST
Telephone Ord 2	Total Calls: 12 N/A
Theft 4	
Traffic Stop 3	Accident PD 4
Trespassing 1	Alarm Security 3
Unconsciousness 1	Citizen Assist 1
Vehicle Aband. 1	Fraud 1
Vehicle Theft 1	Reddi 1
Vicious Animal 2	Unconsciousness 1
Wanted Person 4	Wanted Person 1
Welfare Check 5	

WYOMING SPIRITS INC
2ND STREET LIQUOR & WINE
License Type: PACKAGE STORE
Address: 939 E 2ND ST STE 300, 400 & 500
Total Calls: 72 +63

Public Intox	9
Reddi	7
Alarm Holdup	6
Shoplifting	6
911-Welfare	5
Accident PD	5
Suspicious	5
Welfare Check	4
Citizen Comp	3
Disturbance	2
Hit and Run	2
Theft	2
Traffic Stop	2
Alarm Security	1
Assault	1
Attempt-Locate	1
Citizen Assist	1
Drugs	1
Fight	1
Fraud	1
Juvenile Prob	1
Overdose	1
Property Found	1
Stray Animal	1
Tobacco Ordinance	1
Unconsciousness	1
Wanted Person	1

YANG & ZHANG INC
LIME LEAF ASIAN BISTRO
License Type: RESTAURANT
Address: 845 E 2ND ST
Total Calls: 5 +1

911-Welfare	1
Stray Animal	1
Alcohol Offense	1
Citizen Comp	1
Property Found	1

ALROG INC
MOONLIGHT LIQUORS
License Type: COMBINATION BAR & PACKAGE STORE
Address: 2305 E 12TH ST
Total Calls: 42 +19

Disturbance	6
Traffic Stop	6
911-Welfare	5
Alarm Security	4
Citizen Assist	3
Burglary Auto	2
Hit and Run	2
Reddi	2
Unconsciousness	2
Welfare Check	2
Accident PD	1
EMS Assist	1
Fight	1
Information	1
Juvenile Prob	1
Suspicious	1
Theft	1
Threatening	1

ARMOR'S RESTAURANT INC
SILVER FOX STEAKHOUSE
License Type: BAR
Address: 3422 S ENERGY LN
Total Calls: 32 +18

Traffic Stop	9
Accident PI	4
Stray Animal	4
911-Welfare	2
Accident PD	2
Public Intox	2
Alarm Security	1
Attempt-Locate	1
Choking	1
EMS Assist	1
Motorist Assist	1
Reddi	1
Theft	1
Wanted Person	1
Welfare Check	1

OG OF CASPER INC
OLIVE GARDEN ITALIAN RESTAURANT
#1828

License Type: BAR & GRILL

Address: 5070 E 2ND ST

Total Calls: 18 +9

Alarm Security	4
Extra Patrol	2
Hit and Run	2
911-Welfare	1
Accident PD	1
Alarm Holdup	1
Animal Problem	1
Citizen Assist	1
Fire assist	1
Property Damage	1
Reddi	1
Stray Animal	1
Traffic Stop	1

Chapter 5.08 - ALCOHOLIC BEVERAGES [1]

Footnotes:

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Editor's note— Ord. No. 2-19, adopted Mar. 5, 2019, repealed the former Ch. 5.08, §§ 5.08.010, 5.08.020, 5.08.025, 5.08.030, 5.08.035, 5.08.040—5.08.180, 5.08.185, 5.08.190, 5.08.195, 5.08.200—5.08.280, 5.08.290, 5.08.295, 5.08.300—5.08.470, and enacted a new Ch. 5.08 as set out herein. The former Ch. 5.08 pertained to similar subject matter. The historical notations of the former Ch. 5.08 have been preserved for reference purposes.

5.08.010 - Definitions.

As used in this chapter:

1. "Alcoholic liquor" means any spirituous or fermented fluid, substance or compound other than malt beverage, intended for beverage purposes, which contains at least one-half of one percent of alcohol by volume. As used in this paragraph, "beverage" does not include liquid filled candies containing less than six and one-quarter percent of alcohol by volume.
2. "Bar and grill liquor license" means the authority under which a licensee is permitted to sell alcoholic liquor or malt beverages for consumption on the premises owned or leased by the licensee, and is subject to the limitations hereinafter provided.
3. "Barrel" is a unit of liquid measure equal to thirty-one U.S. gallons.
4. "Brewery" means a commercial enterprise at a single location producing more than fifty thousand barrels per year of malt beverage.
5. "Building" means a roofed and walled structure built or set in place for permanent use.
6. "Club" means any of the following organizations:
 - a. A post, charter, camp or other local unit composed only of veterans and its duly organized auxiliary, chartered by the Congress of the United States for patriotic, fraternal or benevolent purposes and, as the owner, lessee or occupant, operates an establishment for these purposes within the state;
 - b. A chapter, lodge or other local unit of an American National Fraternal Organization and, as the owner, lessee or occupant, operates an establishment for fraternal purposes within the state. As used in this subdivision, an American Fraternal Organization means an organization actively operating in not less than thirty-six states or having been in active continuous existence for not less than twenty years, but does not mean a college fraternity;
 - c. A hall or building association of a local unit specified in subdivisions a and b of this subsection, of which all of the capital stock is owned by the local unit or its members, operating clubroom facilities for the local unit;
 - d. A golf club having more than fifty bona fide members and owning, maintaining or operating a bona fide golf course together with a clubhouse;
 - e. A social club with more than one hundred bona fide members who are residents of the county in which it is located, owning, maintaining or operating club quarters, incorporated and operating solely as a nonprofit corporation under the laws of this state and qualified as a tax exempt organization under the Internal Revenue Service Code and having been continuously operating for a period of not less than one year. The club shall have had during this one-year period a bona fide membership paying dues of at least

twenty-five dollars per year as recorded by the secretary of the club, quarterly meetings, and an actively engaged membership carrying out the objects of the club. A social club shall, upon applying for a license, file with the licensing authority and the division a true copy of its bylaws and shall further, upon applying for a renewal of its license, file with the licensing authority and the division a detailed statement of its activities during the preceding year which were undertaken or furthered in pursuit of the objects of the club together with an itemized statement of amounts expended for such activities. Club members, at the time of application for a limited retail liquor license pursuant to this chapter, shall be in good standing by having paid at least one full year in dues;f.Club does not mean college fraternities, sororities or labor unions.

7. "Conviction" shall mean a finding of guilty, the entry of a guilty or no contest plea, or the entry of a guilty or no contest plea as part of a deferred sentence in any court.
8. "Division" means the Wyoming Liquor Division.
9. "Industry representative" means and includes all wholesalers, manufacturers, rectifiers, distillers and breweries dealing in alcoholic liquor or malt beverage, and proscriptions under their conduct includes conduct by a subsidiary, affiliate, officer, director, employee, agent, broker or any firm member of such entity.
10. "Intoxicating liquor," "alcoholic liquor," "alcoholic beverage" and "spirituous liquor" are construed as synonymous in meaning and definition.
11. "Licensee" means a person holding a:
 - a. Retail liquor license;
 - b. Limited retail liquor license;
 - c. Resort liquor license;
 - d. Twenty-four hour malt beverage permit;
 - e. Restaurant liquor license;
 - f. Catering permit;
 - g. Special malt beverage permit;
 - h. Bar and grill liquor license;
 - i. City-issued satellite manufacturer's permit;
 - j. Microbrewery permit;
 - k. Winery permit;
 - l. Winery satellite permit;
 - m. Special malt beverage permit for events conducted at rodeo arenas issued pursuant to Wyoming Statutes Section 12-4-507.
12. "Limited retail liquor license" means a license issued as hereinafter provided to a bona fide fraternal club.
13. "Local licensing authority" means the city council of Casper, Wyoming.
14. "Malt beverage" means any fluid, substance or compound intended for beverage purposes manufactured from malt, wholly or in part, or from any substitute therefor, containing at least one-half of one percent of alcohol by volume.
15. "Malt beverage permit" means the authorization under which the licensee is permitted to sell malt beverages only.
16. "Manufacture" or "manufactures" means distilling or rectifying and bottling or packaging any spirituous fluid, substance or compound intended for beverage purposes which contains at least one-half of one percent alcohol by volume;

17. "Microbrewery" is a commercial enterprise as defined by Wyoming Statutes Section 12-1-101(a)(xix).
18. "Operational," for nongovernmental owned properties, means offering for sale on an ongoing weekly basis for twelve months per year during the license term year to the general public, alcohol and malt beverages as authorized, and as stated herein excluding periods of time where government issued community public health orders restrict the licensee's business operations.
19. "Original package" means any receptacle or container used or labeled by the manufacturer of the substance, containing any alcoholic liquors or malt beverages.
20. "Person" includes an individual person, partnership, corporation, limited liability company or association.
21. "Resident" means a domiciled resident and citizen of Wyoming for a period of not less than one year who has not claimed residency elsewhere for any purpose within a one-year period immediately preceding the date of application for any license or permit authorized under this chapter.
22. "Restaurant" means space in a building maintained, advertised and held out to the public as a place where individually priced meals are prepared and served primarily for on-premises consumption and where the primary source of revenue from the operation is from the sale of food and not from the sale of alcoholic or malt beverages.
23. "Restaurant liquor license" means the authority under which a licensee is permitted to sell alcoholic liquor and malt beverages for consumption on the premises owned or leased by the licensee, and is subject to the limitations hereinafter provided.
24. "Retail liquor license" means the authority under which a licensee is permitted to sell alcoholic liquor or malt beverages for use or consumption, but not for resale.
25. "Room" means an enclosed and partitioned space within a building, large enough for a person. Partitions may contain windows and doorways, but any partition shall extend from floor to ceiling.
26. "Sell" or "sale" includes offering for sale, trafficking in, bartering, delivery, or dispensing and pouring for value, exchanging goods, services or patronage, or an exchange in any way other than purely gratuitously. Every delivery of any alcoholic liquor or malt beverage made otherwise than by gift constitutes a sale.
27. "Special malt beverage permit" means the authority under which a licensee is permitted to sell malt beverages at public auditoriums, civic centers or events centers, meeting the qualifications hereinafter provided.
28. "Weekly basis" means at least eight hours per day five days per week for forty-six weeks for retail, and bar and grill licenses at a location not owned by the state of Wyoming, Natrona county or the city of Casper, and at least five hours per day five days per week for fifty weeks per year for a restaurant license, unless the license was issued as a seasonal license and excluding periods of time where government issued public health orders restrict community wide business operations.
29. "Wholesaler" means any person, except the commission, who sells any alcoholic or malt beverage to a retailer for resale.
30. "Winery" means a commercial enterprise manufacturing wine at a single location in Wyoming in quantities not to exceed ten thousand gallons per year.
(Ord. 33-06, §§ 1, 2, 2006; Ord. 24-96, § 1, 1996; Ord. 22-93, § 1, 1993; Ord. 8-88, § 1, 1988; Ord. 25-86 (part), 1986: prior code § 3-1)

(Ord. No. 34-15, § 1, 12-15-2015; Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020; Ord. No. 24-21, 8-17-2021)

5.08.020 - Authorization—Rules and regulations.

A. The City of Casper may issue liquor licenses of the types, and in the manner, and subject to fees and regulations allowed by the State Liquor Code, Wyoming State Statutes 12-1- 101 et seq. as these statutes may be amended from time to time.

B. The city council is authorized to license, regulate and prohibit the retail sale of alcoholic liquors and malt beverages under this chapter. The city council may, from time to time, make rules and regulations as it deems necessary to carry out the provisions of this chapter; provided that said rules and regulations are consistent with the provisions contained in this chapter and the applicable state statutes.

(Ord. 25-86 (part), 1986: prior code § 3-45)

(Ord. No. 2-19, 3-5-2019)

5.08.030 - Compliance with requirements.

All liquor license applicants and holders and their employees and agents shall comply with all relevant provisions of Wyoming Statutes Section 12-1-101 et. seq. and any applicable city ordinances, resolutions, rules, and regulations as they may be amended from time to time.

Any violation of this chapter occurring on a licensed premise or in relation to any other license or permit shall be attributable to the license or permit holder for purposes of licensure oversight and the public health and safety and peace. The acts or omissions of employees or agents of the licensee or permit holder are the responsibility of the licensee or permit holder.

(Ord. No. 2-19, 3-5-2019)

5.08.040 - License—Required.

It is unlawful for any person to manufacture, brew, vint, or distill, or possess for sale, sell or dispense for any pecuniary advantage or give away to the public, as an inducement to the public to patronize any business, place or person within the city, any alcoholic liquor or malt beverage as defined in this chapter, or to operate a microbrewery, winery, or manufacturing operation within the city without first obtaining a license to do so and paying the license fees therefor, and for a distiller, a satellite manufacturer's permit.

(Ord. 22-93 § 2, 1993: Ord. 25-86 (part), 1986: prior code § 3-9)

(Ord. No. 2-19, 3-5-2019)

5.08.050 - License application—Contents and fees.

Any person desiring a license or permit, including a satellite manufacturer's permit, under the provisions of this chapter, if alcoholic beverage sales thereunder are to take place within the city, shall apply to the city council for the same upon a form of application prepared by the attorney general of the state and furnished to the city. It shall be sworn to by the applicant, filed timely in the office of the city clerk and be accompanied by the sum of fifteen dollars in the event that it is

submitted as an application for annual renewal to become effective on the annual renewal date of April 1, and in the sum of eighty dollars for an application submitted at any other time or for any other purpose. The set amount is intended to defray the expense including publishing notice of such application as required by law. Such application shall contain the following the information:

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

B. The age and residence of the applicant, and of each applicant or partner if the application is made by more than one individual or by a partnership;

C. A disclosure of any criminal record of the applicant or any partner equal to a felony conviction under Wyoming law and any conviction for a violation of Wyoming law relating to the sale or manufacture of alcoholic or malt beverages within ten years prior to the filing of the application;

D. If the applicant is a corporation:

1. The name, age and residence of each officer, director and stockholder holding, either jointly or severally, ten percent or more of the outstanding and issued capital stock of the corporation; and

2. Whether any officer, director or stockholder with ten percent or more ownership has been convicted of a violation of law as provided in subsection C of this section;

E. A statement indicating the financial condition and financial stability of a new applicant;

F. The site and the zoning of the site where the applicant will sell under the license;

G. If the applicant is a limited liability company:

1. The name, age and residence of each officer, manager and member holding, either jointly or severally, ten percent or more of the outstanding ownership of the limited liability company; and

2. If any officer, manager or member with ten percent or more ownership has been convicted of a violation of law as provided under subsection C of this section;

H. No person or partner shall have any interest, directly or indirectly, in a license or permit unless he signs and verifies the application for the license or permit. No corporation shall be granted a license or permit unless two or more of the officers or directors sign and verify the application on behalf of the corporation and also verify upon their oath as individuals that the statements and provisions contained therein are true, except that if all the stock of the corporation is owned by one individual then that individual may sign and verify the application and verify upon his oath that the statements and provisions contained therein are true. No limited liability company shall be granted a license or permit unless at least one of the officers, managers, or if there are no officers or managers, at least one of the members who is duly authorized to act on behalf of the limited liability company signs and verifies the application on behalf of the company and also verifies upon his oath that the statements and provisions contained therein are true.

(Ord. No. 9-17, § 2, 6-20-2017; Ord. 40-07 § 1, 2007; Ord. 24-96 § 4, 1996; Ord. 26-89, 1989; Ord. 2-87 § 1, 1987; Ord. 25-86 (part), 1986; prior code § 3-10)

(Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020)

5.08.060 - License application—Change of ownership and other information.

A. Corporate and limited liability company licensees and permittees shall advise the city council within thirty days in writing of any change in the information in any application required under this chapter. The city shall provide the commission a copy of a notification of change.

B. Whenever an interest of more than ten percent of the whole interest in any corporation, association or organization holding a retail liquor license is sought to be sold, assigned or otherwise transferred, a new application shall first be filed with the city clerk and no such sale, assignment or transfer shall be made without the prior approval of the city council.

C. Whenever ownership of a license or permit is proposed to be transferred, or a retail or limited retail liquor license moved to a different location, or a licensed or permitted facility is proposed to be expanded, a new application shall first be filed with the city clerk, and no such transfer, move or expansion shall be made without the prior approval of the city council as set forth herein.

(Ord. 24-96 § 5,1996; Ord. 25-86 (part), 1986: prior code § 3-13)

(Ord. No. 2-19, 3-5-2019)

5.08.070 - License application—Affidavits required.

In addition to the application form, each applicant shall furnish the city an affidavit in duplicate, setting forth the names and addresses of all stockholders and their respective stockholdings if the applicant is a corporation, and the names and addresses of all members if the applicant is an association or organization. Such affidavit shall also state whether or not any relative by blood or marriage of an individual applicant, partner, stockholder of a corporation or a member of an association or organization making application has any interest in any retail liquor license issued by the city and, if so, the name and address of each such person; such affidavit shall also state whether or not any person, other than the applicant, has any interest, whether direct or indirect, in the license and, if so, the nature of the interest.

(Ord. 2-87 § 2,1987: Ord. 25-86 (part), 1986: prior code § 3-14)

(Ord. No. 2-19, 3-5-2019)

5.08.080 - License application—Notice, hearing and appeals procedure.

A. When an application for a license, permit, or renewal, or a transfer of location or ownership thereof has been filed with the city clerk, the clerk shall promptly prepare a notice of application and publish the notice in a newspaper of local circulation once a week for two consecutive weeks. The notice shall state that a named applicant has applied for a license, special malt beverage permit, renewal, expansion or transfer thereof, and that protests against the issuance, renewal, expansion or transfer of the license or special malt beverage permit will be heard at a designated meeting of the city council. Each applicant shall, at the time of filing his application, pay the clerk an amount sufficient to cover the costs of publishing notice. Notices may be substantially in the following form:

NOTICE OF APPLICATION FOR A _____

Notice is hereby given that on the _____ day of _____, 20____, (name of applicant) filed an application for a _____ license (permit), in the office of the Clerk of the City of Casper for the following building (insert address) and protests, if any there be, against the issuance (transfer or renewal) of the license (permit) will be heard at the hour of ____m. on the _____ day of _____, 20____, in the (meeting place of the governing body).

Dated _____

Signed
City Clerk

B. Any license or other permit authorized under this chapter shall not be issued, renewed, expanded or transferred until on or after the date set in the notice for hearing protests. If a renewal or transfer hearing, the hearing shall be held no later than thirty days preceding the expiration date of the license or special malt beverage permit. A license or special malt beverage permit shall not be issued, renewed, expanded or transferred if the city council finds from evidence presented at the hearing:

1. The welfare of the people residing in the vicinity of the proposed license or permit premises is adversely and seriously affected;
2. The purpose of this chapter shall not be carried out by the issuance, renewal, expansion or transfer of the license or permit;
3. The number, type and location of existing licenses or special malt beverage permits meet the needs of the vicinity under consideration;
4. The desires of the residents of the city will not be met or satisfied by the issuance, renewal or transfer of the license or special malt beverage permit; or
5. Any other reasonable restrictions or standards which may be imposed by the city council shall not be carried out by the issuance, renewal, expansion or transfer of the license or permit.

C. When any application is filed with the city council, the city clerk shall immediately forward a copy of the application to the division. The city council shall not approve or deny an application until the division has certified the application is complete pursuant to this subsection. All applications shall be deemed to be certified unless objection is made by the division within ten working days after receipt of the application. Upon approval or denial of an application, the city council shall promptly notify the division.

D. An applicant for a renewal license or special malt beverage permit may appeal to the district court from an adverse decision by the city council. No applicant for a new license or permit shall have a right of appeal from the decision of the city council denying an application.

E. Upon an appeal, the person applying for renewal of license shall be named as plaintiff, with the city council named as defendant. During the pendency of an appeal, a renewal license denied by the city council shall not be granted to any other applicant. Upon notice of appeal the city clerk shall transmit to the clerk of the district court a certified copy of the application, of each protest, if any, and of the minutes recording the decision appealed from. The appeal shall be heard as a trial de novo with evidence taken and other proceedings had as in the trial of civil actions. The court may accept and consider as part of the record certified documents forwarded

to the court by the city clerk. The case shall be heard promptly and the procedure shall conform to the Wyoming Rules of Civil Procedure unless other procedures are provided for or required. F. The date the renewal application is due to the city clerk's office for renewal is the second Monday in December of each calendar year. Renewal applications received after this date will be assessed a late fee or the license will be deemed as abandoned: a late fee of two hundred fifty dollars shall be assessed for applications received one to five days late; a late fee of five hundred dollars shall be assessed for applications received six to ten days late; greater than ten days the license shall be deemed as abandoned and the clerk shall not accept a renewal application eleven days after the renewal application. Late fees must be paid before the city clerk will accept a renewal application.

(Ord. No. 9-17, § 3, 6-20-2017; Ord. 24-96 §§ 6, 1996; Ord. 25-86 (part), 1986: prior code § 3-15)

(Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020; Ord. No. 24-21, 8-17-2021)

5.08.085 - Suspension of license by licensing authorities for failure to pay sales tax.

The city council may suspend any license issued under this title if the licensee fails to pay sales taxes and the division has ceased sales of alcoholic liquor to the licensee. The licensee may appeal license suspension to the district court in the manner specified under Wyoming Statutes Section 12-4-104 and the appeal proceedings shall be in accordance with the Wyoming Rules of Appellate Procedure. The suspension shall remain in effect pending a decision by the appellate court.

(Ord. 24-96 § 3, 1996)

(Ord. No. 2-19, 3-5-2019; Ord. No. 24-21, 8-17-2021)

Editor's note— Ord. No. 24-21, adopted Aug. 17, 2021, renumbered former § 5.08.090 as § 5.08.085.

5.08.090 - Winery permits; authorized; conditions; satellite winery permits; direct shipment of wine; fees.

A. Subject to restrictions imposed under Wyoming Statutes Section 12-4-103 excluding Wyoming Statutes Section 12-4-103(a)(vi), the local licensing authority may issue a winery permit authorizing a permit holder to manufacture wine and dispense the manufactured wine for on-premises and limited off-premises personal consumption.

B. The local licensing authority:

1. May allow the sale of other wines under a winery permit for on-premises consumption when obtained from the division;
2. May allow the winery to sell its manufactured wine on site for off-premises personal consumption, not for retail sale, in packaging of bottles of an aggregate volume not to exceed two thousand twenty-eight ounces per sale;
3. In accordance with the process established under this chapter, may allow the transfer of a winery permit to another location and ownership of the winery may be transferred upon approval by the local licensing authority;

4. Shall assess a fee of five hundred dollars payable annually in advance for each winery permit. When dual ownership of a winery permit and a liquor license exists no additional fee shall be assessed other than the retail, restaurant, bar and grill or resort license fee.

C. Wyoming Statutes Section 12-4-410 shall apply to any person holding a winery permit and a restaurant liquor license and Wyoming Statutes Section 12-4-413 shall apply to any person holding a winery permit and a bar and grill liquor license, except that either dual holder:

1. May sell the manufactured wine for limited off-premises personal consumption pursuant to paragraph B.2 of this section;
2. May upon cessation of full service restaurant operations, serve a limited menu and continue to serve wines authorized under the winery permit;
3. Shall not include sales of wines authorized under the winery permit, or sales other than food service and alcoholic beverages, in the annual gross sales report required under Wyoming Statutes Section 12-4-408(c).

D. The local licensing authority may issue to the holder of a winery permit under this section a satellite winery permit which allows the permittee to sell wine manufactured at the site identified on the manufacturer's license at up to three satellite locations within Wyoming separate from its licensed manufacturing site under the original permit fee. The satellite winery permit may be issued on application to the appropriate licensing authority. The local licensing authority may require a public hearing and the payment of an additional permit fee of one hundred dollars regardless of the number of satellite locations. The satellite winery permit shall be subject to the terms and conditions of Wyoming Statutes Section 12-4-106, and the licensed building provisions of Wyoming Statutes Section 12-5-201.

E. Notwithstanding paragraph B.2. of this section and Wyoming Statutes Section 12-5-201, any person holding a winery permit as provided by this section, may sell and ship its manufactured wine which is not listed with the liquor division as part of its inventory and distribution operation to any Wyoming retail establishment which holds a liquor license in this state.

F. Any licensed winery holding a winery permit pursuant to this section shall:

1. Not ship more than a total of one hundred eight liters of its manufactured wine to any one household in this state during any twelve-month period;
2. Offer to sell its manufactured wine to the liquor division at wholesale prices if the winery ships more than ninety liters total of any of its manufactured wine to any combination of households or licensed retailers in this state;
3. Ship its manufactured wine only to individuals who are at least twenty-one years of age for such individual's personal use and not for resale;
4. Ensure that all shipping containers of manufactured wine shipped pursuant to this section are conspicuously labeled with the words: "CONTAINS ALCOHOLIC BEVERAGES, ADULT (OVER 21) SIGNATURE REQUIRED FOR DELIVERY";
5. Ensure that all of its shipments within this state are made by a duly licensed carrier and further ensure that such carriers comply with the requirement to obtain an adult signature;
6. Maintain records for at least three years that will permit the local licensing authority to ascertain the truthfulness of the information filed and permit the city to examine licensee's records upon reasonable request.

G. The local licensing authority may issue to a winery permit holder an off-premises wine permit for the purpose of selling its own manufactured wine at meetings, conventions, private parties, dinners and other similar gatherings to promote the holder's product. No permittee holding an off-premises wine permit shall sell or permit consumption of any of their manufactured product off the premises described in the permit. An off-premises wine permit shall be issued for one, twenty-four-hour period, subject to the schedule of operating hours set pursuant to Wyoming Statutes Section 12-5-101. No holder of a wine permit shall receive more than twelve off-premises wine permits in any one calendar year. An off-premises wine permit may be issued on application to the appropriate licensing authority. The local licensing authority may require payment of an additional permit fee of not less than ten dollars nor more than fifty dollars per twenty-four-hour period.

H. The holder of a winery permit under this section may also hold a manufacturer's license under Wyoming Statutes Section 12-2-203(a).
(Ord. No. 24-21, 8-17-2021)

5.08.100 - Microbrewery permits; authorized; fees.

A. Subject to restrictions imposed under Wyoming Statutes Section 12-4-103 excluding Wyoming Statutes Section 12-4-103 (a)(vi), the local licensing authority may issue a microbrewery permit authorizing a permit holder to brew a malt beverage and dispense the brewed malt beverage for on-premises and limited off-premises personal consumption. For the purposes of this section, "on-premises" may include a fenced or enclosed area immediately adjacent to the licensed brewing site as approved by the local licensing authority. The dispensing of malt beverages in an immediately adjacent area authorized by this paragraph shall be subject to the schedule of operating hours set by the local licensing authority. Any microbrewery permit holder shall:

1. Maintain records for at least three years that will permit the local licensing authority to ascertain the truthfulness of the information filed within the state and permit the city to examine the licensee's records upon reasonable request.

B. The local licensing authority:

1. May allow the sale of malt beverage obtained through a contract brewing arrangement and other malt beverages under a microbrewery permit for on-premises consumption when obtained through licensed wholesale malt beverage distributors;
2. May allow the microbrewery to sell on site its brewed product and its malt beverage obtained through a contract brewing arrangement for off-premises personal consumption, not for retail sale, in packaging of bottles, cans or packs of an aggregate volume not to exceed two thousand ounces per sale;
3. In accordance with the process established under this chapter, may allow the transfer of a microbrewery permit to another location and ownership of the microbrewery may be transferred upon approval by the local licensing authority; and
4. Shall assess a fee of five hundred dollars payable annually in advance for each microbrewery permit. When dual ownership of a microbrewery permit and a liquor license exists no additional fee shall be assessed other than the retail, restaurant, bar and grill or resort license fee.

C. Wyoming Statutes Section 12-4-410 shall apply to any person holding a microbrewery permit and a restaurant liquor license and Wyoming Statutes Section 12-4-413 shall apply to any person holding a microbrewery permit and a bar and grill liquor license, except that either dual holder:

1. May sell the brewed malt beverage for limited off-premises personal consumption pursuant to paragraph B.2. of this section;
2. May upon cessation of full service restaurant operations, serve a limited menu and continue to serve malt beverages authorized under the microbrewery permit;
3. Shall not include sales of malt beverages authorized under the microbrewery permit, or sales other than food service and alcoholic beverages, in the annual gross sales report required under Wyoming Statutes Section 12-4-408(c).

D. The local licensing authority may authorize a microbrewery to operate at more than one location. The local licensing authority may require the payment of an additional permit fee of one hundred dollars regardless of the number of locations authorized for the microbrewery. All locations shall be subject to all provisions of this chapter related to the operation of a microbrewery.

E. The holder of a microbrewery permit under this section may also hold a manufacturer's license under Wyoming Statutes Section 12-2-203(a).

(Ord. No. 9-17, § 1,6-20-2017; Ord. No. 11-14, § 1, 6-3-2014; Ord. 33-06 § 3,2006; Ord. 24-96 § 2,1996; Ord. 22-93 § 3,1993)

(Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020; Ord. No. 24-21, 8-17-2021)

Editor's note— Ord. No. 24-21, adopted Aug. 17, 2021, changed the title of § 5.08.100 from "Microbrewery and winery permits; authorized; conditions; dual permits and licenses; satellite winery permits; direct shipment of wine; fees" to read as herein set out.

5.08.105 - Manufacturing and rectifying.

A. A holder of a manufacturer's license who is a federally licensed distiller or rectifier may dispense free of charge at the site identified on the manufacturer's license samples in quantities not to exceed one and one-half ounces of their product manufactured at the site identified on the manufacturer's license and no more than three ounces of samples per consumer per day. The dispensing of samples shall be subject to the schedule of operating hours set pursuant to the licensed building provisions provided in Wyoming Statutes Section 12-5-201.

B.

1. The local licensing authority may issue to the holder of a manufacturer's license granted under subsection A of this section who is a federally licensed distiller or rectifier, a satellite manufacturer's permit which allows the permittee to sell product manufactured at the site identified on the manufacturer's license at not more than one satellite location within Wyoming separate from its manufacturing site under the original permit. All products sold at a manufacturer's satellite location shall be obtained through the division. The satellite manufacturer's permit may be issued on application to the appropriate licensing authority. The local licensing authority shall require a public hearing and the payment of an additional permit fee of one hundred dollars. The satellite manufacturer's permit shall be subject to the terms and conditions of Wyoming Statutes Section 12-4-106, the schedule of operating hours established in this chapter and the licensed building provisions pursuant to Wyoming Statutes Section 12-5-201.

2. A manufacturer's off-premises permit authorizes the permittee to sell product manufactured at the site identified on the manufacturer's license only for sales at meetings, conventions, private parties, dinners and other similar gatherings to promote

their product. No permittee holding a manufacturer's off-premises permit shall sell or permit consumption of any of their manufactured product off the premises described in the permit. An off-premises permit shall be issued for one, twenty-four-hour period, subject to the schedule of operating hours set in this chapter. No holder of a manufacturer's license shall receive more than twelve off-premises permits in any one calendar year. An off-premises permit may be issued on application to the appropriate licensing authority. The local licensing authority may require payment of fifty dollars per twenty-four-hour period.

C. For purposes of this section:

1. "Distiller" includes any person who:

- a. Produces distilled spirits from any source or substance;
 - b. Brews or makes mash, wort or wash fit for distillation or for the production of distilled spirits, other than the making or using of mash, wort or wash in the authorized production of wine or beer, or the production of vinegar by fermentation;
 - c. By any process separates alcoholic spirits from any fermented substance; or
 - d. Making or keeping mash, wort or wash, has a still in operation at the site identified on the manufacturer's license.
2. "In operation" for this section means is currently being operated or has been operated in the preceding twelve months with all necessary permits;
3. "Manufacture" or "manufactured" means distilling or rectifying and bottling or packaging any spirituous fluid, substance or compound intended for beverage purposes which contains at least one-half of one percent alcohol by volume;
4. "Rectifier" includes any person who colors, flavors or otherwise processes distilled spirits by distillation, blending, percolating or other processes.

(Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020; Ord. No. 24-21, 8-17-2021)

5.08.110 - Delivery of alcoholic liquors and malt beverages.

A. Retail liquor licensees, microbrewery permit holders, winery permit holders, winery satellite permit holders and manufacturer licensees with a satellite location may deliver or contract to have delivered alcoholic liquors and malt beverages to customers provided:

1. All sales of alcoholic liquors and malt beverages under this subsection shall take place in the licensed building. Orders of alcoholic liquors and malt beverages may be placed by phone, online or through a mobile application. All deliveries under this subsection shall be completed during the licensee's remaining operating hours on the same day the alcoholic liquors or malt beverages are removed from the inventory of the licensed premises;
2. No order shall be received nor shall any delivery be made to or by a person under the age of twenty-one years. All deliveries shall require the purchaser to provide to the deliverer a valid government issued identification demonstrating the purchaser is twenty-one years of age or older;
3. All package sales and deliveries of alcoholic liquors and malt beverages for off-premises consumption shall be sealed. For purposes of this paragraph, "sealed" means a product enclosed:
 - a. In its original package and unopened;
 - b. In a plastic bag and heat sealed closed; or

- c. In a container that has a breakable seal incorporated in the container cap.
- 4. Any contract delivery service shall adhere to the requirements of this chapter when delivering alcoholic liquors and malt beverages; and
- 5. Microbrewery permit holders, winery permit holders, winery satellite permit holders and manufacturer licensees with a satellite location shall only deliver or contract to have delivered their respective manufactured products.
- 6. Only retail liquor licenses, microbrewery permit holders, winery permit holders, winery satellite permit holders and manufacturer licenses with a satellite location, which have been issued licenses or permits by the city council of Casper, Wyoming, may engage in the delivery of alcoholic liquor and malt beverages within the confines of Casper's city limits. Wine sold pursuant to federal and state laws must be "shipped" to residences or wholesalers within the Casper city limits.

(Ord. No. 24-21, 8-17-2021)

5.08.120 - Evidence of sale—Persons and alcoholic beverages on premises.

The presence of any person in any unlicensed structure, room or place, other than the person maintaining the place, such person having upon any table, bench, bar or other article any container wherein there is any alcoholic liquor or malt beverage and in near proximity to where any such person is standing or sitting is prima facie evidence that the person maintaining the premises is maintaining a nuisance.

(Ord. No. 2-19, 3-5-2019)

5.08.130 - Special malt beverage permit; public auditoriums, civic centers or event centers.

A. Special malt beverage permits are authorized pursuant to the following:

- 1. Public auditoriums, civic centers and events centers meeting the qualifications of this section may be licensed by the city council under special malt beverage permits.
- 2. The permits may limit where the malt beverages may be sold and consumed.
- 3. To qualify for a special malt beverage permit an applicant must meet the following requirements:
 - a. The applicant must be a responsible person or organization;
 - b. The public auditorium, civic center or events center shall be owned by the city, county, the state, or the DDA which has an attendance capacity for no less than four hundred persons and is used for public gatherings;
 - c. The person or organization applying for an operating permit, if not the owner of the public auditorium, civic center, or events center, must hold a written agreement with the owner of the public auditorium, civic center or events center, giving said applicant the right to sell concessions within the building or location for either daily use or for the license year (April 1 to March 31 for which the application is made.)
- 4. No person or organization holding a special malt beverage permit shall sell any alcoholic liquor other than malt beverages on the premises or location described on the permit, nor shall any malt beverage be sold for consumption off the premises or outside the location authorized by the permit. It shall be an obligation and a responsibility of the holder of the permit to see that no sales are made to any person under the age of twenty-one years and there be no violations of this chapter.

5. An annual permit authorized by this section shall be issued after a hearing on the application, and the license fee of one thousand dollars shall be payable annually in advance. Daily permits may be issued by the city clerk's office, subject to the requirements of this section; the fee for a daily permit shall be fifty dollars.

6. The permits shall be subject to such rules and regulations as may be established by the city council.

(Ord. No. 9-17, § 4, 6-20-2017; Ord. 8-88 § 3, 1988; Ord. 25-86 (part), 1986: prior code § 3-22)

(Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020; Ord. No. 24-21, 8-17-2021)

Editor's note— Ord. No. 24-21, adopted Aug. 17, 2021, changed the title of § 5.08.130 from "Special malt beverage permit" to read as herein set out.

5.08.140 - Malt beverage and catering permits for public events.

A.

1. A malt beverage permit, authorizing the sale of malt beverages only, may be issued by the city manager or his or her designee to any responsible person or organization for sales at a picnic, bazaar, fair, rodeo, special holiday or similar public gathering. No person or organization holding the special permit shall sell any alcoholic liquor other than malt beverages at the location described on the permit, nor shall any malt beverage be sold or consumed outside the location authorized by the permit. Privately owned or leased locations shall be subject to the restrictions set forth in subsections G and H.

2. Any person selling or dispensing a malt beverage pursuant to this subsection shall have completed successfully an alcohol server training program as approved by Wyoming Statutes Section 12-2-402.

The person and the organization which requested and were issued the malt beverage permit are jointly and severally liable for any fine imposed by the court for a violation of Chapter 5.08 of the Casper Municipal Code.

B. A catering permit authorizing the sale of alcoholic liquor and malt beverages may be issued by the city manager or his or her designee to any person holding a retail liquor license authorizing the off-premises sale of both alcoholic and malt beverages, for sales at events not capable of being held within the licensee's licensed premises. No licensee holding a catering permit shall sell or permit consumption of any alcoholic liquor or malt beverage outside the location described in the permit, except as to a special area or district as authorized by resolution adopted by the city council pursuant to Casper Code Section 5.08.480. Catering permits under this subsection shall not be valid to operate a continuing business.

C. The permits authorized by this section shall be issued for one, twenty-four-hour period, subject to the schedule of operating hours provided by this chapter. No person or organization shall receive more than a total of twelve malt beverage and thirty-six catering permits for sales at the same location in any one year. The holder of a Casper microbrewery permit issued under this chapter may hold a malt beverage permit for the purpose of selling the permittee's own brewed malt beverages.

D. The malt beverage permit and the catering permit shall be issued on application to the city manager or his or her designee without public notice or hearing. An application for a malt beverage permit or catering permit under this section shall be accompanied by a designation of

the event for which the application is sought specifying the type of event and the name of the sponsor. Any applicant applying for a permit authorized by this section and having licensed premises located within a jurisdiction other than that jurisdiction to which application is made shall secure the written approval of the licensing authority of that jurisdiction in which the licensed premises are located prior to filing an application for a permit.

E. The fee for the malt beverage permit and the catering permit shall be fifty dollars per twenty-four-hour period, payable to the city.

F. Applications shall be submitted on a form approved by the city manager or his or her designee.

G. Applications for malt beverage permits may be denied due to any of the following conditions:

1. Conviction of the following individuals and entities for one or more of the following offenses related to a similar event or location within the preceding five years prior to the date of the application as follows:

a. Applicant or applicant's entity principals, employees, agents, or representatives while travelling to or from the event or at the event:

i. Driving while under the influence;

ii. Public intoxication;

iii. Disturbing the peace/noise offense;

iv. Serving after hours at location;

v. Controlled substances offenses;

vi. Serving to a minor;

vii. Selling alcohol without a license;

viii. Violation of any provision of Chapter 5.08 of the Casper Municipal Code.

2. Convictions of any patron, guest, attendee, employee, owner, applicant, or principal resulting from four or more of any of the following offenses occurring at, or stemming from, an event location for which a permit is being applied for, within three hundred sixty-five days prior to the date of the application as follows:

a. Minor in possession;

b. Disturbing the peace/noise offense;

c. Selling alcohol without a license;

d. Furnishing alcohol to minor;

e. Driving while under the influence;

f. Controlled substances offense.

3. Applicant's business entity is not in good standing with the State of Wyoming Secretary of State.4.Applicant lack of valid Wyoming sales tax permit.5.Applicant nonresident of Wyoming.6.Applicant not obtaining other required permits, including, but not limited to, open container, street closure, and food service permits.

Any denial by the city manager or his designee may be appealed to the city council by the applicant filing a written notice of appeal with the city manager within ten days of the denial.

The appeal will be considered within thirty days of the written notice of appeal being filed.

Council's decision is final.

Upon denial, or final denial of any malt beverage permit for any of the reasons listed in this section, applicant may apply for future malt beverage permits after the expiration of three hundred sixty-five days from the date of any such denial.

The provisions of this section shall become applicable for any license applied for or any conviction of the listed offenses occurring after the effective date of this ordinance.

H. Any permit issued under this section may be revoked at any time on the discretion of the city manager, or his or her designee, or the chief of police, or his or her designee, if the event poses a risk to public safety or welfare. Upon revocation, all sales and consumption of alcohol shall cease.

(Ord. 11-05 § 1, 2005; Ord. 30-04 §§ 1 (part), 2, 2004; Ord. 33-02 § 1, 2002; Ord. 17-02 § 1, 2002; Ord. 2-91, 1991; Ord. 69-87 § 1, 1987; Ord. 25-86 (part), 1986: prior code § 3-28)

(Ord. No. 33-11, §§ 1—3, 12-20-2011; Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020; Ord. No. 24-21, 8-17-2021)

5.08.150 - License holder restrictions.

A. A license or permit authorized by this chapter shall not be held by, issued or transferred to:

1. Any party who does not own the licensed building or hold a written lease for a period for which the license will be effective, containing an agreement by the lessor that alcoholic liquor or malt beverages may be sold upon the leased premises, except as provided by subdivision 2 of this subsection;
2. Any licensee who fails to demonstrate that his licensed alcoholic or malt beverage enterprise will be operational in a planned but not physically functional building within one year after a license or permit has been issued or transferred, or if holding a license, fails to open his business in a functional building within one year after license issuance or transfer. Upon a showing of good cause by the licensee and for an additional period of not to exceed one year, the local licensing authority may extend the time period in which the business or enterprise of the licensee is required to become operational for business pursuant to this subsection. Any license or permit in violation of this subsection shall not be renewed by the city council;
3. A manufacturer of alcoholic beverages or wholesaler of malt beverages; provided, however, this prohibition is not intended to prevent the manufacture from the sale of alcoholic beverages manufactured by the Casper licensed manufacturer or the sale of malt beverages under a microbrewery license issued pursuant to this chapter or an off-premises permit pursuant to Section 5.08.105(B)(1) and (B)(2) and except as provided in Section 5.08.100(1).
4. A person under twenty-one years of age;
5. A college fraternity or organization created by one or more college fraternities;
6. A chamber of commerce;
7. A corporation or a limited liability company which has not qualified to do business in Wyoming;
8. An individual who is not a resident; or
9. Any partnership or group of two or more persons unless each individual interested, directly or indirectly, is a resident.
10. Except as provided in subsection 11 of this section, a license or permit authorized by this chapter shall not be renewed if the licensee or permittee did not, during the previous one-year term of the license or permit, purchase at least two hundred fifty dollars of

alcoholic or malt beverages from the commission or any authorized malt beverage wholesaler. A retail liquor license shall not be renewed if the licensee did not, during the previous one-year term of the license, purchase at least two thousand dollars of alcoholic beverages from the division, excluding malt beverage purchases;

11. Subsection 10 of this section shall not apply to:

- a. Any licensee or permittee having a planned but not physically functional building pursuant to subsection 3 of this section;
- b. Holders of special permits issued under Sections 5.08.130 and 5.08.140 of this code.

B. No more than one license or permit shall be issued to any one person, except for malt beverage or catering permits, or in conjunction with a microbrewery license as provided in this chapter.

(Ord. No. 9-17, § 5,6-20-2017; Ord. 24-96 § 7, 1996; Ord. 22-93 § 6, 1993; Ord. 8-88 § 2, 1988; Ord. 25-86 (part), 1986: prior code § 3-12)

(Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020; Ord. No. 24-21, 8-17-2021)

5.08.160 - License interest restrictions.

No person or partner shall have any interest, directly or indirectly, in a license or permit unless he signs and verifies the application for the license or permit and no corporation shall be granted a license or permit unless two or more of the officers or directors sign and verify the application on behalf of the corporation and also verify upon their oath as individuals that the statements and provisions are true.

(Ord. 25-86 (part), 1986: prior code § 3-11)

(Ord. No. 2-19, 3-5-2019)

5.08.170 - Retail, resort and restaurant license fees.

Every person holding a retail, resort or restaurant license authorized by the provisions of this chapter shall pay annually in advance, for a license hereunder, the sum of one thousand five hundred dollars. The license fee shall be paid to the clerk of the city before the license is issued.

(Ord. 25-86 (part), 1986: prior code § 3-18)

(Ord. No. 2-19, 3-5-2019)

5.08.180 - Fee disposition—Refunds prohibited.

All fees for licenses and permits issued by the city council paid under this chapter shall be deposited into the city treasury. No refund of all or any part of a license or permit fee shall be made at any time following issuance.

(Ord. 25-86 (part), 1986: prior code § 3-16)

(Ord. No. 2-19, 3-5-2019)

5.08.190 - License and permit term.

A. A license or permit is considered a personal privilege to the holder and the term of the license or permit is for one year unless sooner revoked, except for twenty-four-hour catering and malt beverage permits. When a valid license or permit is determined to be part of the estate of a deceased holder, the administrator or executor of the estate may exercise the privilege of the deceased under the license or permit until the expiration of the license or permit.

B. The term of a license or special malt beverage permit may be less than one year if specified by the city council to coincide with the annual date or dates set by the authority for consideration of license and permit issuance, renewals and transfers. In the event that the city council issues a license or permit for a term less than one year, it shall prorate the fee accordingly. Any licensee not attempting to renew a newly issued prorated license or permit valid for a term of less than one year shall not be eligible for any license or permit authorized under this chapter for a period of two years after the expiration date of the prorated license or permit.

(Ord. 25-86 (part), 1986: prior code § 3-17)

(Ord. No. 2-19, 3-5-2019)

5.08.200 - Number of licenses allowed—Council authority.

The city council may issue less than the total number of allowable liquor licenses allowed by state statutes and may issue any license or permit authorized by this chapter.

(Ord. 25-86 (part), 1986: prior code § 3-46)

(Ord. No. 2-19, 3-5-2019)

5.08.210 - License—Display required.

Each licensee shall display his license in a conspicuous place in the licensed building.

(Ord. No. 9-17, § 6, 6-20-2017; Ord. 25-86 (part), 1986: prior code § 3-36)

(Ord. No. 2-19, 3-5-2019)

5.08.220 - License—Transfer conditions and procedures.

A. Except as otherwise provided, after public hearing and subject to the approval of the city council, a license or permit may be transferred to or renewed on different premises on the same basis as the original application or a licensed or permitted facility may be expanded. An additional license fee of not more than one hundred dollars, as specified by city council resolution, is required for the remaining term of the license or permit. A transferred license or permit shall expire on the same day as the original license or permit.

B. A licensee, or the executor or administrator of the estate of a deceased licensee, may assign or transfer the license or permit by a sale made in good faith. The assignment and transfer shall first have the approval of the city council, which consideration shall be based in part upon a public hearing and an application filed under oath by the assignee or transferee showing the person or entity to be qualified to hold a license or permit under Wyoming law. The approval of the transfer shall not be given by the city council if proceedings, including an action to collect delinquent sales tax payments pursuant to Wyoming Statutes Section 122-306, are pending to

suspend, revoke or otherwise penalize the original license or permit holder. A transfer of a license or permit shall require the payment of an additional license fee to the city of not more than one hundred dollars for the transfer, and upon assignment the assignee may exercise the privilege of continuing the business authorized by the license or permit.

C. No license or permit shall be transferred or sold except as provided in this chapter, or used at or for any location not described in the license or permit at the time of issuance. No license or permit shall be subject to attachment, garnishment or execution.

(Ord. 24-96 § 8, 1996: Ord. 25-86 (part), 1986: prior code § 3-42)

(Ord. No. 2-19, 3-5-2019; Ord. No. 24-21, 8-17-2021)

5.08.230 - Transfer, sale or attachment restrictions.

No license or permit shall be transferred or sold, or licensed or permitted facility expanded except as provided by this chapter, nor used for any place not described in the license or permit at the time of issuance, nor shall any license be subject to attachment, garnishment or execution.

(Ord. 25-86 (part), 1986: prior code § 3-43)

(Ord. No. 2-19, 3-5-2019)

5.08.240 - Liquor license application information.

All applicants for liquor licenses shall provide accurate information in conjunction with their applications. Providing false information is declared to be violation of law and may be penalized accordingly.

(Ord. 1-95 § 1, 1994)

(Ord. No. 2-19, 3-5-2019)

5.08.250 - Sales by clubs—Petition—Duties and restrictions.

A. Bona fide clubs, as defined in Section 5.08.010(5), shall be licensed under a limited retail liquor license for which they shall pay a license fee of one hundred dollars annually in advance, which license fee shall be paid to the city.

B. At least fifty-one percent of the membership of a social club as defined by Section 5.08.010(5)(e), shall sign a petition indicating a desire to secure a limited retail liquor license. The form of the petition shall be prescribed by the commission and shall include the residence address of each member signing the petition. The petition shall be submitted with the initial application for a limited retail liquor license.

C. A club holding a limited retail liquor license shall not sell alcoholic or malt beverages for consumption anywhere except within the licensed premises and for consumption by its members and their accompanied guests only. It shall be the duty and obligation of the club to check and regulate sales to members and their accompanied guests to ensure that all alcoholic or malt beverages sold are consumed within the building, space or premises.

D. Any golf club as defined by Section 5.08.010(5) which holds a club limited retail liquor license may dispense alcoholic beverages from any location within the boundaries of the golf club premises. The premises shall be a single property within a contiguous boundary upon which

the golf club is located and which shall be identified in the license. Any location on the golf club premises where alcoholic beverages are dispensed as approved by the licensing authority shall comply with applicable sanitation and fire hazard requirements and other applicable laws. (Amended during Supp. No. 26, 1-07; Ord. 9-05 § 2, 2005; Ord. 25-86 (part), 1986: prior code § 3-19)

(Ord. No. 2-19, 3-5-2019)

5.08.260 - Use of drive-in areas—Restrictions.

Upon approval of the city council, a drive-in area adjacent or contiguous to the licensed room may be used by the holder of a retail liquor license for taking orders, making delivery of and receiving payment for alcoholic liquors or malt beverages under the following conditions:

- A. The holder of the retail liquor license shall own the area or hold a written lease for the period for which the license was issued;
- B. Repealed;
- C. The area shall be well lighted and subject to inspection by the city council or its designees at any and all times;
- D. No walls or screens shall interfere with observing and checking the part of the area used for orders, delivery and payment;
- E. No order shall be received from, nor delivery made to, a person under twenty-one years of age or an intoxicated person in the area;
- F. No part of a publicly owned sidewalk, highway, street or alley shall be used for taking orders or conducting sales;
- G. Alcoholic liquor or malt beverages shall be sold and delivered in the drive-in area only in the original, unopened package, and consumption of alcoholic liquor or malt beverages in the drive-in area shall not be permitted; and
- H. No retail liquor license may be renewed, granted or transferred for any establishment having what is commonly known as a "drive-up" window, door or other service area intended to allow the purchase of alcohol from a motor vehicle. However, nothing in this section shall prohibit the renewal or transfer of a license for an existing establishment having a "drive-up" window in operation prior to the effective date of the ordinance codified in this section at its current location or on adjacent and abutting real property. Should the license be transferred to a new location which is not on adjacent and abutting real property, a "drive-up" window shall not be allowed. (Ord. No. 9-17, § 7, 6-20-2017; Ord. 20-06 § 1, 2006; Ord. 8-88 § 4, 1988; Ord. 25-86 (part), 1986: prior code § 3-34)

(Ord. No. 2-19, 3-5-2019)

5.08.270 - Use of drive-in areas—Council authority.

The agents and officers of the city administering the liquor licenses shall determine whether traffic conditions or physical circumstances hindering law enforcement should require a decision forbidding or restricting sales or delivery in any drive-in area, recommending appropriate action to the city council. If by resolution of the city council the right of a licensee to use certain drive-in areas is forbidden or restricted, that resolution shall be complied with by the licensee.

(Ord. 25-86 (part), 1986: prior code § 3-35)

(Ord. No. 2-19, 3-5-2019)

5.08.280 - Reserved.

Editor's note— Ord. No. 9-20, adopted June 2, 2020, repealed former § 5.08.280 which pertained to sales by drugstores and derived from prior code § 3-20; Ord. 25-86 (part), adopted in 1986; and Ord. No. 2-19, adopted March 5, 2019.

5.08.290 - Resort retail license.

A. The city council may issue resort retail liquor licenses to applicants who meet the requirements of Wyoming Statutes Section 12-4-401. All applicants for issuance or renewal of a resort liquor license shall comply with all applicable state statutes as they may be amended from time to time.

B. A resort liquor licensee may contract or subcontract for the provision of food and beverage services on the licensed premises. However, the resort liquor licensee shall remain subject to all applicable laws, rules, regulations and penalties including the provisions of Wyoming Statutes Sections 12-2-306 and 12-7-103 and this chapter.

(Ord. 25-86 (part), 1986: prior code § 3-21)

(Ord. No. 17-17, § 1, 11-7-2017; Ord. No. 2-19, 3-5-2019; Ord. No. 24-21, 8-17-2021)

5.08.300 - Restaurant license issuance—Council authority.

A. Subject to availability, restaurants may be licensed by the city council under a restaurant liquor license. In addition to the application requirements required by this chapter, the license applicant shall submit a valid food service permit issued by the state of Wyoming upon application.

B. Any person holding a limited retail liquor license and otherwise qualified for a restaurant liquor license under Sections 5.08.010 and 5.08.300 through 5.08.330, may be issued a restaurant liquor license by the city council.

(Ord. 33-06 § 4, 2006; Ord. 25-86 (part), 1986: prior code § 3-24)

(Ord. No. 2-19, 3-5-2019)

5.08.310 - Restaurant license—Food service requirements.

A. An applicant for a restaurant liquor license shall satisfy the city council that the primary source of revenue from the operation of the restaurant to be licensed will be derived from food services and not from the sale of alcoholic liquor or malt beverages.

B. When renewing a restaurant liquor license, the city council shall condition renewal upon a requirement that not less than sixty percent of gross sales from the preceding twelve months' operation of a licensed restaurant be derived from food services.

C. Upon application for license renewal, a license holder shall submit an annual report to the city council on the sales of the licensed restaurant. The report shall contain the annual gross sales figures of the restaurant and shall separate the gross sales figures into two categories: 1. Food service sales; and 2. Alcoholic liquor and malt beverage sales.

D. The annual report shall be submitted upon a form approved by the city council.

(Ord. 25-86 (part), 1986: prior code § 3-25)

(Ord. No. 2-19, 3-5-2019)

5.08.320 - Restaurant licenses—Transfer.

No restaurant liquor license shall be transferred to another location. License ownership may be transferred to a purchaser or lessee of the licensed premises with the approval of the city council.

(Ord. 33-06 § 5, 2006; Ord. 22-93 § 4, 1993: Ord. 25-86 (part), 1986: prior code § 3-26)

(Ord. No. 2-19, 3-5-2019)

5.08.330 - Restaurant license—Sale and consumption conditions.

A. Except as provided in subsection F of this section, restaurant liquor licensees shall not sell alcoholic liquor or malt beverages for consumption off the premises owned or leased by the licensee. Except as provided in subsections B and F of this section, alcoholic or malt beverages shall be served for on-premises consumption only, in dining areas which are adequately staffed and equipped for all food services offered by the restaurant.

B.

1. Alcoholic liquor and malt beverages shall be dispensed and prepared for consumption in the licensed building in areas approved by the local licensing authority. No consumption of alcoholic or malt beverages shall be permitted within the dispensing room, areas nor shall any person other than employees over eighteen years of age be permitted to enter the dispensing areas.

2. No restaurant liquor licensee shall promote or operate the restaurant as a bar and lounge.

3. No restaurant liquor license shall be issued to a restaurant with an operation drive-up window.

C. No alcoholic liquor or malt beverages shall be served to an individual person unless served in conjunction with meals served to, and eaten by, the individual person. However, nothing herein provided shall prohibit the sale of alcoholic liquor or malt beverages to any person whom the licensee, his agents or employees, reasonably believe has the intention of ordering and eating a meal.

D. All sales of alcoholic or malt beverages authorized by a restaurant liquor license shall cease at the time food sales and services cease, or at the hours specified by Section 5.08.390, if food sales and services extend beyond the hours specified therein.

E. With the approval and on the conditions imposed by the city council, any restaurant liquor licensee operating on a golf course may dispense alcoholic beverages from any location on the premises of the golf course, and such holders shall comply with all applicable sanitation and fire hazard requirements, and other applicable laws.

F. A restaurant liquor licensee may permit a patron to remove one unsealed bottle of wine for off-premises consumption provided that the patron has purchased a full course meal and consumed a portion of the bottle of wine with the meal on the restaurant premises. For purposes of this subsection the term "full course meal" shall mean a diversified selection of food which is ordinarily consumed with the use of tableware and cannot conveniently be consumed while standing or walking. A partially consumed bottle of wine that is to be removed from the premises

pursuant to this subsection shall be securely sealed by the licensee or an agent of the licensee and placed in a tamper-proof transparent bag which shall also be securely sealed prior to removal from the premises, so that it is visibly apparent that the resealed bottle of wine has not been tampered with. The licensee or agent of the licensee shall provide a dated receipt for the bottle of wine to the patron. Wine which is resealed in accordance with the provisions of this subsection shall not be deemed an open container for purposes of Section 5.08.480.

G. No restaurant liquor licensee shall promote the restaurant as a bar and/or lounge nor shall the licensee compete with a retail liquor licensee in activities other than dinner functions, including, but not limited to, dances, receptions, and other social gatherings.

(Ord. No. 9-17, § 8, 6-20-2017; Ord. 33-06 § 6, 2006; Ord. 11-05 §§ 2, 3, 2005; Ord. 9-05 § 1, 2005; Ord. 25-86 (part), 1986: prior code § 3-27)

(Ord. No. 2-19, 3-5-2019; Ord. No. 24-21, 8-17-2021)

5.08.340 - Bar and grill liquor license issuance, council authority, criteria and restrictions.

A. Subject to availability, restaurants, as defined by subsection 19 of Section 5.08.010 of this chapter, may be licensed by the city council under a bar and grill liquor license. In addition to the application requirements required by this chapter, the license applicant shall submit a valid food service permit issued by the state of Wyoming upon application. Criteria that may be considered by the city council in determining to whom any such license may be issued may include, but is not limited to the following:

1. The location of the proposed business is in an area.
2. The issuance of the license will contribute to economic development goals or purposes of the city.
3. Whether the applicant will be investing in the construction of a new structure or will otherwise be materially and substantially updating a current building.
4. If the applicant's business is a new business, the number of new jobs reasonably estimated to be created, or if an existing business, the number of new or additional jobs that will reasonably be created by use of the bar and grill liquor license.

B. Bar and grill licenses shall be subject to the provisions of Sections 5.08.310 and 5.08.330(D) of this chapter to the same extent that those provisions are applicable to restaurant liquor licenses. Bar and grill liquor licensees shall not sell alcoholic or malt beverages for consumption off the premises owned or leased by the licensee except as allowed under Section 5.08.330(F) of this chapter.

C. A "Bar and grill" licensee must have a physical bar with at least eight adult customer alcohol serving places, as well as a serving station for ordered alcoholic drinks or pick-up alcoholic drinks; the bar must have at least one dedicated service representative (bartender), and a choice of at least six major distilled spirits (e.g. vodka, bourbon, tequila, etc.) available for retail sale.

D. Every person holding a bar and grill liquor license authorized by the provisions of this chapter shall pay annually, in advance, a license fee for such license the sum of ten thousand five hundred dollars for the first license year; and, three thousand dollars for each year thereafter that such license is granted, in addition to any other fees due from such person otherwise holding a microbrewery or winery permit. The license fee shall be paid to the clerk of the city before the license is issued.

E. Bar and grill liquor licenses shall not be sold, transferred, or assigned by the holder.

(Ord. 33-06 § 7,2006)

(Ord. No. 1-09, § 1,2-17-2009; Ord. No. 32-12, § 1, 12-4-2012; Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020)

5.08.350 - Location—General conditions.

A. Except as provided in paragraph G., the principal place in which alcoholic liquor and malt beverages are sold under a retail liquor license shall be located in one building upon the premises for which the retail liquor license is issued and as approved by the licensing authority.

B. Except as provided in paragraph G., alcoholic beverages secured in the licensed building by a server may be served only in the licensed building, and in an immediately adjacent fenced or enclosed area as approved by the city council. This area shall not be in another building.

C. The retail licensee may separate the facility for the sale of alcoholic liquor and malt beverages for off-premises consumption from the facility used to serve customers for on-premises consumption.

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

E. The licensee, an employee, or a licensed operator is to be present in the licensed building used for the selling or dispensing of malt beverages or alcoholic liquors at all times during hours of operation.

F. All licensees, other than resort licensees and limited retail licensees, are required to post signage on all exits from the licensed building stating:

"No alcohol beyond this point per City of Casper Ordinance."

All licensees of limited retail or resort liquor licenses shall post signage on all driveway and pathway exits from the legal boundary of the lot or lots under the ownership or lease by the licensee stating:

"No alcohol beyond this point per City of Casper Ordinance."

G. A holder of a resort retail liquor license, a golf club that holds a retail liquor license, a restaurant liquor license or a club limited retail liquor license or a holder of a retail liquor license or restaurant liquor license operating on a guest ranch may dispense alcoholic beverages from any location within the boundaries of the licensee's premises. The premises shall be a single property within a contiguous boundary upon which the licensee is located and which shall be identified in the license. Any location on the premises where alcoholic beverages are dispensed as approved by the city council shall comply with applicable sanitation and fire hazard requirements and other applicable laws. The city council shall, as often as necessary, have inspected the licensed location where alcoholic beverages are dispensed to ensure that the licensee is in compliance with sanitation and fire hazard requirements.

H. No person under the age of twenty-one shall enter or remain in an establishment that is primarily for off-premises sales of alcoholic liquor or malt beverages unless accompanied by a parent, spouse or legal guardian who is twenty-one years of age or older.

(Ord. No. 9-17, §§ 9, 10, 6-20-2017; Ord. No. 3-14, § 1, 2-4-2014; Ord. 19-95 § 1, 1995; Ord. 25-86 (part), 1986: prior code § 3-30(A))

(Ord. No. 2-19, 3-5-2019; Ord. No. 24-21, 8-17-2021)

5.08.360 - Right of entry—Inspection.

A. In addition to all other rights of inspection which the city may now or hereafter possess, the public safety director or the designee(s) of the public safety director are empowered to enter and inspect every place of business which is licensed or permitted by the city to sell malt or alcoholic beverages or where malt or alcoholic beverages are sold, stored or kept for the purpose of sale pursuant to a city liquor license or city-issued permit.

B. Entry for purposes of inspection pursuant to this section is authorized only during open business hours unless it is in the presence of the licensee or his agent, employee or representative, or unless the person making entry does so under court order, or the person making entry has reasonable grounds to believe that evidence of a violation of this chapter is within the place to be entered and emergency or exigent circumstances exist such that a warrantless search is allowed by law.

C. Reserved.

(Ord. 19-95 § 2, 1995)

(Ord. No. 9-12, § 1, 3-6-2012; Ord. No. 32-12, § 2, 12-4-2012; Ord. No. 2-19, 3-5-2019)

5.08.370 - Convention facilities.

If a licensee is engaged in a business operation with convention facilities, the licensee may maintain more than one additional dispensing room under the same license fee. For purposes of this section, a convention facility shall have and maintain all of the following:

A. Motel or hotel sleeping room accommodations; B. Restaurant facilities; and C. Conference facilities.

(Ord. 25-86 (part), 1986: prior code § 3-30(B))

(Ord. No. 2-19, 3-5-2019)

5.08.380 - Reserved.

(Ord. No. 2-19, 3-5-2019)

5.08.390 - Hours of sale generally—Exceptions—Designation of dates for unrestricted operation.

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

1. A licensee may commence the selling, serving, or dispensing of alcoholic liquors or malt beverages at six a.m. and shall cease the sale of both alcoholic liquor and malt beverages promptly at the hour of two a.m. the following day. Any portion of any building used by the licensee for the selling, serving, dispensing, or consumption of alcoholic liquors or malt beverages shall be cleared of all persons other than employees by two-thirty a.m. The licensee shall ensure that all consumption of alcoholic liquors or malt beverages has ceased by two-thirty a.m. within all areas of the licensed building, or in the case of resort licensees, within the boundary of the lot or lots under the ownership or lease by the licensee, other than in private hotel or motel rooms;

2. Clubs holding a limited retail liquor license may commence the selling, serving, or dispensing of alcoholic liquors or malt beverages each day at nine a.m. and shall cease sales of alcoholic liquor and malt beverages promptly at the hour of two a.m. of the following day and shall clear the licensed building of all persons other than employees by two-thirty a.m. Clubs holding a limited retail liquor license may remain open past two a.m. on the morning of January 1.

3. The hours of operating designated in subsection A of this section may be modified on no more than four days each calendar year by a resolution of the city council, designating those dates during city or county fairs, rodeos, pageants, jubilees, special holidays or similar public gatherings when all licensees may continuously operate their licensed building, or licensed resort or club premises for a period of twenty-four hours beginning at six a.m.

(Ord. No. 9-17, § 12, 6-20-2017; Ord. 43-00 § 1, 2000; Ord. 24-96 § 11, 1996; Ord. 25-86 (part), 1986: prior code § 3-29)

(Ord. No. 2-19, 3-5-2019; Ord. No. 24-21, 8-17-2021)

5.08.400 - Off-premises storage prohibited—Exception.

A licensee shall not store alcoholic liquor or malt beverages outside of the licensed premises unless he files with the commission and the city council a written statement that he stores liquor or malt beverages in a place other than his place of business and states the exact location of the storage place.

(Ord. 25-86 (part), 1986: prior code § 3-31)

(Ord. No. 2-19, 3-5-2019)

5.08.410 - Prostitution, public indecency, gambling and obscenity prohibited.

A. No licensee or agent or employee thereof shall knowingly permit prostitution, under Wyoming Statutes Section 6-4-101, public indecency under Wyoming Statutes Section 6-4-201, or shall promote obscenity under Wyoming Statutes Section 6-4-302, within any licensed building or licensed premises under this chapter.

B. Any licensee, permittee or agent or employee thereof violating subsection A of this section, or aiding, abetting or inciting any violation thereof is, in addition to other penalties provided by law, subject to the suspension or revocation of his license or permit, and the violation, aiding, abetting or inciting a violation is sufficient cause for the suspension or revocation of the license or permit.

(Ord. No. 9-17, § 13, 6-20-2017; Ord. 25-86 (part), 1986: prior code § 3-33)

(Ord. No. 2-19, 3-5-2019)

5.08.420 - Sale or gift to minors prohibited.

A. It is declared to be illegal and a violation of this chapter for any person to sell, furnish, give or cause to be sold, furnished or given, any alcoholic liquor or malt beverage to any person under the age of twenty-one years, unless such person is his or her legal ward, medical patient or member of his or her own immediate family.

B. For the purpose of establishing the age of any person proposing to buy alcoholic liquor or malt beverages, all licensees shall demand presentation of identification as provided for in Section 5.08.440.

(Ord. 8-88 § 5, 1988; Ord. 25-86 (part), 1986: prior code § 3-37)

(Ord. No. 2-19, 3-5-2019)

5.08.430 - Minors—Possession of alcohol or public intoxication.

A. Any person who sells, furnishes, gives or causes to be sold, furnished or given away any alcoholic liquor or malt beverage to any person under the age of twenty-one years, who is not his legal ward, medical patient or member of his own immediate family, is guilty of a misdemeanor. This subsection does not apply to sales by the division or a wholesaler to a licensee under this chapter.

B. Except as otherwise provided in this title, no person under the age of twenty-one years shall:

1. Purchase or attempt to purchase any alcoholic liquor or malt beverage;
2. Solicit another person to purchase alcoholic liquor or malt beverage;
3. Possess any alcoholic liquor or malt beverage;
4. Consume any ethyl alcohol;
5. Have measurable blood, breath or urine alcohol concentration in his body;
6. Enter or remain in designated sales areas approved by the local licensing authority that is primarily for off-premises sales of alcoholic liquor or malt beverages unless accompanied by a parent, spouse or legal guardian who is twenty-one years of age or older; or
7. Dispense or sell any alcoholic liquor or malt beverage. The term "dispensing" means mixing or pouring alcoholic liquors or malt beverages.

C. This section shall not apply to possession of alcoholic liquor or malt beverages or consumption of ethyl alcohol by a person under the age of twenty-one years in accordance with this title:

1. Who is in the physical presence of his parent, spouse or legal guardian who is twenty-one years of age or older;
2. As part of a church's or religious organization's religious services; or
3. For medicinal purposes if the alcoholic liquor, malt beverage or ethyl alcohol is furnished:
 - a. By the person's parent, spouse or legal guardian who is twenty-one years of age or older; or
 - b. Pursuant to a lawful prescription.

D. The prohibitions against possession of alcoholic liquor or malt beverages by a person under the age of twenty-one years specified in this section shall not apply:

1. When the person is making a delivery of alcoholic liquor or malt beverages pursuant to his employment;
2. When the person is serving alcoholic liquor or malt beverages pursuant to his employment in a restaurant which holds a license to serve alcoholic liquor or malt beverages, if the person is at least eighteen years of age. The term "serving" in this paragraph does not include the mixing or dispensing of alcoholic beverages; or
3. To a person who is a licensee under this title.

E. Any person under the age of twenty-one years who attempts in any manner to purchase alcoholic or malt beverages or who falsifies any identification or uses any false identification in order to obtain alcoholic or malt beverages is guilty of a misdemeanor.

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

(Ord. No. 9-17, § 15, 6-20-2017; Ord. 2-95 § 1, 1994; Ord. 12-90 § 1, 1990; Ord. 8-88 § 6, 1988; Ord. 25-86 (part), 1986: prior code § 3-38)

(Ord. No. 2-19, 3-5-2019; Ord. No. 24-21, 8-17-2021)

5.08.440 - Minors—Proof of age.

In order to safeguard against violations of this chapter, any licensee or his agent or employee may refuse to sell or serve alcoholic liquor or malt beverages to any person who is unable to produce bona fide evidence of his or her majority and identity. Bona fide evidence of majority and identity of a person is:

A motor vehicle driver's license or valid picture identification card issued by any state, territory or possession of the United States, the District of Columbia or the Commonwealth of Puerto Rico, a permanent resident card issued by the United States citizenship and immigration services, a valid picture identification card issued to a member of the armed forces or an internationally accepted passport document with a discernible date of birth and photograph is prima facie evidence of the age and identity of a person.

(Ord. 24-96 § 13, 1996: Ord. 25-86 (part), 1986: prior code § 3-39)

(Ord. No. 2-19, 3-5-2019)

5.08.450 - Minors—False proof of age.

Any person under the age of twenty-one years who attempts in any manner to purchase alcoholic or malt beverages or who falsifies any identification or uses any false identification in order to obtain alcoholic or malt beverages is guilty of a misdemeanor.

(Ord. 24-96 § 14, 1996: Ord. 8-88 § 8, 1988: Ord. 25-86 (part), 1986: prior code § 3-41)

(Ord. No. 2-19, 3-5-2019)

5.08.460 - Minors—Age violation—Defense to prosecution.

Proof that a licensee or his employee or agent has demanded, was shown and acted in reliance upon such bona fide evidence as required in this chapter in any transaction, employment, use or permission forbidden herein is a defense to any criminal prosecution for the sale of alcoholic or malt beverages or liquor to a person under the age of twenty-one years or to any proceedings for the suspension or revocation of any liquor license based thereon.

(Ord. No. 2-19, 3-5-2019)

5.08.470 - Bottle clubs prohibited.

A. A "bottle club" is an operation or enterprise whereby space is given or rented to any person or persons upon the premises of such operation or enterprise for the keeping or storage of alcoholic or malt beverages for consumption upon such premises or in other rooms nearby, used for consumption by the owner of the beverages or guests, the income, profits or fees of the operator of the bottle club being secured from sales or furnishing mixes, ice, food or glasses or from dues, charges, contributions, membership cards or assessments.

B. It is unlawful to operate a bottle club in the city, and any person who operates a bottle club shall be deemed guilty of a misdemeanor and upon conviction shall be punished by a fine of not more than one hundred dollars for each offense. Each day of operation shall be deemed a separate offense. This subsection shall not apply to any person lawfully licensed under the liquor laws of the state or the city and operating in compliance with the law.

(Ord. 25-86 (part), 1986: prior code §§ 3-6, 3-7)

(Ord. No. 2-19, 3-5-2019)

5.08.480 - Open container restrictions.

A. It is unlawful:

1. For any person to sell or dispense alcoholic liquor or malt beverages in open containers from the licensed facilities used to serve customers for off-premises consumption, commonly referred to as a "drive-up window";
2. To operate a motor vehicle in which alcoholic liquor or malt beverages are present in an open container, unless the opened container is in the trunk, an outside compartment, or an inside compartment of a vehicle without a trunk; provided, the inside compartment is not accessible to the driver or any other person in such vehicle, i.e., the cargo area behind the rear most seat in a passenger van or station wagon when no passenger occupies the rear most seat;
3. To possess or consume alcoholic liquor or malt beverages from an open container in a motor vehicle;
4. To possess or dispense alcoholic liquor or malt beverages in an open container in any open space and certain structures in the city unless a license or permit authorizing same has been issued by the city manager or his or her designee. The city council too, may by resolution create special areas or districts, in which the possession of open containers is permitted between the Friday preceding Memorial Day and Labor Day of each calendar year; however, the periods of time as well as the boundaries of special areas or districts may be established and/or modified by resolution adopted by the city council. Additional restrictions on beverage distribution, tracking, and event control may also be established by resolution of the city council. Nothing in this chapter shall be interpreted as authorizing the possession of open containers of alcoholic liquor or malt beverages in or on motor vehicles;
5. For any person or lessee of an unlicensed restaurant to permit any person to possess or consume alcoholic liquor or malt beverages from an open container within the restaurant.
6. Notwithstanding this section, a resealed bottle of wine may be transported as provided in the restaurant license section.

B. Definitions.

1. "Certain structures" means any offices, or structure excluding those duly licensed to sell or dispense alcoholic liquor or malt beverages.
2. "Open container" means any glass, cup, bottle, can or other receptacle or vessel used for drinking, other than the beverage's original unopened package or container, the seal of which has not been broken and from which the original cap, cork or other means of closure has not been removed.
3. "Open space" means any street, alley, public way, sidewalk, public or private parking lot set aside for business use, and any other unenclosed public property. However, any golf course within the city limits shall not be considered open space.

C. Exceptions.

1. Alcoholic liquor or malt beverages may be consumed by a passenger of legal drinking age within a privately owned commercial vehicle designated for-hire, to provide prearranged passenger transportation on a dedicated basis. The commercial vehicle must have passenger seating, behind the operator/driver for at least five adults and no more than fourteen adults. There must be a physical partition separating the driver or operator's seat from the passenger compartment of the commercial vehicle or at least five linear feet of distance must separate the driver or operator of the commercial vehicle from the nearest passenger. No one other than the driver or operator may be present in the driver's area/compartment. No alcoholic liquor or malt beverages may be in the driver's area/compartment. No occupant of the vehicle may be under the age of twenty-one years old.

(Ord. 11-05 § 4, 2005; Ord. 30-04 § 1 (part), 2004; Ord. 25-99 § 1, 1999; Ord. 25-86 (part), 1986: prior code §§ 3-5, 3-8)

(Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020; Ord. No. 24-21, 8-17-2021)

5.08.490 - Public intoxication prohibited.

Every person within the limits of the city who is under the influence of alcohol or any drug is guilty of a misdemeanor if they are found:

- A. Upon any city street, alley, or thoroughfare, or in any public or semi-public place within the city where the public has the liberty to enter and exit, or in any vehicle on public or semi-public property within the city, in such a condition that he or she is unable to exercise care for his or her own safety or the safety of others; or
- B. Interfering with, obstructing, or preventing the free use of any street, sidewalk, or other public way; or
- C. Sleeping or unconscious in that condition in any public or semi-public place within the city; or
- D. Intruding upon any private premises without the consent of the owner or occupant therefore; or
- E. Turbulent, violent, menacing or disorderly to such an extent as to jeopardize persons or property or to such an extent as to menace the public peace and safety.

(Ord. 25-86 (part), 1986: prior code § 3-2)

(Ord. No. 5-15, § 1, 6-2-2015; Ord. No. 2-19, 3-5-2019)

5.08.500 - Unlicensed structures declared a nuisance.

Any building, house, structure, room or place, except as such is used exclusively as a dwelling, where alcoholic, spirituous, fermented, malt liquor beverage is offered for sale, exchanged for goods or in any way delivered otherwise than in consummation of a gift, which house, building, structure, room or place is not licensed under the provisions of this chapter is declared to be a nuisance. It is unlawful to maintain a nuisance as defined herein and any person who maintains such nuisance is guilty of a misdemeanor and may, upon conviction, be punished as provided by Chapter 1.28 of this code or any amendments thereto.

(Ord. 25-86 (part), 1986: prior code § 3-4)

(Ord. No. 2-19, 3-5-2019)

5.08.510 - Reserved.

Editor's note— Ord. No. 24-21, adopted Aug. 17, 2021, repealed former § 5.08.510, which pertained to beer keg regulations and derived from Ord. 22-92, adopted in 1992; and Ord. No. 2-19, adopted March 5, 2019.

5.08.520 - Over-serving and intoxicated agents.

A. All employees and agents of any business operating with a city issued liquor license, who are engaged in the selling (including door person, ID checkers and bouncers) or serving of alcoholic or malt beverages or the managing thereof, hereinafter "alcohol server staff," shall successfully complete an alcohol server training program as approved by Wyoming Statutes Section 12-2-402, within ninety days of the start of their employment. All alcohol server staff shall complete any additional or further training to maintain their server training certification. Every license holder shall maintain a server training record for all alcohol server staff, including their date of hire, and proof that each has successfully completed the alcohol server training required by this section, and any additional or further training to maintain their server training certification. The city shall furnish an appropriate server training record log to maintain the records required in this section. In addition, every license holder shall keep their server training records available for review by police officials, at any time when the premises is open for business, to ensure compliance with the server training requirements of this section.

Violations of this section are subject to a graduated fine schedule, based on a calendar year. For the first violation a fine of up to one hundred fifty dollars shall be imposed; for violation two a fine of up to two hundred dollars shall be imposed; for violation three a fine of up to two hundred fifty dollars shall be imposed. All violations thereafter in that same calendar year shall result in a fine of two hundred fifty dollars. All violations after the first two in each calendar year shall require a representative of the licensee/permittee to appear at a regular meeting of the city council. After the third violation in a calendar year (fourth violation and each one thereafter) shall result in a seven-day suspension of the license/permit in question; the suspension may be imposed in either the calendar year of the violations and depending upon the timing of the violations (some may not get to court or be decided during the year of violation) in the subsequent calendar year. No more than one violation per licensee/permittee may be issued per inspection and not more than one failed inspection can be conducted per week per licensee/permittee.

B. It shall be unlawful for any employee or agent of a licensed establishment, other than stated herein, to be present on the licensed premises while intoxicated and while acting in any capacity, or purporting to act, as an agent of the licensee or permit holder; an employee or agent for purposes of this section shall not mean or include: a proprietor, a general partnership's partners, a corporation's president, a limited liability company's member(s) or a limited general partner. (Ord. No. 2-19, 3-5-2019)

5.08.530 - Violation/enforcement.

Violations of this chapter may be enforced in the municipal court of the city of Casper as misdemeanor offenses punishable by up to a seven-hundred-fifty-dollar fine for each offense unless otherwise specified in the section from which a violation is alleged and in the manner authorized and described in Wyoming Statutes Sections 12-1-101 et seq. as they may be amended from time to time. Appeals of any of these actions may be taken as allowed and in the manner specified by applicable state statutes. Any law enforcement agency issuing a citation or other charging document for a violation of this chapter shall notify the city clerk of said charge within five business days of its issuance.

(Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020)

5.08.535 - Licensure considerations and administrative fees.

Violations of the Casper Municipal Code and/or Wyoming State Statutes may also be factors in the consideration of suspensions, revocations, non-renewals or conditional renewals of licenses and permits.

In recognition of the fact that license holders who repeatedly violate the provisions of this code create an undue burden of the city in administering liquor licenses, in addition to any other penalties or remedies, licensees shall be subject to administrative fees of one thousand dollars for the third violation of this chapter within any consecutive twenty-four-month period, and five thousand dollars for a fourth or subsequent violation within a consecutive twenty-four-month period. Any violation relating to the license holder or licensed premises shall apply to this subsection, regardless of whether separate individual employees or agents of the licensee committed the individual violations. The violations need not be of the same section or subsection of this chapter to be counted in this total.

A notice to pay said fee shall be issued by the city clerk to the licensee upon notification by the court of licensee's convictions for the relevant offenses. The time frame for accumulation of the violations shall be the date of violations, not the dates of conviction. If such fee is not paid, or an appeal hearing before council requested in writing to the city clerk and accompanied by a bond in the amount of the fee at issue within ten days of the notice being given by the clerk, the license shall be suspended until such time as the fee is paid to the city clerk. If an appeal hearing is requested, it shall be in council's sole discretion, after hearing all the relevant facts in the matter, whether to suspend part or all of the fee. The hearing shall not be a contested case hearing, and the Wyoming Administrative Procedure Act shall not apply to such hearing.

(Ord. No. 2-19, 3-5-2019; Ord. No. 9-20, 6-2-2020)

5.08.540 - Council hearing and appeal of suspension or revocation.

If it appears to the city council that there are concerns that a suspension or revocation of a license may be appropriate, the licensee shall be afforded an opportunity for hearing before the city council. The purpose of such hearing is to allow the licensee to provide information demonstrating that such action is not warranted. Notice of such hearing shall precede consideration of the matter by at least ten days, shall be served personally or by mail to the address of the licensee listed on the licensee's most recent liquor license application to the city, and shall include a statement:

1. That it appears to the city council that there are concerns that a suspension and/or revocation of the licensee's license may be appropriate;
2. Summarizing the nature and date(s) of the incidents resulting in the concern(s);
3. That a hearing on the subject has been scheduled before the city council, and further informing the licensee of the time and place of the hearing; and
4. That the purpose of the hearing is to allow the licensee to offer corrections and/or contest the information before council which has given rise to the concern(s).

A. At a hearing, a licensee may appear in person or through counsel. A licensee will be given an opportunity to present evidence and argument on the relevant issue. Evidence relied on shall consist of information commonly relied upon by reasonably prudent people in the conduct of their serious affairs. Irrelevant, immaterial or unduly repetitious evidence shall be excluded. A record shall be made of the proceeding and shall include the following:

1. All notices and intermediate rulings;
2. Evidence received or considered by the city council including information officially noticed and received from the municipal court;
3. Questions and offers of proof, objections and rulings thereon;
4. Any proposed findings and exceptions thereto; and
5. Any opinion, findings, decision or order of the city council and any report by any hearing officer.

B. Nothing shall preclude the city council from appointing one or more hearing examiners or officers to conduct any hearing called for by this section for the purpose of assembling a record for subsequent consideration by the city council. If a hearing examiner is appointed, the council shall direct the examiner to forward the record of the hearing to the council either with or without proposed findings of fact and conclusions of law, and with or without the opinion/recommendation of the examiner.

C. Following the hearing described in this section, and based upon the information considered and received at such hearing, and the sanctions described, the city council shall:

1. Order the suspension of the license in question;
2. Authorize the city attorney to prepare and file with the district court a petition to revoke the licensee's license; or
3. Find that suspension or revocation is not required by the terms of this section;
4. Place conditions upon the license and licensee which shall address concerns of the council which exist after the hearing.

City council decisions shall be in writing, shall be supported by findings of fact and conclusions of law, and shall be delivered to the licensee in interest either personally or by mail at the address listed on the licensee's most recent liquor license application to the city.

D. The city council's action suspending a licensee shall be subject to review in the district court in accordance with the procedural rules heretofore or hereinafter adopted by the Wyoming Supreme Court concerning the review of administrative actions. Filing an appeal as provided in such rules, stays enforcement of the suspension decision pending final order on the appeal. The city council's action may be set aside by the district court if it finds the action to be:

1. Arbitrary, capricious, or otherwise not in accordance with law;
2. Without observance of the procedure required by law; or
3. Unsupported by substantial evidence.

E. If a license is revoked, except as provided in Wyoming Statutes Section 12-7-201(d) concerning the expiration of a licensee while a revocation order is under appeal, the holder of such revoked license shall not be eligible to apply for a new license for a period of twelve months from the date of revocation.

(Ord. No. 2-19, 3-5-2019)



City Clerk's Office
City of Casper

AFFIDAVIT OF WEBSITE PUBLICATION

State of Wyoming)
County of Natrona)

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

- Notice of the public hearing set forth below was posted continually on the City of Casper website in accordance with W.S. 12-4-104. The said posting commenced on 02/02/2023 and ended on 02/22/2023 and
- Attached is image of the Notice as actually posted on the City of Casper website (www.casperwy.gov) for the entire period referenced above.

By: Carla Mills Leatoch

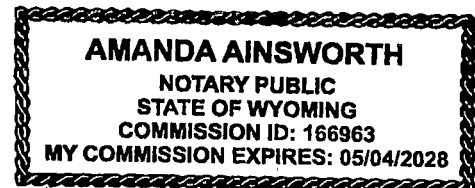
Date: 02/16/2023

Title: Licensing Specialist

Scribed in my presence and sworn before me on this

16th day of February, 2023

Amanda Ainsworth



Provide to City of Casper Central Records

NOTICE OF APPLICATION FOR RENEWAL OF LIQUOR LICENSES

Notice is hereby given that the applicants whose names are set forth below filed application each for a **Retail Restaurant Limited Microbrewery Resort Bar & Grill Manufacturer Satellite Distillery and Manufacturer Satellite Winery Liquor Licenses** in the Office of the Clerk of the City of Casper Wyoming. The date of filing the names of said applicants and the description of the place or premises which the applicant desires to use as the place of sale are set forth below as follows:

Retail Liquor License 11/21/2022 Tin Shack LLC 1016 South Poplar Street dba Poplar Wine & Spirits; 12/8/2022 Red Lobster Hospitality LLC 5010 East 2nd Street dba Red Lobster #6374; 12/1/2022 307 Racing Management, Inc 739 North Center Street dba 307 Racing; 12/05/2022 The Office Bar and Grill, Inc 520 South Ash Street dba The Office Bar & Grill; 12/1/2022 307 Horse Racing Inc., 5371 Blackmore Road dba 307 Horse Racing; 12/6/2022 Frosty Bev LLC 520 South Center Street dba Frosty Lounge; 12/6/2022 One Two Nine Hospitality, LLC 129 W 2nd Street dba C85 @ The Branding Iron; 12/6/2022 Good 2 Go Stores, LLC 1968 East Yellowstone Hwy dba Good 2 Go #216; 11/23/2022 Armor's Restaurant Inc 3422 South Energy Lane dba Silver Fox Steakhouse; 12/12/2022 Hayden & Loflin, INC 4120 Centennial Hills Blvd Ste 200 dba Local Liquor & Lounge; 12/12/2022 Mesa Liquors, LLC 3243 Talon Dr Ste 200 dba Mesa Liquors; 12/12/2022 307 Enterprises, LLC 455 Thelma, dba 307 Golf; 12/7/2022 R&M Beverage Co Inc, 800 N Poplar St dba Ramkota Hotel 11/14/2022 Albertsons LLC 2625 E 2nd Street dba Albertson's #62; 12/7/2022 L & L Liquors Inc 4241 East 2nd Street dba Liquor Shed; 12/16/2022 Casper Chop House 256 S Center Street dba Wyoming Rib & Chop House; 11/22/2022 Ridleys Family Market Inc 3035 CY Avenue dba Casper Outfitter Liquor; 12/9/2022 Walmart Inc 4255 CY Avenue dba Walmart Supercenter #3778; 12/9/2022 Wyoming Downs OTB 12 LLC 1121 Wilkins Cir dba Wyoming Downs OTB 12 12/12/2022 Wyoming Spirits Inc 939 East 2nd St Ste 300, 400 and 500 dba 2nd Street Liquor & Wine; 12/12/2022 Johnson Restaurant Group Inc 840 CY Avenue dba CY Discount Liquor; 11/10/2022 Alibi Bar & Lounge Inc 1740 E Yellowstone Hwy dba Alibi Bar & Lounge; 11/30/2022 Albertsons Liquors Inc 1076 CY Avenue dba Albertsons Liquors #60; 11/4/2022 Alrog Inc. 2305 E 12th Street dba Moonlight Liquors; 12/9/2022 Sunrise Center Entertainment, LLC 4370 South Poplar St dba Boomtown Blast; 12/6/2022 Double C Hospitality, LLC 748 E Yellowstone Hwy dba C85 @ Galles Liquor Mart; 12/5/2022 Half Barrel Inc 401 Valley Drive dba Paradise Valley Liquors 12/12/2022 Sam's West Inc 4600 E 2nd Street dba Sam's Club #6425; 12/12/2022 Roaring 22, LLC 314 W Midwest Ave dba Gaslight Social; 11/14/2022 Moyle Petroleum Company 627 N Poplar St dba Outlet Liquor & Tobacco; 12/9/2022 Dorsey Van Galloway 2800 CY Avenue dba Galloway's Irish Pub; 12/12/2022 Global Spectrum LP 1 Events Drive dba Ford Wyoming Events Center; 11/16/2022 Occasions by Cory Bar, LLC 410 South Ash St dba The Drinkery – A Modern Bar + Venue by Cory; 12/7/2022 307 Repair Inc. 355 W Yellowstone Hwy dba Yellowstone Garage Bar and Grill; 12/8/2022 FBS Casper, LLC 2024 CY Ave dba Franks Butcher Shop and Liquor; 12/12/2022 Wyoming Liquor, LLC 4330 East 2nd Street dba Wyoming Discount Liquor; 12/9/2022 Smith's Food & Drug Centers, Inc 2405 CY Ave dba Smith's Food & Drug #185 **Restaurant Liquor License** 12/1/2022 Wagons West Management, LLC 5011 E 2nd Street dba Pizza Ranch; 12/12/2022 Bosco's Inc 847 E "A" St dba Bosco's; 12/12/2022 Los Espinos Inc 1600 East 2nd Street dba La Costa Mexican Restaurant; 12/9/2022 Juan Rosales 144 South Center Street dba Don Juan's Mexican Restaurant; 12/8/2022 KET LLC 229 East Second Street dba Eggington's Restaurant; 12/5/2022; Whelan Catering, Inc., 260 South Center St dba House of Sushi; 12/5/2022 Uncle Freddie's of WY Inc 61 SE Wyoming Blvd dba Sanford's Grub & Pub; 12/8/2022 Alejandro Rosales 2117A East 12th Street dba Tacos Mexico; 12/7/2022 JJM CW Hospitality Inc 4220 Hospitality Lane dba Denny's Diner; 11/16/2022 Himalayan Indian Cuisine, LLC 232 E 2nd St Ste 100B dba Himalayan Indian Cuisine; 11/16/2022

El Burro Loco, LLC dba El Burro Loco, 2333 East Yellowstone Hwy: 12/7/2022 Thai Kitchen Casper LLC, 1120 East 12th Street Thai Kitchen; 12/12/2022 Occasions by Cory, LLC 303 South Wolcott dba Occasions Entertainment Group; 12/12/2022 THW Inc. 116 West 2nd Street dba JS Chinese Restaurant; 12/1/2022 Movie Palaces 3150 Talon dba Studio City Mesa Cinemas; 11/22/2022 Shogun Restaurant Management, INC 3095 Talon #400 dba Shogun Restaurant; 11/21/2022 Yang & Zhang, Inc. 845 East 2nd Street dba Lime Leaf Asian Bistro; 12/22/2022 Antojitos Shiwas, LLC 611 West Collins dba Antojitos Shiwas; 11/30/2022 Blues Gypsy, LLC 544 South Center dba The Bluebird at the Cheese Barrel; 12/1/2022 Pokes Investment LLC 251 South Center dba Steamboat Deli & Outlet; MW & KW Corporation 1040 North Center dba Little Shop of Burgers **Limited Retail** 12/6/2022 B.P.O. Elks Lodge #1353 108 East 7th Street dba Elks Lodge #1353; 12/9/2022 Fraternal Order of Eagles #306 306 North Durbin Street dba Eagles Lodge; 12/12/2022 Casper Shrine Club 1501 West 39th Street dba Shrine Club; 12/9/2022 Casper Mustang Post VFW 10677 420 North Elk St dba VFW Post 10677; 11/17/2022 Casper VFW Memorial Post 9439 1800 Bryan Stock Trail dba Casper VFW Memorial Post 9439; 12/12/2022 Cabin Creek Golf LLC 70 Magnolia dba Paradise Valley Country Club; 12/5/2022 Amoco Reuse Agreement Joint Powers Board 1601 King Blvd dba Three Crowns Golf Club; 11/4/2022 City of Casper Wyoming 2120 Allendale Blvd dba The 19th Hole Restaurant **Microbrewery Permit** 12/5/2022 Brewstory LLC 150 West 2nd Street dba Frontier Brewing Company 12/12/2022 Skull Tree Brewing, LLC 1530 Burlington Avenue dba Skull Tree Brewing; 11/22/2022 Gruner Brothers Brewing 1301 Wilkins Cir dba Gruner Brothers Brewing; 11/28/2022 Oil City Beer Company, LLC 4155 Legion Ln Unit 4, 6 & 7 dba Oil City Beer Company; 11/16/2022 Mountain Hops Brewhouse, LLC 612 North Beverly dba Mountain Hops Brewhouse; 12/9/2022 The Black Tooth Brewing Company 322 South David St Ste A dba Black Tooth Brewing Company; 12/5/2022 Stahoo's Brewery and Taproom, LLC 1015 East C Street dba Stahoo's Brewery and Taproom; 12/7/2022 Bull Horn Brewing LLC 2027 E Yellowstone Hwy Unit B dba Bull Horn Brewing **Resort**; 12/23/2022 Peachtree Hospitality Management, LLC 1150 North Poplar Street dba Hilton Garden Inn; 11/30/2022 Casper Inn LLC 721 Granite Peak Drive dba Holiday Inn; 11/14/2022 Casper Hospitality LLC 4260 Hospitality Lane dba Courtyard by Marriott; 11/3/2022 City of Casper 2500 West Hogadon Road dba Hogadon Basin Ski Area; 12/2/2022 West Center Hospitality OPS, LLC 123 West F Street dba Best Western Downtown Casper Hotel **Bar & Grill** 11/16/2022 Sriphai boon, LLC 320 West First Street dba Dsasumo; 12/12/2022 Fire Rock Hospitality Group, LLC 6100 East 2nd Street dba Fire Rock Steakhouse; 12/12/2022 OG of Casper Inc. 5070 East 2nd Street dba Olive Garden Italian Restaurant #1828; 12/12/2022 Casper Dave's LLC 5900 E 2nd Street dba Wyoming Ale Works; 12/12/2022 Johnny J's Bar & Grill LLC 3201 SW Wyoming Blvd dba J's Pub & Grill 12/9/2022 Screamin' Hot Wyoming LLC 5071 E 2nd Street dba Buffalo Wild Wings; 12/9/2022 Ujvary Enterprises LLC 500 West 'F' Street dba The Fort Saloon N'Eatery; 12/7/2022 Marco's Coal Fired Pizza Casper LLC 430 South Ash St dba Racca's Pizzeria Napoletana; 11/28/2022 Moreno & Moreno LLC 3350 CY Avenue dba Guadalajara Family Mexican Restaurant; 11/23/2022 71 SE Wyoming Blvd LLC 71 SE Wyoming Blvd dba The Horse Palace; 12/12/2022 OC Casper LLC 3580 East 2nd Street dba Old Chicago 12/12/2022 Casper Taco Shop, LLC 3243 Talon Dr Ste 400 dba Fuzzy's Taco Shop; 12/12/2022 Childs Corp 4110 Centennial Hills Blvd dba La Cocina Mexican Restaurant **Manufacturer Satellite** 12/12/2022 Table Mountain Vineyards LLC 731 E 2nd St dba Table Mountain Vineyards Satellite; 12/7/2022 Backwards Distilling Company LLC 214 South Wolcott dba Backwards Distilling Company Satellite. Protest, if any there be, against the issuance of each and every license, will be heard at the hour of 6:00 p.m. on the 21st day of February, 2023, in the City Council Chambers City Hall 200 North David Street Casper Wyoming. Dated this 24th day of January 2023, City of Casper Wyoming, A Municipal Corporation; J. Carter Napier, City Manager, Fleur Tremel, City Clerk.

Publish: February 1 and 5, 2023

February 3, 2023

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

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

SUBJECT: Public Hearing Date for a New Special Malt Beverage Permit No. 1 for Spuds Baseball Club, LLC d/b/a Spuds Baseball, Located at 330 Kati Lane.

Meeting Type & Date
Regular Council Meeting
February 21, 2023

Action type
Public Hearing
Minute Action

Recommendation

That Council, by minute action, consider the application for a new special malt beverage permit No. 1 for Spuds Baseball Club, LLC d/b/a Spuds Baseball, located at 330 Kati Lane.

Summary

An application has been received requesting a new special malt beverage permit No. 1 for Spuds Baseball Club, LLC d/b/a Spuds Baseball, located at 330 Kati Lane.

In August of 2021, under the Casper Municipal Code, the requirements for special malt beverage permits changed making it less restrictive for qualifying entities to qualify.

The qualifications are as follows;

§5.08.130 Special malt beverage permit; public auditoriums, civic centers or event centers.

A. Special malt beverage permits are authorized pursuant to the following:

1. Public auditoriums, civic centers and events centers meeting the qualifications of this section may be licensed by the city council under special malt beverage permits.
2. The permits may limit where the malt beverages may be sold and consumed.
3. To qualify for a special malt beverage permit an applicant must meet the following requirements:
 - a. The applicant must be a responsible person or organization;
 - b. The public auditorium, civic center or events center shall be owned by the city, county, the state, or the DDA which has an attendance capacity for no less than four hundred persons and is used for public gatherings;

- c. The person or organization applying for an operating permit, if not the owner of the public auditorium, civic center, or events center, must hold a written agreement with the owner of the public auditorium, civic center or events center, giving said applicant the right to sell concessions within the building or location for either daily use or for the license year (April 1 to March 31 for which the application is made.)
4. No person or organization holding a special malt beverage permit shall sell any alcoholic liquor other than malt beverages on the premises or location described on the permit, nor shall any malt beverage be sold for consumption off the premises or outside the location authorized by the permit. It shall be an obligation and a responsibility of the holder of the permit to see that no sales are made to any person under the age of twenty-one years and there be no violations of this chapter.
5. An annual permit authorized by this section shall be issued after a hearing on the application, and the license fee of one thousand dollars shall be payable annually in advance. Daily permits may be issued by the city clerk's office, subject to the requirements of this section; the fee for a daily permit shall be fifty dollars.
6. The permits shall be subject to such rules and regulations as may be established by the city council.

This permit will be located at Mike Lansing Field which hosts public baseball games. The City of Casper owns Mike Lansing Field and leases it to Spuds Baseball Club, LLC d/b/a Spuds Baseball. The seating capacity is 2,500. Thus, this applicant meets all the requirements for obtaining a Special Malt Beverage permit.

If approved, this license would be effective April 1, 2023. This will be the second Special Malt Beverage permit issued by the City of Casper.

This type of license is available for any business that meets the criteria of the license within the ordinance, there is no cap.

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

If approved, the City of Casper will receive \$1,000.00.

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:		/ /
Mgr:		/ /

To be completed by City/County Clerk

Local License # Special Malt Bev #1

License Fees: Annual Fee: \$ 1,000.00 Date filed with clerk: 1/20/2023

Prorated Fee: \$ _____ Advertising Dates: (2 Weeks) 02/08/2023 & 02/12/2023

Transfer Fee: \$ _____ Hearing Date: 02/21/2023

Publishing Fee: \$ _____

Publishing Fee Direct Billed to Applicant:

License Term: 04/01/2023 Through 03/31/2024

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: Spuds Baseball Club LLC

Trade/Business Name (dba): Spuds Baseball

Building to be licensed/Building Address: 330 Kati Lane
Number & Street

Cosper WV 82601
City State Zip County

Local Mailing Address: 4251 Gromin Dr
Number & Street or P.O. Box

Cosper WV 82609
City State Zip

Local Business Telephone Number: (307) 258 8556 Fax Number: ()

Business E-Mail Address: Paul@Spudsbaseball.com

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

TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

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

SPECIAL DESIGNATIONS (CHOOSE ONLY ONE)

GOLF CLUB GUEST RANCH RESORT

To Assist the Liquor Division with scheduling inspections: **OPERATIONAL STATUS**

FULL TIME (e.g. Jan through Dec) (specify months of operation) from April to March

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

NON-OPERATIONAL/PARKED HOURS OF OPERATION (e.g. 10a - 2a) from 9:00AM to 11:00 PM

ALL APPLICANTS MUST COMPLETE QUESTIONS 1-4

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

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

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

- (i) When the lease expires, located on page 2 paragraph 3 of lease. ✓
- (ii) Where the **Sales** provision for alcoholic or malt beverages is located, on page 1 paragraph 2 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. BAR AND GRILL LICENSE OR RESTAURANT LICENSE:

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

YES NO

6. RESORT LICENSE:

Does the resort complex:

- (a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) YES NO
- (b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) YES NO
- (c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) YES NO
- (d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv) YES NO
- (e) Are you contracting/leasing the food and beverage services? W.S. 12-4-403(b)
 - 1 If Yes, have you submitted a copy of the food and beverage contract/lease? YES NO

7. MICROBREWERY LICENSE:

- (a) Do you self distribute your products? W.S. 12-2-201(a)
(Requires wholesale malt beverage license with the Liquor Division)

YES NO

8. 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

9. 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

10. LIMITED RETAIL (CLUB) LICENSE:

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

- (a) Do you have more than fifty (50) bona fide members? YES NO
- (b) Do you own, maintain, or operate a bona fide golf course together with clubhouse? YES NO
- (c) Are you a political subdivision of the state that owns, maintains, or operates a golf course? YES NO
 - 1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g) YES NO
 - 2. If Yes, have you submitted a copy of the food and beverage contract/lease? YES NO

11. 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

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

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

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

13. 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 Corpora. to Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
Paul Hack						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Brad Nemzer						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Jeff Dobish						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"/>

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

REQUIRED ATTACHMENTS:

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

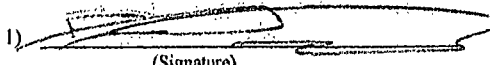
OATH OR VERIFICATION

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

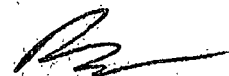
Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

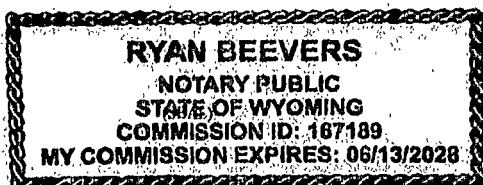
STATE OF WYOMING)
) SS.
COUNTY OF Natrona

Signed and sworn to before me on this 25th day of January, 2023 that the facts alleged in the foregoing instrument are true by the following:

- | | | |
|----------------------------------------------------------------------------------------|------------------|---------------------------------|
| 1)  | <u>Paul Hack</u> | <u>owner / Managing Partner</u> |
| (Signature) | (Printed Name) | 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



My commission expires: 06/13/2028



City Clerk's Office
City of Casper

AFFIDAVIT OF WEBSITE PUBLICATION

State of Wyoming)
County of Natrona)

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

- Notice of the public hearing set forth below was posted continually on the City of Casper website in accordance with W.S. 12-4-104. The said posting commenced on 02/02/2023 and ended on 02/22/2023 and
- Attached is image of the Notice as actually posted on the City of Casper website (www.casperwy.gov) for the entire period referenced above.

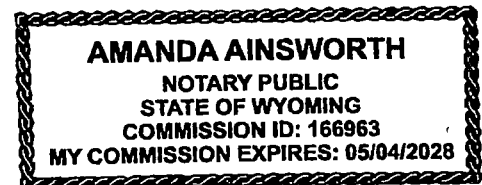
By: Carla Mills-Laatch Date: 2-3-2023

Title: Licensing Specialist

Scribed in my presence and sworn before me on this

3rd day of February, 2023

Amanda Ainsworth



Provide to City of Casper Central Records

NEW SPECIAL MALT BEVERAGE PERMIT

An application for a new special malt beverage permit no. 1 Spuds Baseball Club, LLC, d/b/a Spuds Baseball located at 330 Kati Lane has been received in this office. Public Hearing on said application will be held on February 21, 2023, at 6:00 p.m. in the City Council Chambers at 200 North David, Casper, Wyoming.



Fleur Tremel
City Clerk

Publish: February 8 & 12, 2023

February 17, 2023

MEMO TO: City Council
J. Carter Napier, City Manager FT for JAN

FROM: Eric K. Nelson, City Attorney *EKN*
Liz Becher, Community Development Director *LB*

SUBJECT: Second Reading of An Ordinance Amending Chapter 17.08 of the Casper Municipal Code Pertaining to the Definition of Flag Lots.

Meeting Type & Date

Regular Council Meeting
February 21, 2023

Action type

Second Reading

Recommendation

That City Council consider An Ordinance Amending Chapter 17.08 of the Casper Municipal Code pertaining to the Definition of Flag Lots on Second Reading.

Summary

I. Updates

On February 7, 2023, City Council conducted the Public Hearing and First Reading of an Ordinance Amending Chapter 17.08 of the Casper Municipal Code pertaining to the definition of “flag lots.” During the Public Hearing, City Council adopted an amendment to the Ordinance which would require the minimum width of a flagpole for a single-unit, residential properties in the R-1 (Residential Estate) and R-2 (One Unit Residential) zoning district to be twelve (12) feet for lots platted prior to January 1, 2023, and fifteen (15) feet for lots platted after January 1, 2023.

Find attached a redlined version of the proposed ordinance showing the amendment passed on February 7, 2023, and a clean copy of the ordinance as amended.

II. Background

In order to prevent landlocked parcels, Section 16.16.020 of the Casper Municipal Code requires that all platted lots have frontage on a public street. A “flag lot” is a lot configured, or shaped like a flag and pole, the purpose of which is for the “pole” portion of the flag lot to provide access to a public street for properties that sit back away from the street, often behind other lots that could block legal access to the parcel.

Based on the definition of “Flagpole,” in reference to a “flag lot,” found in Section 17.08.010 of the Municipal Code, the flagpole portion of a flag lot is required to be a minimum of twenty-four

(24) feet in width, which was originally based on the width of a two-way, commercial drive aisle consisting of two (2), twelve (12) foot wide lanes. Residential properties do not require two (2) independent aisles for ingress and egress, and can function adequately with a single, twelve (12) foot wide driveway.

The purpose of the proposed ordinance is to amend the definition of “flagpole” found in Chapter 17.08 of the Municipal Code to reduce the necessary size of the flagpole portion of residential flag lots.

Financial Considerations

Not Applicable

Oversight/Project Responsibility

Community Development, Planning Division
City Attorney’s Office

Attachments

Proposed ordinance as amended

ORDINANCE NO. 2-23

AN ORDINANCE AMENDING CHAPTER 17.08 OF THE
CASPER MUNICIPAL CODE PERTAINING TO THE
DEFINITION OF FLAG LOTS

WHEREAS, in order to prevent landlocked parcels, Section 16.16.020 of the Casper Municipal Code requires that all platted lots have frontage on a public street; and,

WHEREAS, a “flag lot” is a lot configured, or shaped like a flag and pole, the purpose of which is for the “pole” portion of the flag lot to provide access to a public street for properties that sit back away from the street, often behind other lots that could block legal access to the parcel; and,

WHEREAS, based on the definition of “Flagpole,” in reference to a “flag lot,” found in Section 17.08.010 of the Municipal Code, the flagpole portion of a flag lot is required to be a minimum of twenty-four (24) feet in width, which was originally based on the width of a two-way, commercial drive aisle consisting of two (2), twelve (12) foot wide lanes; and,

WHEREAS, residential properties do not require two (2) independent aisles for ingress and egress, and can function adequately with a single, twelve (12) foot wide driveway; and,

WHEREAS, it is the desire of the Casper City Council to amend the definition of “flagpole” found in Chapter 17.08 of the Municipal Code to reduce the necessary size of the flagpole portion of residential flag lots as set out in Section 1 below.

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

SECTION 1:

That the definition of “Flagpole” found in Section 17.08.010 of the Casper Municipal Code is hereby amended to read as follows:

“Flagpole” in reference to a “flag lot,” means a strip of land, a minimum of twenty-four feet in width, connecting the widest area of a “flag lot” to the public right-of-way, and may be used as the means of access. **THE MINIMUM WIDTH OF A FLAGPOLE FOR SINGLE-UNIT, RESIDENTIAL PROPERTIES IN THE R-1 (RESIDENTIAL ESTATE) AND R-2 (ONE UNIT RESIDENTIAL) ZONING DISTRICTS, FOR LOTS PLATTED PRIOR TO JANUARY 1, 2023, IS TWELVE (12) FEET. THE MINIMUM WIDTH OF A FLAGPOLE FOR SINGLE-UNIT, RESIDENTIAL PROPERTIES IN THE R-1 (RESIDENTIAL ESTATE) AND R-2 (ONE UNIT**

RESIDENTIAL) ZONING DISTRICTS, FOR LOTS PLATTED AFTER JANUARY 1, 2023, IS FIFTEEN (15) FEET.

SECTION 2:

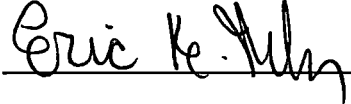
This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the ____ day of _____, 202__.

PASSED on 2nd reading the ____ day of _____, 202__.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the day of _____, 202__.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

ORDINANCE NO. 3-23

AN ORDINANCE AMENDING SECTION 17.56.030 OF THE CASPER MUNICIPAL CODE TO REDUCE THE MINIMUM FRONT YARD SETBACK REQUIREMENT IN THE PH (PARK HISTORIC) ZONING DISTRICT

WHEREAS, the City of Casper Planning and Zoning Commission recommended a proposed Municipal Code text amendment to reduce the minimum front-yard setback requirement in the PH (Park Historic) zoning district from thirty feet (30') to fifteen feet (15') following their December 8, 2022 meeting; and,

WHEREAS, a reduction in the minimum front-yard setback requirement from thirty feet (30') to fifteen feet (15') will not adversely affect the health or safety of the public, and will provide adequate room along property frontages for the extension of necessary utilities; and,

WHEREAS, a reduction in the minimum front-yard setback will increase the usable area of publicly-owned properties throughout the City of Casper; and,

WHEREAS, it is the desire of the Casper City Council to amend Section 17.56.030 of the Casper Municipal Code to reduce the minimum front-yard setback in the PH (Park Historic) zoning district from thirty feet (30') to fifteen feet (15'), as recommended by the Planning and Zoning Commission.

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

SECTION 1:

That Section 17.56.030(A)(1) of the Casper Municipal Code is hereby amended to reduce the minimum front-yard setback in the PH (Park Historic) zoning district, to read as follows:

A. Yard Requirements.

1. ~~Other than schools~~; no building shall be located less than ~~thirty~~ **FIFTEEN** feet from the right-of-way of any public road.

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 February, 2023.

PASSED on 2nd reading the ____ day of _____, 202__.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the day of _____, 202__.

APPROVED AS TO FORM:

Wallis Tremel

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Mayor

ORDINANCE NO. 1-23

AN ORDINANCE APPROVING A ZONE CHANGE OF THREE (3) LOTS LOCATED AT 1231, 1235 AND 1241 SOUTH WASHINGTON STREET, LOTS 294, 295 AND 296, KENWOOD ADDITION SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS, an application has been made to rezone all of the above described lots from zoning classification R-2 (One Unit Residential) to R-3 (One to Four Unit Residential); and,

WHEREAS, after a public hearing on December 8, 2022, the City of Casper Planning and Zoning Commission passed a motion recommending that City Council approve the zone change request; and,

WHEREAS, the governing body of the City of Casper finds that 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:

Lots 294, 295 and 296, Kenwood Addition, more commonly known as 1231, 1235 and 1241 South Washington Street, are hereby rezoned from zoning classification, R-2 (One Unit Residential) to R-3 (One to Four Unit Residential).

SECTION 2:

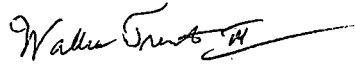
This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the 17th day of January, 2023.

PASSED on 2nd reading the 7th day of February, 2023.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the ____ day of _____ 2023.

APPROVED AS TO FORM:



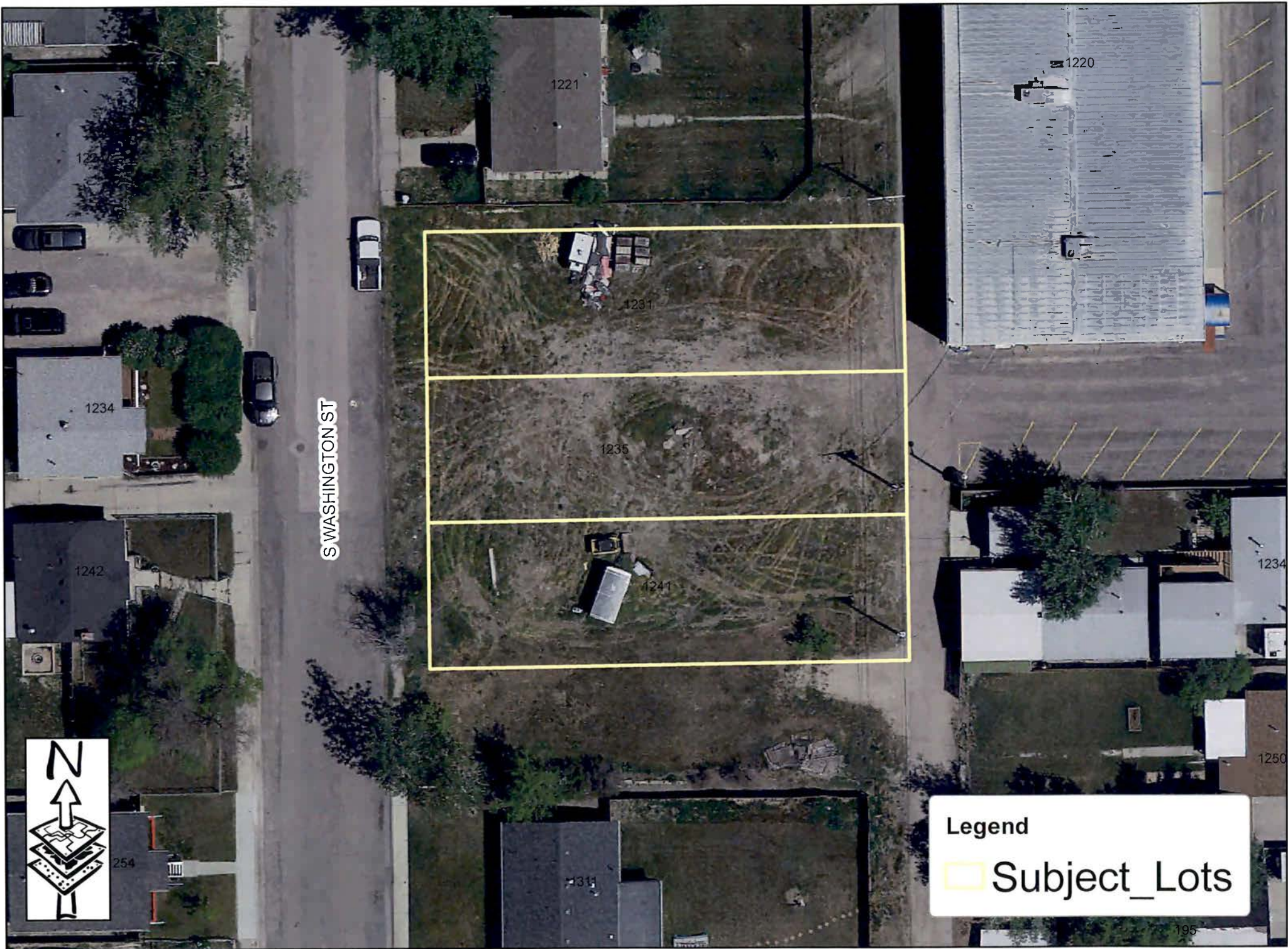
ATTEST:

Fleur Tremel
City Clerk

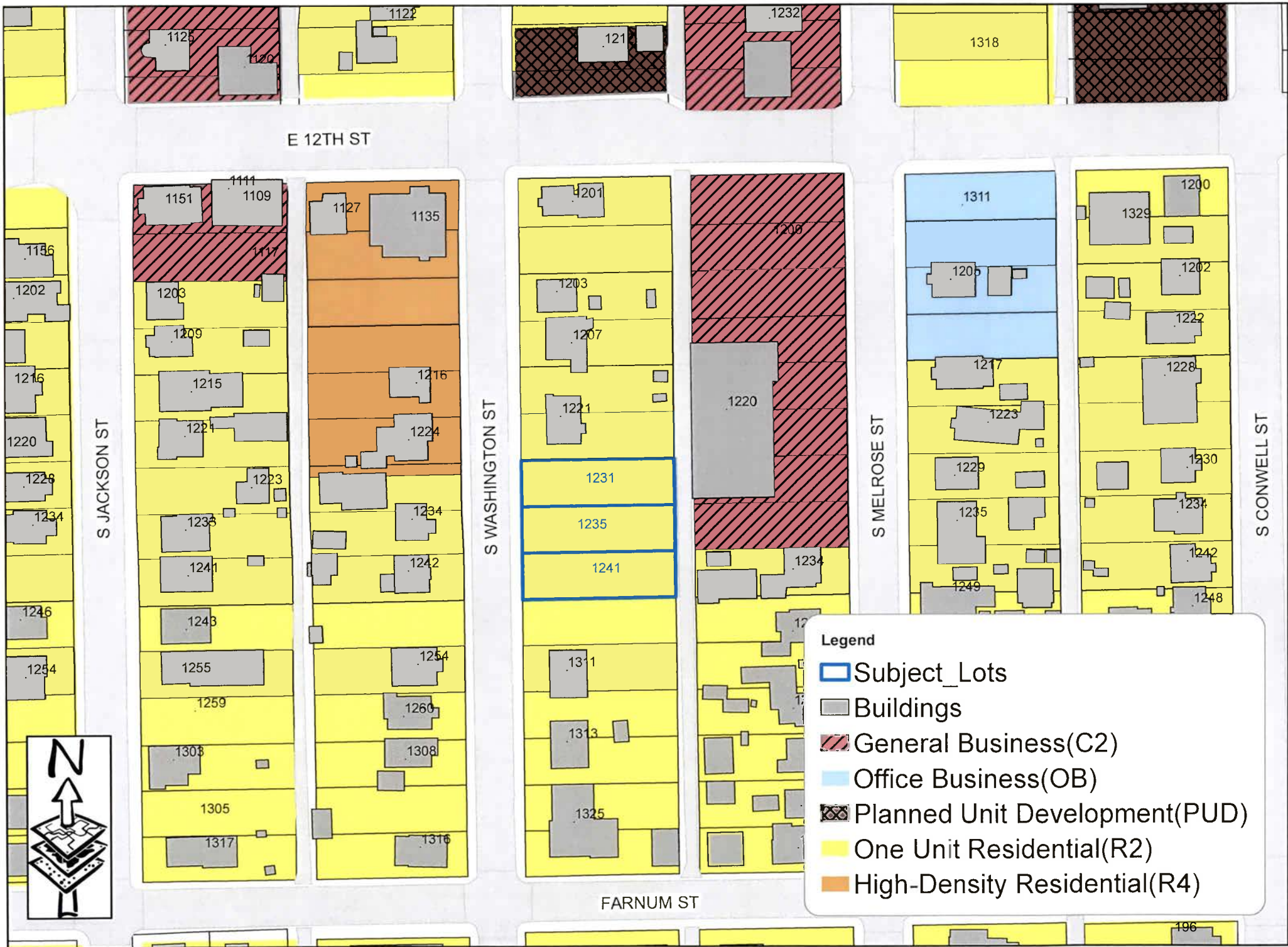
CITY OF CASPER, WYOMING
A Municipal Corporation

Bruce Knell
Mayor


Proposed Zone Change from R-2 to R-3



Proposed Zone Change from R-2 to R-3



February 10, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Fleur Tremel, City Clerk, Assistant to the City Manager

SUBJECT: Authorizing a Memorandum of Understanding between the City of Casper and Natrona County for the Transfer of Property.

Meeting Type & Date

Council Meeting
February 21, 2023

Action type

Direction Requested

Recommendation

That Council authorize a Memorandum of Understanding between the City of Casper and Natrona County for the transfer of property.

Summary

The City of Casper/Natrona County Health Department (Heath Department) was established in 1954. Since then, City and County have jointly supported the Health Department for the benefit of the residents of Natrona County. The Health Department's current location and facilities are inadequate to meet the needs of the residents of Natrona County, and a new Health Center would be in the best interest of the citizens of Natrona County and residents of the City.

Natrona County applied for and has been awarded one-time federal funding, available through the State of Wyoming's ARPA program, for the new Health Center to be located on about 8-acres of land owned by the City at the northeast corner of 12th Street and Conwell Street. The new Health Center is close to other medical facilities and would benefit residents of the County and City, including poor and low-income residents, and is consistent with the City's planning objectives.

The City will transfer approximately eight (8) acres of property near 12th and Conwell Street to the County by quitclaim deed. The Property is intended to be used as the site of the new Health Center for the benefit and welfare of City of Casper residents and Natrona County residents.

Currently, the City and County are working on getting: 1) a survey and legal description of the property, 2) a legal description for the reservation of utility easements and stormwater runoff, and 3) an appraisal of the property. After that, the City will need to publish for 3 consecutive weeks before a public hearing can be held, notice of which must include the appraised value of the property.

It may take a few months to complete those items described this Section 2 (A) & (B) before a real estate purchase agreement will be drafted between the parties for consideration by the governing bodies of the City and County.

County will secure the funding necessary to build the new Health Center and use its best efforts to complete the construction of a new Health Center within eight (8) years from the transfer of the Property or the property shall revert to the City.

Financial Considerations

The City will be paid \$100 in consideration of the transfer of the property.

Oversight/Project Responsibility

J. Carter Napier, City Manager
Fleur Tremel, City Clerk

Attachments

Resolution

MEMORANDUM OF UNDERSTANDING TO TRANSFER PROPERTY

THIS Memorandum of Understanding (**MOU**) entered into on this ____ day of _____ 2023, is to transfer real property described below. This MOU is effective immediately after it is fully executed by the parties. It may be executed by counterparts.

THE PARTIES to this MOU are:

1. **GRANTOR:** City of Casper, Wyoming (**City**), a Wyoming municipal corporation, with offices located at 200 North David Street, Casper, Wyoming 82601, and
2. **GRANTEE:** Natrona County, Wyoming (**County**), with offices located at 200 North Center Street #115, Casper, Wyoming 82601.

Together, the City and County may be collectively referred to as parties.

RECITALS

- A. The City of Casper/Natrona County Health Department (Heath Department) was established in 1954.
- B. Since then, City and County have jointly supported the Health Department for the benefit of the residents of Natrona County, including the necessary support of the poor under Article 16 § 6 of the Wyoming Constitution.
- C. The Health Department's current location and facilities are inadequate to meet the needs of the residents of Natrona County, and a new Health Center would be in the best interest of the citizens of Natrona County and residents of the City.
- D. County applied for and has been awarded one-time federal funding, available through the State of Wyoming's ARPA program, which reduces the funding for which Natrona County taxpayers might otherwise be directly or indirectly responsible (**Application**).
- E. The Application refers to the new Health Center being about 8-acres of land owned by the City at the northeast corner of 12th Street and Conwell Street.
- F. The new Health Center is close to other medical facilities and would benefit residents of the County and City, including poor and low-income residents, and is consistent with the City's planning objectives.

- G. The parties agree that for and in consideration of one-hundred dollars (\$100.00), substantial contribution by the County to the construction of the new Health Center, the future financial and other support of the Health Center, and other good and valuable consideration, it would be in the mutual best interests for the City to transfer approximately 8-acres of land, generally described below, by quitclaim deed to the County for the new Health Center.
- H. The parties agree that the fair market value of the Property is offset by the substantial consideration provided by the County to the City as described above.

NOW, THEREFORE, IN CONSIDERATION of the mutual promises and covenants hereinafter contained, the parties agree as follows:

1. Incorporation of Recitals

The recitals set forth above are hereby incorporated herein at this point as if fully set forth as part hereof.

2. Responsibilities of City

- A. City will transfer approximately eight (8) acres of property near 12th and Conwell Street to the County by quitclaim deed after complying with Wyoming Statutes Section 15-1-112(b) regarding the disposal of the City property. The Property is intended to be used as the site of the new Health Center for the benefit and welfare of City of Casper residents and Natrona County residents.
- B. Currently, the City and County are working on getting: 1) a survey and legal description of the property, 2) a legal description for the reservation of utility easements and stormwater runoff, and 3) an appraisal of the property. After that, the City will need to publish for 3 consecutive weeks before a public hearing can be held, notice of which must include the appraised value of the property. City will begin publishing its notice as soon as possible after receiving the appraisal.
- C. The parties anticipate entering a real estate purchase agreement after the survey, legal description, appraisal, publishing, and public hearing are complete.
- D. This MOU and any subsequent real estate purchase agreement must be approved at a regular Casper City Council meeting to become effective.
- E. City agrees to maintain the bus stop at the Life Steps Campus and provide transportation to and from the vicinity of the Thyra Thompson State Building unless otherwise directed by the Federal government or a loss of federal funding occurs.

3. Responsibilities of County

- A. County will pay the amount the vendors charge for the survey, appraisal, and publishing for the items described in Section 2(B) on page 2.
- B. County will secure the funding necessary to build the new Health Center and use its best efforts to complete the construction of a new Health Center within eight (8) years from the transfer of the Property or the property shall revert to the City.
- C. County will build a site barrier fence along the entire north border of the property transferred. The fence shall not be chain link but may be a six-foot vinyl privacy fence or another alternative that is reasonably acceptable to City.
- D. This MOU and any subsequent real estate purchase agreement must be approved by the Natrona County Board of County Commissioners to become effective.

4. Other Terms and Conditions

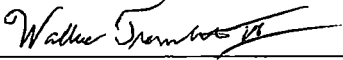
- A. The parties do not waive any right or rights they may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-1010 *et seq.*, and the parties specifically reserve the right to assert any and all rights, immunities, and defenses they may have pursuant to the Wyoming Governmental Claims Act.
- B. The parties do not intend to create any third-party beneficiary, and this MOU shall not be construed to create such status. Except as provided above, the rights, duties, and obligations contained in this MOU shall operate only between the parties, and shall inure solely to the benefit of the parties to this MOU. The parties intend and expressly agree that only signatories to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.
- C. This document contains the entire agreement between the parties and supersedes any and all prior agreements whether written or oral.

IN WITNESS WHEREOF, City and County execute this MOU as shown below.

Signatures pages follow on the next pages.

Signature Page for City

APPROVED AS TO FORM
City Attorney's Office



ATTEST
A Municipal Corporation

CITY OF CASPER, WYOMING

Fleur Tremel
City Clerk

Bruce Knell
Mayor

Signature Page for County

NATRONA COUNTY

Steven Freel, Chair
Board of Natrona County Commissioners

ATTEST:

Tracy Good
Natrona County Clerk

Approved as to form
County Legal Department

RESOLUTION NO. 23-29

A RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CASPER AND NATRONA COUNTY FOR THE TRANSFER OF PROPERTY NEAR 12TH AND CONWELL STREET.

WHEREAS, the City of Casper/Natrona County Health Department (Heath Department) was established in 1954; and,

WHEREAS, since then, City and County have jointly supported the Health Department for the benefit of the residents of Natrona County, including the necessary support of the poor under Article 16 § 6 of the Wyoming Constitution; and,

WHEREAS, the Health Department's current location and facilities are inadequate to meet the needs of the residents of Natrona County, and a new Health Center would be in the best interest of the citizens of Natrona County and residents of the City; and,

WHEREAS, the County applied for and has been awarded one-time federal funding, available through the State of Wyoming's ARPA program, which reduces the funding for which Natrona County taxpayers might otherwise be directly or indirectly responsible (Application); and,

WHEREAS, the Application refers to the new Health Center being about 8-acres of land owned by the City at the northeast corner of 12th Street and Conwell Street; and,

WHEREAS, the new Health Center is close to other medical facilities and would benefit residents of the County and City, including poor and low-income residents, and is consistent with the City's planning objectives; and,


WHEREAS, the parties agree that for and in consideration of one-hundred dollars (\$100.00), substantial contribution by the County to the construction of the new Health Center, the future financial and other support of the Health Center, and other good and valuable consideration, it would be in the mutual best interests for the City to transfer approximately 8-acres of land, to the County for the new Health Center; and,

WHEREAS, the parties agree that the fair market value of the Property would be offset by the substantial consideration provided by the County to the City as described above.

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 Memorandum of Understanding between City of Casper, Wyoming and Natrona County, Wyoming that describes the anticipated transfer of approximately eight (8) acres of real property near 12th and Conwell Street to the County.

PASSED, APPROVED, AND ADOPTED on this ___ day of _____, 2023.

APPROVED AS TO FORM:





ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

January 24, 2023

MEMO TO: J. Carter Napier, City Manager 
FROM: Jill Johnson, Financial Services Director 
SUBJECT: Amended Designation of Official Depositories and Brokers

Meeting Type & Date

Regular Council Meeting
February 21, 2023

Action Type

Resolution

Recommendation:

That Council, by resolution, designate the following banks as approved depositories and investment companies as designated brokers for the City of Casper funds for calendar year 2023: First Interstate Bank, ANB Bank, US Bank, First State Bank, Wyoming State Treasurer-Wyostar, Wyoming State Treasurer – Wyostar II.

Summary:

Wyoming State Statute 9-4-817 requires all municipal governments to formally designate financial depositories. The depository must be recognized by the State Treasurer as an approved depository (WSS 9-4-803,806-807), and deposits must either be fully insured by the Federal Deposit Insurance Corporation or they must be secured with a pledge of collateral that is at least equal to the amount of the deposit.

The above banking institutions have made formal application to become a designated depository for City of Casper funds. All are eligible to be designated as depositories as determined by the State Treasurer and have met all other statutory requirements. The designation of a depository by Council does not necessarily imply that a business relationship will be formed with each bank but does allow for financial transactions to take place with them should it be deemed beneficial to the City.

The designation resolution needed to be amended as an application for deposit of public funds was made by First State Bank after the deadline and was not included in the original resolution.

Financial Considerations

None

Oversight/Project Responsibility
Jill Johnson, Financial Services Director

Attachments:
Resolution
Letter of Application/Resolutions



First State Bank

Your **First** Choice in Banking
Division of Glacier Bank

APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

January 19, 2023

Pursuant to the requirements of W.S. 9-4-818, formal application is made by First State Bank, Division of Glacier Bank, a corporation organized and existing under the laws of the State of Montana and having its office and principal place of business in the Town of Wheatland, in the County of Platte, in the State of Wyoming, to be designated as Depository. (Indicated amount of deposit desired unlimited.)

The bank offers the following described securities:

- U.S. Treasury Securities
- U.S. Agency Securities
- U.S. Agency Pass thru Mortgages
- U.S. Agency Collateralized Mortgages Obligations (CMOs)
- Wyoming Municipal Securities
- FHLB Letters of Credit
- FHLB Certificates of Deposit
- CDARS/ICS

to be assigned to and held by the Federal Home Loan Bank of Des Moines, as security for the safekeeping and prompt payment of all public monies that may be deposited with it by City of Casper, and for the faithful performance of its duties under the law as such depository.

By Order of the Board of Directors

Derrick Sisson, President and CEO

Jennifer J. Burns, Senior Vice President

BANK DIRECTORS

Robert Hellbaum
Derrick J. Sisson
Jeff Brown

Tom Dolan
Kelly J. Sittner
E. Gerald Gebhart

Michael Schmitt
Michele McGuire

Wheatland
P.O. Box 39
Wheatland, WY 82201
(307) 322-5222



Torrington
P.O. Box 1098
Torrington, WY 82240
(307) 532-5600



Guernsey
P.O. Box 879
Guernsey, WY 82214
(307) 836-2152



Casper
P.O. Box 1177
Casper, WY 82602
(307) 234-9005

FIRST STATE BANK, DIVISION OF GLACIER BANK
CERTIFIED COPY OF CORPORATE RESOLUTION
JANUARY 17, 2023

PLEDGING OF COLLATERAL SECURITY FOR DEPOSIT OF PUBLIC FUNDS

WHEREAS, it is necessary for First State Bank, Division of Glacier Bank to properly secure for all monies deposited in the bank by the Treasurer of State of Wyoming or Treasurer of any public subdivision, hereinafter called the Treasurer; and

WHEREAS, no deposit will be made in the bank by the Treasurer unless the deposit is properly secured, and the giving of proper security is one of the considerations for receiving the deposits; and

WHEREAS, the Treasurer is willing to receive securities designated by the laws of Wyoming as legal collateral security, as security for the deposit;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of First State Bank, Division of Glacier Bank that any two of the following named persons, officers of the bank, are authorized and empowered to pledge to the Treasurer of the state or political subdivision securities of this bank which are legal for collateral security for deposit of public funds, and which the Treasurer is willing to accept as collateral security, and in amounts and at the time the Treasurer and bank officers agree upon:

Derrick J. Sisson, President and CEO
Georgann Brown, President - Wheatland
Dan Sisson, President - Guernsey
Kermit Wille, President - Casper

Kelly J. Sittner, President - Torrington
Michelle Struble, Assistant Vice President/Controller
Jennifer J. Burns, Senior Vice President

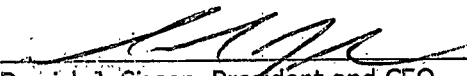
BE IT FURTHER RESOLVED that this authority given to the officers of the bank named herein to furnish collateral security to the Treasurer shall be continuing and shall be binding upon the bank until the authority given to the bank officers named herein is revoked or superseded by another resolution of this Board of Directors, verified copy of which shall be delivered by a representative of the bank to the Treasurer or mailed to the Treasurer by registered mail. The right given the officers named herein to pledge security as collateral also includes the right to give additional collateral security and to surrender and the right to substitute one piece or lot of collateral for another, provided the Treasurer is willing to make such exchange or substitution.

BE IT FURTHER RESOLVED that the bank officers named herein are fully authorized and empowered to execute in the name of the bank such collateral pledge agreement in favor of the Treasurer as the Treasurer requires, and any collateral pledge agreement executed or any act done by the bank officers named herein under the authority of this Resolution shall be as binding and effective upon this bank as though authorized by specific Resolution of the Board of Directors of the bank.

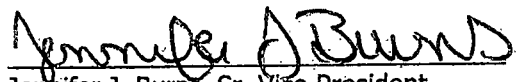
This Resolution is effective January 17, 2023.

I, Derrick J. Sisson, President and CEO of First State Bank, Division of Glacier Bank, hereby certify that the foregoing Resolution is an exact copy of a Resolution passed by the Board of Directors of First State Bank, held in their board room this 17th day of January, 2023, and that said Resolution has been spread upon the minutes in the minute book, constituting a part of the permanent records of the bank.

Dated at Wheatland, Wyoming this 17th day of January, 2023.


Derrick J. Sisson, President and CEO

WITNESS:


Jennifer J. Burns, Sr. Vice President

Consolidated Report of Condition for Insured Banks and Savings Associations for September 30, 2022

All schedules are to be reported in thousands of dollars. Unless otherwise indicated, report the amount outstanding as of the last business day of the quarter.

Schedule RC—Balance Sheet

		Dollar Amounts in Thousands		RCON	Amount	
Assets						
1. Cash and balances due from depository institutions (from Schedule RC-A):						
a.	Noninterest-bearing balances and currency and coin (1).....			0081	260,456	1.a.
b.	Interest-bearing balances (2).....			0071	164,756	1.b.
2. Securities:						
a.	Held-to-maturity securities (from Schedule RC-B, column A) (3).....			JJ34	3,756,634	2.a.
b.	Available-for-sale debt securities (from Schedule RC-B, column D).....			1773	5,755,076	2.b.
c.	Equity securities with readily determinable fair values not held for trading (4).....			JA22	429	2.c.
3. Federal funds sold and securities purchased under agreements to resell:						
a.	Federal funds sold.....			B987	0	3.a.
b.	Securities purchased under agreements to resell (5,6).....			B989	0	3.b.
4. Loans and lease financing receivables (from Schedule RC-C):						
a.	Loans and leases held for sale.....			5369	21,720	4.a.
b.	Loans and leases held for investment.....	B528	14,851,233			4.b.
c.	LESS: Allowance for loan and lease losses (7).....	3123	178,191			4.c.
d.	Loans and leases held for investment, net of allowance (item 4.b minus 4.c).....	B529	14,673,042			4.d.
5. Trading assets (from Schedule RC-D).....						
6. Premises and fixed assets (including capitalized leases).....						
7. Other real estate owned (from Schedule RC-M).....						
8. Investments in unconsolidated subsidiaries and associated companies.....						
9. Direct and indirect investments in real estate ventures.....						
10. Intangible assets (from Schedule RC-M).....						
11. Other assets (from Schedule RC-F) (6).....						
12. Total assets (sum of items 1 through 11).....						
Liabilities						
13. Deposits:						
a.	In domestic offices (sum of totals of columns A and C from Schedule RC-E).....			2200	21,990,093	13.a.
(1)	Noninterest-bearing (8).....	6631	8,314,533			13.a.1.
(2)	Interest-bearing.....	6636	13,675,560			13.a.2.
b.	Not applicable					
14. Federal funds purchased and securities sold under agreements to repurchase:						
a.	Federal funds purchased (9).....			B993	0	14.a.
b.	Securities sold under agreements to repurchase (10).....			B995	887,483	14.b.
15. Trading liabilities (from Schedule RC-D).....						
16. Other borrowed money (includes mortgage indebtedness) (from Schedule RC-M).....						
17. and 18. Not applicable						
19. Subordinated notes and debentures (11).....						
				3200	0	19.

1 Includes cash items in process of collection and unposted debits.
 2 Includes time certificates of deposit not held for trading.
 3 Institutions that have adopted ASU 2016-13 should report in item 2.a amounts net of any applicable allowance for credit losses, and item 2.a should equal Schedule RC-B, item 8, column A, less Schedule RI-B, Part II, item 7, column B.
 4 Item 2.c is to be completed by all institutions. See the instructions for this item and the Glossary entry for "Securities Activities" for further detail on accounting for investments in equity securities.
 5 Includes all securities resale agreements, regardless of maturity.
 6 Institutions that have adopted ASU 2016-13 should report in items 3.b and 11 amounts net of any applicable allowance for credit losses.
 7 Institutions that have adopted ASU 2016-13 should report in item 4.c the allowance for credit losses on loans and leases.
 8 Includes noninterest-bearing, demand, time, and savings deposits.
 9 Report overnight Federal Home Loan Bank advances in Schedule RC, item 16, "Other borrowed money."
 10 Includes all securities repurchase agreements, regardless of maturity.
 11 Includes limited-life preferred stock and related surplus.

Schedule RC—Continued

Dollar Amounts in Thousands		RCON	Amount	
Liabilities—continued				
20. Other liabilities (from Schedule RC-G).....		2930	238,089	20.
21. Total liabilities (sum of items 13 through 20).....		2948	23,898,336	21.
22. Not applicable				
Equity Capital				
Bank Equity Capital				
23. Perpetual preferred stock and related surplus.....		3838	0	23.
24. Common stock.....		3230	20	24.
25. Surplus (excludes all surplus related to preferred stock).....		3839	2,552,381	25.
26. a. Retained earnings.....		3632	761,347	26.a.
b. Accumulated other comprehensive income (1).....		B530	(500,577)	26.b.
c. Other equity capital components (2).....		A130	0	26.c.
27. a. Total bank equity capital (sum of items 23 through 26.c).....		3210	2,813,171	27.a.
b. Noncontrolling (minority) interests in consolidated subsidiaries.....		3000	0	27.b.
28. Total equity capital (sum of items 27.a and 27.b).....		G105	2,813,171	28.
29. Total liabilities and equity capital (sum of items 21 and 28).....		3300	26,711,507	29.

Memoranda

To be reported with the March Report of Condition.

1. Indicate in the box at the right the number of the statement below that best describes the most comprehensive level of auditing work performed for the bank by independent external auditors as of any date during 2021.....

RCON	Number	
6724	NR	M.1.

- 1a = An integrated audit of the reporting institution's financial statements and its internal control over financial reporting conducted in accordance with the standards of the American Institute of Certified Public Accountants (AICPA) or the Public Company Accounting Oversight Board (PCAOB) by an independent public accountant that submits a report on the institution
- 1b = An audit of the reporting institution's financial statements only conducted in accordance with the auditing standards of the AICPA or the PCAOB by an independent public accountant that submits a report on the institution
- 2a = An integrated audit of the reporting institution's parent holding company's consolidated financial statements and its internal control over financial reporting conducted in accordance with the standards of the AICPA or the PCAOB by an independent public accountant that submits a report on the consolidated holding company (but not on the institution separately)
- 2b = An audit of the reporting institution's parent holding company's consolidated financial statements only conducted in accordance with the auditing standards of the AICPA or the PCAOB by an independent public accountant that submits a report on the consolidated holding company (but not on the institution separately)

- 3 = This number is not to be used
- 4 = Directors' examination of the bank conducted in accordance with generally accepted auditing standards by a certified public accounting firm (may be required by state-chartering authority)
- 5 = Directors' examination of the bank performed by other external auditors (may be required by state-chartering authority)
- 6 = Review of the bank's financial statements by external auditors
- 7 = Compilation of the bank's financial statements by external auditors
- 8 = Other audit procedures (excluding tax preparation work)
- 9 = No external audit work

To be reported with the March Report of Condition.

2. Bank's fiscal year-end date (report the date in MMDD format).....

RCON	Date	
8678	NR	M.2.

1 Includes, but is not limited to, net unrealized holding gains (losses) on available-for-sale securities, accumulated net gains (losses) on cash flow hedges, and accumulated defined benefit pension and other postretirement plan adjustments.
2 Includes treasury stock and unearned Employee Stock Ownership Plan shares.

RESOLUTION NO. 23-30

A RESOLUTION AMENDING PROVIDING FOR THE NAMING OF LEGAL DEPOSITORIES AND INVESTMENT FIRMS FOR 2023.

WHEREAS, Wyoming Statutes §9-4-801 through §9-4-832 provide procedures for the deposit of city monies in local, state and national banks; and,

WHEREAS, it is necessary for interested banks to pledge and provide security for such deposits, and it has been necessary for the City Treasurer to contact local banks to determine which local banks are interested in becoming local depositories for city funds; and further,

WHEREAS, Wyoming Statute §9-4-831 permits the City Treasurer to invest public funds, and whereas such investments are made through investment firms.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the following local banks are hereby are named local depositories for city funds in 2023, subject to the City Treasurer receiving required documentation for such deposits and the discretion of the City Treasurer: First Interstate Bank, US Bank, ANB Bank, and First State Bank.

BE IT FURTHER RESOLVED: that the following investment companies are designated brokers for the City of Casper in 2023: First Interstate Bank, Wyoming State Treasurer – WYOSTAR, and Wyoming State Treasurer – WYOSTAR II.

BE IT FURTHER RESOLVED: that in the event any other properly qualified institutions become available during the year, this Resolution may be presented to the City of Casper, Wyoming, City Council for amendment.

PASSED, APPROVED, AND ADOPTED on this ___ day of _____, 2023.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Bruce Knell
Mayor

January 26, 2023

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

FROM: Andrew Beamer, P.E., Public Services Director *AB*
Alex Sveda, P.E., City Engineer *AS*
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Authorizing Amendment #3 to the Professional Services Contract with State line No. 7 Architects, in the amount of \$24,750.00 for the City Hall Renovations and Addition (Project SAFE), Project No. 20-004.

Meeting Type & Date

Regular Council Meeting
February 21, 2023

Action Type

Resolution

Recommendation

That Council, by Resolution, authorize Amendment #3 to the Professional Services Contract with State Line No. 7 Architects (SL#7), in the amount of \$24,750.00 for the City Hall Renovations and Addition (Project SAFE).

Summary

SL#7 has been under contract with the City of Casper since March 3, 2021 for the City Hall Renovations and Addition. The purpose of the project is to address building layout deficiencies on the top and bottom floors that hinder customer service and operational efficiency, remedy non-compliance with ADA regulations, add space needed for future staffing, improve the exterior and entries, improve the HVAC system, correct safety and security vulnerabilities, and improve lighting, flooring and general maintenance issues.

The City of Casper opened bids on March 18, 2022 for a complete and robust design to remodel City Hall, including alternate items such as an addition to add office space. The bids received were higher than the available funding. City Staff recently requested that SL#7 provide a price proposal and amendment request for a scaled-back design, congruent with available funding. SL#7 provided a price proposal and was approved for a contract increase in September 2022. However, at that time the parallel scope of services for mechanical and electrical engineering had not been completely assessed for the revised design, bidding support, and construction administration. The scope also had to increase again with regard to intense remodel components based on the size and needs of certain departments. As with the architectural components, only some of the original mechanical and electrical design was able to be salvaged and re-used for the new design effort. The re-design is anticipated for completion by March 3, 2023 so that construction bidding can begin.

City Staff have reviewed SL#7's amendment proposal and recommends approval.

Financial Considerations

Funding is from the Revolving Land Fund.

Oversight/Project Responsibility

Scott R. Baxter, P.E., Associate Engineer, Public Services Department

Attachments

Resolution

Consultant Proposal

**AMENDMENT NO. 3 TO THE CONTRACT
FOR PROFESSIONAL SERVICES (“AMENDMENT”)**

This Amendment to the Contract for Professional Services (“Amendment”) is entered into on this 20th day of September, 2022, by and between the following parties:

1. The City of Casper of Casper, Wyoming (“City”), a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601.
2. State Line No. 7 Architects (“Consultant”), 444 South Center Street, Casper, Wyoming, 82601.

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

RECITALS

A. On March 3rd, 2020, the City and Consultant entered into a *Contract for Professional Services* (“Contract”) for design and construction administration for the City Hall Renovations & Addition (Project SAFE), Project No. 20-004.

B. Amendment No. 3 requires professional services for additional mechanical and electrical engineering services for the City Hall Renovations & Addition (Project SAFE), Project No. 20-004.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto agree by and between them to amend the Contract as follows:

1. INCORPORATION OF RECITALS

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

2. AMENDMENT TO PART I, SECTION 1 (SCOPE OF SERVICES).

A fourth paragraph shall be added to include the following:

The Consultant shall perform the following services in connection with and respecting the project as described in Exhibit D, State Line No. 7 Architects Proposal, attached hereto and hereby made a part of this Contract.

3. AMENDMENT TO PART I, SECTION 3 (COMPENSATION).

Replace the previous compensation amount of “Five Hundred Three Thousand Eighty-One and 85/100 Dollars (\$503,081.85)” with the new compensation amount of


“Five Hundred Twenty-Seven Thousand Eight Hundred Thirty-One and 85/100 Dollars (\$527,831.85)”.

4. RATIFICATION

The terms and conditions of the Contract, as modified herein, are hereby ratified by the parties and shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Parties have executed this Amendment as of the day and year above.

APPROVED AS TO FORM



ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

WITNESS

CONSULTANT
State Line No. 7 Architects

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____



January 26, 2023

Mr. Scott Baxter, P.E.
City of Casper
Engineering Department
200 North David Street
Casper, Wyoming 82601

Re: Revised Extra Services Request (mechanical and electrical): Casper City Hall Remodel

Dear Scott:

Stateline No. 7 Architects and our design team are pleased to submit our fee for professional services regarding mechanical and electrical engineer additional services due to increased area of intense remodel as well as additional scope of pre-purchasing HVAC units on the Casper City Hall Remodel project.

SCOPE OF WORK EXPLANATION

Engineering Design Associates scope of working under Stateline No. 7 Architects has additional mechanical and electrical engineering services on the Casper City Hall Remodel since the time of initial scope and project budgeting. The project scope was initially outlined in May and June of 2022 and was anticipated at that time to include only limited areas of intense remodel (wall reconfiguration, etc.) to the first floor level of the City Hall with very little or no intense remodel to the second floor level in order to keep the project within the approximate \$2.6 million project budget, which included funds already allocated by the City Council to the project at that time. See highlighted areas of the plans below representing the intense remodel areas within the initial scope of work:



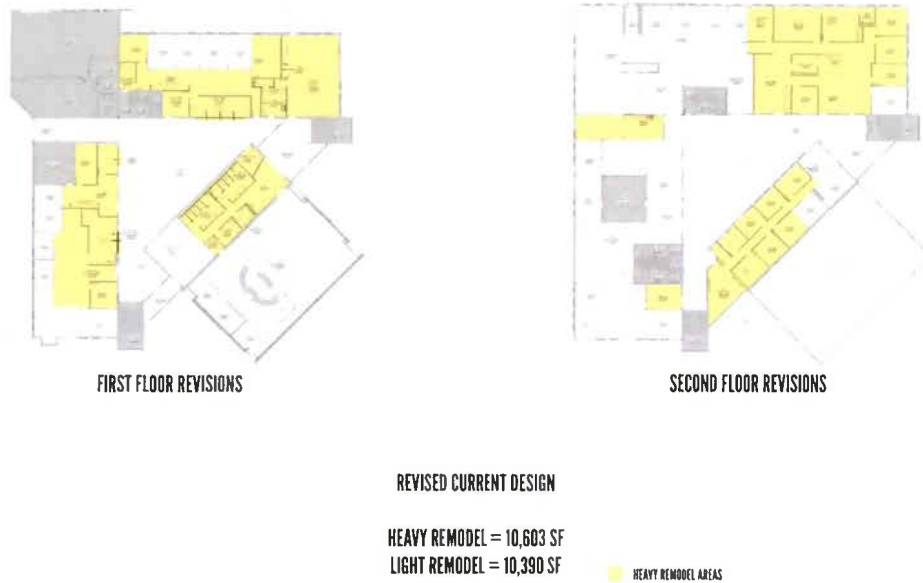
INITIAL DESIGN

HEAVY REMODEL = 4,500 SF
LIGHT REMODEL = 24,000 SF

HEAVY REMODEL AREAS



In subsequent meetings with the City Departments as well as further cost estimating by the design team, it was deemed that a significant amount more of intense remodel would need to take place for the project in order to satisfy the needs of the department as well as adjustment to the cost estimate from \$2.6 million to \$4.5 million. This additional intense remodel increase resulted in the increase of scope/work required for EDA in these areas. See highlighted areas of the plans below representing the increased intense remodel areas that expanded the scope of work for EDA:



Additionally, EDA had presented an option in the initial May and June 2022 timeframe to provide a separate procurement process for early (pre-purchase) of the HVAC equipment. Stateline mistakenly understood that EDA had included this pre-purchase option in their scope of work since it was in discussion in May and June 2022 along with the initial scope of work, but EDA did not include this scope of work until it was approved by the City Council later in September 2022 (after the contract amendment date of acceptance of the initial new/ revised scope for the new City Hall Remodel direction).

- See attached letter dated 11-22-22 from Engineering Design Associates for further explanation of mechanical and electrical engineer additional services.

SCHEDULE

The work for these additional services is already in progress.



PROFESSIONAL FEE

Stateline No. 7 Architects prefers to establish these additional fees for professional architecture and engineering services based on the total scope of work necessary to complete the changes. The additional fees are arrived at simply by estimating the actual time and work necessary and calculating those costs including consulting, staff costs, overhead, etc. The fixed fee format allows the project budget to be established independent from the professional fees and dispels any concerns about fees being tied to project costs. We propose the additional fees as outlined in this proposal and below:

Professional Fees:

Mechanical and Electrical
 (Engineering Design Associates)

**Total Additional
 Proposed Fixed Fee: \$ 24,750.00**

These additional fees includes in-house reimbursable expenses such as photocopies, in-house/progress blueprints, telephone/fax, illustrations, and other expenses. If additional services are required beyond those listed, they will be billed at hourly rates or the fee may be renegotiated. We do not anticipate any reimbursable expenses; all expenses (including travel) have been included in the above fee. The fee will be billed as work is completed per our typical monthly billing. We hope that you find our additional fees and project scope for these additional services acceptable, and we look forward to continuing our working relationship on this project. Again, we sincerely appreciate the opportunity and thank you for your consideration.

Respectfully,



Lyle T. Murtha, A.I.A.
 President
 Stateline No. 7 Architects
 444 South Center Street
 Casper, Wyoming 82601

307-265-3611
 307-265-3617 fax
 lmurtha@stateline7.com
 www.stateline7.com





November 22, 2022

Mr. Lyle Murtha, AIA
Stateline No 7 Architects
444 South Center Street
Casper, WY 82601

Re: Additional Services Proposal
Casper City Hall Renovation Addendum - Added Scope

Dear Lyle:

Engineering Design Associates (EDA) is pleased to provide the following proposal to Stateline No. 7 Architects (Client) for mechanical and electrical engineering services related to the added scope for the City Hall building renovation addendum. This letter provides a description of the proposed change in scope.

Scope of Services

Revised design services include development of construction drawings with the following scope:

1. City Clerk Area
 - a. Power service and distribution and lighting design.
 - b. Data and phone distribution cabling, rough-in for access and security.
 - c. HVAC system modifications to redistribute supply, return, and exhaust air.
 - d. Performance specifications for fire sprinkler and fire alarm systems.
2. Community Development Area
 - a. Power service and distribution and lighting design.
 - b. Data and phone distribution cabling, rough-in for access and security.
 - c. HVAC system modifications to redistribute supply, return, and exhaust air.
 - d. Plumbing revisions for a new layout.
 - e. Performance specifications for fire sprinkler and fire alarm systems.
3. Finance Area
 - a. Power service and distribution and lighting design.
 - b. Data and phone distribution cabling, rough-in for access and security.
 - c. HVAC system modifications to redistribute supply, return, and exhaust air.
 - d. Performance specifications for fire sprinkler and fire alarm systems.
4. City Manager Area
 - a. Power service and distribution and lighting design.
 - b. Data and phone distribution cabling, rough-in for access and security.
 - c. HVAC system modifications to redistribute supply, return, and exhaust air.
 - d. Plumbing revisions for a new layout.
 - e. Performance specifications for fire sprinkler and fire alarm systems.
5. City Attorney Area

- a. Power service and distribution and lighting design.
 - b. Data and phone distribution cabling, rough-in for access and security.
 - c. HVAC system modifications to redistribute supply, return, and exhaust air.
 - d. Plumbing revisions for a new layout.
 - e. Performance specifications for fire sprinkler and fire alarm systems.
6. Enlarged Break Room Area
 - a. Power service and distribution and lighting design.
 - b. Data and phone distribution cabling, rough-in for access and security.
 - c. HVAC system modifications to redistribute supply, return, and exhaust air.
 - d. Performance specifications for fire sprinkler and fire alarm systems.
 7. Air handling unit pre-purchase design effort.

Deliverables include a single set of construction documents in Adobe PDF format for one bidding phase and a maximum 12-month construction schedule. Production drawings will be in AutoCad format; the use of Revit modeling or other BIM software is not being proposed.

Client Responsibilities

In order for EDA personnel to perform the above scope of services efficiently and cost effectively, the Client is to be responsible for the following:

1. Timely delivery of information regarding requirements for and limitations on the project imposed by the owner, client, or the jurisdictional authority.
2. Maintaining a realistic project scope and schedule that remains within the Owner's stated budget, avoiding additional effort on our behalf for unnecessary redesign.
3. Project floor plan backgrounds, elevations, and sections in AutoCAD format, including pertinent building code requirements, and copyright release of all materials provided for our use.
4. Front-end bidding documents and any additional demolition and renovation plans, specifications, and detailing for trades other than mechanical and electrical.

Schedule

EDA will commit to providing construction documents and progress drawings as necessary to meet an agreed upon schedule, and provided that information necessary for said deliverables is received sufficiently in advance. We will expect the schedule for each phase of the project to be adjusted as necessary for delays outside our control.

Terms and Conditions

EDA will perform the above scope of services on a lump sum, percent of completion basis for each phase of work as follows:

Construction Documents	\$17,250
Construction Administration	\$3,600
AHU Pre-Purchase Effort	\$2,700
Fire Protection Services	\$1,200

We expect document sharing to be via the Client's ftp site or e-mail. We expect copies and prints of any pertinent drawings to be provided at no additional cost by the Client. As such, we do not anticipate additional reimbursable expenses.

We will invoice on a normal monthly billing cycle and will expect substantial payment prior to delivery of the documents. Terms and conditions of this proposal will remain valid for 30-days from the above date.

Additional Services

The following services are not included within the base scope of work for this proposal and if requested, will require the negotiation of additional fee.

1. Work, travel, and/or other services not specifically identified above.
2. Integration with third party testing or building commissioning.
3. Mechanical work outside of five feet beyond the building perimeter.
4. Mechanical and electrical construction cost of work estimating.
5. Design or specifications for data, security, or other special systems.
6. Work resulting from an increase in the proposed building area.
7. Work resulting from over-budget conditions outside our control.

Additional work and/or changes in scope at the Client's request will be negotiated separately or may be invoiced at our standard hourly rates (or those of our sub-consultants). Billing rates for EDA personnel associated with this project are as follows:

Mechanical Engineer	\$150/hr	Staff Engineer	\$120/hr
Electrical Engineer	\$150/hr	Designer	\$105/hr
Project Engineer	\$135/hr	Drafting/Clerical	\$80/hr

Insurance

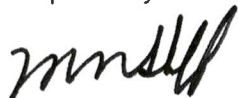
Services performed by us under an agreement pursuant to this proposal will be conducted in a manner consistent with that level of skill and care ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty, express or implied is made.

Statements of professional liability and general liability will be forwarded directly by our insurance carrier(s) to the above address upon request. Additional coverage, including that required of the Client by the Owner, is not being proposed for this project.

Acceptance

Acceptance of this proposal can be achieved by signing the authorization of services below or by sending other appropriate documentation with this proposal referenced as an exhibit, to Engineering Design Associates, 1607 CY Ave, Ste 303, Casper, WY 82604. Thank you for your consideration and please feel free to contact us with any questions or comments.

Prepared By:



Monte N. Schaff, PE
Engineering Design Associates

Authorization for Engineering Services

Client: Stateline No. 7 Architects

Project: City Hall Remodel Addendum - Added Scope, Casper, WY

Signature:

Date:

Name:

Title:

RESOLUTION NO. 23-31

A RESOLUTION AUTHORIZING AMENDMENT NO. 3 TO THE CONTRACT FOR PROFESSIONAL SERVICES WITH STATE LINE NO. 7 ARCHITECTS, FOR DESIGN SERVICES FOR THE CITY HALL RENOVATIONS AND ADDITION (PROJECT SAFE), PROJECT NO. 20-004.

WHEREAS, State Line No. 7 Architects, under a Contract for Professional Services dated March 3, 2020, is providing engineering services for the City Hall Renovations and Addition (Project SAFE); and,

WHEREAS, additional design services outside the original scope of work are required to reduce overall costs; and,

WHEREAS, the City of Casper desires to extend the scope of work with State Line No. 7 Architects, to provide these additional services; and,


WHEREAS, State Line No. 7 Architects is able and willing to provide those services as specified in Amendment No. 3.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, Amendment No. 3 to the Contract for Professional Services with State line No. 7 Architects for additional design services in the amount of Twenty-Four Thousand Seven Hundred Fifty and 00/100 Dollars (\$24,750.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the Agreement, equal to an additional amount not to exceed Twenty-Four Thousand Seven Hundred Fifty and 00/100 Dollars (\$24,750.00), for a total contract amount of Five Hundred Twenty-Seven Thousand Eight Hundred Thirty-One and 85/100 Dollars (\$527,831.85).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2023.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

February 15, 2023

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

FROM: Andrew B. Beamer, P.E., Public Services Director *AB*
Cynthia Langston, Solid Waste Division Manager *CL*
Alex Sveda, P.E., City Engineer *AS*
Steven Stolte, E.I.T., Associate Engineer I

SUBJECT: Authorizing an Agreement with Treto Construction, LLC, in the amount of \$177,500.00, for the Solid Waste Storm Water Improvements, Project No. 22-023.

Meeting Type & Date
Regular Council Meeting
February 21, 2023

Action Type
Resolution

Recommendation
That Council, by resolution, authorize an agreement with Treto Construction, LLC, in the amount of \$177,500.00, for the Solid Waste Storm Water Improvements, Project No. 22-023. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$17,750.00, for a total project amount of \$195,250.00.

Summary
On Thursday, January 26, 2023, four (4) bids were received for the Solid Waste Storm Water Improvements, Project No. 22-023. The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BASE BID</u>
Treto Construction, LLC	Casper, Wyoming	\$177,500.00
Ramshorn Construction Inc.	Casper, Wyoming	\$190,029.41
71 Construction	Casper, Wyoming	\$202,016.50
Installation & Service CO	Mills, Wyoming	\$219,715.00

The Engineer's estimate prepared by the City Engineering Office was \$155,585. Engineering had underestimated the unit price for concrete work. The correct unit prices would have resulted in a revised Engineer's estimate of \$171,210.

Memo Construction
Treto Construction, LLC
Solid Waste Storm Water Improvements
Project No. 22-023

The project includes the widening of Langston Lane as well as improvements and additions to existing stormwater infrastructure that include weirs, sumps, stormwater pipe and a catch basin. The project is scheduled to be substantially complete by May 12, 2023.

Financial Considerations

Funding for this project will be from FY23 Balefill Reserves from which \$150,000 was budgeted. A \$60,000 budget transfer has been processed to cover the shortfall coming from delaying the replacement of grader equipment.

Oversight/Project Responsibility

Steven Stolte, Associate Engineer

Attachments

Resolution

Agreement

Memo Construction
Treto Construction, LLC
Solid Waste Storm Water Improvements
Project No. 22-023

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 Treto Construction, LLC, P.O. Box 50610, 82609, Casper, Wyoming, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to conduct storm water improvements at the City of Casper Landfill including, Concrete, Asphalt, Storm Pipe, Weirs, RipRap, Rock, and Trench Cleaning.

WHEREAS, the Contractor is able and willing to provide those services specified as the

Solid Waste Storm Water Improvements, Project No. 22-023

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for Solid Waste Storm Water Improvements, Project No. 22-023, hereinafter referred to as the "Work."

ARTICLE 2. ARCHITECT/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 Architect and/or 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 **May 12, 2023**, and ready for final payment in accordance with Article 14 of the General Conditions by **May 19, 2023**. Substantial Completion will be accepted once all utilities are installed and in working order, surfacing is replaced and the project site is returned to full normal vehicular and pedestrian traffic. Once Contractor has mobilized on-site and work has commenced, Contractor shall work continuously on-site, during the construction activities hours specified in these contract documents, until work is substantially complete. Contractor shall submit a comprehensive traffic control plan. No open excavations shall remain overnight.
- 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 One Thousand Dollars (\$1,000.00) 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 Five Hundred Dollars (\$500.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

In Consideration of the performance of the work in accordance with the Contract documents for this Unit Price Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of One Hundred Seventy-Seven Thousand Five Hundred and 00/100 Dollars (\$177,500), 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 lump sum price for the Base Bid.

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 accountspayable@Casperwy.gov AND 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 14.01 of the General Conditions, subject to the cutoff and submittal dates provided in the Measurement and Payment Procedures.

5.1.1 Progress payments will be made in an amount equal to ninety-five percent (95%) of the Work completed, and ninety-five percent (95%) 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 in order to withhold such amounts where retainage is equal to five percent (5%) of any work completed throughout project and of the Total Contract Price.

5.1.2 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.

- 5.1.3 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.
- 5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment as detailed in Section 01310 Progress Schedules.
- 5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 14.13 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq., withheld percentages for Contracts exceeding Fifty Thousand Dollars (\$50,000.00) 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 (BF-1 through BF-4 of the Bid Form and the Bid Schedule.
- 8.4 Addenda No.: Addenda 1
- 8.5 Performance and Payment Bonds.
- 8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.7 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.8 Supplementary Conditions (Pages SC-1 to SC-15, inclusive).
- 8.9 General Requirements, consisting of Nine (9) sections. Special Provisions consisting of One (1) Section and Seventeen (17) Drawing "Sheets".
- 8.10 Notice of Award.
- 8.11 Notice to Proceed.
- 8.12 Minutes of the Pre-Bid Conference, if any.
- 8.13 Contract Drawings, with each sheet bearing the following general title:
- Solid Waste Storm Water Improvements, Project No. 22-023**
- 8.14 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.15 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.

8.16 Notice of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT.

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

ARTICLE 8. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year below written.

DATED this _____ day of _____, 2023.

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

APPROVED AS TO FORM:
(Solid Waste Storm Water Improvements, Project No. 22-023)

Walker Trust

CONTRACTOR:

ATTEST:

By: _____

By: _____

Title: _____

Title: _____

ATTEST:

OWNER:
CITY OF CASPER, WYOMING
A Municipal Corporation

By: _____

By: _____

Title: Fleur Tremel
City Clerk

Title: Bruce Knell
Mayor

ADDENDUM NO. 1

to the
BIDDING AND CONTRACT DOCUMENTS
for the
SOLID WASTE STORM WATER IMPROVEMENTS

PROJECT NO. 22-023
For
THE CITY OF CASPER, WYOMING

ADDENDUM DATE: January 17, 2023

Receipt of this Addendum must be acknowledged by filling in the spaces provided below and including one (1) copy attached to the bid.


APPROVED: (CITY OF CASPER)



Steven Stolte, E.I.T.
City Engineer

ACKNOWLEDGMENT OF RECEIPT OF
ADDENDUM (BIDDER)

Treto Construction, LLC
Firm


By: Signature

President
Title

01/17/2023
Date Received

ADDENDUM NO. 1

to the
BIDDING AND CONTRACT DOCUMENTS
for the
SOLID WASTE STORM WATER IMPROVEMENTS
PROJECT NO. 22-023
For
THE CITY OF CASPER, WYOMING

ADDENDUM DATE: January 17, 2022

This addendum to the project manual is hereby made a part of the Contract Documents for the above titled project, to the same extent as though it were originally contained therein.

All bidders are expected to thoroughly examine each item enumerated herein, regardless of its apparent application and shall be responsible for furnishing all labor and materials required in the division of work that the items indicate.

PRE-BID MEETING

1. The Bid Date/time, Completion dates were noted. Asphalt plants do not typically start until May, therefore the final completion date will be shifted to align with when asphalt is available.
2. It was noted that the current Engineer's Estimate was \$144,000.
3. Question: Can a detail be provided for the double catch basin? Response: Yes. A detail will be added to the plan set.
4. Question: What type of asphalt mix is required? Response: 64-22 mix will be required for the project.
5. Question: Can the top lift of asphalt be changed to 8 feet wide to match the width of the paver? Response: Yes, this can be changed.
6. Question: Can mobilization and bonds be a separate line item on the bid schedule? Response: Yes, a separate line item will be provided for mobilization and bonds.

BID DOCUMENTS

- BID SCHEDULE: REPLACE Bid Schedule, in its entirety, with the attached Bid Schedule.
- STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR: REPLACE, "3.1 The Work will be substantially completed by April 7, 2023, and ready for final payment in accordance with Article 14 of the General Conditions by April 14,

2023.” WITH “3.1 The Work will be substantially completed by May 12, 2023, and ready for final payment in accordance with Article 14 of the General Conditions by May 19, 2023.”

TECHNICAL SPECIFICATIONS: GENERAL REQUIREMENTS

- MEASUREMENT AND PAYMENT PROCEDURES, SECTION 01650: REPLACE SECTION 01650, in its entirety, with the attached SECTION 01650.

DRAWINGS

- DRAWING Sheet 5: REPLACE Sheet 5 with the attached Sheet 5.
- DRAWING Sheet 11: REPLACE Sheet 11 with the attached Sheet 11.
- ADD DRAWING Sheet C1

ATTACHMENTS

1. Pre Bid Meeting, Sign-In Sheet
2. Bid Schedule
3. SECTION 01650
4. Drawing Sheet 5
5. Drawing Sheet 11
6. Drawing Sheet C1

END OF ADDENDUM NO. ONE

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

PROJECT IDENTIFICATION: City of Casper
Solid Waste Storm Water Improvements, Project No. 22-023

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 by April 7, 2023 as specified or indicated in the Bidding Documents for the Contract Price, and completed and ready for final payment not later than by April 14, 2023, in accordance with the Bidding Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the City's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:
 - A. Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):

Addendum No. <u>01</u>	Dated <u>01/17/2023</u>
Addendum No. _____	Dated _____
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;

C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$ 177,500.00

TOTAL BASE BID, IN WORDS: One hundred seventy seven thousand five hundred and zero cents----- DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.

7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.

8. The following documents are attached to and made a condition of this Bid:

A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)

B. Itemized Bid Schedule.

C. Copy of Certificate of Residency, if bidding as Wyoming Resident.

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: Treto Construction, LLC
P. O. Box 50610
Casper, WY 82609

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on January 26, 2023.

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: _____

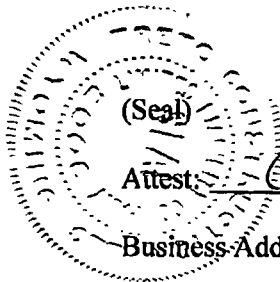
Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: Treto Construction, LLC _____ (seal)
(Corporation's or Limited Liability Company's Name)

Wyoming _____
(State of Incorporation or Organization)

By: German G. Treto *German G. Treto* _____ (seal)
President
(Title)



(Seal)
Attest: *Crestina Treto* _____

Business Address: Treto Construction, LLC _____
P.O. Box 50610 _____
Casper, WY 82609 _____

Phone Number: 307-237-8836 _____

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.)

Solid Waste Storm Water Improvements (#8333782)

Owner: Casper WY, City of
 Solicitor: Casper WY, City of
 01/26/2023 10:00 AM MST

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Unit Price	Extension
Solid Waste Storm Water Improvements Project No. 22-023							\$177,500.00
	1	1	Mobilization and Bonds	LS	1	\$10,000.00	\$10,000.00
	2	2	Langston Lane Drainage and Road	NA	0.00E+00	\$0.00	\$0.00
	a	a	F&I Valley Pan	Sq Yd	25	\$125.00	\$3,125.00
	b	b	F&I Concrete Apron	Sq Yd	125	\$135.00	\$16,875.00
	c	c	F&I Weirs With Sump	Ea	3	\$2,500.00	\$7,500.00
	d	d	F&I Weirs Without Sump	Ea	4	\$2,500.00	\$10,000.00
	e	e	Road Widening	Sq Yd	1200	\$48.00	\$57,600.00
	3	3	F&I Catch Basin and 48" Storm Pipe	LS	1	\$28,000.00	\$28,000.00
	4	4	Evaporation Pond Concrete Channel Clean Out	LS	1	\$20,000.00	\$20,000.00
	5	5	F&I Biosolids Ditch Sumps	Sq Yd	122	\$200.00	\$24,400.00
Base Bid Total:							\$177,500.00

RESOLUTION NO. 23-32

A RESOLUTION AUTHORIZING AN AGREEMENT WITH TRETO CONSTRUCTION, LLC, FOR THE SOLID WASTE STORM WATER IMPROVEMENTS, PROJECT NO. 22-023.

WHEREAS, the City of Casper desires to contract for the Solid Waste Storm Water Improvements, Project No. 22-023; and,

WHEREAS, Treto Construction, LLC, is able and willing to provide those services specified as Solid Waste Storm Water Improvements, Project No. 22-023; 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 Treto Construction, LLC, for those services, in the amount of One Hundred Seventy-Seven Thousand Five Hundred and 00/100 Dollars (\$177,500).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed One Hundred Seventy-Seven Thousand Five Hundred and 00/100 Dollars (\$177,500.00) and Seventeen Thousand Seven Hundred Fifty and 00/100 Dollars (\$17,750.00) for a construction contingency account, for a total project amount of One hundred Ninety Five Thousand Two Hundred Fifty and 00/100 Dollars (\$195,250.00).

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 ____ day of _____, 2023.

APPROVED AS TO FORM:

Walter Tremel



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

February 15, 2023

MEMO TO: J. Carter Napier, City Manager 
FROM: Jill Johnson, Financial Services Director 
SUBJECT: Aquatic Center Roof Deck Funding Plan

Meeting Type & Date

Council Meeting
February 21, 2023

Action type

Resolution

Recommendation

That Council, by resolution, authorize the application to the State Land and Investment Board (SLIB) for a Capital Construction Loan, which creates funding for the Aquatic Center Roof Deck project in FY24, and repaying the project costs over 5 years which fits into the 1%17 allocation schedule.

Summary

In the Council resolution 22-133, Council provided direction on the allocation of 1%17 anticipated revenues over the next 4 years. The Aquatics Center Roof Deck, \$508,000 from Public Building Repairs and \$1,356,000 from Sports and Physical Fitness was a project that was included in the allocation for a total of \$1,864,000; with \$466,000 allocated each year over the 4 years starting in FY25.

During the Council Work Session on February 14, 2023, Council gave preliminary approval to proceed with the application to SLIB for the Capital Construction Loan program to fund this project.

Financial Considerations

SLIB offers a Capital Construction Loan Program for which this project would qualify. The loan term will be 5 years which coincides with the 1%17 receipts. The interest rate is 1% and there would be a one-time origination fee of 0.5%. The origination fee would be \$9,320, payments would be \$384,059 and interest over the life of the loan would be \$56,291. The payments are due annually and would be funded from the 1%17 allocation. The 1%17 will cover the principal and anticipated budget savings from the project design, estimated to be approximately \$100,000, will cover the interest and the origination fee.

Oversight/Project Responsibility

Zulima Lopez, Parks, Recreation & Public Facilities Director
Jill Johnson, Financial Services Director

**OFFICE OF STATE LANDS AND INVESTMENTS
CAPITAL CONSTRUCTION LOAN PROGRAM
Application Instructions**

This Application Form is to be completed when applying for funding from the
Capital Construction Loan Program.

The Office of State Lands and Investments will provide the completed Application Form to the State Loan and
Investment Board as the applicant's summary of the request for funding.

Applicants should view this form as your opportunity to inform the Board of the need for the project and the
reason the State should help finance the project. There is no limit on the length of the Application Form, please
attach additional pages if needed. However, the Office suggests a bulleted format and please bear in mind the
time constraints of the State Loan and Investment Board.

Tab 1 - General Information

- * All applicants are required to complete this page.
- * The "Applicant Name" will carry through to the rest of the application pages.
- * In the table for other funding, do not include the funding being requested with this application.
- * The following fields will auto calculate - "Balance of Project Incomplete", "Funding Percentage", "Estimated Reimbursement Rate" and "Total Other Funding".

Tab 2 - Project Questions

- * All applicants are required to complete this page.
- * The "Project Name" will carry through to the rest of the application pages.

Tab 3 - Project Narrative

- * All applicants are required to complete this page
- * The formal description of the project, must include the following at a minimum:
 - 1 A detailed total project cost;
 - 2 A detailed project schedule;
 - 3 How the project will contribute to the health, safety and welfare of the citizen it will serve;
 - 4 How the project will protect citizens from hazards that may result if the project is not done; and,
 - 5 The financial need in relation to the project.
- * List all sources of proposed security for the loan; including but limited to the source of repayment.

Tab 4 - Borrowing Capacity

- * All applicants are required to complete this page

Tab 5 - Road & Street Questions

- * Only applicants applying road and street funding must complete this page.

Submitted application and all supporting documentation on legal size paper (8 1/2 x 14)

Ensure you have entered something in every box this color.

**All questions must be answered in order for the application to be considered
complete.**

**Submit one (1) original Application and Resolution, signed in BLUE, and Supporting
Documentation
to the following address:**

**OFFICE OF STATE LANDS AND INVESTMENTS,
ATTN: GRANTS AND LOANS DIVISION
122 WEST 25th STREET
HERSCHLER BUILDING 1st FLOOR EAST
CHEYENNE, WYOMING 82002**

Capital Construction Loan Program Check List

Required Information for Applications to be Considered Complete

- Zulma*
- Application (at a minimum the 4 pages included in this application, 5 pages if applying for a road/street project).
 - Standard resolution executed by the Governing Body authorizing the filing of the application. The resolution should also include the amount and term of the loan being requested, name of project, repayment source(s), and a commitment to maintain the project for the life of the loan.
 - A detailed breakdown of total project costs.
 - Estimated project schedule that includes design, commencement of construction, and completion of construction.
 - Loan fund draw down schedule broken down in six-month intervals.
 - Licensed engineer's statement of feasibility of the project.
 - A formal maintenance plan documenting how the project will be adequately maintained for the life of the loan.
 - General Financial Information Form
 - 3-Years of **Audited** Financial Information (Balance Sheet and Income Statement).
 - Copy of current **approved** budget.
 - Commitment letters from all funding sources, if applicable.
 - Copy of any appraisal used to value newly acquired assets such as land or a building for the project, if applicable.
 - Provide a typical cross section(s) showing thickness, pavement widths, roadway lengths and surfacing materials, if applying for a road or street project.

Submit one (1) original Application and Resolution, signed in BLUE, and Supporting Documentation to the following address:

**OFFICE OF STATE LANDS AND INVESTMENTS
ATTN: GRANTS AND LOANS DIVISION
HERSCHLER BUILDING 1st FLOOR EAST
122 WEST 25th STREET
CHEYENNE, WYOMING 82002**

State of Wyoming
State Loan and Investment Board
Capital Construction Loan Program

APPLICANT INFORMATION

Applicant: City of Casper

Mailing Address: 200 N. David Street

City: Casper State: WYOMING Zip: 82604

E-Mail Address: jjohnson@casperwy.gov Phone # 307-235-7570

Tax ID #: 83-6000049

Contact Person: Jill Johnson, Financial Services Director
(Name and Title)

Phone No.: 307-235-7570 E-Mail Address: jjohnson@casperwy.gov

FUNDING INFORMATION

Amount of Funding Requested: \$1,864,000

Requested Loan Term (at least 5 years no more than 25) 5

Source of Repayment FY24, FY25, FY26, FY27 1% Local Option Sales Tax Receipts

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source Description	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
					0.00%
					0.00%
					0.00%
					0.00%
Total Other Funding	\$0			\$0	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost: \$1,864,000

Balance of Project Incomplete: 1,864,000

Estimated reimbursement Rate: 100% (Auto calculates %)
(Final Reimbursement Rate is Determined by Board Approved Amount)

I certify that I am authorized to sign this application on behalf of our governing body, and the applicant will comply with all appropriate requirements, if approved. To the best of my knowledge and belief, the information in this application is true and correct. I understand the State may review any relevant documents or instruments relating to the analysis of this application.

Signature _____ Date _____

Bruce Knell, Mayor
Name and Title (typed)

Applicant: City of Casper

Name of Project Aquatics Center Roof Reconstruction

Project Schedule (Includes Planning, Design, and Construction): Start Date: End Date:
Please include detailed project timeline with application packet.

Do or will the applicant own the asset for which funding is being requested?

Yes	No
x	

Do you have an asset management plan? If yes, please provide a copy.

Yes	No
x FCA	x

Do you have a maintenance plan for the project asset for which funding is requested? If yes, please provide a copy of the current plan.

Yes	No
x FCA	

Does the project include the purchase of a building or land? If yes, must provide a copy of the appraisal used to value the asset. Methodology and appraised value must be reviewed and agreed to by OSLI staff.

Yes	No
	x

Are all costs for the construction included in this loan request? If no, please explain below and provide commitment letters from the other committed funding sources.

Yes	No
x	

Does Entity have any outstanding loans from this program? If yes, provide details below:

Yes	No
	x

How was it determined this project was needed?
City staff first identified decking and roof issues in January 2021. Staff noted that portions of the decking were corroding due to high humidity in the facility and pieces began breaking free and falling into the pool area. Subsequent inspections by contracted structural engineers in early 2022 identified that the structural components were significantly compromised due to improper construction when the facility was built in 2008. The structural engineering report indicates that at a minimum, the entire perimeter of the natatorium needs new decking and roof.

If additional funding is needed for cost over runs or unexpected expenses, where will the additional funds be obtained?
The City of Casper will fund any project over runs or unexpected expenses with reserve capital dollars.

Please describe any other funding sources applied for to fund this project but were denied, if applicable.
N/A - One Cent #17 sales tax dollars were set aside for the project and will be utilized to repay the loan.

Will all related infrastructure be in place, including water & sewer? Please explain below.

Yes	No
x	

If the requested loan is for a road or street project Tab 5 must be completed.

Applicant: City of Casper

Name of Project: Aquatics Center Roof Reconstruction

Project Narrative: Narrative must include the following at a minimum

- 1) A brief description of the project, which should include
 - The total project cost;
 - Construction start and end dates;
 - How the project will contribute to the health, safety and welfare of the citizens served;
 - How the project will protect citizens from hazards that may result if the project is not done; and,
 - Applicant's financial need in relation to the project
- 2) List all sources of proposed security for the loan. Including but limited to the source of loan repayment

(Attach additional pages for project description if needed, **must be legal size.**)

Number of Attached Pages:

The Casper Family Aquatics Center (CFAC) was constructed in 2004 for the City of Casper at 1801 East 4th Street, Casper, Wyoming 82601. In January 2021, corrosion of the steel acoustic roof deck in the pool enclosure was observed by CFAC staff. Funding was budgeted, and the City of Casper Engineering Division was contacted about performing a membrane roof replacement and some possible roof decking repairs for Fiscal Year 2022 (July 2021 – June 2022). During the initial site visit with the Engineering Technician, it was observed that the corrosion of the steel deck was quite severe, and it was recommended that a licensed professional structural engineer inspect the deck and provide recommendations for further action.

The City Engineering Division procured the services of Bob Lower, P.E., of Lower & Co, P.C., to observe the conditions of the roof deck. Mr. Lower visited the CFAC on September 9, 2022. He observed significant corrosion along the perimeter of the roof deck, as well as other areas. Mr. Lower recommended that the City not proceed with the planned roof replacement project, and seek the advice of an Architect/Engineer that specializes in Pool Buildings to do a thorough assessment of the pool building envelope, including the roof, roof deck, vapor barrier, and mechanical system.

In February 2022, a Request for Proposals (RFP) was distributed to qualified consultants to provide a structural roof deck damage assessment and remediation plan with recommendations for the CFAC. Building Systems, Inc, was selected to produce the report in April 2022. Mark Scott, P.E., of Building Systems and Bob Lower P.E., returned to the CFAC on April 21 and 22, 2022 to conduct their inspections. Several deficient items were observed during the inspections, including but not limited to, a discontinuous vapor barrier, significant damage along the perimeter of the structural roof deck, inadequate air movement by the existing HVAC system, and severely damaged areas within the pool envelope. Building Systems provided their final report in June 2022, recommending replacement of the damaged structural roof deck, vapor barrier, and membrane roofing systems, along with upgrades to the HVAC system, additional investigation of the curtain walls glazing system, and repair to damaged amenities such as the water slide stairs. The estimate provided by Building Systems to complete all recommendations at that time was \$2,196,094.

Utilizing this report, another RFP was distributed to qualified architects to provide design and architectural/engineering services for the recommendations outlined in Building Systems report in October 2022. GSG Architecture was selected to provide the services outlined in the RFP, and the contract was executed on January 3, 2023. GSG will be developing design and construction documents for the project from January through April 2023, and expects to be ready for bidding by early May 2023. Construction would begin soon after with two options for construction. Option 1 allows for summer construction, a winter shutdown to allow the pool to re-open for the winter, and then resuming construction in the Spring of 2024 with a substantial completion date in September 2024. Option 2 allows for construction to begin in May 2023 and be substantially complete by April 2024. Timelines showing both options are attached to this application for reference.

The Casper Family Aquatic Center plays a critical role in the Casper Community. The facility is used year-round as a place to exercise, socialize, learn to swim, enjoy family time, and engage in physical and other types of rehabilitation therapies. If the condition of the roof and decking worsens, the facility will have to close, leaving a gap in the fabric of the community that will be felt by tens of thousands of users per year.

The compromised condition of the existing infrastructure poses a risk to employees and customers of the CFAC. Material from the roof deck has broken free and fallen, creating a hazard for anyone in the area. Completing this project will improve the safety of all who enter the facility.

Design of the project is already funded and underway. The financial need of the project is funding the construction. As indicated in the timeline above, the City hopes to bid, award, and begin construction before the end of this fiscal year.

The One Cent #17 sales tax dollars that were set aside for the project, approved through a resolution of the City Council, will be utilized to repay the loan. The City of Casper will fund any project over runs or unexpected expenses with reserve capital dollars.

Applicant: City of Casper

Name of Project: Aquatics Center Roof Reconstruction

Article 16, §§ 3, 4, and 5 of the Wyoming Constitution prescribe debt limitations for Counties and Municipalities. Specifically,

No County shall create any indebtedness exceeding two percent (2%) of the assessed value of taxable property.

No City or Town shall create any indebtedness exceeding four percent (4%) of the assessed value of taxable property.

In addition, no debt in excess of the taxes for the current year shall be created by any County, Town, or City except by vote of the people.

The constitutional debt limits apply to County or Municipal debt which is a general obligation of the County or Municipality.

Accordingly, the following information is needed:

Will the debt created by the loan be a general obligation of the town? Is the source of repayment of the loan property tax revenues?

The debt created will not be a general obligation of the City. The source for repayment is 1% Local Option Sales Taxes collected over the next 4 years.

Does the amount of funding being requested exceed the town's taxes for the current year? If so, was the loan voted on and approved by the people?

No, the amount of funding requested does not exceed the City's taxes for the current year. This will be funded with 1% local option sales taxes collected over the next 4 years. The tax was approved in November by voters in Natrona County.

If applicant is a County, would the requested loan create indebtedness exceeding two percent (2%) of the assessed value of taxable property for the County?

N/A. City of Casper is not a County.

If the applicant is a City or Town, would the requested loan create indebtedness exceeding four percent (4%) of the assessed value of taxable property for the Municipality?

No. The City does not have any general obligation debt.

Updated Project Schedule

2/15/23

2022

Dec

12/14/22 Interview

2023

Jan

1-2 weeks	Jan 3	City Council Approval Contract Negotiations Organize 1st on-site mtg w/ design team
week of	Jan 9	Begin Work 1st on-site mtg w/ Owner and design team
	13	Kick-off meeting w/ Owner to review findings and initial thoughts Issue draft meeting notes for review
week of	Jan 23	Complete evaluations and prepare Initial Report Present draft report to Owner Refine report based on Owner's input
	30	Teams Call - review schedule, discuss doc requirements, planning to provide
	Jan 31	Present final report to Owner

Feb

	Feb 1	Present and Discuss Final report with Owner
	Feb 2	Begin Document Development - Teams Call to review everyone's goals
	Feb 23	Submit 50% Documents to Owner for review and forward to estimator to begin 50% estimate
	Feb 28	Review 50% Documents with Owner

Mar

	Mar 3	Address Owner Comments
	Mar 8-10	Receive and review 50% Design Estimate with Owner
	Mar 17	Submit 90% Documents for review and forward to estimator to begin updating Cost Estimate based on changes to the drawings and specs
	Mar 21	Review with 90% Documents Owner
	Mar 23	Address Owner Comments
	Mar 31	Review 90% Estimate and 95% Documents with Owner

Apr

	Apr 1	Address Owner Comments
	Apr 6	Complete Bid Documents
	Apr 7	Advertise for Bids
	Apr 13	Conduct Pre-bid Meeting
	Apr 20	Issue Addendum
	4-27	Bid Opening

May

	May 7	Award Contract
	May 8	GC Mobilize and Begin Construction

2 Options for Construction

Base Bid - Phased CA - Two Summers - Preferred by Staff

Phase 1

May - Sept/Oct 2023	Exterior Demo Inspect and Replace Damaged Roof Deck Repair Building Envelope Replace Roof Begin Interior HVAC Upgrades - user ventilation
Late Sept	Re-open Pool

Phase 2

May - Sept 2024	Begin Interior Renovation Interior Demo Structural Repairs Repair / Replace Slide Structure and Stairs Recoat all Exposed surfaces Complete MEP Work - Ventilation and Lighting Commissioning
Late Sept	Re-open Pool

Alternate Bid - Close Pool for Duration of Construction (8-10 months)

May 2023 - Mar 2024

5/23/22	Exterior Demo and Repairs
Aug/Sept	Replace Roof Interior Demo Structural Repairs
Late Fall Early 2024	Recoat all Exposed Surfaces Complete MEP work Replace / Upgrade Lighting
Feb / Mar 24	Substantially Complete Commissioning
Late Spring 2024	Re-Open Pool

**Loan Fund Draw Down Schedule - CFAC Natatroiium Improvements
February 15, 2023**

Option No. 1 - Construction in Phases Over Two Summers - Preferred by City Staff

Date	Construction Schedule Items	Draw Down Amount	Total Amount Remaining
April 2023	Begin Project	\$0.00	\$1,864,000.00
September 2023	Ad for Bids; Eng. Serv. Fee; Construction of Phase I	\$907,000.00	\$957,000.00
April 2024	Admin for Construction of Phase II	\$50,000.00	\$907,000.00
September 2024	Construction of Phase II; Project Complete Sept. 2024	\$907,000.00	\$0.00

Option No. 2 - Single Phase of Construction

Date	Construction Schedule Items	Draw Down Amount	Total Amount Remaining
April 2023	Begin Project	\$0.00	\$1,864,000.00
September 2023	Ad for Bids; Eng. Serv. Fee; Construction	\$832,000.00	\$1,032,000.00
April 2024	Construction	\$832,000.00	\$200,000.00
September 2024	Construction; Project Complete May 2024	\$200,000.00	\$0.00

CASPER FAMILY AQUATICS CENTER ROOF DECKING DAMAGE
ASSESSMENT AND REMEDIATION PLAN FOR THE CITY OF CASPER

Part One Condition Survey Report



Date: May 27, 2022

Submitted by:

Mark C. Scott P.E.

Building Systems LLC

1618 Perry Park Ave

Larkspur, Colorado 80118

303-951-4982

Structural Consultant

Robert Lower P.E.

Lower & Co P.C.

1607 CY Ave, Suite 201

Casper, Wyoming 82604

Casper Family Aquatic Center Roof Decking Damage Assessment and Remediation Plan for the City of Casper

Part I Condition Survey report

Part II Inspection, Maintenance and Remediation Plan to follow (due June 17th, 2022)

The purpose of this report is to identify the condition and/or performance of the Natatorium portion of the Rec Center including the roof structural deck, the duct work supply and exhaust, the Natatorium Dehumidification unit, the roof air/vapor barrier, the room pressurization, the glazing, ventilation for indoor air quality, exterior cladding, and the interior portion of the cladding. Our work was completed by observations on site and the review of available drawings and specifications.

TABLE OF CONTENTS

Structural

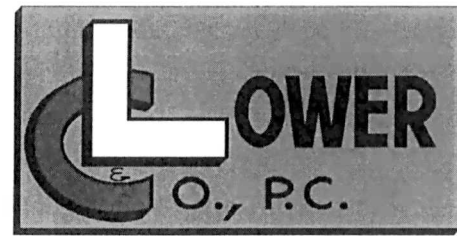
Structural Report.....	3 pages
Structural Roof Plans.....	2 pages
Structural Photo Record.....	14 pages

HVAC and Enclosure Report

Roof Observations.....	page 1
Interior Observations.....	page 25
Exterior Observations.....	page 29
High Bay Observations.....	page 31
Door Observations.....	page 39
Ventilation Observations.....	page 39
Dehumidification Unit Observations.....	page 42
Curtain Wall Observations.....	page 42
Recommendations.....	page 44

May 27, 2022

Mr. Terry Cottenoir
Engineering Technician
City of Casper, Wyoming
Public Services Department
200 North David Street
Casper, WY 82601



Structural Engineers

REF: Casper Aquatic Center Roof Deck Observation Project,
Phase-I Report.
Casper, Wyoming.

Dear Mr. Cottenoir:

At your request I visited the above referenced building with Mr. Mark Scott of Building Systems on April 21 and 22, 2022. The purpose of my visit was to inspect the condition of the structural roof deck and roof framing. Casper Recreation Center Personnel provided a mobile lift that enabled me to observe all of the areas of the deck and roof framing that is not immediately over the pool areas. This amounted to 100% of the deck perimeter and approximately 40% of the interior areas. The damage to the roof deck and framing is located primarily around the perimeter of the building.

The full set of construction documents for the building were made available to us. The original construction documents specify a 3" type N 20 gage acoustic steel deck. The deck finish was specified as prime painted. The deck was not galvanized. The underside of the deck was finish painted after erection. The deck was fastened to the framing with puddle welds.

We used ultrasonic thickness measuring equipment to gage the thickness of the roof deck at 14 locations throughout the roof. Thickness measurements were taken at both the low and high ribs. The thickness measurements are summarized on the attached sheet. The locations of the measurements are shown on the attached plan. We found that it is not possible to measure the thickness of severely corroded deck, only deck that is largely intact. For an accurate measurement the finish and prime paint was buffed off of the test areas. We found that the finish paint was removed more easily than the factory applied prime paint.

Our observations and measurements indicate that the deck is severely corroded at all areas of the perimeter of the natatorium enclosure. It is clear that the deck was painted after erection, and that these areas of deck were not finish painted due to the fact that paint cannot be applied after erection to bearing areas. The fact that the deck was fastened with welds also contributes to its vulnerability to corrosion by burning the prime paint at the welds. Some isolated areas of the deck show severe corrosion at the interior of the enclosure, but for the most part the interior of the deck remains intact.

We have discovered that the vapor barrier was not properly terminated at the exterior walls. This condition permitted water vapor to penetrate above the deck, where it condensed and puddled on the deck and edge angles.

The damage to the roof deck perimeter is severe and compromises the performance of the deck in every respect. The deck must support gravity loading (deck self weight, weight of roofing, and weight of mechanical and electrical work that may be suspended from the deck). The deck must also support live loading of construction traffic and snow loading. The roof deck also serves as a diaphragm that transmits wind and seismic loading to the vertical shear elements (in this case reinforced masonry walls) throughout the building. In its compromised condition the roof deck cannot perform any of the required functions noted above. With the exception of a few isolated areas, the interior areas of the roof deck remain intact.

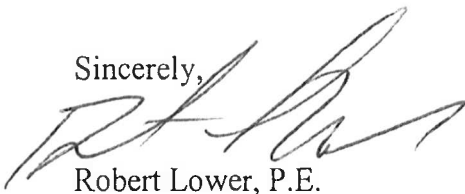
The necessary structural work required to repair the roof deck involves removal and replacement of the first sheet of deck adjacent to the walls where the deck is spanning parallel to the walls (yellow highlight on attached plan). The sheets are 36" wide. At areas where the deck spans perpendicular to the walls the deck must be removed and replaced from the wall to the first supporting truss (orange highlight on attached plan). These deck sheets are 8 feet to twelve feet long.

New deck will be the same profile and thickness as the existing deck, but it will be G90 Galvanized, Prime Painted, and Finish Painted prior to installation. The new deck will also be non-acoustic deck. The attachment of the new deck will be done with power actuated pins, not by welding. All existing edge angles will be thoroughly cleaned and prime / finish painted prior to deck installation. Any damaged edge angles will be replaced.

The Structural work described above requires the removal and replacement of any finishes, mechanical or electrical items, and roofing / flashing / vapor barrier supported by the deck.

If you have any questions or comments, please give me a call.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Lower', is written over the word 'Sincerely,'.

Robert Lower, P.E.

22-011

ROOF DECK MEASUREMENTS

EQUIPMENT USED: Reed Instruments Model R7900 Ultrasonic Thickness Gage.
 MEASUREMENT METHOD: The finish and prime paint was buffed off of the test area with a fine wire brush in a power drill. Ultrasonic sealing jelly was applied to the area to be tested and three readings were taken. The average of the three readings was recorded.

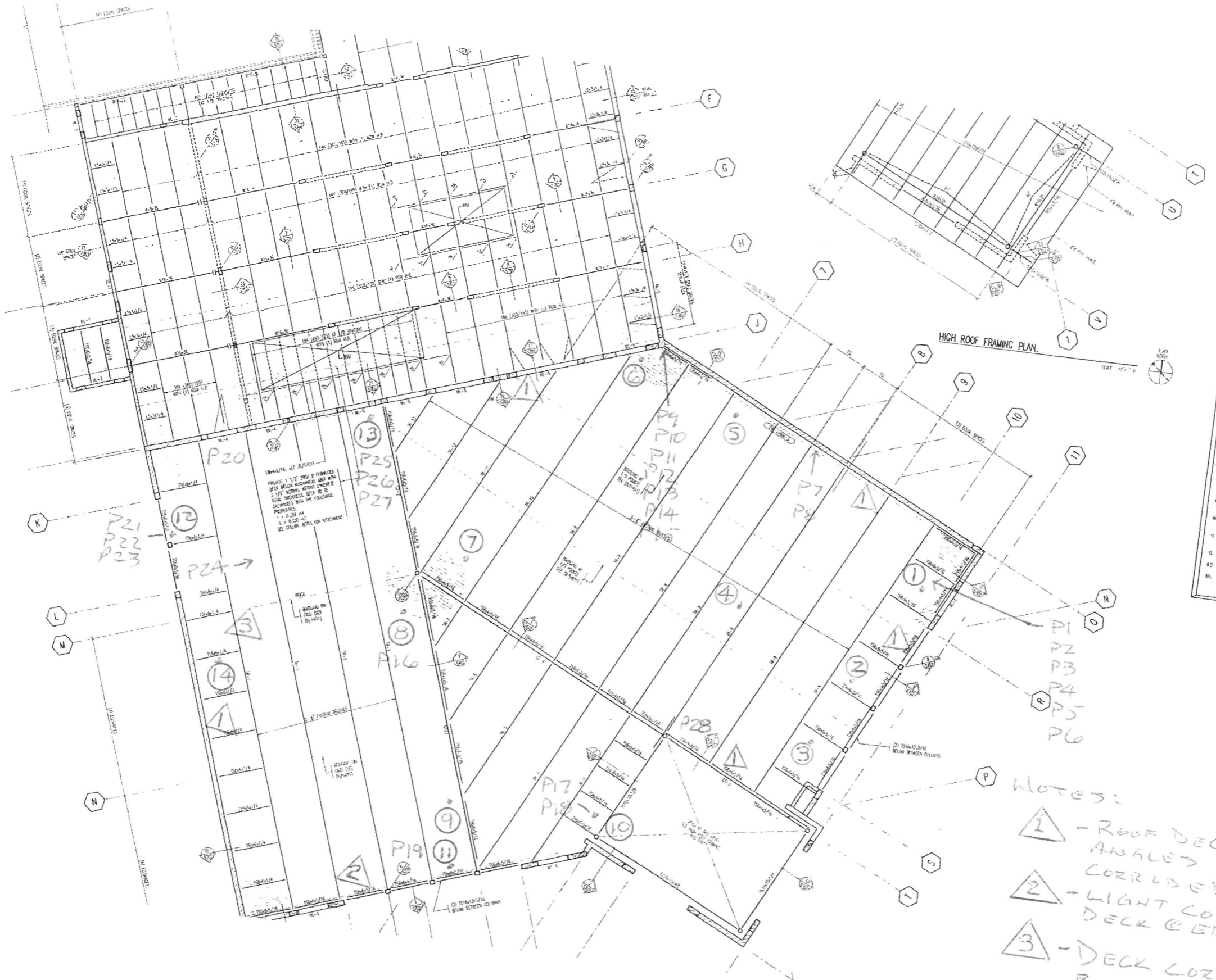
REFERENCE THICKNESS: 20 GAGE = 0.036". (A)

LOCATION	LOW RIB THICKNESS	HIGH RIB THICKNESS (B)
1.	0.04"	0.04"
2.	0.036"	
3.	0.039"	
4.	0.039"	0.04"
5.	0.039"	
6.	0.036"	
7.	0.04"	
8.	0.04"	
9.	0.04"	0.04"
10.	0.042"	
11.	0.042"	
12.	0.039"	
13.	0.041"	
14.	0.041"	

Notes;

(A) The difference between the anticipated original thickness of 0.036" and the typical measured thickness of 0.039" – 0.041" is due to the thickness of the prime paint on the top side of the deck. We were not able to remove the top prime paint for these measurements.

(B) It is not possible to measure the deck thickness at severely corroded areas. However it is clear by visual inspection that such areas of deck are compromised.



- 1. ALL ROOF DECK SHALL HAVE 2" DEEP MECHANICAL JOINTS
- 2. ALL JOINTS SHALL BE LOCATED AT LEAST 10" FROM EDGE OF ROOF DECK
- 3. ALL JOINTS SHALL BE LOCATED AT LEAST 10" FROM MECHANICAL JOINTS
- 4. ALL JOINTS SHALL BE LOCATED AT LEAST 10" FROM MECHANICAL JOINTS
- 5. ALL JOINTS SHALL BE LOCATED AT LEAST 10" FROM MECHANICAL JOINTS
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- 12. ALL JOINTS SHALL BE LOCATED AT LEAST 10" FROM MECHANICAL JOINTS
- 13. ALL JOINTS SHALL BE LOCATED AT LEAST 10" FROM MECHANICAL JOINTS
- 14. ALL JOINTS SHALL BE LOCATED AT LEAST 10" FROM MECHANICAL JOINTS

MARKS & SYMBOLS LEGEND

- ⊕ CENTER MARK SHEET NUMBER
- ⊖ INDICATES AREA ROOF DECK SHALL BE REINFORCED WITH #4 BARS @ 12" ON CENTER
- ⊗ INDICATES MECHANICAL JOINTS
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- NOTES:**
- 1 - ROOF DECK @ EDGE ANALED SEVERELY CORRODED
 - 2 - LIGHT CORROSION OF DECK @ EDGE ANGLE
 - 3 - DECK CORROSION @ BEARING ON TRUSS

ARCHIT
VALENTE
CRANE
BRUNES
ONYON

VICOR ARCHIT
524 SOUTH E
SALT LAKE C
UTAH 84111
Phone: (801)
Fax: (801)
WWW.VICOR

Casper Wyoming Pool

Rev 1



- DRINKINGS:
- ALL JOISTS SHALL HAVE 3/4" x 12" DECK BEARING (SEE NOTE 1)
 - ALL JOIST BRACKETS GREATER THAN 6 FEET OR 12" x 12" SHALL BE FRAMED AS REQUIRED IN DETAILS (A-201) AND (A-201), TOP OPENINGS AND ON JOIST FROM (C) DECK FLOOR SEE DETAIL (A-201)
 - SEE DETAIL (A-201) FOR CONCEALED JOIST (RELATED SUPPORT) FROM FLOOR AND/OR ROOF AREA, JOIST
 - SEE DETAIL (A-201) FOR MECHANICAL ITEMS BEING BELOW JOIST. VERIFY SIZE, WEIGHT AND LOCATION OF ALL ROOF TOP MECHANICAL ITEMS AGAIN AGAIN AND MECHANICAL DRAWINGS (SEE DETAIL (A-201)) FOR STEEL FRAMING TO ALL ROOF TOP MECHANICAL ITEMS (OPENINGS WITH MECH. ELECTRICAL AND PLUMBING EQUIPMENT)
 - OPENINGS WITH MECH. AND PLUMBING ITEMS SHALL BE RECEIVED BY THE MANUFACTURER TO SUPPORT THE MECHANICAL AND WEARING JOIST SYSTEM ON THE ROOF FRAMING PLAN IN ACCORDANCE WITH THE WORKING AND POINT LOADS SHOWN.
 - WHERE EXISTING OR MECHANICAL ITEMS ARE NOT WORKING BEARING FRAMEWORK BRACING PROVIDE BRACKETS BRACING AT JOIST SPACES ON EACH SIDE. VERIFY SEE (A-201) FOR UNUSUAL/EXCESSIVE WEIGHT OPERATES
 - SEE (A-201) AND (A-201) FOR BRACING FOR COLUMN JOISTS
 - SEE MECHANICAL DRAWINGS FOR ALL STEEL COLUMN BRACING (BRACKETS)
 - SEE (A-201) FOR ROOF BEARING WALLS ATTACHED TO ROOF DECK OVER WALLS.

MARKS & SYMBOLS LEGEND	
	SECTION LINE SHEET NUMBER
	INDICATES METAL DECK BEARING (SEE DETAIL (A-201) FOR MECHANICAL ITEMS BELOW JOIST)
	INDICATES WOOD JOIST FRAMING (SEE SCHEDULE (A-201))
	INDICATES WOOD PURLIN FRAMING (SEE SCHEDULE (A-201))
	INDICATES STEEL COLUMN (SEE SCHEDULE (A-201))
	INDICATES ROOF FRAMING MEMBER (SEE SCHEDULE (A-201))
	INDICATES STEEL COLUMN (SEE SCHEDULE (A-201))
	INDICATES STEEL COLUMN (SEE SCHEDULE (A-201))
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	INDICATES STEEL COLUMN (SEE SCHEDULE (A-201))

REMOVED / REPLACE 1st SHEET (36" WIDE) ADJACENT TO WALL

REMOVED / REPLACE DECK FROM WALL TO FIRST INTERIOR SUPPORT.

ROOF DECK REMOVAL / REPLACEMENT PLAN

LOWER CASPER PHOTOS



Photo-1: Severely damaged low rib of deck at north-east corner

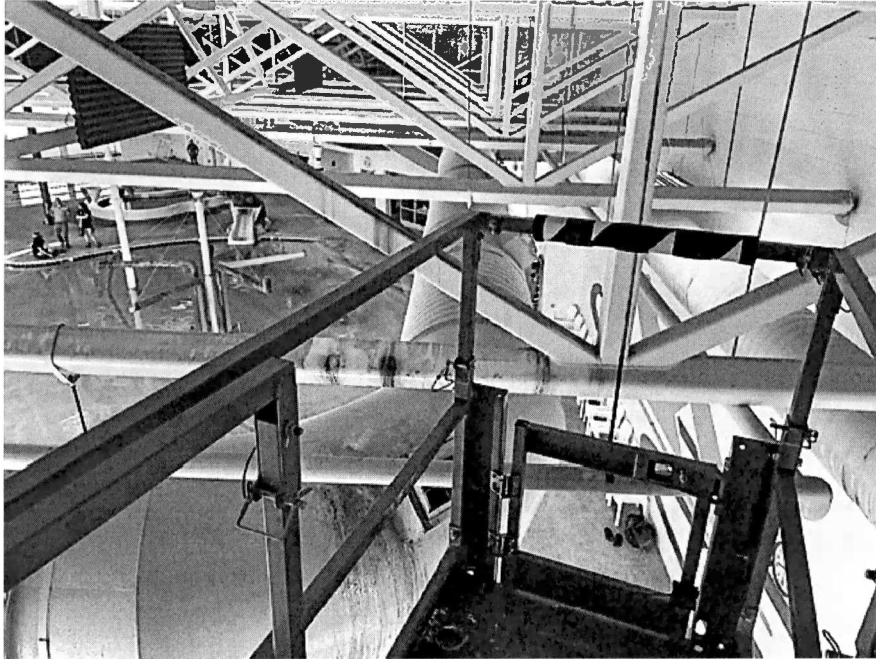


Photo-2: Rust laden water dripping onto truss, north-east corner



Photo-3: Severely damaged low rib of deck at north-east corner



Photo-4: Low rib test location with bare steel exposed



Photo-5: Thickness testing equipment



Photo-6: Ultrasonic probe on test location

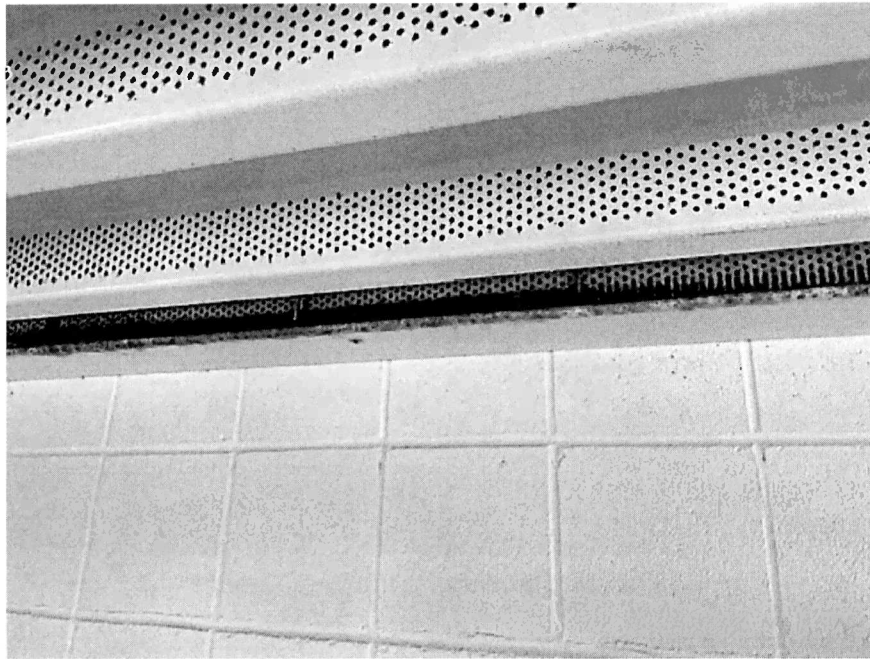


Photo-7: Severely damaged low rib of deck at north-east wall



Photo-8: Severely damaged low rib of deck at north-east wall

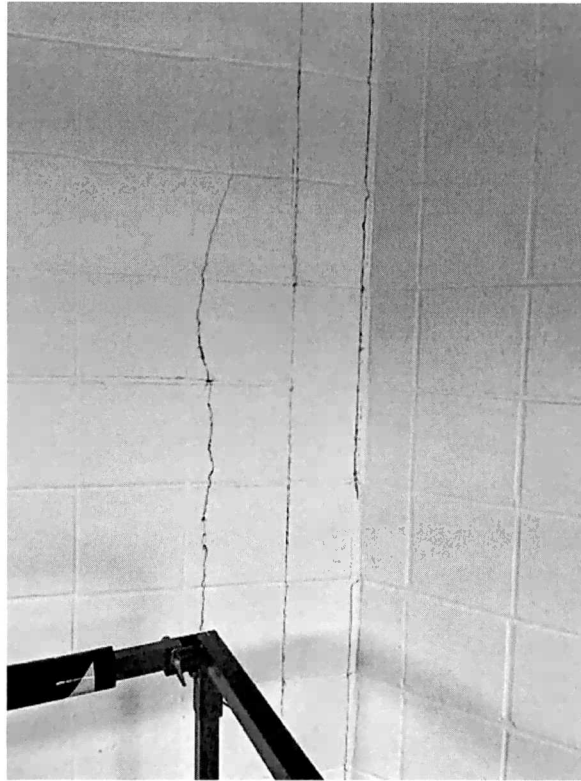


Photo-9: Settlement cracking. Unrelated to roof deck problems
North corner of building



Photo-10: Severely damaged roof deck bearing at north-west wall

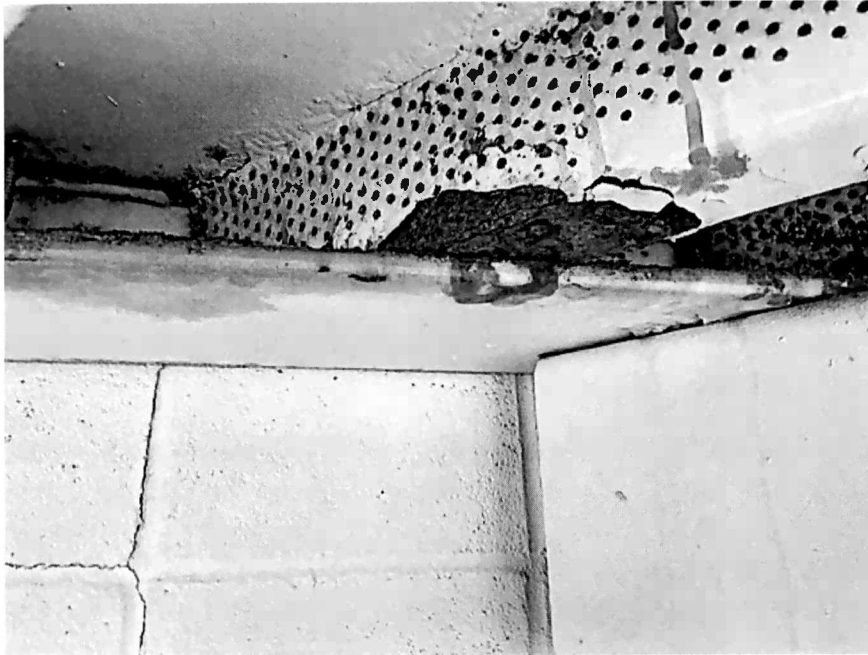


Photo-11: Severely damaged roof deck bearing at north-west wall

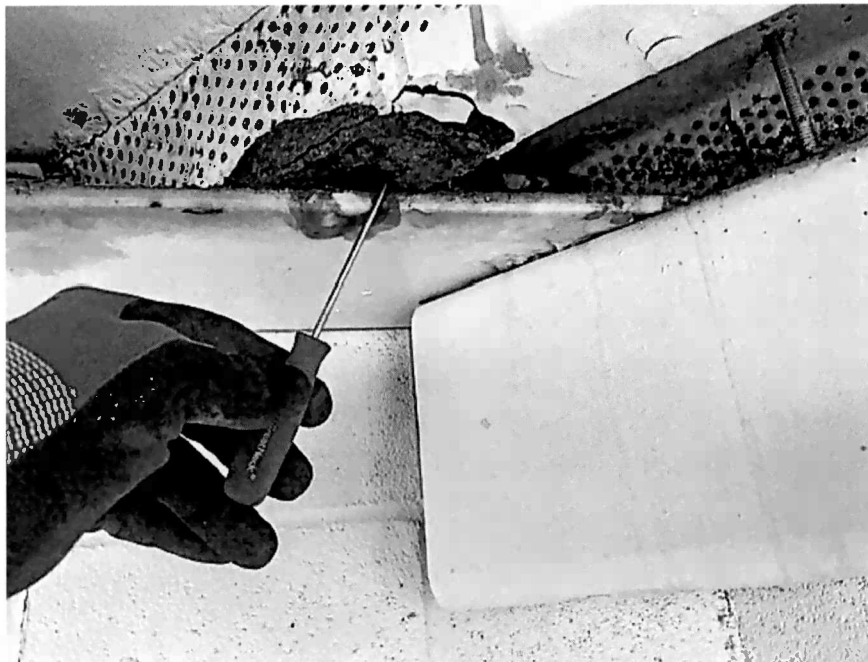


Photo-12: Severely damaged roof deck bearing at north-west wall

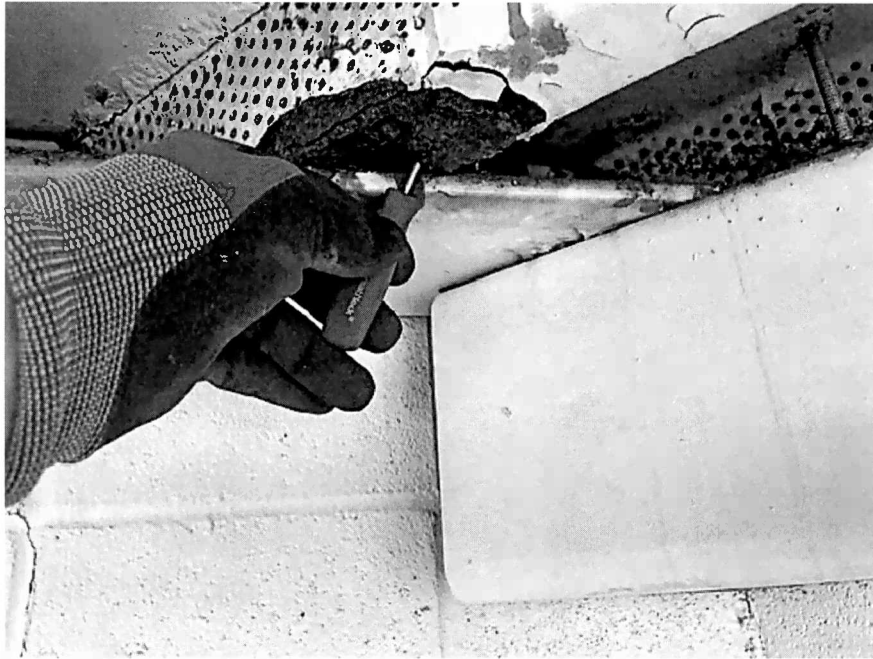


Photo-13: Severely damaged roof deck bearing at north-west wall

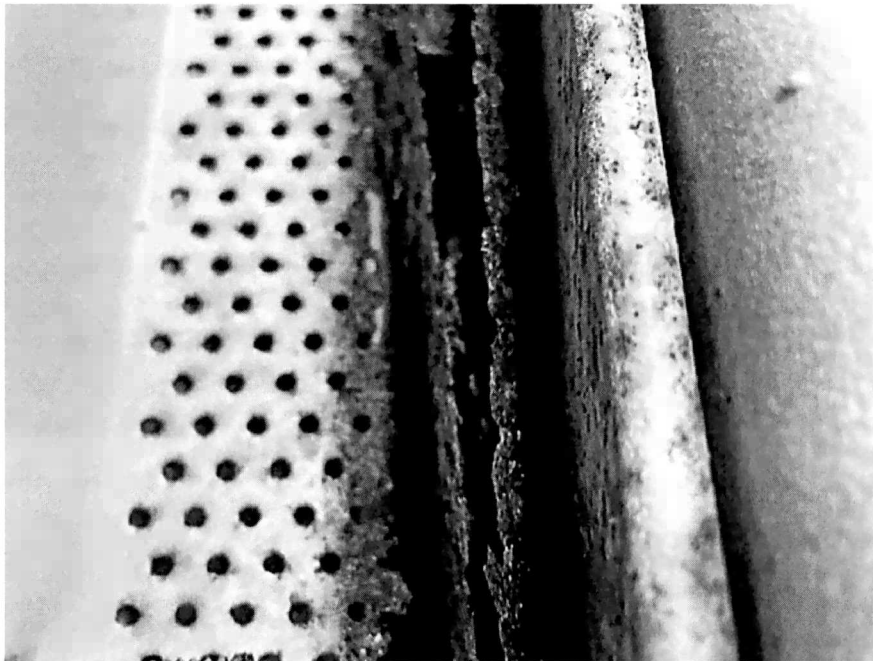


Photo-14: Severely damaged roof deck side-seam near north-west wall



Photo-15: Severely damaged roof deck bearing at north-west wall



Photo-16: Undamaged roof deck bearing near central column



Photo-17: Undamaged roof deck bearing at west side of tower

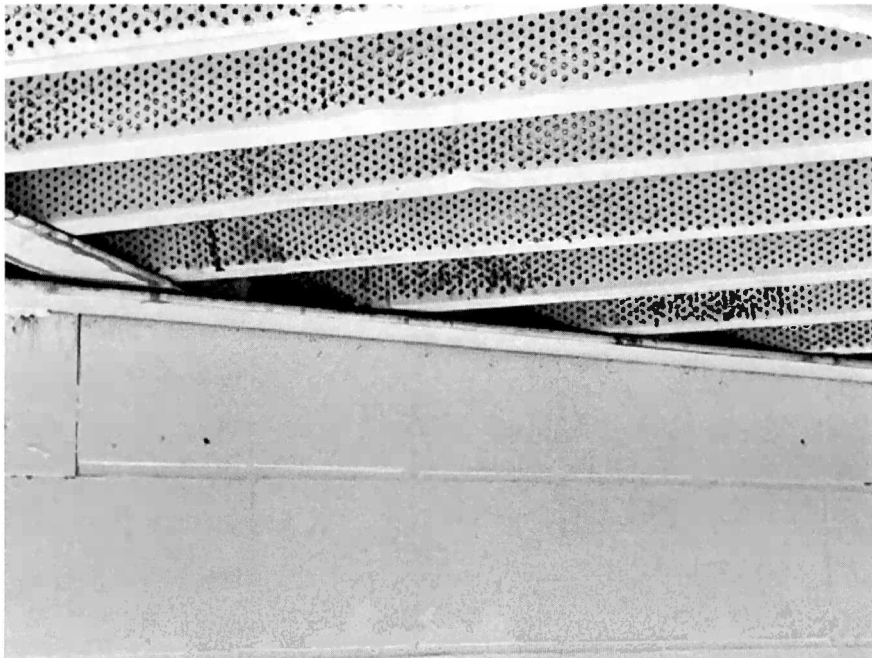


Photo-18: Damaged roof deck bearing at south wall



Photo-19: Lightly damaged roof deck bearing at south wall



Photo-20: Severely damaged roof deck at north-west wall



Photo-21: Lightly damaged roof deck bearing at west wall

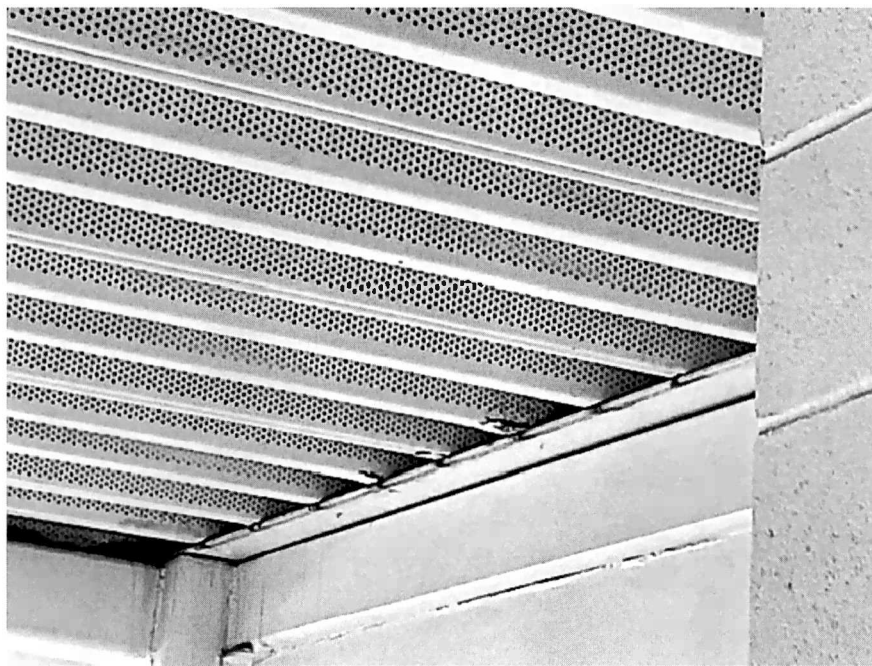


Photo-22: Severely damaged roof deck bearing at west wall

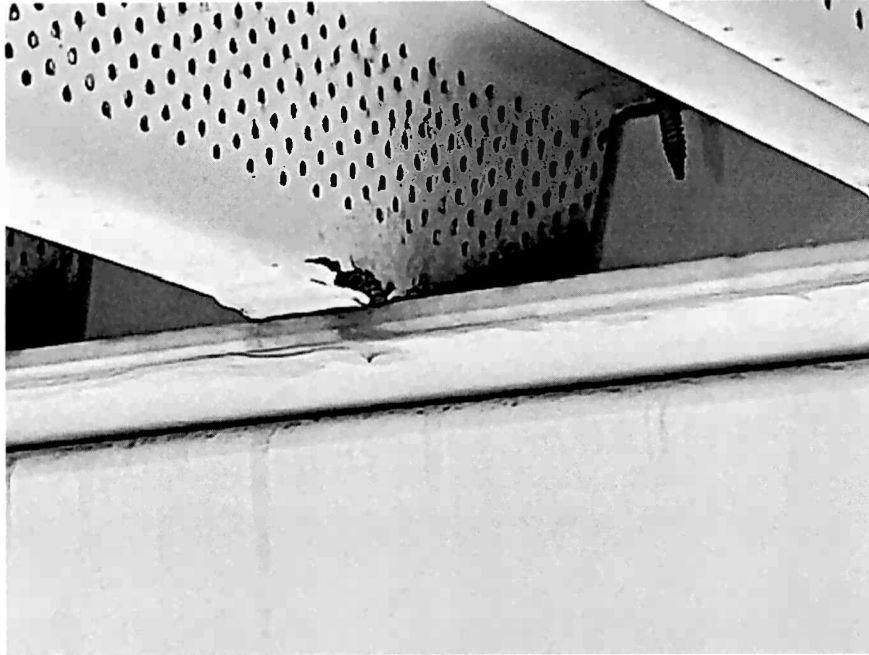


Photo-23: Severely damaged roof deck bearing at west wall

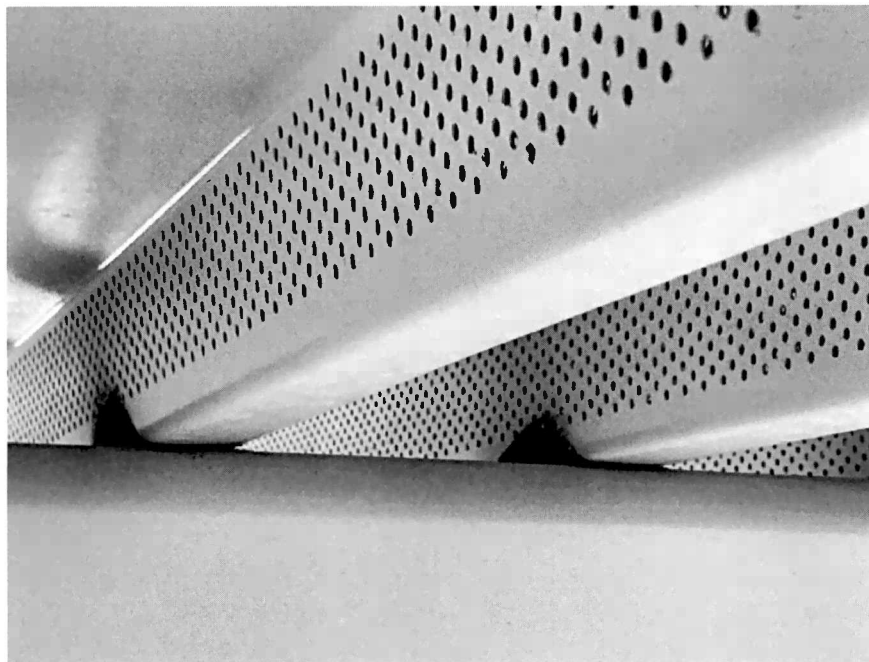


Photo-24: Damaged roof deck bearing at westernmost truss



Photo-25: Severely damaged roof deck bearing at north-west wall

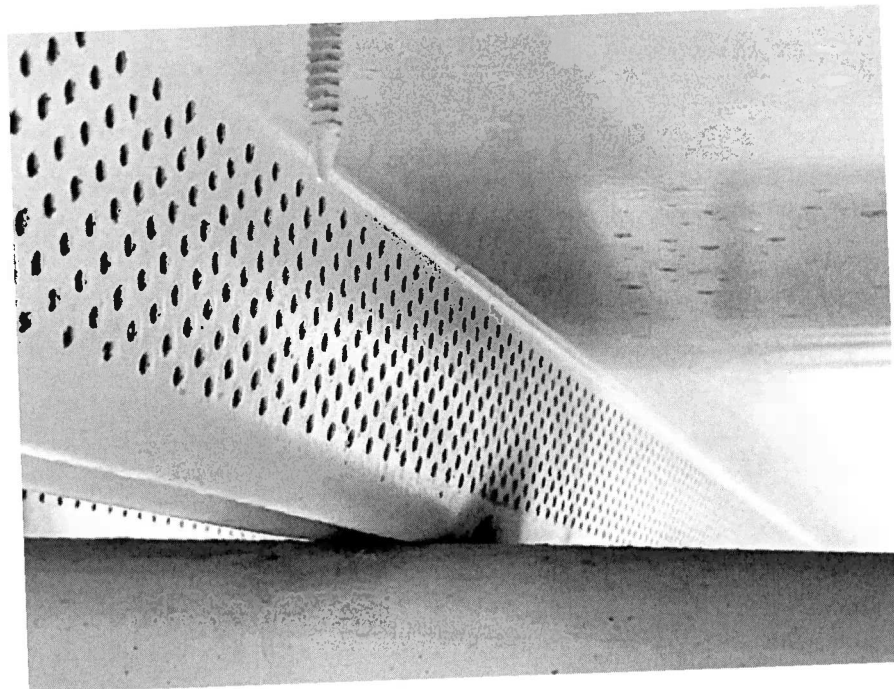


Photo-26: Lightly damaged roof deck bearing at north-west truss

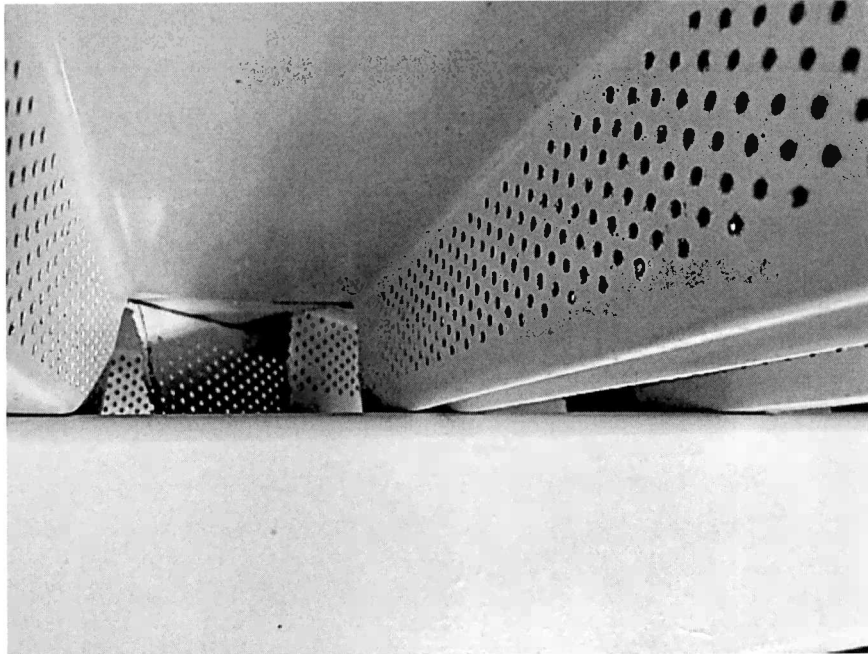


Photo-27: Lightly damaged roof deck bearing at north-west truss



Photo-28: Severely damaged roof deck north of tower

Casper Family Aquatic Center Roof Decking Damage Assessment and Remediation Plan for the City of Casper

ROOF OBSERVATIONS

There were five (5) roof cuts made in the low slope roof that covers 85% of the natatorium. One of those five cuts was made in the high roof above the slide. The roof deck is an acoustical deck with perforations in the bottom to absorb sound. The roof deck above the slide is not an acoustical deck and has no perforations.

The same or similar degradation of the roofing materials and the roof deck was observed in all five (5) cuts. The cuts were made carefully to pull back or remove each layer individually. The same fundamental problem was demonstrated at each location. The air barrier/vapor retarder was not terminated and sealed at the wall. For the roof air/vapor barrier to be effective it must connect and be sealed airtight to the wall air/vapor barrier.

Although the perimeter seal of the air barrier is a large contributor to the moisture migration and subsequent corrosion of the deck there are other contributors. These include the joints and seams of the loose laid vapor retarder, the penetrations of piping, conduit and roof drains, and screws from the roof. When screws at the roof penetrate a loose laid product, they do significantly more damage to the material than a fully adhered membrane with backing.

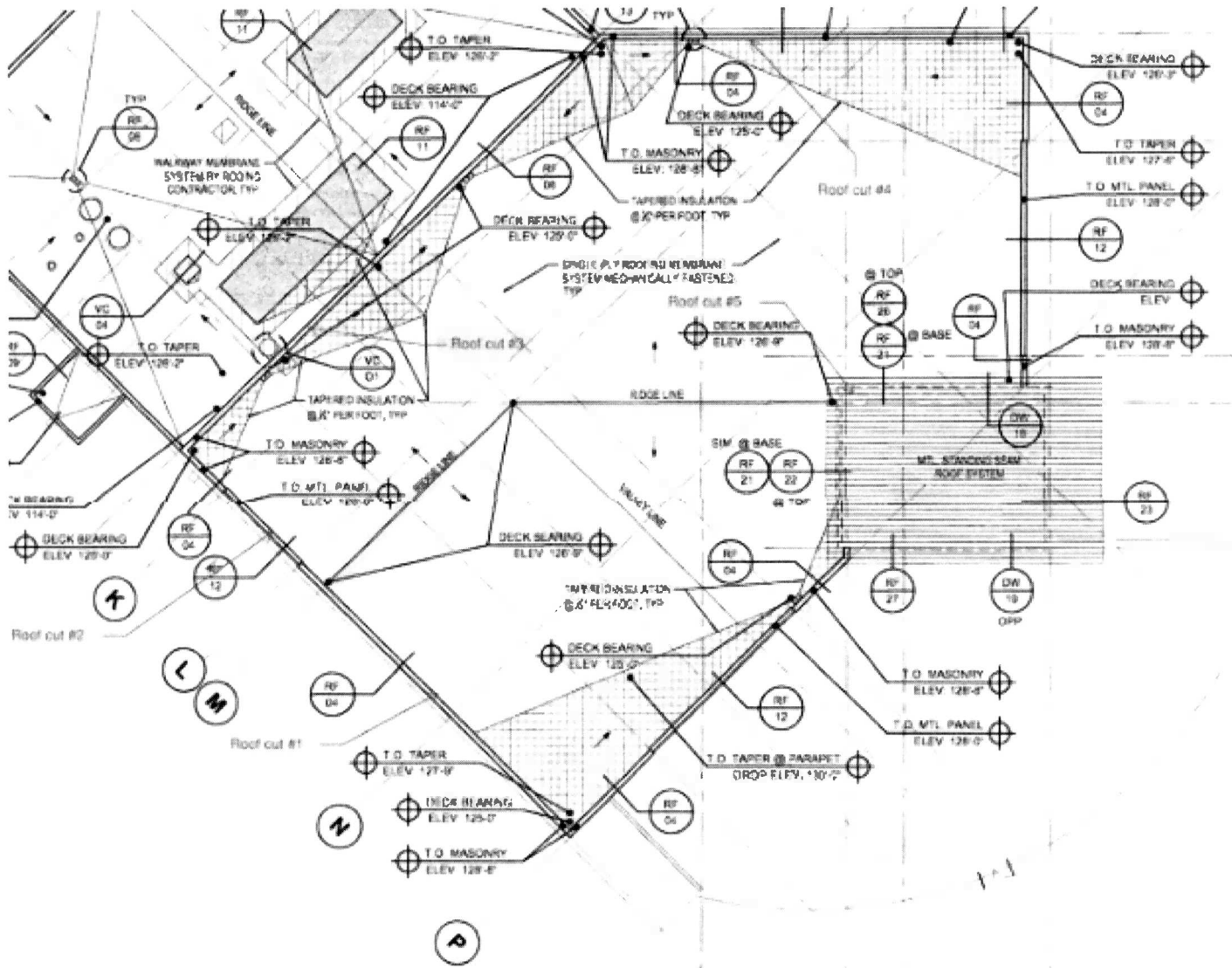
Once the observations were made, the openings were foamed where the air vapor barrier was cut. The materials were put back in the same order and the roof membrane was resealed.

Observations were made possible by Edwin Luers Title and Terry Cottenoir with the City of Casper.

OBSERVATIONS AT CUTS

The cuts made in the roof are shown in figure one below, the roof plan. The first four cuts are made to the low slope roof. The first cut has been described layer by layer. Subsequent cuts were similar and only the key elements have been included here. The fifth (5) cut was made to the high roof above the slide.

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Cut #1 West wall at concrete block

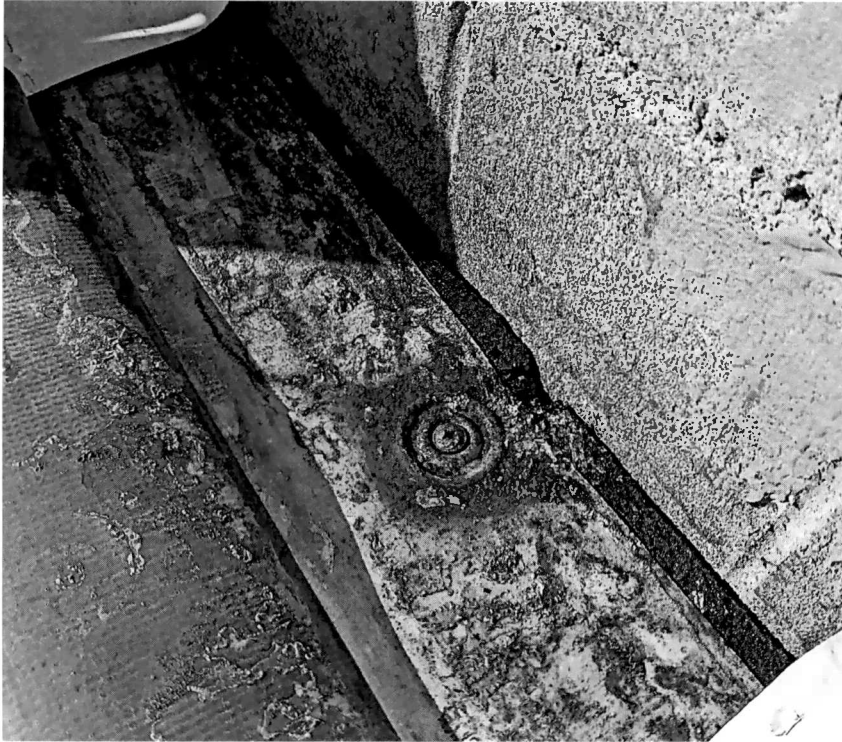


Figure 1 cut #1 first layer pulled back all materials wet.



Figure 2 cut #1, Layer two, pull back show's visible beads of water below roof membrane. The top layer of the polyiso was wet to the touch.

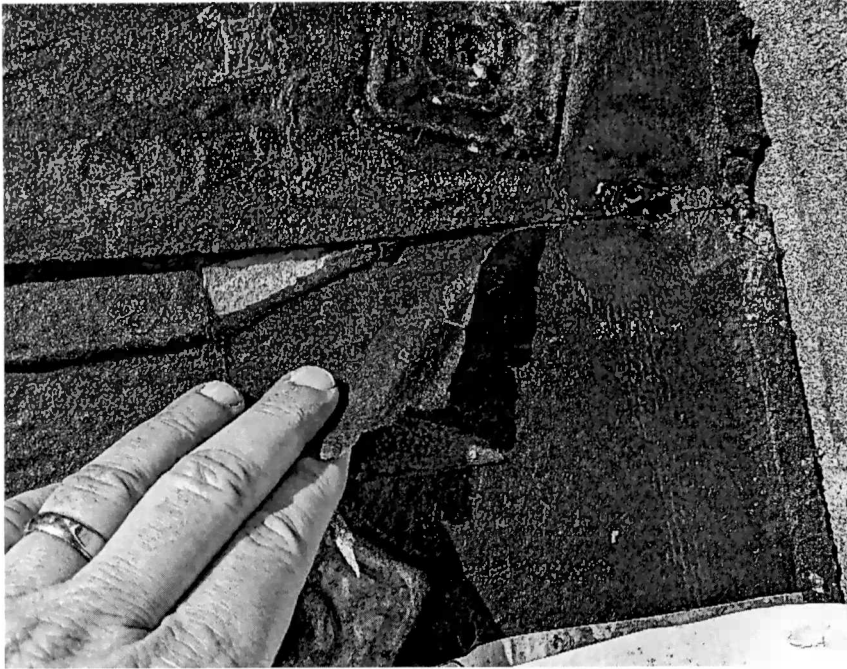


Figure 3 cut #1, the top layer of the polyiso insulation is saturated, loose, and fragile.



Figure 4 cut #1, first layer of 2.5-inch polyiso insulation.

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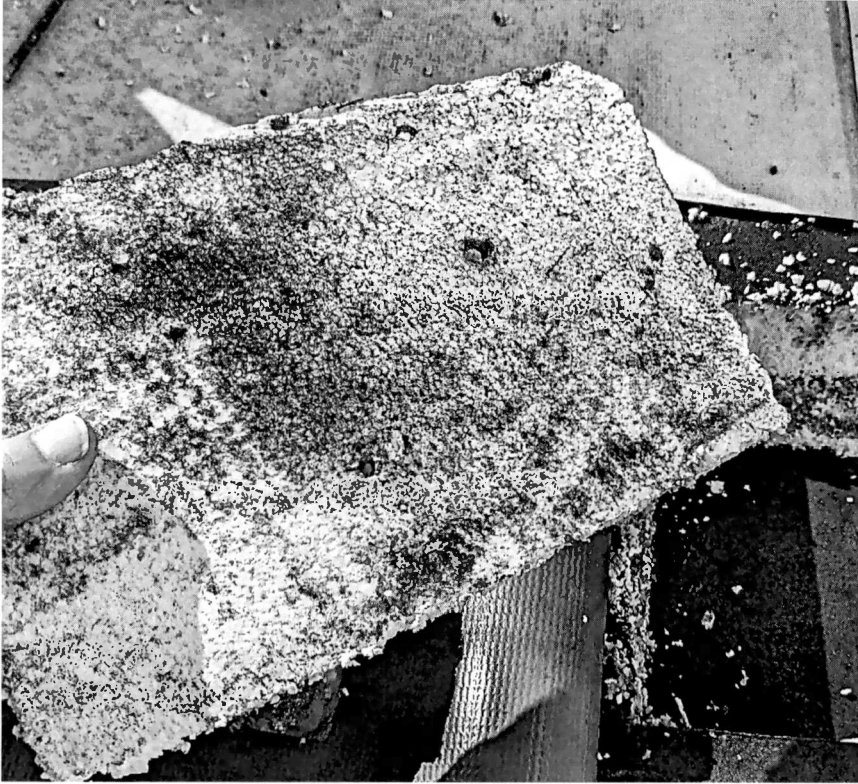


Figure 5 cut #1 layer of polystyrene used to create slope to roof.

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Figure 6 cut #1 second layer of 2.5-inch polyiso visible wet.



Figure 7 cut #1 below the insulation is black 6-mil polyethylene vapor barrier (arrow) that is loose laid and not sealed to the block wall. Block wall is not painted with epoxy paint like below the deck.

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Figure 8 cut #1 pulling back the 6-mil poly reveals the angle iron that supports the deck. Below the poly is the acoustical deck. The visible block behind the angle iron was not painted with epoxy paint.

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Figure 9 cut #1 the screw fastener at this location (pen) was in the valley of the deck and probably did not have a seal at the penetration. Screws that hit the ridge seal a bit better because of the backing of the deck.

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Cut #2 West wall at metal panel exterior.

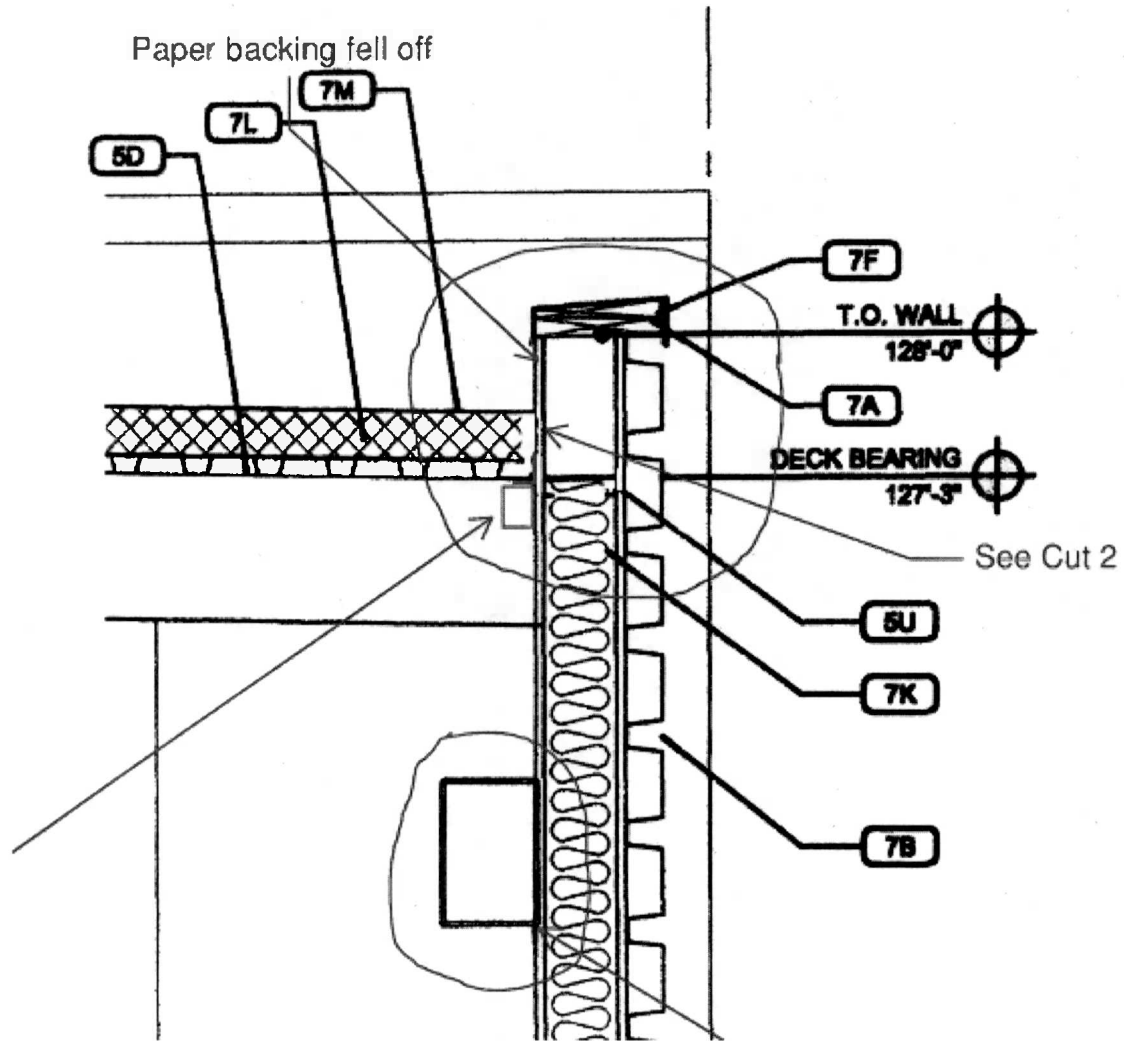


Figure 10 Architectural section/detail

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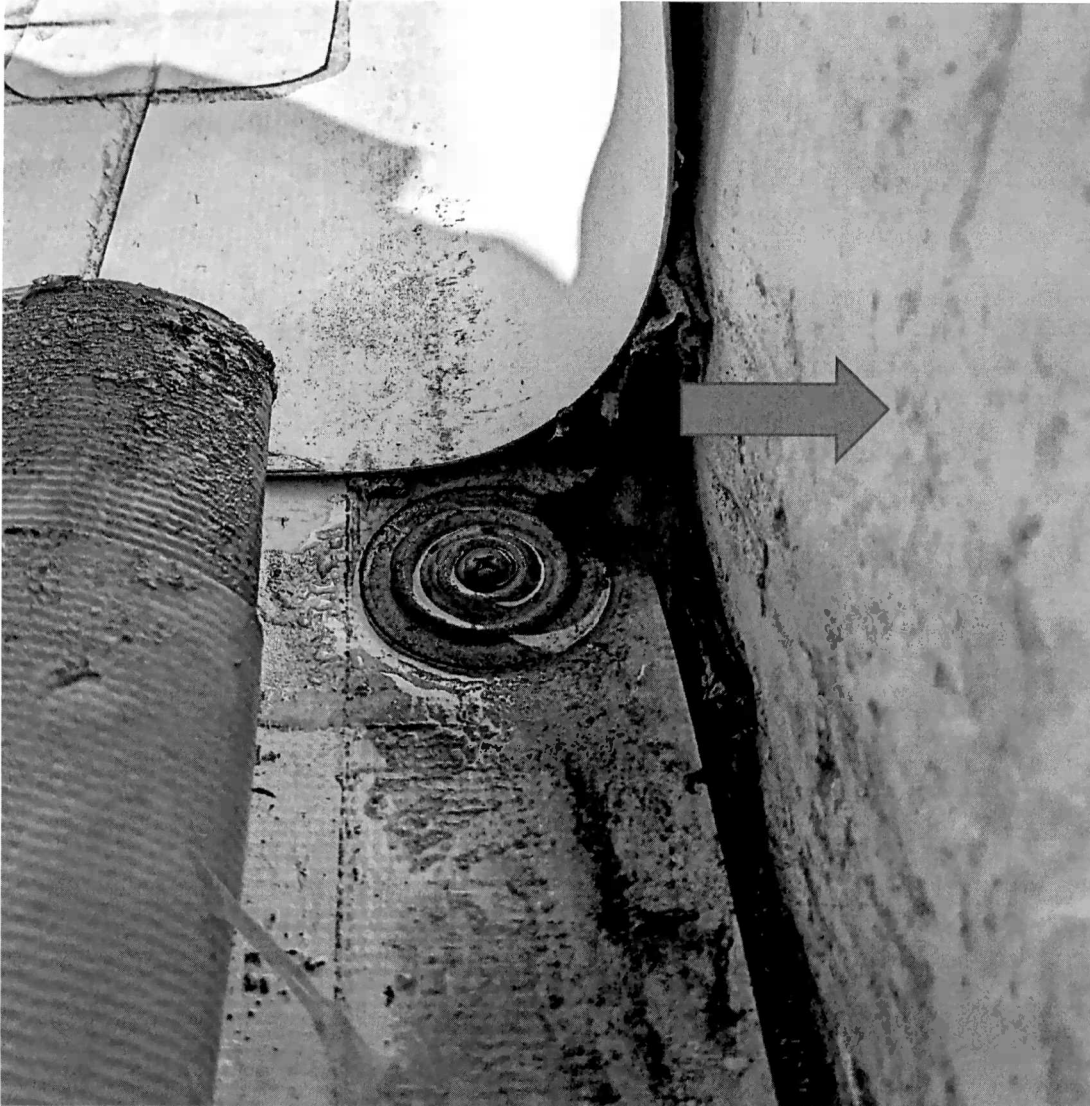


Figure 11 visibly wet below first layer. Material to the right (arrow) is sheet rock that has lost its paper. Paper has fallen off. Sheet rock is wet.



Figure 12 remnants of the paper face from the sheet rock.



Figure 13 below the two layers of insulation (wet) is the black vapor barrier that is 1/2 inches short of angle iron and 1.5 inches short of meeting the wall (arrow). The paper from the back of the sheet rock is also visible.

Cut #3 North wall at concrete block



Figure 14 cut three illustrates how the roof membrane is loose and no longer attached to the block.

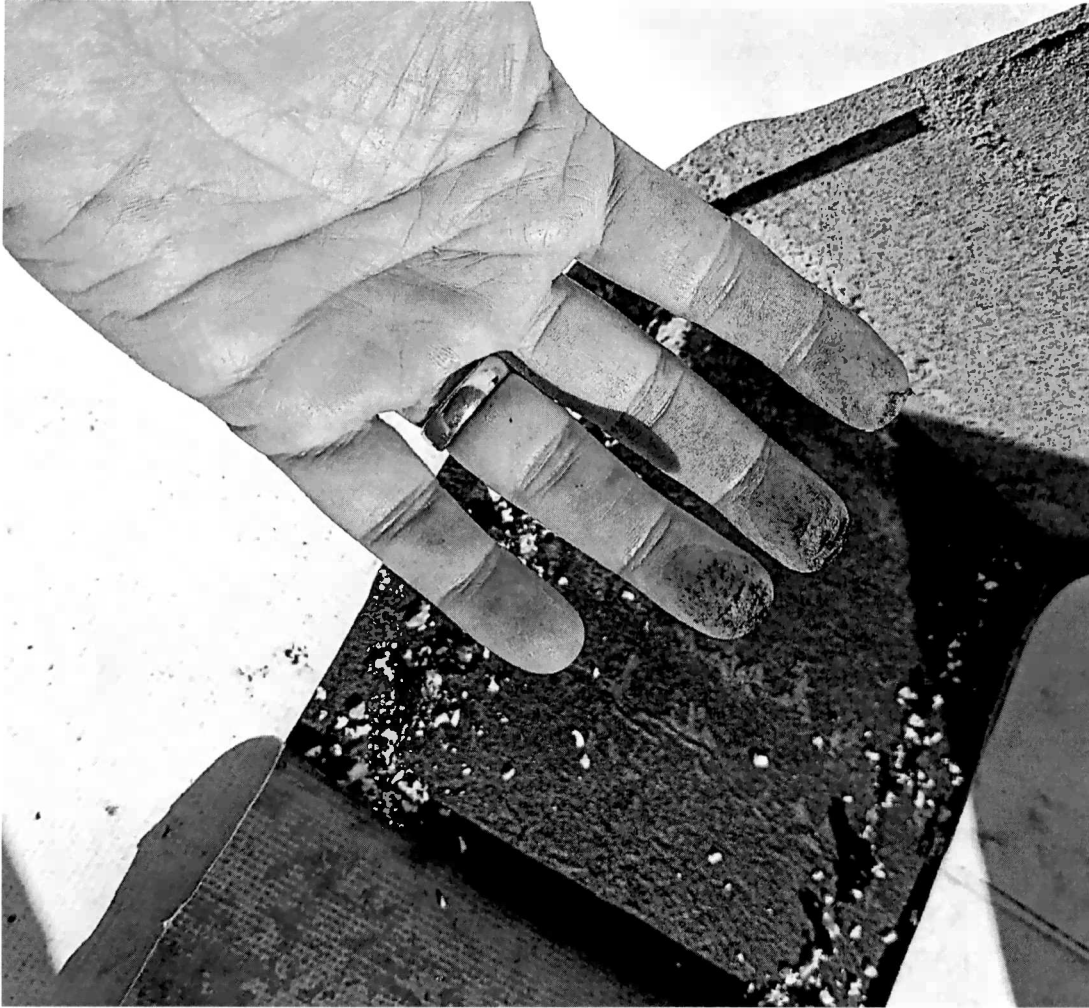


Figure 15 cut #3 the top layer of insulation if visibly wet and crumbly.



Figure 16 cut #3, below the two layers of insulation, the loose laid vapor barrier is well short of reaching the wall. The metal acoustical deck is completely corroded. The vapor barrier has sagged at the valleys of the acoustical deck.

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Cut #4 East wall at concrete block



Figure 17 cut #4, all the cuts were wet below the first layer, but this shows a small pond at the washer for the screw.

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Figure 18 cut #4, when the screw was extracted the water at the screw ran off the slope. Illustration of how just how wet the roof is at the perimeter.



Figure 19 cut #4, another illustration of the complete saturation of materials.



Figure 20 cut #4, the black 6-mil poly is short of reaching the wall.

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Cut #5 high roof above the slide, no acoustical deck.

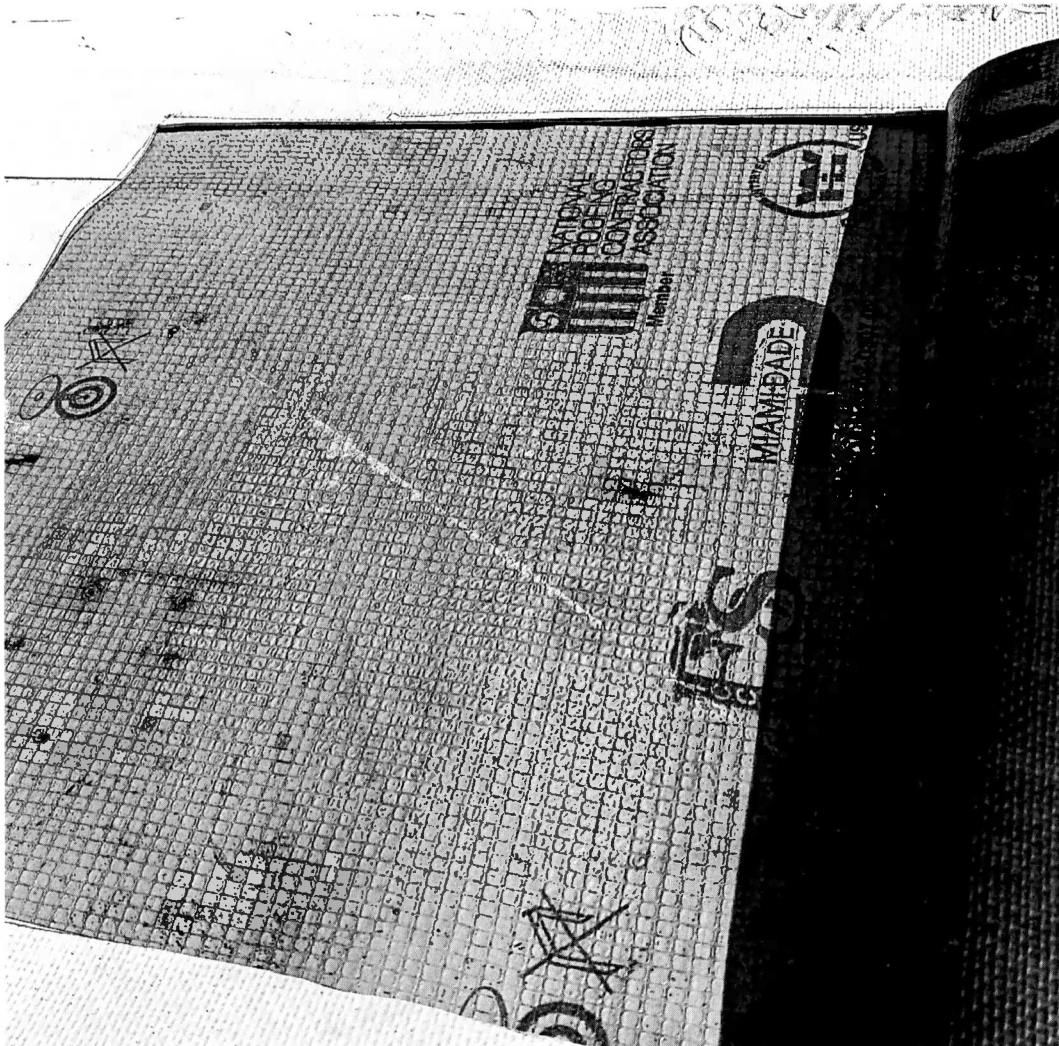


Figure 21 cut #5, below the roof membrane is a vapor barrier.

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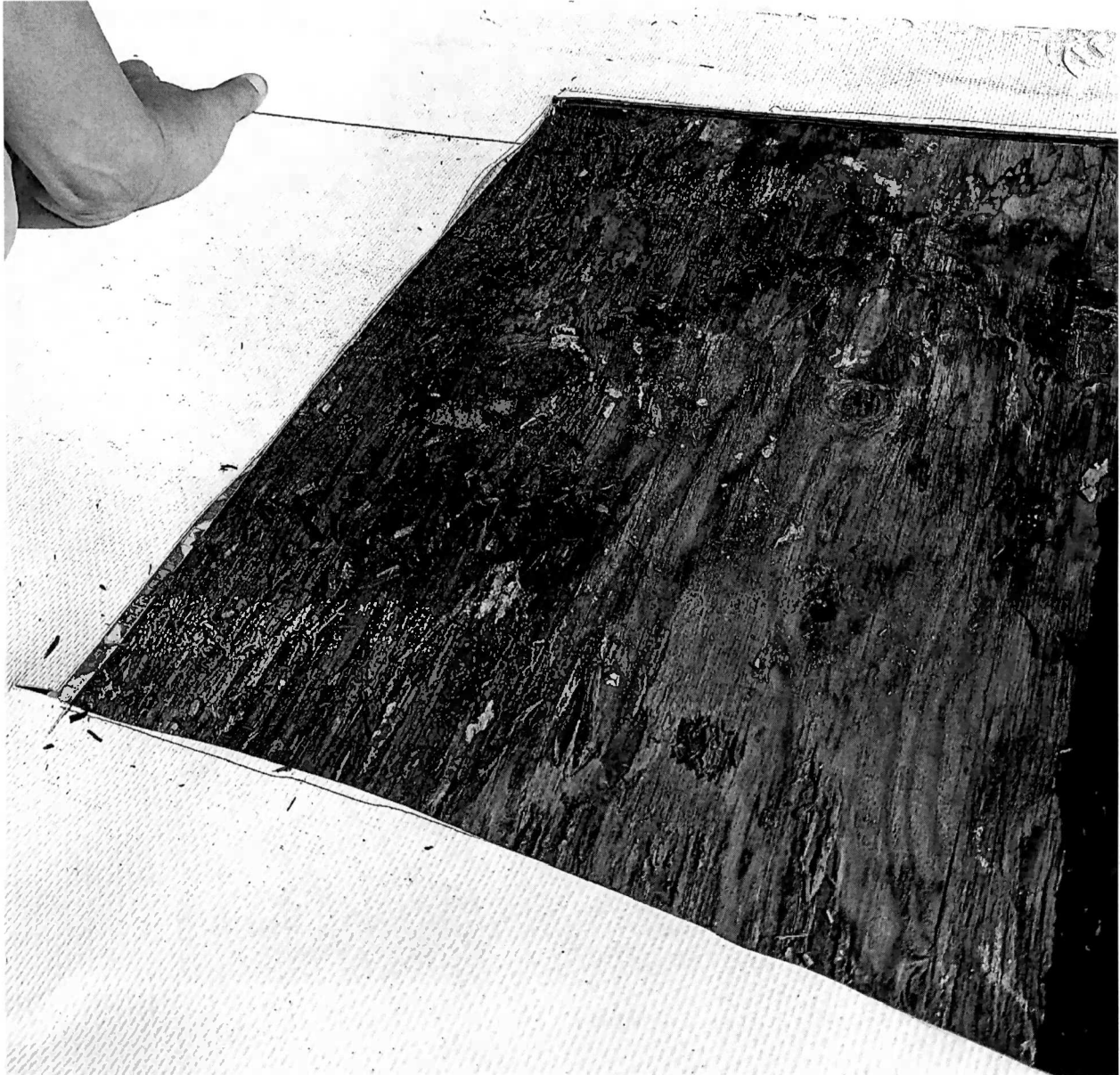


Figure 22 cut #5 below the vapor barrier is completely saturated and delaminated plywood.



Figure 23 cut #5 below the plywood that came up in handfuls, is two layers of 2-inch polyiso insulation.



Figure 24 cut #5 below the insulation was 6-mil clear poly vapor barrier that was not attached and short of reaching to the wall vapor barrier.

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INTERIOR OBSERVATIONS

At the interior of the natatorium the corrosive water and vapor have been attacking the ferrous metal where the protective coating was thin, missing or damaged. There also is evidence of corrosion that is both due to the interior and exterior conditions. The corrosion at the stair slide is a concern and should be investigated to determine if the structural integrity is still intact.

The interior surfaces of the block and the gypsum board have been finished with an epoxy paint that is a good vapor retarder. There are however two vertical chases inside that probably are not coated on the interior. This blocks on the exterior are susceptible to damage. The other vertical chases inside have been sealed on top and are pressurized by the supply air.

The steel structure of the slide has significant corrosion.



Figure 25 stairs at slide structure.

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Figure 26 steel between curtain wall elements is showing signs of corrosion.

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Figure 27 significant corrosion of the column top of the slide. This corrosion is extreme and has damaged the structure. This damage should be investigated immediately to determine the safety of the assembly.

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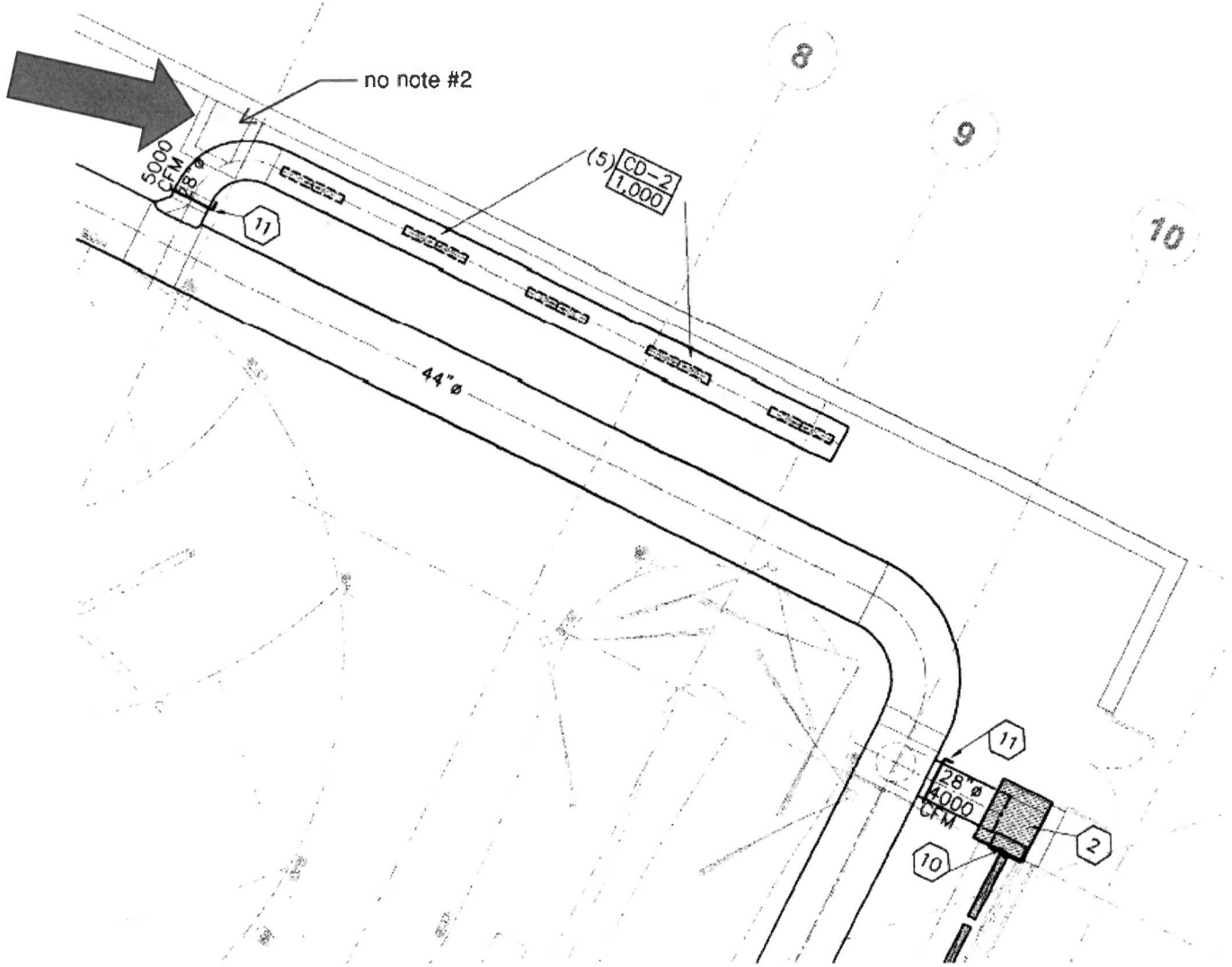


Figure 28 vertical chases capped and pressurized and one that is neither (arrow)

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EXTERIOR OBSERVATIONS

The exterior of the natatorium enclosure is subject to vapor pressure and freeze thaw cycles that can damage the wall materials. The interior of the natatorium has special coatings to limit the moisture migration through the walls and roof, but when there is a gap in the air barrier, the moisture transfers rapidly.

Observations at walls and soffits



Figure 29 North wall just left of the attached ladder. There is a small amount of spalling (arrow) This is occurring at an elevation that coincides roughly with where the roof connects to the parapet. There are also signs of efflorescence indicating regular wetting of the wall from the inside.



Figure 30 another photo of the North wall. The wall had no epoxy sealer on the inside surface of the block above the deck, and the roof membrane was not attached to the block. (See figure #14) There is degradation of the block joints and some discoloration of the block. The parapet block is cold and cold, but the lower block is warm on the inside and cold outside.

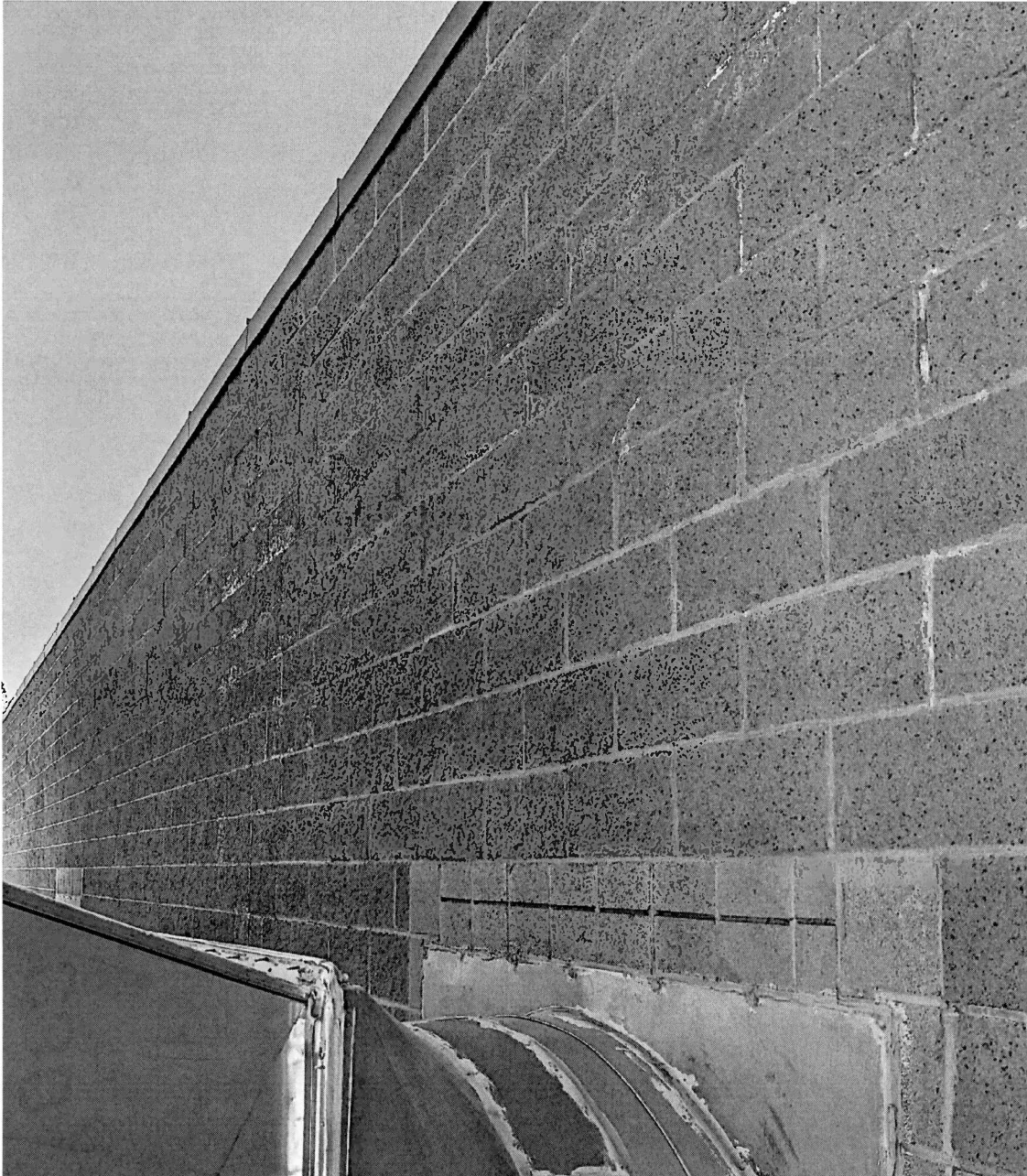


Figure 31 North wall illustrating white efflorescence and minor damage.

HIGH BAY OBSERVATIONS

The high bay is constructed with a regular deck (no perforations), metal studs a vapor retarder and acoustical batt insulation with face brick or metal panels as cladding. The walls with fiberglass insulation are difficult to seal airtight and can become a pathway for the pool moisture to reach cold cladding and condense within the walls. The observations at the high bay did include a roof cut but we were unable to coordinate work with our General Contractor to cut into the walls. The vapor retarder described in the specifications (spec) is like the 6-mil polyethylene (poly) at the roof. This material is difficult to install

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as an airtight barrier if there is no backing provide between the studs. The details show no backing or directions to seal the perimeter of the air barrier/ vapor retarder. The brick cladding on the exterior is not a water resistive barrier and must have a water barrier behind it with thru wall flashing at the base. The spec calls for building paper on sheathing as the water resistive barrier.



Figure 32 interior photo of the high roof. The light fixture shown is inaccessible by a lift.



Figure 33 North face brick at stair tower. Note no thru flashing at the term bar (arrow). Also note the sagging roof membrane that is not adhered any longer. A wrap on the membrane with my knuckles, below the term bar indicated a solid backing like brick.

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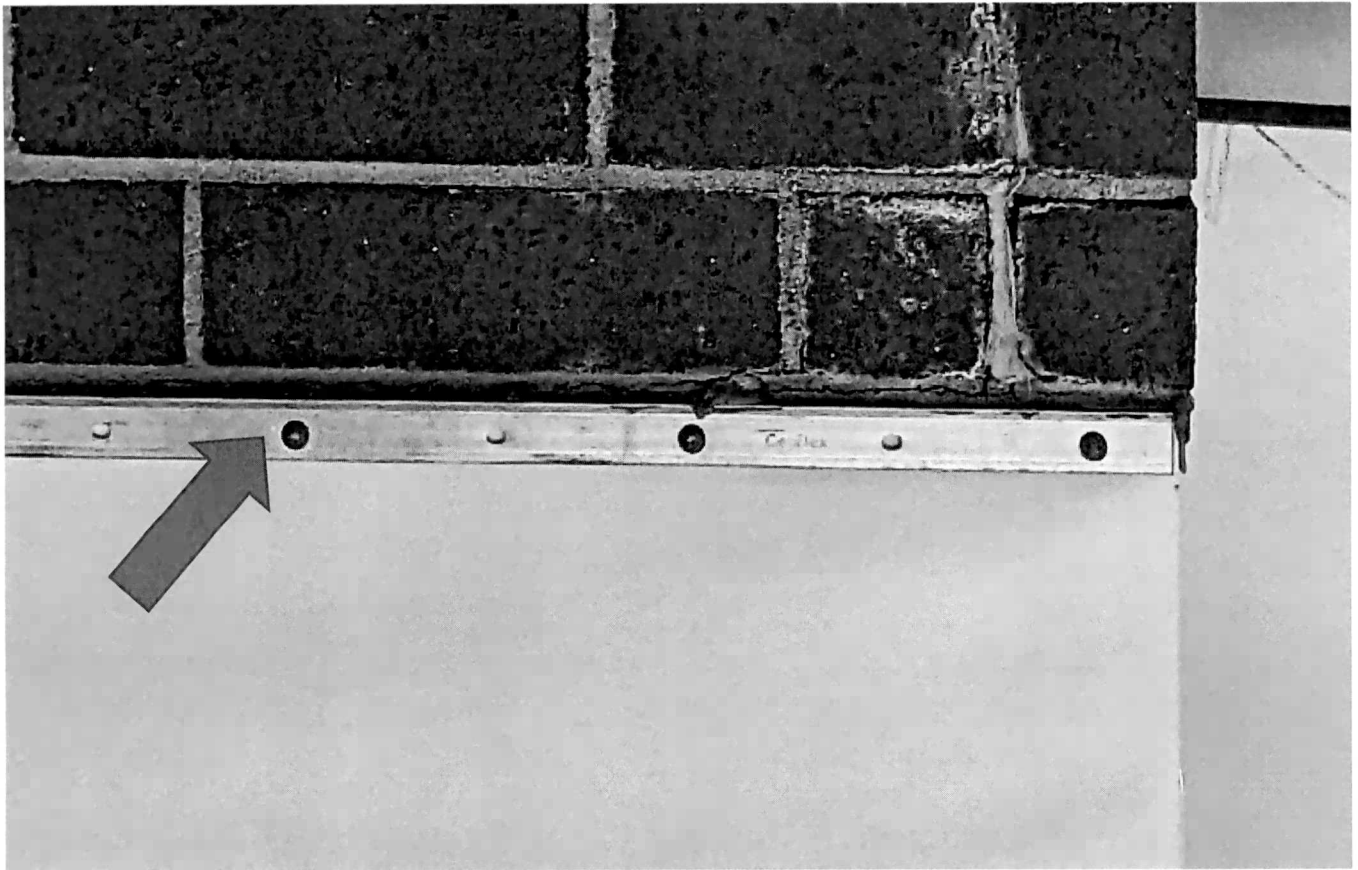


Figure 34 term bar (arrow) close-up with brick above and roof membrane below sealed above the term bar with no flashing.

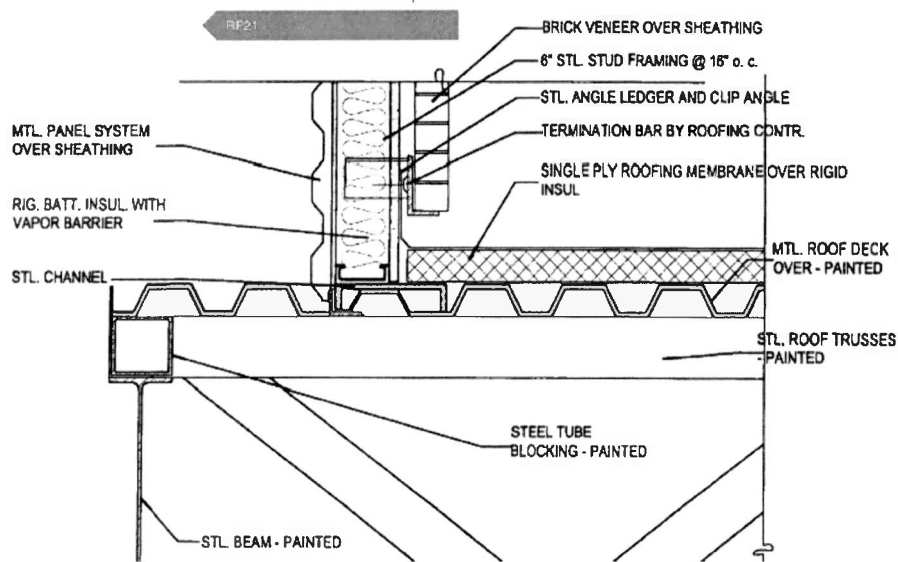
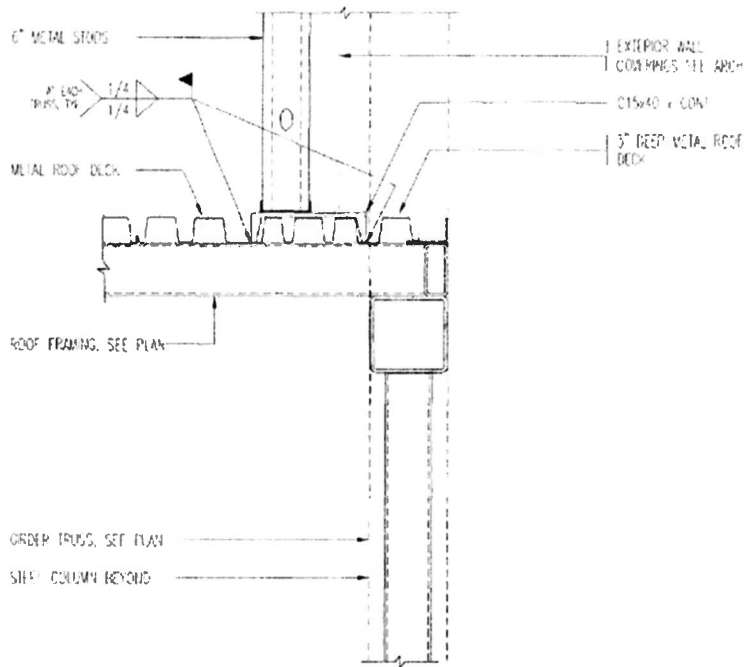


Figure 35 Architectural detail has an angle ledger that was not shown on structural. What's there was not built per Arch detail.

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1 DETAIL
 Drawing NO SCALE

Figure 36 structural detail shows the brick resting on the C channel.

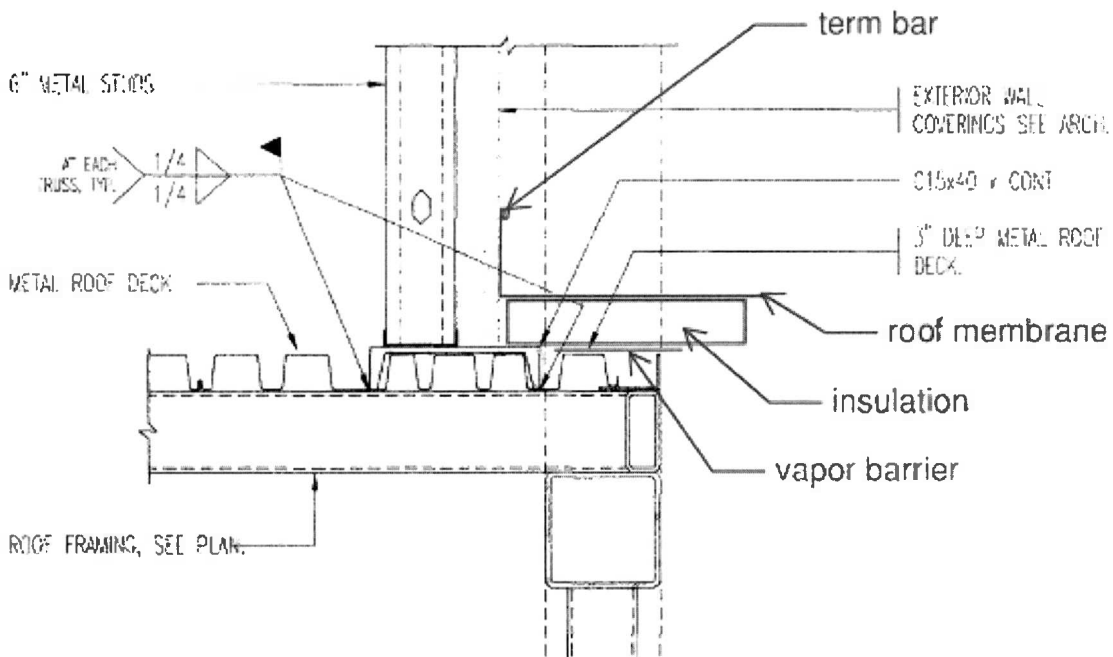


Figure 37 as constructed there is no thru wall flashing to remove water that goes thru the brick.

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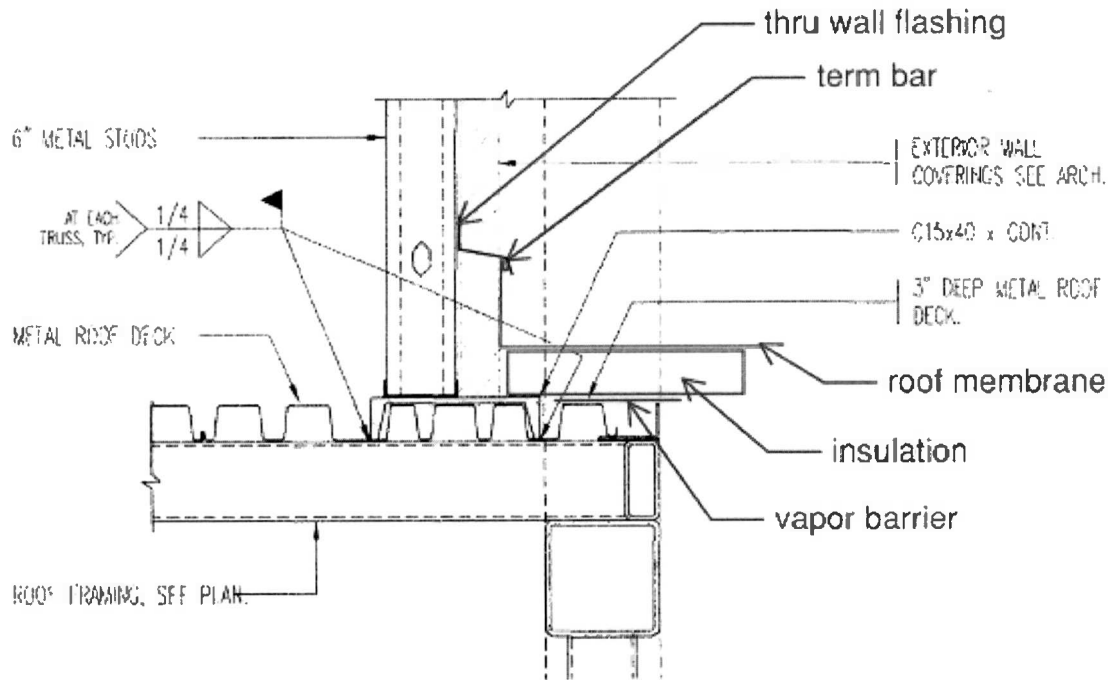
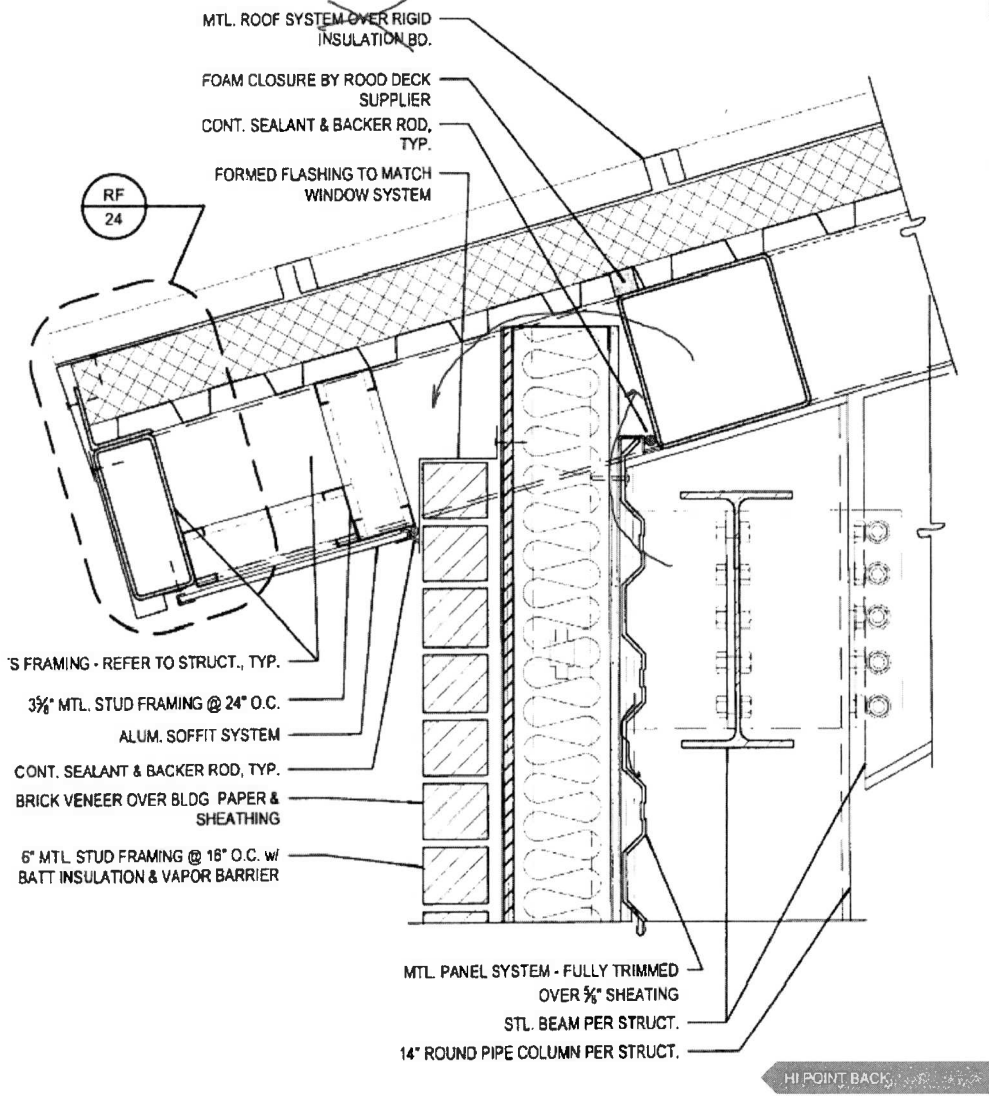


Figure 38 the thru wall flashing in blue was not included. As a result, water that goes thru the brick stays in the wall. A brick wall has little resistance to rainwater penetration.

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EAVE DETAIL (@ BACK)

Scale: 1 1/2" = 1'-0" R:\2007\01665\06\RF22.dwg


 Casper Wyoming Pool
VCBO Architecture Issued: 05-30-03
Revised: mm/dd/yyyy Detail Number
RF-22

Figure 39 the red arrow shows the path of the pool odor that was detected by me and Terry on the day of the observation. The metal panel system is not an air barrier and should not have been used to seal too.

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Figure 40 high roof south exposure, there appears to be damage to the soffit. This might be due to an ice or wind load.



Figure 41 numerous glazed units with failed seals. Consider bringing in a Curtain Wall forensic expert before replacing any glazed units. When this many glazing unit seals fail there may be an underlying cause that if not corrected would simply result in more failures.

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DOOR OBSERVATIONS

The doors on the natatorium air barrier should have weatherstripping including both exterior doors and interior doors. The exterior doors have weatherstripping, but the air barrier membranes are showing signs of wear and damage. The interior doors on the air barrier do not have sweeps at the bottom of the doors which will allow air to move past the doors. The more airtight these doors are the lesser the amount of exhaust that is needed to keep the natatorium negative. If the exhaust can be decreased, there is an energy savings.



Figure 42 exterior door weather stripping appears worn.

VENTILATION OBSERVATIONS

The ductwork is arranged to provide air flow to the exterior skin of the enclosure and there are no air terminals situated to blow air in the areas of activity. In some areas at the perimeter there is some convenient overlap, but in general there is no air provided to those active or working in the pool. The supply of air at the curtain wall is marginally effective at keeping the glass warm to prevent condensation on the glass because the mullions between the glass panels protrude into the space and

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interrupt the air throw from the drum diffusers. This will prevent the full glass area from being washed with warm air. The supply air at the base of the window is only partially effective for the same reason. Complicating matters is the fact that the natatorium HVAC is designed as one zone that supplies one temperature of air. There are at least two zones for this natatorium, the exterior and the interior. There are times when hot air is needed to offset drafts and warm windows when cooler air is need for comfort at the interior. The Thermometer on the wall read 80F, but the sensor for the room is in the return duct and it was reading 84F at the same time. The ASHRAE recommended indoor conditions are 85F at 50% relative humidity. With the air temperature 2 degrees warmer than the water.

Although the lap pool has linear grilles directly above the water these grilles appear to be set up to blow air horizontally and little to no air will end up at the surface of the water where the swimmer's breath. There are no air terminals supplying ventilation air where most lifeguards stand and there is no ventilation air at the top of the slide. The return air for the natatorium is located about 15 feet above the floor. There is one grille located at the floor but none of the grilles appear to have balancing dampers and therefore most of the air is returned at the 15-foot level. One of the byproducts of chemically disinfecting the water are Chloramines. It is the Trichloramines that cause irritation to the eyes and the lungs. These Trichloramines are heavier than air and will build up near the surface of the water and are released into the atmosphere abundantly at warm bodies of water, slides and spray water features. To capture these Trichloramines, most of the return air or exhaust air should be returned at the first foot above the water or deck as close to the water as practical.

The ASHRAE Standard 62.1 recommends that outdoor air be provided in the breathing zone for adequate ventilation in natatoriums. The minimum amount of ventilation is 0.48 cubic feet per minute for the area of water and deck.

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Figure 43 interior where no air flow was detected. Often found this to be an area with lifeguard activity.

ROOFTOP DEHUMIDIFICATION UNIT

The dehumidification unit was replaced recently and was in operation at the time of my observation. The unit dehumidifies by bringing in dry air and does not have a refrigeration cycle to dehumidify. This is an energy saver. There were several items that appear to have not been worked out since the installation. The natatorium was reading a slightly positive pressure but there were no adjustments being made by the controls in the damper positions or exhaust fan speed to correct this. There also is to be a minimum amount of outside air required by code that should be brought in whenever the space is occupied. A review of the balancing report indicates that a minimum outside air damper position was not set. Although the RTU has an economizer cycle for dehumidification, the cooling economizer is limited by the capacity of the exhaust fan. The unit could bring in 100% outside air in the summer to cool the space part of the time but the exhaust fan is too small to exhaust the amount of air needed to keep the space negative. When the RTU was replaced, it does not appear that the ductwork inside and the duct distribution was part of the project.

The pressure sensor for the natatorium that controls room pressure is located about five feet off the floor just outside of the mechanical room. ASHRAE recommends that the natatorium be negative to adjoining spaces and negative to the outside. It is preferable to have dry air leaking thru the walls and not wet humid air. The 85F 50% RH air will condense when it encounters a condensing surface of 64F or cooler. At this elevation, the sensor will indicate that the natatorium is negative when it is cold outside, but the top half of the natatorium will be positive due to the stack effect.

CURTAIN WALL OBSERVATIONS

The curtain wall has sealant at the perimeter that has degraded over the years and is cracking and no longer providing an air or water seal. There are also rubber glass seals both inside and out that are not long enough to provide a seal. These gaps in the glass seals at the exterior are creating a cold frame and the gaps on the interior can allow moist air into the curtain wall mullions. In some locations you can see daylight between the curtain wall frame and the adjacent wall. The glass internal seals that keep the air out of the sealed double pane glass has failed at several glass panels. These glass panels can be recognized by the condensation or fog on the interior of the double pane glass. The number of failed seals points to there being an underlying cause. We recommend that a Curtain Wall Forensic Expert look at this specific issue.

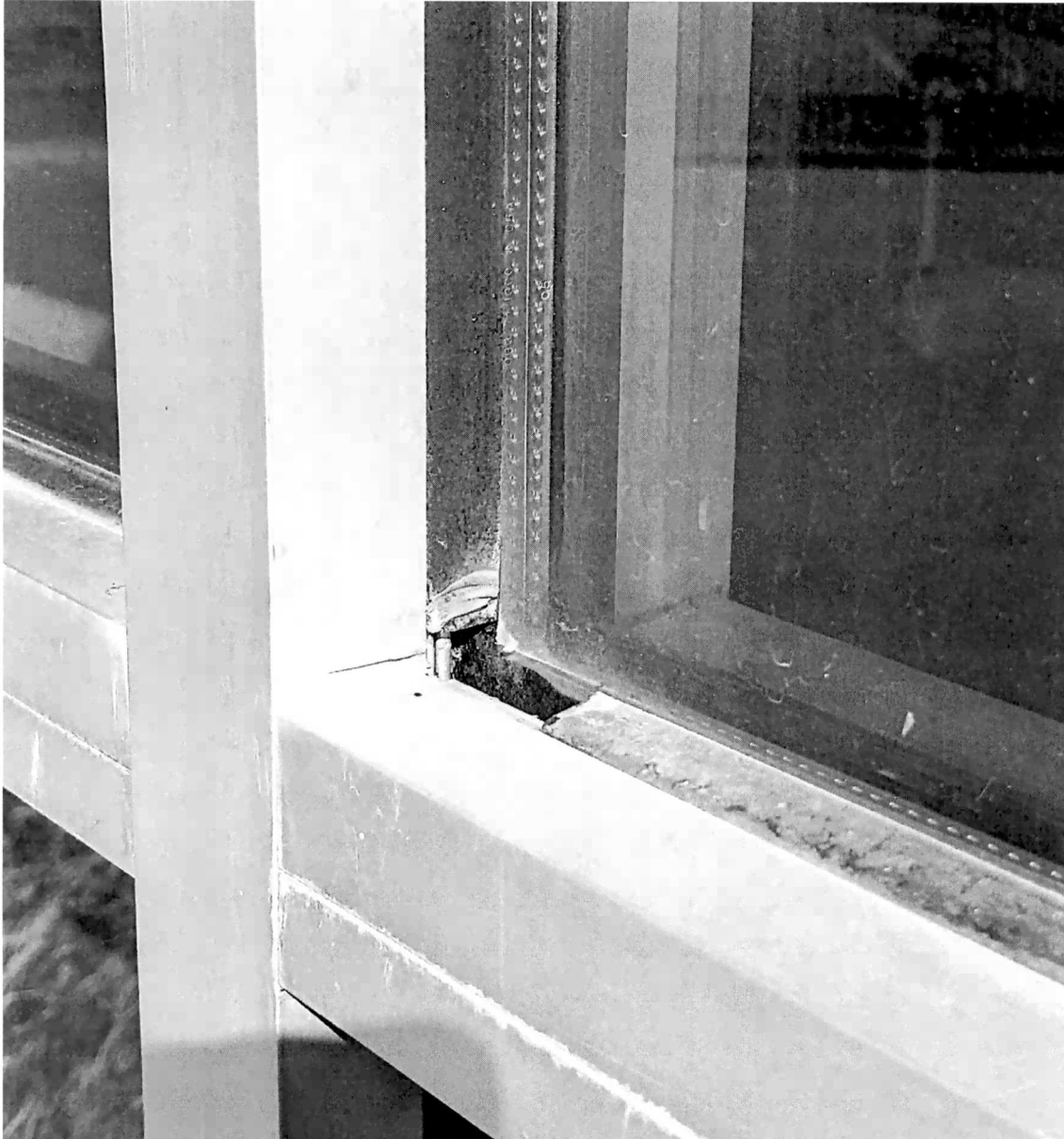


Figure 44 glass seals do not meet at the corners at several locations.

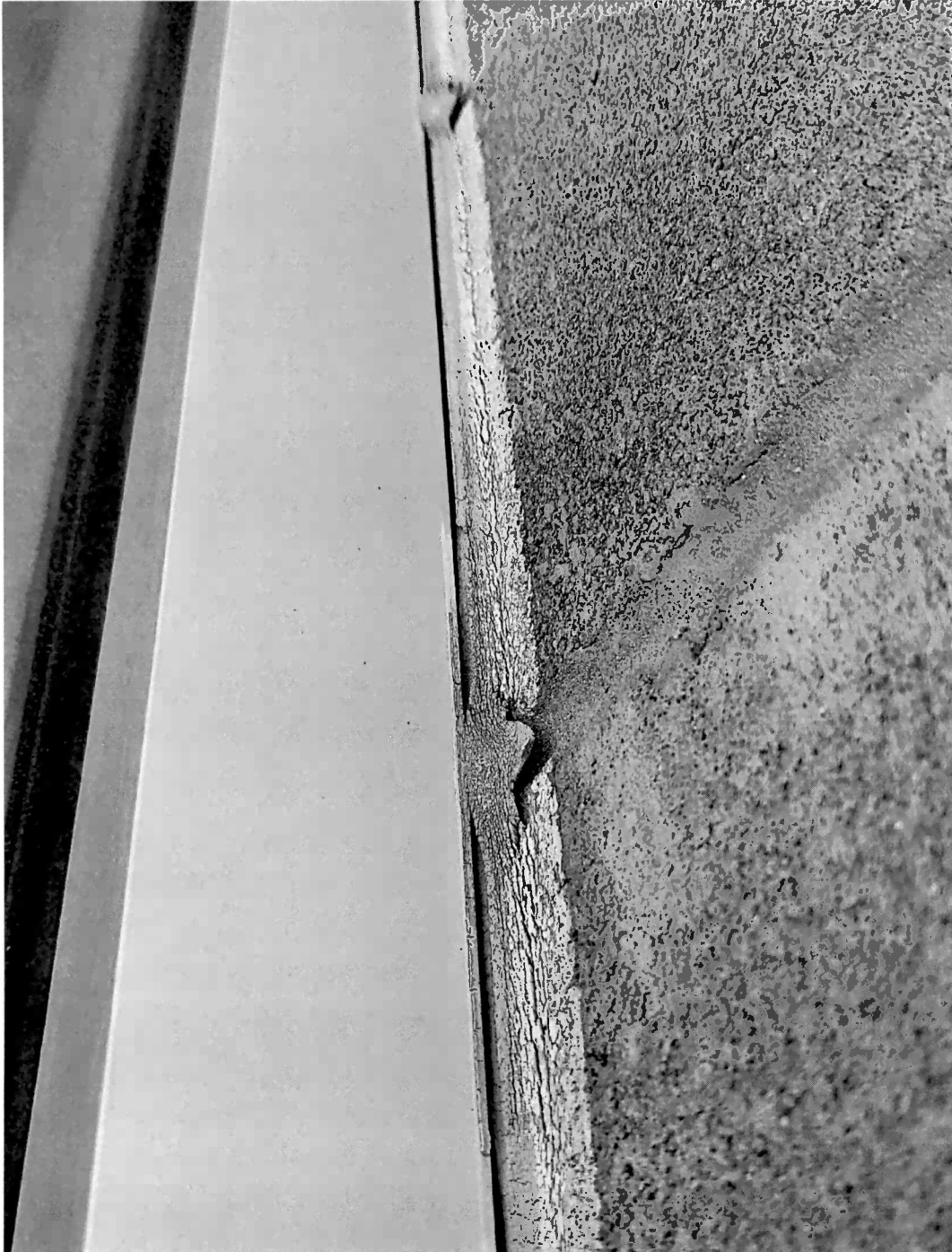


Figure 45 failing sealant at the edge of the curtain wall. This appears to an application of sealant without the proper backer rod.

RECOMMENDATIONS

It has taken 18 years to reach the level of damage observed. There is no amount of maintenance at this point that can reverse some of the damage. Some maintenance activities applied now could be throwing money at a problem without much if a tangible improvement. If money and timing are an issue, which in

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most cases it is, the overall repair can be broken into discrete areas so that the cost can be spread out. But the overall project cost will increase for a series of smaller projects.

The recommended way forward is to describe a complete remediation of the recommended areas and identify the priorities or value of the discrete projects. This way the projects can be completed as funds are made available.

Roof- The air/vapor barrier of the roof is there it just is not effective and should be replaced to prevent any further degradation of the roof deck. Remove all roofing materials down to the bare metal deck and install sheathing on top of deck followed by a fully adhered air/vapor retarder. Provide a term bar around the entire perimeter of the air barrier. Reuse the existing insulation if dry. Provide a new roof membrane to match the existing. (Consider a dark color) This work can be broken into pieces to coincide with new steel deck.

High Bay Brick Wall – Remove the brick wall above the roof. Seal the wall with medium density closed cell spray foam insulation. Replace the brick or provide stucco. Provide thru wall flashing at the base of the wall. Connect the wall air barrier to the roof air barrier for continuity.

Ventilation- Provide outdoor air in the breathing zone by modifying the ductwork, to supply areas where people are active. Capture Trichloramines as close to the source as possible and exhaust. Provide a two zone HVAC system so that heating and cooling can occur at the same time.

Gypsum Parapet Walls – Remove the damaged gypsum at the parapet and replace with non-paper gypsum. This should be done when deck is repaired.

Dehumidification unit (RTU)- Increase the exhaust air flow to save energy and provide a negative space pressure. Set the outside air minimum by rebalancing. Recommission the unit control sequence.

Interior Chases – Provide a cap on top and supply with air.

Curtain Wall – Provide maintenance and repair as recommended by the manufacturer. Engage a Curtain Wall Forensic Expert to investigate the cause of the large number of glazing unit seal failures before replacing any.

Water Slide- Complete a structural assessment and repair corroded structure.

CASPER FAMILY AQUATICS CENTER ROOF DECKING DAMAGE
ASSESSMENT AND REMEDIATION PLAN FOR THE CITY OF CASPER

Part Two Inspection Maintenance and Remediation Plan Report



Date: June 17, 2022

Submitted by:

Mark C. Scott P.E.

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Larkspur, Colorado 80118

303-951-4982

Structural Consultant

Robert Lower P.E.

Lower & Co P.C.

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Casper, Wyoming 82604

Casper Family Aquatic Center Roof Decking Damage Assessment and Remediation Plan for the City of Casper

Part I Condition Survey report completed

Part II Inspection, Maintenance and Remediation Plan

The purpose of this report is to consider the inspection, maintenance, and remediation measures necessary to address the deficiencies identified in the Part 1 Report for the Aquatic Center including the roof structural deck, the duct work supply and exhaust, the Natatorium Dehumidification unit, the roof air/vapor barrier, the room pressurization, the glazing, ventilation for indoor air quality, exterior cladding, and the interior portion of the cladding. Our work was completed using available drawings, consultation with sub-consultant contractors, consultations with vendors, and cost estimating guides. Drawings used for estimating purposes were at a schematic level.

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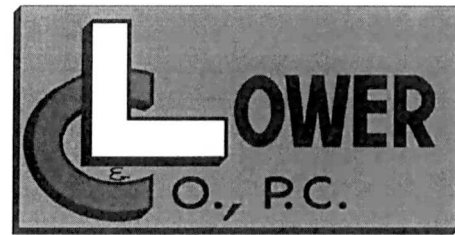
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June 17, 2022



Structural Engineers

Mr. Terry Cottenoir
Engineering Technician
City of Casper, Wyoming
Public Services Department
200 North David Street
Casper, WY 82601

REF: Casper Aquatic Center Roof Deck Observation Project,
Phase-II Report.
Casper, Wyoming.

Dear Mr. Cottenoir:

The following is our report of our inspection of the roof deck, recommended maintenance plan and recommendations for remediation of the roof deck problems at the Casper Aquatic Center.

Inspection of Roof Deck:

As noted in our Phase-I report the roof deck of the Aquatic Center is severely damaged at the entire perimeter of the roof. The deck that is bearing on edge angles perpendicular to the deck span is damaged by corrosion. The deck is typically so severely damaged that adequate support of the roofing, roof deck, and snow loading cannot be provided. This deck also cannot be counted on to transfer wind and seismic induced in-plane shear loading to the vertical shear elements of the building.

The deck that is bearing on edge angles parallel to the deck span is also severely damaged by corrosion. This deck connection is designed to transmit in-plane shear due to wind or seismic loading to the vertical shear elements. In this building these vertical shear elements are reinforced masonry walls.

Our inspection of the roof deck showed that the damage is confined to the perimeter of the building with very few exceptions of damaged deck inside of the building perimeter.

Maintenance of Roof Deck:

At this time it is not possible to save the damaged roof deck by instituting a new maintenance plan. The damage is severe enough to render the deck unsalvageable at the perimeter of the building.

After the recommended repairs are made the roof deck should be maintained as follows: Visual inspections of the underside of the deck should be made annually. These inspections should include the entire area of the deck, and particularly the perimeter of the deck. The presence of rust or rust stains on walls or roof structure elements or deck is an indication of a problem.

The appearance of rust will indicate a failure of the vapor barrier, or a failure of the deck coating, or a potential problem with the mechanical system, or a combination of the above. The cause of the problem must be determined and repaired as soon as possible.

Remediation of damage to the Roof Deck:

The Aquatic Center must be closed during the repair activities. The damaged deck that spans from a structural support to the walls must be removed and replaced. Prior to deck repairs a heavy duty sheet plastic should be hung from the structure under the areas of deck under repair. This plastic sheet is meant to contain much of the falling dust and small debris that will be created by the construction activities. All roofing, insulation, flashing, protection board and vapor barrier will be removed from the area under repair. The deck will be cut near the edge of the support and removed one 24" wide sheet at a time. It will be necessary to rig the deck sheet with lifting equipment prior to cutting the deck. These sections of deck are shown on the attached plan in orange highlight. The cut edge of the deck must be smoothed, cleaned and coated with prime and finish paint.

The existing edge angles must be thoroughly cleaned of any corrosion and loose paint. The welded connections of the edge angles to the upset plates in the walls must be inspected, cleaned, and recoated with prime and finish paint prior to the erection of new deck. If the upset plates are severely corroded it will be necessary to fasten the edge angles with new stainless steel expansion bolts in field drilled holes to the grouted masonry walls.

New sheets of pre-cut, pre-primed and finish coated, Galvanized (G90) 3" Type-N 20 Gage deck will be erected. The new deck will not be acoustic deck. The new deck will be nested in the existing deck at the support with a minimum of 6" of deck over the support. The connections at the support and edge angle will be made with power actuated pins through the new & existing deck sheets and the supporting structure. Side seam connections will be made with stainless steel Tek screws.

The damaged deck that spans parallel to the walls must be removed and replaced. This is only typically the first sheet of deck (24" maximum width). These areas must also be treated with the plastic sheet to catch debris and removal of all roofing elements as described above. The deck side-seam fasteners to the adjacent sheet of deck to remain will be removed or cut. The deck welds to the supporting structure will be ground free and the deck sheets will be removed one sheet at a time. It will not be necessary to rig these deck sheets with lifting equipment prior to cutting the deck provided that the deck is not cut parallel to the supports. These sections of deck are shown on the attached plan in yellow highlight. The edge of the deck sheets adjacent to the removed sheets must be smoothed, cleaned and coated with prime and finish paint.

The existing edge angles and trusses / joists must be thoroughly cleaned of any corrosion and loose paint. The welded connections of the edge angles to the upset plates in the walls must be inspected, cleaned, and recoated with prime and finish paint. If the upset plates are severely corroded it will be necessary to fasten the edge angles with new stainless steel expansion bolts in field drilled holes to the grouted masonry walls.

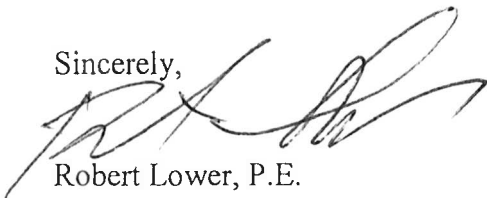
New sheets of pre-cut, pre-primed and finish coated, Galvanized (G90) 3” Type-N 20 Gage deck will be erected. The new deck will not be acoustic deck. The new deck will be nested in the existing deck at the side seams and fastened with Tek screws as noted above. The connections at the supports and edge angles will be made with power actuated pins through the new & existing deck sheets and the supporting structure.

Our Opinion of Probable Cost for the Steel Deck Replacement Work is as follows:

-Erection, maintenance of and removal of Dust Containment Sheets:		
	Lump Sum	= \$20,000.00
-Costs for removal of all materials above the deck including roofing, flashing, insulation, protection board and vapor barrier are included in another item.		
-Removal of existing roof deck:	5,000 s.f. @ \$15.00 / s.f.	= \$75,000.00
-Cleaning & re-coating existing edge angles and structural supports:		
	Lump Sum	= \$75,000.00
-New G90 galvanized, prime painted and finish painted 3” Type-N 20 Gage Steel Deck, including erection.	5,000 s.f. @ \$35.00 / s.f.	= <u>\$175,000.00</u>
	Roof Deck Subtotal	= \$345,000.00

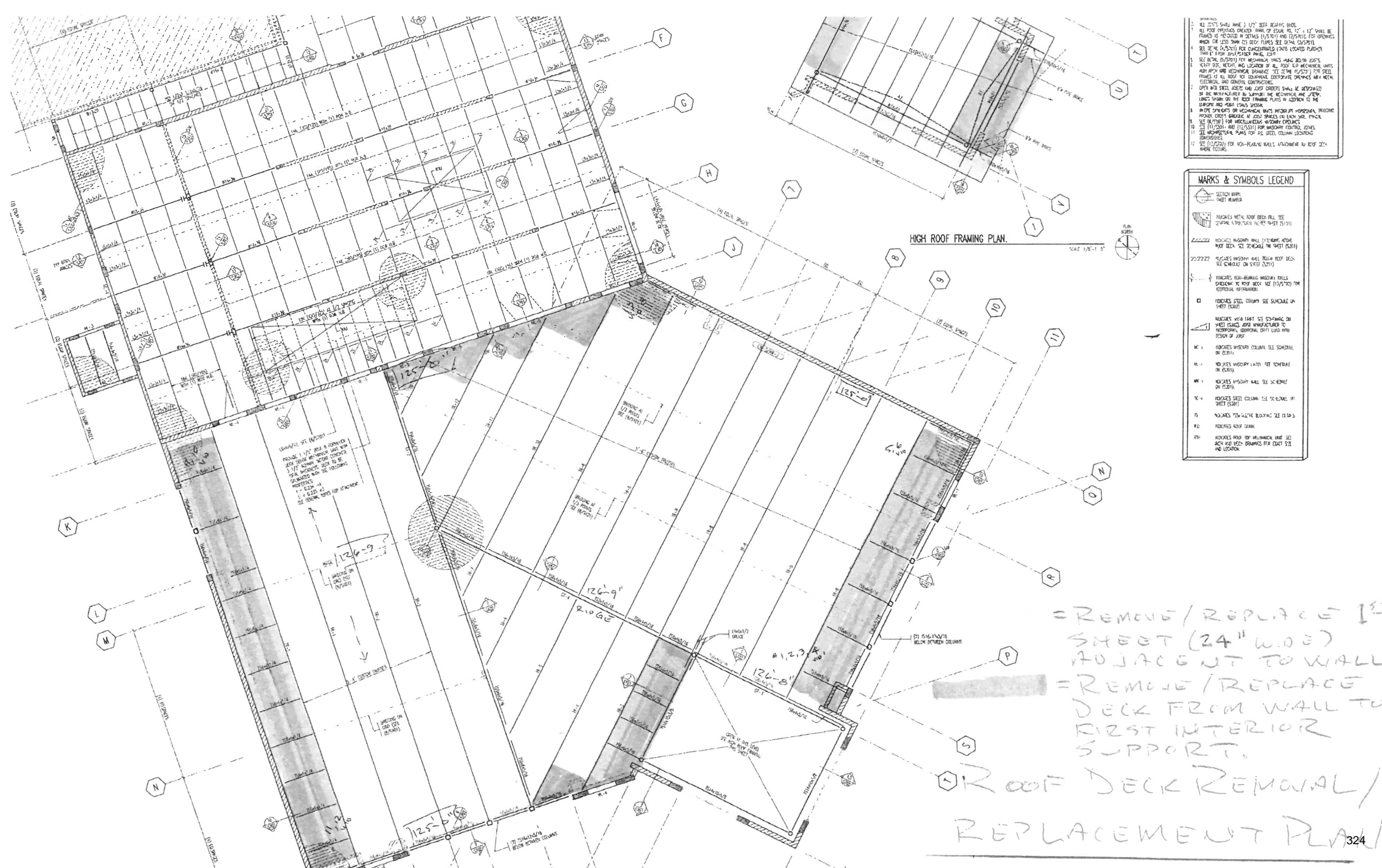
If you have any questions or comments, please give me a call.

Sincerely,



Robert Lower, P.E.

22-011



- 1. ALL JOISTS SHALL HAVE 3/4" DEEP BEARING RISERS.
- 2. ALL POOR MEMBERS CREATED FROM JOIST NO. 12, 13 SHALL BE REMOVED AS SHOWN IN DETAILS (15/20) AND (15/21). FOR OPENINGS UNDER THE JOIST SHOW THE JOIST NUMBER SEE (15/22).
- 3. SEE (15/23) FOR CONCENTRATED LOADS LOCATED PARALLEL TO THE JOIST FROM MECHANICAL UNITS.
- 4. SEE (15/24) FOR MECHANICAL UNITS. MARK BELOW JOISTS WITH JOIST NO. AND LOCATION OF ALL ROOF E.P. MECHANICAL UNITS WITH JOIST AND MECHANICAL DRAINAGE. (SEE (15/25)). FOR STEEL FRAMING OF ALL ROOF TOP TERMINATE, COORDINATE DRINKS AND MECHANICAL AND GENERAL COORDINATION.
- 5. OPEN END STEEL JOIST AND JOIST GIRDERS SHALL BE REINFORCED TO BE MANUFACTURED BY SUPPLIER THE MECHANICAL AND JOIST LOADS SHALL BE THE ROOF FRAMING PLANS IN ADDITION TO THE JOIST AND JOIST LOAD SPEC.
- 6. IN THE SPACINGS OR MECHANICAL UNITS UNDER JOIST MECHANICAL UNITS PROVIDE CROSS BRACING AT JOIST SPACES ON EACH SIDE. (SEE (15/26)) FOR MECHANICAL WINDOW CRANES.
- 7. SEE (15/27) AND (15/28) FOR MECHANICAL WINDOW CRANES.
- 8. SEE (15/29) AND (15/30) FOR MECHANICAL WINDOW CRANES.
- 9. SEE (15/31) FOR MECHANICAL WINDOW CRANES.
- 10. SEE (15/32) FOR JOIST ATTACHMENT TO ROOF DECK WHERE OCCURS.

MARKS & SYMBOLS LEGEND

- ROOF DECK
- ROOF JOIST
- ROOF BEAM
- ROOF COLUMN
- ROOF GIRDER
- ROOF TRUSS
- ROOF PURLIN
- ROOF DIAPHRAGM
- ROOF EDGE BEAM
- ROOF EDGE COLUMN
- ROOF EDGE GIRDER
- ROOF EDGE TRUSS
- ROOF EDGE PURLIN
- ROOF EDGE DIAPHRAGM
- ROOF EDGE BEAM/COL
- ROOF EDGE GIRDER/TRUSS
- ROOF EDGE PURLIN/DIAPHRAGM
- ROOF EDGE BEAM/COL/GIRDER
- ROOF EDGE BEAM/COL/GIRDER/TRUSS
- ROOF EDGE BEAM/COL/GIRDER/TRUSS/PURLIN
- ROOF EDGE BEAM/COL/GIRDER/TRUSS/PURLIN/DIAPHRAGM

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Phone: (801) 575-8800
Fax: (801) 551-8800
WWW.VCBOArchitecture.com

Casper Wyoming Pool
Casper, Wyoming

Rev # _____ Date _____

Job # _____ DRAWN
DATE _____

City of Casper part 2

Inspection, maintenance, and Remediation plan for the steel deck

There are no short-term modifications recommended. Except, if there is going to be a prolonged time to make the recommended modifications, air flow to the Guard stations using the existing system of ducts is recommended.

Structural Part 2 (End)

Roof and HVAC Part 2

At this time, there are no maintenance only measures recommended. The changes that need to be made to improve the ventilation performance require a capital improvement.

As an ongoing measure, each year the RTU control sequence should be reviewed and recommissioned to confirm that the outside air dampers are providing the prescribed amount of outside air and that the outside air damper closes during the unoccupied sequence, typically at night and some holidays. Each of the Guard stations should be reviewed to confirm that the ventilation air flow is sufficient and has the correct velocity and direction. The velocity of the air flow across the water should be measured to confirm it is 30 feet per minute or less. Check the condensation on the curtain wall to determine if the direction and velocity of the supply air diffusers are providing the coverage desired. At the stairs to the slides, examine the finish for any signs of deterioration at the steel protective coating. When it is cold out, confirm that the natatorium is slightly negative at the top of the former brick wall of the elevated roof.

The roof modifications go hand in glove with the structural repair. The establishment of a continuous air barrier as described below is essential to protect the new steel decking from damage due to condensation.

HVAC Modifications fall into 4 areas, the Evacuator System, the Center Supply Duct, the Second Guard Zone, and Relocate existing supply Diffusers.

The **Evacuator System** (figure 1) creates an exhaust system that exhausts trichloramine air that resides at the pool deck level.



Figure 1 evacuator bench at deck level. Shown also in figure two below.

The offending chemicals that cause eye and lung irritation are the Trichloramines which are a byproduct of the water disinfection and the organic materials from swimmers' bodies. These trichloramines are heavier than air and are therefore in the highest concentrations at water level and deck level. To

decrease the concentration of trichloramines the air at the deck should be exhausted and not included as "return" air. (See also appendix White Paper) By exhausting the trichloramines at the source, the overall air quality in the natatorium is improved. The modification should result in two separate duct systems. One for exhaust and one for return. Since we want to reuse as much of the existing return ductwork as possible, we can split the existing return system into two systems. This can be done by adding an exhaust only duct, about 16,000 cfm and ducting it back to the RTU. At the RTU the exhaust side of the system (figure 4) that the air will flow naturally to the heat exchanger which is the exhaust duct will be located so To complete the evacuator exhaust strategy the supply system needs to push the air towards the evaporators. The exhaust alone is not sufficient to move the Trichloramine layer of air to the exhaust. This movement of supply air is facilitated by adding a Center Supply Duct (figure 2).

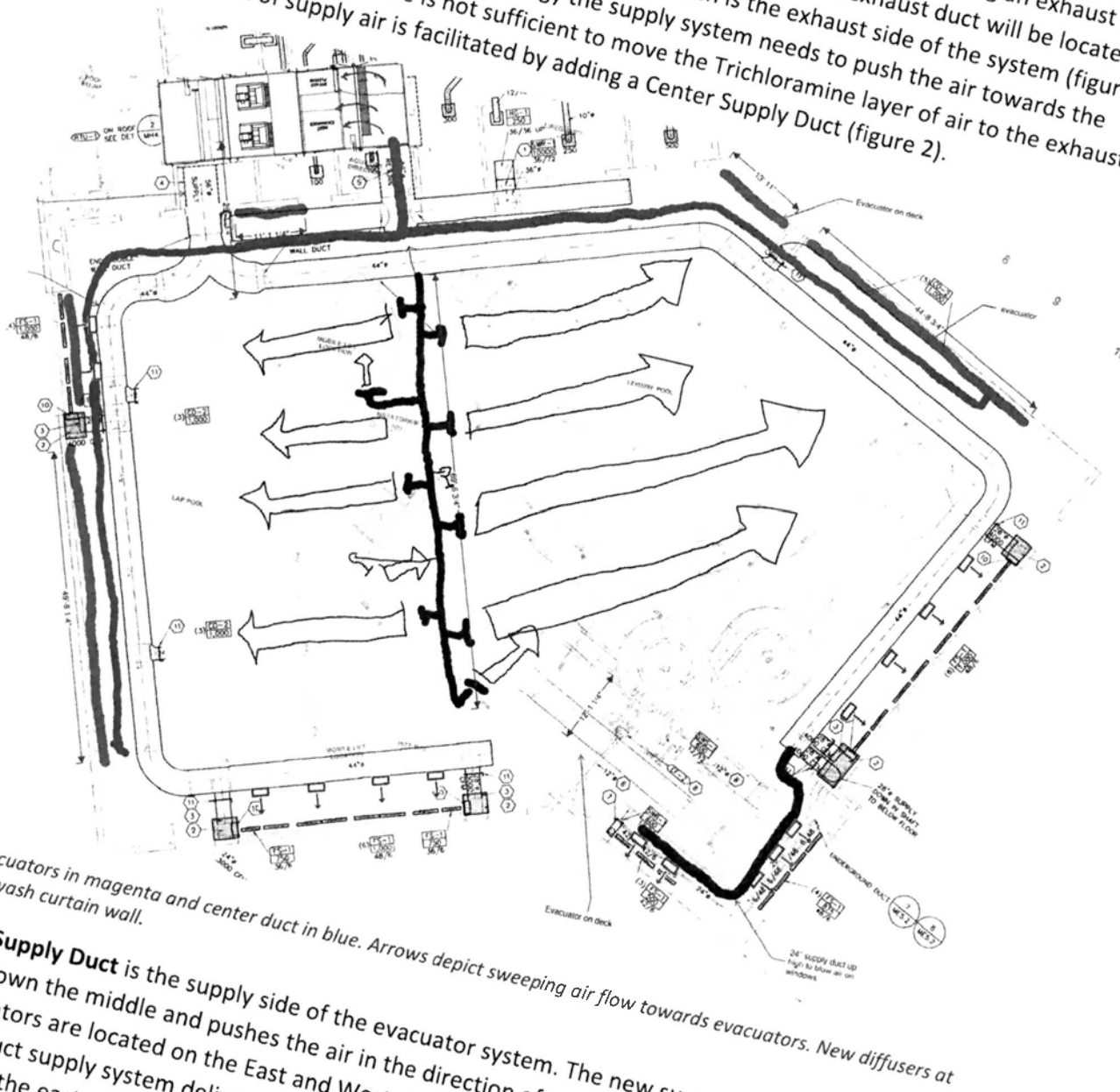


Figure 2, evaporators in magenta and center duct in blue. Arrows depict sweeping air flow towards evaporators. New diffusers at duct level to wash curtain wall.

The **Center Supply Duct** is the supply side of the evacuator system. The new supply is designed to provide air down the middle and pushes the air in the direction of the two banks of evaporators. The two sets of evaporators are located on the East and West sides of the natatorium where space is available. The existing duct supply system delivers air only at the perimeter of the natatorium and can't effectively push the air to the east and the west. This needs to be modified to provide air at the perimeter only where there is glass and at the interior where there are ventilation requirements for people. The

ventilation efficiency of the supply air is affected by how direct the outdoor air can be delivered to the breathing zone of the occupants. The greatest efficiency can be achieved by providing the supply air at the elevation of the water or at about 6 feet above the deck or somewhere in between. By providing the air at this level, the contaminants from the water have less opportunity to mix with the outside air before it reaches the occupants. The supply should be arranged to blow towards the evacuator at a velocity not exceeding 30 feet per minute. Ideally, there should be two heating and cooling zones for better temperature control. This large open space with the exterior glass load has a perimeter zone and an interior zone. The existing system is a single zone which means that there will be areas that are warmer than desired on the interior in the winter. Since the RTU was installed in 2000 it would be preferable not to make too many changes to the Unit. The second zone is more simply provided by leaving the existing ductwork intact and providing a Second Guard Zone.

The **Second Guard Zone** provides air to each of the five Guard stations at a reduced temperature and an increased percentage of outside air (figure 5). The percentage of outside air will be on the order of 80 to 100%. This is accomplished by placing the Guard system intake on the outside air or heat exchanger side of the RTU (figure 4). The natatorium should be at 85F or two degrees above the water temperature for active seniors and children. Currently the natatorium is kept at about 80F because the Guard staff find the 85F setting to be uncomfortably warm.

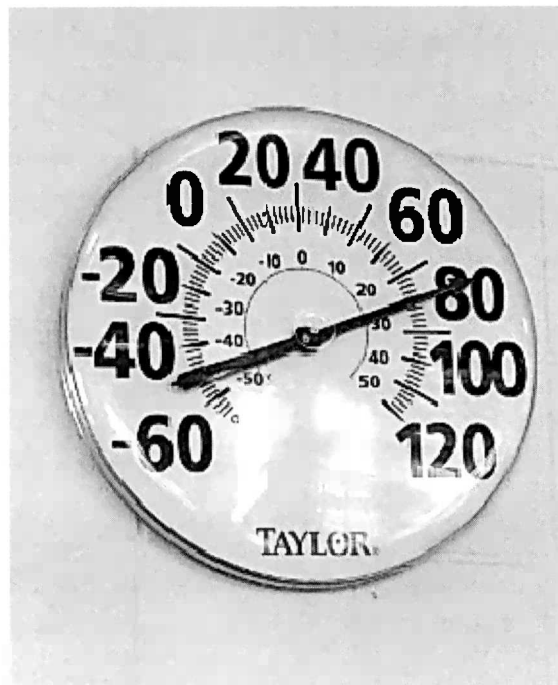


Figure 3 thermometer in natatorium located on an interior wall. 80F

At temperatures that are uncomfortably warm the guards can feel lethargic or sleepy. Having a temperature control zone for the Guards is an operational advantage. This second guard zone will have an adjustable supply air temperature of between 60F and 70F degrees and should help keep the staff alert and not over heated. This new system consists of a 2500 cfm double wall insulated duct connected to the RTU before the heating coil.

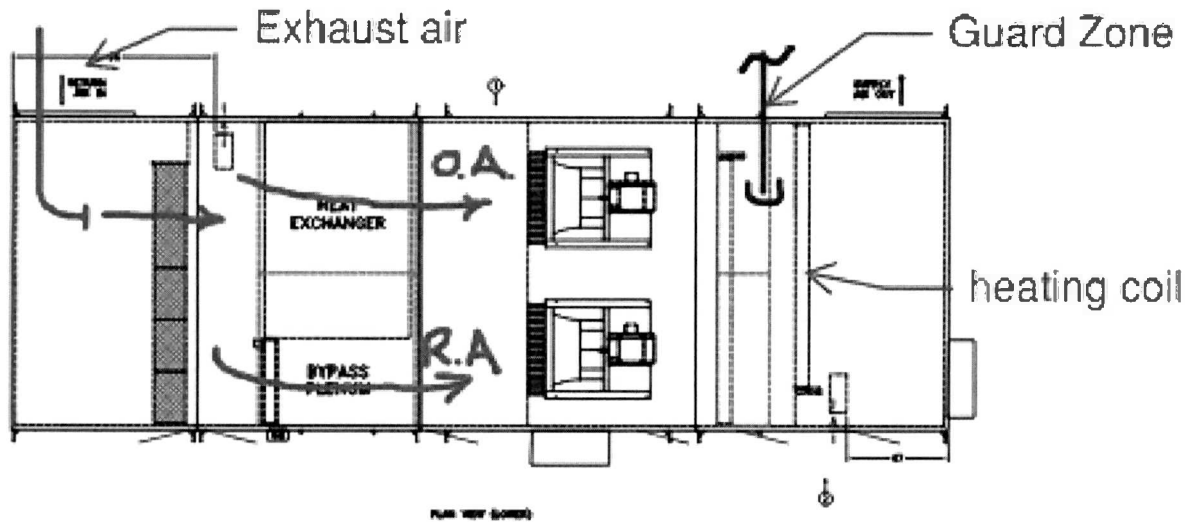


Figure 4 RTU Shop Drawing showing the intake for the Guard Zone on the outside air side of the unit before the heating coil. And the location of the new exhaust duct independent of the return duct.

This duct is then connected to a mixing box and then routed inside where it will be distributed to the five stations using fabric ductwork. The fabric ductwork will be a cost-effective alternative to the standard aluminum ducts. The mixing box can be either a fan powered box with no heating coil or an induction box without a heating coil. The mixing box mixes 55F supply air with 85F room air to meet the Guard Zone temperature set point, which is adjustable. These “Guard” locations were coordinated with Edwin by email. The new guard zone ductwork inside the building will be cloth DuctSox type, which is designed for a natatorium, is light, and less expensive than aluminum. At each of the 5 locations the air will be directed straight down in a cone shape, enclosing the area of the guard stand or the area most used by the staff when on duty. The velocity of the air will be about 30 feet per minute or less. This equates to about 500 cfm at each station for a total of 2500 cfm at approximately 60F to 70F, adjustable. The existing drum type supply air registers should be relocated to blow on the glass and in some cases relocated to provide air to the interior. See the air flow patterns developed in figure 2.

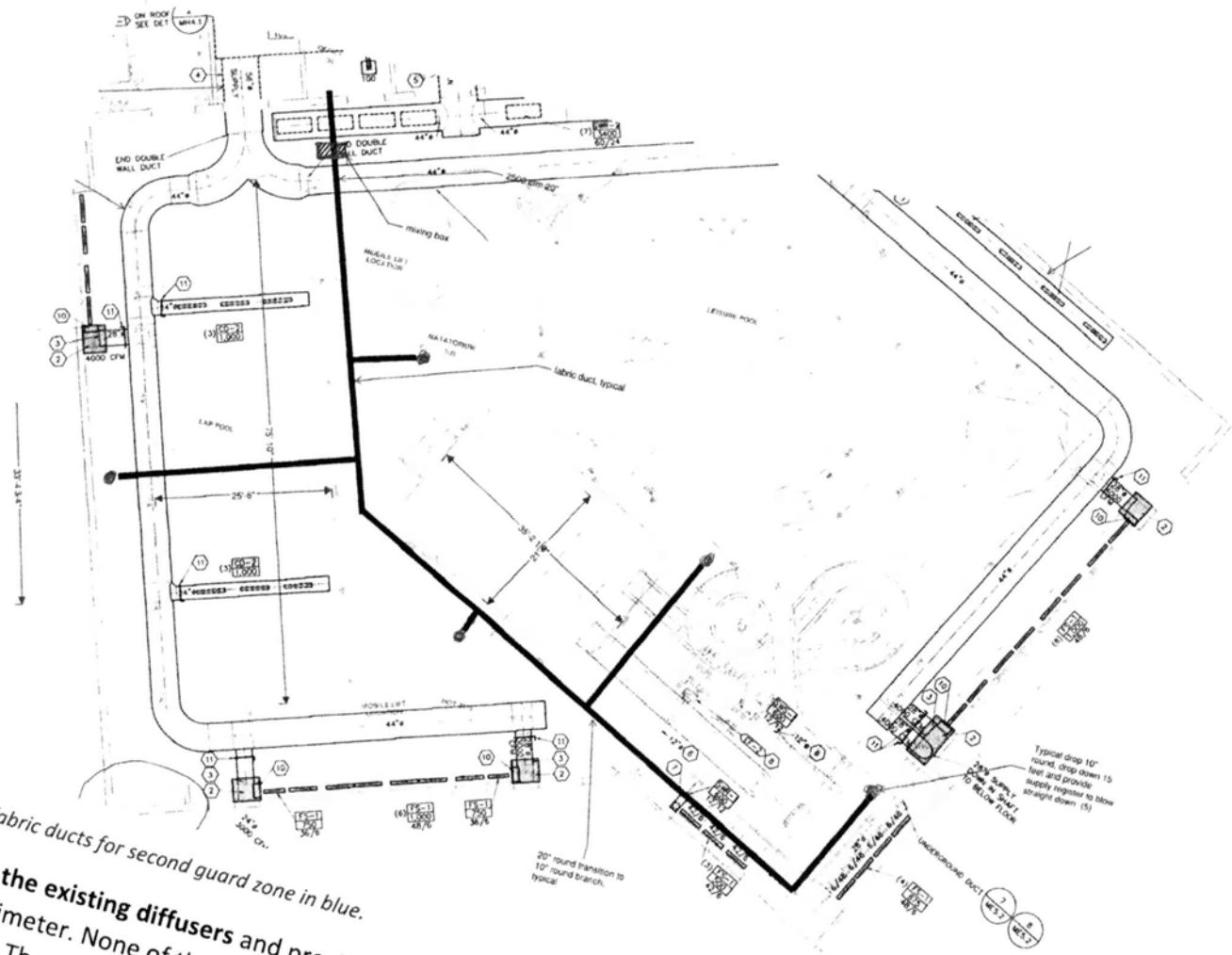


Figure 5 fabric ducts for second guard zone in blue.

Relocate the existing diffusers and provide additional diffusers. The existing supply to the space is only at the perimeter. None of the diffusers are positioned to provide supply air to the Guards or the swimmers. The supply air is how the outdoor air for ventilation is supplied to the space. If there is no supply air directed to the Guards and swimmers the ventilation efficiency is poor and the amount of outside air would need to be increased 3 or four times what is needed for a more efficient supply. By providing supply air to the breathing zone of the staff and swimmers the efficiency of the ventilation can approach a value of 1.0 or 100% efficient. At this efficiency the outside air could be reduced to about 3500 cfm. At this reduced rate there are significant energy savings throughout the year. For budgeting purposes, I recommend that an efficiency of 0.5 be used at this time which would mean 7,000 cfm of outdoor air as a minimum. The current design calls for 14,000 cfm of outdoor air but this was not measured when the RTU was balanced, so it is not clear how much outside air was not getting to my not "enough" ventilation. This is an indication that the delivery of outside air was not getting to my breathing zone. Additional Drum diffusers should be added to provide air over the water and to the guard stations. Care should be exercised to limit the velocity over the water to about 30 feet per minute. This system will not be able to provide cooler air to the Guard stations which is a drawback.

The existing supply air drum diffusers and the diffusers at the base of the curtain wall windows need to be relocated irrespective of the option suggested above. The slot differs at the base of the curtain walls are not able to blow air on the entire height of the glass in the curtain wall. The curtain wall has internal vertical and horizontal mullions. These internal mullions project into the room about 6 to 8 inches.

When the air from below strikes this first horizontal mullion it blocks the air flow and the upper glass panels are not washed in supply air. To rectify this the supply at the Curtain walls should be by a drum diffuser at the supply duct height that blows horizontally and down to wash the entire height of glass. There needs to be one diffuser for each section of curtain wall defined by the vertical mullions. If there is not one diffuser per panel the vertical mullion will block the air from travelling horizontally.

Replace roofing system

The entire roof needs to be replaced when the roof deck is repaired. The new assembly will consist of a cover board on top of the metal deck, roof manufacturers fully adhered air/vapor barrier with term bar at the perimeter, 2 layers of 2.5-inch polyisocyanurate insulation, cover board and then roof membrane. Where the brick wall is located at the higher roof this brick that does not have any thru wall flashing should be removed along with the plywood sheathing and the insulation between the studs. In its place the roof construction should be continued up the walls of the elevated portion. This will also have the factory air/vapor barrier and insulation. When the elevated roof is removed, the soffits should also be removed, and closed cell spray foam shall be added at the connection of the roof air barrier to the wall air barrier. This Foam will provide the continuity between the roof and the wall. The damaged sheet rock at the parapet will need to be replaced with paperless sheet rock before the new roof is added.

Along with replacing the roof to protect the deck and structure, there are several vertical chases that are not capped at the top. Each of these chases should be capped air tight to protect the block which probably does not have an epoxy coating on the inside of the chase to protect the block.

Slide Stairs

The existing stairs to the slides are corroded across almost all surfaces. This corrosion appears to be from the water that drips down from the swimmers and dissimilar metal galvanic corrosion. The stair frame is steel, and the stair treads and deck are aluminum. These dissimilar metals will see galvanic corrosion in this corrosive environment. This corrosion needs to be removed and the bare steel repainted with three coats of paint, The three coats include a primer, and epoxy paint and a urethane finish coat to protect to epoxy. To complete this work that may take about a month, a temporary enclosure is anticipated with full scaffolding, to provide protection for the bead blasting process and a clean environment for painting. This work should be scheduled to be completed when the pool is shut down for the roof repairs. This work includes minor structural work but does not include the replacement of existing structural members. Consideration should be given to replacing the stair treads and deck with fiberglass rather than aluminum to eliminate the galvanic corrosion.

Forensic Report

The number of failed seals at the curtain wall glazing appears to be greater than the average 15 yr. old assembly. This may be an indication that there is a problem with the curtain wall glazing seals or water evacuation system. If the glazing units sit in water for too long this can lead to glazing seal failure. I recommend that an experience curtain wall forensic expert examine the system to determine if the failures are natural, due to poor glazing or part of a curtain wall defect. This work should be completed before budgeting any money for glazing unit replacement.

Short Term Modification

If there is a delay in obtaining funds for the modifications proposed, consider addressing a portion of the ventilation now. Provide 170 feet of additional 10-inch round aluminum, single wall, uninsulated, ductwork, plus a volume damper to each of the five guard stations. Connect the ducts to the existing ductwork and provide the supply air in the breathing zone. Budget \$20,000 for this limited scope as a temporary modification. Although temporary, it may ultimately become incorporated in the Relocate Existing diffuser system.

RTU Modifications

The Roof Top Unit (RTU) was replaced about 2 years ago and there are several modifications that can be made to improve the unit's overall performance. First, although the original 2005 HVAC design was for a supply air volume of 40,000 cfm, this is a bit over designed. ASHRAE recommends between 4 to 6 air changes per hour of supply air for the natatorium space. This corresponds to between 19,000 cfm and 28,000 cfm of supply air for a 20-foot-tall space. Although the roof is a bit higher, the volume should be determined by the height of the supply diffusers. If the DX Coil is compatible with the reduced airflow, the supply fans can be rebalanced to 28,000 cfm which will save on fan horsepower. The old value of 40,000 cfm was a reasonable amount of air considering the poor air distribution of the 2005 system. With these modifications to the RTU the unit should be rebalanced. During rebalancing the minimum outside air flow should be determined by measuring the outside air flow by pitot tube traverse while modulating the outside air damper. Once the flow is reached the damper position should be marked and inserted in the temperature control sequence. With the decreased air flow of 28,000 cfm an additional exhaust fan added to the roof will allow for 100% outside air flow and full economizer cycle. This new exhaust fan should be integrated into the temperature control system to come on anytime the outside air is between 55F and 85F adjustable. The 5,000-cfm .25-inch static pressure roof exhaust fan is a small horsepower fan and the payback time for achieving full economizer should be relatively short.

Relocate the reference point for the interior pressure or provide a new control sequence that adjusts the pressure set point based on outside air temperature. For example, when it is zero degrees outside, the interior sensor located at 4 feet above the deck will register a negative condition. But the pressure at the roof will be positive. The desire is to have the outside air come in and not the opposite. So, using a formula based on the density of the air, the interior sensor set point should be increased proportionately with the outside air temperature.

Additional modifications are suggested to accomplish the Second Guard Zone and the Evacuator System. See those sections above for a description of the changes.

Estimate of Budget

Estimates of probable budget were determined by pricing received by sub-consultant contractors, manufacturers pricing plus labor and values from “Rule-or-Thumb Cost estimating for Building Mechanical Systems” author James H. Konkel. The values listed in the spread sheet are for a project in Casper for 2023. Please note that the construction bid market, with covid, increasing material costs, delivery costs, the war in Ukraine and the increased cost of money is quite volatile. A careful review of these factors should be made to determine an appropriate contingency for funding. The contingency already included is a design contingency based on the level of completeness of the design which is at a schematic level.

Evacuator	unit		\$/unit	Constr \$	enr \$	Information Constr
Engineering					\$13,000	
evacuator material (cfm)	16000		\$5.00	\$80,000		Desert Aire
balancing				\$5,000		
patch existing duct				\$3,000		
Duct 30"rnd alu (feet)	280		\$200.00	\$56,000		McGill
Duct 40"rnd alu (feet)	20		\$250.00	\$5,000		McGill
evacuator labor (cfm)	16000		\$0.50	\$8,000		
Inflate 20%				\$30,000		
				\$182,000		up to \$270K
Second Guard Zone						
Engineering					\$10,000	
Balancing				\$2,000		
Ductwork material/labor Sox 20"	150		\$110	\$16,500		Long
Ductwork material/labor Sox 10"	180		\$50	\$9,000		Long
Aluminum duct doublewall 20" rnd feet	30		\$440	\$13,200		McGill
Fan powered box w controls				\$5,000		Price
inflate 20%				\$9,000		
				\$54,700		
RTU						
revise control sequence and rebalance				\$20,000	\$4,000	
provide pressure sequence for cold				\$5,000	\$1,000	
Add Exhaust fan at Roof						
5,000 cfm @ .25"	5000		1.25	\$6,250		Rule-of Thumb
electrical				\$4,000		
controls				\$3,000		
				\$13,250		
Relocate Reg only						
Engineering					\$5,000	
Relocate Existing registers/cap	10		\$1,500	\$15,000		
Provide drum registers	5		\$1,500	\$7,500		Amazon
Balancing				\$5,000		
Register for stairs ducted				\$6,000		
inflate 20%				\$5,600	\$39,100	
Center Supply Duct						
Engineering					\$7,000	
Alu Duct feet 40" rnd	70		\$230	\$16,100		McGill
Drum registers center	10		\$1,500	\$15,000		Amazon
Balancing				\$5,000		
Relocate existing reg/cap	10		\$1,500	\$15,000		
Drum reg perimeter	5		\$1,500	\$7,500		Amazon
inflate 20%				\$9,600	\$68,200	
RePaint Stairs						
				\$139,000		Mandros

Forensic report for Curtain Wall

\$20,000 WJE

Replace Roof

Membrane, insulation, Barrier			\$305,000		\$17,000 Big Horn Roofing
Replace brick wall			\$15,000		Big Horn Roofing
Seal with Closed Cell SPF (feet)	272	\$100.0	\$27,200		
Relace parapet Gypsum (sqft)	388	\$10.00	\$3,880		
Demo Brick Wall			\$3,000		
Cap 4 vertical chases (sqft)	55	\$150	\$8,250		
Demo soffit and put back			\$20,000		
				\$382,330	

New Steel Deck

(see Lower Report) \$345,000 \$345,000 \$34,000 Lower

sub total/design fees			\$1,248,580	\$111,000	
contingency		20%	\$249,716		
			\$1,498,296		
General Contractor O&P		17%	\$254,710		
			\$1,753,006	\$111,000	

Study of Source/Capture of Airborne Chloramines

Introduction

It is all too common to walk into an indoor pool facility and smell “chlorine”. The layman’s typical reaction is that there is too much chlorine in the pool. However, this chlorine odor is not caused by excess chlorine but rather by a chlorine compound called chloramine that is being created in the water and off-gassing from the surface of the pool. The industry has known about chloramine formation for many years, but in recent years it has become more apparent that the tell-tale odor is also the primary cause of facility corrosion and has proven to be a considerable health risk to the pool patrons, lifeguards, coaches and observers. Paddock Pool Equipment Company (PPEC) has designed a system to minimize the level of airborne chloramines which in turn, provides excellent air quality in natatoriums. This report details the processes used in documenting the improvement in air quality at a local Charlotte, NC area natatorium before and after the installation of the Paddock Evacuator™ system.

Defining Chloramine Formation

The chloramine compound is formed in the pool as a chemical reaction between the free chlorine in the pool and nitrogen-containing compounds brought into the pool by bathers. These naturally-occurring nitrogen compounds are contained in sweat, urine, body oils and other proteins released by all users of the pool. As more nitrogen is released into the pool, the waterborne chloramine levels increase, resulting in an increase in chloramine off-gassing, thus creating the odor of chlorine in the room. Additionally, three different chloramines can be created - monochloramine, dichloramine and trichloramine. Trichloramine is the most volatile and will off-gas most quickly.

Over the years, the pool industry’s reaction and recommendations have focused on trying to eliminate chloramines in the water in order to eliminate the off-gassing of these volatile compounds. The most common approach involves “shocking” the pool with high levels of chlorine in an attempt to oxidize the chloramine compounds. Shocking pools has limited success in that adequate oxidation levels are difficult to achieve, and air removal during the process is

vital. Secondary “on-stream” chloramine treatment systems installed in the recirculation piping in the filter room are also common. These include Ozone systems that oxidize the compounds and UV systems that break apart the compounds as the pool water is recirculated. Both of these approaches can be effective; however, their limitations are 1) they only see the water four to six times a day; 2) the chloramine levels in the water are, in effect, reduced by dilution; 3) if the chloramine formation is substantial, off-gassing takes place before treatment can occur. Eliminating chloramines in the water is difficult if not impossible, and chloramine off-gassing occurs even with correct pool water chemistry and properly operating water treatment systems. Once chloramines become airborne, water treatment systems are ineffective.

Additional efforts have been made by facility management to minimize the introduction of nitrogen compounds by mandating swimmers bathing before entering the pool and requiring bathers to get out of the pool for bathroom breaks.

Even with these measures in place, chloramine formation cannot be prevented and still presents a difficult challenge.

Industry Research of Chloramines

A number of studies have documented the amount of nitrogen in sweat and urine and what quantities are released into pools. One study reports that roughly 40% of swimmers will release urine into a swimming pool at an average rate of 25 to 30 ml each. Another shows active swimmers produce large amounts of sweat which contains about 1 gram of nitrogen per liter of sweat.

While it is impossible to predict the level of urine and sweat introduced into pools, practical experience has shown that high bather loads produce high chloramine levels.

The trichloramine mentioned above is very volatile and vaporizes easily at the water’s surface, especially when it is agitated by swimmer activity such as splashing and kicking or where spray features are

Study of Source/Capture of Airborne Chloramines

installed. It is known to be a strong mucous membrane irritant, and it is the primary chloramine compound associated with upper respiratory tract irritation and “Lifeguard Lung”. These trichloramines are heavier than air and hover at the pool surface where swimmers and patrons are exposed to the highest levels of irritants.

Current air handling systems are designed to provide specific volumes of fresh air and evacuate specific amounts of natatorium air. However, most HVAC designs do not specifically address the chloramine problem. At best, most systems merely attempt to mix fresh air in the room and dilute the airborne chloramines to the point where they are tolerable.

The obvious benefits of improved air quality might include:

1. Improved air quality for lifeguards and other employees and patrons
2. Increased oxygen levels available to swimmers
3. Reduced chloramine-associated deterioration of HVAC systems
4. Reduced chloramine-associated deterioration of pool deck equipment
5. Reduced humidity load on HVAC system
6. Reduced energy requirements due to reduced tonnage demand

Source/Capture System Design

The approach PPEC has taken to address the problem of airborne chloramines is unique in the industry. As demonstrated above, it is impossible to prevent chloramine formation, so the focus needs to be in effective airborne chloramine removal. To successfully remove airborne chloramines, they must be captured and removed at their source, the water surface, or, to use an HVAC term, “source/capture”.

A system designed to remove airborne chloramines at, or very near, the water surface should effectively reduce the level of airborne chloramines, thereby improving air quality in the natatorium.

Test Protocol Design

After repeated reports of high chloramine levels, PPEC began making visits to a local Charlotte, NC

area natatorium to study the environment at the pool and provide a solution to the chloramine issue. PPEC interviewed swimmers, pool managers, lifeguards, swim team coaches, aerobics instructors, even parents of swim team members. It was immediately apparent that there was a chloramine problem at the facility. Beyond the physical discomfort factor associated with chloramines, PPEC also discovered accelerated aging of pool and deck equipment, building structure and HVAC system components.

The owner agreed to have this pool be the site for a well-documented study of the source/capture system. It was decided that detailed testing of existing conditions needed to be performed; the Paddock Evacuator™ system would be installed, and then the same testing would be performed.

In order to provide an unbiased analysis, PPEC solicited the help of a respected Environmental Engineering professor at a well-known University to help with designing the test protocol. They enlisted PhD candidates to do the actual testing. A test procedure using gas-phase-transfer of chloramine molecules was agreed upon, and a testing protocol of one test per hour at two predetermined locations in the natatorium was designed.

In addition, one observation was made in the pool gutter itself to give a representative view of the chloramine concentration at the water’s surface. This proved to be rather difficult due to the splashing of swimmers as they made turns in the vicinity of the testing apparatus.



Study of Source/Capture of Airborne Chloramines

Samples were collected hourly at the pool deck level and on a table 40 inches above deck level. Both apparatus were located 54 inches from the pool gutter.

Once baseline data was accumulated, a prototype version of the Paddock Evacuator™ system was installed and activated. After a short period of adjustments, a second series of data was collected to determine chloramine concentration levels after evacuation. A second sample was also collected at the gutter level to serve as a comparison with the initial gutter sample.

Baseline Data

Chart 1 shows the observed levels of airborne chloramines in mg/m³ in the air around the pool deck during a normal period of pool activity.

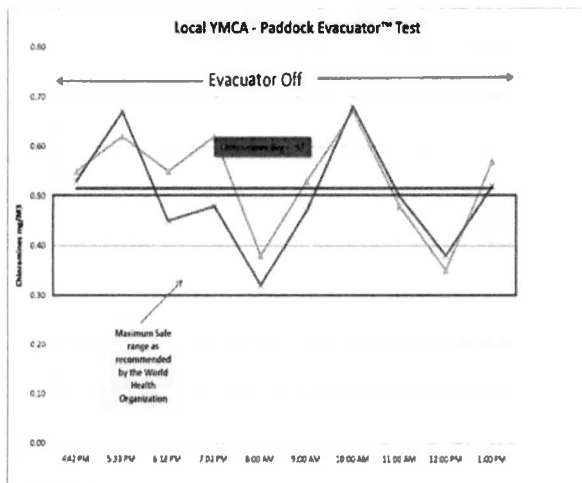


Chart 1

The average level of airborne chloramines observed was .52 mg/m³ with a minimum of .32 mg/m³ and a maximum of .67mg/m³. Chloramines measured in the gutter were .68mg/m³. The World Health Organization recognizes .30 mg/m³ as the minimum “detectable” concentration and .50 mg/m³ as the maximum comfortable concentration before irritation symptoms are documented.



Test Results

After baseline data were collected, the Paddock Evacuator™ system was activated and initial adjustments made. Hourly data samples were again collected. Chart 2 shows the observed levels of airborne chloramines in mg/m³ after turning on the Evacuator system.

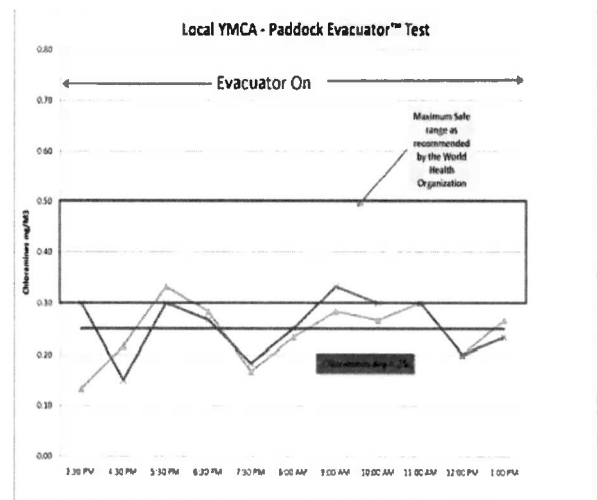


Chart 2

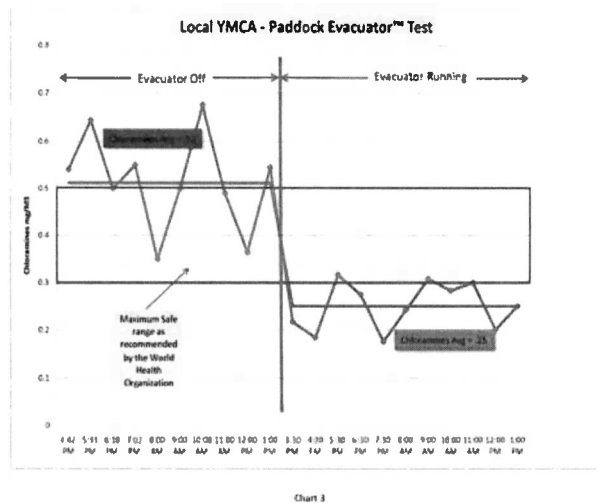
The average level of airborne chloramines observed was .25 mg/m³ with a minimum of .13mg/m³ and a maximum of .33mg/m³. Chloramines measured at the gutter were .66mg/m³.

Temperature, humidity and CO₂ data in the natatorium were also monitored during the duration of the testing.

Study of Source/Capture of Airborne Chloramines

	Evacuator Off			Evacuator On		
	Mean	Std Dev	Var.	Mean	Std Dev	Var.
Temp	83.10	1.12	1.25	82.60	1.07	1.15
RH	54.41	6.63	43.94	38.04	4.16	17.31
CO ₂	524	130	16800	494	51	2558

If baseline data and test period data are compared, one can readily conclude that the Evacuator system effectively removed a majority of airborne chloramines during the testing period. Test results from the pool gutter confirm that the chloramines at the water surface were similar (.68 and .66mg/m³) during the two test periods.



Chloramines and Bather Load

It is commonly assumed that airborne chloramine concentrations are directly related to number of swimmers in a pool. The more swimmers, the higher the chloramine concentration. Observations during the test periods covered by this paper indicate that the activity level of the swimmers has more effect upon airborne chloramines than absolute number of swimmers in the pool.

A small group of very active swim team members created a high level of chloramines, while a very large group of senior aerobics exercisers created a comparatively smaller reading. More testing needs to be conducted to develop a better understanding of the relationships between bather load and airborne chloramine concentrations.

Anecdotal Feedback from Employees and Patrons

Pool employees and patrons were asked to describe, in their own words, how they felt the air quality in the natatorium changed after the installation of the Paddock Evacuator™.

One lifeguard responded, “Since the installation of the Evacuator, the air quality of our pool has improved a lot. It is easier to breathe, and the humidity is less than half what it used to be. The windows are not as foggy, and our eyes are not watering!”

Another lifeguard responded, “I feel that since the Evacuator has been installed, the air doesn’t seem as thick, and the chlorine smell has steadily been dwindling.”

“Some of the patrons at the Y have commented on the chlorine being less strong, and it being easier to breathe. They actually questioned if we have been using less chemicals.”

“Before the Evacuator, I could smell the chlorine as soon as I reached the door to the pool. Now the smell is gone; my eyes are clear, and I don’t get nearly as hot as I used to.”

“When I’m here everyday I’m used to the smell, but when I’m not here on the weekend and come in on Monday, I can smell it. But this last week, I made it a point to pay attention to the smell and could really tell a difference. The smell was not there when I was coming down the hall to my office.”

Conclusions

In this swimming pool facility, high concentrations of airborne chloramines were measured during a controlled test period. These high levels of chloramines were above the safe levels recommended by the World Health Organization. Lifeguards and swimmers regularly commented about the poor air quality contributing to breathing issues.

After installation of the Paddock Evacuator™ system, significantly lower levels of airborne chloramines were measured during another controlled testing period. Lifeguards and swimmers commented

Study of Source/Capture of Airborne Chloramines

that air quality was much improved after the installation of the Evacuator system.

The relationship of bather load to airborne chloramine concentrations was observed, and it was theorized that the bather activity levels are more responsible for chloramine concentrations than actual numbers of bathers. This relationship needs further study.

Path Forward

Much was learned during this controlled test concerning how chloramines are formed in a swimming pool environment and how they may be controlled. To effectively control chloramines in an indoor swimming pool facility, four primary areas must be focussed upon.

1. Pool water chemistry – Free chlorine concentration in pool water should be accurately measured and controlled within the recommended levels of between 1 and 3 mg/l.

High levels of free chlorine are directly related to the formation of chloramines in the water.

2. Air handling system – HVAC systems must be sized correctly and balanced to effectively control temperature and humidity.
3. Airborne chloramine evacuation – Once airborne chloramines are formed, a system such as the Paddock Evacuator™ chloramine removal system should be installed to remove them.
4. Waterborne chloramine control – Once chloramines are formed in pool water, they should be removed by the most efficient manner. Further testing will be conducted to determine the effects of UV photodegradation upon waterborne chloramine concentrations.

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General Financial Information Form

Entity: City of Casper

Assessed Valuation, this FY: \$666,227,496

Total Mills levied, this FY: 8 Mills

What is number of the total mill levied on real property in the Entity's jurisdiction?

The City authorized the levying of 8 mills for property tax through resolution 22-111 for FY23.

What is the Entity's Total bonded and non-bonded indebtedness?

(Including principal balance, interest rate, and remaining term?)

The City does not have any bonded debt. Non Bonded debt - Loan schedule is attached.

What is the Sales and Use Tax levied in the County in which the project is located?

5% - 4% State and 1% Local Option

Total Investments as of:

6/30/2023 \$167,678,313.00

6/30/2021 \$153,186,128.00

6/30/2020 \$120,488,671.00

Citywide - Governmental + Enterprise

Total Cash Balances as of:

6/30/2023 \$9,120,285.00

6/30/2021 \$19,469,609.00

6/30/2020 \$29,683,463.00

Preparer: Jill Johnson Financial Services Director

Name

Title

Date: 2/15/2023

RESOLUTION NO. 23-33

A RESOLUTION AUTHORIZING SUBMISSION OF THE CAPITAL CONSTRUCTION LOAN APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE CITY OF CASPER WYOMING FOR THE PURPOSE OF RECONSTRUCTING THE AQUATICS CENTER ROOF.

WHEREAS, the Governing Body of the City of Casper, Wyoming, desires to participate in the CAPITAL CONSTRUCTION LOAN program to assist in financing the aquatics center roof project (“project”); and,

WHEREAS, the Governing Body of the City of Casper Wyoming recognizes the need for the project; and,

WHEREAS, the CAPITAL CONSTRUCTION LOAN program requires that certain criteria be met, as described in the State Loan and Investment Board’s Rules and Regulations governing the program, and to the best of the Governing Body’s knowledge the application meets those criteria; and,

WHEREAS, the Governing Body of the City of Casper, Wyoming, commits to maintaining the project for the life of the loan; and,

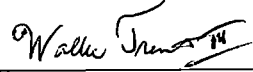
WHEREAS, the Governing Body of the City of Casper, Wyoming, plans to repay the requested CAPITAL CONSTRUCTION LOAN from the following source(s): FY24, FY25, FY26, and FY27 1% Local Option Sales Tax receipts.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That a loan application in the amount of \$1,864,000 for a term of 5 years be submitted to the Office of State Lands and Investments for consideration at the State Loan and Investment Board meeting to assist in funding the reconstruction of the aquatics center roof.

BE IT FURTHER RESOLVED: That the City Manager, is hereby designated as the authorized representative of the City of Casper, Wyoming, to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED, AND ADOPTED on this ____ day of _____, 2023.

APPROVED AS TO FORM:



ATTEST:

Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Bruce Knell
Mayor

February 9, 2023

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

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

SUBJECT: *Settlement Agreement and Release* between the City of Casper, Wyoming, and Westchester Fire Insurance Company.

Meeting Type & Date

Regular Council Meeting
February 21, 2023

Action type

Consideration of the above-described *Settlement Agreement and Release*.

Recommendation

That Council approve the *Settlement Agreement and Release*.

Summary

The City of Casper, Wyoming, and Wyoming Roofing, LLC, signed a Contract dated April 19, 2022, for Wyoming Roofing to perform roof replacement work at Fire Station No. 3 – Project No. 19-034.

On or about May 12, 2022, the Westchester Fire Insurance Company (“Surety”) and issued payment and performance bond no. K40536322 in the penal sum of One Hundred Fifty-Four Thousand, One Hundred One Dollars (\$154,101.00) to guarantee Wyoming Roofing’s performance and payment obligations under the Contract.

On or about June 21, 2022, the City sent correspondence informing the Surety that Wyoming Roofing had ceased operations; that Wyoming Roofing had defaulted under the Contract by not performing; and that the City was making a claim on the Performance Bond.

The City’s allegations in the correspondence concerning Wyoming Roofing are disputed by Wyoming Roofing and the Surety.

The Parties negotiated the dispute and now desire to enter into a *Settlement Agreement and Release* to resolve the matter.

Financial Considerations

Under the terms of the *Settlement Agreement and Release*, the City will receive One Hundred Twenty-Nine Thousand Dollars (\$129,000.00)

Oversight/Project Responsibility

Not applicable.

Attachments

Settlement Agreement and Release

SETTLEMENT AGREEMENT AND RELEASE

This Settlement Agreement and Release (“Settlement Agreement”) is entered into as of _____, 2023, between the City of Casper, Wyoming (the “City”) and Westchester Fire Insurance Company (the “Surety”). The City and the Surety are collectively referred to herein as the “Parties.”

RECITALS

1. The City and Wyoming Roofing, LLC. (“Wyoming Roofing” or “Principal”) entered into a contract dated April 19, 2022, (the “Contract”) for Wyoming Roofing to perform roof replacement work at the City’s (the “City” or “Obligee”) Fire Station No. 3 – project no. 19-034 (the “Project”).

2. On or about May 12, 2022, the Surety issued payment and performance bonds no. K40536322 (the “Bonds”) in the penal sum of \$154,101.00 to guarantee Wyoming Roofing’s performance and payment obligations under the Contract.

3. On or about June 21, 2022, the City sent correspondence to the Surety asserting that Wyoming Roofing had ceased operations; that Wyoming Roofing had allegedly defaulted under the Contract by not performing; and that the City was making a claim on the Performance Bond (the “Bond Claim”). The City’s allegations concerning Wyoming Roofing are disputed by Wyoming Roofing and the Surety based on, *inter alia*, bid discrepancies, the lack of a Project preconstruction meeting, and unknown conditions that may have increased the Project costs and the Contract sum.

4. The Parties desire to enter into this Settlement Agreement in order to provide for payment in full settlement and discharge of all claims relating to the Project, Bonds, and Bond Claim and for the assignment of claims which the City has in regard to Wyoming Roofing’s alleged default under the Contract, upon the terms and conditions set forth herein.

AGREEMENT

The Parties agree as follows:

1. **RELEASE AND DISCHARGE OF THE SURETY BY THE CITY.** In consideration of the payment called for herein and other good and adequate consideration, the City does hereby for itself and its heirs, executors, administrators, predecessors, successors, assigns, branches, subsidiaries, agents, servants, and all other persons, firms, corporations, associations or partnerships and any and all other parties claiming through or under the City, unequivocally and without reservation, releases, acquits, and forever discharges the Surety and its agents, predecessors, successors, servants, heirs, executors, administrators, subsidiaries, obligees, attorneys and all other persons, firms, corporations, associations and partnerships of and from any and all liability, actions, causes of action, claims, demands, damages, costs, loss of services, loss of properties, expenses, compensation and any and all consequential damages or injuries, based on claims sounding in statute, contract, tort or any other legal theory, which the City now has, or

which may hereafter arise, be discovered or accrue, known or unknown, suspected or unsuspected, on account of, relating to, or in any way growing out of 1) the Contract for the Project; 2) the Bonds, and any and all bid bonds (specifically including the bid bond dated March 31, 2022, in the amount of 5% of Wyoming Roofing's bid for the Project), labor and material bonds, contractor's license bonds, and any other surety bonds with respect to the Contract and/or the Project; and/or 3) the Bond Claim. As set forth more fully below, this release constitutes a general release.

2. **GENERAL RELEASE.** The City hereby acknowledges and agrees that the Release and Discharge set forth above in paragraph 1 is a general release and it further expressly waives and assumes the risk of any and all claims for damages which exist as of this date, but of which the City does not know or suspect to exist, whether through ignorance, oversight, error, negligence, or otherwise, and which, if known, would materially affect the City's decision to enter into this Settlement Agreement. The City further agrees that the City has accepted the benefit of the payment of the sum specified herein as a complete compromise of matters involving the Bond Claim and disputed issues of law and fact, and the City assumes the risk that the facts or law may be otherwise than the City believes. It is understood and agreed by the City that this settlement is a compromise of the disputed Bond Claim, and the payment provided for herein is not to be construed as an admission of liability on the part of the Surety, by whom liability is expressly denied.

3. **LIMITED RELEASE OF THE CITY BY THE SURETY.** In consideration of the City's settlement of claims against the Surety and for other good and adequate consideration, the Surety does hereby for itself and its heirs, executors, administrators, predecessors, successors, assigns, branches, subsidiaries, agents, servants, and all other persons, firms, corporations, associations or partnerships and any and all other parties claiming through or under the Surety, unequivocally and without reservation, releases, acquits, and forever discharges the City and its agents, predecessors, successors, servants, heirs, executors, administrators, subsidiaries, obligees, attorneys and all other persons, firms, corporations, associations and partnerships of and from any and all liability, actions, causes of action, claims, demands, damages, costs, loss of services, loss of properties, expenses, compensation and any and all consequential damages or injuries, based on claims sounding in statute, contract, tort or any other legal theory, which the Surety now has, or which may hereafter arise, be discovered or accrue, known or unknown, suspected or unsuspected, on account of, relating to, or in any way growing out of the Bonds and/or Contract for the Project.

Nothing herein shall be construed as a waiver of any of the Surety's rights under any General Agreement of Indemnity or related contract between the Surety, bond principal/indemnitor Wyoming Roofing, and any individual indemnitor – including, but not limited to Jeffrey Johnson.

4. **WARRANTY OF CAPACITY TO EXECUTE AGREEMENT.**

A. Each person executing this Settlement Agreement warrants that he/she is such person and that he/she is fully competent and legally empowered to execute and deliver this Agreement on behalf of the respective Parties. Further, each Party represents that it has full authority to release the other from any and all claims released by this Agreement.

B. The City further represents and warrants that no other person or entity has or has

had any interest to the claims, demands, obligations, or causes of action referred to in this Settlement Agreement, except as otherwise set forth herein, and that the City has the sole, right and authority to execute this Settlement Agreement and receive the sums specified herein, and that the City has not sold, assigned, transferred, conveyed or otherwise disposed of any of the claims, demands, obligations, or causes of action released or referred to in this Settlement Agreement.

5. **PAYMENT**. In consideration of the releases and assignments set forth above, the Surety hereby agrees to deliver to the City the following sums in the following manner: One Hundred Twenty-Nine Thousand Dollars (\$129,000.00) (the "Settlement Payment") within fifteen (15) business days of full execution of this Settlement Agreement.

6. **ENTIRE AGREEMENT AND SUCCESSORS IN INTEREST**. The Settlement Agreement contains the entire agreement between the Parties relating to the Project, Contract, Bonds, and Bond Claims. Further, the terms of this Settlement Agreement are contractual and not a mere recital. This Settlement Agreement shall be binding upon and inure to the benefit of the executors, administrators, personal representatives, devisees, agents, employees, officers, directors, trustees, conservators, guardians, beneficiaries, heirs, successors and assigns of each.

7. **NO ADMISSION OF LIABILITY**. It is understood and agreed that this Settlement Agreement is a compromise of disputed claims, and that payment thereon is not to be construed as an admission of liability on the part of the Parties or Wyoming Roofing, by whom liability is expressly denied.

8. **MISTAKE**. The Parties expressly assume all risks that this Settlement Agreement was a result of any mistake of any kind, waiving all claims or defenses based upon the doctrine of mistake. This Settlement Agreement shall act as an accord and satisfaction with respect to the Parties and all claims designated herein.

9. **SEVERABILITY**. If any provision of this Settlement Agreement shall be held by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected or impaired thereby.

10. **HEADINGS**. The headings of the various paragraphs contained herein are for convenience of reference only and shall not affect the meaning or construction of any of the provisions of this Settlement Agreement.

11. **CONSTRUCTION OF SETTLEMENT AGREEMENT**. Except to the extent modified herein, this entire Settlement Agreement shall be construed and interpreted in accordance with the laws of the State of Wyoming. Further, the language of this Settlement Agreement shall be construed as a whole, according to its intent, and not strictly for or against any of the Parties, regardless of who drafted or was primarily responsible for drafting any of the language in this Settlement Agreement. The Parties acknowledge that they have been given the opportunity to object to, request modification of, or reject any clause or provision herein to which they do not agree. Should any Court find any provision in this Settlement Agreement to be ambiguous, then such provision shall be construed in the broadest possible manner.

12. **REPRESENTATION OF COMPREHENSION OF DOCUMENT.** In entering into this Settlement Agreement, each individual undersigned represents that he has relied upon the legal advice of his attorneys, who were the attorneys of his own choice, and that the terms of the Settlement Agreement have been completely read and explained to him by his attorneys, and that the terms are fully understood and voluntarily accepted by him, and that he has signed the Settlement Agreement as his own free act, and on behalf of the applicable Party. No Party has relied upon any statements or representations made by the other or any of its agents, attorneys, employees or other persons representing that Party in entering into this Settlement Agreement.

13. **NO REPRESENTATION AS TO TAX CONSEQUENCES OR OTHER MATTERS.** The Parties enter into this Agreement without reliance upon any statements or representations by the other Party or that Party's attorneys concerning the nature and extent of any damages, legal liability, tax consequences or any other matter except as contained in this Settlement Agreement. Each Party, as applicable, voluntarily agrees to assume the risk and obligation to pay any and all taxes due as the result of receiving the settlement funds referenced herein.

14. **ATTORNEY FEES AND COSTS.** It is understood and agreed that each party hereto shall not claim from the other any of its own attorneys' fees and costs arising from the claims released herein. In no way is this provision or this Settlement Agreement intended to limit the Surety's ability to recover any and all losses it incurs from Wyoming Roofing, Jeffrey Johnson, and/or other individual indemnitors regarding the Bonds.

15. **ADDITIONAL DOCUMENTS.** The Parties agree to cooperate fully and execute any and all supplementary documents which may be necessary or appropriate to give full force and effect to the terms of this Settlement Agreement.

16. **COUNTERPARTS.** This Settlement Agreement may be executed in any number of counterparts, each of which, when so executed, shall be deemed to be an original and all of which, taken together, shall constitute one and the same agreement.


17. **EFFECTIVENESS.** This Settlement Agreement shall become effective following its full execution by the Parties.

18. **GOVERNMENTAL IMMUNITY.** Subject to the release of the Surety provided for herein, the City does not waive any governmental immunity right or rights the City 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 immunities and defenses against Wyoming Roofing that the City may have pursuant to the Wyoming Governmental Claims Act.

[signature pages follow]

Signature Page for the City of Casper, Wyoming

APPROVED AS TO FORM



Wallace Trembath
Deputy City Attorney for Casper, Wyoming

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this _____ day of _____, 2023, by Bruce Knell as the Mayor of the City of Casper.

(Seal, if any)

(Signature of notarial officer)

Title (and Rank)

RESOLUTION NO. 23-34

A RESOLUTION AUTHORIZING A SETTLEMENT AGREEMENT AND RELEASE BETWEEN THE CITY OF CASPER, WYOMING, AND WESTCHESTER FIRE INSURANCE COMPANY

WHEREAS, the City of Casper, Wyoming, and Wyoming Roofing, LLC signed a Contract dated April 19, 2022, for Wyoming Roofing to perform roof replacement work at Fire Station No. 3 – Project No. 19-034; and,

WHEREAS, on or about May 12, 2022, Westchester Fire Insurance Company (“Surety”) issued payment and performance bond no. K40536322 in the penal sum of One Hundred Fifty-Four Thousand, One Hundred One Dollars (\$154,101.00) to guarantee Wyoming Roofing’s performance and payment obligations under the Contract; and,

WHEREAS, on or about June 21, 2022, the City sent correspondence informing the Surety that Wyoming Roofing had ceased operations; that Wyoming Roofing had defaulted under the Contract by not performing; and that the City was making a claim on the Performance Bond; and,

WHEREAS, The City’s allegations in the correspondence concerning Wyoming Roofing are disputed by Wyoming Roofing and the Surety; and,


WHEREAS, the Parties negotiated the dispute and now desire to enter into a *Settlement Agreement and Release* to resolve the matter; and,

WHEREAS, under the terms of the *Settlement Agreement and Release*, the City will receive One Hundred Twenty-Nine Thousand Dollars (\$129,000.00).

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, the *Settlement Agreement and Release* described herein.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2023.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING,
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

February 17, 2023

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

FROM: Liz Becher, Community Development Director *LB*
Scott Dresher, Transit Manager
Pam Jones, Grants Specialist

SUBJECT: Approval and Adoption of Public Transportation Agency Safety Plan

Meeting Type & Date:

Regular Council Meeting, February 21, 2023

Action Type:

Resolution

Recommendation:

That Council, by Resolution, approve and adopt the Public Transportation Agency Safety Plan (PTASP) for the bus transit operation in the Casper urbanized area.

Summary:

The City of Casper is a recipient of funding from the Federal Transit Administration (FTA) and Wyoming Department of Transportation (WYDOT) to provide public transit services in the Casper urbanized area. As an operator of a public transportation system, the City is required to draft a safety plan in accordance with 49 C.F.R. Part 673, which describes its policies, accountabilities, measurements, safety performance targets, and promotion of safety activities to its employees and the general public. The City of Casper is accountable for annual compliance reporting of its PTASP to WYDOT, prior to any grant applications.

The Metropolitan Planning Organization (MPO) is the fiscal agent for the City of Casper's FTA and WYDOT grant funds for transit operations in the Casper urbanized area. The MPO Policy Committee passed a motion at their February 16, 2023 meeting to approve the PTASP and move it forward for approval and adoption by the Casper City Council.

Financial Considerations:

There are no financial impacts recommended in the PTASP.

Oversight/Project Responsibility:

Casper Area Transit Team Members – Scott Dresher, Manager

Attachment:

Public Transportation Agency Safety Plan

City of Casper | Casper Area Transit



Public Transportation Agency Safety Plan February 2023

PTASP Document Activity Log

Version Number	Reason for Change	Section / Pages Affected	Date
0	Initial Draft / Document Origination	Entire Document	February 2023

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City of Casper | Casper Area Transit
Public Transportation Agency Safety Plan

1. Transit Agency Information

Name	Casper Area Transit
Address	1715 East 4 th Street Casper, WY 82601
Name and Title of the Accountable Executive	J. Carter Napier, City Manager
Name of Chief Safety Officer or SMS Executive	Ethan Yonker, Risk Manager
Mode(s) of Service Covered by This Plan	Deviated fixed-route, Demand response door-to-door, Complementary ADA Paratransit
List All FTA Funding Types (e.g., 5307, 5337, 5339)	5307, 5311, 5339
Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)	Deviated fixed-route, Complementary ADA Paratransit, Demand response door-to-door
Does the agency provide transit services on behalf of another transit agency or entity?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Name and Address of Transit Agency(ies) or Entity(ies) for Which Service is Provided	Not Applicable
	Description of Arrangement(s) Not Applicable

2. Plan Development, Approval, and Updates

Name of Person Who Drafted This Plan Scott Dresher, Public Transit Manager

Signature of Accountable Executive **Date of Signature**

Signature by the Accountable Executive

J. Carter Napier
City Manager

Name of Entity That Approved This Plan **Date of Approval**

Approval by the Board of Directors or an Equivalent Authority Casper City Council

Relevant Documentation (Title and Location)

Name of Individual / Entity That Certified This Plan **Date of Certification**

Certification of Compliance Wyoming Department of Transportation (WYDOT)

Relevant Documentation (Title and Location)

Version Number and Updates

Record the complete history of successive versions of this plan.

Version Number	Section / Pages Affected	Reason for Change	Date Issued
1	All	New Document	February 2023

Annual Review and Update of the Public Transportation Agency Safety Plan (PTASP)

City of Casper | Casper Area Transit
Public Transportation Agency Safety Plan

Describe the process and timeline for conducting an annual review and update of the Public Transportation Agency Safety Plan.

In the interest of safety and security, and in order to comply with the statutory requirements the City of Casper has developed and adopted this PTASP that complies with established standards set forth in Part 673. The PTASP is intended to document the policies, functions, and responsibilities of its transit operation on an annual basis necessary to achieve a high degree of system safety, and applies to all areas of the transportation system including procurement, administration, operations, and maintenance since assuming full operation of the Transit operations. Every member of management and every employee has a role in providing the highest level of safety with the Accountable Executive having the ultimate responsibility for the safety of the agency.

3. Safety Performance Targets

Safety Performance Targets

Specify performance targets based on the safety performance measures established under the National Public Transportation Safety Plan.

Mode of Transit Service	Fatalities (Total)	Fatalities Per Revenue Mile (Rate)	Injuries (Total)	Injuries Per Revenue Mile (Rate)	Safety Events (Total)	Safety Events Per Revenue Mile (Rate)	System Reliability
Fixed Route	0	0/100,000	5	5/100,000	7 or fewer	7/100,000	8000
Demand Response	0	0/100,000	1	1/100,000	1 or fewer	1/100,000	8000
Complementary ADA Paratransit	0	0/100,000	1	1/100,000	1 or fewer	1/100,000	8000

Safety Performance Target Coordination

Describe the coordination with the State and Metropolitan Planning Organization(s) (MPO) in the selection of State and MPO safety performance targets.

State departments of transportation are mandated by the Moving Ahead for Progress in the 21st Century Act (MAP-21) and the Fixing America’s Surface Transportation (FAST) Act to regularly consider performance-based measurements regarding planning and programming. State and MPOs must coordinate target selection regarding transit safety and transit state of good repair to the maximum extent possible in order to ensure consistent adherence to public transportation related performance-based provisions.

FTA itself does not develop performance targets for the transit industry, instead relying on performance measures. Thus, each operator of transportation systems must coordinate with State

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agencies and MPOs to set targets. Targets set serve to guide transit agencies, States, and MPOs with methods for prioritization of transportation investment and improvement. Working together, State agencies, MPOs, and transit agencies should set goals to prioritize capital investments that help make safety performance more reachable in a predictable and reliable manner. FTA enforces these goals through Triennial Reviews and State Management Reviews to ensure that the existing State and MPO certification process is followed.

Casper Area Transit is utilizing the safety targets previously identified by WYDOT in 2018. WYDOT and the Casper Area MPO review these safety targets every four years. The targets are currently under review as of February 2023.

Targets Transmitted to the State	State Entity Name	Date Targets Transmitted
	WYDOT – Wyoming Department of Transportation	
Targets Transmitted to the Metropolitan Planning Organization(s)	Metropolitan Planning Organization Name	Date Targets Transmitted
	Casper Area Metropolitan Planning Organization	

4. Safety Management Policy

Safety Management Policy Statement

Use the written statement of safety management policy, including safety objectives.

Safety is a core value at WYDOT and the City of Casper, and managing safety is a core business function for public transportation in the Casper Area. We will develop, implement, maintain, and continuously improve processes to ensure the safety of transit customers, employees, and the public. Our safety objectives are the following:

- Management commitment
- Communication and training
- Responsibility and accountability
- Contractor oversight
- Employee reporting
- Performance measures
- Annual review and evaluation

Safety Management Policy Communication

Describe how the safety management policy is communicated throughout the agency. Include dates where applicable.

Casper Area Transit employees receive ongoing safety training through Wyoming Association of Risk Management (WARM), emails from the Risk Management division, and citywide safety improvement processes from the City of Casper Safety Committee. Copies of potential safety hazard awareness are posted on bulletin boards throughout the transit office. The City of Casper has incorporated review and distribution of Safety Policies into new-hire training and annually during WARM training. Casper Area Transit hosts pop-up safety meetings as deemed appropriate based on recent incidents citywide.

Transit is working with WARM to develop a Situational Awareness course. The City of Casper Transit Manager actively serves on the safety committee.

Authorities, Accountabilities, and Responsibilities

Describe the role of the following individuals for the development and management of the transit agency's Safety Management System (SMS).

Accountable Executive	J. Carter Napier, City Manager
Chief Safety Officer or SMS Executive	Ethan Yonker, Risk Manager
Agency Leadership and Executive Management	Liz Becher, Community Development / Transit Director
Key Staff	Scott Dresher, Public Transit Manager William Biggs, Transit Operations Supervisor

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Employee Safety Reporting Program

Describe the process and protections for employees to report safety conditions to senior management. Describe the employee behaviors that may result in disciplinary action (and therefore, are excluded from protection).

ESRP encourages employees who identify safety concerns in their day-to-day duties to report them to senior management in good faith without fear of retribution. There are many ways employees can report safety conditions:

- Report conditions directly to dispatch via radio communication
- Report conditions directly to management, supervisor, or director
- Report in writing via daily vehicle inspection forms

Employee behaviors that may result in disciplinary action:

- Failure to utilize safety equipment such as seat belts
- Willful participation in illegal activity, such as assault or theft
- Gross negligence, such as knowingly utilizing equipment for purposes other than intended such that people or property are put at risk
- Deliberate or willful disregard of regulations or procedures, such as reporting to work under the influence of controlled substances
- Accident, incident, near-miss occurrences, and any type of collision (fault or no-fault)

5. Safety Risk Management

Safety Risk Management Process

Describe the Safety Risk Management process, including:

- *Safety Hazard Identification: The methods or processes to identify hazards and consequences of the hazards.*
- *Safety Risk Assessment: The methods or processes to assess the safety risks associated with identified safety hazards.*
- *Safety Risk Mitigation: The methods or processes to identify mitigations or strategies necessary as a result of safety risk assessment.*

The Safety Risk Management (SRM) process is primarily a method to ensure the safety of operations, passengers, employees, vehicles, and facilities. It is a process whereby hazards and their consequences are identified, assessed for potential safety risk, and resolved in a manner acceptable to leadership. The SRM process allows careful examination of what could cause harm and determine whether sufficient precautions have been taken to minimize the harm, or if further mitigations are necessary.

The Chief Safety Officer (CSO) assists the Transit Manager in the SRM process, working with the Safety Committee to identify hazards and consequences, assess safety risk of potential consequences, and mitigate safety risk. The results of an SRM process should be documented. The SRM process applies to all elements of the system including operations and maintenance; facilities and vehicles; and personnel recruitment, training, and supervision.

Safety Hazard Identification

The Executive Director, Public Transit Manager, and Transit Operations Supervisor will identify safety hazards on an ongoing basis. Hazards can be identified through a variety of means including:

- ESRP
- Review of vehicle camera footage
- Review of monthly performance data and safety performance targets
- Observations from supervisors
- Maintenance reports
- Comments from customers, passengers, and third parties, including insurance pool and vendors
- Safety Committee, Drivers, and Staff Meetings
- Results of audits and inspections of vehicles and facilities
- Results of training assessments
- Investigations into safety events, incidents, and occurrences and
- Federal Transit Administration (FTA), WYDOT, and other citywide oversight authorities

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When a safety concern is observed by management or supervisory personnel, whatever the source, it is reported to the CSO. Procedures for reporting hazards to the CSO are reviewed during Staff Meetings and in the Safety Committee. The Transit Manager shares employee reports from the ESRP, customer comments related to safety, and the dispatch daily Operations Log, as necessary, with the CSO. The CSO reviews these sources for hazards and documents them in the Safety Risk Register.

The CSO also may enter hazards into the Safety Risk Register based on the review of operations and maintenance, the results of audits and observations, and information received from FTA, WYDOT, and other oversight authorities, as well as the National Transportation Safety Board.

Safety Risk Assessment

When system hazards have been identified, the Chief Safety Officer or Transit Manager will perform a safety risk assessment, which categorizes hazards based on severity and probability of occurrence. Hazard severity is a subjective measure of the consequences of a risk, supported by factual data, and will be categorized as follows:

Severity Categories

Description	Category	Hazard Severity
Catastrophic	I	Could result in one or more of the following: multiple deaths, permanent total disability, irreversible significant environmental impact or monetary greater than or equal to \$1,000,000.
Critical	II	Could result in one or more of the following: death, permanent partial disability, injuries or occupational illness that may result in hospitalization of at least three personnel, reversible significant environmental impact, or monetary loss equal to or exceeding \$100,000 but less than \$1,000,000.
Marginal	III	Could result in one or more of the following: injury or occupational illness resulting in one or more lost work day(s), reversible moderate environmental impact, or monetary loss equal to or exceeding \$1,000 but less than \$100,000.
Negligible	IV	Could result in one or more of the following: injury or occupational illness not resulting in a lost work day, minimal environmental impact, or monetary loss less than \$1,000.

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Hazard probability is a subjective measure of likelihood that a specific hazard will occur and will be categorized as follows:

Likelihood Levels

Description	Level	Individual Item	System or Vehicle Fleet
Frequent	A	Likely to occur often in the life of an item	Continuously experienced. Potential consequence may be experienced more than once in 500 operating hours.
Probable	B	Will occur several times in the life of an item.	Will occur frequently. Potential consequence may be experienced once between 500 and 6,000 operating hours.
Occasional	C	Likely to occur sometime in the life of an item	Will occur several times. Potential consequence may be experienced once between 6,000 and 60,000 operating hours.
Remote	D	Unlikely but possible to occur in the life of an item.	Unlikely but can reasonably be expected to occur. Potential consequence may be experienced once between 60,000 and 180,000 operating hours.
Extremely Remote	E	So unlikely it can be assumed occurrence may not be experienced in the life of an item.	Unlikely to occur, but possible.

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Safety Risk Mitigation

Once hazards are identified and categorized for severity and likelihood, subsequent analysis will be undertaken to resolve the issue and minimize risk associated with the identified hazards. A hazard resolution matrix will be developed combining hazard severity and hazard frequency, as illustrated in the risk assessment matrix below, to identify the level of acceptance for a specific hazard or risk:

Risk Assessment Matrix

Likelihood / Severity	Catastrophic (I)	Critical (II)	Marginal (III)	Negligible (IV)
Frequent (A)	High	High	High	Medium
Probable (B)	High	High	Medium	Medium
Occasional (C)	High	Medium	Medium	Low
Remote (D)	Medium	Medium	Low	Low
Improbable (E)	Low	Low	Low	Low

Safety Risk Index	Criteria by Index
HIGH	<u>Unacceptable—Action Required:</u> Safety risk must be mitigated or eliminated.
MEDIUM	<u>Undesirable—Management Decision:</u> Executive management must decide whether to accept safety risk with monitoring or require additional actions.
LOW	<u>Acceptable with Review:</u> Safety risk is acceptable pending management review.

The results of the analysis will be documented and discussed with the Chief Safety Officer, Transit Manager, and Executive Management on an ongoing basis to identify appropriate actions. All ‘unacceptable’ hazards must be mitigated and measures will be taken for the remaining risk acceptance categories to minimize risk. The results of such analysis will be shared agency wide on a quarterly basis for awareness and support.

6. Safety Assurance

Safety Performance Monitoring and Measurement

Describe activities to monitor the system for compliance with procedures for operations and maintenance.

Following are processes put in place to monitor the transit system for compliance with operations and maintenance procedures, including:

- Safety audits
- Informal inspections
- Regular review of onboard camera footage to assess drivers and specific incidents (as available)
- Safety surveys
- Employee Safety Reporting Program (ESRP)
- Investigation of safety occurrences
- Safety review prior to the launch or modification of any facet of service
- Daily data gathering and monitoring of data related to the delivery of service, and
- Regular vehicle inspections and preventative maintenance

Results from the above processes are compared against recent performance trends by the CSO to determine where action needs to be taken. The CSO enters any identified non-compliant or ineffective activities, including mitigations, back into the SRM process for reevaluation by the Safety Committee.

Describe activities to monitor operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.

The Transit Manager monitors safety risk mitigations to determine if they have been implemented and are effective, appropriate, and working as intended. The Transit Manager maintains a list of safety risk mitigations in the Safety Risk Register. The mechanism for monitoring safety risk mitigations varies depending on the mitigation.

The CSO establishes one or more mechanisms for monitoring safety risk mitigations as part of the mitigation implementation process and assigns monitoring activities to the appropriate director, manager, or supervisor. These monitoring mechanisms may include tracking a specific metric on daily, weekly, or monthly logs or reports; conducting job performance observations; or other activities. The CSO will endeavor to make use of existing processes and activities before assigning new information collection activities.

The CSO and Safety Committee will review the performance of individual safety risk mitigations during Safety Committee meetings, based on the reporting schedule determined for each mitigation, and determine if a specific safety risk mitigation is not implemented or performing as intended. If the mitigation is not implemented or performed as intended, the CSO and Safety Committee will propose a course of action to modify the mitigation or take other

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action to manage the safety risk. The Transit Manager or Agency Leadership will approve or modify this proposed course of action and oversee its execution.

The CSO and Safety Committee also monitors operations on a large scale to identify mitigations that may be ineffective, inappropriate, or not implemented as intended by:

- Reviewing results from accident, incident, and occurrence investigations
- Monitoring employee safety reporting
- Reviewing results of internal safety audits and inspections and
- Analyzing operational and safety data to identify emerging safety concerns

The Transit Manager works with the CSO, Safety Committee, and Accountable Executive to carry out and document all monitoring activities and determine their effectiveness at mitigating risk.

Describe activities to conduct investigations of safety events, including the identification of causal factors.

Documented procedures are maintained for conducting safety investigations of events (accidents, incidents, and occurrences, as defined by FTA) to find causal and contributing factors and review the existing mitigations in place at the time of the event. These procedures also reflect all traffic safety reporting and investigation requirements established by Wyoming's Department of Motor Vehicles.

The CSO maintains all documentation of investigation policies, processes, forms, checklists, activities, and results. As detailed in the procedures, an investigation report is prepared and sent to the Safety Leadership / Incident Investigation Team for integration into their analysis of the event.

The Safety Leadership / Incident Investigation Team may consist of members that represent management, the union, operations, and maintenance. The Safety Leadership / Incident Investigation Team Review Board determines whether:

- The accident was preventable or non-preventable
- Personnel require discipline or retraining
- The causal factor(s) indicate(s) that a safety hazard contributed to or was present during the event and
- The accident appears to involve underlying organizational causal factors beyond just individual employee behavior.

In the case of all events, drivers are required to contact management or the dispatch office. Following an accident, safety sensitive employees will be escorted to the selected testing site as soon as possible. Casper Area Transit aims to follow all FTA rules regarding post-incident testing procedures.

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Describe activities to monitor information reported through internal safety reporting programs.

The CSO and Safety Committee routinely review safety data captured in employee safety reports, safety meeting minutes, customer complaints, and other safety communication channels. When necessary, the CSO and Safety Committee ensure that the concerns are investigated or analyzed through the SRM process.

The CSO and Safety Committee also review internal and external reviews, including audits and assessments, with findings concerning safety performance, compliance with operations and maintenance procedures, or the effectiveness of safety risk mitigations.

Management of Change (Not Required for Small Public Transportation Providers)

Describe the process for identifying and assessing changes that may introduce new hazards or impact safety performance.

Not applicable

Continuous Improvement (Not Required for Small Public Transportation Providers)

Describe the process for assessing safety performance. Describe the process for developing and carrying out plans to address identified safety deficiencies.

Not applicable

7. Safety Promotion

Competencies and Training

Describe the safety training program for all agency employees and contractors directly responsible for safety.

Comprehensive safety training program applies to all employees directly responsible for safety, including:

- Bus vehicle operators
- Dispatchers
- Maintenance technicians
- Managers and supervisors
- Agency Leadership and Executive Management
- CSO and
- Accountable Executive

Resources are dedicated to conducting a comprehensive safety training program, as well as training on SMS roles and responsibilities. The scope of the safety training, including annual refresher training, is appropriate to each employee's individual safety-related job responsibilities and role in the SMS.

Operations safety-related skill training includes the following:

- New-hire bus vehicle operator classroom and hands-on skill training
- Bus vehicle operator refresher training
- Bus vehicle operator retraining (recertification or return to work)
- Classroom and on-the-job training for dispatchers
- Classroom and on-the-job training for operations supervisors and managers, and
- Accident investigation training for operations supervisors and managers.
- Vehicle maintenance safety-related skill training includes the following:
- Ongoing vehicle maintenance technician skill training
- Ongoing skill training for vehicle maintenance supervisors
- Accident investigation training for vehicle maintenance supervisors
- Ongoing hazardous material training for vehicle maintenance technicians and supervisors, and training provided by vendors.

The Accountable Executive and Agency Leadership and Executive Management team must complete FTA's Safety Management Systems (SMS) Awareness online training.

Casper Area Transit utilizes and follows the WYDOT / WYTRANS training requirements for recertification and refresher training and testing of employees.

Remedial Testing and Training

Retraining is required for employees who are involved in an accident or incident regardless of fault or no fault or preventability or non-preventability. Employees involved in an accident shall be required to complete a minimum of two (2) hours of retraining specific to the accident.

Safety Communication

Describe processes and activities to communicate safety and safety performance information throughout the organization.

The CSO and Transit Manager coordinate safety communication activities for the SMS. Activities focus on the three categories of communication activity established in 49 CFR Part 673:

- Communicating safety and safety performance information throughout the agency: Information is communicated on safety and safety performance through newsletters and during Staff Meetings along with a permanent agenda item in all monthly Drivers' Meetings dedicated to safety. Information typically conveyed during these meetings includes safety performance statistics, lessons learned from recent occurrences, upcoming events that may impact service or safety performance, and updates regarding SMS implementation. Also, requests for information from drivers during these meetings, which is recorded in meeting minutes. Finally, the Director of Human Resources and Training posts safety bulletins and flyers on the bulletin boards located in all bus operator and maintenance technician break rooms, advertising safety messages and promoting awareness of safety issues.
- Communicating information on hazards and safety risks relevant to employees' roles and responsibilities throughout the agency: As part of new-hire training, safety policies and procedures are distributed, included in the Employee Handbook, to all employees. Training is provided on these policies and procedures and discussed during safety talks between supervisors and bus operators and vehicle technicians. For newly emerging issues or safety events at the agency, the CSO issues bulletins or messages to employees that are reinforced by supervisors in one-on-one or group discussions with employees.
- Informing employees of safety actions taken in response to reports submitted through the ESRP: Targeted communication to inform employees of safety actions taken in response to reports submitted through the ESRP is provided, including handouts and flyers, safety talks, updates to bulletin boards, and one-on-one discussions between employees and supervisors.

8. Additional Information

Supporting Documentation

Include or reference documentation used to implement and carry out the Safety Plan that are not included elsewhere in this Plan.

Any documentation will be maintained which is related to the implementation of the SMS; the programs, policies, and procedures used to carry out this Agency Safety Plan; and the results from the SMS processes and activities for three years after creation. They will be available to the FTA, WYDOT, or other Federal or oversight entities upon request.

9. Definitions of Special Terms Used in the Safety Plan

The following are all of FTA's definitions that are in 49 CFR § 673.5 of the Public Transportation Agency Safety Plan regulation. Not all definitions will apply to this specific plan.

- **Accident** means an Event that involves any of the following: A loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; a runaway train; an evacuation for life safety reasons; or any derailment of a rail transit vehicle, at any location, at any time, whatever the cause.
- **Accountable Executive** means a single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of a public transportation agency; responsibility for carrying out the agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the agency's Public Transportation Agency Safety Plan, in accordance with [49 U.S.C. 5329\(d\)](#), and the agency's Transit Asset Management Plan in accordance with [49 U.S.C. 5326](#).
- **Chief Safety Officer** means an adequately trained individual who has responsibility for safety and reports directly to a transit agency's chief executive officer, general manager, president, or equivalent officer. A Chief Safety Officer may not serve in other operational or maintenance capacities, unless the Chief Safety Officer is employed by a transit agency that is a small public transportation provider as defined in this part, or a public transportation provider that does not operate a rail fixed guideway public transportation system.
- **Equivalent Authority** means an entity that carries out duties similar to that of a Board of Directors, for a recipient or subrecipient of FTA funds under 49 U.S.C. Chapter 53, including sufficient authority to review and approve a recipient or subrecipient's Public Transportation Agency Safety Plan.
- **Event** means any Accident, Incident, or Occurrence.
- **FTA** means the Federal Transit Administration, an operating administration within the United States Department of Transportation.
- **Hazard** means any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.

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- **Incident** means an event that involves any of the following: A personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.
- **Investigation** means the process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.
- **National Public Transportation Safety Plan** means the plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53.
- **Occurrence** means an Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency.
- **Operator** of a public transportation system means a provider of public transportation as defined under [49 U.S.C. 5302\(14\)](#).
- **Performance measure** means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.
- **Performance target** means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the Federal Transit Administration (FTA).
- **Public Transportation Agency Safety Plan** means the documented comprehensive agency safety plan for a transit agency that is required by [49 U.S.C. 5329](#) and this part.
- **Rail fixed guideway public transportation system** means any fixed guideway system that uses rail, is operated for public transportation, is within the jurisdiction of a State, and is not subject to the jurisdiction of the Federal Railroad Administration, or any such system in engineering or construction. Rail fixed guideway public transportation systems include but are not limited to rapid rail, heavy rail, light rail, monorail, trolley, inclined plane, funicular, and automated guideway.
- **Rail transit agency** means any entity that provides services on a rail fixed guideway public transportation system.
- **Risk** means the composite of predicted severity and likelihood of the potential effect of a hazard.
- **Risk mitigation** means a method or methods to eliminate or reduce the effects of hazards.
- **Safety Assurance** means processes within a transit agency's Safety Management System that functions to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.
- **Safety Management Policy** means a transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities of its employees in regard to safety.
- **Safety Management System (SMS)** means the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards.

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- **Safety Management System (SMS) Executive** means a Chief Safety Officer or an equivalent.
- **Safety performance target** means a Performance Target related to safety management activities.
- **Safety Promotion** means a combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.
- **Safety risk assessment** means the formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.
- **Safety Risk Management** means a process within a transit agency's Public Transportation Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating safety risk.
- **Serious injury** means any injury which:
 - Requires hospitalization for more than 48 hours, commencing within 7 days from the date of the injury was received;
 - Results in a fracture of any bone (except simple fractures of fingers, toes, or noses);
 - Causes severe hemorrhages, nerve, muscle, or tendon damage;
 - Involves any internal organ; or
 - Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.
- **Small public transportation provider** means a recipient or subrecipient of Federal financial assistance under [49 U.S.C. 5307](#) that has one hundred (100) or fewer vehicles in peak revenue service and does not operate a rail fixed guideway public transportation system.
- **State** means a State of the United States, the District of Columbia, Puerto Rico, the Northern Mariana Islands, Guam, American Samoa, and the Virgin Islands.
- **State of good repair** means the condition in which a capital asset is able to operate at a full level of performance.
- **State Safety Oversight Agency** means an agency established by a State that meets the requirements and performs the functions specified by [49 U.S.C. 5329\(e\)](#) and the regulations set forth in [49 CFR part 674](#).
- **Transit agency** means an operator of a public transportation system.
- **Transit Asset Management Plan** means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation, as required by [49 U.S.C. 5326](#) and [49 CFR part 625](#).

10. List of Acronyms Used in the Safety Plan

Acronym	Word or Phrase
ADA	Americans With Disabilities Act of 1990
ASP	Agency Safety Plan (also referred to as PTASP in Part 673)
CFR	Code of Federal Regulations
CSO	Chief Safety Officer
ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
MPO	Metropolitan Planning Organization
Part 673	49 CFR Part 673 (Pu
SMS	Safety Management System
SRM	Safety Risk Management
U.S.C.	United States Code
VRM	Vehicle Revenue Miles
WYDOT	Wyoming Department of Transportation
WYTRANS	Wyoming Public Transit Association, Inc.

RESOLUTION NO. 23-35

A RESOLUTION APPROVING AND ADOPTING THE PUBLIC
TRANSPORTATION AGENCY SAFETY PLAN FOR BUS
TRANSIT IN THE CASPER URBANIZED AREA.

WHEREAS, the City of Casper is a recipient of funding from the Federal Transit Administration (FTA) and Wyoming Department of Transportation (WYDOT) to provide public transit services in the Casper urbanized area; and,

WHEREAS, operators of public transportation systems are required to draft a Safety Plan in accordance with 49 C.F.R. Part 673, which describes its Safety Plan, including documentation of policies, accountabilities, and measurements, safety performance targets, and safety promotion activities; and,

WHEREAS, the City of Casper is accountable for annual compliance reporting of its Public Transportation Agency Safety Plan (PTASP) to WYDOT, prior to any grant applications; and,

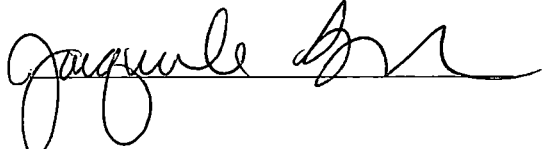
WHEREAS, the Metropolitan Planning Organization (MPO) as the fiscal agent for the City of Casper's FTA and WYDOT grant funds passed a motion at their Policy Committee meeting on February 16, 2023 to approve the Plan; and,

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 Public Transportation Agency Safety Plan is hereby approved and adopted.

PASSED, APPROVED, AND ADOPTED on this ____ day of _____, 2023.

APPROVED AS TO FORM



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

February 8, 2023

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 Utility All-Terrain Vehicle in the Total Amount of \$42,556.87, Before Trade and \$40,806.87 After Trade, for Use by the Casper Fire Department.

Meeting Type & Date
 Regular Council Meeting
 February 21, 2023

Action type
 Minute Action

Recommendation
 That Council, by minute action, authorize the purchase of one (1) new utility all-terrain vehicle in the total amount of \$42,556.87, before trade and \$40,806.87 after trade, for use by the Casper Fire Department.

Summary
 On January 20, 2023 bids were publicly opened for one (1) new utility all-terrain vehicle for the Casper Fire Department. One (1) bid was received from Logistics 365 Inc. in Norfolk, Nebraska. The new utility all-terrain vehicle will be used for emergency services to the Platte River Parkway, as well as snow removal in the winter around fire stations. The utility all-terrain vehicle will also be outfitted with a rack that can carry a patient and have a slide-in pump and water tank for use on small wildland fires. All-terrain vehicle #111170 will be traded in as part of this purchase. #111170 has met all criteria for replacement with age (2006), hours (4,500), and maintenance charges (\$13,982.98).

The new utility vehicle is scheduled to arrive in two hundred seventy-five (275) days from order date.

Originally budgeted for this project was \$30,000.00. Fire was able to utilize other Cedar Impact Funds for the remaining \$10,806.87 to complete this project. The available Cedar Impact Funds were available due to the expectation of Brush 6 replacement bids coming in far under budget.

As required by Wyoming State Statute 15-1-113(b), a bid notice was published in a local newspaper once a week for a minimum of two (2) consecutive weeks. The bids were as follows:

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-In</u>	<u>Total</u>
(1) Polaris Ranger Crew XP 1000 N. Star Edition	Logistics 365 Inc. Norfolk, NE	\$42,556.87	\$1,750.00	\$40,806.87

The recommended purchase of the all-terrain vehicle from Logistics 365 Inc. of Norfolk NE meets all of the required specifications for equipment in this application.

Financial Considerations

This purchase was approved in the FY23 adopted budget and is funded by One Cent Capital.

Oversight/Project Responsibility

Dan Coryell, Fleet Manager, will make this purchase. Oversight will be transferred to Jason Speiser, Deputy Fire Chief, after the equipment is received.

Attachments

Bid Specifications

CITY OF CASPER
FLEET MAINTENANCE DIVISION
CITY OF CASPER
December 27, 2022

Notice is hereby given that the City of Casper, Wyoming will receive sealed bids at the Fleet Office, Casper Service Center, 1800 E. "K" Street, Casper, Wyoming, **until 3:15pm January 17, 2023** for the following:

ONE (1) NEW UTILITY ALL-TERRAIN VEHICLE (UTV)

These vehicles will be used by the Casper Fire Department; unit must have the minimum specifications of:

General

Specifications: It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of One (1) New Utility All-Terrain Vehicle (UTV). The unit shall be new and have less than fifty (50) Hours and be less than twelve (12) months old, with full factory warranty. 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>
1. Engine/ Exhaust System	Factory designed 1000 cubic centimeter displacement, liquid cooled, 3 cylinder, electronic fuel injection, electric start. Minimum 82 hp	_____ _____ _____
2. Wheelbase	Wheelbase of 113 in	_____ _____
3. Fuel System	Minimum gasoline fuel tank capacity of eleven (11) U.S. gallons.	_____ _____
4. Drive	Automatic transmission, H/L/N/R/P, 4x4, rear differential lock. On demand AWD	_____ _____
5. Body/ Chassis	Enclosed sealed cab with heat and A/C, doors and door glass, certified roll over protective structure, windshield with wipers and washers, and side mirrors	_____ _____ _____
6. Operators Station	Capacity for six (6) Three (3) across seating with floor mats front Three (3) across seating with floor mats rear	_____ _____ _____

<u>ITEM</u>	<u>MINIMUM SPECIFICATIONS</u>	<u>BIDDERS SPECIFICATIONS</u>
7. Steering System	Power steering	<hr/>
8. Brake System	Four wheel, self-adjusting, hydraulic disc brakes.	<hr/>
9. Electrical System	Twelve (12) volt output with 60-100 watt light system, keyed ignition, electric start, 50-75 amp alternator type charging system.	<hr/> <hr/>
10. Instrumentation	<p>Dual-sweep Analog Dials w/ 4" LCD Rider Information Center: User Selectable Blue/Red Backlighting & Brightness, Programmable Service Intervals, Speedometer, Tachometer, Odometer, Tripmeter, Clock, Hour Meter, Gear Indicator, Fuel Gauge, Coolant Temperature, Voltmeter, Service Indicator and Codes, Seat Belt Reminder, 2 DC Outlets, 1 USB Charge Port</p> <p>Premium Pro-Shield Cab, Doors with Power Windows, Tip-Out Glass Windshield with Wiper, Rear Glass Panel, Dome Light, Rearview Mirror, Heat, AC,Defrost.</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
11. Accessories/ Options	<p>Color to be determined after the award to the winning bidder.</p> <p>Self-Leveling Suspension Engine Braking with Active Decent Control Heavy duty brush guard and front and rear fender guards. 2" receiver hitch. Minimum hitch tow rating of 2500 lbs. and payload capacity of 1230 lbs., 4,500 lb winch w/remote.</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
12. Lighting	<p>Dual LED headlamps high and low beam. LED tail and brake lights. Left and right front and rear amber turn signals, Pulse Electrical System with 6. Position Underhood Busbar and 6-Position Roof Busbar, Standard In-Dash SAE Charge Port, In Dash Speakers, Front & Rear Cameras, 7" Glove Touch Display: Plow Mode, Group Ride, GPS Navigation, Bluetooth, AM/FM Radio, Switched 15amp 12V Auxilary Power outlet in Box, Switched Rear Facing LED Cargo/Work light, Added Accy Switch Panel,</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
13. Manuals	Two (2) complete sets of operator's manuals, two (2) sets of service manuals, and two (2) sets of parts manuals shall be supplied or an acceptable electronic	<hr/> <hr/> <hr/>

ITEM

MINIMUM SPECIFICATIONS

**BIDDERS
SPECIFICATIONS**

version of the above mentioned manuals.

14. Warranty

Specify in writing, to include all parts and labor F.O.B. Casper, for a minimum 12 month period.

15. Delivery

Machine shall be delivered with a full tank of fuel, properly blended for the weather conditions if required.

Unleaded gasoline to be minimum of 85% octane, diesel fuel to be at least the minimum requirements of blended #2/#1 diesel fuel with proper additives to correspond with climate conditions.

A copy of the order confirmation to be provided upon completion of order.

Original title shall be provided within 30 days of unit delivery to 1800 E. K St., Casper, WY 82601. Title to be made out as: City of Casper, 200 N. David, Casper, WY 82601.

16. Options

Service software, adapters and/or cables, and any hardware required for diagnostics of the unit shall be provided upon delivery.

NOTE: These forms 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 UTILITY ALL-TERRAIN VEHICLE (UTV)
FOR THE
CASPER FIRE DEPARTMENT**

Proposal of (Name) _____
(Address) _____

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated December 27, 2022

BID ITEM: _____
Description: _____

Make and Model: _____
Federal Certified GVW: _____

- I. Price bid for One (1) New Utility All-Terrain Vehicle (UTV), as specified \$ _____
- II. Trade in of unit #111170, 2006 Polaris Ranger VIN 4XARF68A56D742425 \$ _____
- VI. NET COST TO THE CITY:
(Total Price) \$ _____
- VII. Delivery: F.O.B. manufacturer of the City of Casper's choice within ____ calendar days after award of contract by City Council.

Any trade in unit 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. 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 Utility All-Terrain Vehicle (UTV)
(Approved by the City Attorney, 2014)
Dated the 27th Day of December, 2022

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. 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 FINANCE OFFICE, City Hall, 200 N. David, 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.

February 8, 2023

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 Backhoe Loader in the Total Amount of \$225,720.59, Before Trade and \$213,220.59 After Trade, for Use by the Water Distribution Division of the Public Services Department.

Meeting Type & Date
Regular Council Meeting
February 21, 2023

Action type
Minute Action

Recommendation
That Council, by minute action, authorize the purchase of one (1) new backhoe loader in the total amount of \$225,720.59, before trade and \$213,220.59 after trade, for use by the Water Distribution Division of the Public Services Department.

Summary
On January 17, 2023 bids were publicly opened for one (1) new backhoe loader for the Water Distribution Division. One (1) bid was received from a local vendor, Honnen Equipment of Casper, WY. The new backhoe loader will be used for nearly all water line repairs, installations, and removals performed by Casper Public Utilities (CPU) staff. Backhoe loader #660246 will be traded in as part of this purchase. #660165 has met all criteria for replacement with age (2001), hours (6,500), and maintenance charges (\$84,956.43).

The new backhoe loader is scheduled to arrive in two hundred seventy-five (275) days from order date.

Originally, budget for this project was \$200,000.00. Water Distribution was able to utilize other Water funded project money for the remaining \$13,220.59 needed to complete this project.

As required by Wyoming State Statute 15-1-113(b), a bid notice was published in a local newspaper once a week for a minimum of two (2) consecutive weeks. The bids were as follows:

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-In</u>	<u>Total</u>
(1) John Deere 710P	Honnen Equipment Casper, WY	\$225,720.59	\$12,500.00	\$213,220.59

The recommended purchase of the backhoe loader from Honnen Equipment of Casper, WY meets all of the required specifications for equipment in this application.

Financial Considerations

This purchase was approved in the FY23 adopted budget and is funded by the Water fund.

Oversight/Project Responsibility

Dan Coryell, Fleet Manager, will make this purchase. Oversight will be transferred to Mark Anderson, Water Distribution Manager, after the equipment is received.

Attachments

Bid Specifications

CITY OF CASPER
FLEET MAINTENANCE DIVISION
CITY OF CASPER
(307) 235-8410
December 27th, 2022

Notice is hereby given that the City of Casper, Wyoming will receive sealed bids at the City Garage, 1800 East K Street, Casper, Wyoming, **until 3:30 p.m., January 17, 2023** for the following:

One (1) **Backhoe Loader**. This Backhoe is to be used by the Water Distribution Section of the Public Services Department; unit must have the minimum specifications of:

General Specifications:

It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of one (1) Backhoe loader. 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>
1. ENGINE	Four Cylinder, (twin) turbocharged, isolation mounted diesel engine and shall be designed and built by the manufacturer.	_____
	Engine shall be certified to EPA Final Tier 4/EU Stage IV	_____
	Engine shall have a individually replaceable, wet-sleeve cylinder liner design to dissipate heat for reduced ring wear and oil breakdown	_____
	Engine displacement shall be no less than 4.5 liters (276 cu. in.)	_____
	Engine net peak power (ISO9249) shall be no less than 148 hp (110 kW) @ 2,240 rpm	_____
	Engine shall develop at least a 20% torque rise and should have at least 420 lb-ft (570 Nm) net torque @ 1400 rpm	_____
	Daily check points shall be accessible from the right side of the engine and shall be done from ground level	_____
	Engine shall have a serpentine belt with automatic belt tensioner reducing required maintenance	_____

ITEM

MINIMUM SPECIFICATIONS

**BIDDERS
SPECIFICATIONS**

Engine fan shall have a fan guard

Under-hood engine air cleaner shall be dry type, dual element with evacuator valve, restriction sensor and in-cab restriction warning light

The backhoe shall have a one-piece tilt hood for easy engine access without having to remove engine side shields

The backhoe shall have an under hood after treatment device (DOC) with curved-end exhaust stack

Engine shall have no more than 10-micron rated primary fuel filter with water separator

2. COOLING Engine coolant shall be rated to -40 degrees (-40 C)

The backhoe shall be equipped with an oil-to-water engine oil cooler

Unit shall have a coolant recovery tank provided

Unit shall have a electronically-controlled, variable rate suction-type fan with guard for reduced Hp draw, reduced fuel consumption, and quieter operation

Foldout, hinged cooling system will allow for efficient clean out

Fluid levels should be easily checked by sight gauges, dipsticks or overflow tank

3.POWERTRAIN The transmission shall be a hydraulically actuated powershift with Autoshift control and a torque converter with maximum transport speed of 22.9 mph. Clutch-free; fully synchronized four forward (automatically shifts between 2nd and 4th gear when Autoshift is engaged), three reverse speeds

The mechanical-front wheel-drive axle has a limited-slip differential for improved traction

The front axle is sealed to protect against contamination

The driveshaft will be painted for protection, and will have an optional, factory installed, full guard.

ITEM

MINIMUM SPECIFICATIONS

BIDDERS
SPECIFICATIONS

The hydraulic wet-disc clutch engaged MFWD with electric on/off control can be engaged on the fly during operation.

The engine and transmission shall be isolation mounted to the mainframe to minimize shock load stress

The hydraulic wet-disc clutch-engaged rear axle differential lock with electric on/off control can be engaged on the fly during operation.

The single electric Transmission Control Lever will have gear selection fully integrated in the lever as well as forward, neutral and reverse (FNR power shuttle).

Transmission oil cooler shall be provided as standard equipment

The backhoe shall have hydrostatic power steering with emergency manual mode

The machine will have a dial throttle that will allow the operator to road the machine on cruise control. Upon engagement of the brake pedal, the engine RPMs return to idle

The front axle shall have remote grease bank for easy access.

The rear axle bearings shall be self-lubricating and shall not need to be greased

The service brakes shall be inboard, wet-multiple disk, self-adjusting and self equalizing and hydraulically actuated for a long and trouble-free life, sealed from water, mud and dust contamination

The parking brake shall be independent of service brakes, spring applied, hydraulically released, wet multi-disk, and sealed from water, mud and dust contamination.

The backhoe shall come equipped with 21L-28 R4 18PR Galaxy EZ Rider tubeless rear tires and 15-19.5 R4 12PR Galaxy Marathoner for 4WD front tires

**BIDDERS
SPECIFICATIONS**

ITEM

MINIMUM SPECIFICATIONS

4.HYDRAULIC
SYSTEM

Hydraulic cooler will have an independent reservoir for continuous running of attachments at high ambient outside air temperatures

The hydraulic fittings shall have "O"-ring face seal connectors to secure a tight, leak-free seal

The hydraulic filter shall be no more than 6 micron and will be vertically mounted, spin on design for ease of installation and leak-free replacement.

An automatic bucket return-to-dig control will be standard

Hydraulic pump shall be 52 gpm (197L/min.) @ 2,200 rpm at 3,625 psi (24 993 kPa) axial piston pump, pressure compensating, load sensing

Hydraulic lines to be installed to operate front quick coupler attachments

5.ELECTRICAL

The backhoe shall have a 12 volt system with 160 amp alternator

Two batteries shall be included with 1900 CCA and 350-min. rated reserve

The machine shall have blade type, multi-fused circuits

The starter shall have a bypass start safety cover

Cab will be equipped with LED stobe and AM/FM Bluetooth radio.

Slow Moving Triangle will be equipped on machine

Fire extinguisher and mount will be installed

Unit shall be equipped with 10 halogen driving/working lights, (4) front driving/working; (4) rear working; (2) side docking lights The front lights shall be adjustable and the bulbs shall be no less than 32,500 candlepower each.

Unit shall be equipped with two front and two rear turn signal/flashing and two rear stop and tail lights and two rear reflectors

ITEM

MINIMUM SPECIFICATIONS

BIDDERS
SPECIFICATIONS

6. OPERATOR
STATION

Unit shall be equipped with optional LED lights.

Access to the cab shall be from the right and left side with protected, wide, rigid, slip-resistant steps and ergonomically located hand-holds

3" (76mm) retractable seat belt shall be provided

Coat hook, built-in beverage holder, operator manual storage compartment, interior rearview mirror and two 12 volt outlet shall be provided

Unit shall be equipped with illuminated electronic gauges with audible warning for: engine coolant temperature, oil temperature and fuel level.

The monitor system shall have audible and visual warnings: engine air restriction, low alternator voltage, engine oil pressure, hydraulic filter restriction, hydraulic oil temperature, parking brake on/off, and low brake pressure. The seat belt will have a visual warning.

The keyless start will have an electric fuel shut-off and ability to have auto shutdown setup in monitor

The monitor will have a multi-language (English, French and Spanish) digital monitor for diagnostics (including diagnostic messages and fault code readings), calibrations and machine information.

Unit shall have digital display for: engine rpm, engine hours, and system voltage.

The foot throttle shall be suspended

The machine shall have a cab air conditioner installed from the factory.

Stabilizer controls shall be easy to reach from both the backhoe and loader seat position

The seat shall be suspension cloth swivel, with fully adjustable armrests and lumbar support.

Unit shall have interior mirrors

Unit shall come with premium radio package

BIDDERS
SPECIFICATIONS

ITEM

MINIMUM SPECIFICATIONS

**7.GENERAL
SPECIFICATIONS**

Engine hood, toolbox, hydraulic reservoir, and fuel filler shall be lockable.

The tilt hood shall have two service positions for easy operation

An easy to read periodic maintenance and grease chart shall be easily accessible on the machine

Fuel tank capacity shall be no less than 46 gallons (174.1 L) and shall be accessible from the ground and lockable. DEF tank to be no less than 3.6 gallons and accessible from ground and lockable.

Optional factory installed fluid sampling valves will be available

Operating weight shall be no more than 25,588 lbs without optional equipment.

Counterweight 1500 lbs

**8.FRAMES &
STRUCTURES**

The mainframe shall be a one-piece unitized construction for maximum strength

Unit shall have four built-in vehicle tie downs, two in front and two in rear for safe transport between jobs

The side plate thickness on the loader boom, backhoe boom and mainframe shall be 4.5 mil or greater

Machine shall be equipped with an exterior mounted, ground level accessed and lockable storage compartment

**9. BACKHOE
SPECS.**

The backhoe with standard dipperstick digging depth shall be at least 17 ft 3 in (5.25 m)

The boom lift capacity at ground level shall be no less than 4509 lb (2045 kg)

The lift capacity at full height with standard dipperstick shall be no less than 5505 lb (2497 kg) with Lift Mode

Machine shall be equipped with a lift mode to increase craning capacity on boom and dipperstick

ITEM

MINIMUM SPECIFICATIONS

**BIDDERS
SPECIFICATIONS**

The stabilizer shall have reversible pads

Shall have extendible dipperstick, shall extend no less than 4 ft 6 in (1.37 m)

Digging depth with extendible dipperstick extended shall be no less than 21 ft 9 in (6.63 m)

The swing lock pin shall be stored in the operators station

The backhoe boom shall be a curved design.

The backhoe shall be an hourglass shape for maximum strength and optimized visibility to the work tool.

Digging force with standard backhoe, bucket cylinder shall be at least 17,622 lb (78.4 kN)

The backhoe shall be equipped with a rubber bumper/linkage style boom locks to keep the backhoe from vibrating on the swing frame

Unit shall be equipped with two lever mechanical (ISO) backhoe controls.

The swing casting shall have dual yokes: on top and on the bottom

Bucket shall be 30" HD 15 CU FT w/quick connect and also allow all other owned accessories to attach seamlessly.

10. Loader
Specifications:

Lift Capacity with 2 cu yd at full height shall be at least 9866 lbs (4475 kg)

Dump Clearance @ 45 deg. shall be no less than 9 ft 6 in (2.89 m)

Bucket breakout force shall be no less than 16,539 lb (73.6 kN)

The loader shall have hydraulic self-leveling and bucket-level indicator.

The loader shall have divergent loader arms for excellent visibility to the bucket

ITEM

MINIMUM SPECIFICATIONS

BIDDERS
SPECIFICATIONS

For truck loading, the loader arms will have a curved-knee design for loading into the center of the truck bed

The loader control will be single-lever with electric clutch cutoff switch

A factory installed loader coupler that will fit owned Deere attachments.

Loader shall have a single cylinder and linkages for tilt and curl on bucket

The loader shall have a non-removable, hinged loader boom service lock.

11. Warranty:

Specify in writing, to include all parts and labor F.O.B. Casper, for a minimum 12 month period

Additionally, a 60 month/5000 hour extended warranty for the power train and hydraulics.

12. Delivery:

Backhoe loader shall be delivered with a full tank of fuel, properly blended for the weather conditions if required.

Diesel fuel to be at least the minimum requirements of blended #2/#1 diesel fuel with proper additives to correspond with climate conditions.

A copy of the order confirmation to be provided upon completion of order.

Original title shall be provided within 30 days of unit delivery to 1800 E. K St. Casper, WY 82601.

Title to be made out as: City of Casper, 200 N. David, Casper, WY 82601.

The winning vendor shall deliver a comparable loader at no charge if the loader is non-operable for more than 36 hours due to manufacturer defects or failures for a minimum of one (1) year after delivery.

ITEM

MINIMUM SPECIFICATIONS

BIDDERS
SPECIFICATIONS

NOTE: These forms may be duplicated.

Exceptions to any of the provisions of these specifications may be waived provided they are clearly stated in the quote, and if in the opinion of the City of Casper, the quote complied with the intent of the specification. Should funding be inadequate to cover the items quoted, all quotes 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
(1) ONE BACKHOE LOADER FOR THE WATER DISTRIBUTION DIVISION OF
THE PUBLIC SERVICES DEPARTMENT**

Proposal of (Name) _____
(Address) _____

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated December 27, 2022

BID ITEM: _____
Description: _____

Make and Model: _____
Federal Certified GVW: _____

- I. Price bid for one Backhoe loader (1) \$ _____
- II. Trade-in of one (1) 2001 John Deere 710D \$ _____
Call Dan Coryell to set up time for viewing of trade
- III. NET COST TO THE CITY: \$ _____
(Total Price)
- IV. Delivery: F.O.B. manufacturer of the City of Casper's choice within ____ calendar days after award of contract by City Council.

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, a certified, or a cashier's check made payable to the City of Casper, Wyoming, in an amount of 5% of the total amount of this bid is enclosed. 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 BACKHOE
(Approved by the City Attorney, 2014)
Dated the 27th Day of December, 2022**

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, if the bid is for more than one hundred and fifty thousand dollars (\$150,000), with sufficient surety in the amount of five percent (5%) of the total bid amount before it can accept and consider any bid. Bid with deposit shall be filed with the FINANCE OFFICE, City Hall, 200 N. David, 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.

February 8, 2023

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 Half-Ton 4x4 Extended Cab Pickup Truck With 6' Bed in the Total Amount of \$52,323.00, Before Trade and \$44,771.00 After Trade, for Use by the Water Distribution Division of the Public Services Department.

Meeting Type & Date

Regular Council Meeting
February 21, 2023

Action type

Minute Action

Recommendation

That Council, by minute action, authorize the purchase of one (1) new half-ton 4x4 extended cab pickup truck with 6' bed in the total amount of \$52,323.00, before trade and \$44,771.00 after trade, for use by the Water Distribution Division of the Public Services Department.

Summary

On January 17, 2023 bids were publicly opened for one (1) new half-ton 4x4 extended cab pickup truck for the Water Distribution Division. Three (3) bids were received from two (2) local vendors, Greiner Ford of Casper, WY and Fremont Motors of Casper, WY. This truck will be used for transporting teams of water distribution employees to and from work sites and also as the water sampling vehicle. Pickup truck #660246 will be traded in as part of this purchase. #660246 has met all criteria for replacement with age (2014), mileage (74,500), and maintenance charges (\$26,525.00).

The new pickup truck is scheduled to arrive in one hundred (100) days from order date.

Originally budgeted for this project was \$35,000.00. Water Distribution was able to utilize other Water funded project money for the remaining \$9,771.10 needed to complete this project.

As required by Wyoming State Statute 15-1-113(b), a bid notice was published in a local newspaper once a week for a minimum of two (2) consecutive weeks. The bids were as follows:

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-In</u>	<u>Total</u>
(1) 2023 RAM 1500 Extended Cab	Fremont Motors Casper, WY	\$52,323.00	\$8,100.00	\$44,771.00
(1) 2023 Ford F150 Extended Cab	Greiner Ford Casper, WY	\$52,545.09	\$7,675.00	\$45,620.09

(1) 2023 Ford F150 Super Crew Cab	Greiner Ford Casper, WY	\$73,565.09	\$7,675.00	\$66,640.09
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The recommended purchase of the half-ton pickup truck from Fremont Motors of Casper, WY meets all of the required specifications for equipment in this application.

Financial Considerations

This purchase was approved in the FY23 adopted budget and is funded by the Water fund.

Oversight/Project Responsibility

Dan Coryell, Fleet Manager, will make this purchase. Oversight will be transferred to Mark Anderson, Water Distribution Manager, after the equipment is received.

Attachments

Bid Specifications

CITY OF CASPER
FLEET MAINTENANCE DIVISION
CITY OF CASPER
December 27, 2022

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., January 17, 2023** for the following:

One (1) New **Half Ton Extended Cab 4x4 Pickup Truck with 6' Bed**, to be used by the Casper Public Utilities 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 **Half Ton Extended Cab 4x4 Pickup Truck with 6' Bed**, to be used by the Casper Public Utilities Division of the Public Services Department. This unit shall be new with less than two hundred (500) 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.

MINIMUM SPECIFICATIONS

Half Ton Pickup Truck

- American Manufacturer _____
- Two keys _____
- Mileage: 500 miles or less _____
- Automatic Transmission _____
- Power Steering _____
- Tilt Steering Wheel _____
- Power Brakes _____
- Power Windows _____
- Power Door Locks _____
- Extended Cab _____
- 6' bed with factory spray liner (optional). Provide cost for this option _____

Four Wheel Drive _____

Electronic shift on the fly _____

Tires/wheels – Radial ply tires as required for GVWR, 5 Tires and wheels (including spare), all season, all terrain tread _____

Spare Tire & Wheel to include Jack & Lug Wrench _____

AM/FM Radio with Bluetooth Factory Installed _____

Heater/Defroster _____

Current Model Year Emissions Compliant Gas Engine _____

Factory Air Conditioning _____

Intermittent Wipers _____

Engine Block Heater _____

Permanent anti-freeze protection to minus 30 degrees F. _____

Factory installed back up camera and sensors _____

Manufacturer's standard single color, white _____

Four-wheel anti-lock braking system _____

Cloth seats, matching trim throughout in Standard color, Steel or equivalent _____

Heavy Duty Vinyl Flooring throughout _____

OEM heavy duty rubber floor mats _____

Miscellaneous

Four (4) Maxxima 6 LED Surface Mount Emergency Warning Lights, white/amber clear lens or approved equal. Two (2) mounted in the front grill and Two (2) mounted on tailgate. All four (4) attached to lighted switch in cab _____

Low profile beacon light mounted on the headache rack of bed wired to a upfitter switch _____

Arrow stick mounted high on headache rack with controller mounted in cab. Meet with CPU staff on location and Style of arrow stick.

Truck tool boxes on both driver and passenger side – **Must be a Weather Guard model 185-5-03 41 inch Lo-side box black in color, or approved equal and also A tool box behind rear window across the bed – Must Be a Weather Guard model 126-5-03 saddle box Black in color, or approved equal.**

5 Year 60,000 Mile Power Train Warranty minimum

All warranties to begin upon delivery of vehicle

Selling Dealer Must be able to pick up and warranty repairs within 48 hrs. NO EXCEPTIONS

Copy of Order Confirmation to be provided upon Completion of the order.

City of Casper shall be granted five (5) business days Notice of delivery of the units in order to schedule Vehicle intake appointment.

City of Casper shall be granted five (5) business days From scheduled drop off to inspect/verify specification compliance prior to full acceptance.

Vehicle shall be delivered with a full tank of fuel - Minimum of 85 Octane or required octane for engine as stated by manufacturer.

Original titles to be delivered to 1800 E. "K" Street, Casper, WY 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 HALF TON EXTENDED CAB 4x4 WITH 6 FT BED
FOR THE CASPER PUBLIC UTILITIES DIVISION OF THE
PUBLIC SERVICES DEPARTMENT**

Proposal of (Name) _____
(Address) _____

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated December 27, 2022.

BID ITEM: _____
Description: _____

Make and Model: _____
Federal Certified GVW: _____

- I. Price bid for One (1) new half ton Extended Cab Pickup with 6' ft. bed, as specified \$ _____
- II. Optional spray bed liner pricing \$ _____
- II. Trade-in allowance for Unit # 660246 20014 Ford F150 4x4 VIN 1FTFX1EF8EKD94349 \$ _____
- III. NET COST TO THE CITY (Total Price): \$ _____
- IV. Delivery: F.O.B. City of Casper within ____ calendar days after award of contract by City Council.
- V. Trade in unit 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. 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 HALF TON CREW CAB 4x4 WITH 5.5 FT BED
AND ACCESSORIES**

**(Approved by the City Attorney, 2014)
Dated the 27th Day of December, 2022**

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. If the bid is for more than one hundred and fifty thousand dollars (\$150,000) with sufficient surety in the amount of five percent (5%) of the total bid amount before it can accept and consider any bid. Bid with deposit shall be filed with the FLEET MAINTENANCE DIVISION, Casper Service Center, 1800 East "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 16-6-602.

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, a copy of 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.

February 8, 2023

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 Mid-Size Police Interceptor Utility Vehicle, in the Total Amount of \$50,850.00 for Use by the Casper Police Department.

Meeting Type & Date
Regular Council Meeting
February 21, 2023

Action type
Minute Action

Recommendation
That Council, by minute action, authorize the purchase of one (1) new mid-size police interceptor utility vehicle in the total amount of \$50,850.00 for use by the Casper Police Department.

Summary
On January 26, 2023 bids were publicly opened for one (1) new mid-size police interceptor utility vehicle. Three (3) bids were received. This purchase will replace a police interceptor utility vehicle that was involved in an accident, which the City's property pool carrier, the Wyoming Association of Risk Management (WARM), has deemed to be a total loss of value. The totaled vehicle will be released to the responsible party's insurance and the received funds will then be used to purchase this new vehicle.

The new police vehicle is scheduled to arrive in two hundred (200) days from order date.

As required by Wyoming State Statute 15-1-113(b), a bid notice was published in a local newspaper once a week for a minimum of two (2) consecutive weeks. The bids were as follows:

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-In</u>	<u>Total</u>
(1) 2023 Ford Police Explorer	Greiner Ford Casper, WY	\$50,850.00	No Trade	\$50,850.00
(1) 2024 Ford Police Explorer	Ken Garff Cheyenne, WY	\$52,386.00	No Trade	\$52,386.00
(1) 2024 Ford Police Explorer	Fremont Motors Sheridan, WY	\$57,629.00	No Trade	\$57,629.00

The recommended purchase of the Police vehicle from Greiner Ford meets all of the required specifications for equipment in this application.

Financial Considerations

This purchase is funded by Insurance funds.

Oversight/Project Responsibility

Dan Coryell, Fleet Manager, will make this purchase. Oversight will be transferred to Taylor Gilbert, Police Fleet Coordinator, after the equipment is received.

Attachments

Bid Specifications

CITY OF CASPER
FLEET MAINTENANCE DIVISION
CITY OF CASPER
235-8410

January 4, 2023

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 3:00 p.m., January 26, 2023** for the following:

ONE (1) new **Mid-Size Police Interceptor Utility Vehicle**, to be used in the Casper Police Department;

General Specifications:

It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of one (1) new **Mid-Size Police Interceptor Utility Vehicle**, to be used in the Casper Police Department. The unit shall be new with less than five hundred (500) 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.

MINIMUM SPECIFICATIONS

- Two (2) Keys Keyed Alike 1284X (59B) _____
- Mileage: 500 Miles or Less (New) _____
- 3.0L V6 EcoBoost with
10-Speed Automatic Transmission
(99C/44U or Equal) _____
- Noise-Suppression Bonds (60R or Equal) _____
- Privacy Tint on Front Windows Not To
Exceed 28% _____
- Underbody Deflector Plate (76D or Equal) _____
- Royal Blue Clear Coat Metallic or Equal Code LM _____
- Certified Police Service Package (500A or Equal) _____
- Front Console Mounting Plate Delete (85D or Equal) _____
- Hidden Door-Lock Plungers with Rear-Door
Controls Inoperable (52P or Equal) _____
- Heated Sideview Mirrors (549 or Equal) _____

- Dark Car Feature (43D or Equal) _____
- Dome Light – Red/White (17T or Equal) _____
- Front Headlamp Lighting Solution (66A or Equal) _____
- Taillamp Housing (86T or Equal) _____
- Tail Lamp Lighting Solution (66B or Equal) _____
- Rear Lighting Solution (66C or Equal) _____
- Police Wire Harness Connector Kit – Front
And Rear (67V or Equal) _____
- Spot Lamp LED Bulb, Unity (51R or Equal) _____
- 100-Watt Siren/Speaker (18X or Equal) _____
- Back up Camera in rear view mirror (87R or Equal) _____
- Reverse Sensing System (76R or Equal) _____
- Police Perimeter Alert (68B or Equal) _____
- Rear Camera on Demand (19V or Equal) _____
- Rear Auxiliary Climate Control (Code 17A) _____
- 5 Year 100,000 Mile Power Train Warranty
(Cost of Extended Warranty to Match) _____
- Fuel Tank to be Full at Delivery with
Unleaded at Minimum 85% Octane _____
- Copy of Order Confirmation to be provided
upon Completion of Order
Original titles to be delivered to 1800 E. “K”
Street, Casper, WY 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 MID-SIZE POLICE UTILITY VEHICLE,
FOR THE
CASPER POLICE DEPARTMENT**

Proposal of (Company Name) _____
(Address) _____

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated January 4, 2023.

BID ITEM: _____
Description: _____

Make and Model: _____

- I. Price bid for one new Mid-Size Police Utility Vehicle, as specified \$ _____

- II. NET COST TO THE CITY:
(Total Price) \$ _____

- III. Delivery: F.O.B. manufacturer of the City of Casper's choice within ____ calendar days after award of contract by City Council.

- IV. 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. 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 MID-SIZE POLICE UTILITY VEHICLE
(Approved by the City Attorney, 2014)
Dated the 4th day of January, 2023**

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. 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, after the bid opening, with the FINANCE OFFICE, City Hall, 200 N. David, 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.

February 8, 2023

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 Utility All-Terrain Vehicle in the Total Amount of \$32,300.00, Before Trade and \$27,300.00 After Trade, for Use by the Cemetery Division of the Parks, Recreation, and Public Facilities Department.

Meeting Type & Date
Regular Council Meeting
February 21, 2023

Action type
Minute Action

Recommendation
That Council, by minute action, authorize the purchase of one (1) new utility all-terrain vehicle in the total amount of \$32,300.00, before trade and \$27,300.00 after trade, for use by the Cemetery Division of the Parks, Recreation, and Public Facilities Department.

Summary
On January 20, 2023 bids were publicly opened for one (1) new utility all-terrain vehicle for the Cemetery Division. Two (2) bids were received; one (1) from Logistics 365 Inc. in Norfolk, Nebraska and one (1) from Stotz Equipment from Casper, WY. The new utility all-terrain vehicle will be used for delivering widespread weed control in the cemetery, publicly owned special areas, green spaces, parks, Rails to Trails, and sidewalks around the city. All-terrain vehicle #83293 will be traded in as part of this purchase. #83293 has met all criteria for replacement with age (2012), miles (2,641), and maintenance charges (\$38,643.96).

The new utility vehicle is scheduled to arrive in one hundred twenty-five (125) days from order date.

Budgeted for this project is \$39,000.00.

As required by Wyoming State Statute 15-1-113(b), a bid notice was published in a local newspaper once a week for a minimum of two (2) consecutive weeks. The bids were as follows:

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-In</u>	<u>Total</u>
(1) John Deere 835M Series	Stotz Equipment Casper, WY	\$32,300.00	\$5,000.00	\$27,300.00
(1) Polaris Ranger XP	Logistics 365 Inc. Norfolk, NE	\$33,689.54	\$2,000.00	\$31,689.54

The recommended purchase of the all-terrain vehicle from Stotz Equipment of Casper WY meets all of the required specifications for equipment in this application.

Financial Considerations

This purchase was approved in the FY23 adopted budget and is funded by One Cent Capital.

Oversight/Project Responsibility

Dan Coryell, Fleet Manager, will make this purchase. Oversight will be transferred to Randy Norvelle, Parks Manager, after the equipment is received.

Attachments

Bid Specifications

CITY OF CASPER
FLEET MAINTENANCE DIVISION
CITY OF CASPER
December 27, 2022

Notice is hereby given that the City of Casper, Wyoming will receive sealed bids at the Fleet Office, Casper Service Center, 1800 E. "K" Street, Casper, Wyoming, **until 3:15pm January 17, 2023** for the following:

ONE (1) NEW UTILITY ALL-TERRAIN VEHICLE (UTV)

These vehicles will be used in the Cemetery Section of the Parks, Recreation, and Public Facilities Department; unit must have the minimum specifications of:

General

Specifications: It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of One (1) New Utility All-Terrain Vehicle (UTV). The unit shall be new and have less than fifty (50) Hours and be less than twelve (12) months old, with full factory warranty. 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>
1. Engine/ Exhaust System	Factory designed 800-900 cubic centimeter displacement, liquid cooled, 3 cylinder, electronic fuel injection, electric start, 50 HP minimum	_____ _____ _____
2. Fuel System	Minimum gasoline fuel tank capacity of eleven (11) U.S. gallons.	_____ _____
3. Drive	Automatic continuously variable transmission w/ full clutch enclosure, H/L/N/R, 4x4, rear differential lock.	_____ _____ _____
4. Body/ Chassis	Cab with heat and A/C, doors and door glass, certified roll over protective structure, windshield with wipers and washers, and side mirrors	_____ _____ _____ _____
5. Suspension	Front and rear independent dual A-arm design with adjustable coils.	_____ _____

<u>ITEM</u>	<u>MINIMUM SPECIFICATIONS</u>	<u>BIDDERS SPECIFICATIONS</u>
6. Operators Station	Black vinyl 40/60 split three-passenger bench	<hr/>
7. Steering System	Power Steering	<hr/>
8. Brake System	Front/rear hydraulic disc brakes.	<hr/>
9. Electrical System	Twelve (12) volt output with 60-100 watt light system, keyed ignition, electric start, 50-75 amp alternator type charging system.	<hr/> <hr/> <hr/>
10. Instrumentation	Digital display – gear position, system diagnostic light, speed, rpm, 4WD indicator, fuel level, coolant temperature, hour meter, miles, and service interval warning light.	<hr/> <hr/> <hr/>
11. Accessories/ Options	Color to be determined after the award to the winning bidder. Heavy duty brush guard and front and rear fender guards. Rear bumper, bed mat or liner. Floor mats. 2” receiver hitch. Hydraulic dump cargo box. Minimum tow capacity of 1500 lbs. and payload capacity of 1490 lbs.	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
12. Lighting ¹	Single or dual high and low beam. LED tail and brake lights. Left and right front and rear amber turn signals. Front and rear work lights. Auxiliary strobe switch dash mounted. Strobe roof mounted and visible from front and rear of vehicle (Whelen P/N R2LPPCA).	<hr/> <hr/> <hr/> <hr/>
13. Manuals	Two (2) complete sets of operator's manuals, two (2) sets of service manuals, and two (2) sets of parts manuals shall be supplied or an acceptable electronic version of the above mentioned manuals.	<hr/> <hr/> <hr/>
14. Warranty	Specify in writing, to include all parts and labor F.O.B. Casper, for a minimum 12 month period.	<hr/> <hr/>

ITEM

MINIMUM SPECIFICATIONS

**BIDDERS
SPECIFICATIONS**

15. Delivery

Machine shall be delivered with a full tank of fuel, properly blended for the weather conditions if required.

Unleaded gasoline to be minimum of 85% octane, diesel fuel to be at least the minimum requirements of blended #2/#1 diesel fuel with proper additives to correspond with climate conditions.

A copy of the order confirmation to be provided upon completion of order.

Original title shall be provided within 30 days of unit delivery to 1800 E. K St., Casper, WY 82601. Title to be made out as: City of Casper, 200 N. David, Casper, WY 82601.

16. Options

Service software, adapters and/or cables, and any hardware required for diagnostics of the unit shall be provided upon delivery.

NOTE: These forms 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 UTILITY ALL-TERRAIN VEHICLE (UTV)
FOR THE CEMETERY SECTION OF THE
PARKS, RECREATION, AND PUBLIC FACILITIES DEPARTMENT**

Proposal of (Name) _____
(Address) _____

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated December 27, 2022

BID ITEM: _____
Description: _____

Make and Model: _____
Federal Certified GVW: _____

- I. Price bid for One (1) New Utility All-Terrain Vehicle (UTV), as specified \$ _____
- II. Trade in of unit #83293, 2012 John Deere Gator 825i \$ _____
- VI. NET COST TO THE CITY:
(Total Price) \$ _____
- VII. Delivery: F.O.B. manufacturer of the City of Casper's choice within ____ calendar days after award of contract by City Council.

Any trade in unit 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. 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 Utility All-Terrain Vehicle (UTV)
(Approved by the City Attorney, 2014)
Dated the 27th Day of December, 2022

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. 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 FINANCE OFFICE, City Hall, 200 N. David, 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.

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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.

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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.

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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.

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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.

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Statute W.S. 16-6-602:

16-6-601. Definitions.

(a) As used in this article:

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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.

February 15, 2023

MEMO TO: J. Carter Napier, City Manager 
FROM: Jolene Martinez, Assistant to the City Manager
SUBJECT: That Council, by minute action, approve the interim topic list for the 2024 Wyoming Legislature.

Meeting Type & Date

Regular Council Meeting

February 21, 2023

Action Type

Minute Action

Recommendation

That Council approve, by minute action, the interim topic list for the 2024 Wyoming Legislature.

Summary

At their February 14, 2023 Work Session, Council was presented with a list of eleven possible interim topics submitted by Councilors, staff, and previous year carryovers. Council selected seven interim topic for which staff will look for legislators to sponsor by the February 24 deadline. The seven topics are:

- Enhanced penalties for crimes involving vulnerable persons and professions
- Increased municipal revenue strategy
- Local government authority to adopt the State liquor rules
- Municipal option to publish minutes online
- Restoration of Department of Criminal Investigation funding
- Appropriations for mental health services as prevention for violent crime and homelessness
- Establish law against neglectfully bussing problem individuals to other jurisdictions

Council will have the opportunity to review staff success at finding legislator sponsorship and submit interim topics to Wyoming Association of Municipalities for consideration at their summer convention.

Financial Considerations

The financial considerations involve council and staff time and travel related to the agenda.

Oversight/Project Responsibility

J. Carter Napier, City Manager

Jolene Martinez, Assistant to the City Manager

Attachments

None

Financial Considerations

None

Oversight/Project Responsibility

Fleur Tremel, City Clerk

Attachments

None