

# INFORMATION PACKET

## Table of Contents

Friday, October 18, 2019



Item	Pages
Table of Contents	1
The Grid - Schedule of Council Meetings & Addendum	2
Art 321 October Newsletter	5
Casper Natrona County Health Department agenda 10.17.19	9
Casper Natrona County Health Department Quarterly Report 10 15 19	11
Casper Soccer Club Community Promotions Final Report 10.07.19	20
Contractors' Licensing Board Packet 10.17.19	25
Natrona County Public Library Fall Newsletter	80
Natrona County Travel & Tourism Board Packet 10.18.19	86
Police Space Needs Assessment Executive Summary 2019	91
Project SAFE Drawings 1st Floor	99
Project SAFE Drawings 2nd Floor	100
Solid Waste Fire Preparedness Plan	101
WAM Info Severance Mineral Royalties Lottery Distributions 10.14.19	102
Wayfinding Signage Consultant Itinerary - October 2019	115

We are CASPER

**Communication Accountability Stewardship Professionalism Efficiency Responsiveness**

# The Grid

A working draft of Council Meeting Agendas

October 22, 2019

Councilmembers Absent:

<b>Work Session Meeting Agenda Items</b>	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Wayfinding Sign Concept Presentation (Lobby)	Direction Requested	30 min	4:35
Downtown Parking Study (Further Discussion)	Direction Requested	40 min	5:05
Historic Preservation Strategic Plan - Final Presentation	Information Only	15 min	5:45
Tree & Shrub Ordinance	Direction Requested	30 min	6:00
Agenda Setting		20 min	6:30
Legislative Review		10 min	6:50
Council Around the Table		10 min	7:00
Approximate Ending Time:			7:10

October 29, 2019

Councilmembers Absent: (Cathey possibly)

<b>Special Work Session Meeting Agenda Items</b>	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Results of Police Station Assessment	Direction Requested	45 min	4:30
Fire Admin/Headquarters Station #1	Direction Requested	45 min	5:15
*No Additional Agenda Items*			
Approximate Ending Time:			6:00

October 29, 2019

Councilmembers Absent:

<b>Special Council Meeting Agenda Items</b>	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent      N = Item is not on Consent					
Approving the Correction of Scrivener's Error for Ridleys Family Market.					C
Executive Session - Land					

November 5, 2019

Councilmembers Absent: Freel and Mayor

Powell

<b>Regular Council Meeting Agenda Items</b>	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent      N = Item is not on Consent					
Pre-Meeting: Johnson Group Bar and Grill Proposal					
Pre-Meeting: Golf Pro RFP Draft					
Pre-Meeting: Distribution of October 29 Executive Session Minutes					
Approval of Oct. 15 regular, Oct. 29 special, and Oct. 29 Executive session minutes					
Establish November 19, 2019, as the Public Hearing date and first Reading for an Amendment to Section 10.24.010 and Section 10.24.010 of the Casper Municipal Code pertaining to Thirty and Forty Mile Per Hour Speed Zones.	C				

Public Hearing: Approving a Plat Creating the Dewald Divide Addition, a Subdivision Agreement, and a Zone Change of said Addition to C-2 (General Business), R-4 (High Density Residential) and ED (Educational District).		N			
Public Hearing: Appeal of the Planning and Zoning Commission's Decision to Deny a Zone Change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, Generally Located at the Corner of Events Drive and North Poplar Street, North of Wilkins Way, From PH (Park Historic) to C-4 (Highway Business).		N			
Public Hearing: New Restaurant Liquor License No. 43 for Ludovico, Located at 3095 Talon Drive Suite 1.		N			
Amending Chapter 10.72 - Article I - Parades of the Casper Municipal Code. - 3rd Reading			N		
Amending Chapter 12.32 of the Casper Municipal Code Regarding Trees and Shrubs - 3rd Reading Ordinance (tabled at Oct. 15 meeting)			N		
Zone Change of 1.65-acres, Generally Located at the Northwest Corner of SW Wyoming Blvd and South Coffman Avenue, Described as Tract A, Garden Creek Square Addition, From Planned Unit Development (PUD) to General Business (C-2). 2nd reading			N		
Amending the Horizontal Datum References, by Ordinance. 2nd Reading			N		
Authorizing the Acceptance of the Edward Byrne Memorial Bureau of Justice Assistance Grant Agreement for FY 2019.				C	
Authorizing an Agreement with Gem City Roofing, Inc., in the Amount of \$59,030, for the Casper Events Center Roof Snow Guards Project.				C	
Authorizing an Agreement with Ntare Corporation in the Amount of \$157,520, for the Paradise Valley Pool and Marion Kreiner Pool Lining Project.				C	
Authorizing a Right-of-Way Easement with Rocky Mountain Power as part of the Casper Ice Arena Ice Chiller System Replacement Project.				C	
Authorizing an Agreement with HDR Engineering, Inc., for Water Rights/Water Supply Studies, Tasks, and Activities in the Amount not to exceed \$75,000.				C	
Authorizing an Agreement with Zonar Systems, Inc., in the Amount of \$91,231.20, for the Solid Waste Division Equipment Preventative Maintenance Inspection Reporting and Automatic Vehicle Location System Loan.				C	
Authorizing the Purchase of One (1) New 2020 Mack Transport Tractor Truck from CMI TECO, Casper, Wyoming, in the Total Amount of \$108,181.07, to be Used in the Solid Waste Division of the Public Services Department.					C
Authorizing the Purchase of Two (2) New Mack Tandem Axle Plow Trucks with Salt Sand Spreaders, from CMI TECO, Casper, Wyoming, in the Total Amount of \$423,828, to be Used in the Streets Division of the Public Services					C
Authorizing the Purchase of One (1) New Four Wheel Steering Street Sweeper, from Hardline Equipment Company, Commerce City, Colorado, in the Total Amount of \$269,332, to be Used in the Solid Waste Division of the Public					C

**November 12, 2019**

**Councilmembers Absent:**

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Allotted Time</b>	<b>Begin Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Legislative Agenda	Move Forward for Approval	30 min	4:35
Towing Resolutions	Direction Requested	20 min	5:05
LAD Request for Jade & Arrowhead	Direction Requested	20 min	5:25
Sign Code Revisions	Direction Requested	60 min	5:45

Agenda Setting		20 min	6:45
Legislative Review		10 min	7:05
Council Around the Table		10 min	7:15
Approximate Ending Time:			7:25

**November 19, 2019**      **Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinanc es</b>	<b>Resolutio ns</b>	<b>Minute Action</b>
<b>C = Item is on Consent      N = Item is not on Consent</b>					
Approving a Plat Creating the Dewald Divide Addition, a Subdivision Agreement, and a Zone Change of said Addition to C-2 (General Business), R-4 (High Density Residential) and ED (Educational District). 2nd reading		N			
Amendment to Section 10.24.010 and Section 10.24.010 of the Casper Municipal Code pertaining to Thirty and Forty Mile Per Hour Speed Zones. 2nd reading			N		
Zone Change of 1.65-acres, Generally Located at the Northwest Corner of SW Wyoming Blvd and South Coffman Avenue, Described as Tract A, Garden Creek Square Addition, From Planned Unit Development (PUD) to General Business (C-2). 3rd reading			N		
Amending the Horizontal Datum References, by Ordinance. 3rd Reading			N		

**November 26, 2019**      **Councilmembers Absent:**

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Allotted Time</b>	<b>Begin Time</b>
<b>Recommendations = Information Only, Move Forward for Approval, Direction Requested</b>			
Council Meeting Follow-up			4:30
Agenda Setting		20 min	
Legislative Review		10 min	
Council Around the Table		10 min	
Approximate Ending Time:			



## October 2019 NEWSLETTER

**ART 321 Board Members:**

**Carol Chapman**—President  
**Ken Carpenter**—Vice President  
**Pat Fannesbeck**—Treasurer  
**Ellen Schreiner**—Secretary  
**Carolyn Rodgers**—Newsletter Chair  
**Dave Sneesby**—Workshops and Facilities Chair  
**Vicki Primrose**—Public Relations and Events Chair  
**Marisa Wesnitzer**—Exhibits Chair  
**Debbie Jenkins**—Gift Shop Chair

**ART 321 Employees:**

**Susie Grant**—Executive Director  
susie@art321.org  
**Cathryn Becker**—Gallery Manager  
cathy@art321.org  
**Johanna Swisher**—Administrative Assistant  
johanna@art321.org

**Contact Us:**

321 W. Midwest  
Casper, Wyoming 82601

**Phone:** (307) 265-2655

**Hours:** Tue -Sat 10am to 4pm  
Free Admission

**MISSION STATEMENT:**

*The Casper Artists' Guild nurtures & educates visual artists while making the arts welcoming & approachable*

### It's Never Too Late to Follow Your Dreams

From the time Karen Henneck can remember she loved to create. Unfortunately, art was not an option for Karen growing up. Karen said it wasn't even considered a hobby and was far too expensive to contemplate. Instead Karen exercised her creative abilities working as a floral designer for many years before she made the decision to resign.

"I knew I wanted to be an artist. It was calling me, but I just didn't know how to make it happen," Karen said. Although it was intimidating, Karen's strong feeling to keep moving towards her desire to become an artist was what she can only describe as a calling from God.

At age 46, Karen signed up to take formal art classes through Casper College and never looked back. During this time Karen continued to work at the floral shop on the weekends while working towards her degree. She fulfilled her dream and since then Karen has had a rewarding career as an artist and poet. Karen has published three childrens books and has been featured in numerous publications including the Casper Star-Tribune, Greeley Tribune, Eaton Harold and most recently landed a spot in the Southwest Art Magazine. Karen has shared her talents in several national art shows and has no plans of slowing down.

(Continued on Pg. 3)

## Halloween Appreciation Party!



Join ART 321 for our Member Appreciation Halloween Party on Saturday, October 26th from 7-9 pm!

Members and a guest are invited to come boogie with the ghosts and ghouls. Costuming up is highly encouraged, and prizes will be awarded for the scariest, best couple, and most unique attire.

Snacks and beverage will be provided. All are welcome to bring a dessert or hors d'oeuvre to share.





## Calendar of Events

<b>Groups:</b>		
Tuesday	10:00am - 12:00pm	Ceramics
Wednesday	10:00am - 1:00pm	Portrait Painting
Wednesday	10:00am-12:00pm	Weaving Group
Thursday	10:00am - 1:00pm	Pastel Painting Group
Third Thursday	1:00pm-3:00pm	Fiber Group
Saturday	10:00am - 12:00pm	Watercolor Class
Saturday	1:00pm-4:00pm	Oil & Acrylic Class/Lesson
<b>Shows:</b>		
OCTOBER: Misty Plott		
Fiber Arts—Open Call		
Larry Simons		
NOVEMBER: Ginny Butcher & Karen Henneck		
Postcards & Pint-Sized Art		

### **DUE DATE FOR POSTCARDS & PINT-SIZED ART** **OPEN CALL: Thurs. October 31st at 4pm**

**Workshops:** Fri. NOV 1-Sat. NOV 2: Painting Landscapes and Cows in Oil 9am-3 pm  
Sat. NOV 9: Pastel Landscape 9 am-4 pm

Board Meetings are on the 2nd Tuesday of each month at 3:00 pm.



Ginny Butcher

This two-day workshop by well-respected artist **Ginny Butcher** will cover composition, color and value with a specific focus on how to use color and value to make a landscape painting luminous. Day #1 will set the stage by completing a block in and some development. Day #2 will bring thoughtful adjustment to bring out some luminosity more fully. And there will be cows! Ginny will share some of her secrets for capturing individual bovine personality. The cost is \$150 for members/ \$175 for nonmembers and a short supply list is available.



### **POSTCARDS & PINT-SIZED ART** Saturday, November 9th from 6-9pm

**SAVE THE DATE** for ART 321's 2019 Postcards & Pint-Sized ART event on Saturday, November 9th from 6-9 p.m. Enjoy an evening of silent auctions, great food and cocktails. Beautiful small works of art donated by talented artisans for silent auction as well as live entertainment makes for a fun night out! Tickets are only \$25 each or \$40 per couple.

**SUBMISSION DEADLINE: THURSDAY OCTOBER 31ST**  
ART 321 invites all artists to donate 1 or 2 small-format works of art that could be included in our upcoming silent auction this year! ART 321's signature Postcards & Pint-Sized Art event is fast approaching on Saturday, November 9th from 6-9 p.m. Because of your generous donations, the proceeds from the sale of this show will help provide ART 321's daily operations. To show our appreciation, all artists who donate artwork are invited as our guest at the Thursday opening reception and the event itself on November 9th. All works must be 5"x7" or smaller. For questions please call ART 321 at 307-265-2655.



Karen Henneck

Acclaimed pastels artist **Karen Henneck** is offering this one-day workshop for pastels artists at all levels of experience. She will provide a photograph and guide students through her techniques for rendering beautiful landscapes and bodies of water that look wet and natural. The cost of the class is \$60 for members/\$75 for nonmembers and a supply list is available.

ART 321's annual **Holiday Art Bazaar** will take place on Saturday, November 16 from 9-4. Please call or come by soon to sign up for booth space. The cost is \$50 for ART 321 members; \$60 for nonmembers. We invite all artisans and craftspeople to use this opportunity to sell their hand-made items to the public. More information can be obtained by calling 265-2655.



(Continued from Pg. 1) Not only is Karen a student of art, she also teaches. Her love for creating and love for her family is evident when she talks about her older sister who was diagnosed with Multiple Sclerosis in her early twenties. Karen's sister Judy always wanted to be an artist. When the disease caused Judy to be paralyzed from the neck down, Karen patiently worked with her to help her create beautiful pieces that Karen treasures to this day.

"I would help Judy paint. Judy would take the brush in her mouth with the color she wanted to use, we would use the canvas like a map of the United States and Judy would tell me what state to start in and what state to end," Karen said. "She was such a positive soul and never complained. She was such a sweet person."

Pastels is the medium of choice for Karen because of the beautiful colors she can create. They are spontaneous and good to use in plein air painting. She describes the way the sun hits the landscape and she can quickly grab the color she needs without having to stop and mix colors and potentially losing the moment and light. Karen is a member of the Pastel Society of America and the Pastel Society of Colorado, Pastel Society of New Mexico, American Impressionist Society and American Women Artists. She has numerous awards including winner of Wyoming Governor's Capitol Art Show and winner of the Governor's Choice Awards, Legislators' Choice Award, Top 200 Arts for the Parks National Competition, finalist, Pastel Journal Magazine National Competition, finalist, Petroleum Club Award, Winner and the WY Plein Air Event, first place winner.

Executive Director, Susie Grant said, "Karen loves being a part of ART 321-Casper Artists Guild and we love having her as a member. Karen is a very talented teacher and mentor to many artists. Karen will be teaching a workshop on November 9<sup>th</sup> from 9 a.m-4 p.m. We encourage people to reserve a spot today."

To find out more about Karen please visit her website at [www.karenhenneck.com](http://www.karenhenneck.com).

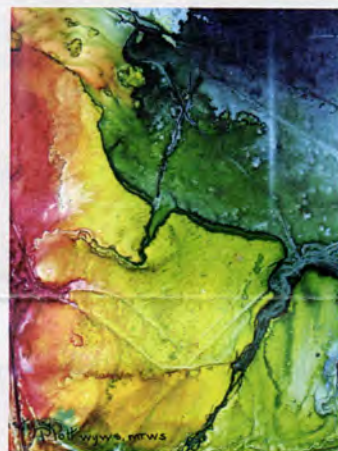


*Prismatic Porch by Misty Plott*

## Misty Plott



*Party Line by Misty Plott*



*Chromatic Spring by Misty Plott*



*Momma with Twins by Audrey Jarvis*

## Fiber Arts

*Butterfly/Papillon by Tina McCarty*



## Wood Carvings by Larry Simons





### \*\*\* ART 321 MEMBERS IN THE SPOTLIGHT \*\*\*

Please let Susie know about your arts-related awards or achievements so we can celebrate them in next month's newsletter.

#### Thank You!

Thank you to Brenda Short for donating the quilted balloon hanging for the October Artist's Reception Raffle!

#### SAVE THE PARKING!!

Become an informed and active citizen in a campaign for change! For more details, stop in at ART 321 today!

#### Chapman Gift Gallery

September marked the change-over in the Chapman Gift Gallery. Stop in and check out our new inventory!

#### Volunteers Needed!

Please call Cathy if you are able to help at the front desk during the following times:

Thursday, October 17	1- 4 p.m.
Tuesday, October 22	2:30 - 5 p.m.
Thursday, October 31	2 hour increments
Friday, November 1	2 hour increments
Saturday, November 2	2 hour increments
Tuesday, November 12	2:30 - 5 p.m.
Wednesday, November 27	2 hour increments

#### Artist's Reception

Thursday, November 7, 5-7 p.m.

#### Post Cards & Pint Sized Art Event

Saturday, November 11, 6 p.m. - 9 p.m.

#### Holiday Art Bazaar

Saturday, November 16, 9 a.m. - 4 p.m.

Thank you to our September volunteers:

Audrey Jarvis, Dave Sneesby, Chuck Smith, Cathi Wilson, Ranae Mason, Diane Sanderson, Debbie Jenkins, Vicki Windle, Rachel Hawkinson, Ona Golter

### RUSTY'S RUMOR



Rusty sees that people are in the gallery much later than usual! One artist said, "I can come in until 6 on week nights?" Rusty wanted to reply with a firm, "yes!" but it came out as a small squeak instead.

Thank you to Carole Glenn for sponsoring the color printing for October's newsletter. If you would be willing to sponsor the color printing next month, please contact Susie. Color printing helps highlight member work and promote our activities!



Carter Napier  
200 N. David Street  
Casper, WY 82601

Art 321  
321 W. Midwest  
Casper, WY. 82601

11 OCT 2019 PM 2:1

CASPER WY 82601





**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING**

**THURSDAY, OCTOBER 17, 2019  
ELKHORN ROOM  
5:30 PM**

**I. AGENDA/MINUTES**

**a. Previous Meeting Minutes/Notes**

- i. August Board Meeting Minutes \*
- ii. August Executive Session Meeting Minutes \*
- iii. September meeting cancelled

**II. BUDGET/FINANCIAL**

**a. Financials**

- i. June 2019 Financials \*
- ii. July 2019 Financials \*
- iii. August 2019 Financials\*
- iv. September 2019 Financials\*
- v. Fiscal Year 19 Budget Revisions \*
- vi. Fiscal Year 20 Budget Revisions \*

**III. BOARD**

**a. Next Meeting Date**

- i. Proposed Meeting Date for November 21st, 2019 \*

**IV. HEALTH OFFICER**

**a. Health Officer Report**

**V. DIVISION REPORTS**

**a. ADMINISTRATION**

**1. General Administration**

- a. Ratify UW Fay Whitney School of Nursing Contract
- b. Ratify Community Action Partnership Contract
- c. Ratify additional car purchase

**2. PUBLIC HEALTH PREPAREDNESS/MEDICAL RESERVE CORP/CPR**

**3. WYOMING AETC/HIV CASE MANAGEMENT/RYAN WHITE  
PROGRAMS/WCRS**

**b. COMMUNITY PREVENTION PROGRAM**



**c. ENVIRONMENTAL HEALTH DIVISION**

**d. NURSING**

- 1. DISEASE PREVENTION CLINIC**
- 2. ADULT HEALTH PROGRAM**
- 3. MATERNAL CHILD HEALTH PROGRAM**

**VI. CITY/COUNTY LIASION REPORTS**

**VII. BOARD MEMBER REPORTS**

**VIII. ADJOURN**



## FY 2020 Specific Entity and One Cent Quarterly Report

*Please file this form at the conclusion of the quarter. Failure to complete and send in this form could result in a denial of payment for any current or future funding.*

Organization: City of Casper-Natrona County Health Department Program/ Event: General Funds for Department Operations (funds many programs within our health department, details provided below) and City 1% Funding

Contact Person: Anna Kinder, Executive Director

Phone Number: (307) 577-9722

Date: 10/14/19

Please Select One:

**1<sup>st</sup> Quarter**    2<sup>nd</sup> Quarter    3<sup>rd</sup> Quarter    4<sup>th</sup> Quarter

### 1. Mission

The City of Casper – Natrona County Health Department is committed to protecting and enhancing the public health and well-being of the Casper and Natrona County communities.

### 2. Financial Information

The City of Casper provides critical funding to CNCHD for basic operations. The City of Casper has committed to provide \$540,000 to the CNCHD for Fiscal Year 2020 (July 1, 2019 through June 30, 2020). CNCHD Programs funded by City of Casper General Funds include: Administration (\$219,281.89), Board of Health operations (\$20,050.00), Maternal and Child Health Program (\$59,172.77), Disease Prevention Program (\$1,849.50), Environmental Health Program (\$203,373.05), TANF (13,522.77) and Health Department Building/Housekeeping (\$22,750.00). Most of the programs financially supported by the City of Casper are statutorily mandated programs that the health department must provide. CNCHD also receives funding for basic operations from a variety of other funding sources which include: County general funds/contracts, State contracts/grants, federal contracts/grants, and client fee-for-services. We provide a summary for each program supported by City of Casper general funds individually below.

## **Administration/Board of Health/Building Operations**

### **Program Significance**

- In FY20-Quarter One, the City of Casper provided \$262,081.89 (54.9% of program's operating budget) to CNCHD's Administration (includes Board of Health expenses and building expenses).
- Administration at CNCHD provides administrative and fiscal oversight to the entire health department. CNCHD's 43 staff members and the entire County population are the beneficiaries of this part of the health department.
- Administration provides strategic vision to the health department, assuring that the department plans and mitigates future public health problems.
- Responsible for planning, implementation, and coordination of all department activities.
- Responsible for workforce development of employees, which is critical in healthcare organization.
- CNCHD's Administration team is made up of 3.5 FTEs; the Executive Director (1.0 FTE), Office Manager/Bookkeeper (1.0 FTE), Department Receptionist (1.0 FTE), and a part-time Certified Public Accountant (0.5 FTE). The new Executive Director has worked to ensure all other staff are tied to a funding stream.
- The Natrona County Board of Health is made up of 5 appointed Board members; two of which are appointed by City Council, two that are appointed by the County Commissioners, and one that is jointly appointed.
- The Administration team participates in: Casper Coalition, Mountain Plains Addictions Technology and Training Center, UW Geriatric Assessment Team, Leadership Casper- Class 2020, Chamber of Commerce.
- Other team members sit on the Natrona County Prevention Coalition, Community Prevention Strategies Group, Natrona County Suicide Prevention Task Force, Wyoming Prevention Action Alliance, Wyoming Suicide Prevention Alliance Committee, Day of Prevention Committee, Meth Committee, Legislative Committee, CBD Committee, Natrona County Restorative Justice, Alcohol Task Force/Safe Ride, Safe Ride Marketing and Branding Committee, Treatment Provider Troup, Community Prevention Specialist Group, Northeast CPS Group, Meth Conference Committee, Community Juvenile Services Board, Harm Reduction Committee,

### **Results**

- Working towards FY20 Budget revisions.
- Continued implementation of updated HIPAA policies throughout the department.
- Continued work on department-wide continuous quality improvement initiative, policy and promotion review committee, marketing, moral, annual reporting and continuing work on internal performance management system.
- Continued workforce development on Public Health Core Competencies for all staff.
- Continued work on Community Health Improvement Plan in partnership with Wyoming Medical Center
- Celebration of serving the community for 65 years- education on the vast array of services that are provided.
- Individual meetings held with each staff member to establish baseline and develop a plan to maximize the skills of all staff to work at the highest potential.
- Vaping is becoming a large area of concern and the health department is staying on top of issues that arise in our community.

### **Outcomes and Impacts**

- Quality department management
- Excellent fiduciary oversight
- Goal-oriented focus for department programs
- Efficient provision of essential public health services
- Health department that is adaptive and responsive to community needs
- Continuous quality improvement
- Movement towards national, voluntary public health accreditation



## Adult Health Program

### Program Significance

- In FY20-Quarter One, the City of Casper provided \$0 for the Adult Health Program. We have worked to make this program self-sufficient via fee-for-service.
- This department is supported by 1 Admin. Assistant, 1 Nurse/Manager, and 4 nurses.
- The Adult Health Program is devoted to assisting older adults and disabled adults in our community with maintaining their independence within their own home environment.
- A portion of this program is mandated by statute. Our Adult Health nurses conduct comprehensive functional assessments (LT101s) to determine medical necessity for services under any part of the Medicaid Waiver program. The assessment integrates physical, mental and functional needs of the client in order to determine if they are suitable for the services provided under the Medicaid Long Term Care, Assisted Living Facility, or Home and Community Based Waiver Services programs. Only public health nurses in Wyoming are qualified and trained to conduct LT101s. All local health departments are required to conduct LT101s.
- The Adult Health Program also provides medical case management for chronically-ill/disabled, older adults enrolled in the Medicaid Home and Community-Based Services Waiver program. While other for-profit, private agencies also provide these services in the Casper community, CNCHD is able to provide more sustainable and stable case management services compared to other entities. Medicaid Waiver reimburses CNCHD for the services.
- The average cost of nursing home care in Natrona County is approximately \$6,000 per month and continues to rise. The provision of case management services for clients costs less than \$1,000 per month, so we are able to substantiate a large cost savings to taxpayers and to the healthcare system by focusing on preventative care in the home.
- Our Adult Health Program nurses participate in Senior Network (at UW Family Practice), Casper Care Coalition, Wyoming Dementia Care Board, Adult Protection Team, Suicide Prevention Taskforce, Natrona County Case Manager Support Group, and the City's Senior Advocacy Committee.

### Results

Month	Case Management Visits Completed	Functional Assessments LT101s Completed
July 2019	124	88
August 2019	117	125
September 2019	120	149
TOTAL	361	362

**\*This is an increase from previous reporting period.**

### Outcomes and Impacts

- The Adult Health Program, through the LT101 assessments and case management services, assures that community-dwelling older and/or disabled adults are able to stay in their home longer.
- Case management improves medication adherence and compliance.
- LT101s assure that only those Medicaid patients most needing admission into long term care or assisted living are admitted and others are not, saving taxpayers money.
- Case management reduces hospitalizations and hospital readmissions.
- Case management allows for client counseling and self-management education for chronic conditions such as diabetes, chronic obstructive pulmonary disease (COPD), and heart disease.
- Case managers work closely with a client's primary care providers and other members of the client's care team to assure services needed are provided and the client is connected with the most appropriate agencies and resources.

## Maternal and Child Health/TANF Program

### Program Significance

- In FY20-Quarter One, the City of Casper provided \$72,695.54 (15% of program's operating budget) to the Maternal and Child Health and TANF Program at CNCHD.
- This department is supported by 1 Admin. Assistant, 1 Social Worker/Manager, and 5 nurses.
- The Maternal and Child Health Program at CNCHD and the services it provides are mandated through state statute. The program provides nurse home visitation to pregnant women before birth of child and mom/baby/family units postpartum. The program uses an evidence-informed curriculum called "Partners with a Health Baby", which was developed by Florida State University.
- The program is legislatively mandated to reach 95% of Medicaid births in the County and 75% of all other births; however, the program is inadequately funded to have that reach.
- Home visitation programs through the Maternal and Child Health Program give pregnant women and families, particularly those considered at-risk, necessary resources and skills to raise children who are physically, socially, and emotionally healthy and ready to learn.
- Goals of the Maternal and Child Health Program include: improve maternal and child health, prevent child abuse and neglect, encourage positive parenting, and promote child development and school readiness.
- Critical activities provided by the public health nurse during home and/or office visits include: supporting preventive health and prenatal practices, assisting mothers on how best to breastfeed and care for their babies, helping parents understand child development milestones and behaviors, promoting parents' use of praise and other positive parenting techniques, and working with mothers to set goals for the future, continue their education, and find employment and child care solutions.
- The program also facilitates the Children with Special Health Care Needs program through the Wyoming Department of Health.
- Our Maternal and Child Health nurses participate on Child Protection Team, Drug Endangered Children Alliance, Adverse Childhood Experiences, Casper College Nursing Advisory Board, I-REACH Board of Directors, Health Services Advisory Committee, Interagency Collaboration Counsel, Natrona County Prevention Coalition's Family Parent/Family Coalition, and Parenting Subcommittee.

### Results

MONTH	IN-PERSON VISITS WITH MOM/BABY/FAMILY
JULY 2019	173
AUGUST 2019	231
SEPTEMBER 2019	189
<b>TOTAL</b>	<b>593</b>

- We are fully staffed in MCH, however during this reporting period one nurse was out on maternity leave.
- We have experienced a significant gain in visits from last reporting period from 354 to 593.
- Maternal and Child Health program staff held one Planning for Parenthood Class.
- The program secured private funding from Healthy Births and Infant Brains Foundation, which is paying for 1.5FTE.

### Outcomes and Impacts

- Data recently received from Wyoming Department of Health showed that pregnant women and new moms in Natrona County had greater acuity and needs than state averages. Greater percentages of the women in Natrona County are homeless, jobless, had a partner that went to jail, had a sick family member, had someone close to them that used drugs, and other social stressors than women residing in other Wyoming Counties.

## Disease Prevention Program

### Program Significance

- In FY20-Quarter One, the City of Casper provided \$1,849.50 to the Disease Prevention “General Clinic” program (Less than 1% of the program’s operating budget).
- This department is supported by 2.5 clerical/front desk positions, 1.5 Billers, 1 Nurse/Manager, and two nurses. We hope to hire two additional positions to assist with walk ins and education in the community.
- The Disease Prevention Program at CNCHD provides tuberculosis prevention and control, travelers’ health services, immigration health services, and epidemiologic follow-up on reportable diseases and conditions.
- Tuberculosis prevention and control and epidemiologic activities are mandated by statute to the health department. Travelers’ health services and immigration health services are not mandated programs, but are self-sufficient/fee-for-service based activities.
- Tuberculosis prevention and control activities include tuberculosis screening for high-risk individuals and for healthcare and daycare workers. Tuberculosis screening is conducted via Mantoux skin tests (PPD) and risk screening questionnaires. Persons testing positive for tuberculosis screening tests are assessed for active disease. If no active disease exists, patients are termed cases of latent tuberculosis infection (LTBI). LTBI cases must receive treatment for at least six months to clear the latent infection, if left untreated they have a 5-10% chance of their infection becoming active and contagious throughout their lifetime. This treatment is often completed via DOT (Directly Observed Therapy) over a period of several months and observed by our Disease Prevention Nurses. Our Disease Prevention clinic nurses provide medical case management and treatment follow-up to all cases of LTBI in Natrona County. Patients found with active tuberculosis infections are referred to Rocky Mountain Infectious Disease for treatment, as treatment can be complicated by patient’s health history and/or drug-resistance. The Disease Prevention RNs conduct case management and follow-up for these active cases as well.
- The health department is responsible for investigating and controlling outbreaks of infectious disease. Often these investigations entail epidemiologic interviews of ill persons, tracking of laboratory results, coordination with healthcare providers/labs/state health department/school authorities/daycares, etc. Often, we are asked to investigate “suspected” cases of reportable illness to find that the ill person is not infected with the disease suspected. These activities can be incredibly time-consuming and resource intense.
- We meet monthly to discuss Mass Vaccination Clinics- always preparing in the event we need to mobilize and vaccinate all the citizens of Natrona County. We currently are preparing for Back to School and Flu clinics. We will host two specific Back to School clinics for required vaccinations for attendance at school. October 3<sup>rd</sup> will be exclusion day that if the child does not have required vaccines will need to be vaccinated before returning to school. We will host 11 Flu clinics throughout the community- one of them specifically geared towards all City employees.
- Through the end of September, 157 HPV vaccines have been provided.

### Results

- We currently have 2 new cases of LTBI in our LTBI case management program who are undergoing treatment for this infection. This number fluctuates as patients complete treatment and as newly identified LTBI cases are enrolled. One previous LTBI case management patients completed treatment in this quarter.
- During the quarter, we provided 91 tuberculosis screenings (PPDs placed- there is a national shortage of PPD, and we have had to adjust protocol to meet the needs of the community). We provided 13 traveler’s health evaluations and 14 immigration physicals. Our county health officer has been out on medical leave since end of August which also impacts our immigration physicals as he is the only civil surgeon in the area.
- No new cases of active tuberculosis were detected in Natrona County this quarter.
- There were no outbreaks of infectious disease noted this quarter, though we were diligently observing for signs and reports of measles cases due to outbreak situations in surrounding states.

- Citizens of Natrona County who travel abroad were provided education, vaccines and medication to protect them while they traveled.
- Persons seeking immigration status change received thorough medical assessments, vaccinations, and screenings for communicable diseases.
- We are currently providing medical case management to 34 persons living with HIV through the state's Ryan White program.
- We implemented a new clinical protocol for HIV Pre-exposure prophylaxis and have clients enrolled in the program.
- We are tracking and implementing control measures to control the ongoing outbreak of Hepatitis A in the community.

#### **Program Results/Impacts**

- Healthcare workers, daycare workers, and other individuals who are at high-risk for tuberculosis infection were provided essential screening so that they could be employed.
- Citizens of Natrona County who travel abroad were provided education, vaccines, and medication to protect them while they traveled.
- No new cases of active tuberculosis were detected in Natrona County and individuals with latent tuberculosis infection were managed and treated so that their infection does not develop into active infection. These outbreaks occurred in schools, daycares, long term care facilities, and food establishments.
- Outbreaks and clusters of unusual illness were detected and mitigated through epidemiologic intervention.
- We continue to see an increase in STD's in the community- Chlamydia, Gonorrhea, and Syphilis. We have programs in place to get out into the community to provide education and testing to high risk populations.

## Environmental Health Program

### Program Significance

- In FY20-Quarter One, the City of Casper provided \$203,373.05 (41.8% of operating budget) to the Environmental Health Program.
- This department consists of 1 Admin Assistant, 1 Inspector/Manager, and 3 inspectors. Currently there is one open position.
- This program is mandated for local health departments.
- The Environmental Health Program is responsible for inspection services and regulatory oversight of food service, pools/spas, campgrounds, commercial lodging, daycares, and tattoo/body art facilities.
- The food safety inspection program is mandated by Wyoming State Statute 35-7-110 *et seq.*
- CNCHD adopted the most recent version of the Wyoming Food Safety Rule in 2013. We work closely with the Wyoming Department of Agriculture Consumer Health Services Division to enforce food safety regulations.
- The swimming pool inspection program is mandated by Wyoming State Statute 35-28-101 *et seq.* CNCHD adopted state regulations for pools, spas, and aquatic facilities and we collaborate with the Wyoming Department of Agriculture on assuring the safety of recreational water facilities in Natrona County.
- For daycare inspections, our staff work cooperatively with the local fire department and Wyoming Department of Family Services to conduct health and safety inspections of all licensed daycare facilities in Natrona County. Our inspections include site reviews that ensure compliance with minimum health, safety, and sanitation requirements.
- We have county-level regulations for campgrounds, commercial lodging, and tattoo/body art facilities.
- Through a delegation agreement with Wyoming Department of Environmental Quality, CNCHD has authority to enforce wastewater regulations for Natrona County. These regulations aim at reducing opportunities for the transmission of waterborne illness through sewage and wastewater contamination into well systems or other sources. The department is responsible for reviewing and permitting new wastewater systems, overseeing repairs to existing systems, upgrades/expansions of existing systems. Our inspections examine sizing criteria, minimum setback requirements, approved appliances for systems with <2,000 gallons per day capacities.
- The Environmental Health program also conducts routine epidemiologic investigations of reportable foodborne or waterborne illnesses and assists with outbreak/cluster investigations when necessary.
- The Environmental Health Division collaborates with Metro Animal Control to follow up on animal bite cases and when necessary, coordinates deemed with victims to procure post exposure Rabies vaccine.
- We participate in Metropolitan Planning Organization, Wyoming Food Safety Coalition, and Governor's Food Safety Council.

### Results

- From July 1, 2019 through September 30, 2019, the Environmental Health Program conducted a total of 317 health inspection visits. These counts include repeat visits for follow-up on violations.
- During the quarter, we completed seven epidemiologic investigations on single cases of sporadic foodborne/waterborne diseases.
- All inspection reports conducted by CNCHD are now made available to the public via our website at [www.casperpublichealth.org](http://www.casperpublichealth.org) and clicking on Licensing and Inspection Services.

### Outcomes and Impacts

- Natrona County has one of the lowest rates of reportable foodborne illness in Wyoming due to its robust and locally-controlled inspection programs. The incidence of foodborne and waterborne disease outbreaks in Natrona County is lower than the state average.

## INSPECTION TYPE

	JULY	AUGUST	SEPTEMBER
TATTOO/BODY ART	1	0	0
CAMPS	3	1	0
CHILD CARE	3	4	10
CHILD CARE FOLLOWUP	0	0	0
FOOD	66	44	47
FOOD PLAN REVIEWS	13	9	6
LODGING	0	2	3
SWIMMING POOL/SPA	15	2	10
SWIMMING POOL FOLLOW UPS	10	1	5
NEW SEPTIC PERMITS	2	5	4
REPLACEMENT SEPTIC PERMITS	4	2	0
SEPTIC SITE VISITS	18	7	14
EPI FOLLOW UP	1	3	2
TOTAL INSPECTIONS	136	80	101

## City 1% Funds

CNCHD requested City 1% Funds to be used to upgrade our conference rooms and waiting room in exchange for having meeting room space available to our community. We received \$41,667.00 for this reporting period. We have received all chairs for North Platte Conference Room which can host 50 people, Elkhorn Conference Room which can host 27 people and new waiting room chairs that can be cleaned and sanitized. We have recently secured ordering new tables for the North Platte Conference Room that will maximize space and be easily portable for the various activities that take place in that room.





## FY 2019 Community Promotions Final Report

Please file this form within **30 days** of the conclusion of your event. Submit this form along with any bills for reimbursement to the City Manager's Office, 200 N. David, Casper, WY 82601. **Failure to complete and send in this form could result in a denial of payment for in-kind, facilities, AND cash funding, as well as a disqualification from any future funding grants.**

Organization: Casper Soccer Club, Inc Program/ Event: 22<sup>nd</sup> Annual Fall Classic

Contact Person: Wendy Brown Phone Number: 307-473-2617 Date: 10/07/2019

Email Address: wendyb@caspersoccerclub.com

### 1. Mission

Please state the agency's mission/vision:

### 2. Written Account of your Event

Please attach a written account of your event. Was the event successful? Did it go off as expected? Were there any problems? **Please limit your written account to one (1) page of written material.**

### 3. Financial Information

Please attach a one (1) page summary of the revenue and expenses for this event. **Please include the amount you were allocated from community promotions funding and whether it was for cash, in-kind, facilities, or any combination of the three.**

### 4. Program Significance

- Using bullets describe the individuals who are the focus of your work and are influenced by your activities.
- What impact did the program have on the specified target population and community?
- Have there been significant trends over the past months regarding your target population?

### 5. Results

- Please describe the outcomes/outputs
- Please describe the method of measurement
- Please describe the performance results

### 6. Program Results/Impacts (use bullets)

- Explain how much (quantity) service the program delivered
- How well (quality) the services were delivered. For example, describe how individuals were better because of the event
- What does your analysis of the past year's data tell you about what is happening to the impacted target population?
- How could the event have worked better?
- How will you address this?



## 7. Attendance and Participation

In order to gauge the impact that your event has had on the community, it is important that we know how many people attended and/or participated in your event.

- a. **Please fill out the information in one of the three boxes below.** If you intend to use a counting method that is not listed, then please contact Fleur Tremel in the City Manager's Office (235-8224) to inquire about pre-approval.
- b. Please provide information as to number of participant/spectators who are from Casper and those that are from outside of Casper, as well as what method you used to count.

### Attendance and Participation

Please fill out one of these three sections as instructed on the opposite side of this page.

<i>I can <b><u>Accurately Count</u></b> the number of people who attended my event because:</i>	
<input type="checkbox"/> We sold tickets <input type="checkbox"/> We took a turnstile count or counted people as they came in <input type="checkbox"/> We conducted an organized head count <input checked="" type="checkbox"/> All participants were registered <input type="checkbox"/> We used sign-in sheets <input type="checkbox"/> We used another method that was pre-approved by the City Manager's Office	
Number who Actively Participated:	1363
Number who attended as Spectators:	

<i>I can only make a <b><u>Rough Estimate</u></b> of the number of people who attended my event.</i>	
Number who Actively Participated:	
Number who attended as Spectators:	3000 estimated

<i>I can make an <b><u>Educated Guess</u></b> at the number of people who attended my event because:</i>	
<input type="checkbox"/> We counted cars <input type="checkbox"/> We filled a certain amount of space <i>For example: "We filled fifteen rows of 20 seats each" or "We filled two 20 x30 foot rooms with people"</i> <input type="checkbox"/> We used another method that was pre-approved by the City Manager's Office	
Number who Actively Participated:	
Number who attended as Spectators:	

***What's the difference between a participant and a spectator?***

A **participant** is someone who is actively involved in the activity; a **Spectator** is someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator! For example:

<b>If your event was....</b>	<b>Then your count of <u>Participants</u> would include...</b>	<b>And your count of <u>Spectators</u> would include...</b>
<i>.... a Baseball Tournament</i>	<i>Players, coaches, volunteers, and other people who helped out with the tournament</i>	<i>The people who were sitting in the bleachers.</i>
<i>.... a Bake Sale fundraiser</i>	<i>People who cooked, set up tables, handed out flyers, etc.</i>	<i>The people who came to shop at the bake sale, even if they didn't buy anything</i>
<i>... a class for teens about alcohol abuse</i>	<i>The teachers, the people who organized and hosted the event</i>	<i>The students who attended the class.</i>
<i>.... a soup kitchen that gave food to the homeless</i>	<i>People who worked in the kitchen, advertised the program, etc.</i>	<i>The people who received the food.</i>

**ADDITIONAL NOTES (IF NEEDED):** \_\_\_\_\_

---



---



---



---



---



---



---



---



---

# 2019 Community Promotions Final Report

Casper Soccer Club – 22<sup>nd</sup> Fall Classic – Sept 7-8, 2019

1. Mission statement: The Casper Soccer Club is dedicated to the development of life skills and self-concepts through learning the basic principles of soccer, the fundamentals of teamwork and the responsibility of teamwork. Honor the Game with Pride – Passion, Respect, Integrity, Dedication and excellence.
2. The Casper Soccer Club was the host of the Casper Fall Classic on September 7-8, 2019. 123 teams converge at the North Casper Soccer Complex to compete in the 2-day, 224 game event. Teams from Jackson, Sheridan, Rock Springs Green River, Gillette, Buffalo, Lander, Riverton, Cody, Billings, Rapid City, Powell, Cheyenne, Douglas and Casper came together to compete. Age divisions included U8, U10, U12, U14, U16 and U19 teams. 1<sup>st</sup> and 2<sup>nd</sup> place awards were present in each of the listed age divisions. The Casper Fall Classic was a successful event. The games stayed on schedule through out the weekend. The games and competition portion of the event went great. We did run into a little bit of weather on Sunday, just as the last games of the day were starting. The last set of games had to be cancelled due to the thunderstorm and not having sufficient time to delay and play the games. 1,363 roster players participated in 224 games with only a few minor injuries.
3. Financial See Attached
4. Program Significance – Focus – Impact - Trends
  - Soccer players ages 7 to 19 to compete in the game of soccer
  - Providing a quality event for youth soccer teams from around Wyoming & surrounding states
  - Provide a quality qualifying event for the WSA State Championships in May
  - 123 teams 1363 players attended the event
    - Approximately 3000 spectators also attended (parents, grandparents, etc.)
  - Consistent attendance over the last 2 years
    - The number of U8-U10 teams participating has increase slightly

## 5. Results/Impact

The 123 teams participated in a well-run soccer tournament. A sufficient number of referees were available to work the games. Teams were selected to attend the Far West Regional Soccer Tournament. 2 Referees were selected to represent Wyoming in the Western Regional tournament.

- 123 teams participate in a 3-day soccer tournament
- 3 game guarantee with playoffs & finals in the U10 to U19 bracket
- 85 Referees worked the event, and they were from around the state of Wyoming
- U8 teams played 4 games in 2 days
- Awards presented to the 1<sup>st</sup> & 2<sup>nd</sup> Place in 16 divisions from U9 to U19 teams
- Competition was well matched
- Large economic impact on community of Casper with a 1-2-night stay– Lodging and restaurants

## 6. Impact

- Some changes will be made to the criteria to accept teams based on past behavior
  - Some guidelines about sportsmanship will be developed with consequences

22th Casper Fall Classic 2019 Budget				
September 7-9, 2019				
Income	Projected		ACTUAL	
	Income	Expenses	Income	Expenses
Entry Fees (90 teams) Average entry fee \$440	39,600.00		\$ 55,440.00	
Concessions	900.00		\$ 932.50	
Concession/Vender Fees	350.00		\$ 310.00	
t-shirts	800.00		\$ 2,794.00	
Sponsors/Grants/Advertising	2,000.00			
			\$ 59,476.50	
Total Income	43,650.00			
<b>Expenses</b>				
Referee Expenses				
Referee Assigning Fee 444 assignments x \$3.25 (543 assignments)		\$1,462.50		\$ 1,764.75
Assistant Referee Assigning Fee		\$400.00		
Referee payments		\$13,652.50		\$ 15,635.00
Lodging (referee)/travel expenses		\$2,500.00		\$ 1,196.36
Meals & Snacks & Beverages		\$1,750.00		\$ 1,193.30
Referee Assessments (maintance assessments)only if cost effective		\$560.00		
Subtotal Referee Expenses		\$20,325.00		
WYS Sanction fees/Insurance - \$30 team/\$20(U8)		\$2,700.00		\$ 3,450.00
App to host fee		\$350.00		\$ 350.00
Credit card processing fees		\$1,155.00		\$ 2,050.47
Got Soccer Mngmnt Fee - \$15/team		\$1,350.00		\$ 1,660.50
Field Prep-labor/paint/supplies		\$2,345.00		\$ 1,625.60
Equipment-goal ties /Flags		\$350.00		\$ 115.30
Awards-Medals/Trophies				
15 divisions x 18 players x 2 (1st &2nd)x \$4.25/award		\$2,295.00		\$ 1,552.10
Promo Item-Tournament pins - \$1.10each		\$2,400.00		\$ 1,486.91
Programs/ Poster Schedules/Misc-game cards/misc supplies		\$750.00		\$ 602.97
Rental Equipment				
Tent/Chairs/Table		\$1,100.00		\$ 683.25
PA rental		\$100.00	Purchased	\$ 120.00
City Lease \$500/day x 2 days *		\$1,000.00		\$1,000.00
Sanitation (R&R Services/adding services already contracted w/city )		\$975.00		\$ 1,487.50
Trash		\$300.00		\$ 235.00
Utility/Building/Office Cost for Event(\$250 rent + month utilities)		\$250.00		\$ 603.92
Concession labor		\$600.00		\$ 888.30
Medical Services - estimated \$35/hr x24 hrs x 3		\$2,450.00		\$ 1,645.00
Tournament Director/staff Cost		\$2,490.00		\$ 2,000.00
Subtotal Other Expenses		\$22,960.00		
Total Income	43,950.00			\$ 41,346.23
Total Expenses		\$43,285.00		
NET INCOME /LOSS				\$ 18,130.27

**CITY OF CASPER  
LICENSING AND APPEALS BOARD  
CITY HALL, DOWNSTAIRS MEETING ROOM  
OCTOBER 17, 2019  
4:00 P.M.**

Members of the public wishing to place a new item on the agenda must submit a written request to the Community Development Department no later than eight (8) days preceding the Licensing and Appeals Board meeting.

Members of the public wishing to comment at a regular Licensing and Appeals Board Meeting may do so at the end of the regular meeting with a majority of the board voting in favor of their request. These comments will be limited to five (5) minutes.

**AGENDA**

- I. ROLL CALL**
- II. CONSIDERATION OF MINUTES FOR SEPTEMBER 19, 2019**
- III. MONTHLY REPORT**
- IV. NEW BUSINESS**
- V. APPLICATIONS FOR THE BOARD'S CONSIDERATION:**

**GENERAL CONTRACTORS**

**TIM HOWARD, HOWARD CONSTRUCTION** – Applying for a Class I General Contractor's License.

**BRANDON SHOUP, GLR, INC.** – Applying for a Class I General Contractor's License.

**LYNDON LACH, REBUILD WYOMING LLC** – *Resubmittal* - Applying for a Class II General Contractor's License.

**MICHAEL WISE, WISE PROPERTIES, LLC** – Applying for a Class II General Contractor's License.

**JACOB BARTZ, GARDEN CREEK BUILDERS** – Applying for a Class II General Contractor's License.

**ROY FOSTER, TRANSFORM SR HOME IMPROVEMENT PRODUCTS LLC** – Applying for a Class III General Contractor's License.

**DAVID RACE, DEFENDER CONSTRUCTION LLC** – Applying for a Class III General Contractor's License.

**PLUMBING CONTRACTOR**

**JUSTIN DANIELS** – Applying for a Master Plumbing License.

- VI. COMPLAINT**
- VII. COMMUNICATIONS FROM PERSONS PRESENT**
- VIII. ADJOURNMENT**

- Smile Doctors – This is going into Platte Valley Bank on East 2<sup>nd</sup> Street

- State Office Building – We have received the plans. The project went out for bid, and FCI Constructors was awarded the contract. FCI is out of Cheyenne.
- U-Haul Storage Units – old K-Mart building – Outside and Inside Storage Units

#### **LICENSE APPLICATIONS –**

**CORY WEST, WEST CONSTRUCTION, LLC** – Applying for a Class I General Contractor's License. After discussion and review of the application and affidavit, Jason Huber moved to approve Cory West to license as a Class I General Contractor. Steve Boyle seconded the motion. Motion approved.

**DOUG HANNEMAN, RIDDLE'S GROUP-** Applying for a Class II General Contractor's License. After discussion and review of the application and affidavits, Steve Boyle moved to approve Doug Hanneman to test for a Class II General Contractor's License. Jason Huber seconded the motion. Motion approved.

**LYNDON LACH, REBUILD WYOMING LLC** – Applying for a Class II General Contractor's License. After discussion and review of the application and affidavit, Steve Boyle moved to table Lyndon Lach's application pending additional documentation. Jason Huber seconded the motion. Motion approved.

**ANTONIO JURADO JR., JURADO CONSTRUCTION** – Applying for a Class III General Contractor's License. After discussion and review of the application and affidavits, Jason Huber moved to approve Antonio Jurado Jr. to test for a Class III General Contractor's License. Steve Boyle seconded the motion. Motion approved.

**DALE DUTRA** – Applying for a Master HVAC License. After discussion and review of the application and affidavits, Jason Huber moved to approve Dale Dutra to test for a Master HVAC License. Steve Boyle seconded the motion. Motion approved.

**NOTE:** John Haid joined the meeting late. With John's attendance, we were able to obtain a quorum. John was in favor of all motions that were approved by the Board.

**ADJOURN** – The meeting adjourned at 4:50 p.m.

Respectfully submitted,



Dan Elston, Secretary





State of Wyoming  
**City of Casper**  
 200 N David St Phone: (307) 235-8264  
**Building Department**  
 September 2019 Report



Type of Permit	Number of Permits	Fees	Valuations
New-Sign	1	\$104.00	\$3,000.00
Rem-Commercial	11	\$7,899.61	\$754,345.00
Rep-Re-Roof	49	\$7,070.00	\$292,640.33
Add-Other	5	\$4,548.87	\$332,586.00
Rem-Residential	3	\$612.00	\$34,033.00
Rem- Basement	5	\$1,609.00	\$120,750.00
Rem-Bathroom	2	\$426.00	\$24,577.00
Add-Deck	4	\$1,008.00	\$66,400.00
Rep-Res Misc	9	\$1,254.00	\$54,694.88
New-Residential	13	\$30,958.60	\$4,223,850.00
New-Multi-Family	2	\$3,098.80	\$351,560.00
Rem-Kitchen	1	\$274.00	\$18,000.00
Add-Garage	2	\$584.00	\$44,000.00
New-Fence	1	\$70.00	\$750.00
Rep-Deck	3	\$442.00	\$19,650.00
New-Twin Home	2	\$3,171.60	\$364,350.00
New-Storage Bldg	1	\$184.00	\$10,000.00
Add-Commercial	1	\$1,159.95	\$75,000.00

115	\$64,474.43	\$6,790,186.21
-----	-------------	----------------

Electrical Permits Issued	Fees Invoiced
84	\$11,936.80

Mechanical Permits Issued	Fees Invoiced
59	\$10,033.00

Plumbing Permits Issued	Fees Invoiced
101	\$9,181.00

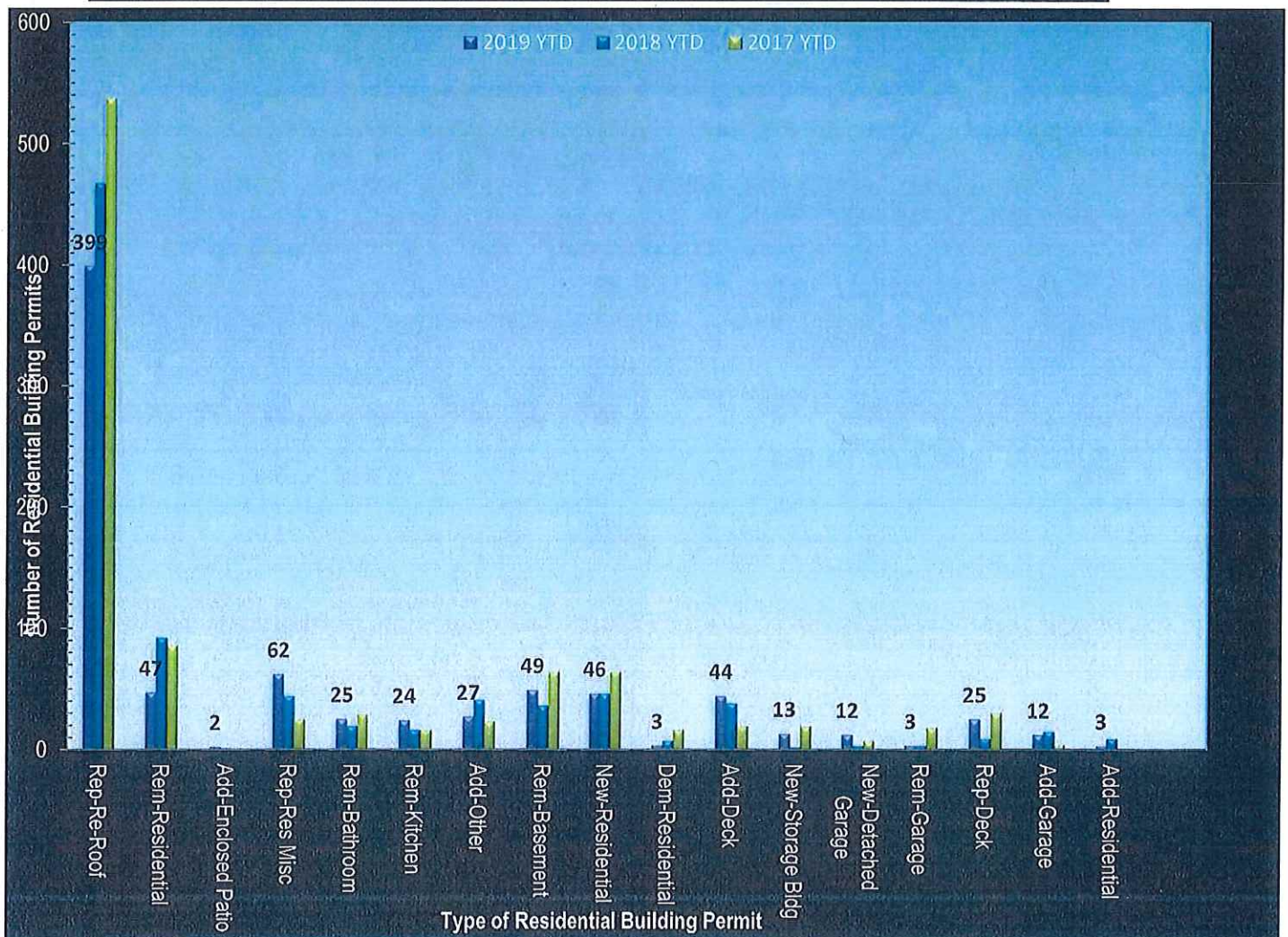
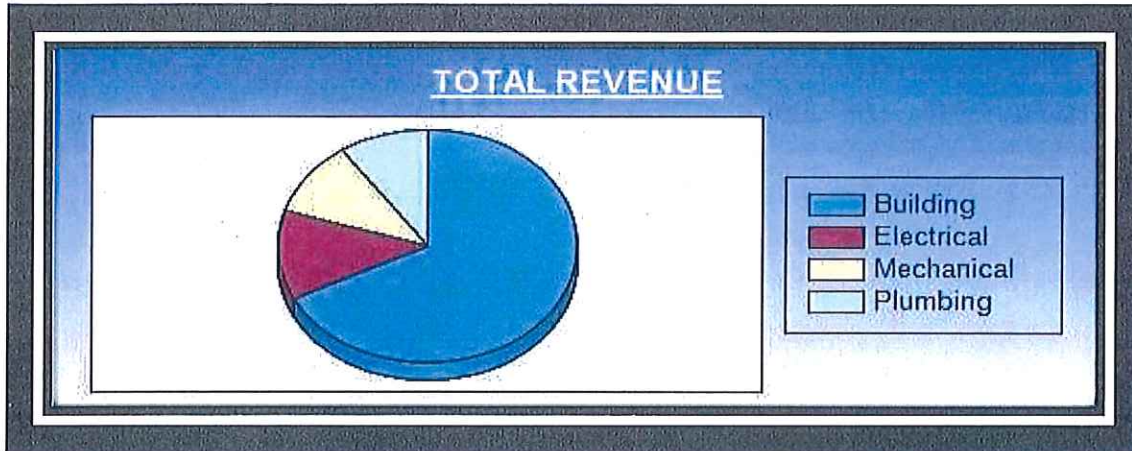
Single Family Houses YTD			September Single Family Houses		
2018		46	2018		1
2019		46	2019		13





COMMUNITY DEVELOPMENT  
DEPARTMENT

State of Wyoming  
**City of Casper**  
200 N David St Phone: (307) 235-8264  
**Building Department**  
September 2019 Report







COMMUNITY DEVELOPMENT  
DEPARTMENT

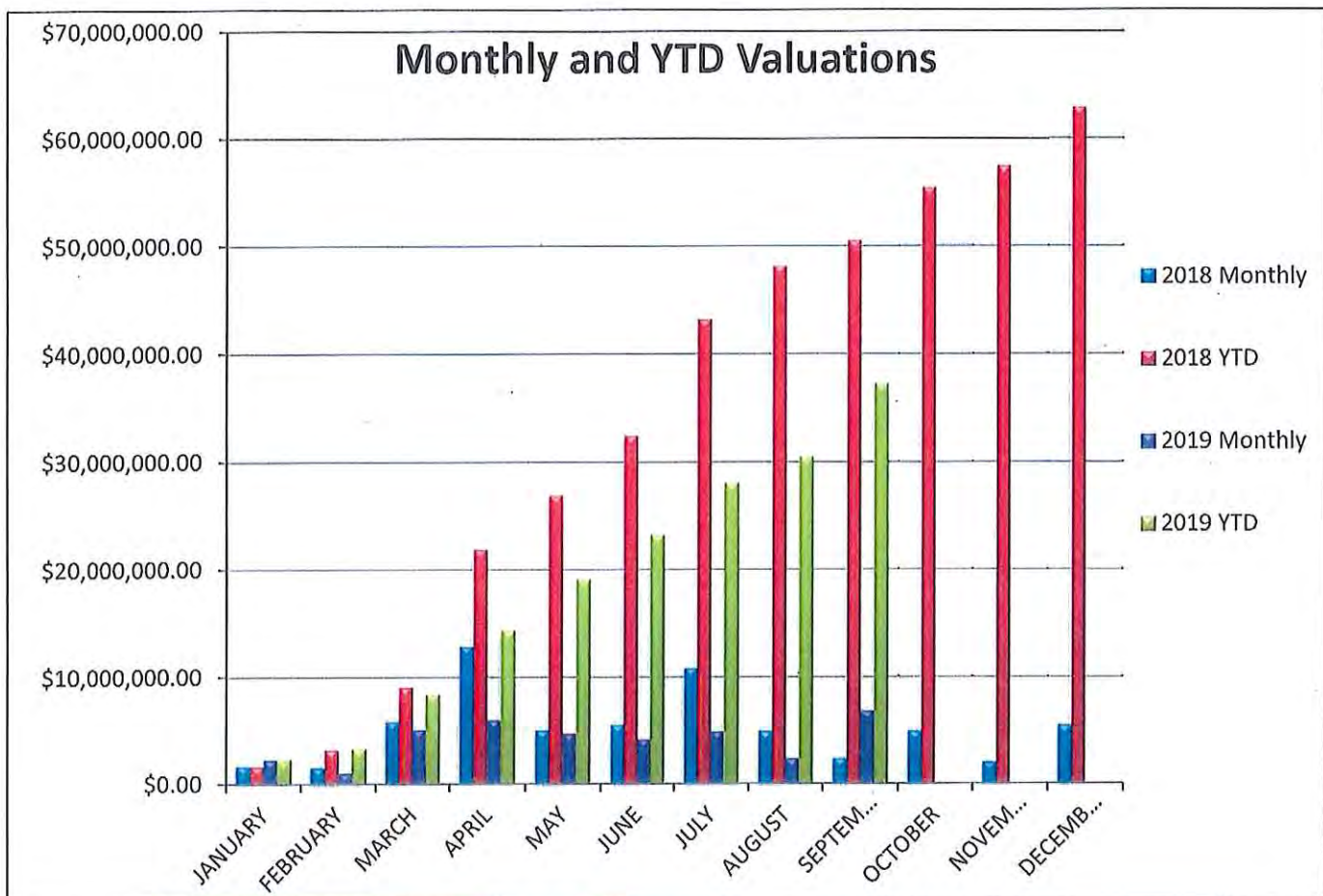
State of Wyoming  
**City of Casper**  
200 N David St Phone: (307) 235-8264  
**Building Department**  
September 2019 Report



MONTH	2018 Monthly Valuation	2018 YTD Valuation	2019 Monthly Valuation	2019 YTD Valuation
JANUARY	\$1,661,039.40	\$1,661,039.40	\$2,282,162.88	\$2,282,162.88
FEBRUARY	\$1,551,977.75	\$3,213,017.15	\$1,036,308.48	\$3,318,471.36
MARCH	\$5,836,851.00	\$9,049,868.15	\$5,072,606.25	\$8,391,077.61
APRIL	\$12,821,244.41	\$21,871,112.56	\$5,948,987.11	\$14,340,064.72
MAY	\$4,985,808.62	\$26,856,921.18	\$4,696,267.67	\$19,036,332.39
JUNE	\$5,525,644.37	\$32,382,565.55	\$4,152,642.58	\$23,188,974.97
JULY	\$10,827,919.90	\$43,210,485.45	\$4,876,893.38	\$28,065,868.35
AUGUST	\$4,916,015.14	\$48,126,500.59	\$2,360,633.06	\$30,426,501.41
SEPTEMBER	\$2,389,571.30	\$50,516,071.89	\$6,790,186.21	\$37,216,687.62
OCTOBER	\$4,907,298.90	\$55,423,370.79	\$0.00	\$0.00
NOVEMBER	\$2,004,394.65	\$57,427,765.44	\$0.00	\$0.00
DECEMBER	\$5,442,555.00	\$62,870,320.44	\$0.00	\$0.00
	<u>\$62,870,320.44</u>	<u>\$62,870,320.44</u>	<u>\$37,216,687.62</u>	<u>\$37,216,687.62</u>

**LARGE VALUATIONS:**

September 2019 - No new projects over \$1,000,000





State of Wyoming  
**City of Casper**  
 200 N David St Phone: (307) 235-8264  
**Building Department**  
**Fees Collected**  
**September 2019 Report**



BUILDING PERMITS (INCLUDES DEMO PERMITS)	\$ 49,045.00
ELECTRICAL PERMITS	\$ 13,205.80
MECHANICAL PERMITS	\$ 10,592.00
PLUMBING PERMITS	\$ 9,991.00
ELECTRICAL LICENSES	\$ 640.00
PLUMBING LICENSES	\$ -
MOBILE HOME LICENSES	\$ 175.00
MECHANICAL LICENSES	\$ 53.00
UTILITY LICENSES	\$ -
GENERAL CONTRACTORS LICENSES	\$ 600.00
SIGN PERMITS	\$ 449.50
C-CAN PERMITS	\$ 50.00
EROSION CONTROL PERMITS	\$ -
MOBILE HOME PERMITS	\$ -
PLAN CHECK FEES	\$ 5,842.67
PLANNING FEES	\$ 1,400.00
<b>Totals:</b>	<b>\$ 92,043.97</b>

**MONTHLY INSPECTIONS:**

BUILDING	ELECTRIC	PLUMBING	MECHANICAL
165	179	131	47
CONSULTS	PLAN REVIEW	FIRE	
25	37	0	

**YTD INSPECTIONS:**

BUILDING	ELECTRIC	PLUMBING	MECHANICAL
1467	1453	1144	458
CONSULTS	PLAN REVIEW	FIRE	
153	288	0	



2019 Monthly Inspections  
September 2019

Inspector	Building Inspections	Electrical Inspections	Plumbing Inspections	Mechanical Inspections	Plan Reviews	Fire Training/ Inspections	Consults, Gray Slips, Miscellaneous	Total Inspections and Plan Reviews
Lonnie Genoff	2	0	103	32	0	0	0	137
Justin Scott	102	0	0	0	24	0	0	126
Shawn Barrett	2	89	0	0	3	0	14	108
Dan Elston	59	0	28	14	10	0	11	122
Russ Lutz	0	90	0	1	0	0	0	91
								0
Monthly Total	165	179	131	47	37	0	25	584

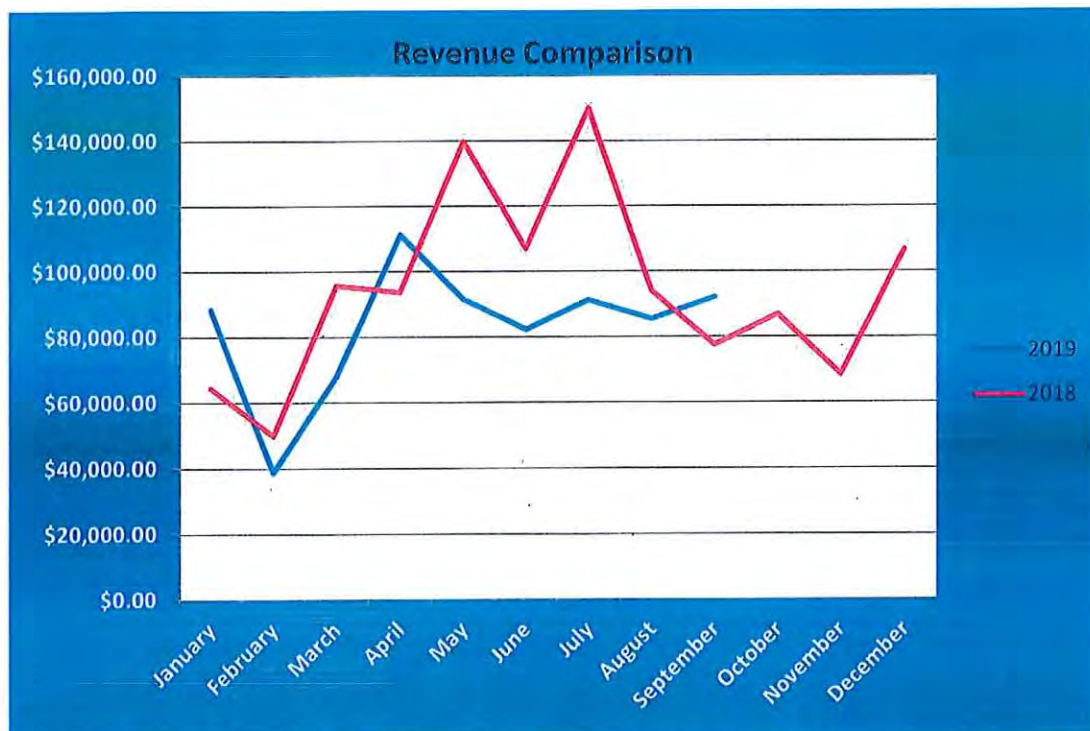
YTD Totals	1467	1453	1144	458	288	0	153		4963	4963
------------	------	------	------	-----	-----	---	-----	--	------	------



State of Wyoming  
**City of Casper**  
 200 N David St Phone: (307) 235-8264  
**Building Department**  
**Revenue Collected**  
**September 2019 Report**



Month	TOTAL REVENUE FOR 2018	TOTAL REVENUE FOR 2019
January	\$64,406.94	\$88,267.32
February	\$49,910.69	\$38,690.00
March	\$95,661.23	\$67,734.89
April	\$93,605.60	\$111,120.24
May	\$139,648.90	\$91,425.56
June	\$106,906.31	\$82,163.47
July	\$149,912.87	\$91,126.33
August	\$93,951.10	\$85,385.10
September	\$77,512.91	\$92,043.97
October	\$86,919.71	
November	\$68,523.56	
December	\$106,530.13	
	<b>\$1,133,489.95</b>	<b>\$747,956.88</b>



Dan Elston: Building Official

✓

**APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION**

Name of Company (if applicable) HOWARD CONSTRUCTION Co. INC. Date 9/25 2019  
Name of Qualifying Person or Person(s) TIM HOWARD  
Current Address 8704 FEJCVUE CT City MISSOULA State MT Zip 59808  
Telephone Number 406-721-8365 Cell Number 406-360-4957  
Email tjh@hccgroupinc.com  
Employer HOWARD CONSTRUCTION Co INC  
Employer's Address 32 OFFICERS Row City MISSOULA State MT Zip 59804  
Position MANAGER Years at present employer 12 Comments \_\_\_\_\_

What is the purpose of applying for a City of Casper license? HOWARD CONSTRUCTION  
will be the GC for MEADOWLARK VISTA APARTMENTS

Is there a specific project you will be doing? MEADOWLARK VISTA APARTMENTS

If, yes, provide project name MEADOWLARK VISTA APARTMENTS

Date and location of residence in Wyoming N/A

If not Wyoming resident, location of residence 32 Fort Missoula Rd., Missoula MT

Class of License you are applying for? Class I X Class II \_\_\_\_\_ Class III \_\_\_\_\_  
Demolition \_\_\_\_\_ Roofing \_\_\_\_\_

**Part II- LICENSER HISTORY**

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

Location of License	Year Issued	Type of License
<u>Gillette, WY</u>	<u>2011</u>	<u>Class A #11-446 (EXPIRED)</u>
<u>Sheridan, WY</u>	<u>2009</u>	<u>General Contractor #20081301 (EXPIRED)</u>
<u>STATE OF MONTANA</u>	<u>2019</u>	<u>General Contractor</u>
<u>EVANSTON, WY</u>	<u>2018</u>	<u>CONTRACTOR CITY BUSINESS LICENSE</u> <u>LICENSE No. 9213</u>

Eastern Regional Office  
Assessment Center  
900 Montclair Road  
Birmingham, Alabama 35213  
Tel: 888-icc-safe [422-7233]  
Fax: 205-599-9897  
[www.iccsafe.org](http://www.iccsafe.org)



**To:** Tim Howard  
8704 Fescue Ct.  
Missoula, MT 59808

**From:** Assessment Center  
**Date:** August 20, 2019  
**Candidate ID:** 8643732

**Subject:** June 25, 2007 Administration

**Examination:** 2003 Standard General Building Contractor (A)

Congratulations! You have achieved a passing score on this examination administration. Your passing status has been added to the Official Pass List on the ICC website at [www.iccsafe.org](http://www.iccsafe.org). **Please contact the participating jurisdictions if you wish to pursue licensing.**

A passing score on this examination satisfies the testing requirements for licensing only, and does not guarantee that licensing will be granted. The candidate must also satisfy all local ordinance requirements in each jurisdiction where licensing is desired.





# HOUSING SOLUTIONS, LLC

*"Unless the Lord builds the house,  
its builders labor in vain"*

September 23, 2019

To Whom It May Concern:

I, Alex Burkhalter, Vice President of Housing Solutions, LLC have personally worked with Tim J. Howard on the following projects:

Project Name and Location	Year Built	GC
Hayden Commons Apartments, Evanston, WY	2018	Howard Construction
Polson Landing Apartments, Polson, MT	2017	Howard Construction
Northern Place Apartments, Dickinson, ND	2016	Howard Construction
Yellowstone Commons Apartments, Glendive, MT	2015	Howard Construction
Aspen Place Apartments, Missoula, MT	2014	Howard Construction
Depot Place Apartments, Kalispell, MT	2013	Howard Construction
Superior Commons Apartments, Superior, MT	2011	Howard Construction
Spring Creek Apartments, Kalispell, MT	2010	Howard Construction

On the listed projects Tim J. Howard acted as the principal construction manager for Howard Construction Co. Inc. For specific details on each job please visit [housing-solutions.org](http://housing-solutions.org).

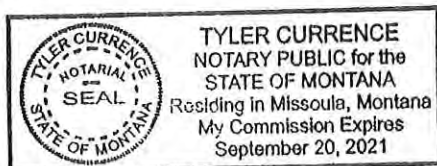
Sincerely,



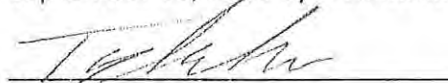
Alex Burkhalter

Vice President, Housing Solutions, LLC

State of Montana  
County of Missoula



This instrument was signed before me on  
September 23, 2019 by Alex Burkhalter.



(Notary Signature)

[Affix seal/stamp to the left or below]



Montana State University  
Bozeman Montana



The Board of Regents of Higher Education by virtue of the authority vested in them  
and on the recommendation of the Faculty  
Hereby confer upon

Timothy James Howard

The Degree of


Bachelor of Science in Construction Engineering Technology


With all the rights, privileges and honors as well as the obligations and responsibilities appertaining

May 7, 2010

  
President of Montana State University

  
Secretary of the Faculty and Registrar

  
Chairperson of the Board of Regents

  
Commissioner of Higher Education

# BUSINESS LICENSE

CITY OF MISSOULA - Missoula Montana

Please post in public view

HOWARD CONSTRUCTION CO INC

32 FORT MISSOULA ROAD  
MISSOULA, MT 59804

BUSINESS LICENSE NUMBER: BL01-81138

TO CONDUCT THE BUSINESS OF: NEW RESIDENTIAL CONSTRUCTION

FROM: 619 SW HIGGINS AVE STE L MSLA MT 59803

ISSUE DATE: 01/24/2019

ISSUED IN ACCORDANCE WITH THE PROVISIONS OF THE CITY OF MISSOULA MUNICIPAL CODE, AS AMENDED. LICENSE IS HEREBY GRANTED TO OPERATE THE BUSINESS REFERENCE ABOVE

EXPIRATION DATE: 2/28/2020



Development Services Department

NOTICE:  
THIS LICENSE MUST BE POSTED IN A  
CONSPICUOUS PLACE.

## BUSINESS LICENSE

The below named person or firm is hereby granted a license to do business as stated below in the City of Evanston, Wyoming, subject to provisions of the Business License Code of the City of Evanston and subsequent amendments relating to business license for the period indicated:

TO:  
Howard Construction Co, Inc.  
32 Fort Missoula RD  
Missoula MT 59804

City of **EVANSTON** Wyoming  
1200 MAIN STREET  
EVANSTON, WY 82930  
307-783-6300

EXPIRATION DATE:

2/29/2020

BUSINESS NATURE:

EVANSTON BUSINESS LOCATION:

PAID FEE:

50.00

License No. 9213

DATE ISSUED:

2/26/2019 12:00

General Contractor Hayden Commons Ap

E Hayden AVE

Nancy Stevenson  
CITY CLERK

THIS LICENSE IS NOT TRANSFERABLE



CITY OF GILLETTE, WYOMING  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUILDING INSPECTION DIVISION

## CONTRACTOR LICENSE

Issued to: HOWARD CONSTRUCTION CO. INC

License: Class A-General Contractor, #11-446

This license duly recognizes the above named as meeting the Gillette Municipal Code, Chapter 5 requirements for registration/license as a contractor in the City of Gillette for the term set forth below. This license may be revoked, suspended, or denied for cause in accordance with Chapter 5.

BOARD OF EXAMINERS

Effective: 07-12-2011  
Expires: 07-12-2012

By: *Loren Tucker*  
Loren Tucker, Chairman



STATE OF ARIZONA

Office of the  
Registrar of Contractors  
License No. ROC240458

This is to Certify That

HOWARD CONSTRUCTION CO INC DBA  
H C C GROUP (CORP.)

is shown to possess all the necessary qualifications, and having complied with all the requirements of the law,  
is of the Registrar of Contractors duly licensed and admitted to engage in and pursue the business of

B-01

GENERAL COMMERCIAL CONTRACTOR

Contractor in the State of Arizona. Given under my hand and the seal of the Registrar of Contractors  
in my office. City of Phoenix. this 23RD day of DECEMBER, 2007.

# *State of North Dakota*

## SECRETARY OF STATE



### CONTRACTORS LICENSE RENEWAL

NO: 32580 CLASS A

I, Alvin A. Jaeger, Secretary of State of the State of North Dakota, and as Registrar of Contractors, certify that **HOWARD CONSTRUCTION CO., INC.** whose address is Missoula, MT has filed in this office proper application for Renewal of Class A Contractor's License valid to March 1, 2010, and has paid the required fee, and has complied with all requirements of Chapter 43-07, North Dakota Century Code.

**HOWARD CONSTRUCTION CO., INC.** therefore, is entitled to bid on and accept contracts as authorized by law, under this license, without limit as to value of any single contract.

Dated February 13, 2009.

A handwritten signature in cursive script, reading "Alvin A. Jaeger".

Alvin A. Jaeger  
Secretary of State

✓  
BZ

**APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION**

Date September 23 2019

Name of Company (if applicable) GLR, Inc.

Name of Qualifying Person or Person(s) Brandon Shoup

Current Address 1645 Owens Rd. City Pleasant Hill State OH Zip 45359

Telephone Number 937-890-0510 Cell Number 937-902-9683

Email brandon@glrinc.net

Employer GLR, Inc.

Employer's Address 3795 Wyse Rd. City Dayton State OH Zip 45414

Position President Years at present employer 16 Comments \_\_\_\_\_

What is the purpose of applying for a City of Casper license? We have been  
awarded a commercial remodel job in Casper

Is there a specific project you will be doing? yes, a CVS Pharmacy Remodel

If, yes, provide project name CVS # 48544

Date and location of residence in Wyoming N/A

If not Wyoming resident, location of residence Ohio

Class of License you are applying for? Class I ☒ Class II ☐ Class III ☐  
Demolition ☐ Roofing ☐

**Part II- LICENSER HISTORY**

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

Location of License	Year Issued	Type of License
<u>State of California</u>	<u>2011</u>	<u>State license: class B</u>
<u>State of Iowa</u>	<u>2012</u>	<u>State license: general contractor</u>
<u>Supise Arizona</u>	<u>2018</u>	<u>contractor- general</u>
<u>state of Washington</u>	<u>2017</u>	<u>Construction Contractor- CCO1-General</u>

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Brandon Shoup  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) GLR, Inc.  
(Address) 3795 Wyse Rd.  
(City) Dayton (State) Ohio  
(Zip) 45414 (Phone No.) 937-890-0510

Date of Employment: From 2003 through current Add additional  
From \_\_\_\_\_ through \_\_\_\_\_ dates  
From \_\_\_\_\_ through \_\_\_\_\_ (as necessary)

Job Title of Applicant owner/President  
Job Description of Applicant oversees all business activities in the  
field and in the office.

To be completed by Employer or Person verifying Applicant's information. (Do Not use self-verification.)

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES ☒ NO ☐

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address 3795 Wyse Rd. City Dayton State OH Zip 45414  
Day Phone No. 937-890-0510 Cell Phone No. N/A  
Email Address janel@glrinc.net

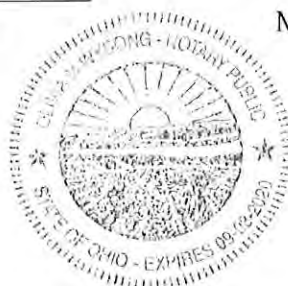
DATED this 23rd day of September, 2019

Janel Byrum  
Signature  
Janel Byrum  
Printed Name of Signature

Subscribed and sworn to before me this 23rd day of September, 2019

Olivia Wyse  
Notary Public

My Commission Expires: 9/3/20







## OFFICIAL RESULTS REPORT

National Standard General Building  
Contractor (A)



Name: BRANDON SHOUP

Candidate ID: BS268839

Address: 3795 WYSE RD

Date: 9/21/2009

DAYTON OH 45414

### EXAMINATION RESULT: **PASS**

Congratulations! You have passed the above-named examination. You will be able to verify your pass status on the ICC website within 48-72 business hours after your exam. **Please contact your participating jurisdiction if you wish to pursue licensing.**

A passing score on this examination satisfies the testing requirements for licensure only, and does not guarantee that licensing will be granted. The candidate must also satisfy all local ordinance requirements in each jurisdiction where licensing is desired.

It is extremely important that you notify Pearson VUE and ICC of any changes in name and/or address to avoid the possibility of future correspondence not being received. Please contact both Pearson VUE at 877-234-6082 and ICC at 866-750-2579 with changes to your name and address.

ICC reserves the right to amend or withhold any examination scores if, in its sole opinion, there is adequate reason to question their validity.



CONTRACTORS  
STATE LICENSE BOARD  
ACTIVE LICENSE



License Number **964074**

Entity **CORP**

Business Name **G L R INC DBA G L R INC  
GENERAL CONTRACTORS**

License Class **B**

Expiration Date **08/31/2021**

[www.cslb.ca.gov](http://www.cslb.ca.gov)





GLR INC  
3795 WYSE RD  
DAYTON, OH 45414

CONTRACTOR REGISTRATION CERTIFICATE  
STATE OF IOWA

DIVISION OF LABOR  
CONTRACTOR REGISTRATION

1000 East Grand Avenue  
Des Moines, IA 50319-0209  
Phone (515) 242 - 5871  
[www.iowacontractor.gov](http://www.iowacontractor.gov)

DATE ISSUED:  
**04/18/2019**

DATE EXPIRES:  
**05/29/2020**

REGISTRATION NUMBER:  
**C117043**

*Rod A. Roberts*  
Rod A. Roberts, Labor Commissioner

## BUSINESS LICENSE

## CITY OF SURPRISE

16000 N. Civic Center Plaza  
Surprise, AZ 85374-7470

**Business Name:** Glr Inc  
**Business Location:** 3795 Wyse Rd Dayton, Oh 45414-2540  
**Business Owner:** Brandon G Shoup  
Heath W Peters

**Description:** Contractor - General

Glr Inc  
3795 Wyse Rd  
Dayton, Oh 45414-2540

**BUSINESS LICENSE NUMBER:** 1021680

**Effective Date:** 01/01/2019

**Expiration Date:** 12/31/2019

TO BE POSTED IN A CONSPICUOUS PLACE

NOT TRANSFERABLE

Department of Labor and Industries  
PO Box 44450  
Olympia, WA 98504-4450

G L R INC

Reg: CC GLRINLR839DT  
UBI: 604-100-427

Registered as provided by Law as:  
Construction Contractor  
(CC01) - GENERAL

923

G L R INC  
3795 WYSE RD  
DAYTON OH 45414

Effective Date: 4/26/2017  
Expiration Date: 4/26/2021



APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION

?  
JL

Name of Company (if applicable) Rebuild Wyoming LLC Date        20        
Name of Qualifying Person or Person(s) Lyndon Lach  
Current Address 413 S Grant City Casper State WY Zip 82601  
Telephone Number 307-267-6549 Cell Number 307-267-6549  
Email LyndonLach1@hotmail.com  
Employer Self-employed  
Employer's Address 413 S Grant City Casper State WY Zip 82601  
Position Owner/oper Years at present employer 6 Comments       

What is the purpose of applying for a City of Casper license? Investment properties

Is there a specific project you will be doing? NO... Residential properties

If, yes, provide project name       

Date and location of residence in Wyoming       

If not Wyoming resident, location of residence       

Class of License you are applying for? Class I        Class II X Class III         
Demolition        Roofing       

Part II- LICENSER HISTORY

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

Location of License	Year Issued	Type of License
<u>      </u>	<u>      </u>	<u>      </u>
<u>      </u>	<u>      </u>	<u>      </u>
<u>      </u>	<u>      </u>	<u>      </u>
<u>      </u>	<u>      </u>	<u>      </u>

To all concerned,

My name is Henry Lach. I was the owner/operator of Lach Construction from 1974-2007. Lach construction was started in 1958 in Minot, ND by my father and passed down to me. Throughout the years Lach Construction has built several hundred homes and condominiums in and around the area.

I am writing this letter as a request from Lyndon for his application to obtain his contractor's license in Casper, WY. Lyndon started working with us at the age of 14 and continued until the approximate age of 30 when he decided to move from North Dakota and start a family with his wife Cassidy in Casper, WY.

Lyndon has been around residential construction his entire childhood and most of his adult years. During his early years with us he started as a laborer and was involved with all aspects of residential home building, as Lyndon grew older moved his way up and eventually assumed a role as a general foreman. As a general foreman Lyndon was very competent in seeing projects through from start to completion. Below I have listed the areas of residential construction that he was responsible for during the projects he managed.

- placement of concrete foundations and flatwork
- excavation and backfill
- landscaping
- all aspects of framing
- interpreting engineered prints, pulling permits, working  
with building inspectors

Having worked with Lyndon for many years I am confident that he will do a fine job doing residential construction if you decide to grant him a contractor's license. Please feel free to contact me regarding his qualifications. My phone number is 701-204-8735.

Sincerely,

Henry Lach



State of Montana

County of Flathead

(Where you are performing the notarization)

Signed and acknowledged before me on 8-16-19

(date)

by Henry Lach

(name of person signing document)



**LEANNE DONOVAN**  
**NOTARY PUBLIC for the**  
**State of Montana**  
Residing at Columbia Falls, Montana  
My Commission Expires  
May 11, 2020

(Affix Notarial Seal /Stamp Above)

Leanne Donovan

(Signature of notary)

[Montana notaries must complete the following if not a part of the stamp at left]

Leanne Donovan

(Printed name of notary public)

Notary Public for the State of Montana

Residing at: Columbia Falls, mt

My commission expires: May 11, 2020



October 7, 2019

To Whom it May Concern:

Over ten years ago, Lyndon did a couple projects, including house construction. His job performance was great. All subs and their contractors received full payment from work and would use him again. Feel free to contact me with questions.

Thank you,

Nathan Smith  
7017213492

A handwritten signature in cursive script, appearing to read "Nathan Smith".

*called, left message 10-10-19*

To whom it may concern:

I have hired Lyndon Lach to do work for me in the past, and I have found his workmanship to be very satisfactory.

Janina Hanley

Jason Barthel

656 South Park Steet, Casper, WY 82601

307-315-2892

To whom it may concern,

I am writing this letter at the request of Mr. Lyndon Lach. I have known Mr. Lach for approximately 10 years. In April, 2017 I needed my water line replaced as well as the concrete work for my front sidewalk and driveway redone. This was a large project, so I wanted to hire the best person for the job. In knowing Mr. Lach I had seen his previous work, as well as his reputation for quality, so I decided to have him provide me with an estimate. Mr. Lach was very fair and provided me with a detailed plan of the work to be performed. Due to Mr. Lach's professional estimate and reputation, I made the decision to hire him to complete my project.

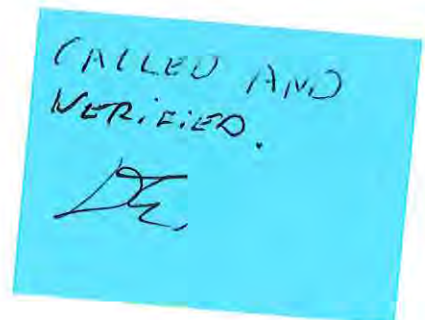
During the course of the project, Mr. Lach, was always prompt, communicated with me well, and professional. Mr. Lach and his crew did a wonderful job in all aspects of the project and the project was completed in a timely manner. I was very impressed with Mr. Lach's construction knowledge as well as his concern for doing quality work. For example, Mr. Lach has contacted me on various occasions since completing this project to ensure that I am still satisfied with his work, in which I am. Moreover, I have received many compliments on my sidewalk and driveway. I would highly recommend Mr. Lach for construction work.

Should you have any questions regarding this recommendation, please contact me. I can be reached at 307-315-2892.

Best Regards,



Jason Barthel



**Ready Mix Concrete  
Heavy Construction**

Office (307) 473-9581  
Fax (307) 235-0144  
Batch Plant (307) 473-7625

[www.mcmurryreadymix.com](http://www.mcmurryreadymix.com)



**Sand and Gravel Sales**

Casper (307) 472-0548  
Rawlins (307) 267-0650  
Guernsey (307) 258-4158  
Boulder (307) 267-2628  
P.O. Box 2488  
Casper, WY 82602

To whom it may concern:

I am writing this letter of recommendation on behalf of Goodfeller's Concrete/Lyndon Lach. He/they have been a very good customer of ours for 6 yrs. He/they are very diligent, responsible contractors who take great pride in their workmanship as well as being timely regarding their financial obligations.

Therefore, I have no reservations in providing this letter on His/their behalf. If you have any questions please feel free to call me at any time.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Hochendoner". The signature is fluid and cursive, with a long, sweeping line extending from the end of the name.

Jeff Hochendoner  
Operations Manager  
McMurry Ready Mix



# Chuck Adkins Old School Investments LLC.



P.O Box Mills 932  
307-262-2451

To whom it concerns,

This letter is a reference letter for Lyndon Latch. Lyndon Latch was hired as a sub-contractor on the remodel of the old St. Anthony's School. Lyndon and his company was responsible for over \$190,000 in concrete work and other tasks. Lyndon and his company did a very good job and operated in a very professional way. We never had any problems with Lyndon when he was on our job. I am also aware that Lyndon built houses with his Dad's company for over 20 years. Lyndon Latch is talented in every aspect of the building trade. Letting Lyndon Latch test for his GC license would be an asset for Casper and Natrona County.

If you have any questions please feel free to reach out. Thank you for your time.

Warm regards,  
Chuck Adkins  
Old School Investments LLC.

10/7/19

VERIFIED  
10-10-19

OE



## Dan Elston

---

**From:** Dan Elston  
**Sent:** Monday, October 07, 2019 8:22 AM  
**To:** 'MWISEBIZ@GMAIL.COM'  
**Cc:** Kelly Shanley  
**Subject:** Application

Mr. wise,

I have reviewed your application for a Class II general contractors license.

The affidavits that are supplied with the application represent Oil field related work , the licensing board will request more information and documentation for the construction industry.

I am emailing you to see if you can provide this prior to the meeting on Oct. 17<sup>th</sup>.

I do not have a vote on the Board but know their typical response to an application such as this.

Dan Elston CBO  
City of Casper  
Bld. Dept.

**APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION**

Date September 24, 2019

Name of Company (if applicable) Wise Properties, LLC

Name of Qualifying Person or Person(s) Michael Wise

Current Address 1170 Boulder B1 City Casper State WY Zip 82604

Telephone Number 307-262-2726 Cell Number \_\_\_\_\_

Email mwisebiz@gmail.com

Employer Granite Peak Fabrication

Employer's Address 2291 Renauna Ave. City Casper State WY Zip 82604

Position Sr. Project Manager Years at present employer 2.5 Comments \_\_\_\_\_

What is the purpose of applying for a City of Casper license? To build a single family home in Casper, WY and have for future real estate projects.

Is there a specific project you will be doing? Building a home

If, yes, provide project name 2844 Player Dr. Home

Date and location of residence in Wyoming 4/27/1986

If not Wyoming resident, location of residence \_\_\_\_\_

Class of License you are applying for? Class I \_\_\_\_\_ Class II X Class III \_\_\_\_\_  
Demolition \_\_\_\_\_ Roofing \_\_\_\_\_

**Part II- LICENSER HISTORY**

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

Location of License	Year Issued	Type of License
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)**

Applicant's Name Michael Wise  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) Granite Peak Fabrication  
(Address) 2291 Renauna Ave.  
(City) Casper (State) WY  
(Zip) 82604 (Phone No.) 307-337-3396

Date of Employment: From 4/17 through Current Add additional  
From \_\_\_\_\_ through \_\_\_\_\_ dates  
From \_\_\_\_\_ through \_\_\_\_\_ (as necessary)

Job Title of Applicant Sr. Project Manager  
Job Description of Applicant Manage the construction of buildings and projects for the oil and gas industry. Oversee the work of laborers and subcontractors to deliver a quality and timely product.  
Position includes aid in design, engineering and procurement.

**To be completed by Employer or Person verifying Applicant's information. (Do Not use self-verification.)**

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES X NO \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address 2291 Renauna City Casper State WY Zip 82604  
Day Phone No. 307-337-7622 Cell Phone No. 307-337-7622  
Email Address Kyler Johnson @ the granite peak group. com

DATED this 25 day of September, 2019

Kyler Johnson  
Signature  
Kyler Johnson  
Printed Name of Signature

Subscribed and sworn to before me this 25 day of September, 2019  
Kristeen Johnson  
Notary Public

My Commission Expires: 7/10/2022





**Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)**

Applicant's Name Michael Wise  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) Power Service  
(Address) 5625 Chapman PL.  
(City) Casper (State) Wyoming  
(Zip) 82604 (Phone No.) 800-743-4774

Date of Employment: From 2013 through 2017 Add additional  
From \_\_\_\_\_ through \_\_\_\_\_ dates  
From \_\_\_\_\_ through \_\_\_\_\_ (as necessary)

Job Title of Applicant Project Manager

Job Description of Applicant Manage the construction of products for oilfield well pad sites, including buildings, skids and equipment. Position includes aid in design, engineering and procurement.

**To be completed by Employer or Person verifying Applicant's information. (Do Not use self-verification.)**

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES X NO \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address 2130 W 43 City Casper State WY Zip 82604  
Day Phone No. 307-277-1552 Cell Phone No. \_\_\_\_\_  
Email Address skugler88@gmail.com

DATED this 3 day of October, 2019

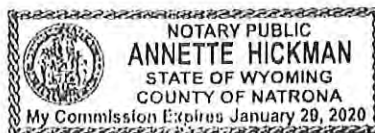
Scott Kugler  
Signature

Scott Kugler  
Printed Name of Signature

Subscribed and sworn to before me this 3<sup>rd</sup> day of OCTOBER, 2019

Annette Hickman ANNETTE HICKMAN  
Notary Public

My Commission Expires: JANUARY 29, 2020



APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION

✓ JH

Name of Company (if applicable) Garden Creek Builders Date 10/21 2019  
Name of Qualifying Person or Person(s) Jacob Bartz  
Current Address 1340 Granada City Casper State WY Zip 82604  
Telephone Number 307-277-0681 Cell Number \_\_\_\_\_  
Email GardenCreekBuilders@gmail.com  
Employer Garden Creek Builders  
Employer's Address 1340 Granada City Casper State WY Zip 82604  
Position Owner Years at present employer 1 Comments \_\_\_\_\_

What is the purpose of applying for a City of Casper license? General  
Construction

Is there a specific project you will be doing? \_\_\_\_\_

If, yes, provide project name \_\_\_\_\_

Date and location of residence in Wyoming 36 Casper, WY

If not Wyoming resident, location of residence \_\_\_\_\_

Class of License you are applying for? Class I \_\_\_\_\_ Class II ☒ Class III \_\_\_\_\_  
Demolition \_\_\_\_\_ Roofing \_\_\_\_\_

Part II- LICENSER HISTORY

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

Location of License	Year Issued	Type of License
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name JACOB D. BARTZ  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) GROATHOUSE CONSTRUCTION  
(Address) 1050 N. 3RD ST. STE A  
(City) LARAMIE (State) WY  
(Zip) 82072 (Phone No.) 307.745.4119

Date of Employment: From 10/3/05 through 9/5/06 Add additional  
From \_\_\_\_\_ through \_\_\_\_\_ dates  
From \_\_\_\_\_ through \_\_\_\_\_ (as necessary)

Job Title of Applicant CARPENTER  
Job Description of Applicant \_\_\_\_\_

To be completed by Employer or Person verifying Applicant's information. (Do Not use self-verification.)

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES X NO \_\_\_\_\_

COMMENTS: The project manager that oversaw work no longer works for us; unable to provide job duties - can only provide payroll data (dates of service).

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address 1050 N. 3RD ST. City LARAMIE State WY Zip 82072  
Day Phone No. 307.745.4119 Cell Phone No. \_\_\_\_\_  
Email Address agivan@groathouse.com

DATED this 29<sup>th</sup> day of May, 2019

Amanda Givan  
Signature

AMANDA GIVAN  
Printed Name of Signature

Subscribed and sworn to before me this 29<sup>th</sup> day of May, 2019

[Signature]  
Notary Public



My Commission Expires: 5.15.22

a Control number <b>BARJAC - 1</b>		Copy C—For EMPLOYEE'S RECORDS (see Notice to Employee on back of Copy B.) OMB No. 1545-0008											
b Employer identification number (EIN) <b>83-0246634</b>				1 Wages, tips, other compensation <b>25029.00</b>		2 Federal income tax withheld <b>3579.00</b>							
c Employer's name, address, and ZIP code <b>Groathouse Construction, Inc. 1050 North Third Street Suite A Laramie, WY 82072 (307) 745-4119</b>				3 Social security wages <b>25029.00</b>		4 Social security tax withheld <b>1551.80</b>							
				5 Medicare wages and tips <b>25029.00</b>		6 Medicare tax withheld <b>362.92</b>							
				7 Social security tips <b>0.00</b>		8 Allocated tips <b>0.00</b>							
d Employee's social security number <b>520-08-2496</b>				9 Advance EIC payment <b>0.00</b>		10 Dependent care benefits <b>0.00</b>							
e Employee's name, address, and ZIP code <b>Jacob D Bartz  1255 E 22nd Casper, WY 82601</b>				11 Nonqualified plans <b>0.00</b>		12a See instructions for box 12 Code							
				13 Statutory employee Retirement plan Third-party sick pay		12b Code							
				14 Other		12c Code							
						12d Code							
15 State <b>WY</b>		Employer's state ID number <b>83-0246634</b>		16 State wages, tips, etc. <b>25029.00</b>		17 State income tax <b>0.00</b>		18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

Form **W-2** Wage and Tax  
Statement

**2006**

39-1908647 Department of the Treasury—Internal Revenue Service  
This information is being furnished to the Internal Revenue Service.  
If you are required to file a tax return, a negligence penalty or other  
sanction may be imposed on you if this income is taxable and you  
fail to report it.



<b>Copy C-For EMPLOYEE'S RECORDS (See Notice to Employee on the back of Copy B.)</b>		38-2099803 OMB No. 1545-0008	
<b>a</b> Employee's soc. sec. no. 520-68-2496		<b>1</b> Wages, tips, other comp. 31542.00	
<b>b</b> Employer ID number (EIN) 83-0221955		<b>3</b> Social security wages 31542.00	
		<b>5</b> Medicare wages and tips 31542.00	
<b>c</b> Employer's name, address, and ZIP code Delta Construction, Inc. 208 Racquette Drive Ft. Collins CO 80524		<b>2</b> Federal income tax withheld 3252.38	
		<b>4</b> Social security tax withheld 1955.60	
		<b>6</b> Medicare tax withheld 457.36	
<b>d</b> Control number 4			
<b>e</b> Employee's name, address, and ZIP code Jacob Bartz 174 N. Colorado Avenue Laramie WY 82070			
<b>7</b> Social security tips		<b>8</b> Allocated tips	
<b>10</b> Dependent care benefits		<b>11</b> Nonqualified plans	
<b>13</b> Statutory employee		<b>14</b> Other	
Retirement plan		12a Code See inst. for box 12	
Third-party sick pay		12b Code	
		12c Code	
		12d Code	
<b>15</b> State Employer's state ID number		<b>16</b> State wages, tips, etc.	
<b>18</b> Local wages, tips, etc.		<b>19</b> Local income tax	
		<b>17</b> State income tax	
		<b>20</b> Locality name	

Form W-2 Wage and Tax Statement **2007** Dept. of the Treasury -- IRS

This information is being furnished to the IRS. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

<b>Copy 2-To Be Filed With Employee's State, City, or Local Income Tax Return.</b>		39-1908647 OMB No. 1545-0008	
<b>a</b> Control number 3		<b>1</b> Wages, tips, other comp. 10532.42	
<b>b</b> Employer ID no. (EIN) [REDACTED]		<b>3</b> Social security wages 10532.42	
		<b>5</b> Medicare wages and tips 10532.42	
<b>c</b> Employer's name, address, and ZIP code Delta Construction, Inc. 208 Racquette Drive Ft. Collins CO 80524		<b>2</b> Federal income tax withheld 1362.19	
		<b>4</b> Social security tax withheld 653.01	
		<b>6</b> Medicare tax withheld 152.72	
<b>d</b> Employee's social security number [REDACTED]			
<b>e</b> Employee's name, address, and ZIP code Jacob Bartz 174 N. Colorado Avenue Laramie WY 82070			
<b>7</b> Social security tips		<b>8</b> Allocated tips	
<b>10</b> Dependent care benefits		<b>11</b> Nonqualified plans	
<b>13</b> Statutory employee		<b>14</b> Other	
Retirement plan		12a Code	
Third-party sick pay		12b Code	
		12c Code	
		12d Code	
<b>15</b> State Employer's state ID number		<b>16</b> State wages, tips, etc.	
<b>18</b> Local wages, tips, etc.		<b>19</b> Local income tax	
		<b>17</b> State income tax	
		<b>20</b> Locality name	

Form W-2 Wage and Tax Statement **2006** Dept. of the Treasury -- IRS



Copy B—To Be Filed With Employee's FEDERAL Tax Return.				38-2099803 OMB No. 1545-0008	
a Employee's soc. sec. no. 520-08-2496		1 Wages, tips, other comp. 28989.87		2 Federal income tax withheld 210.43	
b Employer ID number (EIN) 83-0221955		3 Social security wages 28989.87		4 Social security tax withheld 1797.37	
		5 Medicare wages and tips 28989.87		6 Medicare tax withheld 420.35	
c Employer's name, address, and ZIP code Delta Construction, Inc. 208 Racquette Drive Ft. Collins CO 80524					
d Control number 3					
e Employee's name, address, and ZIP code Jacob Bartz 174 N. Colorado Avenue Laramie WY 82070					
7 Social security tips		8 Allocated tips		9 Advance EIC payment	
10 Dependent care benefits		11 Nonqualified plans		12a Code See inst. for box 12	
13 Statutory employee		14 Other HILTHINS		12b Code	
Retirement plan				12c Code	
Third-party sick pay				12d Code	
15 State Employer's state ID number		16 State wages, tips, etc.		17 State income tax	
18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

Form W-2 Wage and Tax Statement  
This information is being furnished to the Internal Revenue Service.

2009  
Dept. of the Treasury -- IRS



Copy C—For EMPLOYEE'S RECORDS (See Notice to Employee on the back of Copy B.)				38-2099803 OMB No. 1545-0008	
a Employee's soc. sec. no. 520-08-2496		1 Wages, tips, other comp. 33650.25		2 Federal income tax withheld 1233.93	
b Employer ID number (EIN) 83-0221955		3 Social security wages 33650.25		4 Social security tax withheld 2086.32	
		5 Medicare wages and tips 33650.25		6 Medicare tax withheld 487.93	
c Employer's name, address, and ZIP code Delta Construction, Inc. 208 Racquette Drive Ft. Collins CO 80524					
d Control number 3					
e Employee's name, address, and ZIP code Jacob Bartz 174 N. Colorado Avenue Laramie WY 82070					
7 Social security tips		8 Allocated tips		9 Advance EIC payment	
10 Dependent care benefits		11 Nonqualified plans		12a Code See inst. for box 12	
13 Statutory employee		14 Other		12b Code	
Retirement plan				12c Code	
Third-party sick pay				12d Code	
15 State Employer's state ID number		16 State wages, tips, etc.		17 State income tax	
18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

Form W-2 Wage and Tax Statement  
This information is being furnished to the IRS. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

2008  
Dept. of the Treasury -- IRS

**Copy B-To Be Filed With Employee's  
FEDERAL Tax Return.**

38-2099803  
OMB No. 1545-0008

<b>a</b> Employee's soc. sec. no. 520-08-2496	<b>1</b> Wages, tips, other comp. 30714.35	<b>2</b> Federal income tax withheld 252.97
<b>b</b> Employer ID number (EIN) 83-0221955	<b>3</b> Social security wages 30714.35	<b>4</b> Social security tax withheld 1904.29
	<b>5</b> Medicare wages and tips 30714.35	<b>6</b> Medicare tax withheld 445.36

**c** Employer's name, address, and ZIP code  
Delta Construction, Inc.  
208 Racquette Drive  
Ft. Collins CO 80524

**d** Control number  
2

**e** Employee's name, address, and ZIP code  
Jacob Bartz  
174 N. Colorado Avenue  
Laramie WY 82070

<b>7</b> Social security tips	<b>8</b> Allocated tips	<b>9</b> Advance EIC payment
<b>10</b> Dependent care benefits	<b>11</b> Nonqualified plans	<b>12a</b> Code See inst. for box 12
<b>13</b> Statutory employee	<b>14</b> Other HITCHINS	<b>12b</b> Code
Retirement plan	7787.00	<b>12c</b> Code
Third-party sick pay		<b>12d</b> Code

<b>WY</b> 001181.06-1	<b>15</b> State Employer's state ID number	<b>16</b> State wages, tips, etc.	<b>17</b> State income tax
	<b>18</b> Local wages, tips, etc.	<b>19</b> Local income tax	<b>20</b> Locality name

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name JACOB BARTZ  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) Rebecca Jiran  
(Address) 5995 Greenwood Plaza Blvd  
(City) Greenwood Village (State) CO  
(Zip) 80111 (Phone No.) 303 389 3754

Date of Employment: From 01-01-10 through 11-11-2011 Add additional  
From \_\_\_\_\_ through \_\_\_\_\_ dates  
From \_\_\_\_\_ through \_\_\_\_\_ (as necessary)

Job Title of Applicant overhead supervisor (generic default)

Job Description of Applicant Records of specifics have been purged from  
our system due to time lapsed.

To be completed by Employer or Person verifying Applicant's information. (Do Not use self-verification.)

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES ☒ NO ☐  
COMMENTS: \_\_\_\_\_

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Day Phone No. 303-389-3754 Cell Phone No. \_\_\_\_\_  
Email Address rebecca.jiran@ghphipps.com

DATED this 17<sup>th</sup> day of April, 20 19

STEPHANIE CLARK  
Notary Public  
State of Colorado  
Notary ID # 20164043491  
My Commission Expires 11-14-2020

Rebecca Jiran  
Signature  
Rebecca Jiran  
Printed Name Signature

SC Clark  
Notary Public

My Commission Expires: 11/14/2020



✓  
*[Signature]*

**APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION**

Date August 29 2019  
Name of Company (if applicable) Transform SR Home Improvement Products LLC

Name of Qualifying Person or Person(s) Roy Michael Foster

Current Address 3213 Bridgemere Terrace City Matthews State NC Zip 28105

Telephone Number 704-609-3203 Cell Number 704-609-3203

Email mike.foster@transformhomepro.com

Employer Transform SR Home Improvement Products LLC

Employer's Address 3333 Beverly Road City Hoffman Estates State IL Zip 60179

Position Licensing & Compliance Manager Years at present employer 3 years Comments \_\_\_\_\_

What is the purpose of applying for a City of Casper license? To perform residential replacement of siding, windows, doors, flooring, HVAC. *REQUIRES SEPARATE APPLICATION*

Is there a specific project you will be doing? Not at this time.

If, yes, provide project name \_\_\_\_\_

Date and location of residence in Wyoming \_\_\_\_\_

If not Wyoming resident, location of residence North Carolina, see address above

Class of License you are applying for? Class I ☐ Class II ☐ Class III ☒  
Demolition ☐ Roofing ☐

**Part II- LICENSER HISTORY**

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

Location of License	Year Issued	Type of License
<u>Cheyenne WY</u>	<u>2017</u>	<u>General Contractor</u>
<u>Douglas WY</u>	<u>2017</u>	<u>General Contractor</u>
<u>Denver CO</u>	<u>2018</u>	<u>Residential Remodeling</u>
<u>North Carolina</u>	<u>2018</u>	<u>Residential Builder</u>

**Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)**

Applicant's Name Roy Michael Foster

(Print)

Name and address of employer or person  
verifying time and position of Applicant

(Name) Alfred W. Nyman Jr.

(Address) 3200 Lake Emma Blvd.

(City) Lake Mary (State) Florida

(Zip) 32746 (Phone No.) 407-551-5402

Date of Employment:

From 2005 through 2015

Add additional  
dates

From 2016 through Present

From \_\_\_\_\_ through \_\_\_\_\_

(as necessary)

Job Title of Applicant Licensing & Compliance Manager

Job Description of Applicant Supervision of installation of residential home improvement products  
including siding, windows, doors, flooring, bath and kitchen remodeling.

**To be completed by Employer or Person verifying Applicant's information. (Do Not  
use self-verification.)**

Is the information true and correct to the best of your knowledge including the time and  
type of work and duties? YES X NO \_\_\_\_\_

COMMENTS: \_\_\_\_\_

If it is necessary for a representative of the City of Casper to contact you about this  
information, please give any information that may expedite this process.

Current Address 521 Blossomwood Dr. City DeBary State FL Zip 32713

Day Phone No. 407-551-5402 Cell Phone No. 407-276-4912

Email Address al.nyman@transformhomepro.com

DATED this 30 day of August, 2019

Signature

Alfred W Nyman Jr

Printed Name of Signature

Subscribed and sworn to before me this 30 day of August, 2019

Notary Public

My Commission Expires:



Bethany Audette  
Commission # GG066685  
Expires: Jan. 26, 2021  
Bonded thru Aaron Notary



## OFFICIAL RESULTS REPORT

F13 - National Standard Residential  
Building Contractor (C)



Name: Roy Foster

Candidate ID: ICNON128073

Address: 8301-A Arrowridge Blvd.

Date: 2/9/2017

Charlotte NC 28273

### EXAMINATION RESULT: PASS

**Congratulations!** You have passed the above-named examination. You will be able to verify your pass status on the ICC website within 48-72 business hours after your exam. **Please contact your participating jurisdiction if you wish to pursue licensing.**

A passing score on this examination satisfies the testing requirements for licensure only, and does not guarantee that licensing will be granted. The candidate must also satisfy all local ordinance requirements in each jurisdiction where licensing is desired.

It is extremely important that you notify Pearson VUE and ICC of any changes in name and/or address to avoid the possibility of future correspondence not being received. Please contact both Pearson VUE at 877-234-6082 and ICC at 888-422-7233 ext. 5524 with changes to your name and address.

ICC reserves the right to amend or withhold any examination scores if, in its sole opinion, there is adequate reason to question their validity.

The authenticity of this score report can be validated by using Pearson VUE's Online Score Report Authentication found at:  
[www.PearsonVUE.com/authenticate](http://www.PearsonVUE.com/authenticate)

Digital embossing eliminates the possibility of unauthorized embossing of counterfeit score reports.

Registration Number: 310227025

Validation Number: 235802092

APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION

✓  
DL

Name of Company (if applicable) DEFENDER CONSTRUCTION LLC Date            20        
Name of Qualifying Person or Person(s) DAVID RACE  
Current Address 143 N. WILSON ST. City CASPER State WY Zip 82601  
Telephone Number 307-315-7228 Cell Number SAME  
Email drace@defenderconstruction.co  
Employer MCMURRY READY MIX  
Employer's Address 5684 OLD WEST YELLOWSTONE City CASPER State WY Zip 82604  
Position SHOP FOREMAN Years at present employer 6+ Comments           

What is the purpose of applying for a City of Casper license? WAS ENCOURAGED  
BY OTHERS THAT I HAVE HELPED WITH THEIR PROJECTS AND  
WORK PERFORMED ON MY OWN RESIDENCE.  
Is there a specific project you will be doing? NO

If, yes, provide project name N/A

Date and location of residence in Wyoming N/A

If not Wyoming resident, location of residence N/A

Class of License you are applying for? Class I        Class II        Class III X  
Demolition        Roofing       

Part II- LICENSER HISTORY

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

Location of License	Year Issued	Type of License
<u>NONE</u>	<u>          </u>	<u>          </u>
<u>          </u>	<u>          </u>	<u>          </u>
<u>          </u>	<u>          </u>	<u>          </u>
<u>          </u>	<u>          </u>	<u>          </u>



**Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)**

Applicant's Name DAVID RACE  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) STEPHANIE McLELLAN  
(Address) 18550 QUAIL HILL DR.  
(City) CORONA (State) CA  
(Zip) 92881 (Phone No.) 951-738-8294

Date of Employment: From 1-2000 through 1-2009 Add additional  
From \_\_\_\_\_ through \_\_\_\_\_ dates  
From \_\_\_\_\_ through \_\_\_\_\_ (as necessary)

Job Title of Applicant SITE SUPERVISOR, GENERAL FOREMAN  
Job Description of Applicant SITE SUPERVISOR OF A CREW OF 5 WORKERS.  
DID ESTIMATES, SUPERVISE JOB SITE, MATERIAL ACQUISITION,  
LABOR COSTS, DID SITE WORK WITH NO CREW.

**To be completed by Employer or Person verifying Applicant's information. (Do Not use self-verification.)**

**\* PLEASE SEE ATTACHED LETTER \***

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES \_\_\_\_\_ NO \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Day Phone No. \_\_\_\_\_ Cell Phone No. \_\_\_\_\_  
Email Address \_\_\_\_\_

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name of Signature

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public

My Commission Expires:



9-16-19

To whom it may concern:

This letter confirms that Mr. David Race has achieved work experience level with BIS Inc, as General Foreman and Supervisory Experience in all aspects of general construction from:  
Jan 2000 through Jan 2009.

Please call if you have any further questions.

Thank you,

A handwritten signature in black ink, appearing to read "Stephanie McLellan", with a long horizontal line extending to the right.

Stephanie McLellan  
BIS Inc.  
CSLB#598502  
951-738-8294 office  
951-735-4036 fax

✓  
J.E.

APPLICATION FOR EXAMINATION  
CITY OF CASPER  
LICENSING AND APPEALS BOARD

PLEASE RETURN OR MAIL TO:

CITY OF CASPER  
COMMUNITY DEVELOPMENT  
200 NORTH DAVID  
CASPER, WYOMING 82601

TO THE LICENSING AND APPEALS BOARD:

I, THE UNDERSIGNED, HEREBY MAKE APPLICATION FOR EXAMINATION, WITH A VIEW TO  
BEING REGISTERED AS A Master Plumber

NAME: Justin Daniels

ADDRESS: 479 Indian Park CITY, STATE, ZIP: Casper, WY 82604

TELEPHONE NUMBER: 307-259-5618 CELL NUMBER: 307-259-5618

EMAIL ADDRESS: Justin6646@myncsd.org

PLEASE ANSWER THE FOLLOWING QUESTIONS IF APPLICABLE

1. AGE: 32

2. ARE YOU CURRENTLY LICENSED UNDER ANOTHER GOVERNMENTAL JURISDICTION?

TYPE OF LICENSE \_\_\_\_\_

CITY AND STATE OF LICENSE \_\_\_\_\_

3. WHERE DID YOU SERVE YOUR APPRENTICESHIP?

EMPLOYER	CITY	TIME OF EMPLOYMENT
<u>Morton Plumbing</u>	<u>Casper</u>	<u>2005 - 2014</u>
<u>Haid's plumbing</u>	<u>Casper</u>	<u>2014 - 2015</u>
_____	_____	_____
_____	_____	_____

4. WHERE DID YOU WORK AS A LICENSED JOURNEYMAN?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
Natrona County School District	Casper	2015 - Current

5. IF CURRENTLY A MASTER UNDER ANOTHER JURISDICTION, WITH WHOM ARE YOU EMPLOYED?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>

6. WHO WAS YOUR LAST EMPLOYER?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
Hair's Plumbing	Casper	<del>2015-2016</del> 2014-2015

7. DATE OF TERMINATION: August, 2015

8. CURRENT EMPLOYER:

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
Natrona County School District	Casper	2015 - Current

9. WHAT IS THE PURPOSE OF APPLYING FOR A CITY OF CASPER LICENSE? \_\_\_\_\_

To become a Master Plumber

IS THERE A SPECIFIC PROJECT YOU WILL BE DOING? \_\_\_\_\_ IF YES, PROVIDE PROJECT NAME: \_\_\_\_\_

SIGNATURE: Justin Darned DATE: 10-7-19

**AFFIDAVIT**

APPLICANTS MUST SUBMIT AFFIDAVITS TO CERTIFY ALL TIME AND EXPERIENCE. THESE AFFIDAVITS MUST BE WRITTEN ON COMPANY STATIONERY OR YOU MAY USE THE ATTACHED AFFIDAVIT. ALL APPLICANT'S AFFIDAVITS MUST BE NOTARIZED.

**NOTARIZED AFFIDAVIT**



NAME OF APPLICANT: Justin Daniels  
(PRINT)

IS APPLYING TO THE LICENSING AND APPEALS BOARD OF THE CITY OF CASPER,  
WYOMING, TO BECOME A LICENSED Master Plumber  
(TYPE OF LICENSE)

William Daniels, BEING DULY SWORN ON HIS OATH,  
(NAME OF PERSON SUPPORTING AFFIDAVIT)

DEPOSES AND SAYS:

1. THAT HE HAS KNOWN THE APPLICANT FOR 32 YEARS.

2. APPLICANT WAS EMPLOYED BY Morton Plumbing  
(FIRM NAME)

FROM 2005 TO 2014

AS apprentice Plumber AND PERFORMED THE FOLLOWING DUTIES:

(DESCRIBE FULLY THE DUTIES AND WORK PERFORMED): Residential and  
Commercial Plumbing including water and  
sewer services, underground, top out, trim  
work and gas lines

DATED THIS 2 DAY OF October, 2019

William Daniels  
SIGNATURE

William Daniels  
PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 2 DAY OF OCTOBER, 2019

Lynn Stricklin  
NOTARY PUBLIC

MY COMMISSION EXPIRES: 08-03-2021



EXPERIENCE AND EXAMINATION CRITERIA

NAME OF APPLICANT: JUSTIN DANIELS  
(PRINT)

IS APPLYING TO THE LICENSING AND APPEALS BOARD OF THE CITY OF CASPER,  
WYOMING, TO BECOME A LICENSED MASTER PLUMBER  
(TYPE OF LICENSE)

CHRIS WARNER, BEING DULY SWORN ON HIS OATH,  
(NAME OF PERSON SUPPORTING AFFIDAVIT)  
DEPOSES AND SAYS:

1. THAT HE HAS KNOWN THE APPLICANT FOR 14 YEARS.
2. APPLICANT WAS EMPLOYED BY Natrona County School District  
(FIRM NAME)  
FROM 2015 TO CURRENT (OCTOBER, 2019)  
AS Journeyman Plumber AND PERFORMED THE FOLLOWING DUTIES:

(DESCRIBE FULLY THE DUTIES AND WORK PERFORMED): Plumbing fixture repairs,  
SEWER LINE REPAIRS, WATER HEATERS, HEAT LINE & WATER LINE INSTALL &  
REPAIR. BACKFLOW INSTALL + TESTING, ETC

DATED THIS 4 DAY OF October, 20 19

[Signature]  
SIGNATURE

Christopher Warner  
PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 4<sup>th</sup> DAY OF October, 20 19

[Signature]  
NOTARY PUBLIC

MY COMMISSION EXPIRES: June 16, 2023



EXPERIENCE AND EXAMINATION CRITERIA





## OFFICIAL RESULTS REPORT

F24 - National Standard Master Plumber



Name: justin daniels

Candidate ID: ICNON117826

Address: 479 Indian paintbrush

Date: 8/30/2019

casper

WY 82604

### EXAMINATION RESULT: **PASS**

Congratulations! You have passed the above-named examination. You will be able to verify your pass status on the ICC website within 48-72 business hours after your exam. **Please contact your participating jurisdiction if you wish to pursue licensing.**

A passing score on this examination satisfies the testing requirements for licensure only, and does not guarantee that licensing will be granted. The candidate must also satisfy all local ordinance requirements in each jurisdiction where licensing is desired.

It is extremely important that you notify Pearson VUE and ICC of any changes in name and/or address to avoid the possibility of future correspondence not being received. Please contact both Pearson VUE at 877-234-6082 and ICC at 888-422-7233 ext. 5524 with changes to your name and address.

ICC reserves the right to amend or withhold any examination scores if, in its sole opinion, there is adequate reason to question their validity.

*The authenticity of this score report can be validated by using Pearson VUE's Online Score Report Authentication found at:  
[www.PearsonVUE.com/authenticate](http://www.PearsonVUE.com/authenticate)  
Digital embossing eliminates the possibility of unauthorized embossing of counterfeit score reports.*

Registration Number: **359806915**

Validation Number: **908120992**



## Small Business and Employee Resources Right at the Library

**Megan Bratton** Marketing and Public Relations Manager

Thinking of opening up shop? Let us help. Looking to grow your existing small business? We can help with that, too. As part of our mission, the Library advocates for a thriving community, and we recognize that, in order for our community and economy to thrive, we need strong local businesses.

So what does that mean for Natrona County's entrepreneurs? First, to help you get your business started, the Library offers free access to computers, printers, internet, copiers, fax machines, software, and even meeting spaces for groups of 2 to 180 people—things that can add up when you're trying to get your business off the ground. Our Creation Station is a great resource for inventors and product developers. Have an idea for the next fidget spinner? We can teach you how to design the product using 3D software, as well as print, package, and market it, all from our free makerspace.

With the digital world evolving and shifting at a rapid pace, we know it's hard to keep up. We offer regular

training and educational resources to strengthen your workforce and introduce you to the newest software and technology. We partner with local businesses to train their employees on programs like Microsoft Office and Google's G Suite, because fostering and developing talent within your company is often easier than attracting new.

to an array of business journals, statistics, demographics, news, and even a database just for entrepreneurs, with sample business plans, articles, and guides for how to start, finance, or manage a small business.

You can book one-on-one time with a librarian to learn more about these databases, or to get help solving any problem you're facing on your road to business success. While all librarians are different, there is at least one thing they have in common—a love of research! Instead of hiring a consultant to tell you how to place the parking spaces at your new building (angled or straight, the debate rages on!), let our staff do what they do best, and guide you to the answer among a mountain of available information.

Our Library helps imaginations expand, encourages people to find what inspires them, and provides the training and resources they need to make their dreams become realities. Learn more at [natronacountylibrary.org/business](http://natronacountylibrary.org/business).

August's  
"Grow with Google"  
event at the Library  
reached  
**over 300**  
local job seekers,  
business owners,  
and nonprofit  
and education  
professionals looking  
to promote their  
businesses online  
and develop their  
digital skills.

Once you're ready to do your research, our reference resources—like our online databases and Book-a-Librarian service—are at the ready. With just a library card, patrons have access

**Natrona County Library**  
307 East Second Street  
Casper, WY 82601  
307.577.READ

[natronacountylibrary.org](http://natronacountylibrary.org)

### MAIN LIBRARY HOURS:

(September through May)

**Mon-Thur: 9 AM — 7 PM**

**Fri-Sat: 9 AM — 5 PM**

(June through August)

**Mon-Thur: 9 AM — 6 PM**

**Fri-Sat: 9 AM — 5 PM**

### Edgerton Branch

935 Cottonwood  
P.O. Box 269  
Edgerton, WY 82635  
307.437.6617

### Library Hours:

Mon: 11 AM — 5 PM

Wed: 1 PM — 7 PM

Fri: 11 AM — 5 PM

Bookmobile schedules  
available at any branch

### Library Administration:

Lisa Scroggins, Executive Director  
Kate Mutch, Assistant Director

### Library Board of Trustees:

Kyle True, President  
Kate Sarosy, President  
Mike Stepp, Treasurer  
Linda Nix, Secretary  
Alaina Hall, At-Large

## this issue:

New Releases.....	2
Movie Ratings and Parental Decisions.....	2
The Many Paths of the Library.....	5
One Book Wyoming.....	5
Upcoming Programs.....	5
New Youth Services Manager.....	Insert



**JUVENILE FICTION**

- *Sunny Rolls the Dice* Jennifer Holm
- *Wrecking Ball (Diary of a Wimpy Kid #14)* Jeff Kinney
- *Klawde: The Spacedog Cometh* Johnny Marciano
- *White Bird: A Wonder Story* R.J. Palacio
- *Dog Man: Fetch-22* Dav Pilkey

**YA FICTION**

- *Children of Virtue and Vengeance* Tomi Adeyemi
- *Rebel* Marie Lu
- *Supernova* Marissa Meyer
- *The End and Other Beginnings: Stories from the Future* Veronica Roth
- *The Toll* Neal Shusterman

**ADULT FICTION**

- *The Giver of Stars* Jojo Moyes
- *Blue Moon* Lee Child
- *No Fixed Line* Dana Stabenow
- *Minute to Midnight* David Baldacci
- *The Attack* W.E.B. Griffin

**JUVENILE NONFICTION**

- *Caught!: Nabbing History's Most Wanted* Georgia Bragg
- *Torpedoed: The True Story of the World War II Sinking of "the Children's Ship"* Deborah Heiligman
- *Who Would Win?: Ultimate Showdown* Jerry Pallotta
- *Survivors of the Holocaust: True Stories of Six Extraordinary Children* Kath Shackelton

**YA NONFICTION**

- *Teen Chef Cooks: 80 Scrumptious, Family-Friendly Recipes* Eliana de Las Casas
- *Becoming RBG: Ruth Bader Ginsburg's Journey to Justice* Debbie Levy
- *Hack Your Cupboard: Make Great Food with What You've Got* Alyssa Wiegand and Carla Correon

**ADULT NONFICTION**

- *Me: Elton John Official Autobiography* Elton John
- *Letters from an Astrophysicist* Neil deGrasse Tyson
- *Edison* Edmund Morris
- *Tiny Habits: The Small Changes That Change Everything* BJ Fogg
- *I Really Needed This Today: Words to Live By* Hoda Kotb
- *The Body: A Guide for Occupants* Bill Bryson
- *How Not to Diet: The Groundbreaking Science of Healthy, Permanent Weight Loss* Michael Greger

**MUSIC**

- *Threads* Sheryl Crow
- *Descendants 3* Soundtrack
- *III* The Lumineers
- *No. 6 Collaborations Project* Ed Sheeran
- *Victorious Skillet*
- *Lover* Taylor Swift

**MOVIES**

- *Rocketman*
- *Spider-Man: Far From Home*
- *Toy Story 4*
- *The Lion King*
- *Once Upon a Time... in Hollywood*
- *Yesterday*

**TV SERIES**

- *The Big Bang Theory* Season 12
- *Game of Thrones* Season 8
- *Poldark* Season 5
- *Chernobyl*
- *American Horror Story: Apocalypse*
- *Good Witch* Season 5

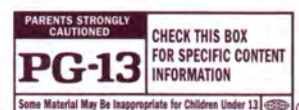
**VIDEO GAMES**

- *Call of Duty: Modern Warfare*
- *Star Wars Jedi: Fallen Order*
- *Luigi's Mansion 3*
- *Pokemon Sword and Shield*
- *The Outer Worlds*
- *Just Dance 2020*

# Movie Ratings and Parental Decisions

**Conrado Saldivar** Adult Services Specialist

G, PG, PG-13, R, NC-17, or Not Rated is seen before every movie, and usually skipped as last-minute popcorn is added to the snack pile. But how are these ratings actually used?



## NOT RATED:

Film was not submitted to the MPAA for an official rating

DVDs accounted for 30.5% of the Library's total circulation last year, making it our most popular collection. On any given day, particularly Friday afternoons, patrons browse the collection for the perfect weekend flick. Most make a decision based on the cover or synopsis while others take the time to find more information about a movie's ratings. The rating descriptors listed after a movie's rating can occasionally add more confusion to the process.

To help parents, IMDb and Common Sense Media rate specific topics in a film—such as violence, language, and frightening scenes—and display them on their websites.

Movies of all ratings are added to the collection to meet the needs and interests of all patrons. We make sure every DVD is placed in the collection where its target audience is most likely to browse. Those appropriate for our youngest patrons,

twens, and young adults are found in the Children's Department and are either rated "G" or "Not Rated." Anything meant for older audiences—typically movies rated "PG" through "Not Rated"—is located on the main floor. We encourage parents to have discussions with their children about what movies are appropriate to check out. We also welcome parents to talk to Library staff if they need more information about a movie's content.

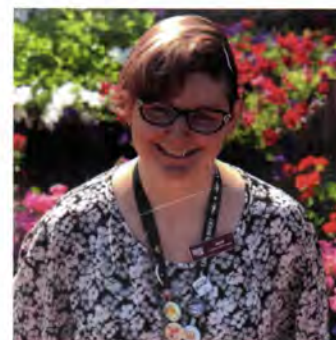
## Congratulations Jenn Beckstead, our New Youth Services Manager

You've probably noticed many familiar faces have moved around in the library. We're proud to announce that Jenn Beckstead was promoted to Youth Services Manager in July.

Library users should recognize Jenn from her 13 years as the Teen Librarian. Her library career began at Natrona County Library in August 2005, providing outreach programs to children and families. Highlights from her Teen Librarian days include launching the Baby Book Club for teen parents and their children at Roosevelt High School (formerly at

Kelly Walsh), planning summer reading, running multiple monthly book club discussions, and presenting outreach programs at middle and high schools, Casper College GEAR UP, Upward Bound, and the Youth Empowerment Council.

Jenn is a recent 2019 graduate of Leadership Casper and has served on the Soaring Eagle Book Award committee since 2018. Jenn and her husband, Brandon, have three young children and a cuddly German shepherd named Hazel.



**Favorite day at work:**  
Wyoming Reads Day

**Favorite book from childhood:**  
*Bridge to Terabithia* by Katherine Paterson

**Favorite beginning reader book series:**  
*Elephant and Piggie* by Mo Willems

**Favorite teen/YA authors:**  
Sarah Dessen and John Green

**Favorite library programs:**  
Book themed parties



# NATRONA COUNTY LIBRARY FOUNDATION

## Making a Good Library Great:

### **GIVING TO THE NATRONA COUNTY LIBRARY FOUNDATION**

What is the difference between a good library and a great library? A great library is measured by its ability to go beyond basic services with the help of private funds to provide programs and collections of true distinction. With your help, the Natrona County Library can keep providing the quality programs and materials its patrons have come to expect—both today and in the future.

All endowment funds are placed in a permanent account to augment the Library's collections, provide expanded library programming and help operate the Foundation for years to come. If you would like to make a tax-deductible donation or would like to learn more about the Foundation, please contact us at 577-7323.

## BOARD OF DIRECTORS

**Beth Worthen**  
*Executive Director*

Jansen Curry  
John Griffith  
John Jorgensen  
Anne Ladd  
John Masterson  
Brent Pickett  
Lisa Scroggins  
Sam Vigneri  
Scott Wells  
Brad Williams

*Have you remembered the Natrona County Library Foundation in your will?*

NATRONA COUNTY LIBRARY  
**FOUNDATION**

☐ I am enclosing a check for \$ \_\_\_\_\_

☐ Please contact me to arrange a meeting to discuss future financial support.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Comments: \_\_\_\_\_

Mail can be sent to: Natrona County Library Foundation, 307 E. 2nd Street, Casper, WY 82601.

Please make checks payable to **The Natrona County Library Foundation**

All contributions are tax deductible to the extent allowed by law.



NATRONA COUNTY LIBRARY  
FOUNDATION

## Thank You to Our Recent Donors

John P. Ellbogen Foundation

Gary Brown

David and Jean Schropfer

Donald and Phyllis Baker

Emily Hind

Boeing

Richard Johnson and Cheryl Wagner

Judith Griffith

Frank and Muriel McNeeley

Jacqueline Valdez

Larry and Becky Steensland

Suzanne Reckling

Karen Kastner

Neal Jacquot

Chris Smith

Laurie Blohm

Peter Queal

Estate of Shirley Iams

Stephen and Suzey Delger

Bosom Buddies of Wyoming

Crystal Rodgers

James and Carol Harkins

Michael and Kristine Gaither

C.B. Seebaum

Jess Rodgers

James Milek

Daniel B. Rea

Estate of Audrey Hillhouse

Elaine Hough

Michael and Sally Sarvey

Chris Smith

Masterson Family Foundation

Laura Burback

Stephen and Judy Parker

Kay Talbot



# The Many Paths of the Library

**Lorene Peterson** Youth Services Librarian

There is seldom anything more difficult for a human than adapting to some sort of change, whether voluntarily or involuntarily. We are creatures of habit, and like to stick to our routines and what we know. I recently made the move from Adult Services to Youth Services, where I went from helping adults with research and technical issues, to planning teen and children's programs and doing story time for young kids. The two library worlds are vastly different!

To prepare for the change, I turned to what I knew... our Library's resources. I read books written about how to become a better teen librarian, participated in webinars to familiarize myself with youth-specific collections and genres, and browsed the children's CDs to prepare for story time. As time went on, I realized that many of my skills as a reference librarian transferred over. I have shown teens how to find new reads through our Novelist database, assisted children with research in our Juvenile Non-Fiction collection, and helped patrons navigate our three eBook and

eAudiobook platforms: Libby by Overdrive, Cloud Library, and RBDigital.

I also have an amazing support system, just like I did in Adult Services. My co-workers are patient and encouraging. They laugh with me when I make silly mistakes and push me to try new things.

Without change, there is no growth. If you are in a comfortable position (perhaps even one you love), but know that even a small move can make a difference in your life, don't hesitate to go for it. With the right resources, support system, and hard work, anything is possible.

One of the many wonderful things about the library is the amount of resources we offer. If you are looking to go down a different path or grow right where you are, chances are we have the right book or service for you. Come and speak to one of our knowledgeable staff to point you in the right direction.

# Finding a Home at the Library

**Susan Stanton** Tech Services Manager

I recently went on a short vacation to Colorado and needed to make some last-minute hotel and entertainment reservations from a computer. Unfortunately, the hostess at my B&B had to leave early that morning and my smartphone was glitching, so I was device-less. Fortunately, I work at a library so I knew exactly what to do—I headed over to the downtown Greeley public library.

Sure enough, there were plenty of public computers for me to use. In order to get on a computer at any of the High Plains Libraries, you have to get a library card, as there are no temporary passes to use like we do here at Natrona County Library. Getting my card only took a few minutes and the clerk was delightful. Pretty soon after that, all of my problems were solved—I arranged a place to stay, booked my entertainment,

printed out all the confirmations, answered my e-mail, used the restroom, recharged my phone, and even browsed the library setup.

Meanwhile, it had started to rain outside and was too early to go to lunch; so I picked up one of the books on display, sat in a cozy seat, and read for about an hour. I suddenly noticed several other people like me—carrying bags containing their belongings—taking a reading break or using computers. How grateful I was that I hadn't been barred from this spot just because I didn't live there. What a blessing that, in a commercially-driven world like ours, there is still a free, comfortable place to go where we can retreat, recharge, and rearrange our journeys, wherever they may be.

## upcoming programs

For more info, visit our Facebook page @NatronaLibrary, [natronacountylibrary.org](http://natronacountylibrary.org) or call 577.7323.

### ❖ OCTOBER ❖

- 1 - Reading the West Book Club 6:30PM
- 2 - Wednesday Writers 10AM
- 2 - AAL: Pumpkins 4PM
- 3 - Teen Writers 4PM
- 5 - Halloween Cards Workshop 2PM
- 7 - TM: Monster Wobblebots 4PM
- 8 - Never Too Old Book Club 6:30PM
- 9 - AAL: Tissue Paper Painting 4PM
- 10 - Books on Tap Book Club 6:30PM
- 11 - Adult Coloring Club 2PM
- 12 - Craftastic Saturday 2PM
- 14 - TM: Mason Jar Luminaries 4PM
- 16 - AAL: Halloween Bingo 4PM
- 17 - 4Teens@4 4PM
- 17 - Genealogy Workshop 7PM
- 19 - Afternoon Book Club 2PM
- 19 - One Book Wyoming: Book Discussion & Hemingway Talk 1PM & 3PM
- 21 - TM: Creepy Candles 4PM
- 22 - Writer's Bloc 5:30PM
- 23 - AAL: Trick-or-Treat Bags 4PM
- 24 - Wyoming History Series 6:30PM
- 26 - Family Afternoon 2PM
- 28 - Tween Book Club 4PM
- 28 - 'Til Death Due You Part Book Club 6PM
- 29 - Teen Book Club 6PM
- 30 - AAL: Halloween Party 4PM

### ❖ NOVEMBER ❖

- 2 - Thanksgiving Cards Workshop 2PM
- 5 - Bedtime Booktime 6PM
- 5 - Reading the West Book Club 6:30PM
- 6 - Wednesday Writers 10AM
- 6 - AAL: Math Carnival 4PM
- 7 - Teen Writers 4PM
- 8 - Adult Coloring Club 2PM
- 9 - Snow Globe Craftastic Saturday 2PM
- 12 - Never Too Old Book Club 6:30PM
- 16 - Afternoon Book Club 2PM
- 16 - Virtual Reality Demo 2PM
- 21 - 4Teens@4 4PM
- 21 - Genealogy Workshop 7PM
- 23 - Family Afternoon 2PM
- 25 - Tween Book Club 4PM
- 26 - Writer's Bloc 5:30PM
- 26 - Teen Book Club 6PM

### ❖ DECEMBER ❖

- 3 - Reading the West Book Club 6:30PM
- 4 - Wednesday Writers 10AM
- 5 - Teen Writers 4PM
- 7 - Christmas Cards Workshop 2PM
- 10 - Never Too Old Book Club 6:30PM
- 12 - Books on Tap Book Club 6:30PM
- 13 - Adult Coloring Club 2PM
- 14 - Harry Potter Craftastic Saturday 2PM
- 16 - Tween Book Club 4PM
- 17 - Teen Book Club 6PM
- 19 - 4Teens@4 4PM
- 21 - Afternoon Book Club 2PM
- 26 - Wyoming History Series 6:30PM
- 28 - Family Afternoon 2PM



# One Book Wyoming: Hemingway's "In Our Time"

**Betsy O'Neil** Adult Services Manager

Ernest Hemingway once said, "There are two places I love - Africa and Wyoming." Hemingway's special connection to Wyoming is being celebrated this year through the One Book Wyoming program. His first short story collection, "In Our Time," was selected as the 2019 One Book Wyoming by the Wyoming State Library and the Wyoming Humanities Council.

The goal of a One Book program is to encourage individuals in a community to read the same book at the same time, and then participate in discussions about it. "In Our Time" covers many different topics—World War I, war's impact on soldiers, the relationship between humans and nature, and fatherhood and family—which is what makes it such a great book to discuss.

The Library will have a limited number of copies of "In Our Time" to give out starting on Tuesday, September 3rd at the 2nd floor desk. Charles Fournier, a teacher and Hemingway expert, will be at the Library on Saturday, October 19th to lead the community in a discussion of "In Our Time" at 1 pm, and to give a talk about Hemingway's life and his connections to Wyoming at 3 pm.

Reading and discussing "In Our Time" may also inspire you to explore other Hemingway in Wyoming activities, including the "Hemingway Highways" mobile app tour. Just download the free TravelStorys mobile app from the Apple or Google Play store to enjoy stories about Hemingway's connection to Wyoming presented by the Wyoming Humanities Council.



We hope you will join us this fall for One Book Wyoming to learn more about Hemingway—his life and his works—while connecting with others in our community through discussion.

*Newsletter funded by the  
Natrona County Library Foundation*

Scott Miller  
City Council  
200 N David St  
Casper WY 82601-1815

303

Return Service Requested

**Natrona County Library**  
307 East Second Street  
Casper, WY 82601



NONPROFIT ORG  
US POSTAGE  
PAID  
CASPER, WY  
PERMIT #165

**NATRONA COUNTY TRAVEL & TOURISM COUNCIL  
ANNUAL MEETING  
Friday, October 18, 2019 ~ 11:30 A.M.  
Visit Casper ~ Casper, Wyoming  
AGENDA**

- 11:30 A.M.**
- I. Call to Order – Chair Tiffany Gamble
    - A. Introductions
  - II. Roll Call (*Meetings: Attended/Excused/Held*)

Kevin Hawley, City of Casper (7/0/8)	Ken Thoren, Edgerton (6/0/7)
Steve Freel, City of Casper (2/0/2)	Jim Ruble, Evansville (6/2/8)
Renee Penton-Jones, Natrona County (8/0/8)	Michael Cevalasco, Midwest (1/1/2)
Tiffany Gamble, Natrona County (7/1/8)	Erik Aune, Mills (8/0/8)
Brad Murphy, Town of Bar Nunn (8/0/8)	
  - III. Consent Agenda:
    - A. Agenda
    - B. Minutes: Sept 24, 2019
    - C. Treasurer's Report: September 30, 2019
  - V. Old Business:
    - A. Brand launch/holiday party
    - B. CNFR Marketing 2020
  - VI. New Business:
    - A. Transportation Presentation – Darren Rudloff, Visit Cheyenne
    - B. Market Segment Update
  - VII. Communications Reports:
    - A. Sub-Committee Updates
      - a. I-25
      - b. Transportation
      - c. Advocacy
      - d. Resident Engagement
      - e. Board/Steff Development
    - B. Staff Reports
    - C. Community/Organization
  - VIII. Council Comments
  - IX. Public Comments
  - X. Upcoming Council Meeting Date: Tuesday, November 26, 2019
  - XI. Executive Session
  - XII. Adjournment

# Natrona County Travel & Tourism Council

## Casper Area Convention & Visitors Bureau

PUBLIC MEETING MINUTES  
TUESDAY, SEPTEMBER 24, 2019 ~ 11:30 AM  
CASPER, WYOMING

I. **CALL TO ORDER**

Mrs. Gamble called the public meeting of the Natrona County Travel & Tourism Council to order Tuesday, September 24, 2019, at 11:32 a.m. at the Casper Area Convention & Visitors Bureau. Roll call determined the presence of a quorum.

II. **ROLL CALL**

Present: Tiffany Gamble, Natrona County  
Brad Murphy, Town of Bar Nunn  
Renee Penton-Jones, Natrona County  
Jim Ruble, Town of Evansville  
Erik Aune, Town of Mills  
Steve Freel, City of Casper  
Kevin Hawley, City of Casper  
Mike Cevasco, Town of Midwest

Excused: Ken Thoren, Town of Edgerton

Also Present: Brook Kaufman, CEO  
Amanda Scherlin

III. Moved by Mr. Hawley, seconded by Mrs. Penton-Jones and carried without dissent to approve the consent agenda as presented. (Exhibit 1)

### OLD BUSINESS

IV. **TOURISM IMPROVEMENT DISTRICTS**

Ms. Kaufman spoke with John Lambeth of Civitas to flush out who will be the contract holder in 2019/2020, Visit Casper or the Wyoming Travel Industry Coalition. Mr. Brown, the Executive Director, anticipates WTIC will be the contract holder. He's reaching out to WTIC members now to confirm financial support.

V. **CLARION TOUR DATES/OPEN HOUSE**

Visit Casper staff and board members have been invited to attend the Clarion's open house Wednesday, October 16, 2019, from 5:00pm – 7:00pm. Several board members are planning to attend; tours will be provided.

VI. **OXFORD ECONOMICS UPDATE**

Ms. Kaufman shared that Oxford Economics is still working on the I-25 research proposal. She anticipates she'll have something to share with the board in early October.



## **NEW BUSINESS**

### **I. AIR SERVICE UPDATE**

Glenn Januska, the General Manager of the Natrona County International Airport, gave the board an update on air service in the County. Enplanements are up, typically people who fly out of Casper are business travelers. There is nothing concrete about adding service, but both Delta and United have added additional capacity through slightly larger aircraft. There is also interest in adding a leisure market carrier. In regard to ticket prices, airlines will always charge what people are willing to pay. When asked what Visit Casper could do to help improve service, Mr. Januska said to continue providing letters of support and to let him know when expanded service is necessary for events.

### **II. MARKETING UPDATE**

Ms. Scherlin, Marketing Manager for Visit Casper, presented the new campaign that will roll out in the fall of 2019. In addition to a new positioning statement and copy, the campaign will be presented across multiple platforms including audio, video, digital and traditional media. Look for details on a brand launch event in the coming weeks.

### **III. 3X3 BASKETBALL TOURNAMENT**

Kim Dennis, owner of World Events, has expressed interest in returning to Casper in 2020 to produce the 3x3 Oil City Street Slam. After reviewing cost and operational requirements, the board has elected not to move forward with the event.

### **IV. CNFR FINANCIAL RE-ALLOCATION**

Ms. Kaufman asked the board for feedback on the direct sales effort to increase ticket sales at CNFR. Specifically, Ms. Kaufman wanted guidance on whether the board would like to facilitate that effort again or ask partners to re-allocate their financial commitments to try to drive sales in new ways. The next step will be a meeting with NIRA, members of the committee, the County, City, Events Center and Visit Casper. The sentiment of the board is that Visit Casper will continue to work diligently to retain and grow the event.

### **V. LEGISLATOR MEETINGS**

Ms. Kaufman will be scheduling legislative meetings in October/November to share industry priorities with Natrona County Legislators. Board members will be asked to participate.

### **VI. SUB-COMMITTEE UPDATES**

Ms. Kaufman updated the board previously on the status of I-25 research. She will also schedule a meeting with Mr. Murphy and Mr. Hawley to explore transportation. The advocacy group met in September, an outcome was a meeting with DDA and the Chamber on leveraging and combining resources. Mr. Ruble and Mr. Thoren have met to explore next steps on resident engagement and how to expand the reach of 5150 Local.

### **VII. STAFF REPORTS**

No questions. (Exhibit 8)

### **VIII. COMMUNITY ORGANIZATION**

Mr. Murphy mentioned that *We Will Rock You* tickets are available and to contact him if interested. Ms. Kaufman thanked the Ramkota hotel for their excellence in handling the Wyoming Association of County Officials convention.

IX. **PUBLIC COMMENTS – NONE**

X. **EXECUTIVE SESSION - NONE**

XI. **NEXT COUNCIL MEETING:** Friday, October 18, 2019.

XII. **ADJOURNMENT:** Moved by Mr. Hawley, seconded by Mr. Ruble and carried without dissent to adjourn the meeting at 1:15pm.

---

Tiffany Gamble, Chair

---

Kevin Hawley, Secretary

**Natrona County Travel and Tourism Council**  
**Statement of Revenue and Expense**

	September	Y-T-D	Budget	%
<b>INCOME</b>	<u>\$218,192</u>	<u>\$656,228</u>	<u>\$1,719,663</u>	<u>38%</u>
<b>EXPENSE</b>				
<b>ADMINISTRATION</b>				
Office Expense	\$5,841	\$30,797	\$189,900	16%
Staff	\$35,575	\$113,447	\$651,929	17%
Total Administration	<u>\$41,416</u>	<u>\$144,244</u>	<u>\$841,829</u>	<u>17%</u>
<b>MARKETING</b>				
Grants/Sponsorships	\$2,125	\$10,325	\$105,200	10%
Total Grants/Sponsorships	<u>\$2,125</u>	<u>\$10,325</u>	<u>\$105,200</u>	<u>10%</u>
<b>SALES</b>				
Promotional Items	\$556	\$3,205	\$20,000	16%
Printing	\$132	\$780	\$8,000	10%
Tradeshaw Registration	\$0	\$0	\$17,870	0%
Staff Travel	\$2,649	\$7,654	\$27,000	28%
Board/Partner Travel	\$116	\$3,699	\$10,000	37%
Business Development	\$50	\$5,142	\$10,500	49%
Business Retention	\$0	\$0	\$18,500	0%
FAM Tours	\$0	\$10	\$11,000	0%
Research	\$0	\$0	\$0	0%
Public Relations	\$9,640	\$25,649	\$155,000	17%
Event Expense	\$1,412	\$7,736	\$55,500	14%
Memberships	\$151	\$361	\$10,000	4%
Sponsorships	\$544	\$10,933	\$70,000	16%
Legislative/Issue	\$0	\$0	\$2,500	0%
Total Sales	<u>\$15,250</u>	<u>\$65,170</u>	<u>\$415,870</u>	<u>16%</u>
<b>ADVERTISING/MARKETING</b>				
Banners/Displays/Signs	\$435	\$1,601	\$8,000	20%
Print Advertisements	\$0	\$600	\$21,000	3%
Billboards/Out of Home	\$0	\$0	\$15,000	0%
Broadcast Media	\$0	\$0	\$3,500	
Digital/Social Marketing	\$268	\$6,628	\$67,250	10%
Content Production	\$1,299	\$5,899	\$113,500	5%
Website	\$0	\$12,700	\$63,515	20%
2019 Visitors Guide	\$0	\$0	\$65,000	0%
Total Marketing	<u>\$2,002</u>	<u>\$27,427</u>	<u>\$356,765</u>	<u>8%</u>
Total Expenses	<u>\$60,793</u>	<u>\$247,166</u>	<u>\$1,719,663</u>	<u>14%</u>
<b>INCOME IN EXCESS OF EXPENSES</b>	<u><u>\$157,399</u></u>	<u><u>\$409,062</u></u>		



**INTRODUCTION**

The scope of service as stated in the RFP issued on October 10, 2018 is as follows:

The Scope of Services required includes evaluating the current conditions and anticipated needs of both the Police Department and the Fire-EMS Administration and Station No. 1. Consultants are to ultimately provide the assessment and practicality for potential options for both departments. The options to be studied and presented for each department are: 1) remain in the municipal campus setting and provide additions/remodels to current locations; 2) relocate the departments to new sites within proximities appropriate for the utmost functionality; and 3) a combination of one department or the other remaining within the municipal campus while relocating one department or the other to a new location.

The study report document is provided in two volumes 1 - contained herein – covers the entirety of the work scope involving the Police Department and Courts. Volume 2 covers the entirety of the work scope pertains to the Fire Department and EMS.

**Primary activities and objectives of the Needs Study are as follows:**

- Define current personnel, activities, and support functions.
- Document projected staffing increases.
- Determine current and future facility space requirements.
- Determine operational relationships of the personnel, activity, and support spaces.
- Develop site requirements.
- Determine the minimum site requirements necessary to develop a new facility
- Analyze sites that have been identified for possible project development.

**CASPER POLICE AND COURTS  
CASPER, WYOMING**

- Perform an evaluation of the existing facility's capacity to meet current and future needs of the Police and Courts.
- Perform an evaluation of other properties with existing building structures for development to meet the needs of the Police and Courts.
- Estimate building and site development construction costs for identified development scenarios and compare and contrast both, strengths and weaknesses of each development scenario and project costs.

**STUDY PROCESS**

The study process began with on-site meetings on April 9<sup>th</sup> – 11<sup>th</sup>, 2019 with James Estes and JoLaina Greenhagen of Police Facility Design Group, and managers and personnel of the Casper Police Department and Courts. Information-gathering meetings provided an understanding of present and future department functions. Discussions with department representatives focused on how they currently operate, and how they could operate more efficiently without consideration for the way they currently operate under the constraints imposed by their existing building. To assist the architects in developing a facility program, one aspect of the meetings catalogued current budgeted personnel, and looked at the accessory support space they need to conduct routine operations. A tour of the existing facilities was conducted to support documentation of deficient conditions and typical usage of current space.

**The following outlines the details of the process, which resulted in the final outcome documented in this report:**

- Meetings were conducted in group interview format. This provided the insight into what makes these specific departments unique, and how the law enforcement in the region is evolving. This is followed by a similar discussion

pertaining to each department and how the issues they face are impacted by their facility. Department personnel are asked to think beyond the envelope of how they currently operate, focusing on how they should operate if not for the constraints of deficient space. Understanding these factors, blended with the understanding of traditional law enforcement space needs, allows the development of a building program specifically tailored to the needs of Casper Police Department and Court personnel.

- Development of a list of optimal functional elements for current needs, through meetings and/or surveys with department administrators, provided a breakdown of the proposed building into each distinct element. (Functional elements are comprised of personnel, activities, and accessory support space. The list includes each distinct function, which in the design phase will become a room or space). Utilizing department personnel input, these elements are increased where necessary to meet the anticipated future needs.
- Utilizing PFDG's database developed from nearly 300 similar facilities around the country, space is established for each functional element based upon space standards necessary to accommodate specific operations. This method brings credibility to the establishment of the building size (which directly affects construction costs), and provides the highest level of assurance that the facilities will be useful at building occupancy, and for an acceptable time period in the future.
- Optimal internal adjacencies, or spatial relationships, between personnel, activities, and corresponding support functions are developed with the assistance of department

personnel and reflected in the preliminary plan layout. Input to the architects through this process allows Casper personnel the opportunity to influence how the building will ultimately be designed to meet their department's specific operational needs.

- Develop alternative building configurations to establish probable building footprints. Establish parking and other site use elements. Develop site density usage to determine the minimum and maximum site area requirement for building development.
- Identify the various scenarios for developing facilities that will support the programmatic requirements. These include; new facility construction, modification and reuse of the existing facilities, and potential use of existing buildings on identified properties.
- Estimate construction costs to develop facilities for each scenario. Estimates are derived by applying current square footage and unit costs for police and court facilities built around the country, adjusted to the Casper region. PFDG maintains a cost database compiled from new facilities planned by PFDG and buildings planned by others. Utilizing typical square footage costs ensures that the building construction budget is sufficient without being overly ambitious.

### Personnel Growth Accommodation

While well designed public safety buildings can be renovated to support future growth of the occupying department, the fortified nature of the building's construction, along with the distributed placement of future staff throughout the building, makes renovation and expansion of the building to accommodate personnel growth in a department extremely costly. Like public safety departments all over the country, Casper elected to plan for a building that will support 20-years of staff growth. This 20-year planning period reflects the point at which the building would – theoretically – be a perfect fit for the Casper Police Department, though the building may effectively support the department's space needs for many years after that period without significant expansion, based on how the City of Casper and the Department actually grow.

Given that the number of personnel in the department is the primary determinant of the space requirement, a properly sized building requires projecting the appropriate number of personnel who will occupy the building. Architects worked with public safety managers in ascertaining likely personnel growth in the department over the next 20-years. These discussions were informed by current City of Casper population estimates, US census information and historical population increase rates over the last several decades. Current personnel counts were adjusted to reflect understood increases in staffing that should occur in the short term. The department personnel increase forecasted to the future reflects an understanding that the level of service to the citizens of Casper should be maintained.

DEPARTMENT DIVISION	2019 PERSONNEL	2039 PERSONNEL
Administration	6	9
Support Services	13	22
Evidence & Property	3	4
Communications	21	27
Investigations	17	25
Patrol	91	118
<b>POLICE PERSONNEL TOTALS</b>	<b>151</b>	<b>205</b>
Court	10	18

### National Space Standards

Once all personnel, activities, and support functions were identified through group meetings, square footage was assigned to each element. A determination of space for each element can be very subjective. Therefore, accurately assigning the appropriate amount of space is based upon area derived from a database of previously designed facilities and tailored to fit the way the Casper Police Department and Court needs to operate. One component factored into the determination of space assigned to a specific Functional Element is the use of planning standards for public safety facilities. This can come in many forms but is primarily related to the size of a workstation, seating, or table requirement to perform a task, or multiple tasks within the functional element. It can also be a standard for a room size based on the area required to perform a known set of tasks. Application of space standards protects against overbuilding or premature obsolescence from providing a space of insufficient size.

## SPACE NEEDS PROGRAMMING

A summary of the space needs requirements for the Casper Police Department and Court is listed in the table below.

<b>DIVISION</b>	<b>2019 SPACE</b>	<b>2039 SPACE</b>
Administration	1,790	2,340
Support Services	6,395	7,540
Evidence & Property	3,405	3,860
Communications	2,850	3,855
Investigations Division	4,890	5,740
Patrol Division	4,070	4,740
Detainee Intv./ Interrog.	2,270	2,270
General Building Support	10,880	12,881
<b>Subtotal (Net Area)</b>	<b>36,550</b>	<b>43,226</b>
Accessory Space	1,097	1,297
Circulation Space	10,165	12,021
Walls & Unusable Space	4,303	5,089
<b>Police Building Total</b>	<b>52,114</b>	<b>61,633</b>
Court	6,015	7,365
Accessory Space	180	221
Circulation Space	1,549	1,896
Walls & Unusable Space	697	853
<b>Court Building Total</b>	<b>8,441</b>	<b>10,336</b>
Fleet Garage	6,050	6,050
Range/ Training	6,345	6,345
Walls & Unusable Space	1,116	1,116
<b>Fleet Garage &amp; Training</b>	<b>13,511</b>	<b>13,511</b>
<b>TOTAL</b>	<b>74,066</b>	<b>85,479</b>

**CASPER POLICE AND COURTS  
CASPER, WYOMING**

## SITE DEVELOPMENT SCENARIOS

With the establishment of the space need program above, the focus of the report turns to identifying and evaluating development scenarios that provide the best outcome for designing and constructing facilities that meet the programmed space and provide the best long-term value.

Four development scenarios were identified. They include, 1) Reuse of the existing Hall of Justice by renovating existing space and expanding the floor space by constructing a new addition, attached to, and/or immediately adjacent the current structure; 2) a building of new construction on a clean site to be identified; 3) renovate and expand the former Sears space in the East Ridge Mall; and, 4) renovate and expand the former Star-Tribune building.

*The cost estimates associated with each development scenario reflect building and site construction cost today for comparison. Other project costs for design and engineering, FF&E, and future escalation require consideration.*

**Option 1, Hall of Justice.** Evaluating the Hall of Justice also included consideration of Police use space in other structures in close proximity to the Hall of Justice. These “other” buildings are the City Center Building and the Market Street Garage and Storage Building. Public safety departments the size of Casper recognize that dispersing staff across multiple buildings is operationally inefficient. The remedy for addressing this deficiency is, typically, to construct buildings that house all staff under a single roof. This is especially true for the Administrative, Support Services, and Investigations Divisions, including all storage needs these divisions require. For this reason, a long-term solution that includes the continuing use of the Hall of Justice necessitates the abandonment of the City Center and Market Street buildings, and



moving their functions into the renovated Hall of Justice.

Any renovation and expansion to the Hall of Justice assumes that the County would agree to the plan. Casper Police currently occupy about 22,000 square feet of space that could reliably be considered for their continued use. Given this relatively small percentage of the area requirement of the programmed space need, a new construction addition would make up a significant portion of the overall project.

Construction of any attached structure to an existing structure carries additional risk with regard to construction conditions that are difficult to predict prior to the occurrence of actual construction. This means costs can be harder to estimate early and the risk of Change Orders increases. Minimizing the impact on ongoing operations in the existing building while construction occurs immediately adjacent is also challenging to both operations and construction. How contractors react in their pricing to this added complexity is also difficult to predict in preliminary estimates.

Opting to advance the Hall of Justice development scenario carries with it many hurdles to bringing the existing space up to meet the requirements of current codes and ADA requirements. Yet the greatest challenge with Option 1 involves the identification of sufficient site area immediately adjacent that will support the required footprint addition. After considering the potential for street closures to accommodate the added footprint and determining the undesirable nature of this, combined with extensive costs associated with utility relocation, our evaluation determined that if an expansion to the Hall of Justice was the preferred development scenario to advance, the most reasonable option to put forth would be the placement of it on the current County parking lot to the immediate south of the Hall of Justice.

The proposal developed under this option would be the

## CASPER POLICE AND COURTS CASPER, WYOMING

development of a basement level parking garage with two floors built over it. This garage would replace County parking lost to the building footprint built upon it. The two floors of Police and Courts space built above the basement garage would meet the programmed space need.

The only probable solution to this option, when paired with the basement garage parking to replace the existing County parking results in new construction of square footage nearly identical to that of an new building on an unidentified site, in addition to the renovated space in the existing Hall of Justice.

Even with the County parking lot, the site area is less than two acres and relies on the current parking lot across the street for police vehicles. Even with a new building addition, the current parking situation is not addressed and remains inadequate.

### Hall of Justice Cost:

Renovated Space	\$ 5,387,520
New Addition	\$28,806,163
Site Development	\$ 962,000
<b>Total Construction Cost</b>	<b>\$35,155,683</b>

Acquisition Cost	\$ 0
------------------	------

**Option 2, new construction on an unidentified site.** New facilities are the most predictable with regard to meeting an expected outcome while maintaining an established budget. Starting with a clean slate is the best way to ensure that all planning objectives can be met as there are few if any existing impediments to impact the goals. Our planning for new facilities is based on planning standards for police facilities built around the Country, tailored to Casper's specific needs. This ensures credible planning solutions with regard to space, quality, and cost.

While our planning proposal for new construction is based on an

actual site centrally located in Casper, this option could be developed on most any desired property of approximately eight acres in Casper. Our planning for new construction on eight acres affords design flexibility of the building structure, sufficient parking with designated and secure parking for Police fleet vehicles, and room for expansion beyond the needs of the 20-year planning period. New construction on a sufficient site will serve not only the Casper Community today, but for the next generation to come.

**New Construction:**

Renovated Space	\$ 0
New Space	\$33,007,175
Site Development	\$ 2,478,920
<b>Total Construction Cost</b>	<b>\$35,486,095</b>

Acquisition Cost (Undetermined)

**Option 3, former Sears space, East Ridge Mall.** The former Sears space consists of approximately 70,000 square feet of enclosed space on one level. The interior is relatively open and unobstructed which would minimize demolition cost prior to renovating the interior. The requirement for new expanded space is relatively small at about 15,000 square feet. The site area the shopping center will commit to dedicating to the City project is relatively undetermined, but the potential for space is more than sufficient to meet the programmed requirement. Most of this site area is currently constructed as parking and most of it would be used for parking in the public safety project.

While our evaluation has determined that there is an opportunity for construction cost savings versus new construction there are serious concerns. Chief among these concerns is the party wall the Police Department would share with an unknown neighbor in the adjacent mall space. Additionally, the mall is designed as retail space and is intended to move large numbers of both pedestrians

and vehicles through it and around it. Sound security planning for public safety facilities intends to control and minimize traffic around the building and is in opposition to this style of planning use.

The design of this space to serve a large retail tenant results in a high floor to deck ratio when compared to most public safety buildings. At approximately 22 feet for the former Sears space, this compares to a height of about 14 feet for most police buildings. The taller space results in a much greater volume of space within the building insulation envelop and would result in substantially higher energy costs year after year.

As stated prior, our evaluation concludes that there is an opportunity to see construction cost savings in renovating and expanding this space. But this savings may be decreased or even eliminated depending on a final agreed upon sales price.

**East Ridge Mall:**

Renovated Space	\$19,663,920
New Addition	\$ 5,047,830
Site Development	\$ 2,642,000
<b>Total Construction Cost</b>	<b>\$27,353,750</b>

Acquisition Cost (TBD, Est. 3-8 million)

**Option 4, Star-Tribune Building.** The existing building structure consists of approximately 47,000 square feet and will require a new building addition of 38,000 square feet to meet the programmed need. The building itself is complex and cut up in its massing and may create difficulties in efficiently using space. The new addition to the existing building would be required to be a two-story space and, again, does not lend itself to working well with the odd shaping of the existing structure.

**CASPER POLICE AND COURTS  
CASPER, WYOMING**

The current star-Tribune site area is just over 4 acres. The existing programmed space requirement including building and parking fit on the existing site but are extremely tight. The railroad tracks and potential for a hazardous chemical spill merely feet behind the building represent a threat to a 24/7 critical use building operation such as that of a police building. Additionally, the building sits at an undesirable location for a public safety building being at the end of a dead-end road.

When the acquisition cost of the property is factored in along with the prudent long-term need to acquire some additional acreage for future needs, the final project costs are similar to that of new construction.

**Star-Tribune Building:**

Renovated Space	\$15,261,439
New Addition	\$15,017,220
Site Development	<u>\$ 1,642,000</u>
<b>Total Construction Cost</b>	<b>\$31,920,659</b>

Acquisition Cost (TBD, Est. 2.8 million)\*

\*Does not include additional adjacent properties desired

**SUMMARY CONCLUSION**

Deficiencies in the current facilities are readily apparent with the most obvious being a severe shortage of space to conduct routine public safety operations. The Department currently occupies approximately 40,000 square feet of space in three different buildings, plus space on a long-term lease for Communications. This is just over one-half of the space the Department needs today, and less than half the space (46%) they will need in 20-years. Given the space is not in one single building makes the space shortage

and operational efficiencies even worse.

Further issues relate to the age and condition of the existing facilities, ADA and code deficiencies, and security weaknesses. The existing facility and site do not appear to be a viable candidate for long-term police department and court usage as it cannot support parking needs and long-term future growth. The expense, as well as the impact to ongoing law enforcement operations, to correct deferred maintenance issues and to marginally address space issues does not appear to be a prudent investment of public funds. These issues are further complicated due to a lack of total control over the building environment given County ownership of the building.

Making a determination as to the feasibility for renovating any building assumes the building to be renovated can be made to perform functionally on par with that of a new building, and how the cost to do so compares to that of new construction. Each of the three identified renovation scenarios can be compared to the scenario involving new construction for comparison.

Without designing final plan layouts for each renovation scenario, we did develop detailed cost estimates for each based on our extensive experience with this building type. Given our attention to ensuring that we adequately covered all costs we would anticipate, it must be acknowledged that renovation projects are, and will, always be riskier to predict what construction costs will actually be when contractors bid the work. This is because they have to assess the cost risks they face when performing work on and around ongoing business operations of the police department, delays associated with phased projects, and uncovering unforeseen conditions once they “tear” into the project.

Given the greater uncertainty of predicting costs associated with

**CASPER POLICE AND COURTS  
CASPER, WYOMING**

renovation projects, the lower predictability with regard to maximizing the functional outcome of same due to the impact of existing facility constraints on the design, we believe new facility construction is likely to result in the best long-term value and would recommend it as the best investment if constructed on a site of eight or more acres.

Of the renovation/ expansion scenarios, the East Ridge Mall represents the best opportunity for success of these. It presents a building envelop configuration that would appear to readily support the placement of the programmed space in an efficient manner. We can predict with a good degree of accuracy what systems will need to be replaced and their cost. And our best detailed estimates reflect a significant enough savings that even if we encounter construction conditions that require unforeseen expenditures, the overall project will still result in cost savings. But this savings does come with a security compromise given the party wall, surrounding traffic, and open access all around the building exterior.

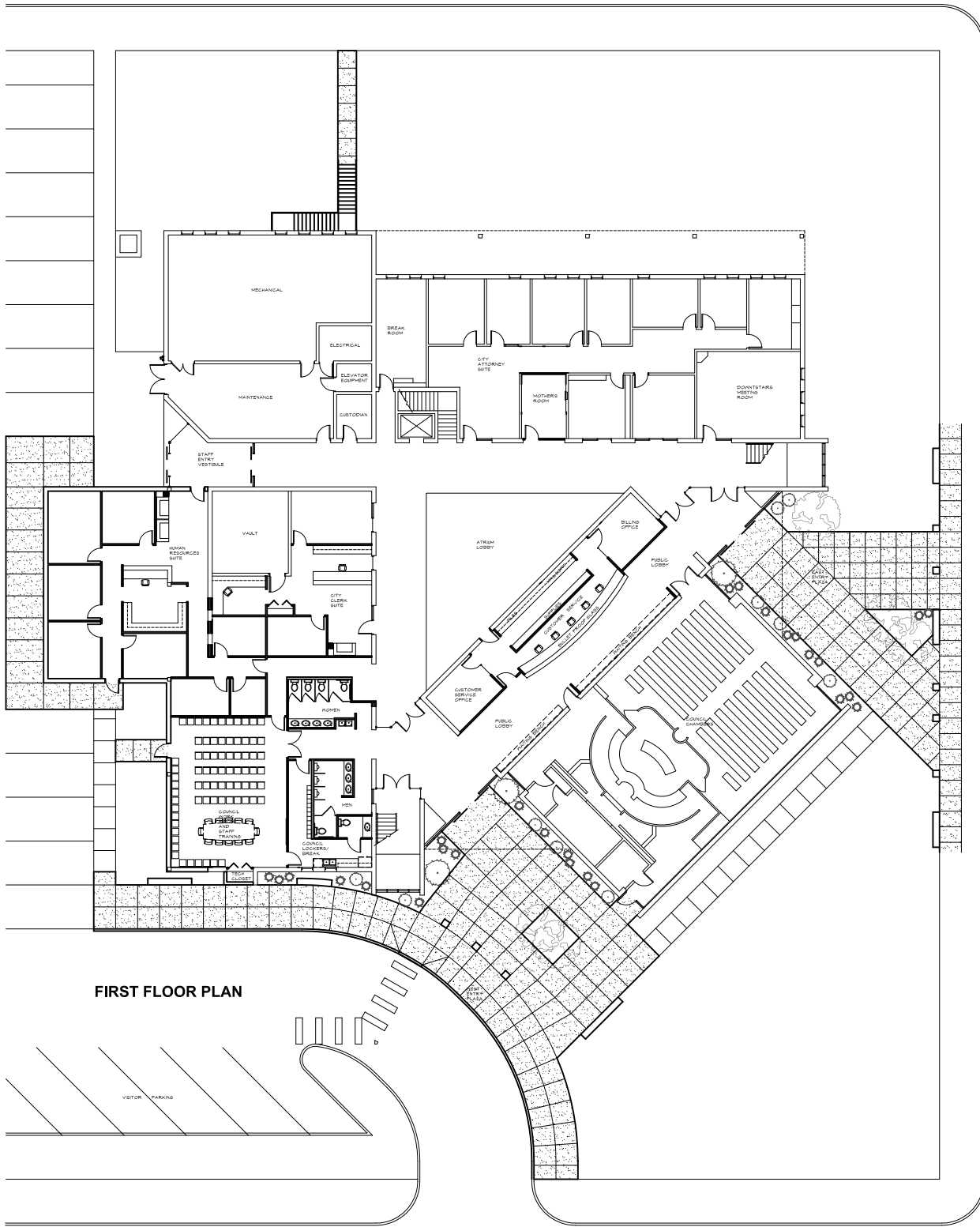
We believe the Star-Tribune Building is not a good candidate for consideration. While we like its overall location in the community, the railroad tracks and dead-end street give us cause for concern. Making a substantial investment in such a small site that will not support future expansions, requires the acquisition of neighboring properties to be viable for long-term value. And we think the existing building configuration and structure lends difficulty towards achieving a successful design outcome.

We do not believe the existing Hall of Justice is worthy of further consideration for continuing use for police operations. The existing space is poor and would be expensive to bring up to standard. The separate buildings concept should be abandoned. The resulting development of this option would be the equivalent of building a totally new building in an area where the land to

support it is not available, and the location is difficult to construct upon.

### **CASPER POLICE AND COURTS CASPER, WYOMING**





FIRST FLOOR PLAN



SECOND FLOOR PLAN

Oct. 17, 2019

### Fire Preparedness Changes

After our compost fire, we met with City fire chiefs to formulate a new plan and implement changes.

- 1) To assist in firefighting activity an additional hydrant was installed on the South West corner of the compost yard. (See exhibit A)
  - This doubles maximum flow to 3000 gallons per minute. 1500 per hydrant.
  - Avoids blocking the water fill station with hose lays when fire trucks are on site, allowing staff to assist with the water truck (5k gallons)
- 2) The water truck we have is modified to have a smooth bore monitor on the top of the truck controlled from inside the cab.
  - The truck also features a fire hose connection so it can be connected to a hydrant 5 inch line, and a 1 ½ line on a hose reel.
  - We purchased 300 feet of 5" fire hose to supply it if need be.
  - This makes it functionally a water tender or small pumper unit.
  - It has all regular construction water truck fittings for front side and rear deluge fittings actuated from inside the truck.
  - We keep firefighting foam at the special waste building to add to the trucks water if we need to.
- 3) Firefighting foam was determined to be a great asset in keeping hot embers from blowing in the wind and spreading fire.
  - Our preplan with city fire Dept. now includes the use of foam.
  - We verified the use of our class of foam to be environmentally responsible.
- 4) We have a posi-shell machine that was rebuilt after our compost fire.
  - The posi-shell allows us to encapsulate landfill or compost fires in a concrete shell.
  - This approach uses the principle of starving the fire of oxygen to help extinguish large piles that are too big to have water be effective on its own.
  - Two pallets of cement are kept onsite to allow us to respond immediately now.
- 5) We made an SOP to determine if grinding operations can take place based on weather conditions (see attached) It shows humidity and temperature as well as wind speed to determine if it is ok to grind.
  - It also established protocol on inspecting equipment and other best management practices involved in being fire safe.
  - A fire line is in the SOP to be built with our road grader if a fire starts in the compost yard as a proactive step to help with containment. The line would run from the river north along our east property line towards stuckenhoff shooters complex.
- 6) A concrete wall of large blocks was constructed on the east side of the compost sale yard to help prevent wind-blown embers from leaving the yard. A sprinkler system

1900-1901  
The first year of the new century  
The first year of the new century  
The first year of the new century

The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century

The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century

The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century

The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century

The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century  
The first year of the new century



capable of wetting the area of the Stuckenhoff road to the fence line was installed to form a wet fire line in the area was installed. The fact that this area is pavement and saturated earth helps this to be a very good measure to stop fire spread.

- 7) We placed large no smoking signs in the compost yard near the tree pile, and added no smoking language to the clerk's direction script on using the yard when they screen loads at the gate.
- 8) We installed better video coverage of the yard to help enforce our rules.
- 9) We contracted a firm to design and build a fire monitoring system to detect rapid heat rise in compost piles and actuate a call to dispatch to improve response times.
- 10) Fire line added around the area that we store wood chips in from storm Atlas will help to prevent fire spread in that area. That fire fuel load is being reduced by using chips as bedding to stabilize windmill blades in the C and D landfill.
- 11) We mow and clean the ditch of combustible materials each season to reduce the chance of fire spread.
- 12) A thermal camera was purchased to evaluate the overall heat of each pile.
- 13) Daily cleaning of compost yard equipment is continuing, and was called out by the fire investigator hire by our insurance as being the best he had seen in his career.
- 14) Piles of wood chips are limited to 50 feet long by 25 feet wide by 16 feet tall. To help eliminate heat of compression in the pile and to allow piles to be isolated better.
- 15) Our large 4-inch chip pile is made with a ramp on the up wind side to allow access to the top of the pile to fight fire.
- 16) We have an operational practice of knocking piles that are too hot or have a fire down to between 3-4 feet tall over a large surface area to let heat out and allow the water truck to have the ability to drive over them with the deluge heads open.
- 17) Piles are turned to manage heat buildup in active compost rows. Moisture levels help to make the rows more predictable by limiting the rate of composting.
- 18) A sand pile was added in the yard to make material readily available if a small, pile needs smothered.
- 19) Staff regularly evaluates the size of the tree pile to make grinding decisions based on fuel load.







Mowed area

Ramp  
on pile  
of 4"

NO SMOKING  
SIGN

TREE PILE  
SIZE EVALUATED

NEW  
Hydant



1940s 1950s

1960s 1970s

1980s 1990s

2000s 2010s

2020s

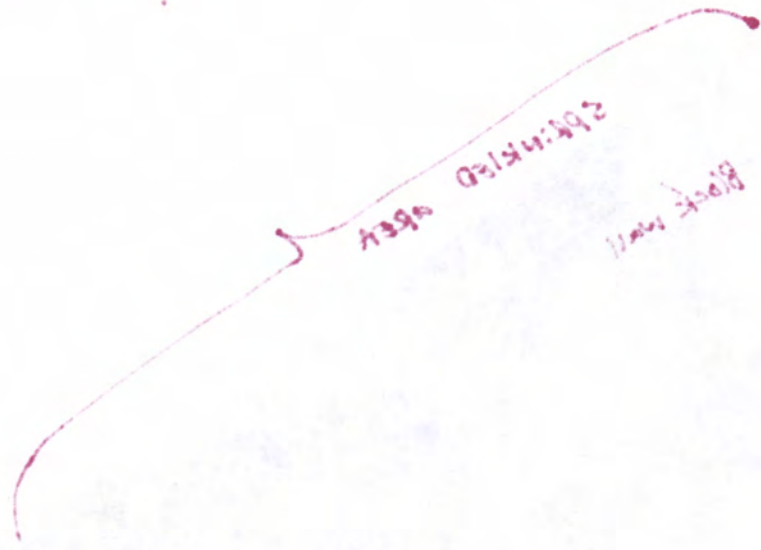


FIRE LINE CUT IN EVENT OF FIRE ON  
EAST PROP. LINE.  
↑

3 + 2 = 5



40 39:7 to 7:50:2 4: 7:50 39:7  
 39:7 4: 7:50 39:7  
 39:7 4: 7:50 39:7



7:50 39:7

7:50 39:7

7:50 39:7



Wyoming  
Association of  
Municipalities  
**Building Strong Communities**

## MEMORANDUM

**TO:** Municipal Treasurers

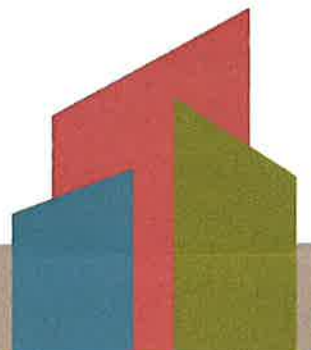
**DATE:** October 15, 2019

**FROM:** Earla Checchi

**SUBJECT:** Quarterly Distribution of Mineral Royalties Tax

Attached is the ***quarterly distribution of the Mineral Royalties Tax*** to Cities and Towns. Your Municipality should receive the distribution shortly after.

If you have any questions, please do not hesitate to contact me.



WYOMING STATE TREASURER'S OFFICE  
INCORPORATED CITY & TOWN FMR DISTRIBUTION  
W.S. 9-4-601 (A)(V)

PAGE 5  
October 2018

99 GAX

CITY/TOWN	AMOUNT	CITY/TOWN	AMOUNT
Afton	\$48,508.53	LaGrange	\$19,561.54
Albin	\$14,051.98	Lander	\$126,925.80
Alpine	\$29,480.71	Laramie	\$197,454.76
Baggs	\$18,613.26	Lingle	\$19,765.19
Bairoil	\$13,110.68	Lost Springs	\$12,046.02
Bar Nunn	\$35,593.74	Lovell	\$51,365.68
Basin	\$34,800.79	Lusk	\$49,904.82
Bear River	\$21,376.77	Lyman	\$40,851.10
Big Piney	\$26,429.21	Manderson	\$13,756.65
Buffalo	\$70,598.72	Manville	\$14,116.12
Burlington	\$16,437.85	Marbleton	\$37,513.92
Burns	\$15,412.39	Medicine Bow	\$14,332.20
Byron	\$24,137.65	Meeteetse	\$18,701.00
Casper	\$529,304.23	Midwest	\$18,756.15
Cheyenne	\$691,436.29	Mills	\$47,234.08
Chugwater	\$14,357.23	Moorcroft	\$32,434.42
Clearmont	\$13,542.33	Mountain View	\$30,849.77
Cody	\$122,747.70	Newcastle	\$50,855.28
Cokeville	\$24,356.50	Opal	\$13,678.92
Cowley	\$25,093.02	Pavillion	\$15,432.76
Dayton	\$23,302.35	Pine Bluffs	\$27,799.31
Deaver	\$14,742.83	Pine Haven	\$23,466.66
Diamondville	\$27,889.23	Pinedale	\$56,055.98
Dixon	\$12,796.56	Powell	\$86,462.07
Douglas	\$85,323.12	Ranchester	\$24,374.32
Dubois	\$29,467.72	Rawlins	\$91,034.61
East Thermopolis	\$14,337.37	Riverside	\$12,427.02
Edgerton	\$13,812.99	Riverton	\$175,927.41
Elk Mountain	\$13,568.49	Rock River	\$13,450.64
Encampment	\$18,695.39	Rock Springs	\$256,373.15
Evanston	\$167,194.66	Rolling Hills	\$20,039.52
Evansville	\$38,568.91	Saratoga	\$28,878.23
Fort Laramie	\$14,341.87	Sheridan	\$205,877.37
Frannie	\$14,341.51	Shoshoni	\$24,561.65
Gillette	\$391,633.87	Sinclair	\$18,555.78
Glendo	\$14,279.39	South Superior	\$18,499.68
Glenrock	\$45,490.23	Star Valley Ranch	\$41,285.64
Granger	\$13,456.45	Sundance	\$35,423.67
Green River	\$146,133.22	Ten Sleep	\$15,017.30
Greybull	\$43,460.76	Thayne	\$21,400.90
Guernsey	\$27,753.47	Thermopolis	\$42,689.55
Hanna	\$21,906.26	Torrington	\$81,193.31
Hartville	\$12,689.38	Upton	\$26,163.55
Hudson	\$21,791.86	Van Tassell	\$12,334.12
Hulett	\$21,600.54	Wamsutter	\$19,725.62
Jackson	\$147,115.10	Wheatland	\$55,328.55
Kaycee	\$15,189.20	Worland	\$78,676.66
Kemmerer	\$61,450.21	Wright	\$37,823.62
Kirby	\$12,846.61	Yoder	\$13,537.48
LaBarge	\$24,636.32	TOTAL	\$5,689,125.00
			\$5,689,125.00

Frannie:  
Park County \$215.04  
Big Horn County \$14,126.47  
Total \$14,341.51





Wyoming  
Association of  
Municipalities  
*Building Strong Communities*

## MEMORANDUM

**TO:** Municipal Treasurers

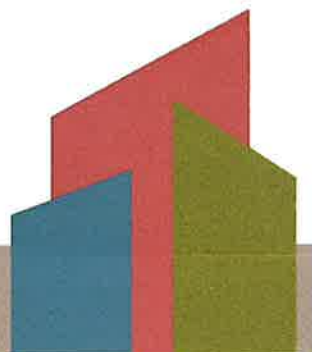
**DATE:** October 15, 2019

**FROM:** Earla Checchi

**SUBJECT:** Quarterly Distribution of Severance Tax

Attached is the *quarterly distribution of the Severance Tax* to Cities and Towns. Your Municipality should receive the distribution shortly after.

If you have any questions, please do not hesitate to contact me.



**WYOMING STATE TREASURER**  
**Mineral Severance Tax for Cities and Towns**  
**W.S. 39-14-211(ii) 39-14-801(viii)**

Page 4

October 2019

Alphabetically by City  
99 GAX

City/Town	Amount	City/Town	Amount
Afton	\$17,769.87	LaGrange	\$4,154.96
Albin	\$1,678.68	Lander	\$70,458.08
Alpine	\$7,679.25	Laramie	\$285,792.49
Baggs	\$4,080.76	Lingle	\$4,340.45
Bairoil	\$983.09	Lost Springs	\$37.10
Bar Nunn	\$20,542.93	Lovell	\$21,887.73
Basin	\$11,917.68	Lusk	\$14,533.08
Bear River	\$4,813.45	Lyman	\$19,513.47
Big Piney	\$5,230.80	Manderson	\$1,057.29
Buffalo	\$42,523.40	Manville	\$881.07
Burlington	\$2,671.04	Marbleton	\$10,303.93
Burns	\$2,791.61	Medicine Bow	\$2,633.95
Byron	\$5,499.76	Meeteetse	\$3,032.75
Casper	\$513,035.34	Midwest	\$3,746.88
Cheyenne	\$553,379.24	Mills	\$32,154.56
Chugwater	\$1,966.19	Moorcroft	\$9,357.93
Clearmont	\$1,307.70	Mountain View	\$11,964.05
Cody	\$88,292.87	Newcastle	\$32,766.67
Cokeville	\$4,961.84	Opal	\$890.35
Cowley	\$6,074.77	Pavillion	\$2,160.95
Dayton	\$7,039.32	Pine Bluffs	\$10,470.87
Deaver	\$1,650.85	Pine Haven	\$4,544.49
Diamondville	\$6,835.28	Pinedale	\$18,790.06
Dixon	\$899.62	Powell	\$58,558.94
Douglas	\$56,685.50	Ranchester	\$7,948.21
Dubois	\$9,107.52	Rawlins	\$85,872.23
East Thermopolis	\$2,355.71	Riverside	\$482.27
Edgerton	\$1,808.52	Riverton	\$101,304.93
Elk Mountain	\$1,771.42	Rock River	\$2,272.24
Encampment	\$4,173.51	Rock Springs	\$213,646.48
Evanston	\$114,882.74	Rolling Hills	\$4,062.21
Evansville	\$23,510.76	Saratoga	\$15,673.84
Fort Laramie	\$2,133.13	Sheridan	\$161,839.34
Frannie	\$1,456.09	Shoshoni	\$6,019.12
Gillette	\$276,555.14	Sinclair	\$4,015.84
Glendo	\$1,901.26	South Superior	\$3,097.67
Glenrock	\$24,577.32	Star Valley Ranch	13,939.51
Granger	\$1,289.15	Sundance	\$10,962.41
Green River	\$116,069.87	Ten Sleep	\$2,411.36
Greybull	\$17,129.93	Thayne	\$3,394.45
Guernsey	\$10,637.81	Thermopolis	\$27,906.85
Hanna	\$7,799.82	Torrington	\$60,293.27
Hartville	\$575.02	Upton	\$10,201.91
Hudson	\$4,275.53	Van Tassell	\$139.12
Hulett	\$3,542.84	Wamsutter	\$4,182.78
Jackson	\$89,090.47	Wheatland	\$33,638.47
Kaycee	\$2,439.18	Worland	\$50,888.97
Kemmerer	\$24,632.97	Wright	\$16,758.95
Kirby	\$853.25	Yoder	\$1,400.44
LaBarge	\$5,110.23		

TOTAL @SUM \$3,584,375.00

Page 1 ——— D134 \$3,584,375.00

Frannie:  
Park County \$176.21  
Big Horn County \$1,279.88  
Total \$1,456.09



Wyoming  
Association of  
Municipalities  
*Building Strong Communities*

## MEMORANDUM

**TO:** Municipal Treasurers

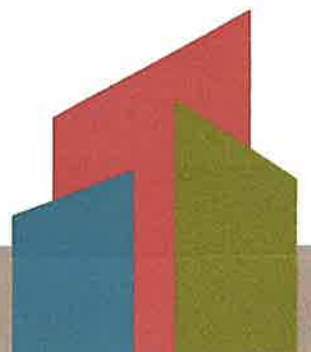
**DATE:** October 15, 2019

**FROM:** Earla Checchi

**SUBJECT:** Distribution of Lottery Amounts

Attached is the ***distribution of the Lottery Amounts*** to Cities and Towns. Your Municipality should receive the distribution shortly.

If you have any questions, please do not hesitate to contact me.



**WYOMING STATE TREASURER**  
**Lottery Amount for Cities and Towns**  
**W.S. 9-17-111 (b)(ii)**

Page 4

Oct 2019

Alphabetically by City

City/Town	Amount	City/Town	Amount
Afton	\$2,323.92	LaGrange	\$440.21
Albin	\$244.08	Lander	\$5,453.12
Alpine	\$1,004.28	Laramie	\$22,516.13
Baggs	\$722.58	Lingle	\$459.86
Bairoil	\$192.90	Lost Springs	\$6.62
Bar Nunn	\$3,025.61	Lovell	\$1,290.16
Basin	\$702.48	Lusk	\$2,056.58
Bear River	\$5,209.13	Lyman	\$21,117.55
Big Piney	\$526.16	Manderson	\$62.32
Buffalo	\$5,304.09	Manville	\$124.68
Burlington	\$157.44	Marbleton	\$1,036.47
Burns	\$405.90	Medicine Bow	\$466.39
Byron	\$324.18	Meeteetse	\$291.10
Casper	\$75,561.01	Midwest	\$551.85
Cheyenne	\$80,460.92	Mills	\$4,735.80
Chugwater	\$313.12	Moorcroft	\$1,116.52
Clearmont	\$154.48	Mountain View	\$12,947.55
Cody	\$8,474.72	Newcastle	\$3,736.47
Cokeville	\$648.90	Opal	\$116.44
Cowley	\$358.08	Pavillion	\$167.25
Dayton	\$831.55	Pine Bluffs	\$1,522.46
Deaver	\$97.31	Pine Haven	\$542.21
Diamondville	\$893.91	Pinedale	\$1,890.08
Dixon	\$159.30	Powell	\$5,620.73
Douglas	\$10,109.70	Ranchester	\$938.91
Dubois	\$704.88	Rawlins	\$15,205.34
East Thermopolis	\$253.97	Riverside	\$85.40
Edgerton	\$266.36	Riverton	\$7,840.51
Elk Mountain	\$313.66	Rock River	\$179.02
Encampment	\$739.00	Rock Springs	\$41,920.27
Evanston	\$124,326.57	Rolling Hills	\$724.48
Evansville	\$3,462.72	Saratoga	\$2,775.36
Fort Laramie	\$226.00	Sheridan	\$19,117.90
Frannie	\$92.35	Shoshoni	\$465.85
Gillette	\$34,973.04	Sinclair	\$711.08
Glendo	\$302.78	South Superior	\$607.80
Glenrock	\$4,383.30	Star Valley Ranch	1,822.99
Granger	\$252.95	Sundance	\$1,307.95
Green River	\$22,774.45	Ten Sleep	\$194.22
Greybull	\$1,009.72	Thayne	\$443.92
Guernsey	\$1,694.11	Thermopolis	\$3,008.67
Hanna	\$1,381.11	Torrington	\$6,387.89
Hartville	\$91.57	Upton	\$1,163.35
Hudson	\$330.91	Van Tassell	\$19.69
Hulett	\$422.70	Wamsutter	\$820.72
Jackson	\$7,421.85	Wheatland	\$5,357.06
Kaycee	\$304.25	Worland	\$4,098.73
Kemmerer	\$3,221.46	Wright	\$2,119.33
Kirby	\$91.99	Yoder	\$148.37
LaBarge	\$668.31		

TOTAL @SUM \$613,649.12





*City of Casper Community Development Department & MPO*  
**ITINERARY**  
for  
**Casper Area Wayfinding Plan Consultant**  
**RDG Planning & Design (Des Moines, Iowa)**

**Monday, October 21, 2019**

- 4:00 p.m. – 5:00 p.m.**      Public input Session  
Town of Mills  
Location: Community Center / 401 Wasatch Avenue
- 6:00 p.m. – 7:00 p.m.**      Public Input Session  
Town of Evansville  
Location: Community Center / 71 N. Curtis Street

**Tuesday, October 22, 2019**

- 3:00 p.m. – 4:00 p.m.**      Public Input Session  
Natrona County  
Location: County Courthouse Lobby, 200 N. Center
- 4:30 p.m. – 5:00 p.m.**      Work Session Presentation  
Casper City Council  
Location: Lobby of Casper City Hall, 200 N. David
- 5:00 p.m. – 6:30 p.m.**      Public Input Session  
All municipalities welcome  
Location: Lobby of Casper City Hall, 200 N. David
- 7:15 p.m. – 7:45 p.m.**      Council Presentation  
Town of Bar Nunn  
Location: 4820 Wardwell Industrial Ave.