

# COUNCIL MEETING AGENDA

Casper City Council

City Hall, Council Chambers

Tuesday, January 17, 2023, 6:00 p.m.



## COUNCIL POLICY PUBLIC STATEMENTS

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

*\*Please silence cell phones during the City Council meeting. \**

Entrance to the meetings is the east door off David Street. Face coverings are encouraged for those individuals who have not been fully vaccinated against COVID-19. Public input via email is encouraged: [CouncilComments@casperwy.gov](mailto:CouncilComments@casperwy.gov)

## AGENDA

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

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A. From Persons Present

5. ESTABLISH DATES OF PUBLIC HEARINGS

A. Consent

1. Establish February 7, 2023, as the Public Hearing Date for Consideration of:
  - a. **Amending Chapter 17.08** of the Casper Municipal Code Pertaining to the Definition of **Flag Lots**.
  - b. **Amending Section 17.56.030** of the Casper Municipal Code to Reduce the **Minimum Front Yard Setback Requirement in the PH** (Park Historic) Zoning District.

6. PUBLIC HEARINGS

A. Resolution

1. Amending the Current Budget for the Fiscal Year Ending June 30, 2023 – **Second Amendment to the Original Adopted Budget**.

B. Ordinance

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

7. RESOLUTIONS

A. Consent

1. Authorizing a Memorandum of Understanding Between the City of Casper and **Natrona County School District** Concerning **School Resource Officers**.
2. Authorizing a Lease Agreement with the **Spuds Baseball Club**, LLC, for Use of the **Mike Lansing Concessions Stand**.
3. Authorizing Amendment No. 1 to the Professional Services Contract with **Bar D Signs**, Inc., to **Replace an Electronic Digital Monument Sign**.
4. Authorize Submission of an Application to the **Wyoming State Loan and Investment Board** for a Grant Through the Local Government Project ARPA Grant Funding Program for the **1st and Poplar Street Utility Relocation Project**.

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5. Authorize Submission of an Application to the **Wyoming State Loan and Investment Board** for a Grant Through the Local Government Project ARPA Grant Funding Program for the **Poplar Street Cy to Collins Utility Replacement Project**.
  6. Authorize Submission of an Application to the **Wyoming State Loan and Investment Board** for a Grant Through the Local Government Project ARPA Grant Funding Program for the **Poplar Street Water Main Replacement Project**.
  7. Authorize Submission of an Application to the **Wyoming State Loan and Investment Board** for a Grant Through the Local Government Project ARPA Grant Funding Program for the City of Casper **Wastewater Treatment Plant Motor Control Center Replacement Project**.
  8. Authorize Submission of an Application to the **Wyoming State Loan and Investment Board** for a Grant Through the Local Government Project ARPA Grant Funding Program for the City of Casper **Wastewater Treatment Plant Secondary Concrete Rehabilitation Project**.
  9. Authorize a Contract for Professional Services with **ITC Electrical Technologies** for the **Wastewater Treatment Plant Transformer Replacement**, Project No. 22-057.
  10. Authorize a Contract for Professional Services with **Jacobs Engineering Group, Inc.**, for Engineering Services Related to Phase 2 of the Sam H. Hobbs **Wastewater Treatment Plant Secondary Treatment Rehabilitation**, Project No. 23-002.
  11. Authorize Amendment No. 1 to the Contract for Professional Services with **Long Building Technologies, Inc.**, for the **Ford Wyoming Center Flue Replacement**, Project No. 22-058.
8. MINUTE ACTION
- A. Consent
1. **Appointment of Members to the Boards of Examiners and Appeals, and Contractors Licensing Board.**
  2. Approving Advocacy for Issues on the **Wyoming Association of Municipalities 2023 Wyoming Legislative Agenda.**
9. INTRODUCTION OF MEASURES AND PROPOSALS BY MEMBERS OF THE CITY COUNCIL
10. ADJOURN INTO EXECUTIVE SESSION – PERSONNEL, LITIGATION, POTENTIAL LITIGATION & LAND ACQUISITION
11. ADJOURNMENT OF REGULAR MEETING

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## **Upcoming Council Meetings**

### **Regular Council Meetings**

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

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

### **Work Sessions**

4:30 p.m. Tuesday, January 27, 2023– Council Meeting Room

4:30 p.m. Tuesday, February 14, 2023 – Council Meeting Room

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

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# City of Casper - Bills and Claims for January 17, 2023

## 044 TORCHYS FT COLLI

044 TORCHYS FT COLLI	Police Career Services	EATING PLACES, RESTAURANTS	\$20.29
<i>044 TORCHYS FT COLLI - Total For Police Career Services</i>			<i>\$20.29</i>

**044 TORCHYS FT COLLI - ALL DEPARTMENTS** **\$20.29**

## 2 DOORS DOWN

2 DOORS DOWN	Fire-EMS Training	Meal while attending RERT/VG Training	\$15.87
<i>2 DOORS DOWN - Total For Fire-EMS Training</i>			<i>\$15.87</i>

**2 DOORS DOWN - ALL DEPARTMENTS** **\$15.87**

## 2530 - CPS DSTRBTRS

2530 - CPS DSTRBTRS	Parks - Parks Maint.	PVC parts	\$4.31
<i>2530 - CPS DSTRBTRS - Total For Parks - Parks Maint.</i>			<i>\$4.31</i>

**2530 - CPS DSTRBTRS - ALL DEPARTMENTS** **\$4.31**

## A.M.B.I. & SHIPPING,

A.M.B.I. & SHIPPING,	Balefill - Disposal & Landfill	Postage / mailing service	\$30.45
<i>A.M.B.I. &amp; SHIPPING, - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$30.45</i>
A.M.B.I. & SHIPPING,	City Attorney	Postage/Mailing Service	\$17.14
<i>A.M.B.I. &amp; SHIPPING, - Total For City Attorney</i>			<i>\$17.14</i>
A.M.B.I. & SHIPPING,	City Manager	Postage	\$0.67
<i>A.M.B.I. &amp; SHIPPING, - Total For City Manager</i>			<i>\$0.67</i>
A.M.B.I. & SHIPPING,	Customer Service	Postage / mailing service	\$470.95
<i>A.M.B.I. &amp; SHIPPING, - Total For Customer Service</i>			<i>\$470.95</i>
A.M.B.I. & SHIPPING,	Engineering	Postage / mailing service	\$35.44
<i>A.M.B.I. &amp; SHIPPING, - Total For Engineering</i>			<i>\$35.44</i>
A.M.B.I. & SHIPPING,	Fire-EMS Administration	Postage / mailing service	\$31.46
<i>A.M.B.I. &amp; SHIPPING, - Total For Fire-EMS Administration</i>			<i>\$31.46</i>
A.M.B.I. & SHIPPING,	Ft. Caspar Museum	Museum postage for December	\$4.02
<i>A.M.B.I. &amp; SHIPPING, - Total For Ft. Caspar Museum</i>			<i>\$4.02</i>
A.M.B.I. & SHIPPING,	Human Resources	Postage / mailing service	\$18.54

<i>A.M.B.I. &amp; SHIPPING, - Total For Human Resources</i>			\$18.54
A.M.B.I. & SHIPPING,	Parks - Parks Maint.	Postage / mailing service	\$2.38
<i>A.M.B.I. &amp; SHIPPING, - Total For Parks - Parks Maint.</i>			\$2.38
A.M.B.I. & SHIPPING,	Police Administration	Postage / mailing service	\$506.65
<i>A.M.B.I. &amp; SHIPPING, - Total For Police Administration</i>			\$506.65
A.M.B.I. & SHIPPING,	Refuse - Residential	Postage / mailing service	\$7.37
<i>A.M.B.I. &amp; SHIPPING, - Total For Refuse - Residential</i>			\$7.37
A.M.B.I. & SHIPPING,	Risk Management	Postage / mailing service	\$0.67
<i>A.M.B.I. &amp; SHIPPING, - Total For Risk Management</i>			\$0.67
<b>A.M.B.I. &amp; SHIPPING, - ALL DEPARTMENTS</b>			\$1,125.74

## ACT CITY OF CASPER

ACT CITY OF CASPER	Human Resources	Chili Skate Night Ice Arena Rental & Concessi	\$544.50
<i>ACT CITY OF CASPER - Total For Human Resources</i>			\$544.50
<b>ACT CITY OF CASPER - ALL DEPARTMENTS</b>			\$544.50

## ACTION GLASS INC

ACTION GLASS INC	Parks - Parks Maint.	Lexan panels for playground at Marion Krein	\$738.60
<i>ACTION GLASS INC - Total For Parks - Parks Maint.</i>			\$738.60
<b>ACTION GLASS INC - ALL DEPARTMENTS</b>			\$738.60

## AEDCENTER.COM

AEDCENTER.COM	Fire-EMS Operations	Six suction batteries	\$695.80
<i>AEDCENTER.COM - Total For Fire-EMS Operations</i>			\$695.80
<b>AEDCENTER.COM - ALL DEPARTMENTS</b>			\$695.80

## AIR INNOVATIONS

AIR INNOVATIONS	Golf - Operations	Freezer repair	\$1,361.50
AIR INNOVATIONS	Golf - Operations	Compressor repair	\$3,173.72
<i>AIR INNOVATIONS - Total For Golf - Operations</i>			\$4,535.22
<b>AIR INNOVATIONS - ALL DEPARTMENTS</b>			\$4,535.22

## ALBERTSONS #0060

ALBERTSONS #0060	Human Resources	Cinnamon Rolls for Chili Skate Night	\$65.89
<i>ALBERTSONS #0060 - Total For Human Resources</i>			<i>\$65.89</i>
<b>ALBERTSONS #0060 - ALL DEPARTMENTS</b>			<b>\$65.89</b>

## ALLIANCE ELECTRIC LL

ALLIANCE ELECTRIC LL	Balefill - Disposal & Landfill	Installation of shop vacuum cord reel landfill	\$1,785.00
<i>ALLIANCE ELECTRIC LL - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$1,785.00</i>
<b>ALLIANCE ELECTRIC LL - ALL DEPARTMENTS</b>			<b>\$1,785.00</b>

## ALSCO

ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$58.82
ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$110.56
ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$110.56
ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$58.82
<i>ALSCO - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$338.76</i>
ALSCO	Fleet Maintenance Fund	Laundry service	\$128.79
ALSCO	Fleet Maintenance Fund	Laundry service	\$172.06
<i>ALSCO - Total For Fleet Maintenance Fund</i>			<i>\$300.85</i>
ALSCO	Refuse - Residential	Professional Laundry Services	\$105.38
ALSCO	Refuse - Residential	Professional Laundry Services	\$97.06
<i>ALSCO - Total For Refuse - Residential</i>			<i>\$202.44</i>
ALSCO	Regional Water Operations	Professional Laundry Services	\$19.94
ALSCO	Regional Water Operations	Professional Laundry Services	\$138.12
<i>ALSCO - Total For Regional Water Operations</i>			<i>\$158.06</i>
ALSCO	Sewer Wastewater Collection	Professional Laundry Services	\$52.32
ALSCO	Sewer Wastewater Collection	Professional Laundry Services	\$52.32
<i>ALSCO - Total For Sewer Wastewater Collection</i>			<i>\$104.64</i>
<b>ALSCO - ALL DEPARTMENTS</b>			<b>\$1,104.75</b>

## ALTITUDE VETERINARY

ALTITUDE VETERINARY	Metro Animal Shelter	Office Call / Parvo Virus Test	\$130.00
ALTITUDE VETERINARY	Metro Animal Shelter	Veterinary services	\$496.00

ALTITUDE VETERINARY - Total For Metro Animal Shelter	\$626.00
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<b>ALTITUDE VETERINARY - ALL DEPARTMENTS</b>	<b>\$626.00</b>
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### AMAZON.COM 2F7IK2VS3

AMAZON.COM 2F7IK2VS3	Public Safety Communication	BOOK STORES	\$21.91
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AMAZON.COM 2F7IK2VS3	Public Safety Communication	BOOK STORES	\$5.69
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AMAZON.COM 2F7IK2VS3 - Total For Public Safety Communications	\$27.60
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<b>AMAZON.COM 2F7IK2VS3 - ALL DEPARTMENTS</b>	<b>\$27.60</b>
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### AMAZON.COM 4V1BJ97Y3

AMAZON.COM 4V1BJ97Y3	Police Investigations	BOOK STORES	\$39.98
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AMAZON.COM 4V1BJ97Y3 - Total For Police Investigations	\$39.98
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<b>AMAZON.COM 4V1BJ97Y3 - ALL DEPARTMENTS</b>	<b>\$39.98</b>
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### AMAZON.COM AE9DD3763

AMAZON.COM AE9DD3763	Aquatics - Operations	Plastic Dividers	\$28.13
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AMAZON.COM AE9DD3763 - Total For Aquatics - Operations	\$28.13
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<b>AMAZON.COM AE9DD3763 - ALL DEPARTMENTS</b>	<b>\$28.13</b>
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### AMAZON.COM D074E6JW3

AMAZON.COM D074E6JW3	Aquatics - Operations	Post It Flags	\$12.85
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AMAZON.COM D074E6JW3 - Total For Aquatics - Operations	\$12.85
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<b>AMAZON.COM D074E6JW3 - ALL DEPARTMENTS</b>	<b>\$12.85</b>
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### AMAZON.COM F62SO7F63

AMAZON.COM F62SO7F63	Public Safety Communication	BOOK STORES	\$129.95
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AMAZON.COM F62SO7F63 - Total For Public Safety Communications	\$129.95
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<b>AMAZON.COM F62SO7F63 - ALL DEPARTMENTS</b>	<b>\$129.95</b>
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### AMAZON.COM HN8W11GE1

AMAZON.COM HN8W11GE1	Police Grants Fund	BOOK STORES	\$113.92
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AMAZON.COM HN8W11GE1 - Total For Police Grants Fund		\$113.92
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AMAZON.COM HN8W11GE1 - ALL DEPARTMENTS		\$113.92
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## AMAZON.COM IS94B8JM3

AMAZON.COM IS94B8JM3	Police Administration	BOOK STORES	\$39.98
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AMAZON.COM IS94B8JM3 - Total For Police Administration		\$39.98
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AMAZON.COM IS94B8JM3 - ALL DEPARTMENTS		\$39.98
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## AMAZON.COM QU9SN17M3

AMAZON.COM QU9SN17M3	Aquatics - Operations	Post It Flags	\$13.10
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AMAZON.COM QU9SN17M3 - Total For Aquatics - Operations		\$13.10
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AMAZON.COM QU9SN17M3 - ALL DEPARTMENTS		\$13.10
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## AMAZON.COM TY3UW5503

AMAZON.COM TY3UW5503	Police Administration	BOOK STORES	\$6.31
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AMAZON.COM TY3UW5503 - Total For Police Administration		\$6.31
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AMAZON.COM TY3UW5503 - ALL DEPARTMENTS		\$6.31
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## AMAZON.COM YA61O1D53

AMAZON.COM YA61O1D53	Police Administration	BOOK STORES	\$59.96
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AMAZON.COM YA61O1D53 - Total For Police Administration		\$59.96
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AMAZON.COM YA61O1D53 - ALL DEPARTMENTS		\$59.96
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## AMERICAN POLYGRAPH A

AMERICAN POLYGRAPH A	Police Administration	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$150.00
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AMERICAN POLYGRAPH A - Total For Police Administration		\$150.00
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AMERICAN POLYGRAPH A - ALL DEPARTMENTS		\$150.00
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## AMERICAN RED CROSS

AMERICAN RED CROSS	Aquatics - Operations	Lifeguard Certifications	\$123.00
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AMERICAN RED CROSS - Total For Aquatics - Operations		\$123.00
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AMERICAN RED CROSS - ALL DEPARTMENTS	\$123.00
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## AMERICA'S MATTRESS

AMERICA'S MATTRESS	Public Safety Communication	FURNITURE, HOME FURNISHINGS AND EQUI	\$5,889.61
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AMERICA'S MATTRESS - Total For Public Safety Communications			\$5,889.61
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AMERICA'S MATTRESS - ALL DEPARTMENTS			\$5,889.61
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## AMERIGAS - CASPER

AMERIGAS - CASPER	Balefill - Baler Processing	Propane FOR BALER	\$169.33
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AMERIGAS - CASPER - Total For Balefill - Baler Processing			\$169.33
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AMERIGAS - CASPER	WWTP Operations	Propane	\$2,358.11
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AMERIGAS - CASPER - Total For WWTP Operations			\$2,358.11
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AMERIGAS - CASPER - ALL DEPARTMENTS			\$2,527.44
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## AMERI-TECH EQUIPMENT

AMERI-TECH EQUIPMENT	Fleet Maintenance Fund	83345 Installation of light bar	\$1,725.00
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AMERI-TECH EQUIPMENT - Total For Fleet Maintenance Fund			\$1,725.00
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AMERI-TECH EQUIPMENT	Refuse - Commercial	2015 Pickup Truck, 222279, Sander Parts	\$164.64
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AMERI-TECH EQUIPMENT - Total For Refuse - Commercial			\$164.64
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AMERI-TECH EQUIPMENT - ALL DEPARTMENTS			\$1,889.64
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## AMZN Mktp US

AMZN Mktp US	Aquatics - Operations	Ink for Printer	\$299.99
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AMZN Mktp US	Aquatics - Operations	Garden Hose	\$45.99
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AMZN Mktp US - Total For Aquatics - Operations			\$345.98
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AMZN Mktp US	Aquatics - Pool Classes	Resistant Bands	\$25.05
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AMZN Mktp US	Aquatics - Pool Classes	Rubber Animals	\$19.98
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AMZN Mktp US	Aquatics - Pool Classes	Sea Animal Stickers	\$15.96
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AMZN Mktp US	Aquatics - Pool Classes	Dive Rings	\$27.98
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AMZN Mktp US	Aquatics - Pool Classes	Puffy Stickers	\$14.98
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AMZN Mktp US	Aquatics - Pool Classes	Water Toys	\$14.98
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AMZN Mktp US	Aquatics - Pool Classes	Laundry Baskets	\$59.99
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AMZN Mktp US - Total For Aquatics - Pool Classes			\$178.92
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AMZN Mktp US	Aquatics- Mike Sedar Oper.	Pool Rope Hooks	\$15.27
AMZN Mktp US	Aquatics- Mike Sedar Oper.	Garden Hose	\$183.96
<i>AMZN Mktp US - Total For Aquatics- Mike Sedar Oper.</i>			<i>\$199.23</i>
AMZN Mktp US	Aquatics- Paradise Valley Ope	Garden Hose	\$237.60
AMZN Mktp US	Aquatics- Paradise Valley Ope	Pool Rope Hooks	\$15.26
<i>AMZN Mktp US - Total For Aquatics- Paradise Valley Oper</i>			<i>\$252.86</i>
AMZN Mktp US	Aquatics- Washington Oper	Pool Rope Hooks	\$15.27
<i>AMZN Mktp US - Total For Aquatics- Washington Oper</i>			<i>\$15.27</i>
AMZN Mktp US	Buildings & Structures Fund	New ADA bench for Locker Room - Amazon	\$308.60
<i>AMZN Mktp US - Total For Buildings &amp; Structures Fund</i>			<i>\$308.60</i>
AMZN Mktp US	Fire-EMS Administration	Apple Pen Tips	\$13.98
<i>AMZN Mktp US - Total For Fire-EMS Administration</i>			<i>\$13.98</i>
AMZN Mktp US	Fire-EMS Operations	Filters for Shop Vac - St.6	\$29.81
AMZN Mktp US	Fire-EMS Operations	Glucometer cases	\$149.90
<i>AMZN Mktp US - Total For Fire-EMS Operations</i>			<i>\$179.71</i>
AMZN Mktp US	Fleet Maintenance Fund	2 GRACO LUBE DISPENSERS 24V034	\$895.98
<i>AMZN Mktp US - Total For Fleet Maintenance Fund</i>			<i>\$895.98</i>
AMZN Mktp US	Hogadon - Operations	Snowmaking outlet	\$573.84
AMZN Mktp US	Hogadon - Operations	CC printer tape	\$22.99
AMZN Mktp US	Hogadon - Operations	season pass ink cart	\$96.00
<i>AMZN Mktp US - Total For Hogadon - Operations</i>			<i>\$692.83</i>
AMZN Mktp US	Parks - Athletic Maint.	Athletics Rec Coord. Keyboard and Monitor S	\$64.98
<i>AMZN Mktp US - Total For Parks - Athletic Maint.</i>			<i>\$64.98</i>
AMZN Mktp US	Police Administration	BOOK STORES	\$7.86
AMZN Mktp US	Police Administration	BOOK STORES	(\$9.98)
AMZN Mktp US	Police Administration	BOOK STORES	(\$6.87)
AMZN Mktp US	Police Administration	BOOK STORES	\$9.97
AMZN Mktp US	Police Administration	BOOK STORES	\$6.87
AMZN Mktp US	Police Administration	BOOK STORES	\$9.98
AMZN Mktp US	Police Administration	BOOK STORES	\$107.97
<i>AMZN Mktp US - Total For Police Administration</i>			<i>\$125.80</i>
AMZN Mktp US	Police Career Services	BOOK STORES	\$56.49
<i>AMZN Mktp US - Total For Police Career Services</i>			<i>\$56.49</i>
AMZN Mktp US	Police Grants Fund	BOOK STORES-Covid	\$53.34
AMZN Mktp US	Police Grants Fund	BOOK STORES-COVID	\$1,849.99
AMZN Mktp US	Police Grants Fund	BOOK STORES-COVID	\$37.98

AMZN Mktp US	Police Grants Fund	BOOK STORES-COVID	\$679.90
AMZN Mktp US	Police Grants Fund	BOOK STORES-COVID	\$12.54
AMZN Mktp US	Police Grants Fund	BOOK STORES	\$1,070.99
AMZN Mktp US	Police Grants Fund	BOOK STORES-COVID	\$407.97
AMZN Mktp US	Police Grants Fund	BOOK STORES-COVID	\$300.00
AMZN Mktp US	Police Grants Fund	BOOK STORES-Covid	\$519.96
AMZN Mktp US	Police Grants Fund	BOOK STORES	\$148.99
AMZN Mktp US	Police Grants Fund	BOOK STORES-COVID	\$349.90
AMZN Mktp US	Police Grants Fund	BOOK STORES-COVID	\$1,399.98
AMZN Mktp US	Police Grants Fund	BOOK STORES	\$406.08
AMZN Mktp US	Police Grants Fund	BOOK STORES-COVID supplies	\$389.97
AMZN Mktp US	Police Grants Fund	BOOK STORES	\$1,994.50
AMZN Mktp US	Police Grants Fund	BOOK STORES	\$1,824.86
<i>AMZN Mktp US - Total For Police Grants Fund</i>			<i>\$11,446.95</i>
AMZN Mktp US	Public Safety Communication	BOOK STORES	\$21.76
AMZN Mktp US	Public Safety Communication	BOOK STORES	\$59.99
<i>AMZN Mktp US - Total For Public Safety Communications</i>			<i>\$81.75</i>
<b>AMZN Mktp US - ALL DEPARTMENTS</b>			<b>\$14,859.33</b>

## ANC NEWSPAPERS.COM

ANC NEWSPAPERS.COM	Ft. Caspar Museum	Archives Membership	\$29.95
<i>ANC NEWSPAPERS.COM - Total For Ft. Caspar Museum</i>			<i>\$29.95</i>
<b>ANC NEWSPAPERS.COM - ALL DEPARTMENTS</b>			<b>\$29.95</b>

## ANIMAL CARE EQUIPMEN

ANIMAL CARE EQUIPMEN	Metro Animal Shelter	PET SHOPS-PET FOOD AND SUPPLY STORES	\$411.15
<i>ANIMAL CARE EQUIPMEN - Total For Metro Animal Shelter</i>			<i>\$411.15</i>
<b>ANIMAL CARE EQUIPMEN - ALL DEPARTMENTS</b>			<b>\$411.15</b>

## APCO INTERNATIONAL I

APCO INTERNATIONAL I	Public Safety Communication	BUSINESS SERVICES NOT ELSEWHERE CLASSI	\$419.00
<i>APCO INTERNATIONAL I - Total For Public Safety Communications</i>			<i>\$419.00</i>



**APCO INTERNATIONAL I - ALL DEPARTMENTS**

\$419.00

**APPLE COMPUTER, INC.**

APPLE COMPUTER, INC.	Fire-EMS Administration	iCloud Storage	\$0.99
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APPLE COMPUTER, INC. - Total For Fire-EMS Administration			\$0.99
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**APPLE COMPUTER, INC. - ALL DEPARTMENTS**

\$0.99

**ASCAP LICENSE FEE**

ASCAP LICENSE FEE	Aquatics - Operations	ASCAP Music Licensing Annual Fee	\$48.36
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ASCAP LICENSE FEE - Total For Aquatics - Operations			\$48.36
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ASCAP LICENSE FEE	Ice Arena - Operations	ASCAP Music Licensing Annual Fee	\$48.36
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ASCAP LICENSE FEE - Total For Ice Arena - Operations			\$48.36
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ASCAP LICENSE FEE	Parks - Parks Maint.	ASCAP Music Licensing Annual Fee	\$178.20
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ASCAP LICENSE FEE - Total For Parks - Parks Maint.			\$178.20
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ASCAP LICENSE FEE	Public Transit - Operations	ASCAP Music Licensing Annual Fee	\$48.36
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ASCAP LICENSE FEE - Total For Public Transit - Operations			\$48.36
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ASCAP LICENSE FEE	Rec Center - Operations	ASCAP Music Licensing Annual Fee	\$48.36
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ASCAP LICENSE FEE - Total For Rec Center - Operations			\$48.36
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ASCAP LICENSE FEE	Rec Center - Sports Programs	ASCAP Music Licensing Annual Fee	\$48.36
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ASCAP LICENSE FEE - Total For Rec Center - Sports Programs			\$48.36
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**ASCAP LICENSE FEE - ALL DEPARTMENTS**

\$420.00

**AT & T CORP**

AT & T CORP	City Manager	Data for ipad	\$40.04
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AT & T CORP - Total For City Manager			\$40.04
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AT & T CORP	Community Development	Acct #287298906028	\$433.26
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AT & T CORP - Total For Community Development			\$433.26
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AT & T CORP	Public Safety Communication	Acct #051 221-2711 001	\$124.76
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AT & T CORP - Total For Public Safety Communications			\$124.76
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AT & T CORP	Public Transit - CARES Act	Acct #287306431868	\$291.16
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AT & T CORP - Total For Public Transit - CARES Act			\$291.16
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AT & T CORP	Regional Water Operations	WTP Operator Phone Service - Communicati	\$40.04
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AT & T CORP - Total For Regional Water Operations			\$40.04
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AT & T CORP	Sewer Wastewater Collection Acct #287295228508	\$150.16
<i>AT &amp; T CORP - Total For Sewer Wastewater Collection</i>		<i>\$150.16</i>
AT & T CORP	Streets Acct #287294643026	\$200.20
<i>AT &amp; T CORP - Total For Streets</i>		<i>\$200.20</i>
AT & T CORP	Water Distribution Acct #287290345044	\$359.16
<i>AT &amp; T CORP - Total For Water Distribution</i>		<i>\$359.16</i>
AT & T CORP	Water Meters Acct #287290345044	\$161.36
<i>AT &amp; T CORP - Total For Water Meters</i>		<i>\$161.36</i>
<b>AT &amp; T CORP - ALL DEPARTMENTS</b>		<b>\$1,800.14</b>

## ATLAS OFFICE PRODUCT

ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Office supplies	\$185.32
<i>ATLAS OFFICE PRODUCT - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$185.32</i>
ATLAS OFFICE PRODUCT	City Council	Chair for minutes - Council Meeting Room	\$272.68
<i>ATLAS OFFICE PRODUCT - Total For City Council</i>			<i>\$272.68</i>
ATLAS OFFICE PRODUCT	Community Development	Office supplies	\$117.66
ATLAS OFFICE PRODUCT	Community Development	Office supplies	\$59.47
<i>ATLAS OFFICE PRODUCT - Total For Community Development</i>			<i>\$177.13</i>
ATLAS OFFICE PRODUCT	Customer Service	REPORT COVERS	\$12.30
<i>ATLAS OFFICE PRODUCT - Total For Customer Service</i>			<i>\$12.30</i>
ATLAS OFFICE PRODUCT	Finance	Office furniture	\$293.45
<i>ATLAS OFFICE PRODUCT - Total For Finance</i>			<i>\$293.45</i>
ATLAS OFFICE PRODUCT	Human Resources	1, 3-month calendar	\$14.56
<i>ATLAS OFFICE PRODUCT - Total For Human Resources</i>			<i>\$14.56</i>
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$266.51
<i>ATLAS OFFICE PRODUCT - Total For Metro Animal Shelter</i>			<i>\$266.51</i>
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$26.15
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$31.54
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$23.71
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$124.35
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$281.71
<i>ATLAS OFFICE PRODUCT - Total For Police Administration</i>			<i>\$487.46</i>
ATLAS OFFICE PRODUCT	Rec Center - Admin	Rec Admin Office Color Printer Cleaner Sheet	\$18.38
<i>ATLAS OFFICE PRODUCT - Total For Rec Center - Admin</i>			<i>\$18.38</i>
ATLAS OFFICE PRODUCT	Rec Center - Operations	Refund Rec Division Special Paper Order - Blu	(\$10.99)

ATLAS OFFICE PRODUCT	Rec Center - Operations	Rec Division Special Paper Order - Legal Size	\$9.75
ATLAS OFFICE PRODUCT	Rec Center - Operations	Refund Rec Division Special Paper Order - Le	(\$9.75)
ATLAS OFFICE PRODUCT	Rec Center - Operations	Refund Rec Division Special Paper Order - Sal	(\$34.28)
ATLAS OFFICE PRODUCT	Rec Center - Operations	Rec Division Special Paper Order - Blue	\$10.99
<i>ATLAS OFFICE PRODUCT - Total For Rec Center - Operations</i>			<i>(\$34.28)</i>
ATLAS OFFICE PRODUCT	Risk Management	Office supplies	\$278.15
ATLAS OFFICE PRODUCT	Risk Management	Office supplies	(\$278.15)
<i>ATLAS OFFICE PRODUCT - Total For Risk Management</i>			<i>\$0.00</i>
ATLAS OFFICE PRODUCT	Water Distribution	Binder - Office/Building Supplies	\$9.42
<i>ATLAS OFFICE PRODUCT - Total For Water Distribution</i>			<i>\$9.42</i>
<b>ATLAS OFFICE PRODUCT - ALL DEPARTMENTS</b>			<b>\$1,702.93</b>

## B&B RUBBER STAMP

B&B RUBBER STAMP	Balefill - Disposal & Landfill	coding Stamps for vendor invoices	\$404.40
<i>B&amp;B RUBBER STAMP - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$404.40</i>
<b>B&amp;B RUBBER STAMP - ALL DEPARTMENTS</b>			<b>\$404.40</b>

## BACKFLOW APPARATUS &

BACKFLOW APPARATUS &	Buildings & Structures Fund	Backflow repair supplies for Rec Center - BAV	\$43.40
<i>BACKFLOW APPARATUS &amp; - Total For Buildings &amp; Structures Fund</i>			<i>\$43.40</i>
BACKFLOW APPARATUS &	Sewer Wastewater Collection	33-mile backflow rebuild kit	\$416.00
<i>BACKFLOW APPARATUS &amp; - Total For Sewer Wastewater Collection</i>			<i>\$416.00</i>
<b>BACKFLOW APPARATUS &amp; - ALL DEPARTMENTS</b>			<b>\$459.40</b>

## BADGER METER INC

BADGER METER INC	Water Meters	Orion Cellular Service - Meter Repair Parts	\$162.87
<i>BADGER METER INC - Total For Water Meters</i>			<i>\$162.87</i>
<b>BADGER METER INC - ALL DEPARTMENTS</b>			<b>\$162.87</b>

## BAILEY'S ACE HARDWAR

BAILEY'S ACE HARDWAR	Balefill - Baler Processing	Extension cord, air plug, ball valve, etc	\$88.05
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Baler Processing</i>			<i>\$88.05</i>

**BAILEY'S ACE HARDWAR - ALL DEPARTMENTS**

\$88.05

**BAILEYS ACE HDWE**

BAILEYS ACE HDWE	Balefill - Baler Processing	WATER LINE FREEZE IN BALER OPS SUPPRESS	\$19.57
BAILEYS ACE HDWE	Balefill - Baler Processing	AIR HOSE PARTS FOR MAIN AND BALER BLD	\$53.49
<i>BAILEYS ACE HDWE - Total For Balefill - Baler Processing</i>			\$73.06
BAILEYS ACE HDWE	Balefill - Diversion & Special	DUCK TAPE FOR SPEC WASTE AND COMPOST	\$119.90
BAILEYS ACE HDWE	Balefill - Diversion & Special	SNOW SHOVELS FOR SPECIAL WASTE	\$71.97
<i>BAILEYS ACE HDWE - Total For Balefill - Diversion &amp; Special</i>			\$191.87
BAILEYS ACE HDWE	Buildings & Structures Fund	Repair supplies for Aquatics Center - Baileys	\$5.98
BAILEYS ACE HDWE	Buildings & Structures Fund	Water heater repair supplies for Solid Waste	\$44.85
BAILEYS ACE HDWE	Buildings & Structures Fund	Repair supplies for Aquatics Center - Baileys	\$9.99
<i>BAILEYS ACE HDWE - Total For Buildings &amp; Structures Fund</i>			\$60.82
BAILEYS ACE HDWE	Parks - Parks Maint.	Fasteners	\$1.20
BAILEYS ACE HDWE	Parks - Parks Maint.	Tool bag	\$49.99
<i>BAILEYS ACE HDWE - Total For Parks - Parks Maint.</i>			\$51.19
BAILEYS ACE HDWE	Police Administration	HARDWARE STORES	\$74.97
<i>BAILEYS ACE HDWE - Total For Police Administration</i>			\$74.97
BAILEYS ACE HDWE	Sewer Stormwater	glendale storm vault repair	\$35.97
<i>BAILEYS ACE HDWE - Total For Sewer Stormwater</i>			\$35.97
BAILEYS ACE HDWE	Sewer Wastewater Collection	heater for Amoco valve vault	\$25.99
<i>BAILEYS ACE HDWE - Total For Sewer Wastewater Collection</i>			\$25.99
BAILEYS ACE HDWE	WWTP Operations	Batteries	\$9.99
<i>BAILEYS ACE HDWE - Total For WWTP Operations</i>			\$9.99
<b>BAILEYS ACE HDWE - ALL DEPARTMENTS</b>			\$523.86

**BARGREEN WYOMING**

BARGREEN WYOMING	Ice Arena - Operations	Ice Machine Water Trough	\$58.20
<i>BARGREEN WYOMING - Total For Ice Arena - Operations</i>			\$58.20
BARGREEN WYOMING	Metro Animal Shelter	COMMERCIAL EQUIPMENT, NOT ELSEWHER	\$205.88
<i>BARGREEN WYOMING - Total For Metro Animal Shelter</i>			\$205.88
<b>BARGREEN WYOMING - ALL DEPARTMENTS</b>			\$264.08

## BEST BUY

BEST BUY	Fire-EMS Prevent & Inspect	Two apple pencils	\$181.49
<i>BEST BUY - Total For Fire-EMS Prevent &amp; Inspect</i>			<i>\$181.49</i>
<b>BEST BUY - ALL DEPARTMENTS</b>			<b>\$181.49</b>

## BEST WESTERN KIVA IN

BEST WESTERN KIVA IN	Police Career Services	BEST WESTERN HOTELS	\$375.28
<i>BEST WESTERN KIVA IN - Total For Police Career Services</i>			<i>\$375.28</i>
<b>BEST WESTERN KIVA IN - ALL DEPARTMENTS</b>			<b>\$375.28</b>

## BESTBUYCOM8067304396

BESTBUYCOM8067304396	Water Distribution	3 iPad Cases	\$209.85
BESTBUYCOM8067304396	Water Distribution	3 iPads	\$1,797.00
<i>BESTBUYCOM8067304396 - Total For Water Distribution</i>			<i>\$2,006.85</i>
<b>BESTBUYCOM8067304396 - ALL DEPARTMENTS</b>			<b>\$2,006.85</b>

## BEVEL GARDNER ASSOCI

BEVEL GARDNER ASSOCI	Police Career Services	SCHOOLS AND EDUCATIONAL SERVICES NOT	\$695.00
<i>BEVEL GARDNER ASSOCI - Total For Police Career Services</i>			<i>\$695.00</i>
<b>BEVEL GARDNER ASSOCI - ALL DEPARTMENTS</b>			<b>\$695.00</b>

## BLACK HILLS ENERGY

BLACK HILLS ENERGY	Fleet Maintenance Fund	Acct #5293 6421 13	\$6,651.64
<i>BLACK HILLS ENERGY - Total For Fleet Maintenance Fund</i>			<i>\$6,651.64</i>
BLACK HILLS ENERGY	Ice Arena - Operations	Acct #9570 6006 61	\$2,234.62
<i>BLACK HILLS ENERGY - Total For Ice Arena - Operations</i>			<i>\$2,234.62</i>
<b>BLACK HILLS ENERGY - ALL DEPARTMENTS</b>			<b>\$8,886.26</b>

## BLAKEMAN PROPANE

BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane for landfill	\$971.91
BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane FOR EQUIP BLDG HEAT	\$455.84

BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane for equip bldg	\$1,700.37
<i>BLAKEMAN PROPANE - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$3,128.12</i>
BLAKEMAN PROPANE	Hogadon - Operations	Propane Hogadon Basin Lodge, Shop, Genera	\$5,620.20
BLAKEMAN PROPANE	Hogadon - Operations	Propane Hogadon Basin Lodge, Shop, Genera	\$1,693.20
<i>BLAKEMAN PROPANE - Total For Hogadon - Operations</i>			<i>\$7,313.40</i>
<b>BLAKEMAN PROPANE - ALL DEPARTMENTS</b>			<b>\$10,441.52</b>

## BLOEDORN LUMBER CO

BLOEDORN LUMBER CO	Buildings & Structures Fund	Repair supplies for Skeet Range - Bloedorn	\$37.58
<i>BLOEDORN LUMBER CO - Total For Buildings &amp; Structures Fund</i>			<i>\$37.58</i>
BLOEDORN LUMBER CO	Streets	2-Concrete Drill Bits	\$19.78
<i>BLOEDORN LUMBER CO - Total For Streets</i>			<i>\$19.78</i>
<b>BLOEDORN LUMBER CO - ALL DEPARTMENTS</b>			<b>\$57.36</b>

## BROADCAST MUSIC INC

BROADCAST MUSIC INC	Aquatics - Operations	Broadcast Music Inc.	\$155.80
<i>BROADCAST MUSIC INC - Total For Aquatics - Operations</i>			<i>\$155.80</i>
BROADCAST MUSIC INC	Ice Arena - Operations	Broadcast Music Inc.	\$155.80
<i>BROADCAST MUSIC INC - Total For Ice Arena - Operations</i>			<i>\$155.80</i>
BROADCAST MUSIC INC	Public Transit - Operations	Broadcast Music Inc.	\$155.80
<i>BROADCAST MUSIC INC - Total For Public Transit - Operations</i>			<i>\$155.80</i>
BROADCAST MUSIC INC	Rec Center - Operations	Broadcast Music Inc.	\$155.80
<i>BROADCAST MUSIC INC - Total For Rec Center - Operations</i>			<i>\$155.80</i>
BROADCAST MUSIC INC	Rec Center - Sports Programs	Broadcast Music Inc.	\$155.80
<i>BROADCAST MUSIC INC - Total For Rec Center - Sports Programs</i>			<i>\$155.80</i>
<b>BROADCAST MUSIC INC - ALL DEPARTMENTS</b>			<b>\$779.00</b>

## BUDGET.COM PREPAY

BUDGET.COM PREPAY	Police Career Services	BUDGET RENT-A-CAR	\$118.54
BUDGET.COM PREPAY	Police Career Services	BUDGET RENT-A-CAR	\$351.03
<i>BUDGET.COM PREPAY - Total For Police Career Services</i>			<i>\$469.57</i>
<b>BUDGET.COM PREPAY - ALL DEPARTMENTS</b>			<b>\$469.57</b>

## CANVAS & INDUSTRIAL

CANVAS & INDUSTRIAL	Police Career Services	Sewing service	\$12.00
<i>CANVAS &amp; INDUSTRIAL - Total For Police Career Services</i>			<i>\$12.00</i>
<b>CANVAS &amp; INDUSTRIAL - ALL DEPARTMENTS</b>			<b>\$12.00</b>

## CAROLINA SOFTWARE

CAROLINA SOFTWARE	Balefill - Disposal & Landfill	Quarterly Licensing Fees for Scale House Soft	\$700.00
<i>CAROLINA SOFTWARE - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$700.00</i>
<b>CAROLINA SOFTWARE - ALL DEPARTMENTS</b>			<b>\$700.00</b>

## CASPER AREA CONVENTI

CASPER AREA CONVENTI	Ford Wyoming Center	FWC 40th Anniversary Celebration	\$50,000.00
<i>CASPER AREA CONVENTI - Total For Ford Wyoming Center</i>			<i>\$50,000.00</i>
<b>CASPER AREA CONVENTI - ALL DEPARTMENTS</b>			<b>\$50,000.00</b>

## CASPER STAR TRIBUNE

CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$1,036.00
CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$93.40
CASPER STAR TRIBUNE	City Clerk	NEWS DEALERS AND NEWSSTANDS	\$1,090.60
<i>CASPER STAR TRIBUNE - Total For City Clerk</i>			<i>\$2,220.00</i>
<b>CASPER STAR TRIBUNE - ALL DEPARTMENTS</b>			<b>\$2,220.00</b>

## CASPER STAR-TRIBUNE,

CASPER STAR-TRIBUNE,	Capital Projects Fund	Advertising-Standard Advertisement For Bid	\$626.60
CASPER STAR-TRIBUNE,	Capital Projects Fund	Advertising-Standard Advertisement For Bid	\$645.56
<i>CASPER STAR-TRIBUNE, - Total For Capital Projects Fund</i>			<i>\$1,272.16</i>
CASPER STAR-TRIBUNE,	Community Development	Advertising - City of Casper Notice	\$133.12
<i>CASPER STAR-TRIBUNE, - Total For Community Development</i>			<i>\$133.12</i>
CASPER STAR-TRIBUNE,	Engineering	Advertising-Notice of Final Payment to Contr	\$235.86
<i>CASPER STAR-TRIBUNE, - Total For Engineering</i>			<i>\$235.86</i>
CASPER STAR-TRIBUNE,	Ford Wyoming Center	Advertising - Standard advertisement for pro	\$195.16
<i>CASPER STAR-TRIBUNE, - Total For Ford Wyoming Center</i>			<i>\$195.16</i>

CASPER STAR-TRIBUNE,	Metropolitan Planning Org	Advertising - Request for Proposals Project	\$94.36
<i>CASPER STAR-TRIBUNE, - Total For Metropolitan Planning Org</i>			<i>\$94.36</i>
CASPER STAR-TRIBUNE,	Regional Water Operations	Advertising - Central Wyo Regional Water No	\$57.86
<i>CASPER STAR-TRIBUNE, - Total For Regional Water Operations</i>			<i>\$57.86</i>
<b>CASPER STAR-TRIBUNE, - ALL DEPARTMENTS</b>			<b>\$1,988.52</b>

## CASPER TIRE

CASPER TIRE	Fleet Maintenance Fund	230092 Tires	\$796.00
<i>CASPER TIRE - Total For Fleet Maintenance Fund</i>			<i>\$796.00</i>
CASPER TIRE	Refuse - Commercial	Flat repair 222287	\$90.00
<i>CASPER TIRE - Total For Refuse - Commercial</i>			<i>\$90.00</i>
CASPER TIRE	Refuse - Residential	Flat repair 222289	\$45.00
<i>CASPER TIRE - Total For Refuse - Residential</i>			<i>\$45.00</i>
<b>CASPER TIRE - ALL DEPARTMENTS</b>			<b>\$931.00</b>

## CASPER WINAIR SUPPLY

CASPER WINAIR SUPPLY	Buildings & Structures Fund	HVAC Repair supplies for Fire 3 - Winair	\$247.66
<i>CASPER WINAIR SUPPLY - Total For Buildings &amp; Structures Fund</i>			<i>\$247.66</i>
<b>CASPER WINAIR SUPPLY - ALL DEPARTMENTS</b>			<b>\$247.66</b>

## CASPER WINNELSON

CASPER WINNELSON	Aquatics - Operations	Valve, handle kit, flange & freight	\$1,000.00
<i>CASPER WINNELSON - Total For Aquatics - Operations</i>			<i>\$1,000.00</i>
CASPER WINNELSON	Buildings & Structures Fund	Valve, handle kit, flange & freight	\$2,379.44
CASPER WINNELSON	Buildings & Structures Fund	Water heater, valve & freight	\$5,336.82
<i>CASPER WINNELSON - Total For Buildings &amp; Structures Fund</i>			<i>\$7,716.26</i>
CASPER WINNELSON	Ice Arena - Operations	Water heater, valve & freight	\$1,000.00
CASPER WINNELSON	Ice Arena - Operations	Water heater, valve & freight	\$500.00
CASPER WINNELSON	Ice Arena - Operations	Water heater, valve & freight	\$500.00
<i>CASPER WINNELSON - Total For Ice Arena - Operations</i>			<i>\$2,000.00</i>
<b>CASPER WINNELSON - ALL DEPARTMENTS</b>			<b>\$10,716.26</b>

## CASPER WINNELSON CO



CASPER WINNELSON CO	Buildings & Structures Fund	Supplies to assist Parks with seasonal blowou	\$191.64
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Baler Building -	\$34.28
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Baler Building -	\$23.45
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Stuckehoff - Win	\$18.59
CASPER WINNELSON CO	Buildings & Structures Fund	Water heater replacement supplies for Solid	\$95.53
CASPER WINNELSON CO	Buildings & Structures Fund	Water heater replacement supplies for Solid	\$63.18
CASPER WINNELSON CO	Buildings & Structures Fund	Water heater replacement supplies for Solid	\$44.86
CASPER WINNELSON CO	Buildings & Structures Fund	Replacement water heater for Solid Waste -	\$1,848.63
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Rec Center - Wi	\$64.39
<i>CASPER WINNELSON CO - Total For Buildings &amp; Structures Fund</i>			<i>\$2,384.55</i>
CASPER WINNELSON CO	Sewer Wastewater Collection	33-mile flushing backflow unions	\$92.54
<i>CASPER WINNELSON CO - Total For Sewer Wastewater Collection</i>			<i>\$92.54</i>
<b>CASPER WINNELSON CO - ALL DEPARTMENTS</b>			<b>\$2,477.09</b>

## CASPER/NATRONA COUNT

CASPER/NATRONA COUNT	Police Career Services	AUTOMOBILE PARKING LOTS AND GARAGES	\$30.00
<i>CASPER/NATRONA COUNT - Total For Police Career Services</i>			<i>\$30.00</i>
<b>CASPER/NATRONA COUNT - ALL DEPARTMENTS</b>			<b>\$30.00</b>

## CENEX FARMERS

CENEX FARMERS	Fire-EMS Operations	Fuel for travel to a training	\$47.77
<i>CENEX FARMERS - Total For Fire-EMS Operations</i>			<i>\$47.77</i>
<b>CENEX FARMERS - ALL DEPARTMENTS</b>			<b>\$47.77</b>

## CENTRAL TRUCK & DIES

CENTRAL TRUCK & DIES	Fleet Maintenance Fund	111102 Equipment repair	\$8,560.36
<i>CENTRAL TRUCK &amp; DIES - Total For Fleet Maintenance Fund</i>			<i>\$8,560.36</i>
<b>CENTRAL TRUCK &amp; DIES - ALL DEPARTMENTS</b>			<b>\$8,560.36</b>

## CENTRAL WY. RESCUE M

CENTRAL WY. RESCUE M	Capital Projects Fund	1% #16 Funding Central WY Resc	\$14,580.50
<i>CENTRAL WY. RESCUE M - Total For Capital Projects Fund</i>			<i>\$14,580.50</i>

**CENTRAL WY. RESCUE M - ALL DEPARTMENTS**

\$14,580.50

**CENTURYLINK**

CENTURYLINK	Balefill - Disposal & Landfill	Acct #307-265-4035 606B CENTURY LINK	\$79.32
<i>CENTURYLINK - Total For Balefill - Disposal &amp; Landfill</i>			\$79.32
CENTURYLINK	Buildings & Structures Fund	Acct #307-265-0955 140B	\$44.06
<i>CENTURYLINK - Total For Buildings &amp; Structures Fund</i>			\$44.06
CENTURYLINK	Customer Service	Acct #307-235-8290 915B	\$49.23
<i>CENTURYLINK - Total For Customer Service</i>			\$49.23
CENTURYLINK	Fire-EMS Administration	Acct #71332709	\$248.49
CENTURYLINK	Fire-EMS Administration	Acct #P-307-111-5104 106M	\$1,233.04
CENTURYLINK	Fire-EMS Administration	Acct #307-432-1300 572B	\$499.29
<i>CENTURYLINK - Total For Fire-EMS Administration</i>			\$1,980.82
CENTURYLINK	Fleet Maintenance Fund	Acct #P-307-111-5112 611M	\$178.92
<i>CENTURYLINK - Total For Fleet Maintenance Fund</i>			\$178.92
CENTURYLINK	Ice Arena - Operations	Acct #307-235-7540 740B	\$47.98
CENTURYLINK	Ice Arena - Operations	Acct #307-235-7540 740B	\$47.98
<i>CENTURYLINK - Total For Ice Arena - Operations</i>			\$95.96
CENTURYLINK	Police Administration	Acct #P-307-111-5103 060M	\$398.91
<i>CENTURYLINK - Total For Police Administration</i>			\$398.91
CENTURYLINK	Public Safety Communication	Acct #P-307-632-4759 643M	\$303.75
CENTURYLINK	Public Safety Communication	Acct #307-235-7592 537B	\$215.18
<i>CENTURYLINK - Total For Public Safety Communications</i>			\$518.93
CENTURYLINK	Rec Center - Operations	Acct #P-307-111-5114 622M	\$380.90
<i>CENTURYLINK - Total For Rec Center - Operations</i>			\$380.90
CENTURYLINK	WWTP Regional Interceptors	Acct #P-307-234-3201 148M	\$1,341.19
<i>CENTURYLINK - Total For WWTP Regional Interceptors</i>			\$1,341.19
<b>CENTURYLINK - ALL DEPARTMENTS</b>			\$5,068.24

**CHAPMAN VALDEZ & LAN**

CHAPMAN VALDEZ & LAN	City Manager	Court Appointed Attorney - Municipal Court	\$2,000.00
<i>CHAPMAN VALDEZ &amp; LAN - Total For City Manager</i>			\$2,000.00
<b>CHAPMAN VALDEZ &amp; LAN - ALL DEPARTMENTS</b>			\$2,000.00

## CHARTER COMMUNICATIO

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

## CHEM AQUA

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

## CHEWY.COM

CHEWY.COM	Metro Animal Shelter	PET SHOPS-PET FOOD AND SUPPLY STORES	\$136.40
<i>CHEWY.COM - Total For Metro Animal Shelter</i>			<i>\$136.40</i>
<b>CHEWY.COM - ALL DEPARTMENTS</b>			<b>\$136.40</b>

## CHILD DEVELOPMENT CE

CHILD DEVELOPMENT CE	Capital Projects Fund	1%#16 Funding Child Developmen	\$5,312.50
<i>CHILD DEVELOPMENT CE - Total For Capital Projects Fund</i>			<i>\$5,312.50</i>
<b>CHILD DEVELOPMENT CE - ALL DEPARTMENTS</b>			<b>\$5,312.50</b>

## CITIZEN PAYMENT

CITIZEN PAYMENT	General Fund Revenue	Rental refund payment	\$2,341.80
<i>CITIZEN PAYMENT - Total For General Fund Revenue</i>			<i>\$2,341.80</i>
<b>CITIZEN PAYMENT - ALL DEPARTMENTS</b>			<b>\$2,341.80</b>

## CITY OF CASPER

CITY OF CASPER	Balefill - Disposal & Landfill	Street sweeping monthly fee	\$2,266.00
<i>CITY OF CASPER - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$2,266.00</i>
CITY OF CASPER	Hogadon - Operations	Public garbage	\$20.00
CITY OF CASPER	Hogadon - Operations	Public garbage	\$20.00
CITY OF CASPER	Hogadon - Operations	Public garbage	\$20.00

CITY OF CASPER	Hogadon - Operations	Public garbage	\$20.00
<i>CITY OF CASPER - Total For Hogadon - Operations</i>			<i>\$80.00</i>
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	\$8,718.88
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$5,343.54
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$6,554.00
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$517.32
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash & newspaper/card	\$6,577.51
CITY OF CASPER	Refuse - Residential	Garbage baler/park trash/sweep/newspaper	\$6,705.65
CITY OF CASPER	Refuse - Residential	Balefill Pass Billing for December 2022	\$35,380.00
CITY OF CASPER	Refuse - Residential	Garbage baler/park trash/street sweeping/c	\$7,176.94
CITY OF CASPER	Refuse - Residential	Garbage baler & recycle cardboard	\$5,013.90
CITY OF CASPER	Refuse - Residential	Garbage baler & park trash	\$521.12
<i>CITY OF CASPER - Total For Refuse - Residential</i>			<i>\$82,508.86</i>
CITY OF CASPER	Sewer Administration	201 Sewer RWWS	\$402,499.05
<i>CITY OF CASPER - Total For Sewer Administration</i>			<i>\$402,499.05</i>
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$81.54
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$57.20
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$136.95
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$62.10
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$75.60
<i>CITY OF CASPER - Total For WWTP Operations</i>			<i>\$413.39</i>
<b>CITY OF CASPER - ALL DEPARTMENTS</b>			<b>\$487,767.30</b>

## CIVIL ENGINEERING PR

CIVIL ENGINEERING PR	Ft. Caspar Museum	Survey of Fort Caspar cemetery area	\$1,712.50
<i>CIVIL ENGINEERING PR - Total For Ft. Caspar Museum</i>			<i>\$1,712.50</i>
<b>CIVIL ENGINEERING PR - ALL DEPARTMENTS</b>			<b>\$1,712.50</b>

## CMI TECO, INC.

CMI TECO, INC.	Refuse - Commercial	Equipment repair/service 222307 2020 fron	\$1,938.96
CMI TECO, INC.	Refuse - Commercial	Equipment repair 222305 2020 roll off	\$286.23
<i>CMI TECO, INC. - Total For Refuse - Commercial</i>			<i>\$2,225.19</i>
CMI TECO, INC.	Refuse - Recycling	Equipment repair/service 222247 2007 REC	\$3,710.94
<i>CMI TECO, INC. - Total For Refuse - Recycling</i>			<i>\$3,710.94</i>

CMI TECO, INC.	Refuse - Residential	Spray suppression skirtin/fender whiskers all	\$606.48
CMI TECO, INC.	Refuse - Residential	Equipment repair/service 222286 2017 side l	\$2,653.04
CMI TECO, INC.	Refuse - Residential	Equipment repair/service 222299 2020 side	\$3,291.58
CMI TECO, INC.	Refuse - Residential	Air fittings for Truck Barn Compressor	\$55.46
<i>CMI TECO, INC. - Total For Refuse - Residential</i>			<i>\$6,606.56</i>
<b>CMI TECO, INC. - ALL DEPARTMENTS</b>			<b>\$12,542.69</b>

## COMMUNICATION TECHNO

COMMUNICATION TECHNO	Balefill - Baler Processing	2016 Dump Truck Installed flashing lights, 14	\$1,634.00
<i>COMMUNICATION TECHNO - Total For Balefill - Baler Processing</i>			<i>\$1,634.00</i>
COMMUNICATION TECHNO	Police Administration	AUX battery removal	\$110.00
COMMUNICATION TECHNO	Police Administration	Moved power to all instruments	\$55.00
COMMUNICATION TECHNO	Police Administration	Antenna	\$47.67
COMMUNICATION TECHNO	Police Administration	Removal of battery & rewiring	\$55.00
<i>COMMUNICATION TECHNO - Total For Police Administration</i>			<i>\$267.67</i>
<b>COMMUNICATION TECHNO - ALL DEPARTMENTS</b>			<b>\$1,901.67</b>

## CONOCO - STOP-N-GO

CONOCO - STOP-N-GO	Fire-EMS Operations	Fuel	\$70.20
<i>CONOCO - STOP-N-GO - Total For Fire-EMS Operations</i>			<i>\$70.20</i>
<b>CONOCO - STOP-N-GO - ALL DEPARTMENTS</b>			<b>\$70.20</b>

## CONVERGEONE INC

CONVERGEONE INC	Golf - Operations	New Office Telephone	\$187.24
<i>CONVERGEONE INC - Total For Golf - Operations</i>			<i>\$187.24</i>
<b>CONVERGEONE INC - ALL DEPARTMENTS</b>			<b>\$187.24</b>

## COUNTRY STYLE PROCES

COUNTRY STYLE PROCES	Balefill		\$23.16
<i>COUNTRY STYLE PROCES - Total For Balefill</i>			<i>\$23.16</i>
<b>COUNTRY STYLE PROCES - ALL DEPARTMENTS</b>			<b>\$23.16</b>

## COWBOY SUPPLY HOUSE

COWBOY SUPPLY HOUSE	Buildings & Structures Fund	Paper towels	\$420.78
<i>COWBOY SUPPLY HOUSE - Total For Buildings &amp; Structures Fund</i>			<i>\$420.78</i>
COWBOY SUPPLY HOUSE	Rec Center - Operations	Garbage bags	\$40.87
<i>COWBOY SUPPLY HOUSE - Total For Rec Center - Operations</i>			<i>\$40.87</i>
<b>COWBOY SUPPLY HOUSE - ALL DEPARTMENTS</b>			<b>\$461.65</b>

## COX SUBPOENA COMPLIA

COX SUBPOENA COMPLIA	Police Investigations	CABLE, SATELLITE & OTHER PAY TV/RADIO S	\$50.00
<i>COX SUBPOENA COMPLIA - Total For Police Investigations</i>			<i>\$50.00</i>
<b>COX SUBPOENA COMPLIA - ALL DEPARTMENTS</b>			<b>\$50.00</b>

## CREATOPY

CREATOPY	Sewer Stormwater	Creatopy digital ad creation subscription for	\$32.00
<i>CREATOPY - Total For Sewer Stormwater</i>			<i>\$32.00</i>
<b>CREATOPY - ALL DEPARTMENTS</b>			<b>\$32.00</b>

## CRESCENT ELECTRIC SU

CRESCENT ELECTRIC SU	Regional Water Operations	Stock Outlet Weather Covers - Machinery Su	\$36.12
<i>CRESCENT ELECTRIC SU - Total For Regional Water Operations</i>			<i>\$36.12</i>
<b>CRESCENT ELECTRIC SU - ALL DEPARTMENTS</b>			<b>\$36.12</b>

## DANA KEPNER COMPANY

DANA KEPNER COMPANY	Water Distribution	Hydrant Inventory Parts - Water & Sewerline	\$745.32
<i>DANA KEPNER COMPANY - Total For Water Distribution</i>			<i>\$745.32</i>
<b>DANA KEPNER COMPANY - ALL DEPARTMENTS</b>			<b>\$745.32</b>

## DAYS INNS/DAYSTOP

DAYS INNS/DAYSTOP	Police Grants Fund	DAYS INNS	\$60.00
DAYS INNS/DAYSTOP	Police Grants Fund	DAYS INNS	\$60.00
<i>DAYS INNS/DAYSTOP - Total For Police Grants Fund</i>			<i>\$120.00</i>

<b>DAYS INNS/DAYSTOP - ALL DEPARTMENTS</b>	<b>\$120.00</b>
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**DECKER AUTO GLASS, I**

DECKER AUTO GLASS, I	Fleet Maintenance Fund	141520 Ins claim Installation labor charges	\$122.50
DECKER AUTO GLASS, I	Fleet Maintenance Fund	101254 INS CLAIM Auto glass repair / replac	\$582.60
<i>DECKER AUTO GLASS, I - Total For Fleet Maintenance Fund</i>			<i>\$705.10</i>
DECKER AUTO GLASS, I	Water Distribution	Glass for Blast Cabinet - Other Materials & S	\$70.77
<i>DECKER AUTO GLASS, I - Total For Water Distribution</i>			<i>\$70.77</i>
<b>DECKER AUTO GLASS, I - ALL DEPARTMENTS</b>			<b>\$775.87</b>

**DELL MARKETING LP**

DELL MARKETING LP	Police Administration	Dell Adobe Acrobat Pro License	\$129.35
<i>DELL MARKETING LP - Total For Police Administration</i>			<i>\$129.35</i>
<b>DELL MARKETING LP - ALL DEPARTMENTS</b>			<b>\$129.35</b>

**DELTA 0062351554**

DELTA 0062351554	Police Career Services	DELTA	\$234.10
<i>DELTA 0062351554 - Total For Police Career Services</i>			<i>\$234.10</i>
<b>DELTA 0062351554 - ALL DEPARTMENTS</b>			<b>\$234.10</b>

**DELTA 0062354991**

DELTA 0062354991	Public Safety Communication	DELTA	\$967.20
<i>DELTA 0062354991 - Total For Public Safety Communications</i>			<i>\$967.20</i>
<b>DELTA 0062354991 - ALL DEPARTMENTS</b>			<b>\$967.20</b>

**DELTA 0064248135**

DELTA 0064248135	Police Career Services	DELTA	\$30.00
<i>DELTA 0064248135 - Total For Police Career Services</i>			<i>\$30.00</i>
<b>DELTA 0064248135 - ALL DEPARTMENTS</b>			<b>\$30.00</b>

**DELTA 0064248531**

DELTA	0064248531	Police Career Services	DELTA	\$30.00
DELTA	0064248531	Police Career Services	DELTA	\$30.00
<i>DELTA 0064248531 - Total For Police Career Services</i>				<i>\$60.00</i>
<b>DELTA 0064248531 - ALL DEPARTMENTS</b>				<b>\$60.00</b>

## DELTA 0064248850

DELTA	0064248850	Police Career Services	DELTA	\$30.00
<i>DELTA 0064248850 - Total For Police Career Services</i>				<i>\$30.00</i>
<b>DELTA 0064248850 - ALL DEPARTMENTS</b>				<b>\$30.00</b>

## DESERT MTN. CORP.

DESERT MTN. CORP.	Streets	Ice Slicer for 2023	\$3,459.48
DESERT MTN. CORP.	Streets	Ice Slicer for 2023	\$3,506.73
DESERT MTN. CORP.	Streets	Ice Slicer for 2023	\$3,461.69
DESERT MTN. CORP.	Streets	Ice Slicer for 2023	\$3,495.74
DESERT MTN. CORP.	Streets	Ice Slicer for 2023	\$3,459.48
DESERT MTN. CORP.	Streets	Ice Slicer for 2023	\$3,519.91
DESERT MTN. CORP.	Streets	Ice Slicer for 2023	\$3,493.55
DESERT MTN. CORP. - Total For Streets			\$24,396.58
DESERT MTN. CORP. - ALL DEPARTMENTS			\$24,396.58

## DFC COMPANY CCP

DFC COMPANY CCP	Traffic Control	Sign blank purchase	\$814.55
DFC COMPANY CCP - Total For Traffic Control			\$814.55
DFC COMPANY CCP - ALL DEPARTMENTS			\$814.55

## DISCOUNT DOORS GARAG

DISCOUNT DOORS GARAG	Buildings & Structures Fund	Garage door repair	\$300.00
DISCOUNT DOORS GARAG - Total For Buildings & Structures Fund			\$300.00
DISCOUNT DOORS GARAG - ALL DEPARTMENTS			\$300.00

## DOLLAR TREE



DOLLAR TREE	Human Resources	VARIETY STORES	\$28.88
<i>DOLLAR TREE - Total For Human Resources</i>			<i>\$28.88</i>
<b>DOLLAR TREE - ALL DEPARTMENTS</b>			<b>\$28.88</b>

## DOMINO'S 6042

DOMINO'S 6042	Water Distribution	Pizza for Provence CT. Service Leak - Other	\$23.98
<i>DOMINO'S 6042 - Total For Water Distribution</i>			<i>\$23.98</i>
<b>DOMINO'S 6042 - ALL DEPARTMENTS</b>			<b>\$23.98</b>

## DYNAMIC CONTROLS INC

DYNAMIC CONTROLS INC	Balefill - Diversion & Special	SECURITY BADGES TO SUPPORT DAWN TO D	\$3,920.00
<i>DYNAMIC CONTROLS INC - Total For Balefill - Diversion &amp; Special</i>			<i>\$3,920.00</i>
<b>DYNAMIC CONTROLS INC - ALL DEPARTMENTS</b>			<b>\$3,920.00</b>

## EATON SALES & SVC.,

EATON SALES & SVC.,	Fleet Maintenance Fund	Diesel fuel dispenser repair	\$1,152.50
<i>EATON SALES &amp; SVC., - Total For Fleet Maintenance Fund</i>			<i>\$1,152.50</i>
<b>EATON SALES &amp; SVC., - ALL DEPARTMENTS</b>			<b>\$1,152.50</b>

## eBay O 08-09468-1475

eBay O 08-09468-1475	Ft. Caspar Museum	Historic Postcard for collections	\$16.64
eBay O 08-09468-1475	Ft. Caspar Museum	Historic Postcard for collections	\$12.57
<i>eBay O 08-09468-1475 - Total For Ft. Caspar Museum</i>			<i>\$29.21</i>
<b>eBay O 08-09468-1475 - ALL DEPARTMENTS</b>			<b>\$29.21</b>

## eBay O 08-09468-1476

eBay O 08-09468-1476	Ft. Caspar Museum	Historic Postcard for collections	\$21.18
eBay O 08-09468-1476	Ft. Caspar Museum	Historic Postcard for collections	\$17.24
eBay O 08-09468-1476	Ft. Caspar Museum	Historic Postcard for collections	\$7.35
eBay O 08-09468-1476	Ft. Caspar Museum	Historic Postcard for collections	\$3.10
eBay O 08-09468-1476	Ft. Caspar Museum	Historic Postcard for collections	\$6.23
<i>eBay O 08-09468-1476 - Total For Ft. Caspar Museum</i>			<i>\$55.10</i>

<b>eBay O 08-09468-1476 - ALL DEPARTMENTS</b>	<b>\$55.10</b>
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## EMPLOYEE REIMBURSEME

EMPLOYEE REIMBURSEME	Buildings & Structures Fund	Work boot reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEME - Total For Buildings &amp; Structures Fund</i>			<i>\$150.00</i>
EMPLOYEE REIMBURSEME	Human Resources	Business Comm Class & Book Reimbursemen	\$949.46
<i>EMPLOYEE REIMBURSEME - Total For Human Resources</i>			<i>\$949.46</i>
EMPLOYEE REIMBURSEME	Police Career Services	Work clothing reimbursement	\$252.10
<i>EMPLOYEE REIMBURSEME - Total For Police Career Services</i>			<i>\$252.10</i>
EMPLOYEE REIMBURSEME	Refuse - Residential	CDL fee reimbursement	\$87.25
EMPLOYEE REIMBURSEME	Refuse - Residential	Reimbursement for Safety meeting supplies	\$146.98
<i>EMPLOYEE REIMBURSEME - Total For Refuse - Residential</i>			<i>\$234.23</i>
EMPLOYEE REIMBURSEME	Streets	Work boot reimbursement	\$134.99
EMPLOYEE REIMBURSEME	Streets	Work boot reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEME - Total For Streets</i>			<i>\$284.99</i>
EMPLOYEE REIMBURSEME	Water Distribution	Work clothing reimbursement	\$150.00
EMPLOYEE REIMBURSEME	Water Distribution	Work clothing reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEME - Total For Water Distribution</i>			<i>\$300.00</i>
<b>EMPLOYEE REIMBURSEME - ALL DEPARTMENTS</b>			<b>\$2,170.78</b>

## ENCOMPASS PARTS

ENCOMPASS PARTS	Fire-EMS Operations	Ice Maker	\$168.03
<i>ENCOMPASS PARTS - Total For Fire-EMS Operations</i>			<i>\$168.03</i>
<b>ENCOMPASS PARTS - ALL DEPARTMENTS</b>			<b>\$168.03</b>

## ENERGY LABORATORIES

ENERGY LABORATORIES	Regional Water Operations	Aerobic Endospores - Testing	\$306.00
<i>ENERGY LABORATORIES - Total For Regional Water Operations</i>			<i>\$306.00</i>
<b>ENERGY LABORATORIES - ALL DEPARTMENTS</b>			<b>\$306.00</b>

## ENVATO

ENVATO	City Manager	Website elements subscription	\$58.00
<i>ENVATO - Total For City Manager</i>			<i>\$58.00</i>

<b>ENVATO - ALL DEPARTMENTS</b>	<b>\$58.00</b>
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## EPG COMPANIES INC

EPG COMPANIES INC	Balefill - Disposal & Landfill	Surepump repair LEACHATE PUMP	\$4,178.26
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<i>EPG COMPANIES INC - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$4,178.26</i>
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<b>EPG COMPANIES INC - ALL DEPARTMENTS</b>	<b>\$4,178.26</b>
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## EVENT BE THE DIFFER

EVENT BE THE DIFFER	Public Safety Communication	COMPUTER SOFTWARE STORES	\$400.00
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<i>EVENT BE THE DIFFER - Total For Public Safety Communications</i>			<i>\$400.00</i>
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<b>EVENT BE THE DIFFER - ALL DEPARTMENTS</b>	<b>\$400.00</b>
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## EVENTS AT (1 OF

EVENTS AT (1 OF	Police Administration	PROFESSIONAL SERVICES NOT ELSEWHERE C	\$96.00
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<i>EVENTS AT (1 OF - Total For Police Administration</i>			<i>\$96.00</i>
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<b>EVENTS AT (1 OF - ALL DEPARTMENTS</b>	<b>\$96.00</b>
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## EXPERIAN EXP PAY CC

EXPERIAN EXP PAY CC	Police Administration	BUSINESS SERVICES NOT ELSEWHERE CLASSI	\$56.18
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<i>EXPERIAN EXP PAY CC - Total For Police Administration</i>			<i>\$56.18</i>
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<b>EXPERIAN EXP PAY CC - ALL DEPARTMENTS</b>	<b>\$56.18</b>
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## EXPRESS SERVICES INC

EXPRESS SERVICES INC	Public Transit - CARES Act	Temp services	\$506.40
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<i>EXPRESS SERVICES INC - Total For Public Transit - CARES Act</i>			<i>\$506.40</i>
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<b>EXPRESS SERVICES INC - ALL DEPARTMENTS</b>	<b>\$506.40</b>
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## EXTREME TRUCK INC

EXTREME TRUCK INC	Balefill - Diversion & Special	2022 F 150 FORD INSTALL RAIL SPRAY, STEP	\$724.50
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<i>EXTREME TRUCK INC - Total For Balefill - Diversion &amp; Special</i>			<i>\$724.50</i>
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EXTREME TRUCK INC	Fire-EMS Operations	Trifold Tonneau Cover, tow strap and hooks.	\$828.00
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EXTREME TRUCK INC - Total For Fire-EMS Operations	\$828.00
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EXTREME TRUCK INC - ALL DEPARTMENTS	\$1,552.50
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## EXTREME TRUCK OUTFIT

EXTREME TRUCK OUTFIT	Balefill - Diversion & Special	Nerf Bar & Installation	\$532.57
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EXTREME TRUCK OUTFIT - Total For Balefill - Diversion & Special	\$532.57
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EXTREME TRUCK OUTFIT - ALL DEPARTMENTS	\$532.57
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## EXXONMOBIL

EXXONMOBIL	Fire-EMS Operations	Fuel	\$63.43
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$69.97
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$63.16
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$48.22
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$49.17
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EXXONMOBIL	Fire-EMS Operations	Fuel for extrication tool	\$9.79
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$62.58
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$60.33
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$55.19
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$71.44
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$58.98
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$58.84
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EXXONMOBIL - Total For Fire-EMS Operations	\$671.10
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EXXONMOBIL	Police Career Services	AUTOMATED FUEL DISPENSERS	\$46.08
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EXXONMOBIL - Total For Police Career Services	\$46.08
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EXXONMOBIL - ALL DEPARTMENTS	\$717.18
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## FACEBK 6SSQHJ3V72

FACEBK 6SSQHJ3V72	Ft. Caspar Museum	Facebook advertising	\$10.75
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FACEBK 6SSQHJ3V72 - Total For Ft. Caspar Museum	\$10.75
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FACEBK 6SSQHJ3V72 - ALL DEPARTMENTS	\$10.75
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## FACEBK JGLTWHPX52

FACEBK JGLTWHPX52	Police Career Services	ADVERTISING SERVICES	\$25.00
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FACEBK JGLTWHPX52 - Total For Police Career Services	\$25.00
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<b>FACEBK JGLTWHPX52 - ALL DEPARTMENTS</b>	<b>\$25.00</b>
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## FACEBK LAFU7JXX52

FACEBK LAFU7JXX52	Police Career Services	ADVERTISING SERVICES	\$25.00
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FACEBK LAFU7JXX52 - Total For Police Career Services	\$25.00
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<b>FACEBK LAFU7JXX52 - ALL DEPARTMENTS</b>	<b>\$25.00</b>
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## FACEBK QKFQ9JTX52

FACEBK QKFQ9JTX52	Police Career Services	ADVERTISING SERVICES	\$25.00
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FACEBK QKFQ9JTX52 - Total For Police Career Services	\$25.00
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<b>FACEBK QKFQ9JTX52 - ALL DEPARTMENTS</b>	<b>\$25.00</b>
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## FARO TECHNOLOGIES IN

FARO TECHNOLOGIES IN	Police Investigations	CATALOG MERCHANTS	\$1,531.73
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FARO TECHNOLOGIES IN - Total For Police Investigations	\$1,531.73
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<b>FARO TECHNOLOGIES IN - ALL DEPARTMENTS</b>	<b>\$1,531.73</b>
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## FASTENAL COMPANY

FASTENAL COMPANY	Water Distribution	Extra Pins for Curb Rods - Water & Sewer Lin	\$127.10
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FASTENAL COMPANY - Total For Water Distribution	\$127.10
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<b>FASTENAL COMPANY - ALL DEPARTMENTS</b>	<b>\$127.10</b>
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## FBI NATIONAL ACADEMY

FBI NATIONAL ACADEMY	Police Administration	SCHOOLS AND EDUCATIONAL SERVICES NOT	\$120.00
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FBI NATIONAL ACADEMY - Total For Police Administration	\$120.00
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<b>FBI NATIONAL ACADEMY - ALL DEPARTMENTS</b>	<b>\$120.00</b>
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## FEDEX 391557884880

FEDEX 391557884880	Fire-EMS Administration	Shipping the Engineer test	\$38.15
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FEDEX 391557884880 - Total For Fire-EMS Administration	\$38.15
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<b>FEDEX 391557884880 - ALL DEPARTMENTS</b>	<b>\$38.15</b>
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## FEDEX 86392538

FEDEX 86392538	Police Administration	COURIER SERVICES-AIR OR GROUND,FREIGH	\$78.95
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<i>FEDEX 86392538 - Total For Police Administration</i>			<i>\$78.95</i>
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<b>FEDEX 86392538 - ALL DEPARTMENTS</b>	<b>\$78.95</b>
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## FEDEX 86527854

FEDEX 86527854	Police Administration	COURIER SERVICES-AIR OR GROUND,FREIGH	\$55.68
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<i>FEDEX 86527854 - Total For Police Administration</i>			<i>\$55.68</i>
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<b>FEDEX 86527854 - ALL DEPARTMENTS</b>	<b>\$55.68</b>
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## FEDEX 86527868

FEDEX 86527868	Police Administration	COURIER SERVICES-AIR OR GROUND,FREIGH	\$50.48
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<i>FEDEX 86527868 - Total For Police Administration</i>			<i>\$50.48</i>
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<b>FEDEX 86527868 - ALL DEPARTMENTS</b>	<b>\$50.48</b>
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## FERGUSON ENTERPRISES

FERGUSON ENTERPRISES	Regional Water Operations	S. Chem. Water Ball Valve - Machinery Suppli	\$43.56
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<i>FERGUSON ENTERPRISES - Total For Regional Water Operations</i>			<i>\$43.56</i>
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FERGUSON ENTERPRISES	Water Distribution	Parts for 3980 Ft. Casper Rd. - Water & Sewe	\$83.54
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FERGUSON ENTERPRISES	Water Distribution	Ball Valves for Vactor Tank - Vehicle Supplies	\$25.30
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FERGUSON ENTERPRISES	Water Distribution	Parts for 3980 Ft. Casper Rd. - Water & Sewe	\$133.20
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<i>FERGUSON ENTERPRISES - Total For Water Distribution</i>			<i>\$242.04</i>
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<b>FERGUSON ENTERPRISES - ALL DEPARTMENTS</b>	<b>\$285.60</b>
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## FIRST INTERSTATE BAN

FIRST INTERSTATE BAN	Sewer Stormwater	Gift cards for stormwater education	\$306.00
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<i>FIRST INTERSTATE BAN - Total For Sewer Stormwater</i>			<i>\$306.00</i>
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<b>FIRST INTERSTATE BAN - ALL DEPARTMENTS</b>	<b>\$306.00</b>
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## FIRST VETERINARY SUP

FIRST VETERINARY SUP	Metro Animal Shelter	Disinfectant	\$833.75
FIRST VETERINARY SUP	Metro Animal Shelter	Dog & cat vaccinations	\$1,086.56
<i>FIRST VETERINARY SUP - Total For Metro Animal Shelter</i>			<i>\$1,920.31</i>

**FIRST VETERINARY SUP - ALL DEPARTMENTS** \$1,920.31

## FISHER SCIENTIFIC

FISHER SCIENTIFIC	WWTP Operations	LAB supplies	\$181.56
FISHER SCIENTIFIC	WWTP Operations	LAB supplies	\$290.04
FISHER SCIENTIFIC	WWTP Operations	Lab supplies	\$564.75
<i>FISHER SCIENTIFIC - Total For WWTP Operations</i>			<i>\$1,036.35</i>

**FISHER SCIENTIFIC - ALL DEPARTMENTS** \$1,036.35

## FOXSTER OPCO, LLC

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

**FOXSTER OPCO, LLC - ALL DEPARTMENTS** \$1,110.00

## FSP WINDY CITY DELIV

FSP WINDY CITY DELIV	Fire-EMS Training	Meal for BC assessment center	\$12.97
FSP WINDY CITY DELIV	Fire-EMS Training	Meal for BC assessment center	\$122.90
<i>FSP WINDY CITY DELIV - Total For Fire-EMS Training</i>			<i>\$135.87</i>

**FSP WINDY CITY DELIV - ALL DEPARTMENTS** \$135.87

## GALLS

GALLS	Balefill - Disposal & Landfill	Safety coat for baler Ops -- Extra Small	\$98.18
<i>GALLS - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$98.18</i>

**GALLS - ALL DEPARTMENTS** \$98.18

## GALLS, INC.

GALLS, INC.	Police Career Services	Uniform supplies	\$97.20
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GALLS, INC.	Police Career Services	Uniform supplies	\$45.00
GALLS, INC.	Police Career Services	Uniform supplies	\$374.20
GALLS, INC.	Police Career Services	Uniform supplies	\$170.96
GALLS, INC.	Police Career Services	Uniform supplies	\$158.40
GALLS, INC.	Police Career Services	Uniform supplies	\$233.96
GALLS, INC.	Police Career Services	Uniform supplies	\$68.08
GALLS, INC.	Police Career Services	Uniform supplies	\$170.96
GALLS, INC.	Police Career Services	Uniform supplies	\$134.96
GALLS, INC.	Police Career Services	Uniform supplies	\$63.00
GALLS, INC.	Police Career Services	Uniform supplies	\$188.96
<i>GALLS, INC. - Total For Police Career Services</i>			<i>\$1,705.68</i>
<b>GALLS, INC. - ALL DEPARTMENTS</b>			<b>\$1,705.68</b>

## GEOSYNTEC CONSULTANT

GEOSYNTEC CONSULTANT	Balefill - Disposal & Landfill	Gems S028998-CRL Monitoring &	\$4,519.96
<i>GEOSYNTEC CONSULTANT - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$4,519.96</i>
<b>GEOSYNTEC CONSULTANT - ALL DEPARTMENTS</b>			<b>\$4,519.96</b>

## GEOTEC INDUSTRIAL SU

GEOTEC INDUSTRIAL SU	Streets	Surface Mt. ADA Mat	\$107.12
<i>GEOTEC INDUSTRIAL SU - Total For Streets</i>			<i>\$107.12</i>
<b>GEOTEC INDUSTRIAL SU - ALL DEPARTMENTS</b>			<b>\$107.12</b>

## GLOCK INC

GLOCK INC	Police Administration	MISCELLANEOUS AND RETAIL STORES	\$1,071.00
<i>GLOCK INC - Total For Police Administration</i>			<i>\$1,071.00</i>
<b>GLOCK INC - ALL DEPARTMENTS</b>			<b>\$1,071.00</b>

## GOLDER ASSOCIATES

GOLDER ASSOCIATES	Balefill - Disposal & Landfill	21-012 CRL Cell 1 Close and Ce	\$449.40
<i>GOLDER ASSOCIATES - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$449.40</i>
<b>GOLDER ASSOCIATES - ALL DEPARTMENTS</b>			<b>\$449.40</b>



## GOLF GENIUS SOFTWARE

GOLF GENIUS SOFTWARE	Golf - Operations	Tournament Software	\$600.00
<i>GOLF GENIUS SOFTWARE - Total For Golf - Operations</i>			<i>\$600.00</i>
<b>GOLF GENIUS SOFTWARE - ALL DEPARTMENTS</b>			<b>\$600.00</b>

## GOLF SAFETY

GOLF SAFETY	Weed & Pest Fund	Safety streaming video	\$95.00
<i>GOLF SAFETY - Total For Weed &amp; Pest Fund</i>			<i>\$95.00</i>
<b>GOLF SAFETY - ALL DEPARTMENTS</b>			<b>\$95.00</b>

## GOVERNMENTJOBS.COM

GOVERNMENTJOBS.COM	Human Resources	Annual Texting Subscription with Neogov	\$806.25
<i>GOVERNMENTJOBS.COM - Total For Human Resources</i>			<i>\$806.25</i>
<b>GOVERNMENTJOBS.COM - ALL DEPARTMENTS</b>			<b>\$806.25</b>

## GRAINGER, INC.

GRAINGER, INC.	Buildings & Structures Fund	Replacement pumphouse fan for Hogadon -	\$855.78
<i>GRAINGER, INC. - Total For Buildings &amp; Structures Fund</i>			<i>\$855.78</i>
GRAINGER, INC.	Fire-EMS Operations	Ice Cleats	\$698.60
<i>GRAINGER, INC. - Total For Fire-EMS Operations</i>			<i>\$698.60</i>
GRAINGER, INC.	Regional Water Operations	Door Switch Intrusion Alarms - Machinery Su	\$108.14
<i>GRAINGER, INC. - Total For Regional Water Operations</i>			<i>\$108.14</i>
GRAINGER, INC.	Water Tanks	Magnetic Contact T&B Supplies	\$108.14
<i>GRAINGER, INC. - Total For Water Tanks</i>			<i>\$108.14</i>
GRAINGER, INC.	WWTP Operations	Grease	\$114.00
<i>GRAINGER, INC. - Total For WWTP Operations</i>			<i>\$114.00</i>
<b>GRAINGER, INC. - ALL DEPARTMENTS</b>			<b>\$1,884.66</b>

## GRAMMARLY COBXEB1EB

GRAMMARLY COBXEB1EB	Weed & Pest Fund	COMPUTER SOFTWARE STORES	\$144.00
<i>GRAMMARLY COBXEB1EB - Total For Weed &amp; Pest Fund</i>			<i>\$144.00</i>

**GRAMMARLY COBXEB1EB - ALL DEPARTMENTS**

\$144.00

**GREINER MOTOR CO - C**

GREINER MOTOR CO - C	Capital Projects Fund	Replace Parks Unit 84025	\$43,178.70
<i>GREINER MOTOR CO - C - Total For Capital Projects Fund</i>			<i>\$43,178.70</i>
GREINER MOTOR CO - C	Fleet Maintenance Fund	101323 SVC @ 12,115 MI	\$73.13
GREINER MOTOR CO - C	Fleet Maintenance Fund	101285 SVC @ 43,433 MI	\$238.04
GREINER MOTOR CO - C	Fleet Maintenance Fund	84036 SVC @ 49,029 MI	\$73.04
GREINER MOTOR CO - C	Fleet Maintenance Fund	101329 REPAIR WIRING/ DOOR AJAR	\$195.00
GREINER MOTOR CO - C	Fleet Maintenance Fund	101259 SVC @ 76,897 MI	\$68.29
GREINER MOTOR CO - C	Fleet Maintenance Fund	101326 SVC @ 11,534 MI	\$64.54
GREINER MOTOR CO - C	Fleet Maintenance Fund	101255 REPL WATER PUMP & PTU	\$2,304.22
GREINER MOTOR CO - C	Fleet Maintenance Fund	101330 SVC @ 4822 MI	\$70.14
GREINER MOTOR CO - C	Fleet Maintenance Fund	101300 SERVICE @ 40,857 MI	\$64.54
GREINER MOTOR CO - C	Fleet Maintenance Fund	101238 SVC @ 83,682 MI	\$64.54
GREINER MOTOR CO - C	Fleet Maintenance Fund	101279 SVC@ 54,937 MI	\$155.62
<i>GREINER MOTOR CO - C - Total For Fleet Maintenance Fund</i>			<i>\$3,371.10</i>
<b>GREINER MOTOR CO - C - ALL DEPARTMENTS</b>			<b>\$46,549.80</b>

**GUNNERS METERS**

GUNNERS METERS	Water Meters	Neptune throttle valves - Meter Repair Parts	\$1,185.00
<i>GUNNERS METERS - Total For Water Meters</i>			<i>\$1,185.00</i>
<b>GUNNERS METERS - ALL DEPARTMENTS</b>			<b>\$1,185.00</b>

**GUS GLOBALSTAR USA**

GUS GLOBALSTAR USA	Public Safety Communication	TELECOMMUNICATION SERV.INCLUD. LOCAL	\$215.93
<i>GUS GLOBALSTAR USA - Total For Public Safety Communications</i>			<i>\$215.93</i>
<b>GUS GLOBALSTAR USA - ALL DEPARTMENTS</b>			<b>\$215.93</b>

**HAAS CONSTRUCTION CO**

HAAS CONSTRUCTION CO	Refuse Revenue and Transfer		\$145.00
<i>HAAS CONSTRUCTION CO - Total For Refuse Revenue and Transfers</i>			<i>\$145.00</i>

<b>HAAS CONSTRUCTION CO - ALL DEPARTMENTS</b>	<b>\$145.00</b>
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## HACH CO., CORP.

HACH CO., CORP.	Water Distribution	Sampling Supplies - Other Materials & Suppli	\$1,463.13
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<i>HACH CO., CORP. - Total For Water Distribution</i>			<i>\$1,463.13</i>
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<b>HACH CO., CORP. - ALL DEPARTMENTS</b>	<b>\$1,463.13</b>
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## HACIENDA REAL MEXICA

HACIENDA REAL MEXICA	Police Career Services	DRINKING PLACES (ALCOHOLIC BEV.)-BARS,T	\$22.84
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HACIENDA REAL MEXICA	Police Career Services	DRINKING PLACES (ALCOHOLIC BEV.)-BARS,T	\$29.06
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HACIENDA REAL MEXICA	Police Career Services	DRINKING PLACES (ALCOHOLIC BEV.)-BARS,T	\$22.58
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<i>HACIENDA REAL MEXICA - Total For Police Career Services</i>			<i>\$74.48</i>
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<b>HACIENDA REAL MEXICA - ALL DEPARTMENTS</b>	<b>\$74.48</b>
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## HAMPTON INNS

HAMPTON INNS	Fire-EMS Training	Hotel Room for BC assessor	\$213.92
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HAMPTON INNS	Fire-EMS Training	Hotel stay for BC Testing Assessor	\$352.80
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HAMPTON INNS	Fire-EMS Training	Hotel room for BC assessor	\$213.92
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<i>HAMPTON INNS - Total For Fire-EMS Training</i>			<i>\$780.64</i>
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<b>HAMPTON INNS - ALL DEPARTMENTS</b>	<b>\$780.64</b>
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## HARBOR FREIGHT TOOLS

HARBOR FREIGHT TOOLS	Buildings & Structures Fund	BAS Shop Supplies	\$109.99
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<i>HARBOR FREIGHT TOOLS - Total For Buildings &amp; Structures Fund</i>			<i>\$109.99</i>
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HARBOR FREIGHT TOOLS	Water Distribution	Tools for Hydrant Repair - Vehicle Supplies	\$36.96
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<i>HARBOR FREIGHT TOOLS - Total For Water Distribution</i>			<i>\$36.96</i>
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HARBOR FREIGHT TOOLS	Weed & Pest Fund	tools for work bench	\$69.94
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<i>HARBOR FREIGHT TOOLS - Total For Weed &amp; Pest Fund</i>			<i>\$69.94</i>
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<b>HARBOR FREIGHT TOOLS - ALL DEPARTMENTS</b>	<b>\$216.89</b>
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## HARDWARE PARTNERS LL

HARDWARE PARTNERS LL	Buildings & Structures Fund	Repair supplies for Water Garage Chain - CY	\$21.98
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HARDWARE PARTNERS LL	Buildings & Structures Fund	BAS Shop Supplies - CY Ace	\$23.50
<i>HARDWARE PARTNERS LL - Total For Buildings &amp; Structures Fund</i>			<i>\$45.48</i>
HARDWARE PARTNERS LL	Fire-EMS Operations	Batteries for station 2 plymovent	\$10.79
HARDWARE PARTNERS LL	Fire-EMS Operations	BBQ Grill	\$1,129.00
<i>HARDWARE PARTNERS LL - Total For Fire-EMS Operations</i>			<i>\$1,139.79</i>
HARDWARE PARTNERS LL	Regional Water Operations	Fasteners - Stock Hardware - Machinery Sup	\$10.96
<i>HARDWARE PARTNERS LL - Total For Regional Water Operations</i>			<i>\$10.96</i>
HARDWARE PARTNERS LL	Water Tanks	Oakcrest ARV's - Booster Station Supplies	\$12.17
HARDWARE PARTNERS LL	Water Tanks	Oakcrest ARV's - Booster Stations & Supplies	\$32.57
<i>HARDWARE PARTNERS LL - Total For Water Tanks</i>			<i>\$44.74</i>
HARDWARE PARTNERS LL	Weed & Pest Fund	Supplies	\$28.98
<i>HARDWARE PARTNERS LL - Total For Weed &amp; Pest Fund</i>			<i>\$28.98</i>
<b>HARDWARE PARTNERS LL - ALL DEPARTMENTS</b>			<b>\$1,269.95</b>

## HELM-FORD DIAG SOFTW

HELM-FORD DIAG SOFTW	Fleet Maintenance Fund	FORD DIAGNOSTIC SOFTWARE UPDATE	\$761.25
<i>HELM-FORD DIAG SOFTW - Total For Fleet Maintenance Fund</i>			<i>\$761.25</i>
<b>HELM-FORD DIAG SOFTW - ALL DEPARTMENTS</b>			<b>\$761.25</b>

## HENSLEY BATTERY CASP

HENSLEY BATTERY CASP	Balefill - Baler Processing	REPLACEMENT BATTERY FOR BALER BLDG F	\$94.65
<i>HENSLEY BATTERY CASP - Total For Balefill - Baler Processing</i>			<i>\$94.65</i>
<b>HENSLEY BATTERY CASP - ALL DEPARTMENTS</b>			<b>\$94.65</b>

## HERCULES INDUSTRIES

HERCULES INDUSTRIES	Balefill - Baler Processing	Taper reducer/adjustable elbows/flex gas co	\$30.41
<i>HERCULES INDUSTRIES - Total For Balefill - Baler Processing</i>			<i>\$30.41</i>
<b>HERCULES INDUSTRIES - ALL DEPARTMENTS</b>			<b>\$30.41</b>

## HILLTOP LAUNDROMAT

HILLTOP LAUNDROMAT	Police Investigations	DRY CLEANERS	\$26.25
<i>HILLTOP LAUNDROMAT - Total For Police Investigations</i>			<i>\$26.25</i>

**HILLTOP LAUNDROMAT - ALL DEPARTMENTS**

\$26.25

**HILTON HOTELS**

HILTON HOTELS	Fire-EMS Training	Lodging for RERT/VG Training	\$221.48
HILTON HOTELS	Fire-EMS Training	Lodging while attending RERT/VG Training	\$221.48
<i>HILTON HOTELS - Total For Fire-EMS Training</i>			<i>\$442.96</i>
HILTON HOTELS	Police Career Services	HILTON-Brown	\$214.34
HILTON HOTELS	Police Career Services	HILTON-Boyle	\$214.34
HILTON HOTELS	Police Career Services	HILTON-Boyle 2	\$214.34
<i>HILTON HOTELS - Total For Police Career Services</i>			<i>\$643.02</i>
<b>HILTON HOTELS - ALL DEPARTMENTS</b>			<b>\$1,085.98</b>

**HOBBY-LOBBY #0233**

HOBBY-LOBBY #0233	Police Administration	HOBBY, TOY, AND GAME SHOPS	\$70.00
<i>HOBBY-LOBBY #0233 - Total For Police Administration</i>			<i>\$70.00</i>
<b>HOBBY-LOBBY #0233 - ALL DEPARTMENTS</b>			<b>\$70.00</b>

**HOLLAND & HART LLP**

HOLLAND & HART LLP	Water Tanks	Renegotiation of Water Storage	\$20,723.50
<i>HOLLAND &amp; HART LLP - Total For Water Tanks</i>			<i>\$20,723.50</i>
<b>HOLLAND &amp; HART LLP - ALL DEPARTMENTS</b>			<b>\$20,723.50</b>

**HOMAX OIL SALES INC**

HOMAX OIL SALES INC	WWTP Operations	Kerosene	\$315.82
<i>HOMAX OIL SALES INC - Total For WWTP Operations</i>			<i>\$315.82</i>
<b>HOMAX OIL SALES INC - ALL DEPARTMENTS</b>			<b>\$315.82</b>

**HOMAX OIL SALES, INC**

HOMAX OIL SALES, INC	Balefill - Disposal & Landfill	TEN (10) DIESEL FUEL SHIPMENTS	\$30,560.88
<i>HOMAX OIL SALES, INC - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$30,560.88</i>
HOMAX OIL SALES, INC	Fleet Maintenance Fund	8396 gal Unleaded fuel	\$16,346.42
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Diesel Fuel/Winter Diesel Fuel/Ecoclean Pow	\$30,761.93

HOMAX OIL SALES, INC	Fleet Maintenance Fund	Blue DEF	\$1,558.75
<i>HOMAX OIL SALES, INC - Total For Fleet Maintenance Fund</i>			<i>\$48,667.10</i>
HOMAX OIL SALES, INC	Water Distribution	Gas/Fuel	\$4,268.12
<i>HOMAX OIL SALES, INC - Total For Water Distribution</i>			<i>\$4,268.12</i>
<b>HOMAX OIL SALES, INC - ALL DEPARTMENTS</b>			<b>\$83,496.10</b>

## HONNEN EQUIPMENT CO.

HONNEN EQUIPMENT CO.	Fleet Maintenance Fund	Installation of mirrors	\$735.09
<i>HONNEN EQUIPMENT CO. - Total For Fleet Maintenance Fund</i>			<i>\$735.09</i>
<b>HONNEN EQUIPMENT CO. - ALL DEPARTMENTS</b>			<b>\$735.09</b>

## HOSE & RUBBER SUPPLY

HOSE & RUBBER SUPPLY	Balefill - Disposal & Landfill	Air brake coil replaced for Bale Haul Truck 14	\$45.33
HOSE & RUBBER SUPPLY	Balefill - Disposal & Landfill	Pipe, coupler, teflon tape, etc	\$355.76
HOSE & RUBBER SUPPLY	Balefill - Disposal & Landfill	QUICK CONNECT FOR AIR HOSES AT Landfill	\$454.03
<i>HOSE &amp; RUBBER SUPPLY - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$855.12</i>
<b>HOSE &amp; RUBBER SUPPLY - ALL DEPARTMENTS</b>			<b>\$855.12</b>

## Hotel Reservation LO

Hotel Reservation LO	Fire-EMS Training	Credit for hotel room reserved that was not	(\$386.11)
<i>Hotel Reservation LO - Total For Fire-EMS Training</i>			<i>(\$386.11)</i>
<b>Hotel Reservation LO - ALL DEPARTMENTS</b>			<b>(\$386.11)</b>

## HOTELSCOM72441088688

HOTELSCOM72441088688	Police Career Services	TRAVEL AGENCIES	\$124.25
<i>HOTELSCOM72441088688 - Total For Police Career Services</i>			<i>\$124.25</i>
<b>HOTELSCOM72441088688 - ALL DEPARTMENTS</b>			<b>\$124.25</b>

## HOTELSCOM72441090688

HOTELSCOM72441090688	Police Career Services	TRAVEL AGENCIES	\$115.13
<i>HOTELSCOM72441090688 - Total For Police Career Services</i>			<i>\$115.13</i>

<b>HOTELSCOM72441090688 - ALL DEPARTMENTS</b>	\$115.13
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## **HOTELSCOM72444366704**

HOTELSCOM72444366704	Police Career Services	TRAVEL AGENCIES	\$157.96
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<i>HOTELSCOM72444366704 - Total For Police Career Services</i>			<i>\$157.96</i>
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<b>HOTELSCOM72444366704 - ALL DEPARTMENTS</b>	\$157.96
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## **HOTELSCOM72458145229**

HOTELSCOM72458145229	Police Career Services	TRAVEL AGENCIES	\$488.32
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<i>HOTELSCOM72458145229 - Total For Police Career Services</i>			<i>\$488.32</i>
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<b>HOTELSCOM72458145229 - ALL DEPARTMENTS</b>	\$488.32
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## **HYATT PLACE PROVO**

HYATT PLACE PROVO	Police Career Services	HYATT PLACE	\$10.00
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<i>HYATT PLACE PROVO - Total For Police Career Services</i>			<i>\$10.00</i>
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<b>HYATT PLACE PROVO - ALL DEPARTMENTS</b>	\$10.00
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## **HYDRAFLO INC**

HYDRAFLO INC	Water Distribution	Fire Hydrant Seals - Water & Sewerline Mate	\$87.45
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HYDRAFLO INC	Water Distribution	Hydrant Safety Flange/Gasket - Water & Sew	\$667.92
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<i>HYDRAFLO INC - Total For Water Distribution</i>			<i>\$755.37</i>
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<b>HYDRAFLO INC - ALL DEPARTMENTS</b>	\$755.37
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## **IACP**

IACP	Police Career Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$1,800.00
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<i>IACP - Total For Police Career Services</i>			<i>\$1,800.00</i>
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<b>IACP - ALL DEPARTMENTS</b>	\$1,800.00
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## **ICONIC ELEMENTS INC**

ICONIC ELEMENTS INC	Capital Projects Fund	3 Truck Packs for 2022 Ford F250	\$43,349.07
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<i>ICONIC ELEMENTS INC - Total For Capital Projects Fund</i>			<i>\$43,349.07</i>
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**ICONIC ELEMENTS INC - ALL DEPARTMENTS**

\$43,349.07

**IDEXX DISTRIBUTION I**

IDEXX DISTRIBUTION I	Regional Water Operations	Colilert & Vessels - Lab Supplies	\$939.08
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<i>IDEXX DISTRIBUTION I - Total For Regional Water Operations</i>			<i>\$939.08</i>
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**IDEXX DISTRIBUTION I - ALL DEPARTMENTS**

\$939.08

**IMLA**

IMLA	City Attorney	IMLA Online CLE's -- Yearly ("Kitchen Sink") S	\$499.00
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<i>IMLA - Total For City Attorney</i>			<i>\$499.00</i>
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**IMLA - ALL DEPARTMENTS**

\$499.00

**INDUSTRIAL SCREEN &**

INDUSTRIAL SCREEN &	Refuse - Residential	Gripper pads FOR ALL SIDELOAD TRUCKS	\$2,750.00
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<i>INDUSTRIAL SCREEN &amp; - Total For Refuse - Residential</i>			<i>\$2,750.00</i>
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**INDUSTRIAL SCREEN & - ALL DEPARTMENTS**

\$2,750.00

**INGRAM BOOK COMPANY**

INGRAM BOOK COMPANY	General Fund Revenue	Books for resale in museum store	\$207.71
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<i>INGRAM BOOK COMPANY - Total For General Fund Revenue</i>			<i>\$207.71</i>
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**INGRAM BOOK COMPANY - ALL DEPARTMENTS**

\$207.71

**INST. OF POLICE TECH**

INST. OF POLICE TECH	Police Career Services	MISCELLANEOUS AND RETAIL STORES	\$1,195.00
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<i>INST. OF POLICE TECH - Total For Police Career Services</i>			<i>\$1,195.00</i>
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**INST. OF POLICE TECH - ALL DEPARTMENTS**

\$1,195.00

**INSTRUMART**

INSTRUMART	Regional Water Operations	Analytical Sensors - Lab Supplies	\$1,192.95
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<i>INSTRUMART - Total For Regional Water Operations</i>			<i>\$1,192.95</i>
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**INSTRUMART - ALL DEPARTMENTS**

\$1,192.95

**INTERNATL SOCIETY**

INTERNATL SOCIETY	Health Insurance Fund	CEBS Membership	\$285.00
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<i>INTERNATL SOCIETY - Total For Health Insurance Fund</i>			\$285.00
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**INTERNATL SOCIETY - ALL DEPARTMENTS**

\$285.00

**INTERSTATE ALL BATTE**

INTERSTATE ALL BATTE	Buildings & Structures Fund	New batteries for the City Hall Autoscrubber	\$265.90
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<i>INTERSTATE ALL BATTE - Total For Buildings &amp; Structures Fund</i>			\$265.90
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**INTERSTATE ALL BATTE - ALL DEPARTMENTS**

\$265.90

**INTUIT, INC.**

INTUIT, INC.	Balefill - Baler Processing	WEAR BANDS FOR BALER	\$187.37
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<i>INTUIT, INC. - Total For Balefill - Baler Processing</i>			\$187.37
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INTUIT, INC.	Balefill - Diversion & Special	LANDSCAPE AND HORTICULTURAL SERVICES	\$1,926.03
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INTUIT, INC.	Balefill - Diversion & Special	Supplies for Tree Farm	\$4,005.19
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INTUIT, INC.	Balefill - Diversion & Special	TREE FARM TREES	\$4,281.41
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INTUIT, INC.	Balefill - Diversion & Special	Trees for Solid Waste Facility Landscaping	\$1,801.27
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<i>INTUIT, INC. - Total For Balefill - Diversion &amp; Special</i>			\$12,013.90
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INTUIT, INC.	Fleet Maintenance Fund	151572 3HP 3 PHASE MOTOR FOR COMPRES	\$518.75
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INTUIT, INC.	Fleet Maintenance Fund	151572 INSTALL NEW MOTOR & STARTER O	\$1,726.44
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<i>INTUIT, INC. - Total For Fleet Maintenance Fund</i>			\$2,245.19
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INTUIT, INC.	Hogadon - Operations	Safety equip	\$242.45
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<i>INTUIT, INC. - Total For Hogadon - Operations</i>			\$242.45
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INTUIT, INC.	Police Career Services	MISCELLANEOUS PERSONAL SERVICES	\$615.82
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<i>INTUIT, INC. - Total For Police Career Services</i>			\$615.82
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**INTUIT, INC. - ALL DEPARTMENTS**

\$15,304.73

**ITC ELECTRICAL TECHN**

ITC ELECTRICAL TECHN	WWTP Operations	Electrical work	\$688.80
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<i>ITC ELECTRICAL TECHN - Total For WWTP Operations</i>			\$688.80
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ITC ELECTRICAL TECHN - ALL DEPARTMENTS	\$688.80
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## JACOBS ENGINEERING G

JACOBS ENGINEERING G	WWTP Operations	North Platte Sanitary Sewer Re	\$195,146.26
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<i>JACOBS ENGINEERING G - Total For WWTP Operations</i>			<i>\$195,146.26</i>
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JACOBS ENGINEERING G - ALL DEPARTMENTS	\$195,146.26
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## JOHN E. REID

JOHN E. REID	Police Career Services	SCHOOLS AND EDUCATIONAL SERVICES NOT	\$630.00
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<i>JOHN E. REID - Total For Police Career Services</i>			<i>\$630.00</i>
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JOHN E. REID - ALL DEPARTMENTS	\$630.00
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## JONAS SOFTWARE USA

JONAS SOFTWARE USA	Golf - Operations	Maintenance fee	\$349.00
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<i>JONAS SOFTWARE USA - Total For Golf - Operations</i>			<i>\$349.00</i>
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JONAS SOFTWARE USA - ALL DEPARTMENTS	\$349.00
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## JUSTRITE SAFETY GROU

JUSTRITE SAFETY GROU	Balefill - Diversion & Special	AEROSOL CAN PUNCTURER PROCESSING BLD	\$347.54
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<i>JUSTRITE SAFETY GROU - Total For Balefill - Diversion &amp; Special</i>			<i>\$347.54</i>
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JUSTRITE SAFETY GROU - ALL DEPARTMENTS	\$347.54
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## KASH CORPORATION

KASH CORPORATION	Metro Animal Shelter	Wide top freezer refrigerator	\$939.00
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<i>KASH CORPORATION - Total For Metro Animal Shelter</i>			<i>\$939.00</i>
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KASH CORPORATION - ALL DEPARTMENTS	\$939.00
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## KINSCO LLC

KINSCO LLC	Fire-EMS Operations	Fire Department Uniforms	\$42.00
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KINSCO LLC	Fire-EMS Operations	Fire Department Uniforms	\$190.10
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KINSCO LLC	Fire-EMS Operations	Fire Department Uniforms	\$192.60
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KINSCO LLC - Total For Fire-EMS Operations			\$424.70
<b>KINSCO LLC - ALL DEPARTMENTS</b>			<b>\$424.70</b>
<b>KNIFE RIVER/JTL</b>			
KNIFE RIVER/JTL	Capital Projects Fund	Drill Tower Training Pad	\$27,072.25
KNIFE RIVER/JTL	Capital Projects Fund	Drill Tower Training Pad	\$29,802.75
KNIFE RIVER/JTL - Total For Capital Projects Fund			\$56,875.00
KNIFE RIVER/JTL	Streets	1/2" Plant Mix	\$1,149.75
KNIFE RIVER/JTL - Total For Streets			\$1,149.75
<b>KNIFE RIVER/JTL - ALL DEPARTMENTS</b>			<b>\$58,024.75</b>
<b>KOIS BROTHERS EQUIPM</b>			
KOIS BROTHERS EQUIPM	Capital Projects Fund	Loader Mounted Snow Blower	\$229,850.00
KOIS BROTHERS EQUIPM - Total For Capital Projects Fund			\$229,850.00
<b>KOIS BROTHERS EQUIPM - ALL DEPARTMENTS</b>			<b>\$229,850.00</b>
<b>KUM&amp;GO 0961 GILLETTE</b>			
KUM&GO 0961 GILLETTE	Police Career Services	AUTOMATED FUEL DISPENSERS	\$25.36
KUM&GO 0961 GILLETTE - Total For Police Career Services			\$25.36
<b>KUM&amp;GO 0961 GILLETTE - ALL DEPARTMENTS</b>			<b>\$25.36</b>
<b>L.N. CURTIS &amp; SONS I</b>			
L.N. CURTIS & SONS I	Fire-EMS Operations	PPE	\$1,443.22
L.N. CURTIS & SONS I - Total For Fire-EMS Operations			\$1,443.22
<b>L.N. CURTIS &amp; SONS I - ALL DEPARTMENTS</b>			<b>\$1,443.22</b>
<b>LAWSON PRODUCTS INC</b>			
LAWSON PRODUCTS INC	Fleet Maintenance Fund	Monthly rental	\$525.00
LAWSON PRODUCTS INC	Fleet Maintenance Fund	Monthly rental	\$375.00
LAWSON PRODUCTS INC - Total For Fleet Maintenance Fund			\$900.00
<b>LAWSON PRODUCTS INC - ALL DEPARTMENTS</b>			<b>\$900.00</b>

## LISA'S SPIC N SPAN

LISA'S SPIC N SPAN	Balefill - Baler Processing	Cleaning / Janitorial Service - December 202	\$420.00
<i>LISA'S SPIC N SPAN - Total For Balefill - Baler Processing</i>			<i>\$420.00</i>
<b>LISA'S SPIC N SPAN - ALL DEPARTMENTS</b>			<b>\$420.00</b>

## LOAF N JUG #

LOAF N JUG #	Police Career Services	SERVICE STATIONS	\$14.91
<i>LOAF N JUG # - Total For Police Career Services</i>			<i>\$14.91</i>
<b>LOAF N JUG # - ALL DEPARTMENTS</b>			<b>\$14.91</b>

## LOAF N JUG #0106

LOAF N JUG #0106	Fire-EMS Operations	Propane for St. 2	\$23.99
<i>LOAF N JUG #0106 - Total For Fire-EMS Operations</i>			<i>\$23.99</i>
<b>LOAF N JUG #0106 - ALL DEPARTMENTS</b>			<b>\$23.99</b>

## LOVE'S #436

LOVE'S #436	Police Career Services	AUTOMATED FUEL DISPENSERS	\$12.73
<i>LOVE'S #436 - Total For Police Career Services</i>			<i>\$12.73</i>
<b>LOVE'S #436 - ALL DEPARTMENTS</b>			<b>\$12.73</b>

## McDonalds 35665

McDonalds 35665	Police Investigations	FAST FOOD RESTAURANTS	\$40.91
McDonalds 35665	Police Investigations	FAST FOOD RESTAURANTS	\$81.06
<i>McDonalds 35665 - Total For Police Investigations</i>			<i>\$121.97</i>
<b>McDonalds 35665 - ALL DEPARTMENTS</b>			<b>\$121.97</b>

## MENARDS CASPER WY

MENARDS CASPER WY	Balefill - Diversion & Special	SPECIAL WASTE OPS SUPPLIES	\$199.98
<i>MENARDS CASPER WY - Total For Balefill - Diversion &amp; Special</i>			<i>\$199.98</i>
MENARDS CASPER WY	Parks - Parks Maint.	Tool organizers for Marks truck	\$47.94
<i>MENARDS CASPER WY - Total For Parks - Parks Maint.</i>			<i>\$47.94</i>

MENARDS CASPER WY	Regional Water Operations	Credit for Ice Melt Not Received - Office Sup	(\$26.91)
MENARDS CASPER WY	Regional Water Operations	Filter Lights & Ice Melt - Office Supplies	\$579.24
<i>MENARDS CASPER WY - Total For Regional Water Operations</i>			<i>\$552.33</i>
MENARDS CASPER WY	Water Distribution	Vinyl Cleaner - Building Supplies	\$25.94
<i>MENARDS CASPER WY - Total For Water Distribution</i>			<i>\$25.94</i>
MENARDS CASPER WY	Weed & Pest Fund	safety	\$21.98
<i>MENARDS CASPER WY - Total For Weed &amp; Pest Fund</i>			<i>\$21.98</i>
<b>MENARDS CASPER WY - ALL DEPARTMENTS</b>			<b>\$848.17</b>

## MERBACK AWARDS CO

MERBACK AWARDS CO	City Council	Mayor and Councilors plaques	\$735.77
<i>MERBACK AWARDS CO - Total For City Council</i>			<i>\$735.77</i>
MERBACK AWARDS CO	Fire-EMS Prevent & Inspect	Display boxes for award coins	\$6.76
<i>MERBACK AWARDS CO - Total For Fire-EMS Prevent &amp; Inspect</i>			<i>\$6.76</i>
<b>MERBACK AWARDS CO - ALL DEPARTMENTS</b>			<b>\$742.53</b>

## ML AUTOMOTIVE

ML AUTOMOTIVE	Fleet Maintenance Fund	230095 Vehicle alignment	\$227.00
ML AUTOMOTIVE	Fleet Maintenance Fund	230083 Vehicle alignment	\$263.78
<i>ML AUTOMOTIVE - Total For Fleet Maintenance Fund</i>			<i>\$490.78</i>
<b>ML AUTOMOTIVE - ALL DEPARTMENTS</b>			<b>\$490.78</b>

## MODERN ELECTRIC CORP

MODERN ELECTRIC CORP	Balefill - Disposal & Landfill	ELECTRIC WORK THAT WILL BE CREDITED	\$5,374.00
MODERN ELECTRIC CORP	Balefill - Disposal & Landfill	N. BALER Electrical BREAKER Replacement	\$4,512.00
MODERN ELECTRIC CORP	Balefill - Disposal & Landfill	Crediting original invoice #18151	(\$5,374.00)
<i>MODERN ELECTRIC CORP - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$4,512.00</i>
<b>MODERN ELECTRIC CORP - ALL DEPARTMENTS</b>			<b>\$4,512.00</b>

## Monson

Monson	Buildings & Structures Fund	Janitorial Service - January 2023	\$225.00
<i>Monson - Total For Buildings &amp; Structures Fund</i>			<i>\$225.00</i>

<b>Monson - ALL DEPARTMENTS</b>	<b>\$225.00</b>
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## MOTION AND FLOW CONT

MOTION AND FLOW CONT	Balefill - Baler Processing	New filters for Baler Hydraulic System	\$569.21
MOTION AND FLOW CONT	Balefill - Baler Processing	PSI Coupler for Baler	\$145.89
<i>MOTION AND FLOW CONT - Total For Balefill - Baler Processing</i>			<i>\$715.10</i>
<b>MOTION AND FLOW CONT - ALL DEPARTMENTS</b>			<b>\$715.10</b>

## MOTION INDUSTRIES

MOTION INDUSTRIES	WWTP Operations	Bearings	\$3,046.71
<i>MOTION INDUSTRIES - Total For WWTP Operations</i>			<i>\$3,046.71</i>
<b>MOTION INDUSTRIES - ALL DEPARTMENTS</b>			<b>\$3,046.71</b>

## MOTOROLA SOLUTIONS

MOTOROLA SOLUTIONS	Public Safety Communication Network Monitoring/Plus Pkg/Microwave Sr	\$9,457.67
<i>MOTOROLA SOLUTIONS - Total For Public Safety Communications</i>		<i>\$9,457.67</i>
<b>MOTOROLA SOLUTIONS - ALL DEPARTMENTS</b>		<b>\$9,457.67</b>

## MOUNTAIN ALARM FIRE

MOUNTAIN ALARM FIRE	Balefill - Disposal & Landfill	Alarm Monitoring	\$1,008.00
<i>MOUNTAIN ALARM FIRE - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$1,008.00</i>
MOUNTAIN ALARM FIRE	Buildings & Structures Fund	Alarm Monitoring	\$444.00
<i>MOUNTAIN ALARM FIRE - Total For Buildings &amp; Structures Fund</i>			<i>\$444.00</i>
MOUNTAIN ALARM FIRE	Fire-EMS Operations	Alarm Monitoring	\$863.00
<i>MOUNTAIN ALARM FIRE - Total For Fire-EMS Operations</i>			<i>\$863.00</i>
MOUNTAIN ALARM FIRE	Fleet Maintenance Fund	Alarm Monitoring	\$183.00
<i>MOUNTAIN ALARM FIRE - Total For Fleet Maintenance Fund</i>			<i>\$183.00</i>
MOUNTAIN ALARM FIRE	Ft. Caspar Museum	Alarm monitoring	\$534.00
<i>MOUNTAIN ALARM FIRE - Total For Ft. Caspar Museum</i>			<i>\$534.00</i>
MOUNTAIN ALARM FIRE	Golf - Operations	Alarm Monitoring	\$183.00
<i>MOUNTAIN ALARM FIRE - Total For Golf - Operations</i>			<i>\$183.00</i>
MOUNTAIN ALARM FIRE	Hogadon - Operations	Alarm Monitoring	\$183.00
<i>MOUNTAIN ALARM FIRE - Total For Hogadon - Operations</i>			<i>\$183.00</i>

MOUNTAIN ALARM FIRE	Metro Animal Shelter	Alarm Monitoring	\$183.00
<i>MOUNTAIN ALARM FIRE - Total For Metro Animal Shelter</i>			<i>\$183.00</i>
MOUNTAIN ALARM FIRE	Police Administration	Alarm Monitoring	\$168.00
<i>MOUNTAIN ALARM FIRE - Total For Police Administration</i>			<i>\$168.00</i>
MOUNTAIN ALARM FIRE	Public Transit - Operations	Alarm monitoring	\$56.00
MOUNTAIN ALARM FIRE	Public Transit - Operations	Alarm Monitoring	\$168.00
MOUNTAIN ALARM FIRE	Public Transit - Operations	Alarm monitoring & radio service	\$56.00
<i>MOUNTAIN ALARM FIRE - Total For Public Transit - Operations</i>			<i>\$280.00</i>
MOUNTAIN ALARM FIRE	Refuse - Commercial	Truck Barn Ceiling Heat Detector Repair	\$275.00
<i>MOUNTAIN ALARM FIRE - Total For Refuse - Commercial</i>			<i>\$275.00</i>
<b>MOUNTAIN ALARM FIRE - ALL DEPARTMENTS</b>			<b>\$4,304.00</b>

## MOUNTAIN STATES

MOUNTAIN STATES	Community Development	Printing service - business cards	\$65.66
<i>MOUNTAIN STATES - Total For Community Development</i>			<i>\$65.66</i>
MOUNTAIN STATES	Risk Management	Printing service - business cards	\$73.46
<i>MOUNTAIN STATES - Total For Risk Management</i>			<i>\$73.46</i>
<b>MOUNTAIN STATES - ALL DEPARTMENTS</b>			<b>\$139.12</b>

## MOUNTAIN WEST TECHNO

MOUNTAIN WEST TECHNO	Aquatics- Marion Kreiner Ope Acct #12214		\$5.00
<i>MOUNTAIN WEST TECHNO - Total For Aquatics- Marion Kreiner Oper.</i>			<i>\$5.00</i>
MOUNTAIN WEST TECHNO	Aquatics- Mike Sedar Oper. Acct #12212		\$5.00
<i>MOUNTAIN WEST TECHNO - Total For Aquatics- Mike Sedar Oper.</i>			<i>\$5.00</i>
MOUNTAIN WEST TECHNO	Aquatics- Paradise Valley Ope Acct #12211		\$5.00
<i>MOUNTAIN WEST TECHNO - Total For Aquatics- Paradise Valley Oper</i>			<i>\$5.00</i>
MOUNTAIN WEST TECHNO	Aquatics- Washington Oper Acct #12213		\$5.00
<i>MOUNTAIN WEST TECHNO - Total For Aquatics- Washington Oper</i>			<i>\$5.00</i>
MOUNTAIN WEST TECHNO	Buildings & Structures Fund Acct #13502		\$49.95
<i>MOUNTAIN WEST TECHNO - Total For Buildings &amp; Structures Fund</i>			<i>\$49.95</i>
MOUNTAIN WEST TECHNO	Information Services Acct #13922		\$450.00
<i>MOUNTAIN WEST TECHNO - Total For Information Services</i>			<i>\$450.00</i>
<b>MOUNTAIN WEST TECHNO - ALL DEPARTMENTS</b>			<b>\$519.95</b>

## MOUNTAIN WEST VALUAT

MOUNTAIN WEST VALUAT    Revolving Land Fund  
*MOUNTAIN WEST VALUAT - Total For Revolving Land Fund*

Appraisal report - 135 N. Ash Street, Casper    \$3,000.00  
\$3,000.00  
**MOUNTAIN WEST VALUAT - ALL DEPARTMENTS**    \$3,000.00

## NAPA AUTO PARTS CORP

NAPA AUTO PARTS CORP    Capital Projects Fund  
*NAPA AUTO PARTS CORP - Total For Capital Projects Fund*  
NAPA AUTO PARTS CORP    Fire-EMS Operations  
*NAPA AUTO PARTS CORP - Total For Fire-EMS Operations*  
NAPA AUTO PARTS CORP    Water Distribution  
*NAPA AUTO PARTS CORP - Total For Water Distribution*

6 NEW PORTABLE VEHICLE/EQUIP LIFTS    \$75,000.00  
\$75,000.00  
Windshield Wipers    \$39.82  
\$39.82  
Hose & Connector - Vehicle Supplies    \$30.41  
\$30.41  
**NAPA AUTO PARTS CORP - ALL DEPARTMENTS**    \$75,070.23

## NATIONAL ASSOCIATION

NATIONAL ASSOCIATION    Police Career Services  
NATIONAL ASSOCIATION    Police Career Services  
NATIONAL ASSOCIATION    Police Career Services  
NATIONAL ASSOCIATION    Police Career Services  
NATIONAL ASSOCIATION    Police Career Services  
NATIONAL ASSOCIATION    Police Career Services  
*NATIONAL ASSOCIATION - Total For Police Career Services*

CIVIC, SOCIAL AND FRATERNAL ASSOCIATION    \$500.00  
CIVIC, SOCIAL AND FRATERNAL ASSOCIATION    \$40.00  
CIVIC, SOCIAL AND FRATERNAL ASSOCIATION    \$500.00  
CIVIC, SOCIAL AND FRATERNAL ASSOCIATION    \$500.00  
CIVIC, SOCIAL AND FRATERNAL ASSOCIATION    \$500.00  
CIVIC, SOCIAL AND FRATERNAL ASSOCIATION    \$500.00  
\$2,540.00  
**NATIONAL ASSOCIATION - ALL DEPARTMENTS**    \$2,540.00

## NATIONAL EMERGENCY T

NATIONAL EMERGENCY T    Fire-EMS Training  
*NATIONAL EMERGENCY T - Total For Fire-EMS Training*

Dane Anderson Meal Ticket at the National F    \$183.65  
\$183.65  
**NATIONAL EMERGENCY T - ALL DEPARTMENTS**    \$183.65

## NATRONA COUNTY OFFIC

NATRONA COUNTY OFFIC    Police Administration  
NATRONA COUNTY OFFIC    Police Administration

Contract Juvenile Detention - December 202    \$7,500.00  
Contract Juvenile Detention - September 202    \$7,500.00



NATRONA COUNTY OFFIC	Police Administration	Contract Juvenile Detention - October 2022	\$7,500.00
NATRONA COUNTY OFFIC	Police Administration	Contract Juvenile Detention - November 202	\$7,500.00
<i>NATRONA COUNTY OFFIC - Total For Police Administration</i>			<i>\$30,000.00</i>
NATRONA COUNTY OFFIC	Police State Grants	Equitable Sharing Check For DCI #2022-0350	\$105.00
NATRONA COUNTY OFFIC	Police State Grants	Equitable Sharing Check - DCI #2022-0737	\$149.16
<i>NATRONA COUNTY OFFIC - Total For Police State Grants</i>			<i>\$254.16</i>
NATRONA COUNTY OFFIC	Social Community Services	Hall of Justice - Backup generator repairs	\$1,857.45
NATRONA COUNTY OFFIC	Social Community Services	Detention Center - Miscellaneous repairs	\$8,719.44
<i>NATRONA COUNTY OFFIC - Total For Social Community Services</i>			<i>\$10,576.89</i>
<b>NATRONA COUNTY OFFIC - ALL DEPARTMENTS</b>			<b>\$40,831.05</b>

## NFPA NATL FIRE PROTE

NFPA NATL FIRE PROTE	Fire-EMS Training	NFPA 1582 Standards	\$165.95
<i>NFPA NATL FIRE PROTE - Total For Fire-EMS Training</i>			<i>\$165.95</i>
<b>NFPA NATL FIRE PROTE - ALL DEPARTMENTS</b>			<b>\$165.95</b>

## NORCO, INC.

NORCO, INC.	Buildings & Structures Fund	Garbage bags/bathroom tissue/paper towels	\$1,050.22
NORCO, INC.	Buildings & Structures Fund	Cleaning supplies for Skeet Range - Norco	\$26.00
NORCO, INC.	Buildings & Structures Fund	Bathroom tissue	\$457.50
NORCO, INC.	Buildings & Structures Fund	Garbage bags	\$44.71
<i>NORCO, INC. - Total For Buildings &amp; Structures Fund</i>			<i>\$1,578.43</i>
NORCO, INC.	Fleet Maintenance Fund	Cylinder rental	\$156.24
<i>NORCO, INC. - Total For Fleet Maintenance Fund</i>			<i>\$156.24</i>
NORCO, INC.	Regional Water Operations	Grinder Discs - Small Tools & Supplies	\$32.93
<i>NORCO, INC. - Total For Regional Water Operations</i>			<i>\$32.93</i>
NORCO, INC.	Water Distribution	Safety vests - Other Materials & Supplies	\$113.60
<i>NORCO, INC. - Total For Water Distribution</i>			<i>\$113.60</i>
NORCO, INC.	WWTP Operations	Gloves	\$171.70
<i>NORCO, INC. - Total For WWTP Operations</i>			<i>\$171.70</i>
<b>NORCO, INC. - ALL DEPARTMENTS</b>			<b>\$2,052.90</b>

## NORTHWEST CONTRACTOR

NORTHWEST CONTRACTOR	Regional Water Operations	Sealant - Machinery Supplies	\$40.96
<i>NORTHWEST CONTRACTOR - Total For Regional Water Operations</i>			<i>\$40.96</i>
NORTHWEST CONTRACTOR	Water Distribution	Sweep Broom for Units 260 & 276 Vehicle Su	\$62.90
<i>NORTHWEST CONTRACTOR - Total For Water Distribution</i>			<i>\$62.90</i>
<b>NORTHWEST CONTRACTOR - ALL DEPARTMENTS</b>			<b>\$103.86</b>

## NU CPS REGISTRATION

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

## ODP BUS SOL LLC

ODP BUS SOL LLC	Customer Service	Office Supplies - Toner Cartridges	\$89.45
<i>ODP BUS SOL LLC - Total For Customer Service</i>			<i>\$89.45</i>
ODP BUS SOL LLC	Finance	Office Supplies - Toner Cartridges	\$89.47
<i>ODP BUS SOL LLC - Total For Finance</i>			<i>\$89.47</i>
ODP BUS SOL LLC	Health Insurance Fund	Office Supplies - Toner Cartridges	\$89.47
<i>ODP BUS SOL LLC - Total For Health Insurance Fund</i>			<i>\$89.47</i>
ODP BUS SOL LLC	Human Resources	1 box blue folders for benefit packets, 1 pack	\$21.30
ODP BUS SOL LLC	Human Resources	Office Supplies - Toner Cartridges	\$89.47
ODP BUS SOL LLC	Human Resources	2 boxes of tabbed blue folders used to make	\$74.52
<i>ODP BUS SOL LLC - Total For Human Resources</i>			<i>\$185.29</i>
ODP BUS SOL LLC	Risk Management	Office Supplies - Toner Cartridges	\$89.47
<i>ODP BUS SOL LLC - Total For Risk Management</i>			<i>\$89.47</i>
<b>ODP BUS SOL LLC - ALL DEPARTMENTS</b>			<b>\$543.15</b>

## OFFICE SHOP INC

OFFICE SHOP INC	Fire-EMS Administration	Copier usage	\$72.10
<i>OFFICE SHOP INC - Total For Fire-EMS Administration</i>			<i>\$72.10</i>
<b>OFFICE SHOP INC - ALL DEPARTMENTS</b>			<b>\$72.10</b>

## ONE CALL OF WY.

ONE CALL OF WY.	Sewer Wastewater Collection Tickets for December		\$325.69
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ONE CALL OF WY. - Total For Sewer Wastewater Collection			\$325.69
ONE CALL OF WY.	Traffic Control	Tickets for December	\$34.50
ONE CALL OF WY. - Total For Traffic Control			\$34.50
ONE CALL OF WY.	Water Distribution	Tickets for December	\$398.06
ONE CALL OF WY. - Total For Water Distribution			\$398.06
<b>ONE CALL OF WY. - ALL DEPARTMENTS</b>			<b>\$758.25</b>

## OPINIONSTAGE

OPINIONSTAGE	Sewer Stormwater	Opinion Stage Trivia and Quiz subscription fo	\$99.00
OPINIONSTAGE - Total For Sewer Stormwater			\$99.00
<b>OPINIONSTAGE - ALL DEPARTMENTS</b>			<b>\$99.00</b>

## OVERHEAD DOOR CO

OVERHEAD DOOR CO	Fleet Maintenance Fund	Garage door repair	\$1,555.26
OVERHEAD DOOR CO - Total For Fleet Maintenance Fund			\$1,555.26
<b>OVERHEAD DOOR CO - ALL DEPARTMENTS</b>			<b>\$1,555.26</b>

## PANCHO S MEXICAN FOO

PANCHO S MEXICAN FOO	Refuse - Residential	WORKING SAFETY MEETING	\$48.45
PANCHO S MEXICAN FOO - Total For Refuse - Residential			\$48.45
<b>PANCHO S MEXICAN FOO - ALL DEPARTMENTS</b>			<b>\$48.45</b>

## PANCHOS

PANCHOS	Balefill - Disposal & Landfill	WORKING SAFETY MEETING	\$235.99
PANCHOS - Total For Balefill - Disposal & Landfill			\$235.99
<b>PANCHOS - ALL DEPARTMENTS</b>			<b>\$235.99</b>

## PAYPAL WEBINAR

PAYPAL WEBINAR	Human Resources	COMPUTER AND DATA PROCESSING SERVICE	\$395.00
PAYPAL WEBINAR - Total For Human Resources			\$395.00
<b>PAYPAL WEBINAR - ALL DEPARTMENTS</b>			<b>\$395.00</b>

## PEACHES'

PEACHES'	Police Investigations	FAST FOOD RESTAURANTS	\$55.13
<i>PEACHES' - Total For Police Investigations</i>			<i>\$55.13</i>
<b>PEACHES' - ALL DEPARTMENTS</b>			<b>\$55.13</b>

## PEDEN'S INC

PEDEN'S INC	Police Career Services	Uniform supplies	\$684.00
<i>PEDEN'S INC - Total For Police Career Services</i>			<i>\$684.00</i>
<b>PEDEN'S INC - ALL DEPARTMENTS</b>			<b>\$684.00</b>

## PEPPER TANK & CONTRA

PEPPER TANK & CONTRA	WWTP Operations	Centrifuge #1 chute	\$230.00
<i>PEPPER TANK &amp; CONTRA - Total For WWTP Operations</i>			<i>\$230.00</i>
<b>PEPPER TANK &amp; CONTRA - ALL DEPARTMENTS</b>			<b>\$230.00</b>

## PEPSI COLA OF CASPER

PEPSI COLA OF CASPER	Ice Arena - Concessions	Cylinder deposit return	(\$100.00)
PEPSI COLA OF CASPER	Ice Arena - Concessions	Beverage delivery service	\$402.16
PEPSI COLA OF CASPER	Ice Arena - Concessions	Cylinder deposit return & product refund	(\$290.70)
PEPSI COLA OF CASPER	Ice Arena - Concessions	Beverage supplies	\$59.16
PEPSI COLA OF CASPER	Ice Arena - Concessions	Beverage delivery service	\$378.00
PEPSI COLA OF CASPER	Ice Arena - Concessions	Beverage delivery service	\$215.30
<i>PEPSI COLA OF CASPER - Total For Ice Arena - Concessions</i>			<i>\$663.92</i>
<b>PEPSI COLA OF CASPER - ALL DEPARTMENTS</b>			<b>\$663.92</b>

## PETCO 1456

PETCO 1456	Metro Animal Control	PET SHOPS-PET FOOD AND SUPPLY STORES	\$71.76
<i>PETCO 1456 - Total For Metro Animal Control</i>			<i>\$71.76</i>
PETCO 1456	Metro Animal Shelter	PET SHOPS-PET FOOD AND SUPPLY STORES	\$74.41
<i>PETCO 1456 - Total For Metro Animal Shelter</i>			<i>\$74.41</i>
<b>PETCO 1456 - ALL DEPARTMENTS</b>			<b>\$146.17</b>

## PETSMART #3082

PETSMART #3082	Metro Animal Shelter	PET SHOPS-PET FOOD AND SUPPLY STORES	\$145.89
PETSMART #3082	Metro Animal Shelter	PET SHOPS-PET FOOD AND SUPPLY STORES	\$288.09
<i>PETSMART #3082 - Total For Metro Animal Shelter</i>			<i>\$433.98</i>
<b>PETSMART #3082 - ALL DEPARTMENTS</b>			<b>\$433.98</b>

## PIZZA RANCH - CASPER

PIZZA RANCH - CASPER	Police Investigations	EATING PLACES, RESTAURANTS	\$67.16
<i>PIZZA RANCH - CASPER - Total For Police Investigations</i>			<i>\$67.16</i>
<b>PIZZA RANCH - CASPER - ALL DEPARTMENTS</b>			<b>\$67.16</b>

## PROFESSIONAL CLEANIN

PROFESSIONAL CLEANIN	WWTP Operations	Cleaning service - December 2022	\$1,395.00
<i>PROFESSIONAL CLEANIN - Total For WWTP Operations</i>			<i>\$1,395.00</i>
<b>PROFESSIONAL CLEANIN - ALL DEPARTMENTS</b>			<b>\$1,395.00</b>

## PURVIS INDUSTRIES

PURVIS INDUSTRIES	Buildings & Structures Fund	Garage door repair supplies for Water Garag	\$15.30
<i>PURVIS INDUSTRIES - Total For Buildings &amp; Structures Fund</i>			<i>\$15.30</i>
PURVIS INDUSTRIES	Water Meters	Steel & Metal Nipples - Meter Repair Parts	\$402.45
<i>PURVIS INDUSTRIES - Total For Water Meters</i>			<i>\$402.45</i>
<b>PURVIS INDUSTRIES - ALL DEPARTMENTS</b>			<b>\$417.75</b>

## RAILROAD MGMT CO III

RAILROAD MGMT CO III	WWTP Operations	License Fees - 4/01/23 to 3/31/24	\$344.67
<i>RAILROAD MGMT CO III - Total For WWTP Operations</i>			<i>\$344.67</i>
<b>RAILROAD MGMT CO III - ALL DEPARTMENTS</b>			<b>\$344.67</b>

## RAPID FIRE PROTECTIO

RAPID FIRE PROTECTIO	Fire-EMS Administration	Alarm inspection/Report processing fee	\$480.00
RAPID FIRE PROTECTIO	Fire-EMS Administration	Annual sprinkler/backflow inspection/Report	\$530.00

RAPID FIRE PROTECTIO	Fire-EMS Administration	Alarm repair	\$295.00
<i>RAPID FIRE PROTECTIO - Total For Fire-EMS Administration</i>			<i>\$1,305.00</i>
RAPID FIRE PROTECTIO	Golf - Operations	Alarm inspection/Report processing fee	\$480.00
RAPID FIRE PROTECTIO	Golf - Operations	Annual sprinkler/backflow inspection/Report	\$530.00
<i>RAPID FIRE PROTECTIO - Total For Golf - Operations</i>			<i>\$1,010.00</i>
<b>RAPID FIRE PROTECTIO - ALL DEPARTMENTS</b>			<b>\$2,315.00</b>

## REXEL USA INC

REXEL USA INC	Balefill - Baler Processing	Safety relay & diagonal cutters baler	\$668.08
<i>REXEL USA INC - Total For Balefill - Baler Processing</i>			<i>\$668.08</i>
<b>REXEL USA INC - ALL DEPARTMENTS</b>			<b>\$668.08</b>

## RICOH USA INC

RICOH USA INC	Community Development	Copier usage	\$389.07
<i>RICOH USA INC - Total For Community Development</i>			<i>\$389.07</i>
<b>RICOH USA INC - ALL DEPARTMENTS</b>			<b>\$389.07</b>

## RMI CASPER

RMI CASPER	Buildings & Structures Fund	BAS Shop Supplies - RMI	\$91.92
<i>RMI CASPER - Total For Buildings &amp; Structures Fund</i>			<i>\$91.92</i>
<b>RMI CASPER - ALL DEPARTMENTS</b>			<b>\$91.92</b>

## ROCKY MOUNTAIN POWER

ROCKY MOUNTAIN POWER	Aquatics- Marion Kreiner Ope Acct #54730761-112 9		\$97.45
ROCKY MOUNTAIN POWER	Aquatics- Marion Kreiner Ope Acct #54730761-112 9		\$94.55
<i>ROCKY MOUNTAIN POWER - Total For Aquatics- Marion Kreiner Oper.</i>			<i>\$192.00</i>
ROCKY MOUNTAIN POWER	Aquatics- Mike Sedar Oper. Acct #54730761-112 9		\$80.60
ROCKY MOUNTAIN POWER	Aquatics- Mike Sedar Oper. Acct #54730761-112 9		\$61.44
<i>ROCKY MOUNTAIN POWER - Total For Aquatics- Mike Sedar Oper.</i>			<i>\$142.04</i>
ROCKY MOUNTAIN POWER	Aquatics- Paradise Valley Ope Acct #54730761-112 9		\$64.73
ROCKY MOUNTAIN POWER	Aquatics- Paradise Valley Ope Acct #54730761-112 9		\$61.44
<i>ROCKY MOUNTAIN POWER - Total For Aquatics- Paradise Valley Oper</i>			<i>\$126.17</i>
ROCKY MOUNTAIN POWER	Aquatics- Washington Oper Acct #54730761-112 9		\$35.06

ROCKY MOUNTAIN POWER	Aquatics- Washington Oper	Acct #54730761-112 9	\$32.81
<i>ROCKY MOUNTAIN POWER - Total For Aquatics- Washington Oper</i>			<i>\$67.87</i>
ROCKY MOUNTAIN POWER	Ash Street Building	Acct #54730761-154 1	\$269.42
<i>ROCKY MOUNTAIN POWER - Total For Ash Street Building</i>			<i>\$269.42</i>
ROCKY MOUNTAIN POWER	Cemetery	Acct #54730761-092 3	\$148.86
<i>ROCKY MOUNTAIN POWER - Total For Cemetery</i>			<i>\$148.86</i>
ROCKY MOUNTAIN POWER	Fleet Maintenance Fund	Acct #54730761-096 4	\$4,118.83
<i>ROCKY MOUNTAIN POWER - Total For Fleet Maintenance Fund</i>			<i>\$4,118.83</i>
ROCKY MOUNTAIN POWER	Hogadon - Operations	Acct #54730761-100 4	\$9,067.93
ROCKY MOUNTAIN POWER	Hogadon - Operations	Acct #54730761-126 9	\$5,108.50
<i>ROCKY MOUNTAIN POWER - Total For Hogadon - Operations</i>			<i>\$14,176.43</i>
ROCKY MOUNTAIN POWER	Ice Arena - Operations	Acct #54730761-101 2	\$3,038.52
ROCKY MOUNTAIN POWER	Ice Arena - Operations	Acct #54730761-147 5	\$4,525.11
<i>ROCKY MOUNTAIN POWER - Total For Ice Arena - Operations</i>			<i>\$7,563.63</i>
ROCKY MOUNTAIN POWER	Public Safety Communication	Acct #54730761-146 7	\$245.07
<i>ROCKY MOUNTAIN POWER - Total For Public Safety Communications</i>			<i>\$245.07</i>
ROCKY MOUNTAIN POWER	Rec Center - Operations	Acct #54730761-095 6	\$3,522.79
<i>ROCKY MOUNTAIN POWER - Total For Rec Center - Operations</i>			<i>\$3,522.79</i>
ROCKY MOUNTAIN POWER	Regional Water Operations	Acct #60931133-004 5 - Electricity	\$12.22
<i>ROCKY MOUNTAIN POWER - Total For Regional Water Operations</i>			<i>\$12.22</i>
ROCKY MOUNTAIN POWER	Sewer Wastewater Collection	Acct #54730761-105 3	\$501.33
<i>ROCKY MOUNTAIN POWER - Total For Sewer Wastewater Collection</i>			<i>\$501.33</i>
ROCKY MOUNTAIN POWER	Traffic Control	Acct #54730761-162 4	\$28.86
<i>ROCKY MOUNTAIN POWER - Total For Traffic Control</i>			<i>\$28.86</i>
ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-135 0 - Electricity	\$86.79
<i>ROCKY MOUNTAIN POWER - Total For Water Tanks</i>			<i>\$86.79</i>
ROCKY MOUNTAIN POWER	WWTP Operations	Acct #54730761-004 8	\$277.07
<i>ROCKY MOUNTAIN POWER - Total For WWTP Operations</i>			<i>\$277.07</i>
<b>ROCKY MOUNTAIN POWER - ALL DEPARTMENTS</b>			<b>\$31,479.38</b>

## Rooter

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

## SAMS CLUB #6425

SAMS CLUB #6425	Fire-EMS Training	Office Supplies and Snacks for BC Testing	\$274.80
<i>SAMS CLUB #6425 - Total For Fire-EMS Training</i>			<i>\$274.80</i>
<b>SAMS CLUB #6425 - ALL DEPARTMENTS</b>			<b>\$274.80</b>

## SAMSCLUB #6425

SAMSCLUB #6425	Balefill - Disposal & Landfill	TRAINING /SAFTEY MEETING	\$14.56
<i>SAMSCLUB #6425 - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$14.56</i>
SAMSCLUB #6425	Balefill - Diversion & Special	TRAINING /SAFTEY MEETING	\$14.58
<i>SAMSCLUB #6425 - Total For Balefill - Diversion &amp; Special</i>			<i>\$14.58</i>
SAMSCLUB #6425	Ice Arena - Concessions	Concession Resale - Pretzels	\$180.00
SAMSCLUB #6425	Ice Arena - Concessions	CONCESSION Resale Items	\$114.36
SAMSCLUB #6425	Ice Arena - Concessions	CONCESSION Resale Items	\$449.20
<i>SAMSCLUB #6425 - Total For Ice Arena - Concessions</i>			<i>\$743.56</i>
SAMSCLUB #6425	Police Administration	WHOLESALE CLUBS	\$161.84
<i>SAMSCLUB #6425 - Total For Police Administration</i>			<i>\$161.84</i>
SAMSCLUB #6425	Refuse - Residential	TRAINING /SAFTEY MEETING	\$14.56
<i>SAMSCLUB #6425 - Total For Refuse - Residential</i>			<i>\$14.56</i>
<b>SAMSCLUB #6425 - ALL DEPARTMENTS</b>			<b>\$949.10</b>

## SANFORD S GRUB AND P

SANFORD S GRUB AND P	Fire-EMS Training	Meal while in Cheyenne for RERT/VG Trainin	\$55.42
<i>SANFORD S GRUB AND P - Total For Fire-EMS Training</i>			<i>\$55.42</i>
<b>SANFORD S GRUB AND P - ALL DEPARTMENTS</b>			<b>\$55.42</b>

## SEA-WESTERN INC

SEA-WESTERN INC	Water Distribution	Hoses & shipping	\$6,843.57
<i>SEA-WESTERN INC - Total For Water Distribution</i>			<i>\$6,843.57</i>
<b>SEA-WESTERN INC - ALL DEPARTMENTS</b>			<b>\$6,843.57</b>

## SHELL OIL 5744427880

SHELL OIL 5744427880	Police Career Services	AUTOMATED FUEL DISPENSERS	\$40.44
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SHELL OIL 5744427880 - Total For Police Career Services	\$40.44
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<b>SHELL OIL 5744427880 - ALL DEPARTMENTS</b>	<b>\$40.44</b>
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## SHELL OIL 5744427920

SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$54.77
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$65.73
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$54.14
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$80.30
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$64.07
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$60.98
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$94.82
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$114.10
SHELL OIL 5744427920 - Total For Fire-EMS Operations			\$588.91

<b>SHELL OIL 5744427920 - ALL DEPARTMENTS</b>	<b>\$588.91</b>
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## SHERWIN-WILLIAMS COR

SHERWIN-WILLIAMS COR	Parks - Parks Maint.	Paint for sign at Veterans Park	\$63.02
SHERWIN-WILLIAMS COR - Total For Parks - Parks Maint.			\$63.02

<b>SHERWIN-WILLIAMS COR - ALL DEPARTMENTS</b>	<b>\$63.02</b>
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## SHUTTERFLY, INC.

SHUTTERFLY, INC.	Police Administration	PHOTOGRAPHIC STUDIOS	\$219.95
SHUTTERFLY, INC.	Police Administration	PHOTOGRAPHIC STUDIOS	\$274.95
SHUTTERFLY, INC.	Police Administration	PHOTOGRAPHIC STUDIOS	\$54.99
SHUTTERFLY, INC. - Total For Police Administration			\$549.89

<b>SHUTTERFLY, INC. - ALL DEPARTMENTS</b>	<b>\$549.89</b>
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## SIRCHIE ACQUISITION

SIRCHIE ACQUISITION	Police Investigations	Drug / evidence supplies	\$524.80
SIRCHIE ACQUISITION - Total For Police Investigations			\$524.80

<b>SIRCHIE ACQUISITION - ALL DEPARTMENTS</b>	<b>\$524.80</b>
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## SIT MEANS SIT WYOMIN

SIT MEANS SIT WYOMIN	Fire-EMS Training	Therapy Dog Certification	\$360.00
SIT MEANS SIT WYOMIN	Fire-EMS Training	Therapy Dog Training and Testing Materials	\$360.00
<i>SIT MEANS SIT WYOMIN - Total For Fire-EMS Training</i>			<i>\$720.00</i>
<b>SIT MEANS SIT WYOMIN - ALL DEPARTMENTS</b>			<b>\$720.00</b>

## SKILLPATH / NATIONAL

SKILLPATH / NATIONAL	Balefill - Disposal & Landfill	SCHOOLS AND EDUCATIONAL SERVICES NOT	\$349.00
<i>SKILLPATH / NATIONAL - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$349.00</i>
<b>SKILLPATH / NATIONAL - ALL DEPARTMENTS</b>			<b>\$349.00</b>

## SMARSH, INC

SMARSH, INC	Information Services	Monthly Archive Capture - December 2022	\$2,170.78
<i>SMARSH, INC - Total For Information Services</i>			<i>\$2,170.78</i>
<b>SMARSH, INC - ALL DEPARTMENTS</b>			<b>\$2,170.78</b>

## SMITHS FOOD #4185

SMITHS FOOD #4185	City Council	Council meeting supplies	\$49.68
<i>SMITHS FOOD #4185 - Total For City Council</i>			<i>\$49.68</i>
<b>SMITHS FOOD #4185 - ALL DEPARTMENTS</b>			<b>\$49.68</b>

## SOURCE OFFICE

SOURCE OFFICE	Public Safety Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AN	\$151.00
SOURCE OFFICE	Public Safety Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AN	\$368.32
<i>SOURCE OFFICE - Total For Public Safety Communications</i>			<i>\$519.32</i>
<b>SOURCE OFFICE - ALL DEPARTMENTS</b>			<b>\$519.32</b>

## SP CHAPLAINBADGE

SP CHAPLAINBADGE	Police Career Services	MISCELLNEOUS APPAREL AND ACCESSORY	\$96.00
<i>SP CHAPLAINBADGE - Total For Police Career Services</i>			<i>\$96.00</i>

<b>SP CHAPLAINBADGE - ALL DEPARTMENTS</b>	<b>\$96.00</b>
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## SP DRONE NERDS

SP DRONE NERDS	Police Investigations	PHOTOGRAPHIC STUDIOS	\$273.00
SP DRONE NERDS - Total For Police Investigations			\$273.00

<b>SP DRONE NERDS - ALL DEPARTMENTS</b>	<b>\$273.00</b>
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## SP SWIMOUTLET.COM

SP SWIMOUTLET.COM	Aquatics - Pool Classes	Float Belt	\$89.25
SP SWIMOUTLET.COM - Total For Aquatics - Pool Classes			\$89.25

<b>SP SWIMOUTLET.COM - ALL DEPARTMENTS</b>	<b>\$89.25</b>
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## SQ BELLA FUOCO

SQ BELLA FUOCO	Fire-EMS Training	Meal while in Cheyenne for RERT/VG Trainin	\$21.78
SQ BELLA FUOCO - Total For Fire-EMS Training			\$21.78

<b>SQ BELLA FUOCO - ALL DEPARTMENTS</b>	<b>\$21.78</b>
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## SQ COMPUTER PROFESS

SQ COMPUTER PROFESS	Fire-EMS Administration	Display Port to HDMI Cord	\$28.99
SQ COMPUTER PROFESS - Total For Fire-EMS Administration			\$28.99
SQ COMPUTER PROFESS	Ft. Caspar Museum	Video converter and DVD Writer	\$66.94
SQ COMPUTER PROFESS - Total For Ft. Caspar Museum			\$66.94
SQ COMPUTER PROFESS	Human Resources	Network Cable	\$24.99
SQ COMPUTER PROFESS - Total For Human Resources			\$24.99
SQ COMPUTER PROFESS	Police Administration	COMPUTER MAINTENANCE,REPAIR & SERVIC	\$310.00
SQ COMPUTER PROFESS	Police Administration	COMPUTER MAINTENANCE,REPAIR & SERVIC	\$199.90
SQ COMPUTER PROFESS	Police Administration	COMPUTER MAINTENANCE,REPAIR & SERVIC	\$19.99
SQ COMPUTER PROFESS - Total For Police Administration			\$529.89

<b>SQ COMPUTER PROFESS - ALL DEPARTMENTS</b>	<b>\$650.81</b>
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## SQ PEDEN'S INC.

SQ PEDEN'S INC.	Sewer Wastewater Collection logo on winter workwear	\$25.00
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SQ PEDEN'S INC. - Total For Sewer Wastewater Collection			\$25.00
<b>SQ PEDEN'S INC. - ALL DEPARTMENTS</b>			<b>\$25.00</b>
<b>SQ SUMMIT ELECTRIC</b>			
SQ SUMMIT ELECTRIC	Buildings & Structures Fund	Electrical repair work for CBC - Summit Electr	\$120.00
SQ SUMMIT ELECTRIC - Total For Buildings & Structures Fund			\$120.00
SQ SUMMIT ELECTRIC	Risk Management	Electrical labor for Metro Animal Shelter - Cl	\$2,923.20
SQ SUMMIT ELECTRIC - Total For Risk Management			\$2,923.20
<b>SQ SUMMIT ELECTRIC - ALL DEPARTMENTS</b>			<b>\$3,043.20</b>
<b>SQ WYATT ELECTRIC I</b>			
SQ WYATT ELECTRIC I	Parks - Parks Maint.	Temporary power connection at Conwell Par	\$1,188.83
SQ WYATT ELECTRIC I - Total For Parks - Parks Maint.			\$1,188.83
<b>SQ WYATT ELECTRIC I - ALL DEPARTMENTS</b>			<b>\$1,188.83</b>
<b>SQUARESPACE INC.</b>			
SQUARESPACE INC.	City Council	Squarespace for Onecentprocess.com websit	\$33.00
SQUARESPACE INC.	City Council	Squarespace - Google workspace subscriptio	\$6.00
SQUARESPACE INC. - Total For City Council			\$39.00
<b>SQUARESPACE INC. - ALL DEPARTMENTS</b>			<b>\$39.00</b>
<b>STAPLES</b>			
STAPLES	Balefill - Diversion & Special	REPLACED BROKEN OFFICE CHAIR	\$179.97
STAPLES	Balefill - Diversion & Special	DESK CALENDERS FOR SUPERVISORS/ CREW	\$7.98
STAPLES - Total For Balefill - Diversion & Special			\$187.95
STAPLES	Fire-EMS Administration	Printer Ink	\$105.98
STAPLES	Fire-EMS Administration	Targus IOS Active Stylus	\$79.99
STAPLES - Total For Fire-EMS Administration			\$185.97
STAPLES	Golf - Operations	Calendars for desks	\$101.96
STAPLES - Total For Golf - Operations			\$101.96
STAPLES	Hogadon - Operations	CC printer tape	\$22.99
STAPLES - Total For Hogadon - Operations			\$22.99
STAPLES	Parks - Parks Maint.	Sheet protectors	\$55.97

STAPLES - Total For Parks - Parks Maint.	\$55.97
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<b>STAPLES - ALL DEPARTMENTS</b>	<b>\$554.84</b>
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## STAPLES DIRECT

STAPLES DIRECT	Parks - Parks Maint.	STATIONERY,OFFICE SUPPLIES,PRINTING AN	\$73.90
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STAPLES DIRECT - Total For Parks - Parks Maint.	\$73.90
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STAPLES DIRECT	Streets	STATIONERY,OFFICE SUPPLIES,PRINTING AN	\$21.94
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STAPLES DIRECT - Total For Streets	\$21.94
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<b>STAPLES DIRECT - ALL DEPARTMENTS</b>	<b>\$95.84</b>
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## STATE OF WY.

STATE OF WY.	Health Insurance Fund	Retiree Subsidy - January 2023	\$3,871.67
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STATE OF WY. - Total For Health Insurance Fund	\$3,871.67
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<b>STATE OF WY. - ALL DEPARTMENTS</b>	<b>\$3,871.67</b>
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## STAX WYOMING FIRS

STAX WYOMING FIRS	WWTP Operations	First aid supplies	\$149.54
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STAX WYOMING FIRS - Total For WWTP Operations	\$149.54
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<b>STAX WYOMING FIRS - ALL DEPARTMENTS</b>	<b>\$149.54</b>
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## SUMMIT ELECTRIC LLC.

SUMMIT ELECTRIC LLC.	Buildings & Structures Fund	Installation of breaker & heater hook up	\$120.00
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SUMMIT ELECTRIC LLC. - Total For Buildings & Structures Fund	\$120.00
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<b>SUMMIT ELECTRIC LLC. - ALL DEPARTMENTS</b>	<b>\$120.00</b>
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## SUMMIT FIRE & SECURI

SUMMIT FIRE & SECURI	Fire-EMS Administration	Vehicle system - Tank agent	\$357.00
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SUMMIT FIRE & SECURI - Total For Fire-EMS Administration	\$357.00
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<b>SUMMIT FIRE &amp; SECURI - ALL DEPARTMENTS</b>	<b>\$357.00</b>
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## SURVEYMONK T

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

## SUTHERLANDS 2219

SUTHERLANDS 2219	Metro Animal Shelter	LUMBER AND BUILDING MATERIALS STORES	\$654.00
<i>SUTHERLANDS 2219 - Total For Metro Animal Shelter</i>			<i>\$654.00</i>
SUTHERLANDS 2219	Water Distribution	Paint & Primer for 310 - Vehicle Supplies	\$23.98
SUTHERLANDS 2219	Water Distribution	PVC /Poly Cutters for Truck 260 - Vehicle Sup	\$14.99
<i>SUTHERLANDS 2219 - Total For Water Distribution</i>			<i>\$38.97</i>
SUTHERLANDS 2219	Weed & Pest Fund	LUMBER for work bench	\$53.98
<i>SUTHERLANDS 2219 - Total For Weed &amp; Pest Fund</i>			<i>\$53.98</i>
<b>SUTHERLANDS 2219 - ALL DEPARTMENTS</b>			<b>\$746.95</b>

## SYNERGY PAINTING LLC

SYNERGY PAINTING LLC	Balefill	Contract Withholding: 23300007	\$2,575.40
<i>SYNERGY PAINTING LLC - Total For Balefill</i>			<i>\$2,575.40</i>
<b>SYNERGY PAINTING LLC - ALL DEPARTMENTS</b>			<b>\$2,575.40</b>

## TARGET

TARGET	Fire-EMS Operations	Blankets for sleeping area at St. 3	\$175.00
<i>TARGET - Total For Fire-EMS Operations</i>			<i>\$175.00</i>
<b>TARGET - ALL DEPARTMENTS</b>			<b>\$175.00</b>

## TERRACYCLE REGULATED

TERRACYCLE REGULATED	Balefill - Diversion & Special	BULB EATER FILTER & PARTS PROCESSING BL	\$1,172.00
<i>TERRACYCLE REGULATED - Total For Balefill - Diversion &amp; Special</i>			<i>\$1,172.00</i>
<b>TERRACYCLE REGULATED - ALL DEPARTMENTS</b>			<b>\$1,172.00</b>

## THATCHER CO.

THATCHER CO.	WWTP Regional Interceptors	Ferrous chloride delivery on 12/21/22	\$11,795.50
THATCHER CO.	WWTP Regional Interceptors	Ferrous chloride delivery on 12/6/22	\$16,927.38

THATCHER CO. - Total For WWTP Regional Interceptors	\$28,722.88
<b>THATCHER CO. - ALL DEPARTMENTS</b>	<b>\$28,722.88</b>

## THE CAMPBELL GROUP I

THE CAMPBELL GROUP I	Police Administration	INSURANCE-SALES & UNDERWRITING	\$250.00
THE CAMPBELL GROUP I - Total For Police Administration			\$250.00
<b>THE CAMPBELL GROUP I - ALL DEPARTMENTS</b>			<b>\$250.00</b>

## THE GILMAN CORPORATI

THE GILMAN CORPORATI	Hogadon - Operations	Snowmaking hyd pads	\$567.00
THE GILMAN CORPORATI	Hogadon - Operations	Snowmaking hyd padding	\$1,842.00
THE GILMAN CORPORATI - Total For Hogadon - Operations			\$2,409.00
<b>THE GILMAN CORPORATI - ALL DEPARTMENTS</b>			<b>\$2,409.00</b>

## THE HOME DEPOT

THE HOME DEPOT	Buildings & Structures Fund	Power cord for HR new cubicle - Home Depo	\$39.88
THE HOME DEPOT	Buildings & Structures Fund	Window shade repair parts for Finance Dept.	\$19.44
THE HOME DEPOT - Total For Buildings & Structures Fund			\$59.32
THE HOME DEPOT	Fire-EMS Training	Material for a forcible entry door	\$109.17
THE HOME DEPOT - Total For Fire-EMS Training			\$109.17
THE HOME DEPOT	Hogadon - Operations	Storage rack lodge	\$558.00
THE HOME DEPOT - Total For Hogadon - Operations			\$558.00
THE HOME DEPOT	Human Resources	Power cord bought at request of Jessica Hall	\$39.88
THE HOME DEPOT - Total For Human Resources			\$39.88
THE HOME DEPOT	Parks - Parks Maint.	Different flagpole lights at Veterans Park	\$49.94
THE HOME DEPOT	Parks - Parks Maint.	Tool organizers for Jasons new truck	\$163.82
THE HOME DEPOT	Parks - Parks Maint.	Flagpole lights at Veterans Park that later we	\$49.94
THE HOME DEPOT	Parks - Parks Maint.	2x4 for Veterans Park and a screwdriver	\$20.53
THE HOME DEPOT	Parks - Parks Maint.	Return of wrong flag pole lights	(\$49.94)
THE HOME DEPOT - Total For Parks - Parks Maint.			\$234.29
THE HOME DEPOT	Weed & Pest Fund	supplies for work bench	\$23.43
THE HOME DEPOT	Weed & Pest Fund	lumber for work bench	\$148.69
THE HOME DEPOT - Total For Weed & Pest Fund			\$172.12

<b>THE HOME DEPOT - ALL DEPARTMENTS</b>	<b>\$1,172.78</b>
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## THE SOLID WASTE ASSO

THE SOLID WASTE ASSO	Balefill	Annual Membership SWANA JCKIRK	\$290.00
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<i>THE SOLID WASTE ASSO - Total For Balefill</i>			<i>\$290.00</i>
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<b>THE SOLID WASTE ASSO - ALL DEPARTMENTS</b>	<b>\$290.00</b>
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## THE UPS STORE

THE UPS STORE	Golf - Operations	Shipping Merch Back	\$273.17
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<i>THE UPS STORE - Total For Golf - Operations</i>			<i>\$273.17</i>
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<b>THE UPS STORE - ALL DEPARTMENTS</b>	<b>\$273.17</b>
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## THE WASH LLC

THE WASH LLC	Police Administration	Car washes	\$9.43
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THE WASH LLC	Police Administration	Car wash	\$78.03
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<i>THE WASH LLC - Total For Police Administration</i>			<i>\$87.46</i>
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<b>THE WASH LLC - ALL DEPARTMENTS</b>	<b>\$87.46</b>
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## THIRTY THREE MILE RO

THIRTY THREE MILE RO	Sewer Wastewater Collection Monthly water usage - Nov. & Dec. 2022	\$78.64
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<i>THIRTY THREE MILE RO - Total For Sewer Wastewater Collection</i>		<i>\$78.64</i>
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<b>THIRTY THREE MILE RO - ALL DEPARTMENTS</b>	<b>\$78.64</b>
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## TOMAHAWK LIVE TRAP

TOMAHAWK LIVE TRAP	Metro Animal Control	SPORTING GOODS STORES	\$315.00
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<i>TOMAHAWK LIVE TRAP - Total For Metro Animal Control</i>			<i>\$315.00</i>
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<b>TOMAHAWK LIVE TRAP - ALL DEPARTMENTS</b>	<b>\$315.00</b>
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## TOP OFFICE PRODUCTS

TOP OFFICE PRODUCTS	WWTP Operations	Copy Charge - December 2022	\$143.60
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<i>TOP OFFICE PRODUCTS - Total For WWTP Operations</i>			<i>\$143.60</i>
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<b>TOP OFFICE PRODUCTS - ALL DEPARTMENTS</b>	<b>\$143.60</b>
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## TOWN OF MILLS

TOWN OF MILLS	Police State Grants	Equitable Sharing Check For DCI #2022-0350	\$105.00
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<i>TOWN OF MILLS - Total For Police State Grants</i>			<i>\$105.00</i>
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<b>TOWN OF MILLS - ALL DEPARTMENTS</b>	<b>\$105.00</b>
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## TRACKIMO INC

TRACKIMO INC	Police Administration	COMPUTERS,COMPUTER PERIPHERAL EQUIP	\$49.99
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<i>TRACKIMO INC - Total For Police Administration</i>			<i>\$49.99</i>
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<b>TRACKIMO INC - ALL DEPARTMENTS</b>	<b>\$49.99</b>
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## TRACTOR SUPPLY CO

TRACTOR SUPPLY CO	Fire-EMS Operations	Station Supplies	\$75.45
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<i>TRACTOR SUPPLY CO - Total For Fire-EMS Operations</i>			<i>\$75.45</i>
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TRACTOR SUPPLY CO	Water Distribution	Propane for Service Trucks - Vehicle Supplies	\$20.47
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<i>TRACTOR SUPPLY CO - Total For Water Distribution</i>			<i>\$20.47</i>
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<b>TRACTOR SUPPLY CO - ALL DEPARTMENTS</b>	<b>\$95.92</b>
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## TRANSUNION RISK AND

TRANSUNION RISK AND	Police Administration	Acct #220805	\$202.80
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<i>TRANSUNION RISK AND - Total For Police Administration</i>			<i>\$202.80</i>
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<b>TRANSUNION RISK AND - ALL DEPARTMENTS</b>	<b>\$202.80</b>
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## TRI STATE OIL RECLAI

TRI STATE OIL RECLAI	Balefill - Diversion & Special	Used oil for recycling	\$100.00
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<i>TRI STATE OIL RECLAI - Total For Balefill - Diversion &amp; Special</i>			<i>\$100.00</i>
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<b>TRI STATE OIL RECLAI - ALL DEPARTMENTS</b>	<b>\$100.00</b>
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## TST CHEYENNE RIB AN

TST CHEYENNE RIB AN	Fire-EMS Training	Meal while in Cheyenne for RERT/VG Trainin	\$19.03
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TST CHEYENNE RIB AN - Total For Fire-EMS Training			\$19.03
<b>TST CHEYENNE RIB AN - ALL DEPARTMENTS</b>			<b>\$19.03</b>
<b>TST CITY BREW COFFE</b>			
TST CITY BREW COFFE	Fire-EMS Training	Coffee for BC assessment center	\$43.08
TST CITY BREW COFFE - Total For Fire-EMS Training			\$43.08
<b>TST CITY BREW COFFE - ALL DEPARTMENTS</b>			<b>\$43.08</b>
<b>TST Eggingtons</b>			
TST Eggingtons	City Council	Breakfast Meeting	\$112.23
TST Eggingtons - Total For City Council			\$112.23
TST Eggingtons	Fire-EMS Training	Meal for BC assessors	\$150.00
TST Eggingtons - Total For Fire-EMS Training			\$150.00
<b>TST Eggingtons - ALL DEPARTMENTS</b>			<b>\$262.23</b>
<b>TST WYOMING RIB</b>			
TST WYOMING RIB	City Manager	Lunch meeting	\$47.23
TST WYOMING RIB - Total For City Manager			\$47.23
TST WYOMING RIB	Fire-EMS Training	BC Testing Assessor Dinner	\$92.70
TST WYOMING RIB - Total For Fire-EMS Training			\$92.70
<b>TST WYOMING RIB - ALL DEPARTMENTS</b>			<b>\$139.93</b>
<b>TW ENTERPRISES INC</b>			
TW ENTERPRISES INC	Fleet Maintenance Fund	20210 INSTALL RADIATOR & NEW TURBO	\$10,572.08
TW ENTERPRISES INC - Total For Fleet Maintenance Fund			\$10,572.08
<b>TW ENTERPRISES INC - ALL DEPARTMENTS</b>			<b>\$10,572.08</b>
<b>UBER TRIP</b>			
UBER TRIP	Fire-EMS Training	Transportation for RERT/VG Training	\$5.00
UBER TRIP	Fire-EMS Training	Transportation for RERT/VG Training	\$1.00
UBER TRIP	Fire-EMS Training	Transportation for RERT/VG training.	\$3.00
UBER TRIP	Fire-EMS Training	Transportation for RERT/VG training	\$14.91

UBER TRIP	Fire-EMS Training	Transportation for RERT/VG Training	\$9.94
UBER TRIP	Fire-EMS Training	Transportation for RERT/VG Training	\$16.95
UBER TRIP	Fire-EMS Training	Transportation for RERT/VG Training	\$10.96
<i>UBER TRIP - Total For Fire-EMS Training</i>			<i>\$61.76</i>
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$16.95
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$9.91
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$12.96
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$45.95
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$8.96
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$8.97
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$16.93
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$9.95
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$8.90
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$11.98
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$12.99
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$12.92
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$5.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$8.92
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$13.98
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$9.95
<i>UBER TRIP - Total For Police Career Services</i>			<i>\$242.22</i>
<b>UBER TRIP - ALL DEPARTMENTS</b>			<b>\$303.98</b>

## UBER TRIP

UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$8.90
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00

UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$8.94
<i>UBER TRIP - Total For Police Career Services</i>			<i>\$23.84</i>
<b>UBER TRIP - ALL DEPARTMENTS</b>			<b>\$23.84</b>

## ULINE SHIP SUPPLIE

ULINE SHIP SUPPLIE	Police Investigations	CATALOG MERCHANTS	\$218.65
<i>ULINE SHIP SUPPLIE - Total For Police Investigations</i>			<i>\$218.65</i>
<b>ULINE SHIP SUPPLIE - ALL DEPARTMENTS</b>			<b>\$218.65</b>

## UNIFORMS 2 GEAR

UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	\$154.52
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	\$255.78
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	\$154.52
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	\$109.26
<i>UNIFORMS 2 GEAR - Total For Police Career Services</i>			<i>\$674.08</i>
<b>UNIFORMS 2 GEAR - ALL DEPARTMENTS</b>			<b>\$674.08</b>

## UNITED 0162449669

UNITED 0162449669	Police Career Services	UNITED AIRLINES	\$284.10
<i>UNITED 0162449669 - Total For Police Career Services</i>			<i>\$284.10</i>
<b>UNITED 0162449669 - ALL DEPARTMENTS</b>			<b>\$284.10</b>

## UNITED 0162450837

UNITED 0162450837	Police Career Services	UNITED AIRLINES	\$477.20
<i>UNITED 0162450837 - Total For Police Career Services</i>			<i>\$477.20</i>
<b>UNITED 0162450837 - ALL DEPARTMENTS</b>			<b>\$477.20</b>

## UNITED 0162453676

UNITED 0162453676	Police Career Services	UNITED AIRLINES	\$727.20
UNITED 0162453676	Police Career Services	UNITED AIRLINES	\$727.20
<i>UNITED 0162453676 - Total For Police Career Services</i>			<i>\$1,454.40</i>

<b>UNITED 0162453676 - ALL DEPARTMENTS</b>	<b>\$1,454.40</b>
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## UNITED 0162455023

UNITED 0162455023	Police Career Services	UNITED AIRLINES-Travel Mental Health Gran	\$556.25
UNITED 0162455023	Police Career Services	UNITED AIRLINES-Travel Mental Health Gran	\$556.25
UNITED 0162455023 - Total For Police Career Services			\$1,112.50
<b>UNITED 0162455023 - ALL DEPARTMENTS</b>			<b>\$1,112.50</b>

## UNITED 0162455059

UNITED 0162455059	Police Career Services	UNITED AIRLINES-Travel Mental Health Gran	\$423.20
UNITED 0162455059 - Total For Police Career Services			\$423.20
<b>UNITED 0162455059 - ALL DEPARTMENTS</b>			<b>\$423.20</b>

## UPSLOPE MEDIA

UPSLOPE MEDIA	Sewer Stormwater	stormwater quiz cinema ad	\$1,350.00
UPSLOPE MEDIA	Sewer Stormwater	Stormwater Quiz Cinema Ad	\$1,850.00
UPSLOPE MEDIA	Sewer Stormwater	Stormwater Quiz Cinema Ad	\$1,800.00
UPSLOPE MEDIA - Total For Sewer Stormwater			\$5,000.00
UPSLOPE MEDIA	Sewer Wastewater Collection	Cease the Grease Campaign	\$875.00
UPSLOPE MEDIA - Total For Sewer Wastewater Collection			\$875.00
UPSLOPE MEDIA	WWTP Operations	Cease the Grease Campaign	\$875.00
UPSLOPE MEDIA - Total For WWTP Operations			\$875.00
<b>UPSLOPE MEDIA - ALL DEPARTMENTS</b>			<b>\$6,750.00</b>

## URGENT CARE OF CASPE

URGENT CARE OF CASPE	Property Insurance Fund	December 2022 Pre-Employment & Random	\$2,073.00
URGENT CARE OF CASPE - Total For Property Insurance Fund			\$2,073.00
<b>URGENT CARE OF CASPE - ALL DEPARTMENTS</b>			<b>\$2,073.00</b>

## US KIDS GOLF LLC

US KIDS GOLF LLC	Golf	Merchandise	\$1,066.30
US KIDS GOLF LLC - Total For Golf			\$1,066.30

**US KIDS GOLF LLC - ALL DEPARTMENTS****\$1,066.30****USPS PO 5715580945**

USPS PO 5715580945	City Attorney	POSTAGE STAMPS	\$14.44
<i>USPS PO 5715580945 - Total For City Attorney</i>			<i>\$14.44</i>
USPS PO 5715580945	City Manager	Certified mail	\$9.17
<i>USPS PO 5715580945 - Total For City Manager</i>			<i>\$9.17</i>

**USPS PO 5715580945 - ALL DEPARTMENTS****\$23.61****USPS PO 5762700491**

USPS PO 5762700491	Water Distribution	Postage Stamps forr4 Backflow Letters - Post	\$480.00
<i>USPS PO 5762700491 - Total For Water Distribution</i>			<i>\$480.00</i>

**USPS PO 5762700491 - ALL DEPARTMENTS****\$480.00****VCN NATRONAREALESTAT**

VCN NATRONAREALESTAT	Community Development	GOVERNMENT SERVICES NOT ELSEWHERE CL	\$168.94
<i>VCN NATRONAREALESTAT - Total For Community Development</i>			<i>\$168.94</i>

**VCN NATRONAREALESTAT - ALL DEPARTMENTS****\$168.94****VEOLIA ES TECHNICAL**

VEOLIA ES TECHNICAL	Balefill - Diversion & Special	Hazardous Waste Shipment & Final Disposal	\$11,004.62
VEOLIA ES TECHNICAL	Balefill - Diversion & Special	Hazardous Waste Shipment & Final Disposal	\$13,561.17
VEOLIA ES TECHNICAL	Balefill - Diversion & Special	Hazardous Waste Shipment & Final Disposal	\$11,334.83
<i>VEOLIA ES TECHNICAL - Total For Balefill - Diversion &amp; Special</i>			<i>\$35,900.62</i>

**VEOLIA ES TECHNICAL - ALL DEPARTMENTS****\$35,900.62****VERIZON WIRELESS**

VERIZON WIRELESS	Balefill - Disposal & Landfill	Acct #64219740-00001 verizon	\$288.82
<i>VERIZON WIRELESS - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$288.82</i>
VERIZON WIRELESS	Cemetery	Acct #442204089-00001	\$160.04
<i>VERIZON WIRELESS - Total For Cemetery</i>			<i>\$160.04</i>
VERIZON WIRELESS	Fire-EMS Administration	Acct #571507176-00002	\$78.69

VERIZON WIRELESS	Fire-EMS Administration	Acct #571507176-00001	\$1,600.40
<i>VERIZON WIRELESS - Total For Fire-EMS Administration</i>			<i>\$1,679.09</i>
VERIZON WIRELESS	Public Safety Communication	Acct #465552982-00003	\$78.48
VERIZON WIRELESS	Public Safety Communication	Acct #771153835-00001	\$139.88
<i>VERIZON WIRELESS - Total For Public Safety Communications</i>			<i>\$218.36</i>
VERIZON WIRELESS	Water Distribution	Acct #542255605-00001- Communication	\$276.45
<i>VERIZON WIRELESS - Total For Water Distribution</i>			<i>\$276.45</i>
VERIZON WIRELESS	WWTP Operations	Acct #842227834-00001 Cell phone service	\$147.20
<i>VERIZON WIRELESS - Total For WWTP Operations</i>			<i>\$147.20</i>
<b>VERIZON WIRELESS - ALL DEPARTMENTS</b>			<b>\$2,769.96</b>

## VOIANCE LLC

VOIANCE LLC	Public Safety Communication	BUSINESS SERVICES NOT ELSEWHERE CLASSI	\$270.66
<i>VOIANCE LLC - Total For Public Safety Communications</i>			<i>\$270.66</i>
<b>VOIANCE LLC - ALL DEPARTMENTS</b>			<b>\$270.66</b>

## VZWRLSS IVR VB

VZWRLSS IVR VB	Golf - Operations	Cellular Service for Ipad	\$120.03
<i>VZWRLSS IVR VB - Total For Golf - Operations</i>			<i>\$120.03</i>
<b>VZWRLSS IVR VB - ALL DEPARTMENTS</b>			<b>\$120.03</b>

## WAL-MART #1617

WAL-MART #1617	Buildings & Structures Fund	New clock for Council Meeting Room - Wal	\$17.97
<i>WAL-MART #1617 - Total For Buildings &amp; Structures Fund</i>			<i>\$17.97</i>
WAL-MART #1617	Fire-EMS Training	Projector for training	\$313.97
WAL-MART #1617	Fire-EMS Training	Training materials and supplies	\$67.97
<i>WAL-MART #1617 - Total For Fire-EMS Training</i>			<i>\$381.94</i>
WAL-MART #1617	Ice Arena - Concessions	Concession Resale - Butter	\$49.80
<i>WAL-MART #1617 - Total For Ice Arena - Concessions</i>			<i>\$49.80</i>
WAL-MART #1617	Police Grants Fund	GROCERY STORES, SUPERMARKETS	\$64.88
<i>WAL-MART #1617 - Total For Police Grants Fund</i>			<i>\$64.88</i>
<b>WAL-MART #1617 - ALL DEPARTMENTS</b>			<b>\$514.59</b>

## WAL-MART #3778

WAL-MART #3778	Fire-EMS Administration	Frames for awards	\$26.35
WAL-MART #3778 - Total For Fire-EMS Administration			\$26.35
WAL-MART #3778	Human Resources	GROCERY STORES, SUPERMARKETS	\$22.37
WAL-MART #3778	Human Resources	2 packs of playing cards, 1 pack of Uno card	\$7.16
WAL-MART #3778 - Total For Human Resources			\$29.53
WAL-MART #3778 - ALL DEPARTMENTS			\$55.88

## WARD LABORATORIES

WARD LABORATORIES	River Riparian & Upland Area	Riparian area soil testing	\$850.00
WARD LABORATORIES - Total For River Riparian & Upland Areas			\$850.00
WARD LABORATORIES - ALL DEPARTMENTS			\$850.00

## WARDWELL WATER & SEW

WARDWELL WATER & SEW	RWS - Booster Stations	Monthly Water Charge - Booster Supplies	\$31.17
WARDWELL WATER & SEW - Total For RWS - Booster Stations			\$31.17
WARDWELL WATER & SEW - ALL DEPARTMENTS			\$31.17

## WEAR PARTS INC

WEAR PARTS INC	Regional Water Operations	Bolts - Hardware - Machinery Supplies	\$338.81
WEAR PARTS INC - Total For Regional Water Operations			\$338.81
WEAR PARTS INC	WWTP Operations	Hardware	\$183.08
WEAR PARTS INC - Total For WWTP Operations			\$183.08
WEAR PARTS INC - ALL DEPARTMENTS			\$521.89

## WEST PLAINS ENGINEER

WEST PLAINS ENGINEER	WWTP Operations	Design - WWC/Maintenance Bldg	\$13,500.00
WEST PLAINS ENGINEER - Total For WWTP Operations			\$13,500.00
WEST PLAINS ENGINEER - ALL DEPARTMENTS			\$13,500.00

## WEST PUBLISHING CORP



WEST PUBLISHING CORP	City Attorney	Online/Software Subscription Charges	\$865.71
<i>WEST PUBLISHING CORP - Total For City Attorney</i>			<i>\$865.71</i>
<b>WEST PUBLISHING CORP - ALL DEPARTMENTS</b>			<b>\$865.71</b>

## WESTERN STATES FIRE

WESTERN STATES FIRE	Public Safety Communication	Release of clean agent suppression system	\$620.00
<i>WESTERN STATES FIRE - Total For Public Safety Communications</i>			<i>\$620.00</i>
<b>WESTERN STATES FIRE - ALL DEPARTMENTS</b>			<b>\$620.00</b>

## WICKLANDER ZULAWSKI

WICKLANDER ZULAWSKI	Police Career Services	MANAGEMENT, CONSULTING AND PUBLIC R	(\$495.00)
WICKLANDER ZULAWSKI	Police Career Services	MANAGEMENT, CONSULTING AND PUBLIC R	\$495.00
WICKLANDER ZULAWSKI	Police Career Services	MANAGEMENT, CONSULTING AND PUBLIC R	\$515.00
WICKLANDER ZULAWSKI	Police Career Services	MANAGEMENT, CONSULTING AND PUBLIC R	\$515.00
<i>WICKLANDER ZULAWSKI - Total For Police Career Services</i>			<i>\$1,030.00</i>
<b>WICKLANDER ZULAWSKI - ALL DEPARTMENTS</b>			<b>\$1,030.00</b>

## WILMINGTON FRA

WILMINGTON FRA	Police Career Services	BUSINESS SERVICES NOT ELSEWHERE CLASSI	\$1,590.00
<i>WILMINGTON FRA - Total For Police Career Services</i>			<i>\$1,590.00</i>
<b>WILMINGTON FRA - ALL DEPARTMENTS</b>			<b>\$1,590.00</b>

## WPSG, INC.

WPSG, INC.	Fire-EMS Operations	BC Mason Helmet	\$73.83
<i>WPSG, INC. - Total For Fire-EMS Operations</i>			<i>\$73.83</i>
<b>WPSG, INC. - ALL DEPARTMENTS</b>			<b>\$73.83</b>

## WWW.BROWNELLSINC.COM

WWW.BROWNELLSINC.CO	Police Administration	SPORTING GOODS STORES	\$26.48
<i>WWW.BROWNELLSINC.COM - Total For Police Administration</i>			<i>\$26.48</i>
<b>WWW.BROWNELLSINC.COM - ALL DEPARTMENTS</b>			<b>\$26.48</b>

## WY ASSN OF MUNICIPALA

WY ASSN OF MUNICIPALA	City Council	Registration for WAM Winter Conference	\$940.00
<i>WY ASSN OF MUNICIPALA - Total For City Council</i>			<i>\$940.00</i>
WY ASSN OF MUNICIPALA	City Manager	Registration for WAM Winter Conference	\$235.00
<i>WY ASSN OF MUNICIPALA - Total For City Manager</i>			<i>\$235.00</i>
<b>WY ASSN OF MUNICIPALA - ALL DEPARTMENTS</b>			<b>\$1,175.00</b>

## WY RENOVATIONS/FAIRG

WY RENOVATIONS/FAIRG	Balefill		\$51.30
<i>WY RENOVATIONS/FAIRG - Total For Balefill</i>			<i>\$51.30</i>
<b>WY RENOVATIONS/FAIRG - ALL DEPARTMENTS</b>			<b>\$51.30</b>

## WY. LAW ENFORCEMENT

WY. LAW ENFORCEMENT	Police Career Services	Peace Officer Basic Training	\$2,992.00
<i>WY. LAW ENFORCEMENT - Total For Police Career Services</i>			<i>\$2,992.00</i>
<b>WY. LAW ENFORCEMENT - ALL DEPARTMENTS</b>			<b>\$2,992.00</b>

## WY. MACHINERY CO.

WY. MACHINERY CO.	Fleet Maintenance Fund	141485 Equipment repair	\$1,786.58
<i>WY. MACHINERY CO. - Total For Fleet Maintenance Fund</i>			<i>\$1,786.58</i>
<b>WY. MACHINERY CO. - ALL DEPARTMENTS</b>			<b>\$1,786.58</b>

## WYOMING DEPT OF TRAN

WYOMING DEPT OF TRAN	WWTP Revenue and Transfer		\$106.93
<i>WYOMING DEPT OF TRAN - Total For WWTP Revenue and Transfers</i>			<i>\$106.93</i>
<b>WYOMING DEPT OF TRAN - ALL DEPARTMENTS</b>			<b>\$106.93</b>

## WYOMING FIRST AID &

WYOMING FIRST AID &	Buildings & Structures Fund	First Aid Supplies	\$26.47
<i>WYOMING FIRST AID &amp; - Total For Buildings &amp; Structures Fund</i>			<i>\$26.47</i>

**WYOMING FIRST AID & - ALL DEPARTMENTS**

\$26.47

**WYOMING OFFICE PRODU**

WYOMING OFFICE PRODU	Fire-EMS Operations	Office chairs for St. 1	\$3,254.04
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<i>WYOMING OFFICE PRODU - Total For Fire-EMS Operations</i>			<i>\$3,254.04</i>
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**WYOMING OFFICE PRODU - ALL DEPARTMENTS**

\$3,254.04

**WYOMING WORK WAREHOU**

WYOMING WORK WAREHO	Balefill - Disposal & Landfill	OTHER CONTRACTUALS	\$180.86
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<i>WYOMING WORK WAREHOU - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$180.86</i>
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WYOMING WORK WAREHO	Metro Animal Shelter	MEN'S,WOMENS'AND CHILDREN'S UNIFORM	\$128.47
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<i>WYOMING WORK WAREHOU - Total For Metro Animal Shelter</i>			<i>\$128.47</i>
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WYOMING WORK WAREHO	Refuse - Residential	REFLECTIVE SAFETY COAT FOR JM	\$89.99
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<i>WYOMING WORK WAREHOU - Total For Refuse - Residential</i>			<i>\$89.99</i>
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**WYOMING WORK WAREHOU - ALL DEPARTMENTS**

\$399.32

**ZOLL MEDICAL CORPORA**

ZOLL MEDICAL CORPORA	Fire-EMS Operations	Battery Charger	\$1,124.00
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ZOLL MEDICAL CORPORA	Fire-EMS Operations	Monitor Strap	\$14.00
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ZOLL MEDICAL CORPORA	Fire-EMS Operations	AuoPulse Batteries	\$4,675.00
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<i>ZOLL MEDICAL CORPORA - Total For Fire-EMS Operations</i>			<i>\$5,813.00</i>
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**ZOLL MEDICAL CORPORA - ALL DEPARTMENTS**

\$5,813.00

## CITYWIDE BILLS AND CLAIMS TOTAL

\$1,823,579.97

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

SUBMITTED BY (Finance Dir) \_\_\_\_\_ DATE \_\_\_\_\_

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DULY AUDITED BY (City Manager) \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED BY (Mayor) \_\_\_\_\_ DATE \_\_\_\_\_

CITY of CASPER, WYOMING  
BILLS and CLAIMS ADDENDUM  
Council Meeting  
01/17/23

**Additional Accounts Payable**

**12/29/22**

**Prewrits - Travel Reimbursement, Petty Cash & Unclaimed Property**

Michelle Rand - Travel Reimbursement	67.90
First Interstate Bank - Petty Cash (Customer Srvc)	300.00
First Interstate Bank - Petty Cash (Police Dept)	659.05
Wyoming State Treasurer Unclaimed Property Division - FY22 Unclaimed Property	31,415.52
	<hr/>
	32,442.47



**01/05/23**

**Prewrits - Travel Reimbursements & Petty Cash**

Sarah Boyle - Travel Reimbursement	160.00
Sean Orszulak - Travel Reimbursement	363.00
First Interstate Bank - Petty Cash (Municipal Court)	40.00
	<hr/>
	563.00

<b>Total Additional AP</b>	<b><u><u>\$ 33,005.47</u></u></b>
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January 12, 2023

MEMO TO: J. Carter Napier, City Manager   
FROM: Liz Becher, Community Development Director   
SUBJECT: Establish Public Hearing for the Ordinance Amending Chapter 17.08 of the Casper Municipal Code pertaining to the definition of flag lots.

Meeting Type & Date:

Regular Council Meeting, January 17, 2023

Action Type:

Minute action, establishing date of public hearing

Recommendation:

That Council, by minute action, establish February 7, 2023 as the date of public hearing for consideration of an Ordinance Amending Chapter 17.08 of the Casper Municipal Code pertaining to the definition of flag lots.

Summary:

Section 17.08.010 of the Municipal Code requires the “flagpole” portion of a “flag lot” to be a minimum of twenty-four (24) feet in width, which was originally based on the width of a two-way, commercial drive aisle consisting of two (2), twelve (12) foot wide lanes. Residential properties do not require two (2) independent aisles for ingress and egress, and can function adequately with a single, twelve (12) foot wide lane. Amending the definition of “flagpole” found in the Municipal Code to reduce the necessary size of the flagpole portion of residential flag lots to a minimum of twelve (12) feet would be consistent with the requirements for residential properties ingress and egress.

At a work session held on January 10, 2023, the City Council provided direction to move forward with the Ordinance amendment with the added stipulation that it be revised to state the twelve (12) foot minimum width would pertain to single-unit, residential properties in the R-1 (Residential Estate) and R-2 (One Unit Residential) zoning districts only.

Financial Considerations:

Not applicable

Oversight/Project Responsibility:

Community Development Department – Planning Division

Attachments:

None

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 17.08 OF THE  
CASPER MUNICIPAL CODE PERTAINING TO THE  
DEFINITION OF FLAG LOTS

WHEREAS, in order to prevent landlocked parcels, Section 16.16.020 of the Casper Municipal Code requires that all platted lots have frontage on a public street; and,

WHEREAS, a “flag lot” is a lot configured, or shaped like a flag and pole, the purpose of which is for the “pole” portion of the flag lot to provide access to a public street for properties that sit back away from the street, often behind other lots that could block legal access to the parcel; and,

WHEREAS, based on the definition of “Flagpole,” in reference to a “flag lot,” found in Section 17.08.010 of the Municipal Code, the flagpole portion of a flag lot is required to be a minimum of twenty-four (24) feet in width, which was originally based on the width of a two-way, commercial drive aisle consisting of two (2), twelve (12) foot wide lanes; and,

WHEREAS, residential properties do not require two (2) independent aisles for ingress and egress, and can function adequately with a single, twelve (12) foot wide driveway; and,

WHEREAS, it is the desire of the Casper City Council to amend the definition of “flagpole” found in Chapter 17.08 of the Municipal Code to reduce the necessary size of the flagpole portion of residential flag lots to a minimum of twelve (12) feet.

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

SECTION 1:

That the definition of “Flagpole” found in Section 17.08.010 of the Casper Municipal Code is hereby amended to read as follows:

“Flagpole” in reference to a “flag lot,” means a strip of land, a minimum of twenty-four feet in width, connecting the widest area of a “flag lot” to the public right-of-way, and may be used as the means of access. **THE MINIMUM WIDTH OF A FLAGPOLE FOR SINGLE-UNIT, RESIDENTIAL PROPERTIES IN THE R-1 (RESIDENTIAL ESTATE) AND R-2 (ONE UNIT RESIDENTIAL) ZONING DISTRICTS, IS TWELVE FEET.**

SECTION 2:

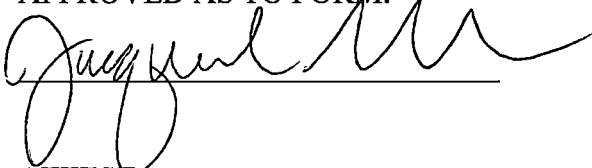
This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

PASSED on 2nd reading the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the  
day of \_\_\_\_\_, 202\_\_.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation


\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor



January 12, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Liz Becher, Community Development Director 

SUBJECT: Establish Public Hearing for the Ordinance Amending Chapter 17.56 of the Casper Municipal Code to reduce the minimum front yard setback requirement in the PH (Park Historic) zoning district.

Meeting Type & Date:

Regular Council Meeting, January 17, 2023

Action Type:

Minute action, establishing date of public hearing

Recommendation:

That Council, by minute action, establish February 7, 2023 as the date of public hearing for consideration of an Ordinance Amending Chapter 17.56 of the Casper Municipal Code to reduce the minimum front yard setback requirement in the PH (Park Historic) zoning district.

Summary:

Section 17.56.030 of the Municipal Code requires minimum front-yard setback in the PH (Park Historic) zoning district be thirty feet (30'). At their December 8, 2022 meeting, the City of Casper Planning and Zoning Commission recommended a proposed Municipal Code text amendment to reduce the minimum front-yard setback requirement in the PH (Park Historic) zoning district from thirty feet (30') to fifteen feet (15'). It was determined that such reduction would not adversely affect the health or safety of the public, would provide adequate room along property frontages for the extension of necessary utilities, and would increase the usable area of publicly-owned properties throughout the City of Casper.

At a work session held on January 10, 2023, the City Council provided direction to move forward with the Ordinance amendment.

Financial Considerations:

Not applicable

Oversight/Project Responsibility:

Community Development Department – Planning Division

Attachments:

None

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING SECTION 17.56.030 OF THE  
CASPER MUNICIPAL CODE TO REDUCE THE MINIMUM  
FRONT YARD SETBACK REQUIREMENT IN THE PH (PARK  
HISTORIC) ZONING DISTRICT

WHEREAS, the City of Casper Planning and Zoning Commission recommended a proposed Municipal Code text amendment to reduce the minimum front-yard setback requirement in the PH (Park Historic) zoning district from thirty feet (30') to fifteen feet (15') following their December 8, 2022 meeting; and,

WHEREAS, a reduction in the minimum front-yard setback requirement from thirty feet (30') to fifteen feet (15') will not adversely affect the health or safety of the public, and will provide adequate room along property frontages for the extension of necessary utilities; and,

WHEREAS, a reduction in the minimum front-yard setback will increase the usable area of publicly-owned properties throughout the City of Casper; and,

WHEREAS, it is the desire of the Casper City Council to amend Section 17.56.030 of the Casper Municipal Code to reduce the minimum front-yard setback in the PH (Park Historic) zoning district from thirty feet (30') to fifteen feet (15'), as recommended by the Planning and Zoning Commission.

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

SECTION 1:

That Section 17.56.030(A)(1) of the Casper Municipal Code is hereby amended to reduce the minimum front-yard setback in the PH (Park Historic) zoning district, to read as follows:

A. Yard Requirements.

1. ~~Other than schools,~~ no building shall be located less than ~~thirty~~ **FIFTEEN** feet from the right-of-way of any public road.

SECTION 2:

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

PASSED on 1st reading the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

PASSED on 2nd reading the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the  
day of \_\_\_\_\_, 202\_\_.

APPROVED AS TO FORM:




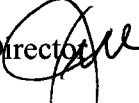
ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Mayor

January 11, 2023

MEMO TO: J. Carter Napier, City Manager   
FROM: Jill Johnson, Financial Services Director   
SUBJECT: Amendment to the Fiscal Year 2023 Budget

**Meeting Type & Date**

Regular Council Meeting, January 17, 2023

**Action Type**

Public Hearing  
Resolution

**Recommendation**

That Council, by Resolution, authorize an amendment to the Fiscal Year 2023 Budget.

**Summary**

The Municipal Budget Act, Section 16-4-108, prohibits the expenditure or encumbrance of any money in excess of the amounts provided in the budget for each department. To comply with this requirement, City Council may authorize an adjustment of budgets.

**Financial Considerations**

Total net impact (after application of unanticipated revenues and transfers) to various funds is (\$2,239,098) shown as follows:

General Fund:	(\$	114,314)
Perpetual Care Fund:	\$	7,200
Weed and Pest	\$	3,304
Transit Fund:	(\$	117,516)
MPO Fund:	(\$	11,704)
Public Safety Communications Center Fund:	(\$	124,028)
Capital Fund:	\$	783,982
Water Fund:	(\$	967,802)
Sewer Fund:	(\$	654,821)
WWTP Fund:	\$	118,813
Refuse Fund:	\$	742,021
Balefill Fund:	(\$	1,889,051)
Golf Fund:	\$	7,018
Hogadon Fund:	(\$	15,000)
Buildings & Structures Fund:	(\$	7,200)

A detailed listing of all transactions comprising the proposed amendment can be found in the attachment.

**Oversight/Project Responsibility**

Jill Johnson, Financial Services Director

**Attachments**

Budget Amendment #2 Resolution

Budget Amendment Detail

# RESOLUTION NO. 23-5

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2023					
(Second AMENDMENT TO THE ORIGINAL ADOPTED BUDGET)					
Section 1. The originally adopted Fiscal Year 2023 budget is amended as set out herein and in the detail by fund type and activity that supports this resolution.					
		Current Budget As Amended	Amendment BA #2	Current Budget As Amended	Amendment #2 Funding Source(s)
<b>General Fund Revenues &amp; Other Financing Sources</b>					
Taxes	101	39,211,449	935,690	40,147,139	Increased sales tax revenue
Licenses & Permits	101	5,845,236		5,845,236	
Intergovernmental	101	39,057		39,057	
Fines and Forfeits	101	1,285,000		1,285,000	
Charges for Services	101	4,916,373		4,916,373	
Interest	101	230,452		230,452	
Miscellaneous	101	412,576	1,920	414,496	Golf tournament reimbursement
Operating Transfers	101	1,234		1,234	
<b>Total GF Revenues and Other Sources</b>	<b>101</b>	<b>51,941,377</b>	<b>937,610</b>	<b>52,878,987</b>	
<b>General Fund Expenditures &amp; Other Financing Uses</b>					
Public Safety (502)	101	27,752,055	325,165	28,077,220	Increased sales tax revenue
Public Works (503)	101	4,244,817	39,467	4,284,284	Increased sales tax revenue & unassigned cash
Health and Social Services (504)	101	1,341,981		1,341,981	
Culture and Recreation (505)	101	3,505,919	22,977	3,528,896	Increased sales tax revenue
General Government (501)	101	10,874,140	156,004	11,030,144	Increased sales tax revenue & unassigned cash
Transfers Out	101	10,493,619	279,683	10,773,302	Increased sales tax revenue & unassigned cash
<b>Total GF Activity Expenditures</b>	<b>101</b>	<b>58,212,531</b>	<b>823,296</b>	<b>59,035,827</b>	
<b>Business Type / Enterprises</b>					
Opportunities Fund	102	1,189,512		1,189,512	
Perpetual Care	103	331,606		331,606	
Local Assessment Districts	104	489,618		489,618	
Metro Animal Shelter	105	1,651,755	10,728	1,662,483	Increased sales tax revenue
River Fund	106	7,278,550		7,278,550	
Care Act Fund	107	111,550		111,550	
Weed & Pest	110	725,615	3,304	728,919	Fund reserves
CDBG	111	0	1,250,000	1,250,000	Reimbursed by grants
Special Fire Assistance	112	461,073	109,000	570,073	Reimbursed by grants
Revolving Land Fund	113	690,295		690,295	
Police Grants	114	222,509	31,344	253,853	Increased sales tax revenue & grant reimbursements
Public Transit	115	4,403,441	15,144	4,418,585	Increased sales tax revenue & transfer from Capital Fund
MPO	116	1,561,668	(117,657)	1,444,001	Expenditure reduction & increase sales tax revenue
PSCC	117	3,098,591	(98,286)	3,000,305	Expenditure reduction & increase sales tax revenue
Redevelop Loan Fund	130	63,157		63,157	
Capital Projects	150	43,708,188	963,392	44,671,580	One Cent 16, unassigned cash, & General Fund transfer
Water	201	21,411,722	(141,292)	21,270,430	Expenditure reduction & unassigned cash
CWR Water System	202	3,830,789	18,346	3,849,135	Reimbursement from CWRWS
Sewer	203	10,179,861	16,538	10,196,399	Unassigned cash
WWTP	204	17,379,204	118,813	17,498,017	Unassigned cash
Refuse Collection	205	11,060,767	643,121	11,703,888	Unassigned cash
Balefill	206	17,162,184	144,078	17,306,262	Unassigned cash
Aquatics	221	1,224,376	4,299	1,228,675	Transfer in from General Fund
Golf Course	222	1,072,314	7,018	1,079,332	Unassigned cash
Ice Arena	223	595,453	2,559	598,012	Transfer in from General Fund
Casper Recreation Center	224	1,217,324	6,887	1,224,211	Transfer in from General Fund
Hogadon	225	1,030,949	7,270	1,038,219	Transfer in from General Fund
Casper Events Center	226	1,134,354		1,134,354	
Parking	227	50,587		50,587	
Fleet Maintenance	251	3,417,927	14,961	3,432,888	Interdepartmental billings
Buildings & Structures	252	1,555,914	12,419	1,568,333	Interdepartmental billings
Employee Health Insurance	253	417,324		417,324	
Property and Liability Insurance	254	2,366,989	5,675	2,372,664	Interdepartmental billings
<b>Total Gov Activities &amp; Business Expenditures</b>		<b>219,307,697</b>	<b>3,850,947</b>	<b>223,158,644</b>	

The Governing Body of the City of Casper hereby approves and adopts this "Second Amendment" to the fiscal year 2022-23 original adopted budget.

Passed this 17th day of January, 2023

Approved as-to form

CITY OF CASPER, WYOMING  
A Municipal Corporation

ATTEST

Fleur Tremel, City Clerk

Bruce Knell, Mayor

## Attachment C

FY '23 BUDGET AMENDMENT #2 DETAIL

	<u>FUNDING REQUESTED</u>	<u>NEW OR OFFSETTING REVENUES</u>	<u>DESCRIPTION</u>	<u>FUNDING SOURCE</u>
<b><u>GENERAL FUND (101)</u></b>				
<b>Revenues</b>				
Sales Tax		(935,690)	Increased salaries related to Cost of Living Adjustment.	Increased sales tax revenue
Total GF Revenues	-	(935,690)		
<b>General Government (501)</b>				
Wages and Taxes	130,716		Increased salaries related to Cost of Living Adjustment.	Increased sales tax revenue
Wages and Taxes	23,419		Increased salaries cost related to employee contract change - includes retro pay	unassigned cash
Abatements	(2,200)		Moving abatements costs to cover overage of vehicle purchased	unassigned cash
City Events	1,920	(1,920)	Costs related to City Golf Event	Paid for by employees attending
General Supplies and Materials	1,624		Increased materials and supplies costs due to inflation	unassigned cash
Printage and Posting	525		Wyoming Statue change impacting requirments for mailings	unassigned cash
Total General Government	156,004	(1,920)		
<b>Public Safety (502)</b>				
Wages and Taxes	325,165		Increased salaries related to Cost of Living Adjustment.	Increased sales tax revenue
Total Public Safety	325,165	-		
<b>Public Works (503)</b>				
Wages and Taxes	29,523		Increased salaries related to Cost of Living Adjustment.	Increased sales tax revenue
Carryover	5,248		Contingency carryover missed with BUA #1	unassigned cash
Wages and Taxes	4,696		One time bonus for employees above pay grade - Approved 8/26/2022	unassigned cash
Total Public Works	39,467	-		
<b>Culture and Recreation (505)</b>				
Wages and Taxes	22,977		Increased salaries related to Cost of Living Adjustment.	Increased sales tax revenue
Total Culture and Recreation	22,977	-		
<b>General fund (transfer out)</b>				
Transfer out	177,210		Transfer to Capital Fund - Purchase of Bearcat vehicle	unassigned cash
Transfer out	85,273		Transfer to other funds based on Cost of Living Adjustment	increased sales tax revenue
Transfer out	15,000		Increase in subsidy needed for Hogadon. Related to Budget Amendment #1	unassigned cash
Transfer out	2,200		Transfer to Capital Fund - Increase in Vehicle cost	unassigned cash
Total General Fund transfer out	279,683	-		
<b>Perpetual Care(103)</b>				
Wages and Taxes		7,200	Revenue reclassified to fund 252	N/A
Total Perpetual Care Fund	-	7,200		
<b>Metro Animal Shelter(105)</b>				
Wages and Taxes	10,728	(10,728)	Increased salaries related to Cost of Living Adjustment.	Increased sales tax revenue
Total Metro Animal Shelter Fund	10,728	(10,728)		
<b>Weed and Pest (110)</b>				
Wages and Taxes	3,304		Increased salaries related to Cost of Living Adjustment.	Fund Reserves
Total Weed and Pest Fund	3,304	-		
<b>CDBG (111)</b>				
Other Contractual	1,250,000	(1,250,000)	Expences related to two new CDBG Grants	100% Grant Funded
Total CDBG Fund	1,250,000	(1,250,000)		

	<u>FUNDING REQUESTED</u>	<u>NEW OR OFFSETTING REVENUES</u>	<u>DESCRIPTION</u>	<u>FUNDING SOURCE</u>
<b>Special Fire Assistants (112)</b>				
Light Equipment	109,000	(109,000)	Purchase of Crew Cab Chassis reimbursed by grant	100% Grant Funded
Total Special Fire Assistance Fund	109,000	(109,000)		
<b>Police Grants Fund (114)</b>				
Light Equipment	30,000	(30,000)	Purchase of bomb detection dog that is reimbursed by a grant	100% Grant Funded
Wages and Taxes	1,344	(1,344)	Increased salaries related to Cost of Living Adjustment.	Transfer in from General Fund
Total Police Grants Fund	31,344	(31,344)		
<b>Public Transit (115)</b>				
Wages and Taxes	21,860	(21,860)	Increased salaries related to Cost of Living Adjustment.	Transfer in from General Fund
Light Equipment	(6,716)		Reduction in cost of vehicle purchased	N/A
Transfer in		(110,800)	Transfer in from Capital Fund related to capital purchases	Transfer in from Capital Fund
Total Transit Fund	15,144	(132,660)		
<b>MPO (116)</b>				
Federal Grants	(122,251)	110,547	Reduction of expenditure budget to follow allowable Grant reimbursements	N/A
Wages and Taxes	4,584	(4,584)	Increased salaries related to Cost of Living Adjustment.	Transfer in from General Fund
Total MPO Fund	(117,667)	105,963		
<b>Public Safety Communications Center (117)</b>				
Wages and Taxes	25,742	(25,742)	Increased salaries related to Cost of Living Adjustment.	Transfer in from General Fund
Reduction	(124,028)		Reduction of expenses carried over in BUA #1 and no longer needed	N/A
Total PSCC Fund	(98,286)	(25,742)		
<b>Capital Fund (150)</b>				
Improvements other than building	582,500		\$462,500 Carrying over FY22 budget related to Center Street Underpass missed in BUA #1 and 120,000 of additional costs related to this project	One Cent 16 & capital reserves
Carryover	285,108		Contingency carryover missed with BUA #1	unassigned cash
Light Equipment	177,210	(177,210)	Purchase of Bearcat vehicle	Transferred in from General Fund - unassigned cash
Transfer Out	110,800		Transfer to Public Transit Fund	Capital reserves
Light Equipment	36,792		Increased cost related to 3 vehicle purchases	One Cent 16
Improvements Buildings	23,210		Increased cost related to Ford Wyoming Center Venting project	One Cent 16
Other Contractual	18,545		Increased cost related to trails maintenance	One Cent 16
Light Equipment	2,200	(2,200)	Transferred in from General Fund - increased vehicle cost	Transferred in from General Fund - unassigned cash
Light Equipment	1,037		Increased cost related to Golf Course freezer replacement	One Cent 16
Reduction	(274,010)		Reduction of expenses carried over in BUA #1 and no longer needed	N/A
Total Capital Fund	963,392	(179,410)		
<b>Water (201)</b>				
Wages and Taxes	33,309		Increased salaries related to Cost of Living Adjustment.	Fund Reserves
Carryover	20,000		Contingency carryover missed with BUA #1	unassigned cash
Wages and Taxes	2,348		One time bonus for employees above pay grade - Approved 8/26/2022	Unassigned cash
Reduction	(196,949)		Reduction of expenses carried over in BUA #1 and no longer needed	N/A
Revenues		(826,510)	Increased revenues caused by rate increases not included in original budget	
Total Water Fund	(141,292)	(826,510)		
<b>CWR Water System (202)</b>				
Wages and Taxes	18,346	(18,346)	Increased salaries related to Cost of Living Adjustment.	Reimbursement from CWRWS
Total CWR Water System Fund	18,346	(18,346)		





## FY '23 BUDGET AMENDMENT #2 DETAIL - Page 3

	<u>FUNDING REQUESTED</u>	<u>NEW OR OFFSETTING REVENUES</u>	<u>DESCRIPTION</u>	<u>FUNDING SOURCE</u>
<b>Sewer (203)</b>				
Wages and Taxes	12,697		Increased salaries related to Cost of Living Adjustment.	Fund Reserves
Wages and Taxes	2,348		One time bonus for employees above pay grade - Approved 8/26/2022	Unassigned cash
Carryover	1,493		Contingency carryover missed with BUA #1	unassigned cash
Revenue		(671,359)	Increased revenues caused by rate increases not included in original budget	N/A
Total Water Fund	16,538	(671,359)		
<b>Waste Water Treatment Plant (204)</b>				
Carryover	94,000		Contingency carryover missed with BUA #1	unassigned cash
Wages and Taxes	25,538		Increased salaries related to Cost of Living Adjustment.	Fund Reserves
Reduction	(725)		Reduction of expenses carried over in BUA #1 and no longer needed	N/A
Total Waste Water Treatment Plant Fund	118,813	-		
<b>Refuse (205)</b>				
Balefill tipping fees	367,200		Increase in expected balefill tipping fees over original budget	Unassigned cash
Fuel Usage	205,000		Increase in fuel expense over budgeted amounts	Unassigned cash
Wages and Taxes	40,346		Increased salaries related to Cost of Living Adjustment.	Fund Reserves
Wages and Taxes	22,025		Increased overtime expenses compared to budgeted amounts	Unassigned cash
Wages and Taxes	4,696		One time bonus for employees above pay grade - Approved 8/26/2022	Unassigned cash
Wages and Taxes	3,854		Increased cost for clothing and work boot allowance over budgeted	Unassigned cash
Revenue		98,900	Decrease in recycling commodities revenue	N/A
Total Refuse Fund	643,121	98,900		
<b>Balefill (206)</b>				
Carryover	97,000		Contingency carryover missed with BUA #1	unassigned cash
Wages and Taxes	33,957		Increased salaries related to Cost of Living Adjustment.	Fund Reserves
Wages and Taxes	11,740		One time bonus for employees above pay grade - Approved 8/26/2022	Unassigned cash
Wages and Taxes	6,134		Increased cost for clothing and work boot allowance over budgeted	Unassigned cash
Reduction	(4,753)		Reduction of expenses carried over in BUA #1 and no longer needed	N/A
Grants		(2,033,129)	Grants revenue missed during original budget	N/A
Total Balefill Fund	144,078	(2,033,129)		
<b>Aquatics (221)</b>				
Wages and Taxes	4,299	(4,299)	Increased salaries related to Cost of Living Adjustment.	Transfer in from General Fund
Total Aquatics Fund	4,299	(4,299)		
<b>Golf (222)</b>				
Wages and Taxes	7,018		Increased salaries related to Cost of Living Adjustment.	Fund Reserves
Total Golf Fund	7,018	-		
<b>Ice Arena (223)</b>				
Wages and Taxes	2,559	(2,559)	Increased salaries related to Cost of Living Adjustment.	Transfer in from General Fund
Total Ice Arena Fund	2,559	(2,559)		
<b>Casper Recreation Center (224)</b>				
Wages and Taxes	6,887	(6,887)	Increased salaries related to Cost of Living Adjustment.	Transfer in from General Fund
Total Casper Recreation Center	6,887	(6,887)		
<b>Hogadon (225)</b>				
Wages and Taxes	7,270	(7,270)	Increased salaries related to Cost of Living Adjustment.	Transfer in from General Fund
Transfer In		(15,000)	Increased transfer in related to BUA #1 increased expenses	Transfer in from General Fund
Total Hogadon	7,270	(22,270)		

FY '23 BUDGET AMENDMENT #2 DETAIL - Page 4

	<u>FUNDING REQUESTED</u>	<u>NEW OR OFFSETTING REVENUES</u>	<u>DESCRIPTION</u>	<u>FUNDING SOURCE</u>
<b>Fleet Maintenance (251)</b>				
Wages and Taxes	14,961	(14,961)	Increased salaries related to Cost of Living Adjustment.	Interdepartmental billings
Total Fleet Maintenance Center Fund	14,961	(14,961)		
<b>Buildings and Structures (252)</b>				
Wages and Taxes	12,419	(12,419)	Increased salaries related to Cost of Living Adjustment.	Interdepartmental billings
Charges for Service		(7,200)	Revenue reclassified from GF	N/A
Total Buildings and Structures Fund	12,419	(19,619)		
<b>Property and Liability Insurance (254)</b>				
Wages and Taxes	5,675	(5,675)	Increased salaries related to Cost of Living Adjustment.	Interdepartmental billings
Total Property and Liability Insurance Fund	5,675	(5,675)		
<b>Total All Funds</b>	<b>3,850,947</b>	<b>(6,090,045)</b>		
<b>Revenue (Over)/Under</b>	<b>(2,239,098)</b>			

December 23, 2022

MEMO TO: J. Carter Napier, City Manager   
FROM: Liz Becher, Community Development Director   
SUBJECT: Public Hearing for the Zone Change of the property located at 1231, 1235 and 1241 South Washington Street.

Meeting Type & Date:  
Regular Council Meeting, January 17, 2023

Action Type:  
First reading of an Ordinance, and Public Hearing

Recommendation:  
That Council, by Ordinance, approve a zone change of the property located at 1231, 1235 and 1241 South Washington Street (*Lots 294, 295 and 296, Kenwood Addition*), from zoning classification R-2 (One Unit Residential) to R-3 (One to Four Unit Residential).

Summary:  
A zone change request has been received for three (3) vacant lots on the east side of South Washington Street, located approximately mid-block between East 12<sup>th</sup> Street and Farnum Street. The subject lots are currently zoned R-2 (One Unit Residential), and the property owners have requested a change to R-3 (One to Four Unit Residential) in order to allow for the construction of multi-family structure(s). Each of the three (3) platted lots is 40'x132' in size, totaling 5,280 square feet in area. Based on the minimum lot size requirement of 1,500 square feet per dwelling unit in the R-3 (One to Four Unit Residential) zoning district, each lot could support a maximum of three (3) units per platted lots. In comparison, under the existing R-2 (One Unit Residential) zoning of the property, a maximum of three (3) dwelling units could be constructed (1 per platted lot).

Existing zoning in the immediate area is as follows:

- North – R-2 (One Unit Residential);
- South – R-2 (One Unit Residential);
- Northeast – C-2 (General Business);
- Northwest – R-4 (High Density Residential).

Existing land uses in the surrounding area, south of East 12<sup>th</sup> Street, are primarily single-family residential, with the exception of a church and drive through coffee shop located to the northeast and a church located to the northwest.

Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the

Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported. The Comprehensive Land Use Plan is the City's land use and development policy document that describes the values and ideals expressed by the community for its future following an exhaustive public input process. Chapter Three (3) of the Plan provides Visions, Principles, Goals and Implementation Strategies. Applicable elements to this zone change request are as follows:

- ECH1-4 – Housing Space: Promote land use patterns that provide adequate housing of all types, supported by integrated parks and services.
- ECH1-5 – Fair Housing: Provide a range of attainable and affordable housing throughout the community with equal access to fair housing.
- ECH2-2 – Downtown Rising: Prioritize infill development within the core of the community, and the transition of vacant, underutilized properties, and buildings to public spaces, residential and commercial development.
- UQL2-4 – Community Housing: Implement land use changes that encourage diverse housing options and affordability by integrating the latest tools, incentives, and code options.

The Generation Casper Comprehensive Plan also provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The FLU designates the desired future use of the subject property as “Neighborhood 3.” Page 4-31 of the Plan provides general characteristics of areas designated as a “Neighborhood 3,” which are described as higher density neighborhoods near commercial centers and major corridors. Multi-family dwellings, including duplexes, are specifically listed as being appropriate, primary uses; therefore, a rezone of the area to R-3 (One to Four Unit Residential) would be in keeping with the guidance provided by the Future Land Use Plan for the subject area.

For the Council's reference regarding allowable land uses, the Municipal Code provides for the following permitted uses under R-3 (One to Four Unit Residential) zoning:

- A. Conventional site-built single-family dwellings and manufactured homes with siding material consisting of wood or wood products, stucco, brick, rock, or horizontal lap wood, steel or vinyl siding;
- B. Conventional site-built and modular two-family dwellings;
- C. Conventional site-built and modular **multifamily dwellings** consisting of not over four individual dwelling units;
- D. Conventional site-built and modular condominiums for residential use consisting of not over four individual dwelling units;

- E. Conventional site-built and modular townhomes for residential use consisting of not over four individual dwelling units;
- F. Day-care, adult;
- G. Family child care home;
- H. Reserved;
- I. Parking lots;
- J. Public utility and public service installations and facilities, excluding business offices and repair and storage facilities;
- K. Other uses compatible with the intent of this district as determined by the commission, with the exception of gaming/gambling uses as defined in this title;
- L. Grocery store;
- M. Personal service shops;
- N. Professional offices with fewer than twenty employees;
- O. Coffee shops, cafes and restaurants without drive-up windows;
- P. Sundry shops and specialty shops.

The Planning and Zoning Commission voted, unanimously, to support the zone change, as requested, after a public hearing on December 8, 2022. There was one (1) letter of opposition and five (5) citizens spoke in opposition to the zone change at the public hearing.

Financial Considerations:

Not applicable

Oversight/Project Responsibility:

Community Development Department – Planning Division

Attachments:

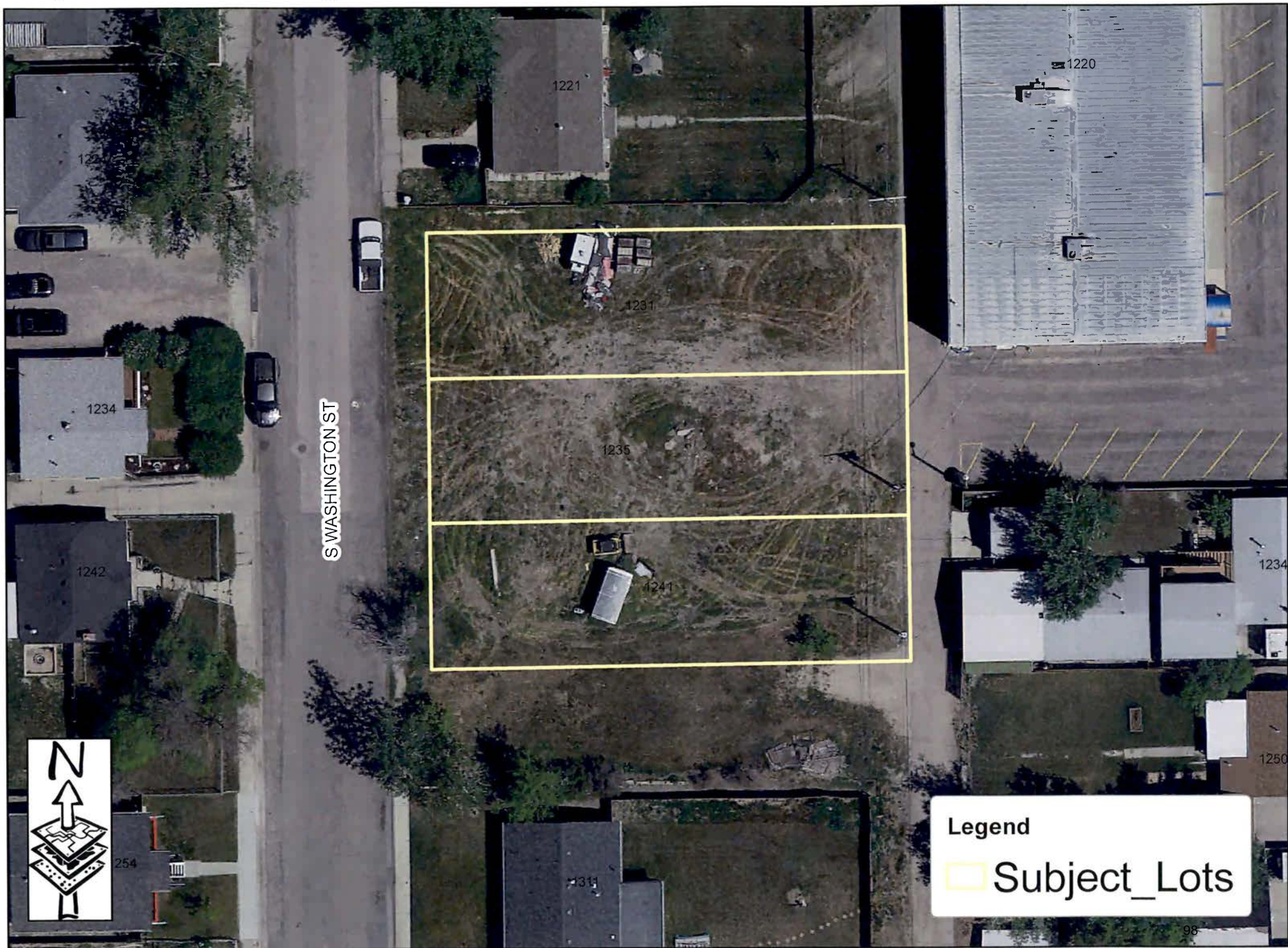
Location Map (Aerial)

Zoning Map

Ordinance



# Proposed Zone Change from R-2 to R-3





**Legend**

- Subject\_Lots
- Buildings
- General Business(C2)
- Office Business(OB)
- Planned Unit Development(PUD)
- One Unit Residential(R2)
- High-Density Residential(R4)



ORDINANCE NO. 1-23

AN ORDINANCE APPROVING A ZONE CHANGE OF THREE (3) LOTS LOCATED AT 1231, 1235 AND 1241 SOUTH WASHINGTON STREET, LOTS 294, 295 AND 296, KENWOOD ADDITION SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS, an application has been made to rezone all of the above described lots from zoning classification R-2 (One Unit Residential) to R-3 (One to Four Unit Residential); and,

WHEREAS, after a public hearing on December 8, 2022, the City of Casper Planning and Zoning Commission passed a motion recommending that City Council approve the zone change request; and,

WHEREAS, the governing body of the City of Casper finds that the above described zone change should be approved.

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

SECTION 1:

Lots 294, 295 and 296, Kenwood Addition, more commonly known as 1231, 1235 and 1241 South Washington Street, are hereby rezoned from zoning classification, R-2 (One Unit Residential) to R-3 (One to Four Unit Residential).

SECTION 2:

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

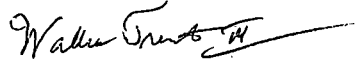
PASSED on 1st reading the \_\_\_\_ day of \_\_\_\_\_, 2023.

PASSED on 2nd reading the \_\_\_\_ day of \_\_\_\_\_, 2023.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the \_\_\_\_ day of \_\_\_\_\_ 2023.



APPROVED AS TO FORM:



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ATTEST:

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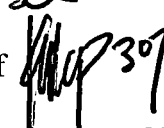
Fleur Tremel  
City Clerk

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Bruce Knell  
Mayor

January 3, 2023

MEMO TO: J. Carter Napier, City Manager   
FROM: Keith McPheeters, Police Chief   
SUBJECT: Memorandum of Understanding between Natrona County School District #1 and the City of Casper for School Resource Officer (SRO) Services

**Meeting Type & Date**

Regular Session  
January 17, 2023

**Action type**

Resolution

**Recommendation**

That Council authorize the Mayor to sign the MOU agreement between the City of Casper and Natrona County School District #1 (NCSD), which provides for SRO services within the NCSD educational system through June 30, 2027.

**Summary**

In an effort to enhance local school safety, the Casper Police Department and Natrona County School District #1 have agreed to cooperatively facilitate the following changes in the School Resources Officers Memorandum of Understanding:

- Academic Year 2022-2023 – maintain the number of SROs in the school district at six (6), which includes one (1) SRO Sergeant.
- Academic Years 2023-2024 and subsequent – increase the number of SROs in the school district to eight (8), which includes one (1) SRO Sergeant. If staffing permits, this provision may be enacted at an earlier date during the Academic Year 2022-2023. Should this increase in SRO services occur during the Academic Year 2022-2023, NCSD would reimburse the City at a *pro rata* rate commensurate with the date such services begin.
- Change the manner of NCSD's reimbursement for SRO services to reflect a standardized payment of \$84,375, per SRO and SRO Sergeant.
- Continue and maintain this pay structure through the academic year ending in June, 2027.

In exchange for these police services, Natrona County School District #1 agrees to reimburse the City of Casper in the amount of \$84,375 per SRO and SRO Sergeant.

During summer months, when calls for police services are at their traditional annual highpoint, the SROs would revert back to augment existing City of Casper Police Department patrol functions.

This mutual agreement provides for significantly enhanced school safety while also providing an increased patrol capacity during the summer months, without incurring associated personnel expenses throughout the entire year. Both the community and the schools benefit from this cooperative agreement.

#### **Financial Considerations**

If authorized to enter into the proposed MOU, the City will maintain the additional personnel expenses (heretofore allocated in previous years), which roughly approximate the salary and benefits associated with the months of the year during which NCSD is not in session for the five (5) SROs and one (1) SRO Sergeant.

Beginning in FY24 and continuing through FY27, the City will incur additional expenses associated with the addition of two (2) new SRO positions, which will constitute two (2) new, FTE positions. The City's proportionate share of the two (2) new positions will roughly approximate the salary and benefits associated with the months of the year during which NCSD is not in session, as well as the vehicle and equipment costs associated with the two (2) additional SRO positions.

#### **Oversight/Project Responsibility**

Scott Jones, Police Lieutenant  
Casper Police Department Command Staff

#### **Attachments**

Memorandum of Understanding between the City of Casper and the Natrona County School District #1

**MEMORANDUM OF UNDERSTANDING  
BETWEEN CITY OF CASPER AND NATRONA COUNTY SCHOOL DISTRICT  
CONCERNING SCHOOL RESOURCE OFFICERS**

**PARTIES**

THIS AGREEMENT, made and entered into on the date whereupon both parties sign the AGREEMENT, by and between the City of Casper, Wyoming, a municipal corporation organized under the laws of the State of Wyoming, acting by and through its political subdivision, the Casper Police Department, hereinafter referred to as the “CITY” or “DEPARTMENT” whose address is 201 North David Street, Casper, WY 82601, and the Natrona County School District #1, hereinafter referred to as the “DISTRICT” or “NCSD” whose address is 970 North Glenn Road, Casper, WY 82601.

WITNESSETH:

WHEREAS, the DISTRICT has identified the need for police services at various schools and school-related events under its control and supervision; and

WHEREAS, the CITY has a municipal police agency engaged in providing police services to the City of Casper; and

WHEREAS, the DISTRICT desires to obtain the police services of the CITY, and the CITY desires to provide said services through School Resource Officers (SROs).

NOW, THEREFORE, IN CONSIDERATION of the mutual promises and covenants hereinafter contained, the parties agree as follows:

1. This AGREEMENT is for a five (5) year term. The AGREEMENT may be **updated annually**, unless sooner terminated as provided herein. This AGREEMENT shall begin on the date on which all parties have signed the AGREEMENT and will continue through June 30, 2027. This AGREEMENT considers and includes all regular SRO services already provided by the CITY during the Academic Year of 2022-2023, for which the DISTRICT shall reimburse the CITY according to the provisions contained herein. The AGREEMENT will continue through the ensuing academic years through June 30, 2027, according to the academic year for each subsequent year as published by the DISTRICT. So as to facilitate adequate budgetary stewardship, a copy of the ensuing academic year calendar will be provided to the CITY by the DISTRICT no later than March 1st of the preceding academic year.

This AGREEMENT shall generally be in effect for 175 days of service. It does not include SRO services on NCSD holidays. The last day of this remaining five

(5) year term AGREEMENT shall be the last day of the regular 2027 academic calendar year.

The DEPARTMENT shall have no obligation under this AGREEMENT to provide SRO services to the DISTRICT at any school location during any time that such school location is closed by official action of the DISTRICT. Except as provided in this AGREEMENT, the DEPARTMENT shall have no obligation to provide SRO services to the DISTRICT, as described in this AGREEMENT, beyond the hours provided for in this AGREEMENT.

2. The CITY shall appoint a representative who shall be responsible for managing and coordinating the CITY's performance under this AGREEMENT, and shall identify this representative to the DISTRICT by name and telephone number, updating such information in writing no later than five (5) days after a change in the designated representative. The DISTRICT shall appoint a representative who shall be the point of contact for the DISTRICT and who shall be responsible for working with the CITY and coordinating the SRO program with the CITY, and shall identify this representative to the CITY by name and telephone number, updating such information in writing no later than five (5) days after a change in the designated representative.
3. The CITY agrees to provide routine police services to the DISTRICT under the terms and conditions herein contained. The duties assumed by the CITY under this AGREEMENT are duties owed generally to the public. The DISTRICT acknowledges that violations of DISTRICT or school policies, student discipline issues, or other matters that do not rise to the level of criminal activity remain the general purview of the DISTRICT. As such, student behavioral problems or similar events, unless criminal in nature or posing a threat of imminent physical danger to the student or others, will not generally result in the use of police force to restrain, detain, or otherwise restrict the activities of a student or students engaged in such activity.

The primary charge of the SRO Program is the reduction, prevention and responsiveness to school-related violence and crime committed by juveniles and young adults. The SRO Program aspires to create and maintain a safe, secure and crime-free learning environment for students, educators and the surrounding school community. In addition, the SRO Program is designed to develop and enhance rapport between youth, parents, the surrounding school community, police officers, school leaders and staff. This is reinforced by assigning SROs employed by the City of Casper Police Department to Natrona County School District facilities.

When performing law enforcement responsibilities, SROs shall comply with the Policies and Procedures of the Casper Police Department; where such policies conflict with policies and procedures promulgated by the DISTRICT, SROs shall defer to the Policies and Procedures of the Casper Police Department. In such circumstances, a Supervisor of the Casper Police Department and a representative of NCSD shall be notified as soon as is practicable.

The primary duties and activities of SROs include, but are not exclusive to:

- (a) All peace officers' duties of the Casper Police Department.
  - (i) The SRO's primary focus within the schools shall be law enforcement responsibilities (safety and security), and will not generally include school discipline and classroom management.
  - (ii) The SRO's duties will include, but shall not be limited to, responding to and investigating possible criminal acts on school grounds and/or events.
  - (iii) In order to maximize the deterrent capacity of the SRO's presence at the campuses which they normally patrol, each SRO should be highly visible throughout the assigned and supported campuses, yet be reasonably unpredictable in their movements. For officer safety reasons, each SRO should generally avoid establishing any set routine, which allows predictability in their movements and their locations.
- (b) SROs shall act swiftly and cooperatively in responding to potential criminal activities.
- (c) SROs shall help protect the lives and property of students, DISTRICT personnel and the public on or adjacent to DISTRICT property.
- (d) Except in emergency, urgent or preliminary public safety inquiry circumstances, SROs shall follow these conditions for interviewing or searching students suspected of criminal activity:
  - (i) SROs may question a student about subjects that may result in or identify a crime, threat or concern utilizing the following process.  
***See Natrona County School District No. 1 Board Policy 5401.***  
Unless an emergency or urgent circumstance exists, any law enforcement officer (LEO) desiring to question a student at school

must notify the school principal or the principal's designee in advance so that permission for questioning may be obtained from a parent or guardian of the child.

- (ii) Once notified that a parent or guardian asks that the student not be questioned until he/she or his/her designee arrives, the principal will advise the LEO and ask that the officer wait to question the student until the parent or guardian arrives.
- (iii) If the parent or guardian cannot be reached, the student may be questioned by the officer with the principal or the principal's designee present. The principal or his/her designee must be present when any law enforcement interview of a child is conducted on school property.
- (iv) Pursuant to Wyoming Statute 14-6-206(c), after issuing any citation to a child for a violation of a state or federal law or a municipal ordinance for which incarceration or a fine may be imposed, the law enforcement agency issuing the citation or its designee shall take reasonable actions to notify the child's parent, guardian or custodian.
- (v) If the parent or guardian is the subject of a potential abuse or neglect allegation, neither the LEO nor the Department of Family Services (DFS) is required to, nor may the principal or his/her designee, notify the parent or guardian prior to a LEO and/or a DFS representative questioning the child. In such circumstances, the LEO and/or DFS representative shall question the student with the principal or his/her designee present.
- (vi) If there are exigent or urgent circumstances that prevent prior parent notification:
  - a) Parents or guardians shall be notified as soon as reasonably possible.
  - b) School personnel will serve '*in loco parentis*' (in the place of a parent or guardian).
- (vii) Absent exigent or urgent circumstances, a principal or designee shall be consulted before the SRO conducts questioning of a student or searches a student's person, possessions or locker to

allow time to express any concerns about the reasonableness and to notify parent or guardian.

(viii) When there is probable cause to believe the student has committed or is committing a felony offense or the offense at issue poses a threat of serious and immediate injury, the SRO may conduct questioning or search at school without notice to school personnel, parent/s or guardian/s.

(ix) SROs may not request that school officials conduct a search of the student's person, possessions, or locker to evade the probable cause standard required of law enforcement.

(x) Nothing herein shall prevent the SRO from engaging students in casual conversation about subjects other than inquiries related to suspected criminal activity.

(e) SROs shall provide educational support, when applicable, for in-service training for school staff and students on emergency preparedness, crisis intervention, crime trends, law enforcement policies and intervention methods.

(f) SROs shall serve as a resource for school safety teams. SROs are liaisons to help gather and share information about emergency planning, improving access to safety or security resources, and partner in developing effective strategies to prevent and/or minimize dangerous situations on or near the campus or involving the members of the school's community at school-related activities.

(g) SROs shall create a visible and positive presence in the school community to promote respect, trust for law enforcement and a positive relationship between students, parents and the DISTRICT.

4. All costs incurred by the DEPARTMENT in the performance of duties under this AGREEMENT shall be paid by the DEPARTMENT, including salaries and wages, and the DISTRICT shall reimburse the DEPARTMENT for all such costs and fees as set forth in this AGREEMENT (see EXHIBIT 1), except that overtime costs for services provided in this AGREEMENT shall be in addition to the costs and fees set forth in this AGREEMENT.

(a) The DEPARTMENT shall also be responsible for providing:

(i) Necessary law enforcement related equipment.



- (ii) Police vehicles.
- (iii) Secured gun safes to be maintained in a designated school office/location.
- (iv) The selection and purchase of such weapons storage units is the DEPARTMENT's responsibility and such units will remain the property of the CITY.

Vehicles and equipment assigned to, utilized by, or purchased for the intended use of any SRO pursuant to this AGREEMENT shall remain at all times under the ownership of the CITY, including upon and after any lawful termination of this AGREEMENT.

5. The DISTRICT agrees to:

- (a) Provide timely assistance and communication of information which may be relevant to the law enforcement needs of the SRO or Officer in pursuit of his/her duties. All such communications and the sharing of information shall be consistent with local, state and federal law governing DISTRICT communications.
- (b) Along with SROs and the DEPARTMENT, coordinate and share information as necessary, within the constraints of local, state and federal law, for each to respond to public records act or public comment requests.
- (c) Administer school discipline for typical adolescent behaviors occurring within the school, on school property or at school activities without involving or referring the matter to an SRO unless school safety is at risk or law requires reporting.
- (d) Request SRO involvement in school-based incidents limited to situations when it is necessary to protect the physical safety of students, staff and/or the public from imminent harm, vandalism or destruction of property, or the behavior involves potential criminal behavior of persons other than students.
- (e) DISTRICT staff shall take reasonable efforts to intervene or mitigate escalating typical adolescent behavior and misconduct prior to property destruction or assaultive behavior, whereupon police intervention is then expected or required.
- (f) Law enforcement referrals shall be made for the following incidents:

- (i) Fights, assaults or battery involving bodily harm or threats of bodily harm;
  - (ii) Other serious or violent offenses, such as robbery, extortion, arson, or sexual assault;
  - (iii) Use or possession of dangerous weapons or items, to include knives, guns, explosive devices;
  - (iv) The sale, possession or use of illegal drugs or alcohol; and/or
  - (v) Any form of a threat of physical harm made to the school facility or members of the school or general community.
  - (vi) Any other public safety information received or obtained by the DISTRICT that has bearing on the life or property rights of others within the extended community.
- (g) Ensure that the decision to involve the SRO or law enforcement in any school-based incident is made by the principal or principal's designee, absent exigent circumstances.
  - (h) Cooperate with law enforcement-initiated investigations and actions without hindering or interfering with the Casper Police Department's or the assigned SRO's official duties. Law enforcement's lawful ability to detain and arrest for actual or suspected crimes, having met requisite constitutional obligations prior to such arrest or detention, shall not be infringed upon by the DISTRICT or its agents.
  - (i) Immediately notify the SRO or Officers responding to a school-based incident if a referred student has a disability that requires special treatment or accommodations.
  - (j) Provide an appropriate, school-based, private, secure, office space for each SRO with appropriate access to technology support required for the efficient functioning and performance of the SRO.
  - (k) In order to maintain the security of confidential, classified, or restricted information and materials, and to maintain the integrity of weapon storage units, school-based designated SRO offices shall contain a lockable desk and lockable file cabinet to be provided by the DISTRICT, as well as the SRO gun safe (to be provided by the CITY and installed by the DISTRICT as referenced herein). The desk and file cabinet in the SRO office shall be accessible to the Casper Police

Department, which shall hold the keys thereto. Access to the SRO's office shall be limited to District Administration and Maintenance in the presence of the SRO Supervisor, unless an emergency or unsafe situation exists.

- (l) Install/mount a secured gun safe, to be provided by the CITY, permanently affixed to a reasonably immovable object to the greatest extent possible, to be maintained in the designated SRO Office for the placement of a secure weapons storage unit for the purpose of the safe storage of weapons on DISTRICT property in such a way as to be readily available to the SROs, as needed, yet generally inaccessible to all other persons.
- (m) SROs shall have access to the NCSD:
  - (i) Administrative Student Management system (Infinite Campus) and the information that is contained within that system consistent with local, state and federal law.
  - (ii) Security camera systems.
- (n) SROs shall have key fob access to NCSD facilities as limited by NCSD.
- (o) If applicable, NCSD will comply with all Governor's and/or Local Public Health Orders and/or NCSD Board Policy/Regulation/Guideline Health Orders.

SROs shall comply with such orders while providing services to all NCSD campuses, events and activity expectations. Any identified 'school' state orders and/or local orders and/or NCSD policies/regulations/guidelines are applicable to contracted service providers while providing services to NCSD.

- 6. The DISTRICT shall reimburse the DEPARTMENT for overtime costs incurred by the DEPARTMENT in the performance of services described below.

Costs shall be as established in Addendum for 2022-2023.

At the discretion of the CITY, SRO attendance at reasonably scheduled, extracurricular DISTRICT events occurring outside of normal school hours may be facilitated through the scheduled adjustment of the same workweek of the

assigned SRO, when such adjustments are consistent with the Fair Labor Standards Act. DISTRICT events requiring a police presence in excess of a standard 40-hour work week, as well as notable events, which, by their very nature, require an enhanced, dedicated police presence, will be staffed by the CITY at the DISTRICT's expense. Officers at athletic events, school dances, and other special events as may be determined by mutual AGREEMENT between the DEPARTMENT and the DISTRICT, are subject to the availability of DEPARTMENT personnel. At such events, the DISTRICT agrees to reimburse the CITY for police personnel expenses at the anticipated rate (FY2023) of \$66.31 per hour for Police Officers and \$77.49 an hour for Police Supervisors, in accordance with the City's contract with Off-Duty Management. During subsequent fiscal years, such rates are subject to any incremental, actual increases for which employees within the same general classification are eligible, such as cost of living increases or similar personnel actions. In accordance with established procedures of the Casper Police Department, which generally allow for an equitable allocation of extra-duty assignments through a first-come, first-served basis, the CITY shall have sole discretion as to which personnel staff said events in addition to any SROs voluntarily fulfilling any such assignment.

7. The staffing level and charges are stated in the Addendum, hereto. An exception to the identified staffing and charges may be allowable, resulting in a prorated reduction in payment by the DISTRICT to the CITY for SRO services, due to difficulty in recruiting and retaining available officers; any shortfall in officers provided shall result in a proportionate deduction of the amount to be paid by the DISTRICT.
8. The selection and personnel assignment of SROs and supervisors is exclusively the province of the CITY via the Casper Police Department. The Department will provide the DISTRICT the opportunity to participate in the selection process of candidates for unfilled SRO positions. In furtherance of employee retention, training, strategic planning, long-term organizational needs, and individual or organizational professional development, it is to be expected that the individual tenure of SROs and the supervisor in the positions referenced in this AGREEMENT shall generally be for a maximum of three (3) academic years, at which time, other personnel will replace the outgoing SROs or supervisor.
  - (a) For the 2022-23 school year SROs will be stationed variously at High Schools, Junior High Schools, and Elementary Schools within the DISTRICT as determined by the DISTRICT.
    - (i) Kelly Walsh High School

- (ii) Natrona County High School
- (iii) Casper Classical Academy Middle School
- (iv) Centennial Junior High School
- (v) CY Middle School
- (vi) Dean Morgan Junior High School

In the event that the DEPARTMENT is able to provide two (2) additional SROs during any portion of the 2022-2023 Academic Year, the DISTRICT will identify the Elementary Schools at which the new SROs will be stationed according to the DISTRICT's discretion and operational needs.

- (b) If the DISTRICT elects to deploy an officer or officers for Natrona County Summer School, the contracted officer/s shall be stationed at a location and for hours to be determined by mutual agreement between the DEPARTMENT and the DISTRICT. Such officer(s) will generally be responsible for calls at all schools participating in the summer school program. A sum equal to the base salary and benefits for each participating officer for the period summer school is in session shall be paid within thirty (30) days of the notification to the DEPARTMENT by the DISTRICT. The officer(s) assigned to the Natrona County Summer School program shall perform routine police services during regular summer school hours.
- (c) In the event that the DISTRICT elects to commence NCSD Summer School activities, the DISTRICT shall notify the DEPARTMENT, in writing, of this intent no later than 45 days in advance of said commencement so as to allow for appropriate allocation of staffing, resources, and strategic planning on the part of the DEPARTMENT to accommodate such services.
- (d) A designated City representative will communicate daily any absent officer from the described purchased services to the NCSD representative.

Bi-weekly time and summary effort logs, constituting a record of dispatch-documented time spent at each school and an accounting of the calls for police services responded to (or generated by) SROs, will be submitted to the NCSD representative for each assigned officer.

If any SRO is absent for five (5) or more consecutive school days, the DEPARTMENT will provide a replacement officer to cover the SRO's duty assignment or will prorate the contract to reflect the reduction in days on the next invoice.

9. The DISTRICT and CITY are aware that each party to this AGREEMENT is subject to the supervision of separately elected political entities. Each party to this AGREEMENT obtains funding from the above-referenced political entities and is funded subject to annual budget approval. It is a requirement of their AGREEMENT that each party hereto shall notify the other immediately if a party's future fiscal year funding for this AGREEMENT is curtailed or eliminated. In the event that either party's future funding is curtailed, either party may terminate this contract with ninety (90) days written notice to the other, after the curtailed funding has been adopted, by the elected Board of Trustees or City Council, as the case may be.
10. Each party hereto shall be responsible for the potential or actual (regular, gross or willful) negligence or other acts of its agents, employees, representative and other personnel. The CITY is a participant in the Wyoming Association of Risk Management (WARM) and is insured by WARM to the limits described in the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, *et seq.* (1988) as amended. Neither of the parties hereto waives any right or rights they may have pursuant to the Wyoming Governmental Claims Act, and the parties hereby specifically reserve the right to assert any and all rights, immunities, and defenses they may have thereunder.
11. The CITY shall be responsible for all employment matters such as computing wages, salaries, benefits and other compensation, managing pension plans, providing uniforms, selection of equipment, vehicles and that which is explicitly referenced in this AGREEMENT, including training and the like. However, as part of the evaluation of the program and the obtaining of feedback on the performance and suitability of the SROs and supervisors or, for purposes of internal investigations, the DISTRICT shall provide input and feedback as requested and will also provide information and statistical data as may be reasonably needed. Nothing herein shall make SROs or DEPARTMENT employees of the DISTRICT.
12. CITY personnel shall be directly supervised by a Lieutenant as designated by the Chief of Police. CITY personnel will coordinate their activities with the NCSD representative to which the SROs are assigned. The SRO Sergeant, although assigned an office at a school of the DISTRICT's choice, and, although performing SRO responsibilities for the school at which he or she is stationed,

will, by expectation and necessity, have a primary responsibility to supervise and carry out the supervisory responsibilities of the SRO program, as well as to intermittently monitor the SROs assigned to other DISTRICT schools and, as such, may not be continually and exclusively present at the school to which he or she has been assigned an office space. While at the school at which he or she is officed, the SRO Sergeant may choose to personally resolve, or delegate the resolution of, SRO related issues at that school, where such issues are not emergent in nature. In times of emergencies, natural or man-made disasters, or other public safety incidents, CITY personnel provided pursuant to this AGREEMENT shall be subject to immediate recall and reassignment to other public safety needs, as determined by the CITY. Absences from SRO duties during such occurrences will not be a reimbursable event.

13. CITY personnel providing services pursuant to this AGREEMENT shall conduct themselves as police officers and shall at all times follow the policies and procedures of the CITY and the Casper Police Department.
  - (a) SROs of the Casper Police Department are equipped with both body-worn cameras and in-car camera systems, and generally work in an environment that includes audio and video recording of their interactions and surroundings. As a function of their employment, they are mandated, by Casper Police Department Policy, to utilize audio and video recording equipment when performing any police duty or responsibility.

Audio and video recordings created by the CITY serve a variety of purposes, including, but not limited to, performance evaluation and feedback, training, evidence gathering and preservation, and the unbiased documentation of events and interactions.

These recordings, and especially body-worn camera recordings, are generally protected from release under the Wyoming Public Records Act. The DISTRICT shall not preclude, nor attempt to preclude, the use of such equipment by SRO personnel and other police personnel performing police responsibilities on any school property or at any school function.
  - (b) The CITY will notify the DISTRICT prior to the public release of any audio or video recording substantially involving DISTRICT personnel, its students, their parents, guardians, or family members of students (when on school property or at school functions), or which substantially focuses on DISTRICT properties or equipment.

- (c) Where lawful, or required by law, uninvolved persons or children will be digitally redacted prior to the public release of any such recording.
14. The CITY shall provide SRO police services to the DISTRICT at locations and times as will be agreed upon by the parties in confidential communications (subject to the Wyoming Public Records Act, Wyo. Stat. § 16-4-201, *et seq.*) The parties acknowledge that vacations, reasonable sick or disability leave, mandatory qualifications, in-service training, as well as applicable training related to the maintenance and progression of professional skills and future promotional opportunities, is a function of normal Casper Police Department employment and that the SROs and supervisor(s) are entitled to the use of such vacations, sick leave, and access to work-related trainings. In the event of an extended, unanticipated absence, disability or the administrative restriction of duty of any SRO or supervisor, or any other event which may cause a SRO or supervisor to be absent for more than a period of five (5) consecutive working days, the CITY shall assign a temporary or permanent replacement for the absent SRO or supervisor. Such occurrences are not reimbursable events.
  15. Pursuant to this AGREEMENT, assigned CITY personnel shall devote substantially all of their working time during the academic school year described in this AGREEMENT to providing police services to the DISTRICT and to performing the associated requisite responsibilities to maintain such services and their capacity to perform their police function.
  16. As a matter of routine, the DISTRICT shall provide the CITY timely information of all known or suspected crimes or threats, within or directed at DISTRICT schools, facilities and activities or which involve any persons related thereto, whether committed or made by students, DISTRICT personnel, DISTRICT contractors or vendors, volunteers or visitors to the DISTRICT. Likewise, the CITY shall provide timely information to the DISTRICT regarding matters of school safety.
  17. The DISTRICT and the CITY are individually responsible for the collection, maintenance, and dissemination of any records generated in the course of their participation in this AGREEMENT according to their individual policies and applicable laws governing public records. As such, the DISTRICT and the CITY shall not release records belonging to the other without the express approval and written authorization of the party which created or maintains the record.
  18. This AGREEMENT shall not be modified or altered unless mutually agreed upon by the parties in writing.



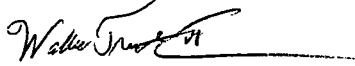
19. This AGREEMENT contains the entire understanding of the parties. There are no understandings between the parties, written or otherwise, not contained herein. Each party acknowledges that they have consulted with or have had the opportunity to consult with legal counsel regarding this AGREEMENT.
20. If any provision, section, subsection, sentence, clause or phrase of this AGREEMENT is invalidated by any court of competent jurisdiction, such a holding shall not affect the validity of the remainder of the AGREEMENT which shall continue in full force and effect.
21. This AGREEMENT shall be governed by the laws of the State of Wyoming. Neither party waives any claims, rights or defenses it has or may have pursuant to the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, *et seq.* The parties specifically reserve the right to assert any and all rights, immunities and defenses they have or may have, now or in the future, pursuant to the Wyoming Governmental Claims Act.
22. The parties to this AGREEMENT do not intend to create in any other individual or entity the status of third-party beneficiary, and this AGREEMENT shall not be construed so as to create such status. The rights, duties and obligations contained in this AGREEMENT shall operate only between the parties to this AGREEMENT, and shall insure solely to the benefit of the parties to this AGREEMENT. The parties to this AGREEMENT intend and expressly agree that only parties signatory to this AGREEMENT shall have any legal or equitable right to seek to enforce this AGREEMENT, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this AGREEMENT, or to bring an action for the breach of this AGREEMENT.
23. The parties agree that this AGREEMENT does not create any agency relationship between the CITY and the DISTRICT, and no representations of any kind, type or nature made by one party shall be binding upon or create a duty in the other party.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the day and year first above written.

APPROVED AS TO FORM

**CITY ATTORNEY'S OFFICE**



**ATTEST**

\_\_\_\_\_  
Fleur D. Tremel  
City Clerk

\_\_\_\_\_  
Date

**CITY OF CASPER, WYOMING  
A Municipal Corporation**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

**NATRONA COUNTY SCHOOL  
DISTRICT NO. 1**

\_\_\_\_\_  
Michael Jennings  
Superintendent

\_\_\_\_\_  
Date

EXHIBIT 1

**For the 2022-23 Academic School Year and continuing through the 2026-2027 Academic School Year, unless otherwise terminated as provided in the AGREEMENT:**

1. The DISTRICT will reimburse the CITY at a rate of \$84,375 per SRO and SRO Sergeant, per Academic Year.

See Addendum to Services for 2022-2023

# **Addendum to Services for 2022-2023**

## **MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF CASPER AND NATRONA COUNTY SCHOOL DISTRICT CONCERNING SCHOOL RESOURCE OFFICERS**

### **PARTIES**

THIS AGREEMENT, made and entered into on the date whereupon all parties have signed the AGREEMENT, will be extended by and between the City of Casper, Wyoming, a municipal corporation organized under the laws of the State of Wyoming, acting by and through its political subdivision, the Casper Police Department, hereinafter referred to as the “CITY” or “DEPARTMENT” whose address is 201 North David Street, Casper, WY 82601, and the Natrona County School District #1, hereinafter referred to as the “DISTRICT” or “NCSD” whose address is 970 North Glenn Road, Casper, WY 82601.

As of September 1, 2022, both parties agreed to extend the following services from the 2021-22 agreement with the following adjustments listed in the addendum. This AGREEMENT shall commence September 6, 2022, and will continue through June 8, 2023.

In 2022-23:

- NCSD has agreed to reimburse the CITY at a rate of \$84,375 per SRO and SRO Sergeant.
- The \$84,375 per officer would be agreed upon over the next four (4) years, through June 30, 2026.
- For service of 175 student contact days, as identified within the NCSD calendar
  - Sept 6-9, 12-16, 19-23, 26-30
  - Oct 3-7, 10-14, 17-21, 14-28, 31
  - Nov 1-4, 8-11, 14-18, 21, 22, 28-30
  - Dec 1-2, 5-9, 12-16, 19-20
  - Jan 3-6, 9-13, 17-20, 23-27, 30-31
  - Feb 1-3, 6-10, 13-16, 21-24, 27-28
  - Mar 1-3, 6-10, 13-17, 20-24
  - Apr 3-6, 10-14, 17-21, 24-28
  - May 1-5, 8-12, 15-19, 22-26, 30-31
  - Jun 1-2, 5-8
- For five (5) SRO officers and one (1) SRO Sergeant: 6 total
- For a total of amount \$506,250

- If two (2) additional officers are able to be added to the services, NCSD will prorate services at the above rate of \$84,375 per officer from the 175 days of annual service.

In return for police services to be provided by the DEPARTMENT pursuant to this AGREEMENT, the DISTRICT agrees to pay the CITY treasurer for the sum of \$506,250. Said sum shall be paid in two (2) equal installments (December of 2022 and May of 2023).

In addition, the DISTRICT shall reimburse the DEPARTMENT for overtime costs incurred by the DEPARTMENT in the performance of services described below.

At the discretion of the CITY, SRO attendance at reasonably scheduled, extracurricular DISTRICT events occurring outside of normal school hours may be facilitated through the scheduled adjustment of the same workweek of the assigned SRO, when such adjustments are consistent with the Fair Labor Standards Act. DISTRICT events requiring a police presence in excess of a standard 40-hour work week, as well as notable events, which, by their very nature, require an enhanced, dedicated police presence, will be staffed by the CITY at the DISTRICT's expense. Officers at athletic events, school dances, and other special events as may be determined by mutual AGREEMENT between the DEPARTMENT and the DISTRICT, are subject to the availability of DEPARTMENT personnel. At such events, the DISTRICT agrees to reimburse the CITY for police personnel expenses at the anticipated rate (September-December 2022) of \$66.31 per hour for Police Officers and \$77.49 an hour for Police Supervisors, according to the CITY's contract with Off-Duty Management, which rates for overtime services are subject to any cost of living adjustment(s) made by the CITY and may increase upon enactment of any said cost of living adjustment(s).

For the dates listed, the six (6) SROs will be stationed variously at High Schools, Junior High Schools, and Elementary Schools within the DISTRICT as determined by the DISTRICT. These are the following 'homebased' locations:

Kelly Walsh High School	Natrona County High School
Casper Classical Academy Middle School	Centennial Junior High School
CY Middle School	Dean Morgan Junior High School

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the day and year first above written.

APPROVED AS TO FORM



CITY ATTORNEY'S OFFICE

ATTEST

**CITY OF CASPER, WYOMING**  
**A Municipal Corporation**

\_\_\_\_\_  
Fleur D. Tremel  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**NATRONA COUNTY SCHOOL**  
**DISTRICT NO. 1**

\_\_\_\_\_  
Michael Jennings  
Superintendent

\_\_\_\_\_  
Date

RESOLUTION NO. 23-6

A RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CASPER AND NATRONA COUNTY SCHOOL DISTRICT CONCERNING SCHOOL RESOURCE OFFICERS.

WHEREAS, Natrona County School District #1 has identified a need for police services at various schools and at school related events under its control and supervision; and,

WHEREAS, the City of Casper, through the Casper Police Department, desires to provide police services through school resource officers as described in the Memorandum of Understanding; and,

WHEREAS, the Memorandum of Understanding is for a five (5) year term and will continue through June 30, 2027.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WY: That the Mayor is hereby authorized to execute and the City Clerk to attest a Memorandum of Understanding between the City of Casper and Natrona County School District Concerning School Resource Officers.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of January 2023.

APPROVED AS TO FORM:



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ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation


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Fleur Tremel  
City Clerk

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Bruce Knell  
Mayor

January 3, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Zulima Lopez, Director of Parks, Recreation and Public Facilities  
Phil Moya, Recreation Manager

SUBJECT: Authorizing an Agreement with Spuds Baseball Club LLC  
for the operation of concessions at Mike Lansing Baseball Stadium

**Meeting Type & Date**

Regular Council Meeting  
January 17, 2023

**Action type**

Resolution

**Recommendation**

That Council authorize, by resolution, an Agreement between the City of Casper and Spuds Baseball Club LLC for the operation of concessions and the sale of malt beverages at Mike Lansing Baseball Stadium.

**Summary**

The City of Casper was notified on December 2, 2022 that HA Baseball LLC, DBA. Casper Horseheads would be ceasing baseball operations in Casper as well as the operation of the concessions stand at Mike Lansing Baseball Stadium. Casper Horsehead owners introduced City staff to owners of The Spuds Baseball Club LLC upon notice of their team dissolution. The Spuds were established in 2020 out of Canyon City, Idaho. The team is part of the Independence League Baseball Association which has teams from Wyoming, North Dakota, South Dakota, and Nebraska. The Spuds Baseball Club LLC owners are interested in relocating their baseball club to Casper, Wyoming and taking over the concession operation at Mike Lansing Field.

The Parks, Recreation and Public Facilities Department requests approval for a lease agreement between the City of Casper and the Spuds Baseball Club LLC for the use and operation of Mike Lansing Stadium concessions stand for the sale of food and beverages, including beer/malt liquor. Spuds Baseball Club LLC is seeking a special malt liquor license, which requires this Agreement. The lease includes non-exclusive use of the bleachers, seating platforms, restrooms, and egress pathways to seating areas to allow individuals who purchase beer or other malt liquor from concessions to move freely through these areas with their beverages.

The term of this agreement is from April 1, 2023, through March 31, 2024, to coincide with the requirements of the desired liquor licensing and the associated statutes. Spuds Baseball Club LLC will provide concession sales as well as the sale of malt beverages for all scheduled baseball games through the term of the Agreement and will be available for special events per request.



Spuds Baseball Club LLC will be responsible for normal facility upkeep and minor repairs totaling \$750 or less during the term of the Agreement. Spuds Baseball LLC will also be responsible for litter control, trash receptacle garbage removal, trash bag replacement, maintaining, cleaning, and re-stocking of toilet paper, paper towels and hand soap of restrooms and portable restrooms for the areas within the metes and bounds legal description provided in Exhibit “A” under the terms of the lease agreement.

The City of Casper will be responsible for utilities, major repairs over \$750, as well as normal stadium turf and related ground maintenance and roadway and parking lot repairs.

#### **Financial Considerations**

Through this lease, Spuds Baseball Club LLC will pay the City of Casper at total of \$1000 in rental fees and 5% of gross receipts from all concession and malt beverage sales, as well as from any advertising. Staff estimates revenue for the 2023 lease term will be just over \$4,000.

#### **Oversight/Project Responsibility**

Phil Moya, Recreation Manager

Paul Zowada, Recreation Supervisor

#### **Attachments**

Resolution

Lease Agreement



## **LEASE AGREEMENT**

THIS LEASE AGREEMENT, hereafter **Agreement** or **Contract**, entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, between the City of Casper, Wyoming, a municipal corporation, hereinafter referred to as "**City or Lessor**," and Spuds Baseball Club LLC, a Wyoming Corporation, hereinafter referred to as "**Lessee**." This Agreement supersedes and replaces any previous agreements between the parties.

IN CONSIDERATION of the Lease, covenants, and conditions herein set forth, the **Lessor** and **Lessee** hereby covenant, promise, and agree as follows:

### **RECITALS:**

- A. The **Lessor** owns and operates the Mike Lansing Stadium, Concessions Stand at 330 Kati Lane, Casper Wyoming; and
- B. **Lessee** desires to enter into a non-exclusive lease of the Mike Lansing Stadium concessions stand, bleachers, seating platforms, restrooms and egress pathways to seating areas and to reach other accommodations with the **Lessor**, and the **Lessor** is willing to enter a nonexclusive lease with the Spuds Baseball Club, LLC, and to define associated obligations of the parties as set forth herein.

**NOW, THEREFORE**, in consideration of the premises and the mutual promises and covenants contained herein, it is agreed:

### **1. PREMISES:**

- A. **Lessor** hereby agrees to lease to **Lessee**, and **Lessee** hereby agrees to lease from **Lessor**, for the term hereinafter provided, and any extensions thereafter, and upon the terms and conditions set forth in this Agreement, the property described as Mike Lansing Stadium concessions stand, bleachers, seating platforms, restrooms and egress pathways to seating areas as described in Exhibit A, attached hereto and by reference made part of this Agreement, hereinafter referred to as the "Mike Lansing Stadium Concession Areas", or "Leased Premises".
- B. "Mike Lansing Stadium Concession Areas" will be used only for conducting concessions sales and for the sale of malt beverages, all in accordance with this Agreement (as set forth in Sections 4 and 6, and Exhibit A), subject to availability, and will need to be scheduled and approved by the responsible, appropriate City Department Director or designee.
- C. The "Mike Lansing Stadium Concession Areas" is leased to **Lessee** in an AS IS CONDITION, WITHOUT WARRANTY, and EXPRESSED OR IMPLIED. By signing this Agreement, **Lessee** agrees it has inspected the premises and accepts the property in its present condition.

### **2. PURPOSE:**

- A. The demised premises are leased to **Lessee** for the purpose of conducting concessions sales and for the sale of malt beverages. Such sales activities and or services and related activities shall be conducted in a safe manner and shall conform to all federal, state, and municipal laws, and all regulations relating to possession, use, or maintenance of the property.

3. **TERM:**

- A. The term of this Agreement shall be from April 1, 2023, through March 31, 2024 ("**Lease Term**").

4. **FEES:**

- A. **Rental Fee:** During the Lease Term, the **Lessee** will pay a monthly rental fee to the **Lessor** for use of the Mike Lansing Stadium concessions stand, bleachers, seating platforms, restrooms and egress pathways to seating areas in the amount of Two Hundred Dollars (\$200.00) per month during the baseball season from April 1<sup>st</sup> through August 31<sup>st</sup> for a total of One Thousand Dollars (\$1,000.00) for the term of the Agreement.

1. **Payment:** The **Lessor** shall invoice **Lessee**, on a monthly basis, during the preceding month, in accordance with the rates established in this Lease. **Lessee** shall pay rent to the **Lessor** within thirty (30) business days after the date on the invoice. Rent not received on time is subject to a one and one half percent (1.5 %) per month late fee due the **Lessor** if the rental fee payment is not paid to the **Lessor** by the 15th day of the overdue month of this Lease. **Lessee's** failure to pay **Lessor** the above described rent on or before the 15th day of any month of this Lease shall be considered a default by the **Lessee** of the terms and conditions of this Lease. **Lessee** also has the option to pay the total annual rental fee for the Mike Lansing Stadium concessions stand, bleachers, seating platforms, restrooms and egress pathways to seating areas within thirty (30) days of execution of this Lease as a payment option.

5. **ASSIGNMENT/SUBLEASING:**

- A. **Lessee** may not assign, sell, or transfer this Agreement in whole or part and may not sublet or otherwise assign all or any part of the leased premises without the prior written consent of the **Lessor**. **Lessee** shall not allow another group or entity to use or share the rental space without written consent of the **Lessor**.

6. **CONCESSIONS / RETAIL SALES:**

- A. **Lessee** shall pay the **Lessor** a fee of 5% of gross receipts from all sales which shall be due and payable to the **Lessor** on or before the 15th day of each month of this Agreement. A late fee of an additional 1.5% of the gross receipts shall be due to the **Lessor** if the monthly fee payment is not paid to the **Lessor** by the 15th day of each month of this Agreement. **Lessee's** failure to pay **Lessor** the above-described fee on or before the 15th day of any month of this Agreement shall be considered a default by the **Lessee** of the terms and conditions of this Agreement.
- B. The **Lessee** must obtain all pertinent kitchen, food, beverage, liquor, concession, catering and dining area facility operational permits and licenses and pay all associated local, county, state, and federal fees, registrations, and taxes as required at its sole cost and expense.
- C. **Lessee** agrees to operate the "Mike Lansing Stadium Concession Areas" on dates, and at the hours listed in accordance with the facility schedule to be provided by the **Lessor**

prior to the season. Generally, the **Lessee** must be available to be open on weekday evenings and on most weekends from April 1st to August 31st.

1. If the **Lessee** desires to close the "Mike Lansing Stadium Concession Areas" during days or hours specified on the schedule as described, the **Lessee** must provide a written or electronic communication with a documentation of cause at least 48 hours in advance of its requested closing to the responsible appropriate City Department Director or their assigned designee.

D. **Lessee** agrees that Mike Lansing Stadium bleachers, seating platforms, restrooms and egress pathways to seating areas are available to renters of Mike Lansing Stadium on dates, and at the hours listed in accordance with the facility schedule to be provided by the **Lessor** from April 1, 2023, through March 31, 2024.

7. **INVENTORY:**

- A. Within thirty (30) days of the execution of this Agreement by all parties hereto, and on or before May 1 of each term of this Agreement, the **Lessor** and the **Lessee** shall jointly prepare and maintain an updated annual inventory of equipment and fixtures (which shall be signed off by both parties), separately listing those items, number of items, and approximate value(s) of items belonging to the **Lessor** and those belonging to the **Lessee** on the leased premises. **Lessee** shall not remove any **Lessor** owned equipment from the facilities without express written permission from the responsible appropriate City Department Director or their assigned designee.

8. **TAXES AND ASSESSMENTS:**

- A. **Lessee** agrees to pay to the Natrona County Treasurer, on behalf of the **Lessor**, any and all taxes and assessments which may be assessed against the property, upon fifteen (15) day's notice by the **Lessor**, as to the amounts due and owing as a result of Lessee's performance and activities under this Agreement.

9. **NON-DISCRIMINATION:**

- A. The **Lessee** agrees that neither it nor its' subcontractors will discriminate against any employee or applicant for employment to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment because of his or her race, color, creed, religion, national origin, age, sex, or ancestry.

10. **SCHEDULING:**

- A. **Lessee** shall be responsible for the scheduling of the "Mike Lansing Stadium Concession Areas" for all concessions sales and for the sale of malt beverage related activities. **Lessor** shall schedule any concessions sales and for the sale of malt beverages and special events based on the availability of the facility.
- B. For any events that deviate from the master schedule, the **Lessee** must notify the **Lessor** of such changes at least fourteen (14) days in advance for the **Lessor** to bill accordingly.

11. **LAWS AND REGULATIONS:**

- A. **Lessee** shall be solely responsible for compliance with all laws, orders, and regulations of federal, state, and municipal authorities and with any direction of any public officer, pursuant to law, which shall impose any duty upon **Lessee** with respect to the real property and fixed assets. **Lessee** shall obtain all licenses or permits which may be required for the conduct of its business within the terms of this Agreement, or for the making of repairs, additions, alterations, or improvements.

12. **INSURANCE, INDEMNIFICATION AND IMMUNITY:**

- A. **Prior to the commencement of the Lease Term**, **Lessee** shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the **Lessee's** operation and use of the leased premises. The cost of such insurance shall be borne by the **Lessee**.
- B. Minimum Scope and Limit of Insurance.  
Coverage shall be at least as broad as:
1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage.
  2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
  3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
- C. Property insurance against all risks of loss to any tenant improvements or betterments, at full replacement cost with no coinsurance penalty provision.
- D. Higher Limits: If the **Lessee** maintains broader coverage and/or higher limits than required under this Agreement, then the **Lessor** shall be entitled to coverage for the higher limits maintained by the **Lessee**. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the **Lessor**.
- E. Other Insurance Provisions:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The **Lessor**, its officers, officials, employees, and volunteers are to be covered as

additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Lessee including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the **Lessee's** insurance at least as broad as ISO Form CG 20 10.

2. *Primary Coverage*

For any claims related to this contract, the **Lessee's** insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the **Lessor**, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the **Lessor**, its officers, officials, employees, or volunteers shall be excess of the **Lessee's** insurance and shall not contribute with it.

3. *Notice of Cancellation*

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the **Lessor**. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

**Lessee** hereby grants to the **Lessor** a waiver of any right to subrogation which any insurer of said **Lessee** may acquire against the **Lessor** by virtue of the payment of any loss under such insurance. **Lessee** agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the **Lessor** has received a waiver of subrogation endorsement from the insurer.

5. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the **Lessor**.

6. *Self-Insured Retentions*

Self-insured retentions must be declared to and approved by the **Lessor**. At the option of the **Lessor**, either: the **Lessee** shall obtain coverage to reduce or eliminate such self-insured retentions as respects the **Lessor**, its officers, officials, employees, and volunteers; or the **Lessee** shall provide a financial guarantee satisfactory to the **Lessor** guaranteeing payment of losses and related investigations, claim administration, and defense expenses. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or **Lessor**.

7. *Claims Made Policies*

If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the Contract or the beginning of Contract work.
- b. Insurance must be maintained, and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work*. However, Consultant's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the Contract effective date, the

**Lessee** must purchase “extended reporting” coverage for a minimum of five (5) years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

**Lessee** shall furnish the **Lessor** with original certificates and amendatory endorsements or copies of the applicable policy language providing the insurance coverage required above. All certificates and endorsements are to be received and approved by the **Lessor** before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the **Lessee's** obligation to provide them. The **Lessor** reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by these specifications, at any time.

9. *Special Risks or Circumstances*

**Lessor** reserves the right to modify these requirements at any time, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

10. *Subcontractors*

**Lessee** shall require and verify that all Subcontractors maintain insurance meeting all the requirements stated herein, and **Lessee** shall ensure that the **Lessor** is an additional insured on insurance required from Subcontractors.

F. Indemnification:

**Lessee** agrees to indemnify the **Lessor**, the **Lessor's** employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the **Lessee** and/or any subcontractor thereof.

G. Liquor Liability:

If **Lessee** will be supplying alcoholic beverages, the general liability insurance shall include host liquor liability coverage. If **Lessee** is using a caterer or other vendor to supply alcohol, that vendor must have liquor liability coverage. If **Lessee** intends to sell alcohol either the **Lessee** or vendor providing the alcohol for sale must have a valid liquor license and liquor liability insurance covering the sale of alcohol.

13. **USE OPERATIONS PLAN:**

- A. The **Lessee**, prior to the execution of this Agreement, shall submit a Use Operations Plan to the responsible, appropriate City Department Director or the Director's designee. The plan shall specify months, days, and hours of operation for those months, the responsible organizational contact(s) and the contact's telephone number(s), during which the subject property shall be available to the public for related property use activities. The plan shall pertain to the time period of the Lease, in the event the responsible appropriate City Department Director or their assigned designee does not disapprove of the plan within thirty (30) days from the date of its submission, it shall be considered approved.

14. **ADVERTISING:**

- A. **Lessee** shall have the right to procure and to install, affix, maintain, and replace appropriate signs/banners displaying advertising matter at the leased premise, but only at locations approved by the appropriate City Department Director or assigned designee at their sole discretion. All advertising shall be subject to the **Lessor's** right to accept or reject the same, including the right to accept or reject sponsors and advertising content, to ensure that any advertising placed at the facility and/or on the property is appropriate in connection with the intended use of the property and its related facilities. **Lessee** shall not, in procuring, installing, displaying, or replacing any advertising material, violate any person's right to privacy or infringe upon trademarks, trade names, copyrights, or proprietary rights of any person. Advertisement(s) cannot be pre-sold beyond the time periods or terms of the Agreement. It is understood that any approval by the **Lessor** of advertising material shall not constitute a waiver of **Lessee** obligations concerning such violations or infringement. **Lessee** agrees to indemnify and hold the **Lessor** harmless with respect to all such claims without cost to the **Lessor**.
- B. The **Lessor** will be entitled to five percent (5%) of the agreed upon advertising value. If the **Lessee** plans to post an advertisement on the premises as an in-kind trade, then the **Lessee** must provide the **Lessor** with a reasonable assessed value of the in-kind trade based on a good-faith, written estimate for the in-kind work or service performed. **Lessee** shall pay the **Lessor** five percent (5%) of the assessed value of the in-kind trade. If the **Lessee** fails to pay **Lessor** within seven (7) days of the end of this Agreement, the **Lessee's** shall be considered in default of this Agreement and in breach of the terms and conditions of this Agreement. The terms of any advertising agreement must be approved by the responsible appropriate City Department Director or their assigned designee before it becomes effective.
- C. The parties agree that all advertising placed at the facility and/or on the property is owned by the **Lessee** and shall remain the property of **Lessee**, and shall be subject to removal by **Lessee** at any time.

15. **RIGHT TO ENTRY:**

- A. The **Lessor** reserves the right to enter the leased premises for the purposes of maintenance, public safety, and other general inspections. **Lessee** will be notified 24 hours in advance of any non-routine, non-emergency inspections, and may accompany **Lessor's** representative during such inspections.

16. **MAINTENANCE:**

- A. **Lessee** shall, during the term of this Agreement, keep the leased premises in good order and repair commensurate with the operation of the **Lessee's** intended use of those premises and facilities, and as necessary to adequately protect spectators, guests, invitees, and participants, and shall at its sole cost and expense, make any repairs necessary to the leased premises for these purposes. The **Lessee** must receive consent of the **Lessor** prior to the scheduled repairs. **Lessor** shall, during the term of this Agreement, provide services commensurate with the lease fee identified in this Agreement. Those services are related to normal facility upkeep including, but not limited to, plumbing, electrical and mechanical repairs to existing equipment that exceed Seven Hundred Fifty Dollars (\$750) per repair.



The **Lessee** will be responsible for all repairs Seven Hundred Fifty Dollars (\$750) per repair or less. The **Lessee** will report all repairs over Seven Hundred Fifty Dollars (\$750) to the Recreation Supervisor (Athletics). The Supervisor will report the repairs to the appropriate City department to address repairs. The **Lessee** is liable for all damages that occur to the facility during the Lease Term. The **Lessor** will be responsible for normal turf and related ground maintenance, and roadway repairs and parking lot repairs.

- B. Services in addition to the normal maintenance referred to above shall be the responsibility of the **Lessee**. **Lessee** will be responsible for maintaining, cleaning and re-stocking of toilet paper, paper towels and hand soap of restrooms and portable restrooms provided during the term of the Agreement. The **Lessee** will be responsible for maintaining the Leased area with trash receptacle garbage removal and trash bag replacement during the term of the Agreement. The **Lessee** will also be responsible for litter collection within the bleachers and grounds in the Leased area that accumulates during the term of the Lease. **Lessee** will be responsible for paying **Lessor** for additional services needed for special events or tournaments. The **Lessee** will need to request the additional services from the **Lessor** and least fourteen (14) days prior to the rental/event. Additional services will only be provided based on availability of City staff. Fees for additional services shall be as shown in Exhibit B, attached hereto and made part of this agreement.

17. **ADDITIONS, ALTERATIONS, AND IMPROVEMENTS:**

- A. The **Lessee**, at its sole cost, risk, and expense, may construct temporary facilities and fixtures for its benefit and the benefit of participants and spectators. Such facilities and fixtures shall meet all applicable city, state, federal regulations and requirements, and such other requirements as may be prescribed by the **Lessor**.
- B. The plans and specifications for any additional temporary facilities and fixtures shall first be submitted to the **Lessor's** authorized representative for approval in accordance with existing City codes, prior to the construction. At the time of submission, the **Lessee** shall designate in writing whether the facility or fixture is temporary, and for what period of time it will remain in use. The appropriate responsible City Department Director or their assigned designee shall, in addition, have authority to approve or disapprove of all additional facilities or fixtures placed upon the leased premises.
- C. **Lessee** may, upon termination of this Agreement, remove all facilities or fixtures which it constructed, and which are of a temporary nature, but must restore property and/or premises to conditions as they were prior to installation of the removed improvements.
- D. The **Lessor** reserves the right to make such improvements to the property, facilities, or fixtures as it may desire, upon reasonable notice to **Lessee**, provided the improvements do not substantially conflict with the use of the premises described herein, as determined by the appropriate responsible City Department Director or their assigned designee.

18. **UTILITIES:**

- A. **Lessor** is responsible for all charges for electricity and natural gas for the Mike Lansing Stadium concessions stand, bleachers, seating platforms, restrooms and egress pathways to seating areas.

**19. DEFAULT:**

- A. In the event **Lessee** shall fail to make any payment called for within fifteen (15) days after the same shall fall due, then **Lessor** may terminate this Agreement by giving **Lessee** written notice of such termination; or, in the event the **Lessee** fails to perform any other obligations called for herein on its part to be performed, and upon notice duly given of such deficiency by **Lessor**, and upon **Lessee's** failure to cure such deficiency within fifteen (15) days after such notice, then **Lessor** may, by written notice to **Lessee**, terminate this Agreement, effective upon proper delivery or mailing of said written termination notice by **Lessor**.
- B. Upon such termination, **Lessor** shall be entitled to possession of the leased premises and all permanent improvements therein made by **Lessee** without any further notice or demand, and **Lessee** shall peacefully surrender the leased premises and all other permanent improvements therein made by **Lessee**. If **Lessee** shall refuse to surrender and deliver upon the possession of the premises, then **Lessor** without further notice or demand, may re-enter the premises and repossess by force, summary proceedings, ejectment, or otherwise using such help, assistance, and force, in doing so that may be equal and proper without being liable for prosecution of damages therefor, and without prejudice to any remedy allowed by law or equity.

**20. REIMBURSEMENT OF DEFAULT AND EVICTION ACTION EXPENSES:**

- A. **Lessee** shall pay and indemnify **Lessor** against all legal costs and charges, including attorney's fees, in obtaining possession of the leased premises after a default of **Lessee** or after **Lessee's** default in surrendering possession upon the expiration or early termination of the term of this Agreement or enforcing any covenant of the **Lessee** herein contained. **Lessee** shall also be responsible for all costs required to either remove any temporary facility/fixture improvements or costs for **Lessor** to restore the property and premises to the original condition.

**21. DESTRUCTION OF REAL PROPERTY OR FIXED ASSETS:**

- A. If the real property or fixed assets should be destroyed totally by fire or other cause, the tenancy created hereby shall be thereafter terminated.

**22. SURRENDER OF REAL PROPERTY AND FIXED ASSETS:**

- A. **Lessee** shall, at the expiration of the Lease Term or any renewal thereof, or on termination thereof, surrender the leased premises free of sub tenancies, liens, or other encumbrances, together with alterations and improvements which may have been made thereon, except for temporary facilities or fixtures put in at the expense of the **Lessee** or at the expense of any subtenants, subject, however, to the subsequent provisions hereof. All the property removable, pursuant to the provisions of this paragraph, shall be removed by the **Lessee** at the expiration of the Lease Term, or any extension thereof, and all property not so removed shall be deemed abandoned by **Lessee**, and becomes the **Lessor's** at its option.

**23. OPERATIONS:**

- A. **Lessee** shall have the right to solicit offerings and contributions from spectators and charge for concessions sales for **Lessee**-sponsored events. The details of its plan for same shall be

submitted by the **Lessee** as part of the Annual Operations Plan and at such other times as may be convenient for the parties. All funds collected by the **Lessee**, by way of contributions or concessions sales, shall be used solely for the purpose of promoting, maintaining, and continuing operations for the purposes of this Agreement including, but not limited to, defraying operating expenses, purchasing equipment, and improvement of the facilities. **Lessee** shall keep and maintain proper records reflecting all revenues and expenditures and shall make an Annual Financial Report to the **Lessor** following the close of each year as part of the Annual Operations Plan.

24. **NOTICE:**

- A. Any notice by either party shall be in writing and shall be considered to be duly given if delivered personally or if mailed by certified mail, postage prepaid, addressed as follows:

City of Casper Recreation Division	Spuds Baseball Club LLC
1801 East Fourth Street	4251 Gramin Dr.
Casper, Wyoming 82601	Casper, WY 82609

25. **WAIVER:**

- A. No failure by **Lessor** to insist upon the strict performance of any terms or conditions of this Lease, or to exercise any right or remedy available on a breach thereof, and no acceptance of full or a partial rent during the continuance of any such breach shall constitute a waiver of any such breach or of any term or condition of this Agreement. No term or condition of this Agreement required to be performed by **Lessee**, and no breach thereof, shall be waived, altered, or modified, except by a written instrument executed by **Lessor**. No waiver of any breach shall affect or alter any term or condition of this Agreement, and such term or condition shall continue in full force and effect with respect to any other than existing or subsequent breach thereof.

26. **ENVIRONMENTAL COMPLIANCE:**

- A. **Lessee** shall conduct its operation on the property in compliance with and shall not permit the property to be in violation of any applicable local, state, or federal environmental laws. **Lessee** shall obtain and maintain in effect all permits required by any environmental laws for the property, and its uses, and shall furnish to **Lessor** copies of the permits upon request. **Lessee** shall comply with all reporting requirements of 42 U.S.C. 11001, et seq. (Emergency Planning and Community Right to Know Act). **Lessee** shall not handle, store, dispose of, or allow the handling, storage, or disposal of any hazardous waste as defined in 42 U.S.C. 6903(5), or hazardous substance as defined in 42 U.S.C. 9601(14), on the property, and shall not discharge any waste onto lands or any surface water or ground water at or near the property. **Lessee** shall manage all hazardous substances and chemicals which it handles off-site, but in proximity to the subject property in accordance with all applicable laws and regulations. **Lessee** shall not bring onto the property any substances known to cause human injury, including, without limitation, cancer or reproductive toxicity, except those which are necessary for the prudent and necessary management of **Lessee's** lawful operations on the property. In addition, **Lessee** shall comply with all laws, regulations, and standards applicable to those substances.
- B. **Lessee** shall immediately advise **Lessor** in writing of: (1) any and all governmental

agencies regulatory proceedings or enforcement actions instituted or threatened, which require or could require investigation, mitigation, clean-up, alteration, or abatement of any conditions on the property; (2) all claims made or threatened by any party against **Lessee** or the property, relating to damage, contribution, cost recovery, compensation, loss or injury resulting from any pollutant, or hazardous substance; and, (3) **Lessee's** discovery of any occurrence or condition on the property which might subject **Lessee**, **Lessor**, or the property to any restrictions on ownership, occupancy, transferability, or use of the property under any local, state, or federal environmental law.

- C. **Lessee** shall make and conduct regular investigations of the property to determine the presence thereon of any hazardous substance which may have been deposited on the property by any party, including third parties, and shall report any condition which indicates the presence of such substances immediately to **Lessor** and to the proper authorities. **Lessee** shall advise **Lessor**, upon request of all such investigations which had been made, the dates of such investigations, and the method of investigation. These investigations shall be made by **Lessee** not less than on a monthly basis. **Lessee**, in addition, shall take all reasonable precaution to prevent the dumping, discharge, or threatened discharge of any hazardous substance on the property by any third persons, and shall advise the **Lessor** in writing, upon request, of all such precautions which have been taken.

**27. GOVERNING LAW:**

- A. This Contract, including all exhibits, schedules, attachments, and appendices attached hereto, and all matters arising out of or relating to this Contract, are governed by, and construed in accordance with, the laws of the State of Wyoming, United States of America, without regard to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Wyoming.

**28. CHOICE OF FORUM AND STATUTE OF LIMITATIONS:**

- A. Each Party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts and agrees to bring any such action, litigation or proceeding only in the courts of the State of Wyoming sitting in Casper, Wyoming. Each Party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law. To the extent allowable, Wyoming's statute of limitations also applies.

**29. MISCELLANEOUS COVENANTS:**

- A. Time is of the essence in this Agreement and all obligations shall be performed in a timely manner.
- B. This Agreement shall inure to the benefit of and be binding upon the parties hereto, their respective successors, heirs, devisees, and assigns.

**30. TERMINATION OF LEASE AGREEMENT:**

- A. The **Lessor** or the **Lessee** may terminate this Agreement anytime by providing thirty (30)

days written notice to other party of intent to terminate said Agreement. Notwithstanding the above, the **Lessee** shall not be relieved of liability to the **Lessor** for damages sustained by the **Lessor**, by virtue of termination of the Agreement by the **Lessee** or any breach of the Agreement by the **Lessee**.

31. **WYOMING GOVERNMENTAL CLAIMS ACT:**

- A. **The Lessor** does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 *et seq.*, and **the Lessor** specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

32. **NO THIRD PARTY BENEFICIARY RIGHTS:**

- A. The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

33. **ENTIRE AGREEMENT:**

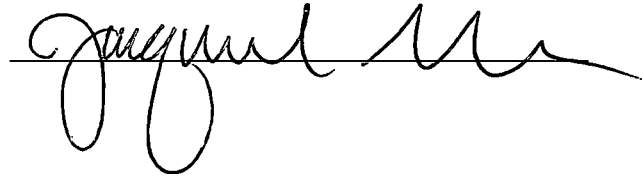
- A. This Agreement contains the entire agreement between the parties and it is agreed that neither **Lessor** or anyone acting on its behalf has made any statements, promise, or agreement, or taken upon itself any engagement whatever, orally, or in writing, in conflict with the terms of this Agreement of that in any way modifies, varies, alters, enlarges, or invalidates any of its provisions, and that no obligation of **Lessor** shall be implied in addition to the obligations herein expressed.

34. **LIMITATION OF LIABILITY:**

- A. In no event shall the **Lessor**, the **Lessor's** employees, elected officials, appointed officials, or agents be liable under this Agreement to **Lessee** or any third party for consequential, indirect, incidental, special, exemplary, punitive or enhanced damages or lost profits or revenues, or diminution in value, arising out of, relating to, or in connection with any breach of this Agreement, regardless of (a) whether such damages were foreseeable (b) whether or not the **Lessor** was advised of the possibility of such damages and (c) the legal or equitable theory (contract, tort, or otherwise) upon which the claim is based.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written.

APPROVED AS TO FORM:



ATTEST:

LESSOR:

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

LESSEE:

Spuds Baseball Club LLC  
4251 Gramin Dr.  
Casper, WY 82609

Phone:  
307-258-8556

E-mail  
Paul@spudsbaseball.com

WITNESS:

Phil Moya  
By: [Signature]

Paul Heck  
By: [Signature]

Title: Manager/Partner/owner

## EXHIBIT "A"

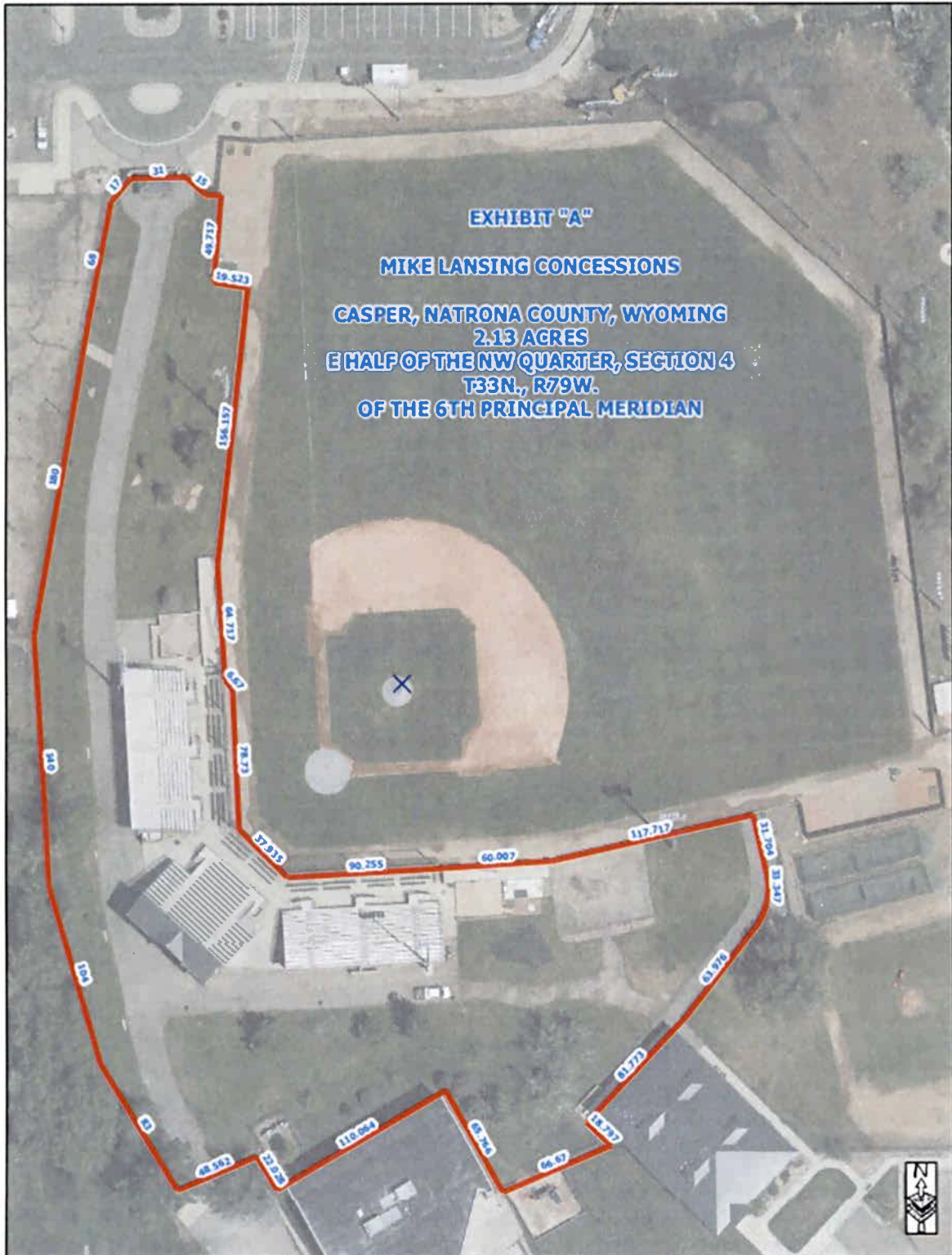
### LEGAL DESCRIPTION

A Parcel located in and being a portion of the E ½ NW ¼, Section 4, Township 33 North, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming and more particularly described by metes and bounds as follows:

Commencing at the Northwest corner of Lot 53 of the C K T Addition and being the Point of Beginning; thence from the Point of Beginning N. 31°55'52" W. a distance of 22.028' to a point; thence S. 66°52'57" W. a distance of 48.562' to a point; thence N. 31°33'57" W. a distance of 83.000' to a point; thence N. 16°8'52" W. a distance of 104.000' to a point; thence N. 3°24'42" W. a distance of 140.000' to a point; thence N. 9°58'11" E. a distance of 180.000' to a point; thence N. 10°44'23" E. a distance of 68.000' to a point; thence N. 40°24'22" E. a distance of 17.000' to a point; thence N. 88°49'31" E. a distance of 31.000' to a point; thence S. 48°27'51" E. a distance of 15.000' to a point; thence S. 88°18'55" E. a distance of 9.000' to a point; thence S. 5°9'1" W. a distance of 49.717' to a point; thence S. 80°47'20" E. a distance of 19.523' to a point; thence S. 6°19'9" W. a distance of 156.157' to a point; thence S. 3°41'29" E. a distance of 64.718' to a point; thence S. 38°39'33" E. a distance of 6.670' to a point; thence S. 2°39'15" E. a distance of 78.730' to a point; thence S. 45°33'21" E. a distance of 37.935' to a point; thence N. 86°41'31" E. a distance of 90.255' to a point; thence N. 86°31'0" E. a distance of 60.007' to a point; thence N. 77°28'16" E. a distance of 117.717' to a point; thence S. 12°56'13" E. a distance of 31.704' to the point of a non-tangent curve; thence continuing along the arc of non-tangent curve to the right having a radius 37.92', and through a central angle of 50°23'24", southwesterly, 33.347', and the chord of which bears S. 10°13'19" W. a distance of 32.283' to a point; thence S. 38°13'22" W. a distance of 63.976' to a point; thence S. 43°58'4" W. a distance of 81.773' to a point; thence S. 47°14'45" E. a distance of 18.797' to a point; thence S. 66°53'45" W. a distance of 66.670' to a point; thence N. 30°3'2" W. a distance of 65.766' to a point; thence S. 59°53'20" W. a distance of 110.064' to the Point of Beginning.

The above described parcel contains 2.13 acres, more or less.

EXHIBIT "A"(Map)





**EXHIBIT "B"**

**City of Casper**  
**Parks, Recreation and Public Facilities Department**  
**Mike Lansing Stadium**

<b>Rates and Fees</b>
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City of Casper	Rates and Fees
-------------------	-------------------

**Concessions**

<b>Seasonal - Mike Lansing</b>	<b>Per Month</b>		<b>\$200.00</b>
--------------------------------	------------------	--	-----------------

Lessee shall also pay the Lessor a fee of 5% of gross receipts from all sales which shall be due and payable to the Lessor on or before the 15th day of each month of this lease.

**Cleaning Fee**

<b>Per staff member, and supplies</b>	<b>Per Hour</b>		<b>\$25.00</b>
---------------------------------------	-----------------	--	----------------

Facility (building) lease will require the Lessee to pay for all utilities expenses.  
This includes Water, Sewer, Gas and Electricity.

RESOLUTION NO. 23-7

A RESOLUTION AUTHORIZING A LEASE AGREEMENT  
WITH THE SPUDS BASEBALL CLUB, LLC, FOR USE OF THE  
MIKE LANSING CONCESSIONS STAND.

WHEREAS, the City is the owner of the Mike Lansing Concessions Stand; and,

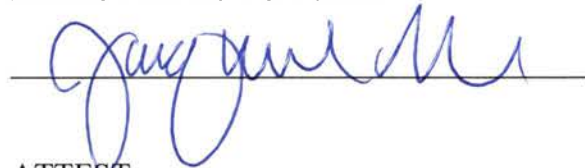
WHEREAS, Spuds Baseball Club, LLC, provides concessions sales and the sale of  
malt beverages, and desires to utilize City-owned facilities for said services; and,

WHEREAS, the City of Casper and the Spuds Baseball Club, LLC, have agreed to  
the terms and conditions of the Lease Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF  
THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to  
execute, and the City Clerk to attest, the Lease Agreement between the City of Casper and Spuds  
Baseball Club, LLC, for the use of the Mike Lansing Stadium concessions stand, bleachers, seating  
platforms, restrooms and egress pathways to seating areas.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2022.

APPROVED AS TO FORM:


  
ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

December 27, 2022

MEMO TO: J. Carter Napier, City Manager 

FROM: Zulima Lopez, Parks, Recreation and Public Facilities Director  
Phil Moya, Recreation Manager

SUBJECT: Authorizing Amendment No. 1 of the Professional Services Contract with Bar-D Signs, Inc. to replace the sign for the Casper Recreation Complex

**Meeting Type & Date**

Regular Meeting  
January 17, 2023

**Action type**

Resolution

**Recommendation**

That Council authorize, by resolution, Amendment No. 1 to the Professional Services Contract between the City of Casper and Bar-D Signs, Inc. to extend the completion date of the project to replace the electronic monument sign for the Casper Recreation Complex.

**Summary**

On August 16, 2022, City Council approved an agreement with Bar-D Signs for the replacement of the Recreation Center Complex sign on the corner of Beverly and 4<sup>th</sup> Streets that was damaged in a car accident in November 2021. An amendment to the Professional Services Contract is needed to extend the completion date of the project from December 31, 2022, to February 28, 2023. This extension is requested due to delays in supply orders as well as the extra time needed to replace damaged parts received by the Contractor for the sign.

**Financial Considerations**

The requested amendment is only for additional time to complete the sign installation; there is no financial impact as a result of the amendment. Insurance reimbursement has already been received by the City Property and Liability Fund from State Farm Insurance in the amount of \$60,426.00 for the assessed value of the damaged masonry sign. The sign replacement costs will come from the Property and Liability Fund.

**Oversight/Project Responsibility**

Zulima Lopez, Parks, Recreation and Public Facilities Director  
Phil Moya, Recreation Manager

**Attachments**

Amendment No.1 to the Professional Services Contract  
Resolution

**AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES CONTRACT  
("AMENDMENT")**

This Amendment to the Professional Services Contract ("Amendment") is entered into on this \_\_\_\_ day of \_\_\_, 20\_\_, by and between the following parties:

1. The City of Casper of Casper, Wyoming ("City"), a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601.
2. Bar D Signs, Inc., 2425 E. Yellowstone Hwy, Casper, Wyoming 82609

Throughout this document, the City and the Contractor may be collectively referred to as the "parties."

**RECITALS**

- A. On August 16, 2022, the City and Bar D Signs, Inc., entered into a *Contract for Professional Services* ("Contract") to replace the electronic digital monument sign for the Casper Recreation Complex that was damaged in a car accident in November 2021, and to define associated obligations of the parties as set forth herein.
- B. Extend the completion date from December 31, 2022, to February 28, 2023, to address delayed shipping of supplies and replacement of damaged goods that were shipped to Contractor.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, the parties hereto agree by and between them to amend the Professional Services Contract as follows:

**1. INCORPORATION OF RECITALS**

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

**2. AMENDMENT TO PART 1 - AGREEMENT**

Section 2. Time of Performance: Which begins with, "The services of the Contractor shall be undertaken and completed on or before the 31<sup>st</sup> day of December 2022," is deleted in its entirety and replaced with the following:

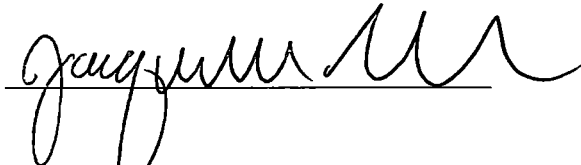
Section 2. Time of Performance: The services of the Contractor shall be undertaken and completed on or before the 28<sup>th</sup> day of February 2023.

### 3. RATIFICATION

The terms and conditions of the Contract, as modified herein, are hereby ratified by the parties and shall remain in full force and effect.

**IN WITNESS WHEREOF**, the undersigned duly authorized representatives of the Parties have executed this Amendment as of the day and year above.

APPROVED AS TO FORM


  
ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

WITNESS

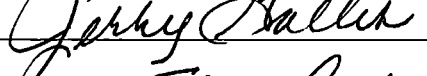
By:   
Printed Name: Christina Batt  
Title: Admin Services Rep III

CONTRACTOR

Bar D Signs, Inc.

2425 E. Yellowstone Hwy.

Casper WY, 82609

By:   
Printed Name: Jerry Gales  
Title: owner

RESOLUTION NO. 23-8

A RESOLUTION AUTHORIZING AMENDMENT NO.1 TO THE PROFESSIONAL SERVICES CONTRACT WITH THE BAR D SIGNS, INC., TO REPLACE A ELETRONIC DIGITAL MONUMENT SIGN.

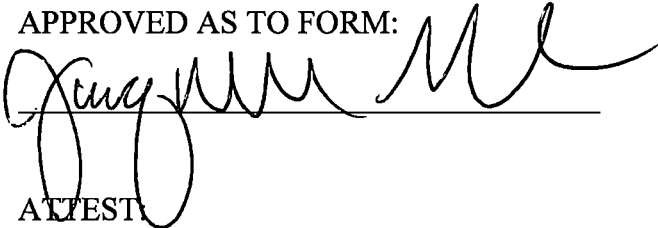
WHEREAS, On August 16, 2022, the City and Bar D Signs, Inc., entered into a *Professional Services Contract* to replace the electronic digital monument sign for the Casper Recreation Complex that was damaged in a car accident in November 2021; and

WHEREAS, the City of Casper and the Bar D Signs, Inc., have agreed to the terms and conditions of the extended timeline set forth in Amendment No. 1 of the Professional Services Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, Amendment No.1 to the Professional Services Contract between the City of Casper and Bar D Signs, Inc., to replace the electronic digital monument sign for the Casper Recreation Complex.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2023.

APPROVED AS TO FORM:


  
ATTEST


Fleur Tremel  
City Clerk

CITY OF CASPER, WYOMING  
A Municipal Corporation

Bruce Knell  
Mayor

January 5, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Bruce Martin, Public Utilities Manager

SUBJECT: Submission of Several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Meeting Type & Date**

Regular Council Meeting  
January 17, 2023

**Action Type**

Resolution

**Recommendation**

That Council consider the submission of several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Summary**

The OSLI is accepting grant applications for the Local Government Project ARPA Program. The program contains \$50,000,000 for various types of projects including water and sewer projects. Applications will be accepted through January 23, 2023 with project selection to be at an upcoming State Loan and Investment Board meeting.

In August of 2022, the City submitted six applications for the Water and Sewer ARPA grant program with one project receiving funding. The grant applications for the remaining five projects will be updated and submitted for this round of funding. These projects are as follows: 1<sup>st</sup> and Poplar Street Utility Relocation Project, City of Casper Wastewater Treatment Plant Motor Control Center Replacement Project, Poplar Street CY to Collins Utility Replacement Project, Poplar Street Water Main Replacement Project, and the City of Casper Wastewater Treatment Plant Secondary Concrete Rehabilitation Project.

**Financial Considerations**

There is no application submittal cost. Match funding will be from the Water Fund, Sewer Fund, and the Wastewater Treatment Plant Fund. Match funding may include water and sewer One Cent funding and/or current fund reserves.

**Oversight/Project Responsibility**

Andrew Beamer, P.E., Public Services Director  
Bruce Martin, Public Utilities Manager

**Attachments**  
N/A



OFFICE OF STATE LANDS AND INVESTMENTS  
Local Government Project ARPA Grants  
Certification Statement

WHEREAS, the Governing Body for the

City of Casper

Hereby certifies that the funding being applied for under the LOCAL GOVERNMENT PROJECT ARPA GRANTS program will be used in accordance with all requirements and conditions of the ARPA, 2022 Wyo. Sess. Laws Ch. 50, and this Chapter. If it is determined that the funds were not used as intended, the recipient shall refund disbursed funds to the Office within fifteen (15) Business Day following notification.

Furthermore, it is certified that I have read the information on evidence based interventions and project demographic distributions. If my project has either denotation, I have included the requirements and the dollar amount of the total project spending that is allocated towards evidence based interventions and/or project demographic distribution in the verbiage of the project description.

BE IT FURTHER RESOLVED, that

Bruce Knell, Mayor and J. Carter Napier, City Manager

(Name and Title of Person(s))

are hereby designated as the authorized representatives of the  
City of Casper  
to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

17th

(Date)

day of

January

(Month)

2023

(Year)

(Signature)

Bruce Knell, Mayor

(Name and Title)

Attest:

(Signature)

Fleur Tremel, City Clerk

(Name and Title)

RESOLUTION NO. 23-9

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE WYOMING STATE LOAN AND INVESTMENT BOARD FOR A GRANT THROUGH THE LOCAL GOVERNMENT PROJECT ARPA GRANT FUNDING PROGRAM FOR THE 1ST AND POPLAR STREET UTILITY RELOCATION PROJECT.

WHEREAS, the Governing Body for the City of Casper desires to participate in the Local Government Project ARPA Grant program to assist in financing this project; and,

WHEREAS, the Governing Body for the City of Casper continues to recognize the need for this project; and,

WHEREAS, the Local Government Project ARPA Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's (SLIB) Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and,


WHEREAS, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the American Rescue Plan Act (ARPA), the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER: That a grant application in the amount of Four Million Dollars (\$4,000,000) be submitted to the State Loan and Investment Board for consideration at a State Loan and Investment Board meeting to assist in funding the 1<sup>st</sup> and Poplar Street Utility Relocation Project

BE IT FURTHER RESOLVED: That the Mayor or City Manager of the City of Casper are hereby designated as authorized representatives of the City of Casper to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED, AND ADOPTED this 17th day of January, 2023.

APPROVED AS TO FORM

  
\_\_\_\_\_


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

January 5, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Bruce Martin, Public Utilities Manager

SUBJECT: Submission of Several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Meeting Type & Date**

Regular Council Meeting  
January 17, 2023

**Action Type**

Resolution

**Recommendation**

That Council consider the submission of several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Summary**

The OSLI is accepting grant applications for the Local Government Project ARPA Program. The program contains \$50,000,000 for various types of projects including water and sewer projects. Applications will be accepted through January 23, 2023 with project selection to be at an upcoming State Loan and Investment Board meeting.

In August of 2022, the City submitted six applications for the Water and Sewer ARPA grant program with one project receiving funding. The grant applications for the remaining five projects will be updated and submitted for this round of funding. These projects are as follows: 1<sup>st</sup> and Poplar Street Utility Relocation Project, City of Casper Wastewater Treatment Plant Motor Control Center Replacement Project, Poplar Street CY to Collins Utility Replacement Project, Poplar Street Water Main Replacement Project, and the City of Casper Wastewater Treatment Plant Secondary Concrete Rehabilitation Project.

**Financial Considerations**

There is no application submittal cost. Match funding will be from the Water Fund, Sewer Fund, and the Wastewater Treatment Plant Fund. Match funding may include water and sewer One Cent funding and/or current fund reserves.

**Oversight/Project Responsibility**

Andrew Beamer, P.E., Public Services Director  
Bruce Martin, Public Utilities Manager

**Attachments**  
N/A

OFFICE OF STATE LANDS AND INVESTMENTS  
Local Government Project ARPA Grants  
Certification Statement

WHEREAS, the Governing Body for the

City of Casper

Hereby certifies that the funding being applied for under the LOCAL GOVERNMENT PROJECT ARPA GRANTS program will be used in accordance with all requirements and conditions of the ARPA, 2022 Wyo. Sess. Laws Ch. 50, and this Chapter. If it is determined that the funds were not used as intended, the recipient shall refund disbursed funds to the Office within fifteen (15) Business Day following notification.

Furthermore, it is certified that I have read the information on evidence based interventions and project demographic distributions. If my project has either denotation, I have included the requirements and the dollar amount of the total project spending that is allocated towards evidence based interventions and/or project demographic distribution in the verbiage of the project description.

BE IT FURTHER RESOLVED, that

Bruce Knell, Mayor and J. Carter Napier, City Manager

(Name and Title of Person(s))

are hereby designated as the authorized representatives of the  
City of Casper  
to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

17th

(Date)

day of

January

(Month)

2023

(Year)

(Signature)

Bruce Knell, Mayor

(Name and Title)

Attest:

(Signature)

Fleur Tremel, City Clerk

(Name and Title)

RESOLUTION NO. 23-10

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE WYOMING STATE LOAN AND INVESTMENT BOARD FOR A GRANT THROUGH THE LOCAL GOVERNMENT PROJECT ARPA GRANT FUNDING PROGRAM FOR THE POPLAR STREET CY TO COLLINS UTILITY REPLACEMENT PROJECT.

WHEREAS, the Governing Body for the City of Casper desires to participate in the Local Government Project ARPA Grant program to assist in financing this project; and,

WHEREAS, the Governing Body for the City of Casper continues to recognize the need for this project; and,

WHEREAS, the Local Government Project ARPA Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's (SLIB) Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and,

WHEREAS, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the American Rescue Plan Act (ARPA), the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER: That a grant application in the amount of One Million Two Hundred Thousand Dollars (\$1,200,000) be submitted to the State Loan and Investment Board for consideration at a State Loan and Investment Board meeting to assist in funding the Poplar Street CY to Collins Utility Replacement Project.

BE IT FURTHER RESOLVED: That the Mayor or City Manager of the City of Casper are hereby designated as authorized representatives of the City of Casper to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED, AND ADOPTED this 17th day of January, 2023.

APPROVED AS TO FORM

  
\_\_\_\_\_


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

January 5, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Bruce Martin, Public Utilities Manager

SUBJECT: Submission of Several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Meeting Type & Date**

Regular Council Meeting  
January 17, 2023

**Action Type**

Resolution

**Recommendation**

That Council consider the submission of several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Summary**

The OSLI is accepting grant applications for the Local Government Project ARPA Program. The program contains \$50,000,000 for various types of projects including water and sewer projects. Applications will be accepted through January 23, 2023 with project selection to be at an upcoming State Loan and Investment Board meeting.

In August of 2022, the City submitted six applications for the Water and Sewer ARPA grant program with one project receiving funding. The grant applications for the remaining five projects will be updated and submitted for this round of funding. These projects are as follows: 1<sup>st</sup> and Poplar Street Utility Relocation Project, City of Casper Wastewater Treatment Plant Motor Control Center Replacement Project, Poplar Street CY to Collins Utility Replacement Project, Poplar Street Water Main Replacement Project, and the City of Casper Wastewater Treatment Plant Secondary Concrete Rehabilitation Project.

**Financial Considerations**

There is no application submittal cost. Match funding will be from the Water Fund, Sewer Fund, and the Wastewater Treatment Plant Fund. Match funding may include water and sewer One Cent funding and/or current fund reserves.

**Oversight/Project Responsibility**

Andrew Beamer, P.E., Public Services Director  
Bruce Martin, Public Utilities Manager

**Attachments**  
N/A



OFFICE OF STATE LANDS AND INVESTMENTS  
Local Government Project ARPA Grants  
Certification Statement

WHEREAS, the Governing Body for the

City of Casper

Hereby certifies that the funding being applied for under the LOCAL GOVERNMENT PROJECT ARPA GRANTS program will be used in accordance with all requirements and conditions of the ARPA, 2022 Wyo. Sess. Laws Ch. 50, and this Chapter. If it is determined that the funds were not used as intended, the recipient shall refund disbursed funds to the Office within fifteen (15) Business Day following notification.

Furthermore, it is certified that I have read the information on evidence based interventions and project demographic distributions. If my project has either denotation, I have included the requirements and the dollar amount of the total project spending that is allocated towards evidence based interventions and/or project demographic distribution in the verbiage of the project description.

BE IT FURTHER RESOLVED, that

Bruce Knell, Mayor and J. Carter Napier, City Manager

(Name and Title of Person(s))

are hereby designated as the authorized representatives of the  
City of Casper  
to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

17th

(Date)

day of

January

(Month)

2023

(Year)

(Signature)

Bruce Knell, Mayor

(Name and Title)

Attest:

(Signature)

Fleur Tremel, City Clerk

(Name and Title)

RESOLUTION NO. 23-11

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE WYOMING STATE LOAN AND INVESTMENT BOARD FOR A GRANT THROUGH THE LOCAL GOVERNMENT PROJECT ARPA GRANT FUNDING PROGRAM FOR THE POPLAR STREET WATER MAIN REPLACEMENT PROJECT.

WHEREAS, the Governing Body for the City of Casper desires to participate in the Local Government Project ARPA Grant program to assist in financing this project; and,

WHEREAS, the Governing Body for the City of Casper continues to recognize the need for this project; and,

WHEREAS, the Local Government Project ARPA Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's (SLIB) Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and,

WHEREAS, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the American Rescue Plan Act (ARPA), the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER: That a grant application in the amount of Two Million Dollars (\$2,000,000) be submitted to the State Loan and Investment Board for consideration at a State Loan and Investment Board meeting to assist in funding the Poplar Street Water Main Replacement Project.

BE IT FURTHER RESOLVED: That the Mayor or City Manager of the City of Casper are hereby designated as authorized representatives of the City of Casper to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED, AND ADOPTED this 17th day of January, 2023.

APPROVED AS TO FORM

  
\_\_\_\_\_


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

January 5, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Bruce Martin, Public Utilities Manager

SUBJECT: Submission of Several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Meeting Type & Date**

Regular Council Meeting  
January 17, 2023

**Action Type**

Resolution

**Recommendation**

That Council consider the submission of several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Summary**

The OSLI is accepting grant applications for the Local Government Project ARPA Program. The program contains \$50,000,000 for various types of projects including water and sewer projects. Applications will be accepted through January 23, 2023 with project selection to be at an upcoming State Loan and Investment Board meeting.

In August of 2022, the City submitted six applications for the Water and Sewer ARPA grant program with one project receiving funding. The grant applications for the remaining five projects will be updated and submitted for this round of funding. These projects are as follows: 1<sup>st</sup> and Poplar Street Utility Relocation Project, City of Casper Wastewater Treatment Plant Motor Control Center Replacement Project, Poplar Street CY to Collins Utility Replacement Project, Poplar Street Water Main Replacement Project, and the City of Casper Wastewater Treatment Plant Secondary Concrete Rehabilitation Project.

**Financial Considerations**

There is no application submittal cost. Match funding will be from the Water Fund, Sewer Fund, and the Wastewater Treatment Plant Fund. Match funding may include water and sewer One Cent funding and/or current fund reserves.

**Oversight/Project Responsibility**

Andrew Beamer, P.E., Public Services Director  
Bruce Martin, Public Utilities Manager

**Attachments**  
N/A

OFFICE OF STATE LANDS AND INVESTMENTS  
Local Government Project ARPA Grants  
Certification Statement

WHEREAS, the Governing Body for the

City of Casper

Hereby certifies that the funding being applied for under the LOCAL GOVERNMENT PROJECT ARPA GRANTS program will be used in accordance with all requirements and conditions of the ARPA, 2022 Wyo. Sess. Laws Ch. 50, and this Chapter. If it is determined that the funds were not used as intended, the recipient shall refund disbursed funds to the Office within fifteen (15) Business Day following notification.

Furthermore, it is certified that I have read the information on evidence based interventions and project demographic distributions. If my project has either denotation, I have included the requirements and the dollar amount of the total project spending that is allocated towards evidence based interventions and/or project demographic distribution in the verbiage of the project description.

BE IT FURTHER RESOLVED, that

Bruce Knell, Mayor and J. Carter Napier, City Manager

(Name and Title of Person(s))

are hereby designated as the authorized representatives of the  
City of Casper  
to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

17th

(Date)

day of

January

(Month)

2023

(Year)

(Signature)

Bruce Knell, Mayor

(Name and Title)

Attest:

(Signature)

Fleur Tremel, City Clerk

(Name and Title)

RESOLUTION NO. 23-12

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE WYOMING STATE LOAN AND INVESTMENT BOARD FOR A GRANT THROUGH THE LOCAL GOVERNMENT PROJECT ARPA GRANT FUNDING PROGRAM FOR THE CITY OF CASPER WASTEWATER TREATMENT PLANT MOTOR CONTROL CENTER REPLACEMENT PROJECT.

WHEREAS, the Governing Body for the City of Casper desires to participate in the Local Government Project ARPA Grant program to assist in financing this project; and,

WHEREAS, the Governing Body for the City of Casper continues to recognize the need for this project; and,

WHEREAS, the Local Government Project ARPA Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's (SLIB) Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and,


WHEREAS, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the American Rescue Plan Act (ARPA), the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER: That a grant application in the amount of Three Million Dollars (\$3,000,000) be submitted to the State Loan and Investment Board for consideration at a State Loan and Investment Board meeting to assist in funding the City of Casper Wastewater Treatment Plant Motor Control Center Replacement Project.

BE IT FURTHER RESOLVED: That the Mayor or City Manager of the City of Casper are hereby designated as authorized representatives of the City of Casper to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED, AND ADOPTED this 17th day of January, 2023.

APPROVED AS TO FORM

  
\_\_\_\_\_


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

January 5, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Bruce Martin, Public Utilities Manager

SUBJECT: Submission of Several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Meeting Type & Date**

Regular Council Meeting  
January 17, 2023

**Action Type**

Resolution

**Recommendation**

That Council consider the submission of several Local Government Project ARPA Program Grant Applications to the Wyoming Office of State Lands and Investments (OSLI).

**Summary**

The OSLI is accepting grant applications for the Local Government Project ARPA Program. The program contains \$50,000,000 for various types of projects including water and sewer projects. Applications will be accepted through January 23, 2023 with project selection to be at an upcoming State Loan and Investment Board meeting.

In August of 2022, the City submitted six applications for the Water and Sewer ARPA grant program with one project receiving funding. The grant applications for the remaining five projects will be updated and submitted for this round of funding. These projects are as follows: 1<sup>st</sup> and Poplar Street Utility Relocation Project, City of Casper Wastewater Treatment Plant Motor Control Center Replacement Project, Poplar Street CY to Collins Utility Replacement Project, Poplar Street Water Main Replacement Project, and the City of Casper Wastewater Treatment Plant Secondary Concrete Rehabilitation Project.

**Financial Considerations**

There is no application submittal cost. Match funding will be from the Water Fund, Sewer Fund, and the Wastewater Treatment Plant Fund. Match funding may include water and sewer One Cent funding and/or current fund reserves.

**Oversight/Project Responsibility**

Andrew Beamer, P.E., Public Services Director  
Bruce Martin, Public Utilities Manager

**Attachments**  
N/A



OFFICE OF STATE LANDS AND INVESTMENTS  
Local Government Project ARPA Grants  
Certification Statement

WHEREAS, the Governing Body for the

City of Casper

Hereby certifies that the funding being applied for under the LOCAL GOVERNMENT PROJECT ARPA GRANTS program will be used in accordance with all requirements and conditions of the ARPA, 2022 Wyo. Sess. Laws Ch. 50, and this Chapter. If it is determined that the funds were not used as intended, the recipient shall refund disbursed funds to the Office within fifteen (15) Business Day following notification.

Furthermore, it is certified that I have read the information on evidence based interventions and project demographic distributions. If my project has either denotation, I have included the requirements and the dollar amount of the total project spending that is allocated towards evidence based interventions and/or project demographic distribution in the verbiage of the project description.

BE IT FURTHER RESOLVED, that

Bruce Knell, Mayor and J. Carter Napier, City Manager

(Name and Title of Person(s))

are hereby designated as the authorized representatives of the  
City of Casper  
to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

17th

(Date)

day of

January

(Month)

2023

(Year)

(Signature)

Bruce Knell, Mayor

(Name and Title)

Attest:

(Signature)

Fleur Tremel, City Clerk

(Name and Title)

RESOLUTION NO. 23-13

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE WYOMING STATE LOAN AND INVESTMENT BOARD FOR A GRANT THROUGH THE LOCAL GOVERNMENT PROJECT ARPA GRANT FUNDING PROGRAM FOR THE CITY OF CASPER WASTEWATER TREATMENT PLANT SECONDARY CONCRETE REHABILITATION PROJECT.

WHEREAS, the Governing Body for the City of Casper desires to participate in the Local Government Project ARPA Grant program to assist in financing this project; and,

WHEREAS, the Governing Body for the City of Casper continues to recognize the need for this project; and,

WHEREAS, the Local Government Project ARPA Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's (SLIB) Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and,

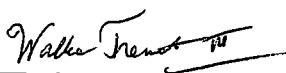
WHEREAS, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the American Rescue Plan Act (ARPA), the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER: That a grant application in the amount of One Million Two Hundred Thousand Dollars (\$1,200,000) be submitted to the State Loan and Investment Board for consideration at a State Loan and Investment Board meeting to assist in funding the City of Casper Wastewater Treatment Plant Secondary Concrete Rehabilitation Project.

BE IT FURTHER RESOLVED: That the Mayor or City Manager of the City of Casper are hereby designated as authorized representatives of the City of Casper to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED, AND ADOPTED this 17th day of January, 2023.

APPROVED AS TO FORM

  
\_\_\_\_\_


ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

January 3, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director  
Alex Sveda, P.E., City Engineer  
Terry Cottenoir, Engineering Technician

SUBJECT: Authorizing a Contract for Professional Services with ITC Electrical Technologies, in the Amount of \$121,750.00, for the Wastewater Treatment Plant Transformer Replacement, Project No. 22-057.

**Meeting Type & Date**

Regular Council Meeting  
January 17, 2023

**Action type**

Resolution

**Recommendation**

That Council, by resolution, authorize a Contract for Professional Services with ITC Electrical Technologies (ITC), for the Wastewater Treatment Plant Transformer Replacement, Project No. 22-057.

**Summary**

In December 2021, a new emergency generator was commissioned at the Sam H. Hobbs Wastewater Treatment Plant (WWTP). As a part of the start-up and commissioning of the generator, power quality meters were placed on various pieces of equipment by the electrical consultant, Arcadis, to observe the electrical power data. During the operation of the emergency generator, higher than acceptable levels of harmonics were observed from the Operations Building transformer. After additional investigation, it was determined that this transformer is of the wrong type and configuration for the electrical power at the WWTP, and is near the end of its operational life span at nearly 30 years. Arcadis recommended that the transformer be removed and replaced with the correct 1500 kVA pad mount oil-filled transformer. Arcadis provided an estimate of \$90,000 to replace the transformer.

Due to the importance of this piece of equipment to be operational for the WWTP, proposals were solicited from local electrical engineering firms with licensed electrical engineers to remove and replace the Operations Building transformer. The proposals received are as follows:

**CONTRACOR**

**ITC**

Casper Electric, Inc.

Automation & Electronics, Inc.

**BUSINESS LOCATION**

**Casper, Wyoming**

Casper, Wyoming

Casper, Wyoming

**PROPOSAL**

**\$121,750.00**

Declined to Propose

Declined to Propose

The proposal provided by ITC includes \$106,750.00 for the procurement, removal, replacement, and commissioning and start-up of a new/refurbished 1500kVA pad mount oil-filled transformer. Additionally, the proposal includes a \$15,000.00 adder for ITC to provide a design review of the Operations Building transformer electrical service to determine what is required to remove or replace 480V switchgear feeding the building that is at the end of its operational life span.

City staff recommends that ITC be awarded the Contract for Professional Services for the Wastewater Treatment Plant Transformer Replacement. ITC performed the work to install the new WWTP emergency generator in 2021, and is familiar with the site and its requirements. Under the terms of this contract, ITC will provide professional services for the procurement, removal, replacement, and commissioning and start-up of a new/refurbished 1500kVA pad mount oil-filled transformer. Work is scheduled to be completed by November 1, 2023.

#### **Financial Considerations**

Funding will be from the Wastewater Treatment Plant Current Funds allocated transformer replacement.

#### **Oversight/Project Responsibility**

Terry Cottenoir, Engineering Technician, Public Services Department.

#### **Attachments**

Resolution

Contract for Professional Services

## **CONTRACT FOR PROFESSIONAL SERVICES**

### **PART I - AGREEMENT**

This Contract for Professional Services (“Contract”) is entered into on this 17<sup>th</sup> day of January, 2023, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 (“City”).
2. ITC Electrical Technologies, PO Box 3042, Mills, Wyoming 82644 (“Contractor”).

Throughout this document, the City and the Contractor may be collectively referred to as the “parties.”

### **RECITALS**

A. The City is undertaking a project to remove and replace the operations transformer at the Sam H. Hobbs Wastewater Treatment Plant.

B. The project requires professional services for the procurement, removal, replacement, and commissioning and start-up of a new/refurbished 1500kVA pad mount oil-filled transformer.

C. The Contractor represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Contractor for such services.

**NOW, THEREFORE**, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. **SCOPE OF SERVICES:**

The Contractor shall perform the services detailed in their proposal attached as Exhibit “A” and hereby made part of this Contract.

2. **TIME OF PERFORMANCE:**

The services of the Contractor shall be undertaken and completed on or before the 1<sup>st</sup> day of December, 2023.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Contractor shall be compensated for services performed in accordance with paragraph 1, not to exceed a sum of One Hundred Twenty-One Thousand Seven Hundred Fifty Dollars (\$121,750.00).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Contractor for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Contractor has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Contractor's authorized representatives.

The City and the Contractor each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

**IN WITNESS WHEREOF**, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

A handwritten signature in blue ink, appearing to read "Wallace Tremble", is written over a horizontal line.

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor


WITNESS

CONTRACTOR  
ITC Electrical Technologies

By: \_\_\_\_\_

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

Title: \_\_\_\_\_

DocuSigned by:  
By:  \_\_\_\_\_  
9D99CDA057D04F6...

Printed Name: Betsy McLemore \_\_\_\_\_

Title: Business Compliance \_\_\_\_\_

## **CONTRACT FOR PROFESSIONAL SERVICES**

### **PART II - GENERAL TERMS AND CONDITIONS**

#### **1. TERMINATION OF CONTRACT:**

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Contractor of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Contractor under this Contract shall, at the option of the City, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Contractor, or any breach of the Contract by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the City from the Contractor are determined.

#### **2. CHANGES:**

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon between the City and the Contractor, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Contractor's compensation unless approved by Resolution adopted by City.

#### **3. ASSIGNABILITY:**

The Contractor shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to the Contractor from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

#### **4. AUDIT:**

The City and its representatives shall have access and obtain at its discretion, copies to any books, documents, papers, electronic data and records of the Contractor, which are pertinent to this Contract. The Contractor shall immediately, upon receiving written instruction from the City, provide to any independent auditor or accountant all books, documents, papers, electronic data and recordings of the Contractor which are pertinent to



this Contract. The Contractor shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the City.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Contractor shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Contractor under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this Contract, they will be turned over to the City provided that, in any case, the Contractor may, at no additional expense to the City, make and retain such additional copies thereof as Contractor desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Contractor be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Contractor under this Contract are confidential and shall not be made available to any individual or organization by the Contractor without the prior written consent of the City.

8. CHOICE OF FORUM AND STATUTE OF LIMITATIONS:

Each Party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts and agrees to bring any such action, litigation or proceeding only in the courts of the State of Wyoming sitting in Casper, Wyoming. Each Party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law. To the extent allowable, Wyoming's statute of limitations also applies.

9. GOVERNING LAW:

This Contract, including all exhibits, schedules, attachments, and appendices attached hereto, and all matters arising out of or relating to this Contract, are governed by, and construed in accordance with, the laws of the State of Wyoming, United States of America, without regard to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Wyoming.

10. PERSONNEL:

The Contractor represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Contractor, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Contractor shall be employed in conformity with applicable local, state or federal laws.

11. SUBCONTRACTOR:

The Contractor shall not employ any subcontractor to perform any services in the scope of this project, unless the subcontractor is approved in writing by the City. Any approved subcontractor shall be paid by the Contractor.

12. INSURANCE AND INDEMNIFICATION:

A. **Prior to** the commencement of work, Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its subcontractors, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage

2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
  3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
  4. Professional Liability (Errors and Omissions) Insurance appropriate to the Contractor's profession, with limit no less than the sum of Two Million Dollars (\$2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars (\$2,000,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.
- C. Higher Limits.* If the Contractor maintains broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

*D. Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this Contract, the Contractor's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Contractor as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

Contractor has two options regarding deductibles and self-insured retentions:

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- b. Option 2: Contractor shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Contractor is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Contractor shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*

If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the Contract or the beginning of Contract work.

- b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work*. However, Contractor's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the Contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of *five (5) years* after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Contractor shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subcontractors*

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that the City is an additional insured on insurance required from subcontractors.

10. *Special Risks or Circumstances*

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

- E. Contractor agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Contractor and any subcontractor thereof.

13. LIMITATION OF LIABILITY:

In no event shall the City, the City's employees, elected officials, appointed officials, or agents be liable under this Contract to Contractor or any third party for consequential, indirect, incidental, special, exemplary, punitive or enhanced damages or lost profits or

revenues, or diminution in value, arising out of, relating to, or in connection with any breach of this Contract, regardless of (a) whether such damages were foreseeable (b) whether or not the Contractor was advised of the possibility of such damages and (c) the legal or equitable theory (contract, tort, or otherwise) upon which the claim is based.

14. INTENT:

Contractor represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Contractor shall perform all of the services for the compensation set forth in this Contract. Contractor also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Contractor agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

15. WYOMING GOVERNMENTAL CLAIMS ACT:

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

16. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

17. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

18. ELECTRONIC SIGNATURES:

Template 12/22/2022

Contractor's Name: ITC Electrical Technologies

Page 10 of 11

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.

## Exhibit "A"



# Operations Transformer Replacement

ITC Electrical Technologies  
PO Box 3042  
Mills, Wyoming 82644  
307.234.3544

Proposal prepared on: **January 10, 2023**

Proposal prepared for: **City of Casper**  
**Attn: Terry Cottenoir**  
**200 North David Street**  
**Casper, Wyoming 82601**  
**307.235.8341**  
**tcottenoir@casperwy.gov**

I am pleased to submit this estimate for the **replacement of the operations transformer** on behalf of ITC Electrical Technologies. I would like to convey my appreciation to you for contacting us to provide this estimate and to thank you for your consideration of ITC Electrical Technologies as a potential partner in your project.

### Qualifications

The correctness and completeness of the contract documents provided to ITC Electrical Technologies for the basis of this proposal is the sole responsibility of those who have prepared and provided them. This proposal covers only that work that is adequately shown, described, and/or detailed in the contract documents referenced in this proposal or information provided to ITC Electrical Technologies by representatives of the City of Casper. It is understood by the City of Casper that the Scope of Work presented in this proposal is general in nature for each site and that change orders may become necessary depending on existing site conditions, the data required to be gathered, or any additional requirements or limitations not previously agreed upon.



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## Service Proposal

ITC Electrical Technologies hereby proposes to provide the necessary labor, material, equipment, and consumables to complete the general Scope of Work outlined below.

**Scope of Work:** Procurement of new/refurbished 1500kVA pad mount oil-filled transformer. Removal of existing transformer and disposal. Installation and commissioning of the transformer. The estimated time of completion is Dec 1<sup>st</sup> based on current equipment availability.

**Adder:** ITC conducted a walkthrough to inspect the 480VAC switch feeding the operations building. Based on the findings ITC recommends the removal or replacement of this switch due to the age and conditions of the equipment. ITC proposes to perform a design review of the operations transformer service to determine what is required to either replace or remove the switch. ITC will require a minimum 2-hr. outage of the operations transformer to inspect the 480VAC service entrance switch and the Motor Control Center located inside the operations electrical room.

### Exclusions

- Extended project schedule resulting from owner, engineering, contract, construction, material procurement, and weather delays
- Additional labor required for compressed or accelerated project schedule
- Additional costs incurred for accelerated procurement of materials
- Clearing or removing any obstructions to access equipment, such as trees or infrastructure.
- Temporary power and lighting to operations during the completion of the scope.
- Abatement or disposal of hazardous materials
- Dumpsters and refuse disposal fees
- Replacement of existing equipment, fixtures, conduits, fittings, conductors, and devices intended for reuse deemed damaged or inoperable during pre-study inspection
- Customer costs and fees resulting from downtime required for de-energized equipment studies

### Please take note of the following provisions:

- Any deviation from items listed in the Scope of Work will result in a price increase
- Material will be invoiced upon submittal of purchase order

- Partial payment of invoiced work will be required due to the anticipated project duration
- Payment is expected **45 days** from the date of invoice, in accordance with Wyoming Statutes Section 16-6-602.

**Total estimate for scope:**

**\$106,750**

(One hundred and six thousand seven hundred and fifty

dollars)

**Total estimate for adder:**

**\$15,000**

(Fifteen thousand dollars)

**NOTE:** This proposal may be withdrawn if not accepted within **21** days of the submitted by date.

**Submitted by:**

Josh Jenkins

Signature: Josh Jenkins Date: January 10, 2023

**Accepted by:**

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

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Upon acceptance of this proposal, please sign and return one copy to our office. **THANK YOU for choosing ITC Electrical Technologies.**

RESOLUTION NO. 23-14

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH ITC ELECTRICAL TECHNOLOGIES, FOR THE WASTEWATER TREATMENT PLANT TRANSFORMER REPLACEMENT, PROJECT NO. 22-057.

WHEREAS, the City of Casper desires to remove and replace the operations transformer at the Sam H. Hobbs Wastewater Treatment Plant for the Wastewater Treatment Plant Transformer Replacement, Project 22-057; and,

WHEREAS, ITC Electrical Technologies, is able and willing to provide these professional services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with ITC Electrical Technologies, for the engineering services more specifically delineated in the Contract for Professional Services, in the amount of One Hundred Twenty-One Thousand Seven Hundred Fifty Dollars (\$121,750.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions, using appropriate funds, throughout the project as prescribed by the Contract, for a total amount not to exceed One Hundred Twenty-One Thousand Seven Hundred Fifty Dollars (\$121,750.00).

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2023.

APPROVED AS TO FORM:

(Wastewater Treatment Plant Transformer Replacement, Project No. 22-057)



ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

December 19, 2022

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

FROM: Andrew Beamer, P.E., Public Services Director *AB*  
Bruce Martin, Public Utilities Director  
Alex Sveda, P.E., City Engineer *AS*

SUBJECT: Authorizing a Contract for Professional Services with Jacobs Engineering Group, Inc., in the amount of \$210,979, for Engineering Services related to Phase 2 of the Sam H. Hobbs Wastewater Treatment Plant Secondary Treatment Rehabilitation, Project No. 23-002.

Meeting Type & Date:  
Regular Council Meeting  
January 17, 2023

Action Type:  
Resolution

Recommendation:  
That Council, by resolution, authorize a Contract for Professional Services with Jacobs Engineering Group, Inc. (Jacobs), in the amount of \$210,979, for Engineering Services related to Phase 2 of the Sam H. Hobbs Wastewater Treatment Plant Secondary Treatment Rehabilitation, Project No. 23-002.

Summary:  
In 2017, CH2M Hill Engineers was contracted to complete a conditions assessment study with facility modifications recommendations for the WWTP. The assessment results included recommendations to install secondary treatment aeration basin isolation gates and to replace Dewatering (DEW) piping in the secondary gallery (Phase 1 work). The assessment results also included recommendations for replacement of large-diameter mixed liquor (ML) steel piping in the secondary gallery and replacement of Return Activated Sludge (RAS) valves, piping, flow meters, and fittings (Phase 2 work).

In 2020, Phase 1 work was constructed. Currently, RAS valves and piping have extensive internal corrosion and are in need of repair. The forty-year-old 36-inch and 42-inch sections of ML steel piping have experienced severe corrosion and are recommended for replacement. All of the above Phase 2 work will require PLC (Programmable Logic Controls) design work to incorporate into the plant's existing SCADA (Systems Control And Data Acquisition) system.

Construction of the improvements is expected to cost \$2.9 Million. Jacobs has submitted a proposal for engineering design, bidding, construction administration and warranty inspections for construction of the above Phase 2 WWTP facilities modifications. City Staff has reviewed Jacob's proposal and recommend Jacobs to perform the engineering work in the amount of \$210,979.

Financial Considerations

Funding for this project will be from American Rescue Plan Act (ARPA) funding and WWTP Reserves.

Oversight/Project Responsibility

Alex Sveda, Associate Engineer

Attachments

Resolution  
Agreement

## CONTRACT FOR PROFESSIONAL SERVICES

### PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").

2. Jacobs Engineering Group, Inc. (Jacobs), Loveland Office: 2725 Rocky Mountain Avenue, Suite 330, Loveland, CO 80538 ("Consultant").

Throughout this document, the City and the Consultant may be collectively referred to as the "parties."

### RECITALS

A. The City is undertaking a project to replace return activated sludge (RAS) valves, piping, flow meters, and fittings, and replace mixed liquor steel piping, otherwise known as the Sam H. Hobbs Wastewater Treatment Plant Secondary Treatment Rehabilitation Phase 2, Project No. 23-002.

B. The project requires professional services for the design, bidding, construction administration and a warranty inspection in relation to the project.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Consultant for such services.

**NOW, THEREFORE**, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project as provided in Exhibit "A", Exhibit "B", and Exhibit "C, which are attached hereto and made a part of this Contract.

2. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken and completed on or before the 15<sup>th</sup> day of September, 2024.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with paragraph 1, not to exceed a sum of Two Hundred Ten Thousand Nine Hundred Seventy-Nine and 00/100 Dollars (\$210,979.00).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Consultant to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Consultant pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Consultant's authorized representatives.

The City and the Consultant each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

**IN WITNESS WHEREOF**, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM





ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

WITNESS

CONSULTANT  
Jacobs Engineering Group Inc.

DocuSigned by:  
By: Kile Snider  
BB664E82756E4DC

Printed Name: Kile Snider

Title: Project Manager

DocuSigned by:  
By: Kyle Hamilton  
883A1E98A468496

Printed Name: Kyle Hamilton

Title: Vice President

## CONTRACT FOR PROFESSIONAL SERVICES

### PART II - GENERAL TERMS AND CONDITIONS

#### 1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant are determined.

#### 2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the City and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by City.

#### 3. ASSIGNABILITY:

Neither Party shall assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the other Party: provided, however, that claims for money due or to become due to the Consultant from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

#### 4. AUDIT:

The City or any of its duly authorized representatives shall have access, during Consultant's normal business hours of 9 am to 5 pm, to any books, documents, papers, and records of the Consultant, which are directly pertinent to this Contract for the purpose of making audit, examination, excerpts, and transactions.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, model output data, photographs, films, duplicating plates, and reports prepared by the Consultant under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this agreement, they will be turned over to the City provided that, in any case, the Consultant may, at no additional expense to the City, make and retain such additional copies thereof as Consultant desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, model output data, photographs, films, duplicating plates, or other reports retained by the Consultant be released to any person, agency, corporation, or organization without the written consent of the City. The Consultant is not liable to the City for any claims, damages, losses, and costs, including, but not limited to litigation expenses and attorney's fees arising out of or related to the unauthorized reuse, change or alteration of these project documents.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant without the prior written consent of the City.

8. GOVERNING LAW AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Seventh Judicial District, Natrona County, Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any Subconsultant to perform any services in the scope of this project, unless the Subconsultant is approved in writing by the City. Any approved Subconsultant shall be paid by the Consultant.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to the commencement of work**, Consultant shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its Subconsultants, agents, representatives, or employees.

B. *Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall be \$1,000,000. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit of Five Hundred Thousand (\$500,000) combined single limit per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limits in the amount of Two Million Dollars

(\$2,000,000) per claim and the sum of Two Million Dollars (\$2,000,000) general aggregate.

*C. Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

*1. Additional Insured Status*

The City, its officers, elected and appointed officials, employees, and agents are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. Additional insured coverage shall be provided in the form of an endorsement to the Consultant's General Liability insurance using current ISO Form CG 20 10 (ongoing operations) and CG 20 37 (completed operations/products).

*2. Primary Coverage*

For any claims related to this Contract with exception of Professional Liability Insurance and Workers' Compensation, the Consultant's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 as respects the Consultant as respects the City, its officers, elected and appointed officials, employees, and agents.

*3. Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially adverse change, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

*4. Waiver of Subrogation*

With exception of Professional Liability Insurance, Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

*5. Deductibles and Self-Insured Retentions*

Consultant has two options regarding deductibles and self-insured retentions:

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless

otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

- b. Option 2: Consultant shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Consultant is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Consultant shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

#### 6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

#### 7. *Claims Made Policies*

If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the Contract or the beginning of Contract work.
- b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work*. However, Consultant's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the Contract effective date, the Consultant must purchase "extended reporting" coverage for *five (5) years after completion of contract work*.

#### 8. *Verification of Coverage*

Consultant shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. In the event of a claim, the City reserves the right to request copies of all required insurance policies, including endorsements required herein.

#### 9. *Subconsultants*

Consultant shall require and verify that all Subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from Subconsultants.

10. *Special Risks or Circumstances*

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

D. Consultant agrees to indemnify the City, the City's employees, elected officials, and appointed officials and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Consultant and any Subconsultant thereof.

12. LIMITATION OF LIABILITY:

In no event shall either Party, or their employees, elected officials, appointed officials, or agents be liable under this Contract to the other Party or any third party for consequential, indirect, incidental, special, exemplary, punitive or enhanced damages or lost profits or revenues, or diminution in value, arising out of, relating to, or in connection with any breach of this Contract, regardless of (a) whether such damages were foreseeable (b) whether or not either Party was advised of the possibility of such damages and (c) the legal or equitable theory (contract, tort, or otherwise) upon which the claim is based.

13. INTENT:

Consultant represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Consultant shall perform all of the services for the compensation set forth in this Contract. Consultant also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Consultant agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

14. WYOMING GOVERNMENTAL CLAIMS ACT:

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 *et seq.*, and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

15. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

16. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

17. STANDARD OF CARE:

The Standard of Care for the Consultant under this Contract will be the care and skill ordinarily used by members of the Consultant's profession providing similar services for projects of similar size, location, scope and complexity to this Project.

18. ELECTRONIC SIGNATURES:

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.



# **Exhibit A**

## **Scope of Work for Design and Bid Phase Services for Secondary Treatment System Rehabilitation- Phase 2**

**at the**

### **City of Casper's Sam H. Hobbs Wastewater Treatment Plant**

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#### **PROJECT DESCRIPTION**

The City of Casper (City) hired CH2M HILL Engineers, Inc., now Jacobs Engineering Group Inc. (Consultant), to complete a Preliminary Facilities Plan (Plan) for the secondary treatment system of the City's Sam H. Hobbs Wastewater Treatment Plant (WWTP). As a component of the Plan, a visual condition assessment of the secondary treatment facilities was conducted. The Consultant and the City worked together to produce a prioritized list of recommended improvements based on the assessment findings. Subsequently, following the design of several process mechanical improvements to the secondary treatment facilities, a portion of those improvements was bid and constructed as a project entitled "Secondary Treatment System Rehabilitation" (previous project). Two major portions of the work were deferred from construction. It is the City's intent that those two work items, as described below, be included in a new project to be bid and constructed.

This scope of work details the services to be rendered by Consultant for design, bidding, construction phase and warranty services for the following portions of the previously designed improvements, to be identified as Secondary Treatment System Rehabilitation Project-Phase 2 (project). The project will include the following improvements:

- Return Activated Sludge (RAS) Valves, Flow Meters and Piping Replacement within the RAS Pump Room and outside of the room within the Secondary Gallery.

- Large Diameter (36- and 48-inch) Mixed Liquor Steel Pipe replacement in the Secondary Gallery, specifically a portion of the piping carrying mixed liquor from the Aeration Basins to the Mixed Liquor Splitter Box.

It is understood that the City will designate Mr. Alex Sveda, City Engineer, as the primary point of contact with respect to the work performed under this agreement, with authority to transmit instructions, receive information, interpret and make decisions relative to elements pertinent to the work covered by this Agreement, all subject to review and approval of the Public Services Director or City Manager, as necessary

Civil Engineering Professionals, Inc. (Subconsultant) will be a subconsultant to Consultant to provide construction management services for the project.

## **BASIS OF DESIGN SCOPE AND FEE DEVELOPMENT**

The following key assumptions were made in the compilation of this scope of work and the estimated level of effort:

1. City review will be conducted after design documents have been completed to a 90 percent stage.
2. Project deliverables will be provided electronically in Portable Document Format (PDF).
3. The design will be based on the federal, state, and local codes and standards in effect on the effective date of the authorization to proceed. Any changes in these codes may necessitate a change in scope.
4. The design documents will be prepared for a single construction contract assuming an open bid.
5. Specifications developed for the previous project will be used as the basis for all specifications, with revisions made as needed to specifically address the project.
6. Only a single vendor will be named for each manufactured component or piece of equipment with provisions for an "equal" to be proposed by the contractor and subject to approval by the Consultant.
7. No equipment pre-purchase or pre-negotiation will be required.
8. No underground work or investigations are anticipated for the project.
9. Any investigation and remediation of possible hazardous waste, asbestos, lead paint or other types of contamination will be conducted as a separate contract by others under contract to the City.
10. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the Project, Consultant has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and

other economic and operational factors that may materially affect the ultimate Project cost or schedule. Therefore, Consultant makes no warranty that City's actual Project costs, financial aspects, economic feasibility, or schedules will not vary from Consultant's opinions, analyses, projections, or estimates.

11. Design drawings will utilize drawings from the previous project as a basis for the project, with any notation or revisions made directly on the documents in PDF format.
12. No surveying will be required by Consultant to produce the construction documents.
13. The Contractor's construction period will be specified for a duration of 12 months from Notice to Proceed to Substantial Completion.
14. The project will be constructed under one general contract for construction.
15. Labor and expenses, above the effort defined in this scope, required to address construction claims, unforeseen subsurface considerations or additional construction requested by the Contractor or City will constitute additional services.
16. The City will give prompt notice to Consultant whenever City observes or becomes aware of any development that affects the scope or timing of Consultant's services, or of any defect in the work of Consultant or the Contractor.
17. The City will examine information submitted by Consultant and render in writing or otherwise provide decisions in a timely manner.
18. The City will furnish required information and approvals in a timely manner.
19. The resident project representative (RPR) will keep a copy of Contractor deliverables for City records. Contractor deliverables include: shop drawings, samples, certificates, construction photos, record documents, releases from liens, claims, agreements, contractor design data, manufacturer's instructions, operation and maintenance data, schedules, special guarantees, permits, test and inspection reports, testing and startup data, and training data.
20. Consultant will manage the health, safety and environmental activities of its staff to achieve compliance with applicable health and safety laws and regulations. Consultant will coordinate with responsible parties to correct conditions that do not meet applicable federal, state and local occupational safety and health laws and regulations, when such conditions expose Consultant staff, or City staff to unsafe conditions. Consultant is not responsible for health or safety precautions of construction workers. Consultant is not responsible for the Contractor's compliance with the health and safety requirements in the contract for construction, or with federal, state, and local occupational safety and health laws and regulations.
21. Recommendations by Consultant and Subconsultant to the City for periodic construction progress payments to the construction contractor(s) will be based on Consultant's knowledge, information, and belief from selective sampling that the work has progressed to the point indicated. Such recommendations do not represent that continuous or detailed examinations have been made by Consultant to ascertain that the construction Contractor has completed the work in exact accordance with the

construction documents; that the final work will be acceptable in all respects; that Consultant has made an examination to ascertain how or for what purpose the construction Contractor has used the moneys paid; that title to any of the work, materials, or equipment has passed to the City free and clear of liens, claims, security interests, or encumbrances; or that there are not other matters at issue between the City and the construction Contractor that affect the amount that should be paid.

The following assumptions are grouped by engineering discipline:

#### **Process/ Mechanical**

1. Design concerning "plant-wide" utility systems such as basin drainage, water, and in-plant waste collection/disposal is not included.
2. No corrosion control provisions will be required other than materials selection and coatings.
3. The existing RAS Pumps will remain in place as part of the new piping design.
4. Drawings for the RAS Pump Station and Secondary Gallery piping work previously developed will be used for this project, modified and noted as necessary to convey the specific work to be bid and constructed.

#### **Electrical and Instrumentation & Controls Systems**

1. Adequate space is available in existing power panels for new equipment (specifically, flow meters in the RAS Pump Station).
2. New equipment will be connected to the existing instrumentation and control system. Control system additions will be consistent with existing practices.
3. Consultant will not develop process control system software for either the programmable logic controller (PLC) or the human machine interface.
4. Individual conduit runs will not be shown. Construction drawings will use schematic routing with conduit and cable call-outs.

## **Scope of Work**

The following is a description of the Consultant's scope of work for the project.

### **Task 1: Design Meetings**

Design meetings are described in this task.

#### **Subtask 1.1: 90 Percent Design Workshop**

Consultant will conduct a half-day interactive workshop as a final review of the work products with the City's personnel and other key project staff. The City will prepare one set of combined comments and submit them to Consultant. The workshop will be held at the

City's WWTP. Review of the detailed scope is expected to be conducted for the Secondary Gallery as part of the meeting. Consultant staff will be on site at the WWTP the day prior to the meeting to review design details versus field conditions of the RAS piping and gate installation areas. The final workshop summary, documenting the key decisions and responses to the City's comments, will be submitted to the City for acceptance.

### **Subtask 1.2: Design Team Meetings**

Consultant staff will meet to review progress on the project at various times during the course of the design.

## **Task 2: Design Phase**

The purpose of this task is to develop the final contract drawings, specifications, and schedules for competitive bidding. Key activities during this phase are described below.

### **Subtask 2.1: Process/Mechanical 90 Percent Design**

Design for process and mechanical will include the following:

- Identify construction sequencing constraints. Coordinate with the City on operational adjustments during construction.
- Establish and document in the Specifications temporary pump-around requirements that will allow the completion of construction of the project in coordination with continued operation of the plant. The pump-around scheme developed for the previous project will serve as a starting point, modified as necessary to reflect the specific scope of work under this project.
- Prepare first draft of technical specifications.
- Modify previously prepared construction drawings as needed to reflect the specific work to be included in the project. Drawings that show both the previous and current work will be noted as to the specific work included on this project.
- Complete final checking and coordination review.

### **Subtask 2.2: Electrical 90 Percent Design**

Design work for electrical will include the following.

- Electrical work on the project will consist of conveying analog signals from the new flow meters to the plant control system, and providing power for the flow meters.
- Prepare first draft of technical specifications.
- Prepare construction drawings.
- Incorporate new Return Activated Sludge (RAS) flowmeters and new miscellaneous instrumentation into the existing SCADA system and HMIs. Some existing instruments may be reused.

**Subtask 2.3: Design Management**

- Conduct constructability review.
- Conduct operability review.
- Finalize specification front-end documents (using primarily City standard documents from the previous project), including General Conditions, General Requirements, bidding documents, bond forms, and Instruction to Bidders. Final City input is required at this point to determine construction contract requirements and insurance requirements.
- Coordinate with City on advertising and bidding process for City to incorporate into front end documents.
- Conduct opinion of probable construction cost for the 90 percent design documents.

**Subtask 2.4: 100 Percent Design and Incorporation of Final Review Comments**

Consultant will develop the 100 percent contract documents to reflect the agreed upon 90 percent review comments from the City, applicable regulatory agencies, and Consultant's quality control review team. The 100 percent design documents will then be submitted to the City.

**Subtask 2.5: Permitting**

Consultant will assist City with the preparation and submittal of a Permit to Construct package for the Wyoming Department of Environmental Quality (WDEQ) if required. The City will submit the package to WDEQ if required by WDEQ. The construction contractor will be required to apply for and obtain any required building permits for the project.

**Subtask 2.6: Quality Assurance/Quality Control (QA/QC)**

Consultant will conduct QA/QC on the 90 percent and 100 percent design documents using senior staff.

**Deliverables for Task 2:**

- The design drawings and specifications will be delivered at the 90 percent and 100 percent stages. Lists of anticipated specific drawings and specifications are presented below in Exhibit B. Drawing numbers from the previous project are retained for the drawings included in this project to coordinate between the two projects for record drawing purposes. Previous drawings that only show work for the previous project will not be included in the package for this project.
- The opinion of probable construction cost will be delivered based on the 90 percent drawings and specifications.
- A brief design report, amended from the previous project, will be delivered to the City to support the WDEQ Permit to Construct application if required by WDEQ.

### **3.0 Bid Phase Services**

Consultant will provide services to assist the City in selection of a single Contractor for the construction of the project. It is assumed that the project will be bid once. If rebidding is required to adjust project scope to available budget, engineering support for design modifications and rebidding will be considered to be out of scope. Bid phase services will consist of the following:

#### **Subtask 3.1: Project Advertisement**

The City will advertise the bid per City requirements. The City will use its standard electronic bid procedures to distribute bid documents and bid addenda.

#### **Subtask 3.2: Response to Bidder Questions**

The City shall be identified on the Contract Documents as the point of contact for bidders' questions during the bid period. The Consultant shall respond to Contractor questions as directed by the City. It is assumed that the bid period will be a maximum of four weeks.

#### **Subtask 3.3: Pre-Bid Conference**

Consultant will assist the City in arranging and conducting one pre-bid conference. Consultant will assist the City in developing the agenda and content of the pre-bid conference. Consultant will take notes and make provision for documenting the results of the pre-bid conference. Consultant will also record questions and requests for additional information, and shall coordinate with the City for issuing responses and additional information. Up to two Consultant staff members and up to one Subconsultant staff member shall attend the pre-bid meeting. Second consultant staff member may attend the conference via Microsoft Teams over the internet.

#### **Subtask 3.4: Addenda**

During the bid period, the Consultant shall assist the City with development of addenda and provide input to the City via email for the City to compile and post to plan holders. It is assumed that the bid period will be for a period of four weeks and that a maximum of two addenda will be prepared. Addenda shall be reviewed and approved by the City prior to finalization and issuance to the bidders.

#### **Subtask 3.5: Bid Review and Award**

The City will conduct the bid opening for the project. Following the bid opening, if requested by the City, the Consultant shall assist the City with the review and evaluation of the bid results for up to 8 hours. This review will consist of reviewing the bids for irregularities, contacting references, and review of Contractor's qualifications.

This scope of services does not include engineering services that may be required in the event of a bid protest, or that might become necessary if the bids are significantly above the City's project budget, potentially requiring value engineering by the Consultant and negotiations with the selected Contractor to reduce the project cost and/or rebidding the project with a revised project scope.

The City will make the final decision on the award of the contract for construction and the acceptance or rejection of all bids.

The City will prepare the notice of award; assembly, delivery and execution of the contract for construction; and preparation of the notice to proceed. The City will sign the notice of award and the notice to proceed. Consultant will also provide reasonable assistance with negotiations with the selected bidder prior to execution of the contract for construction. The bidding documents will not be conformed to include changes issued by addenda during the bid period.

#### **Task 4.0 Engineering Services During Construction (SDC)**

Consultant will provide SDC as defined below. These SDC are intended to assist the City in administering the contract for construction, periodically monitor the performance of the construction Contractor with the contract documents, and assist the City in responding to events that occur during the construction. These SDC are based upon the understanding that the City will contract directly with the Contractor and will be actively involved in the construction process to make decisions, provide approvals, and perform other actions necessary for the completion of the construction. Consultant will perform submittal review, respond to requests for information, and perform limited construction observations. These SDC are also based upon the City executing a contract for construction with the Contractor that is consistent with the Consultant's Agreement and with these SDC. Consultant will not be responsible for the means, methods, techniques, sequences or procedures of the Contractor, nor will Consultant be responsible for the Contractor's failure to perform in accordance with the contract documents. Should Consultant discover or believe that any work by the Contractor is not in accordance with the contract for construction, or is otherwise defective, or not conforming to requirements of the contract or applicable rules and regulations, the Consultant will bring this to the attention of the City for further action.

#### **Task 4.1 - Meetings**

The Consultant's and Subconsultant's staff will participate in various construction meetings as described in the following subtasks. A designated staff member from the Subconsultant will be responsible for preparing an agenda and preparing and distributing notes of each meeting.

##### **Task 4.1.1 - Pre-Construction Conference and Preliminary Schedule Review Meeting**

The Consultant's Project Manager and Senior Mechanical Engineer and one member of the Subconsultant's staff will attend the Pre-Construction Conference. Senior Mechanical Engineer will attend via Microsoft Teams over the internet.

##### **Task 4.1.2 - Progress Meetings**

A designated staff member from the Subconsultant will attend progress meetings. Consultant staff will attend construction meetings via phone or Microsoft Teams for up to 24 hours.

#### **Task 4.2 - Submittal and Contractor Pay Request Review**

The Consultant and Subconsultant will process and review shop drawings, samples and other submittals including contractor pay requests from the Contractor. A total of six Contractor pay requests are assumed. The Consultant's and Subconsultant's review of shop



drawings, samples, and submittals will be for general conformance with the design concept and general compliance with the requirements of the contract for construction. Such review will not relieve the Contractor from its responsibility for performance in accordance with the contract for construction, nor is such review a guarantee that the work covered by the shop drawings, samples and submittals is free of errors, inconsistencies or omissions.

Consultant and Subconsultant will review and respond to the Contractor's requests for substitution of materials and equipment. Consultant and Subconsultant will advise the City as to the acceptability of such substitutions.

For the purposes of estimating the level of effort for this task, Consultant has assumed 25 percent resubmittals and 68 total hours of review time.

#### **Task 4.3 – Requests for Information (RFIs) and Change Orders**

The Consultant's and Subconsultant's staff will respond to RFIs and process change order requests.

The Consultant will also interpret plans and specifications in response to requests from the Contractor to deviate from designs or specifications.

The Subconsultant will maintain an RFI tracking system to document issues, dispositions, and response times.

For the purposes of estimating the level of engineering effort a budget of 68 Consultant hours was established for this task.

#### **Task 4.4 – Construction Observations**

The Consultant's and Subconsultant's staff will provide various construction observations as described in the following subtasks.

##### **Task 4.4.1–Design Team Site Visits**

Three site visits have been budgeted for the Consultant's design staff. Should Consultant discover or believe that any work by the Contractor is not in accordance with the contract for construction, or is otherwise defective, or not conforming to requirements of the contract or applicable rules and regulations, the Consultant will bring this to the attention of the Contractor and the City.

##### **Task 4.4.2 – Resident Project Representative (RPR)**

Subconsultant shall provide staff to serve as the project's RPR. The RPR shall be on site on a part-time basis during the period of actual construction. The Subconsultant shall perform the following services as the RPR:

- Provide for a detailed review of the contractor's schedule to establish a logical, defined critical path method (CPM) schedule with an overall baseline for progress measurement.
- Attend one preconstruction meeting.
- Attend progress meetings on site with City staff, Contractor, and their subcontractors as previously noted.

- Coordinate responses to RFIs and assist the City in overall administration of the construction contract.
- Perform periodic site inspections to observe the quality of construction progress and conformity to the plans and specifications. Provide specific documentation for critical inspection points during the contract in construction logs. These construction logs will document the Contractor's work, labor force, equipment, weather conditions, and other pertinent information.
- Maintain a photographic log of the project. This work is expected to include brief descriptions of each photograph with a filename, time and date reference.
- Maintain project records including contracts, schedules, progress meeting minutes, inspection logs, correspondence, routine photographs, submittals, commissioning records and post construction close-out paperwork (punch lists, lien waivers, and final acceptance).
- Attend a final punch list walk through and final inspection of the completed items.

#### **Deliverables:**

- Communications with Contractor and City.
- Field inspection reports and photos.
- Project close out documentation.

#### **Task 4.4.3 - Final Inspection**

One member of the Consultant's staff and Subconsultant's staff will participate in a final inspection with the City and Contractor to review the work and document items for correction that will be noted on the punch list.

#### **Task 4.5 - Record Drawings**

At the completion of construction work, Consultant and Subconsultant will review and comment on record drawing information supplied by the Contractor, and will incorporate information on the drawings. It is assumed that the Contractor will provide a consolidated set of as-builts including changes, and clarifications issued during construction. Consultant will prepare electronic record drawings (PDF format only, no hard copies required) for the City. Consultant is not responsible for any errors or omissions in the information from others that are incorporated into the record drawings.

#### **Task 4.6 Warranty Service**

Warranty service will be provided to assist with Contractor warranty work requests. A total of 8 hours has been included for this task.

#### **Task 5 - Project Management**

The Consultant will provide the following project management and administration subtasks to support the engineering services.

**Task 5.1 - Project Management**

Consultant's Project Manager (PM) shall manage the Consultant staff and Subconsultants in the progression of the work. Consultant's PM will prepare and submit to the City's PM, on a monthly basis, a brief cost and status report.

**Task 5.2 - Health and Safety**

The Consultant will develop a Health and Safety Plan for the project that will be followed by Consultant staff and Subconsultant.

**Additional Services (not included herein)**

The City may elect to request the following services from Consultant during the course of the project. The scope, schedule and fee for each additional service is not included in this scope of work but could be added via an amendment as negotiated and approved by the City prior to Consultant beginning the associated work.

- Significant modifications to existing I&C equipment or systems.
- Corrosion control systems other than materials selection and coating.

**Project Schedule**

The design work on this project will last three months from authorization to proceed. Bid Phase Services will not exceed two months. Construction services are anticipated to last 12 months, and the warranty period is anticipated to last for one year following substantial completion of the project.

**Compensation**

Compensation to Consultant will be on the basis of Time and Expense in accordance with the compensation schedule, Exhibit C. Refer to Exhibit C which includes the total not to exceed compensation for the Scope of Work. The estimated cost for and assumed level of effort is provided for each task. The Consultant will make reasonable efforts to complete the work within this budget and will keep the City informed of progress toward that end so that the budget or work effort can be adjusted if found necessary and agreed to by the City. Consultant will manage the budget based on the total contract limit and will not exceed that budget without written approval from the client. Individual task budgets may be exceeded during delivery of the project, however these changes will be managed and communicated to the client. Expenses will be billed at actual cost and will include travel, printing, mailing, copying, supplies, and other similar costs incurred in performance of the work. Invoices from Subconsultant CEPI will be marked up five percent.

## Exhibit B – Design Drawing and Specification Lists

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### Design Drawing List

1-G-1	COVER, TITLE AND LOCATION SHEET
1-G-2	DRAWING INDEX
1-G-3	PROCESS MECHANICAL LEGEND
2-C-1	BYPASS PUMPING PLANS AND SECTIONS
10-M-1R	SECONDARY GALLERY NORTH DEMOLITION PLAN
10-M-2R	SECONDARY GALLERY DEMOLITION PLANS
10-M-1A	SECONDARY GALLERY NORTH PLAN
10-M-2A	SECONDARY GALLERY PLANS AND DETAILS
10-M-9R	RAS PUMP STATION DEMO PLAN
10-M-9	RAS PUMP STATION PLAN AND SECTIONS
10-M-10	RAS PUMP STATION SECTIONS
10-M-13	PROCESS MECHANICAL DETAILS
10-S-1	STRUCTURAL SECTIONS AND NOTES
28-E-94	SECONDARY MEZZANINE POWER PLANS
28-E-95	RAS PUMP STATION POWER PLAN

### Specification List

SECTION I	BID DOCUMENTS
SECTION II	CONTRACT DOCUMENTS AND PROJECT FORMS
01 11 00	SUMMARY OF WORK
01 29 00	MEASUREMENT AND PAYMENT PROCEDURES
01 31 13	PROJECT COORDINATION
01 32 00	PROJECT SCHEDULES
01 33 00	SUBMITTALS

01 42 13	ABBREVIATIONS AND ACRONYMS
01 43 33	MANUFACTURERS FIELD SERVICES
01 45 19	REFERENCE STANDARDS
01 50 00	TEMPORARY FACILITIES AND CONTROLS
01 61 00	COMMON PRODUCT REQUIREMENTS
01 77 00	CLOSEOUT PROCEDURES
01 78 23	OPERATION AND MAINTENANCE DATA
01 88 15	ANCHORAGE AND BRACING
01 91 14	EQUIPMENT TESTING AND FACILITY STARTUP
02 41 00	DEMOLITION
09 99 00	PAINTING AND COATINGS
26 05 02	BASIC ELECTRICAL REQUIREMENTS
26 05 04	BASIC ELECTRICAL MATERIALS AND METHODS
26 05 05	CONDUCTORS
26 05 26	GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS
26 05 33	RACEWAY AND BOXES
40 05 15	PIPING SUPPORT SYSTEMS
40 27 00	PROCESS PIPING - GENERAL
40 27 00.01	GLASS AND CEMENT-EPOXY-LINED DUCTILE IRON PIPE AND FITTINGS
40 27 01	PROCESS PIPING - SPECIALTIES
40 27 02	PROCESS VALVES AND OPERATORS
40 80 01	PROCESS PIPING LEAKAGE TESTING

## **Exhibit C – Fee Schedule**

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<sup>1</sup> Hourly rates are valid through December 31, 2023 and are subject to adjustment at an assumed 3% escalation on January 1, 2024

<sup>2</sup> Expenses include 5% markup on CEP Invoices to Jacobs.

RESOLUTION NO. 23-15

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH JACOBS ENGINEERING GROUP, INC., FOR ENGINEERING SERVICES RELATED TO PHASE 2 OF THE SAM H. HOBBS WASTEWATER TREATMENT PLANT SECONDARY TREATMENT REHABILITATION, PROJECT NO. 23-002.

WHEREAS, the City of Casper desires to secure an engineering firm to provide for design, engineering, bidding, construction administration and warranty inspection in relation to the Phase 2 of the Sam H. Hobbs Wastewater Treatment Plant Secondary Treatment Rehabilitation, Project No. 23-002; and,

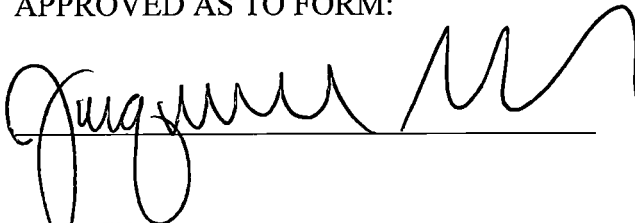
WHEREAS, Jacobs Engineering Group, Inc. (Jacobs), is able and willing to provide those professional services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with Jacobs, in the amount of Two Hundred Ten Thousand Nine Hundred Seventy-Nine and 00/100 Dollars (\$210,979.00) for services more specifically delineated in the Contract.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions, using appropriate funds, throughout the project as prescribed by the Contract, for a total amount not to exceed Two Hundred Ten Thousand Nine Hundred Seventy-Nine and 00/100 Dollars (\$210,979.00).

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2023.

APPROVED AS TO FORM:



ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation


\_\_\_\_\_  
Fleur D. Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor



December 29, 2022

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Alex Sveda, P.E., City Engineer  
Mark Harris, P.E., Engineer II

SUBJECT: Authorizing Amendment No. 1 to the Contract for Professional Services with Long Building Technologies, Inc., in the Amount of \$15,450.00, for the Ford Wyoming Center Flue Replacement, Project No. 22-058.

**Meeting Type & Date**

Regular Council Meeting  
January 17, 2023

**Action type**

Resolution

**Recommendation**

That Council, by Resolution, authorize Amendment No. 1 to the Contract for Professional Services with Long Building Technologies, Inc. (Long), in the amount of \$15,450.00, for the Ford Wyoming Center Flue Replacement, Project No. 22-058.

**Summary**

The existing boiler flue within the Ford Wyoming Center has experienced surface corrosion that requires the flue to be replaced. This project includes demolition of the existing flue system and installation of a new flue system.

Long provides ongoing maintenance and controls support for the Ford Wyoming Center boilers. Long is under contract for demolition and installation of the new flue system. West Plains Engineering, Inc. (WPE), is under contract for review of Long's material submittals and construction observation.

Long's original contract included a single-walled flue with new condensation relief valves. During the materials review, WPE recommended that the new system be a double-walled flue which is more robust and less susceptible to corrosion than a single-walled flue system. The double-walled flue system will give additional corrosion resistance paired with the new condensation relief valves. The cost increase for the double-walled flue system is \$15,450.00.

City staff has reviewed Long's proposal and costs for Amendment No. 1, in the amount of \$15,450.00 and recommends award.

**Financial Considerations**

Funding will be from the FY23 budgeted Capital Projects Fund - Improvements to Buildings-Ford Wyoming Center Boiler Exhaust Venting.

**Oversight/Project Responsibility**

Mark Harris, P.E., Engineer II, Public Services Department.

**Attachments**

Amendment No. 1

Resolution

Exhibit A

**AMENDMENT NO. 1 TO THE CONTRACT  
FOR PROFESSIONAL SERVICES (“AMENDMENT”)**

This Amendment to the Contract for Professional Services (“Amendment”) is entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between the following parties:

1. The City of Casper of Casper, Wyoming (“City”), a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601.
2. Long Building Technologies, Inc., 5001 South Zuni Street, Littleton, Colorado, 80120.

Throughout this document, the City and the Contractor may be collectively referred to as the “parties.”

**RECITALS**

A. On the 4<sup>th</sup> day of October, 2022, the City and Contractor entered into a *Contract for Professional Services* (“Contract”) for replacement of the boiler flue at the Ford Wyoming Center, Project No. 22-058.

B. For longevity of installed materials, West Plains Engineering, Inc., recommended a change to the design from single-walled flue pipe to double-walled flue pipe. This change enhances the corrosion resistance of the flue system. The increase of Fifteen Thousand Four Hundred Fifty and 00/100 Dollars (\$15,450.00) from a price of One Hundred Twenty-Nine Thousand Nine Hundred Sixty and 00/100 Dollars (\$129,960.00) to One Hundred Forty-Five Thousand Four Hundred Ten and 00/100 Dollars (\$145,410.00).

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, the parties hereto agree by and between them to amend the Contract as follows:

**1. INCORPORATION OF RECITALS**

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

**2. AMENDMENT TO PART I, SECTION 1. SCOPE OF SERVICES**

The Sentence which begins with “The Contractor shall” is hereby deleted in its entirety and replaced with the following:

The Contractor shall perform the services in connection with and respecting the project as found in Exhibit A pages 1 through 2, attached hereto and made part of this

Contract, and shall ensure all single walled flue is replaced with double walled flue in the manner prescribed by the Consultant.

**3. AMENDMENT TO PART I, SECTION 3. COMPENSATION.**

As set forth in Exhibit A pages 1 through 2, attached here to and made a part of this Amendment, the Sentence which begins with "In consideration of" is here by deleted in its entirety and replaced with the following:

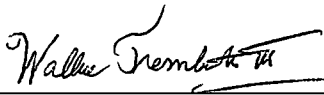
In consideration of the performance of services rendered under this Contract, the Contractor shall be compensated for services performed in accordance with paragraph 1, not to exceed a sum of One Hundred Forty-Five Thousand Four Hundred Ten and 00/100 Dollars (\$145,410.00).

**3. RATIFICATION**

The terms and conditions of the Contract, as modified herein, are hereby ratified by the parties and shall remain in full force and effect.

**IN WITNESS WHEREOF**, the undersigned duly authorized representatives of the Parties have executed this Amendment as of the day and year above.

APPROVED AS TO FORM

  
\_\_\_\_\_

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Bruce Knell  
Mayor

WITNESS

CONTRACTOR  
Long Building Technologies, Inc.

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_



BUILDING INTELLIGENCE

*Technology for  
Better Buildings*

**to:** Mark Harris  
**company:** City of Casper  
**from:** Brian Dubois  
**regarding:** **Proposal – Ford Wyoming Center –  
New Boiler Exhaust Venting - With  
Amendment for Revised Design  
With Price Breakouts**

Dec. 15, 2022  
**delivery terms:**  
FOB Factory Freight allowed to first destination.  
**payment terms:**  
Net 60 days  
**order acceptance:**

Due to current world-wide raw material price instability, this proposal is valid for 45 days from date of issue. LONG reserves the right to adjust pricing as necessary after 45 days.

Thank you for considering a proposal from LONG Building Technologies, on installing new boiler exhaust venting at the Ford Wy Center. This 2<sup>nd</sup> proposal is for the Amendment to cover the revised Venting Design, which has resulted in a price increase. Attached is the original City of Casper contract that includes the original scope of work, as well as the new Exhaust Venting Equipment Submittal for the revised venting design. Please see the following page for the price breakout for parts and labor.

**Price Increase For Amendment For Revised Venting Design.....\$15,450.**  
**Price of Original Contract.....\$129,960.**  
**Total price of Contract.....\$145,410.**

Brian Dubois  
Senior Account Manager  
LONG Building Technologies

## MECHANICAL SOLUTIONS

### Price Breakout for Parts and Labor – For the Amendment for Revised Venting Design

Additional Security Boiler Flue	\$13,261.
Additional Supports for heavier Double Wall	\$664.
Project Management	\$236.
Additional Permit Fees	\$290.
Sales Use Tax	\$696.
Warranty (1 Year parts and labor)	\$303.
<b>Total</b>	<b>\$15,450.</b>

### Price Breakout for Parts and Labor – Entire Project With Original Project and Amendment for Revised Venting Design

Security Boiler Flue	\$91,652.
Hangers, supports, sealers	\$4,745.
Safety/Supports	\$4,463.
Crane / Lifting	\$14,364.
Installation Labor	\$19,441.
Project Management	\$1,652.
Permits	\$1,298.
Sales Use Tax	\$5,043.
Warranty (1 Year parts and labor)	\$2,752.
<b>Total</b>	<b>\$145,410.</b>

RESOLUTION NO. 23-16

A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE CONTRACT FOR PROFESSIONAL SERVICES WITH LONG BUILDING TECHNOLOGIES, INC., FOR THE FORD WYOMING CENTER FLUE REPLACEMENT, PROJECT NO. 22-058.

WHEREAS, the City of Casper desires to remove and replace the existing boiler flue for the Ford Wyoming Center Flue Replacement, Project No. 22-058; and,

WHEREAS, Long Building Technologies, Inc. (Long), is under a contract to provide those professional services; and,

WHEREAS, a new double-walled flue system has been recommended that is outside of the original scope of work and in lieu of a new single-walled flue system; and,

WHEREAS, the City of Casper desires to extend the scope of work with Long to provide the double-walled flue system; and,

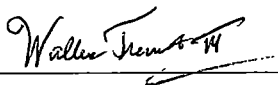
WHEREAS, Long is able and willing to provide those services as specified in Amendment No. 1.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, Amendment No. 1 to the Contract for Professional Services with Long, in the amount of Fifteen Thousand Four Hundred Fifty Dollars and 00/100 Dollars (\$15,450.00) for the Ford Wyoming Center Flue Replacement, Project No. 22-058.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions, using appropriate funds, throughout the project as prescribed by the Contract, equal to an additional amount not to exceed Fifteen Thousand Four Hundred Fifty and 00/100 Dollars (\$15,450.00), for a total amount not to exceed One Hundred Forty-Five Thousand Four Hundred Ten and 00/100 Dollars (\$145,410.00).

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2023.

APPROVED AS TO FORM:

  
\_\_\_\_\_

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

---

Fleur Tremel  
City Clerk

---

Bruce Knell  
Mayor



January 4, 2023

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

FROM: Liz Becher, Community Development Director *lb*

Dan Elston, City Building Official *DE*

Craig Collins, City Planner, Building Code Enforcement Manager *CC*

SUBJECT: Appointment of Members to the Board of Examiners and Appeals, and Contractors Licensing Board

Meeting Type & Date:

Regular Council Meeting, January 17, 2023

Action Type:

Minute Action

Recommendation:

That Council, by minute action, appoint the following individuals to the Board of Examiners and Appeals, and Contractors Licensing Board, term expiring December 31, 2026.

Three current board members have fulfilled their terms expiring on 12-31-2022, Adam Hall (Master Mechanical), Andrew Elston (Engineer), Zac Horner (General Contractor). The Contractors Licensing Board solicited interest from the general public for those qualified to fill the vacant positions. Letters of interest were received from Travis Briggs, Jak Peden Hollinger and Sean Lijewski and Michael Nelms. Those letters were reviewed by sitting Board Members and a motion was made, seconded and passed to forward the following applicants to the City Council for appointment.

- Travis Briggs – Class 1 General Contractor (Owner Crowing Rooster Construction)
- Jak Peden Hollinger – Professional Engineer (Part owner EDA Engineering)
- Sean Lijewski – Master Mechanical (Part owner Casper Tin Shop)

Summary:

Pursuant to the City of Casper Municipal Code Section 15.12.030 Board of Examiners-Membership-Quorum-Vacancies and removal from office, the following language governs the appointment of members:

- A. There is established a board to be known as the Board of Examiners, consisting of seven members. The administrative authority shall serve as secretary and ex officio member of the board. The members shall be residents of Natrona County and shall be appointed by the City Council.
- B. The members shall consist of:
  1. A licensed master plumber;
  2. A licensed master mechanical;
  3. A licensed master electrician;
  4. A professional engineer or architect;
  5. A Class 1 general contractor;

6. A licensed utility contractor, licensed mobile home installer or licensed boiler operator; and
  7. A member of the general public.
- C. All members of the board shall serve without pay. The board shall meet monthly or at such times as necessary to conduct its business. The board shall elect its own chairman and vice-chairman, who shall serve one-year terms, from the regular members. Four regular members shall constitute a quorum to transact business and for the performance of any duty or for the exercise of any powers of the board.

The City Council may remove any member for cause. Vacancies shall be filled by appointment by the City Council.

Oversight/Responsibility:

Dan Elston, Building Official, is responsible for coordinating the Contractors Licensing Board.

Attachments:

1. Letter of interest by Mr. Briggs
2. Letter of interest by Mr. Hollinger
3. Letter of interest by Mr. Lijewski



To the honorable Mayor and Casper City Council

Please accept this letter of interest to fill the position of general contractor on the city of Casper contractors board of licensing and appeals.

I started as a carpenter framing houses in 1994 , I applied for and received my general contractors license in 2003 in Casper , I have worked in the area since. First, mainly as a framing company that built houses all over Natrona county and did small remodels. Then growing to larger projects after selling off the framing company and focusing on just general contracting in 2011, but still working in the field. Now Crowing Rooster Custom Contracting does full home builds, commercial building remodels , and residential remodels.

I understand the importance of maintaining high quality and standards for all contractors and also so home and business owners are provided with knowledgeable and trustworthy people to work on their projects. I understand the time isn't much to give up and I would be willing to participate in the process

Thank you  
Travis briggs  
Owner/ operator



ENGINEERING  
DESIGN ASSOCIATES

December 13<sup>th</sup>, 2022

Casper City Council  
200 North David Street  
Casper, WY 82601

Re: Open Engineer Position on the Contractor's Board

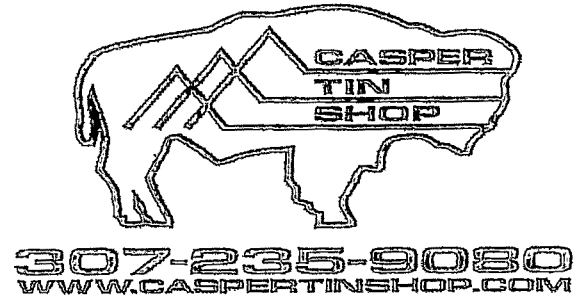
Casper City Council:

Please accept this letter of interest to fill the vacancy for the Engineer's seat on the Contractor's Licensing Board.

I am a licensed professional mechanical engineer with Engineering Design Associates in Casper. I was born in Casper and have practiced architectural engineering in the State for the past 29-years, serving on many state and local committees, and having the pleasure to work with most of the owners, design teams, jurisdictional authorities, and contractors throughout the State. I hope my experience will be of value to this position and look forward to serving my community.

Sincerely

Jak Peden Hollinger, PE, CEM  
Engineering Design Associates



To the Honorable Mayor and Casper City Council,

I would like to take the opportunity to express interest in the City of Casper Mechanical Contractor Licensing Board.

My name is Sean Lijewski and I hold a master mechanical license in Casper and co-owner of Casper Tin Shop. I have been in the HVAC industry since 1994. I started my HVAC journey right out of high school as a laborer/apprentice with Burbach's Refrigeration. From there, I spent roughly 22 years with Sheet Metal Specialties before grabbing a hold of Casper Tin Shop.

My interest in the open board position is two-fold; I am committed to this community I serve as well as the men and women whom chose an HVAC career. I believe that this position will give me an opportunity to serve both entities. I am excited about an opportunity to ensure the City of Casper and the profession continue to move in a direction that serves each best.

Thank you for the opportunity,

Sean Lijewski

Casper Tin Shop, LLC Partner

Office: (307) 235-9080

Mobile: (307) 262-0404

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

January 11, 2023

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

**FROM:** Jolene Martinez, Assistant to the City Manager

**SUBJECT:** That Council, by minute action, approve advocacy for issues on the Wyoming Association of Municipalities 2023 Wyoming Legislative Agenda.

**Meeting Type & Date**

Council Meeting January 17, 2023

**Action Type**

Minute Action

**Recommendation**

That Council, by minute action, approve advocacy for issues on the Wyoming Association of Municipalities 2023 Wyoming Legislative Agenda.

**Summary**

At their the January 10, 2023 Work Session, Council was presented with the Wyoming Association of Municipalities (WAM) 2023 legislative priorities for their review. The nine priorities presented are:

1. Support passage of Senate File 003 – Retail Liquor License Fees
2. Support passage of Senate File 0012 – Tavern and Entertainment Liquor License.
3. Support passage of Senate File 0013 – Bar and Grill License Amendments.
4. Support passage of the to-be-filed bill on abandoned buildings.
5. Monitor and advocate for increase in direct distribution.
6. Monitor all legislation and be prepared for advocacy.
7. Find a representative or senator to sponsor the Amendment A program as an interim topic for the 2024 legislature.
8. Support passage of House Bill 0046 – Wyoming public safety communications system trust fund.
9. Support passage of Senate File 022 - Wyoming public safety communications system funding.

Council agreed to support this agenda. In addition, Council was advised that the abandoned building draft bill would be reviewed by staff from the Attorney's Office and Community Development Department for their recommendations to Council before Casper staff advocates for the bill.

**Financial Considerations**

The financial considerations involve council and staff time and travel related to the agenda.

**Oversight/Project Responsibility**

J. Carter Napier, City Manager

Jolene Martinez, Assistant to the City Manager

**Attachments**

Senate File 003, Senate File 0012, Senate File 0013, Draft abandoned buildings bill, Senate File 0022, House Bill 0046

**DRAFT ONLY  
NOT APPROVED FOR  
INTRODUCTION**

HOUSE BILL NO. [BILL NUMBER]

Cities and towns-abandoned and nuisance buildings.

Sponsored by: Representative(s) Sherwood

A BILL

for

AN ACT relating to cities and towns; providing a tax credit for expenditures to improve abandoned and nuisance buildings; authorizing cities and towns to designate abandoned and nuisance buildings for purposes of the tax credit; authorizing cities and towns to assess a fee for costs to abate a nuisance or to repair, remove or destroy a dangerous building; and providing for an effective date.

*Be It Enacted by the Legislature of the State of Wyoming:*

**Section 1.** W.S. 15-9-301 is created to read:



## ARTICLE 3

## ABANDONED AND NUISANCE BUILDINGS

**15-9-301. Abandoned and nuisance buildings.**

(a) The governing body of a city or town may designate a property within the limits of the city or town as abandoned or as a nuisance for the purposes of this section if the property is vacant or neglected and contains a significantly deteriorated or deteriorating structure as determined by the governing body. Nothing in this section shall be construed to require the owner of an abandoned or nuisance building or property to sell the building or property.

(b) In determining whether a property is abandoned under subsection (a) of this section, a city or town shall examine the property and determine whether the property is occupied by the property owner or by permission of the property owner. In determining whether a property is a nuisance under subsection (a) of this section, a city or

town shall consider whether an unreasonable or unlawful use or condition of the property results in injury to a neighboring property owner or endangers the life, health or safety of the community.

(c) Any person who purchases or takes ownership of an abandoned or nuisance property after the property has been designated as abandoned or as a nuisance under subsection (a) of this section and who makes improvements to the property including removal or rehabilitation of a deteriorated or deteriorating structure shall be eligible for a tax credit as provided in W.S. 39-13-109(d)(ii) in an amount not to exceed the amount expended to improve the abandoned property.

(d) Prior to being eligible for any tax credit under subsection (c) of this section, the person shall document the person's expenditures related to the improvement of the designated property and submit the expenditures to the governing body of the city or town for approval. Only approved expenditures shall be eligible for a tax credit.

The governing body shall not approve any expenditures that do not directly benefit the designated property. The governing body shall not approve any expenditures made more than five (5) years after the person initially purchased or took ownership of the designated property. The governing body shall submit any approved expenditures to the department of revenue as provided in W.S. 39-13-109(d)(ii).

**Section 2.** W.S. 15-1-103(a) by creating a new paragraph (li) and 39-13-109(d) by creating a new paragraph (ii) are amended to read:

**15-1-103. General powers of governing bodies.**

(a) The governing bodies of all cities and towns may:

(li) Assess abatement costs in the same manner as a special assessment pursuant to W.S. 15-6-401 through 15-6-426 against real property on which nuisances are abated under paragraph (xix) of this subsection or on which

dangerous buildings or enclosures are repaired, removed or destroyed pursuant to paragraph (xxvi) of this subsection.

**39-13-109. Taxpayer remedies.**

(d) Credits. The following shall apply:

(ii) The following shall apply to the abandoned and nuisance property tax credit:

(A) A property owner who improves designated abandoned or nuisance property as provided in W.S. 15-9-301 may apply for a property tax credit in the amount provided by subparagraph (B) of this paragraph. The credit shall be applicable only against future tax payments on the designated property that is improved by the taxpayer. No refund of taxes shall be authorized due to a credit under this paragraph:

(B) The credit under this paragraph shall be limited to the amount of expenditures made for

improvement of the abandoned property that are approved by the governing body of the city or town and submitted to the department as provided in W.S. 15-9-301(d);

(C) A person claiming a credit under this paragraph may reserve a credit to use in a later tax year, provided that the person shall not be entitled to use any credit more than ten (10) years after the person is first eligible for the tax credit under W.S. 15-9-301(b);

(D) No person shall claim or receive more than one (1) credit under this paragraph in any ten (10) year period.

**Section 2.** This act is effective July 1, 2023.

(END)

## HOUSE BILL NO. HB0046

Wyoming public safety communications system trust fund.

Sponsored by: Joint Transportation, Highways & Military  
Affairs Interim Committee

A BILL

for

1 AN ACT relating to public safety communications; creating  
2 the Wyoming public safety communications system trust fund  
3 to be administered by the state treasurer; authorizing the  
4 receipt of donations and gifts; authorizing distribution of  
5 investment earnings; amending permissible state  
6 investments; providing for a continuous appropriation;  
7 providing an appropriation; and providing for an effective  
8 date.

9

10 *Be It Enacted by the Legislature of the State of Wyoming:*

11

12 **Section 1.** W.S. 9-2-1107 is created to read:

13

1           **9-2-1107. Wyoming public safety communications system**  
2 **trust fund; corpus inviolate; investment by state**  
3 **treasurer; distributions.**

4  
5           (a) The Wyoming public safety communications system  
6 trust fund is created. The Wyoming public safety  
7 communications system trust fund shall consist of those  
8 funds designated to the fund by law and all monies  
9 collected from grants, gifts, transfers, bequests,  
10 donations and other contributions to the Wyoming public  
11 safety communications system trust fund.

12  
13           (b) The monies deposited into the Wyoming public  
14 safety communications system trust fund established under  
15 this section are inviolate and constitute a permanent or  
16 perpetual trust fund. The monies shall be transmitted to  
17 the state treasurer for credit to the trust fund and shall  
18 be invested by the state treasurer as authorized by law and  
19 in a manner to obtain the highest net return possible  
20 consistent with the preservation of the corpus. Any  
21 earnings from investment of the corpus of the trust fund  
22 shall be credited by the state treasurer into a separate

1 account and are continuously appropriated in accordance  
2 with subsection (c) of this section.

3

4 (c) Semiannually the state treasurer shall:

5

6 (i) Credit ten percent (10%) of realized  
7 investment earnings from funds in the Wyoming public safety  
8 communications system trust fund to the Wyoming public  
9 safety communications system trust fund corpus;

10

11 (ii) Distribute ninety percent (90%) of realized  
12 investment earnings to the Wyoming department of  
13 transportation. Funds distributed under this paragraph  
14 shall only be expended for purposes of the statewide public  
15 safety interoperable radio communications system commonly  
16 referred to as WyoLink. Funds shall be distributed for  
17 WyoLink purposes in the order of priority listed below,  
18 funding each priority in full before expending any funds  
19 for the next priority:

20

21 (A) Operations and maintenance, including  
22 offsetting any charges to local government users of the  
23 system;



1

2 (B) Acquisition or lease and maintenance of  
3 state and local government user equipment;

4

5 (C) Infrastructure development and  
6 expansion;

7

8 (D) Other expenses.

9

10 **Section 2.** W.S. 9-4-715(p) by creating a new  
11 paragraph (xvi) is amended to read:

12

13 **9-4-715. Permissible investments.**

14

15 (p) There is created the pool A investment account.  
16 The state treasurer, or his designee, which shall be  
17 registered under the Investment Advisor's Act of 1940 as  
18 amended if required to be registered by the terms of that  
19 act as amended, pursuant to subsections (c) and (d) of this  
20 section and after consultation with the state agency or  
21 agencies receiving or administering investment earnings  
22 from the monies invested in the pool A investment account,  
23 may invest monies comprising the pool A investment account

1 in equities including stocks of corporations in accordance  
2 with subsections (a) and (c) through (e) of this section  
3 and W.S. 9-4-716. The state loan and investment board, in  
4 consultation with the state agency or agencies receiving or  
5 administering investment earnings from the monies invested  
6 in the pool A investment account, shall annually review the  
7 state investment policy statements for the investment pool  
8 created by this subsection as required under W.S. 9-4-716.  
9 Monies in the following funds shall be invested in the pool  
10 A investment account:

11  
12 (xvi) The Wyoming public safety communications  
13 system trust fund created by W.S. 9-2-1107(a).  
14

15 **Section 3.** There is appropriated one hundred million  
16 dollars (\$100,000,000.00) from the general fund to the  
17 Wyoming public safety communications system trust fund  
18 created by W.S. 9-2-1107(a) under section 1 of this act for  
19 purposes of funding the corpus of the Wyoming public safety  
20 communications system trust fund and investment as  
21 authorized under W.S. 9-2-1107(b). This appropriation shall  
22 not lapse or revert at the end of any fiscal period.

23

1       **Section 4.** This act is effective July 1, 2023.

2

3 (END)

## SENATE FILE NO. SF0022

Wyoming public safety communications system funding.

Sponsored by: Joint Transportation, Highways & Military  
Affairs Interim Committee

A BILL

for

1 AN ACT relating to public safety communications; providing  
2 an appropriation; establishing funding priority order; and  
3 providing for an effective date.

4

5 *Be It Enacted by the Legislature of the State of Wyoming:*

6

7 **Section 1.**

8

9 (a) There is appropriated eight million six hundred  
10 thousand dollars (\$8,600,000.00) from the general fund to  
11 the department of transportation for purposes prioritized  
12 in subsection (b) of this section. This appropriation is  
13 for the period beginning with the effective date of this  
14 act and ending June 30, 2024. This appropriation shall not  
15 be transferred or expended for any other purposes and any

1 unobligated, unexpended funds remaining from this  
2 appropriation shall revert as provided by law on June 30,  
3 2024. It is the intent of the legislature that this  
4 appropriation be included in the standard budget for the  
5 department of transportation for the immediately succeeding  
6 fiscal biennium and thereafter.

7  
8 (b) The appropriation under subsection (a) of this  
9 section shall only be expended for purposes of the  
10 statewide public safety interoperable radio communications  
11 system commonly referred to as WyoLink. Funding shall be  
12 distributed for WyoLink purposes in the order of priority  
13 listed below, funding each priority in full before  
14 expending any funds for the next priority:

15  
16 (i) Operations and maintenance, including  
17 offsetting any charges to local government users of the  
18 system;

19  
20 (ii) Acquisition or lease and maintenance of  
21 state and local government user equipment;

22  
23 (iii) Infrastructure development and expansion;

1

2 (iv) Other expenses.

3

4 **Section 2.** This act is effective July 1, 2023.

5

6 (END)

SENATE FILE NO. SF0003

Retail liquor license fees.

Sponsored by: Joint Corporations, Elections & Political  
Subdivisions Interim Committee

A BILL

for

1 AN ACT relating to alcoholic beverages; revising fees for  
2 retail liquor licenses issued after July 1, 2023; and  
3 providing for an effective date.

4

5 *Be It Enacted by the Legislature of the State of Wyoming:*

6

7 **Section 1.** W.S. 12-4-201(e) is amended to read:

8

9 **12-4-201. Retail liquor licenses and malt beverage**  
10 **permits; population formulas; fees.**

11

12 (e) The license fee to be assessed for issuing a new  
13 retail liquor license under this section after July 1, 2023  
14 shall be the amount determined by the licensing authority,  
15 provided that the amount shall be not less than three

1 hundred dollars (\$300.00) nor more than one thousand five  
2 hundred dollars (\$1,500.00) payable annually in advance.

3

4           **Section 2.** This act is effective July 1, 2023.

5

6 (END)



SENATE FILE NO. SF0012

Tavern and entertainment liquor license.

Sponsored by: Joint Corporations, Elections & Political  
Subdivisions Interim Committee

A BILL

for

1 AN ACT relating to alcoholic beverages; authorizing a  
2 tavern and entertainment liquor license; specifying  
3 requirements; providing definitions; requiring rulemaking;  
4 and providing for effective dates.

5

6 *Be It Enacted by the Legislature of the State of Wyoming:*

7

8 **Section 1.** W.S. 12-4-416 is created to read:

9

10 ARTICLE 4

11 RESORT, RESTAURANT AND TAVERN AND

12 ENTERTAINMENT LIQUOR LICENSES

13

1       **12-4-416. Tavern and entertainment liquor licenses;**  
2 **authorized; requirements; revenues of licensee to be**  
3 **derived primarily from food services and entertainment.**

4  
5       (a) Taverns and entertainment establishments as  
6 defined by W.S. 12-1-101(a)(xxvii) may be licensed by the  
7 appropriate licensing authority in counties, cities and  
8 towns under a tavern and entertainment liquor license.

9  
10       (b) An applicant for a tavern and entertainment  
11 liquor license shall satisfy the appropriate licensing  
12 authority that at least sixty percent (60%) of revenue from  
13 the operation of the tavern and entertainment establishment  
14 to be licensed is projected to be derived from food  
15 services, entertainment or a combination of food services  
16 and entertainment and not from the sale of alcoholic or  
17 malt beverages. In addition to the other application  
18 requirements established by this title, the license  
19 applicant shall submit a valid food service permit upon  
20 application if the establishment prepares food.

21  
22       (c) When renewing a tavern and entertainment liquor  
23 license, the following requirements apply:

1

2           (i) The appropriate licensing authority shall  
3 condition renewal upon a requirement that not less than  
4 sixty percent (60%) of gross sales from the preceding  
5 twelve (12) months operation of a licensed tavern and  
6 entertainment establishment be derived from food services,  
7 entertainment or a combination of food services and  
8 entertainment;

9

10           (ii) Upon application for license renewal, a  
11 license holder shall submit an annual report to the  
12 licensing authority on the sales of the licensed tavern and  
13 entertainment establishment. The report shall contain the  
14 annual gross sales figures of the tavern and entertainment  
15 establishment and shall separate the gross sales figures  
16 into two (2) categories:

17

18                   (A) Food service and entertainment sales;  
19 and

20

21                   (B) Alcoholic and malt beverage sales.

22

1           (d) The annual license fee assessed for a tavern and  
2 entertainment liquor license shall be not less than one  
3 thousand five hundred dollars (\$1,500.00) nor more than ten  
4 thousand five hundred dollars (\$10,500.00).

5

6           (e) A tavern and entertainment liquor license shall  
7 not be sold, transferred or assigned by the holder.

8

9           (f) Tavern and entertainment liquor licenses shall  
10 not sell alcoholic or malt beverages for off-premises  
11 consumption from the licensed building owned or leased by  
12 the licensee except as allowed by W.S. 12-4-410(e).

13

14           (g) Population formulas have no application to  
15 issuance of tavern and entertainment liquor licenses.

16

17           (h) Alcoholic liquor and malt beverages shall be  
18 dispensed and prepared for consumption in the licensed  
19 building in areas approved by the local licensing  
20 authority. No consumption of alcoholic or malt beverages  
21 shall be permitted within the dispensing areas nor shall  
22 any person other than employees over eighteen (18) years of  
23 age be permitted to enter the dispensing areas.

1

2 (j) The licensing authority may determine on a case  
3 by case basis the types of entertainment that qualify for a  
4 tavern and entertainment liquor license.

5

6 **Section 2.** W.S. 12-1-101(a)(viii)(T), (U), by  
7 creating a new subparagraph (W) and by creating a new  
8 paragraph (xxvii) is amended to read:

9

10 **12-1-101. Definitions.**

11

12 (a) As used in this title:

13

14 (viii) "Licensee" means a person holding a:

15

16 (T) Special malt beverage permit issued  
17 under W.S. 12-4-504; ~~or~~

18

19 (U) Malt beverage permit for events  
20 conducted at rodeo arenas issued under W.S. 12-4-507; ~~or~~ or

21

22 (W) Tavern and entertainment liquor  
23 license.

1

2            (xxvii) "Tavern and entertainment establishment"  
3 means an establishment where food, alcoholic and malt  
4 beverages are sold to be consumed on the premises and where  
5 the primary source of revenue from the operation is from  
6 the sale of entertainment, food or a combination of  
7 entertainment and food and not from the sale of alcoholic  
8 and malt beverages.

9

10           **Section 3.** The liquor division and the department of  
11 revenue shall promulgate any rules necessary to implement  
12 this act.

13

1           Section 4.

2

(a) Except as otherwise provided by subsection (b) of this section, this act is effective July 1, 2023.

5

(b) Sections 3 and 4 of this act are effective immediately upon completion of all acts necessary for a bill to become law as provided by Article 4, Section 8 of the Wyoming Constitution.

10

11 (END)

SENATE FILE NO. SF0013

Bar and grill liquor license amendments.

Sponsored by: Joint Corporations, Elections & Political  
Subdivisions Interim Committee

A BILL

for

1 AN ACT relating to alcoholic beverages; amending bar and  
2 grill liquor license requirements; specifying sunset dates  
3 for bar and grill license population formulas; providing  
4 for rulemaking; and providing for effective dates.

5

6 *Be It Enacted by the Legislature of the State of Wyoming:*

7

8       **Section 1.** W.S. 12-4-413(b)(intro) and by creating  
9 new paragraphs (v) through (vii), (c) by creating new  
10 paragraphs (ii) through (iv), (d), (f) and by creating new  
11 subsections (g) through (k) is amended to read:

12

13       **12-4-413. Bar and grill liquor license; authorized;**  
14 **requirements.**

15



1           (b) ~~The number of bar and grill liquor licenses for~~  
2 ~~cities and towns shall be based on the following population~~  
3 ~~formula~~ Bar and grill liquor licenses shall be issued as  
4 follows:

5  
6           (v) Beginning July 1, 2023, the number of bar  
7 and grill liquor licenses for cities and towns shall be  
8 based on the following population formula:

9  
10           (A) Not more than four (4) licenses in  
11 incorporated cities or towns with populations of seven  
12 thousand five hundred (7,500) or less;

13  
14           (B) Not more than ten (10) licenses in  
15 incorporated cities with populations between seven thousand  
16 five hundred one (7,501) and twenty thousand (20,000);

17  
18           (C) Not more than fourteen (14) licenses in  
19 incorporated cities with populations between twenty  
20 thousand one (20,001) and thirty thousand (30,000); and

21  
22           (D) Not more than one (1) additional  
23 license for each additional five thousand (5,000) persons

1 residing in incorporated cities over thirty thousand  
2 (30,000);

3  
4 (E) This paragraph is repealed effective  
5 June 30, 2028.

6  
7 (vi) Beginning July 1, 2028, the number of bar  
8 and grill liquor licenses for cities and towns shall be  
9 based on the following population formula:

10  
11 (A) Not more than six (6) licenses in  
12 incorporated cities or towns with populations of seven  
13 thousand five hundred (7,500) or less;

14  
15 (B) Not more than fourteen (14) licenses in  
16 incorporated cities with populations between seven thousand  
17 five hundred one (7,501) and twenty thousand (20,000);

18  
19 (C) Not more than eighteen (18) licenses in  
20 incorporated cities with populations between twenty  
21 thousand one (20,001) and thirty thousand (30,000); and

22

1                   (D) Not more than one (1) additional  
2 license for each additional three thousand (3,000) persons  
3 residing in incorporated cities over thirty thousand  
4 (30,000);

5  
6                   (E) This paragraph is repealed effective  
7 June 30, 2033.

8  
9                   (vii) Beginning July 1, 2033, population  
10 formulas shall have no application to issuance of bar and  
11 grill liquor licenses.

12  
13           (c) Bar and grill liquor licenses may be granted by  
14 the county commissioners as the appropriate licensing  
15 authority in a county outside of incorporated cities and  
16 towns as follows:

17  
18                   (ii) Beginning July 1, 2023, four (4) licenses  
19 for each seven thousand five hundred (7,500) persons  
20 residing outside incorporated cities and towns. This  
21 paragraph is repealed effective June 30, 2028;

22

1            (iii) Beginning July 1, 2028, six (6) licenses  
2 for each seven thousand five hundred (7,500) persons  
3 residing outside incorporated cities and towns;

4  
5            (iv) This subsection is repealed effective June  
6 30, 2033.

7  
8            (d) The license fee assessed for a bar and grill  
9 liquor license shall be not less than one thousand five  
10 hundred dollars (\$1,500.00) nor more than ten thousand five  
11 hundred dollars (\$10,500.00). This subsection is repealed  
12 effective June 30, 2033.

13  
14            ~~(f) Bar and grill liquor licenses shall be subject to~~  
15 ~~the provisions of W.S. 12-4-408 and 12-4-410(e) to the same~~  
16 ~~extent those provisions are applicable to restaurant liquor~~  
17 ~~licenses.~~ Bar and grill liquor licensees shall not sell  
18 alcoholic or malt beverages for off-premises consumption  
19 from the licensed building owned or leased by the licensee  
20 except as allowed under ~~W.S. 12-4-410(e)~~ this subsection.  
21 The following shall apply to sales of alcoholic and malt  
22 beverages:

1           (i) All sales of alcoholic and malt beverages  
2 authorized by a bar and grill liquor license shall cease at  
3 the time food sales and services cease or at the hours  
4 specified by W.S. 12-5-101(a) if food sales and services  
5 extend beyond the hours specified therein;

6  
7           (ii) A bar and grill liquor licensee may permit  
8 a patron to remove one (1) partially consumed bottle of  
9 wine for off-premises consumption provided that the patron  
10 has purchased a full course meal and consumed a portion of  
11 the bottle of wine with the meal on the bar and grill  
12 premises. For purposes of this paragraph the term "full  
13 course meal" shall mean food which cannot conveniently be  
14 consumed while standing or walking. A partially consumed  
15 bottle of wine that is to be removed from the premises  
16 pursuant to this paragraph shall be securely sealed by the  
17 licensee or an agent of the licensee and placed in a  
18 tamper-proof transparent bag which shall also be securely  
19 sealed prior to removal from the premises, so that it is  
20 visibly apparent that the resealed bottle of wine has not  
21 been tampered with. The licensee or agent of the licensee  
22 shall provide a dated receipt for the bottle of wine to the  
23 patron. Wine which is resealed in accordance with the

1 provisions of this paragraph shall not be deemed an open  
2 container for purposes of W.S. 31-5-235.

3  
4 (g) An applicant for a bar and grill liquor license  
5 shall satisfy the appropriate licensing authority that not  
6 less than sixty percent (60%) of revenue from the operation  
7 of the bar and grill to be licensed will be derived from  
8 food services and not from the sale of alcoholic or malt  
9 beverages.

10  
11 (h) When renewing a bar and grill liquor license, the  
12 appropriate licensing authority shall condition renewal  
13 upon a requirement that not less than sixty percent (60%)  
14 of gross sales from the preceding twelve (12) months  
15 operation of a licensed bar and grill be derived from food  
16 services.

17  
18 (j) Upon application for license renewal, a license  
19 holder shall submit an annual report to the licensing  
20 authority on the sales of the licensed bar and grill. The  
21 report shall contain the annual gross sales figures of the  
22 bar and grill and shall separate the gross sales figures  
23 into two (2) categories:

1

2

(i) Food service sales; and

3

4

(ii) Alcoholic and malt beverage sales.

5

6

7

8

9

(k) Beginning July 1, 2033, the annual fee for a bar and grill liquor license shall be no more than three thousand dollars (\$3,000.00) and no less than five hundred dollars (\$500.00).

10

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12

13

**Section 2.** W.S. 12-4-413(b) (i) through (iv) and (c) (i) are repealed.

14

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17

**Section 3.** The liquor division and the department of revenue shall promulgate any rules necessary to implement this act.

