



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

RECEIVED
FEB 11 2015

Date February 9, 2015

Total Amount of Optional 1% Sales Tax Funds Requested \$ 125,000

PROJECT DESCRIPTION

Project Name: Elk's Lodge #1353 ADA Entryway Remodel

Name and Address of Sponsoring Organization/Agency: Elk's Lodge No.1353, 108 East 7th Street, Casper, Wyoming 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Joe Shaftner, 108 East 7th Street, Casper, Wyoming 82601: captjoe@gmail.com, cell: 259-3307

Randy Hein, 235 South David Street, Suite D, Casper, Wyoming 82601, randy@heinbond.com cell 262-7175

OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM



Project Name: Elk's Lodge #1353: ADA Entryway Remodel _____

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$ 125,000	\$	\$	\$
Grants:				
Private	\$ 15,400	\$	\$	\$
Federal	\$ n/a	\$	\$	\$
State	\$ n/a	\$	\$	\$
*Donations (cash)	\$ 77,100	\$	\$	\$
*Donations (in-kind)	\$ n/a	\$	\$	\$
Project Income	\$ n/a	\$	\$	\$
**Loans	\$ n/a	\$ _____	\$ _____	\$ _____
TOTAL FUNDING AVAILABLE	\$ 217,500	\$ _____	\$ _____	\$ _____

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

The total estimated costs of the project are \$ 217,500 dollars. The estimated project budget was developed by Randy Hein of Hein | Bond Architects in Casper with the help of several contractors and sub-contractors..

Engineering/Architectural Fees
(Design/Construction Administration) \$ 16,500_____

• Contingency \$ 2,000_____

Land Costs \$ n/a_____

Construction Costs (Labor and Materials) \$ 165,000_____

• Contingency \$ 16,500_____

Furnishings \$ n/a_____

Equipment Acquisition \$ n/a_____

TOTAL \$ **217,500**_____

Estimated Annual Operating/Maintenance Costs \$ n/a_____

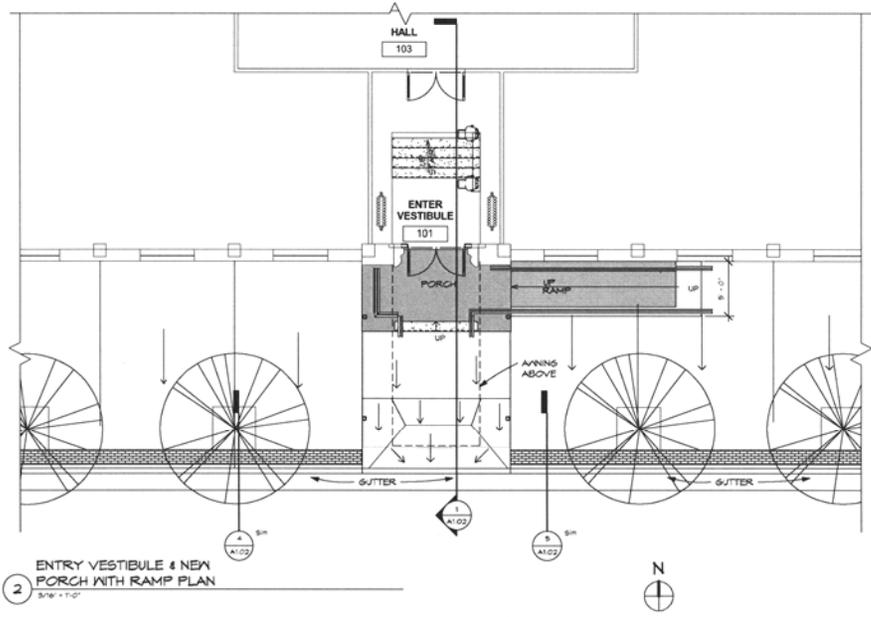
Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

The maintenance costs will fully be the responsibility of the Elk's Lodge #1353. The Elks will pay for the maintenance and utilities for the trees and replace the canopy covers when needed.



1 SOUTH ELEVATION
 3/8" = 1'-0"



2 ENTRY VESTIBULE & NEW PORCH WITH RAMP PLAN
 3/8" = 1'-0"

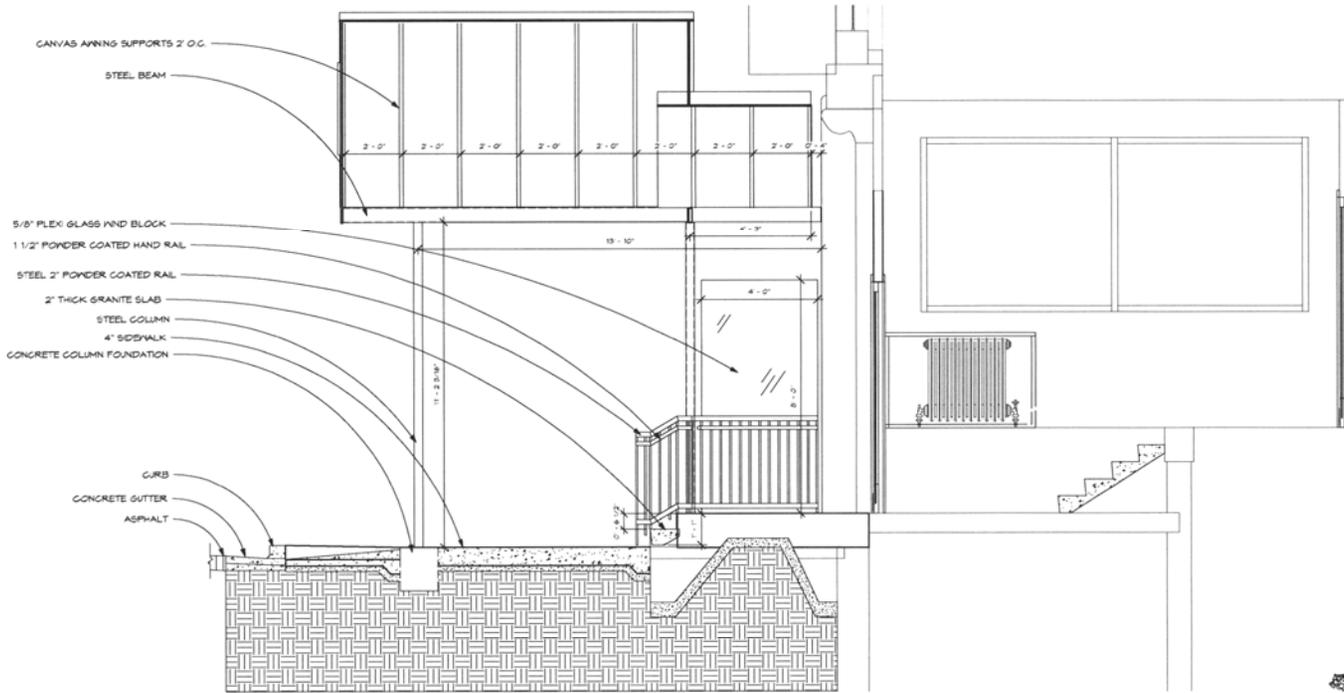
ELKS LODGE # 1353
VESTIBULE & ENTRY RAMP
 108 EAST 7th SREET, Casper, WY 82601

Job No./Project Number:
 Date: 2/04/15
 Drawn By: KRP

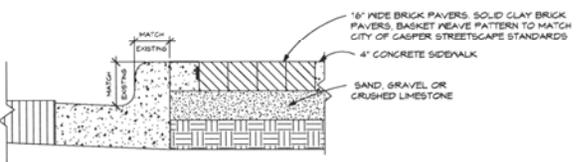
REVISIONS

PLANS, ELEVATION AND DETAILS

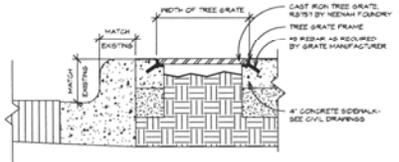
A1.01



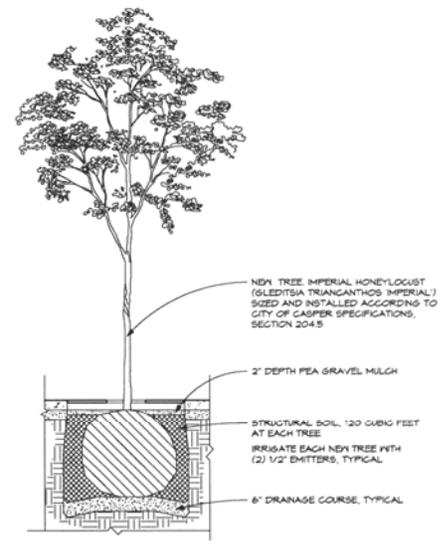
1 Section 1
1/2" = 1'-0"



5 CURB @ WALK
1/2" = 1'-0"



4 TREE GRATE @ WALK
1/2" = 1'-0"



3 TREE PLANTING
1/2" = 1'-0"

**ELKS LODGE # 1353
VESTIBULE & ENTRY RAMP**
108 EAST 7th STREET, Casper, WY 82601

Job No./Project Number:
Date: 2/04/15
Drawn By: KRP

REVISIONS

SECTIONS & DETAIL

A1.02



**ELKS LODGE # 1353
 VESTIBULE & ENTRY RAMP
 108 EAST 7th STREET, Casper, WY 82601**

Job No/Project Number/
 Date: 2/04/15
 Drawn By: KEP

REVISIONS

South East View

A1.03



ELKS LODGE # 1355
VESTIBULE & ENTRY RAMP
 108 EAST 7th SREET, Casper, WY 82601

Job No: Project Number
 Date: 2/04/15
 Drawn By: KRP

REVISIONS

South West View

A1.04

COPYRIGHT © 2015 HEIN BOND LLC



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date February 9, 2015

Total Amount of Optional 1% Sales Tax Funds Requested \$ 153,845.00

PROJECT DESCRIPTION

Project Name: Little Hands at Life Steps Campus

Name and Address of Sponsoring Organization/Agency: _____

Family Journey Center
112 W. 2d St.
Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Anne MacKinnon, Director (volunteer)
Family Journey Center
112 W. 2d St.
Casper, WY 82601
amack@vcn.com
307-472-4930 office
307-277-1435 cell

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Little Hands at Life Steps Campus is a project to contribute to the revitalization of the Life Steps Campus property owned by the City of Casper. Partnering with the Casper Housing Authority (CHA), now managing the Life Steps Campus, we will offer a free early childhood program for young children (birth-6 years old) who attend with their parents. The program will serve at-risk/homeless families living at the Life Steps Campus, as well as all other families in the Casper area from the general public who wish to attend.

Little Hands, a program of the Family Journey Center, has operated in Casper for 5 years, offering a free program that supports children in exploration of their world and development of problem-solving skills and a sense of self-worth, while helping parents with parenting skills. We currently serve an average of 25 children, one morning a week, plus their parents, for 9 months a year; participation peaks at over 50 children (plus parents) in one morning. The program is completely free to families, because we are supported by grants and donations. Participants come from a mix of economic and social backgrounds. We operate in donated space at the Nicolaysen Art Museum (we are not a Nic program, but the museum lets us use the Discovery Center, where we pay for Nic supplies that we use).

With Little Hands at Life Steps Campus we propose to expand our operations by offering an additional program, at a new location - the Life Steps Campus, where CHA expects to house a number of at-risk families whose children particularly need our services. Under our proposal, we will offer our program at Life Steps year-round starting once a week in FY 2016 and adding additional sessions each succeeding year through FY 2018.

(Please see additional page for further information)

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The project would use One-Cent funds to pay rent on Building A on Life Steps Campus, owned by the City of Casper and operated by the Casper Housing Authority. It is our understanding that Building A is slated to be torn down or moved in future years but that it is suitable for day-time use until that time. We expect to rehabilitate the building for our use using One-Cent Funds plus donated labor and materials.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The Casper Housing Authority expects Life Steps Campus to house some 25 homeless families in the first year that the campus is ready with a Little Hands program in operation (FY 2016), growing to a figure of 75 families by the third year (FY 2018). Assuming perhaps one-third of those families would have children age birth to 6 (the population served by Little Hands), the program could expect to see a core Life Steps population of about 8 children in the first year and 25 by the third year.

In addition to the core population from Life Steps, some of the general population of Casper whom we currently serve at our Nicolaysen Art Museum location can also be expected to come for another day at Little Hands, at the Life Steps location. Our records (sign-in sheets and grant reports) show an average of 25 children (plus parents) and a peak of over 50 children (plus parents) attend Little Hands at the Nic; some of this population would probably also on occasion join *Little Hands at Life Steps Campus*.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

If no Optional 1% Sales Tax funding is available, the project will not go forward. If some Optional 1% Sales Tax funding is available, though not in the amount requested, the project may be able to go forward on a modified schedule, depending on the amount available. The Project Budget shows we expect to obtain a small amount of additional funds from other entities for the Life Steps campus program, but the bulk of the project cost depends on Optional 1% Sales Tax funding.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

The project is an initiation of services at the Life Steps Campus, followed by an expansion that will be completed over 3 years with the initial Optional 1% Sales Tax funding. By FY 2019, if the program is to continue, funding will still be required but may be obtained from a variety of sources. Those sources could include a future Optional 1% Sales Tax funding, and the amount would be approximately \$64,200/year.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

This project matches the priority for Human Services identified by the Citizens' Survey. Reaching the children of homeless and at-risk families is crucial part of human services. It is well-recognized by Casper people that services in early childhood pay off for the entire community in savings and in a productive citizenry when children reach adulthood. Demonstrating that recognition, city-wide there is an effort to provide good programming for children. Our program, which provides quality early childhood experience for free, makes quality early childhood experience available to families who cannot afford other programs. We have at various times in the past five years received support from a variety of Casper organizations, including: Mercer Family Resource Center, Serve Wyoming, Children and Nutrition Services, Wyoming Community Foundation/Casper, The Wold Foundation, The Ruth Ellbogen Foundation, Casper College, and The Nicolaysen Art Museum. That support has allowed us to provide Little Hands only once a week, at the Nicolaysen. This project will expand the program substantially and make it easily accessible to families who most need it, on Life Steps Campus.

**OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM**



Project Name: **Little Hands at Life Steps Campus**

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$10,970	\$31,185	\$47,495	\$64,195
Grants:				
Private	\$	\$1,000	\$2,000	\$3,000
Federal	\$	\$	\$	\$
State	\$	\$	\$	\$
*Donations (cash)	\$200	\$500	\$750	\$1,000
*Donations (in-kind)	\$3,937	\$8,360	\$14,630	\$21,320
Project Income (none: free program)	\$	\$	\$	\$
**Loans	\$	0\$	0\$	0\$
TOTAL FUNDING AVAILABLE	<u>\$15,107</u>	<u>\$41,045</u>	<u>\$64,875</u>	<u>\$89,515</u>

* Please include donations of cash and/or in-kind materials and services.
 ** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Building A, Life Steps Campus, rehabilitation labor and materials, including any electrical or structural issues that may emerge: \$12,000: estimate provided by Joe Dedic, Director of Asset Management, Casper Housing Authority, 145 N. Durbin St., Casper; 266-1388; info@chaoffice.org, attn. Joe Dedic (CHA is manager of Life Steps Campus including Building A). In budget, \$2,400 of the \$12,000 in labor and materials is expected to be provided in kind by donors.

Cleaning and painting, to be done by Family Journey Center volunteers: estimated at about \$1,600 – donated in kind by volunteers.

Engineering/Architectural Fees
(Design/Construction Administration) \$ _____

• Contingency \$ _____

Land Costs \$ _____

Construction Costs (Labor and Materials) \$ 10,000 _____

• Contingency \$ 2,000 _____

Furnishings \$ _____

Equipment Acquisition \$ _____

TOTAL **\$12,000** _____

Estimated Annual Operating/Maintenance Costs \$370 _____

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

Utilities are covered in rent paid to CHA; CHA covers repairs that are over \$250; maintenance provided by Family Journey Center volunteers, plus estimate 3 hours/yr of maintenance by CHA @ \$40/hour (cost provided by Joe Dedic, Director of Asset Management, CHA).

Funding sources: Private grant sources: Encana Corporation, Rocky Mountain Power Foundation, Wold Foundation: these are possible sources of total \$1,000 in FY 2016 to \$3,000 in FY 2018 in grant support (per detailed budget, and summary on previous page). Private donations: various individuals, supporters of Little Hands, from \$200 in FY 2015 to \$1,000 in FY 2018 (per detailed budget, and summary on previous page).

Project Narrative, continued: Little Hands at Life Steps Campus

Our budget requests One Cent funding to pay the rent year-round on Building A at Life Steps, the city-owned building that CHA has proposed that we use. The budget also calls for One Cent funding to pay for some staff hours, and supplies, at the new Life Steps program. The staff will be paid 5 hours per week for each program (which includes setup, cleanup, planning, supply purchase and preparation, and outreach); they also routinely donate additional hours to make the program work. Our director is a completely unpaid position; accounting services are donated. We use as many "upcycled" donated materials as possible, but do have to purchase some supplies. Rehabilitation of the building to fit our needs will be done with One Cent funding plus donated labor and materials. We will start providing a program one morning per week year-round in FY 2016 (starting Sept. 2015), add an afternoon program in FY 2017, and add an evening or weekend program (depending on what best suits participants) in FY 2018.

Studies show that children require a strong educational and social foundation in early childhood to prepare them for their future school and life experiences. Raising a very young child can, however, be a difficult, isolating time for parents – particularly for a young parent with limited financial resources. To be able to provide their young children the experiences the children require, families at Life Steps need a place where they can find fun and a community of lively interest in the experience of working and playing with their children. Little Hands is designed to serve the needs of both small children and their families, using an "emergent curriculum" approach. The program uses art materials – paint, clay, music, and dance, for instance – and it uses science materials, like plants, rocks, bugs and water. Our summer program at Life Steps will include a children's garden provided to the campus by the Food for Thought Project as part of the community gardens that CHA plans for Life Steps. Little Hands uses recycled and local materials as much as possible, to demonstrate to families that they can make unexpectedly interesting use of the everyday things around us. The idea is to offer children materials that provoke their curiosity, and then help them follow their own questions to explore and express themselves about the world around them. The program provides young children with the relaxed environment they need to give them the solid foundation in problem-solving and self-esteem on which they can build their lives.

Little Hands at Life Steps Campus would also be open to all other families in the Casper area. We have seen considerable benefit from a socio-economic mix of families, who model and learn from each other, as well as creating new friendships with people they would otherwise not meet. Little Hands at Life Steps Campus will address a pressing need and help the homeless families coming to Life Steps become a contributing part of the Casper community.

Little Hands

A Family Program for Creative Inspiration

Laying a foundation for lifelong learning through exploration, artistic expression, and creativity for children and their families.

A project of the Family Journey Center

To the Casper City Council:

Feb. 9, 2015

Please find enclosed the application of the Family Journey Center for funding for a community project under the Optional 1% # 15.

Our application includes:

- A completed application form
- An additional sheet to complete the *Project Narrative* in application
- Required attachments:
 1. Detailed budget
 2. Operation/Maintenance Cost Estimates
 3. Cost Estimate Substantiation
 4. Funding Timeline
 5. Documentation of Non-profit tax exempt status and EIN
 6. Needs Data
- Letters of support: Mercer Family Resource Center, Casper College, ServeWyoming

Note: the following attachments are not included because not applicable: Capital Investment Maintenance/Replacement Plan; Project Debt Disclosure (no project indebtedness); Funding History (FJC has never applied for nor received optional sales tax funding in the past); and Preliminary Design Documents.

We appreciate your consideration of our application. Thank you very much for the opportunity to apply.

Sincerely,


Anne MacKinnon, Director (volunteer)

Operation/Maintenance Cost Estimates

Operation and Maintenance Costs for Building A, Life Steps Campus:

Utilities: Utilities are covered in \$14,400 rent paid annually to Casper Housing Authority.

Repairs: Casper Housing Authority covers repairs to building that cost more than \$250.

Maintenance: Routine maintenance will be covered by Family Journey Center volunteers. Casper Housing Authority will provide other maintenance, estimated by FJC at 3 hours per year, at a cost of \$40/hour.

Insurance costs are estimated to grow as program grows; based on expanded coverage through current insurer.

Program operations costs are based on current operations costs for Family Journey Center of one morning program per week, for 9 months, which have been documented in board budgets and grant applications since 2010.

Cost Estimate Substantiation

Operation and Maintenance Costs for Building A, Life Steps Campus

Source: Joe Dedic, Director of Asset Management
Casper Housing Authority
145 N. Durbin St.
Casper, WY 82601
307-266-1388
info@chaoffice.org (attn.: Joe Dedic)

Insurance costs

Source: Mary Larson
The Bon Agency
PO Box 1729
Casper, WY 82602
307-234-4551
mlarson@bonagency.com

Program operations costs

Source: Anne MacKinnon
Director (volunteer)
Family Journey Center
112 W. 2d St.
Casper, WY 82601
307-472-4930
amack@vcn.com

Funding Timeline

One Cent Funds will be needed in the following amounts on the following schedule:

June 1, 2015 (or whenever possible after grant decision is made): **\$10,970**

July 1, 2015: 15,592.50

January 1, 2016: 15,592.50

July 1, 2016: \$23,447.50

January 1, 2017: \$23,447.50

July 1, 2017: \$32,097.50

January 1, 2018 \$32,097.50

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 24 2014

FAMILY JOURNEY CENTER
C/O ANNE MACKINNON
112 W 2D ST
CASPER, WY 82601

Employer Identification Number:
27-0152077
DLN:
17053239349023
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 12
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
January 20, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

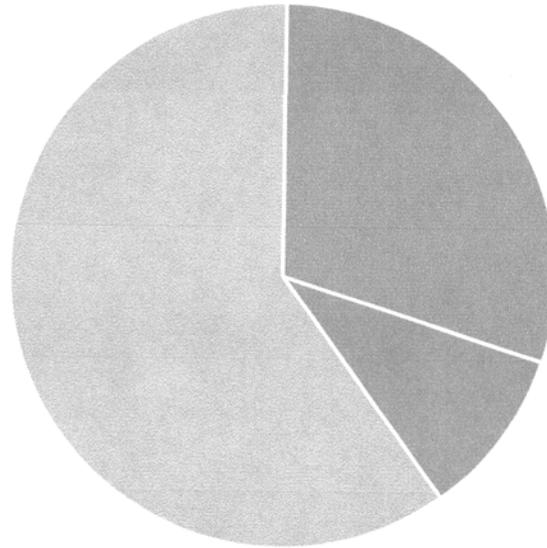
For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

Nearly 1/3 of Natrona children are in poverty, requiring free lunch



■ Free lunch ■ Reduced-price lunch ■ All other

Consistent poverty in NCSD, 2011-2015

Source: Wyo Dept. Education

Children are entitled to free lunch if, in a family of 4, the family income is about \$30,000 (this figure varies slightly from 2011-2014).

Source: Wyo. Dept. Education; Kids Count Data Center; U.S. Dept. of Health and Human Services, Poverty Guidelines

The pay-off for investing in early childhood

Research shows that \$1 invested in early childhood development yields over \$7 in future social cost saving.

Source: Wyoming Children and Families Initiative Report, 2006 - mandated by the Wyoming Legislature, 2004, and partially funded by the McMurry Foundation

The details:

As a University of Chicago economist puts it:

Interventions early in the life cycle of disadvantaged children have much higher economic returns than later interventions such as reduced pupil-teacher ratios, public job training, convict rehabilitation programs, adult literacy programs, tuition subsidies or expenditure on police.

What is important is development of the “whole child,” not just early education in the “3Rs”:

Non-cognitive factors ... promote success in school and life. Cognitive abilities are important determinants of socioeconomic success. So are socio-emotional skills, physical and mental health, perseverance, attention, motivation, and self-confidence. They contribute to performance in society at large and even help determine scores on the very tests that are commonly used to measure cognitive achievement.

And, without intervention,

Ability gaps between the advantaged and disadvantaged open up early in the lives of children.

Source: James J. Heckman, University of Chicago, School of Economics, 2008: “Schools, Skills and Synapses”; reprinted in part on following pages



IZA

DISCUSSION PAPER SERIES

IZA DP No. 3515

Schools, Skills, and Synapses

James J. Heckman

May 2008

An excerpt: the entire paper is available for download at:

<http://ftp.iza.org/dp3515.pdf>

Forschungsinstitut
zur Zukunft der Arbeit
Institute for the Study
of Labor

I INTRODUCTION

American society is polarizing. Proportionately more American youth are graduating from college than ever before. At the same time, American-born youth are graduating from high school at lower rates than 40 years ago.

This paper reviews and interprets these trends. The origins of inequality are examined and policies to alleviate it are analyzed. Families play a powerful role in shaping adult outcomes. The accident of birth is a major source of inequality. Recent research by Cunha and Heckman (2007a, 2008b) shows that about half of the inequality in the present value of lifetime earnings is due to factors determined by age 18. Compared to 50 years ago, relatively more American children are being born into disadvantaged families where investments in children are smaller than in advantaged families. Policies that supplement the child rearing resources available to disadvantaged families reduce inequality and raise productivity.

The argument of this paper is summarized by the following 15 points:

1. Many major economic and social problems such as crime, teenage pregnancy, dropping out of high school and adverse health conditions are linked to low levels of skill and ability in society.
2. In analyzing policies that foster skills and abilities, society should recognize the multiplicity of human abilities.
3. Currently, public policy in the U.S. focuses on promoting and measuring cognitive ability through IQ and achievement tests. The accountability standards in the No Child Left Behind Act concentrate attention on achievement test scores and do not evaluate important noncognitive factors that promote success in school and life.
4. Cognitive abilities are important determinants of socioeconomic success.
5. So are socioemotional skills, physical and mental health, perseverance, attention, motivation, and self confidence. They contribute to performance in society at large and even

help determine scores on the very tests that are commonly used to measure cognitive achievement.

6. Ability gaps between the advantaged and disadvantaged open up early in the lives of children.
7. Family environments of young children are major predictors of cognitive and socioemotional abilities, as well as a variety of outcomes such as crime and health.
8. Family environments in the U.S. and many other countries around the world have deteriorated over the past 40 years.
9. Experimental evidence on the positive effects of early interventions on children in disadvantaged families is consistent with a large body of non-experimental evidence showing that the absence of supportive family environments harms child outcomes.
10. If society intervenes early enough, it can improve cognitive and socioemotional abilities and the health of disadvantaged children.
11. Early interventions promote schooling, reduce crime, foster workforce productivity and reduce teenage pregnancy.
12. These interventions are estimated to have high benefit-cost ratios and rates of return.
13. As programs are currently configured, interventions early in the life cycle of disadvantaged children have much higher economic returns than later interventions such as reduced pupil-teacher ratios, public job training, convict rehabilitation programs, adult literacy programs, tuition subsidies or expenditure on police.
14. Life cycle skill formation is dynamic in nature. Skill begets skill; motivation begets motivation. Motivation cross-fosters skill and skill cross-fosters motivation. If a child is not motivated to learn and engage early on in life, the more likely it is that when the child becomes an adult, it will fail in social and economic life. The longer society

waits to intervene in the life cycle of a disadvantaged child, the more costly it is to remediate disadvantage.

15. A major refocus of policy is required to capitalize on knowledge about the life cycle of skill and health formation and the importance of the early years in creating inequality in America, and in producing skills for the workforce.

The evidence assembled in this paper substantially amends the analysis of *The Bell Curve* by Herrnstein and Murray (1994). Those authors made an important contribution to academic and policy analysis by showing that cognitive ability as captured by achievement test scores measured in a child's adolescent years predict adult socioeconomic success on a variety of dimensions. Heckman, Stixrud, and Urzua (2006) and Borghans, Duckworth, Heckman, and ter Weel (2008) demonstrate that personality factors are also powerfully predictive of socioeconomic success and are as powerful as cognitive abilities in producing many adult outcomes. Achievement tests of the sort used by Herrnstein and Murray reflect both cognitive and noncognitive factors.

The Bell Curve assigned a primary role to genetics in explaining the origins of differences in human cognitive ability and a primary role to cognitive ability in shaping adult outcomes. If cognitive ability is genetically determined and is primary in shaping adult outcomes, public policy towards disadvantaged populations is limited to compensation. Recent research, summarized in this paper, establishes the power of socioemotional abilities and an important role for environment and intervention in creating abilities. The field of epigenetics surveyed in Rutter (2006) demonstrates how genetic expression is strongly influenced by environmental influences and that environmental effects on gene expression can be inherited. Evidence is presented in this paper that high quality early childhood interventions foster abilities and that inequality can be attacked at its source. Early interventions also boost the productivity of the economy.

The plan of this paper is as follows. Section II reviews some evidence on growing polarization in American society. Section III reviews evidence on the importance of cognitive and

II GROWING POLARIZATION OF AMERICAN SOCIETY AND ITS IMPLICATIONS FOR PRODUCTIVITY

noncognitive abilities in producing a variety of socioeconomic outcomes. Section IV shows how the abilities that are so powerfully predictive of adult success and failure emerge early in the life of a child. This evidence has important implications for policies designed to alleviate poverty. Section V summarizes the evidence that a greater fraction of American youth is being born and reared in disadvantaged families compared to 50 years ago. It also discusses the question of the best way to measure disadvantage. Section VI reviews evidence on the role of families in producing abilities. Section VII shows the evidence that enriching early environments can partially compensate for the effects of early adversity, and draws general lessons from the recent literature on the optimal timing of investment in disadvantaged children. Section VIII discusses practical issues that arise in designing and implementing early childhood interventions. Section IX concludes. An Appendix presents a more technical and comprehensive version of the discussion about the optimal timing of investment and some additional evidence.

II GROWING POLARIZATION OF AMERICAN SOCIETY AND ITS IMPLICATIONS FOR PRODUCTIVITY

The high school graduation rate is one barometer of the performance of American society and the skill level of its future workforce. Throughout the first half of the 20th century, each new cohort of Americans was more likely to graduate high school than the preceding one. This upward trend in secondary education increased worker productivity and fueled American economic growth (see Aaronson and Sullivan, 2001, and Delong, Katz, and Goldin, 2003).

In the past 30 years, growing wage differentials between high school graduates and high school dropouts have increased the economic incentive to graduate from high school. The real wages of high school dropouts have declined since the late 1970s while those of more skilled workers have risen (see Autor, Katz, and Kearney, 2005). Heckman, Lochner, and Todd (2008) show that in recent decades, the internal rate of return to graduating high

II GROWING POLARIZATION OF AMERICAN SOCIETY AND ITS IMPLICATIONS FOR PRODUCTIVITY

school compared to dropping out has greatly increased and is now over 50 percent per year.

It is thus surprising and disturbing that, at a time when the premium for skills has increased and the return to graduating high school has risen, the high school dropout rate in America is increasing. This trend is rarely noted in academic or policy discussions. The principal graduation rate issued by the National Center for Educational Statistics (NCES) – widely regarded as the official rate – would suggest that U.S. students responded to the increasing demand for skill by completing high school at increasing rates and that a greater fraction of high school graduates go to college and complete it. According to what many regard as the official high school graduation rate, U.S. schools now graduate nearly 88 percent of students and black graduation rates have converged to those of non-Hispanic whites over the past four decades.

The evidence in Heckman and LaFontaine (2008a) challenges these claims and establishes that the high school dropout rate has *increased* among native-born American children. Using a wide variety of data sources, they estimate U.S. graduation rates. They establish that (1) the U.S. high school graduation rate peaked at around 80 percent in the late 1960s and then declined by 4-5 percentage points. (2) About 65 percent of blacks and Hispanics leave school with a high school diploma. Minority graduation rates are substantially below the rates for non-Hispanic whites. Contrary to claims based on the official statistics, they find no evidence of convergence in minority-majority graduation rates for males over the past 35 years. (3) Exclusion of incarcerated populations from the official statistics substantially biases upward the reported high school graduation rate for black males.

The contrast between the “official” rate and the true rate is demonstrated in Figure 1. The official rate is plotted as the line with circles in Figure 1. The dropout rate has steadily declined since 1968. However, the dropout rate adjusted for high school dropouts who are exam certified as high school equivalents, but who perform in the labor market at or near the level of high school dropouts who do not certify, is very different.¹ The adjusted rate, plotted in the line with closed circles, has risen.

II GROWING POLARIZATION OF AMERICAN SOCIETY AND ITS IMPLICATIONS FOR PRODUCTIVITY

The slowdown in the rate of growth of college attendance that has been noted by many scholars is not primarily due to a slowdown in the rate of growth of college attendance among high school graduates.² The curve marked “ Δ ” in Figure 2 shows that the college attendance rate among high school graduates has not slowed down as much as the rate for college attendance. The primary source of the slowdown is the growth in the high school dropout rate (see the curve with the light rectangles). This pattern is mainly due to males. (Compare Figures 3 and 4 which is on a format comparable to Figure 2.) A gap has emerged in the education of men and women. This is another source of the growth of inequality in America. Black female college enrollment is converging to that of white male enrollment. Across all ethnic groups, women are doing better than men.³ For recent birth cohorts, the gap in college attendance between males and females is roughly ten percent. However, the gap in college attendance given high school graduation is only five percent. Half of the growing gender gap in college attendance documented by Goldin, Katz, and Kuziemko (2006) can be explained by the declining rate of male high school graduation (Heckman and LaFontaine, 2008a).

Table 1 performs standard growth accounting, decomposing the change in college graduation into the change due to high school graduation, the change in college attendance given high school graduation, and the change in college graduation given college attendance. The table shows that in the first half of the 20th century, growth in high school graduation was the driving force behind increased college enrollments. Growth in high school graduation no longer contributes to growth in college attainment for cohorts born after 1950, especially for men. High school graduation as a source of growth in educational attainment diminishes and turns negative for more recent cohorts of Americans. The decline in high school graduation rates since 1970 (for cohorts born after 1950) has flattened college attendance and completion rates and has slowed growth in the skill level of the U.S. workforce at a time when the economic return to skill has increased. (See Figure 5.)

The trends in high school graduation rates reported in Figures 2-4 are for persons born in

the United States and exclude immigrants. The recent growth in unskilled migration to the U.S. increases the proportion of unskilled Americans in the workforce apart from the decline in skills due to a rising high school dropout rate. This trend further reduces the growth in workforce productivity, and promotes inequality in society at large. Estimates by Aaronson and Sullivan (2001) and DeLong, Katz, and Goldin (2003) suggest that annual growth in labor productivity has slowed by 0.17 to 0.35 percent per year due to trends that reduce the growth of labor force quality.

A greater percentage of the workforce of tomorrow will come from traditional minority populations where the levels of educational attainment are lower and the growth in the supply of skills for males is weaker. Table 2 taken from Ellwood (2001) shows that in the period 2000–2020, American society will generate less than half of the number of college graduates that it produced in the previous 20 years despite growth in the size of the total population.

Trends in the production of skills from American high schools coupled with a growing influx of unskilled immigrants have produced more people with low skills in U.S. Consider the performance of the American workforce on a basic level of literacy. (See Figure 5.) At level 1, depicted in the figure, a person cannot understand the instructions written in a medical prescription. American (and UK) workers perform poorly by this measure both absolutely and in comparison with Germany and Sweden. More than 20 percent of American workers do not possess this basic competence.

What forces have produced these low levels and adverse trends? Are the public schools responsible? Can we look to school reform to fix the problem? Are higher college tuition costs to blame? I argue that the answer is “No” to all of these questions. Contrary to widely held views, accounting for the ability of a child at the age college decisions are made, tuition costs and schooling quality explain trivial fractions of the gaps in educational attainment by socioeconomic status.

III THE IMPORTANCE OF COGNITIVE AND NONCOGNITIVE ABILITIES

Cognitive and noncognitive abilities are important determinants of schooling and socioeconomic success. In the U.S. and many countries around the world, schooling gaps across ethnic and income groups have more to do with ability deficits than family finances in the school-going years. A substantial body of research shows that earnings, employment, labor force experience, college attendance, teenage pregnancy, participation in risky activities, compliance with health protocols and participation in crime are strongly affected by cognitive and noncognitive abilities.⁴ By noncognitive abilities I mean motivation, socioemotional regulation, time preference, personality factors and the ability to work with others.

American public policy currently focuses on cognitive test scores or “smarts.” The No Child Left Behind Act in the U.S. focuses on achievement test scores to measure success or failure in schools. Yet an emerging literature shows that, as is intuitively obvious and commonsensical, much more than smarts is required for success in life. Motivation, sociability (the ability to work with others), the ability to focus on tasks, self-regulation, self esteem, time preference, health and mental health all matter.

The importance of noncognitive skills tends to be underrated in contemporary policy discussions. Only recently have such traits been measured and there are competing measurement systems.⁵ Recent evidence shows that the workplace is increasingly oriented towards a greater valuation of the skills required for social interaction and for sociability.^{6,7}

Compelling evidence on the importance of noncognitive skills comes from the GED program (Heckman and LaFontaine, 2008b; Heckman and Rubinstein, 2001). GEDs are dropouts who pass a test to certify that they are equivalent to high school graduates. Participation in the GED program is growing. Currently 14 percent of U.S. high school certificates issued are to GEDs. The GED is successful in terms of measuring performance on tests of scholastic ability.

Heckman, Hsee, and Rubinstein (2001) and Heckman and Rubinstein (2001) show that GED test scores and the test scores of persons who graduate high school but do not go on

to college are comparable. Figure 7 displays the distribution of achievement test scores for regular high school graduates who do not go on college (the graph with dark rectangles) and GEDs (the circles). The two distributions are very similar for all ethnic and gender groups. Yet GEDs earn at the rate of high school dropouts (see Heckman and LaFontaine, 2006; 2008b). GEDs are as “smart” as ordinary high school graduates, yet they lack noncognitive skills.⁸ The GEDs are the wise guys who cannot finish anything. They quit the jobs and marriages they start at much greater rates than ordinary high school graduates. Most branches of the U.S. military recognize this in their recruiting strategies. Until the recent war in Iraq, the armed forces did not generally accept GEDs because of their poor performance in the military (Laurence, 2008). This and other evidence shows that both cognitive and noncognitive skills matter in a variety of aspects of life.

It is useful to summarize additional evidence on the power of noncognitive skills.⁹ Consider the effects of both cognitive and noncognitive skills on many measures of social performance. Heckman, Stixrud, and Urzua (2006) examine the effects of a core set of cognitive and noncognitive factors on a variety of outcomes. Figures 8 and 9, excerpted from their paper, show how the outcome measure written at the base of each figure varies with cognitive and non-cognitive skills.¹⁰ For many social outcomes, both cognitive and noncognitive skills are equally predictive in the sense that a one percent increase in either type of ability has roughly equal effects on outcomes across the full distribution of abilities. Figure 8(a) shows that those with low levels of cognitive and noncognitive skills are much more likely to be incarcerated and that an increase in both cognitive and noncognitive skills reduces the probability of teenage pregnancy. For the lowest deciles, the drop off in incarceration with increasing noncognitive ability is greater than it is for cognitive ability. For teenage pregnancy, the drop off in the rate is about the same for both types of skills. Figure 9 shows similar patterns for high schooling dropping out, four year college graduation, daily smoking and log wages.

Cameron and Heckman (2001) and the papers they cite show that tuition costs explain

little of the gap in college going between the affluent and less affluent, between rich and poor, and between majorities and minorities. Controlling for cognitive ability measured at the age college decisions and high school dropout decisions are made, minorities are *more* likely than whites to be at normal grade level in high school. See Table 3. The top row in each panel shows the raw gap in educational attainment for the indicated schooling level. The bottom row shows the gap, adjusting for cognitive ability. Tuition costs explain little of the dramatic gaps in high school dropping out across minority and majority groups that are actually bigger than what are seen in the official statistics.¹¹

IV ABILITY GAPS OPEN UP EARLY IN LIFE

Gaps in the abilities that play an important role in determining diverse adult labor market and health outcomes open up very early across socioeconomic groups. Consider the evolution of both cognitive and noncognitive scores over the life of children, stratifying by social background.

Figure 10 shows the gap in cognitive test scores by age of low birth weight children stratified by the mother's education. Gaps in ability emerge early and persist. Most of the gaps at age 18 that help to explain gaps in adult outcomes are present at age five. Schooling plays a minor role in creating or perpetuating gaps. Even though American children go to very different schools depending on their family background, test scores are remarkably parallel.

Figure 11(a) plots ranks of math scores by age by income class. The salient feature of this figure, as for Figure 10, is that the gaps in achievement at age 12 are mostly present at age 6, when children enter school. Again, schooling after the second grade plays only a minor role in alleviating test score gaps.

A similar pattern appears for socioemotional skills. Figure 12(a) plots ranks on an anti-social score — a measure of behavior problems. In this figure, a high score is an indicator of behavior problems. Gaps by socioeconomic status open up early and persist. High scores

(worse behavior problems) are associated with lower socioeconomic status. Again, schools do not account for much of this pattern.

How do these early and persistent differences in abilities arise? Is the difference due to genes as Herrnstein and Murray claimed in *The Bell Curve*? Recall that they used an achievement test score measured in the adolescent years to claim that genes are important determinants of ability. They implicitly claim that compensation for early deficits is not possible. The test score they use has been shown to be caused in part by schooling and family environments (Hansen, Heckman, and Mullen, 2004; Neal and Johnson, 1996). In Section VII, I summarize the experimental evidence that test scores and adult achievement can be improved by high quality interventions.

Evidence from epigenetics suggests that the genes vs. environment distinction that is so much in vogue in popular discussions of the origins of inequality is obsolete, as is the practice of additively partitioning outcomes due to “nature” and “nurture” that is common in many papers in economics. An extensive recent literature suggests that gene-environment interactions are central to explaining human and animal development. Rutter (2006) provides an accessible introduction to this literature.¹²

For example, recent work by Caspi, Williams, Kim-Cohen et al. (2007) shows that children’s intellectual development is influenced by both genetic and environmental factors. Breast-fed children attain higher IQ scores than non-breast fed children. This relationship is moderated by a gene (FADS2) that controls fatty acid pathways. Fraga, Ballestar, Paz et al. (2005) show how monozygotic (identical) twins are affected by life experience that substantially differentiates the genetic expression of adult twins.¹³ Caspi, Sugden, Moffitt et al. (2003) show that one gene (a serotonin transporter 5-HTT) moderates the influence of stressful life events on depression. Caspi, McClay, Moffitt et al. (2002) show that the impact of growing up in a harsh or abusive environment on adult antisocial behavior depends on the presence of a particular variant of the MAOA gene. Cole, Hawkey, Arevalo et al. (2007) show the effect of social environments (isolation) on gene expression that moderates

adverse health outcomes. Turkheimer, Haley, Waldron et al. (2003) find a powerful role of environment in determining heritability of IQ.

The research on animals by Champagne and Curley (2005) and Champagne, Weaver, Diorio et al. (2006) shows that environmental effects are inherited across generations, and that early environmental influences are especially important. Suomi (1999; 2003) reports parallel findings on genetic moderation of environmental influences for rhesus monkeys that have 95 percent of human genes.

When one controls for early family background factors (mother's education and ability) using regression analysis, the gaps shown in Figures 11(a) and 12(a) greatly diminish. See Figures 11(b) and 12(b), respectively. While such regression adjustments cannot establish causality, a causal interpretation of this evidence is supported by the experimental evidence discussed in Section VII.

V THE DECLINE OF THE AMERICAN FAMILY AND THE RISE OF SOCIAL PROBLEMS

The evidence on the importance of family factors in explaining ability gaps is a source of concern because a greater proportion of American children is being born into disadvantaged families. A divide is opening up in American society. Those born into disadvantaged environments are receiving relatively less stimulation and resources to promote child development than those born into more advantaged families. Figure 13(a) shows the dramatic rise in the proportion of children living in single parent families. The greatest contributor to this growth is the percent living in families with never married mothers. (See the top category.) Such families are much less likely to invest in their children (Moon, 2008). Figure 13(b) shows that the percentage of all children less than age 5 with a never married mother is over 25% for children born into families with dropout mothers. Figure 13(c) shows that this phenomenon is especially pronounced for African American families.

A gap has emerged between the environments of children of more educated women and

the environments of children of less educated women. More educated women are having their children later after they have completed their education and have a steady flow of resources from their own income and that of their spouses (McLanahan, 2004).

More educated women are working disproportionately more than less educated women.¹⁴ Fewer than ten percent of the more educated women bear children out of wedlock. (See Figures 13(d) and 13(e), respectively.) In educated families, fathers' involvement with children has increased over the past 30 years (McLanahan, 2004). More educated women marry later, have more resources, fewer children, and provide much richer child rearing environments that produce dramatic differences in child vocabulary and intellectual performance. (See Huttenlocher, Haight, Bryk et al., 1991, Huttenlocher, Vasilyeva, Waterfall et al., 2007 and Hart and Risley, 1992, 1995.) These advantages are especially pronounced for children of two parent stable marriages.¹⁵ Children of such marriages appear to be at a major advantage compared to children from other unions

A comprehensive survey by Bianchi, Robinson, and Milkie (2006) of the evidence from time diary studies shows that college-educated mothers devote more time to child rearing than less-educated mothers, especially in child enrichment activities. They spend more time reading to children and less time watching television with their children. College-educated mothers spend more time in child care.¹⁶

In the words of McLanahan (2004), children from different family backgrounds face "diverging destinies." While more educated women are working more, their families are more stable and the mothers in these families are also devoting more time to child development activities than less educated women. Children in affluent homes are bathed in financial and cognitive resources. Those in less advantaged circumstances are much less likely to receive cognitive and socioemotional stimulation and other family resources. The family environments of single parent homes compared to intact families are much less favorable for investment in children. See Table 4, taken from McLanahan (2004). The patterns of single motherhood, employment and age at first birth of the child by mother's educational status

are found in many countries around the world (see McLanahan, 2004), so this analysis is relevant for other Western countries.

Adverse backgrounds produce much greater risk for the persons involved and their children (Felitti and Anda, 2005; Krein and Beller, 1988; McLanahan and Sandefur, 1994). An emerging literature establishes the lower quality of the early environments of children born to less educated mothers and especially teenage mothers and their consequences for adult outcomes.¹⁷ Both family structure and age of the mother appear to play a role (Francesconi, 2007). Fetal alcohol ingestion alone, which is more frequent with teenage and less educated mothers, appears to have substantial deleterious consequences on adult outcomes. (See Nilsson, 2008; Streissguth, 2007; Zhang, Sliwowska, and Weinberg, 2005.)¹⁸

The available evidence from psychology and sociology suggests that the conventional measures of family disadvantage used by many social scientists to study child outcomes, such as “broken home” or family income, are very crude proxies for the real determinants of child outcomes (Harris, Brown, and Bifulco, 1986; Mayer, 1997; Rutter, 1971). Presence of a father can be a negative factor if he shows antisocial tendencies (Jaffee, Caspi, Moffitt, Dodge, Rutter, Taylor, and Tully, 2005). A substantial body of evidence suggests that a major determinant of child disadvantage is the quality of the nurturing environment rather than just financial resources available or presence or absence of parents (see Rutter, 2006). This evidence is supported by the evidence on the effects of early parenting enrichment programs summarized in Section VII.

Strengthening the observation that current measures of childhood adversity are inaccurate is a study by Costello, Compton, Keeler et al. (2003). An American Indian population enriched by the opening of a casino showed substantial improvements in baseline measures of disruptive behavior of their children. The beneficial effects of the intervention were mediated by changes within the family. Parental supervision of children improved and there was greater parental engagement. In this natural experiment, income improved parenting, but it was parenting that reduced disruptive behavior. A proper measure of disadvantage would

VI ADDITIONAL EVIDENCE ON THE CONSEQUENCES OF ADVERSE EARLY CIRCUMSTANCES ON CHILD AND ADULT OUTCOMES

account for parenting inputs. However, time series on parenting is limited. This evidence raises a serious policy question. Should one target income or should one target parenting? The successful early intervention programs discussed in Section VII target parenting. However, targeting parenting raises difficult political and cultural issues that are discussed in Section IX.

Adverse trends in family environments raise an environmental version of concerns about the quality of the future population analogous to the concerns expressed by the eugenics movement a century ago. Then the concern was expressed that “genetically inferior” populations were breeding at a higher rate and diluting population quality. Since genetics was assumed to be beyond the control of intervention, the eugenicists forecast a dim future for the human race.

Recent evidence suggests that early *environments* play a powerful role in shaping adult outcomes. Disproportionately more American children are growing up in adverse environments and this will have adverse consequences for American society. The good news in all of this is that environments can be enhanced to promote the quality of children in ways that were thought impossible under the traditional view of genetic determination. The recent literature suggests that early environments powerfully affect genetic expression, and that society need not passively watch its own decline. Policy can matter. Before turning to the evidence, I bolster the case made in this section.

VI ADDITIONAL EVIDENCE ON THE CONSEQUENCES OF ADVERSE EARLY CIRCUMSTANCES ON CHILD AND ADULT OUTCOMES

Many scholars, including Plato (1991, reprinted) and Freud (1935, reprinted), have discussed the importance of early childhood environments on adult outcomes. Felitti and Anda (2005) present some empirical support for Freud, Plato and the numerous thinkers who have stressed the importance of the early years. They use retrospective data to examine the effects of adverse childhood experiences on health and human development over the lifespans of 17,337



mercerc family resource center

535 W. Yellowstone, Casper, WY 82601 (307) 265-7366 fax (307) 473-2650

February 5, 2015

RE: Letter of Support for the Family Journey Center

To whom it may concern,

Mercer Family Resource Center (Mercer FRC) supports the FJC - *Little Hands at Life Steps Campus*. Mercer FRC has worked with the Little Hands program since its beginning, and has seen it grow into a very active program. I believe it makes an important contribution to our community by providing: early childhood exploration and affirmation experience for the children, as well as modeling for the parents in a non-pressured setting. Early investment in the lives of children pays off many times later in their lives. It is of particular importance to make this available for at risk families, like those who will be at Life Steps. These families cannot afford any extra expense and can benefit from a free on-site program. Other families in Casper will be invited (including those who attend this program at the Nicolaysen Art Museum). This could offer great mingling and mutual learning experience for all of the families.

Thank you for your consideration.

Respectfully,

Cori Cosner-Burton, MSW, LCSW
Executive Director

connecting youth, families and community

Mercer House is a Natrona County Family resource center providing education, counseling, and referral services that build stronger and healthier youth and families in our community.





Casper College

125 College Drive
Casper, Wyoming 82601

Casper City Council
One-Cent Grant Committee
City of Casper

February 5, 2015

Dear Council Members and Selection Committee:

I am writing a letter of support for the revitalization of the Life Steps Campus proposed by the Casper Housing Authority, in conjunction with the Family Journey Center program known as Little Hands. The plan is to upgrade existing buildings and house more homeless families, plus support for space and staff for programs, specifically for Little Hands which provides valuable experiences for young children and modeling for parents.

As a Little Hands board member and an early childhood instructor at Casper College I view this as an exciting opportunity for families in our community. Little Hands offers the valuable hands-on, experiential interactions needed to grow the whole child. These experiences allow children to grow in all domains of development: cognitively, socially, emotionally, physically and using language to make sense of the experience. Little Hands views the child as an active participant in his or her learning, who are competent and seek to make sense of the world. This is done in a very thoughtful, intentionally planned environment by staff members, allowing children to have relevant learning experiences.

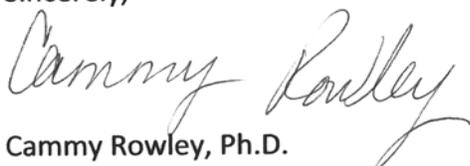
Picture, for example a group of young children exploring color through paints. Using various upcycled materials, traditional paint tools and body parts, paint is applied to a large swath of material. The feel of paint between the fingers (physical domain) is exciting as it is expressed orally (language). The tiny hand of blue is overlapped with a red footprint on the mural, resulting in some purple (cognitive). This new color creation of purple results in surprise for the child and pride in this discovery (emotional domain). Excitingly, the child shares this discovery with the parent, other children or staff (social and language development). This is how learning supports the whole child, and new learning is explored in all domains.

Regarding how this readies children for future success, including school, it is interconnectivity of the learning and the experiential learning under the guidance of competent adults. The new hands-on experiences plant useful "pegs" in the brain, allowing for connections to be made to other experiences. All children have "pegs of experiences" but we often find they are not always compatible for the experiences needed to be successful in a school setting. This is where the parent involvement piece is also critical. The modeling of staff with their language, questioning and active involvement in exploration with everyday items is a powerful tool.

As a Casper College Education Instructor, this is also exciting in that it offers another quality site for our preservice teachers to practice their skills and learn from children and families. This would allow more appropriate times of the day and multiple days for early childhood education students to engage in service-learning or practicum experiences.

This is an incredible opportunity for children and families in our community. The larger community of the school district, the college and the city itself will benefit as well. Thank you for considering this proposal for the One Cent funds.

Sincerely,

A handwritten signature in cursive script that reads "Cammy Rowley". The signature is written in black ink and is positioned above the typed name.

Cammy Rowley, Ph.D.
Early Childhood Education Instructor
Casper College



ServeWyoming

February 6, 2015

Dear Mayor Powell and Members of the City Council,

Between 2010 and 2012, Children and Nutrition Service received AmeriCorps funding from ServeWyoming and Corporation for National and Community Service. In turn, they helped Little Hands, a local organization, by providing them a way to recruit AmeriCorps members to serve with them.

AmeriCorps engages more than 75,000 Americans in intensive service each year at nonprofits, schools, public agencies, and community and faith-based groups across the country. Since the program's founding in 1994, more than 900,000 AmeriCorps members have contributed more than 1.2 billion hours in service across America while tackling pressing problems and mobilizing millions of volunteers for the organizations they serve.

Little Hands is doing good things and their partnership with Casper Housing Authority can only increase their potential. We are writing this letter in support of Little Hands for your consideration.

If you have any questions about AmeriCorps, ServeWyoming, or this letter, please contact me and visit our website at www.servewyoming.org.

Thank you,



Nurieh Glasgow
Program and Training Officer

NATRONA

COUNTY SCHOOLS

HUMAN RESOURCES

970 N. GLENN RD. * CASPER, WY 82601 * FAX: (307) 253-5395 * WWW.NATRONASCHOOLS.ORG

February 9, 2015

To Whom It May Concern:

Please consider this letter of support for the Family Journey Center and their submission of a proposal for One Cent funds to support the program at the Life Steps Campus. The Family Journey Center and the Little Hands program provide a valuable and much needed program in our community.

It is no surprise that the children of homeless and low-income families often suffer the effects of those conditions through lack of exposure to family and community learning opportunities, which are so foundational to a child's early development. The opportunities provided by Little Hands not only enhance a child's physical coordination and motor development, but also contribute significantly to language learning, self-confidence, and overall brain development.

In addition, the opportunities for parents to learn skills and gain knowledge about positive interactions with their children, quality learning opportunities, and child development are invaluable. The chance for parents and children to interact in a positive and healthy manner and to interact with other families is significant, as well.

Finally, the staff and volunteers at the Family Journey Center are of the highest quality. These are professionals who care deeply about children, their families and our community.

It is without hesitation that we offer our support for this proposal. Please do not hesitate to contact me if you have additional questions or need further information.

Sincerely,



Michael R. Bond



CITY OF CASPER -- OPTIONAL 1% #15 COMMUNITY PROJECTS

Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be \$8 million, or \$2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

APPLICATION INSTRUCTIONS

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments:**

FUNDING AND EXPENDITURES

1. Detailed Budget: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. Operation/Maintenance Cost Estimates: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. Capital Investment Maintenance/Replacement Plan: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. Cost Estimate Substantiation: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. Funding Timeline: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. Project Debt Disclosure: List any existing project indebtedness and the purpose of such indebtedness.

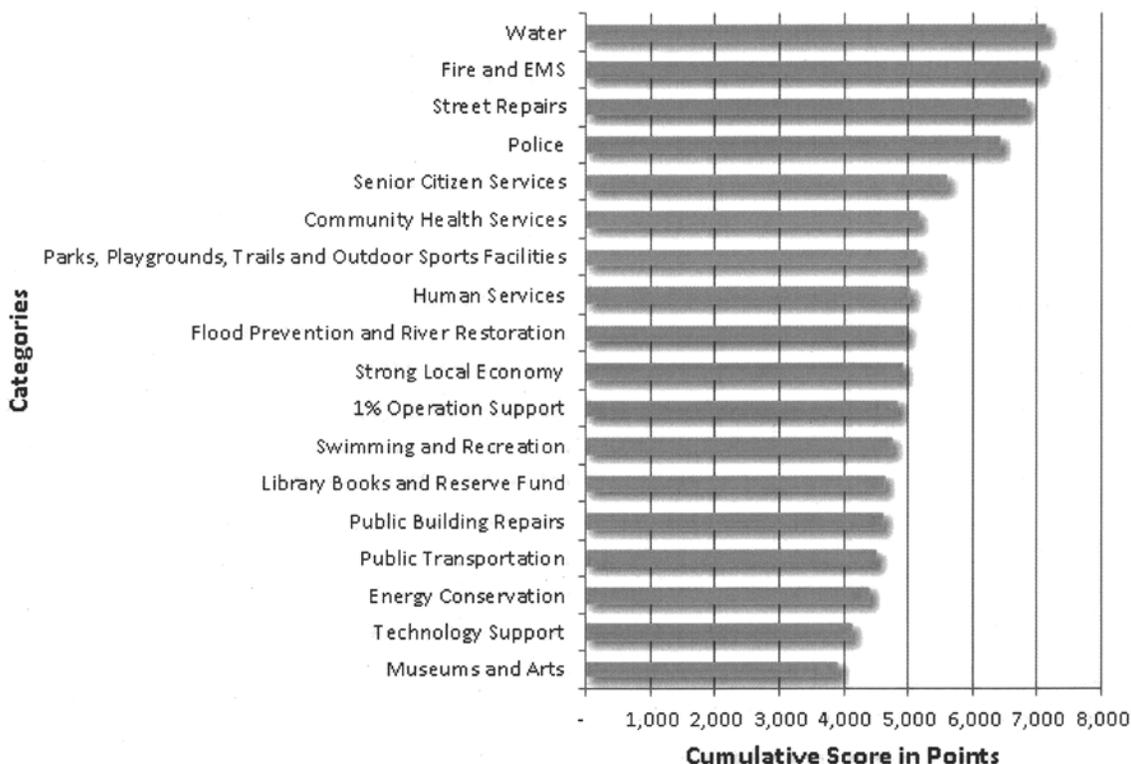
OTHER DOCUMENTATION

7. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)
8. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. Needs Data: Include any relevant data which supports the need for the project.
10. Preliminary Design Documents: Include design documents as applicable and available.



CITY OF CASPER PROJECT REQUIREMENTS and CRITERIA

- A. Applicant Status. Applicants must comply with Article 16, Section 6 of the Wyoming Constitution, and Section 15-1-111 of the Wyoming State Statutes (copy attached).
- B. Citizen Survey. The project must meet the priorities established in the One Cent Citizens' Survey.



- C. Operating Cost Escalation. The project must not increase the need for additional tax monies to pay for annual operating costs.
- D. Outside Funding. No Optional 1% #15 Sales Tax funding will be expended unless all outside funding is in place. Any material change in the availability of outside funding will require that the proposed project be reviewed by the City Council prior to the release or reallocation of funds. A project that does not receive Optional 1% #15 Sales Tax funding as a result of a delay in securing outside funding may be considered for funding in a future Optional Sales Tax cycle.
- E. Expenditure Delays. All monies not spent within the four-year time frame of the Optional 1% #15 Sales Tax, shall be reviewed by the City Council. These funds will either be reallocated for another purpose, or an extension may be given to the project.
- F. Project Cost Overruns. If the actual cost of a project exceeds the amount of the original estimates, then the project must be scaled back or additional funding provided from other non-City sources. Only the amount included in the approved allocation from the Optional 1% #15 Sales Tax will be available for the project.



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date 2-9-15

Total Amount of Optional 1% Sales Tax Funds Requested \$ 61,000

PROJECT DESCRIPTION

Project Name:

Food for Thought Food Sovereignty: Food Bags, Community Gardens, and Farmers Markets

Name and Address of Sponsoring Organization/Agency: _____

Wyoming Food for Thought Project
900 Saint John Street
Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Jamie Purcell, Executive Director, Wyoming Food for Thought Project
jpurcell@wyfftp.org, 307-337-1703

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Please See Attachment

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Wyoming Food for Thought Project is seeking funds to expand our operations. Funding from the City will be used to pay for more staff time – so that other donated resources may go toward our infrastructure.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

According to three different studies (Map the Meal Gap – Feeding America) (No Kid Hungry) (Kids Count Data from the Annie E. Casey Foundation), children in Wyoming face an uphill battle. More than 33,000 children in our state qualify for Free and Reduced Lunch. Over 26,000 are living with food insecurity. And our graduation rate is less than 78% over all and just 65% for students who are on Free and Reduced food programs.

We are not doing enough to bring up the next generation of children. Expecting children to be ready to learn on Monday morning after spending a weekend, or long break, out of school without adequate food access, is setting them up to fail.

Wyoming is guilty of the “pull yourself up by your boot strap” mentality. And the masses idea that parents need to be more responsible is simply a disservice to over 33,000 students.

Wyoming Food for Thought Project’s Food Bags, Community Gardens, and Farmers Markets are working on a grassroots level to put local control in the hands of those suffering from food insecurity.

While some assistance and programs were already in place by organization like food pantries and soup kitchens, hunger still persists. WYFFTP decided that a local approach to hunger, a grassroots endeavor where as many people in the community as possible, engaged, was the solution.

Thus; a formal partnership with the Natrona County School District was forged to provide as many food bags to children as possible. In Natrona County alone, over 3,000 students suffer from food insecurity – wondering if or when they will eat when they’re outside the safety net of school.

Currently, 410 students in the Natrona County School District, 15 children at the Boys & Girls Clubs of Central Wyoming, and 20 students at Head Start receive weekly Food for Thought Food Bags. This is over 100% growth from the amount we served just a year ago.

Each bag contains breakfast, lunch, and dinner items for each day a student is out of school (typically 2 days for a weekend). Bags are given out year-round. Food is chosen for each week’s menu based on weight, nutritional content, and ease of preparation.

Because we are committed to creating a local solution to hunger, we’re also focused on community gardens (currently we run two gardens – one at 900 Saint John in North Casper (The James Reeb Community Garden) and one at Dallason Park (Melrose and Burlington Streets). The gardens connect people directly to their food. When we give our neighbors the ability to grow their own food, we give them one more tool for climbing out of poverty. We also collaborate with Cent\$ible Nutrition and look to experts in food preservation to create a systemic solution to good food access. This means that not only are we teaching people to grow good food, but we’re teaching them what to do with it once they harvest it.

Our dedication to year-round community based farmers markets lies in our desire to create a local solution to hunger. We believe in the power of community, and in the strength of local people meeting their neighbors, and knowing where their food comes from. We’re certified to accept SNAP (food stamps) at both the Food for Thought Summer Market (formerly the Downtown Casper Community Farmers Market) and the Winter Market (taking place once each month at the Ag Learning and Resource Center, 2011 Fairgrounds Road).

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Wyoming Food for Thought Project’s funding is grassroots. We’re proud of the work we have accomplished based on small donations from individuals, corporations, and foundations. A list of our largest gifts is attached.

Our request to the City of Casper is to assist with operation costs to add staff. This addition in staff will allow us to build our capacity to serve more children, and will also allow us to build capacity to create sustainable funding streams from our programs. We're working to create products we can sell from our gardens, put in place workshops centered on sustainable living, and nutrition/cooking classes. In order to generate this sustainable income, assistance with a year of staff costs is requested.

If the City of Casper chooses not to support this incredibly important request, we will press on, and work harder, work longer hours, and find a way to succeed. It is our nature to find a way.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

Wyoming Food for Thought Project is seeking one-time funding for one year, to help fund two part-time staff. These two staff will help build the capacity of Wyoming Food for Thought Project by increasing the number of revenue generating programs to include more Farmers Market dates, workshops, and value-added products produced from our community gardens and kitchen in our existing program space. It is our intention to utilize this one-time funding as a catalyst to increase our capacity to generate more of our own revenue – ultimately funding an ever greater need for Food for Thought Weekend Food Bags.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Wyoming Food for Thought Project's request for staff funding fits within the priorities of the citizen survey under: Recreation (Community Gardens), Arts (Music at Summer Market), Human Services, Recreation (Summer Market and Community Gardens), Community Health Services (better food = better health) Parks, Playgrounds, Trails and Outdoor Sports Facilities (Community Gardens), Strong Local Economy (Summer and Winter Markets), and Energy Conservation (the more local your food is, the less energy it takes to create it).



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: Wyoming Food for Thought Project: Cultivating Community

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$61,000	\$	\$	\$
Grants:				
Private	\$55,700	\$	\$	\$
Federal	\$	\$	\$	\$
State	\$1,000	\$	\$	\$
*Donations (cash)	\$96,570	\$	\$	\$
*Donations (in-kind)	\$	\$	\$	\$
Project Income	\$	\$	\$	\$
**Loans	\$	\$	\$	\$
 TOTAL FUNDING AVAILABLE	 \$214,270	 \$	 \$	 \$

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

N/A

Engineering/Architectural Fees
(Design/Construction Administration)

\$ _____

• Contingency

\$ _____

Land Costs

\$ _____

Construction Costs (Labor and Materials)

\$ _____

• Contingency

\$ _____

Furnishings

\$ _____

Equipment Acquisition

\$ _____

TOTAL

\$ _____

Estimated Annual Operating/Maintenance Costs

\$ _____

Source of Funding for Operating Costs

• Please provide specific revenue source(s) to support this project

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

- (a) The governing body of any city or town may make appropriations from the city or town general fund for:
 - (i) Advertising the resources of the city or town;
 - (ii) Furthering its industrial development; or
 - (iii) Encouraging exhibits at fairs, expositions and conventions.
- (b) No appropriation may be for the express aid of any private citizen, firm or corporation.

Wyoming Food for Thought Project – City of Casper Optional 1% #15 Application

FUNDING AND EXPENDITURES

1. Detailed Budget

Wyoming Food for Thought Project 12 Month Operating Budget

Program Staff

Program Director	30,156	(\$10,000 requested from City)
Program Staff	25,000	(\$25,000 requested from City)
Executive Director	45,000	(\$10,000 requested from City)
Payroll Taxes	11,714	
	111,870	(\$45,000 requested from City)

Program Costs

Food Bags	75,000	(\$15,000 requested from City to purchase food from local businesses)
Community Gardens	5,000	(\$1,000 requested from City for compost and mulch)
Farmers Markets	5,200	
Outreach & Education	1,200	
	86,400	(\$16,000 requested from City)

Overhead

Operations	5,000	
Occupancy	6,000	
Insurance	4,000	
Fundraising	1,000	
	16,000	

Total Expenses	214,270	(\$61,000 requested from City)
-----------------------	----------------	--------------------------------

Wyoming Food for Thought Project – City of Casper Optional 1% #15 Application

2. Operation/Maintenance Cost Estimates:

Estimated cost to run Wyoming Food for Thought Project at current capacity of 440 children served/week, 2 Community Gardens, Summer and Winter Markets

**Wyoming Food for Thought Project
Operating Budget**

Program Staff

Program Director	30,156
Executive Director	45,000
Payroll Taxes	8,800
	83,956

Program Costs

Food Bags	75,000
Community Gardens	5,000
Farmers Markets	5,100
Outreach & Education	0
	85,100

Overhead

Operations	5,000
Occupancy	6,000
Insurance	4,000
Fundraising	1,000
	16,000

Total Expenses **185,056**

Wyoming Food for Thought Project – City of Casper Optional 1% #15 Application

3. Capital Investment Maintenance/Replacement Plan

Wyoming Food for Thought Project is not requesting funds for Capital Investment.

4. Cost Estimate Substantiation

N/A

5. Funding Timeline

Wyoming Food for Thought Project is currently growing based solely on grassroots support. The support from City of Casper would enable us to continue moving forward and leading the local effort of hunger solutions based on local food. The City's support would enable us to hire 2 part time staff who could then work on enhancing existing partnerships and forging new ones. These 2 staff could also implement more of the food sovereignty educational activities we're working toward including growing food, food preservation, and value-added products. As soon the City approved funding, WFFTP would move forward on recruiting two individuals whose values, work ethics, and common sense fit WFFTP's. Work experience will not be a necessary factor in hiring. As WFFTP's mission continues to grow, it makes sense to find people who thrive in an environment where new trails are blazed daily.

6. Project Debt Disclosure

WFFTP has no indebtedness and foresees no future indebtedness.

OTHER DOCUMENTATION

7. Non-Profit Status

Attached

8. Funding History

WFFTP has not previously received any optional sales tax funding.

9. Needs Data

Attached documentation includes: Annie E. Casey Foundation Kids Count Data for Wyoming, Map the Meal Gap, Wyoming Department of Education's Graduation Rates

10. Preliminary Design Documents

This request is for operation support.

Project Narrative

Food for Thought Food Sovereignty: Food Bags, Community Gardens, and Farmers Markets

Wyoming Food for Thought Project was born from an identified need to do more locally in regard to hunger, especially childhood hunger. Started in 2012 as a direct response to holes in the “hunger safety net”, Wyoming Food for Thought Project’s focus began, and remains, a local solution filling the holes left by historical ways of feeding the hungry: food banks, soup kitchens, etc.

Food banking was started in 1967. A brief history, taken from St. Mary’s Food Bank states:

“Founded in 1967, St. Mary’s is the world’s first food bank. The idea came to founder John van Hengel when he was volunteering at St. Vincent DePaul, serving dinner to those in need. When a mother stated that soup kitchens and grocery store dumpsters were the only way she could feed her children, the concept of a food bank was born, wherein individuals and companies with excess money and food could “deposit” it, and those in need could “withdraw” it. Van Hengel approached his local parish, St. Mary’s Basilica, with his vision and was given \$3,000 and an abandoned building. Van Hengel’s idea became a reality, and in gratitude, he named his organization “St. Mary’s.” Inspired by his accomplishments, cities nationwide began opening food banks to feed those in need. Soon, other countries were following his lead.”

Food Banks have been around since 1967! In that time, two generations have come through the doors of food banks, yet, rather than eradicating hunger, they continue to act as a band-aide. The time is now to do more.

Wyoming Food for Thought Project is not a food bank. A grassroots independent organization, WFFTP is working to create a local system of equitable food access for everyone through partnerships, & programs. This system includes looking at our local resources to solve hunger, and, if the resources are lacking, then working to create the resources locally to address childhood hunger and healthy food access for everyone.

Our community has a bad habit of believing there is only room for one organization to do the work we are doing. There is a long held belief that one size fits all – but it’s important to understand that food banks aren’t solving the problem of childhood hunger. First, food banks are open during school hours. Second, even if children could go to food pantries, they are too young to drive. Is it realistic to put the responsibility of groceries on the shoulders of children?

There is a long-held attitude that if a child is suffering the parents must mature – get a better job, pay more attention to their children, etc. But there are so many factors that lead to a child coming to school hungry. It makes more sense to focus on the future generation of children – to give them the tools they need to succeed in life – than to try to change an adult’s behavior. That’s why we’re investing directly in kids.

Wyoming Food for Thought Project began partnering with the Natrona County School District to distribute food bags directly to children in need in January of 2013. Each bag contains a breakfast, lunch,

and dinner item for each of the days a child is out of school – whether for just the weekend or a longer break. While striving to make the bags the healthiest possible, we are also faced with the reality that children who are in need of our help may be homeless, or live in a home without a proper kitchen, or live in a hotel room, or have to ride the bus across town to get home, or walk a long distance. Therefore, the bags currently contain a large amount shelf-stable food (canned food) that won't go bad if left out of the refrigerator. The bags also hold at least one from-scratch baked good, donated from a local bakery (the Flour Bin, or Great Harvest Bakery), and as often as we can, fresh produce.

WFFTP began as a commitment to give children in need direct and local access to food but has grown into an organization dedicated to food sovereignty for the entire community: the idea that our community has a right to good and healthy and culturally appropriate food, grown as locally as possible.

In December of 2013 WFFTP took over management of the Downtown Casper Community Farmers Market (now known as the Food for Thought Summer Market). WFFTP made this bold move in an effort to connect to more local growers and producers. What we discovered, was that there is much demand for locally produced food, but little supply. The continued effort with the summer market, and now the winter market as well, has created the opportunity for more local artisans, farmers, growers, and producers to sell directly to consumers without the need for a storefront.

The first Food for Thought Community Garden was planted in the summer of 2013. It was located in a concrete planter on the south side of the old Hillcrest Water Building, at 315 N. Wolcott Street. Volunteers cleaned the bed, removing years of gravel, bird feces, sage brush, and muck. The garden was planted with donated tomato, pepper, tomatillo, and broccoli plants. A drip water system was donated and the garden thrived. As food became ripe, a sign reading "This food is free – take some!" was added, and food was gleaned by passer-bys. It was a glorious site to see a planter in downtown Casper used for the good of the community.

The community gardens expanded in the summer of 2014 to three locations. The first location was planted again, and thrived as much as it had in the first year. A second Food is Free garden was planted at Dallason Park (on the corner of Melrose and Burlington Streets). Volunteers cleared out an old gravel play area and replaced the gravel with up-cycled wood and tire planters. A drip system was added and donated plants of tomatoes, broccoli, zucchini, peppers, and potatoes were planted. The two Food is Free gardens flourished all summer, and fed many mouths.

The third garden added to the Food for Thought Community Garden roster was the James Reeb Community Garden at 900 Saint John Street. Started in 2012 by Rotoract and the Winter Memorial Presbyterian Church congregation, the garden has 33, 4'x8' beds. Each bed is rented for \$10 and that rental includes all the water, and access to tools, as well the satisfaction of participating in a community garden. Wyoming Food for Thought Project had the honor of taking over management of the garden in the summer of 2014. Since that time, WFFTP has added two wheelbarrows, removed white rock paths and added mulch to the pathways to increase walkability and water retention. This summer we plan to expand the number of beds. North Casper Elementary School began an after-school landscape architecture club. Their goal is to create a long-term plan for the area of the land at 900 Saint John Street. This plan will act as a blue print for the community garden expansion, and give the children participating a permanent place to take ownership in. North Casper Elementary is slated to close in the

coming year and the school population will be moved to the currently being constructed Lincoln Elementary School.

The Community Gardens and Farmers Markets are ways WFFTP is making systemic change. While there are other organizations in our community working toward a better local food economy, WFFTP's approach circles back to our original intent of providing the best, most local food to hungry children.

As we continue to mobilize our community around local food and eradicating childhood hunger, we do so with the hope that someday we can put ourselves out of business.

For now, we work with many partners to expand our reach into the lives of children, add to our food availability through community gardens, and encourage more local food development through our farmers markets.

We must act today to create a stronger local food system. Wyoming Food for Thought Project is proud to be leading the community in that effort.

The City's support of \$61,000 will enable us to grow our programs and capabilities of providing more local food to children and the community as a whole population.

The ability to hire 2 part time staff will allow us to grow the engagement in our community gardens, offer workshops, and expand the number of vendors at the farmer markets. These two staff will work to engage more community partners, build capacity of the organization through an even greater network of grassroots funding, source more local food, hold more food drives to allow us to serve more children, and create an even greater culture of food sovereignty.

We do not foresee a continued need to apply to the city for more funding if approved. The two additional staff will allow us to grow in a sustainable way.

Thank you for considering our application. We appreciate your support.

KIDS COUNT data center

A PROJECT OF THE ANNIE E. CASEY FOUNDATION

STUDENTS ELIGIBLE FOR FREE OR REDUCED LUNCH PROGRAMS BY COUNTY

change indicator

Students Eligible For Free Or Reduced Lunch Programs By County

Year(s): 5 selected | Poverty Level: All | Data Type: All

Data Provided by: Wyoming Children's Action Alliance

Location	Poverty Level	Data Type	2007	2008	2009	2010	2011
Natrona	Eligible for Free or Reduced Lunch	Number	3,729	3,481	3,993	4,259	4,904
		Percent	32%	30%	34%	36%	41%
	Eligible for Free Lunch	Number	2,575	2,412	2,965	3,224	3,666
		Percent	22%	21%	25%	27%	30%
	Eligible for Reduced Price Lunch	Number	1,154	1,069	1,028	1,035	1,238
		Percent	10%	9%	9%	9%	10%

DEFINITIONS & SOURCES

COLLAPSE

Definitions: Percentage of K-12 students eligible for free or reduced school lunch programs aggregated by County and State level in three categories: 1) Free and reduced lunch eligible students combined. 2) Free lunch eligible students, 3) Reduced lunch eligible students.

Children in families earning 130% FPL or less are eligible for free lunch.

Children in families earning 131% FPL up to 185% FPL are eligible for reduced price lunch.

Data Source: Wyoming Department of Education Data Management and Education Statistics, Statistical Report Series 2 (online).



THE ANNIE E. CASEY FOUNDATION

©2015 The Annie E. Casey Foundation.

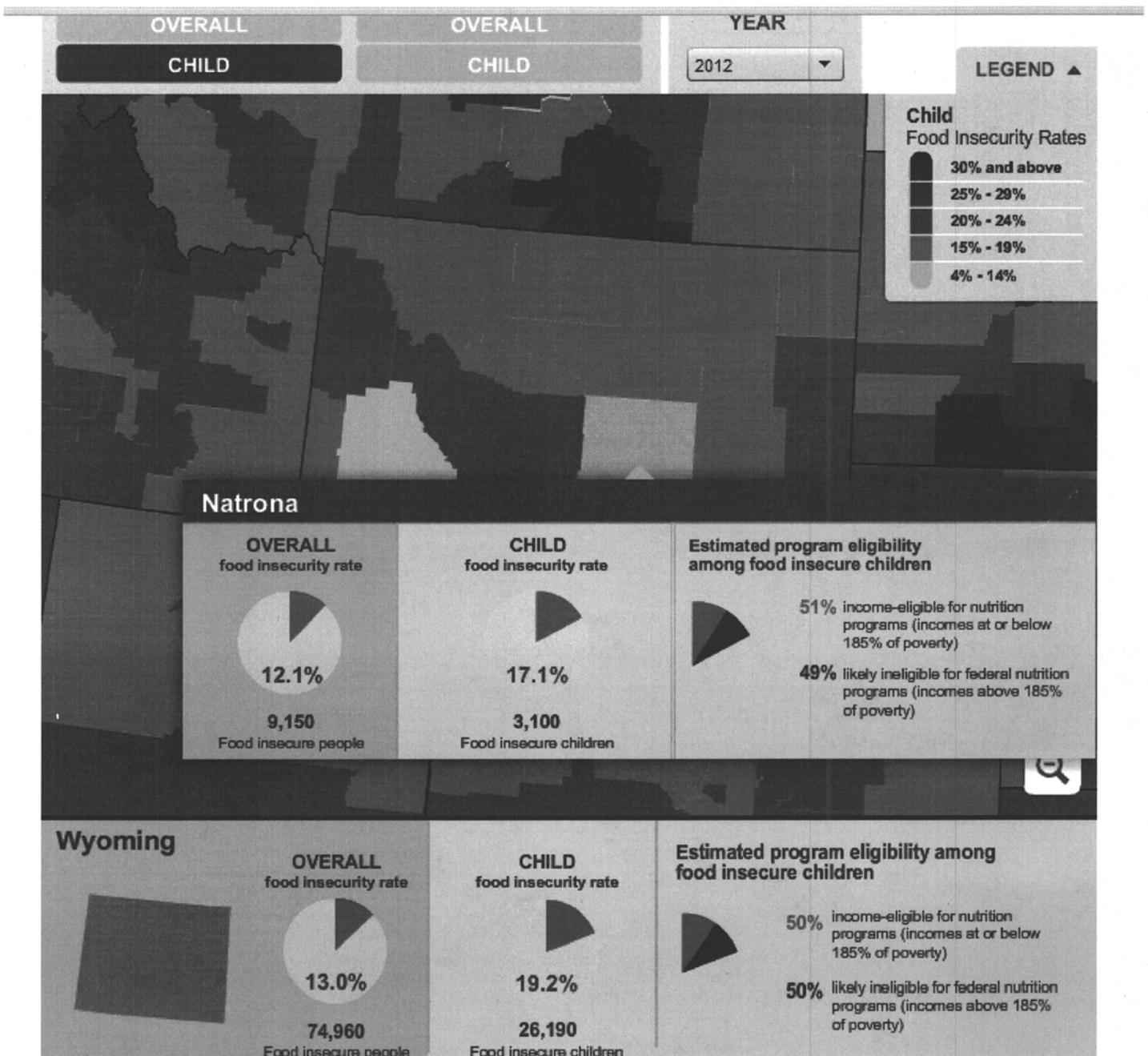
Map the Meal Gap

The maps below reflect 2009 - 2012 data, and will be updated every year with new data. Select a year and your state in our interactive map below and start learning more about the residents struggling with hunger in your community and the food banks that serve them.



What does hunger look like in your community?

Select below to learn more about food insecurity in the U.S. Also check out our [Overall](#) and [Child](#) reports, see [congressional district data](#) or [learn](#) about the data.



Choose Which Cohort Year To Display:

1 of 1 Find | Next



**Wyoming State Graduation Rates
Federal Graduation Rates for the 2012-13 Cohort**

[Click Here To View Report Definitions For This Report](#)

Reporting Category	Grad Rate Type	Graduation Year	Expected Cohort Graduates #	Cohort Graduates #	Graduation Rate %
All Students	4 year (on-time)	2012-13	6,833	5,300	77.56%
Gender - Female	4 year (on-time)	2012-13	3,319	2,684	80.87%
Gender - Male	4 year (on-time)	2012-13	3,514	2,616	74.45%
Race/Ethnicity - American Indian	4 year (on-time)	2012-13	198	83	41.92%
Race/Ethnicity - Asian	4 year (on-time)	2012-13	59	52	88.14%
Race/Ethnicity - Black	4 year (on-time)	2012-13	79	52	65.82%
Race/Ethnicity - Hispanic	4 year (on-time)	2012-13	737	526	71.37%
Race/Ethnicity - Pacific Islander	4 year (on-time)	2012-13	13	11	84.62%
Race/Ethnicity - Two or More Races	4 year (on-time)	2012-13	82	63	76.83%
Race/Ethnicity - White	4 year (on-time)	2012-13	5,665	4,513	79.66%
ELL	4 year (on-time)	2012-13	120	82	68.33%
Homeless	4 year (on-time)	2012-13	173	98	56.65%
IEP	4 year (on-time)	2012-13	940	554	58.94%
Lunch Eligible	4 year (on-time)	2012-13	2,727	1,759	64.50%
Migrant	4 year (on-time)	2012-13	15	11	73.33%

Contact Information:
Vince Meyer
307-777-6232
vince.meyer@wyo.gov



Login Here...
Don't have an account...Register?

Fusion Security Badge
Copyright © 2015 Wyoming
Department of Education

Select Fusion Navigation

Food for thought



Steve and Mary Lovelace are two retired teachers spending time in gardens of Casper. Even though they have 64 4x8 foot raised bed gardens at their home in Mills, the pair volunteer at the public Community Gardens at 900 Saint John . "We're just looking for ways to give back to the community. It gets us out. And it is not healthy to just sit around," they said Sept 21 as they were trenching hard-packed ground and installing irrigation systems to all the raised beds in the community garden. For information about the community garden, call Wyoming Food for Thought Project at 377-1703.

September 25, 2014 3:32 pm • Photo by Dale Bohren

(0) Comments

Tags Jamie Purcell, Community Garden, Community Gardening, Raised Bed Gardening, Steve Lovelace, Mary Lovelace, Garden, Wyoming Food For Thought Project

More News Stories



Innovative trails coming to

Two vehicle crash south of



[X]

canvas

Girl Scouts complete girl-inspired mural in Casper



Courtesy photo

[x]

Girl Scouts of Montana and Wyoming have completed a mural in the North Casper community.

The mural was inspired by girls in Discover, Connect and Take-Action (DCTA) troops in North Casper. DCTA troops are an initiative of the Girl Scouts of Montana and Wyoming to reach out to low-income and underserved girls in the community to engage them in an afterschool capacity, providing all girls with the Girl Scout Leadership Experience and the opportunity to become future leaders.

The project was a collaborative effort between community organizations and individuals. Alexis Brooks, an art student at Casper College, spearheaded the design after visiting with DCTA troops at the Boys and Girls Club, North Casper Elementary School and Seton House, incorporating drawings and ideas from the girls of what they wanted to see painted that embodied being a Girl Scout in Wyoming. The City of Casper assisted in identifying a mural location at St. John's Memorial Church. Wyoming Food for Thought approved the design on their garden storage facility and has been immensely supportive throughout the painting process. Sherwin Williams and ACE Hardware donated all primer, paint, rollers and brushes.

On Aug. 30, GSMW hosted a paint day in which girls from the DCTA troops as well as older Girl Scouts from the Casper area were invited to come and help paint the mural for the morning.

This project was coordinated by AmeriCorps VISTA Meg Fullam. The AmeriCorps VISTA project is carried out through the Montana Campus Compact in which a member is placed in full-time service positions to address education-related issues through the resources of higher education institutions. This project aimed to involve Casper College students, as well as unite other community organizations in an effort of collaboration, beautification and girl empowerment.

Copyright 2015 CasperJournal.com. All rights reserved. This material may not be published, broadcast, rewritten or redistributed.

Tags Girl Scouts Of Montana And Wyoming, Mural, Discover, Connect And Take-action, Alexis Brooks, Casper College, Boys And Girls Club, North Casper Elementary School, Seton House, Wyoming Food For Thought Project, Americorps Vista, Meg Fullam

More Arts In Casper Stories

Bone Thugs-n-Harmony coming live to the Casper Events Center

Workshops at West Wind Gallery



Wyoming Symphony Orchestra announces Young Artist Competition winners

Zentangle Landscapes workshop

Recommendations

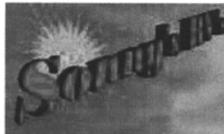
100 Women Taken Advantage of While 'Sleeping' (Stiring Daily)

Sponsored Links

Get Your Cloud
Together

Our Experts Will Build You a Truly Integrated Cloud to Host Your App.





TRUCK ACCESSORIES BLOWOUT!
CLICK HERE TO SEE MORE INVENTORY!
237-5000 | 877-893-4798 | 5000 E. Yellowstone | 8-5. Mon-Sat

FOOD

New home, new hope for Food for Thought

Garden accompanies building for nonprofit



JUNE 29, 2014 5:00 PM • BY SALLY ANN SHURMUR STAR-TRIBUNE STAFF WRITER

When a person convinces others that they can make a difference, it's easy for good things to follow.

Jamie Purcell, executive director of Wyoming Food for Thought Project, and the Rev. Lynn Williamson, of Shepherd of the Hills Presbyterian Church, had a conversation last summer.

And just a year later, the nonprofit, whose mission is to end food insecurity in children in Casper, has moved its program into the empty Winter Memorial Presbyterian Church building at 900 N. St. John St.

The building comes with gardens, which were begun by the service group Rotaract and the church community a couple of years ago.

Now, 31 people, most from the neighborhood, rent garden plots for \$10 and plant, weed, water and care for the food they are growing. The harvest from their plots will be theirs to feed their families.

"Because we are renting the church space from the Presbytery of Wyoming, technically we are managing this garden for them," Purcell said.

Two other "food is free" gardens, at Melrose and Burlington streets and at 315 N. Wolcott St. downtown, have been planted by Purcell, program coordinator Cassandra Bush and volunteers.

"As things come ripe in those two gardens, anybody can come and pick it," Purcell said.

The expansive church building provides an enormous room on the lower level for weekly packing sessions for the Food for Thought food bags, which go to 200 children in the community.

Throughout the summer, distribution sites are Boys & Girls Clubs locations, the YMCA and the Casper Recreation Center. During the school year, bags are delivered to schools on Fridays.

Other caring volunteers make home deliveries to children who don't participate in a summer program but have been identified as being food insecure in the summer.

A large pantry is being organized by volunteers to hold the food donations that are used to pack the food bags. Child-friendly food that can be easily prepared is always appreciated.

In addition to peanut butter, items to donate might include macaroni and cheese, fruit cups, oatmeal, nuts and beef jerky.

A large kitchen will eventually be the site of canning and food preservation workshops. Purcell envisions community dinners in the space.

"We think it can become a gathering place for the neighborhood," she said, "not in any way duplicating what anyone else does."

Program coordinator Cassandra Bush is from Hulett, where her mother works with a food distribution program. When she came to Casper for college, she volunteered for Purcell for eight months. She has been the other paid employee for six months.

Food for Thought manages to do a ton of good with two paid employees and a "good core" of about 40 volunteers.

On a recent weekday morning, missionaries from the Church of Jesus Christ of Latter-day Saints arrived for their weekly assignments, trading their customary white shirts and ties for T-shirts and jeans.

Emptying trash and continuing to organize the pantry were their first chores.

The Downtown Farmers Markets, under the auspices of Food for Thought, begin July 15 and run from 5 to 7:30 p.m. every Tuesday through Sept. 16 on the grounds of the Nicolaysen Art Museum and the Rails to Trails Park.

Purcell said the market will take electronic benefit transfer cards, or EBTs, this year so families on state assistance will be able to purchase locally grown produce.

And downtown market patrons will be asked in a more consistent way this year to bring food donations for the weekly food bags with them when they arrive.

Food for Thought has received a grant from Ball, the canning jar company, and will offer canning workshops at all downtown markets.

Purcell signed the building lease on June 1. In just three weeks, the program has taken root in north Casper.

It's a long way from where it was in October 2012. Then, Kim Summerall-Wright and Purcell were both employed by the Denver-based Wyoming Food Bank of the Rockies.

A month later, Summerall-Wright had been fired as executive director, and Purcell quit as director of development. Both knew that there were huge gaps in hunger distribution in Casper.

"You have to have faith in potatoes," Purcell said, as her two children played nearby and she and Bush were eager to finish replacing the flooring in their office. "With potatoes, you don't get to see anything until you harvest them. We are trying to do this as a community. People have been tremendously receptive. They want to help; they just need to be told what needs to be done."

Currently, Wyoming Food for Thought could use someone to mow the lawn on the grounds, since both Purcell and Bush are allergic to grass. And the adjacent garden needs plenty of attention. White rock needs to be moved, the beds need to be raised and a drip watering system needs to be installed.

Five board members advise Purcell and Bush as they power through making a difference in the community.

Summerall-Wright, director of the Casper Housing Authority, is the chairman. Other board members are Audrey Cotheman, a career educator; Joe Dedic, of the Casper Housing Authority; Lori Burns, of the Natrona County School District; and Angel Phillips, of Reliant Federal Credit Union.

Purcell and Bush try to maintain office hours from 10 a.m. to 4 p.m. Tuesday through Thursday. They can be reached at 337-1703.

Purcell: Graduation tied to food insecurity

MAY 25, 2014 2:45 PM

Editor:

Wyoming's graduation rate is directly correlated to the number of children who suffer from food insecurity. Approx 135,000 children live in Wyoming and more than 26,000 of them are living in a situation where they may not know where their next meal is coming from.

While it is easy to point fingers and blame parents, the truth is that as a community we are failing our children. Kids should not have to worry about where they are going to sleep, where their next meal is coming from, or whether the person they are supposed to trust most will abuse them.

For years the question has been "what do we do?" as new programs are implemented, new buildings constructed, new technology utilized. However the graduation rate has not been changing.

The solution is evident. Stop blaming and take action: Work with the community and organizations to ensure food is given to all children, even when they are out of school (like the Food for Thought Weekend Food Bag Program); give families struggling to make ends meet a chance to get on their feet by supporting programs like WIC, SNAP, and public housing; understand that even though you think parents should step up and take care of their children - they aren't. That's where the community must come in and support local programs run by people who live and work right here. It takes all of us working together to make sure kids have food, feel safe, and can learn. There's no use funding all these amazing education programs if children can't utilize them because their stomachs are empty.



Food for Thought Food Bags
440 distributed every week
Volunteers making it happen!





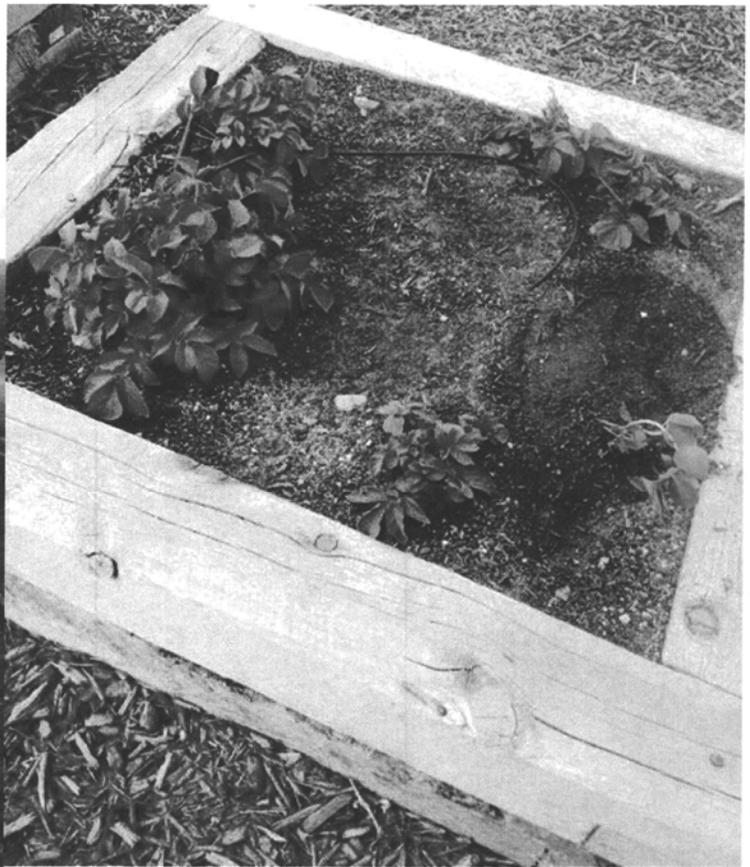
First Food for Thought Community Garden
At 315 N. Wolcott Street

ACT
WITHOUT
EXPECTATION.

LAO Tzu



Food for Thought
Community Garden
At James Reeb Park
900 Saint John Street



Food for Thought Community Garden
At Dallason Park





Food for Thought
Summer Farmer's
Market
Tuesday Evenings
On the grounds of
The NIC



NATRONA

COUNTY SCHOOLS

COMMUNITY PARTNERSHIPS

970 N. GLENN RD. * CASPER, WY 82601 * FAX: (307) 253-5330

WWW.NATRONASCHOOLS.ORG

February 9, 2015

Casper City Council
200 N. David St.
Casper, WY 82601

Members of the Casper City Council:

This letter is in support of Wyoming Food for Thought Project's application to the City of Casper for One Cent Funds. Wyoming Food for Thought Project has been working with the Natrona County School District (NCSD) to combat childhood hunger since January 2013. According to information from NoKidHungry.org, 1 out of 5 children in our country suffer from hunger. Additionally, numerous studies have found that children who suffer from hunger are less likely to succeed in school, have more behavioral and health problems, and are at a higher likelihood of obesity and diabetes and are less likely to graduate high school and eventually earn a college degree. This can lead to a never-ending cycle of hunger for families.

Wyoming Food for Thought Project is changing this for our community. Their efforts to give the best, most nutritionally and appropriate food to children who suffer from hunger means that for an ever growing number of children Monday mornings are more about learning than wondering when lunch will come. Wyoming Food for Thought Project provides NCSD with weekend food bags for over 400 students in our community every week. They have stepped up to cover every student as school personnel continues to identify and work to enroll families in Wyoming Food for Thought Project's programs.

When we invest in the whole child, by giving them tools for success inside and outside the classroom, we are investing in the future of our city and our state. Thank you for considering Wyoming Food for Thought Project's proposal.

Sincerely,



Lori Burns
Discover Program Facilitator
Weekend Food Bag Program Liaison

Kelly Eastes
Chief Public Relations Officer
(307) 253-5370

Tanya Southerland
Communications Specialist
(307) 253-5380

Allen Bruggman
Communications Specialist
(307) 253-5382

Lori Burns
Discover Program Facilitator
(307) 253-5394

Michelle Wallace-Frank
Superintendent's Office
(307) 253-5222

Mike Rodell
MultiMedia Services Manager
(307) 253-5263

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAY 31 2013**

WYOMING FOOD FOR THOUGHT PROJECT
PO BOX 4004
CASPER, WY 82604-0004

Employer Identification Number:
46-1291957
DLN:
17053088319003
Contact Person: CHRIS BROWN ID# 31503
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
November 2, 2012
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

WYOMING FOOD FOR THOUGHT PROJECT

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in black ink that reads "Holly O. Paz". The signature is written in a cursive style with a large, looped "H" and "P".

Holly O. Paz
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date **02/06/2015**

Total Amount of Optional 1% Sales Tax Funds Requested **\$ 104,998**

PROJECT DESCRIPTION

Project Name: **National Historic Trails Center Foundation Exhibit Revisions and Upgrades**

Name and Address of Sponsoring Organization/Agency:

**National Historic Trails Center Foundation
PO Box 397, 1501 North Poplar Street
Casper, WY 82602**

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

**Aubrey Valdez, Executive Director
National Historic Trails Center Foundation, Incorporated
Post Office Box 397
Casper, WY 82602
Aubrey@nhtcf.org
Office: 307-265-8030
Cell: 307-797-2568**

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The National Historic Trails Interpretive Center is a public/private partnership of the Bureau of Land Management (BLM) and the National Historic Trails Center Foundation (NHTCF). The BLM owns, operates and staffs the Trails Center; the Foundation, a 501.c-3 nonprofit corporation, owns over four million dollars' worth of exhibits at the Trails Center which the Foundation is responsible for maintaining and updating. All monies coming into the Foundation are through donations, fund raising and interest through our endowment.

The Trails Center's original permanent exhibits are now eleven years old; their aging is affecting their usefulness and accessibility for all visitors. The Foundation has engaged Boston Productions, Incorporated (BPI - the company that designed our audiovisual exhibits 13 years ago) to design improvements for three exhibit areas that are in need of upgrading to correct mechanical and technological deficiencies.

The first area is our award-winning feature film "Footsteps to the West" (Attachment A), which serves as an orientation to the colorful story of the great Westward migrations. Special effects within the presentation are limited and have become less dynamic over time as components have worn out, while new technologies have become available to enhance the memorable experience that this presentation can be. We want visitors to sense the excitement of Westward migration, feel the ominous rolling thunder of a July lightning storm, know what the Wyoming wind is like, see the ripples of North Platte River water as it laps at your feet in our theater, and experience the overall feeling of being on the trail in the mid-Nineteenth century. All these sensations can be introduced into the orientation film experience through new electronic and mechanical component upgrades. This proposal would fund acquisition and installation of components to achieve that goal.

The second area is in our "Growth of a Nation" exhibit gallery, where we plan to replace the current mechanical sliding Territorial Claims Map with interactive touchscreen technology: the "Growth of a Nation Map" (Attachment B). Our current map is not fully accessible to all visitors and has limited effectiveness at providing understanding of the Westward territorial growth of the United States. We propose to enhance this map by using electronic display technology to explain key events, answer questions posed by visitors, and interpret historic scenarios and international players in the territorial days of North America. This improvement will help our school groups and all visitors experience a clearer understanding of Westward expansion. This proposal would fund acquisition and installation of hardware components and software to achieve that goal.

The third area is the Martin Handcart Story Room experience (please see Attachment C). Funding has been secured from the Deseret Trust Company and Rocky Mountain Conservancy (Attachment D & E) and this portion of the upgrades has been started. The current film depicting the Martin Handcart Story is nine and one-half (9.5) minutes' duration; we are shortening this presentation to approximately six minutes while adding special effects, and enhancing its accessibility for all visitors by incorporating optional (visitor-selectable) script captioning for hearing-impaired visitors.

As the exhibit improvements described above are completed we will host an open house for the Casper community to be the first visitors to experience these much-needed upgrades.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Through Public Law 105-290 (October, 1998) the Bureau of Land Management and the National Historic Trails Center Foundation are designated by Congress as partners in the operation and maintenance of the Trails Center building and its exhibits. The Foundation maintains and upgrades the exhibits contained within the Trails Center, while the Bureau of Land Management owns and operates the facility for the visiting public.

BLM staff performs daily inspection and minor repairs of all exhibits housed at the Trails Center. Complex repairs and upgrades are achieved through scoping discussions, budget planning, and contracting with third-party museum exhibit specialists.

(Please see the attached current Memorandum of Understanding between the National Historic Trails Center Foundation, Incorporated and the U.S. Bureau of Land Management).

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

Over 20,000 people visit the National Historic Trails Interpretive Center annually! The Bureau of Land Management maintains continuous, accurate visitation statistics and demographics of visitor states and countries of origin; all such data is available for examination at the Trails Center Information Desk.

Our target visitor population is literally all residents of Natrona County, the State of Wyoming, all states of the United States, and all foreign nations. The 2014 population that was most commonly served at the Trails Center was school children. We hosted and conducted tours for 4,049 school group children from School Districts around the state including: Sheridan, Gillette, Big Horn, Buffalo, Wheatland, Torrington, Douglas, Evansville, Glenrock, Shoshoni, Upton, Mountain View, Riverton, Ten Sleep, Ethete, Saratoga, Cheyenne, Laramie, Rawlins, Thermopolis, Lander, Kaycee, Ranchester, Fort Washakie and Story.

We also typically host tours annually for children from the Casper Boys and Girls Club, The Art Core Children's Choir, Learning Junction, and Quality Childcare. Natrona County School District classes that visit the Trails Center are from Fort Caspar Academy, Manor Heights, Mills, Poison Spider, Oregon Trail, Cottonwood, Mountain View, North Casper, Paradise Valley, Southridge, Alcova, Bar Nunn, Woods Learning Center, Kelly Walsh, Willard, Verda James, Park, Dean Morgan, University Park, Summit, and Pineview.

We welcome various tour groups to the Trails Center including day camps, summer school field trips, NOWCAP, church groups, family reunions, and commercial and professional organization tours. Our Saturday History Club has over 30 members ages 6 through 12 who visit us monthly.

We are an active member in the Casper Museum Consortium and its children's adventure camps and adventure passport programs. Many community group meetings and trainings are held at the Trails Center in our Multi-Purpose Room, including Natrona County School District trainings, the Wyoming State Historical Society quarterly meetings, and others.

We reach thousands of visitors annually through special events like Holiday on the Homestead, History Hunts, Wyoming Heritage Days, Summer Lecture Series and Patio Talks, Pony Express Re-Ride Events, Winter Series Programs, the Casper College-Osher Lifelong Learning Institute program, and many more events - all of which are widely publicized in local and statewide media and on the Trails Center Foundation's web site and the BLM Trails Center web site.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Financial support for the proposal contained in this application has been forthcoming from the Deseret Trust Company (\$41,000.00) and Rocky Mountain Conservancy (\$5936.00). Funds were also secured during fund raising events (\$9,000) that will assist with travel expenses for the installation.

If Optional 1% Sales Tax funds are not forthcoming, yes, this project will continue, but it could take twice as long to accomplish and that delay would likely result in additional equipment failures and certain visitor disappointment along the way. We would try to find other funding sources, but since the City of Casper has already invested in the Trails Center with past Optional 1% funding, the Trails Center and all that it represents for Casper is clearly an interest worth continuing, with sustained annual benefits to the quality of life and economic development here in Casper.

Past contributors and special exhibit fund sources include: The McMurry Foundation; The Zimmerman Family Foundation; First Interstate Bank; Wells Fargo Bank; Jonah Bank; Hilltop National Bank; Casper Star Tribune; KCWY News 13; City of Casper; Rocky Mountain Power; Williams Porter Day & Neville; Greiner Motors; Foss Motors; Energy Transportation; Pepsi; Lynne and Dick Cheney, and numerous individuals who donate to the Foundation in any given year.

The National Historic Trails Center Building Project received 1.5 million dollars from the #10 One Cent allocation, as well as \$60,000 for technology improvement from the #14 One Cent allocation.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

No, this project should be completed in one phase and will not require additional funding from future One Cent funding.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Yes, the project is directly relevant to three of the Citizen Survey categories:

1. PARKS, PLAYGROUNDS, TRAILS & OUTDOOR SPORTS FACILITIES - We add to the quality of life in Casper and Natrona County by bringing four National Historic Trails to life for our community and visitors. We represent and interpret the first trails that lead to and through Casper, and partner with the Wyoming Parks and Cultural Resources Department and the Wyoming Department of Transportation in the interpretation of new transportation developments in the Casper area. We actively contribute to the information provided to visitors along the Platte River Parkway in the form of permanent trailside exhibits and brochures.

2. STRONG LOCAL ECONOMY - With many tour buses, family and school class reunions, and group and individual travelers coming to visit the Trails Center, our goal is to get people through our doors and provide information and encouragement to them to stay an extra day to visit local and regional historic sites including river crossings, emigrant trails, and Fort Caspar. As a result, we route dollars back into our local economy by interfacing with 20,000 annual visitors and encouraging overnight stays, meals, shopping and more.

3. MUSEUMS and ARTS - As a member institution of the Casper Museum Consortium, the National Historic Trails Interpretive Center represents our regional history for all Wyoming citizens and traveling visitors alike. Every year we welcome visitors from all fifty states and dozens of foreign nations to the Trails Center. We offer a variety of educational opportunities for children and adults, conduct tours for 3,000 school children annually, present special events for family entertainment, and partner with the Wyoming Arts Council and other local museums to highlight the heritage of Casper and Wyoming in memorable ways.



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: **National Historic Trails Center Foundation Exhibit Revisions and Upgrades**

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$ 104,998	\$	\$	\$
Grants:				
Private	\$ 46,936	\$	\$	\$
Federal	\$	\$	\$	\$
State	\$	\$	\$	\$
*Donations (cash)	\$ 9,000	\$	\$	\$
*Donations (in-kind)	\$	\$	\$	\$
Project Income	\$	\$	\$	\$
**Loans	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL FUNDING AVAILABLE	\$ 160,934	\$ _	\$ _	\$ _

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Engineering/Architectural Fees
(Design/Construction Administration) \$ _____

• Contingency \$ _____

Land Costs \$ _____

Construction Costs (Labor and Materials) \$ _____

• Contingency \$ _____

Furnishings \$ _____

Equipment Acquisition \$ _____

TOTAL \$ _____

Estimated Annual Operating/Maintenance Costs \$ _____

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

The National Historic Trails Center Foundation's 20-plus year partnership with the Bureau of Land Management is a unique and exciting arrangement. The BLM (funded by annual Congressional appropriations and in part by entrance fee revenue collected at the Trails Center) owns, staffs, and operates the National Historic Trails Interpretive Center and directly welcomes and engages the visiting public, while the Foundation is responsible for exhibit upgrades and maintenance and the fundraising necessary to accomplish that fundamental, continuous responsibility. Per the vision of our Wyoming Congressional delegation in 1998, neither entity could operate and maintain the Trails Center entirely on its own – the partnership is a resounding success as a public-private endeavor.

The Foundation has a one million dollar endowment that provides 5% or \$50,000 for the Foundation operating budget. The Foundation Executive Director and Board of Directors continue every year adding to our endowment to ensure sustainability of long-range operating funding, and continually seek new ways to generate funds for special exhibit component upgrades and meaningful exhibit enhancements. This year we are initiating a new annual fundraising campaign and our Executive Director will be writing more diverse grants.

Attachments

- Attachment A: Feel the Trails - Footsteps Revisions
- Attachment B: Touchscreen Interactive: Growth of a Nation Map
- Attachment C: Cold Room Reimaging
- Attachment D: Letter of Funding for Cold Room Reimaging
- Attachment E: Funding Request/Break Down for Cold Room Reimaging
- Attachment F: 501 c3 Document
- Attachment G: 2015 Budget
- Attachment H: MOU Between BLM and Foundation
- Attachment I: Letter of Support

National Historic Trails Interpretive Center Proposal 020515

FOOTSTEPS - SPECIAL EFFECTS ENHANCEMENTS

“FEEL THE TRAIL”

This exciting upgrade to the Footsteps presentation would include new -

- WIND EFFECTS - that would hit the audience with the force of a Wyoming windstorm
- NEW STORM LIGHTNING EFFECTS – new larger strobe lights to create greater drama during the storm sequence
- NEW WATER LIGHTING EFFECTS – enhancing the Platte River sequences
- NEW SOUND MIX WITH NEW SUB WOOFER SOUNDS – Remix the existing show with an updated sound track, new sound effects and more low-end stomach rumbling sound effects
- NEW FINAL TRAIN LIGHTING EFFECT – As the train passes by a larger and more vivid train lighting sequence.

SCOPE OF PROJECT – Includes new lighting and sound equipment, show programming, sound mixing and testing.

NAMING RIGHTS FOR
THE NEW FOOTSTEPS THEATER EFFECTS
AND SOUND REINFORCEMENTS \$33,000

TOTAL ESTIMATED PROJECTED INVESTMENT \$56,000

National Historic Trails Interpretive Center Proposal 020515

NATIONAL HISTORIC TRAILS INTERPRETIVE MAP

The migration routes used by nearly half a million people in the 19th century are the focus of this new interactive map experience that allows visitors to explore the trails and learn about places along the route as well as the people who journeyed west in a more dynamic way than the existing exhibit it would replace.

FUNCTIONALITY

On a touch-screen interface, the visitor selects a trail listed within the main menu. The migration path of the selected trail animates across the map interface. The visitor touches hot-spots along the trail route to access interpretive information and photographs relating to the specific stopping locations such as Fort Laramie, Independence Rock and South Pass.

NARRATIVE OVERVIEW

This touch-screen interactive features a map interface, with which visitors explore the routes of the overland trails. Visitors are drawn to a touch-screen interactive through an attract loop that features images and perhaps footage of overland trail sites. On-screen text challenges visitors to explore the migration routes of 19th century travelers. By touching the screen, the visitor breaks out of the attract loop and triggers a map interface, with a selectable menu featuring five different trails.

- Oregon
- California
- Mormon
- Pony Express
- Bozeman

When the visitor touches one of the trails in the menu, a "trail profile" opens up along the side of the screen, which includes an image of the trail and interpretive information or relevant data. At the same time, an animated "wagon road" draws itself across the map, illustrating the migration route. Up to five pulsing hot-spots appear on the route to show common stops along the way.

The visitor is encouraged to explore the migration route. The visitor touches any of the hot-spots to trigger a pop-up window that features a photo and interpretive information

relating to the selected location. The interpretive content may include...

- people who traveled the route
- key historic events that occurred along the route
- specific places along the route

National Historic Trails Interpretive Center Proposal 020515

- etc.

The visitor can close the pop-up window to return to the map interface for further exploration of the current migration route, or select another trail from the menu to trigger a new animated migration route with another collection of hot-spots.

PROJECT DELIVERABLES

- Develop media design for the interactive including wire frames and flow charts
- Research and write scripts
- Research and obtain all assets*
- Fully develop Software
- Specify final hardware, purchase and install hardware**

GENERAL AV HARDWARE SPECIFICATIONS

- Elo 4600L 46: Touch Screen
- Wall Mount
- Dell Optiplex 9020 Computer
- Sescom SES-SBA-150W Integrated Amp
- JBL Control 23 Speaker
- WattBox WB-200-IPCE-3 IP Controlled Power Conditioner
- Cables, Connectors, etc,

TOTAL ESTIMATED INVESTMENT \$48,998**

Trail Migration Interactive

Hardware equipment only: \$ 5,498
Software: \$43,500

*Does not include any original production, which would be priced separately

**Actual software and hardware costs are an estimate only; final costs will be determined once interactive design is complete. Does not include installation, fabrication or alterations to casework. *Travel will be billed at cost x 1.15 percent.*

C – COLD ROOM REIMAGINING

SCOPE OF PROJECT

To more effectively engage visitors to the center, and encourage them to fully experience the story of the Handcart Companies, we are eager to begin making revisions to the existing program.

Boston Productions will retain the emotional impact of the cold room experience by telling the story of the McBride family journey to Salt Lake City with the Edward Martin Handcart Company in 1856 in a crisp, concise manner. To better focus the story, we will edit and rewrite the existing dialog, and use some narrative bridges to propel the story, making the overall program about 4-5 minutes. To further engage the visitor, we will retain date and location tags, but add stock video to bring motion and visual impact.

BUDGET

- AV Software and Production

Includes re-writing, new voice over narration, re-editing, and insertion of new video elements supplied by others and testing.

Total AV Software and Production	\$22,213
----------------------------------	----------

- AV Hardware, Programming and Installation

Includes reprogramming of all lighting, adding new dimmers, and changing AMX code to run the new program.

Total AV Hardware, Programming and Installation	\$16,209
---	----------

TOTAL AV SOFTWARE AND AV HARDWARE	\$38,422*
-----------------------------------	-----------

**Plus applicable taxes and travel expenses.*

 **Deseret Trust** Company

July 2, 2014

Attn: Bill Mortimer, President
National Historic Trails Interpretive Center Foundation
PO Box 397
Casper WY 82602

RE: Ag Reserve, Inc. Charitable Fund
Account No. 242201341

Dear President Mortimer:

Deseret Trust Company is pleased to inform you that the advisors of the Ag Reserve, Inc. Charitable Fund have recommended a donation to National Historic Trails Interpretive Center Foundation. Enclosed please find a check for **\$41,000** to be used for expenses incurred in updating the Martin Handcart Company presentation.

The receipt for this donation should be sent to Deseret Trust Company for our records. Please reference the account name or number.

If you have any questions regarding this contribution, please call me.

Sincerely,


Diane R. Clawson
Trust Administrative Assistant

Enclosure

cc: Don Sleight, Ag Reserve, Inc.

G://MBF/DAFs/ AgReserve.7.2014.contrib.docx

AID REQUEST FORM

FY 2015

(For use from 1-01-2015 to 12-31-2015)

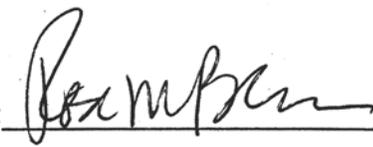
ROCKY MOUNTAIN CONSERVANCY

Agency Name: National Historic Trails Interp. Center (CASP)

Check One - Forest Service [] BLM [X] Other []

Actual Expenditure: Please submit invoice or receipt.

Rose M. Beardshear - Acting Director
Print name and title of person making request

Signature: 

Print name and title of additional official if required

Signature: _____

Date Of Request: 1/15/15

Explain what the requested funds will be used for and attach any pertinent bill or information. Remember that any aid used must have an educational, interpretive, or research purpose. Each request should specifically describe its purpose.

Be sure to include who the check is payable to and the total amount.

This funding request will be used to provide closed captioning to the Martin Handcart Cold Room Exhibit upgrade. Total cost for the upgrade is \$44,358. The total amount for the closed caption feature is \$5,936. Please make the check payable to the National Historic Trails Foundation and mail to the attention of Aubrey Valdez, 1501 N. Poplar St., Casper, WY 82601.

Specific to this request, explain how you will acknowledge the Conservancy for providing these funds:

RMC will be recognized in the promotion of the ribbon cutting ceremony for the exhibit as well as on the day of the event—Saturday, March 14, 2015.

NOTE: All requests should be returned to Rocky Mountain Conservancy
P.O. Box 3100, Estes Park, CO 80517, Attn: Carolyn Kilgore, or fax to 970.586.0130
or email to carolyn.kilgore@RMConservancy.org

bpi imagine. what we do.

AV Hardware Estimate for: Additions for the Cold Room Updates
November 25, 2014

Exhibit	Component	Quantity	Unit Price	Extended	Sub Totals
Cold Room	Vornado Whole Room Fan	2	\$144	\$288	
	AMX CCD-6CL Clear Connect™ CFL, LED, 600W Incandescent/MLV Dimmer	1	\$98	\$98	
	AMX NXB-CCG NetLinxÆ Clear Connect™ Gateway	1	\$228	\$228	
	Brightsign Roku HD1020 HD Media Player	1	\$431	\$431	
	Samsung HG22NA470BF 22" Monitor for Captions	1	\$242	\$242	
	Chief Mount	1	\$35	\$35	
	WattBoxÆ IP+ Controllable 3 Outle Compact Power Conditioner	1	\$175	\$175	
	Happ Button	1	\$14	\$14	
	Cables, Connectors, etc,	1	\$225	\$225	
					\$1,734

Installation and Services

Description	Sub Total
System Design, Equipment Specification, Engineering	\$200
Caption creation and editing	\$437
Installation	\$1,700
Programming	\$1,000
Prototyping and Pre-installation Build Out	\$475
Shipping	\$90
Project Management	\$300
Total Services	\$4,202

Total Hardware	\$1,734
Total Services	\$4,202
Grand Total	\$5,936

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAY 13 1997**

Employer Identification Number:
83-0299201

DLN:
17053067754007

Contact Person:
EO CUSTOMER SERVICE
Contact Telephone Number:
(213) 894-2289

NATIONAL HISTORIC TRAILS CENTER
FOUNDATION INC
C/O EDNA KENNELL
500 N CENTER
CASPER, WY 82601-1934

Our Letter Dated:
FEBRUARY OF 1992

Addendum Applies:
NO



Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

You are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. For guidance in determining whether your gross receipts are "normally" more than \$25,000, see the instructions for Form 990. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

BLM-MOU-WYP000-2014-05

National Historic Trails Center Foundation, Inc.

MEMORANDUM OF UNDERSTANDING
BETWEEN
U.S. DEPARTMENT OF INTERIOR, BUREAU OF LAND MANAGEMENT (BLM)
Wyoming High Plains District (HPD), National Historic Trails Interpretive Center (NHTIC)
AND
The National Historic Trails Center Foundation, Inc. (Foundation), a nonprofit corporation
CONCERNING
A NHTIC COOPERATIVE AGREEMENT

I. Purpose: To provide the framework for the operation and maintenance of the NHTIC building and grounds owned by the BLM, and the maintenance, repair, replacement and enhancement of exhibits and audiovisual programs and equipment housed therein, but owned by the Foundation. The NHTIC is physically located at 1501 North Poplar Street, in the City of Casper, Natrona County, Wyoming 82601.

II. Objective: To facilitate federal and private sector collaboration and cooperation in the maintenance and operation of NHTIC, and specify mutual benefits,

- A. To provide for the general staffing, operation, and maintenance of the physical structure and systems of the Center as a public visitor facility as defined in the objectives of Public Law 105-290;
- B. To insure the continuous operation, maintenance, repair, replacement and enhancement of housed audiovisual programs, equipment and electrical systems necessary to operate such exhibits;
- C. To provide for a quality visitor experience at the NHTIC through the interpretation of themes related to congressionally designated National Historic Trails that exist in Wyoming and specific segments under the management of the BLM;
- D. To annually review and implement the NHTIC operation and maintenance plan, which is incorporated as Appendix 1 to this agreement.
- F. For mutual benefits:
 1. The operation and maintenance of the NHTIC will focus national and international visitor attention on the history and use of Native American and Euro-American trails that traversed the territories of western North America during the mid-and late-nineteenth century. Major portions of the trails and associated historic sites are located on public lands, administered by the Bureau of Land Management in Wyoming. The NHTIC provides visitors the opportunity to see, experience, and contemplate the landscape, cultural and geographic sites, features, artifacts, documents, and people of the western United States frontier of the mid-1800s.
 2. With passage of and subsequent amendments to the National Trails System Act of 1968 the Oregon, Mormon Pioneer, California, and Pony Express trails were designated as National Historic Trails by Congress. The National Trails System Act directs the Secretary of the Interior to protect, interpret, and manage remains of these trails on federal lands. Most of these remains and their associated historic sites exist on BLM-administered lands in

Wyoming, Idaho, Oregon, Utah, Nevada and California. Through interpretive programs, exhibits, and audiovisual media associated with the NHTIC, recreational users of those public lands will better understand their responsibilities for the protection of the vulnerable and sensitive remains of historic trail and associated resources which are the embodiment of our collective heritage. Specifically, one of the objectives of the NHTIC will encourage the recreational public to support land and resource management principles that improve the quality and diversity of resources, decrease environmental degradation, reduce risks to the public health and safety, and promote a responsible land use ethic among their fellow citizens throughout the United States.

3. The NHTIC, through the cooperative and collaborative efforts of the BLM and the Foundation, will showcase their mission, resources, and initiatives in heritage education for the visiting public. The NHTIC also provides a profound opportunity for the BLM and the Foundation to further define their commitment to sound National Historic Trails management and preservation. These trails are now part of a larger congressionally designated BLM National Landscape Conservation System (NLCS).
4. The NHTIC also provides a focal point for contributions to local and regional economic and social wellbeing through travel, tourism, and recreational opportunities on public lands administered by the BLM in Wyoming and throughout the western United States. Facilities co-managed with partner organizations like the National Historic Trails Center Foundation, Inc. serve to enlighten all visitors and provide economic benefit to host communities and broader regional populations.

III. Authority: This MOU is entered into under the following authorities:

A. Section 307(b) of the Federal Land Policy and Management Act of 1976 (FLPMA), as amended, 43 U.S.C. 1737, P.L. 94-579.

B. National Trails Systems Act of 1968, as amended: Public Law 90-543 (16 USC 1246h).

IV. Procedures:

A. The Foundation agrees to:

1. Own, maintain (including preventative and corrective maintenance), and repair as necessary, the exhibits, and all lettering naming donors engraved on stone elements on the west wall of the lobby. All exhibit components shall be maintained in a safe, operable manner as designated and installed.
2. Be the primary party responsible to fundraise for the Center on behalf of the public interest in maintaining and enhancing the exhibits in accordance with and direct support of Public Law 105-290. Actively pursue and maintain funding levels necessary to conduct Foundation business in an effective and efficient manner through procedures specified in the Operations and Maintenance Plan (Appendix 1).
3. Procure and maintain public liability insurance from a company authorized to conduct business in the state of Wyoming with a minimum limitation of \$1,000,000 for any one claim, and an aggregate limit of \$3,000,000 for all accidents or injuries resulting from public interaction with all permanent exhibits and audiovisual programs at the NHTIC.

The insurance policy will name the BLM as an additional named insured. Provide a copy of the current liability insurance policy to the BLM Administrative Contact.

4. Require any and all Foundation Contractor(s) and/or subcontractor(s) performing exhibit and audiovisual program maintenance or repairs at the NHTIC to maintain current public liability insurance in accordance with the insurance requirements set forth in IV.A.3 above, or, in the alternative, the Foundation shall add any such contractor or subcontractor as a separate insured to the relevant policy or policies procured by the Foundation.

5. Maintain the continuous operation of an office including staffing, office equipment, furniture, telephone and internet service for the office. Office hours will be posted by the Foundation.

B. The BLM agrees to:

1. Own, operate and maintain the NHTIC building (exterior and interior), grounds and parking lot.
2. Provide personnel and other resources for the operations of the NHTIC in Casper, Natrona County, Wyoming. Specifically, the BLM shall provide personnel (including paid employees and supervised volunteers), equipment, utilities, facilities, services, and information to support staffing, operation, and management of the NHTIC on a continuous basis, for (seasonally adjusted) public access as federal budgets/directives allow.
3. Administer the collection, security, expenditures and tracking of appropriate entrance fees for all visitors to the NHTIC, to partially offset costs of operations of the Trails Center as authorized in Public Law 105-290.
4. Provide the Foundation with office space within the Center, visible and accessible to the public. Space will also be provided for Foundation files, exhibit supplies, and maintenance equipment.
5. Promote public awareness of appropriate recreational uses and enjoyment of public lands with minimal environmental impacts, by encouraging "Leave No Trace" and "Tread Lightly" principles in all public contacts, and by including those principals in all forms of interpretive media produced and developed, or programs conducted under this Cooperative Agreement.
6. Actively support Foundation efforts by accommodating on-site fundraising activities, special tours, organizational meetings, and potential donor visits to the NHTIC. This will ensure that the Center receives a wide spectrum of public and business community support for its mission and operation, and for those of the Foundation.

C. Both parties agree to:

1. Collaborate in the operation and maintenance of the NHTIC and the exhibits and audiovisual programs and equipment that are housed in the NHTIC, in accordance with the attached Appendix 1, Annual Operating and Maintenance Plan. The Plan will be reviewed annually and if necessary, amended.
2. Develop a detailed articulation of specific exhibit and audiovisual system maintenance, repair or replacement activities as a separate document (companion to this Agreement).

3. Recognize and promote the unique qualities of this public-private partnership at the NHTIC which includes the ownership, operation, and maintenance/repair of the building and its interpretive exhibits.
4. Provide good faith effort to secure sufficient resources (including funding and personnel) to effectively and efficiently carry out the responsibilities outlined above.
5. The Foundation will provide a progress/status report at the regularly scheduled Board meetings to update the BLM on the Foundation's activities concerning the NHTIC. The BLM will provide reports to the update the Foundation on its activities at all regularly scheduled Board meetings. These reports will be incorporated into the packets developed for each Board meeting and into the minutes of such. The Foundation Technical Contact will provide copies of these packets to the BLM Technical Contact to be placed in the agreement files.
6. Meet annually or at the request of either party to review and discuss agreement objectives, accomplishments, issues and/or problems that have come up during the review period. Also work together to determine when the building or any exhibit element or audiovisual production may require major maintenance and/or replacement.
7. Promote one another in the daily operations of the NHTIC to provide the public with a better understanding of the cooperative effort by both parties to run and operate the NHTIC and each organization's mission. Work cooperatively on public relations about the role of the respective parties at the NHTIC.
8. Coordinate and collaborate on any future enhancements to the existing elements or new interpretive elements and/or exhibits at the Center. A modification to this agreement, separate task order, or a new agreement may be necessary to accomplish major changes.
9. No financial appropriations are obligated under this agreement. The BLM and the Foundation agree to provide funding adequate to meet the scope of their individual responsibilities under this Memorandum of Understanding on a fiscal year basis.

V. Administration: It is mutually understood and agreed by and between parties that:

- A. APPLICABLE LAW: The parties agree to comply with all applicable State and Federal laws governing activities under this MOU.
- B. FREEDOM OF INFORMATION ACT (FOIA). Any information furnished to the BLM under this instrument is subject to the Freedom of Information Act (5 U.S.C. 552).
- C. COMMENCEMENT/EXPIRATION/TERMINATION. This MOU takes effect upon the signature of the BLM and the Foundation and shall remain in effect through September 30, 2019 (for 5 years, commencing with the expiration date of the current 2009 Financial Assistance Agreement). This MOU may be extended or amended upon written request of either the BLM or the Foundation and the subsequent written concurrence of the other(s). Either the BLM or the Foundation may terminate this MOU with a 30-day written notice to the other(s).

- D. AMENDMENTS: Either party may request changes in this MOU. Any changes, modifications, revisions, or amendments to this MOU will be incorporated by written instrument, executed and signed by all parties to this MOU, and will be effective in accordance with the terms of all applicable State and Federal laws governing activities under this MOU.
- E. RESPONSIBILITIES OF PARTIES. The BLM and the Foundation will handle their own activities and utilize their own resources, including the expenditure of their own funds, in pursuing these objectives. Each party will carry out its separate activities in a coordinated and mutually beneficial manner.
- F. NON-FUND OBLIGATING DOCUMENT. Nothing in this MOU shall obligate either the BLM or the cooperators to obligate or transfer any funds. Specific work projects or activities that involve the transfer of funds, services, or property will require execution of separate agreements or contracts and be contingent upon the availability of appropriated funds. Such activities must be independently authorized by appropriate statutory authority. This MOU does not provide such authority. Negotiation, execution, and administration of each such agreement must comply with all applicable statutes and regulations.
- G. ESTABLISHMENT OF RESPONSIBILITY. This MOU is not intended to, and does not create, any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, by a party against the United States, its agencies, its officers, or any person.
- H. DEFINITIONS. The term exhibits includes outdoor and indoor elements, as described:
- a. Outdoor elements – These include the Pony Express bronze sculpture located at the western edge of the parking lot. Other elements include the entrance kiosks at the approach to the Center, and the interpretive panels located on the veranda, excepting those purchased and installed by the BLM.
 - b. Indoor elements – These include all present fixed, permanent interpretive exhibits, all interactive exhibits, and all audiovisual productions. Exhibit elements also include the various components, parts, and mechanisms, panels as produced, operational elements, aspect, replacement assemblages, structures and support systems. The support systems included all mechanical and electrical parts and systems produced for the intended continuous operation of the exhibits.

The term fiscal year for the BLM means the federal accounting period what extends from October 1 of any given year through September 30 of the following calendar year.

I. PRINCIPAL CONTACTS. The principal contacts for this instrument are:

BLM Technical Contact
NHTIC Director

1501 North Poplar
Casper, WY 82601
Phone 307-261-7786

Partner Technical Contact
Foundation Executive Director
Aubrey Valdez
PO Box 397
Casper, WY 82602
Phone 307-265-8030
Aubrey@nhtcf.org

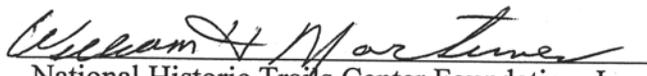
Partner Administrative Contact
National Historic Trails Center
Foundation, Inc., Board President
William Mortimer
PO Box 397
Casper, WY 82602
Phone 307-265-2541
bmortime@bresnan.net

VI. **Authorized Representatives:**

By signature below, the partner certifies that the individuals listed in this document as representatives of the partner are authorized to act in their respective areas for matters related to this agreement.

THE PARTIES HERETO have executed this instrument.

APPROVED:


National Historic Trails Center Foundation, Inc.
William Mortimer, Board President

8/22/2014
Date


USDOI, Bureau of Land Management
Stephanie Connolly, High Plains District Manager

8/21/14
Date



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Wyoming High Plains District

2987 Prospector Drive

Casper, Wyoming 82604-2968

Attachment I



The Honorable Charlie Powell
Mayor of Casper
200 N. David St.
Casper, WY 82601

FEB 06 2015

Dear Mayor Powell:

On behalf of the National Historic Trails Interpretive Center (NHTIC), I am writing to express our strongest support for the National Historic Trails Center Foundation's grant request for the Optional One Cent No. 15 funding.

The NHTIC is a tremendous and essential asset for our community and local tourism by teaching our community, state, and nation the significance of the historic trails that make Natrona County and Casper an indispensable part of Americana.

Additionally, developing an understanding of these great cultural resources establishes a respect for, and connection to the past, and encourages an appreciation within our future generations for the care, use and protection of the remaining trail remnants.

The NHTIC is a unique public-private partnership between the Foundation, the City of Casper, the Bureau of Land Management and the residents of Wyoming. Support of the Foundation's responsibilities to maintain and improve the exhibits and galleries is a testament to the community's support of the NHTIC in becoming a regional and national destination.

The BLM endorses the Foundation's efforts to upgrade exhibits, maintaining their relevance, and continuing to assist with the school curriculums for student education.

An example of displays needing an update includes the "Footsteps to the West." It is a brilliantly created and an inspiring panoramic video with special effects that incorporate the elements of the elaborate amphitheater exhibit. This program is wearing out; some special effects no longer work and are dated. The Optional One Cent funds would assist the Foundation to restore the quality of the exhibit.

Additionally, the map in the "Growth of a Nation" exhibit room previously allowed visitors to interactively slide levers to see how the westward migration occurred over time. It has been heavily used for nearly 12 years and needs replacement. The replacement map would be an interactive touch screen map, allowing visitors to choose a role (i.e. mountain man), and follow the historic trails the character would have taken, ask questions and learn about historic events.

Also, the Foundation is working to upgrade the Martin Handcart Story Room to make the exhibit more accessible to the hearing impaired. The Optional One Cent funding would be used to supplement partnerships with the Deseret Trust Company and the Rocky Mountain Conservancy

We support the Foundation's commitment to working with partners ranging from other non-profit organizations, and community members to businesses and government on behalf of historic trails. Local community representation on the Foundation's board keeps this work in touch with the public. Funding of the NHTIC exhibits is a sound financial investment for the tourism industry, helping to fuel the local economy. It also provides an opportunity to touch the lives and education of every 4th grader in Wyoming.

We ask the City of Casper to continue to support the work of the Foundation with a grant for projects to upgrade and enhance the exhibits of the NHTIC. Thank you again for all of your support in the past and your current consideration of this proposal.

Sincerely,

A handwritten signature in cursive script that reads "Stephanie Connolly".

Stephanie Connolly
District Manager

CC: Casper City Council Member Mr. Ray Pacheco
Casper City Council Member Mr. Craig Hedquist
Casper City Council Member Mr. Steve Cathey
Casper City Council Member Ms. Robin Mundell
Casper City Council Member Mr. Bob Hopkins
Casper City Council Member Ms. Keyne Schlager
Casper City Council Member Mr. Shawn Johnson



United States Department of the Interior

BUREAU OF LAND MANAGEMENT
Wyoming High Plains District
2987 Prospector Drive
Casper, Wyoming 82604-2968



The Honorable Charlie Powell
Mayor of Casper
200 N. David St.
Casper, WY 82601

FEB 06 2015

Dear Mayor Powell:

On behalf of the National Historic Trails Interpretive Center (NHTIC), I am writing to express our strongest support for the National Historic Trails Center Foundation's grant request for the Optional One Cent No. 15 funding.

The NHTIC is a tremendous and essential asset for our community and local tourism by teaching our community, state, and nation the significance of the historic trails that make Natrona County and Casper an indispensable part of Americana.

Additionally, developing an understanding of these great cultural resources establishes a respect for, and connection to the past, and encourages an appreciation within our future generations for the care, use and protection of the remaining trail remnants.

The NHTIC is a unique public-private partnership between the Foundation, the City of Casper, the Bureau of Land Management and the residents of Wyoming. Support of the Foundation's responsibilities to maintain and improve the exhibits and galleries is a testament to the community's support of the NHTIC in becoming a regional and national destination.

The BLM endorses the Foundation's efforts to upgrade exhibits, maintaining their relevance, and continuing to assist with the school curriculums for student education.

An example of displays needing an update includes the "Footsteps to the West." It is a brilliantly created and an inspiring panoramic video with special effects that incorporate the elements of the elaborate amphitheater exhibit. This program is wearing out; some special effects no longer work and are dated. The Optional One Cent funds would assist the Foundation to restore the quality of the exhibit.

Additionally, the map in the "Growth of a Nation" exhibit room previously allowed visitors to interactively slide levers to see how the westward migration occurred over time. It has been heavily used for nearly 12 years and needs replacement. The replacement map would be an interactive touch screen map, allowing visitors to choose a role (i.e. mountain man), and follow the historic trails the character would have taken, ask questions and learn about historic events.

Also, the Foundation is working to upgrade the Martin Handcart Story Room to make the exhibit more accessible to the hearing impaired. The Optional One Cent funding would be used to supplement partnerships with the Deseret Trust Company and the Rocky Mountain Conservancy

We support the Foundation's commitment to working with partners ranging from other non-profit organizations, and community members to businesses and government on behalf of historic trails. Local community representation on the Foundation's board keeps this work in touch with the public. Funding of the NHTIC exhibits is a sound financial investment for the tourism industry, helping to fuel the local economy. It also provides an opportunity to touch the lives and education of every 4th grader in Wyoming.

We ask the City of Casper to continue to support the work of the Foundation with a grant for projects to upgrade and enhance the exhibits of the NHTIC. Thank you again for all of your support in the past and your current consideration of this proposal.

Sincerely,

Handwritten signature of Stephanie Connolly in cursive script.

Stephanie Connolly
District Manager

CC: Casper City Council Member Mr. Ray Pacheco
Casper City Council Member Mr. Craig Hedquist
Casper City Council Member Mr. Steve Cathey
Casper City Council Member Ms. Robin Mundell
Casper City Council Member Mr. Bob Hopkins
Casper City Council Member Ms. Keyne Schlager
Casper City Council Member Mr. Shawn Johnson



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

RECEIVED
FEB 09 2015

Date 9 February 2015

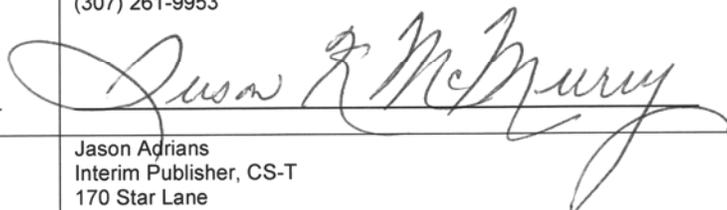
Total Amount of Optional 1% Sales Tax Funds Requested \$ \$300,000

PROJECT DESCRIPTION

Project Name: "We Read"

Name and Address of Sponsoring Organization/Agency: The project is a collaboration between the Natrona County School District, the Casper Star Tribune, the Natrona County Public Library, and the McMurry Foundation.

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

<p>Steve Hopkins Superintendent, NCSD #1 970 North Glenn Road Casper, WY 82601 steve_hopkins@natronaschools.org (307) 253-5222</p> 	<p>Susie McMurry McMurry Foundation P.O. Box 2016 Casper, WY 82602 (307) 261-9953</p> 
<p>Bill Nelson Director NCPL 307 E. Second St. Casper, WY 82601 bnelson@natronacountylibrary.org 307-237-4935 ext 115</p> 	<p>Jason Adrians Interim Publisher, CS-T 170 Star Lane Casper, WY 82604 jason.adrians@trib.com (307) 266-0545</p> 

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

See Attachment 1.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

N/A: This project will not include the purchase of equipment or capital construction.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The "We Read" program elements serve the approximately 4,000 students in grades K-3 in Natrona County, as well as their families.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

“We Read” is funded through both monetary and in-kind contributions from the Natrona County Public Library, the Natrona County School District, the Casper Star Tribune, the McMurry Foundation and other local businesses and private foundations. If Optional 1% Sales Tax funding is not available, the Advisory Committee of “We Read” will attempt to seek funds from additional business, foundation and government sources.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

“We Read” is intended to continue until every Natrona County third grader is reading at grade level. The Advisory Committee will continue to seek funds from public and private sources until this is achieved.

Citizens’ Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

This project fits within the Human Services priority, which received 5,000 points in the citizen survey. The project has two human service-related goals: 1) Establishing literacy as a core community value and 2) Ensuring that every Natrona County student reads at or above grade level by the end of the third grade. When these goals are met, education outcomes are improved within our community, increasing the likelihood for students to become citizens who contribute to the local economy and participate successfully in society.



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: "We Read"

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
Grants:				
Private	\$541,913.00	\$541,913.00	\$541,913.00	\$541,913.00
Federal	\$0	\$0	\$0	\$0
State	\$0	\$0	\$0	\$0
*Donations (cash)	\$0	\$0	\$0	\$0
*Donations (in-kind)	\$398,818.00	\$398,818.00	\$398,818.00	\$398,818.00
Project Income	\$0	\$0	\$0	\$0
**Loans	\$0_____	\$0_____	\$0_____	\$0_____
 TOTAL FUNDING AVAILABLE	 \$1,015,731.00	 \$1,015,731.00	 \$1,015,731.00	 \$1,015,731.00

* Please include donations of cash and/or in-kind materials and services.
 ** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

N/A

Engineering/Architectural Fees
(Design/Construction Administration)

\$ _____

• Contingency

\$ _____

Land Costs

\$ _____

Construction Costs (Labor and Materials)

\$ _____

• Contingency

\$ _____

Furnishings

\$ _____

Equipment Acquisition

\$ _____

TOTAL

\$ **N/A** _____

Estimated Annual Operating/Maintenance Costs

\$ _____

Source of Funding for Operating Costs

• Please provide specific revenue source(s) to support this project

N/A

We Read:
Optional 1% #15 City of Casper Request

FUNDING AND EXPENDITURES

1. Detailed Budget: See pages 6 & 14 (Attachment 2).
2. Operation/Maintenance Cost Estimates: N/A
3. Capital Investment Maintenance/Replacement Plan: N/A
4. Cost Estimate Substantiation: Costs listed in the detailed budget justification (see page 9) are based on the past 3 years of similar actual costs.
5. Funding Timeline: see pages 6 & 14 (Attachment 2).
6. Project Debt Disclosure: N/A

OTHER DOCUMENTATION

7. Non-Profit Status: The lead point of contact, the Natrona County Public Library, is a Natrona County entity.
8. Funding History: We Read has never sought nor received Optional 1% Sales Tax revenue.
9. Needs Data: In Natrona County in 2010, nearly 3 out of every 10 high school students dropped out or didn't graduate on time (WDE, 2012). The percentage of high school graduates almost directly correlated with the number of third graders reading at or above grade level (WDE, 2012). In other words, if students hadn't learned to read by third grade, their chances of success for the next nine years greatly diminished.

To address Natrona County's third-grade reading proficiencies using a collaborative approach, a partnership formed in 2011 between the Natrona County Public Library (NCPL), the Casper-Star Tribune (CST) and the Natrona County School District (NCSD) to create *We Read*.

In conjunction with other critical school district and community initiatives, the *We Read* program plays an important role in Natrona County's efforts to improve the reading proficiency of its children. However, the need for the program still exists: 18% of Natrona County's third graders are not proficient readers. Funding from Optional 1% Sales Tax revenue will ensure that *We Read* continues to make progress in improving literacy in Natrona County.

10. Preliminary Design Documents: N/A

ATTACHMENT 1 PROJECT NARRATIVE

Statement of Need

In Natrona County in 2010, nearly 3 out of every 10 high school students dropped out or didn't graduate on time (WDE, 2012). What's more, the percentage of high school graduates almost directly correlated with the number of third graders reading at or above grade level (WDE, 2012). In other words, if students hadn't learned to read by third grade, their chances of success for the next nine years greatly diminished.

Natrona County isn't alone in these troubling statistics: in 2011, a study by the Annie E. Casey Foundation found that one in six children who are not reading proficiently in third grade fail to graduate from high school on time, which is four times the rate for children with proficient third grade reading skills. Indeed, the National Research Council asserts that "academic success, as defined by high school graduation, can be predicted with reasonable accuracy by knowing someone's reading skill at the end of third grade."

Reading proficiently by the end of third grade is a critical benchmark in a child's educational development. It's the time at which a child moves from *learning to read* to *reading to learn*, using their skills to gain more information in other subjects, think critically to solve problems and act upon the knowledge they gain.

Since low reading proficiency in the third grade is linked to high school dropout rates and the long-term economic consequences of a low-skilled workforce, lack of reading proficiency becomes a problem beyond the walls of the schoolroom. It is not just a library problem, an education problem or even a family problem. It's a community problem that requires a community-wide solution spearheaded by the library. Indeed, research has shown that the best results in projects to improve school readiness and reading proficiency are likely where a local collaboration of stakeholders, in and outside of government, has been formed (Urban Institute, 2010).

To address Natrona County's third-grade reading proficiencies using a collaborative approach, a partnership formed in 2011 between the Natrona County Public Library (NCPL), the Casper-Star Tribune (CST) and the Natrona County School District (NCSD) to create *We Read*, a multi-year project with two goals:

1. Every Natrona County student should read at or above grade level by the end of the third grade; and
2. Literacy should become a core community value.

The library, newspaper and school district dedicated organizational resources to support and implement *We Read*. In addition, over a dozen local businesses and foundations donated nearly \$2 million to implement the project. This four-pronged leadership structure between the newspaper, educational community, library and partners in philanthropy and business has provided *We Read* with the ability to exist with both system-wide ownership and low operating costs.

Program Elements

The *We Read* program uses elements designed to have the most impact possible in improving the reading proficiencies of third-graders and establishing literacy as a community value. These elements include:

Personal library-building: Studies have indicated that there is a direct link between children's ownership of print material (books, magazines, etc.) and their motivation to read, their positive attitude toward reading, emergent literacy skills and reading performance (Lindsey, 2010). Through the *We*

Read program, every kindergartener through third grader in Natrona County receives a new, age-appropriate book each month of the year. The implementation of this action item relies heavily upon NCSD's district-wide distribution system through the schools to ensure that this action item is accomplished. Children not attending school through the district itself (e.g. private schools and those who are homeschooled) are able to pick up books at the CST.

"My Trib" youth magazine: Parental involvement in literacy-building is consistently shown to be the most important element in a child's success, but challenges occur when parents are not involved with their child's school or don't have consistent ways to improve reading proficiency at home (Annie E. Casey Foundation, 2010). When these challenges arise, they are often intensified by a parental inability to connect with literacy resources.

The Casper-Star Tribune, however, has an exceptional distribution system in place to address this issue, as it delivers a community newspaper, the Casper Journal, to every household in Natrona County each week. Recognizing the already-established delivery system as an opportunity, the *We Read* project team developed "My Trib," a weekly 12-page children's magazine. Every week, every household in the county receives a package at their home consisting of a current issue of the Casper Star-Tribune, the weekly Casper Journal and a copy of "My Trib." The package serves two purposes:

1. It gives parents an opportunity to connect with the community through its two newspapers, to gather information related to community events and resources as well as model the importance of reading within their home.
2. "My Trib" is an effective tool for improving reading proficiency – it's easy to read in one sitting, attractive to young readers, and covers a wide variety of topics at various developmental levels within each issue to meet the diverse interests of its audience.

The content of "My Trib" is overseen by the Content Committee of *We Read*, and draws heavily on the expertise of library staff. My Trib contains information relevant to the free books students receive at school, as well as literacy-building games, activities and stories. A calendar of youth activities at the NCPL is also included.

In addition to its delivery to each household in Natrona County, "My Trib" is distributed through grade school librarians and a network of free pick-up racks located at the library, Natrona County elementary schools, the Boys & Girls Club and the YMCA.

Interactive, literacy-focused website: Located at WeReadNatrona.com, the website offers free literacy resources and activities for parents and students. For students, it provides games, books, puzzles, parent resources and ideas for literacy-related activities. It also contains the electronic version of "My Trib" and activities that correlate to the free books received through the *We Read* program. For parents, the website provides resources such as a literacy-related event calendar, the library's list of 100 books to read with children before they reach kindergarten, tips for teaching children and a variety of other literacy information. The website's content is overseen by the Content Committee of the *We Read* program.

Marketing campaign: An intense marketing campaign launched in 2011 to engage the entire community in promoting the importance of reading to children and establishing literacy as a core community value. Overseen by *We Read's* Marketing Committee, the campaign's messaging centers around the concept of "Spend 20 minutes a day reading with someone special," encouraging community members and families to spend time reading with a child every day. It highlights local community members of all industries and demographics taking time to read with a child, and provides ideas for building literacy skills at home.

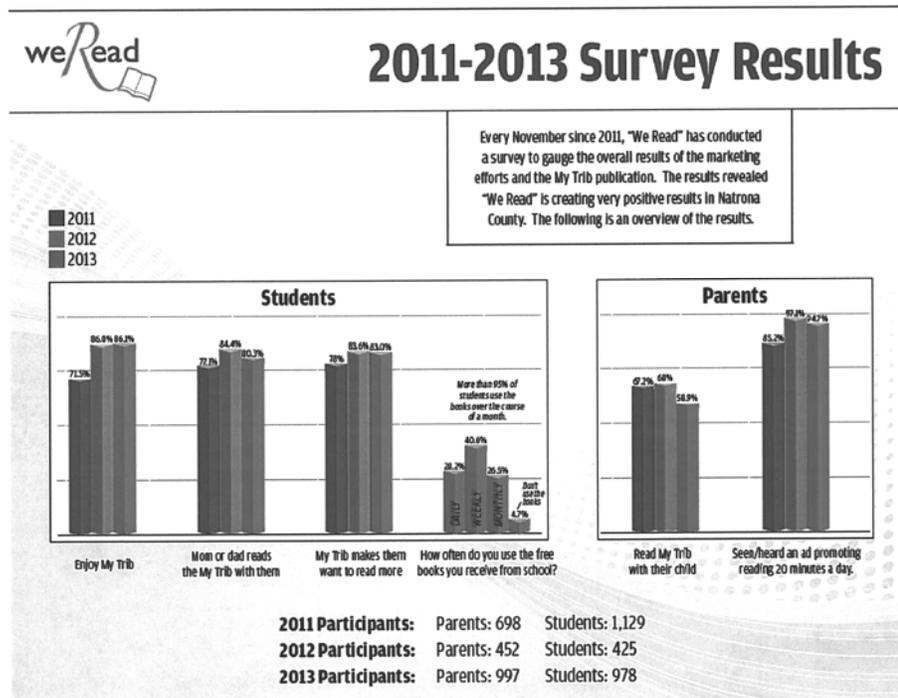
The campaign is promoted through advertisements in the newspaper (in print and online), television, radio and movie theaters, as well as billboards, posters in targeted locations and a presence at community events. Marketing is also done through the school district's Facebook page and Twitter feed as well as bookmarks that are included in the monthly K-3 books.

While a marketing campaign of this magnitude traditionally results in high costs, the *We Read* program has been fortunate to garner partners in the media and advertising industry that have followed the lead of the Casper Star-Tribune in meeting advertising costs on a 1:1 cost-share basis, increasing the ability for the marketing campaign to have a truly significant impact.

Impact Assessment

The impact of these program elements are measured in two ways. First, the *We Read* project team uses Northwest Evaluation Association (NWEA) reading test scores to track third-grade reading proficiency levels. The 2010 NWEA reading test showed that 23% of third grade students didn't read at grade level. In 2012, that figure narrowed to 18%.

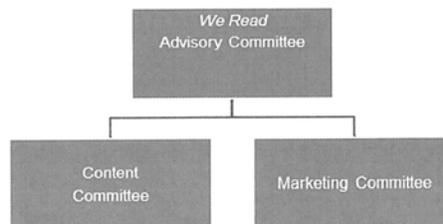
In addition, the program conducts annual surveys of parent and students (grades K-3). An overview of these survey results is below.



Project design

Current structure

We Read is implemented as a volunteer-based effort within the library, newspaper and school district. The three organizations have each donated staff time and resources to implementing the program. The following organizational structure is used to provide coordination in implementing the activities of the program:



The *Advisory Committee* includes the project director of *We Read*, the publisher of the Casper-Star Tribune, the library director, the school superintendent and a representative from the project's major donors. The committee receives reports on the program's funding and effectiveness, coordinates the implementation of program elements and leads program outreach efforts.

The *Content Committee* includes the *We Read* project director, the publisher of the Casper Journal, library staff and teachers. The committee gathers and manages the content of "My Trib" and the WeReadNatrona.com website. They work with the school district to develop connections between *We Read* materials and the books distributed each month to K-3 students.

The *Marketing Committee* includes the *We Read* project director, a Casper-Star Tribune marketing designer and public relations staff for the school district and library. The committee designs material for the marketing campaign and oversees its implementation.

To provide programmatic sustainability, the library developed a Memorandum of Understanding (MOU) to outline the shared powers and duties for the administration, conduct and achievement of the *We Read* program's common purposes. A copy of this MOU is enclosed with the application.

Budget resources

The budget of the *We Read* program would be over \$1 million per year in hard costs, if not for the broad-based support among its lead organizations as well as businesses across Natrona County.

There are no personnel costs associated with the program, as the library, newspaper and school district provide the human resources necessary to implement *We Read*. In addition, the school district purchases the books that are distributed each month within the public schools. The Casper Star-Tribune provides its lowest discounted rate for *We Read* print advertisements, and also matches the space on a 1:1 basis as an in-kind contribution.

This in-kind match offered by the Casper Star-Tribune has set a precedent, for television and radio stations as well as the local billboard company match the costs of the marketing campaign advertisements on a 1:1 basis. The match provides an in-kind contribution of nearly \$50,000 per year and allows *We Read* to double its impact in the community.

To ensure the program's financial sustainability, the advisory committee is committing funds from its own organizations, in addition to in-kind support of staff time and resources. They are also requesting for Optional 1% #15 Sales Tax revenues to be used for costs associated with the production of "My Trib," books for schoolchildren, and outreach materials.

Conclusion

The *We Read* program plays an important role in Natrona County's efforts to improve the reading proficiency of its children. Its unique use of the leadership and resources of the library, community newspaper, local school district and private partners has resulted in a community-wide emphasis on the importance of literacy. However, the need for the program still exists: 18% of Natrona County's third graders are not proficient readers. We must take advantage of the resources in place and continue the *We Read* program.

Sources cited:

Wyoming Department of Education. (2012). *Every Student Counts/State Report Card, 2009-2010*

Hernandez, Donald, April 2011. *Double Jeopardy: How Third-Grade Reading Skills and Poverty Influence High School Graduation*. Annie E. Casey Foundation.

Kingsley, G. Thomas and Hende, Leah, August 2010. *Using Data to Promote Collaboration in Local School Readiness Systems*. The Urban Institute.

Lindsay, Jim, August 2010. *Children's Access to Print Material and Education-Related Outcomes: Findings from a Meta-Analytic Review*. Learning Point Associates.

The Annie E. Casey Foundation, 2010. *Early Warning! Why Reading by the End of Third Grade Matters*.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
NATRONA COUNTY SCHOOL DISTRICT #1, CASPER STAR-TRIBUNE AND
NATRONA COUNTY PUBLIC LIBRARY**

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as "MOU") is made and entered into on December 10, 2014 between the Casper Star-Tribune ("CST"), the Natrona County School District #1 ("NCSD"), and the Natrona County Public Library ("NCPL") for the purpose of conducting the "We Read" program.
2. **Purpose and Intent.** The purpose of this MOU is to describe the shared powers and duties of the parties for the administration, conduct, and achievement of the We Read program's common purposes. We Read is a community-wide literacy program with two goals:
 - a. Every Natrona County student reads at or above grade level by the end of the third grade; and
 - b. Literacy becomes a core community value.
3. **Background.** In Natrona County in 2010, nearly 3 out of every 10 high school students dropped out or didn't graduate from high school on time. Since low reading proficiency in the third grade is linked to high school dropout rates and the long-term economic consequences of a low-skilled workforce, lack of reading proficiency is a community problem. The We Read partnership was formed in 2011 to address this long-term issue.
4. **Deliverables.** The We Read program uses elements designed to have the most impact possible in improving the reading proficiencies of third-graders and establishing literacy as a community value. These elements include:
 - a. **Personal Library-Building.** There is a direct link between children's ownership of print material and their motivation to read, their positive attitude toward reading, emergent literacy skills and reading performance. Through the We Read program, every K-3 student in Natrona County will receive a new, age-appropriate book each month.
 - b. **Youth Magazine.** "My Trib" is a weekly 12-page children's magazine. "My Trib" contains information relevant to the books K-3 students receive, as well as literacy-building games, activities and stories. A calendar of youth-oriented literacy activities in the community is also included. Every week, each household will receive a "My Trib" via the CST's distribution system.
 - c. **Marketing.** "Spend 20 minutes a day reading with someone special" is the message We Read broadcasts. Marketing can be conducted via any and all media.
 - d. **Other deliverables:** We Read may develop other deliverables to support the program's objectives from time to time.

5. **Structure and Responsibilities.** The following organizational structure is used to implement the We Read program.
- a. **Advisory Committee.** The Advisory Committee provides overall direction, funding, budgeting and leadership. It coordinates the implementation of program elements and leads program outreach efforts. Membership includes the CST Project Director, the CST Publisher, the NCSD Superintendent, the NCPL Director, and Susie McMurry from the McMurry Foundation.
 - b. **Content Committee.** The Content Committee determines the information and materials to be included in "My Trib." Production of "My Trib" draws heavily from the expertise of each partner's staff. Forecasting book titles for K-3 distribution is essential for the Committee to coordinate the several We Read deliverables. Membership includes the CST Project Director, the Casper Journal Publisher, the NCPL Director, NCPL staff and NCSD staff. CST and NCPL Co-Chair this Committee.
 - c. **Marketing Committee.** The Marketing Committee creates messaging, designs materials, and then implements the We Read marketing campaign. Membership includes the CST Project Director, a CST graphics designer, and public relations staff from NCSD and NCPL. CST Chairs this Committee.
6. **Specific Functions and Activities.**
- a. **Functions and Activities of CST:**
 1. CST agrees to provide overall We Read leadership
 2. CST agrees to provide fiscal agent duties
 3. CST agrees to provide talent to develop and distribute "My Trib" throughout the community using its distribution system
 4. CST agrees to distribute K-3 books to private and home schools
 5. CST agrees to provide key leadership, marketing, and content personnel to attend We Read committee meetings and implement program elements
 6. CST agrees to provide in-kind support to achieve the We Read objectives.
 - b. **Functions and Activities of NCSD:**
 1. NCSD agrees to provide funding, acquisition, and distribution of K-3 books to NCSD students
 2. NCSD agrees that classroom teachers will distribute K-3 books and incorporate the books and "My Trib" into their classroom activities
 3. NCSD recognizes the importance of the We Read program to achieve NCSD goals and will provide senior leadership at Advisory Committee meetings.
 4. NCSD agrees to provide emergent reading and literacy experts to attend monthly Content Committee meetings and to provide weekly content for "My Trib."
 5. NCSD agrees to provide a community relations expert to attend monthly Marketing Committee meetings
 6. NCSD agrees to provide in-kind support to achieve the We Read objectives.

c. Functions and Activities of NCPL:

1. NCPL agrees that librarians will incorporate K-3 books and "My Trib" into NCSD's Discover professional development programming
2. NCPL agrees to provide emergent reading and literacy experts to attend monthly Content Committee meetings and to provide weekly content for "My Trib."
3. NCPL recognizes the importance of the We Read program to our community and will provide senior leadership at Advisory Committee meetings.
4. NCPL agrees to provide a community relations expert to attend monthly Marketing Committee meetings
5. NCPL agrees to provide in-kind support to achieve the We Read objectives.

d. Functions and Activities of all Parties:

1. Promote We Read and "My Trib" in various ways and venues
2. Seek funding opportunities to sustain the We Read program
3. Attachment 1 summarizes current specific We Read activities

7. General Provisions:

- a. **Amendments.** Any party may request changes in this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between parties to this MOU shall be incorporated by written instrument, executed and signed by all parties to this MOU.
- b. **Term of MOU.** This MOU shall commence upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU, and shall remain in full force and effect until terminated.
- c. **Termination.** Any party may terminate this agreement at any time by providing the other party at least ninety (90) days written notice of the intent to terminate.
- d. **Applicable Law.** The laws of the State of Wyoming shall govern the interpretation and enforcement of this MOU. The courts of the State of Wyoming shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the Seventh Judicial District, Natrona County, Wyoming.
- e. **Entirety of Agreement.** This MOU, consists of four (4) pages, and represents the entire and integrated agreement between the parties which supersedes all prior negotiations, representations and agreements, whether written or oral.
- f. **Severability.** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect.
- g. **Ownership of Materials.** Any educational materials provided or developed in relation to this MOU shall remain the property of _____ and may not be duplicated or used for purposes not approved by the We Read Advisory Board.
- h. **Sovereign Immunity.** The CST, NCSD, and NCPL do not waive sovereign immunity

by entering into this MOU, and specifically retain all immunities and defenses provided as sovereigns pursuant to Wyo. Statute §1-39-104(a) and other applicable laws with respect to any action based on or occurring as a result of this MOU.

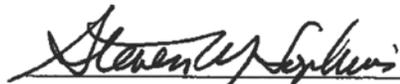
- i. **Informal Dispute Resolution.** The parties agree to attempt, in good faith, to resolve through informal dispute resolution methods any dispute arising under this MOU. Inherent in the relationship between the parties is the right of each party to elevate an issue of importance to its decision-making authority. The party's decision making authority shall notify the other parties of the issue in dispute and request a face to face meeting to negotiate a resolution.
- j. **Indemnification.** Each party shall hold harmless, defend, and indemnify each other, its officials, officers, agents and employees, against all actions, claims, damages, costs, expenses, judgments, administrative proceedings, including attorney fees and costs, arising out of producing the We Read program.
- k. **Previous Agreements.** This agreement does not limit, supersede, or alter any previous arrangements made or agreements entered into by the CST, NCSD, or NCPL.

8. **Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signatures last affixed to this page.

Dated this 10th day of December, 2014.

NATRONA COUNTY SCHOOL DISTRICT



Superintendent, Steve Hopkins

10 Dec 2014
Date

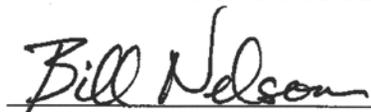
CASPER STAR-TRIBUNE



Publisher, Nathan Bekke

10 Dec 2014
Date

NATRONA COUNTY PUBLIC LIBRARY



Director, Bill Nelson

10 Dec 2014
Date

We Read MOU -- Attachment 1

Project Coordination and Administration			
	NCS D #1	CST	NCPL
Program Admin and Sustainment	<ul style="list-style-type: none"> - Provide oversight for the project - Provide personnel to develop content and marketing efforts - Provide funds to purchase books and other funds/in-kind support to sustain the We Read Program - Solicit and receive funds from local foundations and business sponsors 	<ul style="list-style-type: none"> - Provide oversight for the project - Provide personnel to develop content and marketing efforts - Serve as the Lead Agency - Serve as the fiscal agent - Host and coordinate monthly meetings for the project - Provide funds and in-kind support to sustain the We Read Program - Solicit and receive funds from local foundations and business sponsors - Provide in-kind newspaper advertising space 	<ul style="list-style-type: none"> - Provide oversight for the project - Provide personnel to develop content and marketing efforts - Provide funds and in-kind support to sustain the We Read Program - Solicit and receive funds from local foundations and business sponsors
Advisory Committee	<ul style="list-style-type: none"> - Superintendent attends monthly meetings - Provide accountability with NCS D staff, ensuring meeting attendance and assigned deliverables - Oversee development and follow-up on project activities, including training, teacher involvement and evaluation of project 	<ul style="list-style-type: none"> - Publisher attends monthly meetings - Provide accountability with CST staff, ensuring meeting attendance and assigned deliverables - Oversee development and follow-up on project activities and evaluation of project 	<ul style="list-style-type: none"> - Director attends monthly meetings - Provide accountability with NCPL staff, ensuring meeting attendance and assigned deliverables - Oversee development and follow-up on project activities, including training, community involvement and evaluation of project
Content Committee	<ul style="list-style-type: none"> - One or more reading and literacy experts attend monthly meetings to develop information for My Trib 	<ul style="list-style-type: none"> - Host and Chair monthly meetings - Lead production of MyTrib weekly 12-page insert 	<ul style="list-style-type: none"> - One or more reading and literacy experts attend monthly meetings to develop information for My Trib
Marketing Committee	<ul style="list-style-type: none"> - 1 or more staff attend monthly meetings - Assist in developing and editing marketing campaign materials and scripts - Provide expertise and ideas for communicating with teachers, students and parents - Provide expertise in marketing and development of marketing materials 	<ul style="list-style-type: none"> - Host and Chair monthly meetings - Lead developing and editing marketing campaign materials - Provide expertise and ideas for leveraging paid advertising opportunities 	<ul style="list-style-type: none"> - Staff attend monthly meetings - Assist in, developing and editing marketing campaign materials and scripts - Provide expertise and ideas for communicating with librarians, library patrons and general public - Provide expertise in marketing and development of marketing materials

Project Elements and Ongoing Tasks			
	NCS D #1	CST	NCPL
My Trib	<ul style="list-style-type: none"> - Produce weekly kids' activities related to books and curriculum (1 pg of content) - Provide weekly literacy / school event info for calendar - Distribute copies of MyTrib in the K-3 classrooms and via racks at schools 	<ul style="list-style-type: none"> - Provide syndicated content (Mini Page – 2 pgs; Serial Stories – 4 pgs) - Provide graphic design and editing - Weekly production, printing and distribution 	<ul style="list-style-type: none"> - Produce weekly content and activities encouraging early literacy concepts (2 pgs of content) - Produce weekly author spotlight (1/2 pg) - Provide weekly literacy / library event info for calendar - Distribute at NCPL service desks
Book Acquisition and Distribution	<ul style="list-style-type: none"> - Select and acquire grade-appropriate books for K-3 - Teachers incorporate books into classroom activities, actively encourage student use of books / My Trib - Provide book selection lists to CST and NCPL with adequate time to produce related content for My Trib - Distribute books to all NCS D K-3 students 	<ul style="list-style-type: none"> - Distribute books to private and homeschool K-3 students - Produce bookmarks /infosheets for monthly distribution with books to encourage use and explain the program to parents and students 	<ul style="list-style-type: none"> - Assist in creation / production of monthly bookmark / infosheets - Encourage use of books / MyTrib in classroom visits and library programs
Marketing - General Campaign	<ul style="list-style-type: none"> - Provide ideas for ads, promo and print materials - Provide contact info for local people to appear in ads - Write, refine and edit print materials and scripts as assigned by committee - Provide printing services for fliers, bookmarks, and other print materials - Distribute materials intended for teachers, parents and students - Provide theater ad space for We Read content (as part of the school district's annual theater ad subscription) 	<ul style="list-style-type: none"> - Provide graphic design and production services for ads, promo and print materials - Write, refine and edit print materials and scripts as assigned by committee - Coordinate photo shoots with local people for use in ads - Coordinate ad production with applicable media agencies 	<ul style="list-style-type: none"> - Provide ideas for ads, promo and print materials - Provide contact info for local people to appear in ads - Write, refine and edit print materials and scripts as assigned by committee - Provide distribution services for materials intended for librarians, library patrons or the general public
Marketing - Website	<ul style="list-style-type: none"> - Promote WeRead and My Trib online via NCS D website and social media pages 	<ul style="list-style-type: none"> - Provide development and hosting services - Make weekly content updates (adding this week's My Trib) 	<ul style="list-style-type: none"> - Provide access to 100 Books lists and Bookflix online - Provide weekly web activity content related to books/authors - Promote WeRead and My Trib online via library website and social media pages

Marketing – Feedback / Surveys	<ul style="list-style-type: none"> - Refine and edit survey - Print, distribute and collect copies of survey to students / parents in grades K-3 	<ul style="list-style-type: none"> - Develop / edit annual survey questions - Include survey in My Trib - Receive surveys via mail, NCSD and online - Tabulate results from both online and print surveys 	<ul style="list-style-type: none"> - Refine and edit survey - Create online version of surveys - Receive surveys from general public at library branches and input into online form - Provide annual Survey-Monkey membership to make survey available online
Marketing – Outreach	<ul style="list-style-type: none"> - Provide staff to man booths at local events/tradeshows throughout the year, including weekend and summer events - Provide booth activity ideas and materials as needed 	<ul style="list-style-type: none"> - Coordinate participation in local events and tradeshows as appropriate - Provide promo items to hand out at booths - Provide staff to man booths at local events/tradeshows - Provide booth activity ideas and materials as needed 	<ul style="list-style-type: none"> - Provide staff to man booths at local events/tradeshows throughout the year, including weekend and summer events - Provide booth activity ideas and materials as needed



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

RECEIVED

FEB 09 2015

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date February 6, 2015

Total Amount of Optional 1% Sales Tax Funds Requested \$ 21,815.00

PROJECT DESCRIPTION

Project Name: Natrona County Meals On Wheels Vehicle Purchase

Name and Address of Sponsoring Organization/Agency: Natrona County Meals On Wheels

1760 East 12th Street

Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Jamie Loveall, Executive Director of Natrona County Meals On Wheels

1760 East 12th Street, Casper, WY 82601

Jamie@mealswheels.com 307-265-8659

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Natrona County Meals On Wheels (NCMOW) would like to purchase an eco-friendly and economical vehicle primarily for the agency's social worker to use when she completes the required assessments each day. This vehicle would also be used for in state travel to various educational trainings and informational meeting required for Federal and State grants. It may also be used to deliver meals from time to time as well. NCMOW currently owns a 2008 Kia minivan. This vehicle is aging and not very economical compared to newer vehicles. The minivan is often needed to pick up groceries and other supplies from the local food banks and pantries as well as other donations. Often the time frame in which these items need to be picked up is brief. There are times NCMOW has not been able to retrieve said items as the minivan is in use by the social worker. Having an additional vehicle would allow NCMOW to save money on gas, and take advantage of free and low cost supplies decreasing or grocery bills.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Currently NCMOW has a long standing lease with the City of Casper for the building which it occupies. NCMOW does own the contents inside the building just not the building itself. However, NCMOW maintain the building and it contents inside the building as well as the outer grounds including the landscaping and parking lot.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

NCMOW provides nutritionally balanced home delivered meals to over 350 seniors age 60 and over in Natrona County 260 days a year. These seniors are homebound, without a caregiver or unable to prepare meals for themselves daily. In the fiscal year 2013-2014 NCMOW delivered a total of 164,758 meals to approximately 830 unduplicated clients. Some of these clients received meals through the Medicaid Waiver program. A large number of those served, approximately 85%, live well below the federal poverty level. Meals are provided to various ethnic groups.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Fuel and maintenance will be funded out from local donations and fundraising. If 1% Sales Tax is not granted NCMOW would not be able to make this purchase at this time.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

This project is a one-time purchase and would not be completed in phases. No future funding would be required from the Optional Sales tax.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Yes. NCMOW provides home delivered meals 260 days a year to approximately 830 unduplicated clients a year. Over 65 % of the 1.8 million dollar budget comes from Federal and State Funding. Our Federal and State grant contracts require an intake and nutritional assessment when a senior starts receiving meals. NCMOW is required to then follow up yearly on the client's anniversary date to re-assess each client. The seniors we serve are not able to complete the required assessment at the NCMOW office as they are most often homebound, therefore we are responsible to completed these required reports in their homes.



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: Natrona County Meals On Wheels Vehicle Purchase

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$ 21,815.00	\$	\$	\$
Grants:				
Private	\$	\$	\$	\$
Federal	\$	\$	\$	\$
State	\$	\$	\$	\$
*Donations (cash)	\$1,600.00	\$1,500.00	\$1,400.00	\$1,300.00
*Donations (in-kind)	\$	\$	\$	\$
Project Income	\$	\$	\$	\$
**Loans	\$ _____	\$ _____	\$ _____	\$ _____
 TOTAL FUNDING AVAILABLE	 \$23,415.00	___\$1,500.00	___\$1,400.00	___\$1,300.00

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Not applicable for this request

Engineering/Architectural Fees
(Design/Construction Administration)

\$ _____

• Contingency

\$ _____

Land Costs

\$ _____

Construction Costs (Labor and Materials)

\$ _____

• Contingency

\$ _____

Furnishings

\$ _____

Equipment Acquisition

\$ _____

TOTAL

\$ _____

Estimated Annual Operating/Maintenance Costs

\$ _____

Source of Funding for Operating Costs

• Please provide specific revenue source(s) to support this project

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

- (a) The governing body of any city or town may make appropriations from the city or town general fund for:
 - (i) Advertising the resources of the city or town;
 - (ii) Furthering its industrial development; or
 - (iii) Encouraging exhibits at fairs, expositions and conventions.
- (b) No appropriation may be for the express aid of any private citizen, firm or corporation.

Fiscal Year 2014-2015 Approved Budget

	A	B	C	D	K	L	M
1	NO. #	ACCOUNTS	DESCRIPTION		APPROVED FY15 BUDGET	SUB TOTALS BY CATEGORY	
3	41000		Governmental Funding			436,865	
4	5501.1	State Grant -			25,461		
5	5502.1	Federal Grant -			326,979		
6	5503.1	NSIP	per C-2 estimate of meals		84,425		
7	6450		Program Income - Waiver			161,186	
8		Waiver Meals-Non Srs.			56,984		
9		Waiver Meals-Senior			104,203		
10	5000		Grants - Government			445,880	1,043,931
11		CAP County Match for AOA			9,600		
12		Mills/Local Match for AOA			0		
13		WSSB Basic & Formula & Wage Supplement Grants			436,280		
14	41500		Grants - Non Government			65,890	
15	4001.1	Local United Way Match for AOA - United Way			65,000		
16	4001.2	United Way CTC			890		
17	5100		Grants - Non Government			101,000	
18	5006.1	Additional Grants (Exxon, Daniels)			101,000		
19	5009.1	Other Grants					
20	4200		Meals on Wheels Foundation			77,659	244,549
21	4601.1	5% of corpus to MOW organization annually to satisfy IRS					
22		requirements (figured on a corpus of \$1,477,400)			77,659		
23	42500		Program Income- Non Gov			96,425	96,425
24		Delivered Meals-Seniors/ Program Income			101,000		
25		Delivered Meals-Non Srs./Program Income			500		
26		Less: anticipated write off & adjustments			(5,075)		
27	42600		Other Meal Income			4,750	
28	6405.1	Walk-In Sales			4,500		
29	6406.1	Other Sales to the Public			250		
30	4300		General Fund Contributions			219,000	

Fiscal Year 2014-2015 Approved Budget

	A	B	C	D	K	L	M
1	NO. #	ACCOUNTS	DESCRIPTION		APPROVED FY15 BUDGET	SUB TOTALS BY CATEGORY	
31			Donations - Unrestricted :				
32	4076.1	Misc. Donations (Unsolicited, Honor Gifts)			70,000		
33	4076.3	Corn Maze Donations - F			35,000		
34	4077.2	Meal Scholarship Restricted - P			1,000		
35	4078.1	Memorials			18,000		
36	4080.1	Year End letter of Appeal			77,565		
37	4080.2	Spring Letter of Appeal			14,935		
38	4080.3	Fall Letters of Appeal			2,500		
39	4301.1	Legacies and Bequests - Dove Trust			0		
40	44000	Special Events				69,000	
41	4202.5	Bubbles, Baubles, 'n Beans			68,000		
42	4205.1	Other (i.e. football game, etc.)			1,000		
43							
44	44500	In-Kind Income				187,910	
45	4053.1	In-kind Food			22,000		
46	4054.1	In-Kind Other - Bank Service Fees			2,000		
47	4056.1	In-Kind Facility MOW			106,852		
48	4057.1	In-Kind Mileage - IRS mileage increased			55,858		
49	4059.5	In-Kind Advertising - special events			1,200		
50	45000	Investment Income				19,740	19,740
51	6501	Interest Income - Unrestricted & Restricted			988		
52	6513	Dividend Income - Unrestricted & Restricted			6,752		
53	6517	Unrealized Gains/Loss - Unrestricted & Restricted			12,000		
54							
55	4900	Other Income				0	480,660
56	4901	Gain/Loss on disp of Assets - P			0		
57	6601.3	To MOW from Foundation for Clerical and Administrative			0		
58		services @ \$300/mo.			0		
59	6602.3	To MOW from Foundation for Office Rent, Phone, Basic Supplies, etc			0		
60		at \$200/mo.			0		

Fiscal Year 2014-2015 Approved Budget

	A	B	C	D	K	L	M
1	NO. #	ACCOUNTS	DESCRIPTION		APPROVED FY15 BUDGET	SUB TOTALS BY CATEGORY	
61	6604.3		MOW Foundation - Other Income		0		
62	6,605		Foundation - W/C insurance		0		
63			TOTAL INCOME		1,885,306	1,885,306	1,885,306
64							
65			EXPENSES				
66	7000		Salaries		2% raise over 1 yr employ & 2% bonus	530,243	
67			Executive Salary		58,706	3% raise	
68			Clerical Salary		135,621		
69			Kitchen Staff		260,996		
70			Maintenance/ Custodian		33,932		
71			Social Worker Salary		40,989		
72			Salaries - Other				
73	71000		Employee Benefits			97,000	
74			Health & Life & Dental (new ins. Company & 2 new employees)		77,000 estimated		
75			Retirement: 4% from board		20,000		
76							
77	72000		Payroll Taxes			65,962	693,205
78			Social Security & Medicare (.0765)		40,564		
79			Unemployment Insurance		12,673		
80			Workers Compensation		12,726		
81	73000		Investment Expense			1,587	

Fiscal Year 2014-2015 Approved Budget

	A	B	C	D	K	L	M
1	NO. #	ACCOUNTS	DESCRIPTION		APPROVED FY15 BUDGET	SUB TOTALS BY CATEGORY	
82	7401	Ineterest Expense - A			131		
83	7450	Investment Expense			1,456		
84	8000	Professional Fees				26,975	
85		Audit & 990 Prep			18,550		
86		Consulting - Fundraising			0		
87		Computer Services + Donor Daba Software			6,905		
88		Drug Testing & Staff Health			520		
89		Staff Uniforms - T-shirts for staff			500		
90		Consulting Fees - Dietician			500		
91	8100	Supplies				732,508	
92		In Kind Food (fair meat)			22,000		
93		Food Usage (increased due to lack of meat donations)			553,500	3% increase due to no NS	
94		Office Supplies			14,833		
95		Kitchen Supplies			24,724		
96		Home Delivered Meal Supplies			117,451		
97	8200	Telephone and Internet				6,605	
98	8200	Telephone			3,605		
99	8250	Internet			3,000		
100	8300	Postage & Shipping				6,500	
101					6,500		
102	8400	Occupancy Costs				86,525	86,525
103	8401.1	Pre-paid Land Lease					
104	8400.3-8404.1	Insurance			19,907		
105	8404.1	Exterminator			529		
106	8405	Electricity			33,252		
107	8406	Gas			6,805		
108	8408	Water & Sanitation			4,579		

Fiscal Year 2014-2015 Approved Budget

	A	B	C	D	K	L	M
I	NO. #	ACCOUNTS	DESCRIPTION		APPROVED FY15 BUDGET	SUB TOTALS BY CATEGORY	
109	8409		Inside Maintenance		939		
110	8410		Outside Maintenance		13,355		
111	840.2		Solar System Repairs & Maintenance		250		
112	8412.1		Taxes, License, and Permits		300		
113	8414		Janitorial Services		4,200		
114	8415		Janitorial Supplies		2,100		
115	8417		Dishonesty Bond		310		
116	8500		Equipment Rental & Maintenance			26,325	
117	8501		Equipment Rental		1,500		
118	8502		Office Eq, Hardware, Mntce/Support		250		
119	8503		Maintenance Contract		5,000		
120	8504		Kitchen Equipment Repair		14,000		
121	8506		Janitorial Equip. Repair - P		150		
122	8507		Building Repair		4,500	portical repairs/downspouts	
123	8508		Vehicle Repair & Maintenance		925	Van is aging	
124	8600		Printing & Publication			4,300	
125	8601		Printing, Publications, Advertising		4,300		
126	8700		Travel			3,300	
127			(Mileage, gas in Van, Airfare, Meals, Lodging)		3,300		
128	8800		Conferences, Conventions, Meetings			1,792	
129	8800		Workshops, Conferences & Meetings		637		
130	8855		Continuing Education - including staff training at MOW		945		
131	8857		Safety & Training Cont. Ed for more DVD & online in house training		210		
132	8900		Special Events Expenses			27,924	
133	8902		Misc. Fundraiser - newsletters		5,600		
134	8903		Annual Dinner Expense		2,453		
135	8905		BBB & MISC OTHERS		18,555		
136	8905		Corn Maze - Expenses - F		1,316		
137	9000		Membership Dues			1,555	
138			Wyoming Senior Project Directors - Nov		0		
139			MOWAA		150		

Fiscal Year 2014-2015 Approved Budget

	A	B	C	D	K	L	M
1	NO. #	ACCOUNTS	DESCRIPTION		APPROVED FY15 BUDGET	SUB TOTALS BY CATEGORY	
140			Corporate Insurance Management, Inc		150		
141			Senior Network for Social Worker		75		
142			Sam's Club Charge Privilege: Apr. \$160		160		
143			Service Club for Director & Social Worker		1,020		
144	9000		Other Expense Adjustments				
145			Grant to Foundation				
146	9100		Recognition - Volunteers, Staff, Donors			21,521	
147		9101	Volunteer		17,625		
148		9102	Recipient		95		
149		9103	Staff Recognition		2,861		
150		9104	Donor Relations		939		
151	9300		In-Kind Expense			165,910	
152		9305	In-Kind Facility MOW		106,852		
153		9307	In-Kind Mileage		55,858		
154		9306	In-Kind Advertising - special events		1,200		
155		9308	In-Kind Bank Service Fees		2,000		
156	9400		Miscellaneous Expenses			1,419	
157			Admin fees on vendor accounts, bank fees & Interest exp., finance charges,		1,419		
158	9500		Depreciation			41,000	41,000
159			Equipment (Van depreciated out)		41,000 w/new equip		
160			Write Offs and Adjustment			5,075	1,033,295
161			See income program income write offs & adjustments		5,075		
162			Grand Total Expenses		1,854,026	1,854,026	1,854,026
163			Predicted Surplus/Deficit			31,280	
164							

CNGP530

VEHICLE

CONFIRMATION

01/30/15 14:05:51

==>

Dealer: F56402

2015 FOCUS

Page: 1 of 2

Order No: 0001 Priority: 80

Order Type: 2 Price Level: 515

Ord Code: 201A Cust/Flt Name:

PO Number:

RETAIL

RETAIL

P3F 4-DR SEDAN SE \$18460

44W 6-SPD AUTO TRAN \$1095

YZ OXFORD WHITE

TAP .P215/50R17 NC

F LTHR-TRIM BKT

JOB #2 ORDER

W CHARCOAL BLACK

47W COLD WTHR PKG 645

201A EQUIP GRP 1995

A-WTHR FLR MATS

.SE APPEAR PKG

HEATED SEATS

.AMBIENT LIGHT

HTD STRNG WHEEL

.FOG LAMPS

PWR/HTD MIRROR

.17" DK PNTD ALU

TOTAL BASE AND OPTIONS 23655

.RUNNNG LGHT LED

TOTAL 23655

.PERIMETER ALARM

THIS IS NOT AN INVOICE

.SEL SHIFT (SST)

.SIR SAT RADIO

* MORE ORDER INFO NEXT PAGE *

.REAR SPOILER

992 .2.0L I4 GDI ENG NC

F8=Next

CNGP530

VEHICLE

CONFIRMATION

01/30/15 14:05:55

==>

Dealer: F56402

2015 FOCUS

Page: 2 of 2

Order No: 0001 Priority: 80

Order Type: 2 Price Level: 515

Ord Code: 201A Cust/Flt Name:

PO Number:

RETAIL

RETAIL

41H ENG BLOCK HEAT NC

66F REMOTE STRT SYS 445

76F S/STL SCUFF PLT 95

90A KEYLSS KEYPAD 95

GASOLINE FFV

FUEL CHARGE

ADV ASSESSMENT

DEST AND DELIV 825



307.261.3754

Brett.Osborne@GreinerMotors.com

-Casper-Douglas WY

Ford-RAM-GMC

Here is 2015 Focus order from factory

After rebates:

\$21,815.00

Thank you, Brett Osborne

307.261.3754

TOTAL BASE AND OPTIONS 23655

TOTAL 23655

THIS IS NOT AN INVOICE

F7=Prev

F3/F12=Veh Ord Menu

F1=Help

F2=Return to Order

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC03176



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248222119
Mar. 30, 2011 LTR 4168C E0
83-0214230 000000 00

00015099
BODC: TE

NATRONA COUNTY MEALS ON WHEELS
1760 E 12TH ST
CASPER WY 82601-4005

Employer Identification Number: 83-0214230
Person to Contact: Kaye Keyes
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Mar. 21, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in August, 1973.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248222119
Mar. 30, 2011 LTR 4168C E0
83-0214230 000000 00
00015100

NATRONA COUNTY MEALS ON WHEELS
1760 E 12TH ST
CASPER WY 82601-4005

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager
Accounts Management Operations

Natrona County Meals On Wheels

Anticipated Funding Source Revenues as Percent of Anticipated Expenses
FY 2014 (BASED UP ON 6 MONTHS OF ACTUALS)
(October 1, 2014 through September 30, 2015)

Federal Funding:	22%
*AOA Grant	17%
*Nutrition Services Incentive Program	4%
State Funding:	33%
*AOA Grant	1%
Medicaid Waiver Client Meals	9%
*WY Senior Services Board Grant	23%
In-Kind Contributions	10%
General Contributions	11%
Special Events	3%
Fees from MOW Recipients	5%
Receipts from United Way	3%
Contributions from MOW Foundation	4%
County Funding (Community Action Partnership)	1%
Other Income	7%
Currently Unfunded	2%

*Provides no funding for non-senior meals

**A THIRD LEASE AMENDMENT BETWEEN THE CITY OF CASPER AND
NATRONA COUNTY MEALS ON WHEELS**

This Third Lease Amendment is entered into by the City of Casper, Wyoming, a Municipal Corporation, 200 North David Street, Casper, Wyoming, 82601, hereinafter referred to as "Lessor", and the Natrona County Meals on Wheels, a private, non-profit organization, 1760 East 12th Street, Casper, Wyoming, 82601, hereinafter referred to as "Lessee." Collectively, the Lessor and Lessee may be referred to as the "parties."

RECITALS

WHEREAS, Lessor and Lessee entered into a Lease Agreement on October 15, 1985, for certain City-owned property located at 1760 East 12th Street; and,

WHEREAS, Lessor and Lessee entered into a Lease Amendment on July 21, 1999, for additional City-owned property located at 1760 East 12th Street; and,

WHEREAS, Lessor and Lessee entered into a Second Lease Amendment on November 18, 2003 to extend the lease term to September 1, 2034; and,

WHEREAS, Lessor and Lessee desire to enter to a Third Lease Amendment to allow for the installation of solar panels on said City-owned property, subject to the terms and conditions contained herein.

NOW THEREFORE, the Lessor hereby agrees to allow the Lessee, at Lessee's sole cost and expense, to install sixty solar panels and associated equipment on the north side of the leased premises subject to the following terms and conditions:

ARTICLE I: INCORPORATION OF RECITALS

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

ARTICLE II: AMENDMENT OF SUBDIVISION AGREEMENT

1. Said solar panels and the associated equipment shall be removed and the site restored to its original condition at the time the solar panels are no longer used or prior to the vacation of the premises by the Lessee. All removal and restoration shall be the sole cost and expense of the Lessee.

2. A wall shall be constructed in front of the solar panels in order to screen and protect the underlying structural elements. Said wall shall be subject to the approval of the Community Development Director.

3. Native grasses or other natural planting, subject to the approval of the Community Development Director, will be installed on the north side of the solar array as screening from the adjoining cemetery site.

4. INDEMNIFICATION AND INSURANCE:

4.1 Prior to commencement of work, Lessee shall procure, and at all times thereafter maintain, with insurer acceptable to the Lessor, the following minimum insurance protecting the Lessee and Lessor against liability from damages because of injuries, including death suffered by persons, including employees of the Lessor, and liability from damages to property arising from and growing out of the Lessee's negligent provision and/or installation of the solar panels and associated equipment.

		<u>LIMITS</u>
A.	Worker's Compensation	Statutory
B.	Comprehensive General Liability	\$500,000 Per occurrence
	Premises/Operations	
	Products/Completed Operations	
	Contractual Liability	

4.2 Lessee shall provide Lessor with certificates evidencing such insurance as outlined above prior to beginning any work under this agreement. Such certificates shall provide the thirty (30) days advance written notice to Lessor of cancellation, material change, reduction of coverage, or non-renewal, and shall list the Lessor as an additional insured.

4.3 In addition, Lessee shall provide Lessor with copies of insurance policies and/or policy endorsements listing the Lessor as an additional insured. City's failure to request or review such insurance certificates or policies shall not affect City's rights or Lessee's obligations hereunder.

4.4 Lessee agrees to forever indemnify the City and hold it harmless from all liability for damage to property or injury to or death to persons, including all costs, expenses, and attorney's fees incurred related thereto, arising from negligence of the Lessee or its contractors.

4.5 It is recognized by and between the parties to this Lease that the insurance requirements contained herein are the maximum liabilities which may be imposed under Wyoming Statutes 1-39-101 et seq. In the event the maximum liability allowed by law is altered, either during the primary term of this lease, or any subsequent terms, then such insurance as outlined above from Lessee shall be amended accordingly so as to provide insurance in an amount equal to or greater than the maximum liability imposed by law. The parties agree that failure to provide proof of insurance as outlined above, or any lapse

in that coverage, will result in the Lessor having the option to immediately terminate this agreement and take possession of the leased premises.

4.6 Lessee shall further provide that the insurance policy meets all of the following criteria: (1) it is primary coverage without any right of contribution from any other insurance policy or other source of the Lessor; (2) the Lessor, its appointed officials, elected officials, employees and agents shall be named as additional insured on said policy; (3) insurance certificates shall provide a thirty (30) day advance written notice to Lessor of cancellation, reduction of coverage, or non-renewal, except ten days for non-payment of premium; (4) the insurance shall be underwritten by acceptable insurers, licensed in Wyoming (unless otherwise approved by the City); said insurance companies having a minimum A.M. Best Company rating of "B++" VI.

4.7 The parties agree and understand that the insurance coverage as provided and set forth above is a material provision of this Lease Amendment. Lessor shall have the unequivocal right to immediately terminate and cancel this Lease, and take possession of the Premises if the insurance required by this Lease is not procured by Lessee, or is otherwise terminated or cancelled by the insurer thereof during the term of this Lease Amendment.

4.8 It is entirely the obligation of the Lessee to provide insurance for its personal property and for that of its employees, agents, licensees, invitees, or any others who may be present at the Premises. The City assumes no responsibility for such property.

ARTICLE III: RATIFICATION

The parties hereto, in consideration of the mutual promises and covenants herein contained, hereby ratify the terms and conditions of October 15, 1985 Lease Agreement, the July 21, 1999 Lease Amendment and the November 18, 2003 Second Lease Amendment entered into by and between them on July 5, 2005, as amended hereby.

Dated this _____ day of _____, 2009.

APPROVED AS TO FORM:

CITY OF CASPER, WYOMING
A Municipal Corporation:



Assistant City Attorney

Kenyne Schlager
Mayor

ATTEST:

V. H. McDonald
City Clerk

WITNESS:

By: Dee Hardy

Printed Name: Dee Hardy

Title: Administrative Secretary

LESSEE:

Natrona County Meals on Wheels

By: Jami Lovell

Printed Name: JAMIE LOVELL

Title: Executive Director



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date 2/9/15

Total Amount of Optional 1% Sales Tax Funds Requested \$ 277,000

PROJECT DESCRIPTION

Project Name: Nicolaysen Capital Improvements

Name and Address of Sponsoring Organization/Agency: Nicolaysen Art Museum
400 E. Collins Dr.
Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Jennifer Dyer
Co-Interim Executive Director
400 E. Collins Dr. Casper, WY 82601
307-235-5247
jdyer@thenic.org

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The Nicolaysen Art Museum is applying for capital improvement funding. Our building is owned by the city and was remodeled in 1990 from the old power plant building into our community's museum and Discovery Center. The building is now 25 years old and there are areas that have not been renovated or improved since it opened. The improvement project will consist of five smaller projects listed below:

1.) Building Signage-The Nicolaysen currently has two small signs on either side of the building. The sign on the front of the building is not located at the entrance, which causes confusion for our traveling visitors. The letters are small and gold in color making it very hard to see as well. The sign on the back of the building is also small and because the lot is set back from the street, it is not visible to the public. We are proposing adding three signs to the building/land. The first sign will be our name and logo back lit and placed above the main entrance. The second sign will be on the side of the building on Kimball Street and will be metal letters that say, "Nicolaysen Art Museum Shop and Discovery Center." Currently there is no signage for these museum services. Finally, we would like to place an electronic messaging system next to the parking lot on the corner of Beech and Collins. This messaging system would allow us to highlight upcoming exhibits, programs, events, and museum happenings. We have bid out this project to three different companies to get the best pricing and product. In addition, we have submitted plot images to the City's planning and zoning to confirm that this would be possible according to our lease and city ordinance. A copy of the bids, plots, and email from the city are included with this application. Total cost for project =\$80,000

2.) Discovery Center Railing and Banister- After reviewing building codes it has come to our attention that there is a safety risk for our current railings and banister in our Discovery Center 2nd floor. We frequently have children on the 2nd floor in our classroom for programming. We would like to place plexi-glass on the inside of the railing and banister to prevent accidents. On the 2nd floor loft area we would like to extend the plexi- glass higher, almost to the ceiling, to create privacy from the 1st floor and 2nd floor. In addition, this would help minimize sound traveling to the 2nd floor that distracts staff and students. A bid for this project is included with this application. Total cost for project =\$7,000

3.) New/Replacement of Windows- The windows that are currently in the building were installed in 1990. The windows are two paned with pressurized gas between the panes. Since then, the seal has been worn down on the windows, releasing the gas and allowing water to seep in between the panes. Because of this, they are not energy efficient as air and water can pass through. In addition, the windows do not have UV ray protection on them. Due to this we cannot show art in the main lobby as the sun will damage the art. We would like to replace the windows with UV protected glass to help reduce our energy bill, as well as allow us to use our lobby for art exhibitions. A copy of the bid is included with this application. Total cost for project =\$150,000

4.) Visitor Restrooms- The handicap bathrooms on the main level of the museum have not been renovated since 1990. The counters are breaking and the sinks occasionally leak water. The flooring is old and peeling. Both bathrooms need to have the light fixtures replaced and walls need to be repainted. Additionally the urinal in the men's bathroom clogs and overflows frequently. The toilets and stalls do not need to be replaced. In the bathroom 3rd bathroom the

floor was replaced with Once Cent #14 funds. However, the sink, counter, light fixtures, and toilet need to be replaced, as the walls need repainted. Our hopes are that between the renovations from One Cent #14 and possibly One Cent pot #15 that the building, other than the Discovery Center and gallery floors, will be updated and not in need of future renovations for many years to come. We would like the museum to be warm and welcoming to our residents and our visitors from out of town. In addition, the museum is the location for several community and private events. With renovations we will be able to increase our rentals and visitation. Please see attached rough estimates. The estimates are not commercial prices. Total cost for project = \$20,00

5.) Phone and Computer Systems- With the changes in technology, our computer and phone systems need to be updated. Our phone system does not have a general voice mail box. Therefore, when the museum is closed or we are unable to answer the phone, the community cannot leave us a message, get any information such as our hours, or access our staff directory. As our marketing and design needs grow, we are unable to install new current software on our computers to create the professional documents that are needed. Instead of hiring an outside marketing firm to provide our products we are in the process of transitioning to an internal team to reduce operation expenses. Our computers have Windows 2007 installed and soon will not be able to have technical support or be able to communicate with newer operating systems. Bids for both a new computer system and phone system are included in this application. Total cost for project = \$20,000

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The Nicolaysen Art Museum leased the building and its grounds from the City Of Casper. We are currently in year 25 of the 40 year contract. The City of Casper as well as the Nicolaysen shares the responsibility of maintaining the building and its grounds. A copy of the lease is included in the application.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The Nicolaysen serves over 19,000 youth each year through our on-site programs and outreach programs within the school district. The Natrona County Recreation Board provides us with attendance and participation records at the end of each school year. Our onsite programs document participation and attendance as well. In addition to our direct services to children, we see over 45,000 visitors throughout the year. We document visitation by our daily sign in sheets and taking counts at our major events. Our visitors are local residents as well as travelers. We serve all ages and all demographics.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales

Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Currently, we have no other funds available for implementing this project. If the 1% funds are not available then we will have to prioritize the projects and apply for additional grants to slowly renovate or update the existing building and systems. The projects could then take quite a few years to complete, depending on funding opportunities. We do have funding for operations and maintenance of the projects.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

It is anticipated that the renovation project will be completed in phases:

Phase I. We would like to install the railing and banister plexi glass to get up to code first. Signage would also be a priority.

Phase II. After the completion of these two projects we would like to install the new phone and computer system. The existing windows would need to be replaced in the summer.

Phase III. The remodel on of the bathrooms would be our last phase of the project. We do not foresee that the entire project would take more than two years.

We anticipate that we would only need funding from the One Cent pot #15 to complete the projects. Maintenance and Operations would be funded through the museum's general operations funding.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Our proposed projects fit within the priorities identified through the citizen survey by involving several of the categories of the survey. Arts and Museums received a vote of 4,000 points. In addition we are a public building that received close to 5,000 points. We are requesting projects that will update our technology and make the building more energy efficient. These items were also listed as categories on the survey. Finally, our services provide programming for youth, adults, and families. Most recently, we have implemented two classes for senior citizens, "Alzheimer's Art" and "Creative Aging." Senior Citizen Services were also a category that received points on the survey.



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: Nicolaysen Capital Improvements _____

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$107,000	\$170,000	\$	\$
Grants:				
Private	\$2000	\$2000	\$	\$
Federal	\$	\$	\$	\$
State	\$	\$	\$	\$
*Donations (cash)	\$2000	\$2000	\$	\$
*Donations (in-kind)	\$	\$	\$	\$
Project Income	\$	\$	\$	\$
**Loans	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL FUNDING AVAILABLE	\$111,000 _____	\$174,000 _____	\$ _____	\$ _____

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Project Signage #1- Aaker signs, Bar D Signs, Atlantic Electric

Project Railing and Banister #2-Glass Doctor

Project Windows #3 –Overhead Door

Project Restrooms #4- Jennifer Dyer Co-Interim Executive Director Nicolaysen

Project Phone and Computers #5-Computer Edge and Hitek Communications

Engineering/Architectural Fees
(Design/Construction Administration) \$ _____

• Contingency \$ _____

Land Costs \$0.00 _____

Construction Costs (Labor and Materials) \$257,000 _____

• Contingency \$ _____

Furnishings \$ _____

Equipment Acquisition \$20,000 _____

TOTAL \$ _____

Estimated Annual Operating/Maintenance Costs \$8,000 _____

Source of Funding for Operating Costs

• Please provide specific revenue source(s) to support this project

The Nicolaysen will use funding from their general operations support grant to pay for the operating and maintenance costs. Funds in the general operating fund come largely from grants and individual donors.

Nicolaysen
One Cent #15 Detailed Budget

Item	Contractor/s	Amount
Electronic Message System + Permit	Bar B Signs, Aaker Signs, City of Casper	\$ 50,000.00
Sign on Front of Building	Bar B Signs, Aaker Signs	\$ 15,000.00
Sign on Side of Building (Kimball St.)	Bar B Signs, Aaker Signs	\$ 5,000.00
Electricity of Electronic Message	Atlantic Electric	\$ 10,000.00
New Windows	Overhead Door	\$ 150,000.00
Railing and Banister Plexi-glass	Glass Doctor	\$ 7,000.00
3 Sinks and Counters	Jennifer Dyer (would need to bid out)	\$ 4,500.00
Men's bathroom flooring	Jennifer Dyer (would need to bid out)	\$ 1,200.00
Women's bathroom flooring	Jennifer Dyer (would need to bid out)	\$ 2,000.00
Urinal	Jennifer Dyer (would need to bid out)	\$ 200.00
3 sets of bathroom lighting	Jennifer Dyer (would need to bid out)	\$ 1,500.00
Ceiling light in men's bathroom	Jennifer Dyer (would need to bid out)	\$ 125.00
paint (3 bathrooms)	Jennifer Dyer (would need to bid out)	\$ 400.00
toilet in upstairs bathroom	Jennifer Dyer (would need to bid out)	\$ 500.00
Labor for 3 bathroom remodels	Jennifer Dyer (would need to bid out)	\$ 9,575.00
13 computers	Computer Edge	\$ 10,400.00
computer set up	Computer Edge	\$ 2,340.00
1 NEC 9100 Cabinet	Hitek Communications	\$ 1,210.00
16 NEX 9100 phones	Hitek Communications	\$ 1,210.00
1 polycom conference phone	Hitek Communications	\$ 1,210.00
16 POE power supplies	Hitek Communications	\$ 1,210.00
16 24 button phones	Hitek Communications	\$ 1,210.00
1 installation programming/training	Hitek Communications	\$ 1,210.00
Total		\$ 277,000.00
Operation/Cost Estimates	Responsible Party	Amount
Lifetime Maintanance	Building Super	\$ 8,000.00
Total		\$ 8,000.00

Nicolaysen Funding Timeline
One Cent #15

Phase I

July 1, 2015- September 30, 2015 (Banister & Railing Project)

- A. Contract Glass Doctor for Banister and Railing
- B. Order materials for Banister and Railing
- C. Install plexi-glass for Banister and Railing

July 1, 2015- October 31, 2015 (Signage Project)

- A. Contract signage company
- B. Contract electrician
- C. Order materials
- D. Acquire City of Casper permit and Planning and Zoning verification
- E. Install electricity
- F. Install front of building sign
- G. Install side sign (Kimball St.)
- H. Install Electronic Message System

Phase II

November 1, 2015-December 31, 2015 (Phone and Computer Project)

- A. Contract computer edge
- B. Back all computer up
- C. Install new computers
- D. Contract Hitek Communications
- E. Install new computers

May 1, 2015-August 1, 2015 (Window Project)

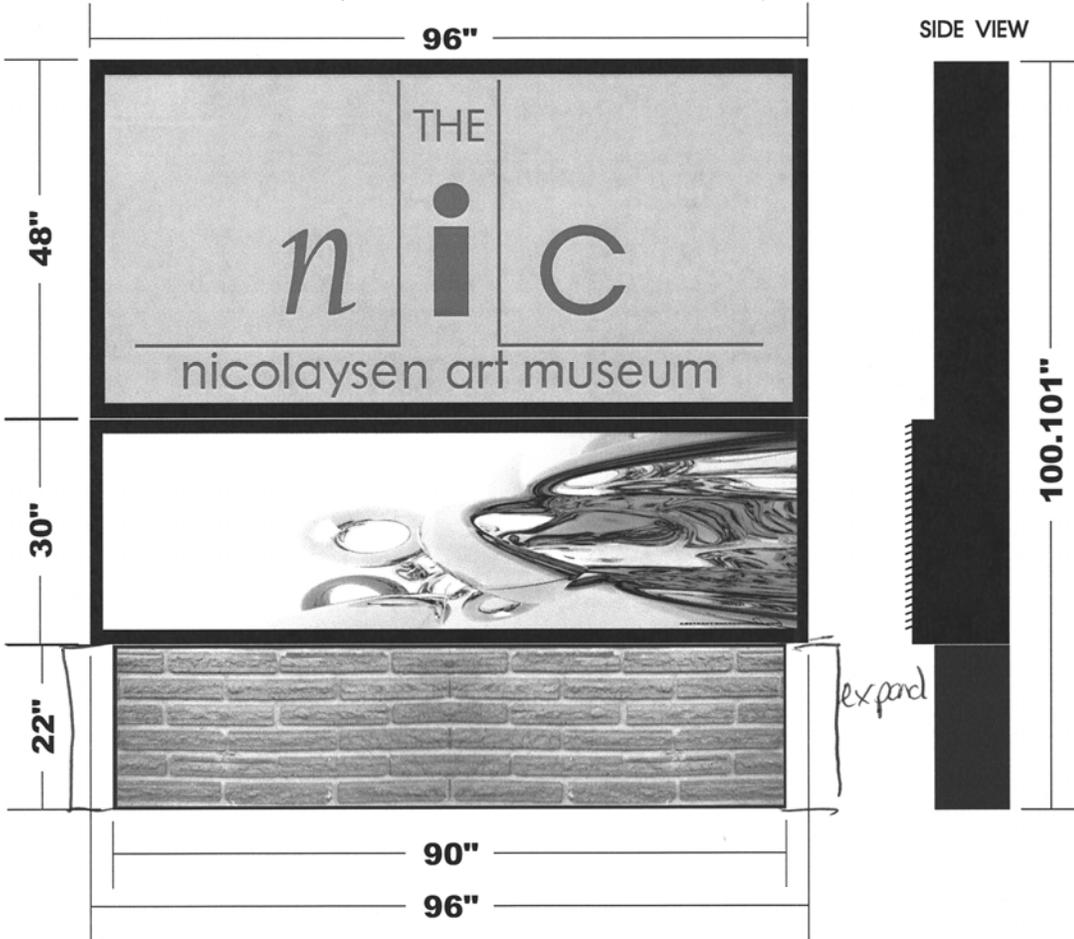
- A. Contract Overhead Door
- B. Order Windows
- C. Installation of windows

Phase III

January 1, 2016- May 31, 2016 (Bathroom remodel)

- A. Bid out job/s
- B. Order materials
- C. Install new materials

1- SINGLE SIDED ILLUMINATED CABINET / TRANSLUCENT VINYL LETTERING
 1- FULL COLOR DIGITAL LED MESSAGE DISPLAY (SINGLE SIDED)
 RED MASONARY BRICK BASE (BRICKS TO MATCH EXISTING BUILDING)



APPROVED BY:

Job Description:

Furnish and install illuminated sign structure

Bar-D Sign will endeavour to produce the highest quality product for your needs and will only proceed with final production once you are completely happy with the design. We will supply a copy of the layout for your approval and once we receive written confirmation that you are satisfied with the artwork it will be passed to the fabrication department. The cheapest and quickest method is an electronic proof. We will email you a PDF file (you will need the free Adobe Reader programme on your computer to view it). If all is OK then an email confirmation is sufficient to allow production to proceed. Minor corrections can be incorporated very quickly if necessary. Major alterations will lengthen the turnaround time and may incur an extra charge.



Client:
 Nicolaysen
 Art Museum

Date:
 Jan. 27, 2015

Designer:
 Pete

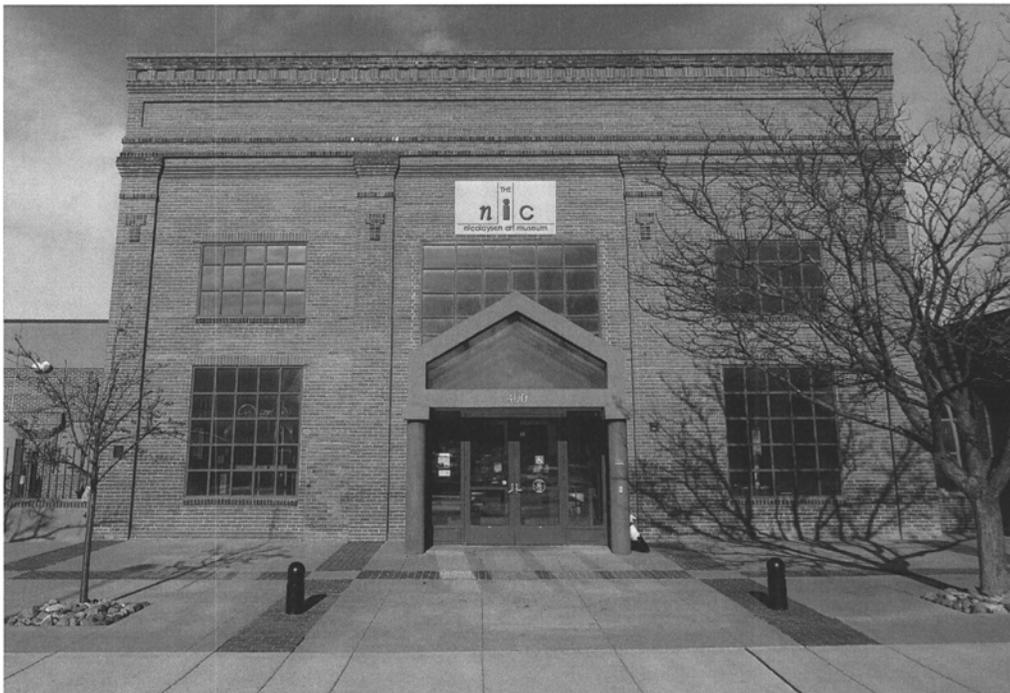
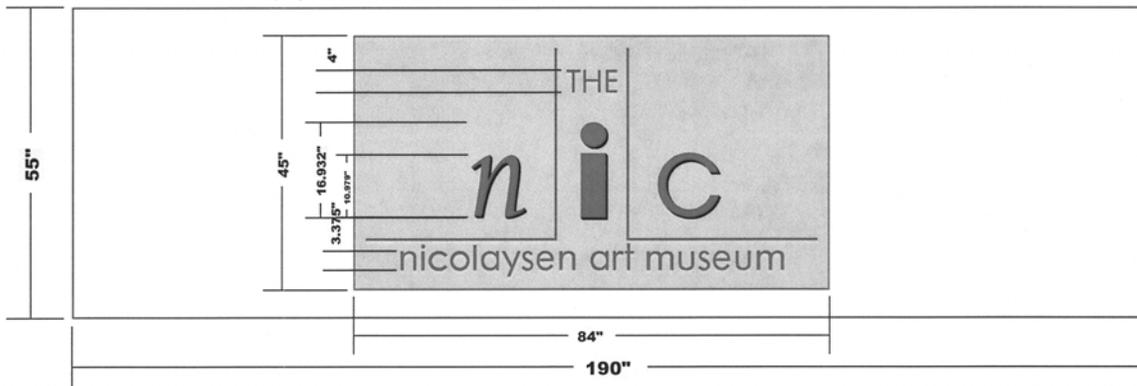
2425 E. Yellowstone Hwy.
 Casper, Wyoming 82601
 307-234-6100 • Fax: 307-235-1127
 Email: bardsign@wyobeam.com

Salesperson:
 Brad

Location:
 Casper, WY



ALUMINUM PAN-CABINET PAINTED BEIGE
 CAST ALUMINUM LETTERS (SLATE GREY)
 HALO-ILLUMINATED LETTERS (nic) PAINTED KUMQUAT ORANGE



APPROVED BY:

Job Description:

Furnish and install 1 new cabinet

Bar-D Sign will endeavour to produce the highest quality product for your needs and will only proceed with final production once you are completely happy with the design. We will supply a copy of the layout for your approval and once we receive written confirmation that you are satisfied with the artwork it will be passed to the fabrication department. The cheapest and quickest method is an electronic proof. We will email you a PDF file (you will need the free Adobe Reader programme on your computer to view it). If all is OK then an email confirmation is sufficient to allow production to proceed. Minor corrections can be incorporated very quickly if necessary. Major alterations will lengthen the turnaround time and may incur an extra charge.



2425 E. Yellowstone Hwy.
 Casper, Wyoming 82601
 307-234-6100 Fax: 307-235-1127
 Email: bardsign@wyobeam.com

Client:
 Nicolaysen
 Art Museum

Date:
 Jan. 22, 2015

Designer:
 Pete

Salesperson:
 Brad

Location:
 Casper, WY

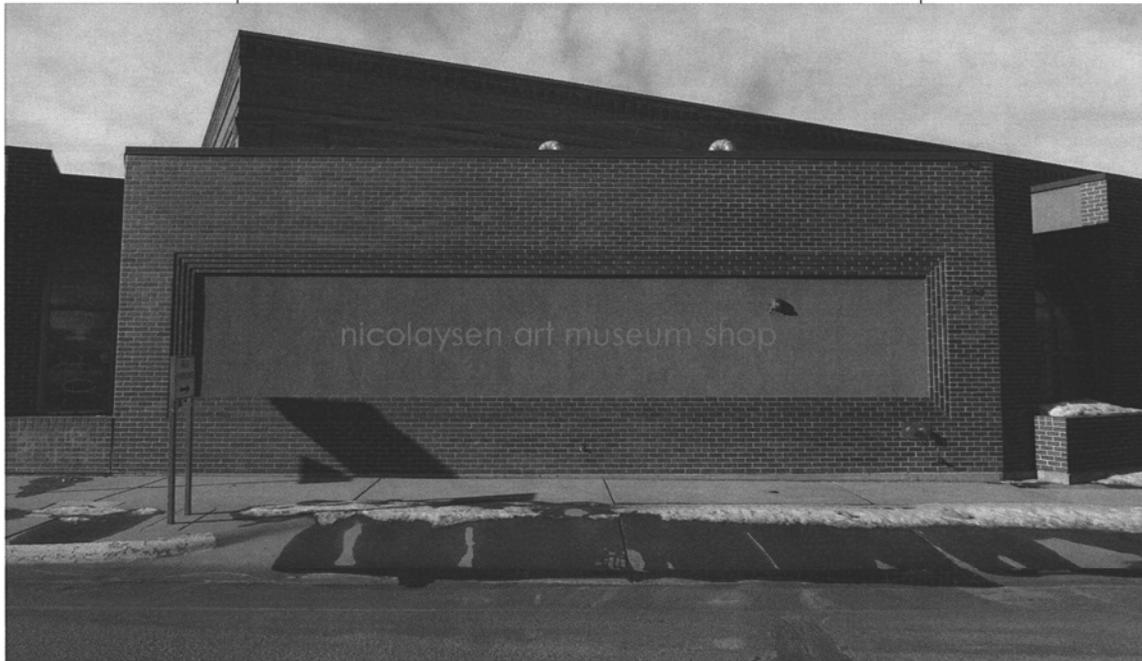


15" TALL 3/16" FLAT CUT ALUMINUM LETTERS
PAINTED DURANODIC BRONZE

16.192"

nicolaysen art museum shop

234.898"



Job Description:

Furnish and install aluminum letters

APPROVED BY:



2425 E. Yellowstone Hwy.
Casper, Wyoming 82601
307-234-6100
Fax: 307-235-1127
Email: bardsign@wyobeam.com



Client:
Nicolaysen
Art Museum

Date:
Jan. 22, 2015

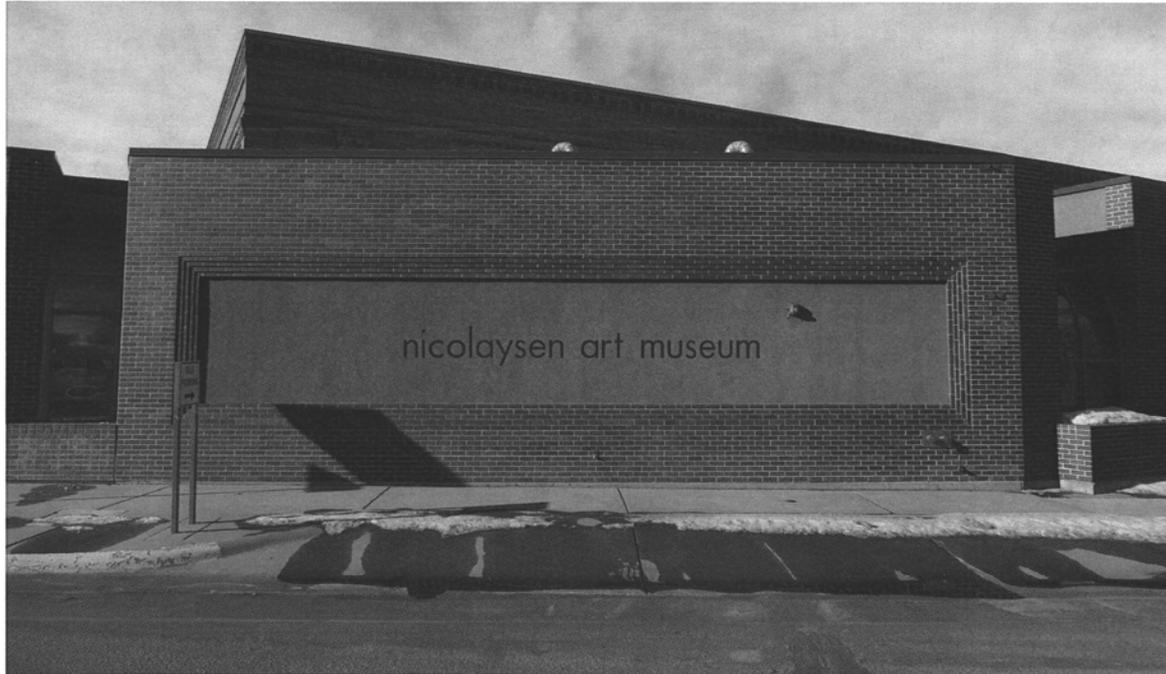
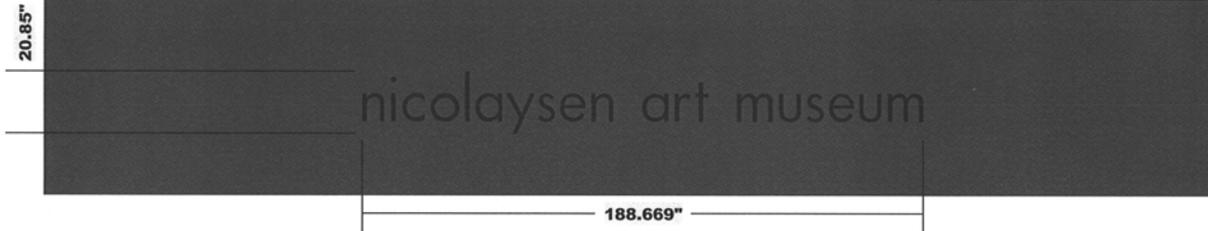
Location:
Casper, WY

Salesperson:
Brad

Designer:
Pete

Bar-D Sign will endeavour to produce the highest quality product for your needs and will only proceed with final production once you are completely happy with the design. We will supply a copy of the layout for your approval and once we receive written confirmation that you are satisfied with the artwork it will be passed to the fabrication department. The cheapest and quickest method is an electronic proof. We will email you a PDF file (you will need the free Adobe Reader programme on your computer to view it). If all is OK then an email confirmation is sufficient to allow production to proceed. Minor corrections can be incorporated very quickly if necessary. Major alterations will lengthen the turnaround time and may incur an extra charge.

15" TALL 3/16" FLAT CUT ALUMINUM LETTERS
PAINTED DURANODIC BRONZE



Job Description:

Furnish and install aluminum letters

APPROVED BY:



2425 E. Yellowstone Hwy.
Casper, Wyoming 82601
307-234-6100
Fax: 307-235-1127
Email: bardsign@wyobeam.com



Client:
Nicolaysen
Art Museum

Date:
Jan. 22, 2015

Location:
Casper, WY

Salesperson:
Brad

Designer:
Pete

Bar-D Sign will endeavour to produce the highest quality product for your needs and will only proceed with final production once you are completely happy with the design. We will supply a copy of the layout for your approval and once we receive written confirmation that you are satisfied with the artwork it will be passed to the fabrication department. The cheapest and quickest method is an electronic proof. We will email you a PDF file (you will need the free Adobe Reader programme on your computer to view it). If all is OK then an email confirmation is sufficient to allow production to proceed. Minor corrections can be incorporated very quickly if necessary. Major alterations will lengthen the turnaround time and may incur an extra charge.

Bar-D Signs^{inc.}

QUOTE PROPOSAL
Quote valid for 30 days

Date: February 2, 2015

Company: Nicolaysen Art Museum

Contact: Jennifer

Address: 400 East Collins

Telephone: 235-5247

Job Description: Bar-D Sign will excavate dirt and set a pole in a concrete base. We will subcontract with Dewald Masonry to install a masonry base. Bar-D will install a single sided 4' x 8' illuminated cabinet for the main ID, a 29" x 8' 3" single sided 19mm full color message center. We will install the Impact software on a Customer provided computer. It will be necessary to install the transmitter to the outside of the building or customer may choose a cellular service. It is the customer's responsibility to run power from a source to the sign location.

Budget Quote: \$35,000.00 - \$40,000.00 + tax (if applicable) + permits

Terms: 50% down requested, balance upon completion

THE PARTIES AGREE THAT ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE, WHETHER EXPRESSED, IMPLIED OR STATUTORY ARE EXPRESSLY DISCLAIMED. Any alteration or deviation from the above specifications will be performed only upon written change orders signed by the parties and will become an extra charge over and above the quote, except as otherwise determined by Bar-D Signs, Inc. A 1.5% per month (18% per annum) Finance Charge will be assessed on all unpaid balances that are 30 days or more past due and Customer will pay this Finance Charge. A 3% charge will be assessed to any amounts over \$300.00 when paying with a credit or debit card. Customer will pay all costs of collection, including attorney fees and court costs, incurred by Bar-D Signs, Inc. to collect any unpaid amounts. The laws of the State of Wyoming shall apply to the work and this agreement, and the venue for any dispute shall be in Natrona County, Wyoming.

ACCEPTANCE OF PROPOSAL AND TERMS: The above prices, specifications and conditions are hereby accepted and Bar-D Signs, Inc. is authorized to do the work as specified.

Customer Acceptance Signature

Brad Moore

Bar-D Signs, Inc. Representative

Date

February 2, 2015

Date

2425 EAST YELLOWSTONE ♦ CASPER, WY 82609 ♦ (307) 234-6100
FAX: (307) 235-1127 ♦ TOLL FREE: 1-800-339-7020 ♦ E-MAIL: bardsign@wyobeam.com



QUOTE PROPOSAL
Quote valid for 30 days

Date: February 2, 2015

Company: Nicolaysen Art Museum

Contact: Jennifer

Address: 400 East Collins

Telephone: 235-5247

Job Description: Bar-D Sign will furnish and install a single sided sign on the south building elevation. The Nic logo will be a reverse lit pan channel letter. The remaining copy and design will be made of 1/2" flat cut aluminum. The logo and letters will be installed on a raceway. It is the customer's responsibility to run power from a source to the sign location.

Budget Quote: \$6,500.00 - \$7,000.00 + tax (if applicable) + permits

Terms: 50% down requested, balance upon completion

THE PARTIES AGREE THAT ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE, WHETHER EXPRESSED, IMPLIED OR STATUTORY ARE EXPRESSLY DISCLAIMED. Any alteration or deviation from the above specifications will be performed only upon written change orders signed by the parties and will become an extra charge over and above the quote, except as otherwise determined by Bar-D Signs, Inc. A 1.5% per month (18% per annum) Finance Charge will be assessed on all unpaid balances that are 30 days or more past due and Customer will pay this Finance Charge. A 3% charge will be assessed to any amounts over \$300.00 when paying with a credit or debit card. Customer will pay all costs of collection, including attorney fees and court costs, incurred by Bar-D Signs, Inc. to collect any unpaid amounts. The laws of the State of Wyoming shall apply to the work and this agreement, and the venue for any dispute shall be in Natrona County, Wyoming.

ACCEPTANCE OF PROPOSAL AND TERMS: The above prices, specifications and conditions are hereby accepted and Bar-D Signs, Inc. is authorized to do the work as specified.

Customer Acceptance Signature

Brad Moore

Bar-D Signs, Inc. Representative

Date

February 2, 2015

Date

Bar-D Signs^{inc.}

QUOTE PROPOSAL
Quote valid for 30 days

Date: February 2, 2015

Company: Nicolaysen Art Museum

Contact: Jennifer

Address: 400 East Collins

Telephone: 235-5247

Job Description: Bar-D Sign will furnish and install flat cut aluminum letters for the east elevation. The letters will be painted to a duranodic bronze finish. The letters will be stud mounted.

Budget Quote: \$2,800.00 - \$3,000.00 + tax (if applicable) + permits

Terms: 50% down requested, balance upon completion

THE PARTIES AGREE THAT ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE, WHETHER EXPRESSED, IMPLIED OR STATUTORY ARE EXPRESSLY DISCLAIMED. Any alteration or deviation from the above specifications will be performed only upon written change orders signed by the parties and will become an extra charge over and above the quote, except as otherwise determined by Bar-D Signs, Inc. A 1.5% per month (18% per annum) Finance Charge will be assessed on all unpaid balances that are 30 days or more past due and Customer will pay this Finance Charge. A 3% charge will be assessed to any amounts over \$300.00 when paying with a credit or debit card. Customer will pay all costs of collection, including attorney fees and court costs, incurred by Bar-D Signs, Inc. to collect any unpaid amounts. The laws of the State of Wyoming shall apply to the work and this agreement, and the venue for any dispute shall be in Natrona County, Wyoming.

ACCEPTANCE OF PROPOSAL AND TERMS: The above prices, specifications and conditions are hereby accepted and Bar-D Signs, Inc. is authorized to do the work as specified.

Customer Acceptance Signature

Brad Moore

Bar-D Signs, Inc. Representative

Date

February 2 2015

Date



QUOTE PROPOSAL
Quote valid for 30 days

Date: February 2, 2015

Company: Nicolaysen Art Museum

Contact: Jennifer

Address: 400 East Collins

Telephone: 235-5247

Job Description: Bar-D Sign will furnish and install plastic formed letters for the east elevation in an Avant Garde letter font. The letters will be in a duranodic bronze color and will be stud mounted.

Budget Quote: \$1,100.00 - \$1,300.00 + tax (if applicable) + permits

Terms: 50% down requested, balance upon completion

THE PARTIES AGREE THAT ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE, WHETHER EXPRESSED, IMPLIED OR STATUTORY ARE EXPRESSLY DISCLAIMED. Any alteration or deviation from the above specifications will be performed only upon written change orders signed by the parties and will become an extra charge over and above the quote, except as otherwise determined by Bar-D Signs, Inc. A 1.5% per month (18% per annum) Finance Charge will be assessed on all unpaid balances that are 30 days or more past due and Customer will pay this Finance Charge. A 3% charge will be assessed to any amounts over \$300.00 when paying with a credit or debit card. Customer will pay all costs of collection, including attorney fees and court costs, incurred by Bar-D Signs, Inc. to collect any unpaid amounts. The laws of the State of Wyoming shall apply to the work and this agreement, and the venue for any dispute shall be in Natrona County, Wyoming.

ACCEPTANCE OF PROPOSAL AND TERMS: The above prices, specifications and conditions are hereby accepted and Bar-D Signs, Inc. is authorized to do the work as specified.

Customer Acceptance Signature

Brad Moore

Bar-D Signs, Inc. Representative

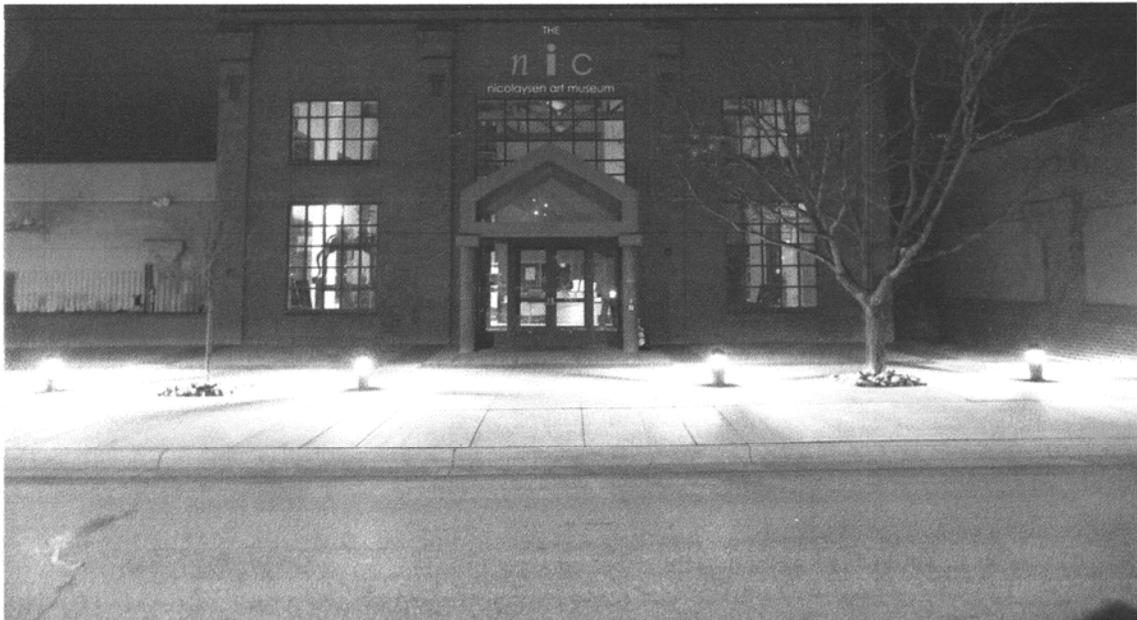
Date

February 2, 2015

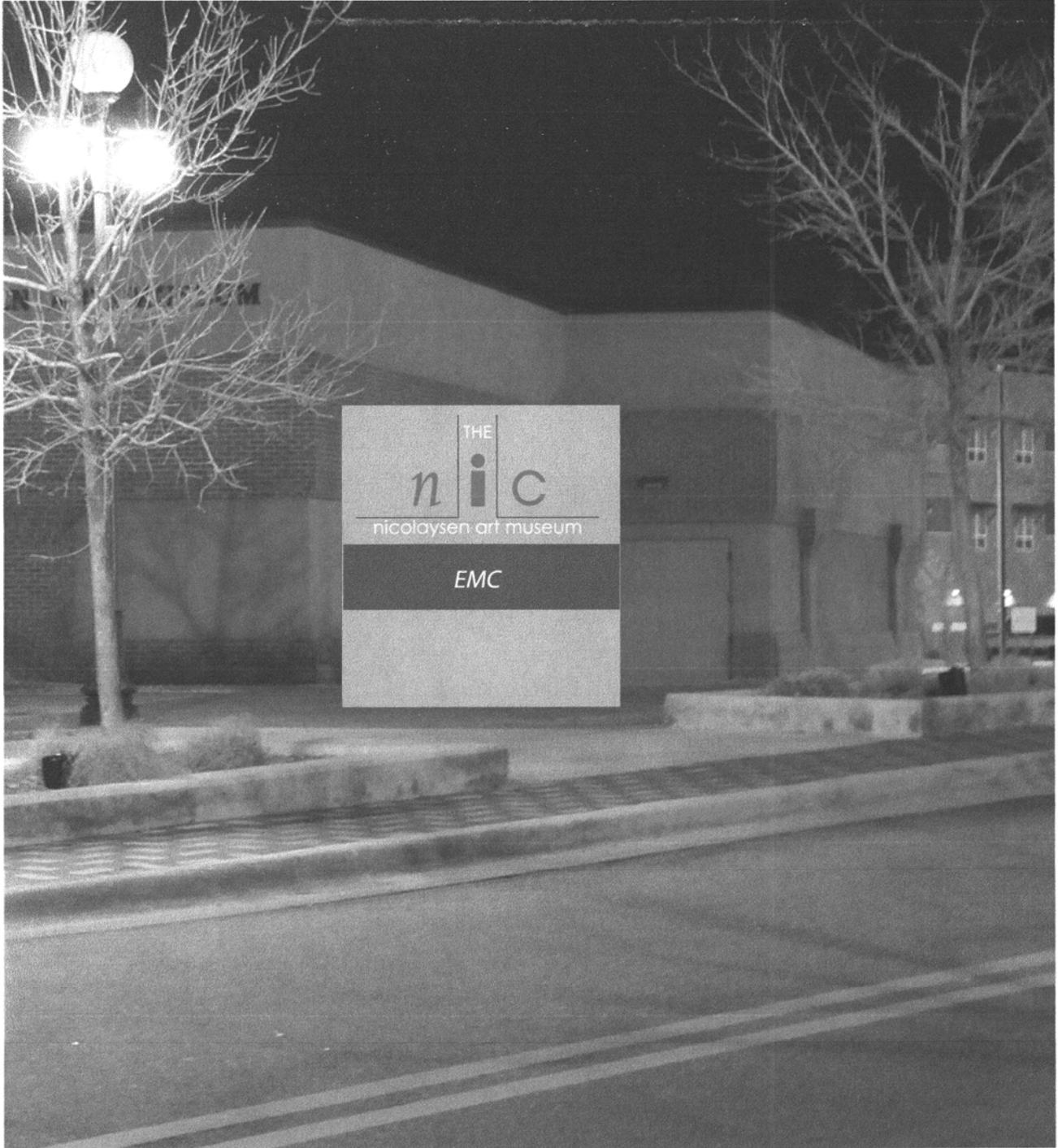
Date



Large Pan Channel set



Small Pan Channel set



PROPOSAL



Signage Programs • Advertising & Graphic Design
 P.O.Box 4961 • 431 N. McKinley St. • Casper, WY 82604
 307-265-3284 • 1-800-965-1963 • Fax (307) 268-8468

PROPOSAL SUBMITTED TO The Nicolaysen Art Museum	PHONE 235-5247	DATE 2-2-2015
CONTACT(S)	FAX	EMAIL
STREET	JOB NAME/TYPE	JOB LOCATION
CITY, STATE AND ZIP CODE	ATTACHMENTS / SPECIAL INSTRUCTIONS:	
We hereby submit specifications and estimates for:		
(A) Design, Fabrication & Installation of (1) One 15'-0" x 9'-0" Illuminated sign display wall Mounted above main entrance : "The Nicolaysen Art Museum" of 10" individual reverse pan Channel letters Logo " NIC " of 24"/36" pan Channel letters with Orange Plex face all internally Illuminated with RGB led light modules with DMX controller for up to (40) differant color and light combinations. Large \$ 16,460.00 & Small option \$ 10,789.57		
(B) Design, Fabrication & Installation of (1) One 8'-0" x 10'-0" D/F internally Illuminated monument sign. Faces of Aluminum with typical steel structure , Letters & Logo custom cutout plex Internally illuminated with two 8'-0' x 28" EMC signs . EMC options \$24,467.00 to \$47,880.00		
(C) Design, Fabrication & Installation of (1) One Wall mounted 10" Injection molded non Illuminated letter sets "Gift Shop & Discovery Center" \$ 2378.90		
We propose hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:		
Payment to be made as follows:		
<p>All material is guaranteed to be specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, wind damage and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.</p>		
Authorized Signature _____		Note: This proposal may be withdrawn by us if not accepted within <u>30</u> days.
Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.		Signature _____
Date of Acceptance: _____	Signature _____	



PROPOSAL

TO:
Nicolaysen Art Museum 400 Est Collins Casper, WY 82601

	PROPOSAL NO.
	2371
CUSTOMER PHONE	DATE
307 235-5247	2/5/2015
PROJECT/LOCATION	
Message Board Power	

TERMS	DUE DATE	ORDER TAKEN BY
Valid for 30 days To accept proposal please sign and return by due date shown. Proposal may be withdrawn if not accepted by due date. Thank you.	3/7/2015	Robert

We hereby submit specifications and estimates for:

We are quoting a budgetary number for power to the proposed message board being installed on the corner of Collins and Beech. We will try to utilize exiting conduits as much as possible but worst case scenario we will have to run conduit from the electrical panels across the building and then bore/trench from the building to the new message board location. We have also included in this price the run power to the front of the building for a new sign being installed on the front exterior of the building. Please feel free to contact us with any questions. Thank you

We Propose - hereby to furnish material and labor-complete in accordance with the above specifications, for the sum of: **\$6,500.00**

Payment Terms: Payment due upon completion of work. 1 3/4% per month thereafter. Payment to be made from invoice, no statement to follow. Any collection or attorney fees will be added to invoice if collections become necessary.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

-- Acceptance of Proposal --

Authorized Signature: _____ Date of Acceptance: _____

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

RE: Nicolaysen Projects

Shelley LeClere <sleclere@cityofcasperwy.com>

Tue 1/27/2015 10:21 AM

To: Jennifer Dyer <jdyer@thenic.org>;

Cc: Doug Barrett <dbarrett@cityofcasperwy.com>; Liz Becher <lbecher@cityofcasperwy.com>;

Good am: As far as the EMS sign, we would consider Option 2 as a possible location. If you could position the sign in the landscaped area, then the Nic would not have to apply for and receive a license to put the sign in the City right of way at that location. We would need a completed building permit application with stamped engineered drawings of the monument base, a sign permit application and a plot plan indicating the exact location of the sign. Since this would be an on-premise sign, it can only be used to advertise events that are happening at the Nic as off-premise signs are not allowed in a C-3 zoning district. If necessary, maybe we could meet at the site to further discuss your options.

Option 1 is not a viable location due to the established right of way at that intersection.

If you have additional questions, please let me know.

*Shelley LeClere
City of Casper
Code Enforcement Supervisor
235-8254 / sleclere@cityofcasperwy.com*

From: Jennifer Dyer [mailto:jdyer@thenic.org]

Sent: Monday, January 26, 2015 1:36 PM

To: Shelley LeClere

Subject: Nicolaysen Projects

Shelly,

The Nicolaysen would like to propose two fixtures on the Nicolaysen/City grounds. As per the lease, we will need permission to move forward.

Project 1: One Cent Proposal-Electronic Messaging System. The Nicolaysen would like to work with the City of Casper to install an electronic messaging system. Our first choice for location would be the corner of 2nd Street and Beech. This location and its grounds are not currently leased to the Nicolaysen. Our hopes were that perhaps we could lease the land. We would like to add City events to

the rotation of messages as well as the bus schedule. The second choice for location is on the corner of Collins and Beech. The sign would be placed next to the City's sign by the parking lot. Please see attached plot as well as a sample of what the sign might look like.

Project 2: This would not be one cent monies. The Nicolaysen is in the middle of a sustainability campaign, "Powering Our Future." We would like to install a sculpture that would serve two purposes. First, we would add plaques to the sculpture to recognize our campaign donors. We will use youth to help with the installation as a learning project. It ties back to the campaign as it is to ensure that our future generations will be able to enjoy our museum's services. Second, the sculpture will add to aesthetics of the land. Currently there is no outdoor art. Having art will increase awareness of the museum for visitors and remind residents of our arts and culture opportunities. Please see attached plot as well as a picture of the sculpture.

I appreciate your time. Please let me know what else you may need from me to review these projects.

Thank you,

Jennifer Dyer
Co-Interim Executive Director
Nicolaysen Art Museum

All City of Casper e-mails and attachments are public records under the Wyoming Public Records Act, W.S. § 16-4-201 *et seq.*, and are subject to public disclosure pursuant to this Act.



Option 1: Corner of 2nd and Beech

NIC would be willing to lease the land highlighted

Option 2: Corner of Beech and Collins next to the City's sign. This is on the already leased land by the NIC— This is the location that the City Planning and Zoning Department would consider.

This would be an electric messaging system. Please see attached sample image.

The Genuine. The Original.



Overhead Door Company
of Casper, Inc.

www.overheaddoorcasper.com

February 6, 2015

RE: Budget pricing for Nicolaysen Art Museum

(Prices are subject to change)

To replace only the 60 broken insulated units with UV laminated glass: \$8,154.00 ?
other 37e wouldn't be uv

* To replace all 436 insulated units with UV laminated glass: \$59,253.00

* To replace 29 curved pieces of glass with reflective glass: \$81,200.00
*reflective glass wouldn't be needed
just uv*

* To replace the glass in 10 doors and replace weather-stripping on all doors: \$9,113.00

\$149,526

Pricing includes all labor

Phone 307-266-1440 • Fax 307-235-2994

2760 Fleetwood Place • Casper, WY 82604





DATE: 1-22-15

TO: Jennifer Dyer

FROM: Tj

PHONE: 307-462-2144

Number of pages including cover sheet: 2

MESSAGE: Thank you!

TIME: 11:22 am

FAX: 307-235-0923

FAX: 307-462-2145

EMAIL: glassdoctorofcasper@aol.com

DISCLAIMER:

The information contained in this facsimile message is intended for the sole confidential use of the designated recipients and may contain confidential information. If you have received this information in error, any review, dissemination, distribution or copying of this information is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone and return the original message to us by mail or if electronic, reroute back to the sender. Thank you. If you do not receive all pages, please call the sender at the above number.



Glass Doctor Of Casper
5000 CY Ave Casper WY 82604
Phone: 307-462-2144 Fax: 307-462-2145
glassdoctorofcasper@aol.com
www.casper.glassdoctor.com
Independently Owned and Operated Franchise

Quote: 1756

Date:01/16/2015

Scheduled:01/20/2015 11:10

Customer

NICOLAYSEN ART MUSEUM
400 E COLLINS
CASPER WY 82601

H (307)235-0483

Csr:CHERYL Tech:TJ PO JENNIFER DYER Terms:C.O.D

Sched Pref:01/20/2015 Pref Time:13:30 - :

Qty	Part / Description	Material	Labor	Item Total
1.00	1/4" FROSTED ACRYLIC - 1/4" Frosted Acrylic 16 sheers	5,280.00	0.00	5,280.00
1.00	SCREW & BRACKETS -	40.00	0.00	40.00
1.00	LABOR - 8 hrs Labor	0.00	760.00	760.00

Thank you for allowing Glass Doctor of Casper to fix your panes!!!!
Like us on Facebook!!!

Signature _____

Material	Labor	Tax	Total	Deductible	Payments	Balance
5,320.00	760.00	304.00	6,384.00	0.00	0.00	6,384.00

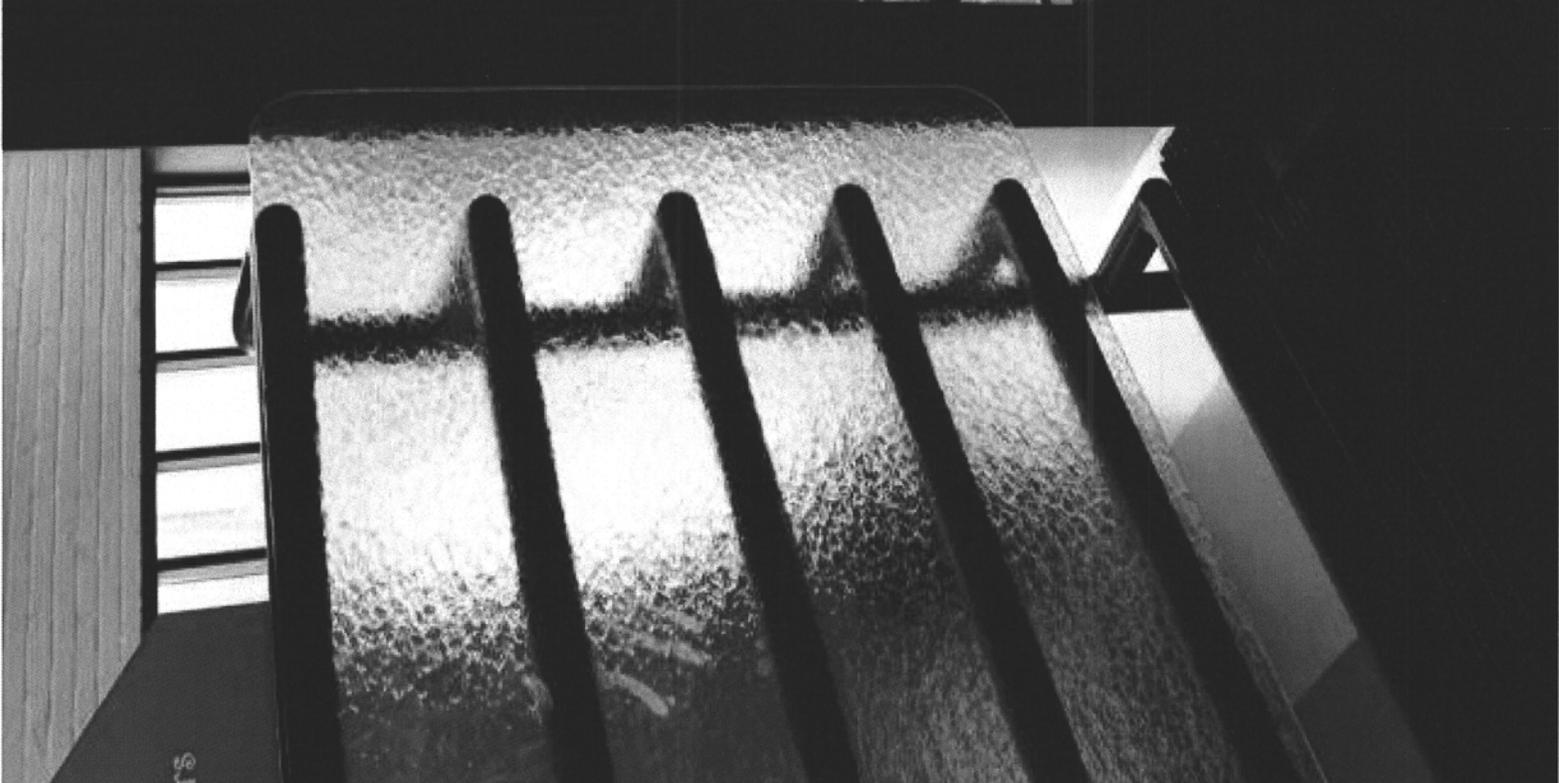
vers:9.1.6 Page: 1

AUTHORIZATION TO PAY

Replacement of glass has been made to my satisfaction and my insurance company is hereby directed to release policy and coverage information and is hereby authorized to make payments to Glass Doctor*. I additionally assign any and all claims in connection to this installation against my insurance company to Glass Doctor*. I agree to pay any deductible myself.

Customer Signature: _____

GD014 1



Bathroom Remodel Estimates

Mens:

Sink and Counter \$1300
Flooring 150 square feet \$ \$1200
Urinal \$200
Lighting \$316 above mirror
light in ceiling \$125
Paint \$80
Labor 60 hours at \$20/hr = \$1200
Total= \$ 4,411

Womens:

Sink and Counter \$1300
Flooring 240 square feet \$1920
Lighting above mirror \$316
Paint \$80
Labor 55 hours at \$20/hr = \$1,100
Total = \$4,716

Upstairs Bathroom

Sink and Counter \$1300
Toilet = \$300
Light fixture \$316
Paint \$80
Labor 40 hours x \$20/hr = \$800
Total = \$2,796

Total for the three restrooms = \$11,923

These estimates were pulled from a residential remodeling site. Commercial prices would be significantly higher. We would like to budget \$20,000 for all three.



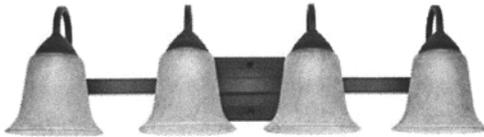
Your Store: **Casper #6001**
Use My Current Location or find store

Feit Electric | Model # 73972 | Internet # 204423499

4-Light 34-Watt Oil Rubbed Bronze LED Vanity Fixture (4-Pack)

★★★★★ | Write the First Review

\$316.00 / package



PRODUCT OVERVIEW Model # 73972 | Internet # 204423499

This Feit Electric 4-Light Vanity 34 watt LED fixture with oil rubbed bronze finish and tea stained glass shades is perfect for bath and vanity. This LED vanity fixtures eliminates maintenance - it comes with 4 advanced LED modules and does not need replacement of light bulbs and ballast. It can last for up to 40,000 hours or 36 years (based on 3 hours/day usage).

- Brightness: 1100 lumens
- Life: 36 years (based on 3 hrs/day)
- Light appearance: 3000k
- Energy used: 34 watts
- Oil rubbed bronze finish and tea stained glass shades
- Includes 4 LED modules, no light bulbs required
- Huge opportunity with property managers in applications including apartments, condos and hotels.
- Eliminates maintenance - no replacement of light bulbs or ballast
- Eliminates theft - Integrated LED lamp technology prevents theft of light bulbs.
- Low on radiated heat
- Patent pending

SPECIFICATIONS

DIMENSIONS

Assembled Depth (in.)	9 in	Assembled Width (in.)	29.625 in
Assembled Height (in.)	8 in		

DETAILS

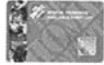
Bulb(s) Included	No	Number of Bulbs Required	0
Fixture Color/Finish	Oil Rubbed Bronze Finish	Product Weight (lb.)	12.68 lb
Fixture Color/Finish Family	Bronze	Recommended bulb type	LED
Hardware Included	Yes	Returnable	90-Day
Light Bulb Base Code	Other	Shade Color Family	Bronze
Light Source	LED	Wattage (watts)	34 W

7

WARRANTY / CERTIFICATIONS

Certifications and Listings	ETL Listed	Manufacturer Warranty	This product is warranted to be free from defects in workmanship and materials for up to 5 years from date of purchase.
ENERGY STAR Certified	No		

How can we improve our product Information? Provide feedback.



See if you have pre-qualified for The Home Depot Consumer Credit Card without impacting your credit score.

[Check Now](#) ↗

SHIPPING AND DELIVERY OPTIONS

Standard Shipping includes delivery by small parcel service. Processing time varies by product.

If product is eligible for shipping to AK, HI and US Territories additional transit time and remote surcharges may apply.



More saving.
More doing.

Your Store: **Casper #6001**
Use My Current Location or find store

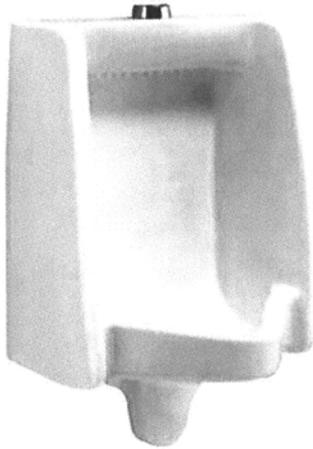
[Tool & Truck Rental](#) | [Installation Services and Repair](#) | [Gift Cards](#) | [Help](#)

American Standard | Model # 6590.001.020 | Internet # 203161178 | Store SKU # 380882

Washbrook FloWise Top Spud 0.125 GPF Urinal in White

★★★★★ (2) | [Write a Review](#) | [Questions & Answers \(2\)](#)

\$199.00 / each



PRODUCT OVERVIEW

Model # 6590.001.020 | Internet # 203161178 | Store SKU # 380882 | Store SO SKU # 285746

When it comes to commercial plumbing chinaware, American Standard is the clear market leader, outperforming the competition with our unequalled product selection and best-in-category performance. Our commercial products leverage the latest innovations, delivering the broadest selection of LEED, EPA WaterSense, ADA and NAFTA-compliant products.

- High efficiency, low consumption operates in the range of 0.125 gpf to 1.0 gpf
- Washout flush action
- Extended sides for privacy
- 3/4 in. Inlet spud
- Includes two wall hangers
- Chrome-plated non-metallic strainer included
- Outlet connection threaded 2 inch inside NPTF
- Two wall hangers
- Strainer included

SPECIFICATIONS

DIMENSIONS

Assembled Depth (in.)	14.125 in	Product Height (in.)	26.125
Assembled Height (in.)	26.125 in	Product Width (in.)	18.875
Assembled Width (in.)	18.875 in	Rough-in size (in.)	4
Product Depth (in.)	14.125		

DETAILS

Collection Name	Washbrook FloWise	Pressure Assisted	No
Color Family	White	Product Weight (lb.)	68 lb
Color Family	White	Returnable	90-Day
Flushing Device	Manual	Spud Placement	Top
Gallons Per Flush	0.125 gal (US)	Toilet Features	No Additional Features

Material

Vitreous China

WARRANTY / CERTIFICATIONS

Manufacturer Warranty

Limited 1-year

How can we improve our product Information? Provide feedback.

SHIPPING AND DELIVERY OPTIONS

Standard Shipping includes delivery by small parcel service. Processing time varies by product.

If product is eligible for shipping to AK, HI and US Territories additional transit time and remote surcharges may apply.



More saving.
More doing.

Your Store: **Casper #6001**
Use My Current Location or find store

[Tool & Truck Rental](#) | [Installation Services and Repair](#) | [Gift Cards](#) | [Help](#)

Wyndham Collection | Model # WCSB40055ESWH | Internet # 203578777

Arrano 55 in. Vanity in Espresso with Glass Vanity Top in White and Mirror

★★★★★ (2) | [Write a Review](#)

\$1,299.00 / each



MORE IN THIS COLLECTION FROM WYNDHAM COLLECTION (1)

YOUR CURRENT PRODUCT



\$1299.00 /each

Wyndham Collection Arrano
55 in. Vanity in...

(2)

Item Selected



\$999.00 /each

Wyndham Collection Arrano
48 in. Vanity in...

(2)

Select This Item

1 Item(s) Selected

[ADD ITEMS TO CART](#)

ACCESSORIES (8)

PRODUCT OVERVIEW Model # WCSB40055ESWH | Internet # 203578777

With its double sinks and compact size, the Arrano 55 in. Vanity in Espresso with Glass Vanity Top in White with White Basin and Mirror is ideally suited for small master baths. 4 doors and 3 drawers provide ample storage space to hide toiletries and extra towels while keeping the counter uncluttered. Brushed chrome hardware, single faucet mounts and a large horizontal mirror give the Arrano a modern look that will complement any contemporary bathroom.

- Constructed of beautiful veneers over the highest grade MDF
- 8-stage painting and finishing process

- Modern wall mounted installation
- Deep doveled drawers
- Fully extending side-mount drawer slides
- Soft-close doors
- Concealed door hinges
- Pure white glass counter with large semi-recessed porcelain sinks
- Single-hole faucet mount
- Includes matching mirror
- Metal hardware with brushed chrome finish
- Four doors, three drawers
- Faucets not included

SPECIFICATIONS

DIMENSIONS

Assembled Depth (in.)	21 in	Mirror height (in.)	33.0
Assembled Height (in.)	21.5 in	Mirror width (in.)	52.75
Assembled Width (in.)	55 in	Product Width (in.)	55
Backsplash height (in.)	0.0	Top depth (in.)	21
Basin Depth (in.)	4.5	Top edge thickness (cm.)	1.905
Basin Length (in.)	16.0	Top width (in.)	55
Basin Width (in.)	16.0	Vanity Width (in.)	55
Faucet Hole Spacing (in.)	No Spacing - Single Hole		

DETAILS

Assembly Required	Yes	Returnable	90-Day
Basin color	White	Sink Mount Type	Countertop
Basin material	Porcelain	Style	Modern
Basin primary color	White	Top material	Glass
Color Family	Brown	Top weight (lb.)	49
Fixture type	Vanity cabinet and top with basin	Vanity Features	No Additional Features
Hardware Color/Finish Family	Chrome	Vanity Included Components	Basin,Mirror,Mounting Hardware,Vanity Top
Installation Type	Wall Mounted	Vanity Top Color	White
Material	Medium Density Fiberboard (MDF)	Vanity Top Edge Type	Straight
Material	Medium Density Fiberboard (MDF)	Vanity Type	Double Basin
Mirror mount location	Wall	Vanity top accommodations	Double center set basins
Number of Doors	4	Wall mounted	Yes
Number of concealed shelves	0.0		

WARRANTY / CERTIFICATIONS

Manufacturer Warranty	2 Year Limited		
-----------------------	----------------	--	--

How can we improve our product Information? Provide feedback.



See if you have pre-qualified for The Home Depot Consumer Credit Card without impacting your credit score.

[Check Now](#) ↗

SHIPPING AND DELIVERY OPTIONS

Basic Home Shipping includes delivery to your doorstep or first dry area outside with no signature or appointment required. Delivery services for this item may be upgraded for an additional fee.

Other Delivery Options:

Threshold Home Shipping (By Appointment) includes delivery across your first doorway or threshold (i.e. into garage, backyard, or first room of the home). The carrier will contact you to make a delivery appointment with a 4 hour window once the items have arrived at the local hub in your area. Delivery appointments are required.

White Glove Home Shipping (By Appointment) includes delivery to the room of your choice, unpacking and debris removal. Assembly is not included. The carrier will contact you to make a delivery appointment with a 4 hour window once the items have arrived at the local hub in your area. Delivery appointments are required.

If product is eligible for shipping to AK, HI and US Territories additional transit time and remote surcharges may apply.



More saving. More doing.

Your Store: Casper #6001
Use My Current Location or find store

Tool & Truck Rental | Installation Services and Repair | Gift Cards | Help

KOHLER | Model # K-4368-L-0 | Internet # 100044651

Highcliff Elongated Toilet Bowl Only in White

★★★★★ (1) | Write a Review | Questions & Answers (2)

\$159.26 / each



MORE IN THIS COLLECTION FROM KOHLER (1)

YOUR CURRENT PRODUCT



\$159.26 /each

KOHLER Highcliff Elongated Toilet Bowl Only...

(1)

Item Selected



\$144.26 /each

KOHLER Highcliff Elongated Toilet Bowl Only...

Select This Item

1 Item(s) Selected

ADD ITEMS TO CART

ACCESSORIES (14)

PRODUCT OVERVIEW Model # K-4368-L-0 | Internet # 100044651 | Store SO SKU # 285286

The Highcliff elongated toilet bowl is precision-engineered to meet the challenging demands of today's commercial bathrooms. Add a KOHLER seat of your choice to complete the look.

- 27-5/8 in. x 14-1/2 in. x 17-1/2 in.
- One-piece toilet bowl only
- Elongated bowl design for added comfort
- 17-1/2 in. Rim height

- Crafted of Vitreous China
- Includes bedpan lugs 10 in. or 12 in. rough-in
- Sweat extension nipple required for 12 in. rough-in; refer to manufacturer and local codes
- 1-1/2 in. top spud
- Seat not included

SPECIFICATIONS

DIMENSIONS

Assembled Depth (in.)	27.625 in	Product Depth (in.)	27.625
Assembled Height (in.)	17.5 in	Product Height (in.)	17.5
Assembled Width (in.)	14.5 in	Product Width (in.)	14.5
Bowl Rim Height	17.5	Toilet Bowl Height (in.)	17.5

DETAILS

Bowl Shape	Elongated	Package Contents	Bowl Only
Collection Name	Highcliff	Pressure Assisted	No
Color Family	White	Product Weight (lb.)	58 lb
Color Family	White	Returnable	90-Day
Color/Finish	White	Rough In Size	10,12
Material	Vitreous China	Toilet Features	No Additional Features
Material	Vitreous China	Toilet Included Components	No Additional Items Included

WARRANTY / CERTIFICATIONS

Certifications and Listings	No Certifications or Listings	Manufacturer Warranty	One-Year Limited Warranty
-----------------------------	-------------------------------	-----------------------	---------------------------

How can we improve our product information? Provide feedback.

SHIPPING AND DELIVERY OPTIONS

Standard Shipping includes delivery by small parcel service. Processing time varies by product.

If product is eligible for shipping to AK, HI and US Territories additional transit time and remote surcharges may apply.



Tool & Truck Rental | Installation Services and Repair | Gift Cards | Help

Your Store: **Casper #6001**
Use My Current Location or find store

American Standard | Model # 6047161.002 | Internet # 205046597

Manual 1.6 GPF Exposed Flushometer for 1-1/2 in. Top Spud Commercial Toilet Bowl

★★★★★ | Write the First Review | Ask a Question

\$136.50 / each



PRODUCT OVERVIEW Model # 6047161.002 | Internet # 205046597

When it comes to commercial flush valves the American Standard Manual Flushometer offers best-in-category performance. This durably constructed piston-type flush valve uses only 1.6 gal. of water for a powerful flush. Also, this flush valve is ADA compliant.

- Self-cleaning brass piston with integral wiper spring prevents clogging and reduces maintenance
- Piston operation delivers superior flush accuracy and repeatability
- Piston valve remains closed and does not need to be reset after loss of water pressure
- Non-hold open handle
- Positive seal ensures leak-free performance
- No external volume adjustment
- Durable chrome-plated cast brass construction is ideal for commercial applications
- Chloramine-resistant EPDM seals
- Adjustable tailpiece for rough-in flexibility
- Can be installed left or right handed
- ADA compliant

SPECIFICATIONS

DIMENSIONS

Assembled Depth (in.)	5 in	Product Width (in.)	5
Assembled Height (in.)	13.5 in	Size (in.)	1-1/2
Assembled Width (in.)	10 in	Valve Inlet Diameter (in.)	1
Product Height (in.)	13.5	Valve Outlet Diameter (in.)	1.5
Product Length (in.)	6		

DETAILS

Adjustable Fit	Yes	Minimum working temperature (F)	70
Compatible Pipe Material	Brass	Pipe or Fitting Product Type	Valve
Connection	Screw on	Plumbing Part Type	Toilet Flush & Fill Valve



More saving.
More doing.

Your Store: **Casper #6001**
Use My Current Location or find store

Tool & Truck Rental | Installation Services and Repair | Gift Cards | Help

Armstrong | Model # G8010401 | Internet # 203141264 | Store SKU # 728266

12 ft. Wide Bayside Slate Neutral Residential Sheet Vinyl - G8010

★★★★★ (3) | Write a Review | Questions & Answers (3)



\$7.83 / square yard

ACCESSORIES (3)

<p>YOUR CURRENT PRODUCT</p>  <p>\$7.83 /square yard</p> <p>Armstrong 12 ft. Wide Bayside Slate Neutral...</p> <p>(3)</p> <p>• In Store Only</p>	 <p>\$19.47 /each</p> <p>Armstrong 1-gal. Once 'N Done Floor Cleaner</p> <p>(8)</p> <p>Select This Item</p>	 <p>\$10.98 /each</p> <p>Armstrong 64 oz. Once 'N Done Floor Cleaner</p> <p>(10)</p> <p>Select This Item</p>	 <p>\$29.97 /gallon</p> <p>Henry 650R 1-gal. Releasable Bond Pressure...</p> <p>Select This Item</p>
--	---	--	--

0 Item(s) Selected

ADD ITEMS TO CART

COORDINATING ITEMS (1)

PRODUCT OVERVIEW Model # G8010401 | Internet # 203141264 | Store SKU # 728266 | Store SO SKU # 1001049505

Armstrong Bayside Slate - a 9 in. textured slate paver pattern in a low gloss neutral color. Featuring a vinyl no-wax top layer for easy care. Installation is made easier with the option to install without the use of messy glues.

- Vinyl no wax finish with low gloss brown slate pattern
- Vinyl no-wax coating provides for easy care
- Pattern match is 27 in. x 36 in.
- Occasional damp mopping keeps the flooring looking its best

SPECIFICATIONS

DIMENSIONS

Assembled Depth (in.)	36 in	Pattern Match Width (in.)	36
Assembled Height (in.)	.055 in	Product Thickness (mm)	1.397
Assembled Width (in.)	36 in	Sheet Width (ft.)	12
Pattern Match Length (in.)	54		

DETAILS

Antimicrobial	No	Material	Vinyl
Color Family	Brown	Product Weight (lb.)	2.1 lb
Color/Finish	Vinyl No Wax finish with low gloss brown slate pattern	Scratch Resistant	No
Commercial / Residential	Residential	Skid Resistant	No
Cut to Length of Order	Yes	Stain Resistant	No
Flooring Product Type	Vinyl Sheet	Vinyl Surface Type	Low Gloss
Indoor/Outdoor	Indoor	Waterproof	No
Mark Resistant	No		

WARRANTY / CERTIFICATIONS

Manufacturer Warranty	10 Year Limited Residential Warranty
-----------------------	--------------------------------------

How can we improve our product information? Provide feedback.

SHIPPING AND DELIVERY OPTIONS

Store Exclusive. This item is available for purchase in select stores only.

Mens Sink
and
Cabinet



Women's
lighting



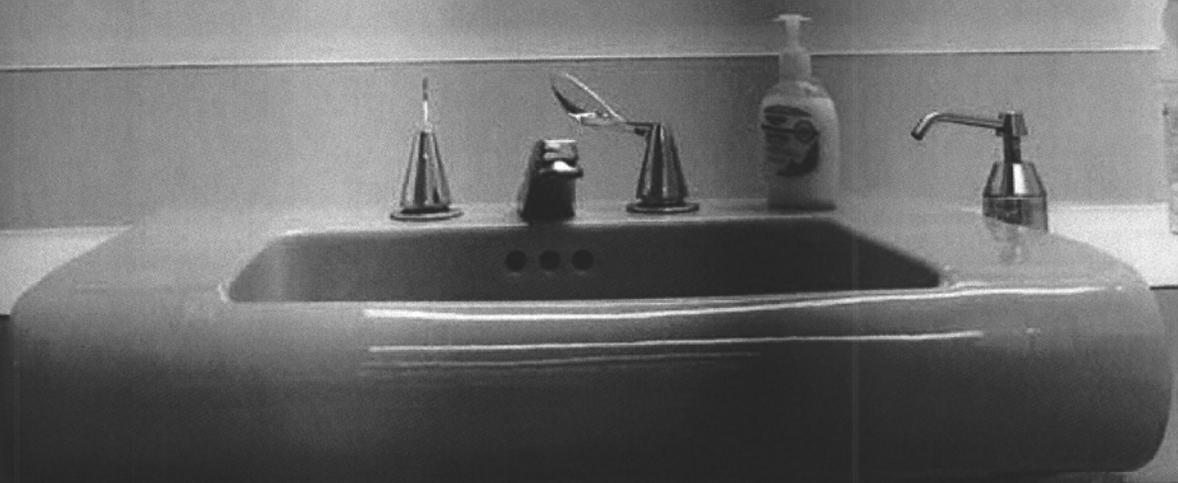
Upstairs
sink +
counter



Upstairs Toilet

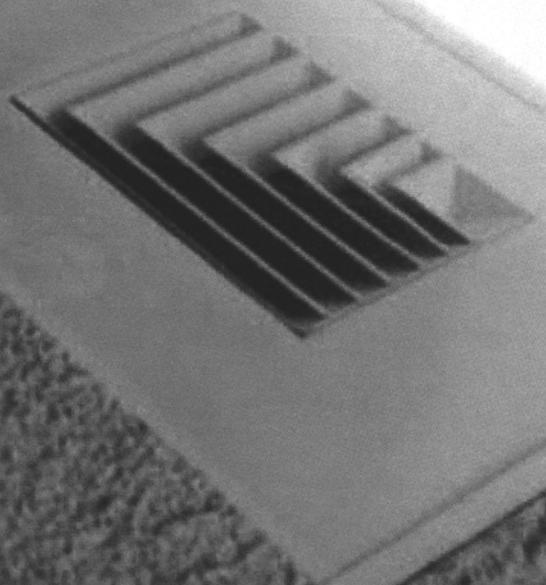


Women's Bathroom



1 Broken
light

men's
Bathroom





1851 E 12th St
 Casper, WY 82601
 (307) 237-3979

Estimate

Date	Estimate #
01/28/2015	4910

Name / Address
The Nicolaysen Art Museum 400 E Collins Casper, WY 82601

**Not responsible for data loss.
 Not responsible for any items left over 60 days.**

Project

Description	Qty	Rate	Total
New Dell Computer. Intel CPU, 500GB HDD, WIN7 Pro, 6GB RAM	13	800.00	10,400.00
Setup 13 new computers, Save data from old PC's, Install software to include past perfect, Quickbooks, Microsoft Office, setup Outlook connector. Network computers to server and map applicable drives to server. Estimating 2 hours per PC.	26	90.00	2,340.00
This is an estimate, and prices of PC's may vary from original estimate depending on time of funding. But will keep it as close to these figures as possible. Sales Tax		0.00%	0.00
		Total	\$12,740.00

Hitek Communications

January 26, 2015

The Nicolaysen Art Museum
400 E. Collins Drive
Casper, Wy
RE: NEC VOIP phone system

NEC SV 9100 VOIP phone system, hardware configured for 16 VOIP telephones, 1 Polycom conference phone, 4 CO line ports, Intramail/voice mail.

1	NEC SV 9100 cabinet/CPU/Power supply
16	NEC SV 9100 VOIP phone/Inmail licenses
1	Polycom Conference phone
16	POE power supplies
16	NEC SV 9100 24 Button/Display/Speakerphone VOIP Telephones
1	Installation, programming, testing, customer training

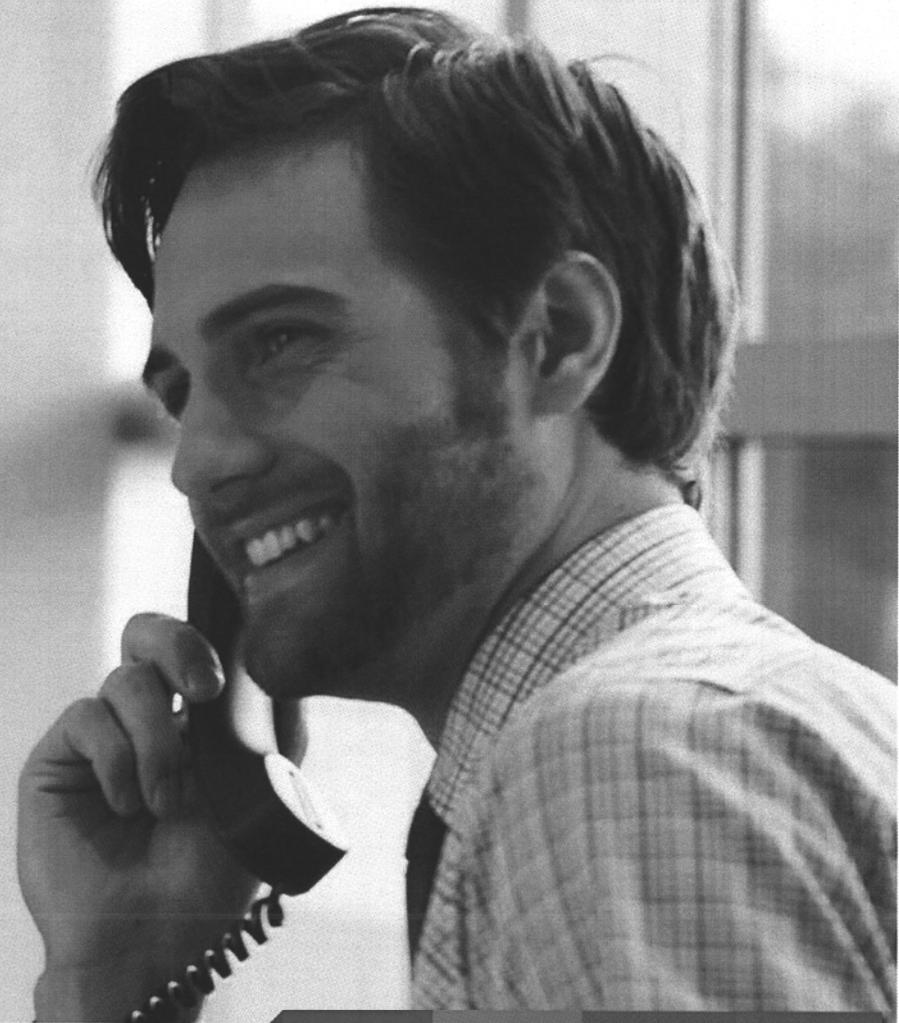
	\$7495.00
Less (existing NEC customer)	\$ 300.00
Total	\$7195.00

Note: The above NEC material (2) year warranty, labor (1) year.

Empowered by Innovation

NEC

UNIVERGE® DESKTOP TELEPHONES



Empowering the Smart Enterprise

necam.com



Contents

- 4 UNIVERGE IP and Digital Desktop Telephones
- 5 Elegantly Designed & Feature Packed
- 6 Supply Freedom of Choice
- 7 Achieve a Premier Multimedia Experience
- 8 Maximize the Value of Your Investment

Choose **UNIVERGE®** Desktop Telephones

The right phones for every work situation

To stay competitive, enterprises need to have the right tools that enable them to be more efficient, flexible, and productive. NEC has built smart enterprise solutions that optimize business practices, drive workforce engagement, and create a competitive advantage.

Today, business moves quickly, and to keep up you must have the right telephone. With the increasingly mobile workforce now working from virtually any location, you must be able to provide your employees

with communication tools that facilitate efficiency and productivity. However, many businesses and employees are not taking advantage of the enhanced capabilities offered by today's breed of telephones.

NEC's UNIVERGE Desktop Series Telephones hold the answer to a multitude of communications problems. With a wide range of customizable features, these telephones are flexible, easy to use, and provide you with investment protection.

COMES NOW the City of Casper, Wyoming, a Municipal Corporation, hereinafter referred to as "Lessor," and the Nicolaysen Art Museum, a Wyoming Non-Profit Corporation, 596 North Poplar Street, Casper, Wyoming 82601, hereinafter referred to as "Lessee."

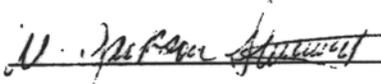
WHEREAS, the parties previously entered an agreement for a lease of premises known as the Nicolaysen Art Museum on the 1st day of February, 1990, which property is located at 400 East Collins Drive; and,

WHEREAS, the parties wish to modify the lease entered on the 1st day of February, 1990.

THEREFORE, in consideration of mutual covenants contained herein, the parties agree as follows:

1. Lessee shall be allowed to sublease the premises on the third floor of the building, providing, however, that prior to entering such lease a copy of the lease and the name of the organization subleasing, must come before the City Council for its approval.
2. The Lessee shall be responsible for paying any resulting increase in property tax and/or insurance as a result of such subleasing.
3. Lessee shall require any sublessee to be subject to the terms of the original lease between the parties.
4. Lessee shall require sublessee to hold the City harmless and defend the City in any and all suits, claims, demands, or actions arising from or relating to the use of the property by sublessee.

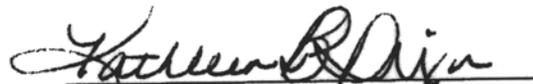
APPROVED AS TO FORM:



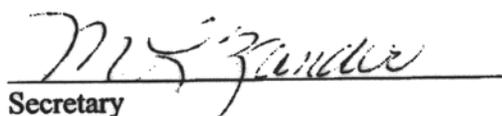
ATTEST:


Calvin L. Chadsey
City Clerk

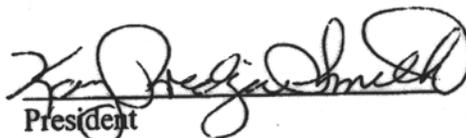
CITY OF CASPER, WYOMING
A Municipal Corporation


Kathleen B. Dixon
Mayor

ATTEST:


Secretary

BOARD OF TRUSTEES
NICOLAYSEN ART MUSEUM


President

LEASE AGREEMENT

THIS LEASE, entered into this 16 day of June, 1990, between the City of Casper, Wyoming, a Municipal Corporation, hereinafter referred to as "Lessor," and the Nicolaysen Art Museum, a Wyoming Non-Profit Corporation, 596 North Poplar Street, Casper, Wyoming 82601, hereinafter referred to as "Lessee."

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

1. LEASED PREMISES:

Lessor hereby agrees to lease to Lessee, and Lessee hereby agrees to take from Lessor, for the term hereinafter provided, the Casper Area Art Museum, described as follows:

A parcel located in and being a portion of the NE1/4NE1/4 Section 9, Township 33 North, Range 79 West of the 6th P.M., Natrona County, Wyoming, being more particularly described as follows:

Beginning at the southwesterly corner of the parcel being described, which point marks the southeasterly corner of a parcel previously conveyed to Frank E. Gehring, et al, and located at N. 64°05' E., 310.24 feet from a point marking the intersection of the easterly line of South Durbin Street with the northwesterly line of East Railroad Avenue, City of Casper, Natrona County, Wyoming;

Thence from said point of beginning, N. 25°56' W., 160.13 feet along the easterly line of said Gehring Parcel to a point in the southeasterly line of a parcel previously conveyed to Casper Service and Supply Company; thence N. 25°44' E., 24.86 feet to an angle point; thence N. 26°01' W., 23.88 feet along the northeasterly line of said company parcel and the northwesterly projection thereof to the northwesterly corner of the parcel being described, said point and corner being located southeasterly 50.00 feet as measured perpendicularly from the centerline of the main track of the Chicago and North Western Railway Company as said track now exists; thence N. 64°03' E., and parallel to said track as measured 50 feet southeasterly and perpendicularly from the centerline thereof 263.94 feet to the northeasterly corner of the parcel being described and also the northwesterly corner of the Pacific Power and Light Company warehouse tract; thence S. 26°01' E., along the line common to said power company tract and the parcel being described, 200.00 feet to the southeasterly corner of the parcel being described and the southwesterly corner of said power company tract, said common corner also being located in the northwesterly line of said East Railroad Avenue; thence from the last described point and along the northwesterly line of said Avenue, S. 64°10' W., 283.70 feet to the point of beginning.

And

A part of Block 68, City of Casper, Natrona County, Wyoming, described as follows: beginning at the southeast corner of Block 68, City of Casper, Natrona County, Wyoming, which point is also the intersection point on the west line of South Kimball Street with the northerly line of East Railroad Avenue; thence S. 64°01' W., along the northerly line of East Railroad Avenue, 162.32 feet to a point; thence N. 25°59' W., 200.00 feet to a point; thence N. 64°01' E., 259.69 feet to the point of intersection with the west line of South Kimball Street; thence south along the west line of South Kimball Street, 222.50 feet to the point of beginning, in the City of Casper, Natrona County, Wyoming.

Excepting Therefrom the Following:

A tract of land located in and being a portion of the N1/2NE1/4 Section 9, Township 33 North, Range 79 West of the 6th P.M., Natrona County, Wyoming, and in the City of Casper, Wyoming, more particularly described as follows:

From the northeast corner Block 41, City of Casper, north along the east line of said Block 41, extended to the point of intersection with the northerly line East Collins Avenue, said point being north 64°10' east a distance of 23.40 feet from the southeast corner Lot 4, C&NW #3 Addition to the City of Casper and the point of beginning; thence continuing north along the east line said Block 41 extended, a distance of 221.84 feet to a point; thence north 64°03' east a distance of 54.62 feet to a point; thence north 25°57' west a distance of 15.00 feet to a point; thence north 64°03' east a distance of 41.65 feet to a point; said point being on the extension of the west line Block 69 City of Casper; thence south along the extension of the west line of said Block 69, a distance of 238.72 feet to a point, said point being on the northerly line of East Collins Avenue; thence south 64°10' west along said northerly line East Collins Avenue a distance of 88.88 feet to the point of beginning.

2. LEASE TERM:

The term of this lease shall be for a period of forty (40) year(s), commencing on the 1st day of February, 1990, to and including the 31st day of January, 2029, unless otherwise terminated as provided herein.

3. RENT:

Lessee shall pay as rent for the leased real estate, an annual sum of Ten Dollars (\$10.00), to the Lessor at 200 North David Street, Casper, Wyoming. Rent shall be due on or before the first business day in February during the term of said lease.

4. PURPOSE:

The purpose of this lease is to allow a museum which will be available to the general public, to be located on leased premises. The museum is to

be operated by the Nicolaysen Art Museum, a private non-profit corporation under the direction of a Board of Trustees. At no time, and under no circumstances, will the Board of Trustees or the employees of the museum be considered employees of the City of Casper.

5. INSURANCE:

Liability Insurance.

Lessee agrees to obtain and keep in force, during the term of this lease, liability insurance in the amount of Two Hundred Fifty Thousand Dollars (\$250,000.00) for each claimant and for any number of claims arising out of a single transaction or occurrence, Five Hundred Thousand Dollars (\$500,000.00) for all claims of all claimants arising out of a single transaction or occurrence, and Fifty Thousand Dollars (\$50,000.00) for property damage. Lessor shall be named as an additional insured on said policy. The policy shall furthermore provide that it is primary coverage without any right of contribution from any other insurance policy or other source of the Lessor. Lessee shall provide Lessor with a copy of said insurance policy within thirty (30) days after execution of this agreement. Subsequent policies shall likewise be provided. No such policy, by its terms, shall be cancelled without giving the Lessor thirty (30) days prior written notice. Lessee further agrees to hold the City harmless and defend the City in any and all suits, claims, demands, or actions arising from or relating to the use of the property by Lessee. The liability insurance coverage provided herein reflects the Lessor's maximum potential liability pursuant to the Wyoming Governmental Claims Act. In the event the Lessor's maximum potential liability under the Wyoming Governmental Claims Act is increased during the term of this lease, the Lessee's liability insurance obligation shall likewise be increased so the Lessor's exposure is fully covered by Lessee's insurance.

Content Insurance.

It is entirely the obligation of the Lessee to provide insurance for the contents of the museum and the Lessor will have no responsibility for damage to same.

Improvements Insurance.

The Lessor shall be responsible for securing such insurance for the repair and/or replacement of improvements located on the premises, including insurance pertaining to natural disaster, fire, glass, utility systems, etc., as it deems appropriate. Such insurance coverage, if any, however, shall not relieve Lessee from its responsibilities hereunder, including but not limited to, taking the same care of the improvements as would a prudent owner.

6. SUBLEASE:

No part of the leased premises shall be sublet or assigned by Lessee, without the written consent of the Lessor first being obtained.

7. TERMINATION FOR CONVENIENCE OF EITHER PARTY:

Either Lessee or Lessor may terminate this lease agreement for convenience and without cause. In such event, the party wishing to terminate the agreement shall supply the other party with written notice at least thirty (30) days prior to the termination date. In such event, Lessee shall give up the demised premises peacefully and in as good a condition as when the lease was entered, excepting normal wear and tear.

8. DEFAULT AND SURRENDER OF LEASED PREMISES:

In the event Lessee fails to do, or causes to be done, any of the terms and conditions of this lease, the same shall be considered a default of the entire lease. Lessor shall give Lessee fifteen (15) days' notice in the event of any such default, and Lessee shall have an additional fifteen (15) day period to cure said default. Upon failure to cure said default, Lessor may, at its option, terminate this lease for cause, and Lessee shall give up the demised premises peacefully and in as good a condition as when the lease was entered, excepting normal wear and tear. Upon such default and termination, Lessor shall have the right to enter upon the demised premises with or without process of law.

9. MAINTENANCE AND FIXTURES:

Lessee agrees to maintain the leased premises in good condition, take the same care thereof that a prudent owner would take, and return same to the Lessor at the termination or expiration of this lease or any extension thereof, in as good a condition as it was at the outset of the agreement, subject only to reasonable wear and tear. Lessee further agrees that it will not construct any buildings or permanent structures upon the leased premises or make substantial renovations to the existing structure(s), without the prior written authorization of the Lessor. In the event Lessee adds any improvements to the real property, including any and all fixtures and any plantings, including grass, trees, or shrubs, the same shall become and remain the property of Lessor unless other written arrangements are made with Lessor prior to the additions to said property. Lessor shall have a lien on all of Lessee's fixtures, personal property, and equipment placed on, or moved into, the leased premises, to secure the performance of Lessee's obligations hereunder. If, at the end of the lease term or any extensions thereof, Lessee is not in default in any of the provisions of this lease, it may remove any of its personal property moved onto said premises by it, provided that it shall, at its own cost and expense, immediately repair any and all damage to the leased premises occasioned by the removal.

Lessee shall be responsible for all custodial service and minor maintenance of the building, including but not limited to, care of floors, walls, interior windows, door locks, interior lighting, painting, varnishings, furniture repair, and yard maintenance, including watering, fertilizing, mowing, tree and shrub care and snow removal. In addition, the cost of all utilities for servicing the premises shall be the responsibility of the Lessee.

The Lessor shall be responsible to pay the cost for all major interior or exterior repairs not occasioned by the negligence or abuse of the Lessee,

including, but not limited to, roof, outside windows, air conditioning, heating, and parking lot repair. Provided, Lessee shall give Lessor prompt written notice of the need for such repairs and, when possible, Lessee shall submit a request to the Lessor for the same in March of each year, to be approved by the City Council in conjunction with the annual budget.

10. WAIVER:

The waiver of any breach in any of the terms and conditions of this lease shall be limited to the acts or acts constituting such breach and shall never be construed as being a continuing or permanent waiver of any such terms or conditions, all of which shall be and remain in full force as to future acts or happenings notwithstanding such individual waiver or any breach thereof.

11. MISCELLANEOUS COVENANTS:

Lessee agrees that it has examined the leased premises and accepts the same in its present condition.

Lessee will allow no liens to be placed upon the leased premises.

Lessee shall pay all utilities and operating expenses associated with the use of the property.

Lessee shall comply with local, state, and Federal regulations.

Lessor shall have access to the leased premises at all reasonable times for the purposes of inspection and repair.

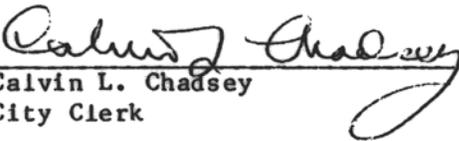
The Lessor retains all immunity and limitations of liability afforded by the Wyoming Governmental Claims Act. No such immunity or limitation of liability is intended to be waived by the provisions of this Agreement.

Lessee shall immediately notify the Lessor in writing of any failures in mechanical equipment, leaks in roofs, leaky windows, faucets, or any other problems arising whatsoever which will aid the Lessor in reducing damage caused by such failures to the building or premises.

EXECUTED by the parties hereto on the day and year first above written.

APPROVED AS TO FORM:

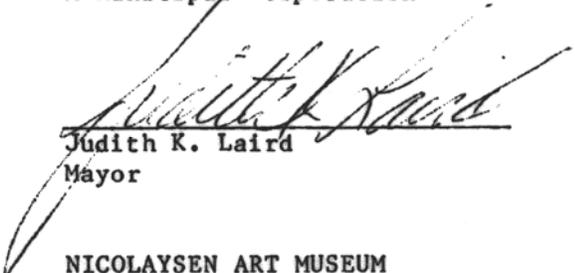
ATTEST:


Calvin L. Chadsey
City Clerk

WITNESS:


Cody C. Anderson
Secretary

CITY OF CASPER, WYOMING
A Municipal Corporation


Judith K. Laird
Mayor

NICOLAYSEN ART MUSEUM
A Wyoming Corporation


James W. Monroe
President

ACKNOWLEDGEMENT

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by Judith K. Laird, Mayor, this _____ day of _____, 1990.

WITNESS my hand and official seal.

Notary Public

My Commission Expires: _____

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by Cody C. Anderson + James W. Monroe this 16th day of January, 1990.

WITNESS my hand and official seal.

Coyce K Durban
Notary Public

My Commission Expires: 10-21-90

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/27/2010

PRODUCER 307.266.1434 FAX 307.237.3718
 BW Insurance Agency, Inc.
 300 Wolcott St
 PO Box 2820
 Casper, WY 82602

INSURED NICOLAYSEN ART MUSEUM
 400 E COLLINS DR
 CASPER, WY 82601-2815

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Assurance Company of America	19305
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR ADD'LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	PPS000015372	07/30/2009	07/30/2010	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Additional Insured is in favor of certificate holder.

CERTIFICATE HOLDER

City of Casper
 Recreation Department
 Attn: Susan Romer
 200 S. David Street
 Casper, WY 82601

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE *Jody Mooney*
Jody Mooney/CASJM

INTERNAL REVENUE SERVICE
District Director

DEPARTMENT OF THE TREASURY
1100 Commerce St., Dallas, TX 75242

Nicolaysen Art Museum
400 E. Collins Drive
Casper, WY 82601-2815

Person to Contact:
Barbara Mitchell

Telephone Number:
(214)767-6023

Refer Reply to:
Mail Code 4940 DAL

Date:
March 10, 1995

EIN:
83-0230592

Dear Sir or Madam:

Our records show that the Nicolaysen Art Museum is exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code. This exemption was granted in September 1976 and remains in full force and effect. Contributions to your organization are deductible in the manner and to the extent provided by section 170 of the code.

We have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code. Your organization is described in section 170(b)(1)(A)(vi) of the code.

If gross receipts for your organization reach \$25,000 or more, in any one year, the organization will be required to file Form 990, Return of Organization Exempt From Income Tax.

This letter may be used to verify your tax-exempt status.

If we may be of further assistance, please contact the person whose name and telephone number are shown above.

Sincerely,

Mary A. Smith

EP/EO Correspondence Examiner
Customer Service Section

Funding History Optional One Cent Tax-

The Nicolaysen has been the fortunate recipient of the optional one cent tax for several years. In 1989 the Nicolaysen received one cent funds to help build the museum at its current location at 400 E. Collins. Since this time One Cent funds have been used to renovate, update, and fix problems over the last 25 years. Most recently the Nicolaysen was the beneficiary of the One Cent pot #14. With these monies we were able to fix the elevator, replace the carpet, refinish the hard wood floors, repaint the lobby and update the lobby lighting. Many of these projects are still being completed; however, the money has been contracted and encumbered.



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date February 6, 2015

Total Amount of Optional 1% Sales Tax Funds Requested \$ \$1,956,944

PROJECT DESCRIPTION

Project Name: Platte River Trails Future Trails Plan

Name and Address of Sponsoring Organization/Agency: _____

Platte River Trails Trust, P.O. Box 1228, Casper, WY 82602

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Angela Emery, Executive Director, Platte River Trails Trust, P.O. Box 1228, Casper, WY 82602

Email: platteriver@wyoming.com

Phone: 307-577-1206 (WK), 307-258-8833 (Cell)

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

SEE ATTACHED

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

SEE ATTACHED

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

SEE ATTACHED

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Attached you will find a funding strategy developed by the PRTT. This strategy is based on two plus decades of trail building experience. It is important to note that if the PRTT and our partner the City of Casper are unsuccessful with our application to the WYDOT TAP grant fund any given project would be in jeopardy. **PLEASE SEE ATTACHED FUNDING TIMELINE 5. i.**

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

SEE ATTACHED FUNDING TIMELINE 5. i.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

SEE ATTACHED

Project Narrative:

The Platte River Trails Trust (PRTT) was established as a non-profit entity in 1982 with assistance from the City of Casper. Over the past 32 years the PRTT has served as the non-motorized trail visioning and development organization for the greater Casper community. Using the energy and expertise of our volunteer, citizen led Board of Directors and other community champions, between 1979 and 2010 the PRTT successfully **leveraged 4.7 million dollars of One Cent funds to complete projects totaling close to 10 million dollars!**

The PRTT has developed an exciting and ambitious four year trails plan that we believe will expand and enhance our non-motorized transportation system and assist with the development of a network of trails that contribute to our community's economic vitality and quality of life. We propose to fund these trails projects with a blend of state, municipal and public funds. The PRTT's four year plan proposes to construct **\$2.5 million dollars of community trail improvements utilizing 1,886,944 million dollars of One Cent #15 funds.**

1. River Heights Trail: Paradise Valley to Robertson Road

The PRTT proposes to extend the River Trail, the spine of our community's non-motorized transportation system, from its current terminus at Paradise Valley Park to Robertson Rd. This area is growing exponentially and serves Oregon Trail School and 200 - 300 new homes in the planning process and under construction. The project involves creation of a bike/pedestrian lane along Begonia Street for a couple of blocks to a lot owned by the City of Casper. This lot will serve as a small trailhead to accommodate about 5 cars and an approach for the bridge that will take non-motorized users across the North Platte River. The trail will travel along the ridge, above the North Platte River, and terminate at Robertson Road. This trail will intersect with the new trail along Robertson Rd. scheduled for construction in fall of 2015. **Time is of the essence with this project!** We have a willing developer who is friendly to the mission of the PRTT. It would be a shame to wait too long to extend the River Trail west and lose this opportunity. This project will set the stage for future trails extensions further west and north along Robertson Rd. The PRTT will write the grant application for WYDOT TAP grant funds for all three phases of this project and use One Cent funds and other local funds as a match. The PRTT will also write the grant to the NCSD Rec Board for matching funds for each of the phases. This project fits their funding parameters. Approximately \$200,000 from the sale of the 2 City lots on Begonia St. could also be available for this project.

2. Casper College to Rotary Park (3 Phases)

This project involves construction of a safe and separate non-motorized trail on the west side of the Mountain Road from the intersection of College Drive at Casper College to Rotary Park. Phase I will be concrete and Phase II and III will be asphalt. The PRTT will write the grant application for the WYDOT TAP grant funds for all three phases of this project and use One Cent funds and other local funds as a match. The PRTT will also write a grant to the NCSD Rec Board for matching funds for each of the phases. This project fits their funding parameters.

Phase I - College Drive to 29th Street - FY 2016

Phase II - 29th Street to 60th Street - FY 2017

Phase III - 60th Street to Rotary Park - FY 2018

3. Morad Park to Mountain View Shopping Center/Walmart

This project involves extending the current bypass trail in Morad Park up the hill to the stoplight that leads into the Mountain View/Walmart shopping center. The PRTT views this project as a first step to a connection between this growing retail space and the Wolf Creek neighborhood and our community's non-motorized trail system. Our organization has received many comments regarding the challenge for residents of this area to access the River Trail. The stoplight will be equipped with a pedestrian crossing button at the grade crossing of CY Avenue.

4. Respect Our River Safety Committee

After the tragic drowning of Alex Cressy in the summer of 2014, a citizen led committee was formed to work on river safety initiatives. This committee, under the leadership of Chief Kenny King and his colleague, Jennifer Henderson, has accomplished a great deal including but not limited to 1) installation of 22 river caution signs from Robertson Road to Lake Mackenzie., 2) organization of an educational campaign for NCSD students, 3) design and fabrication of life jacket loaner stations to be placed strategically at key river entry points, 4) acquisition of 20 life ring rescue units that will be placed at key locations, 5) organization of a river safety media campaign that will run from Memorial Day to Labor Day and 5) acquisition of life jackets to be placed in the loaner stations. The PRTT agreed to serve as the fiscal agent for this committee and to receive, record, acknowledge and track all donations for this effort. The ROR committee asked the PRTT to request funds to assist the committee with its efforts to keep an adequate supply of life jackets, educational materials and incentives for school aged children, promotional materials and media efforts over the next four years.

5. Bryan Stock Trail Ponds

In 1998 the PRTT and the City of Casper, along with many other community stakeholders, accepted a Master Plan to conserve and preserve the ponds area now owned by Knife River. At the time we had a willing property owner who was agreeable to negotiating the sale of the property to the City of Casper. That opportunity was lost when the operation was sold and then sold again. Our opening discussion with Knife River has been to purchase 25.5 acres of land with an installed 1 mile trail loop is \$985,000. The engineers estimate to install the trail along is \$698,960. This project will enhance the City's improvements around the Lake MacKenzie dog park and could prove beneficial to the remediation efforts at the landfill as well as the River Restoration project. **Time is of the essence with this project. The PRTT suggests that this project could be a perfect fit for unallocated One Cent #14 funds.**

Ownership of Project:

Paradise Valley to River Heights/Robertson Rd.

The City will be the owner of the bridge and hold the easement for the trail

Casper College to Rotary Park

The trail will be located within the ROW. If an easement is necessary with WYDOT, the City of Casper will hold that easement.

Morad Park to Mountain View Shopping Center/Walmart

The City of Casper owns Morad Park.

Population to Be Served By This Project

The River Trail and the Casper Rail Trail as well as other safe and separate trails throughout the community are crucial to our community's non-motorized transportation plan. In addition, our community's trails are FREE and available for use by all of the residents of Natrona County (70,000 + people) as well as tourists and visitors to our area. Unlike other recreation opportunities in the community use of the trail is FREE and accessible to people of all ages and abilities and serve users with a range of interests from runners and cyclists, nature and bird lovers, to anglers, boaters and river enthusiasts.

Funding Sources

The PRTT strives to construct community trails projects by leveraging One Cent funds as a match for state and local grants. We have been very successful in writing grants to WYDOT and other funding sources over the

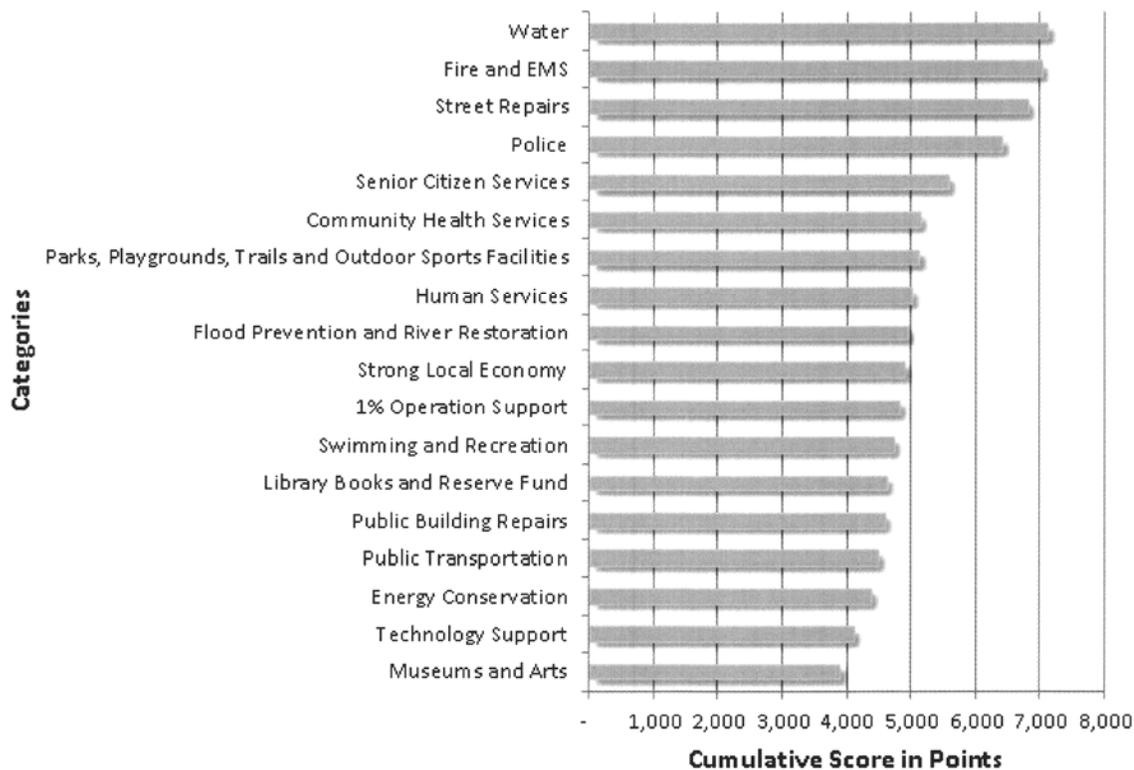
past 30 years. The projects we have identified also fit within the scope of the Natrona County School District's Recreation Board funding. We plan to apply for funding (as shown on our funding timeline) from that source. For the Paradise Valley to Robertson Rd. project we understand that the City is willing to sell 2 of the lots adjacent to be used for the trailhead and bridge approach.

Proposed Completion

The PRTT proposes to construct the identified projects over the 4 year One Cent #15 funding period. The PRTT strives to spread projects out over the four year period to take advantage of annual funding opportunities from sources such as WYDOT.

Citizens' Survey

According to the One Cent Citizen Survey, trails rank just behind infrastructure and essential public safety as a priority for citizens. In fact, trails are essentially viewed by the public as being as important as community health services and slightly ahead of human services. It appears that citizens realize that trails are available for use by everyone in our community regardless of ability. And in addition to improving the quality of life for citizens, trails improve the appearance of a community and positively impact economic development.



ATTACHMENTS & ADDITIONAL INFORMATION

1. Detailed Engineers Cost Estimate & Preliminary Design Exhibits For:

- i. Paradise Valley to Robertson
- ii. Casper College to Rotary Park
- iii. Morad Park to Shopping Center
- iv. Bryan Stock Trail Ponds

2. Operation/Maintenance Cost Estimates:

The PRTT's estimated operating costs, including wages and payroll taxes, building occupancy costs, liability insurance, office expenses and advertising and publicity are about \$112,000 per year. In the past few years the City of Casper has allocated \$50,000 per year to assist with these costs, and the remainder comes out of our unrestricted donations and fundraising efforts. See Also - 2.i.

3. Capital Investment Maintenance/Replacement Plan:

The PRTT has been proactive in trying to provide funding for the maintenance and replacement of our pathways and amenities. In 2002 PRTT established a permanent endowment fund for this purpose. We currently have about \$800,000 invested in the endowment. This endowment makes semi-annual distributions of the income which equal about \$20,000 per year. This does not cover all of our maintenance needs, but covers the wages of our part time maintenance employee of around \$10,000 per year and provides funds for maintenance and signage needs. In the past few years, our total maintenance costs have been close to \$25,000. The remaining maintenance funds also come out of our unrestricted contributions and the fundraising efforts of the Board.

4. Cost Estimate Substantiation:

- i.

5. Funding Timeline:

- i.

6. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)

- i.

7. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.

8. Needs Data: Include any relevant data which supports the need for the project.

- i. In 2013 the City of Casper completed a Bikeway and Walkway master plan. Non-motorized trails were an essential component of that plan. Safe and separate trails work well in Wyoming. The PRTT believes the projects we have presented here will positively impact our community's non-motorized transportation system.
- ii. The PRTT recently conducted a trails survey attached here. The survey was made available via direct email to 569 email addresses in the PRTT database. We received 110 responses, or just under 20% response rate. The survey was also made available on Facebook and on our website. Some of the most interesting information we received included.
 1. Walking, cycling, walking the dog/viewing nature and running were the top 4 activities of trail users.
 2. The top 3 most popular sections of the river trail (of 6 that were listed) were 1. East of Crossroads, 2. Crossroads to Pumphouse 3. Morad Park.

3. The top 3 answers to question # 6, What would increase the appeal of the trail to you were 1. Better connection to other trails, 2. Extending the trail further and 3. Safer crossings.
4. The top response to question #12 "Where are more trails, bike lanes/routes needed was Casper to Casper Mountain.
5. 90.8% of respondents feel safe on our trails!



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: Platte River Trails 4 Year Trails Plan

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$ 651,032	\$ 375,562	\$ 374,875	\$ 555,475
Grants:				
Private	\$ 100,000	\$ 75,000	\$75,000	\$ 75,000
Federal	\$	\$	\$	\$
State	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
*Donations (cash)	\$ 200,000	\$	\$	\$
*Donations (in-kind)	\$	\$	\$	\$
Project Income	\$	\$	\$	\$
**Loans	\$ _____	\$ _____	\$ _____	\$ _____
 TOTAL FUNDING AVAILABLE	 <u>\$1,301,032</u>	 <u>\$ 800,562</u>	 <u>\$799,875</u>	 <u>\$ 980,475</u>

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

SEE INDIVIDUAL PROJECT COST ESTIMATES ATTACHED

Engineering/Architectural Fees (Design/Construction Administration)	\$ _____
• Contingency	\$ _____
Land Costs	\$ _____
Construction Costs (Labor and Materials)	\$ _____
• Contingency	\$ _____
Furnishings	\$ _____
Equipment Acquisition	\$ _____
TOTAL	\$ _____

Estimated Annual Operating/Maintenance Costs \$ 112,000

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

The PRTT's estimated operating costs, including wages and payroll taxes, building occupancy costs, liability insurance, office expenses and advertising and publicity are about \$112,000 per year. In the past few years the City of Casper has allocated \$50,000 per year to assist with these costs, and the remainder comes out of our unrestricted donations and fundraising efforts. See Also - 2.i.

ATTACHMENTS & ADDITIONAL INFORMATION

1. Detailed Engineers Cost Estimate & Preliminary Design Exhibits For:

- i. Paradise Valley to Robertson
- ii. Casper College to Rotary Park
- iii. Morad Park to Shopping Center
- iv. Bryan Stock Trail Ponds

2. Operation/Maintenance Cost Estimates:

The PRTT's estimated operating costs, including wages and payroll taxes, building occupancy costs, liability insurance, office expenses and advertising and publicity are about \$112,000 per year. In the past few years the City of Casper has allocated \$50,000 per year to assist with these costs, and the remainder comes out of our unrestricted donations and fundraising efforts. See Also - 2.i.

3. Capital Investment Maintenance/Replacement Plan:

The PRTT has been proactive in trying to provide funding for the maintenance and replacement of our pathways and amenities. In 2002 PRTT established a permanent endowment fund for this purpose. We currently have about \$800,000 invested in the endowment. This endowment makes semi-annual distributions of the income which equal about \$20,000 per year. This does not cover all of our maintenance needs, but covers the wages of our part time maintenance employee of around \$10,000 per year and provides funds for maintenance and signage needs. In the past few years, our total maintenance costs have been close to \$25,000. The remaining maintenance funds also come out of our unrestricted contributions and the fundraising efforts of the Board.

4. Cost Estimate Substantiation:

- i.

5. Funding Timeline:

- i.

6. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)

- i.

7. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.

- i.

8. Needs Data: Include any relevant data which supports the need for the project.

- i. The PRTT recently conducted a trails survey attached here. The survey was made available via direct email to 569 email addresses in the PRTT database. We received 110 responses, or just under 20% response rate. The survey was also



**PROPOSED PATHWAY ALIGNMENT
CASPER, WYOMING**

DATE: 11/15/2011
 DRAWN BY: J. HARRIS
 CHECKED BY: J. HARRIS
 SCALE: 1" = 300'



Paradise Valley to Robertson Rd.

1.1

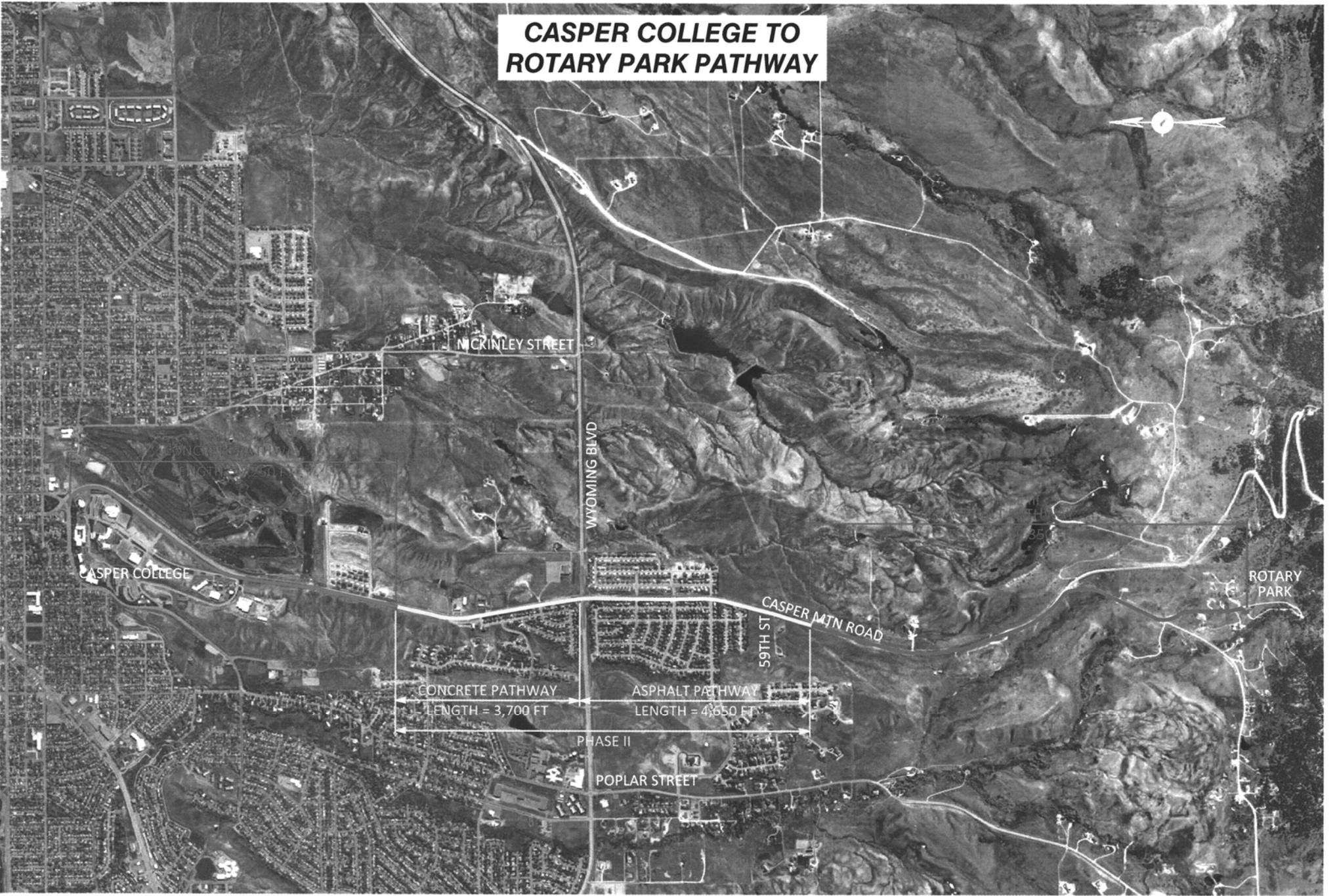
ENGINEER'S ESTIMATE OF TOTAL CONSTRUCTION COST

River Heights Pathway

Prepared by: Brad Holwegner, WLC - 6/11/2013

ITEM	UNIT	ESTIMATED QUANTITY	UNIT COST	TOTAL COST
ON-SITE IMPROVEMENTS				
MOBILIZATION	LS	LUMP SUM	\$63,241.50	\$63,241.50
MISCELLANEOUS FORCE ACCOUNT	FA	1	\$10,000.00	\$10,000.00
UNCLASSIFIED EXCAVATION	CY	4500	\$3.50	\$15,750.00
5" CONCRETE PATHWAY	SY	3040	\$70.00	\$212,800.00
4" CRUSHED BASE	SY	3040	\$7.50	\$22,800.00
SEEDING AND RECLAMATION	AC	1	\$2,100.00	\$2,100.00
PEDESTRIAN BRIDGE	LS	1	\$640,000.00	\$640,000.00
SUBTOTAL =				\$966,891.50
ESTIMATED CONSTRUCTION COST=				\$966,691.50
10% CONTINGENCY =				\$96,669.15
ESTIMATED DESIGN ENGINEERING =				\$96,669.15
ESTIMATED CONSTRUCTION ENGINEERING =				\$116,002.98
TOTAL ESTIMATED CONSTRUCTION COST=				\$1,276,032.78

CASPER COLLEGE TO ROTARY PARK PATHWAY



CASPER COLLEGE TO ROTARY PARK PATHWAY
 PLATTE RIVER TRAILS TRUST
 PREPARED BY: WWC ENGINEERING, 12/19/2014

Phase I: Casper College to 29th St.

ITEM	UNIT	ESTIMATED QUANTITIES	UNIT COST \$\$	TOTAL COST
FORCE ACCOUNT	\$\$	5000	\$1.00	\$5,000.00
MOBILIZATION	LS	LUMP SUM	\$60,000.00	\$60,000.00
UNCLASSIFIED EXCAVATION	CY	5000	\$7.50	\$37,500.00
6" CONCRETE PATH W/4" C.B.	FT	7250	\$75.00	\$543,750.00
MISCELLANEOUS (SEEDING, CULVERTS, ETC)	LS	1	\$32,500.00	\$32,500.00

SUBTOTAL= \$678,750.00
 15% CONTINGENCY= \$101,812.50
PHASE I TOTAL CONSTRUCTION COST= \$780,562.50

Phase II: 29th St. to 60th St.

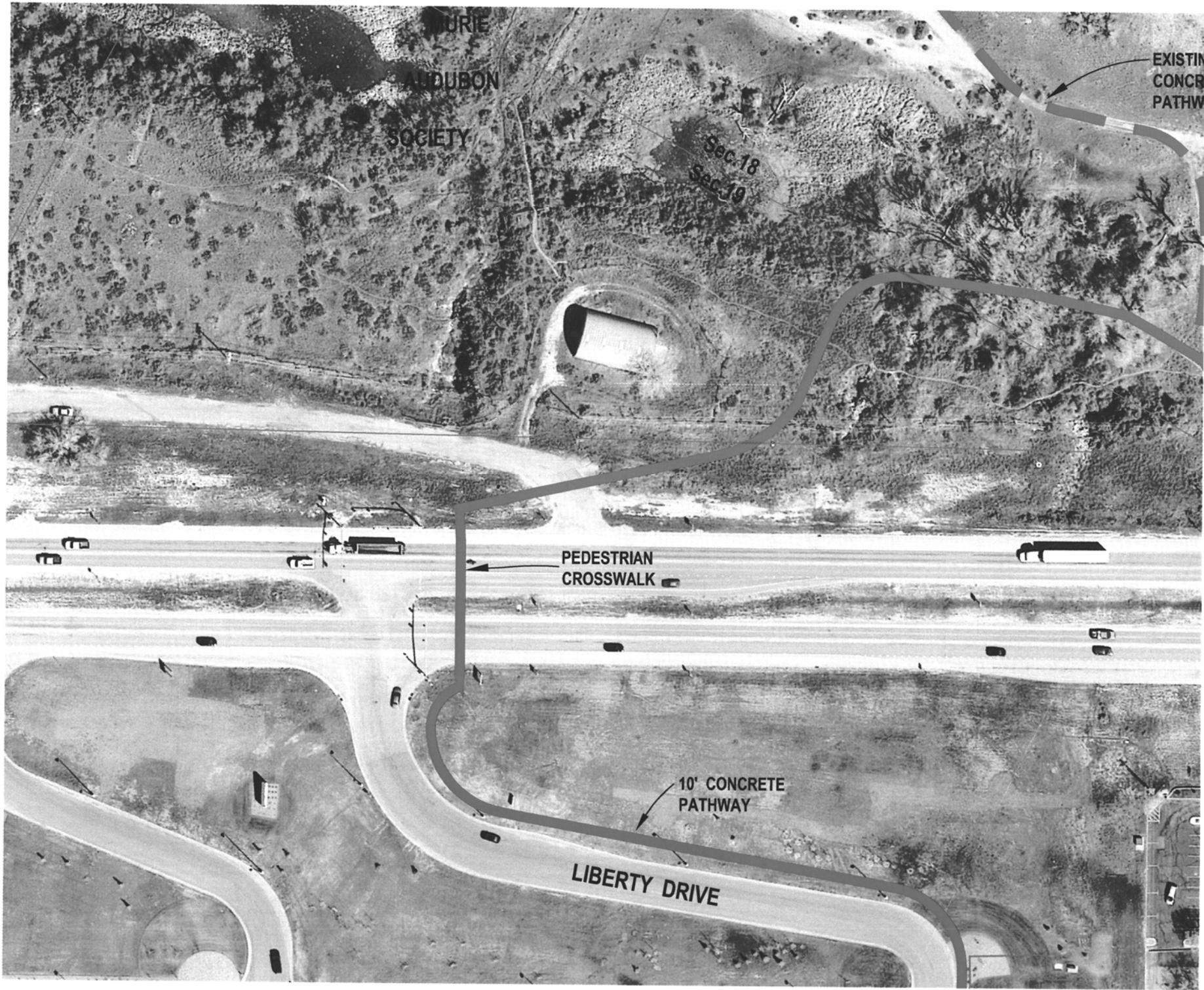
ITEM	UNIT	ESTIMATED QUANTITIES	UNIT COST \$\$	TOTAL COST
FORCE ACCOUNT	\$\$	5000	\$1.00	\$5,000.00
MOBILIZATION	LS	LUMP SUM	\$60,000.00	\$60,000.00
UNCLASSIFIED EXCAVATION	CY	10000	\$7.50	\$75,000.00
6" CONCRETE PATH W/4" C.B.	FT	3700	\$75.00	\$277,500.00
3" ASPHALT PATH W/5" C.B.	FT	4650	\$50.00	\$232,500.00
MISCELLANEOUS (SEEDING, CULVERTS, ETC)	LS	1	\$32,500.00	\$32,500.00

SUBTOTAL= \$682,500.00
 15% CONTINGENCY= \$102,375.00
PHASE II TOTAL CONSTRUCTION COST= \$784,875.00

Phase III: 60th St. to Rotary Park

ITEM	UNIT	ESTIMATED QUANTITIES	UNIT COST \$\$	TOTAL COST
FORCE ACCOUNT	\$\$	5000	\$1.00	\$5,000.00
MOBILIZATION	LS	LUMP SUM	\$65,000.00	\$65,000.00
UNCLASSIFIED EXCAVATION	CY	12000	\$7.50	\$90,000.00
3" ASPHALT PATH W/5" C.B.	FT	9350	\$50.00	\$467,500.00
MISCELLANEOUS (SEEDING, CULVERTS, ETC)	LS	1	\$45,000.00	\$45,000.00

SUBTOTAL= \$672,500.00
 15% CONTINGENCY= \$100,875.00
PHASE III TOTAL CONSTRUCTION COST= \$773,375.00



Estimate of Cost - Morad Park Pathway Extension; Platte River Trails

April, 2014

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Mobilization and Bonds	LS	1	\$15,000.00	\$ 15,000.00
2	Traffic Control	LS	1	\$3,000.00	\$ 3,000.00
3	Earthwork	LS	1	\$7,500.00	\$ 7,500.00
4	F&I Concrete Pathway	SY	1,700	\$40.00	\$ 68,000.00
5	F&I Block Retaining Walls	LS	1	\$7,500.00	\$ 7,500.00
7	F&I Pedestrian Crossing at Highway	LS	1	\$15,000.00	\$ 15,000.00
10	Pathway Appurtenances (Benches, Signs, etc.)	LS	1	\$20,000.00	\$ 20,000.00
11	F&I Seeding & Mulching	LS	1	\$10,000.00	\$ 10,000.00
Total Bid Price					\$ 146,000.00
20% Contingency					\$ 29,200.00
15% Engineering					\$ 21,900.00
Total Project Cost					\$ 197,100.00



PLATTE PARK ROAD

CITY OF CASPER REGIONAL LANDFILL

NORTH PLATTE RIVER

METRO ROAD

PHASE I (25.5 ACRES)

PROPOSED 10' CONCRETE PATHWAY

BRYAN EVANSVILLE ROAD

INTERSTATE 25

LAKE MCKENZIE DOG PARK

EXISTING PATHWAY

BRYAN STOCK TRAIL

NORTH CASPER

I. iv.

ENGINEER'S ESTIMATE OF TOTAL CONSTRUCTION COST
BRYAN STOCK TRAIL PATHWAY EXTENSION
 Prepared By: Brad Holwegner, WLC - 2/12/14

ITEM	UNIT	ESTIMATED QUANTITY	UNIT COST	TOTAL COST
MOBILIZATION	LS	LUMP SUM	\$35,174.13	\$35,174.13
MISCELLANEOUS FORCE ACCOUNT	FA	1	\$5,000.00	\$5,000.00
UNCLASSIFIED EXCAVATION	CY	300	\$4.50	\$1,350.00
REMOAVE AND REPLACE TOPSOIL	CY	850	\$2.50	\$2,125.00
5" CONCRETE PATHWAY (4,350 LINEAL FEET)	SY	5065	\$65.00	\$329,225.00
4" CRUSHED BASE	SY	5065	\$7.50	\$37,987.50
SEEDING AND RECLAMATION	AC	3	\$2,100.00	\$6,300.00
AREA CLEANUP AND DISPOSAL	LS	1	\$50,000.00	\$50,000.00
CLEARING AND GRUBBING	LS	1	\$20,000.00	\$20,000.00
EXISTING STRUCTURE SHELTER CONVERSION	LS	1	\$15,000.00	\$15,000.00
TRASH RECEPTACLE	EA	6	\$3,300.00	\$19,800.00
PICNIC TABLE	EA	3	\$3,100.00	\$9,300.00
PARK BENCH	EA	3	\$600.00	\$1,800.00
TRAIL MAP SIGN	EA	2	\$2,300.00	\$4,600.00

SUBTOTAL = \$537,661.63
 ESTIMATED CONSTRUCTION COST= \$537,661.63
 10% CONTINGENCY= \$53,766.16
 ESTIMATED DESIGN ENGINEERING= \$43,012.93
 ESTIMATED CONSTRUCTION ENGINEERING= \$64,519.40
 TOTAL ESTIMATED CONSTRUCTION COST= \$698,960.11

TOTAL ESTIMATED CONSTRUCTION COST PER LINEAL FOOT = \$160.68

Platte River Trails Trust
Budget City FY July, 2014 to June, 2015

	Actual July '13 - June '14 (12 mo)	Budget		
		Total	Operations	Maintenance Projects
INCOME				
4100 · Unrestricted Donations				
4110 · Board Member - U/R	9,450.00			
4115 · Membership Revenue	0.00			
4120 · Individual - U/R	22,283.00			
4130 · Non-Individual - U/R	37,350.00			
Total 4100 · Unrestricted Donations	69,083.00	20,000.00	20,000.00	
4101 · 20% Unrestricted to Endowment				
4150 · Non-Cash Contrib - U/R	600.00	0.00	0.00	
4200 · Restricted Donations				
4210 · Board Member - Restricted	0.00			
4220 · Individual - Restricted	0.00			
4130 · Non-Individual - Restricted	7,650.00			
4255 · Endowment Funds Dist - Maint.	18,385.67	20,000.00		20,000.00
4279 · Other Restricted Donations	150,000.00			
Total 4200 · Restricted Donations	176,035.67			
4280 · In-Kind Donations	0.00	0.00		
4300 · Government Grants & Revenue				
4301 · Excess One-Cent Funds Received				
- Additional money from Bridge (have \$3,855.90 available)		0.00		0.00
4313 · One-Cent Funds Revenue - #13				
- Eastdale to Walsh				0.00
- Pumphouse Landscaping				0.00
4314 · One-Cent Funds Revenue - #14				
- Operations	50,000.00	50,000.00	50,000.00	
- Morad Park ByPass				0.00
- Ft. Casper Underpass		442,220.00		442,220.00
4322 · WYDOT - Rail-Trail	0.00			
- Morad Park ByPass				0.00
- Ft. Casper Underpass		358,000.00		358,000.00
4345 · Natrona Co Recreation Board				
- Ft. Casper Underpass		150,000.00		150,000.00
4410 · Bench & Table Sponsorships				
4411 · Bench/Table Sponsorships Revenue	0.00			
4412 · 50% to Endowment	0.00			
Total 4410 · Gain/Loss on Investments	0.00	0.00		
4510 · Sign Sponsorship				
4511 · Sign Sponsorship	32,600.00			
4512 · Sign Sponsorship	(648.45)			
Total 4510 · Sign Sponsorship	31,951.55	30,000.00	30,000.00	0.00
4600 · Rental Income -				
4605 · Pumphouse Rents	33,849.50	35,000.00		
4606 · Outside Vendor Rents	1,270.75	1,000.00		
4607 · Patio/Pathway Rents	550.00			
4610 · Restaurant Rent- Gigi	1,400.00	0.00		
4615 · Meeting Room Rents	0.00	2,200.00		
4620 · Rent from Raft/Bicycle Vendor	400.00	0.00		
4655 · Advertising - Pumphouse	(1,705.47)	(4,000.00)		
4657 · General - Pumphouse	(1,558.25)	(1,500.00)		
4660 · Insurance - Pumphouse	(10,608.00)	(10,600.00)		
4665 · Laundry - Pumphouse	105.71			
4670 · Repairs & Maint - Pumphouse	(7,516.79)	(7,500.00)		

Platte River Trails Trust
 Budget City FY July, 2014 to June, 2015

	Actual July '13 - June '14 (12 mo)	Budget		
		Total	Operations	Maintenance Projects
4675 · Telephone & Internet - Pumphouse	(3,705.01)	(3,700.00)		
4680 · Utilities - Pumphouse	(14,135.39)	(15,000.00)		
4695 · Commissions - Pumphouse (40%)	(14,470.00)	(14,880.00)		
Total Pumphouse (Rent/Phone was \$5,500/year)	(16,122.95)		(18,980.00)	
4690 · 37% of Pumphouse Costs - Office Space	19,800.00	21,200.00	21,200.00	
4910 · River Fest (Fall Festival) -				
4911 · Fall Festival Revenue	17,926.00	15,000.00		
4912 · Fall Festival - Underwriting	7,111.50	6,000.00		
4915 · Fall Festival - Rotary Funds	15,131.50	12,000.00		
4916 · Fall Festival - I-Kind Donations	0.00	0.00		
4918 · Fall Festival Expenses	(7,785.33)	(7,500.00)		
Total 4910 · Fall Festival -	32,383.67	25,500.00	25,500.00	
4950 · Wyoming Trails Summit				
4951 · Trail Summit Registration Fees	846.00			
4952 · Trail Summit - Underwriting	5,000.00			
4953 · Trail Summit Expenses	(23,379.09)			
Total 4930 · Walk for the Parkway	(17,533.09)	0.00		
4975 · Interest Income - MMA	13.49	0.00	0.00	
Total Income	346,211.34	1,097,940.00	127,720.00	20,000.00 950,220.00
EXPENSES:				
5020 · Accounting	2,750.00	2,900.00	2,900.00	
5030 · Advertising & Publicity				
5031 · Annual Report	663.80	900.00	900.00	
5033 · Brochures	0.00	100.00	100.00	
5035 · Newsletter	0.00	500.00	500.00	
5039 · Other	1,560.37	600.00	600.00	
5045 · Annual Meeting Expense	1,942.54	1,500.00	1,500.00	- 2014 business after hrs
5090 · Bank & Wire Fees	(3.96)	50.00	50.00	- 2014 noe poster boards
5140 · Donations - Other Non-Profits	0.00	0.00	0.00	
5150 · Donor Recognition	0.00	500.00	500.00	
5160 · Depreciation & Amortization	322,632.68	N/A	N/A	
5170 · Dues & Memberships	1,508.00	1,600.00	1,600.00	
5200 · Engraving Expense	0.00	500.00	500.00	
5350 · Insurance	7,528.00	7,700.00	7,700.00	
5575 · Office Occupancy Allocation (Above)	19,800.00	21,200.00	21,200.00	
5580 · Office Supplies & Expense	2,720.78	3,000.00	3,000.00	
5610 · Pathway Maintenance	3,161.12	12,000.00		12,000.00
Computer Purchase		0.00	0.00	
5615 · Pathway Repairs	242.80	0.00	0.00	
5620 · Pathway Signage	1,658.79	1,700.00		1,700.00
5650 · Postage	358.89	400.00	400.00	
5660 · Printing & Copying	464.85	500.00	500.00	
5670 · Prizes & Awards	33.25	50.00	50.00	
5690 · Rent	0.00			
5835 · Taxes - Payroll	7,450.30	8,138.00	8,138.00	
5860 · Taxes - Other	0.00	50.00	50.00	
5890 · Telephone & Internet Charges (Angela)	1,110.00	1,200.00	1,200.00	
5900 · Travel & Meals	0.00	200.00	200.00	
5980 · Wages - Administrative	51,999.96	52,000.00	52,000.00	
Bonus	6,500.00	6,500.00	6,500.00	

2.i.

Platte River Trails Trust
 Budget City FY July, 2014 to June, 2015

	Actual		Budget			
	July '13 - June '14 (12 mo)		Total	Operations	Maintenance	Projects
5985 · Wages - Maintenance	7,714.00		8,000.00		8,000.00	
5987 · Workshops & Seminars	0.00		1,500.00	1,500.00		
5990 · Write-Off of Old Equipment	0.00		0.00	0.00		
Total Expense	441,796.17	(441,796.17)	133,288.00	111,588.00	21,700.00	0.00
Other Income/Expense						
Other Income						
6100 · Endowment Cash Contributions						
6110 · Board Members Endow Cont	0.00					
6120 · Individual Endow Cont	0.00					
6130 · Company Endow Cont	0.00					
Total 6100 · Endowment Cash Contributions	0.00					
6310 · Endowment - 20% Unrestricted Don	0.00					
6510 · Endowment Interest/Dividend	15,178.20					
6610 · Gain/Loss on WCF Endowment Fund	140,281.96					
Total Other Income	155,460.16					
Other Expense						
6810 · Endowment Expenses	11,794.33					
6850 · Endowment Distributions	18,385.67					
Total Other Expense	30,180.00					
Net Other Income - Endowment	125,280.16	125,280.16				
Projects:						
- Morad Park ByPass			0.00			0.00
- Ft. Casper Underpass			942,220.00			942,220.00
- Jonah Bank Bridge/Park			0.00			0.00
			942,220.00	0.00	0.00	942,220.00
Net Income (Loss)	29,695.33	22,432.00	16,132.00	(1,700.00)	8,000.00	
From Restricted Funds already received						
Excess (Shortage)					8,000.00	



PLATTE RIVER TRAILS TRUST
PO BOX 1228
CASPER, WY 82602
307 577-1206

Angela Emery
Executive Director

Board of Directors

Heidi Walker, President
Bruce English, Vice-President
Chris Smith, Treasurer
Clarke Turner, Secretary
Eric Easton, Past President

Scott Buckingham
Joni Hedstrom-Sides
David Hough
Farmer Housholder
Zach Hutchinson
Miguel Leotta
Luis Martinez
Chris Michelson
Pamela Mills
Bob Moenkhaus
Elliott Ramage
Bart Rea
Keith Tyler
Nancy Witzeling
Todd Wykert

Ex Officio Members

Jolene Martinez
City of Casper
Dan Coryell
City of Casper
Donna Cuin
UW Agricultural Extension
Jeff Goetz
Wyo Dept of Transportation
Janet Milek
Wyoming Game & Fish
Richard O'Hearn
Natrona County

February 5, 2015

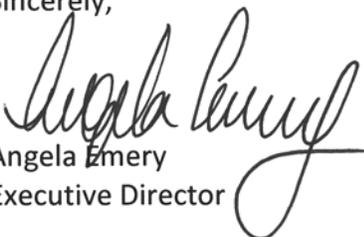
Casper City Council
200 North David Street
Casper, Wyoming 82601

Dear Members of Council;

The Platte River Trails Trust Board is very excited to present this Optional One Cent #15 funding request. Our organization is dedicated to continuing our work to expand and enhance our community's non-motorized trail system. We have some great projects on the horizon that we believe will have wide ranging benefits for all citizens of Casper and Natrona County.

We thank each of you and City staff for all that you do to make Casper a great place to live and work.

Sincerely,


Angela Emery
Executive Director

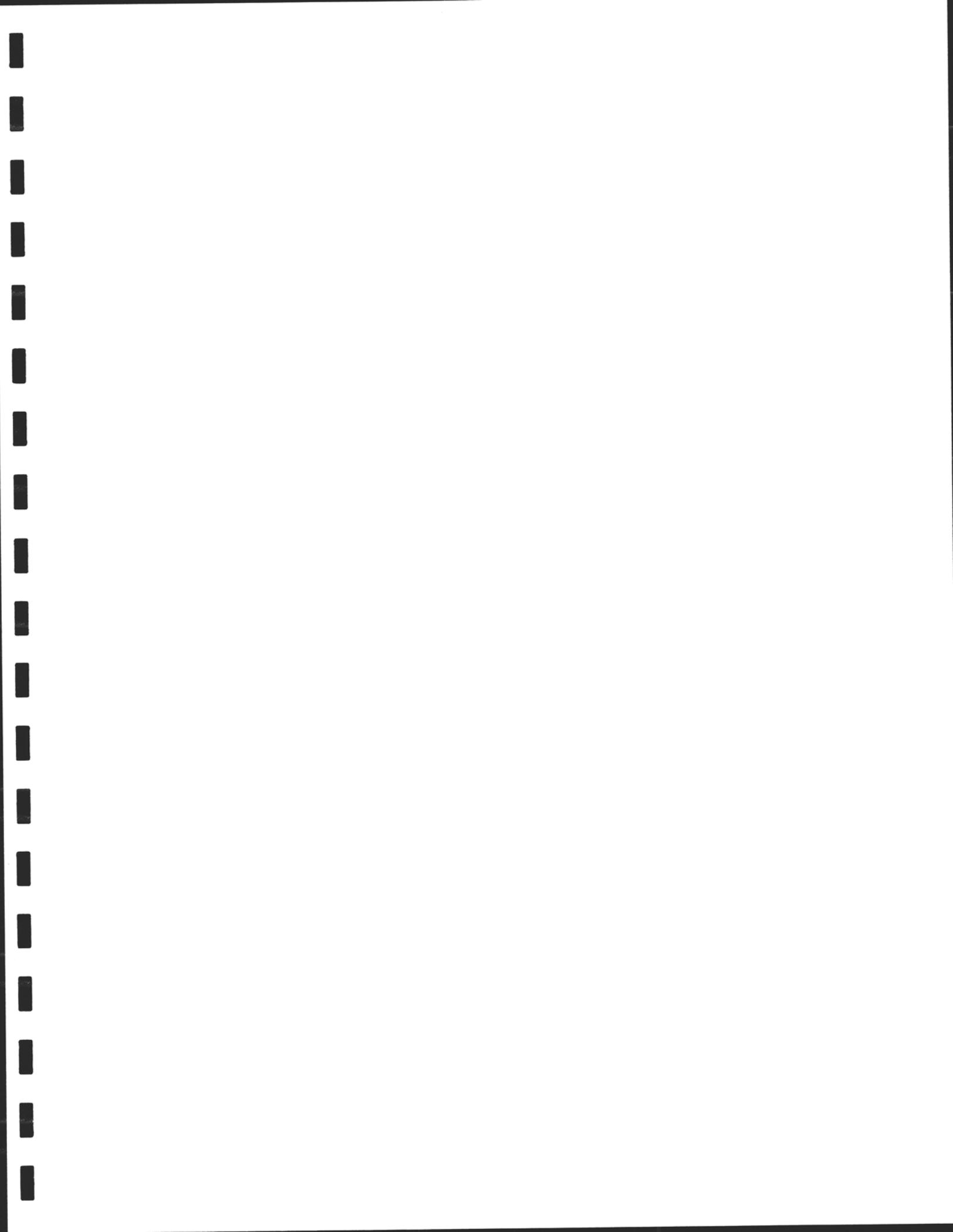
Trails office:
1775 West First Street

Web: platteriverparkway.org
Email: platteriver@wyoming.com



PLATTE RIVER TRAILS TRUST
FINANCIAL REPORT
DECEMBER 31, 2013

LEO RILEY & Co.
Certified Public Accountants



CONTENTS

	<u>Page</u>
ACCOUNTANTS' COMPILATION REPORT	1
FINANCIAL STATEMENTS:	
Statement of Financial Position	2 - 3
Statement of Activity	4
Statement of Functional Expenses	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 15

To the Board of Directors
Platte River Trails Trust
Casper, Wyoming 82601

ACCOUNTANTS' COMPILATION REPORT

We have compiled the accompanying statement of financial position of Platte River Trails Trust, (a nonprofit organization) as of December 31, 2013 and 2012, and the related statements of activities, functional expenses and cash flows for the year ended December 31, 2013. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

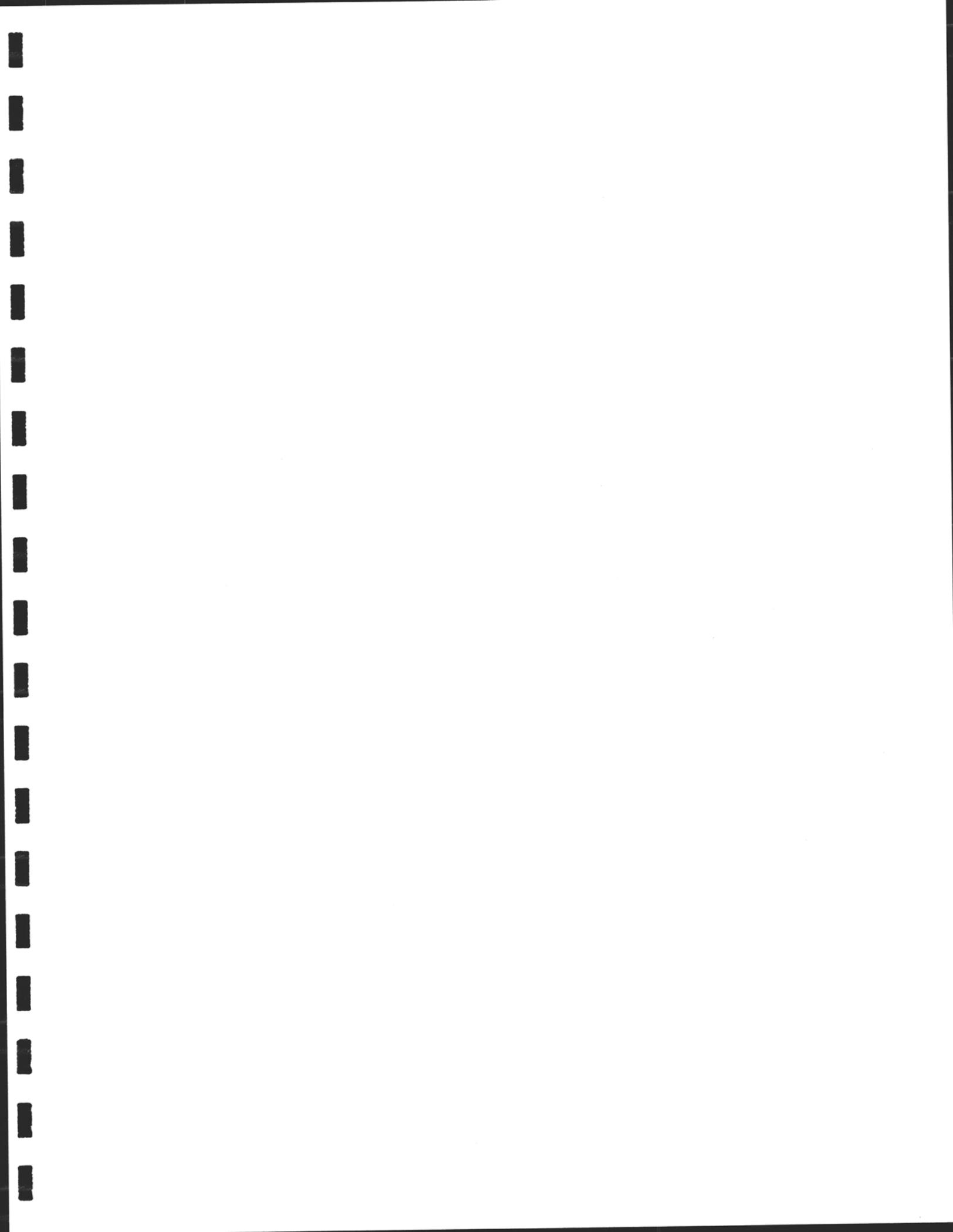
We are not independent with respect to the Platte River Trails Trust.

NOTICE

The accompanying financial statements and our accountants' compilation report are for the purpose of internal use by management of Platte River Trails Trust and for reporting to funding entities and grant applications, and should not be used or relied upon by any other party for any purpose. Additional users of these financial statements and our accountants' compilation report are hereby advised that the liability of Leo Riley & Co., CPAs to third party users who use or rely on this information may be limited pursuant to 1995 Wyo. Sess. Laws, Chapter 155 creating Wyo. Stat. §33-3-201.

Leo Riley & Co

November 6, 2014



LIABILITIES AND NET ASSETS

	<u>2013</u>	<u>2012</u>
CURRENT LIABILITIES		
Accounts payable	\$ 0	\$ 6,222
Payroll taxes payable	<u>0</u>	<u>4,903</u>
Total current liabilities	<u>\$ 0</u>	<u>\$ 11,125</u>
NET ASSETS		
Unrestricted		
Undesignated	\$ 7,857,467	\$ 7,864,669
Board designated reserve	50,000	
Temporarily restricted (Note 7)	159,758	28,153
Permanently restricted (Note 6)	<u>803,972</u>	<u>692,508</u>
Total net assets	<u>\$ 8,871,197</u>	<u>\$ 8,585,330</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 8,871,197</u>	<u>\$ 8,596,455</u>

PLATTE RIVER TRAILS TRUST

STATEMENT OF ACTIVITY
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Combined Totals</u>
SUPPORT AND REVENUE				
Support				
City of Casper One Cent #13 and #14 funds	\$	\$ 107,975	\$	\$ 107,975
WYDOT - TAP Grant		210,481		210,481
Other public support	60,597	157,800		218,397
Total support	<u>\$ 60,597</u>	<u>\$ 476,256</u>	<u>\$</u>	<u>\$ 536,853</u>
Revenue				
Fall Festival revenue	\$ 43,769			
Less: Direct expenses	(7,835)	\$ 35,934	\$	\$ 35,934
Rental income (Note 14)	\$ 17,430			
Less: Direct expenses	(25,555)	(8,125)		(8,125)
Sign sponsorship	\$ 32,000			
Less: Direct expenses	(1,185)	30,815		30,815
Trail Summit revenue	\$ 24,860			
Less: Direct expenses	(29,586)	(4,726)		(4,726)
Interest income		12		12
Dividend income			15,445	15,445
Gain (loss) on investments (net of expenses) (Note 12)			114,405	114,405
Total revenue	<u>\$ 53,910</u>	<u>\$</u>	<u>\$ 129,850</u>	<u>\$ 183,760</u>
Endowment distributions	\$	\$ 18,386	\$(18,386)	\$
Net assets released from restrictions -				
Conditions met	363,037	(363,037)		
Net transfers	<u>\$ 363,037</u>	<u>\$(344,651)</u>	<u>\$(18,386)</u>	<u>\$</u>
Total support and revenue	<u>\$ 477,544</u>	<u>\$ 131,605</u>	<u>\$ 111,464</u>	<u>\$ 720,613</u>
EXPENSES				
Program services	\$ 364,294	\$	\$	\$ 364,294
Management and general	55,197			55,197
Fundraising	15,255			15,255
Total expenses	<u>\$ 434,746</u>	<u>\$</u>	<u>\$</u>	<u>\$ 434,746</u>
Change in net assets	\$ 42,798	\$ 131,605	\$ 111,464	\$ 285,867
Net assets, beginning of year	<u>7,864,669</u>	<u>28,153</u>	<u>692,508</u>	<u>8,585,330</u>
Net assets, end of year	<u>\$ 7,907,467</u>	<u>\$ 159,758</u>	<u>\$ 803,972</u>	<u>\$ 8,871,197</u>

(See accompanying notes and accountants' compilation report)

PLATTE RIVER TRAILS TRUST

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>Program Services</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total</u>
Accounting	\$	\$ 2,750	\$	\$ 2,750
Advertising and publicity	1,373		458	1,831
Annual meeting	57	116	58	231
Bank and wire fees		(4)		(4)
Depreciation - Office equipment	974	1,097	366	2,437
Depreciation - Maintenance equipment	718			718
Depreciation - Pathways	219,555			219,555
Depreciation - Amenities	27,625			27,625
Depreciation - Tate Pumphouse	60,661	12,680	2,818	76,159
Dues and membership	661	662		1,323
Insurance	4,466	1,489		5,955
Office supplies and expense	1,159	1,158	257	2,574
Office occupancy allocated (Note 14)	6,753	6,754	1,501	15,008
Pathway maintenance	3,816			3,816
Postage	333	83	138	554
Printing and copying	261	65	109	435
Taxes - Payroll	3,042	3,041	676	6,759
Telephone and Internet	445	444	99	988
Wages - Administrative	24,863	24,862	8,775	58,500
Wages - Maintenance	7,532			7,532
	<u>\$ 364,294</u>	<u>\$ 55,197</u>	<u>\$ 15,255</u>	<u>\$ 434,746</u>

(See accompanying notes and accountants' compilation report)

PLATTE RIVER TRAILS TRUST

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Combined Totals</u>
CASH FLOWS FROM OPERATING ACTIVITIES				
Changes in net assets	\$ 42,798	\$ 131,605	\$ 111,464	\$ 285,867
Adjustments to reconcile change in net assets to net cash provided by operating activities:				
Depreciation and amortization	326,493			326,493
Distributions from Endowment			18,386	18,386
(Increase) decrease in receivables	(18,046)	2,186		(15,860)
(Increase) decrease in prepaids	(594)			(594)
Increase (decrease) in current liabilities	(11,125)			(11,125)
Net cash provided by operating activities	<u>\$ 339,526</u>	<u>\$ 133,791</u>	<u>\$ 129,850</u>	<u>\$ 603,167</u>
CASH FLOWS USED IN INVESTING ACTIVITIES				
Payments for fixed assets	\$(296,733)		\$	\$(296,733)
Net additions to WCF Endowment			(1,250)	(1,250)
Investment loss (gain) on Endowment investment			(129,850)	(129,850)
Net cash used in investing activities	<u>\$(296,733)</u>	<u>\$</u>	<u>\$(131,100)</u>	<u>\$(427,833)</u>
NET INCREASE (DECREASE) IN CASH	\$ 42,793	\$ 133,791	\$(1,250)	\$ 175,334
CASH, BEGINNING OF YEAR	<u>146,958</u>	<u>16,209</u>	<u>1,250</u>	<u>164,417</u>
CASH, END OF YEAR	<u>\$ 189,751</u>	<u>\$ 150,000</u>	<u>\$ 0</u>	<u>\$ 339,751</u>

(See accompanying notes and accountants' compilation report)

PLATTE RIVER TRAILS TRUST
NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization and History

Platte River Trails Trust (PRTT or the Organization) is a not-for-profit organization under IRS Code Section 501(c)(3). PRTT was organized in 1982. In 2012, the organization changed its name from Platte River Parkway Trust to Platte River Trails Trust.

The Organization is governed by an all volunteer board of directors from throughout the community. The Trust was formed to build a scenic pathway and greenway along the banks of the Platte River through Casper, the majority of which was completed in 2003 when the pathway was extended to the Paradise Valley subdivision. In 2002, the Board agreed to accept the responsibility of planning, funding and developing the Rails-to-Trails project, which was initiated by the City of Casper. PRTT is to develop this trail from Veterans' Park in downtown Casper to Edness Kimball Wilkins State Park, east of Casper.

PRTT is funded by direct contributions from the general public as well as from grants from Natrona County and the City of Casper 1% optional sales tax, Wyoming Department of Transportation (WYDOT) grants, and other grants as they become available.

Basis of Presentation

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Net assets, revenues, expenses, and gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Unrestricted net assets - Net assets that are not subject to donor-imposed stipulations. Assets designated for specific use by the Board of Directors are considered unrestricted net assets.

Temporarily restricted net assets - Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or the passage of time. When a restriction has been met, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. See Note 7 for temporarily restricted net assets.

Permanently restricted net assets - Net assets subject to donor-imposed stipulations that they be maintained permanently by the Organization. Generally, the donors of these assets permit the Organization to use all or part of the income earned on any related investments for general or specific purposes. The Organization's permanently restricted net assets consist of an Endowment Fund established in 2001. These funds are invested with and maintained by the Wyoming Community Foundation. The earnings on the Endowment Fund are currently restricted to the maintenance of the pathway system. See Note 6 for information on the endowment fund.

(See accountants' compilation report)

PLATTE RIVER TRAILS TRUST
NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and Cash Equivalents

For the purposes of the statement of cash flows, the Organization considers all highly liquid investments with an original maturity of one year or less when purchased to be cash equivalents.

Credit Risk

No cash is held in excess of FDIC limits. At December 31, 2013 and 2012, \$78,482 and \$113,470, respectively, was held in money market mutual funds that invest principally in government securities, but is not guaranteed.

Fixed Assets

Fixed assets are recorded at original cost if purchased or fair value at time of donation if donated and are depreciated over the estimated useful lives of the assets, using the straight line method of depreciation. Assets with a cost or fair market value of \$250 or more are normally capitalized and depreciated. The estimated useful lives of pathway assets are as follows:

Concrete paths	35 years
Paved paths	20 - 25 years
Bridges	20 - 50 years
Trees and landscaping	15 - 50 years
Ballards	20 years
Signs	10 - 15 years
Trash receptacles	15 years
Oil derrick	50 years
Irrigation systems	20 years
Concrete walls	50 years
Concrete culverts	30 years
Decorative retaining walls	30 years
White water park work	40 years
Pumphouse building	40 years

Contributions

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor.

Receivables and Bad Debts

The receivables of PRTT at December 31, 2013 are due from the City of Casper and other reliable sources and are considered 100% collectible. Accordingly, the allowance for uncollectible accounts is zero.

(See accountants' compilation report)

PLATTE RIVER TRAILS TRUST
NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Management Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures at the date of the financial statements. Accordingly, actual results could differ from these estimates.

Pumphouse Lease and Expense Allocation

As reflected in Note 14, PRTT owns the "Tate Pumphouse and Trail Center". Starting in 2012, PRTT began renting out the Tate Pumphouse and Trail Center as a venue for special events. The expenses incurred in relation to the operation and maintenance of the building are allocated to offset the rent revenue and also as an expense of the PRTT for office space usage.

Functional Allocation of Expenses

The cost of providing the Organization's various programs and supporting services has been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Advertising

Advertising costs are expensed as incurred.

NOTE 2. FEDERAL INCOME TAXES

PRTT is exempt from federal income taxation under Internal Revenue Code Section 501(c)(3). The Organization has been classified as an organization that is not a private foundation. Under Internal Revenue Service regulations, the prior three years of the returns are available for audit by the IRS.

NOTE 3. INVESTMENTS

Endowment Investments

The Endowment Funds are held and invested by the Wyoming Community Foundation (WCF). As further discussed in Note 6, the assets held by Wyoming Community Foundation consists of pooled investments which are invested in various investment vehicles and the cost basis, market value and investment type and valuation inputs not readily available. Based on the WCF audited financial statements, all WCF investments are valued using Level 1 inputs.

Financial assets valued using Level 1 inputs are based on unadjusted quoted market prices within active markets.

(See accountants' compilation report)

PLATTE RIVER TRAILS TRUST
NOTES TO FINANCIAL STATEMENTS

NOTE 4. ONE CENT FUNDS RECEIVABLE

At December 31, 2013, PRTT had received commitments from the City of Casper and Natrona County Optional One Cent Tax Board as follows:

	One Cent Tax Release #13	One Cent Tax Release #14
<u>December 31, 2013</u>		
Total One Cent fund allocated	\$ 1,120,367	\$ 1,000,000
Less: Amounts previously received	913,810	164,455
Net One Cent funds available	\$ 206,557	\$ 835,545
Less: Unexpended amounts	206,557	789,024
Net receivable at December 31, 2013	<u>\$ -</u>	<u>\$ 46,521</u>

At December 31, 2012, PRTT had received commitments from the City of Casper and Natrona County Optional One Cent Tax Board as follows:

	One Cent Tax Release #13	One Cent Tax Release #14
<u>December 31, 2012</u>		
Total One Cent fund allocated	\$ 1,120,367	\$ 1,000,000
Less: Amounts previously received	913,810	61,835
Net One Cent funds available	\$ 206,557	\$ 938,165
Less: Unexpended amounts	206,557	896,999
Net receivable at December 31, 2012	<u>\$ -</u>	<u>\$ 41,166</u>

NOTE 5. FIXED ASSETS AND PROJECTS

Following is a summary of fixed asset additions for the year ended December 31, 2013:

	Balance 12/31/12	Additions (Deletions)	Balance 12/31/13
Office furniture and equipment	\$ 21,886	\$ 1,145	\$ 23,031
Computer software	215		215
Maintenance equipment	6,801		6,801
Platte River pathways and improvements	4,383,864	276,658	4,660,522
Rail-to-Trail pathway and improvements	2,478,274		2,478,274
Platte River amenities	3,666,347	18,929	3,685,276
Intangibles	6,827		6,827
Total	<u>\$ 10,564,214</u>	<u>\$ 296,732</u>	<u>\$ 10,860,946</u>
Office furniture and equipment			
Laptop computer		\$ 1,145	
Platte River pathways and improvements			
Morad Park South pathway		247,421	
Morad Park landscaping		13,557	
Tate Picnic Area landscaping		15,680	
Platte River amenities			
Tables and chairs - indoor		12,901	
Tables and chairs - outdoor		4,778	
Parking lot electrical outlet		1,250	
Total		<u>\$ 296,732</u>	

(See accountants' compilation report)

PLATTE RIVER TRAILS TRUST
NOTES TO FINANCIAL STATEMENTS

NOTE 5. FIXED ASSETS AND PROJECTS (Continued)

The pathways and amenities are built on properties and easements owned by PRTT, the City of Casper, the Town of Mills and Natrona County, with maintenance costs and responsibilities being shared by these four entities.

Included as a Platte River amenity is \$922,705 in costs related to the Casper White Water Park, which is a water course in the Platte River with water drops suitable for kayaks. This was a joint project of the PRTT and BP/Amoco in conjunction with the reclamation of the old Amoco Refinery. The total project costs were in excess of two million dollars, with BP/Amoco paying the major portion for the four drops completed in 2003. In 2005, PRTT completed the fifth drop which also stabilized the bank where the pathway is located at a cost of \$626,375.

During the year ended December 31, 2010, renovation was completed on the "Tate Pumphouse and Trail Center". This building has a banquet room, a full kitchen, a patio, and a board room, which are available for rent for special events. The building also provides indoor public restrooms for users of the parkway system and contains office space used to house the PRTT office.

Although the Platte River Pathway extends from the east side of Casper to the west, there is still one major area of concern to the PRTT Board. The pathway users are required to cross Wyoming Boulevard (a state highway) at Fort Casper. The Board has to secure funds to install an underpass under Wyoming Boulevard, which should be completed in 2014.

The Platte River Trails Trust has agreed to oversee the completion of the Rail-to-Trail project which was started by the City of Casper in 1998 when it acquired the right-of-way of the abandoned Chicago and Northwestern Rail line from Union Pacific Railroad. The City of Casper completed the pathway from Center Street to Veterans' Park in Casper, and then asked the PRTT to take over the remaining portions. When completed the pathway will extend from Ash Street in Casper to Edness Kimball Wilkins State Park. The Rail-to-Trail path from downtown Casper to Lennox Street was completed in 2006. During 2010, Phase II of the Beverly Street underpass was completed. In 2011, the Rail-to-Trail pathway was extended eastward to Walsh Dr.

Assets acquired by PRTT with governmental money would revert back to the governmental unit if the PRTT were to disband. Additionally, all projects that receive federal funding are sponsored by either the City of Casper or Natrona County and they oversee the administration of the contracts.

NOTE 6. ENDOWMENT FUND

In 2001, the Board of Directors of the Platte River Trails Trust entered into an agreement with the Wyoming Community Foundation (WCF) and created an Endowment Fund, in which the Wyoming Community Foundation holds and invests the endowment funds and accounts for the funds. WCF currently distributes four percent (2% semiannually) as a return on investment. This distribution is based on the average fair market value of the endowment investments over the prior 20 calendar quarters. The endowment distributions are used by PRTT for maintenance costs of the paths and amenities. WCF is an IRC 501(c)(3) exempt organization and has an annual audit. The total distributions made for 2012 were \$23,313.

(See accountants' compilation report)

PLATTE RIVER TRAILS TRUST
NOTES TO FINANCIAL STATEMENTS

NOTE 6. ENDOWMENT FUND (Continued)

Following is a summary of Endowment transactions from inception through December 31, 2013:

Contributions:

Board members donations	\$ 438,150
Individual donations	22,550
Company and other donations	103,000
PRTT Fall Festival - fundraising	68,895
20% of unrestricted donations	<u>34,738</u>
Total contributions	\$ 667,333
Less: Distributions to PRTT	(107,748)
Total cost basis	\$ 559,585
Net investment gains (losses) and administrative costs	<u>244,387</u>
Total Endowment Fund assets	<u>\$ 803,972</u>

At December 31, 2013, Endowment assets consist of:

Beneficial Interest in Wyoming	
Community Foundation Funds (Level 1)	<u>803,972</u>
Total fair market value	<u>\$ 803,972</u>

Generally accepted accounting principles require investments to be classified by the level of fair value hierarchy (Level 1, 2, or 3). Level 1 assets are valued using quoted prices in active markets for identical assets. Level 2 assets are valued using significant other observable inputs. Level 3 assets are valued using significant unobservable inputs.

The beneficial interest in Wyoming Community Foundation funds are held in various assets, the composition of which is not readily available. However, according to the audited financial statements of Wyoming community Foundation, all the assets are Level 1.

NOTE 7. TEMPORARILY RESTRICTED NET ASSETS

PRTT has the following temporarily restricted net assets at December 31, 2013 and 2012:

	<u>2013</u>	<u>2012</u>
Maintenance	\$ 9,758	\$ 13,653
Fort Caspar Underpass	150,000	
Other		14,500
	<u>\$ 159,758</u>	<u>\$ 28,153</u>

Which consisted of the following assets:

	<u>2013</u>	<u>2012</u>
Cash	\$ 150,000	\$ 16,209
Endowment distribution receivable	9,758	11,944
	<u>\$ 159,758</u>	<u>\$ 28,153</u>

(See accountants' compilation report)

PLATTE RIVER TRAILS TRUST
NOTES TO FINANCIAL STATEMENTS

NOTE 8. DONATED SERVICES, MATERIALS, AND FACILITIES

Generally Accepted Accounting Principles require contributions of donated services that require specialized skills, provided by individuals possessing those skills, which would typically need to be purchased if not provided by donation, be recorded at their fair values in the period received. Although such services were received from Board members, as well as governmental units, none were booked as the values are not readily determinable.

PRTT also receives many hours of donated services from unpaid volunteers. No amounts have been recognized in the accompanying statements of activities for these services because the criteria for recognition of such volunteer effort under Generally Accepted Accounting Principles have not been satisfied.

Contributed materials are recorded at fair market value when determinable, otherwise at values indicated by the donor.

NOTE 9. CONCENTRATIONS

PRTT receives a majority of its funding from local government funding. If this funding was cut off, the Organization would be required to cut back on its programs substantially.

NOTE 10. BENEFICIAL INTEREST IN CRUT

During 2003, PRTT was notified that it was named as a 5% beneficiary in a Charitable Remainder UniTrust (CRUT). This means that upon the death of the initial beneficiary, PRTT will receive 5% of the remaining trust assets. The value of this five percent interest was not available at December 31, 2013. The Board has earmarked this donation to go to the Endowment Fund when it is received.

NOTE 11. RELATED PARTY TRANSACTIONS

As discussed in Note 8, many services are donated by members of the Board of Directors and their business entities, which are not booked either because they do not meet the requirements of GAAP or because the value of these services was not determined in order to allow them to be booked. However, during 2013 payments were made to businesses that Board members have an interest in as follows:

Accounting services - Leo Riley & Co.	\$ <u>2,750</u>
---------------------------------------	-----------------

At December 31, 2013, no amounts were due to or due from any related parties.

(See accountants' compilation report)

PLATTE RIVER TRAILS TRUST
NOTES TO FINANCIAL STATEMENTS

NOTE 12. GAIN AND LOSSES

Gains and losses (realized and unrealized) included in investments for the year are reported in revenues as follows for the year ended December 31, 2013:

	<u>Unrestricted</u>	<u>Permanently Restricted</u>
Unrealized gains (losses)	\$	\$ 25,101
Realized gains (losses)		98,729
Investment and administrative fees		(9,425)
	\$	\$ 114,405

NOTE 13. FAIR VALUE OF FINANCIAL INSTRUMENTS

The following methods and assumptions were used by Platte River Trails Trust in estimating the fair value of its financial instruments:

Cash and cash equivalents - The carrying amount reported in the Statement of Financial Position approximates fair value because of the short-term nature of those instruments.

Investments - The fair value of investments in marketable equity and debt securities is based on quoted market prices. The fair value of the investments held in the Endowment Fund by Wyoming Community Foundation are valued by Wyoming Community Foundation and it is not practical to reflect the assets or valuation methods of these investments.

Receivables - The carrying amount reported in the Statement of Financial Position approximates fair value because of the short-term nature of those instruments.

Due on projects - The carrying amount reported in the Statement of Financial Position approximates fair value because of the short-term nature of those instruments.

NOTE 14. TATE PUMPHOUSE INCOME AND EXPENSES

In 2009, PRTT completed renovation of the "Tate Pumphouse and Trail Center." This building is an historic building located next to the Platte River in the middle of the Platte River Trails trail system. The building was renovated and currently houses a restaurant and restrooms for the benefit of trail system users. PRTT's administrative office is also housed in the building. Starting in 2012, PRTT began renting out the Tate Pumphouse and Trail Center as a venue for special events.

(See accountants' compilation report)

PLATTE RIVER TRAILS TRUST
NOTES TO FINANCIAL STATEMENTS

NOTE 14. TATE PUMPHOUSE INCOME AND EXPENSES (Continued)

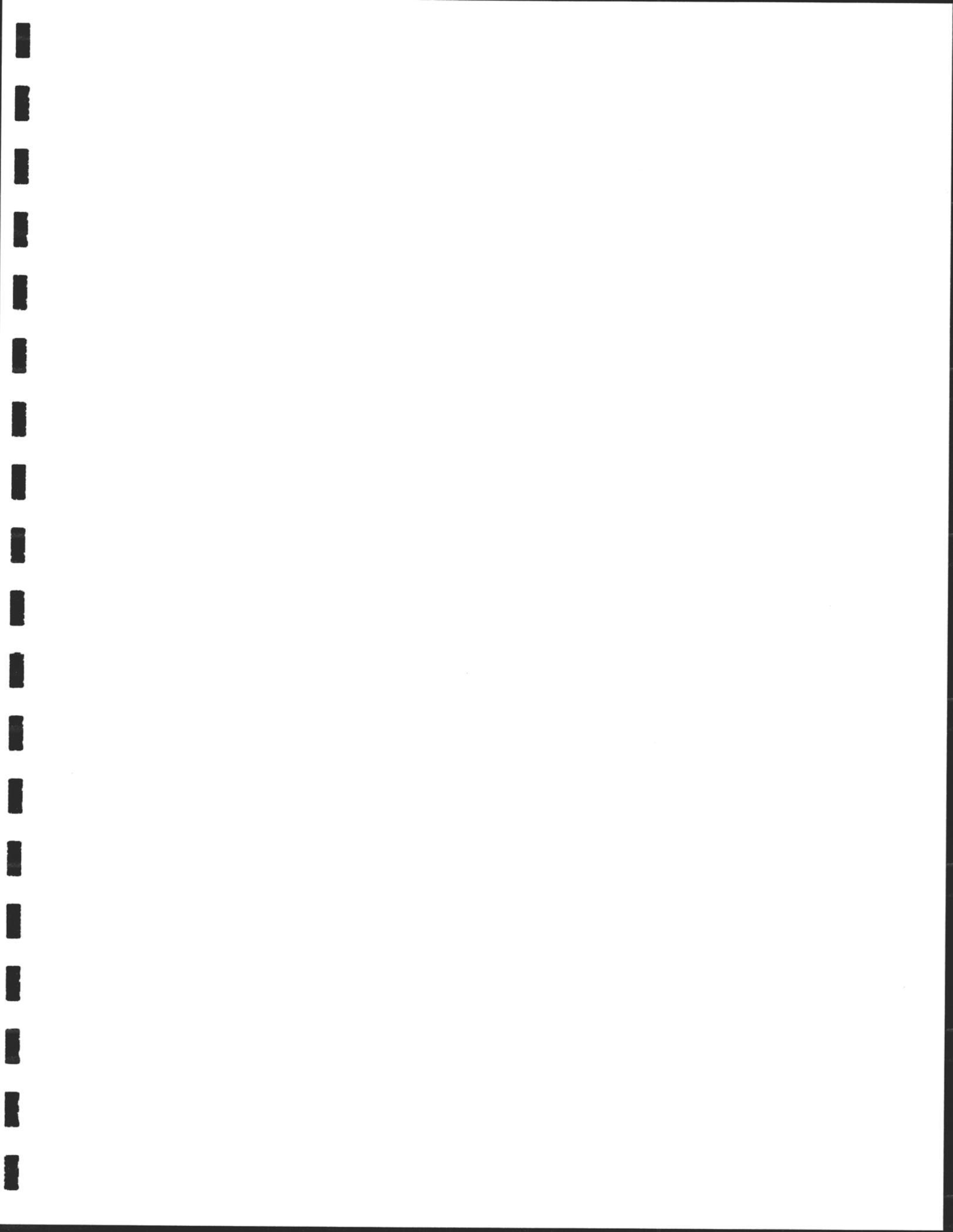
The direct costs related to the building are allocated with sixty-three percent (63%) reflected in the revenue section of the Statement of Activity as a direct cost of the banquet room and conference room rental revenue. The remaining thirty-seven percent (37%) is reflected and broken out in the Schedule of Functional Expenses. The depreciation of the building and surroundings are reflected in with the other depreciation expense and is being allocated using the same percentages. Following is a summary of the direct costs associated with the Tate Pumphouse and Trail Center:

Advertising	\$ 1,838
General	489
Insurance	6,634
Repairs, maintenance and cleaning	6,302
Telephone and Internet	3,530
Utilities	14,894
Commissions	<u>6,876</u>
Total direct pumphouse costs	\$ 40,563
Less: 37% allocated to operating expenses for PRTT office	<u>(15,008)</u>
Direct expenses used to offset rent income	<u>\$ 25,555</u>

NOTE 15. SUBSEQUENT EVENTS

The Board has evaluated subsequent events through the date on which the financial statements were available to be issued.

(See accountants' compilation report)



4. i. Cost Estimate Substantiation:

Due to our non-profit status and our good will in the community the PRTT has many supporters who are willing to donate professional services to assist us with our planning. Below are the firms who have donated services towards our planning.

Paradise Valley to Robertson Rd.

Worthington, Lenhart & Carpenter
Brad Holwenger
200 Pronghorn Street
Casper, WY 82601

Casper College to Rotary Park

WWC Engineering,
Andrew Boomgarden
6080 Enterprise Drive
Casper, WY 82609

Morad to Shopping Center

Civil Engineering Professionals, Inc.
Jim Jones
6080 Enterprise Drive
Casper, WY 82609

6. i.

Internal Revenue Service

Date: October 11, 2001

Platte River Parkway Trust
P.O. Box 1228
Casper, WY 82602

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Ms. Benson #31-07273
Customer Service Representative

Toll Free Telephone Number:
8:00 a.m. to 9:30 p.m. EST
877-829-5500

Fax Number:
513-263-3756

Federal Identification Number:
74-2302478

Dear Madam:

This letter is in response to your telephone request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in April 1984, granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.



Wyoming Secretary of State
 State Capitol Building, Room 110
 200 West 24th Street
 Cheyenne, WY 82002-0020
 Ph. 307.777.7311
 Fax 307.777.5339
 Email: Business@wyo.gov

Max Maxfield, WY Secretary of State
 FILED: 10/22/2013 07:23 AM
 Original ID: 1980-000200114
 Amendment ID: 2013-001547060

Nonprofit Corporation Articles of Amendment

1. Corporation name:

Platte River Parkway Trust

2. Article(s) is amended as follows:

(Attach a separate sheet if more room is needed.)

The name of this corporation shall be Platte River Trails Trust.

3. The amendment was adopted on by the board of directors.

(Date - mm/dd/yyyy)

OR

The amendment was adopted on by the directors and members.

(Date - mm/dd/yyyy)

4. If approval by the members was not required, or if the corporation has no members, make that statement in this section and state that approval was obtained by a sufficient vote of the board of directors or incorporators:

The amendment was approved by a sufficient vote of the board of directors.

5. If approval by the members was required, complete this section.

a. The number of memberships outstanding and entitled to vote on the amendment:

b. The number of votes cast for and against the amendment:



Platte River Parkway Trust
Summary of One-Cent Funds

Allocation	Year Starts	Year Final Expended	Total Cost of Projects Completed	One-Cent Allocation Amount	Amount Expended	Balance Available
#6 Funds	1979	1993		337,545	337,545	0
#7 Funds	1983	1993		155,000	155,000	0
#8 Funds	1987	1993		200,000	200,000	0
<u>Projects Completed during One-Cent #6, 7 & 8 funding cycle:</u>						
- Trail Section & Park Development - Amoco Park			401,593			
- Trail Section - Soccer Complex			17,771			
- Trail Section/Park Development - Burlington North			466,919			
- Trail Section - 1st St. Underpass			76,628			
- Trail Section - Poplar St. Underpass			55,022			
- Land Acquired			50,000			
- Oil Derrick			33,369			
Total Projects during One-Cent #6,7 & 8 cycles			<u>1,101,302</u>			
#9 Funds	1991	??		260,000	260,000	0
#10 Funds	1995	1999		325,000	325,000	0
<u>Projects Completed during One-Cent #9 & 10 funding cycle:</u>						
- Trail Section - Morad Park			398,696			
- Trail Section - Morad Park to Magnolia			28,966			
- Trail Section - Crossroads to Bryan Stock Trail			287,675			
- Pedestrian Bridge (by Crossroads)			294,962			
- Trail Section - 1st St. to I-25			3,935			
- Trail Section - Poplar St. Underpass			38,590			
- Trail Section - I-25 Underpass			275,512			
- Trail Section - I-25 to Scenic Overlook			141,467			
- Land Acquired			16,000			
- Long Lakes Project Planning			23,937			
- Memorial Grove			4,745			
- Boat Ramp - Soccer Complex			4,910			
- Boat Ramp - Amoco Park			1,121			
Total Projects during One-Cent #10 cycles			<u>1,520,516</u>			
#11 Funds	1999	May, 2005		750,000	750,000	0
<u>Projects Completed during One-Cent #11 funding cycle:</u>						
- Trail Section - WOTCO Section			273,921			
- Amoco Park - Soil Samples			13,975			
- Mileage Markers & Fence			10,990			
- Trail Section - Morad Park to Magnolia			393,439			
- White Water Park Construction Costs			258,564			
- "B" Street picnic area at Burlington Northern Park			15,240			
- Trail Section - Amoco Park to 1st St. Bridge in Mil			307,896			
- Miscellaneous trail improvements			32,545			
- Boat Ramp at Holiday Inn			14,450			
- Pumphouse Design			7,067			
- Rail Trials work - Bridges to EKW Park			48,500			
- Memorial Grove			5,037			
- Oil Derrick Improvements			8,003			
- Trail Section - Magnolia to Paradise Valley			521,906			
Total Projects during One-Cent #11 cycles			<u>1,911,533</u>			

Platte River Parkway Trust
Summary of One-Cent Funds

Allocation	Year Starts	Year Final Expended	Total Cost of Projects Completed	One-Cent Allocation Amount	Amount Expended	Balance Available
#6 Funds	1979	1993		337,545	337,545	0
#12 Funds	2003			1,000,000	901,448	98,552
#12 - Excess Funds				140,000	140,000	0
<u>Projects Completed during One-Cent #12 funding cycle:</u>						
- Rail Trials work			22,714			
- Memorial Grove			1,238			
- Maintenance Vehicle - Mule			5,290			
- Platte River Parkway Web-site developement			2,927			
- Trail Section - 1st st. to Wotco			20,602			
- Endowment Recognition Plaza			25,678			
- White Water Park - 5th Drop and bank stabilizatic			627,115			
- Tate Pumphouse & Trail Center renovation			433,958			
- Rail Trail Section - Veterans Park to Beverly			413,615			
- Amoco Park Trail Rehabilitation			176,722			
- Rotary Park - Bike Rack			2,513			
- Rail Trail Section - Beverly St. Underpass - Phase			664,815			
- Sculpture of Fly Fisherman in River			37,767			
- Rotary Park - Bike Rack			2,513			
Total Projects during One-Cent #12 cycles			<u>2,437,467</u>			
#13 Funds	2007			1,120,367	667,372	452,995
<u>Projects Completed during One-Cent #13 funding cycle:</u>						
- Rail Trail Section - Veterans Park to Lennox			25,651			
- Tate Pumphouse & Trail Center renovation			1,846,982			
- Boat Ramp located by Tate Pumphouse			37,700			
- Office furniture for Tate Pumphouse			19,591			
- Rail Trail Section - Veterans Park to Lennox			216,088			
- Oil Derrick Improvements			438			
- Replace Trail in Old Trail Section by River Bank			10,606			
- Rail Trail Section - Beverly St. Underpass - Phase			676,585			
- Rail Trail Section - Veterans Park to Beverly			7,856			
- Rail Trail Section - Eastdale Park to Lennox			106,336			
- Oil Derrick Improvements			12,511			
Total Projects during One-Cent #13 cycles			<u>2,960,344</u>			
			<u>9,931,162</u>	<u>4,287,912</u>	<u>3,736,364</u>	<u>551,548</u>

Constant Contact Survey Results

Survey Name: Jan 09 2015 Survey
Response Status: Partial & Completed
Filter: None
2/4/2015 12:05 PM MST

110 Respondents (@ a 20% response rate)
Emailed to 569

1. Are you familiar with the Platte River Trails Trust non-profit organization that manages the Platte River Trail system and works on trails in Natrona County?

	Number of Response(s)	Response Ratio
Yes	106	96.3%
No	4	3.6%
No Responses	0	0.0%
Total	110	100%
7 Comment(s)		

2. How often do you visit the Platte River Trail (PRT)?

	Number of Response(s)	Response Ratio
Daily	9	8.1%
Weekly	36	32.7%
Twice a month or more	29	26.3%
5 times or more per year	32	29.0%
No Responses	4	3.6%
Total	110	100%
17 Comment(s)		

3. What section of the trail do you use most often? (pick all that apply)

	Number of Response(s)	Response Ratio
East of Crosroads towards the Soccer Complex	55	50.9%
Crossroads Park to the Pumphouse	54	50.0%
Pumphouse to Ft. Caspar	46	42.5%
Ft. Caspar to Morad Park	24	22.2%
Morad Park	47	43.5%
West of Morad Park to Paradise Valley	24	22.2%
Total	108	100%
14 Comment(s)		

4. What kind of activity to you use the Trail for? (pick no more than 3)

	Number of Response(s)	Response Ratio
Walking	68	61.8%
Walking my dog	38	34.5%
Running	35	31.8%
Cycling	59	53.6%
Roller skating/blading	2	1.8%
Viewing nature	38	34.5%
Access to fishing,boating or rafting	14	12.7%
Access to disk golf courses	0	0.0%
Other	8	7.2%
Total	110	100%

3 Comment(s)

5. How many are usually in your party when you use the trail?

	Number of Response(s)	Response Ratio
Just myself	33	30.0%
Myself and one other	62	56.3%
5 or less	12	10.9%
More than 5	1	<1%
No Responses	2	1.8%
Total	110	100%

4 Comment(s)

6. What would increase the appeal of the Trail for you? (pick no more than 3)

	Number of Response(s)	Response Ratio
Replacement of old sections of trail	17	15.7%
Extending the trail further	55	50.9%
Safer crossings	32	29.6%
Better connection to other community trails or locations	56	51.8%
Fewer uncontrolled dogs	21	19.4%
More restrooms	25	23.1%
Less litter	5	4.6%
More gathering places to picnic or relax or hold events	21	19.4%
More maps or signs	12	11.1%
More parking	4	3.7%

Better promotion of the trail	15	13.8%
Total	108	100%
20 Comment(s)		

7. What should the PRT focus on in the next 4 years? (pick no more than 5)

	Number of Response(s)	Response Ratio
Establish a connection to Reshaw Park in Evansville	39	36.1%
Establish a connection between Casper College and Rotary Park	60	55.5%
Establish a connection west to Robertson Rd.	33	30.5%
Enhance the Tate Pumphouse Trail Center such as fitness stations,	40	37.0%
Develop trails and Parks near the new dog park at Lake McKensie	23	21.2%
Establish connecting trails, lanes and routes	66	61.1%
Reconstruct deteriorated sections	37	34.2%
Put on more events	16	14.8%
Actively promote the trail system and what it has to offer	24	22.2%
Total	108	100%
11 Comment(s)		

8. How many times have you visited the Tate Pumphouse/Whitewater Park?

	Number of Response(s)	Response Ratio
More than 10	67	60.9%
5 - 10	22	20.0%
Less than 5	13	11.8%
Never	7	6.3%

No Responses	1	<1%
Total	110	100%
3 Comment(s)		

9. What kind of amenities would you like to see at the Tate Pumphouse? (pick no more than 4)

	Number of Response(s)	Response Ratio
Fenced dog park	20	19.4%
Winter activities such as ice skating	23	22.3%
Access to the public restrooms 7 days per week or to a vault john toilet	63	61.1%
Splash pad/water feature	28	27.1%
Fitness station area	16	15.5%
Enhanced event space	28	27.1%
Beach volleyball area	13	12.6%
Enclosed patio for year round use	40	38.8%
Total	103	100%
12 Comment(s)		

10. How many times have you attended Riverfest and the Great Duck Derby?

	Number of Response(s)	Response Ratio
More than 10	21	19.0%
5 - 10	37	33.6%
Less than 5	35	31.8%
Never	17	15.4%
No Responses	0	0.0%

Total	110	100%
2 Comment(s)		

11. Would you like to get more involved in river and trail clean-up improvement projects?

	Number of Response(s)	Response Ratio
Yes	39	35.4%
No	20	18.1%
Maybe	47	42.7%
No Responses	4	3.6%
Total	110	100%
10 Comment(s)		

12. Where are more trails, bike lanes/routes needed?

	Number of Response(s)	Response Ratio
From Casper to Casper Mountain	66	63.4%
From Bryan Stock Trail to Evansville	29	27.8%
From Casper to Bar Nunn	10	9.6%
Along Outer Drive	37	35.5%
From Casper to Edness Kimball Wilkins State Park	52	50.0%
Total	104	100%
12 Comment(s)		

13. How safe do you feel on the Trail?

	Number of Response(s)	Response Ratio
Very safe	42	38.1%
Safe	58	52.7%
Somewhat uncomfortable	8	7.2%
Unsafe	2	1.8%
No Responses	0	0.0%
Total	110	100%
10 Comment(s)		

14. Are you familiar with the planning for trails and conservation of the ponds areas near the Knife River operation?

	Number of Response(s)	Response Ratio
No, I'm not familiar with this project	60	54.5%
Yes, I am familiar with this project and am supportive	40	36.3%
I'm not familiar with this project but would like more information	9	8.1%
Other	1	<1%
No Responses	0	0.0%
Total	110	100%



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

RECEIVED
FEB 09 2015

Date February 9, 2015

Total Amount of Optional 1% Sales Tax Funds Requested \$ 250,000.00

PROJECT DESCRIPTION

Project Name: **Food Pantries City of Casper**

Name and Address of Sponsoring Organization/Agency:

Poverty Resistance Food Pantry

450 S. Wolcott

Casper, WY 82601

povresfoodbank@gmail.com

307-253-8955 (Mary Ann Budenske mbudenske@aol.com)

Contact: Linda Wicklund

lgwicklund@gmail.com

307-267-0704

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Mary Ann Budenske 450 S. Wolcott Casper Wyoming 82601 povresfoodbank@gmail.com or mbudenske@aol.com 307253-8955 or

Contact: Linda Wicklund lgwicklund@gmail.com 307-267-0704

ALSO: See Attached list Food Pantries City of Casper

Food Pantries City of Casper

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)

4301 Casper Mtn. Rd.

Casper, WY 82601

Contact : Barbara Walters, Director

PO Box 1478

Mills, WY 82644

307-337-8801

waltersbarbara@hotmail.com

College Heights Oasis Food and Clothing Pantry

600 W. 21st Street

Casper, WY 82601

307-244-4104

Contact: Sheri Hoebet

First Church of the Nazarene

2020 S. Jefferson St.

Casper, WY 82601

307-234-9601

Contact: Jeannette Carson, Director Manna Food Pantry

Holy Cross Center, Inc (Community Food Bank)

1030 N. Lincoln

Casper, WY 82601

307-577-1041

holycrosscenter@bresnan.net

Contact: Joseph Haack, Director

Poverty Resistance Food Pantry

450 S. Wolcott

Casper, WY 82601

povresfoodbank@gmail.com

307-253-8955 (Mary Ann Budenske)

Contact: Linda Wicklund

lwicklund@gmail.com

307-267-0704

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Food Pantries City of Casper are non-profit entities that provide food and clothing to those individuals who are in need of assistance. Each Pantry serves those individuals in their area on an as needed, on going basis. With the increase in those in need of our services, due to unemployment, underemployment, or other decreased benefits, the purchasing of staples, refrigeration, equipment to retrieve and move product, and the ability to properly store perishables will enhance our ability to serve more of those in need. Our Food Pantries rely mainly/ solely on donations from the community in which they reside. Equipment such as heavy duty carts, hydrolic pallet jacks are needed to transport case lots and pallets of food to storage areas. While our areas for our food banks have not increased, reconstruction and reorganization is needed to supply the food, clothing, household goods that are offered to our patrons within the same amount of space while we have an increase in patrons.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Each Pantry agrees to own and maintain the equipment they are requesting.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The Food Pantries of City of Casper serves those people in the Casper Area who are in need of nutritious, healthy food staples. Each Food Pantry serves a number of people with at total of approximately 120,000 (children, adults, seniors) served in 2014. (Just with these 5 pantries) Our clients include the homeless, part time workers, single parents, seniors, low income families, and those who are in emergency needs due to temporary lay offs/ jobs shut down, illness/health issues, and those underemployed. With the prices of rent, utilities, and transportation to get to and from work, a number of our clients are the working poor.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Other sources to support this project will continue to be donations received. If the tax funding is not available, the pantries will continue to provide what services they can in the limited manner available. The project may or may not move forward as the individual pantries will have to make those decisions based on their resources.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

The completion of the project will be as the funds are granted, the utilization of allocated funds will be used immediately. Equipment will be ordered / installed. Purchases will be made. These funds will help to provide more product to meet the demands of need in our Casper Area. I do not foresee funding from future Optional Sales Tax or other public sources at this time.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Our project fits within the priorities identified by the citizen survey as follows:

Senior Citizen Services

A number of our clients are senior citizens who utilize the pantries to supplement their food budget due to high cost of living and the low revenues available to them.

Community Health Services

Having nutritious, healthy food available, families/individuals are healthier, physically/ mentally which promotes less domestic unrest, malnutrition and illness.

Human Services

Many of our clients are on public assistance. We supplement what they are receiving by providing food, clothing, and other household items. Many of our clients do not meet the criteria to receive public assistance by a narrow margin. Many of our clients are homeless, who for whatever reason are not able to be helped. We provide food, clothing for them also.

We serve approximately 33% children. 67% adults/seniors.



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: Food Pantries City of Casper

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$100,000.00	\$ 50,000.00	\$50,000.00	\$ 50,000.00
Grants:				
Private	\$	\$	\$	\$
Federal	\$	\$	\$	\$
State	\$	\$	\$	\$
*Donations (cash)	\$	\$	\$	\$
*Donations (in-kind)	\$	\$	\$	\$
Project Income	\$	\$	\$	\$
**Loans	\$ None___	\$ None___	\$ None___	\$ None___
 TOTAL FUNDING AVAILABLE	 \$ 100,000.00__	 \$ 50,000.00__	 \$ 50,000.00__	 \$ 50,000.00__

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

NONE

Engineering/Architectural Fees
(Design/Construction Administration)

\$ _____

• Contingency

\$ _____

Land Costs

\$ _____

Construction Costs (Labor and Materials)

\$ _____

• Contingency

\$ _____

Furnishings

\$ _____

Equipment Acquisition

\$ _____

TOTAL

\$ _____

Estimated Annual Operating/Maintenance Costs

\$ _____

Source of Funding for Operating Costs

• Please provide specific revenue source(s) to support this project

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

- (a) The governing body of any city or town may make appropriations from the city or town general fund for:
 - (i) Advertising the resources of the city or town;
 - (ii) Furthering its industrial development; or
 - (iii) Encouraging exhibits at fairs, expositions and conventions.
- (b) No appropriation may be for the express aid of any private citizen, firm or corporation.

**CITY OF CASPER -- OPTIONAL 1% #15
COMMUNITY PROJECTS**



Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be \$8 million, or \$2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

APPLICATION INSTRUCTIONS

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments:**

FUNDING AND EXPENDITURES

1. **Detailed Budget**: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. **Operation/Maintenance Cost Estimates**: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. **Capital Investment Maintenance/Replacement Plan**: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. **Cost Estimate Substantiation**: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. **Funding Timeline**: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. **Project Debt Disclosure**: List any existing project indebtedness and the purpose of such indebtedness.

OTHER DOCUMENTATION

7. **Non-Profit Status**: Provide documentation of Non-profit tax exempt status (EIN number if available)
8. **Funding History**: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. **Needs Data**: Include any relevant data which supports the need for the project.
10. **Preliminary Design Documents**: Include design documents as applicable and available.

1. Detailed Budget

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)

See attached Proposed Expenditures for Casper Faith Food and Clothing Pantry for 2015

Asking for \$25,000.00 for year 2015

Asking for \$10,000.00 for years 2016, 2017, 2018 (to be used to upgrade equipment and purchase more food)

College Heights Oasis Food and Clothing Pantry

New Commercial Refrigerators are needed

Asking for \$25,000.00

Asking for \$10,000.00 for years 2016, 2017, 2018 (to be used to upgrade equipment and purchase more food)

First Church of the Nazarene

New Commercial freezera & New Commercial Refrigerators

Asking for \$25,000.00

Asking for \$10,000.00 for years 2016, 2017, 2018 (to be used to upgrade equipment and purchase more food)

Holy Cross Center, Inc (Community Food Bank)

Asking for \$25,000.00

Asking for \$10,000.00 for years 2016, 2017, 2018 (to be used to upgrade equipment and purchase more food)

Poverty Resistance Food Pantry

Refrigerated Box Truck for picking up food, pallet jack

Licensing/ insurance

Asking for \$25,000.00

Asking for \$10,000.00 for years 2016, 2017, 2018 (to be used to upgrade equipment and purchase more food)

PROPOSED EXPENDITURES FOR CASPER FAITH FOOD AND CLOTHING PANTRY FOR 2015

1 all terrain pallet jack	\$1,334.00
1 hydraulic pallet truck	\$512.00
1 electric pallet lifter	\$5,100.00
6 industrial shelf carts	\$1,020.00
2 convertible platform trucks	\$246.00
4 protect o screens	\$436.00
	\$8,648.00 plus tax and shipping

PROPOSED EXPENDITURES FOR CASPER FAITH FOOD AND CLOTHING PANTRY FOR 2015

We are requesting funding for :

All terrain Pallet jack	\$845.0.0	plus freight & tax	see enclosed information from Great Plains
Pallet Truck all terrain	\$1,334.00	"	see enclosed information from Grainger

the all terrain tires will work better in our environment of carpet and tile floors. The metal wheels may break the tile

Pallet truck	\$260.00	"	see enclosed information from Harbor freight
Hydraulic Pallet Truck	\$512.00	"	see enclosed information from Great Plains

these both have the metal wheels that work only on concrete floors which we have some areas like this as well.

Electric Pallet Lifter	\$3600.-5100.00	"	see enclosed information from Grainger
------------------------	-----------------	---	--

this type would allow the load and unload from trucks , not just moving loads from place to place.

Industrial Shelf carts- need 6	\$170.00ea	"	see enclosed information from Great Plains
Industrial Shelf carts- need 6	\$100.00-135.00 ea	"	see enclosed information from Harbor Freight

these carts are used to transport groceries and items to the vehicles for the people who are shopping.

1000# convertible platform truck	\$123.00	"	see enclosed information from Great Plains
----------------------------------	----------	---	--

This cart would be used to store loads of potatoes, onions, squash, etc. in cold storage and transport easily to place of distribution

Protect O Screens x 4	\$109.00 ea	"	see enclosed information from great plains
-----------------------	-------------	---	--

These would be used to enclose refrigerators and freezers in the room we distribute from that is also used by the church for other meetings.

College Heights Oasis Food and Clothing Pantry

Operational / Maintenance Cost Estimates Fiscal Year January 1, 2014 thru December 31, 2014

Income

Food Budget	10,000.00
Total Income	<u>10,000.00</u>

Operational / Maintenance Cost Estimates Fiscal Year January 1, 2014 thru December 31, 2014

Operational Costs

Food	10,000.00
Maintenance	<u>4,000.00</u>
Total Operational costs	<u>14,000.00</u>
Total Expense	<u>14,000.00</u>

FUNDING & EXPENDITURES:

1) Detailed Budget:

Income YTD May - Dec 2014	\$1,311.01
Budget Line Item Church	\$1,300.00
Expense YTD May - Dec 2014	\$1,382.43
Remaining Budget by Donation	
<hr/>	
Income YTD 2013	\$1,940.00
Expense YTD 2013	\$2,428.00

2) Operaton/Maintenance Cost Estimates

All expenses are directly related to purchase of food items from local stores and Rocky Mountain Food Bank
All other expenses are absurbed by our church sponsorship

3) Capital Investment Maintenance / Replacement Plan:

Currently we are using standard refriderators and freezers for food storage. With this grant we would like to purchase one commercial freezer and one commercial refriderator

4) Cost Estimate Substantiation:

5) Funding Timeline

Purchase and instillation would begin upon receipt of grant

6) Project Debt Disclosure

We currently and never have had debt associated with our Manna food pantry

7) Non-Profit Status attached

8) Funding History 1st time
Never applied before

9)Needs Data

See Detailed Budget

This year we have supplied
a weeks worth of groceries
for 1012 people

At Thanksgiving and Christmas
we supplied holiday baskets
for 100 people each holiday

Currently any excess parishables
we deliver weekly to
St Anthony's Manor for the
residence to consume

We are an at need service
provider. Our goal is to help
all who is in need with the
resources we have.

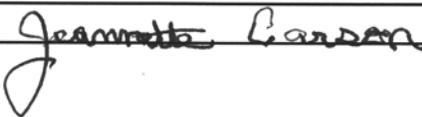
We believe with increased
funding and storage capacity
we can serve more people in need

Prepared by:

Rev. Thomas J Lance



Mrs. Jeanette Carson



Holy Cross Center, Inc.
Profit & Loss
July 2014 through June 2015

Operation/Maintenance Cost Estimates Fiscal Year July 1, 2014-June 30, 2015

Automobile Expense	
Fuel	1,525.00
License	250.00
Insurance	1,200.00
Maintenance & Repair	1,525.00
Total Automobile Expense	<u>4,500.00</u>
Bank Service Charges	
Investment Account Fees	450.00
Total Bank Service Charges	<u>450.00</u>
Insurance	
Property	3,000.00
Bonding	100.00
Total Insurance	<u>3,100.00</u>
Licenses/Permits/Fees	
Licenses/Permits/Fees - Other	470.00
Total Licenses/Permits/Fees	<u>470.00</u>
Miscellaneous	
Gifts	1,000.00
Total Miscellaneous	<u>1,000.00</u>
Office Supplies	
	1,500.00
Total Office Supplies	<u>1,500.00</u>
Professional Fees	
Legal Fees	2,500.00
Total Professional Fees	<u>2,500.00</u>
Property Maintenance	
Maintenance	4,500.00
Total Property Maintenance	<u>4,500.00</u>
Security	400.00
Staff Training	100.00
Security & Training	<u>500.00</u>
Utilities	
Electric	4,000.00
Gas	1,500.00
Telephone/Internet	1,000.00
Water/Sewer	1,000.00
Total Utilities	<u>7,500.00</u>
Total Expense	<u>26,020.00</u>

Poverty Resistance Food Pantry

Profit & Loss

January 2014 thru June 2015

Operational / Maintenance Cost Estimates Fiscal Year January 1, 2014 thru December 31, 2014

Income

Donations Received	9,200.00
Individual Donations Received	<u>3,500.00</u>
Total Income	<u>12,700.00</u>

Operational / Maintenance Cost Estimates Fiscal Year January 1, 2014 thru December 31, 2014

Wyoming Food Bank of the Rockies

Food Purchases	<u>1,000.00</u>
Total Food Purchases	<u>1,000.00</u>

Auto Expenses

Fuel	2,000.00
License (3 Vehicles)	750.00
Insurance	1,200.00
Maintenance & Repair	<u>1,200.00</u>
Total Automobile Expenses	5,450.00

Bank Service Charges

CK orders and other Fees	<u>150.00</u>
Total Bank Service Charges	150.00

Insurance

Property	750.00
Bonding	<u>500.00</u>
Total Insurance	1,250.00

Licenses / Permits / Fees

Licenses/ Permits/ Fees – Other	<u>350.00</u>
Total Licenses / Permits / Fees	350.00

Office Supplies

Ink, pens, paper, envelopes, flyers	<u>1,000.00</u>
Total Office Supplies	1,000.00

Rent

	<u>650.00</u>
Total Rent	650.00

Utilities

Electric	3,000.00
Telephone / Internet	1,000.00
Water/Sewer	<u>650.00</u>
Total Utilities	<u>4,650.00</u>

Total Expense	<u>13,700.00</u>
---------------	-------------------------

2. Operation/maintenance cost estimates:

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)
College Heights Oasis Food and Clothing Pantry
First Church of the Nazarene
Holy Cross Center, Inc (Community Food Bank)
Poverty Resistance Food Pantry

Estimated Operating costs and multi-year requirements for maintenance and operation should be minimal and absorbed within the pantry receiving funds. Volunteers will be utilized for maintenance and upkeep. Regular maintenance will be done on a regular basis . Cost estimates are included in Vendor printouts.

3. Capital Investment Maintenance / Replacement Plan:

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)

College Heights Oasis Food and Clothing Pantry

First Church of the Nazarene

Holy Cross Center, Inc (Community Food Bank)

Poverty Resistance Food Pantry

Is not applicable.

4. Cost estimate substantiation:

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)

College Heights Oasis Food and Clothing Pantry

First Church of the Nazarene

Holy Cross Center, Inc (Community Food Bank)

Poverty Resistance Food Pantry

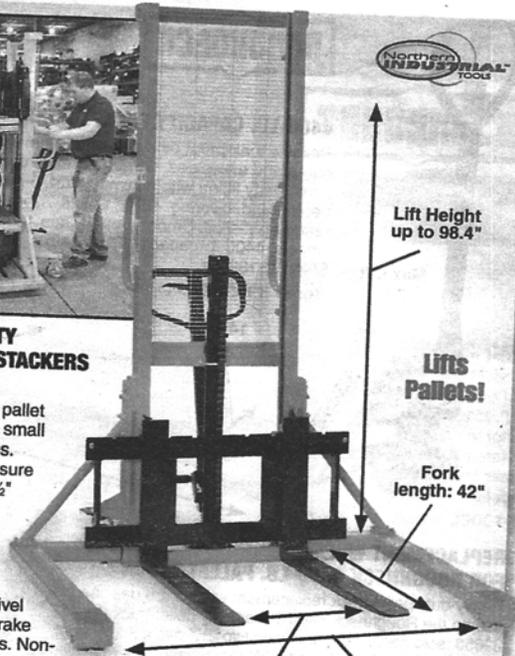
Enclosed is copies of possible vendors providing quotes of possible purchases of equipment.

Great Plains mfg.



2200-LB. CAPACITY MANUAL PALLET STACKERS WITH FIXED LEGS

Walk-behind manual pallet stacker works well in small and large warehouses. Adjustable forks measure 42" L x 4 1/8" W; 0" - 29 1/2" between forks. Fixed straddle legs have 49.3" I.D. Foot pedal helps raising loads. Includes protective screen, rear nylon swivel casters with locking brake and front nylon casters. Non-motorized unit is great for uses where pollution or noise are not allowed.



Lift Height up to 98.4"

Lifts Pallets!

Fork length: 42"

Adjustable forks: 8.25" - 37.5" (outside to outside)
Fixed width between straddle legs: 49.3"

Item#	Lift	Ship Wt.	Price
365386-9551	2.75"-63"	740 lbs.	1 \$1066 2+ \$989
365407-9551	2.75"-98.4"	810 Lbs.	1 \$1357 2+ \$1249

♦ Truck ship



COLLAPSIBLE BULK STORAGE CONTAINERS

Highly versatile and durable storage containers are ideal for storing everything from agricultural and manufacturing items to recreational equipment. Rugged 100% recycled structural foam construction with integrated HDPE for durability. Containers are designed to stack and feature dual drop doors for easy access, while collapsing for easy storage when not in use. Available in a variety of sizes and configurations; choose the ones that fit your application. 2-year limited warranty.



Item#	Capacity	Size	Ship Wt.	Price
405670-9551†	2000 lbs.; fill line 27.75"H	31.9"L x 29.8"W x 34"H; 14.25"H folded	82 lbs.	1 \$147 2+ \$130
405671-9551†	2000 lbs.; fill line 27.3"H	47.6"L x 39.7"W x 34"H; 13"H folded	136 lbs.	1 \$208 2+ \$186
405672-9551†	2000 lbs.; fill line 18.75"H	47.9"L x 44.9"W x 25"H; 12.7"H folded	120 lbs.	1 \$199 2+ \$177
405673-9551†	2000 lbs.; fill line 27.75"H	47.9"L x 44.9"W x 34"H; 12.7"H folded	144 lbs.	1 \$208 2+ \$186
405674-9551†♦	1500 lbs.; fill line 34.6"H	47.9"L x 44.9"W x 42"H; 20.7"H folded	164 lbs.	1 \$237 2+ \$213
405675-9551†♦	1500 lbs.; fill line 42.9"H	47.9"L x 44.9"W x 50"H; 28.7" folded	180 lbs.	1 \$284 2+ \$254

† Factory shipped; see order form. ♦ Truck ship



Lifts Up to 71" High!



500-LB. CAPACITY HAND WINCH STACKER

Handy hand-operated winch lightens while lifting materials to and from shelves, moving office equipment, installing ceiling appliances and much more. 500-lb. capacity winch features a reversible handle and down device to secure the carriage during transport. Wide lift range runs from 3.5" lowered height to 71" fully raised height. Rolls smoothly on 8" dia. rear wheels and 2 1/2" dia. front wheels. 34.45" L x 24" W. Truck ship. Ship Wt. 155 lbs.

Item# 32849-9551

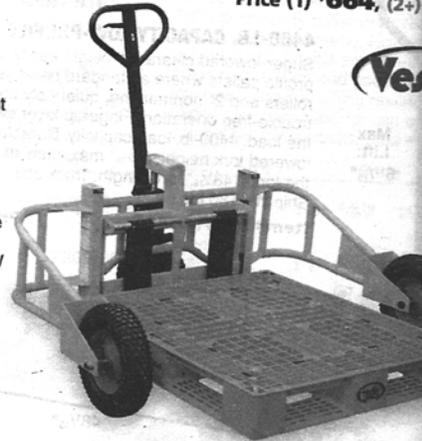
Price (1) \$664, (2+) \$614

ALL-TERRAIN PALLET JACK

Designed with a lightweight yet strong tubular frame to travel over rough ground where no ordinary pallet truck can go! 16" dia. front/10" dia. rear wheels with pneumatic tires reduce moving effort. Handles a 2000-lb. load on 32"L x 4"W forks with a fork width of 9 1/2" to 26". Operates like a standard pallet truck, but is ideal for construction sites, nurseries and gravel areas. 48"L x 63 3/4"W. Truck ship. Factory shipped; see order form. Ship Wt. 328 lbs.

Item# 143533-9551

Price (1) \$845, (2+) \$795



- Green
- Blue
- Orange
- Black
- Yellow
- Red



6600-LB. CAPACITY PLASTIC PALLETS

Durable, maintenance-free virgin polyethylene pallet is safer to handle and longer lasting than wooden pallets. Stackable design provides efficient storage. Features a serrated deck with built-in drainage holes and 4-way fork entry. 40" L x 48" W x 6" H. No steel inserts - not for use in unsupported pallet rack. Available shipped; see order form. Oversize shipping surcharge applies. Ship Wt. 30 lbs.

Item# 376558-9551

Price (1-2) \$104, (3+) \$99

Material Handling \ Pallet Jacks and Accessories \ Pallet Truck, All Terrain, 2000 Lb Cap

Share This Product

Print

Welcome Back!
 Due to an extended period of inactivity, you have been signed out. Sign in again to access your account.

Pallet Truck, All Terrain, 2000 Lb Cap

GRAINGER APPROVED VENDOR
 Close Sign In Again



Price:
\$1,334.00 / each

Deliver one time only
 Auto-Reorder Every 1 Month ⓘ

Check Availability
 Product ships within
 4 business days from
 supplier ⓘ

Add to Cart

+ Add to List

Add Repair & Replacement Coverage for \$199.00 each.

☆☆☆☆☆ Be the first to write a review | Ask & Answer

🗨️ How can we improve our Product Images?

Item # 2XY40

Mfr. Model # ALL-T-2

UNSPSC # 24101505

Compare

Catalog Page # 1581

Shipping Weight 410.0 lbs.

Country of Origin China | Country of Origin is subject to change.

Technical Specs

Item	Pallet Truck	Lifting Height Max.	9"
Load Capacity	2000 lb.	Overall Length	49"
Construction	Steel	Overall Width	66"
Fork Height Lowered	3"	Roller Dia.	16"
Fork Height Raised	9"	Main Wheel Size	10-1/2"
Width Across Forks	9-1/2 to 26"	Wheel Material	Pneumatic
Width Between Forks	1-1/2 to 18"	Load Center	12"
Fork Length	32"	Handle	Lever Action
Fork Width	4"	Color	Yellow
Lifting Height Min.	3"		



**Portable and Powerful,
Only 15" Wide!**

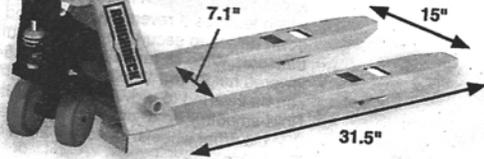
1100-LB. CAPACITY MINI PALLET TRUCK

This compact pallet truck is an ideal choice for small-sized pallets, 1/4 pallets and side stacks. Perfect for moving gun safes and feed and seed, or for use in garages, shops, convenience stores, retail locations and more. Features a 2 3/8"-6" lift height with 1100-lb. capacity. 5" poly steering wheels are combined with 2 3/8" nylon rollers for easy maneuverability in tight spaces. The 31 1/2" L x 1 3/4" heavy fork extension has a 6 1/2" gap between forks to handle smaller load sizes. 44 1/2" L x 15" W overall size. Ship Wt. 75 lbs.

Max Lift: 6"

Item# 41938-9551

Price (1) \$161, (2+) \$152



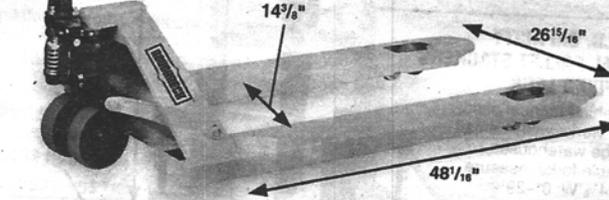
4400-LB. CAPACITY PALLET TRUCK

Reliable leak-proof oil hydraulic system with large 89mm dia. pump and all-welded, 11-gauge reinforced steel forks ensure heavy-duty lifting with minimal effort. 3-position handle: lifting, neutral and lowering. 48 1/8" L x 26 1/8" W forks feature a lift range of 3"-7 1/2". Smooth rolling, heavy-duty polyurethane wheels. 4400-lb. capacity. Truck ship. Ship Wt. 139 lbs.

Max Lift: 7 1/2"

Item# 39656-9551

Price (1) \$227, (2+) \$202



Low-Pro 2" Lowered Fork Height!

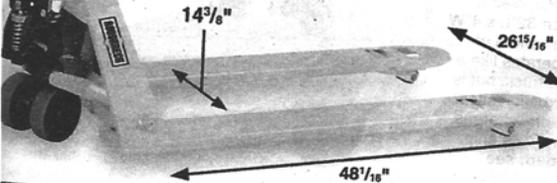
4400-LB. CAPACITY LOW-PROFILE PALLET TRUCK

Super-lowered clearance height easily and freely enters low-profile pallets where a standard pallet jack won't work. Steel load rollers and 2" nonmarking, quiet poly steering wheels for smooth, trouble-free operation. Fingertip lever switch to raise or lower the load. 4400-lb. load capacity. Durable powder-coat finish. 2" lowered fork height. 5 1/8" maximum lift height. 26 1/8" width over the forks. 48 1/8" fork length. Truck ship. Ship Wt. 180 lbs.

Max Lift: 6 1/8"

Item# 39601-9551

Price (1) \$332, (2+) \$312



REPLACEMENT WHEELS FOR ROUGHNECK 4400-LB. PALLET TRUCK

Heavy-duty pallet truck replacement wheels are designed for use on the Roughneck 4400-lb. capacity pallet truck (Item# 39656, sold separately). Includes two 2 3/4" dia. x 3 3/8" W front wheels and two 6 1/8" dia. x 1 1/4" W rear wheels that may also be compatible with other standard pallet trucks. The floor-saving polyurethane construction is non-staining and abrasion-resistant, and rolls with low noise and low resistance. Set of 4. Ship Wt. 15 lbs.

Item# 42668-9551

Price (1-2) \$75, (3+) \$62



Lifts to 31 1/2" High!

NEW

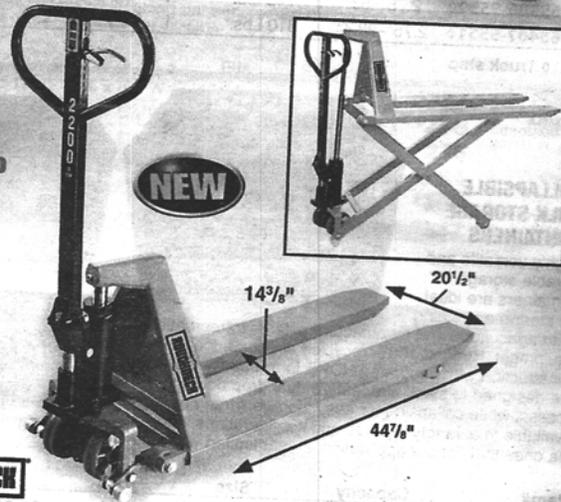


2200LB. CAPACITY HIGH-LIFTING HYDRAULIC PALLET TRUCK

This pallet truck makes easy work of transporting and lowering heavy, awkward loads. Designed to reduce fatigue and increase operator safety and efficiency. The powerful hand pump lifts one ton loads to a max. height of 31 1/2" or works to move standard pallets on the ground. Forks are 44 7/8" L x 20 1/2" W. The unique rounded corner design is gentle on walls, doorways, pallets, boxes and other items. 180° turning radius offers excellent maneuverability. Features standard pallet truck controls. Rugged steel construction with a durable powder-coat finish. Truck ship. Ship Wt. 253 lbs.

Item# 44446-9551

Price (1) \$512, (2+) \$462



Extra-Long 72" Forks!

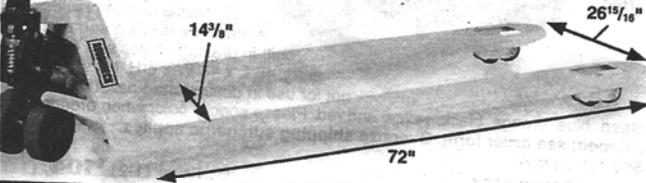
4400-LB. CAPACITY EXTRA-LONG PALLET TRUCK

Extra-long 72" extended forks with tapered ends and dual-entry rollers are designed for picking up extra long pallets. 4400-lb. capacity. Fingertip lever controls raise or lower the forks with a lift range of 3 3/4"-7 1/2". Rugged all-steel construction with 7" poly steering wheel and 3.15" entry wheels. 26 1/8" outside fork width. Truck ship. Ship Wt. 267 lbs.

Max Lift: 7 1/8"

Item# 39602-9551

Price (1) \$398, (2+) \$377



Your #1 Wholesale Source! 1-800-525-9716



381

Great Plains mstr

HARBOR FREIGHT TOOLS

Quality Tools at Ridiculously Low Prices

Search Keywords or Item # SEARCH

Your Store: Englewood, CO
Store Info (change)

FIND STORE

Shop 500 Stores Nationwide or Call to Order 1-800-423-2567

MORE WAYS TO SHOP

- All Products (2)
- Available Online (1)
- In-Store Only (1)
- Sale Item (2)

2 MATCHES FOR ' PALLET TRUCK '

Sort By Best Match

2 Item(s)



2.5 Ton Pallet Jack

Item #68761

Only: ~~\$299.99~~
Sale: \$259.99

[Add to Wishlist](#)



2.5 Ton Pallet Jack

Item #68760

Only: ~~\$299.99~~
Sale: \$259.99

[Add to Wishlist](#)

2 Item(s)

CORPORATE INFORMATION

- About Us
- Careers
- Product Review Guidelines
- Security And Privacy
- Site Map
- Terms And Conditions
- Real Estate
- California Transparency In Supply Chain Act Disclosure
- Supplier Code Of Conduct

CUSTOMER SERVICE

- Order Status
- Customer Service
- Create New Account
- Extended Service Protection
- FAQ
- Recall Safety Information
- Return Policy
- Shipping Info

MORE WAYS TO BUY

- New Items
- Gift Cards
- Inside Track Club
- Printable Order Form
- Wishlist
- In The News

CONNECT WITH HARBOR FREIGHT TOOLS

Join Us



Email



Follow Us



Share With Us



Follow Us



Our Blog



View Demos



Follow Us



JOIN OUR MAILING LIST TO RECEIVE MONTHLY CATALOGS AND DISCOUNT COUPONS

[SIGN UP TODAY](#)

OVER 500 STORES NATIONWIDE

[FIND A STORE](#)



Welcome Back, !

Share

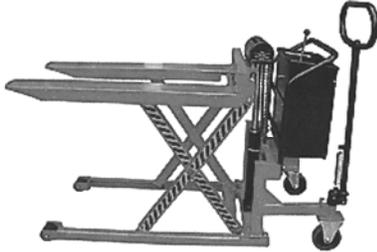
Material Handling \ Pallet Jacks and Accessories \ Pallet Lifters and Lifters

Due to an extended period of inactivity, you have been signed out. Sign in again to access your account benefits.

Electric Pallet Lifter

DAYTON

\$3,654.00 - \$5,099.00



Technical Specs

Item Electric Pallet Lifter

Fork Height Lowered 3-3/8"

Load Capacity

Please Select

Fork Height Raised

Please Select

Fork Length

Please Select

Width Across Forks

Please Select

Width Between Forks

Please Select

Overall Length

Please Select

Overall Width

Please Select

Overall Height

Please Select

Caster Wheel Dia.

Please Select

View Previously Purchased Products Only

Select items to compare | **4 Products**

+ Add to List **Add to Cart**

Compare / Item #	Mfr. Model #	Load Capacity	Fork Height Raised	Fork Length	Width Across Forks	Width Between Forks	Overall Length	Availability ⓘ	Price	Qty
<input type="checkbox"/> 2PLJ1	2PLJ1	2200 lb.	31-1/2"	46"	21-1/4"	8-5/8"	61-3/4"	Item ships within 2 business days from supplier	\$3,861.00 / each	<input type="text"/>
<input type="checkbox"/> 11K279	11K279	2200 lb.	34-1/2"	44"	27"	14"	67"	Item ships within 2 business days from supplier	\$5,099.00 / each	<input type="text"/>
<input type="checkbox"/> 11K280	11K280	3000 lb.	31-1/2"	46"	20-1/2"	8"	67"	Limited quantity available	\$3,654.00 / each	<input type="text"/>
<input type="checkbox"/> 11K281	11K281	3000 lb.	31-1/2"	46"	27"	14-3/8"	67"	Item ships within 2 business days from supplier	\$3,776.00 / each	<input type="text"/>

click to call

Customers Also Purchased

Technical Specs

Item	Electric Pallet Lifter	Width Between Forks	8-5/8"
Load Capacity	2200 lb.	Overall Length	61-3/4"
Fork Height Raised	31-1/2"	Overall Width	21-1/4"
Fork Height Lowered	3-3/8"	Overall Height	48-1/4"
Fork Length	46"	Caster Wheel Dia.	7"
Width Across Forks	21-1/4"		

<input type="checkbox"/>	11K279	11K279	2200 lb.	34-1/2"	44"	27"	14"	67"	Item ships within 2 business days from supplier	\$5,099.00 / each	<input type="checkbox"/>
											
<input type="checkbox"/>	11K280	11K280	3000 lb.	31-1/2"	46"	20-1/2"	8"	67"	Limited quantity available	\$3,654.00 / each	<input type="checkbox"/>
											
<input type="checkbox"/>	11K281	11K281	3000 lb.	31-1/2"	46"	27"	14-3/8"	67"	Item ships within 2 business days from supplier	\$3,776.00 / each	<input type="checkbox"/>
											

Customers Also Purchased



Handheld Blower/Vacuum, Electric, 375 CFM
 Item # 20X615
 WESTWARD
 Price: \$83.20

Add to Cart



Index Cards, Ruled, 4 x 6In.PK100
 Item # 1JLB4
 AMPAD
 Price: \$2.81

Add to Cart

Alternate Search Terms

- Battery-Operated Lift Tables (4)
- Mechanical Lift Tables (3)
- Portable Lifts (4)
- Work Positioners (4)

- Fork Lifts (4)
- Pallet Movers (4)
- Scissor Lifts (3)

- Forklifts (4)
- Pallet Positioners (4)
- Skid Lifts (4)

- Lift Tables (3)
- Portable Lift Tables (3)
- Truck Lifts (3)

Back to Top





Pneumatic Tires!

0-LB. INDUSTRIAL 2-SHELF PLASTIC SERVICE CART WITH PNEUMATIC TIRES

Heavy-duty plastic construction for rugged use. Requires virtually no maintenance — won't rust, chip, or need painting. Moves easily on nonmarring pneumatic tires to handle a wide variety of industrial and commercial needs. Easy to clean and assemble. 2 shelves, assembled dimensions are 46 1/2" L x 25 3/4" W x 33 1/2" H. 330-lb. total weight capacity. #143217-9551



Price (1) \$170, (2+) \$142

Adjusts From 16" to 42" High!



ADJUSTABLE STABLE UTILITY CARTS

Very versatile and easy to assemble. Made from high density polyethylene. Shelves and legs won't scratch, dent or rust. Retaining lip on shelves keeps items contained. Molded push handle for easy portability. 400-lb. capacity. Limited warranty. Made in U.S.A.

Description	Ship Wt.	Price
1-9551† Cart	24 lbs. 1-2	\$94 3+ \$82
2-9551† Cart with 3 electrical outlets	26 lbs. 1-2	\$113 3+ \$99

Factory shipped; see order form.

500-LB. CAPACITY WIRE STEEL CONTAINER

See-through wire mesh holds parts, tools, warehouse items, ideal for display and storage. Folds for easy storage. Side gate design for easy loading and unloading. Has a durable chrome-plated finish.



#143845 shown

Description	Cap.	Wheel	Ship Wt.	Price
1-9551 39"L x 32"W x 34"H container	2200 lbs.	N/A	115 lbs. 1	\$161 2+ \$139
2-9551 49"L x 41"W x 39"H container with wheels	2200 lbs.	6" steel/poly casters	172 lbs. 1	\$227 2+ \$202

Factory ship



Tough Service Carts!



#143211 shown

500-LB. STRUCTURAL FOAM SERVICE CARTS

Heavy-duty structural foam construction makes this service cart tough enough for long, rugged use. Handles a wide variety of order picking, and industrial and commercial handling needs. Will not dent, rust or chip. Moves easily on nonmarring rubber wheel casters. Convenient push handle. Virtually maintenance free. No painting required. Cleans easily. Choice of 2 or 3 shelves. Easy assembly.

Item#	Descr.	Size	Ship Wt.	Price
143210-9551	2-shelf	40 1/2" L x 17 1/2" W x 33 3/8" H	40 lbs.	1-2 \$75 3+ \$70
196233-9551	2-shelf	46 1/2" L x 25 3/4" W x 33 3/8" H	51 lbs.	1-2 \$95 3+ \$91
143211-9551	3-shelf	40 1/2" L x 17 1/2" W x 33 3/8" H	50 lbs.	1-2 \$104 3+ \$94
143213-9551	3-shelf	46 1/2" L x 25 3/4" W x 33 3/8" H	68 lbs.	1 \$117 2+ \$115



550-LB. INDUSTRIAL-STRENGTH PLASTIC CARTS

Ultra-tough, no-maintenance cart withstands heavy-use industrial and commercial applications. Easy to move with set of two swivel and two rigid 5" x 1 1/4" heavy-duty casters. Choose two or three shelves in two sizes. 2-shelf cart is available with or without tool holder. All have 550-lb. capacity and are 33"H.



Item#	Description	Size	Ship Wt.	Price
14463-9551†	2-shelf	35" L x 18" W	36 lbs.	1 \$113 2+ \$101
14584-9551†	2-shelf	40" L x 26" W	50 lbs.	1 \$142 2+ \$128
14606-9551†	2-shelf with tool holder	35" L x 18" W	37 lbs.	1 \$123 2+ \$109
14719-9551†	2-shelf with tool holder	40" L x 26" W	60 lbs.	1 \$161 2+ \$145
14605-9551†	3-shelf	35" L x 18" W	39 lbs.	1 \$151 2+ \$137
14718-9551†	3-shelf	40" L x 26" W	65 lbs.	1 \$208 2+ \$186

† Factory shipped; see order form.

Quantity Discounts! 1-800-525-9716



Great Plains

HARBOR FREIGHT TOOLS

Quality Tools at Ridiculously Low Prices

Search Keywords or Item # SEARCH

Your Store: Englewood, CO
Store Info (change)

FIND STORE

Shop 500 Stores Nationwide or Call to Order 1-800-423-2567

CATEGORIES

- Tool Storage (5)
- Material Handling (4)

5 MATCHES FOR ' INDUSTRIAL CARTS '

PRICE RANGE

- \$30 - \$100 (2)
- \$100 - \$300 (3)

Sort By Best Match

5 Item(s)

MORE WAYS TO SHOP

- All Products (5)
- Available Online (5)
- Sale Item (5)
- Top Rated (4)

BRAND

- Haul-Master (3)
- U.S. General Pro (1)
- Storehouse (1)



45 in. X 24 in. Polypropelene Industrial Service Cart

Item #92862

Only: ~~\$169.99~~
Sale: \$134.99

[Add to Wishlist](#)



36 in. X 24 in. Polypropelene Industrial Service Cart

Item #69444

Only: ~~\$169.99~~
Sale: \$134.99

[Add to Wishlist](#)



30 in. X 16 in. Two Shelf Polypropylene Industrial Service Cart

Item #61930

Only: ~~\$129.99~~
Sale: \$99.99

[Add to Wishlist](#)



16" X 30" Two Shelf Industrial Polypropylene Service Cart

Item #69443

Only: ~~\$129.99~~
Sale: \$99.99

[Add to Wishlist](#)



30 in. 5 Drawer 704 Lb. Capacity Glossy Red Tool Cart

Item #61427

Only: ~~\$349.99~~
Sale: \$189.99

[Add to Wishlist](#)

5 Item(s)

CORPORATE INFORMATION

CUSTOMER SERVICE

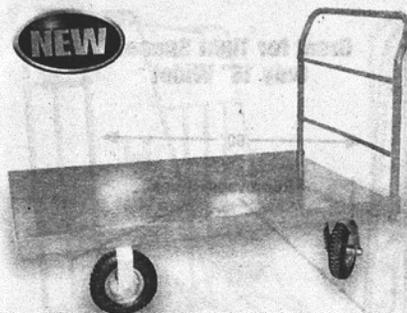
MORE WAYS TO BUY

CONNECT WITH HARBOR FREIGHT TOOLS



Great Plains

NEW



ROUGHNECK

STEEL PLATFORM TRUCKS WITH PNEUMATIC TIRES

Big, air-filled caster tires roll your cargo around smoothly and quietly. Two rigid and two swivel casters; Item# 44471 has 8" casters and 10" platform height, Item# 44472 has 10" casters and 12" platform height. Has an all-welded solid steel deck with durable powder-coat finish. Removable push handle for oversized loads and easy storage.

Item#	Capacity	Size	Ship Wt.	Price
44471-9551	1000 lbs.	50"L x 30"W	91 lbs.	1 \$151 2+ \$127
44472-9551	2000 lbs.	74"L x 36"W	135 lbs.	1 \$237 2+ \$207

Oversize Center Casters Turn on a Dime!

ROUGHNECK

2000-LB. FLATBED CART

This rugged steel cart makes it easy to transport loads up to 2000 lbs. The 72"L x 27"W platform features tough diamond plate decking to help prevent loads from slipping. Pivots on 6" oversized middle wheels for a supertight turning radius and easy 360° steering. Four 4" swivel casters, one on each corner, provide added support and smooth maneuverability in any direction. Each swivel caster includes a brake for stability while loading. Six stake pockets hold standard 2" x 4" wooden stakes (not included) to provide the framework for a load containing barrier. Comfortable foam grip ergonomic handle with built-in clipboard holder. Truck ship.

Ship Wt. 165 lbs.

Item# 30480-9551

Price (1) **\$284.** (2+) **\$253**



NEW

1000LB. CAPACITY CONVERTIBLE PLATFORM TRUCK

The modular platform truck features a 28" x 40" deck with detachable side and end panels. Rolls on 2 fixed and 2 swivel 8" roller bearing wheels, rubber tires. Has removable 28 3/8" L handles on for added versatility. Durable steel frame with all construction and powder-coat finish. 9 1/2" H platform overall height.

Ship Wt. 87 lbs.

Item# 44470-9551

Price (1) **\$127**



NEW

ROUGHNECK

660 LB. CAPACITY PLATFORM TRUCK

Transport boxes, light equipment and awkward 660lbs. around the office or warehouse on this platform truck with 35" x 24" non-skid platform, rubber bumper helps prevent damage in water release handle folds for easy transport of cart. Rolls on 5" rubber casters (2 swivel, 3 rigid) in powder-coat finish.

Ship Wt. 32 lbs.

Item# 44475-9551

Price (1) **\$77**

DUCTS

JACKET

lit
ther
cellent
nce and
protection
ks and
g sleeved
es heavy-duty
ing, riveted
a lined collar.
L and XL
e specify
ng.



51-9551
\$75, (3+) \$65

WELDING APRON

owhide apron delivers
you need from the
t of welding. Has an
t and back straps for a
Features heavy-duty
g, riveted chest pocket
s designed for hanging
One size fits most.



551
1-2) \$28, (3+) \$23

LEATHER WELDING GLOVES

ure an exclusive precurved form-
conforms to the natural shape of
of tough split pigskin and cowhide
-duty Kevlar® stitching and a
saddle. The unlined, padded palm
d back makes them an ideal
light maintenance, auto repair,
d a variety of other projects.



51 Price (1-2) \$27, (3+) \$23

WELDING GLOVES

provides comfort and dexterity.
atches, padded palm and Kevlar
atural grain leather; branded
hand. XL size.

1 Price (1-2) \$33, (3+) \$26

rk name of I. E. DuPont and its assigns.

#1 Wholesale Source! 1-800-525-9716

Combination of 3 of Item# 175992 shown

Connect Multiple Screens to Fit Your Needs!

STEINER PROTECT-O-SCREEN® CLASSIC WELDING SCREENS

Free-standing screens protect people, materials and equipment near welding from harmful sparks, spatter and UV flash. Sturdy square tube frame construction; assembles quickly without tools; no connectors needed.

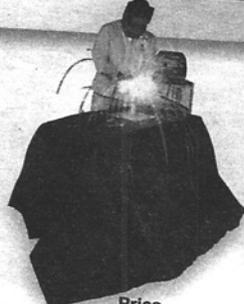
Item#	Description	Size	Ship Wt.	Price
110770-9551	†Olive Drab Duck	6' x 6'	21 lbs.	1-2 \$109 3+ \$94
110777-9551	†Gray Transparent Vinyl	6' x 6'	21 lbs.	1-2 \$109 3+ \$91
175992-9551	†Orange Transparent Vinyl	6' x 6'	20 lbs.	1-2 \$109 3+ \$91
110771-9551	†Olive Drab Duck	6' x 8'	24 lbs.	1 \$142 2+ \$120
110778-9551	†Gray Transparent Vinyl	6' x 8'	24 lbs.	1 \$137 2+ \$114
170377-9551	†Orange Transparent Vinyl	6' x 8'	24 lbs.	1 \$137 2+ \$114

†Oversize shipping surcharge applies.



STEINER VELVET SHIELD® CARBONIZED FIBER BLANKETS

Amazingly soft, lightweight and flexible, yet extremely fire and heat resistant. Withstands temperatures to 1800°F. Tough, tear-resistant blanket provides protection from welding spark and spatter. Not grommeted. In Black.

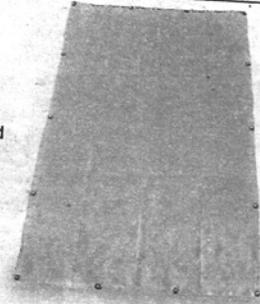


Item#	Size	Ship Wt.	Price
170389-9551	18" x 18"	1 lb.	1-2 \$18 3+ \$15
170387-9551	4' x 6'	3 lbs.	1-2 \$90 3+ \$74
170388-9551	6' x 8'	6 lbs.	1 \$166 2+ \$138
170380-9551	8' x 10'	9 lbs.	1 \$284 2+ \$239



WELDING BLANKETS

This lightweight and versatile fiberglass welding blanket provides protection from sparks, spatter and slag. Excellent insulating properties, anti-oxidation and high-temperature resistance also establish a safe, clean environment around your welding or cutting work. Built-in, evenly spaced grommets around the entire edge allow for easy vertical or horizontal hanging wherever you need it. Fire resistance rated up to 550°C/1022°F. White.



Item#	Description	Ship Wt.	Price
38783-9551	4ft. x 6ft. blanket	3 lbs.	1-2 \$18 3+ \$15
44623-9551	6ft. x 8ft. blanket	6 lbs.	1-2 \$37 3+ \$30



219

Great Plains

1-512-887-7385

HOME CHECKOUT RELIABUY WAY CUSTOMER SERVICE

Search:

GO!

MY CART

Refrigerators

Your Shopping Cart is Empty
CATEGORIES

REFRIGERATION

- Display Cases
- Freezers
- ICE
- Prep Tables
- Refrigerators**
 - Countertop
 - Glass Door
 - Solid Door
 - Worktop

DISHWASHERS

- Compact
- Large Capacity
- Standard

BEVERAGE & COFFEE

- Cappuccino Machines
- Coffee
- Cold Drink Dispensers
- Espresso
- Frozen Drink Machines
 - Hot Chocolate
- Hot Water & Tea
- Iced Tea

CONCESSION EQUIPMENT

- Cotton Candy
 - Hot Dog
- Pizza
- Popcorn
- Snow Cone

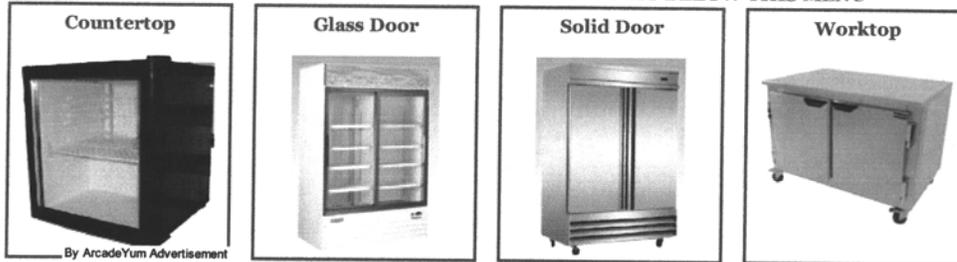
FOOD PROCESSING EQUIPMENT

- Bandsaws
- Blenders
- Bread Slicers
- Burger Presses
- Cheese Graters
- Deli Slicers
- Electric Peelers
- Food Processors
- French Fry Cutters
- Meat Grinders
- Meat Tenderizers
- Pasta Machines
- Sausage Stuffers
- Smokehouses & Dehydrators
- Tomato Slicers
- Tomato Squeezers

FOOD SERVICE EQUIPMENT

- Beer Fridge
- Buffet Servers
- Equipment Tables & Stands
- Food Sealers
- Hand Sinks
- Lockers
- Pallet Trucks

NARROW YOUR SEARCH OR VIEW CURRENT RESULTS BELOW THIS MENU



Home: More » Refrigerators

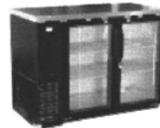
\$29.20 \$22.49 \$684.70

70 Item(s) Page 1 of 4 | 1 2 3 4 Next >>



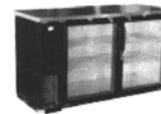
42cf Kool-it 2-Door Commercial Glass-Door Display Cooler Refrigerator

PRODUCT ID: KSM-42
~~\$4,950.00~~ Sale Price: \$1,595.00



ALAMO 11.8cf 2-Door Back-Bar Glass Display Beer Bottle Cooler

PRODUCT ID: UBB48-ALM
 Price: \$1,515.00



ALAMO 15.8cf 2-Door Back-Bar Glass Display Beer Bottle Cooler

PRODUCT ID: UBB60-ALM
 Price: \$1,730.00



ALAMO 19.6cf 3-Door Back-Bar Glass Display Beer Bottle Cooler

PRODUCT ID: UBB72-ALM
 Price: \$1,940.00



Alamo 2.0cf Countertop Commercial Glass Display Refrigerator

PRODUCT ID: SC-52
 Price: \$521.00



Alamo 2.3cf Countertop Commercial Glass Display Refrigerator

PRODUCT ID: SC-90B
 Price: \$615.00



Alamo 23cf Commercial 1-Door Stainless Reach-in Cooler Refrigerator



ALAMO 25cf Commercial 2-Glass Door Display Refrigerator Merchandiser (BLACK)



Alamo 27"W 6.25cf Commercial Stainless Undercounter Worktop Refrigerator

- Pot Sinks
- Shopping Carts
- Utility Material Carts
- Wine Cellars

FREE SHIP! PRODUCT ID: CFD-1RR-ALM-E **RELIABUY 8.3 RATING**
Price: \$1,435.00

FREE SHIP! PRODUCT ID: G768BM2F-ALM **RELIABUY 8.3 RATING**
Price: \$2,045.00

FREE SHIP! PRODUCT ID: TUC27R-ALM **RELIABUY 8.3 RATING**
Price: \$1,150.00

FRYERS

- Electric
- Gas

GRILLS & GRIDDLES

- Charbroilers
- Griddle Tops
- Griddles
- Panini & Sandwich Grills
- Vertical Broilers
- Waffle & Pancake

JUICERS

MIXERS

- General Purpose Mixers
- Spiral Dough Mixers
- Mixer Accessories

OVENS & STOVES

- Convection Ovens
- Stock Pot Ranges
- Toaster Ovens
- Wood Burning

WARMERS

- French Fry Warmers
- Merchandiser Warmers
- Nacho Cheese/Fudge Warmers
- Soup Kettles
- Syrup Warmers
- Traditional Warmers

SECURITY SAFES

- Burglary & Fire Safes
- Depository Safes
- Fire Safes
- Gun Safes
- Hotel Style Safes
- Wall Safes

Search:

GO!

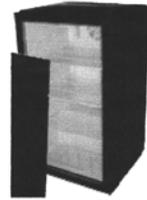
[Advanced Search](#)

OUR NEWSLETTER

Email Address **JOIN**
 Click [here](#) to unsubscribe



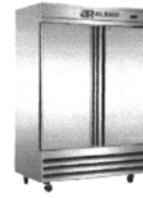
Accept Credit Cards



Alamo 4.5cf Countertop Commercial Glass Display Refrigerator



ALAMO 45cf Commercial 2-Glass Door Display Refrigerator Merchandiser (BLACK)



Alamo 46cf Commercial 2-Door Stainless Reach-in Cooler Refrigerator

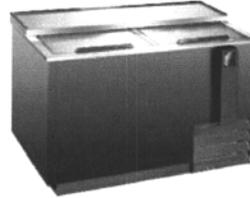
FREE SHIP! PRODUCT ID: 9C-06 **RELIABUY 8.3 RATING**
Price: \$600.00

FREE SHIP! PRODUCT ID: G1.2YBM2F-ALM **RELIABUY 8.3 RATING**
Price: \$2,015.00

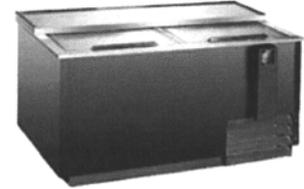
FREE SHIP! PRODUCT ID: CFD-2RR-ALM-E **RELIABUY 8.3 RATING**
Price: \$2,069.00



Alamo 47"W 12cf Commercial Stainless Undercounter Worktop Refrigerator



ALAMO 50"W 13.5cf Commercial Undercounter Stainless Beer Bottle Cooler



ALAMO 65"W 17.25cf Commercial Undercounter Stainless Beer Bottle Cooler

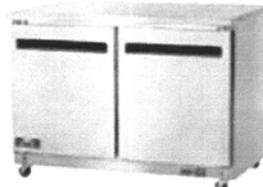
FREE SHIP! PRODUCT ID: TUC48R-ALM **RELIABUY 8.3 RATING**
Price: \$1,450.00

FREE SHIP! PRODUCT ID: JB50-ALM **RELIABUY 8.3 RATING**
Price: \$1,350.00

FREE SHIP! PRODUCT ID: JB65-ALM **RELIABUY 8.3 RATING**
Price: \$1,595.00



Alamo 72cf Commercial 3-Door Stainless Reach-in Cooler Refrigerator



Arctic Air 12cf 2-Door Stainless Commercial Undercounter Worktop Refrigerator



Arctic Air 23cf 1-Door Stainless Commercial Reach-In Cooler Refrigerator

FREE SHIP! PRODUCT ID: CFD-3RR-ALM **RELIABUY 8.3 RATING**
Price: \$3,075.00

FREE SHIP! PRODUCT ID: AUC48R **RELIABUY 8.6 RATING**
Price: \$1,180.00

FREE SHIP! PRODUCT ID: AR23 **RELIABUY 8.6 RATING**
Price: \$1,345.00



Arctic Air 25cf 1-Door WHITE Commercial Reach-In Cooler Refrigerator



Arctic Air 49cf 2-Door Stainless Commercial Reach-In Cooler Refrigerator



Arctic Air 6.5cf 1-Door Stainless Commercial Undercounter Worktop Refrigerator

FREE SHIP! PRODUCT ID: AWR25 **RELIABUY 8.7 RATING**
Price: \$1,099.00

FREE SHIP! PRODUCT ID: AR49 **RELIABUY 8.6 RATING**
Price: \$2,045.00

FREE SHIP! PRODUCT ID: AUC27R **RELIABUY 8.6 RATING**
Price: \$909.00

Search:

GO!

MY CART

Solid Door

Your Shopping Cart is Empty

CATEGORIES

REFRIGERATION

- Display Cases
- Freezers
 - Chest
 - Countertop
- Glass Door
- Solid Door
 - One Door
 - Two Door
 - Three Door
 - Worktop
- ICE
- Prep Tables
- Refrigerators

DISHWASHERS

- Compact
- Large Capacity
- Standard

BEVERAGE & COFFEE

- Cappuccino Machines
- Coffee
- Cold Drink Dispensers
- Espresso
- Frozen Drink Machines
 - Hot Chocolate
 - Hot Water & Tea
 - Iced Tea

CONCESSION EQUIPMENT

- Cotton Candy
- Hot Dog
- Pizza
- Popcorn
- Snow Cone

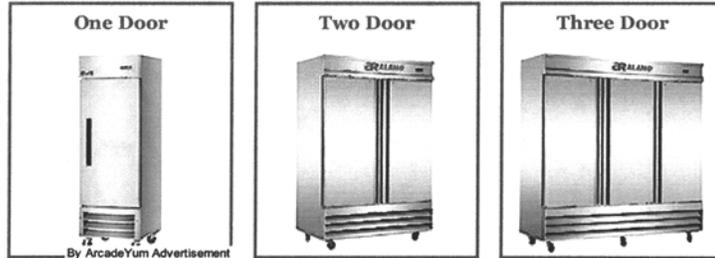
FOOD PROCESSING EQUIPMENT

- Bandsaws
- Blenders
- Bread Slicers
- Burger Presses
- Cheese Graters
- Deli Slicers
- Electric Peelers
- Food Processors
- French Fry Cutters
- Meat Grinders
- Meat Tenderizers
- Pasta Machines
- Sausage Stuffers
- Smokehouses & Dehydrators
- Tomato Slicers
- Tomato Squeezers

FOOD SERVICE EQUIPMENT

- Beer Fridge
- Buffet Servers
- Equipment Tables & Stands

NARROW YOUR SEARCH OR VIEW CURRENT RESULTS BELOW THIS MENU



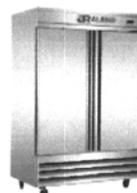
Home » Freezers » Solid Door

14 Item(s) Page 1 of 1 | 1



Alamo 23cf Commercial 1-Door Stainless Reach-in Freezer

FREE SHIP! PRODUCT ID: **CFD-1FF-ALM-E** RELIABUY **8.3** RATING
Price: \$1,649.00



Alamo 46cf Commercial 2-Door Stainless Reach-in Freezer

FREE SHIP! PRODUCT ID: **CFD-2FF-ALM-E** RELIABUY **8.3** RATING
Price: \$2,215.00



Alamo 72cf Commercial 3-Door Stainless Reach-in Freezer

FREE SHIP! PRODUCT ID: **CFD-3FF-ALM** RELIABUY **8.3** RATING
Price: \$3,245.00



Arctic Air 23cf 1-Door Stainless Commercial Reach-In Freezer

FREE SHIP! PRODUCT ID: **AF23** RELIABUY **8.6** RATING
Price: \$1,499.00



Arctic Air 25cf 1-Door WHITE Commercial Reach-In Freezer

FREE SHIP! PRODUCT ID: **AWF25** RELIABUY **8.7** RATING
Price: \$1,295.00



Arctic Air 49cf 2-Door Stainless Commercial Reach-In Freezer

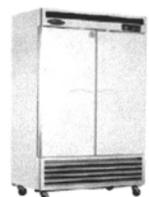
FREE SHIP! PRODUCT ID: **AF49** RELIABUY **8.6** RATING
Price: \$2,285.00



Kool-It 21cf Commercial 1-Door Stainless Steel Reach-In Freezer



Kool-It 21cf Commercial 1-Door Stainless Steel Reach-In Freezer (TOP-mount)



Kool-It 45cf Commercial 2-Door Stainless Steel Reach-In Freezer

- Food Sealers
- Hand Sinks
- Lockers
- Pallet Trucks
- Pot Sinks
- Shopping Carts
- Utility Material Carts
- Wine Cellars

FRYERS

- Electric
- Gas

GRILLS & GRIDDLES

- Charbroilers
- Griddle Tops
- Griddles
- Panini & Sandwich Grills
- Vertical Broilers
- Waffle & Pancake

JUICERS

MIXERS

- General Purpose Mixers
- Spiral Dough Mixers
- Mixer Accessories

OVENS & STOVES

- Convection Ovens
- Stock Pot Ranges
- Toaster Ovens
- Wood Burning

WARMERS

- French Fry Warmers
- Merchandiser Warmers
- Nacho Cheese/Fudge Warmers
- Soup Kettles
- Syrup Warmers
- Traditional Warmers

SECURITY SAFES

- Burglary & Fire Safes
- Depository Safes
- Fire Safes
- Gun Safes
- Hotel Style Safes
- Wall Safes

Search:

GO!

[Advanced Search](#)

OUR NEWSLETTER

Email Address **JOIN**

Click [here](#) to unsubscribe



Accept Credit Cards

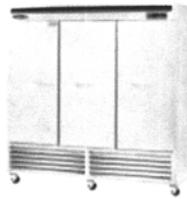


PRODUCT ID: KBSF-1
Price: \$1,965.00
 FREE SHIP! RELIABUY 8.5 RATING



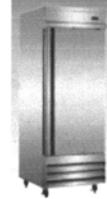
Kool-It 45cf Commercial 2-Door Stainless Steel Reach-In Freezer (TOP-mount)

PRODUCT ID: KTSF-1
Price: \$2,045.00
 FREE SHIP! RELIABUY 8.5 RATING



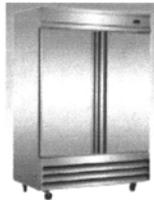
Kool-It 72cf Commercial 3-Door Stainless Steel Reach-In Freezer

PRODUCT ID: KBSF-2
Price: \$2,885.00
 FREE SHIP! RELIABUY 8.5 RATING



OMCAN 21cf 1-Door Stainless Commercial Reach-in Freezer (PREMIUM edition)

PRODUCT ID: KTSF-2
Price: \$2,890.00
 FREE SHIP! RELIABUY 8.5 RATING



OMCAN 41cf 2-Door Stainless Commercial Reach-in Freezer (PREMIUM edition)

PRODUCT ID: KBSF-3
Price: \$4,010.00
 FREE SHIP! RELIABUY 8.5 RATING



OMCAN 66cf 3-Door Stainless Commercial Reach-in Freezer (PREMIUM edition)

PRODUCT ID: CFD-2FF-PREM
Price: \$2,875.00
 FREE SHIP! RELIABUY 8.7 RATING

PRODUCT ID: CFD-3FF-PREM
Price: \$3,760.00
 FREE SHIP! RELIABUY 8.7 RATING

Search:

GO!

MY CART

Glass Door

Your Shopping Cart is Empty

CATEGORIES

REFRIGERATION

- Display Cases
- Freezers**
 - Chest
 - Countertop
- Glass Door**
 - One Door
 - Two Door
 - Three Door
- Solid Door
 - Worktop
- ICE
- Prep Tables
- Refrigerators

DISHWASHERS

- Compact
- Large Capacity
- Standard

BEVERAGE & COFFEE

- Cappuccino Machines
- Coffee
- Cold Drink Dispensers
- Espresso
- Frozen Drink Machines
 - Hot Chocolate
 - Hot Water & Tea
 - Iced Tea

CONCESSION EQUIPMENT

- Cotton Candy
 - Hot Dog
- Pizza
- Popcorn
- Snow Cone

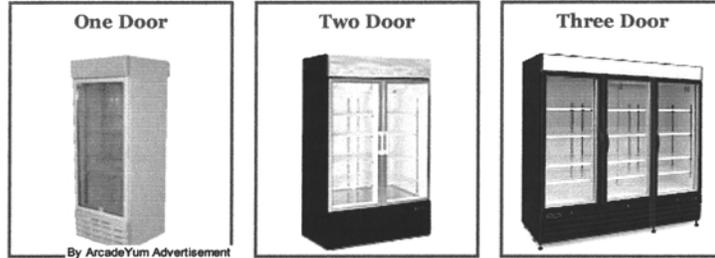
FOOD PROCESSING EQUIPMENT

- Bandsaws
- Blenders
- Bread Slicers
- Burger Presses
- Cheese Graters
- Deli Slicers
- Electric Peelers
- Food Processors
- French Fry Cutters
- Meat Grinders
- Meat Tenderizers
- Pasta Machines
- Sausage Stuffers
- Smokehouses & Dehydrators
- Tomato Slicers
- Tomato Squeezers

FOOD SERVICE EQUIPMENT

- Beer Fridge
- Buffet Servers
- Equipment Tables & Stands

NARROW YOUR SEARCH OR VIEW CURRENT RESULTS BELOW THIS MENU



Home: \$169.00 \$1,796 \$1,690 [More](#) » Freezers » Glass Door

9 Item(s) Page 1 of 1 | 1



ALAMO 12.3cf Commercial 1-Glass Door Upright Display FREEZER

PRODUCT ID: YWC-1V **RELIABUY 8.3 RATING**
FREE SHIP! Price: \$2,040.00



ALAMO 12cf Commercial 1-Glass Door Display FREEZER Merchandiser (BLACK)

PRODUCT ID: D368BMF-ALM **RELIABUY 8.3 RATING**
FREE SHIP! Price: \$1,745.00



ALAMO 27cf Commercial 2-Glass Door Display FREEZER Merchandiser (BLACK)

PRODUCT ID: D768BM2F-BLK **RELIABUY 8.3 RATING**
FREE SHIP! Price: \$2,495.00



ALAMO 8.4cf Commercial 1-Glass Door Display FREEZER Merchandiser (BLACK)

PRODUCT ID: D238BMF-ALM **RELIABUY 8.3 RATING**
FREE SHIP! Price: \$1,525.00



KOOL-IT New 23cf Commercial Glass Door Display Freezer

PRODUCT ID: KGF-23 **RELIABUY 8.3 RATING**
FREE SHIP! Price: \$2,375.00



KOOL-IT New 48cf Commercial Glass Door Display FREEZER

PRODUCT ID: KGF-48 **RELIABUY 8.7 RATING**
FREE SHIP! Price: \$2,870.00



KOOL-IT New 72cf Commercial Glass Door Display FREEZER



OMCAN 23cf 1-Glass Door Commercial FREEZER (PREMIUM edition)



OMCAN 25cf 2-Glass Door Commercial FREEZER (PREMIUM edition)

- Food Sealers
- Hand Sinks
- Lockers
- Pallet Trucks
- Pot Sinks
- Shopping Carts
- Utility Material Carts
- Wine Cellars

FREE SHIP! **PRODUCT ID: KGF-72** **RELIABUY 8.7 RATING**
Price: \$3,895.00

FREE SHIP! **PRODUCT ID: D648BMF-PREM** **RELIABUY 8.7 RATING**
Price: \$2,375.00

FREE SHIP! **PRODUCT ID: D768BM2F-PREM** **RELIABUY 8.7 RATING**
Price: \$2,850.00

FRYERS

- Electric
- Gas

GRILLS & GRIDDLES

- Charbroilers
- Griddle Tops
- Griddles
- Panini & Sandwich Grills
- Vertical Broilers
- Waffle & Pancake

JUICERS

MIXERS

- General Purpose Mixers
- Spiral Dough Mixers
- Mixer Accessories

OVENS & STOVES

- Convection Ovens
- Stock Pot Ranges
- Toaster Ovens
- Wood Burning

WARMERS

- French Fry Warmers
- Merchandiser Warmers
- Nacho Cheese/Fudge Warmers
- Soup Kettles
- Syrup Warmers
- Traditional Warmers

SECURITY SAFES

- Burglary & Fire Safes
- Depository Safes
- Fire Safes
- Gun Safes
- Hotel Style Safes
- Wall Safes

Search:

GO!

[Advanced Search](#)

OUR NEWSLETTER

Email Address **JOIN**

Click [here](#) to unsubscribe



Accept Credit Cards





Home

Sell

Buy

Truck Deals

Want to Buy

Dealers

Financing

Insurance

Type: Trucks
 Stock#, Listing#, or Keywords:
 Find Now | Reset

Category: Refrigerated
 State/Province: <All States/Provinces>
 Only listings w/photos

Make: <All Makes>
 Year: to
 Show 25 listings at a time

Model:
 Price Range: to Has Price
 New or Used Leasing Rental

Refrigerated Trucks For Sale (Reefer Truck)

International Reefer Trucks | Freightliner Refrigerated Trucks | Isuzu Refrigerated Trucks | GMC Reefer Trucks | Kenworth Reefer Trucks

Aaron's Semi Repair

Complete Tractor And Trailer Repair We Hate To Say No - Rock Springs Wy

Displaying records 1 to 25 of 385

1 2 3 4 5 6 7 8 9 10 ... Next >>

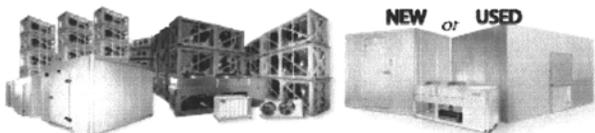
Year	Make	Model	City, State	Price
	2008 HINO	268	Souderton, PA	\$29,995
<p>Call Bergey's Truck Center at 888-484-9985 2008 HINO UNDER C GVV WITH CARRIER 40X REEFER, 20' MICKEY FULLY INSULATEI TRAC, ONLY 132,009 ORIGINAL MILES, HINO DIESEL ...</p>		<p>Stock# TU1322 20' REEFER. HINO 268, 26,000 EFER BODY WITH 3 ROWS OF E-</p>	<p>Finance it! Insurance Quote</p>	
	2007 Freightliner	BUSINESS CLASS M2 106	MEDLEY, FL	\$28,250
<p>Call Penske Used Trucks at 888-897-3372 DUCT FLOOR 2034 RE 2 HOURS JAN'1 Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle del...</p>		<p>Stock# 529622</p>	<p>Finance it! Insurance Quote</p>	
	2007 Freightliner	M2 106	Sebewaing, MI	\$19,900
<p>Call Ellenbaum Truck Sales at 989-883-3382 2007 Freightliner M2 106, 190 Horsepower, C7 Caterpillar, Manual 5 Speed, Under CDL, 14'x96"x91" Kidron Reefer Van Body w/Swing Door, Door Measures 32"W x 79"T, Interior Measures 165...</p>		<p>Stock# 6394</p>	<p>Insurance Quote</p>	
	2007 MACK	CX600	Trenton, NJ	\$41,500
<p>Call Bergey's Truck Center at 888-484-9985 2007 MACK CXN613 TANDEM AXLE REEFER, MACK AC- 310/330 HP, MACK 9 SPEED TRANS, 238" WHEELBASE, NEW TURBO, 264,342 MILES, 12300 LBS FRONT AXLE, 38000 LBS REAR AXLES ON AIR RIDE, PO...</p>		<p>Stock# TU1300</p>	<p>Finance it! Insurance Quote</p>	
	2010 Freightliner	BUSINESS CLASS M2 106	WINSTON SALEM, NC	\$42,500
<p>Call Penske Used Trucks at 888-897-3372 SINGLE TEMP REEFER WITH 2386 HOUR Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle deli...</p>		<p>Stock# 702757</p>	<p>Finance it! Insurance Quote</p>	
	2011 Hino	268	JACKSON, MS	\$51,000
<p>Call Penske Used Trucks at 888-897-3372 SINGLE TEMP REEFER WITH 1884 HOUR Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle deli...</p>		<p>Stock# 602165</p>	<p>Finance it! Insurance Quote</p>	
	2007 Hino	268	CHESTER, VA	\$27,000
<p>Call Penske Used Trucks at 888-897-3372 COLD PLATE BODY Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle delivery options and cu...</p>		<p>Stock# 518317</p>	<p>Finance it! Insurance Quote</p>	
	2007 International	4300	DALLAS, TX	\$30,250
<p>Call Penske Used Trucks at 888-897-3372 Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle delivery options and custom painting. E...</p>		<p>Stock# 1372187</p>	<p>Finance it! Insurance Quote</p>	
	2003 International	4300	TORRANCE, CA	\$15,000
<p>Call Penske Used Trucks at 888-897-3372 DOT ONLY REQUIRES INSPECTION PRIOR TO PURCHAS Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; ...</p>		<p>Stock# 702247</p>	<p>Finance it! Insurance Quote</p>	
	2007 Hino	268	PHOENIX, AZ	\$23,750
		<p>Stock# 524462</p>		



Call Penske Used Trucks at 888-897-3372 SINGLE TEMP REEFER WITH 18109 HOUR Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle del...

Finance it!
Insurance Quote

BARR (888) 661-0871
www.barrinc.com
The world's Largest Inventory



NEW or USED
The world's Best Savings

[CLICK HERE](#)



2005 Isuzu GMC 16FT L X 96IN W X 91IN H Stock# HEM/MONOCACY
Call HAROLD JONES USED TRUCKS, TRAILERS & ETC. SALES at 717-446-1335 14,500# GVWR, FREDERICK, MD
HYDRAULIC BRAKES, HORIZONTAL EXHAUST, MORGAN FULLY INSULATED 16' LONG X 96" WIDE X 91" HIGH REFRIGERATED VAN BODY W/ROLLUP REAR DOOR, CARRIER 30S REFRIGERATION UNIT W/N...

\$17,900
NEW COOLING COMPRESSOR & BATT

Finance it!
Insurance Quote



2009 GMC W5500 Stock# 573445
Call Penske Used Trucks at 888-897-3372 SINGLE TEMP REEFER - ENGINE DRIVEN Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle deli...

WEST BABYLON, NY

\$29,250

Finance it!
Insurance Quote



2007 KENWORTH T300 Stock# 0281590
Call Murphy-Hoffman Company at 866-483-1931 6601196

Mableton, GA

\$29,000

Insurance Quote



2008 International 4300 Stock# 544653
Call Penske Used Trucks at 888-897-3372 SINGLE TEMP - 7414 REEFER HOU RS;TRU NON-CARB COMPLIANT - EPA YEAR 2004 ENGINE IN CHASSIS Thank you for viewing this Penske owned used vehicle. We offer finance options; extended wa...

TORRANCE, CA

\$32,500

Finance it!
Insurance Quote



2005 Hino 185
Call 410-905-4446 Hino (Toyota) 185 2005 Box Truck 14' - \$24000, OBO Refrigerated box truck 2005, Hino 185, odometer reads about 129000, box has roll back door, aluminum flooring, insulated walls, ...

Elkridge, MD

\$24,000

Finance it!
Insurance Quote



2007 Freightliner BUSINESS CLASS M2 106 Stock# 502283
Call Penske Used Trucks at 888-897-3372 Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle delivery options and custom painting. E...

AKRON, NY

\$17,500

Finance it!
Insurance Quote



2007 Isuzu NQR Crew Cab Stock# U13409
Call Monarch Truck Center at 408-275-0500 2007 Isuzu Crew Cab NQR 14ft x 93"H x 96"W Refrigeration Truck, 4 door crew cab, diesel, automatic, ac, cd player, power windows and locks, cruise, kimlight lined reefer walls, 2 row...

San Jose, CA

\$36,900

Finance it!
Insurance Quote



2006 International 7400 Stock# 6382
Call Ellenbaum Truck Sales at 989-883-3382 2006 International 7400, 310 Horsepower, DT570, Automatic, 26'x102"x100" Babcock Reefer Van Body w/Roll Up Door, Door Opening 89"W x 91"T, Inside Measures 96"W, 100" Ceiling to Floor...

Sebewaing, MI

\$34,900

Insurance Quote



2012 Peterbilt 337 Stock# 702136
Call Penske Used Trucks at 888-897-3372 Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle delivery options and custom painting. E...

LANCASTER, PA

\$69,250

Finance it!
Insurance Quote



2009 GMC W4500 Stock# 566972
Call Penske Used Trucks at 888-897-3372 SINGLE TEMP REEFER Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle delivery options and...

NEW BEDFORD, MA

\$30,750

Finance it!
Insurance Quote



2007 KENWORTH T300 Stock# 0281588
Call Murphy-Hoffman Company at 866-483-1931 6601194

Mableton, GA

\$29,000

Insurance Quote

2009 Hino 338

Stock# 563347

ALLENTOWN, PA

\$34,750



Call Penske Used Trucks at 888-897-3372 SINGLE TEMP REEFER - 6635 ENGINE HOURS Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle ...

Finance it!
Insurance Quote



2012 Freightliner BUSINESS CLASS M2 106

Stock# 610081

ALBANY, NY

\$54,250

Call Penske Used Trucks at 888-897-3372 SINGLE TEMP REEFER - 5358 HOURS Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle deliver...

Finance it!
Insurance Quote



2004 Peterbilt 330

Stock# 702062

POMPANO
BEACH, FL

\$14,000

Call Penske Used Trucks at 888-897-3372 DOT ONLY/REQUIRE INSPECTION Thank you for viewing this Penske owned used vehicle. We offer finance options; extended warranty plans; roadside assistance program; vehicle delivery op...

Finance it!
Insurance Quote



2010 Hino 338

Stock# 7743T

Shrewsbury, NJ

\$38,500

Call Hino Trucks of South Jersey at 877-540-0031 Cold plate refrigeration truck. 33,000 GVW with 16 ft. Johnson body

Finance it!
Insurance Quote

Displaying records 1 to 25 of 385

1 2 3 4 5 6 7 8 9 10 ... Next >>

Compare Ford® Super Duty®

Put Ford Super Duty® Side by Side Against the Competition Now!



[Sitemap](#) | [Free Shipping Quote](#) | [About Us](#) | [Contact Us](#) | [Privacy Statement](#) | [Support](#) | [Resources](#) | [Fraud Tips](#) | [Truck Dealers](#) | [Trailer Dealers](#) | [Semi Trailers For Sale](#)
[Fleet Truck Sales](#) | [Commercial Trucks For Sale](#) | [Trailer Rentals](#) | [Truck Equipment and Accessories](#) | [Trucking Jobs](#) | [Parts for Sale](#) | [For Sale By Owner](#)
[Truck School Scholarships](#)

© Copyright 2015, All Rights Reserved - Trucker To Trucker LLC - New and Used Trucks for Sale

5. Funding Timeline :

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)
College Heights Oasis Food and Clothing Pantry
First Church of the Nazarene
Holy Cross Center, Inc (Community Food Bank)
Poverty Resistance Food Pantry

The funds are needed and will be used when available. After the funds are secured, orders will be conducted to receive the goods in a timely manner.

6. Project Debt Disclosure:

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)
College Heights Oasis Food and Clothing Pantry
First Church of the Nazarene
Holy Cross Center, Inc (Community Food Bank)
Poverty Resistance Food Pantry

There is no existing project indebtedness for any pantry listed above.

7. Non-Profit Status:

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)

College Heights Oasis Food and Clothing Pantry

First Church of the Nazarene

Holy Cross Center, Inc (Community Food Bank)

Poverty Resistance Food Pantry

Enclosed are non-profit tax exempt status / numbers where applicable.



THE GENERAL COUNCIL OF THE ASSEMBLIES OF GOD
1445 NORTH BOONVILLE AVENUE • SPRINGFIELD, MISSOURI 65802-1894

JAMES T. BRADFORD
GENERAL SECRETARY

417-862-2781
417-862-0133 FAX
GENEALSECRETARY@AG.ORG

September 2, 2011

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY The General Council of the Assemblies of God, 1445 N. Boonville Avenue, Springfield, Missouri, Federal Identification Number: 44-0577787, is recognized by the Internal Revenue Service as a 501(c)(3) tax exempt nonprofit corporation, with Group Exemption Number: 1678; and Faith Assembly of God, Casper, Wyoming, Federal Identification Number 83-0261040, an official church recognized by the General Council of the Assemblies of God and was officially listed as part of the General Council of the Assemblies of God on January 1, 1956, and that it is therefore one of the exempt subordinate units covered by the attached exemption letters issued to us by the Internal Revenue Service under the 501(c)(3) ruling of the federal tax code.

Any favor that can be shown to this church will be sincerely appreciated.

In Christ,

A handwritten signature in black ink that reads 'James Bradford'. The signature is written in a cursive, flowing style.

James T. Bradford
General Secretary

JTB:ns
Enclosure

Streamlined Sales Tax Agreement Certificate of Exemption

Approved by the SSTP at its January 13, 2004 Meeting
Form not effective until 10 states with 20 percent of the population have been deemed to be in compliance with the agreement.

Warning to purchaser:

This is a multi-state form. Not all states allow all exemptions listed on this form. Purchasers are responsible for knowing if they qualify to claim exemption from tax in the state that is due tax on this sale. The state that is due tax on this sale will be notified that you claimed exemption from sales tax. You will be held liable for any tax and interest, as well as civil and criminal penalties imposed by the member state, if you are not eligible to claim this exemption. Sellers may not accept a certificate of exemption for sales sourced within the state if an exemption does not apply in the seller's state.

WY

Enter the two-letter postal abbreviation for the state under whose laws you are claiming exemption.

Check one:

- Single purchase certificate. Relates to invoice/purchase order # _____.
- Blanket certificate. If checked, this certificate continues in force until canceled by the purchaser.

Print or type

Name of purchaser <i>Faith Assembly of God</i>			
Business address <i>4301 Casper Mtn Rd</i>		City <i>Casper</i>	State <i>WY</i>
Purchaser's tax ID number <i>28959</i>		State of issue <i>Wyoming</i>	Zip code <i>82601</i>
Country of issue <i>Natrona</i>			
If no tax ID number, enter one of the following:	FEIN	Driver's license number/State issued ID number state of issue number	Foreign diplomat number
Name of seller from whom you are purchasing, leasing or renting			
Seller's address		City	State Zip code

Type of business

Type of business. Circle the number that describes your business.

- | | |
|---|---------------------------------------|
| 01 Accommodation and food services | 11 Transportation and warehousing |
| 02 Agricultural, forestry, fishing, hunting | 12 Utilities |
| 03 Construction | 13 Wholesale trade |
| 04 Finance and insurance | 14 Business services |
| 05 Information, publishing and communications | 15 Professional services |
| 06 Manufacturing | 16 Education and health-care services |
| 07 Mining | 17 Nonprofit organization |
| 08 Real estate | 18 Government |
| 09 Rental and leasing | 19 Not a business |
| 10 Retail trade | 20 Other (explain) _____ |

Reason for exemption

Reason for exemption. Circle the letter that identifies the reason for the exemption.

- | | |
|---|---|
| A Federal government (department) _____ | H Agricultural production # _____ |
| B State or local government (name) _____ | I Industrial production/manufacturing # _____ |
| C Tribal government (name) _____ | J Direct pay permit # _____ |
| D Foreign diplomat # _____ | K Multiple points of use (services, digital goods, or computer software delivered electronically) |
| <u>E</u> Charitable organization # <i>28959</i> | L Direct mail # _____ |
| F Religious or educational organization # _____ | M Other (explain) _____ |
| G Resale # _____ | |

I declare that the information on this certificate is correct and complete to the best of my knowledge and belief.

Sign here

Signature of authorized purchaser <i>Ken Kleine</i>	Print name here <i>Ken Kleine</i>	Title <i>Accountant</i>	Date <i>8-6-11</i>
--	--------------------------------------	----------------------------	-----------------------

College Heights Oasis Food and Clothing Pantry

1. \$10,000 a year is budgeted just for food
2. Operating Costs are \$10,000 Food, \$4,000 maintenance,
3. New commercial refrigerators are needed. \$25,000
4. Annual minimum \$15,000 Lifetime \$300,000?
5. Funds are needed immediate for refrigerators
6. No existing debt
7. Non-profit thru the church 83-0232883
8. None received
9. The growing need of the unemployed and underemployed
10. NA



State of Wyoming
DEPARTMENT OF REVENUE

DAVE FREUDENTHAL, *Governor*
EDMUND J. SCHMIDT, *Director*

122 West 25th Street, 2-West, Cheyenne, Wyoming 82002-0110
Telephone:(307) 777-7961 o Web:http://revenue.state.wy.us o E-mail:dor@wy.gov

Administration Fax (307)777-7722 o Property Tax Division Fax (307)777-7527 o Excise Division Fax (307)777-3632 o Mineral Division Fax (307)777-7849 o Liquor Division Fax (307)777-6255

February 6, 2007

First Church of the Nazarene
2020 South Jefferson
Casper, WY 82601

Based on the information you have furnished this office, we find that *First Church of the Nazarene*, qualifies for exemption from Wyoming sales/use tax under W.S. 39-15-105 and 39-16-105, 1998. *This exemption has been in effect uninterrupted since October 5, 1998.*

This exemption extends to *all purchases by the organization* in and for the regular *religious* functions and activities of the organization. Purchases by the organization of services and tangible personal property used to provide benefits to members or employees, such as housing, clothing, transportation, food, etc., would not be exempt the tax.

As a *religious* organization, your occasional sales for fund-raising purposes are also exempt from sales tax under W.S. 39-15-105 and 39-16-105. However, if you make regular or routine sales for fund-raising purposes, such regular sales are not exempt. If such sales are made by your organization, you are required to obtain a Wyoming Sales/Use Tax license and file regular tax returns with this department for your sales. If you have any questions about the classification of sales made by your organization, we urge you to submit written evidence of your activities and request a ruling.

This exemption does not extend to personal purchases made by employees or members of the organization, nor to contractors who may be performing for the organization. Purchases made by employees or members of the organization with later reimbursement by the organization are subject to the tax. A properly completed Certificate of Exemption must be furnished to your suppliers. Please find enclosed a Streamlined Sales Tax Agreement Certificate of Exemption for your use. *Your revenue identification (RID) number is 128479.*

Sincerely,


Gwynne James
Program Coordinator - Exemptions
Excise Tax Division


Donna G. Campbell, *Manager*
for Daniel W. Noble
Administrator
Excise Tax Division



Wyoming Sales and Use Tax Exemption Certificate

Cannot be used to purchase Gasoline or Special Fuel
(see back of this form for instructions)

Tax must be collected on all sales of tangible personal property or taxable services unless an Exemption Certificate is furnished. Read instructions on back of form before completing this Certificate.

State of Wyoming

Revenue ID# 128479

Issued To:

Vendor			Date	
Street Address	City	State	Zip Code	

To Be Completed By Purchaser: I, the undersigned, hereby certify that I am making an exempt purchase as follows:

If a vendor, my active Wyoming sales/use tax license number is:

0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---

My principal business or activity is:

I claim an exemption for the following reason (place an X in applicable box or boxes):

Purchase For Resale: (See instructions on back)

1. Purchases made for resale or taxable services for resale.

Purchase By Commercial Agricultural Producer: (See instructions on back)

2. Purchase of livestock kept for agricultural use or for resale or for profit, which includes, but is not limited to: horses, cattle, mules, asses, sheep, swine, llamas, bison, ostrich, emu, poultry, fish, and honey bees.
- 3.* Purchase of power or fuel used directly in agriculture. Must be metered, stored, or separately accounted for to distinguish it from non-exempt power or fuel.
4. Purchase of feeds used in commercial feeding of livestock for marketing purposes. Also includes seeds, roots, bulbs, small plants, and fertilizer planted or applied to land, the products of which are to be sold or applied to land in a state or federal crop set aside program.

Purchase Of Rolling Stock: (See instructions on back)

5. Purchase of rolling stock including locomotives purchased by interstate railroads, aircraft purchased by interstate air carriers and trucks, truck tractors, trailers, semitrailers and passenger buses purchased by interstate carriers which are holders of valid Federal Highway Administration or Civil Aeronautics Board permits or authorities if they are to be substantially used in interstate commerce.

Purchase Made By Persons Engaged In Manufacturing, Processing Or Compounding: (See instructions on back)

6. Purchases of tangible personal property for manufacturing, processing or compounding if that property becomes an ingredient or component of the final manufactured product.
7. Purchase of containers, labels or shipping cases used for the tangible personal property so manufactured, processed or compounded.
- 8.* Purchase of power or fuel by a person engaged in the business of manufacturing or processing when the same is consumed directly in manufacturing or processing. Must be metered, stored, or separately accounted for to distinguish it from non-exempt power or fuel.
9. Purchase of power or fuel by a person engaged in the transportation business when the power or fuel is used in generating motive power for actual transportation purposes.
10. Purchases of fuel for use as boiler fuel in the production of electricity.

Purchase Made By Exempt Organizations: (See Instructions on back)

- 11.* Purchase made by religious or charitable organizations.
12. Purchase made by the United States Government.
13. Purchase made by the State of Wyoming or its political subdivisions.
14. Purchase made by Wyoming Joint Apprenticeship Training Programs.
15. Purchase made by Wyoming Joint Powers Boards.
- 16.* Purchase made by non-profit organizations providing meals or services to senior citizens.
17. Purchase made by an Irrigation District created under W.S. 41-7-201 through W.S. 41-7-210.
18. Purchase made by a Weed and Pest District.

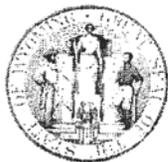
Purchase Made By Native Americans: (See instructions on back)

19. Purchase made on the reservation by enrolled tribal members residing on the Wind River Indian Reservation.

Note: * You must have prior approval from the Department of Revenue before taking this exemption.

I understand that by signing this certificate I may make "tax free" purchases of tangible personal property or purchase taxable services which are for exempt purposes. I will pay sales or use tax on all tangible personal property used or consumed in a taxable manner. In addition, I understand that I will be liable for the tax due, plus substantial penalties and interest, for any erroneous or false use of this certificate.

Name Of Purchaser FIRST CHURCH OF THE NAZARENE	Street Address 2020 S. JEFFERSON
Signature Of Owner, Partner, Officer Of Corporation, etc.	City CASPER
Title	State WY Zip Code 82601



State of Wyoming

DEPARTMENT OF REVENUE

DAVE FREUDENTHAL, Governor
EDMUND J. SCHMIDT, Director

122 West 25th Street, 2-West, Cheyenne, Wyoming 82002-0110
Telephone: (307) 777-7961 • Web: <http://revenue.state.wy.us> • E-mail: dor@wy.gov

Administration Fax (307)777-7722 • Property Tax Division Fax (307)777-7527 • Excise Division Fax (307)777-3632 • Mineral Division Fax (307)777-7849 • Liquor Division Fax (307)777-6255

February 8, 2006

Holy Cross Center, Inc.
1030 North Lincoln
Casper, WY 82601

Based on the information you have furnished this office, we find that the *Holy Cross Center, Inc.*, qualifies for exemption from Wyoming sales/use tax under W. S. 39-15-105 and 39-16-105, 1998. *This exemption has been in effect uninterrupted since June 11, 1990.*

This exemption extends to *all purchasers by the organization* in and for the regular *religious* functions and activities of the organization. Purchases by the organization of services and tangible personal property used to provide benefits to members or employees, such as housing, clothing, transportation, food, etc. would not be exempt the tax.

As a *religious* organization, your occasional sales for fund-raising purposes are also exempt from sales tax under W. S. 39-15-105 and 39-16-105. However, if you make regular or routine sales for fund-raising purposes, such regular sales are not exempt. If such sales are made by your organization, you are required to obtain a Wyoming Sales/Use Tax license and file regular tax returns with this department for your sales. If you have any questions about the classification of sales made by your organization, we urge you to submit written evidence of your activities and request a ruling.

This exemption does not extend to personal purchases made by employees or members of the organization, nor to contractors who may be performing for the organization. Purchases made by employees or members of the organization with later reimbursement by the organization are subject to the tax. Copies of this letter must be furnished to your suppliers along with the properly completed Certificate of Exemption. Please find enclosed a Streamlined Sales Tax Agreement Certificate of Exemption. *Your revenue identification (RID) number is 167117.*

Sincerely,

Gwynne James
Taxability Specialist
Excise Tax Division

Robert C. Tompkins
Education and Taxability Manager
Excise Tax Division

This is a multi-state form. Not all states allow all exemptions listed on this form. Purchasers are responsible for knowing if they qualify to claim exemption from tax in the state that would otherwise be due tax on this sale. The seller may be required to provide this exemption certificate (or the data elements required on the form) to a state that would otherwise be due tax on this sale.

The purchaser will be held liable for any tax and interest, and possibly civil and criminal penalties imposed by the member state, if the purchaser is not eligible to claim this exemption. A seller may not accept a certificate of exemption for an entity-based exemption on a sale made at a location operated by the seller within the designated state if the state does not allow such an entity-based exemption.

1. Check if you are attaching the Multi-state Supplemental form.
 If not, enter the two-letter postal abbreviation for the state under whose laws you are claiming exemption.
2. Check if this certificate is for a single purchase and enter the related invoice/purchase order # _____

3. Please print

Name of purchaser Holy Cross Center, Inc.			
Business Address 1030 N. Lincoln St.	City Casper	State WY	Zip Code 82601
Purchaser's Tax ID Number 167117 (RID)	State of Issue WY	Country of Issue USA	
If no Tax ID Number, Enter one of the following:	FEIN 83-0283605	Driver's License Number/State Issued ID Number State of Issue: _____ Number: _____	Foreign diplomat number
Name of seller from whom you are purchasing, leasing or renting			
Seller's Address			
City			
State			
Zip Code			

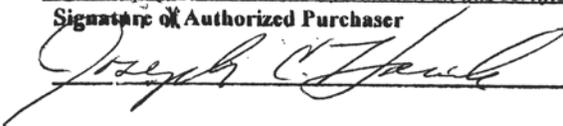
4. Type of business. Circle the number that describes your business.

- | | |
|---|--|
| <p>01 Accommodation and food services
 02 Agricultural, forestry, fishing, hunting
 03 Construction
 04 Finance and insurance
 05 Information, publishing and communications
 06 Manufacturing
 07 Mining
 08 Real estate
 09 Rental and leasing
 10 Retail trade</p> | <p>11 Transportation and warehousing
 12 Utilities
 13 Wholesale trade
 14 Business services
 15 Professional services
 16 Education and health-care services
 17 Nonprofit organization
 18 Government
 19 Not a business
 20 Other (explain) _____</p> |
|---|--|

5. Reason for exemption. Circle the letter that identifies the reason for the exemption.

- | | |
|--|--|
| <p>A Federal government (department) _____
 B State or local government (name) _____
 C Tribal government (name) _____
 D Foreign diplomat # _____
 E Charitable organization # _____
 F Religious or educational organization # _____
 G Resale # _____</p> | <p>H Agricultural production # _____
 I Industrial production/manufacturing # _____
 J Direct pay permit # _____
 K Direct mail # _____
 L Other (explain) _____</p> |
|--|--|

6. Sign here. I declare that the information on this certificate is correct and complete to the best of my knowledge and belief.

Signature of Authorized Purchaser 	Print Name Here Joseph A. Haack	Title Director	Date
---	---	--------------------------	------



State of Wyoming
DEPARTMENT OF REVENUE

MATTHEW H. MEAD, Governor
DANIEL W. NOBLE, Director

122 West 25th Street, 2-West, Cheyenne, Wyoming 82002-0110
Telephone:(307) 777-7961 o Web:<http://revenue.wyo.gov/>
E-mail: DOR_Taxability@wyo.gov

Property Tax Division Fax (307)777-7527 o Excise Division Fax (307)777-3632 o Mineral Division Fax (307)777-7849 o Liquor Division Fax (307)777-6255

August 4, 2014

Poverty Resistance Food Pantry
450 S. Wolcott
Casper, WY 82601
E-mail : lgwicklund@gmail.com

Dear Linda,

Based on the information you have furnished this office, we find that ***Poverty Resistance Food Pantry*** qualifies for exemption from Wyoming sales/use tax under W.S. 39-15-105 and 39-16-105. ***This exemption has been in effect uninterrupted since December 3, 2013.***

This exemption extends to ***all purchases by the organization*** in and for the regular ***charitable*** functions and activities of the organization. Purchases by the organization of services and tangible personal property used to provide benefits to members or employees, such as housing, clothing, transportation, food, etc., would not be exempt the tax.

As a ***charitable*** organization, your occasional sales for fund-raising purposes are also exempt from sales tax under W.S. 39-15-105 and 39-16-105. ***However, if you make regular or routine sales for fund-raising purposes, such regular sales are not exempt. If such sales are made by your organization, you are required to obtain a Wyoming Sales/Use Tax license and file regular tax returns with this department for your sales.*** If you have any questions about the classification of sales made by your organization, we urge you to submit written evidence of your activities and request a ruling.

This exemption does not extend to personal purchases made by employees or members of the organization, nor to contractors who may be performing for the organization. Purchases made by employees or members of the organization with later reimbursement by the organization are subject to the tax. A properly completed Certificate of Exemption must be furnished to your suppliers.

Please find enclosed a Streamlined Sales Tax Agreement Certificate of Exemption with Instructions for your use. You may obtain additional blank copies from our website <http://revenue.wyo.gov/> under "Excise (sales & Use) Tax Division link. Please note that a properly completed form includes Section 3 information regarding purchaser as well as seller to be completed. In Section 4, #20 designate your entity as a charitable organization. Then in Section 5, letter E indicate your ***Revenue Identification (RID) number, which is 264710.*** The absence of this document would require you to pay sales tax on the purchase.

Finally, should there be a change in the condition of your organization (i.e. IRS designation, name, address, or charitable condition) you are required to notify the Department immediately to obtain a current determination. Should you have any questions on this or other sales/use tax matters, please contact the Department of Revenue at (307) 777-2459.

Sincerely,



Lisa Howell
Tax Examiner
Education and Taxability
Excise Tax Division



Terri Lucero
Manager
Education and Taxability
Excise Tax Division

This is a multi-state form. Not all states allow all exemptions listed on this form. Purchasers are responsible for knowing if they qualify to claim exemption from tax in the state that would otherwise be due tax on this sale. The seller may be required to provide this exemption certificate (or the data elements required on the form) to a state that would otherwise be due tax on this sale.

The purchaser will be held liable for any tax and interest, and possibly civil and criminal penalties imposed by the member state, if the purchaser is not eligible to claim this exemption. A seller may not accept a certificate of exemption for an entity-based exemption on a sale made at a location operated by the seller within the designated state if the state does not allow such an entity-based exemption.

1. Check if you are attaching the Multi-state Supplemental form.
 If not, enter the two-letter postal abbreviation for the state under whose laws you are claiming exemption.

2. Check if this certificate is for a single purchase and enter the related invoice/purchase order # _____

3. **Please print**

Name of purchaser <u>Poverty Resistance Food Pantry</u>			
Business Address <u>450 S. Wolcott</u>		City <u>Casper</u>	State <u>WY</u>
Purchaser's Tax ID Number <u>35-2460946</u>		State of Issue <u>WY</u>	Zip Code <u>82601</u>
Country of Issue <u>U.S.A</u>			
If no Tax ID Number	FEIN	Driver's License Number/State Issued ID Number	Foreign diplomat number
Enter one of the following:			
State of Issue: _____		Number _____	
Name of seller from whom you are purchasing, leasing or renting _____			
Seller's address _____		City _____	State _____ Zip code _____

4. **Type of business.** Circle the number that describes your business

- | | |
|---|--|
| 01 Accommodation and food services | 11 Transportation and warehousing |
| 02 Agricultural, forestry, fishing, hunting | 12 Utilities |
| 03 Construction | 13 Wholesale trade |
| 04 Finance and insurance | 14 Business services |
| 05 Information, publishing and communications | 15 Professional services |
| 06 Manufacturing | 16 Education and health-care services |
| 07 Mining | <input checked="" type="radio"/> 17 Nonprofit organization |
| 08 Real estate | 18 Government |
| 09 Rental and leasing | 19 Not a business |
| 10 Retail trade | 20 Other (explain) _____ |

5. **Reason for exemption.** Circle the letter that identifies the reason for the exemption.

- | | |
|---|---|
| A Federal government (department) _____ | H Agricultural production # _____ |
| B State or local government (name) _____ | I Industrial production/manufacturing # _____ |
| C Tribal government (name) _____ | J Direct pay permit # _____ |
| D Foreign diplomat # _____ | K Direct mail # _____ |
| E Charitable organization # _____ | L Other (explain) <u>FOOD BANK</u> |
| F Religious or educational organization # _____ | |
| G Resale # _____ | |

6. **Sign here.** I declare that the information on this certificate is correct and complete to the best of my knowledge and belief.

Signature of Authorized Purchaser <u>Linda Wicklund</u>	Print Name Here <u>Linda Wicklund</u>	Title <u>Mgr</u>	Date <u>2-7-14</u>
--	--	---------------------	-----------------------

8. Funding History:

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)

College Heights Oasis Food and Clothing Pantry

First Church of the Nazarene

Holy Cross Center, Inc (Community Food Bank)

Poverty Resistance Food Pantry

None of the above Food Pantries have received Optional 1% #15 Funds previously.

9. Needs Data:

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)
College Heights Oasis Food and Clothing Pantry
First Church of the Nazarene
Holy Cross Center, Inc (Community Food Bank)
Poverty Resistance Food Pantry

The above Food Banks / Pantries serve a multitude of clients who are in need of help to provide nutritional food for individuals and families. Casper Faith has seen their clients steadily increase in the past 3 years (2012= 9,349 people, 2013= 12,050 people, 2014= 13,467 people) . They provide free choice nutritious food, clothing, and household items. College Heights also has seen an increase in those seeking assistance . First Church of the Nazarene supplies a weeks worth of groceries for families in need. Holy Cross provides a box of food per family, lasting about 7 days, once a month unless needs are determined otherwise. In 2014, they were able to provide 16,000 people with food. Poverty Resistance provided for at least 26,866 children, 39,569 adults, 12,866 seniors, and 5,070 pets in 2014.

While each pantry has different hours, criteria for distribution, they all have the single goal to provide quality food, nutritious food, in a compassionate and understanding manner. The above food banks rely on donations and volunteers to distribute food. With the increasing demand of people in need, each one of us requires updated refrigeration, the ability to move product, the ability to retrieve product, and the proper storage to handle the increase in demands. These funds will help the pantries/food banks to handle those tough times ahead.

Unemployment, underemployment and/or public programs with time constraints find families/individuals unable to meet their needs. With the threats of more layoff, companies closing, oil prices falling, and no jobs availability, the pantries will and have seen an increase in the number of people seeking food to stay off hunger. By providing assistance to feed families/individuals are able to be helped so that no one goes hungry.

See Attached info from individual Food Banks.

Food Pantries City of Casper

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)

4301 Casper Mtn. Rd.

Casper, WY 82601

Contact : Barbara Walters, Director

PO Box 1478

Mills, WY 82644

307-337-8801

waltersbarbara@hotmail.com

College Heights Oasis Food and Clothing Pantry

600 W. 21st Street

Casper, WY 82601

307-244-4104

Contact: Sheri Hoebet

First Church of the Nazarene

2020 S. Jefferson St.

Casper, WY 82601

307-234-9601

Contact: Jeannette Carson, Director Manna Food Pantry

Holy Cross Center, Inc (Community Food Bank)

1030 N. Lincoln

Casper, WY 82601

307-577-1041

holycrosscenter@bresnan.net

Contact: Joseph Haack, Director

Poverty Resistance Food Pantry

450 S. Wolcott

Casper, WY 82601

povresfoodbank@gmail.com

307-253-8955 (Mary Ann Budenske)

Contact: Linda Wicklund

lwicklund@gmail.com

307-267-0704



PROPOSED EXPENDITURES FOR CASPER FAITH FOOD AND CLOTHING PANTRY FOR 2015

Operation/Maintenance Cost Estimates: estimated operating costs and multi-year requirements for maintenance and operation should be minimal. We have volunteers who will maintain and up keep this equipment, on a regular basis.

I don't feel the capital investment maintenance/replacement plan is applicable .

I am enclosing all cost estimates, including names and information from the Vendors.

Funding Timeline: These funds will be needed when ever available. If additional funds are required I am willing to search out funding from other sources, supplementing what is not available from the 1% tax money. There may be a cost escalation anticipated if the project is delayed.

Project Debt disclosure: Our pantry currently does not have any indebtedness.

OTHER DOCUMENTATION Please find our Non-profit tax exempt status information attached.

We have never received any previous optional sales tax money.

We are a non-profit faith based, client choice food and clothing pantry , and rely totally on community donations. We have been helping feed the hungry in Casper for over 20 years. In the last 3 years we, have tripled in size as you can see from our statistics already presented. As we continue to live out our mission to offer wholesome, free choice nutritious food, clothing and household items, haircuts, and encouragement to those who need assistance in our community at no charge, we encourage ecumenical investments as we deepen our impact on our communities future citizens with compassion and understanding. Our pantry offers information about other helping agencies in the community . We partner locally with Food for Thought, Wyoming Food Bank of the Rockies, CWRM Feeding America, Community gardens, Centsible Nutrition, Wyoming 2-1-1, and Volunteer Wyoming, as well as other local food pantries. The benefits are healthier outcomes, with nutritious foods, fresh products and education for balanced life styles.

We are managed by all unpaid volunteers, banking hundreds of hours each month. We as part of the Wyoming community are making investments in our future children as well as those more vulnerable citizens. We believe in making our local economy stronger by keeping the food dollars in Wyoming, thus keeping our local communities enhanced. We are helping to create the will to end hunger.

Our tax ID # 83-0261040 and DUNS # 167593771

Thank You

Director- Barbara Walters

Casper Faith Food & Clothing Pantry

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Our location is at 4301 Casper mt. Road. We need equipment to load and unload case & pallet loads of food, clothing and other items to give away to the community free. We need durable carts for the public to load their items onto to take to vehicle for transport home.

We need hydraulic pallet jacks and heavy duty carts for transporting these case lots and pallets to the storage area to be distributed to the public.

We need protective screens to set up to separate our refrigerators and freezers from the public during other use of the room. We use when we share our distribution site with the church for services thru out the week.

We have no other funding available for this equipment

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The food pantry & clothing pantry at Casper Faith agree to own & maintain the equipment for use in the public setting.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

We serve senior citizens, children and families in the Casper area.

	in 2012	we served	3,041	families	=	9,399	people	with
108,301	# of food.	2013	"	4,237	"	=	12,050	"
114,963	# "							
137,681	# "	2014	"	4,676	"	=	13,467	people

Casper Fair Food & Clothing Pantry

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

I have no other funds available at this time for this project. We will purchase the equipment needed with what ever may be available to us.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

?

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Yes - we serve 66% adults - senior citizens in Casper and 33.9% children in our area. Providing free food, clothing, household items, and encouragement a prayer if requested to our community. That is human services! to the poor and needy.

College Heights Oasis Food and Clothing Pantry

1. \$10,000 a year is budgeted just for food
2. Operating Costs are \$10,000 Food, \$4,000 maintenance,
3. New commercial refrigerators are needed. \$25,000
4. Annual minimum \$15,000 Lifetime \$300,000?
5. Funds are needed immediate for refrigerators
6. No existing debt
7. Non-profit thru the church 83-0232883
8. None received
9. The growing need of the unemployed and underemployed
10. NA

FUNDING & EXPENDITURES:

1) Detailed Budget:

Income YTD May - Dec 2014	\$1,311.01
Budget Line Item Church	\$1,300.00
Expense YTD May - Dec 2014	\$1,382.43
<u>Remaining Budget by Donation</u>	
Income YTD 2013	\$1,940.00
Expense YTD 2013	\$2,428.00

2) Operaton/Maintenance Cost Estimates

All expenses are directly related to purchase of food items from local stores and Rocky Mountain Food Bank
All other expenses are absurbed by our church sponsorship

3) Capital Investment Maintenance / Replacement Plan:

Currently we are using standard refriderators and freezers for food storage. With this grant we would like to purchase one commercial freezer and one commercial refriderator

4) Cost Estimate Substantiation:

5) Funding Timeline

Purchase and instillation would begin upon receipt of grant

6) Project Debt Disclosure

We currently and never have had debt associated with our Manna food pantry

7) Non-Profit Status attached

8) Funding History 1st time
Never applied before

9)Needs Data

See Detailed Budget

This year we have supplied
a weeks worth of groceries
for 1012 people

At Thanksgiving and Christmas
we supplied holiday baskets
for 100 people each holiday

Currently any excess parishables
we deliver weekly to
St Anthony's Manor for the
residence to consume

We are an at need service
provider. Our goal is to help
all who is in need with the
resources we have.

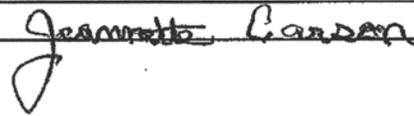
We believe with increased
funding and storage capacity
we can serve more people in need

Prepared by:

Rev. Thomas J Lance



Mrs. Jeanette Carson



Holy Cross Center, Inc.

Community Food Bank
1030 N. Lincoln
Casper WY 82601
307-577-1041
holycrosscenter@bresnan.net



January 22, 2015

Poverty Resistance Food Pantry
Attn: Linda Wicklund
450 S. Wolcott
Casper WY 82601

Dear Linda:

I would like to take this opportunity to say "Thank You" for your hard work in compiling information from area Non-Profits in need of Optional 1% Tax #15 Community Projects funds. Without people like you, our food bank would not be able to serve the average 1500 people per month that we do.

As outlined in your letter, I have provided the following:

1. Detailed Budget
2. Operation and Maintenance Cost Estimates for our Fiscal Year which runs from July 1, 2014 to June 30, 2015.
3. Capital Investment Maintenance/Replacement Plan. We have set aside \$450 for bank fees and services.
4. Cost Estimate Substantiation. The amounts submitted came from our projected budget set for our fiscal year. These amounts were determined by past budgets and voted on by our Board of Directors.
5. Funding Timeline: Not Applicable.
6. Project Debt Disclosure: No Applicable.
7. Non-Profit Tax Exempt Status.

Holy Cross Center, Inc. has never received funds from the Optional 1% tax.

The Holy Cross Center is a nondenominational food relief agency. We provide families and individuals in our community with food. Presently, the center provides a box of food lasting about 7 days. This is done for a family once a month unless needs are determined otherwise. Our constant goal is to promote self-esteem and self-sufficiency to our cliental and to increase the amount of food available to them.

Due to unemployment, underemployment and/or public programs with time constraints, many families are unable to meet their emergency needs. The resulting hunger, or lack of feeding ones family may lead to domestic unrest, malnutrition and illness. Holy Cross Center provides immediate assistance without the burdensome red tape, until individuals can become self-sufficient.

In the year 2014; we were able to help out approximately 16,000 people in our community. Over $\frac{3}{4}$ of our revenue provides staple foods which are purchased.

The Holy Cross Center could not accomplish this without the generosity of the community through cash and grocery donations. Thank you for your consideration in this matter. If further documentation is needed, please feel free to contact our office at 307-577-1041.

Sincerely,

A handwritten signature in cursive script, appearing to read 'J Haack', written in black ink.

Joseph Haack
Director

JH/sm

Enclosures

POVERTY RESISTANCE FOOD PANTRY

450 S. WOLCOTT

307-253-8955

TAX ID: # 35-2460946

povresfoodbank@gmail.com

February 7, 2015

To Whom it May Concern:

Poverty Resistance Food Pantry has been operational for over 25 years providing food to the poor and low income families. In the year 2014, 79,301 children, adults, and seniors were provided with healthy nutritional food. Poverty Resistance is a daily Food Pantry. We are open Monday thru Saturday from 10:00 AM until 6:00 PM. Our hours can accommodate those working to be able to visit our pantry. Poverty Resistance serves a hot noon meal daily. Our clients include the homeless, nearly homeless, single parents, low income families, seniors, working poor, and their pets. We rely strictly on donations to pay our expenses. We also rely on volunteers to keep the store open, unload trucks, stock shelves, clean, maintain equipment, and provide for the noon meal.

In 2014, Poverty Resistance has had 27,703 patrons walk through our door and sign in. With those 27,703 patrons, we have served 26,866 children, 39,569 adults, 12,866 seniors, 1,916 cats and 3,157 dogs. So far in January of 2015, we have served 10,179 total children, adults, seniors, and pets. We are continuously seeing an increase in our numbers of clients served daily, weekly, monthly.

Poverty Resistance is asking for your help to be able to provide safe, wholesome, healthy, nutritional food to disburse to our patrons. We are requesting the following funds:

\$25,000.00 to purchase a refrigerated box truck with a lift gate and a pallet truck/jack.

This will provide us an opportunity to work in conjunction with area businesses to start retrieve food that would otherwise be thrown away. (area resturants, stores, other food businesses)

\$40,000.00 to be distributed over 4 years for upgrading commercial refrigeration, commercial freezers, replacing exisiting units as they wear out. To purchase food items.

Upgrade existing equipment.

Receiving funding will greatly increase what we are able to provide for those patrons what are in need of our services.

Thank-you for your consideration;



Linda Wicklund, Manager

Poverty Resistance Food Pantry

307-267-0704

lgwicklund@gmail.com

POVERT RESISTANCE FOOD PANTRY
YEARLY 2014 CLIENTS SERVED

FOR THE Year OF:	2014	Year			2014 SIGN IN SHEETS						
DATE	SIGN INS	CHILD	ADULTS	SENIORS	CAT FOOD	CAT LITTR	DOG FOOD				
JANUARY	2492	2515	3589	1008						7112	
FEBRUARY	924	898	1285	560						2743	
MARCH	1797	1656	2524	1232						5412	
APRIL	1730	1394	2449	853						4696	
MAY	1467	1527	2074	681		2	1			4285	
JUNE	2337	2349	3405	1291	97	18	181			7341	
JULY	2669	2594	3556	1365	255	39	435			8244	
AUGUST	2861	2522	3949	1382	294	73	472			8692	
SEPTEMBER	3184	3072	4663	1357	376	71	604			10143	
OCTOBER	3163	3317	4579	1263	365	77	650			10251	
NOVEMBER	2105	1884	2879	863	206	57	348			6237	
DECEMBER	2974	3138	4617	1011	323	59	466			9614	
Totals	27703	26866	39569	12866	1916	396	3157			84770	
										84770	
		(Total minus pet supplies)								79301	

10. Preliminary Design Documents:

Casper Faith Assembly of God Church (Casper Faith Food & Clothing Pantry)

College Heights Oasis Food and Clothing Pantry

First Church of the Nazarene

Holy Cross Center, Inc (Community Food Bank)

Poverty Resistance Food Pantry

Not applicable or available.



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date 2/5/15

Total Amount of Optional 1% Sales Tax Funds Requested \$ 161,652.00

PROJECT DESCRIPTION

Project Name: Sally's Kitchen

Name and Address of Sponsoring Organization/Agency: The Salvation Army, A California Corporation, physically located at 441 S Center St., Casper Wyoming 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Captains Mark and Kathy Merritt, PO Box 2948, 441 S. Center St., Casper Wyoming 82601

307-234-2002, email: Kathy.merritt@usw.salvationarmy.org

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Each day of the week, Monday through Friday, The Salvation Army serves hundreds of meals to low income families, Senior Citizens on fixed incomes, teens, and homeless people. We have done this consistently for years. We currently use our Emergency Disaster Canteen, which is parked outside our back door and many crock pots and roasters strategically placed within the dining room to perform this task. Our dish washing station is hundreds of feet away, through and in the back of the warehouse which is far from the serving area and there is very little place to prep food items. However, because of the need, we make meals happen and our make shift 'kitchen' is indeed certified by the health department. We currently serve approximately 100 meals per day.

We would like to make a drastic change in this area of service by creating a commercial kitchen on the lower level of our "Hope Center" building right beside the dining room where clients enjoy their nutritious meal. In this area we envision an open dining room filled with nice tables in a completely open room with a solid floor surface that allows for easy clean up. Located to the side of this dining room we envision combining 3 current office spaces into one very large room that would house the commercial kitchen. The commercial kitchen would include a commercial stove, dishwasher, and refrigerator unit. There would also be a serving window with a serving line open to the dining room where clients would receive their trays, silverware, and drinks.

To make this happen we have secured bids from several different local contractors and builders in the Casper area (all of which are attached) and have come up with what we believe to be a very feasible and affordable plan. This project will require the tearing down of walls, removal of carpet, laying of new flooring, painting new walls, preparing of electrical and plumbing in the new commercial kitchen area, purchasing of appliances and work spaces and installing oven venting.

This project has not been started to date because of the lack of construction funding. We have the funds in place by current donors, our own Thrift Store proceeds and a grant from the United Way that pay for the food, supplies and staff. We just need to build the commercial kitchen. Operating costs will not be significantly higher than they are currently so we should see no additional increase in expenses going forward.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

At the completion of this project all contents, upgrades and building improvements will be completely and wholly owned by The Salvation Army.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

Currently, five days each week we serve the homeless, low-income families, teens, and senior citizens who are in need of a hot nutritious meal. For the past four years we have averaged 100 meals per day and have an expectation of increase in 2015 due to layoffs and wage/hour reductions in the most recent past and near future. Because of this need, we will begin serving two meals per day once the kitchen is built. At that time our service numbers will easily double to 300 per day as we are currently the only food source for complete hot meals in this area. We feel that serving over 50,000 hot meals per year warrants the use of a full and complete commercial kitchen.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

We have funding in place to operate this commercial kitchen each year and we have the staff to operate it however, we do not have funds to build the kitchen. If the optional 1% sales tax funding is not available at all the project will not go forward. If the money is not available in the amount requested we would need to rethink the plan and determine if anything could be taken away from it. It seems however, that this plan would only work in its entirety in order to be efficient and useful.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

This project will easily be completed in one phase and will not need additional years of funding from the 1% Optional Sales Tax fund. We have funding in place to operate this program annually.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Yes, this answers a human need in this community that is unmet by anyone else. The Salvation Army serves hot nutritious meals to the less fortunate which is one of the most basic of human needs.



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: Sally's Kitchen

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$ 161,652.00	\$ 0.00	\$ 0.00	\$ 0.00
Grants:				
Private	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Federal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
State	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
*Donations (cash)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
*Donations (in-kind) – See Note	\$ unknown	\$ 0.00	\$ 0.00	\$ 0.00
Project Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
**Loans	\$ 0.00_____	\$ 0.00_____	\$ 0.00_____	\$ 0.00_____
TOTAL FUNDING AVAILABLE	\$ 161,652.00_	\$ _____	\$ _____	\$ _____

Note: Donations in Kind – Though none have a line item for In Kind donations, all bids were given with our non-profit status in mind and good pricing exists throughout all pricing.

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

All bids were received from outside third parties who visited the Hope Center, scoped the remodel and put forth a realistic bid. All bid copies and design plans are attached to this funding request.

Engineering/Architectural Fees (Design/Construction Administration)	\$ 13,663.00	_____
• Contingency	\$ 1,366.00	_____
Land Costs	\$ 0.00	_____
Construction Costs (Labor and Materials)	\$ 35,057.00	_____
• Contingency (+10%)	\$ 3,505.00	_____
Furnishings	\$	_____
Equipment Acquisition	\$ 108,061.00	_____
TOTAL	\$ 161,652.00	=====

Estimated Annual Operating/Maintenance Costs \$ 61,681.00 _____

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

We have funding in place for the operation of this project. We already serve approximately 100 hot meals per day. We will continue to do this as we continue to ask Casper citizens and business to come alongside The Salvation Army to provide this much needed service to our less fortunate citizens. The utilities of \$19,504.72 pr. yr. should not increase significantly. The P/T cook (\$8 pr. Hr.), including all taxes and benefits, at \$15,055.66 and janitorial service at \$60.00 per week should not increase significantly and are in our current budget; funded through general donor support and proceeds from our Thrift store on Yellowstone. Food and kitchen supplies (\$2,000 pr mo. budget) are purchased with United Way funding and purchased through the Wyoming Food Bank of the Rockies and general food donations are also received on a consistent basis from citizens and the Food Bank of the rockies.



DOING THE MOST GOOD

Founded in 1865

William Booth
Founder

Andre' Cox
General

Jim Knaggs
Territorial Commander

Daniel Starrett
Divisional Commander

Mark & Kathy
Merritt
Casper Corps Officers

The Salvation Army

Casper Wyoming – Serving Casper since 1916

RECEIVED
FEB 05 2015

February 5, 2015

City Manager's Office
To Whom it may concern,

The Salvation Army located in Casper humbly requests review of the attached documents; Application for the Optional 1% #15 Sales Tax - Community Project

The Salvation Army is a non-profit entity and has tax exempt status under the 501 C (3) law. A copy of that record is attached.

We have not applied for these funds in the past. We need to apply for the funds now in order to continue to adequately answer a need of the community; Hot meals. We are hopeful to have this project completed by Thanksgiving 2015 – so funding by this spring would be advantageous to meet that deadline. A Thanksgiving Open House would be an ideal way to say thank you to this board and the citizens of Casper!

We have supplied all requested documents and budgets with narratives. If there are further questions that we can answer, please do not hesitate to contact us.

Thank you for offering this opportunity to better serve our community!

Sincerely,

Captain Mark & Kathy Merritt
The Salvation Army
Casper Corps
PO Box 2948
441 S Center St
Casper, WY 82601

Mark.merritt@usw.salvationarmy.org
Kathy.merritt@usw.salvationamry.org

Partnering with:



441 S Center St. ♦ Casper, Wyoming ♦ Tel: (307) 234-2002 ♦ Fax: (307) 234-2725

United Way of Natrona County



TAX EXEMPT AND
GOVERNMENT ENTITIES
DIVISION

DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
WASHINGTON, D.C. 20224

Date: JUN 22 2011

The Salvation Army
180 East Ocean Boulevard, 9th Floor
Long Beach, CA 90802

Employer Identification Number:
94-1156347
Person to Contact and ID Number:
Stephen B. Farson, Esq.
ID# 0221498
Toll Free Contact Number:
(877) 829-5500
Accounting Period Ending:
September 30
Public Charity Status:
509(a)(1) & 170(b)(1)(A)(i)
Form 990/990-EZ/990-N Required:
No
Effective Date of Exemption:
October 19, 1914
Contribution Deductibility:
Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

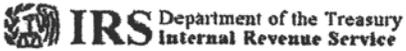
Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed *Compliance Guide for 501(c)(3) Public Charities* for some helpful information about your responsibilities as an exempt organization.

Sincerely,


for: Lois G. Lerner
Director, Exempt Organizations

Enclosure: Pub. 4221-PC, *Compliance Guide for 501(c)(3) Public Charities*



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248459775
Feb. 26, 2010 LTR 4206C E0
94-1156347 000000 00

00017238
BODC: TE

THE SALVATION ARMY
TERRITORIAL HEADQUARTERS
% MICHAEL J WOODRUFF
180 E OCEAN BLVD
LONG BEACH CA 90802-4709

026725

Employer Identification Number: 94-1156347
Person to Contact: MISS CSINSI
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your Feb. 17, 2010, request for information regarding your tax-exempt status. You have represented that you are a component part of the Salvation Army.

By a ruling dated June 1933, National Headquarters of the Salvation Army was held to be exempt from Federal income tax under section 103(6) of the Internal Revenue Act of 1932, which now corresponds to section 501(c)(3) of the Internal Revenue Code. Even though the organization was issued an individual ruling, the exemption letter covers all component units.

By a ruling dated April 1972, the National Headquarters of the Salvation Army and its component units were classified as those which are not a private foundation within the meaning of section 509(a) of the Code because they are described in sections 509(a)(1) and 170(b)(1)(A)(i).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to them or for their use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I



Class I Construction
 594 S. 4th Ave
 Mills, Wy. 82604
 Tel.: 307-265-1669
 Fax: 307-265-1669

Estimate
7

CUSTOMER ORDER NO.	DATE	PAGE
S.A.	5/7/2013	1

TO:
Salvation Army 441 S. Center Casper, WY 82601

ITEM	DESCRIPTION	AMOUNT
	Phase Two: Entry Level, New Commercial Kitchen, Pantry, Cafeteria/Shelter, Offices, Entry.	
	Building & Design: New Commercial Kitchen and Appliances.	\$108,061.00
	Carpet Creations: Flooring, Carpet, Vinyl.	\$16,303.15
	Enviro Engineering: Asbestos Abatement.	\$9,785.00
	Century Environmental Hygiene LLC. Three Containments, Air Monitor Clearance	\$1,469.00
	Pinnacle Paint: Entry Level Paint	\$7,500.00
	Class I Construction: General Contractor	\$9,100.00
	Bid & Performance Bond: (Bid bond is required to be paid in full when the estimate is approved)	\$4,563.54

COMMENTS
Pay Schedule: One half of line item estimate plus bid bond on approval (\$80,672.62). On approval of final inspection at completion,(\$76,109.08).

Total
\$156,781.69

SIGNATURE	DATE

**CONTRACTORS' BOARD OF LICENSES AND APPEALS
CITY OF CASPER, WYOMING**

THE CITY OF CASPER, hereby grants the LICENSEE named hereon, permission to carry on the
business of GENERAL I
Contractor in the City of Casper, Wyoming.

License Expires:

12/31/2013

NAME OF COMPANY:

CLASS I CONSTRUCTION

SKUROK, RONALD A.

LICENSE NO: 18

GOOD ONLY WHEN SIGNED BY THE AUTHORIZED DESIGNEE:

Ronald A. Skurok

**CONTRACTORS' BOARD OF LICENSES AND APPEALS
CITY OF CASPER, WYOMING**

THE CITY OF CASPER, hereby grants the LICENSEE named hereon, permission to carry on the
business of GENERAL I
Contractor in the City of Casper, Wyoming.

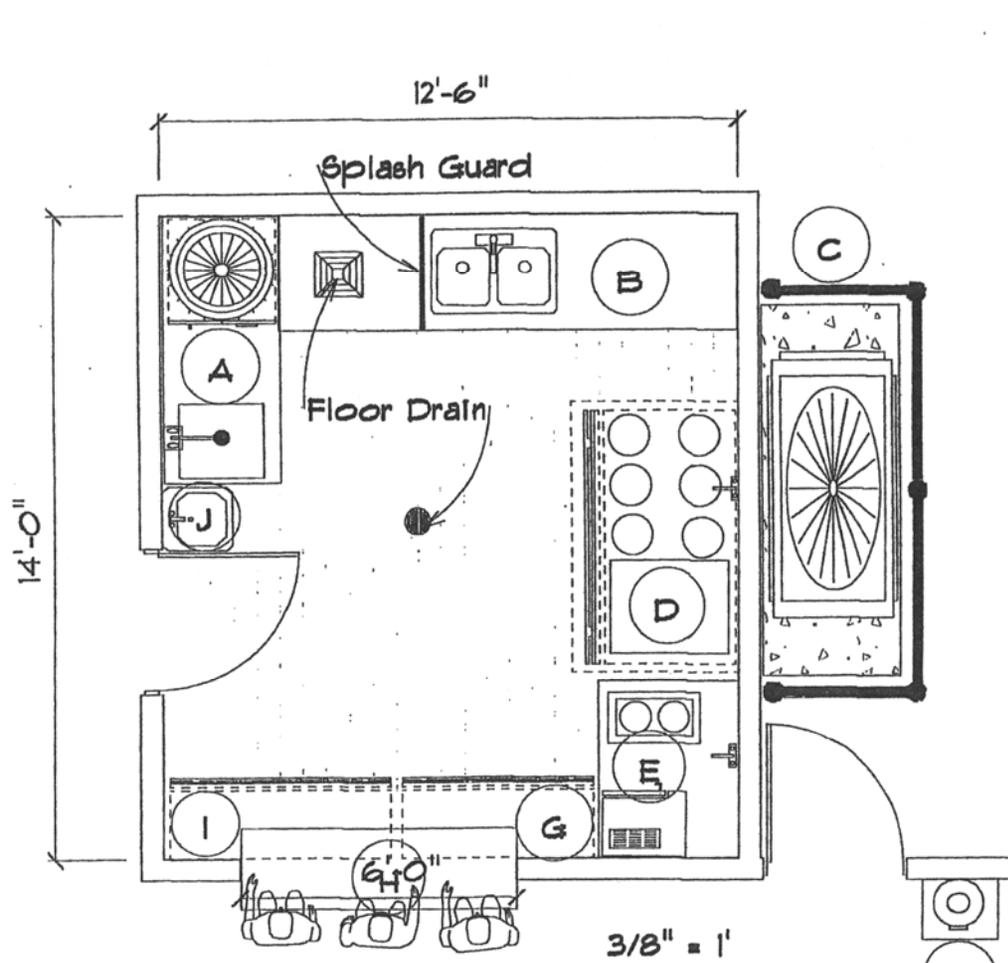
License Expires: 12/31/2013

NAME OF COMPANY: CLASS I CONSTRUCTION SKUROK, RONALD A.

LICENSE NO: 18

GOOD ONLY WHEN SIGNED BY THE AUTHORIZED DESIGNEE:

Ronald A. Skurok



- (A) Dish Station & Washer
- (B) Prep Sink & Station
- (C) Make-Up Air Unit
- (D) Six Burners, Flat top & Two Ovens
- (E) Steamer & Wall Mount Microwave
- (F) Commercial Coffee Maker
- (G) Set Up & Hot Storage
- (H) 6' Service Counter & Roll Up Door
- (I) Set Up & Cold Storage
- (J) Hand Sink

* 58-12 Salvation Army Building & Design Inc.
 441 S. Center Kitchen # 3
 Casper, WY 82604 By: Tony

CMA Dishmachines

E-AH

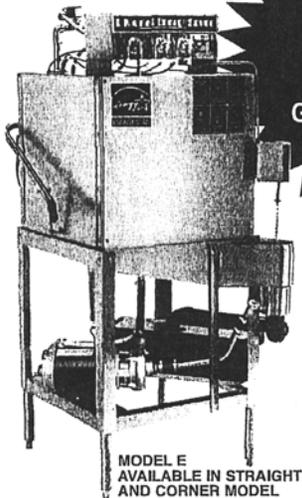
Item#:A-2



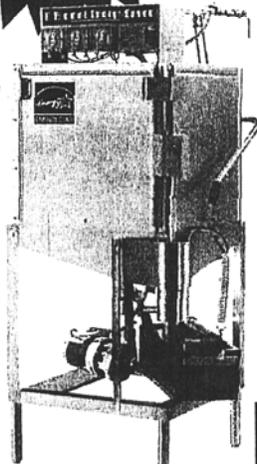
MODEL E ENERGY SAVER

LOW WATER
MACHINES

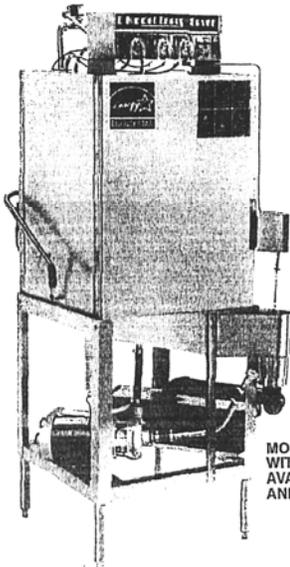
USES ONLY
.93
Gallons Of Water
Per Cycle!



MODEL E
AVAILABLE IN STRAIGHT
AND CORNER MODEL



MODEL E-3
(3 DOORS OPEN)
AVAILABLE IN STRAIGHT
AND CORNER MODEL



MODEL E EXT
WITH 20-1/2" DOOR OPENING
AVAILABLE IN STRAIGHT
AND CORNER MODEL

FEATURES AND FACTS:

- Energy Star Qualified.
- 40 racks / 160 covers per hour.
- Economical to operate. Uses only .93 gallons of water per cycle.
- All stainless steel construction assures long life and years of trouble free operation.
- Unique spray arm system features upper and lower stainless steel wash arms with reinforced end caps.
- Top mounted controls include built-in chemical pumps and deliming system for dealing with scale.
- Auto start/stop makes operation safe and easy.
- New integrated scrap tray prevents food soil from entering drain system.
- Airgap fill system.

CONVERTIBLE CORNER TO STRAIGHT AND STRAIGHT TO CORNER.

Available Options

- Sanitizer Alarm
- Alternative cycle times
- Pull Pins
- Stainless Steel Scrap Trap Up Grade
- CMA Temp-Sure (Self Contained 12 kW Heater)
- 3 Doors open
- Extended (Tall) version



CMA Dishmachines

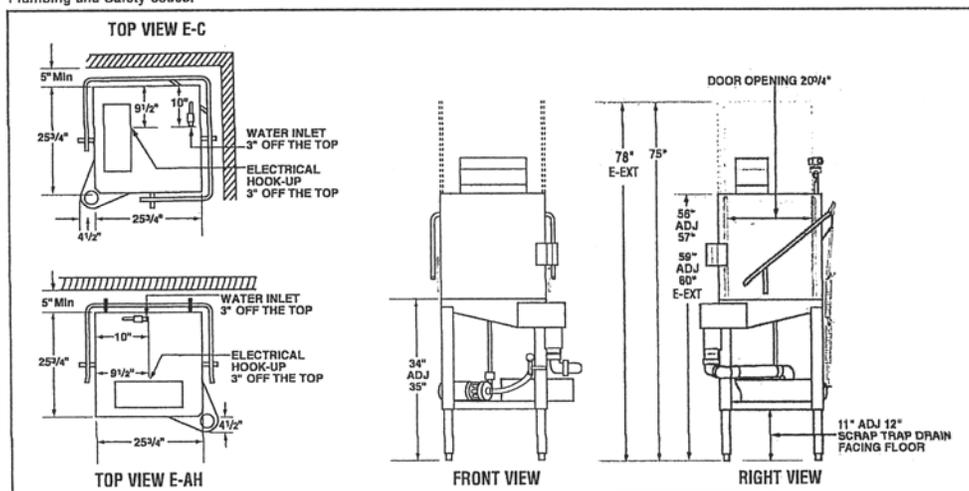
E-AH

Item#-A-2



MODEL E ENERGY SAVER
LOW WATER MACHINES

WARNING: Plumbing connections must be made by a qualified service company who will comply with all available Federal, State, and Local Health, Plumbing and Safety codes.



Specifications:

MODEL E/E-3/E-EXT	USA	METRIC	USA	METRIC
OPERATING CAPACITY RACKS PER HOUR (NSF RATED)	40	40	WASH PUMP MOTORS HP	1
OPERATING CYCLE			DIMENSIONS	
WASH TIME-SEC	45	45	DEPTH	25-3/4" (65.4cm)
RINSE TIME-SEC	30	30	WIDTH	25-3/4" (65.4cm)
DWELL TIME-SEC	15	15	HEIGHT	56"-57" (142.2cm-144.8cm) E-EXT 59"-60" (150cm-152cm)
TOTAL CYCLE TIME	90	90	STANDARD TABLE HEIGHT	34" (86cm)
PUMP CAPACITY	52 GPM	(197 LPM)	MAXIMUM CLEARANCE FOR DISHES	17" (43cm) E-EXT 20-1/2" (52cm)
OPERATING TEMPERATURE			STANDARD DISHRACK DIMENSIONS	1 19-3/4"x19-3/4" (50X50cm)
REQUIRED	120°F	(49°C)	ELECTRICAL RATING	VOLTS 115
RECOMMENDED	140°F	(60°C)		AMPS 16
WATER CONSUMPTION PER RACK PER HOUR	.93 GAL. 37 GPH	(3.53 L) (139 LPH)	SHIPPING WEIGHT APPROXIMATE	218# E-EXT L 260#
WATER REQUIREMENTS				(98.7kg) (117.8kg)
WATER INLET	1/2"	(1.27cm)		
DRAIN-I.P.S.	2"	(5.1cm)		

Summary Specifications: Model E/E-3/E-EXT

CMA Energy Mizer model E/E-3/E-EXT(Extended 20-1/2" door opening) low temperature, chemical sanitizing commercial dishwashers meet ETL, UL, and CUL sanitation and construction standards WITHOUT the use of BOOSTER or TANK HEATERS. The model E/E-3/E-EXT is constructed entirely of stainless steel. Each unit automatically washes, rinses and sanitizes utensils in standard 19-3/4"x19-3/4" racks. Units come with standard upper and lower stainless steel wash arms.



Advance Tabco

DTS-S60-36L-X

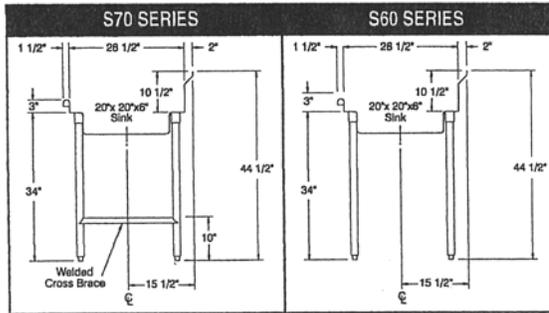
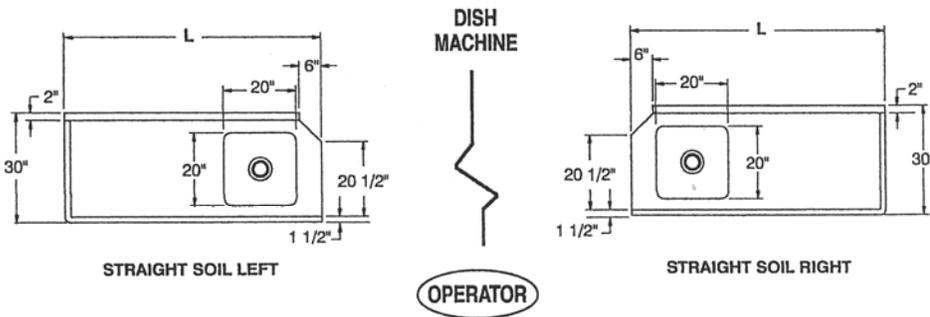
Item#:I-1

DIMENSIONS and SPECIFICATIONS

TOL ± .500"

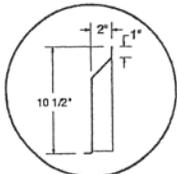
ALL DIMENSIONS ARE TYPICAL

SEE DISH MACHINE COMPATIBILITY CHART TO ENSURE PROPER FIT
 DISH MACHINE COMPATIBILITY CHART CAN BE FOUND IN BACK OF THE SECTION "P" INDEX



CUSTOMIZE YOUR OWN SYSTEM
 by Ordering Optional Accessories from our
PRODUCT & PRICE GUIDE

Splash Detail



Description	S70 SERIES STANDARD	S60 SERIES SUPER SAVER
Material	16 Ga. 304 Series	16 Ga. 304 Series
1 5/8" Dia. Legs	Stainless Steel	Galvanized
Gussets	Stainless Steel	Stainless Steel
Bullet Feet (1" adj.)	Stainless Steel	Plastic
Cross Bracing	Welded	Optional
Prerinse Bowl Depth	5"	5"
Prerinse Basket	Optional	Optional



ADVANCE TABCO is constantly engaged in a program of improving our products. Therefore, we reserve the right to change specifications without prior notice.

T & S Brass

B-0133-B

Item#:I-1



T&S BRASS AND BRONZE WORKS, INC.

2 Saddleback Cove / P.O. Box 1088
Travelers Rest, SC 29690



REG. #A2201
SQ #F001

Model No.

B-0133-B

Item No.

Travelers Rest, SC: 800-476-4103 Simi Valley, CA: 800-423-0150 Fax: 864-834-3518 www.tsbrass.com

This Space for Architect/Engineer Approval

Job Name _____ Date _____

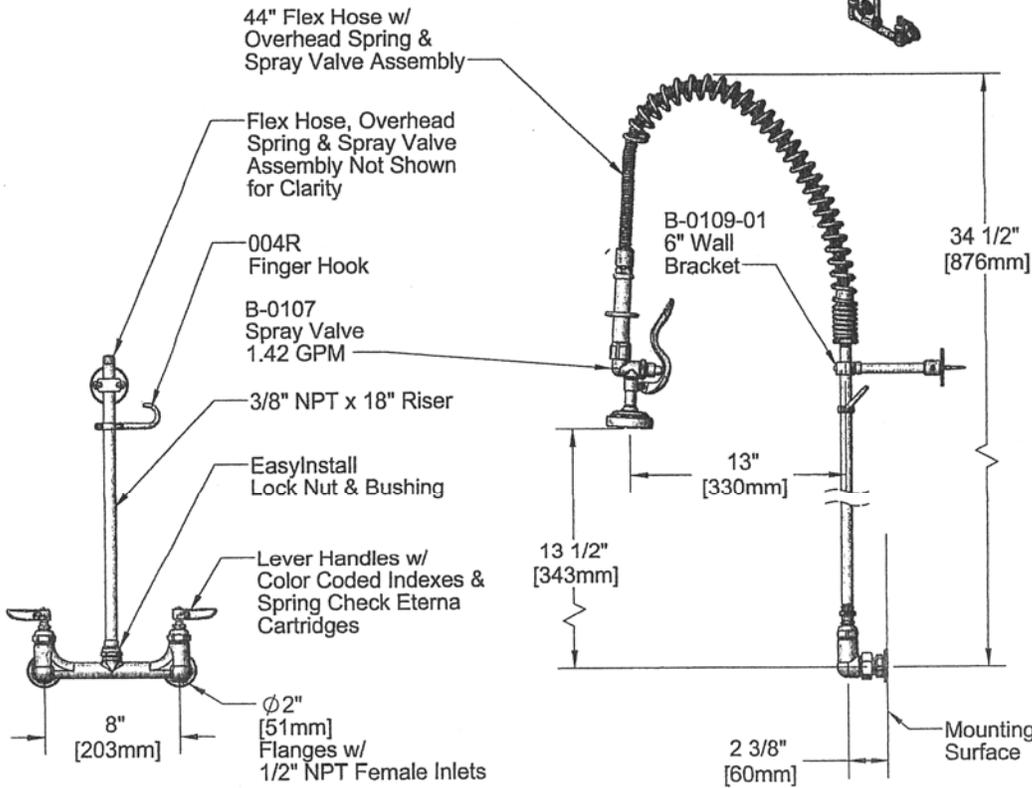
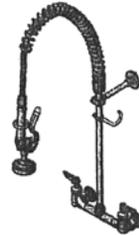
Model Specified _____ Quantity _____

Customer/Wholesaler _____

Contractor _____

Architect/Engineer _____

EPAct 2005 Compliant



Product Specifications:

EasyInstall Pre-Rinse Unit:
8" c/c Wall Mount Mixing Faucet, 1/2" NPT Female Inlets,
18" Riser, Overhead Spring, 44" Flex Hose, B-0107 Spray Valve
& Bracket

Drawn KJG	Checked DHL	Approved JHB
--------------	----------------	-----------------

Scale: 1:8	Date: 10/22/08
---------------	-------------------

T & S Brass

B-0133-B

Item#:I-1



T&S BRASS AND BRONZE WORKS, INC.

2 Saddleback Cove / P.O. Box 1088
Travelers Rest, SC 29690



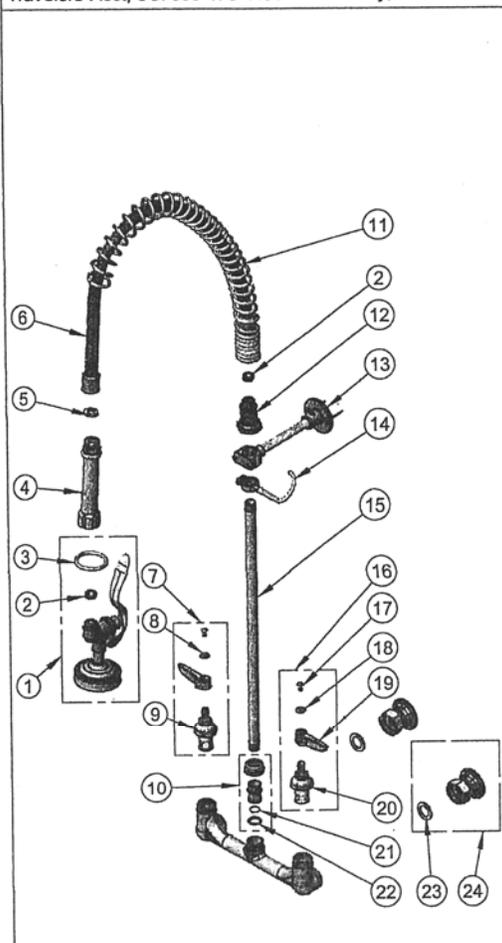
REG. #A3601
ISO #9001

Model No.

B-0133-B

Item No.

Travelers Rest, SC: 800-476-4103 Simi Valley, CA: 800-423-0150 Fax: 864-834-3518 www.tsbrass.com



ITEM NO.	SALES NO.	DESCRIPTION
1	B-0107	Spray Valve Asm
2	010476-45	#27 Washer
3	000907-45	Spray Valve Hold Down Ring
4	002987-40	Grip Handle Assembly
5	001014-45	Washer, B-0100 Hose Barrel
6	B-0044-H2A	44" Flex Hose Assembly, Less Handle
7	002712-40	Hot Eterna Spindle Assembly w/ Spring Check, Handle, Index & Screw
8	001661-45	Red Index-HW
9	012443-40	Hot Eterna Spindle Assembly w/ Spring Check
10	EZ-K	EasyInstall Kit: Bushing, O-Ring, Lock Washer & Loctite 222
11	000888-45	EasyInstall Overhead Spring
12	000821-40	Spring Body
13	B-0109-01	6" Wall Bracket Assembly
14	004R	Finger Hook Assembly
15	000369-40	3/8" NPT x 18" Long Riser
16	002711-40	Cold Eterna Spindle Assembly w/ Spring Check, Handle, Index & Screw
17	000922-45	Lever Handle Screw
18	001660-45	Blue Index-CW
19	001638-45	Lever Handle
20	012442-40	Cold Eterna Spindle Assembly w/ Spring Check
21	001065-45	O-Ring
22	014200-45	Star Washer, Anti-Rotation
23	001019-45	Coupling Nut Washer
24	00AA	Flange Assembly

Product Specifications:

EasyInstall Pre-Rinse Unit:
8" c/c Wall Mount Mixing Faucet, 1/2" NPT Female Inlets,
18" Riser, Overhead Spring, 44" Flex Hose, B-0107 Spray Valve
& Bracket

Drawn	Checked	Approved
KJG	DHL	JHB

Scale:	Date:
NTS	10/22/08

Advance Tabco

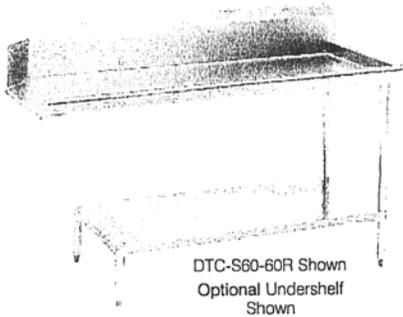
DTC-S60-60R

Item#:J



**STAINLESS STEEL
DISHTABLES
CLEAN STRAIGHT**

NEW Tile Edge Design 



DTC-S60-60R Shown
Optional Undershelf
Shown

**Optional Stainless Steel
UNDERSHELF
Die Cast LEG CLAMP**
secured to shelf eliminates
unsightly nuts & bolts



**10-1/2" EXTRA LARGE
Bold Looking Backsplash
with 2" return and tile edge**



Item #: _____ **Qty #:** _____
Model #: _____
Project #: _____

Spec-Line: 14 ga. 304 Series Stainless Steel Top.
16 ga. 304 Stainless Steel Legs Stainless Steel Legs
with Welded Cross Bracing & Stainless Steel Bullet Feet.

UPGRADED!
Standard: 16 ga. 304 Series Stainless Steel Top.
16 ga. 304 Stainless Steel Legs Stainless Steel Legs
with Welded Cross Bracing & Stainless Steel Bullet Feet.

Super Saver: 16 ga. 304 Series Stainless Steel Top.
Galvanized Legs with Plastic Bullet Feet.

FEATURES:

Tile edge for ease of installation.
Dishtable system consists of SOIL and CLEAN sections.
Table is furnished with 10-1/2" splash with a 2" return.

CONSTRUCTION:

All TIG welded.
Welded areas blended to match adjacent surfaces and to a satin finish.
Stainless Steel Gussets welded to a stainless steel support channel.

ACCESSORIES	Model #	Qty
Faucet		
Wall Shelf		
Undershelf		

14 Gauge 304 16 Ga. Stainless Steel Legs	16 Gauge 304 Stainless Steel Legs	16 Gauge 304 Galvanized Legs
---	--------------------------------------	---------------------------------

Nominal Size	"L"	SPEC-LINE	STANDARD	SUPER SAVER	Approx. Wt.
2 Ft.	23"	DTC-S30-24L or R	DTC-S70-24L or R	DTC-S60-24L or R	35 lbs.
3 Ft.	35"	DTC-S30-36L or R	DTC-S70-36L or R	DTC-S60-36L or R	45 lbs.
4 Ft.	47"	DTC-S30-48L or R	DTC-S70-48L or R	DTC-S60-48L or R	60 lbs.
5 Ft.	59"	DTC-S30-60L or R	DTC-S70-60L or R	DTC-S60-60L or R	70 lbs.
6 Ft.	71"	DTC-S30-72L or R	DTC-S70-72L or R	DTC-S60-72L or R	85 lbs.
7 Ft.	83"	DTC-S30-84L or R	DTC-S70-84L or R	DTC-S60-84L or R	100 lbs.
8 Ft.	95"	DTC-S30-96L or R	DTC-S70-96L or R	DTC-S60-96L or R	110 lbs.
9 Ft.	107"	DTC-S30-108L or R	DTC-S70-108L or R	DTC-S60-108L or R	225 lbs.
10 Ft.	119"	DTC-S30-120L or R	DTC-S70-120L or R	DTC-S60-120L or R	250 lbs.
12 Ft.	143"	DTC-S30-144L or R	DTC-S70-144L or R	DTC-S60-144L or R	260 lbs.

Nominal sizing on all
dishtables for ease of
installation.



Customer Service Available To Assist You **1-800-645-3166** 8:30 am - 8:00 pm E.S.T.
Email Orders To: customer@advancetabco.com. For Smart Fabrication™ Quotes, Email To: smartfab@advancetabco.com or Fax To: 631-586-2933

NEW YORK
Fax: (631) 242-6900

GEORGIA
Fax: (770) 775-5625

TEXAS
Fax: (972) 932-4795

NEVADA
Fax: (775) 972-1578

Advance Tabco

DTC-S60-60R

Item#:J

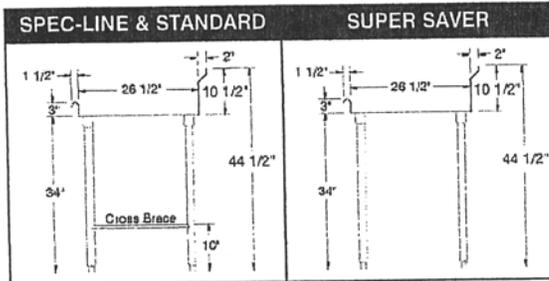
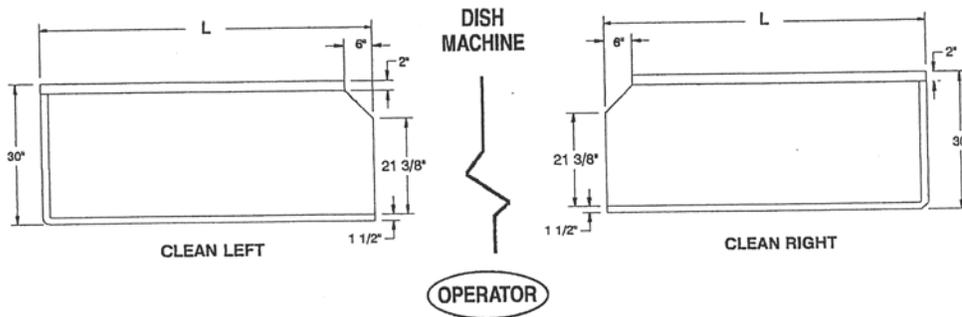
DIMENSIONS and SPECIFICATIONS

TOL ± .500"

ALL DIMENSIONS ARE TYPICAL

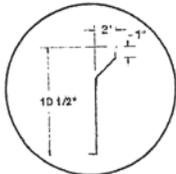
SEE DISH MACHINE COMPATIBILITY CHART TO ENSURE PROPER FIT

Dish Machine Compatibility Chart can be found on our website at www.advancetabco.com under "Product Support"



*CUSTOMIZE YOUR OWN SYSTEM
by Ordering Optional Accessories from our
PRODUCT & PRICE GUIDE*

Splash Detail



Description	SPEC-LINE	STANDARD	SUPER SAVER
Material	14 Ga. 304 Series	16 Ga. 304 Series	16 Ga. 304 Series
1 5/8" Dia. Legs	Stainless Steel	Stainless Steel	Galvanized
Gussets	Stainless Steel	Stainless Steel	Stainless Steel
Bullet Feet (1" adj.)	Stainless Steel	Stainless Steel	Plastic
Cross Bracing	Welded	Welded	Optional



ADVANCE TABCO is constantly engaged in a program of improving our products. Therefore, we reserve the right to change specifications without prior notice.

T & S Brass

B-0212

Item#:D



T&S BRASS AND BRONZE WORKS, INC.
2 SADDLEBACK COVE / P.O. BOX 1088 / TRAVELERS REST, SC 29690
PHONE 800-476-4103 FAX 803- 834-3518

Model No.

B-0212

Item No.:

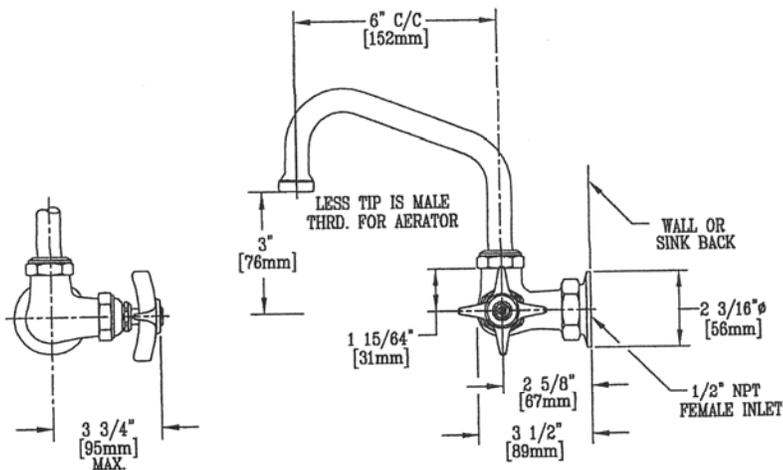
Job Name:

Architect/Engineer Approval:

Notes:



ADA COMPLIANT



NOTES :

1. SPECIFY COLD OR HOT INDEX FOR HANDLE
IF NOT SPECIFIED, COLD IS FURNISHED.
2. ALSO AVAILABLE WITH B-199-1 NON-SPLASH AERATOR.
3. NOZZLE SWINGS 360°

Product Description:

SINGLE SINK FAUCET
WITH 6" SWING NOZZLE

Drawn:

MCW

Checked

SCM

Scale:

3"=1'

Approved

CA

Date:

8-8-95

Southbend

S60DD-2GR

Item#:D

Project: _____

Item #: _____

Date: _____



S-SERIES RESTAURANT RANGE

S60DD-2G/T - 6 Burners, 24" Griddle, 2 Standard Ovens

S60AA-2G/T - 6 Burners, 24" Griddle, 2 Convection Ovens

S60AD-2G/T - 6 Burners, 24" Griddle, 1 Convection Oven, 1 Standard Oven

S60DC-2G/T - 6 Burners, 24" Griddle, 1 Standard Oven, 1 Cabinet

S60AC-2G/T - 6 Burners, 24" Griddle, 1 Convection Oven, 1 Cabinet

S60CC-2G/T - 6 Burners, 24" Griddle, 2 Cabinets

S60DD-3G/T - 4 Burners, 36" Griddle, 2 Standard Ovens

S60AA-3G/T - 4 Burners, 36" Griddle, 2 Convection Ovens

S60AD-3G/T - 4 Burners, 36" Griddle, 1 Convection Oven, 1 Standard Oven

S60DC-3G/T - 4 Burners, 36" Griddle, 1 Standard Oven, 1 Cabinet

S60AC-3G/T - 4 Burners, 36" Griddle, 1 Convection Oven, 1 Cabinet

S60CC-3G/T - 4 Burners, 36" Griddle, 2 Cabinets

S60DD-4G/T - 2 Burners, 48" Griddle, 2 Standard Ovens

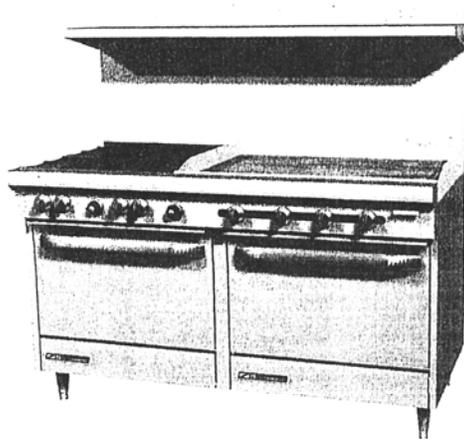
S60AA-4G/T - 2 Burners, 48" Griddle, 2 Convection Ovens

S60AD-4G/T - 2 Burners, 48" Griddle, 1 Convection Oven, 1 Standard Oven

S60DC-4G/T - 2 Burners, 48" Griddle, 1 Standard Oven, 1 Cabinet

S60AC-4G/T - 2 Burners, 48" Griddle, 1 Convection Oven, 1 Cabinet

S60CC-4G/T - 2 Burners, 48" Griddle, 2 Cabinets



(S60DD-3GR shown)



Southbend is a leader in the commercial cooking industry. Since 1898 Southbend has been dedicated to providing the highest quality and most innovative cooking equipment to customers in all facets of the food service industry. Customers choose Southbend due to the reliable performance, endless versatility and pricing value of their equipment. Southbend products are engineered to perform and built to last.

STANDARD EXTERIOR FEATURES

- 60-3/4" wide open top with stainless steel front, sides and removable shelf.
- 28,000 BTU NAT (24,000 BTU LP) PATENTED, one-piece cast iron, non-clog burners with Lifetime Warranty.
- Smooth, polished 1/2" steel griddle plate with raised sides available in 24", 36" or 48" [available manual or thermostatic, on the left (L) or right (R)].
- 4" Stainless steel front rail with closed, welded end caps.
- Individual, removable cast iron grate tops (rear holds up to 14" stock pot).
- Two (2) removable, one-piece crumb drawers under burners.
- Metal knobs w/ red stripe.
- Hinged, lower valve panel.
- Quadrant spring doors with heat resistant, ergonomic, chrome handle.
- 6" stainless steel, adjustable legs.
- Factory installed pressure regulator.

STANDARD OVEN FEATURES (D)

- 35,000 BTU standard oven with snap action thermostat adjustable for 175°F to 550°F.
- U-shaped heavy duty oven burner.
- Equipped with flame failure safety device.
- Large 26" wide X 26-1/2" deep oven with all oven cavity parts enameled.
- Four sides and top of oven Insulated with heavy, self-supporting block type rock wool with oven baffle assembly.
- 2-position rack guides with one removable rack.

CONVECTION OVEN FEATURES (A)

- 35,000 BTU standard oven with snap action thermostat adjustable for 175°F to 550°F.
- U-shaped heavy duty oven burner.
- Equipped with flame failure safety device.
- Large 26" wide X 26-1/2" deep oven with all oven cavity parts enameled.
- Four sides and top of oven insulated with heavy, self-supporting block type rock wool with oven baffle assembly.
- 1/2 hp, 1710 rpm, 60 cycle, 115V AC high efficiency, permanent split phase motor.
- On/Off switch to allow CO base to operate as a standard oven.
- 5-position rack guides with two removable racks.

CABINET BASE FEATURES (C)

- Aluminized cabinet base. Optional no-charge doors that open from the center available.



1100 Old Honeycutt Road, Fuquay-Varina, NC 27526
Phone: (919)-762-1000 • Fax: (800)-910-9915 • URL: www.southbendnc.com

Models: S60DD-3G/T S60AA-3G/T S60AD-3G/T S60DC-3G/T S60AC-3G/T S60CC-3G/T
 S60DD-4G/T S60AA-4G/T S60AD-4G/T S60DC-4G/T S60AC-4G/T S60CC-4G/T



Dimensions - in (mm)

Model	EXTERIOR														Cook Top	Door Depth	Oven Bottom	3/4" GAS CONN.		ELECTRIC	
	Width A	Depth B	C	D	E	F	G	H	J	K	L	M	N	O				P*	Q	R	S
S60DD - 2G/T, 3G/T, 4G/T	60.75" (1543)	34.00" (864)	29.75" (756)	31.00" (787)	10.00" (254)	2.75" (70)	59.50" (1511)	22.50" (572)	31.00" (787)	6.00" (152)	-	37.00" (940)	15.50" (394)	13.00" (330)	3.25" (83)	30.25" (768)	-	-			
S60AA - 2G/T, 3G/T, 4G/T	60.75" (1543)	41.75" (1060)	29.75" (756)	31.00" (787)	10.00" (254)	2.75" (70)	59.50" (1511)	22.50" (572)	31.00" (787)	6.00" (152)	8.25" (210)	37.00" (940)	15.50" (394)	13.00" (330)	3.25" (83)	30.25" (768)	24.00" (610)	6.00" (152)			
S60CC - 2G/T, 3G/T, 4G/T	60.75" (1543)	34.00" (864)	29.75" (756)	31.00" (787)	10.00" (254)	2.75" (70)	59.50" (1511)	22.50" (572)	31.00" (787)	6.00" (152)	-	37.00" (940)	13.50" (343)	-	3.25" (83)	30.25" (768)	-	-			

Model	Oven Interior			Oven Size			Cubic Volume	Oven Weight
	Width	Depth	Height	Width	Depth	Height		
S60DD - 2G/T, 3G/T, 4G/T	28.00" (712)	28.50" (726)	14.00" (355)	67.00" (1702)	45.50" (1156)	75.00" (1905)	132.3 cu. ft. (376 cu. m.)	860 lbs. (390 kg.)
S60AA - 2G/T, 3G/T, 4G/T	28.00" (712)	24.00" (610)	14.00" (355)	67.00" (1702)	45.50" (1156)	75.00" (1905)	132.3 cu. ft. (376 cu. m.)	860 lbs. (390 kg.)
S60CC - 2G/T, 3G/T, 4G/T	-	-	-	67.00" (1702)	45.50" (1156)	75.00" (1905)	132.3 cu. ft. (376 cu. m.)	860 lbs. (390 kg.)

NOTES:
 Optional hot plate in lieu of 2 open top burners at 12,000 BTU/burner. (24,000 BTU total NAT or LP)
 *Gas Connection will be located on opposite side of griddle location (if griddle is located on the left the gas connection will be moved to the right side).

UTILITY INFORMATION

Gas Type	BURNERS (BTU/EACH)						Hot Plate 12"
	Open Top Burner	STANDARD OVEN	CONVECTION OVEN	GRIDDLE			
Natural	28K	35K	35K	24" 3 @ 16K	36" 4 @ 16K	48" 5 @ 16K	2 @ 12K
LP	24K	35K	35K	3 @ 16K	4 @ 16K	5 @ 16K	2 @ 12K

- Each unit has a 3/4", male, rear gas connection.
- Minimum inlet pressure - Natural Gas is 7" W.C.
 - Propane Gas is 11" W.C.
- Each convection oven is standard 115/60/1 furnished with 6' cord with 3-prong plug. Total max amps is 5.9.
- Optional - 208/60/1, 50/60/1 phase. Supply must be wired to junction box with terminal block located at rear. Total max amps is 2.7.
- Check local codes for fire, installation and sanitary regulations.
- For installation on combustible floors and adjacent to combustible walls, allow 6" clearance.
- If using Flex-Hose, the I.D. should not be smaller than the I.D. of the manifold of the unit to which it is being connected.
- If casters are used, a restraining device should be used to eliminate undue strain on the flex hose.
- Install under vented hood.
- If the unit is connected directly to the outside flue, an A.G.A. approved down draft diverter must be installed at the flue outlet of the oven.

BIDDING SPECIFICATIONS

The unit shall be a 60-3/4" wide, S-Series Restaurant Range with the exterior constructed of stainless steel and shall have a 4" stainless steel front rail with closed, welded end caps. The unit shall have 6" stainless steel, adjustable legs. The unit shall come with a 22.5" high stainless steel flue riser with single shelf. The unit shall come with a factory installed regulator.

OPEN TOP - The unit shall have 28,000 BTU NAT (24,000 BTU LP) open top burners with individual, removable cast iron grate tops.

2G/T - The unit shall have a 24", smooth, polished 1/2" thick steel griddle plate with raised sides, to include three (3) 16,000 BTU burners. [specify left (L) or right (R) side]

3G/T - The unit shall have a 36", smooth, polished 1/2" thick steel griddle plate with raised sides, to include four (4) 16,000 BTU burners. [specify left (L) or right (R) side]

4G/T - The unit shall have a 48", smooth, polished 1/2" thick steel griddle plate with raised sides, to include five (5) 16,000 BTU burners.

D - The unit shall have a 35,000 BTU standard oven with snap action thermostat, adjustable from 175°F to 550°F. The interior shall be enameled and measure 26" wide X 26.5" deep X 14" high, and includes 2-position rack guides with one removable rack.

A - The unit shall have a 35,000 BTU convection oven with snap action thermostat, adjustable from 175°F to 550°F. The unit shall include a 1/2 hp split phase motor with on/off switch to allow CO base to operate as a standard oven. The interior shall be enameled and measure 26" wide X 24" deep X 14" high, and includes 5-position rack guides with two removable racks.

C - The unit shall have an aluminized cabinet base without doors. Optional, no-charge doors that open from the center available.

OPTIONS AND ACCESSORIES

- Casters - all swivel - front with locks
- 10" flue riser
- 3/4" quick disconnect with flexible hose - complies with ANSI Z 21.69 (Specify 3ft, 4ft or 5ft)
- Restraining device
- Extra oven racks
- Auxiliary griddle plates
- Cabinet base doors (No Charge)
- Various salamander & cheesemelter mounts available (Please contact factory)

NOTICE:
 Southbend has a policy of continuous product research and improvement. We reserve the right to change specifications and product design without notice. Such revisions do not entitle the buyer to corresponding changes, improvements, additions or replacements for previously purchased equipment.

INTENDED FOR COMMERCIAL USE ONLY. NOT FOR HOUSEHOLD USE.



1100 Old Honeycutt Road, Fuquay-Varina, NC 27526
 Phone: (919)-762-1000 • Fax: (800)-910-9915 • URL: www.southbendnc.com

Printed in U.S.A.

T & S Brass

HG-4D-36K

Item#:D



T&S BRASS AND BRONZE WORKS, INC.
 2 SADDLEBACK COVE / P.O. BOX 1088 / TRAVELERS REST, SC 29690
 PHONE 800-476-4103 FAX 864-834-3518



Model No.
 HG-4-K SERIES
 Item No.:

Job Name:

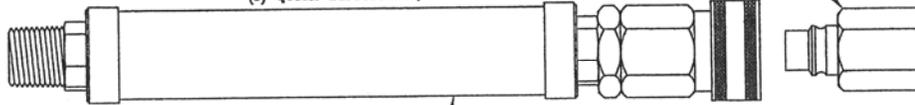
Architect/Engineer Approval:



TO ORDER HG-4-K SERIES: HG-

EX: HG-4D-36K
 GAS HOSE, 3/4" NPT MALE ENDS, 36" LENGTH,
 (1) QUICK-DISCONNECT, INSTALLATION KIT

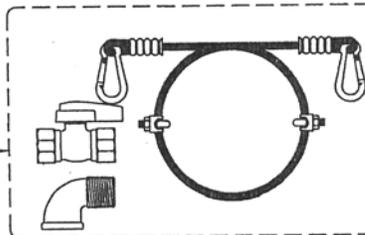
2-PIECE QUICK DISCONNECT



COATED GAS CONNECTOR

INSTALLATION KIT: RESTRAINING CABLE, STREET EL, BALL VALVE

(1) STREET "EL"



LENGTH	1/2" NPT
12"	HG-4C-12K
24"	HG-4C-24K
36"	HG-4C-36K
48"	HG-4C-48K
60"	HG-4C-60K
72"	HG-4C-72K

LENGTH	3/4" NPT
12"	HG-4D-12K
24"	HG-4D-24K
36"	HG-4D-36K
48"	HG-4D-48K
60"	HG-4D-60K
72"	HG-4D-72K

LENGTH	1" NPT
12"	HG-4E-12K
24"	HG-4E-24K
36"	HG-4E-36K
48"	HG-4E-48K
60"	HG-4E-60K
72"	HG-4E-72K

LENGTH	1-1/4" NPT
12"	HG-4F-12K
24"	HG-4F-24K
36"	HG-4F-36K
48"	HG-4F-48K
60"	HG-4F-60K
72"	HG-4F-72K

Product Description:
 SAFE-T-LINK GAS APPLIANCE CONNECTOR:
 COATED HOSE WITH INSTALLATION KIT,
 (1) QUICK-DISCONNECT, & (1) STREET "EL"

Drawn:	Checked	Scale:
WJS	ARD	1:1
Approved	Date:	
CA	3-15-97	

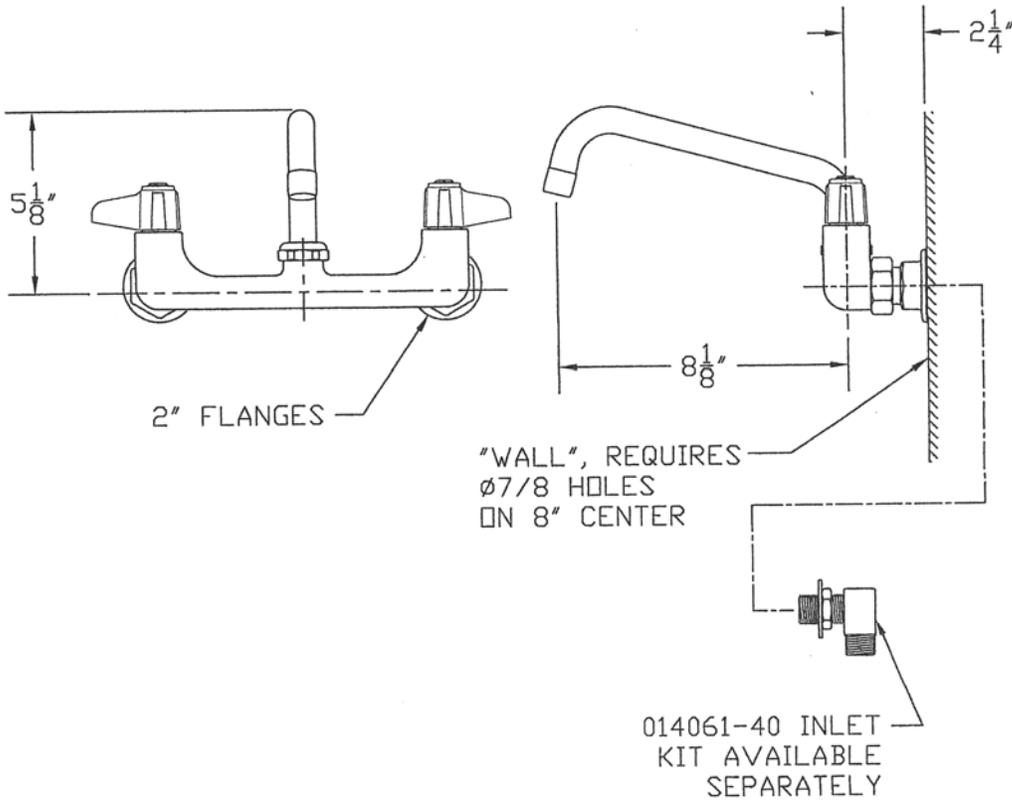
T & S Brass

5F-8WLX08

Item# B

This space for Architect/Engineer Approval

Job Name _____	Date _____
Model Specified _____	Quantity _____
Customer/Wholesaler _____	
Contractor _____	
Architect/Engineer _____	



DIMENSIONS ARE APPROXIMATE

MODEL NUMBER 5F-8WLX08	DATE 3/21/06	SCALE 1:4	DRAWN DHL	CHECKED WJS	APPROVED JHB
---------------------------	-----------------	--------------	--------------	----------------	-----------------



DESCRIPTION
8" WALL MOUNT FAUCET
WITH 8" SWING NOZZLE

ACP

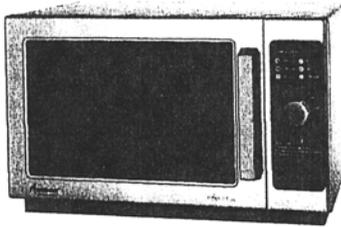
RCS10DS

Item#:E-2

Amana® Commercial

Project #: _____

Item #: _____



Model RCS10DS shown

Medium Volume

This category of microwave is ideal for...

Applications:

- Coffee shops
- Ethnic restaurants
- Concessions
- Dessert stations



All ACP, Inc. commercial ovens are backed by our Culinary Center. Call us with any question regarding food preparation, menu development and cooking times. 866-426-2621.

Medium Volume

Amana Commercial Microwave Model RCS10DS

Power Output

- 1000 watts of power.
- Full power only for simple operation.

Easy to Use

- User friendly six minute dial timer lights up for at-a-glance monitoring.
- Timer must be manually reset to zero if door is opened during heating.
- See-through door and lighted interior for monitoring without opening the door.
- 1.2 cubic ft. (.034m³) capacity accommodates a 14" (356 mm) platter, prepackaged foods and single servings.
- Stackable to save valuable counter space.

Easy to Maintain

- Stainless steel exterior and interior for easy cleaning and a commercial look.
- Constructed to withstand the foodservice environment.
- Non-removable air filter protects oven components.
- Limited 3 year warranty.
- Backed by the ACP, Inc. 24/7 ComServ Support Center, 866-426-2621.
- UL and ETL Listed.



AIA File #:

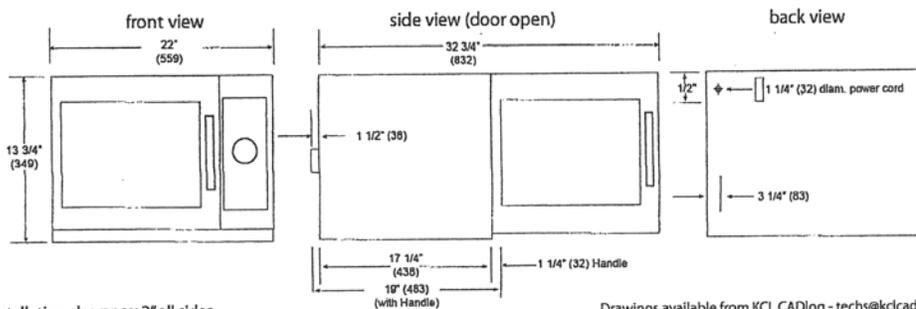
Specification #:

ACP

RCS10DS

Item#:E-2

Amana Commercial Microwave Model RCS10DS | Medium Volume



Installation clearance: 2" all sides

Drawings available from KCL CADlog - techs@kclcad.com

Specifications

Model	RCS10DS	UPC Code 728028020731
Configuration	Countertop	
Control System	Dial	
Max. Cooking Time	6:00	
Power Levels	1	
Time Entry Option	Yes	
Microwave Distribution	Rotating antenna, top	
Magnetron	1	
Stackable	Yes	
Stage Cooking	1	
Interior Light	Yes	
Door Handle	Grab & Go	
Signal	End of cycle	
Exterior Dimensions	H 13 3/4" (349.25) W 22" (558.8) D*19" (482.6)	
Cavity Dimensions	H 8 1/2" (216) W 14 1/2" (368.3) D 15" (381)	
Door Depth	34 3/4" (882.65), 90°+ door open	
Usable Cavity Space	1.2 cubic ft. (.034 m³)	
Exterior Finish	Stainless steel	
Interior Finish	Stainless steel	
Power Consumption	1550 W, 13 A	
Power Output**	1000 W** Microwave	
Power Source	120V, 60 Hz, 15 A single phase	
Plug Configuration / Cord	NEMA 5-15 5 ft. (1.5m)	
Frequency	2450 MHz	
Product Weight	41 lbs. (18.6 kg.)	
Ship weight (approx.)	48 lbs. (21.8 Kg.)	
Shipping Carton Size	H 17 1/4" (431) W 25 1/2" (660) D 20 1/2" (508)	
UPS Shippable	Yes	

Specifications

Commercial microwave shall have a user-friendly 6 minute dial timer with illuminated digits and an end of cycle audible signal. Timer shall not automatically reset if the door is opened during heating. There shall be a single power level and cooking stage. Microwave output shall be 1000 watts distributed by one magnetron with a rotating top antenna to provide superior even heating throughout the cavity. Durable door shall have a tempered glass window and a grab and go handle with a 90°+ opening for easy access. An interior light shall facilitate monitoring without opening the door. The large 1.2 cubic ft. (.034 m³) cavity shall accommodate a 14" (356 mm) platter. Interior ceramic shelf shall be sealed and recessed on oven bottom to reduce plate-to-shelf edge impact. Oven shall have a stainless steel exterior and interior and be stackable to save counter and shelf space. The air filter shall be permanently affixed to the front of the oven. Microwave oven shall comply with standards set by the U.S Department of Health and Human Services, UL for safety and ETL for sanitation.



Warranty

Limited 3 year warranty:
 Year 1 - parts, labor, and travel are covered.
 Years 2 - 3 - magnetron tube (part only) is covered.

Service

All products are backed by the ACP, Inc. 24/7 ComServ Support Center.



Measurements in () are millimeters

* Includes handle

** IEC 705 Tested



Advance Tabco

MS-18-24

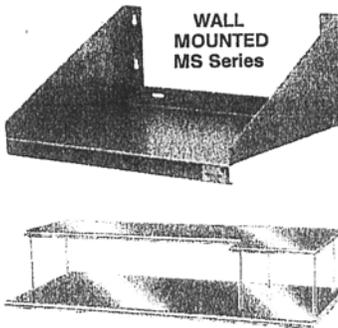
Item#:E-2



**STAINLESS STEEL
MICROWAVE
SHELVES**



**A Convenient Place for your
MICROWAVE!**



WALL
MOUNTED
MS Series

Item #: _____ Qty #: _____
 Model #: _____
 Project #: _____

Wall Mounted

Width	Model #	W x L	Weight
18"	MS-18-24	18" x 24"	15 lbs.
24"	MS-24-24	24" x 24"	20 lbs.
24"	MS-24-36	24" x 36"	38 lbs.

CONSTRUCTION:

All TIG welded.
 Exposed surfaces polished to a satin finish.

MATERIAL:

18 gauge stainless steel.

OPTIONAL TABLE MOUNTED UNITS:

Mounted on tubular supports and fastened to the top with expanding tubular connectors.

Please use *OTS Series Shelving* and add *TA-102* for 24" x 24" extension for table mounted version.

FOR TABLE MOUNTED MICROWAVE SHELVES:
 Use *OTS Shelving* and add *TA-102* for Microwave 24" x 24" extension. Specify Right or Left.

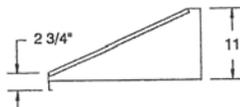
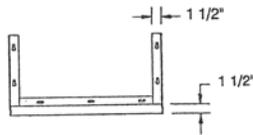
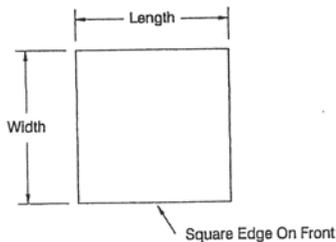
OPTIONAL	Model #	Qty
Table Mounted Microwave Shelf	TA-102	
2" Hole with Grommet For Appliance Cord	TA-108	

DETAILS and SPECIFICATIONS

TOL ± .500"

ALL DIMENSIONS ARE TYPICAL

WALL MOUNTED



Customer Service Available To Assist You **1-800-645-3166** 8:30 am - 8:00 pm E.S.T.
 Email Orders To: customer@advancetabco.com. For Smart Fabrication™ Quotes, Email To: smartfab@advancetabco.com or Fax To: 631-586-2933

NEW YORK
 Fax: (631) 242-6900

GEORGIA
 Fax: (770) 775-5625

TEXAS
 Fax: (972) 932-4795

NEVADA
 Fax: (775) 972-1578

Bunn-O-Matic

SRU-0001

Item#:F

BUNN®

3 Gallon Automatic Electric Coffee Urn

ITEM#

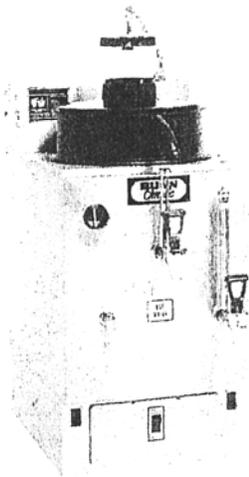
PROJECT

DATE

Features

Automatic Electric Coffee Urn

- Brews 11.4 gallons (43.2 litres) of perfect coffee per hour.
- Three gallon (11.4 litres) coffee urn measuring only 14" wide fits most counters.
- Automatic drip brewing of delicious coffee every time.
- Large water tank—over 10 gallons.
- Draw off hot water during brewing cycle without affecting delivery of coffee.
- All stainless steel construction.
- Can brew full or half batches.
- Top mounted components for ease of service.
- International electrical configurations available.



Model SRU*

Dimensions: 33.5" H x 14" W x 24.6" D
(85.1 cm H x 35.6 cm W x 62.5 cm D)

For current specification sheets and other information, go to www.bunn.com.

* International models may vary in appearance.

Related Products

Easy Clear® EQHP-10
Product No. : 39000.0004



SRU Paper Filters
Product No. : 20109.0000
Packed per case: 250
Dimensions:
7" Base x 5 1/4" Sidewall
17.78 cm Base x 13.34 cm Sidewall



Easy Pour® black decanter
Product No. : 06100.0101
Quantity: 1
(also packaged in quantities of 2, 3, 6, 12, & 24)



Easy Clear® EQHP-10L
Product No. : 39000.0001

SRU Drip Tray (Optional)
Product No. : 06465.0000
All Stainless Steel



Easy Pour® orange decanter (for decaf)
Product No. : 06101.0101
Quantity: 1
(also packaged in quantities of 2, 3, 6, 12, & 24)



4" Leg Conversion Kit
Product No.: 06333.0000



Model

Agency Listing

SRI1



Bunn-O-Matic

SRU-0001

Item#:F

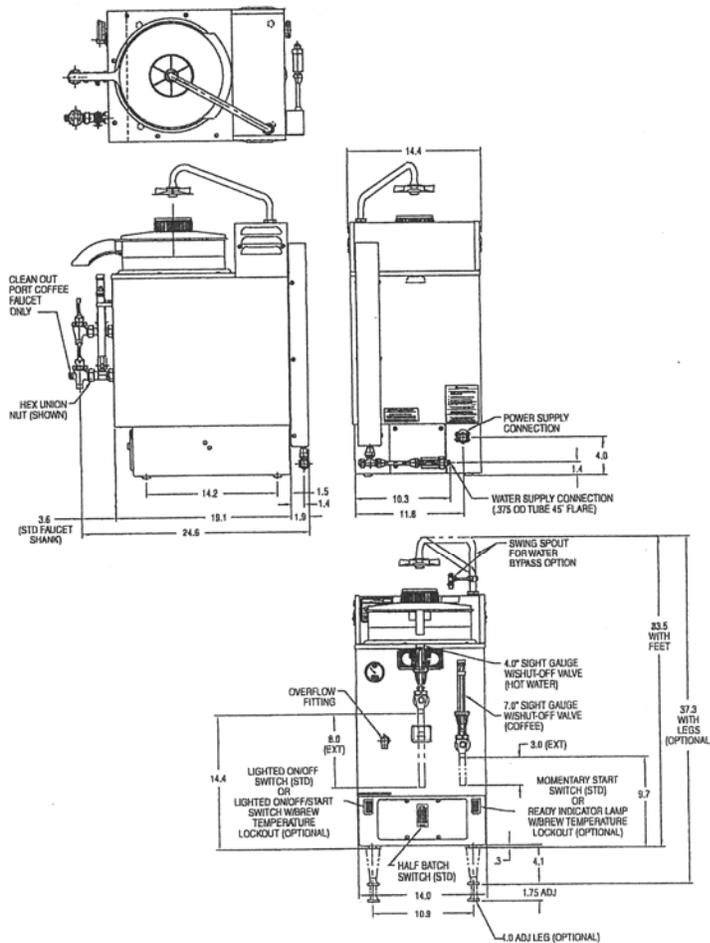
Dimensions & Specifications

Model	Product #	Volts	Amps	Tank Heater Watts	Total Watts	Brewing Capacity	Cu. Ft.	Shipping Weight	Cord Attached
SRU	06325.0001	120/208	19.4	3950	4025	11.4 gal./hr.	3.1	73 lbs.	No
SRU	06325.0002	120/240	17.0	3950	4025	11.4 gal./hr.	3.1	75 lbs.	No

*Brewing capacity: based upon incoming water temp of 60°F (140°F rise).
Models listed as 120/208V or 120/240V must be connected to 208V or 240V electrical service respectively. Please refer to the installation manual.*

Electrical: Models require 3-wires plus ground service, single phase, 60 Hz.

Plumbing: 20-90 psi (138-621 kPa). Supplied with 3/8" OD male flare fitting.



Vollrath

38117

Item#1

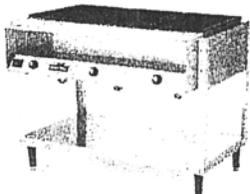


Project:

Item Number:

Quantity:

SERVEWELL® HOT FOOD TABLE



ServeWell® Hot Food Table

DESCRIPTION

We build each ServeWell® unit with heavy-gauge steel, and engineer the body, legs, and base for strength and durability. The complete line of ServeWell® food tables are designed to eliminate the frustrations you have had with traditional food service units.

Vollrath offers the first truly innovative design in value-priced mobile serving equipment. The heart of this revolutionary line is the Hot Food Table, available in 2-, 3-, 4-, and 5-well configurations.

Each well will accept full-size or fractional pans to 6" (15.24 cm) deep, and can be used with standard adaptor plates and insets for serving flexibility.

FEATURES

- Thermoset Fiber-Reinforced Resin Wells – self-insulating and maximum energy efficiency.
- Thermoset Wells – will not rust or pit.
- Thermoset Wells – clean easily by wiping off water deposits from the non-metallic surface.
- Thermostatic Heat Controls – automatically adjust for water temperature and food volume changes to reduce food waste.
- Capillary Tube Thermostats control supply power only when needed for maximum power efficiency.
- Dome Heating Elements use up to 25% less energy and concentrate energy into the wells.
- Non-stick Surface on elements prevent scale build-up for easy cleaning and longer operating life.
- Elements are cast-in for longer service life and greater energy transfer.
- Wide no-drip lips on wells keep top surface dry.
- Wells are equipped with individual braes drain valves.
- Recommend using up to 4" (10.2 cm) deep food pans – standard and fractional sizes.
- 7½" (19.05 cm) wide plate shelf standard.
- 8" (20.32 cm) wide x 3/8" (9.5 mm) thick polyethylene NSF-approved cutting board standard.
- Mechanical guards on all controls and power switch for safety and reliability.
- 10ft. (3 meters) power cord bottom-mounted to stay out of they way.
- Stainless steel construction includes legs and undershelf.
- Standard adjustable stationary legs or optional caster set.
- Optional 38099 Caster Set – 4" (10.2 cm) swivel wheels with brakes.
- Shipped knocked down.
- 38003 plugs into standard 15A household or commercial receptacle (no special wiring required).

MODELS:

38102	700W/120V 2 Well	38004	480W/120V 4 Well
38103	700W/120V 3 Well	38005	480W/120V 5 Well
38104	700W/120V 4 Well	38116	600-800W/208-240V 2 Well
38105	700W/120V 5 Well	38117	600-800W/208-240V 3 Well
38002	480W/120V 2 Well	38118	600-800W/208-240V 4 Well
38003	480W/120V 3 Well	38119	600-800W/208-240V 5 Well

PERFORMANCE CRITERIA

ServeWell® Hot Food Tables are designed to hold heated prepared foods at temperatures above the HACCP "danger zone" of 140° F (60° C). The performance standard is measured using the NSF mixture preheated to 165° F (73.9° C). The electric unit will hold the temperature of this product above 150° F (65.6° C). The temperature will be maintained when the food product and inset are used with a standard inset cover, the proper water level is maintained in the well, and the food product is stirred regularly.

ACCESSORIES

Work/Overshelf



Item	Length/Height
38042	31½" x 13" (80 cm x 33 cm)
38043	46" x 13" (117 cm x 33 cm)
38044	60¾" x 13" (154 cm x 33 cm)
38045	75¼" x 13" (191 cm x 33 cm)

Tray Slide



Item	Length/Width
38092	31½" x 10" (80 cm x 25 cm)
38093	46" x 10" (117 cm x 25 cm)
38094	60¾" x 10" (154 cm x 25 cm)
38095	72½" x 10" (192 cm x 25 cm)

Single Deck Cafeteria Guard



Item	Length/Height
38052	31½" x 13" (80 cm x 33 cm)
38053	46" x 13" (117 cm x 33 cm)
38054	60¾" x 13" (154 cm x 33 cm)
38055	75¼" x 13" (191 cm x 33 cm)

Buffet Breath Guards



Item	Length/Height
38062	32" x 23½" (81.2 x 59.7 cm)
38063	46½" x 23½" (118.1 x 59.7 cm)
38064	61¼" x 23½" (155.6 x 59.7 cm)
38065	76" x 23½" (193 x 59.7 cm)

Caster Set



Item	Description
38099	Caster Kit-two with brakes

Agency Certifications



Approvals

	Date:
--	-------

ServeWell® Hot Food Table

The Vollrath Company, L.L.C.



Cettina

The Vollrath Company, L.L.C.
1236 North 18th Street
Sheboygan, WI 53082-0611
U.S.A.
Main Tel: 800.624.2051

Vollrath of Canada, Co.
Tel: 800.695.8560
FAX: 800.752.5620

Vollrath

38118

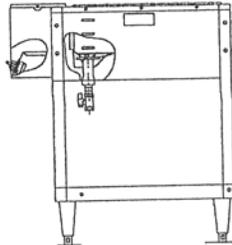
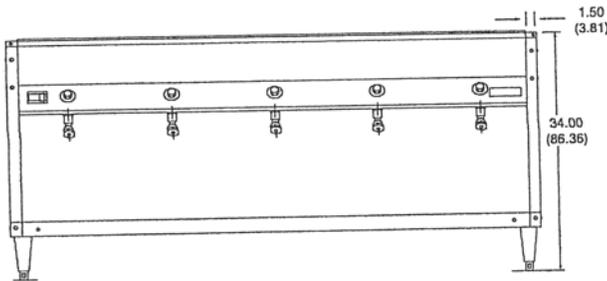
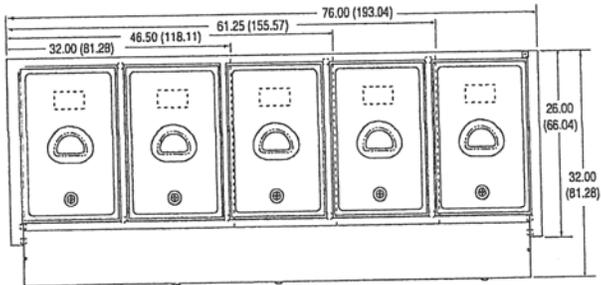
Item#:1

ServeWell® Hot Food Table

SERVEWELL® HOT FOOD TABLE

DIMENSIONS

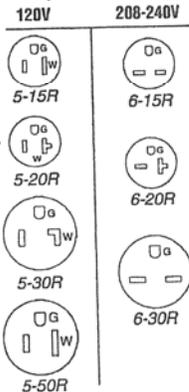
- Overall Dimensions:
- Dimensions shown in inches (cm).



ELECTRICAL SPECIFICATIONS

Item	Description	Dimensions: IN(CM)	Volts	Watts Per Well	Watts Total	Electrical Service (A)	Amps	Plug
700W/120V								
38102	2-well	32 x 32 x 34 (81.3 x 81 x 86)	120V	700	1400	15	11.7	5-15P
38103	3-well	46½ x 32 x 34 (118.1 x 81 x 86)	120V	700	2100	30	17.5	5-30P
38104	4-well	61¼ x 32 x 34 (155.6 x 81 x 86)	120V	700	2800	30	23.3	5-30P
38105	5-well	76 x 32 x 34 (193 x 81 x 86)	120V	700	3500	50	29.2	5-50P
480W/120V								
38002	2-well	32 x 32 x 34 (81.3 x 81 x 86)	120V	480	960	15	8	5-15P
38003	3-well	46½ x 32 x 34 (118.1 x 81 x 86)	120V	480	1440	15	12	5-15P
38004	4-well	61¼ x 32 x 34 (155.6 x 81 x 86)	120V	480	1920	20	16	5-20P
38005	5-well	76 x 32 x 34 (193 x 81 x 86)	120V	480	2400	30	20	5-30P
600-800W/208-240V								
38116	2-well	32 x 32 x 34 (81.3 x 81 x 86)	208-240V	600-800	1200-1600	15	5.8-6.7	6-15P
38117	3-well	46½ x 32 x 34 (118.1 x 81 x 86)	208-240V	600-800	1800-2400	15	8.7-10	6-15P
38118	4-well	61¼ x 32 x 34 (155.6 x 81 x 86)	208-240V	600-800	2400-3200	20	11.5-13.3	6-20P
38119	5-well	76 x 32 x 34 (193 x 81 x 86)	208-240V	600-800	3000-4000	30	14.4-16.6	6-30P

Receptacle Configurations



The Vollrath Company, L.L.C.



The Vollrath Company, L.L.C.
 1236 North 18th Street
 Sheboygan, WI 53082-0611
 U.S.A.
 Main Tel: 800.624.2051
 Service Tel: 800.628.0832
 FAX: 800.752.5620

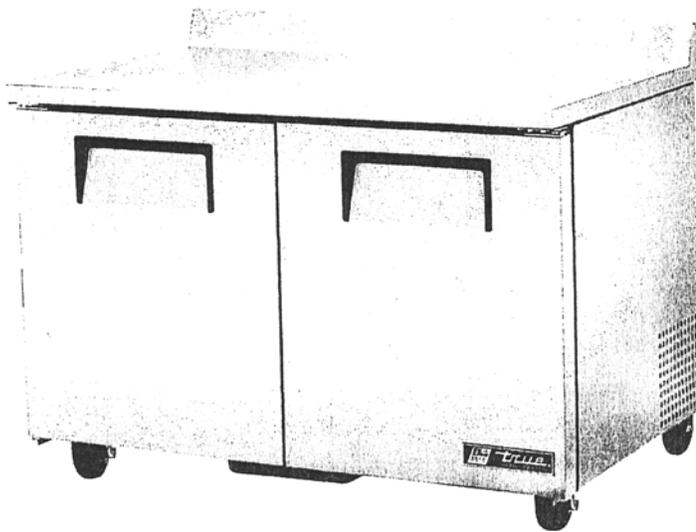
Vollrath of Canada, Co.
 Tel: 800.695.8560
 FAX: 800.752.5620

True Food Service Equipment

TWT-48

Item#:G

 TRUE FOOD SERVICE EQUIPMENT, INC. 2001 East Terra Lane • O'Fallon, Missouri 63366 (636)240-2400 • Fax (636)272-2408 • (800)325-6152 • Intl Fax# (001)636-272-7546 Parts Dept. (800)424-TRUE • Parts Dept. Fax# (636)272-9471 • www.truefmg.com	Project Name: _____ Location: _____ Item #: _____ Qty: _____ Model #: _____	AIA #
	Model: TWT-48	Worktop: Solid Door Refrigerator



TWT-48

- ▶ True's worktop units are designed with enduring quality that protects your long term investment.
- ▶ Designed using the highest quality materials and components to provide the user with colder product temperatures, lower utility costs, exceptional food safety and the best value in today's food service marketplace.
- ▶ Oversized, environmentally friendly (134A) forced-air refrigeration system holds 33°F to 38°F (5°C to 3.3°C).
- ▶ All stainless steel front, top and ends. Matching aluminum finished back. Top and backsplash are one piece formed construction. Bacteria and food particles cannot be trapped underneath as with other two-piece worktop units.
- ▶ Front breathing.
- ▶ Heavy duty PVC coated wire shelves.
- ▶ Foamed-in-place using Ecomate. A high density, polyurethane insulation that has zero ozone depletion potential (ODP) and zero global warming potential (GWP).

ROUGH-IN DATA

Specifications subject to change without notice. (millimeters rounded up to next whole number).
 Chart dimensions rounded up to the nearest 1/8"

Model	Doors	Shelves	Cabinet Dimensions (inches) (mm)			HP	Voltage	Amps	NEMA Config.	Cord Length (total ft.) (total m)	Crated Weight (lbs.) (kg)
			L	D†	H*						
TWT-48	2	4	48 3/8 1229	30 3/8 766	33 3/8 848	1/2 1/2	115/60/1 230-240/50/1	5.0 4.2	5-15P Δ	7 2.13	290 132

† Depth does not include 1" (26 mm) for rear bumpers and 1/4" (7 mm) for front bumper.
 * Height does not include 6 1/4" (159 mm) for castors or 6" (153 mm) for optional legs.

Δ. Plug type varies by country.



APPROVALS:

AVAILABLE AT:

Model:
TWT-48

Worktop:
Solid Door Refrigerator



STANDARD FEATURES

DESIGN

- True's commitment to using the highest quality materials and oversized refrigeration systems provides the user with colder product temperatures, lower utility costs, exceptional food safety and the best value in today's food service marketplace.

REFRIGERATION SYSTEM

- Factory engineered, self-contained, capillary tube system using environmentally friendly (CFC free) 134A refrigerant.
- Oversized, factory balanced refrigeration system with guided airflow to provide uniform product temperatures.
- Extra large evaporator coil balanced with higher horsepower compressor and large condenser; maintains cabinet temperatures of 33°F to 38°F (5°C to 3.3°C) for the best in food preservation.
- Sealed, cast iron, self-lubricating evaporator fan motor(s) and larger fan blades give True worktop units a more efficient, low velocity, high volume airflow design. This unique design ensures faster temperature recovery and shorter run times in the busiest of foodservice environments.
- Condensing unit access in back of cabinet, slides out for easy maintenance.

CABINET CONSTRUCTION

- Exterior - stainless steel front, top and ends. Matching aluminum finished back. Top and back splash are one piece formed construction. Bacteria and food particles cannot be trapped underneath as with other two-piece worktop units.
- Interior - attractive, NSF approved, white aluminum liner. 300 series stainless steel floor with coved corners.

- Insulation - entire cabinet structure and solid doors are foamed-in-place using Ecomate. A high density, polyurethane insulation that has zero ozone depletion potential (ODP) and zero global warming potential (GWP).
- 5" (127 mm) diameter stem castors - locks provided on front set. 36" (915 mm) work surface height.

DOORS

- Stainless steel exterior with white aluminum liner to match cabinet interior.
- Each door fitted with 12" (305 mm) long recessed handle that is foamed-in-place with a sheet metal interlock to ensure permanent attachment.
- Positive seal self-closing door(s) with 90° stay open feature. Door(s) swing within cabinet dimensions.
- Magnetic door gasket(s) of one piece construction, removable without tools for ease of cleaning.

SHELVING

- Four (4) adjustable, heavy duty PVC coated wire shelves 21 1/8" L x 16" D (548 mm x 407 mm). Four (4) chrome plated shelf clips included per shelf.
- Shelf support pilasters made of same material as cabinet interior; shelves are adjustable on 1/2" (13 mm) increments.

MODEL FEATURES

- Evaporator is epoxy coated to eliminate the potential of corrosion.
- NSF-7 compliant for open food product.

ELECTRICAL

- Unit completely pre-wired at factory and ready for final connection to a 115/60/1 phase, 15 amp dedicated outlet. Cord and plug set included.

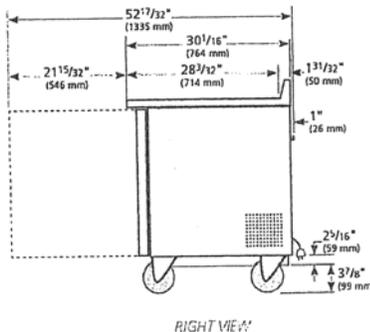
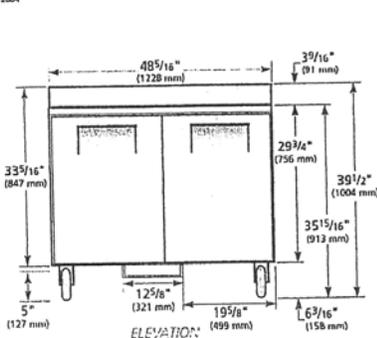


OPTIONAL FEATURES/ACCESSORIES

- Upcharge and lead times may apply.
- 230 - 240V / 50 Hz.
 - 6" (153 mm) standard legs.
 - 6" (153 mm) seismic/flanged legs.
 - 2 1/2" (64 mm) diameter castors.
 - Barrel locks (factory installed). Requires one per door.
 - Single oversheif.
 - Double oversheif.
 - 28 1/4" (718 mm) deep, 1/2" (13 mm) thick, white polyethylene cutting board. Requires "L" brackets.
 - 28 1/4" (718 mm) deep, 1/2" (13 mm) thick, composite cutting board. Requires "L" brackets.
 - Heavy duty, 16 gauge tops.
 - Exterior rectangular digital thermometer (factory installed).
 - ADA compliant models with 34" (864 mm) work surface height.
 - Remote cabinets (condensing unit supplied by others; system comes standard with 404A expansion valve and requires R404A refrigerant). Consult factory technical service department for BTU information. All remote units must be hard wired during installation.

PLAN VIEW

CUBIC FEET 12
*Based on ANSI/AHAM HRF-1-2004



WARRANTY
One year warranty on all parts and labor and an additional 4 year warranty on compressor. (U.S.A. only)

METRIC DIMENSIONS ROUNDED UP TO THE NEAREST WHOLE MILLIMETER
SPECIFICATIONS SUBJECT TO CHANGE WITHOUT NOTICE

Model	Elevation	Right	Plan	3D	Back
TWT-48	TFPY02E	TFPY02S	TFPY02P	TFPY023	

**Heater Proofers - Non-Insulated
Economy
100% Pre-Tested Electrical Assembly**

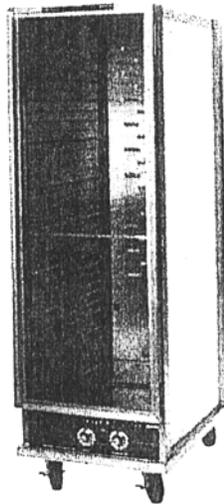
Equipment Guide

- ✓ GOOD
- ✓ MEDIUM DUTY Use
- ✓ 1YR WARRANTY
- ✓ HACCP HELPER
- ✓ NSF ETL
- ✓ NEW EXPRESS SHIP

- Heavy Duty, channel construction designed for durability.
- Easy to Clean.
- Air baffle and circulating air blower provide even heat distribution.
- 5" polyurethane plate casters for easy maneuverability and stability. Two locking casters in front.
- Easy dual proof/heat control:
 - *"Proof" mode: Humidity from 30% to 95%.
 - Temperatures up to 115°F (46°C)
 - *"Heat" mode: Nominal Temperatures up to 180°F (82°C)
- Clear door, extruded, anodized aluminum frame will not dull. A tight fit gasket is installed on inside door frame, held closed with magnets, Lexan fits tightly into door frame.
- Door lifts off for easy cleaning and accessibility.
- Control drawer is removable for quick and easy cleaning and maintenance.
- All controls are accessible without opening cabinet door.
- Easy to read LED thermometer.
- Pan Capacity: 36 - 18" x 26" pans

Electrical specifications:

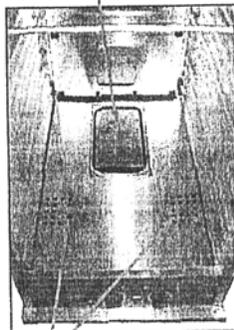
- 120 Volt-60 Cycle A.C.
- 1440 Watts: 14.0 AMPS - Plug into any standard 110 outlet.



NHP-PD-ECO
Removable Drawer
Makes Cleaning Quick & Easy

On Both NHPL-1836-ECO & NHPL-1836 Units

Water Pan



Air baffle and circulating air blower provide even heat distribution.

Model Number	Order#	Overall Dimensions						Approx. Ship Wt	
		Width		Length		Height		(lb)	(kg)
		(in)	(mm)	(in)	(mm)	(in)	(mm)		
NHPL-1836-ECO	637795	21	533	30 3/4	781	68	1,727	235	106
Caster Information									
738A	128784	Swivel Plate Caster with 5" Polyurethane Wheel							
738ABK	204185	Swivel Plate Caster with 5" Polyurethane Wheel & Brake							
7112	122180	5" Polyurethane Wheel							

For replacement parts please see page 125.

Freight Class: 100

Advance Tabco

7-PS-22

Item#:J



STAINLESS STEEL
HAND SINKS NSF
SPACE SAVER UNITS

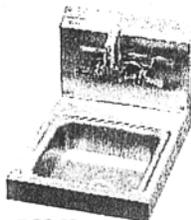
Keyhole Bracket for
 easier installation
 and greater stability.



Item #: _____ **Qty #:** _____
Model #: _____
Project #: _____

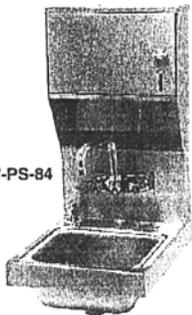


7-PS-22

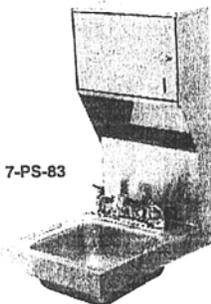


7-PS-23

WITH SOAP & TOWEL DISPENSERS



7-PS-84



7-PS-83

FEATURES:

One piece **Deep Drain** sink bowl design.
 Sink bowl is 9" x 9" x 5".
 All sink bowls have a large liberal radii with a minimum dimension of 1" and are square in design.
 Keyhole wall mount bracket.
 1 1/2" stainless steel drain with strainer plate.

Specific Features:

7-PS-22 and **7-PS-83** 4" O.C. centerset faucet furnished with aerator.
7-PS-23 and **7-PS-84** 4" O.C. splash mounted gooseneck faucet furnished with aerator.
7-PS-83 and **7-PS-84** liquid soap & towel dispenser with hinged towel box. Unit uses standard C-fold towels.

CONSTRUCTION:

All TIG welded.
 Welded areas blended to match adjacent surfaces and to a satin finish.
 Die formed Countertop Edge with a No-Drip offset.
 One sheet of stainless steel - No Seams.

MATERIAL:

Heavy gauge type 304 series stainless steel.
 Wall mounting bracket is stainless steel and of offset design.
 All fittings are brass / chrome plated unless otherwise indicated.

MECHANICAL:

Faucet supply is 1/2" IPS male thread hot and cold.

Standard Faucet conforms to NSF 61 Standard 9. An optional faucet upgrade is required for compliance to AB 1953 Standards.
 For Replacement Faucets & Upgrades, Drains & Accessories visit our website at www.advancetabco.com



Customer Service Available To Assist You **1-800-645-3166** 8:30 am - 8:00 pm E.S.T.
 Email Orders To: customer@advancetabco.com. For Smart Fabrication™ Quotes, Email To: smartfab@advancetabco.com or Fax To: 631-586-2933

NEW YORK Fax: (631) 242-6900	GEORGIA Fax: (770) 775-5625	TEXAS Fax: (972) 932-4795	NEVADA Fax: (775) 972-1578
--	---------------------------------------	-------------------------------------	--------------------------------------

Advance Tabco

7-PS-22

Item#:J

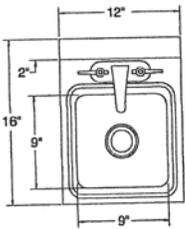
DIMENSIONS and SPECIFICATIONS

TOL Overall: ± .500" Interior: ± .250"

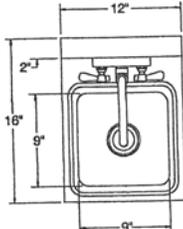
FITTINGS SUPPLIED AS SHOWN

ALL DIMENSIONS ARE TYPICAL

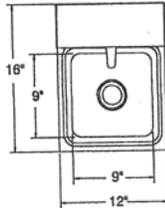
TOP VIEW FOR 7-PS-22



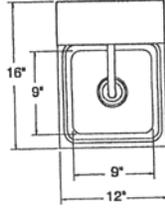
TOP VIEW FOR 7-PS-23



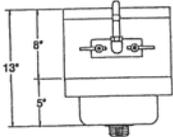
TOP VIEW FOR 7-PS-83



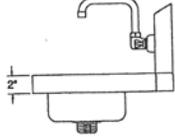
TOP VIEW FOR 7-PS-84



7-PS-23

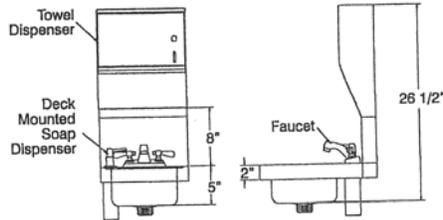


"D" Spout Faucet



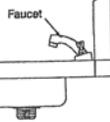
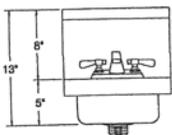
12 lbs.

7-PS-83



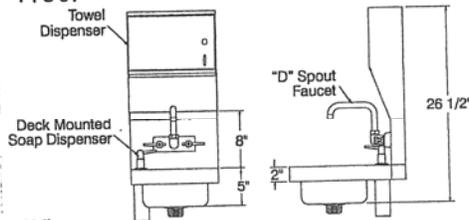
20 lbs.

7-PS-22



12 lbs.

7-PS-84



20 lbs.



ADVANCE TABCO is constantly engaged in a program of improving our products. Therefore, we reserve the right to change specifications without prior notice.

Advance Tabco

ELAG-305-X

Item# : D



STAINLESS STEEL
ECONOMY WORK TABLES

Item #: _____ Qty #: _____
 Model #: _____
 Project #: _____



ELAG-X Series
Flat Top



FLAG-X Series
1 1/2" Backsplash



KLAG-X Series
5" Backsplash

FEATURES:

ELAG Top is furnished with 1 5/8" square bend on sides and 1 5/8" sanitary rolled rim on front and rear & square sides.

FLAG Top is furnished with 1 5/8" square bend on sides and 1 5/8" sanitary rolled rim on front and square sides, and 1 1/2" backsplash on rear.

KLAG Top is furnished with 1 5/8" square bend on sides and 1 5/8" sanitary rolled rim on front and square sides, and 5" backsplash on rear. Two hat-channels stud welded under tabletop to reinforce and maintain a level work surface.

Aluminum die cast "leg-to-shell" clamp secures shelf to leg eliminating unsightly nuts and bolts. Undershef is fully adjustable.

CONSTRUCTION:

All TIG welded. Exposed weld areas polished to match adjacent surface.

Top is sound deadened.

Roll formed embossed galvanized hat channels are secured to top by means of structural adhesive and weld studs.

Gussets welded to support hat channels.

MATERIAL:

TOP: 16 gauge stainless steel type "430" series.

SHELF: 18 gauge galvanized steel.

LEGS: 1 5/8" diameter tubular galvanized steel. Galvanized steel gussets. 1" adjustable plastic bullet feet.

ELAG & FLAG SERIES

W	L	Flat Top w/Undershef	WT.	1-1/2" Splash w/Undershef	WT.
24"	30"	ELAG-240-X	45 lbs.	FLAG-240-X	45 lbs.
	24"	ELAG-242-X	40 lbs.	FLAG-242-X	40 lbs.
	36"	ELAG-243-X	51 lbs.	FLAG-243-X	51 lbs.
	48"	ELAG-244-X	61 lbs.	FLAG-244-X	61 lbs.
	60"	ELAG-245-X	73 lbs.	FLAG-245-X	73 lbs.
	72"	ELAG-246-X	84 lbs.	FLAG-246-X	84 lbs.
30"	96"	ELAG-248-X	125 lbs.	FLAG-248-X	125 lbs.
	30"	ELAG-300-X	50 lbs.	FLAG-300-X	50 lbs.
	36"	ELAG-303-X	58 lbs.	FLAG-303-X	58 lbs.
	48"	ELAG-304-X	70 lbs.	FLAG-304-X	70 lbs.
	60"	ELAG-305-X	83 lbs.	FLAG-305-X	83 lbs.
	72"	ELAG-306-X	97 lbs.	FLAG-306-X	97 lbs.
	96"	ELAG-308-X	137 lbs.	FLAG-308-X	137 lbs.

5" SPLASH KLAG SERIES

W	L	Flat Top w/Undershef	WT.
24"	36"	KLAG-243-X	54 lbs.
	48"	KLAG-244-X	65 lbs.
	60"	KLAG-245-X	76 lbs.
	72"	KLAG-246-X	89 lbs.
	96"	KLAG-248-X	123 lbs.
30"	24"	KLAG-302-X	59 lbs.
	36"	KLAG-303-X	62 lbs.
	48"	KLAG-304-X	73 lbs.
	60"	KLAG-305-X	87 lbs.
	72"	KLAG-306-X	102 lbs.
	96"	KLAG-308-X	142 lbs.



Plastic Bullet Feet standard on ELAG, FLAG & KLAG Series



Customer Service Available To Assist You **1-800-645-3166** 8:30 am - 8:00 pm E.S.T.
 Email Orders To: customer@advancetabco.com. For Smart Fabrication™ Quotes, Email To: smartfab@advancetabco.com or Fax To: 631-586-2933

NEW YORK
Fax: (631) 242-6900

GEORGIA
Fax: (770) 775-5625

TEXAS
Fax: (972) 932-4795

NEVADA
Fax: (775) 972-1578

Advance Tabco

ELAG-305-X

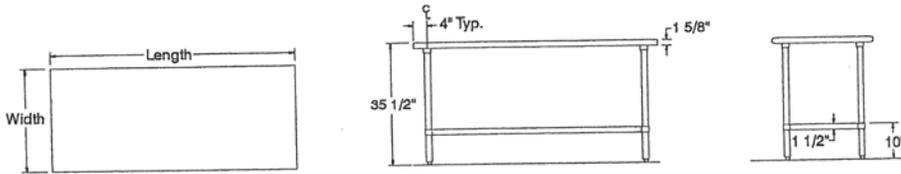
Item#:D

DETAILS and SPECIFICATIONS

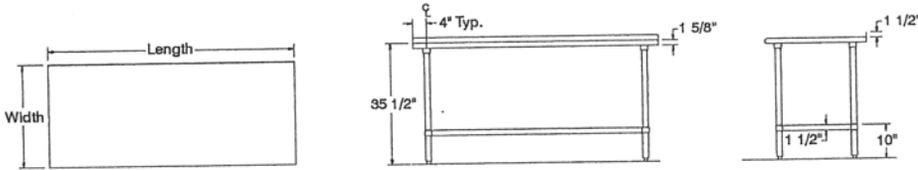
TOL ± .500"

ALL DIMENSIONS ARE TYPICAL

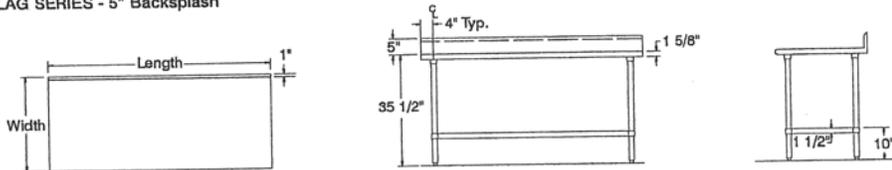
ELAG SERIES - Flat Top



FLAG SERIES - 1 1/2" Backsplash



KLAGE SERIES - 5" Backsplash



200 Highland Boulevard, Edgewood, NY 11717-8380

ADVANCE TABCO is constantly engaged in a program of improving our products. Therefore, we reserve the right to change specifications without prior notice.

© ADVANCE TABCO, AUGUST 2012

**Heater Proofer - Non-Insulated
Economy
100% Pre-Tested Electrical Assembly**

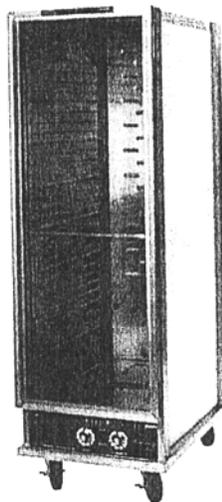
Equipment Guide

- ✓ Good
- ✓ MEDIUM DUTY USE
- ✓ 1YR WARRANTY
- ✓ HACCP HELPER
- ✓ NSF ETL
- ✓ NEW EXPRESS SHIP

- Heavy Duty, channel construction designed for durability.
- Easy to Clean.
- Air baffle and circulating air blower provide even heat distribution.
- 5" polyurethane plate casters for easy maneuverability and stability. Two locking casters in front.
- Easy dual proof/heat control:
 - "Proof" mode: Humidity from 30% to 95%. Temperatures up to 115°F (46°C)
 - "Heat" mode: Nominal Temperatures up to 180°F (82°C)
- Clear door, extruded, anodized aluminum frame will not dull. A tight fit gasket is installed on inside door frame, held closed with magnets, Lexan fits tightly into door frame.
- Door lifts off for easy cleaning and accessibility.
- Control drawer is removable for quick and easy cleaning and maintenance.
- All controls are accessible without opening cabinet door.
- Easy to read LED thermometer.
- Pan Capacity: 36 - 18" x 26" pans

Electrical specifications:

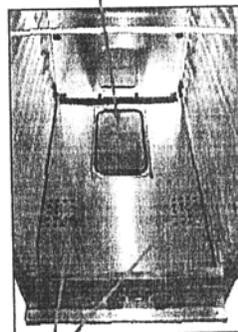
- 120 Volt-60 Cycle A.C.
- 1440 Watts: 14.0 AMPS - Plug into any standard 110 outlet.



NHP-PD-ECO
Removable Drawer
Makes Cleaning Quick & Easy

On Both NHPL-1836-ECO & NHPL-1836 Units

Water Pan



Air baffle and circulating air blower provide even heat distribution.

Model Number	Order#	Overall Dimensions						Approx. Ship Wt	
		Width		Length		Height		(lb)	(kg)
		(in)	(mm)	(in)	(mm)	(in)	(mm)		
NHPL-1836-ECO	637795	21	533	30 1/2	781	68	1,727	235	106
Caster Information									
738A	128784	Swivel Plate Caster with 5" Polyurethane Wheel							
738ABK	204185	Swivel Plate Caster with 5" Polyurethane Wheel & Brake							
7112	122180	5" Polyurethane Wheel							

For replacement parts please see page 125.

Freight Class: 100

CARPET CREATIONS INC
FLOORING AMERICA
150 N WALSH DRIVE
CASPER, WY 82609
 Telephone: 307-234-6654 Fax: 307-234-0327

ES200897

ESTIMATE

Class 7:
CLASS I CONSTRUCTION
594 S 4TH AVENUE
RON 262-7220 FAX 265-1689
MILLS, WY 82644

Shop 7:
SALVATION ARMY
441 S CENTER
CASPER, WY 82601

Quote Date:
 08/27/12

Quote #:
 307-262-7220

PO Number:
 PH II REVISED 08-27-12

Quote Number:
 ES200897

Inventory	Style/Item	Color/Description	Quantity	Units
2	GOING COASTAL	ONYX 12X60"3"	723.00	SF
	OFF/BKSTRLDG			
	S/ELEV			
CPT	INSTALL GLUEDOWN		723.00	SF
CPT	TAYLOR #2055	ADHESIVE	1.00	4 GAL
CPT	PREP FLOOR		1.00	BID
CPT	WEBCRETE 98		1.00	25#
CPT	SEAM SEALER		0.50	PINT
TEAROUT	TEAROUT CARPET		3,050.00	SF
TEAROUT	TEAROUT VINYL		150.00	SF
DUMP	DISPOSAL OF TEAROUT		1.00	BID
4" BASE	DC80 FAWN	4" W/TOE	480.00	LFT
STAIRNOSE	RUBBER STAIRNOSE	BLACK	12.00	LFT
TRANSITION	RUBBER T-MOLD	BLACK	12.00	LFT
TRANS	INSTALL TRANSITIONS		24.00	LFT
MAIN/FRONT	LOVELY LINEN 94 CTNS	12"X24" TEXTILE VCT	2,820.00	SF
HALLS/Foyer/P				
ANTRY				
VCT	FREIGHT ON VCT		1.00	BID
VCT	CLEAR SPREAD	ADHESIVE	3.00	4 GAL
VCT	INSTALL 12X24 STAGGER		2,820.00	SF
PREP	PREP VCT AREAS		1.00	BID
PREP	WEBCRETE 98		10.00	25#
	MISCELLANEOUS		1.00	BID
SALES TAX	ON MATERIAL	PORTION ONLY	1.00	TAX

—08/27/12— 1:25PM
 Sales Representative(s): TARA BOWDEN Material: 9,419.40
Service: 6,883.75

x _____ DATE _____
APPROVAL TO PROCEED WITH QUOTE
BALANCE DUE UPON COMPLETION
FINANCE CHARGES OF 1.5%/MONTH (18% ANNUM) WILL BE CHARGED
ON ACCOUNTS OVER 30 DAYS

Misc. Charges: 0.00
Sales Tax: 0.00
Misc. Tax: 0.00
ESTIMATE TOTAL: \$16,303.15

**CARPET CREATIONS INC
FLOORING AMERICA
150 N WALSH DRIVE
CASPER, WY 82609**

Telephone: 307-234-8654 Fax: 307-234-0327

ES200897

ESTIMATE

Bill To CLASS I CONSTRUCTION 594 S 475H AVENUE RON 262-7220 FAX 265-1669 MILLS, WY 82644	Bill To SALVATION ARMY 441 S CENTER CASPER, WY 82601
---	--

Order Date 08/27/12	Phone #1 307-262-7220	PO Number PH II REVISED 08-27-12	Quote Number ES200897
-------------------------------	---------------------------------	--	---------------------------------

Inventory	Style/Item	Color/Description	Quantity Units
-----------	------------	-------------------	----------------

BID DOESN'T INCLUDE BACK WAREHOUSE AREA, NO BACK TILE ENTRANCE, AREA OUTSIDE OF ELEVATOR, ANY FLOORING FROM DOOR BEFORE RAMP EAST, ANY FURNITURE OR EQUIPMENT OR PLUMBING OR BATHROOM PARTITION MOVING, PHASE III FRONT (WEST) STAIRWAY, FREIGHT ELEVATOR, FLOOR STRIP TO SEPARATE WOMEN AND MEN, CUSTOM LOGO, BATHROOMS (EXISTING OR FUTURE), NEW KITCHEN QUARRY TILE AND BASE AS IT IS BID WITH BUILDING AND DESIGN, BACK STAIRS THEMSELVES (ONLY LANDINGS) ETC...

WE HAVE INCLUDED TEAROUT AND DISPOSAL OF TOP VISIBLE LAYER OF FLOORING EVERYWHERE (EXCEPT ASBESTAS AREAS); HOWEVER, ANY UNFORESEEN FLOORING UNDERNEATH CURRENT LAYER IS NOT INCLUDED. TEAROUT AND DISPOSAL BID IS \$1200.00

WE HAVE INCLUDED STANDARD FLOOR PREP WITH MATERIALS; HOWEVER, ANY UNFORESEEN FLOOR PROBLEMS AND/OR PREP ARE NOT INCLUDED.

BID BASED ON CARPET IN ONLY 2 OFFICES, ELEVATOR AND BACK STAIRWELL LANDINGS (4).

BID BASED ON SAME VCT 12"x24" new Textile look in rectangular size bid with staggered install IN ALL OF MAIN, front foyer AND down front stopping at doorway, and NEW FOOD PANTRY.

**CARPET CREATIONS INC
FLOORING AMERICA
150 N WALSH DRIVE
CASPER, WY 82609**

Telephone: 307-234-6654 Fax: 307-234-0327

ES200897

ESTIMATE

Sold To
CLASS I CONSTRUCTION
594 S 4T5H AVENUE
RON 262-7220 FAX 265-1669
MILLS, WY 82644

Ship To
SALVATION ARMY
441 S CENTER
CASPER, WY 82601

Quote Date
08/27/12

Phone No
307-262-7220

PO Number
PH II REVISED 08-27-12

Quote Number
ES200897

Inventory	Style/Item	Color/Description	Quantity	Units
-----------	------------	-------------------	----------	-------

4" RUBBER BASE BID IN ALL VCT AREA AND ALL OF CARPET AREAS.

BLACK RUBBER TRANSITIONS BID AT ALL NECESSARY TRANSTIONS AND ON STAIRNOSING IN MAIN AREAS (BY MIDDLE NORTH DOOR).

NOT RESPONSIBLE FOR UNFORESEEN FLOOR PROBLEMS

THANK YOU FOR CHOOSING Carpet Creations, Inc. we're Flooring America

~~08/27/12~~

~~1:25PM~~

Sales Representative(s):
TARA BOWDEN

Material:	9,419.40
Service:	6,883.75
Misc. Charges:	0.00
Sales Tax:	0.00
Misc. Tax:	0.00

x _____ DATE _____
APPROVAL TO PROCEED WITH QUOTE
BALANCE DUE UPON COMPLETION
FINANCE CHARGES OF 1.5%/MONTH (18% ANNUM) WILL BE CHARGED
ON ACCOUNTS OVER 30 DAYS

ESTIMATE TOTAL: \$16,303.15

Enviro Engineering, Inc.

P.O. Box 211
Casper, Wyoming 82602
307-266-2299
Fax 307-266-2303
enviroenginc@yahoo.com
August 5, 2011

The Salvation Army
Goodstein Center for Hope
Attn: Major Randy Kinnamon
P.O. Box 2948
Casper, WY 82602

Re: Bid Proposal - EEI #112185
Asbestos Abatement
Goodstein Center for Hope
441 S. Center
Casper, Wyoming

Dear Major Kinnamon:

Enviro Engineering, Inc. proposes to furnish labor, equipment, material, asbestos specific true occurrence liability insurance and OSHA required personal air monitoring for the following project:

1. Removal and disposal of approximately 2,500 square feet of carpet, carpet mastic and floor tile mastic in the lobby/dining area and three offices in the referenced facility.
2. Removal and disposal of 12X12 floor tile and mastic located on the emergency exit stairwell landings.
3. Removal and disposal of carpet, floor tile and mastic in the supply room by the employee entrance.
4. Client to furnish electricity and water for the project.
5. Disposal of the removed friable material will be at the Denver Arapahoe Disposal Site in Aurora, Colorado.
6. Disposal of the non-friable material will be at the Casper Solid Waste Facility.

Bid Proposal \$9,785.00

* Third party final clearance air monitoring is not included in this bid proposal. The time allotted for this project includes final clearance air monitoring.

All work will be performed by AHERA certified supervisors and workers in strict accordance with EPA, OSHA, and Wyoming DEQ regulations.

We thank you for the opportunity to submit this proposal. Please indicate your acceptance of this proposal by signing below and return one copy to us.

Sincerely,



Wm. C. Vandeventer

Authorized Signature

Date

Enviro Engineering, Inc.

P.O. Box 211
Casper, Wyoming 82602
307-266-2299
Fax 307-266-2303
enviroenginc@yahoo.com
May 22, 2012

Re: EEI #112185
Asbestos Abatement Work Plan
441 Center Street
Casper, Wyoming

The following work plan will be utilized in removing the asbestos containing material from the referenced property:

WORK PLAN

1. The Wyoming Department of Environmental Quality will be notified a minimum of 10 working days before the project is initiated.
2. Prepare the site. Post appropriate signs.
3. The certified supervisor will manage the project, and also serve as the point of contact. All project personnel will have appropriate certifications for asbestos abatement. Copies of certifications and physicals will be on site. Appropriate respirators and protective clothing will be used.
4. The work area will be isolated using 6 mil poly sheeting creating temporary barriers.
5. Pre-clean all surfaces in the work area with a HEPA vac and wet wipe. All surfaces other than the work area will be covered with 6 mil poly.
6. Negative air machines will be installed and run continuously throughout the duration of the project.
7. The carpet, carpet mastic and asbestos containing material will be removed.
8. The removed material will be placed into marked 6 mil bags for disposal.
9. After the carpet, carpet mastic and asbestos containing materials are removed, the work area will be HEPA vacuumed and wet wiped. Duct tape residue will be removed where possible. All tools and equipment will be cleaned. All debris and residue will be treated as ACM and properly disposed of.
10. All containers or wrappings will have an asbestos danger label before removing from the work area.
11. All removed ACM will be stored in a secure facility prior to transportation to an approved disposal site.
12. The transportation of the project waste will be operated or escorted by certified personnel.
13. Disposal of the project waste will be at an approved disposal site with the original generator disposal manifest being returned to the owner. The disposal manifest will contain all the necessary project information.



CERTIFICATE OF LIABILITY INSURANCE

OP ID: 89

DATE (MM/DD/YYYY)

05/23/12

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Six & Geving Insurance Inc #4
 Denver Branch
 225 Union Blvd. #575
 Lakewood, CO 80228
 Sandra Aragon

720-962-0930
 720-962-0942

CONTACT NAME: **Shaleen Martin**
 PHONE (AC No.): **303-653-0023** FAX (AC No.): **720-962-0942**
 E-MAIL ADDRESS: **smartin@six-geving.com**
 PRODUCER CUSTOMER ID #: **ENVIR-3**

INSURED
Enviro Engineering, Inc.
 P.O. Box 211
 Casper, WY 82609

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Arch Specialty Ins Co	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

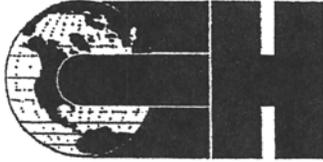
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE	TYPE OF INSURANCE	ADJUSTER (INSR) (W/O)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		12EMP4342407	11/17/11	11/17/12	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ DEFINITION \$					WC STATUTORY LIMITS... OTHER \$ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 Per Claim 2,000,000 Aggregate 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	12EMP4342407	11/17/11	11/17/12	
A	Pollution Coverage		12EMP4342407	11/17/11	11/17/12	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER SALVA-1 Salvation Army Goodstein Center For Hope 441 S. Center Casper, WY 82601	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

© 1988-2009 ACORD CORPORATION. All rights reserved.



Century Environmental Hygiene LLC

3201 E. Mulberry St, Unit C, Fort Collins, CO 80524

(970) 266-8000 (970) 266-0022 (Fax) www.centuryenvironmental.com

May 30, 2012

Class 1 Construction
Mr. Ron Skurok
594 S 4th Ave
Casper, WY 82604
Email: ras3570@bresnan.net

RE: Asbestos Clearance, Salvation Army, Casper WY

Dear Mr. Skurok,

Per your request, we are pleased to present this estimate to you for an asbestos clearance after abatement of 2,500 square feet of floor tile and mastic at the Salvation Army in Casper Wyoming.

Asbestos clearance, 1 containment, 5 pump PCM clearance, includes post visual inspection after abatement, onsite sampling time, travel costs and report
\$969.00

Additional containments Add \$100.00 per each additional

If over 5 pumps needed for 1 containment Add \$100.00

Please let us know if you have any questions. We look forward to working with you.

Sincerely,

Claire Turney
Office Manager

Proposal Accepted:

Signature

Printed Name

Date

Ron Skurok

From: "Claire Turney" <claire@centuryenvironmental.com>
To: <ras3570@bresnan.net>
Sent: Wednesday, May 30, 2012 1:47 PM
Attach: Class 1 Const Salvation Army Casper ACM clear proposal.pdf
Subject: Salvation Army Casper clearance proposal

Greetings! Here is the asbestos clearance proposal for the abatement to be done at the Salvation Army in Casper WY. Let us know if you have any questions!

Have a great day,

Claire Turney
Office Manager



Century Environmental Hygiene, LLC
3201 E. Mulberry St, Unit C
Fort Collins, CO 80524
970-266-8000 PH
970-266-0022 FX
claire@centuryenvironmental.com

This e-mail transmission may contain information that is privileged, confidential, or otherwise protected from disclosure. Any review, dissemination or use of this transmission or any of its contents by persons other than the addressee is strictly prohibited.



PROPOSAL SHEET

Customer Information: Name: Class 1 Construction Date: 2/22/12
 Address: 441 S. Center Hope Center
 Phone: 265-1669 Cell 262-7220 Fax: 265-1669

Work Description Update on Bid for interior painting of Hope Center
only →
Phase 1: Upstairs - 7,500^{sq}
Phase 2: Main floor - 10,000^{sq}
Phase 3: Stairwells - 6,000^{sq}

- Labor Cost Determination: _____
- Non-Painting Prices (per bid)
 - Little Prep: Washing and/or filling small holes. Add .10 per sq. ft.
 - Medium Prep: Scraping, Caulking, Spot sanding. Add .30 per sq. ft.
 - Extensive Prep: Severe peeling, Caulking large cracks and holes! Add .60 per sq. ft.

Other: _____

- Spot Prime 10 per sq. ft.
- One coat 50 per sq. ft.
- Two coats \$1.00 per sq. ft.
- Three coats \$1.50 per sq. ft.
- Adjustments made according to trim work involved.

LABOR _____

There are two factors to consider when determining the cost of paint. Quality of materials used is the biggest factor in determining costs. Pinnacle Paint uses only the highest quality products in bringing you the service you deserve. Total surface area is the other main factor in determining total paint cost. On average, a gallon of paint covers approximately 300 sq. feet.

Paint / Material cost Determination:

(Quality paints cost from \$25.00 to \$35.00 per gallon.) (Materials usually include: scraper blades, sandpaper, roller covers, caulking, etc.)

Total square feet: _____
 Gallons of primer: _____
 Gallons of paint: _____
 Other: _____

Paint type: _____
 Paint brand: _____
 Paint color: Main _____
 Trim _____
 Other _____

PAINT / MATERIALS _____

Total Labor Cost: _____
 Total Paint Cost: _____
TOTAL BID: \$23,500⁰⁰
 Other: _____
 Total Adjusted Bid: _____

**CUSTOMER SATISFACTION IS
100% GUARANTEED!**

Authorized Signature: [Signature]
Scott Ruskanen - Owner / Operator

Call: (307) 234-5926

the **BON** **YAGENCY** Insurance

EST. 1895

May 3, 2013

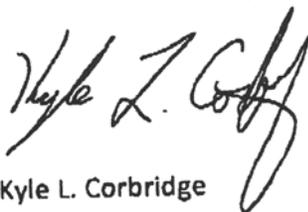
Ron Skurok
Class 1 Construction
594 S 4th Ave
Mills, WY 82604

Mr. Skurok,

We are pleased to inform you that your Payment & Performance Bond for the Salvation Army Hope Center remodel job has been approved. Once we receive payment in full we can issue that bond. Below is the cost of the bond.

Payment & Performance Bond: \$4,563.00

Thank you,



Kyle L. Corbridge
Vice President

BUSINESS AUTO HOME LIFE HEALTH BONDS ANNUITIES

P.O. Box 1729 CASPER, WY 82602 545 EAST 2nd St. PH (307) 234-4551 FAX (307) 237-2237
214 N. BROADWAY AVE. RIVERTON, WY 82501 PH (307) 856-8667 FAX (307) 856-1551



WS1693

CERTIFICATE OF INSURANCE

1/21/13

THE MOUNTAIN WEST FARM BUREAU MUTUAL INSURANCE COMPANY - 931 BOULDER DRIVE - LARAMIE WYOMING 82070 - ISSUES THIS CERTIFICATE AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THE INSURANCE AFFORDED IS SUBJECT TO ALL TERMS, EXCLUSIONS, AND CONDITIONS OF THE POLICIES. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CERTIFICATE ISSUED TO

INSURED NAME AND ADDRESS

|||||
NATRONA COUNTY BLDG INSPECTION
DON RAINES
200 N CENTER ST RM 205
CASPER WY 82601-1937

SKUROK RON
CLASS I CONSTRUCTION
594 S 4TH AVE
MILLS WY 82604-2558

POLICY NUMBER BPO03815 EFFECTIVE DATE 3/12/13 EXPIRATION DATE 3/12/14
AGENT 307 PATRICK TOFT 307 237-9700

TYPE OF INSURANCE	LIMITS OF LIABILITY
GENERAL LIABILITY OCCURRENCE BASIS	
LIABILITY & MEDICAL EXPENSES OCCURRENCE LIMIT	\$300,000
LIABILITY & MEDICAL EXPENSES GENERAL	\$600,000
AGGREGATE LIMIT	\$600,000
PRODUCTS/COMPLETED OPERATIONS AGGREGATE LIMIT	\$50,000
FIRE LEGAL LIABILITY LIMIT	ANY ONE FIRE
UNLESS A HIGHER LIMIT IS SHOWN FOR A SPECIFIC LOCATION IN	SECTION 1
MEDICAL EXPENSE LIMIT	\$5,000 ANY ONE PERSON
HIRED AUTOS	NOT COVERED
NON-OWNERSHIP	NOT COVERED
AUTOMOBILE LIABILITY	
AUTOS	NOT COVERED
EXCESS LIABILITY	
UMBRELLA FORM	\$ COMBINED SINGLE LIMIT
POLICY NUMBER _____	
GENERAL INFORMATION	
HAS SUBROGATION BEEN WAIVED? YES ___ NO <u>X</u>	
ADDITIONAL NAMED INSURED -	

WE WILL GIVE THE CERTIFICATE HOLDER 30 DAYS NOTICE IF THE POLICY IS CANCELED BY US OR IF WE MATERIALLY CHANGE COVERAGE DURING THE TERM OF THIS POLICY.

Dan Black
AUTHORIZED SIGNATURE

1/21/13
DATE ISSUED

**CITY OF CASPER -- OPTIONAL 1% #15
COMMUNITY PROJECTS**



Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be \$8 million, or \$2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

APPLICATION INSTRUCTIONS

RECEIVED

FEB 09 2015

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments:**

FUNDING AND EXPENDITURES

1. **Detailed Budget**: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. **Operation/Maintenance Cost Estimates**: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. **Capital Investment Maintenance/Replacement Plan**: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. **Cost Estimate Substantiation**: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. **Funding Timeline**: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. **Project Debt Disclosure**: List any existing project indebtedness and the purpose of such indebtedness.

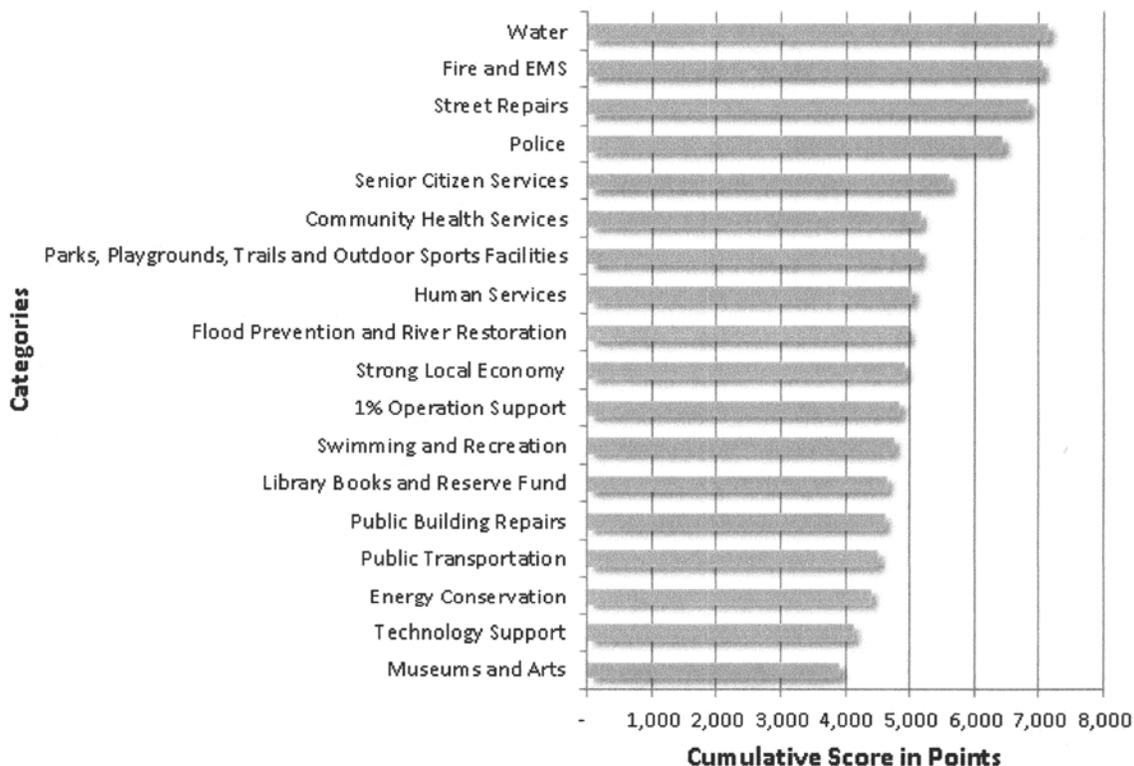
OTHER DOCUMENTATION

7. **Non-Profit Status**: Provide documentation of Non-profit tax exempt status (EIN number if available)
8. **Funding History**: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. **Needs Data**: Include any relevant data which supports the need for the project.
10. **Preliminary Design Documents**: Include design documents as applicable and available.



CITY OF CASPER PROJECT REQUIREMENTS and CRITERIA

- A. Applicant Status. Applicants must comply with Article 16, Section 6 of the Wyoming Constitution, and Section 15-1-111 of the Wyoming State Statutes (copy attached).
- B. Citizen Survey. The project must meet the priorities established in the One Cent Citizens' Survey.



- C. Operating Cost Escalation. The project must not increase the need for additional tax monies to pay for annual operating costs.
- D. Outside Funding. No Optional 1% #15 Sales Tax funding will be expended unless all outside funding is in place. Any material change in the availability of outside funding will require that the proposed project be reviewed by the City Council prior to the release or reallocation of funds. A project that does not receive Optional 1% #15 Sales Tax funding as a result of a delay in securing outside funding may be considered for funding in a future Optional Sales Tax cycle.
- E. Expenditure Delays. All monies not spent within the four-year time frame of the Optional 1% #15 Sales Tax, shall be reviewed by the City Council. These funds will either be reallocated for another purpose, or an extension may be given to the project.
- F. Project Cost Overruns. If the actual cost of a project exceeds the amount of the original estimates, then the project must be scaled back or additional funding provided from other non-City sources. Only the amount included in the approved allocation from the Optional 1% #15 Sales Tax will be available for the project.



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date 2/6/15

Total Amount of Optional 1% Sales Tax Funds Requested \$ 887,027.05

PROJECT DESCRIPTION

Project Name: Science Zone Museum Development

Name and Address of Sponsoring Organization/Agency: The Science Zone

111 W. Midwest Ave.

Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Steven Schnell
Executive Director
The Science Zone
111 W. Midwest Ave.
Casper, WY 82601

(307) 473-9663
Steven.schnell@thesciencezone.org

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The Science Zone is a nonprofit learning center and museum. With classes, camps, outreach, exhibits and special event activities, we strive to make STEM learning accessible to everyone.

Our mission: The Science Zone strives to be the premier science center in Central Wyoming by offering quality programming, educators, and exhibits. We provide high-interest, hands-on learning experiences for all ages, thereby making involvement in S.T.E.M. (*Science Technology Engineering Math*) an integral part of our patrons' lives.

The Science Zone is requesting funding to assist with the operational costs of providing high quality exhibits, programming, outreach, and youth development for 2015-2018.

We are requesting funding for five different areas: Outreach, Exhibits, Zoo Zone Animal Care, Professional Science Council, and Programs.

OUTREACH

Organizations throughout our community and state consistently ask us to participate in their events. In 2014, we did presentations and/or experiments at the: Fremont County Fair, Natrona County Public Library, Casper Touch a Truck, Wild Science conference in Jackson, MOPS Street Fair, Beartrap Music Festival, Family Day at Washington Park and many more events. If we can have an impact on the youth of the community, we commit to attending the event and provide hands-on science education for any event attendees. We rarely turn down any opportunity for assisting another organization in their event. We are requesting \$31,011.63 for the costs we incur from sending our educators and materials out to these community events. The more funding we have available for outreach, the more lives we are able to impact each year.

EXHIBITS

Ideally, we would like to host five traveling exhibits each calendar year to offer alternating educational content, particularly since there are no other STEM (Science Technology Engineering Math) museums in central Wyoming. In 2014, we hosted 2 traveling exhibits and built 4 of our own exhibits. The exhibits we host are thoughtfully developed by master exhibit builders from across the United States. We have built relationships with several of the exhibit providers, which gives us the benefit of discounted exhibit rental fees. However, with an average cost of \$15,000.00 per exhibit, we are limited in what we can offer each year. Assistance is desperately needed for us to be able to provide high-quality, interactive exhibits for the youth of Casper. We are requesting assistance in the amount of \$320,619.04 for the rental of traveling exhibits, as well as funds for creating and building some new exhibits of our own.

ZOO ZONE

The animals in our museum require constant care and attention to serve as healthy examples of species for visitors to observe and learn about. Food, heat lamps, and other supplies are required on a regular basis. Our animals provide visitors an opportunity to learn about basic biology and taxonomy, and classify vertebrates and invertebrates, those with skin or scales, etc. Our zoo includes reptiles, insects, fish, and amphibians. Our educators use our species to talk about food sources and the difference between carnivores, omnivores, and herbivores; visitors can then watch some animals be fed. Talks can be given about metamorphosis, then children can see a snake shedding its skin or a chameleon changing its color. On some occasions, we even allow visitors to handle certain animals who are more docile under the supervision of our trained staff. While we need funding for the ongoing care of these animals, one of our more immediate needs is enclosures that lock and secure our animals in a way that is not only desirable to the viewing public, but also keeps the animals and visitors safe. We have had instances where enclosures have been opened, resulting in animals' escapes. This is incredibly dangerous for the

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

For this request, there are no building or facility purchases required.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

In 2014, we saw nearly 30,000 visits to our museum, and through outreach, we served approximately 3,000 people. The majority of visitors are from Natrona County, while we do also serve as a tourist attraction for people from other areas visiting Casper. Most of our programs are targeted to children ages 3 -12, while our volunteer program is for older students aged 16-22. We offer scholarships for memberships to encourage access to the museum and our programs, regardless of a student's family income.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Each of these projects is crucial to the longevity of our museum. As a non-profit, we constantly seek grants, donations, and gift-in-kind to keep our museum running and improving. If funding is not provided by the 1% sales tax, we may be required to pare down our offerings.

Sources of Funding:

Admission to the museum and memberships are used to offset general operations; however, we strive to keep these fees low to ensure that access to our museum is available to all.

Grant monies from the Tonkin Foundation have already been applied for our Professional Science Council in the amount of \$12,000.00 for 2015.

We charge a nominal fee for camps and classes to support our programming budget. Each of these helps to offset the costs associated with each program but not all programs are self-sustaining. This is why we are asking for 60% of our programmatic funding instead of the full amount.

In 2014 we received a grant from the Joint Powers Board to support our Zoo Zone and some of our programs in the amount of about \$14,000.00.

Private Foundations like the Ruth Ellbogen Foundation, and the John P. Ellbogen Foundation have granted us money for our exhibits in 2014.

The City of Casper has also supported the Science Zone through a generous \$25,000 grant in 2014 for general operations.

We plan to apply to these various foundations and organizations annually for support of our museum for whichever program is deemed necessary.

Another large component to our funding comes from fundraising and individual contributions. As we try to grow we are expanding our funding reach each year. It is through this intricate combination of individual, private foundation, public foundation donations, class and admission fees that enable us to provide exemplary science education for our community.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

The funds requested should be utilized entirely within 2015- 2018.
In order to continue offering these same programs, we will require additional funding from future sales taxes or another source. We anticipate the funding amount will change based on our ever growing and changing museum.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Yes. Our project falls under the museums and arts category as outlined by the citizen survey. We are a science museum available for anyone and everyone to utilize.



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: Science Zone Museum Development

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$154,837.80	\$232,256.70	\$243,869.54	\$256,063.01
Grants:				
Private	\$30,000.00	\$31,500.00	\$33,075.00	\$34,728.75
Federal	\$60,954.00	\$64,001.70	\$67,201.79	\$70,561.87
State	\$25,000.00	\$26,250.00	\$27,562.50	\$28,940.63
*Donations (cash)	\$49,308.00	\$51,773.40	\$54,362.07	\$57,080.17
*Donations (in-kind)	\$20,000.00	\$21,000.00	\$22,050.00	\$23,152.50
Project Income	\$150,000.00	\$157,500.00	\$165,375.00	\$173,643.75
**Loans	\$ _____	\$ _____	\$ _____	\$ _____
 TOTAL FUNDING AVAILABLE	 \$492,114.80	\$586,297.80	\$615,512.89	\$646,188.68

* Please include donations of cash and/or in-kind materials and services.
 ** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Engineering/Architectural Fees
(Design/Construction Administration) \$ _____

• Contingency \$ _____

Land Costs \$ _____

Construction Costs (Labor and Materials) \$ _____

• Contingency \$ _____

Furnishings \$ _____

Equipment Acquisition \$ _____

TOTAL \$ _____

Estimated Annual Operating/Maintenance Costs \$ _____

Source of Funding for Operating Costs

• Please provide specific revenue source(s) to support this project

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

- (a) The governing body of any city or town may make appropriations from the city or town general fund for:
 - (i) Advertising the resources of the city or town;
 - (ii) Furthering its industrial development; or
 - (iii) Encouraging exhibits at fairs, expositions and conventions.
- (b) No appropriation may be for the express aid of any private citizen, firm or corporation.

Attachments

IRS Letter

Budget

Cost Substantiation Information

Funding Timeline

Funding History

Needs Data

 **IRS** Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 1000571086
Aug. 04, 2014 LTR 4168C 0
20-1780236 000000 00
Input Op: 0752251710 00035809
BODC: TE

SCIENCE ZONE
% WYSAC
111 W MIDWEST AVENUE
CASPER WY 82601-2423

044464

Employer Identification Number: 20-1780236
Person to Contact: CUSTOMER SERVICE
Toll Free Telephone Number: 1-877-829-5500

Dear SCIENCE ZONE :

This is in response to your July 24, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in FEBRUARY, 2005.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

Overall Budget

Outlined here are each of the five areas we are requesting support for and the increase each area will see over the next four years. This shows our total funding required for each area over the four years and the total funding request of \$887,027.05.

The Science Zone					
1% Funding Budget Request					
Item	2015 8 Month Request	2016	2017	2018	Totals
Outreach	\$ 5,413.33	\$ 8,120.00	\$ 8,526.00	\$ 8,952.30	\$ 31,011.63
Exhibits	\$ 55,966.67	\$ 83,950.00	\$ 88,147.50	\$ 92,554.88	\$ 320,619.04
Zoo Zone	\$ 8,841.93	\$ 13,262.90	\$ 13,926.05	\$ 14,622.35	\$ 50,653.23
Professional Science Council	\$ 24,296.67	\$ 36,445.00	\$ 38,267.25	\$ 40,180.61	\$ 139,189.53
Programs	\$ 60,319.20	\$ 90,478.80	\$ 95,002.74	\$ 99,752.88	\$ 345,553.62
TOTAL	\$ 154,837.81	\$ 232,256.70	\$ 243,869.54	\$ 256,063.01	\$ 887,027.05

Budget Narrative:

Each area pertaining to the request (outreach, exhibits, zoo zone, professional science council, and programs) has its own individual budget following. Each table shows budgets for one full year of operation. Since 2015 is only approximately an eight month funding cycle, we have pared down our request for 2015. Hence, our 2016 numbers will match the amounts in the budgets below. Following in 2017 and 2018 we are expecting 5% growth in our museum. The numbers reflect this increase in each of the areas. It is important to note the Zoo Zone budget has two one-time expenses totaling \$9,770.90 for new enclosures. Each year we anticipate spending significant amounts to either refurbish, update, maintain or expand our Zoo Zone. It is one of the highlight areas our patrons utilize, thus we opted to keep the funding for this particular area high to reflect our intentions for continual improvement.

Outreach Budget

2015 Science Zone Outreach Budget			
Event	Supplies	Staff Cost	Event Cost
Beartrap Music Festival	\$ 100.00	\$ 300.00	\$ 400.00
Casper College Conference	\$ 120.00	\$ 360.00	\$ 480.00
Date Night at the Museum	\$ 120.00	\$ 360.00	\$ 480.00
Elf Shop	\$ 30.00	\$ 90.00	\$ 120.00
Family Night @ Elementary School	\$ 300.00	\$ 900.00	\$ 1,200.00
First Night	\$ 150.00	\$ 450.00	\$ 600.00
Food For Thought Washington Park Event	\$ 40.00	\$ 120.00	\$ 160.00
Give Kids a Smile	\$ 40.00	\$ 120.00	\$ 160.00
Library Event	\$ 120.00	\$ 360.00	\$ 480.00
Loaf and Jug Carnival	\$ 40.00	\$ 120.00	\$ 160.00
MOPS Day	\$ 210.00	\$ 630.00	\$ 840.00
Nicolaysen Museum Event	\$ 20.00	\$ 60.00	\$ 80.00
Riverfest	\$ 70.00	\$ 210.00	\$ 280.00
Safe Kids Day	\$ 30.00	\$ 90.00	\$ 120.00
Touch a Truck	\$ 40.00	\$ 120.00	\$ 160.00
Trails Center Event	\$ 20.00	\$ 60.00	\$ 80.00
Vibes in the Park	\$ 60.00	\$ 180.00	\$ 240.00
Washington Park Family Day	\$ 90.00	\$ 270.00	\$ 360.00
Wild Science in Jackson WY	\$ 160.00	\$ 480.00	\$ 640.00
YMCA Carnival	\$ 120.00	\$ 360.00	\$ 480.00
Extra Outreach Event	\$ 150.00	\$ 450.00	\$ 600.00
TOTALS	\$ 2,030.00	\$ 6,090.00	\$ 8,120.00

2015 Exhibit Budget

Traveling Exhibit Budget	
Zula Patrol Exhibit Rental	\$10,000.00
Zula Patrol Exhibit Shipping	\$3,000.00
Zula Patrol Exhibit Set up	\$350.00
When the Earth Shakes Exhibit Reservation Fee	\$4,000.00
When the Earth Shakes Exhibit Rental	\$13,500.00
When the Earth Shakes Exhibit Shipping	\$3,500.00
When the Earth Shakes Exhibit Set up	\$350.00
Little Builders Rental	\$8,000.00
Little Builders Shipping	\$3,500.00
Little Builders Set up	\$350.00
Eat Well Play Well Rental	\$16,000.00
Eat Well Play Well Shipping	\$4,500.00
Eat Well Play Well Set up	\$400.00
Brain Teasers Rental	\$4,200.00
Brain Teasers Shipping	\$3,500.00
Brain Teasers Set up	\$300.00
SUBTOTAL	\$75,450.00

In House Exhibit Building Budget	
Spider Web Exhibit	\$ 2,500.00
Interactive Display for changing content	\$ 6,000.00
SUBTOTAL	\$ 8,500.00

TOATL Exhibit Expense	\$ 83,950.00
------------------------------	---------------------

2015 Zoo Zone Budget

Science Zone Zoo Zone Expenses			
General Maintenance			
Item	Cost	Amount	Total Cost
Ceramic Heat Lamps	\$ 8.00	20	\$ 160.00
Basking Lamps	\$ 8.00	40	\$ 320.00
Natural Light Lamps	\$ 15.00	12	\$ 180.00
Turtle Food	\$ 10.00	26	\$ 260.00
Snake Food	\$ 25.00	18	\$ 450.00
Greens for Animals	\$ 6.00	52	\$ 312.00
Filters	\$ 50.00	6	\$ 300.00
Crickets	\$ 35.00	26	\$ 910.00
Worms	\$ 10.00	26	\$ 260.00
Goldfish	\$ 5.00	26	\$ 130.00
Replacement Pumps	\$ 50.00	3	\$ 150.00
Replacement Light Fixtures	\$ 20.00	3	\$ 60.00
SUB TOTAL			\$ 3,492.00
Zoo Zone Enhancements			
Item	Cost	Amount	Total Cost
Lockable Reptile Enclosures 7 Animals	\$ 6,096.95	1	\$ 6,096.95
Lockable Reptile Enclosures 2 Large Animals	\$ 3,673.95	1	\$ 3,673.95
SUB TOTAL			\$ 9,770.90
TOTAL			\$ 13,262.90

2015 Professional Science Council Budget

Meeting Expenses				
Meals	\$75 / meal	4 per Month	12 months	\$ 3,600.00
Marketing				\$ 500.00
Trip Expenses	300/ trip		4/ year	\$ 1,200.00
			Sub Total	\$ 4,100.00
PSC Stipends				
PSC	Stipend Amount	# of Explainers	Months	
College PSC	\$ 100.00	8	12	\$ 9,600.00
High School PSC	\$ 75.00	11	12	\$ 9,900.00
			Sub Total	\$ 19,500.00
			Total PSC Expenses	\$ 23,600.00

In Kind Program Donations		
Volunteer Hours	Rate	Cost
100	\$12.00	\$1,200.00
Use of truck		\$75.00
Paint		\$300.00
Supplies		\$250.00
Food		\$300.00
Marketing		\$100.00
Community Volunteer time		\$100.00
Consultant Time		\$1,000.00
	Total In Kind	\$3,325.00

Associated Ancillary Program Costs					
PSC Salaries	Weekly Hours	Hourly Wage	Cost	x 52 weeks	
Salary 1	10	\$12.00	\$120.00	\$6,240.00	
Salary 2	10	\$12.00	\$120.00	\$6,240.00	
Salary 3	10	\$12.00	\$120.00	\$6,240.00	
Management	7% of Director's Salary				
Director Salary	\$2,800.00			\$2,800.00	
			SUB TOTAL	\$21,520.00	

Total PSC Expenses	\$ 48,445.00
---------------------------	---------------------

Funding Provided by Tonkin Foundation	\$ 12,000.00
Remaining Funding	\$ 36,445.00

2015 Programs Budget

Science Zone Program Budget			
Program	Payroll and Taxes	Supply	Total
After School Programs			
WYLD Science Afterschool	\$ 924.00	\$ 280.00	\$ 1,204.00
After School LEGO	\$ 6,969.60	\$ 1,008.00	\$ 7,977.60
Year Round Programs			
Wee Science	\$ 2,112.00	\$ 800.00	\$ 2,912.00
Mini STEM	\$ 1,056.00	\$ 400.00	\$ 1,456.00
Sci Girls Program	\$ 14,256.00	\$ 4,500.00	\$ 18,756.00
Mountain View Afterschool Program	\$ 12,566.40	\$ 2,800.00	\$ 15,366.40
Monthly Programs			
Family Science Night	\$ 1,425.60	\$ 360.00	\$ 1,785.60
Dissection Class	\$ 1,188.00	\$ 1,800.00	\$ 2,988.00
Night at the Museum	\$ 1,900.80	\$ 420.00	\$ 2,320.80
Adult Science Night	\$ 950.40	\$ 240.00	\$ 1,190.40
Special Programs			
Home School	\$ 4,276.80	\$ 1,620.00	\$ 5,896.80
Birthday Parties	\$ 7,603.20	\$ 480.00	\$ 8,083.20
Field Trips	\$ 55,440.00	\$ 16,800.00	\$ 72,240.00
NanoDays	\$ 633.60	\$ 100.00	\$ 733.60
Break Camps			
Winter Break Camp	\$ 158.40	\$ 40.00	\$ 198.40
Spring Break Camp	\$ 792.00	\$ 100.00	\$ 892.00
Summer Camps			
Platte River Camp	\$ 990.00	\$ 180.00	\$ 1,170.00
Herpetology Camp	\$ 495.00	\$ 60.00	\$ 555.00
Bird Camp	\$ 825.00	\$ 100.00	\$ 925.00
Summer LEGO	\$ 1,425.60	\$ 300.00	\$ 1,725.60
Geocaching	\$ 237.60	\$ 60.00	\$ 297.60
CSI Camp	\$ 316.80	\$ 60.00	\$ 376.80
Science Camp	\$ 1,267.20	\$ 480.00	\$ 1,747.20
TOTALS	\$ 117,810.00	\$ 32,988.00	\$ 150,798.00

Cost Substantiation Information

Exhibits will be rented from various exhibit manufacturers. Two of which are OMSI (Oregon Museum of Science and Industry) and NRG! Exhibits.

OMSI
Erica Washburn
Exhibition Tour Manager
Oregon Museum of Science and Industry
1945 SE Water Avenue
Portland Oregon 97214
O 503 797 4659 | F 503 239 7800
E ewashburn@omsi.edu | www.omsi.edu

NRG! Exhibits
Seth! Leary
NRG! Exhibits, LLC
10922 126th Place NE
Kirkland, WA 98033
425-827-7617 office
425-221-5527 cellular
www.nrg-exhibits.com

Regarding other expenses, salary, tax, program, etc. our bookkeepers would be able to verify the budgeted amounts based on their records and current budget projections.

Sara Osborne
Number Crunchers
(307) 265-0003
2121 E. 2nd Street Suite 100
Casper, WY 82601

Funding Timeline

The proposed project funds are required each year for us to offer the best possible programming, exhibits, outreach and overall experience for our community. We understand that for the first year the funds will not be distributed until March or April. Scaling back the first year is an option for us. We can seek other sources of funding to offset the costs for the first four months of the calendar year.

The prorated amount for 2015 is \$154,837.80.

Our organization would not require a lump sum of the monies; we can be flexible to what works best for the city in terms of distribution and plan our year accordingly.

If we were unable to ascertain the full requested amount for 2015, it would require us to either pare back our offerings, charge higher admission and program fees, look for more funding from a variety of sources or any combination of these options.

Each year we would expect to see growth of 5% in the amount required to assist with the development of our offerings and the Science Zone as a community staple.

Funding Timeline with 5% Increase				
Funding Source	2015	2016	2017	2018
1% Sales Tax	\$ 154,837.80	\$ 232,256.70	\$ 243,869.54	\$ 256,063.01
Private Grants	\$ 30,000.00	\$ 31,500.00	\$ 33,075.00	\$ 34,728.75
Federal Grants	\$ 60,954.00	\$ 64,001.70	\$ 67,201.79	\$ 70,561.87
State Grants	\$ 25,000.00	\$ 26,250.00	\$ 27,562.50	\$ 28,940.63
Cash Donations	\$ 49,308.00	\$ 51,773.40	\$ 54,362.07	\$ 57,080.17
In Kind Donations	\$ 20,000.00	\$ 21,000.00	\$ 22,050.00	\$ 23,152.50
Project Income	\$ 150,000.00	\$ 157,500.00	\$ 165,375.00	\$ 173,643.75
Total Funding Available	\$ 492,114.80	\$ 586,297.80	\$ 615,512.89	\$ 646,188.68

Funding History:

The Science Zone has not received any funding from the 1% sales tax prior.

Needs Data:

A 2014 study by John H. Falk looked at the impact of 17 science centers in 13 countries on their communities. In the report, they concluded that science centers enable their populations served to become more scientifically and technologically informed, engaged and literate.

“Results strongly supported the contention that individuals who used science centers were significantly more likely to be science and technology literate and engaged citizens.”

The Science Zone plays a crucial role in the development of young minds throughout our state. The United States has been falling behind in math and science compared to other industrialized nations. The US ranks 21 out of 23 countries in math and 17 out of 19 countries in problem solving ability (usnews.com). Only 16% of American high school seniors are proficient in math and interested in a STEM career (ed.gov). With these facts in mind, we see our role in the community as an imperative one. Our state and local communities rely heavily on those working in fields related to math and science. Focusing our resources on ensuring that community funds are spent fostering an interest in the areas of STEM is vital to the continued growth and longevity of our community.



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

RECEIVED

FEB 09 2015

Date February 5, 2015

Total Amount of Optional 1% Sales Tax Funds Requested **\$1,000,000**

PROJECT DESCRIPTION

Project Name: **Fighting Hunger. Feeding Hope.**

Name and Address of Sponsoring Organization/Agency: **Wyoming Food Bank of the Rockies; P.O. Box 116; 4976 Paige Street; Mills, WY 82644**

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Shanna Harris, Executive Director
P.O. Box 116
4976 Paige Street
Mills, WY 82644
sharris@foodbankrockies.org
307-232-4014

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

PROJECT NARRATIVE

The Wyoming Food Bank of the Rockies (WFBR) is the only Food Bank in Wyoming. WFBR is a branch of Food Bank of the Rockies located in Denver, Colorado. FBR is a partner with Feeding America, the nation's leading domestic hunger-relief charity.

The mission of Feeding America is to feed America's hungry through a nationwide network of member food banks and engage our country in the fight to end hunger. Each year, the Feeding America network provides food to more than 37 million low-income people facing hunger in the United States including more than 14 million children and nearly three million seniors. Their network of more than 200 food banks serves all 50 states, the District of Columbia and Puerto Rico, securing and distributing three billion pounds of food and grocery products annually. Those member food banks support approximately 61,000 local charitable agencies, which provide food directly to individuals and families in need.

The difference between a food bank and a food pantry is that a food *pantry* directly serves local residents who suffer from hunger and food insecurity. A food *bank* is the storehouse for millions of pounds of food and other products that go out to the community. The daily operation of a food bank consists of sourcing and gathering food, sorting and cataloging the food, then warehousing the inventory to be distributed to food pantries. Although food banks and food pantries are not the same, they do share the same commitment.

In 2004, executive staff and the board of directors of FBR determined there was a need for a food bank in Wyoming. Feeding America has a number of requirements before a branch becomes a food bank unto itself. Some of those include that the food bank (and their partner agencies) must demonstrate and practice food safety, have the ability to distribute food and be financially sustainable. The WFBR meets all of the requirements except being financially sustainable. Annually, we run a deficit between \$250,000 and \$500,000.

The FBR proceeded to locate a warehouse/office facility in Mills and over a 10 year period, have invested \$2,559,221 in our operation. This does not include the value of donated food that was utilized to create inventory. At the conclusion of our 2014 fiscal year, the WFBR distributed more than 8,257,870 pounds of food (6,881,558 meals) in Wyoming. We are on track to distribute over nine million pounds of food fiscal year 2014 – 2015. Of the 8,257,870 pounds distributed to our partner agencies in all 23 Wyoming counties, 2,071,413 pounds (1,726,177 meals annually, 4,729 meals daily and 25% of our statewide distribution) was distributed to 33 Casper food pantries and through our Mobile Pantry Program.

Our Project

Hunger and food insecurity affects 9,150 (12%) Natrona County residents. 17.1% are children and 12% are homeless. This statistic is staggering in a county like ours with its relatively stable economy and low unemployment. The characteristics that make the state unique can present real challenges to those who live at or below the poverty level. For those living on the edge, the first item to

be trimmed from the family budget is typically food. A full-time minimum wage earner averages \$16,000 per year which is slightly above the federal poverty level for a family of two. Nearly half of the households that receive supplemental food include at least one working adult.

Life can be precarious at any time. As we all know, in Wyoming the pendulum can swing both ways and this state is well known for its cyclical economic ups and downs. When the energy industry is in a boom cycle, the demand for basic needs (housing and food) increases and life is very difficult for some who work in certain industries. Many of the working poor are the people who provide our customer service, working on our highways, delivering our pizzas, taking care of our children, bagging our groceries and serving our food. The faces of hunger reflect our current tenuous times.

Conversely, when things slowdown in our community, that creates an even bigger demand for food. We have not seen the effects of the recent layoffs in our community due to the low price of oil but in anticipation, we expect the need for food to dramatically increase in Natrona County. Our partner hunger relief agencies depend on the WFBR as a reliable and consistent source of healthy, good quality low-cost food. Through our *Fighting Hunger, Feeding Hope Program*, we have access to grocery rescue and donated food sources; however, demand dictates we increase purchase of “center of the plate” food items while maintaining low overhead costs: 96¢ of every \$1.00 we receive goes toward the purchase/distribution of food.

Many of the local pantries are small with limited funds and increasing demand. They benefit from WFBR’s ability to leverage food purchases through our affiliation with the FBR in Denver and the national organization, Feeding America. WFBR also receives donated food under corporate/producer agreements, plus produce, bread, dairy and meat obtained through grocery rescue, which is made available to our local partners.

The Wyoming Food Bank of the Rockies is requesting local 1¢ funds in the amount of \$250,000 per year (total \$1,000,000) to help us sustain services to the food insecure in Casper.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

There will be no purchase of equipment for the project.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

Hunger and food insecurity affects 9,150 (12%) Natrona County residents. 17.1% are children and 12% are homeless and approximately 6,800 of these people live in the Casper city limits. These people are the working poor who struggle to pay for basic necessities like food, clothing, housing, childcare and transportation. For these people living on the edge, when household bills are due, children need school supplies, or prescriptions must be filled; the first item to be trimmed from the family budget is typically food. Sadly food is the most dispensable item on the list of household expenses.

We work with 33 pantries in Casper to distribute 2,071,413 pounds (25% of our statewide distribution). This amounts to 1,726,177 meals annually or 4,729 meals daily. We can alleviate hunger by ensuring that a steady stream of good quality healthy food is made available to those who need it most. We provide food to seniors, families and children.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Other funding sources include private donations, grants and support from the Colorado based FBR. If 1% Sales Tax funding is not available, or not available in the amount requested, the project will go forward although the amount of food available for distribution to pantries in Casper may not sufficient to feed those who are food insecure and the quality of food may decline.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

This project will last for four years of the funding cycle. We will continue to privately raise money to match the Optional Sales Tax.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

This project falls within two priorities of the Citizen's Survey: Senior Citizen Services and Human Services.

ATTACHMENTS

1. Detailed Budget
2. Estimate of food insecure people in Natrona County
3. Pounds of food distributed in Natrona County
4. Pounds of food distributed in Wyoming
5. Amount invested by Food Bank of the Rockies of Denver, Colorado into the Wyoming Food Bank of the Rockies in Mills, Wyoming

Wyoming Food Bank of the Rockies

Current Year Actuals vs Budget

Budget Projections for the Grant Period

	Current Year Actuals vs Budget				Budget Projections for the Grant Period			
	07/01/2014 thru 12/31/2014 YTD Actual	07/01/2014 thru 12/31/2014 YTD Budget	07-1-2014 thru 06/30/2015 Projections	2014-2015 Annual Budget	Year 1 of grant 07/01/2015 thru 12/31/2016 Projections	Year 2 of grant 07/01/2016 thru 12/31/2017 Projections	Year 3 of grant 07/01/2017 thru 12/31/2018 Projections	Year 3 of grant 07/01/2018 thru 12/31/2019 Projections
SUPPORT & REVENUE								
Agency Support Fees	76,949	84,000	153,898	168,000	168,000	171,360	174,787	178,283
Purchased Food	309,631	231,237	619,262	496,000	600,000	612,000	624,240	636,725
United Way-Allocations	10,800	12,504	21,600	25,000	25,000	25,500	26,010	26,530
Corporate	61,312	158,507	122,624	253,900	253,900	258,978	264,158	269,441
Private Foundations	43,018	104,213	86,036	300,000	300,000	306,000	312,120	318,362
Association	4,507	20,419	9,014	23,000	23,000	23,460	23,929	24,408
Individual	150,962	189,573	270,000	287,000	287,000	292,740	298,595	304,567
Special Events	8,203	5,000	8,203	5,000	5,000	5,100	5,202	5,306
Promotions		5,000	0	5,000	5,000	5,100	5,202	5,306
Commodities	154,875	181,500	309,750	300,000	300,000	306,000	312,120	318,362
NN	45,960	76,500	60,000	100,000	100,000	102,000	104,040	106,121
Municipal Gov't Grant Allocation	882	4,000	1,764	6,000	6,000	6,120	6,242	6,367
Interest	421	75	842	150	150	153	156	159
Other Income - One Cent Funds		3,000	0	3,000	250,000	250,000	250,000	250,000
Delivery Income	15,184	17,500	30,368	35,000	35,000	35,700	36,414	37,142
Donated Services & Materials	11,565		23,130					
Net Assets Released	36,891	42,500	73,782	85,000	80,000	81,600	83,232	84,897
REV BEFORE DONATED FOOD	931,159	1,135,528	1,790,273	2,092,050	2,438,050	2,481,811	2,526,447	2,571,976
Donated Food Distributed	5,058,096	5,058,096	10,116,192	8,944,000	9,500,000	9,500,000	9,500,000	9,500,000
TOTAL SUPPORT AND REV	5,989,255	6,193,624	11,906,465	11,036,050	11,938,050	11,981,811	12,026,447	12,071,976
EXPENSES								
SALARIES & BENEFITS								
Salaries-Full-Time	290,617	308,089	581,234	616,177	616,177	634,662	653,702	673,313
Salaries-Over-Time	18,966	12,500	37,932	25,000	25,000	25,750	26,523	27,318
Salaries-PTN Kids Cafe	62		124			0	0	0
Salaries-Bonuses	10,841	10,278	21,682	20,556	20,556	21,173	21,808	22,462
Employee Benefits-Annuity	5,353	7,761	10,706	15,522	15,522	15,988	16,467	16,961
Employee Benefits-Medical	32,808	48,555	65,616	103,204	103,204	108,364	111,615	114,964
Vision	521	723	1,042	1,508	1,508	1,583	1,663	1,746
Employee Benefits-Dental	2,425	3,318	4,850	6,901	6,901	7,246	7,608	7,989
Short Term Disability	1,749	2,067	3,498	4,238	4,238	4,450	4,672	4,906
Employee Benefits-Disability	2,088	2,487	4,176	5,103	5,103	5,358	5,626	5,907
Payroll Taxes-FICA	24,766	25,311	49,532	50,622	50,622	52,141	53,705	55,316
Payroll Taxes-Workmans Comp	5,942	6,435	11,884	12,870	12,870	13,256	13,654	14,063

Wyoming Food Bank of the Rockies

Budget Projections for the Grant Period

Current Year Actuals vs Budget

Year 1 of grant Year 2 of grant Year 3 of grant Year 3 of grant

	07/01/2014 thru 12/31/2014	07/01/2014 thru 12/31/2014	07-1-2014 thru 06/30/2015	2014-2015 Annual Budget	07/01/2015 thru 12/31/2016	07/01/2016 thru 12/31/2017	07/01/2017 thru 12/31/2018	07/01/2018 thru 12/31/2019
	YTD Actual	YTD Budget	Projections	Budget	Projections	Projections	Projections	Projections
Payroll Taxes-State Unemploy	3,439	3,772	6,878	11,196	11,196	11,532	11,878	12,234
Contract Labor	12,240	6,000	24,480	12,000	24,000	24,000	24,000	24,000
Contract Services	2,175	1,500	4,350	3,000	3,000	3,060	3,121	3,184
Employment Exp	8,950	4,000	17,900	8,000	8,000	8,160	8,323	8,490
Audit & Accounting	2,500	715	5,000	5,000	5,000	5,100	5,202	5,306
Public Relations	3,914	4,700	7,828	5,000	5,000	5,100	5,202	5,306
Conferences & Promo	43	2,000	86	3,000	3,000	3,060	3,121	3,184
Computer Support-Software	4,890	2,504	9,780	5,100	5,100	5,202	5,306	5,412
Computer Support-Hardware	130	125	260	250	250	255	260	265
Janitorial Contracts	4,889	4,350	9,778	8,700	8,700	8,874	9,051	9,233
Payroll Service	1,223	1,050	2,446	2,100	2,100	2,142	2,185	2,229
Bank & Visa Merchant Fees	310	80	620	160	160	163	166	170
Banking Fees	7		14			0	0	0
Office Supplies	4,511	4,320	9,022	8,640	8,640	8,813	8,989	9,169
Minor Equip Purchases	1,192	500	2,384	1,000	1,000	1,020	1,040	1,061
Telephone	6,019	7,500	12,038	15,000	15,000	15,300	15,606	15,918
Equipment R & M	6,472	6,000	12,944	12,000	12,000	12,240	12,485	12,734
Postage	6,498	5,000	12,996	10,000	10,000	10,200	10,404	10,612
Printing	120	1,101	240	2,201	2,201	2,245	2,290	2,336
Annual Report	27	14	54	27	27	28	28	29
Newsletter		500	0	1,000	1,000	1,020	1,040	1,061
Direct Mail Costs	22,696	41,790	45,392	83,579	83,579	85,251	86,956	88,695
Dues & Memberships	185	800	370	1,600	1,600	1,632	1,665	1,698
Business Licenses	88	38	176	75	75	77	78	80
Subscriptions	2,034	1,550	4,068	3,100	3,100	3,162	3,225	3,290
FBR Clothing	374	750	748	1,500	1,500	1,530	1,561	1,592
Freight Charges	53,210	32,067	106,420	64,134	64,134	65,417	66,725	68,060
Freight Contract	18,033	12,000	36,066	24,000	24,000	24,480	24,970	25,469
Vehicle-Fuel	88,635	86,758	177,270	173,515	173,515	176,985	180,525	184,136
Vehicle-Registration	4,609	6,000	9,218	12,000	12,000	12,240	12,485	12,734
Vehicle Lease	40,495	33,205	80,990	66,410	66,410	67,738	69,093	70,475
Vehicle-Other	686		1,372			0	0	0
Vehicle R & M	24,153	22,500	48,306	45,000	45,000	45,900	46,818	47,754
Public Service	10,715	10,000	21,430	20,000	20,000	20,400	20,808	21,224
Utilities-Water & Sewer	676	750	1,352	1,500	1,500	1,530	1,561	1,592
Waste Management	4,146	3,750	8,292	7,500	7,500	7,650	7,803	7,959
Property Taxes		80	0	159	159	162	165	169
Property Maintenance	8,431	7,773	16,862	15,545	15,545	15,856	16,173	16,496
Equip R & M	3,332	4,500	6,664	9,000	9,000	9,180	9,364	9,551
Leased Property - Short term	39,032	37,600	78,064	75,200	75,200	75,200	75,200	75,200

Wyoming Food Bank of the Rockies

Current Year Actuals vs Budget

Budget Projections for the Grant Period

	Current Year Actuals vs Budget				Budget Projections for the Grant Period			
	07/01/2014 thru 12/31/2014 YTD Actual	07/01/2014 thru 12/31/2014 YTD Budget	07-1-2014 thru 06/30/2015 Projections	2014-2015 Annual Budget	Year 1 of grant 07/01/2015 thru 12/31/2016 Projections	Year 2 of grant 07/01/2016 thru 12/31/2017 Projections	Year 3 of grant 07/01/2017 thru 12/31/2018 Projections	Year 3 of grant 07/01/2018 thru 12/31/2019 Projections
WAREHOUSE EXPENSE								
Warehouse Supplies	5,233	5,000	10,466	10,000	10,000	10,200	10,404	10,612
Small Tools	665		1,330			0	0	0
Pest Control & Supplies	1,788	1,350	3,576	2,700	2,700	2,754	2,809	2,865
Minor Equipment	2,973	1,500	5,946	3,000	3,000	3,060	3,121	3,184
Safety	130	1,295	260	2,590	2,590	2,642	2,695	2,749
INSURANCE								
Business	3,552	3,554	7,104	7,107	7,107	7,249	7,394	7,542
Vehicle	7,956	7,957	15,912	15,915	15,915	16,233	16,558	16,889
Directors & Officers	504	502	1,008	1,005	1,005	1,025	1,046	1,067
Volunteer	154	150	308	300	300	306	312	318
TRAVEL & TRAINING								
Airfare	25	2,000	50	4,000	4,000	4,080	4,162	4,245
Lodging	3,204	3,500	6,408	7,000	7,000	7,140	7,283	7,428
Conference Fees	705	1,250	1,410	2,500	2,500	2,550	2,601	2,653
Car Rental	110	1,250	220	2,500	2,500	2,550	2,601	2,653
Mileage	215	298	430	596	596	608	620	632
Meals - Travel	3,885	4,250	7,770	8,500	8,500	8,670	8,843	9,020
Meals - Other	1,914	3,450	3,828	6,900	6,900	7,038	7,179	7,322
Training	967	250	1,934	500	500	510	520	531
Misc Travel	21	225	42	450	450	459	468	478
INTEREST EXPENSE								
PURCHASED FOOD								
Purchased Food	292,700	242,426	585,400	520,000	590,000	601,800	613,836	626,113
FEEDING AMERICA MEMBERSHIP								
Feeding America Membership		2,496	4,992	4,992	4,992	4,992	4,992	4,992
SPECIAL EVENT EXPENSE								
Special Event Expense	3,029	1,000	3,029	1,000	3,029	3,090	3,151	3,214
PROMOTIONS								
Promotions-Development								
30th Anniversary Expenses								
FBR NUTRITION NETWORK								
Nutrition Network Program Costs	68,170	69,210	80,500	90,420	90,420	90,420	90,420	90,420

Wyoming Food Bank of the Rockies

Current Year Actuals vs Budget

Budget Projections for the Grant Period

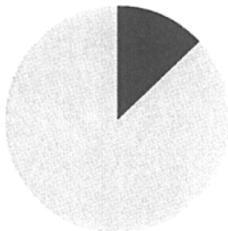
	Current Year Actuals vs Budget				Budget Projections for the Grant Period			
	07/01/2014 thru 12/31/2014 YTD Actual	07/01/2014 thru 12/31/2014 YTD Budget	07-1-2014 thru 06/30/2015 Projections	2014-2015 Annual Budget	Year 1 of grant 07/01/2015 thru 12/31/2016 Projections	Year 2 of grant 07/01/2016 thru 12/31/2017 Projections	Year 3 of grant 07/01/2017 thru 12/31/2018 Projections	Year 3 of grant 07/01/2018 thru 12/31/2019 Projections
DEPRECIATION								
Depreciation Expense	60,483	59,073	120,966	118,145	120,996	120,996	120,996	120,996
TOTAL EXPENSE BEFORE DONATED FOOD DIST	1,245,600	1,197,148	2,437,323	2,389,012	2,475,892	2,530,246	2,583,926	2,638,973
DONATED FOOD DISTRIBUTION								
Donated Food Distributed	5,058,096	5,058,096	10,116,192	8,944,000	9,500,000	9,500,000	9,500,000	9,500,000
TOTAL EXPENSES	6,303,696	6,255,244	12,553,515	11,333,012	11,975,892	12,030,246	12,083,926	12,138,973
CHANGE IN NET ASSETS	-314,441	-61,620	-647,050	-296,962	-37,842	-48,435	-57,479	-66,997



Wyoming



FOOD INSECURITY RATE

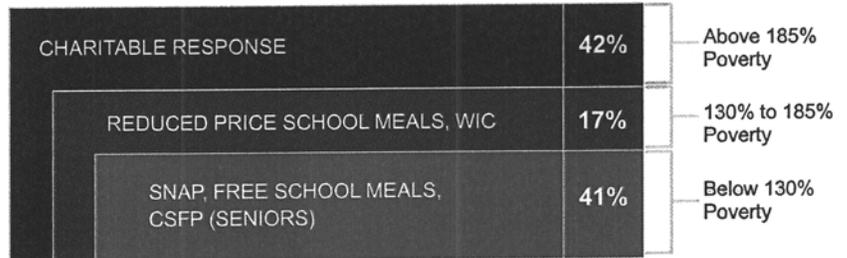


13.0% of state population

Number of food insecure people: **74,960**

National average food insecurity rate: 15.9%

ESTIMATED PROGRAM ELIGIBILITY AMONG FOOD INSECURE PEOPLE



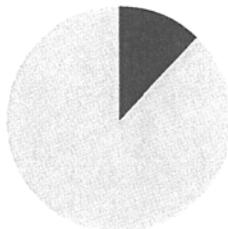
AVERAGE COST OF A MEAL

\$2.78

* National average cost of a meal is: \$2.74

Natrona

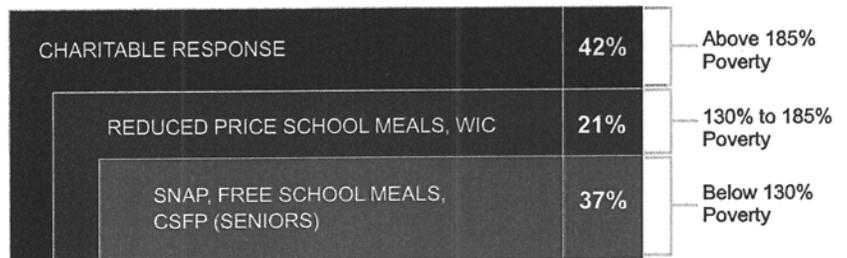
FOOD INSECURITY RATE



12.1% of county population

Number of food insecure people: **9,150**

ESTIMATED PROGRAM ELIGIBILITY AMONG FOOD INSECURE PEOPLE



AVERAGE COST OF A MEAL

\$2.78

* National average cost of a meal is: \$2.74

Hunger exists in every corner of the United States, but as Feeding America's Map the Meal Gap study shows, food insecurity looks different from one county to the next. In addition to providing data about the prevalence of food insecurity at the local level, Map the Meal Gap estimates the share of food insecure individuals who are income-eligible for federal anti-hunger programs and provides local variations in food costs. The study finds that many food insecure individuals do not qualify for federal nutrition programs and must rely on charitable food assistance, suggesting that complementary programs and strategies are necessary to reach food insecure individuals at different income levels. By providing information about hunger at the local level, Map the Meal Gap can help policymakers and service providers identify strategies to best reach those in need of assistance.



Visit feedingamerica.org/mapthegap for more information.
©2014 Feeding America. All rights reserved.

Due to rounding, totals range from 99-101%

Agency Name	Gross Weight (Lbs)
Alcova Community Church Food Pantry	4,015
ARC of Natrona County The	761
Calvary Baptist Church-Casper	4,823
Cent Wyo Rescue Miss-Indust	981
Central Wyo Rescue Miss-Park	12,534
Cent Wyo CC-Psych Rehab	10,793
Central Wyoming Hospice	12,930
Child Dev Center of Natrona	8,207
Faith Assembly of God	146,387
In Him Ministries of Casper, Wyoming	2,571
Holy Cross Center Inc	137,182
Holy Cross Center Inc-USDA	56,033
Joshua's Storehouse & Dist	353,926
WCFD-Casper EHS-Lifesteps	38
Natrona County Meals On Wheels	32,331
Our Saviors Lutheran Church	23,062
Restoration Fellowship-Casper	158,970
RESTORATION FELLOWSHIP-WY-USDA	24,990
The Salvation Army, a CA Corp-(Casper)	99,984
The Salvation Army, a CA Corp-(Casper)-USDA	61,071
Self Help-Safehouse	5,121
St. Marks Episcopal Church Food Closet	2,975
WFBR- PEOPLE SHARE-NATRONA	8,643
IREACH 2 Inc-Serenity	7,050
IREACH 2 Inc-Curtis	2,529
IREACH 2 Inc-Harmony	2,511
First Church of the Nazarene	33,166
College Heights Comm Cntr/Oasis	65,063
Evansville Baptist Church	40,349
Boyd Avenue Baptist Church	56,236
LOAVES & FISHES - CASPER	8,485
Harvest Fields Ministry	15,185
CHURCH OF CHRIST-CASPER	7,970
Set Free Ministry - Casper	141,270
Set Free Ministry - Casper - USDA	17,033
12-24 Club, Inc	825
Casper Family YMCA	39,633
Celebrate Recovery	30,173
Natrona County SD #1 -WYSLP	2,863
St. Anthony School -WYSLP	4,923
Youth Crisis Center -WYSLP	673
Community of Hope Church	15,650
Mountain View Baptist Church	127,946
Mountain View School Backpack Program	1,742
TEFAP distribution - Natrona County	321
Book and a Bite	15,322
First Christian Church	7,700
Poverty Resistance Food Pantry	443,828
St. Anthony Manor - MP	12,089
Legacy Senior Residences - MP	3,847
WFBR - Mobile Pantries - Natrona	28,779
First United Methodist Church	166
Natrona County 2014 - Total lbs.	2,301,651

FOOD BANK OF THE ROCKIES
POUNDS DISTRIBUTED WORKSHEET FY 2014
For Twelve Months Ended June 30, 2014

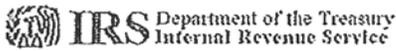
Pounds Distributed – Donated Inventory	JUNE 14	JUNE 13	YTD FY 2014	YTD FY 2013
Product Shipped at .00 lb.	2,506,228	1,465,326	20,379,030	17,633,960
Product Shipped from .02 thru .04 lb.	93,065	107,916	2,244,426	1,456,183
Product Shipped at .05 lb.	3,504	722,673	130,569	9,380,221
Product Shipped at .06 lb.	767,139		9,908,662	0
Product Shipped at .18 lb.	57,360	53,352	848,473	574,373
Product Shipped at Other Cost	33,596		317,933	0
Donated Total	3,460,892	2,349,267	33,829,092	29,044,913
Pounds Distributed – Purchased Food				
Purchased Food	290,821	364,496	5,876,586	6,518,735
Subtotal	3,751,713	2,713,763	39,705,678	35,563,648
TEFAP CO & WY	640,643	700,547	7,933,200	5,326,746
SLP CO & WY	4,016	26,378	2,649,417	2,918,009
CSFP	186,685	233,242	2,921,470	2,729,459
Subtotal	831,344	960,167	13,504,087	10,974,214
GRAND TOTAL	4,583,057	3,673,930	53,209,765	46,537,863
Main				
Agencies - Other	1,214,792	903,203	14,486,322	13,595,591
Agencies - People Share	448,913	273,339	4,367,213	3,702,113
Agencies - TEFAP	460,511	545,512	5,864,124	4,465,315
Mobile Pantry	353,175	207,915	3,596,736	3,571,231
Nutrition Network	98,922	163,005	2,344,092	1,722,822
SLP	0	490	1,290,349	1,813,458
A2H - Food Banks	701,057	306,527	4,676,063	3,292,825
CSFP - Denver & Misc Counties	186,685	233,242	2,921,470	2,729,459
Main Total	3,464,055	2,633,233	39,546,369	34,892,814
Western Slope				
Agencies - Donated	285,305	246,113	3,219,041	2,714,716
Agencies - Purchased Produce	34,764	33,862	687,536	911,491
Agencies - Nutrition Network	2,905		127,796	0
Agencies - TEFAP	103,826		871,561	0
Agencies - Mobile Pantry	22,146		310,839	0
Agencies - People Share	21,833	5,801	188,753	91,547
WS Total	470,779	285,776	5,405,526	3,717,754
Wyoming				
Agencies - Donated	471,889	528,368	4,925,499	4,914,852
Agencies - Nutrition Network	6,085		20,843	0
Agencies - Purchased Produce	53,562	45,630	605,215	787,849
Agencies - TEFAP	76,306	155,035	1,197,515	861,431
Agencies - SLP	4,016	25,888	1,359,068	1,104,551
Agencies - Mobile Pantry	11,626		77,160	0
Agencies - People Share	24,739	0	72,570	258,612
WY Total	648,223	754,921	8,257,870	7,927,295
GRAND TOTAL	4,583,057	3,673,930	53,209,765	46,537,863
Agency Support Fee	\$ 52,548	\$ 4,817	\$ 718,243	\$ 482,133
Number of Meals Served	3,580,513	2,870,258	41,570,129	36,357,705
FBR-Trash / Animal / Waste (QPR)	276,410	61,465	1,838,824	1,853,221

WYOMING

Fiscal Year	Net Loss	Back out Depreciation	(No Deprec.) Net Loss	Value of Donated Food	Fixed Assets
1st qtr 2015	\$ (191,063)	\$ 30,720	\$ (160,343)	\$ 2,747,262	\$ -
2014	\$ (479,947)	\$ 101,205	\$ (378,742)	\$ 8,582,652	\$ 18,059
2013	\$ (498,734)	\$ 81,811	\$ (416,923)	\$ 8,731,654	\$ 80,457
2012	\$ (142,992)	\$ 60,569	\$ (82,423)	\$ 5,022,894	\$ 21,323
2011	\$ (181,469)	\$ 62,208	\$ (119,261)	\$ 4,002,913	\$ 156,360
2010	\$ (54,319)	\$ 49,511	\$ (4,808)	\$ 3,671,492	\$ 18,336
2009	\$ (122,942)	\$ 53,873	\$ (69,069)	\$ 1,690,639	\$ 20,000
2008	\$ (36,797)	\$ 43,536	\$ 6,739	\$ 1,530,284	\$ 107,427
2007	\$ (141,609)	\$ 70,275	\$ (71,334)	\$ 1,918,610	\$ 77,701
2006	\$ (139,977)	\$ 40,959	\$ (99,018)	\$ 1,339,761	\$ 70,801
2005	\$ (127,669)	\$ 29,345	\$ (98,324)	\$ 1,450,648	\$ 495,251
	<u>\$ (2,117,518)</u>	<u>\$ 624,012</u>	<u>\$ (1,493,506)</u>	<u>\$ 40,688,809</u>	<u>\$ 1,065,715</u>

TOTAL INVESTMENT

Net loss (No Deprec)	\$ 1,493,506
Fixed assets	\$ 1,065,715
Donated Food	\$ 40,688,809
	<u>\$ 43,248,030</u>



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248344558
Apr. 10, 2012 LTR 4168C EO
84-0772672 000000 00

00015831
BODC: TE

FOOD BANK OF THE ROCKIES
10700 E 45TH AVE
DENVER CO 80239-2906



12578

Employer Identification Number: 84-0772672
Person to Contact: Mr. Burns
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Mar. 30, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in October 1984.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.



**OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION**

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

RECEIVED
FEB 06 2015

Date January 29, 2015

RECEIVED
FEB 06 2015

Total Amount of Optional 1% Sales Tax Funds Requested \$2 million over 4 years

PROJECT DESCRIPTION

Project Name: Wyoming Medical Center Foundation's Masterson Place Expansion Project

Name and Address of Sponsoring Organization/Agency: Wyoming Medical Center Foundation
1233 E. 2nd St., Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Alisha Havens, Development Director, Wyoming Medical Center Foundation

1233 E. 2nd St. Casper, WY 82601, ahavens@wyomingmedicalcenter.org (307) 577-2914

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Please see attached report. The report covers all sections of the application.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The Wyoming Medical Center Foundation will own the new facility.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: WMC Foundation Masterson Place Expansion Project

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$500,000	\$500,000	\$500,000	\$500,000
 Grants:				
Private	\$	\$	\$	\$
Federal	\$	\$	\$	\$
State	\$	\$	\$	\$
*Donations (cash)	<u>\$571,325</u>	<u>\$571,325</u>	<u>\$571,325</u>	<u>\$571,325</u>
*Donations (in-kind)	<u>\$218,593</u>	\$	\$	\$
Project Income	\$	\$	\$	\$
**Loans	\$825,000	\$	\$	\$
 TOTAL FUNDING AVAILABLE	 <u>\$2,114,918</u>	 <u>\$1,071,325</u>	 <u>\$1,071,325</u>	 <u>\$1,071,325</u>

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

- See attached for description.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

See attached estimated capital project costs provided by Haselden Construction.

Engineering/Architectural Fees
(Design/Construction Administration) \$ _____

• Contingency \$ _____

Land Costs \$ _____

Construction Costs (Labor and Materials) \$ _____

• Contingency \$ _____

Furnishings \$ _____

Equipment Acquisition \$ _____

TOTAL \$ _____

Estimated Annual Operating/Maintenance Costs \$ _____

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

See attached

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

- (a) The governing body of any city or town may make appropriations from the city or town general fund for:
 - (i) Advertising the resources of the city or town;
 - (ii) Furthering its industrial development; or
 - (iii) Encouraging exhibits at fairs, expositions and conventions.
- (b) No appropriation may be for the express aid of any private citizen, firm or corporation.

Project Narrative

Background Information

The Masterson Place continues to make the critical difference and touch lives every day as a “home away from home” for patients and families. The Masterson Place, located at 2325 E. Yellowstone Hwy. was built in the 1950s and was originally used as a motel. It was purchased by the Wyoming Medical Center (WMC) Foundation in 2001 to use as a hospitality home for patients and families needing a place to stay while receiving treatment in Casper. Each year, the Masterson Place serves 4,800 to 5,800 patients and families from most of Wyoming’s 23 counties. The Masterson Place is designed to provide an affordable place to stay when receiving medical care. The cost of many of the rooms are subsidized by medical providers, including WMC. Our goal is to ensure that a patient, who comes to Casper for medical purposes, has a safe and clean place to stay.

Since the purchase of the Masterson Place, the WMC Foundation Board of Directors has slowly remodeled different areas. However, more and more issues have been discovered with the aging facility. In the fall of 2014, the Natrona County Commissioners and the WMC Foundation were awarded a \$15,000 Community Development Block Grant (CDBG) to complete a feasibility study on building a new Masterson Place by the Wyoming Business Council (see attached completed feasibility study). The findings of the feasibility study have determined that due to access and safety for patients and guests, it’s in the best interest of the WMC Foundation to construct a new facility. While the WMC Foundation Board of Directors continues to make capital improvements every year on the Masterson Place, the age and overall structure of the current facility are failing our efforts. The feasibility study reviewed two locations for a new facility: the current location of the Masterson Place or four lots owned by the hospital off of Third Street to move the Masterson Place closer to the hospital.

The WMC Board of Directors voted to donate the four lots owned by the hospital off of Third Street to build a new Masterson Place tax assessed at \$218,593. Over the next two years the WMC Foundation plans to construct a 24,540 sq. ft. Masterson Place costing \$5.3 million to serve patients and families for decades to come.

Please view the attached DVD of two patient testimonials. This DVD provides a clear picture of the impact that the Masterson Place makes towards the patients we serve each day and why it is vital to build a new facility.

New Masterson Place Location and Schematic

Four lots, closer to the hospital that are owned by WMC located on Third and Washington streets were identified and voted on as the site for construction of a new Masterson Place.



	Address	Parcel #	Legal Description	Assessor's Value
A.	1131 E. Third St.	33791021700200	NATRONA HTS LOT 1 W 46.8 EXEMPT	\$61,551
B.	304 S. Washington St.	33791021700100	NATRONA HTS LOT 1 E 64 EXEMPT	\$111,307
C.	310 S. Washington St.	33791021700300	NATRONA HTS LOT 2 EXEMPT	\$21,272
D.	318 S. Washington St.	33791021700400	NATRONA HTS LOT 3 EXEMPT	\$24,463

****See Appendix B. for property tax and assessment information.**

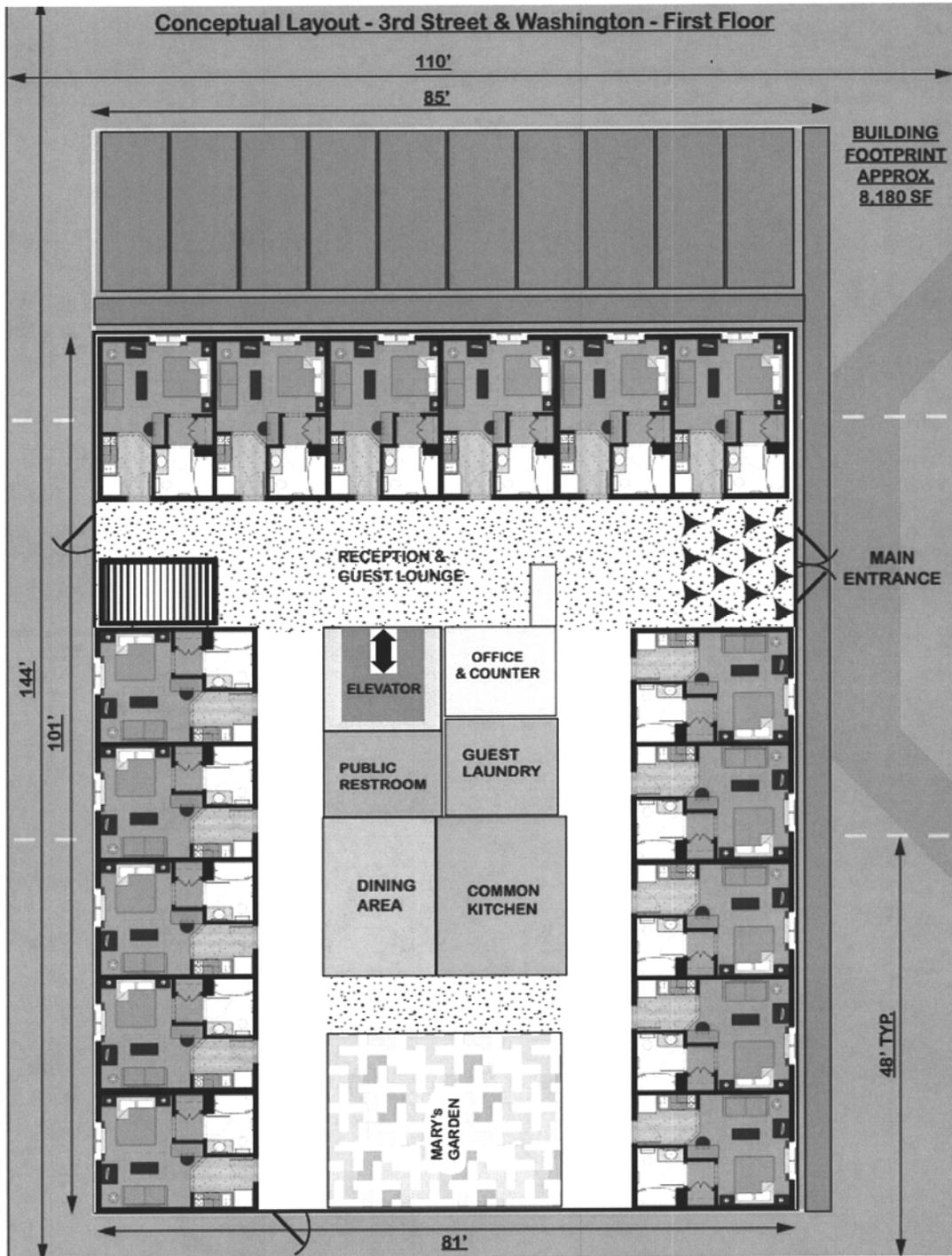
Total \$218,593

Amenities of a new Masterson Place

- 24,540 sq. ft. building costing \$5.3 million.
- 16 Guest Rooms: Each room will have a small kitchenette, seating area, bedroom and bathroom.
- Guest Amenities: Space would be dedicated to a lobby, guest-laundry, vending and outdoor area.
- Community Room: A large community room would be utilized for the Angels Cancer Care Program to host their monthly dinners, for alternative uses for patients/families and fellowship.
- Wyoming Medical Center Foundation Office Space

Conceptual Drawings of a new Masterson Place

The Foundation is currently working with Amundsen Associates to develop 3-D and conceptual drawings of a new Masterson Place. The Business Resource Group developed initial layouts of a new Masterson Place on the four lots donated.

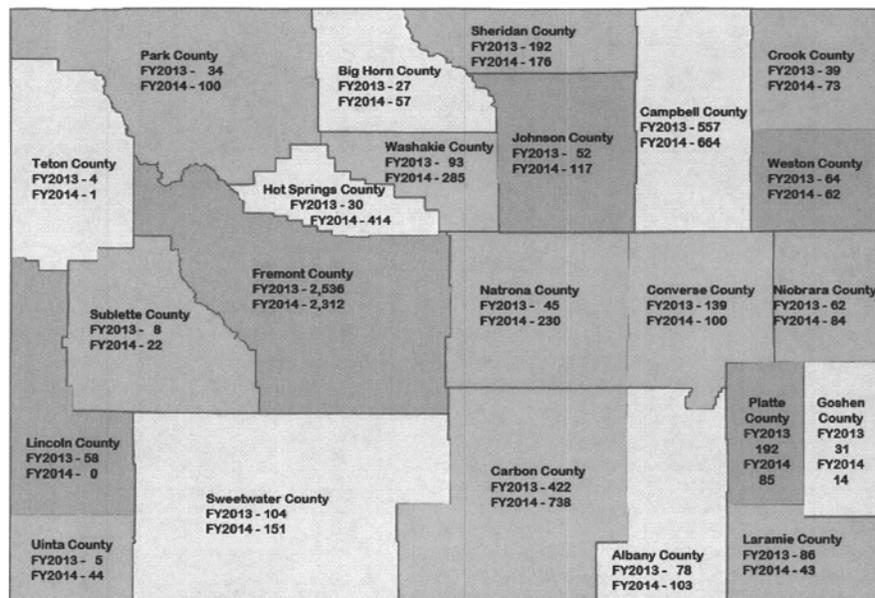


Ownership of Project

The Wyoming Medical Center and Wyoming Medical Center Foundation would have full ownership of the Masterson Place.

Population Served to be Served by Project

In FY14, the Masterson Place served a total of 5,736 patients and families from 22 Wyoming counties who travel to Casper needing treatment (see Appendix A, census data) Patients are predominately white, female, age 51-70 with 2 adults in the household. Their income range is split, 50 percent of respondents fell at \$0-\$25,000 and 50 percent earned \$25,000-\$40,000. The top reasons for utilization of the Masterson place were: illness or a family member in the hospital, surgery, cardiac procedure or cancer treatment (see Appendix B, guest survey data). Many of the patients who stay at the Masterson Place are low-income or Medicare/Medicaid patients that can't afford the going rate of a hotel room in Casper which averages \$85 to \$125. At a cost of \$40 per night, the Masterson Place is a comfortable and attractive refuge for those who need it most.



Each night, the Masterson Place gives three rooms to the hospital to utilize for patients and families in need without receiving revenue in return. Therefore, 1,095 rooms per year at an average rate of \$40, totaling \$43,800 annually- are given in-kind back to the hospital. Additionally, the Angels Cancer Care Program in partnership with the Wyoming Foundation for Cancer Care provided free rooms to over 783 cancer patients in 2014, \$31,320.

Funding Sources

The Wyoming Medical Center Foundation has been established since 1976. We pride ourselves on being able to raise funds for much needed projects that overall improve the health of our community. Other sources of funding include:

- **Private Donations:** The Wyoming Medical Center Foundation, John and Sue Masterson, the Masterson Family Foundation and other private contributors are committed to the project.
- **Public Donations:** The Natrona County Board of Commissioners are in full support of the Masterson Place project and have committed to providing County One Cent Funds for the infrastructure of the new site totaling \$80,000.
- **Donations In-Kind:** Donation of land by Wyoming Medical Center with a market value over the assessed value of \$218,593.
- **Loans:** The Wyoming Medical Center Foundation will sell its current property at 2325 E. Yellowstone for \$825,000 and apply for a bridge loan to start construction on a new facility. Once built, the Wyoming Medical Center Foundation will pay off the loan with the sale of the property.

If Optional 1% Tax funding is not available, the project must still go on. While the timeline for completion would be pushed back due to having to raise additional funds, for the health and safety of the patients/families the Masterson Place serves, a new facility is critical.

Proposed Completion

The WMC Foundation's goal is to have a new Masterson Place by the beginning of 2017. Once plans are completed and approved by the state, construction will begin.

Citizens' Survey

The Masterson Place meets the top One Cent Citizens' Survey as community priorities of Senior Citizen Services and Community Health Services. As stated earlier, the Masterson Place patients and families are predominately 51-70 years of age traveling to Casper to receive medical treatment. In 2014, the Masterson Place served a total of 783 cancer patients alone. These patients often times travel to Casper on Monday, stay at the Masterson Place for a week while receiving treatment and travel home on Fridays. One patient, Kathleen Stambaugh (see attached video) traveled to Casper from Sheridan and stayed at the Masterson Place for three months while receiving IV infusion for an infection. As well as Mary Scheible, pancreatic cancer patient from Thermopolis has been traveling to Casper and staying at the Masterson Place for two years while receiving treatment. The patients served at the Masterson Place would not be able to afford a hotel room every night while receiving treatment. It's vital for the health of the patients we serve to build to a new facility that directly meets the priorities established in the One Cent Citizens Survey.

Attached Appendixes

- A. Census Data
- B. Guest Survey Data

Funding and Expenditures Attachments

- 1.) Detailed Budget provided by Haselden Construction
- 2.) Operation/Maintenance Cost Estimates- Attached operations budget
- 3.) Capital Investment Maintenance/Replacement Plan
- 4.) Cost Estimate Substantiation
- 5.) Funding Timeline
- 6.) Project Debt Disclosure

Other Documentation

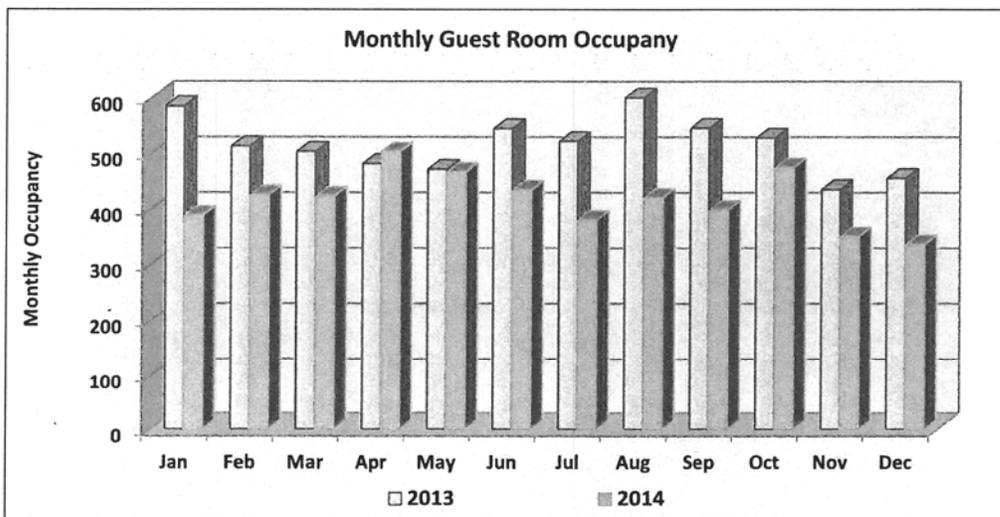
- 7.) Non-Profit Status
- 8.) Funding History
- 9.) Needs Data- Please refer to attached feasibility study
- 10.) Preliminary Design Documents- Please refer to attached feasibility study



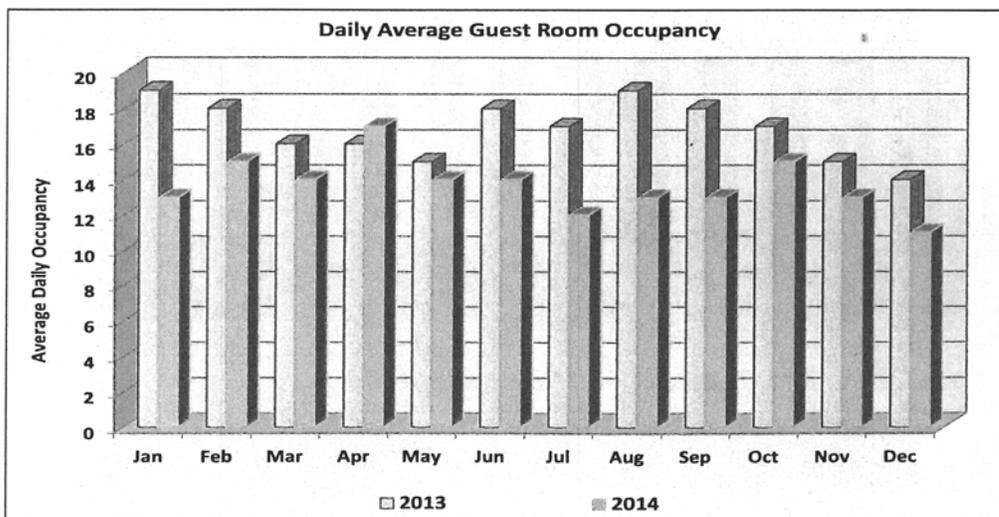
MASTERSON PLACE FEASIBILITY STUDY

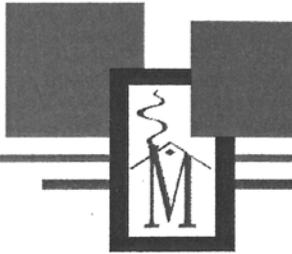
Masterson Place guest room occupancy in calendar year 2014, when compared to 2013 occupancy, indicates a slight overall decline. While BRG was not asked to analyze occupancy changes, this decline may be explained in part by increased medical treatment services being offered in the patient's home community and a reduction in the number of habitable rooms available at the existing Masterson Place facility.

2013-2014 MONTHLY GUEST OCCUPANCY COMPARISON

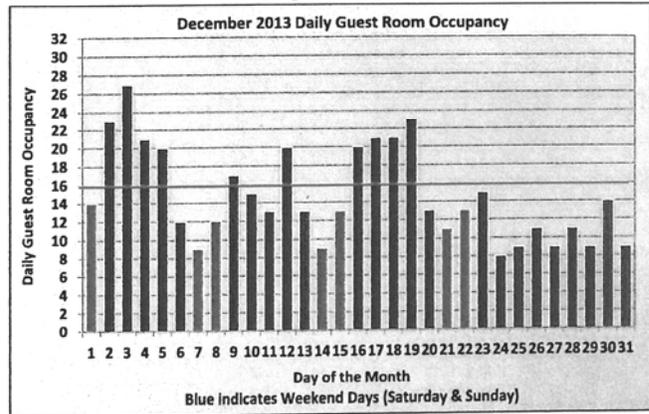
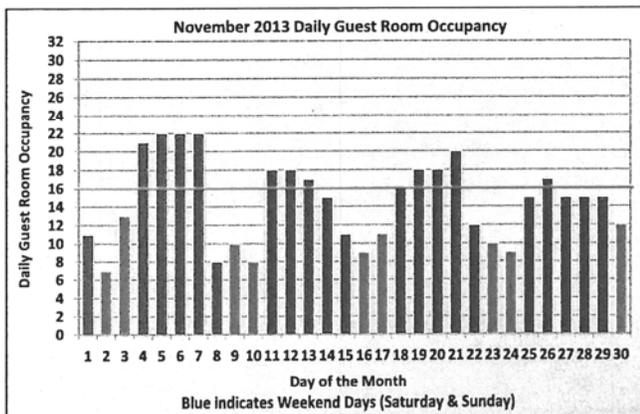
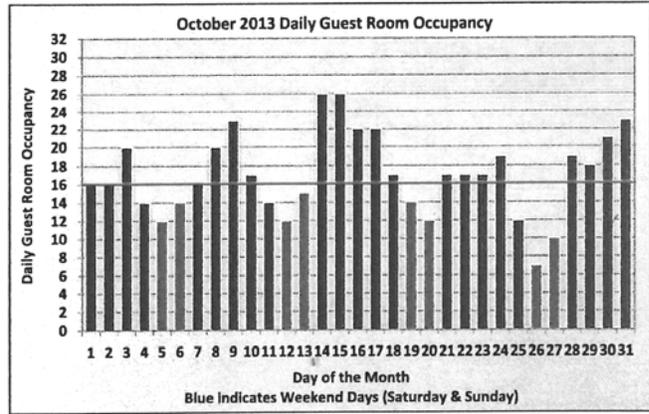
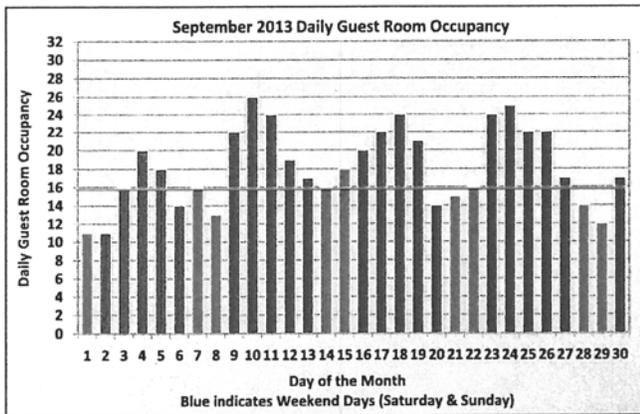
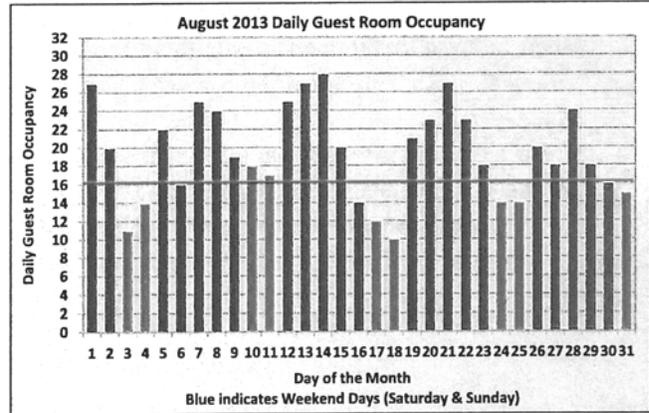
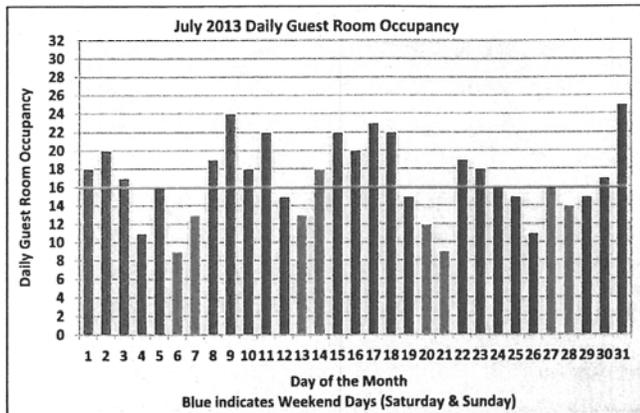


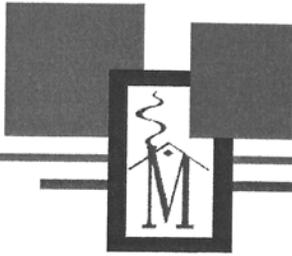
2013-2014 MONTHLY DAILY AVERAGE GUEST OCCUPANCY COMPARISON





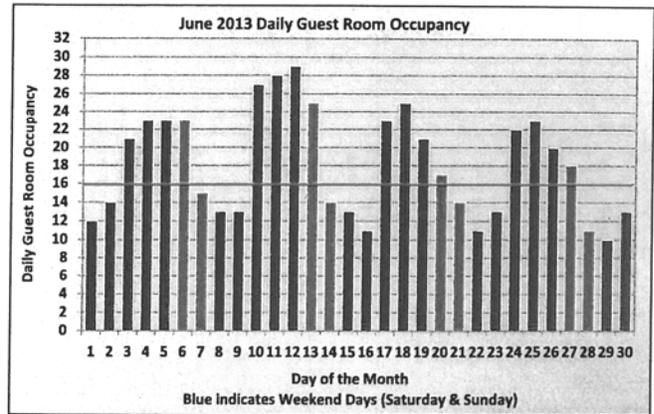
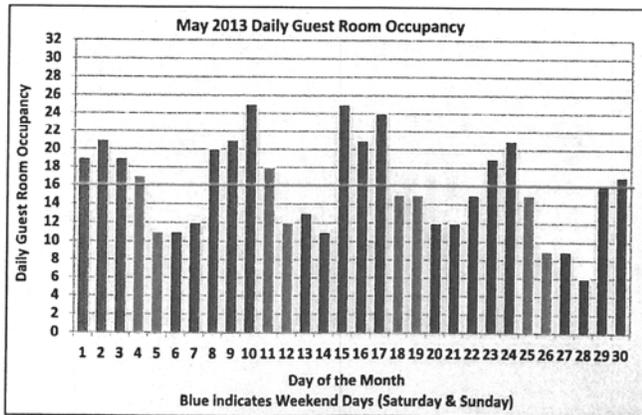
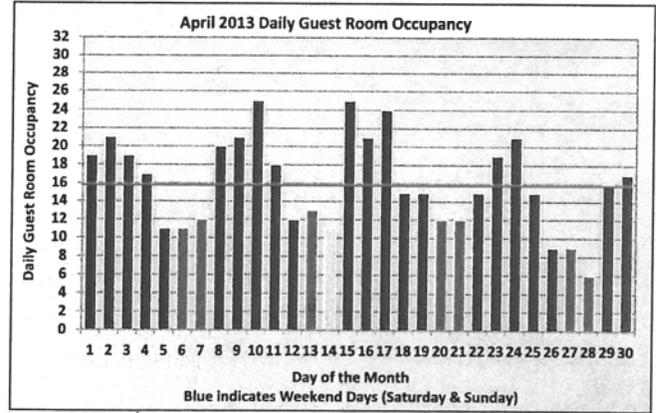
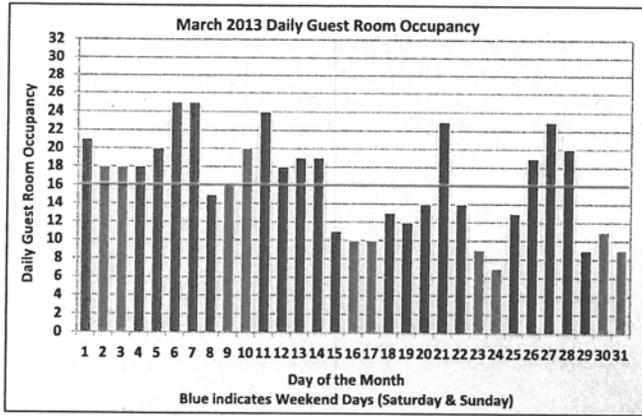
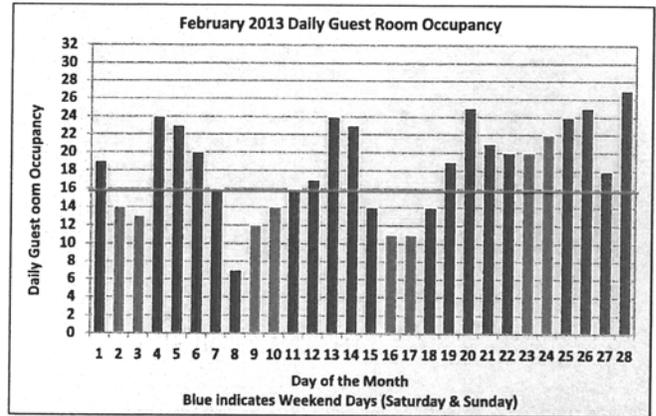
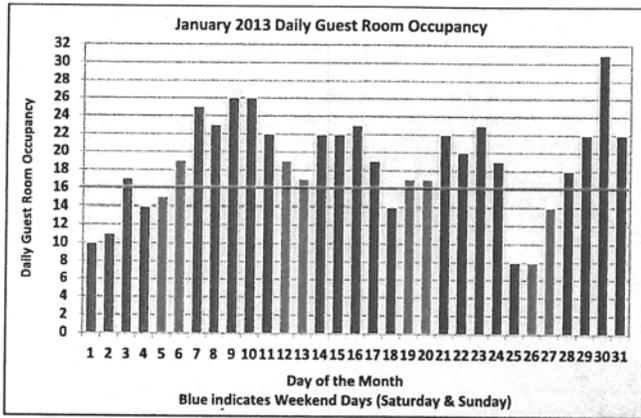
MASTERSON PLACE FEASIBILITY STUDY

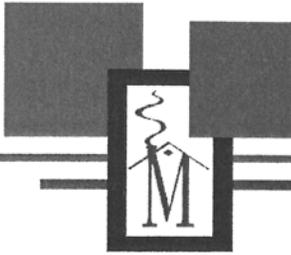




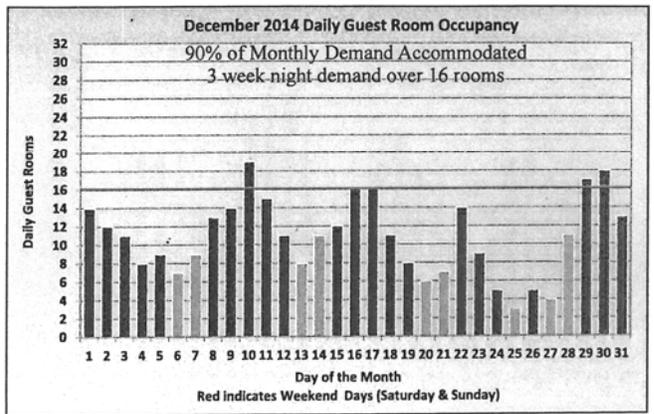
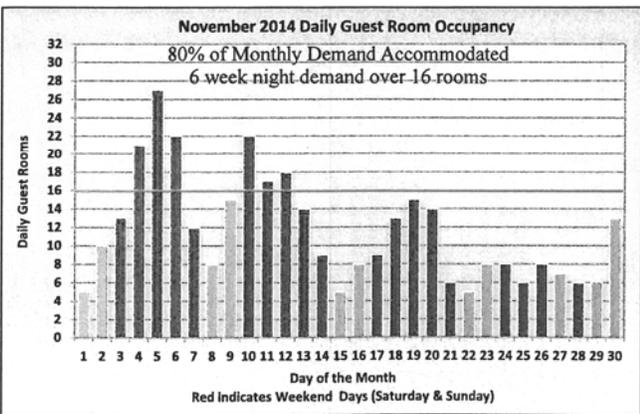
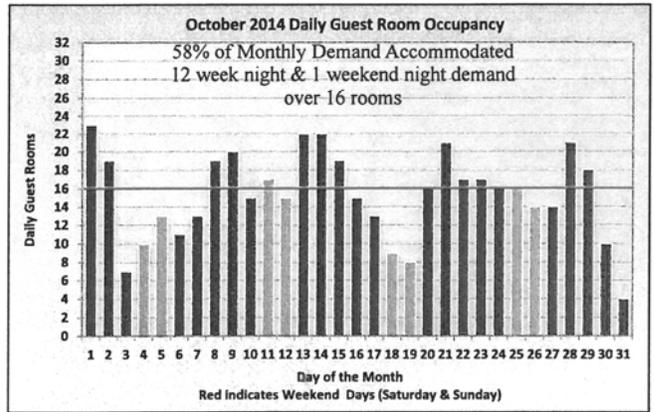
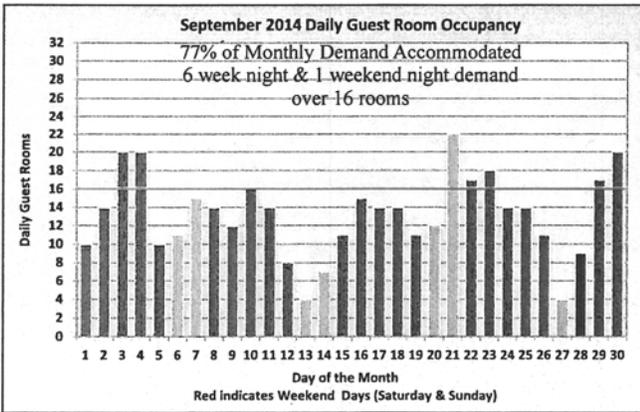
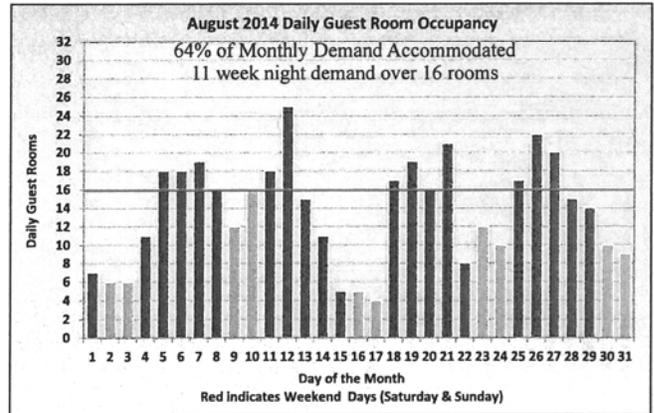
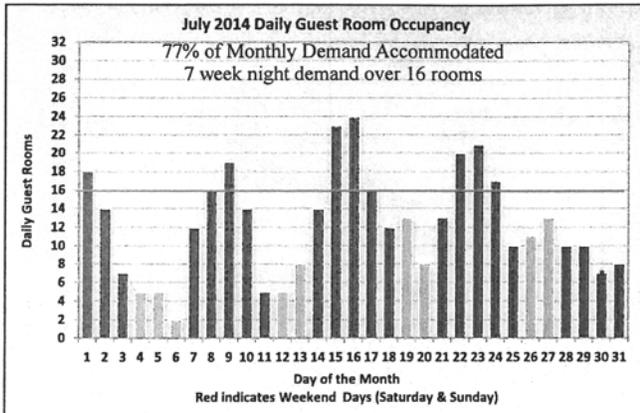
MASTERTSON PLACE FEASIBILITY STUDY

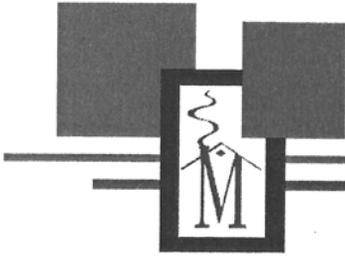
The below graphs depict 2013 day-to-day guest room occupancy by month for comparative purposes. Should guest room occupancy return to 2013 levels, Masterson Place may fully utilize the 10 multi-purpose rooms.





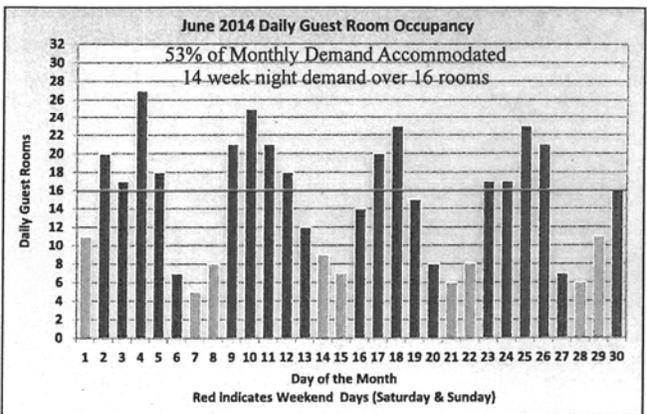
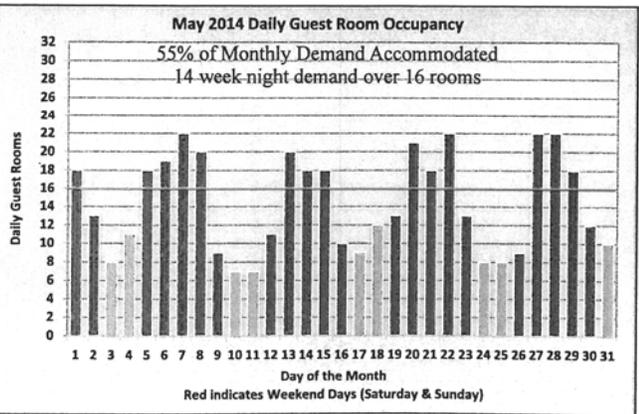
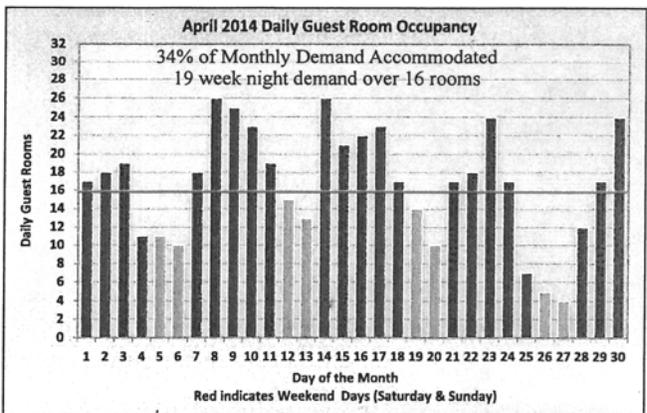
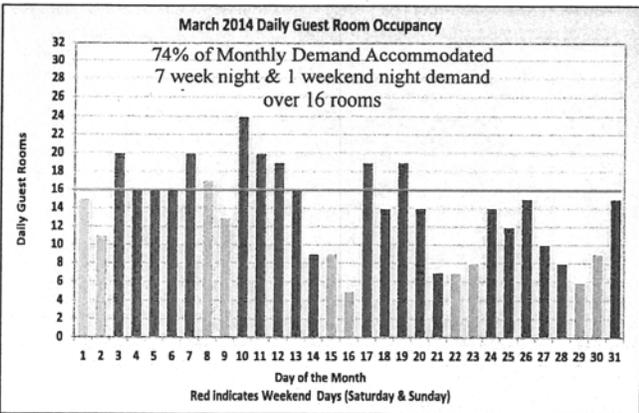
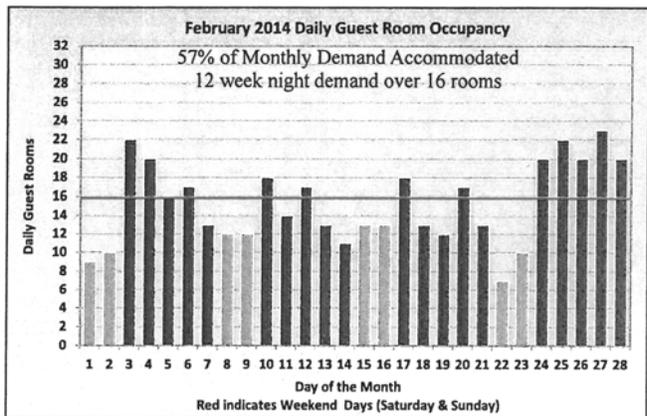
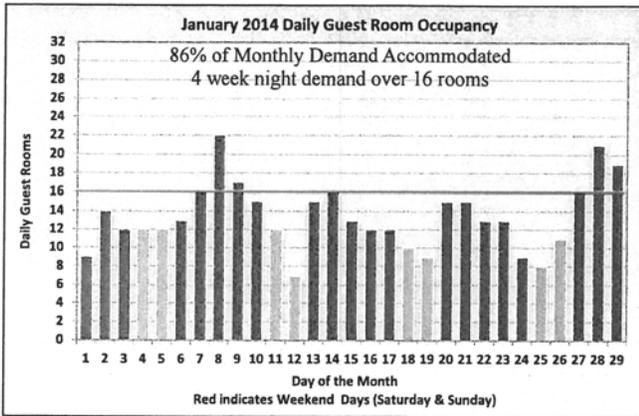
MASTERSON PLACE FEASIBILITY STUDY





MASTERSON PLACE FEASIBILITY STUDY

The below graphs depict day-to-day guest room occupancy by month. The red bar is placed at 16 rooms to illustrate daily guest room occupancy above and below the 16 dedicated guest rooms proposed for a new Masterson Place facility. The additional 10 multi-purpose rooms will be available to accommodate overflow.



Response to Masterson Place Survey

Guests completed the survey on a voluntary basis

Age:

18-30	31-40	41-50	51-60	61-70	71-80	81-90
36	60	91	153	197	171	33

Race:

White	Black	Hisp/Lat	Nat.Amer	Asian
655	4	21	77	1

Gender:

Male	Female
284	465

Number of adults in household:

1	2	3	4	5	6	7
234	315	51	8	2	4	1

Number of children in household:

1	2	3	4	5	6
45	42	27	10	11	1

Income Per Year: (in thousands)

0-25	25-40	40-55	55-70	70-85	85-100	100-125	125-150	150+
267	184	75	35	18	16	2	5	2

Proposed Funding Sources:

- **Private Donations:** The Wyoming Medical Center Foundation, John and Sue Masterson, the Masterson Family Foundation and other private contributors are committed to the project.
- **Public Donations:** The Natrona County Board of Commissioners are in full support of the Masterson Place project and have committed to providing County One Cent Funds for the infrastructure of the new site totaling \$80,000.
- **Donations In-Kind:** Donation of land by Wyoming Medical Center with a market value over the assessed value of \$218,593.
- **Loans:** The Wyoming Medical Center Foundation will sell its current property at 2325 E. Yellowstone for \$825,000 and apply for a bridge loan to start construction on a new facility. Once built, the Wyoming Medical Center Foundation will pay off the loan with the sale of the property.

Operation/Maintenance Cost Estimates

See attached operating budgets for the current Masterson Place for FY14 and FY15. The WMC Foundation feels the Operations/Maintenance expense of a new facility will be similar if not lower due to smaller number of rooms, building an energy efficient building and being newer construction.

	FY2014								
	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9
07811 NOP PROFESSIONAL FEES	(256)	(256)	(248)	(256)	(248)	(256)	(256)	(231)	(256)
07821 NOP PROFESSIONAL REGULAR	(2,872)	(2,872)	(2,780)	(2,872)	(2,780)	(2,872)	(2,872)	(2,594)	(2,872)
07823 PROFESSIONALS PERSONAL LEAVE	(298)	(298)	(288)	(298)	(288)	(298)	(298)	(269)	(298)
07829 NOP PROFESSIONALS OTHER INCENT	(104)	(104)	(100)	(104)	(100)	(104)	(104)	(94)	(104)
07831 PROFESSIONAL LUMP SUM	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
07844 NOP FOOD	(102)	(102)	(99)	(102)	(99)	(102)	(102)	(92)	(102)
07846 NOP HOUSEKEEPING SUPPLIES	(424)	(424)	(410)	(424)	(410)	(424)	(424)	(383)	(424)
07847 NOP LINEN REPLACEMENT	(255)	(255)	(247)	(255)	(247)	(255)	(255)	(230)	(255)
07849 INSURANCE	(1,309)	(1,309)	(1,267)	(1,309)	(1,267)	(1,309)	(1,309)	(1,182)	(1,309)
07855 VEHICLE EXPENSES	(213)	(213)	(207)	(213)	(207)	(213)	(213)	(193)	(213)
07856 NOP OFFICE SUPPLIES	(277)	(277)	(269)	(277)	(269)	(277)	(277)	(251)	(277)
07858 OTHER SUPPLIES	(365)	(365)	(353)	(365)	(353)	(365)	(365)	(329)	(365)
07860 NOP MAINTENANCE CONTRACTS	(1,868)	(1,868)	(1,808)	(1,868)	(1,808)	(1,868)	(1,868)	(1,688)	(1,868)
07861 NOP ELECTRICITY	(809)	(809)	(783)	(809)	(783)	(809)	(809)	(731)	(809)
07862 NOP HEATING GAS	(1,022)	(1,022)	(989)	(1,022)	(989)	(1,022)	(1,022)	(923)	(1,022)
07863 WATER/SEWAGE/SANITATION	(555)	(555)	(537)	(555)	(537)	(555)	(555)	(501)	(555)
07871 NOP CLERICAL REGULAR	(3,997)	(3,997)	(3,868)	(3,997)	(3,868)	(3,997)	(3,997)	(3,610)	(3,997)
07872 NOP CLERICAL OVERTIME	(70)	(70)	(68)	(70)	(68)	(70)	(70)	(63)	(70)
07873 NOP CLERICAL PERSONAL LEAVE	(472)	(472)	(457)	(472)	(457)	(472)	(472)	(426)	(472)
07874 NOP CLERICAL LUMP SUMS	(59)	(59)	(57)	(59)	(57)	(59)	(59)	(53)	(59)
07875 NOP CLERICAL SICK	(39)	(39)	(38)	(39)	(38)	(39)	(39)	(36)	(39)
07879 NOP CLERICAL OTHER INCENTIVES	(237)	(237)	(229)	(237)	(229)	(237)	(237)	(214)	(237)
07881 NOP SERVICE WORKERS REGULAR	(3,547)	(3,547)	(3,433)	(3,547)	(3,433)	(3,547)	(3,547)	(3,204)	(3,547)
07882 NOP SERVICE WORKERS OVERTIME	(14)	(14)	(13)	(14)	(13)	(14)	(14)	(12)	(14)
07883 NOP SERVICE WORKERS PERSONAL	(178)	(178)	(173)	(178)	(173)	(178)	(178)	(161)	(178)
07888 SERVICE WORKERS OTHER HOURS	(19)	(19)	(19)	(19)	(19)	(19)	(19)	(17)	(19)
07889 NOP SERVICE WORKERS OTH INCENTI	(160)	(160)	(155)	(160)	(155)	(160)	(160)	(144)	(160)
07974 MASTERSON INCOME	18,434	18,434	17,839	18,434	17,839	18,434	18,434	16,650	18,434
MASTERSON 9491	(1,090)	(1,090)	(1,055)	(1,090)	(1,055)	(1,090)	(1,090)	(985)	(1,090)

PLACE

	FY2014	FY2014	FY2014	FY2014
	Period 10	Period 11	Period 12	BUDGET
07811 NOP PROFESSIONAL FEES	(248)	(256)	(248)	(3,016)
07821 NOP PROFESSIONAL REGULAR	(2,780)	(2,872)	(2,780)	(33,818)
07823 PROFESSIONALS PERSONAL LEAVE	(288)	(298)	(288)	(3,508)
07829 NOP PROFESSIONALS OTHER INCENT	(100)	(104)	(100)	(1,221)
07831 PROFESSIONAL LUMP SUM	(1)	(1)	(1)	(13)
07844 NOP FOOD	(99)	(102)	(99)	(1,200)
07846 NOP HOUSEKEEPING SUPPLIES	(410)	(424)	(410)	(4,992)
07847 NOP LINEN REPLACEMENT	(247)	(255)	(247)	(3,000)
07849 INSURANCE	(1,267)	(1,309)	(1,267)	(15,410)
07855 VEHICLE EXPENSES	(207)	(213)	(207)	(2,514)
07856 NOP OFFICE SUPPLIES	(269)	(277)	(269)	(3,267)
07858 OTHER SUPPLIES	(353)	(365)	(353)	(4,295)
07860 NOP MAINTENANCE CONTRACTS	(1,808)	(1,868)	(1,808)	(22,000)
07861 NOP ELECTRICITY	(783)	(809)	(783)	(9,528)
07862 NOP HEATING GAS	(989)	(1,022)	(989)	(12,036)
07863 WATER/SEWAGE/SANITATION	(537)	(555)	(537)	(6,534)
07871 NOP CLERICAL REGULAR	(3,868)	(3,997)	(3,868)	(47,061)
07872 NOP CLERICAL OVERTIME	(68)	(70)	(68)	(822)
07873 NOP CLERICAL PERSONAL LEAVE	(457)	(472)	(457)	(5,557)
07874 NOP CLERICAL LUMP SUMS	(57)	(59)	(57)	(693)
07875 NOP CLERICAL SICK	(38)	(39)	(38)	(465)
07879 NOP CLERICAL OTHER INCENTIVES	(229)	(237)	(229)	(2,791)
07881 NOP SERVICE WORKERS REGULAR	(3,433)	(3,547)	(3,433)	(41,764)
07882 NOP SERVICE WORKERS OVERTIME	(13)	(14)	(13)	(160)
07883 NOP SERVICE WORKERS PERSONAL	(173)	(178)	(173)	(2,101)
07888 SERVICE WORKERS OTHER HOURS	(19)	(19)	(19)	(227)
07889 NOP SERVICE WORKERS OTH INCENTI	(155)	(160)	(155)	(1,883)
07974 MASTERSON INCOME	17,839	18,434	17,839	217,041
MASTERSON 9491	(1,055)	(1,090)	(1,055)	(12,834)

PLACE

	FY2015								
	BUDGET								
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
07821 NOP PROFESSIONAL REGULAR	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)
07823 PROFESSIONALS PERSONAL LEAVE	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)
07825 NOP PROFESSIONALS SICK	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)
07829 NOP PROFESSIONALS OTHER INCENT	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)
07844 NOP FOOD	(68)	(68)	(65)	(68)	(65)	(68)	(68)	(61)	(68)
07846 NOP HOUSEKEEPING SUPPLIES	(340)	(340)	(329)	(340)	(329)	(340)	(340)	(307)	(340)
07847 NOP LINEN REPLACEMENT	(170)	(170)	(164)	(170)	(164)	(170)	(170)	(153)	(170)
07849 INSURANCE	(85)	(85)	(82)	(85)	(82)	(85)	(85)	(77)	(85)
07855 VEHICLE EXPENSES	(170)	(170)	(164)	(170)	(164)	(170)	(170)	(153)	(170)
07856 NOP OFFICE SUPPLIES	(127)	(127)	(123)	(127)	(123)	(127)	(127)	(115)	(127)
07858 OTHER SUPPLIES	(255)	(255)	(247)	(255)	(247)	(255)	(255)	(230)	(255)
07860 NOP MAINTENANCE CONTRACTS	(1,699)	(1,699)	(1,644)	(1,699)	(1,644)	(1,699)	(1,699)	(1,534)	(1,699)
07861 NOP ELECTRICITY	(825)	(825)	(799)	(825)	(799)	(825)	(825)	(745)	(825)
07862 NOP HEATING GAS	(1,287)	(1,287)	(1,245)	(1,287)	(1,245)	(1,287)	(1,287)	(1,162)	(1,287)
07863 WATER/SEWAGE/SANITATION	(575)	(575)	(556)	(575)	(556)	(575)	(575)	(519)	(575)
07871 NOP CLERICAL REGULAR	(4,188)	(4,188)	(4,052)	(4,188)	(4,052)	(4,188)	(4,188)	(3,782)	(4,188)
07872 NOP CLERICAL OVERTIME	(15)	(15)	(15)	(15)	(15)	(15)	(15)	(14)	(15)
07873 NOP CLERICAL PERSONAL LEAVE	(116)	(116)	(112)	(116)	(112)	(116)	(116)	(105)	(116)
07875 NOP CLERICAL SICK	(145)	(145)	(141)	(145)	(141)	(145)	(145)	(131)	(145)
07879 NOP CLERICAL OTHER INCENTIVES	(226)	(226)	(219)	(226)	(219)	(226)	(226)	(204)	(226)
07881 NOP SERVICE WORKERS REGULAR	(5,579)	(5,579)	(5,399)	(5,579)	(5,399)	(5,579)	(5,579)	(5,039)	(5,579)
07883 NOP SERVICE WORKERS PERSONAL	(91)	(91)	(88)	(91)	(88)	(91)	(91)	(82)	(91)
07888 SERVICE WORKERS OTHER HOURS	(171)	(171)	(166)	(171)	(166)	(171)	(171)	(155)	(171)
07889 NOP SERVICE WORKERS OTH INCENTI	(200)	(200)	(193)	(200)	(193)	(200)	(200)	(181)	(200)
07974 MASTERSON INCOME	16,647	16,647	16,110	16,647	16,110	16,647	16,647	15,036	16,647
MASTERSON 9491	307	307	297	307	297	307	307	277	307

PLACE

	FY2015 BUDGET APR	FY2015 BUDGET MAY	FY2015 BUDGET JUN	FY2015 BUDGET
07821 NOP PROFESSIONAL REGULAR	(2)	(2)	(2)	(27)
07823 PROFESSIONALS PERSONAL LEAVE	(2)	(2)	(2)	(27)
07825 NOP PROFESSIONALS SICK	(2)	(2)	(2)	(27)
07829 NOP PROFESSIONALS OTHER INCENT	(2)	(2)	(2)	(27)
07844 NOP FOOD	(65)	(68)	(65)	(796)
07846 NOP HOUSEKEEPING SUPPLIES	(329)	(340)	(329)	(4,000)
07847 NOP LINEN REPLACEMENT	(164)	(170)	(164)	(2,000)
07849 INSURANCE	(82)	(85)	(82)	(1,000)
07855 VEHICLE EXPENSES	(164)	(170)	(164)	(2,000)
07856 NOP OFFICE SUPPLIES	(123)	(127)	(123)	(1,500)
07858 OTHER SUPPLIES	(247)	(255)	(247)	(3,000)
07860 NOP MAINTENANCE CONTRACTS	(1,644)	(1,699)	(1,644)	(20,000)
07861 NOP ELECTRICITY	(799)	(825)	(799)	(9,716)
07862 NOP HEATING GAS	(1,245)	(1,287)	(1,245)	(15,151)
07863 WATER/SEWAGE/SANITATION	(556)	(575)	(556)	(6,766)
07871 NOP CLERICAL REGULAR	(4,052)	(4,188)	(4,052)	(49,305)
07872 NOP CLERICAL OVERTIME	(15)	(15)	(15)	(178)
07873 NOP CLERICAL PERSONAL LEAVE	(112)	(116)	(112)	(1,368)
07875 NOP CLERICAL SICK	(141)	(145)	(141)	(1,709)
07879 NOP CLERICAL OTHER INCENTIVES	(219)	(226)	(219)	(2,661)
07881 NOP SERVICE WORKERS REGULAR	(5,399)	(5,579)	(5,399)	(65,689)
07883 NOP SERVICE WORKERS PERSONAL	(88)	(91)	(88)	(1,072)
07888 SERVICE WORKERS OTHER HOURS	(166)	(171)	(166)	(2,014)
07889 NOP SERVICE WORKERS OTH INCENTI	(193)	(200)	(193)	(2,353)
07974 MASTERSON INCOME	16,110	16,647	16,110	196,000
MASTERSON 9491	297	307	297	3,614

PLACE

**Attachment 3
Capital Investment
Maintenance/Replacement Plan**

Capital Investment Maintenance/Replacement Plan:

The Wyoming Medical Center Foundation has two separate capital funds for maintenance and capital replacement items for the Masterson Place. The Masterson Place Small Capital Fund and Masterson Place Large Capital Fund are attached for review. Both restricted funds total \$148,112 and are funded by annual donations to the Masterson Place.

WYOMING MEDICAL CENTER FOUNDATION, INC.
 FINANCIAL ACTIVITIES & CHANGE IN NET ASSETS
 MASTERSON PLACE - SMALL CAPITAL FUND
 MONTHS ENDED NOVEMBER 30, 2014

	NOVEMBER	YTD
	FY 2015	FY 2015
Unrestricted Revenues		
Contributions	-	-
Investment income	-	-
Other revenue	-	-
Net assets released from restriction	-	-
	-	-
Total unrestricted revenue	-	-
Expenses		
Projects	-	-
Masterson Place	-	-
Management and general		
Salaries and benefits	-	-
Investment management fees	-	-
Income taxes	-	-
Other	-	-
	-	-
Total expenses	-	-
Unrestricted Net Assets		
Revenues in excess of (less than) expenses	-	-
Change in unrealized gains and losses on investments	-	-
	-	-
Increase (decrease) in unrestricted net assets	-	-
Temporarily Restricted Net Assets		
Investment income	-	-
Restricted contributions	-	545
Net assets released from restriction	(360)	(7,796)
	(360)	(7,251)
Increase (decrease) in temporarily restricted net assets	(360)	(7,251)
Permanently Restricted Net Assets		
Restricted contributions	-	-
	-	-
Increase (Decrease) in Net Assets	(360)	(7,251)
Fund Balance, Beginning of the Year		23,613
Fund Balance, End of the Year		16,362
<u>Net Assets Released from Restriction:</u>		
Masterson Place - Linens	3,095	
Masterson Place - Equipment	436	
Masterson Place - Furniture	2,985	
Project Expense	1,281	
	\$ 7,796	

WYOMING MEDICAL CENTER FOUNDATION, INC.
 FINANCIAL ACTIVITIES & CHANGE IN NET ASSETS
 MASTERSON PLACE - LARGE CAPITAL FUND
 MONTHS ENDED NOVEMBER 30, 2014

	NOVEMBER	YTD
	FY 2015	FY 2015
Unrestricted Revenues		
Contributions	-	-
Investment income	-	-
Other revenue	-	-
Net assets released from restriction	-	-
Total unrestricted revenue	-	-
Expenses		
Projects	-	-
Masterson Place	-	-
Management and general		
Salaries and benefits	-	-
Investment management fees	-	-
Income taxes	-	-
Other	-	-
Total expenses	-	-
Unrestricted Net Assets		
Revenues in excess of (less than) expenses	-	-
Change in unrealized gains and losses on investments	-	-
Increase (decrease) in unrestricted net assets	-	-
Temporarily Restricted Net Assets		
Investment income	-	-
Restricted contributions	-	(1,805)
Net assets released from restriction	-	-
Increase (decrease) in temporarily restricted net assets	-	(1,805)
Permanently Restricted Net Assets		
Restricted contributions	-	-
Increase (Decrease) in Net Assets	-	(1,805)
Fund Balance, Beginning of the Year		133,555
Fund Balance, End of the Year		131,750

Net Assets Released from Restriction:

\$ -



WMC - Masterson Place Demolition Budget

Casper, WY

January 5, 2015

CONCEPTUAL BUDGET SUMMARY			
DESCRIPTION		COST BASIS	TOTALS
DIRECT COST BY DIVISION			
DIVISION 2 - DEMOLITION			\$ 31,062
DIVISION 31 - EARTHWORK			\$ 6,512
DIVISION 33 - UTILITIES			\$ 5,210
DIRECT COST TOTAL			
			\$ 42,784
CONTINGENCIES			
CONTINGENCY			\$ 5,000
CONTINGENCIES COST TOTAL			
			\$ 5,000
GENERAL CONDITIONS			
GENERAL CONDITIONS			\$ 4,800
DIRECT COST W/ GC SUBTOTAL			
			\$ 52,584
INDIRECT COSTS:			
DESIGN AND PROFESSIONAL SERVICES			By Owner
GEOTECHNICAL REPORTS			By Owner
MATERIALS TESTING			By Owner
LEED CONSULTANT			By Owner
BUILDING PERMITS & FEES			By Owner
TAP AND DEVELOPMENT FEES			By Owner
INDIRECT COST TOTAL			
DIRECT & INDIRECT COST TOTAL			
			\$ 52,584
INSURANCE & BOND COSTS:			
INSURANCES			\$ 1,214
INSURANCE COST TOTAL			
			\$ 1,214
CONSTRUCTION FEES:			
CONSTRUCTION FEES			\$ 5,000
CONSTRUCTION FEES COST TOTAL			
			\$ 5,000
BOND COSTS:			
SUB BONDS / SUBGUARD INSURANCE			Included
PERFORMANCE & PAYMENT BOND			Not Included
TOTAL ESTIMATE>>>			
			\$ 58,798



212 E. Second Street Casper, Wyoming 82601
(307) 234-9999 amundassoc@aol.com Fax: (307) 234-4542

Alisha Havens – Director of Development
Wyoming Medical Center Foundation
1223 E. 2nd Street
Casper, WY 82601

February 3, 2015

Re: New Masterson Place Conceptual Design

Dear Alisha:

Amundsen Associates is pleased to submit the following proposal for the new Masterson Place Conceptual Design. We are very excited at the possibility of continuing our relationship with the Wyoming Medical Center Foundation and Masterson Place.

It is our understanding the project scope entails providing a conceptual design for the new Masterson Place facility. This work will be based, in part, on the Feasibility Study prepared by Business Resource Group dated January 2015, as well as, preliminary discussions with yourself and Dick Dresang. Based on these discussions the facility will have 16 suites (beds), Community Room, Warming Kitchen, Guest Laundry, Facility Laundry, Multipurpose/Conference Room, Foundation Office, and 10-15 Parking Spaces.

We anticipate completing this project by April 30, 2015. We also understand that time is of the essence and will endeavor to complete the process as fast as possible.

Deliverables shall include: Conceptual Floor Plans, Site Plan, 2-D Rendering(s) and a Conceptual Project Budget.

The Architectural Fee for the above referenced scope and deliverables is \$29,000 plus reimbursables (Note – Upon completion of the project Amundsen Associates will make a \$2,000 cash donation to the Wyoming Medical Center Foundation)

Qualifications to the proposal by Amundsen Associates and the Consultants included in this letter:

- Mechanical Engineer, Electrical Engineer, Structural Engineer, Civil Engineer and Estimator are included in the above referenced fee as necessary. Specialty Engineers / Consultants are excluded from this fee.
- Civil Survey and Geotechnical Study (or Geotech study from WMC) will be provided by Owner
- Wyoming Medical Center will provide necessary information regarding excess parking for use by Masterson Place
- Environmental Study is excluded.
- LEED Design is excluded.
- Computer renderings, models, etc. will be considered as additional services above the contract amount.
- The above referenced schedule is contingent upon receiving information in a timely manner from the various groups involved in the Masterson Place project.

Thank you very much for this opportunity. We look forward to hearing from you.

Respectfully,

Ronald Shosh, Jr.
Principal Architect

Cost Estimate Substantiation

The only cost estimates that have thus far been completed are from Haselden Construction for the demolition and infrastructure of the site as well as the overall cost of a new facility based on square footage outlined. The WMC Foundation is currently working with Amundsen Associates for schematics and renderings that will provide more detailed estimates on cost.

Haselden Construction
Derek Oliver
(307) 462-0379

Amundsen Associates
Ron Shosh, Jr.
(307) 234-9999

Funding Timeline

The WMC Foundation is requesting \$500,000 over the next 4 years to build a new Masterson Place. The foundation would request that the first installment be given by the end of FY15 and last installment by the end of FY18. The Foundation's goal is to have a new Masterson Place by the beginning of 2017. Once plans are completed and approved by the state, construction will begin. The WMC Foundation has enough funding in reserves to start construction while pledge donations are being paid off.

If the project is delayed due to funding Derek Oliver, Haselden Construction, estimated that the project cost would increase 6-8% per year.

Project Debt Disclosure

There is no existing project indebtedness.

INTERNAL REVENUE SERVICE
District Director

DEPARTMENT OF
1100 Commerce St

Wyoming Medical Center Foundation
1235 E. Second
Casper, Wyoming 82601

Person to Contact:
Annette Smith

Telephone Number:
(214) 767-6023

Refer Reply to:
EP/EO:MC:4840 DAL

Date: DEC 07 1994

EIN: 83-0230808

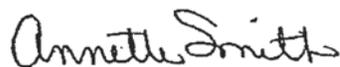
Dear Sir or Madam:

Our records show that Wyoming Medical Center Foundation is exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code. This exemption was granted January 1977 and remains in full force and effect. Contributions to your organization are deductible in the manner and to the extent provided by section 170 of the Code.

We have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are an organization described in section 509(a)(3).

If we may be of further assistance, please contact the person whose name and telephone number are shown above.

Sincerely,



Annette Smith
EO Technical Assistant

Funding History

The WMC Foundation and the Masterson Place have not received optional sales tax funding in the past.

Needs Data

Census

As stated in the narrative, the Masterson Place serves a total of 4800-5800 patients and families per year that travel to Casper for medical treatment. See attached census for 2013 and 2014 reports under Appendix A.

Current Facility

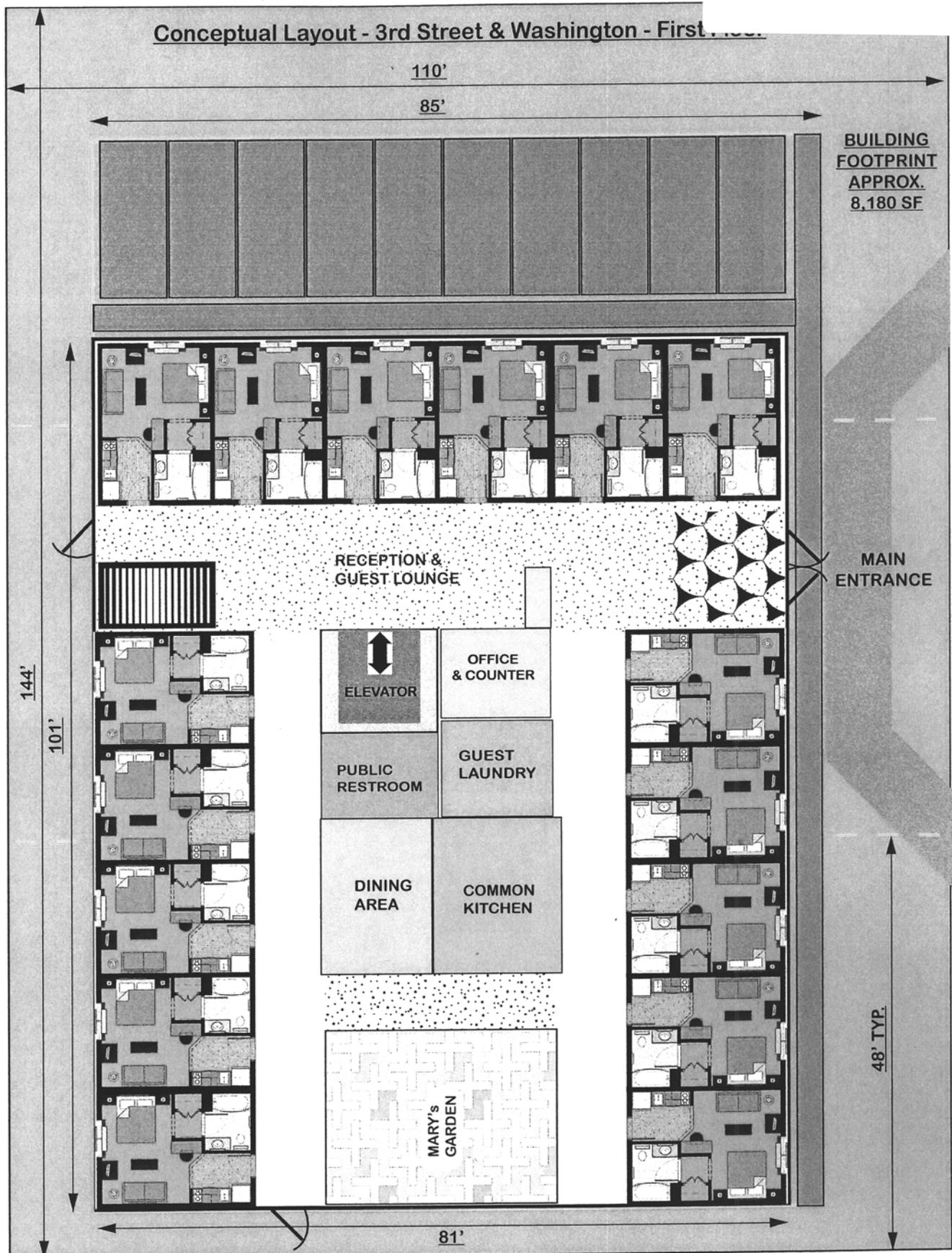
The current facility will not be able to house patients and families much longer. By looking at the patched brickwork, the facility seems to have been built in stages over the years. Many of the buildings were constructed in the 50's prior to implementation of strict building codes. The main section of the Masterson Place was built in a horseshoe shape (east wing, west wing, and middle):

- The east wing of the horseshoe needs a new sewer line and has no crawl space beneath it as well as the ground has shifted under this wing leaving unsafe conditions for patients and families.

- The middle portion of the horseshoe was built on top of a basement and seems to be the most stable; however, the southwestern corner of the horse shoe, including the west wing is sitting on dirt. Water drainage from the back of the lot has caused the dirt to shift and the floors of many rooms along the corner are sinking and are inhabitable. The land subsidence has also caused these rooms to begin pulling away from the main structure. Therefore, the rest of the wing is threatened. Both wings have asbestos as well.

- The Masterson Place also has the 14-room Annex building which is in fairly good shape, but does need minor repairs, new windows, doors, carpet, bathrooms, etc.

Currently, the Masterson Place has a total of 39 rooms with 8 out of order due to structural and safety issues. While the WMC Foundation Board of Directors continues to make capital improvements every year on the Masterson Place, the age and overall structure of the building are failing our efforts.





FEASIBILITY STUDY

JANUARY 2015

BRG

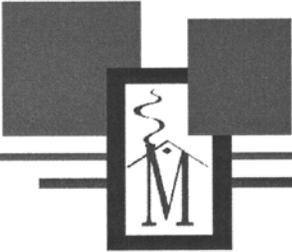
Business Resource Group, LLC

946 SOUTH ASH STREET

CASPER, WY 82601

307-473-2703

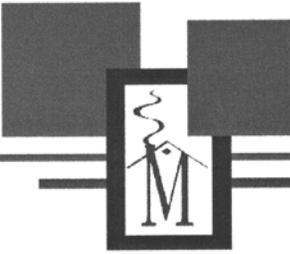




MASTERSON PLACE FEASIBILITY STUDY

TABLE OF CONTENTS

	PAGE
SECTION 1. Executive Summary	3
SECTION 2. Project Description	6
SECTION 3. Market Demand Profile & Analysis	8
SECTION 4. Site Characteristics & Considerations	18
SECTION 5. Masterson Place Appraisal Summary	25
SECTION 6: Alternative Site I Market Analysis	27
SECTION 7. Redevelopment Concepts	31
SECTION 8. Site Redevelopment Cost Estimates	39
SECTION 9. APPENDIX	
A. Recommended List of Furniture & Fixtures	42
B. Hospitality House Research	43



MASTERSON PLACE FEASIBILITY STUDY

SECTION 1. EXECUTIVE SUMMARY

Masterson Place, located in northeast Casper, is a hospitality property owned and operated by Wyoming Medical Center Foundation (WMCF) offering a comfortable home environment for out-of-area, primarily low-to-medium income, patients who travel to Casper for medical treatment at the Wyoming Medical Center (WMC) or at speciality medical service providers located in Casper. As the premier center of medical services in the state, patients and their families travel there from throughout the region for medical treatment. Masterson Place serves more than 6,000 patients and families each year from all 23 counties in Wyoming.

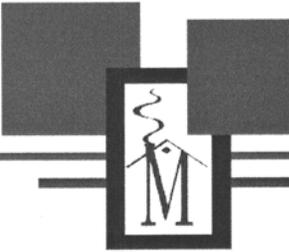
In 2001, WMCF purchased a 1960's era motel at 2325 East Yellowstone Highway where patients and their families needing low-cost housing could stay while being treated at WMC. The 2.66 acre site included 36 motel rooms in the main building and 14 rooms in an adjacent two-story building. Despite ongoing repairs and maintenance, the existing facility structure is in poor condition. Nine rooms are completely unusable; several others are marginal due to foundation and ground instability and water drainage problems. Currently the facility can only offer 28+/- rooms per night. The goal of the Foundation is to rebuild Masterson Place within the next two years, either on the existing property site or a new site closer to WMC facilities.

Masterson Place depends on patient referrals from local medical service providers, nonprofit agencies and the WMC. These referrals may be some what fluid depending on the current and future business model of the referring medical service providers. As the medical community in Casper continues to grow, the need for the unique services provided by Masterson Place will also increase.

Masterson Place guest room occupancy in calendar year 2014, when compared to 2013 occupancy, indicates a slight overall decline. While BRG was not asked to analyze occupancy changes, this decline may be explained in part by increased medical treatment services being offered in the patient's local community reducing/eliminating the need to travel, and a reduction in the number of habitable rooms available at the existing Masterson Place facility.

Right-sizing a new Masterson Place facility is essential to address Masterson Place's mission and to design a facility that is financially viable long-term. A safe approach might be to incorporate the number of guest rooms to meet maximum demand. However if the maximum room occupancy is realized only once per month for example, the financial burden of supporting the facility would be financially challenging.

BRG analyzed various guest room configurations to determine the minimum number of rooms necessary



MASTERTSON PLACE FEASIBILITY STUDY

to meet a majority of the daily guest room demand, based on 2014 calendar year occupancy data, acknowledging the new facility may not accommodate the single day highest guest room occupancy in all scenarios. Based on this analysis BRG recommends 16 dedicated patient guest rooms and 10 multi-purpose rooms to maximize facility utilization, long-term financial viability, and staff stability. Should guest room occupancy in future years mirror 2014 guest room occupancy data, 16 dedicated patient guest rooms will satisfy 70% of guest occupancy demand.

Redevelopment of Masterson Place envisions a multiple-use facility incorporating 16 dedicated guest rooms, WMCF offices, and a separate wing of 10 multi-purpose rooms that can be used as patient overflow rooms and/or as housing for WMC traveling nurses, locum physicians, and other temporary staff. A multiple-use concept results in significant benefits to the long term viability of Masterson Place. Visitors and donors coming to the WMCF offices, can be introduced to Masterson Place and the essential services provided for patients undergoing out-patient medical treatment and families of trauma patients who unexpectedly experience a loved one being hospitalized.

Two redevelopment sites were considered for a Masterson Place facility. One is the existing Masterson Place property on Yellowstone Highway. The second site across 3rd Street from the WMC, consists of four lots currently owned by the WMC; two lots are empty, two have existing houses: referred to in this Study as Alternative Site I.

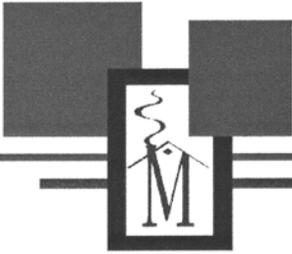
MASTERTSON PLACE SITE

The existing Masterson Place site is one mile from the WMC Campus and five miles from Elkhorn Valley Rehabilitation Hospital and Rocky Mountain Oncology Center, the three primary guest referral sources. The surrounding properties are mixed-use commercial/light industrial.

- BRG recommends a one-story building with guest parking along a circular drive, surrounded by verdant tranquil landscaping including guest-friendly walkways and benches, flower gardens, trees and scrubs. The central portion of the building includes 16 guest rooms, reception, common kitchen and dining areas, guest laundry, rest rooms, and common areas; an East Wing includes 10 multi-purpose rooms, guest laundry, rest rooms, and common area; the West Wing is designed to accommodate the WMCF offices.
- Estimated construction costs (*Page 40*): \$253 per sq. ft.

ALTERNATIVE SITE I

Alternative Site I consists of four lots owned by the WMC (.36 acres). The proposed building site is directly across East 3rd Street from the WMC and within walking distance to medical service providers located on the WMC campus. The surrounding neighborhood is a mix of commercial buildings, medical services professional offices, and residential. For those being treated at Rocky Mountain Oncology



MASTERSON PLACE FEASIBILITY STUDY

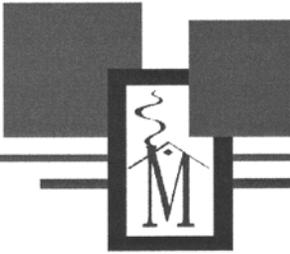
Center or Elkhorn Valley Rehabilitation Hospital, the travel distance is the same as from the current Masterson Place location, approximately five miles.

- On this .36 acre site, BRG recommends a three story building with a 8,180 sq. ft. footprint
- **First Floor:** 16 guest rooms, reception, common kitchen and dining area, guest laundry, guest rooms, common area, elevator, and atrium for Mary's Garden. **Second Floor:** 10 multi-purpose rooms, guest laundry, kitchenette, rest rooms, elevator, equipment room, maintenance storage, housekeeping laundry and housekeeping storage. **Third Floor:** About half of the 8,180 sq. ft. will be the WMCF offices and elevator; remaining Third Floor space would be a rooftop garden for guests and employees.
- Ten guest parking spaces will be available on the north end of the building, accessible from East 3rd Street. Supplemental parking is available in the WMC West Parking Garage.
- Estimated construction costs (*Page 41*): \$217 per sq. ft.

PROJECT FEASIBILITY

The outcomes of this Study indicate a new Masterson Place multiple-use facility is feasible on each of the proposed sites considered. Each of the two sites offer beneficial characteristic and unique challenges to be addressed, tangible and intangible, none are unsurmountable. The physical condition of the current Masterson Place facility continues to deteriorate due to age, water drainage and ground instability. Repair and maintenance expense are becoming a drain on WMCF resources.

The final decision to move forward with this project and identification of the preferred location for a new Masterson Place facility is the decision of the WMCF Masterson Place Committee and Board of Directors in keeping with their mission to provide a comfortable, safe, home environment for out-of-area patients, primarily low-to-medium income, who travel to Casper for medical treatment.



MASTERSON PLACE FEASIBILITY STUDY

SECTION 2. PROJECT DESCRIPTION

Masterson Place, located in northeast Casper, is a hospitality property owned and operated by Wyoming Medical Center Foundation (WMCF) offering a comfortable home environment for out-of-area, primarily low-to-medium income medical patients who travel to Casper for medical treatment at the Wyoming Medical Center (WMC) or at speciality medical service provider facilities located in Casper. As the premier center of medical services in the state, patients and their families travel here from throughout the region for medical treatment. On average Masterson Place serves more than 6,000 patients and families each year from all 23 counties in Wyoming.

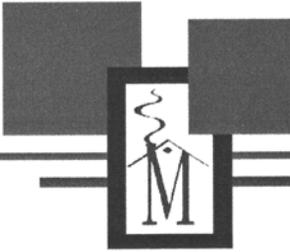
In 2001, fulfilling the vision of local philanthropist Mary W. Masterson, the WMCF purchased a 1960's style motor hotel at 2325 East Yellowstone Highway where patients and families needing low-cost housing could stay while being treated at WMC. The 2.66 acre site included 36 motel rooms in the main building and 14 rooms in an adjacent two-story building. Shortly before her death, Masterson formed the Masterson Family Foundation, a charitable organization dedicated to supporting Masterson Place through the WMCF.

At a cost of \$40 per night, Masterson Place is a comfortable and attractive refuge for those who need it most. Masterson Place offers short-and long-term accommodations, transportation to WMC and other speciality treatment providers, a caring staff, and a peaceful healing environment. Each room is completely furnished and includes a small eating area, microwave, refrigerator and internet service; guest laundry facilities are conveniently located through the property. Additional amenities include daily housekeeping services and transportation to medical appointments.

Despite ongoing repairs and maintenance, the existing facility structure is in poor condition with several guest rooms uninhabitable and others marginally acceptable. The goal of the Foundation is to rebuild Masterson Place within the next two years, either on the existing property site or a new site closer to WMC facilities.

Redevelopment of Masterson Place envisions the development of a multiple-use facility incorporating the WMCF offices and a designated wing of guest rooms which can be used as patient overflow rooms and/or as housing for WMC traveling nurses, locum physicians, and other temporary staff.

A multiple-use concept results in significant benefits to the long term viability of Masterson Place. Visitors and donors coming to the WMCF offices, can be introduced to Masterson Place and the essential services provided for patients undergoing out-patient medical treatment and families of trauma patients who unexpectedly experience a loved one being hospitalized.

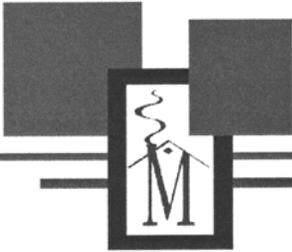


MASTERSON PLACE FEASIBILITY STUDY

Masterson Place depends on patient referrals from local medical service providers, nonprofit agencies and the WMC. These referrals may be what fluid depending on the current and future business model of the referring medical service providers. Incorporating a wing/floor of Masterson Place guest rooms as multi-purpose rooms offers the WMCF the flexibility to maximize room venue during periods of low patient room occupancy.

The first phase of this project is to conduct a Feasibility Study to evaluate the existing Masterson Place facility and other potential building sites for a “right-sized” multiple-use building. The Feasibility Study includes:

- Value of current property/facilities;
- Appraisal of the existing Masterson Place property;
- Prospective locations for a new facility;
- Size and layout of a new facility taking into account type of patients served by Masterson Place, such as the number of handicap accessible rooms required, etc., administration office space required, amenities, and community/common space desired to create a healing comfortable environment;
- Estimated cost of a new facility including land and infrastructure.



MASTERTSON PLACE FEASIBILITY STUDY

SECTION 3. MARKET DEMAND PROFILE & ANALYSIS

Casper has long been acknowledged as the premier center for medical treatment, excellent care, and cutting-edge medical services in Wyoming and through the Region. The medical community continues to build on this synergy through expanded facilities, new and expanding speciality services, and adaptation of cutting-edge technology. This proactive approach coupled with Wyoming's limited population centers and limited rural health services, results in residents from throughout the state traveling to Casper for medical care. For those undergoing extensive outpatient treatment, the ability to stay in Casper for the duration is essential to their recovery.

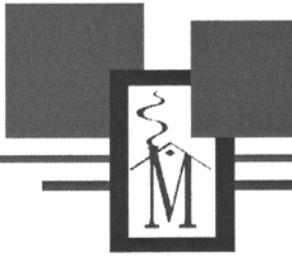
Not everyone traveling to Casper for medical treatment can afford market rate hotel/motel accommodations averaging well above \$85 per night. These individuals and families need comfortable, safe and affordable lodging. Masterson Place provides affordable accommodations primarily for low-to-moderate income individuals and families traveling to Casper for hospitalization, surgery, cancer treatment, physical therapy, trauma and emergency care.

The existing Masterson Place facilities include 40 guest rooms, however nine rooms are completely unusable; several others are marginal due to foundation and ground instability, and water drainage problems. Currently the facility can only offer 28+/- rooms per night. Masterson Place serves 6,000 patients and families each year from throughout the State.

Masterson Place price per room night is \$40. The cost of many room nights is subsidized by the local referring medical providers and the WMC as a way to help patients with the financial burden of traveling to Casper for treatment. If a patient cannot afford \$40 a night to stay at Masterson Place, the WMCF will also subsidize their stay. The goal is to ensure that every patient traveling to Casper for medical treatment has a safe, clean and affordable place to stay with easy access to treatment facilities.

Masterson Place depends on patient referrals from local medical service providers, nonprofit agencies and the WMC. These referrals may be some what fluid depending on the current and future business model of the referring medical service providers. As the medical community in Casper continues to grow, the need for the unique services provided by Masterson Place will also increase. However, as occupancy is referral based and is linked in part on intangibles such as community outreach and relationship building, BRG has based the projected size of a new Masterson Place facility on a review and in-depth analysis of the past two years occupancy data.

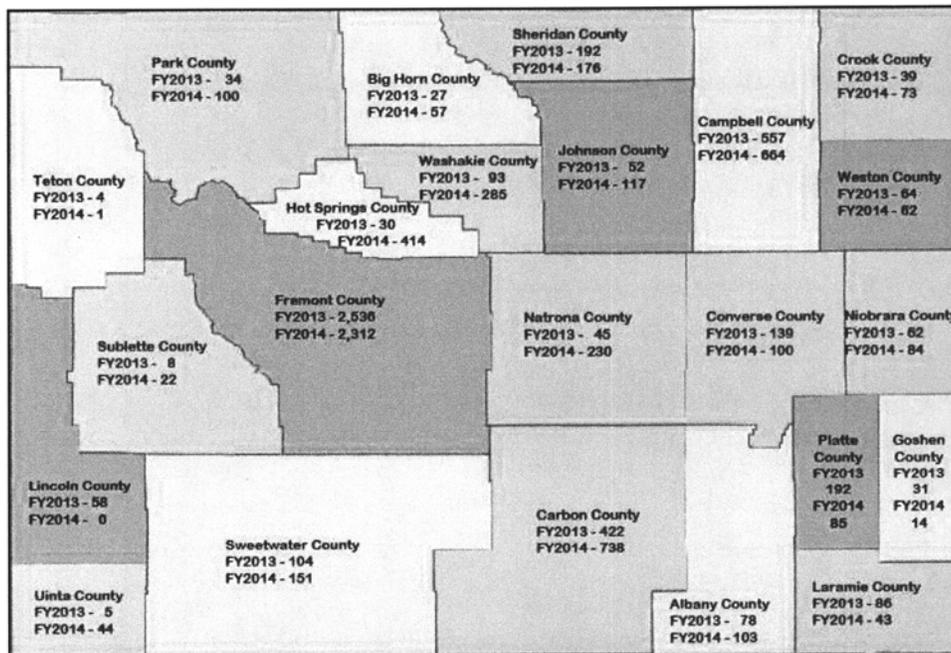
A summary of Masterson Place occupancy data analysis is provided on the following pages.



MASTERSON PLACE FEASIBILITY STUDY

Masterson Place provides low cost or no cost lodging to individuals and families traveling to Casper from throughout the State for medical treatment.

FY2013 & FY2014 ROOM NIGHTS BY PATIENT COUNTY OF RESIDENCE



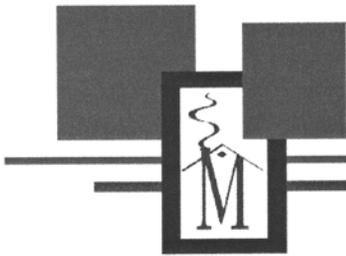
Masterson Place room occupancy is primarily based on patient referrals from Casper's medical community and is therefore influenced by several factors beyond WMCF's direct control:

- Casper physician outreach clinics in remote communities,
- Medical services available in a patient's community of residence,
- Current and future business models adapted by privately owned medical service providers,
- New referring providers establishing a Casper presence,
- Development of new referral relationships.

Currently Masterson Place primary referral sources are:

- Wyoming Medical Center
- Rocky Mountain Oncology Center
- Elkhorn Valley Rehabilitation Hospital
- Veterans Administration
- Casper and Natrona County Victim Services

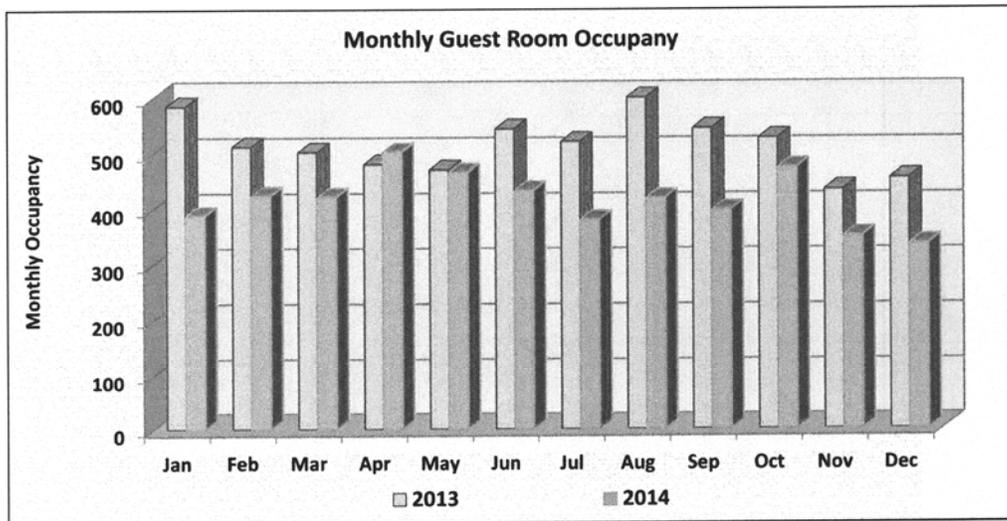




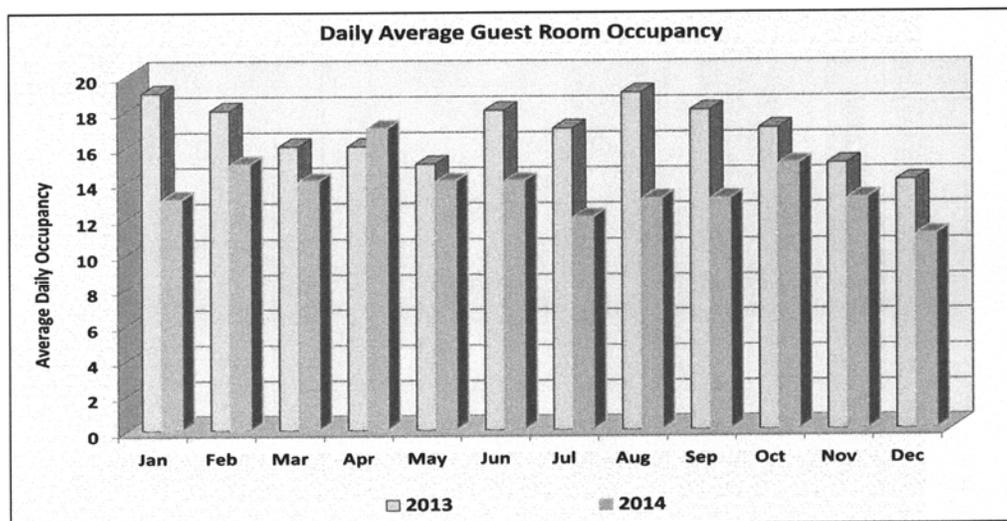
MASTERSON PLACE FEASIBILITY STUDY

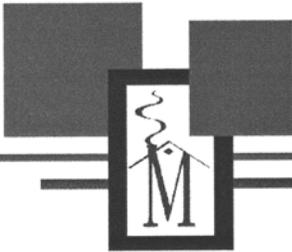
Masterson Place guest room occupancy in calendar year 2014, when compared to 2013 occupancy, indicates a slight overall decline. While BRG was not asked to analyze occupancy changes, this decline may be explained in part by increased medical treatment services being offered in the patient's home community and a reduction in the number of habitable rooms available at the existing Masterson Place facility.

2013-2014 MONTHLY GUEST OCCUPANCY COMPARISON



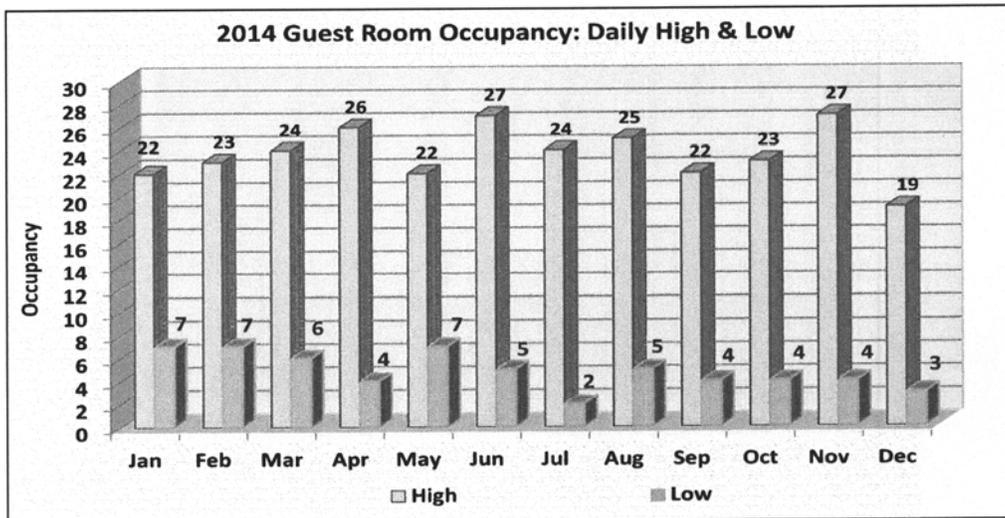
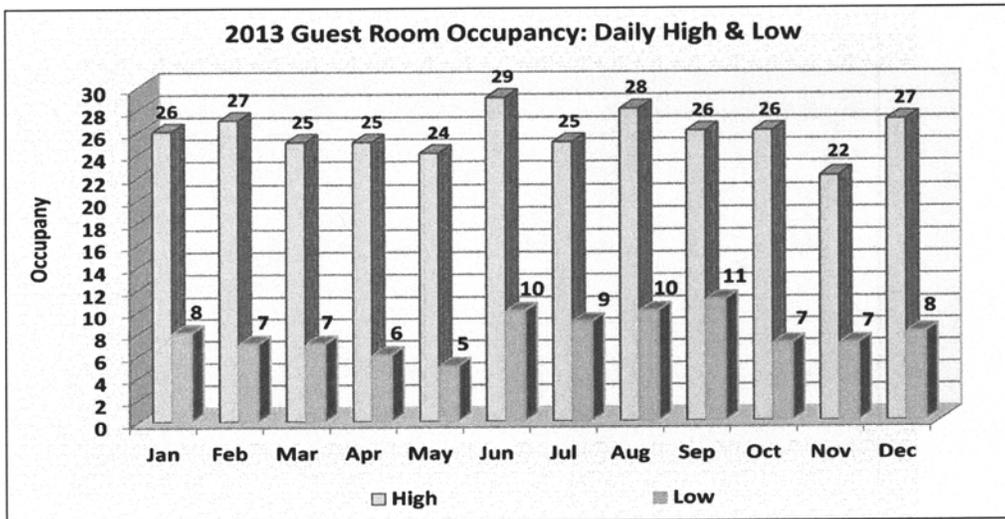
2013-2014 MONTHLY DAILY AVERAGE GUEST OCCUPANCY COMPARISON

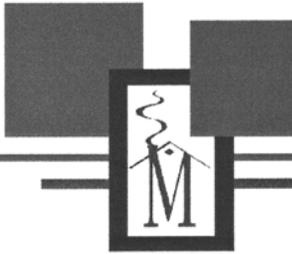




MASTERSON PLACE FEASIBILITY STUDY

To determine the optimum number of rooms for a new Masterson Place facility it is important to consider not only the daily or monthly maximum room occupancy but also to review the fluctuation in daily occupancy. Again to frame the overall number of rooms proposed for a new facility, a daily high and low guest room occupancy by month comparison is offered here.





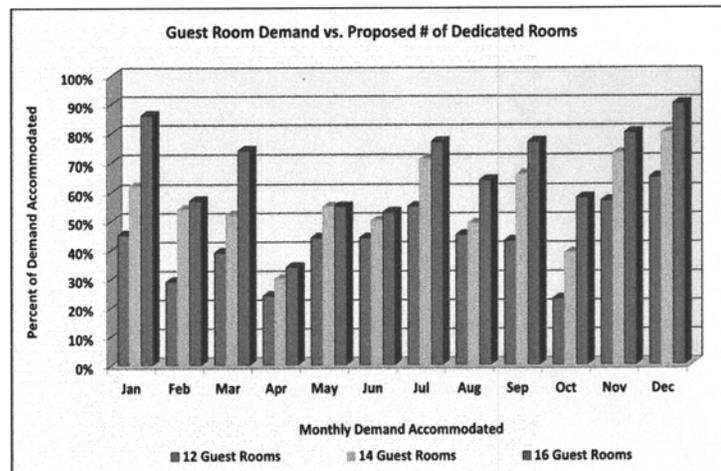
MASTERTSON PLACE FEASIBILITY STUDY

To identify the optimum number of guest rooms for a new Masterson Place facility it is important to review the annual day-by-day guest room census. Right-sizing the facility is essential to address Masterson Place's mission and to design a facility that is financially viable long-term. A safe approach might be to incorporate the number of guest rooms to meet maximum demand. However if the maximum room occupancy is realized only once per month for example, the financial burden of supporting the facility would be a financial challenge for the WMCF.

There is significant concern at the WMCF regarding the downward trend of referrals during the 2014 calendar year. It is anticipated this trend may continue resulting in increasing financial demands on fund raising to support an oversized facility. In conversations with hospitality houses in the region, BRG understands most are quite small; several have partnership agreements with local hotel/motels to accommodate guest overflow at the hospitality house nightly room rate. This may not be a viable option in Casper however, where the commercial business sector is very active and where regional conferences, meetings, and sports tournaments place a high demand on local hotels/motels.

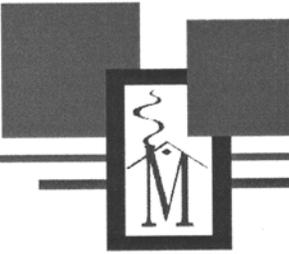
BRG proposes rebuilding Masterson Place as a multiple-use facility incorporating the WMCF offices and a designated wing of guest rooms which can be used as patient overflow rooms and/or as housing for WMC traveling nurses, locum physicians, and other temporary staff.

BRG analyzed various guest room configurations to determine the minimum number of rooms necessary to meet a majority of the daily guest room demand based on 2014 calendar year occupancy data, again acknowledging the new facility may not accommodate the single day highest guest room occupancy in all scenarios. Based on this analysis BRG recommends 16 dedicated patient guest rooms and 10 multi-purpose rooms to maximize facility utilization, long-term financial viability, and staff stability. Should guest room occupancy in future years mirror 2014 guest room occupancy data, 16 dedicated patient guest rooms will satisfy 70% of guest occupancy. The additional 10 rooms will be available for those times when the guest census is more than 16 rooms. Should guest room occupancy continue to decline, the ability to re-purpose the 10 rooms will contribute to Masterson Place's financial viability and staff stability.



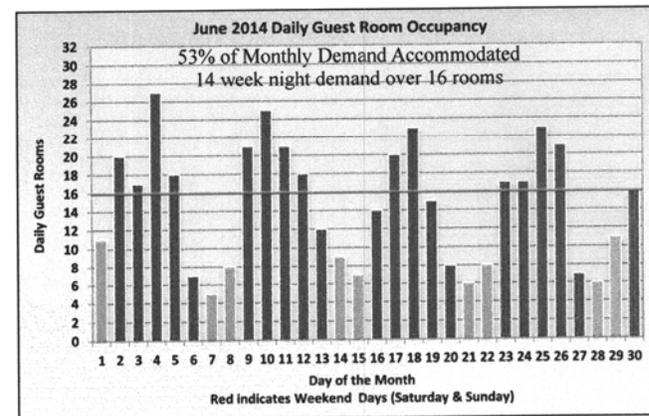
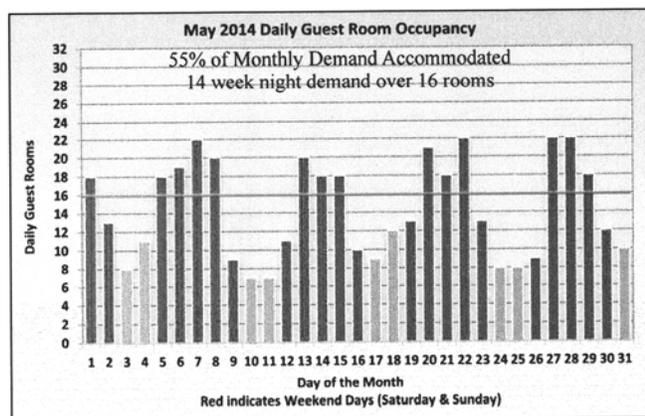
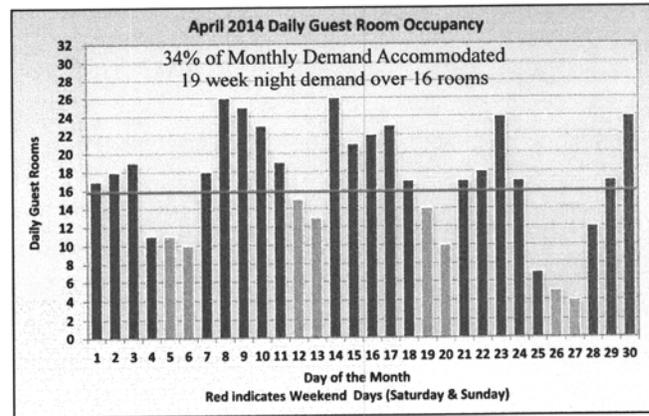
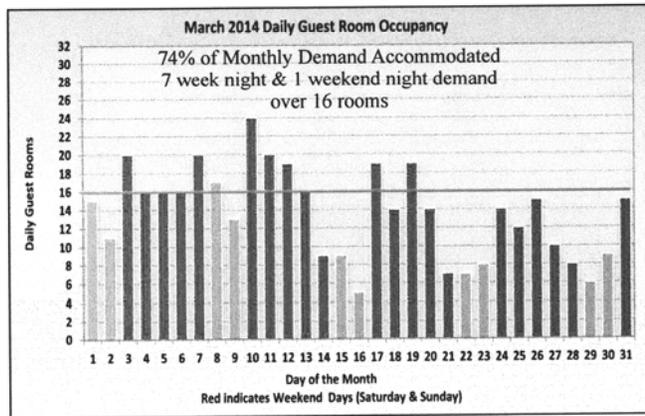
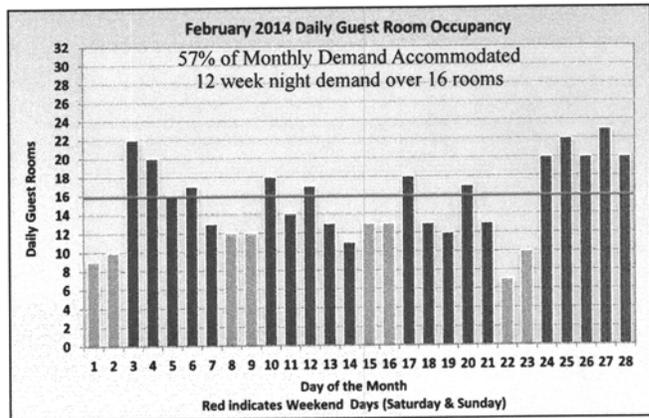
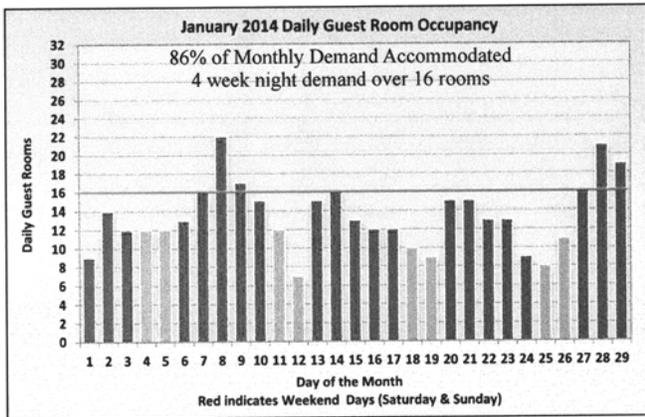
Following is an analysis of a 16 room Masterson Place facility based on 2014 guest room occupancy data.

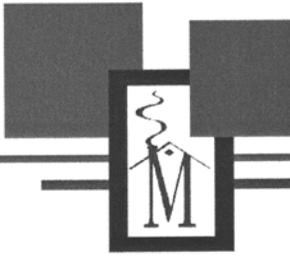




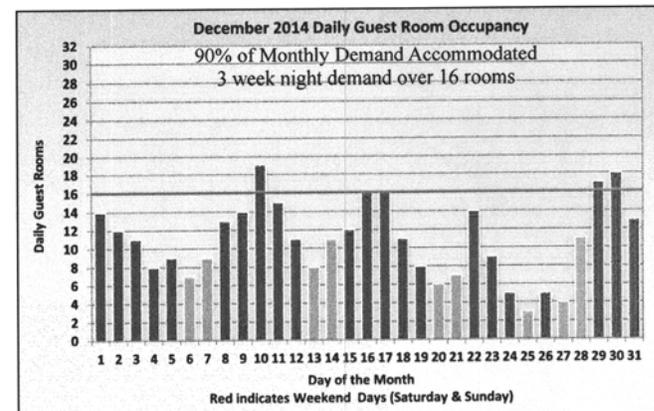
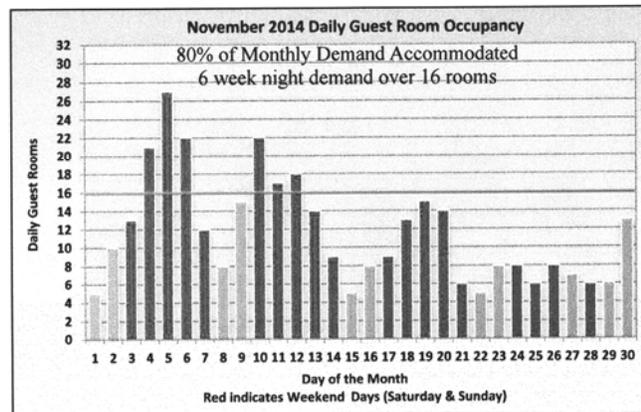
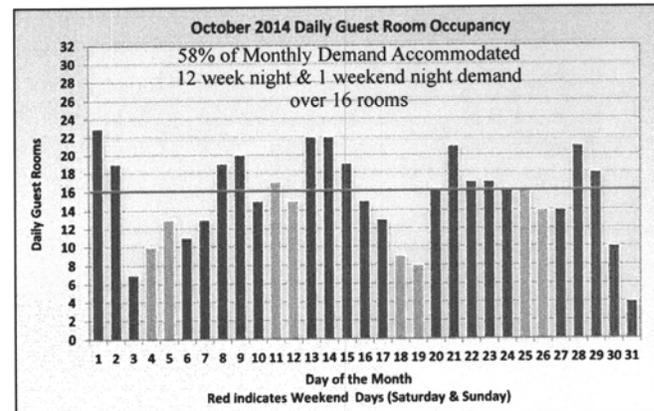
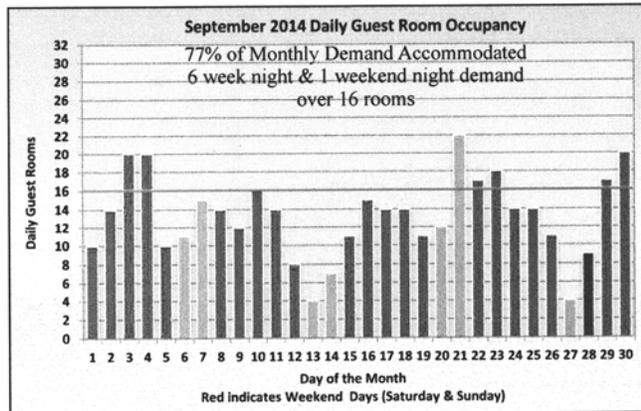
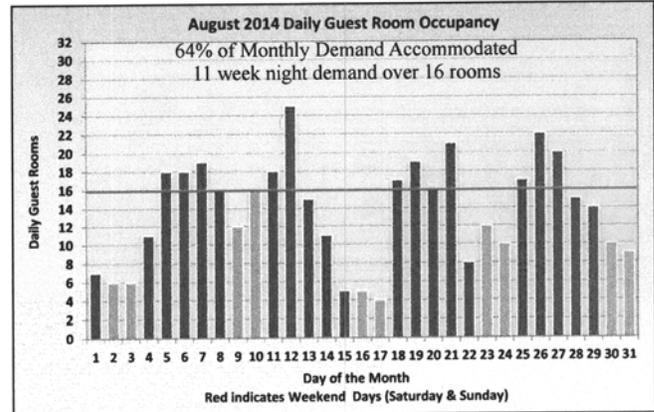
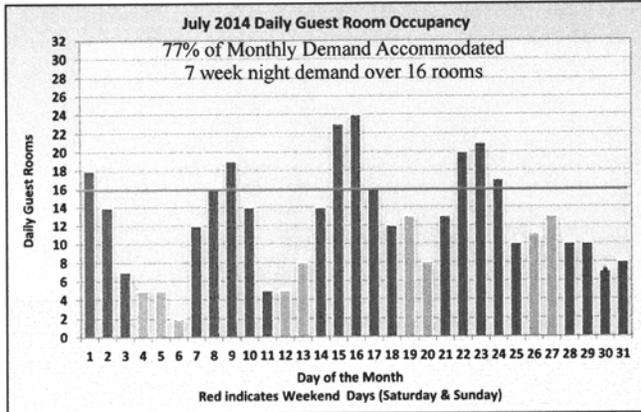
MASTERSON PLACE FEASIBILITY STUDY

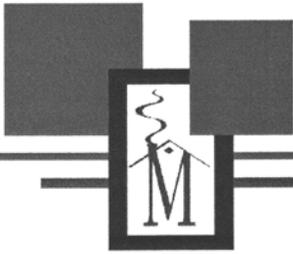
The below graphs depict day-to-day guest room occupancy by month. The red bar is placed at 16 rooms to illustrate daily guest room occupancy above and below the 16 dedicated guest rooms proposed for a new Masterson Place facility. The additional 10 multi-purpose rooms will be available to accommodate overflow.





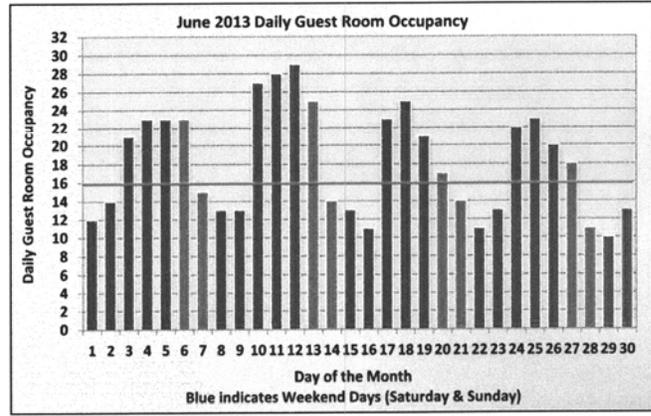
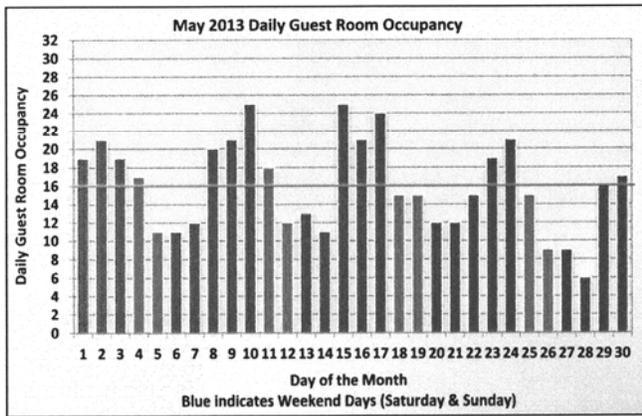
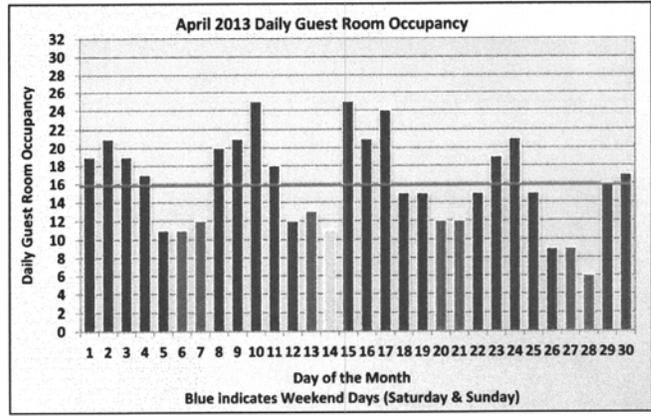
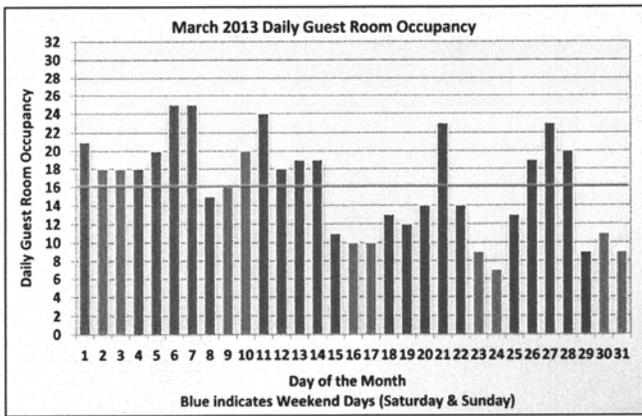
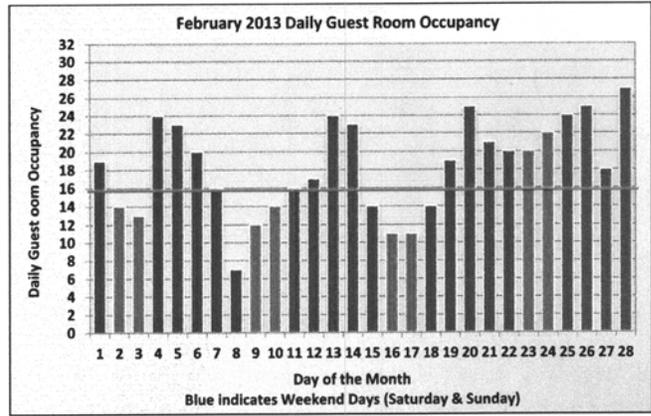
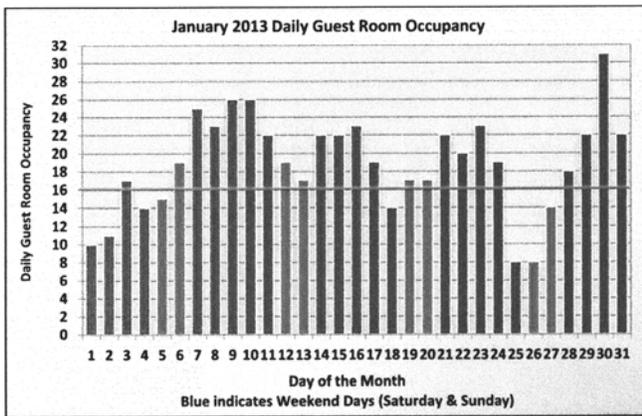
MASTERSON PLACE FEASIBILITY STUDY

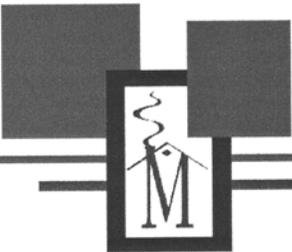




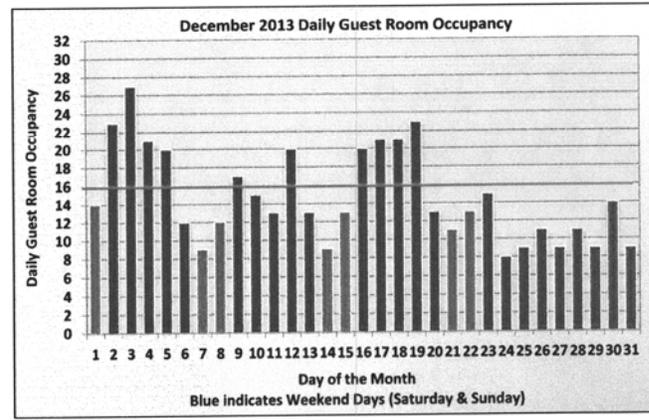
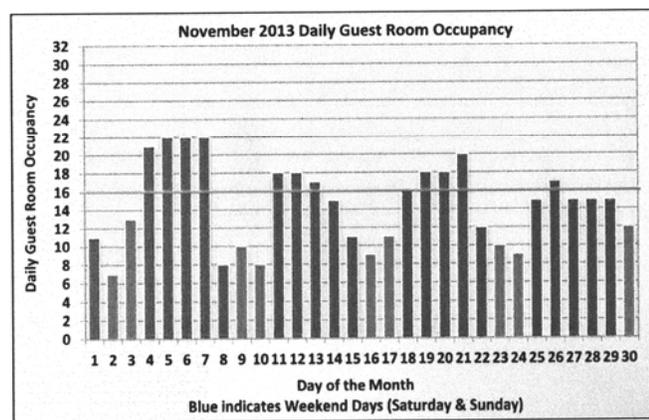
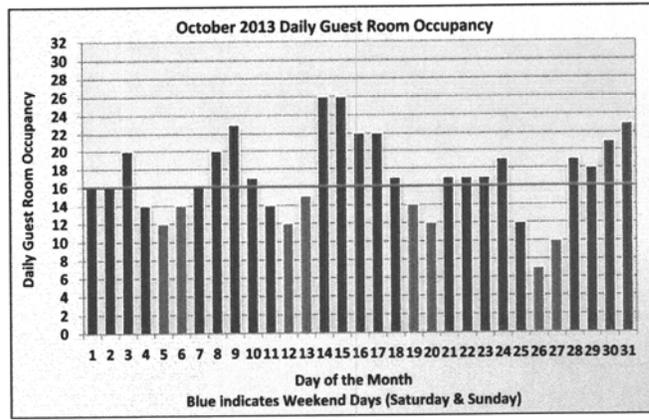
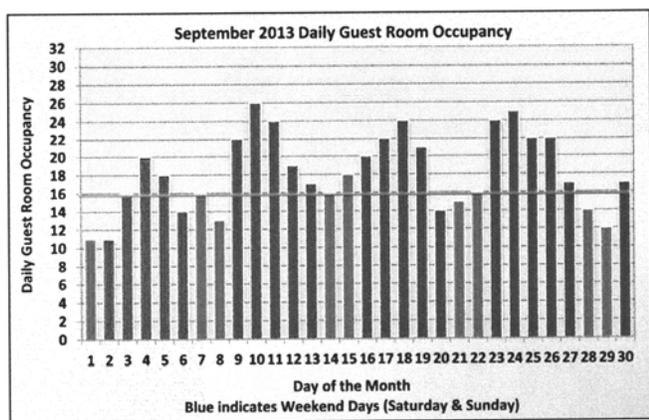
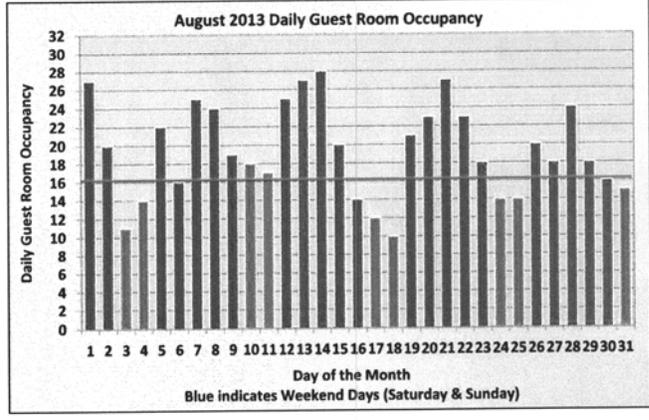
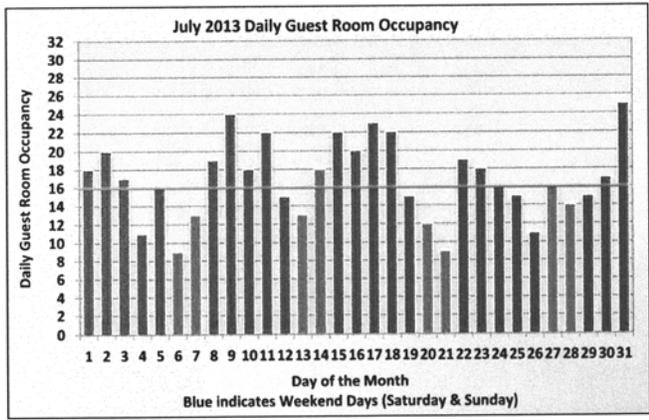
MASTERSON PLACE FEASIBILITY STUDY

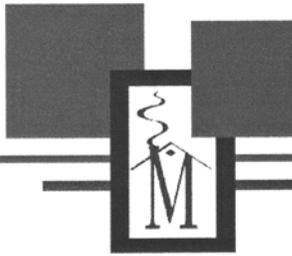
The below graphs depict 2013 day-to-day guest room occupancy by month for comparative purposes. Should guest room occupancy return to 2013 levels, Masterson Place may fully utilize the 10 multi-purpose rooms.





MASTERSON PLACE FEASIBILITY STUDY





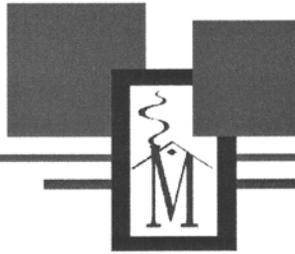
MASTERSON PLACE FEASIBILITY STUDY

BRG proposes rebuilding Masterson Place as a multiple-use facility incorporating dedicated guest rooms, the WMCF offices, and a designated wing of guest rooms that can be used as patient overflow rooms and/or as short-term housing for WMC traveling nurses, locum physicians, or other temporary staff.

BRG analyzed various guest room configurations to determine the minimum number of rooms necessary to meet a majority of the daily guest room demand based on 2014 calendar year occupancy data, again acknowledging the new facility may not accommodate the single day highest guest room occupancy in all scenarios. Based on this analysis BRG recommends 16 dedicated patient guest rooms and 10 multi-purpose rooms to maximize facility utilization.

With the continued growth of the medical community in Casper, it is highly probable with a new, more comfortable and modern Masterson Place facility, guest occupancy could return to 2013 and early 2014 occupancy levels. Should occupancy levels increase, all 26 rooms of the new facility can be available for patient guests.

Should guest room occupancy in future years mirror 2014 guest room occupancy data, 16 dedicated patient guest rooms will satisfy nearly 70% of annual guest occupancy. The additional 10 multi-purpose rooms will be available for those times when the guest census is more than 16 rooms. Should guest room occupancy continue to decline, the ability to re-purpose the 10 multi-purpose rooms will contribute to Masterson Place's financial viability and staff stability.



MASTERSON PLACE FEASIBILITY STUDY

SECTION 4. SITE CHARACTERISTICS & CONSIDERATIONS

This Feasibility Study considered two locations for new construction of the Masterson Place facility. One is the existing Masterson Place property. The second site across 3rd Street from the WMC, consists of four lots currently owned by the WMC; two lots are empty, two have existing houses. Both sites have utilities and curb cut access. Each of the two sites offer beneficial characteristic and unique challenges to be addressed; tangible and intangible.

BRG is recommending a new Masterson Place facility incorporating 16 dedicated guest rooms, 10 multi-purpose rooms to be used for guest overflow and/or short term housing for WMC traveling staff, and WMCF offices. Following is an analysis of the redevelopment characteristics and challenges of each of the two sites being considered for redevelopment.

CURRENT MASTERSON PLACE SITE

Masterson Place is located at 2325 East Yellowstone Highway, a 2.66 acre site purchased in 2001 by the WMCF with funding from Mary W. Masterson. The site includes a 1960's style motor court motel with 40 rooms in the main building and 14 rooms in an adjacent two-story building.

The surrounding properties are mixed-use commercial/light industrial. An extended hour full service restaurant is located adjacent (East) of Masterson Place and a convenience store and small speciality restaurants are within walking distance.



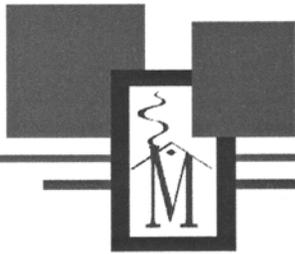
The Masterson Place site is one mile from the WMC Campus and five miles from Elkhorn Valley Rehabilitation Hospital and Rocky Mountain Oncology Center, the three primary guest referral sources.

A one-story building is recommended for this site (*see conceptual layout Page 32*). The central area to include 16 guest rooms, reception, common kitchen and dining areas, guest laundry, rest rooms, and common areas; an East Wing with 10 multi-purpose rooms, guest laundry, rest rooms, and common area; a West Wing to accommodate the WMCF offices.

Following are major considerations for redevelopment of the existing Masterson Place site:

- Traffic on Yellowstone Highway has increased significantly with the closing of the Beverly Street

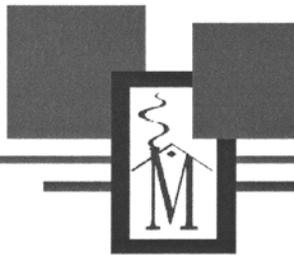




MASTERSON PLACE FEASIBILITY STUDY

I-25 on-ramp, causing rooms at the front of the building and the reception area to experience significant traffic noise. Discussions with Wyoming Department of Transportation (WYDOT) indicated the on-ramp is permanently closed for safety reasons.

- > BRG recommends building the new facility toward the back on the property and incorporating sound buffering landscaping and other decorative landscape features such as a sound-buffering wall to reduce traffic noise.
 - > Current insulation building codes will also reduce the transfer of external noise into the building.
- Masterson Place staff interviews indicate guests like to walk and be out-of-doors. The high traffic volume and traffic noise make it uncomfortable to walk and be out-of-doors.
 - > This 2.26 acre site offers ample opportunity for the one story 18,940 sq. ft. footprint facility (*see conceptual layout Page 32*) and attractive, tranquil landscaping with mature trees, walking paths, benches and the relocation and/or expansion of Mary's Garden.
 - Masterson Place's mission is to provide clean, affordable, safe lodging for patients traveling to Casper from throughout the State for medical treatment.
 - > Most guests and their families are coming to Casper from smaller communities and/or rural areas. They like the simplicity of the existing Masterson Place. This environment can be replicated with the redevelopment of the existing site, with a facility that is easy and uncomplicated to access. This is particularly important for individuals who are stressed and/or not feeling well.
 - > For many, having immediate access to a personal vehicle provides a sense of security. Redevelopment of the Masterson Place site, based on the size of the property, can accommodate ample, convenient parking, allowing guests to easily access their vehicles as desired.
 - Masterson Place provides guest shuttle service for those receiving treatment at the WMC, Rocky Mountain Oncology and Elkhorn Valley Rehabilitation Hospital.
 - The size of the Masterson Place site will allow each guest room to feature windows looking out on open, landscaped spaces.
 - A one-story Masterson Place facility offers maximum guest room flexibility relative to room access and guest mobility.
 - Redevelopment of the existing Masterson Place site will result in guest disruption during



MASTERSON PLACE FEASIBILITY STUDY

construction. Temporary alternative housing will need to be identified. Options that might be considered are: establishing a partnership with a local hotel/motel for a block of rooms at the same cost to the guest as they would pay at Masterson Place. BRG's hospitality house research indicates this is common in communities with limited hospitality rooms for guest overflow. Another option might be a short-term seasonal partnership with Casper College to utilize dormitory rooms.

- The existing Masterson Place property provides opportunity for long term guest room expansion or the addition of supplemental services.

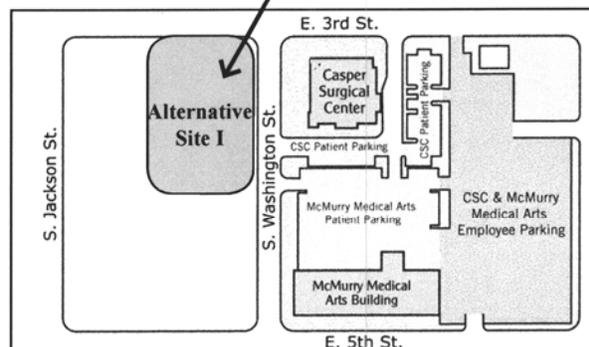
ALTERNATIVE SITE I

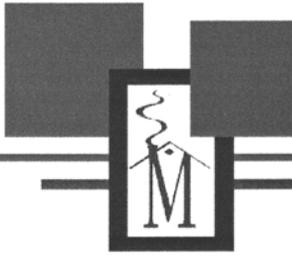
Alternative Site I consists of four lots owned by the WMC (.36 acres) available to the WMCF for the construction and relocation of Masterson Place. The proposed building site is directly across East 3rd Street from the WMC and within walking distance to medical service providers located on the WMC campus.

The surrounding neighborhood is a mix of commercial buildings, medical services professional offices, and residential. The house immediately south of the proposed site is well kept and attractive. It houses a convenient day care facility for employees working on the WMC campus.

Two lots on Washington Street are empty, open spaces. Each of the two lots along 3rd Street have houses; both are unoccupied and in total disrepair. Three of the lots have alley access.

Guests being treated at WMC or by providers located on or near the WMC campus will be within walking distance to their treatment provider. For those being treated at Rocky Mountain Oncology Center or Elkhorn Valley Rehabilitation Hospital, the travel distance is the same as from the current Masterson Place location, approximately five miles.





MASTERSON PLACE FEASIBILITY STUDY

Following are major considerations for redevelopment of Alternative Site I as the new Masterson Place location, incorporating the same recommended facility components:

- The .36 acre development site dictates the construction of a multiple story building with limited adjacent parking.
 - > A three story building is recommended with a 8,180 sq. ft. footprint (*see conceptual layout Page 35*).
 - > **First Floor:** 16 guest rooms, reception, common kitchen and dining area, guest laundry, guest rooms, common area, elevator, and atrium for Mary's Garden. **Second Floor:** 10 multi-purpose rooms, guest laundry, kitchenette, rest rooms, elevator, equipment room, maintenance storage, housekeeping laundry and housekeeping storage. **Third Floor:** About half of the 8,180 sq. ft. will be the WMCF offices and elevator; remaining Third Floor space would be a rooftop garden for guests and employees.
 - > Ten guest parking spaces will be available on the north end of the building, accessible from East 3rd Street. Supplemental parking is available in the WMC West Parking Garage.
 - > Masterson Place will provide shuttle service to-and-from the parking structure and to-and-from guest appointments at Rocky Mountain Oncology and Elkhorn Valley Rehabilitation Hospital.
 - > The need for personal transportation will be reduced with the WMC and campus medical services within walking distance of the new Masterson Place.

- Masterson Place guests will have easy access to the WMC dining facilities just across 3rd Street for dining in or takeout. The Market Place Cafeteria is open from daily from 6:30 am until 6:00 pm; the Diamond Coffee Shop is open daily from 6:00 am until 9:00 pm.

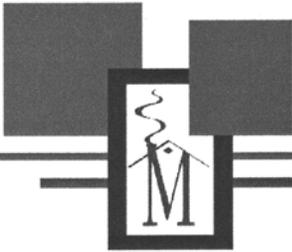
- The placement of Mary's Garden atrium on the south end of the building allows guest room views on the First and Second floors to the East, North and West.

- Guests can walk in the quiet surrounding neighborhood, access Mary's Garden from the First Floor of the facility and enjoy the Third Floor rooftop garden.

- Close proximity to the WMC may provide an increased sense of security for Masterson Place guests.

- Redevelopment of this site can be accomplished with no impact on current Masterson Place guests, as the existing facility will be in full operation for the duration of the construction.

- Long-term expansion of Masterson Place services or an increase in the number of guest rooms on



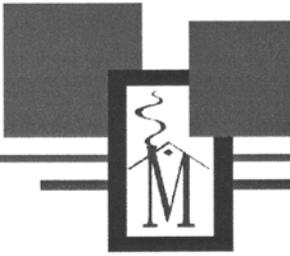
MASTERSON PLACE FEASIBILITY STUDY

this site is limited to a build-out of the Third Floor rooftop garden, the addition of a Fourth Floor, or purchase of adjacent property.

Each potential redevelopment/construction site offers unique advantages and challenges, none of the challenges are unsurmountable. The existing Masterson Place facilities are in severe disrepair and must be replaced. Each of the potential redevelopment sites dictates a unique Masterson Place facility design. Each design will result in a different facility environment and guest experience.

Redevelopment of the existing Masterson Place site will offer more open space, privacy, and easy access to expansive well maintained grounds. Redevelopment of Alternative Site I will result in a more “tucked-in”, urban, downtown hotel environment . The proximity of Alternative Site I to WMC may contribute to a greater sense of security for some guests. Each setting will appeal to a segment of the existing and future potential guest population.

The most critical element for the continued success of Masterson Place is to maintain the warm, caring and supportive environment created by the Masterson Place staff. The facilities are (nearly) secondary to the human element for guests who are not feeling well, concerned about themselves or a family member, or perhaps feeling alone and afraid.



MASTERSON PLACE FEASIBILITY STUDY

MASTERSON PLACE STAFF INTERVIEW

BRG conducted a group interview with Masterson Place staff and had the pleasure of speaking with one guest who has stayed at Masterson Place on-and-off over an extended period of time. Their comments are summarized below and may be helpful when considering the site and design options presented here.

The following comments are the result of a group interview with the Masterson Place staff in response to BRG's general questions, there was general consensus to the below comments.

WHAT DO GUESTS LIKE:

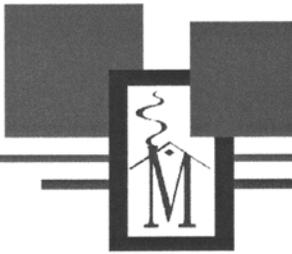
- Guests like the size of the facility. It is "manageable", they can see their way around. They like the open space, outdoor space & gardens are enjoyable for walking and sitting; clean and cozy rooms; friendly and concerned staff; pleasant environment is not intimidating; visiting in the front desk area
- Guests need a calming environment, somewhere they can de-stress. They don't want to look out on medical facilities – they like the open space and garden at current location
- Guests eat at Western Grill, order Meals on Wheels, bring own food, use convenience store at Beverly & Yellowstone, or call for takeout.
- Guest dislike traffic noise, train noise, high volume of traffic makes it uncomfortable to walk – guests like to walk.
- They need cozy, friendly, stress-free environment

WHAT'S NEEDED:

- Need more rooms for couples/families – not so many singles
- ADA hand rails in bathrooms, taller toilets, too much furniture, recliners/comfortable chair, wi-fi, bigger refrigerator, too many mirrors in rooms. Keep homey environment.
- Showers with bench and hand rails, some rooms with tubes, rooms with single and double beds, kitchenette with small sink, counter, apartment size refrigerator, microwave, coffee maker
- Coffee maker in rooms, internet access, individual temperature control in each room, color on walls or in décor, simple bathroom and shower fixtures, new TVs with user-friendly remote controls.

LOGISTICS:

- We need a larger office for Masterson Place Manager,
- Open space-common area near front desk, guests like to visit,
- Common dining area for weekly dinners,
- Larger kitchen plus kitchen area guests can use,



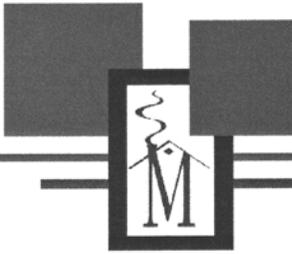
MASTERSON PLACE FEASIBILITY STUDY

- Guest and facilities laundry close to Lobby,
- Linen and supply storage near guest rooms,
- Maintenance storage area close to maintenance building,
- Use kitchen to teach guests how to cook for their condition.

MASTERSON PLACE PATIENT INTERVIEW

The following comments are the result of an interview with the Masterson Place guest being treated at Rocky Mountain Oncology. She has been a guest at Masterson Place off-and-on for some time. She has been very weak and very sick through the process, so we just encouraged her to share her thoughts about Masterson Place. She offered the following:

- I used to take the bus from Riverton directly to Rocky Mountain Oncology, Wanda would pick me up and take to Masterson Place.
- I love the staff and the Masterson Place facility – affordable and comfortable
- I used to go to Western Grill, now I have my own transportation so I can bring my own food
- I like having a Refrigerator & Microwave
- All rooms should be ADA compliant, even if guests are not in a wheelchair – need railings for stability/balance
- Steps into room or in room are a problem
- Bed is too high to comfortably get into – perhaps have portable stairs to climb into bed
- Toilets should be higher with hand rails and toilet tissue within easy reach, next to toilet
- Lighting is too dim to read; Need good lighting over bed and by a comfortable chair
- Doors should be wide enough to accommodate wheelchairs – maybe pocket doors
- I like parking in front of my room. I wouldn't like to have to manipulate long hallways
- Showers are o.k. – roll-in/walk-in; would like a shower bench and hand rails.



MASTERSON PLACE FEASIBILITY STUDY

SECTION 5. MASTERSON PLACE APPRAISAL SUMMARY

A component of this Study was to determine the market value of the existing Masterson Place site, should the decision be to build a new Masterson Place on Alternative Site I. Proceeds from the sale of the existing Masterson Place site could then be applied toward development and construction costs on the new site. The most recent appraisal of the Masterson Place site was performed in 2007 by Elliott & Associates of Casper. To avoid the expense of a full property appraisal until such time as a decision has been made regarding the disposition of the Masterson Place property (redevelopment or sales), it was determined in discussions with Elliott & Associates, to perform a Restricted Use Appraisal; the format and content of which are designed to meet the expectations of the client only.

The purpose of a Restricted Use Appraisal is to estimate the market value of the fee simple interest in the property. The use of the appraisal is to aid in or support financial decisions related to the property by the property owner.

Due to the length of the appraisal document, for purposes of providing the most pertinent information to support the decision making process relative to this Study, the following information (and document source page numbers) has been extracted:

Masterson Place properties: 2325 Easy Yellowstone Highway:

Appraisal Page # 49: Value of the property as a motel: \$825,000

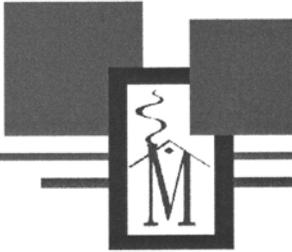
Appraisal Page # 41: Value for the land "if it were vacant": \$834,000 (see note below)

Note: this valuation assumes the site is vacant and ready for new improvements. It does not account for the cost to raze the existing improvements, which could be substantial. The cost to raze the existing buildings and site improvements would be deducted from the "as vacant" value.

A full copy of the December 22, 2014 appraisal is available at the WMCF office, in hard copy and in .pdf file format.

Following is the Natrona County Assessor's Office Masterson Place Assessment information.





MASTERSON PLACE FEASIBILITY STUDY

NATRONA COUNTY ASSESSOR'S MASTERSON PLACE ASSESSMENT INFORMATION

ASSESSOR'S OFFICE DOCUMENT DISCLAIMER:

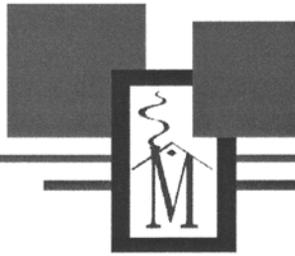
The information that is supplied by the Natrona County Treasurer's and the Natrona County Assessor's office is public information and must be used with the understanding that the data was collected for the use and purpose of determining property tax information and property assessments. Neither the Natrona County Treasurer's office nor the Natrona County Assessor's office will be held liable as to the validity, correctness, accuracy, completeness, and/or reliability of this data. The Natrona County Treasurer's office and the Natrona County Assessor's office assumes no liability whatsoever associated with the use or misuse of this public information data.

Property Tax and Assessment Information

Owners: WYOMING MEDICAL CENTER FOUNDATION
Owners Address: 1233 E 2ND ST
CASPER WY 82601
Parcel Number: 33790232800100
Property Address: 2325 E YELLOWSTONE HWY
Legal Description: MASTERSON PLACE LOT 1 COMMERCIAL EXEMPT
Building ID: 1
Class: Exempt

ASSESSOR INFORMATION		TREASURER INFORMATION	
Account Number:	R0049152	Bill Number:	0
Land Size Square Feet:	115869.6	General Tax:	\$0.00
Living Area Square Feet:	11227	Special Purpose1:	\$0.00
Land Size Acres:	2.66	Special Purpose2:	\$0.00
Year Built:	1949	Special Purpose3:	\$0.00
Description:	Motel	Total Tax:	\$0.00
Market Value Land:	\$172,900.00	2014 PAYMENTS:	
Market Value Building:	\$656,135.00	1st Installment:	
Market Value Personal:	\$0.00	2nd Installment:	
Market Value Total:	\$829,035.00	Payment Status:	CURRENT





MASTERSON PLACE FEASIBILITY STUDY

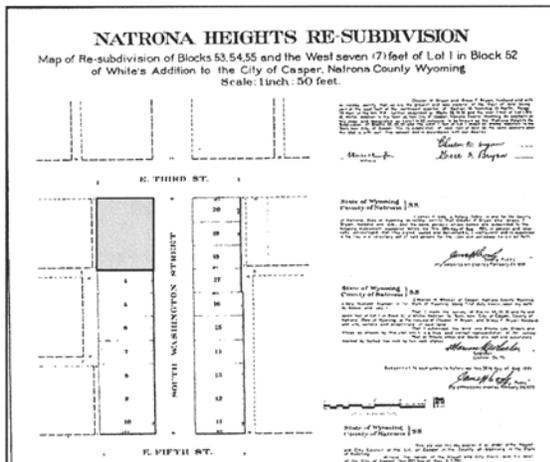
SECTION 6. ALTERNATIVE SITE I MARKET ANALYSIS

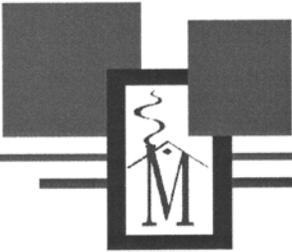
As an element of the Masterson Place Feasibility Study, Wyoming Medical Center (WMC) requested current market value of the properties owned by WMC and identified in this Study as Masterson Place Alternative Site I. Professional appraisals were not requested or performed for these properties.

The properties incorporated into Alternative Site I are listed below:

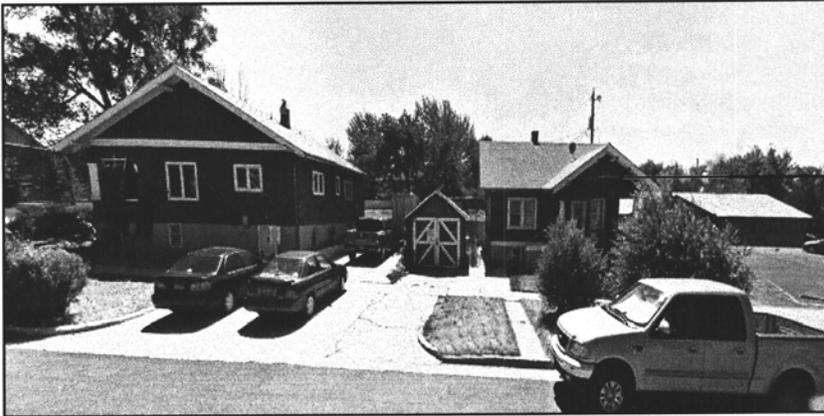
- 1131 E. 3rd Street: Parcel #: 33791021700200; NATRONA HTS LOT 1 W 46.8
- 304 S. Washington: Parcel #: 33791021700100; NATRONA HTS LOT 1 E 64
- 310 S. Washington (empty lot): Parcel #: 33791021700300; NATRONA HTS LOT 2
- 318 S. Washington (empty lot): Parcel #: 33791021700400; NATRONA HTS LOT 3

Location of Masterson Place Alternative Site I properties:





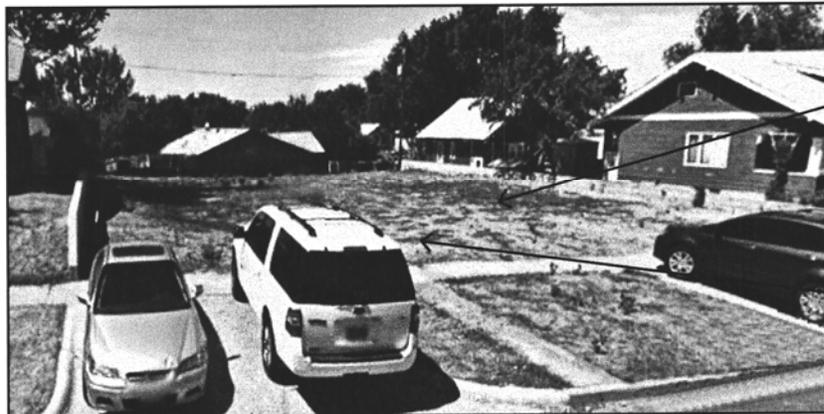
MASTERSON PLACE FEASIBILITY STUDY



→ **1131 E. 3RD STREET**
NATRONA HTS
LOT 1 W 46.8



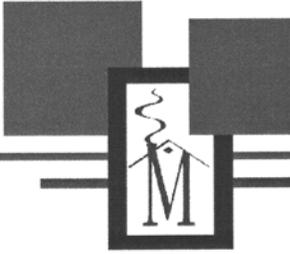
→ **304 S. Washington**
NATRONA HTS
LOT 1 E 64



→ **310 S. Washington**
NATRONA HTS
LOT 2

→ **318 S. Washington**
NATRONA HTS
LOT 3





MASTERSON PLACE FEASIBILITY STUDY

NATRONA COUNTY ASSESSOR'S OFFICE ASSESSMENT INFORMATION

ASSESSOR'S OFFICE DOCUMENT DISCLAIMER:

The information that is supplied by the Natrona County Treasurer's and the Natrona County Assessor's office is public information and must be used with the understanding that the data was collected for the use and purpose of determining property tax information and property assessments. Neither the Natrona County Treasurer's office nor the Natrona County Assessor's office will be held liable as to the validity, correctness, accuracy, completeness, and/or reliability of this data. The Natrona County Treasurer's office and the Natrona County Assessor's office assumes no liability whatsoever associated with the use or misuse of this public information data.

PROPERTY LOCATION: 1131 EAST THIRD STREET Property Tax and Assessment Information

Owners: NATRONA COUNTY
 Owners Address: 200 N CENTER ST
 CASPER WY 82601
 Parcel Number: 33791021700200
 Property Address: 1131 E 3RD ST
 Legal Description: NATRONA HTS LOT 1 W 46.8 EXEMPT
 Building ID: 1
 Class: Exempt

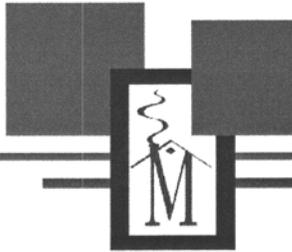
ASSESSOR INFORMATION		TREASURER INFORMATION	
Account Number:	R0016103	Bill Number:	0
Land Size Square Feet:	2269	General Tax:	\$0.00
Living Area Square Feet:	676	Special Purpose1:	\$0.00
Land Size Acres:	0.05	Special Purpose2:	\$0.00
Year Built:	1925	Special Purpose3:	\$0.00
Description:	Ranch 1 Story		
		Total Tax:	\$0.00
Market Value Land:	\$15,883.00	2014 PAYMENTS:	
Market Value Building:	\$45,668.00	1st Installment:	
Market Value Personal:	\$0.00	2nd Installment:	
		Payment Status:	CURRENT
Market Value Total:	\$61,551.00		

PROPERTY LOCATION: 304 S. WASHINGTON Property Tax and Assessment Information

Owners: NATRONA COUNTY
 Owners Address: 200 N CENTER ST
 CASPER WY 82601
 Parcel Number: 33791021700100
 Property Address: 304 S WASHINGTON ST
 Legal Description: NATRONA HTS LOT 1 E 64 EXEMPT
 Building ID: 1
 Class: Exempt

ASSESSOR INFORMATION		TREASURER INFORMATION	
Account Number:	R0016102	Bill Number:	0
Land Size Square Feet:	3104	General Tax:	\$0.00
Living Area Square Feet:	1224	Special Purpose1:	\$0.00
Land Size Acres:	0.07	Special Purpose2:	\$0.00
Year Built:	1925	Special Purpose3:	\$0.00
Description:	Ranch 1 Story		
		Total Tax:	\$0.00
Market Value Land:	\$18,624.00	2014 PAYMENTS:	
Market Value Building:	\$92,683.00	1st Installment:	
Market Value Personal:	\$0.00	2nd Installment:	
		Payment Status:	CURRENT
Market Value Total:	\$111,307.00		





MASTERSON PLACE FEASIBILITY STUDY

PROPERTY LOCATION: 310 SOUTH WASHINGTON Property Tax and Assessment Information

Owners: NATRONA COUNTY
 Owners Address: 200 N CENTER ST
 CASPER WY 82601
 Parcel Number: 33791021700300
 Property Address: 310 S WASHINGTON ST
 Legal Description: NATRONA HTS LOT 2 EXEMPT
 Building ID:
 Class: Exempt

ASSESSOR INFORMATION		TREASURER INFORMATION	
Account Number:	R0016104	Bill Number:	0
Land Size Square Feet:	5318	General Tax:	\$0.00
Living Area Square Feet:	0	Special Purpose1:	\$0.00
Land Size Acres:	0.12	Special Purpose2:	\$0.00
Year Built:	0	Special Purpose3:	\$0.00
Description:		Total Tax:	\$0.00
Market Value Land:	\$21,272.00	2014 PAYMENTS:	
Market Value Building:	\$0.00	1st Installment:	
Market Value Personal:	\$0.00	2nd Installment:	
Market Value Total:	\$21,272.00	Payment Status:	CURRENT

PROPERTY LOCATION: 318 SOUTH WASHINGTON Property Tax and Assessment Information

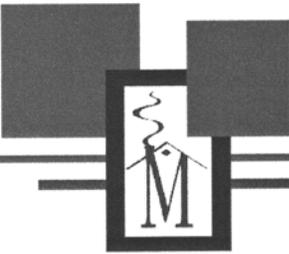
Owners: NATRONA COUNTY
 Owners Address: 200 N CENTER ST
 CASPER WY 82601
 Parcel Number: 33791021700400
 Property Address: 318 S WASHINGTON ST
 Legal Description: NATRONA HTS LOT 3 EXEMPT
 Building ID:
 Class: Exempt

ASSESSOR INFORMATION		TREASURER INFORMATION	
Account Number:	R0016105	Bill Number:	0
Land Size Square Feet:	5318	General Tax:	\$0.00
Living Area Square Feet:	0	Special Purpose1:	\$0.00
Land Size Acres:	0.12	Special Purpose2:	\$0.00
Year Built:	0	Special Purpose3:	\$0.00
Description:		Total Tax:	\$0.00
Market Value Land:	\$24,463.00	2014 PAYMENTS:	
Market Value Building:	\$0.00	1st Installment:	
Market Value Personal:	\$0.00	2nd Installment:	
Market Value Total:	\$24,463.00	Payment Status:	CURRENT

Total Market Value of Masterson Place Alternative Site I, based on Natrona County Assessor's Office records:

PROPERTY LOCATION	LOT SIZE	MARKET VALUE
1131 E. 3rd Street	.05 acres	\$61,551
304 S. Washington	.07 acres	\$111,307
310 S. Washington*	.12 acres	\$21,272
318 S. Washington*	.12 acres	\$24,463
TOTALS	.36 acres = 16,009 sq. ft.	\$218,593
* EMPTY LOTS		





MASTERSON PLACE FEASIBILITY STUDY

SECTION 7. REDEVELOPMENT CONCEPTS

The concepts proposed in this Study for a new Masterson Place facility are conceptual only and were developed to identify an overall building footprint to accommodate the three essential project components: hospitality guest rooms and the required associated amenities; additional multi-purpose guest rooms to be used for guest occupancy overflow or temporary housing for WMC traveling staff; and WMCF offices. As the project moves forward and professional architectural services are employed, there may be changes to the placement of certain amenities and/or designated space utilization presented in these concepts. Guest room size allows for several furniture configurations. The building footprints and overall square footage are essential to confirm the potential redevelopment of Alternative Site I as a new Masterson Place, and were used to estimate development and construction costs for both of the building sites being considered.

The redevelopment concepts for each of the two sites under consideration include 16 dedicated guest rooms and 10 multi-purpose rooms; a total of 26 guest rooms. Each redevelopment concept includes identified guest amenities such as a guest laundry, common kitchen and dining area, reception area and guest lounge, relocation of Mary's Garden, and WMCF offices with separate entrance. Room and designated space sizes are the same in both redevelopment concepts.

The differences between the two conceptual layouts are due to lot size. The proposed concept for the existing Masterson Place property site is a one story configuration with 23 parking spaces. The proposed concept for Alternative Site I is a three story building with 10 designated parking spaces and additional parking available in WMC West Parking Garage.

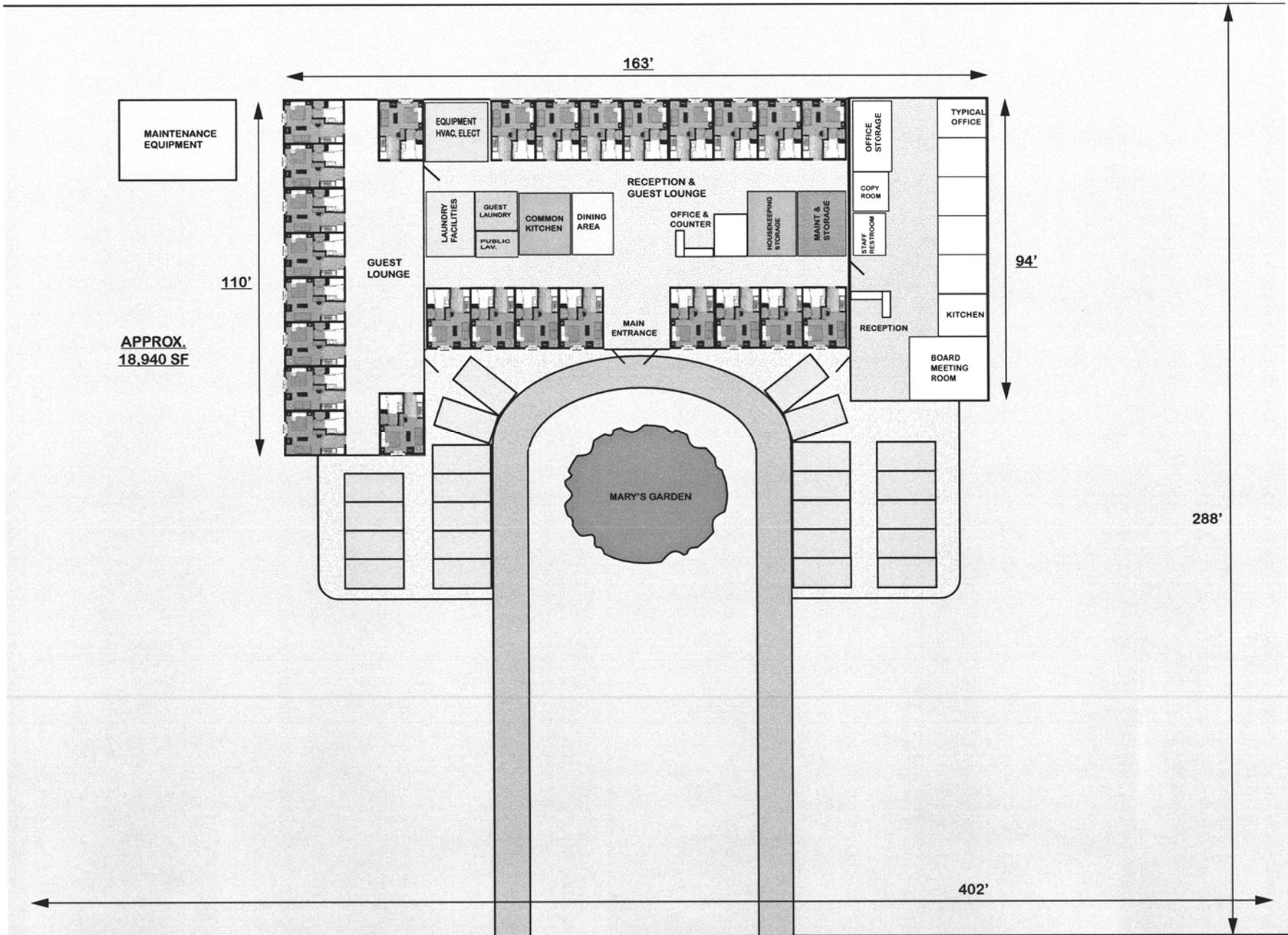
CURRENT MASTERSON PLACE REDEVELOPMENT CONCEPT

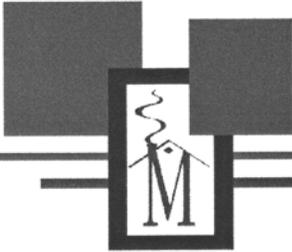
The existing Masterson Place site is 2.66 acres, which allows site redevelopment with a single story facility. It is recommended the facility be placed toward the back of the property to reduce traffic noise from East Yellowstone along with extensive sound-buffering landscaping. Current insulation building codes will also reduce the transfer of external noise into the building. It is suggested that Mary's Garden become a primary outdoor feature of the facility complex, relocated and expanded closer to the Main Entrance of the building within the circular drive. A sound-buffering wall might be considered along East Yellowstone to create a more formal entrance to the grounds, set back sufficiently to allow a clear view of traffic for guests and staff exiting the site. The remaining property can be landscaped with trees, shrubs, flower gardens, walking paths and benches for the enjoyment of the guests and staff.

This redevelopment concept incorporates 23 parking spaces, which can be expanded to accommodate guests, visitors and staff if necessary. It is further recommended that the circular drive and Main Entrance be ground level to eliminate steps up into the building.



REDEVELOPMENT CONCEPT - MASTERTSON PLACE EXISTING LOCATION





MASTERSON PLACE FEASIBILITY STUDY

MASTERSON PLACE PROPOSED LAYOUT

2325 East Yellowstone

18,940 Sq. Ft.

Main Building

Guest Rooms (16 @ 266 sf ea)(14X19)
Office & Reception Counter 10x13
Common Kitchen 15x18
Reception & Guest Lounge (Approx. 1,250 sf)
Dining Area 13x19
Guest Laundry 12x12
Public Restrooms 10x10
Equipment - Elect., HVAC, etc. 15x22
Maintenance & General Storage 15x19
Laundry Facilities - Housekeeping 15x18
Housekeeping & Storage (15x18)
Common Area
Circulation (15%) and other open

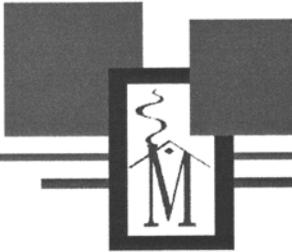
East Wing

Guest Rooms (10 @ 266 sf ea)(14X19)
Guest Lounge
Circulation (15%) and other open

WMCF Wing

Private Offices (5 @ 180 sf ea) 15x12 ea
Reception 27x34
Board Meeting Room 19x25
Copy Room 11x12
Kitchenette 15X15
Office Storage 15x25
Staff Restroom 13x11
Circulation (15%) and other open





MASTERSON PLACE FEASIBILITY STUDY

ALTERNATIVE SITE I REDEVELOPMENT CONCEPT

Alternative Site I consists of four lots owned by the WMC (.36 acres) available to the WMCF for the redevelopment and relocation of Masterson Place. The proposed building site is directly across East 3rd Street from the WMC and within walking distance to medical service providers located on the WMC campus.

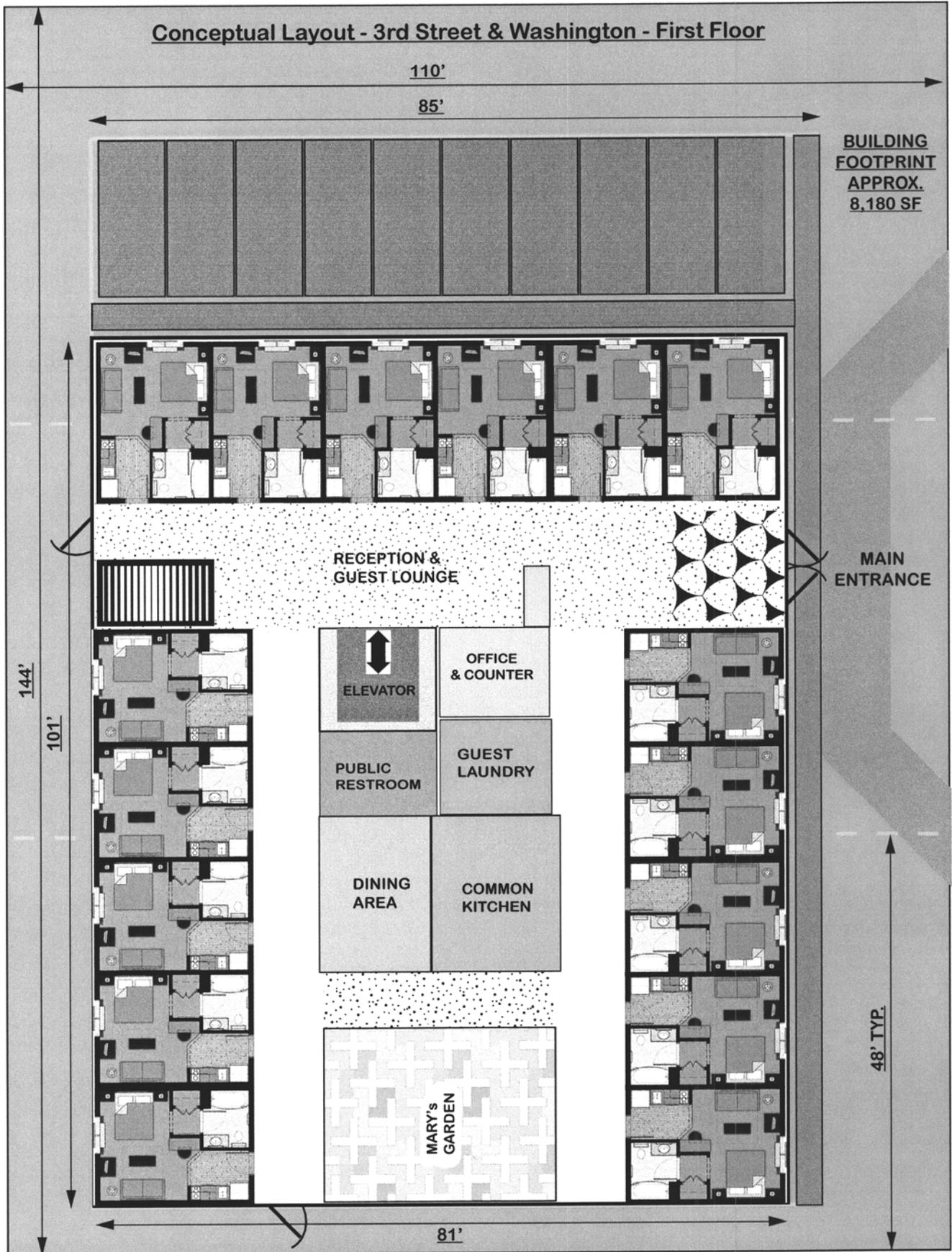
This .36 acre development site dictates the construction of a multiple story building with limited adjacent parking and ample available parking across East 3rd Street in the WMC West Parking Garage. A three story building is recommended with a 8,180 sq. ft. footprint and 10 adjacent parking spaces with 3rd Street access.

- First Floor: 16 guest rooms, reception, common kitchen and dining area, guest laundry, guest rooms, common area, elevator, and atrium for Mary's Garden.
- Second Floor: 10 multi-purpose rooms, guest laundry, kitchenette, rest rooms, elevator, equipment room, maintenance storage, housekeeping laundry and housekeeping storage.
- Third Floor: 5,507 sq. ft. of the 8,180 sq. ft. on this floor will be the WMCF offices and elevator; the remaining Third Floor space is a rooftop garden accessible to guests and staff.

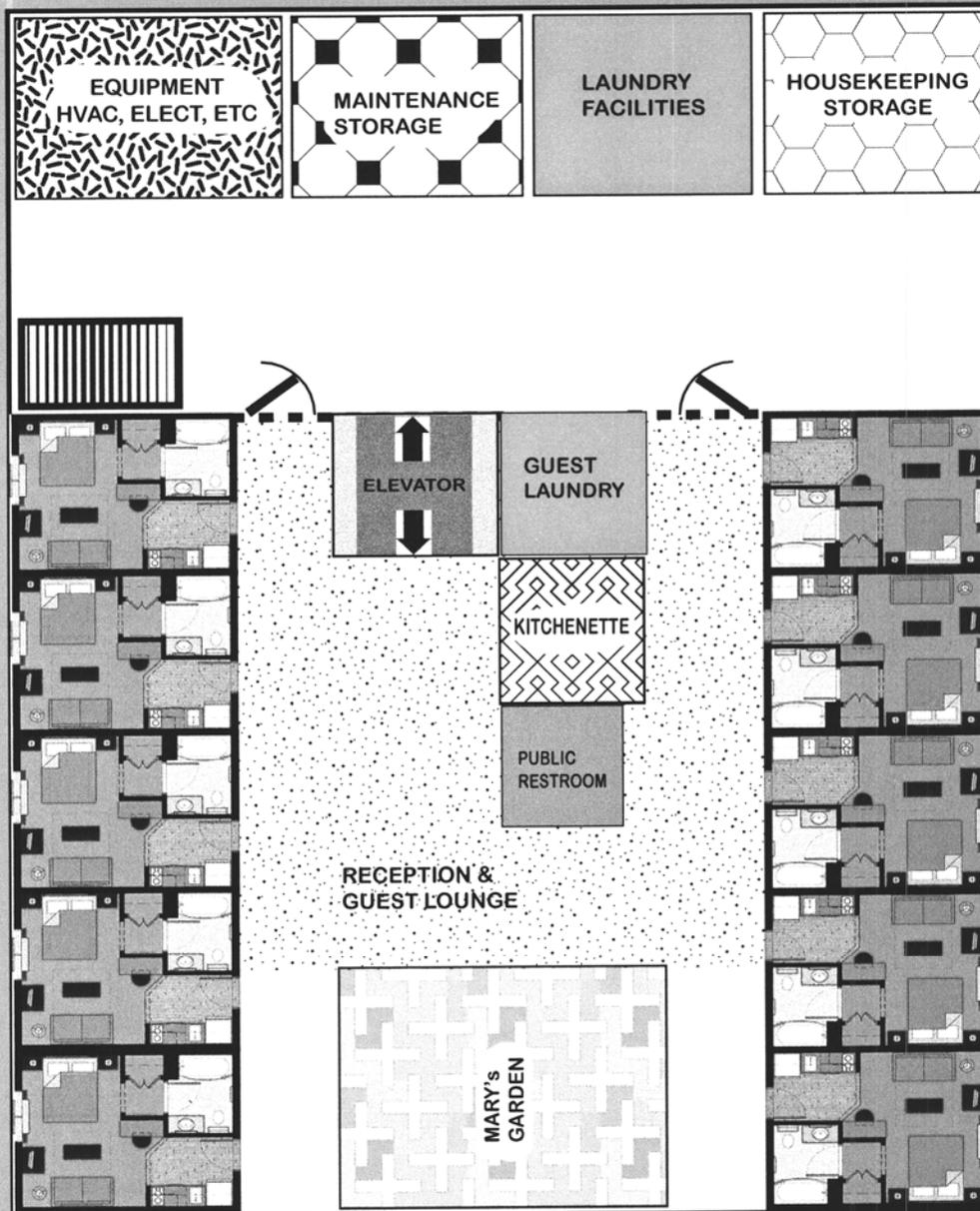
It is further recommended that a shallow curved drive be created at the Main Entrance for convenient guest check-in, registration, and check-out, and the Main Entrance be ground level to eliminate steps into the building. Attractive landscaping is proposed on the East-facing side of the building and in the setback space along the sidewalk.

The total square footage of the building is 24,540 sq. ft. Following is a conceptual layout for each of the three floors.

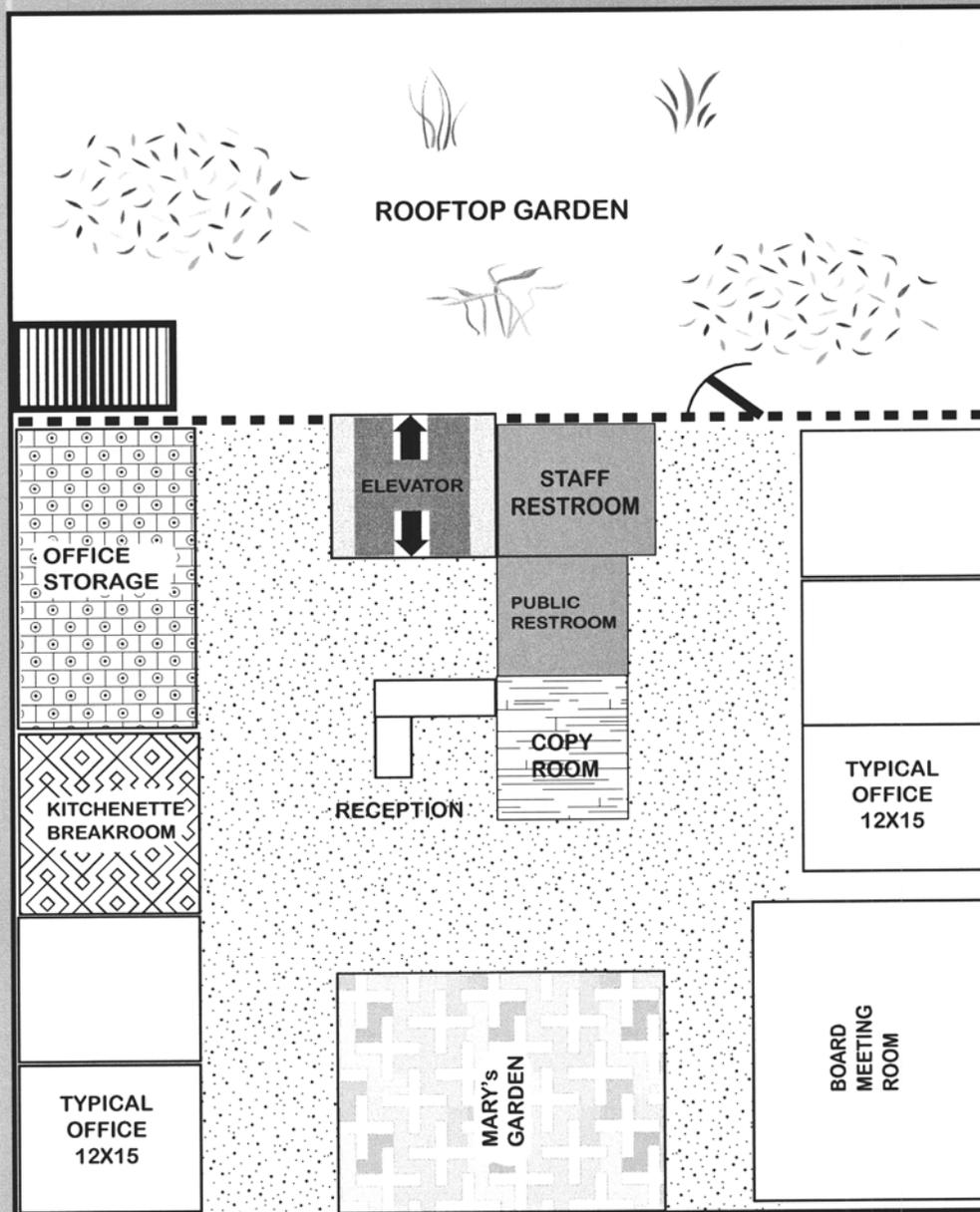
Conceptual Layout - 3rd Street & Washington - First Floor

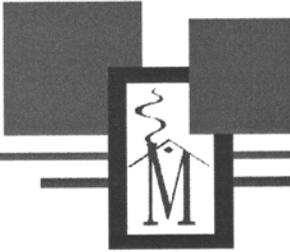


Conceptual Layout - 3rd Street & Washington - Second Floor



Conceptual Layout - 3rd Street & Washington - Third Floor

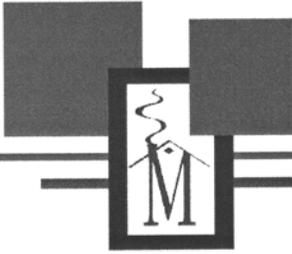




MASTERSON PLACE FEASIBILITY STUDY

MASTERSON PLACE PROPOSED LAYOUT	
3rd Street and Washington	
25,540 Sq. Ft.	
Main Level	
Guest Rooms (16 @ 266 sf ea)(14X19)	4,256
Common Kitchen 15x18	270
Reception & Guest Lounge (Approx. 1,250 sf)	1,250
Dining Area 13x18	234
Office & Counter 10x13	130
Guest Laundry 11X13	143
Public Restrooms 10x13	130
	6,413
Circulation (15%) and other open	974
	7,387
Elevator 12x13.5	162
Stairwell (7x13)	91
Mary's Garden 20x27	540
	793
Building Footprint	8,180
Second Floor	
Guest Rooms (10 @ 266 sf ea)(14X19)	2,660
Equipment - Elect., HVAC, etc. 15x22	330
Maintenance & General Storage 15x19	285
Laundry Facilities - Housekeeping 15x18	270
Housekeeping & Storage (15x18)	270
Public Restrooms 10x10	100
Kitchenette 12x12	144
Reception & Guest Lounge (Approx. 825 sf)	825
Guest Laundry 12x12	144
	5,028
Circulation (15%) and other open	2,359
	7,387
Elevator 12x13.5	162
Stairwell (7x13)	91
Mary's Garden 20x27	540
	793
Second Floor SF	8,180
Third Floor	
<i>Foundation Offices</i>	
Private Offices (5 @ 180 sf ea) 15x12 ea	900
Reception 27x34	918
Board Meeting Room 19x25	475
Copy Room 11x12	132
Kitchenette 15X15	225
Office Storage 15x25	375
Public Restrooms 10x10	100
Staff Restroom 13x11	143
	3,268
Circulation (15%) and other open	1,537
	4,805
Elevator 12x13.5	162
Mary's Garden 20x27	540
	702
Third Floor Offices	5,507
Rooftop Garden & Stairwell	2,673
Third Floor SF	8,180





MASTERSON PLACE FEASIBILITY STUDY

SECTION 8. SITE REDEVELOPMENT COST ESTIMATES

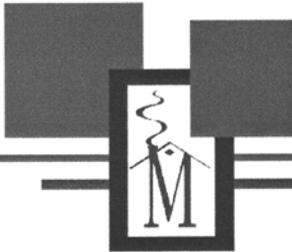
WMCF requested BRG work with Haseldon Construction to develop the following estimated construction costs to redevelop the existing Masterson Place site and Alternative Site I, based on the conceptual layouts presented in SECTION 7 of this Study.

For purposes of the estimated costs, BRG recommended a building exterior material that would blend/match the exterior of the existing buildings on the WMC campus; therefore, a brick exterior was quoted for both layout concepts. Additionally, to facilitate the construction cost estimates, Haseldon Construction and BRG agreed to quote floor covering as carpet floor tiles, similar to the floor covering used for the WMC new facilities. These options provide consistency of materials across both cost estimates for comparative analysis, and can be easily changed based on architectural design and WMCF preferences.

Again for construction cost estimate comparison, both estimates include hotel-type heating and cooling systems with individual temperature controls in each guest room.

Construction cost estimates do not include demolition, haul away and disposal of hazardous materials such as asbestos, lead paint, etc.

Furniture & Fixtures are not included in the construction cost estimates and are generally estimated at 12% - to- 15% of the total project cost.



MASTERSON PLACE FEASIBILITY STUDY



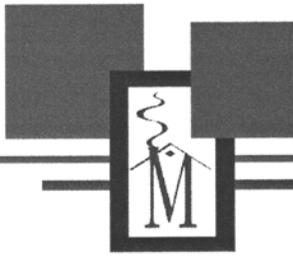
WMC - Masterson Place - Yellowstone
18940 TOTAL SQUARE FEET

Casper, WY
January 16, 2015

CONCEPTUAL BUDGET SUMMARY			TOTALS
DESCRIPTION			
SITE			\$ 706,694
FOUNDATIONS/STRUCTURE			\$ 781,870
EXTERIOR ENCLOSURE			\$ 448,770
INTERIOR FINISHES			\$ 1,105,682
EQUIPMENT			\$ -
PLUMBING/MECHANICAL/FIRE SPRINKLER			\$ 485,235
ELECTRICAL/FIRE ALARM/TELE-DATA			\$ 303,186
DIRECT COST TOTAL			\$ 3,831,437
CONTINGENCIES			
CONTINGENCY			\$ 383,144
CONTINGENCIES COST TOTAL			\$ 383,144
GENERAL CONDITIONS			
GENERAL CONDITIONS			\$ 250,000
DIRECT COST W/ GC SUBTOTAL			\$ 4,464,581
INDIRECT COSTS:			
DESIGN AND PROFESSIONAL SERVICES			By Owner
GEOTECHNICAL REPORTS			By Owner
MATERIALS TESTING			By Owner
LEED CONSULTANT			By Owner
BUILDING PERMITS & FEES			By Owner
UTILITY TAP FEES ALLOWANCE			\$ 15,000
INDIRECT COST TOTAL			
DIRECT & INDIRECT COST TOTAL			\$ 4,479,581
INSURANCE & BOND COSTS:			
INSURANCES			\$ 82,872
INSURANCE COST TOTAL			\$ 82,872
CONSTRUCTION FEES:			
CONSTRUCTION FEES			\$ 228,123
CONSTRUCTION FEES COST TOTAL			\$ 228,123
BOND COSTS:			
SUB BONDS / SUBGUARD INSURANCE			Included
PERFORMANCE & PAYMENT BOND			Not Included
TOTAL ESTIMATE>>>			\$ 4,790,576

(Cost Per sq. ft. = \$253)





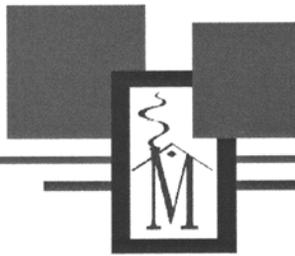
MASTERSON PLACE FEASIBILITY STUDY

SECTION 9. APPENDIX

EXHIBIT A. RECOMMENDED FURNITURE & FIXTURES LIST

After interviews with the Masterson Place staff, and our conversation with a Masterson Place long-term guest, our hospitality house research, and other input we have identified the following recommended guest room and facility amenities.

- Temperature controls in each guest room
- Two Double beds or Queen size bed
- Comfortable recliner chair
- Good lightening, bright enough for reading in bed and near a comfortable chair
- Hospitality area with small sink, Microwave, small refrigerator, coffee/tea maker
- Desk area with internet connection, or small table and chairs which can function as a dining area
- Cable television with user-friendly remote control
- All plumbing fixtures should be user-friendly, simple to operate
- Walk-in/roll-in shower with shower bench and hand rails
- Hand rails and tissue holder close to toilet
- Guest lounge near reception area
- Common kitchen and dining area
- Guest laundry facilities
- Colorful, warm color scheme throughout the facility



MASTERTSON PLACE FEASIBILITY STUDY

EXHIBIT B. HOSPITALITY HOUSE RESEARCH

As background information for the development of a new Masterson Place facility in Casper, BRG spoke with several medical center patient hospitality facilities to identify amenities offered, size, guest room furniture and fixtures, staffing, cost per night, etc. As a general observation, few offer the scope of services and number of guest rooms offered at Masterson Place. Following is a summary of BRG's conversations with the hospitality facilities managers.

Ivinson Memorial Hospital Foundation Guest House - Laramie

Built as new construction in 2012. Total facility cost \$1.2 million. Located just a few blocks south of the hospital, the single-story 3000 square foot guest house provides accommodations to out-of-town patients undergoing surgery or treatments and their family members. There are 6 guest rooms; 2 rooms are ADA compatible. Each room has a Queen bed, large doorways to accommodate walkers, and spacious living areas. The layout is two wings of three rooms each with guest laundry facilities on each wing. A large common area including living room with fire place, dining area and large kitchen stocked with ramen noodles, dry and frozen meals, etc. The room charge is \$40 per night with reduced rates available for low- to-moderate income.

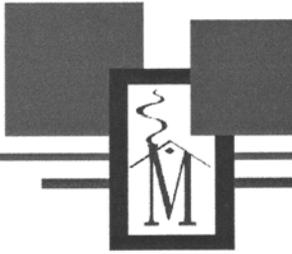
The Foundation raised the funds to build the facility and for an accompanying \$200,000 endowment and gave both to the hospital. The hospital operates the Guest House, provides registration/check-in, hospital housekeeping goes to the Guest House daily, the hospital maintains the grounds and building. No staff is dedicated to the Guest House. Two nonprofits in town raise money to assure the kitchen is stocked. The Foundation raises funds to maintain the facility and add to the endowment. The endowment was created to ensure that no hospital funds would be used to maintain the Guest House.

For overflow, the Foundation brought local hotels into the planning process; two local hotels will take the overflow if the Guest House is full, at \$40 per night.

Hitching Post Lodge – Jackson

Owned by St. John's Medical Center, located ½ block from the medical center: 5 blocks from downtown. No shuttle service is provided to the medical center or physician offices; in summertime families walk, in the winter everyone drives. The facility is an old dude ranch with 16 small duplex log cabins built in 1925. There are 2 handicap accessible units. All units are on the ground level but there is one step into the cabins. The bathrooms are too old to be renovated for handicap access.

The Lodge can accommodate up to 33 guests. Microwaves & refrigerators can be provided; coffee pots and ironing boards are also available. Cable TV and internet service are in each room. Parking is available directly in front of each cabin. It is operated by a staff of 4. There are no meals or common



MASTERSON PLACE FEASIBILITY STUDY

areas. Some units are used as housing for traveling hospital staff, night shift employees, or for hospital staff, during severe weather conditions when driving is dangerous or roads are closed.

St. Vincent Medical Center Health Care Foundation

Meadowlark House - Billings

Two fully furnished duplexes have been donated to the Foundation and one additional fully furnished house was donated on another donor's property. In total it can accommodate 5 guests with their families. Each unit of the duplexes is a complete, furnished house. Living room, dining room, fully equipped kitchen, 2 bedrooms, 2 baths, washer & dryer, attached garage with auto door opener. All units are street level, with two steps up from street. One unit has a handicapped accessible bathroom. Guests are primarily long-term stays: two-to-eight weeks.

It is managed by one employee officed at the Medical Center, who checks guests in and out. Each unit has a pull cord for emergencies that goes to a contract security service. Maintenance & landscape maintenance is done by a property management company that volunteers services. Contract cleaning services come in once per week. There is no charge to stay.

Dixie Regional Medical Center

Jubilee Home I & II - St. George

The Jubilee Homes were built and furnished through donations to the Foundation of Dixie Regional Medical Center Foundation and are operated by the Hospitality Department of the Medical Center. Jubilee Home I is located near the old medical center, Jubilee Home II is located near the new medical center facility. An intra-facility transport van is available 24-hours a day to provide transportation between hospital campuses and the Jubilee Homes at no cost. Cost per room: \$30.00 for the first night; \$25.00 for each subsequent night.

Jubilee Home I is within walking distance to the medical center. It has six rooms, two twin beds in each, one handicap accessible room. Rooms are furnished with private bath, television and linens. Common areas include a fully equipped kitchen, dining area, living room with entertainment center and guest laundry facilities. **Jubilee Home II** is within walking distance to the newer medical center campus. It features 13 rooms, two of which are adjoining and can be opened into one large family unit. Each room is furnished with two queen beds, private bath, mini fridge, microwave, and linens. Common areas include two fully equipped kitchen dining rooms, a sun room with television and recliners, and guest laundry facility. Elevators provide access to the second floor.

**CITY OF CASPER -- OPTIONAL 1% #15
COMMUNITY PROJECTS**



Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be \$8 million, or \$2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

APPLICATION INSTRUCTIONS

RECEIVED

FEB 09 2015

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments:**

FUNDING AND EXPENDITURES

1. **Detailed Budget**: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. **Operation/Maintenance Cost Estimates**: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. **Capital Investment Maintenance/Replacement Plan**: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. **Cost Estimate Substantiation**: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. **Funding Timeline**: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. **Project Debt Disclosure**: List any existing project indebtedness and the purpose of such indebtedness.

OTHER DOCUMENTATION

7. **Non-Profit Status**: Provide documentation of Non-profit tax exempt status (EIN number if available)
8. **Funding History**: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. **Needs Data**: Include any relevant data which supports the need for the project.
10. **Preliminary Design Documents**: Include design documents as applicable and available.

February 9, 2015

Total Amount of Optional 1% Sales Tax Funds Requested: \$105,000

Project Name: Renovation to Washington Park Band Shell/ Summer Pops in the Park Concert Series

Name and Address of Sponsoring Organization/Agency: Wyoming Symphony Orchestra, 225 S. David St., Casper WY 82601

Authorized Person: Makayla Hallford 225 S. David St., Casper WY 82601/
Makayla@wyomingsymphony.org / (307)266-1478 work (307)247-4670 cell

Narrative: The strong and vibrant arts community in Casper is often mentioned as one of the reasons that people are willing to relocate, or choose to stay in Casper. In a three year study by Gallup and the Knight Foundation, researchers found the key reasons cited by residents for loving their cities were entertainment and social offerings, how welcoming the city is and its aesthetics – in other words, the arts and culture of the city. The Wyoming Symphony Orchestra would like to add a free concert in the park for our community. This summer pops concert would be music that would appeal to all ages from young families to seniors. The concert will be held at the Washington Park band shell, after the Casper Municipal Band's summer concert season completes.

Because the type of music that would be played, which is commonly referred to as "Pops" music, the size of the orchestra would have to be large enough to accommodate all of the instruments needed, including large string and percussion section. The current stage is too small to accommodate the orchestra. A larger stage would also be useful for other arts and music groups, such as the Casper College Department of Theatre and Dance, Stage III, The Children's Theatre, Shakespeare in the Park, and many other concerts

The estimate prepared by the City of Casper Engineering Department, which is attached in this application, lists the estimated costs to have a collapsible stage extension designed and built to be \$25,000. The stage extension could then be stored under the current band shell when it is not in use. This would add 20'X42' to the stage, allowing for a large orchestra to have room to play.

It is the intent of the Wyoming Symphony Orchestra to perform this concert free for our community. The total cost of the concert would be \$31,702 after in-kind trades. This includes musician's pay and hotel accommodations, production personnel, music rental, park rental, and advertising. Through corporate sponsorship, and support from

foundations and grants, we hope to be able to pay for the cost of the concert, keeping it free for the public.

This free concert could easily turn into a culmination of the summer live music offerings in Casper, and be one final opportunity for the citizens of our community to gather and enjoy great live music in a favorite community location. The average attendance at a Wyoming Symphony Orchestra concert is 700. This concert, as a free and unique offering would attract large crowds. They would be able to purchase from local vendors, putting money back into our local economy.

Ownership of Project: The ownership of the stage extension would remain with the city.

Population to be Served by the Project: The entire community would be served by the project. From young families looking for family friendly entertainment to a senior couple looking to enjoy music in a live setting. In addition to the Symphony concert audiences, a large portion of which are seniors, the concert would attract new audiences as well. The Casper Municipal Band concerts would be a good indicator of the age demographics that we will attract, which is a mix of young and old but favoring senior citizens.

An estimate of audience attendance would be based off our of average concert attendance which has been 700 per concert in the 2014-2015 season. It would seem that with a free concert, in a unique setting, with music that is well-known and popular, attendance would only increase from the standard that we usually see.

Funding Sources: We were trying to get this concert series going in August of 2014, and were unable to get the stage extension completed at that time. We did have the opportunity to talk to granting agencies and foundations, and there is much interest in the project. We obtained a \$5,000 sponsorship from Anadarko for this specific concert. Our traditional granting organizations such as the Wyoming Arts Council, Wyoming Cultural Trust Fund, and the Wyoming Community Foundation would be likely to increase funding with this new project in our strategic plan. There are other options for grants that we would pursue such as the Myra Fox Skelton Foundation, Target Community Grant Foundation, and local/regional sponsorships. We would allocate a portion of our individual contributions to go toward this project as well.

Without the help of the optional one cent funds, we would be unable to build the extension to the band shell. We could possibly have a very limited concert there, but in order to fully fund the concert, we would have to sell tickets, defeating the purpose behind the free concert in the park.

Proposed Completion: The stage extension project should last for many years with little to no upkeep. We are applying for an annual contribution toward the concert, decreasing yearly as the concert becomes self-supporting.

Citizens Survey: This concert series would serve the senior population which is fifth in the list of priorities. Seniors are often looking for entertainment that they can enjoy, and frequent the live music offerings in our community. Seniors are also traditionally a large percentage of symphony supporters and would be enthusiastic about this opportunity. The stage extension falls within improvements in the parks, playgrounds, trails, and outdoor sports facilities priority. It is an improvement to a popular park which would allow more organizations to fully utilize the band shell as a stage for concerts, recitals, and theatre performances. Finally, the concert also falls under the museums and arts priority, as it is a free quality live music opportunity for our community to enjoy as a capstone to the summer.

INTERNAL REVENUE SERVICE
District Director

DEPARTMENT OF THE TREASURY
1100 Commerce St., Dallas, TX 75242

Wyoming Symphony Orchestra Inc.
P.O. Box 667
Casper, Wy. 82602-0667

Person to Contact:
EP/EO Correspondence Examiner

Telephone Number:
(214)767-1681

Refer Reply to:
EP/EO:MC:4940 DAL

Date:
May 28, 1993

EIN:
83-6011424

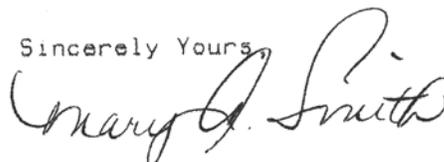
Dear Sir or Madam:

Our records show that Wyoming Symphony Orchestra Inc.
is exempt from Federal Income Tax under section 501(c)(3) of the Internal
Revenue Code. This exemption was granted June 1963 and
remains in full force and effect. Contributions to your organization are
deductible in the manner and to the extent provided by section 170 of the
Code.

We have classified your organization as one that is not a private founda-
tion within the meaning of section 509(a) of the Internal Revenue Code
because you are an organization described in section 509(a)(2).

If we may be of further assistance, please contact the person whose name and
telephone number are shown above.

Sincerely Yours,



Mary A. Smith
EP/EO Correspondence Examiner



OPTIONAL 1% SALES TAX PROPOSED PROJECT BUDGET FORM

Project Name: Washington Park Band Shell Extension

; Free community concert

↓ City paying for 1/2

Proposed Project Funding

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Optional 1% Sales Tax	\$ 55,000	\$ 20,000	\$ 15,000	\$ 15,000
Grants:				
Private	\$ 2,500	\$ 7,500	\$ 10,000	\$ 10,000
Federal	\$ 0	\$ 0	\$ 0	\$ 0
State	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
*Donations (cash)	\$ 500	\$ 3,500	\$ 8,000	\$ 8,000
*Donations (in-kind)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Project Income	\$ 0	\$ 0	\$ 0	\$ 0
**Loans	\$ 0	\$ 0	\$ 0	\$ 0
 TOTAL FUNDING AVAILABLE	 <u>\$ 65,000</u>	 <u>\$ 38,000</u>	 <u>\$ 40,000</u>	 <u>\$ 40,000</u>

* Please include donations of cash and/or in-kind materials and services.
 ** Please provide information on proposed source of loan and payback schedule.

Washington Park Band Shell Collapsible Stage Extension

Estimate Prepared by the City of Casper Engineering Division

2/3/2015

The City of Casper was asked by the Wyoming Symphony Orchestra to establish a budgetary estimate for the design and construction of a collapsible stage extension for the Washington Park Band Shell Stage. The stage extension was to be assembled so that it can be collapsed and broken into sections that would be easily moved and stored under the existing stage area when not being used. The estimate provided is based on a 20' X 42' platform area with collapsible stairs for access, the materials that the estimate is based on are 2" steel square tubing and 3/4" plywood panels.

Design: includes all costs to be paid to a registered structural engineer for the design of the stage extension system.	\$ 7,000.00
Materials: includes all costs for stage surface, support structure, and foundation materials.	\$ 8,000.00
Labor: includes all costs for construction and required demolition to install the stage extension	\$ 7,000.00
Contingency: includes any unforeseen design or construction costs not accounted for above.	\$ 3,000.00

Total Estimated Cost \$ 25,000.00

2015 Wyoming Symphony Orchestra Pops in Park Budget

In Kind

<u>Personnel/Outside Services</u>		
Musicians	\$13,540	
Music Director	\$3,200	
Concert Master	\$600	
Stage Manager	\$450	
Sound & Lighting Technician	\$2,000	\$1,000
Production Personnel	\$470	
Volunteers		\$480
Music Rental	\$1,500	
<u>Travel</u>		
Musician Travel and Per Diem	\$3,802	
Musician Accomodation	\$4,490	\$1,000
<u>Venue</u>		
Park rental	\$500	
<u>Promotion</u>		
Design Services	\$850	
Banners	\$200	\$200
Posters	\$100	
Channel 13 PSAs		\$1,500
Radio PSAs		\$500
Brian Scott Show		\$500
	\$31,702	\$5,180
Total Project Cost		\$36,882