

# COUNCIL MEETING AGENDA

**Casper City Council**  
**City Hall, Council Chambers**  
**Tuesday, December 7, 2021, 6:00 p.m.**



## COUNCIL POLICY PUBLIC STATEMENTS

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

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

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

## AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSIDERATION OF MINUTES OF THE NOVEMBER 16, 2021 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON NOVEMBER 24, 2021

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4. CONSIDERATION OF BILLS AND CLAIMS

5. COMMUNICATIONS

A. From Persons Present

6. ESTABLISH DATE OF PUBLIC HEARINGS

A. Consent

1. Establish December 21, 2021, as the Public Hearing Date for Consideration of:

- a. Partial Plat Vacation, Replat, Vacation of Public Parkland and a Zone Change for the **North Platte River Park No. 2 Subdivision**.
- b. Vacation, Replat, Subdivision Agreement and Zone Change for the **Eagle Valley Addition**.
- c. **Rates for Retail and Wholesale Water and Sewer Service**, and for **Residential and Commercial Solid Waste Collection and Disposal** at the Casper Solid Waste Facility.
- d. Transfer of Retail Liquor License No. 26 from Brenton Properties, LLC d/b/a Frank's Butcher Shop and Liquor, Located at 2024 CY Ave to **FBS Casper, LLC** d/b/a **Frank's Butcher Shop and Liquor**, Located at 2024 CY Ave.

2. Establish February 15, 2022, as the Public Hearing Date for Consideration of:

- a. Annual Renewal of all **City of Casper Liquor Licenses**.

7. PUBLIC HEARING

A. Minute Action

- 1. New **Restaurant Liquor License No. 46** for Movie Palace Inc., d/b/a **Studio City Mesa Cinemas**, Located at 3150 Talon.

8. RESOLUTIONS

A. Consent

- 1. Authorizing the Mayor to Sign the FY21 **Casper Historic Preservation Commission Annual Report**.
- 2. Authorizing an Agreement with **Emergency Medical Physicians P.C.**, in the Amount of \$10,800 Annually for Four (4) Years, to **Provide Medical Direction** to the City of Casper Fire-EMS Department.

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8. RESOLUTIONS (continued)

A. Consent

3. Authorizing an Agreement with **HDR Engineering, Inc.** for **Water Rights/Water Supply Studies, Tasks, and Activities** in an Amount Not to Exceed \$75,000.
4. Authorizing an Agreement with **Pope Construction, Inc.**, in the Amount of \$74,981.50, for the **Fire Station No. 1 Flooring**, Project No. 21-028.
5. Authorizing Change Order No. 3 with **Wayne Coleman Construction, Inc.**, for the **Industrial Avenue Drainage & Surfacing Improvements**, Project No. 19-068.
6. Authorizing a Final Acceptance Certificate with **Wyoming Department of Transportation** for the **Morad Park to Walmart Trail**.
7. Authorizing a Contract for Professional Services with **WLC Engineering, Surveying, and Planning, Inc.**, in the Amount of \$99,985, for the **Derington Addition Watermain Replacements**, Project No. 20-045.
8. Authorizing Amendment No. 1 to the Real Estate Purchase Agreement with the **Casper Housing Authority** for the **City-owned Property on South Beverly Street**.

9. MINUTE ACTION

A. Consent

1. Authorizing the Sole Source Purchase of One (1) Used 950GC **Caterpillar Front-End Wheel Loader**, in a Total Amount of \$198,504, from **Wyoming Machinery Company** of Mills, Wyoming, for Use by the Solid Waste Division.
2. Authorizing the Purchase of One (1) Used **1998 E-One Custom Pumper**, in a Total Amount of \$36,000, for Use by the Casper Fire EMS Department.
3. Authorizing the Issuance of a **Taxicab Company License** to Thomas Elliott, d/b/a **Casper Cabs**, Located at 1147 East C Street.
4. Reappointing **Robin Broumley, Jeff Bond, and Connie Hall** to the **Casper Historic Preservation Commission**.
5. Appointing **Maribeth Plocek and Joseff Hutchinson**; and Reappointing **Carol Johnson and Terry Wingerter** to the **Casper Planning and Zoning Commission**.

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

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## 11. ADJOURN INTO EXECUTIVE SESSION – LAND AND LITIGATION

## 12. ADJOURNMENT

Upcoming Council meetings

### **Council meetings**

6:00 p.m. Tuesday, December 21, 2021– Council Chambers

6:00 p.m. Tuesday, January 4, 2022 – Council Chambers

### **Work sessions**

4:30 p.m. Tuesday, December 14, 2021 – Council Chambers

4:30 p.m. Tuesday, January 11, 2022– Council Chambers

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

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COUNCIL PROCEEDINGS  
Casper City Hall – Council Chambers  
November 16, 2021

1. ROLL CALL

Casper City Council met in regular session at 6:03 p.m., Tuesday, November 16, 2021. Present: Councilmembers Cathey, Engebretsen, Gamroth, Johnson, Knell, Pacheco, Pollock, and Quest. Absent: Mayor Freel.

Moved by Councilmember Knell, seconded by Councilmember Pollock, to, by minute action, excuse the absence of Mayor Freel. Motion passed.

2. PLEDGE OF ALLEGIANCE

The Casper Youth Council led the audience in the Pledge of Allegiance.

3. MINUTES

Moved by Councilmember Cathey, seconded by Councilmember Johnson, to, by minute action, approve the minutes of the November 2, 2021, regular Council meeting, as published in the Casper-Star Tribune on November 10, 2021. Motion passed.

4. MINUTES

Moved by Councilmember Engebretsen, seconded by Councilmember Knell, to, by minute action, approve the minutes of the November 9, 2021, special Council meeting, as published in the Casper-Star Tribune on November 13, 2021. Motion passed.

5. EXECUTIVE SESSION MINUTES

Moved by Councilmember Gamroth, seconded by Councilmember Pollock, to, by minute action, approve the minutes of the November 9, 2021, executive session. Motion passed.

6. BILLS & CLAIMS

Moved by Councilmember Pollock, seconded by Councilmember Johnson, to, by minute action, approve payment of the November 16, 2021, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 11/16/21		
307CllsnCntr	Services	8,838.24
6HGroup	Goods	868.50
71Const	Goods	359,945.94
AParmely	Refund	400.00
AceHrdwr	Goods	480.17
Adecco	Services	2,053.20
AffrdblFnrl	Goods	6,476.84
AhrnRntls	Services	1,822.85
AirInnvtns	Services	400.00
Airgas	Goods	578.72
AllOutFireExt	Goods	80.00
Alsco	Services	2,043.55
AMBI	Services	837.10

AmrTech	Goods	2,724.79
Amrgs	Goods	666.95
AnttmCrkCntrectrs	Refund	118.00
ArrwheadHeat	Services	277.67
AT&T	Services	1,190.03
AtlcElec	Services	2,056.63
Atlas	Goods	1,515.65
BWorley	Reimb	150.00
BigHrnTire	Services	24,380.00
BlkHillsEnrgy	Utilities	537.41
BlkmnPrpn	Goods	1,091.80
BobcatOfCspr	Services	1,651.75
BrntagPac	Goods	35,749.80
CsprElec	Services	480.90
CsprNCHealth	Services	47,916.67
CsprScrClb	Dues	550.00
CsprStrTrb	Services	1,049.68
CsprTinShop	Services	12,150.00
CsprTire	Services	1,350.00
CntrlPaint&Body	Services	3,290.01
CWRWS	Goods	407,429.23
CntryLnk	Utilities	17,575.48
CH2MHill	Services	721.85
ChrstiAsbe	Services	1,750.00
CtyCspr	Services	72,294.10
CivilEngnrng	Services	5,797.50
CLHAssoc	Services	4,800.00
CMITeco	Services	38,411.88
CoastlChmcl	Goods	79.95
CommTech	Services	371.15
Cmtrnx	Services	666.60
CPU	Goods	2,854.00
CrwnCnstrctn	Services	102,786.34
DBackhaus	Reimb	146.99
DMartinson	Reimb	100.00
DvdsnFxdInc	Investments	3,951.85
Dell	Goods	836.46
DsrtMtn	Goods	27,058.07
DblDWldng	Services	212.50
E&FTowng	Services	120.00
EAKInc	Services	310.00
EnrgyLabs	Services	4,467.00
EngnrngDsgn	Services	687.50
ExpSvcs	Services	1,012.80
FrgsnEnt	Goods	423.00

1stDataMrchnt	Services	19.95
GCBldgSply	Services	4,091.74
Galls	Goods	1,570.40
GEMDS	Goods	3,015.88
GoodYrTire	Services	568.25
Grngr	Goods	1,907.42
HDREngnrng	Services	18,485.05
HiTekComm	Services	983.00
Homax	Goods	65,386.27
HowrdSply	Goods	906.80
IndstrlScrn	Goods	229.36
Innvzye	Goods	3,182.00
Instltn&Svc	Services	5,000.00
IntrdoIntrctv	Services	5,320.00
ITCElctrcl	Services	1,962.90
JStowers	Reimb	100.00
JTremel	Reimb	1,876.81
JGreenwood	Reimb	560.62
KTurner	Reimb	60.00
KeyhleTech	Goods	1,934.31
KnfRvr	Services	247,155.84
LawsnProd	Services	900.00
Lisa'sSpNSpn	Services	325.00
LongBldgTech	Services	250.00
Lower&Co	Services	600.00
MBurgardt	Reimb	104.79
MLAuto	Services	755.00
MoblCncrte	Goods	7,986.48
MtnStLitho	Services	71.14
MtnWstTech	Services	49.95
MuniCode	Goods	1,940.26
Myrs&Sons	Services	19,417.00
Napa	Goods	111,077.78
NetmotnSftwre	Services	11,948.43
Norco	Goods	307.81
NPT	Services	792.16
NrthrnLights	Services	1,650.00
NWstContr	Goods	2,068.18
NVACsprVet	Services	656.62
OneCall	Services	935.25
OvrHeadDr	Goods	2,060.12
Pedens	Goods	420.00
PepprTnk&Cntrctrs	Services	2,564.00
Pepsi	Services	1,075.73
PMCH	Services	20,000.00

PrfsnlCIng	Services	1,395.00
RJsCrpetCIng	Services	200.00
RckyMtnAirSltns	Goods	4,225.90
RckyMtnPwr	Utilities	116,004.09
RootrSwr	Services	1,589.06
ShrwnWlms	Goods	242.32
ShoshneDstrbtng	Goods	549.00
SixRobbbs	Goods	226.25
Smrsh	Services	1,884.00
SmthPsych	Services	1,306.48
SpareLabs	Services	1,500.00
StOfWyoNtry	Goods	60.00
StOfWyo	Services	5,190.33
StrlngInfosystms	Services	382.98
TGilbert	Reimb	414.74
TWilliams	Reimb	150.00
TheWash	Services	159.68
33MileRd	Services	107.80
ThomsonReutrs	Goods	1,466.55
TooleDsgn	Services	5,910.31
TopOffc	Goods	704.67
Trihydro	Services	7,850.00
TylerTech	Services	3,800.00
VrznConnct	Services	3,464.66
VrznWrsls	Services	4,292.48
Wamco	Services	1,000.00
WardwlWtr	Goods	40.74
WstequipMnfctrng	Goods	8,626.11
WstrnPrctsn	Goods	19,629.98
WstrnWtrConsult	Services	9,971.85
WilliamsPorterDay	Services	76.00
WyattElctrc	Services	3,950.00
WyoDeptOfRevenue	Sales Tax	751.65
WyoDeptOfWrkforceSrv	Services	17,324.90
WyoDoor	Services	240.00
WyoMchnry	Services	3,056.54
WyoSpclOlympcs	Services	589.59
WyoStAuditr	Services	673,544.85
WyoLowVltge	Goods	180.00
WWCEngnrng	Services	10,020.75
Xerox	Goods	189.31
XylmWtrSoltns	Services	6,456.00
YouthCrisisCntr	Services	17,452.50
ZonrSystms	Services	1,463.01
Total		2,708,499.48



7. BRIGHT SPOT

Mayor Pro-tem Pacheco welcomed Dr. Stout and she explained to the audience the work that is being done to maintain Veteran's Graves in the community. Mayor Pro-tem presented her with a certificate of appreciation for her work.

8. COMMUNICATIONS FROM PERSONS PRESENT

Individuals addressing the Council were: Pete Maxwell, 3764 W. 38<sup>th</sup> Street speaking on behalf of St. Anthony's School regarding the importance of reaching out to neighbors about liquor licenses near sensitive areas and his concerns that the school was not made aware of the liquor store and bar going in near the school, Councilmember Knell addressed these concerns and explained the plan John Johnson has for his project; Elizabeth Grill, Mountain Way, regarding the traffic concerns due to the bar and suggested considering a space buffer for bars like existing code requires for gambling; Jodie Olson, 12298 Poison Spider, regarding concerns of having a day drinking establishment near a school; Henry Gronenberg, 3421 Valley Rd, representing the Johnson Group, thanking parents for voicing their concerns and explaining the plan for the new establishment; and Suzette Fresquez, 2232 Lennox, mother of St. Anthony's students, with concerns of belligerent day drinkers and children being exposed to violence/inappropriate behavior. Councilmember Cathey suggested that children are exposed to foul language and violence in public and that traffic to the new businesses at this site will be similar or possibly less before.

Mayor Pro-tem Pacheco asked City Manager Napier to address concerns of notice provided. City Manager Napier described the public notification and the communication with the school when the license was transferred in April. He also stated that he spoke with citizens recently about their concerns. Mayor Pro-Tem asked if future ordinance changes would affect this establishment. City Manager Napier stated that changes could not retroactively require a business to move. Mayor Pro-Tem Pacheco addressed the concerns of the audience and stated he wasn't sure what the solution is, and asked what the City Manager thought could be done.

Councilmember Knell suggested if there are issues then Council needs to hear about complaints and then address them. He also reminded citizens that Council also represents the Johnson Group and that this business has made an investment which will provide jobs and shopping opportunities for the community.

Councilmember Gamroth summarized a letter from a citizen who couldn't attend stating the positive contributions and compliance of the Johnson Group and suggested an ordinance change would address issues such as these in the future. He also stated his knowledge of and participation in notifying the public. He also said Council could make an amendment which would require a 300 foot buffer around schools from bar or liquor establishments.

9. ESTABLISH PUBLIC HEARING

Moved by Councilmember Cathey, seconded by Councilmember Johnson, to, by minute action: establish December 7, 2021, as the public hearing date for the consideration new Restaurant Liquor License No. 46 for Movie Palace Inc., d/b/a Studio City Mesa Cinemas, located at 3150 Talon. Councilmember Pollock abstained. Motion passed.

10. PUBLIC HEARING - MINUTE ACTION

Councilmember Pollock recused herself and left the hearing. Mayor Pro-tem Pacheco opened the public hearing for the consideration of the issuance of new Restaurant Liquor License No. 21 for Whelan Catering, Inc., d/b/a House of Sushi, located at 260 South Center.

City Attorney Henley entered four (4) exhibits: correspondence from Fleur Tremel, to J. Carter Napier, dated November 2, 2021; an affidavit of publication, as published in the Casper-Star Tribune, dated November 10, 2021; an affidavit of website publication, as published on the City of Casper website, dated October 20, 2021; and the liquor license application filed October 7, 2021. City Manager Napier provided a brief report.

There being no one to speak for or against the issues involving Restaurant Liquor License No. 21, the public hearing was closed.

Moved by Councilmember Johnson, seconded by Councilmember Cathey, to, by minute action, authorize the issuance of Restaurant Liquor License No. 21. Councilmember Pollock having recused herself, abstained from voting. Motion passed.

Councilmember Pollock rejoined the meeting.

11. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 21-160

A RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT FROM THE WYOMING DEPARTMENT OF STATE PARKS AND CULTURAL RESOURCES.

RESOLUTION NO. 21-161

A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF CASPER AND PROUD TO HOST THE BEST.

RESOLUTION NO. 21-162

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WLC ENGINEERING AND SURVEYING FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE INDUSTRIAL AVENUE DRAINAGE AND SURFACING IMPROVEMENTS, ELM TO DAVID PROJECT.

RESOLUTION NO. 21-163

A RESOLUTION AUTHORIZING AN AGREEMENT WITH CASPER ELECTRIC, INC., FOR THE BALLFIELD LIGHTING REPLACEMENTS - PHASE II, PROJECT NO. 21-033.

RESOLUTION NO. 21-164

A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE CONTRACT FOR PROFESSIONAL SERVICES WITH STATE LINE NO.7 ARCHITECTS, FOR ENGINEERING SERVICES FOR THE CITY HALL RENOVATIONS AND ADDITIONS (PROJECT SAFE), PROJECT NO. 20-004.

RESOLUTION NO. 21-165

A RESOLUTION AUTHORIZING A CONTRACT FOR OUTSIDE-CITY WATER SERVICE WITH STEVEN M. CARTER.

RESOLUTION NO. 21-166

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WWC ENGINEERING, FOR PROFESSIONAL SERVICES FOR THE POPLAR STREET UTILITY IMPROVEMENTS — CY AVENUE TO COLLINS DRIVE, PROJECT NO. 21-018.

RESOLUTION NO. 21-167

A RESOLUTION AUTHORIZING A CONTRACT WITH ALPHA FACILITIES SOLUTIONS, L.L.C. TO PROVIDE A FACILITIES CONDITION ASSESSMENT ON CITY FACILITIES.

Councilmember Engebretsen presented the foregoing eight (8) resolutions for adoption. Seconded by Councilmember Pollock. Councilmember Knell abstained on Resolution Nos. 21-164 and 21-166. Motion passed.

12. MINUTE ACTION— CONSENT

Moved by Councilmember Johnson, seconded by Councilmember Quest, to, by consent minute action:

- a. acknowledge a change in corporate ownership for Bar and Grill No. 11, 71 SW Wyoming Blvd LLC d/b/a The Horse Palace, located at 71 SE Wyoming Boulevard;
- b. appoint Bob King to the Casper Historic Preservation Commission for a three (3) year term expiring December 31, 2024; and,
- c. appoint four (4) new members to Casper's Council of People with Disabilities for a term of three (3) years beginning November 17, 2021.

Councilmember Pollock abstained on the bar and grill item. Motion passed.

13. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmembers spoke on meetings and events they attended. Councilmember Pollock encouraged the public to provide Council input on the parks watering topic.

14. ADJOURNMENT

Mayor Pro-tem Pacheco noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, November 30, 2021, in the Council Chambers; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, December 7, 2021, in the Council Chambers. Moved by Councilmember Gamroth, seconded by Councilmember Quest, to, by minute action adjourn. Motion passed. The meeting was adjourned at 7:06 p.m.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Fleur Tremel  
City Clerk

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Ray Pacheco  
Mayor Pro Tem

# City of Casper - Bills and Claims for December 07, 2021

## 0970 CED

0970 CED	Hogadon - Operations	Pump supplies	\$59.61
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0970 CED - Total For Hogadon - Operations			\$59.61
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<b>0970 CED - ALL DEPARTMENTS</b>			<b>\$59.61</b>
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## 71 CONSTRUCTION, INC

71 CONSTRUCTION, INC	Streets	1/2" Hot mix asphalt	\$1,060.24
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71 CONSTRUCTION, INC	Streets	1/2" Hot mix asphalt	\$468.06
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71 CONSTRUCTION, INC	Streets	1/2" Hot mix asphalt	\$298.12
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71 CONSTRUCTION, INC	Streets	1/2" Hot mix asphalt	\$327.70
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71 CONSTRUCTION, INC - Total For Streets			\$2,154.12
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<b>71 CONSTRUCTION, INC - ALL DEPARTMENTS</b>			<b>\$2,154.12</b>
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## A.M.B.I. & SHIPPING,

A.M.B.I. & SHIPPING,	Ft. Caspar Museum	Postage / mailing service	\$22.38
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A.M.B.I. & SHIPPING, - Total For Ft. Caspar Museum			\$22.38
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A.M.B.I. & SHIPPING,	Municipal Court	Postage / mailing service	\$143.04
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A.M.B.I. & SHIPPING, - Total For Municipal Court			\$143.04
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<b>A.M.B.I. &amp; SHIPPING, - ALL DEPARTMENTS</b>			<b>\$165.42</b>
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## AAA LANDSCAPING

AAA LANDSCAPING	Balefill - Disposal & Landfill	Mowing & trimming services	\$970.00
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AAA LANDSCAPING	Balefill - Disposal & Landfill	Mowing & trimming services	\$420.00
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AAA LANDSCAPING - Total For Balefill - Disposal & Landfill			\$1,390.00
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<b>AAA LANDSCAPING - ALL DEPARTMENTS</b>			<b>\$1,390.00</b>
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## ACCENT PACKAGING INC

ACCENT PACKAGING INC	Balefill - Baler Processing	Baler Bags	\$99,648.00
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ACCENT PACKAGING INC - Total For Balefill - Baler Processing			\$99,648.00
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**ACCENT PACKAGING INC - ALL DEPARTMENTS**

\$99,648.00

**ADECCO USA, INC.**

ADECCO USA, INC.	Balefill - Baler Processing	Contract labor	\$696.00
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<i>ADECCO USA, INC. - Total For Balefill - Baler Processing</i>			<i>\$696.00</i>
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**ADECCO USA, INC. - ALL DEPARTMENTS**

\$696.00

**ADOBE CREATIVE CLOUD**

ADOBE CREATIVE CLOUD	Metropolitan Planning Org	Creative Cloud Yearly Subscription	\$629.87
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<i>ADOBE CREATIVE CLOUD - Total For Metropolitan Planning Org</i>			<i>\$629.87</i>
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**ADOBE CREATIVE CLOUD - ALL DEPARTMENTS**

\$629.87

**ADVEXURE LLC**

ADVEXURE LLC	Capital Projects Fund	Drone & accessories	\$26,890.70
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<i>ADVEXURE LLC - Total For Capital Projects Fund</i>			<i>\$26,890.70</i>
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**ADVEXURE LLC - ALL DEPARTMENTS**

\$26,890.70

**AIRGAS USA LLC**

AIRGAS USA LLC	Balefill - Disposal & Landfill	Welding supplies	\$198.00
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<i>AIRGAS USA LLC - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$198.00</i>
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**AIRGAS USA LLC - ALL DEPARTMENTS**

\$198.00

**AIRGAS USA, LLC**

AIRGAS USA, LLC	Balefill - Disposal & Landfill	WELDING SUPPLIES	\$237.61
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<i>AIRGAS USA, LLC - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$237.61</i>
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AIRGAS USA, LLC	Balefill - Diversion & Special	WELDING WIRE	\$48.97
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<i>AIRGAS USA, LLC - Total For Balefill - Diversion &amp; Special</i>			<i>\$48.97</i>
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AIRGAS USA, LLC	Water Distribution	WINTER GLOVES	\$261.54
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<i>AIRGAS USA, LLC - Total For Water Distribution</i>			<i>\$261.54</i>
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AIRGAS USA, LLC	Water Meters	Winter gloves	\$29.58
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<i>AIRGAS USA, LLC - Total For Water Meters</i>			<i>\$29.58</i>
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**AIRGAS USA, LLC - ALL DEPARTMENTS**

\$577.70

**ALBERTSONS #0062**

ALBERTSONS #0062	Parks - Parks Maint.	GROCERY STORES, SUPERMARKETS	\$19.48
<i>ALBERTSONS #0062 - Total For Parks - Parks Maint.</i>			<i>\$19.48</i>
ALBERTSONS #0062	Streets	GROCERY STORES, SUPERMARKETS	\$19.47
<i>ALBERTSONS #0062 - Total For Streets</i>			<i>\$19.47</i>
ALBERTSONS #0062	Water Administration	CPU Advisory Board meeting Supplies	\$9.78
<i>ALBERTSONS #0062 - Total For Water Administration</i>			<i>\$9.78</i>
<b>ALBERTSONS #0062 - ALL DEPARTMENTS</b>			<b>\$48.73</b>

**ALL AMERICAN GASKET**

ALL AMERICAN GASKET	Water Meters	METER COUPLING GASKETS	\$388.20
<i>ALL AMERICAN GASKET - Total For Water Meters</i>			<i>\$388.20</i>
<b>ALL AMERICAN GASKET - ALL DEPARTMENTS</b>			<b>\$388.20</b>

**ALLIANCE ELECTRIC LL**

ALLIANCE ELECTRIC LL	Balefill - Disposal & Landfill	Replacement of heat trace	\$1,161.83
<i>ALLIANCE ELECTRIC LL - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$1,161.83</i>
<b>ALLIANCE ELECTRIC LL - ALL DEPARTMENTS</b>			<b>\$1,161.83</b>

**ALPINE MOTOR SPORTS**

ALPINE MOTOR SPORTS	Water Distribution	Chain saw chins & oil	\$81.97
<i>ALPINE MOTOR SPORTS - Total For Water Distribution</i>			<i>\$81.97</i>
<b>ALPINE MOTOR SPORTS - ALL DEPARTMENTS</b>			<b>\$81.97</b>

**ALSCO**

ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$72.04
ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$55.98
<i>ALSCO - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$128.02</i>
ALSCO	Fleet Maintenance Fund	Laundry service	\$172.54
ALSCO	Fleet Maintenance Fund	Laundry service	\$129.79

ALSCO	Fleet Maintenance Fund	Laundry service	\$129.79
ALSCO	Fleet Maintenance Fund	Laundry service	\$129.79
<i>ALSCO - Total For Fleet Maintenance Fund</i>			<i>\$561.91</i>
ALSCO	Refuse - Residential	Professional Laundry Services	\$106.40
<i>ALSCO - Total For Refuse - Residential</i>			<i>\$106.40</i>
ALSCO	Regional Water Operations	Professional Laundry Services	\$73.72
<i>ALSCO - Total For Regional Water Operations</i>			<i>\$73.72</i>
ALSCO	Sewer Wastewater Collection	Professional Laundry Services	\$59.46
ALSCO	Sewer Wastewater Collection	Professional Laundry Services	\$59.46
<i>ALSCO - Total For Sewer Wastewater Collection</i>			<i>\$118.92</i>
ALSCO	Streets	Professional Laundry Services	\$133.40
ALSCO	Streets	Professional Laundry Services	\$133.40
ALSCO	Streets	Professional Laundry Services	\$133.40
ALSCO	Streets	Professional Laundry Services	\$133.40
ALSCO	Streets	Professional Laundry Services	\$133.40
<i>ALSCO - Total For Streets</i>			<i>\$667.00</i>
ALSCO	WWTP Operations	Professional Laundry Services	\$149.90
ALSCO	WWTP Operations	Professional Laundry Services	\$150.80
<i>ALSCO - Total For WWTP Operations</i>			<i>\$300.70</i>
<b>ALSCO - ALL DEPARTMENTS</b>			<b>\$1,956.67</b>

## ALUMITECH LLC

ALUMITECH LLC	Golf - Food Service	7 - Garage doors installed 19t	\$39,609.63
<i>ALUMITECH LLC - Total For Golf - Food Service</i>			<i>\$39,609.63</i>
ALUMITECH LLC	Public Transit - CARES Act	Remove / replace door closure	\$2,136.52
<i>ALUMITECH LLC - Total For Public Transit - CARES Act</i>			<i>\$2,136.52</i>
<b>ALUMITECH LLC - ALL DEPARTMENTS</b>			<b>\$41,746.15</b>

## AMAZON.COM 2Y99D3BI1

AMAZON.COM 2Y99D3BI1	Police Investigations	BOOK STORES	\$229.90
<i>AMAZON.COM 2Y99D3BI1 - Total For Police Investigations</i>			<i>\$229.90</i>
<b>AMAZON.COM 2Y99D3BI1 - ALL DEPARTMENTS</b>			<b>\$229.90</b>



## AMAZON.COM AMZN.COM/

AMAZON.COM AMZN.COM/ Fleet Maintenance Fund	return wrong printer cartridges	(\$408.89)
AMAZON.COM AMZN.COM/ - Total For Fleet Maintenance Fund		(\$408.89)
AMAZON.COM AMZN.COM/ - ALL DEPARTMENTS		(\$408.89)

## AMAZON.COM ER8OH5OG3

AMAZON.COM ER8OH5OG3 Police Administration	BOOK STORES	\$39.99
AMAZON.COM ER8OH5OG3 - Total For Police Administration		\$39.99
AMAZON.COM ER8OH5OG3 - ALL DEPARTMENTS		\$39.99

## AMAZON.COM F23I996Z3

AMAZON.COM F23I996Z3 Capital Projects Fund	Speakers Holiday Square	\$996.00
AMAZON.COM F23I996Z3 - Total For Capital Projects Fund		\$996.00
AMAZON.COM F23I996Z3 - ALL DEPARTMENTS		\$996.00

## AMAZON.COM LJ5O67IB3

AMAZON.COM LJ5O67IB3 Police Career Services	BOOK STORES	\$169.95
AMAZON.COM LJ5O67IB3 - Total For Police Career Services		\$169.95
AMAZON.COM LJ5O67IB3 - ALL DEPARTMENTS		\$169.95

## AMAZON.COM N72BZ4M63

AMAZON.COM N72BZ4M63 Police Career Services	BOOK STORES	\$11.89
AMAZON.COM N72BZ4M63 - Total For Police Career Services		\$11.89
AMAZON.COM N72BZ4M63 - ALL DEPARTMENTS		\$11.89

## AMAZON.COM VR5SJ6023

AMAZON.COM VR5SJ6023 Police Career Services	BOOK STORES	\$13.39
AMAZON.COM VR5SJ6023 - Total For Police Career Services		\$13.39
AMAZON.COM VR5SJ6023 - ALL DEPARTMENTS		\$13.39

## AMERICAN PLANNING AS

AMERICAN PLANNING AS	Planning	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$478.00
<i>AMERICAN PLANNING AS - Total For Planning</i>			<i>\$478.00</i>
<b>AMERICAN PLANNING AS - ALL DEPARTMENTS</b>			<b>\$478.00</b>

## AMERICAN POLYGRAPH A

AMERICAN POLYGRAPH A	Police Career Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$150.00
<i>AMERICAN POLYGRAPH A - Total For Police Career Services</i>			<i>\$150.00</i>
<b>AMERICAN POLYGRAPH A - ALL DEPARTMENTS</b>			<b>\$150.00</b>

## AMERICAN TITLE AGENC

AMERICAN TITLE AGENC	Water Administration	O & E Report	\$125.00
<i>AMERICAN TITLE AGENC - Total For Water Administration</i>			<i>\$125.00</i>
<b>AMERICAN TITLE AGENC - ALL DEPARTMENTS</b>			<b>\$125.00</b>

## AMERIGAS - CASPER

AMERIGAS - CASPER	Balefill - Baler Processing	Propane	\$263.27
<i>AMERIGAS - CASPER - Total For Balefill - Baler Processing</i>			<i>\$263.27</i>
<b>AMERIGAS - CASPER - ALL DEPARTMENTS</b>			<b>\$263.27</b>

## AMZN Mktp US

AMZN Mktp US	Aquatics - Operations	Large wall calendars for aquatics and athletic	\$53.30
<i>AMZN Mktp US - Total For Aquatics - Operations</i>			<i>\$53.30</i>
AMZN Mktp US	Balefill - Baler Processing	BALER KNIVES PARTS FOR LATHE MACHINE	\$60.59
AMZN Mktp US	Balefill - Baler Processing	TOOLS AND BORING BAR	\$249.00
<i>AMZN Mktp US - Total For Balefill - Baler Processing</i>			<i>\$309.59</i>
AMZN Mktp US	Balefill - Disposal & Landfill	ENVELOPES FOR OFFICE USE	\$25.58
<i>AMZN Mktp US - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$25.58</i>
AMZN Mktp US	Information Services	Office supplies	\$17.19
AMZN Mktp US	Information Services	Office Supplies	\$19.96
<i>AMZN Mktp US - Total For Information Services</i>			<i>\$37.15</i>
AMZN Mktp US	Police Administration	BOOK STORES	\$34.99

AMZN Mktp US	Police Administration	BOOK STORES	\$12.06
<i>AMZN Mktp US - Total For Police Administration</i>			<i>\$47.05</i>
AMZN Mktp US	Police Career Services	BOOK STORES	\$92.90
AMZN Mktp US	Police Career Services	BOOK STORES	\$26.97
<i>AMZN Mktp US - Total For Police Career Services</i>			<i>\$119.87</i>
AMZN Mktp US	Rec Center - Admin	Chrissy 2022 Calendar and Admin Office 202	\$39.87
<i>AMZN Mktp US - Total For Rec Center - Admin</i>			<i>\$39.87</i>
AMZN Mktp US	Rec Center - Operations	Custodial gloves	\$90.00
<i>AMZN Mktp US - Total For Rec Center - Operations</i>			<i>\$90.00</i>
AMZN Mktp US	Rec Center - Sports Programs	Large wall calendars for aquatics and athletic	\$53.30
<i>AMZN Mktp US - Total For Rec Center - Sports Programs</i>			<i>\$53.30</i>
<b>AMZN Mktp US - ALL DEPARTMENTS</b>			<b>\$775.71</b>

## APPLEBEES AKER211102

APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 10/9 while working the KNP Complex	\$19.51
APPLEBEES AKER211102	Special Fire Assistance Fund	Meal 10/18 while working the KNP Complex	\$17.58
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 10/14 while working the KNP Comple	\$26.00
APPLEBEES AKER211102	Special Fire Assistance Fund	Credit for over charge on a meal while worki	(\$3.95)
APPLEBEES AKER211102	Special Fire Assistance Fund	Credit for over charge on a meal receipt whil	(\$7.56)
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 10/11 while working the KNP Comple	\$20.16
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 10/13 while working the KNP Comple	\$16.39
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner on 10/7 while working the KNP Comp	\$15.01
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 10/15 while working the KNP Comple	\$15.01
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 10/17 while working the KNP Comple	\$19.32
APPLEBEES AKER211102	Special Fire Assistance Fund	Credit for an over charge on a meal receipt	(\$3.05)
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 10/8 while working the KNP Complex	\$16.39
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner on 10/6 while working the KNP Comp	\$15.61
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 10/16 while working the KNP Comple	\$16.39
<i>APPLEBEES AKER211102 - Total For Special Fire Assistance Fund</i>			<i>\$182.81</i>
<b>APPLEBEES AKER211102 - ALL DEPARTMENTS</b>			<b>\$182.81</b>

## ASSN OF METROPOLITAN

ASSN OF METROPOLITAN	Metropolitan Planning Org	AMPO Annual Conference Attendance Fee	\$595.00
<i>ASSN OF METROPOLITAN - Total For Metropolitan Planning Org</i>			<i>\$595.00</i>

**ASSN OF METROPOLITAN - ALL DEPARTMENTS**

\$595.00

**AT & T CORP**

AT & T CORP	Streets	Acct #287294643026	\$200.20
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<i>AT &amp; T CORP - Total For Streets</i>			<i>\$200.20</i>
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**AT & T CORP - ALL DEPARTMENTS**

\$200.20

**AT&T 051221271100**

AT&T 051221271100	Public Safety Communication	TELECOMMUNICATION SERV.INCLUD. LOCAL	\$137.24
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<i>AT&amp;T 051221271100 - Total For Public Safety Communications</i>			<i>\$137.24</i>
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**AT&T 051221271100 - ALL DEPARTMENTS**

\$137.24

**AT&T MOBILITY EPAY**

AT&T MOBILITY EPAY	Water Distribution	TELECOMMUNICATION SERV.INCLUD. LOCAL	\$520.52
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<i>AT&amp;T MOBILITY EPAY - Total For Water Distribution</i>			<i>\$520.52</i>
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**AT&T MOBILITY EPAY - ALL DEPARTMENTS**

\$520.52

**AT&T PREMIER EBILL**

AT&T PREMIER EBILL	Police Administration	TELECOMMUNICATION SERV.INCLUD. LOCAL	\$12,263.67
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AT&T PREMIER EBILL	Police Administration	TELECOMMUNICATION SERV.INCLUD. LOCAL	\$10,139.53
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AT&T PREMIER EBILL	Police Administration	TELECOMMUNICATION SERV.INCLUD. LOCAL	\$9,661.18
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<i>AT&amp;T PREMIER EBILL - Total For Police Administration</i>			<i>\$32,064.38</i>
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**AT&T PREMIER EBILL - ALL DEPARTMENTS**

\$32,064.38

**ATLANTIC ELECTRIC, I**

ATLANTIC ELECTRIC, I	Fleet Maintenance Fund	New wiring for sensor on Veeder root syste	\$535.35
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<i>ATLANTIC ELECTRIC, I - Total For Fleet Maintenance Fund</i>			<i>\$535.35</i>
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**ATLANTIC ELECTRIC, I - ALL DEPARTMENTS**

\$535.35

**ATLAS OFFICE PRODUCT**

ATLAS OFFICE PRODUCT	City Attorney	Office supplies	\$6.49
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ATLAS OFFICE PRODUCT	City Attorney	Office supplies	\$98.46
ATLAS OFFICE PRODUCT	City Attorney	Office supplies	\$125.52
ATLAS OFFICE PRODUCT	City Attorney	Office supplies	\$6.36
<i>ATLAS OFFICE PRODUCT - Total For City Attorney</i>			\$236.83
ATLAS OFFICE PRODUCT	City Clerk	COMMERCIAL EQUIPMENT, NOT ELSEWHERE	\$174.26
ATLAS OFFICE PRODUCT	City Clerk	COMMERCIAL EQUIPMENT, NOT ELSEWHERE	\$332.57
<i>ATLAS OFFICE PRODUCT - Total For City Clerk</i>			\$506.83
ATLAS OFFICE PRODUCT	Customer Service	TONER CRTDG	\$196.32
ATLAS OFFICE PRODUCT	Customer Service	OFFICE SUPPLIES AND TONER CRTDGS	\$135.22
<i>ATLAS OFFICE PRODUCT - Total For Customer Service</i>			\$331.54
ATLAS OFFICE PRODUCT	Finance	OFFICE SUPPLIES AND TONER CRTDGS	\$128.78
<i>ATLAS OFFICE PRODUCT - Total For Finance</i>			\$128.78
ATLAS OFFICE PRODUCT	Fire-EMS Administration	Copy paper	\$73.98
ATLAS OFFICE PRODUCT	Fire-EMS Administration	Ink Cartridges	\$394.80
<i>ATLAS OFFICE PRODUCT - Total For Fire-EMS Administration</i>			\$468.78
ATLAS OFFICE PRODUCT	Ft. Caspar Museum	Pens	\$5.24
ATLAS OFFICE PRODUCT	Ft. Caspar Museum	Ream of paper for posters	\$23.63
<i>ATLAS OFFICE PRODUCT - Total For Ft. Caspar Museum</i>			\$28.87
ATLAS OFFICE PRODUCT	Health Insurance Fund	OFFICE SUPPLIES AND TONER CRTDGS	\$128.78
<i>ATLAS OFFICE PRODUCT - Total For Health Insurance Fund</i>			\$128.78
ATLAS OFFICE PRODUCT	Human Resources	OFFICE SUPPLIES AND TONER CRTDGS	\$128.78
<i>ATLAS OFFICE PRODUCT - Total For Human Resources</i>			\$128.78
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$13.70
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$866.88
<i>ATLAS OFFICE PRODUCT - Total For Metro Animal Shelter</i>			\$880.58
ATLAS OFFICE PRODUCT	Municipal Court	Office supplies	\$89.30
ATLAS OFFICE PRODUCT	Municipal Court	Office supplies	\$22.36
<i>ATLAS OFFICE PRODUCT - Total For Municipal Court</i>			\$111.66
ATLAS OFFICE PRODUCT	Police Investigations	Office supplies	\$46.99
ATLAS OFFICE PRODUCT	Police Investigations	Office supplies	\$93.66
ATLAS OFFICE PRODUCT	Police Investigations	Office supplies	\$168.93
<i>ATLAS OFFICE PRODUCT - Total For Police Investigations</i>			\$309.58
ATLAS OFFICE PRODUCT	Police Patrol	Office supplies	\$28.64
<i>ATLAS OFFICE PRODUCT - Total For Police Patrol</i>			\$28.64
ATLAS OFFICE PRODUCT	Police Records	Office supplies	\$39.99
ATLAS OFFICE PRODUCT	Police Records	Office supplies	\$79.02

<i>ATLAS OFFICE PRODUCT - Total For Police Records</i>			<i>\$119.01</i>
ATLAS OFFICE PRODUCT	Police Traffic Enforcement	Office supplies	\$39.99
<i>ATLAS OFFICE PRODUCT - Total For Police Traffic Enforcement</i>			<i>\$39.99</i>
ATLAS OFFICE PRODUCT	Public Safety Communication	Office supplies	\$454.50
<i>ATLAS OFFICE PRODUCT - Total For Public Safety Communications</i>			<i>\$454.50</i>
ATLAS OFFICE PRODUCT	Refuse - Commercial	Office supplies	\$39.99
ATLAS OFFICE PRODUCT	Refuse - Commercial	Office supplies	\$59.99
<i>ATLAS OFFICE PRODUCT - Total For Refuse - Commercial</i>			<i>\$99.98</i>
ATLAS OFFICE PRODUCT	Regional Water Operations	Office supplies	\$319.82
ATLAS OFFICE PRODUCT	Regional Water Operations	AAA Batteries	\$12.28
ATLAS OFFICE PRODUCT	Regional Water Operations	OFFICE SUPPLIES	\$146.82
ATLAS OFFICE PRODUCT	Regional Water Operations	SD Card Reader	\$11.90
<i>ATLAS OFFICE PRODUCT - Total For Regional Water Operations</i>			<i>\$490.82</i>
ATLAS OFFICE PRODUCT	Risk Management	OFFICE SUPPLIES AND TONER CRTDGS	\$128.78
<i>ATLAS OFFICE PRODUCT - Total For Risk Management</i>			<i>\$128.78</i>
ATLAS OFFICE PRODUCT	Water Meters	BATTERY & TAPE	\$76.07
<i>ATLAS OFFICE PRODUCT - Total For Water Meters</i>			<i>\$76.07</i>
<b>ATLAS OFFICE PRODUCT - ALL DEPARTMENTS</b>			<b>\$4,698.80</b>

## ATLAS REPRODUCTION

ATLAS REPRODUCTION	Planning	Printing / laminate service	\$21.00
<i>ATLAS REPRODUCTION - Total For Planning</i>			<i>\$21.00</i>
<b>ATLAS REPRODUCTION - ALL DEPARTMENTS</b>			<b>\$21.00</b>

## ATT COURT ORDER CHGS

ATT COURT ORDER CHGS	Police Investigations	TELECOMMUNICATION SERV.INCLUD. LOCAL	\$70.00
<i>ATT COURT ORDER CHGS - Total For Police Investigations</i>			<i>\$70.00</i>
<b>ATT COURT ORDER CHGS - ALL DEPARTMENTS</b>			<b>\$70.00</b>

## B&B VALLEY SCALE SER

B&B VALLEY SCALE SER	Balefill - Disposal & Landfill	Repair of truck scale	\$993.20
<i>B&amp;B VALLEY SCALE SER - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$993.20</i>

**B&B VALLEY SCALE SER - ALL DEPARTMENTS**

\$993.20

**BAILEY'S ACE HARDWAR**

BAILEY'S ACE HARDWAR	Balefill - Baler Processing	Deck screw, shelving unit	\$97.98
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Baler Processing</i>			<i>\$97.98</i>
BAILEY'S ACE HARDWAR	Balefill - Disposal & Landfill	Tarp & cargo net	\$894.00
BAILEY'S ACE HARDWAR	Balefill - Disposal & Landfill	Batteries, tape measures, stud sensor	\$110.94
BAILEY'S ACE HARDWAR	Balefill - Disposal & Landfill	Tool kit, caulk, paint mixer	\$201.51
BAILEY'S ACE HARDWAR	Balefill - Disposal & Landfill	Joint knife, putty knife, flap disc	\$25.57
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$1,232.02</i>
BAILEY'S ACE HARDWAR	Balefill - Diversion & Special	Plastic bucket & lid, key & case	\$49.67
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Diversion &amp; Special</i>			<i>\$49.67</i>
BAILEY'S ACE HARDWAR	Refuse - Recycling	Mice bait, scoop, magnetic hook	\$38.16
<i>BAILEY'S ACE HARDWAR - Total For Refuse - Recycling</i>			<i>\$38.16</i>
<b>BAILEY'S ACE HARDWAR - ALL DEPARTMENTS</b>			<b>\$1,417.83</b>

**BAILEYS ACE HDWE**

BAILEYS ACE HDWE	Buildings & Structures Fund	BAS Supplies	\$15.31
BAILEYS ACE HDWE	Buildings & Structures Fund	BAS Supplies Return	(\$15.31)
BAILEYS ACE HDWE	Buildings & Structures Fund	Carpentry supplies for Cemetery	\$2.10
<i>BAILEYS ACE HDWE - Total For Buildings &amp; Structures Fund</i>			<i>\$2.10</i>
BAILEYS ACE HDWE	Fire-EMS Operations	Screws, driver bits, and tape measure for E3	\$54.14
<i>BAILEYS ACE HDWE - Total For Fire-EMS Operations</i>			<i>\$54.14</i>
BAILEYS ACE HDWE	Police Administration	HARDWARE STORES	\$27.59
<i>BAILEYS ACE HDWE - Total For Police Administration</i>			<i>\$27.59</i>
<b>BAILEYS ACE HDWE - ALL DEPARTMENTS</b>			<b>\$83.83</b>

**BARGREEN ELLINGSON**

BARGREEN ELLINGSON	Public Transit - Operations	Bathroom tissue	\$31.24
<i>BARGREEN ELLINGSON - Total For Public Transit - Operations</i>			<i>\$31.24</i>
<b>BARGREEN ELLINGSON - ALL DEPARTMENTS</b>			<b>\$31.24</b>

**BARGREEN WYOMING**

BARGREEN WYOMING	Buildings & Structures Fund	Repair supplies for Golf Course Clubhouse	\$30.00
<i>BARGREEN WYOMING - Total For Buildings &amp; Structures Fund</i>			<i>\$30.00</i>
<b>BARGREEN WYOMING - ALL DEPARTMENTS</b>			<b>\$30.00</b>

## BEST BUY

BEST BUY	Fire-EMS Administration	Wireless Radio Headphone Return	(\$399.94)
<i>BEST BUY - Total For Fire-EMS Administration</i>			<i>(\$399.94)</i>
<b>BEST BUY - ALL DEPARTMENTS</b>			<b>(\$399.94)</b>

## BLACK HILLS ENERGY

BLACK HILLS ENERGY	Ash Street Building	Acct #0421 9638 76	\$47.19
BLACK HILLS ENERGY	Ash Street Building	Acct #4376 8927 11	\$718.94
<i>BLACK HILLS ENERGY - Total For Ash Street Building</i>			<i>\$766.13</i>
BLACK HILLS ENERGY	Balefill - Disposal & Landfill	Acct #7538 8605 37	\$30.22
BLACK HILLS ENERGY	Balefill - Disposal & Landfill	Acct #1919 8530 97	\$4,266.90
<i>BLACK HILLS ENERGY - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$4,297.12</i>
BLACK HILLS ENERGY	Buildings & Structures Fund	Acct #6837 4281 65	\$2,181.75
BLACK HILLS ENERGY	Buildings & Structures Fund	Acct #8545 6521 02	\$589.57
<i>BLACK HILLS ENERGY - Total For Buildings &amp; Structures Fund</i>			<i>\$2,771.32</i>
BLACK HILLS ENERGY	Fire-EMS Administration	Acct #1783 9430 41	\$1,319.75
<i>BLACK HILLS ENERGY - Total For Fire-EMS Administration</i>			<i>\$1,319.75</i>
BLACK HILLS ENERGY	Fleet Maintenance Fund	Acct #5293 6421 13	\$3,022.77
<i>BLACK HILLS ENERGY - Total For Fleet Maintenance Fund</i>			<i>\$3,022.77</i>
BLACK HILLS ENERGY	Ft. Caspar Museum	Acct #9861 5264 23	\$415.46
<i>BLACK HILLS ENERGY - Total For Ft. Caspar Museum</i>			<i>\$415.46</i>
BLACK HILLS ENERGY	Golf - Operations	Acct #1340 9824 25	\$175.07
BLACK HILLS ENERGY	Golf - Operations	Acct #6566 7661 30	\$266.74
<i>BLACK HILLS ENERGY - Total For Golf - Operations</i>			<i>\$441.81</i>
BLACK HILLS ENERGY	Ice Arena - Operations	Acct #9570 6006 61	\$726.78
<i>BLACK HILLS ENERGY - Total For Ice Arena - Operations</i>			<i>\$726.78</i>
BLACK HILLS ENERGY	Metro Animal Shelter	Acct #9630 2229 58	\$679.08
<i>BLACK HILLS ENERGY - Total For Metro Animal Shelter</i>			<i>\$679.08</i>
BLACK HILLS ENERGY	Parks - Parks Maint.	Acct #2076 2356 87	\$142.75
<i>BLACK HILLS ENERGY - Total For Parks - Parks Maint.</i>			<i>\$142.75</i>



BLACK HILLS ENERGY	Rec Center - Operations	Acct #4400 2150 46	\$1,112.85
<i>BLACK HILLS ENERGY - Total For Rec Center - Operations</i>			<i>\$1,112.85</i>
BLACK HILLS ENERGY	Regional Water Operations	Natural Gas / Acct #7513 1659 94	\$4,357.23
<i>BLACK HILLS ENERGY - Total For Regional Water Operations</i>			<i>\$4,357.23</i>
BLACK HILLS ENERGY	Sewer Wastewater Collection	Acct #6405 5357 61	\$34.08
<i>BLACK HILLS ENERGY - Total For Sewer Wastewater Collection</i>			<i>\$34.08</i>
BLACK HILLS ENERGY	Water Distribution	Acct #0295 5402 18	\$831.48
<i>BLACK HILLS ENERGY - Total For Water Distribution</i>			<i>\$831.48</i>
BLACK HILLS ENERGY	WWTP Operations	Acct #5541 2887 44	\$5,165.33
<i>BLACK HILLS ENERGY - Total For WWTP Operations</i>			<i>\$5,165.33</i>
<b>BLACK HILLS ENERGY - ALL DEPARTMENTS</b>			<b>\$26,083.94</b>

## BLAKEMAN PROPANE

BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane	\$634.00
<i>BLAKEMAN PROPANE - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$634.00</i>
<b>BLAKEMAN PROPANE - ALL DEPARTMENTS</b>			<b>\$634.00</b>

## BLOEDORN LUMBER CO

BLOEDORN LUMBER CO	Buildings & Structures Fund	Downspout replacement at Transit Office	\$7.19
BLOEDORN LUMBER CO	Buildings & Structures Fund	Painting Supplies for Transit Office	\$13.56
BLOEDORN LUMBER CO	Buildings & Structures Fund	Plumbing repair parts for Ice Arena	\$9.70
BLOEDORN LUMBER CO	Buildings & Structures Fund	Repair supplies for Transit Office	\$14.38
BLOEDORN LUMBER CO	Buildings & Structures Fund	Repair supplies for Transit Office	\$23.39
BLOEDORN LUMBER CO	Buildings & Structures Fund	Door repair supplies for Service Center	\$17.52
BLOEDORN LUMBER CO	Buildings & Structures Fund	Repair supplies for Transit Office	\$14.39
BLOEDORN LUMBER CO	Buildings & Structures Fund	Supplies to repair heat tape at Fire Station 6	\$17.09
<i>BLOEDORN LUMBER CO - Total For Buildings &amp; Structures Fund</i>			<i>\$117.22</i>
BLOEDORN LUMBER CO	Capital Projects Fund	Repair supplies for Parking Garage restrooms	\$50.02
<i>BLOEDORN LUMBER CO - Total For Capital Projects Fund</i>			<i>\$50.02</i>
<b>BLOEDORN LUMBER CO - ALL DEPARTMENTS</b>			<b>\$167.24</b>

## BRECK MEDIA GROUP WY

BRECK MEDIA GROUP WY	Sewer Stormwater	ADVERTISING SERVICES	\$250.00
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BRECK MEDIA GROUP WY - Total For Sewer Stormwater	\$250.00
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<b>BRECK MEDIA GROUP WY - ALL DEPARTMENTS</b>	<b>\$250.00</b>
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## BUDGET RENT A CAR

BUDGET RENT A CAR	Police Career Services	BUDGET RENT-A-CAR	\$114.64
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BUDGET RENT A CAR - Total For Police Career Services			\$114.64
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BUDGET RENT A CAR	Special Fire Assistance Fund	Rental car from Denver to Cheyenne coming	\$141.20
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BUDGET RENT A CAR - Total For Special Fire Assistance Fund			\$141.20
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<b>BUDGET RENT A CAR - ALL DEPARTMENTS</b>	<b>\$255.84</b>
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## BUDGET.COM PREPAY

BUDGET.COM PREPAY	Police Career Services	BUDGET RENT-A-CAR	\$214.64
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BUDGET.COM PREPAY	Police Career Services	BUDGET RENT-A-CAR	(\$73.37)
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BUDGET.COM PREPAY - Total For Police Career Services			\$141.27
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<b>BUDGET.COM PREPAY - ALL DEPARTMENTS</b>	<b>\$141.27</b>
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## BUSH-WELLS SPORTING

BUSH-WELLS SPORTING	Police Career Services	SPORTING GOODS STORES	\$29.99
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BUSH-WELLS SPORTING - Total For Police Career Services			\$29.99
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<b>BUSH-WELLS SPORTING - ALL DEPARTMENTS</b>	<b>\$29.99</b>
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## CAFE RIO 0052 SL AIR

CAFE RIO 0052 SL AIR	Special Fire Assistance Fund	Breakfast 10/6 while working KNP Fire	\$11.94
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CAFE RIO 0052 SL AIR - Total For Special Fire Assistance Fund			\$11.94
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<b>CAFE RIO 0052 SL AIR - ALL DEPARTMENTS</b>	<b>\$11.94</b>
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## CAPITAL BUSINESS SYS

CAPITAL BUSINESS SYS	Fleet Maintenance Fund	Copier contract 11/14/21 - 12/13/21	\$52.00
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CAPITAL BUSINESS SYS - Total For Fleet Maintenance Fund			\$52.00
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<b>CAPITAL BUSINESS SYS - ALL DEPARTMENTS</b>	<b>\$52.00</b>
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## CASELLE, INC.

CASELLE, INC.	Customer Service	Contract Support / Maintenance - 12/01 to 1	\$75.00
<i>CASELLE, INC. - Total For Customer Service</i>			<i>\$75.00</i>
<b>CASELLE, INC. - ALL DEPARTMENTS</b>			<b>\$75.00</b>

## CASPER HOUSING AUTHO

CASPER HOUSING AUTHO	Capital Projects Fund	1% #16 Funding Casper Housing	\$31,250.00
<i>CASPER HOUSING AUTHO - Total For Capital Projects Fund</i>			<i>\$31,250.00</i>
<b>CASPER HOUSING AUTHO - ALL DEPARTMENTS</b>			<b>\$31,250.00</b>

## CASPER MUNICIPAL BAN

CASPER MUNICIPAL BAN	Social Community Services	Property tax allocation - 3.125%	\$141,369.83
<i>CASPER MUNICIPAL BAN - Total For Social Community Services</i>			<i>\$141,369.83</i>
<b>CASPER MUNICIPAL BAN - ALL DEPARTMENTS</b>			<b>\$141,369.83</b>

## CASPER NATRONA COUNT

CASPER NATRONA COUNT	Social Community Services	Tax Revenues (City) - October 2021	\$47,916.67
<i>CASPER NATRONA COUNT - Total For Social Community Services</i>			<i>\$47,916.67</i>
<b>CASPER NATRONA COUNT - ALL DEPARTMENTS</b>			<b>\$47,916.67</b>

## CASPER STAR TRIBUNE

CASPER STAR TRIBUNE	City Clerk	Restaurant Liquor License No. 21 Publication	\$90.38
<i>CASPER STAR TRIBUNE - Total For City Clerk</i>			<i>\$90.38</i>
<b>CASPER STAR TRIBUNE - ALL DEPARTMENTS</b>			<b>\$90.38</b>

## CASPER STAR-TRIBUNE,

CASPER STAR-TRIBUNE,	Capital Projects Fund	Standard advertisement for proposal	\$140.56
CASPER STAR-TRIBUNE,	Capital Projects Fund	Advertising-notice of final payment to contra	\$156.24
<i>CASPER STAR-TRIBUNE, - Total For Capital Projects Fund</i>			<i>\$296.80</i>
CASPER STAR-TRIBUNE,	City Manager	Order #'s 76849-1 & 76849-2	\$1,129.00
<i>CASPER STAR-TRIBUNE, - Total For City Manager</i>			<i>\$1,129.00</i>

CASPER STAR-TRIBUNE,	Metropolitan Planning Org	Advertising - request for proposals	\$82.04
<i>CASPER STAR-TRIBUNE, - Total For Metropolitan Planning Org</i>			<i>\$82.04</i>
CASPER STAR-TRIBUNE,	Planning	Advertising - Notice The Planning & Zoning	\$117.60
<i>CASPER STAR-TRIBUNE, - Total For Planning</i>			<i>\$117.60</i>
CASPER STAR-TRIBUNE,	Regional Water Operations	Central WY Regional Water Systm Advertisin	\$49.86
<i>CASPER STAR-TRIBUNE, - Total For Regional Water Operations</i>			<i>\$49.86</i>
<b>CASPER STAR-TRIBUNE, - ALL DEPARTMENTS</b>			<b>\$1,675.30</b>

## CASPER TIRE

CASPER TIRE	Fleet Maintenance Fund	Flat repair	\$60.00
CASPER TIRE	Fleet Maintenance Fund	Tires	\$700.00
CASPER TIRE	Fleet Maintenance Fund	Tires	\$700.00
CASPER TIRE	Fleet Maintenance Fund	Tires	\$700.00
CASPER TIRE	Fleet Maintenance Fund	Tires	\$1,100.00
<i>CASPER TIRE - Total For Fleet Maintenance Fund</i>			<i>\$3,260.00</i>
CASPER TIRE	Refuse - Commercial	Flat repair	\$45.00
<i>CASPER TIRE - Total For Refuse - Commercial</i>			<i>\$45.00</i>
CASPER TIRE	Refuse - Residential	Flat repair	\$56.00
<i>CASPER TIRE - Total For Refuse - Residential</i>			<i>\$56.00</i>
<b>CASPER TIRE - ALL DEPARTMENTS</b>			<b>\$3,361.00</b>

## CASPER WINAIR SUPPLY

CASPER WINAIR SUPPLY	WWTP Operations	Motor	\$230.38
<i>CASPER WINAIR SUPPLY - Total For WWTP Operations</i>			<i>\$230.38</i>
<b>CASPER WINAIR SUPPLY - ALL DEPARTMENTS</b>			<b>\$230.38</b>

## CASPER WINNELSON CO

CASPER WINNELSON CO	Aquatics - Pool	Shower Repair Kit	\$85.84
<i>CASPER WINNELSON CO - Total For Aquatics - Pool</i>			<i>\$85.84</i>
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for City Hall	\$22.22
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for City Hall	\$79.53
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Transit Office	\$29.92
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Metro Animal S	\$107.57

CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Solid Waste	\$39.58
CASPER WINNELSON CO	Buildings & Structures Fund	Boiler repair supplies for Aquatics Center	\$238.55
<i>CASPER WINNELSON CO - Total For Buildings &amp; Structures Fund</i>			<i>\$517.37</i>
<b>CASPER WINNELSON CO - ALL DEPARTMENTS</b>			<b>\$603.21</b>

## CENTURYLINK

CENTURYLINK	Aquatics - Operations	Acct #P-307-111-9950 456M	\$26.10
<i>CENTURYLINK - Total For Aquatics - Operations</i>			<i>\$26.10</i>
CENTURYLINK	Balefill - Disposal & Landfill	Acct #P-307-111-9950 456M	\$83.94
<i>CENTURYLINK - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$83.94</i>
CENTURYLINK	Buildings & Structures Fund	Acct #307-235-7545 631B	\$62.81
CENTURYLINK	Buildings & Structures Fund	Acct #307-265-0955 140B	\$39.86
CENTURYLINK	Buildings & Structures Fund	Acct #P-307-111-9950 456M	\$15.79
<i>CENTURYLINK - Total For Buildings &amp; Structures Fund</i>			<i>\$118.46</i>
CENTURYLINK	Cemetery	Acct #P-307-111-9950 456M	\$15.79
<i>CENTURYLINK - Total For Cemetery</i>			<i>\$15.79</i>
CENTURYLINK	City Attorney	Acct #P-307-111-9950 456M	\$57.68
<i>CENTURYLINK - Total For City Attorney</i>			<i>\$57.68</i>
CENTURYLINK	City Council	Acct #P-307-111-9950 456M	\$15.79
<i>CENTURYLINK - Total For City Council</i>			<i>\$15.79</i>
CENTURYLINK	City Hall	Acct #P-307-111-9950 456M	\$10.47
<i>CENTURYLINK - Total For City Hall</i>			<i>\$10.47</i>
CENTURYLINK	City Manager	Acct #P-307-111-9950 456M	\$36.73
<i>CENTURYLINK - Total For City Manager</i>			<i>\$36.73</i>
CENTURYLINK	Code Enforcement	Acct #P-307-111-9950 456M	\$73.47
<i>CENTURYLINK - Total For Code Enforcement</i>			<i>\$73.47</i>
CENTURYLINK	Customer Service	Acct #P-307-111-9950 456M	\$36.73
<i>CENTURYLINK - Total For Customer Service</i>			<i>\$36.73</i>
CENTURYLINK	Engineering	Acct #P-307-111-9950 456M	\$73.47
<i>CENTURYLINK - Total For Engineering</i>			<i>\$73.47</i>
CENTURYLINK	Finance	Acct #P-307-111-9950 456M	\$83.94
<i>CENTURYLINK - Total For Finance</i>			<i>\$83.94</i>
CENTURYLINK	Fire-EMS Administration	Acct #P-307-111-9950 456M	\$104.89
<i>CENTURYLINK - Total For Fire-EMS Administration</i>			<i>\$104.89</i>
CENTURYLINK	Fleet Maintenance Fund	Acct #P-307-111-5112 611M	\$151.22

CENTURYLINK	Fleet Maintenance Fund	Acct #P-307-111-9950 456M	\$68.15
<i>CENTURYLINK - Total For Fleet Maintenance Fund</i>			<i>\$219.37</i>
CENTURYLINK	Ft. Caspar Museum	Acct #P-307-111-9950 456M	\$15.79
<i>CENTURYLINK - Total For Ft. Caspar Museum</i>			<i>\$15.79</i>
CENTURYLINK	Golf - Operations	Acct #P-307-111-9950 456M	\$15.79
<i>CENTURYLINK - Total For Golf - Operations</i>			<i>\$15.79</i>
CENTURYLINK	Hogadon - Operations	Acct #P-307-111-9950 456M	\$52.36
<i>CENTURYLINK - Total For Hogadon - Operations</i>			<i>\$52.36</i>
CENTURYLINK	Human Resources	Acct #P-307-111-9950 456M	\$26.26
<i>CENTURYLINK - Total For Human Resources</i>			<i>\$26.26</i>
CENTURYLINK	Ice Arena - Operations	Acct #P-307-111-9950 456M	\$20.94
<i>CENTURYLINK - Total For Ice Arena - Operations</i>			<i>\$20.94</i>
CENTURYLINK	Information Services	Acct #P-307-111-9950 456M	\$83.94
<i>CENTURYLINK - Total For Information Services</i>			<i>\$83.94</i>
CENTURYLINK	Metro Animal Shelter	Acct #P-307-111-9950 456M	\$15.79
<i>CENTURYLINK - Total For Metro Animal Shelter</i>			<i>\$15.79</i>
CENTURYLINK	Municipal Court	Acct #307-234-6291 349B	\$26.43
CENTURYLINK	Municipal Court	Acct #P-307-111-9950 456M	\$57.68
<i>CENTURYLINK - Total For Municipal Court</i>			<i>\$84.11</i>
CENTURYLINK	Parks - Parks Maint.	Acct #P-307-111-9950 456M	\$57.68
<i>CENTURYLINK - Total For Parks - Parks Maint.</i>			<i>\$57.68</i>
CENTURYLINK	Planning	Acct #P-307-111-5106 155M	\$139.98
CENTURYLINK	Planning	Acct #P-307-234-6076 866M	\$131.08
CENTURYLINK	Planning	Acct #P-307-111-9950 456M	\$52.36
<i>CENTURYLINK - Total For Planning</i>			<i>\$323.42</i>
CENTURYLINK	Police Administration	Acct #P-307-111-9950 456M	\$324.96
<i>CENTURYLINK - Total For Police Administration</i>			<i>\$324.96</i>
CENTURYLINK	Public Safety Communication	Acct #P-307-111-9950 456M	\$10.47
<i>CENTURYLINK - Total For Public Safety Communications</i>			<i>\$10.47</i>
CENTURYLINK	Rec Center - Operations	Acct #P-307-111-9950 456M	\$41.89
CENTURYLINK	Rec Center - Operations	Acct #P-307-111-5114 622M	\$313.75
<i>CENTURYLINK - Total For Rec Center - Operations</i>			<i>\$355.64</i>
CENTURYLINK	Regional Water Operations	Acct #P-307-111-9950 456M	\$20.94
<i>CENTURYLINK - Total For Regional Water Operations</i>			<i>\$20.94</i>
CENTURYLINK	Risk Management	Acct #P-307-111-9950 456M	\$15.82
<i>CENTURYLINK - Total For Risk Management</i>			<i>\$15.82</i>

CENTURYLINK	Sewer Wastewater Collection Acct #P-307-111-9950 456M		\$10.47
CENTURYLINK	Sewer Wastewater Collection Acct #307-234-6303 407B		\$62.26
CENTURYLINK	Sewer Wastewater Collection Acct #307-472-1129 839B		\$40.81
<i>CENTURYLINK - Total For Sewer Wastewater Collection</i>			<i>\$113.54</i>
CENTURYLINK	Streets	Acct #P-307-111-9950 456M	\$36.73
<i>CENTURYLINK - Total For Streets</i>			<i>\$36.73</i>
CENTURYLINK	Water Administration	Acct #P-307-111-9950 456M	\$20.94
<i>CENTURYLINK - Total For Water Administration</i>			<i>\$20.94</i>
CENTURYLINK	Water Distribution	Acct #P-307-111-9950 456M	\$15.79
<i>CENTURYLINK - Total For Water Distribution</i>			<i>\$15.79</i>
CENTURYLINK	Water Meters	Acct #P-307-111-9950 456M	\$31.25
<i>CENTURYLINK - Total For Water Meters</i>			<i>\$31.25</i>
CENTURYLINK	WWTP Operations	Acct #P-307-111-9950 456M	\$31.42
CENTURYLINK	WWTP Operations	Acct #P-307-111-6113 619M	\$158.42
<i>CENTURYLINK - Total For WWTP Operations</i>			<i>\$189.84</i>
<b>CENTURYLINK - ALL DEPARTMENTS</b>			<b>\$2,788.83</b>

## CHEVRON 0379834

CHEVRON 0379834	Special Fire Assistance Fund	The Barn - Fuel for rental car while returning	\$76.34
<i>CHEVRON 0379834 - Total For Special Fire Assistance Fund</i>			<i>\$76.34</i>
<b>CHEVRON 0379834 - ALL DEPARTMENTS</b>			<b>\$76.34</b>

## CHEYENNE STAYBRIDGE

CHEYENNE STAYBRIDGE	Special Fire Assistance Fund	Hotel stay in Cheyenne coming back from KN	\$275.57
<i>CHEYENNE STAYBRIDGE - Total For Special Fire Assistance Fund</i>			<i>\$275.57</i>
<b>CHEYENNE STAYBRIDGE - ALL DEPARTMENTS</b>			<b>\$275.57</b>

## CITY OF CASPER

CITY OF CASPER	Hogadon - Operations	Balefill ticket #29350	\$21.00
<i>CITY OF CASPER - Total For Hogadon - Operations</i>			<i>\$21.00</i>
CITY OF CASPER	Metro Animal Shelter	Ann. billing for unlimited use of the Animal C	\$600.00
<i>CITY OF CASPER - Total For Metro Animal Shelter</i>			<i>\$600.00</i>
CITY OF CASPER	Metropolitan Planning Org	GIS - Interdepartmental Services	\$6,713.08

<i>CITY OF CASPER - Total For Metropolitan Planning Org</i>			<i>\$6,713.08</i>
CITY OF CASPER	Parks - Parks Maint.	Commercial charge	\$96.00
CITY OF CASPER	Parks - Parks Maint.	Commercial charge	\$96.00
CITY OF CASPER	Parks - Parks Maint.	Commercial charge	\$96.00
CITY OF CASPER	Parks - Parks Maint.	Commercial charge	\$234.00
<i>CITY OF CASPER - Total For Parks - Parks Maint.</i>			<i>\$522.00</i>
CITY OF CASPER	Police Administration	Customer #1309	\$36.00
<i>CITY OF CASPER - Total For Police Administration</i>			<i>\$36.00</i>
CITY OF CASPER	Public Transit - Operations	Public garbage	\$148.40
CITY OF CASPER	Public Transit - Operations	Fuel / Workorder Charge - Oct. 2021	\$29,900.64
CITY OF CASPER	Public Transit - Operations	Fuel / Workorder Charge - Oct. 2021	\$17,817.70
<i>CITY OF CASPER - Total For Public Transit - Operations</i>			<i>\$47,866.74</i>
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	\$6,171.73
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	\$6,084.93
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	\$7,177.77
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	\$7,178.28
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	\$6,328.20
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	\$6,451.69
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	\$504.03
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	\$7,769.80
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle newspaper & cardboa	\$5,898.88
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	\$532.65
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle newspaper & cardboa	\$6,994.92
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	\$568.16
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	\$7,135.26
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	\$5,744.14
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle newspaper / cardboar	\$7,190.78
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	\$6,187.71
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle newspaper / cardboar	\$7,187.31
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	\$6,465.47
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	\$514.10
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	\$6,764.88
CITY OF CASPER	Refuse - Residential	October 2021 Balefill Pass Billing	\$40,770.00
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	\$6,429.41
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	\$6,400.79
<i>CITY OF CASPER - Total For Refuse - Residential</i>			<i>\$162,450.89</i>



CITY OF CASPER	Regional Water Operations	Stmt ID #380038 / Customer ID #109843	\$126.00
CITY OF CASPER	Regional Water Operations	Stmt ID #425607 / Customer ID #109843	\$126.00
CITY OF CASPER	Regional Water Operations	Stmt ID #402790 / Customer ID #109843	\$126.00
CITY OF CASPER	Regional Water Operations	Stmt ID #311816 / Customer ID #109843	\$25.79
CITY OF CASPER	Regional Water Operations	Stmt ID #380038 / Customer ID #109843	\$25.79
CITY OF CASPER	Regional Water Operations	Stmt ID #311816 / Customer ID #109843	\$182.00
CITY OF CASPER	Regional Water Operations	Stmt ID #425607 / Customer ID #109843	\$25.79
CITY OF CASPER	Regional Water Operations	Stmt ID #402790 / Customer ID #109843	\$25.79
<i>CITY OF CASPER - Total For Regional Water Operations</i>			<i>\$663.16</i>
CITY OF CASPER	Sewer Administration	201 Sewer RWWS - November 2021	\$424,866.81
CITY OF CASPER	Sewer Administration	201 Sewer RWWS	\$424,866.81
<i>CITY OF CASPER - Total For Sewer Administration</i>			<i>\$849,733.62</i>
CITY OF CASPER	Social Community Services	Commercial charge-Riverfest 2021 In-Kind se	\$8.00
CITY OF CASPER	Social Community Services	Residential charge - Casper Soccer Club	\$69.00
CITY OF CASPER	Social Community Services	Commercial charge-Spring Jamboree In-Kind	\$35.13
CITY OF CASPER	Social Community Services	Commercial charge - 9/11/20 Casper Fall Cla	\$67.41
CITY OF CASPER	Social Community Services	Residential charge-Riverfest 2021 In-Kind ser	\$38.25
CITY OF CASPER	Social Community Services	User group rental - Casper Amateur Hockey	\$3,750.00
<i>CITY OF CASPER - Total For Social Community Services</i>			<i>\$3,967.79</i>
CITY OF CASPER	Water Tanks	Public garbage	\$18.00
<i>CITY OF CASPER - Total For Water Tanks</i>			<i>\$18.00</i>
CITY OF CASPER	WWTP Operations	Sump Sludge / Honey Wagon	\$108.39
CITY OF CASPER	WWTP Operations	Sump sludge / honey wagon	\$192.13
CITY OF CASPER	WWTP Operations	Alternate daily compost	\$383.47
CITY OF CASPER	WWTP Operations	Sump Sludge / Honey Wagon	\$124.29
<i>CITY OF CASPER - Total For WWTP Operations</i>			<i>\$808.28</i>
<b>CITY OF CASPER - ALL DEPARTMENTS</b>			<b>\$1,073,400.56</b>

## CIVIL ENGINEERING PR

CIVIL ENGINEERING PR	Sewer Wastewater Collection	GemsS028991-Poplar & 1st St In	\$9,070.51
<i>CIVIL ENGINEERING PR - Total For Sewer Wastewater Collection</i>			<i>\$9,070.51</i>
CIVIL ENGINEERING PR	Water Distribution	New water system master plan f	\$571.05
CIVIL ENGINEERING PR	Water Distribution	GemsS028991-Poplar & 1st St In	\$5,079.49
<i>CIVIL ENGINEERING PR - Total For Water Distribution</i>			<i>\$5,650.54</i>

**CIVIL ENGINEERING PR - ALL DEPARTMENTS**

\$14,721.05

**CMI TECO, INC.**

CMI TECO, INC.	Refuse - Commercial	Front Load Sanitation Truck Unit #222307	\$213,797.00
CMI TECO, INC.	Refuse - Commercial	Camera	\$984.19
CMI TECO, INC.	Refuse - Commercial	Equipment repair	\$8,961.20
<i>CMI TECO, INC. - Total For Refuse - Commercial</i>			\$223,742.39
CMI TECO, INC.	Refuse - Recycling	Equipment repair	\$2,774.21
CMI TECO, INC.	Refuse - Recycling	Equipment repair	\$511.94
<i>CMI TECO, INC. - Total For Refuse - Recycling</i>			\$3,286.15
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$1,372.99
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$157.22
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$2,371.61
CMI TECO, INC.	Refuse - Residential	Blinker switch	\$173.12
CMI TECO, INC.	Refuse - Residential	Seat	\$202.58
<i>CMI TECO, INC. - Total For Refuse - Residential</i>			\$4,277.52
<b>CMI TECO, INC. - ALL DEPARTMENTS</b>			\$231,306.06

**COASTAL CHEMICAL CO**

COASTAL CHEMICAL CO	Regional Water Operations	Fuel	\$91.49
<i>COASTAL CHEMICAL CO - Total For Regional Water Operations</i>			\$91.49
<b>COASTAL CHEMICAL CO - ALL DEPARTMENTS</b>			\$91.49

**COLLECTION CENTER IN**

COLLECTION CENTER IN	Human Resources	Collection services	\$48.71
<i>COLLECTION CENTER IN - Total For Human Resources</i>			\$48.71
COLLECTION CENTER IN	Refuse - Residential	Collection services	\$83.43
<i>COLLECTION CENTER IN - Total For Refuse - Residential</i>			\$83.43
COLLECTION CENTER IN	Sewer Administration	Collection services	\$63.41
<i>COLLECTION CENTER IN - Total For Sewer Administration</i>			\$63.41
COLLECTION CENTER IN	Water Administration	Collection services	\$186.90
<i>COLLECTION CENTER IN - Total For Water Administration</i>			\$186.90

**COLLECTION CENTER IN - ALL DEPARTMENTS**

\$382.45

**COMMUNICATION TECHNO**

COMMUNICATION TECHNO	Hogadon - Operations	Motorola Radio reprogramming	\$309.00
<i>COMMUNICATION TECHNO - Total For Hogadon - Operations</i>			<i>\$309.00</i>
COMMUNICATION TECHNO	Police Administration	Door switch repair	\$97.07
COMMUNICATION TECHNO	Police Administration	Remove / replace body camera dock	\$51.50
COMMUNICATION TECHNO	Police Administration	Radio repair	\$51.50
COMMUNICATION TECHNO	Police Administration	Troubleshoot battery	\$51.50
COMMUNICATION TECHNO	Police Administration	Radio replacement	\$103.00
<i>COMMUNICATION TECHNO - Total For Police Administration</i>			<i>\$354.57</i>
<b>COMMUNICATION TECHNO - ALL DEPARTMENTS</b>			<b>\$663.57</b>

**COMTRONIX, INC.**

COMTRONIX, INC.	Ft. Caspar Museum	Battery replacement for alarms	\$218.28
<i>COMTRONIX, INC. - Total For Ft. Caspar Museum</i>			<i>\$218.28</i>
<b>COMTRONIX, INC. - ALL DEPARTMENTS</b>			<b>\$218.28</b>

**CONOCO - GHOSTOWN**

CONOCO - GHOSTOWN	Special Fire Assistance Fund	Fuel for rental car on KNP Complex Fire	\$37.00
<i>CONOCO - GHOSTOWN - Total For Special Fire Assistance Fund</i>			<i>\$37.00</i>
<b>CONOCO - GHOSTOWN - ALL DEPARTMENTS</b>			<b>\$37.00</b>

**CONOCO - STOP-N-GO**

CONOCO - STOP-N-GO	Fire-EMS Operations	Fuel	\$50.58
<i>CONOCO - STOP-N-GO - Total For Fire-EMS Operations</i>			<i>\$50.58</i>
<b>CONOCO - STOP-N-GO - ALL DEPARTMENTS</b>			<b>\$50.58</b>

**CONTRACT WEST ROOFIN**

CONTRACT WEST ROOFIN	CWR System Agency	2021 RWS Roof Replacements	\$66,153.25
<i>CONTRACT WEST ROOFIN - Total For CWR System Agency</i>			<i>\$66,153.25</i>

**CONTRACT WEST ROOFIN - ALL DEPARTMENTS**

\$66,153.25

**CONVERGEONE**

CONVERGEONE	Fire-EMS Administration	Analog Voice Intercom Station 1	\$555.73
<i>CONVERGEONE - Total For Fire-EMS Administration</i>			<i>\$555.73</i>
CONVERGEONE	Hogadon - Admin	Technology Items (IP Phones Chair Lift)	\$844.41
<i>CONVERGEONE - Total For Hogadon - Admin</i>			<i>\$844.41</i>
CONVERGEONE	Information Services	Cisco switching and Phone System maintena	\$12,685.71
<i>CONVERGEONE - Total For Information Services</i>			<i>\$12,685.71</i>
<b>CONVERGEONE - ALL DEPARTMENTS</b>			<b>\$14,085.85</b>

**COWBOY STATE LANDSCA**

COWBOY STATE LANDSCA	Risk Management	Landscaping service	\$12,855.00
<i>COWBOY STATE LANDSCA - Total For Risk Management</i>			<i>\$12,855.00</i>
<b>COWBOY STATE LANDSCA - ALL DEPARTMENTS</b>			<b>\$12,855.00</b>

**COWBOY SUPPLY HOUSE**

COWBOY SUPPLY HOUSE	Rec Center - Operations	CRC Cleaning Supplies	\$61.80
<i>COWBOY SUPPLY HOUSE - Total For Rec Center - Operations</i>			<i>\$61.80</i>
<b>COWBOY SUPPLY HOUSE - ALL DEPARTMENTS</b>			<b>\$61.80</b>

**CPS DISTRIBUTORS**

CPS DISTRIBUTORS	Parks - Parks Maint.	Christmas Lights	\$540.00
<i>CPS DISTRIBUTORS - Total For Parks - Parks Maint.</i>			<i>\$540.00</i>
CPS DISTRIBUTORS	Parks - Special Areas	Christmas Lights	\$540.00
<i>CPS DISTRIBUTORS - Total For Parks - Special Areas</i>			<i>\$540.00</i>
CPS DISTRIBUTORS	Planning	HOLIDAY LIGHTS YELLOWSTONE DIST	\$1,485.00
<i>CPS DISTRIBUTORS - Total For Planning</i>			<i>\$1,485.00</i>
<b>CPS DISTRIBUTORS - ALL DEPARTMENTS</b>			<b>\$2,565.00</b>

**CPU IIT**

CPU IIT	City Attorney	Laptop computer with MS Office Pro Plus	\$1,180.00
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<i>CPU IIT - Total For City Attorney</i>			<i>\$1,180.00</i>
CPU IIT	Fleet Maintenance Fund	2 tablets w/ covers and software	\$3,102.00
<i>CPU IIT - Total For Fleet Maintenance Fund</i>			<i>\$3,102.00</i>
CPU IIT	Ft. Caspar Museum	Telephone headset for front desk	\$155.00
CPU IIT	Ft. Caspar Museum	CREDIT for return of headset	(\$155.00)
CPU IIT	Ft. Caspar Museum	Telephone headset for front desk of museu	\$349.00
<i>CPU IIT - Total For Ft. Caspar Museum</i>			<i>\$349.00</i>
<b>CPU IIT - ALL DEPARTMENTS</b>			<b>\$4,631.00</b>

## CRESCENT ELECTRIC SU

CRESCENT ELECTRIC SU	Buildings & Structures Fund	Lighting supplies for Service Center	\$131.48
CRESCENT ELECTRIC SU	Buildings & Structures Fund	Lighting supplies for Service Center	\$184.07
<i>CRESCENT ELECTRIC SU - Total For Buildings &amp; Structures Fund</i>			<i>\$315.55</i>
<b>CRESCENT ELECTRIC SU - ALL DEPARTMENTS</b>			<b>\$315.55</b>

## CROWN CONSTRUCTION L

CROWN CONSTRUCTION L	Balefill - Disposal & Landfill	2021 Solid Waste Asphalt Impro	\$28,642.50
<i>CROWN CONSTRUCTION L - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$28,642.50</i>
<b>CROWN CONSTRUCTION L - ALL DEPARTMENTS</b>			<b>\$28,642.50</b>

## CRUM ELECTRIC SUPPLY

CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Emergency exit lighting repair supplies for Ft.	\$41.73
CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Emergency exit lighting repair supplies for Ft.	\$20.87
<i>CRUM ELECTRIC SUPPLY - Total For Buildings &amp; Structures Fund</i>			<i>\$62.60</i>
CRUM ELECTRIC SUPPLY	Capital Projects Fund	Lighting repair supplies for Ash St Bldg	\$38.19
<i>CRUM ELECTRIC SUPPLY - Total For Capital Projects Fund</i>			<i>\$38.19</i>
CRUM ELECTRIC SUPPLY	Hogadon - Operations	Safety switches chairlift	\$234.52
<i>CRUM ELECTRIC SUPPLY - Total For Hogadon - Operations</i>			<i>\$234.52</i>
CRUM ELECTRIC SUPPLY	Regional Water Operations	Conduit & fittings	\$78.55
<i>CRUM ELECTRIC SUPPLY - Total For Regional Water Operations</i>			<i>\$78.55</i>
CRUM ELECTRIC SUPPLY	WWTP Operations	ELECTRICAL PARTS AND EQUIPMENT	\$122.94
CRUM ELECTRIC SUPPLY	WWTP Operations	GFI Kits	\$135.34
CRUM ELECTRIC SUPPLY	WWTP Operations	Electrical parts	\$156.37

CRUM ELECTRIC SUPPLY - Total For WWTP Operations	\$414.65
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<b>CRUM ELECTRIC SUPPLY - ALL DEPARTMENTS</b>	<b>\$828.51</b>
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## DAKOTA FENCE COMPANY

DAKOTA FENCE COMPANY	Traffic Control	J St barricades and telspar sleeve material	\$1,119.38
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DAKOTA FENCE COMPANY - Total For Traffic Control	\$1,119.38
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<b>DAKOTA FENCE COMPANY - ALL DEPARTMENTS</b>	<b>\$1,119.38</b>
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## DANA KEPNER COMPANY

DANA KEPNER COMPANY	Water Distribution	Push-on RW OL valve	\$875.00
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DANA KEPNER COMPANY - Total For Water Distribution	\$875.00
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<b>DANA KEPNER COMPANY - ALL DEPARTMENTS</b>	<b>\$875.00</b>
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## DATAMARS

DATAMARS	Metro Animal Shelter	INDUSTRIAL SUPPLIES NOT ESLEWHERE CLAS	\$2,946.80
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DATAMARS - Total For Metro Animal Shelter	\$2,946.80
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<b>DATAMARS - ALL DEPARTMENTS</b>	<b>\$2,946.80</b>
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## DAYS INNS/DAYSTOP

DAYS INNS/DAYSTOP	Police Federal Grants	DAYS INNS	\$30.00
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DAYS INNS/DAYSTOP - Total For Police Federal Grants	\$30.00
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DAYS INNS/DAYSTOP	Police State Grants	DAYS INNS	\$60.00
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DAYS INNS/DAYSTOP - Total For Police State Grants	\$60.00
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<b>DAYS INNS/DAYSTOP - ALL DEPARTMENTS</b>	<b>\$90.00</b>
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## DECKER AUTO GLASS, I

DECKER AUTO GLASS, I	Fleet Maintenance Fund	Auto glass repair	\$3,243.79
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DECKER AUTO GLASS, I	Fleet Maintenance Fund	Auto glass repair	\$305.86
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DECKER AUTO GLASS, I	Fleet Maintenance Fund	Auto glass repair	\$469.54
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DECKER AUTO GLASS, I	Fleet Maintenance Fund	Auto glass repair	\$2,968.03
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DECKER AUTO GLASS, I - Total For Fleet Maintenance Fund	\$6,987.22
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**DECKER AUTO GLASS, I - ALL DEPARTMENTS**

\$6,987.22

**DELL MARKETING LP**

DELL MARKETING LP	Engineering	2 HIGH END LAPTOPS FOR EY & TC	\$760.16
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<i>DELL MARKETING LP - Total For Engineering</i>			\$760.16
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DELL MARKETING LP	Police Administration	New Computer for Brittney Potter	\$380.08
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<i>DELL MARKETING LP - Total For Police Administration</i>			\$380.08
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**DELL MARKETING LP - ALL DEPARTMENTS**

\$1,140.24

**DENNIS SUPPLY CO.**

DENNIS SUPPLY CO.	Buildings & Structures Fund	Air filters	\$18.64
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<i>DENNIS SUPPLY CO. - Total For Buildings &amp; Structures Fund</i>			\$18.64
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DENNIS SUPPLY CO.	Capital Projects Fund	HVAC Repair Supplies for the Nic	\$453.63
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DENNIS SUPPLY CO.	Capital Projects Fund	Couplings & elbows	\$8.79
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<i>DENNIS SUPPLY CO. - Total For Capital Projects Fund</i>			\$462.42
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**DENNIS SUPPLY CO. - ALL DEPARTMENTS**

\$481.06

**DESERT MTN. CORP.**

DESERT MTN. CORP.	Streets	Ice Slicer	\$3,249.61
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DESERT MTN. CORP.	Streets	Ice Slicer	\$3,388.03
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DESERT MTN. CORP.	Streets	Ice Slicer	\$3,245.42
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DESERT MTN. CORP.	Streets	Ice Slicer	\$3,304.13
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DESERT MTN. CORP.	Streets	Ice Slicer	\$3,295.74
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<i>DESERT MTN. CORP. - Total For Streets</i>			\$16,482.93
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**DESERT MTN. CORP. - ALL DEPARTMENTS**

\$16,482.93

**DIAMOND VOGEL PAINTS**

DIAMOND VOGEL PAINTS	Buildings & Structures Fund	Painting Supplies for Transit Office	\$39.57
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<i>DIAMOND VOGEL PAINTS - Total For Buildings &amp; Structures Fund</i>			\$39.57
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**DIAMOND VOGEL PAINTS - ALL DEPARTMENTS**

\$39.57

**DOLAN CONSULTING GRO**

DOLAN CONSULTING GRO	Police Career Services	BUSINESS SERVICES NOT ELSEWHERE CLASSI	\$5,355.00
<i>DOLAN CONSULTING GRO - Total For Police Career Services</i>			<i>\$5,355.00</i>
<b>DOLAN CONSULTING GRO - ALL DEPARTMENTS</b>			<b>\$5,355.00</b>

## DOLLAR TREE

DOLLAR TREE	Rec Center - Special Program	CRF Fall Carnival Supplies	\$37.80
<i>DOLLAR TREE - Total For Rec Center - Special Programs</i>			<i>\$37.80</i>
<b>DOLLAR TREE - ALL DEPARTMENTS</b>			<b>\$37.80</b>

## DOMINO'S 6041

DOMINO'S 6041	Water Distribution	Pizza for workers during late leak repair	\$44.07
DOMINO'S 6041	Water Distribution	pizza for workers during after hours leak rep	\$15.92
<i>DOMINO'S 6041 - Total For Water Distribution</i>			<i>\$59.99</i>
<b>DOMINO'S 6041 - ALL DEPARTMENTS</b>			<b>\$59.99</b>

## DONS MOBILE CARPET I

DONS MOBILE CARPET I	Regional Water Operations	Maintenance and repair	\$2,454.07
<i>DONS MOBILE CARPET I - Total For Regional Water Operations</i>			<i>\$2,454.07</i>
<b>DONS MOBILE CARPET I - ALL DEPARTMENTS</b>			<b>\$2,454.07</b>

## DPC INDUSTRIES, INC.

DPC INDUSTRIES, INC.	Regional Water Operations	Chemicals	\$8,487.99
<i>DPC INDUSTRIES, INC. - Total For Regional Water Operations</i>			<i>\$8,487.99</i>
<b>DPC INDUSTRIES, INC. - ALL DEPARTMENTS</b>			<b>\$8,487.99</b>

## DREAM UPON A PRINCES

DREAM UPON A PRINCES	Parks - Parks Maint.	holiday square entertainment	\$100.00
<i>DREAM UPON A PRINCES - Total For Parks - Parks Maint.</i>			<i>\$100.00</i>
<b>DREAM UPON A PRINCES - ALL DEPARTMENTS</b>			<b>\$100.00</b>

## DTV DIRECTV SERVICE



DTV DIRECTV SERVICE	Public Safety Communication	CABLE, SATELLITE & OTHER PAY TV/RADIO S	\$95.99
<i>DTV DIRECTV SERVICE - Total For Public Safety Communications</i>			<i>\$95.99</i>
<b>DTV DIRECTV SERVICE - ALL DEPARTMENTS</b>			<b>\$95.99</b>

## EATON SALES & SVC.,

EATON SALES & SVC.,	Fleet Maintenance Fund	Hose reeling & shipping	\$1,522.40
EATON SALES & SVC.,	Fleet Maintenance Fund	OAI labor/trip/environmental/admin charges	\$246.75
<i>EATON SALES &amp; SVC., - Total For Fleet Maintenance Fund</i>			<i>\$1,769.15</i>
<b>EATON SALES &amp; SVC., - ALL DEPARTMENTS</b>			<b>\$1,769.15</b>

## EDEN K9 CONSULTING

EDEN K9 CONSULTING	Police Canine Operations	COMPUTER AND DATA PROCESSING SERVICE	\$696.00
<i>EDEN K9 CONSULTING - Total For Police Canine Operations</i>			<i>\$696.00</i>
<b>EDEN K9 CONSULTING - ALL DEPARTMENTS</b>			<b>\$696.00</b>

## EDGE ENGINEERING GRO

EDGE ENGINEERING GRO	Balefill - Disposal & Landfill	Gas and air handling systems	\$1,925.51
EDGE ENGINEERING GRO	Balefill - Disposal & Landfill	Methane Detector Calibration	\$750.00
EDGE ENGINEERING GRO	Balefill - Disposal & Landfill	Methane Detector Alarm Response	\$360.00
<i>EDGE ENGINEERING GRO - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$3,035.51</i>
<b>EDGE ENGINEERING GRO - ALL DEPARTMENTS</b>			<b>\$3,035.51</b>

## EMBASSY SUITES SCOTT

EMBASSY SUITES SCOTT	Metropolitan Planning Org	EMBASSY SUITES Hotel For Conference	\$907.60
<i>EMBASSY SUITES SCOTT - Total For Metropolitan Planning Org</i>			<i>\$907.60</i>
<b>EMBASSY SUITES SCOTT - ALL DEPARTMENTS</b>			<b>\$907.60</b>

## EMPLOYEE REIMBURSEME

EMPLOYEE REIMBURSEME	Balefill - Diversion & Special	Work boot reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEME - Total For Balefill - Diversion &amp; Special</i>			<i>\$150.00</i>
EMPLOYEE REIMBURSEME	Fleet Maintenance Fund	Work tool reimbursement	\$34.65
EMPLOYEE REIMBURSEME	Fleet Maintenance Fund	Work boot reimbursement	\$150.00

<i>EMPLOYEE REIMBURSEMENT - Total For Fleet Maintenance Fund</i>			<i>\$184.65</i>
EMPLOYEE REIMBURSEMENT	Human Resources	80% Reimbursement for ENMT 365	\$1,233.60
<i>EMPLOYEE REIMBURSEMENT - Total For Human Resources</i>			<i>\$1,233.60</i>
EMPLOYEE REIMBURSEMENT	Police Career Services	Work clothing reimbursement	\$252.00
EMPLOYEE REIMBURSEMENT	Police Career Services	Work clothing reimbursement	\$186.64
EMPLOYEE REIMBURSEMENT	Police Career Services	Work clothing reimbursement	\$131.25
EMPLOYEE REIMBURSEMENT	Police Career Services	Work clothing reimbursement	\$205.93
<i>EMPLOYEE REIMBURSEMENT - Total For Police Career Services</i>			<i>\$775.82</i>
EMPLOYEE REIMBURSEMENT	Streets	Work boot reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEMENT - Total For Streets</i>			<i>\$150.00</i>
EMPLOYEE REIMBURSEMENT	Water Distribution	Work boot reimbursement	\$145.79
<i>EMPLOYEE REIMBURSEMENT - Total For Water Distribution</i>			<i>\$145.79</i>
EMPLOYEE REIMBURSEMENT	WWTP Operations	Work boot reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEMENT - Total For WWTP Operations</i>			<i>\$150.00</i>
<b>EMPLOYEE REIMBURSEMENT - ALL DEPARTMENTS</b>			<b>\$2,789.86</b>

## ENERGY LABORATORIES

ENERGY LABORATORIES	Hogadon - Operations	Ground Water testing MW 2	\$62.00
ENERGY LABORATORIES	Hogadon - Operations	Ground Water Bi-Annual Testing MW#1	\$62.00
<i>ENERGY LABORATORIES - Total For Hogadon - Operations</i>			<i>\$124.00</i>
<b>ENERGY LABORATORIES - ALL DEPARTMENTS</b>			<b>\$124.00</b>

## ENERGY LABORATORIES I

ENERGY LABORATORIES I	Regional Water Operations	Aerobic endospores testing	\$306.00
ENERGY LABORATORIES I	Regional Water Operations	Aerobic endospores testing	\$306.00
<i>ENERGY LABORATORIES I - Total For Regional Water Operations</i>			<i>\$612.00</i>
ENERGY LABORATORIES I	Water Tanks	Bacteria, SDWA testing	\$176.00
ENERGY LABORATORIES I	Water Tanks	Bacteria, Public Water Supply testing	\$330.00
ENERGY LABORATORIES I	Water Tanks	Bacteria, Public Water Supply testing	\$66.00
ENERGY LABORATORIES I	Water Tanks	Bacteria, Public Water Supply testing	\$352.00
ENERGY LABORATORIES I	Water Tanks	Bacteria, Public Water Supply testing	\$264.00
ENERGY LABORATORIES I	Water Tanks	Bacteria, Public Water Supply testing	\$286.00
ENERGY LABORATORIES I	Water Tanks	Bacteria, Public Water Supply testing	\$352.00
<i>ENERGY LABORATORIES I - Total For Water Tanks</i>			<i>\$1,826.00</i>

**ENERGY LABRATORIES I - ALL DEPARTMENTS**

\$2,438.00

**ENTERPRISE RENT-A-CA**

ENTERPRISE RENT-A-CA	Metropolitan Planning Org	Rental Car for Conference	\$518.91
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<i>ENTERPRISE RENT-A-CA - Total For Metropolitan Planning Org</i>			<i>\$518.91</i>
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ENTERPRISE RENT-A-CA	Special Fire Assistance Fund	Rental car while working the KNP Complex fi	\$1,679.10
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<i>ENTERPRISE RENT-A-CA - Total For Special Fire Assistance Fund</i>			<i>\$1,679.10</i>
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**ENTERPRISE RENT-A-CA - ALL DEPARTMENTS**

\$2,198.01

**ERGOFLEX SYSTEMS INC**

ERGOFLEX SYSTEMS INC	Public Safety Communication	Control box, cable table, table jack kit	\$2,915.27
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<i>ERGOFLEX SYSTEMS INC - Total For Public Safety Communications</i>			<i>\$2,915.27</i>
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**ERGOFLEX SYSTEMS INC - ALL DEPARTMENTS**

\$2,915.27

**EVENT CI TECHNOLOGI**

EVENT CI TECHNOLOGI	Police Career Services	COMPUTER SOFTWARE STORES	\$150.00
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<i>EVENT CI TECHNOLOGI - Total For Police Career Services</i>			<i>\$150.00</i>
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**EVENT CI TECHNOLOGI - ALL DEPARTMENTS**

\$150.00

**EXPRESS PRINTING INC**

EXPRESS PRINTING INC	Code Enforcement	Printing service - business cards	\$76.00
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EXPRESS PRINTING INC	Code Enforcement	Printing service - business cards	\$22.00
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<i>EXPRESS PRINTING INC - Total For Code Enforcement</i>			<i>\$98.00</i>
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**EXPRESS PRINTING INC - ALL DEPARTMENTS**

\$98.00

**EXXONMOBIL**

EXXONMOBIL	Fire-EMS Operations	Fuel	\$26.43
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$57.92
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EXXONMOBIL	Fire-EMS Operations	Fuel	\$50.34
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<i>EXXONMOBIL - Total For Fire-EMS Operations</i>			<i>\$134.69</i>
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**EXXONMOBIL - ALL DEPARTMENTS**

\$134.69

## FACEBK NF9HR7FE52

FACEBK NF9HR7FE52	Rec Center - Special Program	CRF Craft Fair	\$50.03
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<i>FACEBK NF9HR7FE52 - Total For Rec Center - Special Programs</i>			<i>\$50.03</i>
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<b>FACEBK NF9HR7FE52 - ALL DEPARTMENTS</b>			<b>\$50.03</b>
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## FARMER BROTHERS CO

FARMER BROTHERS CO	Balefill - Disposal & Landfill	Coffee creamer	\$55.82
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<i>FARMER BROTHERS CO - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$55.82</i>
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<b>FARMER BROTHERS CO - ALL DEPARTMENTS</b>			<b>\$55.82</b>
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## FASTENAL COMPANY

FASTENAL COMPANY	Water Distribution	NUTS & BOLTS	\$13.02
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<i>FASTENAL COMPANY - Total For Water Distribution</i>			<i>\$13.02</i>
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<b>FASTENAL COMPANY - ALL DEPARTMENTS</b>			<b>\$13.02</b>
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## FEDEX OFFIC942000094

FEDEX OFFIC942000094	Ft. Caspar Museum	Postcards for advertising program	\$91.89
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<i>FEDEX OFFIC942000094 - Total For Ft. Caspar Museum</i>			<i>\$91.89</i>
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<b>FEDEX OFFIC942000094 - ALL DEPARTMENTS</b>			<b>\$91.89</b>
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## FERGUSON ENTERPRISES

FERGUSON ENTERPRISES	Regional Water Operations	other material and supplies	\$6.02
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FERGUSON ENTERPRISES	Regional Water Operations	Machinery supplies	\$46.48
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<i>FERGUSON ENTERPRISES - Total For Regional Water Operations</i>			<i>\$52.50</i>
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FERGUSON ENTERPRISES	RWS - Booster Stations	AIRPORT BOOSTER FITTINGS	\$35.94
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<i>FERGUSON ENTERPRISES - Total For RWS - Booster Stations</i>			<i>\$35.94</i>
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FERGUSON ENTERPRISES	WWTP Operations	Spool piece	\$946.35
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FERGUSON ENTERPRISES	WWTP Operations	Megaflange	\$1,008.96
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FERGUSON ENTERPRISES	WWTP Operations	Spool piece	\$537.00
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<i>FERGUSON ENTERPRISES - Total For WWTP Operations</i>			<i>\$2,492.31</i>
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<b>FERGUSON ENTERPRISES - ALL DEPARTMENTS</b>			<b>\$2,580.75</b>
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## FIRST DATA MERCHANT

FIRST DATA MERCHANT	Cemetery	October 2021 fee	\$19.95
<i>FIRST DATA MERCHANT - Total For Cemetery</i>			\$19.95
<b>FIRST DATA MERCHANT - ALL DEPARTMENTS</b>			<b>\$19.95</b>

## FIRST INTERSTATE BAN

FIRST INTERSTATE BAN	Customer Service	Deposit tickets	\$135.48
<i>FIRST INTERSTATE BAN - Total For Customer Service</i>			\$135.48
FIRST INTERSTATE BAN	Ft. Caspar Museum	Deposit tickets	\$28.50
<i>FIRST INTERSTATE BAN - Total For Ft. Caspar Museum</i>			\$28.50
FIRST INTERSTATE BAN	Human Resources	Gift cards	\$89.00
<i>FIRST INTERSTATE BAN - Total For Human Resources</i>			\$89.00
FIRST INTERSTATE BAN	Ice Arena - Operations	Deposit tickets	\$19.00
<i>FIRST INTERSTATE BAN - Total For Ice Arena - Operations</i>			\$19.00
FIRST INTERSTATE BAN	Metro Animal Shelter	Deposit tickets	\$19.00
<i>FIRST INTERSTATE BAN - Total For Metro Animal Shelter</i>			\$19.00
FIRST INTERSTATE BAN	Municipal Court	Deposit tickets	\$19.00
<i>FIRST INTERSTATE BAN - Total For Municipal Court</i>			\$19.00
FIRST INTERSTATE BAN	Planning	Deposit tickets	\$9.50
<i>FIRST INTERSTATE BAN - Total For Planning</i>			\$9.50
FIRST INTERSTATE BAN	Public Transit - Operations	Deposit tickets	\$28.50
<i>FIRST INTERSTATE BAN - Total For Public Transit - Operations</i>			\$28.50
FIRST INTERSTATE BAN	Rec Center - Admin	Deposit tickets	\$19.00
<i>FIRST INTERSTATE BAN - Total For Rec Center - Admin</i>			\$19.00
FIRST INTERSTATE BAN	Refuse - Residential	Deposit tickets	\$28.50
<i>FIRST INTERSTATE BAN - Total For Refuse - Residential</i>			\$28.50
<b>FIRST INTERSTATE BAN - ALL DEPARTMENTS</b>			<b>\$395.48</b>

## FORMS FULFILLMENT CE

FORMS FULFILLMENT CE	Municipal Court	Check Stock - Municipal Court	\$162.25
<i>FORMS FULFILLMENT CE - Total For Municipal Court</i>			\$162.25
<b>FORMS FULFILLMENT CE - ALL DEPARTMENTS</b>			<b>\$162.25</b>

## GALLS, INC.

GALLS, INC.	Metro Animal Shelter	Nametag	\$13.54
<i>GALLS, INC. - Total For Metro Animal Shelter</i>			<i>\$13.54</i>
GALLS, INC.	Police Career Services	Uniform supplies	\$90.00
GALLS, INC.	Police Career Services	Uniform supplies	\$142.20
GALLS, INC.	Police Career Services	Uniform supplies	\$206.04
GALLS, INC.	Police Career Services	Uniform supplies	\$152.96
GALLS, INC.	Police Career Services	LED gun light	\$243.80
GALLS, INC.	Police Career Services	Uniform supplies	\$105.00
<i>GALLS, INC. - Total For Police Career Services</i>			<i>\$940.00</i>
<b>GALLS, INC. - ALL DEPARTMENTS</b>			<b>\$953.54</b>

## G-C BUILDING SUPPLY

G-C BUILDING SUPPLY	Balefill - Diversion & Special	Door repair - hazmat bldg	\$1,131.42
<i>G-C BUILDING SUPPLY - Total For Balefill - Diversion &amp; Special</i>			<i>\$1,131.42</i>
<b>G-C BUILDING SUPPLY - ALL DEPARTMENTS</b>			<b>\$1,131.42</b>

## GEORGE T SANDERS

GEORGE T SANDERS	Buildings & Structures Fund	Plumbing repair parts for City Hall	\$292.95
GEORGE T SANDERS	Buildings & Structures Fund	Plumbing repair supplies for Fire Station 2	\$334.76
<i>GEORGE T SANDERS - Total For Buildings &amp; Structures Fund</i>			<i>\$627.71</i>
GEORGE T SANDERS	Water Meters	Couplings	\$108.35
<i>GEORGE T SANDERS - Total For Water Meters</i>			<i>\$108.35</i>
<b>GEORGE T SANDERS - ALL DEPARTMENTS</b>			<b>\$736.06</b>

## GIH GLOBALINDUSTRIAL

GIH GLOBALINDUSTRIAL	Fire-EMS Operations	Credit for a return	(\$609.56)
GIH GLOBALINDUSTRIAL	Fire-EMS Operations	Credit for return	(\$346.99)
<i>GIH GLOBALINDUSTRIAL - Total For Fire-EMS Operations</i>			<i>(\$956.55)</i>
<b>GIH GLOBALINDUSTRIAL - ALL DEPARTMENTS</b>			<b>(\$956.55)</b>

## GOVERNMENTJOBS.COM

GOVERNMENTJOBS.COM	Human Resources	Subscription fee - 12/21/21 - 12/20/22	\$12,099.55
<i>GOVERNMENTJOBS.COM - Total For Human Resources</i>			<i>\$12,099.55</i>
<b>GOVERNMENTJOBS.COM - ALL DEPARTMENTS</b>			<b>\$12,099.55</b>

## GRAINGER, INC.

GRAINGER, INC.	Balefill - Diversion & Special	Flashlights	\$87.51
<i>GRAINGER, INC. - Total For Balefill - Diversion &amp; Special</i>			<i>\$87.51</i>
GRAINGER, INC.	Buildings & Structures Fund	BAS Shop Supplies	\$216.32
<i>GRAINGER, INC. - Total For Buildings &amp; Structures Fund</i>			<i>\$216.32</i>
GRAINGER, INC.	Regional Water Operations	Machinery supplies	(\$6.91)
<i>GRAINGER, INC. - Total For Regional Water Operations</i>			<i>(\$6.91)</i>
GRAINGER, INC.	WWTP Operations	Wall packs	\$729.30
<i>GRAINGER, INC. - Total For WWTP Operations</i>			<i>\$729.30</i>
<b>GRAINGER, INC. - ALL DEPARTMENTS</b>			<b>\$1,026.22</b>

## GUDAHLL WILLIAMS INVE

GUDAHLL WILLIAMS INVE	Fire-EMS Training	Pre-employment polygraphs	\$600.00
<i>GUDAHLL WILLIAMS INVE - Total For Fire-EMS Training</i>			<i>\$600.00</i>
<b>GUDAHLL WILLIAMS INVE - ALL DEPARTMENTS</b>			<b>\$600.00</b>

## HACH CO., CORP.

HACH CO., CORP.	Regional Water Operations	Sample vials	\$103.00
HACH CO., CORP.	Regional Water Operations	Sample vials	\$340.41
HACH CO., CORP.	Regional Water Operations	Chlorine / Ammonia Cyanurate packs	\$352.42
HACH CO., CORP.	Regional Water Operations	LABORATORY SUPPLY	\$352.42
<i>HACH CO., CORP. - Total For Regional Water Operations</i>			<i>\$1,148.25</i>
<b>HACH CO., CORP. - ALL DEPARTMENTS</b>			<b>\$1,148.25</b>

## HARBOR FREIGHT TOOLS

HARBOR FREIGHT TOOLS	Buildings & Structures Fund	BAS Shop Supplies	\$43.96
HARBOR FREIGHT TOOLS	Buildings & Structures Fund	BAS Shop Tools	\$25.76
<i>HARBOR FREIGHT TOOLS - Total For Buildings &amp; Structures Fund</i>			<i>\$69.72</i>

**HARBOR FREIGHT TOOLS - ALL DEPARTMENTS**

\$69.72

**HAWAII DRILLERS INC**

HAWAII DRILLERS INC	Balefill - Disposal & Landfill	CUSTOMIZED LITTER NETS	\$22,386.50
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<i>HAWAII DRILLERS INC - Total For Balefill - Disposal &amp; Landfill</i>			\$22,386.50
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**HAWAII DRILLERS INC - ALL DEPARTMENTS**

\$22,386.50

**HERTZ TOLL CHARGE-AT**

HERTZ TOLL CHARGE-AT	Police Career Services	BUSINESS SERVICES NOT ELSEWHERE CLASSI	\$30.90
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<i>HERTZ TOLL CHARGE-AT - Total For Police Career Services</i>			\$30.90
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**HERTZ TOLL CHARGE-AT - ALL DEPARTMENTS**

\$30.90

**HILTON LONG BEACH**

HILTON LONG BEACH	Fire-EMS Training	Hotel room for multirae lite class	\$656.27
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<i>HILTON LONG BEACH - Total For Fire-EMS Training</i>			\$656.27
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**HILTON LONG BEACH - ALL DEPARTMENTS**

\$656.27

**HISTORY KEEPERS**

HISTORY KEEPERS	General Fund Revenue	Books for resale in museum store	\$80.00
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<i>HISTORY KEEPERS - Total For General Fund Revenue</i>			\$80.00
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**HISTORY KEEPERS - ALL DEPARTMENTS**

\$80.00

**HITEK COMMUNICATIONS**

HITEK COMMUNICATIONS	Human Resources	ID Cards	\$1,978.00
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<i>HITEK COMMUNICATIONS - Total For Human Resources</i>			\$1,978.00
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**HITEK COMMUNICATIONS - ALL DEPARTMENTS**

\$1,978.00

**HOBBY-LOBBY #0233**

HOBBY-LOBBY #0233	Rec Center - Classes	babysitting class supplies	\$16.90
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<i>HOBBY-LOBBY #0233 - Total For Rec Center - Classes</i>			\$16.90
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**HOBBY-LOBBY #0233 - ALL DEPARTMENTS**

\$16.90

**HOLIDAY INN EXPRESS**

HOLIDAY INN EXPRESS	Special Fire Assistance Fund	Motel room while working the KNP Complex	\$502.64
HOLIDAY INN EXPRESS	Special Fire Assistance Fund	Hotel stay while on the KNP Complex fire	\$251.32
HOLIDAY INN EXPRESS	Special Fire Assistance Fund	Hotel stay while working the KNP Complex fi	\$502.64
HOLIDAY INN EXPRESS	Special Fire Assistance Fund	Hotel stay in Cheyenne coming home from t	\$148.16

*HOLIDAY INN EXPRESS - Total For Special Fire Assistance Fund* \$1,404.76

**HOLIDAY INN EXPRESS - ALL DEPARTMENTS**

\$1,404.76

**HOLLAND & HART LLP**

HOLLAND & HART LLP	Water Tanks	Renegotiation of Water Storage	\$322.50
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*HOLLAND & HART LLP - Total For Water Tanks* \$322.50

**HOLLAND & HART LLP - ALL DEPARTMENTS**

\$322.50

**HOMAX OIL SALES, INC**

HOMAX OIL SALES, INC	Balefill - Disposal & Landfill	LANDFILL FUEL PURCHASE	\$20,433.66
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*HOMAX OIL SALES, INC - Total For Balefill - Disposal & Landfill* \$20,433.66

HOMAX OIL SALES, INC	Fleet Maintenance Fund	Diesel fuel & Ecoclean Power Plus	\$27,548.46
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Stock / DEF - bulk	\$1,368.50
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Unleaded fuel	\$28,218.71

*HOMAX OIL SALES, INC - Total For Fleet Maintenance Fund* \$57,135.67

**HOMAX OIL SALES, INC - ALL DEPARTMENTS**

\$77,569.33

**HOMEDEPOT.COM**

HOMEDEPOT.COM	Hogadon - Operations	Key Box Lodge	\$117.82
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*HOMEDEPOT.COM - Total For Hogadon - Operations* \$117.82

**HOMEDEPOT.COM - ALL DEPARTMENTS**

\$117.82

**HONNEN EQUIPMENT CO.**

HONNEN EQUIPMENT CO.	WWTP Operations	Oil	\$202.52
HONNEN EQUIPMENT CO.	WWTP Operations	Drain plugs	\$16.36

HONNEN EQUIPMENT CO. - Total For WWTP Operations	\$218.88
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<b>HONNEN EQUIPMENT CO. - ALL DEPARTMENTS</b>	<b>\$218.88</b>
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## HOSE & RUBBER SUPPLY

HOSE & RUBBER SUPPLY	Regional Water Operations	Machinery supplies	\$276.32
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HOSE & RUBBER SUPPLY	Regional Water Operations	Machinery supplies	\$24.00
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HOSE & RUBBER SUPPLY	Regional Water Operations	Machinery supplies	\$19.50
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HOSE & RUBBER SUPPLY - Total For Regional Water Operations	\$319.82
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<b>HOSE &amp; RUBBER SUPPLY - ALL DEPARTMENTS</b>	<b>\$319.82</b>
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## HOTELSCOM91771199709

HOTELSCOM91771199709	Police Career Services	TRAVEL AGENCIES	\$263.60
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HOTELSCOM91771199709 - Total For Police Career Services	\$263.60
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<b>HOTELSCOM91771199709 - ALL DEPARTMENTS</b>	<b>\$263.60</b>
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## HOTELSCOM91812573813

HOTELSCOM91812573813	Police Career Services	TRAVEL AGENCIES	(\$160.55)
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HOTELSCOM91812573813 - Total For Police Career Services	(\$160.55)
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<b>HOTELSCOM91812573813 - ALL DEPARTMENTS</b>	<b>(\$160.55)</b>
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## HOTELSCOM91822130352

HOTELSCOM91822130352	Police Career Services	TRAVEL AGENCIES	\$164.16
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HOTELSCOM91822130352 - Total For Police Career Services	\$164.16
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<b>HOTELSCOM91822130352 - ALL DEPARTMENTS</b>	<b>\$164.16</b>
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## HOTSY EQUIPMENT OF W

HOTSY EQUIPMENT OF W	Metro Animal Shelter	MISCELLANEOUS AND RETAIL STORES	\$474.76
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HOTSY EQUIPMENT OF W - Total For Metro Animal Shelter	\$474.76
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<b>HOTSY EQUIPMENT OF W - ALL DEPARTMENTS</b>	<b>\$474.76</b>
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## HQ SOUTHERN BBQ LLC

HQ SOUTHERN BBQ LLC	Regional Water Operations	Other materials and supplies	\$161.00
<i>HQ SOUTHERN BBQ LLC - Total For Regional Water Operations</i>			<i>\$161.00</i>
<b>HQ SOUTHERN BBQ LLC - ALL DEPARTMENTS</b>			<b>\$161.00</b>

## IACP

IACP	Police Patrol	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$190.00
<i>IACP - Total For Police Patrol</i>			<i>\$190.00</i>
<b>IACP - ALL DEPARTMENTS</b>			<b>\$190.00</b>

## IDEXX DISTRIBUTION I

IDEXX DISTRIBUTION I	Regional Water Operations	Testing	\$1,156.51
<i>IDEXX DISTRIBUTION I - Total For Regional Water Operations</i>			<i>\$1,156.51</i>
<b>IDEXX DISTRIBUTION I - ALL DEPARTMENTS</b>			<b>\$1,156.51</b>

## INBERG-MILLER ENGINE

INBERG-MILLER ENGINE	Capital Projects Fund	Construction materials testing services	\$95.00
<i>INBERG-MILLER ENGINE - Total For Capital Projects Fund</i>			<i>\$95.00</i>
INBERG-MILLER ENGINE	Water Distribution	Field/laboratory testing of const. & compacti	\$811.50
<i>INBERG-MILLER ENGINE - Total For Water Distribution</i>			<i>\$811.50</i>
<b>INBERG-MILLER ENGINE - ALL DEPARTMENTS</b>			<b>\$906.50</b>

## INDUSTRIAL SCREEN &

INDUSTRIAL SCREEN &	Balefill - Baler Processing	Parts for baler	\$1,900.00
<i>INDUSTRIAL SCREEN &amp; - Total For Balefill - Baler Processing</i>			<i>\$1,900.00</i>
<b>INDUSTRIAL SCREEN &amp; - ALL DEPARTMENTS</b>			<b>\$1,900.00</b>

## INGRAM BOOK COMPANY

INGRAM BOOK COMPANY	General Fund Revenue	Books for resale in museum store	\$117.65
INGRAM BOOK COMPANY	General Fund Revenue	Books for resale in museum store	\$90.66
INGRAM BOOK COMPANY	General Fund Revenue	Books for resale in museum store	\$36.39
<i>INGRAM BOOK COMPANY - Total For General Fund Revenue</i>			<i>\$244.70</i>

**INGRAM BOOK COMPANY - ALL DEPARTMENTS**

\$244.70

**INSTALLATION & SVC.**

INSTALLATION & SVC.	Water Distribution	2021 CPU Asphalt Repair 21-001	\$14,667.52
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<i>INSTALLATION &amp; SVC. - Total For Water Distribution</i>			\$14,667.52
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**INSTALLATION & SVC. - ALL DEPARTMENTS**

\$14,667.52

**INTERNATIONAL MUNICI**

INTERNATIONAL MUNICI	City Attorney	2022 Distant Learning Kitchen Sink Reg #185	\$499.00
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<i>INTERNATIONAL MUNICI - Total For City Attorney</i>			\$499.00
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**INTERNATIONAL MUNICI - ALL DEPARTMENTS**

\$499.00

**INTERSTATE ALL BATTE**

INTERSTATE ALL BATTE	Ice Arena - Operations	Battiers for Floor Scrubber, Edger	\$231.90
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<i>INTERSTATE ALL BATTE - Total For Ice Arena - Operations</i>			\$231.90
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**INTERSTATE ALL BATTE - ALL DEPARTMENTS**

\$231.90

**INTUIT, INC.**

INTUIT, INC.	General Fund Revenue	Videos for resale in gift shop	\$53.50
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<i>INTUIT, INC. - Total For General Fund Revenue</i>			\$53.50
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INTUIT, INC.	Hogadon - Operations	WELDING of Tower	\$160.00
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<i>INTUIT, INC. - Total For Hogadon - Operations</i>			\$160.00
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INTUIT, INC.	Parks - Parks Maint.	Graffiti removal highland and harden park	\$300.00
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<i>INTUIT, INC. - Total For Parks - Parks Maint.</i>			\$300.00
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INTUIT, INC.	Police Administration	DURABLE GOODS,NOT ELSEWHERE CLASSIFI	\$62.34
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<i>INTUIT, INC. - Total For Police Administration</i>			\$62.34
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**INTUIT, INC. - ALL DEPARTMENTS**

\$575.84

**ITC ELECTRICAL TECHN**

ITC ELECTRICAL TECHN	Regional Water Operations	WTP Misc 2021	\$1,233.36
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<i>ITC ELECTRICAL TECHN - Total For Regional Water Operations</i>			\$1,233.36
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<b>ITC ELECTRICAL TECHN - ALL DEPARTMENTS</b>	<b>\$1,233.36</b>
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## JACOBS ENGINEERING G

JACOBS ENGINEERING G	WWTP Operations	North Platte Sanitary Sewer Re	\$47,788.50
JACOBS ENGINEERING G	WWTP Operations	North Platte Sanitary Sewer Re	\$16,884.80
<i>JACOBS ENGINEERING G - Total For WWTP Operations</i>			<i>\$64,673.30</i>
<b>JACOBS ENGINEERING G - ALL DEPARTMENTS</b>			<b>\$64,673.30</b>

## JERSEY MIKES ONLINE

JERSEY MIKES ONLINE	Police Investigations	FAST FOOD RESTAURANTS	\$67.99
<i>JERSEY MIKES ONLINE - Total For Police Investigations</i>			<i>\$67.99</i>
<b>JERSEY MIKES ONLINE - ALL DEPARTMENTS</b>			<b>\$67.99</b>

## JNL DESIGNS

JNL DESIGNS	Regional Water Operations	Drywall repairs & paint	\$1,800.00
<i>JNL DESIGNS - Total For Regional Water Operations</i>			<i>\$1,800.00</i>
<b>JNL DESIGNS - ALL DEPARTMENTS</b>			<b>\$1,800.00</b>

## JR AUTO UPHOLSTERY

JR AUTO UPHOLSTERY	Hogadon - Operations	Seat repair on Snowcat	\$250.00
JR AUTO UPHOLSTERY	Hogadon - Operations	Vinyl cushion covers	\$1,000.00
<i>JR AUTO UPHOLSTERY - Total For Hogadon - Operations</i>			<i>\$1,250.00</i>
<b>JR AUTO UPHOLSTERY - ALL DEPARTMENTS</b>			<b>\$1,250.00</b>

## K&M INTERNATIONAL IN

K&M INTERNATIONAL IN	General Fund Revenue	Stuffed toys for resale in museum store	\$114.00
<i>K&amp;M INTERNATIONAL IN - Total For General Fund Revenue</i>			<i>\$114.00</i>
<b>K&amp;M INTERNATIONAL IN - ALL DEPARTMENTS</b>			<b>\$114.00</b>

## KNIFE RIVER/JTL

KNIFE RIVER/JTL	Parks - Parks Maint.	City of Casper Mix 1, Fuel Surcharge	\$134.40
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<i>KNIFE RIVER/JTL - Total For Parks - Parks Maint.</i>			<i>\$134.40</i>
KNIFE RIVER/JTL	Streets	1/2" plant mix	\$300.44
KNIFE RIVER/JTL	Streets	1/2" plant mix	\$356.12
KNIFE RIVER/JTL	Streets	1/2" Plant mix	\$529.54
KNIFE RIVER/JTL	Streets	COC Mix 1, Short Load/Winter Fee, Fuel Surc	\$307.10
KNIFE RIVER/JTL	Streets	1/2" Plant mix	\$354.96
KNIFE RIVER/JTL	Streets	1/2" Plant mix	\$352.06
KNIFE RIVER/JTL	Streets	1/2" plant mix	\$1,814.24
KNIFE RIVER/JTL	Streets	COC Mix 1, Short Load/Winter Fee, Fuel Surc	\$247.40
<i>KNIFE RIVER/JTL - Total For Streets</i>			<i>\$4,261.86</i>
<b>KNIFE RIVER/JTL - ALL DEPARTMENTS</b>			<b>\$4,396.26</b>

## L.N. CURTIS & SONS I

L.N. CURTIS & SONS I	Capital Projects Fund	GPS Globe Custom Jackets	\$2,599.00
<i>L.N. CURTIS &amp; SONS I - Total For Capital Projects Fund</i>			<i>\$2,599.00</i>
<b>L.N. CURTIS &amp; SONS I - ALL DEPARTMENTS</b>			<b>\$2,599.00</b>

## LITTLE CAESARS

LITTLE CAESARS	Police Investigations	FAST FOOD RESTAURANTS	\$107.89
<i>LITTLE CAESARS - Total For Police Investigations</i>			<i>\$107.89</i>
<b>LITTLE CAESARS - ALL DEPARTMENTS</b>			<b>\$107.89</b>

## LOGMEIN GoToMeeting

LOGMEIN GoToMeeting	Police Administration	CONTINUITY/SUBSCRIPTION MERCHANTS	\$20.00
<i>LOGMEIN GoToMeeting - Total For Police Administration</i>			<i>\$20.00</i>
<b>LOGMEIN GoToMeeting - ALL DEPARTMENTS</b>			<b>\$20.00</b>

## LONG BUILDING TECHNO

LONG BUILDING TECHNO	Regional Water Operations	Repair drain pan on fan coil unit	\$380.22
LONG BUILDING TECHNO	Regional Water Operations	Thermostat repair	\$534.38
<i>LONG BUILDING TECHNO - Total For Regional Water Operations</i>			<i>\$914.60</i>
<b>LONG BUILDING TECHNO - ALL DEPARTMENTS</b>			<b>\$914.60</b>

## LOWA BOOTS, LLC

LOWA BOOTS, LLC	Police Career Services	SHOE STORES	\$281.00
<i>LOWA BOOTS, LLC - Total For Police Career Services</i>			<i>\$281.00</i>
<b>LOWA BOOTS, LLC - ALL DEPARTMENTS</b>			<b>\$281.00</b>

## MCDONALD'S F26873

MCDONALD'S F26873	Special Fire Assistance Fund	Lunch 10/6 while working the KNP Complex	\$9.02
<i>MCDONALD'S F26873 - Total For Special Fire Assistance Fund</i>			<i>\$9.02</i>
<b>MCDONALD'S F26873 - ALL DEPARTMENTS</b>			<b>\$9.02</b>

## MCDONALD'S F8067

MCDONALD'S F8067	Police Investigations	FAST FOOD RESTAURANTS	\$42.83
<i>MCDONALD'S F8067 - Total For Police Investigations</i>			<i>\$42.83</i>
<b>MCDONALD'S F8067 - ALL DEPARTMENTS</b>			<b>\$42.83</b>

## MENARDS CASPER WY

MENARDS CASPER WY	Balefill - Diversion & Special	SPECIAL WASTE FACILITY SUPPLIES	\$78.05
<i>MENARDS CASPER WY - Total For Balefill - Diversion &amp; Special</i>			<i>\$78.05</i>
MENARDS CASPER WY	Regional Water Operations	Machinery supplies	\$82.99
<i>MENARDS CASPER WY - Total For Regional Water Operations</i>			<i>\$82.99</i>
MENARDS CASPER WY	Traffic Control	Outlets for Christmas light repair	\$80.91
<i>MENARDS CASPER WY - Total For Traffic Control</i>			<i>\$80.91</i>
MENARDS CASPER WY	Water Tanks	Booster station pump parts	\$30.82
<i>MENARDS CASPER WY - Total For Water Tanks</i>			<i>\$30.82</i>
<b>MENARDS CASPER WY - ALL DEPARTMENTS</b>			<b>\$272.77</b>

## MICHAELS STORES

MICHAELS STORES	Parks - Parks Maint.	ARTIST SUPPLY STORES, CRAFT SHOPS	\$39.93
<i>MICHAELS STORES - Total For Parks - Parks Maint.</i>			<i>\$39.93</i>
<b>MICHAELS STORES - ALL DEPARTMENTS</b>			<b>\$39.93</b>

## MIDLAND IMPLEMENT, I

MIDLAND IMPLEMENT, I	Capital Projects Fund	Toro infield machine 3040	\$21,438.00
<i>MIDLAND IMPLEMENT, I - Total For Capital Projects Fund</i>			<i>\$21,438.00</i>
<b>MIDLAND IMPLEMENT, I - ALL DEPARTMENTS</b>			<b>\$21,438.00</b>

## MIDLAND SCIENTIFIC I

MIDLAND SCIENTIFIC I	WWTP Operations	Lab supplies	\$298.13
MIDLAND SCIENTIFIC I	WWTP Operations	Lab supplies	\$56.14
<i>MIDLAND SCIENTIFIC I - Total For WWTP Operations</i>			<i>\$354.27</i>
<b>MIDLAND SCIENTIFIC I - ALL DEPARTMENTS</b>			<b>\$354.27</b>

## MIDWAY CAR RENTAL LA

MIDWAY CAR RENTAL LA	Fire-EMS Training	Rental car while attending multirae lite class	\$227.79
<i>MIDWAY CAR RENTAL LA - Total For Fire-EMS Training</i>			<i>\$227.79</i>
<b>MIDWAY CAR RENTAL LA - ALL DEPARTMENTS</b>			<b>\$227.79</b>

## ML AUTOMOTIVE

ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$65.00
ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$65.00
ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$130.00
<i>ML AUTOMOTIVE - Total For Fleet Maintenance Fund</i>			<i>\$260.00</i>
<b>ML AUTOMOTIVE - ALL DEPARTMENTS</b>			<b>\$260.00</b>

## MOBIL SATELLITE TECH

MOBIL SATELLITE TECH	Public Safety Communication	MISCELLANEOUS AND RETAIL STORES	\$1,199.88
<i>MOBIL SATELLITE TECH - Total For Public Safety Communications</i>			<i>\$1,199.88</i>
<b>MOBIL SATELLITE TECH - ALL DEPARTMENTS</b>			<b>\$1,199.88</b>

## MONOPRICE, INC.

MONOPRICE, INC.	Public Transit - CARES Act	Return of Charging Cables	(\$49.77)
<i>MONOPRICE, INC. - Total For Public Transit - CARES Act</i>			<i>(\$49.77)</i>



**MONOPRICE, INC. - ALL DEPARTMENTS**

(\$49.77)

**MOTION INDUSTRIES**

MOTION INDUSTRIES	Balefill - Baler Processing	SPROCKET AND BORE FOR BALER	\$123.83
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<i>MOTION INDUSTRIES - Total For Balefill - Baler Processing</i>			<i>\$123.83</i>
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**MOTION INDUSTRIES - ALL DEPARTMENTS**

\$123.83

**MOUNTAIN SPORTS**

MOUNTAIN SPORTS	Hogadon - Operations	Uniform Treatment	\$50.85
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<i>MOUNTAIN SPORTS - Total For Hogadon - Operations</i>			<i>\$50.85</i>
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**MOUNTAIN SPORTS - ALL DEPARTMENTS**

\$50.85

**MOUNTAIN STATES**

MOUNTAIN STATES	Code Enforcement	Printing service - Elec, Contractor, Mech card	\$338.90
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<i>MOUNTAIN STATES - Total For Code Enforcement</i>			<i>\$338.90</i>
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MOUNTAIN STATES	Police Records	Printing service - business cards	\$103.85
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<i>MOUNTAIN STATES - Total For Police Records</i>			<i>\$103.85</i>
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**MOUNTAIN STATES - ALL DEPARTMENTS**

\$442.75

**MOUNTAIN STATES PIPE**

MOUNTAIN STATES PIPE	Water Meters	Meter ERTs	\$6,411.00
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<i>MOUNTAIN STATES PIPE - Total For Water Meters</i>			<i>\$6,411.00</i>
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**MOUNTAIN STATES PIPE - ALL DEPARTMENTS**

\$6,411.00

**MOUNTAIN WEST TECHNO**

MOUNTAIN WEST TECHNO	Hogadon - Operations	Guest Internet	\$49.95
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<i>MOUNTAIN WEST TECHNO - Total For Hogadon - Operations</i>			<i>\$49.95</i>
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**MOUNTAIN WEST TECHNO - ALL DEPARTMENTS**

\$49.95

**MURDOCH'S RANCH&HOME**

MURDOCH'S RANCH&HOM	Buildings & Structures Fund	Supplies to winterize Parks facilities	\$79.80
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MURDOCH'S RANCH&HOME - Total For Buildings & Structures Fund	\$79.80
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<b>MURDOCH'S RANCH&amp;HOME - ALL DEPARTMENTS</b>	<b>\$79.80</b>
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## NAPA AUTO PARTS CORP

NAPA AUTO PARTS CORP	Regional Water Operations	Vehicle supply	\$13.98
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NAPA AUTO PARTS CORP	Regional Water Operations	Vehicle supply	\$20.00
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NAPA AUTO PARTS CORP - Total For Regional Water Operations	\$33.98
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NAPA AUTO PARTS CORP	WWTP Operations	Tools and lubricant	\$87.16
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NAPA AUTO PARTS CORP - Total For WWTP Operations	\$87.16
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<b>NAPA AUTO PARTS CORP - ALL DEPARTMENTS</b>	<b>\$121.14</b>
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## NATIONAL TIME

NATIONAL TIME	Buildings & Structures Fund	National Time inadvertently charged the City	(\$201.21)
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NATIONAL TIME	Buildings & Structures Fund	Repair parts for the Ayers clock	\$201.21
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NATIONAL TIME - Total For Buildings & Structures Fund	\$0.00
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<b>NATIONAL TIME - ALL DEPARTMENTS</b>	<b>\$0.00</b>
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## NATRONA COUNTY OFFIC

NATRONA COUNTY OFFIC	Police Administration	Prisoner housing - Oct. 2021	\$70,418.88
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NATRONA COUNTY OFFIC - Total For Police Administration	\$70,418.88
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<b>NATRONA COUNTY OFFIC - ALL DEPARTMENTS</b>	<b>\$70,418.88</b>
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## NELCO PRODUCTS INC

NELCO PRODUCTS INC	Hogadon - Operations	Ticket wickets	\$295.50
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NELCO PRODUCTS INC - Total For Hogadon - Operations	\$295.50
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<b>NELCO PRODUCTS INC - ALL DEPARTMENTS</b>	<b>\$295.50</b>
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## NFPA NATL FIRE PROTE

NFPA NATL FIRE PROTE	Fire-EMS Administration	National Fire Code subscription Service and	\$1,520.50
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NFPA NATL FIRE PROTE - Total For Fire-EMS Administration	\$1,520.50
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<b>NFPA NATL FIRE PROTE - ALL DEPARTMENTS</b>	<b>\$1,520.50</b>
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## NORCO, INC.

NORCO, INC.	Capital Projects Fund	HVAC Repair supplies for the Nic	\$21.74
NORCO, INC. - Total For Capital Projects Fund			\$21.74
NORCO, INC.	Cemetery	NORCO SAFETY FIRE EXT STICKERS	\$12.56
NORCO, INC. - Total For Cemetery			\$12.56
NORCO, INC.	Hogadon - Operations	Lodge cleaning	\$23.71
NORCO, INC. - Total For Hogadon - Operations			\$23.71
NORCO, INC.	Metro Animal Shelter	Bleach & Laundry Detergent	\$332.95
NORCO, INC.	Metro Animal Shelter	LAB/MEDICAL/DENTAL/OPHTHALMIC HOSPI	\$193.34
NORCO, INC. - Total For Metro Animal Shelter			\$526.29
NORCO, INC.	Regional Water Operations	Other materials and supplies	\$5.24
NORCO, INC. - Total For Regional Water Operations			\$5.24
<b>NORCO, INC. - ALL DEPARTMENTS</b>			<b>\$589.54</b>

## NORTHERN LIGHTS MANU

NORTHERN LIGHTS MANU	Fleet Maintenance Fund	Dump bed removal & repairs	\$3,000.00
NORTHERN LIGHTS MANU - Total For Fleet Maintenance Fund			\$3,000.00
<b>NORTHERN LIGHTS MANU - ALL DEPARTMENTS</b>			<b>\$3,000.00</b>

## NORTHWEST CONTRACTOR

NORTHWEST CONTRACTOR	Capital Projects Fund	Repair supplies for Events Center	\$112.92
NORTHWEST CONTRACTOR	Capital Projects Fund	Repair supplies for Events Center	\$167.62
NORTHWEST CONTRACTOR - Total For Capital Projects Fund			\$280.54
NORTHWEST CONTRACTOR	Sewer Stormwater	catch basin repair supplies	\$92.92
NORTHWEST CONTRACTOR - Total For Sewer Stormwater			\$92.92
NORTHWEST CONTRACTOR	Sewer Wastewater Collection	safety supplies	\$71.52
NORTHWEST CONTRACTOR - Total For Sewer Wastewater Collection			\$71.52
NORTHWEST CONTRACTOR	Water Distribution	PIN FLAGS	\$58.88
NORTHWEST CONTRACTOR	Water Distribution	SOFT DIG BITS	\$4.04
NORTHWEST CONTRACTOR - Total For Water Distribution			\$62.92
NORTHWEST CONTRACTOR	Water Meters	AAA BATTERIES	\$15.36
NORTHWEST CONTRACTOR - Total For Water Meters			\$15.36

**NORTHWEST CONTRACTOR - ALL DEPARTMENTS**

\$523.26

**NSAA**

NSAA	Hogadon - Operations	NSAA lift Training	\$140.95
NSAA	Hogadon - Operations	Annual Dues	\$630.29
<i>NSAA - Total For Hogadon - Operations</i>			\$771.24
<b>NSAA - ALL DEPARTMENTS</b>			\$771.24

**OFFICEMAX/OFFICEDEPT**

OFFICEMAX/OFFICEDEPT	Human Resources	1 pack of lined post-it notes	\$6.76
<i>OFFICEMAX/OFFICEDEPT - Total For Human Resources</i>			\$6.76
<b>OFFICEMAX/OFFICEDEPT - ALL DEPARTMENTS</b>			\$6.76

**OLSON AUTOBODY & COL**

OLSON AUTOBODY & COL	Police Administration	Vehicle auto body repair	\$876.80
<i>OLSON AUTOBODY &amp; COL - Total For Police Administration</i>			\$876.80
<b>OLSON AUTOBODY &amp; COL - ALL DEPARTMENTS</b>			\$876.80

**ONCE UPON A CHILD**

ONCE UPON A CHILD	Rec Center - Classes	CRC Rental Party Supplies	\$94.50
<i>ONCE UPON A CHILD - Total For Rec Center - Classes</i>			\$94.50
<b>ONCE UPON A CHILD - ALL DEPARTMENTS</b>			\$94.50

**O'REILLY AUTO PARTS**

O'REILLY AUTO PARTS	Metro Animal Control	AUTOMOTIVE PARTS, ACCESSORIES STORES	\$15.99
<i>O'REILLY AUTO PARTS - Total For Metro Animal Control</i>			\$15.99
<b>O'REILLY AUTO PARTS - ALL DEPARTMENTS</b>			\$15.99

**ORKIN LLC 002**

ORKIN LLC 002	Hogadon - Operations	Pest Control	\$128.97
<i>ORKIN LLC 002 - Total For Hogadon - Operations</i>			\$128.97

<b>ORKIN LLC 002 - ALL DEPARTMENTS</b>	<b>\$128.97</b>
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## OVERHEAD DOOR CO

OVERHEAD DOOR CO	Water Distribution	Door repair - inventory bldg	\$1,044.48
<i>OVERHEAD DOOR CO - Total For Water Distribution</i>			<i>\$1,044.48</i>
<b>OVERHEAD DOOR CO - ALL DEPARTMENTS</b>			<b>\$1,044.48</b>

## PATER ENTERPRISES

PATER ENTERPRISES	Balefill - Disposal & Landfill	Moving sensors in truck bldg	\$1,850.00
<i>PATER ENTERPRISES - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$1,850.00</i>
<b>PATER ENTERPRISES - ALL DEPARTMENTS</b>			<b>\$1,850.00</b>

## PAYPAL MKBURGE

PAYPAL MKBURGE	Police Investigations	PROFESSIONAL SERVICES NOT ELSEWHERE C	\$155.00
<i>PAYPAL MKBURGE - Total For Police Investigations</i>			<i>\$155.00</i>
<b>PAYPAL MKBURGE - ALL DEPARTMENTS</b>			<b>\$155.00</b>

## PAYPAL PRAIRIEWIFE

PAYPAL PRAIRIEWIFE	Hogadon - Operations	Blogging and social media marketing	\$480.00
<i>PAYPAL PRAIRIEWIFE - Total For Hogadon - Operations</i>			<i>\$480.00</i>
<b>PAYPAL PRAIRIEWIFE - ALL DEPARTMENTS</b>			<b>\$480.00</b>

## PCN STRATEGIES INC

PCN STRATEGIES INC	Police Career Services	Body Cam Mounts	\$1,137.00
<i>PCN STRATEGIES INC - Total For Police Career Services</i>			<i>\$1,137.00</i>
PCN STRATEGIES INC	Risk Management	Replacement Body Camera	\$266.02
<i>PCN STRATEGIES INC - Total For Risk Management</i>			<i>\$266.02</i>
<b>PCN STRATEGIES INC - ALL DEPARTMENTS</b>			<b>\$1,403.02</b>

## PEACH STATION

PEACH STATION	Special Fire Assistance Fund	Fuel for rental car in CA while on KNP Fire	\$11.27
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PEACH STATION - Total For Special Fire Assistance Fund	\$11.27
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<b>PEACH STATION - ALL DEPARTMENTS</b>	<b>\$11.27</b>
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## PEDEN'S INC

PEDEN'S INC	Balefill - Diversion & Special	Uniform supplies	\$1,225.00
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PEDEN'S INC	Balefill - Diversion & Special	Uniform supplies	\$110.50
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PEDEN'S INC - Total For Balefill - Diversion & Special	\$1,335.50
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<b>PEDEN'S INC - ALL DEPARTMENTS</b>	<b>\$1,335.50</b>
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## POP PAUL OXMAN PBLSH

POP PAUL OXMAN PBLSH	Balefill - Disposal & Landfill	CATALOG MERCHANTS	\$608.50
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POP PAUL OXMAN PBLSH - Total For Balefill - Disposal & Landfill	\$608.50
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POP PAUL OXMAN PBLSH	Refuse - Residential	CATALOG MERCHANTS	\$608.50
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POP PAUL OXMAN PBLSH - Total For Refuse - Residential	\$608.50
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<b>POP PAUL OXMAN PBLSH - ALL DEPARTMENTS</b>	<b>\$1,217.00</b>
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## POSTAL PROS, INC.

POSTAL PROS, INC.	Customer Service	Printing / mailing / postage service	\$149.90
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POSTAL PROS, INC.	Customer Service	E-Statements, Web Posting, E-Payments, etc	\$2,923.80
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POSTAL PROS, INC.	Customer Service	Printing / mailing / postage service	\$3,262.58
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POSTAL PROS, INC.	Customer Service	Printing / mailing / postage service	\$3,238.83
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POSTAL PROS, INC. - Total For Customer Service	\$9,575.11
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POSTAL PROS, INC.	Water Revenue and Transfers	E-Statements, Web Posting, E-Payments, etc	\$1,114.50
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POSTAL PROS, INC. - Total For Water Revenue and Transfers	\$1,114.50
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<b>POSTAL PROS, INC. - ALL DEPARTMENTS</b>	<b>\$10,689.61</b>
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## POWER SVC.,INC.

POWER SVC.,INC.	Regional Water Operations	Maintenance/ repair	\$7,988.87
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POWER SVC.,INC. - Total For Regional Water Operations	\$7,988.87
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<b>POWER SVC.,INC. - ALL DEPARTMENTS</b>	<b>\$7,988.87</b>
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## PP KUSTOMKONCE

PP KUSTOMKONCE	Water Distribution	TAIL LIGHT GUARDS FOR SERVICE TRUCKS	\$343.20
<i>PP KUSTOMKONCE - Total For Water Distribution</i>			<i>\$343.20</i>
<b>PP KUSTOMKONCE - ALL DEPARTMENTS</b>			<b>\$343.20</b>

## PRINCE MART SINCLAIR

PRINCE MART SINCLAIR	Special Fire Assistance Fund	Fuel for rental car while working the KNP Co	\$72.00
PRINCE MART SINCLAIR	Special Fire Assistance Fund	Fuel for rental car while working the KNP Co	\$70.00
<i>PRINCE MART SINCLAIR - Total For Special Fire Assistance Fund</i>			<i>\$142.00</i>
<b>PRINCE MART SINCLAIR - ALL DEPARTMENTS</b>			<b>\$142.00</b>

## QDOBA

QDOBA	Special Fire Assistance Fund	Lunch 10/21 while returning from KNP Comp	\$15.50
<i>QDOBA - Total For Special Fire Assistance Fund</i>			<i>\$15.50</i>
<b>QDOBA - ALL DEPARTMENTS</b>			<b>\$15.50</b>

## RECYKLING INDUSTRIAL

RECYKLING INDUSTRIAL	Balefill - Baler Processing	BALER DOOR CYLINDERS	\$11,500.00
<i>RECYKLING INDUSTRIAL - Total For Balefill - Baler Processing</i>			<i>\$11,500.00</i>
<b>RECYKLING INDUSTRIAL - ALL DEPARTMENTS</b>			<b>\$11,500.00</b>

## RESCUETECH1 INC

RESCUETECH1 INC	Fire-EMS Operations	Swift water gear for engines	\$1,903.80
<i>RESCUETECH1 INC - Total For Fire-EMS Operations</i>			<i>\$1,903.80</i>
<b>RESCUETECH1 INC - ALL DEPARTMENTS</b>			<b>\$1,903.80</b>

## RESPOND FIRST AID OF

RESPOND FIRST AID OF	Buildings & Structures Fund	First Aid Kit Supplies - City Hall	\$35.36
<i>RESPOND FIRST AID OF - Total For Buildings &amp; Structures Fund</i>			<i>\$35.36</i>
RESPOND FIRST AID OF	Police Administration	LAB/MEDICAL/DENTAL/OPHTHALMIC HOSPI	\$172.20
<i>RESPOND FIRST AID OF - Total For Police Administration</i>			<i>\$172.20</i>
<b>RESPOND FIRST AID OF - ALL DEPARTMENTS</b>			<b>\$207.56</b>

## REVDANCE.TENTH HOUSE

REVDANCE.TENTH HOUSE	Rec Center - Operations	Dance Class Recital	\$271.24
<i>REVDANCE.TENTH HOUSE - Total For Rec Center - Operations</i>			<i>\$271.24</i>
<b>REVDANCE.TENTH HOUSE - ALL DEPARTMENTS</b>			<b>\$271.24</b>

## RICOH USA INC

RICOH USA INC	Code Enforcement	Copier usage	\$583.57
RICOH USA INC	Code Enforcement	Copier usage	\$505.95
<i>RICOH USA INC - Total For Code Enforcement</i>			<i>\$1,089.52</i>
RICOH USA INC	Police Administration	Copier usage	\$320.54
RICOH USA INC	Police Administration	Copier usage	\$400.68
<i>RICOH USA INC - Total For Police Administration</i>			<i>\$721.22</i>
<b>RICOH USA INC - ALL DEPARTMENTS</b>			<b>\$1,810.74</b>

## RMI CASPER

RMI CASPER	Buildings & Structures Fund	Safety Supplies for BAS	\$77.16
<i>RMI CASPER - Total For Buildings &amp; Structures Fund</i>			<i>\$77.16</i>
RMI CASPER	WWTP Operations	Calibration gas	\$333.60
<i>RMI CASPER - Total For WWTP Operations</i>			<i>\$333.60</i>
<b>RMI CASPER - ALL DEPARTMENTS</b>			<b>\$410.76</b>

## Rocky Mountain

Rocky Mountain	Regional Water Operations	CHEMICALS	\$4,242.98
Rocky Mountain	Regional Water Operations	Chemicals	\$2,533.00
<i>Rocky Mountain - Total For Regional Water Operations</i>			<i>\$6,775.98</i>
Rocky Mountain	Water Distribution	Rental - 10/21/21-11/20/21	\$23.40
<i>Rocky Mountain - Total For Water Distribution</i>			<i>\$23.40</i>
<b>Rocky Mountain - ALL DEPARTMENTS</b>			<b>\$6,799.38</b>

## ROCKY MOUNTAIN POWER

ROCKY MOUNTAIN POWER	Ash Street Building	Acct #54730761-154 1	\$833.94
<i>ROCKY MOUNTAIN POWER - Total For Ash Street Building</i>			<i>\$833.94</i>



ROCKY MOUNTAIN POWER	Fire-EMS Administration	Acct #54730761-097 2	\$1,979.15
ROCKY MOUNTAIN POWER	Fire-EMS Administration	Acct #54730761-141 8	\$642.63
<i>ROCKY MOUNTAIN POWER - Total For Fire-EMS Administration</i>			<i>\$2,621.78</i>
ROCKY MOUNTAIN POWER	Ft. Caspar Museum	Acct #54730761-098 0	\$466.72
<i>ROCKY MOUNTAIN POWER - Total For Ft. Caspar Museum</i>			<i>\$466.72</i>
ROCKY MOUNTAIN POWER	Public Transit - Operations	Acct #54730761-156 6	\$511.79
<i>ROCKY MOUNTAIN POWER - Total For Public Transit - Operations</i>			<i>\$511.79</i>
ROCKY MOUNTAIN POWER	Regional Water Operations	See copy of various account numbers	\$77,356.95
<i>ROCKY MOUNTAIN POWER - Total For Regional Water Operations</i>			<i>\$77,356.95</i>
ROCKY MOUNTAIN POWER	RWS - Booster Stations	See copy of various account numbers	\$8,354.10
<i>ROCKY MOUNTAIN POWER - Total For RWS - Booster Stations</i>			<i>\$8,354.10</i>
ROCKY MOUNTAIN POWER	Sewer Wastewater Collection	Acct #54730761-105 3	\$437.91
ROCKY MOUNTAIN POWER	Sewer Wastewater Collection Poplar and 1st Street Intersection Project 17-		\$15,888.00
<i>ROCKY MOUNTAIN POWER - Total For Sewer Wastewater Collection</i>			<i>\$16,325.91</i>
ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-107 9	\$22,421.88
<i>ROCKY MOUNTAIN POWER - Total For Water Tanks</i>			<i>\$22,421.88</i>
ROCKY MOUNTAIN POWER	WWTP Operations	Acct #54730761-108 7	\$21,705.53
ROCKY MOUNTAIN POWER	WWTP Operations	Acct #54730761-004 8	\$201.04
<i>ROCKY MOUNTAIN POWER - Total For WWTP Operations</i>			<i>\$21,906.57</i>
<b>ROCKY MOUNTAIN POWER - ALL DEPARTMENTS</b>			<b>\$150,799.64</b>

## ROCKY MOUNTAIN WASH

ROCKY MOUNTAIN WASH	Regional Water Operations	Vehicle supplies	\$18.00
<i>ROCKY MOUNTAIN WASH - Total For Regional Water Operations</i>			<i>\$18.00</i>
<b>ROCKY MOUNTAIN WASH - ALL DEPARTMENTS</b>			<b>\$18.00</b>

## Rooter

Rooter	Golf - Operations	Portable restroom rental	\$292.50
<i>Rooter - Total For Golf - Operations</i>			<i>\$292.50</i>
Rooter	Parks - Parks Maint.	Porta-John from R&R	\$72.74
Rooter	Parks - Parks Maint.	Porta-John from R&R	\$331.65
Rooter	Parks - Parks Maint.	Porta-John from R&R	\$60.79
Rooter	Parks - Parks Maint.	Porta-John from R&R	\$331.65
Rooter	Parks - Parks Maint.	Porta-John from R&R	\$292.22

Router	Parks - Parks Maint.	Porta-John from R&R	\$104.40
Router	Parks - Parks Maint.	Porta-John from R&R	\$318.67
Router	Parks - Parks Maint.	Porta-John from R&R	\$76.53
<i>Router - Total For Parks - Parks Maint.</i>			<i>\$1,588.65</i>
<b>Router - ALL DEPARTMENTS</b>			<b>\$1,881.15</b>

## SAMS CLUB #6425

SAMS CLUB #6425	Ice Arena - Concessions	CONCESSION	\$107.18
SAMS CLUB #6425	Ice Arena - Concessions	CONCESSIONS	\$135.62
<i>SAMS CLUB #6425 - Total For Ice Arena - Concessions</i>			<i>\$242.80</i>
SAMS CLUB #6425	Information Services	Coffee	\$56.88
<i>SAMS CLUB #6425 - Total For Information Services</i>			<i>\$56.88</i>
SAMS CLUB #6425	Police Investigations	WHOLESALE CLUBS	\$216.07
<i>SAMS CLUB #6425 - Total For Police Investigations</i>			<i>\$216.07</i>
SAMS CLUB #6425	Rec Center - Classes	operating supplies, camp supplies, custodial	\$55.31
<i>SAMS CLUB #6425 - Total For Rec Center - Classes</i>			<i>\$55.31</i>
SAMS CLUB #6425	Rec Center - Operations	operating supplies, camp supplies, custodial	\$31.93
<i>SAMS CLUB #6425 - Total For Rec Center - Operations</i>			<i>\$31.93</i>
SAMS CLUB #6425	Rec Center - Special Program	CRF Fall Carnival Supplies	\$111.74
SAMS CLUB #6425	Rec Center - Special Program	CRF Craft Fair	\$28.66
<i>SAMS CLUB #6425 - Total For Rec Center - Special Programs</i>			<i>\$140.40</i>
SAMS CLUB #6425	Sewer Wastewater Collection Office Supplies		\$44.96
<i>SAMS CLUB #6425 - Total For Sewer Wastewater Collection</i>			<i>\$44.96</i>
<b>SAMS CLUB #6425 - ALL DEPARTMENTS</b>			<b>\$788.35</b>

## SAMSCLUB #6425

SAMSCLUB #6425	Ice Arena - Concessions	CONCESSIONS	\$226.50
SAMSCLUB #6425	Ice Arena - Concessions	CONCESSION	\$215.56
SAMSCLUB #6425	Ice Arena - Concessions	CONCESSION	\$92.04
<i>SAMSCLUB #6425 - Total For Ice Arena - Concessions</i>			<i>\$534.10</i>
SAMSCLUB #6425	Ice Arena - Operations	CUSTODIAL MAINTENANCE	\$199.82
<i>SAMSCLUB #6425 - Total For Ice Arena - Operations</i>			<i>\$199.82</i>
<b>SAMSCLUB #6425 - ALL DEPARTMENTS</b>			<b>\$733.92</b>

## SAMSClub.COM

SAMSClub.COM	Aquatics - Concessions	Concession Supplies	\$436.78
<i>SAMSClub.COM - Total For Aquatics - Concessions</i>			<i>\$436.78</i>
SAMSClub.COM	Ice Arena - Concessions	CONCESSIONS	\$308.98
SAMSClub.COM	Ice Arena - Concessions	CONCESSIONS	\$30.60
<i>SAMSClub.COM - Total For Ice Arena - Concessions</i>			<i>\$339.58</i>
<b>SAMSClub.COM - ALL DEPARTMENTS</b>			<b>\$776.36</b>

## SHEET METAL SPECIALT

SHEET METAL SPECIALT	Buildings & Structures Fund	HVAC Repair supplies for Service Center	\$50.75
<i>SHEET METAL SPECIALT - Total For Buildings &amp; Structures Fund</i>			<i>\$50.75</i>
<b>SHEET METAL SPECIALT - ALL DEPARTMENTS</b>			<b>\$50.75</b>

## SHELL OIL 5744427920

SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$97.30
<i>SHELL OIL 5744427920 - Total For Fire-EMS Operations</i>			<i>\$97.30</i>
<b>SHELL OIL 5744427920 - ALL DEPARTMENTS</b>			<b>\$97.30</b>

## SHERWIN-WILLIAMS COR

SHERWIN-WILLIAMS COR	Buildings & Structures Fund	Painting Supplies for Transit Office	\$342.57
<i>SHERWIN-WILLIAMS COR - Total For Buildings &amp; Structures Fund</i>			<i>\$342.57</i>
<b>SHERWIN-WILLIAMS COR - ALL DEPARTMENTS</b>			<b>\$342.57</b>

## SIMPKINS CANTERBURY

SIMPKINS CANTERBURY	General Fund Revenue	Ornaments for resale in gift shop	\$498.40
<i>SIMPKINS CANTERBURY - Total For General Fund Revenue</i>			<i>\$498.40</i>
<b>SIMPKINS CANTERBURY - ALL DEPARTMENTS</b>			<b>\$498.40</b>

## SIRCHIE FINGER PRINT

SIRCHIE FINGER PRINT	Police Investigations	COMMERCIAL EQUIPMENT, NOT ELSEWHERE	\$167.75
SIRCHIE FINGER PRINT	Police Investigations	COMMERCIAL EQUIPMENT, NOT ELSEWHERE	\$952.46

<i>SIRCHIE FINGER PRINT - Total For Police Investigations</i>			\$1,120.21
<b>SIRCHIE FINGER PRINT - ALL DEPARTMENTS</b>			<b>\$1,120.21</b>
<b>SIX ROBBLEES NO</b>			
SIX ROBBLEES NO	Water Distribution	TOW BAR & 7-WAY RY TO 6-WAY ROU	\$93.03
<i>SIX ROBBLEES NO - Total For Water Distribution</i>			<i>\$93.03</i>
<b>SIX ROBBLEES NO - ALL DEPARTMENTS</b>			<b>\$93.03</b>
<b>SMITH PSYCHOLOGICAL</b>			
SMITH PSYCHOLOGICAL	Police Career Services	Confidential legal or medical matters	\$400.00
<i>SMITH PSYCHOLOGICAL - Total For Police Career Services</i>			<i>\$400.00</i>
<b>SMITH PSYCHOLOGICAL - ALL DEPARTMENTS</b>			<b>\$400.00</b>
<b>SNOMAX LLC</b>			
SNOMAX LLC	Hogadon - Operations	Miscellaneous Item	\$5,095.00
<i>SNOMAX LLC - Total For Hogadon - Operations</i>			<i>\$5,095.00</i>
<b>SNOMAX LLC - ALL DEPARTMENTS</b>			<b>\$5,095.00</b>
<b>SOFT DR INC</b>			
SOFT DR INC	Municipal Court	Water delivery	\$70.80
SOFT DR INC	Municipal Court	Water delivery	\$39.10
<i>SOFT DR INC - Total For Municipal Court</i>			<i>\$109.90</i>
<b>SOFT DR INC - ALL DEPARTMENTS</b>			<b>\$109.90</b>
<b>SOURCE OFFICE</b>			
SOURCE OFFICE	Public Safety Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AN	\$154.98
<i>SOURCE OFFICE - Total For Public Safety Communications</i>			<i>\$154.98</i>
<b>SOURCE OFFICE - ALL DEPARTMENTS</b>			<b>\$154.98</b>
<b>SP MAPPCASTER</b>			
SP MAPPCASTER	Rec Center - Operations	Replacement parts CRC	\$13.88

SP MAPPCASTER - Total For Rec Center - Operations	\$13.88
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SP MAPPCASTER - ALL DEPARTMENTS	\$13.88
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## SPF45

SPF45	Police Career Services	AUTOMATED FUEL DISPENSERS	\$23.01
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SPF45 - Total For Police Career Services	\$23.01
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SPF45 - ALL DEPARTMENTS	\$23.01
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## SPORTSMANS WAREHOUSE

SPORTSMANS WAREHOUSE	Metro Animal Shelter	SPORTING GOODS STORES	\$199.98
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SPORTSMANS WAREHOUSE - Total For Metro Animal Shelter	\$199.98
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SPORTSMANS WAREHOUSE	Police Patrol	SPORTING GOODS STORES	\$69.98
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SPORTSMANS WAREHOUSE - Total For Police Patrol	\$69.98
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SPORTSMANS WAREHOUSE - ALL DEPARTMENTS	\$269.96
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## SPRINGHILL SUITES CH

SPRINGHILL SUITES CH	Police Career Services	SPRINGHILL SUITES	\$208.68
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SPRINGHILL SUITES CH - Total For Police Career Services	\$208.68
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SPRINGHILL SUITES CH - ALL DEPARTMENTS	\$208.68
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## SQ ELECTON SERVICE

SQ ELECTON SERVICE	Fire-EMS Operations	Rays Electron Services - Remote start for 111	\$549.95
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SQ ELECTON SERVICE - Total For Fire-EMS Operations	\$549.95
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SQ ELECTON SERVICE - ALL DEPARTMENTS	\$549.95
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## SQ MY EDUCATIONAL R

SQ MY EDUCATIONAL R	Police Career Services	SCHOOLS AND EDUCATIONAL SERVICES NOT	\$64.00
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SQ MY EDUCATIONAL R - Total For Police Career Services	\$64.00
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SQ MY EDUCATIONAL R - ALL DEPARTMENTS	\$64.00
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## SQ NEVADA FBI NATIO

SQ NEVADA FBI NATIO	Police Career Services	MEMBERSHIP ORGANIZATIONS NOT ELSEWH	\$250.00
<i>SQ NEVADA FBI NATIO - Total For Police Career Services</i>			<i>\$250.00</i>
<b>SQ NEVADA FBI NATIO - ALL DEPARTMENTS</b>			<b>\$250.00</b>

## SQ PAPA JOHNS

SQ PAPA JOHNS	Ice Arena - Concessions	CONCESSIONS	\$37.94
<i>SQ PAPA JOHNS - Total For Ice Arena - Concessions</i>			<i>\$37.94</i>
<b>SQ PAPA JOHNS - ALL DEPARTMENTS</b>			<b>\$37.94</b>

## SQ PEDEN'S INC.

SQ PEDEN'S INC.	Ft. Caspar Museum	Uniform shirts for staff	\$207.00
<i>SQ PEDEN'S INC. - Total For Ft. Caspar Museum</i>			<i>\$207.00</i>
SQ PEDEN'S INC.	Ice Arena - Operations	Ice Arena Uniforms	\$448.00
<i>SQ PEDEN'S INC. - Total For Ice Arena - Operations</i>			<i>\$448.00</i>
SQ PEDEN'S INC.	Police Career Services	MEN'S AND WOMEN'S CLOTHING STORES	\$240.00
<i>SQ PEDEN'S INC. - Total For Police Career Services</i>			<i>\$240.00</i>
SQ PEDEN'S INC.	Public Safety Communication	MEN'S AND WOMEN'S CLOTHING STORES	\$180.00
<i>SQ PEDEN'S INC. - Total For Public Safety Communications</i>			<i>\$180.00</i>
<b>SQ PEDEN'S INC. - ALL DEPARTMENTS</b>			<b>\$1,075.00</b>

## SQ SUMMIT ELECTRIC

SQ SUMMIT ELECTRIC	Aquatics - Operations	New Outlets in Conference Room	\$760.82
<i>SQ SUMMIT ELECTRIC - Total For Aquatics - Operations</i>			<i>\$760.82</i>
<b>SQ SUMMIT ELECTRIC - ALL DEPARTMENTS</b>			<b>\$760.82</b>

## STAPLES

STAPLES	Finance	Paper Shredder	\$219.99
<i>STAPLES - Total For Finance</i>			<i>\$219.99</i>
STAPLES	Fire-EMS Administration	Dry Erase marker and cleaner set	\$10.99
<i>STAPLES - Total For Fire-EMS Administration</i>			<i>\$10.99</i>
STAPLES	Hogadon - Admin	OFFICE SUPPLY	\$75.30
<i>STAPLES - Total For Hogadon - Admin</i>			<i>\$75.30</i>
STAPLES	Metro Animal Shelter	STATIONARY, OFFICE AND SCHOOL SUPPLY S	\$18.99

STAPLES - Total For Metro Animal Shelter			\$18.99
STAPLES	Municipal Court	GENERAL SUPPLIES	\$45.96
STAPLES - Total For Municipal Court			\$45.96
<b>STAPLES - ALL DEPARTMENTS</b>			<b>\$371.23</b>

## STATE OF WY.

STATE OF WY.	Balefill - Disposal & Landfill	Annual WDEQ Title V Fee	\$2,533.24
STATE OF WY. - Total For Balefill - Disposal & Landfill			\$2,533.24
STATE OF WY.	General Fund Revenue	FY21 Unclaimed Property	\$9,666.66
STATE OF WY. - Total For General Fund Revenue			\$9,666.66
STATE OF WY.	Health Insurance Fund	Sept 2021 Retiree Subsidy	\$18,540.72
STATE OF WY.	Health Insurance Fund	October 2021 Retiree Subsidy	\$16,559.80
STATE OF WY. - Total For Health Insurance Fund			\$35,100.52
STATE OF WY.	Police Administration	R. Brown Notary Public Application	\$60.00
STATE OF WY. - Total For Police Administration			\$60.00
<b>STATE OF WY. - ALL DEPARTMENTS</b>			<b>\$47,360.42</b>

## STATELINE NO 7 ARCHI

STATELINE NO 7 ARCHI	Capital Projects Fund	Architectural design for City	\$21,700.00
STATELINE NO 7 ARCHI - Total For Capital Projects Fund			\$21,700.00
<b>STATELINE NO 7 ARCHI - ALL DEPARTMENTS</b>			<b>\$21,700.00</b>

## STELLAR PROGRAMMING

STELLAR PROGRAMMING	Balefill - Disposal & Landfill	Programming & consulting	\$202.50
STELLAR PROGRAMMING - Total For Balefill - Disposal & Landfill			\$202.50
<b>STELLAR PROGRAMMING - ALL DEPARTMENTS</b>			<b>\$202.50</b>

## STEWART & STEVENSON

STEWART & STEVENSON	Fleet Maintenance Fund	Equipment repair	\$1,631.27
STEWART & STEVENSON - Total For Fleet Maintenance Fund			\$1,631.27
<b>STEWART &amp; STEVENSON - ALL DEPARTMENTS</b>			<b>\$1,631.27</b>

## SUMMIT ELECTRIC LLC.

SUMMIT ELECTRIC LLC.	Buildings & Structures Fund	Installation of new outlet / parts	\$138.70
SUMMIT ELECTRIC LLC.	Buildings & Structures Fund	Vacuum repair	\$1,689.47
<i>SUMMIT ELECTRIC LLC. - Total For Buildings &amp; Structures Fund</i>			<i>\$1,828.17</i>
SUMMIT ELECTRIC LLC.	Risk Management	Installation of 4 horn strobes	\$1,113.30
<i>SUMMIT ELECTRIC LLC. - Total For Risk Management</i>			<i>\$1,113.30</i>
<b>SUMMIT ELECTRIC LLC. - ALL DEPARTMENTS</b>			<b>\$2,941.47</b>

## SUMMIT FIRE & SECURI

SUMMIT FIRE & SECURI	Hogadon - Operations	Semi-annual inspection	\$815.27
<i>SUMMIT FIRE &amp; SECURI - Total For Hogadon - Operations</i>			<i>\$815.27</i>
<b>SUMMIT FIRE &amp; SECURI - ALL DEPARTMENTS</b>			<b>\$815.27</b>

## SUTHERLANDS 2219

SUTHERLANDS 2219	Regional Water Operations	Well supplies	\$52.39
<i>SUTHERLANDS 2219 - Total For Regional Water Operations</i>			<i>\$52.39</i>
SUTHERLANDS 2219	RWS - Booster Stations	CONCRETE MIX	\$49.36
<i>SUTHERLANDS 2219 - Total For RWS - Booster Stations</i>			<i>\$49.36</i>
SUTHERLANDS 2219	Water Meters	PAINT & BATTERIES	\$24.97
<i>SUTHERLANDS 2219 - Total For Water Meters</i>			<i>\$24.97</i>
<b>SUTHERLANDS 2219 - ALL DEPARTMENTS</b>			<b>\$126.72</b>

## SWI, LLC

SWI, LLC	Risk Management	Fencing installation	\$835.00
<i>SWI, LLC - Total For Risk Management</i>			<i>\$835.00</i>
<b>SWI, LLC - ALL DEPARTMENTS</b>			<b>\$835.00</b>

## TACO BELL #23072

TACO BELL #23072	Regional Water Operations	OTHER MATERIALS AND SUPPLIES	\$96.91
<i>TACO BELL #23072 - Total For Regional Water Operations</i>			<i>\$96.91</i>
<b>TACO BELL #23072 - ALL DEPARTMENTS</b>			<b>\$96.91</b>



## THE ABY MANUFACTURIN

THE ABY MANUFACTURIN	Police Administration	Badges	\$189.75
THE ABY MANUFACTURIN - Total For Police Administration			\$189.75
THE ABY MANUFACTURIN - ALL DEPARTMENTS			\$189.75

## THE CAMPBELL GROUP I

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

## THE DRIVING COMPANY

THE DRIVING COMPANY	Police Career Services	Off road instructor course	\$5,208.75
THE DRIVING COMPANY - Total For Police Career Services			\$5,208.75
THE DRIVING COMPANY - ALL DEPARTMENTS			\$5,208.75

## THE GOODYEAR TIRE &

THE GOODYEAR TIRE &	Fleet Maintenance Fund	Vehicle alignment	\$217.25
THE GOODYEAR TIRE & - Total For Fleet Maintenance Fund			\$217.25
THE GOODYEAR TIRE & - ALL DEPARTMENTS			\$217.25

## THE HOME DEPOT

THE HOME DEPOT	Buildings & Structures Fund	Repair supplies for Golf Course Clubhouse	\$23.01
THE HOME DEPOT	Buildings & Structures Fund	Downspout replacement supplies for the Tra	\$10.68
THE HOME DEPOT - Total For Buildings & Structures Fund			\$33.69
THE HOME DEPOT	Hogadon - Operations	Handrail carpet lift	\$7.96
THE HOME DEPOT	Hogadon - Operations	Shop Supplies	\$51.91
THE HOME DEPOT - Total For Hogadon - Operations			\$59.87
THE HOME DEPOT	Ice Arena - Operations	Sander Tool/Paper for Ice Arena	\$62.01
THE HOME DEPOT - Total For Ice Arena - Operations			\$62.01
THE HOME DEPOT	Metro Animal Shelter	HOME SUPPLY WAREHOUSE STORES	\$82.78
THE HOME DEPOT - Total For Metro Animal Shelter			\$82.78
THE HOME DEPOT	Parks - Parks Maint.	HOME SUPPLY WAREHOUSE STORES	(\$215.52)

<i>THE HOME DEPOT - Total For Parks - Parks Maint.</i>			<i>(\$215.52)</i>
THE HOME DEPOT	Police Administration	HOME SUPPLY WAREHOUSE STORES	\$79.68
<i>THE HOME DEPOT - Total For Police Administration</i>			<i>\$79.68</i>
THE HOME DEPOT	Traffic Control	Tools for 2 pole inspection crews	\$129.84
THE HOME DEPOT	Traffic Control	Tools for pole inspections	\$35.94
<i>THE HOME DEPOT - Total For Traffic Control</i>			<i>\$165.78</i>
THE HOME DEPOT	Weed & Pest Fund	Pruning Shears	\$29.97
<i>THE HOME DEPOT - Total For Weed &amp; Pest Fund</i>			<i>\$29.97</i>
<b>THE HOME DEPOT - ALL DEPARTMENTS</b>			<b>\$298.26</b>

## THE SOLID WASTE ASSO

THE SOLID WASTE ASSO	Balefill - Diversion & Special	Annual membership renewal	\$223.00
<i>THE SOLID WASTE ASSO - Total For Balefill - Diversion &amp; Special</i>			<i>\$223.00</i>
<b>THE SOLID WASTE ASSO - ALL DEPARTMENTS</b>			<b>\$223.00</b>

## THE WASH LLC

THE WASH LLC	Police Traffic Enforcement	Car wash	\$9.15
<i>THE WASH LLC - Total For Police Traffic Enforcement</i>			<i>\$9.15</i>
<b>THE WASH LLC - ALL DEPARTMENTS</b>			<b>\$9.15</b>

## TOP OFFICE PRODUCTS

TOP OFFICE PRODUCTS	Municipal Court	October 2021 copy charge	\$39.70
<i>TOP OFFICE PRODUCTS - Total For Municipal Court</i>			<i>\$39.70</i>
TOP OFFICE PRODUCTS	Public Transit - Operations	October 2021 copy charge	\$127.72
<i>TOP OFFICE PRODUCTS - Total For Public Transit - Operations</i>			<i>\$127.72</i>
TOP OFFICE PRODUCTS	WWTP Operations	October 2021 copy charge	\$105.20
<i>TOP OFFICE PRODUCTS - Total For WWTP Operations</i>			<i>\$105.20</i>
<b>TOP OFFICE PRODUCTS - ALL DEPARTMENTS</b>			<b>\$272.62</b>

## TOWNSQUARE MEDIA, IN

TOWNSQUARE MEDIA, IN	Golf - Operations	ADVERTISING SERVICES	\$1,000.00
<i>TOWNSQUARE MEDIA, IN - Total For Golf - Operations</i>			<i>\$1,000.00</i>
TOWNSQUARE MEDIA, IN	Sewer Stormwater	ADVERTISING SERVICES	\$504.00

TOWNSQUARE MEDIA, IN - Total For Sewer Stormwater	\$504.00
<b>TOWNSQUARE MEDIA, IN - ALL DEPARTMENTS</b>	<b>\$1,504.00</b>

## TRACTOR SUPPLY CO

TRACTOR SUPPLY CO	Water Distribution	Manure fork	\$36.99
TRACTOR SUPPLY CO - Total For Water Distribution			\$36.99
<b>TRACTOR SUPPLY CO - ALL DEPARTMENTS</b>			<b>\$36.99</b>

## TRETO CONST.

TRETO CONST.	Capital Projects Fund	Ridgecrest Zone 2-3	\$65,311.67
TRETO CONST. - Total For Capital Projects Fund			\$65,311.67
TRETO CONST.	Water Distribution	Ridgecrest Zone 2-3	\$202,415.33
TRETO CONST. - Total For Water Distribution			\$202,415.33
<b>TRETO CONST. - ALL DEPARTMENTS</b>			<b>\$267,727.00</b>

## TRIHYRO CORP.

TRIHYRO CORP.	Capital Projects Fund	GemsS028879-EPA Brownfields Ha	\$8,421.81
TRIHYRO CORP.	Capital Projects Fund	GemsS028879-EPA Brownfields Ha	\$7,532.24
TRIHYRO CORP. - Total For Capital Projects Fund			\$15,954.05
<b>TRIHYRO CORP. - ALL DEPARTMENTS</b>			<b>\$15,954.05</b>

## TWO BROTHERS LAWN SE

TWO BROTHERS LAWN SE	Code Enforcement	Mowing services	\$141.00
TWO BROTHERS LAWN SE	Code Enforcement	Mowing services	\$35.00
TWO BROTHERS LAWN SE - Total For Code Enforcement			\$176.00
<b>TWO BROTHERS LAWN SE - ALL DEPARTMENTS</b>			<b>\$176.00</b>

## TYLER TECHNOLOGIES I

TYLER TECHNOLOGIES I	Capital Projects Fund	Gems S028911 - Tyler Conversio	\$8,000.00
TYLER TECHNOLOGIES I	Capital Projects Fund	Gems S028911 - Tyler Conversio	\$21,914.55
TYLER TECHNOLOGIES I - Total For Capital Projects Fund			\$29,914.55
TYLER TECHNOLOGIES I	Refuse - Recycling	TIME CLOCK FOR MRF	\$2,530.00

TYLER TECHNOLOGIES I - Total For Refuse - Recycling	\$2,530.00
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<b>TYLER TECHNOLOGIES I - ALL DEPARTMENTS</b>	<b>\$32,444.55</b>
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## UBER TRIP

UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$13.51
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$3.00

UBER TRIP - Total For Police Career Services	\$16.51
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<b>UBER TRIP - ALL DEPARTMENTS</b>	<b>\$16.51</b>
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## ULINE SHIP SUPPLIE

ULINE SHIP SUPPLIE	Police Administration	CATALOG MERCHANTS	\$593.24
ULINE SHIP SUPPLIE	Police Administration	CATALOG MERCHANTS	(\$45.00)
ULINE SHIP SUPPLIE	Police Administration	CATALOG MERCHANTS	\$203.18
ULINE SHIP SUPPLIE	Police Administration	CATALOG MERCHANTS	\$1,098.63
ULINE SHIP SUPPLIE	Police Administration	CATALOG MERCHANTS	\$141.00
ULINE SHIP SUPPLIE	Police Administration	CATALOG MERCHANTS	\$85.91
ULINE SHIP SUPPLIE	Police Administration	CATALOG MERCHANTS	\$52.19
ULINE SHIP SUPPLIE	Police Administration	CATALOG MERCHANTS	\$17.65

ULINE SHIP SUPPLIE - Total For Police Administration	\$2,146.80
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<b>ULINE SHIP SUPPLIE - ALL DEPARTMENTS</b>	<b>\$2,146.80</b>
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## UNIFORMS 2 GEAR

UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	\$537.46
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	\$537.46
UNIFORMS 2 GEAR	Police Career Services	Nametag	\$16.00
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	\$73.55
UNIFORMS 2 GEAR	Police Career Services	Nametags	\$112.00
UNIFORMS 2 GEAR	Police Career Services	Nametag	\$16.00
UNIFORMS 2 GEAR	Police Career Services	Uniform supplies	\$56.00

UNIFORMS 2 GEAR - Total For Police Career Services	\$1,348.47
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<b>UNIFORMS 2 GEAR - ALL DEPARTMENTS</b>	<b>\$1,348.47</b>
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## UNITED 0162356564

UNITED	0162356564	Metropolitan Planning Org	UNITED AIRLINES	\$79.40
UNITED 0162356564 - Total For Metropolitan Planning Org				\$79.40
UNITED 0162356564 - ALL DEPARTMENTS				\$79.40

## UNITED 0162376907

UNITED	0162376907	Police Career Services	UNITED AIRLINES	\$534.80
UNITED 0162376907 - Total For Police Career Services				\$534.80
UNITED 0162376907 - ALL DEPARTMENTS				\$534.80

## UNITED 0162376909

UNITED	0162376909	Police Career Services	UNITED AIRLINES	\$638.80
UNITED 0162376909 - Total For Police Career Services				\$638.80
UNITED 0162376909 - ALL DEPARTMENTS				\$638.80

## UNITED 0169946329

UNITED	0169946329	Metropolitan Planning Org	UNITED AIRLINES BAGGAGE FEE	\$35.00
UNITED 0169946329 - Total For Metropolitan Planning Org				\$35.00
UNITED 0169946329 - ALL DEPARTMENTS				\$35.00

## UNITED 0169947174

UNITED	0169947174	Metropolitan Planning Org	UNITED AIRLINES Baggage Fee	\$35.00
UNITED 0169947174 - Total For Metropolitan Planning Org				\$35.00
UNITED 0169947174 - ALL DEPARTMENTS				\$35.00

## UNITED 0169949518

UNITED	0169949518	Special Fire Assistance Fund	Baggage fee for flight home from KNP Fire	\$35.00
UNITED 0169949518 - Total For Special Fire Assistance Fund				\$35.00
UNITED 0169949518 - ALL DEPARTMENTS				\$35.00

## UNITED 0169951722

UNITED	0169951722	Police Career Services	UNITED AIRLINES	\$35.00
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UNITED 0169951722 - Total For Police Career Services	\$35.00
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UNITED 0169951722 - ALL DEPARTMENTS	\$35.00
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## URGENT CARE OF CASPE

URGENT CARE OF CASPE	Property Insurance Fund	October New Hire & Random Testing	\$2,252.00
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URGENT CARE OF CASPE - Total For Property Insurance Fund	\$2,252.00
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URGENT CARE OF CASPE - ALL DEPARTMENTS	\$2,252.00
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## USPS PO 5715580945

USPS PO 5715580945	Regional Water Operations	Certified Letter to EPA	\$7.38
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USPS PO 5715580945 - Total For Regional Water Operations	\$7.38
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USPS PO 5715580945 - ALL DEPARTMENTS	\$7.38
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## UW CASHIER OFFICE

UW CASHIER OFFICE	Metro Animal Shelter	COLLEGES, UNIVERSITIES, PROFESSIONAL SC	\$53.62
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UW CASHIER OFFICE - Total For Metro Animal Shelter	\$53.62
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UW CASHIER OFFICE - ALL DEPARTMENTS	\$53.62
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## VAUGHN S CRONIN

VAUGHN S CRONIN	General Fund Revenue	Books for resale in museum store	\$200.00
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VAUGHN S CRONIN - Total For General Fund Revenue	\$200.00
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VAUGHN S CRONIN - ALL DEPARTMENTS	\$200.00
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## VCN NATRONACOTITLESC

VCN NATRONACOTITLESC	Fleet Maintenance Fund	2 title fees	\$32.50
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VCN NATRONACOTITLESC - Total For Fleet Maintenance Fund	\$32.50
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VCN NATRONACOTITLESC - ALL DEPARTMENTS	\$32.50
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## VCN NATRONAREALESTAT

VCN NATRONAREALESTAT	Customer Service	GOVERNMENT SERVICES NOT ELSEWHERE CL	\$26.50
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VCN NATRONAREALESTAT - Total For Customer Service	\$26.50
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VCN NATRONAREALESTAT	Planning	GOVERNMENT SERVICES NOT ELSEWHERE CL	\$227.31
VCN NATRONAREALESTAT - Total For Planning			\$227.31
VCN NATRONAREALESTAT	Water Administration	Recording Fees for Rich Contract	\$98.50
VCN NATRONAREALESTAT - Total For Water Administration			\$98.50
<b>VCN NATRONAREALESTAT - ALL DEPARTMENTS</b>			<b>\$352.31</b>

## VEGA AMERICAS

VEGA AMERICAS	WWTP Regional Interceptors	Meter	\$1,778.00
VEGA AMERICAS - Total For WWTP Regional Interceptors			\$1,778.00
<b>VEGA AMERICAS - ALL DEPARTMENTS</b>			<b>\$1,778.00</b>

## VERIZON WIRELESS

VERIZON WIRELESS	Buildings & Structures Fund	Acct #442124121-00001	\$40.01
VERIZON WIRELESS - Total For Buildings & Structures Fund			\$40.01
VERIZON WIRELESS	Sewer Wastewater Collection	Acct #742239432-00002	\$74.37
VERIZON WIRELESS - Total For Sewer Wastewater Collection			\$74.37
VERIZON WIRELESS	Streets	Acct #242152162-00001	\$133.10
VERIZON WIRELESS - Total For Streets			\$133.10
VERIZON WIRELESS	Water Distribution	Acct #542255605-00001	\$276.36
VERIZON WIRELESS - Total For Water Distribution			\$276.36
VERIZON WIRELESS	Water Meters	Acct #942021615-00001	\$266.44
VERIZON WIRELESS - Total For Water Meters			\$266.44
VERIZON WIRELESS	WWTP Operations	Acct #842227834-00001	\$147.25
VERIZON WIRELESS - Total For WWTP Operations			\$147.25
<b>VERIZON WIRELESS - ALL DEPARTMENTS</b>			<b>\$937.53</b>

## VOIANCE LLC

VOIANCE LLC	Public Safety Communication	BUSINESS SERVICES NOT ELSEWHERE CLASSI	\$194.02
VOIANCE LLC - Total For Public Safety Communications			\$194.02
<b>VOIANCE LLC - ALL DEPARTMENTS</b>			<b>\$194.02</b>

## VRC COMPANIES LLC

VRC COMPANIES LLC	Municipal Court	File destruction fee	\$55.13
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VRC COMPANIES LLC - Total For Municipal Court	\$55.13
VRC COMPANIES LLC                      Public Safety Communication File destruction fee	\$82.88
VRC COMPANIES LLC - Total For Public Safety Communications	\$82.88
<b>VRC COMPANIES LLC - ALL DEPARTMENTS</b>	<b>\$138.01</b>

## VZWRLSS MY VZ VB P

VZWRLSS MY VZ VB P                      Golf - Operations                      Cellular Service for 3 ipads	\$134.24
VZWRLSS MY VZ VB P - Total For Golf - Operations	\$134.24
VZWRLSS MY VZ VB P                      Regional Water Operations                      WTP Operator Cell Phone	\$49.48
VZWRLSS MY VZ VB P - Total For Regional Water Operations	\$49.48
<b>VZWRLSS MY VZ VB P - ALL DEPARTMENTS</b>	<b>\$183.72</b>

## WADE WALDRIP

WADE WALDRIP                      WWTP Operations                      Mediation, travel & preparation	\$1,607.87
WADE WALDRIP - Total For WWTP Operations	\$1,607.87
<b>WADE WALDRIP - ALL DEPARTMENTS</b>	<b>\$1,607.87</b>

## WAL-MART #1617

WAL-MART #1617                      Balefill - Diversion & Special                      TIDE DETERGENT SWF	\$17.94
WAL-MART #1617 - Total For Balefill - Diversion & Special	\$17.94
WAL-MART #1617                      Metro Animal Shelter                      GROCERY STORES, SUPERMARKETS	\$19.92
WAL-MART #1617 - Total For Metro Animal Shelter	\$19.92
WAL-MART #1617                      Planning                      GROCERY STORES, SUPERMARKETS	\$9.00
WAL-MART #1617 - Total For Planning	\$9.00
<b>WAL-MART #1617 - ALL DEPARTMENTS</b>	<b>\$46.86</b>

## WAL-MART #3778

WAL-MART #3778                      Water Distribution                      Purchase credit with tax then recharged with	(\$86.39)
WAL-MART #3778 - Total For Water Distribution	(\$86.39)
<b>WAL-MART #3778 - ALL DEPARTMENTS</b>	<b>(\$86.39)</b>

## WEAR PARTS INC



WEAR PARTS INC	Aquatics - Pool	Bolts for Washington Diving Board	\$12.11
<i>WEAR PARTS INC - Total For Aquatics - Pool</i>			<i>\$12.11</i>
WEAR PARTS INC	Regional Water Operations	Machinery supplies	\$13.67
<i>WEAR PARTS INC - Total For Regional Water Operations</i>			<i>\$13.67</i>
WEAR PARTS INC	RWS - Booster Stations	DRILL BIT	\$34.90
<i>WEAR PARTS INC - Total For RWS - Booster Stations</i>			<i>\$34.90</i>
WEAR PARTS INC	Traffic Control	Nuts and washers for sign repair	\$113.58
WEAR PARTS INC	Traffic Control	Bolts & Nuts for Rails to Trails sign repair	\$49.61
<i>WEAR PARTS INC - Total For Traffic Control</i>			<i>\$163.19</i>
WEAR PARTS INC	WWTP Operations	Nuts & bolts	\$70.35
WEAR PARTS INC	WWTP Operations	Bolts	\$22.46
<i>WEAR PARTS INC - Total For WWTP Operations</i>			<i>\$92.81</i>
<b>WEAR PARTS INC - ALL DEPARTMENTS</b>			<b>\$316.68</b>

## WEISSMAN'S THEATRICA

WEISSMAN'S THEATRICA	Rec Center - Operations	Dance Recital	\$634.60
<i>WEISSMAN'S THEATRICA - Total For Rec Center - Operations</i>			<i>\$634.60</i>
<b>WEISSMAN'S THEATRICA - ALL DEPARTMENTS</b>			<b>\$634.60</b>

## WENDYS

WENDYS	Police Investigations	FAST FOOD RESTAURANTS	\$49.29
<i>WENDYS - Total For Police Investigations</i>			<i>\$49.29</i>
<b>WENDYS - ALL DEPARTMENTS</b>			<b>\$49.29</b>

## WEST PLAINS ENGINEER

WEST PLAINS ENGINEER	Balefill - Disposal & Landfill	Solid Waste Thermal and Electr	\$3,975.00
WEST PLAINS ENGINEER	Balefill - Disposal & Landfill	Solid Waste Thermal and Electr	\$1,400.00
<i>WEST PLAINS ENGINEER - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$5,375.00</i>
WEST PLAINS ENGINEER	Capital Projects Fund	Goodstein Parking Electrical D	\$500.00
<i>WEST PLAINS ENGINEER - Total For Capital Projects Fund</i>			<i>\$500.00</i>
WEST PLAINS ENGINEER	WWTP Operations	CPU Generator Replacements (21	\$500.00
<i>WEST PLAINS ENGINEER - Total For WWTP Operations</i>			<i>\$500.00</i>

**WEST PLAINS ENGINEER - ALL DEPARTMENTS**

\$6,375.00

**WESTERN WYOMING LOCK**

WESTERN WYOMING LOCK	Buildings & Structures Fund	Key copies for Cemetery	\$12.50
<i>WESTERN WYOMING LOCK - Total For Buildings &amp; Structures Fund</i>			<i>\$12.50</i>
WESTERN WYOMING LOCK	Police Administration	Service call - labor/materials & combo chang	\$101.00
WESTERN WYOMING LOCK	Police Administration	Keys	\$32.50
<i>WESTERN WYOMING LOCK - Total For Police Administration</i>			<i>\$133.50</i>
<b>WESTERN WYOMING LOCK - ALL DEPARTMENTS</b>			<b>\$146.00</b>

**WILLOW ARROWHEAD NEC**

WILLOW ARROWHEAD NEC	General Fund Revenue	Jewelry for resale	\$129.00
<i>WILLOW ARROWHEAD NEC - Total For General Fund Revenue</i>			<i>\$129.00</i>
<b>WILLOW ARROWHEAD NEC - ALL DEPARTMENTS</b>			<b>\$129.00</b>

**WLC ENGINEERING - SU**

WLC ENGINEERING - SU	Capital Projects Fund	Ridgecrest Zone 2-3 Waterline	\$3,536.46
WLC ENGINEERING - SU	Capital Projects Fund	Design & CA for Morad Park to	\$173.81
<i>WLC ENGINEERING - SU - Total For Capital Projects Fund</i>			<i>\$3,710.27</i>
WLC ENGINEERING - SU	Hogadon - Operations	HOGADON PLAT SURVEY 21-017	\$3,000.00
WLC ENGINEERING - SU	Hogadon - Operations	HOGADON PLAT SURVEY 21-017	\$1,000.00
<i>WLC ENGINEERING - SU - Total For Hogadon - Operations</i>			<i>\$4,000.00</i>
WLC ENGINEERING - SU	Revolving Land Fund	HOGADON PLAT SURVEY 21-017	\$7,970.49
<i>WLC ENGINEERING - SU - Total For Revolving Land Fund</i>			<i>\$7,970.49</i>
WLC ENGINEERING - SU	Water Distribution	Ridgecrest Zone 2-3 Waterline	\$9,093.74
<i>WLC ENGINEERING - SU - Total For Water Distribution</i>			<i>\$9,093.74</i>
<b>WLC ENGINEERING - SU - ALL DEPARTMENTS</b>			<b>\$24,774.50</b>

**WM SUPERCENTER**

WM SUPERCENTER	Fire-EMS Administration	Coffee for fire admin	\$27.44
<i>WM SUPERCENTER - Total For Fire-EMS Administration</i>			<i>\$27.44</i>
WM SUPERCENTER	Rec Center - Special Program	Fall Carnival Supplies	\$193.30
<i>WM SUPERCENTER - Total For Rec Center - Special Programs</i>			<i>\$193.30</i>

WM SUPERCENTER	Water Distribution	DEF & cleaner	\$82.28
WM SUPERCENTER	Water Distribution	DEF & cleaner purchase with tax & credited	\$86.39
<i>WM SUPERCENTER - Total For Water Distribution</i>			<i>\$168.67</i>
<b>WM SUPERCENTER - ALL DEPARTMENTS</b>			<b>\$389.41</b>

## WWETT REG

WWETT REG	Sewer Wastewater Collection WWETT conference registration		\$125.00
WWETT REG	Sewer Wastewater Collection WWETT show registration		\$125.00
<i>WWETT REG - Total For Sewer Wastewater Collection</i>			<i>\$250.00</i>
<b>WWETT REG - ALL DEPARTMENTS</b>			<b>\$250.00</b>

## WY. ASSOC. OF RURAL

WY. ASSOC. OF RURAL	Water Administration	2022 Supporting Membership Dues	\$450.00
<i>WY. ASSOC. OF RURAL - Total For Water Administration</i>			<i>\$450.00</i>
<b>WY. ASSOC. OF RURAL - ALL DEPARTMENTS</b>			<b>\$450.00</b>

## WY. LAW ENFORCEMENT

WY. LAW ENFORCEMENT	Police Career Services	Wyo Peace Officer Criminal Law Procedures	\$3,375.00
<i>WY. LAW ENFORCEMENT - Total For Police Career Services</i>			<i>\$3,375.00</i>
<b>WY. LAW ENFORCEMENT - ALL DEPARTMENTS</b>			<b>\$3,375.00</b>

## WY. RENTS, LLC.

WY. RENTS, LLC.	Balefill - Disposal & Landfill	RENTAL OF FRONT LOADER 4 MONTHS	\$7,351.58
WY. RENTS, LLC.	Balefill - Disposal & Landfill	RENTAL OF FRONT LOADER 4 MONTHS	\$7,351.58
WY. RENTS, LLC.	Balefill - Disposal & Landfill	RENTAL OF FRONT LOADER 4 MONTHS	\$7,351.58
WY. RENTS, LLC.	Balefill - Disposal & Landfill	RENTAL OF FRONT LOADER 4 MONTHS	\$7,351.58
<i>WY. RENTS, LLC. - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$29,406.32</i>
<b>WY. RENTS, LLC. - ALL DEPARTMENTS</b>			<b>\$29,406.32</b>

## WY. SYMPHONY ORCHEST

WY. SYMPHONY ORCHEST	Social Community Services	Evening summer concert	\$1,562.50
<i>WY. SYMPHONY ORCHEST - Total For Social Community Services</i>			<i>\$1,562.50</i>

<b>WY. SYMPHONY ORCHEST - ALL DEPARTMENTS</b>	<b>\$1,562.50</b>
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## WYOMING LOW VOLTAGE

WYOMING LOW VOLTAGE	Aquatics - Operations	Add Additional Ethernet Port in Conference	\$100.00
<i>WYOMING LOW VOLTAGE - Total For Aquatics - Operations</i>			<i>\$100.00</i>
WYOMING LOW VOLTAGE	Balefill - Disposal & Landfill	TV DROPS FOR LANDFILL BUILDING	\$360.00
<i>WYOMING LOW VOLTAGE - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$360.00</i>
<b>WYOMING LOW VOLTAGE - ALL DEPARTMENTS</b>			<b>\$460.00</b>

## WYOMING STEEL & RECY

WYOMING STEEL & RECY	Refuse - Recycling	Freon removal	\$2,250.00
<i>WYOMING STEEL &amp; RECY - Total For Refuse - Recycling</i>			<i>\$2,250.00</i>
<b>WYOMING STEEL &amp; RECY - ALL DEPARTMENTS</b>			<b>\$2,250.00</b>

## WYOMING WORK WAREHOU

WYOMING WORK WAREHO	Regional Water Operations	Safety Equipment/supplies	\$125.09
<i>WYOMING WORK WAREHOU - Total For Regional Water Operations</i>			<i>\$125.09</i>
<b>WYOMING WORK WAREHOU - ALL DEPARTMENTS</b>			<b>\$125.09</b>

## XYLEM WATER SOLUTION

XYLEM WATER SOLUTION	Regional Water Operations	Flow control assembly	\$817.83
XYLEM WATER SOLUTION	Regional Water Operations	Maintenance / Repair	\$6,456.00
<i>XYLEM WATER SOLUTION - Total For Regional Water Operations</i>			<i>\$7,273.83</i>
<b>XYLEM WATER SOLUTION - ALL DEPARTMENTS</b>			<b>\$7,273.83</b>

## ZONAR SYSTEMS INC

ZONAR SYSTEMS INC	Refuse - Commercial	Tablet insp service, Tablet ZForms, Mobile Sh	\$213.13
<i>ZONAR SYSTEMS INC - Total For Refuse - Commercial</i>			<i>\$213.13</i>
<b>ZONAR SYSTEMS INC - ALL DEPARTMENTS</b>			<b>\$213.13</b>

## CITYWIDE BILLS AND CLAIMS TOTAL

\$3,034,669.85

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

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

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

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

CITY of CASPER, WYOMING  
BILLS and CLAIMS ADDENDUM  
Council Meeting  
12/07/21

**Additional Accounts Payable**

**11/10/21**

**Prewrits - Travel Reimbursement, Petty Cash & Payroll Vendors**

Randall Ogden - Travel reimbursement	74.00
FIB - Petty Cash (Community Development)	288.38
State of Wyo Dept of Admin & Info	914,608.63
	<hr/>
	914,971.01

**11/18/21**

**Prewrits - Travel Reimbursement, Petty Cash & Payroll Vendors**

Steve Nunn - Travel reimbursement	480.00
Lyle Berg - Travel reimbursement	310.50
FIB - Petty Cash (Metro)	115.80
Linda Irvine - Refund of utility overpayment	4,132.39
Wyo Dept of Workforce Services	75,571.80
	<hr/>
	80,610.49

**11/24/21**


**Prewrits - Payroll Vendors & Travel Reimbursements**

American Heritage Life Insurance (Allstate)	4,391.71
Continental American Insurance (AFLAC)	695.07
Keith McPheeters - Travel reimbursement	249.50
Gabe Webb - Travel reimbursement	383.50
Amanda Cook - Travel reimbursement	383.50
NCPERS Group Life Insurance	672.00
	<hr/>
	6,775.28

<b>Total Additional AP</b>	<b><u><u>\$ 1,002,356.78</u></u></b>
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December 7, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Liz Becher, Community Development Director 

SUBJECT: Establish the date for a public hearing to consider an Ordinance approving a partial plat vacation, replat, vacation of public parkland and a zone change for the North Platte River Park No. 2 Subdivision

Meeting Type & Date:

Regular Council Meeting, December 7, 2021

Action Type:

Minute action, establishing date of public hearing

Recommendation:

That Council, by minute action, establish December 21, 2021 as the date of public hearing for consideration of an Ordinance approving a partial plat vacation, replat, vacation of public parkland and a zone change for the North Platte River Park No. 2 Subdivision.

Summary:

The City of Casper is the applicant for the requested vacation and replat creating the 185-acre, North Platte River Park No. 2 subdivision, located generally east of Interstate 25 and north of the Historic Trails Center. The property was acquired by the City of Casper in the late 1970's, and is currently configured as a single 1,095-acre lot. The proposed subdivision will carve out three (3) new lots from the western portion of the parcel. Proposed Lot 1 is vacant and undeveloped, Lot 2 has a City water tank and a cell tower currently constructed on it, but is otherwise undeveloped, and Lot 3 is the Events Center parcel.

A companion item requests a vacation (as public parkland) and zone change for proposed Lots 1 and 2. The impetus for the requested zone change is to transition unused, excess City property into productive use through the creation of an area that can be developed as an industrial park. In that the area is currently zoned PH (Park Historic), it must be vacated as parkland. W.S. 15-1-103(a)(xii) allows for the vacation of public parkland provided, the City must have owned the property for a minimum of ten (10) years, and the property cannot have been developed or used as a public park. The property meets both criteria. Proposed zoning is as follows:

- Lot 1 (29-acres) - M-2 (General Industrial);
- Lot 2 (74-acres) – M-1 (Limited Industrial);
- Lot 3 (59-acres) – (will remain zoned as PH (Park Historic))

In that the concept of an industrial park was not envisioned for this location prior to the development of the 2017 Generation Casper Comprehensive Land Use Plan, the Plan provides

very little guidance. There are several references in the Plan that suggest the City should ensure that adequate industrial/commercial spaces be provided for in order to provide jobs for residents and tax revenue. Some of those references are listed below:

- Pg 3-7 – Industrial and business uses should be encouraged within the UGB to provide adequate services to the city and provide local jobs and sales tax revenue.
- Pg 3-21 – EC5-2 Redevelopment: Target infrastructure investments toward identified redevelopment areas based on community demand for various types of commercial and industrial space. Redevelopment areas should be given priority over new development.

The City recently recognized a need for larger, centrally located industrial/business sites during economic development discussions with several potential businesses that were interested in locating in Casper. Those businesses expressed a desire for new, relatively large undeveloped sites with good visibility and access to the Interstate, accessible utilities, located close to the city center. The subject area was of interest to the businesses. A similar project that the City successfully developed is the North Platte Industrial Park, located along Wilkins Circle (just south of the subject property). That area currently houses the Central Wyoming Counseling Center, Gruner Brothers Brewery (former Petroleum Club), medical offices, a church, as well as other successful businesses.

The Municipal Code lists the following land uses as permitted in the proposed M-1 (Limited Industrial) zoning district:

1. Animal shelters, treatment centers, animal clinics, and animal boarding centers;
2. Assembly of devices or instruments, or packaging of products from previously prepared materials;
3. Automobile and vehicular sales and/or repair;
4. Automobile and vehicular service stations and public garages;
5. Automobile wrecker services;
6. Bed and breakfast;
7. Bed and breakfast homestay;
8. Bed and breakfast inn;
9. Bottling factories or plants;
10. Builders' supply yards;
11. Bulk plants with underground/above ground storage;
12. Commercial processing dairies and creameries, including depots (excluding dairy farms);
13. Commercial greenhouses and nurseries;
14. Commercial kennels;
15. Commercial laundries;
16. Convenience establishments;
17. Day-care, adult;



18. Child care center;
19. Family child care center - zoning review;
20. Experimental or testing laboratories and research facilities;
21. Fabrication plants (steel or wood);
22. Farm implement sales and services;
23. Frozen food lockers;
24. Grocery stores;
25. Manufactured home (mobile) sales and service;
26. Manufacturing, assembly, or packing of products from previously prepared materials;
27. Manufacturing of devices or instruments;
28. Manufacturing and processing of food or food products;
29. Motels and hotels;
30. Offices, general and professional;
31. Open sales lots;
32. Pet supplies;
33. Parks, playgrounds, historical sites, and other similar recreational facilities;
34. Pawnshops;
35. Personal service shops;
36. Plumbing, welding, electrical supply, and service shops;
37. Printing and newspaper houses;
38. Public utilities and public service installations, including repair and storage facilities;
39. Recycling businesses;
40. Restaurant, cafes, and coffee shops;
41. Retail businesses;
42. Transportation depots;
43. Veterinary clinics with boarding outside pens;
44. Warehouses, including both indoor and outdoor storage.
45. Sexually oriented businesses, pursuant to all regulations set forth in Section 9.24.110 of the municipal code;
46. Neighborhood assembly uses;
47. Regional assembly uses;
48. Custodial care facility;
49. Branch community facilities;
50. Neighborhood grocery;
51. Church.

The Municipal Code lists the following land uses as being permitted in the proposed M-2 (General Industrial) zoning district:

- A. All uses permitted in the M-1 district;
- B. Asphalt (hot mix) plants;
- C. Concrete plants;

- D. Gypsum manufacturing;
- E. Helistops, airports, heliports, or aircraft landing fields;
- F. Large equipment sales and repair;
- G. Manufacture and storage of explosives;
- H. Refineries;
- I. Rock quarrying and crushing;
- J. Warehouses, indoor and outdoor storage, and retail sales.
- K. Sexually oriented businesses, pursuant to all regulations set forth in Section 9.24.110 of the municipal code.

The Planning and Zoning Commission voted to support the partial plat vacation, replat, vacation of public parkland and a zone change after a public hearing on November 18, 2021. There were no public comments submitted.

Financial Considerations:

Not applicable

Oversight/Project Responsibility:

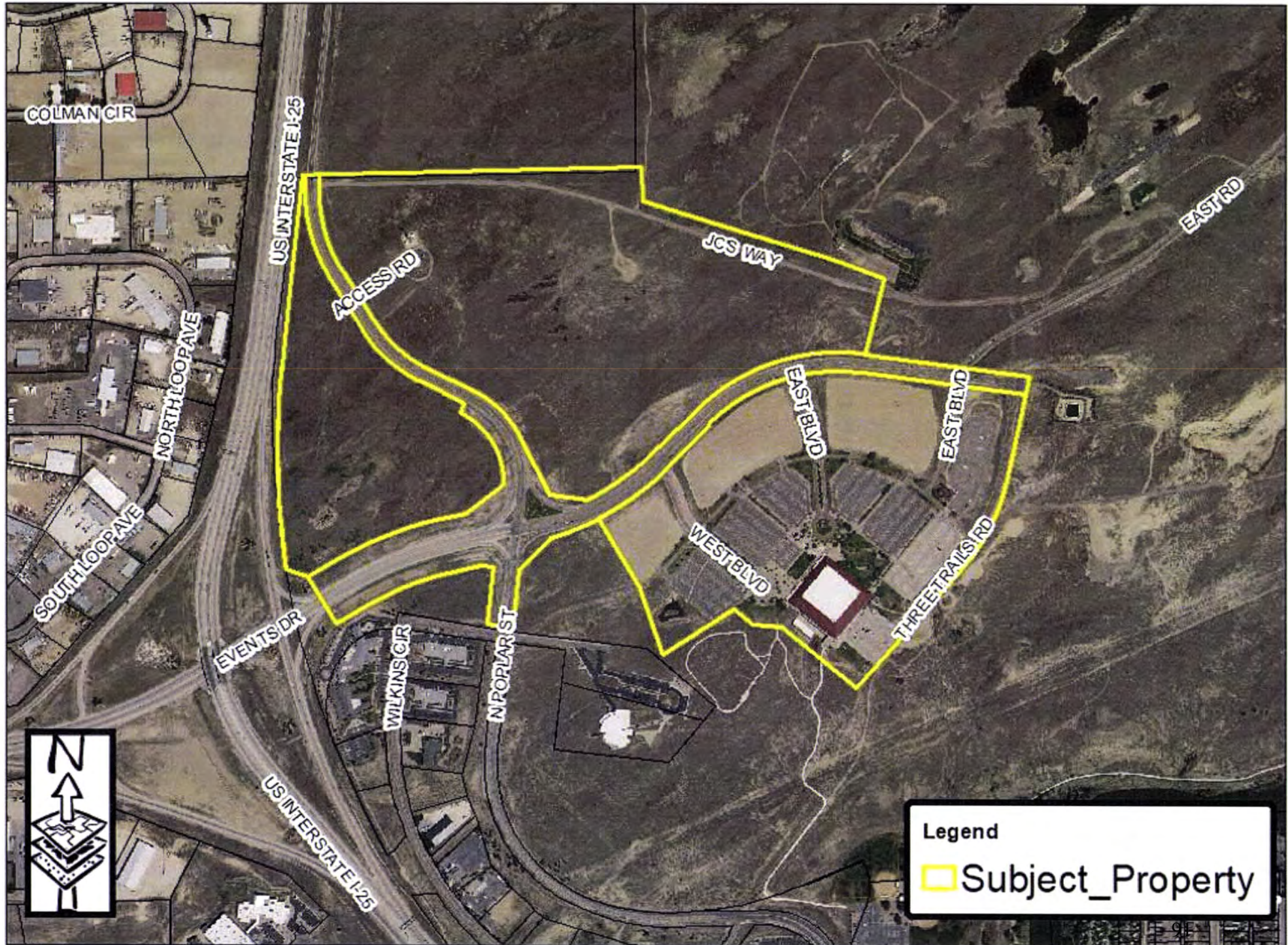
Community Development Department – Planning Division

Attachments:

Location Map




# Proposed North Platte River Park No. 2 Subdivision





December 7, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Liz Becher, Community Development Director 

SUBJECT: Establish the date for a public hearing to consider an Ordinance approving a vacation, replat, subdivision agreement and zone change for the Eagle Valley Addition

Meeting Type & Date:

Regular Council Meeting, December 7, 2021

Action Type:

Minute action, establishing date of public hearing

Recommendation:

That Council, by minute action, establish December 21, 2021 as the date of public hearing for consideration of an Ordinance approving a vacation, replat, subdivision agreement and zone change for the Eagle Valley Addition.

Summary:

The new owners are requesting a vacation and replat to create a new subdivision named Eagle Valley. Eagle Valley consists of a vacation and replat of Tracts B, C, D & E of The Back Nine Addition, located generally south of West 29<sup>th</sup> Street and east of Casper Mountain Road. In order to improve access, and to address maximum block length requirements, Palmer Drive is being extended to the west, to connect with Casper Mountain Road. The plat maintains the southern connection, Nicklaus Drive, to accommodate future growth and development south of this subdivision.

In the summer of 2021, the City Council voted to dissolve The Back Nine subdivision PUD (Planned Unit Development), and to rezone the area to R-2 (One Unit Residential), R-3 (One to Four Unit Residential) and C-2 (General Business). The plan at that time was for the construction of single-dwelling, detached homes over the area in question. The proposed Eagle Valley subdivision is now under new ownership, and the plan for the development of the area has changed from what was represented this past summer. The new owners would like to continue with the original concept, and develop the area as twinhomes. R-2 (One Unit Residential) zoning does not permit twinhomes because of the need for a ten (10) foot minimum separation/setback between dwellings; therefore, the owners have applied to rezone the subdivision to R-3 (One to Four Unit Residential).

### Property Information:

- Size – 17.25-acres, more or less
- Existing Zoning – R-2 (One Unit Residential)
- Minimum Lot Size Required in R-3 district – 4,000 square feet
- Number of proposed lots/units - 34

Existing zoning adjacent to the subject property is as follows:

- North – R-2 (One Unit Residential);
- South – R-2 (One Unit Residential);
- East – R-2 (One Unit Residential) and R-3 (One to Four Unit Residential);
- West – C-2 (General Business) and R-4 (High Density Residential).

### Comprehensive Land Use Plan Conformity:

As with all proposed zone changes, Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported by the Plan. The Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The subject property is located in an area designated as “Neighborhood 3.” Page 4-31 of the Plan provides general characteristics of areas designated as a Neighborhood 3, which typically includes a mix of single and multi-family dwellings, as well as small offices, civic uses and community uses that support the surrounding residential. A rezone of the property, as proposed, would be in keeping with the land uses envisioned under the “Neighborhood 3” FLU (future land use) designation.

The following is a list of permitted uses in the R-3 (One to Four Unit Residential) zoning district:

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

- F. Day-care, adult;
- G. Family child care home;
- H. Reserved;
- I. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities used during daylight hours;
- J. Schools, public, parochial, and private elementary, junior and senior high;
- K. Neighborhood assembly uses;
- L. Branch community facilities;
- M. Neighborhood grocery;
- N. Group home;
- O. Church.

The Planning and Zoning Commission voted to support the vacation, replat, subdivision agreement and zone change after a public hearing on November 18, 2021. Staff received two (2) written letters/public comments on this case.

Financial Considerations:

Not applicable

Oversight/Project Responsibility:

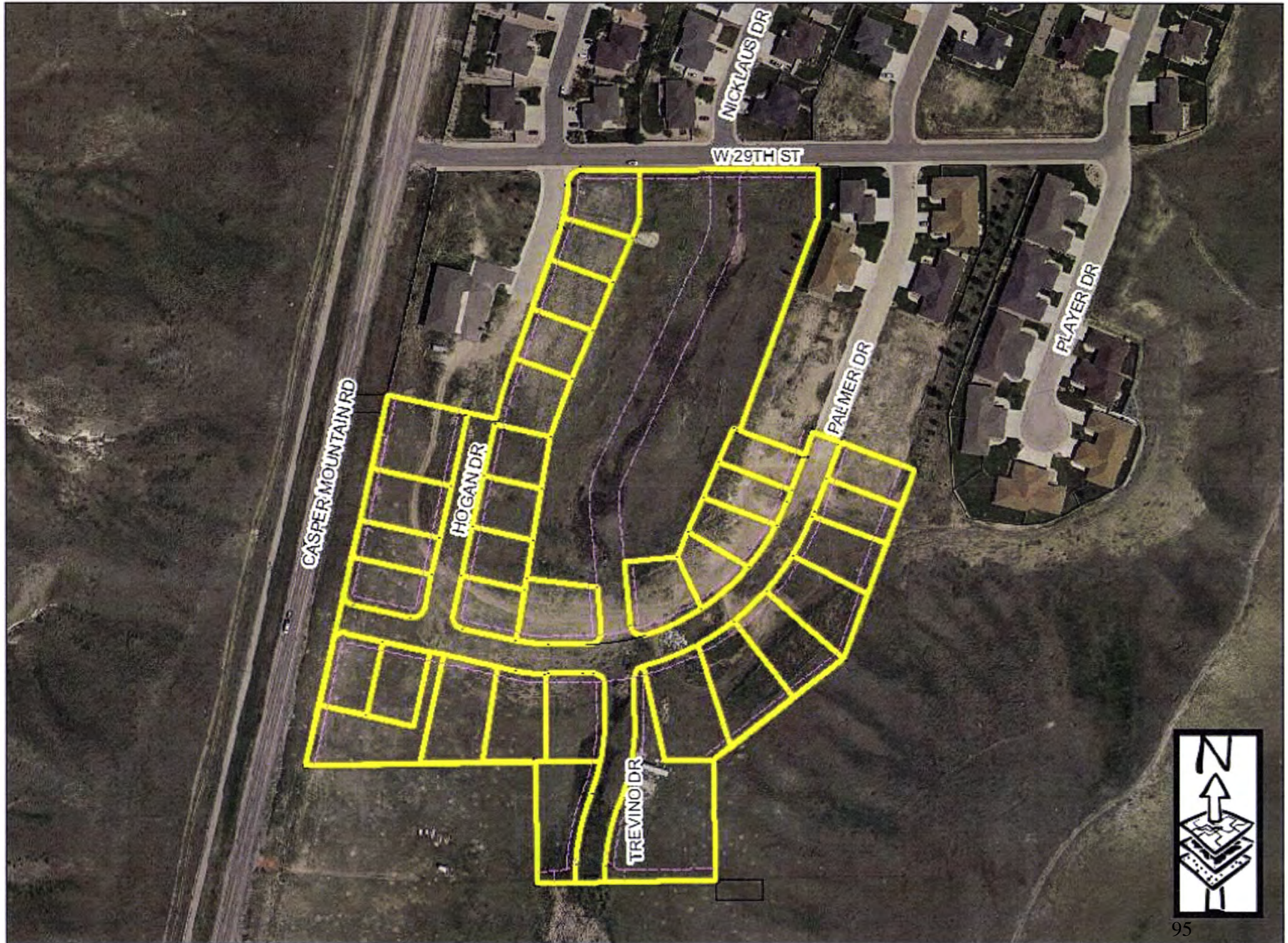
Community Development Department – Planning Division

Attachments:

Location Map





# Proposed "Back Nine" Replat/Subdivision





December 1, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 

SUBJECT: Establish a Public Hearing Date to Set Rates for Retail and Wholesale Water and Sewer Service, and for Residential and Commercial Solid Waste Collection and Disposal at the Casper Solid Waste Facility

Meeting Type & Date  
Regular Council Meeting  
December 7, 2021

Action Type  
Minute Action

Recommendation  
That Council, by minute action, establish December 21<sup>st</sup>, 2021, as the Public Hearing date for the consideration of rates for retail and wholesale water and sewer service, and for residential and commercial solid waste collection, and disposal at the Casper solid waste facility.

Summary  
Staff meets annually to discuss required rate increases to both retail and wholesale water and sewer service, and for residential and commercial solid waste collection, recycling, and disposal at the Casper solid waste facility. Costs in these enterprise funds continue to rise due to higher utility costs, material costs, costs to meet governmental mandates, and costs to replace aging equipment and infrastructure.

Rates for wholesale, retail, and outside water rates; retail sewer service; and balefill tipping fees, monthly residential trash collection, and commercial trash collection will be discussed with Casper City Council at their December 14<sup>th</sup>, 2021, work session, for formal adoption at the December 21<sup>st</sup>, 2021, Council meeting. Low rate increases for both water and sewer have historically been achieved through the infusion of \$3 Million in Optional 1% Sales Tax funds into these funds.

Financial Considerations  
Rate fee increases as adopted by City Council at the December 21<sup>st</sup>, 2021, Council meeting.

Oversight/Project Responsibility  
Bruce Martin, Public Utilities Manager  
Cynthia Langston, Solid Waste Manager

Attachments  
No Attachments



November 23, 2021

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

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

SUBJECT: Establish Public Hearing for Transfer of Ownership for Retail Liquor License No. 26 from Brenton Properties, LLC d/b/a Frank's Butcher Shop and Liquor, Located at 2024 CY Ave to FBS Casper, LLC d/b/a Frank's Butcher Shop and Liquor, Located at 2024 CY Ave.

Meeting Type & Date

Regular Council Meeting  
December 7, 2021

Action type

Establish Public Hearing  
Minute Action

Recommendation

That Council, by minute action, establish December 21, 2021 as the Public Hearing date for a transfer of ownership for retail liquor license No. 26 from Brenton Properties, LLC, d/b/a Frank's Butcher Shop and Liquor, located at 2024 CY Ave, to FBS Casper, LLC d/b/a Franks Butcher Shop and Liquor, located at 2024 CY Ave.

Summary

An application has been received requesting a transfer of ownership for retail liquor license No. 26 from Brenton Properties, LLC, d/b/a Frank's Butcher Shop and Liquor, located at 2024 CY Ave, to FBS Casper, LLC d/b/a Franks Butcher Shop and Liquor, located at 2024 CY Ave.

Retail Liquor License No. 26 was owned by Billy J. Brenton and Kari A. Brenton each having 50% of the membership interest. On November 16, 2021, Kari A. Benton sold her interest to Billy J. Brenton. Billy now having 100% interest. Municipal Code 5.08.050 states that whenever an interest of more than ten percent of the whole interest in any corporation, association or organization holding a retail liquor license is sought to be sold, assigned or otherwise transferred a new application shall first be filed with the City Clerk and no such sale, assignment or transfer shall be made without the prior approval of the City Council. Since more than 10% is being sold, a transfer application would be necessary.

The State of Wyoming Liquor Division will duly review the application. The City of Casper Fire-EMS Department, City of Casper Community Development Department, and Natrona County

Health Department will review this business and address to ensure compliance with local codes and ordinances.

As required by Municipal Code 05.08.080, a notice will be published in a local newspaper once a week for two consecutive weeks. As required by State Statute 12-4-104(a) it will be advertised on the City's website ([www.casperwy.gov](http://www.casperwy.gov)).

Financial Considerations

The transfer fee for this license is \$100.


Oversight/Project Responsibility



Carla Mills-Laatsch, Licensing Specialist

Attachments

None

November 4, 2021

MEMO TO: J. Carter Napier, City Manager 

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

SUBJECT: Establish the Public Hearing Date on Liquor License Renewals for licensing period  
April 1, 2022 through March 31, 2023.

Meeting Type & Date  
Regular Council Meeting  
December 7, 2021

Action type  
Establish Public Hearing  
Minute Action

Recommendation  
That Council, by minute action, establish February 15, 2022, as the Public Hearing date for consideration of the annual renewal of all City of Casper Liquor Licenses.

Summary  
State Statutes require that the City Council hold a public hearing each year prior to the renewal of liquor licenses. This gives the public an opportunity to address the Council with any concerns they might have concerning the operation and management of a given establishment. It also affords the City Council an opportunity to invite liquor establishment owners to appear and address any questions that the Council might have. The licensing year runs from April 1 to March 31.

During the month of November, the necessary reporting materials and liquor license renewal forms are sent to the liquor dealers. The City of Casper Fire-EMS Department, City of Casper Community Development, and Natrona County Health Department are informed to ensure that the license holders are complying with the building, fire, and health codes. If any non-compliance is noted, a conformance period may be set for the license holder, and the license may be issued with a restriction. In addition, the Police Department submits a report noting any law enforcement problems related to the establishment.

Financial Considerations  
No Financial Considerations

Oversight/Project Responsibility  
Carla Mills-Laatsch, Licensing Specialist

Attachments  
None

November 9, 2021

**MEMO TO:** J. Carter Napier, City Manager *50*

**FROM:** Fleur Tremel, Assistant to the City Manager/City Clerk *77*  
Carla Mills-Laatsch, Licensing Specialist *CM*

**SUBJECT:** Public Hearing for a New Restaurant Liquor License No. 46 for Movie Palace Inc., d/b/a Studio City Mesa Cinemas, Located at 3150 Talon.

Meeting Type & Date  
Regular Council Meeting  
December 7, 2021

Action type  
Public Hearing  
Minute Action

Recommendation

That Council, by minute action, consider the application for a new restaurant liquor license No. 46 for Movie Palace Inc., d/b/a Studio City Mesa Cinemas, located at 3150 Talon.

Summary

An application has been received requesting a new restaurant liquor license No. 46 for Movie Palace Inc., d/b/a Studio City Mesa Cinemas, located at 3150 Talon.

The Wyoming Legislature, in the past general session, amended and updated the Wyoming Liquor Laws. Restaurant liquor licenses now must have a dispensing area rather than a dispensing room. City Council will now approve a dispensing "area" and the area will be age restricted to individuals 18 and over. No consumption can take place in this area.

The main requirement now is that meals must be prepared and served for on premises consumption. Previously, the service of "only fry orders" or sandwiches and hamburgers did not qualify an establishment as a restaurant. Movie Palace Inc., plans to serve chicken sandwiches, French fries, hot dogs, pizza and appetizers.

This applicant would like to apply for an additional restaurant liquor license for the east side location. Currently, this is not allowed by municipal code 5.08.150 (B) No more than one license or permit shall be issued to any one person, except for malt beverage or catering permits, or in conjunction with a microbrewery license as provided in this chapter. In order for the east side location to be able to sell alcohol in the future, an ordinance change will have to take place allowing for a license to be issued to more than one person, or the applicant could apply under another corporation; however, they do not want to do so at this time.

As required by Municipal Code 05.08.070, a notice was published in a local newspaper once a week for two consecutive weeks. As required by State Statute 12-4-104(a) it is being advertised on the City's website ([www.casperwy.gov](http://www.casperwy.gov)).

Financial Considerations

The City of Casper will receive 481.00.

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

Copy of Application

Affidavit of Website Publication

# NEW OR TRANSFER LIQUOR LICENSE OR PERMIT APPLICATION

## FOR LIQUOR DIVISION USE ONLY

Customer #:

Trf from:

Reviewer:

Initials

Date

Agent:

Chief:

### To be completed by City/County Clerk

License

Fees

Annual Fee:

\$

Prorated Fee:

\$

Transfer Fee:

\$

Publishing Fee:

\$

Publishing Fee Direct Billed to Applicant: ☒

License Term:

12 1 08 1 2021

Month

Day

Year

Through

03 1 31 1 2022

Month

Day

Year

Local License #:

Restaurant

Date filed with

clerk:

10 1 26 1 2021

Advertising Dates: (2 Weeks)

11/17/2021

&amp; 11/21/2021

Hearing Date:

12 1 07 1 2021

**LICENSING AUTHORITY:** Begin publishing promptly. As W.S. 12-4-104(d) specifies: **NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.**

Applicant:

MOVIE PALACE INC

Trade/Business Name (dba):

STUDIO CITY MESA CINEMAS

Building to be licensed/Building Address:

3150 TALON DR

Number &amp; Street

CASHIER WY

City

82604

State

NATRONA

County

Local Mailing Address:

PO BOX 2180

Number &amp; Street or P.O. Box

CASHIER

City

WY

State

82602

Zip

Local Business Telephone Number: (307) 266-3647

Fax Number: (307) 462-0545

Business E-Mail Address:

MP OFFICE @ WYO MOVIES.COM

### FILING FOR

☒ NEW LICENSE☐ TRANSFER OF LOCATION

### FILING IN (CHOOSE ONLY ONE)

☐ CITY OF: \_\_\_\_\_☐ COUNTY OF: \_\_\_\_\_

### FILING AS (CHOOSE ONLY ONE)

☐ INDIVIDUAL☐ PARTNERSHIP☐ LP/LLP☐ LLC☐ CORPORATION☐ LTD PARTNERSHIP☐ ORGANIZATION☐ OTHER \_\_\_\_\_☐ TRANSFER OWNERSHIP☐ ASSIGNMENT LETTER ATTACHED

FORMERLY HELD BY: \_\_\_\_\_

### TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

#### RETAIL LIQUOR LICENSE

☐ ON-PREMISE ONLY  
(BAR)☐ OFF-PREMISE ONLY  
(PACKAGE STORE)☐ COMBINATION  
ON/OFF PREMISE  
(BOTH BAR & PACKAGE STORE)☒ RESTAURANT LIQUOR LICENSE☐ RESORT LIQUOR LICENSE☐ BAR AND GRILL

#### LIMITED RETAIL (CLUB)

☐ VETERANS CLUB☐ FRATERNAL CLUB☐ GOLF CLUB☐ SOCIAL CLUB☐ MICROBREWERY☐ WINERY☐ DISTILLERY SATELLITE☐ WINERY SATELLITE☐ COUNTY RETAIL/SPECIAL  
MALT BEVERAGE PERMIT

### SPECIAL DESIGNATIONS

☐ CONVENTION FACILITY☐ CIVIC CENTER/EVENT CENTER/ PUBLIC AUDITORIUM☐ GOLF CLUB☐ GUEST RANCH☐ RESORTTo Assist the Liquor Division with scheduling inspections: **OPERATIONAL STATUS**☒ FULL TIME (e.g. Jan through Dec)

(specify months of operation)

from JAN

to DEC

☐ SEASONAL/PART-TIME

DAYS OF WEEK (e.g. Mon through Sat)

from DAILY

to

☐ NON-OPERATIONAL/PARKED

HOURS OF OPERATION (e.g. 10a - 2a)

from NOON

to 11:30 PM

ALL APPLICANTS MUST COMPLETE QUESTIONS 1- 4

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

- (a) OWN the licensed building? ☐ YES (own)
- (b) LEASE the licensed building? (Lease must be through the term of the liquor license) ☒ YES (lease)

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

- (i) When the lease expires, located on page        /        paragraph 6 of lease.
- (ii) Where the Sales provision for alcoholic or malt beverages is located, on page 7 paragraph 2 of lease.  
(MUST contain a provision for SALE OF ALCOHOLIC or MALT BEVERAGES.)

2. To operate your liquor business, have you assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license and the licensed building? W.S. 12-4-601(b)

☐ YES ☒ NO

3. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403

- (a) Hold any interest in the license applied for? ☐ YES ☒ NO
- (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business? ☐ YES ☒ NO
- (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO
- (d) If you answered YES to any of the above, explain fully and submit any documents in connection there within:

4. Does the applicant have any interest or intent to acquire an interest in any other liquor license issued by this licensing authority? W.S. 12-4-103(b)

☒ YES ☐ NO

If "YES", explain: SECOND LOCATION: 5020 E 2ND, CONSIDER WAY

5. BAR AND GRILL LICENSE OR RESTAURANT LICENSE:

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

☒ YES ☐ NO

6. RESORT LICENSE:

N/A Does the resort complex:

- (a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO
- (b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO
- (c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO
- (d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO
- (e) Are you contracting/leasing the food and beverage services? W.S. 12-4-403(b)
1. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☐ NO

7. MICROBREWERY LICENSE:

N/A Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii)

☐ YES ☐ NO

- (a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT
- ☐ BAR AND GRILL ☐ WINERY

- (b) Do you self distribute your products? W.S. 12-2-201(a) ☐ YES ☐ NO  
(Requires wholesale malt beverage license with the Liquor Division)

8. WINERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii)

☐ YES ☐ NO

- N/A (a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT
- ☐ BAR AND GRILL ☐ MICROBREWERY

9. LIMITED RETAIL (CLUB) LICENSE:

FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

- N/A (a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☐ NO
- (b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☐ NO

10. LIMITED RETAIL (CLUB) LICENSE:

VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):

- N/A (a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☐ NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☐ NO

11. LIMITED RETAIL (CLUB) LICENSE:

GOLF CLUBS W.S. 12-1-101(a)(iii)(D)/W.S. 12-4-301(e):

- N/A (a) Do you have more than fifty (50) bona fide members? ☐ YES ☐ NO
- (b) Do you own, maintain, or operate a bona fide golf course together with clubhouse? ☐ YES ☐ NO
- (c) Are you a political subdivision of the state that owns, maintains, or operates a golf course? ☐ YES ☐ NO
1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g) ☐ YES ☐ NO
2. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☐ NO

12. LIMITED RETAIL (CLUB) LICENSE:

SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E)/W.S. 12-4-301(b):

- N/A (a) Do you have more than one hundred (100) bona fide members who are residents of the county in which the club is located? ☐ YES ☐ NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? ☐ YES ☐ NO
- (c) Is the club qualified as a tax exempt organization under the Internal Revenue Service? ☐ YES ☐ NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? ☐ YES ☐ NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as Recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? ☐ YES ☐ NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? ☐ YES ☐ NO
- (g) Have you filed a true copy of your bylaws with this application? ☐ YES ☐ NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition Attached) ☐ YES ☐ NO

13. If applicant is filing as an Individual, Partnership or Club: W.S. 12-4-102(a)(ii) & (iii)

Each individual, partner or club officer must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip  <i>DO NOT LIST PO BOXES</i>	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

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



14. If the applicant is a Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership: W.S. 12-4-102(a)(iv) & (v)

Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation, limited liability company, limited liability partnership, or limited partnership, and every officer, and every director must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip  <b>DO NOT LIST PO BOXES</b>	Residence Phone Number	No. of Years in Corp or LLC	% of Corpora te Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
RAND A PRUDE						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
CRAIG A HOSEY						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

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

REQUIRED ATTACHMENTS:

- ☐ A statement indicating the financial condition and financial stability of the applicant W.S. 12-4-102(a)(vi).
- ☐ Attach any lease agreements (especially for resort/political subdivisions leasing out food & beverage services) W.S. 12-4-103 (a)(iii)/W.S. 12-4-403(b)/W.S. 12-4-301(e).
- ☐ If transferring a license from one ownership to another, a form of assignment from the current licensee to the new applicant authorizing the transfer W.S. 12-4-601(b).

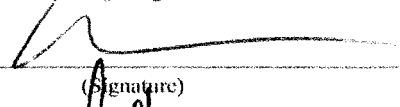
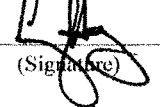
OATH OR VERIFICATION

(Requires signatures by **ALL** Individuals, **ALL** Partners, **ONE (1)** LLC Member, or **TWO (2)** Corporate Officers or Directors except that if all the stock of the corporation is owned by **ONE (1)** individual then that individual may sign and verify the application upon his oath, or **TWO (2)** Club Officers.) W.S. 12-4-102(b)

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

STATE OF WYOMING )  
 ) SS.  
COUNTY OF NATRONA )

Signed and sworn to before me on this 22ND day of OCTOBER, 20   that the facts alleged in the foregoing instrument are true by the following:

1)	 (Signature)	RAND A PRUDE (Printed Name)	PRES Title
2)	 (Signature)	CRAIG A HOSEY (Printed Name)	V-P / SECY Title
3)	 (Signature)	 (Printed Name)	 Title
4)	 (Signature)	 (Printed Name)	 Title
5)	 (Signature)	 (Printed Name)	 Title
6)	 (Signature)	 (Printed Name)	 Title



Witness my hand and official seal:

  
Signature of Notary Public

My commission expires: April 10, 2023

AFFIDAVIT OF WEBSITE PUBLICATION

State of Wyoming)

County of Natrona)

I, the undersigned, being in the employ of the City of Casper and responsible for the publishing and posting of notices for the Casper City Council's public hearings concerning liquor licensing, and knowing the facts herein set forth do solemnly swear that:

- Notice of the public hearing set forth below was posted continually on the City of Casper website in accordance with W.S. 12-4-104. The said posting commenced on 11/17/2021 and ended on 12/08/2021 and
- Attached is image of the Notice as actually posted on the City of Casper website (www.caserwy.gov) for the entire period referenced above.

By: Carla Milb Laatsen

Date: 11/10/2021

Title: Licensing Specialist

Scribed in my presence and sworn before me on this

10<sup>th</sup> day of November, 2021



Christa K. Wiggs

Provide to City of Casper Central Records

## NEW RESTAURANT LIQUOR LICENSE

An application for a new Restaurant Liquor License No. 46 Movie Palace, Inc. d/b/a Studio City Mesa Cinemas, located at 3150 Talon has been received in this office. Public Hearing on said application will be held on December 7, 2021, at 6:00 p.m. in the City Council Chambers at 200 North David, Casper, Wyoming.



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Fleur Tremel  
City Clerk

Publish: November 17 & 21, 2021

December 7, 2021

MEMO TO: J. Carter Napier, City Manager *JCN*  
FROM: Liz Becher, Community Development Director *LB*  
SUBJECT: Authorizing the Mayor to sign the FY21 Casper Historic Preservation Commission Annual Report.

Meeting Type & Date:

Regular Council Meeting, December 7, 2021.

Action Type:

Resolution.

Recommendation:

That Council, by resolution, authorize the Mayor to sign the FY21 Casper Historic Preservation Commission Annual Report.

Summary:

The Wyoming State Historic Preservation Office, in conjunction with the National Park Service, requires that all Certified Local Governments meet several annual requirements. The City of Casper, through the Casper Historic Preservation Commission, is the Certified Local Government (CLG) for this community. These annual requirements consist of public meetings, evaluation requirements, training requirements, and an annual report. The annual report communicates evaluation criteria including compliance with Wyoming State Statutes and accomplishments of the Commission. The annual report also includes a complete list of Commission members, meeting minutes, and a written narrative.

A resolution authorizing the Mayor to sign the Annual Report has been prepared for Council's consideration.

Financial Considerations

Not applicable

Oversight/Project Responsibility:

Community Development Department – Planning Division

Attachments:

Resolution

CLG Annual Report

## ANNUAL REPORT FORM

**Due Date:** DECEMBER 31

**Report Inclusion Dates:** OCTOBER 1 through SEPTEMBER 30 (federal fiscal year)

**Format:** Please use the forms on the following pages to submit annual reports.

Please provide the following information with your Annual Report:

1. Signature page with signatures of all **NEWLY APPOINTED** commission members See signature page from Erich Frankland
2. Historic Preservation Commission Member Profile for all **NEWLY APPOINTED** commission members if not previously sent to SHPO. See attached letter from Erich Frankland
3. An updated list of all staff support and commission members, indicating official titles or positions and current contact information See Attached HPC Directory
4. A certified copy of the Certified Local Government's annual budget audit report or an explanation for why it is not being provided. Sent Via Email on 11/2/21
5. Copies of meeting minutes if not previously sent to SHPO. Sent Via Email on 11/2/21
6. Documentation of training is not previously sent to SHPO. See attached Training Log

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I verify that the information given in the annual report and evaluation documentation is true and accurate to the best of my knowledge.

Craig Collins, AICP - City Planner

11/2/21

Preparer's Name & Title

Date

Signature

CLG Chair Signature

Date

Chief Elected Local Official Signature

Date

## CLG ANNUAL REPORT & EVALUATION DOCUMENTATION

### 1. MEETINGS

- Meetings are held in accordance with by-laws. ☒ Yes ☐ No
- At least 6 meetings were held during the federal fiscal year. ☒ Yes ☐ No
- Copies of minutes for all meetings are attached or were previously sent to SHPO. ☒ Yes ☐ No

### 2. MEMBERS

- New members were appointed to the commission during the fiscal year. ☒ Yes ☐ No
- Newly appointed members met federal standards. ☒ Yes ☐ No ☐ N/A
- Copies of resumes for newly appointed members are attached. ☒ Yes ☐ No ☐ N/A

### 3. TRAINING

- Did CLG commission members receive training during the federal fiscal year? ☒ Yes ☐ No
- Is documentation of training attached? ☒ Yes ☐ No ☐ N/A

### 4. FUNDING

- Has the CLG received NPS CLG grant funding during the federal fiscal year? ☒ Yes ☐ No
- If yes, were all programmatic and procedural requirements for the grant project followed? ☒ Yes ☐ No
- Has the CLG commission received funding from other sources? ☐ Yes ☒ No

### 5. NATIONAL REGISTER NOMINATIONS & PUBLIC COMMENT

- Did the CLG commission support or pursue listing properties in the National Register of Historic Places? ☐ Yes ☒ No
- Did CLG commission review and comment on nominations to the National Register of Historic Places? ☐ Yes ☒ No
- Did the commission provide a reasonable opportunity for public comment on National Register nominations to their local constituency, including those instances when the CLG is the nominating party for properties within the jurisdiction of the local government? ☐ Yes ☐ No ☒ N/A
- Did the CLG commission implement appropriate procedures for public comment and forward public comments to SHPO for properties within its jurisdiction being nominated to the ☐ Yes ☐ No ☒ N/A

National Register?

- Did the chief elected official of the CLG transmit the report of the local commission regarding National Register nominations for property within the jurisdiction of the certified local government along with his/her recommendation directly to the SHPO? ☐ Yes ☐ No ☒ N/A
- Are copies of the appropriate notification letters, public notices, minutes or other documentation attached? ☐ Yes ☐ No ☒ N/A

6. PROGRAM SUPPORT FROM LOCAL GOVERNMENT

- Does the local government provide the commission with at least a minimum of part time, paid staff assistance? ☒ Yes ☐ No
- Has the local government provided the commission any of the following? (check all that apply) ☒ Yes ☐ No
  - ☒ operational funding ☒ support or assistance
  - ☒ use of their equipment, such as:
    - ☒ copiers
    - ☒ computers
    - ☒ office and meeting space
    - ☒ supplies, including paper, envelopes, and postage

7. CULTURAL RESOURCES INVENTORY

- During the Fiscal Year being reported, has the CLG commission conducted or supported additional surveys of cultural resources located within the jurisdiction of the CLG? ☒ Yes ☐ No
- During the Fiscal Year being reported, has the CLG commission gathered information on cultural resources within the jurisdiction of the CLG and advised government officials on historic preservation issues? ☒ Yes ☐ No
- Does the CLG commission maintain an organized compilation of information on properties that have been surveyed and evaluated within the jurisdiction of the certified local government? ☒ Yes ☐ No
- Has the local government provided a place to house the local inventory? ☒ Yes ☐ No ☐ N/A

8. PRESERVATION PLANNING

- Did the CLG or its commission take steps to protect properties significant to local residents through local designation? ☐ Yes ☒ No
- Did the CLG or its commission take any steps intended to protect resources identified in a survey? ☐ Yes ☒ No

- Did the CLG or its commission take any steps to incorporate historic preservation concepts into local planning initiatives? ☒ Yes ☐ No
- Did the CLG or its commission publicly recognize the significance of properties to attract tourists and other visitors interested in history and preservation? ☒ Yes ☐ No
- Has the CLG or its commission taken steps toward enacting any local ordinances or resolutions that enhance preservation within the jurisdiction of the local government? ☐ Yes ☒ No
- Has the CLG enforced appropriate local legislation for the designation and protection of historic properties? ☐ Yes ☒ No

## 9. HISTORIC PRESERVATION PROMOTION

- Has the CLG commission served as a liaison with community residents to gain recognition for historic properties? ☒ Yes ☐ No
- Has the CLG commission provided opportunities for the CLG to pursue a formal role in historic preservation? ☒ Yes ☐ No
- Has the CLG commission informed people about the benefits of historic preservation, the commission, and its work? ☒ Yes ☐ No
- Has the CLG commission demonstrated a commitment to and an appreciation of local cultural resources by:  
(Check all that apply)
  - ☒ becoming more visible in the community
  - ☒ dispelling myths about preservation
  - ☒ promoting historic preservation activities
  - ☒ establishing the credibility and trustworthiness of the commission
  - ☒ protection of cultural resources
  - ☒ garnering support and/or enthusiasm for historic preservation
  - ☒ improvements in local appearance, the economic climate, or stimulating tourism
- Can the CLG commission demonstrate pursuit of sound preservation goals to make preservation an integral part of development and planning process that fits the needs, interests, and goals of local residents? ☒ Yes ☐ No
- Did the CLG commission sponsor or provide educational opportunities such as:
  - ☒ workshops for its own commission members
  - ☐ writing a regular preservation column for its local newspaper
  - ☒ any of a variety of activities to promote and support historic preservation



Attach more sheets if necessary.

Please reference attachments additional sheet.

CASPER HISTORIC PRESERVATION COMMISSION  
MEMBERS AS OF JANUARY 4, 2021

CHAIRMAN:	Jeff Bond 2150 West 40 <sup>th</sup> Casper, Wy 82604	Phone: 234-3601 <a href="mailto:jeff@heinbond.com">jeff@heinbond.com</a>
VICE CHAIRMAN:	Maureen M. Lee P.O. Box 50203 Casper, WY 82605	Phone: 928-210-6022 <a href="mailto:western.ny.blonde@gmail.com">western.ny.blonde@gmail.com</a>
	Connie Hall Box 598 Mills, WY 82644	Cell: 267-2790 <a href="mailto:renegade6224@gmail.com">renegade6224@gmail.com</a>
	Robin Broumley 1631 Blue Spruce Dr. Casper, WY 82609	Phone: 473-9087; cell 259-4174 <a href="mailto:robinbroumley@gmail.com">robinbroumley@gmail.com</a>
	Paul Yurkiewicz 1042 N. Grant St Casper, WY 82601	Phone: 646-896-4209 <a href="mailto:Paulno2@hotmail.com">Paulno2@hotmail.com</a>
	Frank “Pinky” Ellis 3050 Pratt Blvd. Casper, WY 82609	Phone: 234-6366 <a href="mailto:jnellis1010@gmail.com">jnellis1010@gmail.com</a>
	Anthony Jacobsen 444 S. Center St Casper, WY 82601	Phone: 265-3611; cell 2585661 <a href="mailto:ajacobsen@stateline7.com">ajacobsen@stateline7.com</a>
	Ann Berg 938 W. 19 <sup>th</sup> St. Casper, WY 82601	Phone: 265-2873; cell 258-4268 <a href="mailto:annberg89@gmail.com">annberg89@gmail.com</a>
	Carolyn Buff	Phone: 307-234-5424 <a href="mailto:jcbuff@bresnan.net">jcbuff@bresnan.net</a>
	John Lang 1605 S. Walnut St Casper, Wyoming 82601	Phone: 917-235-7452 <a href="mailto:johnlangsr@aol.com">johnlangsr@aol.com</a>
	Erich Frankland	Phone: 307-265-8213 <a href="mailto:efrankland@caspercollege.edu">efrankland@caspercollege.edu</a>
COORDINATOR:	Craig Collins 200 N David Casper, WY 82601	Work: 235-8241 Fax: 235-8362 <a href="mailto:ccollins@casperwy.gov">ccollins@casperwy.gov</a>

## HPC Training Log

9/8/21 – SHPO Lunch and Learn – Cultural Trust Fund Grants

Anthony

Craig

Carolyn

Jeff

Robin

John

Connie

Maureen

9/22/21 – SHPO Lunch and Learn – Grant Writing 101

Anthony

November 7, 2020

NOV 10 2020

Community Development Director  
Re: Historic Preservation Commission Opening  
200 N. David St., Suite 205  
Casper, WY 82601

Dear Director and Historic Preservation Commission Selection Committee,

I am very interested in applying to be a member of the Historic Preservation Commission that helps oversee Casper's great historic assets. I previously served for several years on the Casper Planning and Zoning Commission and am familiar with the pressures Casper faces to preserve its heritage and continue to grow and develop. Casper has a wealth of locales, buildings, and vistas that reflect its varied and interesting history. In addition, I have a professional interest in history serving as the chair of the Department of Political Science, History & International Studies at Casper College as well as teaching history courses for the college and the University of Wyoming. I have decades of experience in dealing with elected officials, government staff, the media, and other key actors that would also be of benefit if I was selected to serve on this Commission. I also have a personal interest in history (Wyoming, U.S., Native American, etc.) and am a member of several organization supporting the recognition and preservation of history including the Archaeological Conservancy. Furthermore, I live in one of Casper's great historic homes, which was constructed in 1912, and enjoy regaling guests of the home's interesting past. I believe that my professional background and experiences combined with my personal interest and enthusiasm make me a favorable candidate for the Historic Preservation Commission.

If you have any questions about my interest in serving on the Historic Preservation Commission, please do not hesitate to contact me at 307-265-8213 or [erichfrankland@yahoo.com](mailto:erichfrankland@yahoo.com).

Sincerely yours,



Erich Frankland  
1236 S. Elm St.  
Casper, WY 82601

**NEWLY APPOINTED COMMISSION MEMBER  
SIGNATURE PAGE**

We, the undersigned members of the Casper Historic Preservation Commission in Casper, Wyoming, have read and are familiar with both the ordinance and bylaws of our commission.

SIGNED:



\_\_\_\_\_  
Name

11-2-21

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

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Date

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Date

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Name

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Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date



# City of Casper, Wyoming

## **FINANCIAL AND COMPLIANCE REPORT**

**FISCAL YEAR ENDED JUNE 30, 2020**



RESOLUTION NO.21-168

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE  
CASPER HISTORIC PRESERVATION COMMISSION  
ANNUAL REPORT

WHEREAS, the Wyoming State Historic Preservation Office requires all Historic Preservation Commissions and their Certified Local Governments to submit an annual report; and,

WHEREAS, the Wyoming State Historic Preservation Office requires that the Mayor of a Historic Preservation Commission's Certified Local Government sign the annual report before December 31<sup>st</sup> every year; and,

WHEREAS, the required annual report communicates the accomplishments, the makeup/membership, training completed, meeting minutes, resources, and public outreach of the Casper Historic Preservation Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized, and directed to sign the Certified Local Government Annual Report for Fiscal Year 2021.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_, 2021.

APPROVED AS TO FORM:




ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

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

\_\_\_\_\_  
Steven K. Freel  
Mayor

November 5, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Thomas Solberg, Fire Chief   
Jason Speiser, Deputy Fire Chief

SUBJECT: Authorizing an agreement with Emergency Medical Physicians P.C. in the amount of \$10,800 annually for four (4) years to provide Medical Direction to the City of Casper Fire-EMS Department.

**Meeting Type & Date**  
Regular Council Meeting  
December 7, 2021

**Action type**  
Resolution

**Recommendation**  
That Council, by resolution, authorize an agreement with Emergency Medical Physicians P.C., in the amount of \$10,800 annually for four (4) years to provide Medical Direction to the City of Casper Fire-EMS Department.

**Summary**  
The Casper Fire-EMS Department's ability to provide emergency medical services is governed by the following Wyoming Statute that requires a medical director to oversee the local trauma system.

Wyoming Statute 35-1-802. Designation of trauma areas; trauma system hospitals.  
(a) The department of health shall designate within the state trauma areas consistent with local resources, geography and current patient referral patterns.  
(b) Each trauma area shall have:  
(i) Medical control for all field care and transportation consistent with geographic and current communications capability;  
(ii) Specified triage protocols;  
(iii) Hospitals categorized according to existing standards of the department.

**Financial Considerations**  
None.

**Oversight/Project Responsibility**  
Deputy Chief Jason Speiser

**Attachments**  
Resolution  
Agreement



**MEDICAL DIRECTOR  
PHYSICIAN SERVICES AGREEMENT**

This Professional Services Agreement ("Agreement") is made and entered into on this \_\_\_ day of \_\_\_\_\_, 2021 ("Effective Date") by and between the City of Casper, Wyoming ("City"), a Wyoming municipal corporation, having a principal address at 200 N. David St., Casper Wyoming 82601, and Emergency Medical Physicians P.C. ("EMP") having an address at P.O. Box 50770, Casper, Wyoming 82605.

**RECITALS**

**WHEREAS**, City provides emergency medical services through its Fire-EMS Department within the City of Casper, Wyoming, Natrona County, Wyoming, and other locations where mutual assistance type agreements between governmental entities exist (the "Service Location"); and

**WHEREAS**, City has determined that it is in the interest of City and its patients that certain professional medical services of physicians be available to City and its patients and to partner with EMP for the provision of those services; and

**WHEREAS**, EMP provides professional medical services and desires to work with the City for the provision of such services; and

**WHEREAS**, City desires to engage EMP to provide specialty professional medical and management services as described in this Agreement and EMP desires to provide such services to City in order to forward their mutual goals.

**IN CONSIDERATION** of the above recitals and the mutual covenants contained in this Agreement, the Parties agree as follows:

1. **SERVICES.** In accordance with all the terms and conditions of this Agreement, City hereby engages EMP to provide emergency medical services (EMS) medical direction as set forth in the attached Exhibit A. ("Service") Such Exhibits are attached hereto and incorporated into this Agreement by reference.
2. **QUALIFICATIONS.** As a condition to participating under this Agreement, each EMP Provider must, at all times during the term of this Agreement, possess the following qualifications:
  - a. Licenses. EMP Providers shall have and maintain an unlimited, unrestricted license to practice medicine or other allied health profession, as applicable, in the state(s) in which Provider provides Services. EMP Providers shall have and maintain an unlimited, unrestricted authority to prescribe medications, including registration with the United States Drug Enforcement Administration ("DEA") to prescribe controlled substances. If a Provider's license to practice medicine or DEA registration shall for any reason be suspended, revoked, or limited in any

way, EMP shall immediately notify City, and designate a Substitute Doctor as defined below.

- b. Board Certification. If applicable, EMP Providers shall be and shall remain board eligible or board certified in the medical specialty applicable to the provision of Services throughout the Term of this Agreement.
- c. Discipline or Corrective Action. EMP warrants that EMP Providers are not currently subject to the imposition of any type of disciplinary or corrective action taken by any medical licensing or certification authority, or any reprimand or monetary fine or penalty imposed by any medical licensing or certification authority relating to the rendering of Services by such Providers.
- d. Authorization to Work. EMP Providers shall have and maintain appropriate authorization to work and practice medicine in the United States.
- e. Program Default. EMP represents and warrants to City that EMP Providers providing Services are not now in default under, and, upon execution and performance of this Agreement shall not be in default under, the National Health Service Corps Scholarship Program, the Physician Shortage Area Scholarship Program, the Health Education Assistance Loan Program or any other program that would permit off-set of delinquent or defaulted obligations against payments due City under the Medicare program now or during the Term of this Agreement. EMP further certifies that, to the best of EMP's knowledge and belief, no EMP physicians are now subject to an off-set or repayment obligation under the Medicare, Medicaid, or other third-party payor program, based on past billing, ordering or documentation practices.

### **3. COMPENSATION.**

- a. City shall compensate EMP in accordance with Exhibit B for Services performed under this Agreement. EMP will provide City a monthly invoice, Exhibit B-1, in conjunction with the Medical Director Official Time Record, set forth in Exhibit B-2 during the term of this Agreement. The Report shall contain documentation of the Services furnished to City and the time expended by EMP Providers in the performance of those Services. The report must contain all the information requested by City in order to comply with the applicable federal and state laws, regulations, and rules, and EMP Providers compensation allocation requirements under the Medicare and Medicaid programs. City shall pay all undisputed invoices in accordance with Wyoming Statute § 16-6-602.
- b. Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from EMP for services rendered in conformance with the Agreement, and following approval by

the Casper City Council. The invoice for payment must specify the correct amount due; that EMP has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Agreement.

- c. If amounts owed by the Consultant to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Consultant pursuant to this Contract.

**4. STATUS OF PARTIES. Independent Contractors.** The Parties understand and agree that EMP and its officers, directors, agents, or employees (including providers) are engaged by this Agreement strictly as independent contractors by the City and that nothing in this Agreement is intended or shall be construed to create an employer-employee relationship or joint venture relationship between EMP and City or City and EMP Providers, or to allow City to exercise control or direction over the manner or method by which EMP or its Providers perform the Services pursuant to this Agreement.

- a. Tax Withholding. EMP understands and agrees that City will not withhold on behalf of EMP or its providers, employees or subcontractors pursuant to this Agreement any sums for income tax, unemployment insurance, social security or any other withholding pursuant to any law or requirement of any governmental body relating to EMP or make available to EMP or its providers, employees or subcontractors any of the benefits afforded to employees of City.
- b. Wage Taxes. EMP will be solely responsible for the payment to or on behalf of providers, employees or subcontractors for all distributions, wages, salaries, required taxes and withholdings.
- c. Expenses. All expenses incurred by EMP in performing under this Agreement, including, but not limited to, supplies, materials, equipment, salaries, benefits, insurance, subcontractors (if permitted by City), and clerical services shall be EMP's obligation. City shall have no responsibility to pay or reimburse EMP for any such expenses, City's sole financial obligation being to pay the compensation as set forth herein.
- d. Employee Oversight and Discipline. Administrative direction, performance evaluations, discipline, and salary/compensation determinations for providers and employees will be the sole responsibility of EMP. EMP will consult with City and in good faith will attempt to reach consensus on direction and evaluations for EMP Providers who would provide Services contemplated by this Agreement.

- i. EMP and its employees shall not participate in any Discipline of City's employees.

**5. EXCLUSIVITY.** It is understood that City agrees to use EMP's services on an exclusive basis for the term of this agreement. EMP may contract to perform services for other entities while under contract with City during the term of this Agreement.

**6. INDEMNIFICATION.**

- a. EMP shall indemnify City against any and all claims, actions, damages, loss and/or liabilities (including but not limited to attorney's fees and court costs) based upon or arising out of EMP Provider's performance or failure to perform hereunder or any other breach of this Agreement, including but not limited to: (a) damage or injury, including death, to persons or property caused by or sustained directly from EMP Provider's performance of this Agreement or by conditions created thereby; (b) EMP Provider's violation of any statute, ordinance or regulation, (c) any claim that any intellectual property used or created by EMP Provider under this Agreement infringes upon the intellectual property rights of any third party; and (d) payment of all federal, state and local taxes or contributions imposed or required under unemployment insurance, social security and income tax laws, with respect to EMP's employees, agents and representatives engaged in the performance of this Agreement.

**7. City OPERATIONS.** City shall at all times exercise ultimate control over City's assets and operations and determine all policies and issues regarding the operation of City. City shall notify EMP of any determinations of City that may materially affect the Services performed by EMP Providers. City shall be solely responsible for its compliance with applicable licensure, accreditation, quality assurance program, and regulatory survey standards and requirements. City's Fire Chief or designee shall collaborate with the EMP's respective Department Chair to resolve any staff interaction/engagement issues that involve EMP Providers and City staff.

**8. EMP OPERATIONS.** EMP shall at all times exercise ultimate control over EMP's assets and operations and determine all policies and issues regarding the operation of EMP. EMP shall notify City of any determinations of EMP that may materially affect the performance of Services. EMP shall be solely responsible for its compliance with applicable licensure, accreditation, quality assurance program, and regulatory survey standards and requirements. The Chair of each Department shall exercise supervision over all Departmental EMP Providers performing Services under this Agreement.

## **9. MEDICAL RECORDS AND CONFIDENTIALITY.**

- a. Patient Information. All patient information shall be regarded by both Parties as confidential and both Parties shall comply with all federal and state laws and regulations pertaining to confidentiality of health information. In particular, but not to the exclusion of other applicable laws, the Parties acknowledge and agree that the Parties to this Agreement shall be subject to the Health Insurance Portability and Accountability Act of 1996 as amended and regulations promulgated thereunder (collectively, "HIPAA"), and each Party agrees to fully comply with HIPAA in the performance of its obligations under this Agreement.
- b. Medical Records. City shall be solely responsible for the proper keeping and maintenance of patients' records and all patient records, films, charts and other data shall be and remain the property of City and the EMP shall have all reasonable access necessary to provide Services, to fulfill all obligations hereunder, and to reasonably conduct business and comply with applicable law.
- c. Confidential Information. The Parties hereunder acknowledge that they may receive confidential and proprietary business information from the other Party. To the extent permitted by law, and subject to the Wyoming Public Records Act, W.S. § 16-4-201 *et seq.*, each Party shall, and shall direct providers and employees to, at all times, maintain in strict confidence all patient, medical, confidential, proprietary business or financial information disclosed to the other Party pursuant to performance of this Agreement ("Confidential Information"). Neither Party nor its employees or providers may disclose to any third party or use for itself any such Confidential Information, except where disclosure is required by law or court order. Notwithstanding the foregoing, subject to applicable laws, the Parties shall provide access to Confidential Information for each other and their employees and providers as necessary or appropriate for providing Services and in connection with any claim, lawsuit or other legal proceeding, or for other legitimate purposes. The term "Confidential Information" shall not apply to any information that: (a) is in the public domain through no fault of either Party, (b) was in the possession of that Party before receipt from the other Party, (c) was developed independently by either Party without access to the Confidential Information, or (d) is required to be disclosed pursuant to applicable law or court order from a court of competent jurisdiction.

**10. GOVERNMENT EXAMINATION OF RECORDS.** The Parties agree that they will retain and make available upon request for a period of four (4) years after the furnishing of such services this Agreement and any, books, documents and records which are necessary to certify the nature and extent of the costs thereof when requested by the Secretary of Health and Human Services or the Comptroller General or any of their duly authorized representatives, for services furnished under this Agreement for which payment is made under Medicare, Medicaid or other reimbursement programs. This provision relating to the

retention and production of documents is included because of possible application of Section 1861(v)(1)(I) of the Social Security Act to this Agreement; if this Section should be found to be inapplicable then this clause shall be deemed to be inoperative and without force and effect.

- 11. USE OF EMP NAME.** City agrees it will not use the intellectual property, including, but not limited to, EMP trademarks in any manner, including commercial advertising or as a business reference, without the express prior written consent of the EMP.
- 12. USE OF CITY NAME.** EMP agrees it will not use the name or intellectual property, including, but not limited to, City trademarks in any manner, including commercial advertising or as a business reference, without the express prior written consent of City.
- 13. SECURITY PROCEDURES.** EMP Providers shall comply with City's security procedures, including, but not limited to, accessing City buildings and facilities, and using City's information technology, computer network(s) and phone system(s), as applicable.
- 14. TERM AND TERMINATION.** The initial term ("Term") of this Agreement shall be from date of signature through July 31, 2022, subject to earlier termination, as set forth below. This agreement will automatically renew for successive 1-year terms if the agreement is not terminated as set forth below. This agreement will not auto-renew past 3 years, July 31, 2025. Any changes to this agreement shall be accepted by all parties prior to expiration of the current term via written and signed amendment to this agreement. Notwithstanding the stated term and renewals thereof, this Agreement may be terminated as follows:
  - a. Without Cause. Either Party may terminate this entire Agreement between the parties without cause upon at least ninety (90) days' advance written notice.
  - b. For Cause. By either Party upon thirty (30) days written notice, in the event of a material breach of this Agreement or default by the other Party which remains uncured at the end of such notice period. Breach of this Agreement shall include, but is not limited to: (i) failure to fulfill an obligation set forth in this Agreement; (ii) failure of a Provider to meet the qualifications set forth in this Agreement; (iii) failure of City to reimburse EMP in accordance with W.S. §16-6-602 for any services provided under the Agreement; (iv) City's termination or draw down on any services provided by EMP under this Agreement; and (v) elimination of any support services necessary for EMP to provide high quality medical or management services.
  - c. Mutual Agreement. Upon the mutual written agreement of the Parties.

- d. Default. By either Party immediately upon the occurrence of any of the following events with regard to the other Party: (i) the making of general assignment for the benefit of creditors; (ii) the filing of a voluntary petition of the commencement of any proceeding by either Party for any relief under any bankruptcy or insolvency laws, or any laws relating to the relief of debtors, readjustment or indebtedness, reorganization, composition or extension; (iii) the filing of any involuntary petition or the commencement of any proceeding by any law relating to the relief of debtors, readjustment or indebtedness, reorganization, composition or extension, which such petition or proceeding is not dismissed within ninety (90) days of the date on which it is filed or commenced; or (iv) suspension of the usual business of either Party for a period in excess of thirty (30) days.
- e. Regulatory Changes. By either Party following reasonable (determined with regard to minimizing or eliminating the risk) written notice to the other Party based upon a good faith determination that existing or changed law applied to this Agreement creates an unreasonable risk of sanction, prosecution, or assessment to the Party giving notice. The Parties acknowledge that this Agreement is being entered into at a time of significant change in state and federal law regarding the delivery and financing of health services. The Parties agree to negotiate in good faith to modify this Agreement in the event of regulatory changes prior to termination of this Agreement, unless termination is necessary to prevent imminent adverse legal consequences, in which case the Parties will negotiate in good faith to re-establish the Agreement in a manner that complies with applicable law.
- f. Notice of Non-Renewal. If EMP or City does not intend to renew this Agreement, then that Party must provide the other written notice of such intent one hundred and eighty (180) days prior to the expiration of the then-current term. Upon receipt of such notice, the Parties agree to meet formally to agree upon a mutually beneficial exit strategy that includes: i) an agreement regarding all external communications involving the non-renewal; and ii) a plan to address potential retention and employment arrangements for the then current EMP Providers providing Services under this Agreement.

## 15. LIABILITY AND INSURANCE.

- a. EMP Liability. EMP agrees to be responsible for any and all claims and liability for injury to persons or property directly arising out of or caused by the negligent acts or omissions of EMP, its employees or agents in the performance of its duties and obligations under this Agreement, to the extent permitted by Wyoming Law.
- b. City Liability. City agrees for itself and on behalf of its directors, officers, employees, and agents to be responsible for any and all claims and liability for injury to persons or property directly arising out of or caused by the negligence of

City, its employees, or agents in the performance of its duties and obligations under this Agreement, to the extent permitted by Wyoming Law.

- c. **Insurance.** EMP shall at all times during the term of this Agreement and any extensions thereof, obtain and maintain at its expense general and professional liability insurance at no less than the minimum levels required by Wyoming Law. Insurance coverage will be maintained by EMP for itself and its employees and agents for all claims of professional and/or general liability made during the term of this Agreement or thereafter arising from a party's or its employees' or agents' performance under this Agreement, including "tail" liability coverage if applicable. EMP will provide certificates of insurance upon request. Policies shall insure against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work performed by the EMP.

- i. **Minimum Scope of Insurance.** Coverage shall be at least as broad as:

- a) **Professional Medical Liability (Errors and Omissions) Insurance (PML)** coverage of the EMP Provider, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence.

- ii. **Limit of Insurance.**

EMP agrees to provide workers' compensation insurance for its respective employees as required by law.

- iii. **Other Insurance Provisions.** The insurance policies are to contain, or be endorsed to contain, the following provisions:

- a) **Primary Coverage.** For any claims related to the work performed by the EMP Provider, EMP's insurance coverage shall be primary insurance with respect to City, its officers, elected and appointed officials, employees, agents, and volunteers. Any insurance or



self-insurance maintained by City, its officers, elected and appointed officials, employees, agents, or volunteers shall be excess of EMP's minimum required PML insurance and shall contribute once the minimum required PML has been met by EMP.

- b) Notice of Cancellation. EMP shall provide thirty (30) days written notice to City for any planned cancelation, material change, or reduction below minimum required PML limits.
- c) City shall provide thirty (30) days written notice to EMP for any planned cancelation, material change, or reduction below minimum required PML limits.
- d) Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions shall be declared to City.
- e) Acceptability of Insurers. Insurance shall be with an insurer with a current A.M. Best's rating of no less than A.

**iv. Claims Made Policies.** If any of the required policies provide coverage on a claims-made basis:

- a) The Start Date must be shown and shall be no later than the start date of the Agreement or the beginning of Agreement work, whichever comes later.
- b) Insurance must be maintained, and evidence of insurance must be provided for at least three (3) years after the final day of this Agreement term (the coverage period).
- c) Verification of Coverage. EMP shall furnish City with copies of the applicable policy language effecting coverage required by this clause within fourteen (14) days of the start date of the agreement or the beginning of agreement work, whichever comes later.

**v. City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time during the coverage period.**

- d. Claims. Each Party shall promptly notify the other of any claims in connection with any activity undertaken by either Party under this Agreement, and, subject to applicable laws, of any facts and circumstances known to each which relate to such claim or which might reasonably be deemed to give rise to a future claim

asserted against the Parties or any of their respective agents or employees in connection with such activities.

- 16. MEDICAL DIRECTOR OFFICIAL TIME RECORD.** EMP will submit documentation to City of the Services furnished and time expended by the EMP Provider in the performance of those Services within fifteen (15) days of the end of each month during the term of this Agreement. Documentation must contain all the information requested by City in order to comply with the applicable federal and state laws, regulations and rules, and Doctor compensation allocation requirements under the Medicare and Medicaid programs. Such documentation shall be submitted via the Medical Director Official Time Record ("Time Record") set forth in Exhibit B-2. City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of EMP which are directly pertinent to this agreement for the purpose of making audit, examination, excerpts, and transactions.
- 17. SUBSTITUTE DOCTOR.** EMP will notify City of any periods of time during which EMP Provider will be unavailable. EMP will engage an equally qualified substitute physician ("Substitute Doctor") to perform Services during such periods. Substitute Doctor shall act in accordance with all the terms and conditions of this Agreement. Except in an emergency, EMP will notify City not less than one (1) week in advance of EMP Providers absence and the identified Substitute Doctor. EMP is required to compensate Substitute Doctor, if necessary, based on a pro rate share of the month performed by the Substitute Doctor and in accordance with the other conditions of this Agreement.

## **18. MISCELLANEOUS.**

- a. Governing Law and Venue. This Agreement and the attached exhibits shall be construed, governed, and interpreted under the laws of the State of Wyoming. The venue shall be the Seventh Judicial District, Natrona County, Wyoming.
- b. Compliance.
- i. Compliance with Laws. Each of the Parties shall comply with all laws, rules, regulations, professional and licensure standards, and third-party payor standards adopted by the federal, state, and local government authorities applicable to the performance of this Agreement. The Parties expressly acknowledge that it has been and continues to be their intent to comply fully with all applicable federal, state, and local laws, rules, and regulations.
  - ii. No Referral Requirement. It is neither a purpose nor a requirement of this Agreement or any other agreement between the Parties to offer or receive any remuneration or benefit of any nature for the referral of, or to solicit, require, induce, or encourage the referral of any patient, item or business for which payment may be made or sought in whole or in part by Medicare, Medicaid, or any other federal or state reimbursement program.

This Agreement has been prepared to comply, to the extent possible, with all applicable safe harbor regulations under the federal Anti-Kickback Statute and to comply with the Stark Law prohibiting physician self-referrals and all rules and regulations thereunder. All compensation and payments provided hereunder are intended to represent fair market value for the Services provided and it is expressly acknowledged that no payment made or received under this Agreement is in return for the referral of patients or in return for the purchasing, leasing, ordering, arranging for, or recommending the purchasing, leasing, or ordering of any good, service, item, or product for which payment may be made or sought in whole or in part under Medicare, Medicaid, or any other federal or state reimbursement program. The foregoing provisions of this Section notwithstanding, nothing in this Agreement precludes the Parties from providing services to the other Party's patients.

- c. Independent Medical Judgment. EMP Providers shall use their best professional judgment in determining when, how, where, and whether to render treatment to individual patients. City shall neither exercise nor attempt to exercise any control over the professional judgment and decision-making of EMP Providers. EMP Providers are free to accept and treat patients according to their best judgment, or to transfer such patients for diagnosis or care to other practitioners or facilities in accordance with the patient's best interest.
- d. Eligibility for Government Payors. Each Party represents and warrants that it and its Providers are eligible to provide services to Medicare and Medicaid beneficiaries and provide services to Medicare and Medicaid beneficiaries without distinction. Neither Party will knowingly abstain taking any action that will adversely affect reimbursement payment to either Party or either Party's Medicare or Medicaid provider status.
- e. Compliance Programs. Each Party understands that each party has a compliance program in order to fulfill obligations under compliance with all federal and state laws. Each Party agrees to notify the Compliance Officer of the other party at any time it believes that such Party or its personnel are acting contrary to federal or state laws.
- f. Risk Management. Each Party operates risk management and malpractice prevention programs. Each Party shall comply with the risk management and malpractice prevention programs and cooperate in good faith with each other in such programs.
- g. Governmental Program Participation. Each Party represents and warrants that neither it nor any of its owners or employees (collectively its "Agents") are or have been excluded from participation, and are not otherwise ineligible to

participate, in a "Federal Health Care Program" as defined in 42 U.S.C. § 1320a-7b(f) or in any other government payment program. If either Party, its employees or agents should be excluded from participation, or becomes otherwise ineligible to participate in any such program during the term of this Agreement, the excluded Party shall immediately, and in no event later than three (3) days after occurrence, notify the other Party in writing of the event. Upon the occurrence of the event, whether or not such notice is given, the non-excluded Party may immediately terminate this Agreement without penalty upon written notice. In the event of such termination, the non-excluded Party shall receive an equitable refund of funds paid to the excluded Party.

- h. Assignment. Neither this Agreement nor any obligation to be performed under this Agreement may be assigned by either Party without the prior written consent of the other Party, which shall not be unreasonably withheld.
- i. Severability. If any term of this Agreement is to any extent illegal, otherwise invalid, or incapable of being enforced, such term shall be excluded to the extent of such invalidity or unenforceability; all other terms hereof shall remain in full force and effect; and, to the extent permitted and possible, the invalid or unenforceable term shall be deemed replaced by a term that is valid and enforceable and that comes closest to expressing the intention of such invalid or unenforceable term. If application of this Severability provision should materially and adversely affect the economic substance of the transactions contemplated hereby, the Party adversely impacted shall be entitled to compensation for such adverse impact, provided the reason for the invalidity or unenforceability of a term is not due to serious misconduct by the Party seeking such compensation.
- j. Waiver. No provision of this Agreement may be waived, except by the express written consent of both Parties. Failure by either Party to enforce any provision of this Agreement shall not constitute or be construed as a waiver of such provision or of the right to enforce such provision.
- k. Amendment. This Agreement may not be modified, amended, rescinded, canceled, or waived in whole or in part, except by written instrument signed by both Parties.
- l. Notice. Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt

If to EMP:

Emergency Medical Physicians P.C.  
PO Box 50770  
Casper, WY 82605

If to City:

Deputy Chief Jason Speiser  
200 N. David  
Casper, WY 82609

- m. No Third-Party Rights. The Parties do not intend to confer benefits upon any third parties or persons not a party to this Agreement. Nothing in this Agreement shall be construed as creating or giving rise to any rights in any third parties or persons other than the Parties thereto.
- n. Counterparts. This Agreement may be executed in more than one counterpart and each counterpart shall be considered an original.
- o. Entire Agreement. This Agreement, including its exhibits, contains the entire agreement between the Parties with respect to the matters set forth herein and supersedes all prior agreements and understandings, whether oral or written, with respect to such matters.
- p. Force Majeure. Neither Party shall be held liable or responsible to the other Party, nor be deemed to have defaulted under or breached this Agreement, for failure or delay in fulfilling or performing any provision of, or obligation under this Agreement when such failure or delay is caused by or results from pandemics, strikes, lockouts, concerted acts of workers or other industrial disturbances, fires, explosions, floods, or other natural catastrophes, civil disturbances, riots, or armed conflict, whether declared or undeclared, curtailment, shortage, rationing, or allocation, of normal sources of supply, labor, materials, transportation, energy, or utilities, accidents, acts of God, sufferance of or voluntary compliance with acts of government or governmental regulation, or any other cause which is beyond the reasonable control of the non-performing Party. The Parties agree to immediately notify the other Party upon the occurrence of any such event and shall include in such notice a good faith estimate of the expected duration thereof.
- q. Wyoming Governmental Claims. The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 *et seq.*, and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

~ SIGNATURES ON FOLLOWING PAGE ~

IN WITNESS WHEREOF, the duly authorized representatives of the Parties have executed this Agreement as of the Effective Date.

APPROVED AS TO FORM

Walter Tremel

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

Fleur Tremel  
City Clerk

Steven K. Freel  
Mayor

WITNESS

EMERGENCY MEDICAL PHYSICIANS P.C.

By: \_\_\_\_\_

By: Eugene DuBois

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

Printed Name: Eugene DuBois

Title: \_\_\_\_\_

Title: President

## **EXHIBIT A**

### **MEDICAL DIRECTOR SERVICES**

EMP shall provide Alex Colgan, MD, who will serve as Medical Director and assist in the administrative direction of patient care services rendered by City. As of the Effective Date, City designates Alex Colgan, MD as the Medical Director for operations for its Service Location. The scope of work in this agreement shall include, but not be limited to, the services listed below (collectively, the “Services”):

1. Medical Director will assist in the provision of all necessary and appropriate medical authority and direction for the City of Casper Fire-EMS (medical teams) operating in the State of Wyoming.
2. Medical Director’s basic functions and responsibilities include maintaining current standards of patient care by providing supervision and coordination for EMS crew members; maintaining and updating current medical protocols to direct patient care as found in the Patient Care Guidelines/Protocols and Medical Operations manual.
3. Medical Director shall meet once a month with City and appropriate medical team personnel on site or virtually to review, among other things, patient records for appropriateness of transport, patient care, and other areas of medical quality improvement. Any meeting shall not exceed two (2) hours. Doctor will be required to maintain electronic documentation through the use of Wyoming Ambulance Trip Reporting System (WATRS). Doctor will complete and review documentation with (WATRS) to assess, analyze, critique, and improve current processes of health care delivery.
4. Medical Director shall meet all standards of the Wyoming Department of Health for a Medical Director.
5. Medical Director will be responsible for compliance with federal, state, and other governmental requirement pertaining to the operation and provision of the emergency medical care services.
6. EMP represents the Doctor, has experience in both air and ground emergency medical services and education as a medical director. EMP further represents that Doctor is Board certified or Board Certified eligible in emergency medicine and EMS.
7. Medical Director shall serve as liaison between City and the various health care facilities or other health care providers for whom City provides services in the Service Location. Such liaison shall include maintaining the medical operations currently in place of City to comply with the bylaws, policies, rules, and regulations applicable to any such health care facility or health care provider for whom City is providing services.
8. Medical Director shall supervise quality of patient care provided by the EMS team.
9. Medical Director will maintain the defined scope and characteristics of the services provided by the medical providers, and revise the scope as needed.
10. Medical Director may suggest recommendations on recruitment and hiring for EMS medical personnel.
11. Medical Director may observe the hiring process of new personnel if requested by City. Medical Director shall not make hiring and firing decisions but may voice an opinion and any concerns with the candidate.
12. Medical Director will advise and approve the clinical credentialing of providers, and shall have the authority to restrict, suspend, or terminate the patient care activities of a provider

- at any time during the term of this agreement.
13. Medical Director will provide "off-line" medical direction and control for the EMS team through properly maintained protocols and training.
  14. "On-line" medical direction will be provided by the respective Emergency Room. The Medical Director will provide medical control physician education to Emergency Rooms within scope in accordance with established industry standards.
  15. Medical Director will maintain competency in patient care capabilities and limitations, infection control, stress recognition and management, and hazardous materials recognition and response.
  16. Medical Director will maintain working knowledge of current EMS and trauma regulations appropriate to the service area.
  17. Medical Director will maintain currency in trends and developments that impact standard of care in the transport environment and will keep City informed of these developments so that medical protocols can be revised accordingly.
  18. Medical Director will participate in development and authorization of clinical dispatch, patient care, and transport protocols.
  19. Medical Director shall have an advisory and approval role in the development of a Clinical Performance Standards and Quality Improvement program.
  20. Medical Director shall have an advisory and approval role in training and education standards.
  21. Medical Director shall have an advisory and approval role in clinical Performance Improvement initiatives.
  22. Medical Director shall have an advisory and approval role in EMS system design, staffing, and special operations.
  23. Medical Director shall have an advisory and approval role in dispatch, triage, disaster care, and mutual aid agreements.
  24. Medical Director shall have an advisory and approval role in medical error investigation and review.
  25. The Medical Director, in cooperation with the ambulance service administrator, shall develop, implement, and annually review the following:
    - Prolonged response, scene, or transport times;
    - Incomplete run documentation;
    - Ambulances that are diverted from their original destinations;
    - Compliance with adult and pediatric triage, treatment, and transport protocols (or sample thereof);
    - Skills performance (or sample thereof); and
    - Any other activities that the administrator or Medical Director deem necessary.
  26. The Medical Director and ambulance service administrator shall communicate in writing to the affected employee the results of any adverse findings or evaluations made pursuant to the requirements herein. Any adverse consequences with regard to the employee's scope of practice or mandatory remedial education or training shall be set forth in this written communication, as well as a notification to the employee of a right to appeal.
  27. The Medical Director may appoint and delegate duties to one or more associate medical directors.
  28. The Medical Director shall be allowed to respond to calls for service within the EMS service area.



## **EXHIBIT B**

### **MEDICAL DIRECTOR SERVICES COMPENSATION**

1. It is the intent of the parties that the Medical Director Services provided under this Agreement meet all the conditions of the personal services and management contracts safe harbor found in 42 CFR § 1001.952(d) and that the amounts paid for these services are consistent with fair market value determined in an arm's length transaction and not in a manner that takes into account the volume or value of any referrals or business generated between the parties.
2. City will compensate EMP in accordance with W.S. § 16-6-602 for all undisputed invoices. City will pay an hourly rate of \$100 per hour for Medical Direction between 0-20 hours per month, in increments of .5 hours. A minimum of 2 paid hours shall be required monthly. Should City require more than 20 hours of medical direction per month, new terms shall be negotiated via amendment to this agreement. Invoices will be provided to City monthly. The Hourly Rate of \$100 per hour will be reviewed and adjusted upon each renewal term to ensure it complies with Fair Market Value. EMP will convey rate increases to City with sufficient time for City to execute any required termination clauses. EMP Provider may work hours as needed to provide the necessary Services to City, Not to Exceed (NTE) nine (9) hours per month, without prior written approval. Should it be determined that the minimum required Services cannot be met within the approved NTE, City and EMP agree to re- negotiate an outcome amenable to both parties.

Monthly Hours	Monthly Rate
0-2	\$200
2.5-20	\$100 per Hour
20.5+	Requires re-negotiation

**EXHIBIT B-1**  
**DRAFT INVOICE FOR MEDICAL DIRECTOR SERVICES**

**To:**  
**X**

Invoice for: X Medical Director  
Invoice Month:  
Invoice Date:  
Invoice Number:

<b><u>Month</u></b>	<b><u>Rate</u></b>
---------------------	--------------------

**Please let me know if you have any further questions.**

**Thanks,**  
**Roni Rux**  
**Bookkeeper/Office Manager**  
**Emergency Medical Physicians, PC**  
**2510 East 15th St., Ste 12**  
**PO Box 50770**  
**Casper, Wyoming 82605-0770**  
**307.333.6910 Fax: 307.333.6912**

# **EXHIBIT B-2** **MEDICAL DIRECTOR** **OFFICIAL TIME RECORD**

**Document Purpose:** This time record shall be used to account for time spent fulfilling duties specified in Exhibit B of that certain Professional Services Agreement ("Agreement") between City and EMP, dated \_\_\_\_\_, 202\_\_.

**Instructions:** In the boxes shown below, show the date and time of day of services delivered pursuant to the Agreement and enter time incurred. Time should be documented in 1/2-hour (.50) increments. For example, an hour and a half would be shown as 1.5 hours.

This record covers one (1) month of Medical Direction services. EMP shall require Medical Director to, and Medical Director shall, submit to EMP the time records for its review and approval no later than ten (10) days after the end of the calendar month in which Medical Director performed the Services reported herein. EMP shall withhold payment of any compensation until timesheet(s) are completed. Compensation shall be paid no in accordance with Wyoming Statutes § 16-6-602. EMP shall submit to City the time records for its review and approval not later than five (5) days after receipt from Medical Director.

Physician Name: \_\_\_\_\_, MD

Month: \_\_\_\_\_

Date & Time	Description of Services	Total Time Spent on Function

Attestation:

I, the above noted physician, attest that the hours shown above as "incurred" were actually worked by me.

Physician's Signature:

\_\_\_\_\_

RESOLUTION NO. 21-169

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH EMERGENCY MEDICAL PHYSICIANS P.C., TO PROVIDE MEDICAL DIRECTION TO THE CITY OF CASPER FIRE-EMS DEPARTMENT.

WHEREAS, City of Casper provides emergency medical services through its Fire-EMS Department within the City of Casper, Wyoming, Natrona County, Wyoming, and other locations where mutual assistance type agreements between governmental entities exist; and

WHEREAS, the City of Casper has determined that it is in the interest of the City and its patients that certain professional medical services of physicians be available to the City and its patients and to partner with Emergency Medical Physicians P.C., for the provision of those services; and

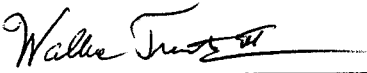
WHEREAS, City of Casper desires to engage Emergency Medical Physicians P.C., to provide specialty professional medical and management services and Emergency Medical Physicians P.C., desires to provide such services to the City of Casper in order to forward their mutual goals.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services between the City of Casper and Emergency Medical Physicians P.C., in the amount of forty three thousand, two hundred dollars (\$43,200).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments as prescribed by the Contract.

PASSED, APPROVED, AND ADOPTED on this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

  
\_\_\_\_\_


ATTEST:


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

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Steven K. Freel  
Mayor

November 19, 2021

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

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

**SUBJECT:** Authorizing an Agreement with HDR Engineering, Inc. for Water Rights/Water Supply Studies, Tasks, and Activities in an amount not to exceed \$75,000.

**Meeting Type & Date**

Regular Council Meeting  
December 7, 2021

**Action Type**

Resolution

**Recommendation**

That Council, by resolution, authorize a contract with HDR Engineering, Inc., Cheyenne, Wyoming, for ongoing studies, tasks, and activities concerning water rights and water supply activities, in an amount not to exceed \$75,000.

**Summary**

Since 2002, several contracts have been consummated with HDR Engineering, Inc. or its predecessor for water rights/water supply related services. The latest contract was consummated in 2020. The 2020 contract monies are depleted and a new contract is needed. Water rights/supply activities are highly complex, very time consuming, and require outside expertise. Key personnel from HDR will be working with City of Casper staff on water rights/water supply issues.

The Scope of Services for this latest contract includes:

- Assist the City during contract negotiations with the Bureau of Reclamation for a new water agreement to replace the expiring Tri-Party CAID agreement (40-year agreement expires in 2022)
- Finalize the exchange petition with the State Engineer's Office to expand the beneficial use of the Upper Rock Creek Reservoir water right during periods of water rights administration
- Continue to advise, assist, and track the City's reporting of the active beneficial use of the City's owned and leased water rights within the City's monthly reports to the State Engineer's Office
- Continued evaluation of water supply assessment options
- Continue to advise and assist the City on temporary water leasing agreements.

**Financial Considerations**

Funding for this contract will come from Water Fund Reserves allocated in the FY22 Water Distribution budget.

**Oversight/Project Responsibility**

Bruce Martin, Public Utilities Manager

**Attachments**

Resolution

Professional Services Agreement with Exhibits “A” and “B” attached

# CONTRACT FOR PROFESSIONAL SERVICES

## PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").

2. HDR Engineering, Inc., 7350 Stockman, Suite A, Cheyenne, Wyoming 82009 ("Consultant").

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

### RECITALS

A. The City is undertaking continuing water supply and water rights studies.

B. The project requires professional services for various ongoing studies, tasks, and activities regarding water rights and water supplies.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Consultant for such services.

**NOW, THEREFORE**, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Consultant shall perform the following scope of work described in Exhibit "A" (the "Project"), which is attached hereto and hereby made a part of this Contract.

2. TIME OF PERFORMANCE:

The services of the Consultant are to commence upon written notice to proceed from the City. Components of the Project shall be undertaken and completed within a period which may reasonably be required for the tasks. This is an ongoing Professional Services Contract for water rights and water supply studies, tasks, and activities.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with Exhibit "B", which is attached hereto and hereby made a part of this Contract, for services performed in accordance with Paragraph 1, not to exceed an amount of Seventy-Five Thousand Dollars (\$75,000) which covers the Consultant's hourly rates used as a basis for payment which means salaries and wages (basic and incentive) paid to all Consultant's personnel engaged directly on the Project, including, but not limited to, engineers, architects, surveyors, designers, draftsmen, specification writers, estimators, other technical and business personnel; plus the cost of customary and statutory benefits including, but not limited to, social security contributions, unemployment, excise and payroll taxes, workers' compensation, health and retirement benefits, sick leave, vacation and holiday pay, and other group benefits, whenever applicable. Reimbursable expenses shall be those expenses not herein defined as part of the hourly rate and which are reasonably incurred by the Consultant in the performance of this Contract.

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Consultant to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Consultant pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Consultant's authorized representatives.

The City and the Consultant each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.



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

APPROVED AS TO FORM

Wallace Tremel

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

Fleur Tremel  
City Clerk

Steven K. Freel  
Mayor

WITNESS

CONSULTANT  
HDR Engineering, Inc.

By: Elizabeth Coday  
Printed Name: Elizabeth Coday  
Title: Office Manager

By: Jason L. Kjenstad  
Printed Name: Jason L. Kjenstad  
Title: Vice President

## **CONTRACT FOR PROFESSIONAL SERVICES**

### **PART II - GENERAL TERMS AND CONDITIONS**

#### **1. TERMINATION OF CONTRACT:**

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant are determined.

#### **2. CHANGES:**

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the City and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by City.

#### **3. ASSIGNABILITY:**

The Consultant shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to the Consultant from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

#### **4. AUDIT:**

The City and its representatives shall have access and obtain at its discretion, copies to any books, documents, papers, electronic data and records of the Consultant, which are pertinent to this Contract. The Consultant shall immediately, upon receiving written instruction from the City, provide to any independent auditor or accountant all books, documents, papers, electronic data and recordings of the Consultant which are pertinent to

this Contract. The Consultant shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the City.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Consultant under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this agreement, they will be turned over to the City provided that, in any case, the Consultant may, at no additional expense to the City, make and retain such additional copies thereof as Consultant desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Consultant be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant without the prior written consent of the City.

8. GOVERNING LAW AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Seventh Judicial District, Natrona County, Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any Subconsultant to perform any services in the scope of this project, unless the Subconsultant is approved in writing by the City. Any approved Subconsultant shall be paid by the Consultant.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to the commencement of work**, Consultant shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its Subconsultants, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Million Dollars (\$2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars (\$2,000,000) for all

claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

- C. *Higher Limits.* If the Consultant maintains broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

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

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this Contract, the Consultant's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Consultant as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

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

5. *Deductibles and Self-Insured Retentions*

Consultant has two options regarding deductibles and self-insured retentions:

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- b. Option 2: Consultant shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Consultant is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Consultant shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*

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

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

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete,

certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all Subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from Subconsultants.

10. *Special Risks or Circumstances*

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

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

12. INTENT:

Consultant represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Consultant shall perform all of the services for the compensation set forth in this Contract. Consultant also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Consultant agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

13. WYOMING GOVERNMENTAL CLAIMS ACT:

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

14. NO THIRD PARTY BENEFICIARY RIGHTS:

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

15. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

16. ELECTRONIC SIGNATURES:

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.



## EXHIBIT “A”

### City of Casper Public Services Department – Utilities Division

#### Scope of Work

##### **Task 1.0 Administration and Expenses**

HDR’s project administration and expense tasks include direct expenses, travel expenses, project management, quality control, tracking, and invoicing.

##### **Task 2.0 General Water Right Support Activities**

2.1 Continue to advise, assist, and track the City’s reporting of the active beneficial use of the City’s owned and leased water rights within the City’s monthly reports to the Wyoming State Engineer’s Office (SEO). The City of Casper needs to continue to demonstrate and document the beneficial use of all water rights.

2.2 HDR will provide strategic recommendations on optimizing the use of the City’s portfolio of water rights balancing the various goals and protective measures that include demonstrating beneficial use, preserving the most senior rights for potential waters rights administration each water year, and the efficient use of available direct flow, storage, and contract water supplies.

2.3 HDR will analyze and recommend the methods and procedures for the release, tracking, and management of Upper Rock Creek Reservoir storage water. HDR to assist the City with coordination with SEO on the time-of-travel, conveyance losses, and the tracking and accounting procedures for water releases.

2.4 Continue to advise and assist the City on temporary water leasing agreements. In addition, HDR will assist the City reviewing proposals from any entities which want to secure raw water through leasing agreements with the City.

2.5 HDR will advise and provide recommendations to the City on any proposals or solicitations from entities marketing water supplies from the sale of properties with attached water rights or entities with available direct flow rights or storage water available for purchase or lease. Upon request, HDR will complete water rights due diligence reviews for the prospective properties.

##### **Deliverables:**

(1)When necessary, HDR will have periodic project conference calls/meetings with the City.

##### **Task 3.0 Kendrick Project – Water Service Agreement**

HDR is assisting the City with contract negotiations for a new Water Service Agreement with the U.S. Bureau of Reclamation (Reclamation) to replace the Tri-Party Agreement for up to 7,000 acre feet of Kendrick Project water expiring in April 2022.

3.1 Assist with meetings and conference calls with Reclamation’s Wyoming Area Office in Mills and SEO.

3.2 HDR recommends actions to address water rights securing approval from SEO to protect the conveyance of storage water from the Alcova Reservoir outlet to the Regional water treatment plant diversion.

##### **Deliverables:**

- (1) HDR serving as technical and policy advisor to the City for the ongoing contract negotiations.
- (2) HDR to prepare agendas prior to the meetings and prepare summaries of the meetings or conference call discussions with noted action items.
- (3) HDR to prepare draft permit documentation and coordinate with SEO on water rights.

**Assumptions:**

- (1) HDR anticipates some of the discussions between parties may occur virtually via conference calls, particularly due to the health safety requirements of COVID-19 with up to 3 in-person meetings anticipated in Casper.
- (2) SEO's surface water right application process is expected to include specific actions: (i.) completion of secondary water rights applications, (ii.) completing permit application maps which includes the service area of the regional system, and; (iii.) responding to SEO's comments.
- (3) Mr. Jim Jones with CEPI will assist the City and HDR with drafting and completing the draft application map.

**Task 4.0 Exchange Petition**

HDR is leading the process to complete an exchange petition that is reviewed and approved by the Wyoming State Engineer. The exchange petition addresses operational flexibility for the City's storage water rights held in Upper Rock Creek Reservoir. The exchange petition allows for flexibility in the timing of the City's released storage water serving as the make-up water in the event of "Allocation Year" water rights administration.

4.1 The exchange petition application requires an exchange petition map and a Technical Report. The City reviewed HDR's draft exchange petition, petition map, and Technical Report.

4.2 With approval from the City, HDR to coordinate with SEO on the submittal of the draft and final exchange petition.

**Deliverables:**

- (1) HDR to address SEO's review comments on the exchange petition.
- (2) If necessary, HDR to help facilitate communications with Reclamation's Wyoming Area Office.

**Assumptions:**

- (1) The timing of the submittal of the draft and final exchange petition to SEO may be affected by the progress of Task 3.0.
- (2) Mr. Jim Jones with CEPI will assist the City and HDR with completing the exchange petition map.

## EXHIBIT "B"

### HDR Engineering 2021 Hourly Billing Rates

Enclosed are the 2021 Hourly Billing Rates for HDR Engineering. These rates shall be adjusted annually to reflect any salary adjustments incurred by employees. The rates listed below do not include reimbursable expenses or hourly rates for equipment as defined below.

<b>Description</b>	<b>Billing Rate/Hour</b>
Managing Principal	225
Senior Project Manager	205
Project Manager III	195
Project Manager II	180
Project Manager I	165
Engineer VI	195
Engineer V	180
Engineer IV	165
Engineer III	145
Engineer II	130
Engineer I	115
<u>ASME Disciplines</u>	<u>180</u>
Engineering/Field Services Technician IV	155
Engineering/Field Services Technician III	125
Engineering/Field Services Technician II	105
Engineering/Field Services Technician I	95
Cadd/GIS Technician IV	135
Cadd/GIS Technician III	115
Cadd/GIS Technician II	105
Cadd/GIS Technician I	95
Right of Way IV	195
Right of Way III	175
Right of Way II	155
Right of Way I	120
Right of Way Coordinator	95
Environmental Scientist V	175
Environmental Scientist IV	160
Environmental Scientist III	140
Environmental Scientist II	125
Environmental Scientist I	110
Senior Land Surveyor	150
Land Surveyor	130
Survey Technician III	120
Survey Technician II	110

Survey Technician I	95
Senior Construction Manager	195
Construction Manager	155
Construction Engineer	125
Construction Inspector	95
Strategic Communications/Graphic Designer IV	165
Strategic Communications/Graphic Designer III	145
Strategic Communications/Graphic Designer II	125
Strategic Communications/Graphic Designer I	95
Project Controller	95
Project Assistant	90
Admin Assistant	70

HDR has technical experts in various geographic locations that may be utilized based on specific project need. This specialized expertise is not subject to the above rates and associated billing rates are to be determined at the time of contract negotiation.

#### **Direct Expenses**

Traffic Counting Equipment	\$120.00 per hour
Survey/GPS Equipment	\$50.00 per hour
Robotic Total Station	\$50.00 per hour
Side-by-Side Utility Vehicle	\$25.00 per hour
Handheld GPS	\$20.00 per hour
Mileage	\$0.75 per mile

#### **Printing:**

B&W 8.5x11	\$0.041 each
Color 8.5x11	\$0.138 each
B&W 11x17	\$0.079 each
Color 11x17	\$0.273 each
Plots Bond	\$0.459 per sq. ft.

#### **OTHER REIMBURSABLE EXPENSES**

Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for transportation travel, subconsultants, subcontractors, computer usage, telephone, telex, shipping and express, and other incurred expense. Unless negotiated otherwise in the contract, ENGINEER will add 10% to invoices received by ENGINEER from subconsultants and subcontractors to cover administrative expenses and vicarious liability. Hourly equipment charges apply to specific equipment used on the project.

RESOLUTION NO. 21-170

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH HDR ENGINEERING, INC. FOR ONGOING STUDIES, TASKS, AND ACTIVITIES REGARDING WATER RIGHTS AND WATER SUPPLY ACTIVITIES.

WHEREAS, the City of Casper desires to procure professional services for various on-going studies, tasks, and activities concerning water rights and water supply activities; and,


WHEREAS, HDR Engineering, Inc., is able and willing to provide such services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with HDR Engineering, Inc., in the amount not to exceed Seventy-Five Thousand Dollars (\$75,000) for ongoing studies, tasks, and activities concerning water rights and water supply activities.

BE IT FURTHER RESOLVED: That the City Manager is authorized to make verified partial payments throughout the project retaining those amounts prescribed by the Agreement equal to a total amount not to exceed Seventy-Five Thousand Dollars (\$75,000).

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM

  
\_\_\_\_\_


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

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

\_\_\_\_\_  
Steven K. Freel  
Mayor

November 17, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Alex Sveda, P.E., City Engineer  
Terry Cottenoir, Engineering Technician

SUBJECT: Authorizing an Agreement with Pope Construction, Inc., in the Amount of \$74,981.50, for the Fire Station No. 1 Flooring, Project No. 21-028.

**Meeting Type & Date**  
Regular Council Meeting  
December 7, 2021

**Action type**  
Resolution

**Recommendation**

That Council, by resolution, authorize an agreement with Pope Construction, Inc. (Pope), for the Fire Station No. 1 Flooring, Project No. 21-028, in the amount of \$81,288.75, with a deduct change order in the amount of \$6,307.25, for a revised contract amount of \$74,981.50. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$5,000.00, for a total project amount of \$79,981.50.

**Summary**

On Tuesday, November 9, 2021, one (1) bid was received for the Fire Station No. 1 Flooring, Project No. 21-028. The bid received for this work is as follows:

<b><u>CONTRACTOR</u></b>	<b><u>BUSINESS LOCATION</u></b>	<b><u>BID AMOUNT</u></b>
<b>Pope</b>	<b>Mills, Wyoming</b>	<b>\$81,288.75</b>

The Fire Station No. 1 Flooring Project includes the removal of the existing flooring and polishing of the concrete flooring. The estimate prepared by the City Engineering Division was \$75,000.00. The bid from Pope in the amount of \$81,288.75, along with the deduct change order of \$6,307.25, results in a contract price of \$74,981.50. As a result of the bid, the project was scaled back to fall within the budget. City staff recommends removing two areas within the fire station that amount to 295 square feet to bring the project within budget. Additionally, adding a construction contingency of \$5,000.00 brings the total contract price to \$79,981.50. Work is scheduled to be completed by April 29, 2022.

As required by Wyoming State Statute 16-6-102, in-state bidders receive a five percent (5%) bid preference. As one bid was received, no bid preference was granted. A notice was published in the local newspaper once a week for two consecutive weeks as required by State Statute, and the project was advertised on the City of Casper's website ([www.casperwy.gov](http://www.casperwy.gov)).

Financial Considerations

Funding will be from the Perpetual Care Fund allocated to the Fire Station No. 1 Flooring.

Oversight/Project Responsibility

Terry Cottenoir, Engineering Technician, Public Services

Attachments

Resolution

Agreement

Change Order No. 1

Exhibit "A" – Cost Reduction Worksheet

STANDARD FORM OF  
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Casper, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and with Pope Construction, Inc., 3150 East Yellowstone Highway, Casper, Wyoming 82609, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to remove the existing flooring and polish the concrete in the living quarters of Casper Fire Station No. 1, 200 West 1<sup>st</sup> Street, Casper, Wyoming 82601; and,

WHEREAS, Pope Construction, Inc., is able and willing to provide those services specified as the Fire Station No. 1 Flooring, Project No. 21-028.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the Fire Station No. 1 Flooring, Project No. 21-028, hereinafter referred to as the "Work."

ARTICLE 2. ENGINEER.

The Project has been designed by the City of Casper, who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 Substantial Completion shall include all Work required to make the project operational for intended use including all paving and concrete work associated with the street and concrete flatwork.
- 3.2 The Work will be substantially completed by **April 29, 2022**, and completed and ready for final payment in accordance with Article 14 of the General Conditions by **May 6, 2022**.
- 3.3 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner One Thousand Dollars



(\$1,000.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Five Hundred Dollars (\$500.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

#### ARTICLE 4. CONTRACT PRICE.

Owner shall pay Contractor in current funds for performance of the Work in accordance with the Contract Documents, subject to additions and deductions by Change Order, the contract price of Seventy-Four Thousand Nine Hundred Eighty-One and 50/100 Dollars (\$74,981.50), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form, included as Exhibit "A" (pages BF-1 through BF-4, Bid Form) and Itemized Bid Schedule, included as Exhibit "B" (page BS-1, Bid Schedule) and by this reference made a part of this Agreement.

#### ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed through the Engineer as provided in the General Conditions.

- 5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.1 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.
  - 5.1.1 Progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.3, Final Payment.
  - 5.1.2 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.

- 5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment as detailed in Section 01310 Progress Schedules.
- 5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 14.13 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

#### ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq., withheld percentages for Contracts exceeding Fifty Thousand and 00/100 Dollars (\$50,000.00) will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq., whether the depository is designated by the Contractor or by the Owner.

#### ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- 7.1 Contractor has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.
- 7.2 Contractor has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.
- 7.3 Contractor has made or caused to be made examinations, investigations, and tests and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.
- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.

- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Contractor.

#### ARTICLE 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between Owner and Contractor are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This Agreement (Pages SFA-1 of 5 through SFA-5 of 5, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" - Bid Form (Pages BF-1 of 4 through BF-4 of 4, inclusive).
- 8.4 Exhibit "B" - Bid Schedule (Page BS-1 of 1, inclusive).
- 8.5 Addenda No. (1).
- 8.6 Performance and Labor and Payment Bonds.
- 8.7 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.8 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.9 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.10 Technical Specifications, consisting of eight (8) sections
- 8.11 Notice of Award.
- 8.12 Notice to Proceed.
- 8.13 Minutes of the Pre-Bid Conference, if any.
- 8.14 Contract Drawings, with each sheet bearing the following general title:  
  

**Fire Station No. 1 Flooring, Project No. 21-028**
- 8.15 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.

8.16 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.

8.17 Notice of Substantial Completion.

#### ARTICLE 9. GOVERNMENTAL CLAIMS ACT

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

#### ARTICLE 10. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year below written.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:



\_\_\_\_\_

CONTRACTOR:

WITNESS:

Pope Construction, Inc.

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

OWNER:  
CITY OF CASPER, WYOMING  
A Municipal Corporation

By: \_\_\_\_\_

By: \_\_\_\_\_

Fleur Tremel

Steven K. Freel

Title: City Clerk

Title: Mayor

EXHIBIT "A"  
STANDARD  
BID FORM  
(Approved by City Attorney, 1995)

PROJECT IDENTIFICATION:      City of Casper  
   **Fire Station No. 1 Flooring**  
   **Project No. 21-028**

THIS BID SUBMITTED TO:      City of Casper  
   200 North David Street  
   Casper, Wyoming 82601

1.      The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work as specified or indicated in the Bidding Documents for the Contract Price by **April 29, 2022** and completed and ready for final payment not later than **May 6, 2022**, in accordance with the Bidding Documents.
2.      Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the City's Notice of Award.
3.      Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4.      In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:
  - A.      Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):  
  
            Addendum No.       1                            Dated       11/3/21        
            Addendum No.                                           Dated
  - B.      Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;
  - C.      This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or

indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$ 81,288.75

TOTAL BASE BID, IN WORDS: Eighty One Thousand Two Hundred Eighty Eight and 75/100 DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)
  - B. Exhibit "B" - Itemized Bid Schedule.
  - C. State of Wyoming Certificate of Residency Status, in conformance with the Instructions to Bidders.
  - D. Certificate of Good Standing with Active Status and Filing Identification (ID) from the Wyoming Secretary of State.

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: POBZ CONSTRUCTION, INC  
P.O. Box 536  
MILLER, WY 82644

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on 11-9, 2021.

Bidder is bidding as a RESIDENT (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: \_\_\_\_\_ (seal)  
(Individual's Name)

doing business as: \_\_\_\_\_

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

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

A PARTNERSHIP

By: \_\_\_\_\_ (seal)  
(Firm's Name)

\_\_\_\_\_  
(General Partner)

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

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

A CORPORATION OR LIMITED LIABILITY COMPANY

By: POPE CONSTRUCTION, INC (seal)  
(Corporation's or Limited Liability Company's Name)

WYOMING  
(State of Incorporation or Organization)

By: [Signature] (seal)  
PRESIDENT

(Title)

(Seal)

Attest: [Signature]

Business Address: P.O. Box 536  
MILLS, WY 82644

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

A JOINT VENTURE

By: \_\_\_\_\_ (seal)  
(Name)

\_\_\_\_\_  
(Address)

By: \_\_\_\_\_ (seal)  
(Name)

\_\_\_\_\_  
(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)



Fire Station No. 1 Flooring, Project No. 21-033 (#8054010)  
 Owner: Casper WY, City of  
 Solicitor: Casper WY, City of  
 11/09/2021 02:00 PM MST

**EXHIBIT "B" - BID SCHEDULE**

**Base Bid**

				<b>Pope Construction, Inc.</b>	
Line Item	Item Description	Unit	Quantity	Unit Price	Extension
1	Remove Existing Flooring and Polish Concrete Floors	SF	3,925	\$20.15	\$79,088.75
2	Floor Crack Patching	LF	1,000	\$2.20	\$2,200.00
<b>Base Bid Total:</b>					<b>\$81,288.75</b>

# CHANGE ORDER

NO. One (1)

PROJECT: Fire Station No. 1 Flooring  
Project No. 21-028

DATE OF ISSUANCE: November 17, 2021

OWNER: City of Casper, Wyoming

CONTRACTOR: Pope Construction, Inc.

You are directed to make the following changes in the Contract Documents:

Description: The low bid submitted by Pope Construction, Inc. (Pope), exceeded the budgeted amount that was allocated for the Fire Station No. 1 Project. The City of Casper and the Contractor negotiated a lower price based on reducing the scope of work.

Attachments: Memo dated November 17, 2021 to J. Carter Napier, City Manager from Andrew Beamer, P.E., Public Services Director, Alex Sveda, P.E., City Engineer, and Terry Cottenoir, Engineering Technician; Exhibit "A" – Cost Reduction Worksheet.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$ <u>81,288.75</u>	Original Contract Time: (days or date) <u>Substantial completion: April 29, 2022</u> <u>Final completion: May 6, 2022</u>
Previous Change Orders No. <u>---</u> to <u>---</u> \$ <u>0.00</u>	Net change from previous Change Orders (days): <u>-- 0 --</u>
Contract Price prior to this Change Order: \$ <u>81,288.75</u>	Contract Time Prior to this Change Order: (date) <u>Substantial completion: April 29, 2022</u> <u>Final completion: May 6, 2022</u>
Net <del>Increase</del> /Decrease of this Change Order: \$ <u>6,307.25</u>	Net Increase/Decrease of this Change Order: (days) <u>-- 0 --</u>
Contract Price with all approved Change Orders: \$ <u>74,981.50</u>	Contract Time with all approved Change Orders:(date) <u>Substantial completion: April 29, 2022</u> <u>Final completion: May 6, 2022</u>

ACCEPTED:

RECOMMENDED:

APPROVED:

BY: \_\_\_\_\_

Greg Pope  
Contractor – Pope Construction

BY:  \_\_\_\_\_

Terry Cottenoir  
Engineer – City of Casper

BY: \_\_\_\_\_

Steven K. Freel  
Mayor – City of Casper

**EXHIBIT "A"**  
**COST REDUCTION WORK SHEET**  
**Fire Station No. 1 Flooring, Project No. 21-033**

ITEM NO.	Pope Construction, Inc.		ORIGINAL SCOPE OF PROJECT			REDUCED SCOPE OF PROJECT			COST REDUCTION
	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST	QUANTITY	UNIT COST	TOTAL COST	
1	Remove Existing Flooring and Polish Concrete Floors	SF	3925	\$20.15	\$79,088.75	3630	\$20.05	\$72,781.50	\$6,307.25
2	Floor Crack Patching	LF	1000	\$2.20	\$2,200.00	1000	\$2.20	\$2,200.00	\$0.00
TOTAL					\$81,288.75			\$74,981.50	\$6,307.25

RESOLUTION NO. 21-171

A RESOLUTION AUTHORIZING AN AGREEMENT WITH POPE  
CONSTRUCTION, INC., FOR THE FIRE STATION NO. 1  
FLOORING, PROJECT NO. 21-028.

WHEREAS, the City of Casper desires to remove the existing flooring and polish the concrete in the living quarters of Casper Fire Station No. 1, 200 West 1<sup>st</sup> Street, Casper, Wyoming 82601; and,

WHEREAS, Pope Construction, Inc., is able and willing to provide those services specified as the Fire Station No. 1 Flooring, Project No. 21-028; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Five Thousand Dollars (\$5,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

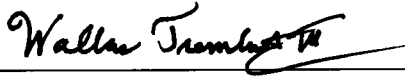
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with Pope Construction, Inc., for those services, in the amount of Eighty-One Thousand Two Hundred Eighty-Eight and 75/100 Dollars (\$81,288.75), with a deduct Change Order No. 1 in the amount of Six Thousand Three Hundred Seven and 25/100 Dollars (\$6,307.25), for a revised contract amount of Seventy-Four Thousand Nine Hundred Eighty-One and 50/100 Dollars (\$74,981.50).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed Seventy-Four Thousand Nine Hundred Eighty-One and 50/100 Dollars (\$74,981.50), and Five Thousand Dollars (\$5,000.00) for a construction contingency account, for a total project amount of Seventy-Nine Thousand Nine Hundred Eighty-one and 50/100 (\$79,981.50).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Five Thousand Dollars (\$5,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:  
(Fire Station No. 1 Flooring, Project No. 21-028)

  
\_\_\_\_\_


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

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

\_\_\_\_\_  
Steven K. Freel  
Mayor

November 19, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Alex Sveda, P.E., City Engineer  
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Authorizing Change Order No. 3 with Wayne Coleman Construction, Inc.,  
for the Industrial Avenue Drainage & Surfacing Improvements, Project  
No. 19-068.

Meeting Type & Date

Regular Council Meeting  
December 7, 2021

Action type  
Resolution

Recommendation

That Council, by resolution, authorize Change Order No. 3 for final quantity adjustments for the Industrial Avenue Drainage & Surfacing Improvements, Project No. 19-068.

Summary

The City of Casper entered into a contract with Wayne Coleman Construction, Inc., in March 2021 for the Industrial Avenue Drainage & Surfacing Improvements Project. The project included reconstruction of the street section with the addition of curbs, sidewalks and ADA accessible ramps as space allows. The storm sewer system was upgraded with new catch basins and upsizing of the undersized storm sewer main.

Change Order No. 3 is due to final quantity adjustments with over-runs and under-runs as follows:

- 1) Miscellaneous Force Account – A small decrease in price is proposed because utility locating (also known as pot-holing or soft-digging) was completed slightly below the bid price. This item was finished at a decrease of \$140.00.
- 2) 18" Storm Pipe – One existing storm sewer pipe section was smaller than expected and in a worse condition than originally known. That section of storm pipe required replacement with additional 18" storm pipe. This item was finished at an increase of \$700.00
- 3) 4" Asphalt Patch – Asphalt patching required behind curbs and sidewalks had to be increased to match lower curb heights at driveways and to provide longer transitions in parking areas within private properties. The originally designed curbs and transition

sections were insufficient for certain types of vehicles. This item was finished at an increase of \$5,338.00.

- 4) 4" Concrete Patch – Concrete patching required behind curbs and sidewalks had to be increased to match lower curb heights at driveways and to provide longer transitions in parking areas within private properties. The originally designed curbs and transition sections were insufficient for certain types of vehicles. This item was finished at an increase of \$2,880.00
- 5) Install 6" Bollards at Fire Hydrants – The City of Casper Water Division required four additional bollards be placed to protect a relocated fire hydrant and an existing fire hydrant. This item was finished at an increase of \$4,000.00.
- 6) Remove and Replace Curb and Gutter (Lower Curb Height) – Two driveways were missed in the process of lowering curb heights for business access points and were discovered just prior to installation of the asphalt street section. This item was finished at an increase of \$2,442.00

The total proposal for Change Order No. 3 is an increase of \$15,220.00 and a time extension of 21 calendar days due to utility company delays (8 days), added storm sewer modifications (5 days), and additional curb replacements (8 days).

The City's consultant, WLC Engineering, has reviewed the change order proposal from the contractor, and recommends approval.

#### Financial Considerations

Funding for the project is from Optional One Percent #16 Funds for Storm Sewer and Street Improvements. The contingency amount of \$15,693.00 and an additional \$18,758.41 were exhausted from Optional One Percent #16 Funds in two previous change orders. Change Order No. 3 will require an additional \$15,220.00 from Optional One Percent #16 Funds.

#### Oversight/Project Responsibility

Scott R. Baxter, P.E., Associate Engineer, Public Services Department.

#### Attachments

Consultant's Letter of Recommendation  
Change Order No. 3 Form  
Contractor's Change Order Proposal  
Resolution

# CHANGE ORDER

No. 3 (Final)

PROJECT: **Industrial Avenue Drainage and Surfacing Improvements, 19-068**

DATE OF ISSUANCE November 15, 2021 EFFECTIVE DATE September 27, 2021

OWNER City of Casper

OWNER's CONTRACT NO. 19-068

CONTRACTOR Wayne Coleman Construction ENGINEER WLC Engineering and Surveying

You are directed to make the following changes in the Contract Documents.

Description: See Attachment A

Reason for Change Order: Changes in scope and additional time

Attachments: Attachments A, B, C

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price \$ <u>384,307.00</u>	Original Contract Times Substantial Completion: <u>July 30, 2021</u> Ready for final payment: <u>August 20, 2021</u> days or dates
Net changes from previous Change Orders No. <u>1</u> to No. <u>2</u> \$ <u>34,721.41</u>	Net change from previous Change Orders No. 1 to No. 2 <u>38</u> Days
Contract Price prior to this Change Order \$ <u>419,028.41</u>	Contract Times prior to this Change Order Substantial Completion: <u>September 6, 2021</u> Ready for final payment: <u>September 27, 2021</u> days or dates
Net Increase (decrease) of this Change Order \$ <u>15,220.00</u>	Net Increase (decrease) of this Change Order <u>21</u> Days
Contract Price with all approved Change Orders \$ <u>434,248.41</u>	Contract Times with all approved Change Orders Substantial Completion: <u>September 27, 2021</u> Ready for final payment: <u>October 12, 2021</u> days or dates

RECOMMENDED:

APPROVED:

ACCEPTED:

By: [Signature]  
Engineer (Authorized Signature)

By: \_\_\_\_\_  
Owner (Authorized Signature)

By: [Signature]  
Contractor (Authorized Signature)

Date: 11/16/21

Date: \_\_\_\_\_

Date: 11/16/2021





CASPER  
200 PRONGHORN  
CASPER, WY 82601  
P: 307-266-2524

November 16, 2021

Mr. Scott Baxter, PE  
City of Casper, Engineering Department  
*Submitted via email*

***RE: Industrial Avenue Change Order No. 3 Recommendation***

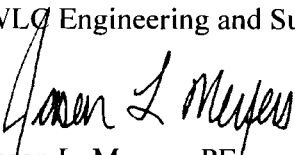
Mr. Baxter:

Attached is Change Order No. 3 for the Industrial Ave. project for your review. This Change Order includes the final quantities for the Project. This Change Order also includes additional contract time for various delays incurred by the Contractor. A description of each item is included in Attachment A of the enclosed Change Order No. 3.

We recommend that the attached Change Order be approved by the City of Casper.

Please contact me with any questions.

Sincerely,  
WLC Engineering and Surveying



Jason L. Meyers, PE  
Project Manager

Encl.

**ATTACHMENT A**  
**Change Order No. 3 (Final)**  
**INDUSTRIAL AVENUE DRAINAGE AND SURFACING IMPROVEMENTS**  
**PROJECT NO. 19-068**

Item 2: Miscellaneous Force Account – The plan quantity of \$2,500 was not fully used. \$2,360 was used for potholing the vertical and horizontal location of the gas main in Industrial Ave to determine conflicts. This results in a decrease of \$140.00.

Item 6: 18” Storm Pipe –The plans called for connecting CB-1 to an existing 18” RCP. The existing pipe was a 12” CMP which was not acceptable for connection. The additional 18” storm pipe is used to connect CB-1 to the existing 48” RCP in Spruce Street. The additional 18” Storm Pipe of 14 LF is an increase of \$700.00.

Item 16: 4” Asphalt Patch: - The additional 4” asphalt patch is required to provide a smoother transition behind curbs that were lowered and to better match elevation variances in existing adjacent surfacing. The additional patch corresponds to additional removal of previously poured curb and gutter and replaced with the lowered curb height curb and gutter. The additional asphalt patch of 157 SY at the as-bid unit cost of \$34 per SY is an increase of \$5,338.00.

Item 17: 4” Concrete Patch - The additional 4” concrete patch is required to provide a smoother transition behind curbs to better match elevation variances in existing adjacent surfacing. The additional patch corresponds to additional removal of previously poured curb and gutter and replaced with the lowered curb height curb and gutter. The additional concrete patch of 36 SY at the as-bid unit cost of \$80 per SY is an increase of \$2,880.00.

Item CO 1-4: Install 6” Bollards at Fire Hydrant – The City of Casper requested two additional bollards (2 bollards approved with Change Order No. 1) be placed to protect the relocated fire hydrant at the intersection of Elm Street and Industrial Avenue. The City of Casper requested two bollards be placed to protect the existing fire hydrant West of the intersection of Oak Street and Industrial Avenue. The additional 4 Bollards at a unit price of \$1,000 per Each is an increase of \$4,000.

Item CO2-2: Remove and Replace Curb and Gutter (Lower Curb Height) – After several onsite meetings with the businesses along Industrial Avenue, the City requested that some areas of the design height curb were to be removed and replaced with a lower curb height. 245 LF was approved with Change Order No. 2. The additional areas include 26 LF in front of Wyoming Transfer and Storage on Spruce Street and 40 LF in front of Dennis Supply on Industrial Avenue. The remove and replace curb quantity is 66 LF at a unit cost of \$37 per LF is an increase of \$2,442.00.

Additional Contract Time Request: Wayne Coleman Construction (WCC) requested a time extension of 21 days for delays beyond their control and additional work. Refer to Attachment C for a detailed explanation.

**ATTACHMENT B**  
**CHANGE ORDER NO. 3 (FINAL)**  
**INDUSTRIAL AVENUE DRAINAGE AND SURFACING IMPROVEMENTS, 19-068**

ITEM NO.	ITEM	UNIT	CURRENT QUANTITY	ESTIMATED CHANGE IN QUANTITY	NEW TOTAL ESTIMATED QUANTITY	ORIGINAL UNIT PRICE	NEW UNIT PRICE	ORIGINAL TOTAL PRICE	NEW TOTAL PRICE	ESTIMATED CHANGE IN COST
1	MOBILIZATION	LS	1	0	1	\$24,334.50	\$24,334.50	\$24,334.50	\$24,334.50	\$0.00
2	MISCELLANEOUS FORCE ACCOUNT	FA	1	0	1	\$2,500.00	\$2,360.00	\$2,500.00	\$2,360.00	-\$140.00
3	RESIDENT COMMUNICATION PLAN	LS	1	0	1	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00
4	REMOVE EXISTING SURFACING	SY	5585	0	5585	\$4.00	\$4.00	\$22,340.00	\$22,340.00	\$0.00
5	12" STORM PIPE	LF	250	0	250	\$55.00	\$55.00	\$13,750.00	\$13,750.00	\$0.00
6	18" STORM PIPE	LF	775	14	789	\$50.00	\$50.00	\$38,750.00	\$39,450.00	\$700.00
7	STORM CATCH BASIN	EA	8	0	8	\$3,200.00	\$3,200.00	\$25,600.00	\$25,600.00	\$0.00
8	STORM MANHOLE	EA	7	0	7	\$3,500.00	\$3,500.00	\$24,500.00	\$24,500.00	\$0.00
9	FIRE HYDRANT ASSEMBLY	EA	1	0	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00
10	30" CURB AND GUTTER	LF	2030	0	2030	\$24.00	\$24.00	\$48,720.00	\$48,720.00	\$0.00
11	5' CONCRETE SIDEWALK	SY	450	0	450	\$50.00	\$50.00	\$22,500.00	\$22,500.00	\$0.00
12	CONCRETE VALLEY GUTTER	SY	45	0	45	\$60.00	\$60.00	\$2,700.00	\$2,700.00	\$0.00
13	GEOTEXTILE MATERIAL SEPARATION FABRIC	SY	3825	0	3825	\$2.00	\$2.00	\$7,650.00	\$7,650.00	\$0.00
14	6" BASE COURSE	SY	3825	0	3825	\$5.50	\$5.50	\$21,037.50	\$21,037.50	\$0.00
15	4" PLANT MIX PAVEMENT	SY	3825	0	3825	\$25.00	\$25.00	\$95,625.00	\$95,625.00	\$0.00
16	4" ASPHALT PATCH	SY	520	157	677	\$34.00	\$34.00	\$17,680.00	\$23,018.00	\$5,338.00
17	4" CONCRETE PATCH	SY	70	36	106	\$80.00	\$80.00	\$5,600.00	\$8,480.00	\$2,880.00
18	TRAFFIC SIGN	EA	4	0	4	\$350.00	\$350.00	\$1,400.00	\$1,400.00	\$0.00
19	TEMPORARY TRAFFIC CONTROL	LS	1	0	1	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$0.00
20	STORM WATER CONTROL	LS	1	0	1	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00
CO 1-1	Additional Materials for DIP lead pipe to Fire Hydrant	LS	1	0	1	\$700.00	\$700.00	\$700.00	\$700.00	\$0.00
CO 1-2	Credit for PVC pipe returned	LS	1	0	1	-\$82.00	-\$82.00	-\$82.00	-\$82.00	\$0.00
CO 1-3	Tree removal on Spruce Street	T&M	1	0	1	\$1,005.00	\$1,005.00	\$1,005.00	\$1,005.00	\$0.00
CO 1-4	Install 6" bollards at fire hydrant	EA	2	4	6	\$1,000.00	\$1,000.00	\$2,000.00	\$6,000.00	\$4,000.00
CO 1-5	Stabilize Manhole No. 7 Subgrade	T&M	1	0	1	\$1,009.16	\$1,009.16	\$1,009.16	\$1,009.16	\$0.00
CO 1-6	Valve Box on Spruce not located on plans at fire hydrant	T&M	1	0	1	\$626.25	\$626.25	\$626.25	\$626.25	\$0.00
CO 1-7	New valve boxes on fire hydrant valves	EA	2	0	2	\$236.25	\$236.25	\$472.50	\$472.50	\$0.00
CO 1-8	Install 18" HDPE and cap existing 8" CMP at CB-1	T&M	1	0	1	\$2,745.50	\$2,745.50	\$2,745.50	\$2,745.50	\$0.00
CO 2-1	MANHOLE RING AND COVER	EA	4	0	4	\$250.00	\$250.00	\$1,000.00	\$1,000.00	\$0.00
CO 2-2	REMOVE AND REPLACE CURB (LOWER CURB HEIGHT)	LF	245	66	311	\$37.00	\$37.00	\$9,065.00	\$11,507.00	\$2,442.00
CO 2-3	PARKING LOT DRAIN	LS	1	0	1	\$5,300.00	\$5,300.00	\$5,300.00	\$5,300.00	\$0.00

ESTIMATED TOTAL CHANGE IN COST TO PROJECT: \$15,220.00

CHANGES DUE TO PREVIOUS CHANGE ORDERS: \$34,721.41

PRELIMINARY CONTRACT COST: \$384,307.00

CURRENT CONTRACT COST: \$434,248.41



Wayne Coleman Construction, Inc.

P.O. Box 2440

Mills, WY 82644

Phone (307) 265-3158

Fax (307) 265-3159

[info@wcolemanconstruction.com](mailto:info@wcolemanconstruction.com)

## ATTACHMENT C

### ***Industrial Avenue Drainage and Street Improvements – Spruce to Elm Project***

Jason,

WCCI is requesting an additional 21 calendar days be added to substantial completion. I have attached project notes and dates below that document the following narrative.

WCCI was on schedule on this project as of May 13, 2021. That is the first date that Black Hills Energy's subcontractor Granite Peak was on site to replace the existing gas main that was in conflict with the proposed storm sewer laterals and catch basins on the south side of Industrial Avenue. Granite Peak would remain onsite from this date until the evening of June 24<sup>th</sup>. That is a total of 42 days that they inhibited linear progress on the project. WCCI felt that it was undue to request the full 42 days as we were able to complete a small amount of work in the first week. BHE through their subcontractor had stated before their work began that it would take approximately 21 days to complete the gas main. WCCI scheduled and planned around that initial estimate of 21 days. WCCI planned to be back onsite the 3<sup>rd</sup> of June to begin work again, but due to a much slower construction schedule by BHE it was June 25<sup>th</sup> before WCCI could have access to the site. (7 additional days requested)

On July 7<sup>th</sup> WCCI was re-grading the intersection of Industrial and Oak St. when a Spectrum line was encountered in what would be the proposed base grade. It also became apparent at this time that Spectrum's cable boxes would be in the curb line. WCCI would wind up working around and shutting down due to Spectrum and their subcontractor Full Rod Construction's activities to bore in a new line in sections and relocate boxes. (1 additional day requested)

On July 28<sup>th</sup> WCCI began pouring curb and gutter. On July 29<sup>th</sup> it became apparent that many of the property owners along the project were not happy with the curb profile that was chosen for the project. They began to voice concerns and WCCI directed them to WLC and/or the City of Casper. On July 30<sup>th</sup> WCCI was directed by WLC to continue pouring curb and gutter, but to accommodate property owners' requests of lower back curb as we

began pouring. This changed WCCI plan to machine pour any more curb because of the altered profile. On August 3<sup>rd</sup> WCCI, WLC, and Ethan Yonker from the City of Casper met with property owners to listen to concerns and what they were wanting for driveways or entrances. WLC produced a drawing with proposed areas of reduced height curb that included some R&R and some that had not yet been poured. Also on August 4<sup>th</sup>, WCCI produced pricing along with a request for additional days for these areas. However, from this point until August 31<sup>st</sup> there were additional requests from property owners that continued to trickle out and slow down a linear progression of the project. Areas such as the R&R at Prazma was discussed for several weeks' worth of progress meetings before a final decision was made on how to progress in this area. While it may be hard to identify a direct number of days that this affected the completion of the project it is undeniable that information changes on a continual basis have a negative impact on work progression. (6 additional days requested).

September 5<sup>th</sup> WCCI started working to install the inlet in the parking lot of Decker. It had been previously pointed out that WCCI should have requested time for this item when it was priced, however WCCI would point to an email dated August 4<sup>th</sup> from Josh Owens that said to ignore the pricing request as this work would be done on existing unit prices, but was requested again for pricing on August 12<sup>th</sup>. There was confusion on this item and how it was being paid through (3 additional days requested).

On September 9<sup>th</sup> WCCI began to resaw cut and roto mill areas that would require additional patch back caused by the grade changes in the street. These areas had previously been cut and graded and had to be reworked due to this addition. In addition, the patch back area at Decker was moved back 10' and 5' in respective areas. On September 21<sup>st</sup> WCCI subcontractor G&G was pouring concrete patch back at Dennis Supply. WLC instructed them to stop as there would be additional patch back in this area as they were pouring (2 additional days requested).

On September 23<sup>rd</sup> WCCI received an email in regards to a proposed inverted manhole ring and cover near Dennis Supply. The asphalt coverage over this manhole lid due to regrade was less than 4". WCCI had discussed the use of an inverted ring and cover in a progress meeting on September 14<sup>th</sup> with all parties present. WCCI local supplier for the material was having issues getting the inverted ring and cover. WCCI sent someone to Cheyenne to pick up the lid on September 21<sup>st</sup>. This caused yet another delay in finishing the project as WCCI had to come up with and get a plan approved to pour the final diamonds (2 additional days requested).

In addition to delays noted above that were beyond WCCI control WCCI would like to point out that BHE delay created major issues on this project. With their timeline stretching further and further WCCI was stretched on projects for other owners. WCCI had created and was on schedule to finish this project by early August even with a 21-day delay by BHE. When this delay stretched to double that it forced WCCI to change and move crews. Had we known this would be an issue coming in WCCI would have changed work load and crew

strategies early on. I understand that the City does not like to hear this as an excuse, however, it is not in our control in any way to push a utility contractor to work faster. The city carries that stick, WCCI as a contractor does not.

WCCI is requesting that 21 additional calendar days be granted. If you have questions or would like more information, please feel free to reach out.

Caleb Coleman

RESOLUTION NO. 21-172

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 3 TO THE AGREEMENT WITH WAYNE COLEMAN CONSTRUCTION, INC., FOR FINAL QUANTITY ADJUSTMENTS FOR THE INDUSTRIAL AVENUE DRAINAGE AND SURFACING IMPROVEMENTS – SPRUCE TO ELM, PROJECT NO. 19-068.

WHEREAS, the City of Casper desires to change the scope of work and related compensation for final quantity adjustments for the Industrial Avenue Drainage and Surfacing Improvements from Spruce Street to Elm Street, Project No. 19-068; and,

WHEREAS, Wayne Coleman Construction, Inc., is able and willing to provide those services specified as Change Order No. 3 to the Agreement for final quantity adjustments for the Industrial Avenue Drainage and Surfacing Improvements – Spruce to Elm, Project No. 19-068, and further described therein.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, Change Order No. 3 to the Agreement with Wayne Coleman Construction, Inc., for final quantity adjustments for the Industrial Avenue Drainage and Surfacing Improvements – Spruce to Elm, Project No. 19-068, for those services.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the Agreement, equal to a total Change Order No. 3 amount not to exceed Fifteen Thousand, Two Hundred Twenty and 00/100 Dollars (\$15,220.00), for a total price not to exceed Four Hundred Thirty-Four Thousand, Two Hundred Forty-Eight and 41/100 Dollars (\$434,248.41).

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

(Industrial Avenue Drainage and Surfacing Improvements – Spruce to Elm, Project No. 19-068)



ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation


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

\_\_\_\_\_  
Steven K. Freel  
Mayor



November 23, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Alex Sveda, P.E., City Engineer  
Terry Cottenor, Engineering Technician

SUBJECT: Authorizing a Final Acceptance Certificate with Wyoming Department of Transportation for the Morad Park to Walmart Trail.

**Meeting Type & Date**

Regular Council Meeting  
December 7, 2021

**Action type**

Resolution

**Recommendation**

That Council, by resolution, authorize the Final Acceptance Certificate with the Wyoming Department of Transportation (WYDOT) for the Morad Park to Walmart Trail, Project No. 18-050.

**Summary**

On May 4, 2021, JTL Group Inc., dba Knife River (Knife River), was awarded the contract with the City of Casper for the Morad Park to Walmart Trail, Project No. 18-050. The project involved constructing a new multi-use detached concrete pathway from Morad Park to the west side Walmart. Funding in the amount of \$220,325.60 was awarded to the City of Casper through WYDOT's Transportation Alternative Program (TAP) for this work.

On August 19, 2021, the City of Casper accepted that the project had been completed in accordance with the plans and specifications. WYDOT's TAP program requires local public agencies to submit a certificate of project completion to WYDOT prior to reimbursement of the final 10% of project funds. City staff has reviewed the Final Acceptance Certificate and recommends Council authorization.

**Financial Considerations**

N/A

**Oversight/Project Responsibility**

Terry Cottenor, Engineering Technician, Public Services

**Attachments**

Resolution

Final Acceptance Certificate

## Final Acceptance Certificate

### Project Information

Project Number:	CD19201	Project Sponsor:	City of Casper
Project Name:	Morad Park to Walmart Trail	Contact Name:	Terry Cottenoir
Project Amount:	\$220,325.60	Telephone number:	307-235-8341
Match:	20%	Email Address:	tcottenoir@casperwy.gov
CFDA #:	20.205		

### Instructions

Local Public Agencies (LPAs) are required to submit a certification of project completion to WYDOT prior to reimbursement of the final 10% of project funds. To do so, the LPA must provide the following attachment and information:

**\*\*\*Failure to attach the required documents may result in a delay of project.\*\*\***

### Required Attachments

***\*Proof of forty day advertisement for final settlement and project completion***

### Please fill-in the sections highlighted in gray

City of C the aforementioned project has been completed in accordance with the plans and specifications dated:

August 19, 2021

and agrees to accept full maintenance thereof, this

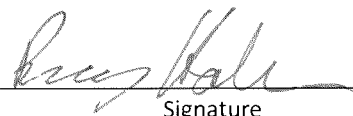
7th day of December

2021 .

Chairman of governing body, Signature

Attest Signature

The aforementioned project has been designed and constructed according to accepted engineering and architectural standards.

  
Signature

WLC Engineering and Surveying

Name of Architectural or Engineering Firm

12736

License Number (if applicable)

Bradley Holwegner

Printed Name

The aforementioned project is accepted as complete as certified above by the sponsoring entity and its professional consulting engineer and is hereby approved for final payment.

WYDOT

Once completed, email a copy of this signed document along with the supporting documentation to your WYDOT LGC Contact.

RESOLUTION NO. 21-173

A RESOLUTION AUTHORIZING A FINAL ACCEPTANCE CERTIFICATE WITH THE WYOMING DEPARTMENT OF TRANSPORTATION FOR THE MORAD PARK TO WALMART TRAIL.

WHEREAS, the City of Casper constructed a new concrete pathway from Morad Park to the west side Walmart; and,

WHEREAS, funding in the amount of Two Hundred Twenty Thousand Three Hundred Twenty-Five Dollars and 60/100 (\$220,325.60) was awarded to the City of Casper through the Wyoming Department of Transportation's Transportation Alternatives Program; and,

WHEREAS, the Wyoming Department of Transportation's Transportation Alternative Program requires that Local Public Agencies submit a certificate of project completion prior to reimbursement of the final ten percent (10%) of project funds.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute the Wyoming Department of Transportation's Final Acceptance Certificate for this project.

BE IT FURTHER RESOLVED: That either the City Manager or the Public Services Director for the City of Casper, are hereby authorized to act as the authorized representatives of the City of Casper, to act on behalf of the Casper City Council on all matters relating to this certificate.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

  
\_\_\_\_\_


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

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

\_\_\_\_\_  
Steven K. Freel  
Mayor

November 23, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Bruce Martin, Public Utilities Director  
Alex Sveda, P.E., City Engineer  
Ethan Yonker, P.E., Associate Engineer

SUBJECT: Authorizing a Contract for Professional Services with WLC Engineering, Surveying, and Planning, Inc. in the amount of \$99,985.00 for the Derington Addition Watermain Replacements, Project No. 20-045.

Meeting Type & Date:

Regular Council Meeting  
December 7, 2021

Action Type:

Resolution

Recommendation:

That Council, by resolution, authorize a contract for professional services with WLC Engineering, Surveying, and Planning, Inc. in the amount of \$99,985.00 for the Derington Addition Watermain Replacements, Project No. 20-045.

Summary:

The City is working on the replacement of zone 2 and zone 3 waterlines located in the Derington Addition, generally between 6<sup>th</sup> Street, 10<sup>th</sup> Street, Nebraska Avenue, and Country Club Road.

The City Engineering department requested proposals from local consultants for construction administration services for the Derington Addition Watermain Replacements. Their services include bidding services, construction observation, construction management, and project completion services.

Six firms submitted proposals for this work and three were interviewed by a selection committee. Based on the proposal, interview, and fee proposal, the selection committee selected WLC Engineering, Surveying, and Planning, Inc. as the consultant for this project.

Financial Considerations

Funding for this project will be from 1%16 funds allocated to water main replacement and 1%16 fund allocated to Streets.

Oversight/Project Responsibility

Ethan Yonker, P.E., Associate Engineer  
Alex Sveda, P.E., City Engineer

Attachments  
Resolution  
Agreement

## **CONTRACT FOR PROFESSIONAL SERVICES**

### **PART I - AGREEMENT**

This Contract for Professional Services ("Contract") is entered into on this 16<sup>th</sup> day of November, 2021, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").
2. Worthington, Lenhart, and Carpenter, Inc., 200 Pronghorn Drive, Casper, Wyoming 82601 ("Consultant").

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

### **RECITALS**

A. The City is undertaking a project for utility replacements and roadway improvements in the Derington Addition.

B. The project requires professional services for the construction administration services for the utility replacements and roadway improvements.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Consultant for such services.

**NOW, THEREFORE**, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

#### **1. SCOPE OF SERVICES:**

The Consultant shall perform the following services in connection with and respecting the project:

##### **A. Perform Contract Administration and Construction Services.**

1. Consultant shall provide a Resident Project Representative as described in "Exhibit A", attached hereto and hereby made part of this Contract.
2. The Consultant shall provide services as described in "Exhibit B", the proposal from WLC dated October 8, 2021, attached hereto and hereby

part of this Contract.

2. TIME OF PERFORMANCE:

The construction administration services of the Consultant shall be undertaken by December 1, 2021 and completed on or before November 30, 2022.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with "Exhibit C", the fee proposal from WLC provided October 8, 2021, based on time and services actually provided in accordance with the fee schedule, not to exceed a sum of Ninety-Nine Thousand Nine Hundred Eighty-Five Dollars (\$99,985.00).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Consultant to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Consultant pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Consultant's authorized representatives.

The City and the Consultant each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

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

APPROVED AS TO FORM

Wallie Tremel

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

Fleur Tremel  
City Clerk

Steven K. Freel  
Mayor

WITNESS

CONSULTANT  
Worthington, Lenhart, and Carpenter, Inc.

By: Brad Holwegner  
Printed Name: Brad Holwegner  
Title: Project Manager

By: Gregory L. Biggs  
Printed Name: GREGORY L. BIGGS  
Title: WLC TREASURER



## **CONTRACT FOR PROFESSIONAL SERVICES**

### **PART II - GENERAL TERMS AND CONDITIONS**

#### **1. TERMINATION OF CONTRACT:**

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant are determined.

#### **2. CHANGES:**

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the City and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by City.

#### **3. ASSIGNABILITY:**

The Consultant shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to the Consultant from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

#### **4. AUDIT:**

The City and its representatives shall have access and obtain at its discretion, copies to any books, documents, papers, electronic data and records of the Consultant, which are pertinent to this Contract. The Consultant shall immediately, upon receiving written instruction from the City, provide to any independent auditor or accountant all books,

documents, papers, electronic data and recordings of the Consultant which are pertinent to this Contract. The Consultant shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the City.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Consultant under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this agreement, they will be turned over to the City provided that, in any case, the Consultant may, at no additional expense to the City, make and retain such additional copies thereof as Consultant desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Consultant be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant without the prior written consent of the City.

8. GOVERNING LAW AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Seventh Judicial District, Natrona County, Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal

governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any Subconsultant to perform any services in the scope of this project, unless the Subconsultant is approved in writing by the City. Any approved Subconsultant shall be paid by the Consultant.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to the commencement of work**, Consultant shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its Subconsultants, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.

3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
  4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Million Dollars (\$2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars (\$2,000,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.
- C. *Higher Limits.* If the Consultant maintains broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

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

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this Contract, the Consultant's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Consultant as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

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

5. *Deductibles and Self-Insured Retentions*

Consultant has two options regarding deductibles and self-insured retentions:

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed ~~Ten~~<sup>Fifty</sup> Thousand Dollars (\$10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed ~~Ten~~<sup>Fifty</sup> Thousand Dollars (\$10,000), and the City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- b. Option 2: Consultant shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Consultant is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Consultant shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*

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

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

for a minimum of *five (5)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all Subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from Subconsultants.

10. *Special Risks or Circumstances*

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

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

12. INTENT:

Consultant represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Consultant shall perform all of the services for the compensation set forth in this Contract. Consultant also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Consultant agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

13. WYOMING GOVERNMENTAL CLAIMS ACT:

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

14. NO THIRD PARTY BENEFICIARY RIGHTS:

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

15. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

16. ELECTRONIC SIGNATURES:

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected

to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.



EXHIBIT A  
TO  
CONTRACT FOR PROFESSIONAL SERVICES

DUTIES, RESPONSIBILITIES, AND LIMITATIONS OF  
AUTHORITY OF THE RESIDENT PROJECT REPRESENTATIVE

Consultant shall furnish a Resident Project Representative (RPR), assistants and other field staff to assist Consultant in observing performance of the work of Consultant(s). The duties and responsibilities of the RPR are limited to those of Consultant in Consultant's agreement with the Owner and in the construction Contract Documents, and are further limited and described as follows:

A. General

RPR is Consultant's agent at the site, will act as directed by and under the supervision of Consultant, and will confer with Consultant regarding RPR's actions. RPR's dealings in matters pertaining to the on-site work shall in general be with Consultant and Contractor keeping Owner advised as necessary. RPR's dealings with Subcontractors shall only be through or with the full knowledge and approval of Contractor. RPR shall generally communicate with Owner with the knowledge of and under the direction of Consultant.

B. Duties and Responsibilities of RPR.

1. Schedules. Review the progress schedule, schedule of Shop Drawing submittals, and schedule of values prepared by Contractor and consult with Consultant concerning acceptability.
2. Conferences and Meetings. Attend meetings with Contractor, such as preconstruction conferences, progress meetings, job conferences, and other project-related meetings, and prepare and circulate copies of minutes thereof.
3. Liaison.
  - a. Serve as Consultant's liaison with Contractor, working principally through Contractor's superintendent and assist in understanding the intent of the Contract Documents; and assist Consultant in serving as Owner's liaison with Contractor when Contractor's operations affect Owner's on-site operations.
  - b. Assist in obtaining from Owner additional details or information, when required for proper execution of the Work.
4. Shop Drawings and Samples.
  - a. Record date of receipt of Shop Drawings and samples.

- b. Receive samples that are furnished at the site by Contractor, and notify Consultant of availability of samples for examination.
  - c. Advise Consultant and Contractor of the commencement of any Work requiring a Shop Drawing or sample if the submittal has not been approved by Consultant.
- 5. Review of Work, Rejection of Defective Work, Inspections, and Tests.
  - a. Conduct on-site observations of the Work in progress to assist Consultant in determining if the Work is in general proceeding in accordance with the Contract Documents.
  - b. Report to Consultant whenever RPR believes that any Work is unsatisfactory, faulty, or defective, or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test, or approval required to be made; and advise Consultant of Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
  - c. Verify that tests are conducted in the presence of appropriate personnel, and observe, record, and report to Consultant appropriate details relative to the test procedures.
  - d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections, and report to Consultant.
- 6. Interpretation of Contract Documents. Report to Consultant when clarifications and interpretations of the Contract Documents are needed and transmit to Contractor clarifications and interpretations as issued by Consultant.
- 7. Modifications. Consider and evaluate Contractor's suggestions for modifications in Drawings or Specifications and report with RPR's recommendation to Consultant. Transmit to Contractor decisions as issued by Consultant.
- 8. Records.
  - a. Maintain orderly files for correspondence, reports of job conferences, Shop Drawings and samples, reproductions of original Contract Documents including all Work Directive Changes, Addenda, Change Orders, Field Orders, additional Drawings issued subsequent to the execution of the Contract, Consultant's clarifications and interpretations of the Contract Documents, progress reports, and other Project related

documents.

- b. To the extent permitted by RPR's presence on the site the Consultant shall, keep a diary or logbook, recording Contractor hours on the job site, weather conditions, data relative to questions of Work Directive Changes, Change Orders, or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to Consultant.
- c. Record names, addresses, and telephone numbers of all Contractors, Subcontractors, and major suppliers of materials and equipment.

9. Reports.

- a. Furnish Consultant periodic reports as required of progress of the Work and of Contractor's compliance with the progress schedule and Schedule of Shop Drawing and sample submittals.
- b. Consult with Consultant in advance of scheduled major tests, inspections, or start of important phases of the Work.
- c. Draft proposed Change Orders and Work Directive Changes, obtaining backup material from Contractor and recommend to Consultant Change Orders, Work Directive Changes, and Field Orders.
- d. Report immediately to Consultant and Owner upon the occurrence of any accident.

10. Payment Requests. Review applications for payment with Contractor for compliance with the established procedure for their submission and forward with recommendations to Consultant, noting particularly the relationship of the payment requested to the schedule of values. Work completed and materials and equipment delivered at the site but not incorporated in the Work.

11. Completion.

- a. Before Consultant issues a Certificate of Substantial Completion, submit to Contractor a list of observed items requiring completion or correction.
- b. Conduct final inspection in the company of Consultant, Owner, and Contractor and prepare a final list of items to be completed or corrected.
- c. Observe that all items on final list have been completed or corrected and make recommendations to Engineer concerning acceptance.

C. Limitations of Authority.

Resident Project Representative:

1. Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by Consultant.
2. Shall not exceed limitations of Consultant's authority as set forth in the Agreement or the Contract Documents.
3. Shall not undertake any of the responsibilities of Contractor, Subcontractors, or Contractor's superintendent.
4. Shall not advise on, issue directions relative to, or assume control over any aspect of the means, methods, techniques, sequences, or procedures of construction unless such advice or directions are specifically required by the Contract Documents.
5. Shall not advise on, issue directions regarding, or assume control over safety precautions and programs in connection with the Work.
6. Shall not accept Shop Drawing or sample submittals from anyone other than Contractor.
7. Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specially authorized by Consultant.

EXHIBIT "B"

# Engineering Construction Administration for DERINGTON ADDITION WATERMAIN REPLACEMENT

October 8, 2021



**Submitted By:**  
*WLC Engineering & Surveying*



**Submitted To:**  
*City of Casper*

Casper

Rawlins

CASPER  
200 PRONGHORN  
CASPER, WY 82601  
P: 307-266-2524

October 08, 2021

Mr. Ethan Yonker, P.E.  
City of Casper  
200 North David Street  
Casper, Wyoming 82601

RE: Engineering Construction Administration for the Derington Addition Watermain Replacements Project No. 20-045

Mr. Yonker & Selection Committee:

WLC Engineering and Surveying (WLC) is excited to submit our proposal in response to the City of Casper's Derington Addition Watermain Replacements Project. As you know from experience with our firm, WLC is a Casper-based full-service surveying, civil engineering and GIS firm serving clients since 1948.

After thoroughly reading the RFP, holding initial conversations with City staff, and making several site visits, WLC has a strong understanding of the project and potential opportunities and challenges. As the engineer for the design and construction administration on the Ridgecrest Zone II & III Waterline Replacements project, WLC is deeply familiar with the responsibilities of the Resident Project Representative, how to represent the City throughout the project, and the high standards the water and public works departments are seeking. Therefore, working with WLC offers opportunities for more efficient processes and greater success.

In working on the Ridgecrest Waterline project, WLC had the opportunity to assist the City in the development and implementation of the Resident Communication Plan. As you are aware, communication is key to any successful project, especially in working in residential areas. WLC looks forward to working with the contractor and city to organize and host a project kickoff meeting to inform residents of the challenges they will be facing during the construction process. WLC will work with the contractor to ensure the communication plan is followed from start to finish and attempt to minimize impacts to property owners.

WLC focuses on identifying opportunities and addressing challenges as soon as possible. Bringing up and working through challenges quickly minimizes change orders and hassles later, as well as maximizes the available budget. While it is our responsibility to discuss any challenges with you, we will work as an integrated part of your team ultimately letting you make vital project decisions. As you will read in our proposal, our initial site visits provided insight into the existing site conditions of the area. Having completed the Country Club Road Improvements project in 2016, WLC has an extensive knowledge of the infrastructure throughout the area.

It is our understanding that this project has not yet gone through the bidding process and the City will work with the chosen firm to finalize bidding documents. We feel that this is a great opportunity to work with the City of Casper to help generate a more complete set of bidding documents generated from both organization's years of experience and to form a more cohesive partnership heading into construction.

We look forward to the opportunity to discuss our approach and your project further in an interview. Please feel free to contact me with any questions or requests for additional information. Thank you again for the opportunity to propose.

Sincerely,  
WLC Engineering & Surveying

Brad Holwegner P.E.  
Project Manager



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## Project Contact Information:

WLC Engineering, Surveying & Planning  
Brad Holwegner, P.E.  
200 Pronghorn St.  
Casper, WY 82601  
(307) 266-2524  
bholwegner@wlcwyo.com



# WLC ADVANTAGES

## CITY OF CASPER WATER EXPERIENCE

WLC has provided water design and construction services on hundreds of projects throughout our history. Brad Holwegner, PE, has served as Project Manager on many water design and construction projects including the 2015 Miscellaneous Waterline Replacements Country Club Road Improvements and the Ridgecrest Zone II and III Waterline Improvements Project for the City of Casper. Through these projects, we have gained new and relevant experience and refined our awareness of the City of Casper's Water & Public Works Departments' preferences and specifications. Additionally, we have a historically strong working relationship with the City and are experienced with your processes and standards. Coupled with our experience working on hundreds of water projects, WLC provides a strong record in successful design and construction services.

## CONSTRUCTION ADMINISTRATION EXPERIENCE

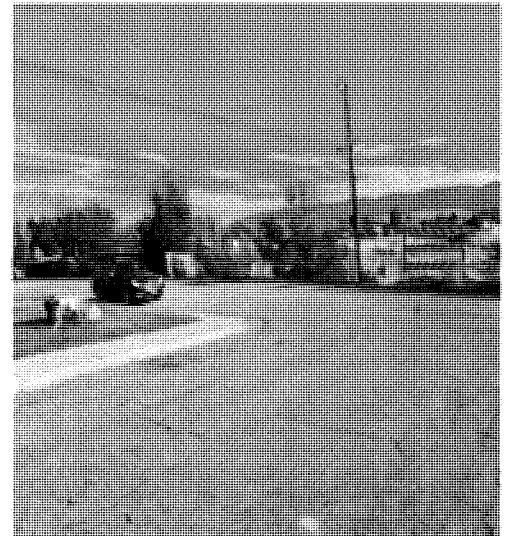
We understand that construction observation and administration continues to be critical to the City receiving quality and sustainable work. In this role, WLC's goal is to serve as your advocate, make you aware of any existing or potential issues, and ensure you get what you're paying for.

By working on several similar City of Casper projects, we have refined our construction administration services procedures. Field documents are submitted to the project manager prior to the days end and all documents are reviewed before the end of the day. Internal procedures for reporting material testing make results available as soon as the technician returns from the field. These documents are uploaded to our online system that allows the City to login and view all documentation related to the project. This makes this information available to the City and team very quickly.

WLC's construction observers have strong relationships with contractors in and around Casper. Therefore, many of the issues and problems that arise are managed and mitigated in the field in an effort to avoid wasting the City's time or interject the City staff into a situation that your Resident Project Representative should manage. However, we will continue to keep the City updated on all project matters.

## MATERIALS TESTING COST SAVINGS & EFFICIENCIES

Ms. Velasquez is also an experienced materials tester for WLC. Assigning her to this project may provide cost savings opportunities by not having to wait for another firm or person to complete testing responsibilities. Additionally, she can read and analyze field test results quickly on site and avoid delaying work progress allowing for a potential cost savings to you as the Owner.





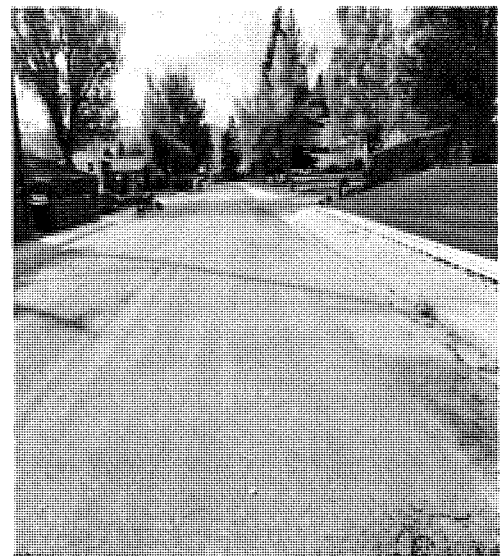
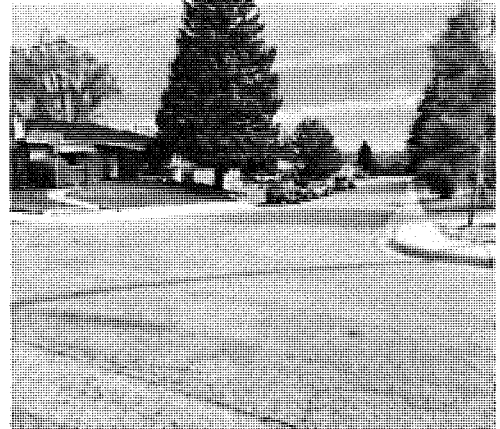


# PROJECT APPROACH

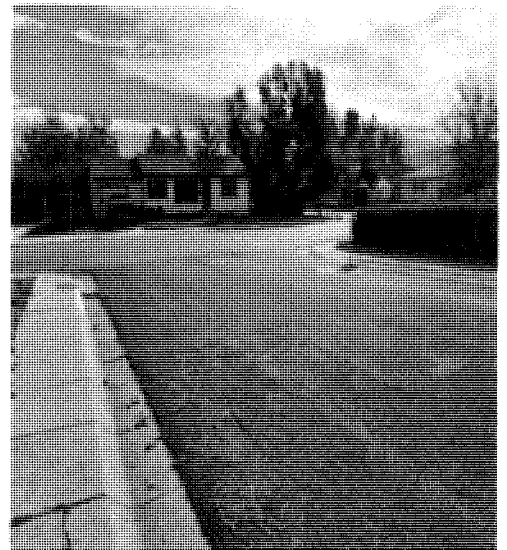
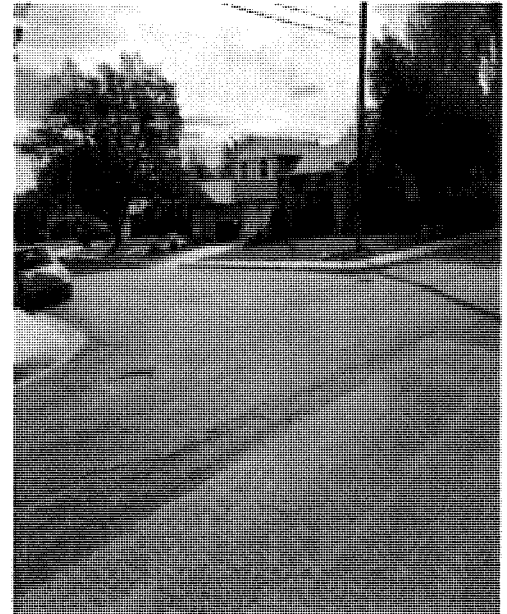
WLC will operate as a fully integrated member of your team, acting as a seamless and transparent extension of the City for the management of both stakeholders and agencies. We serve as your advocate on project matters while operating within the parameters established by the City that allow you to retain overall direction and control of the project. Keeping your goals and objectives paramount, WLC works to deliver timely, cost-effective, and high-quality services.

Critical elements to our approach include:

- Pre-Project site visits are critical in any rehabilitation project. In conducting pre-project site visits, WLC observed the existing condition of the surfacing throughout the project. With the possibility of poor subgrades in the area, based upon existing surfacing conditions and geotechnical report, WLC will work with the contractor in an attempt minimize damage to the existing surfacing outside of the waterline trench envelope. As this project also includes full width reconstruction, we have identified Nebraska Avenue, between 9th and 8th Streets, as an area needing additional coordination between the City, contractor and home owners. As shown in the design plans there is a noticeable dip in Nebraska Avenue that the City is looking to correct. With adjacent existing retaining walls, fences and light poles, WLC will assist the contractor in minimizing impacts to the surrounding properties when performing the area improvements. As part of our scope of work we will look to provide survey of the curbwalk and driveways to help the contractor establish an improved flowline and work with the homeowners to minimize impact to their properties.
- Pre-construction conference - immediately following the award of the project, a pre-construction conference will be scheduled and facilitated to actively involve WLC, the Contractor, and the City. During the pre-construction conference, the project team will review the project scope, identify any specific Contractor, Engineer, or Owner concerns, review the Contractor's proposed schedule, identify specific roles and procedures, and determine immediate Contractor requests. The Resident Communication Plan provided by the contractor will be reviewed and discussed at this meeting. WLC will assist the contractor in planning and executing the public meeting prior to construction. Involving the residents affected by the construction up front will lead to a more successful project.
- An experienced Project Manager – an active member of the team, who, along with the other team members, strongly values quality and service to the client. The project manager will be the main point of contact with the City, oversee the RPR, and monitor tasks and budget of the project. WLC takes pride in having the Project Manager actively involved in each project with a weekly on-site presence. This on-site presence will make it easier to work through encountered challenges and the ability to look for cost savings should opportunities arise.
- Cost control monitoring systems – cost control is managed through our real time accounting system on a sub-task basis allowing the Project Manager instant access to the breakdown of project costs and budget. Variances of costs and effort along with quantity projections are tracked so that variances can be detected before the overall budget is jeopardized.



- **Communication** - a communication plan including procedures, such as at what point and how the City wants to be notified of potential issues, will be outlined and crucial for the effective management of time and acceptability of work throughout the project. Our Project Manager will communicate with the City's Project Manager on a regular basis, to coordinate the work effort and resolve potential issues. Additionally, as a means of allowing better access to the daily diaries, WLC has established a system that allows the City to login and view all project diaries and meeting notes throughout the project. It is essential that the communication plan be designed with the full involvement of all parties. The basic elements of the plan can be summarized as follows:
  - Confirmation of lead representatives and the communication funnel for each member organization
  - Agreements on the project schedule and responsibilities
  - Establishment of protocols for decision-making, task, and project direction
  - Identification of information critical to City staff
  - Implementation of Resident Communication Plan
- **Quality control measures** - are implemented so that a high standard of quality will be maintained throughout the project. Quality is achieved by individuals carefully performing their work and in-house peers checking and reviewing the completeness and accuracy of that work. WLC's quality control program ensures that all items produced are reviewed appropriately.





## SCOPE OF WORK

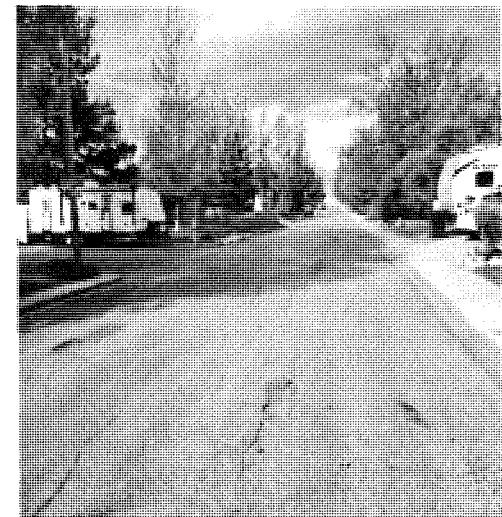
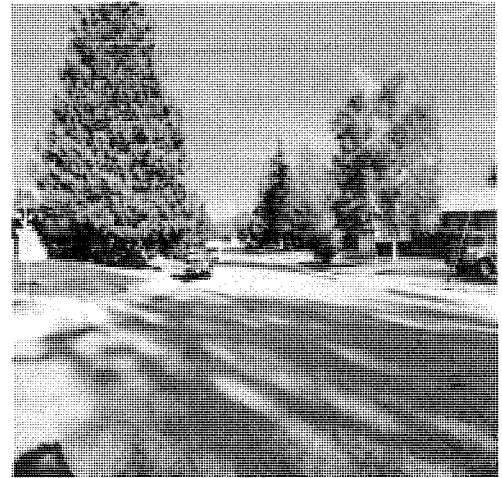
WLC has extensive experience managing construction projects and has completed hundreds of projects for the City of Casper and other local agencies. WLC takes pride in effectively working through issues that arise during construction with the best interest of the stakeholders in mind. WLC is not afraid of conflict with the Contractor and has a reputation of being able work through conflicts to solve the problem as quickly and efficiently as possible. Having recently completed several projects of this same nature for the City of Casper, WLC has perfected our construction administration services procedures to maximize communication with City representatives and allow for a successful run project. As shown in the construction plans, this project will impact many residential homes making communication a critical element throughout the project. WLC has completed pre-project site visits and is aware of the challenges this project may present and has anticipated possible solutions to assist with daily construction activities. Having completed the Country Club Road Improvements project in 2016, WLC has an extensive knowledge of the infrastructure throughout the area, including the multiple waterlines of varying zones in some streets. Our upfront knowledge of the area and project records allow us an advantage in working through utility conflicts when encountered. As part of this proposal, WLC has generated a construction cost estimate based upon the provided design drawings and recent project bid tabulations as an additional resource for the City's use as shown in Exhibit 1, located in Appendix A. The following is our scope of services that will allow for another successful City of Casper project.

### GENERAL ADMINISTRATION OF CONSTRUCTION CONTRACT

*City's* *deleted xxx.*  
WLC will consult with and advise the City of Casper and act as the City of Casper's representative as provided in Articles 1 through 17, inclusive, of the Standard General Conditions of the Construction Contract, No. 1910-8 (1996 Edition) of the Engineer's Joint Contract Documents Committee, as amended by the Supplementary Conditions. The extent and limitations of the duties, responsibilities and authority of WLC, as assigned in said Standard General Conditions, as amended, shall not be modified, except as Consultant and the City of Casper may otherwise agree in writing. All of the City of Casper's instructions to Contractor(s) will be issued through WLC who will have the authority to act on behalf of the City of Casper to the extent provided in the said General Conditions, as amended, except as otherwise provided in writing. WLC will meet with the City of Casper throughout construction as deemed necessary by WLC or the City of Casper, but not less than once per week. Having completed many recent projects using the City's project documents, WLC has expert knowledge of all contractual documents.

### PRE-CONSTRUCTION CONFERENCE

Prior to the Contractor beginning work, it is required that a pre-construction meeting be held to identify any specific Contractor, Engineer, public utility or Owner concerns; review the Contractor's proposed schedule; identify specific roles and procedures; and determine immediate Contractor requests. WLC will work with the City to deliver not more than five (5) copies of the contract documents to the successful bidder at this meeting. WLC will prepare the meeting agenda and prepare meeting minutes for distribution. The meeting minutes become part of the contract documents.





# SCOPE OF WORK

The Pre-Construction Conference will also include a review of the contractor's Resident Communication Plan. As part of the Ridgecrest Zone II and III Waterline Project, we assisted the City in development of the plan's requirements and were able to put it into action. We will work with the contractor, the residents and the City to organize a public meeting prior to the start of construction. The pre-project public meeting will include visual aids, a work schedule, examples of contractor work attire and communication protocols. In these types of projects, communication with the residents is key to its success, as their daily routines are interrupted for an extended period of time.

## PROJECT COORDINATION

WLC is responsible for coordination with the state and federal agencies and other entities as required to construct the improvements, as well as all affected property owners within the project areas. This will include timely notification of construction activities as necessary and the procurement of all necessary certifications from the appropriate agencies. Having worked on many projects with permitting agencies such as the Department of Environmental Quality (DEQ) it is our experience that alerting them of any project changes effecting capacity prior to installation is necessary. Communicating changes to the DEQ during the project allows for better more accurate record drawings and smooth completion of the required project Certificate of Final Completion.

## VISITS TO SITE & OBSERVATION OF CONSTRUCTION

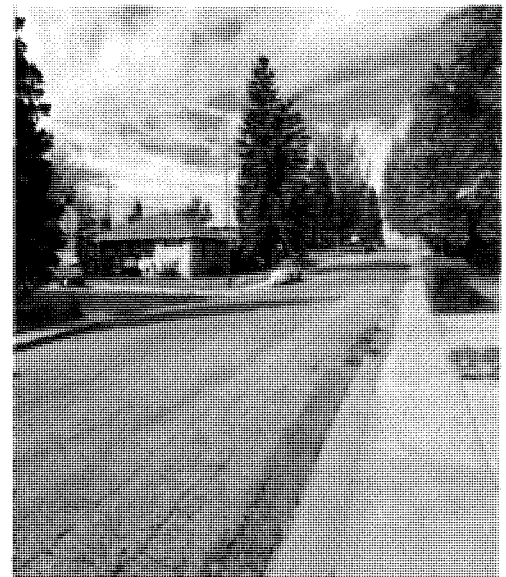
### *Resident Project Representative (RPR)*

To provide continuous observation of the work on this project, WLC will provide the RPR services as described in Exhibit "A" of the RFP. Based on information obtained during our visits and from our observations, WLC will determine if the work is proceeding in accordance with the contract documents and will keep the City of Casper informed on the progress of the work. The RPR will be on site for an average of nine (9) hours per day, depending on the activities of the Contractor and the progression of the work.

**WLC's visits by the RPR at the job site will enable WLC to carry out the duties and responsibilities assigned to, and undertaken, by WLC during the construction phase. Our experienced RPR reviews contract documents prior to construction to better anticipate possible issues or opportunities that may arise during construction.**

### *Project Manager Site Visits*

WLC's Project Manager, Brad Holwegner, will make periodic visits to the construction site. Visits will be at intervals appropriate to the various stages of construction to observe the progress and quality of the contractor's work. WLC maintains constant involvement with their projects and Brad will make a site visit at least once per week and more often as needed.





# SCOPE OF WORK

## *Meetings*

At the pre-construction meeting, WLC will identify a time for on-site weekly progress meetings. WLC's Project Manager and construction observer will be present at each progress meeting. Meeting minutes will be compiled for each meeting. These meetings provide an opportunity for the Contractor to bring up any issues or concerns and to address any Owner or Engineer concerns. The meeting minutes will be provided to all attendees within four (4) days following the meeting.

## *Communication*

With this project communication with adjacent homeowners will be critical to the success of this project. In conducting pre-project site visits, many homeowners will be affected by the construction activities. WLC will work with the contractor to implement the Resident Communication Plan to minimize impact to the surrounding residents allowing efficient construction activities.

## *Daily Diaries*

WLC will prepare detailed daily reports of the Contractor's activities and maintain an accurate daily "construction diary". This is critical and standard practice for WLC. The construction diary will contain notes of material conversations with the Contractor or other entities on behalf of the City of Casper. A copy of which will be provided to the City of Casper no less than once a week during construction. As a means of allowing better access to the daily diaries, WLC will continue to use our internet access point that will allow the City to login and view all of the project diaries and meeting notes throughout the project.

## *Photograph Log*

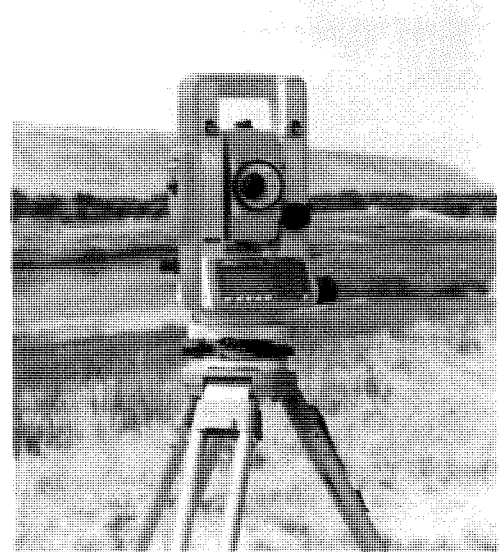
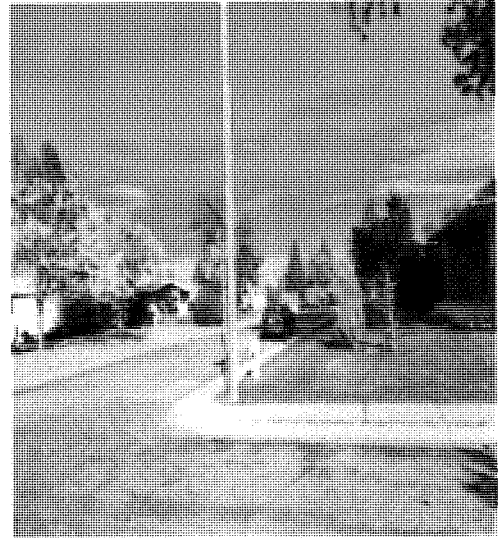
WLC will maintain a photograph log during the course of construction. Photograph notations will contain the direction of the photo, a brief description of the activity and date. The complete photograph log will be delivered to the City of Casper upon completion of the project. Photographs will also be provided with the weekly diary submittals. Photographs will be taken randomly during critical stages of construction, but in no event will they be taken less than once a week. Photos will also be available through the internet access point throughout the project.

## *Correspondence File*

WLC will maintain a correspondence file including but not limited to all memoranda, correspondence, and minutes of the progress meetings. All project documentation will be available for download on the internet access point. Accessible documentation will include Bid Documents, Daily Diaries, Photos, Pre-Construction Meeting information, Material Test Results and Weekly Progress Meeting Minutes.

## *Progress Reports*

In order to track progress of the construction, WLC will prepare weekly progress reports which will be provided to the City of Casper. These reports will include information on major progress during the previous week, assess construction progress with respect to the Contractor's construction schedule, and note any outstanding claims or potential changes in the scope of the project as identified or conveyed to WLC during that week of construction activity. WLC will sign these reports and obtain a signature from the Contractor that he is in agreement.







# SCOPE OF WORK

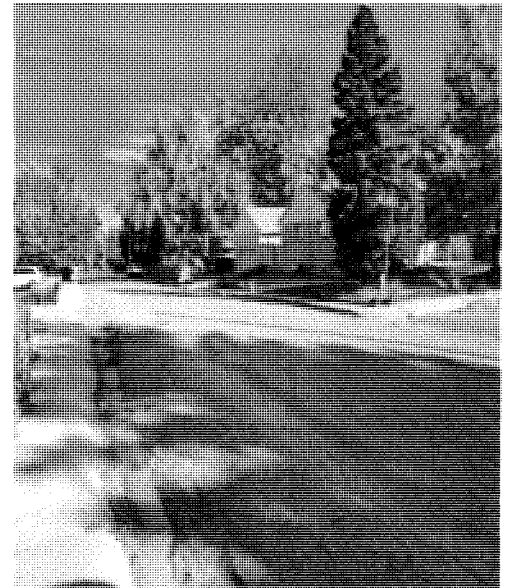
The resident communication plan will play a large role in the success of this project. WLC will work with the contractor to ensure the outlined plan is followed and that the residents are informed and all required signage and identifiable clothing is maintained.

## *Deliverables:*

- *Pre-construction meeting agenda and meeting minutes.*
- *Full time observation.*
- *Daily diaries and reports.*
- *Photograph logs.*
- *Progress meeting minutes.*
- *Assessment of construction progress.*
- *Weekly progress reports.*
- *Internet access point for City access to all project documentation.*

## *Assumptions:*

- *City staff will attend pre-construction and progress meetings.*



## CONSTRUCTION STAKING

WLC will provide fully equipped survey crews for limited construction staking services to the Contractor. WLC's surveying crews will establish horizontal and vertical control for the proposed improvements as necessary. We will work with the contractor to provide staking on curbwalk and approaches as necessary to assist the contractor to determine proper flow direction for replacement areas.

## *Deliverables:*

- *Horizontal and critical vertical control for the improvements.*
- *Curb and Gutter staking to assist in drainage maximization.*

## *Assumptions:*

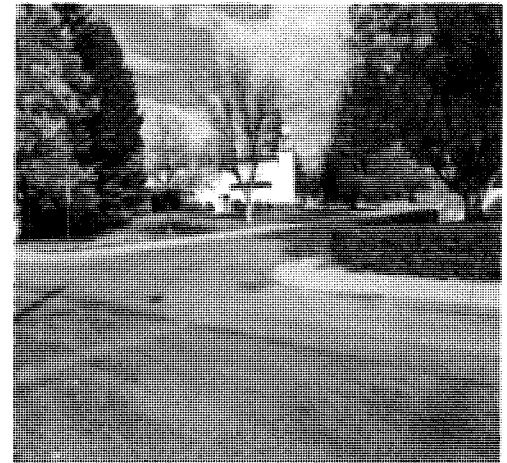
- *All staking will be performed only once, and Contractor will be responsible for additional staking at their cost.*

## DEFECTIVE WORK

During site visits and on the basis of such observations, WLC may disapprove of or reject Contractor(s)' work while it is progress or if WLC believes that such work does not conform to the contract documents or that it will prejudice the integrity of the design concept of the project as reflected in the contract documents.

## *Deliverables:*

- *Constant project observation to review Contractor work.*
- *Disapproval or rejection of Contractor work if WLC determines it does not conform or may prejudice the design.*
- *Immediately inform the City of Casper of rejected or disapproved work.*





# SCOPE OF WORK

## INTERPRETATIONS & CLARIFICATIONS

WLC will issue necessary interpretations and clarifications of the contract documents and in connection therewith evaluate, prepare and process work directive changes and change orders as required, for submittal to the City of Casper.

### *Deliverables:*

- Interpretations and clarifications of contract documents as needed
- Assist in resolution of problems or conflicts.
- Prepare and process work change directives and change orders.

## SHOP DRAWINGS & SUBMITTALS

WLC will review and approve, or take other appropriate action with respect to shop drawings, samples and other data which Contractor is required to submit, but only for conformance with the design concept of the project and compliance with the information given in the contract documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions or programs incident thereto.

### *Deliverables:*

- Review and take action on shop drawings and submittals.

## SUBSTITUTES

WLC will evaluate and determine the acceptability of the substitute materials and equipment proposed by Contractor.

### *Deliverables:*

- Review and evaluate proposed substitutes.

## INSPECTIONS & TESTS

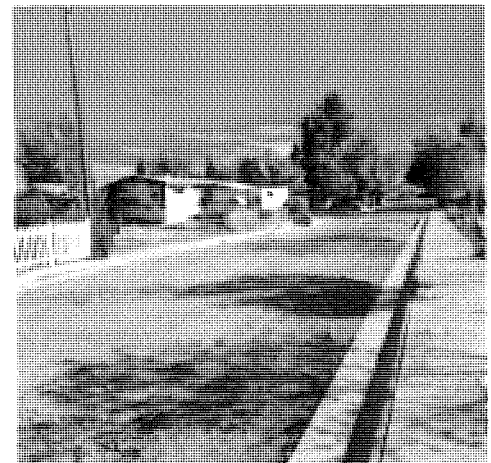
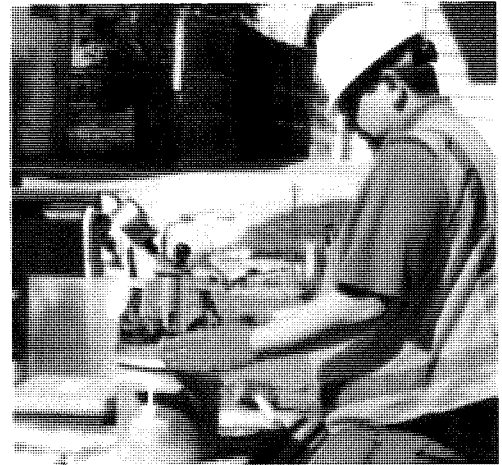
WLC will supply materials testing equipment and personnel to provide materials testing of the waterline trenches, subgrade and base material, and concrete surfacing, at the minimum testing frequencies outlined in the City of Casper Specifications. The Project Manager will be notified of all testing results immediately upon test completion. Should any test result not meet specification, the Project Manager will determine the proper action to remedy the situation, which may include re-working of the material or removal of the defective work. Should any test not meet specification, the City Project Manager will be notified of the result. All test results will be posted on the internet access point for the City to access throughout the project.

### *Deliverables:*

- Test results and diaries.

### *Assumptions:*

- Contractor will be responsible for all costs from any retesting of failing tests.
- Per the new City of Casper Specifications, the Contractor will provide all materials testing for the asphalt.





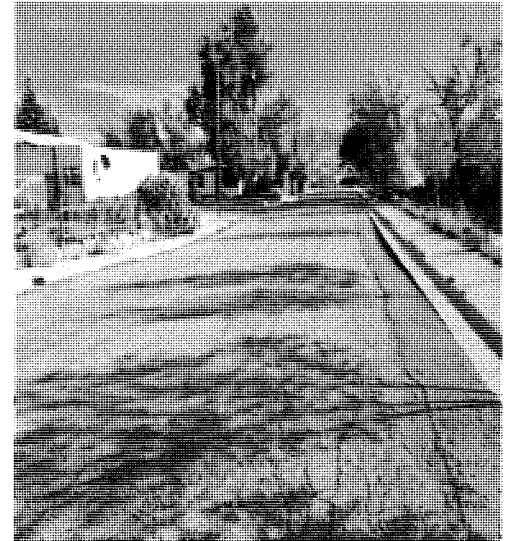
# SCOPE OF WORK

## DISPUTES BETWEEN OWNER & CONTRACTOR

WLC will act as initial interpreter of the requirements of the contract documents and judge of the acceptability of the work thereunder and make decisions on all claims of City of Casper and Contractor relating to the acceptability of the work thereunder or the interpretation of the requirements of the contract documents pertaining to the execution and progress of the work. WLC will not be liable for the results of any such interpretations or decisions rendered in good faith. The City of Casper reserves the right to render final decisions on all Contractor claims, acceptability of work, and interpretation of the requirements of the contract documents. WLC is not afraid of conflict with the Contractor and has a reputation of being able work through conflicts to solve the problem as quickly and efficiently as possible. **WLC will video tape the entire project area prior to the start of construction. Having a video tape of the site prior to construction will assist in the resolution of conflicts that may arise with residents in the condition of the project during or after construction.**

### *Deliverables:*

- Provide initial decisions on claims by the City of Casper or Contractor.
- Provide the City of Casper with video footage of the project area prior to construction.



## APPLICATIONS FOR PAYMENT

Based on WLC's on-site observations and information provided by the RPR, WLC will determine the amounts owed to Contractor and recommend in writing payments to Contractor in such amounts. Such recommendations of the payment will constitute a representation to the City of Casper that the work has progressed to the point indicated, and that, to the best of WLC's knowledge, information and belief, the quality of such work is in accordance with the contract documents. In the case of Unit Price Work, WLC's recommendations of payment will include final determinations of quantities and classifications of such work. WLC will carefully and thoughtfully prepare the Measurement and Payment Section of the Project Manual, to minimize any questions on what are pay items and what are subsidiary items.

### *Deliverables:*

- Provide review and recommendations to the City of Casper on Contractor progress payments.
- Provide the City with project budget progress sheets tracking all quantities throughout the project.

## CONTRACTOR COMPLETION DOCUMENTS

WLC will receive and review tests and approvals which are to be assembled by Contractor in accordance with the contract documents (but such review will only be to determine that their content complies with the requirements of, and in the case of tests and approvals the results certified indicated compliance with, the Contract Documents), and shall transmit them to the City of Casper with written comments.

### *Deliverables:*

- Provide review and recommendations to the City of Casper on Contractor provided tests and approvals.

Our experience working with WLC has been incredibly positive. WLC worked with us to clearly understand our needs and identify innovative ways to address them. During the time we have worked together, WLC has remained communicative, technically and fiscally responsible, as well as deadline and results driven. I am happy to recommend WLC.

Scott Brownell  
Lake Ridge Estates





# SCOPE OF WORK

## WALK-THROUGH

WLC will organize and conduct a walkthrough of the project near its completion and prepare a detailed punchlist of items to be addressed. WLC will conduct a final project review after the Contractor has completed the punchlist items to verify the project is ready for acceptance by the City.

### *Deliverables:*

- *Punchlist.*
- *Letter recommending acceptance once punchlist is satisfactorily addressed.*

### *Assumptions:*

- *City staff will attend the walkthroughs and provide any additional punchlist items to WLC.*

## RECORD DRAWINGS

WLC's construction observer will regularly update construction plans to be used as as-built record documents. After completion of the project these updated plans will be utilized to generate the Record Drawings for submittal to the City of Casper. **Record Drawings will be submitted prior to the scheduled walk through. Record Drawings will be provided in hard copy (11x17) and electronic (pdf and AutoCad) formats.**

### *Deliverables:*

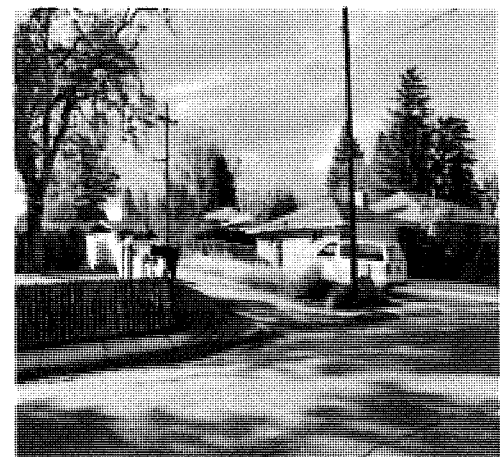
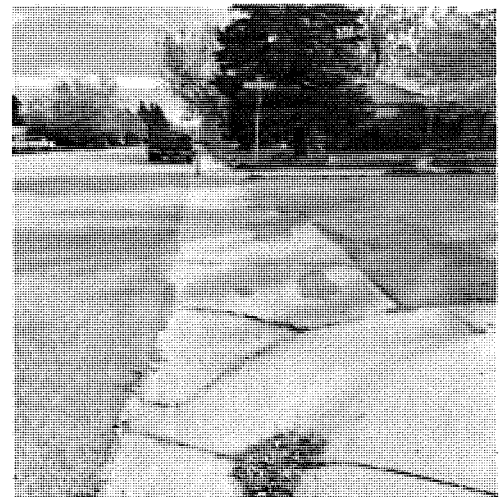
- *One 11"x17" hard copy and PDF copy of record drawings.*
- *Copy of record drawings in AutoCAD format.*

## WARRANTY INSPECTION PERIOD

WLC will perform a warranty period inspection during the one year period after final completion approximately eleven (11) months after the Final Completion date for construction. This inspection will be conducted with the Contractor and City staff. Warranty inspections will include, but are not limited to, assisting the City of Casper in addressing public complaints concerning construction deficiencies during the warranty period, attending an on-site inspection walk-through of the project and preparing a listing of noted construction deficiencies at approximately eleven months after final completion.

### *Deliverables:*

- *Warranty walk-through attendance.*
- *Prepare the listing of construction deficiencies.*





# SCOPE OF WORK

## CHANGE ORDERS

WLC will evaluate and make recommendations for all requests for change orders during the construction of work. WLC will prepare and submit construction change orders along with all necessary documentation to the City for approval.

### *Deliverables:*

- Detailed evaluation of all requests for change order.
- Prepared complete change order documentation.

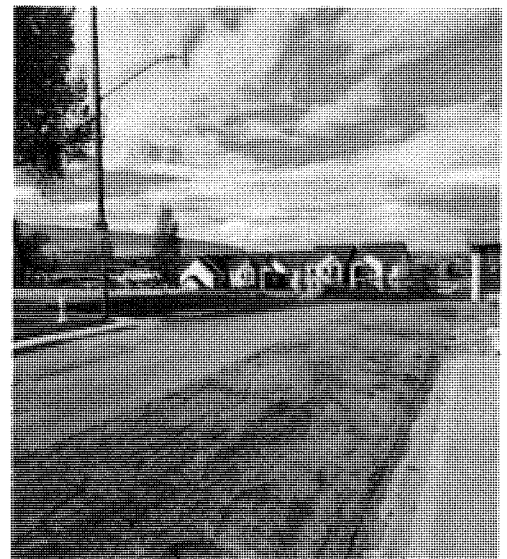
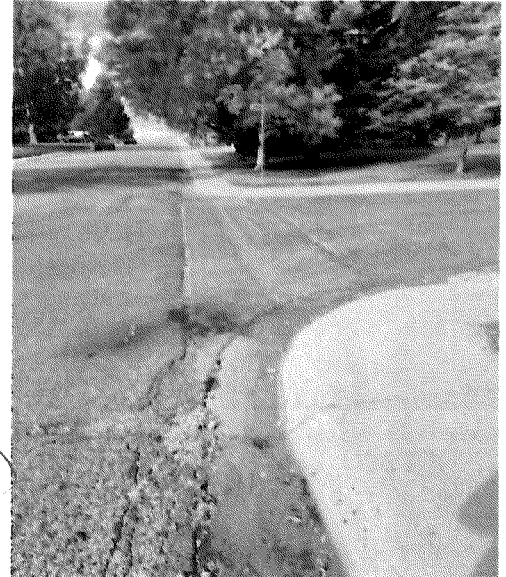
## LIMITATION OF RESPONSIBILITIES

Unless otherwise provided for in the contract, WLC will not be responsible for the acts or omissions of and Contractor, or of any Subcontractor or Supplier, or any of their agents or any other persons (except WLC's own employees and agents) at the site or otherwise furnishing or performing any of the Contractor's work; however, nothing contained in paragraphs I.B.1 through I.B.7 (Construction Phase), inclusive will be construed to release WLC from liability for failure to properly perform duties and responsibilities assumed by WLC in the contract.

### *Deliverables:*

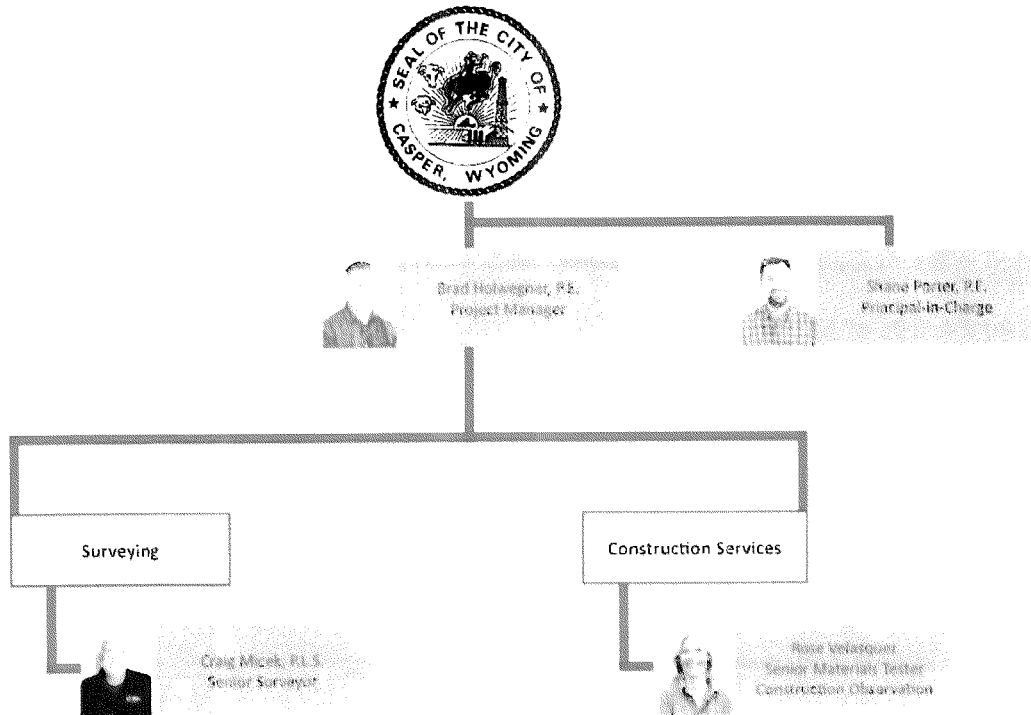
- Perform the agreed upon duties and responsibilities per the contract.

*What document is this referencing?*





# TEAM ORGANIZATION





# TEAM RESUME

## Shane Porter, P.E.

Casper



### Expertise

- Project Management & Oversight
- Water Distribution Systems
- Sanitary Sewer Collection Systems
- Storm Water Collection Systems
- Roadway & Parking Lot Design
- Subdivision Design
- Grading Plans
- Water and Sewer Capacity Studies
- QC/QA on Riprap Production and Placement
- Drainage Studies
- Storm Sewer Design
- Design of Large Riprap Erosion Control Structures
- Baseline Hydrologic Studies for Mine Permitting
- Surface Drainage Design for Mine Reclamation
- Development of Mine Reclamation Plans

### Project Role

Principal-in-Charge

### Position

Corporate Secretary, Principal-in-Charge,  
Project Manager, Senior Engineer

### Education

B.S. in Civil Engineering, University of  
Wyoming, 1997

### Years of Experience

WLC: 17 Years

Industry: 24 Years

### Licenses & Certifications

- Licensed Professional Civil Engineer in  
Wyoming #9475

### Professional Associations

- American Society of Civil Engineers

### Selected Project Experience

*2015 Miscellaneous Waterline Replacements - Casper, Wyoming - Ongoing*

Mr. Porter is served as principal-in-charge for this project. WLC was hired by the City of Casper to provide construction administration services to replace aging water mains with corrosion problems, main breaks and upsize some pipes. Responsibilities included construction observation, Resident Project Representative inspection, materials testing, field surveying, review and preparation of construction pay estimates, record drawings, submittal review, and coordination between the City staff and contractor.

*Country Club Road Improvements - Casper, Wyoming - Ongoing*

Mr. Porter served as project manager for this project. WLC provided the design engineering, contract administration, construction observation, surveying, and materials testing. This project replaced approximately 6,400 LF of aging waterline, upgraded existing storm sewer system, replaced existing curbwalk, and upgraded handicap ramps to meet current standards. Additionally, this project included the mill and overlay of almost four acres of asphalt roadway with profiling of the existing road cross section to get a more defined crown.

*Casper Stormwater Management Master Plan - Casper, Wyoming- 2013*

WLC and URS were hired by the City of Casper to prepare a new Stormwater Management Master Plan (SWMMP). Mr. Porter served as project manager. The project consisted of preparing a new Master Plan to replace the 1983 Master Plan and providing recommendations for future improvements, repairs, upgrades, designs, and financing options while taking into account water quality, water quantity, and various environmental issues. The new SWMMP identified environmental issues, evaluated the City's current stormwater program and operating costs, and provided implementation of recommended improvements.



# TEAM RESUME

## Brad Holwegner, P.E.

Casper



### Project Role

Project Manager

### Position

Project Manager, Design Engineer

### Education

B.S. in Civil Engineering (Water Resources & Transportation Emphasis), University of Wyoming, 2005

### Years of Experience

WLC: 15 Years

Industry: 16 Years

### Licenses & Certifications

- Licensed Professional Engineer in Wyoming #12736

### Professional Associations

- American Society of Civil Engineers
- YMCA Board of Directors Member
- Habitat for Humanity
- Leadership Casper

### Expertise

- Project Management
- Water Distribution System Design
- Sanitary Sewer Collection System Design
- Drainage System Design
- Roadway and Parking Lot Design
- Land Development
- Subdivision Layout
- Site Design
- Budget and Resource Management
- AutoCAD, StormNET, and Apa SWMMM

### Selected Project Experience

*2015 Miscellaneous Waterline Replacements - Casper, Wyoming - Ongoing*

Mr. Holwegner served as project manager to provide construction administration services to replace aging water mains with corrosion problems, main breaks and upsize some pipes. Responsibilities included construction observation, Resident Project Representative inspection, materials testing, field surveying, pay estimates, record drawings, submittal review, and coordination between the City staff and contractor.

*Country Club Road Improvements - Casper, Wyoming - Ongoing*

Mr. Holwegner served as the assistant project manager for this project. WLC provided the design engineering, contract administration, construction observation, surveying, and materials testing. This project replaced approximately 6,400 LF of aging waterline, upgraded existing storm sewer system, replaced existing curbwalk, and upgraded handicap ramps to meet current standards. Additionally, this project included the mill and overlay of almost four acres of asphalt roadway with profiling of the existing road cross section to get a more defined crown.

*Fort Casper Area Phase II LAD Improvements - Casper, Wyoming - 2009*

Mr. Holwegner served as an assistant project manager for this project. The project included conducting a needs assessment for an existing 60-acre residential subdivision. Assessment included analysis on current conditions of the roads, sanitary sewer system, water distribution system and storm water system. Using the needs assessment, a design was completed to make improvements to the roads, sanitary sewer, water distribution, and stormwater systems.

*Ridgecrest Zone II & III Waterline Replacement Project Casper, Wyoming*

Mr. Holwegner served as project manager and design engineer for this project. WLC's role included design engineering, permitting, contract administration, construction observation, surveying and materials testing. The project replaced approximately 9,305 LF of 8", 12" and 16" waterline, replacement of existing curbwalk and valley pans, and upgrading of handicap ramps to meet current standards. Additionally, this project included the full width road reconstruction of approximately 2 acres of aging pavement



# TEAM RESUME

## Rose Velasquez

Casper



### Project Role

Senior Materials Tester

### Position

Senior Materials Testing Technician

### Education

A.A., Casper College, 2006

### Years of Experience

WLC: 15 Years

Industry: 31 Years

### Licenses & Certifications

- ACI Concrete Testing, Concrete Laboratory Testing Technician, and Concrete Strength Testing Technician Level I
- ACI Aggregate Testing Technician Level I
- WYDOT Aggregate Testing Technician
- WYDOT Asphalt Testing Technician
- WYDOT Concrete Testing Technician
- WYDOT Soils Testing Technician
- Nuclear Gauge Certification
- Troxler Gauge

### Expertise

- Materials Testing
- Soils
- Concrete
- Asphalt
- Aggregate
- Construction Observation and Inspection
- Safety Protocols
- QA/QC Procedures

### Selected Project Experience

*Edgerton Roads & Drainage Improvements - Edgerton, WY - 2013*

The Town of Edgerton hired WLC to write a grant and design street and stormwater improvements to be made within the community as well as provide materials testing and observation during construction. WLC designed improvements that benefitted the Town with better drainage, stronger asphalt sections, and a storm outlet structure that reduced ponding water within the Town's Streets. Ms. Velasquez served as the lead materials tester and construction observer.

*Top of the World Wind Farm - Glenrock, Wyoming - Scheduled for Completion in 2010*

In 2009, WLC, with Ms. Velasquez as lead materials tester, was hired by Wanzek Heavy/Industrial Constructors to perform materials testing on this project. Responsibilities included density testing for roadways and turbine locations; lab testing of soils and aggregates; density testing for crane pads; strength testing of grout for turbine towers; and client contact responsible for reporting and coordination.

*Town of Edgerton, Wyoming Miscellaneous Water Repairs - 2009*

WLC was hired by the Town of Edgerton in 2008 to complete miscellaneous water repairs at four locations. Ms. Velasquez served as a materials testing technician for this project. WLC was responsible for the design and construction of the waterline repairs, permitting, bidding, and construction administration services including surveying, observation, and materials testing. Materials testing for this project included density tests on utility back fill base, road base, and asphalt pavement as well as testing the waterlines.

*Miscellaneous Projects*

Ms. Velasquez has also provided testing for subgrade, base, asphalt, and concrete as well as gradations on materials for the following projects:

- McKinley Street Extension (Casper)
- Kaycee Street Reconstruction (Kaycee)
- I-25 - (Between 2 Glenrock exchanges)
- CY Avenue Reconstruction - (Casper)
- I-25 (Between 2 Midwest-Edgerton exchanges)
- Wyoming Boulevard Overlay (Casper)



# TEAM RESUME

## Craig Micek, P.L.S.

Casper & Rawlins



### Position

Senior Survey Crew Chief

### Education

Apprenticeship

In-house Training

Seminars

### Years of Experience

WLC: 18 Years

Industry: 39 Years

### Licenses & Certifications

- Licensed Professional Surveyor in Arizona #31600

### Professional Associations

- Professional Land Surveyors of Wyoming

### Expertise

- Water Rights Surveys
- GPS Control Surveys
- GPS Topographic Surveys
- GPS Real Time Kinematic Surveys
- GPS Resource Grade Surveys
- Boundary Surveys
- American Land Title Association (ALTA) Surveys
- Construction Surveys
- Transmission Line and Substation Surveys
- Distribution Power Line Right-Of-Ways
- Access Road Surveys

### Selected Project Experience

*Yates Petroleum Surveying - Campbell County, Wyoming - Ongoing*

WLC was hired in spring 2011 to provide surveying services on a Campbell County, Wyoming field. Mr. Micek served as chief field surveyor. WLC's services included layout of proposed well locations for the Bureau of Land Management, construction review, slope staking for construction, and intensifying the geodetic network in southern Campbell County. WLC was responsible for coordinating with the client, landowners, and contractors throughout various phases of the project.

*Hanna Elementary School - Carbon County - 2015*

Mr. Micek served as chief field surveyor. WLC provided surveying and engineering services for the Hanna Elementary School construction and rehabilitation of the gym. Specifically, Mr. Micek provided the construction staking.

*Chokecherry & Sierra Madre Wind Energy Projects - Carbon County, Wyoming - Scheduled for Construction in 2016*

Mr. Micek is serving as a senior survey crew chief for this 320,000 acre ranch and 1,000 turbine wind farm south of Rawlins for the Power Company of Wyoming. This multi-billion dollar project, when complete, will have the potential to produce approximately 2,500 megawatts of electricity. The ongoing project, so far, has included the layout 81 miles of roads and approximately 300 miles of pipeline locations.

*Bar Nunn Industrial Park - Bar Nunn, Wyoming - 2011*

WLC provided a boundary survey for establishment of new subdivision, monument subdivision. Mr. Micek served land surveyor.

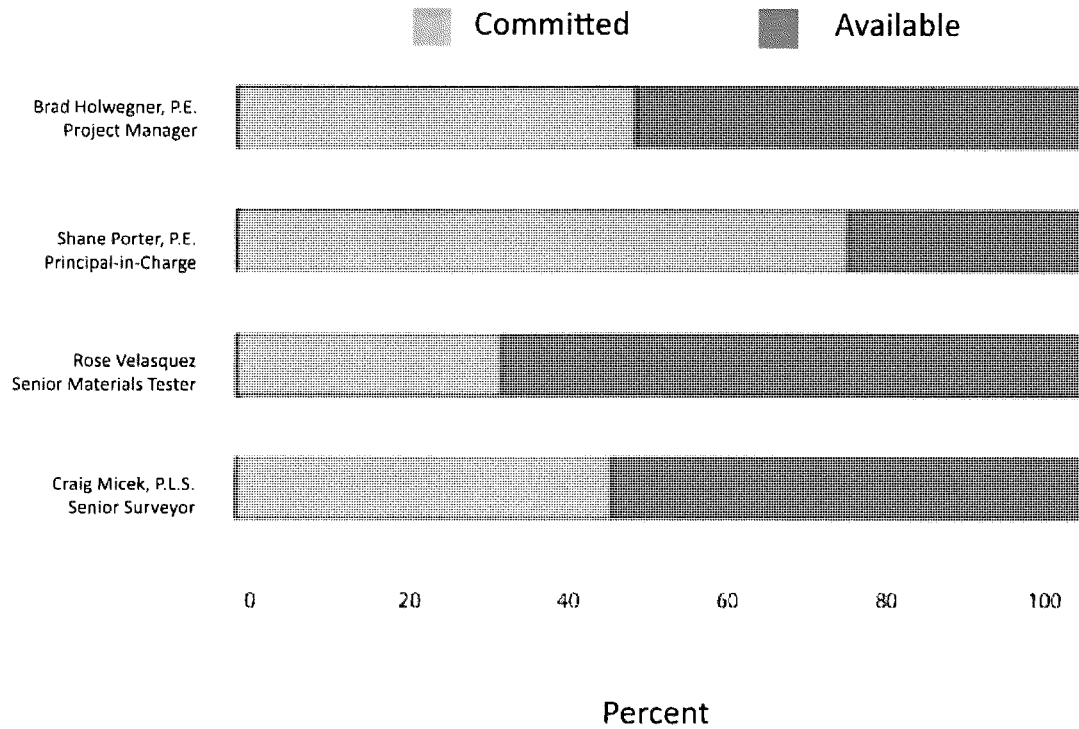
*Pioneer Park Wind Project - Converse County, Wyoming - 2010*

As lead field chief and surveyor, Mr. Micek assisted in providing a boundary inventory of wind farm, filing reference maps, providing search coordinates to aid in recovery of PLSS, and land ownership.



# TEAM AVAILABILITY

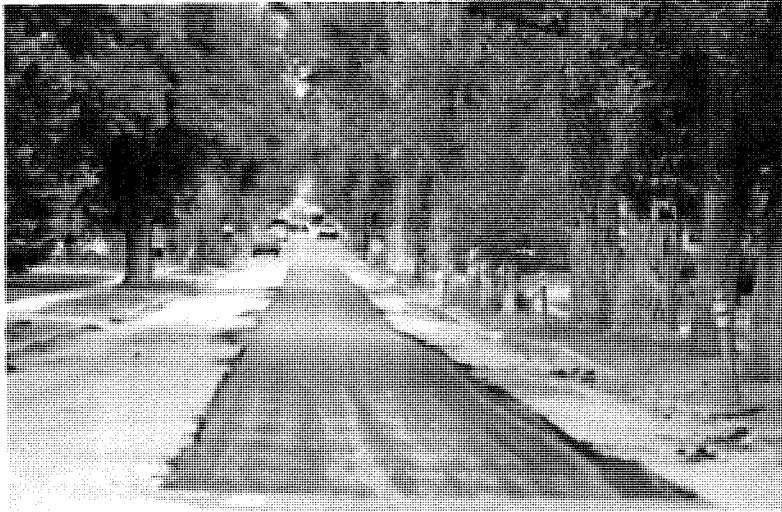
WLC has a proven ability to meet all schedule and milestone dates as identified in the RFP for this project. Please utilize our references including on the following pages to verify we continually complete projects within the allotted timeframe.







## PROJECT EXAMPLE



### 2015 Miscellaneous Waterline Replacements

Casper, WY



WLC Engineering, Surveying and Planning was hired by the City of Casper to provide construction administration services to replace aging water mains with corrosion problems, main breaks and upsize some pipes. Responsibilities included construction observation, Resident Project Representative inspection, materials testing, field surveying, review and preparation of construction pay estimates, record drawings, submittal review, and coordination between the City staff and contractor.

This project also included the replacement of curb and gutter to increase flow capacity, updating ADA ramps, replacing storm sewer lateral and catch basins.

Prior to construction, WLC identified the need to replace the existing storm sewer manholes in 17th Street. The poor shape of the existing brick manholes would not allow for replacement of the laterals without a possibility of the manhole caving in during construction. This solution provided a safer and more effective installation.



#### Key Elements

- Construction Observation
- RPR Responsibilities
- Watermain Replacement
- Stormwater Improvements
- Materials Testing
- Construction Contract Administration
- Land Surveying

#### Status

Ongoing

#### Project Cost

\$1,527,807

#### Reference

Ethan Yonker, P.E.

City of Casper

(307) 235-8341

eyonker@cityofcasperwy.com

# PROJECT EXAMPLE



## Country Club Road Improvements Casper, WY



WLC Engineering, Surveying and Planning was hired by the City of Casper to design, provide resident project representative services, and administer the construction contract for the Country Club Road Improvements.

Specifically, WLC provided the design engineering, contract administration, construction observation, surveying, and materials testing. This project replaced approximately 6,400 LF of aging waterline, upgraded existing storm sewer system, replaced existing curbwalk, and upgraded handicap ramps to meet current standards. Additionally, this project included the mill and overlay of almost 0.5 acres of asphalt roadway with profiling of the existing road cross section to get a more defined crown.



### Key Elements

- Road & Pedestrian Surfacing
- Watermain Replacement
- Stormwater Improvements
- Geotechnical Study & Report
- Construction Contract Administration
- Land Surveying

### Status

Ongoing

### Project Cost

\$1,762,734

### Reference

Scott Baxter, P.E.

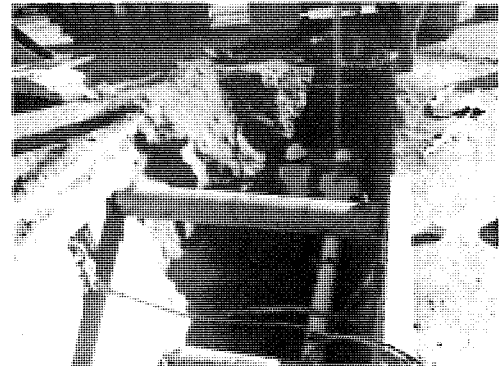
City of Casper

(307) 235-8341

sbaxter@cityofcasperwy.com



## 1st Street Rehabilitation Casper, WY



WLC Engineering, Surveying and Planning was hired by the City of Casper to design and provide construction services for road and pedestrian surfacing, storm water, and watermain improvements.

Prior to design and construction, WLC provided geotechnical information by obtaining asphalt cores for the length of 1st Street to determine the current section and develop a new design that fit the existing section. Specifically, design improvements included resurfacing concrete sidewalk and curb and gutter spot repairs 1st Street from Yellowstone to Beverly; retrofitting many of the sidewalks to include ADA ramps; limiting and eliminating pedestrian crossings; replacing watermain; and PMP overlay. Additionally, WLC provided construction contract administration.

WLC phased the project to enable the contractor to complete large chunks of work along 1st Street. Willard Elementary School is near the east end of the project and phasing the project enabled construction adjacent to the school to be completed during the summer when school was not in session. This also allowed WLC to minimize road closures along 1st Street and only minimally affect traffic.



### Key Elements

- Road & Pedestrian Surfacing
- Watermain Replacement
- Stormwater Improvements
- Geotechnical Study & Report
- Construction Contract Administration
- Land Surveying

### Status

Completed in 2015

### WLC Contract

\$102,000

### Reference

Jason Knopp, P.E., City Engineer  
City of Casper  
(307) 235-8341  
jknopp@cityofcasperwy.com



## PROJECT EXAMPLE

### Glendale & Eastdale Storm Water Improvements Casper, WY



WLC Engineering, Surveying and Planning was hired by the City of Casper to provide design and contract administration services for the Glendale Avenue: 21st Street to 24th Street Storm Water Improvements and the Eastdale Creek Storm Water Detention Facilities.

Recommendations included in the City of Casper's 1983 Storm Water Management Master Plan were to construct a storm water detention facility near the intersection of Glendale Avenue and 24th Street and increase the size of the storm sewer system within Glendale Avenue.

The Glendale Improvements included upsizing existing storm sewer to a 48 inch and increasing inlets along Glendale Avenue and intersecting streets. This also included the installation of new sanitary sewer, rehabilitating existing sanitary sewer, replacement of existing water mains, reconstruction of roadway, and geotechnical engineering.

The Eastdale Creek Storm Water Detention Facilities project included geotechnical engineering design and construction of two earthen dams to detain storm runoff. This included analyzing future runoff within the Eastdale watershed using CUHP procedures. At full capacity, the structures detain approximately 80 acre-feet of water and will detain the runoff produced by the 100-year storm event. The release of water from the structures is effectively metered by various outlet structures to reduce the rate of runoff entering the Glendale Avenue underground storm sewer. These detention structures are dry the majority of the time and hold water as needed during large storm events. This project was completed in the fall of 2008 and proved effective during the July 3, 2009 major storm event.



#### Key Elements

- Design Engineering
- Contract Administration
- Sanitary Sewer Rehabilitation
- Water Main Replacement
- Roadway Reconstruction
- Construction of Earthen Dams

#### Status

Completed in 2008

#### Project Budget

\$1,400,000

#### Reference

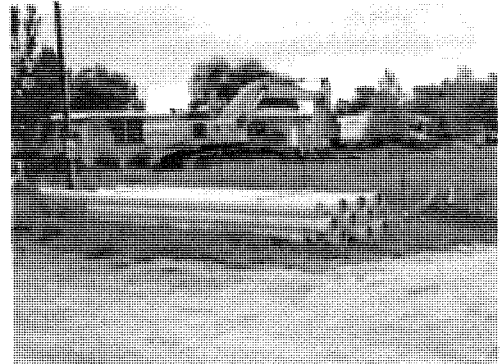
Andrew Beamer, Public Works Director  
City of Casper  
(307) 235-8341  
abeamer@cityofcasperwy.com



## PROJECT EXAMPLE



### South Torrington Water & Sewer District Improvements Torrington, WY



WLC Engineering, Surveying and Planning obtained a 100% grant of approximately \$8.4 million for the South Torrington Water and Sewer District to replace its failing water and sewer systems. This grant award is unprecedented as the amount of the grant is one of the largest competitive grants awarded by the State Loan and Investment Board (SLIB). WLC designed the replacement water and sewer systems, which include two new lift stations and a force main crossing the North Platte River. The firm also performed construction management, contract administration, and materials testing services for the district.

The South Torrington Water and Sewer District is located south of the North Platte River and to the east of State Highway 85. Currently the district serves a population of approximately 480 residents. The majority of the existing water and sewer systems were installed circa 1969, three years prior to the creation of the Wyoming Department of Environmental Quality. As such, the district's systems were not constructed to state standards and have since experienced severe leakage and infiltration. These conditions have resulted in potential health risks to the district residents and surrounding areas as well as placed an increased financial burden on the district.



#### Key Elements

- Grants Writing
- Water & Sewer System Design
- Construction Management
- Construction Administration
- Materials Testing

#### Status

Completed in 2012

#### WLC Contract

\$1,463,000

#### Reference

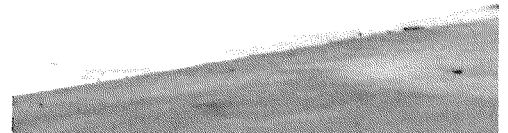
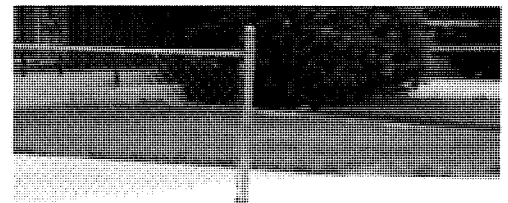
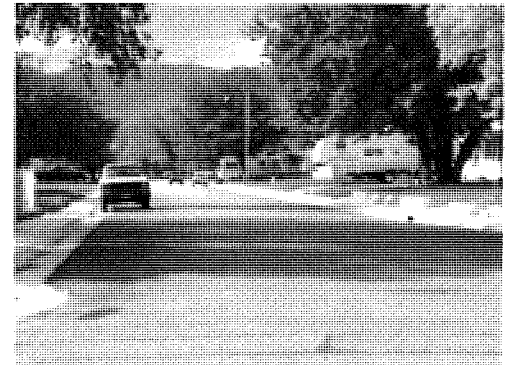
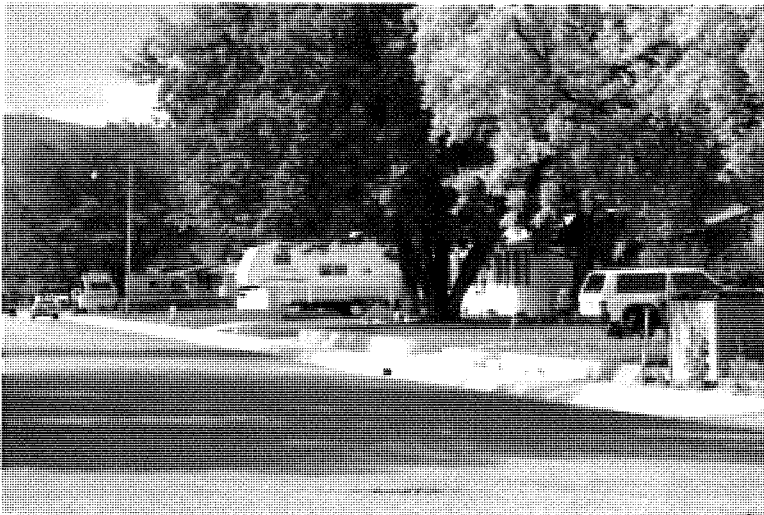
Rafael Avila, President  
South Torrington Water & Sewer District  
(307) 532-3900  
371 E 6th Avenue  
Torrington, WY 82240





# PROJECT EXAMPLE

## Fort Casper Phases I & II Casper, WY



In 1998, the City of Casper, Wyoming hired WLC Engineering, Surveying and Planning to provide a needs assessment for the Fort Casper area which includes approximately 900 residences. This assessment identified the need to rebuild, upgrade, or replace the majority of the streets and utilities in order to rehabilitate the 1950s neighborhood as well as the development of a three-phase plan to tackle these improvements. Based upon the Needs Assessment, WLC designed and administered the construction contract for Phase I in 2001.

WLC also completed Phase II of the project which includes approximately 300 residences. To mitigate Fort Casper's relatively flat surfaces, WLC's drainage design for the project creates several low points along each block providing a location for additional storm drain inlets. Improvements also include installing supplementary storm sewers throughout the area, spot repairs on the sanitary sewer system, service line replacement to each property, replacement of all cast iron water mains, and complete replacement of all curbwalk and asphalt.

Funding for the project came from the City as well as participation of residents through a Local Assessment District (LAD). Under the LAD, each residence was assessed a proportional amount for removal and replacement of curbwalk and sanitary sewer services. Prior to construction, each resident had the opportunity to vote for or against the assessment. WLC calculated the estimated residential assessment costs and supported the City of Casper with resident mailings, newsletters, and public meetings.

### Key Elements

- Needs Assessment
- Drainage & Storm Sewer Design
- Waterline & Sanitary Sewer Service Line Replacement
- Materials Testing
- Construction Administration
- Phased Construction

### Status

2010

### WLC Contract

\$255,000

### Reference

Andrew Beamer, Public Works Director  
City of Casper  
(307) 235-8341  
abeamer@cityofcasperwy.com



## PROJECT EXAMPLE



In 2009, WLC was hired by a local developer and the Town of Bar Nunn to administer a \$3 million Wyoming Business Council (WBC) Business Committed Grant to develop the 170-acre Bar Nunn Industrial Center. This development required the installation of over two miles of asphalt and concrete paved roadways, 5,870 lineal feet of sewer main, a sanitary sewer lift station, numerous connections to an existing water main for water service and fire protection, and over 500 feet of storm sewer pipe.

WLC prepared the plat for the Center consisting of five lots ranging from 25 to 49 acres. WLC performed the civil design and survey services for the project which included the water, sanitary sewer, storm sewer, and roadway designs. WLC developed the overall drainage plan and design consisting of several large detention facilities to mitigate runoff from the site and surrounding area. Upon design completion, WLC performed the contract and construction administration services. The project was bid as two projects; therefore, WLC was responsible for administering two separate contracts for the developer. This project involved coordination with several entities including the Town of Bar Nunn, WYDEQ, Wardwell Water and Sewer District, WYDOT, and the Central Wyoming Regional Water Board. In addition, coordination was required with another firm designing an adjacent residential development that was utilizing much of the infrastructure constructed for the Industrial Center.

WLC also provided grant administration services for the Town of Bar Nunn including all necessary record keeping required by the WBC, preparation of drawdown requests for submittal to the WBC, and preparation and submittal of the quarterly reports.

### Bar Nunn Industrial Center Bar Nunn, WY



#### Key Elements

- Site Design
- Civil Design Including Water, Sanitary Sewer, Storm Sewer, & Roadway
- Drainage Plan
- Preliminary Survey
- Contract & Construction Administration
- Grant Administration

#### Status

Completed in 2011

#### WLC Contract

\$372,000

#### Reference

Rich Fairservis, Developer  
Granite Peak  
(307) 472-7275  
Rich@WNMcMurry.com



# PROJECT EXAMPLE



## Evansville Business Park Evansville, WY

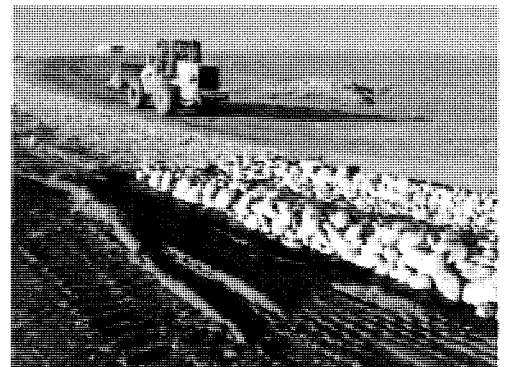


WLC was hired by a developer to plat and annex 104 acres into the Town of Evansville to develop the Evansville Business Park, a 30-lot park zoned for retail and light industrial uses. The Town was awarded a \$1.5 million Wyoming Business Council (WBC) Business Ready Grant. WLC was retained to design the grading and infrastructure for the project.

The project required excavating and compacting approximately 370,000 CY of soil; installing 2,600 LF of 8" PVC water line, 1,800 LF of 12" PVC water line, 4,000 LF of 8" PVC sanitary sewer, 500 LF of 48" HDPE storm, and 1,900 LF of new roadway; and reconstructing 1,700 LF of roadway. During construction, the owner requested alignment of the storm line be moved approximately 1,300 feet west. WLC's team worked quickly to redesign the drainage system, roadway crossings, and detention structures while the contractor was performing the earthwork. This allowed the relocation of the storm sewer to be paid for with grant funding.

The design process involved permitting the water and sanitary sewer system with the Wyoming Department of Environmental Quality. The project involved a connection to US 20/26, a four-lane highway, required permitting a new approach, a deceleration lane, and paving 300 LF of median.

WLC prepared all bidding and contract documents as well as administered each contract including construction observation, material testing, and survey layout. As the Engineer for the Town of Evansville, WLC also provided grant administration services including all necessary record keeping required by the WBC, preparation of drawdown requests for submittal to the WBC, and preparation and submittal of the quarterly reports.



### Key Elements

- Surveying
- Grading
- Permitting
- Infrastructure Design
- Materials Testing
- Construction Administration & Observation
- Grants Administration

### Status

Completed in 2008

### WLC Contract

\$189,000

### Reference

Keith Tyler, Developer  
South-South Property  
(307) 234-2385  
keithpt@earthlink.net





# PROJECT LISTS

## Additional, Recent & Similar Completed Projects

- Sagewood Elementary School Drainage Improvements
- Kelly Walsh High School Drainage Improvements
- Natrona County Fairgrounds Drainage Analysis
- Squaw Creek Drainage Improvements
- Lakeshore Drive Drainage Improvements
- Highland Park Stormwater Detention Facilities
- CY Middle School Athletic Field Drainage Project
- 1st Street Improvements
- Fossil Creek Infrastructure Design
- Reshaw Addition Development
- Evansville Business Park Design & Construction Services
- Fort Casper Phase II Improvements
- South Torrington Infrastructure Improvements
- Casper West Zone II Water Line
- Evansville Emergency Water Connection
- Elkhorn Collective Phase I
- Highland Park Cemetery Addition Phase II
- Morad Park to Morad Pathway
- East Antelope Reconstruction
- Rocky Shore Drive
- Boys & Girls Club of Douglas
- Country Club Road Improvements Project

## WLC Casper Current Civil Projects

- Ridgecrest Waterline Replacement Project
- Yellowstone Water Improvements
- State Office Building Level III Services
- Town of Evansville Engineer & Miscellaneous Street Improvements
- Town of Mills Engineer & Miscellaneous Street Improvements
- North Platte Park Addition
- 15th Street Sanitary Sewer Extension
- Industrial Avenue Storm Sewer & Street Improvements
- Edgerton Cottonwood Street Waterline Project
- YMCA Phase 2
- Casper College Visual Arts Facility



# COMMUNITY INVOLVEMENT

WLC supports all of the communities we work in and the state of Wyoming. We regularly donate to One Cent Campaigns, public safety needs, health organizations, youth education and sports, economic development efforts and other local causes. In 2019, 2020, and 2021, we contributed more than \$58,000 to the Casper community.

**Additionally, WLC employees are involved in numerous community and professional organizations including:**

American Society of Civil Engineering  
Advance Casper  
Leadership Wyoming Lions Club  
Nutrition & Child Development, Inc.  
Professional Land Surveyors of Wyoming

Habitat for Humanity  
Wyoming Engineering Society Wyoming Society  
of Professional Engineers  
YMCA Board of Directors  
Leadership Casper  
American Council of Engineering Companies



# APPENDIX A

EXHIBIT 1  
TOTAL ESTIMATED CONSTRUCTION COST  
DERINGTON ADDITION WATERMAIN REPLACEMENTS  
October 8, 2021

ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL PRICE
MOBILIZATION	LS	LUMP SUM	\$79,971.08	\$79,971.08
MISCELLANEOUS FORCE ACCOUNT	FA	10000	\$10,000.00	\$10,000.00
RESIDENT COMMUNICATION PLAN	LS	LUMP SUM	\$7,000.00	\$7,000.00
R&R CURBWALK	LF	600	\$55.00	\$33,000.00
R&R 7.5 FT CURBWALK	LF	150	\$60.00	\$9,000.00
R&R CONCRETE VALLEY GUTTER	SY	36	\$120.00	\$4,320.00
8" PVC SANITARY SEWER	LF	20	\$75.00	\$1,500.00
REMOVE AND REPLACE SANITARY MANHOLE	EA	1	\$7,000.00	\$7,000.00
SELECT BACKFILL	CY	2500	\$35.00	\$87,500.00
4"8" ASPHALT PATCH	SY	6370	\$44.00	\$280,280.00
MISCELLANEOUS 4"8" ASPHALT PATCH	SY	2550	\$44.00	\$44.00
4"6" PG 64-22 ASPHALT PATCH	SY	1500	\$50.00	\$50.00
CONCRETE FLATWORK	SF	275	\$12.00	\$3,300.00
7" CONCRETE APROACH	SY	50	\$120.00	\$6,000.00
8" PVC WATER	LF	5975	\$48.00	\$286,800.00
8" GATE VALVE	EA	20	\$2,300.00	\$46,000.00
8" FITTINGS	EA	17	\$900.00	\$15,300.00
CONNECT TO 6" WATER	EA	5	\$2,500.00	\$12,500.00
CONNECT TO 8" WATER	EA	7	\$3,100.00	\$21,700.00
FIRE HYDRANT ASSEMBLY	EA	11	\$7,800.00	\$85,800.00
R & R FIRE HYDRANT ASSEMBLY NO VALVE	EA	2	\$7,000.00	\$14,000.00
FIRE HYDRANT ASSEMBLY NO VALVE	EA	3	\$6,800.00	\$20,400.00
ABANDON FIRE HYDRANT ASSEMBLY	EA	2	\$1,200.00	\$2,400.00
RECONNECT 3/4" SERVICE	EA	94	\$1,200.00	\$112,800.00
FLOWFILL	CY	50	\$165.00	\$8,250.00
LANDSCAPING	LS	LUMP SUM	\$7,500.00	\$7,500.00
TEMPORARY TRAFFIC CONTROL	LS	LUMP SUM	\$50,000.00	\$50,000.00
SWPPP IMPLEMENTATION AND MAINTENANCE	LS	LUMP SUM	\$10,000.00	\$10,000.00

TOTAL ESTIMATED CONSTRUCTION COST= \$1,222,415.08  
10% CONTIGENCY = \$100,000.00  
TOTAL CONSTRUCTION COST= \$1,322,415.08

ADDENDUM NO. 1

to the

REQUEST FOR PROPOSALS

for the

DERINGTON ADDITION WATERMAIN REPLACEMENTS  
PROJECT 20-045


by

CITY OF CASPER  
200 N. David  
Casper, Wyoming 82601

ADDENDUM DATE: September 28, 2021

Receipt of this Addendum must be acknowledged by filling in the spaces provided below and including one (1) copy attached to the bid.


APPROVED: (CITY OF CASPER) \_\_\_\_\_

  
Ethan Yonker P.E.

ACKNOWLEDGMENT OF RECEIPT OF  
ADDENDUM (BIDDER)

WLC Engineering and Surveying

Firm

  
By: Signature  
Bradley Holwegner, P.E.

Project Manager

Title

September 28, 2021

Date Received

**ADDENDUM NO. 1**

to the

**REQUEST FOR PROPOSALS**

for the

**DERINGTON ADDITION WATERMAIN REPLACEMENTS  
PROJECT 20-045**

by

**CITY OF CASPER  
200 N. David  
Casper, Wyoming 82601**

This addendum to the project manual is hereby made a part of the Contract Documents for the above titled project, to the same extent as though it were originally contained therein.

All bidders are expected to thoroughly examine each item enumerated herein, regardless of its apparent application and shall be responsible for furnishing all labor and materials required in the division of work that the items indicate.

**RFP**

The deadline for receipt of proposals shall be extended until October 8, 2021, all references to October 1<sup>st</sup> proposal due date shall be changed to October 8, 2021. Interviews will be conducted the week following the new deadline. Selection of Consultant by Council may be pushed to the first meeting in November.

**End of Addendum No. 1**

RESOLUTION NO.21-174

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WORTHINGTON, LENHART, AND CARPENTER, INC. FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE DERINGTON ADDITION WATERMAIN REPLACEMENTS, PROJECT NO. 20-045.

WHEREAS, the City of Casper desires to secure an engineering firm to provide construction administration services for the Derington Addition Watermain Replacements project; and,

WHEREAS, Worthington, Lenhart, and Carpenter, Inc. is able and willing to provide those professional services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a contract for professional services with Worthington, Lenhart, and Carpenter, Inc. in the amount of Ninety-Nine Thousand Nine Hundred Eighty-Five and 00/100 Dollars (\$99,985.00) for services more specifically delineated in the contract.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions, using appropriate funds, throughout the project as prescribed by the agreement, for a total amount not to exceed Ninety-Nine Thousand Nine Hundred Eighty-Five and 00/100 Dollars (\$99,985.00).

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

  
\_\_\_\_\_


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

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

\_\_\_\_\_  
Steven K. Freel  
Mayor

December 1, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Liz Becher, Community Development Director 

SUBJECT: Authorizing Amendment No.1 to the Real Estate Purchase Agreement with the Casper Housing Authority for the City-owned property on South Beverly Street

**Meeting Type & Date:**

Regular Council Meeting, December 7, 2021

**Action Type:**

Resolution

**Recommendation:**

That Council, by resolution, approve Amendment No.1 to the Real Estate Purchase Agreement with the Casper Housing Authority for the City-owned property on South Beverly Street.

**Summary:**

The City of Casper entered into a Real Estate Purchase Agreement on December 1, 2020 with the Casper Housing Authority (CHA) for the purchase of real property described as Lots 2 and 3, Highland Park Addition No. 6 to the City of Casper, and located at approximately 1032 South Beverly Street, with plans to construct a 60-unit work force housing development. The purchase price is \$601,000. The closing for the sale was set for December 15, 2021. The CHA has requested an extension on the closing date to April 1, 2022 in order to complete the National Environmental Protection Act (NEPA) report for federal reporting on historic and environmental conditions associated with the property, before completing construction plans. The CHA has completed all other terms of the Real Estate Purchase Agreement and worked closely with the City on the development plans. Staff recommends that the extension be granted.

**Financial Considerations:**

The final payment of \$526,900 towards the purchase price will be delayed until April 1, 2022. The other payments are being held in escrow at First American Title Company. The proceeds for this property sale are budgeted in the FY22 Revolving Land Fund.

**Oversight/Project Responsibility:**

Liz Becher, Community Development Director

**Attachments:**

Amendment No. 1 to the Real Estate Purchase Agreement

Resolution

Extension request from the Casper Housing Authority



**AMENDMENT NO. 1 TO THE REAL ESTATE PURCHASE AGREEMENT  
("AMENDMENT")**

This Amendment to the Real Estate Purchase Agreement ("Amendment") is entered into on this 7th day of December 2021, by and between the following parties:

1. The City of Casper of Casper, Wyoming ("Seller"), a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601.
2. Casper Housing Authority ("Buyer"), 145 North Durbin, Casper, Wyoming 82601.

Throughout this document, the Seller and the Buyer may be collectively referred to as the "parties."

**RECITALS**

A. On December 1, 2020, the City of Casper, Wyoming ("Seller") and the Casper Housing Authority ("Buyer") entered into a *Real Estate Purchase Agreement* ("Contract") for the sale of real property from the Seller to the Buyer.

B. The real property is described as Lot 2 and 3, Highland Park Addition No. 6, City of Casper, Natrona County, Wyoming.

C. The closing for the sale was set for December 15, 2021.

D. The Buyer has requested to extend the closing date from December 15, 2021, to April 1, 2022, in order to complete the National Environmental Protection Act (NEPA) report for federal reporting on historic and environmental conditions associated with the property, before completing construction plans.

E. The Seller wants to grant the Buyer's request and allow an extension of time for closing.

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

**1. INCORPORATION OF RECITALS**

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

**2. AMENDMENT TO ARTICLE V: POSSESSION AND CLOSING**

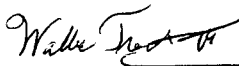
The Closing Date originally set for Wednesday, December 15, 2021, at the office of First American Title Insurance Company, 159 North Wolcott, Suite 250, Casper, Wyoming 82601, is hereby extended to on or before Friday, April 1, 2022. The location for the Closing remains the same.

**3. RATIFICATION**

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

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

APPROVED AS TO FORM

  
\_\_\_\_\_

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

\_\_\_\_\_  
Steven K. Freel  
Mayor

WITNESS

BUYER  
Casper Housing Authority  
Kim Summerall-Wright, Executive Director

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_



December 1, 2021

To: The Honorable Mayor Freel, the City Council of the City of Casper and City Manager, Mr. Carter Napier

RE: Closing Extension – 1032 South Beverly, Casper, Wyoming

The Housing Authority of the City of Casper (CHA) respectfully requests an extension on the closing of the property at 1032 South Beverly Street, called Liberty Square Apartments, to April 1, 2022.

CHA is working closely with City Staff and are awaiting comments on our plan submittal, which we anticipate to receive next week. Our site plan has already been approved by the City of Casper. We are in good standing with our investor (Boston Financial) and lender (Hilltop) and anticipate closing Liberty Square before the end of the year, barring COVID absences and the holidays. We are also waiting for comments on the NEPA, which closes next week.

While we have anticipated a delay in construction materials, it appears that the delays should be limited. We do not expect any other material interruptions during construction.

We do not anticipate the closing to be delayed as long as this extension request, however, we are requesting an April 1, 2022 date to ensure that we have anticipated all possible scenarios and will be ready to move forward quickly.

Thank you for your consideration.

Respectfully submitted,

Kim Summerall-Wright  
Executive Director



145 North Durbin, Casper, Wyoming 82601-7123  
Phone 307-266-1388 Fax 307-237-4869 [www.chaoffice.org](http://www.chaoffice.org)



RESOLUTION NO.21-175

A RESOLUTION AUTHORIZING AMENDMENT  
NO. 1 TO THE REAL ESTATE PURCHASE  
AGREEMENT BETWEEN THE CITY OF CASPER  
AND THE CASPER HOUSING AUTHORITY.

WHEREAS, the City of Casper entered into a Real Estate Purchase Agreement on December 1, 2020, with the Casper Housing Authority (CHA) for the purchase of real property described as Lots 2 and 3, Highland Park Addition No. 6 to the City of Casper with plans to construct a 60-unit work force housing development; and,

WHEREAS, the closing for the sale is set for December 15, 2021; and,

WHEREAS, the CHA has requested an extension on the closing date to April 1, 2022, in order to complete the National Environmental Protection Act (NEPA) report for federal reporting on historic and environmental conditions associated with the property, before completing construction plans; and,

WHEREAS, the City of Casper wants to allow the extension of time for closing.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized to execute and the City Clerk to attest this Resolution authorizing an Amendment No. 1 to the Real Estate Purchase Agreement with the Casper Housing Authority.

PASSED, APPROVED, AND ADOPTED THIS \_\_\_\_\_ day \_\_\_\_\_ 2021.

APPROVED AS TO FORM:

  
\_\_\_\_\_

CITY OF CASPER, WYOMING


ATTEST:


A Municipal Corporation

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

\_\_\_\_\_  
Steven K. Freel  
Mayor

November 8, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, Public Services Director   
Cynthia Langston, Solid Waste Division Manager  
Dan Coryell, Fleet Manager  
Sean Orszulak, Solid Waste Superintendent

SUBJECT: Request for Sole Source Authorization for Purchase of One (1) used 950GC Caterpillar Front-End Wheel Loader, in a total amount of \$198,504 For Use by The Solid Waste Division.

**Meeting Type & Date**

Regular Council Meeting  
December 7, 2021

**Action type**

Minute Action

**Recommendation:**

That Council, by minute action, authorize a Sole Source Purchase of One (1) Used Front-End Wheel Loader from Wyoming Machinery Company of Mills, Wyoming (subsequently referred to as WMC) in the amount of \$198,504 for use at the Casper Solid Waste Facility within the Casper Solid Waste Division.

**Summary:**

The Casper Solid Waste Facility utilizes a fleet of six (6) 950 Caterpillar front-end loaders, and the solid waste fleet of front-end loaders has interchangeable attachments that may be used by any of the loader fleet. WMC is the only local Caterpillar dealer and the only regional Caterpillar dealer with available Caterpillar equipment for rent. The solid waste industry standard for replacing front-end loaders is five (5) to ten (10) years depending on use. A brief description of the six (6) front-end loaders follows.

Unit Number	Year	Hours as of October 28, 2021	Model	Description of Use	Planned Replacement Year
141478	2007	14,861	950H	Front-End Loader Used with Fork Attachment to Unload Baled Garbage at the Landfill	FY22, 7-year replacement
141417	2016	10,030	950M	Front-End Loader Used to Move Garbage in Baler Building Pit	FY23, 5-year replacement
141432	2016	5648	950M	Front-End Loader Used to Move Compost Yard Feedstock	FY24, 7-year replacement
141501	2017	4553	950M	Front-End Loader Used to	FY25, 7-year

				Move Biosolids and Woodchips in the Biosolids Composting Area	replacement
141502	2017	5074	950M	Front-End Loader Used to Move Garbage in the Landfill	FY26, 7-year replacement
141520	2020	3963	962GC	Front-End Loader Used to Move Garbage in the Unlined Landfill Area	FY27, 7-year replacement

A 950GC Caterpillar front-end loader is a similar model to a 950M Caterpillar front-end loader used within the Casper Solid Waste Facility. The difference between the two (2) models is the 950GC model does not have Caterpillar onboard technology. The Casper Solid Waste Facility fleet of 950M Caterpillar front-end loaders were recently equipped with Carlson and Zonar technologies; therefore, Caterpillar technology is no longer needed. The 950GC model front-end loader costs \$268,950 new and is \$79,050 less than a new 950M Caterpillar model (\$348,000). Staff rented a two (2) year old 950GC Caterpillar front-end loader with less than 1000 hours from June to October this year to verify attachment interchangeability and operational costs. All attachments were interchangeable between all Caterpillar front-end loaders owned by the City solid waste division. During the rental period the rental loader was used while fleet loaders were serviced and/or repaired. WMC is the only local dealer for Caterpillar maintenance and rental services.

Unit 141478, a 2007 Caterpillar front-end loader, is up for replacement this fiscal year and WMC agreed the four (4) month rental cost would be credited towards a purchase to replace unit 141478. The purchase quote with trade-in credit, rental credit, warranty and preventative maintenance plan is attached for reference. Front-end loaders from manufacturers other than Caterpillar do not have the ability to use solid waste front-end loader attachments nor the ability to provide rental equipment when needed.

Staff recommends a sole source purchase to replace the Solid Waste Division Caterpillar front-end loader, City unit number 141478, with a 2019 Caterpillar front-end loader in a total amount of \$198,504.

**Financial Considerations:**

Funding from Balefill Reserves and included in Balefill FY22 budget, GL account 2060043-6201 Equipment Rental

**Oversight/Project Responsibility:**

Dan Coryell, Casper Fleet Supervisor/Sean Orszulak, Superintendent of Solid Waste Operations

**Attachment:**

WMC Quote



226451-01

November 1, 2021

CASPER CITY GARAGE

ATTN: ACCOUNTS PAYABLE  
CASPER, Wyoming 82601

Attention: DAN CORYELL

Dear Dan Coryell,

Thank you for this opportunity to quote Caterpillar products for your business needs. We are pleased to quote the following for your purchase consideration.

One (1) Used Caterpillar Inc. Model: 950GC Wheel Loaders with all standard equipment in addition to the additional specifications listed below:

**STOCK NUMBER:** M5T1684

**SERIAL NUMBER:** 0M5T01684

**YEAR:** 2019

**SMU:** 968

Thank you for your interest in Dealership and Caterpillar products for your business needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Dan Holman  
Territory Sales Rep  
Wyoming Machinery Company  
djhholman@wyomingcat.com  
307-267-0645

**One (1) Used Caterpillar Inc. Model: 950GC Wheel Loaders with all standard equipment in addition to the additional specifications listed below:**

## **STANDARD EQUIPMENT**

**POWERTRAIN** -Engine Cat C7.1 and ATAAC -Torque converter -Transmission, automatic, power shift -(4F/3R), kick-down function, overspeed -protection -Brakes, full hydraulic enclosed wet-disc -EIMS (Engine Idle Management System) -Fan, radiator, electronically -controlled, hydraulically driven, -temperature sensing, on demand -Filter, fuel primary-water separator/ -secondary -Radiator, unit core (9.5 fpi) with ATAAC -Starting aid, glow plugs -Switch, transmission neutralizer lockout -

**HYDRAULICS** -Load sensing implement system pilot -operated -Dedicated load sensing steering pump -Dedicated brake and fan gear pump

**ELECTRICAL** -Alarm, back-up/main disconnect switch -Alternator (145-amp, brush type) -Batteries (2), maintenance free -Ignition key; start/stop switch -Lighting system, halogen (6 total) --Four (4) halogen work lights --Two (2) halogen road lights -Starting and charging system (24-volt) -Starter, electric (heavy duty) -

**OPERATOR ENVIRONMENT** -Air conditioning (HVAC) with 10 vents -and filter unit located outside of cab -Bucket/work tool function lockout -Cab, pressurized and sound suppressed -Hydroformed (ROPS/FOPS) structure -12V power port (10A) -Coat hook -Pilot hydraulic controls, lift and -tilt function -Computerized monitoring system -Gauges: --Engine coolant temperatures/fluid level --Hydraulic/transmission oil temperature --Tachometer -Digital indicators --Gear indicator --Speedometer --Service meter units --Fault codes -Warning indicators: --Air inlet heater --Electrical malfunction --Engine inlet manifold temperature --Engine oil pressure, fuel level --Fuel pressure high/low --Hydraulic oil level, parking brake --Primary steering oil pressure --Service brake oil pressure --Action light, engine malfunction --Transmission filter bypass -Heater and defroster -Horn -Cup holders and personal tray on -right console -Storage tray behind seat -Mirrors, rearview external -Seat, Cat Comfort (cloth) suspension -Seat belt -Steering column, adjustable angle -Wipers/washers (front and rear) -Window, sliding (left and right side) -

**TIRES, RIMS, AND WHEELS** -A tire must be selected from the -mandatory attachments section -Tire availability might vary by region -Base machine price includes an allowance -for base radial tires. -

**FLUIDS** -Premixed 50% concentration of extended -life coolant with freeze protection -to -34C (-29F) -

**OTHER STANDARD EQUIPMENT** -Lift and bucket return-to-dig kick outs -(Electro-Magnetic), mechanical -adjustment -Couplings, Caterpillar O-ring face seal -Doors, service access (locking) -Front fender, steel -Grill, airborne debris -Hitch, drawbar with pin -Hood, non-metallic on steel structure, -wing doors -Hoses, Caterpillar XT -Counterweight -Linkage, Z-Bar, fabricated crosstube/ -tilt lever -SOS oil sampling valves -Sight gages : --Engine coolant, hydraulic oil --Transmission oil level -Diagnostic pressure taps --Transmission speed clutches --Transmission forward and reverse -clutches --Steering pump load and discharge -pressure --Sake system accumulator pressure --Front and rear brake pressure -Product Link Ready -



**MACHINE SPECIFICATIONS**

950GC WHEEL LOADER HRC	468-0900	STEERING SYST, STANDARD	390-6000
LANE 3 ORDER	0P-9003	FAN, STANDARD	452-7014
REGIONAL PKG, USA	468-0904	TIRES, 23.5R25 BS VJT * L3	494-8871
PKG, COLD WEATHER (AM-N)	468-0909	NO TOOLBOX	392-3725
LINKAGE, STANDARD, AL/3V/QC	546-5020	AUTOLUBE	555-5581
COUNTERWEIGHT, 3016LBS	469-3139	QUICK COUPLER CONTROL	468-0816
AXLES, LSD/OPEN	468-0814	QUICK COUPLER, FUSION	310-9391
PRECLEANER	130-3280	BKT GP ST 114" 4.0 YD3 FUS	382-9834
HYDRAULICS, 3V RC ANSI	521-7458	CUTTING EDGE, BOLT-ON	139-9229
BATTERIES, STANDARD HRC	468-1560	SERIALIZED TECHNICAL MEDIA KIT	5P-2506
ROADING LIGHTS STANDARD	415-4247	WARNING BEACON, LED	489-2727
WORKING LIGHTS, HALOGEN, AUX	392-8373	SUN VISOR, REAR	391-5330
SINGLE AXIS LEVERS W/FNR, 3V C	521-9764	RADIO, AM/FM	474-6212
SUSPENSION SEAT, AIR	489-0438	CONVERTER (24V TO 12V/15A)	474-6209
SEAT BELT, 3", AUTO-ANTI-CINCH	391-5315	ANTIFREEZE, -50C (-58F)	0P-2407
AIR CONDITIONING, MANUAL C	499-3122	ROLL ON-ROLL OFF	0P-4834
PRODUCT LINK, CELLULAR PL641	474-6205		

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SELL PRICE	\$246,000.00
NET BALANCE DUE	\$246,000.00
AFTER TAX BALANCE	\$246,000.00

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**WARRANTY & COVERAGE****F.O.B/TERMS:**

Casper

**PAYMENT TERMS**

Initial Sales Price	\$246,000
Warranty	\$6,150
PM Plan	\$19,119
Sub Total	\$271,269
Rents Paid	(\$29,260)
Net Due	\$242,009
Trade In – 141178	\$(43,505)
Final Due	\$198,504

**Notes**

1. PM Plan is based on a 500 hour service interval. Plan includes labor, mileage, fluids and filters as needed. PM plan good from purchase date until the hour meter reads 5,001 hours
2. 100% of rents billed are applied to purchase price
3. Warranty- total machine warranty for 60 months from purchase date or until the hour meter reads 5,000 hours. Whichever occurs first

Trade in will come with 2 sets of Balderson forks and pneumatic tires.

December 1, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Tracey L. Belser, Support Services Director  
Thomas E. Solberg, Casper Fire Chief  
Jason Speiser, Deputy Chief  
Dan Coryell, Fleet Manager

SUBJECT: Request for Sole Source Authorization for Purchase of One (1) used 1998 E-One Custom Pumper, in a total amount of \$36,000.00, for Use by the Casper Fire EMS Department.

Meeting Type & Date

Regular Council Meeting  
December 7, 2021

Action type

Minute Action

Recommendation

That Council, by minute action, authorize the purchase of one (1) used 1998 E-One Custom Pumper, in a total amount of \$36,000.00, for Use by The Casper Fire EMS Department.

Summary

The Casper Fire Department has five (5) stations located throughout the city. Each fire station has one (1) fire engine each and the entire department then shares in the use in two (2) reserve fire engines should one engine break down or need serviced or repaired. The reserve units are vital for continuing emergency operations.

This past spring, City Council graciously approved a budget amendment at the April 6, 2021 regular City Council meeting taking the next two years' worth of the Fire Department's One Cent capital money and allocating it to this year for fire engine replacements. The fire engines that are being replaced are fire engine 2 (station 2) and fire engine 6 (station 6). The old fire engines 2 and 6 will then become the Fire Department's reserve/backup engines when the new engines arrive in late spring of 2022.

The current reserves/backups are two (2) 1999 American LaFrance models that have both met and/or exceeded the requirements for vehicle replacement but only one (1) is in operating condition as of now. In August of 2021, the water pumping unit in one of the reserve engines failed and it was learned that the replacement of the pump is impossible as they no longer manufacture any parts for that particular unit. The department has been utilizing only one (1) reserve since that time.

Historically, two (2) reserve engines have been sufficient to maintain operations for the Casper Fire Department. However, increasing dispatches/calls, growing boundaries and response zones, and an increase in wait times on parts needed for repairs does advocate the need for a third (3) reserve unit to be purchased.

Each time that a fire engine is scheduled for a service in Fleet, a complete and total inspection is done on all parts of the vehicle. Suspensions are replaced due to extremely heavy cargo that is carried at all times on the trucks (they are always full of water and ready to go, air tanks, ladders, hoses, tools, etc...), brakes are all replaced, all lights and sirens are inspected, engines/transmissions are repaired and or serviced. Before 2020, these services would typically take 2 to 3 weeks from start to completion, today they generally take up to 2 months.

A good example of the length of time it takes was with fire engine 6 that was scheduled for service on August 28, 2021 for suspension and brake repair. The engine was released back to the Fire Department on October 15, 2021. Replacement parts now take six to eight weeks for arrival on these fire engines. Fire engine 2 was scheduled for service in Fleet the same day engine 6 was released for the same items. Fire engine 2 is on schedule to be released in December. The one (1) fire engine reserve is continuously in operation, should another fire engine breakdown while there is one in the garage, major changes have to occur in vehicle operations to continue services. Smaller rescue trucks need to be utilized in a capacity that they are not meant for; rescue trucks cannot perform the same as fire engines. Other stations would need to be called causing longer arrival times, which could be very detrimental.

Staff recommends purchasing the one (1) extra reserve unit from Brindlee Mountain Fire and to continue to own it even after the arrival of the new fire engines in late spring 2022. This would bring our total reserve fire engine fleet to three (3). As stated above, having three (3) would allow Fleet Services to have more than one (1) fire engine in at a time for service and/or repairs and also allow fire personnel to maintain their operations in the correct vehicle for the citizens of Casper.

City Council considered and approved moving forward with this purchase at its November 30, 2021 work session.

#### Financial Considerations

This purchase is being considered for purchase with reserve capital funds.



#### Oversight/Project Responsibility

Dan Coryell, Fleet Manager, will make this purchase with oversight transferred to Jason Speiser, Deputy Chief of the Casper Fire-EMS Department, after the equipment is received.

#### Attachments

<https://www.firetruckmall.com/AvailableTruck/13675/1998-E-One-Custom-Pumper>

November 5, 2021

MEMO TO: J. Carter Napier, City Manager   
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk  
Carla Mills-Laatsch, Licensing Specialist   
SUBJECT: Application for Taxicab Company License for Casper Cabs, Located at  
1147 East C Street.

Meeting Type & Date  
Regular Council Meeting  
December 7, 2021

Action type  
Minute Action

Recommendation

That Council, by minute action, authorize the issuance of a taxicab company license to Thomas Elliott, d/b/a Casper Cabs, located at 1147 East C Street.

Summary

An application to obtain a license to operate a taxicab company within the City of Casper has been received from the following:

- Thomas Elliott, d/b/a Casper Cabs, located at 1147 East C Street

The licensing process requires a background check to be conducted by the Chief of Police and provides that the City Council may refuse to issue the licenses for violation of provisions of Chapter 5.60 of the Casper Municipal Code. A review of the company's insurance policy and the zoning of the property, at which the taxicab company is located, are also performed.

The background check for this individual from the Chief of Police did not reflect any issues. Additionally, the property on which this company is located is property zoned for the activity. Community Development staff has reviewed and approved this property for use by a taxi company as per the home occupation ordinance provisions of Chapter 17.12.140 of the Casper Municipal Code. Furthermore, the City has received verification of public liability insurance, as specified in Chapter 5.60.050 of the Casper Municipal Code. Lastly, this applicant meets the qualifications listed in Section 5.60.130 of the Casper Municipal Code. Some of the qualifications include but are not limited to; the person must be at least 18 years or older, has not been convicted of a felony in the last 5 years, cannot be a registered sex offender, and cannot be convicted of three moving traffic violations within any current year.

Financial Considerations

If approved, City will receive \$65 for this license.

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

Letter from Chief of Police



*City of Casper*  
**POLICE DEPARTMENT**

Date April 6, 2021

**Memorandum**

**TO:** Casper City Clerk's Office

**FROM:** Chief Keith McPheeters, Casper Police Department *KMP 307*

**SUBJECT:** Recommendation for issuing Taxicab Driver's License Approval

Applicant Name: Elliot, Thomas

Applicant DOB: 09/20/1953

Cab Company: Casper Cabs



**Recommendation:**

Pursuant to the requirements of Casper Municipal Code 5.60.120 (B), I recommend the issuance of Taxi Cab Driver's License to be **APPROVED** for the above listed individual(s):

**Justification:**

The Casper Police Department received requests from applicants for Taxi Cab Driver's Licenses to conduct necessary background checks as required by Casper Municipal Code Chapter 5.6 - Vehicles for Hire. To the extent possible all requirements for a new taxi driver have been met, fingerprints have been received and DCI has returned a clear background check.

December 7, 2021

MEMO TO: J. Carter Napier, City Manager   
FROM: Liz Becher, Community Development Director   
SUBJECT: Reappointment of Robin Broumley, Jeff Bond and Connie Hall to the Casper Historic Preservation Commission.

Meeting Type & Date:

Regular Council Meeting, December 7, 2021

Action Type:

Minute action

Recommendation:

That Council, by minute action, reappoint Robin Broumley, Jeff Bond and Connie Hall to the Casper Historic Preservation Commission for a three (3) year term expiring December 31, 2024.

Summary:

This year, three (3) Historic Preservation Commissioners are completing their three (3) year terms. All three (3) have expressed an interest in reappointment to the Commission. Letters of interest/application have been attached for Council's consideration.

Financial Considerations:

Not applicable.

Oversight/Project Responsibility:

Community Development Department - Planning Division

Attachments:

Letter of Interest/Application



**From:** [Connie Thompson](#)  
**To:** [Craig Collins](#)  
**Subject:** Historic preservation commission  
**Date:** Thursday, September 23, 2021 8:35:15 PM

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**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Folks,

I, Connie Hall, would like to continue to stay with the preservation commission for the city of Casper.

Serving on the commission has been an awesome adventure as we take on preservation of our city.

It is always a pleasure to work with the public in education of our historic town and to tell the stories that brought us through the pages of time.

Thank you for your consideration.

Sincerely

Connie Hall  
Casper Historian



October 14, 2021

City of Casper  
Mayor Steve Freel  
200 North David Street  
Casper, Wyoming 82601

Re: Casper Historic Preservation Commission

Dear Mayor Freel

I am writing to express my interest to continue serving on the Historic Preservation Commission.

I completed two terms beginning in 2005, took a short break and re-joined the Commission, again serving multiple terms. It is continually an interest to me, and I am very excited to continue serving on the Commission. We are currently working on a number of exciting projects, including a survey of properties related to Casper's African American History, as well as several projects that will increase our outreach to the public and improve our ability to be a resource to the community.

I am a licensed architect working here in Casper for the past 20 years. I am a Wyoming native, and graduated from Natrona County High School. Our architectural firm has enjoyed repeated work in the area of historic structure restoration and renovation, having completed the renovation of the Historic Fire Station on David Street in 2005, and the Commerce Block Building in Glenrock in 2007. Additionally, our company has been repeatedly contracted by the State Historic Preservation Office to complete various evaluations, assessments and designs as part of the Historic Architecture Assistance Fund Program.

Outside of the professional venue, it is a personal interest to me to assist in preserving the unique places that make Casper a special place for me and my family.

Thank you the opportunity and consideration.

A handwritten signature in blue ink that reads 'Jeffery C. Bond, Jr.'.

Jeffery C. Bond, Jr.

December 7, 2021

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

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

SUBJECT: Appointment of Maribeth Plocek and Joseff Hutchinson; and reappointment of Carol Johnson and Terry Wingerter to the Casper Planning and Zoning Commission

Meeting Type & Date:

Regular Council Meeting, December 7, 2021.

Action Type:

Minute Action

Recommendation:

That Council, by minute action, appoint Maribeth Plocek and Joseff Hutchinson; and reappoint Carol Johnson and Terry Wingerter to the Casper Planning and Zoning Commission, for three (3) year terms expiring December 31, 2024.

Summary:

The Planning and Zoning Commission has four (4) Commissioners with expiring terms at the end of this year. Of the four (4), two (2) Commissioners are eligible for reappointment, Carol Johnson and Terry Wingerter. Both have expressed an interest in continuing in their roles/positions. The City published notice requesting volunteers in the Casper Star-Tribune and on the City of Casper website during the last year and received interest from three (3) individuals. One of which, Carol Johnson, was immediately appointed to fill an unexpired term. The other two (2) individuals were placed on a wait list for appointment, in anticipation of the two (2) current openings. Letters of interest from all four (4) are attached for the Council's review.

Financial Considerations:

Not applicable.

Oversight/Project Responsibility:

Craig Collins, City Planner, is responsible for coordinating the Casper Planning and Zoning Commission.

Attachments:

Copy of Public Notice  
Letters of Interest/Application

# Public Service Opportunity!

**The Casper City Council is accepting applications from interested citizens who wish to serve as volunteer member of the Planning and Zoning Commission.**

## **Planning and Zoning Commission:**

This Commission's purpose is to oversee City planning and to provide an impartial voice to elected officials and citizens regarding current and long-range City planning issues facing Casper. The Planning and Zoning Commission is a board of seven (7) volunteer citizens of Casper that are appointed by the City Council and serve three (3) year terms. The Commission meets, in the evening, on the third Thursday of every Month at 6:00 p.m. at City Hall to consider applications for zone changes, plats/replats, annexations, site plans for new commercial and residential developments, conditional use permits, and various long-range planning initiatives. In addition to the monthly nighttime public hearings, Planning and Zoning Commissioners meet approximately once a month during lunchtime for training/work sessions. The Planning and Zoning Commission is supported by a professional City staff consisting of planners, engineers, building officials, emergency services, and public utilities personnel. Staff members analyze proposals and provide the Planning and Zoning Commission with reports on all proposals outlining pertinent background information, applicable laws, and adopted plans and policies.

## **What To Do If You Are Interested:**

If you are interested in participating in the rewarding and important work of the Planning and Zoning Commission, please submit a letter of interest outlining any relevant experience and the reasons that you believe you would be a good addition to the Planning Commission, to the Community Development Director, 200 North David Street, Suite 205, Casper, Wyoming, 82601. Please note on the envelope or subject line: "Planning and Zoning Commission Opening," or you may email your letter of interest to Craig Collins at [ccollins@casperwy.gov](mailto:ccollins@casperwy.gov) with the subject line notated as directed above. The deadline for applications is Friday, July 23, 2021.

Publish:            Sunday, July 11, 2021 - [Casper Star-Tribune](#)  
                         Sunday, July 18, 2021 - [Casper Star-Tribune](#)

City Website – July 6, 2021 through July 23, 2021

## Kristie Turner

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**From:** Maribeth Plocek <mplocek@sinclairoil.com>  
**Sent:** Thursday, July 22, 2021 3:27 PM  
**To:** Craig Collins  
**Subject:** FW: Planning and Zoning Commission Opening  
**Attachments:** M. Plocek Resume 2021.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Craig:

I am interested in serving on the Planning and Zoning Commission.

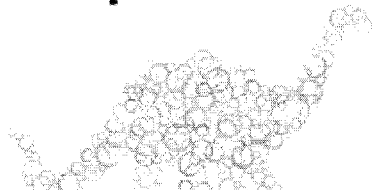
I have lived in Casper since 2001 and enjoy planning and executing projects. I think my experience with projects, planning and budgeting would make me an asset to the Planning and Zoning Commission. I am a Chemical Engineer with 43 years of experience in the Refining and Petrochemical Industries. Currently I am Assistant Refinery Manager and also Technical Manager (I supervise all Engineers at Sinclair Casper Refinery). My resume is attached.

I am an active Rotarian, have served on the Executive Board of the Chamber of Commerce, serve on University of Wyoming Industry Advisory Board for Chemical Engineers, and was nominated in 2019 as Woman of Distinction. I would be able to make most of the third Thursday evening meetings.

Best Regards,

Maribeth Plocek  
Technical Manager / Assistant Refinery Manager  
Sinclair Casper Refining Company  
PH: 307.232.2478  
Cell: 307.259.7365

**Fill up with clean.**



Joseff Hutchison  
1200 Donegal  
Casper Wyoming 82609  
civic@earthlink.net  
307-259-5586

July 22, 2021

Mr. Craig Collins

Re: Planning and Zoning Commission opening

I would like to express my interest in being appointed to the City of Casper's Planning and Zoning Commission. I am a long-time resident of the City of Casper and would like to serve as to the betterment of the city.

I am a business owner and deal everyday with the Blue Prints, detailed oriented specifications and the engineering.

I have served in various capacities for non-profits as a board member and executive positions, but at this time would like to try serving on a more civic minded position.

Thank you for your time and consideration. Rocky Mtn Power

Sincerely

A handwritten signature in black ink, appearing to read 'Joseff Hutchison', written in a cursive style.

Joseff Hutchison

2071 Greenspire Drive  
Casper, WY 82604

September 21, 2021

Craig Collins, Community Development Director  
City of Casper  
Sent via email [ccollins@casperwy.gov](mailto:ccollins@casperwy.gov)

Re: Planning & Zoning Commission opening

Dear Craig, City Council & the Selection Committee,

This letter is to re-new my interest in Planning & Zoning Commission. Recently appointed, I want to continue when my term expires in December.

While I am new to Wyoming having just moved here in November to accept a position as Director of Major Gifts and Planned Giving for the Boys & Girls Clubs of Central Wyoming in Casper, I am not new to intense civic involvement and am anxious to make an impact in my new home state. I have purchased a home in Casper and recently left that new position to initiate my own NonProfit and Legal Consulting business. I am applying for consideration on the Planning & Zoning Commission.

In Colorado I served on the Planning Commission in Golden, the Urban Renewal Authority in Golden and as elected official on two city councils, Golden and Loveland. I served on various city planning committees including historic preservation, economic development, community marketing, recreation and open space, the Chamber, affordable housing and two homeowner associations boards to name a few.

Even though the lodging tax had failed in Loveland three times previously, I took over leadership by meeting with the hospitality industry representatives, finding out what they needed to support a lodging tax, then sitting down with the city attorney to draft an ordinance that would work. My previous experience in Golden where I had also served on its City Council came in handy because I had learned how find a compromise between the needs of hospitality and merchants and those of the city. I lobbied the council first to find enough votes there, then while serving on a non-profit called Engaging Loveland, organized to bring more events to the city. I raised funding and support for the public's successful vote for the lodging tax. Finally, I served on the Community Marketing Commission for three years to implement the lodging tax through some rocky but successful initial years.

I also volunteered to serve as chair of the Loveland Downtown Team. The staff was struggling to re-vitalize the downtown and as the first city councilor and only woman on

council lead the team of staff, councilors and citizens through a very successful year where a streetscape and infrastructure plan was put in place, significant properties were purchased and a successful Request for Proposal was initiated.

I am very interested in getting involved in my new adopted city of Casper by serving on its Planning & Zoning Commission. My experience in two other cities would be beneficial and my learning curve would be somewhat shorter. Showing my interest, I have completed the Visit Casper program to become a Certified Tourism Ambassador, have joined Casper Rotary Club, and the Central Wyoming Estate Planning Council. My previous legal experience in private practice and as in-house counsel in energy (gas, oil and coal) would also be a plus to my service.

I look forward to hearing from you with an interview.

Very truly yours,

*Carol Johnson*



To: Liz Becker  
Community Development Department  
Craig Collins  
City of Casper Planner

From: Terry Wingerter

Date: October 21, 2021

To Whom It May Concern:

I have enjoyed being a board member of city planning the past three years of my first term. I would love to be considered to be appointed to my second term on the Casper Planning Board. I would feel honored that the City Council reappoints me for a second term. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Terry Wingerter". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Terry Wingerter