

INFORMATION PACKET

Friday, July 7, 2023



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C.A.S.P.E.R.

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid
Working Draft of Council Meeting Agendas

| July 11, 2023 Councilors Absent: | | | |
|--|---------------------|------------|---------------|
| Work Session Meeting Agenda Items | Recommendation | Begin Time | Allotted Time |
| Recommendations = Information Only, Move Forward for Approval, Direction Requested | | | |
| Meeting Follow-up | | 4:30 | 5 min |
| Code Enforcement – Potential Code Changes | Direction Requested | 4:35 | 60 min |
| Metro TNR and Fees Resolution | Direction Requested | 5:35 | 60 min |
| MOU School District and City for Youth Volleyball | Direction Requested | 6:35 | 20 min |
| Council Goals | Direction Requested | 6:55 | 30 min |
| Agenda Review | | 7:25 | 10 min |
| Legislative Review | | 7:35 | 10 min |
| Council Around the Table | | 7:45 | 20 min |
| Approximate Ending Time: | | | 8:05 |

| Tuesday, July 18, 2023 Councilors Absent: | | | | | |
|--|----------------------------|-----------------------|-------------------|--------------------|----------------------|
| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
| Pre-Meeting: Casper Rec League Assoc. Agreement | | | | | |
| Pre-Meeting: Additional Bar and Grill Licenses | | | | | |
| Pre-Meeting: Non-Domesticated Animal Feeding Preview | | | | | |
| Approval of 7/5 Minutes | | | | | C |
| Approval of 7/5 Executive Session Minutes | | | | | C |
| Est PH - New Special Malt Beverage Permit No. 2 for Casper Ice Arena | C | | | | |
| Public Hearing - JTL Group Inc Addition Subdivision | | N | | | |
| Public Hearing - Elkhorn Village Addition No. 3 | | N | | | |
| Public Hearing-Non-Domesticated Animal Feeding Ordinance | | | | | C |
| Public Hearing- Optional 1% Sales Tax | | | | | C |
| Sponsorship & Naming Rights Global Spectrum (tentative) | | | | C | |
| Evansville Texas Street Extension Study Approval | | | | C | |
| Authorize Revocable License Agreement with Centurylink Communications, LLC., dba Lumen Technologies Group, for Installation and Maintenance of a Fiber Optic Line. | | | | C | |
| Agreement for Elevator Maintenance Services with Kone Corporation | | | | C | |
| MRG Request | | | | C | |
| MOU School District and City for Youth Volleyball & Basketball | | | | C | |

| July 25, 2023 Councilors Absent: | | | |
|--|---------------------------|------------|---------------|
| Work Session Meeting Agenda Items | Recommendation | Begin Time | Allotted Time |
| Recommendations = Information Only, Move Forward for Approval, Direction Requested | | | |
| Meeting Follow-up | | 4:30 | 5 min |
| North Platte Development Plan | Direction Requested | 4:35 | 40 min |
| Rec Enterprise Business Plans Part 2 | Direction Requested | 4:35 | 60 min |
| Banner Health & Fire Agreement | Move Forward for Approval | 5:35 | 30 min |
| Agenda Review | | | 20 min |
| Legislative Review | | | 20 min |
| Council Around the Table | | | 20 min |
| Approximate Ending Time: | | | |

| August 1, 2023 Councilors Absent: | | | | | |
|--|-------------------------------------|-----------------------|-------------------|--------------------|----------------------|
| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
| | Pre-Meeting: Parks Master Plan MOUs | | | | |
| Approval of 7/18 Minutes | | | | | C |
| Public Hearing - New Special Malt Beverage Permit No. 2 for Casper Ice Arena | | N | | | |
| 2nd Reading - JTL Group Inc Addition Subdivision | | | N | | |
| 2nd Reading - Elkhorn Village Addition No. 3 | | | N | | |
| 2nd Reading - Non-Domesticated Animal Feeding Ordinance | | | N | | |
| 2nd Reading - Optional 1% Sales Tax | | | N | | |
| OVG | | | | | |

| August 8, 2023 Councilors Absent: | | | |
|--|--|-------------------|--------------------------|
| Work Session Meeting Agenda Items | Recommendation | Begin Time | Allotted Time |
| | Recommendations = Information Only, Move Forward for Approval, Direction Requested | | |
| Meeting Follow-up | | 4:30 | 5 min |
| Rec Enterprise Business Plans Part 3 | Direction Requested | 4:35 | 60 min |
| Speed Limit Ordinance Review | Direction Requested | 5:35 | 30 min |
| Agenda Review | | | 20 min |
| Legislative Review | | | 20 min |
| Council Around the Table | | | 20 min |
| | | | Approximate Ending Time: |

| August 15, 2023 Councilors Absent: | | | | | |
|---|----------------------------|-----------------------|-------------------|--------------------|----------------------|
| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
| | Approval of 8/1 Minutes | | | | |
| Est PH - Budget Amendment #1 FY24 | C | | | | |
| 3rd Reading - JTL Group Inc Addition Subdivision | | | N | | |
| 3rd Reading - Elkhorn Village Addition No. 3 | | | N | | |
| 3rd Reading - Non-Domesticated Animal Feeding Ordinance | | | N | | |
| 3rd Reading - Optional 1% Sales Tax | | | N | | |
| Parks Master Plan MOU | | | | | |

| August 22, 2023 Councilors Absent: | | | |
|---|--|-------------------|--------------------------|
| Work Session Meeting Agenda Items | Recommendation | Begin Time | Allotted Time |
| | Recommendations = Information Only, Move Forward for Approval, Direction Requested | | |
| Meeting Follow-up | | 4:30 | 5 min |
| Budget Amendment #1 FY24 | Move Forward for Approval | | 10 min |
| Camping Ordinance | Direction Requested | | 60 min |
| Snow Plow and Snow Route Declarations | Direction Requested | | 40 min |
| Agenda Review | | | 20 min |
| Legislative Review | | | 20 min |
| Council Around the Table | | | 20 min |
| | | | Approximate Ending Time: |

| September 5, 2023 Councilors Absent: | | | | | |
|---|---------------------------------------|-----------------------|-------------------|--------------------|----------------------|
| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
| | Pre-Meeting: Judge's Quarterly Report | | | | |
| Approval of 8/15 Minutes | | | | | C |
| PH - Budget Amendment #1 FY24 | | N | | | |
| PH - Annexation of JTL Group Inc. Addition | | N | | | |
| PH - Annexation of Elkhorn Village Addition No. 3 | | N | | | |

| September 12, 2023 Councilors Absent: | | | |
|--|--|-------------------|--------------------------|
| Work Session Meeting Agenda Items | Recommendation | Begin Time | Allotted Time |
| | Recommendations = Information Only, Move Forward for Approval, Direction Requested | | |
| Meeting Follow-up | | 4:30 | 5 min |
| Hogadon Rate Discussion | Direction Requested | | 30 min |
| General Business Licenses (tentative) | Direction Requested | 4:35 | 40 min |
| Agenda Review | | | 20 min |
| Legislative Review | | | 20 min |
| Council Around the Table | | | 20 min |
| | | | Approximate Ending Time: |

| September 19, 2023 Councilors Absent: | | | | | |
|--|----------------------------|-----------------------|-------------------|--------------------|----------------------|
| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
| | Pre-Meeting: | | | | |
| Approval of 9/5 Minutes | | | | | C |
| Executive Session: Personnel | | | | | |

| September 26, 2023 Councilors Absent: | | | |
|--|--|-------------------|--------------------------|
| Work Session Meeting Agenda Items | Recommendation | Begin Time | Allotted Time |
| | Recommendations = Information Only, Move Forward for Approval, Direction Requested | | |
| Meeting Follow-up | | 4:30 | 5 min |
| | | 4:35 | |
| Agenda Review | | | 20 min |
| Legislative Review | | | 20 min |
| Council Around the Table | | | 20 min |
| | | | Approximate Ending Time: |

Future Agenda Items

Council Items:

| Item | Date | Estimated Time | Notes |
|--|------|----------------|-----------|
| Formation of Additional Advisory Committees | | | |
| Excessive Vehicle Storage | | | |
| Graffiti Abatement & Alternatives | | | |
| Safe Place Program Implementation & Resolution | | | |
| Livability/Marketing Follow-up | | | |
| Special Event Permitting Process | | | |
| One Cent Funding Application Process Debrief | | | September |
| General Businesses Licenses | | | |
| Funding for Sidewalk Repairs/Homeowner | | | |
| Parking Garage Update from Republic | | | September |
| Naming City Equipment | | | September |
| Liquor License Incentive and Responsible Sales Program | | | |
| Wyoming 211 | | | |
| Youth Commission (Discrimination) | | | |
| Medical Clinic Regulations | | | September |

Staff Items:

| | | | |
|--|-------------------|------------|------------------|
| CBC Public Safety Design | | | October |
| Downtown Parking Kiosks | | | Fall |
| City Inspectors Authority/Oversight of Licensed Contractors | | | October |
| Unpaid Utility Ordinance Amendment | | | Fall |
| Part 2 Ford Wyoming Center | | | September |
| Judge's Quarterly Update | 12/5/23 3/5/24 | 15 minutes | Recurs Quarterly |
| Community Readiness Application for Utility Installation Around FWC/Sports Ranch | | | |
| Casper Mountain Property Easement Request | | | |

Potential Topics-- Council Thumbs to be Added:

Future Regular Council Meeting Items:

| | | | |
|--|--------------------|--|--|
| Annexation of JTL Group Inc. Addition | 3rd reading - 10/3 | | |
| Annexation of Elkhorn Village Addition No. 3 | 3rd reading - 10/3 | | |
| Executive Session: Personnel | 9/19/2023 | | |

Retreat Items:

| |
|---|
| Economic Development and City Building Strategy |
|---|



- | | | |
|---------------------------------------|---|--------------------------------|
| # - (16) Base officer deployment | 🚒 - Parade Volunteers/Barricades | 🚚 - Parade Route |
| 🚛 - (15) dump/sand trucks | 🚧 - (26) "Road Closed Parade Parking" Signs | 🟡 - Staging Area |
| 🚚 - (6) Belly Dump or Flatbed trailer | 🚧 - (9) Type 2 Barricades | 🟠 - Reunification Area |
| 🚓 - (21) Police Cars | 🚧 - (3) Construction Closures | 🟡 - Protest/Demonstration Area |



Memo to: Liz Becher; Community Development Director

From: Justin Scott, Chief Building Official

Subject: June - Commercial Development Report

Date: July 3, 2023

Permitting Update:

For the month of June, 4 building permits for new single-family home construction were issued. This brings the total building permits for new single-family residences in the calendar year to 13 with a value of construction of \$5,694,985.00. The Building Division issued 130 Building, 68 Electrical, 56 Mechanical, and 66 Plumbing permits with a value of construction of \$17,450,852.13, and with a permit revenue of \$156,396.02. A large portion of this month's revenue came in from the issuance of the City Hall Project SAFE building permit.

Calendar year: January 1st through June 30th

Permit total = 1774 permits issued for a value of \$45,859,474.38, and with a revenue of \$599,398.69.

Fiscal Year: July 1st through June 30th

Permit total = 3634 permits issued for a value of \$88,781,003.27, and with a revenue of \$5,974,110.36.

June Inspection Update:

The Building Division completed 167 building, 185 electrical, 129 plumbing, and 44 mechanical inspections, plus 1 plan review.

Commercial Construction Update:

Below is a breakdown of the 12 major commercial projects that are in progress:

Note: All projects are not included in this list; smaller projects including remodeling, alterations and additions may not be listed.

- LDS Temple (3011 Independence Dr.), Interior connections and finish are in process. Stone veneer is being installed and the steeple structure is being framed.



- Liberty Square Apartment Complex, 60 units (1100 S. Beverly St), All buildings are complete and are waiting on the electrical service gear to be energized. The anticipated completion for this project is the middle of July 2023.
- Wal-Mart East Interior Remodel (4400 E. 2nd St.) Fire pump and sprinkler piping in process.
- Casport Mint, (170 Star Lane), Phase I is nearing completion, mezzanine office areas are in trim phases, this project has been divided into 7 phases. Phase II is being designed and scheduled to begin shortly. Each phase is being permitted separately so some of the Phase II footings have been poured and included into Phase I.
- La Cocina Restaurant (4110 Centennial Hills), A T.C.O. was issued to stage furniture, install kitchen equipment, and stock the kitchen. Kitchen equipment is currently holding up the completion date. The owners are anticipating a mid-August grand opening.
- Alma Business Bld. (260 W. 1st St, Old Bakery), T.C.O. was issued for the front business portion of the building. The residential portion is anticipated to be finished shortly.
- Nolan Phase II (225 S. David St. Condominiums), Interior and exterior finishes are in process for all three units.
- Jump Craze (SE Wyoming Blvd near E 21st St), The permit has been issued. Site work and foundation is in process.
- Discount Tire (4990 E. 2nd St near the Residence Inn), Site work is in process and the foundation has been poured, CMU walls are in process.
- Johnstone Supply (3100 E. Yellowstone), A T.C.O. for occupancy was issued. They are awaiting service gear for permanent power. Once permanent power is established they will be issued a C.O.
- 307 Chiropractic (5980 Enterprise Dr near Menards), Site work is in process and the foundation has been poured. Framing is in process.
- City Hall Project SAFE (200 N David St), Asbestos abatement and interior demolition is in process.

Projects Completed:

- No projects were completed this month.

Permitted Projects:

- City Hall Project SAFE
- Fairfield by Marriott (W D St)
- Nolan Phase III Foundation Only
- CY Liquor and Backdoor Lounge (1363 CY Ave)



Approved projects not started:

- Blackmore Market Place Shops (5081 E. 2nd St.)
- Wyoming Food for Thought (Old North Casper School)

New Projects Submitted for Approval:

- WYO Sports Ranch (near the Events Center) 133,000 sq. ft. indoor sports facility.

Anticipated Projects:

- No anticipated projects at this time.

Demolition/Special Projects:

- YMCA – Old YMCA is in the process of being demolished. The site will be paved for additional parking and the East existing gym is to remain. Demolition is expected to be complete by the middle of July.
- EconoLodge (300 W F St) was posted as a Dangerous Building because of its location to pathways, public recreation points, public transportation, and its vicinity to the interstate. It was a fire hazard, unsecured public nuisance, and was being occupied by transients. This was a team effort between Building, Code Enforcement, Casper P.D., and Casper Fire Community Risk Reduction.



AMOCO REUSE AGREEMENT JOINT POWERS BOARD

2435 King Blvd, Suite 249
Casper, WY 82604
(307) 472-5591



renee@arajpb-casper.org

AMOCO REUSE AGREEMENT JOINT POWERS BOARD

MEETING MINUTES

6:00 p.m. Wednesday, May 10, 2023

2435 King Blvd, Big Horn Conference Room, Casper, WY 82604

Present: Rob Hurless, Larry Madsen, Amber Pollock, Amy Freye, Steve Freel, Jim DeGolia, and Jeff Goetz

Absences: Terry Lane and John Lee

Others Present: *Matt Reams and Executive Director Renee Hahn.

With a quorum in attendance, the meeting was called to order at 6:00 p.m. by Chairman Hurless. All attendees were asked to participate in the Pledge of Allegiance to the Flag.

1. Minutes from April 12th 2023 Regular Meeting

A motion was made by Mr. Madsen and seconded by Ms. Freye to approve the Minutes presented of the April 12, 2023 Regular Meeting. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the Minutes as presented. (Copy of Minutes on file.)

2. Approval of May 10, 2023 Treasurer's Report

Details of investment accounts, the checking account and the various vouchers listed on the Treasurer's Report as of May 10, 2023 were presented by Mr. Madsen.

A motion was made by Ms. Pollock and seconded by Mr. DeGolia to approve the Treasurer's Report of May 10, 2023, containing the financial report of the investment funds, checking account and interest accrued and the authorization for payment of all vouchers listed on the report. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the report. Mr. Madsen explained and summarized the investments.

The April 2023 monthly financial statement draft by Lenhart Mason was presented by Mr. Madsen.

Investment/Financial Committee

Mr. Madsen updated the Board on the depositories for ARAJPB.

• Executive Session

A motion was made by Mr. Madsen and seconded by Mr. Goetz to enter Executive Session at 6:06 pm. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to enter Executive Session to discuss personnel matters. Ms. Hahn and Mr. Reams exited the meeting at that time.

At 6:43 pm Ms. Hahn and Mr. Reams were asked to return to the meeting by Mr. Hurless. A motion was made to exit Executive session prior to their return. The Board had determined Ms. Hahn's increase

of \$200.00 per month. Mr. Hurless informed Ms. Hahn that he will plan to come by the office tomorrow to discuss the Boards determination.

*Mr. Freel exited the meeting at 6:44 pm.

The Proposed Draft Budget was explained by Ms. Hahn for 2023-2024. Questions were answered. A motion was made by Mr. Madsen and seconded by Ms. Freye to accept the 2023-2024 Proposed Budget. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the Proposed Budget as amended with an increase in maintenance to cover additional costs of repairing the Via Linda Trail and the additional cost of hiring a new Executive Director due to Ms. Hahn's planned retirement in March of 2025.

3. Committee Reports

- **Three Crowns**

Mr. Reams updated the Board on the operations of the golf course stating that the first two weeks of April had inclement weather. In the end, the weather only played a minor role in lost rounds since they were down 240 rounds by month-end. With the extreme weather, they were able to cut costs on staffing in most departments. Aerification was completed this week with 3/8-inch tines. The draft financials were disbursed but they are currently waiting on invoices prior to completing the finals. Mr. Reams is expecting a \$8k-12k gain at month-end.

Membership sales exceeded expectations this year and Mr. Reams is quite pleased with the results.

Currently Mr. Reams has \$81k in the Impress savings account to help him through year-end.

Mr. Reams followed-up with the construction update. The expected reopening date is mid-June though dependent on the windows and other variables. The decking and posts for the pergola are planned to go into place tomorrow, though weather dependent. Additionally, the construction for the east stair steps will begin next week. The electrical for the bar will be completed this coming weekend. Bar equipment will be shipped on Tuesday May 16th. Mr. Reams explained that 70-80% of the materials for the job have been received. They are still waiting on carpet, flooring, doors, and windows. The window selection is still being reviewed by the Health Department.

The planned reopening is still mid-June though dependent on the windows.

Mr. Reams then proceeded to discuss the renaming of the restaurant and wanted the subject to be open for discussion. Every meeting participant expressed their thoughts and evaluated the topic. After much discussion, it was determined to move forward with the new name; The Refinery. It was unanimous amongst the Board that the logo still needed attention.

*Ms. Pollock exited the meeting at 7:35 pm.

A separate committee was formed to assist Mr. Reams with work on the logo. Ms. Freye, Ms. Pollock, Mr. Goetz, and Mr. DeGolia will help with the time sensitive project.

- **PRC**

Ms. Hahn shared that a trail repair will be taking place in two weeks by Arcadis.

- **ARAJPB Development**

Mr. DeGolia asked if there were any questions on the Status Report that had been emailed prior to the meeting. There were no questions.

- **Architectural Review**

Ms. Freye had no report.

- **Executive Committee**

Mr. Hurless shared that all conversations were discussed during this meeting.

4. Interaction with City and County Representatives – Specific Issues and Concerns

No Reports.

5. Other

Mr. Goetz shared the update on the Poplar Street project. WYDOT had only received one bid which was 23 million dollars over budget. They will determine how and if they are going to proceed with the project at a meeting on May 11th in Sheridan County.

6. Future Meetings/Agenda

- Three Crowns Management Committee - May 18th, 7:30 am, 2435 King Blvd., Big Horn Conference Room.
- ARAJPB Regular Meeting June 14th, at 6:00 pm at 2435 King Blvd., Big Horn Conference Room.
- Three Crowns Management Committee - June 15th, 7:30 am, 2435 King Blvd., Big Horn Conference Room.

Office Closures:

May 22 – 26th - Renee’s vacation

May 29th – Memorial Day

7. Public Comment

There was no public comment.

8. Good of the Order

No Report.

9. Adjournment

There being no further action by the Board, a motion was made by Mr. DeGolia and seconded by Mr. Goetz to adjourn the meeting at 8:09 p.m. The motion carried with all members in attendance voting aye.

Date

Board Officer

Date

Presiding Officer

DATE: JULY 5, 2023
TO: CIVIL SERVICE COMMISSION
FROM: HEIDI ROOD, HUMAN RESOURCES GENERALIST
SUBJECT: CIVIL SERVICE COMMISSION MEETING

**CIVIL SERVICE COMMISSION MEETING
WEDNESDAY, JULY 5, 2023**

1:00 P.M.

CASPER BUSINESS CENTER

123 W 1st St

5th Floor Large Meeting Room – Just past suite 555 (Human Resources)

AGENDA

1. Approval of June 7, 2023, Meeting Minutes
2. Certify Fire Engineer List
3. Other Business
4. Set Next Meeting Date(s)

August 2nd – Certify Entry-Level Police Officer List

September 6th

From: Lee, John L <John.L.Lee@charter.com>
Sent: Monday, July 3, 2023 9:58 AM
To: Lee, John L <John.L.Lee@charter.com>
Subject: Charter Communications - Upcoming Changes



Dear Franchise Official:

We value our customers and are committed to providing them with the latest products and technology, and we work hard to keep prices as low as possible. Despite our best efforts, rising costs including programming fees charged by TV networks have impacted our pricing. Customers are being notified via bill message regarding the following price changes that will take effect on or after August 9, 2023. Please note for customers who may be paying a promotional price, the retail price and autopay discount does not take effect until the end of the promotional period.

| Services/Products | Change |
|--|---|
| Broadcast TV Surcharge | Will increase by \$1.00/month. |
| Broadcast TV Surcharge for Spectrum TV Choice and Spectrum TV Stream | Will increase by \$2.20/month. |
| Spectrum Sports Programming Fee (Legacy Time Warner Cable Plans Only) | Will increase by \$2.00/month. |
| Spectrum Lifestyle Plan, Silver, and Gold | Will increase by \$5.00/month. |
| Spectrum TV Choice 10 <ul style="list-style-type: none"> Impacted customers are eligible to call to add 5 additional channels to their lineup starting 7/12/2023; On or after 8/9/2023, customers can visit Spectrum.net/YourChoice to choose channels Customers currently paying \$34.99 per month will only increase \$5.00 to \$39.99 per month with a \$10.00 credit for 12 months Customers currently paying \$39.99 per month will only increase \$5.00 to \$44.99 per month with a \$5.00 credit for 12 months | Depending on a customer's subscription, will increase by either \$10.00/month or \$15.00/month. |
| Spectrum TV Choice 15 | Will increase by \$5.00/month. |
| Spectrum TV Stream | Will increase by \$5.00/month. |
| Spectrum Sports Pack | Will increase by \$2.00/month. |
| Spectrum Sports View | Will increase by \$1.00/month. |
| Spectrum Bundled Voice <ul style="list-style-type: none"> Only impacts customers that are not already at current \$19.99 rate | Will increase by \$5.00/month. |

We remain committed to providing excellent communications and entertainment services in your community. If you have any questions about this change, please feel free to contact me at (720) 482-6086 or via email at John.L.Lee@Charter.com

Sincerely,

John Lee
Senior Manager, Government Affairs
John Lee | Senior Manager, Government Affairs
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