

WORK SESSION AGENDA



**Casper City Council
City Hall, Council Meeting Room
Tuesday, March 10, 2020, 4:30 p.m.**

Work Session Meeting Agenda		Recommendation	Allotted Time	Beginning Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
1.	Council Meeting Follow-up		5 min	4:30
2.	6 th Cent Survey Results	Direction Requested	30 min	4:35
3.	Capital Budget Review	Direction Requested	30 min	5:05
4.	Community Promotions Funding (Part 1)	Direction Requested	30 min	5:35
5.	Unsafe Structure & Equipment Ordinance	Direction Requested	45 min	6:05
6.	Staffing Requests	Direction Requested	20 min	6:50
7.	Agenda Review <ul style="list-style-type: none"> • Liquor Resolutions 	Direction Requested	20 min	7:10
8.	Legislative Review		10 min	7:30
9.	Council Around the Table		10 min	7:40
Approximate End Time:				7:50

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

We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

February 28, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk
SUBJECT: Natrona County Optional 6th Cent Citizen Survey—Results Overview

Recommendation:

That Council review the report of the results of the Natrona County Optional 6th Cent Citizen Survey.

Summary:

Recently, the City of Casper employed the ETC Institute, (ETC), to conduct a survey to registered voters on various projects the County is thinking about including on the ballot. This company conducts surveys for many cities, and specializes in the design and administration of market research of governmental organizations. One of their major areas of expertise is in voter opinion surveys. ETC has conducted research for more major U.S. cities than any other firm.

The Survey was mailed out in early February. Once the survey was complete, ETC then compiled the data to provide the County, and municipalities, with information regarding the various projects being considered for 6th cent funding. Surveys were mailed to registered voters at random by ETC. They then followed up with an email to ensure a high response rate. The statistically significant amount of surveys needed for our population and number of voters in order to be representative was 500 surveys. Through mail and online means ETC was able to compile a total of 865 surveys. This included 502 by mail and 383 completed online. While the respondents' age range seems a little older than the population of the County, it is actually representative of the those that vote.

Due to the number of responses, ETC calculated that the margin of error around results for the survey is plus or minus 3.3 percentage points. That means that if the report says 60% of citizens rated a service as good or excellent, about 57%-63% of County residents would most likely feel that way.

Based on the survey results, the report indicated that the following is a priority chart showing the levels of support each item received.

	Support	Not Supportive
Casper reconstruction of Midwest Ave.	70.6%	15.3%
Mills - Fire Hydrant & Water Service Replacement	67.1%	18.5%
Edgerton/Midwest replacing waterline	64.5%	20.6%
Mills - Sewer Main/Manhole Replacement	63.7%	20.2%
Mills - Emergency Generator Water Treatment Plant	63.2%	18.9%

Bar Nunn sewer and water infrastructure	61.9%	24.4%
Casper Police Station	61.4%	27.2%
Edgerton/Midwest streets, cutters, curbs	59.2%	25.4%
Natrona County Library	58.6%	32.0%
Mills - Water Tank	55.6%	22.5%
Bar Nunn Town Hall/Community Ctr	50.4%	31.7%
Evansville Municipal Facility	50.0%	31.7%
Mills - Community Center	40.2%	35.0%
Mills - Mills Parks improvements	40.0%	34.2%
Mills - Pathway Connecting Lower Mills - River Heights	38.6%	37.5%
Robertson Hills Area new park	32.3%	39.6%

The County and municipalities will review these results and use the data to decide whether they want to forward the projects on to the County to go on the ballot. If the municipalities decide to pursue the ballot, they can then formulate education to the public as well as draft wording for the ballot.

The survey results are provided for Council's review.

Financial Considerations:

None at this time.

Project Oversight:

J. Carter Napier, City Manager

Fleur Tremel, Assistant to the City Manager

Attachments:

Natrona County 6th Cent Tax Survey Results

Natrona County 6th Cent Tax Survey

Findings Report

...helping organizations make better decisions since 1982

2020

Submitted to Natrona County, Wyoming

ETC Institute
725 W. Frontier Lane,
Olathe, Kansas
66061

March 2020





Contents

Executive Summary	i
Charts and Graphs	1
Tabular Data	26
Crosstabular Data by Age	49
Survey Instrument	72

Natrona County 6th Cent Tax Survey

Executive Summary

Overview

ETC Institute administered a survey for Natrona County during February 2020. The survey was administered to residents in Casper, Evansville, Bar Nunn, Mills and Natrona County. The purpose of the survey is to determine if the election was today, what voters would be in favor of and why. The feedback will help the County determine the will of the public.

Methodology

ETC Institute mailed a survey packet to a sample of households with registered voters in Natrona County. Each survey packet contained a cover letter, a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it on-line at www.natronacountysurvey.org.

Ten days after the surveys were mailed, ETC Institute sent emails to the households that received the survey to encourage participation. The emails contained a link to the on-line version of the survey to make it easy for residents to complete the survey. To prevent people who were not registered voters in Natrona County from participating, everyone who completed the survey on-line was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered on-line with the addresses that were originally selected for the sample. If the address from a survey completed on-line did not match one of the addresses selected for the sample, the on-line survey was not counted.

The goal was to obtain completed surveys from at least 500 registered voters. The goal was exceeded with a total of 885 residents completing the survey. The overall results for the sample of 885 respondents have a precision of at least +/-3.3% at the 95% level of confidence.

This report contains the following:

- Charts showing the overall results of the survey (Section 1)
- Tabular data showing the overall results for all questions on the survey (Section 2)
- Crosstabular data showing the results by age group (Section 3)
- A copy of the survey instrument (Section 4)

The major findings of the survey are summarized on the following pages.

City of Casper Police Facility

Respondents were given the following information and then asked to indicate how supportive they would be of building a new police facility for the City of Casper:

Currently, the Casper Police Department leases space in the Hall of Justice, which was built in 1977. Recent third-party research has verified that the existing Police Department has only half the space needed for efficient operations for today's needs, let alone that which is needed for future growth. Additionally, the existing facility has no capacity to meet the rapidly expanding technology needs of modern Law Enforcement. The City of Casper is seeking \$42.5 million to design, build, and equip a modern police facility capable of serving the community for the next 50 years. The facility would include modern training facilities, modern evidence facilities, a community meeting space (also available for public use) and would be designed to centralize public safety services such as the Municipal Court.

Sixty-one percent (61.4%) of respondents indicated they are either “very supportive” (34.1%) or “somewhat supportive” (27.3%) of building a new police facility for the City of Casper. Eleven percent (11.4%) of respondents indicated they are “not sure” and 27.2% of respondents indicated they are “not supportive” of building a new police facility for the City of Casper. Respondents who gave “not supportive” or “not sure” responses were asked to indicate the reasons for their response. Taxes are already too high (40.4%), this is too expensive (28.9%), I don’t support this project (18.9%), and need more information (18.6%) were the most common reasons respondents did not indicate they were supportive of the initiative.

City of Evansville Municipal Facility

Respondents were given the following information and then asked to indicate how supportive they would be of building a new municipal facility for the City of Evansville:

A new Evansville Municipal Facility would combine and replace aging and undersized existing 1980's facilities for the Fire Department, City Hall, and Police Departments into a single multi-use municipal facility. Planning sessions in recent months have identified the need for an approximately 47,000 square foot facility that will provide the staff and community with the latest in technology and be energy efficient in its heating, lighting, and building envelope as well as an opportunity for a modern looking building that will present a new impression of Evansville. The design would also include adequate emergency power and utility redundancy to allow emergency responders to function uninterrupted by severe weather and other disasters. Currently emergency responders can be limited in reaction times due to inadequate emergency power. The facility is expected to cost approximately \$18-\$19 million.

Fifty percent (50.0%) of respondents indicated they are either “very supportive” (19.3%) or “somewhat supportive” (30.7%) of building a new municipal facility for the City of Evansville. Eighteen percent (18.3%) of respondents indicated they are “not sure” and 31.7% of respondents indicated they are “not supportive” of building a new municipal facility for the City of Evansville. Respondents who gave “not supportive” or “not sure” responses were asked to indicate the reasons for their response. Taxes are already too high (31.9%), I don’t support this project (22.2%), need more information (22.0%), and this is too expensive (18.8%) were the most common reasons respondents did not indicate they were supportive of the initiative.

Natrona County Library Facility

Respondents were given the following information and then asked to indicate how supportive they would be of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County:

The Natrona County library is a community literacy center and indirect economic driver operating in a building with one part being 70 years old and the other 50 years old. The age, construction, and layout of building presents overwhelming limitations. The facility will not accommodate additional electrical and data wiring, and the aging plumbing doesn't keep up with user demand. A recent third-party assessment confirms neither the building nor the parking are sufficient to accommodate the over 6,200 weekly library visitors. Natrona County anticipates requesting \$35.5 million from the taxpayers to be combined with funds raised through a capital campaign to design, build, and equip a modern library with the capacity to serve Natrona County residents and visitors for the next 50 years and beyond. The new facility will include data and electrical capacity to meet current and future needs, flexible children's and adult programming spaces, quiet reading and study areas, a business center, and adequate parking.

Fifty-nine percent (58.6%) of respondents indicated they are either "very supportive" (39.0%) or "somewhat supportive" (19.6%) of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County. Nine percent (9.4%) of respondents indicated they are "not sure" and 32.0% of respondents indicated they are "not supportive" of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County. Respondents who gave "not supportive" or "not sure" responses were asked to indicate the reasons for their response. Taxes are already too high (35.5%), I don't support this project (34.7%), this is too expensive (16.0%), and need more information (10.2%) were the most common reasons respondents did not indicate they were supportive of the initiative.

Town of Bar Nunn Town Hall and Community Center

Respondents were given the following information and then asked to indicate how supportive they would be of building a new town hall/community center in the Town of Bar Nunn:

The current town hall in Bar Nunn was repurposed from an office/warehouse space to a town hall in 1982. The building is not ADA compliant, poses safety challenges and restricts access to government. The purpose of a new facility would allow for expansion of town services as necessary, increase accessibility for residents and provide a community center to create a hub of activity for the community.

Fifty percent (50.4%) of respondents indicated they are either "very supportive" (20.8%) or "somewhat supportive" (29.6%) of building a new town hall/community center in the Town of Bar Nunn. Eighteen percent (18.0%) of respondents indicated they are "not sure" and 31.7% of respondents indicated they are "not supportive" of building a new town hall/community center in the Town of Bar Nunn. Respondents who gave "not supportive" or "not sure" responses were asked to indicate the reasons for their response. Taxes are already too high (28.2%), I don't support this project (25.9%), need more information (23.1%), and this is too expensive (11.8%) were the most common reasons respondents did not indicate they were supportive of the initiative.

Town of Bar Nunn New Infrastructure

Respondents were informed that the Town of Bar Nunn needs sewer and water infrastructure along the interchange and in the community to further development and growth. Knowing this, respondents were asked to indicate how supportive they would be of adding new infrastructure by the interchange (\$1 million) and within city limits (\$500,000).

Sixty-two percent (61.9%) of respondents indicated they are either “very supportive” (28.7%) or “somewhat supportive” (33.2%) of adding new infrastructure by the interchange and within city limits. Fourteen percent (13.7%) of respondents indicated they are “not sure” and 24.4% of respondents indicated they are “not supportive” of adding new infrastructure by the interchange and within city limits. Respondents who gave “not supportive” or “not sure” responses were asked to indicate the reasons for their response. Taxes are already too high (31.3%), need more information (27.2%), and I don’t support this project (17.0%) were the most common reasons respondents did not indicate they were supportive of the initiative.

Towns of Midwest and Edgerton Waterlines

Respondents were given the following information and then asked to indicate how supportive they would be of replacing eight miles of potable waterline between Midwest/Edgerton and Casper:

The Town of Midwest and the Town of Edgerton’s ability to provide basic water service to resident, industry and area customers is being compromised by deteriorating water pipeline. The total cost to replace 8 miles of potable waterline between Midwest/Edgerton and Casper would be \$12 million.

Sixty-five percent (64.5%) of respondents indicated they are either “very supportive” (33.9%) or “somewhat supportive” (30.6%) of replacing eight miles of potable waterline between Midwest/Edgerton and Casper. Fifteen percent (14.9%) of respondents indicated they are “not sure” and 20.6% of respondents indicated they are “not supportive” of replacing eight miles of potable waterline between Midwest/Edgerton and Casper. Respondents who gave “not supportive” or “not sure” responses were asked to indicate the reasons for their response. Taxes are already too high (30.0%), need more information (25.7%), I don’t support this project (21.5%), and this is too expensive (12.2%) were the most common reasons respondents did not indicate they were supportive of the initiative.

Towns of Midwest and Edgerton Streets, Curbs, and Gutters

Respondents were informed that the Town of Edgerton and the Town of Midwest need to make improvements to streets, curbs, and gutters. Knowing this, respondents were asked to indicate how supportive they would be of allocating \$300,000 to each Town (\$600,000 in total) to make improvements to streets, curbs and gutters.

Fifty-nine percent (59.2%) of respondents indicated they are either “very supportive” (23.5%) or “somewhat supportive” (35.7%) of allocating \$300,000 to each Town to make improvements to streets, curbs and gutters. Fifteen percent (15.4%) of respondents indicated they are “not sure”

and 25.4% of respondents indicated they are “not supportive” of allocating \$300,000 to each Town to make improvements to streets, curbs and gutters. Respondents who gave “not supportive” or “not sure” responses were asked to indicate the reasons for their response. Taxes are already too high (26.8%), I don’t support this project (24.8%), need more information (24.2%), and the economy/economic impact (10.1%) were the most common reasons respondents did not indicate they were supportive of the initiative.

Robertson Hills Park

Respondents asked to indicate how supportive they would be of building a new park in the Robertson Hills Area. Thirty-two percent (32.3%) of respondents indicated they are either “very supportive” (11.9%) or “somewhat supportive” (20.4%) of building a new park in the Robertson Hills area. Twenty-eight percent (28.1%) of respondents indicated they are “not sure” and 39.6% of respondents indicated they are “not supportive” of building a new park in the Robertson Hills area. Respondents who gave “not supportive” or “not sure” responses were asked to indicate the reasons for their response. Need more information (36.7%), taxes are already too high (21.3%), and I don’t support this project (20.9%) were the most common reasons respondents did not indicate they were supportive of the initiative.

City of Casper Midwest Avenue Reconstruction

Respondents were given the following information and then asked to indicate how supportive they would be of completing the reconstruction of Midwest Avenue between Walnut Street and Poplar Street:

The City of Casper is on the last phase to complete the reconstruction of Midwest Avenue between Walnut Street and Poplar Street. This project continues the improvements in the Old Yellowstone District and connects the Downtown to the Amoco Reuse project. It is projected to open up properties within the District to redevelopment. The project is expected to cost \$2.3 million.

Seventy-one percent (70.6%) of respondents indicated they are either “very supportive” (34.4%) or “somewhat supportive” (36.2%) of completing the reconstruction of Midwest Avenue between Walnut Street and Poplar Street. Fourteen percent (14.0%) of respondents indicated they are “not sure” and 15.3% of respondents indicated they are “not supportive” of completing the reconstruction of Midwest Avenue between Walnut Street and Poplar Street. Respondents who gave “not supportive” or “not sure” responses were asked to indicate the reasons for their response. Taxes are already too high (38.7%), need more information (24.3%), this is too expensive (17.1%), and the economy/economic impact (11.7%) were the most common reasons respondents did not indicate they were supportive of the initiative.

Town of Mills Public Service and Recreation Projects

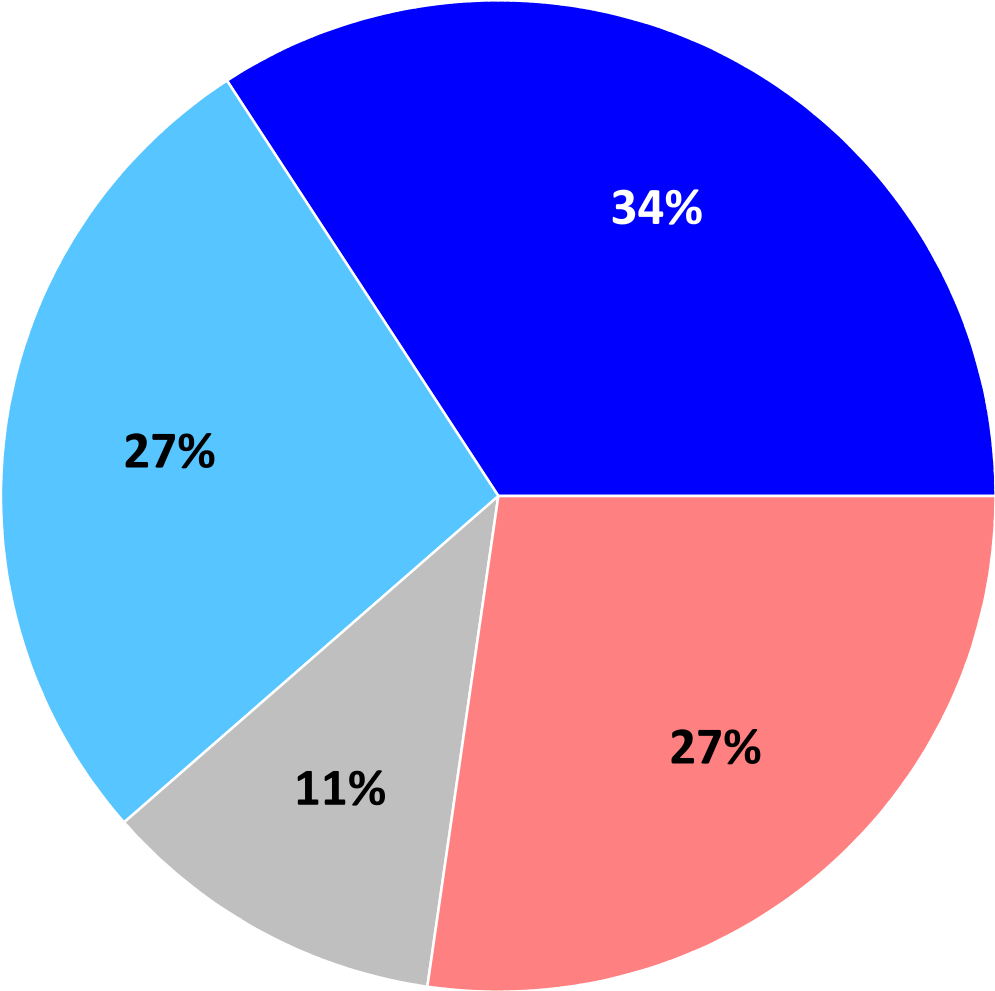
Respondents were informed that the Town of Mills has identified several public service and recreation projects that will improve the safety, well-being, and quality of life for residents. Respondents were asked to indicate their level of support for each item. The projects that saw the highest levels of support, based on the sum of “very supportive” and “somewhat supportive” responses, were: the Lower Mills Firer Hydrant and Water Service Replacement (67.1%), Sewer Main/Manhole Replacement (63.7%), and the Emergency Generator Water Treatment Plan (63.2%). The item that received the lowest level of support was the pathway connecting Lower Mills to River Heights (38.6%).

Section 1

Charts and Graphs

How supportive would you be of building a new police facility for the City of Casper?

by percentage of respondents (excluding “not provided” responses)

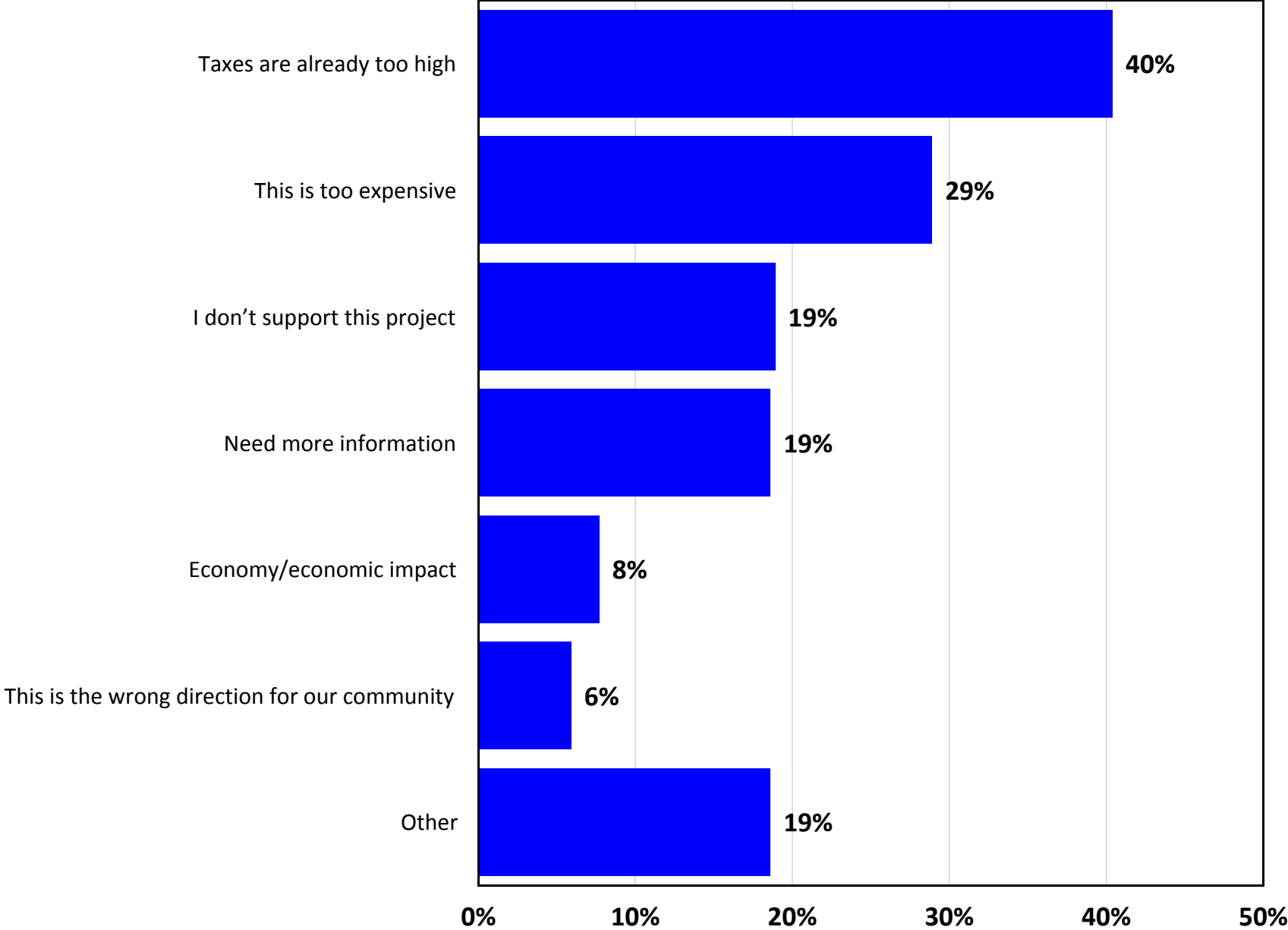


Very supportive Somewhat supportive Not sure Not supportive

Source: ETC Institute (2020)

Why did you answer "not supportive" or "not sure"?

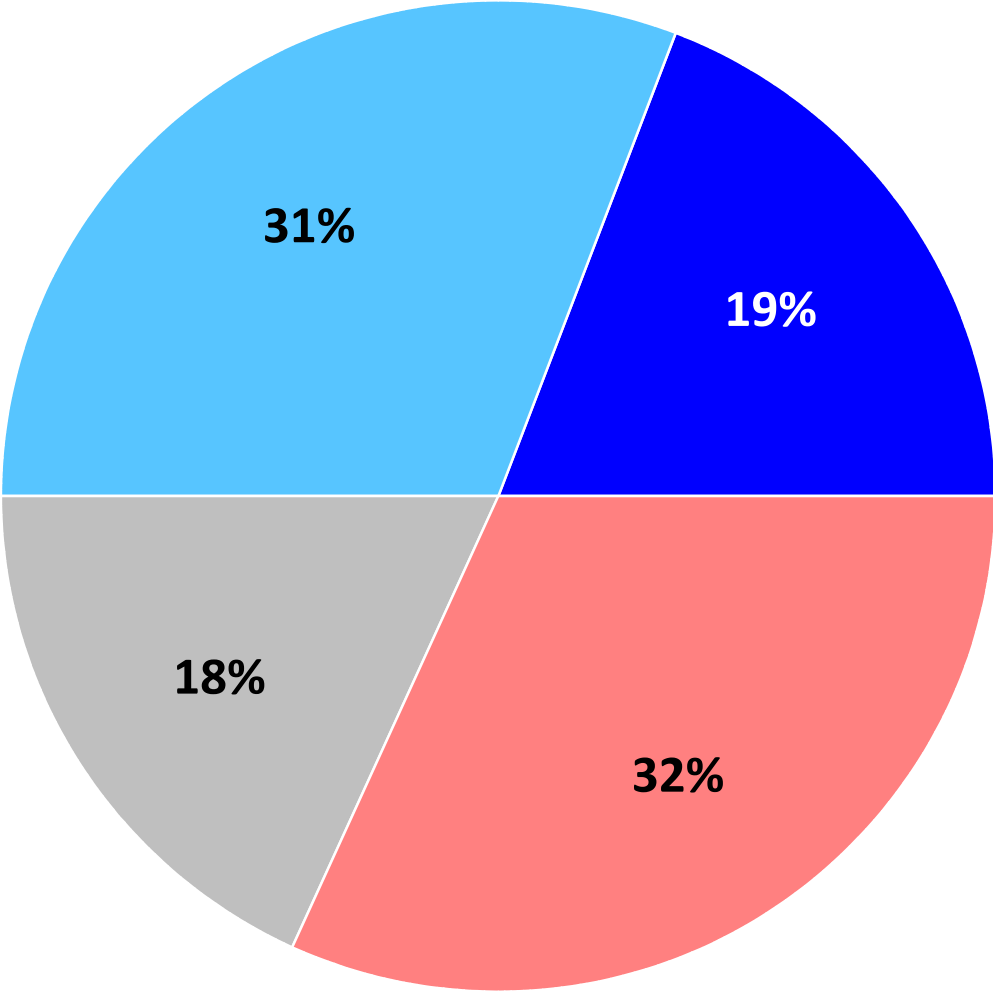
by percentage of respondents who indicated they were "not supportive" or "not sure"



Source: ETC Institute (2020)

How supportive would you be of building a new municipal facility for City of Evansville?

by percentage of respondents (excluding “not provided” responses)

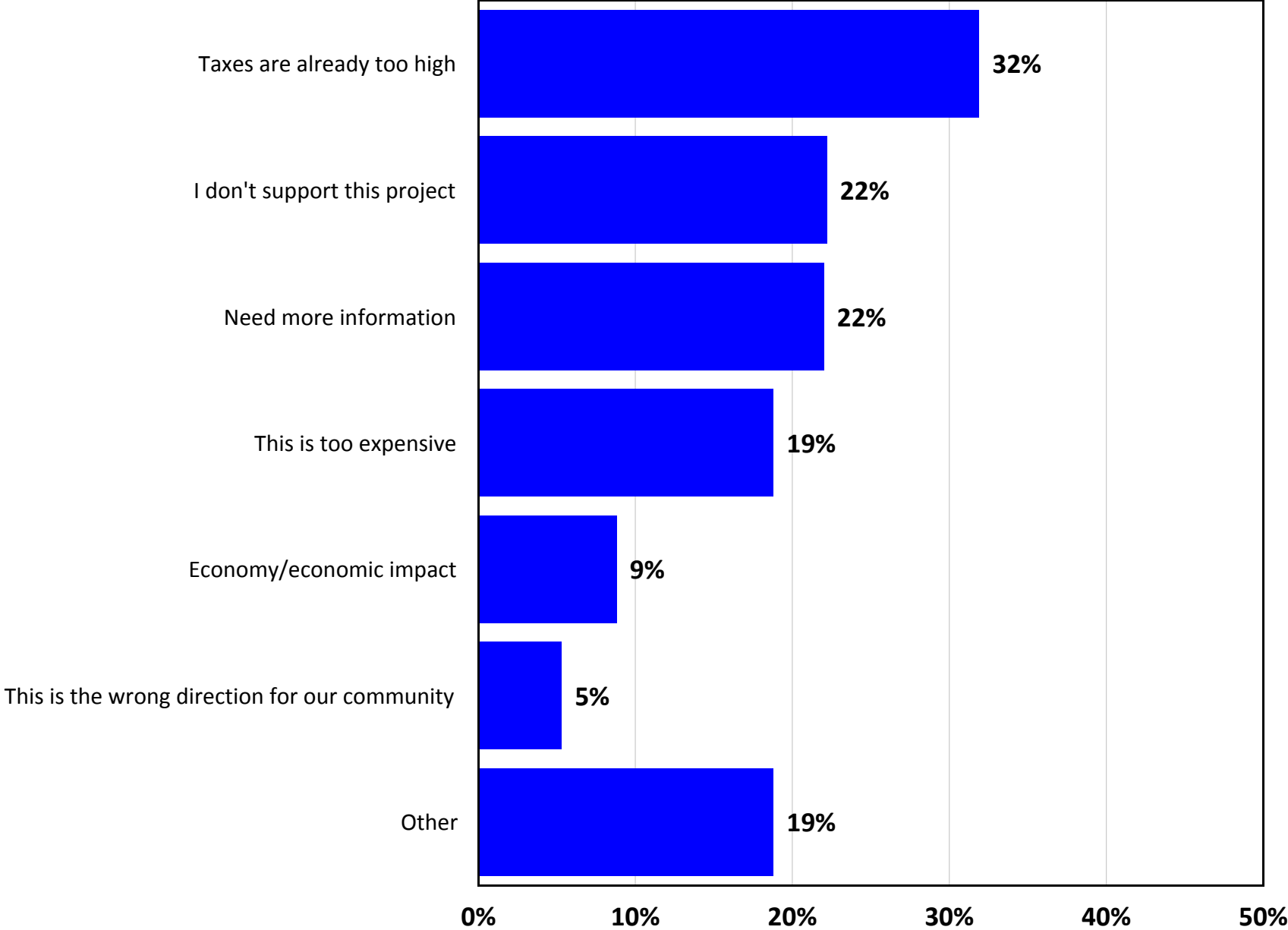


■ Very supportive ■ Somewhat supportive ■ Not sure ■ Not supportive

Source: ETC Institute (2020)

Why did you answer "not supportive" or "not sure"?

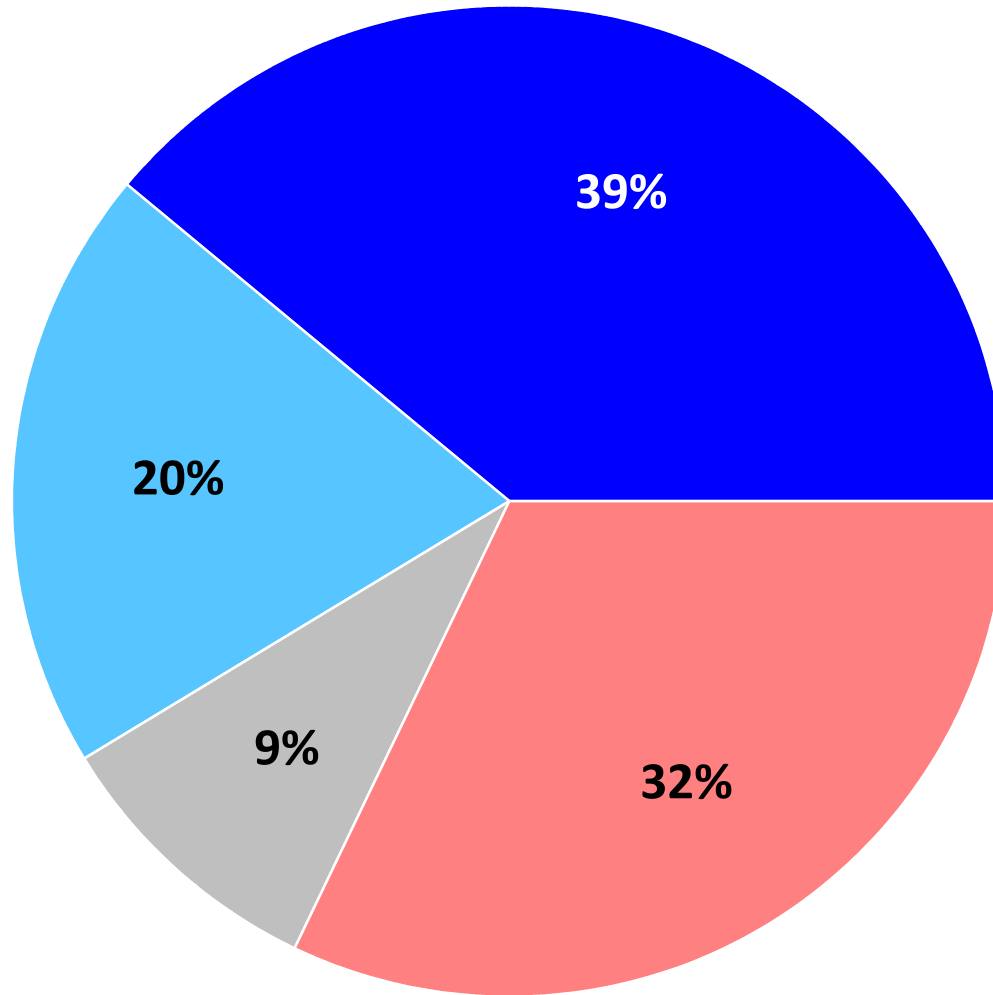
by percentage of respondents who indicated they were "not supportive" or "not sure"



Source: ETC Institute (2020)

How supportive would you be of the 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County?

by percentage of respondents (excluding "not provided" responses)

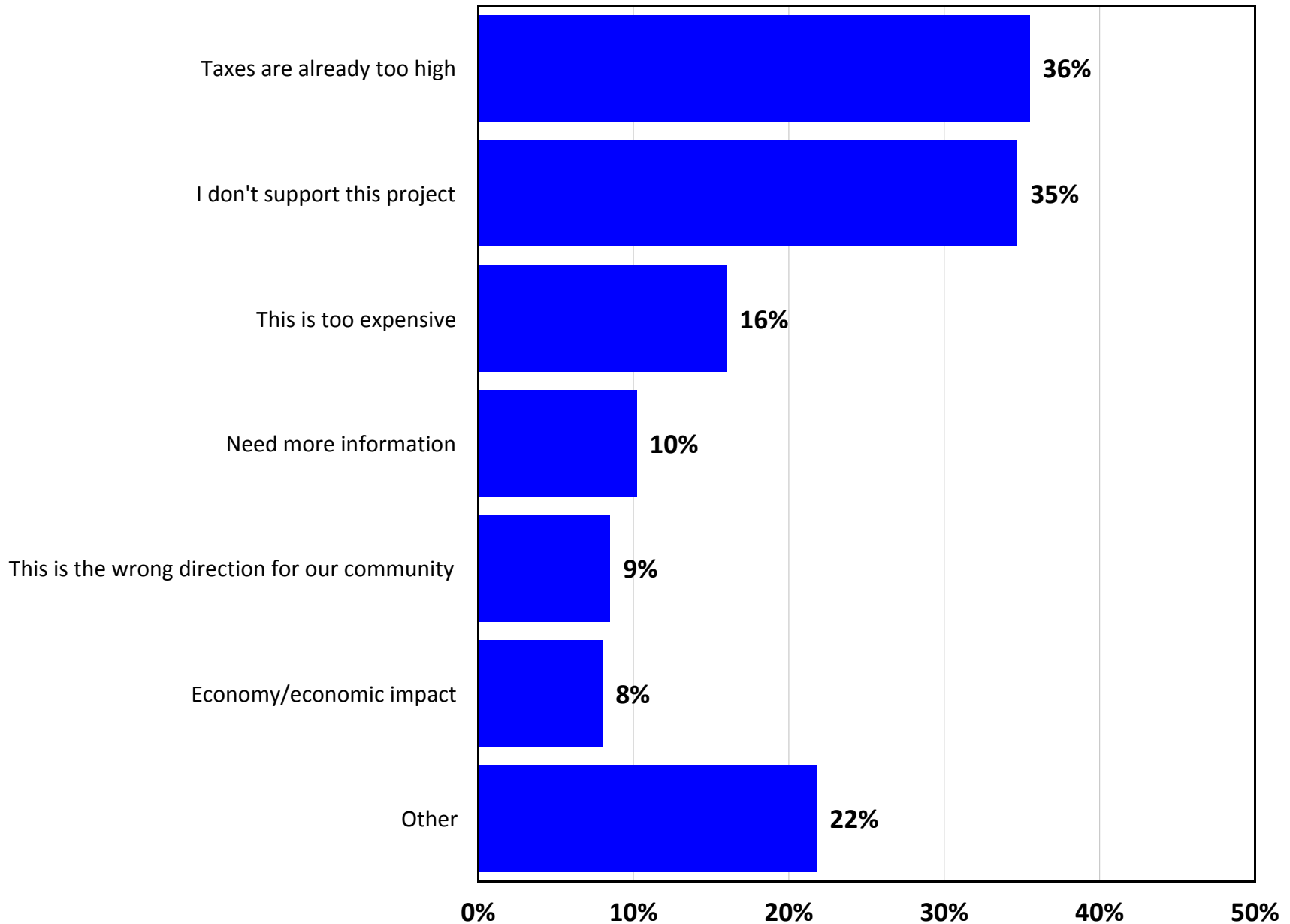


■ Very supportive ■ Somewhat supportive ■ Not sure ■ Not supportive

Source: ETC Institute (2020)

Why did you answer "not supportive" or "not sure"?

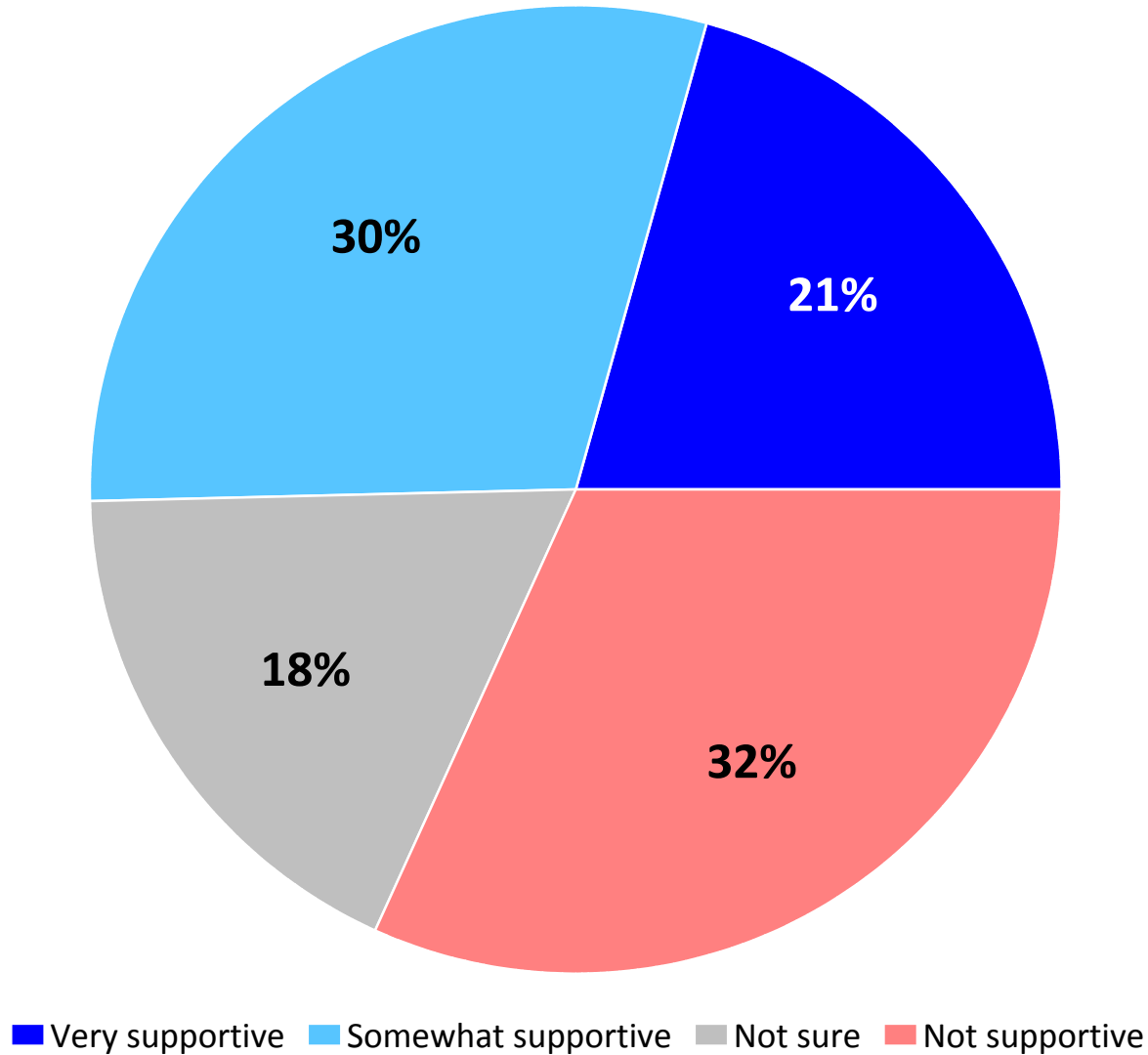
by percentage of respondents who indicated they were "not supportive" or "not sure"



Source: ETC Institute (2020)

How supportive would you be of building a new Town Hall/Community Center in Town of Bar Nunn?

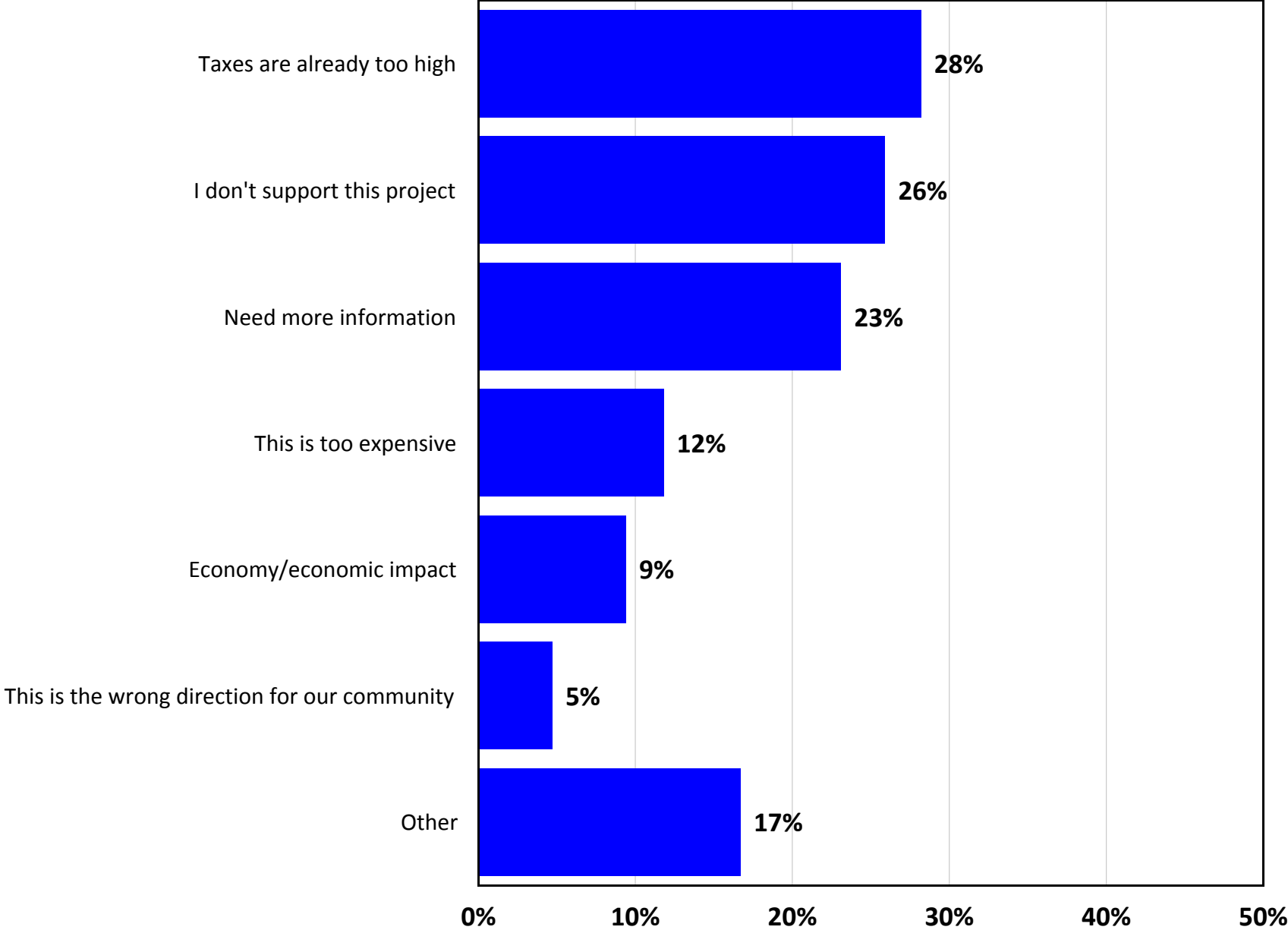
by percentage of respondents (excluding “not provided” responses)



Source: ETC Institute (2020)

Why did you answer "not supportive" or "not sure"?

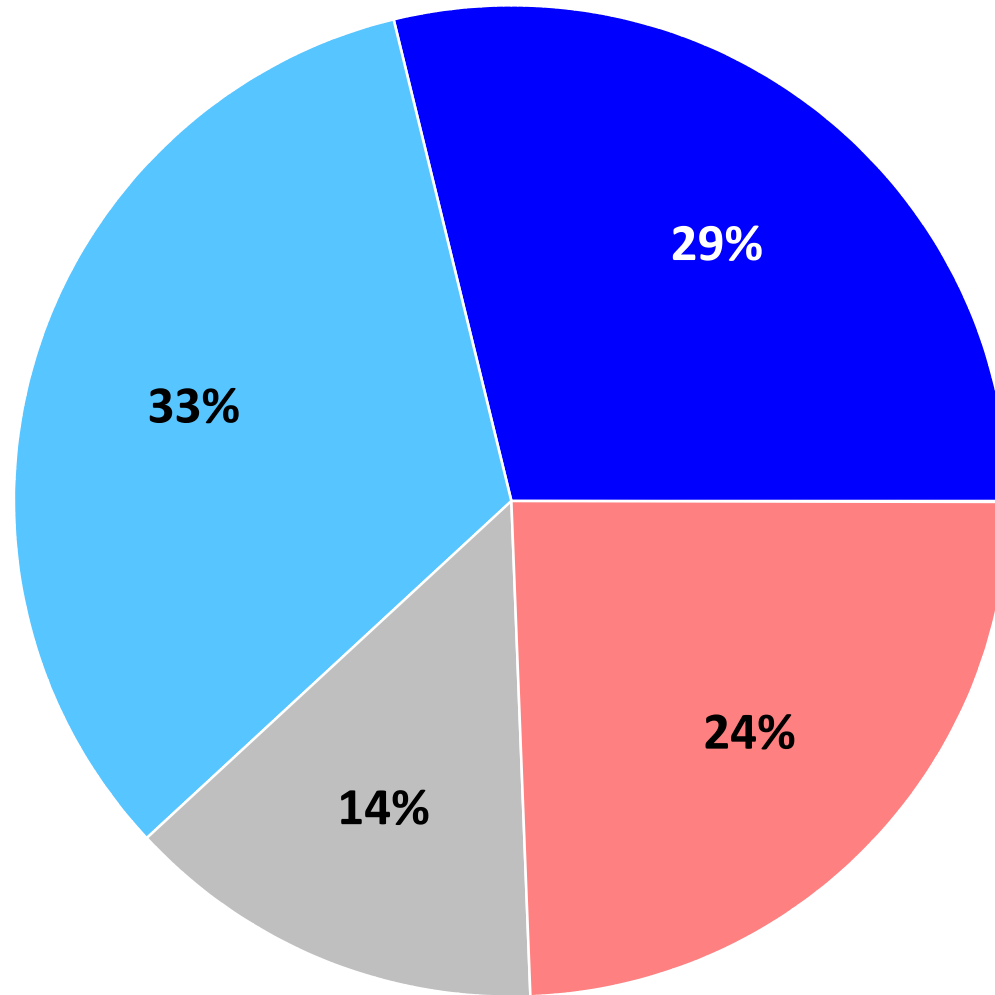
by percentage of respondents who indicated they were "not supportive" or "not sure"



Source: ETC Institute (2020)

How supportive would you be of adding new infrastructure by the interchange (\$1 million) and within city limits (\$500k)?

by percentage of respondents (excluding “not provided” responses)

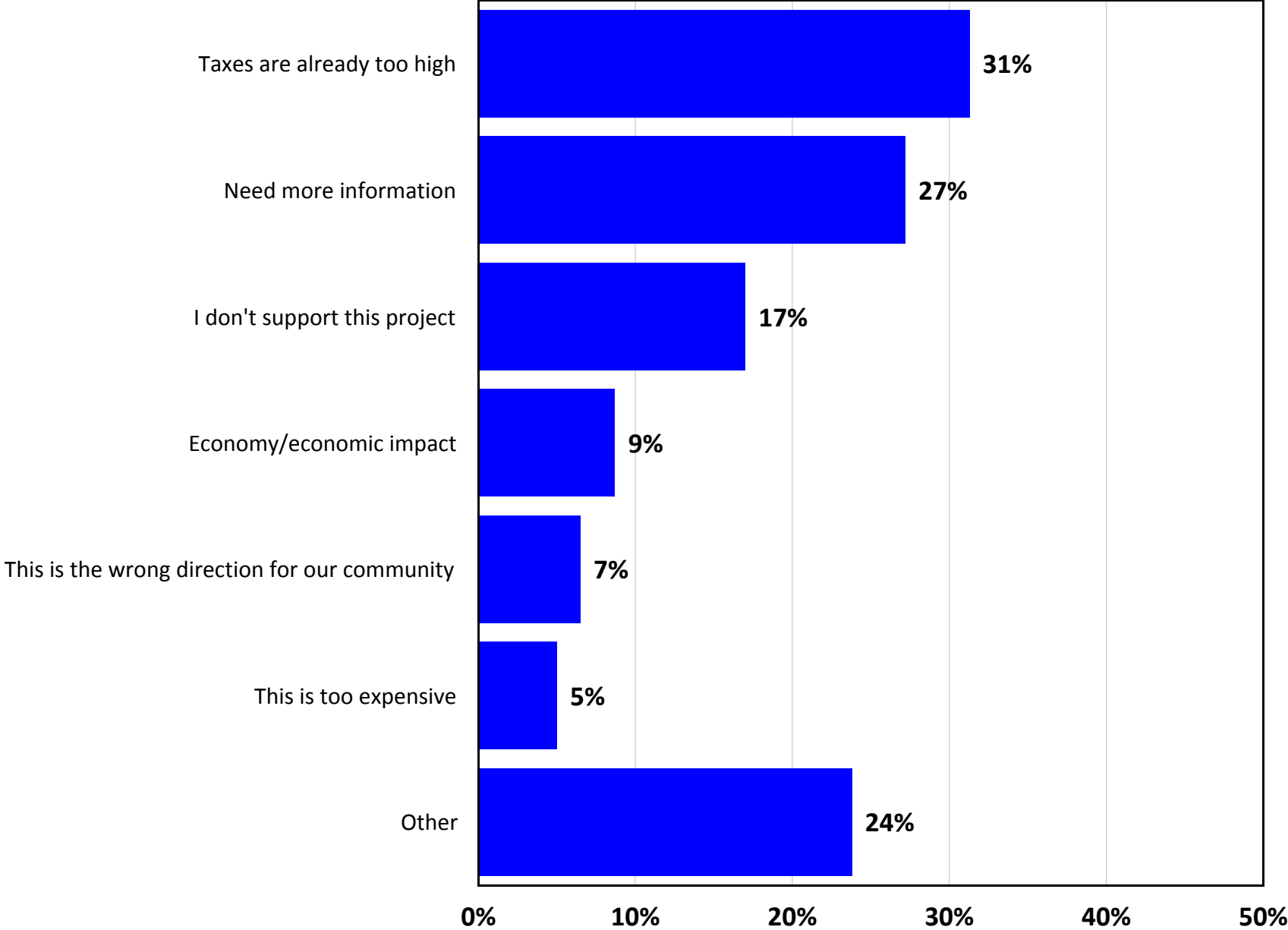


■ Very supportive ■ Somewhat supportive ■ Not sure ■ Not supportive

Source: ETC Institute (2020)

Why did you answer "not supportive" or "not sure"?

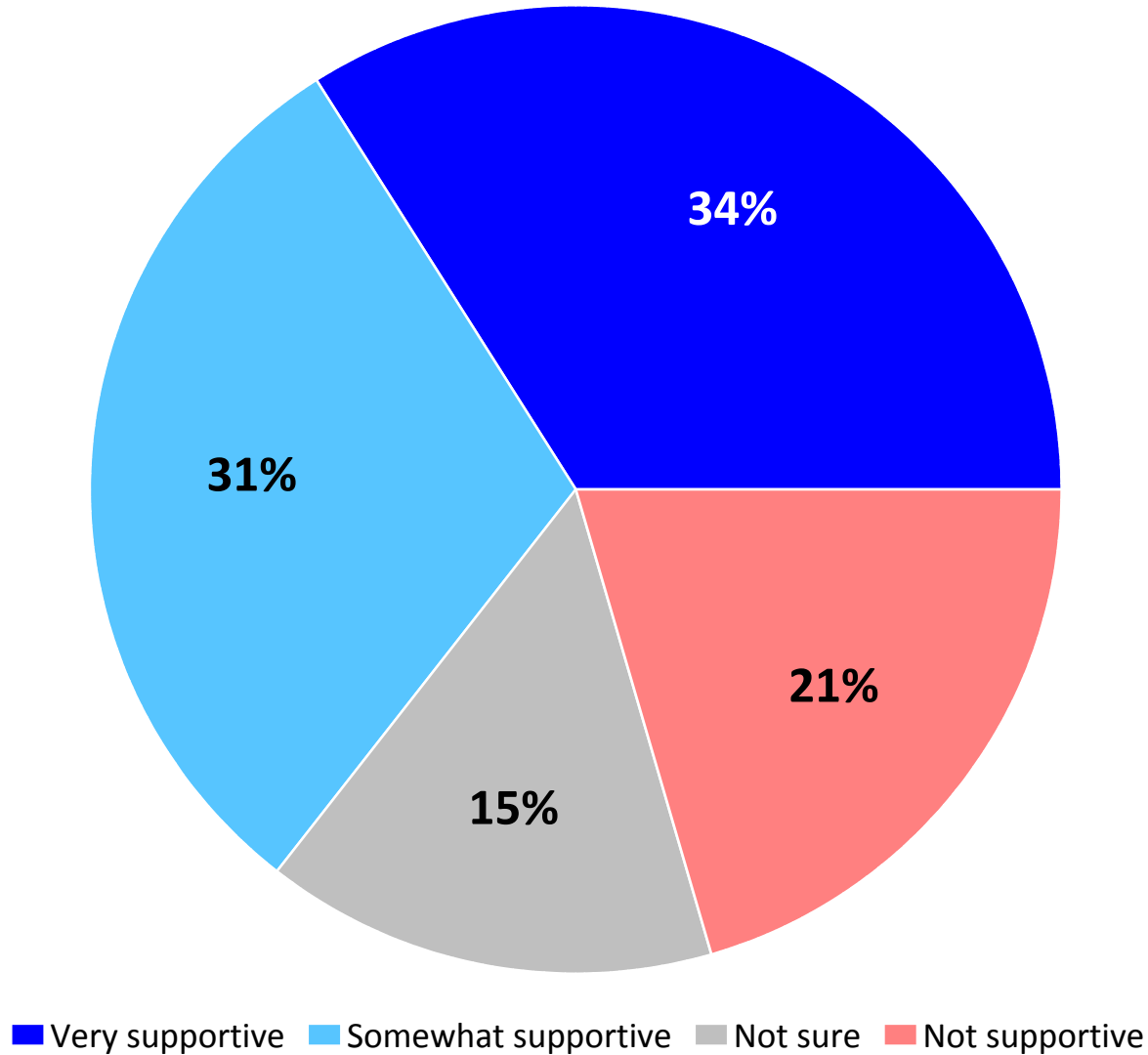
by percentage of respondents who indicated they were "not supportive" or "not sure"



Source: ETC Institute (2020)

How supportive would you be of replacing eight miles of potable waterline between Midwest/Edgerton and Casper?

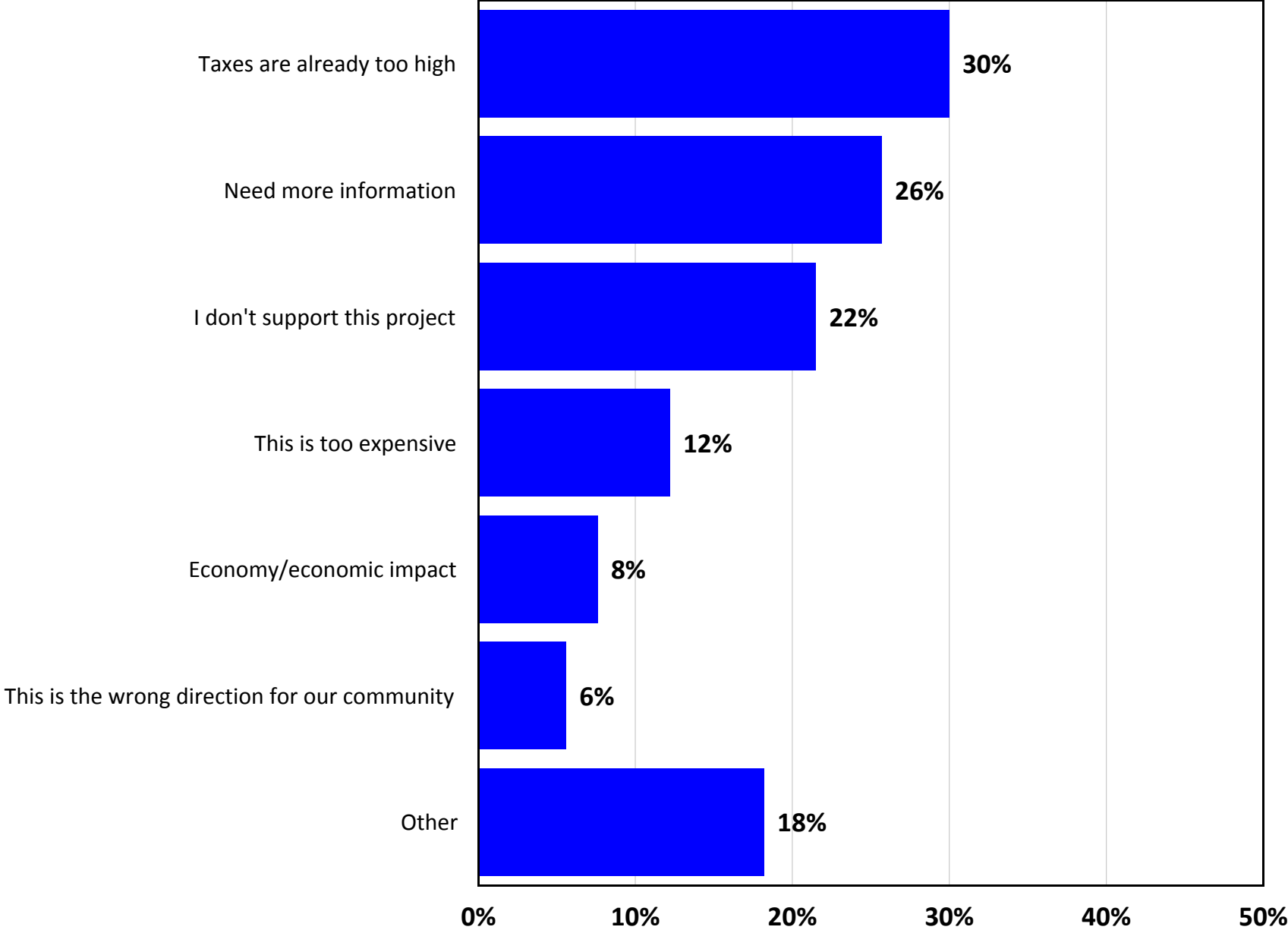
by percentage of respondents (excluding “not provided” responses)



Source: ETC Institute (2020)

Why did you answer "not supportive" or "not sure"?

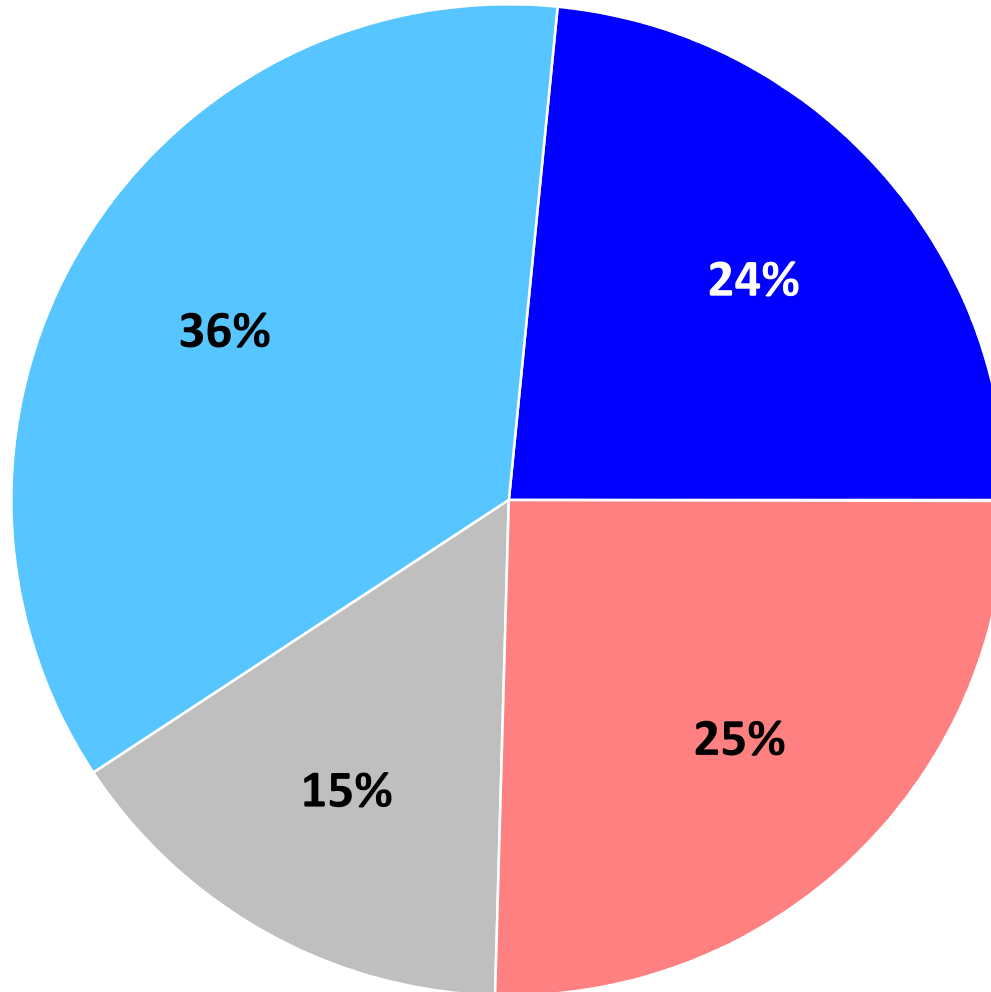
by percentage of respondents who indicated they were "not supportive" or "not sure"



Source: ETC Institute (2020)

How supportive would you be of allocating \$300k to each Town (\$600k in total) to make improvements to streets, curbs and gutters?

by percentage of respondents (excluding “not provided” responses)

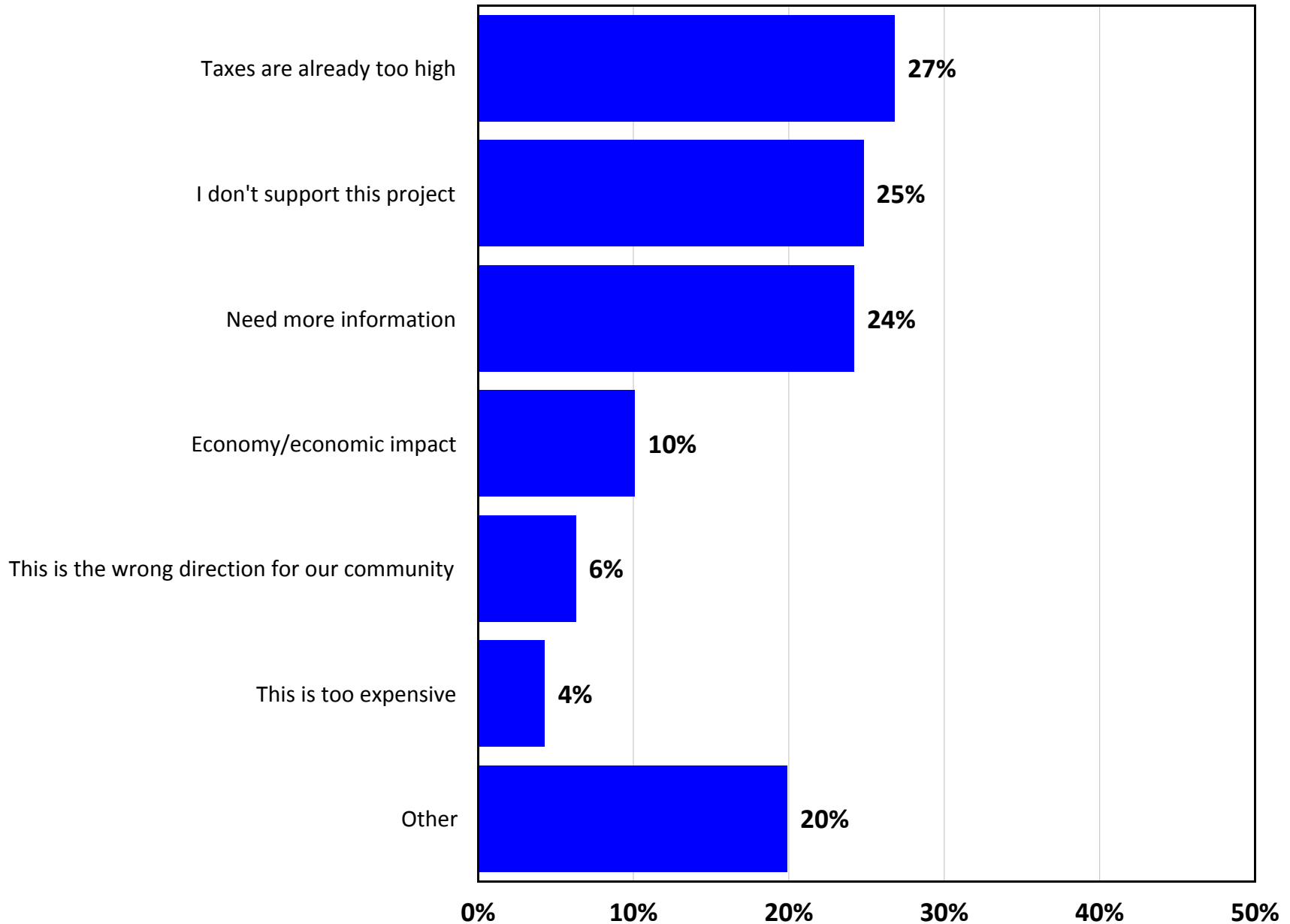


■ Very supportive ■ Somewhat supportive ■ Not sure ■ Not supportive

Source: ETC Institute (2020)

Why did you answer "not supportive" or "not sure"?

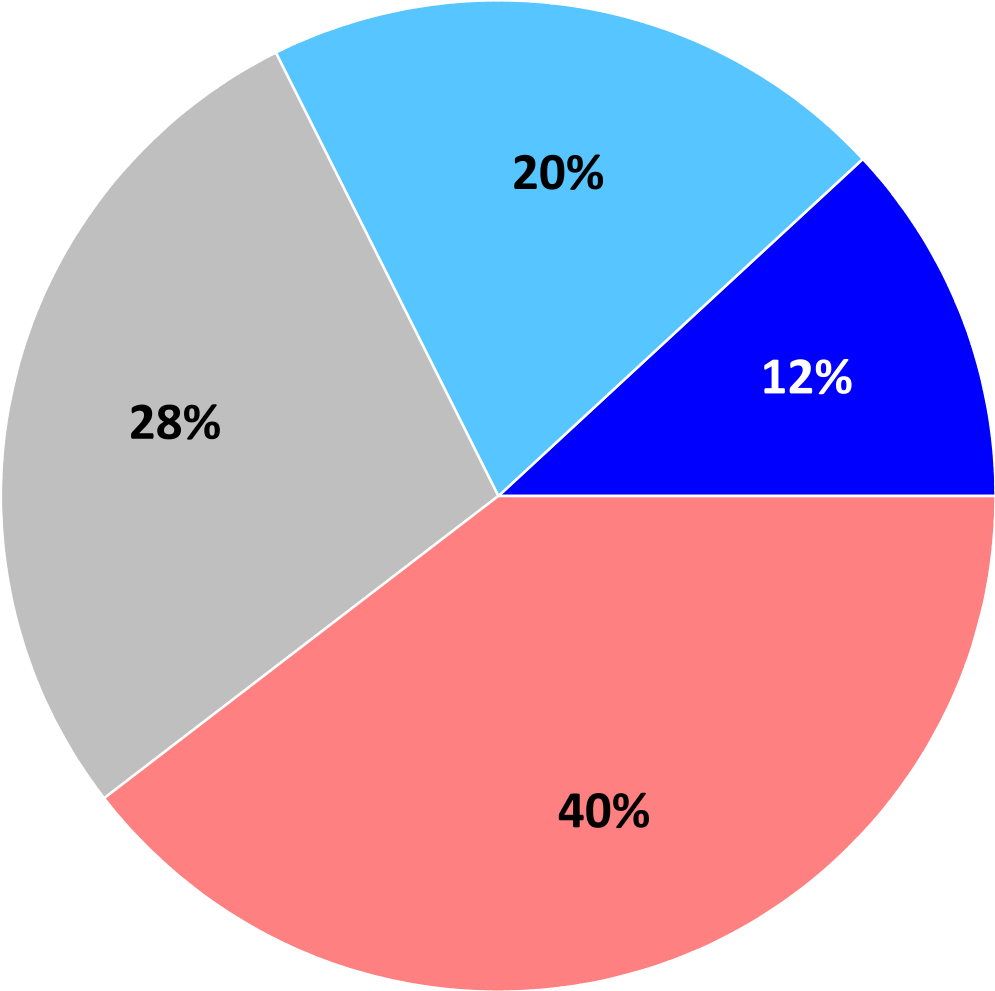
by percentage of respondents who indicated they were "not supportive" or "not sure"



Source: ETC Institute (2020)

How supportive would you be of building a new park in the Robertson Hills area?

by percentage of respondents (excluding “not provided” responses)

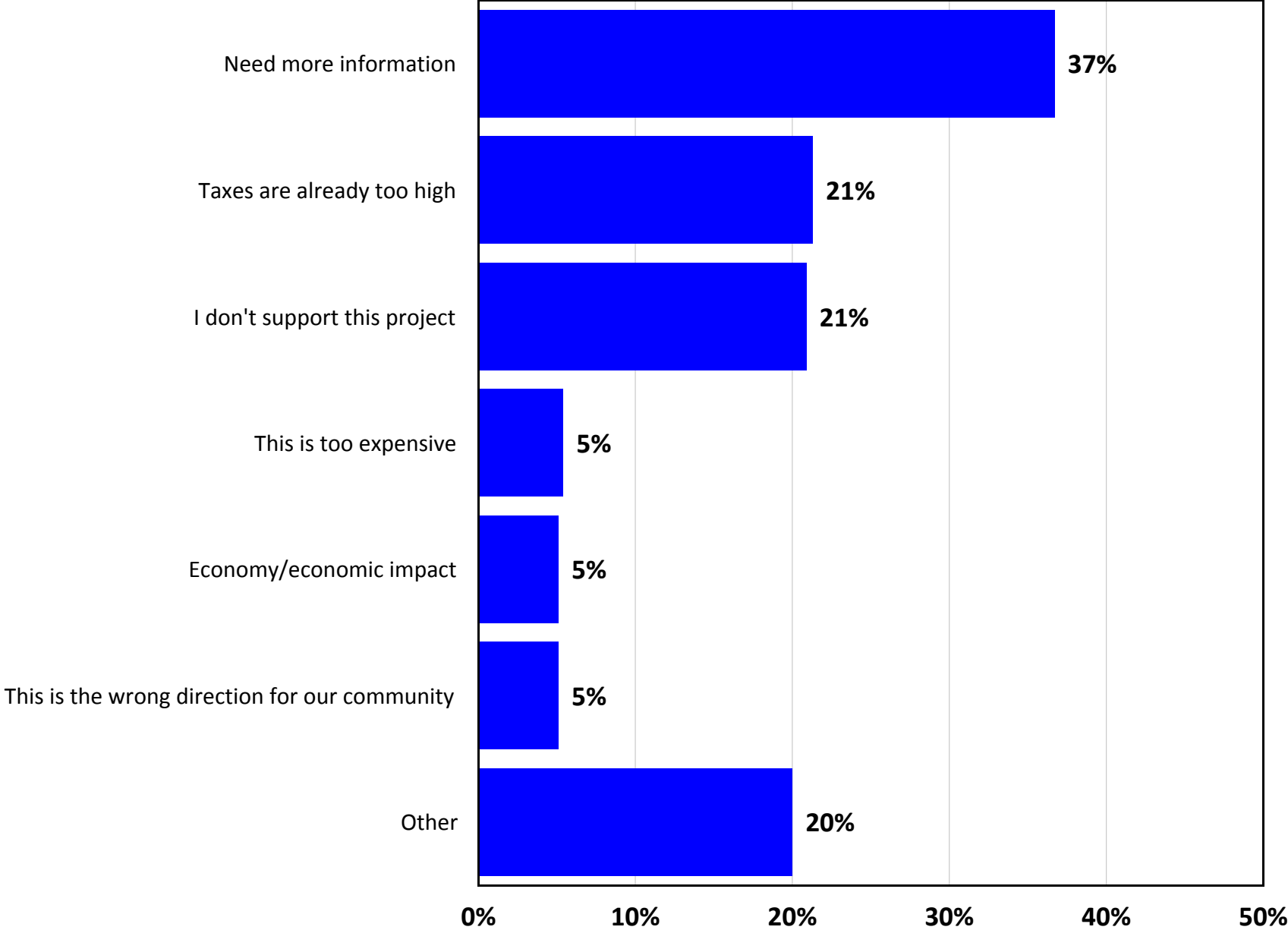


■ Very supportive ■ Somewhat supportive ■ Not sure ■ Not supportive

Source: ETC Institute (2020)

Why did you answer "not supportive" or "not sure"?

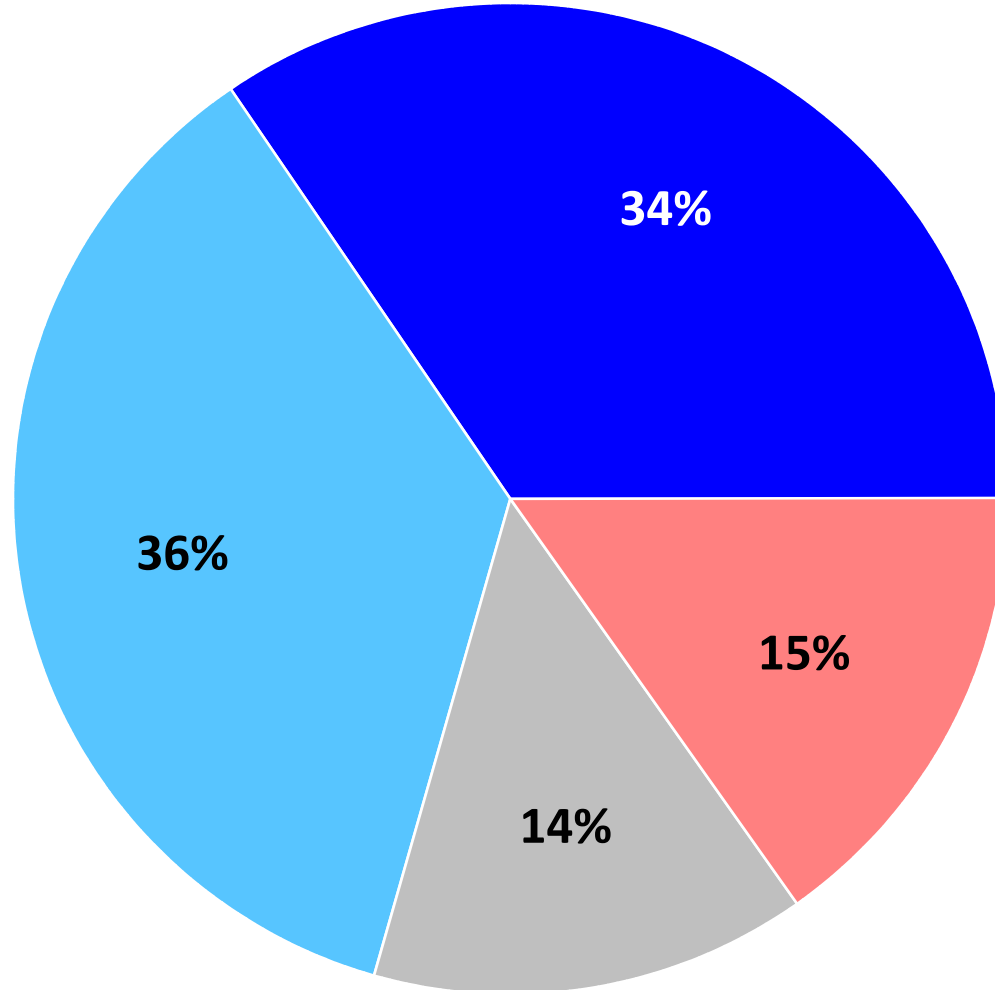
by percentage of respondents who indicated they were "not supportive" or "not sure"



Source: ETC Institute (2020)

How supportive would you be of completing the reconstruction of Midwest Avenue between Walnut and Poplar Streets?

by percentage of respondents (excluding "not provided" responses)

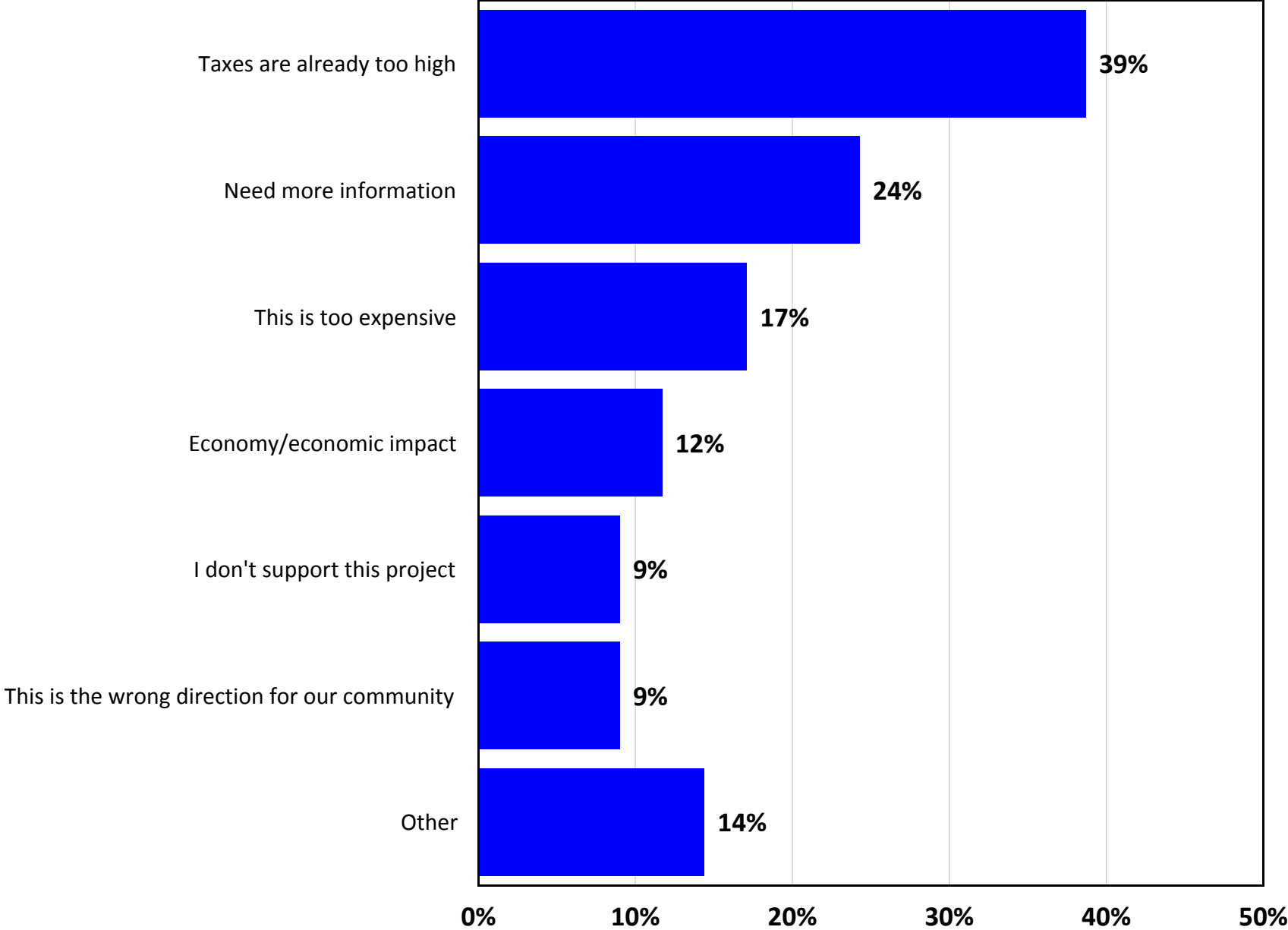


■ Very supportive ■ Somewhat supportive ■ Not sure ■ Not supportive

Source: ETC Institute (2020)

Why did you answer "not supportive" or "not sure"?

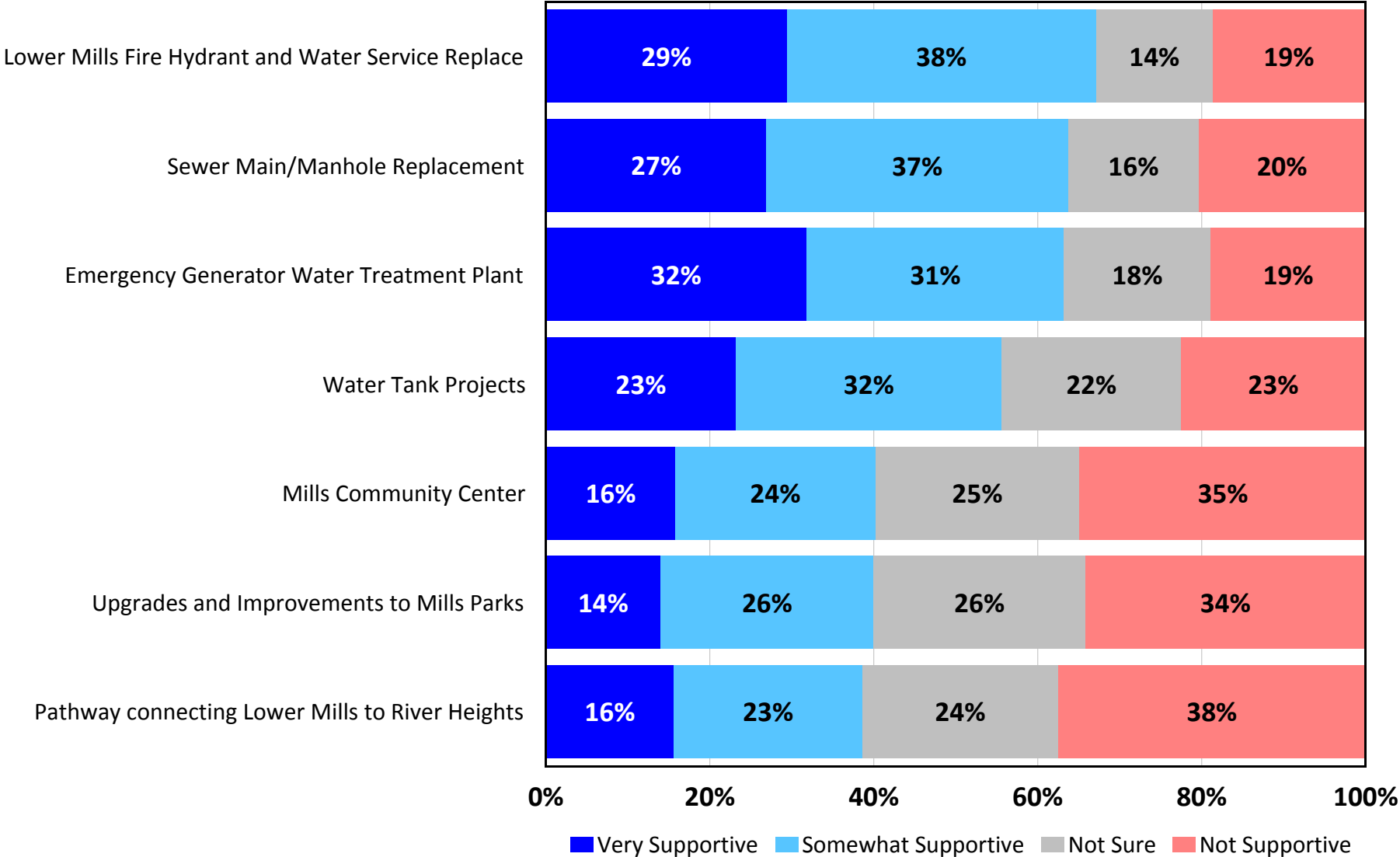
by percentage of respondents who indicated they were "not supportive" or "not sure"



Source: ETC Institute (2020)

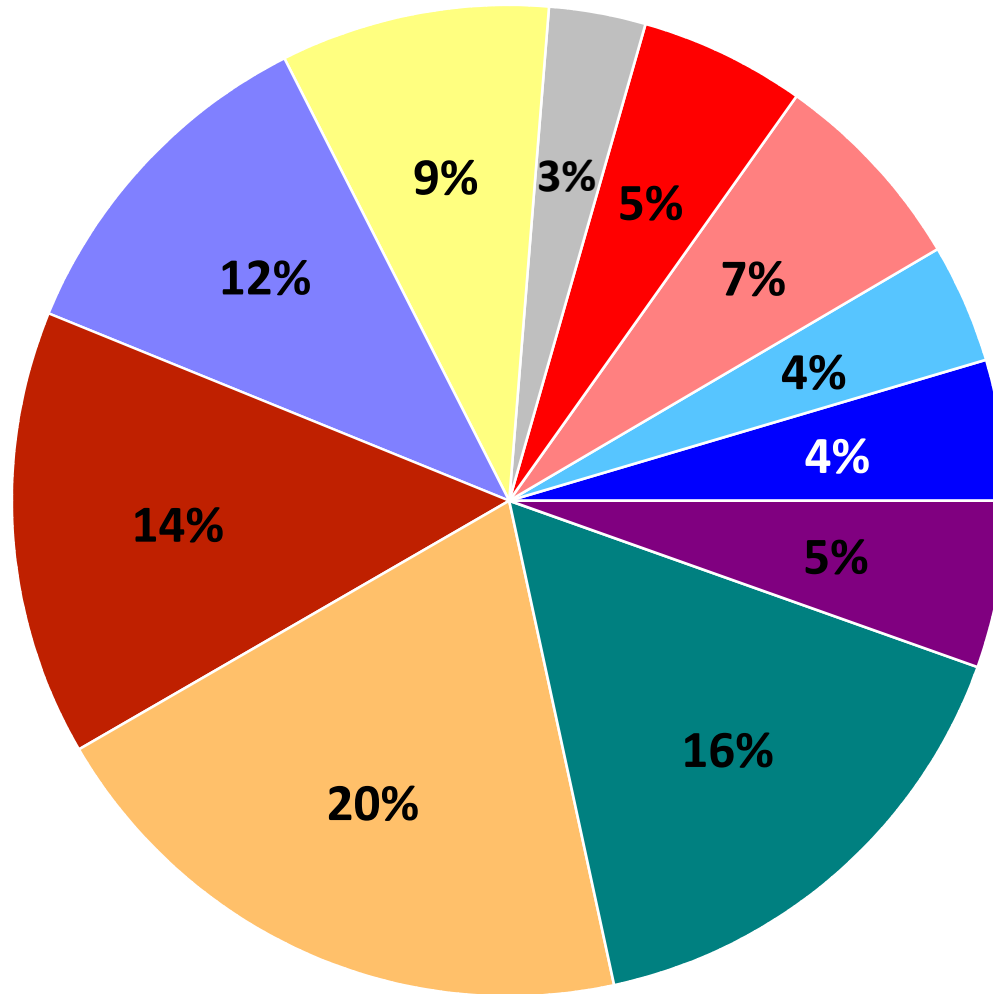
How supportive are you of several public service and recreation projects that would improve the safety, well-being, and quality of life for residents in the Town of Mills?

by percentage of respondents (excluding “not provided” responses)



Source: ETC Institute (2020)

Counting yourself, how many people in your household are: by percentage of respondents

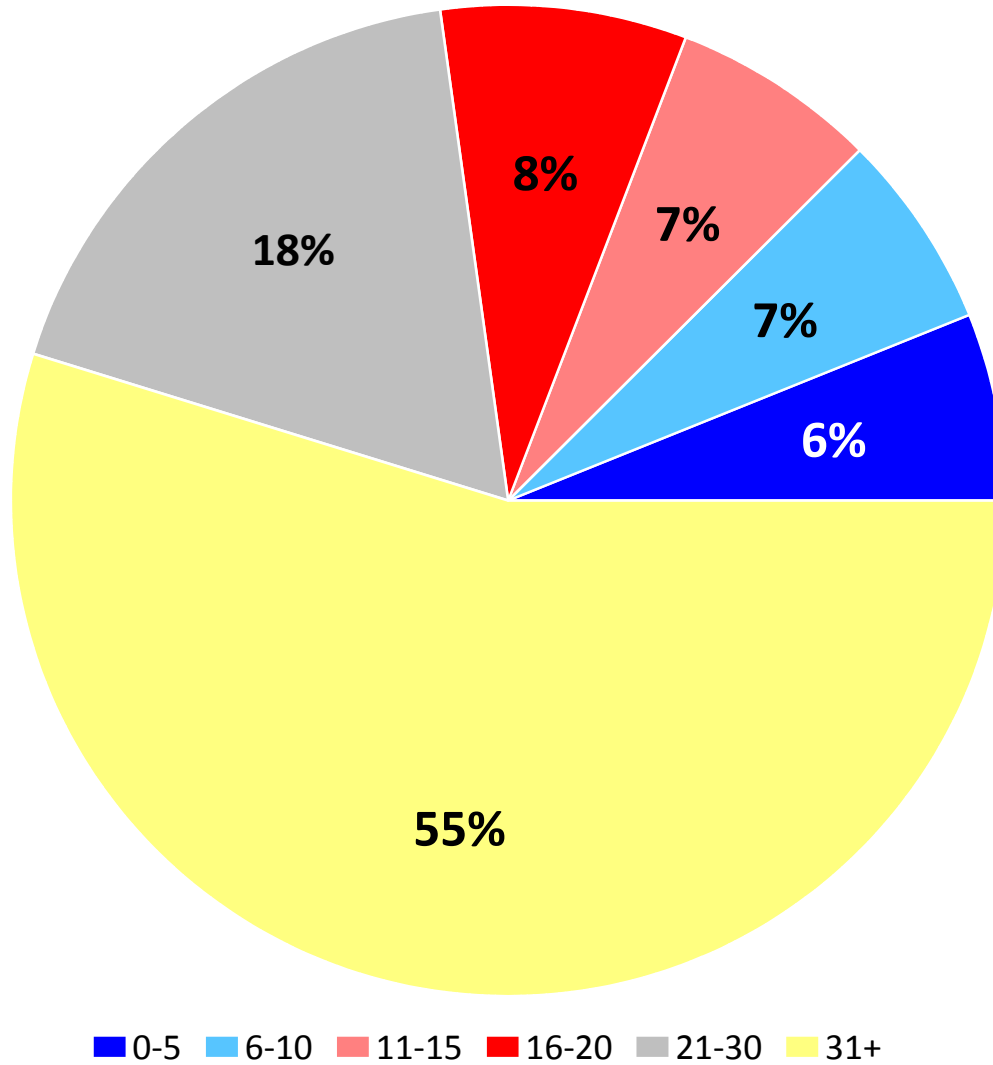


■ Under age 5 ■ Ages 5-9 ■ Ages 10-14 ■ Ages 15-19 ■ Ages 20-24 ■ Ages 25-34
■ Ages 35-44 ■ Ages 45-54 ■ Ages 55-64 ■ Ages 65-74 ■ Ages 75+

Source: ETC Institute (2020)

How long have you lived in Natrona County

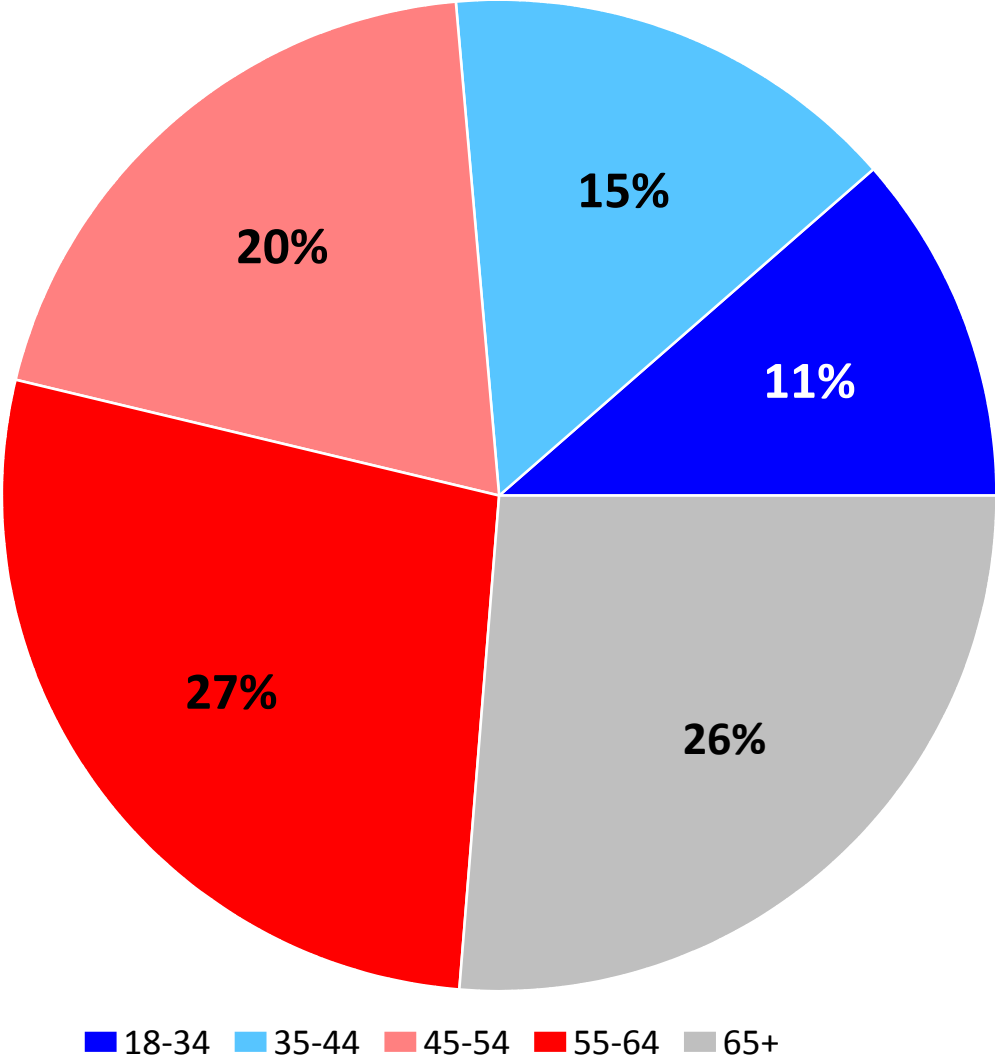
by percentage of respondents (excluding “not provided” responses)



Source: ETC Institute (2020)

What is your age?

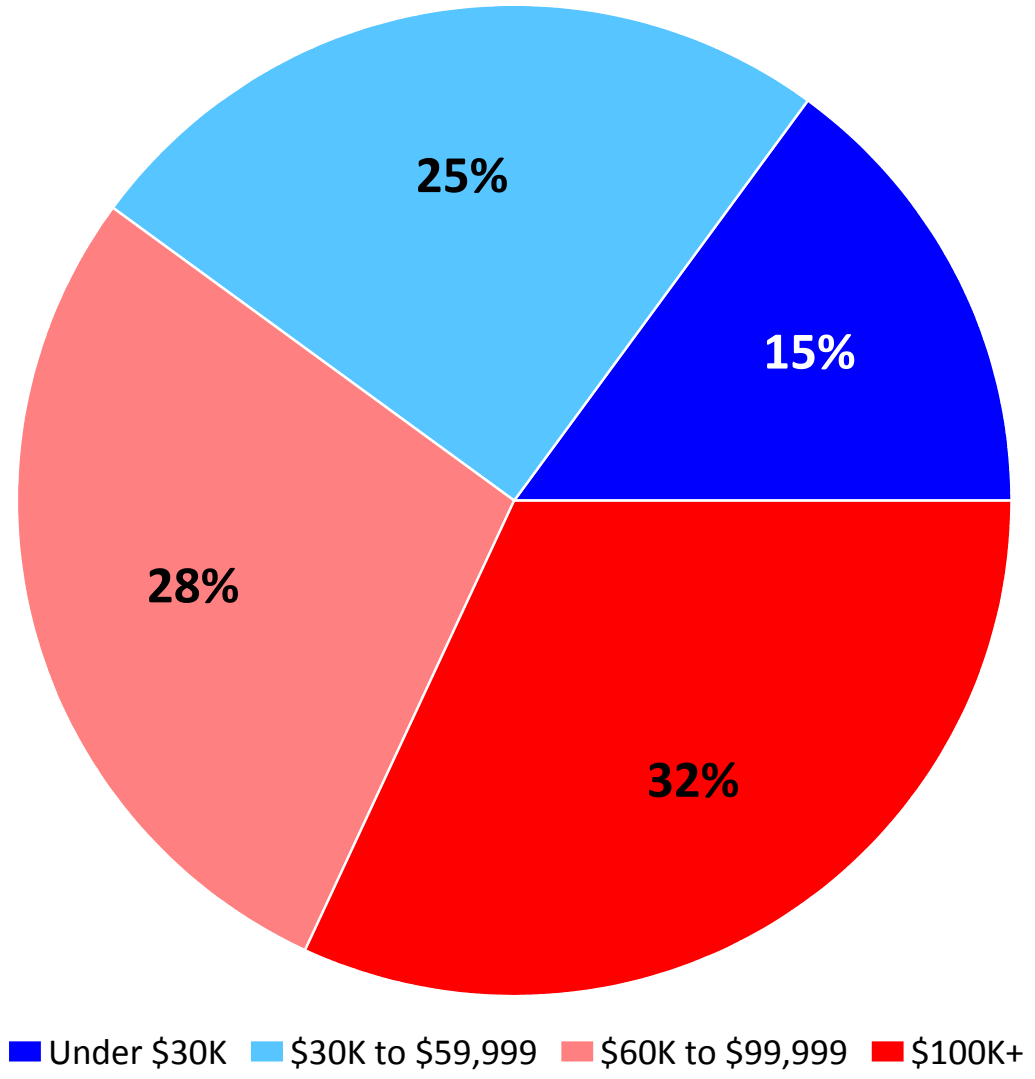
by percentage of respondents (excluding "not provided" responses)



Source: ETC Institute (2020)

Would you say your total annual household income is:

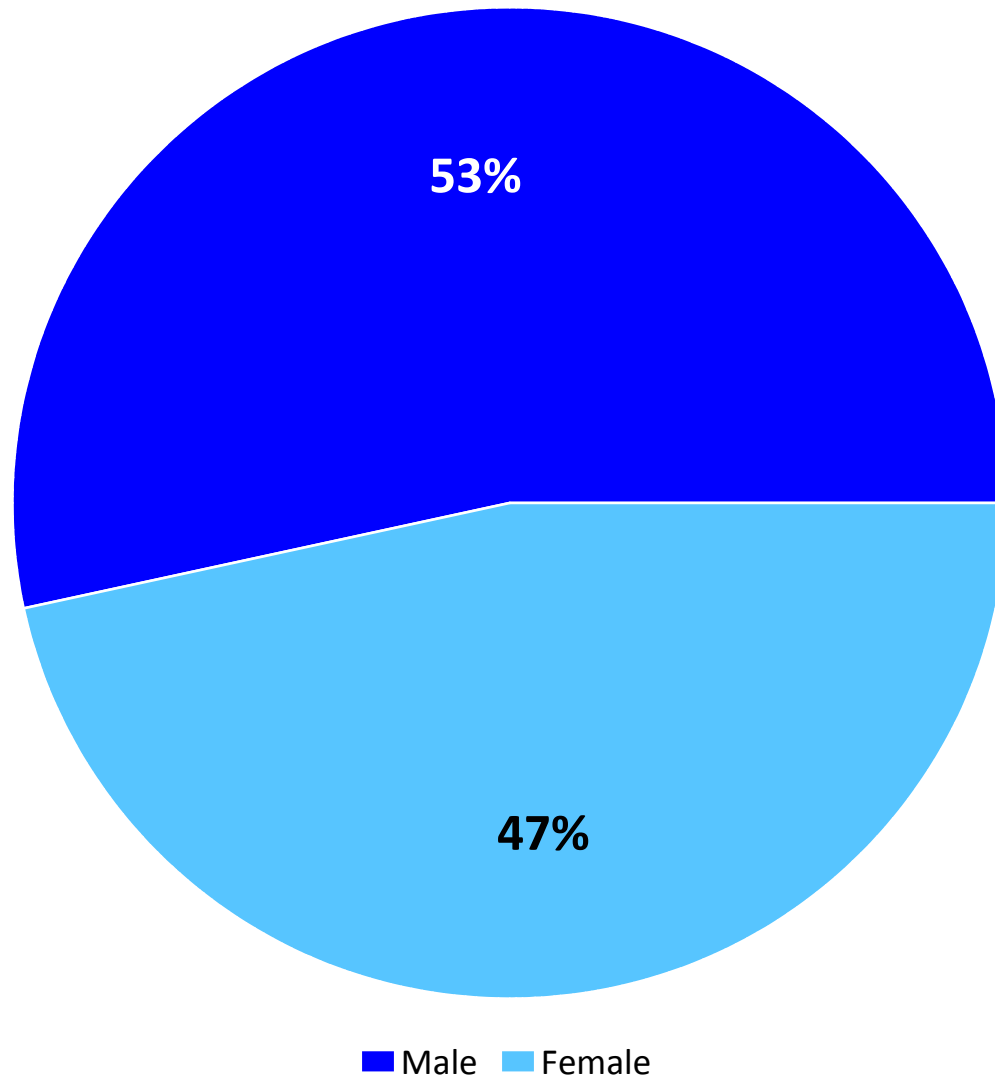
by percentage of respondents (excluding “not provided” responses)



Source: ETC Institute (2020)

Your gender:

by percentage of respondents (excluding “not provided” responses)



Source: ETC Institute (2020)

Section 2

Tabular Data

Q1. Currently, the Casper Police Department leases space in the Hall of Justice, which was built in 1977. Recent third party research has verified that the existing Police Department has only half the space needed for efficient operations for today's needs, let alone that which is needed for future growth. Additionally, the existing facility has no capacity to meet the rapidly expanding technology needs of modern Law Enforcement. The City of Casper is seeking \$42.5 million to design, build, and equip a modern police facility capable of serving the community for the next 50 years. The facility would include modern training facilities, modern evidence facilities, a community meeting space (also available for public use) and would be designed to centralize public safety services such as the Municipal Court. Knowing this, how supportive would you be of building a new police facility for the City of Casper?

Q1. How supportive would you be of building a new police facility for City of Casper	Number	Percent
Very supportive	300	33.9 %
Somewhat supportive	240	27.1 %
Not sure	100	11.3 %
Not supportive	239	27.0 %
Not provided	6	0.7 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q1. Currently, the Casper Police Department leases space in the Hall of Justice, which was built in 1977. Recent third party research has verified that the existing Police Department has only half the space needed for efficient operations for today's needs, let alone that which is needed for future growth. Additionally, the existing facility has no capacity to meet the rapidly expanding technology needs of modern Law Enforcement. The City of Casper is seeking \$42.5 million to design, build, and equip a modern police facility capable of serving the community for the next 50 years. The facility would include modern training facilities, modern evidence facilities, a community meeting space (also available for public use) and would be designed to centralize public safety services such as the Municipal Court. Knowing this, how supportive would you be of building a new police facility for the City of Casper? (without "not provided")

Q1. How supportive would you be of building a new police facility for City of Casper	Number	Percent
Very supportive	300	34.1 %
Somewhat supportive	240	27.3 %
Not sure	100	11.4 %
Not supportive	239	27.2 %
Total	879	100.0 %

Q1a. If you answered "Not Supportive" or "Not Sure" to Question 1, please indicate why you answered this way.

Q1a. Why did you answer “not supportive” or “not sure”	Number	Percent
Taxes are already too high	137	40.4 %
I don’t support this project	64	18.9 %
Economy/economic impact	26	7.7 %
Need more information	63	18.6 %
This is the wrong direction for our community	20	5.9 %
This is too expensive	98	28.9 %
Other	63	18.6 %
Total	471	

Q1a-6. What is the maximum amount you would support?

Q1a-6. What is the maximum amount you would support	Number	Percent
None	14	28.6 %
10 million	10	20.4 %
20 million	8	16.3 %
25 million	5	10.2 %
30 million	2	4.1 %
15-20 million	2	4.1 %
20-30 million	1	2.0 %
14 million	1	2.0 %
2 million	1	2.0 %
100K	1	2.0 %
5 million	1	2.0 %
12-20 million	1	2.0 %
28-30 million	1	2.0 %
12 million	1	2.0 %
Total	49	100.0 %

Q2. A new Evansville Municipal Facility would combine and replace aging and undersized existing 1980's facilities for the Fire Department, City Hall, and Police Departments into a single multi-use municipal facility. Planning sessions in recent months have identified the need for an approximately 47,000 square foot facility that will provide the staff and community with the latest in technology and be energy efficient in its heating, lighting, and building envelope as well as an opportunity for a modern looking building that will present a new impression of Evansville. The design would also include adequate emergency power and utility redundancy to allow emergency responders to function uninterrupted by severe weather and other disasters. Currently emergency responders can be limited in reaction times due to inadequate emergency power. The facility is expected to cost approximately \$18-\$19 million. Knowing this, how supportive would you be of building a new municipal facility for the City of Evansville?

Q2. How supportive would you be of building a new municipal facility for City of Evansville	Number	Percent
Very supportive	167	18.9 %
Somewhat supportive	265	29.9 %
Not sure	158	17.9 %
Not supportive	274	31.0 %
Not provided	21	2.4 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q2. A new Evansville Municipal Facility would combine and replace aging and undersized existing 1980's facilities for the Fire Department, City Hall, and Police Departments into a single multi-use municipal facility. Planning sessions in recent months have identified the need for an approximately 47,000 square foot facility that will provide the staff and community with the latest in technology and be energy efficient in its heating, lighting, and building envelope as well as an opportunity for a modern looking building that will present a new impression of Evansville. The design would also include adequate emergency power and utility redundancy to allow emergency responders to function uninterrupted by severe weather and other disasters. Currently emergency responders can be limited in reaction times due to inadequate emergency power. The facility is expected to cost approximately \$18-\$19 million. Knowing this, how supportive would you be of building a new municipal facility for the City of Evansville? (without "not provided")

Q2. How supportive would you be of building a new municipal facility for City of Evansville	Number	Percent
Very supportive	167	19.3 %
Somewhat supportive	265	30.7 %
Not sure	158	18.3 %
Not supportive	274	31.7 %
Total	864	100.0 %

Q2a. If you answered "Not Supportive" or "Not Sure" to Question 2, please indicate why you answered this way.

Q2a. Why did you answer "not supportive" or "not sure"	Number	Percent
Taxes are already too high	138	31.9 %
I don't support this project	96	22.2 %
Economy/economic impact	38	8.8 %
Need more information	95	22.0 %
This is the wrong direction for our community	23	5.3 %
This is too expensive	81	18.8 %
Other	81	18.8 %
Total	552	

Q2a-6. What is the maximum amount you would support?

Q2a-6. What is the maximum amount you would support	Number	Percent
None	15	40.5 %
10 million	10	27.0 %
1 million	3	8.1 %
12 million	2	5.4 %
8-10 million	2	5.4 %
2 million	2	5.4 %
6 million	1	2.7 %
5 million	1	2.7 %
4 million	1	2.7 %
Total	37	100.0 %

Q3. The Natrona County library is a community literacy center and indirect economic driver operating in a building with one part being 70 years old and the other 50 years old. The age, construction, and layout of building presents overwhelming limitations. The facility will not accommodate additional electrical and data wiring, and the aging plumbing doesn't keep up with user demand. A recent third party assessment confirms neither the building nor the parking are sufficient to accommodate the over 6,200 weekly library visitors. Natrona County anticipates requesting \$35.5 million from the taxpayers to be combined with funds raised through a capital campaign to design, build, and equip a modern library with the capacity to serve Natrona County residents and visitors for the next 50 years and beyond. The new facility will include data and electrical capacity to meet current and future needs, flexible children's and adult programming spaces, quiet reading and study areas, a business center, and adequate parking. Knowing this, how supportive would you be of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County?

Q3. How supportive would you be of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County

	Number	Percent
Very supportive	342	38.6 %
Somewhat supportive	172	19.4 %
Not sure	82	9.3 %
Not supportive	281	31.8 %
Not provided	8	0.9 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q3. The Natrona County library is a community literacy center and indirect economic driver operating in a building with one part being 70 years old and the other 50 years old. The age, construction, and layout of building presents overwhelming limitations. The facility will not accommodate additional electrical and data wiring, and the aging plumbing doesn't keep up with user demand. A recent third party assessment confirms neither the building nor the parking are sufficient to accommodate the over 6,200 weekly library visitors. Natrona County anticipates requesting \$35.5 million from the taxpayers to be combined with funds raised through a capital campaign to design, build, and equip a modern library with the capacity to serve Natrona County residents and visitors for the next 50 years and beyond. The new facility will include data and electrical capacity to meet current and future needs, flexible children's and adult programming spaces, quiet reading and study areas, a business center, and adequate parking. Knowing this, how supportive would you be of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County? (without "not provided")

Q3. How supportive would you be of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County

	Number	Percent
Very supportive	342	39.0 %
Somewhat supportive	172	19.6 %
Not sure	82	9.4 %
Not supportive	281	32.0 %
Total	877	100.0 %

Q3a. If you answered "Not Supportive" or "Not Sure" to Question 3, please indicate why you answered this way.

Q3a. Why did you answer "not supportive" or "not sure"	Number	Percent
Taxes are already too high	129	35.5 %
I don't support this project	126	34.7 %
Economy/economic impact	29	8.0 %
Need more information	37	10.2 %
This is the wrong direction for our community	31	8.5 %
This is too expensive	58	16.0 %
Other	79	21.8 %
Total	489	

Q3a-6. What is the maximum amount you would support?

Q3a-6. What is the maximum amount you would support	Number	Percent
None	8	42.1 %
20 million	3	15.8 %
1 million	2	10.5 %
5 million	2	10.5 %
25 million	2	10.5 %
15 million	1	5.3 %
10 million	1	5.3 %
Total	19	100.0 %

Q4. The current town hall in Bar Nunn was repurposed from an office/warehouse space to a town hall in 1982. The building is not ADA compliant, poses safety challenges and restricts access to government. The purpose of a new facility would allow for expansion of town services as necessary, increase accessibility for residents and provide a community center to create a hub of activity for the community. The total cost would be \$5 million. Knowing this, how supportive would you be of building a new town hall/community center in the Town of Bar Nunn?

Q4. How supportive would you be of building a new Town Hall/Community Center in Town of Bar Nunn

Bar Nunn	Number	Percent
Very supportive	178	20.1 %
Somewhat supportive	253	28.6 %
Not sure	154	17.4 %
Not supportive	271	30.6 %
Not provided	29	3.3 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q4. The current town hall in Bar Nunn was repurposed from an office/warehouse space to a town hall in 1982. The building is not ADA compliant, poses safety challenges and restricts access to government. The purpose of a new facility would allow for expansion of town services as necessary, increase accessibility for residents and provide a community center to create a hub of activity for the community. The total cost would be \$5 million. Knowing this, how supportive would you be of building a new town hall/community center in the Town of Bar Nunn? (without "not provided")

Q4. How supportive would you be of building a new Town Hall/Community Center in Town of Bar Nunn

Bar Nunn	Number	Percent
Very supportive	178	20.8 %
Somewhat supportive	253	29.6 %
Not sure	154	18.0 %
Not supportive	271	31.7 %
Total	856	100.0 %

Q4a. If you answered "Not Supportive" or "Not Sure" to Question 4, please indicate why you answered this way.

Q4a. Why did you answer "not supportive" or "not sure"	Number	Percent
Taxes are already too high	120	28.2 %
I don't support this project	110	25.9 %
Economy/economic impact	40	9.4 %
Need more information	98	23.1 %
This is the wrong direction for our community	20	4.7 %
This is too expensive	50	11.8 %
Other	71	16.7 %
Total	509	

Q4a-6. What is the maximum amount you would support?

Q4a-6. What is the maximum amount you would support	Number	Percent
None	13	54.2 %
1 million	5	20.8 %
2 million	2	8.3 %
5 percent	1	4.2 %
200K	1	4.2 %
1.5 million	1	4.2 %
400K	1	4.2 %
Total	24	100.0 %

Q5. The Town of Bar Nunn needs sewer and water infrastructure along the interchange and in the community to further development and growth. Knowing this, how supportive would you be of adding new infrastructure by the interchange (\$1 million) and within city limits (\$500,000)?

Q5. How supportive would you be of adding new infrastructure by interchange (\$1 million) & within

City limits (\$500K)	Number	Percent
Very supportive	243	27.5 %
Somewhat supportive	281	31.8 %
Not sure	116	13.1 %
Not supportive	207	23.4 %
Not provided	38	4.3 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q5. The Town of Bar Nunn needs sewer and water infrastructure along the interchange and in the community to further development and growth. Knowing this, how supportive would you be of adding new infrastructure by the interchange (\$1 million) and within city limits (\$500,000)? (without "not provided")

Q5. How supportive would you be of adding new infrastructure by interchange (\$1 million) & within

City limits (\$500K)	Number	Percent
Very supportive	243	28.7 %
Somewhat supportive	281	33.2 %
Not sure	116	13.7 %
Not supportive	207	24.4 %
Total	847	100.0 %

Q5a. If you answered "Not Supportive" or "Not Sure" to Question 5, please indicate why you answered this way.

Q5a. Why did you answer "not supportive" or "not sure"	Number	Percent
Taxes are already too high	101	31.3 %
I don't support this project	55	17.0 %
Economy/economic impact	28	8.7 %
Need more information	88	27.2 %
This is the wrong direction for our community	21	6.5 %
This is too expensive	16	5.0 %
Other	77	23.8 %
Total	386	

Q5a-6. What is the maximum amount you would support?

Q5a-6. What is the maximum amount you would support	Number	Percent
None	5	100.0 %
Total	5	100.0 %

Q6. The Town of Midwest and the Town of Edgerton's ability to provide basic water service to resident, industry and area customers is being compromised by deteriorating water pipeline. The total cost to replace 8 miles of potable waterline between Midwest/Edgerton and Casper would be \$12 million. Knowing this, how supportive would you be of replacing 8 miles of potable waterline between Midwest/Edgerton and Casper?

Q6. How supportive would you be of replacing 8 miles of potable waterline between Midwest/

Edgerton & Casper	Number	Percent
Very supportive	290	32.8 %
Somewhat supportive	262	29.6 %
Not sure	127	14.4 %
Not supportive	176	19.9 %
Not provided	30	3.4 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q6. The Town of Midwest and the Town of Edgerton's ability to provide basic water service to resident, industry and area customers is being compromised by deteriorating water pipeline. The total cost to replace 8 miles of potable waterline between Midwest/Edgerton and Casper would be \$12 million. Knowing this, how supportive would you be of replacing 8 miles of potable waterline between Midwest/Edgerton and Casper? (without "not provided")

Q6. How supportive would you be of replacing 8 miles of potable waterline between Midwest/

Edgerton & Casper	Number	Percent
Very supportive	290	33.9 %
Somewhat supportive	262	30.6 %
Not sure	127	14.9 %
Not supportive	176	20.6 %
Total	855	100.0 %

Q6a. If you answered "Not Supportive" or "Not Sure" to Question 6, please indicate why you answered this way.

Q6a. Why did you answer "not supportive" or "not sure"	Number	Percent
Taxes are already too high	91	30.0 %
I don't support this project	65	21.5 %
Economy/economic impact	23	7.6 %
Need more information	78	25.7 %
This is the wrong direction for our community	17	5.6 %
This is too expensive	37	12.2 %
Other	55	18.2 %
Total	366	

Q6a-6. What is the maximum amount you would support?

Q6a-6. What is the maximum amount you would support	Number	Percent
None	7	46.7 %
1 million	2	13.3 %
3 million	1	6.7 %
1.5 million	1	6.7 %
6 million	1	6.7 %
5 million	1	6.7 %
500K	1	6.7 %
7 million	1	6.7 %
Total	15	100.0 %

Q7. The Town of Edgerton and the Town of Midwest need to make improvements to streets, curbs, and gutters. Knowing this, how supportive would you be of allocating \$300,000 to each Town (\$600,000 in total) to make improvements to streets, curbs, and gutters?

Q7. How supportive would you be of allocating \$300K to each Town (\$600K in total) to make improvements to streets, curbs, & gutters

	Number	Percent
Very supportive	200	22.6 %
Somewhat supportive	304	34.4 %
Not sure	131	14.8 %
Not supportive	216	24.4 %
Not provided	34	3.8 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q7. The Town of Edgerton and the Town of Midwest need to make improvements to streets, curbs, and gutters. Knowing this, how supportive would you be of allocating \$300,000 to each Town (\$600,000 in total) to make improvements to streets, curbs, and gutters? (without "not provided")

Q7. How supportive would you be of allocating \$300K to each Town (\$600K in total) to make improvements to streets, curbs, & gutters

	Number	Percent
Very supportive	200	23.5 %
Somewhat supportive	304	35.7 %
Not sure	131	15.4 %
Not supportive	216	25.4 %
Total	851	100.0 %

Q7a. If you answered "Not Supportive" or "Not Sure" to Question 7, please indicate why you answered this way.

Q7a. Why did you answer "not supportive" or "not sure"	Number	Percent
Taxes are already too high	93	26.8 %
I don't support this project	86	24.8 %
Economy/economic impact	35	10.1 %
Need more information	84	24.2 %
This is the wrong direction for our community	22	6.3 %
This is too expensive	15	4.3 %
Other	69	19.9 %
Total	404	

Q7a-6. What is the maximum amount you would support?

Q7a-6. What is the maximum amount you would support	Number	Percent
None	3	75.0 %
100K	1	25.0 %
Total	4	100.0 %

Q8. How supportive would you be of building a new park in the Robertson Hills Area?

Q8. How supportive would you be of building a new park in Robertson Hills Area	Number	Percent
Very supportive	100	11.3 %
Somewhat supportive	171	19.3 %
Not sure	236	26.7 %
Not supportive	333	37.6 %
Not provided	45	5.1 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q8. How supportive would you be of building a new park in the Robertson Hills Area? (without "not provided")

Q8. How supportive would you be of building a new park in Robertson Hills Area	Number	Percent
Very supportive	100	11.9 %
Somewhat supportive	171	20.4 %
Not sure	236	28.1 %
Not supportive	333	39.6 %
Total	840	100.0 %

Q8a. If you answered "Not Supportive" or "Not Sure" to Question 8, please indicate why you answered this way.

Q8a. Why did you answer "not supportive" or "not sure"	Number	Percent
Taxes are already too high	121	21.3 %
I don't support this project	119	20.9 %
Economy/economic impact	29	5.1 %
Need more information	209	36.7 %
This is the wrong direction for our community	29	5.1 %
This is too expensive	31	5.4 %
Other	114	20.0 %
Total	652	

Q9. The Town of Mills has identified several public service and recreation projects that will improve the safety, well-being and quality of life for residents. How supportive would you be of each of the following potential projects?

(N=885)

	Very supportive	Somewhat supportive	Not sure	Not supportive	Not provided
Q9-1. Sewer Main/Manhole Replacement. Numerous manholes in lower Mills are Brick or deteriorated from sewer gases. The Sewer System in North Mt. View is mostly Clay Tile & needs lined. Cost-\$2 million	24.9%	34.0%	14.8%	18.6%	7.7%
Q9-2. Lower Mills Fire Hydrant & Water Service Replacement. The soil in lower Mills is extremely corrosive, all water services & Fire Hydrants need replaced. Cost-\$2.5 million	26.9%	34.5%	13.1%	16.9%	8.6%
Q9-3. Water Tank Projects. Mills Tank #1 needs to be painted with cathodic protection updated. New tank built to service Burd Road. Cost-\$1.5 million	21.0%	29.4%	19.9%	20.5%	9.3%
Q9-4. Emergency Generator Water Treatment Plant. Generator to run Treatment Plant during a Power Outage. Cost-\$2 million	28.9%	28.6%	16.3%	17.2%	9.0%
Q9-5. Mills Community Center (Old Mills Elementary). Remodel the Mills School into a Rec Center & training facility. Cost-\$2.5 million	14.5%	22.4%	22.8%	32.1%	8.2%
Q9-6. Pathway Connecting Lower Mills to River Heights. Pathway connecting the trail system from River Heights to Fort Casper. Cost-\$2.5 million	14.1%	20.9%	21.7%	34.0%	9.3%
Q9-7. Upgrades & Improvements to Mills Parks. Improvements & equipment replacement of existing Parks in Mills. Cost-\$1.5 million	12.7%	23.5%	23.3%	30.8%	9.7%

WITHOUT NOT PROVIDED

Q9. The Town of Mills has identified several public service and recreation projects that will improve the safety, well-being and quality of life for residents. How supportive would you be of each of the following potential projects? (without "not provided")

(N=885)

	Very supportive	Somewhat supportive	Not sure	Not supportive
Q9-1. Sewer Main/Manhole Replacement. Numerous manholes in lower Mills are Brick or deteriorated from sewer gases. The Sewer System in North Mt. View is mostly Clay Tile & needs lined. Cost-\$2 million	26.9%	36.8%	16.0%	20.2%
Q9-2. Lower Mills Fire Hydrant & Water Service Replacement. The soil in lower Mills is extremely corrosive, all water services & Fire Hydrants need replaced. Cost-\$2.5 million	29.4%	37.7%	14.3%	18.5%
Q9-3. Water Tank Projects. Mills Tank #1 needs to be painted with cathodic protection updated. New tank built to service Burd Road. Cost-\$1.5 million	23.2%	32.4%	21.9%	22.5%
Q9-4. Emergency Generator Water Treatment Plant. Generator to run Treatment Plant during a Power Outage. Cost-\$2 million	31.8%	31.4%	17.9%	18.9%
Q9-5. Mills Community Center (Old Mills Elementary). Remodel the Mills School into a Rec Center & training facility. Cost-\$2.5 million	15.8%	24.4%	24.9%	35.0%
Q9-6. Pathway Connecting Lower Mills to River Heights. Pathway connecting the trail system from River Heights to Fort Casper. Cost-\$2.5 million	15.6%	23.0%	23.9%	37.5%
Q9-7. Upgrades & Improvements to Mills Parks. Improvements & equipment replacement of existing Parks in Mills. Cost-\$1.5 million	14.0%	26.0%	25.8%	34.2%

Q15. The City of Casper is on the last phase to complete the reconstruction of Midwest Avenue between Walnut Street and Poplar Street. This project continues the improvements in the Old Yellowstone District and connects the Downtown to the Amoco Reuse project. It is projected to open up properties within the District to redevelopment. The project is expected to cost \$2.3 million. Knowing this, how supportive would you be of completing the reconstruction of Midwest Avenue between Walnut Street and Poplar Street?

Q15. How supportive would you be of completing the reconstruction of Midwest Avenue between Walnut Street & Poplar Street

	Number	Percent
Very supportive	130	14.7 %
Somewhat supportive	137	15.5 %
Not sure	53	6.0 %
Not supportive	58	6.6 %
Not provided	507	57.3 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q15. The City of Casper is on the last phase to complete the reconstruction of Midwest Avenue between Walnut Street and Poplar Street. This project continues the improvements in the Old Yellowstone District and connects the Downtown to the Amoco Reuse project. It is projected to open up properties within the District to redevelopment. The project is expected to cost \$2.3 million. Knowing this, how supportive would you be of completing the reconstruction of Midwest Avenue between Walnut Street and Poplar Street? (without "not provided")

Q15. How supportive would you be of completing the reconstruction of Midwest Avenue between Walnut Street & Poplar Street

	Number	Percent
Very supportive	130	34.4 %
Somewhat supportive	137	36.2 %
Not sure	53	14.0 %
Not supportive	58	15.3 %
Total	378	100.0 %

Q15a. If you answered "Not Supportive" or "Not Sure" to Question 15, please indicate why you answered this way.

Q15a. Why did you answer "not supportive" or "not sure"	Number	Percent
Taxes are already too high	43	38.7 %
I don't support this project	10	9.0 %
Economy/economic impact	13	11.7 %
Need more information	27	24.3 %
This is the wrong direction for our community	10	9.0 %
This is too expensive	19	17.1 %
Other	16	14.4 %
Total	138	

Q15a-6. What is the maximum amount you would support?

Q15a-6. What is the maximum amount you would support	Number	Percent
None	6	66.7 %
200K	1	11.1 %
1 million	1	11.1 %
100K	1	11.1 %
Total	9	100.0 %

Q10. Counting yourself, how many people in your household are?

	<u>Mean</u>	<u>Sum</u>
number	2.40	2099
Under age 5	0.11	94
Ages 5-9	0.09	82
Ages 10-14	0.16	144
Ages 15-19	0.13	114
Ages 20-24	0.07	65
Ages 25-34	0.21	180
Ages 35-44	0.28	243
Ages 45-54	0.34	301
Ages 55-64	0.48	420
Ages 65-74	0.39	344
Ages 75+	0.13	112

Q11. How long have you lived in Natrona County?

<u>Q11. How long have you lived in Natrona County</u>	<u>Number</u>	<u>Percent</u>
0-5	52	5.9 %
6-10	56	6.3 %
11-15	59	6.7 %
16-20	67	7.6 %
21-30	157	17.7 %
31+	471	53.2 %
Not provided	23	2.6 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q11. How long have you lived in Natrona County? (without "not provided")

<u>Q11. How long have you lived in Natrona County</u>	<u>Number</u>	<u>Percent</u>
0-5	52	6.0 %
6-10	56	6.5 %
11-15	59	6.8 %
16-20	67	7.8 %
21-30	157	18.2 %
31+	471	54.6 %
Total	862	100.0 %

Q12. What is your age?

Q12. Your age	Number	Percent
18-34	95	10.7 %
35-44	124	14.0 %
45-54	166	18.8 %
55-64	228	25.8 %
65+	218	24.6 %
Not provided	54	6.1 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q12. What is your age? (without "not provided")

Q12. Your age	Number	Percent
18-34	95	11.4 %
35-44	124	14.9 %
45-54	166	20.0 %
55-64	228	27.4 %
65+	218	26.2 %
Total	831	100.0 %

Q13. Would you say your total annual household income is...

Q13. Total annual household income	Number	Percent
Under \$30K	113	12.8 %
\$30K to \$59,999	188	21.2 %
\$60K to \$99,999	212	24.0 %
\$100K+	239	27.0 %
Not provided	133	15.0 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q13. Would you say your total annual household income is... (without "not provided")

Q13. Total annual household income	Number	Percent
Under \$30K	113	15.0 %
\$30K to \$59,999	188	25.0 %
\$60K to \$99,999	212	28.2 %
\$100K+	239	31.8 %
Total	752	100.0 %

Q14. Your gender:

Q14. Your gender	Number	Percent
Male	471	53.2 %
Female	413	46.7 %
Not provided	1	0.1 %
Total	885	100.0 %

WITHOUT NOT PROVIDED

Q14. Your gender: (without "not provided")

Q14. Your gender	Number	Percent
Male	471	53.3 %
Female	413	46.7 %
Total	884	100.0 %

Section 3

Crosstabular Data

Q1. Currently, the Casper Police Department leases space in the Hall of Justice, which was built in 1977. Recent third party research has verified that the existing Police Department has only half the space needed for efficient operations for today's needs, let alone that which is needed for future growth. Additionally, the existing facility has no capacity to meet the rapidly expanding technology needs of modern Law Enforcement. The City of Casper is seeking \$42.5 million to design, build, and equip a modern police facility capable of serving the community for the next 50 years. The facility would include modern training facilities, modern evidence facilities, a community meeting space (also available for public use) and would be designed to centralize public safety services such as the Municipal Court. Knowing this, how supportive would you be of building a new police facility for the City of Casper? (without "not provided")

N=885

	Q12. Your age					Total
	18-34	35-44	45-54	55-64	65+	
Q1. How supportive would you be of building a new police facility for City of Casper						
Very supportive	42.1%	34.4%	33.3%	31.4%	37.6%	34.1%
Somewhat supportive	25.3%	27.0%	27.9%	28.8%	28.0%	27.3%
Not sure	7.4%	10.7%	11.5%	11.1%	12.4%	11.4%
Not supportive	25.3%	27.9%	27.3%	28.8%	22.0%	27.2%

Q1a. If you answered "Not Supportive" or "Not Sure" to Question 1, please indicate why you answered this way.

N=339

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q1a. Why did you answer "not supportive" or "not sure"

Taxes are already too high	25.8%	42.6%	37.5%	45.6%	41.3%	40.4%
I don't support this project	22.6%	14.9%	18.8%	23.3%	16.0%	18.9%
Economy/economic impact	0.0%	12.8%	7.8%	5.6%	9.3%	7.7%
Need more information	19.4%	12.8%	31.3%	14.4%	16.0%	18.6%
This is the wrong direction for our community	16.1%	8.5%	3.1%	1.1%	6.7%	5.9%
This is too expensive	32.3%	27.7%	29.7%	31.1%	22.7%	28.9%
Other	29.0%	10.6%	17.2%	16.7%	24.0%	18.6%

Q2. A new Evansville Municipal Facility would combine and replace aging and undersized existing 1980's facilities for the Fire Department, City Hall, and Police Departments into a single multi-use municipal facility. Planning sessions in recent months have identified the need for an approximately 47,000 square foot facility that will provide the staff and community with the latest in technology and be energy efficient in its heating, lighting, and building envelope as well as an opportunity for a modern looking building that will present a new impression of Evansville. The design would also include adequate emergency power and utility redundancy to allow emergency responders to function uninterrupted by severe weather and other disasters. Currently emergency responders can be limited in reaction times due to inadequate emergency power. The facility is expected to cost approximately \$18-\$19 million. Knowing this, how supportive would you be of building a new municipal facility for the City of Evansville? (without "not provided")

N=885

	Q12. Your age					Total
	18-34	35-44	45-54	55-64	65+	

Q2. How supportive would you be of building a new municipal facility for City of Evansville

Very supportive	26.1%	13.8%	19.6%	18.3%	21.5%	19.3%
Somewhat supportive	34.8%	34.1%	30.1%	29.7%	30.8%	30.7%
Not sure	14.1%	14.6%	17.2%	21.0%	20.1%	18.3%
Not supportive	25.0%	37.4%	33.1%	31.1%	27.6%	31.7%

Q2a. If you answered "Not Supportive" or "Not Sure" to Question 2, please indicate why you answered this way.

N=432

Q12. Your age					Total
18-34	35-44	45-54	55-64	65+	

Q2a. Why did you answer "not supportive" or "not sure"

Taxes are already too high	16.7%	40.6%	29.3%	35.1%	27.5%	31.9%
I don't support this project	27.8%	20.3%	24.4%	20.2%	21.6%	22.2%
Economy/economic impact	5.6%	12.5%	8.5%	7.9%	9.8%	8.8%
Need more information	16.7%	14.1%	29.3%	24.6%	22.5%	22.0%
This is the wrong direction for our community	5.6%	9.4%	4.9%	3.5%	4.9%	5.3%
This is too expensive	22.2%	20.3%	15.9%	22.8%	14.7%	18.8%
Other	30.6%	14.1%	19.5%	13.2%	21.6%	18.8%

Q3. The Natrona County library is a community literacy center and indirect economic driver operating in a building with one part being 70 years old and the other 50 years old. The age, construction, and layout of building presents overwhelming limitations. The facility will not accommodate additional electrical and data wiring, and the aging plumbing doesn't keep up with user demand. A recent third party assessment confirms neither the building nor the parking are sufficient to accommodate the over 6,200 weekly library visitors. Natrona County anticipates requesting \$35.5 million from the taxpayers to be combined with funds raised through a capital campaign to design, build, and equip a modern library with the capacity to serve Natrona County residents and visitors for the next 50 years and beyond. The new facility will include data and electrical capacity to meet current and future needs, flexible children's and adult programming spaces, quiet reading and study areas, a business center, and adequate parking. Knowing this, how supportive would you be of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County? (without "not provided")

N=885

	Q12. Your age					Total
	18-34	35-44	45-54	55-64	65+	

Q3. How supportive would you be of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County

Very supportive	53.7%	36.3%	38.2%	34.4%	42.3%	39.0%
Somewhat supportive	16.8%	16.9%	18.2%	20.5%	22.3%	19.6%
Not sure	11.6%	8.9%	7.9%	8.5%	9.3%	9.4%
Not supportive	17.9%	37.9%	35.8%	36.6%	26.0%	32.0%

Q3a. If you answered "Not Supportive" or "Not Sure" to Question 3, please indicate why you answered this way.

N=363

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q3a. Why did you answer "not supportive" or "not sure"

Taxes are already too high	17.9%	29.3%	40.3%	42.6%	30.3%	35.5%
I don't support this project	35.7%	29.3%	37.5%	42.6%	27.6%	34.7%
Economy/economic impact	7.1%	12.1%	6.9%	8.9%	6.6%	8.0%
Need more information	25.0%	8.6%	11.1%	5.9%	10.5%	10.2%
This is the wrong direction for our community	7.1%	8.6%	5.6%	8.9%	9.2%	8.5%
This is too expensive	17.9%	15.5%	13.9%	11.9%	18.4%	16.0%
Other	21.4%	24.1%	23.6%	14.9%	26.3%	21.8%

Q4. The current town hall in Bar Nunn was repurposed from an office/warehouse space to a town hall in 1982. The building is not ADA compliant, poses safety challenges and restricts access to government. The purpose of a new facility would allow for expansion of town services as necessary, increase accessibility for residents and provide a community center to create a hub of activity for the community. The total cost would be \$5 million. Knowing this, how supportive would you be of building a new town hall/community center in the Town of Bar Nunn? (without "not provided")

N=885

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q4. How supportive would you be of building a new Town Hall/Community Center in Town of Bar Nunn

Very supportive	26.6%	16.7%	21.6%	18.8%	21.9%	20.8%
Somewhat supportive	33.0%	31.7%	29.6%	26.6%	31.9%	29.6%
Not sure	19.1%	16.7%	18.5%	19.3%	19.0%	18.0%
Not supportive	21.3%	35.0%	30.2%	35.3%	27.1%	31.7%

Q4a. If you answered "Not Supportive" or "Not Sure" to Question 4, please indicate why you answered this way.

N=425

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q4a. Why did you answer "not supportive" or "not sure"

Taxes are already too high	18.4%	29.0%	27.8%	35.3%	21.6%	28.2%
I don't support this project	26.3%	32.3%	26.6%	28.6%	15.5%	25.9%
Economy/economic impact	7.9%	12.9%	10.1%	9.2%	8.2%	9.4%
Need more information	21.1%	16.1%	30.4%	22.7%	27.8%	23.1%
This is the wrong direction for our community	2.6%	6.5%	5.1%	3.4%	4.1%	4.7%
This is too expensive	18.4%	14.5%	11.4%	10.1%	8.2%	11.8%
Other	18.4%	12.9%	7.6%	14.3%	25.8%	16.7%

Q5. The Town of Bar Nunn needs sewer and water infrastructure along the interchange and in the community to further development and growth. Knowing this, how supportive would you be of adding new infrastructure by the interchange (\$1 million) and within city limits (\$500,000)? (without "not provided")

N=885	Q12. Your age					Total
	18-34	35-44	45-54	55-64	65+	

Q5. How supportive would you be of adding new infrastructure by interchange (\$1 million) & within City limits (\$500K)

Very supportive	37.8%	25.0%	28.8%	28.4%	28.1%	28.7%
Somewhat supportive	33.3%	35.0%	30.0%	30.2%	39.5%	33.2%
Not sure	13.3%	14.2%	13.1%	15.8%	11.9%	13.7%
Not supportive	15.6%	25.8%	28.1%	25.6%	20.5%	24.4%

Q5a. If you answered "Not Supportive" or "Not Sure" to Question 5, please indicate why you answered this way.

N=323

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q5a. Why did you answer "not supportive" or "not sure"

Taxes are already too high	19.2%	31.3%	27.3%	34.8%	29.4%	31.3%
I don't support this project	19.2%	20.8%	19.7%	13.5%	11.8%	17.0%
Economy/economic impact	3.8%	10.4%	7.6%	12.4%	5.9%	8.7%
Need more information	34.6%	22.9%	31.8%	27.0%	26.5%	27.2%
This is the wrong direction for our community	7.7%	8.3%	4.5%	6.7%	4.4%	6.5%
This is too expensive	3.8%	8.3%	4.5%	2.2%	4.4%	5.0%
Other	19.2%	20.8%	24.2%	22.5%	27.9%	23.8%

Q6. The Town of Midwest and the Town of Edgerton's ability to provide basic water service to resident, industry and area customers is being compromised by deteriorating water pipeline. The total cost to replace 8 miles of potable waterline between Midwest/Edgerton and Casper would be \$12 million. Knowing this, how supportive would you be of replacing 8 miles of potable waterline between Midwest/Edgerton and Casper? (without "not provided")

N=885

	Q12. Your age					Total
	18-34	35-44	45-54	55-64	65+	

Q6. How supportive would you be of replacing 8 miles of potable waterline between Midwest/Edgerton & Casper

Very supportive	44.1%	28.6%	32.5%	32.0%	37.0%	33.9%
Somewhat supportive	30.1%	36.1%	29.4%	27.4%	34.1%	30.6%
Not sure	12.9%	12.6%	15.0%	18.7%	12.3%	14.9%
Not supportive	12.9%	22.7%	23.1%	21.9%	16.6%	20.6%

Q6a. If you answered "Not Supportive" or "Not Sure" to Question 6, please indicate why you answered this way.

N=303

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q6a. Why did you answer "not supportive" or "not sure"

Taxes are already too high	16.7%	33.3%	23.0%	37.1%	26.2%	30.0%
I don't support this project	25.0%	26.2%	34.4%	19.1%	8.2%	21.5%
Economy/economic impact	8.3%	9.5%	6.6%	9.0%	4.9%	7.6%
Need more information	29.2%	19.0%	31.1%	28.1%	26.2%	25.7%
This is the wrong direction for our community	0.0%	11.9%	3.3%	3.4%	4.9%	5.6%
This is too expensive	8.3%	16.7%	11.5%	10.1%	13.1%	12.2%
Other	16.7%	14.3%	13.1%	16.9%	26.2%	18.2%

Q7. The Town of Edgerton and the Town of Midwest need to make improvements to streets, curbs, and gutters. Knowing this, how supportive would you be of allocating \$300,000 to each Town (\$600,000 in total) to make improvements to streets, curbs, and gutters? (without "not provided")

N=885

	Q12. Your age					Total
	18-34	35-44	45-54	55-64	65+	

Q7. How supportive would you be of allocating \$300K to each Town (\$600K in total) to make improvements to streets, curbs, & gutters

Very supportive	33.7%	18.6%	20.5%	21.3%	26.5%	23.5%
Somewhat supportive	38.0%	38.1%	38.5%	33.3%	37.0%	35.7%
Not sure	9.8%	16.1%	14.9%	18.1%	15.2%	15.4%
Not supportive	18.5%	27.1%	26.1%	27.3%	21.3%	25.4%

Q7a. If you answered "Not Supportive" or "Not Sure" to Question 7, please indicate why you answered this way.

N=347

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q7a. Why did you answer "not supportive" or "not sure"

Taxes are already too high	11.5%	25.5%	21.2%	33.7%	26.0%	26.8%
I don't support this project	26.9%	17.6%	34.8%	25.5%	16.9%	24.8%
Economy/economic impact	3.8%	15.7%	13.6%	9.2%	7.8%	10.1%
Need more information	23.1%	27.5%	27.3%	25.5%	20.8%	24.2%
This is the wrong direction for our community	0.0%	7.8%	4.5%	5.1%	7.8%	6.3%
This is too expensive	7.7%	5.9%	3.0%	4.1%	2.6%	4.3%
Other	30.8%	15.7%	10.6%	18.4%	29.9%	19.9%

Q8. How supportive would you be of building a new park in the Robertson Hills Area? (without "not provided")

N=885

Q12. Your age					Total
18-34	35-44	45-54	55-64	65+	

Q8. How supportive would you be of building a new park in Robertson Hills Area

Very supportive	29.3%	6.0%	11.9%	10.1%	9.9%	11.9%
Somewhat supportive	26.1%	20.5%	24.5%	14.7%	24.3%	20.4%
Not sure	26.1%	28.2%	25.8%	26.1%	32.2%	28.1%
Not supportive	18.5%	45.3%	37.7%	49.1%	33.7%	39.6%

Q8a. If you answered "Not Supportive" or "Not Sure" to Question 8, please indicate why you answered this way.

N=569

Q12. Your age					Total
18-34	35-44	45-54	55-64	65+	

Q8a. Why did you answer "not supportive" or "not sure"

Taxes are already too high	12.2%	19.8%	18.8%	25.6%	18.8%	21.3%
I don't support this project	17.1%	17.4%	17.8%	26.8%	16.5%	20.9%
Economy/economic impact	0.0%	10.5%	5.0%	4.9%	4.5%	5.1%
Need more information	56.1%	37.2%	40.6%	32.3%	34.6%	36.7%
This is the wrong direction for our community	0.0%	7.0%	6.9%	4.9%	4.5%	5.1%
This is too expensive	2.4%	7.0%	4.0%	5.5%	5.3%	5.4%
Other	19.5%	23.3%	17.8%	17.7%	22.6%	20.0%

Q9. The Town of Mills has identified several public service and recreation projects that will improve the safety, well-being and quality of life for residents. How supportive would you be of each of the following potential projects? (without "not provided")

N=885

	Q12. Your age					Total
	18-34	35-44	45-54	55-64	65+	

Q9-1. Sewer Main/Manhole Replacement. Numerous manholes in lower Mills are Brick or deteriorated from sewer gases. The Sewer System in North Mt. View is mostly Clay Tile & needs lined. Cost-\$2 million

Very supportive	33.3%	20.5%	28.8%	28.3%	26.6%	26.9%
Somewhat supportive	43.3%	39.3%	33.8%	30.7%	42.7%	36.8%
Not sure	12.2%	14.5%	20.0%	17.5%	14.6%	16.0%
Not supportive	11.1%	25.6%	17.5%	23.6%	16.1%	20.2%

Q9-2. Lower Mills Fire Hydrant & Water Service Replacement. The soil in lower Mills is extremely corrosive, all water services & Fire Hydrants need replaced. Cost-\$2.5 million

Very supportive	41.1%	28.4%	29.3%	30.3%	25.0%	29.4%
Somewhat supportive	37.8%	37.9%	36.9%	30.3%	47.4%	37.7%
Not sure	12.2%	12.9%	17.2%	17.8%	11.5%	14.3%
Not supportive	8.9%	20.7%	16.6%	21.6%	16.1%	18.5%

Q9. The Town of Mills has identified several public service and recreation projects that will improve the safety, well-being and quality of life for residents. How supportive would you be of each of the following potential projects? (without "not provided")

N=885

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q9-3. Water Tank Projects. Mills Tank #1 needs to be painted with cathodic protection updated. New tank built to service Burd Road. Cost-\$1.5 million

Very supportive	29.5%	21.4%	26.1%	21.7%	20.7%	23.2%
Somewhat supportive	39.8%	29.5%	31.2%	27.1%	39.9%	32.4%
Not sure	17.0%	24.1%	21.7%	25.1%	20.7%	21.9%
Not supportive	13.6%	25.0%	21.0%	26.1%	18.7%	22.5%

Q9-4. Emergency Generator Water Treatment Plant. Generator to run Treatment Plant during a Power Outage. Cost-\$2 million

Very supportive	46.7%	27.6%	33.5%	26.7%	31.6%	31.8%
Somewhat supportive	34.4%	31.9%	32.9%	28.6%	34.7%	31.4%
Not sure	7.8%	18.1%	16.1%	21.8%	19.7%	17.9%
Not supportive	11.1%	22.4%	17.4%	22.8%	14.0%	18.9%

Q9. The Town of Mills has identified several public service and recreation projects that will improve the safety, well-being and quality of life for residents. How supportive would you be of each of the following potential projects? (without "not provided")

N=885

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q9-5. Mills Community Center (Old Mills Elementary). Remodel the Mills School into a Rec Center & training facility. Cost-\$2.5 million

Very supportive	21.5%	12.1%	18.7%	13.1%	15.3%	15.8%
Somewhat supportive	32.3%	26.7%	21.3%	19.9%	29.1%	24.4%
Not sure	19.4%	21.6%	27.1%	25.7%	28.1%	24.9%
Not supportive	26.9%	39.7%	32.9%	41.3%	27.6%	35.0%

Q9-6. Pathway Connecting Lower Mills to River Heights. Pathway connecting the trail system from River Heights to Fort Casper. Cost-\$2.5 million

Very supportive	26.1%	15.5%	16.9%	12.8%	13.0%	15.6%
Somewhat supportive	27.2%	24.1%	28.6%	19.2%	19.3%	23.0%
Not sure	17.4%	19.8%	19.5%	23.6%	35.9%	23.9%
Not supportive	29.3%	40.5%	35.1%	44.3%	31.8%	37.5%

Q9. The Town of Mills has identified several public service and recreation projects that will improve the safety, well-being and quality of life for residents. How supportive would you be of each of the following potential projects? (without "not provided")

N=885

Q12. Your age						Total
18-34	35-44	45-54	55-64	65+		

Q9-7. Upgrades & Improvements to Mills Parks. Improvements & equipment replacement of existing Parks in Mills.
Cost-\$1.5 million

Very supportive	19.6%	10.8%	17.5%	13.4%	11.3%	14.0%
Somewhat supportive	38.0%	27.9%	27.9%	17.8%	27.8%	26.0%
Not sure	20.7%	20.7%	23.4%	27.2%	32.5%	25.8%
Not supportive	21.7%	40.5%	31.2%	41.6%	28.4%	34.2%

Q15. The City of Casper is on the last phase to complete the reconstruction of Midwest Avenue between Walnut Street and Poplar Street. This project continues the improvements in the Old Yellowstone District and connects the Downtown to the Amoco Reuse project. It is projected to open up properties within the District to redevelopment. The project is expected to cost \$2.3 million. Knowing this, how supportive would you be of completing the reconstruction of Midwest Avenue between Walnut Street and Poplar Street? (without "not provided")

N=885

		Q12. Your age					Total
		18-34	35-44	45-54	55-64	65+	

Q15. How supportive would you be of completing the reconstruction of Midwest Avenue between Walnut Street & Poplar Street

Very supportive	31.4%	30.4%	34.7%	34.0%	42.6%	34.4%
Somewhat supportive	41.2%	36.2%	42.1%	30.2%	36.2%	36.2%
Not sure	15.7%	18.8%	12.6%	12.3%	10.6%	14.0%
Not supportive	11.8%	14.5%	10.5%	23.6%	10.6%	15.3%

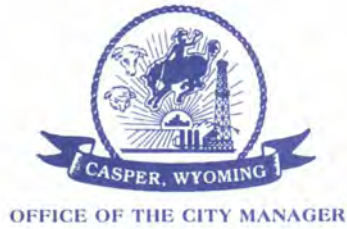
Q15a. If you answered "Not Supportive" or "Not Sure" to Question 15, please indicate why you answered this way.

N=111

	Q12. Your age					Total
	18-34	35-44	45-54	55-64	65+	
<u>Q15a. Why did you answer "not supportive" or "not sure"</u>						
Taxes are already too high	35.7%	39.1%	36.4%	42.1%	40.0%	38.7%
I don't support this project	0.0%	8.7%	13.6%	13.2%	0.0%	9.0%
Economy/economic impact	0.0%	26.1%	9.1%	10.5%	0.0%	11.7%
Need more information	35.7%	26.1%	27.3%	21.1%	10.0%	24.3%
This is the wrong direction for our community	7.1%	17.4%	0.0%	10.5%	10.0%	9.0%
This is too expensive	28.6%	4.3%	9.1%	23.7%	30.0%	17.1%
Other	7.1%	8.7%	18.2%	13.2%	20.0%	14.4%

Section 4

Survey Instrument



CITY OF CASPER

200 NORTH DAVID STREET
CASPER, WYOMING 82601
PHONE: (307) 235-8224
FAX: (307) 235-8313
www.cityofcasperwy.com



February 2020

Dear Casper, Evansville, Bar Nunn, Mills, and Natrona County Resident,

Your household has been randomly selected to participate in the Natrona County specific purpose 6th cent tax survey. This tax, if approved by voters, will only be collected until the funds for the approved projects have been generated. After this period the tax would automatically end. The county is looking at several propositions which would go to the public for approval. The purpose of this survey is to determine if the election was today, what the voters would be in favor of and why. All feedback will help the County determine the will of the public.

Natrona County and municipalities within contracted with ETC Institute, a national market research firm that specializes in surveys for local governments, to conduct this survey. For more information on ETC Institute, please visit their website at: www.etcinstitute.com.

Residents are invited to share their views to generate a statistically accurate sample of overall community viewpoints towards a 6th cent specific purpose tax and we look forward to hearing your opinions and feedback on which items you would support with this additional cent.

The enclosed short survey should take around 5-10 minutes to complete. Responses are strictly confidential and anonymous; the entities will only receive overall results from the research firm. **Please return your completed survey within the next seven days using the enclosed postage-paid envelope or, if you prefer, you can take this survey online at:**

www.natronacountysurvey.org

If you have questions about this survey, please email the City of Casper at: ftremel@casperwy.gov or email ETC Institute at jason.morado@etcinstitute.com.

Your feedback is very important! This information we obtain is **critical** to our understanding of the current and future needs of **Natrona County residents**.

With Thanks,

Steve Freel
Mayor-Casper

Jennifer Sorenson
Mayor-Evansville

Rob Hendry, Chairman
Natrona County Commissioners

Patrick Ford
Mayor-Bar Nunn

Seth Coleman
Mayor-Mills

Please take a few minutes to complete this important survey. Natrona County would like your input to help determine priorities for the 6th cent tax. When you are finished, please return your survey in the enclosed postage-paid, return-reply envelope. If you prefer, you can complete the survey online at www.natronacountysurvey.org. THANK YOU!

1. Currently, the Casper Police Department leases space in the Hall of Justice, which was built in 1977. Recent third party research has verified that the existing Police Department has only half the space needed for efficient operations for today's needs, let alone that which is needed for future growth. Additionally, the existing facility has no capacity to meet the rapidly expanding technology needs of modern Law Enforcement. The City of Casper is seeking \$42.5 million to design, build, and equip a modern police facility capable of serving the community for the next 50 years. The facility would include modern training facilities, modern evidence facilities, a community meeting space (also available for public use) and would be designed to centralize public safety services such as the Municipal Court. Knowing this, how supportive would you be of building a new police facility for the City of Casper?

- (1) Very Supportive
- (2) Somewhat Supportive
- (3) Not Sure (answer Q1a)
- (4) Not Supportive (answer Q1a)

1a. If you answered "Not Supportive" or "Not Sure" on Question 1, please indicate why you answered this way. [Check all that apply]

- (1) Taxes are already too high
- (2) I don't support this project
- (3) Economy/economic impact
- (4) Need more information
- (5) This is the wrong direction for our community
- (6) This is too expensive; What is the maximum amount you would support? _____
- (7) Other: _____

2. A new Evansville Municipal Facility would combine and replace aging and undersized existing 1980's facilities for the Fire Department, City Hall, and Police Departments into a single multi-use municipal facility. Planning sessions in recent months have identified the need for an approximately 47,000 square foot facility that will provide the staff and community with the latest in technology and be energy efficient in its heating, lighting, and building envelope as well as an opportunity for a modern looking building that will present a new impression of Evansville. The design would also include adequate emergency power and utility redundancy to allow emergency responders to function uninterrupted by severe weather and other disasters. Currently emergency responders can be limited in reaction times due to inadequate emergency power. The facility is expected to cost approximately \$18-\$19 million. Knowing this, how supportive would you be of building a new municipal facility for the City of Evansville?

- (1) Very Supportive
- (2) Somewhat Supportive
- (3) Not Sure (answer Q2a)
- (4) Not Supportive (answer Q2a)

2a. If you answered "Not Supportive" or "Not Sure" on Question 2, please indicate why you answered this way. [Check all that apply]

- (1) Taxes are already too high
- (2) I don't support this project
- (3) Economy/economic impact
- (4) Need more information
- (5) This is the wrong direction for our community
- (6) This is too expensive; What is the maximum amount you would support? _____
- (7) Other: _____

3. The Natrona County library is a community literacy center and indirect economic driver operating in a building with one part being 70 years old and the other 50 years old. The age, construction, and layout of building presents overwhelming limitations. The facility will not accommodate additional electrical and data wiring, and the aging plumbing doesn't keep up with user demand. A recent third party assessment confirms neither the building nor the parking are sufficient to accommodate the over 6,200 weekly library visitors. Natrona County anticipates requesting \$35.5 million from the taxpayers to be combined with funds raised through a capital campaign to design, build, and equip a modern library with the capacity to serve Natrona County residents and visitors for the next 50 years and beyond. The new facility will include data and electrical capacity to meet current and future needs, flexible children's and adult programming spaces, quiet reading and study areas, a business center, and adequate parking. Knowing this, how supportive would you be of 6th cent funding in the amount of \$35.5 million for a new library facility for Natrona County?

- (1) Very Supportive
- (2) Somewhat Supportive
- (3) Not Sure (answer Q3a)
- (4) Not Supportive (answer Q3a)

3a. If you answered "Not Supportive" or "Not Sure" on Question 3, please indicate why you answered this way. [Check all that apply]

- (1) Taxes are already too high
- (2) I don't support this project
- (3) Economy/economic impact
- (4) Need more information
- (5) This is the wrong direction for our community
- (6) This is too expensive; What is the maximum amount you would support? _____
- (7) Other: _____

4. The current town hall in Bar Nunn was repurposed from an office/warehouse space to a town hall in 1982. The building is not ADA compliant, poses safety challenges and restricts access to government. The purpose of a new facility would allow for expansion of town services as necessary, increase accessibility for residents and provide a community center to create a hub of activity for the community. The total cost would be \$5 million. Knowing this, how supportive would you be of building a new town hall/community center in the Town of Bar Nunn?

- (1) Very Supportive
- (2) Somewhat Supportive
- (3) Not Sure (answer Q4a)
- (4) Not Supportive (answer Q4a)

4a. If you answered "Not Supportive" or "Not Sure" on Question 4, please indicate why you answered this way. [Check all that apply]

- (1) Taxes are already too high
- (2) I don't support this project
- (3) Economy/economic impact
- (4) Need more information
- (5) This is the wrong direction for our community
- (6) This is too expensive; What is the maximum amount you would support? _____
- (7) Other: _____

5. The Town of Bar Nunn needs sewer and water infrastructure along the interchange and in the community to further development and growth. Knowing this, how supportive would you be of adding new infrastructure by the interchange (\$1 million) and within city limits (\$500,000)?

- (1) Very Supportive
- (2) Somewhat Supportive
- (3) Not Sure (answer Q5a)
- (4) Not Supportive (answer Q5a)

5a. If you answered "Not Supportive" or "Not Sure" on Question 5, please indicate why you answered this way. [Check all that apply]

- (1) Taxes are already too high
- (2) I don't support this project
- (3) Economy/economic impact
- (4) Need more information
- (5) This is the wrong direction for our community
- (6) This is too expensive; What is the maximum amount you would support? _____
- (7) Other: _____

6. The Town of Midwest and the Town of Edgerton's ability to provide basic water service to resident, industry and area customers is being compromised by deteriorating water pipeline. The total cost to replace 8 miles of potable waterline between Midwest/Edgerton and Casper would be \$12 million. Knowing this, how supportive would you be of replacing 8 miles of potable waterline between Midwest/Edgerton and Casper?

- (1) Very Supportive
- (2) Somewhat Supportive
- (3) Not Sure (answer Q6a)
- (4) Not Supportive (answer Q6a)

6a. If you answered "Not Supportive" or "Not Sure" on Question 6, please indicate why you answered this way. [Check all that apply].



- (1) Taxes are already too high
- (2) I don't support this project
- (3) Economy/economic impact
- (4) Need more information
- (5) This is the wrong direction for our community
- (6) This is too expensive; What is the maximum amount you would support? _____
- (7) Other: _____

7. The Town of Edgerton and the Town of Midwest need to make improvements to streets, curbs, and gutters. Knowing this, how supportive would you be of allocating \$300,000 to each Town (\$600,000 in total) to make improvements to streets, curbs, and gutters?

- (1) Very Supportive
- (2) Somewhat Supportive
- (3) Not Sure (answer Q7a)
- (4) Not Supportive (answer Q7a)

7a. If you answered "Not Supportive" or "Not Sure" on Question 7, please indicate why you answered this way. [Check all that apply]

- (1) Taxes are already too high
- (2) I don't support this project
- (3) Economy/economic impact
- (4) Need more information
- (5) This is the wrong direction for our community
- (6) This is too expensive; What is the maximum amount you would support? _____
- (7) Other: _____

MEMO TO: Carter Napier, City Manager 
FROM: Tom Pitlick, Financial Services Director 
SUBJECT: Budget Review: Capital Budget Discussion

Meeting Type & Date
Council Work Session
March, 10, 2020

Action Type
Information only

Recommendation
That Council support the capital outlay program, as recommended by staff, for inclusion in the fiscal year 2020-2021 annual budget.

Summary
Every year as part of the annual budget preparation process, each Department is asked to submit a Capital Improvement Plan which outlines their anticipated capital (>\$5,000) needs over the next five year period. For fiscal year 2021, a total of \$33,268,461 was requested inclusive of all funds. Of these requests, \$14,235,995 fit within the 1%#16 annual allocation plan as adopted by Council (Resolution 18-206): \$9,764,670 are attributable to Enterprise Funds and fit within their previously approved rate models; \$1,000,000 (Goodstein Parking Lot Project) is being recommended to be funded through the Opportunity Fund: \$10,000 includes an offsetting revenue component; and \$8,257,796 lack a designated funding source.

All requests for capital funding were reviewed by staff with only those having high importance to the City's overall operation making the list being presented for Council consideration. Of particular focus were projects comprising the \$8,257,796 competing for "other" available funding sources. These funding sources are limited to previous years savings realized from completed projects/purchases as well as interest earnings from the Perpetual Care Fund. In total, approximately \$3.9M could be made available from these sources. It is not being recommended, however, that these residual funding balances be entirely depleted as some level of reserves need to be maintained for unexpected/emergency capital purchases.

The "competing" projects were evaluated based on a variety of factors including critical need, imminent failure, safety, and citizen impact. This evaluation included input from the department heads and City Manager's office. Capital requests within this category being recommended for funding represent the results of this effort and totals \$1,119,000.

Documents are being assembled for Council distribution that will include the fiscal year 2020-2021 capital funding requests detail; project support documentation; 1% #16 capital funding cycle detail; a department summary for all funds; and enterprise fund capital request summaries. This information will be made available in advance of the March 10th work session.

Financial Considerations

Expenditure of approx. \$26.1M for fiscal year 2021 capital.

Oversight/Project Responsibility

Carter Napier, City Manager

Tom Pitlick, Financial Services Director

Attachments

None at this time.

March 5, 2020

MEMO TO: J. Carter Napier, City Manager *cn*
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk *ft*
SUBJECT: Community Promotions –Preliminary Voting Results

Meeting Type & Date:
Work Session
March 10, 2020

Recommendation:

That Council review the Community Promotions applications that were received and vote on the amount of cash to be awarded and vote yes or no to the in-kind and facility requests.

Summary:

The City of Casper received twenty-one applications for Community Promotions funding for the next fiscal year (FY 21).

The City Council previously directed staff to go through the applications to see whether they met the legal requirements for the City to provide funding. City Attorney John Henley reviewed the applications to see if the statutes provided provisions that would allow funding to be awarded to each applicant. This is indicated on the vote sheet on the column titled “Can this legally be funded;” all the applicants met the legal requirements.

Further, Council asked staff to go over whether the applications met the Council’s stated Community Promotions guidelines. The guidelines are:

- a. The cash funds allocated by Council should be utilized to:
 1. Bring people to the community so as to enhance economic development, **and**
 2. To improve the quality of life for residents of Casper.
- b. The in-kind and facility funds allocated by Council should be utilized to:
 1. Bring people to the community so as to enhance economic development, **or**
 2. To improve the quality of life for residents of Casper.

Staff examined all the applications and indicated whether they met these guidelines on the spreadsheet in the column “Does this meet the Community Promotions Guidelines.” All applicants met the guideline requirements.

The next step is for Council to fill out the voting sheet. Council members are asked to vote on *how much* cash funding each application should receive and whether facility or in-kind services should be granted. For the in-kind and facility requests Council will only have to indicate “yes” or “no” on whether they should be awarded the in-kind request and the facility request. The spreadsheet is set up to total your requests as you enter them.

For Council's convenience the table below shows the totals for all requests.

	Cash Requests	In-Kind Requests	Facilities Requests	Total Amount of Requests
Amount for all requests submitted	\$27,100.00	\$51,954.84	\$33789.38	\$112,844.22

The process will then continue with Council reviewing these results at a Work Session on March 24, 2020. Individual Council members may change their votes at that time.

Financial Considerations:

Funding for this project will come from the general fund.

Oversight/Project Responsibility:

Fleur Tremel, Assistant to the City Manager/City Clerk

Attachments:

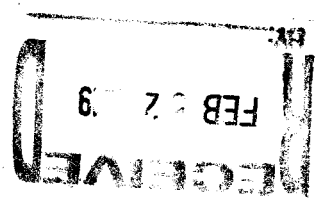
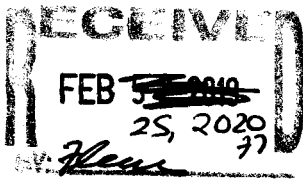
Voting Compilation and Applications

FY20 Community Promotions Voting Sheet

#	Organization Name	Event Name	Can this legally funded	Does this meet the Community Promotions Guidelines	Total Request	Cash Requested	How Much?	In Kind Requested (At 50%)	Select "Yes" or "No"	Facilities Requested (At 50%)	Select "Yes" or "No"	
1	Casper Amateur Hockey Club	Season Events	Yes	Yes	\$25,529.69	\$14,100.00		\$0.00		\$11,429.69		\$0.00
2	Casper College T-Bird Trek	2019 T-Bird Trek	Yes	Yes	\$1,000.00	\$1,000.00		\$0.00		\$0.00		\$0.00
3	Casper Housing Authority CARES	Annual Father's Day Event	Yes	Yes	\$280.00	\$0.00		\$0.00		\$280.00		\$0.00
4	Casper Soccer Club	Casper Fall Classic 2020	Yes	Yes	\$584.50	\$0.00		\$84.50		\$500.00		\$0.00
5	Casper Soccer Club	Spring Jamboree	Yes	Yes	\$584.50	\$0.00		\$84.50		\$500.00		\$0.00
6	Casper Soccer Club	Wyoming State Cup	Yes	Yes	\$881.50	\$0.00		\$101.50		\$780.00		\$0.00
7	Central Wyoming Corvettes	Central Wyoming Corvette Roundup	Yes	Yes	\$0.00	\$0.00		\$0.00		\$0.00		\$0.00
8	Community Rec Foundation	2020 Holiday Craft Fair	Yes	Yes	\$5,750.00	\$0.00		\$3,000.00		\$2,750.00		\$0.00
9	DCBA/Proud to Host	Downtown Casper Christmas Parade	Yes	Yes	\$1,248.53	\$0.00		\$1,248.53		\$0.00		\$0.00
10	Fort Caspar Museum association	Caspar Collins Day	Yes	Yes	\$500.00	\$500.00		\$0.00		\$0.00		\$0.00
11	Natrona County Fair	Central WY Fair & Rodeo	Yes	Yes	\$15,117.50	\$0.00		\$15,117.50		\$0.00		\$0.00

FY20 Community Promotions Voting Sheet

#	Organization Name	Event Name	Can this legally funded	Does this meet the Community Promotions Guidelines	Total Request	Cash Requested	How Much?	In Kind Requested (At 50%)	Select "Yes" or "No"	Facilities Requested (At 50%)	Select "Yes" or "No"	
12	Natrona County Fair	CWFR Banner Downtown Advertising	Yes	Yes	\$121.62	\$0.00		\$121.62		\$0.00		\$0.00
13	Natrona County Fair	Downtown Sidewalk Chalk Art	Yes	Yes	\$5,000.00	\$5,000.00		\$0.00		\$0.00		\$0.00
14	Natrona County Fair	Downtown Parade	Yes	Yes	\$1,602.15	\$0.00		\$1,602.15		\$0.00		\$0.00
15	Serve Wyoming	2020 9-11 Memorial mural project	Yes	Yes	\$3,000.00	\$3,000.00		\$0.00		\$0.00		\$0.00
16	Special Olympics	2020 Special Olympics Fall Tournament	Yes	Yes	\$3,463.12	\$1,500.00		\$1,463.12		\$500.00		\$0.00
17	Special Olympics	2020 Special Olympics Summer Sports Classic	Yes	Yes	\$1,939.00	\$500.00		\$1,344.00		\$95.00		\$0.00
18	WY Central ABATE	Motorcycle Safety and Awareness Day Run	Yes	Yes	\$210.00	\$0.00		\$210.00		\$0.00		\$0.00
19	WY Central ABATE	Toy Run	Yes	Yes	\$210.00	\$0.00		\$210.00		\$0.00		\$0.00
20	WY Fiddler's Association	Regional Fiddle Championship	Yes	Yes	\$1,000.00	\$1,000.00		\$0.00		\$0.00		\$0.00
21	Wyoming Juneteenth Education Committee	Juneteenth Freedom Celebration	Yes	Yes	\$1,950.00	\$500.00		\$1,390.00		\$60.00		\$0.00
					\$64,663.11	\$27,100.00	\$0.00	\$25,977.42	\$0.00	\$16,894.69		



COMMUNITY PROMOTIONS APPLICATION - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on **February 28, 2020**.

Name of Sponsoring Organization: Casper Amateur Hockey Club	Name of Program or Event: Season Events 7/1/20-6/30/21
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CONTACT INFORMATION - PLEASE PRINT
 Contact Person: Diane Berg, CAHC Executive Director Phone Number: (307)315-0188 Date: February 25, 2020
 Address: P.O. Box 2562, Casper, WY 82609
 Email: clubcasperhockey@gmail.com
 Is this organization a Non-Profit Organization? Yes or No
 If so, what is your tax-exempt EIN number? 83-0211124

EVENT / PROGRAM DESCRIPTION

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

COMMUNITY PROMOTION GUIDELINES

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

Please see the attached.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

EVENT CHANGES

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

League play remains relatively unchanged from season to season and changes are usually precipitated by the Wyoming Amateur Hockey League (WAHL). Assuming the ice plant replacement project at the Casper Ice Arena will be completed on time in October 2020, our overall programming impacted by the in-kind grant funding for our 2020-2021 season will differ very little from previous seasons and will remain consistent until a second sheet of ice is made available for user groups.

DATES

On what date(s) will this event be held? 07/01/2020-06/30/2021

Will Casper be the regular home for this event? Yes No, its home is: _____

ANTICIPATED ATTENDANCE AND PUBLIC PARTICIPATION

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

How many people do you expect to be **Participants** in this event or program? 1075

How many people do you expect to attend this event as **Spectators**? 3225

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

SUPPORT REQUESTED

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i> Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$14,100.00	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");
Date Cash Needed: 03/01/2021	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
	Please list the services you require:	Description/Purpose	Location	Date	Start Time
1.					
2.					
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
	Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Casper Ice Arena	To host weekend hockey events, including tournaments and league games. Ice time totaling 152 166.25 hours at \$137.50/hr = \$22,859 per attached budget	Nov 2020- March 2021			
2.					
3.					
4.					

BUDGET SUMMARY		
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).		
1.		
2.		
3.		
4.		
Donations (list from whom and whether the donation is committed or to be requested):		
1.		
2.		
3.		
4.		
Applicant Funds :		
Other Funds (please list source(s)):		
1.		
2.		
3.		
4.		
		Total Funding:
		\$
Anticipated Expenses for this program or event (please be as specific as you can).		
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
		Total Expenses:
		\$
		Total Revenue <i>minus</i> Total Expenses: profit (loss):
		\$

PAST YEAR'S BUDGET

Please attach a program budget from the last time you held this event, if available.

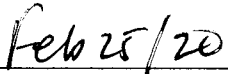
Please see attached.

CERTIFICATION

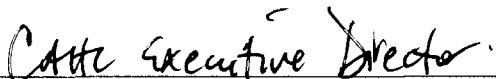
I certify under penalty of perjury, that this application and the items included therein, are correct and just in every respect.



Signature



Date



Title

Casper Amateur Hockey Club, Inc. Community Promotions FY 2021 Application for Assistance

The Casper Amateur Hockey Club, Inc. (CAHC) is a qualified non-profit organization under Section 501(c)(3) of the Internal Revenue Code. CAHC was founded in 1969 to provide an opportunity for skaters of all ages to learn and play the game of hockey in Casper. We are unique in that we are the only youth hockey program in Casper. Our mission is to aspire to be an exceptional educational-athletic organization that provides a life-enriching experience for every athlete, while promoting a program consistent with the rules and regulation of USA Hockey, and to develop and promote positive character, sportsmanship, teamwork, fair play, and overall player development. To put it more simply, our goal is to build better people through a sport they love, surrounded by others who share the same passion. The in-kind assistance we request goes directly to offset the expenses associated with the competitive side of our program (league and tournament games) where the competitive nature of the game lends to the development of strong work ethic, leadership, and commitment in our players.

In applying for assistance from the City of Casper through the Community Promotions program, we offer the following information for your consideration:

- For the 2019-20 season, CAHC currently has over 250 participants ranging from 3 years of age to adult. We are grateful that our membership numbers have again remained stable despite the slow return in the economy.
- For the 2019-20 season, CAHC paid \$137.50/hour for ice time per the lease agreement with the Casper Ice Arena. The forecasted total cost of CAHC's ice usage for the 2019-20 season to March 10th, 2020 is just shy of \$92,000.00, which includes \$5000 in in-kind ice time received through the Community Promotions FY 2020 grant. Our goal is to utilize as much ice as possible in an effort to prove the need for an additional sheet of ice to meet the needs of the current user groups and potentially the return of a Junior Hockey program.
- Our participants pay a registration fee ranging from \$200 for first-time skaters to \$500 for our High School age skaters (25 week season). Participants with our league and traveling teams pay an additional assessment which covers the expenses incurred by the team, including those associated with tournaments, league games, etc.
- CAHC offers a scholarship program to assist families who are unable to afford the registration fees for their child to play hockey. For the 2019-2020 season, we granted \$1400.00 in scholarships for registration fees.
- The registration fee revenue generated is not sufficient to cover the Club's ice time cost, let alone the other expenses of the organization. To enable us to keep our fees as low as possible, we secure community sponsors and plan and support numerous fundraising projects to cover our expenses in excess of our registration fees. The Club receives approximately \$15,000.00 in revenue annually through dasher and banner advertising sponsorships. Fundraisers for the 2019-2020 season included Christmas wreath sales (optional participation), Adventure raffle (mandatory participation for 2019-2020), and other smaller fundraisers with a total net profit raised of \$67,163.17 to date. Previously, Club fundraisers have been optional for families to participate. Over the past several years, we have had a decline in participation in the fundraisers offered, which has negatively impacted our fundraising goals. Last season, the Board implemented a mandatory fundraiser (Adventure raffle) to help us reach our fundraising targets and we have had a positive response with this initiative. We also have our upcoming annual Casper Hockey Extravaganza fundraiser scheduled for March 21, 2020.
- CAHC's impact on Casper and the surrounding communities is considerable:
 - Ideally, CAHC would host five to seven tournaments annually by our Travel teams that have traditionally been successful. Because of our central location, we are an ideal meeting place for teams from all over the Rocky Mountain region, and we have earned the reputation of hosting fun, exciting and enjoyable tournaments. We draw teams from Wyoming, Montana, Colorado, Utah and South Dakota and each tournament generally brings 90 to 130 players and their families to Casper. Their stay usually involves a two-night stay as they arrive on Friday afternoon and depart on Sunday afternoon. In addition to our annual 6U and 8U Jamboree CAHC has been able to host consistently over Martin Luther King weekend, this season we were also able to host a 10U Travel Team Tournament, which the Club has not been able to host since 2017 due lack of ice availability. We are looking forward to rebuilding our Travel Tournament program with the increased ice availability a second sheet would offer, allowing the Club to have more opportunity to positively impact the local economy.
 - As a participant in the Wyoming Amateur Hockey League (WAHL), Casper hosts numerous league games each season and involve six to ten other teams from around Wyoming. For the 2019-2020 season we hosted 50 home games at the Casper Ice Arena over 11 weekends. These weekends bring approximately 15-20 players per team, along with their families to Casper and often times also require a two-night stay.
 - CAHC is comprised of youth players participating in hockey development Sunday through Thursday, mostly evenings, for approximately 25 weeks from the second week of September through the first week of March. We also have approximately 100 adults participate with CAHC as players, officials, coaches and managers.
- In addition to the ice usage discussed above, CAHC hosts a variety of hockey events throughout the season. We host training sessions for coaches and referees from around the State. And, CAHC hosts an annual Hockey Helps

the Hungry event each March, which is a fundraiser for the Salvation Army. This year our event is scheduled for March 5, 2020. It is an important focus of the Club to recognize the support of the greater community at large towards our program and how our membership can “give back” to the community by hosting these events.

CAHC has been the beneficiary of the City’s generosity in the allocation of Community Promotions funds for a number of years. We appreciate the support that has been given to us and we respectfully request your continued support for our upcoming season.

Community Promotion Guidelines:

Casper is centrally located within the state and surrounding region. CAHC brings in players and their families for tournaments and league events from Cheyenne, Gillette, Douglas, Pinedale, Sheridan, Jackson, Rock Springs, Riverton, Cody and Laramie. We also bring in players and their families for tournaments from South Dakota, Montana, Colorado and Utah.

Hockey is definitely a family event and, as such, we typically host the skater as well as his or her parents and siblings. The majority of our events require a two-night stay in one of our Casper area hotels, as well as meals from our local restaurants, fuel from our local gas stations, and shopping in our retail establishments. Hosting tournaments and league games also promotes many of our City facilities including the Casper Ice Arena, Casper Aquatics Center, and the Casper Recreation Center.

Casper Amateur Hockey Club, Inc.
Community Promotions FY 2021
Event Budget FY 20/21

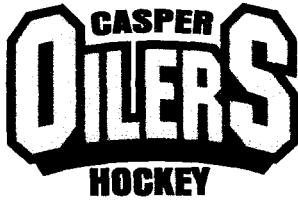
PROJECT/EVENT	Expenses - Ice Only	EVENT EXPENSES Expenses - Referees	Expenses - Other	ENTRY FEES, ETC. Income
Wyoming Amateur Hockey League Events				
<i>Regular Season 7/1/20-6/30/21</i>				
10U (2 Teams), 12U (2 teams), 14U (2 teams), High School 7 teams with 10 games 110 hrs @ \$137.50/hr	15,125			
Referees -70 games x \$150/game		10,500		
Donations (Raffles, Puck Toss, Etc.)				
<i>State Championships (Competitive bid award system)</i>				
<i>Late February/Early March 2021</i>				
This budget anticipates hosting two of the possible nine championship tournaments (assumes 12 games/tournament @ 1.75 hrs/game)				
Ice expense (assumes 42 hrs @ \$137.50/hour)	5,775			
Referee expense (assumes \$150/game)		3,600		
Other expenses (awards, souvenirs, etc).			1,500	
Other Revenue (entry fees, sponsorships, raffles, etc.)				7,400
Casper Amateur Hockey Club Tournament Events				
<i>November 2020 through March 2021 (assumes 1 tournament) MLK Jan 2020</i>				
Ice expense (assumes 14.25 hrs/tournament @ \$137.50/hr)	1,959			
Referee expense				
Other expenses (awards, souvenirs, etc.			1,000	
Revenue (entry fees, donations, raffles, etc.)				4,000
TOTALS	22,859	14,100	2,500	11,400

NOTE: Casper Amateur Hockey Club will purchase approximately \$90,000 of total ice from July 2020 through June 2021, assuming the ice plant replacements project is completed on time. The additional ice not included in Community Promotions Grant funding will be utilized by our general membership and is fully paid by CAHC. The above request for donation of in-kind ice affects the weekend ice only and goes back directly to the the families involved in the league and travel teams to offset the costs of the associated team expenses.

Casper Amateur Hockey Club, Inc.
 Community Promotions FY 2020
 Event Budget FY 19/20

PROJECT/EVENT	Expenses - Ice Only	EVENT EXPENSES Expenses - Referees	Expenses - Other	ENTRY FEES, ETC. Income
Wyoming Amateur Hockey League Events				
<i>Regular Season 7/1/19-6/30/20</i>				
10U (2 Teams), 12U (2 teams), 14U (2 teams), Girls 19U, High School 8 teams with 10 games 127.5 hrs @ \$137.50/hr	17,531			
Referees - 80 games x \$150/game		12,000		
Donations (Raffles, Puck Toss, Etc.)				-
<i>State Championships (Competitive bid award system)</i>				
<i>Late February/Early March 2020</i>				
This budget anticipates hosting two of the possible nine championship tournaments (assumes 12 games/tournament @ 1.75 hrs/game)				
Ice expense (assumes 42 hrs @ \$137.50/hour)	5,775			
Referee expense (assumes \$150/game)		3,600		
Other expenses (awards, souvenirs, etc).			1,500	
Other Revenue (entry fees, sponsorships, raffles, etc.)				7,400
Casper Amateur Hockey Club Tournament Events				
<i>November 2019 through March 2020 (assumes 1 tournament) MLK Jan 2020</i>				
Ice expense (assumes 14.25 hrs/tournament @ \$137.50/hr)	1,959			
Referee expense				
Other expenses (awards, souvenirs, etc.			1,000	
Revenue (entry fees, donations, raffles, etc.)				4,000
TOTALS	25,266	15,600	2,500	11,400

NOTE: Casper Amateur Hockey Club will purchase approximately \$90,000 of total ice from July 2019 through June 2020. The additional ice not included in Community Promotions Grant funding will be utilized by our general membership and is fully paid by CAHC. The above request for donation of in-kind ice affects the weekend ice only and goes back directly to the the families involved in the league and travel teams to offset the costs of the associated team expenses.



The Casper Amateur Hockey Club, Inc.
P.O. Box 2562
Casper, WY 82602

February 25, 2020

Ms. Fleur Tremel
City Manager's Office
City of Casper
200 N. David Street
Casper, WY 82601

RE: Casper Amateur Hockey Club, Inc.
Community Promotions FY 2021

Dear Mrs. Tremel:

Enclosed is our application for Community Promotions funding for fiscal year 2021. Please review and advise me if you need additional information.

We have included requests in our application to host Wyoming Amateur Hockey League State Championship tournaments, but please be aware these events are awarded based on a competitive bid system, which will not take place until November 2020. Though there is no guarantee we will be selected to host any of the nine championship tournaments, we often are selected to host at least one.

We sincerely appreciate your time and consideration. Please contact me directly at (307)315-0188 with any questions you may have regarding our application.

Respectfully,

A handwritten signature in black ink that reads "Diane Berg". The signature is written in a cursive, flowing style.

Diane Berg
Executive Director
Casper Amateur Hockey Club



February 3, 2020

To whom it may concern:

The Casper City Council will set aside funds to support non-profit programs and events that benefit the Casper community. The City can help out by providing special City services, or it can help by lending the use of its parks and facilities.

The Council will be distributing this funding through a process called Community Promotions. An application form and a copy of the funding guidelines have been included with this letter, and an electronic version can be found on the City's website at www.casperwy.gov.

Funds from this period are meant to support specific events that will occur July 1, 2020 through June 30, 2021. We can only waive up to half of the fee for any service or half the rent for any facility. For example – if your organization needs passes to one of our outdoor pools, we cannot give the passes away, but we might be able to offer them to you at half price.

Please submit your applications before the deadline either in person or through regular mail. Applications are due by 12:00 p.m. (noon), February 28, 2020. The funding is limited and there is no guarantee that Council will accept late applications. Please take a moment to think about any upcoming events or programs that you will be running in the next year.

I look forward to hearing from you. If you have any questions or concerns, please contact Fleur Tremel in the City Manager's Office at 235-8215, or via email at ftremel@casperwy.gov.

Sincerely,

A handwritten signature in cursive script that reads "Fleur".

Fleur Tremel
Assistant to the City Manager



COMMUNITY PROMOTIONS
FUNDING GUIDELINES AND POLICIES
FY 2021

These guidelines will be used by the Casper City Council to evaluate fund requests received from non-profit organizations.

I. Intent of the Community Promotions Process

1. Cash Funding

a. The cash funds allocated by Council should be utilized to:

1. Bring people to the community so as to enhance economic development, **and**
2. To improve the quality of life for residents of Casper.

2. In-Kind and Facilities Requests

a. The in-kind and facility funds allocated by Council should be utilized to:

1. Bring people to the community so as to enhance economic development, **or**
2. To improve the quality of life for residents of Casper.

3. The funds allocated by Council should be used to provide activities that will increase the usage of existing City facilities.

a. It is the intent of Council to use the Community Promotions funds to support programs and events that provide a direct benefit to the citizens of Casper, as opposed to fundraising events which provide a more indirect benefit. Therefore, Council will show preference to non-fundraising events.

II. Available Funding

1. Requests for funding will be divided into three categories: Cash, In-kind Staffing and Services, and Facility Rentals. Calculations of the value of these Services and Facilities will be provided by City staff, based upon information provided by the various groups and documentation of costs incurred in previous years.

2. The Council may award up to 50% of the value of any In-Kind Service or Facility Rental. The remainder must be covered by the applicant. Applicants may not request Cash awards to pay for the uncovered portion of these requests.
3. All cash awards will be on a reimbursement-basis only. Receipts for expenditures made to support the activity must be presented in order for payments to be approved.
4. No funding will be provided for operational expenses, capital purchases or salaries. Funding requests should be directed to the actual expenses associated with a specific special program or event.
5. No funds will be available to pay for ancillary services at the Casper Events Center. Ancillary services include equipment rental (such as tables and stages), labor costs (such as event setup and box office service), and any food and beverage expenses. These expenses must be covered by the applicant, and they will be in addition to the applicant's portion of the facility rental fee. Applicants may not request cash awards to pay for these ancillary services.

III. Award Process

1. Submissions for consideration after the date and time listed on the application will not be considered.
2. Once the applications have been processed by City staff, Council will meet to discuss the applications. Select applicants may be invited to address Council to clarify their applications and answer questions.
3. Council will then vote in regular session to approve the funding as decided in a work session.
4. Every organization that receives Community Promotions funding will be asked to submit a final report. If the award was support for an event, then the report will be due to the City within 30 days of the conclusion of the event. If the award was support for a program, then the final report will be due within thirty days of the conclusion of the program, or within 30 days of the conclusion of that fiscal year, whichever is soonest. The timely filing of this report will be taken into consideration when considering future years' allocation requests.
5. A historical record will be compiled for each organization receiving funds from the Community Promotions budget in order to give future Councils a basis for evaluating future requests.



Received 2/26/20
AA lom

Community Promotions Application - FY 2021

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on **February 28, 2020.**

Name of Sponsoring Organization:
Casper College Foundation and Alumni

Name of Program or Event:
T-Bird Trek

Contact Information - Please Print

Contact Person: Ann Dalton Phone Number: 307-268-2325 Date: 2/25/2020

Address: Casper College – 125 College Drive – Casper, WY 82601

Email: adalton@caspercollege.edu

Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax exempt EIN number? 83-6003050

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written “Event/Program Description,” and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 ½” by 11” paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** *(Please write in your answer below, and attach another (1) sheet if necessary.)*

See attachment.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

See attachment.

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

See attachment.

Dates

On what date(s) will this event be held? **Sunday, September 13, 2020**

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? **320**

How many people do you expect to attend this event as **Spectators**? **100**

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

<p>Cash</p>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
<p>Amount: \$500 or \$1000</p>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p>
<p>Date Cash Needed: 7 /31 /2020</p>	<p>We are hoping that the City of Casper will partner with Casper College and become a 2020 T-Bird Trek Water or Mile Marker sponsor. We would love to see the WYOCITY logo on the course and we will include the City of Casper in all of our marketing materials and social media outlets. (See attached sponsorship brochure).</p> <p>We also think it would help boost City awareness if a proclamation was made on race day. This would bring additional media coverage about the partnership between Casper College and the City of Casper.</p>

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
	Please list the services you require:	Description/Purpose	Location	Date	Start Time
1. N/A					
2.					
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
	Please list the facility you require:	Purpose	Date	Start Time	End Time
1. N/A					
2.					
3.					
4.					

Budget Summary	
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees \$40 x 300 =	\$ 12,000
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	
1. Committed (First Interstate Bank, Jonah Bank, Wyoming Medical Center, Ramkota, WPDN, Wyoming Machinery, Lenhart, Mason and Associates)	\$ 9,000
2.	\$
3.	\$
4.	\$
Donations (list from whom and whether the donation is committed or to be requested):	
1. Pepsi of Casper – In-Kind –water and Gatorade	\$
2. Keyhole Technologies – In-Kind-Flaggers for course	\$
3. Event Center – In-Kind - Bike racks for course	\$
Applicant Funds :	\$
Other Funds (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
Total Funding:	\$ 21,000

Anticipated Expenses for this program or event (please be a specific as you can).	
1. Timing Structure	\$ 500
2. Course Supplies	\$ 300
3. T*Shirts	\$ 4966
4. Race timing chips	\$ 978
5. Bibs	\$ 130
6. Course Insurance	\$ 275
7. Food for runners	\$ 844
8. Banners	\$ 340
9. Printing on t*shirts	\$ 575
10. Porta-Potties	\$ 345
Total Expenses:	\$ 9,253

Total Revenue minus Total Expenses: profit (loss):	\$ 11,747
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Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

See attached

Certification

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

Ann Dalton
Signature

2-25-2020
Date

Associate Director of Development
Title

FY21 ComPro Funding Application – attachment

Community Promotion Guidelines

The T-Bird Trek is a community wide event encouraging walkers, accomplished runners, and their children to engage in healthy outdoor activity. Children 12 and under run free with a registered adult. The Trek budget also includes sponsorships for up to 150 student runners from middle schools, secondary schools and the college to run at no charge. Any income from sponsorships and entry fees exceeding expenses goes to support scholarships, but the primary goal is community engagement in a family-friendly activity. We would like the City of Casper to sponsor either a mile marker sign (\$500) or a water station (\$1,000) at our event.

Proceeds from the race provide scholarships for both Wyoming and out-of-state students, allowing students to attend Casper College and keep educational dollars in the community. Scholarship support from the Casper College Foundation and Alumni Association gives traditional and non-traditional students access to a quality education with the opportunity to graduate with little or no debt. The Trek attracts families who visit and use local hotels, restaurants and businesses. When students attend Casper College, families of non-local students return for visits and continue to use Casper amenities.

For the last few years, we have also offered the Virtual Trek. The Virtual Trek encourages team building and strengthens ties with Casper College. Those participants are encouraged to post pictures of their virtual Trek, which, in turn, helps promote the City of Casper and Casper College.

Our participants were extremely happy with the completion of the Casper Mountain road portion of the Platte River Trails system. Not only does the trail provide extra safety measures, the pathway provides a clear route for the runners, walkers, and the community volunteers. We are truly grateful that the path runs in front of Casper College.

The Foundation and Alumni office is proud to offer our students complimentary race entries. This helps to bring awareness of the Platte River Trail system and all of the great benefits that living in Casper, Wyoming offers.

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

Last year, we offered a downhill half marathon that was extremely popular. Seventy-one enthusiastic runners participated last year and we already have runners registered for this year's downhill half marathon, along with the three other courses we offer. On Saturday, September 12, we are collaborating with our Veteran's club to host the second annual Dog Trek. Last year over 50 dogs and their humans participated. All proceeds from this 1.47-mile event will benefit our Veteran's club.

2019 Post T-Bird Trek Debrief

Registration	2019	2018	2017	2016	2015
5K	110	104	114	146	93
10K	47	67	56	50	-
Half	21	40	35	60	66
Downhill Half	71	-	-	-	-
Relay	0	0	2	-	12
Virtual 5K	20	31	42	31	-
Virtual 10K	6	7	14	5	-
Virtual Half	1	0	9	1	-
Virtual Team	0	3	-	-	-
Virtual 26.2	1	-	-	-	-
Total	277	252	272	293	171
Register Day of	3	10	24	32	0
Register at Packet Pick-Up	17	20	12	26	2
Total States	11	12	17	22	9
Total Countries	3	7	4	3	1
Demographics					
Male	89	86	100	104	60
Female	188	166	172	189	111
Oldest	84	83	82	81	69
Youngest	7	9	10	11	10
Average Age	38	38	38	36	36
Median Age	37	37	37	36	36
Volunteers	85	77	97	106	58
Estimated Spectators	145	175	160	153	123
Vendor Booths	2	4	4	6	3
Live Music – Bands	2	3	2	-	-
Total Participants	511	518	535	572	443

1 team made up of 3 runners
(2018)

*includes United States

T-Bird Trek Preliminary Income and Expense Report

Sponsorships received	\$19,500.00
Sponsorships receivable	\$428.57
Entry fees	<u>\$9,459.38</u>
Total income:	\$29,387.95
Expenses	<u>\$ 7,243.93</u>
Total expenses	\$ 7,243.93
Estimated Net Profit	\$22,144.02

The 2019 T-Bird Trek estimated net profit is \$22,144.02. The above figures do not include the **significant in-kind support** from the media and other sponsors. Media contributions totaled close to \$43,000. Other in-kind support of time and goods was significant. Keyhole Technologies provided excellent support along the course in safety patrol cars and provided electronic billboards at the intersection of Wyoming Blvd and Casper Mountain Road. We also received assistance from the City of Casper, Natrona County Parks Department, Platte River Trails, and the Wyoming Department of Transportation; which, in addition to the support from Keyhole Technologies, provided a safe running experience for our participants.

2019 T-Bird Trek Summary

Our new downhill half marathon was a success with 71 runners participating in the inaugural downhill half marathon. Last year we had 252 participants. We are happy to report 277 individuals participated in this year's event. The median age of our runners was 37 years old. The youngest participant was 7 years old and the oldest was 84. Again, the Platte River Trails ensured a safe running environment for our runners. We are still tallying the proceeds; however, preliminary numbers indicate that the race netted nearly \$22,000.

Employees of Casper College and the Casper community participated in all sectors of the event; including running, walking, playing music, and handing out breakfast burritos. The School of Business and Industry made the medals for the finishers in each age category and the course maps. Mike Olson, Casper College ceramics instructor, created wonderful ceramic bowls and cups for the half-marathon finishers. Students from both the fire science and the EMT programs provided course support. We had two new 'head cheer leaders' at aid/water stations and a mother, father, and daughter team road their bikes with our participants to provide course support. Other volunteers included various members of the administrative team, as well as faculty and staff from all areas of the college. Casper College Foundation Board members and Alumni board members were active participants and helped cheer on runners at the finish line.



Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on **February 28, 2020**.

Name of Sponsoring Organization:
Casper Housing Authority CARES

Name of Program or Event:
2021 Annual Father's Day Event

Contact Information - Please Print
Contact Person: Lori Burns _____ Phone Number: 307-233-7015 _____ Date: 02/27/2020 _____
Address: 145 N. Durbin Casper, WY 82601 _____
Email: lburns@chaoffice.org _____
Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax exempt EIN number? 81-0826443 _____

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

Every year, Casper Housing Authority CARES puts on a Father's Day event for the community. This event is the largest HUD father's day event in the nation with approx.. 2500 people attending the event. This event is offered free to the community and brings together community resources, entertainment, food, and kids activities for families to enjoy a day in the park. We utilize local vendors and when not available work with state vendors to come and provide services. This event is solely funded on donations and funding from Casper Housing Authority CARES. The funds from the city will be used to help pay for the rental of the park so that CARES can utilize our limited funds to pay local vendors to help put on the event.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?
The Annual Father's Day event brings together community agencies and residents. It gives an opportunity for agencies to reach the community about their services. It also builds awareness for the residents about available resources in their

community. This informal setting allows the agencies and residents to make a connection and gather information. With so many different services available in our community, this opportunity to have multiple agencies in one place to help the community is an invaluable resource.

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

Every year, we offer different activities and have different service agencies available. While the base idea of the event being a free community gathering – the information provided at the event varies every year. We have 25-50 agencies participate in the event every year. Every year, new organizations join the event to help provide even more resources to the community.

Dates

On what date(s) will this event be held? June 19, 2021

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 2500

How many people do you expect to attend this event as **Spectators**? _____

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __ / __ /20__	
Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
	Please list the services you require:	Description/Purpose	Location	Date	Start Time
1.					
2.					
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
	Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Wells Park	Father's Day Event	6/19/21	7 AM	5PM	
2. Soccer field #12	Father's Day Event	6/19/21	7AM	5PM	
3. Shelter at Wells Park	Father's Day Event	6/19/21	7AM	5PM	
4.					

Budget Summary	
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	
1. In-Kind Advertising (CST, KCWY13, Townsquare Media) – To Be Requested	\$
2. Black Hills Energy – To be Requested	\$750.00
3. Rory Skogen Insurance – To Be Requested	\$1000.00
4. Natrona County Recreation Joint Powers Board – To Be requested	\$2000.00
5. Moser Energy Systems – To be Requested	\$500.00
6. Hilltop National Bank – To be Requested	\$1000.00
7. Martinez Dry Cleaning – To be Requested	\$500.00
8. Automation Electronics – To be Requested	\$500.00
9. Meridian Trust	
Donations (list from whom and whether the donation is committed or to be requested):	
1. Indian Ice – to be requested	\$
2. R& R Rest Stops – To be requested	\$
3. Pepsi – To be requested	\$
4. Sinclair (BBQ) – To Be Requested	\$
Applicant Funds : whatever isn't raised from our general fund	\$
Other Funds (please list source(s)):	
1. Booth Fees	\$ 750.00
2.	\$
3.	\$
4.	\$
Total Funding:	\$ 7500 + donations and in-kind
Anticipated Expenses for this program or event (please be a specific as you can).	
1. Entertainment and Sound	\$ 3800.00
2. Food	\$2800.00

3. Insurance, Security, Permits	\$ 2200.00
3. Supplies and Printing	\$1000.00
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
	Total Expenses:
	\$ 9800.00

	Total Revenue <i>minus</i> Total Expenses: profit (loss):	\$ (2300.00)
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Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Budget not available for 2020 as the event hasn't been held yet. Attached is the budget from 2019

Certification

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

Scott Buena
Signature

2-27-2020
Date

CARES Director
Title

Casper Housing Authority CARES

Father's Day Event 2019 Budget

Expenses

Item	Cost	Notes
FunOnTheGo (Inflatables)	\$ 2,750.00	
Face Painting	\$ 200.00	4 @ \$50
Hot Dogs/Hamburgers/Chips	\$ 2,209.13	
Drinks	\$ -	Pepsi
Ice	\$ -	Indian Ice
Cotton Candy/Popcorn/Snow Cones	\$ 567.50	
DJ Services	\$ 100.00	
Live Entertainment	\$ 250.00	
Sound Equipment	\$ 300.00	
Supplies (T-Shirts/Banners/Misc)	\$ 643.13	
Insurance	\$ 928.57	
Permits	\$ 165.00	
Security	\$ 300.00	
Portable Toilet Facilities	\$ 160.00	R&R - 2 Donated with rental
Thank you Gifts	\$ 448.45	\$336.45 (jars)
Advertising (TV and Radio)	\$ -	KCWY13 and Townsquare
Advertising (CST - 100 inches)	\$ -	Casper Star-Tribune Grant
Printing - Banners	\$ 53.61	
TOTAL EXPENSES	\$ 9,075.39	

Revenues

Item	Cost	Status
Booth Fees (\$25 each)	\$ 400.00	
Meridan Trust	\$ 500.00	
Rory Insurance	\$ 1,000.00	
TOTAL REVENUES	\$ 1,900.00	

Difference (Covered by Casper Housing Authority)	\$	(7,175.39)
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Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted] Applications are due in City Hall by 12:00 p.m. on **February 28, 2020**.

Name of Sponsoring Organization:
Casper Soccer Club, Inc

Name of Program or Event:
Casper Fall Classic 2020

Contact Information - Please Print
Contact Person: Wendy Brown Phone Number: 307-473-2617 Date: 2/25/2020
Address: PO Box 2101, Casper, WY 82602 1700 East K St, Casper
Email: wendy@caspersoccerclub.com
Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax exempt EIN number? 83-0271001

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The Casper Soccer Club is requesting community promo funds to assist with the lease of the North Casper Soccer complex for the 23rd Annual Fall Classic in September. The funds allocated for the facility use of the soccer fields will assist in managing the overall cost of the event. It will free up some funding for other areas of the projected budget. The Event brings in approximately **95 teams** from around the state as well as from South Dakota & Montana. The players range in age from 7 to 19, and travel with their families. The 2 day Fall Classic Soccer tournament brings to Casper approximately 4000 players, parents, officials and fans to watch the games, visit the retail stores, eat in the restaurants and stay in the hotels of Casper. The community benefits from the influx of soccer fans for the two days of the soccer tournament.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?
 The Casper Fall Classic has an economic impact on the city of Casper during the weekend of tournament games. The event will bring into the city approximately 4000 visitors for the weekend. The families will stay in the hotels 1 or 2 nights and will frequent the restaurants and the retail stores.

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

We will continue to improve the setup of the event with the logistic planning of field locations. We also continue to review the rules of the event to meet the needs of the competition.

Dates

On what date(s) will this event be held? Sept 12-13, 2020

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 1300

How many people do you expect to attend this event as **Spectators**? 2700

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

<p>Cash</p>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
<p>Amount: \$</p>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p>
<p>Date Cash Needed: __ / __ /20__</p>	

In-Kind Staffing and Services	<i>The City can provide services to a group directly in order to facilitate an event.</i>				
	Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.				
	Please use the list included in this packet to properly describe what staffing/services you will need.				
	<i>Services that are typically requested:</i>				
	Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.Trash Services	1 4/6yrd dumpster & 6 90gal cans	North Casper Soccer Complex	9/12 - 9/13	7am	7pm
2.					
3.					
4.					

Facilities	<i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i>				
	Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.				
	Please use the list included in this packet to properly describe what staffing/services you will need.				
	<i>Facilities that are typically requested:</i>				
	Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks				
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1.North Casper Soccer Complex	2 – day soccer tournament	9/12-9/13	7am	7pm	
2.					
3.					
4.					

Budget Summary	
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$ 45360.00
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	
1. Concessions/Vendors	\$ 1250.00
2. T-shirt Vendor	\$ 1394.00
3.	\$
4.	\$
Donations (list from whom and whether the donation is committed or to be requested):	
1. TBD	\$1500.00
2.	\$
3.	\$
4.	\$
Applicant Funds :	\$
Other Funds (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
Total Funding:	\$49504.00
Anticipated Expenses for this program or event (please be as specific as you can).	
1. Referee Expenses (lodging/meals etc)	\$ 22600.00
2. Sanctioning fees	\$ 3050.00
3. Software/processing fees	\$ 3618.00
4. Awards & promo	\$ 5740.00
5. Facility cost (utilities)	\$ 2950.00
6. field prep	\$ 2695.00
7. Medical services	\$ 2450.00
8. Staff	\$ 3540.00
9. Rental Equipment	\$ 1600.00
10.	\$
Total Expenses:	\$48243.00
Total Revenue minus Total Expenses: profit (loss):	\$1261.00

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Certification

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



Signature

2/25/2020

Date

Executive Director Casper Soccer Club

Title



Casper Soccer Club, PO Box 2101, Casper, WY 82602

www.caspersoccerclub.com wendyb@caspersoccerclub.com

Participation in sports has been proven to build self-esteem, promote teamwork, develop the mind as well as the body, and is an important part of a youth's growing process. Our Mission is to help players in their development of positive life skills and self-concepts through learning the basic principles of soccer, the fundamentals of teamwork and the responsibilities of sportsmanship. Honor the Game with Passion, Respect, Integrity, Dedication, Excellence.

The Casper Fall Classic has been hosted by the Casper Soccer Club for 23 years. The Fall Classic is a two-day soccer tournament, bringing to Casper approximately 95 to 100 teams, at least 85 of those teams are from around the state of Wyoming, northern Colorado, South Dakota, and hopefully Montana this year. The Fall Classic is a qualifying event for the Wyoming teams competing in the Wyoming State Cup. The Fall Classic Event is well attended by the WSA Club Associations because of its central location. The Classic is open to USYS teams from the age of 8U to 19U. Approximately 2500 soccer players, parents, fans and referees will converge on Casper for the Fall Classic. The North Casper Soccer Complex is a great facility to host such an event. The venue of the complex allows for 130 to 140 games to be played in one location with close proximity to lodging, eateries and shopping.

Teams are guaranteed 3 games during the weekend of soccer, with champion games in each age division. First place and second place awards are presented to each age/gender division. The nature of a tournament encourages the players to develop self-concepts through teamwork and sportsmanship as well the experience of victory and defeat.

70 to 80 referees will also come from around the state and surrounding area to officiate the youth soccer games.

The competitive soccer teams of Wyoming are part of the US Youth Soccer Association and Wyoming Soccer Association. The Teams are made up of the players from ages 7 to 19. The Fall Classic will bring approximately 2500 players, parents, referees and fans of soccer to the community of Casper for the 2 days of soccer fun!

It is a Fun filled action packed weekend of soccer.



22nd Casper Fall Classic 2019 Budget

September 7-9, 2019

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



Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on **February 28, 2020.**

Name of Sponsoring Organization:
Casper Soccer Club, Inc

Name of Program or Event:
Spring Jamboree 2021

Contact Information - Please Print

Contact Person: Wendy Brown Phone Number: 307-473-2617 Date: 2/25/2020
Address: PO Box 2101, Casper, WY 82602 1700 East K St, Casper
Email: wendy@caspersoccerclub.com
Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax-exempt EIN number? 83-0271001

Event / Program Description

Please attach a **one-page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below and attach another (1) sheet if necessary.)
2021 will be the 16th year for the Casper Spring Jamboree. The event brings to Casper approximately 75 teams from around the state as well as Montana, South Dakota, Nebraska and Colorado. The players that participate range in age from 7 to 15. The participating families are responsible for the travel and travel individually. The Casper Jam brings in approximately 3750 parents, players, coaches, referees and fans to watch the games, stay in the hotels, dine at the restaurants, visit the retail stores and see the sites of Casper.
The funds allocated by the community promotion grant will be used to offset a part of the facility cost and the sanitation cost of the event. The adjustment in the budget can afford additional promo items for the event and keep the registration for the event at a reasonable fee.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?
 The assistance with the facility cost and the in-kind services assists in keeping the event priced at a reasonable registration fee. The Casper Spring Jam has an economic impact on the city of Casper during the weekend of games. The event will bring to the city approximately 3100 people for the weekend. The families will stay in the Casper hotels 1 or 2 nights. They will frequent the restaurants and the retail stores and other businesses.

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*
 Each year after the event we evaluate what was successful and what may have not gone the way that we wanted. The discussed changes are small changes in the tournament planning process. We are going to use an online signup program for volunteers with specific job description and accountability.

Dates

On what date(s) will this event be held? April 10- 11, 2021

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 1250

How many people do you expect to attend this event as **Spectators**? 2500

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");
Date Cash Needed: __ / __ /20 __	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
	Please list the services you require:	Description/Purpose	Location	Date	Start Time
1. Trash Services	1 4-6-yard dumpster & 6 90gal cans	North Casper Soccer Complex	4/10 - 4/11	7am	7pm
2.					
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
	Please list the facility you require:	Purpose		Date	Start Time
1. North Casper Soccer Complex & parking area	Soccer Tournament		4/10 - 4/11	7am	7pm
2.					
3.					
4.					

Budget Summary	
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$26350.00
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	
1.CACVB to be requested	\$2000.00
2. TBD	\$ 500.00
3.	\$
4.	\$
Donations (list from whom and whether the donation is committed or to be requested):	
1.	\$
2.	\$
3.	\$
4.	\$
Applicant Funds :	\$
Other Funds (please list source(s)):	
1.Concession	\$ 1000.00
2.Vendor	\$ 500.00
3.	\$
4.	\$
Total Funding:	\$30350.00
Anticipated Expenses for this program or event (please be a specific as you can).	
1.Facility cost	\$ 1800.00
2.Medical personal	\$ 1680.00
3. Referee Cost	\$ 13431.00
4.Sanitation Services	\$ 1859.00
5.Field expenses and personnel	\$ 5609.50
6. Rented equipment	\$ 950.00
7. Event sanctioning	\$ 5492.00
8. Misc. expenses	\$ 300.00
9.	\$
10.	\$
Total Expenses:	\$ 30,121.50
Total Revenue minus Total Expenses: profit (loss):	\$ 228.50

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

The 2020 event has not yet occurred. Purposed budget is being submitted as well as the event budget from 2019.

Certification

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

Signature

Date

Title



Casper Soccer Club, PO Box 2101, Casper, WY 82602

www.caspersoccerclub.com wendyb@caspersoccerclub.com

Participation in sports has been proven to build self-esteem, promote teamwork, develop the mind as well as the body, and is an important part of a youth's growing process. Our Mission is to help players in their development of positive life skills and self-concepts through learning the basic principles of soccer, the fundamentals of teamwork and the responsibilities of sportsmanship. Honor the Game with Passion, Respect, Integrity, Dedication, Excellence.

The Casper Soccer Club Spring Jamboree has been a staple for the club for several years. The Spring JAM started as a one-day festival style game event with each team playing 4 games in a day. The event grew and evolved into a 2-day event with girl teams playing on one day and the boy teams playing on the other day of the weekend. We will host approximately 90 to 105 teams, with at least 80 of those teams coming in from out of town and as far as northern Colorado, South Dakota, Nebraska and hopefully Montana this year. The Spring JAM is one of the first events for the spring season for many of the Wyoming Soccer Club teams. It provides an opportunity to come out and play a short competitive soccer game in a fun festival style of play and to see the direction the spring season is headed. The Spring JAM is open to US Soccer affiliated team from the age of 7U to 15U. Approximately 3750 soccer players, parents, fans and referees will converge on Casper for the JAM. The North Casper Soccer Complex is a great facility to host such an event. The 130 to 140 games are played in one location with close proximity to lodging, eateries and shopping.

Teams are guaranteed 4 half games in one day of soccer, no finals or championships, just games. The nature of a tournament encourages the players to develop self-concepts through teamwork and sportsmanship in a fun festival style of play.

65 to 75 referees will also come from around the state to officiate the approximately 130 games. The competitive soccer teams of Wyoming are part of the US Youth Soccer Association and Wyoming Soccer Association. The Teams are made up of the players from ages 7 to 15. The Spring JAM will bring approximately 3750 players, parents, referees and fans of soccer to the community of Casper for the weekend.

It is a Fun filled action packed weekend of soccer.



2020 Spring Jamboree

April 18-19, 2020 Casper WY- North Casper Soccer Complex

	Estimated Budget	
	income	expenses
Income		
Registration Fees-avg \$310 x 85 teams	\$26,350.00	
Concession/Vendor	\$ 1,500.00	
Sponsorship/In Kind Services (CACVB grant)	\$2,000.00	
Total Income	\$29,850.00	
Expenses		
Credit Card Processing fees 4% of fees		1,054.00
Application to host fee		350.00
Lease City of Casper		1,000.00
WYS Tournament Fees 85 teams x \$30		2,550.00
Referee Expenses		
Assignor/asst assignor		1,875.00
Referee Compensation		8,500.00
Room for assignor/refs \$98 x 11 rooms x2 nights		2,156.00
Snacks/meals/drinks		900.00
Tent/table/chair rental		950.00
Field prep/paint/supplies etc \$100x16 field+ 45hrsx \$19.50		2,477.50
Misc expenses -		500.00
Medical - 24hr x \$35 x 2 persons		1,680.00
R&R Services \$25x 11 units x2/day x 2 days		990.00
Got Soccer Management 85 teams x \$15		1,275.00
Concession Employees 4 x 26hrs x \$8 +\$100tax		932.00
Trash Service		369.00
Utilities/building/office cost for event		300.00
Tournament director		2,000.00
Total Expenses		29,858.50
Net Income or Loss		



Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on **February 28, 2020**.

Name of Sponsoring Organization:
Casper Soccer Club, Inc

Name of Program or Event:
Wyoming State Cup

Contact Information - Please Print
Contact Person: Wendy Brown Phone Number: 307-473-2617 Date: 2/25/2020
Address: PO Box 2101, Casper, WY 82602 1700 East K St, Casper
Email: wendyb@caspersoccerclub.com
Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax exempt EIN number? 83-0271001

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The WSA Wyoming State Cup hosted by Casper Soccer Club. The event will bring to Casper approximately 115 teams from around the state of Wyoming. The players that participate range in age from 7 to 15. The Wyoming State Cup will bring in approximately 4300 parents, players, coaches, referees and fans to watch the games, stay in the hotels, dine at the restaurants, visit the retail stores and see the sites of Casper. The participants families are responsible for the travel and families travel individually.

The funds allocated by the community promotion grant will decrease the facility cost and the sanitation cost of the event. The adjustments in the budget will keep the registration for the event at a reasonable fee.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

The assistance with the facility cost helps keep the event priced at a reasonable registration fee. The Wyoming State Cup will have an economic impact on the city of Casper during the weekend of games. The event will bring to the city approximately 4300 people from around the state of Wyoming. They will stay in the hotels 2 to 3 nights and will frequent the restaurants and the retail stores and other businesses of Casper.

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

The event is a joint effort between the state organization and the club. Wyoming Soccer Association and Casper Soccer Club. We will evaluate the event on May 23-25, 2020 and look at what changes need to be done. This year we are making some changes in the social portion of the event.

Dates

On what date(s) will this event be held? May 29, 30 & 31, 2021

Will Casper be the regular home for this event? Yes No, its home is: The Wyoming State Cup is a Wyoming Soccer Association event, hosted by one of its Club Members. The event is bid out every 2 years. Casper has hosted the event for the last 5 years. It is up for bid on March 7, 2020 for the next 2 years.

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 1350

How many people do you expect to attend this event as **Spectators**? 4100

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i> Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: <u> </u> / <u> </u> /20 <u> </u>	

In-Kind Staffing and Services	<i>The City can provide services to a group directly in order to facilitate an event.</i>				
	Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.				
	Please use the list included in this packet to properly describe what staffing/services you will need.				
	<i>Services that are typically requested:</i>				
	Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Trash Service	1- 6yrd & 8 90 gal cans	North Casper Soccer Complex	5/29 – 5/31	7am	7pm
2.					
3.					
4.					

Facilities	<i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i>				
	Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.				
	Please use the list included in this packet to properly describe what staffing/services you will need.				
	<i>Facilities that are typically requested:</i>				
	Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks				
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1. North Casper Soccer Complex	3 day tournament	5/29-5/31	7am	7pm	
2. Wells Park	Social event	5/29	9am	4pm	
3.					
4.					

Budget Summary		
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$ 58,000.00
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).		
1. TBD		\$ 2000.00
2.		\$
3.		\$
4.		\$
Donations (list from whom and whether the donation is committed or to be requested):		
1.		\$
2.		\$
3.		\$
4.		\$
Applicant Funds :		\$
Other Funds (please list source(s)):		
1. Concessions/Vendors		\$ 2000.00
2. T-shirts		\$ 2300.00
3.		\$
4.		\$
Total Funding:		\$64,300.00
Anticipated Expenses for this program or event (please be as specific as you can).		
1. Referee – assignor lodging etc		\$ 26,920.00
2. Promo items- awards, bags		\$ 9857.50
3. Medical coverage		\$ 2660.00
4. Facility cost – lease, utilities, sanitation		\$ 4999.00
5. Field prep cost		\$2595.00
6. Staff		\$ 3470.00
7. Sanctioning fees		\$17110.00
8.		\$
9.		\$
10.		\$
Total Expenses:		\$66611.50
Total Revenue minus Total Expenses: profit (loss):		\$2311.50

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Certification

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

Signature

Date

Title



Casper Soccer Club, PO Box 2101, Casper, WY 82602

www.caspersoccerclub.com wendyb@caspersoccerclub.com

Participation in sports has been proven to build self-esteem, promote teamwork, develop the mind as well as the body, and is an important part of a youth's growing process. Our Mission is to help players in their development of positive life skills and self-concepts through learning the basic principles of soccer, the fundamentals of teamwork and the responsibilities of sportsmanship. Honor the Game with Passion, Respect, Integrity, Dedication, Excellence.

The Wyoming State Cup and Championships is a three-day soccer tournament that will feature approximately 115 to 125 teams from around the state of Wyoming. The Wyoming State Cup is open to USYS teams from the age of U7 to U19, from around the state of Wyoming that have met requirements to participate. The Wyoming State Cup is the next step to the Western Region Regional Tournament. Approximately 4300 soccer players, parents, fans and referees will converge on Casper for the Wyoming State Cup for the Memorial Day weekend.

The North Casper Soccer Complex with 12 fields is a great facility to host such an event. The 150 -160 games are played at the one location with close proximity to lodging, eateries and shopping.

Teams are guaranteed 3 games during the weekend of soccer, with champion games in each division. First place and second place awards are presented to each age/gender division, with approximately 16 divisions. The nature of a tournament encourages the players to develop self-concepts through teamwork and sportsmanship as well as victory and defeat.

The Wyoming State Cup is the state champion event at the end of the season, to crown the winners in each age group. The winning teams are given the opportunity to compete in the regional event, Western Regionals, and the possibility of moving on to USYS Nationals. 75 to 100 referees will also come from around the state to officiate the approximately 150 games. The competitive soccer teams of Wyoming are part of the US Youth Soccer Association and Wyoming Soccer Association. The Teams are made up of the players from ages 7 to 19.

It is a Fun filled action packed weekend of soccer.



Wyoming State Cup 2019
May 26, 27 & 28, 2019 - North Casper Soccer Complex

Projected Budget		Actual	
Income	Income	Expenses	
Income team registration fees (125 teams average \$448)	56,000.00		64436.65
Concessions	1,200.00		1020
T-shirt Vendors & Others	2,300.00		7063
Advertizing for program	\$800		
Total Estimated Income	60,300.00		
Expenses			72519.65
Credit card processing fees 5%		\$2,800.00	\$ 2,232.36
Referee Assigning Fee 580 assigments x \$3.50		\$2,030.00	\$ 2,054.50
Assistant Referee Assigning Fee		\$435.00	
Referee payments		\$15,318.00	\$ 15,770.00
Lodging (referee & ref staff)		\$4,000.00	\$ 1,636.09
Meals & Snacks & Beverages		\$2,040.00	\$ 1,030.00
Fees to WSA Sanctioning & App to host fees		\$13,550.00	\$ 13,650.00
Field Prep-labor/paint/set up/fuel/		\$2,595.00	\$ 2,673.00
Awards/medals/trophies - 312 x2 x\$4.75/award		\$2,964.00	\$ 2,413.80
rec team awards 30 teams x 8plyrs per teams \$4.25		\$1,020.00	\$ 914.10
Player Bags/promo items \$3.50 x 1250 + S&H- \$4375.00		\$4,400.00	\$ 3,594.32
Programs/ Poster Schedules/Misc-game cards/misc supplies		\$800.00	\$ 339.86
Rental Equipment			\$ 198.50
Tent/Chairs/Table/PA System -		\$1,119.00	\$ 914.25
Concession employees		\$871.00	\$ 856.00
City Lease \$500/day x 3 days \$1500		\$1,500.00	\$ 750.00
Sanitation - R & R Services		\$1,000.00	\$ 1,350.00
Utilities/building/office use cost		\$230.00	\$ 112.32
Trash Service		\$300.00	\$ 174.50
Medical -		\$2,520.00	\$ 1,715.00
Director/Field Marshal/Supervisor		\$2,300.00	\$ 2,000.00
Rent of Golf Cart		\$500.00	
TOTAL ESTIMATED EXPENSES		\$62,292.00	\$ 54,378.60

comp rooms
donations

Facilities Promo Grant

Services Promo Grant

Received
2/28 9:10AM
CW



Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on February 28, 2020.

Name of Sponsoring Organization: CENTRAL WYOMING CORVETTES	Name of Program or Event: CENTRAL WYOMING CORVETTE ROUNDUP
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Contact Information - Please Print
 Contact Person: GREG BIGGS Phone Number: 307.277.0598 Date: 2/26/2020
 Address: 3640 VALLEY ROAD, CASPER, WY 82604
 Email: gregb@wlyyo.com
 Is this organization a Non-Profit Organization? Yes or No
 If so, what is your tax exempt EIN number? 06-1693520

Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.) **WE EXPECT UP TO 100 CORVETTES WITH 150 PEOPLE. ANTICIPATE PEOPLE FROM: WASHINGTON, MONTANA, COLORADO, UTAH & WYOMING. SPONSOR HOTEL IS THE RAMKOTA. CASPER FACILITIES; EVENTS CENTER, FORT CASPER, DR HAULING, FOODTRUCKS, & SHAWMERS THIS 3NIGHT, 2DAY EVENT WILL INCREASE THE LOCAL VELOCITY OF MONEY.**

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?
THE FACILITY IN KIND REFUND IMPROVES THE QUALITY OF LIFE FOR CASPER RESIDENTS IN THE FOLLOWING WAYS:
 1. OUTLET FOR POSITIVE ENTHUSIASTS (AUTOCROSS ON CLOSED [SAFE] COURSE)
 2. CAR SHOW AT FORT CASPER WILL BRING ADDITIONAL ATTENTION TO THE MUSEUM.
 3. SHOPPING, GAS, "PURCHASES" HELP EMPLOYMENT
 4. THIS MANY CORVETTES IN TOWN FOR A LONG WEEKEND WILL MAKE EVEN A SULLEN SMILE TEENAGER SMILE (AT LEAST FOR A WHILE), IMPROVING THE QUALITY OF LIFE OF EVERYONE AROUND THEM!

Event Changes

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

THIS EVENT HAS NOT BEEN ACTIVE FOR THE LAST FIVE YEARS

Dates

On what date(s) will this event be held? SEPT. 4, 5, 6, 2020

Will Casper be the regular home for this event? Yes? No, its home is: WE HOPE SO

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 100 - 150

How many people do you expect to attend this event as **Spectators**? 60

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

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Support Requested

Cash	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __ / __ / 20__	SEE "FACILITIES" NOTE

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In-Kind Staffing and Services	<i>The City can provide services to a group directly in order to facilitate an event.</i>				
	Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.				
	Please use the list included in this packet to properly describe what staffing/services you will need.				
	<i>Services that are typically requested:</i>				
	Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

Facilities	<i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i>				
	Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.				
	Please use the list included in this packet to properly describe what staffing/services you will need.				
	<i>Facilities that are typically requested:</i>				
	Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks				
Please list the facility you require:	Purpose		Date	Start Time	End Time
1. FORT CASPER	CAR SHOW		9/5/20	7:30am	1:00 pm
2. EVENTS CENTER	AUTOCROSS		9/6/20	7:30am	4:00 pm
3.					
4.					

NOTE: CENTRAL WYOMING CORVETTES HAS ALREADY PAID THE FUNDS TO BOTH THE EVENTS CENTER & FORT CASPER AT \$500.00 EACH. TOTAL \$1,000.00

WE ARE REQUESTING REIMBURSEMENT FOR 50% OF THESE COSTS OR \$500.00

THANK YOU.

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NOTE: BUDGET BASED ON
100 PEOPLE

Budget Summary		
Anticipated Funding Sources for this program or event. Do not list any anticipated funding from the City of Casper.		
Entry Fees		\$ 12,000
Sponsorships (indicate from whom and whether the sponsorship is <u>committed</u> funds or to be requested):		
1. WHITE'S CHEVY (FRIDAY MEET & GREET)	C	\$ 1,000
2. INTEGRITY AUTO	C	\$ 250
3. RAY'S GARAGE	C	\$ 250
4. PHC CONSULTING	C	\$ 500
Donations (list from whom and whether the donation is <u>committed</u> or to be requested):		
1: VARIOUS (TBR) Door PRIZES, ETC.		\$ ± 300
2.		\$
3.		\$
4.		\$
Applicant Funds :		
Other Funds (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
Total Funding:		\$

Anticipated Expenses for this program or event (please be as specific as you can).		
1. HOTEL (SET UP FEES, MEALS)		\$ 5800
2. VENUES (FORT CASPER, EVENTS CENTER)		\$ 1,000
3. SHAWNER'S DINNER		\$ 2,000
4. DK HAULING (PORTA-POTTY)		\$ 400
5. FOOD (LUNCHESES, ICE, WATER, ETC.)		\$ 800
6. PRIZES (GAS CARDS, ETC.)		\$ 300
7. AWARDS		\$ 200
8. MARKETING (FLYERS, ETC.)		\$ 500
9.		\$
10.		\$
Total Expenses:		\$ 11,000

Total Revenue minus Total Expenses: profit (loss):		\$ 1,000
--	--	----------

NOTE: CENTRAL WYOMING CORVETTES IS A
~~SOME~~ NONPROFIT WHO USES DONATIONS
TO GIVE BACK TO THE COMMUNITY WHILE
HAVING FUN WITH CARS AND COMRADERY.

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

NOT AVAILABLE

Certification

I certify under penalty of perjury, that this application and the items included therein, are correct and just in every respect, **TO THE BEST OF MY KNOWLEDGE & BELIEF.**

Gregory Z Bugg
Signature

2/26/2020
Date

CENTRAL WYOMING CORVETTES
Title
PAST PRESIDENT

CENTRAL WYOMING



CORVETTES

Central Wyoming Corvettes (CWC) is a non-profit car enthusiasts club which will be hosting a multiday event this September over the Labor Day weekend (Sept 4-6, 2021). This event will have several activities such as a car show, rally, funkana, autocross, cruise, etc. (see attached flyer).

CWC is respectfully asking for funding through the Community Promotions Program to cover half of the cost for the Events Center and the Fort Casper Venues during this event. CWC has already provided the funds to secure the venues, has a contract with the Events Center, and will soon be ordering the Insurance accords (naming the City & Venues as additional insureds).

This event has already received five (5) out of state commitments on the first day it was uploaded to our website: <https://centralwyomingcorvettes.net> We expect people from the States of Washington, Montana, Colorado, Utah and Wyoming already, and expect between 100 and 150 participants.

Several organizations in Casper are helping: The Ramkota for lodging, some meals and meeting rooms, The Casper Shrine Club for a meal, Dk Hauling for porta potties, Integrity Auto, Ray's Garage, White's Chevy and others.

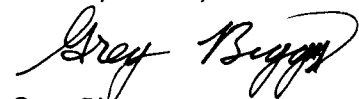
CWC expects our costs to run about \$12,000 and expects about \$1,000 in profit. Central Wyoming Corvettes is a non-profit that gives back to the community while having fun with our cars. For example, in 2017 we gave out almost \$6,000.00 to local Casper charities. The more profit, the more we able to give back....but, really we are a food club that just enjoys our cars, and sharing them with others in the community. We participate in a Cruise and Dine every Tuesday night during the Summer. Long story short: with the velocity of money (re-spending in our community) this event will create a small boost to the economy and put a smile on people's faces.

CWC is an NCCC (National Council of Corvette Clubs) Club, meaning we have over 51% of our members who are not only club members but also part of the national organization (NCCC).

The purpose of NCCC was (and still is) to promote interest in Corvette ownership and operation, to publish information on the use and operation of the Corvette and to establish an organized effort to encourage others to participate in the enjoyment connected with the use and ownership of the Corvette ~ America's Sports Car!

This is exactly what this Labor – Day Weekend is about: Enjoying Casper, fun cars, food, comradery, bettering driving skills, etc. utilizing uniform regulations from the NCCC, and sharing these wonderful cars with the community.

Thank you for your consideration.



Greg Biggs
CWC Past-President

P.O. Box 50051 - Casper, Wy 82605 - www.centralwyomingcorvettes.net

SCHEDULE OF EVENTS

FRIDAY, SEPTEMBER 4, 2020

Registration	Ramkota Hotel	3-8pm
Meet & Greet	Ramkota Hotel	5-8pm

SATURDAY, SEPTEMBER 5, 2020

Show 'n Shine	Ft. Caspar	9am-1pm
Parking & Cleaning		7:30-9am
Rags Down		9am
AutoCross Teching will also be done at the Car Show		
Funkhana		take place during car show
Rally	will leave from Ft. Caspar	1pm
Happy Hour	Shriner's	5-6pm
Spaghetti Western Dinner		6-8pm
It'll be a "High Fallutin', Rootin' Tootin'" FUN TIME!		
Wear your best "Western" Gear - think Clint Eastwood 1960s & 70's Westerns!		

SUNDAY, SEPTEMBER 6, 2020

AutoCross Race	Casper Events Center	9am - TBD
Final Registration & Tech		7:30-9am
Races Start		9am
	Lunch Included	
Sunday Cruise	Leave from Ramkota	9am - TBD
Meet in Parking Lot		8:30am
	Lunch Included	
Awards Banquet & Silent Auction	Ramkota Hotel	5-8pm

CENTRAL WYOMING CORVETTES
P. O. BOX 4614
CASPER, WY 82604

1895
99-109/1023 B10

2-24-20

DATE

PAY TO THE ORDER OF Fort Casper Museum

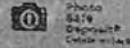
\$ 500 ⁰⁰/₁₀₀

five hundred dollars + ⁰⁰/₁₀₀

DOLLARS



Wells Fargo Bank, N.A.
Wyoming
wellsfargo.com



FOR

Jan R. Cellmer

MP

⑆ 102301092⑆

⑆ 01895

Member Since

CENTRAL WYOMING CORVETTES
P. O. BOX 4614
CASPER, WY 82604

1882
99-109/1023 B10

10-23-19

DATE

PAY TO THE ORDER OF

CEC

\$ 1500 ⁰⁰/₁₀₀

one thousand five hundred dollars + ⁰⁰/₁₀₀

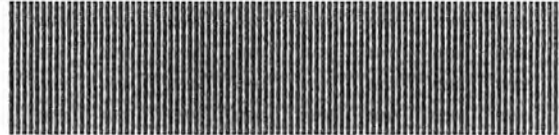
DOLLARS



Wells Fargo Bank, N.A.
Wyoming
wellsfargo.com



FOR 3 Autoclaves 2020



NOTE: DATES 5/17/2020: 500'
6/7/2020: 500'
9/6/2020: 500' ← * ONLY ASKING FOR 50% OF 9/6 FEES

Flip

Zoom



2/28
CW 11:20
Received

Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between ~~July 1, 2020 and June 30, 2021~~ Applications are due in City Hall by 12:00 p.m. on **February 28, 2020**.

Name of Sponsoring Organization:
Community Recreation Foundation

Name of Program or Event:
2020 Holiday Craft Fair

Contact Information - Please Print

Contact Person: Ken Thoren, President Phone Number: 307-265-0611 Date: Feb 25, 2020

Address: 3813 S Poplar, Casper, WY 82601

Email: kthorend@admiralbaverage.com

Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax-exempt EIN number? 83-0170594

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

Over the past 28 years, the Community Recreation Foundation (CRF) has hosted an annual craft fair near the Thanksgiving holiday to provide a venue for crafters and home-based businesses to showcase and sell their works. Because of the consistent quality of the event and the uniqueness of the many hand-crafted items, the event is an attraction for everyone throughout the region who is looking for that 'one of a kind' gift or home décor enhancement. The Craft Fair brings both vendors and shoppers to the Casper area, creating an economic impact beyond that of the event itself. In addition, any profits from the event are directly reinvested in the community through the CRF's provision of scholarship funding for recreational classes and passes for youth and seniors. Without receiving Community Promotions funding as the event had in prior years, the Community Recreation Foundation has had to start charging admission fees for the event, which could be cost prohibitive for some people to attend. In 2011, the Community Recreation Foundation Craft Fair moved to the Casper Events Center where every space for vendors on all floors was filled and several vendors are waitlisted each year. The event draws in over 5,000 shoppers each year and comments are extremely positive from vendors and spectators alike. In short, funds allocated by Council will be used to offset expenses associated with hosting the event at the Casper Events Center.

How will the facility or in-kind services requested be used to bring people to the community so as to enhance economic development or to improve the quality of life for Casper residents? (Only one qualifier must be met.)

Not only do Casper residents and visitors to Casper have the opportunity to buy one-of-a-kind gifts and home décor items, the vendors have an outlet for their creativity and a place to sell their wares. The money they earn stays in Casper and vendors also pay sales tax on the items they sell. The money raised from booth registrations goes directly to the Community Recreation Foundation's scholarship program to improve the lives of local children and senior citizens who might not be able to participate in recreational classes or programs without financial help. It also helps fund several family oriented special events such as the Fall Carnival, Pet Fest, Kid's Fishing Day and others that build families and communities. As in past years, the Events Center gives us a discount on booth fees as the Foundation board members and Rec Center staff help with set up and tear down.

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

Last year, in addition to all the vendors, we also had a few organizations, such as Fort Caspar, add to the Craft Fair by having some interactive booths where children could make something. There were several positive comments, so we hope to expand with a few more interactive booths.

Dates

On what date(s) will this event be held? November 13 & 14, 2020 (Set-up on November 12)

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 200 vendors

How many people do you expect to attend this event as **Spectators**? 5000-6000

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i> Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$0	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: <u> </u> / <u> </u> / 20 <u> </u>	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
	Please list the services you require:	Description/Purpose	Location	Date	Start Time
1. Multiple	Event Staff described under "Anticipated Expenses on following page	Events Center	Nov 12-14	Varies	Varies
2.					
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
	Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Casper Events Center Arena floor, Three Trails area on 2 nd floor, Concourse	2020 CRF Craft Fair Set-up	Nov 12, 2020	TBD	No later than 5:00 pm	
2. Casper Events Center Arena floor, Three Trails area on 2 nd floor, Concourse	2020 CRF Craft Fair load-in and opening day of event	Nov 13, 2020	8:00 am	8:30 pm	
3. Casper Events Center Arena floor, Three Trails area on 2 nd floor, Concourse	2020 CRF Craft Fair final day of event and tear down	Nov 14, 2020	8:00 am	6:00 pm	
4.					

Budget Summary		
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees - Vendors		\$22,000.00
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).		
1. Pepsi – signage for advertising (to be requested)		\$ 200.00
2. Vendors – door prize and raffle donations during the fair (to be requested)		\$ 600.00
3.		\$
4.		\$
Donations (list from whom and whether the donation is committed or to be requested):		
1. Donation Boxes at entrance doors (to be requested)		\$ 1,000.00
2.		\$
3.		\$
4.		\$
Applicant Funds :		\$
Other Funds (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
Total Funding:		\$23,800.00
Anticipated Expenses for this program or event (please be as specific as you can).		
1. CEC Rent (2 days @ \$2750)		\$ 5,500.00
2. Building Expenses – House Nut Flat Rate		\$ 4,500.00
3. Equipment Rental		\$ 3,500.00
4. Event Staff		\$ 2,500.00
5. Advertising (TV, bill board & newspaper)		\$ 3,000.00
6. Recreation Coordinator \$11.44/hr x 100 hrs		\$ 1,144.00
7. Supplies (poster board for new signs, office supplies)		\$ 200.00
8. Printing (vendor information, signs, raffle info)		\$ 200.00
9.		\$
10.		\$
Total Expenses:		\$20,544.00
Total Revenue minus Total Expenses: profit (loss):		\$ 3,256.00

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Certification

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



Signature

2-27-20

Date



Title

The Community Recreation Foundation Craft Fair brings both vendors and shoppers to the Casper area, creating an economic impact beyond that of the event itself. In addition, any profits from the event are directly reinvested in the community through the CRF's provision of scholarship funding for recreational classes and passes for youth and seniors. Without receiving Community Promotions funding as the event had in prior years, the Community Recreation Foundation has had to start charging admission fees for the event, which could be cost prohibitive for some residents to attend the event.

2020 COMMUNITY RECREATION FOUNDATION CRAFT FAIR

Over the past 28 years, the Community Recreation Foundation has nearly quadrupled in not only the number of vendors, but also the number of people who attend the event. Vendors and participants come from throughout Wyoming and surrounding states to display, sell or purchase hand-crafted items. In addition to providing a service to the community and an outlet for the vendors to make and sell their wares, the money brought in from booths and raffle go toward the scholarship program that allows youth and senior citizens reduced price recreation classes and annual passes for those who meet income guidelines. The Foundation also provides free recreation programs and special events to the public, such as the Fall Carnival, Pet Fest, Kid's Fishing Day, Beach Day, Snow Day in May and Family Pool Parties throughout the year.

Started over 20 years ago at the Casper Recreation Center in the gym with around 50 vendors, the Craft Fair has gained in popularity and grown every year. It spread into other rooms of the Recreation Center and then to the Senior Center next door using all available space and topping out at 91 vendors with another dozen on the waitlist. When Meals on Wheels and Highland Park Church stopped having their annual craft fairs, many vendors moved to ours. In 2011, the Fair outgrew the Recreation Center and was moved to the Casper Events Center. With over 200 booths available, the Community Recreation Foundation's Annual Craft Fair has become the largest Craft Fair in Wyoming. Vendors return year after year and rate it as one of the best.

Holiday Craft Fair 2019

Expenses	2018	2019
City of Casper, Events Center (with Box Office, 2019)	\$ 16,000.00	\$16912.95
Advertising – KTWO (\$800), Social Media (\$0)	\$ 898.00	\$ 800.00
Pepsi - signs donated	\$ 0.00	\$ 0.00
Supplies – coffee, poster board, etc.	\$ 0.00	\$ 65.71
Printing	\$ 150.00	\$ 170.00
Recreation Coordinator 61.4 hrs. @ \$11.44 w/FICA	\$ 710.97	\$ 771.19
TOTAL:	\$ 17,758.97	\$18,719.85
Revenue		
Vendors	\$ 20,445.00	\$22,540.00
Admission (donations 2018, charged \$3 for adults in 2019)	\$ 1,564.51	\$11,010.00
Raffle & Misc. donations	\$ 634.00	\$ 747.00
TOTAL:	\$ 22,643.51	\$34,297.00
2019 NET PROFIT	\$15,577.15 (\$3 admission charge)	
2018 NET PROFIT	\$ 4,884.54 (no Community Promotions Grant)	

	<u>2018 -- 211 Booths</u>	<u>2019 – 212 Booths</u>
Commercial Vendors	24 Vendors	26 Vendors
Homemade Vendors	139 Vendors	143 Vendors
Spectators	5,599	3670 paid +/- 1000 12 & under

City of Casper
Daily Revenue Report/Transmittal
Casper Recreation Center

DEPOSIT BAG # MR17293436

GEMS RECEIPT # 240628

DATE: 07.13.17

Staff Signature: SMcGrath

FACILITY CIA

EXPECTED DEPOSIT DAYS Daily/Except Listed Holidays
(Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, and Easter Sunday)

OPEN

REVENUE SOURCE	ACCOUNT	Revenue Bank 3				REVENUE SOURCE	ACCOUNT	Revenue Bank 3				
		Cash	Checks	Credit Card	Total			Cash	Checks	Credit Card	Total	
Recreational Classes	56-501000-4418	-				CIA Daily Admission	47-531050-4400	24.00			9.80	33.80
League User Fees	56-501000-4430	-				CIA Season Pass	47-531050-4417	-				
CRC Equipment Fees	56-501000-4429	-				CIA Skate Rental	47-531050-4425	-			2.20	2.20
CRC Recreation Pass	56-501000-4413	-				CIA Skate Sharpening	47-531050-4437	-			6.50	6.50
CRC Lockers	56-501000-4419	-				CIA Pro Shop	47-531050-4432	-				
CRC Courts	56-501000-4414	-				CIA Lockers	47-531050-4419	-				
CRC Towel Rental	56-501000-4421	-				CIA Skating Classes	47-531511-4418	100.00			180.00	280.00
CRC Room Rental	56-501000-4420	-				CIA User Group Rental	47-531050-4409	-				
CRC Concessions	56-501000-4434	-				CIA Equipment Fees	47-531050-4429	-				
CRC Pro Shop	56-501000-4432	-				CIA School & Group	47-531050-4412	-				
CRC Daily Admission	56-501000-4439	-				CIA Party Rental	47-531050-4424	-				
Com. Rec. Foundation	56-501000-4433	-				CIA Special Events	47-531050-4408	-				
Ballfield User Fees	56-501000-4436	-				CIA Advertising	47-531050-4457	-				
Park User Fees	56-501000-4409	-				CIA Concessions	47-531512-4431	16.25	223.75		8.00	248.00
Tennis Court Fees	56-501000-4444	-				Ice Arena Over/Short	47-531050-5833	-				
Recreation Over/Short	56-501502-5833	-										
Total		-	-	-	-	Total		140.25	223.75	206.50	570.50	

Hogadon Season Pass	48-541050-4416	-				CFAC Daily Admissions	45-511513-4400	-				
Hogadon Lift Ticket	48-541050-4401	-				CFAC Annual Pass	45-511513-4415	-				
Hogadon Rental	48-541050-4427	-				CFAC Classes	45-511514-4411	-				
Total		-	-	-	-	CFAC Special Events	45-511513-4408	-				
Golf Course Season Pass	46-521001-4416	-				CFAC Lockers	45-511513-4419	-				
Golf Course Green Fees	46-521050-4417	-				CFAC Concessions	45-511513-4431	-				
Total		-	-	-	-	CFAC Pro Shop	45-511513-4432	-				
Subtotals		\$ -	\$ -	\$ -	\$ -	CFAC Pool Rental	45-511513-4423	-				
						CFAC Party Rental	45-511513-4427	-				
						CFAC Lease Fees	45-511513-4443	-				
						Pool Daily Admissions	45-511050-4400	-				
						Pool Season Pass	45-511050-4415	-				
						Pool Classes	45-511511-4411	-				
						Pool Rental	45-511050-4423	-				
						Total		-	-	-	-	-

DEPOSIT SUMMARY:

	AMOUNT
Currency	\$ 140.00
Coin	0.25
Checks	223.75
Bank Deposit Subtotal	\$ 364.00

Credit Cards	206.50
Credit Card Fees	(17.15)
Net Credit Card Deposit	Total \$ 189.35
Internet sales	-
Internet fees	-
Net Internet deposit	\$ -
TOTAL DEPOSIT	\$ 553.35
TOTAL REVENUE	\$ 553.35
DIFFERENCE	\$ -
	(Must be -0-)

Non-City Related Financial Information DEPOSITED FOR OTHER ENTITIES:

	AMOUNT:
Com. Rec. Foundation	
Casper Rec. Leagues Ass.	
WY. Senior Olympics	
Club Special Events	
Z TAPE TOTAL DEPOSIT	\$ 553.35

Revised 10-21-14

(Items in Parenthesis must be entered as a negative amount in CR)

Refundable Deposits		56-000000-2030		
Customer Name	Event Date	Cash	Checks	Credit Card
(Aquatics Credit Card Fees)	45-511513-5391			
(Ice Arena - Credit Card Fees)	47-531050-5391			(17.15)
(Rec Ctr - Credit Card Fees)	56-501001-5391			
(Outdoor Pools - Credit Card Fees)	45-511050-5391			
(Golf - Credit Card Fees)	46-521050-5397			
(Hogadon - Credit Card Fees)	48-541001-5397			
Credit Card Fees Total				(17.15)
FEES WITHHELD FROM ON-LINE PAYMENT				
(Aquatics - On Line Fees)	45-511513-5391			
(Ice Arena - On Line Fees)	47-531050-5391			
(Rec Ctr - On Line Fees)	56-501001-5391			
Total		\$ -	\$ -	\$ -



Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on February 28, 2020.

Downtown Casper Business Association and the Proud To Host The Best Committee

Downtown Casper Christmas Parade

Contact Information - Please Print

Contact Person: Renee Penton-Jones Phone Number: 266-6000 Date: 2/23/20

Address: 800 North Poplar

Email: rpentonjones@ramkotacasper.com

Is this organization a Non-Profit Organization? Yes or No

If so, what is your tax exempt EIN number? 82-5129765

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

See attached

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

The parade is a holiday tradition that is intended to bring Casper's citizens and those from surrounding communities together to kick off the holiday season. It signifies the first official shopping day for local business and serves to celebrate the holiday spirit.

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

No

Dates

On what date(s) will this event be held? November 28, 2020

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 250

How many people do you expect to attend this event as **Spectators**? 2 – 3,000

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i> Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$	To be used for (please be specific, i.e. “we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County” as opposed to “public relations”):
Date Cash Needed: __ / __ /20__	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
	Please list the services you require:	Description/Purpose	Location	Date	Start Time
1. Police	Work with CPD on coordination of security route coverage, weather conditions, etc.	Parade Route	11/28	4p	9p
2. Street Blocking	Coordinate equipment or blocking streets along route including any vehicle removal	Parade Route	11/28	4p	9p
3. Trash	Trash receptacles along route for parade goer trash collection	Parade Route	11/28	4p	9p
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
	Please list the facility you require:	Purpose	Date	Start Time	End Time
1.					
2.					
3.					
4.					

Budget Summary	
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$4,000
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	
1.Requested: Pepsi of Casper	\$1,000
2.Requested: Skogen and Associates	\$ 250
3.Requested: American Bank	\$ 250
4.	\$
Donations (list from whom and whether the donation is committed or to be requested):	
1. Not known at this time	\$ 400
2.	\$ 100
3.	\$
4.	\$
Applicant Funds :	\$
Other Funds (please list source(s)):	
1. DDA contribution to Proud To Host The Best for parade production	\$1,000
2.	\$
3.	\$
4.	\$
Total Funding:	\$
Anticipated Expenses for this program or event (please be a specific as you can).	
1.Proud To Host The Best required donation for parade production	\$1,000
2.Cookies for 2,500 – 3,000 (cost + labor)	\$
3.Hot Chocolate for 2,500 – 3,000 (cost + labor)	\$ 250
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Total Expenses:	\$
Total Revenue minus Total Expenses: profit (loss):	\$

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Certification

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

Signature

Date

Title

The Downtown Christmas Parade

Every year, members of the Downtown Casper Business Association work with volunteers from Casper's Proud To Host The Best committee and Visit Casper to produce the Downtown Christmas Parade. The parade is traditionally held the first Saturday (Small Business Saturday) after Thanksgiving and coincides with the official tree lighting ceremony at David Street Station.

For the past few years, the route has changed and begins in the Old Yellowstone District, ending at the Nicolaysen Art Museum. There are complimentary hot chocolate and cookies along the route and Santa rides the last float to the Nicolaysen where children's games, refreshments and music greet parade goers. Parade winners are announced there, as well.

The parade committee coordinates all efforts with the Casper Police Department and other members of City and Natrona County staff. This is a well planned and labor-intensive event with little to no funding available to cover costs incurred.

We are extremely grateful to be able to kick-off the holidays with this parade and look forward to continuing to partner with you in the years to come.

Thank you.



Received 08 2/28

10:30 AM CW

Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted] Applications are due in City Hall by 12:00 p.m. on February 28, 2020.

Name of Sponsoring Organization:
Fort Caspar Museum Association

Name of Program or Event:
Casper Collins Day

Contact Information - Please Print

Contact Person: Johanna Wickman Phone Number: 307-258-9035 Date: 2-28-2020

Address: 4001 Fort Caspar Road; Casper, WY 82604

Email: fcmaboard@gmail.com

Is this organization a Non-Profit Organization? Yes or No

If so, what is your tax exempt EIN number? 74-2488376

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

These grant funds will be used to create and distribute marketing materials for Caspar Collins Day. This includes both digital and print mediums (Facebook promotions, rack cards, flyers, posters). This will allow us to reach Wyomingites outside of the Casper area, and bring in additional visitors to our event. Out of town visitors will create tax revenue for the city through lodging, meals, retail, and any other purchases necessitated by travel. Our last Caspar Collins Day event that was promoted statewide (the 150th event in 2015) drew in an additional two thousand visitors over the usual attendance seen through just local promotion. Although this year's anniversary is not a two-day event as in 2015, we hope to see similar success in drawing out of town guests.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?
n/a, cash request only

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

Although Caspar Collins Day is celebrated each July, we try to vary our guests and programming during the event. We have already booked renowned fiddle player Wayne Cantwell. He has performed throughout the region highlighting traditional American western music, and we are happy to have him perform during Caspar Collins Day this year. In addition, we are working on a new program featuring a local cowboy action shooter group, the Bessemer Vigilance Committee, as well as new guest speakers. Each year we feature a guest lecturer on either a local history or western history topic. We are currently finalizing scheduling details for this year’s speaker, which will be a new program.

Dates

On what date(s) will this event be held? _____ July 25, 2020 _____

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? ___ 50 ___

How many people do you expect to attend this event as **Spectators**? ___ 1,500 but hoping to increase to 2,500 with marketing ___

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i> Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$500	To be used for (please be specific, i.e. “we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County” as opposed to “public relations”):
Date Cash Needed: _ 5 _ / _ 1 _ /2020 _	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. n/a					
2.					
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1. n/a					
2.					
3.					
4.					

Budget Summary	
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$0 (event is free)
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	
1.	✓
2.	✓
3.	✓
4.	✓
Donations (list from whom and whether the donation is committed or to be requested):	
1.	✓
2.	✓
3.	✓
4.	✓
Applicant Funds :	✓
Other Funds (please list source(s)):	
1. Vendor booths	\$0.00
2. Merchandise sold	\$360.00
3.	✓
4.	✓
Total Funding:	\$360

Anticipated Expenses for this program or event (please be as specific as you can).	
1. Marketing (cost without grant assistance)	\$700
2. Ammunition costs for Bessemer Vigilance Committee	\$200
3. Wayne Cantwell, fiddler	\$500
4. Food for volunteers	\$200
5. Guest Speaker	\$100
6.	✓
7.	✓
8.	✓
9.	✓
10.	✓

10.		
	Total Expenses:	\$ 1,600

	Total Revenue <i>minus</i> Total Expenses: profit (loss):	\$ 1,240
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Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Last year, the Fort Caspar Museum Association spent \$608 feeding volunteers and \$3,340.50 on speakers for the event.

Certification

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

Jolana Weckman
Signature

2/28/2020
Date

Board Member - Marketing Committee
Title

Community Promotions Funding Request

Fort Caspar Museum Association—Casper Collins Day: July 25, 2020

Each July, Caspar Collins Day commemorates the 1865 Battle of Platte Bridge and the death of our city's namesake, Caspar Collins. This free event highlights the Civil War era history of Fort Caspar through re-enactors and living history programs that are both educational and entertaining for the public.

Recently, we have expanded the event to include living history of Wyoming's pioneer era. This includes hands on demonstrations of ranching activities, flint knapping, 19th century children's games, cowboy shootouts, and even a baseball game! We work hard to create an event that is not only fun and educational for adults and children alike, but also fully immersive, allowing guests to participate—whether they are playing baseball against our Army re-enactors, riding a longhorn cow, playing pioneer children's games, or pulling their family around the park in a Mormon handcart. Our goal as the Fort Caspar Museum Association is not only to support the city's Fort Caspar Museum, but also to preserve and present Casper's history held at the museum.

Those that participate in Casper Collins Day thoroughly enjoy the event. It creates a tremendous outreach opportunity for the individuals and organizations (the Mormon Handcart Historic Sites, National Historic Trails Interpretive Center, 11th Ohio Volunteer Cavalry, and more) that choose to share their history and skills with the public. For those that enjoy re-enacting and the history of the west, participating in Caspar Collins Day gives them a unique opportunity to step back in time and share their love of history at a truly exceptional historic site.

Casper is fortunate to have robust recreation and entertainment opportunities; whether that's shopping downtown, attending a play at Stage III, or fishing in the Platte. Caspar Collins Day is unique among all of those opportunities as the largest historic re-enactment in the city. It includes more participants than any similar event in the city, and is the only event to feature Casper's history from the Oregon Trail through early 20th century ranching and farming.

Casper Collins Day is more than just Caspar Collins. It's the experience of traveling through history for young and old alike. Visitors learn about Casper's varied history and have fun doing it. We look forward to continuing to sponsor this event for the city of Casper and watching it grow each year.

received
2/26/20
11:20am CW

Community Promotions Application - FY 2020

(A)

Please use this application to request support for events and programs that will take place between December 1, 2018 and June 30, 2019. Applications are due in City Hall by 12:00 p.m. on 1

IN KIND

Name of Sponsoring Organization:
National County Fair

Name of Program or Event:
Central WY Fair + Rodeo



Contact Information - Please Print

Contact Person: Angela Berry Phone Number: 307.235.5175 Date: 2-26-2020
 Address: 1700 Fairgrounds Rd. Casper, 82604
 Email: aberry@centralwypromofair.com
 Is this organization a Non-Profit Organization? Yes or No
 If so, what is your tax exempt EIN number? 83-6000037

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The CWFR brings over 700 contestants + their families throughout the nine days. We have season ticket holders from over 20 states that plan their vacations in Casper each year. We do a license plate survey that indicates representation from almost all 50 states + each Wyoming County.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

The in kind services requested provided by the City of Casper for both security through The Casper Events Center + EMT/Ambulance services through the Wyoming Medical Center will help us provide a safe environment to our patrons + contestants.

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

This is an annual event that has been held in Casper for the past 70 years. We strive to uphold traditions, all while providing new + exciting entertainment, yearly.

Dates

On what date(s) will this event be held? July 3-11, 2020

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 1000+

How many people do you expect to attend this event as **Spectators**? 145,000+

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i>
	Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: <u> </u> / <u> </u> /20 <u> </u>	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p> <p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
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Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.	Security - Casper Events Center			} See attached schedules	
2.	see attached				
3.	schedule				
4.	EMT/Ambulance Wyoming Medical Center				

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p> <p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
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Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

**CENTRAL WYOMING FAIR & RODEO
2020 FAIR & RODEO STAFFING SECURITY**



LOCATION	# OF POSITIONS	DAY & TIMES	HOURS PER POSITION
INDUSTRIAL BLDG.	1	JULY 5-12 SUNDAY – SUNDAY (12 PM -12 AM SUNDAY; 12 AM – 12 AM MON – SAT)	180
INDUSTRIAL BLDG.	1 (USE SUPERVISOR OR RELIEF)	JULY 7-11 TUESDAY - SATURDAY 11 P.M. - 12 MIDNIGHT	5
GATES:			
SOUTH (MAIN GATE)	1	JULY 7-11 TUESDAY - SATURDAY 2:45 P.M. - 10 P.M. (WHEN THEY STOP SELLING TICKETS)	36.25
WYOMING BLVD. GATE	1	JULY 7-11 TUESDAY - SATURDAY 10 A.M. - 11 P.M.	65
WYOMING BLVD. GATE	1	JULY 7-11 TUESDAY - SATURDAY 2:45 P.M. - 10:30 P.M.	38.75
WYOMING BLVD. GATE	1	JULY 7-11 5 P.M. - 7 P.M. (USE RELIEF WHEN REAL BUSY)	10
NORTH GATE	2	JULY 7-11 TUESDAY - SATURDAY 6 A.M. - 12 MIDNIGHT	171
4-H GATE	1	JULY 3 FRIDAY 2:45 P.M. - 12 MIDNIGHT	9.25
4-H GATE	1	JULY 4-6 SATURDAY - MONDAY 7 A.M. - 9:30 P.M.	43.5
4-H GATE	1	JULY 7-11 TUESDAY - FRIDAY 8 A.M. - 9:30 P.M.	54
4-H GATE	1	JULY 11 SATURDAY 6 A.M. - 9:30 P.M.	15.5
MUSEUM GATE	1	JULY 7-11 TUESDAY - SATURDAY 8 A.M. - 12 MIDNIGHT (STOPS TRAFFIC)	80
MUSEUM GATE	1	JULY 3 FRIDAY 2:45 P.M. - 12 MIDNIGHT	9.25

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MUSEUM GATE	1	JULY 4 SATURDAY 7 A.M. - 12 MIDNIGHT	17
MUSEUM GATE	1	JULY 5 SUNDAY 8 A.M. - 12 MIDNIGHT	16
MUSEUM GATE	1	JULY 6 MONDAY 12 NOON - 12 MIDNIGHT	12
MAIN TICKET GATE	1	JULY 3 FRIDAY 2:45 P.M. - 12 MIDNIGHT	9.25
MAIN TICKET GATE	1	JULY 4 SATURDAY 11:30 A.M. - 12 MIDNIGHT	12.5
MAIN TICKET GATE	1	JULY 5 SUNDAY 11:30 A.M. - 12 MIDNIGHT	12.5
MAIN TICKET GATE	1	JULY 6 MONDAY 2:45 P.M. - 12 MIDNIGHT	9.25
MAIN TICKET GATE	2	JULY 7-9 TUESDAY - THURSDAY 11 A.M. - 12 MIDNIGHT	78
MAIN TICKET GATE	2	JULY 10-11 FRIDAY - SATURDAY 11 A.M. - 12 MIDNIGHT	52
SHOWER GATE	1	JULY 3 FRIDAY 2:45 P.M. - 12 MIDNIGHT	9.25
SHOWER GATE	1	JULY 4-5 SATURDAY - SUNDAY 11:30 A.M. - 12 MIDNIGHT	25
SHOWER GATE	1	JULY 6 MONDAY 2:45 P.M. - 12 MIDNIGHT	9.25
SHOWER GATE	1	JULY 7-11 TUESDAY - SATURDAY 8 A.M. - 12 MIDNIGHT	80
INSIDE PARK GATE NEXT TO CARNIVAL SHOWER HOUSE	1	JULY 7-11 TUESDAY - SATURDAY 5 P.M. - 9:30 P.M. (NEEDS RADIO)	22.5
MONEY ROOM (MAY NEED 1 GUARD AT MONEY ROOM FRI - MON; JULY 3 - 6 IF ASKS FOR ONE)	1	JULY 7-11 TUESDAY - SATURDAY 10:45 A.M. - 10 P.M.	56.25
RODEO AREA (WEST TRACK)	1 CONTROL TRAFFIC DURING BARREL RACING	JULY 7-11 TUESDAY - SATURDAY 5 P.M. - 10:30 P.M.	27.5

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ARENA AREA GATES (EAST END)	2 (1 EA. GATE)	JULY 4 SATURDAY 2 P.M. - 8 P.M.	10 MAXIMUM
ARENA CHUTE (EAST END)	1	JULY 7-11 TUESDAY - SATURDAY 5 P.M. - 10:30 P.M.	27.5
CHUTE GATE	1	JULY 7-11 TUESDAY - SATURDAY 6:30 P.M. - 10:30 P.M.	20
ROVER (BARN)	1	JULY 7-11 TUESDAY - SATURDAY 6 P.M. - 10:30 P.M.	22.5
ROVER (TRACK)	1	JULY 7-11 TUESDAY - SATURDAY 5 P.M. - 9:30 P.M.	22.5
DRIVE THRU GATE ACROSS TRACK	1	JULY 4 SATURDAY 2 P.M. - 8 P.M.	5 MAXIMUM
CHUTE SEATS – TICKET KEEP PEOPLE OFF FENCES & CHUTES •	2	JULY 7-11 TUESDAY - SATURDAY 7 P.M. - 10 P.M.	30
TICKET TAKERS & TICKET CHECKERS (TEAR TICKETS & MOVE PEOPLE OUT OF AISLES, BOX SEATS & VIP BOX THEY DIDN'T PURCHASE)	10	JULY 4 SATURDAY 3 P.M. - 7 P.M. LEAVE EARLIER IF EVENT GETS OVER EARLIER	40 MAXIMUM
TICKET TAKERS & TICKET CHECKERS (TEAR TICKETS & MOVE PEOPLE OUT OF AISLES, BOX SEATS & VIP BOX THEY DIDN'T PURCHASE)	10	JULY 7-11 TUESDAY - SATURDAY 6:00 P.M. - 10 P.M.	175
EXTRA	2	JULY 10-11 FRIDAY - SATURDAY 6 P.M. - 10 P.M.	16
GRANDSTAND AREA BEER DOORS	4	JULY 4 SATURDAY 3 P.M. - 8 P.M.	20
GRANDSTAND AREA BEER DOORS	4	JULY 7-11 TUESDAY - SATURDAY 6 P.M. - 11 P.M.	100
SUPERVISORS	1	JULY 3-6 FRIDAY, SATURDAY, SUNDAY, MONDAY	[]
SUPERVISORS	2	JULY 7-11 TUESDAY - SATURDAY	[]
RELIEF	2	JULY 7-11 TUESDAY - SATURDAY 8 A.M. - 10 P.M.	140

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VIP TENT (WEST END OF GRANDSTAND VIP HOSPITALITY TENT WILL HAVE A SPONSOR TICKET ALLOWED IN TENT)	2	JULY 8-11 WEDNESDAY-SATURDAY 6 P.M. - 11 P.M.	50
TOTAL HOURS			1844.25 + SUPERVISORS, EXTRAS & ENTERTAINMENT TENT

- KEEP (2) GUARDS AT TRACK CROSSING DURING BARREL RACING PERF TUES-SAT, AND SLACK – TUES-WEDS, TO MONITOR VEHICLE & FOOT TRAFFIC.
- GRANDSTAND AREA BEER DOORS – DO NOT ALLOW BEER OUT OF FROM UNDER THE GRANDSTANDS.
- RESERVED SEATING TICKETS MUST BE CHECKED - SEATS ARE TO ONLY OCCUPY THOSE WHO HAVE A TICKET ASSIGNED TO THAT SEAT.
- STRIPING IN VENDOR LOT & V.I.P. LOT FOR PARKING; RIGHT TURN ONLY OUT OF WEST GATE DURING FAIR 8:00P.M. – 11:00 P.M. WE WILL BE PLACING THIS SIGN.
- MUSEUM GATE PARKING AREA FOR EMPLOYEES AND SPECIAL GUESTS - NO ONE ALLOWED IN THIS AREA WITHOUT AN OFFICIAL PARKING PASS, AND A WHITE NUMBERED PASS.
- WE WILL BE PLACING A SIGN ON THE MUSEUM GATE – SAYING VENDORS, V.I.P.'S & 4-H ONLY, NO PUBLIC PARKING.
- WEST GATE ENTRY FOR CONTESTANTS, CHUTE SEAT HOLDERS, VENDORS, EMPLOYEES AND SPONSORS ONLY – DIRECT PATRONS TO FRONT GATE AND PARKING IF POSSIBLE.
- 13TH STREET GATE FOR 4-H, FFA, EMPLOYEES, VENDORS, VIP ONLY – SEND PATRONS TO FRONT GATE IF POSSIBLE.



January 23, 2020

The Central Wyoming Fair Board would like anyone interested in providing First Aid Services/EMT Services during the Central Wyoming Fair & Rodeo, July 3rd – 11th, 2020, to submit a **sealed** bid for providing this service to the Central Wyoming Fair Office, at 1700 Fairgrounds Road, Casper, WY 82604.

We will need personnel for the following dates and times:

July 3, 2020	Friday	3:00 p.m. – Midnight
July 4, 2020	Saturday	Noon - Midnight
July 5, 2020	Sunday	Noon - Midnight
July 6, 2020	Monday	3:00 p.m. - Midnight
July 7, 2020	Tuesday	Noon - Midnight
July 8, 2020	Wednesday	3:00 p.m. - Midnight
July 9, 2020	Thursday	3:00 p.m. - Midnight
July 10, 2020	Friday	Noon - Midnight
July 11, 2020	Saturday	Noon – Midnight

If you are interested in operating the First Aid Station under the Grandstands for the dates and times listed above, please send us a prepared list of services you can provide along with your **sealed bid no later than 4:00 p.m. on March 9, 2020.**

Thank you for your consideration. If you have any questions or concerns, please feel free to contact our office at (307) 235-5775.

Sincerely,

Tom Jones, Manager

The Central Wyoming Fair Board reserves the right to reject any and all bids.

CENTRAL WYOMING FAIRGROUNDS
 1700 Fairgrounds Road ☞ Casper, WY 82604 ☞ (307)235-5775ph. ☞ (307)266-4224 FAX
 cwfr@centralwyomingfair.com ☞ www.centralwyomingfair.com



January 23, 2020

The Central Wyoming Fair Board would like anyone interested in providing Ambulance Services during the Central Wyoming Fair & Rodeo, to submit a **sealed** bid for providing this service to the Central Wyoming Fair Office, at 1700 Fairgrounds Road, Casper, WY 82604.

This year the Octane Addiction show is July 4th, 2020, 4-7 pm; the Central Wyoming Fair & Rodeo dates are July 7th-11th, 2020; and the Carnival begins Friday, July 3rd, 2020 at 3:00 p.m.

The Fair & Rodeo required dates and times of services are needed as follows:

- July 4, 2020 Saturday 4:00 p.m. to 7:00 p.m.**
- July 7, 2020 Tuesday 7:30 p.m. - 10:30 p.m.**
- July 7, 2020 Tuesday* Slack will take place after the Tues. night Performance**
- July 8, 2020 Wednesday 7:30 p.m. – 10:30 p.m.**
- July 8, 2020 Wednesday* Slack will take place after the Wed. night Performance**
- July 9, 2020 Thursday* Slack will take place at 7:00 a.m. until finished**
- July 9, 2020 Thursday 7:30 p.m. – 10:30 p.m.**
- July 10, 2020 Friday* Slack will take place at 7:00 a.m. until finished**
- July 10, 2020 Friday 7:30 p.m. – 10:30 p.m.**
- July 11, 2020 Saturday 7:30 p.m. – 10:30 p.m.**

If you are interested in providing this service for the dates and times listed above, please return your **sealed bid no later than 4:00 p.m. on March 9, 2020.**

Thank you for your consideration. If you have any questions or concerns, please feel free to contact our office at (307) 235-5775.

Sincerely,

Tom Jones, Manager

The Central Wyoming Fair Board reserves the right to reject any and all bids.

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 cwfr@centralwyomingfair.com ☞ www.centralwyomingfair.com

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Budget Summary

Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	Committed
1. Pepsi	\$ 7,500
2. Hill Top Bank	\$ 5,500
3. Sutherlands	\$ 4,000
4. GSS/TP+L	\$ 8,000 17,75,000
Donations (list from whom and whether the donation is committed or to be requested):	Requested
1. NCTB	\$ 25,000
2. McMurry Foundation	\$ 2,000
3. Martin Family Foundation	\$ 5,000
4. Wold Family Foundation	\$ 5,000
Applicant Funds :	\$ 37,000
Other Funds (please list source(s)):	Committed
1. Casper Beverage	\$ 4,000
2. Western Distributing	\$ 4,000
3. Spectrum	\$ 4,000
4. IBFW	\$ 2,000
Total Funding:	\$ 14,000

Anticipated Expenses for this program or event (please be as specific as you can).	
1. Security	\$ 50,000
2. EMT/Ambulance	\$ 45,000
3. Sound	\$ 12,000
4. Stock Contractor	\$ 80,000
5. Advertising	\$ 70,000
6. Labor	\$ 120,000
7. Prize/Awards	\$ 115,000
8. Utilities	\$ 30,000
9. Supplies	\$ 15,000
10. Printing	\$ 15,000
Total Expenses:	\$

Total Revenue minus Total Expenses: profit (loss):	\$ 30,342.09
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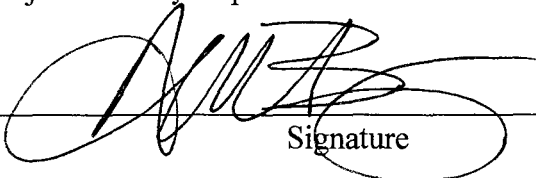
Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

See Attached

Certification

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



Signature

2-26-2020
Date

Marketing Director
Title

Central Wyoming Fair and Rodeo
Profit & Loss
July 2018 through June 2019



	<u>Jul '18 - Jun 19</u>
Ordinary Income/Expense	
Income	
4001 · Other County Income	1,256,545.10
4002 · Tax Income	693,250.00
4004 · Interest Income	1,959.21
4006 · Grounds Income	104,371.13
4007 · CWMPFSF Foundation Interest	9,000.00
4008 · Industrial Building	68,260.00
4009 · CWMPFSF Building Rental, Arena	45,872.98
4010 · Stall Rent	17,770.63
4012 · Gate Admissions	81,775.23
4013 · Rodetto Revenue	6,635.00
4014 · Grandstand Admissions	56,501.39
4016 · Advertising Income, General	10,950.00
4017 · Rodeo Sponsorship	114,625.00
4018 · Program Sales	1,097.14
4020 · CNFR Trailer Space Rent - taxed	7,114.68
4021 · Demolition Derby Income-taxed	22,932.40
4022 · Carnival	167,693.37
4023 · CNFR Stall Rent 4023	15,450.00
4026 · Trailer Pads, General	16,565.60
4028 · Concessions	17,408.47
4036 · Beer Sales	36,519.05
4045 · SLIB-Grant Revenue	52,816.81
4050 · Replay Screen	150,000.00
	<hr/>
Total Income	2,955,113.19
	<hr/>
Gross Profit	2,955,113.19
Expense	
5010 · Advertising Expense	60,000.00
5020 · Audit and Accounting	500.00
5030 · Bad Debt Expense	300.00
5040 · Beer Supplies Expense	18,000.00
5042 · Capital Outlay Expense	
5042A · 1% Industrial Building	1,163,013.10
5042 · Capital Outlay Expense - Other	93,000.00
	<hr/>
Total 5042 · Capital Outlay Expense	1,256,013.10
5045 · SLIB Grant Expense	
5045B · SLIB Grant Expense-Barn Proj	52,816.81
	<hr/>
Total 5045 · SLIB Grant Expense	52,816.81
5050 · Replay Screen Expense	150,000.00
5057 · Contract Services	120,000.00
5060 · Contract Services/Entertainment	50,000.00
5070 · Contract Services/Rodeo	85,500.00
5090 · Demolition Derby Expense	10,500.00
5200 · Facilities, Maintenance/Repair	60,000.00
5206 · Fuel Expense	20,000.00
6020 · 4H Clerks	5,500.00
6030 · 4H Denver Trip	500.00
6040 · 4H/FFA Judging	13,500.00
6045 · 4H/ FFA Premiums	18,500.00
6050 · 4H State Fair	700.00
6055 · Rodetto Expense	10,000.00
6060 · General Expense	12,000.00
6065 · General Office Expense	16,000.00
6070 · Insurance Employees	112,500.00
6090 · Licenses and Bonds	300.00
7000 · Machinery, Maintenance/Repair	21,000.00
7020 · Payroll Tax Expense	44,000.00
7030 · Postage Expense	1,600.00
7040 · Printing Expense	5,000.00
7080 · Professional Fees Expense	500.00

Central Wyoming Fair and Rodeo

Profit & Loss

July 2018 through June 2019

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	<u>Jul '18 - Jun 19</u>
8010 · Purse Expense, Rodeo	122,000.00
8040 · Retirement Fund Expense	69,500.00
8060 · Stall Refund Expense	300.00
8070 · Telephone Utility Expense	18,500.00
8080 · Travel, Meetings & P R Expense	8,000.00
8085 · Parade Expense	6,000.00
8090 · Electric Utilities Expense	8,000.00
8095 · CWMPFS Elec Utilities Expense	79,319.77
9000 · Gas Utilities Expense	10,000.00
9005 · CWMPFS Gas Utilities Expense	19,950.72
9010 · Water/Sewer Utilities Expense	12,000.00
9015 · CWMPFS W&S Utilities Expense	1,191.40
9020 · Clerical Wages Expense	44,516.90
9030 · Grounds Wages Expense	270,000.00
9040 · Management Wages Expense	135,266.64
9050 · Grounds Wages Expense, Fair	20,797.24
Total Expense	<u>2,970,572.58</u>
Net Ordinary Income	<u>-15,459.39</u>
Net Income	<u><u>-15,459.39</u></u>

A



NEWS RELEASE

FOR IMMEDIATE RELEASE

February 24, 2020

Contact:

Angela Berry

aberry@centralwyomingfair.com

307.235.5775

CASPER, WY –Don't miss the Central Wyoming Fair & PRCA Rodeo July 3rd-11th, 2020. Enjoy 9 action packed days of fun & excitement! Beginning July 3rd, the Crabtree Amusement Carnival hits the Midway with the largest carnival in the state of Wyoming! Carnival passes can be purchased in advance at any Casper, Glenrock or Douglas Homax Conoco location and can save you big bucks! Carnival Day Passes are \$31 for ride all you want, discounted from \$36 on-site. Carnival Fun Passes, which are good for all 9 days of the Carnival, are \$80 a savings of over \$200! But hurry, the savings only last until noon on Parade Day, July 7th. Back by popular demand, don't miss: "The Voice of Casper"! Mirrored after the hit TV show, vocalists will compete in Blind Auditions, Battle Rounds, and Knockout Rounds at 7:00pm July 3th-6th, all on the free stage located on the midway. Then, don't miss the Live Finale which moves to the Rodeo Arena Saturday July 11th at 7:00pm where Casper will choose who walks away with the title "The Voice of Casper".

Saturday, July 4th, at 8am, the fun continues with the 10th Annual Sidewalk Chalk Festival in Downtown Casper beginning with a free Kiwanis pancake breakfast, followed by sidewalk chalk art. Join the fun and use the sidewalks of Downtown Casper as your canvas. The First 300 participants get a free t-shirt and rodeo ticket! Then it's back to the Fairgrounds with more fun on the midway at 3pm with the Crabtree Amusement Carnival, then at 4pm, watch the thrills and spills of the ! First come, first seated.

Sunday, July 5th, the Crabtree Amusement Carnival continues beginning at 3pm. And don't miss the Open Class BBQ Contest and Wine & Beer Contests as locals compete for the coveted title of the Best in Natrona County!

Monday July 6th, at 7:30am, watch young cowboys & cowgirls compete in the Rodetto. Then get ready for more fun on the midway with Crabtree Amusements Carnival; gates open at 3pm.

Tuesday July 7th, its Casper Day, seniors get in free all day long! The action gets underway early at the Fairgrounds with the Rodetto beginning at 7:30am, then head Downtown for the official kick-off of the Central Wyoming Fair & PRCA Rodeo with the Downtown Parade, with a new and improved route this year. This



year's theme is "It's a Grand Old Flag!" After the Parade, head out to the fairgrounds at noon when exhibit halls, the Crabtree Amusement Carnival (where it's Kid's Day from 12pm-5pm, discounted armbands are sold from noon-3pm and are good from noon-5pm). New this year, don't miss the Shark Encounter Display located at the west end of the grandstands on the carnival midway! Two new strolling acts will wow you with their talent; Brad Bodary "Human Mannequin" and Sarafian "World Record Juggler" on the Midway daily. 7:30pm brings the First Performance of the PRCA Rodeo when the top cowboys & cowgirls in the world compete in one of the top 20 Rodeo's in the Nation! Enjoy 7 exciting events nightly including: Bull Riding, WPRA Barrel Racing, Bareback, Saddle Bronc, Steer Wrestling, Team Roping, Tie Down Roping, & Mutton Bustin' through Saturday, July 11th. Rodeo Ticket Outlets open beginning May 1st, or get your Rodeo Tickets online anytime at www.centralwyomingfair.com.

Wednesday July 8th, the fun continues with the gates opening at 3pm and the Crabtree Amusements Carnival continues until midnight. It's Wrangler Patriot Night at the PRCA Rodeo beginning at 7:30pm, be sure to wear your Red, White & Blue to show your support of our troops! Veterans & Active Duty Military personnel get in free with valid ID!

Thursday, July 9th, gates open at 3pm and the Crabtree Amusements Carnival runs through midnight! Rocky Mountain Oncology Sponsors Tough Enough To Wear Pink Night at the PRCA Rodeo, and they'll be doing FREE cancer screenings from 9am-1pm at the Ag Resource Center just outside the main gates into the Fairgrounds. Be sure to wear your Pink to the PRCA Rodeo & show your support!

Friday, July 10th, start the day with the Pocket Pet Parade followed by the Outrageous Poultry beginning at 9:00am. Kids Day returns from 12pm-5pm (discounted armbands available on-site only and sold until 3pm). The 4H & FFA Round Robins begin at 5pm in the Arena and PEPSI sponsors the PRCA Rodeo beginning at 7:30pm in the Outdoor Arena.

Saturday July 11th, is your last chance to get in on the action, don't miss the Junior Livestock Sale Buyers Breakfast at 7:00am, followed by the Junior Livestock Sale at 9:00am. Crabtree Amusements Carnival, Exhibit Halls all open at noon. Hilltop Bank sponsors Finals Night at the PRCA Rodeo, come cheer on your favorites and see who walks away with the Championship Spurs sponsored by Wyoming Signs!

Parade Entry Forms & Open Class Exhibit Premium Books and more information can be found online at or by calling 307.235.5775.

###

CENTRAL WYOMING FAIR & PRCA RODEO, JULY 3RD-11TH, 2020- *STIRRUP SOME FUN!*

A

County Fairs, Why?

by Baxter Black

"Most people just don't get it," said Ron, bemoaning the urban politicians that continue to whittle away at funding for county fairs and the Ag Extension Service. "It's all about the kids learning real life."

To their misfortune, urban children have much less opportunity to connect with real life. They look at some farm kid working on his show steer every day for months. It is beyond their comprehension. "Why", they think, 'Would anyone want to waste their time in such a mindless pursuit?' and then they whip out their Game Boy and fall into a trance.

Thank goodness there are some politicians, corporations and influential associations that DO get it. As farmers and livestock raisers continue to decline in numbers, it is even more critical that parents, county agents, ag teachers, 4H leaders, scientists and teachers instill in the next generations the realities of life that farming depends on. Does America want to become a net importer of food in fifty years?

I appreciate Mrs. Obama's garden, Whole Foods specialty markets, organic and natural producers. They have a niche market. But who is going to feed the other 99% of our burgeoning population, much less a hungry third world?

Those kids, our kids who are fitting steers, doing chores, picking apples, showing hogs, driving the grain truck, learning to weld, riding pens, irrigating strawberries, managing a pasture, hosing the milk room, stacking hay and learning to read the sky are assimilating the mountain of knowledge that it takes to make dirt and rain into food.

Farm kids start learning the land and the livestock when they are old enough to carry a bucket. When they help with the daily chores they are practicing. It's like taking piano lessons or tennis lessons except what farm kids learn has a much more profound objective; feeding us all.

Our culture expends a great deal of effort on future NBA stars, astronauts, environmental lawyers, doctors, and political science majors. But for every 100 rock stars, Rhoades Scholars and Heisman trophy winners our country produces, we better make sure we spend enough to train at least two future farmers, so the rest of them can eat. That is the essence of the county fair.

Beneath all the fun, auctions, and show ribbons, the serious business of learning how to make a living off the land continues like an underground river.

The list of 'essential professions' is a short one. That's the reality of real life. Farm kids hold our future in their hands. They are in training to feed the world. And fair board members and county agents get it.

www.baxterblack.com

received
2/26/20
11:20 CW

Community Promotions Application - FY-2020

Please use this application to request support for events and programs that will take place between December 1, 2018 and June 30, 2019. Applications are due in City Hall by 12:00 p.m. on Feb 28, 2020

Name of Sponsoring Organization: <u>aka Natrona County Fair</u> <u>Central WY Fair</u>	Name of Program or Event: <u>Downtown</u> <u>CWFR Banner Advertising</u>
---	---



(B)

Contact Information - Please Print

IN KIND

Contact Person: Angela Berry Phone Number: 307.235.5785 Date: 2-26-2020
 Address: 1705 Fairgrounds Rd.
 Email: aberry@centralwyomingfair.com
 Is this organization a Non-Profit Organization? Yes or No
 If so, what is your tax exempt EIN number? 83-6000037

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

Hanging banners downtown helps build community awareness for the Central Wyoming Fair + Rodeo. It will also help visitors realize this community event is taking place.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

n/a

(B)

Event Changes

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

Banners are hung in early May + stay up until after the rodeo ends, July 11, 2020

Dates

On what date(s) will this event be held? July 3rd - 11th, 2020

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 700+

How many people do you expect to attend this event as **Spectators**? 145,000+

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

<p>Cash</p>	<p>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
<p>Amount: \$</p>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p>
<p>Date Cash Needed: __ / __ / 20__</p>	<p>n/a</p>

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p> <p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes <u>Traffic Control</u> Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Light Pole Banner Ads	Hangup/ Take Down	Downtown	5/1/2020		
2.	Banners				
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p> <p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1.	n/a				
2.					
3.					
4.					

(B)

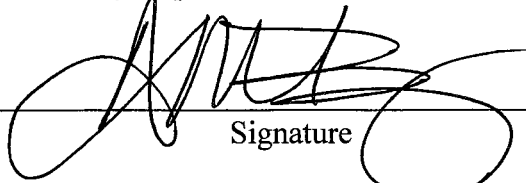
Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

n/a

Certification

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



Signature

2-20-2020
Date

Marketing Director
Title

Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on Feb 28, 2020

Name of Sponsoring Organization:
Natrona County Fair Assoc.

Name of Program or Event:
CWFR - Downtown Parade



Contact Information - Please Print

Contact Person: Angela Berry Phone Number: 235.5775 Date: 2-26-2020
Address: 1700 Fairgrounds Rd.
Email: aberry@centralwyomingfair.com
Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax exempt EIN number? 83-6000037

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The Central Wyoming Fair + Rodeo Parade Creates excitement in the Casper Community, spectators live the streets of downtown Casper to enjoy the parade + make a day of it by shopping, eating + playing throughout the Casper Community.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

Please see attached proposal from Casper PD's officer Bullard to ensure safety of the City of Casper Residents.

①

Event Changes

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

new route (see attached)

Dates

On what date(s) will this event be held? 7-7-2020

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 200+

How many people do you expect to attend this event as **Spectators**? 5,000+

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i> Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: ___ / ___ /20___	<p style="text-align: center;">n/a Permit</p>

In-Kind Staffing and Services

The City can provide services to a group directly in order to facilitate an event.

Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.

Please use the list included in this packet to properly describe what staffing/services you will need.

Services that are typically requested:

Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control
 Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs
 Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.	Please see attached proposal from officer Bullard				
2.					
3.					
4.					

Facilities

Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.

Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.

Please use the list included in this packet to properly describe what staffing/services you will need.

Facilities that are typically requested:

Casper Events Center Aquatics Center City pools Ice Arena
 Fort Caspar City Hall Recreation Center Sports fields City Parks

Please list the facility you require:	Purpose	Date	Start Time	End Time
1.	n/a			
2.				
3.				
4.				

①

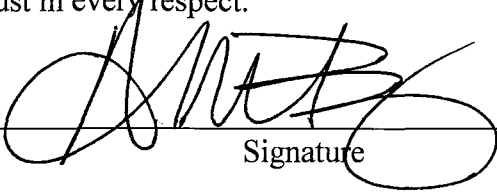
Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

The only budget for the parade is the income received from participants, which is in turn, donated to the Rotary for their help organizing + executing the parade.

Certification

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


Signature

2-26-2020

Date

M&P Director

Title



FAIR & RODEO PARADE 2019

Sgt. Jeff Bullard
Casper Police Department
January, 2019

SAFETY IS *KEY*



Communication

Accountability

Stewardship

Professionalism

Efficiency

Responsiveness



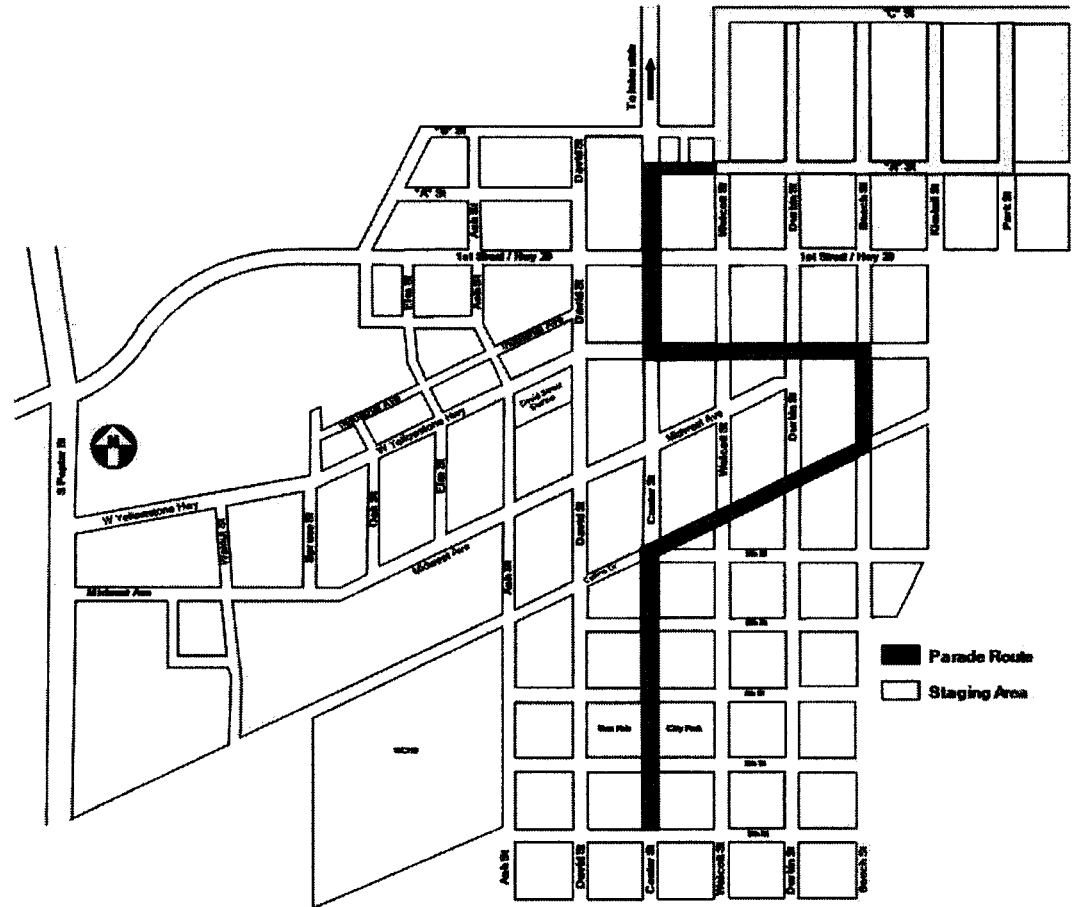
OLD PARADE ROUTE

OBSERVATIONS 2018:

- IMPACTS TWO HIGHWAYS
 - Hwy 255 & Hwy 20
- MULTIPLE SLOW-DOWN POINTS
- "CAN'T GET THERE FROM HERE"
- IMPACTS ENTIRE DOWNTOWN
- WIDENS NEED FOR HIGHER-RISK TRAFFIC CONTROL

LESSONS LEARNED 2018:

- 1 HIGH-RISK TRAFFIC CRASH
- DISREGARDING TRAFFIC CONTROL
- MULTIPLE VEHICLES INSIDE ROUTE BEFORE/AFTER PARADE



Parade Route 5,804 feet



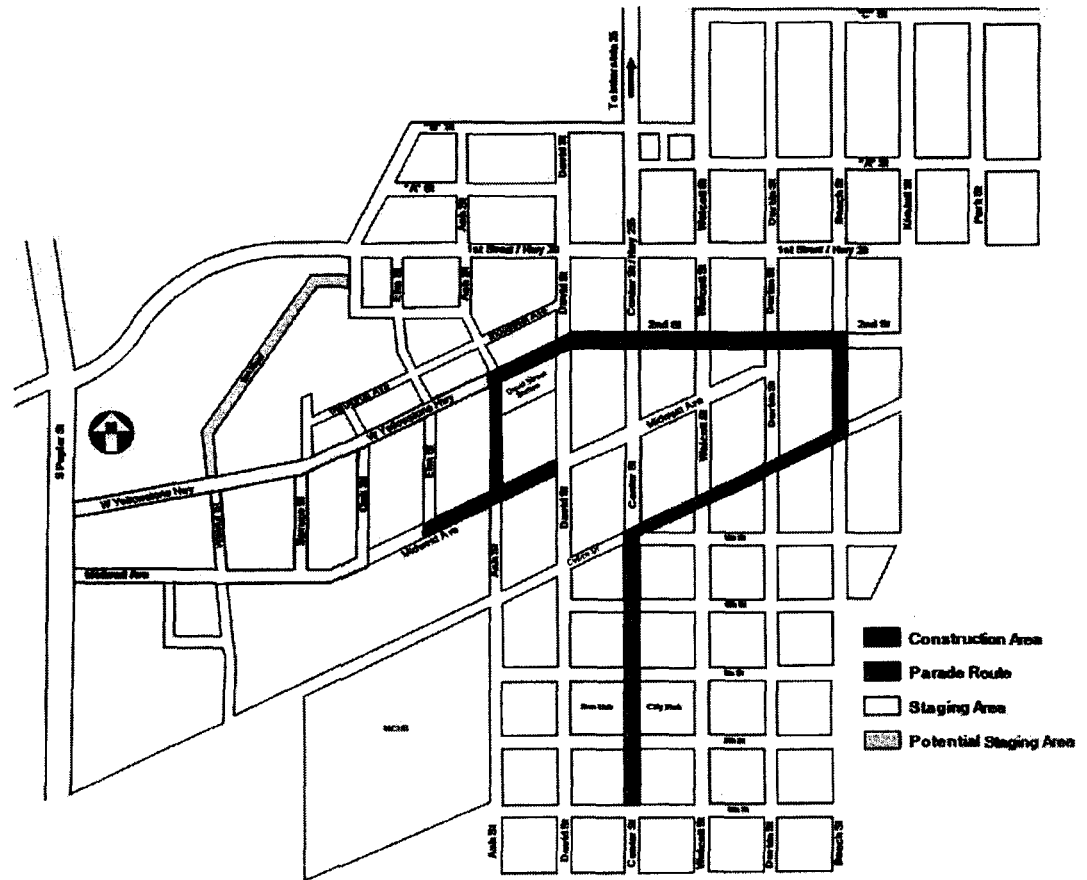
WHY CHANGE?

- SAFETY
- OPERATIONAL DEPLOYMENT
- SCENE MANAGEMENT



PROPOSED PARADE ROUTE

- LESSENS IMPACT ON HIGHWAYS / TRAVEL
- ELIMINATES TWO SLOW-DOWN POINTS
- "YOU CAN GET THERE FROM HERE"
- LESSENS IMPACT ON DOWNTOWN BUSINESSES
- SAFER TRAFFIC CONTROL
- PARADE ROUTE DISTANCE IS THE SAME
- PROVED EFFECTIVE FOR CHRISTMAS PARADE 2018



Parade Route 5,943 feet

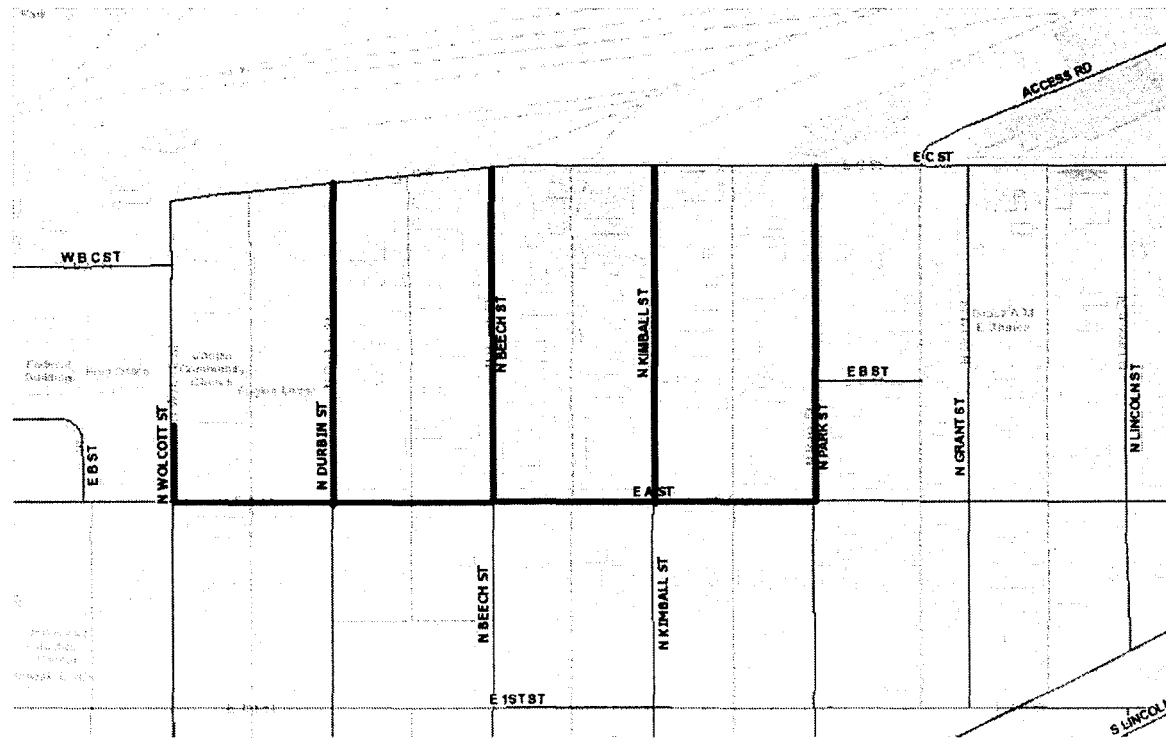


STAGING AREA OPTIONS

PREVIOUS/CURRENT PARADE STAGING:

- A STREET FROM WOLCOTT TO PARK – 1542 FEET
- WOLCOTT FROM A TO B – 185 FEET
- DURBIN FROM A TO C ST – 755 FEET
- BEECH FROM A TO C ST – 795 FEET
- KIMBALL FROM A TO C ST – 795 FEET
- PARK FROM A TO C ST – 795 FT

TOTAL LINEAR FEET: 5167 FEET



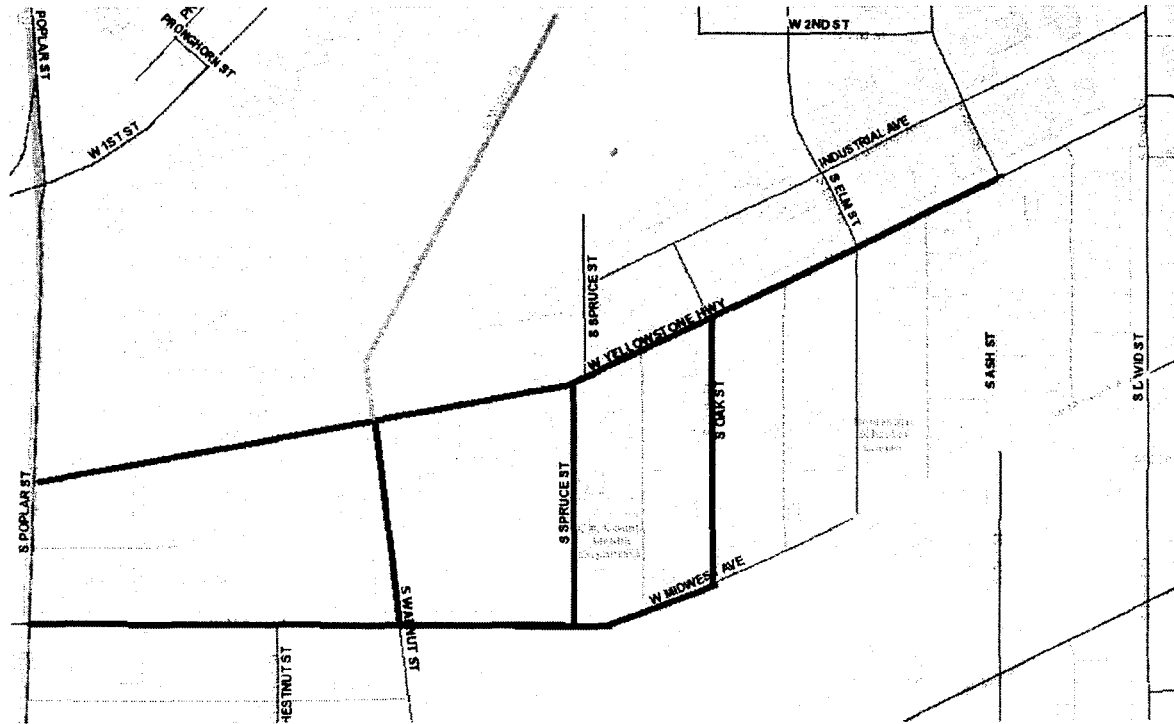
STAGING AREA OPTIONS

PROPOSED STAGING AREA:

- YELL FROM ASH TO POPLAR – 2516 FEET
- OAK FROM YELL TO MIDWEST – 656 FEET
- SPRUCE FROM YELL TO MIDWEST – 599 FEET
- WALNUT FROM YELL TO MIDWEST – 500 FEET
- MIDWEST FROM OAK TO POPLAR – 1687 FEET*

TOTAL LINEAR FEET: 5958 FEET

- *WALNUT FROM YELLOWSTONE NORTH ON DIRT ROAD = 1,598 FEET¹

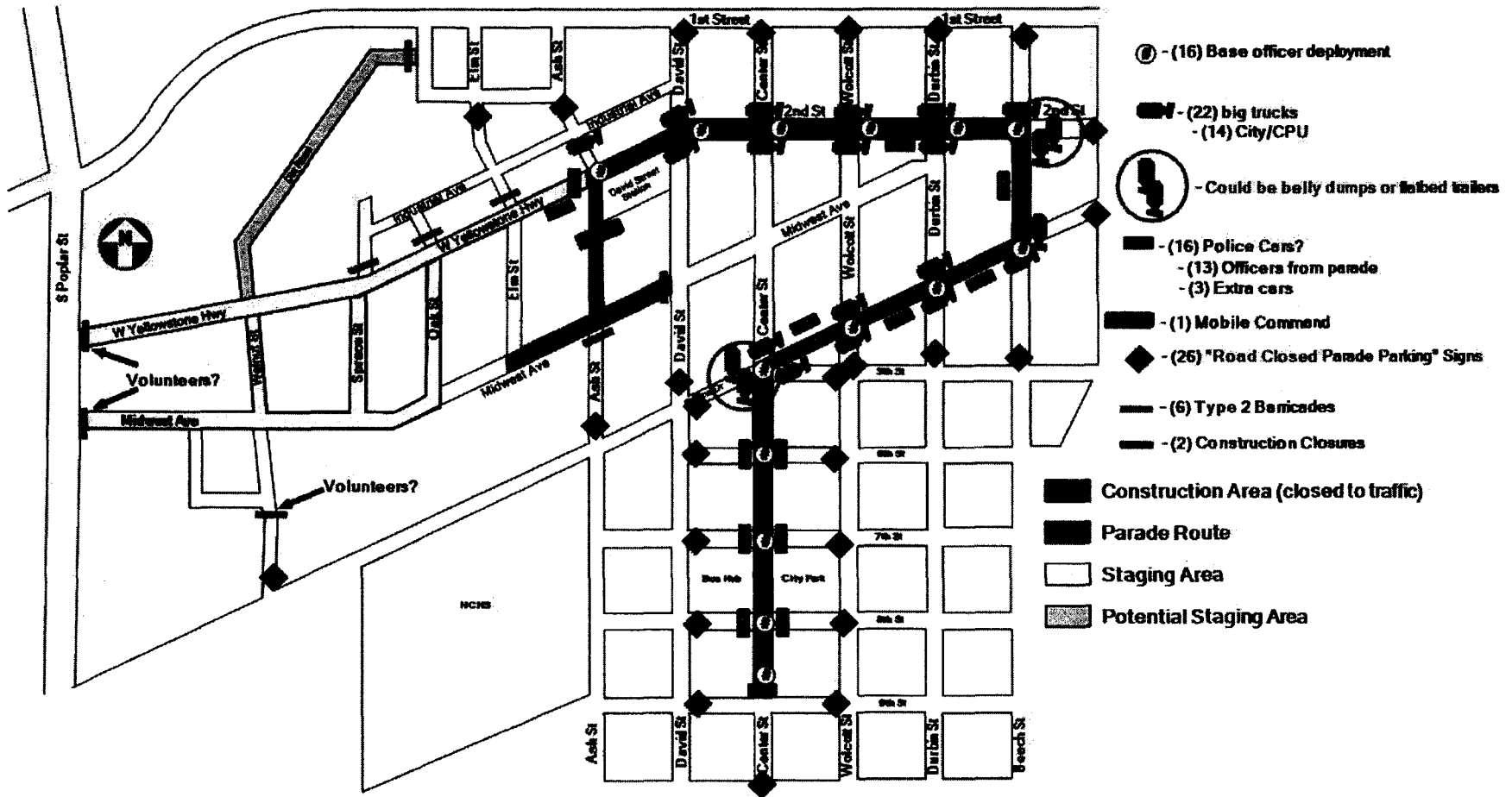


- = Construction area, cannot be utilized
- = Proposed Staging Area
- = Potential additional/alternate staging area

¹ – Requires permission from landowner



FULL-SCALE PROPOSED PARADE DEPLOYMENT



①

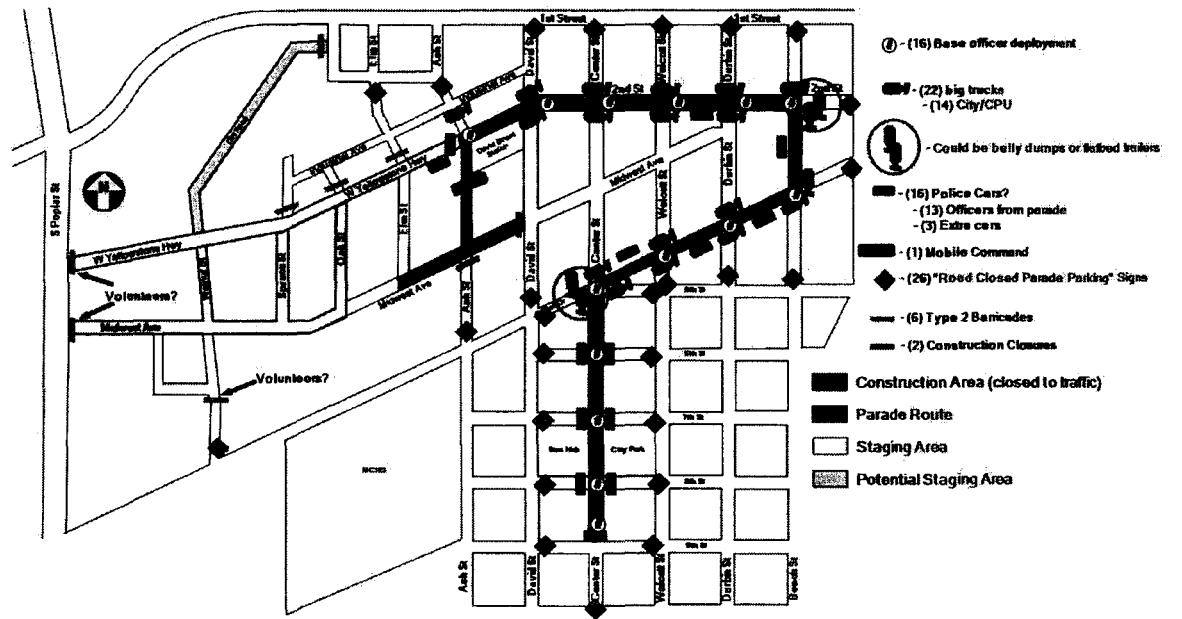
- QUESTIONS?

- DISCUSSION?



BUSINESS/PUBLIC HELP NEEDED

- WYO CENTRAL FCU
- VISIONS PLUS
- FIRST UNITED METHODIST (2 DRIVEWAYS)
- VILLAGE INN
- PLAINS FURNITURE
- SANDTRAP
- FROSTY'S
- ELK'S LODGE
- 815 S CENTER.



TO DO LIST:

- BEGIN EARLY, OPEN, COMMUNICATION WITH BUSINESSES AND RESIDENTS INSIDE NEW PARADE ROUTE AND STAGING AREAS.
- IDENTIFY OWNER OF PROPERTY FOR ALTERNATE STAGING AREA, AND BEGIN COMMUNICATING WITH THEM
- BEGIN DISCUSSIONS WITH BUSINESSES IDENTIFIED ALONG PARADE ROUTE WITH DRIVEWAY ACCESS TO THE ROUTE.
- TAKE MEASUREMENTS AND MAKE FINAL LIST OF ROAD BLOCK RESOURCES.
- PRESS RELEASES FOR ROUTE AND STARTING POINT CHANGE.
- NEW PARADE ROUTE IMPACTED BUSINESSES
 - WYO CENTRAL, FOX, W.C.O., GOEDICKS, J.S. CHINESE, BRANDING IRON, MINERAL RESOURCE BUILDING, CHAPMAN VALEDZ, PETROLEUM BUILDING.
- STAGING AREA IMPACTED BUSINESSES
 - CORNER UPHOLSTERY, SHERRIE'S, CHAPTERS, DOG WORLD, SHAWN RIVETT, WY OFFICE, YELLOWSTONE GARAGE, A-1 TIRE, 1890, IMPACT, MERCER HOUSE, STALKUPS?, PRAZMA, ADBAY, ARTIST'S CHOICE, CAR CARE, WYO AUTOMOTIVE, TIRE-TRAMA, SAGE AND SAND, SOUND & CELLULAR, APPLIED TECHNOLOGIES, N.C. HEALTH DEPT., KISTLER





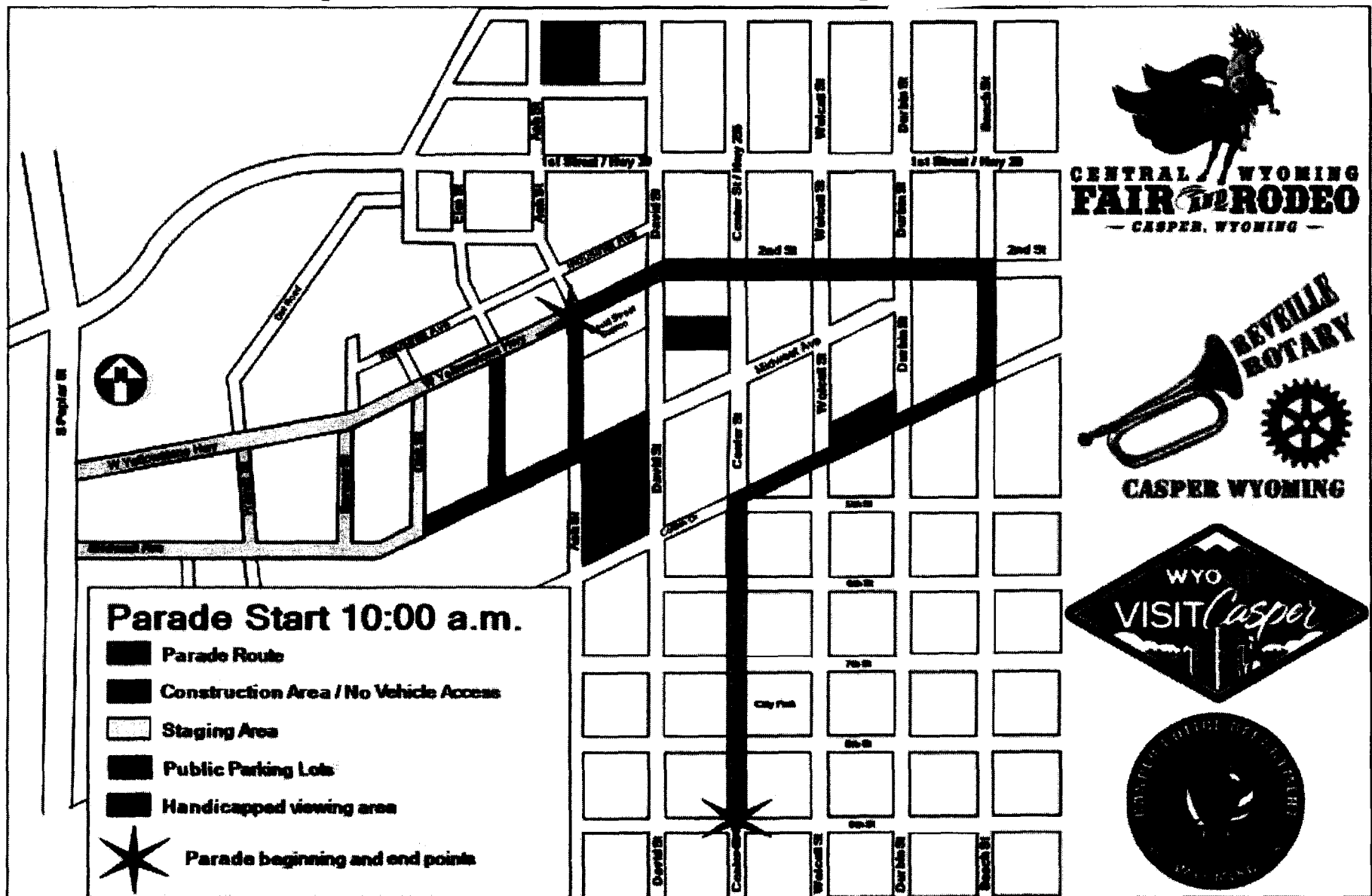
The City of Casper and Fair and Rodeo Parade organizers have been collaborating to establish a new route for the yearly Fair and Rodeo summer parade. An evaluation of the former route, along with business owner, citizen, and Casper Police Department feedback, showed numerous issues that had developed with the former route through the decades of growth in our community. The new route was designed with maximum safety in mind for everyone participating in, and observing the parade.

The attached map shows the new route, its beginning and end points, and staging areas. It also shows public parking lots that are available for the spectators to utilize before, during, and after the parade event. Curbside parking will also be available on the streets not specifically highlighted for use during the parade, but spectators should realize these areas will be heavily congested with pedestrian traffic. Spectators should make efforts to park outside the immediate area and walk in to their viewing area of choice. Spectators who are handicapped and wish to view the parade from their vehicle can utilize the designated parking area located at 222 East Collins, the old Plains Furniture parking lot.

The main parade route and staging areas will be closed to parking and travel beginning at 6:00 a.m. on Tuesday, July 7th. Vehicles parked inside the main parade route and staging area will be subject to being towed at the owner's expense. The parade route will be closed to all vehicle traffic beginning at 8:00 a.m. Spectators wishing to drop off chairs and other items to make their spectating experience more enjoyable, should do so before 8:00 a.m.

For those who work or reside in the area, we urge you to know your route of travel, and parking availability, before the road closure times. We also ask, for the security and enjoyment of all who are attending, that personal drones or other flying crafts not be operated along the parade route.

Casper Fair & Rodeo Parade July 7, 2020



received 2/26/20
11:20 am CW

Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on **March 20, 2019**.

Name of Sponsoring Organization:
Natrona County Fair

Name of Program or Event:
Downtown Sidewalk Chalk Art



Contact Information - Please Print CASH / IN KIND

Contact Person: Angela Berry Phone Number: 235.5775 Date: 2-26-2020
 Address: 1700 Fairgrounds Rd.
 Email: aberry@centralwyomingfair.com
 Is this organization a Non-Profit Organization? Yes or No
 If so, what is your tax exempt EIN number? 83-6000037

Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The Downtown Sidewalk Chalk Art Festival is designed to bring the community together for a free event while at the same time, building awareness for the Central Wyoming Fair + Rodeo. It is a family friendly event and is open to all ages + talent levels. It creates excitement downtown, which creates business for our local merchants

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

This is the only event of its kind in Casper. Residents get a free pancake breakfast and participate in the free sidewalk chalk art immediately following. The entire event is free, participants get a free rodeo ticket + the first 300 get a free t-shirt,

featuring the artwork of the previous years selected artwork. This event allows everyone to participate no matter age or talent level and exposes them the fine arts

→ four western vendors

C

Event Changes

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

no changes

Dates

On what date(s) will this event be held? 7-4-2020

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 600+

How many people do you expect to attend this event as **Spectators**? 1,500+

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

<p>Cash</p>	<p>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
<p>Amount: \$ 5,000</p>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p>
<p>Date Cash Needed: 7/4/2020</p>	<p>Advertising to include radio, tv, newspaper + social media. Supplies such as chalk + breakfast supplies + t-shirts. + Permit</p>

(C)

Budget Summary

Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	
1. Pepsi	\$ 2,000
2.	\$
3.	\$
4.	\$
Donations (list from whom and whether the donation is committed or to be requested):	
1. EKS Club	\$ 1,500
2. Martina Family Foundation	\$ 5,000
3. My Community Foundation	\$ 5,000
4. McMurry Foundation	\$ 5,000
Applicant Funds :	\$
Other Funds (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
Total Funding:	
	\$

Anticipated Expenses for this program or event (please be as specific as you can).	
1. Chalk	\$ 2,000
2. Printing	\$ 5,500
3. Advertising	\$ 5,000
4. Breakfast	\$ 1,500
5. Labor	\$ 1,000
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Total Expenses:	
	\$ 15,000

Total Revenue minus Total Expenses: profit (loss):	\$ \emptyset
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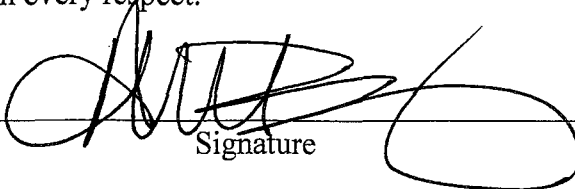
Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

①

Certification

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



Signature

2-26-2020

Date

Marketing Director

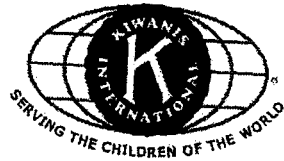
Title



10TH ANNUAL DOWNTOWN SIDEWALK CHALK ART FESTIVAL

JULY 4TH 8:00AM, DOWNTOWN CASPER

Free T-Shirt & Rodeo Ticket for the 1st 300 Participants!





Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between ~~July 1, 2020 and June 30, 2021~~
Applications are due in City Hall by 12:00 p.m. on **February 28, 2020**.

Name of Sponsoring Organization:
ServeWyoming

Name of Program or Event:
2020 9/11 Memorial & Day of Service Mural Project

Contact Information - Please Print
Contact Person: Wendy Luck Phone Number: (307) 234-3428 Date: February 27, 2020
Address: P. O. Box 1271, Casper, WY 82601
Email: wendy@servewyoming.org
Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax exempt EIN number? 68-0556475

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written “Event/Program Description,” and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 ½” by 11” paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The 2020 9/11 Memorial and Day of Service Mural will engage citizens in a unique service project experience while helping to improve our public spaces and honor all who have served our communities. We will engage a broad demographic spectrum of volunteers including: community volunteers, Casper College students, community leaders, families and seniors. The beauty of this project will inspire involvement in local nonprofits and provide a beautiful and lasting impression on Casper’s public spaces for all to enjoy. This project has a proven history of attracting volunteers and positive promotional representation of Casper. This is evidenced by the four previous mural projects (two on the Beverly Street Underpass and two in North Casper). As a unique and creative service opportunity this project will attract volunteers who are new to Casper or volunteering and help prevent service fatigue in those who presently serve.

Mural locations are purposely selected in areas that are prone to vandalism and in need of rejuvenation. The mural will help to bolster pride for these often disenfranchised areas through a show of community support in a service project that will not only beautify the selected area but also bring a collective enjoyment of these public spaces for the present population and generations to follow.

Council funds will be utilized in leveraging more support for this project through various avenues of promotion, volunteer recruitment, designer compensation, and the equipment and supplies needed to accomplish the project.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

N/A

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

The huge success of the four previous mural projects have incorporated a variety of volunteers including AmeriCops members from around the state, Casper College students and community members ranging in age from 18-50+ years of age. We look to increase involvement and foster a life of service by expanding the inclusiveness of this event by making it family friendly. Families can participate as a team with their children building on the value of service as a family (due to safety and liability issues, children under the age of 14 are required to be accompanied by an adult and under their supervision for the duration of the project). In addition to the mural we will provide supplementary beautification service projects to accommodate all ages and ability levels.

Dates

On what date(s) will this event be held? September 11, 2020

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 50+

How many people do you expect to attend this event as **Spectators**? 70,000+ (including Casper residents and visitors)

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i>
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	<p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
<p>Amount: \$ 3,000</p>	<p>To be used for (please be specific, i.e. “we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County” as opposed to “public relations”):</p>
<p>Date Cash Needed: 09 /4 /2020</p>	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
Please list the facility you require:	Purpose		Date	Start Time	End Time
1.					
2.					
3.					
4.					

Budget Summary

Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).		
1. Corporation for National and Community Service (Salary) Requested		\$4,684.60
2. Corporation for National and Community Service (Travel and Convening) Requested		\$250
3.		\$
4.		\$
Donations (list from whom and whether the donation is committed or to be requested):		
1. Home Depot (In-Kind Supplies) and Albertsons (In-Kind Supplies) Requested		\$250
2. Fort Atelier Artists (In-Kind) Requested		\$1,500
3. Town Square Media (In-Kind Remote and Radio Spots) Requested		\$2,099
4. Casper Star Tribune and Casper Journal (In-Kind) Requested		\$1,000
Applicant Funds :		\$
Other Funds (please list source(s)):		
1. Rocky Mountain Power Requested		\$1,000
2. Duke Energy Requested		\$1,000
3. Keep Casper Beautiful (In-Kind) Requested		\$250
4. Casper Sinclair Requested		\$1,000
Total Funding:		\$13,033.60

Anticipated Expenses for this program or event (please be a specific as you can).		
1. Communications, Marketing Radio and Print		\$5,298
2. Supplies and Technology		\$1,500
3. Salary (CNCS Funds Only)		\$4,687.60
4. Fort Atelier Artist Contract Services		\$250
5. Project Travel and/or Convening(s) (CNCS Funds Only)		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
Total Expenses:		\$16,033.60

	\$3,000
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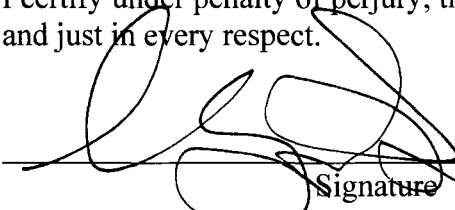
	Total Revenue <i>minus</i> Total Expenses: profit (loss):
--	--

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Certification

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



Signature

2/28/20
Date

Program Director
Title



February 28, 2020

City of Casper
Office of the Mayor
200 North David Street
Casper, WY 82601

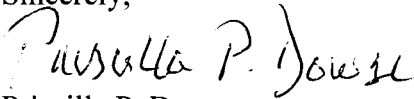
Dear Mayor Freel and Casper City Council:


Thank you for the opportunity to apply for Casper Community Promotions Funding – FY 2021. The community of Casper has been a great advocate and supporter of our program activities through great facilities, a warm, hospitable community, funding, and remarkable volunteers.

As an organization, we are seeking both in-kind donations and cash funding for our annual Fall Tournament to be held in Casper on October 7-9, 2020. Our application includes donated goods and a request to offset costs for the use of the North Casper Soccer Complex. For cash funding, our request will help reduce overall costs to participants during the event. All donations and funding received will be spent in the Casper area through local businesses exclusively for the Fall Tournament.

We look forward to celebrating this great partnership with the City of Casper. Special Olympics Wyoming respectfully requests donated services and facilities and cash funds of \$1,500 for the 2020 Special Olympics Wyoming Fall Tournament. Please see the enclosed for more detailed information.

Sincerely,


Priscilla P. Dowse
President & CEO


Bobby Casey
Director of Competition & Training

enc

Special Olympics Wyoming 2020 Fall Tournament

Brief Description: Annually, Special Olympics Wyoming offers five statewide events to more than 1,800 children and adults with intellectual disabilities. The largest of these events is the Fall Tournament held annually in Casper since 1984. The 2019 Fall Tournament hosted the competition in four sports to 500 athletes, 34 partners and 76 coaches from throughout the state. Participants, coaches, and families spent two and a half days in Casper for competition in Bowling, Cycling, and Soccer. The competition wasn't the only attraction; the Natrona County High School hosted a gala Opening Ceremonies, and a Victory Banquet and Dance celebrated the event at the Central Wyoming Fairgrounds for nearly 900 people. In 2020 we plan to include Bocce as a sport. The organization has experienced a small but steady growth in participation. Anticipation approaches 800 athletes, partners, and coaches for the 2020 event scheduled for October.

Benefits to Casper Area: 557 out of town competitors and coaches participated in the 2019 Fall Tournament. They stayed in hotels throughout the community and took advantage of the many services Casper has to offer. The Fall Tournament provides meaningful volunteer opportunities for approximately 125 individuals locally and a chance to observe some great competition. Media outlets in Casper have been incredibly supportive, and this offers an opportunity for some positive statewide media coverage.

Special Olympics Wyoming recognizes that the continued statewide growth of the program has a direct impact on the Fall Tournament. As an organization, we are thrilled with our growth and are working aggressively to reach out to the service community in Casper to support this event. We see involvement from these organizations as a critical component to providing a quality experience to all involved.

History: The Special Olympics Wyoming Fall Tournament began as a Bowling Tournament in 1982. Soccer and Cycling were added from 1981 to 1987. In 1989, Equestrian became the fourth sport offered, and Team Softball was added in 1994. Softball has since been moved to our Summer Sports Classic, also held here in Casper. The Fall Tournament has been held in Casper since 1984 due to available bowling alleys, the fairgrounds, and other facilities that meet the needs of the various events offered. The event has become synonymous with Casper, and although competition and event venues change periodically, the Fall Tournament continues as a Casper tradition.

Budget: The 2020 budget for the Fall Tournament totals \$ 37,960. The event is run primarily by volunteers. Special Olympics Wyoming employs a small professional staff to guide the organization and provide support to volunteers throughout the state. Nearly half of our budgeted costs for the Fall Tournament is allocated to give meals to athletes, coaches, and volunteers. Participants attending the 2020 Fall Tournament will have available two lunches, one dinner, and a Victory Banquet and Dance. Additional costs include awards, recognition, facility rental, and supplies.



Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on **February 28, 2020.**

Name of Sponsoring Organization:
Special Olympics Wyoming

Name of Program or Event:
2020 Special Olympics Wyoming Fall Tournament

Contact Information - Please Print

Contact Person: Bobby Casey Phone Number: (307) 235-3062 Date: 28FEB20

Address: 239 West 1st St, Casper, WY 82601

Email: sports@specialolympicswy.org

Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax exempt EIN number? 23-7418345

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The Special Olympics Wyoming Fall Tournament contributes to Casper's economy, improves the quality of life for residents, and supports an organization that positively represents Casper on a statewide scale. The economic impact through visitors arriving from over 50 Wyoming communities will support retail, housing, and entertainment businesses in the City. Residents volunteer at the tournament and make a difference in a fellow Wyomingite's life. Special Olympics Wyoming athletes, friends, and families from around the state will enjoy time in Casper and then help to promote all that Casper offers as they return home.

Special Olympics Wyoming believes that this event creates an opportunity for a winning partnership with the City of Casper.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?
Casper has a unique combination of facilities that are a great match for our competition needs;
1. North Casper Soccer Fields can accommodate our growing Soccer competition.
2. Casper is also home to the largest number of bowling lanes.
3. Washington Park Tennis Courts
4. We are still trying to determine the best location or facility for Bocce but feel like there are some options, including Central Wyoming Fairgrounds.

Event Changes
 If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

Dates
 On what date(s) will this event be held? October 7-9, 2020
 Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation
 A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice -- one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 700
 How many people do you expect to attend this event as **Spectators**? 100

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested	
Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i> Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$ 1,500	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"): <ul style="list-style-type: none"> • \$ 500 (Budget \$ 4,475) for facility rental ~ Bowling Alleys, School, Fairgrounds • \$ 1,000 (Budget \$ 13,525) for meals, offering two lunches and two dinners
Date Cash Needed: 10 /01 /2020	

In-Kind Staffing and Services	<i>The City can provide services to a group directly in order to facilitate an event.</i>				
	Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the City cannot waive the fees entirely.				
	Please use the list included in this packet to properly describe what staffing/services you will need.				
	<i>Services that are typically requested:</i>				
	Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. EMT's	First responder services at all locations	<ul style="list-style-type: none"> ▪ Opening Ceremonies (NC or KW) ▪ Tennis/WAC ▪ Soccer – N Casper ▪ Bowling Sunrise ▪ Bowling – El-Marko ▪ Banquet Fairgrounds • Cycling – Edness Kimball Park 	10•07 10•08 10•08 10•11 10•7-9 10•08 ,09 10•08 10•08 ,09		
2. Trash Services	Pick up after the competition	North Casper Soccer Complex	10•08 •20 10•09 •20	9:00 am 8:00 am	5:00 pm Noon

Facilities	<i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i>				
	Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the City cannot waive the rent entirely.				
	Please use the list included in this packet to properly describe what staffing/services you will need.				
	<i>Facilities that are typically requested:</i>				
	Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks				
Please list the facility you require:	Purpose		Date	Start Time	End Time
1. Sports Fields	North Casper Soccer Complex for competition		10•08 10•09	8:00 am 8:00 am	4:00 pm 12:00 pm
2.					

Budget Summary		
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$28,000
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).		
1. Casper Convention & Visitors Bureau – to be requested		\$3,500
2. Tonkin Foundation – to be requested		\$500
3.		\$
4.		\$
Donations (list from whom and whether the donation is committed or to be requested):		
1.		
2.		
3.		\$
4.		\$
Applicant Funds :		\$
Other Funds (please list source(s)):		
1. Merchandise		\$1,000
2. Additional Meal Purchases		\$250
3.		\$
4.		\$
	Total Funding:	\$ 33,250
Anticipated Expenses for this program or event (please be as specific as you can).		
1. Awards		\$1,250
2. Equipment		\$ 200
3. Facility Rental		\$4,475
4. Food and Meals		\$ 13,525
5. Supplies		\$ 475
6. Vendors		\$ 225
7. Administrative		\$17,800
8.		\$
9.		\$
10.		\$
	Total Expenses:	\$37,950
	Total Revenue minus Total Expenses: profit (loss):	\$ 4,700

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Attached

Certification

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

Paizulla P. Dowse
Signature

FEB 28, 2020
Date

President & CEO
Title

2019 FALL TOURNAMENT BUDGET

	2019 Proposed	2019 Actual
INCOME		
Assessments	\$ 38,500	\$ 36,015
Assessments (860 x \$35)	\$ 38,500	\$ 36,015
	\$ -	
Corporate	\$ 2,500	\$ -
Grainger	\$ 2,500	
Food/Meals Income	\$ 250	\$ 150
Additional Meals	\$ 250	\$ 150
Foundations/Grants	\$ 4,000	\$ 4,000
Casper Convention and Visitors Bureau	\$ 3,500	\$ 3,500
Tonkin Foundation	\$ 500	\$ 500
Merchandise	\$ 1,250	\$ 1,179
	\$ 1,250	\$ 1,179
General Funds	\$ 475	\$ 3,972
	\$ 475	\$ 3,972
Total	\$ 46,975	\$ 45,316

EXPENSE		
Administrative Costs	\$ 24,000	\$ 23,400
Administrative and Staff Costs	\$ 24,000	\$ 23,400
Fees		
Athlete Awards	\$ 1,600	\$ 1,764
Athlete Medals	\$ 1,600	\$ 1,764
Equipment	\$ -	\$ -
Signage		
Facility Rental	\$ 4,600	\$ 4,846
Bowling Alleys	\$ 3,500	\$ 3,054
Central Wyoming Fairgrounds	\$ 900	\$ 1,620
Natrona School Fees	\$ 200	\$ 172
Fees /Dues/Memberships	\$ -	\$ 60
Parking Fees - Edness Kimball		\$ 60
Food/Meals	\$ 15,250	\$ 14,501
Wednesday Dinner	\$ 3,500	\$ 3,000
Thursday Lunch	\$ 2,250	\$ 3,421
Albertson's	\$ 4,000	\$ 3,161
Lunch Supplements	\$ 500	\$ 50
Thursday Dinner	\$ 5,000	\$ 4,870
	224	

2019 FALL TOURNAMENT BUDGET

	2019 Proposed	2019 Actual
Housing	\$ 200	\$ -
Out of Town Volunteers	\$ 200	
Mileage	\$ -	\$ -
Area Directors		
Staff		
Postage	\$ -	\$ -
		\$ -
Public Transportation	\$ -	\$ -
Rental Equipment	\$ -	\$ -
Supplies	\$ 1,075	\$ 521
Decorations for Banquet	\$ 250	\$ 397
Labels/paper/ink	\$ 75	\$ 124
Name Tags @.90	\$ 750	
Disposable Signage		\$ -
Support Recognition	\$ -	\$ -
Plaques		
Vendor Services	\$ 250	\$ 225
DJ for Dance	\$ 250	\$ 225
Volunteer Recognition	\$ -	\$ -
Total	\$ 46,975	\$ 45,317



Special Olympics
Wyoming



February 28, 2020

City of Casper
Office of the Mayor
200 North David Street
Casper, WY 82601

Dear Mayor Freel and Casper City Council:

Thank you for the opportunity to apply for Casper Community Promotions Funding – FY 2021. The community of Casper has been a great advocate and supporter of our program activities through great facilities, a warm, hospitable community, funding, and remarkable volunteers.

As an organization, we are seeking both in-kind donations and cash funding for our annual Summer Sports Classic to be held in Casper on August 7-8, 2020. Our application includes donated goods and a request to offset costs for the use of North Casper Softball Fields and the Casper Municipal Golf Course. For cash funding, our request will help reduce overall costs to participants during the event. All donations and funding received will be spent in the Casper area through local businesses exclusively for the Fall Tournament.

We look forward to celebrating this great partnership with the City of Casper. Special Olympics Wyoming respectfully requests donated services and facilities and cash funds of \$ 500 for the 2020 Special Olympics Wyoming Summer Sports Classic. Please see the enclosed for more detailed information.

Sincerely,

A handwritten signature in black ink that reads "Priscilla P. Dowse".

Priscilla P. Dowse
President & CEO

A handwritten signature in black ink that reads "Dan Lang".

Dan Lang
Director of Field Services

enc

Special Olympics Wyoming 2020 Summer Sports Classic

Brief Description: Annually, Special Olympics Wyoming offers five statewide events to more than 1,800 children and adults with intellectual disabilities. Our goal is to assure that our athletes have the opportunity to train and compete year-round. The 2019 Summer Sports Classic hosted the competition in four sports to 116 athletes, 29 partners, and 12 coaches from across the state. Participants, coaches, and families spent two days in Casper for competition in Golf, Bowling, Cycling, and Team Softball. The organization has experienced a small but steady growth in participation. We anticipate 225 athletes, partners, and coaches for the 2020 event scheduled for August.

Benefits to Casper Area: 115 out of town competitors and coaches participated in the 2019 Summer Sports Classic. They stayed in hotels throughout the community and took advantage of the many services Casper has to offer. The Summer Sports Classic provides meaningful volunteer opportunities for approximately 25 individuals locally and a chance to observe some great competition. Media outlets in Casper have been incredibly supportive, and this offers an opportunity for some positive statewide media coverage.

Special Olympics Wyoming recognizes that the continued statewide growth of the program has a direct impact on the Summer Sports Classic. As an organization, we are thrilled with our growth and are working aggressively to reach out to the service community in Casper to support this event. We see involvement from these organizations as a critical component to providing a quality experience to all involved.

History The Summer Sports Classic is held annually in Casper. The event started as a Unified Sports Golf Tournament and has expanded to include Team Softball, Cycling, and Bowling with a focus on adult participation.

Budget: The 2020 budget for the Summer Sports Classic totals \$ 37,960. The event is run primarily by volunteers. Special Olympics Wyoming employs a small professional staff to guide the organization and provide support to volunteers throughout the state. Nearly half of our budgeted costs for the Summer Sports Classic are allocated for facilities for competition. Additional costs include awards, recognition, meals, and supplies.



Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on **February 28, 2020.**

Name of Sponsoring Organization:
Special Olympics Wyoming

Name of Program or Event:
2020 Special Olympics Wyoming Summer Sports Classic

Contact Information - Please Print
Contact Person: Dan Lang Phone Number: (307) 235-3062 Date: 28FEB20
Address: 239 West 1st St, Casper, WY 82601
Email: fieldservices@specialolympicswy.org
Is this organization a Non-Profit Organization? Yes or No
If so, what is your tax exempt EIN number? 23-7418345

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines
How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The Special Olympics Wyoming Summer Sports Classic contributes to Casper's economy, improves the quality of life for residents, and supports an organization that positively represents Casper on a statewide scale. The economic impact through visitors arriving from over 10 Wyoming communities will support retail, housing, and entertainment businesses in the City. Residents volunteer at the tournament and make a difference in a fellow Wyomingite's life. Special Olympics Wyoming athletes, friends, and families from around the state will enjoy time in Casper and then help to promote all that Casper offers as they return home.

Special Olympics Wyoming believes that this event creates an opportunity for a winning partnership with the City of Casper.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

Casper has a unique combination of facilities that are a great match for our competition needs;

1. North Casper Softball Complex.

2. Casper Municipal Golf Course

3

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

Dates

On what date(s) will this event be held? August 7 & 8, 2020

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

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

How many people do you expect to be **Participants** in this event or program? 225

How many people do you expect to attend this event as **Spectators**? 30

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i> Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$ 500	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"): • \$ 250 (Budget \$ 400) for Awards • \$ 250 (Budget \$ 1,000) for meals, offering two lunches
Date Cash Needed: 08/15 /2020	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the City cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
	<p>Please list the services you require:</p>				
	Description/Purpose	Location	Date	Start Time	End Time
1. EMT's	First responder services at all locations	<ul style="list-style-type: none"> ▪ Golf – Municipal Golf Course ▪ Bowling – El-Marko ▪ North Casper Softball Complex • Cycling – Edness Kimball Park 	8/7/20	8:00	12:00
2. Trash Services	Pick up after the competition	North Casper Softball Complex	8/8/20		4:30 pm
3. Golf Passes	20 Teams of two people each	▪ Golf – Municipal Golf Course	8/7/20	8:00	12:00
Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the City cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
	<p>Please list the facility you require:</p>				
	Purpose	Date	Start Time	End Time	
1. Sports Fields	North Casper Softball Complex for competition – 3 fields	8/8/20	8:00 am	3:30 pm	

Budget Summary		
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$7,850
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).		
1. One new Sponsor TBD – to be requested		\$1,000
2.		/\$
3.		/\$
4.		/\$
Donations (list from whom and whether the donation is committed or to be requested):		
1.		
2.		
3.		/\$
4.		/\$
Applicant Funds :		/\$
Other Funds (please list source(s)):		
1.		/\$
2.		/\$
3.		/\$
4.		/\$
Total Funding:		\$ 4,850
Anticipated Expenses for this program or event (please be as specific as you can).		
1. Awards		\$ 400
2. Facility Rental		\$ 1,000
3. Food and Meals		\$ 1,000
4. Administrative		\$ 4,500
5.		/\$
6.		/\$
7.		/\$
8.		/\$
9.		/\$
10.		/\$
Total Expenses:		\$6,900
Total Revenue minus Total Expenses: profit (loss):		\$2,050

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Attached

Certification

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

Priscilla P. Dowd
Signature

Feb 28, 2020
Date

President & CEO
Title

Special Olympics Wyoming 2020 Summer Sports Classic Budget

2019 Actual

2020 Proposed

INCOME

Assessments	\$ 740	\$ 850
	\$ 740	\$ 850
Corporate Contributions	\$ -	\$ 1,000
One new Sponsor		\$ 1,000
		\$ -
Total Income	\$ 740	\$ 1,850
Internal Transactions	\$ 2,800	\$ 3,000
	\$ 2,800	\$ 3,000
Combined Income	\$ 3,540	\$ 4,850

EXPENSE

Athlete Awards	\$ 1,695	\$ 400
	\$ 1,695	\$ 400
Facility Rental	\$ 607	\$ 1,000
City of Casper (SB Fields)	\$ 75	\$ 75
City of Casper (Golf Course)	\$ 532	\$ 600
El Marko		\$ 325
		\$ -
Fees/Dues/Memberships	\$ -	
Edness Kimball Wilkins Park		
Food/Meals	\$ 315	\$ 1,000
Sam's Club	\$ 82	\$ 250
Friday Meals	\$ 233	\$ 750
Administrative	\$ 4,337	\$ 4,500
Total Expense	\$ 6,953	\$ 6,900
Internal Transactions	\$ 2,800	\$ 3,000
Net Income	\$ 3,413	\$ 2,050



Received 2/26 3:23pm
77

COMMUNITY PROMOTIONS APPLICATION - FY 2020

Please use this application to request support for events and programs that will take place between [redacted] Applications are due in City Hall by 12:00 P.M. On February 28, 2020.

Name of sponsoring organization: Wyoming Central ABATE
Name of program or event: Motorcycle Safety and Awareness Day Run

CONTACT INFORMATION

PLEASE PRINT

Contact person: Mileage & Jessica Rodgers Phone Number: 307-577-9165 Date: 2/26/2020

Address: PO Box 1177/Mills, WY 82644

Email: Mikemileage@aol.com & jessirodgers77@gmail.com

Is this organization a Non-Profit Organization? Yes No

If so, what is your tax exempt EIN number? 2019-000879149

Do they need insurance?
May need cash if so.

EVENT PROGRAM DESCRIPTION

what is the purpose of the event our program, and how does it fit into the mission of your organization?
This events purpose is simply motorcycle awareness. Letting the general public be aware that it spring once again and to please share the highways and byways. These vehicles are much smaller "look twice and save a life".

What will the event be like for someone participating in that?
You would have to be a motorcyclist and experience a car, pickup truck or 18 wheeler bearing down on you a friend are a love one to appreciate what we are trying to accomplish.

How is this event remarkable or unique to the Casper area?
We believe if we have a chance to save someone's life, just one, our time and the public's time by doing a motorcycle awareness procession once a year, it is well worth doing so.

COMMUNITY PROMOTION GUIDELINES

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

It simply does not apply.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

~~It simply does not apply.~~ This run raises awareness regarding biker safety thus improving the lives of those who ride + drive in our community.

EVENT CHANGES

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

It would not be different, other than a new route that the city and Abate has agreed upon.

DATES

On what date(s) will this event be held?

May 2, 2020 from 12 noon to 12:30.

Will Casper be the regular home for this event? **Yes Casper, Glenrock, and Douglas on the same day.**

ANTICIPATED ATTENDANCE AND PUBLIC PARTICIPATION

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

How many people do you expect to be **Participants** in this event or program? **Around 200 motorcyclist**

How many people do you expect to attend this event as **Spectators**? **How would we know that?**

SUPPORT REQUESTED

<p>Cash -Does not apply</p>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
<p>Amount: \$</p>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p>
<p>Date Cash Needed: __/__/20__ Does not apply</p>	<p>The only support requested is no insurance requirements. They are all licensed and insured vehicles. Abate would be more than willing to sign a waiver accepting all responsibilities because all those vehicles are already insured and licensed.</p>

This section does not apply

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
	<p>Please list the services you require:</p>				

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.	Police	Police to block traffic @ intersections			
2.		→ prefer to have one motor police ride in front.			
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
	<p>Please list the facility you require:</p>				

Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

This section does not apply

BUDGET SUMMARY

Anticipated Funding Sources for this program or event. *Do not list any anticipated funding from the City of Casper.*

Entry Fees

Sponsorships (indicate from whom and whether the sponsorship is **committed funds** or **to be requested**).

1.

2.

3.

4.

Donations (list from whom and whether the donation is **committed** or **to be requested**):

1.

2.

3.

4.

Applicant Funds :

Other Funds (please list source(s)):

1.

2.

3.

4.

Total Funding:

\$

Anticipated Expenses for this program or event (please be as specific as you can).

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Total Expenses:

\$

Total Revenue minus Total Expenses: profit (loss):

\$

PAST YEAR'S BUDGET

Please attach a program budget from the last time you held this event, if available.

This section does not apply

CERTIFICATION

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

Signature

February 2, 2020

Date

Treasure/Membership Coordinator

Title



Signature

February 2, 2020

Date

Jessica Rodgers
Events coordinator

Title

Received 2/26 3:23pm
77



COMMUNITY PROMOTIONS APPLICATION - FY 2020

Please use this application to request support for events and programs that will take place between [redacted] Applications are due in City Hall by [redacted]

Name of sponsoring organization: Wyoming Central ABATE

Name of program or event: Motorcycle Toy Run

CONTACT INFORMATION

PLEASE PRINT

Contact person: Mileage & Jessica Rodgers

Phone Number: ^{Mike} 307-577-9165

Date: 2/26/2020

Address: PO Box 1177/Mills, WY 82644

Jessica phone -

Email: Mikemileage@aol.com & jessirodgers77@gmail.com

Is this organization a Non-Profit Organization? Yes No

If so, what is your tax exempt EIN number? 2019-000879149

Do they need insurance?
May need cash if so.

EVENT PROGRAM DESCRIPTION

What is the purpose of the event our program, and how does it fit into the mission of your organization?

Wyoming Central Abate is known throughout the entire nation for giving and sharing of themselves and others. This is just another example of these good deeds.

What will the event be like for someone participating in that?

The folks participating in this event get as much out of the event as the children do. Giving is a powerful thing.

How is this event remarkable or unique to the Casper area?

We believe every child should have a Merry Christmas. The needy children Central Wyoming should be able to smile just like the wealthy children.

COMMUNITY PROMOTION GUIDELINES

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)**

It simply does not apply.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

~~It simply does not apply.~~ **The toys which are collected benefit the children of Casper, Glenrock, & Douglas. It improves their lives.**

EVENT CHANGES

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

It would not be different, other than a new route that the city and Abate has agreed upon.

DATES

On what date(s) will this event be held?

October 3, 2020 from 12 noon to 12:30.

Will Casper be the regular home for this event? **Yes Casper, Glenrock, and Douglas on the same day.**

ANTICIPATED ATTENDANCE AND PUBLIC PARTICIPATION

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

How many people do you expect to be **Participants** in this event or program? **Around 200 motorcyclist**

How many people do you expect to attend this event as **Spectators**? **How would we know that?**

SUPPORT REQUESTED

Cash -Does not apply	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __/__/20__ Does not apply	The only support requested is no insurance requirements. They are all licensed and insured vehicles. Abate would be more than willing to sign a waiver accepting all responsibilities, because all those vehicles are already insured and licensed.

This section does not apply

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Police	Police for traffic control @ intersections				
2.					
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1.					
2.					
3.					
4.					

This section does not apply

BUDGET SUMMARY

Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		
Sponsorships (indicate from whom and whether the sponsorship is <u>committed funds</u> or <u>to be requested</u>).		
1.		
2.		
3.		
4.		
Donations (list from whom and whether the donation is <u>committed</u> or <u>to be requested</u>):		
1.		
2.		
3.		
4.		
Applicant Funds :		
Other Funds (please list source(s)):		
1.		
2.		
3.		
4.		
	Total Funding:	\$
Anticipated Expenses for this program or event (please be as specific as you can).		
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
	Total Expenses:	\$
	Total Revenue minus Total Expenses: profit (loss):	\$

Please attach a program budget from the last time you held this event, if available.

This section does not apply

CERTIFICATION

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

Signature

February 2, 2020

Date

Treasure/Membership Coordinator

Title



Signature

February 2, 2020

Date

Jessica Rodgers
Events coordinator

Title



February 3, 2020

To whom it may concern:

The Casper City Council will set aside funds to support non-profit programs and events that benefit the Casper community. The City can help out by providing special City services, or it can help by lending the use of its parks and facilities.

The Council will be distributing this funding through a process called Community Promotions. An application form and a copy of the funding guidelines have been included with this letter, and an electronic version can be found on the City's website at www.casperwy.gov.

Funds from this period are meant to support specific events that will occur July 1, 2020 through June 30, 2021. We can only waive up to half of the fee for any service or half the rent for any facility. For example – if your organization needs passes to one of our outdoor pools, we cannot give the passes away, but we might be able to offer them to you at half price.

Please submit your applications before the deadline either in person or through regular mail. Applications are due by 12:00 p.m. (noon), February 28, 2020. The funding is limited and there is no guarantee that Council will accept late applications. Please take a moment to think about any upcoming events or programs that you will be running in the next year.

I look forward to hearing from you. If you have any questions or concerns, please contact Fleur Tremel in the City Manager's Office at 235-8215, or via email at ftremel@casperwy.gov.

Sincerely,

A handwritten signature in cursive script that reads "Fleur".

Fleur Tremel
Assistant to the City Manager

~~Anne Robinson~~
- no longer key contact
↳ please update

cafidde@gmail.com

Casey Whiteman

2/28 CW
10:50 AM



Community Promotions Application - FY 2020

Please use this application to request support for events and programs that will take place between [redacted]
Applications are due in City Hall by 12:00 p.m. on February 28, 2020.

Name of Sponsoring Organization:
Wyoming Fiddler's Association District #4

Name of Program or Event:
30th Annual Rocky Mountain Regional Fiddle
Championships and Music Festival

Contact Information - Please Print

Contact Person: Casey Whiteman _____ Phone Number: 3072777444 _____ Date: 2-25-2020 _____

Address: 2255 South Jefferson St Apt B Casper, WY 82601 _____

Email: _cafiddle@gmail.com _____

Is this organization a Non-Profit Organization? Yes _____
If so, what is your tax exempt EIN number? 742034563

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 ½" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** *(Please write in your answer below, and attach another (1) sheet if necessary.)*

Although our goal is to provide quality, affordable, wholesome family entertainment for the general public, we do have special populations that we target for our event.

We target people who are residents of nursing homes, assisted living facilities, senior housing complexes, people with disabilities, low income, senior citizens and veterans.

Throughout the year WFA #4 performs at various places around Casper as a part of a community service. WFA #4 targets people of all ages ranging from children at Head Start and the Child Development Center to the elderly in nursing homes. These are populations that we feel are underserved in our community for exposure to the arts.

We make sure that we extend special invitations to these populations, wherever possible, and then provide a venue compatible to their needs.

We provide free admission for spectators to ensure that anyone who wants to attend, regardless of their financial status, is able to attend this event.

We make sure that the venue we choose for the Rocky Mountain Regional Fiddle Championships & Music Festival is handicap accessible in every way. We have chosen the Ramada Plaza Riverside for several reasons:

Handicap parking and at-the-door drop-off is available.

There is a lot of regular parking available, as well, so participant/spectators don't have to walk much distance to get to the event.

Restrooms are handicap accessible and close to the activity.

Everything we do is on one level and in close proximity.

We are able to provide seating for people using wheelchairs throughout the area where the entertainment takes place so they may sit wherever they would like to sit.

The stage has a ramp so musicians who cannot maneuver stairs have access to the stage.

Food is available on-site.

Handicap sleeping rooms are available.

In addition to the populations listed above, we target people who share our mission to perpetuate the art of old-time fiddling and old-time music. We do everything we can to attract musicians of all ages and abilities and provide them the opportunity to gather with other musicians with common interests. We provide a venue where they can play music with others and learn from each other, where they can compete with their peers for titles and awards, and they can participate in workshops provided by qualified and talented presenters.

It is our goal, also, to encourage spectators of any age who have an interested in playing music, or learning to play music. We provide guidance, if possible, to teachers and methods for learning, and encourage them to join us for our weekly jam sessions if they are interested.

Our primary effort to make our event accessible for people with mental and physical disabilities, older adults, veterans and people living in institutions who wish to attend or participate is our choice of facility. We choose a facility that is handicap accessible in every way possible. The very best location for us is at a hotel that has handicap accessible event rooms, restrooms, restaurant, sleeping rooms and parking.

In addition, we extend special invitations to folks living in senior housing complexes, assisted living facilities and nursing homes and encourage their activity departments to transport their residents to our event in their specially-equipped vans and buses.

Wyoming Fiddlers' Association District #4 provides entertainment at assisted living facilities and nursing homes at least twice a month and tell the residents who attend our performances about the Rocky Mountain Regional Fiddle Championships & Music Festival and encourage them to attend. Quite often, there are family members there who hear about it from us, as well.

We post information about our event at the senior centers in Evansville, Mills and Casper. We will post information at the Veteran's of Foreign Wars post and other veterans facilities in Casper.

We also extend special invitations to the residents of NOWCAP.

We plan to add special invitations to the residents of Central Wyoming Rescue Mission and Seton House this year, as their residents are populations often lack access to the arts.

We reach out to music teachers in the school district to encourage their students to attend and participate, as many children in the district lack access to the arts.

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*
 There really are no changes to be made this year. But it is our 30th consecutive year! We are hopeful to make it fun for everyone involved.

Dates
 On what date(s) will this event be held? July 17-19, 2020
 Will Casper be the regular home for this event? Yes

Anticipated Attendance and Public Participation
 A **participant** is someone who is actively involved in the activity; a **spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!
 How many people do you expect to be **Participants** in this event or program? 50
 How many people do you expect to attend this event as **Spectators**? 200
 Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested	
Cash	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
Amount: \$ 1000.00	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):

Budget Summary ALL NUMBERS ARE APPROXIMATIONS

Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees and Merchandise sales		\$ 1000.00
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).		
1. Corporate Sponsors		\$1500.00
2.		\$
3.		\$
4.		\$
Donations (list from whom and whether the donation is committed or to be requested):		
1. Personal Donations (Senator Charlie Sott, Cliff Scott, Ann and Marvin Robinson, Billie Donovan, John Shields)		\$2700.00
2.		\$
3.		\$
4.		\$
Applicant Funds :		\$
Other Funds (please list source(s)):		
1. Wyoming Arts Council		\$3000.00
2. Wyoming Fiddler's Association District #4		\$2770.00
		\$
4.		\$
Total Funding:		\$10,970

Anticipated Expenses for this program or event (please be as specific as you can).		
1. Postage and printing		\$450.00
2. National Certification and Pictures		\$245.00
3. Advertising		\$1500.00
4. Flyers		\$200.00
5. Liability Insurance		\$475.00
6. Supplies		\$200.00
7. Trophies and Awards		\$4500.00
8. Facility rental and set-up		\$300.00
9. Sound Technician and equipm		\$600.00
10. Per Diem, Mileage, sleeping rooms/special artists/Office Staff		2500.00
Total Expenses:		\$10970.00 CW

The mission of Wyoming Fiddlers' Association District #4 is to perpetuate the art of old-time fiddling. The Rocky Mountain Regional Fiddle Championships and Music Festival promotes the preservation and perpetuation of old-time fiddling and old-time music by providing a venue for musicians to gather, interact, learn, compete for titles and awards, and entertain an appreciative audience. Casper is home to the LAST fiddle contest in this great state. 15 years ago there were 10 contests all over the state and the Casper contest is seen as the "regional" championships for Wyoming, Colorado, Montana, South Dakota, Nebraska, Utah, and Idaho to name a few. The 30th Annual Rocky Mountain Regional Fiddle Championships and music competition will be held during the day on Saturday and will include performances and competition for musicians of all ages and abilities in seven age categories for fiddlers, in addition to novice fiddle, twin fiddle, variety instrument and male and female vocals.

The seven age categories in fiddle, along with the Grand Championships Fiddle competition are certified by the National Oldtime Fiddlers' Association. The Rocky Mountain Regional Fiddle Championships is one of approximately 30 nationally-certified fiddle competitions, and is the only one in Wyoming! There are none in Colorado. The first place contestants in those categories do not have to pay an entry fee at the National Oldtime Fiddlers' Contest in Weiser, Idaho the following June. They are qualified to play in a special category reserved for certified champions, and are given special recognition each time they appear on stage with mention of the Rocky Mountain Regional Fiddle Championships and Wyoming.

The special artists will perform before the lunch break on Saturday, again before the dinner break, and their grand finale performance will be on Saturday night upon completion of the music competition.

The Saturday evening festivities at the Rocky Mountain Regional Fiddle Championships & Music Festival will begin with a performance by members of Wyoming Fiddlers' Association District #4, followed by the Twin Fiddle finals, the Grand Championship fiddle competition and the performance by the special artists/competition judges.

On Sunday morning, music workshops will be presented by Bill McKay, special artist/emcee and others yet to be determined.

Our goal is to provide a quality, affordable, educational, accessible and family-friendly event that meets our mission. In addition, we strive to present an event that is so enjoyable to those participating and attending that they leave saying they can't wait to come back next year. The quality component is met by our ability to attract very talented artists and contestants to this event.

The affordability component is met by our ability, with assistance from the Wyoming Arts Council and other sponsors, to admit spectators to this event free of charge. That way, anyone can attend this event if they wish to do so, regardless of whether or not they have the means to pay.

The educational component is met in a couple of ways. Fiddling is a tradition that is passed down from one generation to another. The jam sessions, both planned and spontaneous, provide opportunities for musicians to learn from one another. In addition, musicians have an opportunity to learn at the workshops that are presented. This also fulfills our mission to perpetuate the art of old-time fiddling.

The accessibility component is met by choosing a completely handicap accessible facility.

The family-friendly component is met by ensuring that the event presents something for people of all ages. There is no alcohol and no smoking in the area where the event is held. We have had

musicians participate ranging in age from three years old to 95 years old. The audience age span has been even greater, from newborn to close to 100 years old.

The "can't wait to come back" component is met by maintaining a friendly volunteer staff who makes those in the audience and the musicians participating feel very welcome and important to us.

Community Promotions Application - FY ~~2017~~ 21

Please use this application to request support for events and programs that will take place between November 1, 2008 and October 31, 2009. Applications are due in City Hall by 12:00 noon on ~~August 3, 2008~~.

February 28, 2020 *RS*

Name of Sponsoring Organization: **Wyoming Juneteenth Education Committee**

Name of Program or Event: **Juneteenth Freedom Celebration**

Contact Information



Contact Person: **Rev. William H. Pierce** Phone Number: **307-237-0831** Date: **June 19, 2021**

Address: **813 North Washington Casper, WY 82601**

Is this organization a Non-Profit Organization? **XX** yes ___ No

If so, what is your tax exempt EIN number? **83-0309705**

Amount Requested

Cash	The City Council can make cash grants to reimburse Community groups for expenses related to the program or event.				
Amount: \$ 500.00	To be used for: Musicians, Food, Advertisements and Building. For the Building of, and Unify People through Education And Fellowship.				
In-Kind Staffing and Services	<i>The City can provide services to a group directly in order to facilitate an event. Services that are typically requested:</i> Security (Police) EMT's Ski Lift tickets/Golf Passes Traffic Control Trash Service (cans / dumpsters) Event Staffing use and Delivery of tables/chairs Baseball Field Preps Museum Passes Poll Passes Litter Control/cleanup				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.	Parade Permit	City of Casper			
2.	Traffic Control	For Parade			
3.	Mayor Proclamation	Campfield Park	06/20/2020	12:00pm	5:00pm
4.	Event Staffing	Campfield Park	06/20/2020	12:00pm	Until
Facilities	<i>Certain City facilities often used for event locations. Please be as specific as possible about which rooms, parks, or sports fields you require:</i> Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks				
Please list the services you require:	Description / Purpose	Date	Start Time	End Time	
1.	Matthew Campfield Park	06/20/2020	12:00pm	Until	
2.	City to Set and Pick Up Tables Chairs	06/20/2020	11:30pm	6:00pm	
3.	Trash Service (cans /dumpsters)	06/20/2020	3:30pm	6:00pm	
4.	N/A				

Continued on back side of this page....

continued from Front...

Event or Program Information

Please describe the event or program. (You may attach up to five 8 1/2 x 11" pages of supporting Material if necessary)
This event will be a day that families will be able come out, join in with other local community members and share in fun, games and fellowship to help promote race relation and community harmony. As well as being a part of history in the making and living.

If this is not a new program or event, how it will be different from last years?

Our intent has always been to promote racial harmony and raise self-esteem of minorities in the community and state. and raise the community awareness of minorities contributions to the building of this country.

How will this event or program benefit the Casper area?

Hotels, Restaurant and other local venders will also reap benefits as will.

This event will not only promote cultural diversity but intellectual and artist diversity as well. This event has already encourage and excited some of our youth and given them and opportunity show there talents. Schools will be encourage to participate in the parade, along with Veterans and other community groups.

On what date(s) will this event be held? June 19, 2009 2021

Will Casper be the regular home for this event? Yes No, its home is:

Anticipated Attendance and Public Participation

How many people do you expect to Actively Participate in or Directly Benefit from this event or program? 50 to 75

How many people do you expect to attend this event as Spectators ? 200 to 250.

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report from after the conclusion of your program or event.

Budget Summary

Anticipated Total Cost of producing this program or event	\$ 1,500.00 to 2,000.00
--	--------------------------------

Anticipated Funding Sources for this program or event. Do not list any Anticipated Funding from the city of Casper		
Entry Fees \$20.00 per vender 10 to 15 venders		\$ 200.00 to 300.00
Sponsorships		\$ 800.00 to 900.00
Donations		\$ 200.00 to 300.00
Imitate the image and other Churches		\$ 500.00
	Total Funding:	\$ 2,000.00
	Anticipated Profit (lost): Total Funding Minus Total Cost	\$ 200.00 to 300.00 (Lost)

Past and Present Budgets

Please attach a current budget for the event or program, with a breakdown into major categories of salaries, supplies, promotional costs, etc. Also, please attach program/event budgets from 2006 and 2007, if available.

	Total Revenue minus Total Expenses: profit (loss):	\$
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Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Certification

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

Casey Whitman
Signature

2-28-2020
Date

President of Wyoming Fiddlers Association District #4
Title

Chairperson of Rocky Mountain Regional Fiddle Championships & Music Festival

Supporting Materials

You are not required to submit other supporting documents, but you may attach up to five pages of supporting material (in addition to this application form and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and other items, will be discarded.

If you have any questions, please contact Peter Meyers in the City Manager's Office at 235-8224

March 1st, 2020

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

FROM: Liz Becher, Community Development Director *LB*
Keith McPheeters, Police Chief
Thomas Solberg, Fire Chief *TS*
Dan Elston, Building Inspection Supervisor (Chief Building Official) *DE*

SUBJECT: Unsafe Structures and Equipment Ordinance

Meeting Type & Date:
Council Work Session, March 10, 2020

Action Type:
Direction Requested

Summary:

City staff is presenting maintenance amendments to the City of Casper Municipal Code concerning the most critical life/safety requirements necessary for human habitation. Currently, the City has extremely limited ability to address those unsafe living conditions, especially in cases when vulnerable residents are renting, and the landlord refuses to make repairs, and/or provide for basic living conditions like heat, water, sewer, or electric. In many cases, these residents have few options available for housing, and are forced to live in these subpar conditions. The City and its partner agencies receive phone calls every week from citizens that are being subjected to horrific living conditions. Unfortunately, most times, the City cannot offer assistance because of a lack of legal authority to intervene.

The purpose of this new ordinance is to provide a legal document that can be enforced by those with authority concerning, substandard living conditions in residential dwelling units, multi-family apartments, and commercial business buildings. The proposed Ordinance of unsafe conditions and equipment can be triggered by complaint, without the need for a permit for inspection. This is often the case, we will receive a complaint but there is no permit that will allow entrance by code for inspection, also we cannot enforce current code requirements since there is no permit in place for construction. Enforcement of this proposed ordinance is already in place in both the International Building Code and the City of Casper Municipal Code.

In order to address the public fears of government overreach, and provide minimum maintenance standards for habitable living for the public safety, specific amendments to the Municipal code could be adopted that address, in limited terms, unsafe structures and equipment. The proposed amendments would address nine (9) specific unsafe conditions which are egregious enough to cause a structure or building to be considered unsafe for human occupancy, or an unlawful structure.

The City of Casper currently enforces the 2018 International Building Code, in this code, Section 116 Unsafe Structures and Equipment has one paragraph [A] 116.1 “Conditions” that addresses unsafe conditions. This is general in nature and does not specifically address each of the nine (9) conditions proposed in the Ordinance. By adopting this Ordinance, it will give definitive parameters for interior living conditions that can be enforced to provide for the safety of the occupants. Staff believes that the proposed maintenance amendments are a pathway to enforcement, and will be complaint-initiated by renters, neighbors, employees, and social service agencies.

The nine (9) specific unsafe conditions are: (Definitions are in the proposed ordinance)

- Means of Egress
- Egress Lighting
- Ventilation
- Fire Hazard
- Heating Facilities
- Electrical systems
- Water systems
- Sanitary drainage
- Vacant structures

Community partners such as the City/County Health Department, Department of Family Services and Meals on Wheels support the City’s efforts to address unsafe living conditions in Casper because of their first-hand knowledge of some of the deplorable living conditions in which their clients live. Letters of support have been attached. In addition, examples of recent unsafe living conditions are being provided by Code Enforcement and Meals on Wheels. The unsafe structures and equipment ordinance was presented to the Contractors Board of Licensing and Appeals on the 21st of February. They reviewed the ordinance and proposed that it be submitted for approval by the City Council.

Financial Considerations:

None

Oversight/Project Responsibility:

Chief Building Official, City of Casper Fire Department - Community Risk Reduction Division, Casper Police Department, and Code Enforcement/Building Inspection Division.

Attachments:

Proposed Ordinance

Letters of support

Complaints

Photos from Natrona County Health Department, Meals on Wheels, and Fire Department

Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 15.02.120 and 15.04.070 of the
CITY OF CASPER MUNICIPAL CODE

WHEREAS, it is the desire of the governing body of the City of Casper to provide, within the City's existing Ordinance structure, a means to protect against and/or remediate STRUCTURES UNSAFE FOR HUMAN OCCUPANCY; and,

WHEREAS, the current Casper Code in Sections 15.02.010 et. seq. addresses one and two family dwellings; and,

WHEREAS, the current Casper Code in Sections 15.04.010 et. seq. addresses structures other than one and two family dwellings;

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

SECTION 1:

Section 15.02.120 of the Casper Municipal Code is created to define and control unsafe structures:

[1] **Unsafe Structures.** An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because the structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

[2] **Conditions.** Structures or existing equipment that are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress, inadequate light, ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or hazardous maintenance as defined herein, shall be deemed unsafe. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary and as provided for in this section.

- A. Inadequate means of egress. Means a safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code. Locked doors shall be able to be readily opened from the side from which egress is to be made without the use of keys, special knowledge or effort, except where permitted by the International Building Code. Emergency escape openings shall be maintained in accordance with the code in effect at the time of construction.
- B. Multi-Family Egress Lighting. Every common hall and stairway in residential multi-family occupancies shall be lighted at all times. Interior and exterior means of egress, stairways shall be illuminated at all times with not less than 1-foot candle at floors, landings and treads.

- C. Ventilation. Every habitable space shall be ventilated by natural or mechanical means. Natural ventilation means each habitable space shall have not less than one operable window. Mechanical ventilation requires supply and return or exhaust air be provided by approved equipment and produce equal amounts of supply and return or exhaust air. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.
- D. Fire Hazard - multi-family dwellings and rental units. The required fire resistant-rated construction, including walls, fire stops, shaft enclosures, partitions, smoke barriers, floors, ceilings and sprayed fire resistant materials shall be maintained to limit the spread of fire and smoke. Existing Fire protection systems shall be inspected and maintained. Smoke alarms shall be installed and maintained in institutional and residential dwellings where required. Carbon Monoxide alarms shall be installed and maintained when applicable.
- E. Heating Facilities. Dwellings shall be provided with an approved heating appliance such as a furnace or boiler capable of maintaining a room temperature of 68 degrees Fahrenheit in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances shall not be used, nor shall portable unvented fuel burning space heaters be used, as a means to provide required heating. Electrical space heaters are allowed for supplemental heat only.
- Exception: Fuel burning space heaters shall be allowed for emergency use only, until repairs are complete on the required approved heating appliance.
- F. Electrical System Hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacles and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.
- G. Water system. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code.
- H. Sanitary Drainage. Plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage septic system. Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects. Prohibited: Sanitary waste shall not be collected, stored or disposed of on any property other than as referenced herein.
- I. A vacant structure that is not secured against entry shall be deemed unsafe.

[3] **Structures unfit for human occupancy.** A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by ordinance or code, or because the location of the structure or the facility or equipment within the structure constitutes a hazard to the occupants of the structure or to the public.

[4] **Unlawful Structure.** An unlawful structure is one found whole or in part to be occupied by more persons than permitted by code, or was erected, altered or occupied contrary to law.

SECTION 2:

Section 15.04.070 – Section 105.1 is amended to read:

Section 105.1 – Structures Unsafe for Human Occupancy

[1] **Unsafe Structures.** An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because the structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

[2] **Conditions.** Structures or existing equipment that are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress, inadequate light, ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or hazardous maintenance as defined herein, shall be deemed unsafe. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary and as provided for in this section.

- A. Inadequate means of egress. Means a safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code. Locked doors shall be able to be readily opened from the side from which egress is to be made without the use of keys, special knowledge or effort, except where permitted by the International Building Code. Emergency escape openings shall be maintained in accordance with the code in effect at the time of construction.
- B. Multi-Family Egress Lighting. Every common hall and stairway in residential multi-family occupancies shall be lighted at all times. Interior and exterior means of egress, stairways shall be illuminated at all times with not less than 1-foot candle at floors, landings and treads.
- C. Ventilation. Every habitable space shall be ventilated by natural or mechanical means. Natural ventilation means each habitable space shall have not less than one operable window. Mechanical ventilation requires supply and return or exhaust air be provided by approved equipment and produce equal amounts of supply and return or exhaust air.

Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

- D. Fire Hazard - multi-family dwellings and rental units. The required fire resistant-rated construction, including walls, fire stops, shaft enclosures, partitions, smoke barriers, floors, ceilings and sprayed fire resistant materials shall be maintained to limit the spread of fire and smoke. Existing Fire protection systems shall be inspected and maintained. Smoke alarms shall be installed and maintained in institutional and residential dwellings where required. Carbon Monoxide alarms shall be installed and maintained when applicable.

- E. Heating Facilities. Dwellings shall be provided with an approved heating appliance such as a furnace or boiler capable of maintaining a room temperature of 68 degrees Fahrenheit in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances shall not be used, nor shall portable unvented fuel burning space heaters be used, as a means to provide required heating. Electrical space heaters are allowed for supplemental heat only.

Exception: Fuel burning space heaters shall be allowed for emergency use only, until repairs are complete on the required approved heating appliance.

- F. Electrical System Hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacles and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

- G. Water system. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code.

- H. Sanitary Drainage. Plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage septic system. Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects. Prohibited: Sanitary waste shall not be collected, stored or disposed of on any property other than as referenced herein.

- I. A vacant structure that is not secured against entry shall be deemed unsafe.

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facility or equipment within the structure constitutes a hazard to the occupants of the structure or to the public.

[4] **Unlawful Structure.** An unlawful structure is one found whole or in part to be occupied by more persons than permitted by code, or was erected, altered or occupied contrary to law.

[5] **Unlawful Activity.** It shall be unlawful for any person, firm, or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy, or maintain any building or structure in the city, or cause or permit the same to be done, in violation of this code.

SECTION 3:

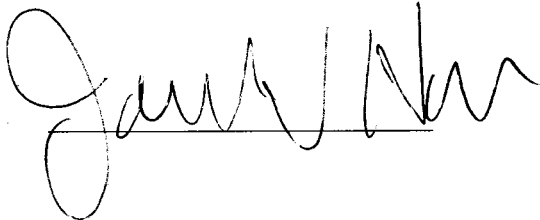
This ordinance shall be in full force and effect from and after passage on three readings and publication.

PASSED ON 1st reading the _____ day of _____, 2020.

PASSED ON 2nd reading the _____ day of _____, 2020.

PASSED, APPROVED, and ADOPTED on the 3rd and final reading the _____ day of _____, 2020.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING

A Municipal Corporation

Fleur D. Tremel
City Clerk

Steven K. Freel
Mayor

Letters of Support
Probation and Parole
Health Department
Wyoming Rescue Mission

Dan Elston

From: Scott Wonser <scott.wonser@wyo.gov>
Sent: Thursday, February 13, 2020 11:11 AM
To: Dan Elston
Cc: KC Hunsicker
Subject: Re: Unsafe Structures Ordinance

Mr. Elston, I am forwarding your request to Agent KC Hunsicker via this email. He will share the request with our staff to get a list of issues we have become aware of. He will report that info directly to you. His email is kc.hunsicker@wyo.gov and his phone extension is 297 at our office number 234-2261. We look forward to seeing the City take some action on this matter. A residence without heat and/or water is just one step above sleeping on the streets.

Scott N. Wonser
District 7 Manager
Wyoming Dept of Corrections-Field Services
Adult Probation/Parole - Casper Office
307-234-2261 ext 239 work cell: 307-277-4528

"E-mail to and from me, in connection with the transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties."



On Thu, Feb 13, 2020 at 9:37 AM Dan Elston <delston@casperwy.gov> wrote:

Mr. Wonser,

Thankyou for taking my call this morning.

I am currently gathering information to include in a Memo to City Council for adopting into the City of Casper Muni-code, an ordinance that addresses **Unsafe Structures and Equipment, and Structures Unfit for Human Occupancy**. In this ordinance there are nine conditions that are cited, Means of Egress, Lighting, Ventilation, Fire Hazard, Heating Facilities, Electrical Systems, Water systems, Sanitary drainage, and vacant structures. Any added information that can be included by your department would help in educating the Council and the public of the need for this code.

Currently the City has no legal recourse when complaints are called in to address these issues, the Health Department also has no way to enforce unless the problem involves the public way or a neighboring property. This ordinance will be particularly beneficial for occupants of apartments or dwellings that landlords do not maintain per minimum code standards.

I do not need names or addresses, just examples of situations your department has encountered in the past.



**CASPER-NATRONA
COUNTY HEALTH DEPARTMENT**

January 6, 2020

Dan Elston
City of Casper Building Department
200 North David
Casper WY 82601

To Whom It May Concern;

This is a letter of support for the implementation of Property Maintenance Codes by the City of Casper Building Department.

Poor-quality housing is associated with various negative health outcomes, including chronic disease, injury, and poor mental health as well as have harmful effects on early childhood development.

- Lead poisoning irreversibly affects brain and nervous system development, resulting in lower intelligence and reading disabilities.
- Substandard housing such as water leaks, poor ventilation, dirty carpets and pest infestation can lead to an increase in mold, mites and other allergens associated with poor health.
- Cold indoor conditions have been associated with poorer health, including an increased risk of cardiovascular disease. Extreme low and high temperatures have been associated with increased mortality, especially among vulnerable populations such as the elderly.
- Residential crowding has been linked both with physical illness, such as tuberculosis and respiratory infections and with psychological distress among both adults and children.

The Department of Health and Human Services, Healthy People 2020, includes quality of housing as one of the social determinants of health. The Community Health Needs Assessment conducted jointly by the Casper-Natrona County Health Department and the Wyoming Medical Center identified safe and affordable housing as an area of concern and a work group is in place to attempt to address this issue through the through the Community Health Improvement Plan.

On a personal note, I am an Occupational Therapist that provided home health services for over ten years. Some of the houses that I was in were horribly cluttered and unsafe to maneuver within the house and also puts limitations on the emergency medical services that could be provided. Houses with clutter outside the home can become hazardous with risks of falls, sanitation and harboring animals that carry disease. Some of our most vulnerable populations are unable to care for the home and area which puts them at risk, as well as family and medical providers and the safety of the community at risk. I would hope and encourage that Fire and

CasperPublicHealth.org

Phone: 307.235.9340 Fax: 307.237.2036 Address: 475 S. Spruce Street, Casper, WY 82601



**CASPER-NATRONA
COUNTY HEALTH DEPARTMENT**

Police have a voice at the table as they have experienced firsthand some of the safety and health concerns that limit our overall health and protection.

The Casper-Natrona County Health Department fully supports the City of Casper Building Department in their proactive efforts to ensure safe and quality housing for the individuals living in the City of Casper.

Please let me know if you have any questions or would like additional information.

Respectfully submitted,

Anna M. Kinder, M.S.OTR/L

Executive Director

Casper Natrona County Health Department



PO Box 2030 Casper, WY 82602-2030 307.265.3002 wyomission.org

February 26, 2020

Dan Elston
City of Casper
200 N David, Rm 205
Casper, WY 82601

Dear Dan:

As we serve to empower homeless and impoverished individuals and families to achieve independence and productive community engagement, we've observed through the years many challenges our guests face. In particular, one challenge low income individuals face relates to City codes, or lack thereof, defining a basic standard of habitability for rental properties.

As there are laws protecting landlords from bad tenants, we would advocate for the City to develop a simple and enforceable set of modern habitability standards to protect tenants from grossly negligent landlords. Perhaps with this the City could consider a program to financially incentivize qualifying low income landlords with assistance toward updating property in code violation with upgrades.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Brad Hopkins", with a long horizontal flourish extending to the right.

Brad Hopkins
Executive Director

Complaints

Received By

Code Enforcement

Building Division

Meals on Wheels

County Health Department

Cheryl Metzger

From: notification@civiclive.com
Sent: Saturday, December 7, 2019 11:54 AM
To: Cheryl Metzger
Subject: Code Enforcement Complaint Form 2019-12-07 11:54 AM(MST) Submission Notification

Code Enforcement Complaint Form 2019-12-07 11:54 AM(MST) was submitted by Guest on 12/7/2019 1:54:06 PM (GMT-07:00) US/Mountain

Name	Value
Date	12/7/2019
Your First Name	
Your Last Name	
Email Address	
Street	
City	Casper, WY
Zip Code	82601
Home Telephone:	
Cell Telephone	
Work Telephone	

Please describe the complaint Every time the wind blows, like it is today, rotten shingles blow off the roof of the unoccupied house next door at #929, hitting my home and littering my yard with the debris. Is there any way you can have the property owner correct this ?

To view this form submission online, please follow the link below:

<http://www.casperwy.gov/form/one.aspx?objectId=16266291&contextId=161514&returnto=submissions>

Cheryl Metzger

From: notification@civiclive.com
Sent: Saturday, October 19, 2019 10:06 PM
To: Cheryl Metzger
Subject: Code Enforcement Complaint Form 2019-10-19 10:05 PM(MST) Submission Notification

Code Enforcement Complaint Form 2019-10-19 10:05 PM(MST) was submitted by Guest on 10/20/2019 12:05:58 AM (GMT-07:00) US/Mountain

Name	Value
Date	10/19/2019
Your First Name	
Your Last Name	
Email Address	
Street	
City	Casper
Zip Code	
Home Telephone:	
Cell Telephone	
Work Telephone	

Please describe the complaint

My landlord never pays any of the bills on time! Our water and our electric are almost always off 5-9 days a month because she doesn't pay it on time! She also never makes sure that the apartments are health code safe! My apartment is in between two and there is a terrible leak underneath the whole layout! I am positive there is black mold in all three apartments! Mine alone has cause respiratory issues for my wife! Hope this is enforced! Thanks

To view this form submission online, please follow the link below:

<http://www.casperwy.gov/form/one.aspx?objectId=16134496&contextId=161514&returnto=submissions>

Katie May

From:

Sent:

To:

Subject:

[REDACTED]
Wednesday, December 4, 2019 5:07 PM

Katie May
[REDACTED]

Katie,

In regards to helping Bonnie out, learn alot on the condition of the home is in very bad shape, with debris and trash inside and out mice crawling on my feet, the roof is leaking into her bedroom and water and mold all over her mattress. She throw all her trash in the back porch instead of taking to alley dumpster. Porch is full of trash bags. Neighbors are complaining about mice and crawling on window seals. Garage is also full of junk and trash. There is a path you can only walk thru the house cause there is so much trash. She lived with no water and only use bucket to use the restroom, #1 and #2 in!!!!

Took care of her dog Betsy, for 3 weeks and then she went back home metro remove dog from home cause of condition and adopted her to a nice family. Hopefully i can find the picture in my phone, has you know I'm a Realtor and my phone is full of pictures of houses. If you have question please contact me at numbers below...

Dan Elston

From: Dan Elston
Sent: Monday, February 10, 2020 4:13 PM
To: [REDACTED]
Subject: Building Temperatures

Dan,

I received a call from a non-employee concerning the temperature in perimeter offices and areas [REDACTED] located [REDACTED] E 2nd St. Casper, Wyoming.

I went to the store and walked through the offices behind the [REDACTED], [REDACTED] and the [REDACTED]. These areas do not meet the temperature control design per the International Mechanical Code.

The 2018 International Mechanical Code section 309 **Temperature Control States:** Interior spaces intended for human occupancy shall be provided with active or passive space-heating systems capable of maintaining an indoor temperature of not less than 68 degrees F. (20-C) at a point 3 feet above the finished floor on the design heating day. The installation of portable space heaters shall not be used to achieve compliance with this section.

It is the desire of the City of Casper that this building be brought into compliance with this code section. Please respond.

Dan Elston CBO
City of Casper
Building Dept.

Dan Elston

From: [REDACTED]
Sent: Wednesday, February 19, 2020 11:28 AM
To: Dan Elston
Cc: Ruth Heald
Subject: Housing Maintenance Ordinances

Good Morning Dan,

Ruth reached out to me because we spoke last year when I was having public health concerns about my neighbor. Last summer I began contacting all the bureaucratic offices I could think of that may be able to assist me with Carl's filth. I contacted the fire department, health department, city of Casper and even DFS. The only help I was able to get was from Sheryl with the city of Casper. Sheryl was able to do what the law allowed her to do which was notify Carl of the codes he was violating and then after no action was taken eventually have a city crew come clean the property. The city did what they were allowed to do but it still was not enough. Even after the clean up the property was still an eye-sore, but at least it helped with the rodents that were coming to visit because of it and the odor that was projecting from the property.

I literally live on one of the busiest streets in Casper and was struggling with mice, racoons, skunks and Lord knows what else. I understand living in Wyoming we are subject to little critters, but this was no longer a little issue, I would rather move back to the mountain and deal with mountain lions! I had hundreds of mice coming under the fence. We had numerous mommy and baby racoons that just stayed in the area because their food supply never left. There is only so much a person can take. Being that we live in the city I cant shoot the critters. Metro advised us to come get cages and trap them. I understand that is Metro's protocol but I do not have the time or courage to trap mommy racoons or skunks. We can't poison the mice, we have pets who like to eat the mice and then would be subject to the poison. This also eliminates traps because my animals or child may get caught in the trap.

I have a 2 year old son and one of the biggest reasons we bought our home is because of the central location to everything and the great back yard. Last summer we could hardly play in our yard because of the mice and mice carcasses. They were everywhere. Then the odor, oh the odor! As we know the wind blows and the smell that would blow into our yard and home from his property is indescribable. I finally had to figure out what the smell was. I got a ladder and looked over the fence to find garbage sacks full of used adult diapers. Amongst hundreds of other bags of trash, but the diapers is what I could clearly identify that the critters had been digging into. The worst part of the adult diapers is the woman who used them went to live in the nursing home over 6 months prior. This just goes to show he never takes the trash out, he just throws the bags in the back yard. We have alley access dumpsters that the City takes every Monday. Over 3 years ago I actually called the City and requested another dumpster, the City complied and gave our alley another dumpster, but the neighbor never uses it. It is directly out his back fence he doesn't even have to walk up or down the alley. I once received a letter from the city that we needed to trim the weeds in the alley behind our fence. I had no idea this was our responsibility. Right away we addressed the weeds and continue to do so. I can't help but think; I can be fined for not trimming 12 inches of weeds, but the neighbor can live like this?

I have exhausted every route I can think of to get some help. I even have a great relationship with the family of Carl who also is disgusted by his living habits. We do not have a great relationship with Carl as we have had to call the police on him for being on our property and refusing to leave as well as urinating on my husbands pick up and peeping through our windows. I believe Carl struggles with some recent mental deficits. I am not trying to discriminate against him, but if there were ordinances in place that every homeowner had to follow maybe he would better understand that his living conditions affect others around him.

My purpose of writing this is not to have the city crack down and say we all have to live in landscaped gorgeous properties, but we do need to have some reasonable expectations and a clear boundary of what is acceptable and what is not. Causing damage to my property values, exposing my family and pets to the diseases that may be carried in the critters and having human feces rotting away for months on end is absolutely not acceptable. I am in full support of any ordinances you may be trying to pass. Please let me know in any way I can assist.

Thank you for your time,

Dan Elston

From: Ruth Heald <rheald@cnchd.org>
Sent: Tuesday, December 10, 2019 12:30 PM
To: Dan Elston
Subject: Re: Property Maintenance Code
Attachments: Housing Complaints 12_2019.docx

Hello Dan

Environmental Health Division periodically receives calls from residents regarding housing conditions in the City of Casper. The calls primarily come from renters and most frequently involve mold, plumbing leaks, no water or no heating. In other instances the complaints are from neighbors regarding conditions of neighboring properties. Additionally, there are complaints of bedbugs or cockroaches. Generally these issues are a result of the transient nature of the occupants and may not be readily addressed under a property maintenance code.

I have attached a chart listing the documented calls Environmental Health has taken over the past five years. It includes only properties in the City of Casper. This does not reflect all of the calls taken, as some are not documented since the Health Department does not have regulatory authority for housing. It does not include home assessment referrals from DFS which deal primarily with cleanliness and sanitation issues. If it would help I can get you numbers for DFS home assessments. Let me know.

9/27/19

- Renters came in & found rat holes and droppings
- Vent fan runs but fan does not turn
- windows painted shut

PHONE CALL

FOR 77 DATE 11/12/19 TIME 11:30 AM P.M.

M. _____

OF: _____

PHONE _____

AREA CODE _____ NUMBER _____ EXTENSION _____

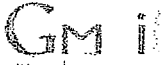
MESSAGE Cookroaches in apartment heater, kitchen sink leaks into hallway. Michael was using his money to fix stuff in place of rent per previous tenant. now they evicted him

PHONE	PRIVACY
OF:	RETURNED YOUR CALL
PHONE	PLEASE CALL
MESSAGE	WILL CALL AGAIN
_____	CALLER ID
_____	WANT TO

UNIVERSAL 48008

The bathroom sink is falling out of the wall. The shower head is loose. He has cardboard as a door to his room with no flooring. He put that up to stay warm.

He said if someone were to look in the crawl space they would see the out of code wiring. Oh and zero smoke/ carbon monoxide detectors.



Fwd: New submission from Whistle Blower

2 messages

Sun, Jun 30, 2019 at 12:37 PM

To: Ruth Heald <rheald@cnchd.org>

Hi
I think I know the answers but can you please advise. Thank you.
Anna

----- Forwarded message -----

Date: Sun, Jun 30, 2019, 9:01 AM
Subject: New submission from Whistle Blower

What would you like to report?

Hoarding/fire danger/rodent infestation

Date of Infraction

05/01/2018

Can you briefly describe the event?

I am wondering if you could let me know who I would contact through the city about lodging a complaint about a neighbor living in extremely unsafe living conditions that are effecting our home.

There are massive weeds and overgrowth along with thousands of pounds of debris building up. The odor and overgrowth are attracting varmints of all sizes. We have had skunks, raccoons and an extreme amount of mice.

This particular neighbor was living in a camper trailer outside of the home all of last year because the home is in such shambles. Said neighbor also has a periodic fire going in a fire pit. I am so worried for the safety of my family that a fire could so easily become uncontained with the debris and overgrowth so uncontrolled.

This neighbor has a home in North casper that is condemned and he is begging to do the same thing to his mother's house that he resides in. His mother is in a nursing home and I have reached out to the power of attorney who is more than willing to aid in anyway he is able for the forceful clean up of this property.

I am concerned about this neighbors mental wellbeing and scared for the safety of my family in the event that he finds out I have complained. If at all possible I would like to keep this confidential, but I need some immediate action taken.

If you can help in any way I would greatly appreciate it.



CASPER-NATRONA
COUNTY HEALTH DEPARTMENT

December 10, 2019

2015		
1824 Fremont Ave	Sewage back up	
351 N. Forest	Dog feces in neighbor's yard	
1103 S. Poplar	Apartment flooded from upstairs apartment	
3870 E. 8 th Str	Cockroaches causing daughter's asthma	Apt. complex
204 E. 2 nd Str	Bed bugs	Apt. complex
2016		
1145 Cottonwood	Mold	
1126 E 2 nd	People living in back of commercial building	
941 E. 23 rd	Black mold	
1037 N. Durbin	Surfacing sewage	
549 S. Lincoln	Surfacing sewage	
2017		
3870 East 3 rd	Rusty/black water comes from taps	Apt. complex
2931 Zion Ln	Pigeons	Apt. complex
2401 Grandview	Sewage back up, apt. flooded	Apt. complex
2401 Grandview	Sewage backup, 2 nd complaint	Apt. complex
1016 S. Washington	No water, human feces, mice (CFD/EMS complaint)	
2931 Zion	Pigeons	
2018		
1250 N. Center	Surfacing sewage	
1212 W. 12 th	Neighbor complaint; no water, occupant defecating in yard	
3881 Gannett	Mold causing illness	Apt. complex
?	Cockroaches	Apt. complex
1504 Cody Ave	Mold	Rental
2019		
2401 Grandview	Sewage backup, apt. flooded	Apt. complex
2935 E. 12 th Str	Neighbor complaint; garbage, debris in yard	
2401 Grandview	Cockroaches, rats, mold, no smoke detectors	Apt. complex
1654 Fetterman	Neighbor complaint, mold	Rental
700 East A Str	No heat, cockroaches	Apt. complex
2300 E. 18th	No heat, no water	Apt. complex

CasperPublicHealth.org

Phone: 307.235.9340 Fax: 307.237.2036 Address: 475 S. Spruce Street, Casper, WY 82601

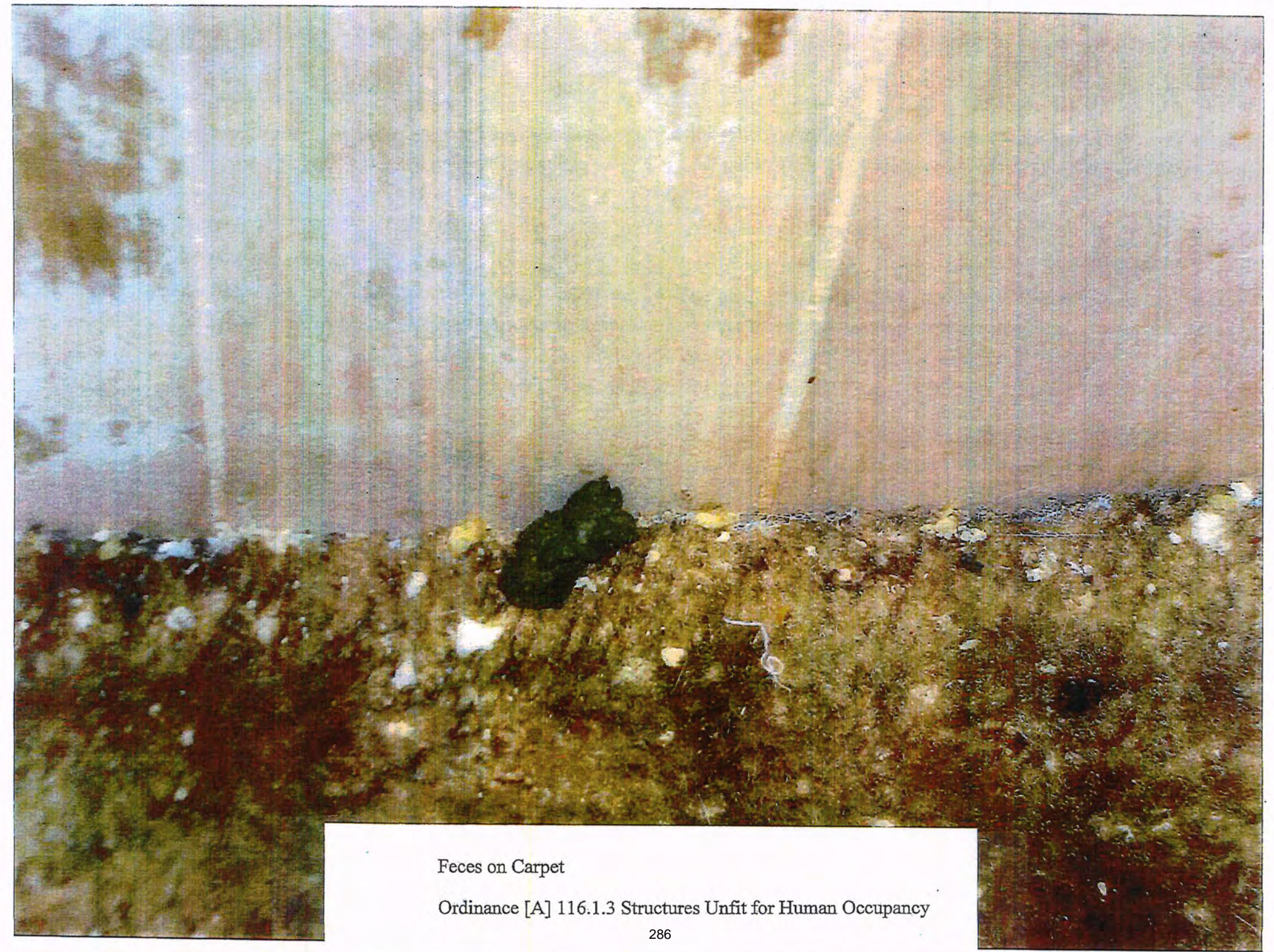
Photo Gallery

Health Department

Meals on Wheels

Casper Fire Department
Community Risk Reduction Division

Health Department



Feces on Carpet

Ordinance [A] 116.1.3 Structures Unfit for Human Occupancy

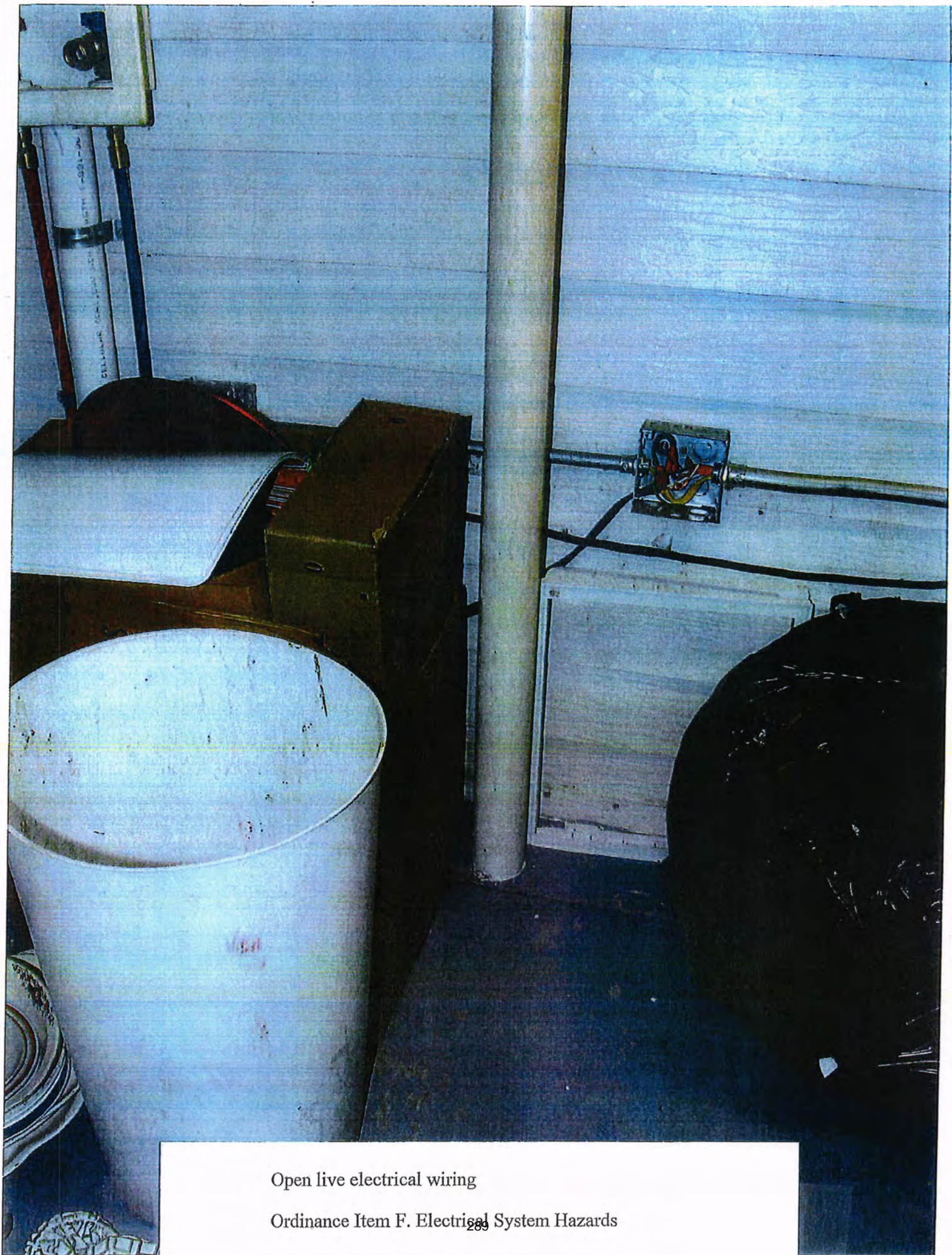


Human Feces spread on wall

Ordinance [A] 116.1.3 Structures Unfit for Human Occupancy



Improperly supported p-trap, unknown leakage,
Ordinance Item H. Sanitary Drainage
288



Open live electrical wiring

Ordinance Item F. Electrical System Hazards

ANTS



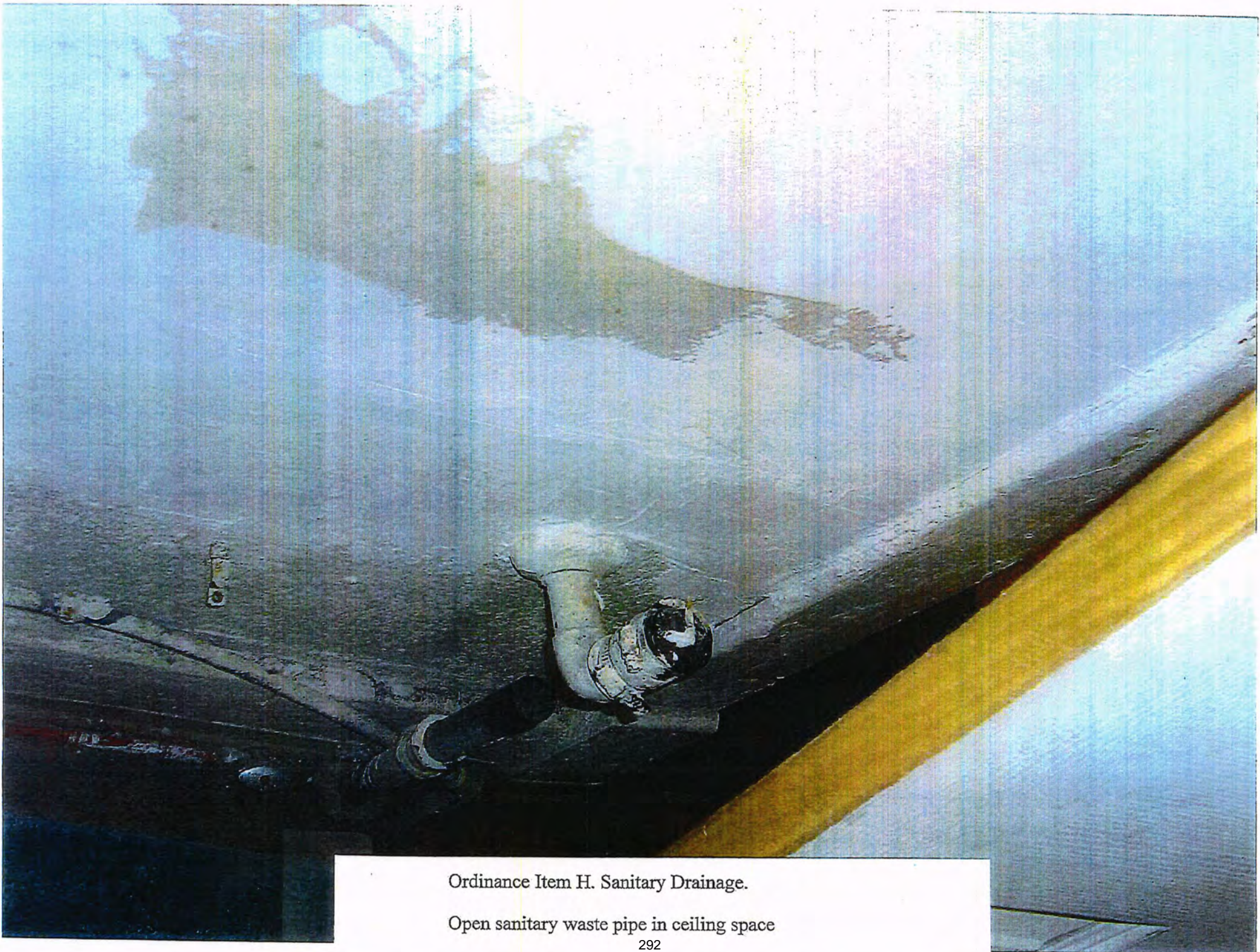
Ants

Ordinance [A] 116.1.3 Structures Unfit for Human Occupancy



Fly Strip

Ordinance [A] 116.1.3 Structures unfit for Human Occupancy
291

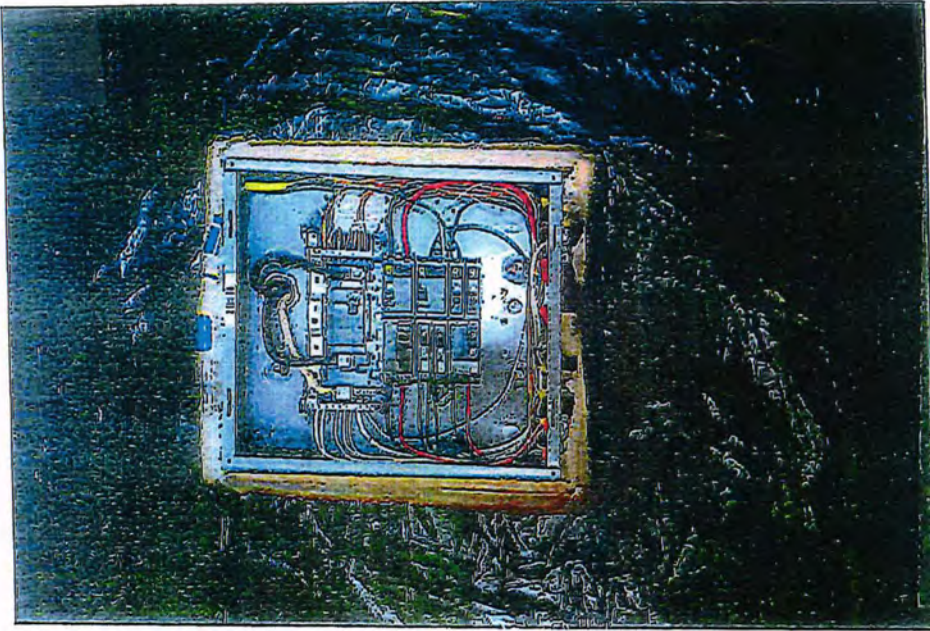


Ordinance Item H. Sanitary Drainage.

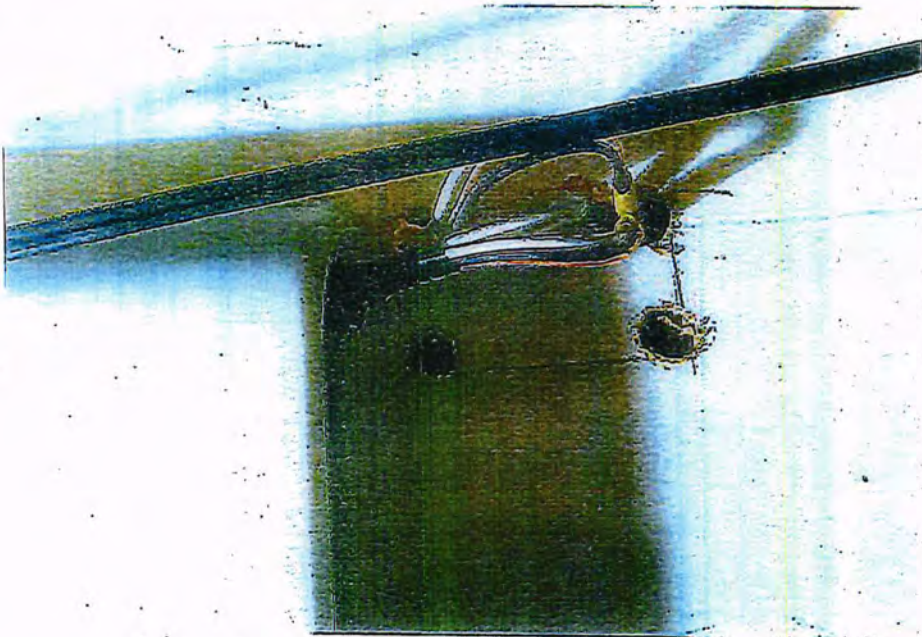
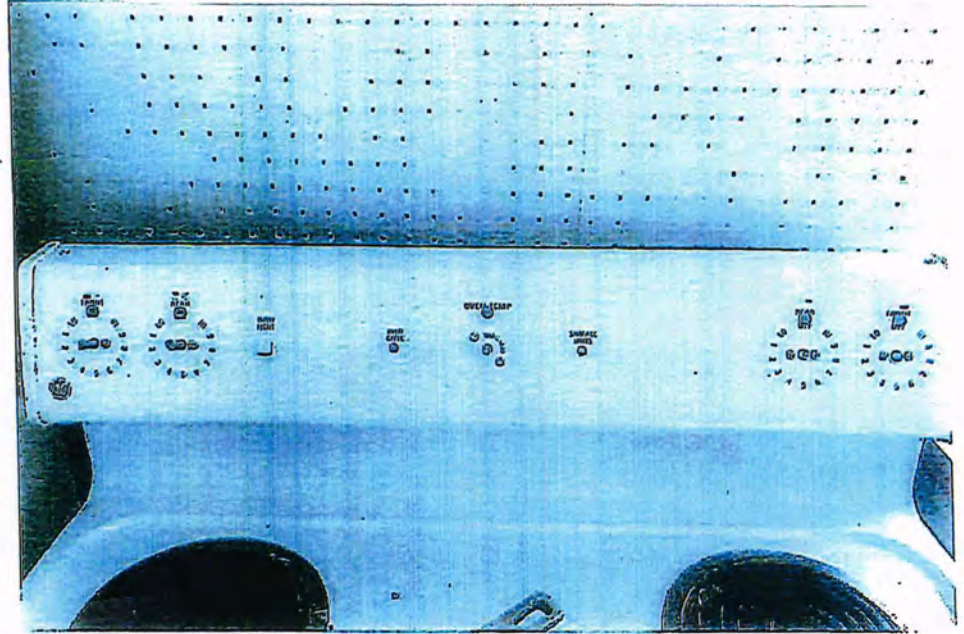
Open sanitary waste pipe in ceiling space

Meals on Wheels

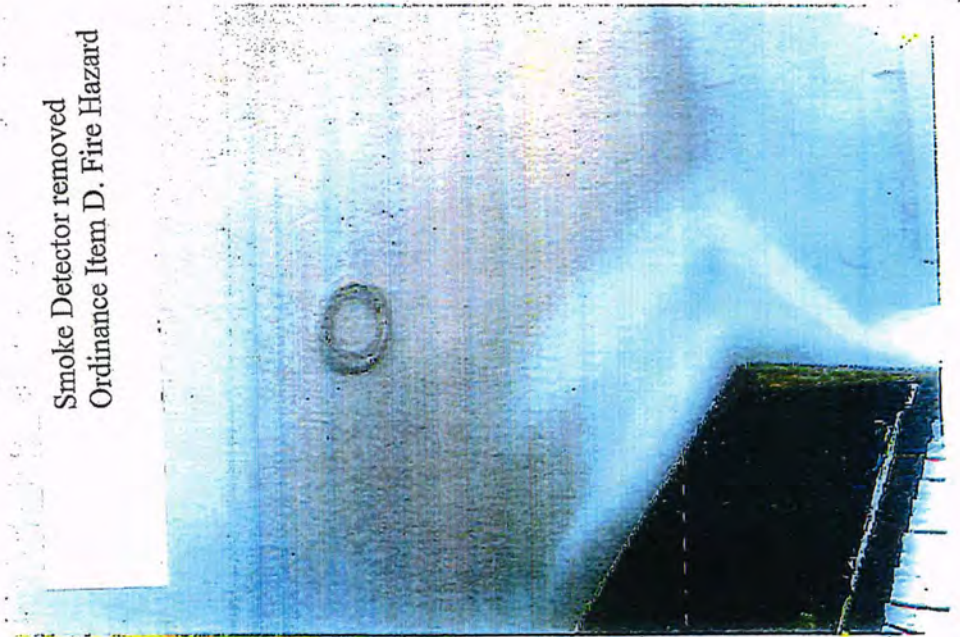
Open breaker panel, live wiring
Ordinance Item F. Electrical System Hazards

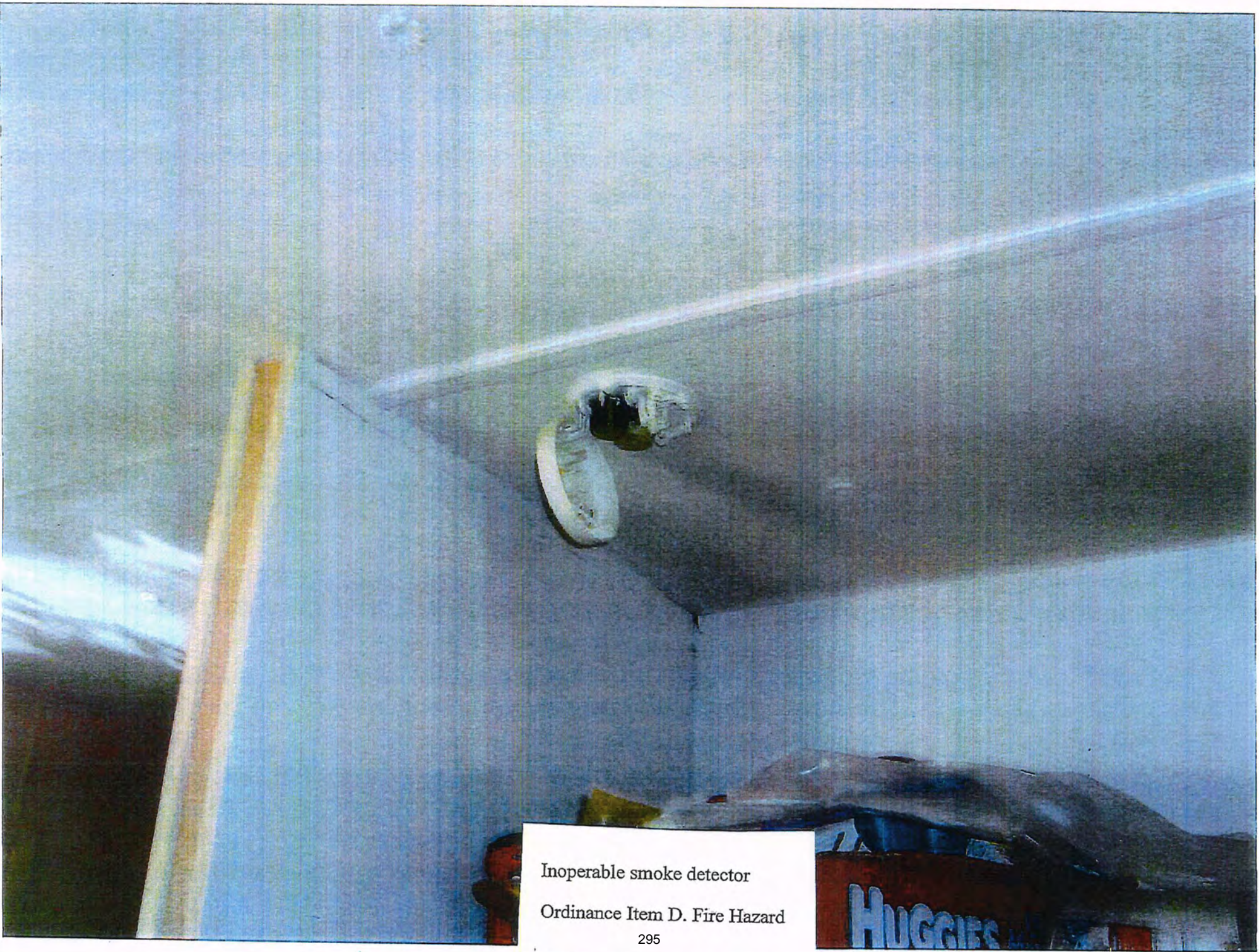


Knobs missing on electric stove
Ordinance Item F. Electrical System Hazards



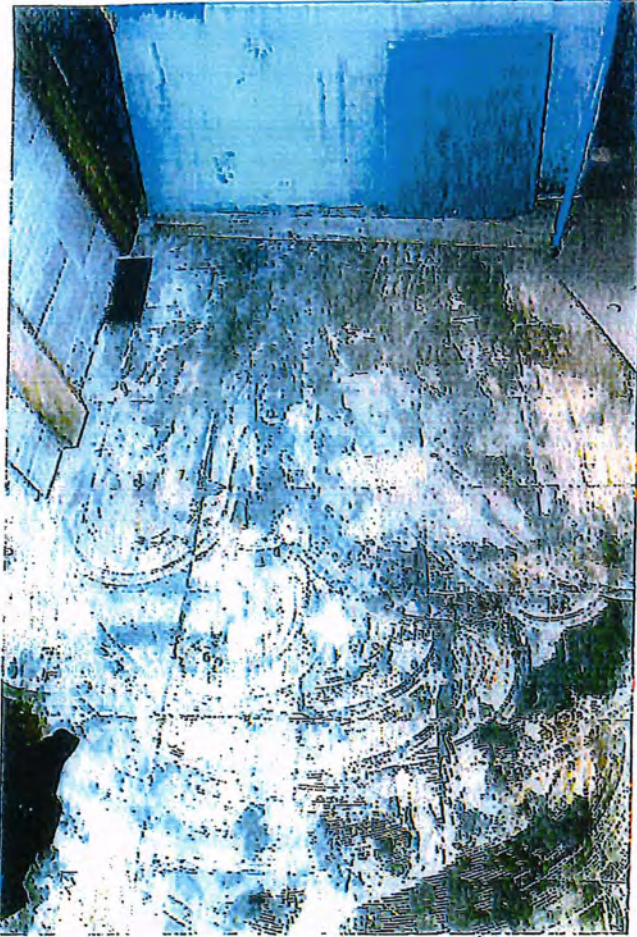
Smoke Detector removed
Ordinance Item D. Fire Hazard





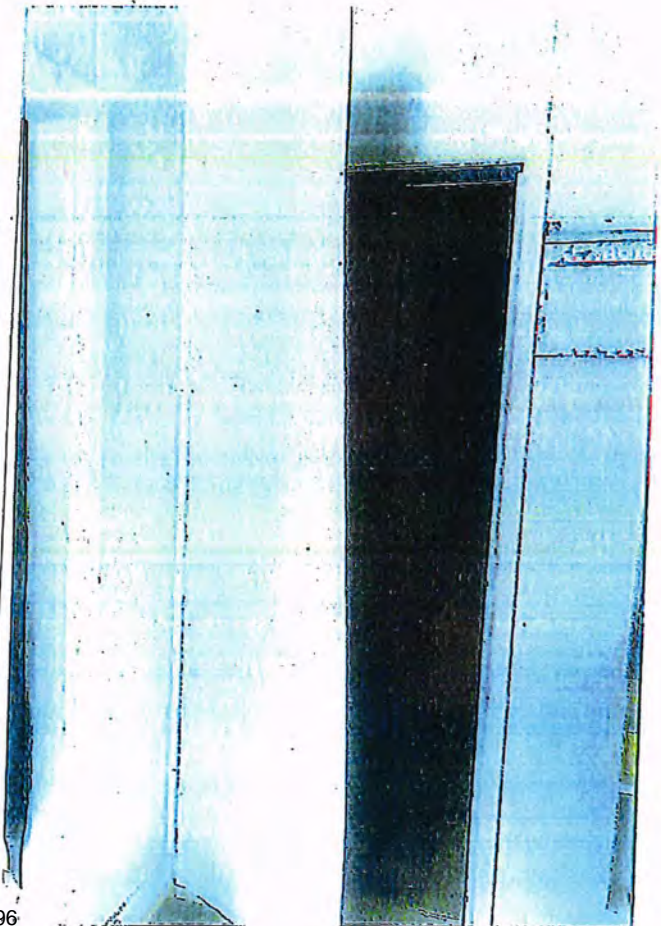
Inoperable smoke detector

Ordinance Item D. Fire Hazard



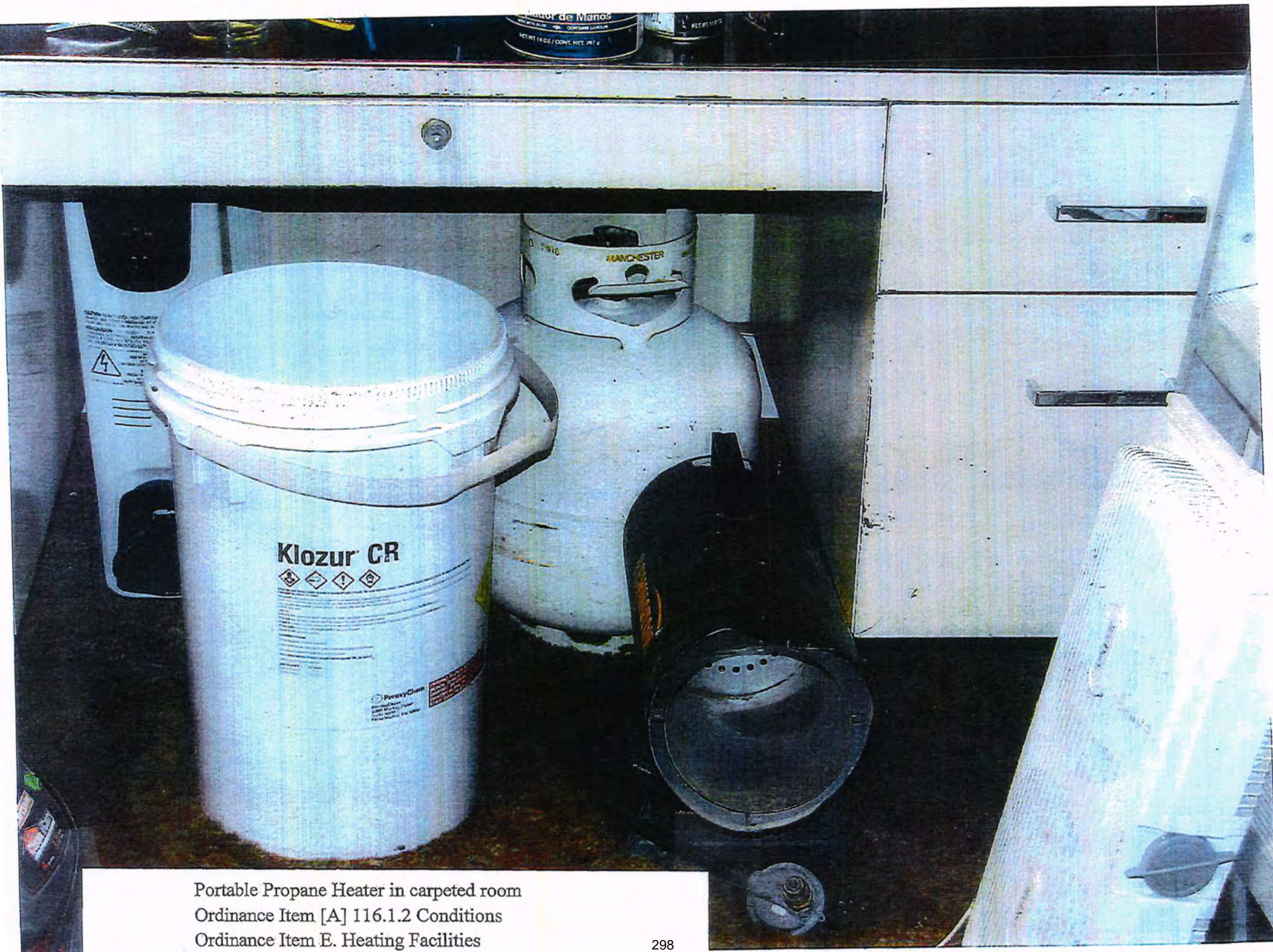
Removed floor covering exposing possible asbestos
Ordinance [A] 116.1.3 Structures Unfit for Human Occupancy

Cardboard Door
Ordinance [A] 116.1.3 Structures unfit for Human Occupancy
Ordinance Item A. Inadequate Means of Egress

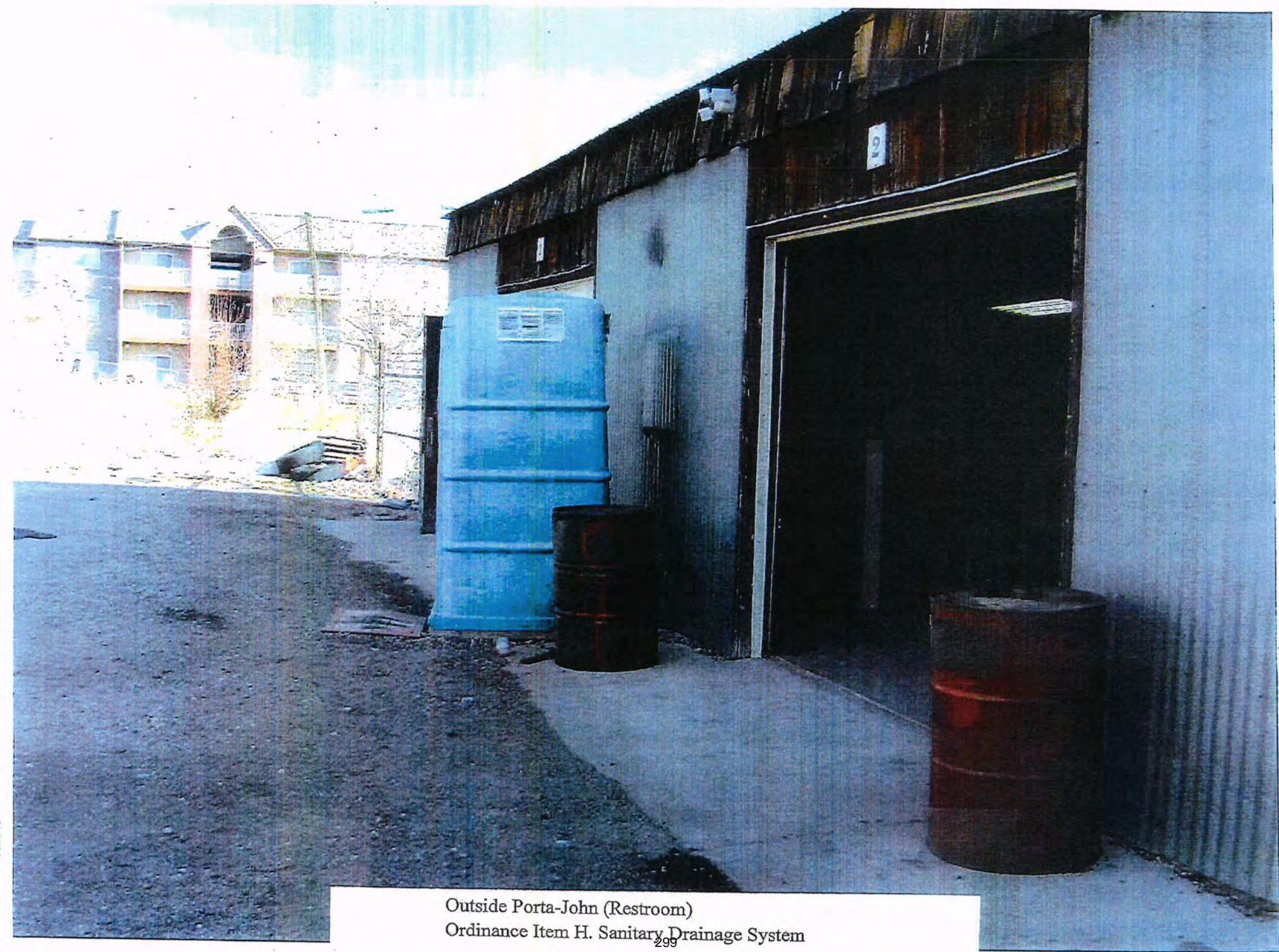


Community Risk Reduction

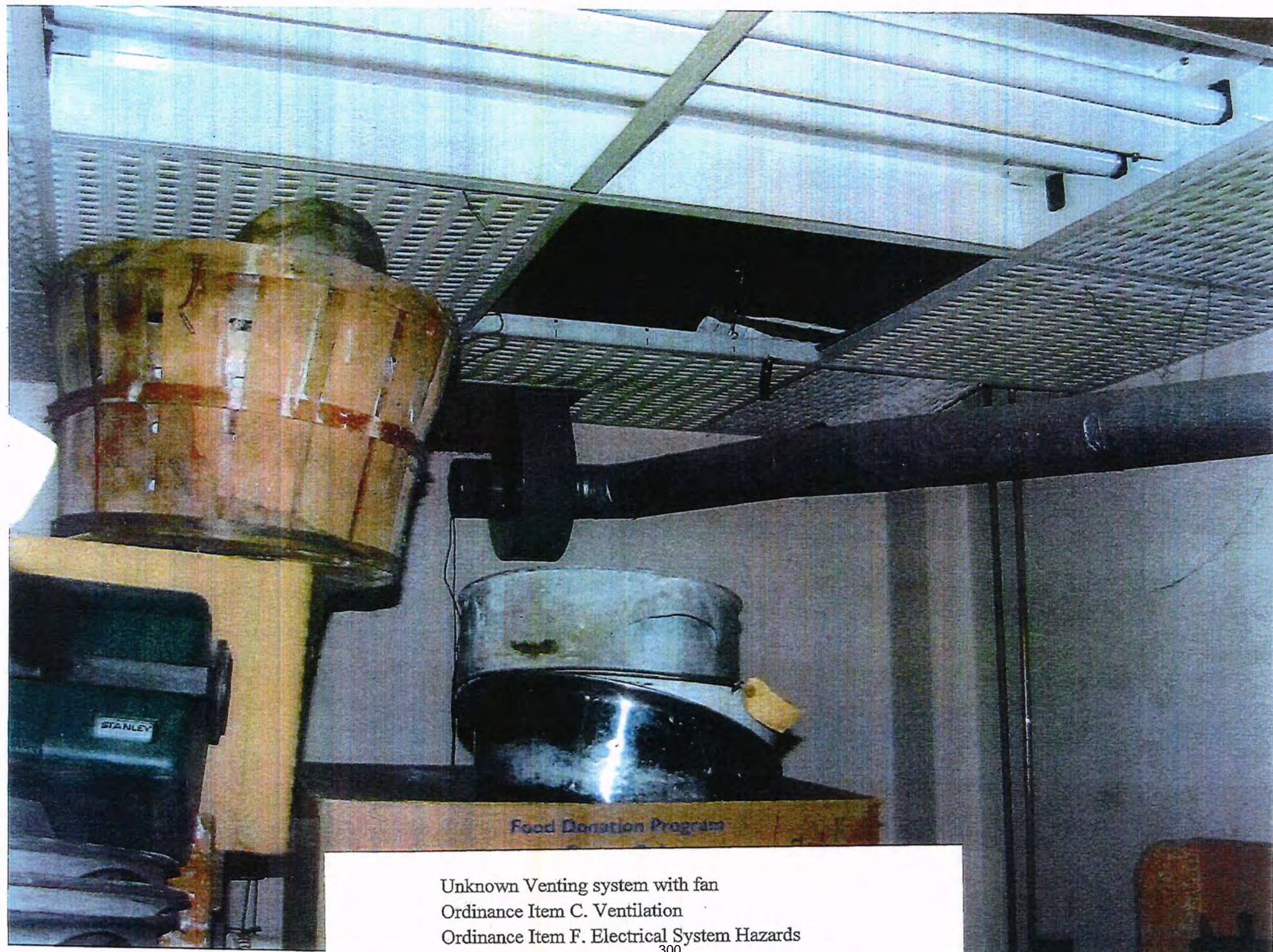
Photos



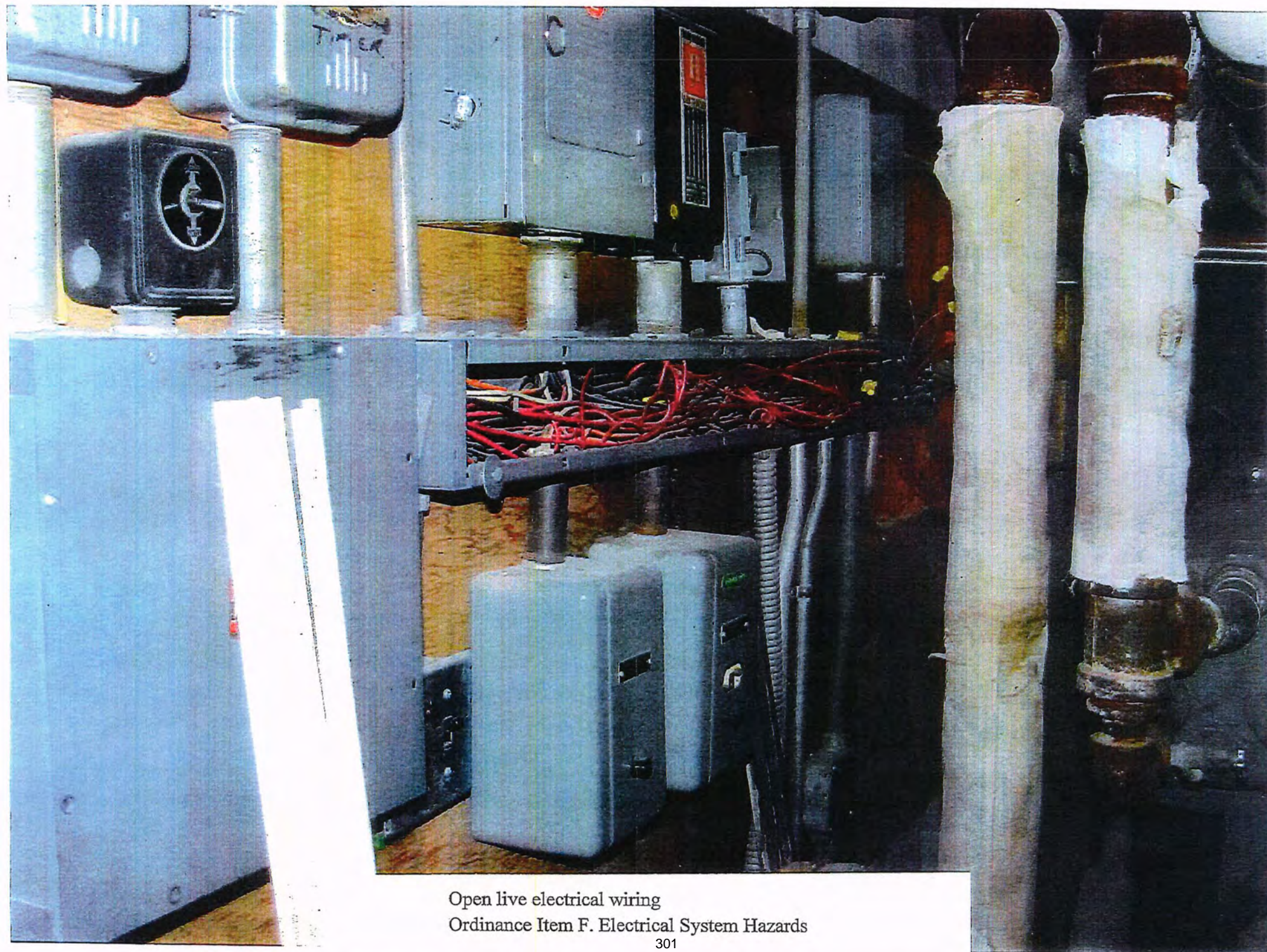
Portable Propane Heater in carpeted room
Ordinance Item [A] 116.1.2 Conditions
Ordinance Item E. Heating Facilities



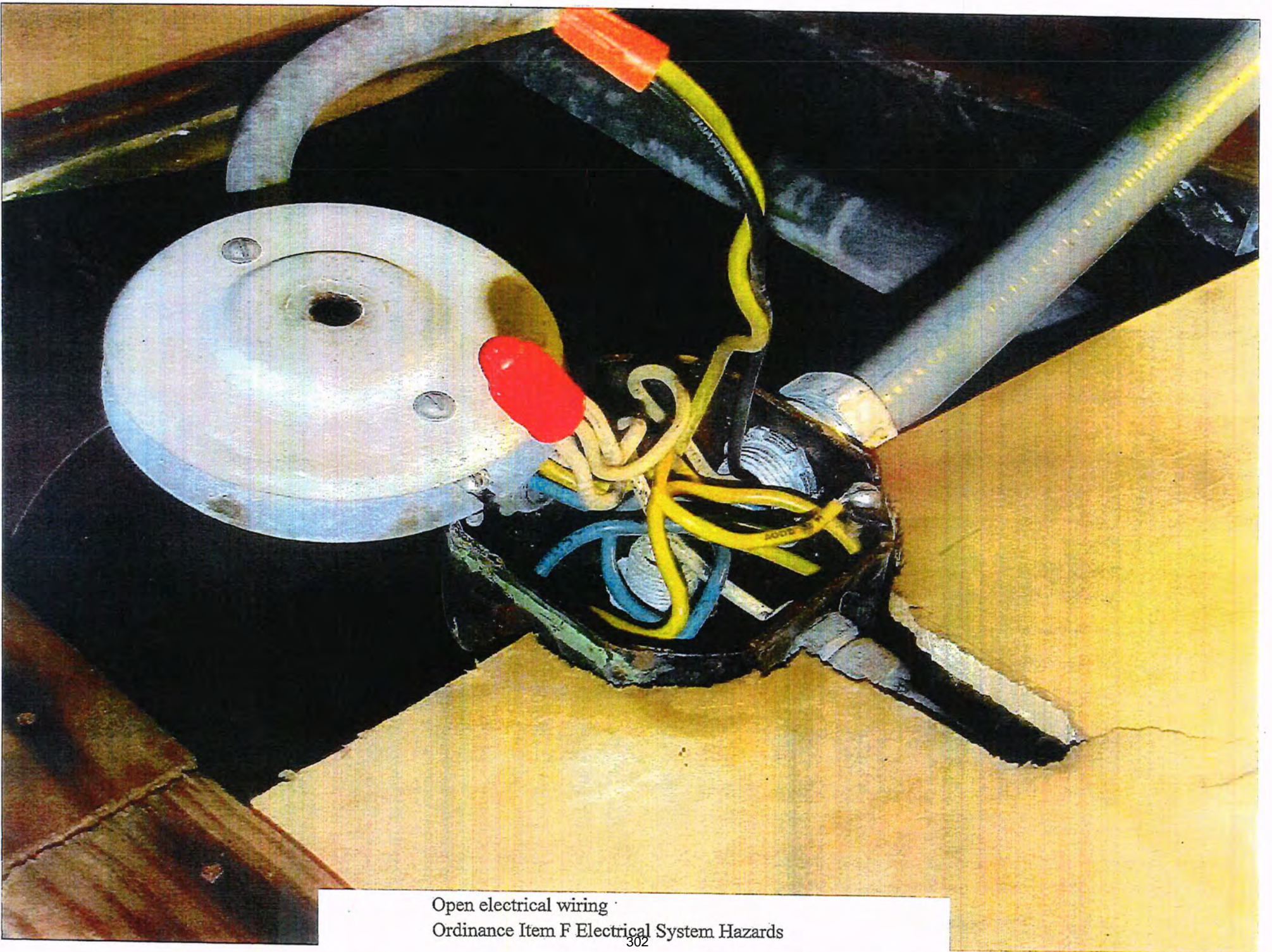
Outside Porta-John (Restroom)
Ordinance Item H. Sanitary Drainage System



Unknown Venting system with fan
Ordinance Item C. Ventilation
Ordinance Item F. Electrical System Hazards



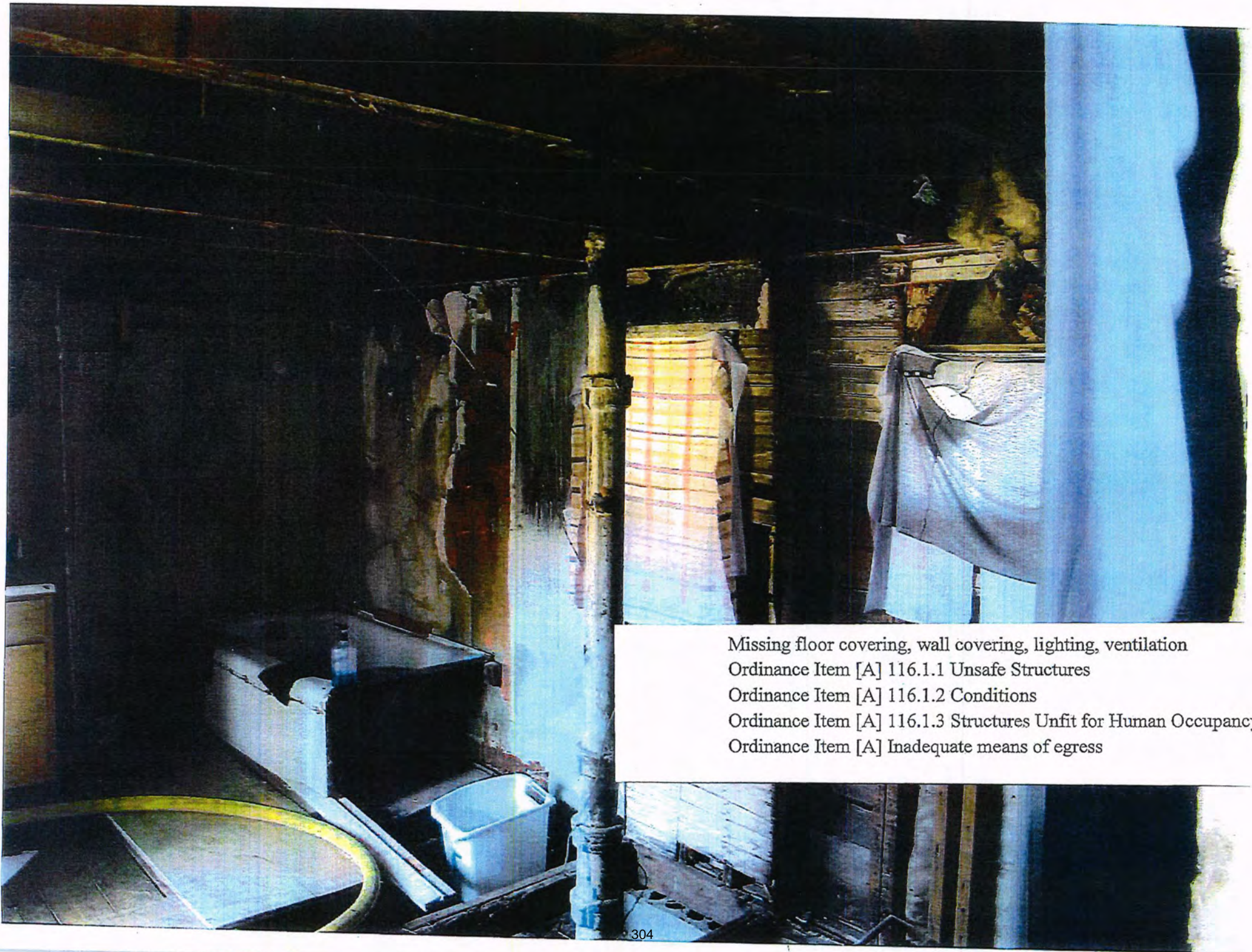
Open live electrical wiring
Ordinance Item F. Electrical System Hazards
301



Open electrical wiring
Ordinance Item F Electrical System Hazards




Unapproved wood burning stove
Ordinance Item D. Fire Hazard



Missing floor covering, wall covering, lighting, ventilation
Ordinance Item [A] 116.1.1 Unsafe Structures
Ordinance Item [A] 116.1.2 Conditions
Ordinance Item [A] 116.1.3 Structures Unfit for Human Occupancy
Ordinance Item [A] Inadequate means of egress

February 27, 2020

MEMO TO: J. Carter Napier, City Manager 
FROM: Tim Cortez, Director of Parks and Recreation
SUBJECT: Replacement of Parks and Recreation IV Position

Meeting Type & Date

Work Session
March 10, 2020

Action type

Approval.

Recommendation

That Council approve this staffing request.

Summary

In 2011, the Parks Division had five (5) full-time personnel within the division assigned to irrigation tasks. In 2015, due to retirements and attrition, the division had three (3) full-time personnel assigned to the same tasks. With the shifting of duties, the division was able to handle most tasks. In 2019, the division was reduced to two (2) full-time employees.

For 2019, Casper Public Utilities requested that parks take over the repair and testing of back flow preventers within the irrigation system. To take over these duties, staff would need to become certified in backflow prevention. One member of irrigation staff was trained in the spring of 2019. Because of the testing and repairs required to the system and the dedication of one employee to this task, irrigation tasks fell behind schedule as all backflow preventers must be tested prior to turning on the system.

For the summer of 2019, staff was only able to turn on 96% of all irrigation located within the City. Most of the irrigation not turned on was in landscapes other than turf, i.e. planters and trees. Staff was able to turn on all turf areas by mid-July, more than 1 month behind schedule. If not for so much moisture in May and June, turf and other landscaped areas may not have recovered from a lack of irrigation costing the city thousands to replace affected areas.

By adding a Parks & Recreation Worker IV to the irrigation staff, the irrigation section would be better able to turn on irrigation, lead seasonal employees in the repairs of an aging infrastructure, operate equipment needed for repair and installation of irrigation systems, and perform these duties in a timely manner. The goal would be for all irrigation staff to gain back flow prevention certification, which in turn would allow staff to meet a 100% charge up goal by June 1st. Irrigation staff also provides locates for various activities on City property.

Staff recommends the position be full time due to the specialized certification that would be difficult to obtain for a seasonal or part-time employee. The course is a weeklong class provided by Casper College two times a year. The course is approximately one week long with an examination at the end and a cost of \$1,100 per student.

It is also important to remember that before winter all related items to irrigation must be winterized including pump houses, water transfer lines, backflow preventers and the irrigation system itself to keep from freezing. If not, the damages could cost millions to repair or replace. Reintroducing this position will ensure these activities occur before costly freezing accidents.

During the winter months, irrigation staff will be conducting needed backflow repairs, finalizing mapping of current irrigation systems, costing breaks and repairs which in turn will assist management spend fiscal dollars more efficiently, and participate in snow removal from City Facilities.

Financial Considerations

The cost for the rest of FY20 is \$19,726.

The cost for FY21 will be \$75,191.



Oversight/Project Responsibility

Tim Cortez, Director of Parks and Recreation

Attachments

None.

February 25, 2020

TO: J. Carter Napier, City Manager 
FROM: Jolene Martinez, Assistant to the City Manager 
SUBJECT: Staffing Request

Meeting Type & Date

Work Session, March 10, 2020

Recommendation

That Council approve staffing.

Summary

Based on business plans and as part of their FY21 budget, several departments have requested additional marketing and public information staff to meet the identified need for better marketing and communications outreach. The Public Utilities Division's draft business plan specifically recommends a public information position.

City Council Goals last year identified the need for the City as a whole. Some work has been accomplished yet much more is needed. To realize public information and marketing goals needs for Public Utilities as well as for the City, staff met and developed a cost-share plan that achieves staffing efficiency for FY21. To fill the vacant position created in the City Manager's Office by a recent staff promotion, the City Manager's Office and Public Utilities are recommending sharing the cost of a position focused on business planning, marketing, and communications that will be part of the City Manager's Office staff and serve Public Utilities, City Manager's Office and other City departments to unify our effort. This cost-share will also enable the City Manager's Office to hire a part-time administrative assistant to better assist our citizen and customer needs. For FY20, the City Manager's Office position vacancy has created the opportunity to allow these two new positions to be hired now.

Financial Considerations

The City Manager's Office budget has funding created by its vacant position to hire the two positions, one full-time and one part-time in FY20. For FY21, the cost-share proposal keeps the City Manager's Office budget at a status quo yet allows the two positions; therefore, the General Fund impact will be neutral. The impact to the Public Utilities FY21 budget will be about \$30,000, which is less than the cost of the full-time position recommended in their draft business plan.

Oversight/Project Responsibility

Jolene Martinez

Attachments

None