

INFORMATION PACKET

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Friday, February 21, 2020



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

February 25, 2020**Councilmembers Absent:**

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
IMS Pavement Management Report	Direction Requested	30 min	4:35
NCSD Petition to Vacate 8th St between David & Center St. & Transportation Cutouts	Direction Requested	30 min	5:05
FY'20 Budget Amendment #2 Review	Direction Requested	30 min	5:35
C-4 Text Amendment	Direction Requested	30 min	6:05
Agenda Review		20 min	6:35
Legislative Review		10 min	6:55
Council Around the Table		10 min	7:05
Approximate Ending Time:			7:15

March 3, 2020**Councilmembers Absent:**

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent					
Establish March 17, 2020, as the Public Hearing Date for New Microbrewery Liquor License No. 7 for Oil City Beer Company, LLC, d/b/a Oil City Beer Company, Located at 4155 Legion Lane Unit 4 and 6.	C				
Establish March 17, 2020, as the Public Hearing Date for New Microbrewery Liquor License No. 4 for Brewstory, LLC d/b/a Frontier Brewing Co, Located at 117 East 2nd Street.					
Public Hearing: Plat to Creating Garden Creek Square Addition No. 2, a Subdivision Agreement, and a Zone Change of Said Addition to R-4 (High Density Residential).		N			
Public Hearing: Vacation, Replat, Zone Change and Subdivision Agreement for the Greenway Park III Addition.		N			
Public Hearing: Replat, Zone Change, and Subdivision Agreement for the Kensington Heights No. 1 Addition.		N			
Public Hearing: Fiscal Year 2020 Budget Amendment #2		N			
Authorizing a Lease Agreement with Johnson Restaurant Group, Inc. for Operation of the 19th Hole Restaurant at the Municipal Golf Course.				C	
Authorizing a License Agreement with Black Hills Energy for Installation of Buried Gas Lines.				C	
Authorizing Creation of Local Assessment District 157 – Arrowhead Road and Jade Avenue Roadway Improvements.				C	
Authorizing the Execution of an M-54 Utility License with the Wyoming Department of Transportation for the Installation of a 4-Inch PVC Fire Line to 1910 Talc Road.				C	
Authorizing an Access Easement to the Public adjacent to the Dewald Divide Addition.				C	
Authorizing a Procurement Agreement with Thatcher Company for Eight 46,000 Pound Deliveries of Ferrous Chloride for use at the Indian Paintbrush Chemical Feed Facility.				C	

Authorizing Change Order No. 2 with Shamrock Environmental Corporation, for a Price Increase of \$333,428.80 and a Time Extension of 442 Calendar Days for the North Platte River Restoration – 1st Street Reach Project.				C	
Authorizing a Contract for Professional Services with State Line No. 7 Architects, in the Amount of \$313,260, for the City Hall Renovations and Addition Project.				C	
Granting a Right-of-Way Easement to Rocky Mountain Power as part of the Midwest Avenue Reconstruction from Elm Street to Walnut Street Project.				C	
Authorizing an Agreement with Knife River, Inc., in the Amount of \$62,690, for the 21st Street & Shattuck Sanitary Sewer Replacement Project.				C	
Authorizing a Procurement Agreement with Municipal Treatment Equipment in the Amount of \$55,400, for Two Water Storage Tank Mixers to be used at the North Park and Manor South Water Storage Tanks.				C	
Approving the Vacation and Replat Creating the White Dog Addition No. 2 and the Associated Subdivision Agreement.				C	

March 10, 2020 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
6th Cent Survey Results	Direction Requested	30 min	4:35
Capital Budget Review	Direction Requested	30 min	5:05
Community Promotions Funding (Part 1)	Direction Requested	30 min	5:35
Property Maintenance Code Revisions	Direction Requested	45 min	6:05
Agenda Review		20 min	6:50
Legislative Review		10 min	7:10
Council Around the Table		10 min	7:20
Approximate Ending Time:			7:30

March 17, 2020 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent					

March 24, 2020 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Liquor License Sanctions	Direction Requested	40 min	4:35
Community Promotions Funding (Part 2)	Direction Requested	40 min	4:35
Finance Policies - Phase 4	Information Only	30 min	5:05
Agenda Review		20 min	5:35
Legislative Review		10 min	5:55
Council Around the Table		10 min	6:05
Approximate Ending Time:			6:15

Future Agenda Items

Item	Date	Estimated Time	Notes
Parking on the Parkways		30 min	
David Street Station 501(c)(3)		30 min	
Animal Care Ordinance Review			
Meadowlark Park			Spring 2020
Citizen Presentation - Vehicle Licensing - Maddie Booth		20 min	Waiting on response from Booth family
Private Operation of Hogadon			
Event Center Update	April 28, 2020?		After May 1
Downtown Parking Garage Capital & Operations	April 14, 2020	30 min	
Formation of Additional Advisory Committees			

Staff Items

Limo Amendment			
Health Plan - Residual Balance			After January 2020
Pre-Annexation Agreement			
Utility Business Plan			After New Year - February
Sign Code Revision			
Wind River Traffic Update			Summer 2020
Comp & Class Study Review	April 14, 2020		
Tentative Budget Review	May 12, 2020		
College National Finals Rodeo Discussion	April 14, 2020		
Event Center Budget	April 28, 2020		
Community Relations Spec Update		30 min	

Special Work Sessions

Budget Work Sessions	May 18 & 20
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Future Council Meeting Items

Establish Public Hearing - FY 21 Budget Adoption Summary Proposed Budget published in minutes	June 2, 2020
Public Hearing Date - FY 21 Budget Adoption	June 16, 2020

Retreat Items

Economic Development and City Building Strategy



**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING**

**THURSDAY, February 20th, 2020
ELKHORN ROOM
5:30 PM**

- I. AGENDA/MINUTES**
 - a. Previous Meeting Minutes/Notes**
 - i. January Board Meeting Minutes *
- II. BUDGET/FINANCIAL**
 - a. Financials**
 - i. January 2020 Financials*
- III. BOARD**
 - a. Next Meeting Date**
 - i. Proposed Meeting Date March 19th, 2020 *
- IV. HEALTH OFFICER**
 - a. Health Officer Report**
- V. DIVISION REPORTS**
 - a. ADMINISTRATION**
 - 1. General Administration**
 - a. Follow up reporting grid- new!**
 - b. Strategic Planning for Board on March 16th**
 - 2. PUBLIC HEALTH PREPAREDNESS/MEDICAL RESERVE CORP/CPR**
 - 3. WYOMING AETC/HIV CASE MANAGEMENT/RYAN WHITE PROGRAMS/WCRS**
 - b. COMMUNITY PREVENTION PROGRAM**
 - c. ENVIRONMENTAL HEALTH DIVISION**
 - d. NURSING**
 - 1. DISEASE PREVENTION CLINIC**
 - 2. ADULT HEALTH PROGRAM**
 - 3. MATERNAL CHILD HEALTH PROGRAM**



VI. CITY/COUNTY LIASION REPORTS

VII. BOARD MEMBER REPORTS

VIII. ADJOURN

IX. Executive Session

**CASPER UTILITIES ADVISORY BOARD
CITY OF CASPER
MEETING AGENDA**

Casper City Hall
Downstairs Meeting Room

Wednesday, February 26, 2020 7:00 a.m.

AGENDA:

1. Officer Elections
- * 2. Consider Approval of the November 20, 2019 Meeting Minutes
- * 3. Discuss Statistical Report
 - a. November 2019
 - b. December 2019
 - c. January 2020
4. Discuss Updated Language in Outside-City Water and Sewer Agreements
5. Update on CPU Strategic Plan
6. Project Updates:
 - a. WWTP Emergency Power Project – Under Construction
 - b. West Casper Zone II Water Supply Project – Under Construction
 - c. CY Booster Station Replacement – Bidding
 - d. WWTP Boiler Project – Under Design by HDR
 - e. WWTP MCC Replacement Project – Under Design by CH2M
 - f. Ten Million Gallon Reservoir Renovations – On Hold Pending Water Master Plan
 - g. Midwest Avenue Reconstruction – Elm to David – Under Construction
 - h. Midwest Avenue Reconstruction – Elm to Walnut – Under Design
 - i. WWTP HVAC Replacement – Combined with WWTP Boiler Project
 - j. 1st and Poplar Street Improvements – Under Design by CEPI
 - k. Casper Marginal (I-25 and Walsh Drive) – Under Design by CEPI
 - l. Ridgecrest Drive Water Main Replacements – Under Design by WLC
 - m. WWTP Secondary Rehabilitation Project – Bidding
 - n. North Platte Sanitary Sewer Rehabilitation Project – Funding Secured – Assigned to City Engineer
 - o. 21st Street – Shattuck Sanitary Sewer Replacement – Under Design
7. Adjournment

Additional Information:

Agendas and approved minutes of the Central Wyoming Regional Water System Joint Powers Board can be accessed on their website, www.wyowater.com, under the News & Notices tab, or at the following links:

RWS Agendas - <http://www.wyowater.com/board-meetings>

RWS Minutes - <http://www.wyowater.com/board-minutes>

**CASPER PUBLIC UTILITIES ADVISORY BOARD
CITY OF CASPER**

MEETING PROCEEDINGS

November 20, 2019

7:00 a.m.

A regular meeting of the Casper Public Utilities Advisory Board was held on Wednesday, November 20, 2019 at 7:00 a.m. in the Downstairs Meeting Room of City Hall.

Present: President Michael Bell
 Secretary John Lawson
 Member Bruce English

Absent: Vice President Jim Jones
 Member Richard Jay
 Council Liaison Bates

Staff Present: Public Services Director, Andrew Beamer
 Public Utilities Manager, Bruce Martin
 Administrative Technician, Janette Brown

Others:

The regular meeting was called to order at 7:05 a.m. by President Bell.

1. President Bell asked for a motion to approve the minutes from the September 25, 2019 meeting. A motion was made by Secretary Lawson and seconded by Board Member English to approve the September 25, 2019 minutes. Motion passed.
2. Mr. Martin asked the Board to reference the October 2019 Statistical Report in the agenda packet. Mr. Martin stated that the Total Gallons Purchased in October was 176 MG, which was 27 MG less than the five-year average. Mr. Martin stated that Fiscal Year to date water purchased is 1.85 BG compared to the five year average of 1.76 BG.

Mr. Martin stated that there were three water main breaks in October with a total of eight for the fiscal year compared to three water main breaks last fiscal year.

Mr. Martin stated that there were three sewer main stoppages in October with a total of three for the year compared to two sewer stoppages at the same time last fiscal year.

Mr. Martin stated that there was a 0.18% growth.
3. Mr. Martin asked the Board to reference the Retail Water and Sewer Service Rate memo.

Mr. Martin stated that the rate analysis proforma for the water and sewer funds have been updated to determine appropriate water and sewer rates for 2020 and 2021.

a. Mr. Martin stated that the following information and assumptions were used for updating the rate analysis proforma for the water fund:

- 1) A 3% rate of inflation for the operation and maintenance costs. This includes personnel, materials and supplies, and contractual services.
- 2) A 3% rate of inflation for Central Wyoming Regional Water expenses (bulk water).
- 3) A 0.5% rate of growth in Natrona County based on the recent water and wastewater facility plans.
- 4) The model assumes that \$3.4M in grant and/or loan funding will be obtained for the 10 MG Reservoir rehabilitation or replacement project. Mr. Martin stated that staff hoped to get a recommendation for either rehabilitation or replacement from the Water Master Plan when it is completed.
- 5) The model includes \$2.3 M in grant funding allocated to the CY Booster Station Replacement project, the West Casper Zone II water main project, and the East Casper Zone III water system improvements project.
- 6) The model includes \$2.5 M of 1% funds each year for FY20 – FY24. 1% funding will be used for water main replacement. The average cost of water main replacement is \$250 per foot. There are approximately 400 miles of water main in the system. At \$2.5 M, roughly 10,000 feet, or 0.47% of the system, would be replaced each year.

Mr. Martin brought the Water Fund proforma up on the screen. Mr. Martin stated that the water rate increase for last year was 1%. Mr. Martin informed the Board that the black line on the proforma graph is the required reserves; the green line is the target, which is 10% above required reserves; and the blue line is the actual fund amount. Mr. Martin stated that if there is no rate increase the fund will be below required reserves in mid FY22-FY23.

Mr. Martin stated that the water and sewer rates are usually set for two years at a time, but the City Manager may adjust that to one year.

Mr. Martin stated that the audited figures are used for the rate model, and asked the Board what their feelings were on a 1% water rate increase for this upcoming year.

President Bell asked what the Raftelis report recommended. Mr. Beamer stated that the Raftelis report recommended the City change to a tiered water rate structure, but the City is not prepared for the education process that must take

place before a change like that can be implemented. Mr. Beamer stated that the City must let all customers know about any change to the rate structure that is going to be made.

Board Member English asked if the tiered rates would be for commercial and residential accounts. Mr. Beamer stated that it would only be for residential accounts.

Mr. Martin stated that whether or not the City moves forward with tiered rates, it doesn't change the reserve fund requirements. President Bell stated that the Board set the reserve requirement and it is not set in stone. Mr. Martin informed the Board that Council actually set the reserve requirement, and they are looking to increase the required amount in the reserve funds.

President Bell asked if the rate of inflation used in the rate model is the same rate used nationwide. Mr. Martin stated that the rate of inflation used was from the study that was completed.

Board Member English stated that he thinks the customers are used to a small increase each year and he is in favor of a 1% increase.

President Bell stated that he thinks the rate is too high right now as there were many people that let their lawn go this past year.

Mr. Martin stated that based on the average water consumption of 11,500 gallons per month, the customer water bill would increase \$0.46.

Secretary Lawson stated it is a pay me now or pay me later scenario. Secretary Lawson stated that if the Board goes with a 1% rate increase, it is easier to adjust the rate in the future. Secretary Lawson stated that he feels good with the 1% rate increase.

Board Member English asked if the Board's recommendation will be passed on to the Council for approval. Mr. Martin stated that the recommendation of the Board for both water and sewer rate increases will be taken to Council for consideration.

President Bell stated that a 1% water rate increase seems to be the consensus of the Board.

Mr. Martin asked the Board to reference the graph on the screen. Mr. Martin stated that the graph represents the water bills of different communities based on the 11,500 gallon per month usage. Mr. Martin stated that the proposed increase for the City of Casper is in the lower middle average.

- b. Mr. Martin stated that the following information and assumptions were used to update the rate analysis proforma for the sewer fund:

- 1) A 3% rate of inflation for operation and maintenance costs.
- 2) A 5% rate of inflation for regional wastewater system expenses. The model assumes that approximately 84% of the wholesale wastewater operational charges are from Casper. The remainder is from other wholesale users of the RWWS.
- 3) A 0.5% rate of growth in Natrona County.
- 4) The model includes \$0.5 million of 1% funds each year for FY20 – FY24. Mr. Martin stated that this is the first time that 1% funds have been used in the Sewer Fund. 1% funding will be used for sewer main rehabilitation/replacement. The average cost of sewer main replacement is \$200 per foot. There are approximately 300 miles of sewer main in the system. With \$500,000 of 1% funding and \$500,000 from reserves, a total of 5,000 feet, or 0.32% of the system, would be replaced each year.
- 5) Rates developed by this model include rate adjustments needed for new and replacement capital facilities in accordance to the Capital Improvement Plan (CIP).

Mr. Martin stated that staff has included consistent increases to the sewer rate in order to cover upcoming capital projects. President Bell asked if the North Platte Sanitary Sewer (NPSS) is included in the CIP. Mr. Beamer stated that project is included in the CIP. Mr. Beamer stated that parts of the NPSS will be lined, while other parts will be replaced.

President Bell asked if the improvements at the WWTP are completed. Mr. Martin stated that they are not as it is an aging plant and the CIP does not include improvements for nutrient removal.

Mr. Martin stated that the Raftelis report showed an 8% per year rate increase. Mr. Martin stated that the average sewer bill with a 7% rate increase adds \$1.72. Secretary Lawson stated that 7% is not the inflation rate. Mr. Beamer stated that capital projects drive the increase to the rates. Secretary Lawson stated that in the presentation to the public, it needs to be stressed that the rate increase covers upcoming improvements, as the old rate model showed the CIP.

President Bell stated that in the past, it was discussed that less 1% funds would be used for the Water Fund and put towards the Sewer or WWTP funds. Mr. Martin stated that in the past \$1 M was put towards WWTP improvements, and this year \$500,000 will be put towards Sewer improvements.

Mr. Martin asked the Board to reference the graph on the screen. Mr. Martin stated that the graph represents the sewer bills of different communities based on the 6,500 gallon per month usage. Mr. Martin stated that the City of Casper is in the middle average with the proposed rate increase.

President Bell asked if the City of Casper is subsidizing the Regional Wastewater System (RWWS). Mr. Martin stated that the City of Casper is approximately 84% of the RWWS.

Mr. Martin asked the Board if there was a consensus on the sewer rate increase. Board Member English stated that he thought 7% would be good. President Bell stated that with a recession coming, the City needs to run closer to the minimum reserve requirement.

Mr. Martin changed the proforma to show a 6% sewer rate increase. Secretary Lawson asked if the same capital projects are included in this version. Mr. Martin stated that they are. Mr. Martin stated that the capital projects would have to be adjusted in the out years based on available funds.

Board Member English asked how secure State funding is. Mr. Beamer stated that if State funds are not available, it would affect the General Fund, but Council could take away 1% monies from the Enterprise Funds.

President Bell stated that it is good public policy to stay closer to required reserves instead of just collecting public funds.

Mr. Martin stated that staff is recommending for 2020 and 2021 2% and 3% water rate increases, and 7% and 7% sewer rate increases, but will take recommendations from the Board to Council.

A motion was made by Board Member English and seconded by Secretary Lawson to recommend 1% water rate increases and 6% sewer rate increases for 2020 and 2021 to Council. Motion passed.

4. In Other Business, President Bell asked about the outside-City agreements that were mentioned in previous meetings. Mr. Martin stated that the Planning Department wanted additional language for annexation in the agreements and the City Manager agreed. Mr. Martin stated that the Attorney's Office and the Planning Department are working on the language, which is mainly pre-annexation language. President Bell asked when the Board would be considering the agreements. Mr. Martin stated that the earliest the agreements would be considered by the Board would be in January, as the Council would have to make a policy call on the new language.

President Bell asked about the Wardwell Water Tank. Mr. Martin stated that it was in service, but a routine bacti test failed due to leaks in the tank roof. Mr. Martin stated that the tank was taken off line and the contractor is to be here this week to make repairs.

President Bell asked about the Tower Water Tank. Mr. Martin stated that it is out of service as there is not enough usage and the residual was too low.

Mr. Martin stated that the 2.6 MG water tank needs the roof repaired before it can be put back in service.

Secretary Lawson asked about the emergency power projects. Mr. Martin stated that new logic was uploaded to the emergency generator at the WTP and a new test will need to be done. Mr. Martin stated the WWTP Emergency Power project is ongoing, but is having some issues.

Mr. Martin stated that there is not a CPU Advisory Board meeting scheduled for December.

A motion was made by Secretary Lawson and seconded by Board Member English to adjourn the meeting at 8:26 a.m. Motion passed.

Secretary

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
NOVEMBER 2019**

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
TOTAL GALLONS PURCHASED	134,084,067	175,566,343	142,907,352	1,980,470,580	1,817,366,864
NEW SERVICES	10	21	14	51	48

** Billed to Casper by Central Wyoming
Regional Water System Joint Powers
Board starting October 1, 1997.*

PRECIPITATION (Inches)	1.86	1.30	0.94	5.48	4.86
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REPAIRS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
WATER MAIN BREAKS	4	3	1	12	4
SERVICE LINE BREAKS	0	0	4	2	15
SEWER MAIN STOPPAGES	1	0	0	4	2

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	20,113	20,093	20,041
COMMERCIAL (WATER & SEWER)	1,739	1,734	1,733
OUTSIDE CITY (WATER RES)	519	519	528
OUTSIDE CITY (WATER-COMM)	134	134	136
IRRIGATION ONLY	281	282	282
TOTAL NUMBER OF ACCOUNTS	22,786	22,762	22,720

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
DECEMBER 2019**

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
TOTAL GALLONS PURCHASED	161,204,164	134,084,067	146,670,054	2,141,674,744	1,964,036,918
NEW SERVICES	7	10	12	58	60

** Billed to Casper by Central Wyoming
Regional Water System Joint Powers
Board starting October 1, 1997.*

PRECIPITATION (Inches)	0.60	1.86	0.40	6.08	5.26
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REPAIRS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
WATER MAIN BREAKS	2	4	3	14	7
SERVICE LINE BREAKS	0	0	1	2	16
SEWER MAIN STOPPAGES	1	1	2	5	4

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	20,121	20,113	20,051
COMMERCIAL (WATER & SEWER)	1,739	1,739	1,735
OUTSIDE CITY (WATER RES)	519	519	520
OUTSIDE CITY (WATER-COMM)	134	134	134
IRRIGATION ONLY	281	281	282
TOTAL NUMBER OF ACCOUNTS	22,794	22,786	22,722

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
JANUARY 2020**

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
TOTAL GALLONS PURCHASED	142,722,743	161,204,164	149,804,594	2,284,397,487	2,113,841,512
NEW SERVICES	5	7	10	63	70

** Billed to Casper by Central Wyoming
Regional Water System Joint Powers
Board starting October 1, 1997.*

PRECIPITATION (Inches)	0.48	0.60	0.28	6.56	5.54
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REPAIRS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
WATER MAIN BREAKS	1	2	0	15	7
SERVICE LINE BREAKS	0	0	1	2	17
SEWER MAIN STOPPAGES	0	1	2	5	6

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	20,119	20,121	20,060
COMMERCIAL (WATER & SEWER)	1,738	1,739	1,735
OUTSIDE CITY (WATER RES)	519	519	519
OUTSIDE CITY (WATER-COMM)	134	134	133
IRRIGATION ONLY	281	281	282
TOTAL NUMBER OF ACCOUNTS	22,791	22,794	22,729

***CENTRAL WYOMING REGIONAL WATER SYSTEM
JOINT POWERS BOARD***

MEETING PROCEEDINGS

January 21, 2020

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, January 21, 2020 at 11:30 a.m., in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

Board Members Present - Chairman King, Vice-Chairman Keffer, Secretary Waters, Treasurer Bertoglio, and Board Members Cathey, Freel, Huber and Powell.

City of Casper – Cathey, Freel, Huber, Powell, Andrew Beamer, Bruce Martin, Brian Schroeder, Clint Conner, Janette Brown, Ethan Yonker

Natrona County – Bertoglio

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Keffer

Pioneer Water & Sewer District – Waters

Poison Spider Improvement & Service District –

Wyoming Water Development Office -

Sandy Lakes Estates -

Lakeview Improvement & Service District -

33 Mile Road Improvement & Service District –

Mile-Hi Improvement and Service District –

Central Wyoming Groundwater Guardian Team (CWGG) –

Others — Charlie Chapin – Williams, Porter, Day & Neville, P.C.;

The Board meeting was called to order at 11:30 a.m.

1. There were no Announcements.

2. Chairman King asked the Board how they wished to proceed with Election of Officers. A motion was made by Treasurer Bertoglio and seconded by Board Member Powell to retain the current Board officers for 2020; H. H. King, Jr. - Chairman, Larry E. Keffer – Vice-Chairman, Kenneth L. Waters – Secretary, and Paul C. Bertoglio - Treasurer. Motion put and carried.
3. Chairman King asked for a motion to approve the minutes from the December 17, 2019 meeting. A motion was made by Treasurer Bertoglio and seconded by Board Member Powell to approve the minutes from the December 17, 2019 meeting. Motion put and carried.
4. Mr. Martin informed the Board that two additional vouchers were added to the voucher listing: voucher 8116 for ITC Electrical Technologies for wiring the Dewatering Pump in the amount of \$610.91; and voucher 8117 for Norco Inc. for an Air Monitor in the amount of \$1,301.11. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Chairman King asked for a motion to approve the January 2020 vouchers. A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve the January 2020 voucher list to include voucher numbers 8102 through 8117 in the amount of \$682,114.83. Motion put and carried.

Board Member Huber arrived at 11:34 a.m.

5. Mr. Martin asked the Board to reference the Gallons Produced table in the agenda packet. Mr. Martin stated that production for December 2019 was 179 MG, which is 15 MG more than the five-year average of 164 MG. Mr. Martin stated that year-to-date production is 2.35 BG, which is 63 MG more than the five-year average of 2.28 BG.

Mr. Martin stated that he has been working with Mr. Pitlick of the City Finance Department on the monthly compilation. Mr. Martin stated that there are a couple of changes to the format in order to get the FY20 figures to match closer to the audit report. Mr. Martin stated that some of the funds that were broken out are wrapped up in other lines.

Mr. Martin stated that Total Reserves is down a little bit from last year due to capital project expenses. Mr. Martin stated that Reserves remain strong.

Treasurer Bertoglio asked about the Water Rights Reserves changing \$2. Mr. Martin stated that was due to earned interest. Treasurer Bertoglio asked if the Water Rights Development Reserves Fund is mandatory. Mr. Martin stated that it would have to be researched. Treasurer Bertoglio stated that if not, it could be moved to Capital Reserves. Mr. Martin stated that Mr. Pitlick is making changes to the City Reserve Policy and would like to make similar changes with the RWS Reserve Policy. Mr. Martin stated that the changes would be on a meeting agenda in upcoming months.

Mr. Martin stated that Water Sales for the year are \$4,525,503, which is \$570,846 higher

than FY2019. Mr. Martin stated that this is due to the rate increase and strong water sales this fiscal year.

Mr. Martin stated that in the past few months, the financial report has shown 12-13% over in expenses from last year. Mr. Martin stated that this month while the financial report was being compiled it showed an 18% increase in expenses. Mr. Martin stated that after digging into the figures, an error was discovered where some FY19 funds were transferred into FY20 in the new City financial software.

Chairman King asked for a motion to approve the December 2019 Financial Report as presented. A motion was made by Vice-Chairman Keffer and seconded by Secretary Waters to approve the December 2019 Financial Report as presented. Motion put and carried.

6. Chairman King turned the time over to Mr. Schroeder for the Operations Update.

Mr. Schroeder stated that he was pleased to report that all the WTP Operators are now in compliance with DEQ licensing. Mr. Schroeder stated that DEQ is going to start putting pressure on Water Plants as operators must be licensed the same level as the plant and since the RWS WTP is a Level 4 plant, all Operators must be DEQ Certified Level IV Operators. Mr. Schroeder stated that the Level IV test is quite difficult, but the Operators put in the study time to pass the test.

Mr. Schroeder stated that the SCADA contractor is on site this week working on the booster station sites. Mr. Schroeder stated that the contractor is behind schedule a little bit, but is moving along. Mr. Schroeder stated that the new SCADA system is nice and friendly as there is more trending and archiving of data. Mr. Schroeder stated that the SCADA contractor has not started on the WTP systems yet; once that starts it will be very hectic as systems will be taken offline and will have to be put back online at the end of the day.

Mr. Schroeder stated that staff is preparing the WTP for the summer season.

Mr. Schroeder stated that things have been going really well this year.

The time was turned over to Mr. Conner to give the Transmission System Update.

Mr. Conner stated that the contactor drain valves have been dug up. Mr. Conner stated that staff is looking into getting a different type of valve as the ozone is eating up the old valves and they are not sealing. Mr. Conner stated that staff is also looking at reducing the size of the drain valve from 16-inch down to a 6-inch as the contactor cannot be drained quickly as it overcomes the lift station.

Mr. Conner stated that a couple of older fire hydrants on Poison Spider and Robinson Road, and on MJB Road were repaired.

Mr. Conner stated that residuals out in the system are looking good.

Mr. Conner stated that a tap on the RWS waterline on Salt Creek Highway was made and two services at the same lot were abandoned.

Mr. Conner stated that ARV's were checked out in the system and a couple need ball valves replaced.

Mr. Conner stated that all the pumps have been aligned.

Secretary Waters stated that at the last meeting Mr. Conner stated he would be getting with Pioneer staff about the fill station valve. Mr. Conner stated that he spoke to Ms. Bayne yesterday and she said that Pioneer is under contract for the fill station. Mr. Conner stated that Ms. Bayne informed him that the fill station company is supposed to come and install a slower valve. Mr. Conner stated that he asked Ms. Bayne to let him know when this will take place.

Board Member Powell suggested that the Board send a letter to the WTP Operators that achieved their certification and have the Chairman sign the letters. Chairman King asked Ms. Brown to prepare the letters for his signature.

7. There was no Public Comment.

8. There was no Old Business.

a. There was no Other Old Business.

9. In New Business:

a. Mr. Martin stated that before the Board today is Change Order No. 3 with HOA Solutions for the WTP SCADA Improvements Project No. 17-038. Mr. Martin stated that the Tower Tank and Manor Booster sites were not included in the original scope of work because they were anticipated to be upgraded as part of other projects. Mr. Martin stated that after work began on the SCADA project it was determined that the equipment at these sites did not communicate correctly with the new SCADA equipment and would need to be replaced. Mr. Martin stated that this work will add the replacement of the radio, antenna, antenna cable, and all antenna accessories at these sites. Mr. Martin stated that work to modify PLC programming at the Manor Booster is included so as to be consistent with the programming at the other distribution sites. Mr. Martin stated that HOA Solutions has proposed \$8,120 and 5 contract days to perform required upgrades at these sites.

Mr. Martin stated that the plans and specifications call for the new SCADA equipment at the North Park Tank to be installed in an existing underground pit. Mr. Martin stated that during construction it was determined that there is a structure on site that will no longer be needed for its original intent of emergency

services. Mr. Martin stated that moving the equipment installation into the structure will require the installation of a conduit and wire from equipment in the pit to the structure. Mr. Martin stated that installing the equipment in the structure will eliminate the need for a confined space entry to check the SCADA equipment. Mr. Martin stated that HOA Solutions has proposed \$4,900 and 5 contract days to perform this work.

Mr. Martin stated that HDR has reviewed the costs and additional contract days associated with this change order and finds them reasonable. Mr. Martin stated that the additional costs would come from contingency.

Mr. Martin stated that this change order will increase the contract amount to \$1,360,290.08 and decrease contingency to \$132,525.92. Mr. Martin stated that the DWSRF representative has given approval for this change order.

Mr. Martin stated that Mr. Ethan Yonker, with the City Engineering Department, is in attendance to answer any questions the Board may have on this change order.

A motion was made by Secretary Waters and seconded by Treasurer Bertoglio to approve Change Order No. 3 with HOA Solutions, for a price increase of \$13,020 and a time extension of 10 days for the Water Treatment Plant SCADA Improvements, Project No. 17-038. Motion put and carried.

- b. Mr. Martin stated that before the Board today is a proposal for funding the 2.6M Gallon Water Tank Roof Replacement.

Mr. Martin stated that Riley Industrial Services, Inc. is under contract to recoat the 2.6M Gallon Water Tank. Mr. Martin stated that while they were sandblasting, severe corrosion was identified on the roof rafters and interior beams. Mr. Martin stated that Lower Co., P.C. confirmed that the corrosion damage was severe enough that the roof and support columns would need to be replaced. Mr. Martin stated that at the December 17, 2019 meeting, the Board authorized an agreement with HDR Engineering, Inc. for design and construction administrative services for the 2.6M Gallon Water Storage Tank Roof Replacement Project.

Mr. Martin stated that the FY20 budget was approved prior to knowing the 2.6M Gallon Water Storage Tank would require replacement of the roof. Mr. Martin stated that design is currently underway and the intent is to bid out the tank roof replacement prior to the end of the fiscal year. Mr. Martin stated that staff recommends reallocating the following FY20 capital funds to the 2.6M Gallon Water Tank Roof Replacement Project:

- Filter Monorail Hoist Safety System - \$147,000
- HVAC System Chiller Improvements - \$180,000
- Groundwater High Service VFD Replacement - \$100,000
- Raw Water Switchgear and VFD Replacements - \$186,500

- LOX System Heater Replacement (remaining funds) - \$31,500
- Actiflo Hydrocyclone Improvements - \$56,000
- Misc. Recoating Projects - \$20,000
- Ozone Heat Rejection and Cooling Pumps - \$33,000
- Water Treatment Plant Landscaping - \$20,000
- Total - \$774,000

Mr. Martin stated that while the projects in this list remain important, staff firmly believes that the 2.6M Gallon Water Tank Roof Replacement is of a much higher priority at this time. Mr. Martin stated that the projects listed will be re-budgeted in the FY21 RWS Capital Budget. Mr. Martin stated that he was not sure if this will be enough funds for the project, but if not, the Board may have to consider a budget amendment.

A motion was made by Board Member Powell and seconded by Treasurer Bertoglio to approve reallocating \$774,000 from various projects to the 2.6M Gallon Water Tank Roof Replacement Project.

Treasurer Bertoglio asked if any of the projects in the list were critical to operations and really need to be completed this budget year. Mr. Martin stated that these projects are all critical, however there are still funds in the Major Equipment Replacement line item if anything breaks.

Motion put and carried.

c. There was no Other New Business.

10. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on February 18, 2020.

A motion was made by Secretary Waters and seconded by Board Member Cathey to adjourn the meeting at 11:57 a.m. Motion put and carried.


Chairman


Secretary

From: Kelly Shanley

Sent: Friday, February 14, 2020 4:05 PM

To: jrh14998@yahoo.com; adamhall@airinnovationswyo.com; Zac & Chelsea Horner <zchorner@gmail.com>; 'Aelston@EDAEngineering.com' <Aelston@EDAEngineering.com>; Atlantic Electric <office@atlantic307.com>; saboye1@bresnan.net; johnhaid@haidsplumbingwy.com

Cc: Jason Gutierrez (jgutierrez@natronacounty-wy.gov) <jgutierrez@natronacounty-wy.gov>; Craig Collins <ccollins@casperwy.gov>; Dan Elston <delston@casperwy.gov>; Khrystyn Lutz <klutz@Casperwy.gov>; Renee Jordan-Smith <rjordansmith@casperwy.gov>

Subject: Contractors' Licensing and Appeals Board

Good Afternoon, Please see the attached agenda and applications for the upcoming Board Meeting scheduled for February 20th, at 4 p.m. in the Downstairs Meeting Room of City Hall.

Excalibur Construction is applying for a Class II General Contractor's license. Dan thought maybe you might want to take a look at Excalibur Construction's website for additional information about the company. Their website is www.excalibur-1.com.

Have a nice weekend!

Kelly Shanley

City of Casper

Community Development

307/235-8254

**CITY OF CASPER
LICENSING AND APPEALS BOARD
CITY HALL, DOWNSTAIRS MEETING ROOM
FEBRUARY 20, 2020
4:00 P.M.**

Members of the public wishing to place a new item on the agenda must submit a written request to the Community Development Department no later than eight (8) days preceding the Licensing and Appeals Board meeting.

Members of the public wishing to comment at a regular Licensing and Appeals Board Meeting may do so at the end of the regular meeting with a majority of the board voting in favor of their request. These comments will be limited to five (5) minutes.

AGENDA

- I. ROLL CALL**
- II. CONSIDERATION OF MINUTES FOR JANUARY 16, 2020**
- III. MONTHLY REPORT**
- IV. NEW BUSINESS**

- A. Election of Officers
- B. Unsafe Structures and Equipment Ordinance

- V. APPLICATIONS FOR THE BOARD'S CONSIDERATION:**

GENERAL CONTRACTOR

ANDREW MCFAUL, EXCALIBUR CONSTRUCTION, INC. – Applying for a Class II General Contractor's License.

MECHANICAL

DANIEL JENSEN – Applying for a Master Mechanical License.

BRAD SHEETS – Applying for a Journeyman Mechanical License.

PLUMBING

ADRIAN SAUSED0, Applying for a Master Plumbing License.

- VI. COMPLAINTS**
- VII. COMMUNICATIONS FROM PERSONS PRESENT**
- VIII. ADJOURNMENT**

**CITY OF CASPER
CONTRACTORS' LICENSING AND APPEALS BOARD
JANUARY 16, 2020**

MEMBERS PRESENT:

**JASON HUBER
ANDREW ELSTON
STEVE BOYLE**

**SCOTT WARREN
JOHN HAID**

CITY STAFF:

DAN ELSTON

KELLY SHANLEY

CALL MEETING TO ORDER – Vice Chairperson Jason Huber called the regular meeting to order at 4:10 p.m.

MINUTES FROM DECEMBER 19, 2019 – Steve Boyle moved to approve the meeting minutes of December 19, 2019. John Haid seconded the motion. Motion approved.

MONTHLY REPORT UPDATE - Dan Elston reported for the month of December, 3 building permits were issued for construction of single family homes. The Building Division issued a total of 62 building permits for new construction of residential homes compared to 61 for 2018. The Building Division issued 41 building, 58 electrical, 42 mechanical, and 83 plumbing permits during December with fees collected of \$169,110.25, which includes licensing renewal fees. Overall, the Building Division's value of construction for December was \$2,049,925, which brings the year to date valuation to \$73,082,239.62. The inspectors completed 446 inspections in December, which includes consults and plan reviews. Overall, the Building Division is up by \$188,489.95 for fees collected this year, versus last year.

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

- Boyd Avenue Church Gym
- U-Haul - Old Cretex Building
- Senior Living Homes
- Wyoming Medical Center - Hybrid OR
- Rodolph Brothers Remodel/Rebuild
- Air Innovations
- Hall on Ash – TCO issued due to site work and weather.
- Hilltop Bank – Centennial Hills Blvd – The Compass - The foundation walls are complete and steel is going up.
- Rocky Mountain Oncology – Several miscellaneous projects are on-going.
- State Office Building – The foundation for the B wing has been poured.
- Park Elementary – The foundation and footings have been poured.
- Smile Doctors

Completed Project for January:

- Wash 'n Glow Car Wash

Plans Submitted for Approval:

- U-Haul Storage Units – old K-Mart building – Outside and Inside Storage Units
- Science Zone
- General Shale – This project is for construction of a new storage building.

LICENSE APPLICATIONS –

NATHAN PARKIN, RAPID FOUNDATION REPAIR – Applying for a Class I General Contractor's License. After discussion and review of the application and affidavit, Andrew Elston moved to table Nathan Parkin's application pending additional documentation/affidavits of experience. John Haid seconded the motion. Motion approved.

DANNY SPURGIN, INSTALLATION & SERVICE CO – Applying for a Class III General Contractor's License. After discussion and review of the application and affidavits, Scott Warren moved to approve Danny Spurgin to test for a Class III General Contractor's License. John Haid seconded the motion. Motion approved.

FOLLOW UP ON A COMPLAINT FOR RANDALL SARGENT, CLASS III GENERAL CONTRACTOR – Randall Sargent came into the office to renew his contractor's license. Randall Sargent was denied his license renewal due to the fact that he has not cleared the complaint that we received on him back in May of 2019. The complaint involved Randall Sargent taking \$1,900 from a citizen and never performing the work. Dan Elston stated until this complaint is resolved, Randall will not be issued a contractor's license.

ADJOURN – The meeting adjourned at 4:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dan Elston", written in a cursive style.

Dan Elston, Secretary



State of Wyoming
City of Casper
 200 N David St Phone: (307) 235-8264
Building Department
 January 2020 Report



Type of Permit	Number of Permits	Fees	Valuations
Add-Commercial	1	\$13,298.01	\$1,388,866.00
Rem-Commercial	11	\$15,614.17	\$1,316,790.00
Rem-Bathroom	4	\$638.00	\$31,000.00
Rep-Deck	2	\$280.00	\$10,648.00
Rep-Re-Roof	21	\$3,002.00	\$125,702.00
New-Residential	5	\$12,056.20	\$1,651,101.00
Rem-Kitchen	1	\$207.00	\$12,000.00
Rem-Residential	7	\$1,955.60	\$164,116.00
New-Sign	1	\$152.00	\$6,810.00
Dem-Residential	1	\$200.00	\$0.00
New-Detached Garage	1	\$636.00	\$62,820.00
Rep-Res-Misc	3	\$583.00	\$34,300.00
New-Storage Bldg	1	\$95.00	\$2,000.00
Rep-Comm Misc	1	\$152.00	\$7,000.00
Add-Other	1	\$104.00	\$3,000.00
Dem-Commercial	1	\$300.00	\$0.00
	62	\$49,272.98	\$4,816,153.00

Electrical Permits Issued	Fees Invoiced
84	\$14,866.00

Mechanical Permits Issued	Fees Invoiced
79	\$11,325.00

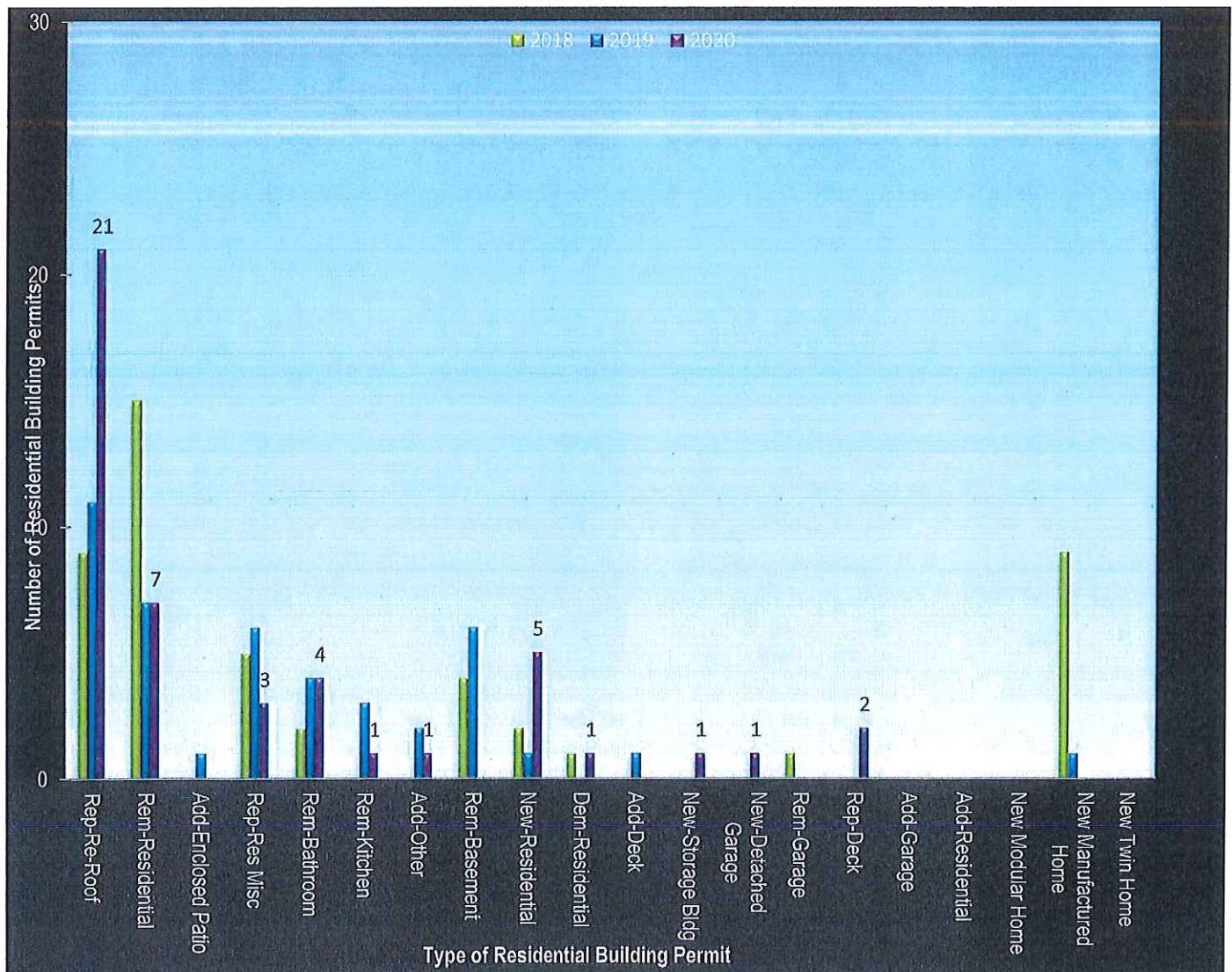
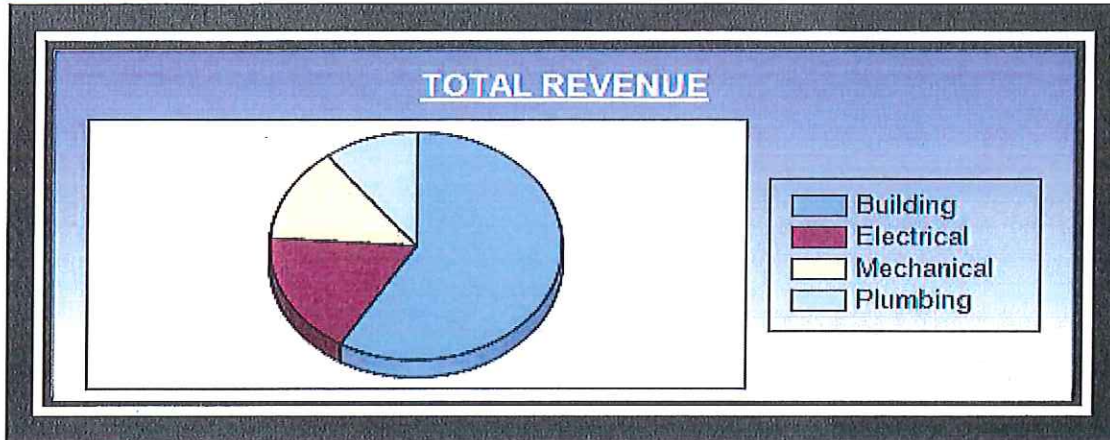
Plumbing Permits Issued	Fees Invoiced
98	\$8,769.00

Single Family Houses YTD			January Single Family Houses		
2019		1	2019		1
2020		5	2020		5



COMMUNITY DEVELOPMENT
DEPARTMENT

State of Wyoming
City of Casper
 200 N David St Phone: (307) 235-8264
Building Department
 January 2020 Report





COMMUNITY DEVELOPMENT
DEPARTMENT

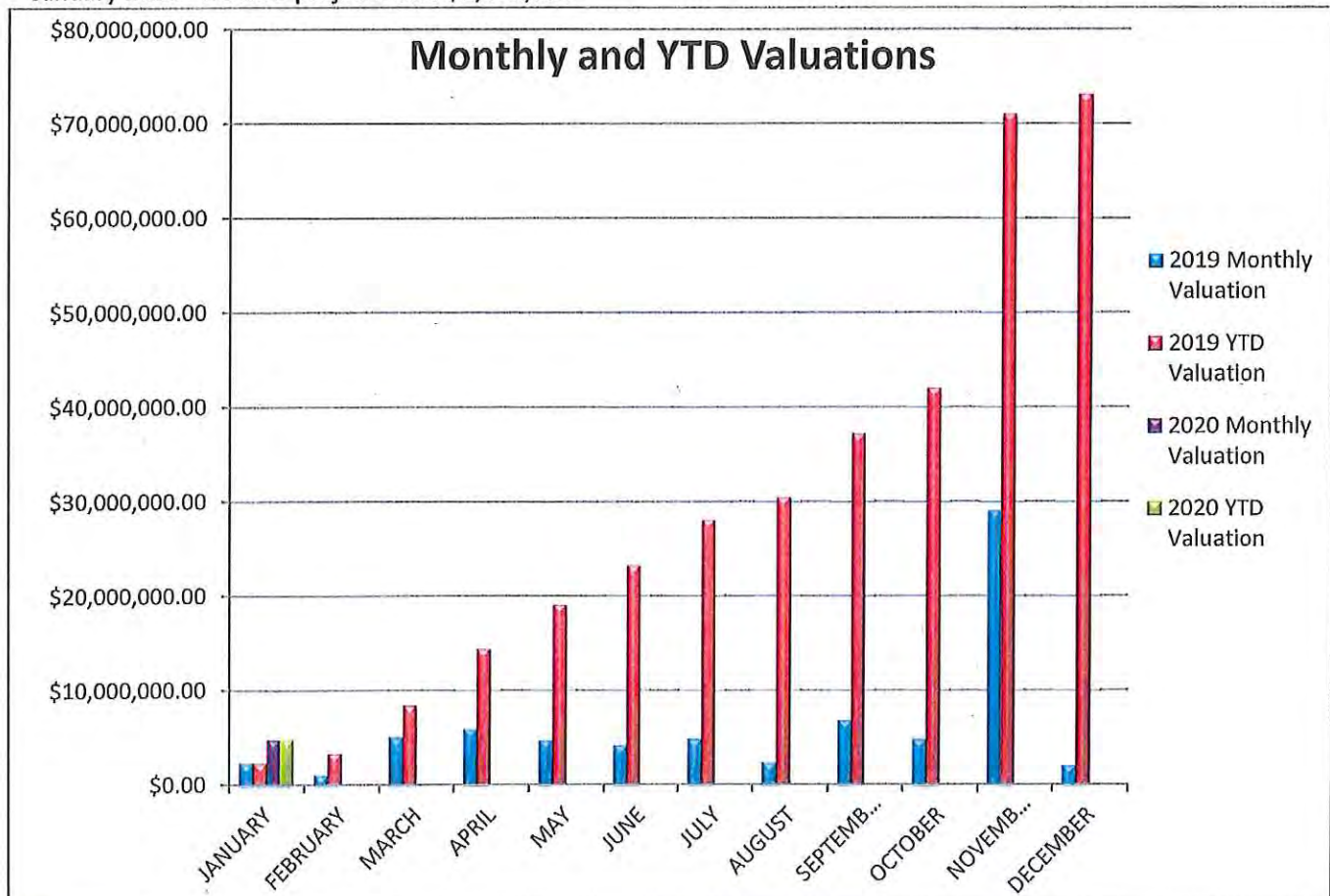
State of Wyoming
City of Casper
200 N David St Phone: (307) 235-8264
Building Department
January 2020 Report



MONTH	2019 Monthly Valuation	2019 YTD Valuation	2020 Monthly Valuation	2020 YTD Valuation
JANUARY	\$2,282,162.88	\$2,282,162.88	\$4,816,153.00	\$4,816,153.00
FEBRUARY	\$1,036,308.48	\$3,318,471.36		
MARCH	\$5,072,606.25	\$8,391,077.61		
APRIL	\$5,929,187.11	\$14,320,264.72		
MAY	\$4,696,267.67	\$19,016,532.39		
JUNE	\$4,152,642.58	\$23,169,174.97		
JULY	\$4,876,893.38	\$28,046,068.35		
AUGUST	\$2,348,883.06	\$30,394,951.41		
SEPTEMBER	\$6,790,186.21	\$37,185,137.62		
OCTOBER	\$4,799,859.60	\$41,984,997.22		
NOVEMBER	\$29,047,317.40	\$71,032,314.62		
DECEMBER	\$2,049,925.00	\$73,082,239.62		
	<u>\$73,082,239.62</u>	<u>\$73,082,239.62</u>	<u>\$4,816,153.00</u>	<u>\$4,816,153.00</u>

LARGE VALUATIONS:

January 2020 - No new projects over \$1,000,000





State of Wyoming
City of Casper
 200 N David St Phone: (307) 235-8264
Building Department
Fees Collected
January 2020 Report



BUILDING PERMITS (INCLUDES DEMO PERMITS)	\$ 38,685.29
ELECTRICAL PERMITS	\$ 14,726.00
MECHANICAL PERMITS	\$ 8,475.00
PLUMBING PERMITS	\$ 12,598.00 *
ELECTRICAL LICENSES	\$ 5,293.50
PLUMBING LICENSES	\$ 3,074.00
MOBILE HOME LICENSES	\$ 90.00
MECHANICAL LICENSES	\$ 3,544.00
UTILITY LICENSES	\$ 965.00
GENERAL CONTRACTORS LICENSES	\$ 7,650.00
SIGN PERMITS	\$ 824.00
C-CAN PERMITS	\$ 25.00
EROSION CONTROL PERMITS	
MOBILE HOME PERMITS	\$ 25.00
PLAN CHECK FEES	\$ 10,491.89
PLANNING FEES	\$ 2,950.00
Totals: \$ 109,416.68	

MONTHLY INSPECTIONS:

BUILDING	ELECTRIC	PLUMBING	MECHANICAL
177	164	184	53

CONSULTS	PLAN REVIEW
42	23

YTD INSPECTIONS:

BUILDING	ELECTRIC	PLUMBING	MECHANICAL
177	164	184	53

CONSULTS	PLAN REVIEW
42	23

2020 Monthly Inspections
January 2020

Inspector	Building Inspections	Electrical Inspections	Plumbing Inspections	Mechanical Inspections	Plan Reviews	Consults, Gray Slips, Miscellan eous	Total Inspections and Plan Reviews
Lonnie Genoff	1	0	140	44	0	0	185
Justin Scott	101	0	0	0	10	0	111
Shawn Barrett	0	74	0	0	3	9	86
Dan Elston	75	0	44	9	10	33	171
Rus Lutz	0	90	0	0	0	0	90
							0
Monthly Total	177	164	184	53	23	42	643

YTD Totals	177	164	184	53	23	42	643
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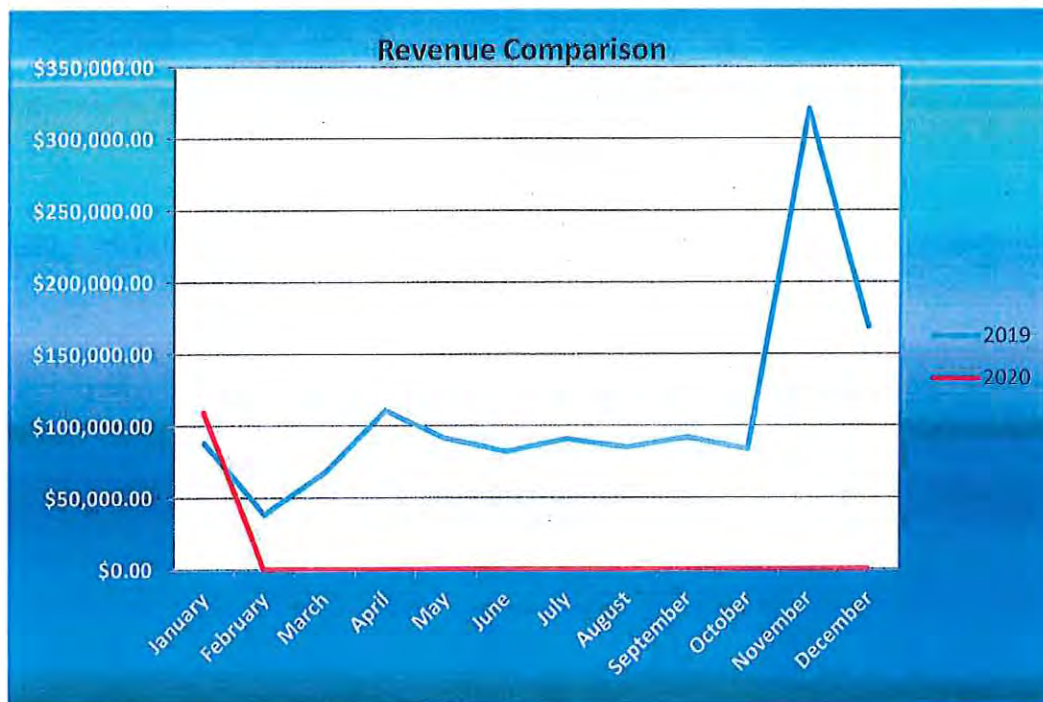
COMMUNITY DEVELOPMENT
DEPARTMENT

State of Wyoming
City of Casper
200 N David St Phone: (307) 235-8264



Building Department
Revenue Collected
January 2020 Report

Month	TOTAL REVENUE FOR 2019	TOTAL REVENUE FOR 2020
January	\$88,267.32	\$109,416.68
February	\$38,690.00	\$0.00
March	\$67,734.89	\$0.00
April	\$111,120.24	\$0.00
May	\$91,425.56	\$0.00
June	\$82,163.47	\$0.00
July	\$91,126.33	\$0.00
August	\$85,385.10	\$0.00
September	\$92,043.97	\$0.00
October	\$83,846.10	\$0.00
November	\$320,732.50	\$0.00
December	\$169,110.25	\$0.00
	\$1,321,645.73	\$109,416.68



Dan Elston: Building Official

APPLICATION FORM FOR GENERAL CONTRACTORS
PART I- GENERAL INFORMATION

✓
EMAIL SENT.
DE,

Date 02/03 20 20
Name of Company (if applicable) Excalibur Construction, Inc.
Name of Qualifying Person or Person(s) Andrew McFaul
Current Address 2275 Dry Ranch Rd. City Sheridan State WY Zip 82801
Telephone Number (307) 752-1259 Cell Number (307) 752-1259
Email amfau1@excalibur-1.com
Employer Excalibur Construction, Inc.
Employer's Address 2275 Dry Ranch Rd. City Sheridan State WY Zip 82801
Position President/CEO Years at present employer 41 Comments _____

What is the purpose of applying for a City of Casper license? we plan to expand
our operation to your area.

Is there a specific project you will be doing? Not yet.

If, yes, provide project name N/A

Date and location of residence in Wyoming Sheridan, WY

If not Wyoming resident, location of residence _____

Class of License you are applying for? Class I _____ Class II ☒ Class III _____
Demolition _____ Roofing _____

Part II- LICENSER HISTORY

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

Location of License	Year Issued	Type of License
<u>Wyoming</u>	<u>2001</u>	<u>Building Contractor</u>
<u>Wyoming</u>	<u>2009</u>	<u>Journeyman Plumber w/Gas</u>
<u>Sheridan, Wyoming</u>	<u>2013</u>	<u>Residential Contractor</u>
_____	_____	_____

CK in drawer

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Andrew McFall
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) Kevin Bare - Building official
(Address) 55 E. Grinnell
(City) Sheridan (State) WY
(Zip) 82801 (Phone No.) (307) 674-5941

Date of Employment: From 1979 through 2020 Add additional
From _____ through _____ dates
From _____ through _____ (as necessary)

Job Title of Applicant President / CEO
Job Description of Applicant owner of Excalibur / oversees all operations of Excalibur.

To be completed by Employer or Person verifying Applicant's information. (Do Not use self-verification.)

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES X NO _____
COMMENTS: _____

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address 556 Grinnell Plz City Sheridan State WY Zip 82801
Day Phone No. 307-674-5941 Cell Phone No. 307-751-7694
Email Address KBare@Sheridan.wy.NET

DATED this 2 day of February, 2020

Kevin Bare
Signature
Kevin Bare
Printed Name of Signature

Subscribed and sworn to before me this 4th day of February, 2020
Krista K Kelly
Notary Public

My Commission Expires:





State of Wyoming
City of Sheridan
55 Grinnell Plaza Phone: (307) 674-5941
Residential Contractor



License Number CL-13-280

In Consideration of the sum of {\$1200.00}, authority is hereby given by the City of Sheridan to:

Name: Andy McFaul

Address: 2275 Dry Ranch Road Sheridan WY 82801

To maintain and carry on the business of:

Business Type: Residential Contractor

Company Name: Excalibur Construction, Inc.

in the City of Sheridan, Sheridan County, Wyoming from: 7/14/2013 to 7/13/2020

In Witness, Whereof, I, Kevin Bare, Building
Official of the City of Sheridan have hereunto
set my hand and affixed the seal of this City, on
8/7/2019.

Building Official

WYOMING TRADES CERTIFICATION PROGRAM

THIS CERTIFICATE IS PRESENTED TO

Andy McFaul

FOR PASSING THE

BUILDING CONTRACTOR

INTERNATIONAL CODE COUNCIL EXAM

George H. Parker
Signature

7/2/01
Date



2000016411

International Code Council
900 Montclair Road
Birmingham, AL 35213
Toll-free (866) 750-2579
Fax (352) 372-3737



To: Andy McFaul
P.O. Box 3076
Sheridan, WY 82801

From: Certification and Testing Department

Date: 06/30/2009

Candidate ID: 2000016411

Subject: 06/26/2009

Examination: Wyoming (WAM) Building Contractor (B)

Result: **PASS**

Congratulations! You have passed the above-named examination.

It is extremely important that you notify Pearson VUE and ICC of any changes in name and/or address to avoid the possibility of future correspondence not being received. Please contact both Pearson VUE at 877-234-6082 and ICC at 866-750-2579 with changes to your name and address.

A passing score on this examination satisfies the testing requirements only, and does not guarantee that licensing will be granted. You must also satisfy all local ordinance requirements prior to be considered for licensure.

ICC reserves the right to amend or withhold any examination scores if, in its sole opinion, there is adequate reason to question their validity.

WYOMING TRADES CERTIFICATION PROGRAM

THIS CERTIFICATE IS PRESENTED TO

Andy McFaul

FOR PASSING THE

JOURNEYMAN PLUMBER W/GAS

INTERNATIONAL CODE COUNCIL EXAM

George H. Parker
Signature

6/30/09
Date

 **2000016411**

PROJECT	SCOPE	COST	YEAR
Compass Center for Families - Phase I	Commercial Tenant Finish	\$147,000	2018
Compass Center for Families - Phase I	Commercial Tenant Finish	\$430,000	2020
Habitat For Humanity	Office tenant Finish	\$167,000	2018
Sheridan Nail Salon	Retail Tenant Finish	\$103,000	2015
Billings Oral Surgery	Medical Tenant Finish: demo/prep	\$287,000	2015
Barney-Graham Attorneys	Law Office Remodel	\$139,000	2016
City of Sheridan	various City Hall Remodels	\$85,000	2010-2019
Kmart-Sheridan	various remodels/repairs	\$63,450	2007-2015
Walgreens-Sheridan	various repairs/maintenance	\$18,440	2018-2020
Excalibur Corporate Headquarters	51,000 sf 3-story Office Building	\$7,800,000	2019-2020
Woodland Park subdivision	80 - Single Family Homes	\$24,910,000	2010-2016
Woodland Park Patio Homes	36 - Patio Homes	\$11,520,000	2016-2020
Aspen Grove subdivision	62 - Single Family Homes	\$24,800,000	2018-2020
Hidden Bridge Ranch subdivision	80 - Single Family Homes	\$32,150,000	2020-
Highlands Project	12 - Single family Homes	\$3,600,000	2019-2020

Current New-Construction Homes In-Progress

Aspen Grove

- A-17 2324 Larch Lane Sheridan, WY 82801
- A-21 2347 Aspen Grove Drive Sheridan, WY 82801
- A-22 2353 Aspen Grove Drive Sheridan, WY 82801

Highland Project

- H-1 1805 Highland Avenue Sheridan, WY 82801
- H-2 1815 Highland Avenue Sheridan, WY 82801
- H-3 1827 Willow Avenue Sheridan, WY 82801
- H-4 1843 Willow Avenue Sheridan, WY 82801
- H-5 1851 Willow Avenue Sheridan, WY 82801
- H-6 1863 Willow Avenue Sheridan, WY 82801
- H-11 1814 Holmes Avenue Sheridan, WY 82801
- H-12 1806 Holmes Avenue Sheridan, WY 82801

Woodland Park Patio Homes

- W-23 870 Pinyon Place Sheridan, WY 82801
- W-24 880 Pinyon Place Sheridan, WY 82801

Civin Project

- C9 1163 Holmes Avenue Sheridan, WY 82801
- C10 650 Holmes Avenue Sheridan, WY 82801
- C11 1642 Holmes Avenue Sheridan, WY 82801
- C12 1636 Holmes Avenue Sheridan, WY 82801

Hidden Bridge

New Subdivision, 50+ Homes, In progress, located on Mydland Road Sheridan, WY 82801

Recent New-Construction Homes Completed

Aspen Grove Subdivision

A14 2327 Larch Lane Sheridan, WY 82801
A15 2333 Larch Lane Sheridan, WY 82801
A16 2330 Larch Lane Sheridan, WY 82801
A24 2371 Aspen Grove Drive Sheridan, WY 82801
A29 2435 Aspen Grove Drive Sheridan, WY 82801
A33 2416 Weeping Willow Court Sheridan, WY 82801
A38 2495 Weeping Willow Court Sheridan, WY 82801
A43 2558 Weeping Willow Court Sheridan, WY 82801
A46 2516 Weeping Willow Court Sheridan, WY 82801
A49 2410 Juniper Lane Sheridan, WY 82801
A51 240 Juniper Lane Sheridan, WY 82801
A52 255 Weeping Birch Court Sheridan, WY 82801
A53 245 Weeping Birch Court Sheridan, WY 82801
A54 235 Weeping Birch Court Sheridan, WY 82801
A55 2401 Juniper Lane Sheridan, WY 82801
A57 2413 Juniper Lane Sheridan, WY 82801
A59 2408 Weeping Willow Court Sheridan, WY 82801
A50 2402 Weeping Willow Court Sheridan, WY 82801

Woodland Park Patio Homes

WP27 910 Pinyon Place Sheridan, WY 82801
WP28 920 Pinyon Place Sheridan, WY 82801
Hoffer 861 Pinyon Place Sheridan, WY 82801
Legerski 871 Pinyon Place Sheridan, WY 82801
WP02 1146 Fleming Blvd. Sheridan, WY 82801

WP04 1162 Fleming Blvd. Sheridan, WY 82801

Powder Horn

15 Deer Haven Drive Sheridan, WY 82801

Other

100 Early Creek Ranchester, WY 82839

625 Red Mountain Ranch Rd., Crested Butte, CO 81224



DEVELOPMENT AND BUILDING STANDARDS FOR THE PATIO HOMES AT WOODLAND PARK

The following DEVELOPMENT AND BUILDING STANDARDS are hereby incorporated and adopted this 30th day of JANUARY, 2012 by the Patio Homes at Woodland Park, LLC, a Wyoming Limited Liability Company, (hereinafter referred to as "Declarant"), as owner of the Patio Homes at Woodland Park.

RECITALS

A. Declarant is the owner of that real property (the "property") described in Exhibits of this Declaration, which is a subdivision known as the "Patio Homes at Woodland Park" formerly known as "Tract 2 of Woodland Park Subdivision". The Patio Homes at Woodland Park are Lots 1-36 and are situated upon property described in the plat which was recorded in the office of the Sheridan County Clerk on 9-23-2011, in Book P of Plats at Page 95, herein referred to as "the plat". Hereinafter such individual dwelling units are to be called "residential units". It is contemplated that each of the residential units will be sold to individual purchasers (the "residential owners") and that part of the property (the "common areas") being the property described and Shown as outlot A, B, C, D, E, and F on the plat referred to above shall be held subject to the provisions of this Declaration and eventually conveyed to an entity formed and to be conducted as hereinafter described as the "Association", for the benefit of the residential owners. All reference to the common areas herein contained shall be deemed to refer to common areas of said plat and all references to residential lots herein contained shall be deemed as excluding said common areas.

B. Declarant has platted patio home lots and desires to cause to be constructed on the property Patio Homes to be built for efficiency and freedom from maintenance of exterior surfaces of the structures, and provide seasonal care for grounds and walks. Declarant desires to assist favorable residential living and recreation, and proposes to establish and implement plans for residential living and recreation. Declarant desires to impose these Development and Building Standards on the subject property so as to control and maintain the quality and standards of the Patio Homes at Woodland Park.

C. Declarant is adopting these Development and Building Standards to accompany the Declaration of Protective Covenants for the benefit of all owners of lots in the Patio Homes at Woodland Park LLC, such that lots may be held, transferred and used only in a manner consistent with these Declarations, which shall run with the land and be binding with all parties having any right, title and interest in the property, and their successors and assigns.



ARTICLE I

Definitions

- 1.01. The following words and terms, when used in these Development Standards, shall have the following meanings:

Association shall mean and refer to the Patio Homes at Woodland Park Homeowners' Association, its successors, and assigns. Members of the Association shall be owners of lot(s) within the subdivision.

Architectural Review Committee shall mean and refer to the Architectural Review Committee, and its members.

Common Area shall mean and refer to all real property within the property owned or controlled by the Association for the common use and enjoyment of the owners. City right of ways throughout the subdivision shall also be maintained by the Association if not done so by the City. Common Area shall also include the Roads and Easements, as defined herein, except to the extent such roads and easements are dedicated to and accepted for maintenance by the City of Sheridan, Wyoming, or other public maintenance entity.

Common Expenses shall mean and refer to maintenance, insurance, taxes, repairs, operations, management and administration expenses, legal and accounting expenses, management fees and other expenses declared by the provision of the Covenants Declaration or by the By-Laws of the Association to be common expenses or assessable against owners of the lots, and all sums lawfully assessed to maintain, administer, and operate the common area by the Association.

Declarant shall refer to the Patio Homes at Woodland Park, LLC, which is the owner and developer of the Patio Homes at Woodland Park.

Dwelling shall mean any building or unit located on a lot intended for shelter and housing.

Dwelling Accessory Building shall mean a subordinate building, or a portion of a dwelling, the use of which is incidental to the dwelling and customary in connection to that use.

Exhibit shall mean an attachment to either the covenants or development and building standards and incorporated therein.

Homeowners' Association or Associations shall mean all of the members designated in accordance with the covenants. The Homeowners' Association's board, called the "board", shall operate the Homeowners' Association.



Living Area shall mean that portion of a dwelling which is enclosed and customarily used for dwelling purposes and having not less than six feet (6') of headroom, but shall not include open porches, open terraces, breezeways, attached garages, carports or dwelling accessory buildings. It shall include those areas of the building which are no more than three and one half feet (3½') below the exterior grade, and considered as living area by the City of Sheridan Engineering Department.

Lot shall mean a lot of land described by lot number on any of the Patio Homes at Woodland Park plat of the property, together with any improvements thereon.

Maintenance shall mean exercise of reasonable care of buildings, roads, landscaping, lighting, and other related improvements and fixtures in a condition comparable to their original developed condition, normal wear and tear excepted.

Maintenance of Landscaping shall mean the exercise of generally accepted lawn and garden management practices necessary to promote a healthy, weed-free environment for optimum plant growth.

Manufactured Home shall mean a residential structure built in a factory setting, constructed under the guidelines of the HUD code. The HUD code is a performance code, that is, the code requires the structure to perform to a specific specification.

1. A HUD code manufactured home will have a red HUD seal attached (small rectangle) to the left lower corner of the front of the home (opposite the transport hitch end). Both halves of a double section home will have the seal.
2. HUD code homes are built on a massive steel support frame. Four (4) huge steel I-beams (under a double section) with cross members and outriggers. A manufactured home is designed to be fully supported by the steel frame on a foundation approved by the manufacturer.

Modular Homes shall mean homes built to the building code of the State in which the home is to be sited. Modular homes are sometimes referred to by their code, example "Boca" or "UBC". Modular homes may look exactly like their sibling manufactured home, or they may look entirely different. Some modular homes are indistinguishable from elaborate site built homes. Modular homes can be built on a manufactured home type steel frame or transported to the building site on a steel carrier, then lifted off the steel and moved onto the concrete and site-installed foundation. Modular homes are typically more expensive than a manufactured home, and thus appraise higher.

Owner shall mean owner(s) of record, whether one or more person(s), of the fee simple title to, or the contract purchaser of any lot situated upon the properties, but shall not mean or refer to any holder of debt or mortgage unless such holder has acquired title pursuant to foreclosure or any proceeding in lieu of foreclosure.

Property shall mean and refer to the lands platted under the Patio Homes at Woodland Park LLC.

Residential Unit shall mean and refer to a single lot or home built upon said lot.

Roads and Easements shall mean and refer to all roads, streets and easements shown on the recorded plat of the Patio Homes at Woodland Park Subdivision.

Single-family shall mean one or more persons each related to the other by blood, marriage or adoption, or a group maintaining a common household in a dwelling. In any event HUD standards shall determine the definition of family and the subdivision shall comply with HUD regulations. The subdivision shall not define the family unit.

Special Improvement District - shall mean the Special Improvement District (SID), as recognized by Sheridan County and the State of Wyoming referring to the Patio Homes at Woodland Park in the Woodland Hills Special Improvement District.

As of the time of this Declaration, there are no assessments on SIDs (Special Improvement Assessments). This SID exists solely for the purposes of the protection of the Patio Homes at Woodland Park and the owners in the Subdivision. It is possible that the Association could apply to the district to be assessed for road or other public improvements in the event the City would not supply those improvements in a timely fashion. It is believed this will be unnecessary, but the system is in place for an extremely rare possibility.

Story shall mean that portion of building including between the surfaces of any floor and the surface of the floor next to, above, or if there is no floor above the space, between the floor and the ceiling next above.

Structure shall mean any building or other improvement erected or constructed, the use of which requires more or less permanent location on or in the ground, or attached to something having a permanent location on or in the ground.

ARTICLE II **Architectural Review Process**

Objective:

The developer's objectives are to carry out the general purposes expressed in the Declaration of Covenants and the Development and Building Standards with the intent that any improvements or changes in the properties will be of good and appropriate design, and to assure materials or workmanship of all improvements are of good quality and comparable to other improvements in the area.

- 2.01. **Architectural Review Committee Responsibilities.** The Committee may revise the Homes at Woodland Park Development and Building Standards, provided that a majority of the Committee and the Homeowners' Association board approves the proposed



revisions and are in general compliance with the City of Sheridan and records the same at the Sheridan County Courthouse.

- 2.02. **Priority of Approval.** The application for building permit, or commencement of any construction before approval has been granted by the Committee, shall be a violation of the Declaration and these Development Standards.
- 2.03. **Matters Requiring Approval.** Prior written approval shall be obtained from the Committee with respect to all matters stated in the Declaration as requiring such approval. A matter requiring approval of the Committee shall be submitted to its Chairman, or as the Committee otherwise designates. Additionally thereto, no application for building permit shall be filed, no building, fence, wall or other structure shall be commenced, erected or changed upon the properties, nor shall any exterior addition to or change in or alteration of any lot or the improvements located thereon be made, nor shall any clearing of trees or change of property grade be made, until the plans and specifications showing the nature, kind, shape, elevations, heights, location and grade, design and proposed location on a lot have been submitted to and approved in writing by the Committee.
- 2.04. **Building Plans.** Building plans must include a color scheme, a site plan (with building locations, grades and landscaping), and a proposed construction schedule, and must show back, side and front elevations, indicating roof design, window size and placement, an exterior style and finish. Building units that are to be pre-fabricated off-site must have the preliminary or sales plan submitted to the Committee for a preliminary review to determine if the construction and the design and the style, windows, roof lines, and details meet the minimum criteria, provided that the preliminary review does not relieve the owner from the obligation to meet the remaining review requirements applicable to all dwellings. These plans are recommended to be of contractor quality, but nothing herein shall preclude a homeowner from drawing a basic sketch themselves and submitting it. It is the intent of the Declarant that this process shall not be excessive to the builder or lot owner.
- 2.05. **Landscape Plan.** A basic landscape plan shall accompany the dwelling drawings. The landscape plan shall include a walk paved with stone, brick, or concrete, three feet wide or wider to the front door, and at least one tree, xeriscaping with wood mulch or stone, all with positive drainage away from the house with automatic sprinkler and drip line systems incorporated for irrigation of lawn areas. Additionally, each owner may add trees, additional xeriscaping, flowerbeds, pigmented or stained concrete, driveways, or sidewalks and illuminated house numbers. The landscape plan shall be completed as soon as practicable after occupancy, but will have a year to complete. Sod is not required, as long as there is some growing and living component incorporated into the landscaping. Seeding of grass will be allowed.
- 2.06. **Procedure.** Whenever approval is required of the Committee, appropriate building plans and specifications shall be submitted to the Committee. Construction plans shall identify the general contractor and all subcontractors, all of whom shall be licensed by the City of



Sheridan. There is nothing herein to preclude a lot owner who is qualified from building their own home, provided the City of Sheridan will permit it. The Committee shall either approve or disapprove such design and location and proposed construction and clearing activities within thirty (30) days after said plans and specifications have been submitted to it; except that, if such plans and specifications are disapproved in any respect, the applicant shall be notified wherein such plans and specifications are deficient. The Committee may withhold approval for any reason deemed by it to be appropriate, including aesthetic reasons, except that approval will not be withheld for capricious or unreasonable reasons. If such plans and specifications are not approved or disapproved within thirty (30) days after submission, approval will not be required and this Article will be deemed fully complied with; provided that nothing herein shall be deemed to waive the obligation of each owner to comply with the substantive covenants and restrictions of this Declaration, including without limitation the requirements of Articles IV and V. At the discretion of the Committee, a reasonable filing fee established by the Committee shall accompany the submissions of such plans to defray expenses, except that so long as the Committee is under developer's control such fee shall not exceed fifty dollars (\$50.00). At the time of this filing, there is no fee established. No additional fee shall be required for resubmission of plans revised in accordance with recommendations made upon disapproval. A copy of each approved set of plans and specifications shall be kept on file by the Committee. The submitted plans and specifications may be 11x17 inches for convenient reproduction.

ARTICLE III

General Provisions Concerning the Architectural Review Committee:

- 3.01. Assessment of Fees. The Architectural Review Committee may assess reasonable fees in connection with its review of plans and specifications. The Association will strive for volunteers so that fee may be waived.
- 3.02. Delegation of Responsibilities. The Architectural Review Committee may delegate its plan review responsibilities to one or more of its members or architectural consultants retained by the Architectural Review Committee. Upon such delegation, the approval or disapproval of plans and specifications by such member or consultants shall be equivalent to approval or disapproval by the entire Architectural Review Committee.
- 3.03. Address. The address of the Architectural Review Committee shall be the address established for giving notice to the Association, unless otherwise specified in the Development Standards. Such address shall be the place for the submittal of plans and specifications and the place where the current Development Standards will be kept.
- 3.04. Owners' Rights and Restrictions. The establishment of the Architectural Review Committee and the procedures herein for architectural approval shall not be construed as changing any rights or restrictions upon owners to maintain or repair their lots as may otherwise be specified in this Declaration, the Bylaws or Association Rules.



- 3.05. **Approval or Disapproval Period.** The Architectural Review Committee shall approve or disapprove any plans and specifications submitted to it in accordance with the Development Standards within such period as may be specified in the Development Standards or the Declaration.
- 3.06. **Approval and Conformity of Plans.** No building, fence, wall or other structure or improvement of whatever type shall be commenced, erected or maintained upon the property (except for initial construction on the common areas by the Declarant), nor shall there be any addition to or change to the exterior of any residence or other structure or improvement upon a lot or the landscaping, grading or drainage thereof, including, without limitation, the painting (other than painting with the same color of paint as previously existed) of exterior walls, patio covers and fences, except in compliance with plans and specifications therefore which have been submitted to and approved by the Architectural Review Committee in accordance with the Development Standards as to harmony of external design and location in relation to surrounding structures and topography.
- 3.07. **Non-Liability for Approval of Plans.** Plans and specifications shall be approved by the Architectural Review Committee as to style, exterior design, appearance and location, and are not approved for engineering design, structural integrity, or for compliance with zoning and building ordinances, and by approving such plans and specifications neither the Architectural Review Committee, the members thereof, the Association, any Member, neither the board nor the Declarant assumes any liability or responsibility therefore, or for any defect in any structure constructed from such plans and specifications. Neither the Architectural Review Committee, nor any member thereof, nor the Association, nor the board, nor the Declarant shall be liable to any owner or other Person for any damage, loss or prejudice suffered or claimed on account of
- a) the approval or disapproval of any plans, drawings and specifications, whether or not defective,
 - b) the construction or performance of any work, whether or not pursuant to approved plans, drawings and specifications,
 - c) the development, or manner of development of any property within the Project, or
 - d) the execution and filing of an estoppel certificate pursuant to the Development Standards, whether or not the facts therein are correct; provided, however, that such action, with the actual knowledge possessed by the Architectural Review Committee, was taken in good faith. An approval of plans and specifications by the Architectural Review Committee is not, and shall not be deemed to be, a representation or warranty that said plans or specifications comply with the applicable governmental ordinances or regulations including, but not limited to, zoning ordinances and building codes. The foundation recommendation must come from a registered engineer. The lot owner is responsible for obtaining this foundation engineering and any testing of soils for their foundation. The



Declarant is not responsible or liable for any soils or lot testing or foundation designs, engineering or foundation failures. The City and Declarant recommend soils tests.

- 3.08. **Inspection and Recording of Approval.** Any member or authorized consultant of the Architectural Review Committee, or any authorized officer, director, employee or agent of the Association, may at any reasonable time enter, without being deemed guilty of trespass, upon any lot after reasonable notice is provided to the owner in order to inspect improvements constructed or being constructed on such lot to ascertain that such improvements have been or are being built in compliance with the Development Standards and this Declaration. The Architectural Review Committee shall cause such an inspection to be undertaken within thirty (30) days of a request therefore from any owner as to his lot, and if such inspection reveals that the improvements located on such lot have been completed in compliance with the Development Standards, the Architectural Review Committee shall provide to such owner a notice of such approval in recordable form which, when recorded, shall be conclusive evidence of compliance with the provisions of the Development Standards as to the improvements described in such recorded notice, but as to such improvements only.

ARTICLE IV **Lot Use and Building Type**

- 4.01. **Lot Use.** All lots are designated for twin homes/duplexes and shall be purchased as pairs. Construction of the twin homes/duplexes shall be simultaneous on each pair of lots. Only upon completion of construction may an individual lot with its dwelling be sold as a separate entity. The erection of more than one dwelling per lot or the re-subdivision of the lots is prohibited. The density and usage of the lot and dwelling must be approved by the Declarant to insure it will be harmonious to the surrounding structures. This shall be the sole discretion of the Declarant until seventy-five percent (75%) of the lots have been sold.
- 4.02. **Residential Use Only.** Unless permitted by the Architectural Review Committee, in its sole discretion, no residential lot shall be used except for residential purposes. Notwithstanding the foregoing, owners may use their residences for in-home offices if:
- a) consistent with applicable governmental zoning ordinances,
 - b) traffic is not unreasonably increased in the the Patio Homes at Woodland Park, and such use is approved in advance by the Architectural Review Committee, in its sole discretion; provided, further, that the Architectural Review Committee/Homeowners' Association board can revoke such use in its discretion at any time for cause.
- 4.03. **Building Types.** Only new modular homes, component homes and site built homes will be allowed in the subdivision. No manufactured homes will be allowed. The committee shall make the final determination as to whether or not a structure is a mobile, manufactured or modular home.



- 4.04. **Quality of Construction.** It is the intention and purpose of this Declaration to ensure that all structures shall be of quality design, workmanship and materials, which are compatible and harmonious with the natural setting of the area and other structures within the Patio Homes at Woodland Park. All structures shall be constructed in accordance with applicable City of Sheridan building codes and with more restrictive standards that may be required by the Committee.
- 4.05. **Compliance with City.** The lot owner must survey and or determine the appropriate City set back lines and lot lines with approval of the City Building authorities.

ARTICLE V

BUILDING REQUIREMENTS

No dwelling shall be permitted to be constructed upon the properties, nor shall the Committee be required to approve any construction, which does not comply with the following minimum requirements:

- 5.01. **Structure Height.** The height of the dwelling on these various lots is as follows:

Maximum:

Lots 1-4, 17-36; one level

Lots 5-16; 1 ½ story, including bi-level construction, and may include a bonus room over the garage.

The Declarant shall have the final and sole decision on the reasonable height so the views of the surrounding lots are not obstructed.

- 5.02. **Surface Area.** No one-story dwelling shall be constructed having less than 1,050 square feet of living area. No bi-level dwelling shall be constructed having less than 1,600 square feet of living area. One-and-one-half (1 ½) story dwellings must have at least 900 square feet on the main level and one-half (½) story above making for at least 1,350 square feet total. Bi-level dwellings may extend below grade however standard height basements are not allowed.

- 5.03. **Front Elevation.** Any single family dwelling constructed must have a 4:12 or steeper pitch for roof slope and a front elevation that has an architectural feature or front porch so that an even simple design has curb appeal and is compatible with other dwellings in the area. It is suggested that the front elevation include a roof design with various breaks created by eaves or overhangs, consideration of window size and placement, and an appealing exterior style and finish. Eaves must extend a minimum of sixteen inches (16") beyond the exterior siding and an architectural element applied to the front or end. Any dwellings, which appear too similar or identical in the front elevation to adjacent homes, shall be modified slightly to appear different.



- 5.04. **Garages.** Two-car attached Garages must be constructed. Garage doors may be insulated panel, or heavy-gauge metal panel; lightweight hollow metal overhead doors, which are vulnerable to damage from even moderate potential impacts (such as a basketball), will not be allowed. Garage doors shall blend appropriately with the approved color scheme of the residence. If there are more vehicles in the household, an additional parking pad for each vehicle shall be constructed. There shall be no on-street parking in front of any dwelling. The reasoning for this is that if cars are parked on the street, then children can run out between the vehicles and have a chance of being struck by oncoming traffic.
- 5.05. **Fences.** Only approved fences shall be permitted upon any lot. The fences shall not exceed five feet (5') in height and shall be placed to the side and rear of the residential structure. Special consideration may be given for corner lots, where one of the fence lines may be extended to the front building line, but no closer than ten feet (10') from the lot corner nearest the adjacent street intersection. No fencing will be allowed within ten feet (10') of proposed park or conservation areas. Site wall and fences must appear as a visual extension of the residence, incorporating similar or compatible materials, color and finish whenever possible. Gates in the rear or side of the dwelling must accommodate commercial mowing machines five foot (5') gates are required. Privacy walls may be constructed of brick or stone masonry, stucco or over concrete masonry, or tasteful combinations thereof. Wire fencing is prohibited except along the bottom interior of any vinyl fence to contain small pets. A fence material and color list and design plan shall be furnished to each purchaser. Fences should all be planned and be placed equal distances with the posts and runners to look uniform and lined up one to another. Retaining walls may be constructed of cast concrete or engineered brick or concrete masonry; however, all exposed walls surfaces and edges must be treated with approved finish, such as brick or stone veneer, painted stucco, or split-face texture with custom color so as to blend unobtrusively with its natural surroundings. All retaining walls must include suitable drainage systems and weep holes to relieve ground water and hydrostatic pressure. Dry stack retaining walls of native stone do not require supplemental facing or finish. All dry stack retaining walls over two feet in height must slope against the grade a minimum of 4:1 (one foot back for each four feet in height). Dry stack retaining walls must not be subject to watershed runoff.
- 5.06. **Basketball Backboards.** Free standing or wall-mounted basketball backboards are not allowed, due to the close proximity of the structures and also the availability of the school grounds and college.
- 5.07. **Placement of Party and Other Walls.** It is contemplated that each of the residential units shall have one or more party walls, each connecting it with the other residential unit in the building. It is intended that each party wall shall be erected upon the lot line between the residential units concerned and that each non-party exterior wall of each residential unit shall be erected wholly within such residential unit so as not to encroach upon any common areas or outside of the City Building set back areas. In the event of an unforeseen and acceptable encroachment, the Association may in its own discretion,

grant easement. It is strongly advised that a surveyor stake the foundation footprint to ensure the building is placed properly. It is advised to have the adjoining walls heavily insulated for noise. All construction must pass the City of Sheridan's building code, and the builder and homeowner are responsible for proper placement. In the event one unit's party wall would affect the adjoining unit with water or other occurrence, the Association may intervene.

5.08. **Privacy Panel.** A privacy panel of approximately ten feet (10') in length (or the length of the patio) and six feet (6') in height may be constructed between the patios in line with the party wall.

5.09. **Pools.** All spas must be constructed clear of all required setbacks and in accordance with City of Sheridan regulations. Pools are not allowed, except as a landscaping feature, which must be approved by the Architectural Review Committee.

5.10. **Driveways.** Access driveways and other areas for vehicular use on a lot must have a base of compacted gravel, crushed stone, or other approved base material and paved with concrete. Driveways must be completed prior to occupancy unless prior approval is received from the Committee.

5.11. **Mechanical Equipment.** Roof mounted mechanical equipment is prohibited. Any exterior mechanical equipment must be wall, or ground mounted adjacent to residence. Wall/window mounted equipment must be painted to blend unobtrusively with the adjacent wall material; ground mounted equipment must be enclosed by walls or fencing or landscaping of sufficient height and density to screen the equipment from view and buffer sound as well.

5.12. **Outdoor Storage.** Outdoor areas housing trash containers, clotheslines, maintenance and service equipment such as lawnmowers, and overflow storage shall be screened from all adjacent properties by a wall or fence conforming to Development Standards.

5.13. **Signage.** Signs shall not be displayed on any lot or any common area except that:

- a) Each general contractor, during a major addition to an existing home or during active construction period of new home until a contract sale is executed, may place a single construction sign, no larger than four square feet, in accordance with these standards.
- b) Individual lot owners may display a single tasteful "For Sale" sign, (or standard real estate sign), no larger than four square feet. If the Architectural Review Committee deems any sign to be inappropriate, the Architectural Review Committee's decision shall be final.
- c) Signs indicating security protection will be permitted, with the consent of the Designer Review Committee, provided that such signs are ground or wall

mounted, no larger than one square foot, limited to two per lot (one-for the front yard and one for the rear yard).

- d) Development-related signs owned and erected by the Declarant shall be permitted without limitation.
- e) Signs for temporary single events, such as a garage sale sign, may be permitted for up to one week.
- f) All signs, regardless of type, are subject to the approval of the Architectural Review Committee for style design, color, text, location, and duration of exhibit.
- g) All home office signs or family name signs must not exceed two feet (2') square and must be attached to the dwelling.

5.14. Lighting. Street lighting will be installed in accordance with City regulations by the Declarant. Owner may erect supplement lighting in accordance with their landscaping plan provided that such lighting does not result in excessive glare toward the street and neighboring properties. All exterior lighting must be of a low-level subdued intensity and is subject to approval by the Architectural Review Committee.

5.15. Foundations. Foundations must harmonize and complement the dwelling. Permanent, solid foundations are required. Simple skirting or false blocking will not be allowed. The City of Sheridan building standards must be followed. No straw or alternative systems will be allowed without written approval by the committee.

5.16. Exterior Materials.

- a) As the Association will be responsible for replacing the siding and roofs, the following is required: As time passes, new and better materials emerge for building. Therefore, specific materials cannot be specified herein, but the Association may make its determination from year to year. Long term warranty siding products are required. Stucco/EIFS, concrete fiber, and man-made products will be reviewed by the Association to ensure they have a long life of materials projection. A thirty-year (30) or longer warranty is required. Prefinished siding products must have a low-gloss wood-grained finish. Fiber composition products must possess a porous wood- grained texture suitable, and it is recommended that it be a pre-finished, hard-baked application. to avoid the application of stain or paint.
- b) Soffits and fascia should also be of maintenance free materials. At this time, Aluminum is encouraged, but this may change as other materials emerge on the market.
- c) The use of masonry as an exterior finish material will be considered acceptable. Masonry grouts would be of a non-contrasting color to blend unobtrusively with



its masonry counterparts. Simulated or cultured stone will be allowed. The stucco may be used as an accent material, or may be considered for use as the predominant exterior finish material, in tasteful combination with other allowed materials, when warranted by the particular design style of the submittal. The Architectural Review Committee on a case-by-case basis shall determine the extent of stucco, which is acceptable.

- d) The aesthetic merits of any combination of exterior materials are subject to review and approval by the Architectural Review Committee in order to maintain the architectural integrity and consistent visual aesthetics of a community of homes.

5.17. Roofs. As previously stated, all residences will have a 4:12 or steeper pitched roofs.

- a) Allowable sloped roof forms include gable, hip, Dutch-hip, gambrel, or shed (in contemporary styles, or in combination with other traditional roof forms). Geodesic domes, flat roofs, mansard roofs, earth sheltered (sod roofing) and A-frames are prohibited.
- b) The roofing on all structures will be of colors to be determined by the Architectural Review Committee considered to be harmonious to all the structures. Allowable roofing materials include fire-retardant, non-reflective premium dimensional architectural asphalted shingles with a minimum of thirty-year (30) guarantee, and shall meet the City of Sheridan Building Ordinances.
- c) All exposed metal on the roof (except for approved prefinished products), including, but not limited to, flashing, vent pipes, spark arresters, chimneys, ridge or eave vents, and skylight frames, shall be primed and painted to blend unobtrusively with adjacent materials.
- d) All roof forms are subject to the height limitations described herein.

5.18. Chimneys, Outdoor Fires, and Fireplaces. Chimney elements are subject to the same material limitations described herein; freestanding exposed chimney pipes will not be allowed, except for the rare exception as an element of a contemporary design style.

- a) All chimneys must be equipped with a U.L. or I.C.B.O. approved spark arrestor, including chimneys for outdoor fireplaces. Open outdoor fire pits are prohibited; barbecues are permitted, provided they are lidded cookers.
- b) Wood burning stoves, and fireplaces are allowed. Coal burning is prohibited.

5.19. Exterior Colors. The color combination of exterior materials should generally be subtle and tasteful to blend with the neighborhood and landscape. Muted pastels, beiges, earth tones and grays are acceptable exterior wall colors. Colors approaching the primary range (red, blue and yellow) are not allowed, as are drastic contrasts in value (light to dark); no whites. Extreme contrast in colors of individual masonry units or between

masonry units and their grout matrix should be avoided. Roofing materials should be of natural or medium to darker tones, this color to be determined by the Association for continuity of the dwellings.

All color schemes must be approved by the Architectural Review Committee prior to their application to any portion of a residential structure. It is the intent of the board to preclude the use of colors that would appear to be inconsistent or not harmonize with the neighborhood.

- 5.20. **Windows, Doors, and Skylights.** Highly reflective glazing material and reflective sun screening films are prohibited for use in windows, glazed doors, skylights, or for other exterior applications. Vinyl windows and applications will be allowed. Metal coated/clad wood windows are also encouraged.
- 5.21. **Building Projections.** All projections from a residence or other structure, including but not limited to, chimney flues, vents, flashing, louvers, gutters, downspouts, utility boxes, porch railings and exterior stairways shall match the surface from which they project, or must be painted or stained an approved color to blend unobtrusively with adjacent materials. All building projections must be contained within the building setbacks. Television, radio and other communication antennae or any satellite system (24" maximum diameter) approved by the Committee shall be placed upon the rear of any dwelling roof. No external wind generators shall be erected. All lines or wires shall be buried in conduit. Any roof exhaust systems except for chimneys accepted by the Committee shall also be placed upon the rear of any dwelling roof.
- 5.22. **Alternative Energy Applications.** Passive solar design is allowed. Alternative energy systems must be reviewed for aesthetic compatibility and approved by the Architectural Review Committee. No external wind generators shall be erected.
- 5.23. **Mailboxes.** The US Postal Service will deliver mail to central banks of mailboxes for homeowners.
- 5.24. **Temporary Structures.** No trailer, mobile home, recreational vehicle, tent, shack, garage, barn, dwelling accessory building, outbuilding or other structure, and no temporary building or structure of any kind shall be used for a residence, either temporary or permanent, except as otherwise permitted herein or in any applicable Supplemental Declaration. However, the occasional, temporary use of motor homes or travel trailers for extra space when there are guests or in emergencies shall be permitted, provided the vehicle is parked off street on a suitable surface and shall not be parked for more than ten (10) days in any calendar year. Temporary structures used during the construction of a structure shall be on the same lot as the structure and such temporary structures shall be removed immediately upon completion of construction.
- 5.25. **Mobile Homes.** No mobile home shall be permitted upon any lot at any time. This restriction shall not prevent the temporary parking and occasional use of a camping trailer

or motor home in accordance with the provisions above, so long as the unit is parked on a suitable surface and is not a permanent residence.

- 5.26. **Changes or Additional Construction.** All changes or additions to the approved plans before, during, or subsequent to their initial construction, must be approved by the Architectural Review Committee, before the alteration may be implemented.

ARTICLE VI **Easements Reserved with Respect to Lots**

Easements under and through each lot are dedicated to the public and reserved for utilities and access as so noted on the plat. Declarant reserves the right to ingress and egress as reasonably necessary to exercise such easements as follows:

- 6.01. **Utility and Drainage Easements.** To the extent that utility easements are not shown on any the Patio Homes at Woodland Park, LLC lot or plat, then a five-foot (5') strip running alongside lot lines, front lot line and rear lot line of dwelling lots, contained by setback lines, is reserved for drainage, the installation and maintenance of utility facilities, and incidental usage related thereto.
- 6.02. **Common Irrigation-Water Line.** The Developers and Homeowners' Association shall at their sole discretion reserve easement upon and access to lots for the installation and maintenance of a common irrigation-water line in the event the Homeowners' Association or Declarant elects to install said common irrigation line. Currently, the plan is for each individual homeowner to tie onto their individual service line for their own sprinkler system.
- 6.03. **Maintenance of Easements.** The owner shall not place any structure on any easement or setback area and shall be responsible for maintaining the easement. Any damages caused by an easement user of right to the easement shall be repaired and restored by such user.
- 6.04. **Easement Access.** No owner shall have any claim or cause of action, except as herein provided, against Declarant, and the Architectural Review Committee or its successors, assigns, or licensees arising out of exercise or non-exercise of any reserved easement except in cases of willful or wanton misconduct.
- 6.05. **Water Rights.** All water rights are being retained by the Declarant, with the exception of any water wells on their respective lots.

ARTICLE VII

Controls Applicable During Construction:

Each owner shall be responsible for the conformance with all such rules by the owner's builder and contractors:

- 7.01. **Dumpster.** At all times during the construction period, a trash dumpster shall be located on the site and all construction debris shall be placed in the dumpster. The dumpster shall not be dragged nor do any damage to the asphalt in the street, curb or sidewalk. Any damage shall be repaired by the homeowner. Any and all construction debris shall be picked up by the homeowner or contractor and not allowed to be carried outside the lot by the wind. The roads shall be kept clean at all times. Any dirt or debris which is deposited on any road or other lot by any vehicle entering or leaving the owner's site shall be cleaned and removed immediately.
- 7.02. **Storage of Building Materials.** Building materials shall be stacked neatly on the site and shall not be stored on adjoining property. Adjoining property shall be restored if damaged.
- 7.03. **Protection of Common Infrastructure.** All equipment which is used in excavating or construction and which is not rubber-tired, rubber tracks or street pads shall only be loaded or unloaded within the boundary lines of each respective lot where excavating or construction is being performed and may not cross sidewalks, curbs or asphalt. All landscaping materials must be placed on the homeowner's lot and not on the public street.
- 7.04. **Access Aprons.** Access aprons must be constructed prior to excavating the foundation to protect the sidewalk and curbing. If the sidewalk or curbing is substantially compromised or needs repair, it is the responsibility of the lot owner to repair it to its original state.
- 7.05. **Topsoil Conservation.** During excavation the builder must scrape and conserve all topsoil to put back upon the same lot. The excavation material from one site cannot be placed on top of the top soil of an adjacent lot while digging, unless permission has been granted from the adjoining site in which event the adjoining lot's topsoil must be protected and conserved on its respective lot.
- 7.06. **Security Barricades.** Proper and adequate barricades shall be provided for protection of any open excavation, formed and/or poured foundation wall prior to back-filling and/or completion of first floor, horizontal openings in any floor (such as stair-wells) prior to the completion of proper railings, stairs or other uses.
- 7.07. **Construction Timeframe.** Any construction undertaken on any lot shall be continued with diligence toward the completion thereof and construction of any dwelling shall be completed within nine (9) months from commencement of construction, except that such period may be extended for a reasonable time by reason of act of God, labor disputes or



other matters beyond the owner's control. No structure shall be deemed completed until installation of approved landscaping.

ARTICLE VIII

GENERAL PROVISIONS CONCERNING THESE STANDARDS

- 8.01. **Deviations from Covenants and Restrictions.** The Committee shall have the power to enter into agreements with the owner of any lot, without the consent of the owner of any other lot or adjoining or adjacent property, to deviate from the provisions of the Covenants' restrictions within the jurisdiction of the Committee for reasons of practical difficulty or particular hardship which otherwise would be suffered by such owner. Any such deviation, which shall be manifested by written agreement, shall not constitute a waiver of any such covenant as to other lots in the properties.
- 8.02. **Violation of Declaration.** Violation of this Declaration will allow the Committee representative to stop construction immediately and prepare a statement of violation.
- 8.03. **Enforcement.** Enforcement of these Rules, Regulations and By-Laws shall be by a proceeding initiated by Declarant, or the Homeowners' Association board, or by the Architectural Review Committee, or by the City of Sheridan against any person or persons violating or attempting to violate any Rule, Regulation or By-Law contained herein, either to restrain or enjoin violation or to recover damages for the violation, or both. They shall have an election and right, but not an obligation or duty, to enforce these Rules, Regulations, and By-Laws by a proceeding or proceedings at law or in equity. Notwithstanding any provision to the contrary in this Declaration, Declarant shall not have any duty, obligation, or responsibility to enforce any of these Rules, Regulations and By-Laws. Failure by any party to enforce any Rule, Regulation or By-Law herein contained shall in no event be deemed a waiver of the right to do so thereafter. With respect to any litigation hereunder, the prevailing party shall be entitled to recover reasonable attorney fees from the non-prevailing party. Further, and with respect to any litigation brought against the board, the Committee or any of their members or representatives arising out of any action, failure to act, or performance or non-performance of duties imposed hereby, by the board or the Committee or their members or representatives, the board or the Committee and/or their members or representatives so sued shall be entitled to recover their reasonable attorney fees from the person or entity bringing such action against it or them, unless the board or the Committee or their members or representative shall specifically be adjudicated liable to such claimant.
- 8.04. **Headings.** The headings contained in this Declaration are for reference purposes only and shall not in any way affect the meaning or interpretation of this Declaration.
- 8.05. **Notices to Owners.** Any notice required to be given to any owner under the provisions of this Declaration shall be deemed to have been properly delivered when deposited in the United States mail, postage prepaid, addressed to the last known address of the person

who appears as an owner on the records of the Association at the time of such mailing. Owners are required to place their mailing address on file with the Association.


- 8.06. **Disputes.** Matters of dispute or disagreement between owners with respect to interpretation or application of the provisions of this Declaration or the Association Rules, Regulations and By-Laws, shall be determined by the Architectural Review Committee. These determinations (absent arbitrary and capricious conduct or gross negligence) shall be final and binding upon all owners.
- 8.07. **Amendments or Modification.** If the subdivision desires to make a permanent change to the Covenants or Building Standards, a confirmation vote of not less than seventy-five percent (75%) of the lot owners must be cast.
- 8.08. **Severability.** Invalidity of any one of these covenants or development and building standards by judgment or court order in no way shall affect any other provision, which shall remain in full force and effect.



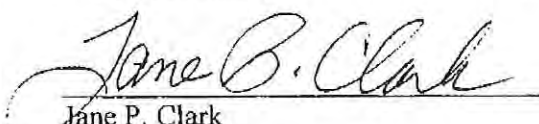
IN WITNESS WHEREOF, the Patio Homes at Woodland Park LLC, being the Declarant herein, has caused this instrument to be executed the day and year first above written,

the Patio Homes at Woodland Park LLC

By:


Floyd J. Fleming


Phyllis J. Fleming



Jane P. Clark

STATE OF WYOMING)
) ss.
County of Sheridan)

The foregoing instrument was acknowledged before me this

30th day of January, 2012 by Floyd J. Fleming & Phyllis J. Fleming & Jane P. Clark
as members of the Patio Homes at Woodland Park, LLC.

WITNESS my hand and official seal.

Notary Public 

My Commission Expires: 5-13-14





Exhibit

A subdivision known as the "Patio Homes at Woodland Park" formerly known as "Tract 2 of Woodland Park Subdivision".

The Patio Homes at Woodland Park are Lots 1-36 and are situated upon property described in the plat which was recorded in the office of the Sheridan County Clerk on 9-23-2011, in Book P of Plats at Page 95, herein referred to as "the plat".

NO. 2012-693832 DECLARATION
EDA SCHUNK THOMPSON, SHERIDAN COUNTY CLERK
WILCOX AGENCY



Dear Powder Horn Property Owner,

One of the benefits of building a home at The Powder Horn is that you are assured that your home, the homes in your neighborhood, and related landscape meet the highest standards of quality design. This is accomplished through a design review process. The Powder Horn Design Review Committee consists of a professional architect, two Powder Horn management personnel and two Powder Horn homeowners. Design Review Guidelines are in The Powder Horn Sales Binder, Section 4. Please review the following steps which recap the design review process.

1. Pre-Design Conference between Owner and DRC
 - Become mutually acquainted and review the purposes and benefits of the Design Review process.
 - Discuss proposed building intentions and resolutions.
 - Resolve building requirements questions.
 - Have on-site inspection of Owner's property (weather permitting).
2. Pre-submittal actions by Owner with architect/designer and builder regarding Preliminary design.
 - Owner makes sure that architect/designer and builder understand the Design Review process and accept the Architectural Design standards as well as the Site and Landscape Guidelines set out in Unit 4 of the Owner's Powder Horn Sales Binder.
 - Owner's architect/designer must approve the Preliminary design before submittal to the DRC.
3. Preliminary Design Submittal
 - Owner, architect/designer and/or builder present Preliminary Plan in person to DRC for review, discussion and questions and answers.
 - DRC responds in writing within 10-30 days to give guidance and recommendations regarding the preparation of a Final plan.
4. Final Design Submittal to include:
 - A letter responding to all itemized conditions set out by the DRC in it's Preliminary review written report.
 - A series of design plans as described in Section 4 of the binder.

Note that no final plan review will begin until the letter and series of design plans are submitted to the DRC.
5. Final Design Review
 - The DRC reviews and discusses the Final plan submitted with the Owner and builder.
 - The DRC responds to the meeting within 10-30 days regarding recommendations and guidance.
 - Owner must respond in writing to any issue raised in the DRC's written report before final approval.
 - Should the Owner elect to defer specific items identified in the letter of Preliminary or Final approval, i.e. landscaping, etc., then the Design Review Committee will request that a date be proposed by the Owner as to when the information will be made available for conditional review.

Note, however, that additional design review fees will apply and landscape improvements must be completed within one year after completion of the construction of the home.

6. Commencement of Construction
 - The Owner must begin construction within one (1) year from the date of final approval.
7. Changes during Construction
 - Any changes or additions must be submitted to the DRC for approval before implementation.

KarenK@aretedesign.group

I have read the above Design Review Guidelines and acknowledge The Powder Horn Design Review Process.

Buyer: (print name) _____ Signature: _____

Lot #: _____ Date: _____

The Powder Horn Golf Community:

Owner/Applicant: _____

Block Designation: _____ Lot Number: _____

The Powder Horn Design Review Checklist

— **Pre-Design Conference**

- Mandatory Site Meeting with Design Review Administrator

— **Preliminary Design Submittal**

- Site Plan
- Survey noting contours
- Floor Plans
- All Exterior Elevations
- Conceptual Landscaping Plan (Can be creative)
- Design Review Fee (\$0.60 per square foot gross building area)
- Other drawings, materials, or samples required by DRC

- _____
- _____
- _____
- _____

- Response to Owner/Builder (within ten days)

If you need further information please contact Karen Kelly:

KarenK@aretedesign.group

(307) 672-8270

— **Final Design Submittal**

- Letter responding to comments made in Preliminary Design Review if necessary
- Site Plan and proposed topography
- Soils investigation Report
- Foundation Plans, with Framing Plans and relative details
- Floor Plans and Roof Plans
- Building Section(s) with grade lines
- All Exterior Elevations
- Color and Materials of exterior surfaces
- Exterior Lighting Plans with Fixture “cut sheets”
- On-site staking of building corners if requested by DRC
- Construction Schedule noting critical milestone dates
- Contractor’s certificate of Insurance
- Deferrals granted by DRC, with reason noted

- _____
- _____
- _____
- _____

- Additional Review or Fee required

— **Final Design Submittal Landscaping and Irrigation Plan (required prior to move in date)**

- Complete Landscaping Plan with Irrigation system indicated.

If you need further information please contact Karen Kelly:

KarenK@aretedesign.group

(307) 672-8270



Additional Information for Building a Home

Please refer to the Powder Horn By-laws, Covenants, and CC&R's before building
Provided By Powder Horn Realty, INC. (307) 674-9545

ARCHTECTURAL DESIGN REVIEW:

- 0.60 cents per square foot (Includes below ground square footage)

Contact Karen Kelly. KarenK@aretedesign.group (307) 672-8270

WATER, UTILITY & BUILDING FEES

- Sheridan County SAWS water-tap one-time fee. (Contact SAWS at 674-6483 for current rates.) This is for metered SAWS city water domestic use. For metered domestic SAWS water tap, call 674-6483- approximately \$6,000.00.
- Century Link phone hook-up \$415.00 approximately- can be pro-rated on phone bills over six months. (1-800-244-1111)
- Optimum- cable options
- Building permit information: Please contact Steve Bond (307) 674-2920

POWDER HORN FEES:

- Sewer Tap fee (one time during construction phase.) \$6,000.00 payable to the PH HOA
** (MUST BE INSPECTED)

GENERAL DESIGN CONSIDERATIONS:

- SIZE- 1,500 square feet of residential floor area. Area B-1,000 square feet with no more than 1/3 of square footage on second floor.
- HEIGHT-30 feet above original natural grade. Area B-24 feet.

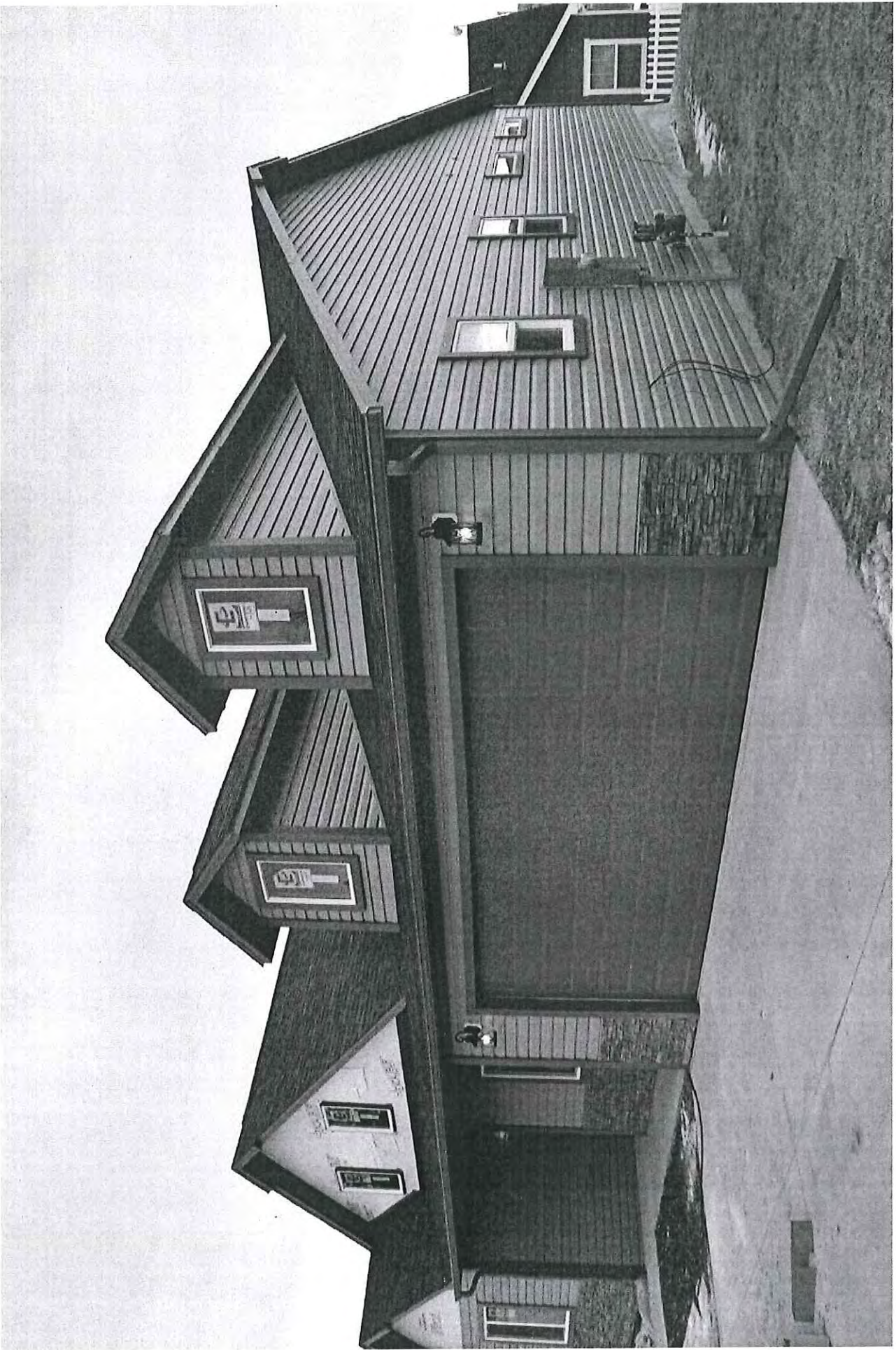
BUILDING SETBACKS:

- FRONT- 25 feet for lots of 15,000 square feet and larger; 20 feet for lots smaller than 15,000 square feet. Minimum setback is applicable to all lot boundaries which abut two road right-of-ways.
- SIDE- 10 feet for lots of 15,000 square feet or larger; 8 feet for lots smaller than 15,000 square feet.
- REAR-25 feet for lots of 15,000 square feet or larger; 20 feet for lots smaller than 15,000 square feet. (All golf course frontage is 25 feet.)

PROPERTY INFO:

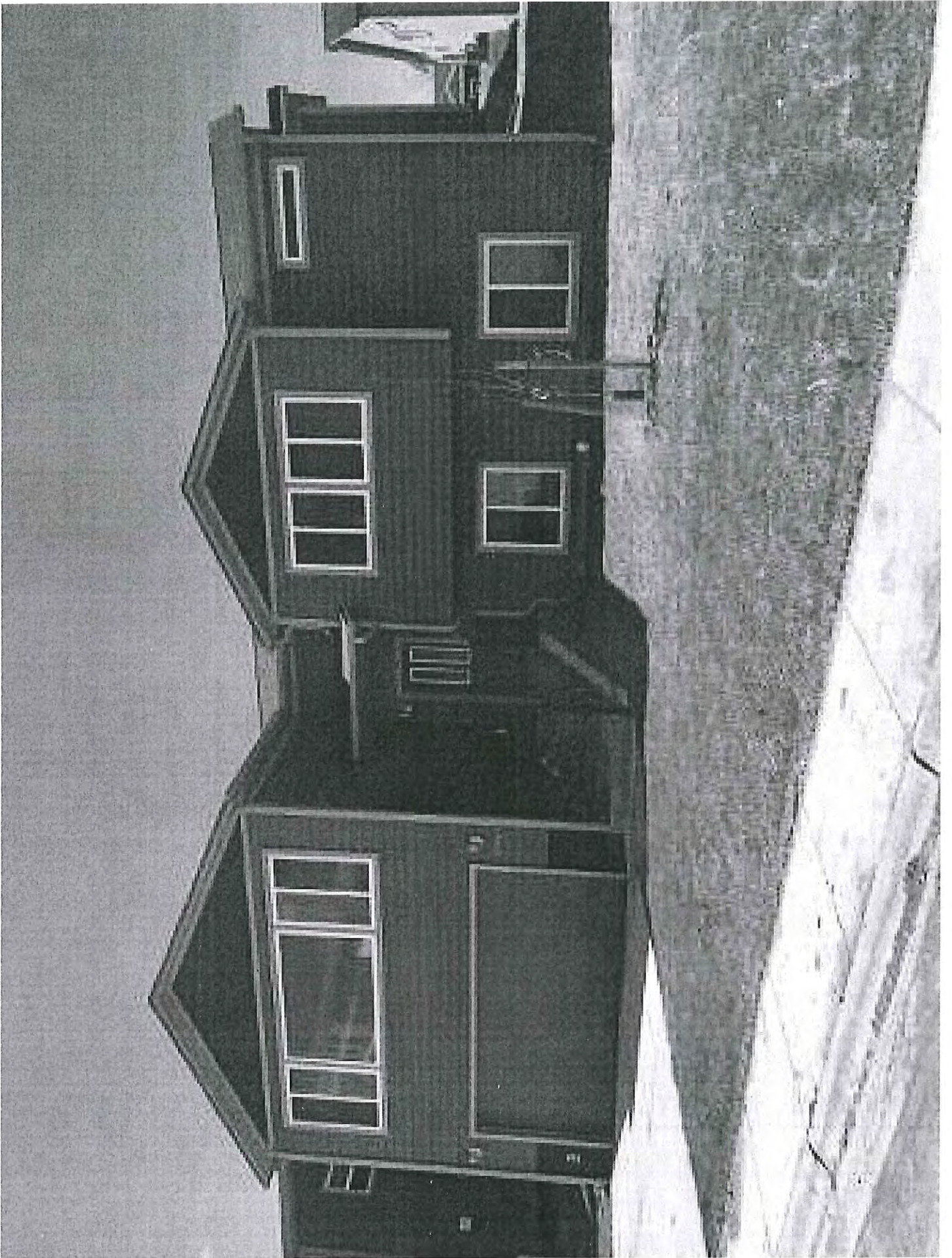
- Snow removal-Call 674-6700 ext. 7 to schedule an estimate
- Mowing-per lot owned, maintenance required; \$50.00 per mow.

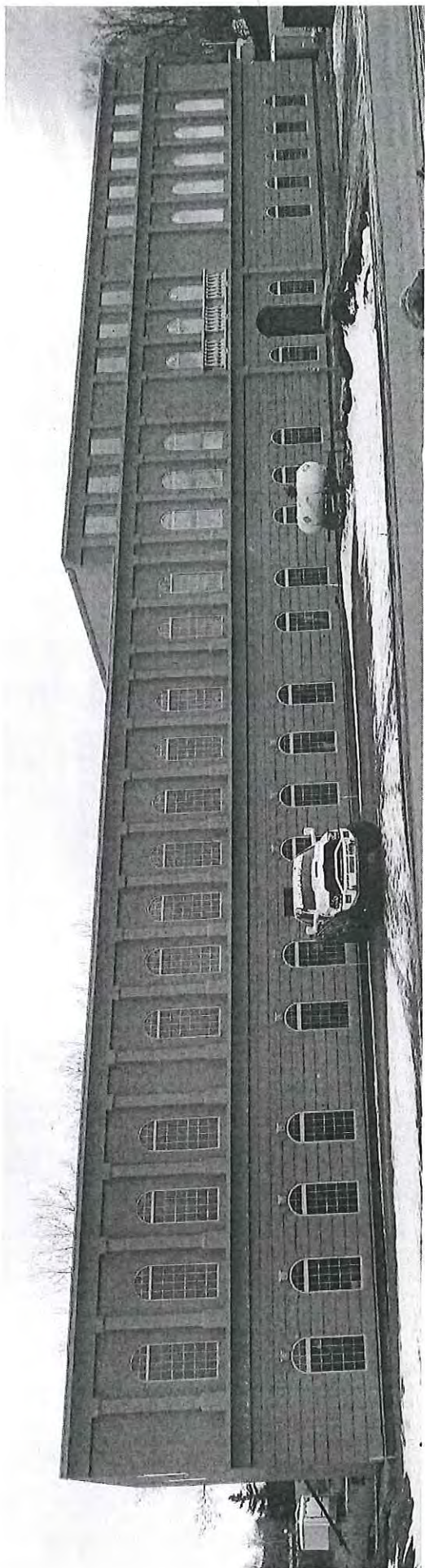
Powder Horn Realty, Inc.
(307)674-9545 sales@thepowderhorn.com
www.PowderHornRealty.com
Information is subject to change.
Updated 3/7/17

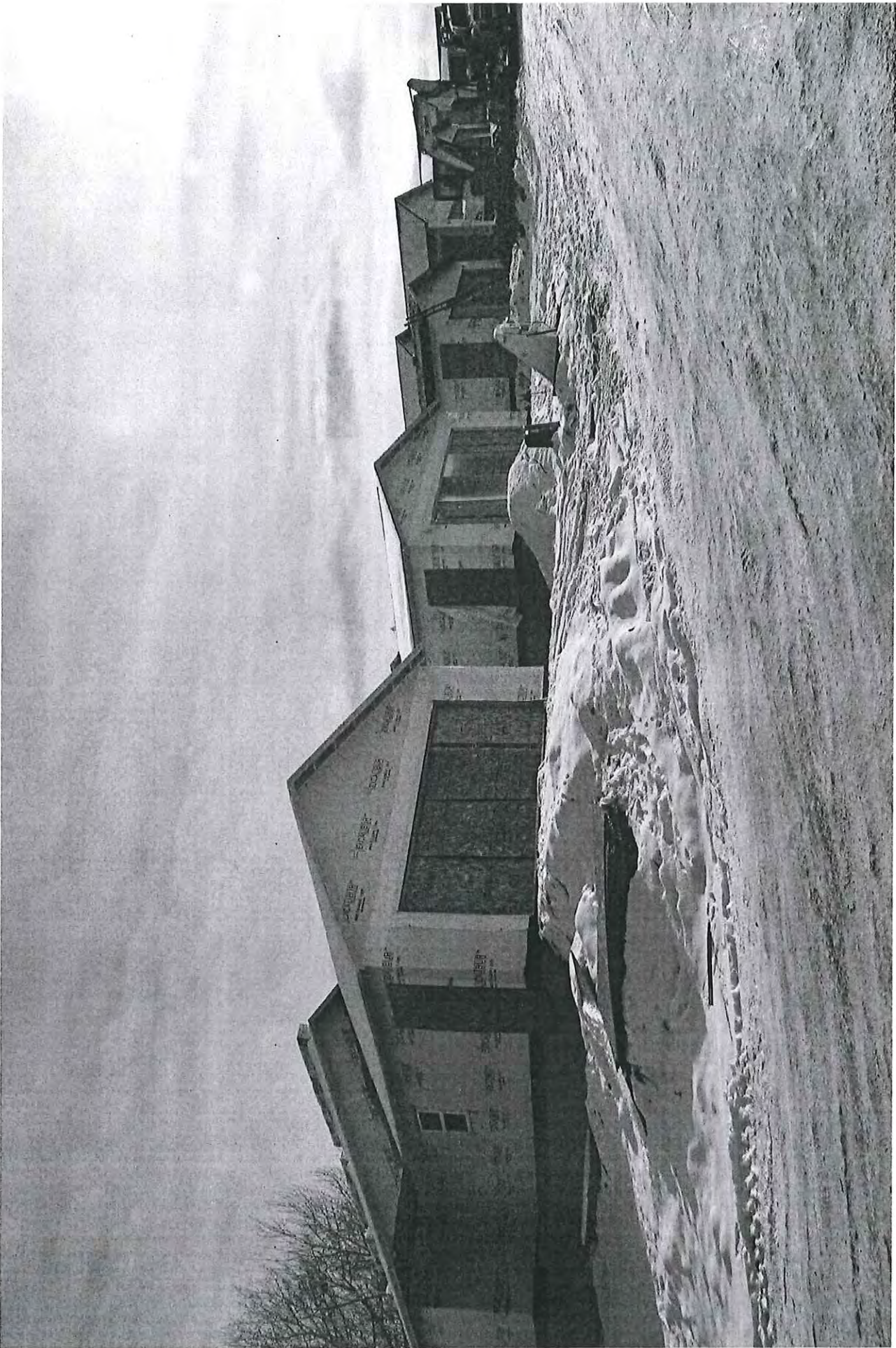














Dan Elston

From: Dan Elston
Sent: Monday, February 10, 2020 9:25 AM
To: 'amfaul@excalibur-1.com'
Cc: Kelly Shanley
Subject: License application

Mr. McFaul,

I have reviewed your application for a Class 1 General Contractors License from the City of Casper WY.

A class 1 G.C. license in the City of Casper allows for construction of any type or size of project or structure.

Your application shows that you are currently licensed as a residential contractor in the City of Sheridan.

The City of Casper Contractors Licensing Board of Appeals will review your application on 2-21-2020, I submit your application but it is their determination for approval. (I do not have a vote)

It is common with applications such as this that they will require more information to determine experience for a Class 1 license.

Added documentation showing Commercial experience would be helpful for the approval process, this can be from suppliers, customers, other business's, etc.

A list of projects you have completed would also be advantageous.

You can supply these documents by email if you desire to kshanely@casperwy.gov

Dan Elston CBO
City of Casper
Building Dept.

✓
DE

APPLICATION FOR EXAMINATION
CITY OF CASPER
LICENSING AND APPEALS BOARD

PLEASE RETURN OR MAIL TO:

CITY OF CASPER
COMMUNITY DEVELOPMENT
200 NORTH DAVID
CASPER, WYOMING 82601

TO THE LICENSING AND APPEALS BOARD:

I, THE UNDERSIGNED, HEREBY MAKE APPLICATION FOR EXAMINATION, WITH A VIEW TO
BEING REGISTERED AS A Master Mechanical

NAME: Daniel Jensen

ADDRESS: 3176 Whispering Springs Rd. CITY, STATE, ZIP: Casper WY 82604
Casper WY 82604

TELEPHONE NUMBER: _____ CELL NUMBER: (307) 258-6980

EMAIL ADDRESS: irish.dugan.dj@gmail.com

PLEASE ANSWER THE FOLLOWING QUESTIONS IF APPLICABLE

1. AGE: 50

2. ARE YOU CURRENTLY LICENSED UNDER ANOTHER GOVERNMENTAL JURISDICTION?

TYPE OF LICENSE	CITY AND STATE OF LICENSE
<u>Mechanical Journeyman</u> <u>MS-053</u>	<u>Natrona County</u> <u>Casper WY</u>
<u>Gas Trainee</u> <u>GFT1608853</u>	<u>New Hampshire</u>

3. WHERE DID YOU SERVE YOUR APPRENTICESHIP?

EMPLOYER	CITY	TIME OF EMPLOYMENT
<u>St rogan Service Experts</u>	<u>Rochester, NH</u>	<u>11/10/15 - 10/18/19</u>
<u>Dutton Air Care Inc</u>	<u>Hurricane, UT</u>	<u>10/20/14 - 9/17/15</u>
<u>Paxman Heating & Cooling, Inc</u>	<u>Washington UT</u>	<u>3/27/08 - 12/28/13</u>
<u>* Southern Mechanical, Inc</u>	<u>Washington UT</u>	<u>1/1/2000 - 3/27/08</u>

* owned business

4. WHERE DID YOU WORK AS A LICENSED JOURNEYMAN?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
<u>24 Hour Heating + Air</u>	<u>Casper, WY</u>	<u>11/4/19 - Present</u>

5. IF CURRENTLY A MASTER UNDER ANOTHER JURISDICTION, WITH WHOM ARE YOU EMPLOYED?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>

6. WHO WAS YOUR LAST EMPLOYER?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
<u>Strogens Service Experts</u>	<u>Rochester NH</u>	<u>11/10/15 - 10/18/19</u>

7. DATE OF TERMINATION: 10/18/19 (moved to Wyoming)

8. CURRENT EMPLOYER:

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
<u>24 Hour Heating + Air</u>	<u>Casper WY</u>	<u>11/4/19 - Present</u>

SIGNATURE:  DATE: 1/23/2020

AFFIDAVIT

APPLICANTS MUST SUBMIT AFFIDAVITS TO CERTIFY ALL TIME AND EXPERIENCE. THESE AFFIDAVITS MUST BE WRITTEN ON COMPANY STATIONERY OR YOU MAY USE THE ATTACHED AFFIDAVIT. ALL APPLICANT'S AFFIDAVITS MUST BE NOTARIZED.

NOTARIZED AFFIDAVIT

NAME OF APPLICANT: Daniel Jensen
(PRINT)

IS APPLYING TO THE LICENSING AND APPEALS BOARD OF THE CITY OF CASPER,
WYOMING, TO BECOME A LICENSED Master Mechanicals License
(TYPE OF LICENSE)

Mike Strogen, BEING DULY SWORN ON HIS OATH,
(NAME OF PERSON SUPPORTING AFFIDAVIT)
DEPOSES AND SAYS:

1. THAT HE HAS KNOWN THE APPLICANT FOR 4 YEARS.
2. APPLICANT WAS EMPLOYED BY Strogen Service Experts
(FIRM NAME)
FROM 11/10/2015 TO 10/18/19
AS Service Tech AND PERFORMED THE FOLLOWING DUTIES:

(DESCRIBE FULLY THE DUTIES AND WORK PERFORMED):

Service and installation of heating & air conditioning
equip. both gas & oil.
refrigeration work.

DATED THIS 22 DAY OF January, 2020

[Signature]
SIGNATURE

Mike Strogen
PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 22nd DAY OF January, 2020

Elizabeth Ann Tuttle
NOTARY PUBLIC

MY COMMISSION EXPIRES: 3/27/24



NOTARIZED AFFIDAVIT

NAME OF APPLICANT: Daniel R. Jensen
(PRINT)

IS APPLYING TO THE LICENSING AND APPEALS BOARD OF THE CITY OF CASPER,
WYOMING, TO BECOME A LICENSED Masters Mechanical
(TYPE OF LICENSE)

Laura P. Dutton, BEING DULY SWORN ON HIS OATH,
(NAME OF PERSON SUPPORTING AFFIDAVIT)
DEPOSES AND SAYS:

1. THAT HE HAS KNOWN THE APPLICANT FOR 5 YEARS.
2. APPLICANT WAS EMPLOYED BY Dutton Air Care, Inc.
(FIRM NAME)
FROM 10/20/2014 TO 9/17/2015
AS HVAC technician AND PERFORMED THE FOLLOWING DUTIES:

(DESCRIBE FULLY THE DUTIES AND WORK PERFORMED): routine maintenance
as well as diagnose and repair residential and
commercial HVAC equipment, maintain
tools and inventory in company vehicle, provide
customer service, collect customer payments.

DATED THIS 14 DAY OF January, 2020

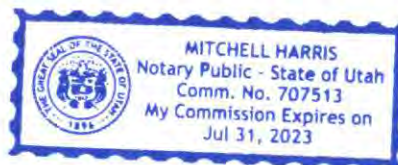
[Signature]
SIGNATURE

Laura Dutton
PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 14 DAY OF January, 2020

[Signature]
NOTARY PUBLIC

MY COMMISSION EXPIRES: July 31, 2023



NOTARIZED AFFIDAVIT

NAME OF APPLICANT: Daniel Jensen

(PRINT)

IS APPLYING TO THE LICENSING AND APPEALS BOARD OF THE CITY OF CASPER,
WYOMING, TO BECOME A LICENSED Masters Mechanical

(TYPE OF LICENSE)

Kelly Paxman, BEING DULY SWORN ON HIS OATH,
(NAME OF PERSON SUPPORTING AFFIDAVIT)
DEPOSES AND SAYS:

1. THAT HE HAS KNOWN THE APPLICANT FOR 20 YEARS.

2. APPLICANT WAS EMPLOYED BY Paxman Heating & Cooling, Inc.

(FIRM NAME)

FROM 03/27/2008

TO 12/28/2013

AS HVAC Service Tech. AND PERFORMED THE FOLLOWING DUTIES:

(DESCRIBE FULLY THE DUTIES AND WORK PERFORMED): Performed hvac service, repairs & maintenance on commercial & residential jobs. Installed mechanical equipment & materials on commercial & residential projects. Designed, measured & fabricated sheetmetal duct for various projects. Estimated projects time & materials, submitted bids for various projects.

DATED THIS 21 DAY OF January, 2020

Kelly Paxman
SIGNATURE

Kelly Paxman
PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 21st DAY OF January, 2020

Staci Tomlin
NOTARY PUBLIC

MY COMMISSION EXPIRES:



Natrona County Building Department

Casper, Wyoming

Number MJ - 053

Identification Card

This is to certify that

DAN JENSEN

Has met the license requirements to perform work in Natrona County as

-MECHANICAL JOURNEYMAN-

This license expires: December 31, 2020

Unless cancelled or revoked. Must be carried on person. Good only
when signed by the Building Official or authorized designee.

Jason Gutierrez

Natrona County Development Department

State of New Hampshire

MECHANICAL IDENTIFICATION

NAME: DANIEL JENSEN

LICENSE/REGISTRATION #:

GAS TRAINEE

GFT1608853

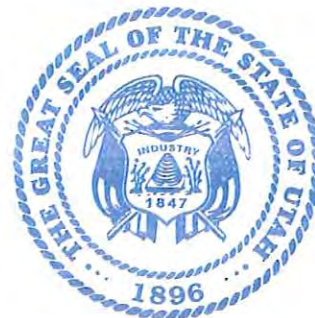


EXPIRATIONS: GF:04/30/2021 PL:NONE



STATE OF UTAH
DEPARTMENT OF COMMERCE
DIVISION OF OCCUPATIONAL & PROFESSIONAL LICENSING
LICENSE

EFFECTIVE DATE: 05/10/2005
EXPIRATION DATE: 07/31/2007
ISSUED TO: Southern Mechanical Inc
796 Lobo Lane
Washington UT 84780



REFERENCE NUMBER(S), CLASSIFICATION(S) & DETAIL(S)

4786566-5501

Contractor With LRF

S350

A handwritten signature in blue ink, appearing to read "Dan Jensen", is written over a horizontal line.

SIGNATURE OF HOLDER

APPLICATION FOR EXAMINATION
CITY OF CASPER
LICENSING AND APPEALS BOARD

PLEASE RETURN OR MAIL TO:

CITY OF CASPER
COMMUNITY DEVELOPMENT
200 NORTH DAVID
CASPER, WYOMING 82601

TO THE LICENSING AND APPEALS BOARD:

I, THE UNDERSIGNED, HEREBY MAKE APPLICATION FOR EXAMINATION, WITH A VIEW TO

BEING REGISTERED AS A Journeyman Mechanical

NAME: Brad Sheets

ADDRESS: 422 S 5th St. CITY, STATE, ZIP: Douglas WY 67833

TELEPHONE NUMBER: 308-370-2726 CELL NUMBER: 308-370-2726

EMAIL ADDRESS: fmrtnr@yahoo.com

PLEASE ANSWER THE FOLLOWING QUESTIONS IF APPLICABLE

1. AGE: 41

2. ARE YOU CURRENTLY LICENSED UNDER ANOTHER GOVERNMENTAL JURISDICTION?

TYPE OF LICENSE Journeyman Mechanical / Gas Fitter

CITY AND STATE OF LICENSE Hastings Nebraska

3. WHERE DID YOU SERVE YOUR APPRENTICESHIP?

EMPLOYER

CITY

TIME OF EMPLOYMENT

Midwest Sheet Metal Grand Island NE 1999 - 2001

4. WHERE DID YOU WORK AS A LICENSED JOURNEYMAN?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
Bemans Sales/Service	Hastings NE	2015 - 2019

5. IF CURRENTLY A MASTER UNDER ANOTHER JURISDICTION, WITH WHOM ARE YOU EMPLOYED?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>

6. WHO WAS YOUR LAST EMPLOYER?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
Bemans Sales/Service	Hastings NE	2015 - 2019

7. DATE OF TERMINATION: June 4, 2019

8. CURRENT EMPLOYER:

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
Air Innovations	Casper WY	Hire Date 6/26/19

SIGNATURE:  DATE: 7-4-19

AFFIDAVIT

APPLICANTS MUST SUBMIT AFFIDAVITS TO CERTIFY ALL TIME AND EXPERIENCE. THESE AFFIDAVITS MUST BE WRITTEN ON COMPANY STATIONERY OR YOU MAY USE THE ATTACHED AFFIDAVIT. ALL APPLICANT'S AFFIDAVITS MUST BE NOTARIZED.

NOTARIZED AFFIDAVIT

NAME OF APPLICANT: Bradley Dean Sheets
(PRINT)

IS APPLYING TO THE LICENSING AND APPEALS BOARD OF THE CITY OF CASPER,
WYOMING, TO BECOME A LICENSED Journeyman
(TYPE OF LICENSE)

Amanda Duval, BEING DULY SWORN ON HIS OATH,
(NAME OF PERSON SUPPORTING AFFIDAVIT)
DEPOSES AND SAYS:

1. THAT HE HAS KNOWN THE APPLICANT FOR 20+ YEARS.
2. APPLICANT WAS EMPLOYED BY Beman's Sales & Service
(FIRM NAME)
FROM March 2015 TO June 2019
AS Installer AND PERFORMED THE FOLLOWING DUTIES:

(DESCRIBE FULLY THE DUTIES AND WORK PERFORMED): performed
installation of Residential HVAC
Services & other duties as needed

DATED THIS 29th DAY OF July, 20 19

(Signature)
SIGNATURE

Amanda Duval
PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 29th DAY OF July, 20 19

Brianna Fitzgerald
NOTARY PUBLIC

MY COMMISSION EXPIRES: 7/16/2022



APPLICATION FOR EXAMINATION
CITY OF CASPER
LICENSING AND APPEALS BOARD

✓
[Signature]

PLEASE RETURN OR MAIL TO:

CITY OF CASPER
COMMUNITY DEVELOPMENT
200 NORTH DAVID
CASPER, WYOMING 82601

TO THE LICENSING AND APPEALS BOARD:

I, THE UNDERSIGNED, HEREBY MAKE APPLICATION FOR EXAMINATION, WITH A VIEW TO
BEING REGISTERED AS A Master Plumber

NAME: Adrian Sausedo

ADDRESS: 4040 Fox CITY, STATE, ZIP: Casper WY 82601

TELEPHONE NUMBER: 307-797-0661 CELL NUMBER: 307-797-0661

EMAIL ADDRESS: amsausedo@gmail.com

PLEASE ANSWER THE FOLLOWING QUESTIONS IF APPLICABLE

1. AGE: 47

2. ARE YOU CURRENTLY LICENSED UNDER ANOTHER GOVERNMENTAL JURISDICTION?

TYPE OF LICENSE NA

CITY AND STATE OF LICENSE _____

3. WHERE DID YOU SERVE YOUR APPRENTICESHIP?

EMPLOYER	CITY	TIME OF EMPLOYMENT
PIPE IT UP Plumbing	Casper	working under CB Plumbing
CK Mechanical	working under	Journeyman Plumber
CK Mechanical	Casper	Apprentice Plumber
David son Mechanical	Casper	Apprentice Plumber

4. WHERE DID YOU WORK AS A LICENSED JOURNEYMAN?

EMPLOYER

CITY

TIME OF EMPLOYMENT

CK Mechanical Casper May 2010 August 2013

5. IF CURRENTLY A MASTER UNDER ANOTHER JURISDICTION, WITH WHOM ARE YOU EMPLOYED?

EMPLOYER

CITY

TIME OF EMPLOYMENT

NA

6. WHO WAS YOUR LAST EMPLOYER?

EMPLOYER

CITY

TIME OF EMPLOYMENT

GW Mechanical Casper March 24 2014 to April 21 2016

7. DATE OF TERMINATION: _____

8. CURRENT EMPLOYER:

EMPLOYER

CITY

TIME OF EMPLOYMENT

PipeIT UP Plumbing under CB Plumbing May 5 2016 to current

9. WHAT IS THE PURPOSE OF APPLYING FOR A CITY OF CASPER LICENSE? _____

Wanting to advance to Master Plumber

IS THERE A SPECIFIC PROJECT YOU WILL BE DOING? _____ IF YES, PROVIDE

PROJECT NAME: TO continue to receive Master license so I don't
have to work under CB Plumbing License

SIGNATURE: Adrian Sanchez DATE: 2-2-2020

AFFIDAVIT

APPLICANTS MUST SUBMIT AFFIDAVITS TO CERTIFY ALL TIME AND EXPERIENCE. THESE AFFIDAVITS MUST BE WRITTEN ON COMPANY STATIONERY OR YOU MAY USE THE ATTACHED AFFIDAVIT. ALL APPLICANT'S AFFIDAVITS MUST BE NOTARIZED.



C.B. Plumbing & Heating, LLC
240 North 3rd Ave.
mills, WY 82604 US
saints1026@yahoo.com

Estimate

AUDIT
ADRIAN SAUSEDO

ESTIMATE #

1129

DATE

11/01/2019

DATE	DESCRIPTION	QTY	RATE	AMOUNT
11/01/2019		1	0.00	0.00
TOTAL				\$0.00

TO WHOM IT MAY CONCERN:

C.B. PLUMBING HAS ACCOUNTED FOR ONE ADRIAN SAUSEDO,
(JOURNEY MAN PLUMBER) 996,000 HOURS. FROM 4-29-16 UNTIL
PRESENT DAY 11-1-19. *8320 hrs*

IN THIS TIME HE HAS PERFORMED PLUMBING DUTIES THAT ARE
REQUIRED TO ACCOUNT FOR TIME THAT IS MANDATORY FOR HOURS
TOWARDS TAKING A MASTER PLUMBING TEST.

IF YOU HAVE ANY QUESTIONS PLEASE CALL US AT 307-267-1478

THANK YOU,

CHRIS BENNETT

Accepted By

Accepted Date



P.O. BOX 2392 • MILLS, WY 82644

CASPER: 307-472-1833 • LARAMIE: 307-745-6217 • SHERIDAN: 307-673-5906

September 23, 2019

Re: Adrian Sausedo

To Whom It May Concern:

Please be advised that Adrian Sausedo was employed by GW Mechanical, Inc. His employment began on March 24, 2014 and ended April 21, 2016. Adrian worked 3,645.50 during his employment.

If you have any questions, please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink, reading 'Kara J Garbutt', is written over a red horizontal bar.

Kara J Garbutt
Vice President

KJG

GW@GWMECHANICAL.COM • WWW.GWMECHANICAL.COM

3638 BURD RD. • CASPER, WY 82601

809 RENSHAW ST. • LARAMIE, WY 82073

1413 O'DELL COURT, STE A • SHERIDAN, WY 82801



Phone: (307) 473-8448
Fax: (307) 235-7959

P.O. Box 485
Casper, WY 82602

To whom it may concern:

Terra Nevins, being duly sworn on his oath, that Adrian Sausedo was employed by CK Mechanical Plumbing & Heating from May, 2010 to August, 2013 as a(n) Service Plumber, with record of working 5,728 hours.

Dated this 30 day of July, 2019.

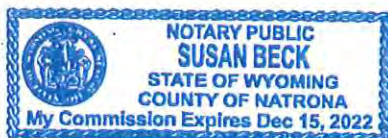
Terra Nevins
Signature

H.R.
Title

SUBSCRIBED AND SWORN TO BEFORE ME THIS 30 DAY OF July, 2019.

Susan Beck
NOTARY PUBLIC

MY COMMISSION EXPIRES:



20
19 | **PLATTE RIVER TRAILS TRUST**
ANNUAL REPORT

The **PLATTE RIVER TRAILS TRUST**
CREATING CONNECTIONS





the **MISSION** of the Platte River Trails Trust is to develop a river pathway while preserving the scenic, natural and historical value of the North Platte River, and to assist with the development of a network of trails that contribute to our community's economic vitality and quality of life.

our **VALUES**

- Non-Motorized Transportation and Safety
- Health and Recreation
- Quality of Life
- Citizen Involvement
- Public-Private Partnerships
- Environmental Stewardship



Dear **FRIENDS,**

The Platte River Trails Trust's 2019 trek was rewarding for our organization and our community. In this Annual Report we're pleased to share the details of our 2019 trek, our 2020 plans and give a sneak peek at our longer-range goals.

We want to say thank you to all of you who gave time and resources to our mission in 2019. The Platte River Trails Trust is a volunteer led organization. Our hands-on Board works hard to accomplish our goals and is involved with every aspect of planning, constructing and maintaining trails in our community. In addition, our Friends of the Platte River Trails group dedicates their energy and support towards our events and strategic planning. We're working for you!

A special Thank You is owed to our partner, the City of Casper. We rely upon the expertise of City staff and the support of City Council to implement active transportation projects that improve quality of life for our citizens and make Casper a great place to live, work and play. This 40 plus year partnership has reaped untold benefits for our community.

2020 is going to be a great year for active transportation in the greater Casper area. We need your continued support to bring our plans to fruition. There are many ways you and your business can be involved with our work in 2020, from sponsorship of our signature event Riverfest, a Mile Marker or our exciting new program, Art for the Trails, to participation in our Friends group. Give us a call or shoot us an email and tell us how you'd like to be involved.

**AGAIN, THANK YOU FOR YOUR SUPPORT IN 2019.
WE HOPE TO SEE YOU ON THE TRAIL OR AT ONE OF OUR EVENTS IN 2020!**

Clarke Turner

Board Chair

Angela Emery

Executive Director

2019 | *our* TREK

- Reconstructed the River Trail from Bryan Stock Trail west to the Pedestrian Bridge setting the stage for a connection to Riverview Park in North Casper
- Launched the Happy Trails Safety Campaign
- Hosted the final Food Truck Friday season
- Hosted the 27th annual Riverfest event
- Celebrated the 10th Anniversary of the Tate Pumphouse with a Board and Friends planning session that will lead our efforts for years to come
- Named “Trail of the Month” in June, 2019 in the national Rails to Trails magazine
- Donated over 8 acres of land to the City of Casper for River Restoration from Poplar Street to the BNSF railroad trestle





2020 | *our* **GOALS**

- Host the the 4th Wyoming Trails Summit in Casper June 24th and 25th
- Construct the new Morad to Walmart trail
- Construct 3 major trail maintenance projects in Armory Park, Paradise Valley Park and Riverview Park
- Complete design and seek funding for a new trail extension from Paradise Valley Park to Robertson Rd.
- Complete planning for new wayfinding signage for trails throughout our community
- Launch our new program, Art For the Trails
- Host the 28th annual Riverfest event with our partner, Rotary Club of Casper

Celebrating
10 YEARS





LOOKING *to the* FUTURE

In 2014, the Platte River Trails Trust Board completed a comprehensive Placemaking plan for one of the community's most valued public spaces, from the Pumphouse to the historic Oil Derrick. By Placemaking we mean making our space accessible, comfortable, and social, with lots of activities. Over the past six years we've made progress on many of the recommendations from the plan and now we're ready to plan for the next five years

THE PRTT IS *committed* to ongoing planning for new trail connections as well as maintenance of the trails we have in place. Here are a few of the projects the Board and Friends are discussing:

- EXTENSION OF THE CASPER RAIL TRAIL TO EDNESS KIMBALL WILKINS STATE PARK
- TRAIL EXTENSION WEST FROM ROBERTSON ROAD TOWARDS WHISPERING SPRINGS AND THE BLM RIM ROCK RECREATION AREA
- TRAIL EXTENSION INTO THE WOLF CREEK NEIGHBORHOOD
- PEOPLE FRIENDLY ENHANCEMENTS TO THE RIVER TRAIL AND THE TATE PUMPHOUSE TRAIL CENTER



20 | **PLATTE RIVER TRAILS TRUST** C A L E N D A R

FEB. 19 | **ANNUAL MEETING**
11:30 a.m. – 1:00 p.m.
TATE PUMPHOUSE

JUNE 24-25 | **WYOMING TRAILS SUMMIT**
WEDNESDAY & THURSDAY
TATE PUMPHOUSE

MAY 20 | **COMMUNITY SAFETY RIDE**
5:30 p.m.
TATE PUMPHOUSE

JULY 10 | **ART FOR THE TRAILS OPENING**
5:30 p.m. – 8:30 p.m.
TATE PUMPHOUSE

MAY 30 | **SPRING CLEAN-UP**
9:00 a.m. – 12:00 p.m.
TATE PUMPHOUSE

AUG. 22 | **RIVERFEST**
12:00 p.m. – 5:00 p.m.
CROSSROADS PARK



FOLLOW US ON FACEBOOK FOR THE MOST UP-TO-DATE PRRT EVENT INFORMATION



2020 | *join*
US

Our community's non-motorized trail system creates connections to work, shopping, recreation and one another. These connections positively impact tourism, economic development, property values, and health and wellness benefits.

The Platte River Trails organization is a volunteer led non-profit focused on expanding and maintaining Casper's non-motorized trail system. When you, or your business, sponsor one of our programs or events you help us create crucial non-motorized trail connections in our community.

Our **PARTNERS**

\$10,000 +

CITY OF CASPER
JANET & BILL CHAMBERS
KEITH & DIANE TYLER
THE LELAND FOUNDATION
WYOMING COMMUNITY FOUNDATION

\$9,999 - \$5,000

CLEVELAND DODGE FOUNDATION
FOSS MOTORS
ROTARY CLUB OF CASPER

\$4,999 - \$2,500

BAYARD & LIZ REA
CHRIS & SHARON SMITH
FIRST INTERSTATE BANK
HUGH JENKINS
DR. JOHN & JUDITH BAILEY
DR. LEE & LISA WARREN
TALLGRASS ENERGY
WILLIAMS, PORTER, DAY & NEVILLE



\$2,499 - \$1,000

ANB BANK
ANDREEN HUNT CONTRACTORS, INC.
CASPER BEVERAGE
CASPER ORTHOPEDIC
ASSOCIATES P.C.
HILLTOP BANK
HODDER INVESTMENTS
JOHN KERNS
JONAH BANK
KATE SAROSY & SCOTT SISSMAN
LAURA JANE MUSSER FUND
LINCOLN FINANCIAL
GROUP FOUNDATION
KENDALL BRYCE
KEVIN STOWE
DR. MARK & CARYN DOWELL
MICHELE CHULICK & IAN PESSES
MOSER ENERGY SYSTEMS
R&R REST STOPS
RICHARD WAGNER
ROCKING K DEVELOPMENT INC.
TERRY & DEL JOHNSON
TETON DISTRIBUTING
DR. TODD & NANCY WITZELING
WESTERN DISTRIBUTING
WORTHINGTON, LENHART &
CARPENTER, INC.
WYOMING MACHINERY COMPANY
WYOMING MEDICAL CENTER

\$999 - \$500

ANTHONY & JAN VALDEZ
BLACK HILLS
CORPORATION FOUNDATION
CLARKE & HOLLY TURNER
CRAIG & PATSY SMITH
BLUE CROSS BLUE SHIELD OF WY
CAROLYN GRIFFITH & VERBA
ECHOLS
DENISE R. PRUGH, DDS
FIREROCK STEAKHOUSE
FRED & KIM DEVORE
GRUNER BROTHERS BREWING
HILLTOP BANK
HON. & MRS. MIKE SULLIVAN
INBERG-MILLER ENGINEERS
JAMES & SUSAN ANDERSON
JIMMY & ROSA GOOLSBY
JOAN & DENNIS BANGEN
JOHN JORGENSEN
KATHY BLAIR
K & M PET PRODUCTS
KENNETH & CATHY SCHULTE
KRISTA WENZEL
LENHART, MASON & ASSOCIATES
LEO RILEY & CO.
PAMELA MILLS & JIM MILLER
PEPPER TANK CONTRACTING CO.
PLATTE VALLEY BANK
POSTEL MANAGEMENT INC.
SHANE & JOANN TRUE
SHAUN SUTHERLAND, DDS
SILVER FOX RESTAURANT
SURFIN SMILES
THE TABLE
WAYNE & STACIE HEILI
WIND CITY PHYSICAL THERAPY

\$499 - \$100

71 CONSTRUCTION
BARBARA WALKER
BILL & LISA MIXER
BILL & NINA DEVORE
BRUCE & LINDA ENGLISH
DAVID & PATTY CHITTIM
DINO WENINO
DONALD & LORETTA BENTZ
DOUBLE D FOUNDATION
GEORGE BENSON
HEIDI AND DREW WALKER
JEANNE & ALAN LESKE
JOHN & LINDA YOST
KATHRYN & TIM HAVASI
KEN & JUDY BARBE
LEONARD GARCIA
MARK STUDER
NAT STEINHOFF
PAUL GENETTI
RICHARD & DOROTHY REIMANN
ROBERT HOMER
ROBERT MOENKHAUS
SHAWN MAMMON
STEVE & BARB SHELLENBERGER
STEVE & LIBBY KURTZ
THOMAS & BARBARA REA
UNITARIAN COMMUNITY OF CASPER
WILLIAM & KRISTY THOMPSON
WILLIAM & SUSAN HEISS

\$99 - \$25

ALAN VANDEVENTER
CHRIS WEYDEVELD
DANIEL J. GALLES
DOUG MORTON
JANE A. IFLAND
KERRY & CHRISTINE LIPPINCOTT
LINDA NIX & NEIL SHORT
MARK GLESSNER
MARK HOPKINS
PATRICIA WARD
RENEE HAHN & EMIL GERCKE
TIM YOUNG
TIMANN & STUART DAY

Thank You
**TO OUR
SPONSORS**

HELP US BUILD A BRIDGE
to the FUTURE

307.577.1206 | P.O. BOX 1228
TATE PUMPHOUSE TRAIL CENTER,
1775 W. FIRST STREET, CASPER WYOMING



PLATTERIVERTRAILS.COM



From: Earla Checchi [mailto:checchi@wyomuni.org]
Sent: Monday, February 17, 2020 8:47 AM
Subject: Week One Legislative Update

The second session of the 65th Wyoming Legislature concluded its first week on Friday, February 14th. In total, there are 249 House Bills, 6 House Joint Resolutions, 139 Senate bills and 3 Senate Joint Resolutions that were introduced by last Friday's deadline. A number of these have already failed introduction. While many of these bills have no impact on WAM, or the cities and towns in Wyoming, there are several that will impact Wyoming Municipalities.

The WAM website contains information on all the bills we are tracking. The following is a summary of several of the most important bills WAM is tracking. Please note these are not all the bills we are following, but the ones that most directly affect our members. As noted, the full legislative summaries and bill status are on the WAM website.

WAM is currently tracking 25 House Bills, 11 Senate Bills, 1 House Joint Resolution and 2 Senate Joint Resolutions. As noted, the WAM Website has detailed information on each of the bills. We have also attached a spreadsheet that summarizes this tracking information. It is current as of noon on Friday.

First Week Highlights

The first week of the session has been extremely busy with bill filings, committee meetings, the Governor's State of the State Address and House and Senate Floor Sessions. The following paragraphs provide a brief summary of the week's legislative activities.

Senate File 57- Direct Distribution

The Governor's Recommended Budget contained \$105 million for the biennium (\$52,500,000 per year). Of this amount one third goes to the Counties, and two thirds go to cities and towns. These funds are disbursed on a formula established by the legislature.

During the review of the Governor's budget, the Joint Appropriations Committee slightly modified the Madden formula. This change would increase the base amounts each community gets. Communities with a population under 35 people would receive base distribution of \$15,000 instead of \$10,000. Communities with a population over 35 people, would see their base distribution increase to \$35,000 from \$20,000. The remaining funds would then be disbursed via the Madden Formula to determine additional distribution amounts to each community based on a combination of factors.

The effect of the change to the base amounts is generally increased distributions to smaller towns, while the larger cities will see decreases. Please see the attached document from the Legislative Services Office which offers projected distribution amounts with and without the amendment.

This bill has passed all three readings in the Senate and is being transmitted to the house.

House Bill 47 – Municipal Option Tax

House Bill 47 authorizes cities and town to hold a city only sales tax election. It was developed in conjunction with the Wyoming County Commissioner's Association (WCCA). In addition to allowing for a city only election, it reduces the number of cities needed to get on a sales tax ballot, from two thirds to 50%.

This bill was introduced and approved by the House Revenue Committee. It passed the House on 1st reading and is scheduled for 2nd reading on Monday.

House Bill 19 – Municipal Franchise Fees

This bill modifies the way cities and towns deal with franchise agreements and franchisees. This bill was considered during interim by the Corporations Committee and is a Committee bill. During the interim, WAM worked with Charter, CenturyLink and other telecommunications companies to come to a livable, revenue-neutral compromise. Charter is floating amendment language that goes against the original agreement but has yet to introduce it. We've let them know that any successful attempt at amending the bill from the original agreement would make it untenable, and that we would then throw all effort to opposing and killing the bill. The unamended bill has passed the House and is scheduled for introduction in the Senate next week.

House Bill 134 – Wyoming Tourism Funding

This bill would impose a 5% statewide lodging tax on short term lodging. Of this amount 3% would be used to fund the department of tourism (effectively taking it out of the general fund). 2% would be sent back to the local governments. The distribution of the local funds would be the same as with the current lodging tax legislation, but the use of marketing funds has been expanded. The principal difference between this bill and the one considered last year is that a local government can implement the second 2% by a vote of the town council instead of a vote of the public.

This bill has passed 1st reading in the House is awaiting 2nd reading. WAM is monitoring this bill.

House Bill 93 – Increasing Maximum Claim Amount for Governmental Claims

This bill would increase limits of liability for claims against local governments. Specifically, these would increase from \$250,000 to \$500,000 for any number of claims arising out of a single transaction. It would also increase from \$500,000 to \$1,500,000 for all claims of all claimant arising out of a single occurrence.

The Local Government Liability Pool (LGLP) actuaries estimate that this will increase insurance premiums initially by 10%. Future costs will be a function of claims. This has not yet been scheduled for a vote. WAM is opposing this bill.

House Bill 138 – Select Committee on Governmental Consolidation

This bill would establish a Select Committee on Governmental Consolidation. The Committee's charge is to "identify and recommend standards and options for reorganizing, consolidating or reducing the number of school districts, community colleges, counties, cities and legislative districts in the state and the number of legislative committees currently in existence or created by the Wyoming legislature. The deadline for the Select Committee to submit its findings and recommendations no later than October 1, 2020, with a final report no later than October 1, 2021. This bill has been introduced and referred to Revenue Committee.

Senate File 22 – Surface Water Drainage

This bill would authorize cities and towns that ability to create an enterprise fund for surface (storm) water improvements. This bill has been one of WAM's highest priorities for several years.

This bill has been introduced and approved by Senate Corporations. It will be heard on 1st reading in the Senate next week.

Senate File 108 – Wyoming Retirement Contributions

This bill would increase contributions to the "Big Plan" by 2%, with 1% coming from the employee and 1% from employers. This bill also creates a third tier for newly hired employees and these employees will have a retirement age of 67.

MRG Funding

The budget approved by the Joint Appropriations Committee included a significant reduction of funding for Mineral Royalty Grants. Much of this funding was diverted to other uses, leaving only \$4.5 million for emergency grants. We are working with several legislators to restore this funding through an amendment to the budget bill and hope to restore at least \$10 million to this account. This issue will be discussed as part of the budget process.

Early Victories

We were able to secure early victories by lobbying for failed introduction votes on HB 22 Housing Mitigation and SF 59 Taxing of Government Property. You'll recall that HB 22 was designed as a punitive measure against Jackson's housing mitigation ordinance but would have had profoundly negative effects for all our municipalities' ability to ask for exactions from developers. The bill failed introduction in the house with 29 for and 30 against. SF 59 would have forced the sale of government property not being used for government purposes, including such property in our municipalities. We strongly opposed this measure and it failed introduction in the Senate with 12 for and 17 against.

Tracking Bills on Line

The WAM website contains all the information about all the bills and their status in the legislative process. If you prefer to see this data in the excel format, you can click the excel button and it will format the information into an excel spread sheet. A direct link can be found

<https://wyomuni.org/follow-legislation>

If you have questions about any legislative issue, please do not hesitate to call Legislative Specialist Bob McLaurin (307) 413-3483, or Executive Director Dave Fraser at (307) 414-0265.

Earla Checchi

Finance/HR Manager

Wyoming Association of Municipalities

315 W. 27 Street

Cheyenne, WY 82001

307.632.0398

www.wyomuni.org

www.facebook.com/wyomuni

From: Justin Schilling [mailto:jschilling@wyomuni.org]
Sent: Monday, February 17, 2020 5:05 PM
Subject: Addendum to Week at the Capitol

In our haste to get the Week at the Capitol update out, we forget a couple of items that deserved mention.

We want to thank those local officials who made the journey to Cheyenne last week. These folks significantly helped the WAM cause with their presence and testimony. Specially, we want to thank Mayor Matt Hall of Cody, Upton Mayor Travis Breck, Upton Clerk Kelley Millar, and Upton Public Works Superintendent Works Mark Lindstrom, Jackson Mayor Pete Muldoon, Jackson Council members Jonathan Schechter, and Jim Stanford, Cheyenne Mayor Marion Orr, Cheyenne Councilmember Pete Laybourn, Laramie Mayor Joe Shumway and Laramie City Manager Janine Jordon. We recognize how busy everyone is and WAM greatly appreciates your time and support.

For those who are coming down in the future, we want to invite you stop by the WAM office. The WAM staff meets each weekday morning around 7:30 a.m. prior to the committee meetings and invite you to join us as we prepare for the legislative day. In addition to free parking, we have coffee, juice, snacks and supplies to make sandwiches.

Stronger Together!

Justin Schilling

Member Services Manager

Wyoming Association of Municipalities

315 West 27th Street

Cheyenne, WY 82001

[307-632-0398](tel:307-632-0398)

jschilling@wyomuni.org

From: Justin Schilling [mailto:jschilling@wyomuni.org]

Sent: Monday, February 17, 2020 3:22 PM

To: Renee Jordan-Smith <rjordansmith@casperwy.gov>

Subject: Word from WAM - Week 1 At the Capitol, Capitol Tour During WWC, Bill Tracker, Register Now For Winter Conference!



Word from WAM!

A Weekly Message

WAM Week 1 At The Capitol

The second session of the 65th Wyoming Legislature concluded its first week on Friday, February 14th. In total, there are 249 House Bills, 6 House Joint Resolutions, 139 Senate bills and 3 Senate Joint Resolutions that were introduced by last Friday's deadline. A number of these have already failed introduction. While many of these bills have no impact on WAM, or the cities and towns in Wyoming, there are several that will impact Wyoming Municipalities.

[Continue Reading](#)

**Guided Tour of the Renovated Capitol
Available During WAM Winter Conference**

Tour Will Run From 4-5:00 PM on
Wednesday, February 26th

8 Spots Left!

The Wyoming Legislative Service Office will be hosting a VIP tour of the newly renovated Wyoming Capitol and Extension exclusively for WAM members during the first day of this year's WAM Winter Conference. Because of limitations on large groups during the legislative session, this tour will be limited to the first 30 members to RSVP to me at the link below. I will reach out to those who RSVP with specific instructions on available parking and where to meet day of. If you haven't yet had the chance to see the newly renovated Capitol, we hope you'll take advantage of this opportunity as they really did do a beautiful job.



[RSVP by Clicking Here.](#)

AARP Community Challenge Grant Program Now Accepting Applications

Application Deadline is April 1st

CHEYENNE - AARP has opened applications for the 2020 AARP Community Challenge grant program to fund "quick-action" projects that spark change across the country. Now in its fourth year, the program is part of AARP's nationwide work on Livable Communities. Grants can range from several hundred dollars for small, short-term activities to several thousand, or tens of thousands for larger projects.

[Continue Reading](#)



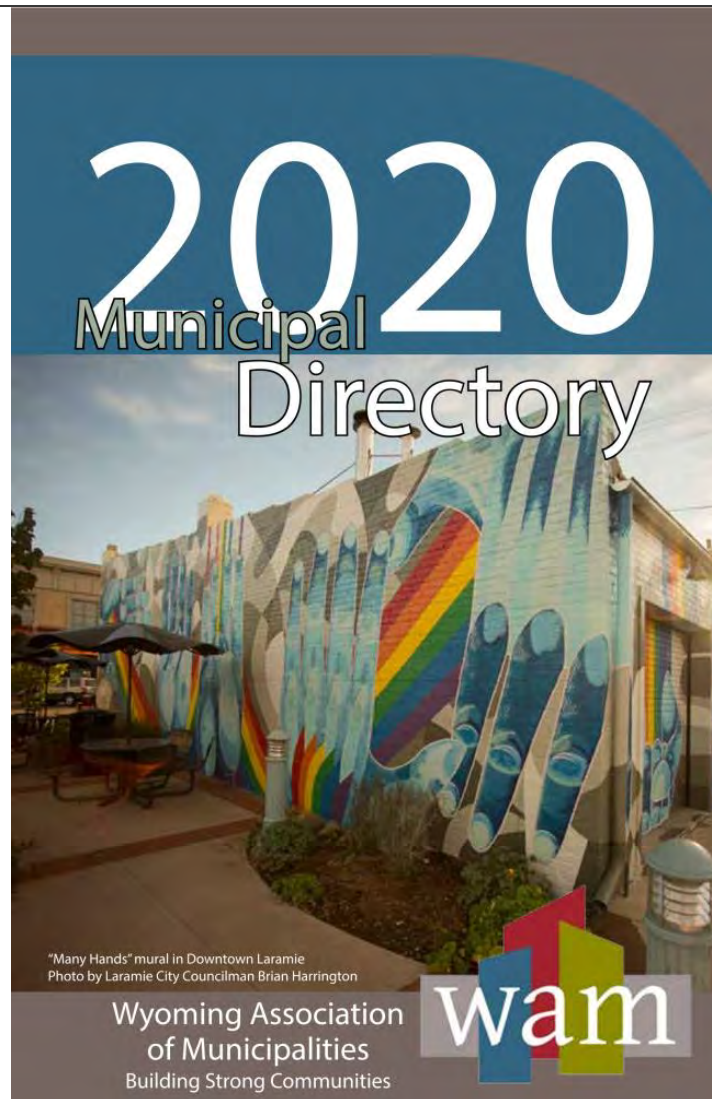
**Just Added: Dealing With People in Crisis,
QPR Suicide Prevention Training at WAM
Winter Conference**



Lynette Saucedo: Mental Health Services

Lynette Saucedo, Certified Prevention Specialist for Goshen County, will be conducting QPR Suicide Prevention Training as a breakout session during WAM Winter Conference. QPR (question, persuade, refer) training is designed to help you and your staff learn to identify individuals in crisis within your community, and then how to properly refer them to mental health professionals to help avoid a tragedy.

2020 WAM Municipal Directory



The 2020 Municipal Directory is complete and at the printer. Communities coming to WAM Winter Conference will receive their copies at the conference, while all others will be mailed out the first week of March. Thanks as always to all the clerks across the state who send in their information and updates to ensure the accuracy of each year's directory.

2020 WAM Legislative Updates and Bill Tracker are Live



WAM Bill Tracking Tutorial

The Wyoming
Legislative Session
Starts Today and WAM
is Here to Keep You
Informed



Besides Word From WAM, and our weekly Week at the Capitol e-blasts, you'll also be able to keep tabs on important legislation, see our legislative team's notes, and see WAM's official position on specific legislation by using our bill tracking tool featured in the video above. We're hard at work populating the tracker with all the bills posted by the legislature so far and will have it available for your use and review this coming week. To find the bill tracker and all of WAM's legislative updates, click on the advocacy tab on the WAM homepage and then Follow Legislation, or just [click here.](#)

**2020 Wyoming Housing Conference
Registration Now Open**



WYO-NAHRO Wyoming Housing Conference April 23-24,

Little America Hotel
& Resort
Cheyenne, WY

To download registration
go to:
WWW.WyoNAHRO.org

Conference Sessions

Session

Tenant/Landlord Lease and Best Practices:

This presentation will discuss best practices for lease enforcement, management, and compliance with the law. We will review key principles of law as well as those tricky and sometimes confusing areas of which can lead to greater problems if not handled correctly.

Some time will be provided for general questions about best practices.

Session

Drug Recognition/Connecting with Law enforcement

The Wyoming Division of Criminal Investigations (DCI) will conduct a session on the following:

1. Basic Drug ID, Signs and Symptoms
2. Law Enforcement's role as well as precautions for you as a landlord.
3. Unseen Dangers and Property Remediation, when is it clean enough?

Session

Community Builders: Housing in the West: Understanding the issue and framing a response

This session will focus more on the issue of affordable housing in general—understanding the issue, how communities are responding, approaches that focus on Affordable/subsidized housing versus attainable market/workforce housing.

Session

Community Builders: Workshop Building an Affordable Housing Strategy

In this interactive, facilitated session, participants will develop a better understanding of what a well-rounded, balanced affordable housing strategy might look like in their community.

1. Foundations of a housing strategy
2. Understanding market context and responding to market realities
3. Tools for aligning plans and policies with housing goals
4. Creating the resources and capacity to act (partnerships, funding, financing tools, etc.)
5. Building community support and political will

This workshop session will switch back and forth between presentation and facilitated conversations and/or exercise for participants to engage with the materials and concepts, developing a better understanding of what a well-rounded, balanced affordable housing strategy might look like in your community.

Session

HUD Fair Housing Training with Q & A 3 Hour Session

1. Overview of Fair Housing Laws.
2. HUD's new Assistance Animal Notice (issued Jan. 28, 2020).
3. Discussion on Analyzing Reasonable Accommodation and Modification Requests.
4. Case Studies and Best Practices.

Throughout the session, the audience can ask questions on topics and scenarios as they are presented. Exercises and questions will also be posed to the audience to engage in problem solving and critical thinking to resolve questions and issues that may arise under fair housing laws and regulations.

2020 WAM Winter Conference, 166 Leaders Are Coming So Far, Are You?



The 2020 WAM Winter Conference is scheduled at the beautiful Little America Hotel and Resort in Cheyenne, February 26-28, 2020. Online registration, as well as links to host lodging, for this exciting event is now open at the link below. This year's event will feature a myriad of excellent educational and networking opportunities, chances to interact with the legislature, and to meet fellow municipal leaders and officials from across the state. Fun social events centered around an exciting casino theme will play out throughout the event, starting with a Las Vegas style casino night where everyone will be invited to try their luck at the blackjack, poker, roulette and craps tables for a chance to win fantastic prizes.

DOOR PRIZES DONATED

FOR CASINO NIGHT AND POKER RUN

2 Blankets donated by: BCBS of Wyoming, Handcrafted by K. Hartman

2 Night Stay donated by: Blair Hotels, Cody WY

2 Night Stay donated by: Saratoga Resort & Spa Saratoga WY

2 \$50 Amazon Gift Cards donated by: Sunrise Engineering

1 Night stay donated by: Teton Mountain Lodge & Spa, Jackson WY

Gift Basket donated by: Texas Roadhouse

2 Night Stay donated by: Timberline Hospitalities

1 Night Stay donated by: Little America, Cheyenne

1 \$25 Gift Card donated by: First Interstate Bank

1 \$50 Gift Card donated by: First Interstate Bank

2 \$50 Gift Card donated by: Kaiser Wealth Mgt.

[Click here](#) for the event agenda.

For more information or to register, please [click here](#).

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