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REGULAR COUNCIL MEETING

Tuesday, August 19, 2014

6:00 p.m.

COUNCIL POLICY
PUBLIC STATEMENTS

- I. Members of the Public Wishing to Place a New Item on the Agenda Must Submit a Written Request to the City Manager No Later Than 11:00 a.m. on the Wednesday Preceding the Council Meeting.
- II. Members of the Public Wishing to Speak to an Item Already on the Agenda, Other Than a Public Hearing, Must Submit a Written Request to the City Manager by 12:00 Noon on the Monday Immediately Preceding the Council Meeting.
- III. Smoking is Not Permitted.
- IV. Use of Cellular Telephones is Not Permitted, and Such Telephones Shall Be Turned Off or Otherwise Silenced During the Council Meeting.
- V. The Hearing Impaired Are Encouraged to Contact the City Manager's Office No Later Than 12:00 Noon on the Monday Preceding the Council Meeting, if Assistance is Required.
- VI. Wheelchair Bound Members of the Public Are Encouraged to Contact the City Manager's Office No Later than 12:00 Noon on the Monday Preceding the Council Meeting, if Additional Handicapped Parking is Required.
- VII. Speaking to the City Council (These Guidelines Are Also Posted at the Podium in the Council Chambers)
 - Clearly State Your Name and Address.
 - Please Keep Your Remarks Pertinent to the Issue Being Considered by the City Council.
 - Please Limit the Time of Your Presentation to Five Minutes or Less.
 - Please Do Not Repeat the Same Statements that Were Made by a Previous Speaker.
 - Please Speak to the City Council as You Would Like to Be Spoken To.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSIDERATION OF MINUTES OF THE AUGUST 5, 2014 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON AUGUST 16, 2014

4. CONSIDERATION OF BILLS AND CLAIMS

5. PUBLIC HEARING

A. Ordinance

1. Consideration of **Annexation Compliance** with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to Determine if the Annexation of the **Wolf Creek Nine Addition** Complies with W.S. 15-1-402.

A. **Resolution.**

- B. **Third Reading Ordinance** Approving Annexation, and Zoning of **Wolf Creek Nine Addition.**

6. SECOND READING ORDINANCES

A. Amending **Chapter 2.64, Regarding Removal of Officials.**

B. Consent

1. Amending **Chapter 2.60, Regarding the Public Service Code of Ethics.**
2. Amending Certain Sections of **Title 6 of the Casper Municipal Code** Pertaining to **Permissible Off-Leash Areas.**

7. RESOLUTIONS

- A. Authorizing Submission of a Loan Application to the **Wyoming State Loan and Investment Board** for **Renovation and Expansion of Existing Baler Building** in the Amount of \$6,126,000.

- B. Authorize a **“Benchmark Reliability Target Stipulation and Agreement”** between the City of Casper, Natrona County, and the Towns of Bar Nunn, Mills, and Midwest, Wyoming and **Rocky Mountain Power** for Docket No. 20000-384-ER-10, Record No. 12702 before the Public Service Commission of Wyoming.

- C. Authorizing Change Order No. 6 and No. 7 with **Ice Builders, Inc.**, for an Increase of \$36,382.50, and Establish a Contingency Account in the Amount of \$260,000, for the **Casper Events Center Refrigerated Ice Floor Project.**

D. Consent

1. Authorizing the **Release of a Mortgage Deed**, Martha C. Montez.

7. RESOLUTIONS (continued)

D. Consent

2. Authorizing the **Release of a Mortgage Deed**, Berry Scott and Michele Lyn Shipley.
3. Authorizing a Private Enterprise User Agreement with the **Wyoming Medical Center** for **Public Safety Dispatching and E-911 Telephone Services**.
4. Authorizing Change Order No. 1 with **Wayne Coleman Construction, Inc.**, in the Amount of \$2,000 and Time Increase of 53 Days, for the **Pratt Tank Renovations Project**.
5. Authorizing Agreements with the Towns of **Mills, Midwest, and Evansville; Natrona County**, and the **Natrona County Fire Protection District**, for **Public Safety Dispatching and E-911 Telephone Services**.
6. Approving **Additions and Revisions** to the City of Casper's **Title VI Program** as Requested by the Federal Transit Administration.
7. Authorizing a Contract with **Turnkey Services, Inc.** for **Oversight of Rocky Mountain Power Infrastructure Improvements** through December 31, 2015.

8. MINUTE ACTION

A. Consent

1. Authorize the Purchase of One Used **John Deere 4320 Compact Tractor** from **Stotz Equipment**, Casper, Wyoming, to be Used in the Athletics Section of the Parks Division, in the Amount of \$32,500, Before Trade In Allowance.
2. Authorize the purchase of Four (4) New **Ford Explorer Interceptor SUVs**, from **Fremont Motor Company-Lander**, Lander, Wyoming, to be Used in the K9 Division of the Casper Police Department in the Amount of \$112,880.04, Before Trade In.
3. Authorize the Purchase of One (1) **New Utility Vehicle** from **Stotz Equipment**, Casper, Wyoming, to be Used in the Waste Water Treatment Plant Division of the Public Services Department, in the Amount of \$16,985.27, Before Trade In Allowance.

8. MINUTE ACTION (continued)

A. Consent

4. Approving the Appointment of **Leonard Kennedy** to the **Leisure Services Advisory Board** for a Three Year Term Ending December 31, 2017.
5. Approving the Appointment of **Chris Murray** to the **Leisure Services Advisory Board** for a Three Year Term Ending December 31, 2017.

9. COMMUNICATIONS

A. From Persons Present

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

11. ADJOURNMENT

ZONING CLASSIFICATIONS

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

COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
August 5, 2014

Casper City Council met in regular session at 6:00 p.m., Tuesday, August 5, 2014. Present: Councilmen Bertoglio, Cathey, Goodenough, Hedquist, Hopkins, Powell, Sandoval, Schlager and Mayor Meyer.

Mayor Meyer led the audience in the Pledge of Allegiance.

Moved by Councilman Hopkins, seconded by Councilman Cathey, to, by minute action, approve the minutes of the July 15, 2014, regular Council meeting, as published in the Casper-Star Tribune on July 23, 2014. Passed.

Moved by Councilman Bertoglio, seconded by Councilman Powell, to, by minute action, approve payment of the August 5, 2014, bills and claims, as audited by City Manager Patterson. Passed.

Bills & Claims
08/05/14

1stAmerTitle	Services	\$220.00
4DimensionalLighting	Projects	\$15,803.01
71Construction	Goods	\$24,205.55
A Alley	Refund	\$150.00
A Cox	Reimb	\$71.40
A Loughlin	Refund	\$11.29
A Miller	Refund	\$54.05
A Morrow	Refund	\$84.72
AAALandscaping	Services	\$5,999.04
Adbay	Services	\$3,825.00
Adecco	Services	\$8,504.10
AdvancedThermalSolutions	Services	\$3,017.01
Airgas	Goods	\$295.00
AllianceElec	Services	\$163.89
AMBI	Services	\$1,063.02
AmericanEagleCleaning	Services	\$6,237.50
AmericanTitle	Services	\$200.00
Amerigas	Goods	\$157.28
Arcadis	Services	\$17,980.22
AsbestosTechnicalServices	Services	\$3,600.00
B Governanti	Reimb	\$70.00
B Salisbury	Reimb	\$75.00
B Webster	Reimb	\$51.97
BankOfAmerica	Goods	\$259,805.95
BarDSigns	Goods	\$875.17

Bentz'sTownPump	Goods	\$25.14
BestWestern	Services	\$1,551.43
BoomtownSweeping	Services	\$2,054.60
Brenntag	Goods	\$111,957.02
Burns&McDonnellEngineering	Services	\$8,828.91
C Dolbier	Refund	\$50.19
C Gould	Reimb	\$275.78
C Harris	Refund	\$10.78
C Parker	Refund	\$27.01
C Spargue	Reimb	\$175.00
C Young	Refund	\$41.39
CAEDA	Funding	\$100,000.00
CarolinaSoftware	Services	\$700.00
Carus	Goods	\$7,524.36
Caselle	Services	\$125.00
CasperAlcovaIrrigationDist	Services	\$55,453.65
CasperElectric	Services	\$183,793.10
CasperRadioGroup	Services	\$500.00
CATC	Funding	\$163,304.00
Centurylink	Services	\$5,768.76
ChallengerHoldings	Refund	\$184.05
ChamberofCommerce	Goods	\$10,500.00
Charter	Services	\$450.00
CivilEngineeringProf	Projects	\$24,842.35
CNICHealthSolutions	Services	\$74,952.40
Coban	Services	\$275.00
CollectionCenter	Services	\$391.01
CommTech	Goods	\$686.00
CommunityActionPartnership	Funding	\$72,791.50
Comtronix	Services	\$673.85
ConcreteConservation	Services	\$23,143.55
CowdinCleaning	Services	\$44.10
CrimeSceneInfo	Services	\$86.25
D Blair	Refund	\$27.20
D Boomsma	Reimb	\$100.00
D Courtade	Reimb	\$63.00
D Goehring	Reimb	\$100.00
D Griebel	Refund	\$50.63
D Griswold	Reimb	\$456.07
D Lipp	Refund	\$59.16
D Minton	Refund	\$50.00
D Steinke	Reimb	\$43.68
DaleBuckinghamArchitects	Projects	\$3,488.60
DaveLodenConstruction	Projects	\$1,385.00
DavidsonFixedIncome	Services	\$13,111.94
DeckerAutoGlass	Goods	\$517.15

DeltaDental	Services	\$1,472.00
DenverIndustrialSales	Goods	\$63,704.98
DiamondVogel	Goods	\$25,979.25
DowlHKM	Services	\$25,000.00
DowntownDevelopmentAuth	Funding	\$3,000.00
DPCIndustries	Goods	\$11,360.56
DQLandService	Services	\$675.67
EconoliteControlProducts	Goods	\$164,350.00
EMBGolfCarts	Goods	\$648.09
Empco	Services	\$2,706.00
EnvironmentalCivilSolutions	Services	\$8,516.43
EvergreenTennisCourts	Projects	\$46,826.25
F Cole	Refund	\$51.83
FirstData	Services	\$5,981.39
FirstInterstateBank	Services	\$2,027.16
FirstInterstatePettyCash	Goods	\$43.65
FischerAutoBody	Services	\$10,434.58
GolderAssociates	Services	\$2,654.75
Granicus	Services	\$725.00
Greiner	Goods	\$425.00
GrizzlyExcavating	Projects	\$148,727.86
GrizzlyExvacation	Projects	\$99,206.16
GroundEngineering	Services	\$312.50
GSGArchitecture	Services	\$7,147.68
H Church	Refund	\$150.00
H Maclean	Refund	\$40.31
H Meikle	Refund	\$50.63
H Stephens	Refund	\$300.00
HarrisComputer	Services	\$1,621.00
HDR Engineering	Projects	\$783.46
HewlettPackard	Goods	\$2,096.22
HighlandParkChurch	Services	\$45.00
HighPlainsConstruction	Goods	\$64,007.68
Hitek	Services	\$81.00
Homax	Goods	\$186,332.72
IceBuilders	Projects	\$742,826.35
IrrigationTech	Services	\$3,200.00
J Bake	Reimb	\$404.00
J Gall	Reimb	\$73.79
J Hemenway	Refund	\$22.63
J Kalinowski	Refund	\$33.48
J Levin	Reimb	\$377.90
J Niegisch	Refund	\$51.12
J Proudfoot	Reimb	\$500.00
J Quelch	Refund	\$75.00
J Williams	Reimb	\$162.96

J Wolfe	Reimb	\$20.00
JKCEngineering	Services	\$3,645.00
JSchoenwolf	Reimb	\$75.00
JTLGroup	Services	\$3,201.16
K Buchholz	Reimb	\$93.92
K Crowell	Reimb	\$57.33
K Hallock	Reimb	\$149.99
K King	Reimb	\$570.35
K May	Reimb	\$213.09
KubwaterResources	Goods	\$4,839.01
L Medoff, PH.D	Services	\$1,200.00
LaborReady	Services	\$3,404.53
LegalAssitantsWy	Services	\$65.00
LifetimeInsulation	Goods	\$4,306.80
M Dominguez	Refund	\$6.76
M Prevish	Refund	\$26.15
M Solko	Refund	\$170.00
Mastercard	Services	\$4,415.71
McMurryReadyMix	Goods	\$884.00
Motorola	Goods	\$5,029.97
N Kaiser	Reimb	\$39.37
N Lange	Reimb	\$75.00
N Putnam	Refund	\$51.34
NC Clerk	Services	\$528.00
NC HealthDept	Funding	\$50,000.00
NC Library	Funding	\$275,000.00
NC Treasurer	Tax	\$249.07
NCHallofJustice	Services	\$36,876.75
NCSheriffsOffice	Funding	\$7,500.00
NebraskaDMV	Goods	\$3.00
NelsonEngineering	Services	\$8,754.00
NevesUniforms	Goods	\$2,291.83
NicolaysenMuseum	Funding	\$378.00
NixSigns	Goods	\$25,102.00
PaceConstruction	Goods	\$179.98
Paciolan	Services	\$47,000.00
ParamountConstruction	Projects	\$25,360.85
Pepsi	Goods	\$132.80
PhippsConst	Projects	\$41,484.00
PolishedConcrete	Services	\$19,350.00
PopeConstruction	Projects	\$101,223.90
PostalPros	Services	\$11,176.01
Pubworks	Goods	\$49,625.00
QqestSoftware	Services	\$9,479.00
R Drury	Refund	\$21.04
R Guidry	Refund	\$41.78

R Hieb	Reimb	\$88.00
R Soyebo	Refund	\$36.94
R Young	Reimb	\$45.01
RenewableEarthMaterials	Goods	\$5,391.75
ResourceStaff	Services	\$164.26
RockyMtnPower	Services	\$274,815.97
S Chaney	Reimb	\$66.00
S Daley	Reimb	\$151.18
S Dobson	Reimb	\$26.24
S Harker	Refund	\$53.07
S Nelson	Reimb	\$73.77
S Pucillo	Refund	\$50.63
S Schulte	Reimb	\$379.00
ShoshoneDistributing	Goods	\$970.00
SkylineRanches	Services	\$379.99
Smarsh	Services	\$1,921.50
SourceGas	Services	\$26,054.44
StarTribune	Services	\$4,724.52
SuperSuds	Services	\$8.00
Sysco	Goods	\$2,622.23
T Elkins	Refund	\$300.00
T Holman	Reimb	\$73.50
Terracon	Goods	\$3,219.00
TESInc	Projects	\$40,234.50
TownofMills	Refund	\$724.43
TownSquareMedia	Services	\$1,933.50
TriMountainHomes	Refund	\$13.48
TurnkeyServices	Services	\$4,280.60
UPS	Services	\$15.92
UrgentCare	Services	\$3,654.00
UtilityBillSolutions	Services	\$1,330.00
Verizon	Services	\$5,022.84
VisionServicePlan	Services	\$1,121.76
W Bohman	Reimb	\$955.19
W Gonzales	Reimb	\$73.79
W Humphrey	Refund	\$87.02
WERCSCcommunications	Services	\$508.14
WesternEnergyFab	Refund	\$179.25
WesternPlainsLandscaping	Services	\$7,519.50
WesternWaterConsult	Services	\$11,875.77
WestlandPark	Services	\$2,346.57
WestPlainsEngineering	Services	\$1,565.00
WhitesBuffaloSportingGoods	Goods	\$865.54
WilliamsPorterDay	Services	\$200.00
WolfGang	Services	\$3,833.33
WorthingtonLenhart&Carpenter	Services	\$35,897.77

WyattElec	Services	\$11,900.00
WyDEQ	Services	\$5,516.71
WyDivisionCriminalInvestigation	Services	\$78.00
WYDOT	Services	\$2,789.25
X Walton	Refund	\$19.38
Z Vancoillie	Refund	\$36.78
		\$4,068,860.33

Mayor Meyer opened the public hearing for the consideration of the transfer of Retail Liquor License No. 2 from GMRI, Inc., to Red Lobster Hospitality LLC, located at 5010 East 2nd Street.

City Attorney Luben entered three (3) exhibits, and City Manager Patterson provided a brief report.

Speaking in support was Brian Proffitt and Jason Ruzick, both of Red Lobster Hospitality LLC, and Pat Sweeney, 123 West “E” Street.

There being no others to speak for or against the issues involving Retail Liquor License No. 2, the public hearing was closed.

Moved by Councilman Powell seconded by Councilman Cathey, to, by minute action, authorize the transfer of Retail Liquor License No. 2. Passed.

The following ordinances were considered, on third reading, by consent agenda.

ORDINANCE NO. 17-14

AN ORDINANCE APPROVING A REPLAT CREATING WOLF CREEK EIGHT, A SUBDIVISION AGREEMENT, AND ZONE CHANGE OF LOTS 17 AND 18 IN THE WOLF CREEK EIGHT ADDITION IN THE CITY OF CASPER, WYOMING.

WHEREAS an application has been made to vacate and replat Lots 10 and 11, and Talon Drive, Mountain Plaza Addition No. 6, to create the Wolf Creek Eight Addition; and,

WHEREAS an application has been made to rezone proposed Lots 17 and 18 in the Wolf Creek Eight Addition from zoning classifications PUD (Planned Unit Development) and R-4 (High Density Residential) to entirely R-4 (High Density Residential); and,

WHEREAS, a written subdivision agreement will be entered into with the City of Casper, which will be approved with the replat upon third reading of this ordinance; and,

WHEREAS, the proposed replat and rezoning requires approval by ordinance, following a public hearing; and,

WHEREAS, after a public hearing held May 27, 2014, the City of Casper Planning and Zoning Commission passed a motion recommending that City Council approve the replat, and zone change requests; and,

WHEREAS, the governing body of the City of Casper finds that the above described zone change, replat and the Wolf Creek Eight Subdivision Agreement should be approved.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

The replat of Lots 10 and 11, and Talon Drive, Mountain Plaza Addition No. 6, creating Wolf Creek Eight, and the Wolf Creek Eight Subdivision Agreement, are hereby approved, and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said agreement.

SECTION 2:

The zone change of Lots 17 and 18 in the Wolf Creek Eight Addition from PUD (Planned Unit Development) and R-4 (High Density Residential) to entirely R-4 (High Density Residential) is hereby approved.

SECTION 3:

This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the 1st day of July, 2014.

PASSED on 2nd reading the 15th day of July, 2014.

PASSED, APPROVED AND ADOPTED on 3rd and final reading the 5th day of August, 2014.

ORDINANCE NO. 19-14

AN ORDINANCE APPROVING THE VACATION AND REPLAT OF TRACTS A, B, AND C, HERITAGE HILLS ADDITION NO. 2 TO CREATE THE HERITAGE HILLS ADDITION NO. 3, AND APPROVING THE SUBDIVISION AGREEMENT FOR THE PROPOSED HERITAGE HILLS ADDITION NO. 3

WHEREAS, Gaddis Custom Building, LLC has applied to vacate and replat 13.98 -acres, described as Tracts A, B, and C, Heritage Hills Addition No. 2, to create the Heritage Hills Addition No. 3; and,

WHEREAS, the City of Casper Planning and Zoning Commission recommended that the Council approve the vacation and replat creating the Heritage Hills Addition No. 3 following a public hearing on May 27, 2014.

WHEREAS, a written subdivision agreement will be entered into with the City of Casper, which will be approved with the vacation and replat upon third reading of this ordinance; and,

WHEREAS, because the vacation and replat involves public streets, it requires approval by ordinance following a public hearing; and,

WHEREAS, the governing body of the City of Casper finds that the vacation and replat creating the Heritage Hills Addition No. 3, and the Heritage Hills Addition No. 3 Subdivision Agreement should be approved.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, the Heritage Hills Addition No. 3 Subdivision Agreement.

SECTION 2:

The vacation and replat of Tracts A, B, and C, Heritage Hills Addition No. 2 to create the Heritage Hills Addition No. 3 is hereby approved under the terms and conditions of the Heritage Hills Addition No. 3 Subdivision Agreement.

SECTION 3:

This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the 1st day of July, 2014.

PASSED on 2nd reading the 15th day of July, 2014.

PASSED, APPROVED AND ADOPTED on 3rd and final reading the 5th day of August, 2014.

Councilman Hopkins presented the two (2) foregoing consent agenda ordinances for adoption, on third reading. Seconded by Council Powell. Passed.

Following ordinance read:

ORDINANCE NO. 21-14
AN ORDINANCE AMENDING CHAPTER 2.60 OF THE
CASPER MUNICIPAL CODE.

Councilman Schlager presented the foregoing ordinance for approval, on first reading. Seconded by Councilman Hopkins.

City Attorney Luben provided a report on both Ordinance No. 21-14 and 22-14. City Attorney Luben answered many questions posed by the Council. Councilmen Goodenough, Hedquist, and Sandoval voted nay. Passed.

Following ordinance read:

ORDINANCE NO. 22-14
AN ORDINANCE AMENDING CHAPTER 2.64 OF THE
CASPER MUNICIPAL CODE.

Councilman Hopkins presented the foregoing ordinance for approval, on first reading. Seconded by Councilman Bertoglio.

City Attorney Luben restated the purpose of this ordinance. Moved by Councilman Bertoglio, seconded by Councilman Cathey, to amend the ordinance by requiring a two-thirds majority vote of all members to refer an alleged case to an independent hearing officer. Motion to amend the ordinance passed. After further discussion, Council voted to pass the ordinance as amended, on first reading. Councilmen Goodenough, Hedquist, and Sandoval voted nay. Passed.

Following ordinance read:

ORDINANCE NO. 23-14
AN ORDINANCE AMENDING CERTAIN SECTIONS
OF TITLE 6 OF THE CASPER MUNICIPAL CODE
PERTAINING TO PERMISSIBLE OFF-LEASH AREAS.

Councilman Bertoglio presented the foregoing ordinance for approval, on first reading. Seconded by Councilman Schlager.

City Manager Patterson provided a brief report. Passed.

Following resolution read:

RESOLUTION NO. 14-202
A RESOLUTION ADOPTING PRIORITIES FOR USE OF
THE OPTIONAL 1%#15 SALES TAX AND
COMMITTING SALES TAX FUNDS TO SAID
PRIORITIES.

Councilman Bertoglio presented the foregoing resolution for adoption. Seconded by Councilman Schlager.

Assistant City Manager Witko provided a brief report. Passed.

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 14-201
A RESOLUTION RESCINDING RESOLUTION NO. 13-
220 AND AUTHORIZING A LEASE AGREEMENT
WITH MOUNTAIN SPORTS FOR OPERATION OF A
SKI EQUIPMENT RENTAL OPERATION AT
HOGADON SKI AREA.

RESOLUTION NO. 14-203

A RESOLUTION AUTHORIZING A CONTRACT WITH API SYSTEMS INEGRATORS TO PROVIDE A CLEAN AGENT FIRE SUPPRESSION SYSTEM FOR THE INFORMATION TECHNOLOGY SERVER ROOM.

RESOLUTION NO. 14-204

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A SUBLEASE AGREEMENT WITH THE AMOCO REUSE AGREEMENT JOINT POWERS BOARD FOR REAL PROPERTY LOCATED WITHIN THE PLATTE RIVER COMMONS AND TO RESCIND RESOLUTION NO. 14-176.

RESOLUTION NO. 14-205

A RESOLUTION APPROVING A CONSENT FOR CHANGE OF POINT OF DIVERSION OF WATER ON THE STROUD DITCH FOR EAST ELKHORN RANCH, LLC.

RESOLUTION NO. 14-206

A RESOLUTION APPROVING A NATRONA COUNTY PLAT, "CAN DO SIMPLE SUBDIVISION", A SUBDIVISION OF A PORTION OF THE E1/2E1/2, SECTION 20, TOWNSHIP 34 NORTH, RANGE 79 WEST, SIXTH PRINCIPAL MERIDIAN, NATRONA COUNTY, WYOMING.

RESOLUTION NO. 14-207

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH K&K SIDING AND EXTERIORS, INC.

RESOLUTION NO. 14-208

A RESOLUTION AUTHORIZING A CHANGE ORDER NO. 1 WITH CASPER ELECTRIC, INC., FOR A PRICE INCREASE AS PART OF THE POPLAR STREET AND MIDWEST AVENUE/KING BOULEVARD TRAFFIC SIGNAL PROJECT.

RESOLUTION NO. 14-209

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WWC ENGINEERING, INC., FOR DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE ROBERTSON ROAD TRAIL EXTENSION.

RESOLUTION NO. 14-210

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WLC ENGINEERING, SURVEYING, AND PLANNING, FOR DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE OLD YELLOWSTONE PEDESTRIAN BRIDGE, PATHWAY AND PAVILLION.

RESOLUTION NO. 14-211

A RESOLUTION AUTHORIZING A CONTRACT FOR OUTSIDE-CITY WATER AND SEWER SERVICE WITH GRANITE PEAK DEVELOPMENT, LLC, CASPER CRUDE TO RAIL, LLC, AND CTRAN, LLC.

RESOLUTION NO. 14-212

A RESOLUTION AUTHORIZING AN OUTSIDE-CITY WATER SERVICE CONTRACT WITH KEVIN KALIES, TRACT 13, ROCKY MOUNTAIN PACKING SUBDIVISION.

Councilman Hopkins presented the foregoing eleven (11) resolutions for adoption. Seconded by Councilman Schlager. Passed.

Moved by Councilman Bertoglio, seconded by Councilman Powell, to, by minute action, reject the bid from Rocky Mountain Excavating, Inc., for the Casper Events Center Refrigerant Ice Floor – bid package 2 project.

City Manager Patterson provided a brief report. Councilman Sandoval voted nay. Passed.

Moved by Councilman Powell, seconded by Councilman Bertoglio, to, by minute action, appoint Glenn Januska to an unexpired term ending June 30, 2016, to the Natrona County Travel and Tourism Council.

City Manager Patterson provided a brief report. Councilman Goodenough voted nay and Councilman Hedquist abstained from voting. Passed.

Moved by Councilman Hopkins, seconded by Councilman Cathey, to, by consent minute action, authorize the discharge of uncollectible accounts receivables balances in the amount of \$5,223.84; authorize the purchase of one John Deere 1550 Terrain Cut mower from Stotz Equipment, Casper, Wyoming, in the amount of \$16,238.33; authorize the purchase of one John Deere 1600 Turbo Series II Mower from Stotz Equipment, Casper, Wyoming, in the amount of \$48,752.24; authorize the purchase of one Redexim VertiDrain 7416 Deep Tine Aerator from Stotz Equipment, Casper, Wyoming, in the amount of \$22,895; authorize the sole source purchase of six snow guns from Snow Machines Inc., Midland, Michigan, in the amount not to exceed \$160,000; appoint Vincent Crolla to an unexpired term ending December 31, 2016, to the Historic Preservation Commission; appoint Jennifer Rohrer to an unexpired term ending

December 31, 2015, to the Central Wyoming Senior Services Board; reappoint Dave Dovala to an additional 3 year term ending December 31, 2016, to the Civil Service Commission; and appoint Dr. Michael Miller to the Community Action Partnership of Natrona County Board of Directors to an Unexpired Term Ending June 30, 2018. Passed.

Individuals addressing the Council were: Deb Cheatham, 120 East 15th Street, regarding the Council code of ethics and removal from office ordinances as well as appointment policies; Donna Fox, 2261 Garden Creek Heights, regarding water quality and development issues with Hogadon; Kim Holloway, 2068 South Cedar, regarding public input on first reading ordinances; and Pat Sweeney, 123 West "E" Street, regarding the Council code of ethics and removal from office ordinances as well as the optional 1%#15 funding.

Mayor Meyer noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, August 12, 2014, in the Council's meeting room; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, August 19, 2014, in the Council Chambers.

Moved by Councilman Bertoglio, seconded by Councilman Schlager, to, by minute action adjourn. Passed.

The meeting was adjourned at 7:50 p.m.

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

71 CONSTRUCTION, INC.

1594-1 RETAI PAY 15TH AND SAGE PRK	(\$8,132.38)	
1597-1 RETAIN PAY DOG PRK PAVE AND PA	(\$1,820.04)	
1593-1 RETAIN PAY GOODSTEIN PARK	(\$5,454.90)	
	(\$15,407.32)	Subtotal for Dept. Capital Projects
55608C BROWN SCORIA	\$975.73	
1597-1 MACKENSIE DOG PARK PAVING/PATH	\$18,200.36	
1593-1 GOODSTEIN PARK CONSTRUCTION	\$54,549.00	
	\$73,725.09	Subtotal for Dept. Parks
1594-1 15TH STREET AND SAGE STORM SEW	\$162,647.60	
54632C TACK OIL	\$5,586.25	
	\$168,233.85	Subtotal for Dept. Streets
	\$226,551.62	Subtotal for Vendor

A.M.B.I. & SHIPPING, INC.

14-06-540 POSTAGE	\$4.08	
	\$4.08	Subtotal for Dept. Balefill
14-07-683 POSTAGE	\$23.18	
	\$23.18	Subtotal for Dept. Casper Events Center
14-07-679 POSTAGE	\$1.15	
	\$1.15	Subtotal for Dept. City Attorney
14-07-681 POSTAGE	\$7.41	
	\$7.41	Subtotal for Dept. City Manager
14-07-688 POSTAGE	\$2.96	
	\$2.96	Subtotal for Dept. Council
14-07-682 POSTAGE	\$37.35	
	\$37.35	Subtotal for Dept. Engineering
14-07-684 POSTAGE	\$370.49	
	\$370.49	Subtotal for Dept. Finance
14-07-685 POSTAGE	\$32.00	
	\$32.00	Subtotal for Dept. Fire
14-07-691 POSTAGE	\$7.52	
	\$7.52	Subtotal for Dept. Human Resources
14-07-692 POSTAGE	\$0.57	
	\$0.57	Subtotal for Dept. Parks
14-07-695 POSTAGE	\$254.01	
	\$254.01	Subtotal for Dept. Police
14-07-694 POSTAGE	\$60.58	
	\$60.58	Subtotal for Dept. Property & Liability Insurance
14-06-555 POSTAGE	\$3.42	
	\$3.42	Subtotal for Dept. Refuse Collection
	\$804.72	Subtotal for Vendor

AAA LANDSCAPING

6384 WEED CONTRACTOR	\$278.57	
6433 WEED CONTRACTOR	\$390.37	
	\$668.94	Subtotal for Dept. Code Enforcement
	\$668.94	Subtotal for Vendor

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

ADVANCED THERMAL SOLUTIONS INC.
1332-4592 ICE MACHINE REPAIR

\$156.00
\$156.00 Subtotal for Dept. Golf Course
\$156.00 Subtotal for Vendor

AIRGAS INTERMOUNTAIN, INC.
9920179930 GAS FOR FATS SYSTEM

\$673.45
\$673.45 Subtotal for Dept. Police
\$673.45 Subtotal for Vendor

ALLIANCE ELECTRIC LLC.
3774 LABOR

\$293.24
\$293.24 Subtotal for Dept. Ice Arena
\$293.24 Subtotal for Vendor

AMERICAN EAGLE CLEANING, LLC
4048 PRESSURE WASH SCALES

\$500.00
\$500.00 Subtotal for Dept. Balefill

4047 PRESSURE WASH TRASH TRUCKS

\$500.00
\$500.00 Subtotal for Dept. Refuse Collection
\$1,000.00 Subtotal for Vendor

AMERICAN TITLE AGENCY, INC.
80-109553 O & E REPORT-2118 S JEFFERSON

\$85.00
\$85.00 Subtotal for Dept. Code Enforcement
\$85.00 Subtotal for Vendor

AMERIGAS - CASPER
801792968 PROPANE

\$135.82
\$135.82 Subtotal for Dept. Balefill

57554891 PROPANE

\$33.14
\$33.14 Subtotal for Dept. Casper Events Center
\$168.96 Subtotal for Vendor

ARCADIS U.S., INC.
0601332 WWTP HEADWORKS BUILDING SCREEN
0602926 WWTP HEADWORKS BUILDING SCREEN

\$21,041.31
\$1,630.00
\$22,671.31 Subtotal for Dept. Waste Water
\$22,671.31 Subtotal for Vendor

ARROWHEAD, INC.
3672 HVAC MAINTENANCE

\$180.00
\$180.00 Subtotal for Dept. Balefill
\$180.00 Subtotal for Vendor

ATKINSON, DENNIS
0022600933 DEPOSIT/CREDIT REFUND
0022600933 DEPOSIT/CREDIT REFUND

\$22.95
\$50.00
\$72.95 Subtotal for Dept. Water
\$72.95 Subtotal for Vendor

ATLANTIC ELECTRIC, INC.
5256 WESTWOOD PARK SPRINKLER SYSTEM

\$1,270.00

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

\$1,270.00 Subtotal for Dept. Property & Liability Insurance
\$1,270.00 Subtotal for Vendor

BAR-D SIGNS, INC.

26404 NEW TRUCK DECALS

\$2,640.00
\$2,640.00 Subtotal for Dept. Refuse Collection
\$2,640.00 Subtotal for Vendor

BENJAMIN MATTILA

5299 CLOTHING ALLOWANCE

\$116.70
\$116.70 Subtotal for Dept. Police
\$116.70 Subtotal for Vendor

BONTE, DYLAN

0022600934 DEPOSIT/CREDIT REFUND

\$59.64
\$59.64 Subtotal for Dept. Water
\$59.64 Subtotal for Vendor

CASPER CRUDE TO RAIL, LLC

RIN0024146 REFUND OVERPAYMENT

\$3,368.96
\$3,368.96 Subtotal for Dept. Water
\$3,368.96 Subtotal for Vendor

CASPER MUSEUM CONSORTIUM

RIN0024126 14-15 ANNUAL MEMBERSHIP DUES

\$2,000.00
\$2,000.00 Subtotal for Dept. Fort Caspar
\$2,000.00 Subtotal for Vendor

CASPER RADIO GROUP

MC-114062219 ADS

\$500.00
\$500.00 Subtotal for Dept. Streets
\$500.00 Subtotal for Vendor

CENTRAL PAINT & BODY

30009 CLAIM #14C-049/REPAIRS

30078 CLAIM #14I-111/PARTS/PAINT/LAB

\$5,795.00
 \$1,317.50
\$7,112.50 Subtotal for Dept. Property & Liability Insurance
\$7,112.50 Subtotal for Vendor

CENTRAL WY. REGIONAL WATER

116292 JULY14 SYSTEM INVESTMENT FEES

116290 JULY14 WHOLESALE WATER

\$6,600.00
 \$935,739.74
\$942,339.74 Subtotal for Dept. Water
\$942,339.74 Subtotal for Vendor

CENTURYLINK

RIN0024101 PHONE USE

RIN0024101 PHONE USE

RIN0024121 PHONE USE

\$37.67
 \$342.08
 \$126.50
\$506.25 Subtotal for Dept. Casper Events Center

RIN0024127 PHONE USE

\$39.62
\$39.62 Subtotal for Dept. Cemetery

RIN0024121 PHONE USE

\$33.73

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

RIN0024127 PHONE USE	\$75.48	
	\$109.21	Subtotal for Dept. City Hall
RIN0024121 PHONE USE	\$65.28	
	\$65.28	Subtotal for Dept. Code Enforcement
RIN0024121 PHONE USE	\$83.64	
RIN0024121 PHONE USE	\$61.20	
RIN0024101 PHONE USE	\$37.67	
RIN0024121 PHONE USE	\$23.30	
RIN0024101 PHONE USE	\$56.67	
RIN0024121 PHONE USE	\$64.96	
RIN0024121 PHONE USE	\$83.64	
RIN0024121 PHONE USE	\$61.20	
RIN0024121 PHONE USE	\$61.20	
RIN0024101 PHONE USE	\$10,381.36	
RIN0024121 PHONE USE	\$1,638.65	
RIN0024121 PHONE USE	\$1,638.65	
RIN0024121 PHONE USE	\$37.67	
	\$14,229.81	Subtotal for Dept. Communications Center
AP00005708081420 PHONE USE	\$3,314.04	
AP00013208081420 PHONE USE	\$1,662.80	
	\$4,976.84	Subtotal for Dept. Finance
RIN0024101 PHONE USE	\$37.67	
RIN0024101 PHONE USE	\$37.67	
RIN0024121 PHONE USE	\$65.28	
RIN0024101 PHONE USE	\$75.34	
RIN0024101 PHONE USE	\$37.67	
RIN0024101 PHONE USE	\$105.00	
RIN0024121 PHONE USE	\$65.28	
RIN0024121 PHONE USE	\$74.46	
RIN0024121 PHONE USE	\$65.28	
RIN0024121 PHONE USE	\$65.28	
	\$628.93	Subtotal for Dept. Fire
RIN0024101 PHONE USE	\$37.67	
RIN0024121 PHONE USE	\$63.24	
	\$100.91	Subtotal for Dept. Garage
RIN0024121 PHONE USE	\$43.49	
	\$43.49	Subtotal for Dept. Golf Course
RIN0024101 PHONE USE	\$37.67	
	\$37.67	Subtotal for Dept. Human Resources
RIN0024121 PHONE USE	\$65.28	
RIN0024101 PHONE USE	\$80.44	
	\$145.72	Subtotal for Dept. Parking
RIN0024121 PHONE USE	\$122.40	
RIN0024121 PHONE USE	\$42.48	
	\$164.88	Subtotal for Dept. Parks
RIN0024121 PHONE USE	\$22.53	
RIN0024121 PHONE USE	\$65.28	
RIN0024101 PHONE USE	\$37.67	
RIN0024101 PHONE USE	\$29.04	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

RIN0024121 PHONE USE	\$38.42	
RIN0024121 PHONE USE	\$63.24	
	\$256.18	Subtotal for Dept. Police
RIN0024101 PHONE USE	\$37.67	
	\$37.67	Subtotal for Dept. Recreation
RIN0024121 PHONE USE	\$50.52	
RIN0024121 PHONE USE	\$43.52	
RIN0024121 PHONE USE	\$43.52	
RIN0024121 PHONE USE	\$43.52	
RIN0024121 PHONE USE	\$33.95	
RIN0024101 PHONE USE	\$39.51	
RIN0024121 PHONE USE	\$43.52	
RIN0024121 PHONE USE	\$65.28	
RIN0024121 PHONE USE	\$38.42	
RIN0024101 PHONE USE	\$37.34	
RIN0024121 PHONE USE	\$43.52	
RIN0024121 PHONE USE	\$43.52	
	\$526.14	Subtotal for Dept. Traffic
RIN0024101 PHONE USE	\$37.43	
RIN0024121 PHONE USE	\$1,647.07	
	\$1,684.50	Subtotal for Dept. Waste Water
RIN0024119 PHONE USE	\$88.57	
RIN0024101 PHONE USE	\$37.67	
RIN0024121 PHONE USE	\$195.53	
	\$321.77	Subtotal for Dept. Water
RIN0024122 PHONE USE	\$42.28	
	\$42.28	Subtotal for Dept. Water Treatment Plant
70259975 REPAIRS	\$285.98	
	\$285.98	Subtotal for Dept. Communications Center
AP00014308081420 PHONE USE	\$696.14	
	\$696.14	Subtotal for Dept. Finance
	\$24,899.27	Subtotal for Vendor
CHARTER		
RIN0024125 CABLE ACCESS	\$53.20	
	\$53.20	Subtotal for Dept. Communications Center
	\$53.20	Subtotal for Vendor
CHESTER WALSH		
RIN0024112 CLOTHING ALLOWANCE	\$64.00	
	\$64.00	Subtotal for Dept. Balefill
	\$64.00	Subtotal for Vendor
CHRISTINA GRADNER		
RIN0024183 REFUND FINE PAYMENT	\$350.00	
	\$350.00	Subtotal for Dept. General Fund Revenue
	\$350.00	Subtotal for Vendor
COBAN TECH. INC.		
8486 CABLE M7 FOR FLEET	\$940.00	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

8463 EQUIP FOR NEW FLEET

\$101,475.00

\$102,415.00 Subtotal for Dept. Police Dept

\$102,415.00 Subtotal for Vendor

COLLECTION CENTER INC.

97430000208 COLLECTION FEES

\$114.57

\$114.57 Subtotal for Dept. Finance

\$114.57 Subtotal for Vendor

COMMUNICATION TECHNOLOGIES, INC.

67636 REMOVE CONVERTER/GROUND WIRING

\$49.00

67637 INSTALLED CONVERTER FOR LAPTOP

\$118.00

\$167.00 Subtotal for Dept. Code Enforcement

67604 NEW TRUCK EQUIP

\$3,112.00

\$3,112.00 Subtotal for Dept. Metro Animal

67700 REPAIRS

\$49.00

67632 REPAIRS

\$49.00

67625 REPAIRS

\$49.00

\$147.00 Subtotal for Dept. Police

\$3,426.00 Subtotal for Vendor

COMTRONIX, INC.

AP00004908081420 ALARM MONITORING

\$55.00

\$55.00 Subtotal for Dept. Aquatics

AP00004908081420 ALARM MONITORING

\$26.00

AP00004908081420 ALARM MONITORING

\$52.00

AP00004908081420 ALARM MONITORING

\$40.95

AP00004908081420 ALARM MONITORING

\$26.00

\$144.95 Subtotal for Dept. Balefill

AP00004908081420 ALARM MONITORING

\$26.00

AP00004908081420 ALARM MONITORING

\$26.00

\$52.00 Subtotal for Dept. Casper Events Center

AP00004908081420 ALARM MONITORING

\$26.00

AP00004908081420 ALARM MONITORING

\$26.00

AP00004908081420 ALARM MONITORING

\$26.00

\$78.00 Subtotal for Dept. City Hall

AP00004908081420 ALARM MONITORING

\$26.00

\$26.00 Subtotal for Dept. City Manager

AP00004908081420 ALARM MONITORING

\$26.00

\$26.00 Subtotal for Dept. Finance

AP00004908081420 ALARM MONITORING

\$26.00

\$26.00 Subtotal for Dept. Fire

AP00004908081420 ALARM MONITORING

\$91.95

\$91.95 Subtotal for Dept. Fort Caspar

AP00004908081420 ALARM MONITORING

\$26.00

\$26.00 Subtotal for Dept. Garage

AP00004908081420 ALARM MONITORING

\$36.00

\$36.00 Subtotal for Dept. Ice Arena

AP00004908081420 ALARM MONITORING

\$36.00

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

AP00004908081420 ALARM MONITORING

AP00004908081420 ALARM MONITORING

\$36.00 Subtotal for Dept. Metro Animal
\$39.95
\$39.95 Subtotal for Dept. Police
\$36.00
\$36.00 Subtotal for Dept. Recreation
\$673.85 Subtotal for Vendor

COWDIN CLEANING

201181 WEED CONTRACTOR

\$721.05
\$721.05 Subtotal for Dept. Code Enforcement
\$721.05 Subtotal for Vendor

CRIME SCENE INFORMATION

157-12-028 CRIMESTOPPERS

\$86.25
\$86.25 Subtotal for Dept. Police
\$86.25 Subtotal for Vendor

CURT GOTTSHALL

RIN0024177 REFUND PARK RENT

\$175.00
\$175.00 Subtotal for Dept. General Fund Revenue
\$175.00 Subtotal for Vendor

DANIEL BUSCH

RIN0024178 TRAVEL EXPENSES

\$141.00
\$141.00 Subtotal for Dept. Fire
\$141.00 Subtotal for Vendor

DAVE LODEN CONSTRUCTION

RIN0024151 ROOF/FT. CASPAR RESTROOM

\$1,700.00
\$1,700.00 Subtotal for Dept. Property & Liability Insurance
\$1,700.00 Subtotal for Vendor

DELTA DENTAL PLAN OF WY.

RIN0024158 DENTAL CLAIMS JULY/EMPLOY

\$27,728.61
\$27,728.61 Subtotal for Dept. Health Insurance
\$27,728.61 Subtotal for Vendor

DRYWALL SPECIALTIES, LLC

RIN0024147 REFUND OVERPAYMENT/OVER CHARGE

\$453.60
\$453.60 Subtotal for Dept. Balefill
\$453.60 Subtotal for Vendor

ECONOLITE CONTROL PRODUCTS, INC.

114906 SIGNAL CABINETS

\$155,700.00
\$155,700.00 Subtotal for Dept. Traffic
\$155,700.00 Subtotal for Vendor

ELIZABETH BECHER

RIN0024114 REIMBURSE ROTARY DUES

\$197.00
\$197.00 Subtotal for Dept. Planning
\$197.00 Subtotal for Vendor

EMB GOLF CARTS

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

RIN00024118 TRIMMERS

\$863.22

\$863.22 Subtotal for Dept. Capital Projects

\$863.22 Subtotal for Vendor

EVERGREEN TENNIS COURTS INC.

RIN0024152 RETAINAGE FROM CO

(\$345.00)

(\$345.00) Subtotal for Dept. Capital Projects

RIN0024152 TENNIS COURT RESURFACING

\$10,420.00

RIN0024152 CHANGE ORDER

\$1,975.00

\$12,395.00 Subtotal for Dept. Parks

\$12,050.00 Subtotal for Vendor

FIRST DATA MERCHANT SVCS CORP.

REMI980559 MERCHANT SERVICES

\$1,951.39

REMI980630 MERCHANT SERVICES

\$933.32

REMI961656 MERCHANT SERVICES

\$1,284.56

REMI961648 MERCHANT SERVICES

\$1,088.30

\$5,257.57 Subtotal for Dept. Casper Events Center

REMI980579 MERCHANT SERVICES

\$1,510.11

\$1,510.11 Subtotal for Dept. Golf Course

REMI980575 MERCHANT SERVICES

\$1,575.51

\$1,575.51 Subtotal for Dept. Water

\$8,343.19 Subtotal for Vendor

FIRST INTERSTATE BANK

RIN0024149 JULY 2014 LOCKBOX FEES

\$2,517.93

RIN0024148 SERVICE CHARGES

\$1,271.93

RIN0024150 SERVICE CHARGES

\$2,772.15

\$6,562.01 Subtotal for Dept. Finance

\$6,562.01 Subtotal for Vendor

FIRST INTERSTATE BANK - CREDIT CARD DIVISION

RIN0024111 TRAVEL & TRAINING

\$457.49

\$457.49 Subtotal for Dept. City Attorney

\$457.49 Subtotal for Vendor

FIRST INTERSTATE BANK - PETTY CASH

RIN0024113 PETTY CASH

\$43.18

\$43.18 Subtotal for Dept. Recreation

\$43.18 Subtotal for Vendor

FRAN O'DONNELL

RIN0024165 DEPOSIT REFUND

\$500.00

\$500.00 Subtotal for Dept. Recreation

\$500.00 Subtotal for Vendor

GARY MARSH, INC.

RIN0024153 INCENTIVE BONUS

\$1,500.00

\$1,500.00 Subtotal for Dept. Golf Course

353 GREEN & CART FEES JULY 2014

\$25,585.43

\$25,585.43 Subtotal for Dept. Golf Course

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

\$27,085.43 Subtotal for Vendor

GOLDER ASSOCIATES

388105 ASSESSMENT OF CORRECTIVE MEASU
388687 BIOSOLIDS COMPOSTING/UNLINE C&

\$5,526.50
\$766.50

\$6,293.00 Subtotal for Dept. Balefill
\$6,293.00 Subtotal for Vendor

GOOD 2 GO STORES

NP41912440 FUEL

\$746.22

\$746.22 Subtotal for Dept. Fire
\$746.22 Subtotal for Vendor

GSG ARCHITECTURE

17636 FIRE STATION #2

\$5,295.00

\$5,295.00 Subtotal for Dept. Fire
\$5,295.00 Subtotal for Vendor

HEWLETT PACKARD

54621380 HP LASERJET PRO 400 PRINTER

\$286.54

\$286.54 Subtotal for Dept. Casper Events Center

54620173 MONITOR

\$205.00

\$205.00 Subtotal for Dept. Code Enforcement

54639044 TOWER-FIRE ADMIN WORKSTN

\$818.54

54642109 DISPLAY PORT TO VGA

\$29.00

\$847.54 Subtotal for Dept. Fire

54611842 COMPUTER

\$813.54

\$813.54 Subtotal for Dept. Parks

\$2,152.62 Subtotal for Vendor

HIGH PLAINS CONSTRUCTION, INC.

PA2 12.55 ASPHALT/HOT MIX

\$17,875.20

\$17,875.20 Subtotal for Dept. Streets

\$17,875.20 Subtotal for Vendor

HITEK COMMUNICATIONS

768 REMOVE OLD WIRING

\$450.00

\$450.00 Subtotal for Dept. Police

\$450.00 Subtotal for Vendor

HOMAX OIL SALES, INC.

CL56686 FUEL

\$6,596.88

\$6,596.88 Subtotal for Dept. Water

\$6,596.88 Subtotal for Vendor

ICE BUILDERS

RIN0024139 RETAIN PAY CEC REFRIG FLOOR

(\$58,839.74)

(\$58,839.74) Subtotal for Dept. Capital Projects

RIN0024139 EVENTS CENTER REFRIGERATED FLO

\$568,798.88

\$568,798.88 Subtotal for Dept. Casper Events Center

\$509,959.14 Subtotal for Vendor

INSTALLATION & SVC CO

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

RIN0024138 RETAIN TO BNK CPU ASPHALT

\$1,515.08

\$1,515.08 Subtotal for Dept. Water

\$1,515.08 Subtotal for Vendor

INSTALLATION & SVC. CO.

24987 VAC TRUCK - GREASE TRAP

\$623.00

\$623.00 Subtotal for Dept. Casper Events Center

RIN0024137 RETAIN PAY CPU ASPHALT

(\$1,515.08)

RIN0024131 RETAIN PAY BALCKMORE ROAD

(\$7,413.49)

RIN0024137 CPU ASPHALT REPAIR PROJECT

\$15,150.85

RIN0024131 BLACKMORE ROAD IMPROVEMENTS -

\$74,134.90

\$80,357.18 Subtotal for Dept. Water

\$80,980.18 Subtotal for Vendor

INTERNATIONAL COLISEUMS COMPANY

RIN0024133 CEC REFRIGERATED FLOOR PROJECT

\$57,767.44

\$57,767.44 Subtotal for Dept. Casper Events Center

\$57,767.44 Subtotal for Vendor

JKC ENGINEERING

RIN0024159 CASPER YOUTH BASEBALL FIELD OF

\$2,314.00

\$2,314.00 Subtotal for Dept. Parks

\$2,314.00 Subtotal for Vendor

JOHNSON, ORVAL

0022600931 DEPOSIT/CREDIT REFUND

\$20.10

\$20.10 Subtotal for Dept. Water

\$20.10 Subtotal for Vendor

JOLENE MARTINEZ

RIN0024181 MILEAGE

\$27.12

RIN0024182 MILEAGE

\$93.23

\$120.35 Subtotal for Dept. Refuse Collection

\$120.35 Subtotal for Vendor

JOSEPH HUGGENBERGER

RIN0024108 CLOTHING ALLOWANCE

\$100.00

\$100.00 Subtotal for Dept. Traffic

\$100.00 Subtotal for Vendor

JOSHUA BAKE

RIN0024179 REIMBURSE UCC AMENDMENT

\$15.00

\$15.00 Subtotal for Dept. Planning

\$15.00 Subtotal for Vendor

JTL GROUP DBA KNIFE RIVER

103459 "K" & JANE

\$930.00

104020 WELLS PARK/"K"

\$470.00

\$1,400.00 Subtotal for Dept. Parks

103564 CONCRETE - MIDWEST & WOLCOTT

\$452.13

104085 W BASE - 39TH & OAKCREST

\$166.03

103556 W BASE KR CASPER GRAVEL 1

\$176.02

104215 W BASE - 39TH & OAKCREST

\$170.26

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

KUBWATER RESOURCES, INC
04165 ZETAG 7593 DRY POLYMER

\$964.44 Subtotal for Dept. Streets
\$2,364.44 Subtotal for Vendor

\$4,839.02
\$4,839.02 Subtotal for Dept. Waste Water
\$4,839.02 Subtotal for Vendor

LINA
RIN0024156 BASIC LIFE/RETIREEES/DEPENDENT

\$298.40
\$298.40 Subtotal for Dept. Health Insurance
\$298.40 Subtotal for Vendor

LINDA WITKO
RIN0024180 TRAVEL EXPENSES

\$215.72
\$215.72 Subtotal for Dept. City Manager
\$215.72 Subtotal for Vendor

MARGE THORVALDSON
RIN0024176 REFUND PARK RENT

\$75.00
\$75.00 Subtotal for Dept. General Fund Revenue
\$75.00 Subtotal for Vendor

MASON, BRIANNA
0022652436 DEPOSIT/CREDIT REFUND

\$51.83
\$51.83 Subtotal for Dept. Water
\$51.83 Subtotal for Vendor

MATHIAS, JAMES
0022652432 DEPOSIT/CREDIT REFUND

\$57.69
\$57.69 Subtotal for Dept. Water
\$57.69 Subtotal for Vendor

MCMURRY READY MIX CO.
217430 WELLS PARK IMPROVEMENT

\$718.25
\$718.25 Subtotal for Dept. Parks
\$386.75
\$221.00
\$331.50
\$552.50
\$1,491.75 Subtotal for Dept. Streets
\$2,210.00 Subtotal for Vendor

217431 DIVINE & OAKCREST
217433 MIDWEST & WOLCOTT
217432 DIVINE & OAKCREST
217588 ULTRA FIBER

MERCER HOUSE, INC.
130802-2701 IN KIND PARK FEE REFUND

\$12.50
\$12.50 Subtotal for Dept. Parks
\$12.50 Subtotal for Vendor

MESTAS, KATHY
0022600936 DEPOSIT/CREDIT REFUND

\$58.67
\$58.67 Subtotal for Dept. Water
\$58.67 Subtotal for Vendor

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

MICRONICHE, INC.

B14-10172 LCMS/WCCS ANNUAL RENEW FEE

\$1,400.00
\$1,400.00 Subtotal for Dept. Property & Liability Insurance
\$1,400.00 Subtotal for Vendor

MICROSOFT CORPORATION

E08000DZGH MICROSOFT 365 JULY 2014	\$17.42	
	\$17.42 Subtotal for Dept.	Aquatics
E08000DZGH MICROSOFT 365 JULY 2014	\$153.28	
	\$153.28 Subtotal for Dept.	Balefill
E08000DZGH MICROSOFT 365 JULY 2014	\$38.32	
	\$38.32 Subtotal for Dept.	Buildings And Grounds
E08000DZGH MICROSOFT 365 JULY 2014	\$73.15	
	\$73.15 Subtotal for Dept.	Casper Events Center
E08000DZGH MICROSOFT 365 JULY 2014	\$13.93	
	\$13.93 Subtotal for Dept.	Cemetery
E08000DZGH MICROSOFT 365 JULY 2014	\$24.39	
	\$24.39 Subtotal for Dept.	City Attorney
E08000DZGH MICROSOFT 365 JULY 2014	\$20.90	
	\$20.90 Subtotal for Dept.	City Manager
E08000DZGH MICROSOFT 365 JULY 2014	\$45.29	
	\$45.29 Subtotal for Dept.	Code Enforcement
E08000DZGH MICROSOFT 365 JULY 2014	\$17.42	
	\$17.42 Subtotal for Dept.	Communications Center
E08000DZGH MICROSOFT 365 JULY 2014	\$31.35	
	\$31.35 Subtotal for Dept.	Council
E08000DZGH MICROSOFT 365 JULY 2014	\$38.32	
	\$38.32 Subtotal for Dept.	Engineering
E08000DZGH MICROSOFT 365 JULY 2014	\$101.01	
	\$101.01 Subtotal for Dept.	Finance
E08000DZGH MICROSOFT 365 JULY 2014	\$278.68	
	\$278.68 Subtotal for Dept.	Fire
E08000DZGH MICROSOFT 365 JULY 2014	\$20.90	
	\$20.90 Subtotal for Dept.	Fort Caspar
E08000DZGH MICROSOFT 365 JULY 2014	\$41.80	
	\$41.80 Subtotal for Dept.	Garage
E08000DZGH MICROSOFT 365 JULY 2014	\$13.93	
	\$13.93 Subtotal for Dept.	Golf Course
E08000DZGH MICROSOFT 365 JULY 2014	\$17.42	
	\$17.42 Subtotal for Dept.	Hogadon
E08000DZGH MICROSOFT 365 JULY 2014	\$27.87	
	\$27.87 Subtotal for Dept.	Human Resources
E08000DZGH MICROSOFT 365 JULY 2014	\$13.93	
	\$13.93 Subtotal for Dept.	Ice Arena
E08000DZGH MICROSOFT 365 JULY 2014	\$59.22	
	\$59.22 Subtotal for Dept.	Information Services
E08000DZGH MICROSOFT 365 JULY 2014	\$31.35	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

E08000DZGH MICROSOFT 365 JULY 2014

\$31.35 Subtotal for Dept. Metro Animal
 \$34.84
\$34.84 Subtotal for Dept. Municipal Court
 \$55.74
\$55.74 Subtotal for Dept. Parks
 \$27.87
\$27.87 Subtotal for Dept. Planning
 \$438.93
\$438.93 Subtotal for Dept. Police
 \$38.32
\$38.32 Subtotal for Dept. Recreation
 \$31.35
\$31.35 Subtotal for Dept. Streets
 \$17.42
\$17.42 Subtotal for Dept. Traffic
 \$76.64
\$76.64 Subtotal for Dept. Waste Water
 \$69.67
 \$6.97
\$76.64 Subtotal for Dept. Water
 \$27.87
\$27.87 Subtotal for Dept. Water Treatment Plant
\$1,905.50 Subtotal for Vendor

MORRISON-MAIERLE, INC

147401 WEST BELT LOOP LAND USE,
 147401 WEST BELT LOOP LAND USE,

\$27,413.18
 \$2,880.99
\$30,294.17 Subtotal for Dept. Metropolitan Planning
\$30,294.17 Subtotal for Vendor

MUNICIPAL CODE CORP.

00244347 CITY CODE SUPPLEMENT NO. 53

00244347 CIT CODE SUPPLEMENT NO. 53

00244347 CITY CODE SUPPLEMENT NO. 53

00244347 CITY CODE SUPPLEMENT NO. 53

00244347 CITY CODE SUPPLEMENT NO. 53

\$22.57
\$22.57 Subtotal for Dept. Casper Events Center
 \$158.37
\$158.37 Subtotal for Dept. City Attorney
 \$90.28
\$90.28 Subtotal for Dept. City Manager
 \$90.28
\$90.28 Subtotal for Dept. Code Enforcement
 \$22.57
\$22.57 Subtotal for Dept. Communications Center
 \$90.28
\$90.28 Subtotal for Dept. Council
 \$67.71
\$67.71 Subtotal for Dept. Engineering
 \$45.14
\$45.14 Subtotal for Dept. Municipal Court
 \$22.57

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00244347 CITY CODE SUPPLEMENT NO. 53

\$22.57 Subtotal for Dept. Parks

\$67.71

00244347 CITY CODE SUPPLEMENT NO. 53

\$67.71 Subtotal for Dept. Planning

\$112.85

00244347 CITY CODE SUPPLEMENT NO. 53

\$112.85 Subtotal for Dept. Police

\$22.57

00244347 CITY CODE SUPPLEMENT NO. 53

\$22.57 Subtotal for Dept. Refuse Collection

\$22.57

\$22.57 Subtotal for Dept. Water

\$835.47 Subtotal for Vendor

NATIONAL BENEFIT SERVICES

465426 FSA PLAN ADMIN FEES JULY 2014

\$415.95

\$415.95 Subtotal for Dept. Health Insurance

\$415.95 Subtotal for Vendor

NATL. DEVELOPMENT COUNCIL

4914 TECHNICAL ASSISTANCE

\$833.33

\$833.33 Subtotal for Dept. Council

\$833.33 Subtotal for Vendor

NATRONA COUNTY - SHERIFFS' OFFICE

951 ADULT PRISONER CARE JUNE 14

\$131,580.24

950 ADULT PRISONER CARE MAY 14

\$114,906.16

\$246,486.40 Subtotal for Dept. Police

\$246,486.40 Subtotal for Vendor

NATRONA COUNTY CLERK

976705 RECORDING

\$60.00

\$60.00 Subtotal for Dept. Planning

976705 RECORDING

\$105.00

\$105.00 Subtotal for Dept. Water

\$165.00 Subtotal for Vendor

NEVE'S UNIFORMS, INC.

NE32890 UNIFORMS

\$153.95

NE32714 UNIFORMS

\$429.60

NE32715 UNIFORMS

\$91.90

NE32888 UNIFORMS

\$110.90

LN-299459 UNIFORMS

\$350.00

NE32713B UNIFORMS

\$531.50

NE32891 UNIFORMS

\$169.95

NE32885 UNIFORMS

\$64.90

NE32886 UNIFORMS

\$64.90

NE32697 UNIFORMS

\$251.85

NE32889 UNIFORMS

\$169.95

NE32823 UNIFORMS

\$19.90

NE32862 UNIFORMS

\$27.95

NE32850 UNIFORMS

\$109.90

NE32824 UNIFORMS

\$19.90

NE32855 UNIFORMS

\$221.80

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

NE32851 UNIFORMS	\$54.95
NE32852 UNIFORMS	\$137.85
NE32856 UNIFORMS	\$54.95
NE32887 UNIFORMS	\$64.90

\$3,101.50 Subtotal for Dept. Police
\$3,101.50 Subtotal for Vendor

OLSON AUTOBODY & COLLISION CENTER

2985 UNIT #101238 '13 FORD/REPAIRS

\$619.10

\$619.10 Subtotal for Dept. Property & Liability Insurance
\$619.10 Subtotal for Vendor

PACIOLAN, INC.

0000065560 JUNE 2014 E-VENUE

\$3,584.70

0000065826 RETARGETING JUNE 2014 CNFR

\$462.90

\$4,047.60 Subtotal for Dept. Casper Events Center
\$4,047.60 Subtotal for Vendor

P-CARD VENDORS

00015577 BIG LOTS STORES - #444 - Purch	\$12.00
00015835 AMPAC HOLDINGS INC - Purchase	\$14.69
00015787 RICOH USA INC - Purchase	\$29.13
00016136 SAMS INTERNET - Credit	(\$1.39)
00015502 ATLAS OFFICE PRODUCTS - Purcha	\$6.15
00015576 NORCO INC - Purchase	\$105.72
00015551 HAWKINS INC - Purchase	\$2,301.82
00016020 MG GREAT FALLS - Purchase	\$1,920.53
00015963 SAMS INTERNET - Purchase	\$102.41
00015840 SAMSClub #6425 - Purchase	\$315.38
00015787 RICOH USA INC - Purchase	\$12.96
00015840 SAMSClub #6425 - Purchase	\$63.64

\$4,883.04 Subtotal for Dept. Aquatics

00015581 BAILEYS ACE HARDWARE - Purchas	\$27.98
00015632 FEDEX 91403815 - Purchase	\$24.58
00015220 WW GRAINGER - Purchase	\$755.64
00015486 WYOMING MACHINERY CO - Purchas	\$221.40
00015863 MOUNTAIN STATES LITHOG - Purch	\$875.00
00015884 ENERGY LABORATORIES - Purchase	\$4,438.00
00015484 MMS - Purchase	\$87.54
00015520 AMERI-TECH EQUIPMENT C - Purch	\$472.67
00015550 SWANA - Purchase	\$200.00
00015122 BEARING BELTCHAIN00244 - Purch	\$77.59
00015468 HILLCREST SPRING WATER - Purch	\$16.50
00015563 QUALITY OFFICE SOLUTIO - Purch	\$122.35
00015170 WW GRAINGER - Purchase	\$379.95
00015808 CPU VENTURE TECH NETWO - Purch	\$273.99
00015137 BAILEYS ACE HARDWARE - Purchas	\$38.44
00015538 BAILEYS ACE HARDWARE - Purchas	\$46.56
00015561 WM SUPERCENTER #1617 - Purchas	\$10.86
00014475 PIZZA RANCH CASPER - Purchase	\$52.13
00015267 VOLVO OF MILLS - Purchase	\$231.12

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015574	VOLVO OF MILLS - Purchase	\$316.39	
00014762	WW GRAINGER - Purchase	\$55.20	
00015507	OVERHEAD DOOR COMPANY - Purcha	\$225.00	
00015527	SAMS CLUB #6425 - Purchase	\$65.97	
		\$9,014.86	Subtotal for Dept. Balefill
00014958	NORCO INC - Purchase	\$504.36	
00014924	MENARDS CASPER - Purchase	\$419.64	
00015926	COMMERCIAL REFRIGERATI - Purch	\$60.00	
00015927	WEAR PARTS INC - Purchase	\$46.65	
00014981	SAMSClub #6425 - Purchase	\$31.40	
00015354	CASPER CONTRACTOR SUPP - Purch	\$28.05	
00014936	SUTHERLANDS 2219 - Purchase	\$5.74	
00015401	CASPER WINNELSON CO - Purchase	\$6.13	
00016084	DENNIS SUPPLY COMPAN - Purchas	\$23.76	
00015928	BLOEDORN LUMBER CASPER - Purch	\$413.69	
00015026	FERGUSON ENT #3069 - Purchase	\$192.97	
00015010	FERGUSON ENT #3069 - Purchase	\$9.75	
00015013	SHERWIN WILLIAMS #3439 - Purch	\$9.85	
00015018	BLOEDORN LUMBER CASPER - Purch	\$57.50	
00014984	DENNIS SUPPLY COMPAN - Purchas	\$39.00	
00015925	CASPER WINNELSON CO - Purchase	\$52.09	
00015230	OVERHEAD DOOR COMPANY - Purcha	\$62.00	
00015407	CASPER WINNELSON CO - Purchase	\$14.94	
00014443	BAILEYS ACE HARDWARE - Purchas	\$22.42	
00014608	CASPER WINNELSON CO - Purchase	\$12.30	
00014607	CASPER WINNELSON CO - Purchase	\$32.50	
00015844	BLOEDORN LUMBER CASPER - Purch	\$20.30	
00014603	SUTHERLANDS 2219 - Purchase	\$1.09	
00014510	DIAMOND VOGEL PAINT #7 - Purch	\$19.98	
00014541	BAILEYS ACE HARDWARE - Purchas	\$1.32	
00015888	WOODWORKERS SUPPLY, IN - Purch	\$19.16	
00015973	BLOEDORN LUMBER CASPER - Purch	\$4.98	
00014567	SHERWIN WILLIAMS #3439 - Purch	\$263.68	
00016094	WW GRAINGER - Purchase	\$38.59	
00014528	DENNIS SUPPLY COMPAN - Purchas	\$66.78	
00014617	CASPER WINNELSON CO - Purchase	\$11.40	
00016017	DENNIS SUPPLY COMPAN - Purchas	\$11.51	
00016030	HD SUPPLY UTILITIES, L - Purch	\$102.23	
00016033	DENNIS SUPPLY COMPAN - Purchas	\$100.53	
00016061	SHERWIN WILLIAMS #3439 - Purch	\$27.79	
00015698	CASPER WINNELSON CO - Purchase	\$413.34	
00014372	BLOEDORN LUMBER CASPER - Purch	\$71.68	
00014612	CASPER WINNELSON CO - Purchase	\$103.26	
00014387	BLOEDORN LUMBER CASPER - Purch	\$14.38	
00015725	BAILEYS ACE HARDWARE - Purchas	\$26.47	
00014500	PRAIRIE PELLA WYOMING - Purcha	\$92.80	
00015877	COMMERCIAL REFRIGERATI - Purch	\$130.89	
00015279	WW GRAINGER - Purchase	\$21.40	
00015569	HD SUPPLY UTILITIES, L - Purch	\$12.62	
00015613	CRUM ELECTRIC SUPPLY C - Purch	\$46.50	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015074	WW GRAINGER - Purchase	\$80.52	
00015611	SQ ATLANTIC ELECTRIC, - Purch	\$140.00	
00014489	NORCO INC - Purchase	\$155.31	
00016074	CRUM ELECTRIC SUPPLY C - Purch	\$46.50	
00014472	CASPER WINNELSON CO - Purchase	\$22.65	
00015090	DIAMOND VOGEL PAINT #7 - Purch	\$153.43	
00016088	HERCULES INDUSTRIES CA - Purch	\$47.68	
00016124	SHEET METAL SPECIALTIE - Purch	\$119.25	
00016066	SAMS CLUB #6425 - Purchase	\$58.54	
00015072	CASPER WINNELSON CO - Purchase	\$72.25	
00014398	WW GRAINGER - Purchase	\$204.00	
00015306	BEST SPAS OF WYOMING - Purchas	\$25.00	
00015687	WW GRAINGER - Purchase	\$43.68	
00015225	NORCO INC - Purchase	\$33.46	
00015355	HOSE & RUBBER SUPPLY - Purchas	\$48.80	
00015056	CASPER WINNELSON CO - Purchase	\$25.36	
00015810	PEDENS INC. - Purchase	\$95.00	
00016122	CRUM ELECTRIC SUPPLY C - Purch	\$6.65	
00014490	DIAMOND VOGEL PAINT #7 - Purch	\$14.10	
00014425	CRUM ELECTRIC SUPPLY C - Purch	\$52.38	
00014989	BLOEDORN LUMBER CASPER - Purch	\$2.20	
00015639	CRESCENT ELECTRIC 103 - Purcha	\$115.00	
00015859	CASPER WINNELSON CO - Purchase	\$11.20	
		\$5,240.38	Subtotal for Dept. Buildings And Grounds
00015571	SP DENVER 1417 - Purchase	\$578.00	
00015627	BUSH-WELLS SPORTING GO - Purch	\$379.98	
00014496	COMTRONIX - Purchase	\$208.00	
		\$1,165.98	Subtotal for Dept. Capital Projects
00014428	WALMART.COM - Purchase	\$49.55	
00014487	WW GRAINGER - Purchase	\$34.05	
00014578	KMART 4736 - Purchase	\$262.16	
00015878	ALSCO SLCAS - Purchase	\$1,008.20	
00015993	TARGET 00001644 - Purch	\$24.38	
00014478	WW GRAINGER - Purchase	\$90.37	
00015485	FEDEX 91379733 - Purchase	\$46.26	
00014434	ALSCO SLCAS - Purchase	\$528.02	
00015690	FACEBK P3JWG62WR2 - Purchase	\$286.02	
00014458	POPLAR WINE & SPIR - Purchase	\$75.00	
00014488	PARKWAY PLAZA - Purchase	\$7,598.11	
00014559	FEDEXOFFICE 00009423 - Purch	\$67.33	
00015690	FACEBK P3JWG62WR2 - Purchase	\$71.31	
00015412	AMBI MAIL AND MARKETIN - Purch	\$69.30	
00015817	ATLAS OFFICE PRODUCTS - Purcha	\$50.09	
00015852	WW GRAINGER - Purchase	\$59.95	
00014531	BURBACK'S REFRIGERATIO - Purch	\$282.50	
00015499	TARGET 00001644 - Purch	\$24.38	
00014503	WAL-MART #1617 - Purchase	\$43.33	
00015245	AMAZON MKTPLACE PMTS - Purchas	\$20.98	
00015623	ALBERTSONS - Purchase	\$41.90	
00014481	SAMS CLUB #6425 - Purchase	\$66.04	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

	\$10,799.23	Subtotal for Dept.	Casper Events Center
00014598 STOTZ EQUIPMENT - Purchase	\$130.96		
00015750 BAILEYS ACE HARDWARE - Purchas	\$31.96		
00014550 STOTZ EQUIPMENT - Purchase	\$167.90		
00015719 SUTHERLANDS 2219 - Purchase	\$199.90		
00015724 SUTHERLANDS 2219 - Purchase	\$30.00		
00014532 SEARS ROEBUCK 2341 - Purchas	\$129.99		
00014544 SEARS ROEBUCK 2341 - Credit	(\$129.99)		
00014538 STOTZ EQUIPMENT - Purchase	\$321.56		
00015709 ATLAS OFFICE PRODUCTS - Purcha	\$39.26		
	\$921.54	Subtotal for Dept.	Cemetery
00015956 TOP OFFICE PRODUCTS - Purchase	\$147.83		
00015631 NATL ASSOC OF LEGAL AS - Purch	\$140.00		
00015245 AMAZON MKTPLACE PMTS - Purchas	\$20.98		
00014565 TOP OFFICE PRODUCTS - Purchase	\$134.25		
	\$443.06	Subtotal for Dept.	City Attorney
00014421 IN ALLURETECH/COFFEYN - Purch	\$42.00		
00015651 SUTHERLANDS 2219 - Purchase	\$15.48		
00016042 IN ALLURETECH/COFFEYN - Purch	\$84.00		
00015614 SUTHERLANDS 2219 - Purchase	\$65.47		
	\$206.95	Subtotal for Dept.	City Hall
00015587 ATLAS OFFICE PRODUCTS - Purcha	\$12.19		
00015245 AMAZON MKTPLACE PMTS - Purchas	\$20.98		
00014495 CASPER STAR TRIBUNE - Purchase	\$254.80		
00015245 AMAZON MKTPLACE PMTS - Purchas	\$20.98		
00015166 ICMA INTERNET - Purchase	\$1,149.36		
00014477 IN ROTARY CLUB OF CAS - Purch	\$197.00		
00015896 OFFICE MAX - Purchase	\$15.49		
00015245 AMAZON MKTPLACE PMTS - Purchas	\$20.98		
00016051 UGLY BUG FLY SHOP - Purchase	\$97.50		
00015972 PREZI INC - Purchase	\$59.00		
	\$1,848.28	Subtotal for Dept.	City Manager
00016008 IN EXPRESS PRINTING C - Purch	\$512.96		
00015525 ATLAS OFFICE PRODUCTS - Purcha	\$243.27		
00014451 USPS 57155809430310940 - Purch	\$343.00		
00015711 USPS 57155809430310940 - Purch	\$304.00		
	\$1,403.23	Subtotal for Dept.	Code Enforcement
00014564 GUS GLOBALSTAR USA - Purchase	\$227.16		
00015541 HILLTOP NATL BANK - Purchase	\$123.60		
00015718 PERSONNEL EVALUATI - Purchase	\$180.00		
00014522 CHARTER COMM - Purchase	\$109.35		
00015667 IN POWDER RIVER SHRED - Purch	\$35.00		
00014491 PUBLIC SAFTY RECRUIT.C - Purch	\$155.00		
00014520 PERSONNEL EVALUATI - Purchase	\$40.00		
00014584 AT&T 0512212711001 - Purcha	\$46.67		
00014582 DTV DIRECTV SERVICE - Purchase	\$114.78		
00016032 ATLAS OFFICE PRODUCTS - Purcha	\$139.01		
00014575 AT&T 0512212799001 - Purcha	\$69.42		
00014596 FEDEX 91277261 - Purchase	\$36.85		

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00014524	VZWRSS IVR VB - Purchase	\$244.16	
00014497	ATLAS OFFICE PRODUCTS - Purcha	\$72.02	
		\$1,593.02	Subtotal for Dept. Communications Center
00016106	CASPER STAR TRIBUNE - Purchase	\$1,442.00	
00015535	ATLAS OFFICE PRODUCTS - Purcha	\$32.01	
00014847	SAMSCLUB #6425 - Credit	(\$59.63)	
00015512	CPU VENTURE TECH NETWO - Purch	\$749.75	
00014534	MOUNTAIN STATES LITHOG - Purch	\$49.65	
00014816	SAMSCLUB #6425 - Purchase	\$59.63	
		\$2,273.41	Subtotal for Dept. Council
00015370	XEROX CORPORATION/RBO - Purcha	\$115.31	
00016045	ATLAS OFFICE PRODUCTS - Purcha	\$126.59	
00015641	HOBBY-LOBBY #0233 - Purchase	\$6.42	
00016005	WM SUPERCENTER #3778 - Purchas	\$18.40	
00015691	OFFICE PLAYGROUND, INC - Purch	\$127.24	
00015442	ENVIROCERT INTERNATIONAL - Purch	\$75.00	
00015245	AMAZON MKTPLACE PMTS - Purchas	\$20.98	
		\$489.94	Subtotal for Dept. Engineering
00015549	USPS 57155809430310940 - Purch	\$19.99	
00015699	SUTHERLANDS 2219 - Purchase	\$24.95	
00015653	CASPER WINAIR SUPPLY C - Purch	\$17.25	
00015919	ELI RESEARCH NC 800 2 - Purch	\$179.00	
00015333	VZWRSS IVR VB - Purchase	\$240.06	
00015305	SUTHERLANDS 2219 - Purchase	\$10.85	
00015399	SUTHERLANDS 2219 - Purchase	\$8.37	
00014908	WYOMING SOCIETY OF CPA - Credi	(\$500.00)	
00015008	SKYLINE MOTOR INN - Credit	(\$137.16)	
00015245	AMAZON MKTPLACE PMTS - Purchas	\$20.98	
00015974	PEDENS INC. - Purchase	\$335.00	
00015638	SAMSCLUB #6425 - Purchase	\$30.46	
00015606	SHEET METAL SPECIALTIE - Purch	\$42.82	
00015368	RADIOSHACK COR00186973 - Credi	(\$59.97)	
00015751	HERCULES INDUSTRIES CA - Purch	\$106.87	
00015728	HERCULES INDUSTRIES - Credit	(\$20.22)	
00015491	CPU VENTURE TECH NETWO - Purch	\$49.95	
00015833	ATLAS OFFICE PRODUCTS - Purcha	\$229.02	
00015736	CASPER STAR TRIBUNE - Purchase	\$137.20	
00015729	MOUNTAIN STATES PIPE & - Purch	\$423.00	
00015833	ATLAS OFFICE PRODUCTS - Purcha	\$286.65	
00015654	BLOEDORN LUMBER CASPER - Purch	\$6.74	
00015749	BAILEYS ACE HARDWARE - Purchas	\$5.99	
00015510	B & B RUBBER STAMP SHO - Purch	\$22.50	
00014493	BARNES&NOBLE COM - Purchase	\$22.66	
00015824	CPU VENTURE TECH NETWO - Credi	(\$49.95)	
00014581	SKYLINE MOTOR INN - Purchase	\$137.16	
00014580	WYOMING SOCIET00 OF 00 - Purch	\$500.00	
00015376	RADIOSHACK COR00186973 - Purch	\$59.97	
		\$2,150.14	Subtotal for Dept. Finance
00015321	ALBERTSONS #2060 - Purchase	\$25.00	
00015640	SUBWAY 00255430 - Purch	\$8.14	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015441 TACO JOHN'S #3802 - Purchase	\$11.19	
00015708 K'S MINI STORE - Purchase	\$84.58	
00015292 FIRECOM - Purchase	\$1,673.01	
00014466 OFFICE MAX - Purchase	\$7.13	
00014440 WAL-MART #3778 - Purchase	\$36.59	
00015303 NORTHWEST RIVER SUPPLI - Purch	\$454.95	
00015584 BUREAU OF LAND MGMT - Purchase	\$100.05	
00015775 PUBLIC AGENCY TRAINING - Purch	\$295.00	
00015673 MCDONALD'S F36055 - Purchase	\$4.52	
00015246 CO CHPT INTL ASSOC OF - Purcha	\$295.00	
00015568 SUTHERLANDS 2219 - Purchase	\$163.10	
00015464 PEDENS INC. - Purchase	\$487.50	
00015503 BURGER KING #2629 Q07 - Purch	\$6.14	
00015696 NORCO INC - Purchase	\$89.30	
00015547 COWBOY AUTO SPA - Purchase	\$10.00	
00015674 HARBOR FREIGHT TOOLS 3 - Purch	\$5.76	
00015455 FAR OUT AWARDS.COM - Purchase	\$55.00	
00015732 NORCO INC - Purchase	\$77.63	
00015245 AMAZON MKTPLACE PMTS - Purchas	\$20.98	
00015681 CRUM ELECTRIC SUPPLY C - Purch	\$56.05	
00015559 LOAF N JUG #0106 Q81 - Purch	\$59.84	
00015592 HDS FIRE ENGINEERING - Purchas	\$29.00	
00015726 PROSTOP CONVENIENCE ST - Purch	\$61.58	
00015716 BURGER KING #10339 Q07 - Purch	\$7.64	
00015662 TACO BELL 18791 - Purchase	\$13.22	
00015723 HILTON GARDEN INN - Purchase	\$358.44	
00015618 WAL-MART #3778 - Purchase	\$117.27	
00015625 BARGREEN WYOMING 25 - Purchase	\$169.30	
00015624 UNIVERSAL MEDICAL - Purchase	\$241.44	
00014527 HERCULES INDUSTRIES CA - Purch	\$1,192.40	
00014928 ADVANCE AUTO PARTS #74 - Purch	\$41.99	
00015692 BAILEYS ACE HARDWARE - Purchas	\$6.81	
00015298 EXXONMOBIL 47736939 - Purch	\$54.91	
00015438 SMITHS FOOD #4185 - Purchase	\$155.28	
00015704 NORCO INC - Purchase	\$226.11	
00015428 EXXONMOBIL 45965241 - Purch	\$86.01	
00015697 SUTHERLANDS 2219 - Purchase	\$189.02	
00014499 ATLAS OFFICE PRODUCTS - Purcha	\$142.56	
00015421 EDUCATIONAL INNOVATION - Purch	\$172.45	
00015416 NOODLES & CO 161 - Purchase	\$32.26	
00015242 INTERNATIONAL ASSOC - Purchase	\$75.00	
00015715 HOBBY-LOBBY #0233 - Purchase	\$63.65	
00015224 WITMER PUBLIC SAFETY G - Purch	\$363.60	
	\$7,826.40	Subtotal for Dept. Fire
00015615 MOUNTAIN STATES LITHOG - Purch	\$98.95	
00014459 SQ WESTERN BYWAYS MAG - Purch	\$185.25	
00015739 BLK MPMA - Purchase	\$354.00	
00014540 GOEDICKE'S CUSTOM FRAM - Purch	\$19.27	
00015836 PAYPAL COLOWYOMUS - Purchase	\$40.00	
00015676 SQ M & J DISTRIBUTING - Purch	\$173.74	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

	\$871.21	Subtotal for Dept.	Fort Caspar
00014574 BEARING BELTCHAIN00244 - Purch	\$15.85		
00014995 COMMUNICATION TECHNOLO - Purch	\$322.00		
00015798 BEARING BELTCHAIN00244 - Purch	\$242.73		
00014955 BEARING BELTCHAIN00244 - Credi	(\$273.09)		
00015379 JACKS TRUCK AND EQUIPMT - Purch	\$10.22		
00014566 CASPER TIRE - Purchase	\$331.00		
00014548 BEARING BELTCHAIN00244 - Purch	\$395.06		
00015375 AMERI-TECH EQUIPMENT C - Purch	\$374.57		
00015557 HOSE & RUBBER SUPPLY - Purchas	\$269.79		
00015374 AMERI-TECH EQUIPMENT C - Purch	\$550.31		
00015324 BEARING BELTCHAIN00244 - Purch	\$1.04		
00015451 CASPER TIRE - Purchase	\$12.00		
00015920 GOODYEAR COMMERCIAL TI - Purch	\$633.88		
00015415 BEARING BELTCHAIN00244 - Purch	\$218.59		
00015445 CASPER TIRE - Purchase	\$14.29		
00015080 STOTZ EQUIPMENT - Purchase	\$17.96		
00015319 GREINER MOTOR COMPANY - Purcha	\$11.87		
00015995 BEARING BELTCHAIN00244 - Purch	\$9.67		
00014464 BEARING BELTCHAIN00244 - Purch	\$5.36		
00015902 BEARING BELTCHAIN00244 - Purch	\$12.32		
00014457 BAILEYS ACE HARDWARE - ADAPTER	\$4.78		
00014486 GREINER MOTOR COMPANY - BL3Z-1	\$88.12		
00015422 BEARING BELTCHAIN00244 - Purch	\$5.99		
00014923 WYOMING MACHINERY CO - Purchas	\$1,922.82		
00015630 GREINER MOTOR COMPANY - Credit	(\$50.00)		
00015556 WHITES MOUNTAIN - Purchase	\$45.38		
00015537 STOTZ EQUIPMENT - Purchase	\$218.16		
00014923 WYOMING MACHINERY CO - Purchas	\$260.41		
00014923 WYOMING MACHINERY CO - Purchas	\$121.61		
00015572 BEARING BELTCHAIN00244 - Credi	(\$111.12)		
00015572 BEARING BELTCHAIN00244 - Credi	(\$218.59)		
00015580 GREINER MOTOR COMPANY - Purcha	\$170.79		
00015608 NUTECH SPECIALTIES INC - Purch	\$890.00		
00015493 WHITES MOUNTAIN - Purchase	\$11.46		
00015616 GREINER MOTOR COMPANY - Credit	(\$258.61)		
00015061 COMPRESSION LEASING SV - Purch	\$508.80		
00015497 ATTACHMENTS - Purchase	\$796.00		
00015908 HENSLEY BATTERY & ELEC - Purch	\$51.84		
00015635 BEARING BELTCHAIN00244 - Purch	\$162.42		
00015113 AUTO DYNAMICS, INC. - Purchase	\$328.76		
00015161 PRECISION KNIFE & TOOL - Purch	\$798.62		
00015626 CASPER TIRE - Purchase	\$14.29		
00015390 STOTZ EQUIPMENT - Credit	(\$628.69)		
00014931 WYOMING MACHINERY CO - Purchas	\$119.10		
00015265 BEARING BELTCHAIN00244 - Purch	\$262.47		
00015472 WYOMING MACHINERY CO - Purchas	\$294.75		
00015494 TRANSWEST GMC - Purchase	\$91.23		
00015668 WHITES MOUNTAIN - Purchase	\$37.70		
00015371 JACKS TRUCK AND EQUIPMT - Purch	\$10.22		

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015839	GOODYEAR COMMERCIAL TI - Purch	\$1,171.84
00015532	BEARING BELTCHAIN00244 - Purch	\$109.92
00015756	TIRE PROFESSIONALS INC - Purch	\$806.36
00015472	WYOMING MACHINERY CO - Purchas	\$1.10
00015997	GREINER MOTOR COMPANY - Purcha	\$90.00
00015472	WYOMING MACHINERY CO - Purchas	\$110.19
00015472	WYOMING MACHINERY CO - Purchas	\$62.01
00015200	DRIVE TRAIN INDUSTRIES - Purch	\$122.76
00014597	BEARING BELTCHAIN00244 - Purch	\$32.16
00015934	BEARING BELTCHAIN00244 - Purch	\$54.28
00015185	HOSE & RUBBER SUPPLY - Purchas	\$78.77
00015612	STOTZ EQUIPMENT - Purchase	\$111.00
00015433	WHITES MOUNTAIN - Purchase	\$60.92
00015769	CASPER TIRE - Purchase	\$65.00
00015219	CASPER AUTO SUPPLY - Purchase	\$10.02
00015906	WEAR PARTS INC - Purchase	\$93.80
00014601	BEARING BELTCHAIN00244 - Purch	\$17.40
00015232	GREINER MOTOR COMPANY - Purcha	\$68.15
00014837	BEARING BELTCHAIN00244 - Purch	\$23.34
00015426	WYOMING MACHINERY CO - Credit	(\$221.40)
00014873	STOTZ EQUIPMENT - Purchase	\$268.26
00015567	WW GRAINGER - Purchase	\$136.09
00014969	CMI-TECO - Purchase	\$91.96
00015671	BEARING BELTCHAIN00244 - Credi	(\$18.00)
00015642	BEARING BELTCHAIN00244 - Purch	\$33.49
00014628	MCCOY SALES CORPORATIO - Purch	\$206.34
00016052	MIDLAND IMPLEMENT CO - Purchas	\$480.51
00016024	WEAR PARTS INC - Purchase	\$61.00
00015431	MAX FIRE - Purchase	\$143.26
00015472	WYOMING MACHINERY CO - Purchas	\$132.32
00015472	WYOMING MACHINERY CO - Purchas	\$25.90
00016028	HENSLEY BATTERY & ELEC - Purch	\$78.65
00016039	STOTZ EQUIPMENT - Purchase	\$230.22
00015472	WYOMING MACHINERY CO - Purchas	\$252.10
00015672	CASPER TIRE - Purchase	\$12.00
00016040	HENSLEY BATTERY & ELEC - Purch	\$78.65
00016049	BEARING BELTCHAIN00244 - Purch	\$17.64
00015917	BEARING BELTCHAIN00244 - Purch	\$11.94
00014461	BEARING BELTCHAIN00244 - Purch	\$9.49
00015675	NUTECH SPECIALTIES INC - Purch	\$326.00
00014452	BEARING BELTCHAIN00244 - Purch	\$547.16
00015804	STOTZ EQUIPMENT - Purchase	\$129.86
00015472	WYOMING MACHINERY CO - Purchas	\$111.90
00014027	WHITES MOUNTAIN - Credit	(\$269.70)
00015467	BEARING BELTCHAIN00244 - Purch	\$148.57
00016056	BEARING BELTCHAIN00244 - Purch	\$388.14
00014465	STOTZ EQUIPMENT - Purchase	\$195.60
00014982	BEARING BELTCHAIN00244 - Purch	\$40.73
00015905	AMERI-TECH EQUIPMENT C - Purch	\$656.25
00014587	BEARING BELTCHAIN00244 - Purch	\$38.28

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015051	WEAR PARTS INC - Purchase	\$22.00
00015173	GOODYEAR COMMERCIAL TI - Purch	\$3,515.52
00015607	HOSE & RUBBER SUPPLY - Purchas	\$24.63
00015211	FREMONT MOTOR CASPER I - Purch	\$31.11
00015457	GREINER MOTOR COMPANY - Purcha	\$378.48
00015610	BEARING BELTCHAIN00244 - Purch	\$224.97
00015660	GREINER MOTOR COMPANY - Purcha	\$1.95
00015746	WW GRAINGER - Purchase	\$127.14
00015656	NUTECH SPECIALTIES INC - Purch	\$111.80
00015898	FREMONT MOTOR CASPER I - Credi	(\$62.22)
00015130	STOTZ EQUIPMENT - Purchase	\$19.06
00015260	DRIVE TRAIN INDUSTRIES - Purch	\$55.42
00014579	BEARING BELTCHAIN00244 - Purch	\$27.92
00015935	HOSE & RUBBER SUPPLY - Purchas	\$84.46
00015020	STOTZ EQUIPMENT - Purchase	\$202.64
00015969	STOTZ EQUIPMENT - Purchase	\$11.31
00015967	CMI-TECO - Credit	(\$13.15)
00015955	WW GRAINGER - Purchase	\$133.24
00015768	BEARING BELTCHAIN00244 - Purch	\$189.97
00015144	BEARING BELTCHAIN00244 - Purch	\$46.15
00015734	GREINER MOTOR COMPANY - Purcha	\$323.88
00015656	NUTECH SPECIALTIES INC - Purch	\$400.00
00015648	WHITES MOUNTAIN - Credit	(\$50.11)
00014931	WYOMING MACHINERY CO - Purchas	\$2,151.47
00015644	GREINER MOTOR COMPANY - Purcha	\$23.00
00015710	BEARING BELTCHAIN00244 - Purch	\$22.79
00015257	CASPER TIRE - Purchase	\$14.29
00015914	STOTZ EQUIPMENT - Purchase	\$86.22
00015907	HOSE & RUBBER SUPPLY - Purchas	\$58.75
00015472	WYOMING MACHINERY CO - Purchas	\$533.26
00015396	BEARING BELTCHAIN00244 - Purch	\$236.88
00014931	WYOMING MACHINERY CO - Purchas	\$69.04
00015921	BEARING BELTCHAIN00244 - Purch	\$74.97
00015922	GOODYEAR COMMERCIAL TI - Purch	\$617.92
00014931	WYOMING MACHINERY CO - Purchas	\$186.00
00014923	WYOMING MACHINERY CO - Purchas	\$221.40
00015335	STOTZ EQUIPMENT - Purchase	\$73.15
00015227	BEARING BELTCHAIN00244 - Purch	\$14.21
00015635	BEARING BELTCHAIN00244 - Purch	\$7.53
00014484	BEARING BELTCHAIN00244 - 3813	\$19.38
00015670	WW GRAINGER - Purchase	\$274.85
00014918	TITAN MACHINERY - CASP - Purch	\$423.38
00015211	FREMONT MOTOR CASPER I - Purch	\$62.22
00015233	BEARING BELTCHAIN00244 - Purch	\$42.63
00015684	BEARING BELTCHAIN00244 - Purch	\$66.00
00015340	STOTZ EQUIPMENT - Purchase	\$898.00
00014397	STOTZ EQUIPMENT - Purchase	\$24.28
00014533	BEARING BELTCHAIN00244 - Purch	\$27.92
00015152	BEARING BELTCHAIN00244 - Purch	\$74.30
00014586	BEARING BELTCHAIN00244 - Purch	\$80.36

Bills and Claims

City of Casper

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00015637 BEARING BELTCHAIN00244 - Purch	\$50.00
00015252 CASPER TIRE - Purchase	\$20.00
00016003 MIS INDUSTRIAL SUPPLY - Purcha	\$69.95
00014568 BEARING BELTCHAIN00244 - Purch	\$59.29
00015106 INLAND TRUCK PARTS #35 - Credi	(\$34.66)
00015263 GREINER MOTOR COMPANY - Purcha	\$68.48
00015110 BEARING BELTCHAIN00244 - Purch	\$46.48
00015189 APPLIED IND TECH 0733 - Purch	\$42.36
00016003 MIS INDUSTRIAL SUPPLY - Purcha	\$129.57
00014576 CAPITAL BUSINESS SYSTE - Purch	\$22.12
00015299 DRIVE TRAIN INDUSTRIES - Purch	\$408.74
00015244 INLAND TRUCK PARTS #35 - Credi	(\$46.96)
00015135 GREINER MOTOR COMPANY - Purcha	\$129.90
00014463 GREINER MOTOR COMPANY - Purcha	\$149.72
00016002 HONNEN EQUIPMENT #04 - Purchas	\$233.94
00015980 GOODYEAR COMMERCIAL TI - Purch	\$155.16
00015879 SAFETY KLEEN SYSTEMS B - Purch	\$731.95
00015404 CASPER TIRE - Purchase	\$14.29
00015802 JACKS TRUCK AND EQUPMT - Purch	\$107.26
00015735 WYOMING MACHINERY CO - Purchas	\$86.37
00015988 JACKS TRUCK AND EQUPMT - Purch	\$55.34
00015016 HOSE & RUBBER SUPPLY - Purchas	\$4.96
00015403 GREINER MOTOR COMPANY - Purcha	\$258.61
00015747 Seat Covers Unlimited - Purcha	\$150.95
00015744 BEARING BELTCHAIN00244 - Purch	\$18.33
00015738 JACKS TRUCK AND EQUPMT - Purch	\$128.87
00014535 INLAND TRUCK PARTS #35 - 66864	\$595.00
00015282 STOTZ EQUIPMENT - Purchase	\$361.73
00015735 WYOMING MACHINERY CO - Purchas	\$434.38
00015854 CASPER TIRE - Purchase	\$160.00
00015128 INLAND TRUCK PARTS #35 - Purch	\$46.96
00015731 BEARING BELTCHAIN00244 - Purch	\$193.38
00015398 CASPER TIRE - Purchase	\$35.00
00015700 HENSLEY BATTERY & ELEC - Purch	\$90.49
00015752 CASPER FIRE EXTINGUISH - Purch	\$32.10
00015196 SIX ROBBLEES NO 19 - Purchase	\$71.26
00016011 ALPINE MOTOR SPORTS - Purchase	\$499.80
00015735 WYOMING MACHINERY CO - Purchas	\$152.03
00015808 CPU VENTURE TECH NETWO - Purch	\$119.00
00015271 CASPER TIRE - Purchase	\$42.50
00015970 EATON SALES & SERVICE - Purcha	\$60.27
00014977 HENSLEY BATTERY & ELEC - Purch	\$453.08
00015893 WHITES MOUNTAIN - Credit	(\$37.70)
00015890 HENSLEY BATTERY & ELEC - Purch	\$319.23
00015891 GREINER MOTOR COMPANY - Purcha	\$12.10
00015713 WHITES MOUNTAIN - Purchase	\$181.46
00015309 APPLIED IND TECH 0733 - Purch	\$32.05
00015226 GREINER MOTOR COMPANY - Purcha	\$425.02
00014993 GREINER MOTOR COMPANY - Purcha	\$44.70
00015287 STOTZ EQUIPMENT - Purchase	\$1,607.95

Bills and Claims

City of Casper

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00014561	FIND IT PARTS - G6131 LAMP	\$20.01
00015880	GREINER MOTOR COMPANY - Purcha	\$25.93
00014619	DRIVE TRAIN INDUSTRIES - 65418	\$113.96
00014557	BEARING BELTCHAIN00244 - 244-9	\$273.09
00015946	HONNEN EQUIPMENT #04 - Purcha	\$591.12
00015634	HOSE & RUBBER SUPPLY - Purcha	\$97.35
00015996	WW GRAINGER - Purchase	\$23.50
00016011	ALPINE MOTOR SPORTS - Purchase	\$455.80
00016011	ALPINE MOTOR SPORTS - Purchase	\$264.65
00015135	GREINER MOTOR COMPANY - Purcha	\$23.40
00014447	TITAN MACHINERY - CASP - Purch	\$220.97
00015822	DRIVE TRAIN INDUSTRIES - Purch	\$237.38
00014931	WYOMING MACHINERY CO - Purcha	\$20.42
00015240	INLAND TRUCK PARTS #35 - Purch	\$46.96
00015899	C AND M AIR COOLED ENG - Purch	\$48.89
00015755	BEARING BELTCHAIN00244 - Purch	\$12.44
00015977	HENSLEY BATTERY & ELEC - Purch	\$77.19
00014850	BEARING BELTCHAIN00244 - Purch	\$10.99
00015296	CASPER WINNELSON CO - Purchase	\$43.44
00014585	NORCO INC - Purchase	\$89.85
00015733	DRIVE TRAIN INDUSTRIES - Purch	\$91.29
00015940	HOSE & RUBBER SUPPLY - Purcha	\$182.95
00015091	GREINER MOTOR COMPANY - Purcha	\$190.71
00015752	CASPER FIRE EXTINGUISH - Purch	\$32.10
00014996	C AND M AIR COOLED ENG - Purch	\$37.71
00014519	WARNE CHEMICAL AND EQU - 4400-	\$289.00
00015406	CASPER TIRE - Purchase	\$42.00
00014973	INT SECOND WIND PERFOR - Purch	\$724.00
00015357	JACKS TRUCK AND EQUPMT - Purch	\$117.40
00015544	STOTZ EQUIPMENT - Purchase	\$30.82
00014646	DEBIT PURCHASE BALANCE - Purch	\$5,125.00
00015539	HOSE & RUBBER SUPPLY - Purcha	\$65.04
00015378	DRIVE TRAIN INDUSTRIES - Purch	\$56.20
00015505	GREINER MOTOR COMPANY - Purcha	\$112.22
00015357	JACKS TRUCK AND EQUPMT - Purch	\$339.24
00015388	BOBCAT OF CASPER - Purchase	\$220.44
00014504	CASPER TIRE - SERVICE CALL/FLA	\$425.00
00014506	GREINER MOTOR COMPANY - 50820	\$124.64
00014511	MACDONALD EQUIPMENT CO - Purch	\$1,563.99
00014573	BEARING BELTCHAIN00244 - AP103	\$21.52
00015389	CASPER TIRE - Purchase	\$30.00
00015475	GREINER MOTOR COMPANY - Purcha	\$115.00
00014932	STOTZ EQUIPMENT - Purchase	\$184.33
00015365	CMI-TECO - Purchase	\$115.00
00014438	CMI-TECO - PIPE,GSKTS	\$132.22
00015164	BEARING BELTCHAIN00244 - Purch	\$14.40
00014479	HENSLEY BATTERY & ELEC - Purch	\$88.52
00015414	AMBI MAIL AND MARKETIN - Purch	\$163.04
00015466	CASPER TIRE - Purchase	\$85.00
00015323	BEARING BELTCHAIN00244 - Purch	\$163.36

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015397 JACKS TRUCK AND EQUIPMT - Purch	\$66.30	
00015593 GREINER MOTOR COMPANY - Purcha	\$9.95	
00014841 BEARING BELTCHAIN00244 - Purch	\$63.16	
00015358 CMI-TECO - Purchase	\$234.04	
00015356 JACKS TRUCK AND EQUIPMT - Purch	\$70.80	
00014529 HONNEN EQUIPMENT #04 - Purchas	\$197.28	
00014482 DRIVE TRAIN INDUSTRIES - Purch	\$123.87	
00015330 HOSE & RUBBER SUPPLY - Purchas	\$457.60	
00014934 GREINER MOTOR COMPANY - Purcha	\$195.28	
00014961 BAILEYS ACE HARDWARE - Purchas	\$94.36	
00014676 DEBIT PURCHASE BALANCE - Purch	\$5,125.00	
00016023 BEARING BELTCHAIN00244 - Purch	\$47.93	
00015932 CASPER TIRE - Purchase	\$28.58	
00015476 DULTMEIER SALES - Purchase	\$29.14	
00015701 BEARING BELTCHAIN00244 - Purch	\$55.73	
00015798 BEARING BELTCHAIN00244 - Purch	\$5.99	
00015689 S&S CASPER- PARTS - Purchase	\$413.78	
00015933 GOODYEAR COMMERCIAL TI - Purch	\$591.88	
00014583 STOTZ EQUIPMENT - Purchase	\$127.97	
00016029 CASPER TIRE - Purchase	\$12.00	
00015848 BEARING BELTCHAIN00244 - Credi	(\$18.33)	
00014593 NORCO INC - Purchase	\$142.97	
00014591 CENTRAL TRUCK & DIESEL - WATER	\$272.33	
00015221 DRIVE TRAIN INDUSTRIES - Purch	\$38.97	
00016022 BEARING BELTCHAIN00244 - Purch	\$58.01	
00015202 GREINER MOTOR COMPANY - Purcha	\$364.04	
00014620 HOSE & RUBBER SUPPLY - ADAPTER	\$3.21	
00015009 DULTMEIER SALES - Purchase	\$139.78	
00015304 AMERI-TECH EQUIPMENT C - Purch	\$325.32	
00015774 WARNE CHEMICAL AND EQU - Purch	\$289.61	
00014846 BEARING BELTCHAIN00244 - Purch	\$3.77	
00015487 GREINER MOTOR COMPANY - Purcha	\$558.07	
00014866 BEARING BELTCHAIN00244 - Purch	\$35.97	
00015489 GREINER MOTOR COMPANY - Purcha	\$9.29	
00015585 GREINER MOTOR COMPANY - Purcha	\$735.62	
00015149 BEARING BELTCHAIN00244 - Purch	\$106.08	
00015783 DRIVE TRAIN INDUSTRIES - Purch	\$80.20	
00015778 STOTZ EQUIPMENT - Purchase	\$213.50	
00015163 BEARING BELTCHAIN00244 - Credi	(\$46.48)	
00015688 CASPER TIRE - Purchase	\$12.00	
00014906 LOAF N JUG #0127 Q81 - Purch	\$5.53	
00014843 MIDLAND IMPLEMENT CO - Purchas	\$150.60	
00014629 S&S CASPER- PARTS - Purchase	\$227.88	
00015158 INLAND TRUCK PARTS #35 - Purch	\$34.66	
00014595 BEARING BELTCHAIN00244 - GAS T	\$14.98	
	\$63,027.24	Subtotal for Dept. Garage
00014407 CPS DISTRIBUTORS INC C - Purch	\$11.62	
00015842 CPS DISTRIBUTORS INC C - Purch	\$1,720.00	
00015801 BARGREEN WYOMING 25 - Purchase	\$191.49	
00015816 BEARING BELTCHAIN00244 - Purch	\$8.36	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015851	RESPOND FIRST AID - Purchase	\$27.28	
00015720	THE HOME DEPOT 6001 - Purchase	\$190.88	
00015665	CASPER CONTRACTOR SUPP - Purch	\$6.72	
00015941	SP DENVER 1417 - Purchase	\$222.50	
00015531	NORCO INC - Purchase	\$22.33	
00015951	home depot sales tax refund	(\$5.19)	
00014462	BARGREEN WYOMING 25 - Purchase	\$57.10	
00015678	IN FREEDOM PUMP CONTR - Purch	\$1,077.82	
00015582	NORCO INC - Purchase	\$73.15	
00015886	BLOEDORN LUMBER CASPER - Purch	\$205.00	
00015523	SEARS ROEBUCK 2341 - Purchas	\$99.99	
00015873	NORTH AMERICAN DIRECTO - Purch	\$200.00	
00015805	THE HOME DEPOT 6001 - Credit	(\$81.81)	
00015865	GROWTH PRODUCTS - Purchase	\$2,230.50	
00015857	IN FREEDOM PUMP CONTR - Purch	\$3,852.96	
		\$10,110.70	Subtotal for Dept. Golf Course
00015536	J J KELLER & ASSOCIATE - Purch	\$256.00	
		\$256.00	Subtotal for Dept. Health Insurance
00015650	0970 CED - Purchase	\$93.88	
00015521	ULINE SHIP SUPPLIES - Purcha	\$469.00	
00015900	BEARING BELTCHAIN00244 - Purch	\$74.13	
00015885	EVENT MANAGEMENT SOLUT - Purch	\$200.00	
00016001	THE HOME DEPOT 6001 - Purchase	\$16.00	
00015515	EVENT MANAGEMENT SOLUT - Purch	\$150.00	
00015873	NORTH AMERICAN DIRECTO - Purch	\$200.00	
		\$1,203.01	Subtotal for Dept. Hogadon
00015694	PEDENS INC. - Purchase	\$120.00	
00015470	PARTY AMERICA CASPER # - Purch	\$13.55	
00015245	AMAZON MKTPLACE PMTS - Purchas	\$20.98	
00015517	DAYLIGHT DONUTS - Purchase	\$23.63	
00015797	ATLAS OFFICE PRODUCTS - Purcha	\$533.46	
00014536	USPS 57155809430310940 - Purch	\$6.49	
00015586	MOUNTAIN STATES LITHOG - Purch	\$209.15	
00015647	IN POWDER RIVER SHRED - Purch	\$75.00	
00015808	CPU VENTURE TECH NETWO - Purch	\$35.99	
00016097	GOLF COURSE - Purchase	\$1,540.00	
		\$2,578.25	Subtotal for Dept. Human Resources
00015677	QNC INC - Purchase	\$2,350.00	
00015501	BARGREEN WYOMING 25 - Purchase	\$28.40	
00015502	ATLAS OFFICE PRODUCTS - Purcha	\$6.15	
00015835	AMPAC HOLDINGS INC - Purchase	\$14.69	
00015832	SQ WESTERN BYWAYS - Purchase	\$115.00	
00015364	NORCO INC - Purchase	\$241.52	
00015787	RICOH USA INC - Purchase	\$29.13	
00015795	SUBWAY 03147360 - Purch	\$80.00	
00015658	SAMS CLUB #6425 - Purchase	\$43.92	
00015469	A & A GLOBAL INDUSTRIE - Purch	\$246.71	
00015540	BAILEYS ACE HARDWARE - Purchas	\$17.96	
00015533	SUBWAY 03147360 - Purch	\$80.00	
00015830	PAPA JOHN'S #01393 - Purchase	\$42.95	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015661 SAMS CLUB #6425 - Purchase	\$47.92	
	\$3,344.35	Subtotal for Dept. Ice Arena
00015748 HOBBY-LOBBY #0233 - Purchase	\$38.31	
00015794 ALBERTSONS #2060 - Purchase	\$37.86	
00015602 ATLAS OFFICE PRODUCTS - Purcha	\$42.84	
00014525 ESRI INC - Purchase	\$959.50	
00015686 ALBERTSONS #2060 - Purchase	\$15.27	
00015793 ATLAS OFFICE PRODUCTS - Purcha	\$64.02	
00015693 ATLAS OFFICE PRODUCTS - Purcha	\$49.68	
00015456 PSI DIGITAL IMAGING - Purchase	\$135.70	
00015771 PSI DIGITAL IMAGING - Purchase	\$48.24	
	\$1,391.42	Subtotal for Dept. Information Services
00015609 COMTRONIX - Purchase	\$110.00	
00015570 WM SUPERCENTER #1617 - Purchas	\$54.91	
00015620 ALL CREATURES VETERINA - Purch	\$366.50	
00015722 Galls Intern - Purchase	\$366.91	
00015530 WESTSIDE ANIMAL HOSPIT - Purch	\$185.33	
00015417 PETCO 1456 63514566 - Purch	\$35.98	
00014404 SPORTSMANS WAREHOUSE 1 - Purch	\$79.99	
00015076 PETCO 1456 63514566 - Purch	\$75.56	
00015346 ALTITUDE VETERINARY HO - Purch	\$7,147.10	
00015526 WAL-MART #1617 - Credit	(\$57.66)	
00015604 AMBI MAIL AND MARKETIN - Purch	\$66.81	
00015760 PARKWAY PLAZA - Purchase	\$76.19	
00015619 THE HOME DEPOT 6001 - Credit	(\$2.99)	
00014677 THE HOME DEPOT 6001 - Purchase	\$62.81	
00014403 USPS 57155804730311021 - Purch	\$11.65	
00014613 WAL-MART #1617 - Purchase	\$57.66	
00015897 WM SUPERCENTER #1617 - Purchas	\$67.05	
00015707 LITTLE CAESARS 1989 00 - Purch	\$17.36	
00015666 OFFICE MAX - Credit	(\$5.20)	
00014670 OFFICE MAX - Purchase	\$109.18	
	\$8,825.14	Subtotal for Dept. Metro Animal
00014449 CASPER STAR TRIBUNE - Local Ma	\$12.90	
00016062 CASPER STAR TRIBUNE - Purchase	\$43.84	
00016062 CASPER STAR TRIBUNE - Purchase	\$417.20	
00014449 CASPER STAR TRIBUNE - Federal	\$122.70	
	\$596.64	Subtotal for Dept. Metropolitan Planning
00014423 SQ ATLANTIC ELECTRIC, - Purch	\$220.60	
	\$220.60	Subtotal for Dept. Municipal Court
00015743 NORCO INC - Purchase	\$40.77	
00015777 CASPER WINNELSON CO - Purchase	\$17.02	
00015998 CASPER WINNELSON CO - Purchase	\$59.96	
	\$117.75	Subtotal for Dept. Parking
00015823 SQ ATLANTIC ELECTRIC, - Purch	\$1,145.00	
00015780 NORCO INC - Purchase	\$112.90	
00015669 71 CONSTRUCTION INC #1 - Purch	\$648.19	
00015791 WW GRAINGER - Purchase	\$33.09	
00014492 CPS DISTRIBUTORS INC C - Purch	\$362.45	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015578	GROWTH PRODUCTS - Purchase	\$94.65	
00014480	BAILEYS ACE HARDWARE - Purchas	\$20.28	
00015601	CPS DISTRIBUTORS INC C - Purch	\$294.91	
00015913	SQ COMPLETE TREE SERV - Purch	\$3,750.00	
00015545	CPU VENTURE TECH NETWO - Purch	\$35.99	
00015912	TOP OFFICE PRODUCTS - Purchase	\$14.95	
00015929	CASPER CONTRACTOR SUPP - Purch	\$107.97	
00015685	SUTHERLANDS 2219 - Purchase	\$6.74	
00014556	THE HOME DEPOT 6001 - Purchase	\$47.41	
00015754	WYOMING RENTS - Purchase	\$165.00	
00015767	THE HOME DEPOT 6001 - Purchase	\$138.39	
00015562	BAILEYS ACE HARDWARE - Purchas	\$27.99	
00015183	PAYPAL SUNGUARDLLC - Purchase	\$284.95	
00015115	DECKER AUTO GLASS - Purchase	\$213.72	
00015429	WW GRAINGER - Purchase	\$101.16	
00015490	HOODS EQUIPMENT AND SP - Purch	\$330.04	
00015179	GO WARN WEB - Purchase	\$687.98	
00015546	WYOMING RENTS - Purchase	\$330.00	
00015351	THE HOME DEPOT 6001 - Purchase	\$302.44	
00015870	CPS DISTRIBUTORS INC C - Purch	\$126.28	
00015596	MENARDS CASPER - Purchase	\$45.36	
00015548	MENARDS CASPER - Purchase	\$36.97	
00015834	MCMURRY READY MIX - Purchase	\$692.86	
00015461	WW GRAINGER - Purchase	\$197.63	
00015758	MCMURRY READY MIX - Purchase	\$67.61	
00014560	R & R REST STOPS - Purchase	\$7,574.04	
00015845	WW GRAINGER - Purchase	\$201.38	
00015846	R & R REST STOPS - Purchase	\$7,841.76	
00015589	MICHAELS FENCE & SUPPL - Purch	\$78.00	
00015477	BLOEDORN LUMBER CASPER - Purch	\$44.54	
00015682	SUTHERLANDS 2219 - Purchase	\$3.46	
00014600	71 CONSTRUCTION INC #1 - Purch	\$51.94	
00013964	ATLAS OFFICE PRODUCTS - Purcha	\$54.17	
00015454	CPS DISTRIBUTORS INC C - Purch	\$822.37	
00014435	CASPER CONTRACTOR SUPP - Purch	\$6.44	
00014413	GALLES GRNHS & HEPP LN - Purch	\$11.16	
00015695	CPS DISTRIBUTORS INC C - Purch	\$636.00	
00015595	HOBBY-LOBBY #0233 - Purchase	\$15.95	
00015432	CPS DISTRIBUTORS INC C - Purch	\$832.91	
00014471	CPS DISTRIBUTORS INC C - Purch	\$27.11	
00015395	THE HOME DEPOT 6001 - Purchase	\$19.97	
00014526	71 CONSTRUCTION INC #1 - Purch	\$104.41	
00015683	WYOMING STEEL AND RECY - Purch	\$39.04	
	\$28,787.56 Subtotal for Dept.		Parks
00015245	AMAZON MKTPLACE PMTS - Purchas	\$20.98	
00015971	USPS 57155809430310940 - Purch	\$6.98	
00015903	ATLAS OFFICE PRODUCTS - Purcha	\$89.95	
00014512	ATLAS REPRODUCTION - Purchase	\$12.00	
00015853	ORIENTAL TRADING CO - Purchase	\$77.49	
00016012	ATLAS REPRODUCTION - Purchase	\$60.00	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00014394 CASPER STAR TRIBUNE - Purchase	\$130.80	
00016059 ATLAS OFFICE PRODUCTS - Purcha	\$30.51	
	\$428.71	Subtotal for Dept. Planning
00015663 FEDEX 91404543 - Purchase	\$242.96	
00015558 ATLAS OFFICE PRODUCTS - Purcha	\$236.68	
00015629 CASPER STAR TRIBUNE - Purchase	\$96.90	
00015937 ATLAS OFFICE PRODUCTS - Purcha	\$116.04	
00015664 IN POWDER RIVER SHRED - Purch	\$105.00	
00015939 KMART 4736 - Purchase	\$77.96	
00015828 MERBACK AWARD COMPANY - Purcha	\$112.68	
00015773 HARTZ E&F TOWING & REC - Purch	\$107.00	
00015564 CASPER FIRE EXTINGUISH - Purch	\$46.35	
00014399 WM SUPERCENTER #1617 - Purchas	\$42.34	
00015770 CASPER STAR TRIBUNE - Purchase	\$157.80	
00014409 ATLAS OFFICE PRODUCTS - Purcha	\$15.75	
00015463 ATLAS OFFICE PRODUCTS - Purcha	\$229.27	
00015449 GOVTELLERNATRONAWYFEE - Purcha	\$2.00	
00015446 NATRONA CNTY CLERK TAX - Purch	\$18.00	
00015542 CASPER STAR TRIBUNE - Purchase	\$260.00	
00014454 FLEMING SUPPLY - Purchase	\$7.34	
00015481 ATLAS OFFICE PRODUCTS - Purcha	\$119.11	
00016036 NOLAND FEED INC. - Purchase	\$86.80	
00016004 SIGMA ALDRICH US - Purchase	\$572.38	
00015991 QUALITY OFFICE SOLUTIO - Purch	\$34.19	
00015992 IN EXPRESS PRINTING C - Purch	\$58.00	
00015706 THE HOME DEPOT 6001 - Purchase	\$3.76	
00015923 USPS 57155809430310940 - Purch	\$5.63	
00015566 SQ ALL AROUND TOWING - Purcha	\$190.00	
00015528 CASPER STAR TRIBUNE - Purchase	\$1,817.50	
00015245 AMAZON MKTPLACE PMTS - Purchas	\$20.98	
00015617 CASPER STAR TRIBUNE - Purchase	\$1,091.80	
00015814 AFWA - Purchase	\$142.00	
00015350 LOAF N JUG #0115 Q81 - Purch	\$48.78	
00015659 ALBERTSONS #2060 - Purchase	\$8.58	
00015646 GAL UNIFORM&EQUIPMENT - Purcha	\$1,734.77	
00015745 B & B RUBBER STAMP SHO - Purch	\$33.75	
00015792 GAL UNIFORM&EQUIPMENT - Purcha	\$1,383.35	
00015594 KMART 4736 - Purchase	\$56.56	
00014507 ATLAS OFFICE PRODUCTS - Purcha	\$31.05	
00014558 BEARING BELTCHAIN00244 - Purch	\$103.38	
00014539 ATLAS OFFICE PRODUCTS - Purcha	\$209.00	
00014546 IN EXPRESS PRINTING C - Purch	\$670.56	
00014549 IN EXPRESS PRINTING C - Purch	\$58.75	
00014553 RICOH USA, INC - Purchase	\$31.35	
00015818 BAILEYS ACE HARDWARE - Purchas	\$2.29	
00015930 ATLAS OFFICE PRODUCTS - Purcha	\$20.95	
00014588 LITTLE CAESARS 1989 00 - Purch	\$91.25	
00014572 LOAF N JUG #0102 Q81 - Purch	\$4.77	
00015067 DELTA 00674663983895 - Pur	\$436.50	
00015048 EXPEDIA EXPEDIA.COM - Purchase	\$236.59	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015887	IN EXPRESS PRINTING C - Purch	\$136.00	
00014621	NOLAND FEED INC. - Purchase	\$43.40	
00014599	HENSLEY BATTERY & ELEC - Purch	\$227.08	
00014594	LOAF N JUG #0102 Q81 - Purch	\$4.77	
00014589	OLDE MASTER ORIGINALS - Purcha	\$300.50	
		\$11,890.20	Subtotal for Dept. Police
00015636	CASTLEBROOK WELDING & - Purcha	\$563.00	
		\$563.00	Subtotal for Dept. Police Dept
00015931	KMART 4736 - Purchase	\$38.15	
00014474	NOLAND FEED INC. - Purchase	\$86.80	
		\$124.95	Subtotal for Dept. Police Grants
00016091	PUBLIC RISK MANAGEMENT - Purch	\$385.00	
00015586	MOUNTAIN STATES LITHOG - Purch	\$209.15	
		\$594.15	Subtotal for Dept. Property & Liability Insurance
00015787	RICOH USA INC - Purchase	\$29.13	
00015787	RICOH USA INC - Purchase	\$29.13	
00015300	KMART 4736 - Purchase	\$11.98	
00015500	SNOW KING	\$133.34	
00015500	SNOW KING	\$133.34	
00015496	SAMSClub #6425 - Purchase	\$36.63	
00015312	BAILEYS ACE HARDWARE - Purchas	\$15.98	
00015964	HENSLEY BATTERY & ELEC - Purch	\$103.41	
00015543	NOBE INC. - Purchase	\$144.00	
00015502	ATLAS OFFICE PRODUCTS - Purcha	\$14.35	
00015502	ATLAS OFFICE PRODUCTS - Purcha	\$14.35	
00015492	CASPER STAR TRIBUNE - Purchase	\$260.00	
00015835	AMPAC HOLDINGS INC - Purchase	\$14.69	
		\$940.33	Subtotal for Dept. Recreation
00015373	ATLAS OFFICE PRODUCTS - Purcha	\$39.88	
00015285	SPORTSMANS WAREHOUSE 1 - Purch	\$2.99	
00015912	TOP OFFICE PRODUCTS - Purchase	\$21.60	
00015329	BAILEYS ACE HARDWARE - Purchas	\$77.40	
00014543	SHERWIN WILLIAMS #3439 - Purch	\$40.99	
00015849	IN THE BARK FIRM - Purchase	\$210.00	
00015717	FACEBK BWF8M62KH2 - Purchase	\$2.05	
00015588	CMI-TECO - Purchase	\$5.34	
00015268	CASPER CONTRACTOR SUPP - Purch	\$161.70	
00014378	FACEBK XSGKE6JJH2 - Purchase	\$27.34	
00015737	SHIRTS & MORE, INC. - Purchase	\$673.00	
00015599	GUTIERREZ ICE CREAM AN - Purch	\$47.25	
00015293	THE HOME DEPOT 6001 - Purchase	\$44.30	
00015527	SAMS CLUB #6425 - Purchase	\$65.00	
00015141	BAILEYS ACE HARDWARE - Purchas	\$25.48	
00015509	ATLAS OFFICE PRODUCTS - Purcha	\$9.98	
00015289	MICHAELS FENCE & SUPPL - Purch	\$8.36	
00015563	QUALITY OFFICE SOLUTIO - Purch	\$122.35	
00015284	ATLAS REPRODUCTION - Purchase	\$16.00	
		\$1,601.01	Subtotal for Dept. Refuse Collection
00015359	EPASALES - Purchase	\$211.68	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015553	WATER ENVIRONMENT FEDT - Purch	\$126.00	
00015579	BAILEYS ACE HARDWARE - Purchas	\$6.99	
00015465	ALSCO SLCAS - Purchase	\$228.47	
		\$573.14	Subtotal for Dept. Sewer
00015235	TOWN PUMP BILLINGS NO - Purcha	\$125.00	
00015259	EXXONMOBIL 97335103 - Purch	\$100.00	
00015192	WAL-MART #1508 - Purchase	\$47.18	
00015339	HOMWOOD SUITES - Purchase	\$395.87	
00015436	SQ MACRO COMPANIES / - Purcha	\$113.70	
00015344	SHELL OIL 574431169QPS - Purch	\$99.00	
00015191	FUDDRUCKERS BILLINGS H - Purch	\$34.20	
00015313	SHELL OIL 574431169QPS - Purch	\$99.00	
00015241	GRANTREE CONOCO - Purchase	\$100.00	
00015310	CAFE RIO MEXICAN GRILL - Purch	\$21.03	
00015506	SQ MACRO COMPANIES / - Purcha	\$155.42	
00015655	SQ MACRO COMPANIES / - Purcha	\$111.25	
00015326	SHELL OIL 574431169QPS - Purch	\$37.32	
		\$1,438.97	Subtotal for Dept. Special Assistance
00015705	AMERIGAS AMERIGAS - Purcha	\$150.88	
00015837	THE HOME DEPOT 6001 - Purchase	\$17.08	
00014378	FACEBK XSGKE6JJH2 - Purchase	\$54.71	
00015649	SUTHERLANDS 2219 - Purchase	\$37.98	
00014441	ALSCO SLCAS - Purchase	\$480.60	
00015657	BLOEDORN LUMBER CASPER - Purch	\$36.54	
00013779	CASPER STAR TRIBUNE - Purchase	\$383.00	
00014542	BAILEYS ACE HARDWARE - Purchas	\$16.99	
00015600	HONNEN EQUIPMENT #04 - Purchas	\$1,625.00	
00015717	FACEBK BWF8M62KH2 - Purchase	\$3.18	
00015825	MIS INDUSTRIAL SUPPLY - Purcha	\$180.22	
00013964	ATLAS OFFICE PRODUCTS - Purcha	\$54.17	
00015405	MONTPELIER BROADCASTIN - Credi	(\$500.00)	
00015912	TOP OFFICE PRODUCTS - Purchase	\$14.96	
00015809	HARBOR FREIGHT TOOLS 3 - Purch	\$70.38	
		\$2,625.69	Subtotal for Dept. Streets
00015786	FLINT TRADING, INC. - Purchase	\$2,739.75	
00015408	MENARDS CASPER - Purchase	\$71.96	
00015605	AMERICAN TRAFFIC SAFET - Purch	\$952.50	
00014432	ALSCO SLCAS - Purchase	\$71.40	
00015803	AMERIGAS AMERIGAS - Purcha	\$23.48	
		\$3,859.09	Subtotal for Dept. Traffic
00015439	STOTZ EQUIPMENT - Purchase	\$218.16	
00015882	ALSCO SLCAS - Purchase	\$747.38	
00015418	ENVIRONMENTAL EXPRESS - Purcha	\$139.86	
00015784	SHERWIN WILLIAMS #3439 - Purch	\$27.29	
00015741	NORCO INC - Purchase	\$865.00	
00015876	DEWITT WATER - Purchase	\$50.00	
00015841	NORCO INC - Purchase	\$74.58	
00015554	BAILEYS ACE HARDWARE - Purchas	\$9.98	
00015761	BELZONA ROCKY MOUNTAIN - Purch	\$463.00	
00015534	STOTZ EQUIPMENT - Purchase	\$30.82	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

00015806 BLOEDORN LUMBER CASPER - Purch	\$51.87	
00015821 CRUM ELECTRIC SUPPLY C - Purch	\$2,587.84	
00015598 CRUM ELECTRIC SUPPLY C - Purch	\$383.40	
00015721 ENERGY LABORATORIES - Purchase	\$114.00	
00015583 REXEL 3212 - Purchase	\$2,020.00	
00015936 BAILEYS ACE HARDWARE - Purchas	\$4.98	
00014424 ENERGY LABORATORIES - Purchase	\$916.00	
00015479 GOODYEAR COMMERCIAL TI - Purch	\$152.39	
00014414 ALSCO SLCAS - Purchase	\$592.96	
00015478 BEARING BELTCHAIN00244 - Purch	\$17.98	
00015518 STOTZ EQUIPMENT - Credit	(\$248.98)	
00015872 SHERWIN WILLIAMS #3439 - Purch	\$104.39	
00015423 USA BLUE BOOK - Purchase	\$573.26	
00014415 HOSE & RUBBER SUPPLY - Purchas	\$404.06	
00015462 NORCO INC - Purchase	\$393.00	
00015560 ENERGY LABORATORIES - Purchase	\$540.00	
00015975 BOBCAT OF CASPER - Purchase	\$140.00	
00015597 ENERGY LABORATORIES - Purchase	\$37.00	
00015643 CRUM ELECTRIC SUPPLY C - Purch	\$365.00	
	\$11,775.22	Subtotal for Dept. Waste Water
00014555 WEAR PARTS INC - Purchase	\$40.29	
00014400 ALSCO SLCAS - Purchase	\$499.84	
00015495 WYOMING RENTS - Purchase	\$70.00	
00014395 IN ARCHITECTURAL DOOR - Purch	\$30.24	
00015514 DANA KEPNER CO. - Purchase	\$42.00	
00015645 BLOEDORN LUMBER CASPER - Purch	\$365.17	
00014436 ENERGY LABORATORIES - Purchase	\$15.00	
00014420 CASPER CONTRACTOR SUPP - Purch	\$565.41	
00015874 ENERGY LABORATORIES - Purchase	\$350.00	
00015864 ENERGY LABORATORIES - Purchase	\$45.00	
00015826 ENERGY LABORATORIES - Purchase	\$890.00	
00015856 USPS 57155809430310940 - Purch	\$7.19	
00015860 ALSCO SLCAS - Purchase	\$623.50	
00015861 WYOMING RENTS - Credit	(\$35.00)	
00015679 DIAMOND VOGEL PAINT #7 - Purch	\$24.36	
00015730 UNION WIRELESS - Purchase	\$129.58	
00015591 USPS 57155809430310940 - Purch	\$6.49	
00015565 RMI - CASPER - Purchase	\$66.00	
00014446 VOLVO OF MILLS - Purchase	\$59.70	
00014456 SAFETY KLEEN SYSTEMS B - Purch	\$367.06	
00015295 DAVES DARTS N BILLARDS - Purch	\$31.19	
00015434 SUTHERLANDS 2219 - Purchase	\$52.80	
00015522 ENERGY LABORATORIES - Purchase	\$588.17	
00015473 SUTHERLANDS 2219 - Purchase	\$11.43	
00014433 KNIFE RIVER 5701 - Purchase	\$1,578.50	
00015742 DAVES DARTS N BILLARDS - Credi	(\$1.49)	
00015552 ENERGY LABORATORIES - Purchase	\$90.00	
00015652 ENERGY LABORATORIES - Purchase	\$45.00	
00015480 DANA KEPNER CO. - Purchase	\$84.00	
00015519 WYOMING RENTS - Credit	(\$35.00)	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

	\$6,606.43	Subtotal for Dept.	Water
00015622 ENERGY LABORATORIES - Purchase	\$2,972.00		
00015632 FEDEX 91403815 - Purchase	\$56.62		
00015425 EUROFINS EATON ANALYTI - Purch	\$200.00		
00015591 USPS 57155809430310940 - Purch	\$6.49		
00015524 WM SUPERCENTER #3778 - Purchas	\$10.46		
00015603 WM SUPERCENTER #3778 - Purchas	\$19.28		
00015508 CPU VENTURE TECH NETWO - Purch	\$119.00		
	\$3,383.85	Subtotal for Dept.	Water Treatment Plant
00015424 VAN DIEST SUPPLY COMPA - Purch	\$6,988.90		
00015430 VAN DIEST SUPPLY COMPA - Purch	\$1,550.16		
00014453 SAMSClub #6425 - Purchase	\$96.18		
00015575 VAN DIEST SUPPLY COMPA - Purch	\$435.34		
00015909 CASPER CONTRACTOR SUPP - Purch	\$83.58		
00015799 GROWTH PRODUCTS - Purchase	\$2,098.19		
00015712 KUM & GO #969 - Purchase	\$54.01		
00014427 VAN DIEST SUPPLY COMPA - Purch	\$9,264.35		
	\$20,570.71	Subtotal for Dept.	Weed And Pest
	\$238,564.78	Subtotal for Vendor	
PETE NIPER			
RIN0024129 BOOT REIMBURSEMENT	\$73.50		
	\$73.50	Subtotal for Dept.	Waste Water
	\$73.50	Subtotal for Vendor	
PHIPPS CONSTRUCTION			
RIN0024160 RETAIN PAY CYB PH III	(\$5,235.20)		
	(\$5,235.20)	Subtotal for Dept.	Capital Projects
RIN0024160 CASPER YOUTH BASEBALL FIELD OF	\$52,352.00		
	\$52,352.00	Subtotal for Dept.	Parks
	\$47,116.80	Subtotal for Vendor	
PORTER, MUIRHEAD, CORNIA & HOWARD			
207087 AUDIT SERVICES	\$50,000.00		
	\$50,000.00	Subtotal for Dept.	Finance
	\$50,000.00	Subtotal for Vendor	
POWELL, CASSIE			
0022652433 DEPOSIT/CREDIT REFUND	\$15.35		
	\$15.35	Subtotal for Dept.	Water
	\$15.35	Subtotal for Vendor	
R & A STALKUP INV LLC			
0022652435 DEPOSIT/CREDIT REFUND	\$56.93		
	\$56.93	Subtotal for Dept.	Water
	\$56.93	Subtotal for Vendor	
RAILROAD MGMT CO III, LLC			
311280 SEWER PIPELINE CROSSING	\$146.16		
	\$146.16	Subtotal for Dept.	Sewer
	\$146.16	Subtotal for Vendor	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

RAMSHORN CONSTRUCTION, INC.

RIN0024155	RETAIN MCKINLEY ST	(\$11,148.60)	
RIN0024135	RETAIN PAY DAVID & 8TH	(\$10,050.69)	
RIN0024135	RETAIN PAY DAVID & 8TH	(\$10,694.10)	
		(\$31,893.39)	Subtotal for Dept. Capital Projects
RIN0024155	MCKINLEY ST PAY #1	\$5,761.00	
		\$5,761.00	Subtotal for Dept. Sewer
RIN0024135	DAVID STREET AND 8TH STREET	\$111,200.98	
RIN0024155	MCKINLEY ST PAY #1	\$53,495.00	
		\$164,695.98	Subtotal for Dept. Streets
RIN0024155	MCKINLEY ST PAY #1	\$52,230.00	
		\$52,230.00	Subtotal for Dept. Water
		\$190,793.59	Subtotal for Vendor

RESTORATION MINISTRIES

RIN0024175	REFUND PARK RENT	\$250.00	
		\$250.00	Subtotal for Dept. General Fund Revenue
		\$250.00	Subtotal for Vendor

ROCKY MOUNTAIN POWER

AP00014908081420	ELECTRICITY	\$5,676.24	
AP00016908081420	ELECTRICITY	\$2,767.69	
		\$8,443.93	Subtotal for Dept. Aquatics
AP00016708081420	ELECTRICITY	\$3,421.94	
		\$3,421.94	Subtotal for Dept. Balefill
AP00015308081420	ELECTRICITY	\$12,072.36	
		\$12,072.36	Subtotal for Dept. Casper Events Center
AP00015008081420	ELECTRICITY	\$221.39	
		\$221.39	Subtotal for Dept. Cemetery
AP00015108081420	ELECTRICITY	\$402.65	
AP00015108081420	ELECTRICITY	\$43.00	
AP00015108081420	ELECTRICITY	\$24.78	
AP00015108081420	ELECTRICITY	\$883.33	
AP00015108081420	ELECTRICITY	\$5,570.49	
		\$6,924.25	Subtotal for Dept. City Hall
AP00015508081420	ELECTRICITY	\$3,497.83	
		\$3,497.83	Subtotal for Dept. Fire
AP00015608081420	ELECTRICITY	\$1,455.83	
		\$1,455.83	Subtotal for Dept. Fort Caspar
AP00015408081420	ELECTRICITY	\$3,105.46	
		\$3,105.46	Subtotal for Dept. Garage
AP00015708081420	ELECTRICITY	\$5,667.20	
		\$5,667.20	Subtotal for Dept. Golf Course
AP00015908081420	ELECTRICITY	\$5,100.26	
		\$5,100.26	Subtotal for Dept. Ice Arena
AP00016008081420	ELECTRICITY	\$1,219.04	
		\$1,219.04	Subtotal for Dept. Metro Animal
AP00016108081420	ELECTRICITY	\$10,018.89	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

AP00016208081420 ELECTRICITY

AP00015208081420 ELECTRICITY

AP00016308081420 ELECTRICITY

AP00016608081420 ELECTRICITY

\$10,018.89 Subtotal for Dept. Parks
 \$359.22
\$359.22 Subtotal for Dept. Police
 \$5,792.85
\$5,792.85 Subtotal for Dept. Recreation
 \$460.39
\$460.39 Subtotal for Dept. Sewer
 \$30,554.72
\$30,554.72 Subtotal for Dept. Waste Water
\$98,315.56 Subtotal for Vendor

SALTUS TECHNOLOGIES, LLC
 1407-49 REPAIRS

\$47.07
\$47.07 Subtotal for Dept. Police
\$47.07 Subtotal for Vendor

SAM'S PLUMBING
 RIN0024145 REFUND OVERPAYMENT

\$42.50
\$42.50 Subtotal for Dept. General Fund
\$42.50 Subtotal for Vendor

SARA NELSON
 RIN0024142 TRAVEL EXPENSES

\$67.01
\$67.01 Subtotal for Dept. Police
\$67.01 Subtotal for Vendor

SHAWN ELM
 RIN0024130 CLOTHING ALLOWANCE

\$111.00
\$111.00 Subtotal for Dept. Fire
\$111.00 Subtotal for Vendor

SOLARWINDS WORLDWIDE, LLC.
 IN180799 NETWORK PERFORMANCE MAINT 2014

\$10,364.96
\$10,364.96 Subtotal for Dept. City Manager
\$10,364.96 Subtotal for Vendor

SOLID WASTE PROFESSIONALS OF WY LLC.
 165 CONSTRUCTION OVERSIGHT & PROJE

\$12,915.00
\$12,915.00 Subtotal for Dept. Balefill
\$12,915.00 Subtotal for Vendor

STAR LINE FEEDS
 228314 ANIMAL FOOD
 227994 ANIMAL FOOD
 228799 ANIMAL FOOD
 228449 ANIMAL FOOD

\$346.45
 \$439.00
 \$675.00
 \$260.40
\$1,720.85 Subtotal for Dept. Metro Animal
\$1,720.85 Subtotal for Vendor

STATE OF WY. - DEPT. OF REVENUE
 RIN0024143 SALES TAX
 RIN0024143 SALES TAX

\$400.54
 \$12.60

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

RIN0024143 SALES TAX	\$47.69	
	\$460.83	Subtotal for Dept. Aquatics
RIN0024143 SALES TAX	\$85.95	
	\$85.95	Subtotal for Dept. Balefill
RIN0024143 SALES TAX	\$330.71	
RIN0024143 SALES TAX	\$1.91	
RIN0024143 SALES TAX	\$25.33	
RIN0024143 SALES TAX	\$381.36	
RIN0024143 SALES TAX	\$34.38	
RIN0024143 SALES TAX	\$88.65	
	\$862.34	Subtotal for Dept. Casper Events Center
RIN0024143 SALES TAX	\$785.23	
	\$785.23	Subtotal for Dept. Fort Caspar
RIN0024143 SALES TAX	\$96.00	
	\$96.00	Subtotal for Dept. Ice Arena
RIN0024143 SALES TAX	\$0.14	
	\$0.14	Subtotal for Dept. Recreation
	\$2,290.49	Subtotal for Vendor
STATE OF WY. - NOTARY DIV.		
RIN0024162 NOTARY	\$30.00	
RIN0024099 NOTARY	\$30.00	
	\$60.00	Subtotal for Dept. Police
	\$60.00	Subtotal for Vendor
STEVE BULLOCK		
085993 CLOTHING ALLOWANCE	\$350.37	
	\$350.37	Subtotal for Dept. Police
	\$350.37	Subtotal for Vendor
STEVE THOMAS		
RIN0024128 WWTP OPER LEVEL 1 EXAM FEE	\$93.00	
	\$93.00	Subtotal for Dept. Waste Water
	\$93.00	Subtotal for Vendor
STEVEN NUNN		
RIN0024173 TRAVEL EXPENSES	\$25.00	
	\$25.00	Subtotal for Dept. Police
	\$25.00	Subtotal for Vendor
SUMMIT ELECTRIC LLC.		
5988 CEC ARENA LIGHTING RETROFIT	\$91,022.59	
	\$91,022.59	Subtotal for Dept. City Manager
	\$91,022.59	Subtotal for Vendor
SUSAN MILLIGAN		
RIN0024144 PARK REFUND	\$300.00	
	\$300.00	Subtotal for Dept. Recreation
	\$300.00	Subtotal for Vendor
SYSCO FOOD SVCS. CORP.		
407300661 OPERATING SUPPLIES-CATERING	\$239.92	

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

\$239.92 Subtotal for Dept. Casper Events Center
\$239.92 Subtotal for Vendor

TES, INC

3123 RETAIN 2014 MIS SAN SEWER LINI
3123 2014 MISC SANITARY SEWER LININ

(\$7,372.50)
\$73,725.00
\$66,352.50 Subtotal for Dept. Sewer
\$66,352.50 Subtotal for Vendor

THOMPSON, TIFFANY

0022600932 DEPOSIT/CREDIT REFUND

\$44.71
\$44.71 Subtotal for Dept. Water
\$44.71 Subtotal for Vendor

TIFFANY ELHART

RIN0024172 TRAVEL EXPENSES

\$354.00
\$354.00 Subtotal for Dept. Police
\$354.00 Subtotal for Vendor

TRETO CONST.

RIN0024132 CONCRETE SIDEWALK REPLACEMENT

\$15,360.50
\$15,360.50 Subtotal for Dept. Casper Recreation Center
\$15,360.50 Subtotal for Vendor

TUGMON, LARRY

0022652434 DEPOSIT/CREDIT REFUND

\$19.39
\$19.39 Subtotal for Dept. Water
\$19.39 Subtotal for Vendor

URGENT CARE OF CASPER LLC.

15574 MEDICAL TESTING
15470 MEDICAL TESTING
15291 MEDICAL TESTING

\$45.00
\$30.00
\$15.00
\$90.00 Subtotal for Dept. Communications Center

16663 MEDICAL TESTING
16298 MEDICAL TESTING
15335 MEDICAL TESTING

\$32.00
\$58.00
\$58.00
\$148.00 Subtotal for Dept. Police

2036419 FIRE H2O RANDOM DRUG SCREENS
2036416 NON-DOT DRUG SCREENS
2036421 POLICE RANDOM DRUG TESTS
2036418 DOT RANDOM DRUG TEST

\$56.00
\$124.00
\$112.00
\$35.00
\$327.00 Subtotal for Dept. Property & Liability Insurance

2036422 HEP BE CORE ANTIBODY

\$32.00
\$32.00 Subtotal for Dept. Sewer

2036422 HEP B CORE ANTIBODY

\$32.00
\$32.00 Subtotal for Dept. Waste Water

2036422 HEP B VACC ADULT 3 DOSE IM

\$58.00
\$58.00 Subtotal for Dept. Water
\$687.00 Subtotal for Vendor

USREY, JAMES

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

0022600935 DEPOSIT/CREDIT REFUND

\$12.21

\$12.21 Subtotal for Dept. Water

\$12.21 Subtotal for Vendor

VERIZON WIRELESS

9728847881 WIRELESS SERVICE

\$122.00

\$122.00 Subtotal for Dept. Communications Center

\$122.00 Subtotal for Vendor

VISITS LLC

1188 CAR WASHES

\$30.00

\$30.00 Subtotal for Dept. Code Enforcement

1184 CAR WASH TOKENS

\$131.17

\$131.17 Subtotal for Dept. Police

\$161.17 Subtotal for Vendor

WARDWELL WATER & SEWER DISTRICT

RIN0024123 WATER USAGE

\$124.68

\$124.68 Subtotal for Dept. Water Treatment Plant

\$124.68 Subtotal for Vendor

WAYNE COLEMAN CONSTRUCTION, INC.

14602 RETAIN PAY PRATT

(\$8,185.59)

14602 PRATT WATER STORAGE TANK

\$81,855.86

\$73,670.27 Subtotal for Dept. Water

\$73,670.27 Subtotal for Vendor

WERCS COMMUNICATIONS

3781 INTERNET SERVICE JULY 2014

\$0.64

\$0.64 Subtotal for Dept. Aquatics

3781 INTERNET SERVICE JULY 2014

\$4.81

\$4.81 Subtotal for Dept. Balefill

3781 INTERNET SERVICE JULY 2014

\$1.28

\$1.28 Subtotal for Dept. Buildings And Grounds

3781 INTERNET SERVICE JULY 2014

\$7.38

\$7.38 Subtotal for Dept. Casper Events Center

3781 INTERNET SERVICE JULY 2014

\$1.28

\$1.28 Subtotal for Dept. Cemetery

3781 INTERNET SERVICE JULY 2014

\$2.25

\$2.25 Subtotal for Dept. City Attorney

3781 INTERNET SERVICE JULY 2014

\$1.93

\$1.93 Subtotal for Dept. City Manager

3781 INTERNET SERVICE JULY 2014

\$3.85

\$3.85 Subtotal for Dept. Code Enforcement

3781 INTERNET SERVICE JULY 2014

\$2.57

\$2.57 Subtotal for Dept. Communications Center

3781 INTERNET SERVICE JULY 2014

\$2.89

\$2.89 Subtotal for Dept. Council

3781 INTERNET SERVICE JULY 2014

\$4.17

\$4.17 Subtotal for Dept. Engineering

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

3781 INTERNET SERVICE JULY 2014	\$9.30		
	\$9.30	Subtotal for Dept.	Finance
3781 INTERNET SERVICE JULY 2014	\$9.63		
	\$9.63	Subtotal for Dept.	Fire
3781 INTERNET SERVICE JULY 2014	\$1.60		
	\$1.60	Subtotal for Dept.	Fort Caspar
3781 INTERNET SERVICE JULY 2014	\$3.85		
	\$3.85	Subtotal for Dept.	Garage
3781 INTERNET SERVICE JULY 2014	\$0.96		
	\$0.96	Subtotal for Dept.	Golf Course
3781 INTERNET SERVICE JULY 2014	\$1.93		
	\$1.93	Subtotal for Dept.	Hogadon
3781 INTERNET SERVICE JULY 2014	\$2.57		
	\$2.57	Subtotal for Dept.	Human Resources
3781 INTERNET SERVICE JULY 2014	\$1.28		
	\$1.28	Subtotal for Dept.	Ice Arena
3781 INTERNET SERVICE JULY 2014	\$5.13		
	\$5.13	Subtotal for Dept.	Information Services
3781 INTERNET SERVICE JULY 2014	\$2.25		
	\$2.25	Subtotal for Dept.	Metro Animal
3781 INTERNET SERVICE JULY 2014	\$4.17		
	\$4.17	Subtotal for Dept.	Municipal Court
3781 INTERNET SERVICE JULY 2014	\$1.93		
	\$1.93	Subtotal for Dept.	Parks
3781 INTERNET SERVICE JULY 2014	\$2.89		
	\$2.89	Subtotal for Dept.	Planning
3781 INTERNET SERVICE JULY 2014	\$30.48		
3781 INTERNET SERVICE JULY 2014	\$885.05		
	\$915.53	Subtotal for Dept.	Police
3781 INTERNET SERVICE JULY 2014	\$2.57		
	\$2.57	Subtotal for Dept.	Recreation
3781 INTERNET SERVICE JULY 2014	\$1.28		
	\$1.28	Subtotal for Dept.	Streets
3781 INTERNET SERVICE JULY 2014	\$1.93		
	\$1.93	Subtotal for Dept.	Traffic
3781 INTERNET SERVICE JULY 2014	\$4.17		
	\$4.17	Subtotal for Dept.	Waste Water
3781 INTERNET SERVICE JULY 2014	\$4.81		
3781 INTERNET SERVICE JULY 2014	\$1.28		
	\$6.09	Subtotal for Dept.	Water
3781 INTERNET SERVICE JULY 2014	\$2.89		
	\$2.89	Subtotal for Dept.	Water Treatment Plant
	\$1,015.00	Subtotal for Vendor	

WEST PLAINS ENGINEERING, INC.

BC13014-1011 CEC ARENA LIGHTING RETROFIT

\$525.00
\$525.00 Subtotal for Dept. City Manager

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

\$525.00 Subtotal for Vendor

WESTERN IDENTIFICATION NETWORK, INC.
101217 RENEW MAINT AGREE

\$7,421.00
\$7,421.00 Subtotal for Dept. Police
\$7,421.00 Subtotal for Vendor

WESTERN WATER CONSULTANTS, INC.
140090006 RAW WATER IRRIGATION SYSTEM

\$8,111.29
\$8,111.29 Subtotal for Dept. Parks
\$8,111.29 Subtotal for Vendor

WOLF GANG OF WY
1013 AUGUST 2014 TV PRODUCTION CABL

\$3,833.33
\$3,833.33 Subtotal for Dept. Council
\$3,833.33 Subtotal for Vendor

WOLVERINE DISTRIBUTING
140303 NATIVE INDIAN COOKBOOK, NAT. A

\$889.22
\$889.22 Subtotal for Dept. Fort Caspar
\$889.22 Subtotal for Vendor

WORTHINGTON, LENHART & CARPENTER
2014-11050 DESIGN & CA FOR HIGHLAND PARK/

\$4,156.16
\$4,156.16 Subtotal for Dept. Streets
\$4,156.16 Subtotal for Vendor

WRIGHT BROTHERS, THE BUILDING COMPANY
RIN0024134 RETAIN PAY GOLF MAINT FACILITY

(\$11,427.09)
(\$11,427.09) Subtotal for Dept. Capital Projects

15 CASPER FIR-EMS STATION #2 EXTE

\$15,999.86
\$15,999.86 Subtotal for Dept. Fire

RIN0024134 GOLF COURSE MAINTENANCE FACILI

\$114,270.75
\$114,270.75 Subtotal for Dept. Golf Course
\$118,843.52 Subtotal for Vendor

WY. MACHINERY CO.
R1289701 DOZER RENTAL
R1289703 DOZER RENTAL
R1289702 DOZER RENTAL

\$5,740.50
\$5,728.50
\$5,728.50
\$17,197.50 Subtotal for Dept. Balefill
\$17,197.50 Subtotal for Vendor

WY. PEACE OFFICERS ASSOC.
RIN0024164 REGISTRATION
RIN0024141 REGISTRATION

\$125.00
\$125.00
\$250.00 Subtotal for Dept. Police
\$250.00 Subtotal for Vendor

WY. WATER DEVELOPMENT COMMISSION
RIN0024104 2015 PMP READINESS TO SERVE

\$9,750.00
\$9,750.00 Subtotal for Dept. Water
\$9,750.00 Subtotal for Vendor

Bills and Claims

City of Casper

06-Aug-14 to 19-Aug-14

ZACK WINTER

RIN0024174 TRAVEL EXPENSES

\$45.00

\$45.00 Subtotal for Dept. Police

\$45.00 Subtotal for Vendor

Grand Total

\$3,653,952.03

Approved By:

On:

CITY of CASPER, WYOMING
 BILLS and CLAIMS ADDENDUM
 Council Meeting
 08/19/14

Payroll Disbursements

8/5/14	Fire Payroll	\$ 184,933.74
8/5/14	Benefits and Deductions	\$ 54,997.21
8/8/14	Exceptions	\$ 20,403.88
8/8/14	Benefits and Deductions	\$ 2,885.81
8/14/14	City Payroll	\$ 1,174,261.85
8/14/14	Benefits and Deductions	\$ 171,951.24

Total Payroll	<u>\$ 1,609,433.73</u>
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Additional Fees

Total Fees	<u>\$ -</u>
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Additional AP

Total Additional AP	<u>\$ -</u>
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August 15, 2014

MEMO TO: John C. Patterson, City Manager

FROM: Liz Becher, Community Development Director 

SUBJECT: Annexation compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to determine if the annexation of 1.467-acres, more or less, located in a portion of the SW1/4NW1/4, Section 19, T33N, R79W, 6th P.M., Natrona County Wyoming, and being incorporated into Wolf Creek Nine Addition, complies with W.S. §15-1-402.

Recommendation:

That Council, by resolution, find that the annexation of the 1.467-acre parcel being incorporated into the Wolf Creek Nine Addition complies with W.S. §15-1-402.

Summary:

Pursuant to the Wyoming Statutes pertaining to annexations, as amended July 1, 2001, Council must find that any annexation complies with certain conditions related to the suitability and feasibility of the annexation. In addition, the Council must also accept the annexation report that was prepared to outline the costs and benefits of the annexation to the City and to the future owners of the property to be annexed.

In approving the resolution on the compliance of the annexation with Wyoming State Statutes the Council is making the following findings:

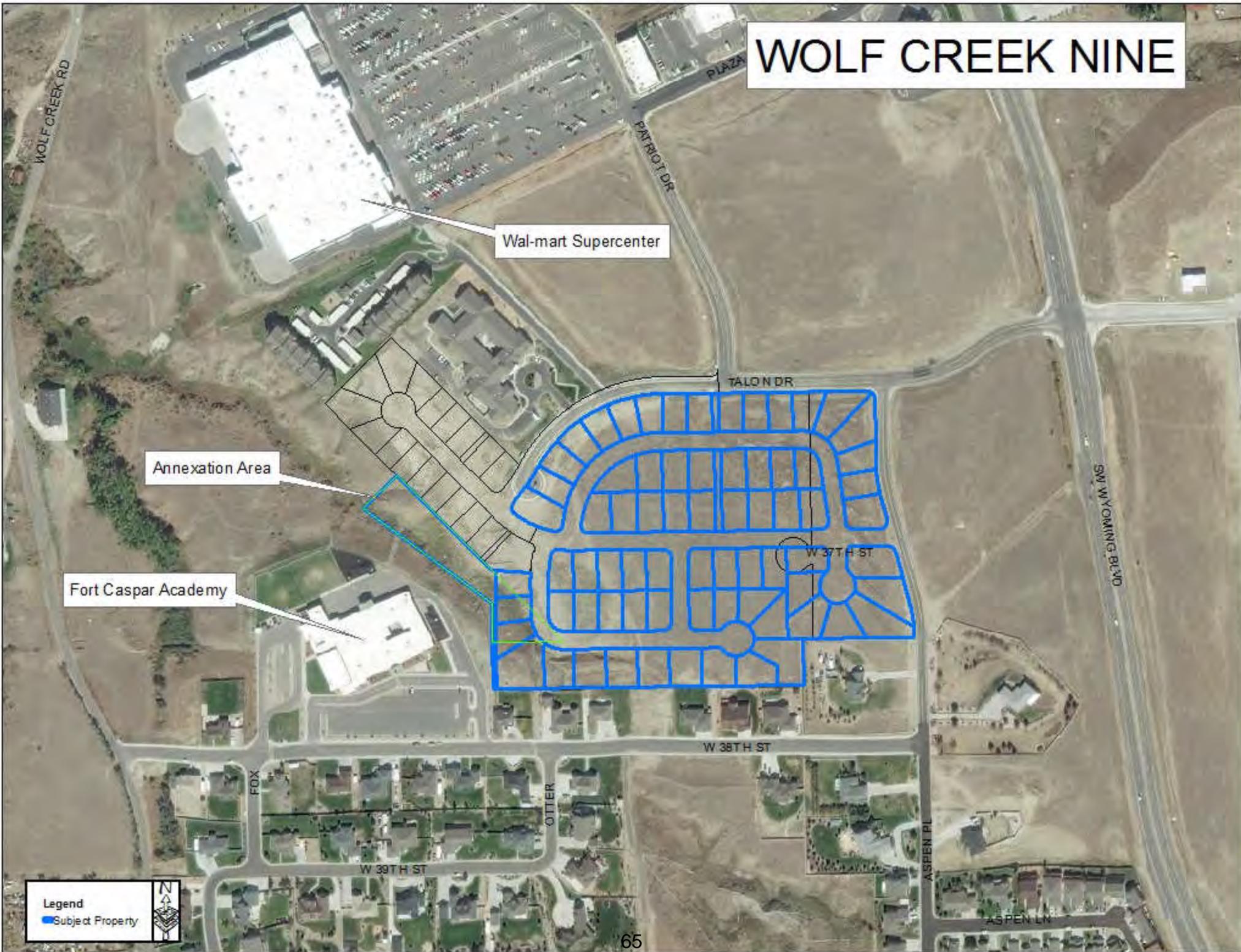
1. The annexation of the area is for the protection of health, safety, and welfare of the persons residing in the area and in the City because public utilities, including water and/or sewer, will be made available to the property owners.
2. The urban development of the area will constitute a natural, geographical, economical, and social part of the City because the area is adjacent to properties currently located within the City limits of Casper. The area is not isolated by any natural or man-made features and is a natural extension of the City limits.
3. The annexation of the area is a logical and feasible addition to the City and the extension of basic and other services customarily available to the residents of the City can reasonably be furnished to the area because the area is adjacent to properties currently being served by City services. The area can be serviced without the need for additional City-funded infrastructure such as water trunk lines, booster stations, or storage tanks.

The City of Casper will not have to expend capital dollars on emergency response or public works equipment, nor hire additional personnel to serve this area.

4. The annexation of the area is contiguous with and adjacent to the City limits.
5. The City does not operate its own electric utility. Rocky Mountain Power will provide electric service for the area, as they do for the balance of the City of Casper.
6. All of the conditions required and set forth in Wyoming State Statute 15-1-402(c) exist and the required procedures for the annexation of the area have been met. An annexation report was prepared pursuant to Wyoming State Statute §15-1-402(c) and disseminated to affected landowners and utility companies, by certified mail, and according to Wyoming Law.
7. Legal notice specifying the date, time, and place for an August 19, 2014 public hearing to determine whether or not the proposed annexation complies with Wyoming State Statute 15-1-402 was published in the Casper Star-Tribune July 25, 2014 and July 29, 2014; and notice was given as provided by Wyoming State Statute §15-1-405.

The annexation report, prepared pursuant to Wyoming State Statute §15-1-402, offers information that provides the support for the findings as required by Statute. The annexation report concludes that the City can provide public services to this property without additional staff, equipment, or facility expansion.

WOLF CREEK NINE



Wal-mart Supercenter

Annexation Area

Fort Caspar Academy

Legend
■ Subject Property

CERTIFICATION OF PETITION FOR ANNEXATION

I, V.H. McDonald, the City Clerk in and for Casper, Wyoming, a municipal corporation, hereby certify that the Petition for Annexation as attached hereto for the annexation of the Wolf Creek Nine substantially complies with the requirements set forth in W.S. § 15-1-403 including, that:

1. The petition is signed and dated by a majority of the landowners owning a majority of the area sought to be annexed, excluding public streets and alleys and tax exempt property;
2. The petition contains the following detailed information:
 - a. A legal description of the area sought to be annexed;
 - b. A request that the described territory be annexed;
 - c. A statement that each signer is an owner of land and a description of his land within the area proposed to be annexed; and,
 - d. A map of the area.

APPROVED AS TO FORM:

Wallace Tremblay

CITY OF CASPER, WYOMING
A Municipal Corporation

V.H. McDonald
V.H. McDonald
City Clerk

4/29/14
Date

Wolf Creek Nine (1.467-Acre Parcel)

2014 ANNEXATION REPORT

June, 2014

PREPARED BY:

CITY OF CASPER
COMMUNITY DEVELOPMENT DEPARTMENT

PURPOSE

This report is a summary and analysis of the cost of providing basic services a 1.467-acre of property, located in a portion of the SW1/4NW1/4, Section 19, T33N, R79W, 6th P.M., Natrona County Wyoming, which is being incorporated into the Wolf Creek Nine Addition.

BACKGROUND INFORMATION / DESCRIPTION OF AREA

Mesa Development, Inc. has applied to annex 1.467-acres, more or less, located west of the current terminus of Talon Drive. The property being annexed is being incorporated into a plat creating the Wolf Creek Nine Addition. The proposed Wolf Creek Nine Addition encompasses 20.18 acres and is creating a total of seventy-two (72) residential lots. The applicant has requested zone change of the entire Wolf Creek Nine Addition to R-2 (One Unit Residential). The 1.467-acre portion of property that is being annexed accounts for four (4) of the seventy-two (72) total lots in the subdivision.

DEVELOPMENT COSTS

There will not be any publically-funded development costs associated with this annexation, in that all public improvements, including the adjacent streets and all utilities will be installed at the developer's expense.

STATUTORY REQUIREMENTS

Wyoming Statute 15-1-402 sets specific requirements with regard to the annexation process and the supporting documentation. Subsection (c) requires that an annexing municipality prepare an annexation report, which shall, at a minimum, contain:

- (i) A map of the area proposed to be annexed showing identifiable landmarks and boundaries and the area which, as a result of the annexation, will then be brought within one-half (1/2) mile of the new corporate limits of the City, if it has exercised the authority granted under W.S. 15-3-202(b)(ii); *(See appendix for map)*.
- (ii) The total estimated cost of infrastructure improvements required of all landowners by the annexing municipality related to the annexation; *(See "Development Costs" section above)*.
- (iii) A list of basic and other services customarily available to residents of the city or town and a timetable when those services will reasonably be available to the area proposed to be annexed; *(See individual City Department or Division sections below, all services will be available immediately upon annexation)*.

- (iv) A projected annual fee or service cost for services described in paragraph (iii) of this subsection; *(See individual City Department or Division sections below)*.
- (v) The current and projected property tax mill levies imposed by the municipality; and, *(See "Sources of Revenue" section below for tax information)*.
- (vi) The cost of infrastructure improvements required within the existing boundaries of the municipality to accommodate the proposed annexation. *(See "Development Costs" section above)*.

COMPLIANCE WITH W.S. 15-1-402.

The annexation of the property being incorporated into the Wolf Creek Nine Addition meets the requirements of W.S. 15-1-402 for the following reasons:

1. The annexation of the area is for the protection of health, safety, and welfare of the persons residing in the area and in the City because public utilities, including water and/or sewer, will be made available to the property.
2. The urban development of the area will constitute a natural, geographical, economical, and social part of the City because the area is adjacent to properties currently located within the City limits of Casper. The area is not isolated by any natural or man-made features and is a natural extension of the City limits.
3. The annexation of the area is a logical and feasible addition to the City and the extension of basic and other services customarily available to the residents of the City can reasonably be furnished to the area because the area is adjacent to properties currently being served by City services. The area can be serviced without the need for additional City-funded infrastructure such as water trunk lines, booster stations, or storage tanks. The City of Casper will not have to expend capital dollars on emergency response or public works equipment, nor hire additional personnel to serve this area.
4. The annexation of the area is contiguous with and adjacent to the City limits.
5. The City does not operate its own electric utility. Rocky Mountain Power will provide electric service for the area, as they do for the balance of the City of Casper.
6. All of the conditions required and set forth in Wyoming State Statute 15-1-402(c) exist and the required procedures for the annexation of the area have been met. This annexation report was prepared pursuant to Wyoming State Statute 15-1-402(c) and will be disseminated to affected landowners and utility companies according to Wyoming Law.

7. The time and place for the public hearing to determine whether or not the proposed annexation complies with Wyoming State Statute 15-1-402 will be published in the Casper Star Tribune twice; a minimum of 15-days prior to the final public hearing, and notice will be given as provided by Wyoming State Statute 15-1-405.

SERVICES TO BE PROVIDED BY THE CITY OF CASPER AND ESTIMATED COSTS.

Properties located within the City of Casper benefit from all the programs and services of local government. For purposes of this study, the ten departments or divisions that will provide direct, basic services to the property have been considered, to gain a tangible measure of service costs.

The cost of most City services per property were derived by dividing each department's FY 2014 budget by the number of properties in the City of Casper (obtained from Public Utility Billing). According to the Public Utilities Division, there are approximately 20,011 residential properties and 1,619 commercial properties, for an approximate total of 21,630 properties in Casper.

POLICE DEPARTMENT:

The Casper Police Department will provide law enforcement services, which consist of answering calls for service and patrolling the proposed Addition. Presently, there are approximately 228 properties per sworn officer in Casper. Based on the total budget for the Police Department and the approximate 21,630 properties served in the City of Casper, it is estimated that the cost to provide Police service is \$557 for each property in the City (\$12,052,884 current Police Department budget, divided by 21,630 properties in the City).

The Casper Police Department will not have to make any departmental changes in terms of personnel, equipment or vehicles that involve additional costs as a result of this annexation. The annexation will result in the creation of four (4) new lots; therefore, the total estimated cost for providing Police Department service to this area is \$2,228 per year (\$557 x 4 new properties/lots). Police service will be available immediately upon the completion of the annexation of the area.

FIRE DEPARTMENT:

The Casper Fire Department provides fire / EMS services, which consist of answering calls for emergency services. Presently, there are 285 properties per sworn fireman in Casper. It is estimated that the cost to provide fire service is \$387 for each property in Casper (\$8,375,702 current Fire Department budget, divided by 21,630 properties).

The Casper Fire Department will not have to make any departmental changes in terms of personnel, equipment or vehicles that involve additional costs as a result of this annexation. The annexation will result in the creation of four (4) new lots; therefore, the total estimated cost for providing Fire Department service to this area is \$1,548 per year (\$387 x 4 new properties/lots). Fire service will be available immediately upon the completion of the annexation of the area.

STREET DIVISION:

The Casper Street Division provides services such as road maintenance, snow-plowing and snow removal. It is estimated that the cost to provide Street Division service is \$200 for each property in the City (\$4,326,006 current Street Division budget, divided by 21,630 properties).

The Street Division will not incur additional capital costs as a result of this annexation. The Street Division will not need to hire additional personnel or purchase additional equipment to service this property. The annexation will result in the creation of four (4) new lots; therefore, the total estimated cost for providing Street Division service to this area is \$800 per year (\$200 x 4 new properties/lots). Street service will be available immediately upon the completion of the annexation of the area.

PUBLIC UTILITIES DIVISION (WATER AND SEWER):

The Public Utilities Division provides services such as water and sewer service, main maintenance, meter reading, hydrant flushing, meter replacement, and service line installation. The Public Utilities Division is an Enterprise Account and is totally self-funded through various fees.

The City will not incur any additional capital costs associated with providing water and sewer service to the area. There is no new publicly-funded infrastructure required to serve the area, such as storage tanks, booster stations, lift stations or water trunk lines. There will not be additional operational costs. All costs to provide water and sewer service to the area should be equal to revenues generated by the property. Public Utilities service will be available immediately upon the completion of the annexation of the area.

SANITATION DIVISION:

The Sanitation Division provides weekly garbage collection and disposal services. The Sanitation Division is an Enterprise account, which means that the service is entirely paid for by user fees and is not funded out of the City general fund. All sanitation costs should equal the revenues generated by the users. Sanitation service will be available immediately upon the completion of the annexation of the area.

PARKS DIVISION:

There will not be any new parkland associated with the annexation of this property, and therefore, no additional cost to the City for improvements, maintenance or upkeep.

COMMUNITY DEVELOPMENT DEPARTMENT:

The Planning, Building, and Code Enforcement Divisions provide services related to the inspection of structures as they are constructed, response to citizen complaints regarding violations of the Municipal Zoning Code, permitting and licensing contractors, and future land-use planning for the area. The estimated cost to provide Planning, Building, and Code Enforcement service is \$87 for each property in Casper (\$1,871,501 current Planning/Building/Code Enforcement budget, divided by 21,630 properties).

The Community Development Department will not need to make any changes that will involve any additional costs as a result of the annexation of the area. The staffing level and current equipment are adequate to absorb the workload. The annexation will result in the creation of four (4) new lots; therefore, the total estimated cost to the City for providing Planning, Building and Code Enforcement service to this area is \$783 per year (\$348 x 4 new properties/lots). The Community Development Department will collect revenue from the four (4) new lots in the form of building permit application fees. The average building permit fee for a single-family home is in the range of \$1,200. Community Development Department service will be available immediately upon the completion of the annexation of the area.

TRAFFIC DIVISION:

The Traffic Division provides services such as traffic sign installation, streetlight repair, and traffic signal maintenance. It is estimated that the cost to provide Traffic Division service is \$64 for each property in the City (\$1,374,377 current Traffic Division budget, divided by 21,630 properties).

The Traffic Division will not require any additional staff or equipment in order to provide Traffic Division service to this subdivision. The annexation will result in the creation of four (4) new lots; therefore, the total estimated cost to the City for providing Traffic Division service to this area is \$256 per year (\$64 x 4 new properties/lots). Traffic Division service will be available immediately upon the completion of the annexation of the area.

ENGINEERING DIVISION:

The Engineering Division provides services such as the permitting of curb cuts, public utility locating, investigating of drainage concerns, surveying, and oversight of capital construction projects. It is estimated that the cost to provide Engineering Division service is \$62 for each property in the City (\$1,343,246 current Engineering Division budget, divided by 21,630 properties).

Current Engineering Division staff levels and equipment are adequate to absorb the work generated by the Addition. There will be no significant cost increase to the Engineering Division as a result of the annexation of the area. The annexation will result in the creation of four (4) new lots; therefore, the total estimated cost to the City for providing Engineering Division service to this area is \$248 per year (\$62 x 4 new properties/lots). Engineering Division service will be available immediately upon the completion of the annexation of the area.

SOURCES OF REVENUE

The City's services to properties are funded through a number of sources. As indicated above, the enterprise fund services (water, sewer, and sanitation) are paid by the actual user fees collected. The remaining City services to properties, which are paid out of the general fund, are supported in part by property taxes, as well as mineral/other taxes, and licenses/fees. The largest sources of general fund revenue for the City are sales tax (50%), mineral taxes (18%), and franchise fees (10%). Property taxes (7%) account for a relatively minor portion of general fund revenue. It is generally accepted that given the current tax structure, residential properties do not generate sufficient property taxes to offset the expense to provide them with City services; whereas commercial properties typically generate higher property taxes, as well as sales taxes, to more-adequately cover the cost of City services.

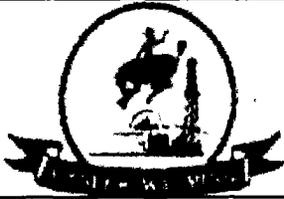
County land generates property tax at a rate of 65 Mills, with none of the monies collected being paid to the City. When an area is annexed to the City, the Mill Levy changes to 72.9 Mills. Of this, the City receives 8 Mills, or 11% of the total property tax collected. The largest benefactor of property tax revenue is the School District, which receives 32.5 Mills, or approximately 44% of the property tax collected.

CONCLUSION

The property being annexed will receive the same services that other properties within the City receive once it's annexed. The City can provide these services without additional staff, equipment or publicly-funded facility expansion. The 1.467-acre parcel of the proposed Wolf Creek Nine Addition is adjacent to properties that are already benefitting from City services; therefore, the property can be absorbed into the City of Casper without any noticeable financial or operational effect.

APPENDIX

1. PETITION FOR ANNEXATION.
2. VICINITY MAP OF AREA TO BE ANNEXED.
3. PLAT
4. TAX LEVIES FOR NATRONA COUNTY.
5. UTILITY COMPANY ADDRESSES.



City of Casper Planning Division

Petition for Annexation Application

PETITIONER'S INFORMATION:

NAME: Mesa Development Inc. - Randy Hall, President
 ADDRESS: 550 North Poplar Street, Casper, WY 82601
 TELEPHONE: 234-2385 EMAIL: rshall@ccim.net

HEREBY PETITION THE CITY OF CASPER FOR ANNEXATION OF THE FOLLOWING:

PROPOSED NAME OF SUBDIVISION: Wolf Creek 9
 ADDRESS: _____
 LEGAL DESCRIPTION OF LAND TO BE ANNEXED (Provide Map): See Attached Exhibit.
Portions of the SW1/4NW1/4 Section 19, T33N, R79W

SIZE OF PROPOSED SUBDIVISION (Sq Ft/Acres): 20.18 Acres



NUMBER OF LOTS AND BLOCKS: 72 Lots
 PRESENT ZONING: Urban - AG PROPOSED ZONING: R2
 PRESENT LAND USE: Vacant - Drainage
 PROPOSED LAND USE: Single Family Dwellings and Drainage/Detention Pond

PROPERTY IS CONTIGUOUS WITH THE CASPER CITY LIMIT: X YES NO
 IS PROPOSED ANNEXATION AREA INCLUDED IN, OR A PART OF AN ESTABLISHED IMPROVEMENT AND SERVICE DISTRICT UNDER THE WYOMING IMPROVEMENT AND SERVICE DISTRICT ACT (W.S. 18-12-101 ET SEQ.)? If so, please describe (on reverse).

Pursuant to Section 16.12.040 of the Casper Municipal Code all petitions for annexation shall be required to have an executed water and sewer agreement or have made suitable arrangements for service with the City prior to the annexation being approved by the Council.
 The following owner's signature signifies that all information on the application is accurate and correct to the best of the owner's knowledge, and that the owner has thoroughly read and understands all application information and requirements.

SIGNATURE OF PROPERTY OWNER: *Randy Hall* President

SIGNATURE OF PROPERTY OWNER: _____

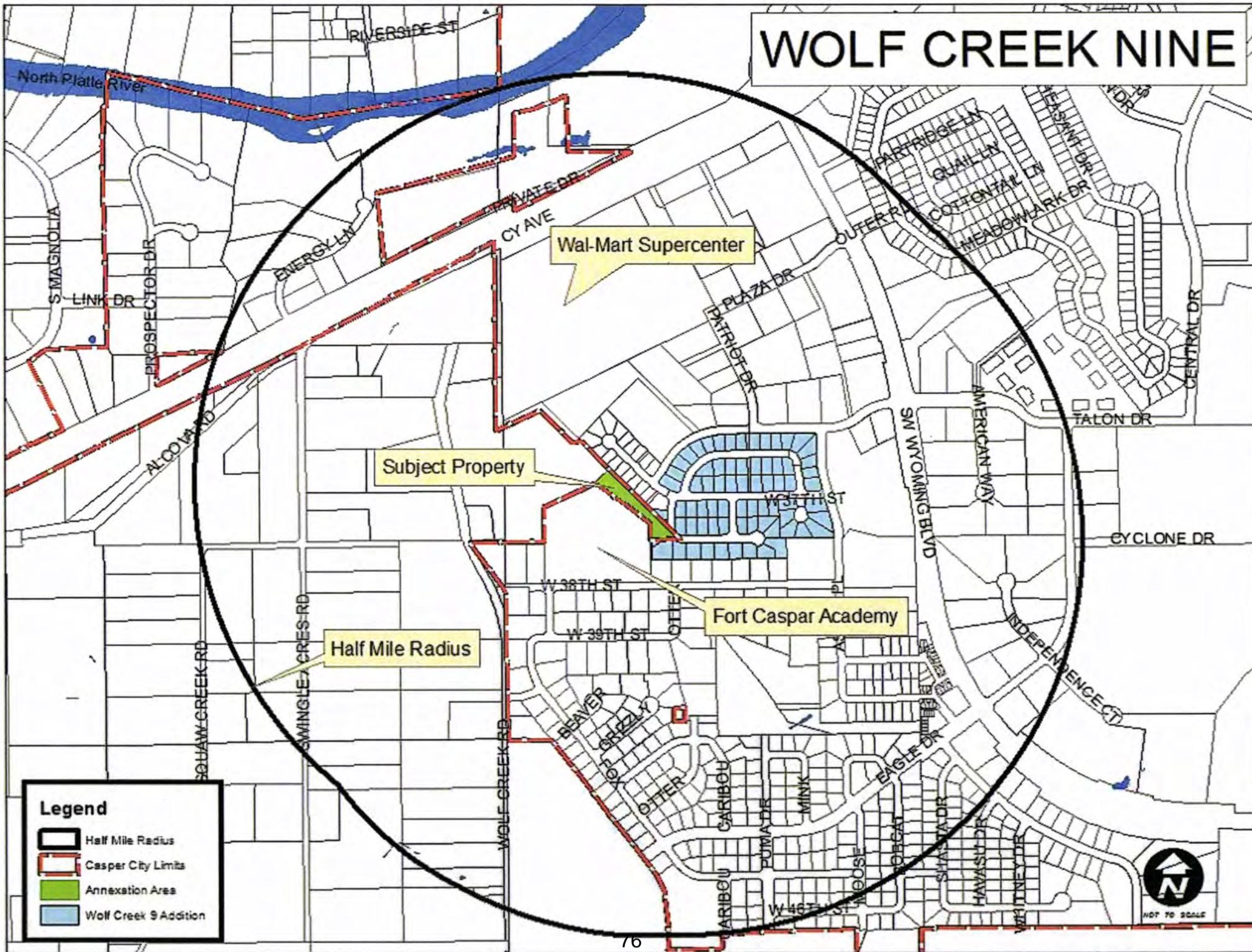
DATE: 4/24/14

SUBMIT TO:
 Community Development Department
 Planning Division
 200 N David, RM 203
 Casper, WY 82601
 Phone: 307-235-8241
 Fax: 307-235-8362
 www.casperwy.gov

- COMPLETE SUBMITTAL NEEDS TO INCLUDE:**
- COMPLETED APPLICATION INCLUDING ORIGINAL SIGNATURES
 - \$600 APPLICATION FEE & PROOF OF OWNERSHIP
 - ANNEXATION MAP/PLAT
 - EVIDENCE OF CITY WATER/SEWER ARRANGEMENTS

FOR OFFICE USE ONLY:
 DATE SUBMITTED:
4/25/14
 REC'D BY: ch

WOLF CREEK NINE



Wal-Mart Supercenter

Subject Property

Fort Caspar Academy

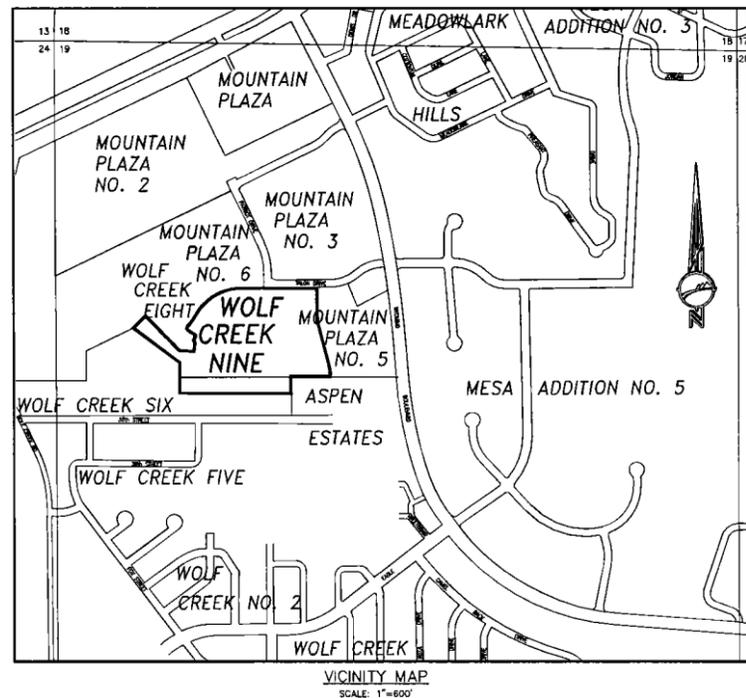
Half Mile Radius

Legend

- Half Mile Radius
- Casper City Limits
- Annexation Area
- Wolf Creek 9 Addition



PLAT OF
"WOLF CREEK NINE"
 AN ADDITION TO THE CITY OF CASPER, WYOMING
 A VACATION & REPLAT OF TRACT A IN WOLF CREEK EIGHT,
 AN ADDITION TO THE CITY OF CASPER, WYOMING
 A VACATION & REPLAT OF LOTS 2 & 3 & 4 AND W. 37TH STREET
 IN MOUNTAIN PLAZA ADDITION NO. 5 TO THE CITY OF CASPER, WYOMING
 AND AN ANNEXATION OF A PORTION OF THE SW1/4NW1/4,
 SECTION 19, TOWNSHIP 33 NORTH, RANGE 79 WEST OF THE 6TH P.M.
 AND BEING A SUBDIVISION OF PORTIONS OF
 THE S1/2NW1/4 & N1/2SW1/4, SECTION 19
 TOWNSHIP 33 NORTH, RANGE 79 WEST
 SIXTH PRINCIPAL MERIDIAN
 NATRONA COUNTY, WYOMING
 PAGE 1 OF 2



APPROVALS

APPROVED: Community Planning Commission of Casper, Wyoming this _____ day of _____, 2014 and forwarded to the City Council of Casper, Wyoming with recommendation that said plat be approved.

Secretary _____ Commission Chairman _____

APPROVED: City Council of the City of Casper, Wyoming by Ordinance No. _____ duly passed, adopted and approved on the _____ day of _____, 2014.

Attest: _____ Mayor _____
 City Clerk _____

INSPECTED AND APPROVED on the _____ day of _____, 2014. _____ City Engineer

INSPECTED AND APPROVED on the _____ day of _____, 2014. _____ City Surveyor

Filed for Record in the Office of the County Clerk of Natrona County, Wyoming this _____ day of _____, 2014.

Notary Public _____

SURVEYORS CERTIFICATE

I, Steve M. Castle, a Professional Land Surveyor, 6010, do hereby certify that this plat was made from notes taken during an actual survey made by me or under my direct supervision during the months of May, 2009 through April, 2014 and that this plat, to the best of my knowledge and belief, correctly and accurately represents said survey.

Steve M. Castle, 6010 L.S.

CERTIFICATE OF DEDICATION

Randall S. Hall, President of Mesa Development Inc. hereby certifies that they are the owners and proprietors of the foregoing vacation & replat of tract A in Wolf Creek Eight an addition to the City of Casper, Wyoming a vacation & replat of Lots 2 & 3 & 4 and W. 37th Street in Mountain Plaza Addition No. 5 to the City of Casper, Wyoming and an annexation of 1.467 acres of a portion of the SW1/4NW1/4, Section 19, Township 33 North, Range 79 West of the 6th P.M. and being a subdivision of portions of the S1/2NW1/4 & N1/2SW1/4, Section 19 Township 33 North, Range 79 West Sixth Principal Meridian Natrona County, Wyoming and being more particularly described by metes and bounds as follows:

Beginning at the southwesterly corner of the Parcel being described and the northwesterly corner of Lot 5, Block 3, Wolf Creek Six addition to the City of Casper and the southwesterly corner of said Tract A, Wolf Creek Eight and a point in the easterly line of Lot 4, Block 3, Wolf Creek Six addition to the City of Casper; thence from said Point of Beginning and along the westerly line of said Tract A, Wolf Creek Eight and the easterly line of said Lot 4, Block 3, Wolf Creek Six, N0°02'32"E, 132.07 feet to a point; thence continuing along the easterly line of said Lot 4, Block 3, Wolf Creek Six, N0°02'19"E, 112.79 feet to the northeasterly corner of said Lot 4, Block 3, Wolf Creek Six; thence along the northeasterly line of said Lot 4, Block 3, Wolf Creek Six, N53°14'28"W, 455.92 feet to the most northerly corner of said Lot 4, Block 3, Wolf Creek Six; thence, N45°33'56"E, 135.40 feet to a point in and intersection with the southwesterly line of Lot 12, Wolf Creek Eight; thence along the southwesterly line of Lot 12, Lot 13, Lot 14, Lot 15, Lot 16, Lot 17, Tract B and Lot 18, Wolf Creek Eight, S44°25'04"E, 383.72 feet to the southwesterly corner of said Lot 18, Wolf Creek Eight; thence along the southerly line of said Lot 18, Wolf Creek Eight, S85°33'51"E, 111.48 feet to the southeasterly corner of said Lot 18, Wolf Creek Eight and the beginning of a non-tangential curve; thence along the easterly line of said Lot 18, Wolf Creek Eight and the arc of a true curve to the right and having a radius of 390.00 feet, and the long chord of which bears N9°05'55"E, 63.41 feet, through a central angle of 9°19'33", 83.48 feet to a point of reverse curve; thence along the arc of a true curve to the left and having a radius of 20.00 feet, and the long chord of which bears N26°27'00"W, 25.82 feet, through a central angle of 90°23'22", 28.07 feet to a point in and intersection with the southerly right-of-way line of Dancing Wolf Drive; thence across said Dancing Wolf Drive, N23°20'19"E, 50.00 feet to a point in and intersection with the northerly right-of-way line of said Dancing Wolf Drive and the beginning of a non-tangential curve; thence along the northerly right-of-way line of said Dancing Wolf Drive and the arc of a true curve to the right and having a radius of 250.00 feet, and the long chord of which bears N58°02'53"W, 74.88 feet, through a central angle of 17°13'35", 75.16 feet to a point of compound curve; thence along the arc of a true curve to the right and having a radius of 20.00 feet, and the long chord of which bears N35°12'23"W, 28.57 feet, through a central angle of 91°09'24", 31.82 feet to a point in and intersection with the southerly right-of-way line of Talon Drive and a point of reverse curve; thence along the southerly right-of-way line of said Talon Drive and the arc of a true curve to the left and having a radius of 475.00 feet, and the long chord of which bears N35°22'28"E, 105.03 feet, through a central angle of 12°41'42", 105.24 feet to a point of reverse curve; thence along the arc of a true curve to the right and having a radius of 425.00 feet, and the long chord of which bears N59°24'57"E, 429.99 feet, through a central angle of 60°46'41", 450.83 feet to a point of tangency; thence, N89°48'18"E, 585.07 feet to the beginning of a curve; thence along the easterly line of Lot 2, Mountain Plaza Addition No. 5 addition to the City of Casper and along the arc of a true curve to the right and having a radius of 17.50 feet, and the long chord of which bears S45°11'47"E, 24.75 feet, through a central angle of 89°59'50", 27.49 feet to a point of tangency; thence along the westerly line of Aspen Place, S01°52"E, 194.32 feet to the beginning of a curve; thence along the westerly line of Aspen Place and the arc of a true curve to the left and having a radius of 330.00 feet, and the long chord of which bears S72°5'46"E, 83.27 feet, through a central angle of 14°29'48", 83.49 feet to a point of tangency; thence along the westerly line of Aspen Place, S14°41'40"E, 328.84 feet to the beginning of a curve; thence along the arc of a true curve to the right and having a radius of 270.00 feet, and the long chord of which bears S5°57'30"E, 82.02 feet, through a central angle of 17°28'20", 82.34 feet to a point of tangency; thence, S2°46'40"W, 9.48 feet to a point in and intersection with the northerly line of Lot 3, Aspen Estates Addition to the City of Casper; thence along the northerly line of said Lot 3, Aspen Estates Addition, N89°58'50"W, 315.46 feet to the northwesterly corner of said Lot 3, Aspen Estates Addition; thence along the westerly line of said Lot 3, Aspen Estates Addition, S0°35'32"E, 133.52 feet to the northeasterly corner of Lot 11, Block 3, of said Wolf Creek Six; thence along the northerly line of Lot 11, Lot 10, Lot 9, Lot 8, Lot 7, Lot 6 and Lot 5, Block 3 said Wolf Creek Six, N89°57'37"W, 887.74 feet to the Point of Beginning and containing 20.18 acres, more or less.

The subdivision of the foregoing described lands is with the free consent and in accordance with the desires of the above named owners and proprietors. All streets as shown hereon are hereby or were previously dedicated to the use of the public. Utility easements as shown hereon are hereby reserved for the purposes of construction, operation and maintenance of utility lines, conduits, vaults, pedestals, and other utility appurtenances as required for the proper development of said subdivision. Storm sewer easements as shown hereon are hereby reserved for the purposes of construction, operation and maintenance of storm sewer lines and manholes as required for the proper development of said subdivision. Public access easements as shown hereon are hereby reserved for the purposes of construction, operation and maintenance of pedestrian pathways as required for the proper development of said subdivision. Landscape and utility easements as shown hereon are hereby reserved for the purposes of construction, operation and maintenance of utility lines, conduits, vaults, pedestals, other utility appurtenances and decorative landscaping as required for the proper development of said subdivision. Tract A as shown hereon is hereby dedicated to the use of the public and is hereby reserved for the purposes of construction, operation and maintenance of a storm water detention reservoir, storm sewer piping and manholes, and a pedestrian pathway.

ACKNOWLEDGMENT

MESA DEVELOPMENT INC.
 P.O. BOX 51568
 CASPER, WYOMING 82805

RANDALL S. HALL, PRESIDENT

STATE OF WYOMING)
) SS
 COUNTY OF NATRONA)

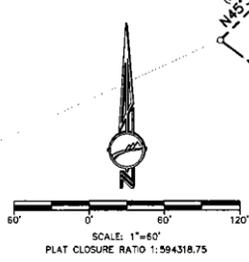
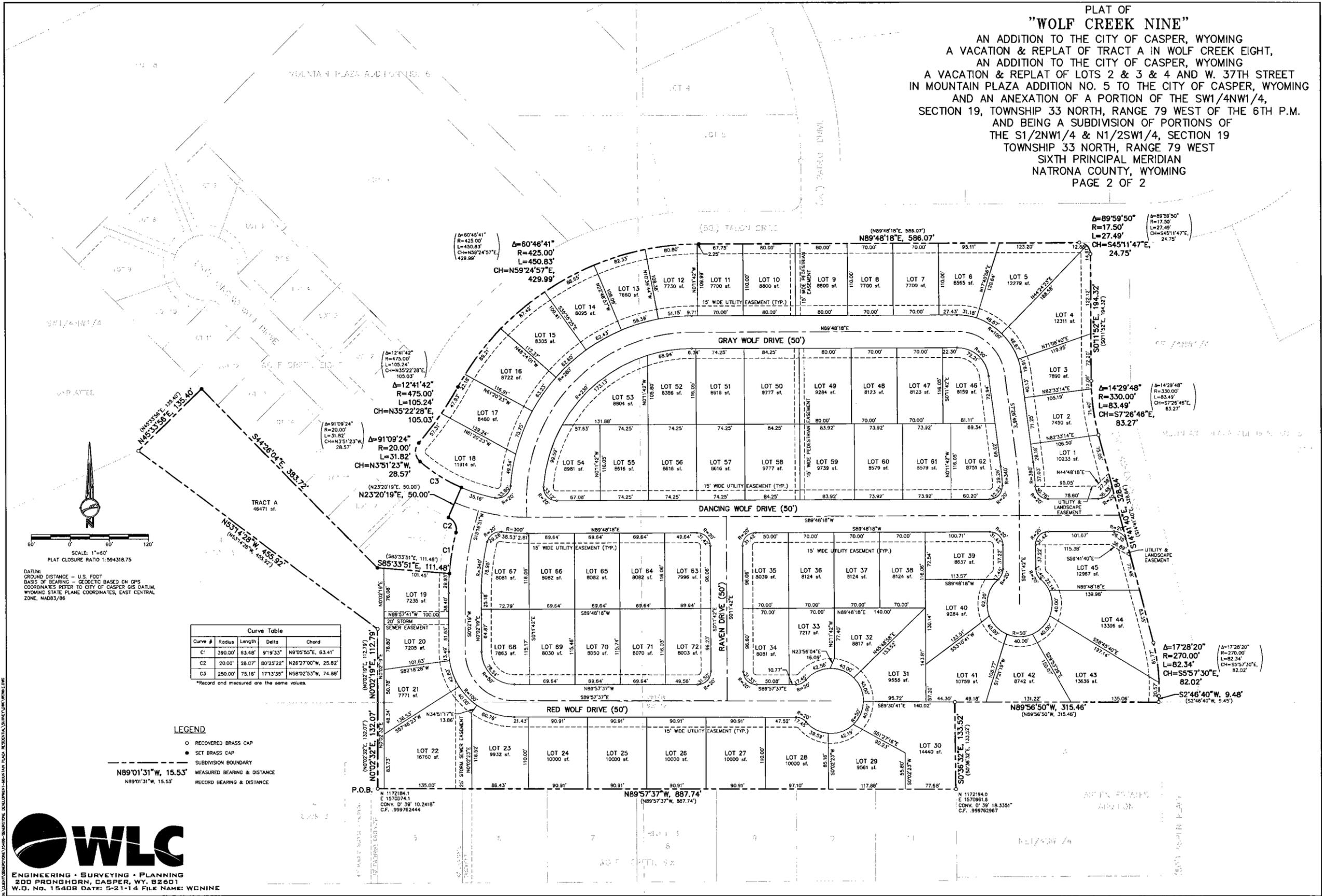
The foregoing instrument was acknowledged before me by RANDALL S. HALL, PRESIDENT this _____ day of _____, 20__.

Witness my hand and official seal.

My commission expires: _____ NOTARY PUBLIC _____



PLAT OF
"WOLF CREEK NINE"
 AN ADDITION TO THE CITY OF CASPER, WYOMING
 A VACATION & REPLAT OF TRACT A IN WOLF CREEK EIGHT,
 AN ADDITION TO THE CITY OF CASPER, WYOMING
 A VACATION & REPLAT OF LOTS 2 & 3 & 4 AND W. 37TH STREET
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 SIXTH PRINCIPAL MERIDIAN
 NATRONA COUNTY, WYOMING
 PAGE 2 OF 2



DATUM:
 GROUND DISTANCE - U.S. FOOT
 BASIS OF BEARING - GEODETIC BASED ON GPS
 COORDINATES REFER TO CITY OF CASPER GIS DATUM,
 WYOMING STATE PLANE COORDINATES, EAST CENTRAL
 ZONE, NAD83/86

Curve #	Radius	Length	Delta	Chord
C1	390.00'	83.48'	91°19'33"	N6°05'55"E, 63.41'
C2	20.00'	28.07'	80°23'22"	N26°27'00"W, 25.82'
C3	250.00'	75.16'	171°33'35"	N58°02'53"W, 74.88'

*Record and measured are the same values.

- LEGEND**
- RECOVERED BRASS CAP
 - SET BRASS CAP
 - - - SUBDIVISION BOUNDARY
 - - - MEASURED BEARING & DISTANCE
 - RECORD BEARING & DISTANCE

ENGINEERING • SURVEYING • PLANNING
 200 PRONGHORN, CASPER, WY. 82601
 W.D. NO. 15408 DATE: 5-21-14 FILE NAME: WCNINE

2013 TAX LEVIES FOR NATRONA COUNTY

TAXING DISTRICTS

District	CASPER	EDGERTON	EVANSVILLE	MIDWEST	MILLS	BAR NUNN	NPWS	CASPER MOUNTAIN	SD #1	
Dist #	0150	0151	0152	0153	0154	0155	0125	0121	0120	
State School Foundation Program	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000	
School District #1										
6 mill school levy	6.000	6.000	6.000	6.000	6.000	6.000	6.000	6.000	6.000	
Operating Levy	25.000	25.000	25.000	25.000	25.000	25.000	25.000	25.000	25.000	
Recreation Levy	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	
BOCES	0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500	
Bonds & Interest	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL SCHOOL DISTRICT	32.500	32.500	32.500							
Community College										
Operating Levy	4.000	4.000	4.000	4.000	4.000	4.000	4.000	4.000	4.000	
Additional Operating Levy	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	
BOCES	0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500	
Bonds & Interest	1.890	1.890	1.890	1.890	1.890	1.890	1.890	1.890	1.890	
TOTAL COMMUNITY COLLEGE	7.390	7.390	7.390							
Natrona County										
General Fund	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000	
TOTAL NATRONA COUNTY	12.000	12.000	12.000							
County Weed & Pest	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	
Municipal Levies	8.000	8.000	8.000	8.000	8.000	8.000				
Sewer, Water & Fire Bonds							8.000			
Fire Protection							3.000	3.000	3.000	
TOTAL LEVY FOR DISTRICT	72.890	72.890	72.890	72.890	72.890	72.890	75.890	67.890	67.890	

UTILITIES

Rocky Mountain Power

Attn: Leslie Blythe
2840 East Yellowstone Hwy
Casper, WY 82609

Century Link

Timothy Doyle
103 North Durbin Street
Casper, WY 82601
(307) 235-2479

Century Link

Tim Doyle
CenturyLink Engineer II
for Casper and Glenrock WY
4719 Ridge Rd
Cheyenne WY
Office# 307-771-6417
Cell# 307-509-9905

SourceGas

Kelly Spitz
1535 East Yellowstone
Casper, WY 82601
(307) 261-3321

**WOLF CREEK NINE
SUBDIVISION AGREEMENT**

This Subdivision Agreement ("Agreement") is made and entered into this 27th day of June, 2014 by and between the following parties:

1. The City of Casper of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").
2. Mesa Development, Inc., 550 North Poplar Street, Casper, Wyoming 82601 ("Owner").

Throughout this Agreement, City and Owner may be individually referred to as a "party" or collectively referred to as the "parties."

RECITALS

- A. Whenever the Public Services Director, City Engineer, Community Development Director, or other City official is mentioned in this Agreement, it shall be deemed to include their designees.
- B. Owner has applied to annex 1.467-acres of the SW1/4NW1/4, Section 19, T33N, R79W, 6th P.M., Natrona County, Wyoming, and to vacate and replat Tract A, Wolf Creek Eight Addition, and Lots 2, 3 and 4 and West 37th Street, Mountain Plaza Addition No. 5, to create the Wolf Creek Nine Addition.
- C. A plat of the Wolf Creek Nine Addition ("Addition") has been prepared by the Owner, and approved by the City of Casper, and shall be signed and recorded at the Natrona County Clerk's Office concurrently with this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

SECTION 1 – INCORPORATION OF RECITALS

The recitals set forth above are incorporated at this point as if fully set forth as part of this Agreement.

SECTION 2 - OBLIGATIONS OF OWNER

Upon written demand of the Council or the City Manager, the Owner, its heirs, successors, grantees or assigns, at their sole cost and expense, shall do, or cause to be done, the following:

2.1 Surveying:

- a. All subdivision corners shall be marked with 3¼ brass caps. These caps shall show the name of the surveyor or company making the survey, and the license number of the surveyor making the survey or certifying the survey. All PLSS corners shall be properly marked for identification as to the location as per Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors, shall be referenced if subject to destruction, and again shall show the proper identification and license of the certifying surveyor. A corner record shall be recorded as per Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors. A copy will be provided to the City upon recordation.
- b. Block and Lot corners, points of tangency (PT's) and points of curve (PC's) of all curves shall be marked by an iron pin not less than five-eighths (5/8) inches in diameter and not less than twenty-four (24) inches in length, with a brass or aluminum cap not less than 2 and one-half (2½) inches in diameter securely fastened to the top, unless otherwise impractical. These monuments will be set prior to the recording of the plat in the Office of the County Clerk unless approved by the City Surveyor.
- c. Said corners shall be in place for final inspection by the Public Services Director upon completion of the sidewalk (curbwalk), or curb and gutter.
- d. A digital copy of the Final Subdivision Plat shall be provided to the City, as required by the Casper Municipal Code ("Code"). No building permit shall be issued prior to the recording of the plat.

2.2 Construction Sequence:

Main water lines, sewer lines, storm sewer, streets, sidewalks, pavement overlays, and access drives shall be constructed in an orderly sequence, as the Addition is developed and built upon, so that there will be no gaps left in the paving, sidewalks, and other off-site improvements. Streets shall not be paved until all water lines, storm sewers, and property water and sewer services are in place and the ditches thereof properly backfilled and compacted, in accordance with City requirements. The Owner shall receive the approval of the Public Services Director prior to commencing any and all phases of construction.

2.3 Certification of Construction; Repair Obligations:

- a. All improvements shall be designed and inspected by a Wyoming registered professional engineer, who shall certify that the improvements, including, but not limited to, streets, curbs, gutter, sidewalks, paving, parkways, utility systems, storm sewers, street lighting, street signs and striping, etc., have been constructed in accordance with plans and specifications approved by the Public Services Director. The certification by the engineer and approval by the City shall be in writing. Approval of the construction plans by the Public Services Director is required before a building permit will be issued by the City.
- b. The Owner shall maintain, repair, and replace all improvements that fail within the warranty period as provided by the Code. This obligation includes maintenance, repair or replacement for any cause during such period, including acts of subcontractors. In the event the Owner fails to maintain, repair, or replace said improvements, City shall have the right but not the obligation, at its option, to maintain, repair, or replace the same and Owner agrees to pay for any cost incurred thereby. Maintenance, repair, or replacement by the City does not relieve the Owner from its obligation under this paragraph and shall not be construed to be an acceptance of the improvements by the City.

Upon issuance of a "letter of acceptance" by the Public Services Director pursuant to the Code, the City will assume ownership and the responsibility for the maintenance of the improvements. The Owner shall be responsible for the maintenance, repair and replacement of the improvements until the City issues its "letter of acceptance."

2.4 Underground Utilities and Street Lights:

All new utilities shall be located underground. All street lights shall be installed in compliance with Code street-lighting standards at the Owner's sole expense. Streetlight pole materials shall be as approved in writing by the Public Services Director.

2.5 Soils Analysis:

The Owner shall provide the Public Services Director with a soils analysis concurrently with the submittal of subdivision construction plans. Individual lot test bores may be required on each lot, with a soil analysis for the foundation design at the sole discretion of the Public Services Director. Test results, soil analyses and foundation designs shall be submitted to the Community Development Director.

2.6 Erosion Control Program:

The Owner shall submit, and have approved by the Public Services Director, a comprehensive erosion control program for the area disturbed during construction activities to mitigate the adverse effects of blowing dirt or dust, and water erosion on other properties in the immediate area before the issuance of an earthwork, road cut or grading permit pursuant to the Code. An erosion and sediment control permit shall be obtained from the Public Services Director prior to any earthwork taking place in the Addition.

The Owner shall post security for its erosion control as required by the Code, and in a form acceptable to the City. It shall be the obligation of the Owner to keep any security in full force and effect, as required by the Code. In addition, the Owner shall furnish proof of the same to the Public Services Director upon demand of the City.

2.7 Retaining Walls and Fences:

Any retaining walls constructed within the subdivision by the Owner shall be designed and certified by a Wyoming registered professional engineer. The design(s) shall be submitted to the Public Services Director and Community Development Director for written approval before a building permit will be issued. Said walls shall be constructed within the boundaries of each lot and not on the property lines. Maintenance of said walls shall be the responsibility of each individual lot owner. Provided, however, retaining walls and fences shall not be constructed on any drainage easements, or on any other ways depicted on any other recorded instrument without the approval of the Public Services Director.

2.8 Water and Sewer:

All water and sewer improvements shall be constructed in full compliance with the Code as it exists at the time of construction, including, but not limited to the following requirements:

- a. Curb boxes shall be left behind the sidewalk in front of each lot and the Owner shall protect, during the subsequent course of developing the Addition, valve boxes and curb boxes from damage, and be wholly responsible for the repair and replacement to the Public Services Director's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade, at the time the paving work is completed in the Addition.
- b. The Owner shall construct the necessary water lines and appurtenances up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by

the Public Services Director. Water line sizes shall be as determined by the Public Services Director.

- c. The Owner, at its cost, shall install water service lines in accordance with Code specifications to the property line so as to serve each lot or building site in the Addition.
- d. The Owner shall construct the necessary sewer lines up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Sewer sizes shall be as determined by the Public Services Director.
- e. The Owner, at its own cost, shall install sewer service lines, in accordance with Code specifications, to the property line so as to serve each lot or building site in the Addition.
- f. The Owner shall protect manhole covers and rings from damage in the course of constructing the line, and shall be solely responsible for repair or replacement to the Public Services Director's satisfaction. The Owner shall adjust such manhole rings and covers to finished grade. The Owner agrees to protect and save the City harmless from any loss or claim suffered by other sewer users to their real or personal property, and from personal injury or damages by reason of obstruction or damage to the sewer lines or any part thereof occasioned by present or future construction work on said Addition by the Owner. Said obligation shall continue until the sewer line and the system within the Addition is accepted by the Public Services Director by issuance of a "letter of acceptance." Provided, however, that acceptance of part of the system shall not relieve the Owner of the obligations herein imposed for the remaining improvements that have not been accepted within said Addition.
- g. Prior to the issuance of a building permit for any new structure, or prior to the issuance of a plumbing permit to connect existing buildings to the water and sewer systems, the then-existing water system investment charge (connection charge), sewer system investment charge (connection charge) and water meter charge shall be paid to the City. The Owner will also pay to the Central Wyoming Regional Water System Joint Powers Board the then current Regional Water System investment charge for each building to be served with water.
- h. All necessary water and sewer easements, in forms acceptable to the City, up to and through the subdivision shall be obtained by the Owner, which grant to the City the right of ingress and egress thereto for purposes of laying out, constructing, inspecting, maintaining and replacing water lines, sewer lines, its fire hydrants and other appurtenances.
- i. The Owner agrees to abide by all federal, state and local laws, rules and regulations regarding the use of its water and sewer facilities, and water and

sewer service, including, but not limited to, the Federal Pretreatment Regulations and all the Code sections relating to industrial pretreatment.

- j. At such time as said water and/or sewer mains are installed by the Owner and a "letter of acceptance" is issued by the Public Services Director, the City shall pursuant to the Code, reimburse the Owner twice the difference in material cost between an eight (8) inch water and/or sewer main, or larger size if required by the development, and the required oversized main pursuant to the Code, as amended. Such reimbursement will be determined by the City based upon its most recent applicable material costs at the time of the Agreement execution. Reimbursement will only be based on oversizing of water and sewer mains larger than the size required by system analysis and approved by the Public Services Director.

2.9 Easements for all Utilities, Bikeways and Pedestrian Pathways:

Easements for all utilities and future bikeway/pedestrian pathways and access, in recordable forms acceptable to the City, must be provided prior to application for a permit to construct being made to City.

2.10 Street and Traffic Signs and Controls:

Owner shall pay for the cost and installation of all necessary on and off-site street and traffic control signage, signs signifying the street names, street striping, crosswalk striping, and traffic calming devices, as determined by the Public Services Director in his sole discretion.

2.11 Security Requirements:

In addition to and separate from the security required for erosion control, Owner shall comply with all Code requirements for all other security and surety requirements as set forth in the Code, including, but not limited to the financial surety and security for the project, landscaping and warranty period.

2.12 Record Drawings:

- a. Owner shall submit "as-built" record documents for paving, drainage, water and sewer to City prior to the issuance of the certificate of occupancy. Reproducible hard copy drawings shall be in the form of one (1) set of 4 mil Mylar, 24" x 36" labeled as "Record Drawings" and dated. Record Drawings shall also be provided on electronic media in Adobe (pdf) format and in AutoCAD format or other format specified by Owner. Record documents shall be submitted on CDs, or other media as directed by Owner, labeled as "Record Drawings" and include the project name, City of Casper project number and date.
- b. All digital files necessary for correct plotting of the final record drawings in the AutoCAD version, such as external references, pen assignments, images, etc.

shall be provided. Any x-refs or other files that can be, shall be incorporated into the final drawings to minimize the manipulation necessary for plotting.

2.13 Completion of Infrastructure Improvements Prior to Certificate of Occupancy:

All required on-site and off-site improvements shall be completed and approved by the Public Services Director prior to the issuance of the first certificate of occupancy unless otherwise designated in this Agreement.

2.14 Other Costs in Separate Agreements:

If any recapture costs, costs for a drainage basin or sub-basin wide stormwater management program are applicable to this Subdivision, those costs shall be allocated in a separate exhibit attached to this Agreement. Failure of any such exhibit to be attached to this Agreement shall not relieve the Owner of its obligation to pay its proportionate share of those costs.

2.15 Stormwater, Flooding and Letters of Map Revisions:

- a. Owner shall comply with and pay for all costs associated with any Stormwater Pollution Prevention Plan, Letter of Map Revision (LOMR), or other related requirements of Wyoming DEQ, Federal Emergency Management Agency (FEMA) or any other agency that has jurisdiction over the real property in impacted by this Agreement.
- b. Owner shall provide the City with copies of all Stormwater Pollution Prevention Plan elements as reviewed and approved by Wyoming DEQ; any LOMR, along with the necessary submittals to update flood mapping in accordance with FEMA requirements, and documentation of Base Flood Elevations.
- c. All requirements of this section shall be met prior to issuance of a permit to construct subdivision improvements.

2.16 Other Requirements:

- a. All lots with lot frontages on Talon Drive and Aspen Place shall face the homes/structures toward Gray Wolf Drive. Vehicular access to the lots from Talon Drive and Aspen Drive shall be prohibited.

SECTION 3 - OBLIGATIONS OF CITY

The City shall issue a building permit and certificate of occupancy for the buildings in the Addition upon performance by the Owner of the conditions set forth herein, and upon Owner's compliance with all applicable Code requirements. All building permits will be issued by the Community Development Director in accordance with the Code.

SECTION 4 - REMEDIES

In the event the Owner fails to do, or fails to cause to be done, any of the requirements set forth in this Agreement in an expeditious manner, the City may, at its option, do any or all of the following:

- a. Refuse to issue any building permits or certificates of occupancy to any person, including the Owner, or its heirs, successors, assigns and grantees.
- b. After written notice to the Owner of any public improvements which have not been completed or properly completed, and upon Owner's failure to cure the same within a reasonable period of time, the City may complete any and all of the public improvements required by this Agreement by itself or by contracting with a third party to do the same. In the event the City elects to complete said improvements, or contracts with a third party to do so, the Owner agrees to pay any and all costs resulting therefrom upon demand by the City.

The remedies provided in this section are in addition to any other remedies specifically provided for in this Agreement, or which the City may otherwise have at law or in equity, and are not a limitation upon the same. The Owner further agrees to pay all reasonable attorneys' fees, court costs, and litigation costs in the event the City is required to enforce the provisions of this Agreement in a court of law.

SECTION 5 – GENERAL PROVISIONS

- a. Successors and Assigns: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property that is the subject matter of this Agreement. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.
- b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

- d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.
- e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.
- f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.
- g. No Third-Party Beneficiary Rights: The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.
- h. Severability: If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid, illegal or otherwise unenforceable, that provision or portion of the provision will be severed and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement.
- i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Mesa Development, Inc.
550 North Poplar Street
Casper, Wyoming 82601

City of Casper
Attn: Community Development Director
200 North David
Casper, WY 82601
Fax: 307-235-8362

- j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.
- k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion and acceptance of the services and termination or completion of the Agreement.
- l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.
- m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in the State of Wyoming, properly registered and not delinquent with the Secretary of State.
- n. Term: At the time the Owner files for a permit to construct, the then applicable code provisions shall apply for the life of the permit or under an extension that is approved by the Public Services Director. If the Owner fails to file for a permit to construct at the time of platting, all applicable provisions of the Code that have changed since the execution of this Agreement shall be required of the Owner at the time of permit application, and the City at its sole discretion may require a new Subdivision Agreement and/or the replatting of property. Provided, however, Code amendments pertaining to the health and safety of the public shall be complied with by the Owner during the term of this Agreement, regardless of the validity of the permit to construct.

The parties hereby enter into this Agreement on the day and year first written above.

APPROVED AS TO FORM:

Walbe Thembet

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V.H. McDonald
Clerk

Paul L. Meyer
Mayor

WITNESS:

OWNER
Mesa Development, Inc.

By: Dee Hardy

By: [Signature]

Printed Name: Dee Hardy

Printed Name: Randall S. Hall

Title: Administrative Assistant II

Title: President

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this _____ day of _____, 2014 by Paul L. Meyer as the Mayor of the City of Casper.

(Seal, if any)

(Signature of notarial officer)

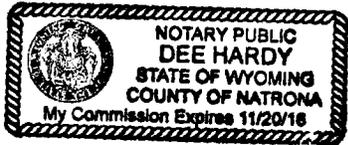
Title (and Rank)

[My Commission Expires: _____]

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me on this 27th day of June, 2014 by Randall S. Hall as the President of Mesa Development, Inc.

(Seal, if any)



Dee Hardy
(Signature of notarial officer)

Notary
Title (and Rank)

[My Commission Expires: 11/20/16]

RESOLUTION NO. 14-213

A RESOLUTION FINDING FACTS PURSUANT TO WYOMING STATUTE 15-1-402 REGARDING THE ANNEXATION OF 1.467-ACRES, LOCATED IN AND BEING A PORTION OF THE SW1/4NW1/4, SECTION 19, T33N, R79W, 6TH P.M., NATRONA COUNTY, WYOMING, BEING INCORPORATED INTO THE WOLF CREEK NINE ADDITION

WHEREAS, the hearing to determine whether the above described area is eligible for annexation and otherwise meets the requirements of Wyoming State Statute 15-1-402 was properly set for hearing before the Casper City Council, notice thereof being properly published and given pursuant to Wyoming State Statute 15-1-405; and,

WHEREAS, the City Council, pursuant to Wyoming State Statute 15-1-402, is required to consider and make certain findings prior to the 1.467-acre parcel being eligible for annexation.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the following findings of facts have been and are hereby found, based on the record in this matter, by the governing body of the City of Casper.

1. The annexation of the area is for the protection of health, safety, and welfare of the persons residing in the area and in the City because public utilities, including water and sewer, will be made available to the property owners.
2. The urban development of the area will constitute a natural, geographical, economical, and social part of the City because the area is adjacent to properties currently located within the City limits of Casper. The area is not isolated by any natural or man made features and is a natural extension of the City limits.
3. The annexation of the area is a logical and feasible addition to the City and the extension of basic and other services customarily available to the residents of the City can reasonably be furnished to the area because the area is adjacent to properties currently being served by City services. The area can be serviced without the need for additional City-funded infrastructure such as water trunk lines, booster stations, or storage tanks. The City of Casper will not have to expend capital dollars on emergency response or public works equipment, nor hire additional personnel to serve this area.
4. The annexation of the area is contiguous with, and adjacent to the City limits.

5. The City does not operate its own electric utility. Rocky Mountain Power Company will provide electric service for the area, as they do for the balance of the City of Casper.
6. All of the conditions required and set forth in Wyoming State Statute 15-1-402(c) exist and the required procedures for the annexation of the area have been met. An annexation report was prepared pursuant to Wyoming State Statute 15-1-402(c) and was disseminated to affected landowners and utility companies according to Wyoming Law.
7. Legal notice specifying the date, time, and place for an August 19, 2014 public hearing to determine whether or not the proposed annexation complies with Wyoming State Statute 15-1-402 was published in the Casper Star-Tribune July 25, 2014 and July 29, 2014; and notice was given as provided by Wyoming State Statute 15-1-405.

PASSED, APPROVED, AND ADOPTED this ___ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V.H. McDonald
City Clerk

Paul L. Meyer
Mayor

ORDINANCE NO. 18-14

AN ORDINANCE APPROVING THE ANNEXATION OF A 1.467-ACRE PARCEL; A VACATION AND REPLAT OF TRACT A, WOLF CREEK EIGHT ADDITION, AND LOTS 2, 3 AND 4, AND WEST 37TH STREET, MOUNTAIN PLAZA ADDITION NO. 5, TO CREATE THE WOLF CREEK NINE ADDITION; AND A REZONING OF THE PROPOSED WOLF CREEK NINE ADDITION TO R-2 (ONE UNIT RESIDENTIAL); AND APPROVING THE WOLF CREEK NINE ADDITION SUBDIVISION AGREEMENT

WHEREAS, Mesa Development, Inc. has applied to annex a 1.467-acre portion of the SW1/4NW1/4, Section 19, T33N, R79W, 6th P.M., Natrona County, Wyoming; and,

WHEREAS, a petition requesting annexation has been signed by a majority of the landowners owning a majority of the area sought to be annexed, excluding public streets and alleys and tax exempt property, and submitted said petition to the City of Casper for approval pursuant to Section 15-1-403 of the Wyoming State Statutes, as amended; and,

WHEREAS, an annexation report shall be completed in accordance with Section 15-1-402 of the Wyoming State Statutes, as amended; and,

WHEREAS, Mesa Development, Inc. has applied to vacate and replat Tract A, Wolf Creek Eight Addition, and Lots 2, 3 and 4 and West 37th Street, Mountain Plaza Addition No. 5, together with the 1.467-acre parcel of property being annexed, to create the Wolf Creek Nine Addition; and,

WHEREAS, Mesa Development, Inc. has applied to rezone the proposed 20.18-acre Wolf Creek Nine Addition from Natrona County zoning classification C (Commercial) and City zoning classifications PUD (Planned Unit Development), OB (Office Business), and C-2 (General Business) to entirely R-2 (One Unit Residential); and,

WHEREAS, the City of Casper Planning and Zoning Commission recommended that the Council approve the annexation, the vacation and plat creating the Wolf Creek Nine Addition, and the rezoning of the same as R-2 (One Unit Residential), following a public hearing held on May 27, 2014; and,

WHEREAS, the Casper City Council, at its Work Session on June 24, 2014, directed that the street alignment requirements found in Section 16.16.060(B)(7) of the Casper Municipal Code be waived to allow for an approximately seventy-five (75) foot offset between Gray Wolf Drive and Red Wolf Drive, where they intersect with Dancing Wolf Drive, located in the Wolf Creek Nine Addition.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

The annexation of a 1.467-acre portion of the SW1/4NW1/4, Section 19, T33N, R79W, 6th P.M., Natrona County, Wyoming is hereby approved and said area is included within the corporate limits of the City of Casper and all rights, privileges, and duties pertaining to such inclusion shall apply to said development and the inhabitants thereof.

SECTION 2:

The vacation and plat creating the Wolf Creek Nine Addition, and the Wolf Creek Nine Subdivision Agreement, are hereby approved, and the Mayor is hereby authorized to execute, and the City Clerk to attest said agreement.

SECTION 3:

The above described zone change of the Wolf Creek Nine Addition to R-2 (One Unit Residential) is hereby approved.

SECTION 4:

This ordinance shall, pursuant to W. S. § 15-1-408, be in full force and effect on the 21st business day following third reading approval by the City Council, and following publication.

PASSED on 1st reading the 1st day of July, 2014.

PASSED on 2nd reading the 15th day of July, 2014.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the _____ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Paul L. Meyer
Mayor

ORDINANCE NO. 22-14

AN ORDINANCE AMENDING CHAPTER 2.64
OF THE CASPER MUNICIPAL CODE PERTAINING
TO THE REMOVAL OF OFFICIALS.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE
CITY OF CASPER, WYOMING:

Section 1: Section 2.64.005 of the Casper Municipal Code shall be amended to read as follows:

~~For the purposes of this chapter, the following words shall have the meanings respectively ascribed to them:~~

~~"For cause" means: when one of the following has happened to a councilman:~~

1. Gross and persistent delinquency in being absent from regular meetings of the council. Absence from three consecutive meetings without reasonable excuse shall be evidence of such delinquency;
2. Conviction of a felony;
3. Failing the residency requirements as defined in Casper Municipal Code Section 2.04.030;
4. Determination by a court having jurisdiction to be insane or mentally incompetent;
5. Conviction of a crime involving moral turpitude or constituting a breach of oath of office;
6. Refusing to take the oath of office or to give or renew an official bond if required by law;
7. Conviction of any CRIME law involving ethics OR MALFEASANCE; INCLUDING, BUT NOT LIMITED TO CONVICTION OF THE CRIME OF MALFEASANCE PURSUANT TO W.S. § 15-1-113(m), AS IT MAY, FROM TIME TO TIME, BE AMENDED;
8. ~~Conviction of any of~~ Violation of Wyoming State Statute Sections **9-13-101 ET SEQ.**, 12-4-103(a)(i), ~~15-1-113~~, 15-1-127, 15-1-128, or 16-6-118, or Casper Municipal Code Section 5.08.100(A)(1), AS THEY MAY, FROM TIME TO TIME, BE AMENDED;
9. VIOLATION OF ANY PROVISION OF THE PUBLIC SERVICE CODE OF ETHICS AS SET FORTH IN CHAPTER 2.60 OF THE CASPER MUNICIPAL CODE, OR VIOLATION OF ANY OTHER LAW OR ORDINANCE INVOLVING ETHICS, AS THEY MAY, FROM TIME TO TIME, BE AMENDED;
10. SEXUALLY HARASSMENT OF, WORKPLACE VIOLENCE ACT AGAINST, OR CREATION OF A HOSTILE WORK ENVIRONMENT FOR ANY AGENT OR EMPLOYEE OF THE CITY OF CASPER AS SET FORTH IN THE CITY OF

CASPER PERSONNEL RULES AND REGULATIONS MANUAL, DATED AUGUST 20, 2002, AS IT MAY, FROM TIME TO TIME, BE AMENDED.

Section 2: Section 2.64.010 of the Casper Municipal Code shall be amended to read as follows:

~~Any joint powers board member or other board member appointed by the Casper city council may be removed from office at will by a vote of a majority of all the elected members of the city council. Any city councilman may be removed from office, for cause, by a vote of a two third's majority of all members of the city council. The city council shall follow the procedures set forth in Section 2.64.020 of this chapter in removing any such appointee or councilman.~~

A. ANY JOINT POWERS BOARD MEMBER OR OTHER BOARD MEMBER APPOINTED BY THE CASPER CITY COUNCIL MAY BE REMOVED FROM OFFICE AT WILL AT ANY TIME BY A VOTE OF A MAJORITY OF ALL THE ELECTED MEMBERS OF THE CITY COUNCIL.

B. ANY CITY COUNCILMAN MAY BE REMOVED FROM OFFICE, FOR CAUSE, BY A VOTE OF A TWO-THIRD'S MAJORITY OF ALL MEMBERS OF THE CITY COUNCIL AFTER FOLLOWING THE PROCEDURES SET FORTH IN SECTION 2.64.020 OF THIS CHAPTER FOR THE REMOVAL OF ANY SUCH CITY COUNCILMAN.

Section 3: Section 2.64.020 of the Casper Municipal Code shall be amended to read as follows:

~~City council shall follow the hearing procedures of a contested case pursuant to the Wyoming Administrative Procedure Act (W.S. 16-3-101 et. seq.) in any removal proceeding pursuant to Section 2.64.010 of this chapter. However, such decision of city council shall not be appealable.~~

THE FOLLOWING PROCEDURES SHALL BE FOLLOWED FOR THE REMOVAL OF ANY CITY COUNCILMAN BY THE CASPER CITY COUNCIL FOR ANY OF THE "FOR CAUSE" REASONS SPECIFIED IN SECTION 2.64.005 OF THIS CHAPTER:

1. THE CITY COUNCIL MAY, BY A RESOLUTION **APPROVED BY A TWO-THIRDS MAJORITY VOTE OF ALL OF THE ELECTED MEMBERS OF THE CITY COUNCIL**, REFER ANY ALLEDGED "FOR CAUSE" CONDUCT TO AN INDEPENDENT HEARING OFFICER WHO SHALL BE A CURRENT MEMBER OF THE WYOMING STATE BAR ASSOCIATION. SAID HEARING OFFICER SHALL BE RETAINED BY THE CITY FOR HEARING THE ALLEGATIONS AS SPECIFIED, AND SET FORTH IN THE RESOLUTION.
2. THE HEARING OFFICER SHALL FOLLOW THE HEARING PROCEDURES OF A CONTESTED CASE PURSUANT TO THE WYOMING ADMINISTRATIVE PROCEDURE ACT (W.S. 16-3-101 *ET SEQ.*) IN ANY REMOVAL PROCEEDING.
3. RECOGNIZING THAT THE CASPER CITY ATTORNEY'S OFFICE HAS A CONFLICT OF INTEREST IN PROSECUTING THE CITY'S POSITION IN ANY SUCH HEARING, THE CITY SHALL BE REPRESENTED BY A SPECIAL CITY

ATTORNEY RETAINED BY THE CITY COUNCIL FOR THE PURPOSES OF THIS HEARING.

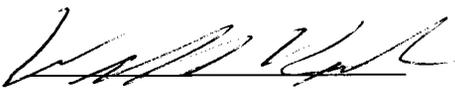
4. THE HEARING OFFICER SHALL STATE HIS OR HER FINDINGS IN WRITING AND WHETHER OR NOT "FOR CAUSE" EXISTS FOR THE REMOVAL OF SUCH COUNCILMEMBER, WHICH SHALL BE FORWARDED TO THE MEMBERS OF THE CASPER CITY COUNCIL WITHIN TEN (10) DAYS AFTER THE CONCLUSION OF THE HEARING. THE DECISION OF THE HEARING OFFICER SHALL BE APPEALABLE UNDER THE PROVISIONS OF THE WYOMING ADMINISTRATIVE PROCEDURES ACT,
5. UPON A FINAL DECISION BY THE HEARING OFFICER FINDING THAT THE ALLEDGED "FOR CAUSE" CONDUCT HAS OCCURRED, THE COUNCILMAN MAY BE REMOVED FROM OFFICE BY A TWO-THIRDS MAJORITY VOTE OF ALL OF THE ELECTED MEMBERS OF THE CITY COUNCIL. THE VOTE TO REMOVE A COUNCILMAN BY THE CITY COUNCIL IS A FINAL DECISION, SHALL NOT BE APPEALABLE, AND THE SEAT HELD BY SUCH COUNCILMAN SHALL BE VACATED.

PASSED on 1st reading the 5th day of August, 2014.

PASSED on 2nd reading the ____ day of _____, 2014.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the ____ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V. H. McDonald
City Clerk

Paul L. Meyer
Mayor

ORDINANCE NO. 21-14

AN ORDINANCE AMENDING CHAPTER 2.60
OF THE CASPER MUNICIPAL CODE
PERTAINING TO THE PUBLIC SERVICE
CODE OF ETHICS.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF
THE CITY OF CASPER, WYOMING:

Section 1:

That paragraph C of Section 2.60.100 of the Casper Municipal Code shall be amended to read as follows:

- C. Violation of any provisions of this code of ethics should raise conscientious questions for A CITY ~~the~~ councilman or other official or employee OF THE CITY ~~concerned~~ as to whether voluntary resignation or other action is indicated to promote the best interests of the city. ~~Violation by any appointed official, employee or councilman, may result in discipline up to and including termination or constitute a reason for suspension, removal from office or employment or other disciplinary action at the discretion of the appointing authority.~~

Section 2:

That a new paragraph D of Section 2.60.100 of the Casper Municipal Code shall be created to read as follows:

- D. VIOLATION OF THIS CHAPTER BY ANY EMPLOYEE OR APPOINTED OFFICIAL MAY RESULT IN DISCIPLINE UP TO AND INCLUDING TERMINATION OF EMPLOYMENT, CONSTITUTE A REASON FOR SUSPENSION OR REMOVAL FROM OFFICE, OR OTHER DISCIPLINARY ACTION AT THE DISCRETION OF THE HIRING OR APPOINTING AUTHORITY.

Section 3:

That a new paragraph E of Section 2.60.100 of the Casper Municipal Code shall be created to read as follows:

- E. A CITY COUNCILMAN VIOLATING ANY OF THE PROVISIONS OF THIS CODE OF ETHICS SHALL BE SUBJECT TO REMOVAL FROM OFFICE PURSUANT TO CHAPTER 2.64 OF THE CASPER MUNICIPAL CODE.

PASSED on 1st reading the 5th day of August, 2014.

PASSED on 2nd reading the ____ day of _____, 2014.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the ____ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V. H. McDonald
City Clerk

Paul L. Meyer
Mayor

ORDINANCE NO. 23-14

AN ORDINANCE AMENDING CERTAIN SECTIONS OF
TITLE 6 OF THE CASPER MUNICIPAL CODE PERTAINING
TO PERMISSIBLE OFF-LEASH AREAS.

WHEREAS, the City of Casper has identified a need to revise certain sections of the Casper Municipal Code pertaining to where it is permissible for a pet to be off leash; and,

WHEREAS, the City of Casper is in the process of constructing the Lake MacKensie Dog Park, which has the primary purpose of being a place where dogs can run without being restrained by a leash; and,

WHEREAS, the Lake MacKensie Dog Park should be added as a listed place where dogs may legally be allowed to run off-leash.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

That Section 6.04.010 of the Casper Municipal Code, pertaining to definitions relevant to animal care and control, is amended as follows:

7. At Large.
 - a. A dog is deemed "at large" if it is:
 - i. Off the premises of the owner and the dog is not under restraint or control of the owner;
 - ii. Not under physical restraint in the following portions of the North Platte Park: Casper Events Center, Airmodeler's Facility, Casper Speedway, Skeet Range, or Crossroads Park, or any other city park except Morad Park OR LAKE MACKENSIE DOG PARK and not authorized to be free of restraint under the authority of a permit as provided in Section 6.04.030;
 - iii. Under any circumstance, except as a Seeing-eye dog or guide dog working as such, on the Casper Municipal Golf Course or Highland Park Cemetery.

SECTION 2:

This ordinance shall be in full force and effect from and after passage on three readings and publication.

PASSED on 1st reading the 5th day of August, 2014.

PASSED on 2nd reading the ___ day of ___, 2014.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the ___ day of ___, 2014.

APPROVED AS TO FORM:

Walter Tremblay

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V. H. McDonald
City Clerk

Paul L. Meyer
Mayor

August 19, 2014

MEMO TO: John C. Patterson, City Manager

FROM: Andrew Beamer, P.E., Public Services Director
Cynthia M. Langston, Solid Waste Manager
Jason Knopp, P.E., Associate Engineer

SUBJECT: Loan Application to the State Loan and Investment Board (SLIB) for a State Revolving Fund (SRF) Loan for the renovation and expansion of the existing Baler Building located at the Casper Regional Solid Waste Facility.

Recommendation:

That Council, by resolution, authorize submission of a loan application to the Wyoming State Loan and Investment Board, to fund the renovation and expansion of the baler building located at the Casper Regional Solid Waste Facility, Project No. 13-50, in the amount of \$6,126,000.

Summary:

The existing Casper transfer station was designed in 1983 to handle 70 to 80 thousand tons of solid waste a year; however, the transfer station is currently processing between 125 and 135 thousand tons of solid waste per year. The baler building within the Casper transfer station was built in 1984 to process a maximum of 60,000 tons of Municipal Solid Waste (MSW) on its drop off floor. Casper has received an average of 96,750 tons of MSW at the baler building within the last three (3) years. The floor space is significantly undersized for the current volumes of waste, and Casper has contracted an additional 10,000 tons of MSW per year in the last six (6) months with the City of Douglas and the Wind River Environmental Quality Commission (Fremont County Shoshoni and Arapahoe Tribes). Our balers are currently down for repair, and we expect them to be operational in the next three (3) months. To accept the current volume of MSW at the baler building, it is critical to perform structural improvements and expand the floor area for mixing waste. The last major structural improvements performed on the baler building were in 1997.

The baler building renovation and expansion construction project is eligible for a loan under the Clean Water State Revolving Fund (CWSRF) State Lands and Investment Board (SLIB) program for building improvements. Currently the Balefill Reserves do not have funding to pay for all the baler building renovation and expansion without a loan. The Solid Waste Division rate model has included for the last ten (10) years the baler building renovation and expansion capital project and the rate model demonstrates a loan is the best cost-effective option for funding the project.

To receive the loan to expand and renovate the baler building in calendar year 2015, the SLIB requires the City to complete a loan application and agreement, promissory note, and pledge of revenues. These loan documents spell out the responsibility of the parties, project description, time frames, and method of payment. The City engineering and solid waste staff will prepare the loan documents for the City Attorney's review and approval. Staff recommends approval to proceed to finalize its application for a CWSRF loan from the SLIB at their October 2014 meeting.

The SLIB loan will have a maturity date of 20 years at an interest rate of 2.5%. Revenues from Casper's Solid Waste Division user fees will be used as security for the loan. City staff is preparing the loan application for submission to the State Loan and Investment Board.

A resolution is prepared for Council's consideration.

RESOLUTION NO. 14-216

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD FOR A LOAN THROUGH THE STATE REVOLVING FUND FOR THE BALER BUILDING RENOVATION AND EXPANSION LOCATED AT THE CASPER REGIONAL SOLID WASTE FACILITY, PROJECT NO. 13-50, IN THE AMOUNT OF \$6,126,000.

WHEREAS, the governing body for the City of Casper desires to participate in the State Revolving Fund program to assist in financing this project; and,

WHEREAS, the governing body of the City of Casper recognizes the need for this project; and,

WHEREAS, the State Revolving Fund Program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of the City's knowledge this application meets those criteria; and

WHEREAS, the governing body of the City of Casper plans to repay the requested State Revolving Fund Loan from Solid Waste Revenues.

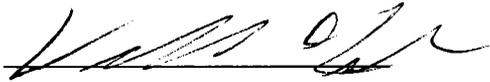
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That a loan application in the amount of \$6,126,000 with a maturity date of 20 years at an interest rate of 2.5% be submitted to the State Loan and Investment Board for consideration at the State Loan and Investment Board meeting to fund the Baler Building Renovation and Expansion Project located at the Casper Regional Solid Waste Facility, Project No. 13-50.

BE IT FURTHER RESOLVED: That the City Manager, Public Services Director, or the City Engineer for the City of Casper, are hereby designated as the authorized representatives of the City of Casper, to act on behalf of the governing body on all matters relating to this loan application.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2014.

APPROVED AS TO FORM:

(Baler Building Renovation and Expansion – SLIB Loan)



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V. H. McDonald
City Clerk

Paul L. Meyer
Mayor

August 11, 2014

MEMO TO: John C. Patterson, City Manager

FROM: William C. Luben, City Attorney *WCL*

SUBJECT: Approval of “Benchmark Reliability Target Stipulation and Agreement” between the City of Casper, Wyoming, Natrona County, Wyoming, and the Towns of Bar Nunn, Mills, and Midwest, Wyoming and Rocky Mountain Power.

Recommendation:

That Council, by resolution, authorize the execution of a “Benchmark Reliability Target Stipulation and Agreement” between the City of Casper, Wyoming, Natrona County, Wyoming, and the Towns of Bar Nunn, Mills, and Midwest, Wyoming (the “Intervenors”) and Rocky Mountain Power (the Company”).

Summary:

The Intervenors intervened in the 2010 rate case filed by the Company before the Public Service Commission of Wyoming (the “Commission”).

As a result of this intervention, a “Stipulation and Agreement” (“the “Stipulated Agreement”) was entered into between the Intervenors and the Company for the improvement of the electrical system in Natrona County, which was approved by the Commission. The Company agreed to certain reliability benchmarks in in this Stipulated Agreement, and agreed to meet with the Intervenors in December of 2013 to establish new reliability benchmarks for future years.

The Parties have been negotiating to establish the new reliability benchmarks. The parties have now agreed to new reliability benchmarks which are set forth in a “Benchmark Reliability Target Stipulation and Agreement” (the “Stipulation”). This Stipulation needs to be approved by each of the Intervenor’s jurisdictions so that it may be submitted for approval by the Commission.

There are two reliability measurements used by the Commission; the “System Average Interruption Frequency Index (SAIFI),” and the “System Average Interruption Duration Index (SAIDI).” The SAIFI Index is a measure of the number of times, on average, a customer is interrupted by a power outage. The SAIDI Index measures the average interruption duration from a power outage in minutes for the affected customers.

The Public Service Commission has adopted Statewide SAIFI and SAIDI standards in order to track reliability of Rocky Mountain Power throughout the State. The upper and lower limits of the State standards are as follows:

SAIFI: Statewide: 1.4 - 1.8.

SAIDI: Statewide: 135 minutes -175 minutes.

The lower limits of the standards are used to compare the Company's performance versus its performance in other states. The lower limits are not really of any concern to the Intervenors, as it is the upper limits that are important for measuring reliability. In other words, if the Company's numbers are actually lower than the standards, they are still meeting the upper limits of the reliability standards.

The Natrona County Intervenors agreed to higher reliability standard limits than the statewide limits at the time of the Stipulated Agreement due to the then current condition of the electrical system in Natrona County. Higher limits allowed reasonable benchmarks for the Company to meet while it was making its infrastructure improvements. The final improvements are scheduled to be completed at the end of 2015, which include completion of a 115kv loop around the City of Casper and a new Bar Nunn Substation.

The following standards were agreed to by the parties in the original stipulation:

System Average Interruption Frequency Index (SAIFI)

Upper Limit:	2.1 Interruptions
Lower Limit:	1.5 Interruptions

System Average Interruption Duration Index (SAIDI)

Upper Limit:	195 Minutes
Lower Limit:	135 Minutes

The original stipulation provided that the parties would revisit the standards in December 2013. The parties began meeting in December of 2013 and continued into the summer of 2014 in order to arrive at new benchmarks that the Company needs to meet for the Natrona County area.

The parties, through negotiations, have agreed to the following intermediate reliability benchmarks, which shall be adopted until six months after the final completion of the Bar Nunn Substation and the 115kv loop from Red Butte to the Casper Substation (whichever is last to be completed). After this six month period, the Company shall adopt, for Natrona County, without any further action or stipulation of the parties, the then current Wyoming State standards for the System Average Interruption Frequency Index (SAIFI) and the System Average Interruption Duration Index (SAIDI) reliability standards, as they may, from time to time thereafter be amended. In the meantime, the following intermediate benchmarks will apply:

System Average Interruption Frequency Index (SAIFI)

Upper Limit	1.8 Interruptions
Lower Limit	1.3 Interruptions

System Average Interruption Duration Index (SAIDI)

Upper Limit	185 Minutes
Lower Limit	120 Minutes

A copy of the “Benchmark Reliability Target Stipulation and Agreement” is attached for your review and approval in counterparts, so that this may be timely submitted to the Commission for its final approval.

BEFORE THE WYOMING PUBLIC SERVICE COMMISSION

IN THE MATTER OF THE APPLICATION OF)	
ROCKY MOUNTAIN POWER FOR)	
AUTHORITY TO INCREASE ITS RETAIL)	DOCKET NO. 20000-384-ER-10
ELECTRICAL RATES IN WYOMING)	(RECORD NO. 12702)
APPROXIMATELY 97.9 MILLION PER YEAR)	
OR AN AVERAGE OVERALL INCREASE OF)	
17.3 PERCENT.)	

BENCHMARK RELIABILITY TARGET STIPULATION AND AGREEMENT

This Benchmark Reliability Target Stipulation and Agreement (“Stipulation”) is entered into by and between Rocky Mountain Power (the “Company”) the City of Casper, Wyoming, Natrona County, Wyoming, and the Towns of Bar Nunn, Mills, and Midwest, Wyoming (the “Natrona County Intervenors”). The Company and the Natrona County Intervenors are collectively referred to herein as the “Parties.”

RECITALS

1. On September 22, 2011, the Public Service Commission of Wyoming (the “Commission”) issued its Memorandum Opinion, Findings, and Order Approving Stipulation in the above-captioned Docket.
2. As part of the approved Stipulation, the Company agreed to certain reliability benchmarks for the Natrona County area, as described in Paragraph 21.d.
3. The Company further agreed to meet with the Natrona County Intervenors in December 2013 to establish new reliability benchmarks for future years. As a result of those discussions, the Parties have agreed to new reliability benchmarks as set forth below.

TERMS AND CONDITIONS

4. The Parties hereby agree that the following reliability benchmarks shall be adopted until six (6) months following the completion of the Bar Nunn Substation and the 115kv loop from Red Butte to the Casper Substation. Six months after the final completion of the Bar Nunn Substation and the 115kv loop from Red Butte to the Casper Substation (whichever is last to be completed), the Company shall adopt, without any further action or stipulation of the parties, the then state standards for the System Average Interruption Frequency Index (SAIFI) and the System Average Interruption Duration Index (SAIDI) reliability standards for Natrona County, Wyoming, as they may, from time to time thereafter be amended:

System Average Interruption Frequency Index (SAIFI)	
Upper Limit	1.8 Interruptions
Lower Limit	1.3 Interruptions

System Average Interruption Duration Index (SAIDI)	
Upper Limit	185 Minutes
Lower Limit	120 Minutes

GENERAL TERMS AND CONDITIONS

5. The Parties stipulate and agree that all negotiations relating to this Stipulation are privileged and confidential, and no Party shall be bound by any position asserted in the negotiations, except to the extent expressly stated in this Stipulation.

6. The Parties stipulate and agree that this Stipulation represents a compromise in the positions of all Parties. As such, evidence of conduct or statements made in the negotiation and discussion phases of this Stipulation shall not be admissible as evidence in any proceeding before the Commission or any court.

7. The Parties stipulate and agree that except as expressly noted herein, the execution of this Stipulation shall not be deemed to constitute an acknowledgement of any Party

hereto of the validity or invalidity of any particular method, theory or principle of ratemaking or regulation, and no Party shall be deemed to have agreed that any principle, method or theory of regulation employed in arriving at this Stipulation is appropriate for resolving any issue in any other proceeding. The execution of the Stipulation shall not constitute the basis of estoppel or waiver in future proceedings by any Party. Furthermore, no Party hereafter shall be deemed to be bound by any position asserted by any Party, and no finding of fact or conclusion of law other than those expressly stated herein shall be deemed to be implicit in this Stipulation.

8. The Parties acknowledge that this Stipulation represents a compromise in the positions of the Parties in this Docket and has been negotiated as a packaged settlement. The Parties agree to present hearing testimony and evidence in support of this Stipulation to the extent discussed above or requested by the Commission and to acknowledge that their support and advocacy of the Stipulation is based upon the Stipulation as a whole, in its entirety, and not based upon its individual components viewed in isolation. The Parties acknowledge that their support and advocacy of the Stipulation may be compromised by material alterations to the Stipulation. In the event the Commission rejects or materially alters the Stipulation the Parties agree they are no longer bound by its terms and are not deemed to have waived any of their respective procedural or due process rights under Wyoming law.

9. The issuance of an Order approving this Stipulation shall not be deemed to work as an estoppel upon the Parties or the Commission, or otherwise establish, or create any limitation on or precedent of the Commission, in future proceedings.

10. This Stipulation shall not become effective and shall be given no force and effect until the issuance of a final Commission decision that accepts and approves this Stipulation.

11. This Stipulation is in the public interest and is the result of a negotiated settlement. The compromises and settlements set forth in this Stipulation are consistent with the public interest and are supported by the Parties' testimony in this proceeding.

12. This Stipulation may be executed in one or more counterparts and each counterpart shall have the same force and effect as an original document and as if all the Parties had signed the same document. Any signature page of this Stipulation may be detached from any counterpart of this Stipulation without impairing the legal effect of any signatures thereon, and may be attached to another counterpart of the Stipulation identical in form hereto but having attached to it one or more signature page(s).

ROCKY MOUNTAIN POWER:

By: 
R. Jeff Richards, VP and General Counsel
Date: July 23rd, 2014

CITY OF CASPER, WYOMING:

By: _____
Paul L. Meyer, Mayor
Date: _____

NATRONA COUNTY, WYOMING:

By: _____
Bill McDowell, Chairman
Date: _____

TOWN OF BAR NUNN, WYOMING:

By: _____
Jerry Petty, Mayor
Date: _____

TOWN OF MILLS, WYOMING:

By: _____
Marrolyce Wilson, Mayor
Date: _____

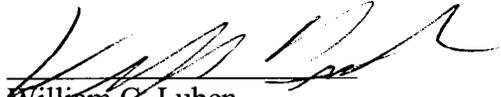
TOWN OF MIDWEST, WYOMING:

By: _____
Guy Chapman, Mayor
Date: _____

APPROVAL AS TO FORM

I have reviewed the attached *Benchmark Reliability Target Stipulation and Agreement* and approve it as to form on behalf of the City of Casper, Wyoming.

Dated: August 11, 2014.

A handwritten signature in black ink, appearing to read 'William C. Luben', written over a horizontal line.

William C. Luben
City Attorney

RESOLUTION NO. 14-218

RESOLUTION AUTHORIZING THE EXECUTION OF A
“BENCHMARK RELIABILITY TARGET STIPULATION
AND AGREEMENT” FOR DOCKET NO. 20000-384-ER-
10, RECORD NO. 12702 BEFORE THE PUBLIC
SERVICE COMMISSION OF WYOMING.

WHEREAS, the City of Casper, Wyoming, Natrona County, Wyoming, and the Towns of Bar Nunn, Mills, and Midwest, Wyoming (“Natrona County Intervenors”) intervened in the 2010 rate case filed by Rocky Mountain Power (the “Company”) before the Public Service Commission of Wyoming (the “Commission”), in Docket No. 20000-384-ER-10, Record No. 12702; and,

WHEREAS, as a result of this intervention, a “Stipulation and Agreement” (“Agreement”) was entered into by all of the intervenors in this matter, which was approved by the Public Service Commission of the State of Wyoming; and,

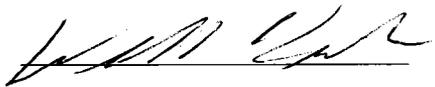
WHEREAS, the Company agreed to certain reliability benchmarks in Paragraph 21.d. of the Agreement between the Company and the Natrona County Intervenors, and pursuant to said provision, the Company agreed to meet with the Natrona County Intervenors in December of 2013 to establish new reliability benchmarks for future years; and,

WHEREAS, the Parties have now agreed to new reliability benchmarks which are set forth in a “Benchmark Reliability Target Stipulation and Agreement;” and which needs to be approved by each of the Natrona County Intervenor’s jurisdictions for submission to the Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized to execute a “Benchmark Reliability Target Stipulation and Agreement” with Natrona County, Wyoming, the Towns of Bar Nunn, Mills, and Midwest, Wyoming and Rocky Mountain Power for submission to the Public Service Commission of Wyoming as set forth and described above.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2014.

Approved as to Form:



ATTEST:

V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Paul L. Meyer
Mayor

August 19, 2014

MEMO TO: John C. Patterson, City Manager

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

SUBJECT: Change Order No. 6 and No. 7 and Establish a Contingency Account
Casper Events Center Refrigerated Ice Floor, Project No. 14-28

Recommendation:

That Council, by resolution, authorize Change Order No. 6 and No. 7 with Ice Builders, Inc., for an increase of \$36,382.50, and establish a contingency account in the amount of \$260,000.00, as part of the Casper Events Center Refrigerated Ice Floor Project.

Summary:

Ice Builders, Inc., is under contract with the City of Casper for the Casper Events Center Refrigerated Ice Floor Project. The project consists of replacement of the solid concrete Events Center area floor, along with the relocation of floor pit boxes, with the replacement of a refrigerated concrete slab floor and all associated refrigeration equipment necessary for ice rink operation.

The contract with Ice Builders, Inc., was for \$1,669,091.00. Change Orders No.1 through No. 5, which allowed for value engineering; additional concrete saw cutting and removal; relocation of floor boxes, conduit and wire; repair and replacement of damaged conduit and wire during demolition; and core drilling and concrete saw cutting for wall openings, amount to a net deduct of \$7,525.32. Change Orders No. 6 and No. 7 authorize the structural steel necessary for the chiller equipment mezzanine and amount to an increase of \$36,382.50. The net contract with Ice Builders, Inc., with award of these change orders, will be \$1,697,948.08.

A second bid package was put together for construction of a chiller room and cooling tower pad. This bid came in significantly higher than originally estimated and was rejected. Change Orders No. 6 and No. 7, along with previously executed Change Orders No. 2, No. 3, and No. 4, encompass a portion of this work. Additional work is needed to complete the cooling tower pad, mezzanine, cooling tower, electrical, and HVAC associated with the rejected bid. This work is estimated to cost an additional \$260,000.00. It is recommended Council authorize a contingency account in this amount to cover this work. With the added contingency, the total contract amount with Ice Builders, Inc., will be \$1,957,948.08.

The total obligated funds for the project now stand at \$2,723,443.08 - \$1,957,948.08 to Ice Builders, Inc.; \$237,000.00 to International Coliseums Company for project management; \$426,945.00 to Athletica Sport Systems, Corp., for dasher boards, netting, and ice covering; and \$101,550.00 to Frank J. Zamboni for a new ice resurfacer. Funding for the project will come from a \$1,000,000.00 donation from John Wold, with the balance coming from one-time monies allocated by the City Council for the ice floor and parking lot improvements at the Casper Events Center.

A resolution is prepared for Council's consideration.

**CHANGE
ORDER**

PROJECT:
Casper Events Center
Refrigerated Ice Floor

CHANGE ORDER NUMBER:6
DATE:7/29/2014
ARCHITECT'S PROJECT NO:14-28
CONTRACT DATE:June 4, 2014
CONTRACT FOR:Refrigeration

TO CONTRACTOR:
Ice Builders, Inc.
4628 Crossroads Park Drive
Liverpool, NY 13088

The Contract is changed as follows:
Structural steel per Pepper Tank Quote
Sales Tax

\$17,000.00
\$850.00

Subtotal 17,850.00

Project Management Fee(10%) \$1,785.00

Total \$19,635.00

The original Contract Sum was	\$1,669,091.00	
Net Change by previously authorized Change Orders	\$7,525.42	Deduct
The Contract Sum prior to this Change Order was	\$1,661,565.58	
The contract Sum will be increased by this Change Order in the amount of	\$19,635.00	
The new Contract Sum including this Change Order will be	\$1,681,200.58	

The Contract Time will be unchanged by () days
The date of Substantial Completion as of the date of this Change Order is unchanged

Ice Rink Designer
BY *Robert Tarr*
DATE 7-29-14

CONTRACTOR: Ice Builders, Inc.
BY *Ronald McHenry*
Date 7/29/14

OWNER: City of Casper
BY
DATE

Pepper Tank & Contracting Company
 1801 W. YELLOWSTONE HWY.
 P.O. BOX 1468 * CASPER, WYOMING 82602
 AREA CODE (307) 234-3533
 FAX NUMBER (307) 237-1204

Proposal

SPECIFICATIONS AND ESTIMATE
 Quote # 71-14REVISED

Page No. 1 of 1 Pages

PROPOSAL SUBMITTED TO Ice Builders Attn: Ron		PHONE	DATE 7/28/14
STREET		JOB NAME Casper Events Center Ice Arena Addition	
CITY, STATE AND ZIP CODE		JOB LOCATION Casper, WY	
EMAIL ron@icebuilders.com	DATE OF PLANS	FAX	JOB PHONE

We hereby propose to furnish materials and labor necessary for the completion of:
 Structural and misc. steel approx. 8 tons to include:

Columns with end plates, embeds, support beams with connections, bent plate, deck angle, galvanized embed plates at ice melt area, lintels cut into existing per page 8/S31, removable pipe rails, access ladder, shop detail and erection drawings for our material, anchor and erection bolts for our material steel to steel to concrete or masonry, with all materials primed our standard grey oxide.

Steel Deck Approx: 8sq; 1.5VL; 22ga; G60

Structural Steel All for the lump sum of \$17,000.00(No Sales Tax Included) CO#6
Miscellaneous Steel & Deck All for the lump sum of \$14,500.00(No Sales Tax Included) CO#7
 Bid as a package, not for individual sale
Excludes: Floor Trench Drain & Stairs - No Details Provided

Excludes: sales tax, field and erection work, items embedded in precast and precast connectors, unistrut, testing, engineering, bonding, rebar, remesh, floor trenching, bolts and supports for other trades, finish or special paint, tek screws, non ferrous materials, steel studs, material less than 12ga., items shown only in mechanical or electrical drawings or in M and anything not specifically included in this proposal.
PEPPER TANK IS A MATERIAL SUPPLIER ONLY, NO RETAINAGE ALLOWED
 Prices f.o.b. jobsite on truck

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:
SEE ABOVE dollars(\$ **SEE ABOVE**)

Payment to be made as follows: **NET 30 DAYS AFTER INVOICE WITH MONTHLY PROGRESS BILLINGS.**

F.O.B. Jobsite on truck

PEPPER TANK REQUIRES THAT ALL SHOP DRAWINGS BE REVIEWED, VERIFIED AND APPROVED BEFORE ANY FABRICATION. PEPPER TANK WILL FABRICATE STEEL ONLY FROM SIGNED AND APPROVED DRAWINGS. ALL DRAWINGS APPROVED FROM CONTRACTOR ARE ASSUMED TO BE CORRECT AND WILL BE FABRICATED AS SUCH. All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become and extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Authorized Signature

 Tom Ellis

Note: This proposal may be withdrawn by us if not accepted within 30 days.

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

Date of Acceptance: _____

Signature _____ Signature _____

**CHANGE
ORDER**

PROJECT:
Casper Events Center
Refrigerated Ice Floor

CHANGE ORDER NUMBER:7
DATE:7/29/2014
ARCHITECT'S PROJECT NO:14-28
CONTRACT DATE:June 4, 2014
CONTRACT FOR:Refrigeration

TO CONTRACTOR:
Ice Builders, Inc.
4628 Crossroads Park Drive
Liverpool, NY 13088

The Contract is changed as follows:

Miscellaneous Steel and deck per Peppwe Tank quote		\$14,500.00
Sales Tax		\$725.00
	Subtotal	15,225.00
Project Management Fee(10%)		\$1,522.50
Total		\$16,747.50

The original Contract Sum was	\$1,669,091.00
Net Change by previously authorized Change Orders	\$12,109.58
The Contract Sum prior to this Change Order was	\$1,681,200.58
The contract Sum will be increased by this Change Order in the amount of	\$16,747.50
The new Contract Sum including this Change Order will be	\$1,697,948.08

The Contract Time will be unchanged by ()days
The date of Substantial Completion as of the date of this Change Order is unchanged

Ice Rink Designer
BY *Robert Tamblak*
DATE 7-29-14

CONTRACTOR: Ice Builders, Inc.
BY *Ronald McHargue*
Date 7/29/14

OWNER: City of Casper
BY
DATE

Pepper Tank & Contracting Company
 1801 W. YELLOWSTONE HWY.
 P.O. BOX 1468 * CASPER, WYOMING 82602
 AREA CODE (307) 234-3533
 FAX NUMBER (307) 237-1204

Proposal

SPECIFICATIONS AND ESTIMATE
 Quote # 71-14REVISED

Page No. 1 of 1 Pages

PROPOSAL SUBMITTED TO Ice Builders Attn: Ron		PHONE	DATE 7/28/14	
STREET		JOB NAME Casper Events Center Ice Arena Addition		
CITY, STATE AND ZIP CODE		JOB LOCATION Casper, WY		
EMAIL ron@icebuilders.com	DATE OF PLANS	FAX	JOB PHONE	

We hereby propose to furnish materials and labor necessary for the completion of:

Structural and misc. steel approx. 8 tons to include:

Columns with end plates, embeds, support beams with connections, bent plate, deck angle, galvanized embed plates at ice melt area, lintels cut into existing per page 8/S31, removable pipe rails, access ladder, shop detail and erection drawings for our material, anchor and erection bolts for our material steel to steel to concrete or masonry, with all materials primed our standard grey oxide.

Steel Deck Approx: 8sq; 1.5VL; 22ga; G60

Structural Steel All for the lump sum of \$17,000.00(No Sales Tax Included)

Miscellaneous Steel & Deck All for the lump sum of \$14,500.00(No Sales Tax Included)

Bid as a package, not for individual sale

Excludes: Floor Trench Drain & Stairs - No Details Provided

Excludes: sales tax, field and erection work, items embedded in precast and precast connectors, unistrut, testing, engineering, bonding, rebar, remesh, floor trenching, bolts and supports for other trades, finish or special paint, tek screws, non ferrous materials, steel studs, material less than 12ga., items shown only in mechanical or electrical drawings or in M and anything not specifically included in this proposal.

PEPPER TANK IS A MATERIAL SUPPLIER ONLY, NO RETAINAGE ALLOWED

Prices f.o.b. jobsite on truck

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

SEE ABOVE dollars(\$ **SEE ABOVE**)

Payment to be made as follows: NET 30 DAYS AFTER INVOICE WITH MONTHLY PROGRESS BILLINGS.

F.O.B. Jobsite on truck

Authorized Signature

PEPPER TANK REQUIRES THAT ALL SHOP DRAWINGS BE REVIEWED, VERIFIED AND APPROVED BEFORE ANY FABRICATION. PEPPER TANK WILL FABRICATE STEEL ONLY FROM SIGNED AND APPROVED DRAWINGS. ALL DRAWINGS APPROVED FROM CONTRACTOR ARE ASSUMED TO BE CORRECT AND WILL BE FABRICATED AS SUCH. All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Tom Ellis

Note: This proposal may be withdrawn by us if not accepted within 30 days.

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

Date of Acceptance: _____

Signature _____

Signature _____

RESOLUTION NO. 14-220

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 6 AND NO. 7 AND ESTABLISHING A CONTINGENCY ACCOUNT WITH ICE BUILDERS, INC., FOR A PRICE INCREASE AS PART OF THE CASPER EVENTS CENTER REFRIGERATED ICE FLOOR PROJECT.

WHEREAS, Ice Builders, Inc., is performing services under the terms of an agreement with the City of Casper for the Casper Events Center Refrigerated Ice Floor Project; and,

WHEREAS, the City of Casper desires to incorporate additional work into the contract to construct a chiller room and cooling tower pad; and,

WHEREAS, authorization of a contingency account is necessary to complete the cooling tower pad, mezzanine, cooling tower, electrical, and HVAC work; and,

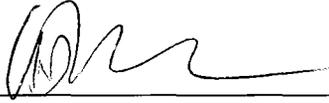
WHEREAS, Ice Builders, Inc., is able and willing to provide these services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the City Manager is hereby authorized and directed to execute Change Order No. 6 and No. 7 to the Agreement with Ice Builders, Inc., for structural steel related to the Casper Events Center Refrigerated Ice Floor Project, for a contract price increase in the amount of Thirty-Six Thousand Three Hundred Eighty-Two and 50/100 Dollars (\$36,382.50), and Two Hundred Sixty Thousand and 00/100 Dollars (\$260,000.00) for a construction contingency account, for a total price of One Million Nine Hundred Fifty-Seven Thousand Nine Hundred Forty-Eight and 08/100 Dollars (\$1,957,948.08).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Twenty Thousand and 00/100 Dollars (\$20,000.00), and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2014.

APPROVED AS TO FORM:
(Ice Builders – Change Order No. 6 and No. 7)



CITY OF CASPER, WYOMING

ATTEST:

A Municipal Corporation

V. H. McDonald
City Clerk

Paul L. Meyer
Mayor

August 7, 2014

MEMO TO: John C. Patterson, City Manager
FROM: Liz Becher, Community Development Director
Joy Clark, Community Development Technician
SUBJECT: Release of Mortgage Deed of Martha C. Montez

Recommendation:

That Council, by resolution, authorize the release of the following mortgage deed:

Lots 1-4 Inclusive W ½, Block 121, Casper Addition to the City of Casper, Natrona County, Wyoming

Summary:

The above homeowner received a deferred rehabilitation loan through the City's Housing and Community Development Block Grant Housing Rehabilitation Program in 2009. The deferred loan was secured by a mortgage deed and recorded in the Office of the County Clerk, Natrona County, Wyoming. The mortgagee has fully satisfied the terms and conditions of the Promissory Note and the mortgage deed needs to be released.

To remove the mortgage against the property title, it is necessary that the City officially release the mortgage deed in the amount of \$1,400.00.

A resolution has been prepared for Council's consideration.

RESOLUTION NO. 14-214

A RESOLUTION AUTHORIZING THE RELEASE OF A MORTGAGE DEED.

WHEREAS, Martha C. Montez executed a *Mortgage Deed With Release of Homestead Deferred* in favor of the City of Casper on August 11, 2009; and,

WHEREAS, the Mortgage Deed was recorded in the Natrona County Clerk's office against Lots 1-4 Inclusive W ½, Block 121, Casper Addition to the City of Casper, Natrona County, Wyoming, Recorded September 3, 2009 as instrument number 874344 in the amount of One Thousand Four Hundred and No/100 Dollars (\$1,400.00); and,

WHEREAS, the terms of the mortgage deed and promissory note have been fully satisfied, and the above said Mortgage Deed should now be discharged and released.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a release of the above described Mortgage Deed.

PASSED, APPROVED, AND ADOPTED on this ____ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V.H. McDonald
City Clerk

Paul L. Meyer
Mayor

August 8, 2014

MEMO TO: John C. Patterson, City Manager

FROM: Liz Becher, Community Development Director
Joy Clark, Community Development Technician

SUBJECT: Release of Mortgage Deed of Berry Scott and Michele Lyn Shipley

Recommendation:

That Council, by resolution, authorize the release of the following mortgage deed:

Lot 53 and 54 , Block 21, North Casper Addition to the City of Casper, Natrona County,
Wyoming

Summary:

The above homeowners received a deferred rehabilitation loan through the City's Housing and Community Development Block Grant Housing Rehabilitation Program in 2004. The deferred loan was secured by a mortgage deed and recorded in the Office of the County Clerk, Natrona County, Wyoming. The mortgagee has fully satisfied the terms and conditions of the Promissory Note and the mortgage deed needs to be released.

To remove the mortgage against the property title, it is necessary that the City officially release the mortgage deed in the amount of \$17,977.00.

A resolution has been prepared for Council's consideration.

RESOLUTION NO. 14-215

A RESOLUTION AUTHORIZING THE RELEASE OF A MORTGAGE DEED.

WHEREAS, Berry Scott and Michele Lyn Shipley executed a *Mortgage Deed With Release of Homestead Deferred* in favor of the City of Casper on May 10, 2004; and,

WHEREAS, the Mortgage Deed was recorded in the Natrona County Clerk's office against Lot 53 and 54 , Block 21, North Casper Addition to the City of Casper, Natrona County, Wyoming according to the Plat Recorded September 2, 1890 in Book 1 of Deeds, Page 17. Recorded July 29, 2004 as instrument number 747671 in the amount of Seventeen Thousand Nine Hundred Seventy Seven Dollars and No/100 Dollars (\$17,977.00); and,

WHEREAS, the terms of the mortgage deed and promissory note have been fully satisfied, and the above said Mortgage Deed should now be discharged and released.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a release of the above described Mortgage Deed.

PASSED, APPROVED, AND ADOPTED on this ____ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V.H. McDonald
City Clerk

Paul L. Meyer
Mayor

August 12, 2014

MEMO TO: John C. Patterson, City Manager
FROM: Steve Freel, Acting Chief of Police *JSF*
SUBJECT: User Agency Agreement

Recommendation:

That Council, by resolution, authorize an agreement for Public Safety Dispatching and Enhanced 911 service with the Wyoming Medical Center.

Summary:

The proposed contractual agreement with the Wyoming Medical Center provides for Public Safety Communications and Enhanced 911 services by the City of Casper for the Wyoming Medical Center. The Agreement provides for compensation to the City for services rendered, as well as capital replacement provisions. The Agreement shall be for a term ending June 30, 2019

Similar agreements with the Towns of Mills, Evansville, and Midwest, and Natrona County and the Natrona County Fire Protection District, have been prepared and presented in a separate packet to Council.

A resolution has been prepared for Council's consideration.

**CITY OF CASPER
PUBLIC SAFETY OVERSIGHT COMMITTEE
PRIVATE ENTERPRISE USER AGREEMENT**

THIS AGREEMENT is made and entered into this _____ day of _____, 2014, by and between the CITY OF CASPER, WYOMING, A Municipal Corporation, hereinafter referred to as “City”, and the Wyoming Medical Center, a private enterprise user, referred to as “WMC”.

WITNESSETH:

WHEREAS, the various public safety user entities in Natrona County that provide public safety services desire to coordinate, centralize, and economically operate a combined dispatch and E-911 emergency telephone service in Natrona County, Wyoming, and agree to participate in funding of such facilities; and,

WHEREAS, WMC desires to exchange information and maintain communication in order to provide high levels of service to their customers, and agrees to participate in funding of such facilities; and,

WHEREAS, the City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone services provided for both public safety and private enterprise user entities such as WMC, in and as a part of a facility maintained and operated by the City, known as the Public Safety Communications Center (hereinafter referred to as the “PSCC”), under the terms and conditions set forth in the Agreement.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and Agreements contained herein, IT IS UNDERSTOOD AND AGREED by and between the parties as follows:

I. SCOPE OF SERVICES

Ownership of Spillman Mobile/CAD systems shall reside with the City of Casper.

A. City of Casper Responsibilities:

1. Provide WMC Ambulance with limited, secure access to the Spillman Mobile/CAD systems through a secure Virtual Private Network (VPN) connection.
2. Provide Referral Center terminal access to the Spillman CAD system through a secure VPN connection.
3. Provide designated WMC Ambulance personnel/ Spillman CAD users with the following permissions:
 - a. View calls.
 - b. Access instant messaging.

- c. View mobile alerts.
 - d. View relevant radio logs.
 - e. View map from Mobile.
 - f. Provide training, if required, to designated WMC personnel.
4. Maintenance/Updates:
- a. The City of Casper, or its designee, shall schedule and perform any and all required maintenance and upgrades needed for the proper operation of the Spillman Mobile/CAD systems. This may include, but is not limited to, monthly, bi-monthly, quarterly or yearly checks, and shall apply to the City of Casper side of the secure VPN. The City of Casper will provide WMC the applicable upgrade files and will provide installation assistance as needed by WMC.
 - b. Notify WMC, as far in advance as reasonably possible, of any scheduled maintenance which may impact performance of the Spillman Mobile/CAD systems.
5. Provide remote and on-site IT support for the Spillman Mobile/CAD systems to designated WMC personnel during normal business hours; i.e., Monday through Friday, 8 a.m. to 5 p.m.
6. Provide 24-hour problem ticket creation relating to the secure VPN and Spillman Mobile/CAD systems through the PSCC Dispatch center. Problem tickets will then be handled during normal business hours as stated in Section I.A.5 above.

B. WMC Responsibilities:

- 1. WMC shall provide one dedicated, secure terminal, and secure computer systems for use inside the ambulances with adequate hardware and software to allow for secure connectivity, compatibility, and conformity with the City of Casper's secure VPN and Spillman Mobile/CAD systems standards.
- 2. Privacy/Security: WMC and its designated users of the Spillman Mobile/CAD systems shall sign and abide by a Spillman User Confidentiality Policy Agreement.
- 3. Any breach of the User Confidentiality Policy Agreement shall be reported to the City of Casper within 24 hours of discovery.
- 4. WMC shall ensure that only designated users who have signed the Spillman User Confidentiality Policy Agreement will be trained and given access to the Spillman CAD system.
- 5. WMC will notify the City of Casper via the PSCC dispatch call center of any issues it encounters with the operability or use of the secure VPN and/or Spillman Mobile/CAD systems within 24 hours of each occurrence.

6. WMC shall forever indemnify the City of Casper, its employees, officers, Council members, officials, agents, and members of its boards or commissioners, and hold them harmless from all liability for any and all breaches of confidentiality by WMC, including all costs, expenses and attorney's fees incurred and related thereto.

II. AGREEMENT DURATION

The initial term of the Agreement shall be for the fiscal year commencing July 1, 2014 through June 30, 2019. This Agreement shall automatically renew on July 1, 2015, and on July 1st of each fiscal year thereafter for like terms unless otherwise terminated as provided in Section V of this Agreement. Provided, however, this Agreement shall terminate and be of no further force of effect between the parties at midnight on June 30, 2019.

III. CREATION, ORGANIZATION, AND COMPOSITION OF OVERSIGHT COMMITTEE

- A. An Oversight Committee shall be established consisting of the following public safety user entity positions or authorized designees, recognized as voting representatives: City of Casper Police Chief, City of Casper Fire Chief, Casper Assistant City Manager, Casper City Attorney, Natrona County Fire Protection District Chief, Natrona County Sheriff, Natrona County Attorney, Town of Mills Police Chief, and Town of Evansville Police Chief. Private enterprise user entity members with non-voting status: Wyoming Medical Center. Additional representatives may be appointed, as necessary, to represent other public safety user entities or private enterprise user entities.
- B. The Oversight Committee shall act as a forum to address issues, including, but not limited to, information exchange, customer service concerns, and recommendations on PSCC operations. The Oversight Committee shall investigate and recommend policies and procedures for operations to the Casper City Manager, and investigate and recommend funding sources as they relate to the PSCC.

IV. OPERATION, MAINTENANCE, AND BUDGET

- A. Operation. The City shall enter into appropriate Agreements with telecommunications companies to provide service for the E-911 Emergency Reporting System, in accordance with the Exchange Network Service Tariffs on file with the Wyoming Public Service Commission. The City agrees to timely advance payment to the appropriate telecommunications companies, for services provided on the public safety or private enterprise user entity's behalf.
 1. The City shall employ and train all personnel necessary to operate all radio and E-911 systems. All calls received by the PSCC shall be dispatched by PSCC personnel. The City shall provide adequate space for, and maintain all necessary equipment for the operation of the PSCC as provided herein.

2. Each public safety and private enterprise user grants the City full authority over the administration and dissemination of relevant Federal Bureau of Investigation – National Crime Information Center (FBI-NCIC) data that pertains to said jurisdiction.
- B. Operational and Maintenance Expense. The City shall be responsible for the actual operation and maintenance of the PSCC. It shall make disbursements for all costs incurred in such operations and maintenance, subject to monthly reimbursement from the other public safety and private enterprise users for their proportionate share of all of the operational, maintenance, and depreciation expenses as provided below:
1. Operation expenses. Include, but are not limited to, salaries, employee benefits, tax and workers' compensation insurance expenses; travel and training expenses; uniforms; safety equipment; telephone and Enhanced 911 expenses; rent; insurance and bonds; office supplies; reproduction-microfilm costs; and CAD system expenses.
- C. Depreciation Expense. The operations budget for the PSCC includes an account for the depreciation of capital assets. This depreciation account is for tracking and depreciating asset purchases. In addition to the proportionate share of operational and maintenance expenses, each public safety and private enterprise entity user shall also pay to the City of Casper, on a monthly basis, their proportionate share of the total annual depreciation expenses incurred by the PSCC for the prior fiscal year.
- D. Accounting. Each public safety and private enterprise entity user agrees to pay to the City a proportionate share of the maintenance, operational, and depreciation expenses incurred by the City in operating the PSCC, based on the ratio that each entity's calls for service bears to the total number of calls received by the PSCC for the calendar years 2014 through 2019. Each public safety and private enterprise entity user's proportion, based upon calendar years 2009 through 2013, is set forth on "Exhibit A" attached hereto; the same being incorporated herein at this point as if fully set forth.
1. The City shall bill each public safety and private enterprise user entity on a monthly basis for each user entity's proportionate share of the operational, maintenance, and depreciation expenses incurred in the operation of the PSCC. Each public safety and private enterprise user entity agrees to pay each bill within forty-five (45) days of bill receipt.
 2. E-911 surcharge fees will be allocated to the Public Safety Communications Center, directly from the Natrona County Treasurer's office. These funds shall be divided and credited proportionately to each public safety and private enterprise entity user's respective monthly invoice.
- E. Information Services. Each public safety and private enterprise entity user desiring to add hardware or software to the CAD system is required to submit a proposal to the City. This proposal will define the expansion, costs, and benefits to all public safety and private enterprise user entities, and any additional resources to operate the CAD system. The proposal will be evaluated by the Oversight Committee and the City Management

Information Technology division, and the final decision will be made by the City Manager.

V. TERMINATION AND DISSOLUTION

- A. Any party may withdraw from this Agreement by providing the Casper City Manager with ninety (90) days advance written notice, prior to July 1st of any fiscal year. Following said notice, this Agreement shall terminate, and be of no further force or effect between the City of Casper and the terminating party on July 1 of the year such notice is given. A copy of such termination notice shall be supplied to each other's party to this Agreement by the City Manager as soon as practical. The terminating party shall be liable for any cost incurred by the City of Casper for the terminating party's proportionate share of the operational, maintenance, and depreciation expenses up to the date of the termination of this Agreement.
- B. Upon the withdrawal of any public safety or private sector entity user from this Agreement, the operational, maintenance, and depreciation expenses shall be re-prorated between the remaining parties to this Agreement as otherwise provided in the Agreement.
- C. Upon termination and dissolution of this Agreement by all parties, the City of Casper shall, after the full satisfaction of all outstanding operational, maintenance, and depreciation expenses, disperse to each of said parties, based upon parties' proportionate share of the operational, maintenance, and depreciation expenses, any remaining accumulated funds for that calendar year.
- D. Upon the termination and dissolution of this Agreement, any and all capital assets of the PSCC, including all equipment and software associated therewith, shall remain, and be the sole separate property of the City of Casper, free and clear of any claim of any party.
- E. The parties' obligations under the Spillman User Confidentiality Policy Agreement shall survive termination and dissolution of this Agreement.

VI. SEVERABILITY

The terms, provisions, and conditions of the Agreement are severable. If any term or provision of the Agreement or its application to any person or circumstances is determined by a court of proper jurisdiction to be invalid, such invalidity shall be limited to such person, circumstance, term or provision and shall not affect other persons, circumstances terms or provisions which can be given effect without the invalid provision or application.

VII. GENERAL TERMS AND CONDITIONS

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

immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

- B. Changes. The City may, from time to time, request changes in the scope of the services of the Agreement. Such changes, including any increase or decrease in the amount of the City's compensation, which are mutually agreed upon between the City and WMC, shall be incorporated in written amendments to this Agreement. There shall be no increase in the amount of the City's compensation unless approved by Resolution adopted by City.
- C. Assignability. WMC shall not assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to WMC from under this Agreement may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.
- D. Audit. The City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of WMC which are directly pertinent to the Agreement for the purpose of making audit, examination, excerpts, and transactions.
- E. Equal Opportunity Employment. In carrying out the program, WMC shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. WMC shall take affirmative action to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. WMC shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. WMC shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.
- F. Governing Law. This Agreement shall be governed by the laws of the State of Wyoming. WMC shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Agreement.
- G. Subcontractor. WMC shall not employ any subcontractor to perform any services in the scope of this project, unless the subcontractor is approved in writing by the City. Any approved subcontractor shall be paid by WMC.

H. Insurance and Indemnification.

1. Prior to commencement of work, WMC shall procure and at all times maintain with insurer acceptable to the City the following minimum insurance protecting WMC and City against liability from damages because of injuries, including death, suffered by persons, including employees of the City, and liability from damages to property arising from and growing out of WMC's negligent operations in connection with the performance of this Agreement.

	<u>LIMITS</u>
Worker's Compensation	Statutory
Comprehensive General Liability combined single unit	\$500,000
Professional Liability/Errors & Omissions	\$1,000,000

2. WMC shall provide City with certificates evidencing such insurance as outlined above prior to beginning any work under this Agreement.
3. WMC agrees to forever indemnify the City, its employees, officers, Council members, officials, agents, and members of its boards or commissions, and hold them harmless from all liability for damage to property, or injury to or death to persons, including all costs, expenses, and attorney's fees incurred related thereto, arising from the negligence of WMC.
4. It is recognized by and between the parties to this Agreement that the insurance requirements contained herein are the maximum liabilities which may be imposed under Wyoming Statutes 1-39-101 et seq. In the event the maximum liability allowed by law is altered, either during the term of this Agreement, or any subsequent terms, then such insurance as outlined above from WMC shall be amended accordingly so as to provide insurance in an amount equal to or greater than the maximum liability imposed by law.
5. WMC shall procure and maintain, at its own cost, any additional kinds and amounts of insurance which, in its own judgment, may be necessary for its proper protection.

I. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this

Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

APPROVED AS TO FORM:



Attest

V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation:

Paul L. Meyer
Mayor

WYOMING MEDICAL CENTER

 7.2.14

Signature

B Yvonne Wigington VP & CFO

Print Name/Title

EXHIBIT A

Public Safety Communications Center
FY15 Proposed Budget for User Agencies

	Percentages	2014-2015
		User Initial Costs
		\$ 2,289,606.00
Natrona County	15.88%	\$ 363,589.43
Town of Mills	5.42%	\$ 124,096.65
Mills Fire	1.00%	\$ 22,896.06
Town of Evansville	4.56%	\$ 104,406.03
Evansville Fire	0.67%	\$ 15,340.36
NC Fire District	2.32%	\$ 53,118.86
WY. Medical Center	6.90%	\$ 157,982.81
Metro Animal Control	0.61%	\$ 13,966.60
Casper Public Utilities	0.44%	\$ 10,074.27
Town of Midwest	0.34%	\$ 7,784.66
City of Casper	61.86%	\$ 1,416,350.27
	100.00%	

	Depreciation		Users + Deprec.
	\$142,392.00		
Natrona County	15.88%	\$ 22,611.85	\$ 386,201.28
Town of Mills	5.42%	\$ 7,717.65	\$ 131,814.29
Mills Fire	1.00%	\$ 1,423.92	\$ 24,319.98
Town of Evansville	4.56%	\$ 6,493.08	\$ 110,899.11
Evansville Fire	0.67%	\$ 954.03	\$ 16,294.39
NC Fire District	2.32%	\$ 3,303.49	\$ 56,422.35
WY. Medical Center	6.90%	\$ 9,825.05	\$ 167,807.86
Metro Animal Control	0.61%	\$ 868.59	\$ 14,835.19
Casper Public Utilities	0.44%	\$ 626.52	\$ 10,700.79
Town of Midwest	0.34%	\$ 484.13	\$ 8,268.79
City of Casper	61.86%	\$ 88,083.69	\$ 1,504,433.96
	100.00%		

	Revenue		Total User Costs
	\$900,000.00		
Natrona County	15.88%	\$ 142,920.00	\$ 243,281.28
Town of Mills	5.42%	\$ 48,780.00	\$ 83,034.29
Mills Fire	1.00%	\$ 9,000.00	\$ 15,319.98
Town of Evansville	4.56%	\$ 41,040.00	\$ 69,859.11
Evansville Fire	0.67%	\$ 6,030.00	\$ 10,264.39
NC Fire District	2.32%	\$ 20,880.00	\$ 35,542.35
WY. Medical Center	6.90%	\$ 62,100.00	\$ 105,707.86
Metro Animal Control	0.61%	\$ 5,490.00	\$ 9,345.19
Casper Public Utilities	0.44%	\$ 3,960.00	\$ 6,740.79
Town of Midwest	0.34%	\$ 3,060.00	\$ 5,208.79
City of Casper	61.86%	\$ 556,740.00	\$ 947,693.96
	100.00%		\$ 1,531,998.00

Actual Comparisons	2013-2014	2014-2015	Increase/Decrease
Natrona County	\$ 248,382.59	\$ 243,281.28	\$ (5,101.31)
Town of Mills	\$ 88,154.23	\$ 83,034.29	\$ (5,119.94)
Mills Fire	\$ -	\$ 15,319.98	\$ 15,319.98
Town of Evansville	\$ 67,491.78	\$ 69,859.11	\$ 2,367.33
Evansville Fire	\$ -	\$ 10,264.39	\$ 10,264.39
NC Fire District	\$ 27,494.06	\$ 35,542.35	\$ 8,048.29
WY. Medical Center	\$ 80,163.07	\$ 105,707.86	\$ 25,544.79
Metro Animal Control	\$ 9,723.51	\$ 9,345.19	\$ (378.32)
Casper Public Utilities	\$ 8,312.48	\$ 6,740.79	\$ (1,571.69)
Town of Midwest	\$ 6,049.25	\$ 5,208.79	\$ (840.46)
City of Casper	\$ 861,271.05	\$ 947,693.96	\$ 86,422.91

5/21/2014 9:35 AM vmacy

RESOLUTION NO. 14-217

A RESOLUTION AUTHORIZING AN AGREEMENT WITH WYOMING MEDICAL CENTER FOR PUBLIC SAFETY DISPATCHING AND E-911 TELEPHONE SERVICE.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized to execute, and the City Clerk to attest an agreement with the Wyoming Medical Center, for public safety dispatching and E-911 telephone service.

BE IT FURTHER RESOLVED: That said agreement provides that the Wyoming Medical Center will reimburse the City of Casper for the provision of these services.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V. H. McDonald
City Clerk

Paul L. Meyer
Mayor

August 8, 2014

MEMO TO: John C. Patterson, City Manager

FROM: Andrew Beamer, P.E., Public Services Director
Andrew Colling, Engineering Technician

SUBJECT: Change Order No. 1 with Wayne Coleman Construction, Inc.
Pratt Tank Renovations, Project 13-06

Recommendation:

That the Council, by resolution, authorize Change Order No. 1 to the agreement with Wayne Coleman Construction, Inc., for the Pratt Tank Renovations Project, for a price increase of \$2,000 and a time increase of 53 days.

Summary:

Wayne Coleman Construction, Inc., is under contract with the City of Casper for the Pratt Tank Renovations Project.

A time increase is needed due to a delay in production of new tank vents that are beyond the control of the contractor. The price increase is due to additional coating work completed after the tank was drained and areas of corrosion were discovered and repaired.

This change order is for a price increase of \$2,000 and a time increase of 56 days.

A resolution is prepared for Council's consideration.

CITY OF CASPER
CHANGE ORDER

NO. One (1)

PROJECT: Pratt Water Storage Tank Improvements Project DATE OF ISSUANCE: August 7, 2014

OWNER: City of Casper, Wyoming
200 N. David St., Casper, WY 82601

CONTRACTOR: Wayne Coleman Construction, Inc.

ENGINEER: Civil Engineering Professionals, Inc.

You are directed to make the following changes in the Contract Documents:

Description: Time added for delays beyond contractor's control and a contract price increase for additional tank coating work.

Attachments: CEPI Memo and Spreadsheet, WCCI Request Letter and documentation.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$ <u>167,307.00</u>	Original Contract Time: (days or date) Substantial Completion: <u>July 1, 2014</u> Final Completion: <u>July 15, 2014</u>
Previous Change Orders No. <u>0</u> to <u>0</u> \$ <u>0.00</u>	Net change from previous Change Orders (days): <u>0 Days</u>
Contract Price prior to this Change Order: \$ <u>167,307.00</u>	Contract Time Prior to this Change Order: (date) Substantial Completion: <u>July 1, 2014</u> Final completion: <u>July 15, 2014</u>
Net Increase/Decrease of this Change Order: \$ <u>2,000.00</u>	Net Increase/Decrease of this Change Order: <u>53 Days</u>
Contract Price with all approved Change Orders: \$ <u>169,307.00</u>	Contract Time with all approved Change Orders:(date) Substantial completion: <u>August 23, 2014</u> Final completion: <u>September 6, 2014</u>

ACCEPTED:

RECOMMENDED:

APPROVED:

BY: [Signature] BY: [Signature] BY: _____
Contractor Engineer Owner

**CITY OF CASPER
PRATT WATER STORAGE TANK IMPROVEMENTS PROJECT
Change Order No. 1**

LS = Lump Sum EA = Each
SY = Square Yard SF = Square Foot

LF = Linear Feet AC = Acre
CY = Cubic Yard Ton=Ton

ITEM	DESCRIPTION	UNIT	Original Contract			Change Order No. 1 Contract			Total Quantity	Total Cost
			QUANTITY	UNIT COST	TOTAL COST	Quantity	Unit Cost	Total Cost	Difference	Difference
1	Mobilization	LS	1	\$15,662.00	\$15,662.00	1	\$15,662.00	\$15,662.00	-	\$0.00
2	Connect to Existing Main	EA	1	14,000.00	14,000.00	1	14,000.00	14,000.00	-	0.00
3	Connect to Existing 12-inch Overflow	EA	1	6,500.00	6,500.00	1	6,500.00	6,500.00	-	0.00
4	12-inch DR18 PVC	LF	280	54.00	15,120.00	280	54.00	15,120.00	-	0.00
5	12-inch Gate Valve	EA	1	5,000.00	5,000.00	1	5,000.00	5,000.00	-	0.00
6	12-inch Fittings	EA	7	975.00	6,825.00	7	975.00	6,825.00	-	0.00
7	20-inch DR 18 PVC	LF	175	118.00	20,650.00	175	118.00	20,650.00	-	0.00
8	20-inch Fitting	EA	2	5,200.00	10,400.00	2	5,200.00	10,400.00	-	0.00
9	24-inch Butterfly Valve	EA	1	8,500.00	8,500.00	1	8,500.00	8,500.00	-	0.00
10	Drain/Overflow Structure	EA	1	17,000.00	17,000.00	1	17,000.00	17,000.00	-	0.00
11	Discharge Structure	EA	1	15,500.00	15,500.00	1	15,500.00	15,500.00	-	0.00
12	Concrete Sidewalk	SY	10	55.00	550.00	10	55.00	550.00	-	0.00
13	Curb and Gutter	LF	20	45.00	900.00	20	45.00	900.00	-	0.00
14	24-inch Tank Vent	EA	1	6,500.00	6,500.00	1	6,500.00	6,500.00	-	0.00
15	30-inch Tank Vent	EA	1	6,500.00	6,500.00	1	6,500.00	6,500.00	-	0.00
16	Tank Roof Handrails	LS	1	14,000.00	14,000.00	1	14,000.00	14,000.00	-	0.00
18	Chain Link Fence	LF	40	30.00	1,200.00	40	30.00	1,200.00	-	0.00
19	Landscaping and Seeding	LS	1	2,500.00	2,500.00	1	2,500.00	2,500.00	-	0.00
CO 1	Change Order No. 1	LS	0	2,000.00	0.00	1	2,000.00	2,000.00	1.00	2,000.00
Total Cost					\$167,307.00	\$169,307.00			\$2,000.00	



Wayne Coleman Construction, Inc.

*P.O. Box 2440
Mills, WY 82644*

*307-265-3158 Phone
307-265-3159 Fax*

Nick Larsen
C.E.P.I.
6800 Enterprise Dr.
Casper, WY 82609

RE: Pratt Water Storage Tank Improvements Project

Nick,

Wayne Coleman Construction, Inc. would like to request additional time to the contract for delays beyond our control. I have attached several e-mails documenting that the materials were ordered prior to a signed contract for the project. The specified tank vents are not scheduled to arrive until August 11, 2014. I have attached an updated schedule accounting for the material delays.

Seth M. Coleman
President
Wayne Coleman Construction, Inc.

July 1st – July 12th

- South tank railings
- South tank coating repairs

July 12th – August 1th

- Set discharge and overflow structures
- Pipe overflow and drain lines
- Sidewalk repairs

August 2nd – August 12th

- North tank railings
- North flange installation
- North tank coating repairs

August 18th

- North vent installation
- South vent installation
- Substantial completion

August 23rd – September 8th

- Fence repair
- Site restoration
- Re-seeding
- Final completion

Angela Coleman

From: Kendra Maxwell <KMaxwell@advancetank.com>
Sent: Monday, June 02, 2014 1:17 PM
To: Caleb Coleman
Subject: RE: Pratt Submittals
Attachments: WAYNE.pdf

Submittals done
Contracts signed
Material ordered prior to
Contract time starting

From: Caleb Coleman [<mailto:wcc@bresnan.net>]
Sent: Thursday, May 29, 2014 3:58 PM
To: Kendra Maxwell
Subject: FW: Pratt Submittals

Kendra
Attached is an as noted approval by the tank vendor. Please let me know what we need to do to get these scheduled for production and an estimated delivery date.

Thank you
Caleb Coleman

Wayne Construction Co. LLC
1888 Woodfield Ln. Aspen, MA
Office: (307) 268-3156
Cell: (307) 268-3157
Fax: (307) 268-3159
E-mail: wcc@bresnan.net

Angela Coleman

From: Cody Price <Cody@vcpinc.net>
Sent: Thursday, June 05, 2014 12:42 PM
To: Bonnie Lerma
Cc: Wayne Coleman Construction, Inc. (wcci@bresnan.net)
Subject: RE: Signed Quote

Thanks!

I will email product drawings for approval on Monday!

Cody J. Price
Project Coordinator
Vaughn Concrete Products, Inc.
t.877.827.8255 | f.877.827.7969
www.vcpinc.com

From: Bonnie Lerma [mailto:wcci@bresnan.net]
Sent: Thursday, June 05, 2014 12:45 PM
To: Cody Price
Subject: RE: Signed Quote

Hi Cody,
Just the product drawings for approval.

Thank you,

Bonnie Lerma
Wayne Coleman Construction, Inc.
Phone: 307-265-3158
Fax: 307-265-3159
E-Mail: wcci@bresnan.net



From: Cody Price [mailto:Cody@vcpinc.net]
Sent: Monday, June 02, 2014 6:42 AM
To: Bonnie Lerma
Subject: RE: Signed Quote

Thanks Bonnie!

Do you need full material submittals or just product drawings for approval?

Cody J. Price
Project Coordinator
Vaughn Concrete Products, Inc.

Asked for submittals
before contract time
Started - Signed quote
before contract time
Started

From: Bonnie Lerma [<mailto:wccj@bresnan.net>]

Sent: Friday, May 30, 2014 9:35 AM

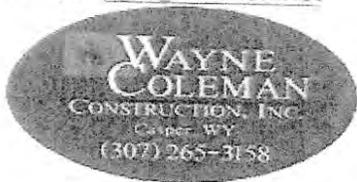
To: Cody Price

Subject: Signed Quote

Hi Cody,
Here is the signed quote.

Thank you,

Bonnie Lerma
Wayne Coleman Construction, Inc.
Phone: 307-265-3158
Fax: 307-265-3159
E-Mail: wccj@bresnan.net



Angela Coleman

From: victor@waterworksind.com
To: wcci@bresnan.net
Sent: Thursday, May 29, 2014 5:00 PM
Subject: Read: Pratt Submittals

Your message

To: Mena, Victor [Ferguson] - 1701 Reg 5 Area 2 Office- Build
Subject: FW: Pratt Submittals
Sent: Thursday, May 29, 2014 5:44:27 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Thursday, May 29, 2014 6:59:06 PM (UTC-05:00) Eastern Time (US & Canada).

Ask for submittals
before contract time
started



Memorandum

Date: August 7, 2014
To: Andrew Colling, City of Casper
From: Nick Larsen, CEPI
WO #: 13-12
Subject: Pratt Water Storage Tank Improvements Project

Enclosed is Change Order No. 1 for your review and approval for the Pratt Water Storage Tank Improvements Project. This change order adds time to the contract for delays beyond the contractor's control. The biggest delay was the lead time for the specified tank vents. The submittals for tank vents were submitted to CEPI on May 22, 2014 (prior to the Project Notice to Proceed) and approved by CEPI on May 28, 2014. Wayne Coleman Construction returned the submittals to the manufacturer on May 29, 2014. The tank vents are scheduled to arrive on August 11, 2014. This is 10.5 weeks of lead time and 6 weeks after the Substantial Completion deadline. This delay was unforeseen and beyond Wayne Coleman Construction's control.

This change order also includes a \$2,000.00 increase in contract price to repair the coating on several rust spots inside the south tank.

RESOLUTION NO. 14-219

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO THE AGREEMENT WITH WAYNE COLEMAN CONSTRUCTION, INC., FOR THE PRATT TANK IMPROVEMENTS, PROJECT NO. 13-06.

WHEREAS, the City of Casper desires to change the scope of work for the Pratt Tank Improvements, Project No. 13-06; and,

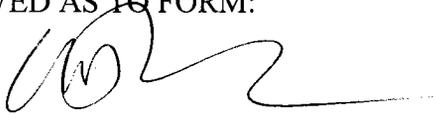
WHEREAS, Wayne Coleman Construction, Inc., is able and willing to provide those services, specified as Change Order No. 1 to the agreement for surface preparation and coating of damaged interior lining for the Pratt Tank Improvements, Project No. 13-06, and further described therein.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, Change Order No. 1 to the agreement with Wayne Coleman Construction, Inc., for surface preparation and coating of damaged interior lining for the Pratt Tank Improvements, Project No. 13-06, for those services.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total Change Order No. 1 amount not to exceed Two Thousand Dollars (\$2,000), for a total price not to exceed One Hundred Sixty-Nine Thousand Three Hundred Seven Dollars (\$169,307) and contract time extension of fifty-three (53) days.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Paul L. Meyer
Mayor

August 12, 2014

MEMO TO: John C. Patterson, City Manager
FROM: Steve Freel, Acting Chief of Police 
SUBJECT: User Agency Agreements

Recommendation:

That Council, by resolution, authorize an agreement for Public Safety Dispatching and Enhanced 911 service with the Towns of Mills, Evansville and Midwest, and Natrona County and the Natrona County Fire Protection District.

Summary:

The proposed contractual agreements with the aforementioned agencies provide for Public Safety Communications and Enhanced 911 services by the City of Casper. The Agreements provide for compensation to the City for services rendered, as well as capital replacement provisions. The Agreements shall be for a term ending on June 30, 2019.

A resolution has been prepared for Council's consideration.

PUBLIC SAFETY OVERSIGHT COMMITTEE AGREEMENT

THIS AGREEMENT is made and entered into this ____ day of _____, 2014, by and between the City of Casper, Wyoming, A Municipal Corporation, hereinafter referred to as “City”, and Natrona County Wyoming, Natrona County Fire Protection District, Town of Mills Wyoming, Town of Evansville Wyoming, Town of Midwest Wyoming, hereinafter referred to, individually and collectively as “User Entity.” Throughout this document, City and User Entity may be collectively referred to as the “parties.”

WITNESSETH:

WHEREAS, the various public safety user entities in Natrona County that provide public safety services desire to coordinate, centralize, and economically operate a combined dispatch and E-911 emergency telephone service in Natrona County, Wyoming, and agree to participate in funding of such facilities; and,

WHEREAS, User Entity, in order to facilitate operation of all public safety dispatching and E-911 emergency telephone service in Natrona County, desires to create and organize an E-911 Oversight committee to act as a users’ group to exchange information and communicate regarding customer service issues; and,

WHEREAS, The City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone service in Natrona County, Wyoming; and,

WHEREAS, the City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone services provided for User Entity and private enterprise users such as WMC, in and as a part of a facility maintained and operated by the City, known as the Public Safety Communications Center (hereinafter referred to as “PSCC”), under the terms and conditions set forth in the Agreement.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and Agreements contained herein, it is understood and agreed by and between the parties as follows:

I. AGREEMENT DURATION

The initial term of the Agreement shall be for the fiscal year commencing July 1, 2014 through June 30, 2019. This Agreement shall automatically renew on July 1, 2015, and on July 1st of each fiscal year thereafter for like terms unless otherwise terminated as provided in Section IV of this Agreement. Provided however, this Agreement shall terminate and be of no further force of effect between the parties at midnight on June 30, 2019.

II. CREATION, ORGANIZATION, AND COMPOSITION OF OVERSIGHT COMMITTEE

- A. An Oversight Committee shall be established consisting of the following persons or their authorized designees, recognized as voting representatives: City of Casper Police Chief, City of Casper Fire Chief, Casper Assistant City Manager, Casper City Attorney, Natrona County Fire Protection District Chief, Natrona County Sheriff, Natrona County Commissioner, Town of Mills Police Chief, and Town of Evansville Police Chief. Private enterprise user entity members with non-voting status covered under a separate agreement, but part of the committee: Wyoming Medical Center. Additional representatives may be appointed as necessary to represent other public safety users or private enterprise users.
- B. The Oversight Committee shall act as a forum to address issues, including, but not limited to, information exchange, customer service concerns, and recommendations on PSCC operations. The Oversight Committee shall investigate and recommend policies and procedures for operations to the Casper City Manager, and investigate and recommend funding sources as they relate to the PSCC.

III. OPERATION, MAINTENANCE, AND BUDGET

- A. Operation. The City shall enter into appropriate Agreements with telecommunications companies to provide service for the E-911 Emergency Reporting System, in accordance with the Exchange Network Service Tariffs on file with the Wyoming Public Service Commission. The City agrees to timely advance payment to the appropriate telecommunications companies, for services provided on the User Entity's behalf.
 - 1. The City shall employ and train all personnel necessary to operate all radio and E-911 systems. All calls received by the PSCC shall be dispatched by PSCC personnel. The City shall provide adequate space for, and maintain all necessary equipment for the operation of the PSCC as provided herein.
 - 2. Each User Entity grants the City full authority over the administration and dissemination of relevant Federal Bureau of Investigation – National Crime Information Center (FBI-NCIC) data that pertains to said jurisdiction.
- B. Operational and Maintenance Expense. The City shall be responsible for the actual operation and maintenance of the PSCC. It shall make disbursements for all costs incurred in such operations and maintenance, subject to monthly reimbursement from each User Entity for its proportionate share of all of the operational, maintenance, and depreciation expenses as provided below:
 - 1. Operation expenses. Include, but are not limited to, salaries, employee benefits, tax and workers' compensation insurance expenses; travel and training expenses; uniforms; safety equipment; telephone and Enhanced 911 expenses; rent; insurance and bonds; office supplies; reproduction-microfilm costs; and CAD system expenses.

- C. Depreciation Expense. The operations budget for the PSCC includes an account for the depreciation of capital assets. This depreciation account is for tracking and depreciating asset purchases. In addition to the proportionate share of operational and maintenance expenses, each User Entity shall also pay to the City of Casper, on a monthly basis, their proportionate share of the total annual depreciation expenses incurred by the PSCC for the prior fiscal year.
- D. Accounting. Each User Entity agrees to pay to the City a proportionate share of the maintenance, operational, and depreciation expenses incurred by the City in operating the PSCC, based on the ratio that each entity's calls for service bears to the total number of calls received by the PSCC for the calendar years 2014 through 2019. Each User Entity's proportion, based upon calendar years 2009 through 2013, is set forth on "Exhibit A" attached hereto; the same being incorporated herein at this point as if fully set forth.
1. The City shall bill each User Entity on a monthly basis for each User Entity's proportionate share of the operational, maintenance, and depreciation expenses incurred in the operation of the PSCC. Each User Entity agrees to pay each bill within forty-five (45) days of bill receipt.
 2. E-911 surcharge fees will be allocated to the Public Safety Communications Center, directly from the Natrona County Treasurer's office. These funds shall be divided and credited proportionately to each User Entity's respective monthly invoice.
- E. Information Services. Each User Entity desiring to add hardware or software to the CAD system is required to submit a proposal to the City. This proposal will define the expansion, costs, and benefits to each User Entity, and any additional resources to operate the CAD system. The proposal will be evaluated by the Oversight Committee and the City Management Information Technology Division, and the final decision will be made by the City Manager.

IV. TERMINATION AND DISSOLUTION

- A. Any party may withdraw from this Agreement by providing the Casper City Manager with ninety (90) days advance written notice, prior to July 1st of any fiscal year. Following said notice, this Agreement shall terminate, and be of no further force or effect between the City of Casper and the terminating party on July 1 of the year such notice is given. A copy of such termination notice shall be supplied to each other's party to this Agreement by the City Manager as soon as practical. The terminating party shall be liable for any cost incurred by the City of Casper for the terminating party's proportionate share of the operational, maintenance, and depreciation expenses up to the date of the termination of this Agreement.
- B. Upon the withdrawal of any User Entity from this Agreement, the operational, maintenance, and depreciation expenses shall be re-prorated between the remaining parties to this Agreement as otherwise provided in the Agreement.

- C. Upon termination and dissolution of this Agreement by all parties, the City of Casper shall, after the full satisfaction of all outstanding operational, maintenance, and depreciation expenses, disperse to each of said parties, based upon parties' proportionate share of the operational, maintenance, and depreciation expenses, any remaining accumulated funds for that calendar year.
- D. Upon the termination and dissolution of this Agreement, any and all capital assets of the PSCC, including all equipment and software associated therewith shall remain, and be the sole separate property of the City of Casper, free and clear of any claim of any party.
- E. The parties' obligations under the Spillman User Confidentiality Policy Agreement shall survive termination and dissolution of this Agreement.

V. **GENERAL TERMS AND CONDITIONS**

- A. Wyoming Governmental Claims Act. The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- B. Changes. The City may, from time to time, request changes in the scope of the services of the Agreement. Such changes, including any increase or decrease in the amount of the City's compensation, which are mutually agreed upon between the City and the User Entities, shall be incorporated in written amendments to this Agreement. There shall be no increase in the amount of the City's compensation unless approved by Resolution adopted by City.

VI. **SEVERABILITY**

The terms, provisions, and conditions of the Agreement are severable. If any term or provision of the Agreement or its application to any person or circumstance is determined by a court of proper jurisdiction to be invalid, such invalidity shall be limited to such person, circumstance, term or provision and shall not affect other persons, circumstances, terms or provisions which can be given effect without the invalid provision or application.

(SIGNATURE PAGE BELOW)

APPROVED AS TO FORM:



Attest:

CITY OF CASPER, WYOMING
A Municipal Corporation:

V.H. McDonald
City Clerk

Paul L. Meyer
Mayor

Attest:

Name of Agency (please print)
TOWN OF EVANSVILLE



Clerk



Name/Title

EXHIBIT A

Public Safety Communications Center
FY15 Proposed Budget for User Agencies

	Percentages	2014-2015
		User Initial Costs
		\$ 2,289,606.00
Natrona County	15.88%	\$ 363,589.43
Town of Mills	5.42%	\$ 124,096.65
Mills Fire	1.00%	\$ 22,896.06
Town of Evansville	4.56%	\$ 104,406.03
Evansville Fire	0.67%	\$ 15,340.36
NC Fire District	2.32%	\$ 53,118.86
WY. Medical Center	6.90%	\$ 157,982.81
Metro Animal Control	0.61%	\$ 13,966.60
Casper Public Utilities	0.44%	\$ 10,074.27
Town of Midwest	0.34%	\$ 7,784.66
City of Casper	61.86%	\$ 1,416,350.27
	100.00%	

	Depreciation		Users + Deprec.
			\$ 142,392.00
Natrona County	15.88%	\$ 22,611.85	\$ 386,201.28
Town of Mills	5.42%	\$ 7,717.65	\$ 131,814.29
Mills Fire	1.00%	\$ 1,423.92	\$ 24,319.98
Town of Evansville	4.56%	\$ 6,493.08	\$ 110,899.11
Evansville Fire	0.67%	\$ 954.03	\$ 16,294.39
NC Fire District	2.32%	\$ 3,303.49	\$ 56,422.35
WY. Medical Center	6.90%	\$ 9,825.05	\$ 167,807.86
Metro Animal Control	0.61%	\$ 868.59	\$ 14,835.19
Casper Public Utilities	0.44%	\$ 626.52	\$ 10,700.79
Town of Midwest	0.34%	\$ 484.13	\$ 8,268.79
City of Casper	61.86%	\$ 88,083.69	\$ 1,504,433.96
	100.00%		

	Revenue		Total User Costs
			\$ 900,000.00
Natrona County	15.88%	\$ 142,920.00	\$ 243,281.28
Town of Mills	5.42%	\$ 48,780.00	\$ 83,034.29
Mills Fire	1.00%	\$ 9,000.00	\$ 15,319.98
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City of Casper	61.86%	\$ 556,740.00	\$ 947,693.96
	100.00%		\$ 1,531,998.00

Actual Comparisons	2013-2014	2014-2015	Increase/Decrease
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Evansville Fire	\$ -	\$ 10,264.39	\$ 10,264.39
NC Fire District	\$ 27,494.06	\$ 35,542.35	\$ 8,048.29
WY. Medical Center	\$ 80,163.07	\$ 105,707.86	\$ 25,544.79
Metro Animal Control	\$ 9,723.51	\$ 9,345.19	\$ (378.32)
Casper Public Utilities	\$ 8,312.48	\$ 6,740.79	\$ (1,571.69)
Town of Midwest	\$ 6,049.25	\$ 5,208.79	\$ (840.46)
City of Casper	\$ 861,271.05	\$ 947,693.96	\$ 86,422.91

5/21/2014 9:35 AM vmacy

PUBLIC SAFETY OVERSIGHT COMMITTEE AGREEMENT

THIS AGREEMENT is made and entered into this 8 day of July, 2014, by and between the City of Casper, Wyoming, A Municipal Corporation, hereinafter referred to as “City”, and Natrona County Wyoming, Natrona County Fire Protection District, Town of Mills Wyoming, Town of Evansville Wyoming, Town of Midwest Wyoming, hereinafter referred to, individually and collectively as “User Entity.” Throughout this document, City and User Entity may be collectively referred to as the “parties.”

WITNESSETH:

WHEREAS, the various public safety user entities in Natrona County that provide public safety services desire to coordinate, centralize, and economically operate a combined dispatch and E-911 emergency telephone service in Natrona County, Wyoming, and agree to participate in funding of such facilities; and,

WHEREAS, User Entity, in order to facilitate operation of all public safety dispatching and E-911 emergency telephone service in Natrona County, desires to create and organize an E-911 Oversight committee to act as a users’ group to exchange information and communicate regarding customer service issues; and,

WHEREAS, The City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone service in Natrona County, Wyoming; and,

WHEREAS, the City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone services provided for User Entity and private enterprise users such as WMC, in and as a part of a facility maintained and operated by the City, known as the Public Safety Communications Center (hereinafter referred to as “PSCC”), under the terms and conditions set forth in the Agreement.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and Agreements contained herein, it is understood and agreed by and between the parties as follows:

I. AGREEMENT DURATION

The initial term of the Agreement shall be for the fiscal year commencing July 1, 2014 through June 30, 2019. This Agreement shall automatically renew on July 1, 2015, and on July 1st of each fiscal year thereafter for like terms unless otherwise terminated as provided in Section IV of this Agreement. Provided however, this Agreement shall terminate and be of no further force of effect between the parties at midnight on June 30, 2019.

II. CREATION, ORGANIZATION, AND COMPOSITION OF OVERSIGHT COMMITTEE

- A. An Oversight Committee shall be established consisting of the following persons or their authorized designees, recognized as voting representatives: City of Casper Police Chief, City of Casper Fire Chief, Casper Assistant City Manager, Casper City Attorney, Natrona County Fire Protection District Chief, Natrona County Sheriff, Natrona County Commissioner, Town of Mills Police Chief, and Town of Evansville Police Chief. Private enterprise user entity members with non-voting status covered under a separate agreement, but part of the committee: Wyoming Medical Center. Additional representatives may be appointed as necessary to represent other public safety users or private enterprise users.
- B. The Oversight Committee shall act as a forum to address issues, including, but not limited to, information exchange, customer service concerns, and recommendations on PSCC operations. The Oversight Committee shall investigate and recommend policies and procedures for operations to the Casper City Manager, and investigate and recommend funding sources as they relate to the PSCC.

III. OPERATION, MAINTENANCE, AND BUDGET

- A. Operation. The City shall enter into appropriate Agreements with telecommunications companies to provide service for the E-911 Emergency Reporting System, in accordance with the Exchange Network Service Tariffs on file with the Wyoming Public Service Commission. The City agrees to timely advance payment to the appropriate telecommunications companies, for services provided on the User Entity's behalf.
 - 1. The City shall employ and train all personnel necessary to operate all radio and E-911 systems. All calls received by the PSCC shall be dispatched by PSCC personnel. The City shall provide adequate space for, and maintain all necessary equipment for the operation of the PSCC as provided herein.
 - 2. Each User Entity grants the City full authority over the administration and dissemination of relevant Federal Bureau of Investigation – National Crime Information Center (FBI-NCIC) data that pertains to said jurisdiction.
- B. Operational and Maintenance Expense. The City shall be responsible for the actual operation and maintenance of the PSCC. It shall make disbursements for all costs incurred in such operations and maintenance, subject to monthly reimbursement from each User Entity for its proportionate share of all of the operational, maintenance, and depreciation expenses as provided below:
 - 1. Operation expenses. Include, but are not limited to, salaries, employee benefits, tax and workers' compensation insurance expenses; travel and training expenses; uniforms; safety equipment; telephone and Enhanced 911 expenses; rent; insurance and bonds; office supplies; reproduction-microfilm costs; and CAD system expenses.

- C. Depreciation Expense. The operations budget for the PSCC includes an account for the depreciation of capital assets. This depreciation account is for tracking and depreciating asset purchases. In addition to the proportionate share of operational and maintenance expenses, each User Entity shall also pay to the City of Casper, on a monthly basis, their proportionate share of the total annual depreciation expenses incurred by the PSCC for the prior fiscal year.
- D. Accounting. Each User Entity agrees to pay to the City a proportionate share of the maintenance, operational, and depreciation expenses incurred by the City in operating the PSCC, based on the ratio that each entity's calls for service bears to the total number of calls received by the PSCC for the calendar years 2014 through 2019. Each User Entity's proportion, based upon calendar years 2009 through 2013, is set forth on "Exhibit A" attached hereto; the same being incorporated herein at this point as if fully set forth.
 - 1. The City shall bill each User Entity on a monthly basis for each User Entity's proportionate share of the operational, maintenance, and depreciation expenses incurred in the operation of the PSCC. Each User Entity agrees to pay each bill within forty-five (45) days of bill receipt.
 - 2. E-911 surcharge fees will be allocated to the Public Safety Communications Center, directly from the Natrona County Treasurer's office. These funds shall be divided and credited proportionately to each User Entity's respective monthly invoice.
- E. Information Services. Each User Entity desiring to add hardware or software to the CAD system is required to submit a proposal to the City. This proposal will define the expansion, costs, and benefits to each User Entity, and any additional resources to operate the CAD system. The proposal will be evaluated by the Oversight Committee and the City Management Information Technology Division, and the final decision will be made by the City Manager.

IV. TERMINATION AND DISSOLUTION

- A. Any party may withdraw from this Agreement by providing the Casper City Manager with ninety (90) days advance written notice, prior to July 1st of any fiscal year. Following said notice, this Agreement shall terminate, and be of no further force or effect between the City of Casper and the terminating party on July 1 of the year such notice is given. A copy of such termination notice shall be supplied to each other's party to this Agreement by the City Manager as soon as practical. The terminating party shall be liable for any cost incurred by the City of Casper for the terminating party's proportionate share of the operational, maintenance, and depreciation expenses up to the date of the termination of this Agreement.
- B. Upon the withdrawal of any User Entity from this Agreement, the operational, maintenance, and depreciation expenses shall be re-prorated between the remaining parties to this Agreement as otherwise provided in the Agreement.

- C. Upon termination and dissolution of this Agreement by all parties, the City of Casper shall, after the full satisfaction of all outstanding operational, maintenance, and depreciation expenses, disperse to each of said parties, based upon parties' proportionate share of the operational, maintenance, and depreciation expenses, any remaining accumulated funds for that calendar year.
- D. Upon the termination and dissolution of this Agreement, any and all capital assets of the PSCC, including all equipment and software associated therewith shall remain, and be the sole separate property of the City of Casper, free and clear of any claim of any party.
- E. The parties' obligations under the Spillman User Confidentiality Policy Agreement shall survive termination and dissolution of this Agreement.

V. GENERAL TERMS AND CONDITIONS

- A. Wyoming Governmental Claims Act. The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- B. Changes. The City may, from time to time, request changes in the scope of the services of the Agreement. Such changes, including any increase or decrease in the amount of the City's compensation, which are mutually agreed upon between the City and the User Entities, shall be incorporated in written amendments to this Agreement. There shall be no increase in the amount of the City's compensation unless approved by Resolution adopted by City.

VI. SEVERABILITY

The terms, provisions, and conditions of the Agreement are severable. If any term or provision of the Agreement or its application to any person or circumstance is determined by a court of proper jurisdiction to be invalid, such invalidity shall be limited to such person, circumstance, term or provision and shall not affect other persons, circumstances, terms or provisions which can be given effect without the invalid provision or application.

(SIGNATURE PAGE BELOW)

EXHIBIT A

Public Safety Communications Center
FY15 Proposed Budget for User Agencies

	Percentages	2014-2015
		User Initial Costs
		\$ 2,289,606.00
Natrona County	15.88%	\$ 363,589.43
Town of Mills	5.42%	\$ 124,096.65
Mills Fire	1.00%	\$ 22,896.06
Town of Evansville	4.56%	\$ 104,406.03
Evansville Fire	0.67%	\$ 15,340.36
NC Fire District	2.32%	\$ 53,118.86
WY. Medical Center	6.90%	\$ 157,982.81
Metro Animal Control	0.61%	\$ 13,966.60
Casper Public Utilities	0.44%	\$ 10,074.27
Town of Midwest	0.34%	\$ 7,784.66
City of Casper	61.86%	\$ 1,416,350.27
	100.00%	

	Percentages	Users + Deprec.	Users + Deprec.
			Users + Deprec.
		\$ 142,392.00	
Natrona County	15.88%	\$ 22,611.85	\$ 386,201.28
Town of Mills	5.42%	\$ 7,717.65	\$ 131,814.29
Mills Fire	1.00%	\$ 1,423.92	\$ 24,319.98
Town of Evansville	4.56%	\$ 6,493.08	\$ 110,899.11
Evansville Fire	0.67%	\$ 954.03	\$ 16,294.39
NC Fire District	2.32%	\$ 3,303.49	\$ 56,422.35
WY. Medical Center	6.90%	\$ 9,825.05	\$ 167,807.86
Metro Animal Control	0.61%	\$ 868.59	\$ 14,835.19
Casper Public Utilities	0.44%	\$ 626.52	\$ 10,700.79
Town of Midwest	0.34%	\$ 484.13	\$ 8,268.79
City of Casper	61.86%	\$ 88,083.69	\$ 1,504,433.96
	100.00%		

	Percentages	Total User Costs	Total User Costs
			Total User Costs
		\$ 900,000.00	
Natrona County	15.88%	\$ 142,920.00	\$ 243,281.28
Town of Mills	5.42%	\$ 48,780.00	\$ 83,034.29
Mills Fire	1.00%	\$ 9,000.00	\$ 15,319.98
Town of Evansville	4.56%	\$ 41,040.00	\$ 69,859.11
Evansville Fire	0.67%	\$ 6,030.00	\$ 10,264.39
NC Fire District	2.32%	\$ 20,880.00	\$ 35,542.35
WY. Medical Center	6.90%	\$ 62,100.00	\$ 105,707.86
Metro Animal Control	0.61%	\$ 5,490.00	\$ 9,345.19
Casper Public Utilities	0.44%	\$ 3,960.00	\$ 6,740.79
Town of Midwest	0.34%	\$ 3,060.00	\$ 5,208.79
City of Casper	61.86%	\$ 556,740.00	\$ 947,693.96
	100.00%		\$ 1,531,998.00

Actual Comparisons	2013-2014	2014-2015	Increase/Decrease
Natrona County	\$ 248,382.59	\$ 243,281.28	\$ (5,101.31)
Town of Mills	\$ 88,154.23	\$ 83,034.29	\$ (5,119.94)
Mills Fire	\$ -	\$ 15,319.98	\$ 15,319.98
Town of Evansville	\$ 67,491.78	\$ 69,859.11	\$ 2,367.33
Evansville Fire	\$ -	\$ 10,264.39	\$ 10,264.39
NC Fire District	\$ 27,494.06	\$ 35,542.35	\$ 8,048.29
WY. Medical Center	\$ 80,163.07	\$ 105,707.86	\$ 25,544.79
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Casper Public Utilities	\$ 8,312.48	\$ 6,740.79	\$ (1,571.69)
Town of Midwest	\$ 6,049.25	\$ 5,208.79	\$ (840.46)
City of Casper	\$ 861,271.05	\$ 947,693.96	\$ 86,422.91

5/21/2014 9:35 AM vmacy

PUBLIC SAFETY OVERSIGHT COMMITTEE AGREEMENT

THIS AGREEMENT is made and entered into this 30 day of July, 2014, by and between the City of Casper, Wyoming, A Municipal Corporation, hereinafter referred to as "City", and Natrona County Wyoming, Natrona County Fire Protection District, Town of Mills Wyoming, Town of Evansville Wyoming, Town of Midwest Wyoming, hereinafter referred to, individually and collectively as "User Entity." Throughout this document, City and User Entity may be collectively referred to as the "parties."

WITNESSETH:

WHEREAS, the various public safety user entities in Natrona County that provide public safety services desire to coordinate, centralize, and economically operate a combined dispatch and E-911 emergency telephone service in Natrona County, Wyoming, and agree to participate in funding of such facilities; and,

WHEREAS, User Entity, in order to facilitate operation of all public safety dispatching and E-911 emergency telephone service in Natrona County, desires to create and organize an E-911 Oversight committee to act as a users' group to exchange information and communicate regarding customer service issues; and,

WHEREAS, The City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone service in Natrona County, Wyoming; and,

WHEREAS, the City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone services provided for User Entity and private enterprise users such as WMC, in and as a part of a facility maintained and operated by the City, known as the Public Safety Communications Center (hereinafter referred to as "PSCC"), under the terms and conditions set forth in the Agreement.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and Agreements contained herein, it is understood and agreed by and between the parties as follows:

I. AGREEMENT DURATION

The initial term of the Agreement shall be for the fiscal year commencing July 1, 2014 through June 30, 2019. This Agreement shall automatically renew on July 1, 2015, and on July 1st of each fiscal year thereafter for like terms unless otherwise terminated as provided in Section IV of this Agreement. Provided however, this Agreement shall terminate and be of no further force of effect between the parties at midnight on June 30, 2019.

II. CREATION, ORGANIZATION, AND COMPOSITION OF OVERSIGHT COMMITTEE

- A. An Oversight Committee shall be established consisting of the following persons or their authorized designees, recognized as voting representatives: City of Casper Police Chief, City of Casper Fire Chief, Casper Assistant City Manager, Casper City Attorney, Natrona County Fire Protection District Chief, Natrona County Sheriff, Natrona County Attorney, Town of Mills Police Chief, and Town of Evansville Police Chief. Private enterprise user entity members with non-voting status covered under a separate agreement, but part of the committee: Wyoming Medical Center. Additional representatives may be appointed as necessary to represent other public safety users or private enterprise users.
- B. The Oversight Committee shall act as a forum to address issues, including, but not limited to, information exchange, customer service concerns, and recommendations on PSCC operations. The Oversight Committee shall investigate and recommend policies and procedures for operations to the Casper City Manager, and investigate and recommend funding sources as they relate to the PSCC.

III. OPERATION, MAINTENANCE, AND BUDGET

- A. Operation. The City shall enter into appropriate Agreements with telecommunications companies to provide service for the E-911 Emergency Reporting System, in accordance with the Exchange Network Service Tariffs on file with the Wyoming Public Service Commission. The City agrees to timely advance payment to the appropriate telecommunications companies, for services provided on the User Entity's behalf.
 - 1. The City shall employ and train all personnel necessary to operate all radio and E-911 systems. All calls received by the PSCC shall be dispatched by PSCC personnel. The City shall provide adequate space for, and maintain all necessary equipment for the operation of the PSCC as provided herein.
 - 2. Each User Entity grants the City full authority over the administration and dissemination of relevant Federal Bureau of Investigation – National Crime Information Center (FBI-NCIC) data that pertains to said jurisdiction.
- B. Operational and Maintenance Expense. The City shall be responsible for the actual operation and maintenance of the PSCC. It shall make disbursements for all costs incurred in such operations and maintenance, subject to monthly reimbursement from each User Entity for its proportionate share of all of the operational, maintenance, and depreciation expenses as provided below:
 - 1. Operation expenses. Include, but are not limited to, salaries, employee benefits, tax and workers' compensation insurance expenses; travel and training expenses; uniforms; safety equipment; telephone and Enhanced 911 expenses; rent; insurance and bonds; office supplies; reproduction-microfilm costs; and CAD system expenses.

- C. Depreciation Expense. The operations budget for the PSCC includes an account for the depreciation of capital assets. This depreciation account is for tracking and depreciating asset purchases. In addition to the proportionate share of operational and maintenance expenses, each User Entity shall also pay to the City of Casper, on a monthly basis, their proportionate share of the total annual depreciation expenses incurred by the PSCC for the prior fiscal year.
- D. Accounting. Each User Entity agrees to pay to the City a proportionate share of the maintenance, operational, and depreciation expenses incurred by the City in operating the PSCC, based on the ratio that each entity's calls for service bears to the total number of calls received by the PSCC for the calendar years 2014 through 2019. Each User Entity's proportion, based upon calendar years 2009 through 2013, is set forth on "Exhibit A" attached hereto; the same being incorporated herein at this point as if fully set forth.
1. The City shall bill each User Entity on a monthly basis for each User Entity's proportionate share of the operational, maintenance, and depreciation expenses incurred in the operation of the PSCC. Each User Entity agrees to pay each bill within forty-five (45) days of bill receipt.
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IV. TERMINATION AND DISSOLUTION

- A. Any party may withdraw from this Agreement by providing the Casper City Manager with ninety (90) days advance written notice, prior to July 1st of any fiscal year. Following said notice, this Agreement shall terminate, and be of no further force or effect between the City of Casper and the terminating party on July 1 of the year such notice is given. A copy of such termination notice shall be supplied to each other's party to this Agreement by the City Manager as soon as practical. The terminating party shall be liable for any cost incurred by the City of Casper for the terminating party's proportionate share of the operational, maintenance, and depreciation expenses up to the date of the termination of this Agreement.
- B. Upon the withdrawal of any User Entity from this Agreement, the operational, maintenance, and depreciation expenses shall be re-prorated between the remaining parties to this Agreement as otherwise provided in the Agreement.

- C. Upon termination and dissolution of this Agreement by all parties, the City of Casper shall, after the full satisfaction of all outstanding operational, maintenance, and depreciation expenses, disperse to each of said parties, based upon parties' proportionate share of the operational, maintenance, and depreciation expenses, any remaining accumulated funds for that calendar year.
- D. Upon the termination and dissolution of this Agreement, any and all capital assets of the PSCC, including all equipment and software associated therewith shall remain, and be the sole separate property of the City of Casper, free and clear of any claim of any party.
- E. The parties' obligations under the Spillman User Confidentiality Policy Agreement shall survive termination and dissolution of this Agreement.

V. GENERAL TERMS AND CONDITIONS

- A. Wyoming Governmental Claims Act. The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- B. Changes. The City may, from time to time, request changes in the scope of the services of the Agreement. Such changes, including any increase or decrease in the amount of the City's compensation, which are mutually agreed upon between the City and the User Entities, shall be incorporated in written amendments to this Agreement. There shall be no increase in the amount of the City's compensation unless approved by Resolution adopted by City.

VI. SEVERABILITY

The terms, provisions, and conditions of the Agreement are severable. If any term or provision of the Agreement or its application to any person or circumstance is determined by a court of proper jurisdiction to be invalid, such invalidity shall be limited to such person, circumstance, term or provision and shall not affect other persons, circumstances, terms or provisions which can be given effect without the invalid provision or application.

(SIGNATURE PAGE BELOW)

EXHIBIT A

Public Safety Communications Center
FY15 Proposed Budget for User Agencies

Percentages		2014-2015
\$ 2,289,606.00		User Initial Costs
Natrona County	15.88%	\$ 363,589.43
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City of Casper	61.86%	\$ 1,416,350.27
	100.00%	

Depreciation		Users + Deprec.	
\$142,392.00			
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Town of Midwest	0.34%	\$ 484.13	\$ 8,268.79
City of Casper	61.86%	\$ 88,083.69	\$ 1,504,433.96
	100.00%		

Revenue		Total User Costs	
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	100.00%		\$ 1,531,998.00

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City of Casper	\$ 861,271.05	\$ 947,693.96	\$ 86,422.91

5/21/2014 9:35 AM vmacy

PUBLIC SAFETY OVERSIGHT COMMITTEE AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 2014, by and between the City of Casper, Wyoming, A Municipal Corporation, hereinafter referred to as "City", and Natrona County Wyoming, Natrona County Fire Protection District, Town of Mills Wyoming, Town of Evansville Wyoming, Town of Midwest Wyoming, hereinafter referred to, individually and collectively as "User Entity." Throughout this document, City and User Entity may be collectively referred to as the "parties."

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WHEREAS, User Entity, in order to facilitate operation of all public safety dispatching and E-911 emergency telephone service in Natrona County, desires to create and organize an E-911 Oversight committee to act as a users' group to exchange information and communicate regarding customer service issues; and,

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WHEREAS, the City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone services provided for User Entity and private enterprise users such as WMC, in and as a part of a facility maintained and operated by the City, known as the Public Safety Communications Center (hereinafter referred to as "PSCC"), under the terms and conditions set forth in the Agreement.

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- A. Operation. The City shall enter into appropriate Agreements with telecommunications companies to provide service for the E-911 Emergency Reporting System, in accordance with the Exchange Network Service Tariffs on file with the Wyoming Public Service Commission. The City agrees to timely advance payment to the appropriate telecommunications companies, for services provided on the User Entity's behalf.
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- C. Depreciation Expense. The operations budget for the PSCC includes an account for the depreciation of capital assets. This depreciation account is for tracking and depreciating asset purchases. In addition to the proportionate share of operational and maintenance expenses, each User Entity shall also pay to the City of Casper, on a monthly basis, their proportionate share of the total annual depreciation expenses incurred by the PSCC for the prior fiscal year.

- D. Accounting. Each User Entity agrees to pay to the City a proportionate share of the maintenance, operational, and depreciation expenses incurred by the City in operating the PSCC, based on the ratio that each entity's calls for service bears to the total number of calls received by the PSCC for the calendar years 2014 through 2019. Each User Entity's proportion, based upon calendar years 2009 through 2013, is set forth on "Exhibit A" attached hereto; the same being incorporated herein at this point as if fully set forth.
 - 1. The City shall bill each User Entity on a monthly basis for each User Entity's proportionate share of the operational, maintenance, and depreciation expenses incurred in the operation of the PSCC. Each User Entity agrees to pay each bill within forty-five (45) days of bill receipt.
 - 2. E-911 surcharge fees will be allocated to the Public Safety Communications Center, directly from the Natrona County Treasurer's office. These funds shall be divided and credited proportionately to each User Entity's respective monthly invoice.

- E. Information Services. Each User Entity desiring to add hardware or software to the CAD system is required to submit a proposal to the City. This proposal will define the expansion, costs, and benefits to each User Entity, and any additional resources to operate the CAD system. The proposal will be evaluated by the Oversight Committee and the City Management Information Technology Division, and the final decision will be made by the City Manager.

IV. TERMINATION AND DISSOLUTION

- A. Any party may withdraw from this Agreement by providing the Casper City Manager with ninety (90) days advance written notice, prior to July 1st of any fiscal year. Following said notice, this Agreement shall terminate, and be of no further force or effect between the City of Casper and the terminating party on July 1 of the year such notice is given. A copy of such termination notice shall be supplied to each other's party to this Agreement by the City Manager as soon as practical. The terminating party shall be liable for any cost incurred by the City of Casper for the terminating party's proportionate share of the operational, maintenance, and depreciation expenses up to the date of the termination of this Agreement.

- B. Upon the withdrawal of any User Entity from this Agreement, the operational, maintenance, and depreciation expenses shall be re-prorated between the remaining parties to this Agreement as otherwise provided in the Agreement.

- C. Upon termination and dissolution of this Agreement by all parties, the City of Casper shall, after the full satisfaction of all outstanding operational, maintenance, and depreciation expenses, disperse to each of said parties, based upon parties' proportionate share of the operational, maintenance, and depreciation expenses, any remaining accumulated funds for that calendar year.
- D. Upon the termination and dissolution of this Agreement, any and all capital assets of the PSCC, including all equipment and software associated therewith shall remain, and be the sole separate property of the City of Casper, free and clear of any claim of any party.
- E. The parties' obligations under the Spillman User Confidentiality Policy Agreement shall survive termination and dissolution of this Agreement.

V. **GENERAL TERMS AND CONDITIONS**

- A. Wyoming Governmental Claims Act. The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- B. Changes. The City may, from time to time, request changes in the scope of the services of the Agreement. Such changes, including any increase or decrease in the amount of the City's compensation, which are mutually agreed upon between the City and the User Entities, shall be incorporated in written amendments to this Agreement. There shall be no increase in the amount of the City's compensation unless approved by Resolution adopted by City.

VI. **SEVERABILITY**

The terms, provisions, and conditions of the Agreement are severable. If any term or provision of the Agreement or its application to any person or circumstance is determined by a court of proper jurisdiction to be invalid, such invalidity shall be limited to such person, circumstance, term or provision and shall not affect other persons, circumstances, terms or provisions which can be given effect without the invalid provision or application.

(SIGNATURE PAGE BELOW)

APPROVED AS TO FORM:

[Signature]

Attest:

CITY OF CASPER, WYOMING
A Municipal Corporation:

V.H. McDonald
City Clerk

Paul L. Meyer
Mayor

Attest:



Renea Vitto
Clerk

Forest Chadwick
Name of Agency (please print) *7/10/14*

Forest Chadwick
Chairman, Board of Natrona County
Name/Title *Commissioner*

**My term of office expires
January 5, 2015**

APPROVED
NATRONA COUNTY ATTORNEY

BY: *[Signature]*
DATE: *7-1-14*

EXHIBIT A

Public Safety Communications Center
FY15 Proposed Budget for User Agencies

	Percentages	2014-2015
		User Initial Costs
		\$ 2,289,606.00
Natrona County	15.88%	\$ 363,589.43
Town of Mills	5.42%	\$ 124,096.65
Mills Fire	1.00%	\$ 22,896.06
Town of Evansville	4.56%	\$ 104,406.03
Evansville Fire	0.67%	\$ 15,340.36
NC Fire District	2.32%	\$ 53,118.86
WY. Medical Center	6.90%	\$ 157,982.81
Metro Animal Control	0.61%	\$ 13,966.60
Casper Public Utilities	0.44%	\$ 10,074.27
Town of Midwest	0.34%	\$ 7,784.66
City of Casper	61.86%	\$ 1,416,350.27
	100.00%	

	Depreciation		Users + Deprec.
			\$ 142,392.00
Natrona County	15.88%	\$ 22,611.85	\$ 386,201.28
Town of Mills	5.42%	\$ 7,717.65	\$ 131,814.29
Mills Fire	1.00%	\$ 1,423.92	\$ 24,319.98
Town of Evansville	4.56%	\$ 6,493.08	\$ 110,899.11
Evansville Fire	0.67%	\$ 954.03	\$ 16,294.39
NC Fire District	2.32%	\$ 3,303.49	\$ 56,422.35
WY. Medical Center	6.90%	\$ 9,825.05	\$ 167,807.86
Metro Animal Control	0.61%	\$ 868.59	\$ 14,835.19
Casper Public Utilities	0.44%	\$ 626.52	\$ 10,700.79
Town of Midwest	0.34%	\$ 484.13	\$ 8,268.79
City of Casper	61.86%	\$ 88,083.69	\$ 1,504,433.96
	100.00%		

	Revenue		Total User Costs
			\$ 900,000.00
Natrona County	15.88%	\$ 142,920.00	\$ 243,281.28
Town of Mills	5.42%	\$ 48,780.00	\$ 83,034.29
Mills Fire	1.00%	\$ 9,000.00	\$ 15,319.98
Town of Evansville	4.56%	\$ 41,040.00	\$ 69,859.11
Evansville Fire	0.67%	\$ 6,030.00	\$ 10,264.39
NC Fire District	2.32%	\$ 20,880.00	\$ 35,542.35
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Casper Public Utilities	0.44%	\$ 3,960.00	\$ 6,740.79
Town of Midwest	0.34%	\$ 3,060.00	\$ 5,208.79
City of Casper	61.86%	\$ 556,740.00	\$ 947,693.96
	100.00%		\$ 1,531,998.00

Actual Comparisons	2013-2014	2014-2015	Increase/Decrease
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Town of Mills	\$ 88,154.23	\$ 83,034.29	\$ (5,119.94)
Mills Fire	\$ -	\$ 15,319.98	\$ 15,319.98
Town of Evansville	\$ 67,491.78	\$ 69,859.11	\$ 2,367.33
Evansville Fire	\$ -	\$ 10,264.39	\$ 10,264.39
NC Fire District	\$ 27,494.06	\$ 35,542.35	\$ 8,048.29
WY. Medical Center	\$ 80,163.07	\$ 105,707.86	\$ 25,544.79
Metro Animal Control	\$ 9,723.51	\$ 9,345.19	\$ (378.32)
Casper Public Utilities	\$ 8,312.48	\$ 6,740.79	\$ (1,571.69)
Town of Midwest	\$ 6,049.25	\$ 5,208.79	\$ (840.46)
City of Casper	\$ 861,271.05	\$ 947,693.96	\$ 86,422.91

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PUBLIC SAFETY OVERSIGHT COMMITTEE AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 2014, by and between the City of Casper, Wyoming, A Municipal Corporation, hereinafter referred to as "City", and Natrona County Wyoming, Natrona County Fire Protection District, Town of Mills Wyoming, Town of Evansville Wyoming, Town of Midwest Wyoming, hereinafter referred to, individually and collectively as "User Entity." Throughout this document, City and User Entity may be collectively referred to as the "parties."

WITNESSETH:

WHEREAS, the various public safety user entities in Natrona County that provide public safety services desire to coordinate, centralize, and economically operate a combined dispatch and E-911 emergency telephone service in Natrona County, Wyoming, and agree to participate in funding of such facilities; and,

WHEREAS, User Entity, in order to facilitate operation of all public safety dispatching and E-911 emergency telephone service in Natrona County, desires to create and organize an E-911 Oversight committee to act as a users' group to exchange information and communicate regarding customer service issues; and,

WHEREAS, The City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone service in Natrona County, Wyoming; and,

WHEREAS, the City of Casper has agreed to administer and provide services for all public safety dispatching and E-911 emergency telephone services provided for User Entity and private enterprise users such as WMC, in and as a part of a facility maintained and operated by the City, known as the Public Safety Communications Center (hereinafter referred to as "PSCC"), under the terms and conditions set forth in the Agreement.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and Agreements contained herein, it is understood and agreed by and between the parties as follows:

I. AGREEMENT DURATION

The initial term of the Agreement shall be for the fiscal year commencing July 1, 2014 through June 30, 2019. This Agreement shall automatically renew on July 1, 2015, and on July 1st of each fiscal year thereafter for like terms unless otherwise terminated as provided in Section IV of this Agreement. Provided however, this Agreement shall terminate and be of no further force of effect between the parties at midnight on June 30, 2019.

II. CREATION, ORGANIZATION, AND COMPOSITION OF OVERSIGHT COMMITTEE

- A. An Oversight Committee shall be established consisting of the following persons or their authorized designees, recognized as voting representatives: City of Casper Police Chief, City of Casper Fire Chief, Casper Assistant City Manager, Casper City Attorney, Natrona County Fire Protection District Chief, Natrona County Sheriff, Natrona County Commissioner, Town of Mills Police Chief, and Town of Evansville Police Chief. Private enterprise user entity members with non-voting status covered under a separate agreement, but part of the committee: Wyoming Medical Center. Additional representatives may be appointed as necessary to represent other public safety users or private enterprise users.
- B. The Oversight Committee shall act as a forum to address issues, including, but not limited to, information exchange, customer service concerns, and recommendations on PSCC operations. The Oversight Committee shall investigate and recommend policies and procedures for operations to the Casper City Manager, and investigate and recommend funding sources as they relate to the PSCC.

III. OPERATION, MAINTENANCE, AND BUDGET

- A. Operation. The City shall enter into appropriate Agreements with telecommunications companies to provide service for the E-911 Emergency Reporting System, in accordance with the Exchange Network Service Tariffs on file with the Wyoming Public Service Commission. The City agrees to timely advance payment to the appropriate telecommunications companies, for services provided on the User Entity's behalf.
1. The City shall employ and train all personnel necessary to operate all radio and E-911 systems. All calls received by the PSCC shall be dispatched by PSCC personnel. The City shall provide adequate space for, and maintain all necessary equipment for the operation of the PSCC as provided herein.
 2. Each User Entity grants the City full authority over the administration and dissemination of relevant Federal Bureau of Investigation – National Crime Information Center (FBI-NCIC) data that pertains to said jurisdiction.
- B. Operational and Maintenance Expense. The City shall be responsible for the actual operation and maintenance of the PSCC. It shall make disbursements for all costs incurred in such operations and maintenance, subject to monthly reimbursement from each User Entity for its proportionate share of all of the operational, maintenance, and depreciation expenses as provided below:
1. Operation expenses. Include, but are not limited to, salaries, employee benefits, tax and workers' compensation insurance expenses; travel and training expenses; uniforms; safety equipment; telephone and Enhanced 911 expenses; rent; insurance and bonds; office supplies; reproduction-microfilm costs; and CAD system expenses.

- C. Depreciation Expense. The operations budget for the PSCC includes an account for the depreciation of capital assets. This depreciation account is for tracking and depreciating asset purchases. In addition to the proportionate share of operational and maintenance expenses, each User Entity shall also pay to the City of Casper, on a monthly basis, their proportionate share of the total annual depreciation expenses incurred by the PSCC for the prior fiscal year.
- D. Accounting. Each User Entity agrees to pay to the City a proportionate share of the maintenance, operational, and depreciation expenses incurred by the City in operating the PSCC, based on the ratio that each entity's calls for service bears to the total number of calls received by the PSCC for the calendar years 2014 through 2019. Each User Entity's proportion, based upon calendar years 2009 through 2013, is set forth on "Exhibit A" attached hereto; the same being incorporated herein at this point as if fully set forth.
1. The City shall bill each User Entity on a monthly basis for each User Entity's proportionate share of the operational, maintenance, and depreciation expenses incurred in the operation of the PSCC. Each User Entity agrees to pay each bill within forty-five (45) days of bill receipt.
 2. E-911 surcharge fees will be allocated to the Public Safety Communications Center, directly from the Natrona County Treasurer's office. These funds shall be divided and credited proportionately to each User Entity's respective monthly invoice.
- E. Information Services. Each User Entity desiring to add hardware or software to the CAD system is required to submit a proposal to the City. This proposal will define the expansion, costs, and benefits to each User Entity, and any additional resources to operate the CAD system. The proposal will be evaluated by the Oversight Committee and the City Management Information Technology Division, and the final decision will be made by the City Manager.

IV. TERMINATION AND DISSOLUTION

- A. Any party may withdraw from this Agreement by providing the Casper City Manager with ninety (90) days advance written notice, prior to July 1st of any fiscal year. Following said notice, this Agreement shall terminate, and be of no further force or effect between the City of Casper and the terminating party on July 1 of the year such notice is given. A copy of such termination notice shall be supplied to each other's party to this Agreement by the City Manager as soon as practical. The terminating party shall be liable for any cost incurred by the City of Casper for the terminating party's proportionate share of the operational, maintenance, and depreciation expenses up to the date of the termination of this Agreement.
- B. Upon the withdrawal of any User Entity from this Agreement, the operational, maintenance, and depreciation expenses shall be re-prorated between the remaining parties to this Agreement as otherwise provided in the Agreement.

- C. Upon termination and dissolution of this Agreement by all parties, the City of Casper shall, after the full satisfaction of all outstanding operational, maintenance, and depreciation expenses, disperse to each of said parties, based upon parties' proportionate share of the operational, maintenance, and depreciation expenses, any remaining accumulated funds for that calendar year.
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- E. The parties' obligations under the Spillman User Confidentiality Policy Agreement shall survive termination and dissolution of this Agreement.

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- A. Wyoming Governmental Claims Act. The parties do not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
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(SIGNATURE PAGE BELOW)

APPROVED AS TO FORM:

Attest:

CITY OF CASPER, WYOMING
A Municipal Corporation:

V.H. McDonald
City Clerk

Paul L. Meyer
Mayor

Attest: *Brian Oliver Fire Inspector*

Natron County Fire Protection District
Name of Agency (please print)

Clerk

Darin Peple Assistant Fire Chief
Name/Title *Darin Peple*

EXHIBIT A

Public Safety Communications Center
FY15 Proposed Budget for User Agencies

	Percentages	2014-2015
		User Initial Costs
		\$ 2,289,606.00
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	100.00%	

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Casper Public Utilities	\$ 8,312.48	\$ 6,740.79	\$ (1,571.69)
Town of Midwest	\$ 6,049.25	\$ 5,208.79	\$ (840.46)
City of Casper	\$ 861,271.05	\$ 947,693.96	\$ 86,422.91

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RESOLUTION NO. 14-221

A RESOLUTION AUTHORIZING AGREEMENTS WITH THE TOWNS OF MILLS, MIDWEST AND EVANSVILLE; NATRONA COUNTY; AND, THE NATRONA COUNTY FIRE PROTECTION DISTRICT, FOR PUBLIC SAFETY DISPATCHING AND E-911 TELEPHONE SERVICES.

WHEREAS, the City of Casper owns and operates a Public Safety Dispatch Center and E911 telephone service; and,

WHEREAS, it is in the best interest of the residents of the City of Casper and the surrounding area for Casper to provide dispatch services for the Town of Mills, Midwest, and Evansville, Natrona County, and the Natrona County Fire District.

NOW, THEREFORE, BE IT RESOLVED: That the Mayor is hereby authorized to execute, and the City Clerk to attest, agreements with the Towns of Mills, Midwest and Evansville; Natrona County; and the Natrona County Fire District, for the public safety dispatching and E9-11 telephone service.

BE IT FURTHER RESOLVED: That said agreements provide that the Towns of Mills, Midwest and Evansville; Natrona County; and the Natrona County Fire District, will reimburse the City of Casper for the provision of these services.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2014

APPROVED AS TO FORM:



ATTEST:

V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Paul L. Meyer
Mayor

August 12, 2014

MEMO TO: John C. Patterson, City Manager

FROM: Liz Becher, Community Development Director 
Andrew Nelson, MPO Supervisor 

SUBJECT: Federal Transit Administration Title VI Program Revision

Recommendation:

That Council, by resolution, approves additions and revisions to the City of Casper's Title VI program as requested by the Federal Transit Administration.

Summary:

The City is required to update its Title VI Program (Civil Rights) every three years. On May 21, 2013, this Council approved the new program. However, the Federal Transit Administration (FTA) has found that some required information is missing from the program. As a result, the FTA has notified the City that until the program is resubmitted with the appropriate documents, staff may face delays and/or restrictions for reimbursing the transit grant (Fund 18).

These changes are minor in nature, including submitting a signed copy of the resolution approving the program, submitting proof that relevant notices were prominently displayed, submitting a Public Participation Plan, providing the racial and gender breakdown of committees, providing an equity analysis, and setting System-wide Service Standards.

System-wide Service Standards and Policies form a guiding document for overall performance of the transit program. This document is new information relative to the *Title VI Plan* approved last year. It includes both quantitative and qualitative standards, such as on-time performance, distribution of transit amenities, and vehicle load.

A full copy of the program, including an appendix with the required information, has been attached. A resolution has been prepared for Council's consideration.



City of Casper

Title VI Plan

Related to

Transportation Planning and Transportation Improvements

**Endorsed and Approved May 21, 2013 by the
City of Casper Council**

Submitted to:

Federal Transit Administration

Region 8

12300 West Dakota Avenue, Suite 310

Lakewood, CO 80228-2583

June 1, 2013

RECIPIENT INFORMATION

RECIPIENT: City of Casper (City)

SUBMITTAL DATE: June 1, 2013

EXPIRATION YEAR: 2016

CONTACT INFORMATION:

Liz Becher
Title VI Officer
City of Casper
200 N David Street
Casper, WY 82601
lbecher@casperwy.gov
Phone: 307.235.8241
Fax: 307.235.8362

John Patterson
City Manager
City of Casper
200 N David Street
Casper, WY 82601
jpatterson@casperwy.gov
Phone: 307.235.8224

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I. PROVISION OF TITLE VI ASSURANCES

The City hereby certifies that, as a condition of receiving Federal financial assistance under the Urban Mass Transportation Act of 1964, as amended, it will ensure that:

- a. City shall submit on an annual basis, their Title VI Assurance, as part of their annual Certification and Assurance submission to the FTA.
- b. No person, on the basis of race, color, or national origin, will be subjected to discrimination in the level and quality of transportation services and transit-related benefits.
- c. City will compile, maintain, and submit in a timely manner, Title VI information required by FTA Circular 4702.1B and in compliance with the Department of Transportation's Title VI Regulation, 49 CFR, Part 21.7.
- d. City will make it known to the public that those persons alleging discrimination on the basis of race, color, or national origin as it relates to the provision of transportation services and transit-related benefits may file a complaint with the Federal Transit Administration and/or the U.S. Department of Transportation.

II. TITLE VI COMPLIANCE HISTORY

a. There are no outstanding lawsuits or complaints naming the City which allege discrimination on the basis of race, color or national origin with respect to service or other transit benefits.

b. There are no pending applications for Federal financial assistance, and there is no Federal financial assistance currently being provided to the City other than that being supplied by the Federal Transit Administration (FTA) except as follows:

<u>Funding Source</u>	<u>Description</u>
Department of Transportation	Tate Pumphouse Property Improvement
Department of Transportation	Morad Park Pathway Extension—TEAL
Department of Transportation	MPO
Department of Transportation	Selective Traffic Enforcement—non DUI
Department of Transportation	Selective Traffic Enforcement—DUI
Environmental Protection Agency	Water Treatment Plant Emergency Power
Department of Homeland Security	Homeland Security—Regional Response#8
Department of Homeland Security	Homeland Security—Regional Response#9
Department of Homeland Security	Homeland Security—Emergency Preparedness Equipment
Department of Homeland Security	Homeland Security Grant
Department of Housing & Urban Development	Community Development Block Grant
Department of Justice	Edward Byrne Justice Assistance Grant
Department of Justice	Federal Seizures
Department of Justice	Underage Driving Prevention Enforcement
National Highway Transportation Safety Administration	Impaired Driving Prevention and Apprehension
Centers for Disease Control	Achieve-Community Wellness Policy Initiative

Currently the City is applying for Section 5307 funding through the FTA.

c. During the course of the last three (3) years, there have not been any civil rights compliance review activities conducted with respect to the City and, to the best of our knowledge, there are not presently any ongoing civil rights compliance review activities being conducted with respect to the City.

d. There are currently no pending construction projects which would negatively impact minority communities being performed by the City.

III. INCORPORATION OF THE PROGRAM

The City of Casper (hereinafter referred to as the “City” or “Recipient”) hereby agrees that, as a condition to receiving any Federal financial assistance from the Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the “Act”), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the “Regulations”), and other pertinent directives. No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Federal Transit Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a) of the Regulations.

More specifically, and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its Federal Transit Administration program:

- a. That the Recipient agrees that each “program” and each “facility,” as defined in subsections 21.23(e) and 21.23(b) of the Regulations will be (with regard to a “program”) conducted, or will be (with regard to a “facility”) operated, in compliance with all requirements imposed by, or pursuant to, the Regulations.
- b. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all Federal Transit Administration programs and, in adapted form in all proposals or negotiated agreements:

The City, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders/proposers that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to the invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

- c. That the Recipient shall insert the clauses contained herein as **APPENDIX A** in every contract subject to this Act and the Regulations.
- d. That the Recipient shall insert the clauses contained herein as **APPENDIX B**, as a covenant running with the land, in any deed from the United States affecting a transfer of real property, structures, or improvements thereon, or interest herein.
- e. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.
- f. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.
- g. That the Recipient shall include the appropriate clauses contained herein as **APPENDIX C**, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under Federal Transit Administration programs; and (b) for the construction or use of, or access to, space on, over, or under real property acquired, or improved under Federal Administration programs.
- h. That this assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of personal property or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.
- i. The Recipient shall provide for such methods of administration for the programs as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.

- j. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.
- k. The Recipient assures that the level and quality of transit service and related benefits are provided in a manner consistent with Title VI of the Civil Rights Act of 1964.

THESE ASSURANCES are given in consideration of, and for the purpose of, obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the Federal Administration and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal Transit Administration programs.

The person whose signature appears below is authorized to sign these assurances on behalf of the grant applicant or recipient.

DATED: _____

City of Casper, Wyoming

By: John C. Patterson,
City Manager

GENERAL GUIDELINES/REQUIREMENTS

a. Annual Certification and Assurance

As stated in Section I, City shall submit annually, their Title VI assurance, as part of their annual Certification and Assurance submission to the FTA.

b. Complaint Procedures

In compliance with 49 CFR Section 21.9(b), City has developed procedures for investigating and tracking Title VI complaints filed against them. Such procedures shall be made available to the public upon request. City complaint procedures and complaint form are contained herein as **APPENDIX D**.

c. Record Title VI Activities

In compliance with 49 CFR Section 21.9(b), City shall prepare and maintain a list of any active investigations conducted by entities other than the FTA, lawsuits, or complaints naming City that allege discrimination on the basis of race, color, or nation origin. Such list shall include:

- 1) Date the investigation, lawsuit, or complaint was filed;
- 2) Summary of the allegation(s);
- 3) The status of the investigation, lawsuit, or complaint; and
- 4) Actions taken by the City in response to the investigation, lawsuit or complaint.

d. Access for LEP Persons

City shall take steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are Limited English Proficient (LEP). City will assist persons with limited English proficiency to participate in the transportation planning process. City Staff will make every effort to provide translators and document translation, where feasible, upon request. City's Limited English Proficiency (LEP) Plan is contained herein as **APPENDIX E**.

e. Public Notification

In compliance with 49 CFT Section 21.9(d), City shall provide information to the public regarding their Title VI obligations and apprise members of the public of the protections

against discrimination afforded to them by the Title VI. City/CATC complaint procedures and public notification information are contained herein as **APPENDIX D**.

f. Additional Information

City acknowledges that, at the discretion of the FTA, information other than that which is required by FTA C 4702.1A, may be requested in writing of the City, to investigate complaints of discrimination or to resolve concerns about possible noncompliance with Title VI.

g. Timely Submission

City acknowledges that their Title VI submissions and/or updates thereto, shall be supplied to their FTA Regional Office once every three (3) years. The submission shall include, but is not limited to:

- 1) A summary of public outreach and involvement activities undertaken since the last submission and a description of steps taken to ensure that minority and low-income people had meaningful access to these activities;
- 2) City's process for persons with limited English proficiency (LEP);
- 3) Title VI Complaint and Tracking procedures;
- 4) A list of any Title VI investigations, complaints or lawsuits filed since the last submission; and
- 5) A copy of City's public notice regarding Title VI compliance and public access and instructions to City Title VI complaint procedures.
- 6) A table depicting the membership of non-elected committees and councils, the membership of which is selected by the Recipient, broken down by race, and a description of the process the agency uses to encourage the participation of minorities on such committees.
- 7) A copy of board meeting minutes, resolution, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions reviewed and approved the Title VI Program.

h. Environmental Analysis of Construction Projects

City shall integrate an environmental justice analysis into their National Environmental Policy Act (NEPA) documentation of transit related construction projects of which

require NEPA. If a Categorical Exclusion (CE) is performed, City shall complete the FTA's standard CE check-list which includes a section on community disruption and environmental justice. While preparing an Environmental Assessment (EA) or Environmental Impact Statement (EIS), City shall integrate into their documents, the following:

- 1) A description of the low-income and minority population within the study area affected by the project, and a discussion of the method used to identify this population;
- 2) A discussion of all adverse effects that would affect the identified minority and low-income population;
- 3) A discussion of all positive effects that would affect the identified minority and low-income population;
- 4) A description of all mitigation and environmental enhancement actions incorporated into the project to address the adverse effects, including, but not limited to, any special features of the relocation program that go beyond the requirements of the Uniform Relocation Act and address adverse community effects such as separation or cohesion issues, and the replacement of the community resources destroyed by the project, if applicable;
- 5) A discussion of the remaining effects, if any, and why further mitigation is not proposed; and
- 6) For projects that traverse predominantly minority and low-income and predominantly non-minority and non-low-income areas, a comparison will be completed of mitigation and environmental enhancement actions between the two stated areas. If there is no basis for such a comparison, City shall describe why this is so.

i. Public Participation

The City shall seek out and consider viewpoints of minority, low-income, and LEP populations in the course of conducting public outreach and involvement activities in regards to proposed transportation decisions. City shall make every effort to include the following practices:

- 1) Coordination with individuals, institutions, or organizations and implementing community-based public involvement strategies to reach out to members in the affected minority and/or low-income communities;
- 2) Provision of opportunities for public participation through means other than written communication, such as personal interviews or use of audio or video recording devices to capture oral comments;
- 3) Utilization of locations, facilities and meeting times that are convenient and accessible to low-income and minority communities;
- 4) Utilization of different meeting sizes or formats, or varying the type and number of news media used to announce public participation opportunities; and
- 5) Implementation of DOT's policy guidance regarding City's responsibilities to LEP persons.

j. Table Depicting Membership of Non-Elected Committees and Council, the Membership of Which is Selected by the Recipient, Broken Down by Race, and a Description of the Process the Agency Uses to Encourage the Participation of Minorities on Such Committees

The City of Casper's Council is an elected body. The City of Casper utilizes a vendor, Casper Area Transportation Coalition (CATC), to provide transit operations.

k. Narrative Describing Subrecipient Monitoring

The City of Casper does not have a subrecipient. The City of Casper utilizes a vendor, Casper Area Transportation Coalition (CATC), to provide transit operations.

The person whose signature appears below is authorized to sign on behalf of the grant applicant or Recipient.

DATED: _____

City of Casper, Wyoming

 By: John C. Patterson
 City Manager

APPENDIX A TO TITLE VI ASSURANCE
(to be inserted into every contract subject to Title VI)
The City of Casper is herein referred to as the "City"

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

- (1) Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- (2) Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) Solicitations for Subcontracts (Including Procurements of Materials and Equipment): In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
- (4) Information and Reports: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the City or the Federal Transit Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the City or the Federal Transit Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) Sanctions for Noncompliance: In the event of the contractor's noncompliance with nondiscrimination provisions of this contract, the City shall impose contract sanctions as it or the Federal Transit Administration may determine to be appropriate, including, but not limited to:
 - (a) Withholding of payments to the contractor under the contract until the contractor complies; and/or
 - (b) Cancellation, termination, or suspension of the contract in whole or in part.

- (6) Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the City or the Federal Transit Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the City to enter into such litigation to protect the interests of the City, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B TO TITLE VI ASSURANCE
(to be inserted into real property transactions)
The City of Casper is herein referred to as the "City"

The following clauses shall be included in any and all deeds effecting or recording the transfer of real Property, structures or improvements thereon, or interest therein from the United States.

(GRANTING CLAUSE)

NOW, THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that the City will accept title to the lands and maintain the project constructed thereon, in accordance with The State of Wyoming, the Regulations for the Administration of Program and the policies and procedures prescribed by the Federal Transit Administration and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted Programs of the Department of Transportation (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the City all the right, title and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto the City and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the City, its successors and assigns.

The City, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility allocated wholly or in part on, over, or under such lands hereby conveyed, (2) that the City shall use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended, and (3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the Department shall have a right to re-enter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute

property of the Department of Transportation and its assigns as such interest existed prior to this instruction.

APPENDIX C TO TITLE VI ASSURANCE
(to be inserted into Federally funded real property transactions or improvements)
The City of Casper is herein referred to as the "City"

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by the City pursuant to the provisions of Assurance 7(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for herself/himself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with the land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, (the grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination of Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]*

That in the event of breach of any of the above nondiscrimination covenants, the City shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and the facilities thereon, and hold the same as if said (licenses, lease, permit, etc.) had never been made or issued.

[Include in deeds]*

That in the event of breach of any of the above nondiscrimination covenants, the City shall have the right to re-enter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of the City and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by the City pursuant to the provisions of Assurance 7(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for herself/himself, his/her personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in case of deeds, and leases add "as a covenant running with the land") that (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing services thereon, no person on the grounds of race, color, or national origin shall be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination, and (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21,

Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]*

That in the event of breach of any of the above nondiscrimination covenants, the City shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, lease, permit, etc.) had never been made or issued.

[Include in deeds]*

That in the event of breach of any of the above nondiscrimination covenants, the City shall have the right to re-enter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of the City and its assigns.

APPENDIX D
TITLE VI PUBLIC NOTICE OF RIGHTS / COMPLAINT PROCESS
City of Casper, Wyoming is herein referred to as the “City”

Public Notice of Rights

The following statement shall be posted on site at the City office, the Casper Area Transportation Coalition (CATC) office, on the CATC website www.catcbus.com, permanently displayed on public transit vehicles; and other appropriate materials made available to the public: *(Documents will be translated into languages other than English, upon request.)*

STATEMENT OF RIGHTS: CATC/The Bus is committed to ensuring that no person is excluded from participation in or denied the benefits of or be subject to discrimination in the receipt of its services on the basis of race, color, national origin or any other characteristics protected by law including Title VI of the Civil Rights Act of 1964 as amended. If you believe you have been subjected to discrimination, you may file a written complaint no later than one-hundred and eighty (180) calendar days after the alleged discrimination with the Director of CATC/The Bus 1715 East 4th Street Casper, WY 82601. If you need assistance with a written complaint (o si no habla ingles, llama por) call the supervisor at (307) 265-1313 during regular business hours.

Title VI Information, Limited English Proficient (LEP) information and Complaint Process (for printed materials, website, and other mediums upon request)

The City of Casper (City) grants all citizens equal access to all its public transportation services. It is further the intent of the City that all citizens are aware of their rights to such access. This is designed to serve as an educational tool for citizens so that they may understand one of the civil rights laws that protect their benefit of the City programs and services, specifically, as it relates to Title VI of the Civil Rights Act of 1964.

What is Title VI?

Title VI is a section of the Civil Rights Act of 1964 requiring that “No person in the United States shall on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” Note that Title VI does not address gender discrimination. It only covers race, color, and national origin. Other Civil Rights laws prohibit gender discrimination.

What is LEP?

As part of Title VI requirements, the City/CATC has developed a Limited English Proficiency (LEP) Plan to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to City services as required by Executive Order 13166 “Improving Access to Services for Persons With Limited English Proficiency,” reprinted at 65 FR 50121 (August 16, 2000). A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.

City's Complaint and Investigation Procedures

These procedures cover all complaints filed under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, for alleged discrimination in any transportation program or activity administered by the City.

These procedures do not deny the right of the complainant to file formal complaints with other State or Federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to obtain early resolution of complaints at the lowest level possible. The option of informal mediation meeting(s) between the affected parties and the City may be utilized for resolution. Any individual, group of individuals or entity that believes they have been subjected to discrimination prohibited under Title VI and related statutes may file a complaint.

The following measures will be taken to resolve Title VI complaints:

- 1) A formal complaint must be filed within calendar one-hundred and eighty (180) days of the alleged occurrence. Complaints shall be in writing and signed by the individual or his/her representative, and will include the Complainant's name, address and telephone number; name of alleged discriminating official, basis of complaint (race, color, or national origin) and the date of alleged act(s). A statement detailing the facts and circumstances of the alleged discrimination must accompany all complaints.

The City strongly encourages the use of the attached **City of Casper, Wyoming/CATC Title VI Complaint Form** when filing official complaints. The preferred method is to file your complaint in writing using the **City of Casper, Wyoming/CATC Title VI Complaint Form**, and sending it to:

Title VI Coordinator – Community Development
City of Casper, Wyoming
200 North David
Casper, WY 82601-1815

- 2) In the case where a Complainant is unable or incapable of providing a written statement, a verbal complaint of discrimination may be made to the City Title VI Coordinator. Under these circumstances, the Complainant will be interviewed, and the City Title VI Coordinator will assist the Complainant in converting the verbal allegations to writing.
- 3) When a complaint is received, the Title VI Coordinator will provide written acknowledgment to the Complainant, within ten (10) calendar days by registered mail.
- 4) If a complaint is deemed incomplete, additional information will be requested, and the Complainant will be provided sixty (60) calendar days to submit the

required information. Failure to do so may be considered good cause for a determination of no investigative merit.

- 5) Within fifteen (15) calendar days from receipt of a complete complaint, the City will determine its jurisdiction in pursuing the matter and whether the complaint has sufficient merit to warrant investigation. Within five (5) calendar days of this decision, the City Transit Grant Manager or his/her authorized designee will notify the Complainant and Respondent, by registered mail, informing them of the disposition.
 - a. If the decision is not to investigate the complaint, the notification shall specifically state the reason for the decision.
 - b. If the complaint is to be investigated, the notification shall state the grounds of the City's jurisdiction, while informing the parties that their full cooperation will be required in gathering additional information and assisting the investigator.
- 6) When the City does not have sufficient jurisdiction, the City Grant Transit Manager or his/her authorized designee will refer the complaint to the appropriate State or Federal agency holding such jurisdiction.
- 7) If the complaint has investigative merit, the City Transit Grant Manager or his/her authorized designee will instruct the Title VI Coordinator to fully investigate the complaint. A complete investigation will be conducted, and an investigative report will be submitted to the Transit Grant Manager within sixty (60) calendar days from receipt of the complaint. The report will include a narrative description of the incident, summaries of all persons interviewed, and a finding with recommendations and conciliatory measures where appropriate. If the investigation is delayed for any reason, the Title VI Coordinator will notify the appropriate authorities, and an extension will be requested.
- 8) The City Transit Grant Manager or his/her authorized designee will issue letters of finding to the Complainant and Respondent within (ninety) 90 calendar days from receipt of the complaint.
- 9) If the Complainant is dissatisfied with the City's resolution of the complaint, he/she has the right to file a complaint with the:

Federal Transit Administration - Region 8
Attn: Civil Rights Officer
12300 West Dakota Avenue - Suite 310
Lakewood, CO 80228
720-963-3300
Fax 720-963-3333

FTA Complaint procedures can also be found on the FTA web site at: www.fta.dot.gov. These procedures are also outlined in FTA Circular 4702.1B, Chapter IX.

APPENDIX D (Continued)
TITLE VI PUBLIC NOTICE OF RIGHTS / COMPLAINT PROCESS
CITY OF CASPER, WYOMING (CITY)/CATC



Title VI Complaint Form



Complaint Form

Instructions: If you would like to submit a Title VI complaint to the City of Casper, Wyoming (City) The Bus Transit System, please fill out the form below and send it to: Casper Area MPO/The Bus, Attn: Title VI Coordinator/Community Development Director, 200 North David, Casper, WY 82601-1815. For questions or a full copy of the City's Title VI policy and complaint procedures call the Casper Area MPO at 307-235-8255, Casper Area Transit Coalition (CATC)/The Bus at 307-237-4287.

1. Name (Complainant):	
2. Phone:	3. Home address (street no., city, state, zip):
4. If applicable, name of person(s) who allegedly discriminated against you:	
5. Location and position of person(s) if known:	6. Date of incident:
7. Discrimination because of:	
<input type="checkbox"/> Race <input type="checkbox"/> National origin <input type="checkbox"/> Color <input type="checkbox"/> Other	
Please specify:	

8. Explain as briefly and clearly as possible what happened and how you believe you were discriminated against. Indicate who was involved. Be sure to include how you feel other persons were treated differently than you. Also, attach any written material pertaining to your case.

9. Why do you believe these events occurred?

10. What other information do you think is relevant to the investigation?

11. How can this/these issue(s) be resolved to your satisfaction?

12. Please list below any person(s) we may contact for additional information to support or clarify your complaint (witnesses):

Name:

Address:

Phone number:

13. Have you filed this complaint with any other federal, state, or local agency; or with any federal or state court?

- Yes No

If yes, check all that apply:

- Federal agency Federal court State court
 Local agency State agency

If filed at an agency and/or court, please provide information about a contact person at the agency/court where the complaint was filed.

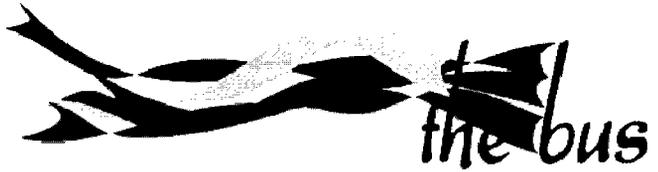
Agency/Court: Contact's Name: Address: Phone number:

Signature (Complainant):

Date of filing:



CATC
Come ride with us



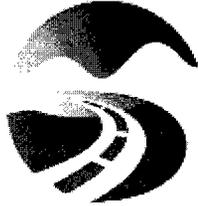
TITLE VI / LEP COMPLAINT LOG

August 1, 2010 to December 31, 2010 - NONE

January 1, 2011 to December 31, 2011 - NONE

January 1, 2012 to December 31, 2012 - NONE

January 1, 2013 to date - NONE



CASPER AREA
METROPOLITAN PLANNING ORGANIZATION
Casper - Mills - Evansville - Bar Nunn - Natrona County

**City of Casper, Wyoming/CATC
Limited English Proficiency (LEP) Plan
APPENDIX E**



Submitted to:
Federal Transit Administration
Region 8
12300 West Dakota Avenue, Suite 310
Lakewood, CO 80228-2583



June, 2013

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I INTRODUCTION

The purpose of this limited English proficiency policy guidance is to clarify the responsibilities of recipients of federal financial assistance from the U.S. Department of Transportation (DOT) and assist them in fulfilling their responsibilities to limited English proficient (LEP) persons, pursuant to Title VI of the Civil Rights Act of 1964 and implementing regulations. It was prepared in accordance with **Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq.**, and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives federal financial assistance, and;

II EXECUTIVE ORDER 13166

Executive Order 13166 "Improving Access to Services for Persons With Limited English Proficiency," reprinted at 65 FR 50121 (August 16, 2000), directs each Federal agency that is subject to the requirements of Title VI to publish guidance for its respective recipients clarifying that obligation. Executive Order 13166 further directs that all such guidance documents be consistent with the compliance standards and framework detailed in the Department of Justice's (DOJ's) Policy Guidance entitled "Enforcement of Title VI of the Civil Rights Act of 1964-- National Origin Discrimination Against Persons With Limited English Proficiency." (See 65 FR 50123, August 16, 2000 DOJ's General LEP Guidance). Different treatment based upon a person's inability to speak, read, write, or understand English may be a type of national origin discrimination.

Executive Order 13166 applies to all federal agencies and all programs and operations of entities that receive funding from the federal government, including state agencies, local agencies such as the City of Casper, Wyoming (City), and governments, private and non-profit entities, and subrecipients.

III PLAN SUMMARY

The City has developed this Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to transit services as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, and information for future plan updates.

In developing the plan while determining the City's extent of obligation to provide LEP services, the City undertook a U.S. Department of Transportation four factor LEP analysis which considers the following: 1) The number or proportion of LEP persons eligible in the City service area who maybe served or likely to encounter an City transit program, activity, or service; 2) the

frequency with which LEP individuals come in contact with a transit services; 3) the nature and importance of the program, activity or service provided by the City to the LEP population; and 4) the resources available to the City and overall costs to provide LEP assistance. A brief description of these considerations is provided in the following section.

IV FOUR FACTOR ANALYSES

1. The number or proportion of LEP persons eligible in the City service area who maybe served or likely to encounter a City Transit program, activity, or service

The City examined the US Census report from 2010 and was able to determine that approximately 5.5%, or 2,793 people spoke a language other than English. Of the 2,793 people reporting they speak other languages than English, 886 or 1.7% of respondents either speak English “not well” or “not at all.” (See SUB-APPENDIX A City Languages Spoken at Home Chart).

2. The frequency with which LEP individuals come in contact with a City transit program, activity, or service

The City assesses the frequency at which staff and drivers have or could possibly have contact with LEP persons. This includes documenting phone inquiries and surveying completed by the drivers. The City and CATC has never had a request for interpreters. The City provides, on its own accord, the public transportation bus schedules that are translated into Spanish. The City and CATC has had zero requests for other translated transit documents. The staff and drivers have had very little contact with LEP individuals.

3. The nature and importance of the program, activity, or service provided by the City and CATC to LEP community

There is no large geographic concentration of any one type of LEP individuals in the Casper service area. The overwhelming majority of the population, 94.5% or 48,301, speak only English. The Spanish speaking population appears to be bi-lingual with only 1.4% or 709 individuals that reported speaking English “less than very well.”

Several organizations in the community are able to provide outreach services to LEP individuals within the Casper service area.

4. The resources available to the City transit and CATC and overall costs

The City assessed its available resources that could be used for providing LEP assistance. This included determining which documents would be the most valuable to be translated if and when the population supports, determining what staff could assist with translation efforts, and what level of staff training may be needed.

After analyzing the four factors, the City developed the plan outlined in the following section for assisting persons of limited English proficiency.

V LIMITED ENGLISH PROFICIENCY PLAN OUTLINE

- a) **How to Identify an LEP Person who Needs Language Assistance** - Below are tools to help identify persons who may need language assistance:
- Examine records requests for language assistance from past meetings and events to anticipate the possible need for assistance at upcoming meetings;
 - When City transit or CATC sponsored workshops or conferences are held, post on the public notices contact information for people with special needs. Also set up a sign-in sheet table, have a staff member greet and briefly speak to each attendee. To informally gauge the attendee's ability to speak and understand English, ask a question that requires a full sentence reply;
 - Have the Census Bureau's "I Speak Cards" be made available (contained herein as **SUB-APPENDIX B**) when needed and have the cards available at the CATC Office and on buses; and
 - Frequently survey drivers and other first line staff of any direct or indirect contact with LEP individuals.
- b) **Language Assistance Measures** - The City has or will implement the following LEP procedures. The creation of these steps are based on the very low percentage of persons speaking other languages or not speaking English at least "well," in the Casper transit area:
- CATC's website has a "Translate" tab that will translate the webpage into any one of 66 languages. www.catcbus.com
 - Census Bureau's "I Speak Cards" are to be located at the CATC office at all times. Bus drivers will also be required to carry Basic Spanish for Transit Employees from CDOT on their routes.
 - When the City transit/CATC hosts public meetings or conferences and a special need is identified in advance, the City/CATC will make every effort to have a translator available at the meeting.
 - When the City/CATC's website is redesigned, translation software will be explored as a possible added feature.
 - When an interpreter is needed, in person or on the telephone, an available bilingual CATC staff member will attempt to assist. If a bilingual staff member is not available, staff will first attempt to determine what language is required. Staff shall use the telephone interpreter service - Language Line Services at <http://www.language.com>.

On the Language Line home page the staff will select the Need an Interpreter Now link and follow the directions to receive an access code.

c) **Staff Training** - All transit staff will be provided with the LEP Plan and will be educated on procedures to follow. This information will also be part of the TOB staff orientation process for new hires. Training topics are listed below:

- Understanding the Title VI policy and LEP responsibilities;
- What language assistance services the City/CATC offers;
- Use of LEP “I Speak Cards”;
- How to use the Language Line interpretation and translation services;
- Documentation of language assistance requests;
- How to handle a Title VI and/or LEP complaint (this process is contained in APPENDIX D of the City of Casper Title VI Plan)

d) **Outreach Techniques** - As of this first draft of the City/CATC LEP Plan dated June 2013, the City/CATC does not have a formal practice of outreach techniques due to the lack of LEP population and resources available in the service area. However, the following are options that the City/CATC will incorporate when and/or if the need arises for LEP outreach:

- If staff knows that they will be presenting a topic that could be of potential importance to an LEP person or if staff will be hosting a meeting or a workshop in a geographic location with a known concentration of LEP persons, meeting notices, fliers, advertisements, and agendas will be printed in an alternative language, based on known LEP population in the area.
- When running a general public meeting notice, staff will insert the clause, based on the LEP population and when relevant, that translates into “A (insert alternative Language) translator will be available”. For example: “Un traductor del idioma español estará disponible.” This means “A Spanish translator will be available”.
- Key print materials, including, but not limited to, schedules and maps, will be translated and made available at the City building, CATC office and on board vehicles.

e) **Monitoring and Updating the LEP Plan** - This plan is designed to be flexible and is one that can be easily updated. At a minimum, the City will follow the Title VI Program update schedule for the LEP Plan. However, major updates most likely will not occur until the 2020 Census data is released, unless the City finds it necessary and crucial for an update before such time.

Each update should examine all plan components such as:

- How many LEP persons were encountered?
 - Were their needs met?
 - What is the current LEP population in the Casper service area?
 - Has there been a change in the types of languages where translation services are needed?
 - Have the City's available resources, such as technology, staff, and financial costs changed?
 - Has the City/CATC fulfilled the goals of the LEP Plan? and
 - Were any complaints received?
- f) **Dissemination of the City/CATC Limited English Proficiency Plan** - The City includes the LEP Plan with its Title IV Policy and Complaint Procedures. The City's Notice of Rights under Title VI to the public is posted in the CATC office, City building, and on all transit vehicles.

Any person, including social service, non-profit, and law enforcement agencies and other community partners will be able to access the plan.

Copies of the LEP Plan will be provided, on request, to any person(s) requesting the document via phone, in person, by mail or email. LEP persons may obtain copies/translations of the plan upon request.

Any questions or comments regarding this plan should be directed to the City Title VI Coordinator.

City Title VI Coordinator – Community Development Director
City of Casper
200 North David
Casper, WY 82601
Phone: 307-235-8241
Fax: 307-235-8362
Email: lbecher@cityofcasperwy.com

SUB-APPENDIX A

City of Casper Languages Spoken at Home Chart

<p align="center">City of Casper Languages Spoken at Home</p> <p align="center">Based on 2010 Census</p>		
<p>LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER</p>	<p>Total</p>	<p>Percent of population</p>
Total resident population 5 years and over	51,310	100.00%
Speak only English	48,301	94.5%
Language other than English	2,793	5.5%
Speak English less than “very well”	886	1.7%
Speak Spanish	1,986	3.9%
Speak English less than “very well”	709	1.4%
Speak Other Indo-European Languages	558	1.1%
Speak English less than “very well”	135	0.3%
Speak Asian and Pacific Island Languages	189	0.4%
Speak English less than “very well”	34	0.1%
<p>Final findings on City of Casper “Non” or “Limited” Spanish/Other Speaking Persons: There is a very small population of potential City riders or current riders who speak Spanish/Other Languages, and those that do, the majority speak English “very well” and “well”.</p>		

LANGUAGE IDENTIFICATION FLASHCARD

<input type="checkbox"/> وضع علامة في هذا المربع إذا كنت تقرأ أو تتحدث العربية.	1. Arabic
<input type="checkbox"/> Խորհրդով հնք նշում կատարեք այս բառակառուցում, եթե խոսում կամ կարդում եք հայերեն:	2. Armenian
<input type="checkbox"/> যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন।	3. Bengali
<input type="checkbox"/> លូមបញ្ជាក់ក្នុងប្រអប់នេះ បើអ្នកអាន ឬនិយាយភាសា ខ្មែរ ។	4. Cambodian
<input type="checkbox"/> Motka i kahhon ya yangin ñntñngnu' manaitai pat ñntñngnu' kumentos Chamorro.	5. Chamorro
<input type="checkbox"/> 如果你能读中文或讲中文，请选择此框。	6. Simplified Chinese
<input type="checkbox"/> 如果你能讀中文或講中文，請選擇此框。	7. Traditional Chinese
<input type="checkbox"/> Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik.	8. Croatian
<input type="checkbox"/> Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky.	9. Czech
<input type="checkbox"/> Kruis dit vakje aan als u Nederlands kunt lezen of spreken.	10. Dutch
<input type="checkbox"/> Mark this box if you read or speak English.	11. English
<input type="checkbox"/> اگر خواندن و نوشتن فارسی بلد هستید، این مربع را علامت بزنید.	12. Farsi

- | | | |
|--------------------------|--|--------------------|
| <input type="checkbox"/> | Cocher ici si vous lisez ou parlez le français. | 13. French |
| <input type="checkbox"/> | Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen. | 14. German |
| <input type="checkbox"/> | Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά. | 15. Greek |
| <input type="checkbox"/> | Make kazyè sa a si ou li oswa ou pale kreyòl ayisyen. | 16. Haitian Creole |
| <input type="checkbox"/> | आगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस बक्स पर चिह्न लगाएँ। | 17. Hindi |
| <input type="checkbox"/> | Kos lub voj no yog koj paub twm thiab hais lus Hmoob. | 18. Hmong |
| <input type="checkbox"/> | Jelölje meg ezt a kockát, ha megérti vagy beszél a magyar nyelvet. | 19. Hungarian |
| <input type="checkbox"/> | Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano. | 20. Ilocano |
| <input type="checkbox"/> | Marchi questa casella se legge o parla italiano. | 21. Italian |
| <input type="checkbox"/> | 日本語を読んだり、話せる場合はここに印を付けてください。 | 22. Japanese |
| <input type="checkbox"/> | 한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오. | 23. Korean |
| <input type="checkbox"/> | ໃຫ້ໝາຍໃສ່ຂ່ອງນີ້ ຖ້າທ່ານອ່ານຊື່ປາກພາສາລາວ. | 24. Laotian |
| <input type="checkbox"/> | Prosimy o zaznaczenie tego kwadratu, jeżeli posługuje się Pan/Pani językiem polskim. | 25. Polish |

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<input type="checkbox"/>	Assinale este quadrado se você lê ou fala português.	26. Portuguese
<input type="checkbox"/>	Însemnați această căsuță dacă citiți sau vorbiți românește.	27. Romanian
<input type="checkbox"/>	Пометьте этот квадратик, если вы читаете или говорите по-русски.	28. Russian
<input type="checkbox"/>	Обележите овај квадратих уколико читате или говорите српски језик.	29. Serbian
<input type="checkbox"/>	Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky.	30. Slovak
<input type="checkbox"/>	Marque esta casilla si lee o habla español.	31. Spanish
<input type="checkbox"/>	Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog.	32. Tagalog
<input type="checkbox"/>	ให้ทำเครื่องหมายลงในช่องสำหรับอ่านหรือพูดภาษาไทย.	33. Thai
<input type="checkbox"/>	Maaka 'i he puha ni kapau 'oku ke lau pe lea fakatonga.	34. Tongan
<input type="checkbox"/>	Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою.	35. Ukrainian
<input type="checkbox"/>	اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانے میں نشان لگائیں۔	36. Urdu
<input type="checkbox"/>	Xin đánh dấu vào ô này nếu quý vị biết đọc và nói được Việt Ngữ.	37. Vietnamese
<input type="checkbox"/>	באצייכנט דעם קעסטל אויב איר לייענט אדער רעדט אידיש.	38. Yiddish

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Economics and Statistics Administration
U.S. CENSUS BUREAU

APPENDIX F – CATC’s PASSENGER GUIDELINES

(Subject to change without prior notice)

Rules and Safety Considerations

General Rider Guideline Policies CATC & The Bus

Drivers are specially trained to assist you. Drivers will:

- Deploy lifts and ramps for persons using mobility devices and those without mobility devices who cannot navigate the bus steps upon request;
- Secure passengers using mobility devices with no fewer than four tie downs—no exceptions. Passengers refusing to be secured will not be transported;

To ensure your safety and the safety of our drivers, CATC & The Bus has the following restrictions:

- Drivers will not assist passengers using wheelchairs up or down steps. Passengers are required to have someone else assist them with steps. (See Accessibility Policy)
- Drivers will not search a passenger’s body for the appropriate fare or ticket.
- Drivers will not clear pathways of ice, snow, or other barriers anywhere except the transfer station.

To ensure your safety and the safety of our drivers, CATC & The Bus has the following restrictions:

Strollers, grocery carts and walkers must be folded and stored out of the aisles.

If a passenger uses oxygen, the tank(s) must be portable, i.e., the passenger must be able to carry the tank(s) into the vehicle themselves. If the passenger is in a wheelchair the oxygen tank must be secured.

The number of packages a passenger can have on CATC is limited to six (6) grocery bags. The Bus passengers are limited to four (4) grocery bags.

Working service animals are permitted.

A companion animal is permitted if it is in a small carrier, any behavior problems will result in the loss of this privilege.

CATC passengers are required to use the seat belt that comes with their wheelchair. If this is not available CATC will provide a gate belt as well as the tie down seat belt. The Bus passengers using wheelchairs are encouraged to use the tie down seat belt.

CATC & The Bus employees are prohibited from entering a passenger's residence.

It is the passenger's responsibility to assure their residence is accessible, (**see Accessibility Policy**). CATC will not provide service if the residence is not accessible.

CATC and The Bus passengers are required to use seat belts.

Riders' Code of Conduct

As a rider on CATC and The Bus, I agree to:

Be ready to board when the CATC bus arrives. CATC will arrive in the 15 minute window and will be considered on time. CATC drivers can only wait three (3) minutes.

Arrive at The Bus stop at least five (5) minutes before departure time.

Have exact change ready as the driver cannot make change.

Refrain from smoking, chewing tobacco, eating or drinking on CATC and The Bus.

Yield the seats in front of the vehicle for senior and disabled customers.

Refrain from bringing on-board CATC and The Bus any article defined as a weapon.

Refrain from fighting, using vulgar, offensive or abusive language, pushing, shouting or participating in rough behavior.

Respect the instructions of CATC & The Bus driver in regard to the vehicle's operation.

Refrain from bringing prohibited items on CATC & The Bus including flammable liquids gasoline, vehicle batteries, fireworks, large packages or other items such as furniture, air conditioners, etc.

Children may not remain in strollers during vehicle movement.

Passengers must clean all spills of body fluids if physically able to do so and at the driver's discretion.

Complaints or Problems

Concerns or complaints should be submitted to:

CATC/The Bus
1715 East 4th Street
Casper, WY 82601

Denial of Service

CATC & The Bus reserve the right to refuse service to anyone. Inappropriate behavior, language or conduct toward any passenger or employee of CATC or the Bus will not be tolerated and with ample warnings can result in loss of service.

CATC & THE BUS

1715 E. 4th Street
Casper, WY
Phone (307) 265-1313
(307) 237-4287
Fax (307) 235-0551
www.catcbus.com

APPENDIX G – Title VI Program in Review Requested Documents

In a June 30, 2014 letter, Regional Civil Rights Officer Rebecca Tanrath requested additional information for the Title VI Program which included:

1. A copy of the board resolution, meeting minutes, or similar as evidence that the City Council has approved the Title VI Program.
2. Evidence that a requirement to Notify Beneficiaries of Protection is prominently posted on the agency's website and in public areas, including transit vehicles.
3. A copy of the established public participation program.
4. Breakdown of the racial and gender breakdown of board or committee membership.
5. A copy of an equity analysis to determine site or location of facilities.
6. A copy of System-wide Service Standards, including:
 - a. Vehicle load
 - b. Vehicle headway
 - c. On-time performance
 - d. Service availability
 - e. Distribution of transit amenities
 - f. Vehicle assignment
 - g. Council resolution adopting these standards
7. Evidence of Executive action on pages 8 and 12 of the plan

These documents are included on the following pages.

RESOLUTION NO. 13-125

A RESOLUTION APPROVING THE CITY OF CASPER'S TITLE VI PROGRAM AS REQUIRED BY THE DEPARTMENT OF TRANSPORTATION FOR FEDERAL TRANSPORTATION ASSISTANCE AND AUTHORIZED BY THE CIVIL RIGHTS ACT OF 1964, 42 U.S.C. § 2000D ET SEQ.

WHEREAS, the Department of Transportation requires every Federal Transit Administration Grantee to have an approved Title VI program; and,

WHEREAS, the City of Casper is a Designated Recipient of Federal Transportation Assistance as defined by 49 U.S.C. § 5307(a)(2); and,

WHEREAS, the City of Casper desires to remain a Designated Recipient of the Federal Transit Administration.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the City Manager is authorized to execute and file the Title VI Program on behalf of the City of Casper with the Federal Transit Administration authorized by 42 U.S.C. § 2000d et seq.

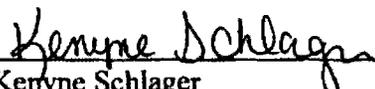
PASSED, APPROVED, AND ADOPTED this 21st day of May, 2013.

ATTEST:



V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation



Kenyne Schlager
Mayor

RESOLUTION NO. 13-298

A RESOLUTION APPROVING CHANGES TO THE CITY OF CASPER TITLE VI PLAN FOR THE CASPER AREA METROPOLITAN PLANNING ORGANIZATION.

WHEREAS, the Casper City Council endorsed and approved the *Title VI Plan related to Transportation Planning and Transportation Improvements* on May 21, 2013; and,

WHEREAS, the City, as a grantee of funds from the Federal Transit Administration (FTA), is required to comply with Title VI of the Civil Rights Act of 1964; and,

WHEREAS, the FTA Regional Civil Rights Officer (RCRO), after reviewing Casper's Title VI Plan, has required changes to the document in order for the City to remain in compliance; and,

WHEREAS, failure to comply with Title VI requirements will lead to the delay or inability to obtain federal funds related to transit services; and,

WHEREAS, the City of Casper is the fiscal agent for the Casper MPO and funds CATC/The Bus operations with federal dollars from the FTA; and,

WHEREAS, the City of Casper wishes to maintain these transit services,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the City Manager is hereby authorized and directed to sign and execute the Title VI Plan for the City of Casper with the changes requested by the FTA Regional Civil Rights Officer.

PASSED, APPROVED, AND ADOPTED this 3rd day of Dec, 2013.

APPROVED AS TO FORM:

Wallace Tremblay

ATTEST:

V. H. McDonald

V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation:

Kerlyne Schlager

Kerlyne Schlager
Mayor

Andrew Nelson

From: Marge Cole <marge@catcbus.com>
Sent: Tuesday, July 29, 2014 11:47 AM
To: Andrew Nelson
Subject: Re: Civil Rights Notice
Attachments: statement of rights.doc

Andrew,

The information is posted on the buses in English and Spanish but it is more detailed than the FTA statement. I have attached it for your review. Of course it is in larger print on the buses.

Thanks.

Marge Cole, Executive Director
CATC/The Bus
1715 East 4th Street
Casper, WY 82601

265-1313 office
235-0551 fax

On 2014-07-29 09:30, Andrew Nelson wrote:

> Marge,
>
> Do you have a statement posted in "conspicuous and accessible
> locations" on buses, at stops, and in your offices that says "Transit
> programs are operated without regard to race, color, or national
> origin?"
>
> If you do, please let me know where so I can respond to a query from
> FTA. Thanks.
>
> Andrew
>
> -----
>
> ALL CITY OF CASPER E-MAILS AND ATTACHMENTS ARE PUBLIC RECORDS UNDER
> THE WYOMING PUBLIC RECORDS ACT, W.S. § 16-4-201 _ET SEQ.,_ AND ARE
> SUBJECT TO PUBLIC DISCLOSURE PURSUANT TO THIS ACT.

--
Marge Cole, Executive Director
CATC/The Bus
1715 East 4th Street
Casper, WY 82601

265-1313 office
235-0551 fax

MPO CONTENT

Metropolitan Planning Organization

The Casper Area Transportation Planning Process (CATPP) was initiated in 1962 at the request of the City of Casper in order to provide cooperative, comprehensive and continuing transportation planning to the Casper urbanized area. CATPP invited the various jurisdictions within the Casper urbanized area to join in the transportation planning process. These jurisdictions presently include the City of Casper; Towns of Evansville, Mills, and Bar Nunn; the County of Natrona and the Wyoming Department of Transportation.

The Metropolitan Planning Organization (MPO) was designated by the governor, is structured as the administrative arm of CATPP, and is funded through the Federal Highway Administration and the Federal Transit Administration. The MPO consists of various committees including a Policy Committee, Technical Advisory Committee, Citizens' Transportation Advisory Commission, and their subcommittees. These groups identify and analyze transportation needs within the metropolitan area, oversee special studies and establish transportation policies. All recommendations must be approved by official action of the appropriate agencies.

Along with transportation planning, the MPO devotes time and effort toward future development, community enhancement, and improving the quality of life within the Casper area. The MPO is responsible for helping support the economic vitality of the community, increasing the safety and security of both motorized and non-motorized individuals, promoting and maintaining safe accessibility and mobility, and preserving and protecting our environment.

To provide the best opportunity for mobility and accessibility within our community, a fixed-route transit system called The Bus has been implemented. The Bus is owned by the City of Casper and operated by the Casper Area Transportation Coalition. The City of Casper's transit program operates without regard to race, color, or national origin. If you have questions about the City's Civil Rights obligations, please [click here](#).

The MPO is also responsible for the development of a Long Range Transportation Plan (LRTP), a Transportation Improvement Program, a Unified Planning Work Program, a Public Involvement Policy, and sub-area plans and special studies. The Wyoming Department of Transportation is responsible for developing a State Transportation Improvement Plan which addresses major issues facing state and non-urbanized areas.

Casper Area MPO
200 N. David, Rm. 203
Casper, WY 82601
P: 307-235-8255
F: 307-235-8362

Andrew Nelson

MPO Supervisor
Email

Pam Jones

MPO Administrative
Technician
Email

Constance Lake, CFM

MPO GIS Technician
Email

MPO LINKS

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THE BUS

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2008 Public Participation Plan



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Chapter 1: Introduction

The Casper Area Transportation Planning Process (CATPP) promotes quality transportation systems in the urbanized portion of Natrona County through a commitment to excellence and the pursuit of mutually agreed upon goals, policies, and objectives which satisfy the community's present and future needs. The success of the CATPP is dependent upon public participation core values and the following specific actions and programs:

1. Promote the cooperative recommendations through the forum of the planning process, in responding to transportation needs.
2. Assess transportation system impacts and identify solution alternatives in support of plan recommendations.
3. Solicit citizens' participation at all levels of the planning process, to insure that matters of importance to the public are reflected in final recommendations.
4. Plan, design, and construct transportation facilities supportive of a safer more efficient transportation system.
5. Oversee operating and funding policies for public transportation systems within the urbanized area with an emphasis on bus service for the general public, elderly, and person's with disabilities.
6. Encourage multi-purpose programs demonstrating the contribution transportation can provide to both the physical and economic environment of Natrona County.
7. Carry out the responsibilities of the transportation planning process in a cost effective manner within the constraints of available federal, state, and local funds.

Section 1.1: Purpose and Overview of the Public Participation Plan

The Public Participation Plan is an adopted document of the CATPP, also known more generally as the Casper Area Metropolitan Planning Organization (MPO). The intent is to involve the public early on in the transportation planning process and include public involvement opportunities beyond formal hearings. The plan has also been established to help explain and describe how the public can be involved in the transportation planning process. The MPO understands the importance of ensuring broad public involvement during development, review, and implementation of regional transportation projects and programs.

Public involvement incorporates public concerns, needs, and values into governmental decision making. It is two-way communication, with the overall goal of making better decisions that have public support. Public involvement goes beyond just informing the public through one-way communication, although that is an essential component. Public involvement also includes two way communications that solicit the public's ideas, issues, and concerns.

The International Association for Public Participation (IAP2) has developed seven public participation core values that provide a framework for designing a public outreach strategy. These include the following:

1. Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.

2. Public participation includes the promise that the public's contribution will influence the decision.
3. Public participation promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision makers.
4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. Public participation seeks input from participants in designing how they participate.
6. Public participation provides participants with the information they need to participate in a meaningful way.
7. Public participation communicates to participants how their input affected the decision.

Federal legislation requires an MPO to develop and implement a continuing, cooperative, and comprehensive transportation planning process. The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU, Public Law 109-59, August 10, 2005) requires the MPO to design and use a Public Participation Plan that is developed in consultation with all interested parties and provides reasonable opportunities for all interested parties to comment on all aspects of the MPO transportation planning process.

Section 1.2: History of the MPO

The Casper area was designated as a metropolitan statistical area as a consequence of the 1980 Census – See Appendix A. At that time, the Casper Area Transportation Planning Process (CATPP) was initiated as a MPO. The member jurisdictions that make up the CATPP are:

- Town of Bar Nunn
- City of Casper
- County of Natrona
- Town of Evansville
- Town of Mills
- Wyoming Department of Transportation (WYDOT)

These jurisdictions use CATPP to develop transportation planning activities within the Casper Metropolitan Area. The Metropolitan Planning Organization (MPO) is the administrative arm of CATPP.

The MPO staff is employed by the City of Casper and is permanently assigned to CATPP; the MPO is a division of the Community Development Department. As such it coordinates transportation planning activities under the direction of the Community Development Director. This relationship assures that transportation projects will be coordinated with the area planning process. The types of projects requiring coordination include master plans, recreational plans, and other plans which affect or are affected by transportation issues in the city, county, and state areas within the Casper metropolitan planning area boundaries. MPO staff also responds to the transportation planning needs of all member jurisdictions.

CATPP includes the municipalities listed above, and serves as the MPO. The work to be undertaken by CATPP is devoted to intermodal transportation planning activities which will

eventually create a more effective and efficient transportation system. These activities include, but are not limited to:

1. Assisting member agencies, governing bodies, and officials in making decisions on the development of the urban transportation system;
2. Describing planning activities to be undertaken during the program year cooperatively by CATPP, WYDOT, and municipalities participating in CATPP;
3. Establishing and maintain transportation planning, and to provide a guide for in-house administrative tasks, as well as more specialized assignments relating to specific transportation modes and programs; and,
4. Maintain qualifications for the Casper area to participate in Federal-aid highway construction and transit programs for improvements and additions to the existing urbanized area street and highway system.

Section 1.3: Policy Framework

Transportation is one of the key contributors to the Casper area quality of life and economic viability. Generally, the need for transportation stems from our need to access goods, services, and other people within and beyond the region. The ease by which we are able to get from home to school, to a job, to medical services, to shopping and back again is dependent upon the efficiency and effectiveness of the region's transportation system. The transportation planning must be viewed in terms of regional and community goals and values such as protection of the environment, affect on the regional economy, and maintaining the quality of life that area residents enjoy. The goals, policies, and objectives are consistent with the region's overall policy framework for regional planning as set forth in the comprehensive plans adopted by Casper Area MPO.

Section 1.4: Decision Making Authority

The on-going planning program is carried out with the cooperation of CATPP's member jurisdictions at MPO committee meetings which are open to the public. There are three committees, the Citizen's Advisory Commission, Technical Committee and Policy Committee. Bikeway, pedestrian, transit and highway advisory committees are developed on an ad-hoc basis as needed. The committees and their duties are discussed in further detail below.

The MPO Policy Committee

Coordination of the overall transportation planning process within the federally approved Casper metropolitan planning area boundaries is provided by the CATPP Policy Committee. The membership of the Committee includes representatives from the City of Casper, Natrona County, Towns of Bar Nunn, Evansville and Mills, and WYDOT. A Federal Highway Administration (FHWA) representative attends the Policy Committee as a non-voting member.

The Policy Committee reviews and approves the Unified Planning Work Program (UPWP) and the Transportation Improvement Program (TIP). It also develops and adopts policy regarding the

long and short-range elements of the transportation plan. The Committee acts as the approval authority for the federally financed surface transportation projects within the Casper metropolitan planning area boundary. The UPWP is submitted to WYDOT after approval by the Policy Committee, while the TIP is submitted to WYDOT after being approved by the MPO and the governing bodies of the member jurisdictions. After it has reviewed and approved these documents, WYDOT forwards the UPWP to FHWA for final review and approval. The TIP is approved by the Governor or his designated representative and incorporated into the State Transportation Improvement Program (STIP), which is federally approved.

The MPO Technical Committee

The Technical Committee is composed of professional engineers and planners who represent CATPP's member jurisdictions, including WYDOT. This committee provides on-going technical assistance on various planning studies. The Committee defines specific work products, aids in the development of requests for proposals (RFPs), and interviews prospective consultants.

The MPO Citizens' Advisory Commission

The Citizen's Advisory Commission is a grass-roots organization which provides community-based input on various transportation issues to the MPO. The Commission is appointed by the elected representatives of the member's jurisdictions. Commission members may appoint ad-hoc committees to consider various issues on an as-needed basis. Members of the Commission inform the Technical and Policy Committees of the need for various community projects, and take information back to the community regarding construction schedules and other transportation-related information.

Chapter 2: Regulatory Review

Section 2.1: SAFETEA-LU

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was enacted August 10, 2005, as Public Law 109-59 and authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009. The SAFETEA-LU Act requires the Metropolitan Planning Organizations (MPO) to provide for consideration of projects and strategies that will serve to advance eight (8) transportation planning factors identified under SAFETEA-LU as follows[per Section 6001(h)]:

- A. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- B. Increase the safety of the transportation system for motorized and non-motorized users;
- C. Increase the security of the transportation system for motorized and non-motorized users;

- D. Increase the accessibility and mobility of people and for freight;
- E. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- F. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- G. Promote efficient system management and operation; and,
- H. Emphasize the preservation of the existing transportation system.

Under SAFETEA-LU, the MPO is encouraged to consult with other planning officials responsible for other types of planning activities that are affected by transportation in the area (including State and local planned growth, economic development, environmental protection, airport operations, and freight movements) via Section 6001(g)(3).

The MPO shall consult, as appropriate, with State and local agencies responsible for land use management, natural resources, environmental protection, conservation and historic preservation concerning the development of a long-range transportation plan and TIP under Section 6001(i)(4)(A) of SAFETEA-LU. The consultation shall involve as appropriate- (i) comparison of the long-range transportation plans with State conservation plans or maps, if available; or (ii) comparison of long-range transportation plans to inventories of natural or historic resources, if available per Section 6001(i)(4)(B) of SAFETEA-LU.

This MPO's Public Participation Plan shall be developed in consultation with all interested parties; and shall provide that all interested parties have reasonable opportunities to comment on the contents of the long-range transportation plan and TIP updates and major revisions. [6001(i)(5)(B)]

The Public Participation Plan is a living document and will be continually reviewed for possible revisions. Revisions to previous plans are summarized in Appendix A.

Section 2.2: Title VI - Civil Rights

Title VI of the Civil Rights Act requires that Federal-aid recipients prevent discrimination in all programs whether these programs are federally-funded or not. The MPO is required to implement strategies of Environmental Justice that ensure that there are no barriers to citizen involvement and that minority and low-income populations are engaged in transportation decision making. The MPO will follow three general principles provided by Environmental Justice:

1. To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority and low income populations;
2. To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process;

3. To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

By providing the opportunity for everyone to participate in the transportation planning process we are ensuring that citizens have the ability to express their needs and concerns thereby influencing transportation planning in their community.

Chapter 3: Casper Area MPO Plans and Documents

Section 3.1: Unified Planning Work Program (UPWP)

The objective of the Unified Planning Work Program (UPWP) is to provide local officials and participating agencies with a method of ensuring that local and federal transportation planning resources are allocated in accordance with established governmental policies. It also provides a tool for the financial management of the programs undertaken by the MPO. The UPWP is prepared annually and describes the work activities which will be undertaken by the MPO of the Casper Area.

The UPWP gives a general overview of the planning process and a description of the planned work program for the coming fiscal year. The UPWP is intermodal, including highway, transit, and bikeway/pedestrian planning projects. Aviation projects are developed and overseen by the Natrona County Airport Board of Trustees, and are not included in the UPWP.

The UPWP provides guidance and structure for development of planning projects of importance to CATPP members. Development of a UPWP project listing allows for the efficient use of scarce funding. The UPWP also provides a work program for the staff of the MPO.

Section 3.2: Long Range Transportation Plan (LRTP)

The Casper Area Long Range Transportation Plan represents a comprehensive, cooperative and continuing planning process for the Casper Metropolitan Planning Area (MPA). The Long Range Transportation Plan (LRTP) analyzes existing and future year roadway conditions, transit operations, non-motorized facilities, rail operations, and airport operations. Specific recommendations to address transportation deficiencies are provided in the LRTP, but more importantly the plan is intended to be flexible and capable of responding to a constantly changing community. This LRTP, along with future updates of the plan, will help the Casper Area MPO plan for the changing dynamics of the regional transportation system.

The LRTP analyzes individual transportation modes but also stresses the interrelationships between modes and encourages the integration of the various transportation components into a comprehensive system to meet the mobility needs of all the area's transportation users. The LRTP reflects the vision and directions of local officials, relevant agencies, stakeholders and the general public. The LRTP is updated every five years, is formed with a proactive public involvement process and designed to be financially realistic.

As part of the development of a Long-range Transportation Plan update, SAFETEA-LU requires that types of mitigation shall be discussed within the 20-year planning document along with

potential sites to carry out the activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the plan. The discussion of potential environmental mitigation shall be developed by the MPO in consultation with Federal, State, and tribal wildlife, land management, and regulatory agencies per Section 6001(i)(2)(B)(ii) of SAFETEA-LU.

The MPO shall provide citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the long-range transportation plan and TIP and major revisions. [6001(i)(5)(A)]

Section 3.3: Transportation Improvement Plan (TIP)

The Casper Area MPO Transportation Improvement Plan (TIP) is the product of a comprehensive, continuing and cooperative effort to improve the regional transportation system by local officials from the City of Casper, the Towns of Bar Nunn, Evansville, and Mills, Natrona County and the Wyoming Department of Transportation (WYDOT)

Each year, the Casper Area MPO receives federal funding from the Federal Highway Administration (FHWA) and the Federal Transportation Administration (FTA), which is used to fund a portion of the area's highway construction, planning projects, and transit programs. Regulations established by FHWA and FTA require that all urbanized areas develop a Transportation Improvement Program (TIP) in order to avoid duplication planning and funding. Development of the TIP is a prerequisite to receiving federal funds.

This TIP covers three Federal Fiscal Years (FY's). This period covers October 1 through September 30. The first year indicated in the TIP is the annual element. The annual element is a list of projects proposed for implementation during the first year of the program. The TIP includes capital, planning, and administration projects. The TIP provides a framework for the efficient expenditure of transportation funds in a manner consistent with local needs and priorities during the planning period.

The current TIP was developed through committee work with input from citizens, local organizations, municipalities, and the state, via the CATPP. The document lists projects which citizens and committee members have prioritized for construction or administration during the next three years. These projects include highway, Transportation System Management (TSM), transit, and pedestrian-related projects. The projects shown in the TIP are also components of the State Transportation Improvement Program (STIP). The TIP, therefore, implements the various goals and objectives included in the STIP.

Only projects listed in the annual element are projects for which funding has been allocated. Funding for projects shown in the last two years of the TIP are not guaranteed. These projects are reviewed and reevaluated each year. During the reevaluation process, projects maybe added depending upon community need. Projects are deleted if they are complete, under construction, or no longer necessary.

In conformance with the Public Participation Program (PPP), the draft TIP is distributed for a federally mandated 40 day public review and comment period. Following completion of the 45 day review period, any comments or issues received are addressed and reflected in the final TIP. The fully endorsed TIP is then distributed to Federal, State and local agencies and groups, including FTA and FHWA.

Chapter 4: Goals, Guidelines and Policies

This Chapter defines the goals, objectives and policies that govern the implementation of public involvement for MPO transportation planning process. These document the commitment on the part of the MPO to pursue courses of action that will ensure effective and continuing public involvement. These objectives may be achieved using the methods provided in this section and Chapter 5.

Section 4.1: General Guidelines

This Public Participation Plan is intended to provide direction for public involvement activities to be conducted by the MPO and contains the policies, goals, objectives, and techniques used by the MPO for public involvement. In its public participation process, the MPO will:

1. Provide timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agencies, private providers of transportation, other interested parties and segments of the community affected by transportation plans, programs and projects (including but not limited to local jurisdiction concerns).
2. Provide reasonable public access to technical and policy information used in the development of the Long Range Transportation Plans, the Transportation Improvement Program, and other appropriate transportation plans and projects, and conduct open public meetings where matters related to transportation programs are being considered.
3. Give adequate public notice of public participation activities and allow time for public review and comment at key decision points.
4. Respond in writing, when applicable, to public input. When significant written and oral comments are received on draft plans as a result of the public participation process or the interagency consultation process required under SAFETEA-LU.
5. Solicit the needs of those under-served by existing transportation systems, including but not limited to the transportation disadvantaged, minorities, elderly, persons with disabilities, and low-income households. SAFETEA-LU requires that the MPO shall provide reasonable opportunities for affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation planning process via Section 6001(i)(5)(A).
6. Provide a public comment period of 45 calendar days prior to the adoption of the Public Participation Plan and/or any amendments. Notice of the comment period will be advertised in a newspaper of general circulation and various other publications prior to

the commencement of the 45-day comment period. Notice will also be mailed to the entire MPO mailing list prior to the start of the 45-day comment period.

7. Provide a public comment period of not less than 30 calendar days prior to adoption of the Long Range Transportation Plan, the Transportation Improvement Program, the Unified Planning Work Program, Transit Development Plans, any formal amendments or updates, and other appropriate transportation plans and projects.
8. Coordinate the Public Participation Process with statewide Public Participation Processes wherever possible to enhance public consideration of the issues, plans and programs, and reduces redundancies and costs.

Section 4.2: Public Participation Goals and Policies

GOAL 1: To provide the public with thorough information on transportation planning services and project development in a convenient and timely manner, the MPO shall actively engage the public in the transportation planning process according to the policies contained in this Public Participation Plan and State and Federal Law.

Policy 1.1: The MPO shall maintain an up-to-date database of contacts including at a minimum the following persons to provide that all interested parties have reasonable opportunities to comment on the transportation planning process and products:

- General public;
- Directly affected public;
- Elected Officials;
- Affected public agency staff – i.e. Public Works Departments; Wyoming Department of Environmental Quality; Land Conservation; etc.; Natrona County School District;
- Property Owners, including those of abutting properties and those in the vicinity of a proposed project;
- Freight shippers, providers and users of freight transportation services;
- Providers and users of public transportation services – i.e. taxis and buses;
- Business community
- Advocacy Groups – i.e. Chamber of Commerce; Casper Area Economic Development Alliance (CAEDA); bicycle and pedestrian groups; various interest groups;
- Traditionally underrepresented communities including people with disabilities; children and youth, elderly, low income, and racial and ethnic minorities;
- Non-English speaking public;
- Emergency service providers and users.

Policy 1.2: The MPO shall, when feasible, electronically mail meeting announcements to the MPO contact list or to targeted groups for upcoming activities.

Policy 1.3: The MPO shall employ visualization techniques to depict transportation plans. Examples of visualization techniques include: charts, graphs, photo interpretation, maps, use of GIS systems, artist renderings, physical models, and / or computer simulation.

GOAL 2: The MPO shall keep the public informed of on-going transportation related activities on a continuous basis.

Policy 2.1: The MPO shall make all necessary publications and work products available electronically to the public via the MPO's web home page (via Internet) and at the MPO office and employ visualization techniques to describe transportation actions.

Policy 2.2: MPO staff shall be available to provide general and project-specific information at a central location during normal business hours and after hours at the request of community interest groups with reasonable notice.

Policy 2.3: The MPO shall produce a regional newsletter for distribution to the MPO contact list. A newsletter shall be produced a minimum of four times in a year and will be sent out electronically or in print to all interested parties upon request. The newsletter should include, at a minimum, updates on current or recently completed projects, design projects, announcements of upcoming meetings, and contact information.

Policy 2.4: The MPO shall maintain and update an internet web site that will provide the most current and accurate transportation planning information available. The web site shall, at a minimum, contain the following information:

- A. Contact information (mailing address, phone, fax, and e-mail)
- B. Current MPO committee membership
- C. Meeting dates
- D. Work products and publications (Transportation Improvement Program, Long Range Transportation Plans, Unified Planning Work Program, etc.)
- E. Links to related agencies
- G. Current By-Laws
- H. Public Participation Plan

GOAL 3: The MPO shall encourage the involvement of all area citizens in the transportation planning process.

Policy 3.1: Target audiences shall be identified for each planning study conducted by the MPO, including residents, business and property owners and those traditionally underserved and underrepresented populations, including but not limited to, low income and minority households, within the study area.

Policy 3.2: The MPO shall, whenever feasible, hold public meetings at a site convenient to potentially affected citizens.

GOAL 4: The MPO shall strive to continuously improve public participation.

Policy 4.1: The MPO shall continuously evaluate public involvement techniques.

Policy 4.2: This Public Participation Plan shall be reviewed and adopted, with revisions if necessary, at least every three (3) years in order to assess and improve the effectiveness of public involvement. If amendments are needed based on changes in local, state, or federal legislation, or in response to the assessment of the effectiveness of the public participation techniques that are used by the Metropolitan Planning Organization (MPO), appropriate MPO Policies must be

followed. The assessment will be based upon available information, such as the availability of meeting notices and information on planning activities, number and diversity of persons attending meetings and/or providing input to the process, media coverage, visits to the MPO website, comments received from meeting attendees, and results from the public involvement survey forms.

Chapter 5: Opportunities for Public Involvement and Input

This Chapter describes the core public involvement opportunities for the key MPO work products: the Public Participation Plan, Long Range Transportation Plan, Transportation Improvement Program, and the Unified Planning Work Program as well as non-federally required plans. The MPO gathers public comment on each key work product and forwards the comment to the MPO Policy Committee for consideration as part of the decision making process. Table 1, Summary Table of Public Involvement, describes the products and shows the core public involvement tools for each key work product and some of the special work products of the Casper Area MPO. The core techniques form the framework for public involvement for each key MPO product. In addition, a specific public outreach strategy will be developed for the update of each work product that will include details such as location and timing, core public involvement tools to be used, as well as any additional tools as appropriate and affordable. The public outreach will be tailored to the unique aspects of the process depending on the geographic scope, the type of projects included, the characteristics of affected communities, and the level of public interest. The intent is to provide public notice as far in advance of MPO Policy Committee's decisions as feasible in each situation to give citizens as much time as possible to provide well-thought out comments.

Section 5.1: General Opportunities

Public Comment Period

A formal public comment period for submission of written comment via mail, email or fax, is held prior to the adoption of the transportation plan or program or to the adoption of amendments to the plan or program. Table 1 indicates which key MPO products have a public comment period, which is 45 days for the Public Participation Plan and generally is 30 days for the other key MPO products. The Metropolitan Policy Committee can decide to extend the public review period. Notice of the public review period will be issued prior to the start of the public comment period by placement of an advertisement in the Casper Star Tribune newspaper and on the MPO website. In addition, the MPO may advertise notice in other publications and send news releases and media alerts.

The MPO staff shall review all comments received from the public. A record of all comments received for any plan, program, or document shall be kept and filed with the plan/program documents, and a summary of any public comments received shall be presented to the MPO Policy Committee at the time the plan, program, or document is adopted.

Public Meetings and Workshops/Open Houses

All notices of public meetings, public hearings, and public comment periods for regional plans and programs shall be published in a paper of general circulation and on the MPO website a

minimum of fifteen (15) days prior to the meeting date. MPO shall mail all notices of meetings, public hearings, and public comment periods for regional plans and programs to any other organizations or persons expressing interest. If a special meeting is called, the notice shall be published a minimum of three (3) days prior to the meeting.

The official notice and any press releases shall note the location, time, and date of the meeting or public hearing, length of public review period, length of public comment period, and how to submit comments, and as required by other sections of this plan, the topic(s) of the meeting.

In addition, MPO staff will post notices of the public meetings at key public locations such as Casper City Hall, the Natrona County Public Library and on local public transit to reach underserved populations.

Staff Availability

MPO staff is available at all public meetings and during regular office hours, ideally by appointment. MPO staff responds promptly to requests for information, and take any comments via e-mail, telephone, fax, or regular mail.

Document Availability

MPO draft and final documents are available for review and comment in the City of Casper Planning Department and the Natrona County Library prior to adoption, on CD by request, and in paper format by request – See **Appendix E**. This includes the Transportation Improvement Program (TIP), the Long Range Transportation Plan (LRTP), the Transit Development Plan (TDP), the Public Participation Plan (PPP) and all studies funded entirely or in part by funds under the Metropolitan Planning Organization control (studies funded either under the Unified Planning Work Program or the Transportation Improvement Program) as appropriate. The MPO staff shall obtain copies of the State Transportation Improvement Program (STIP) and make them available for public review. The MPO charges for printing costs for most documents.

Section 5.2: Outreach Tools as Outlined in Table 1

Direct Mail

Direct mailings are used to announce upcoming meetings or activities or to provide information to a targeted area or group of people. Direct mailings can be post cards, letters, or fliers. An area may be targeted for a direct mailing because of potential impacts from a project. Groups are targeted that may have an interest in a specific issue. Mailings may announce project-specific meetings, public hearings, workshops, open houses, corridor studies, sub-area plans, other planning studies, new publications, special events, or major activities.

Email

Meeting announcements and MPO information is e-mailed to interested persons that have submitted their e-mail addresses to MPO staff. The e-mail can provide updates or announcements about corridor studies, sub-area plans, other planning studies, regular meetings, public comment periods, public hearings, workshops, open houses, recruitment to fill openings on the Citizen's Commission, and other major MPO activities.

Meetings

There are several different types of public meetings that can be used in the public participation process. These meeting options are as follows:

- **Informal Meetings with Other Stakeholders**
Informal meetings are meetings the MPO may attend or host with individual stakeholder groups that have particular interest in an activity. These meetings may be in the setting of an existing group unrelated to the MPO. They may also be held in an informal setting, such as a resident's home or a local meeting place. Informal meetings allow interested citizens and local officials to discuss issues and concerns. Staff responsible for the facility receives first-hand information from interested community members, special interest groups, and elected officials, while citizens have the opportunity to ask questions and explore topics of interest regarding a project in question.
- **Small Group Meetings**
Meetings with small groups that have an interest in projects such as planning studies. Meetings could be with homeowners or neighborhood groups, civic groups, special interest groups, or other groups of affected or interested parties. The meetings generally include a presentation by staff followed by a question/answer period. Staff follows up on questions and comments by responding back to the group and documenting the comments through meeting notes.
- **Town Hall Meetings**
This meeting format is more informal than, for example board meetings, and open communication between the public and members of the representative organization. The main purpose of a Town Hall Meeting is to develop open communication between the public and those individuals who control the organization or committee.
- **Public Information Meetings**
The MPO will use the comments received during the comment period as a gauge to indicate whether a Public Information Meeting is needed. The meeting starts with all the stakeholders, such as the decision making agencies and the representative from the member jurisdiction, briefly explaining their role, process, and the essential components

of the topic. Then, the meeting is opened for questions and comments from the audience, with staff on hand to provide answers.

- **Public Meetings**

Public meetings are different from public hearings. Public hearings are regulatory requirements that provide a formal opportunity for the public to present comments and oral testimony on a proposed agency action. Public meetings, on the other hand, are less formal: there are no formal time limits on statements and the permitting agency and/or the MPO staff, committees or representative organization usually answers questions. The purpose of the meeting is to share information and discuss issues, not to make decisions. Due to their openness and flexibility, public meetings are preferable to hearings as a forum for discussing complex or detailed issues. Public meetings sometimes complement public hearings. Public meetings can be especially useful for allowing discussion before a public hearing and can be scheduled immediately before the hearing [See Public Workshops and Open Houses]. Comments made during a public meeting do not become part of the official administrative record as they do during a hearing. Public meetings provide two-way communication, with community members asking questions and the permitting agency providing responses.

Newspaper (print advertisements)

As with meetings, the newspaper or other print materials allow for several different options when disseminating information for public involvement. Some of these tools as outlined in Table 1 are as follows:

- **Display Ads**

These ads are used to promote meetings that are not regularly scheduled, such as public workshops for the TIP, project specific meetings, or public hearings. They are published in the local section of the newspaper to reach a larger audience than those that typically read legal ads.

- **Legal Notice**

Legal notices are the publication of an announcement in a newspaper which has been regularly issued at least once each week for a period of fifty-two (52) consecutive weeks prior to the date of the first publication of such notice or advertisement. Where required, MPO staff will place an advertisement which includes the time, place, and agenda for any regular, special, or emergency meeting, along with contact information.

- **Newsletters and Free Publications**

Placing a notice in a newsletter distributed by a local government, a civic or community organization, neighborhood association, or in other free publication (e.g., a paper that highlights local or community activities) is a generally inexpensive way to target a specific audience or segment of the community. At the same time, some publications may not be appropriate for communicating information from your organization. By publishing information through a group that has a specific political interest or bias, the organization may be perceived as endorsing these views. Permitting agencies may want to avoid associations with groups that appear to represent the agency's interests. In any case, the relationship between the MPO and the newsletter or publication should be clear to the public. Local governments, planning commissions, zoning boards, or utilities often distribute regular newsletters; they are often willing to include information about permitting activities. Newsletters distributed by civic, trade, agricultural, religious, or

community organizations can also disseminate information to interested readers at low cost. Some segments of the affected community may rely on a free local flyer, magazine, independent or commercial newspaper to share information.

- **Newspaper Advertisements**

Traditionally, public notices have often appeared as legal advertisements in the classified section of a newspaper. While this method provides a standard location for the ads, display advertisements (located along with other commercial advertisements) are more likely to reach a larger audience. Display advertisements offer an advantage since they are larger, easier to read, and are more likely to be seen by the casual reader.

- **Newspaper Inserts**

Inserts stand out from other newspaper advertisements since they come as a "loose" section of the newspaper (a format often used for glossy advertisements or other solicitations). Using texture or shapes works well to set insert apart from other text or advertising. They provide a way to reach beyond the most-involved citizens to inform a broader segment of the community.

Open House/Workshops (charettes)

Open Houses

Open houses are informal meetings in a public location where people can talk to involved officials on a one-to-one basis. The meetings allow citizens to ask questions and express their concerns directly to project staff. This type of gathering is helpful in accommodating individual schedules. These techniques can be set up to allow citizens to talk with representatives from all interested organizations. Citizens can find out more about all sides of a permitting issue or project through conversations with agency officials, facility staff, and representatives of involved interest groups and civic organizations.

Workshops

Workshops are seminars or gatherings of small groups of people, usually between 10 and 30, led by a small number of specialists with technical expertise in a specific area. In workshops, participants typically discuss a specific project or design. Experts may be invited to explain certain aspects of the project. Workshops may help to improve public understanding and to prevent or correct misconceptions. Workshops also may identify citizen concerns and encourage public input. Workshops usually include some facilitated activity like a mapping exercise or design development. These are public meetings that are generally open and informal, with information displays, handouts, and project team members interacting with the public on a one-on-one basis. Usually set up on a drop-in basis, but may include short presentations. These are used for wide range of MPO activities, from general to specific. The purpose is to provide project information to the public and to solicit public comment. An attendance record is kept and attendees are given the opportunity to sign up for the mailing list. Workshops can focus on a single site or topic area. These types of workshops may be by invitation, last ½ to one whole day, and involve a site visit.

Public Hearing

These are public meetings used to solicit public comment on a project or issue being considered by the MPO. Hearings provide a formal setting for citizens to provide comments to the MPO or other decision-making body. They are recorded and transcribed for the record. All the major

MPO activities, such as the Metropolitan Transportation Improvement Program and the Long Range Transportation Plan, will require a public hearing as part of the adoption process.

Public Service Announcement (PSA) or Press Release

Providing information about public involvement through the news media is another great tool.

The following are several methods which can be used for this purpose:

- **Broadcast Announcements and Advertisements**

Notices for public meetings or other information can be, and sometimes must be, broadcast over radio or another medium. Providing notice via a paid TV advertisement or over a local cable TV station can be an effective way to disseminate information. Paid advertisements can be expensive and may be seen by the public as "taking a side". This drawback can be eliminated by limiting information to the facts (e.g., time, date, location of the meeting). Some local access cable TV stations run a text-based community bulletin board, which may provide a useful way to distribute information.

- **Public Service Announcements**

Radio and television stations often broadcast, without charge, a certain number of announcements on behalf of charities, government agencies, and community groups. In particular, they are likely to run announcements of public meetings, events, or other opportunities for the public to participate.

- **Press Releases and Press Kits**

Press releases are statements that the MPO organization sends to the news media. They are used to publicize progress or key milestones in the MPO process. Press releases can effectively and quickly disseminate information to large numbers of people. They also may be used to announce public meetings, report the results of public meetings or studies, and describe how citizen concerns were considered in the plan or project development. Press kits consist of a packet of relevant information that the MPO distributes to reporters. The press kit should summarize key information about the permitting process or corrective action activities.

Web Notice

Web notices can be issued through either a project-specific website or through the MPO website housed through the City of Casper.

- **Project Specific Website**

General or project-specific websites offer an opportunity for public input that is flexible and not staff intensive. The general MPO site provides background information about the MPO, its activities, the transportation planning process, and opportunities for the public to become involved. Project-specific websites can be used to display extensive information about individual projects, such as major MPO activities like the Long Range Transportation Plan. These sites are used when project information is too extensive to be included on the MPO site. Project websites can contain study area maps, meeting announcements, descriptions of potential alternatives, comment forms, user surveys, and project team contact information. The general MPO site provides links to project sites. The public may provide input through either the MPO website or project-specific websites. Websites offer the option of interactive ways to reach the public.

- o **MPO Website**

The Casper Area MPO website provides basic information about the MPO process, members, meeting times, and contact information. The site includes information about specific products of the MPO, such as an update of the Long Range Transportation Plan. MPO documents, such as the Public Participation Plan (PPP) and the Metropolitan Transportation Improvement Program, will also be made available for downloading from the site. The site provides many links to other transportation related sites. The site is used to promote regular and special meetings, planning studies, publications and work products.

Chapter 6: Public Participation Tools:

Section 6.1: Participation Tools:

Citizen's Commission

A local Citizen's Commission provides an opportunity for gathering input from citizens. Elected officials usually appoint the members of the Commission. Typically, the Commission meets several times throughout the year, depending on the issues or number of studies taking place a given time. Their comments and concerns are forwarded to the MPO technical and policy committees.

Comment Form

Comment forms are often used to solicit public comment on specific issues presented at a workshop, open house, or other public meeting or hearing. Comment forms can be very general in nature or can ask for very specific feedback. For example, a comment form may ask for comments on specific alignment alternatives considered during a corridor study, or may ask for a person's general feelings about any aspect of transportation. Comment forms can also be included in publications and on websites to solicit input regarding the subject of the publication and/or the format of the publication or website. These are ideal for citizens who are intimidated by public speaking at a standard public hearing.

Consultation with Agencies

Involving and engaging representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties in the metropolitan transportation planning process is an important function given the significance these entities serve in the understanding of transportation issues and opportunities in the region.

The MPO staff will assemble and maintain a database of names and addresses of interested social and civic groups, neighborhood and community associations, and individuals to assist in the public outreach. The electronic list of names will also serve as a direct mailing list for notification of meetings. Notification of the meetings and documents will be made in a timely manner, to provide adequate notice of public meetings and opportunities to comment on documents. The current list of interested parties is listed in Appendix C. To supplement the database, members of the public will be asked if they would like to be included on a mailing list

at each public meeting. Mailing and e-mail addresses will be requested. E-mail messages and/or post cards will be sent to individuals and groups notifying them of meetings.

Contact Person or Office

This is a designated staff member who is responsible for responding to questions and inquiries from the public and the media. The MPO may distribute lists of contact persons who are responsible for answering questions in certain topic areas.

Focus Groups

Focus groups involve an invited group of participants interacting with an experienced moderator for a short time frame. The focus group consists of screened participants, usually selected randomly from a targeted group or groups. Often, the moderator uses the same discussion outline or questions to obtain input from several focus groups, each group targeting a different segment of the community, such as from a particularly geographic location or age group. The focus group provides qualitative feedback from the community and offers flexibility for the moderator to probe relevant topics that arise in the discussion. Examples of uses for focus groups include identifying perceptions and misperceptions around issues, and identifying potential problem areas and barriers for particular user groups. Focus groups complement interviews during community assessments or important activities surrounding a project. The MPO may want to consider focus groups to gauge public opinion before controversial activities or processes.

Key Person Interviews

MPO staff interviews key persons during many planning processes to gain insight into their specializations, needs, and function in making transportation planning/engineering decisions. Key persons can be consulted throughout a planning process, but are typically consulted early on regarding existing conditions information, issues, opportunities, and goals for a given project.

Presentations

The MPO staff presents information to the public and interest groups during all its planning processes. MPO staff are available to present about any MPO plan or program upon request.

Public Outreach Strategy

A public outreach strategy is developed for the update of each specific work product. It includes details, such as location and timing, about the core public involvement tools for the specific update as well as any additional tools if appropriate and affordable. The public outreach strategy will be tailored to the unique aspects of the process, depending on the geographic scope, scale of the product update (e.g. major or minor), the type of projects included, the characteristics of affected communities, and the level of public interest.

Public Participation Plan

A Public Participation Plan, sometimes called a public involvement plan, is an adopted document that directs the MPO regarding the core public involvement tools to use when developing the key MPO products. The purpose of the plan is to provide broad public participation during the development, review, and refinement of regional transportation programs.

Question and Answer Session

These sessions makes knowledgeable staff available to stakeholders to discuss activities, projects, or issues. Question and answer sessions typically accompany a presentation, briefing, or meeting. Anyone at the event who needs more information will have the opportunity to speak with officials after the event. These sessions can be informal or formal.

Speakers Bureau Presentations

This tool involves assembling and training a group of speakers available to make presentations upon request to committees, civic or interest groups, and other organizations. Or, the MPO may proactively request agenda time to make such presentations. Examples include local newspaper editorial boards, bicycle committees, downtown commissions, chambers of commerce, neighborhood groups, and development groups. The speakers are primarily staff, but also may include stakeholders and public officials. The format usually consists of a slide or video presentation, informational handouts, distribution of comment forms, and a discussion period. Attendees are given the opportunity to sign up for the mailing list. Speakers' bureau presentations can be used for ongoing communication with key interested parties and part of concentrated outreach for large projects such as the update of the Long Range Transportation Plan.

Stakeholder and Community Interviews

Stakeholder and community interviews are informal, face-to-face or telephone interviews held with local residents, elected officials, community groups, and other individuals to acquire information on citizen concerns and attitudes about a study. The interviews may be conducted by facility staff, the citizen advisory commission, or other volunteers. Interviews can play an important role in the community assessment, which usually takes place at the beginning of a process or project. Interviews will not be necessary in every situation. They are particularly helpful in situations where there is perceived controversial issues or there is potential to receive high levels of public interest. This method allows the MPO, related agencies, and public interest groups to tailor regulatory requirements and additional activities to fit the needs of particular areas. Information obtained through these interviews is typically used to assess the community's concerns and information needs and to prepare a public participation plan, which outlines a community-specific strategy for responding to the concerns identified in the interview process.

Surveys, Questionnaires, and Telephone Polls

Surveys are used when very specific input from the public is desired. A survey can be used to ask very specific questions or a broad general set of questions. Surveys also are used to gather technical data during corridor and planning studies. A survey can also be used to measure public awareness about transportation choices. Other uses for surveys include gathering information about daily travel patterns, gathering input on proposed strategies or alternatives, and asking the public about the best way to involve them in transportation planning. Surveys may be oral or written; used in person or by mail; and distributed either to specific segments of the community or to representative samples. Informal surveys can be a short questionnaire on the comment sheet, verbal at the sign-up table, or even asking meeting attendees a few questions to gauge the group's sentiment on an issue.

Task Force

The task force is comprised of invited participants with a high level of knowledge about transportation planning and a willingness to commit to what is usually an extended meeting or series of meetings. The work of the task force is in depth and often technical in nature, such as: identifying and evaluating strategies for achieving the goals and objectives of a specific plan; providing input on ways to reduce demand on the transportation system; and evaluating strategies for urban development that reduce the need to rely on the automobile. The task force requires a high level of involvement on the part of both participants and staff, but provides more extensive and in depth input than possible with outreach techniques that target the general public.

Visual Preference Survey

The visual preference survey involves many citizens in a unique, interactive manner. Participants rate images of development and facilities based on their initial reaction. A primary goal of this technique is to offer "regular citizens" a way to participate by evaluating the desirable and undesirable physical, visual, and spatial features of transportation systems and development. A questionnaire obtains a demographic profile of the participants. Participation can be through a slide show or PowerPoint presentation at viewing events, rental videos, or cable television or through the use of disposable cameras.

Section 6.2 Information Tools

Database and Distribution Lists

MPO staff will maintain a master database of all contacts, both business and public, on a continuous basis. The database includes committee membership, mailing information, phone and fax numbers, and e-mail and internet addresses. Mailing lists are both important databases and essential communication tools. Mailing lists ensure that concerned community members receive relevant information. The database is used for maintaining up-to-date committee membership lists, interested parties, special interest groups, and homeowner's association contacts, and the newsletter mailing list. Mailing lists typically include concerned residents, elected officials, appropriate federal, state, and local government contacts, local media, organized environmental groups, civic, religious and community organizations, facility employees, and local businesses. The database will be used to establish and maintain a list of e-mail contacts for electronic meeting notification and announcements. The database is used to enhance other public involvement activities.

Door-to-Door Canvassing

Door-to-door canvassing is a way to collect and distribute information by calling on community members individually and directly. Public interest groups have long used such techniques, and they also may be useful for MPO staff as a way to gauge public interest during the community assessment stage. The MPO may consider using this tool to interact with the community in situations where public interest is very high or in other situations where direct contact with citizens is essential. During these interactions, canvassers can field questions about activities, discuss concerns, and provide fact sheets or other materials. Some citizens may want to find out more about the activity by signing up for mailing lists or by attending an upcoming event.

Exhibits, Displays, Signs, Posters and Bulletin Boards

A variety of exhibits and displays can provide general information, such as introducing a large project, such as proposed land use strategies. Locations for the displays include community workshops, public locations such as city hall, open houses, and similar events designed to attract the public. Signs can be a useful means of public notice, especially for residents and neighbors of the facility or planned facility. A sign on the site should be large enough so that passers-by, whether by foot or by vehicle, can read it. Another option is to place posters or bulletins on community bulletin boards (in community centers, town halls, grocery stores) where people are likely to see them. The signs should contain the same information as a written or broadcast notice.

Fact Sheets or Brochures

Fact sheets or brochures provide summary information regarding MPO policy, process, programs, and projects. Fact sheets can be distributed at public meetings, on the MPO website, at grocery stores, and in public places such as libraries and community centers. Individuals and special interest groups can request fact sheets directly from the MPO staff office or download them from the MPO website if posted. The fact sheet or brochure should be citizen-friendly—brief, easy to read and understand, written for the eight grade reading level, use direct to-the-point language free of acronyms and jargon, and include liberal use of graphics to help deliver the message.

Information Repository

An information repository is a collection of documents related to an activity, program, or corrective action. A repository can make information readily available to people who are interested in learning about, or keeping abreast of MPO activities in or near their community in greater detail. Websites are good resources for storing detailed information in an organized manner. An office accessible to the public is also an option for storing hard copies of document, maps, and multimedia resources. The information that goes in the repository can differ from case to case, depending on what information will be most useful according to the specifics of the case at hand. Similarly, if the community needs assistance in understanding a very technical situation, then the agency and the facility should provide fact sheets and other forms of information that are comprehensible to the non-technical reader.

Logo

A logo representing the MPO is used to identify products and publications of the MPO. A logo helps the public become familiar with the different activities of the MPO by providing a means of recognizing MPO products. The logo should be used on all MPO publications; including those developed by consultants working on MPO sponsored projects.

Newsletters

Newsletters, hard copy or e-mail, can be used for ongoing communication or for an as needed project-specific basis. Distribution can be general or targeted. The general mailing list includes interested parties, municipalities, media, and other agencies. Targeted mailings usually are sent to residents, businesses, and property owners in the area impacted by a particular study. Citizens are added to the general distribution list by their own request. Opportunities to request being added to the list occur during public meetings hosted by the MPO, on the MPO website, and

when citizens contact MPO staff. Each issue of the newsletter includes staff contact information, upcoming meeting schedules, the MPO website address, project highlights, and current planning project status reports. The newsletter can be used to highlight major MPO projects or activities, such as the adoption of project priorities, and report information regarding significant transportation issues, MPO awards, and other one-time activities. The newsletter can be used to inform the public of upcoming decisions to be made by the MPO or other agencies, so that they have time to prepare meaningful comments prior to the decision being finalized. The newsletter is used to promote regular and special meetings, alternatives being proposed in an area, planning studies, publications, and work products. When MPO or project-specific newsletters are not used, articles may be prepared for publication in other newsletters produced by municipalities, neighborhood groups, homeowner associations, church groups, civic groups, or others that may have an interest in the project. These articles are subject to the publication dates and space restrictions of the individual publishers.

Response to Comments

Often called a Comments and Response Summary, this document responds to the comments received during a formal public comment period. This document, or a separate one, includes staff recommendations to decision makers for changing the draft project or document in response to the comment, and the reason for those changes. The response to comments briefly describes and responds to all significant comments that were received during the public comment period. The response to comments should be written in a clear and understandable style so that it is easy for the community to understand the reasons for the final decision and how public comments were considered.

Telephone Networks or Phone Trees or Automated Phone Messages

This method provides an inexpensive, yet personal, manner of spreading information. The lead agency, facility, or organization calls the first list of people, who, in turn, are responsible for calling an additional number of interested people. Phone trees are a good way to provide back up plans or reminders while reducing the number of calls made by individual staff members. As an alternative to calling the first tier, the lead agency, facility, or organization may want to distribute a short written notice. Using an automated phone message system is another alternative.

Presentations: Videos and PowerPoint

Videos and PowerPoint presentations can be used as informational tools and to document public involvement events. They help improve public understanding of the issues associated with a permitting or corrective action. They can be broadcast on Public Television channels, shown at public involvement events such as workshops, shown to citizen groups, loaded onto a website, be part of presentation to public officials, and used for speakers' bureau presentations. These graphic tools are an effective way to stretch staff resources in making presentations and help generate interest in the topic.

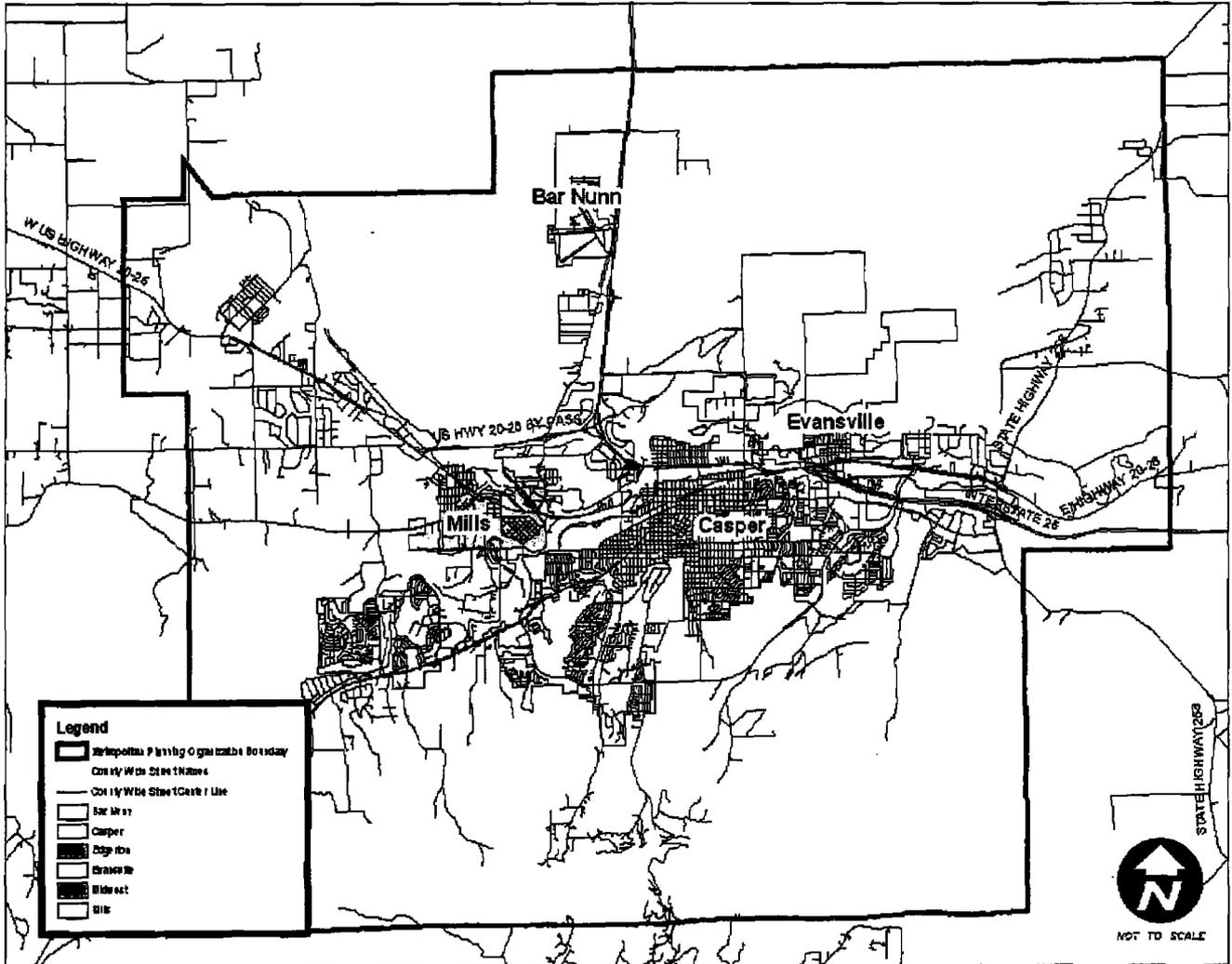
Unsolicited Information and Office Visits

In order to seek input from interested at-large citizens, information may arrive in the form of phone calls, letters, and meetings. While this type of information is not always asked for, it can be helpful. Citizens or stakeholders from other groups may want to visit the agency's office or

the facility. In this situation, the visiting stakeholders will want to meet with the person who works most directly with their concerns.

Appendix A

Casper Area MPO Boundary Map



Appendix B

Casper Area MPO Contact Information

Mail: Leah Reeb
Casper Area MPO
200 North David
Casper, WY 82602

Phone: (307) 235-8255

Fax: (307) 235-8362

Email: lreeb@cityofcasperwy.com

Website: <http://www.casperwy.gov/content/departments/HousingPrograms/mpo.asp>

Appendix C

Interested Parties List

- Advocacy Groups – Chamber of Commerce; Casper Area Economic Development Alliance (CAEDA); Downtown Development Authority (DDA); Bicycle and Pedestrian groups; Transit advocate groups; various interest groups.
- Affected Public Agency staff – Public Works Departments; Wyoming Department of Environmental Quality (DEQ); Land Conservation; Natrona County School District.
- Business Community
- Developers
- Directly Affected Public
- Elected Officials
- Emergency Service Providers and Users
- Freight Shippers; Providers, and Users of Freight Transportation Services
- General Public
- Human Service Agencies
- Non-English Speaking Public
- Property Owners, including those abutting properties and those in the vicinity of a proposed project
- Providers and Users of Public Transportation Services – Taxies and Buses
- Traditionally underrepresented communities including people with disabilities; children and youth, elderly, low income, and racial and ethnic minorities
- Transit Representatives (CATC staff and Board)
- Specific Neighborhoods
- Specific Stakeholders
- Wyoming Department of Transportation

Appendix D

Locations for Review of Metropolitan Planning Organization Documents

City of Casper Planning Department
200 North David
Casper, WY 82601

Casper MPO Website <http://www.casperwy.gov/content/departments/HousingPrograms/mpo.asp>

Natrona County Public Library
307 East Second Street
Casper, WY 82601

Appendix F

Glossary of Acronyms and Definitions

Acronyms:

3-C – Continuing, Comprehensive and Cooperative Planning Process
3R – Resurfacing, restoring, and rehabilitating
AAA – American Automobile Association
AASHO – American Association of State Highway Officials
AASHTO – American Association of State Highway & Transportation Officials
ADA – Americans with Disabilities Act
ADT – Average Daily Traffic (or Average Daily trips)
AMPO – Association of Metropolitan Planning Organizations
APA – American Planning Association
APTA – American Public Transportation Association
BMP – Best Management Practice
BMS – Bridge Management System
BRT – Bus Rapid Transit
BTS – Bureau of Transportation Statistics
CAA – Clean Air Act
CAAA – Clean Air Act Amendments
CATPP – Casper Area Transportation Planning Process
CFR – Code of Federal Regulations
CIP – Capital Improvement Program
CMAQ – Congestion Mitigation and Air Quality Program
CMS – Congestion Management System
COG – Council of Governments
DEIS – Draft Environment Impact Statement
DEQ – Department of Environmental Quality
DOT – Department of Transportation
EEO – Equal Employment Opportunity
EIS – Environmental Impact Statement
EJ – Environmental Justice
EPA – Environmental Protection Agency
FAA – Federal Aviation Administration
FEIS – Final Environmental Impact Statement
FHWA – Federal Highway Administration
FRA – Federal Railroad Administration
FTA – Federal Transit Administration
FY – Fiscal Year
GIS – Geographic Information Systems
GPS – Global Positioning Systems
HCM – Highway Capacity Manual
HOV – High Occupancy Vehicle
HRB – Highway Research Board

HSR – High Speed Rail
I/M – Inspection and Maintenance
ICC – Interstate Commerce Commission
IHS – Interstate Highway System
IM – Interstate Maintenance
ISTEA – Intermodal Surface Transportation Efficiency Act of 1991
ITS – Intelligent Transportation Systems
IVHS – Intelligent Vehicle Highway Systems
JARC – Job Access and Reverse Commute
LCDC – Land Conservation and Development Commission
LOS – Level of Service (Traffic flow rating)
LRT – Light Rail Transit
LRTP – Long Range Transportation Plan
MIS – Major Investment Study
MOA – Memorandum of Agreement
MOU – Memorandum of Understanding
MPC – Metropolitan Policy Committee
MPO – Metropolitan Planning Organization
MSA – Metropolitan Statistical Area
MTP – Metropolitan Transportation Plan
MTIP – Metropolitan Transportation Improvement Program
MUTCD – Manual on Uniform Traffic Control Devices
NAA – Non-Attainment Area
NAAQS – National Ambient Air Quality Standards
NEPA – National Environmental Policy Act of 1969
NHS – National Highway System
NHTSA – National Highway Traffic Safety Administration
PCR – Pavement Condition Rating
PE – Preliminary Engineering
PL – Planning Funds
PPM – Policy and Procedure Memorandum
PS&E – Plans, Specifications, and Estimates
RFP – Request for Proposal
ROW – Right of Way
RR – Railroad
RTP – Regional Transportation Plan
SAFETEA-LU – Safe, Accountable, Flexible, Efficient Transportation Equity Act – a Legacy for Users
SDC – System Development Charge
SHTF – State Highway Trust Fund
SIB – State Infrastructure Bank
SIP – State Implementation Plan
SOV – Single Occupancy Vehicle
SPR – State Planning and Research funds
STA – Special Transportation Area
STIP – State Transportation Improvement Program

STP – Surface Transportation Program
STPP – Surface Transportation Policy Project
TAC – Technical Advisory Committee
TAZ – Traffic Analysis Zone
TCM – Transportation Control Measure
TDM – Transportation Demand Management
TDP – Transit Development Program
TEA-21 – Transportation Equity Act for the 21st Century
TIFIA – Transportation Infrastructure Finance & Innovation Act of 1998
TIP – Transportation Improvement Program, either MTIP or STIP
TMA – Transportation Management Area
TMSF – Transportation Management System Fee
TO – Transportation Options
TOD – Transit Oriented Development
TPC – Transportation Planning Committee
TPR – Transportation Planning Rule
TRB – Transportation Research Board
TSI – Transportation System Improvements
TSM – Transportation System Management
TSP – Transportation System Plan
TUF – Transportation Utility Fee
UGB – Urban Growth Boundary
UMTA – Urban Mass Transportation Administration
UPWP – Unified Planning Work Program
V/C – Volume to Capacity
VMT – Vehicle Miles Traveled
VPD – Vehicles Per Day
WYDOT – Wyoming Department of Transportation

Definitions and Policies:

Americans with Disabilities Act Accessibility Guidelines (ADAAG): Grantees must ensure that their vehicles and facilities are accessible to persons with disabilities.

Activity Line Item (ALI): A line item in a grant project under a specific Scope of Work – i.e. purchasing buses.

Alternative Modes of Transportation - Forms of transportation that provides transportation alternatives to the use of single-occupant automobiles. Examples include: rail, transit, carpools, bicycles, and walking.

Americans with Disabilities Act of 1990 (ADA): Federal law that requires public facilities (including transportation services) to be accessible to persons with disabilities including those with mental disabilities, temporary disabilities, and the conditions related to substance abuse.

Arterial Street - A class of street serving major traffic movements (high-speed, high volume) for travel between major points.

Average Daily Traffic (ADT): The number of vehicles passing a fixed point in a day, averaged over a number of days. The number of count days included in the average varies with the intended use of data.

Association of Metropolitan Planning Organizations (AMPO): A national nonprofit membership organization serving the interests of metropolitan planning organizations nationwide.

Balanced Transportation System - A system that provides a range of transportation options and takes advantage of the inherent efficiencies of each mode.

Capacity - A transportation facility's ability to accommodate a moving stream of people or vehicles in a given time period. The maximum rate of flow at which persons or vehicles can be reasonably expected to traverse a point or uniform segment of a lane or roadway during a specified time period under prevailing roadway, traffic, and control conditions; usually expressed as vehicles per hour or persons per hour.

Capital Improvement Program (CIP) - A plan for future capital infrastructure and program expenditures which identifies each capital project, its anticipated start and completion, and allocates existing funds and known revenue sources for a given period of time. Each local government has a CIP.

Chief Executive Officer (CEO): The highest ranking official of an organization. Depending on the type of organization the CEO may hold any of the following titles: Mayor, General Manager, Executive Director, President, or Partner.

Citizens Advisory Committee: Representative stakeholders that meet regularly to discuss issues of common concern, such as transportation, and to advise sponsoring agency officials. These groups effectively interact between citizens and their government.

Civil Rights Officer (CRO): The individual working from the FTA Regional Office who is responsible for ensuring grantee compliance with Civil Right Programs (DBE, Title VI, ADA and EEO). All CRO's report directly to the Office of Civil Rights in Washington, DC.

Clean Air Act (CAA): Federal statutes established by the United States Congress which set the nation's air quality goals and the process for achieving those goals. The original Clean Air Act was passed in 1963, but the national air pollution control program is actually based on the 1970 version of the law. The 1990 Clean Air Act Amendments are the most far-reaching revisions of the 1970 law.

Clean Water Act (CWA): Federal law regulating the quality of the waters of the United States. Amendments to the CWA in 1987 require local jurisdictions to develop storm water management plans for the control of municipal non-point source pollution.

Code of Federal Regulations (CFR): The Code of Federal Regulations is the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal Government. It is divided into 50 titles that represent broad areas subject to Federal regulation. Each volume of the CFR is updated once each calendar year and is issued on a quarterly basis.

Commercial Driver's License (CDL): A license required in order for an individual to operate a commercial vehicle that will carry 16 or more passengers or a combination of vehicles with a gross vehicle weight of 26,001 pounds or more.

Community Impact Assessment (CIA): Community impact assessment is "a process to evaluate the effects of a transportation action on a community and its quality of life." It is a way to incorporate community considerations into the planning and development of major transportation projects. From a policy perspective, it is a process for assessing the social and economic impacts of transportation projects as required by the National Environmental Policy Act (NEPA). The assessment may address a variety of important Community issues such as land development, aesthetics, mobility, and neighborhood cohesion, safety, relocation, and economic impacts.

Comprehensive Plan: An official document adopted by a local government that describes the general, long-range policies on how the community's future development should occur.

Congestion: A condition under which the number of vehicles using a facility is great enough to cause reduced speeds and increased travel times.

Department of Health and Human Services (DHHS): The Department of Health and Human Services is the United States government's principal agency for protecting the health of all Americans and providing essential human services, especially for those who are least able to help themselves. DHHS provides support and guidance in the areas of workplace drug testing and substance abuse.

Department of Transportation (DOT): Executive branch department that oversees federal transit, highway, air, railroad, and maritime administration functions. The DOT administrations include the Federal Transit Administration (FTA), Federal Highway Administration (FHWA), Federal Motor Carrier Safety Administration (FMCSA) Federal Aviation Administration (FAA), Federal Railroad Administration (FRA), and the Maritime Administration (MARAD). The Wyoming Department of Transportation is WYDOT).

Design Standards: Standards that are met when a new road is constructed, or when a deficient section is improved. These standards pertain to all relevant geometric and structural features required to provide a desired level of service over the life of the project. The life of the project is generally 20 years beyond its implementation.

Disadvantaged Business Enterprise (DBE): As defined by the United States Small Business Administration, a Disadvantaged Business Enterprise is a business that is at least 51 percent

owned by one or more socially and economically disadvantaged individuals and whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

Drug-Free Workplace Act (DFWA): The Drug-free Workplace Act of 1988 requires direct recipients of federal funds to provide a written policy to all employees notifying them that the workplace is drug-free and that the unlawful, manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace. The Act also contains reporting requirements for recipients when an employee has been convicted of a drug statute violation that occurred in the workplace.

Electronic Clearing House Operation (ECHO): The system used by FTA to help manage its finances and meet its financial requirements for the payment of Federal funds to grant recipients.

Enhancements: Activities that assist communities in reaching social, cultural, aesthetic and environmental goals as well as help harmonize the transportation system with the community. Enhancements are part of the mitigation for project impacts and can include bike and pedestrian trails, renovating streetscapes, and scenic beautification.

Environmental Justice: Describes the impact of transportation plans or projects, either positive or negative, on a particular community or population. Derived from Title VI of the Civil Rights Act of 1964, Environmental Justice strives to ensure public involvement of low income and minority groups in decision making, to prevent disproportionately high and adverse impacts on low income and minority groups, and to assure that these groups receive equal benefits from transportation improvements.

Environmental Protection Agency (EPA) - The federal regulatory agency responsible for administering and enforcing federal environmental laws, including the Clean Air Act, the Clean Water Act, the Endangered Species Act, and others. EPA is the source agency of air quality control regulations affecting transportation.

Equal Employment Opportunity (EEO): Federal regulation requiring grantees to grantee must ensure that no person in the United States shall on the grounds of race, color, creed, national origin, sex, age, or disability be excluded from participating in, or denied the benefits of, or be subject to discrimination in employment under any project, program, or activity receiving federal financial assistance from the federal transit laws.

Federal Highway Administration (FHWA): Agency of the U.S. DOT that administers highway transportation activities including standards development, research and technology, training, technical assistance, highway access to federally owned lands and Indian lands, and commercial vehicle safety enforcement. Programs include: The Federal-aid Highway Program, The Motor Carrier Safety Program, and the Federal Lands Highway Program.

Federal Motor Carrier Safety Administration (FMCSA): Agency of the U.S. DOT that administers program to reduce crashes, injuries, and fatalities involving large trucks and buses. Programs are designed to develop and enforce data-driven regulations that balance motor carrier

(truck and bus companies) safety with industry efficiency; harness risk carriers in enforcing the safety regulations; targets educational messages to carriers, commercial drivers, and the public; and partners with stakeholders including Federal, State, and local enforcement agencies, the motor carrier industry, safety groups, and organized labor on efforts to reduce bus and truck-related crashes.

Federal Motor Vehicle Safety Standards (FMVSS): Regulations to which manufacturers of motor vehicle and equipment items must conform and certify compliance. The federal safety standards are regulations written in terms of minimum safety performance requirements for motor vehicles or items of motor vehicle equipment.

Federal Transit Administration (FTA): A branch of the United States Department of Transportation that is the principal source of federal financial assistance to America's communities for the planning, development, and improvement of public or mass transportation systems. FTA provides leadership, technical assistance, and financial resources for safe, technologically advanced public transportation to enhance mobility and accessibility, to improve the nation's communities and natural environment, and to strengthen the national economy. The FTA is headquartered in Washington, DC, with regional offices in Atlanta, Boston, Chicago, Dallas, Denver, Kansas City, New York, Philadelphia, San Francisco, and Seattle.

Financial Management Oversight (FMO): An FTA oversight program that focuses on the financial management, internal controls and financial capacity of federal grant recipients. The FMO program utilizes three different reviews. Full Scope Financial Management System Review, Follow-up Reviews, and Financial Capacity Assessments.

Financial Status Report (FSR): Report of the financial activity of a grant that includes such information as obligation amounts and disbursements. FSRs are filed in the Transportation Electronic Award and Management (TEAM) system on either a quarterly or annual basis, depending on the size of the grantees urbanized area.

Financial Planning: The process of defining and evaluating funding sources, sharing the information, and deciding how to allocate the funds.

Financial Programming: A short-term commitment of funds to specific projects identified in the regional Transportation Improvement Program (see TIP).

Fiscal or Financial Constraint: Making sure that a given program or project can reasonably expect to receive funding within the time allotted for its implementation.

Formula Capital Grants: Federal transit funds for transit operators; allocation of funds overseen by FTA.

Functional Classification: Functional classification is the process by which streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide. Basic to this process is the recognition that individual roads and streets do not serve travel independently in any major way. Rather, most travel involves movement through

a network of roads. It becomes necessary then to determine how this travel can be channelized within the network in a logical and efficient manner. Functional classification defines the nature of this channelization process by defining the part that any particular road or street should play in serving the flow of trips through a highway network.

Fiscal Year (FY): A budget year. The fiscal year for the Federal Government runs from October 1 through September 30. The Casper MPO fiscal year runs from July 1 through June 30.

Geographic Information System (GIS): Computerized data management system designed to capture, store, retrieve, analyze, and display geographically referenced information.

Goals: A desired result or purpose. In planning, a goal is a broad statement of philosophy that describes the hopes of the people of the community for the future of the community. A goal may never be completely attainable, but it is used as a point toward which the community may strive.

Government Accountability Office (GAO): An agency that works for Congress and the American people. The GAO, commonly called the investigate arm of Congress, is an independent and nonpartisan agency that studies the programs and expenditures of the federal government. GAO advises Congress and the heads of executive agencies about ways to make government more effective and responsive.

Intergovernmental Agreement: Legal instrument describing tasks to be accomplished and/or funds to be paid between government agencies

Intermodal: The ability to connect, and the connections between, modes of transportation.

Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA): Federal law which restructured transportation planning and funding by requiring consideration of multimodal solutions, emphasis on the movement of people and goods as opposed to traditional highway investments, flexibility in the use of transportation funds, a greater role of MPOs, and a greater emphasis on public participation.

Intelligent Transportation System (ITS): Use of computer and communications technology to facilitate the flow of information between travelers and system operators to improve mobility and transportation productivity, enhance safety, maximize the use of existing transportation facilities, conserve energy resources and reduce adverse environmental effects; includes concepts such as "freeway management systems," "automated fare collection" and "transit information kiosks."

Invitation for Bid (IFB): Procurement method in which prospective contractors, vendors and/or suppliers are invited to submit bids for services, materials or supplies. The contract is then typically awarded to the lowest, responsive, responsible bidder unless other situations exist which permit otherwise.

Land Use: Refers to the manner in which portions of land or the structures on them are used, i.e. commercial, residential, retail, and industrial, etc.

Limited English Proficiency (LEP): Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English. Executive Order 13166 requires all agencies that provide federal financial assistance to issue guidance on how recipients of that assistance can take reasonable steps to provide meaningful access consistent with Title VI regulation. The Order also requires that federal agencies create plans for ensuring that their own activities also provide meaningful access for persons who are LEP.

Long-Range Transportation Plan (LRTP): A document resulting from a regional or statewide process of collaboration and consensus on a region's or state's transportation system. This document serves as the defining vision for the region's or state's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvement scheduled for funding over the next 20 years.

Level of Service (LOS): A qualitative assessment of a road's operating condition, generally described using a scale of A (little congestion) to E/F (severe congestion).

Major Investment Study (MIS): A Major Investment Study examines alternative transportation strategies that will best work to solve a transportation problem within a given corridor. An MIS considers costs and benefits associated with alternatives, uses public participation in the decision-making process, considers a broad range of land-use, environmental, social and transportation impacts, and considers various transportation modes in order to develop possible solutions.

Maintenance Management Information System (MMIS): A computer system designed to provide maintenance management personnel with up-to-date information on the maintenance performance of a transit system.

Management Information System (MIS): A Management Information System is a computer system designed to provide management personnel with up-to-date information on an organization's or a program's performance. These systems output information in a form that is useable by managers at all levels.

Metropolitan Planning Organization (MPO): A forum for regional planning, collaboration, and decision making, MPOs are designated agencies for metropolitan areas larger than 50,000 in population that conduct regional transportation planning.

Milestone/Progress Report (MPR): Report on the progress of various activities associated with a grant project. The report is filed in the Transportation Electronic Award and Management (TEAM) system on a quarterly or annual basis depending on the size of a grantees urbanized area.

Mitigation: means to avoid, minimize, rectify, or reduce an impact, and in some cases, to compensate for an impact.

Mode: A specific form of transportation, such as automobile, subway, bus, rail, or air.

Multimodal: A term describing a road, trip or plan involving several types of transportation, such as both rail and bus.

National Environmental Policy Act (NEPA): a law enacted in 1969 that established a national environmental policy requiring that any project using federal funding or approval, including transportation projects, examine the effects the proposal and alternative choices have on the environment before a federal decision is made.

National ITS Architecture: A systems framework to guide the planning and deployment of ITS infrastructure. The national ITS architecture is a blueprint for the coordinated development of ITS technologies in the U.S. It is unlikely that any single metropolitan area or state would plan to implement the entire national ITS architecture.

National Transit Database (NTD): Data collected and disseminated by the FTA on the state of mass transportation using information provided by the nation's transportation providers. Transit providers submit data to the NTD monthly, quarterly and annually.

Non-attainment: Any geographic area that has not met the requirements for clean air as set out in the Clean Air Act of 1990. An area can at the same time be classified as in attainment for one or more air pollutants and as a non-attainment area for another air pollutant.

Objective: An attainable target that the community attempts to reach during the process of striving to meet a goal. An objective may also be considered as an intermediate point that will help fulfill the overall goal.

Office of Inspector General (OIG): Office of the Inspector General works within the Department of Transportation to promote effectiveness and head off or stop waste, fraud and abuse in departmental programs. The OIG conducts audits and investigations and also consults with the Congress about programs in progress and proposed new laws and regulations.

Office of Management and Budget (OMB): The OMB assists the President in overseeing the preparation of the federal budget and to supervise its administration in Executive Branch agencies. OMB also oversees and coordinates the Administration's procurement, financial management, information, and regulatory policies.

Paratransit: Alternative known as "special or specialized" transportation which often includes flexibly scheduled and routed transportation services. These services use low capacity vehicles such as vans to operate within normal urban transit corridors or rural areas. Services usually cater to the needs of persons whom standard mass transit services would serve with difficulty, or not at all. Common patrons are the elderly and persons with disabilities.

Pavement Management System (PMS): A systematic process utilized by state agencies and MPOs to analyze and summarize pavement information for use in selecting and implementing cost-effective pavement construction, rehabilitation, and maintenance programs; required for roads in the National Highway System as a part of ISTEA; the extent to which the remaining

public roads are included in the process is left to the discretion of state and local officials; criteria found in 23 CFR 500.021-209.

Performance Measures: Indicators of how well the transportation system is performing with regard to such things as average speed, reliability of travel, and accident rates. Used as feedback in the decision making process.

Planning Certification Review (PCR): Requirement calling for FHWA and FTA to certify jointly the transportation planning processes in metropolitan areas with over 200,000 population, known as Transportation Management Areas (TMAs), ever three years.

Planning Funds (PL): Primary source of funding for metropolitan planning designated by the FHWA.

Policy: A statement adopted as part of a plan to provide a specific course of action moving the community towards attainment of its goals. Due to budget constraints and other activities, all policies cannot be implemented at the same time. Generally, those with metropolitan-wide implications should receive priority consideration.

Preventive Maintenance (PM): – Maintenance that is performed at regularly scheduled intervals to ensure the state of good repair of vehicles, equipment and facilities.

Procurement System Review (PSR): An oversight review designed to encourage and facilitate improvements in a grantee's procurement operations and assesses a grantee's compliance with Federal procurement requirements, specifically the requirements of FTA Circular 4220.1E as well as other applicable statutory and administrative requirements.

Program of Projects (POP): The list of projects that each grantee intends to implement with its grant funds. The grantee must comply with FTA's public participation requirements. That is, each grantee is required to develop, publish, afford an opportunity for a public hearing on, and submit for approval a Program of Projects (POP).

Project Development: The phase a proposed project undergoes once it has been through the planning process. The project development phase is a more detailed analysis of a proposed project's social, economic, and environmental impacts and various project alternatives. What comes from the project development phase is a decision reached through negotiation among all affected parties, including the public. After a proposal has successfully passed the project development phase, it may move to preliminary engineering, design, and construction.

Project Management Oversight (PMO): FTA's Office of Engineering, through the Regional Offices, performs oversight of grantee project management that focuses on the management of major investments (New Starts, rail modernization, etc.) in transit projects. This activity begins early in project implementation, usually at the time of preliminary engineering.

Public Facility Plan: A plan required by state law for any city with an urban growth boundary encompassing a population greater than 2,500. A plan outlining the sewer, water and transportation facilities needed to serve such an urbanized area.

Public Hearing: A formal public meeting held prior to a decision that gathers community comments and positions from all interested parties for public record and input into decisions.

Public Involvement Plan (PIP): A plan that describes the public involvement goals and objectives, and methods of involving the public in transportation decisions.

Public Meeting: A meeting open to the public and designed for a specific issue or community group where information is presented and input from community residents is received.

Regional Transportation Plan (RTP): A document resulting from regional or statewide collaboration and consensus on a region or state's transportation system, and serving as the defining vision for the region's or state's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over a minimum of the next 20 years.

Right-of-Way (ROW): Real property that is used for transportation purposes; defines the extent of the corridor that can be used for the road and associated appurtenances.

Safe Accountable Flexible Efficient Transportation Equity Act – Legacy of Users (SAFETEA-LU): Legislation enacted August 10, 2005, as Public Law 109-59. SAFETEA-LU authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009.

Smart Growth: A set of policies and programs design to protect, preserve, and economically develop established communities and valuable natural and cultural resources.

Sponsoring Agencies: Organizations or governmental units which enter into agreements with the MPO to undertake transportation related activities that will be part of the MPO planning process.

Sprawl - Urban form that connotatively depicts the movement of people from the central city to the suburbs. Concerns associated with sprawl include loss of farmland and open space due to low-density land development, increased public service costs, and environmental degradation as well as other concerns associated with transportation.

Stakeholders - Individuals and organizations involved in or affected by the transportation planning process. Include federal/state/local officials, MPOs, transit operators, freight companies, shippers, and the general public.

State Department of Transportation (State DOT): A statewide agency that is responsible for conducting transportation planning activities in non-metropolitan areas of the state, and assisting

MPOs in transportation planning for the metropolitan areas. State DOTs are also responsible for developing, designing, and constructing most of the projects on major highways in most states.

Statewide Transportation Improvement Program (STIP): prepared by the State DOTs, the STIP is a staged, multiyear listing of projects proposed for federal, state, and local funding encompassing the entire state. It is a compilation of the TIPs (see TIP) prepared for the metropolitan areas, as well as project information for the non-metropolitan areas of the state and for transportation between cities. WYDOT's is a five year work program.

Surface Transportation Program (STP): Federal-aid highway funding program that funds a broad range of surface transportation capital needs, including many roads, transit, sea and airport access, vanpool, bike, and pedestrian facilities.

System Safety Program Plan (SSPP): A plan that provides a comprehensive and organized approach to workplace and service safety. An SSPP is required for all rail fixed guideway systems subject to FTA's State Safety Oversight rule. An SSPP is encouraged for other modes.

System Safety Program Standard (SSPS): The oversight agency of each state with a rail fixed guideway system that is subject to FTA's State Safety Oversight rule must develop and adopt a system safety program standard that, at a minimum complies with the American Public Transit Association's "Manual for the Development of Rail Transit System Safety Program Plans" (APTA Guidelines) published on August 20, 1991, and requires the transit agency to address the personal security of its passengers and employees.

Technical Advisory Committee (TAC): A standing committee of most metropolitan planning organizations (MPOs); function is to provide advice on plans or actions of the MPO from planners, engineers and other staff members (not general citizens).

Third-Party Administrator (TPA): A contractor whose services have been retained to administer a U.S. DOT drug and alcohol testing program on behalf of a grantee or a group of grantees.

Title VI: Title VI of the Civil Rights Act of 1964. Prohibits discrimination in any program receiving federal assistance.

Transit Cooperative Research Program (TCRP): TCRP if funded by the public through the Federal Transit Administration and is governed by an independent board-the TCRP Oversight and Project Selection (TOPS) Committee. TCRP funds research on issues relevant to the transit industry and disseminates the results of its research through reports and other finished products such as videotapes and software.

Transportation Corridor - Major or high volume routes for moving people, goods and services from one point to another. They may serve many transportation modes or be for a single mode such as an air corridor.

Transportation Electronic Awards and Management (TEAM): TEAM is a software application and database that enables FTA staff to administer the different grant programs. The system also allows grantees to electronically apply for and manage their FTA grants.

Transportation Equity Act for the 21st Century (TEA-21): Federal Legislation authorizing funds for all modes of transportation and guidelines on the use of those funds. Successor to ISTEA, the landmark legislation that clarified the role of the MPOs in the local priority setting process. TEA-21 emphasizes increased public involvement, simplicity, flexibility, fairness, and higher funding levels for transportation.

Transportation Improvement Program (TIP): A priority list of transportation projects developed by a metropolitan planning organization that is to be carried out within the four (4) year period following its adoption; must include documentation of federal and state funding sources for each project and be consistent with adopted MPO long range transportation plans and local government comprehensive plans.

Transportation Equity Act for the 21st Century (TEA-21): A law enacted in 1998, TEA-21 authorized federal funding for transportation investment for the time period spanning fiscal year 1998 to fiscal year 2003. Approximately \$218 billion in funding was authorized, the largest amount in history, and is used for highway, transit, and other surface transportation programs.

Transportation Improvement Program (TIP): A staged, multiyear (typically three to five years) listing of surface transportation projects proposed for federal, state, and local funding within a metropolitan area. MPOs are required to prepare a TIP as a short-range programming document to complement its long-range transportation plan. TIPs contain projects with committed funds over a multiyear period.

Transportation Needs: These are estimates of the movement of people and goods that are consistent with an acknowledged comprehensive plan and the requirements of the Transportation Planning Rule. Needs are typically based on projections of future travel demands resulting from a continuation of current trends as modified by policy objectives, including those expressed in Statewide Planning Goal 12 and the Transportation Rule, especially those for avoiding principal reliance on any one mode of transportation.

Transportation Planning: A collaborative process of examining demographic characteristics and travel patterns for a given area. This process shows how these characteristics will change over a given period of time, and evaluates alternatives for the transportation system of the area and the most expeditious use of local, state, and federal transportation funding. Long-range planning is typically done over a period of twenty years; short-range programming of specific projects usually covers a period of three to five years.

Travel Mode: The means of transportation used, such as automobile, bus, bicycle, or by foot.

Triennial Review (TR): A statutorily mandated review of agencies receiving Urbanized Area Formula Grant funds from FTA. The reviews are conducted every three years and examine grantees compliance with federal requirements in 23 areas.

Unified Certification Program (UCP): Each state must establish, through an agreement among all U.S. DOT grant recipients, a UCP that meets FTA requirements. The agreement must specify that the UCP will follow all certification procedures and standards in 49 CFR Part 26. All U.S. DOT grant recipients in the state must participate in the UCP.

Unified Planning Work Program (UPWP): Developed by Metropolitan Planning Organization (MPOs); identifies all transportation and planning activities anticipated within the next one to two years, including a schedule for the completion of the identified tasks and activities.

Uniform System of Accounts (USOA): The Uniform System of Accounts (USOA) is the basic reference document for the National Transit Database. It contains the accounting structure required by Federal Transit laws. The main purpose of the USOA is to ensure that data definitions are uniform for all transit agencies.

Urban Growth Boundary (UGB): A site-specific line in the comprehensive plan or long range plan that separates existing and future urban development from rural lands.

Urbanized Area (UZA): An Urbanized Area is a statistical geographic entity designated by the Census Bureau, consisting of a central core and adjacent densely settled territory that together contain at least 50,000 people, generally with an overall population density of at least 1,000 people per square mile. Within the transportation planning community Urbanized Areas are typically referred to as the UZAs.

Vehicle Miles Traveled (VMT): This is an output of the travel demand model and is a measure of traffic flow over a highway segment.

5307 Funds: Section 5307 is a formula grant program for urbanized areas providing capital, operating, and planning assistance for mass transportation. This program was initiated by the Surface Transportation Act of 1982 and became FTA's primary transit assistance program in FY 1984. Funds are apportioned to urbanized areas utilizing a formula based on population, population density, and other factors associated with transit service and ridership. Section 5307 is funded from both General Revenues and Trust Funds.

5309 Funds: Administered by the Federal Transit Administration, Section 5309 Capital Program funds provide assistance for the establishment of new rail transit projects, improvement and maintenance of existing rail transit and other fixed-guide way systems, buses and other bus-related capital projects. The bus-funding portion of Section 5309 is a discretionary allocation program.

5311 Funds: Administered by the Federal Transit Administration, Section 5311 Non-urbanized Area Formula Program funds can be used for planning, capital, operating and administrative assistance to state agencies, local public bodies, nonprofit organizations, Native American organizations and operators of public transportation in non-urbanized areas with populations less than 50,000.

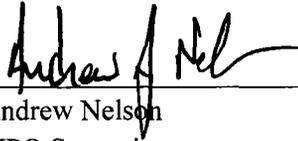
Casper Area Committees relevant to City Transit Program
Breakdown by Gender and Race/Ethnicity

Citizen's Advisory Committee		<i>White</i>	<i>Black</i>	<i>Hispanic</i>	<i>Asian</i>	<i>NA/AN</i>	<i>NH/PI</i>	<i>Multiracial</i>	<i>Other</i>
Men	Women	12	0	0	0	0	0	0	0
4	8								
MPO Technical Committee		<i>White</i>	<i>Black</i>	<i>Hispanic</i>	<i>Asian</i>	<i>NA/AN</i>	<i>NH/PI</i>	<i>Multiracial</i>	<i>Other</i>
Men	Women	9	0	0	0	0	0	0	0
7	2								
MPO Policy Committee		<i>White</i>	<i>Black</i>	<i>Hispanic</i>	<i>Asian</i>	<i>NA/AN</i>	<i>NH/PI</i>	<i>Multiracial</i>	<i>Other</i>
Men	Women	9	0	0	0	0	0	0	0
8	1								
Casper City Council		<i>White</i>	<i>Black</i>	<i>Hispanic</i>	<i>Asian</i>	<i>NA/AN</i>	<i>NH/PI</i>	<i>Multiracial</i>	<i>Other</i>
Men	Women	9	0	0	0	0	0	0	0
8	1								
Casper Area Transportation Coalition		<i>White</i>	<i>Black</i>	<i>Hispanic</i>	<i>Asian</i>	<i>NA/AN</i>	<i>NH/PI</i>	<i>Multiracial</i>	<i>Other</i>
Men	Women	9	0	0	0	0	0	0	0
8	1								

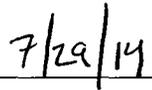
Revised 7-16-14

Equity Analysis to determine site or location of facilities

No new facilities or projects falling into this category were conducted during the reporting period for the City of Casper or its transit operator for the 2013 Title VI Program.



Andrew Nelson
MPO Supervisor



Date

City of Casper Transit Program System-Wide Standards and Policies

All days	Peak	Base	Evening	Night
Regional Pulse	30	30	30	0

FTA requires all fixed route transit providers of public transportation to develop *quantitative* and *qualitative* standards. The type of standard is defined as follows:

Quantitative:

1. Vehicle Load
2. Vehicle headway
3. On-time performance
4. Service availability

Qualitative:

1. Vehicle Assignment
2. Transit Amenities

These policies are set by the City; therefore, they will apply solely to the City of Casper and its transit operator rather than implementing policies found across the entire transit industry.

Vehicle Load Standards

Vehicle Type	Average Passenger Capacities			
	Seated	Standing	Total	Maximum Load Factor
16 passenger	16	0	16	1.0
18 passenger	18	0	18	1.0
30 passenger	30	0	30	1.0

The average of all loads should not exceed vehicles' achievable capacities based on available seat capacities.

Vehicle Headway Standards

Service operates on a pulse system, with buses departing every hour from a centrally located transfer point located just south of 2nd Street along Beech Street or from transfer points at the East and West Wal-Marts. Each "pulse" operates on one-half hour routes, resulting in each bus reaching a transfer point twice each hour.

On-Time Performance Standards

Ninety-five (95) percent of the fixed route buses in the City of Casper will complete their established runs no more than five minutes late in comparison to the established schedule/published timetables. On-time performance will be determined through monthly reports submitted by CATC to the City.

Service Availability Standards

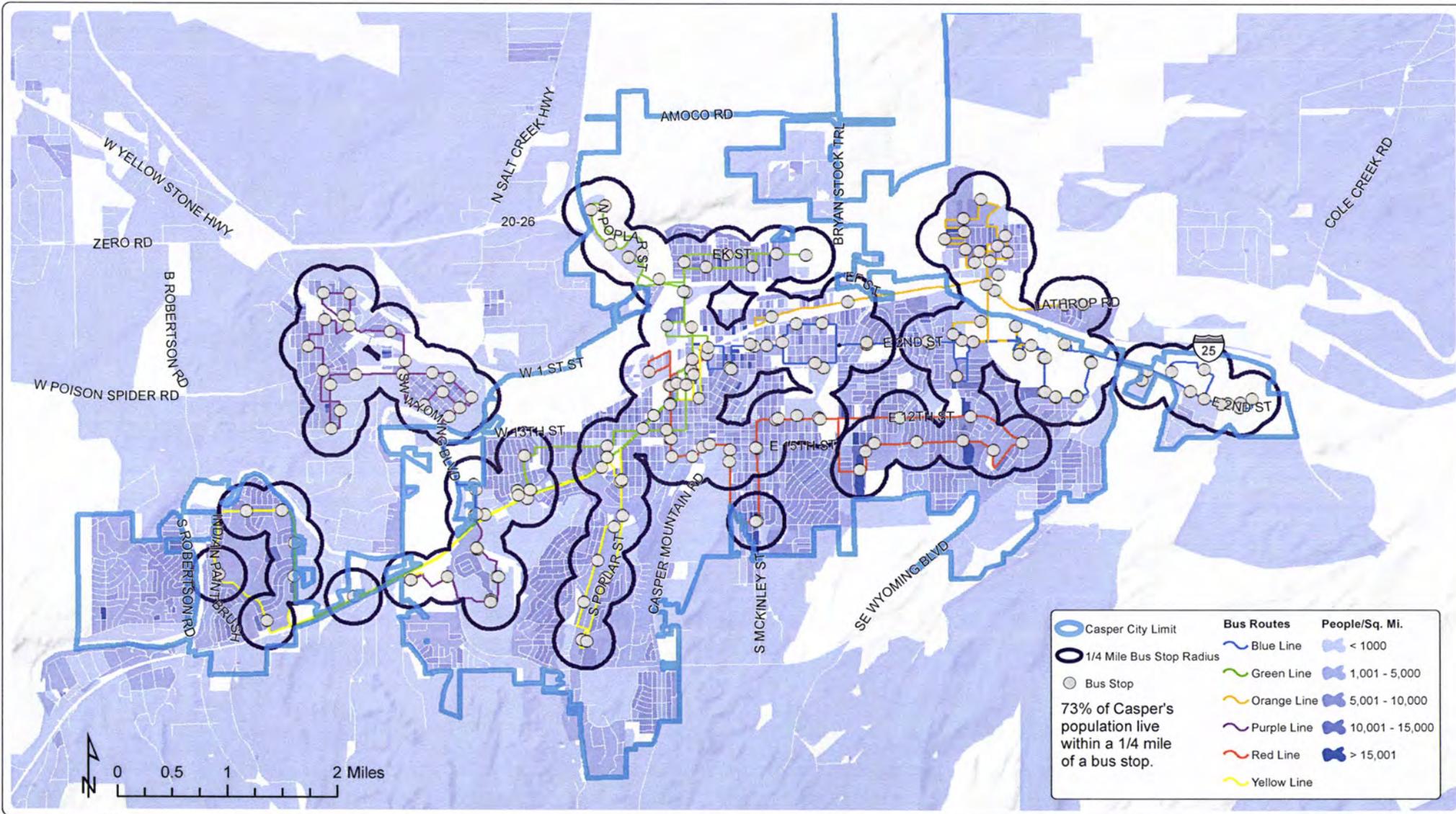
The City of Casper will distribute transit service so that 70% of all City residents are within a one-quarter (1/4) mile walk of bus service. See Figure 1 for a current service distribution map.

Distribution of Transit Amenities

Installation of transit amenities along bus routes are based on the number of passenger boardings at stops along those routes, as well as at locations that serve key demographic areas of senior citizens and disabled persons such as residential retirement communities, medical centers, and social service organizations.

Vehicle Assignment

Vehicles will be assigned to routes as needed and as service demands. Bus assignments take into account the operating characteristics of buses of various lengths, which are matched to the operating characteristics of the route. For example, the Mills Purple Line may use a smaller 18 passenger bus due to lower demand in that community. However, all buses will meet the same standard service capabilities and accessibility requirements, regardless of the route or cities they serve.



Casper Fixed-Route Service Coverage: Residential



CASPER AREA METROPOLITAN PLANNING ORGANIZATION
 Working with the public, elected officials, and professional staff to plan our road, rail, bus, and rail systems.
 Bar Nunn | Casper | Evansville | Mills | Natrona County | WYDOT

SOURCES: FEHR & PEERS

- j. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.
- k. The Recipient assures that the level and quality of transit service and related benefits are provided in a manner consistent with Title VI of the Civil Rights Act of 1964.

THESE ASSURANCES are given in consideration of, and for the purpose of, obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the Federal Administration and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal Transit Administration programs.

The person whose signature appears below is authorized to sign these assurances on behalf of the grant applicant or recipient.

DATED: 12-3-13

City of Casper, Wyoming


By: John C. Patterson,
City Manager

- 1) Coordination with individuals, institutions, or organizations and implementing community-based public involvement strategies to reach out to members in the affected minority and/or low-income communities;
- 2) Provision of opportunities for public participation through means other than written communication, such as personal interviews or use of audio or video recording devices to capture oral comments;
- 3) Utilization of locations, facilities and meeting times that are convenient and accessible to low-income and minority communities;
- 4) Utilization of different meeting sizes or formats, or varying the type and number of news media used to announce public participation opportunities; and
- 5) Implementation of DOT's policy guidance regarding City's responsibilities to LEP persons.

j. Table Depicting Membership of Non-Elected Committees and Council, the Membership of Which is Selected by the Recipient, Broken Down by Race, and a Description of the Process the Agency Uses to Encourage the Participation of Minorities on Such Committees

The City of Casper's Council is an elected body. The City of Casper utilizes a vendor, Casper Area Transportation Coalition (CATC), to provide transit operations.

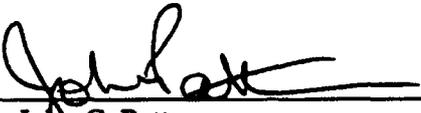
k. Narrative Describing Subrecipient Monitoring

The City of Casper does not have a subrecipient. The City of Casper utilizes a vendor, Casper Area Transportation Coalition (CATC), to provide transit operations.

The person whose signature appears below is authorized to sign on behalf of the grant applicant or Recipient.

DATED: 12-3-13

City of Casper, Wyoming


By: John C. Patterson
City Manager

RESOLUTION NO. 14-222

A RESOLUTION APPROVING CHANGES TO THE CITY OF CASPER TITLE VI PLAN FOR THE CASPER AREA METROPOLITAN PLANNING ORGANIZATION.

WHEREAS, the Casper City Council endorsed and approved the *Title VI Plan related to Transportation Planning and Transportation Improvements* on May 21, 2013; and,

WHEREAS, the Casper City Council endorsed and approved revisions to the *Title VI Plan* on December 3, 2013; and,

WHEREAS, the City, as a grantee of funds from the Federal Transit Administration (FTA), is required to comply with Title VI of the Civil Rights Act of 1964; and,

WHEREAS, the FTA Regional Civil Rights Officer (RCRO), after reviewing Casper's Title VI Plan, has required revisions to the document in order for the City to remain in compliance; and,

WHEREAS, the Council has considered and supports the System-wide Service Standards included in the new version of the Plan; and,

WHEREAS, failure to comply with Title VI requirements will lead to the delay or inability to obtain federal dollars from FTA; and,

WHEREAS, the City wishes to maintain transit services and manages the grants which fund transit operations;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, approval of revisions to be submitted to FTA regarding the City of Casper's Title VI Plan.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V. H. McDonald
City Clerk

Paul L. Meyer
Mayor

August 12, 2014

TO: John C. Patterson, City Manager
FROM: William C. Luben, City Attorney *WCL*
SUBJECT: Contract with Turnkey Services, Inc. for Oversight of Rocky Mountain Power Infrastructure Improvements through December 31, 2015.

Recommendation:

That Council, by resolution, authorize the execution of a contract in the amount not to exceed \$38,000 with Turnkey Services, Inc. for oversight of the infrastructure improvements being constructed by Rocky Mountain Power under the Settlement Agreement entered into between Rocky Mountain Power and the Natrona County Intervenors in Docket No. 20000-384-ER-10, Record No. 12702 before Public Service Commission of Wyoming.

Summary:

The City retained Turnkey Services, Inc. on July 19, 2011 to oversee the completion of the infrastructure improvements by Rocky Mountain Power (RMP) that were required under the stipulated settlement agreement between RMP and the Natrona County Intervenors. This agreement terminated in July of this year.

At the time the settlement agreement was developed it was unknown when the load projections would require RMP to install a new substation for the Bar Nunn and airport area. In addition, RMP is still completing its 115 kv power line which will loop the City. The load projections have now been met due to proposed development in the airport area, and RMP is required to install the new Bar Nunn substation. It is anticipated that the substation project and the 115 kv electrical line as well as other improvements will be completed in the late fall of 2015.

As these projects will not be completed until late fall of 2015, Council may want to consider renewing the oversight agreement with Turnkey Services, Inc. to continue overseeing the completion of these projects. The original agreement provided that Turnkey's services were not to exceed the total sum of \$25,000 for each year of the agreement. On that basis, it is proposed to extend Turnkey's contract through December 31 of 2015 for its oversight services not to exceed the total sum of \$38,000, which is basically at the same yearly rate as the original agreement.

The oversight services provided by Turnkey has allowed the City to monitor and verify that the improvements agreed to by RMP have been installed and completed pursuant to the requirements of the stipulated settlement agreement. Funding for this contract will come from the additional 1% franchise fee charged to RMP for economic development purposes.

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 17th day of August, 2014, by and between the following parties:

1. The City of Casper, Wyoming ("City"), a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601.
2. Turnkey Services, Inc. ("Contractor"), P.O. Box 70, Ten Sleep, Wyoming, 82442.

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

RECITALS

A. The City and Contractor entered into a *Contract for Professional Services* ("Expert Witness Contract") for technical analysis of the Rocky Mountain Power ("RMP") electrical system, interrogatory assistance, cost estimating, analysis of other rate case issues, and trial testimony in Wyoming Public Service Commission Docket No. 20000-384-ER-10, Record 12702.

B. On June 6, 2011, the City and several other entities entered into a Stipulation and Agreement ("Stipulation") with RMP, which the Wyoming Public Service Commission accepted at its public hearing on June 21, 2011.

C. In the Stipulation, RMP agreed to address "Natrona area" reliability issues, including, but not limited to: implementing a 2011-2015 capital improvement plan; preparing written semi-annual service quality reports; conducting meetings between local officials, interested parties and RMP to review power outages; reporting on the capital improvement plan progress; providing written updates on load forecasts and system capacity; reporting progress on achieving benchmark targets; establishing new reliability benchmarks, and establishing a planning process for long-term growth.

D. Under the Stipulation, the City was required to attend quarterly meetings, monitor results and track progress of the capital improvement plan, and raise reliability issues with RMP before taking those issues to the Wyoming Public Service Commission.

E. On July 19, 2011, Turnkey Services, Inc., entered into a *Contract for Professional Services* ("Consulting Contract") with the City to monitor RMP's progress toward providing Natrona County and the City of Casper with reliable, available, dependable power, and to assist the City with its Stipulation requirements in Recital C. above.

F. The Consulting Contract expired on August 1, 2014. However, the build-out of RMP's electrical system is not scheduled to be complete until the end of 2015. The City would like to retain the Contractor's services until the build-out is complete.

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

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

1. SCOPE OF SERVICES:

The Contractor shall perform substantially similar services in connection with and respecting the project as it performed under the Consulting Contract. Those services include, but are not limited to: capital improvements plan review and analysis; reliability benchmark review; semi-annual meeting attendance, and field verification of RMP's build-out progress. The Contractor shall provide written reports to the Casper City Attorney's Office with the results of field verification, and specifically identify any concerns regarding phasing, timing, scheduling, and other reliability, availability and dependability issues.

2. TIME OF PERFORMANCE:

The services of the Contractor shall be undertaken on or before the expiration date of the Consulting Contract and completed on or before the 31st day of December, 2015.

3. COMPENSATION:

A. In consideration of the performance of services rendered under this Contract, the Contractor shall be compensated on a time and material basis in accordance with paragraph 1, not to exceed Thirty Eight Thousand Dollars (\$38,000), broken out as follows:

- Full fiscal year from July 1, 2014 – June 30, 2015, a cost not to exceed Twenty Five Thousand Dollars (\$25,000).
- Partial fiscal year from July 1, 2015 – December 2015, a cost not to exceed Thirteen Thousand Dollars (\$13,000).
- Actual time spent by Wally Trembath Jr. will be billed at One Hundred Twenty Five Dollars (\$125) per hour.
- Travel costs shall be reimbursed at sixty one cents (\$.61) per mile for vehicle trips, or actual cost of air travel, plus ten percent (10%) handling.

- Per Diem shall be reimbursed by the City at a rate of Two Hundred Fifty Dollars (\$250) per night.
- Incidental costs such as printing, photocopying and similar items shall be reimbursed at actual cost.

B. The compensation amount is based upon an estimate for a full fiscal year of one hundred and forty (140) hours of actual time spent; four (4) round trips per year, fourteen (14) days per diem, approximately 2,000 miles of travel, and \$1,000 for incidentals. Because monitoring RMP is a fluid process with changing schedules, the exact amount of time, travel costs, per diem and incidental costs may change. If so, the parties agree to adjust the compensation in good faith negotiations in accordance with Part II, Section 2 of this Contract (“Changes”).

4. METHOD OF PAYMENT:

Payment will be made following receipt of an itemized invoice from the Contractor for services rendered in conformance with the Contract, and following approval by the Casper City Council. Contractor shall submit an invoice for payment specifying that it has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

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

5. TERMS AND CONDITIONS:

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

6. EXTENT OF CONTRACT:

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

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

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

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

V.H. McDonald
City Clerk

Paul L. Meyer
Mayor

CONTRACTOR
Turnkey Services, Inc.



Wally Trembath Jr.
Vice President

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

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

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

2. CHANGES:

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

3. ASSIGNABILITY:

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

4. AUDIT:

The City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Contractor which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

5. EQUAL EMPLOYMENT OPPORTUNITY:

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

6. OWNER OF PROJECT MATERIALS:

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

7. FINDINGS CONFIDENTIAL:

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

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Contractor shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

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

10. SUBCONTRACTOR:

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

11. INSURANCE AND INDEMNIFICATION:

11.1 Prior to commencement of work, Contractor shall procure and at all times maintain with insurer acceptable to the City the following minimum insurance protecting the Contractor and City against liability from damages because of injuries, including death, suffered by persons, including employees of the City, and liability from damages to property arising from and growing out of the Contractor's negligent operations in connection with the performance of this Contract.

	<u>LIMITS</u>
A. Worker's Compensation	Statutory
B. Comprehensive General Liability	\$500,000 combined single unit
C. Professional Liability/Errors & Omissions	Not applicable

11.2 Contractor shall provide City with certificates evidencing such insurance as outlined above **prior** to beginning any work under this Contract. Such certificates shall provide thirty (30) days advance written notice to City of cancellation, material change, reduction of coverage, or non-renewal, and except for Workers Compensation insurance, shall list the City as an additional insured.

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

11.4 Contractor agrees to forever indemnify the City, its employees, officers, council members, officials, agents, and members of its boards or commissions, and hold them harmless from all liability for damage to property, or injury to or death to persons, including all costs, expenses, and attorney's fees incurred related thereto, arising from the negligence of the Contractor.

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

11.6 The Contractor shall procure and maintain, at its own cost, any additional kinds and amounts of insurance which, in its own judgment, may be necessary for its proper protection.

12. INTENT:

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

13. WYOMING GOVERNMENTAL CLAIMS ACT:

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

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only

parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

RESOLUTION NO. 14-223

A RESOLUTION APPROVING A CONTRACT FOR PROFESSIONAL SERVICES WITH TURNKEY SERVICES, INC.

WHEREAS, the City and Contractor entered into a Contract for Professional Services (“Expert Witness Contract”) for technical analysis of the Rocky Mountain Power (“RMP”) electrical system, interrogatory assistance, cost estimating, analysis of other rate case issues, and trial testimony in Wyoming Public Service Commission Docket No. 20000-384-ER-10, Record 12702; and,

WHEREAS, the City and several other entities entered into a Stipulation and Agreement (“Stipulation”) with RMP, which the Wyoming Public Service Commission accepted at its public hearing on June 21, 2011; and,

WHEREAS, in the Stipulation, RMP agreed to address multiple “Natrona area” reliability issues; and,

WHEREAS, under the Stipulation, the City was required to attend meetings, monitor results and track progress of the capital improvement plan, and to raise reliability issues with RMP before taking those issues to the Wyoming Public Service Commission; and,

WHEREAS, on July 19, 2011, Turnkey Services, Inc., entered into a Contract for Professional Services (“Consulting Contract”) with the City to monitor RMP’s progress toward providing Natrona County and the City of Casper with reliable, available, dependable power; and

WHEREAS, the Consulting Contract expired on August 1, 2014; and,

WHEREAS, the build-out of RMP’s electrical system is not scheduled to be complete until the end of 2015, and the City would like to retain the Contractor’s services until the build-out is complete; and,

WHEREAS, Turnkey Services, Inc., having provided the City expert witness and consulting services in the rate case, is in an excellent position to continue to provide professional services to monitor RMP’s progress toward providing Natrona County with reliable, available, dependable power; and,

WHEREAS, Turnkey Services, Inc. is ready and able to provide these consulting services to the Casper City Attorney’s Office.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a contract with Turnkey Services, Inc. for the provision of consulting services to the Casper City Attorney’s Office as further delineated in the contract.

BE IT FURTHER RESOLVED: That the City Manager or his designee is hereby authorized to make verified partial payments throughout the term of the contract, in an amount not to exceed Twenty-Five Thousand (\$38,000) as further delineated in the Contract.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2014.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation:

V. H. McDonald
City Clerk

Paul L. Meyer
Mayor

August 4, 2014

MEMO TO: John C. Patterson, City Manager
FROM: V.H. McDonald, Administrative Services Director 
Jason C. Shellabarger, Fleet Maintenance Manager
SUBJECT: Authorize Purchase of one used Compact Tractor

Recommendation:

That Council, by minute action, authorize the purchase of one used John Deere 4320 Compact Tractor from Stotz Equipment, Casper, Wyoming, to be used in the Athletics Section of the Parks Division, in the amount of \$32,500, before trade in allowance.

Summary:

Quotes were requested for one used Compact Tractor, from local dealers. On July 29, 2014, quotes were received from Stotz Equipment, and Heartland Kubota. The quotes are as follows:

<u>Quoted Item</u>	<u>Vendor</u>	<u>Amount of Bid</u>	<u>Trade-In</u>	<u>Total</u>
(1)Used John Deere 4320 Diesel	Stotz	\$32,500.00	\$2,500	\$30,000.00
(1)New John Deere 4052M Diesel	Stotz	\$36,101.43	\$2,500	\$33,601.43
(1)New Kubota L4701 Diesel	Heartland	\$29,505.00	N/A	\$29,505.00

The recommended John Deere 4320 Diesel is a 2013 used machine with only 200 hours of use. This tractor meets all the necessary specifications and will replace unit #083040. This unit offers the versatility to use a variety of attachments and parts already owned or stocked by the City, as well as newly purchased equipment, without making any upgrades or additions to the hydraulic system. The Compact Tractor will be purchased as used, but will come with full factory warranty from the date of delivery. This unit is a demo unit and will be available immediately for use this season. The Kubota unit would need to be ordered and would require upgrades and additions to the auxiliary hydraulics in order to adapt to City owned attachments, with an approximate cost of \$1,100.00.

This Parks Division purchase will be funded through the Weed and Pest light equipment capital replacement.

August 11, 2014

MEMO TO: John C. Patterson, City Manager

FROM: V.H. McDonald, Administrative Services Director 
Jason C. Shellabarger, Fleet Maintenance Manager

SUBJECT: Purchase of Four (4) Mid-Size Police Utility Vehicle

Recommendation:

That Council, by minute action, authorize the purchase of Four (4) new Ford Explorer Interceptor SUVs, from Fremont Motor Company-Lander, Lander, Wyoming, to be used in the K9 Division of the Casper Police Department in the amount of \$112,880.04, before trade-in.

Summary:

Bids for four (4) new Mid-Size Police Utility Vehicle were received on August 5, 2014. Two bids were supplied by local and statewide vendors. The bids are as follows:

<u>Bid Item</u>	<u>Mileage</u>	<u>Base Cost</u>	<u>Vendor</u>	<u>Trade-in Value</u>	<u>Total Cost</u>
'14 Ford Explorer Interceptor	New	\$112,880.04	Fremont	\$34,400.00	\$78,480.04
'14 Ford Explorer Interceptor	New	\$109,996.00	Greiner	\$21,465.00	\$88,531.00

This purchase will replace unit# 101136, 101141, 101149, and 101150, and will be funded from the 1%#14 Allocation for the Casper Police Department Capital Equipment Replacement.

August 5, 2014

MEMO TO: John C. Patterson, City Manager
FROM: V.H. McDonald, Administrative Services Director
Jason C. Shellabarger, Fleet Maintenance Manager
SUBJECT: Purchase of one new Utility Vehicle

Recommendation:

That Council, by minute action, authorize the purchase of one (1) new Utility Vehicle from Stotz Equipment, Casper, Wyoming, to be used in the Waste Water Treatment Plant Division of the Public Services Department, in the amount of \$16,985.27, before trade in allowance.

Summary:

Quotes were requested for one (1) new Utility Terrain Vehicle (UTV), from local vendors. On August 1, 2014, quotes were received from Stotz Equipment, Stewart and Stevenson, and Bobcat of Casper. The quotes are as follows:

<u>Quoted Item</u>	<u>Vendor</u>	<u>Amount of Quote</u>	<u>Trade-In</u>	<u>Total</u>
(1) John Deere Gator 625i	Stotz	\$16,985.27	\$2,000.00	\$14,985.27
(1) John Deere Gator 825i	Stotz	\$18,290.45	\$2,000.00	\$16,290.45
(1) Bobcat 3400 4x4	Bobcat	\$14,193.00	N/A	\$14,193.00
(1) Cushman 1600XD	Stewart and Stevenson	\$16,500.00	N/A	\$16,500.00

The recommended purchase of the John Deere 625i meets all of the specifications and options that were requested for the quote. Some of the requested features were not offered in the quote received for the Bobcat unit, such as full machine protection which includes grill guard, brush guard, fender guards (front & rear), and rear bumper, these items are requested to prevent damage to the exterior and have been proven to do so on other City owned UTV's. The John Deere quote provided front and rear work lights, which were requested and would be an additional charge to the Bobcat machine. These features make the John Deere the recommended purchase.

This purchase will replace Unit# 660216. This purchase will be funded through the Waste Water Treatment Plant Division's Capital Equipment Replacement funding.

August 19, 2014

MEMO TO: His Honor, The Mayor, and Members of City Council

FROM: John C. Patterson, City Manager
Tanya Johnson, Executive Assistant to City Manager



SUBJECT: Leisure Services Advisory Board Appointments

Recommendation:

That City Council approve the appointments of Leonard Kennedy and Chris Murray to the Leisure Services Advisory Board for three year terms ending December 31, 2017.

Summary:

The Leisure Services Advisory Board currently has two vacancies. These vacancies were advertised in local newspapers and the mayor's office received three letters of interest/applications. After interviewing the three candidates, Mr. Leonard Kennedy and Mr. Chris Murray were selected by the interview-panel.

Applications and letters of interest are available for review in the City Manager's Office.

August 19, 2014

MEMO TO: His Honor, The Mayor, and Members of City Council

FROM: John C. Patterson, City Manager
Tanya Johnson, Executive Assistant to City Manager



SUBJECT: Leisure Services Advisory Board Appointments

Recommendation:

That City Council approve the appointments of Leonard Kennedy and Chris Murray to the Leisure Services Advisory Board for three year terms ending December 31, 2017.

Summary:

The Leisure Services Advisory Board currently has two vacancies. These vacancies were advertised in local newspapers and the mayor's office received three letters of interest/applications. After interviewing the three candidates, Mr. Leonard Kennedy and Mr. Chris Murray were selected by the interview-panel.

Applications and letters of interest are available for review in the City Manager's Office.